
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
November 7, 2018 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 18-5594

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 REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8
 - 1 Property: APN: 103-340-01-11
 Agency Negotiator: Dan Newton, Interim City Administrator
 Negotiating Parties: CalNeva Towers
 Under Negotiation: Terms of Lease
 - 2 Property: Memorial Park-Ball Park
 Agency Negotiator: Dan Newton, Interim City Administrator
 Negotiating Parties: Dr. Marlon Hall, Lassen Community College
 Under Negotiation: Price/Conditions/Terms of Lease

- 4 **RETURN TO OPEN SESSION:** (recess if necessary)
 - *Reconvene in open session at 7:00 p.m.*
 - *Pledge of allegiance*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Moment of Silence or Thought for the Day: Councilmember Brian Wilson*
 - *Proclamations, awards or presentations by the City Council:*

- 5 **BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit

6 **CONSENT CALENDAR:**

All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

- A Approve minutes from the City Council's September 4, October 11 and 17, 2018 meetings
- B Receive and file Finance Reports for September 2018

7 **PUBLIC HEARINGS:**

- A Consider approval of **Resolution No. 18-5587** extending Interim-Urgency Ordinance No. 17-1012 regulating Medical and Adult Use Cannabis Activities pending adoption of a permanent ordinance

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 202159 through 202358 for a total of \$903,331.17 including \$221,999.99 in payroll warrants
- B Consider approval of **Resolution No. 18-5582** authorizing cash transfer from General Fund to Golf Course Fund and Airport Fund
- C Consider approval of **Resolution No. 18-5592** setting new rates and fees for the Diamond Mountain Golf Course
- D Consider approval of **Resolution No. 18-5585** authorizing the closure of Riverside Drive on November 22, 2018 for the 6th Annual Thanksgiving Day Turkey Trot
- E Consider approval of **Resolution No. 18-5586** authorizing the closure of Main Street on December 1, 2018 for the Annual Magical Country Christmas event
- F Consider approval of **Resolution No. 18-5593** authorizing the amendment of the Utility Service Agreement with Honey Lake Valley Recreation Authority
- G Consider approval of **Resolution No. 18-5589** authorizing the execution of a contract between Lassen Union High School District and the Susanville Fire Department for instruction services provided at Lassen High School
- H Consider approval of **Resolution No. 18-5590** authorizing execution of Letter of Agreement with NorCal EMS for Epi-Auto Injector/ Epi-Safe Kit Project
- I Consider approval of **Resolution No. 18-5591** authorizing execution of Agreement with Energy Project Solutions LLC for the preparation of Transmission Integrity Management Plan for City's Natural Gas System

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Annual Leaf Collection Program
- B Riverside Park Name Change Update
- C Fire Department Update

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

15 **ADJOURNMENT:**

- *The next regular meeting of the Susanville City Council scheduled for November 21, 2018 at 6:00 p.m. will not be held.*
- *A special meeting of Susanville City Council will be held on November 28, 2018 at 4:30 p.m.*
- *The next regular meeting of the Susanville City Council will be held on December 5, 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 November 7, 2018 in the areas designated on November 2, 2018.


Gwenna MacDonald, City Clerk

Reviewed by: Da Interim City Administrator

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's September 4, October 11 and 17, 2018 meetings.

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's September 4, October 11 and 17, 2018 meetings.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's September 4, October 11 and 17, 2018 meetings.

ATTACHMENTS: Minutes: September 4, 2018
October 11, 2018
October 17, 2018

**SUSANVILLE CITY COUNCIL
Special Meeting Minutes
September 4, 2018 – 3:00 p.m.**

Meeting called to order at 3:00 p.m. by Mayor Stafford.

Roll Call: Brian Wilson, Joseph Franco, Brian Moore, Mendy Schuster and Mayor Kevin Stafford.

Staff Present: Dan Newton, Interim City Administrator and Ruth Ellis, Administrative Staff Assistant.

1 APPROVAL OF THE AGENDA:

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

2 PUBLIC COMMENT: No comments.

3 CLOSED SESSION: At 3:01 p.m. the Council entered into Closed Session to discuss the following:

- A PUBLIC EMPLOYEE APPOINTMENT: - pursuant to Government Code Section 54957:
 - 1. City Administrator
 - 2. Police Chief

4 ADJOURNMENT:

The City Council reconvened in open session and announced that direction was provided to staff, but no reportable action was taken.

Meeting adjourned at 7:33 p.m.

Respectfully submitted by,

Kevin Stafford, Mayor

Ruth Ellis, Administrative Staff Assistant

Approved: _____

**SUSANVILLE CITY COUNCIL
Special Meeting Minutes
October 11, 2018 – 5:15 p.m.**

Meeting called to order at 5:15 p.m. by Mayor Stafford.

Roll Call: Brian Wilson, Joseph Franco, Brian Moore, Mendy Schuster and Mayor Kevin Stafford,

Staff Present: Dan Newton, Interim City Administrator and Gwenna MacDonald, City Clerk.

1 APPROVAL OF THE AGENDA:

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

2 PUBLIC COMMENT: No comments.

3 CLOSED SESSION: At 5:16 p.m. the Council went entered into Closed Session to discuss the following:

A PUBLIC EMPLOYEE APPOINTMENT: - pursuant to Government Code Section 54957: Police Chief

4 ADJOURNMENT:

The City Council reconvened in open session and announced that direction was provided to staff, but no reportable action was taken.

Meeting adjourned at 7:33 p.m.

Respectfully submitted by,

Kevin Stafford, Mayor

Gwenna MacDonald, City Clerk

Approved: _____

City Attorney Jessica Ryan provided the Thought of the Day.

5 **BUSINESS FROM THE FLOOR:**

Curtis Bortle explained that he has been speaking with the Lassen County Board of Supervisors for a few years now, and wanted to speak with the City Council regarding Measure M which is on the upcoming ballot. He stated that he just completed his second tour of duty with the military, and while he understands that the sale of marijuana can be a sensitive and controversial topic, he is interested in opening a reputable cannabis shop. While businesses of this type can become a problem in the community, he would like to work with the City to operate a clean, legal business. Passage of Measure M would mean that the business would be taxed which in turn would increase revenues to the City. He added that he was interested in opening the dialog with the City.

Mayor Stafford thanked him for his comments, and for his service to the Country.

9B **Consider approval of Resolution No. 18-5579 authorizing the ball field located at Memorial Park to be named "Frank Ernaga Ball Field at Memorial Park"** Mr. Newton explained that the City received a request on September 5, 2018 to name the ball field that is adjacent to Memorial Park in honor of Frank Ernaga. Mr. Ernaga participated in sports through a young age, playing baseball with the Lassen Cougars, with UCLA and then as a draftee for the Chicago Cubs. His first at-bat with the Cubs resulted in a home run followed by a triple which to date, has not been beat by any other player for the Cubs. Mr. Ernaga passed away earlier this year, and the community wishes to honor his contributions to the community by naming the field the Fran Ernaga Ball Field at Memorial Park.

David Ernaga and Jim Ernaga both spoke in support of the honor that would be shown to their father by renaming the ball field. They were approached by a community member and the family is proud to have their father remembered by the community for his accomplishments and contributions.

Motion by Councilmember Moore, second by Councilmember Schuster, to approve Resolution No. 18-5579; motion carried unanimously. Ayes: Moore, Schuster, Wilson, Franco and Stafford.

Councilmember Wilson requested separate consideration of Item 6A.

6 **CONSENT CALENDAR:**

- A Approve minutes from the City Council's September 19 and October 3, 2018 meetings
- B Approve **Resolution No. 18-5577** approving and authorizing Mayor to execute MOU with the Miscellaneous Bargaining Unit
- C Approve **Resolution No. 18-5578** approving and authorizing Mayor to execute MOU with the Public Works Bargaining Unit
- D Approve **Resolution No. 18-5583** finding that no amendments to the City of Susanville Conflict of Interest Code are necessary
- E Approve **Resolution No. 18-5584** approving and authorizing Mayor to submit Grand Jury response letter

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve minutes from the September 19, 2018 meeting; motion carried unanimously. Ayes: Wilson, Franco, Moore, Schuster and Stafford.

Motion by Councilmember Moore, second by Councilmember Schuster, to approve minutes from the October 3, 2018 meeting; motion carried. Ayes: Moore, Schuster and Stafford. Abstain: Franco and Wilson.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve Consent Calendar Items 6B through 6E; motion carried unanimously. Ayes: Franco, Wilson, Moore, Schuster and Stafford.

7 PUBLIC HEARINGS:

7A Consider approval of Resolution No. 18-5581 accepting 2017-2018 Annual Report of Development/Mitigation Fees Ms. Savage explained that the Mitigation Fee Act authorizes local agencies to charge development impact fees for new development, and to provide an annual report as outlined in Government Code Section 6600(b) regarding the purpose and use of the fees. The Susanville Municipal Code outlines the use of Public Facilities Impact Fees for Police, Fire, Street and Traffic Facility and Maintenance, and the use of Parkland Dedication Fees. Ms. Savage reviewed three public facilities development funds related to the Skyline Development, including the Skyline Drive/Numa Signal Traffic Signal Fund, the Class 1 Bicycle Lane Construction Fund for Skyline Road, and the Traffic Signal Fund which was established by combining the Skyline/Numa and Skyline/139 Funds. The funds are restricted and expenditures are made only for the purpose that the fee was collected.

Mayor pro tem Franco asked what the estimated timeline was to install a traffic light at Numa and Skyline, and that it would be good to have it installed to handle the increased traffic to the area with the planned improvements at Skyline Park.

Ms. Savage responded that the installation requirements for the signal would be triggered by commercial development in the area.

Mr. Newton added that traffic light installation is based on certain volumes of traffic and installation without the proper studies and level of volume could be problematic. With the increase in activities at Skyline Park, it is likely that the City would see an increase in traffic that would meet the necessary thresholds.

Councilmember Wilson asked if the balance in the Skyline traffic signal fund had been returned to the County, and what the final cost was to install the signal.

Ms. Savage responded that the County provided local match, but the majority of funding came from the Transportation funding.

At 7:18 p.m. Mayor Stafford opened the public hearing and requested comments from the public.

There being no comments, Mayor Stafford closed the public hearing at 7:19 p.m.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Resolution No. 18-5581; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Moore and Stafford.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS: Commission/Committee reports:

9 **NEW BUSINESS:**

9A **Consider approval of vendor warrants numbered 202159 through 202358 for a total of \$1,193,464.12 including \$144,328.10 in payroll warrants** Ms. Savage reviewed the vendor warrants for the period of September 8 through October 5, 2018.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve the vendor warrants; motion carried. Ayes: Wilson, Franco and Stafford. Abstain: Moore and Schuster.

9B *Consider approval of Resolution No. 18-5579 authorizing the ball field located at Memorial Park to be named "Frank Ernaga Ball Field at Memorial Park"*

9C **Consider approval of Resolution No. 18-5580 approving the closure of Main Street on November 11, 2018 for the annual Veterans Parade** Mr. Newton reported that the VFW has requested City Council support for the Annual Veterans Day Parade which is scheduled for November 11, 2018. The street closure would extend from Fair Drive to the Veterans Memorial Building from 11:00 a.m. to 12:00 p.m. and require staff time for six Public Works employees and seven Police Officers. A Caltrans Encroachment Permit is required, but the fee is waived, and staffing costs are estimated to be \$3,075 for street sweeping before and after the event and traffic control efforts.

Councilmember Moore asked if the street closure would end at the Veterans' building or extend to Weatherlow.

Mr. Newton confirmed that it would, and that traffic is usually diverted on Weatherlow.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Resolution No. 18-5580; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Moore and Stafford.

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

13A **Administrative Services Department Update** Mr. Newton reviewed the activities and services provided by the Administrative Services Department. The Department includes the Administration and Finance Divisions, Community Development which is Building and Planning, and Community Services. In addition, the Administrative Services Department is responsible for overseeing operations at the Airport, Golf Course, and provides executive and operational services for the Community Swimming Pool. Mr. Newton reviewed the list of the routine work performed by the Department, and reviewed an extensive list of current and upcoming projects, and projects that have been completed by the department. He discussed issues related to Code Enforcement, the utilization of community volunteers and workforce development labor, and the intern program.

The City Council thanked Mr. Newton for his report.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

15 ADJOURNMENT:

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

Meeting adjourned at 7:40 p.m.

Kevin Stafford, Mayor

Respectfully submitted by

Gwenna MacDonald, City Clerk

Approved on: _____

Reviewed by: Dm Interim City Administrator

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

Submitted By: Deborah Savage, Finance Manager

Action Date: November 7, 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 month of September 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

September 30, 2018

POOLED CASH FUND	
Tri-Counties Bank - Checking	158,762
LAIF	13,173,245
Accounts Payable	(76)
Total Cash & Investments	<u>13,331,932</u>

Pooled Cash Allocation:

General	559,496
General Fund Restricted	1,673,210
Special Revenue	380,971
Capital Projects	13,848
Debt Service	335,343
Enterprise:	
Airport	9,921
Geothermal	255,113
Golf Course	(41,816)
Natural Gas	5,359,588
Water	3,799,287
Internal Service	515,051
Trust & Agency	471,921
Total Cash & Inv. Allocations	<u>13,331,932</u>

CASH WITH FISCAL AGENTS

September 30, 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>15,785,458</u>

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

10/25/2018 8:30

Totals may not add due to rounding

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 SEPTEMBER 30, 2018

COMBINED ACCOUNTS

9999-1011-002	TRI COUNTIES BANK	158,762.39
9999-1030-001	LAIF	13,173,245.34
	TOTAL COMBINED CASH AND INVESTMENTS	13,332,007.73
9999-2202-001	ACCOUNTS PAYABLE	(75.60)
9999-1000-000	CLAIM ON CASH	(13,331,932.13)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	6,427.21
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	30,505.30
2005	ALLOCATION TO ROAD MAINT AND REHAB SB-1	171,557.83
2006	ALLOCATION TO SNOW REMOVAL	45,552.60
2007	ALLOCATION TO STREETS & HIGHWAYS	(1,230,102.81)
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	102,069.21
2018	ALLOCATION TO HOME REVOLVING FUND	467,543.39
2030	ALLOCATION TO TRAFFIC SAFETY	52,196.69
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	295,809.38
4003	ALLOCATION TO CITY HALL	18,881.83
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	290,601.15
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	25,859.67
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	636,160.16
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	22,455.44
7630	ALLOCATION TO RISK MANAGEMENT FUND	270,910.78
7650	ALLOCATION TO PAYROLL	38.68
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	22,662.43
8402	ALLOCATION TO LAFCO	82,637.04
8403	ALLOCATION TO SEC 125 & AFLAC	1,556.64
8404	ALLOCATION TO AIR POLLUTION	136,444.40
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	285,188.38
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(92,606.33)
8407	ALLOCATION TO AIR POLLUTION- CCI REDUCTION	36,038.10

CITY OF SUSANVILLE
COMBINED CASH AND INVESTMENTS
SEPTEMBER 30, 2018

ALLOCATIONS TO RESTRICTED FUNDS	8,598,084.35
<u>UNRESTRICTED FUNDS</u>	
1000 ALLOCATION TO GENERAL FUND	559,495.90
3015 ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110 ALLOCATION TO WATER SYSTEM	136,067.87
7112 ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	27,059.21
7201 ALLOCATION TO AIRPORT	9,921.24
7301 ALLOCATION TO GEOTHERMAL UTILITY	255,113.38
7401 ALLOCATION TO NATURAL GAS	3,552,512.99
7530 ALLOCATION TO GOLF COURSE	(41,816.45)
7620 ALLOCATION TO PW ADMIN & ENGINEERING FUND	221,645.67
ALLOCATIONS TO UNRESTRICTED FUNDS	4,733,847.78
TOTAL ALLOCATIONS TO OTHER FUNDS	13,331,932.13
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(13,331,932.13)
ZERO PROOF IF ALLOCATIONS BALANCE	.00

TRI-COUNTIES BANK

		\$81,617.98
9/4/2018	-\$1,213.77	\$80,404.21
9/4/2018		\$80,404.21
9/4/2018		\$33,125.29 \$113,529.50
9/4/2018		\$8,748.56 \$122,278.06
9/4/2018		\$116.60 \$122,394.66
9/4/2018		\$166.64 \$122,561.30
9/5/2018	-\$99.14	\$122,462.16
9/5/2018	-\$596.87	\$121,865.29
9/5/2018	-\$3,799.16	\$118,066.13
9/5/2018		\$1,464.07 \$119,530.20
9/5/2018		\$55,896.89 \$175,427.09
9/5/2018		\$10,946.51 \$186,373.60
9/5/2018	-\$19,292.46	\$167,081.14
9/6/2018		\$2,472.04 \$169,553.18
9/6/2018	-\$2,485.61	\$167,067.57
9/6/2018	-\$767.76	\$166,299.81
9/6/2018		\$29,325.74 \$195,625.55
9/6/2018		\$5,983.53 \$201,609.08
9/6/2018		\$116.00 \$201,725.08
9/6/2018	-\$699.00	\$201,026.08
9/7/2018		\$1,590.94 \$202,617.02
9/7/2018		\$22,221.54 \$224,838.56
9/7/2018		\$5,016.15 \$229,854.71
9/7/2018		\$4,761.04 \$234,615.75
9/10/2018		\$739.37 \$235,355.12
9/10/2018		\$8,834.95 \$244,190.07
9/10/2018		\$43,333.83 \$287,523.90
9/10/2018		\$7,648.38 \$295,172.28
9/10/2018		\$1,951.62 \$297,123.90
9/11/2018		\$685.93 \$297,809.83
9/11/2018		\$47.11 \$297,856.94
9/11/2018	-\$54.56	\$297,802.38
9/11/2018		\$11,237.94 \$309,040.32
9/11/2018		\$3,463.70 \$312,504.02
9/11/2018	-\$110,253.27	\$202,250.75
9/11/2018	-\$12,940.39	\$189,310.36
9/11/2018	-\$38,407.91	\$150,902.45
9/11/2018	-\$6,170.38	\$144,732.07
9/11/2018	-\$1,677.56	\$143,054.51
9/11/2018	-\$25,428.27	\$117,626.24
9/11/2018	-\$3,540.46	\$114,085.78
9/11/2018		\$1.86 \$114,087.64
9/12/2018		\$410.81 \$114,498.45
9/12/2018		\$244.08 \$114,742.53
9/12/2018		\$57,654.17 \$172,396.70
9/12/2018		\$2,031.49 \$174,428.19
9/13/2018		\$820.93 \$175,249.12
9/13/2018		\$822.00 \$176,071.12
9/13/2018		\$17.06 \$176,088.18
9/13/2018	-\$64,286.09	\$111,802.09
9/13/2018		\$13,767.36 \$125,569.45
9/13/2018		\$1,861.37 \$127,430.82
9/14/2018	-\$15.00	\$127,415.82
9/14/2018	-\$8,333.30	\$119,082.52

TRI-COUNTIES BANK

9/14/2018	-\$100.00	\$118,982.52
9/14/2018	-\$50.00	\$118,932.52
9/14/2018		\$9,863.71 \$128,796.23
9/14/2018		\$2,586.60 \$131,382.83
9/14/2018		\$3,481.75 \$134,864.58
9/17/2018		\$378.44 \$135,243.02
9/17/2018		\$36,108.45 \$171,351.47
9/17/2018		\$2,875.49 \$174,226.96
9/17/2018		\$1,254.83 \$175,481.79
9/18/2018		\$681.23 \$176,163.02
9/18/2018	-\$449.88	\$175,713.14
9/18/2018	-\$3,714.28	\$171,998.86
9/18/2018	-\$88.55	\$171,910.31
9/18/2018		\$22.67 \$171,932.98
9/18/2018		\$14.36 \$171,947.34
9/18/2018		\$3.84 \$171,951.18
9/18/2018	-\$1,178.16	\$170,773.02
9/18/2018		\$13,732.23 \$184,505.25
9/18/2018		\$4,573.62 \$189,078.87
9/19/2018		\$471.35 \$189,550.22
9/19/2018	-\$218.21	\$189,332.01
9/19/2018		\$139,097.82 \$328,429.83
9/19/2018		\$3,254.39 \$331,684.22
9/20/2018		\$567.60 \$332,251.82
9/20/2018	-\$49.22	\$332,202.60
9/20/2018	-\$32,328.70	\$299,873.90
9/20/2018		\$8,437.67 \$308,311.57
9/20/2018		\$6,011.27 \$314,322.84
9/21/2018	-\$15,242.67	\$299,080.17
9/21/2018		\$28,360.93 \$327,441.10
9/21/2018		\$142.20 \$327,583.30
9/21/2018		\$41,070.49 \$368,653.79
9/21/2018		\$4,574.40 \$373,228.19
9/21/2018		\$1,617.32 \$374,845.51
9/24/2018		\$154,103.95 \$528,949.46
9/24/2018		\$856.44 \$529,805.90
9/24/2018	-\$34,851.25	\$494,954.65
9/24/2018		\$51,534.91 \$546,489.56
9/24/2018		\$4,538.50 \$551,028.06
9/25/2018	-\$112,289.60	\$438,738.46
9/25/2018	-\$6,326.39	\$432,412.07
9/25/2018	-\$37,265.67	\$395,146.40
9/25/2018	-\$5,585.33	\$389,561.07
9/25/2018	-\$1,539.23	\$388,021.84
9/25/2018	-\$26,964.87	\$361,056.97
9/25/2018	-\$64,980.00	\$296,076.97
9/25/2018	-\$1,101.25	\$294,975.72
9/25/2018	-\$270.60	\$294,705.12
9/25/2018	-\$601.20	\$294,103.92
9/25/2018	-\$8,330.46	\$285,773.46
9/25/2018		\$321.15 \$286,094.61
9/25/2018		\$10,403.59 \$296,498.20
9/25/2018		\$2,954.89 \$299,453.09
9/25/2018		\$1,261.92 \$300,715.01
9/26/2018		\$933.26 \$301,648.27

TRI-COUNTIES BANK

9/26/2018		\$853.77	\$302,502.04
9/26/2018		\$575,000.00	\$877,502.04
9/26/2018		\$7,228.12	\$884,730.16
9/26/2018		\$2,606.42	\$887,336.58
9/27/2018		\$384.65	\$887,721.23
9/27/2018		\$101.29	\$887,822.52
9/27/2018		\$7.00	\$887,829.52
9/27/2018		\$548.19	\$888,377.71
9/27/2018	-\$872,873.92		\$15,503.79
9/27/2018		\$12,182.33	\$27,686.12
9/27/2018		\$3,072.53	\$30,758.65
9/28/2018		\$144.71	\$30,903.36
9/28/2018		\$13.42	\$30,916.78
9/28/2018		\$7.00	\$30,923.78
9/28/2018		\$7.00	\$30,930.78
9/28/2018		\$7.00	\$30,937.78
9/28/2018		\$122,613.40	\$153,551.18
9/28/2018		\$4,405.29	\$157,956.47
9/28/2018		\$1,349.23	\$159,305.70
9/28/2018	-\$1,263.04		\$158,042.66
9/28/2018		\$719.73	\$158,762.39

<i>s:/Debi/fund Balances Report</i>		Unaudited	YTD	YTD	Unaudited
Fund #	Fund Title	6/30/18	Revenue	Expenditures	SEPTEMBER
		Fund Balance			Fund Balance
					9/30/18
100X	General Fund	3,584,820	496,722	1,710,491	2,371,050
2002	State COPS	60,261	82	29,841	30,503
2005	Road Maintenance & Rehab SB-1	105,158	66,399		171,558
2006	Snow Removal	46,024	38	510	45,553
2007	Streets	(211,421)	98,543	1,197,407	(1,310,284)
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	6,918		963,848
2018	Home Revolving Fund	752,149	7,043	4,122	755,070
2030	Traffic Safety	51,522	677		52,200
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	0	10,476	295,809
3015	City Hall Parking Lot	13,848			13,848
4003	City Hall Debt Service	52,259	34,596	67,973	18,883
4004	2013 CalPERS Refunding Loan	481,508	115,338	306,240	290,606
4005	Community Pool Debt Service	630	25,230		25,860
711X	Water Funds	3,630,659	680,056	637,340	3,673,375
7201	Airport	2,184,445	51,388	66,007	2,169,827
7301	Geothermal	551,216	25,871	22,949	554,138
740X	Natural Gas	502,042	279,869	898,952	(117,041)
7530	Golf Course	2,370,353	102,593	104,874	2,368,072
7620	PW Admin/Engineering	168,593	47,997	19,321	197,268
7630	Risk Management	472,720	182,871	384,659	270,932
8402	LAFCO	33,348	56,601	2,282	87,667
8404	Air Pollution	199,922	6,074	58,626	147,370
8405	Air Pollution - Carl Moyer	319,643	626	70,000	250,269
8406	IRWM - Management Group	(86,037)		6,570	(92,606)
8407	CCI Woodsmoke Reduction	0	45,000	8,962	36,038
TOTALS		16,990,919	2,332,349	5,607,601	13,715,666

Reviewed by: Dan Interim City Administrator

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

Submitted by: Dan Newton, Interim City Administrator

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 18-5587 extending Interim-Urgency Ordinance No. 17-1012 regulating medical and adult use Cannabis Activities pending adoption of a permanent ordinance

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: At the November 1, 2017 City Council meeting, the City Council directed staff to prepare an interim-urgency ordinance to prohibit cannabis activities within the City limits, to the extent to which the City is allowed to prohibit cannabis activities by State law. Staff prepared Interim-Urgency Ordinance 17-1042 which was presented for Council’s consideration and adoption at the December 6, 2017 meeting. The ordinance was effective immediately and remains in effect for 45 days unless extended. The City Council is authorized to enact the Interim-Urgency Ordinance by Government Code Section §65858, and a four-fifths (4/5) vote of the Council is required to adopt the Interim-Urgency Ordinance at a properly noticed public hearing.

The Interim-Urgency Ordinance allows the City Council time to study, consider, and potentially adopt regulations pertaining to cannabis activities within the City. Changes in state law have resulted in the Medicinal and Adult Use Cannabis Regulation Safety Act (MAUCRSA) which allows the State to issue licenses and permits related to the sale and distribution of medical marijuana and recreational marijuana, and absent local regulation, cannabis activities could have been permitted within the City limits beginning January 2, 2018, by way of the State licensing process.

The urgency ordinance was set to expire on January 20, 2018, and was extended for a period of ten months and 15 days by Resolution No. 18-5470, for an expiration date of December 5, 2018. Government Code Section §65858 authorizes one additional extension of Urgency Ordinance 17-1012, up to one year. A sub-committee has been formed due to the complexity of the item and variety of regulatory options that are available. Approval of Resolution No. 18-5586 would extend Interim-Urgency Ordinance 17-1012 to November 7, 2019.

FISCAL IMPACT: None at this time.

ACTION

REQUESTED: Motion to approve Resolution No. 18-5587 extending Interim-Urgency Ordinance No. 17-1012 regulating medical and adult use Cannabis Activities pending adoption of a permanent ordinance.

ATTACHMENTS: Resolution No. 18-5587
Resolution No. 18-5470
Interim-Urgency Ordinance 17-1012

RESOLUTION NO. 18-5587
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
EXTENDING INTERIM-URGENCY ORDINANCE NO. 17-1012 REGULATING
MEDICAL AND ADULT USE CANNABIS ACTIVITIES PENDING ADOPTION OF A
PERMANENT ORDINANCE

WHEREAS, on December 6, 2017, the City Council adopted Ordinance No. 17-1012, finding that the potential establishment of cannabis activities in the City without regulation would pose a current and immediate threat to the public health, safety and welfare in the City due to the negative land use and other impacts of such uses; and

WHEREAS, the City Council ordained that for the period of this interim-urgency ordinance cannabis activities, as defined in the ordinance, shall be prohibited uses and unlawful in all zoning districts and other parts of the City, with the exception of those non-commercial cannabis activities expressly deemed to be lawful under state and local law in the MAUCRSA such as those listed in Health and Safety Code section 11362.1; and

WHEREAS, it is in the interest of the City, its residents, and its lawfully permitted businesses that City staff consider zoning, zoning ordinance amendments, and/or other measures to locally regulate cannabis activities in the City; and

WHEREAS, without action by the City Council, Ordinance No. 17-1012 would expire 45 days following its adoption on January 20, 2018 and before a permanent ordinance could be adopted; and

WHEREAS, the City Council adopted Resolution No. 18-5470 on January 19, 2018, extending Ordinance No. 17-1012 for a period of ten (10) months and fifteen (15) days to expire on December 5, 2018; and

WHEREAS, Government Code §65858 provides for a second extension of an urgency-interim ordinance for a period of up to one year by a four-fifths vote of the legislative body.

NOW, THEREFORE, be it resolved by the City Council of the City of Susanville as follows:

1. The City requires additional time to adequately develop and adopt a long-term cannabis policy and associated regulation or ordinances, and until such time as those measures are in place, it is necessary for the protection of the public welfare, safety, and health against immediate and ongoing threats and impairment from unregulated cannabis uses within the City that the existing interim-urgency ordinance be extended.
2. Ordinance No. 17-1012 is extended pursuant to Government Code 65858(a) for a period of one year, to then expire November 7, 2019 unless further extended.
3. In accordance with Ordinance 17-1012 during the effective period of this interim-urgency ordinance, no cannabis activities shall be established or continued if previously established, and no use permit, variance, building permit, or any other entitlement or permit, whether administrative, ministerial, or discretionary, shall be approved or issued for cannabis activities herein in any zoning district or other area within the City, and no person shall otherwise establish such businesses or operations conducting cannabis activities in any zoning district or other area within the City.

Date: November 7, 2018

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5587** was adopted at a special meeting of the City Council of the City of Susanville held on the 7th day of November, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

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RESOLUTION NO. 18-5470
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
EXTENDING INTERIM-URGENCY ORDINANCE NO. 17-1012 REGULATING
MEDICAL AND ADULT USE CANNABIS ACTIVITIES PENDING ADOPTION OF A
PERMANENT ORDINANCE

WHEREAS, on December 6, 2017, the City Council adopted Ordinance No. 17-1012, finding that the potential establishment of cannabis activities in the City without regulation would pose a current and immediate threat to the public health, safety and welfare in the City due to the negative land use and other impacts of such uses; and

WHEREAS, the City Council ordained that for the period of this interim-urgency ordinance cannabis activities, as defined in the ordinance, shall be prohibited uses and unlawful in all zoning districts and other parts of the City, with the exception of those non-commercial cannabis activities expressly deemed to be lawful under state and local law in the MAUCRSA such as those listed in Health and Safety Code section 11362.1; and

WHEREAS, it is in the interest of the City, its residents, and its lawfully permitted businesses that City staff consider zoning, zoning ordinance amendments, and/or other measures to locally regulate cannabis activities in the City; and

WHEREAS, without action by the City Council, Ordinance No. 17-1012 expires on 45 days following its adoption; and

WHEREAS, without an extension of Ordinance No. 17-1012, it will expire before a permanent ordinance can be adopted.

NOW, THEREFORE, be it resolved by the City Council of the City of Susanville as follows:

1. The City requires more time to adequately develop and adopt a long-term cannabis policy and associated regulation or ordinances, and until such time as those measures are in place, it is necessary for the protection of the public welfare, safety, and health against immediate and ongoing threats and impairment from unregulated cannabis uses within the City that the existing interim-urgency ordinance be extended.

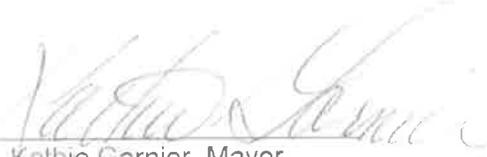
2. Ordinance No. 17-1012 is extended pursuant to Government Code 65858(a) for a period of ten (10) months and fifteen (15) days, to then expire December 5, 2018 unless further extended.

3. In accordance with Ordinance 17-1012 during the effective period of this interim-urgency ordinance, no cannabis activities shall be established or continued if previously established, and no use permit, variance, building permit, or any other entitlement or permit, whether administrative, ministerial, or discretionary, shall be approved or issued for cannabis activities herein in any zoning district or other area within the City, and no person shall otherwise establish such businesses or operations conducting cannabis activities in any zoning district or other area within the City.

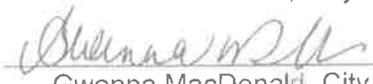
Date: January 19, 2018

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APPROVED:


Kathie Garnier, Mayor

ATTEST:

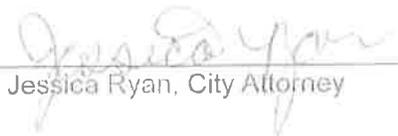

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5470** was adopted at a special meeting of the City Council of the City of Susanville held on the 19th day of January, 2018 by the following vote:

AYES:	Wilson, Stafford, Franco, Schuster and Garnier
NOES:	None
ABSENT:	None
ABSTAINING:	None


Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:


Jessica Ryan, City Attorney

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ORDINANCE NO. 17-1012
AN INTERIM-URGENCY ORDINANCE OF THE CITY OF SUSANVILLE
REGULATING MEDICAL AND ADULT USE CANNABIS ACTIVITIES PENDING
ADOPTION OF A PERMANENT ORDINANCE

WHEREAS, California Government Code Section 65800 et seq. authorizes the adoption and administration of zoning laws, ordinances, rules and regulations by cities as a means of implementing the General Plan; and

WHEREAS, the City passed Ordinance No. 05-919 on July 20, 2005 prohibiting medical marijuana dispensaries in all zones; and

WHEREAS, the City passed Ordinance No. 15-1002 on December 2, 2015, prohibiting the cultivation of medical marijuana in all zones; and

WHEREAS, on November 8, 2016, California residents passed the Adult Use of Marijuana Act (AUMA / Proposition 64) with a majority of votes; and

WHEREAS, In June 2017 the state legislature approved Senate Bill 94 and AB 110, which repealed the Medical Cannabis Regulation and Safety Act (MCRSA) and incorporated certain provisions of MCRSA into the AUMA creating the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA); and

WHEREAS, to regulate commercial use of cannabis, the MAUCRSA modifies Division 10 (Cannabis) of the Business & Professions Code, the purpose and intent of which is to "establish a comprehensive system to control and regulate the cultivation, distribution, transport, storage, manufacturing, processing, and sale of both of the following: 1) Medicinal Cannabis and medicinal cannabis products for patients with valid physician's recommendations; 2) Adult-use cannabis and adult-use cannabis products for adults 21 years of age and over."; and

WHEREAS, the MAUCRSA renames the Bureau of Medical Cannabis as the Bureau of Cannabis Control and empowers the Bureau of Cannabis Control to adopt regulations consistent with the changes in the law; and

WHEREAS, the emergency rule making process will be used to implement temporary regulations which will most likely be in effect by January 1, 2018; and

WHEREAS, the MAUCRSA states that a local jurisdiction shall not prevent transportation of cannabis or cannabis products on public roads by a licensee transporting cannabis or cannabis products in compliance with Division 10; and

WHEREAS, the MAUCRSA authorizes cities to "reasonably regulate" without completely prohibiting personal cultivation of cannabis; and

WHEREAS, the MAUCRSA states it shall not be a violation of state and local law for persons 21 years of age or older to possess, process, transport, purchase, obtain, or give away to persons 21 years of age or older without any compensation whatsoever up to 28.5 grams of cannabis not in the form of concentrated cannabis or not more than eight grams of cannabis in the form of concentrated cannabis contained in cannabis products; and

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WHEREAS, the MAUCRSA states it shall not be a violation of state and local law to possess, plant, cultivate, harvest, dry, or process not more than six living cannabis plants and possess the cannabis produced by the plants.

WHEREAS, the MAUCRSA states it shall not be a violation of state and local law for individuals to smoke or ingest cannabis or cannabis products; and

WHEREAS, the MAUCRSA authorizes cities to completely prohibit the establishment or operation of any cannabis business licensed under Division 10 within its jurisdiction, including cannabis dispensaries, cannabis retailers, and cannabis delivery services; and

WHEREAS, absent appropriate local regulation authorized by the MAUCRSA, state regulations will control; and

WHEREAS, the California Attorney General's August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use recognizes that the cultivation or other concentration of marijuana in any location or premises without adequate security increases the risk that nearby homes or businesses may be negatively impacted by nuisance activity such as loitering or crime; and

WHEREAS, under the Federal Controlled Substance Act, the use, possession, and cultivation of any amount of marijuana (i.e., cannabis) are unlawful and subject to federal prosecution without regard to a claimed medical need; and

WHEREAS, the indoor and outdoor cultivation of cannabis has potential adverse effects to the health and safety of City residents, visitors, and employees and those in nearby residences or businesses including: structural damage to buildings from unpermitted renovations and alterations to buildings or structures; increased moisture and excessive mold, bacterial, and fungal growth among others; increased risk of fire and electrocution from improper or overburdened electrical circuits and wiring; noxious odors and fumes from plants or pesticides, fertilizers, and other chemicals associated with cannabis cultivation or cannabis activities such as oil extraction or concentration; increased trash and refuse; potential access to cannabis by minors; increased demand for fire and police services; increased sewage treatment expenses from drain disposal of irrigation water or surface stream water quality impacts from runoff and illegal dumping, among others.; and

WHEREAS, based on the experiences of other cities, these negative effects on the public health, safety, and welfare are likely to occur, and continue to occur, in the City due to the establishment and operation of cannabis activities in the period before a non-urgency ordinance would become effective; and

WHEREAS, based on the findings above the potential establishment of cannabis activities in the City without regulation poses a current and immediate threat to the public health, safety and welfare in the City due to the negative land use and other impacts of such uses as described above; and

WHEREAS, it is in the interest of the City, its residents, and its lawfully permitted businesses that City staff consider zoning, zoning ordinance amendments, and/or other measures to locally regulate cannabis activities in the City; and

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WHEREAS, California Government Code Section 65858 expressly authorizes the City Council to adopt by four-fifth (4/5) vote, without following the procedures otherwise required for the adoption of a zoning ordinance, an interim-urgency ordinance which is necessary for the immediate protection of the public health, safety, and welfare; and

WHEREAS, it is the present intention of the City Council to keep this interim-urgency ordinance in effect only until the adoption of an ordinance establishing regulations regarding cannabis activities.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUSANVILLE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City Council of the City of Susanville hereby finds and determines that all of the above Recitals are true and correct and incorporates such Recitals into this Ordinance as is fully set forth herein.

SECTION 2. Findings.

The City Council hereby finds, determines and declares that this Urgency Ordinance adopted pursuant to California Government Code Section 65858 is necessary because:

- A. Certain provisions of the MAUCRSA become effective January 1, 2018, which may lead to state licensing of cannabis activities including cultivation, distribution, transport, delivery, storage, manufacturing, processing, and sale of both of the following: 1) Medicinal Cannabis and medicinal cannabis products for patients with valid physician's recommendations; 2) Adult-use cannabis and adult-use cannabis products for adults 21 years of age and over".
- B. To allow time for the City to consider, study, and enact comprehensive and detailed regulations for cannabis activities, it is necessary to adopt an interim-urgency ordinance prohibiting all cannabis activities, especially commercial cannabis activities, to the extent that the City has the authority to prohibit cannabis activities within its jurisdiction under local and state law, in all zones of the City.
- C. An interim-urgency ordinance will provide the City with time to study potential impacts cannabis activities may have on the public health, safety, and welfare.
- D. Without the imposition of an interim-urgency ordinance the City anticipates that one (1) or more cannabis activities (e.g., businesses such as dispensary, commercial cultivation operations, etc.) may locate in the City before a non-urgency ordinance would become effective, and that such uses may pose serious risks to the public health, safety, and welfare.
- E. There is a current and immediate threat to the public health, safety, and welfare of the City and its community, thereby necessitating the immediate enactment of an interim-urgency ordinance in order to ensure

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that cannabis activities are prohibited in the City. Prohibition of cannabis activities through this interim-urgency ordinance will allow the City sufficient time to research, prepare, and enact a comprehensive ordinance for the regulation of commercial (i.e., involving sales and monetary transactions) and non-commercial (i.e., personal use) cannabis activities.

SECTION 3. Urgent Need.

Based on the foregoing recitals and findings, all of which the City Council deems true and correct, this interim-urgency ordinance is needed for the immediate preservation of the public health, safety, and welfare. This interim-urgency ordinance shall take effect immediately upon adoption and shall be of no further force and effect forty-five (45) days following the date of its adoption unless extended in accordance with the provisions set forth in Government Code Section 65858.

SECTION 4. Definitions.

For purposes of this Title, the following definitions shall apply:

- A. "Cannabis" is to be interpreted broadly to mean all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis. "Cannabis" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this division, "cannabis" does not mean "industrial hemp" as defined by Section 11018.5 of the Health and Safety Code.
- B. "Cannabis accessories" is to be interpreted broadly to mean any equipment, products or materials of any kind which are used, intended for use, or designed for use in planning, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, smoking, vaporizing, or containing cannabis, or for ingesting, inhaling, or otherwise introducing cannabis or cannabis products into the human body.
- C. "Cannabis activities" is to be interpreted broadly to include any one or more of the following: the cultivation possession, manufacture, distribution, processing, storing, laboratory testing, labeling, transportation, distribution, delivery or sale of cannabis and cannabis products.

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- D. "Cannabis products" is to be interpreted broadly to mean cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or concentrated cannabis and other ingredients.
- E. "Cultivation" is to be interpreted broadly to mean any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis.
- F. "Delivery" is to be interpreted broadly to mean the commercial transfer or sale of cannabis or cannabis products to a customer. "Delivery" also includes the use by a retailer of any technology platform owned and controlled by the retailer, or independently licensed under California law, that enables customers to arrange for or facilitate the commercial transfer or sale by a licensed retailer of cannabis or cannabis products.
- G. "Distribution" is to be interpreted broadly to mean the procurement, sale, and transport of cannabis and cannabis products between entities for commercial use purposes.
- H. "Licensee" means the holder of any state issued license related to cannabis activities, including but not limited to licenses issued under Division 10 of the Business & Professions Code.
- I. "Manufacture" is to be interpreted broadly to mean to compound, blend, extract, infuse, or otherwise make or prepare cannabis products.
- J. "Person" includes any individual, firm, co-partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit, and the plural as well as the singular.
- K. "Personal Cultivation" means cultivation of cannabis as allowed under paragraph (3) of subdivision (a) of Section 11362.1 of the California Health and Safety Code. Personal Cultivation is subject to the restrictions contained within 11362.2 of the California Health of Safety Code.
- L. "Private residence" means a house, an apartment unit, a mobile home, or other similar residential dwelling with a postal address.
- M. "Sale", "sell", and "to sell" are to be interpreted broadly to include any transaction whereby, for any consideration, title to cannabis or cannabis products are transferred from one person to another, and includes the delivery of cannabis or cannabis products pursuant to an order placed for the purchase of the same and soliciting or receiving an order for the same, but does not include the return of cannabis or cannabis products by a licensee to the licensee from whom such cannabis or cannabis product was purchased.

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N. Any term defined in this Section also includes any meaning given the same term as defined in Section 26001 of the California Business & Professions Code or similar definitional sections of the California Health & Safety Code, unless otherwise specified.

SECTION 5. Prohibited Use.

For the period of this interim-urgency ordinance or any extension thereof cannabis activities, as defined herein, shall be prohibited uses and unlawful in all zoning districts and other parts of the City, with the exception of those non-commercial cannabis activities expressly deemed to be lawful under state and local law in the MAUCRSA such as those listed in Health and Safety Code section 11362.1. However, personal cultivation of up to six cannabis plants outside upon the grounds of a private residence shall also be prohibited as allowed under Health and Safety Code section 11362.2(b)(3). However, notwithstanding any other provision of this ordinance, the personal non-commercial cultivation for personal use of up to six cannabis plants within a private residence as described in Health and Safety Code section 11362.2(a) shall not be prohibited by this ordinance, but the City may develop and enact reasonable regulations to regulate such activity as provided in Health and Safety Code 11362.2(b)(1). During the effective period of this interim-urgency ordinance, no cannabis activities shall be established or continued if previously established, and no use permit, variance, building permit, or any other entitlement or permit, whether administrative, ministerial, or discretionary, shall be approved or issued for cannabis activities herein in any zoning district or other area within the City, and no person shall otherwise establish such businesses or operations conducting cannabis activities in any zoning district or other area within the City.

SECTION 6. Penalty for Violation.

No person, whether as principal, agent, employee or otherwise, shall violate, cause the violation of, or otherwise fail to comply with any of the requirements of this ordinance. Every act prohibited or declared unlawful by this ordinance, and every failure to perform an act made mandatory by this ordinance, shall be a misdemeanor. Violations of this ordinance may, but need not be, be prosecuted as a misdemeanor or an infraction, at the discretion of the City Attorney or the District Attorney. The City Attorney or District Attorney shall consider the following factors in exercising his or her discretion to prosecute the violation as an infraction: (a) the severity of the threat of the cannabis activity causing the violation to public safety; (b) whether the violation is a first offense; (c) whether the violation did or did not place minors under the age of 18 at significant risk; and (d) any other factor that the City or District Attorney finds merits a lesser punishment than a misdemeanor. Any violations of this ordinance may be prosecuted criminally and/or civilly. In addition to the penalties provided in this section, any activity, circumstance, or condition caused or permitted to exist in violation of any of the provisions of this ordinance is declared a public nuisance and may be abated as provided in this Municipal Code and/or under state law.

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SECTION 7. Authority.

This interim-urgency ordinance is enacted pursuant to the authority conferred upon the City Council of the City of Susanville by Government Code Section 65858, and therefore shall be in full force and effect immediately upon its adoption by a four-fifths (4/5) vote of the City Council. This interim-urgency ordinance shall continue in effect for forty-five days (45) from the date of its adoption and shall thereafter be of no further force and effect unless, after notice pursuant to Government Code 65090 and a public hearing, the City extends the interim-urgency ordinance for an additional period of time pursuant to Government Code 65858. Government Code 65858 further provides that such an urgency measure may be extended for up to an additional twenty-two (22) months and fifteen (15) days beyond the original forty-five (45) day period.

SECTION 8. Council Direction.

During the period of this interim-urgency ordinance, and any extension thereof, the City Council hereby directs City staff to: (1) study, consider, and recommend potential regulations and policies regarding cannabis activities within the City; (2) study, consider, and recommend reasonable regulations for personal, non-commercial cultivation of cannabis that may be authorized under Health and Safety Code section 11362.2; (3) issue a written report describing the measures which the City has taken to address the conditions which led to the adoption of this interim-urgency ordinance with the City Council ten (10) days prior to the expiration of this interim-urgency ordinance, or any extension thereof, and make such report available to the public.

SECTION 9. CEQA.

The City Council hereby finds this interim-urgency ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines (Title 14 Cal Code Regs.), because it has no potential for resulting in physical change in the environment, directly or indirectly (See also CEQA Guidelines section 15060(c)(2). The City Council further finds, under CEQA Guidelines Section 15061(b)(3), that this interim-urgency ordinance is also exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have significant effect on the environment, the activity is not subject to CEQA. The City Council, therefore, directs that a Notice of Exemption be filed with the County Clerk of the County of Lassen in accordance with CEQA Guidelines.

SECTION 10. Severability.

If any section, subsection, subdivision, sentence, clause, phrase, or portion of this interim-urgency ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this interim-urgency ordinance. The City Council hereby declares that it would have adopted this interim-urgency ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or

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portion thereof, irrespective of the fact that any one of more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

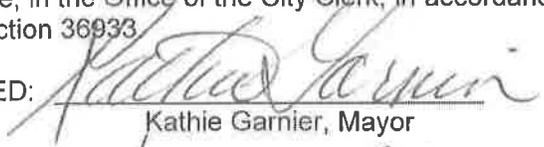
SECTION 11. Custodian of Records.

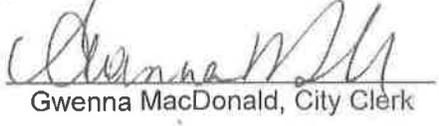
The documents and materials that constitute the record of proceedings on which this interim-urgency ordinance is based are located at the City Clerk's office located at 66 North Lassen St., Susanville, CA 96130. The custodian of these records is the City Clerk.

SECTION 12. Restatement of Existing Law.

Neither the adoption of this interim-urgency ordinance nor the repeal of any other ordinance of this City shall in any manner affect the prosecution for violations of ordinances, which violations were committed prior to the effective date hereof, nor be construed as a waiver of any license or penalty or the penal provisions applicable to any violation thereof. The provisions of this interim-urgency ordinance, insofar as they are substantially the same as ordinance provisions previously adopted by the City relating to the same subject matter or relating to the enumeration of permitted uses under the City's zoning code, shall be construed as restatements and continuations, and not as new enactments.

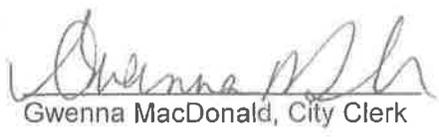
SECTION 13. The City Clerk shall certify as to the adoption of this interim-urgency ordinance and shall cause it to be published within fifteen (15) days of the adoption and shall post a certified copy of this interim-urgency ordinance, including the vote for and against the same, in the Office of the City Clerk, in accordance with California Government Code Section 36933.

APPROVED: 
Kathie Garnier, Mayor

ATTEST: 
Gwenna MacDonald, City Clerk

The foregoing interim-urgency ordinance was adopted at a regular meeting of the City Council of the City of Susanville, held on the 6th day of December, 2017 by the following vote:

AYES: Wilson, Stafford, Franco, Schuster and Garnier
NOES: None
ABSENT: None
ABSTAINING: None


Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:


Jessica Ryan, City Attorney

Reviewed by: D Interim City Administrator
 City Attorney

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

Submitted by: Deborah Savage, Finance Manager

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated October 6, 2018 through October 26, 2018 numbered 202159 through 202358.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 681,331.18 plus \$ 221,999.99 in payroll warrants, for a total of \$ 903,331.17.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/04/2018	202359	1367	MELTON DESIGN GROU	RIVERSIDE PARK DESIGN	10042018	1	2040-463-71-43	TECHNICAL SVCS	44,498.75	44,498.75
Total 10042018:											44,498.75
Grand Totals:											44,498.75
											44,498.75

Report Criteria:
Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
10/05/2018	CDPT	10/10/2018	839	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 10/5/	7650-2203-1	6,996.41-
10/05/2018	CDPT	10/10/2018	839	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 10/5/	7650-2203-1	6,996.41-
10/05/2018	CDPT	10/10/2018	839	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 10/5/2018	7650-2203-1	2,234.16-
10/05/2018	CDPT	10/10/2018	839	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 10/5/2018	7650-2203-1	2,234.16-
10/05/2018	CDPT	10/10/2018	839	CITY OF SUSANVILLE PAYRL T	1	Federal Withholding Tax Pay Peri	7650-2203-1	13,848.65-
Total 839:			5					32,309.79-
10/05/2018	CDPT	10/10/2018	840	EMPLOYMENT DEV. DEPT PI	6	State Witholding Tax Pay Period:	7650-2203-1	4,830.11-
Total 840:			1					4,830.11-
10/05/2018	CDPT	10/10/2018	841	EMPLOYMENT DEV DEPT SDI	7	State Disability Tax Pay Period: 1	7650-2203-1	1,411.32-
Total 841:			1					1,411.32-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Municipal Pay Period: 10/	7650-2203-1	2,573.52-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Municipal Pay Period: 10/	7650-2203-1	5,025.06-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Police Pay Period: 10/5/2	7650-2203-1	1,348.22-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Police Pay Period: 10/5/2	7650-2203-1	1,731.12-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Fire Pay Period: 10/5/201	7650-2203-1	484.63-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Fire Pay Period: 10/5/201	7650-2203-1	1,408.79-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS Misc Pay and Report Pay	7650-2203-1	74.92-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS Fire Pay and Report Pay P	7650-2203-1	100.16-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	1,853.38-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	2,028.95-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	1,965.76-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	1,988.85-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	841.78-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	851.68-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	Survivor's Benefits Pay Period: 1	7650-2203-1	13.00-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Municipal Benefit Pay Pe	7650-2203-1	349.47-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Fire Benefit Pay Period:	7650-2203-1	812.53-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS - Police Benefit Pay Period	7650-2203-1	1,348.22-
10/05/2018	CDPT	10/10/2018	842	P.E.R.S.	8	PERS ADJ- SOBOL PRIOR PERI	7650-2203-1	11.13
Total 842:			19					24,788.91-
10/05/2018	CDPT	10/10/2018	202367	CA STATE DISBURSEMENT UNI	37	Case #2000	7650-2203-0	69.23-
Total 202367:			1					69.23-
10/05/2018	CDPT	10/10/2018	202368	NATIONWIDE RETIREMENT SO	5	00284077 Pepsco Pay Period: 1	7650-2203-0	525.00-
Total 202368:			1					525.00-
10/05/2018	CDPT	10/10/2018	202369	NEVADA STATE TREASURER	44	REM ID 876772300A Garnishme	7650-2203-0	2.00-
Total 202369:			1					2.00-
10/05/2018	CDPT	10/10/2018	202370	STATE COLLECTION & DISBUR	43	REM ID 876772300A Child Supp	7650-2203-0	406.15-
Total 202370:			1					406.15-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
10/05/2018	CDPT	10/10/2018	202371	VALIC	4	Valic Pay Period: 10/5/2018	7650-2203-0	2,363.08-
			Total 202371:					2,363.08-
10/05/2018	CDPT	10/10/2018	202372	VANTAGEPOINT TRANS. AGEN	3	457 DEFERRED COMPENSATIO	7650-2203-0	150.00-
			Total 202372:					150.00-
			Grand Totals:					66,855.59-

Report Criteria:
 Transmittal checks included

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
10/18	10/10/2018	202373	728	U S POSTMASTER	UB BILLING GAS	101018	1	7401-430-62-46	POSTAGE	79.93	79.93	
10/18	10/10/2018	202373	728	U S POSTMASTER	UB BILLING WATER	101018	2	7110-430-42-46	POSTAGE	155.13	155.13	
Total 101018:											235.06	235.06
Grand Totals:											235.06	235.06

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
10/18	10/11/2018	202374	9475	49ER COMMUNICATIONS	COMMUNICATION EQUIPMENT-	44804	1	1000-422-10-44	RADIOS - REPAIR & MAINTENA	3,077.18	3,077.18
Total 44804:											
10/18	10/11/2018	202375	8668	ADAMS ASHBY GROUP, I	PROFESSIONAL SERVICES	2377	1	2040-463-71-43	TECHNICAL SVCS	1,575.00	1,575.00
Total 2377:											
10/18	10/11/2018	202376	6611		REFUND WATER DEPOSIT	10111450008	1	7110-2228-000	DEPOSITS-CUSTOMER	16.79	16.79
Total 10111450008:											
10/18	10/11/2018	202377	6591		REFUND WATER DEPOSIT	10308700008	1	7110-2228-000	DEPOSITS-CUSTOMER	8.29	8.29
Total 10308700008:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	TRAVEL EXPENSE-WATER	1113 092518	1	7110-430-42-45	TRAVEL	172.58	172.58
10/18	10/11/2018	202378	884	BANK OF AMERICA	REPAIR & MAINT-WATER	1113 092518	2	7110-430-42-44	REPAIR AND MAINTENANCE-F	519.23	519.23
Total 1113 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-PD	1159 092518	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	150.11	150.11
Total 1159 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	DUES & MEMBERSHIP	2064 092518	1	1000-413-20-47	SOFTWARE	14.99	14.99
Total 2064 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	POSTAGE-PD	2754 092518	1	1000-421-10-46	POSTAGE	36.10	36.10
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-PD	2754 092518	2	1000-421-10-46	SUPPLIES-GENERAL	697.34	697.34
10/18	10/11/2018	202378	884	BANK OF AMERICA	ADVERTISING- PD	2754 092518	3	1000-421-10-45	ADVERTISING	180.30	180.30
10/18	10/11/2018	202378	884	BANK OF AMERICA	SAFETY SUPPLIES-PD	2754 092518	4	1000-421-10-47	EQUIPMENT - SAFETY	11.70	11.70
10/18	10/11/2018	202378	884	BANK OF AMERICA	SOFTWARE SUPPORT-PD	2754 092518	5	1000-421-10-47	SOFTWARE	1,758.00	1,758.00
10/18	10/11/2018	202378	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	2754 092518	6	1000-421-10-45	TRAINING	112.20	112.20

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-PD	2754 092518	7	1000-421-10-47	MACHINERY AND EQUIPMENT	680.99	680.99
Total 2754 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-PD	2896 092518	1	1000-421-10-47	MACHINERY AND EQUIPMENT	241.17	241.17
10/18	10/11/2018	202378	884	BANK OF AMERICA	REPAIR & MAINT-PD	2896 092518	2	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	156.73	156.73
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-PD	2896 092518	3	1000-421-10-48	CHIEF'S MISCELLANEOUS/SPO	1,734.64	1,734.64
Total 2896 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-AP	4036 092518	1	7620-430-11-45	TRAVEL/TRAINING	2,272.73	2,272.73
Total 4036 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	POSTAGE-FD	4119 092518	1	1000-422-10-43	VOLUNTEERS	117.94	117.94
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-FD	4119 092518	2	1000-422-10-46	SUPPLIES-GENERAL	13.09	13.09
10/18	10/11/2018	202378	884	BANK OF AMERICA	JANITORIAL SUPPLIES-FD	4119 092518	3	1000-422-10-46	SUPPLIES-JANITORIAL	40.50	40.50
Total 4119 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	TRAVEL EXPENSE- BUILDING	4728 092518	1	1000-424-20-45	TRAVEL	530.28	530.28
Total 4728 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	WEB BUILDER-AP	5203 092518	1	7620-430-11-48	DUES AND MEMBERSHIPS	22.95	22.95
Total 5203 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	TRAVEL EXPENSE- BUILDING	6197 092518	1	1000-424-20-45	TRAVEL	850.00	850.00
10/18	10/11/2018	202378	884	BANK OF AMERICA	TRAVEL EXPENSE	6197 092518	2	1000-411-10-45	TRAVEL	494.78	494.78
10/18	10/11/2018	202378	884	BANK OF AMERICA	CREDIT	6197 092518	3	1000-417-10-46	SUPPLIES-GENERAL	221.14	221.14
Total 6197 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	ADVERTISING	6579 092518	1	1000-416-10-45	ADVERTISING	400.00	400.00
10/18	10/11/2018	202378	884	BANK OF AMERICA	TRAVEL EXPENSE	6579 092518	2	1000-424-20-45	TRAVEL	409.28	409.28
10/18	10/11/2018	202378	884	BANK OF AMERICA	REPAIR & MAINT- PARKS	6579 092518	3	1000-452-21-44	FACILITY - REPAIR & MAINTEN	289.51	289.51
10/18	10/11/2018	202378	884	BANK OF AMERICA	JANITORIAL SUPPLIES	6579 092518	4	1000-417-10-46	SUPPLIES-JANITORIAL	21.39	21.39
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES	6579 092518	5	1000-417-10-46	SUPPLIES-GENERAL	31.39	31.39

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/11/2018	202378	884	BANK OF AMERICA	JANITORIAL SUPPLIES	6579 092518	6	1000-417-10-46	SUPPLIES-JANITORIAL	78.04	78.04
10/18	10/11/2018	202378	884	BANK OF AMERICA	CITY HALL PHONES	6579 092518	7	1000-417-10-45	COMMUNICATIONS	522.46	522.46
10/18	10/11/2018	202378	884	BANK OF AMERICA	WEB SUPPORT	6579 092518	8	1000-417-10-43	TECHNICAL SVCS	361.58	361.58
Total 6579 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	REPAIR & MAINT-PW	6583 092518	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	256.10	256.10
Total 6583 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-WATER	6624 092518	1	7110-430-42-46	SUPPLIES-GENERAL	232.79	232.79
10/18	10/11/2018	202378	884	BANK OF AMERICA	POSTAGE-PW	6624 092518	2	7620-430-10-46	POSTAGE	22.60	22.60
Total 6624 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-FD	6670 092518	1	1000-422-10-46	SUPPLIES-GENERAL	130.97	130.97
10/18	10/11/2018	202378	884	BANK OF AMERICA	REPAIR & MAINT-FD	6670 092518	2	1000-422-10-44	FACILITY - REPAIR & MAINTEN	143.55	143.55
Total 6670 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	7045 092518	1	7620-430-10-47	SOFTWARE	232.99	232.99
10/18	10/11/2018	202378	884	BANK OF AMERICA	DUES & MEMBERSHIP-PW	7045 092518	2	7620-430-10-48	DUES AND MEMBERSHIPS	22.95	22.95
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-PW	7045 092518	3	7620-430-10-46	SUPPLIES-GENERAL	291.13	291.13
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-GAS	7045 092518	4	7401-430-62-46	SUPPLIES-GENERAL	2,617.15	2,617.15
10/18	10/11/2018	202378	884	BANK OF AMERICA	POSTAGE-PW	7045 092518	5	7620-430-10-46	POSTAGE	187.60	187.60
Total 7045 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SUPPLIES-GAS	7575 092518	1	7401-430-62-46	SUPPLIES-GENERAL	10.70	10.70
Total 7575 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	REPAIR & MAINT-PD	8830 092518	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	165.56	165.56
10/18	10/11/2018	202378	884	BANK OF AMERICA	VOLUNTEERS-PD	8830 092518	2	1000-421-10-48	POLICE VOLUNTEER PROGRA	49.54	49.54
Total 8830 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	TRAVEL EXPENSE-FD	8852 092518	1	1000-422-50-45	TRAVEL	65.26	65.26

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 8852 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	SPECIAL OPS-PD	8955 092518	1	1000-421-10-48	SPECIAL OPERATIONS	326.74	326.74
Total 8955 092518:											
10/18	10/11/2018	202378	884	BANK OF AMERICA	PROSHOP SUPPLIES-GC	9430 092518	1	7530-451-55-46	SUPPLIES - GENERAL	460.45	460.45
Total 9430 092518:											
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	1	8407-430-10-48	GRANTS	3,000.00	3,000.00
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	2	8407-430-10-48	GRANTS	1,500.00	1,500.00
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	3	8407-430-10-48	GRANTS	3,000.00	3,000.00
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	4	8407-430-10-48	GRANTS	3,000.00	3,000.00
Total 100918:											
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	1	8407-430-10-48	GRANTS	3,000.00	3,000.00
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	2	8407-430-10-48	GRANTS	1,500.00	1,500.00
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	3	8407-430-10-48	GRANTS	1,500.00	1,500.00
10/18	10/11/2018	202379	9432		WOODSTOVE REBATE	100918	4	8407-430-10-48	GRANTS	1,500.00	1,500.00
Total 100918.:											
10/18	10/11/2018	202380	9466	BAUTISTA, FRANCISCO	FULL FUNCTION SCAN & SOFT	08301832398	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	1,420.70	1,420.70
10/18	10/11/2018	202380	9466	BAUTISTA, FRANCISCO	FULL FUNCTION SCAN & SOFT	08301832398	2	7110-430-42-46	SUPPLIES-SMALL TOOLS	1,420.71	1,420.71
10/18	10/11/2018	202380	9466	BAUTISTA, FRANCISCO	FULL FUNCTION SCAN & SOFT	08301832398	3	7401-430-62-46	SUPPLIES-SMALL TOOLS	1,420.71	1,420.71
Total 08301832398:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES-GC	421995	1	7530-451-52-46	SUPPLIES-GENERAL	19.29	19.29
Total 421995:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	422138	1	1000-452-20-47	MACHINERY AND EQUIPMENT	240.35	240.35
Total 422138:											

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
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	422323	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	9.16	9.16
Total 422323:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES- GC	423037	1	7530-451-52-46	SUPPLIES-GENERAL	57.90	57.90
Total 423037:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	423453	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	99.51	99.51
Total 423453:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	423632	1	1000-452-21-46	SUPPLIES-GENERAL	7.94	7.94
Total 423632:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	423833	1	1000-452-20-46	SUPPLIES-GENERAL	14.68	14.68
Total 423833:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES- GC	423996	1	7530-451-52-46	SUPPLIES-GENERAL	25.53	25.53
Total 423996:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	424091	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	26.04	26.04
Total 424091:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES-FD	424111	1	1000-422-10-46	SUPPLIES-GENERAL	27.19	27.19
Total 424111:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES	424273	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	13.50	13.50
Total 424273:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES	424309	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	39.63	39.63

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 424309:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES	424510	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	46.56	46.56
Total 424510:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES- PW	424580	1	7620-430-10-46	SUPPLIES-GENERAL	9.26	9.26
Total 424580:											
10/18	10/11/2018	202381	76	BILLINGTON ACE HARD	SUPPLIES	424712	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	11.27	11.27
Total 424712:											
10/18	10/11/2018	202382	1307	C&S WASTE SOLUTIONS	110 NORTH ST	110NORTHST 100118	1	1000-452-20-44	DISPOSAL	252.28	252.28
Total 110NORTHST 100118:											
10/18	10/11/2018	202382	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	470895CIRCLE 100118	1	7530-451-52-44	DISPOSAL	210.11	210.11
Total 470895CIRCLE 100118:											
10/18	10/11/2018	202382	1307	C&S WASTE SOLUTIONS	MEMORIAL PARK	MEMORIALPARKCLEANU	1	1000-452-20-44	DISPOSAL	156.01	156.01
Total MEMORIALPARKCLEANUP:											
10/18	10/11/2018	202382	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 100118	1	1000-417-10-44	DISPOSAL	175.00	175.00
Total SVL2 100118:											
10/18	10/11/2018	202382	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 100118	1	1000-452-20-44	DISPOSAL	207.59	207.59
Total SVL5 100118:											
10/18	10/11/2018	202382	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 100118	1	1000-421-10-44	DISPOSAL	103.80	103.80
Total SVL7 100118:											

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
10/18	10/11/2018	202383	9463		CARL MOYER GRANT	092518	1	8405-430-10-48	GRANTS	35,000.00	35,000.00
Total 092518:											
10/18	10/11/2018	202384	9471		REFUND WATER DEPOSIT	10108850006	1	7110-2228-000	DEPOSITS-CUSTOMER	60.78	60.78
Total 10108850006:											
10/18	10/11/2018	202385	148	COMPUTER LOGISTICS	MONTHLY SERVICES MAINTEN	71909	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 71909:											
10/18	10/11/2018	202385	148	COMPUTER LOGISTICS	BARRACUDA UPDATES	71914	1	1000-417-10-43	TECHNICAL SVCS	100.00	100.00
Total 71914:											
10/18	10/11/2018	202386	173	DATCO SERVICES	SUBSTANCE TEST	141360	1	1000-416-10-43	TECHNICAL SVCS	577.50	577.50
Total 141360:											
10/18	10/11/2018	202386	173	DATCO SERVICES	SUBSTANCE TEST	34512456	1	1000-416-10-43	TECHNICAL SVCS	52.00	52.00
Total 34512456:											
10/18	10/11/2018	202387	194	DIAMOND SAW SHOP IN	SUPPLIES-PARKS	16616	1	1000-452-20-46	SUPPLIES-GENERAL	25.74	25.74
Total 16616:											
10/18	10/11/2018	202388	1538	DYER ENGINEERING CO	PHASE II- CADY SPRINGS	3280	1	8406-413-21-43	PROFESSIONAL SERVICES	55,806.69	55,806.69
10/18	10/11/2018	202388	1538	DYER ENGINEERING CO	INCREASE PHASE II- CADY SP	3280	2	8406-413-21-43	PROFESSIONAL SERVICES	23,588.32	23,588.32
10/18	10/11/2018	202388	1538	DYER ENGINEERING CO	REDUCED	3280	3	8406-413-21-43	PROFESSIONAL SERVICES	37,559.75-	37,559.75-
10/18	10/11/2018	202388	1538	DYER ENGINEERING CO	FIXED ERROR	3280	4	8406-413-21-43	PROFESSIONAL SERVICES	5,090.00-	5,090.00-
Total 3280:											
10/18	10/11/2018	202389	241	FEATHER PUBLISHING C	EMPLOYMENT AD ADMINISTRA	1468427	1	1000-416-10-45	ADVERTISING	105.60	105.60
Total 1468427:											

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
10/18	10/11/2018	202389	241	FEATHER PUBLISHING C	EMPLOYMENT AD GAS TECH II	1468444	1	1000-416-10-45	ADVERTISING	105.60	105.60
Total 1468444:											
10/18	10/11/2018	202389	241	FEATHER PUBLISHING C	EMPLOYMENT AD ADMINISTRA	1469159	1	1000-416-10-45	ADVERTISING	105.60	105.60
Total 1469159:											
10/18	10/11/2018	202389	241	FEATHER PUBLISHING C	EMPLOYMENT AD GAS TECH II	1469166	1	1000-416-10-45	ADVERTISING	105.60	105.60
Total 1469166:											
10/18	10/11/2018	202389	241	FEATHER PUBLISHING C	EMPLOYMENT AD CITY ADMINI	1469237	1	1000-416-10-45	ADVERTISING	98.00	98.00
Total 1469237:											
10/18	10/11/2018	202389	241	FEATHER PUBLISHING C	EMPLOYMENT AD LATERAL PO	1470717	1	1000-416-10-45	ADVERTISING	158.40	158.40
Total 1470717:											
10/18	10/11/2018	202389	241	FEATHER PUBLISHING C	YELLOW PAGES- GC	151405	1	7530-451-52-45	ADVERTISING	55.00	55.00
Total 151405:											
10/18	10/11/2018	202390	265	FRONTIER	257-0315 AWOS AIRPORT	0315 091518	1	7201-430-81-45	COMMUNICATIONS	46.11	46.11
Total 0315 091518:											
10/18	10/11/2018	202390	265	FRONTIER	257-5603 POLICE	5603 091018	1	1000-421-10-45	COMMUNICATIONS	353.44	353.44
Total 5603 091018:											
10/18	10/11/2018	202391	5572		REFUND GAS DEPOSIT	10531903503	1	7401-2228-000	DEPOSITS-CUSTOMER	192.77	192.77
Total 10531903503:											
10/18	10/11/2018	202392	288		REIMBURSE HEALTH INS	101018	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	81.64	81.64

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 10/1018:											
10/18	10/11/2018	202393	312	HISTORIC USA	7/18 COLLECTIONS, NET	101018	1	8401-2228-000	DEPOSITS PAYABLE	81.64	81.64
10/18	10/11/2018	202393	312	HISTORIC USA	5%FEE 7/18 COLLECTIONS	101018	2	8401-2228-000	DEPOSITS PAYABLE	5,828.63	5,828.63
10/18	10/11/2018	202393	312	HISTORIC USA	5%FEE 7/18 COLLECTIONS	101018	3	1000-415-10-34	REIMBURSEMENTS (HUSA/LAF)	306.78	306.78
Total 101018:											
10/18	10/11/2018	202393	312	HISTORIC USA	8/18 COLLECTIONS, NET	101018	1	8401-2228-000	DEPOSITS PAYABLE	4,239.37	4,239.37
10/18	10/11/2018	202393	312	HISTORIC USA	5%FEE 8/18 COLLECTIONS	101018	2	8401-2228-000	DEPOSITS PAYABLE	223.13	223.13
10/18	10/11/2018	202393	312	HISTORIC USA	5%FEE 8/18 COLLECTIONS	101018	3	1000-415-10-34	REIMBURSEMENTS (HUSA/LAF)	223.13	223.13
Total 101018:.											
10/18	10/11/2018	202393	312	HISTORIC USA	9/18 COLLECTIONS, NET	101018	1	8401-2228-000	DEPOSITS PAYABLE	1,401.25	1,401.25
10/18	10/11/2018	202393	312	HISTORIC USA	5%FEE 9/18 COLLECTIONS	101018	2	8401-2228-000	DEPOSITS PAYABLE	73.25	73.25
10/18	10/11/2018	202393	312	HISTORIC USA	5%FEE 9/18 COLLECTIONS	101018	3	1000-415-10-34	REIMBURSEMENTS (HUSA/LAF)	73.25	73.25
Total 101018:..											
10/18	10/11/2018	202394	1136	HISTORIC USA	REIM SUPPLIES	100918	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	7.00	7.00
10/18	10/11/2018	202394	1136	HISTORIC USA	REIM SUPPLIES	100918	2	7620-430-10-46	SUPPLIES-GENERAL	7.69	7.69
Total 100918:											
10/18	10/11/2018	202395	8829	HISTORIC USA	REFUND GAS DEPOSIT	10113760000	1	7401-2228-000	DEPOSITS-CUSTOMER	14.69	14.69
Total 10113760000:											
10/18	10/11/2018	202396	332	INTERSTATE GAS SERVI	GAS CONSULTING SVC 2/18-6/1	7021436	1	7401-430-62-43	PROFESSIONAL SVCS	2,000.00	2,000.00
Total 7021436:											
10/18	10/11/2018	202397	9469	HISTORIC USA	REFUND GAS DEPOSIT	10509550119	1	7401-2228-000	DEPOSITS-CUSTOMER	188.36	188.36
Total 10509550119:											
10/18	10/11/2018	202398	237	JOHN DEERE FINANCIAL	REPAIRS-G.C	491199	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	163.07	163.07

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 491199:											
10/18	10/11/2018	202399	1350	JONES & MAYER	PROFESSIONAL SERVICES	88664	1	1000-412-10-43	PROFESSIONAL SVCS	1,402.50	1,402.50
Total 88664:											
10/18	10/11/2018	202400	362	KAUFFMAN, BILL	CUSTODIAL SVCS	753422	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 753422:											
10/18	10/11/2018	202401	9467		REFUND GAS OVERPAYMENT	10531800536	1	9999-1001-001	CASH CLEARING - UTILITIES	34.60	34.60
Total 10531800536:											
10/18	10/11/2018	202402	9170	KOBO UTILITY CONSTRU	PROFESSIONAL SERVICES	100918	1	7201-2206-000	RETENTION PAYABLE	7,534.80	7,534.80
Total 100918:											
10/18	10/11/2018	202403	372	KRONICK, MOSKOVITZ	PROFESSIONAL SERVICES 8/2	291890	1	1000-412-10-43	PROFESSIONAL SVCS	27,942.30	27,942.30
Total 291890:											
10/18	10/11/2018	202404	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	309396	1	1000-452-20-46	SUPPLIES-GENERAL	8.37	8.37
Total 309396:											
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	80949	1	1000-452-20-44	DISPOSAL	2.07	2.07
Total 80949:											
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	81386	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	76.50	76.50
Total 81386:											
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-PD	81699	1	1000-421-10-44	DISPOSAL	21.42	21.42
Total 81699:											

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
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	82224	1	1000-452-20-44	DISPOSAL	3.06	3.06
Total 82224:											
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	82291	1	1000-452-20-44	DISPOSAL	17.00	17.00
Total 82291:											
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-GC	82424	1	7530-451-52-44	DISPOSAL	4.23	4.23
Total 82424:											
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	82468	1	1000-452-20-44	DISPOSAL	4.23	4.23
Total 82468:											
10/18	10/11/2018	202405	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	82495	1	1000-452-20-44	DISPOSAL	2.88	2.88
Total 82495:											
10/18	10/11/2018	202406	9473		REFUND GAS DEPOSIT	10506700005	1	7401-2228-000	DEPOSITS-CUSTOMER	180.06	180.06
Total 10506700005:											
10/18	10/11/2018	202407	9474		REFUND WATER DEPOSIT	10506100007	1	7110-2228-000	DEPOSITS-CUSTOMER	71.87	71.87
Total 10506100007:											
10/18	10/11/2018	202408	437	LMUD	AIRPORT VASI LIGHTS	10108 092518	1	7201-430-81-46	ELECTRICITY	149.90	149.90
Total 10108 092518:											
10/18	10/11/2018	202408	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 091918	1	1000-452-20-46	ELECTRICITY	27.41	27.41
Total 10262 091918:											
10/18	10/11/2018	202408	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 092518	1	7530-451-52-46	ELECTRICITY	27.41	27.41
Total 122907 092518:											
										2,542.68	2,542.68

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 122907 092518:											
10/18	10/11/2018	202408	437	LMUD	GOLF COURSE PUMP STATION	122910 092518	1	7530-451-52-46	ELECTRICITY	2,542.68	2,542.68
Total 122910 092518:											
10/18	10/11/2018	202408	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 092518	1	7530-451-52-46	ELECTRICITY	925.74	925.74
Total 122929 092518:											
10/18	10/11/2018	202408	437	LMUD	GOLF COURSE PUMP HOUSE	132052 092518	1	7530-451-52-46	ELECTRICITY	68.68	68.68
Total 132052 092518:											
10/18	10/11/2018	202408	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 092518	1	7530-451-52-46	ELECTRICITY	1,048.65	1,048.65
Total 144281 092518:											
10/18	10/11/2018	202408	437	LMUD	SOUTH ST ROOSEVELT AREA	1744 092818	1	1000-452-20-46	ELECTRICITY	8.44	8.44
Total 1744 092818:											
10/18	10/11/2018	202408	437	LMUD	RIVERSIDE DR. PARK	1999 092818	1	1000-452-20-46	ELECTRICITY	33.67	33.67
Total 1999 092818:											
10/18	10/11/2018	202408	437	LMUD	1505 MAIN ST	2876 092518	1	1000-422-10-46	ELECTRICITY	856.87	856.87
Total 2876 092518:											
10/18	10/11/2018	202408	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 092518	1	1000-452-20-46	ELECTRICITY	55.81	55.81
Total 3522 092518:											
10/18	10/11/2018	202408	437	LMUD	105 S ASH STREET	412864 092518	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 412864 092518:											

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
10/18	10/11/2018	202408	437	LMUD	AIRPORT LOT 5	51908 092518	1	7201-430-81-46	ELECTRICITY	20.15	20.15
Total 51908 092518:											
10/18	10/11/2018	202408	437	LMUD	AIRPORT HANGER 6	54333 092518	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 54333 092518:											
10/18	10/11/2018	202408	437	LMUD	925 SIERRA RD SPORTS CTR	60453 092518	1	1000-452-20-46	ELECTRICITY	20.58	20.58
Total 60453 092518:											
10/18	10/11/2018	202408	437	LMUD	AIRPORT OFFICE	7146 092518	1	7201-430-81-46	ELECTRICITY	426.67	426.67
Total 7146 092518:											
10/18	10/11/2018	202408	437	LMUD	AIRPORT GAS PUMP	7154 092518	1	7201-430-81-46	ELECTRICITY	29.02	29.02
Total 7154 092518:											
10/18	10/11/2018	202408	437	LMUD	GOLF COURSE CLUB HOUSE	7394 092518	1	7530-451-52-46	ELECTRICITY	78.45	78.45
Total 7394 092518:											
10/18	10/11/2018	202408	437	LMUD	GOLF COURSE CART BARN 2	7400 092518	1	7530-451-52-46	ELECTRICITY	44.85	44.85
Total 7400 092518:											
10/18	10/11/2018	202408	437	LMUD	1801 MAIN ST	8314 092518	1	1000-421-10-46	ELECTRICITY	1,892.75	1,892.75
Total 8314 092518:											
10/18	10/11/2018	202408	437	LMUD	GOLF COURSE BARN 1 & 3	9312 092518	1	7530-451-52-46	ELECTRICITY	20.15	20.15
Total 9312 092518:											
10/18	10/11/2018	202408	437	LMUD	RIVERSIDE PARK LIGHTS	9501 092818	1	1000-452-20-46	ELECTRICITY	213.95	213.95

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 9501 092818:											
10/18	10/11/2018	202409	9470		REFUND GAS DEPOSIT	10203172805	1	7401-2228-000	DEPOSITS-CUSTOMER	194.59	194.59
Total 10203172805:											
10/18	10/11/2018	202410	9472		REFUND GAS DEPOSIT	10109400013	1	7401-2228-000	DEPOSITS-CUSTOMER	149.56	149.56
Total 10109400013:											
10/18	10/11/2018	202411	451	MARTIN & CHAPMAN CO	ELECTION MATERIALS	2018437	1	1000-411-40-46	BOOKS AND PERIODICALS	448.28	448.28
Total 2018437:											
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	470-895 CIRCLE DR PROSHOP	030952	1	7530-451-50-43	TECHNICAL SVCS	40.00	40.00
Total 030952:											
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	75 WEATHERLOW SECURITY	031094	1	1000-452-20-43	TECHNICAL SVCS	40.00	40.00
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	CITY HALL SECURITY	031094	2	1000-417-10-43	TECHNICAL SVCS	48.00	48.00
Total 031094:											
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	470-895 CIRCLE DR PROSHOP	031195	1	7530-451-50-43	TECHNICAL SVCS	40.00	40.00
Total 031195:											
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	CITY HALL SECURITY	031356	1	1000-417-10-43	TECHNICAL SVCS	48.00	48.00
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	75 WEATHERLOW SECURITY	031356	2	1000-452-20-43	TECHNICAL SVCS	40.00	40.00
Total 031356:											
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	470-895 CIRCLE DR PROSHOP	031465	1	7530-451-50-43	TECHNICAL SVCS	40.00	40.00
Total 031465:											
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	60 N LASSEN SECURITY	031627	1	1000-417-10-43	TECHNICAL SVCS	224.00	224.00
10/18	10/11/2018	202412	452	MARTIN SECURITY SYST	75 WEATHERLOW SECURITY	031627	2	1000-452-20-43	TECHNICAL SVCS	65.00	65.00

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 031627:											
10/18	10/11/2018	202413	9422	MASTERMAN, LARRY W.	PROFESSIONAL SERVICES	080118	1	1000-413-21-43	TECHNICAL SERVICES	18,798.00	18,798.00
Total 080118:											
10/18	10/11/2018	202414	1463	MILLER CLEANING SERV	CUSTODIAL SERVICES- PD	MCS2457	1	1000-421-10-44	CUSTODIAL	450.00	450.00
Total MCS2457:											
10/18	10/11/2018	202415	9464		REFUND BUS. LICENSE CREDI	092818	1	9999-1001-004	CASH CLEARING - BUSINESS LI	41.00	41.00
Total 092818:											
10/18	10/11/2018	202416	824	OFFICE DEPOT	OFFICE SUPPLIES	210441617001	1	1000-415-10-46	SUPPLIES-GENERAL	57.88	57.88
Total 210441617001:											
10/18	10/11/2018	202417	7909		CARL MOYER GRANT	100918	1	8405-430-10-48	GRANTS	35,000.00	35,000.00
Total 100918:											
10/18	10/11/2018	202418	9465		REFUND GAS DEPOSIT	10432320318	1	7401-2228-000	DEPOSITS-CUSTOMER	148.76	148.76
Total 10432320318:											
10/18	10/11/2018	202419	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2499978	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	211.03	211.03
Total 2499978:											
10/18	10/11/2018	202419	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2500006	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	34.94	34.94
Total 2500006:											
10/18	10/11/2018	202419	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2500029	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	11.95	11.95
Total 2500029:											

Check Register - Payments by Vendor
 Check Issue Dates: 10/11/2018 - 10/11/2018

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
10/18	10/11/2018	202419	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2500328	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	152.02	152.02
Total 2500328:											
10/18	10/11/2018	202419	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2500338	1	1000-452-21-46	SUPPLIES-GENERAL	94.68	94.68
Total 2500338:											
10/18	10/11/2018	202419	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2500341	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	24.94	24.94
Total 2500341:											
10/18	10/11/2018	202420	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 10	58020 100118	1	1000-417-10-45	COMMUNICATIONS	840.00	840.00
Total 58020 100118:											
10/18	10/11/2018	202421	582	RAY MORGAN CO INC	COPIER- FD	2230053	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	36.92	36.92
Total 2230053:											
10/18	10/11/2018	202422	9216	SCHUSTER,ARMENDA	REIM TRAVEL EXPENSE	101018	1	1000-411-10-45	TRAVEL	97.89	97.89
Total 101018:											
10/18	10/11/2018	202423	969	SIERRA PACIFIC TURF S	SUPPLIES-GC	0535149	1	7530-451-52-46	SUPPLIES-GENERAL	942.35	942.35
Total 0535149:											
10/18	10/11/2018	202424	873	SUSANVILLE FORD INC	REPAIRS & MAINT #85- PD	6081071	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	9,059.33	9,059.33
Total 6081071:											
10/18	10/11/2018	202425	1265	SUSANVILLE PAINT CEN	SUPPLIES-PARKS	10000834	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	179.53	179.53
Total 10000834:											
10/18	10/11/2018	202425	1265	SUSANVILLE PAINT CEN	SUPPLIES- PARKS	10000883	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	134.64	134.64

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 10000883:											
10/18	10/11/2018	202425	1265	SUSANVILLE PAINT CEN	SUPPLIES-PARKS	10000966	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	323.91	323.91
Total 10000966:											
10/18	10/11/2018	202426	9295	TAMCO CAPITAL CORP	COMMUNICATIONS- PD	5005291053	1	1000-421-10-45	COMMUNICATIONS	217.10	217.10
Total 5005291053:											
10/18	10/11/2018	202426	9295	TAMCO CAPITAL CORP	SECURITY DEPOSIT	58901	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	876.00	876.00
Total 58901:											
10/18	10/11/2018	202427	9468		REFUND GAS DEPOSIT	10437750013	1	7401-2228-000	DEPOSITS-CUSTOMER	162.21	162.21
Total 10437750013:											
10/18	10/11/2018	202428	696	TECH SERVICES	MONTHLY MAINT. FEE TO ASS	1775	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1775:											
10/18	10/11/2018	202429	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	67607025	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	705.71	705.71
Total 67607025:											
10/18	10/11/2018	202430	1378	ZITO MEDIA	CABLE- FD	356225062 092718	1	1000-422-10-45	COMMUNICATIONS	46.84	46.84
Total 356225062 092718:											
Grand Totals:										254,271.53	254,271.53

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
10/18	10/15/2018	202431	1497		TR EX FOLSOM 10/16/18-10/18/	101518	1	1000-421-10-45	TRAINING	160.00	160.00
Total 101518:											
10/18	10/15/2018	202432	9480	TAMCO CAPITAL CORPO	SECURITY DEPOSIT	092718	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	876.00	876.00
Total 092718:											
Grand Totals:										1,036.00	1,036.00

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
10/18	10/17/2018	202433	9216		REIM TRAVEL EXPENSE	101718	1	1000-411-10-45	TRAVEL	827.01	827.01	
Total 101718:											827.01	827.01
Grand Totals:											827.01	827.01

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
10/18	10/18/2018	202434	927	BAXTER AUTO PARTS IN	SUPPLES-GAS	320200773	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	36.66	36.66
Total 320200773:											
10/18	10/18/2018	202434	927	BAXTER AUTO PARTS IN	SUPPLES-GAS	320200806	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	106.40	106.40
Total 320200806:											
10/18	10/18/2018	202434	927	BAXTER AUTO PARTS IN	SUPPLES-GAS	320201000	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	91.42	91.42
Total 320201000:											
10/18	10/18/2018	202434	927	BAXTER AUTO PARTS IN	CREDIT- GAS	320201026	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	14.84	14.84
Total 320201026:											
10/18	10/18/2018	202434	927	BAXTER AUTO PARTS IN	SUPPLES-GAS	320201027	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	8.62	8.62
Total 320201027:											
10/18	10/18/2018	202434	927	BAXTER AUTO PARTS IN	SUPPLES-GAS	320201035	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	84.24	84.24
Total 320201035:											
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	1	8402-413-30-45	PRINTING AND BINDING	36.70	36.70
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	2	8402-413-30-46	POSTAGE	13.38	13.38
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	3	8402-413-30-45	COMMUNICATIONS	67.05	67.05
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	4	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,500.00	2,500.00
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	5	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	500.00	500.00
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	6	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,982.50	1,982.50
Total 101518:											
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	1	8402-413-30-45	COMMUNICATIONS	67.77	67.77
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518	2	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,000.00	2,000.00

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
10/18	10/18/2018	202435	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101518.	3	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,570.00	1,570.00
Total 101518.:											
10/18	10/18/2018	202436	76	BILLINGTON ACE HARD	SUPPLIES-FD	424535	1	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	32.79	32.79
Total 424535:											
10/18	10/18/2018	202436	76	BILLINGTON ACE HARD	SUPPLIES- FD	424887	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	18.32	18.32
10/18	10/18/2018	202436	76	BILLINGTON ACE HARD	SUPPLIES- FD	424887	2	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	23.14	23.14
Total 424887:											
10/18	10/18/2018	202436	76	BILLINGTON ACE HARD	SUPPLIES-FD	425000	1	1000-422-10-46	SUPPLIES-GENERAL	13.50	13.50
Total 425000:											
10/18	10/18/2018	202436	76	BILLINGTON ACE HARD	SUPPLIES-WATER	42555	1	7110-430-42-46	SUPPLIES-GENERAL	28.14	28.14
Total 42555:											
10/18	10/18/2018	202437	1409	C&S ENGINEERS/COMPA	FINAL CONSTRUCTION REPOR	0170310	1	7201-2206-000	RETENTION PAYABLE	8,955.75	8,955.75
Total 0170310:											
10/18	10/18/2018	202438	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SVLFD 100118	1	1000-422-10-44	DISPOSAL	175.00	175.00
Total SVLFD 100118:											
10/18	10/18/2018	202439	98	CALIFORNIA ASSOCIATI	ANNUAL LTD PREMIUM 10/18	090618	1	7630-411-40-45	INSUR.FIRE SALARY PROTECTI	1,421.00	1,421.00
Total 090618:											
10/18	10/18/2018	202440	151	COPWARE INC.	LEGAL SOURCEBOOK SITE LIC	84291	1	1000-421-10-47	SOFTWARE	615.00	615.00
Total 84291:											
10/18	10/18/2018	202441	9476		REFUND GAS DEPOSIT	10312000034	1	7401-2228-000	DEPOSITS-CUSTOMER	41.65	41.65

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 10312000034:											
10/18	10/18/2018	202442	182	DEPARTMENT OF CONS	3RD QUARTER SMIP FEE REPO	101618	1	1000-2205-003	DEPOSITS-STRONG MOTION P	41.65	41.65
Total 101618:											
10/18	10/18/2018	202443	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS, FBI	330521	1	1000-416-10-45	FINGERPRINTING SERVICES	111.00	111.00
10/18	10/18/2018	202443	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS, FBI	330521	2	1000-2205-005	LIVE SCAN STATE OF CALIFOR	19.00	19.00
Total 330521:											
10/18	10/18/2018	202444	1260	DIRECTV, INC	CABLE-PD	35177267647	1	1000-421-10-45	COMMUNICATIONS	46.49	46.49
Total 35177267647:											
10/18	10/18/2018	202445	241	FEATHER PUBLISHING C	PUBLIC HEARING CONFLICT O	1467406	1	8402-413-30-45	ADVERTISING	36.40	36.40
Total 1467406:											
10/18	10/18/2018	202445	241	FEATHER PUBLISHING C	BERN PERMITS- FD	1467812	1	1000-422-10-45	PRINTING AND BINDING	210.59	210.59
Total 1467812:											
10/18	10/18/2018	202446	7687		REFUND GAS DEPOSIT	10524500036	1	7401-2228-000	DEPOSITS-CUSTOMER	173.43	173.43
Total 10524500036:											
10/18	10/18/2018	202447	265	FRONTIER	257-1033-PARKS	1033 100518	1	1000-452-20-45	COMMUNICATIONS	237.41	237.41
Total 1033 100518:											
10/18	10/18/2018	202447	265	FRONTIER	257-2520 GOLF COURSE	2520 100118	1	7530-451-52-45	COMMUNICATIONS	320.26	320.26
Total 2520 100118:											
10/18	10/18/2018	202447	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 100518	1	1000-417-10-45	COMMUNICATIONS	67.41	67.41

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2960 100518:											
10/18	10/18/2018	202447	265	FRONTIER	257-3292 MUSEUM	3292 101018	1	1000-451-80-45	COMMUNICATION	118.06	118.06
Total 3292 101018:											
10/18	10/18/2018	202448	9487		REFUND GAS DEPOSIT	10437400034	1	7401-2228-000	DEPOSITS-CUSTOMER	123.79	123.79
Total 10437400034:											
10/18	10/18/2018	202449	9477		WOODSTOVE REBATE	100918	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 100918:											
10/18	10/18/2018	202450	9483		REFUND WATER DEPOSIT	10301100001	1	7110-2228-000	DEPOSITS-CUSTOMER	57.58	57.58
Total 10301100001:											
10/18	10/18/2018	202451	9481		REFUND GAS DEPOSIT	10324100709	1	7401-2228-000	DEPOSITS-CUSTOMER	136.58	136.58
Total 10324100709:											
10/18	10/18/2018	202452	9478		WOODSTOVE REBATE	100918	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 100918:											
10/18	10/18/2018	202453	1362	IRON MOUNTAIN INFO. M	PROFESSIONAL SERVICES-PD	AFPP759	1	1000-421-10-43	PROFESSIONAL SVCS	65.03	65.03
Total AFPP759:											
10/18	10/18/2018	202454	335	J.W. WOOD CO INC	SUPPLIES- GC	S107772	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	4.88	4.88
Total S107772:											
10/18	10/18/2018	202455	9479		RETURN SIDEWALK DEPOSIT	101518	1	1001-2228-001	DEPOSITS-CURRB, GUTTER, SID	25,080.00	25,080.00
Total 101518:											
										25,080.00	25,080.00

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
10/18	10/18/2018	202456	346	JOBS AVAILABLE INC	ADVERTISEMENT	1821033	1	1000-416-10-45	ADVERTISING	611.60	611.60
Total 1821033:											
10/18	10/18/2018	202457	1399	KIRACK CONSTRUCTION	RETURN SIDEWALK DEPOSIT 7	101018	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	1,144.00	1,144.00
Total 101018:											
10/18	10/18/2018	202458	374	L N CURTIS & SONS	EQUIPMENT-FD	220999	1	1007-422-10-47	MACHINERY AND EQUIPMENT	170.53	170.53
Total 220999:											
10/18	10/18/2018	202458	374	L N CURTIS & SONS	EQUIPMENT-FD	222336	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	180.18	180.18
Total 222336:											
10/18	10/18/2018	202459	411	LASSEN MOTOR PARTS	SUPPLIES- FIRE	310423	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	37.53	37.53
Total 310423:											
10/18	10/18/2018	202459	411	LASSEN MOTOR PARTS	SUPPLIES- FIRE	310424	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	3.35	3.35
Total 310424:											
10/18	10/18/2018	202459	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	310834	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	22.05	22.05
Total 310834:											
10/18	10/18/2018	202460	1102	LASSEN PC	BACKUP LICENSE-FIRE	22079	1	1000-422-10-43	TECHNICAL SVCS	55.49	55.49
Total 22079:											
10/18	10/18/2018	202461	412	LASSEN REGIONAL SOLI	DUMP FEES-PD	84532	1	1000-421-10-44	DISPOSAL	12.12	12.12
Total 84532:											
10/18	10/18/2018	202462	413	SUSANVILLE TOWING	REPAIR & MAINT #87-PD	55613	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	315.87	315.87

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 55613:											
10/18	10/18/2018	202462	413	SUSANVILLE TOWING	TOW VEHICLE-PD	63146	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	125.00	125.00
Total 63146:											
10/18	10/18/2018	202463	9488		REFUND GAS DEPOSIT	10523910011	1	7401-2228-000	DEPOSITS-CUSTOMER	8.91	8.91
Total 10523910011:											
10/18	10/18/2018	202464	437	LMUD	66 N LASSEN ST	2466 100418	1	1000-417-10-46	ELECTRICITY	489.91	489.91
Total 2466 100418:											
10/18	10/18/2018	202464	437	LMUD	N WEATHERLOW ST-TENNIS S	24661 100418	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 100418:											
10/18	10/18/2018	202464	437	LMUD	65 N WEATHERLOW ST-PARK	2865 100418	1	1000-452-20-46	ELECTRICITY	32.35	32.35
Total 2865 100418:											
10/18	10/18/2018	202464	437	LMUD	65 N WEATHERLOW ST-MUSEU	2866 100418	1	1000-451-80-46	ELECTRICITY	21.16	21.16
Total 2866 100418:											
10/18	10/18/2018	202464	437	LMUD	65 N WEATHERLOW ST-COMM	2867 100418	1	1000-452-20-46	ELECTRICITY	41.36	41.36
Total 2867 100418:											
10/18	10/18/2018	202464	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 100418	1	1000-452-20-46	ELECTRICITY	20.73	20.73
Total 2870 100418:											
10/18	10/18/2018	202464	437	LMUD	NORTH ST BASEBALL PARK M	2873 100418	1	1000-452-20-46	ELECTRICITY	28.58	28.58
Total 2873 100418:											

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
10/18	10/18/2018	202464	437	LMUD	115 N WEATHERLOW ST-MUSE	43866 100418	1	1000-451-80-46	ELECTRICITY	47.46	47.46
Total 43866 100418:											
10/18	10/18/2018	202464	437	LMUD	606 NEVADA ST	58209 100418	1	1000-417-10-46	ELECTRICITY	20.13	20.13
Total 58209 100418:											
10/18	10/18/2018	202464	437	LMUD	606 1/2 NEVADA ST	58211 100418	1	1000-417-10-46	ELECTRICITY	25.00	25.00
Total 58211 100418:											
10/18	10/18/2018	202464	437	LMUD	NORTH ST PARK LIGHTS-MEM	9283 100418	1	1000-452-20-46	ELECTRICITY	142.04	142.04
Total 9283 100418:											
10/18	10/18/2018	202464	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 100418	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 94811 100418:											
10/18	10/18/2018	202465	9169		REFUND WATER OVERPAYME	10333400029.	1	9999-1001-001	CASH CLEARING - UTILITIES	113.00	113.00
Total 10333400029.:											
10/18	10/18/2018	202466	9485		REFUND GAS DEPOSIT	10425500315	1	7401-2228-000	DEPOSITS-CUSTOMER	171.91	171.91
Total 10425500315:											
10/18	10/18/2018	202467	824	OFFICE DEPOT	OFFICE SUPPLIES	189352515001	1	1000-415-10-46	SUPPLIES-GENERAL	18.77	18.77
Total 189352515001:											
10/18	10/18/2018	202467	824	OFFICE DEPOT	OFFICE SUPPLIES	207522736001	1	1000-415-10-46	SUPPLIES-GENERAL	89.71	89.71
Total 207522736001:											
10/18	10/18/2018	202467	824	OFFICE DEPOT	OFFICE SUPPLIES	207524188001	1	1000-415-10-46	SUPPLIES-GENERAL	1.71	1.71

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 207524188001:											
10/18	10/18/2018	202468	556	PITNEY BOWES	MONTHLY MAINT POSTAGE MA	3102459841	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	1,116.49	1,116.49
Total 3102459841:											
10/18	10/18/2018	202469	9486		REFUND GAS DEPOSIT	10509650324	1	7401-2228-000	DEPOSITS-CUSTOMER	140.39	140.39
Total 10509650324:											
10/18	10/18/2018	202470	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	1422267	1	1000-422-10-46	SUPPLIES-GENERAL	79.05	79.05
10/18	10/18/2018	202470	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	1422267	2	1000-422-10-46	SUPPLIES-JANITORIAL	70.74	70.74
Total 1422267:											
10/18	10/18/2018	202470	572	QUILL CORPORATION	OFFICE SUPPLIES	1567509	1	1000-415-10-46	SUPPLIES-GENERAL	30.01	30.01
Total 1567509:											
10/18	10/18/2018	202470	572	QUILL CORPORATION	OFFICE SUPPLIES	1750733	1	1000-415-10-46	SUPPLIES-GENERAL	267.44	267.44
Total 1750733:											
10/18	10/18/2018	202471	1040	R & R PRODUCTS INC	MAINT & RPR- GC	CD2282435	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	273.93	273.93
Total CD2282435:											
10/18	10/18/2018	202471	1040	R & R PRODUCTS INC	MAINT & RPR- GC	CD2283488	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	294.13	294.13
Total CD2283488:											
10/18	10/18/2018	202472	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER	2250368	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	1,986.67	1,986.67
10/18	10/18/2018	202472	582	RAY MORGAN CO INC	COPIER-PD	2250368	2	1000-421-10-44	RENT & LEASES EQUIP & VEHI	504.80	504.80
Total 2250368:											
10/18	10/18/2018	202473	9216		REIM TRAVEL EXPENSE	101818	1	1000-411-10-45	TRAVEL	633.98	633.98

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 101818:											
10/18	10/18/2018	202474	1076	SIERRA COFFEE AND BE	BOTTLED WATER	50401	1	1000-417-10-46	SUPPLIES-GENERAL	633.98	633.98
Total 50401:											
10/18	10/18/2018	202475	7883		WOODSTOVE REBATE	100918	1	8404-430-12-48	GRANTS	27.40	27.40
Total 100918:											
10/18	10/18/2018	202476	9295	TAMCO CAPITAL CORP	COMMUNICATIONS-PD	5005291053	1	1000-421-10-45	COMMUNICATIONS	1,500.00	1,500.00
Total 5005291053:											
10/18	10/18/2018	202476	9295	TAMCO CAPITAL CORP	COMMUNICATION- FIRE	5005324763	1	1000-422-10-45	COMMUNICATIONS	217.10	217.10
Total 5005324763:											
10/18	10/18/2018	202477	9484		REFUND CLUB HOUSE DEPOSI	101518	1	1000-2228-009	DEPOSITS-COMM CENTER RE	262.77	262.77
Total 101518:											
10/18	10/18/2018	202478	728	U S POSTMASTER	UB BILLING GAS	101818	1	7401-430-62-46	POSTAGE	100.00	100.00
10/18	10/18/2018	202478	728	U S POSTMASTER	UB BILLING WATER	101818	2	7110-430-42-46	POSTAGE	403.24	403.24
Total 101818:											
10/18	10/18/2018	202479	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-55486	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	782.78	782.78
Total A-55486:											
10/18	10/18/2018	202479	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	A-55497	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	1,186.02	1,186.02
Total A-55497:											
10/18	10/18/2018	202479	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A55504	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total 101818:											
10/18	10/18/2018	202479	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A55504	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total 101818:											

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 A55504:											
10/18	10/18/2018	202480	9482		REFUND GAS DEPOSIT	10506350121	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
10/18	10/18/2018	202480	9482		REFUND GAS OVERPAYMENT	10506350121	2	9999-1001-001	CASH CLEARING - UTILITIES	69.31	69.31
Total 10506350121:											
Grand Totals:											
										269.31	269.31
										63,432.23	63,432.23

Report Criteria:

Report type: GL detail
 Check Voided = False

Report Criteria:
Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
10/19/2018	CDPT	10/23/2018	843	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 10/19	7650-2203-1	7,296.73-
10/19/2018	CDPT	10/23/2018	843	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 10/19	7650-2203-1	7,296.73-
10/19/2018	CDPT	10/23/2018	843	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 10/19/2018	7650-2203-1	2,285.06-
10/19/2018	CDPT	10/23/2018	843	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 10/19/2018	7650-2203-1	2,285.06-
10/19/2018	CDPT	10/23/2018	843	CITY OF SUSANVILLE PAYRL T	1	Federal Withholding Tax Pay Peri	7650-2203-1	14,512.12-
Total 843:			5					33,675.70-
10/19/2018	CDPT	10/23/2018	844	EMPLOYMENT DEV. DEPT PI	6	State Witholding Tax Pay Period:	7650-2203-1	5,115.38-
10/19/2018	CDPT	10/23/2018	844	EMPLOYMENT DEV. DEPT PI	6	3RD QTR UI BENEFITS	7630-411-40-	5,533.00-
10/19/2018	CDPT	10/23/2018	844	EMPLOYMENT DEV. DEPT PI	6	3RD QTR STATE TAX DUE	7630-411-40-	.03-
Total 844:			3					10,648.41-
10/19/2018	CDPT	10/23/2018	845	EMPLOYMENT DEV DEPT SDI	7	State Disability Tax Pay Period: 1	7650-2203-1	1,425.54-
Total 845:			1					1,425.54-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Municipal Pay Period: 10/	7650-2203-1	2,614.69-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Municipal Pay Period: 10/	7650-2203-1	5,134.52-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Police Pay Period: 10/19/	7650-2203-1	1,359.32-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Police Pay Period: 10/19/	7650-2203-1	1,745.38-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Fire Pay Period: 10/19/20	7650-2203-1	484.63-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Fire Pay Period: 10/19/20	7650-2203-1	1,408.79-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS Misc Pay and Report Pay	7650-2203-1	74.92-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS Fire Pay and Report Pay P	7650-2203-1	100.16-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	1,948.85-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	2,133.48-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	1,996.71-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	2,020.16-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	891.17-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	901.65-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	Survivor's Benefits Pay Period: 1	7650-2203-1	13.00-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Municipal Benefit Pay Pe	7650-2203-1	349.47-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Fire Benefit Pay Period:	7650-2203-1	812.53-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS - Police Benefit Pay Period	7650-2203-1	1,359.32-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	PERS-Modified Pay Period: 10/1	7650-2203-1	24.00-
10/19/2018	CDPT	10/23/2018	846	P.E.R.S.	8	SMALL ROUNDING ADJ	1000-421-10-	.02-
Total 846:			20					25,372.77-
10/05/2018	CDPT	10/23/2018	847	LABORERS TRUST FUNDS	9	Health Insurance Laborers Pay P	7650-2203-1	1,413.50-
10/19/2018	CDPT	10/23/2018	847	LABORERS TRUST FUNDS	9	Health Insurance Laborers Pay P	7650-2203-1	1,513.50-
10/19/2018	CDPT	10/23/2018	847	LABORERS TRUST FUNDS	9	Health Insurance Laborers Pay P	7650-2203-1	62,053.00-
Total 847:			3					64,980.00-
10/05/2018	CDPT	10/23/2018	848	AFLAC	14	AFLAC Pre-Tax Pay Period: 10/5	8403-2239-0	441.25-
10/05/2018	CDPT	10/23/2018	848	AFLAC	14	AFLAC After-Tax Pay Period: 10/	7650-2203-0	109.40-
10/19/2018	CDPT	10/23/2018	848	AFLAC	14	AFLAC Pre-Tax Pay Period: 10/1	8403-2239-0	441.25-
10/19/2018	CDPT	10/23/2018	848	AFLAC	14	AFLAC After-Tax Pay Period: 10/	7650-2203-0	109.40-
10/19/2018	CDPT	10/23/2018	848	AFLAC	14	rounding adj	1000-415-10-	.05-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
Total 848:			5					1,101.25-
10/19/2018	CDPT	10/23/2018	849	LINCOLN FINANCIAL LIFE INSU	22	Life Insurance Life Insurance Mis	7650-2203-1	141.45-
10/19/2018	CDPT	10/23/2018	849	LINCOLN FINANCIAL LIFE INSU	22	Life Insurance Life Insurance Dep	7650-2203-1	133.25-
Total 849:			2					274.70-
10/05/2018	CDPT	10/23/2018	850	PRE-PAID LEGAL SERVICES, IN	13	Legal Plan - 1st Period Pay Perio	7650-2203-0	300.61-
10/19/2018	CDPT	10/23/2018	850	PRE-PAID LEGAL SERVICES, IN	13	Legal Plan - 2nd Period Pay Peri	7650-2203-0	300.59-
Total 850:			2					601.20-
10/19/2018	CDPT	10/23/2018	202488	CA STATE DISBURSEMENT UNI	37	Case #2000	7650-2203-0	69.23-
Total 202488:			1					69.23-
10/05/2018	CDPT	10/23/2018	202489	GOLDEN ONE CREDIT UNION	12	SPOA ACCT# 1000103541 Unio	7650-2203-0	617.50-
10/19/2018	CDPT	10/23/2018	202489	GOLDEN ONE CREDIT UNION	12	SPOA ACCT# 1000103541 Unio	7650-2203-0	617.50-
Total 202489:			2					1,235.00-
10/19/2018	CDPT	10/23/2018	202490	NATIONWIDE RETIREMENT SO	5	00284077 PebSCO Pay Period: 1	7650-2203-0	525.00-
Total 202490:			1					525.00-
10/19/2018	CDPT	10/23/2018	202491	NEVADA STATE TREASURER	44	REM ID 876772300A Garnishme	7650-2203-0	2.00-
Total 202491:			1					2.00-
10/05/2018	CDPT	10/23/2018	202492	NEW IMAGE RACQUETBALL AN	30	New Image Gym Pay Period: 10/	7650-2203-0	60.50-
10/19/2018	CDPT	10/23/2018	202492	NEW IMAGE RACQUETBALL AN	30	New Image Gym Pay Period: 10/	7650-2203-0	60.50-
Total 202492:			2					121.00-
10/05/2018	CDPT	10/23/2018	202493	OPERATING ENGINEERS #3	11	Union Dues Pay Period: 10/5/201	7650-2203-0	706.50-
10/19/2018	CDPT	10/23/2018	202493	OPERATING ENGINEERS #3	11	Union Dues Pay Period: 10/19/20	7650-2203-0	706.50-
Total 202493:			2					1,413.00-
10/19/2018	CDPT	10/23/2018	202494	STATE COLLECTION & DISBUR	43	REM ID 876772300A Child Supp	7650-2203-0	406.15-
Total 202494:			1					406.15-
10/05/2018	CDPT	10/23/2018	202495	UPEC, LOCAL 792	10	Health - Admin Fee Pay Period: 1	7650-2203-1	23.25-
10/19/2018	CDPT	10/23/2018	202495	UPEC, LOCAL 792	10	Health - Admin Fee Pay Period: 1	7650-2203-1	23.25-
10/19/2018	CDPT	10/23/2018	202495	UPEC, LOCAL 792	10	Health - Admin Fee Pay Period: 1	7650-2203-1	1,999.50-
Total 202495:			3					2,046.00-
10/19/2018	CDPT	10/23/2018	202496	VALIC	4	Valic Pay Period: 10/19/2018	7650-2203-0	2,363.08-
Total 202496:			1					2,363.08-
10/19/2018	CDPT	10/23/2018	202497	VANTAGEPOINT TRANS. AGEN	3	457 DEFERRED COMPENSATIO	7650-2203-0	150.00-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
Total 202497:			1					150.00-
Grand Totals:			56					146,410.03-

Report Criteria:

Transmittal checks included

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/25/2018	202498	1	4 M PROMOTIONS	SUPPLIES- WATER	8731	1	7110-430-42-46	SUPPLIES-GENERAL	702.31	702.31
10/18	10/25/2018	202498	1	4 M PROMOTIONS	SUPPLIES-GAS	8731	2	7401-430-62-46	SUPPLIES-GENERAL	702.30	702.30
10/18	10/25/2018	202498	1	4 M PROMOTIONS	SUPPLIES-STREETS	8731	3	2007-431-20-46	SUPPLIES-GENERAL	702.30	702.30
Total 8731: 2,106.91 2,106.91											
10/18	10/25/2018	202498	1	4 M PROMOTIONS	SUPPLIES- PW	8732	1	7620-430-10-46	SUPPLIES-GENERAL	243.75	243.75
Total 8732: 243.75 243.75											
10/18	10/25/2018	202499	21	AIRGAS USA, LLC	CHLORINE- WATER	9081036713	1	7110-430-42-46	SUPPLIES-GENERAL	795.31	795.31
Total 9081036713: 795.31 795.31											
10/18	10/25/2018	202499	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9956094398	1	7110-430-42-46	SUPPLIES-GENERAL	424.29	424.29
Total 9956094398: 424.29 424.29											
10/18	10/25/2018	202499	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9956790914	1	7110-430-42-46	SUPPLIES-GENERAL	420.05	420.05
Total 9956790914: 420.05 420.05											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	6363133554	1	7401-430-62-44	LINEN SERVICES	49.44	49.44
Total 6363133554: 49.44 49.44											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636313553	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 636313553: 27.75 27.75											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636313555	1	2007-431-20-44	LINEN SERVICE	50.44	50.44
Total 636313555: 50.44 50.44											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636313556	1	7110-430-42-44	LINEN SERVICE	38.65	38.65

Check Register - Payments by Vendor
 Check Issue Dates: 10/19/2018 - 10/25/2018

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 636313556:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636327608	1	7620-430-10-44	LINEN SERVICE	38.65	38.65
Total 636327608:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636327609	1	7401-430-62-44	LINEN SERVICES	29.53	29.53
Total 636327609:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636327610	1	2007-431-20-44	LINEN SERVICE	49.44	49.44
Total 636327610:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636327611	1	7110-430-42-44	LINEN SERVICE	38.65	38.65
Total 636327611:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636341678	1	7620-430-10-44	LINEN SERVICE	34.85	34.85
Total 636341678:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636341679	1	7401-430-62-44	LINEN SERVICES	34.85	34.85
Total 636341679:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636341680	1	2007-431-20-44	LINEN SERVICE	49.44	49.44
Total 636341680:											
10/18	10/25/2018	202500	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636341681	1	7110-430-42-44	LINEN SERVICE	50.44	50.44
Total 636341681:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	320199616	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	109.00	109.00
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320199616	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	109.01	109.01

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 320199616:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLES-WATER	320199802	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	218.01	218.01
Total 320199802:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLES-WATER	320200195	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	52.79	52.79
Total 320200195:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLES-WATER	320200197	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	19.29	19.29
Total 320200197:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLES-WATER	320200198	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	16.42	16.42
Total 320200198:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLES-WATER	320200212	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	22.52	22.52
Total 320200212:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLES-WATER	320200310	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	82.18	82.18
Total 320200310:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	320200386	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	6.54	6.54
Total 320200386:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320200476	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	86.29	86.29
Total 320200476:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320200482	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	25.32	25.32
Total 320200482:											

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
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320200484	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	101.72	101.72
Total 320200484:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-STREETS	320200501	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	10.44	10.44
Total 320200501:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320200544	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	35.27	35.27
Total 320200544:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320200606	1	7620-430-10-46	SUPPLIES-GENERAL	9.35	9.35
Total 320200606:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	320200609	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	38.48	38.48
Total 320200609:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-FIRE	320200708	1	2012-465-32-47	VEHICLES	467.59	467.59
Total 320200708:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320200768	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	85.17	85.17
Total 320200768:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320200865	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	152.17	152.17
Total 320200865:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320200947	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	110.12	110.12
Total 320200947:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-STREETS	320200969	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	61.14	61.14
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320200969	2	7401-430-62-46	SUPPLIES-SMALL TOOLS	61.14	61.14
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	320200969	3	7110-430-42-46	SUPPLIES-SMALL TOOLS	61.14	61.14

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 320200989:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES- STREETS	320200986	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	21.95	21.95
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	320200986	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	21.96	21.96
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320200986	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	21.96	21.96
Total 320200986:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES- STREETS	320201002	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	75.93	75.93
Total 320201002:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-FIRE	320201010	1	2012-465-32-47	VEHICLES	41.60	41.60
Total 320201010:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320201017	1	7620-430-10-46	SUPPLIES-SMALL TOOLS	41.60	41.60
Total 320201017:											
10/18	10/25/2018	202501	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	32022001	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	2.60	2.60
Total 32022001:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	421733	1	2007-431-20-46	SUPPLIES-GENERAL	4.14	4.14
Total 421733:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-WATER	423828	1	7110-430-42-46	SUPPLIES-GENERAL	39.32	39.32
Total 423828:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-WATER	424121	1	7110-430-42-46	SUPPLIES-GENERAL	14.26	14.26
Total 424121:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-WATER	424186	1	7110-430-42-46	SUPPLIES-GENERAL	13.50	13.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 424186:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-WATER	424547	1	7110-430-42-46	SUPPLIES-GENERAL	13.50	13.50
Total 424547:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	424573	1	2007-431-20-46	SUPPLIES-GENERAL	6.36	6.36
Total 424573:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	424637	1	2007-431-20-46	SUPPLIES-GENERAL	6.84	6.84
Total 424637:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-WATER	424642	1	7110-430-42-46	SUPPLIES-GENERAL	7.22	7.22
Total 424642:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	424644	1	2007-431-20-46	SUPPLIES-GENERAL	23.16	23.16
Total 424644:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-WATER	424727	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	31.43	31.43
Total 424727:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	424751	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	90.83	90.83
Total 424751:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-GAS	424783	1	7401-430-62-46	SUPPLIES-GENERAL	62.52	62.52
Total 424783:											
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-FIRE	425487	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	40.20	40.20
10/18	10/25/2018	202502	76	BILLINGTON ACE HARD	SUPPLIES-FIRE	425487	2	1000-422-10-46	SUPPLIES-GENERAL	11.57	11.57

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 425487:											
10/18	10/25/2018	202503	91	BUTTE COLLEGE	ARREST & CONTROL CLASS 11	A18021	1	1000-421-10-45	TRAINING	51.77	51.77
Total A18021:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLC600MAINST 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 100118	1	2007-431-20-44	DISPOSAL	20.41	20.41
Total PLCBOFA 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLERDNT 10011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCBUEHLERDNT 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDIAMONDMTN 10011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCDIAMONDMTN 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCELKSLODGE 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTYMILL 100118	1	2007-431-20-44	DISPOSAL	20.41	20.41
Total PLCFROSTYMILL 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 10011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCGROCERYOUT 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCHAIRHUNTER 100118:											

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
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCHOTELLSN1 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBUILD 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCKNOCHBUILD 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCLITTLEITAL 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCLVCHARTR 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSNP 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCMTLASSNP 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERAPL 100118	1	2007-431-20-44	DISPOSAL	81.34	81.34
Total PLCPANCERAPL 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERAPL 100118.	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCPANCERAPL 100118.:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCSIERRAJWLR 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHTR 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCSIERRATHTR 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total PLCSVILLEREAL 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPARK 10011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCUPTOWNPARK 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 100118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCUSPOSTAL 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 100118	1	2007-431-20-44	DISPOSAL	43.19	43.19
Total PLCVETSMEMOR 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 10011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCWALMARTBUS 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 100118	1	7620-430-10-44	DISPOSAL	177.52	177.52
Total SVL15 100118:											
10/18	10/25/2018	202504	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 100118	1	7620-430-10-44	DISPOSAL	182.54	182.54
Total SVL8 100118:											
10/18	10/25/2018	202505	1116	CALIFORNIA BUILDING S	3RD QTR SPEC REV FUND SB 1	102318	1	1000-2205-006	DEPOSIT PAYABLE-SB 1473	104.40	104.40
Total 102318:											
10/18	10/25/2018	202506	9489	CALIFORNIA NEWSPAPE	ADVERTISMENT	3706349	1	1000-416-10-45	ADVERTISING	681.43	681.43
Total 3706349:											
10/18	10/25/2018	202507	986	CARLSON'S TIRE PROS	4 WHEEL ALIGNMENT #50-WAT	60058	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	79.98	79.98
Total 60058:											

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
10/18	10/25/2018	202507	986	CARLSON'S TIRE PROS	4 WHEEL ALIGNMENT #88 -PW	60296	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	79.98	79.98
Total 60296:											
10/18	10/25/2018	202508	148	COMPUTER LOGISTICS	BLOCK PURCHASE 100 HR SER	72004	1	1000-1430-106	PREPAID COMPUTER HOURS	8,500.00	8,500.00
Total 72004:											
10/18	10/25/2018	202509	152	COUSO TECHNOLOGY &	WEBSITE MAINT	1260	1	1000-417-10-43	TECHNICAL SVCS	340.00	340.00
Total 1260:											
10/18	10/25/2018	202510	156	CREATIVE FORMS & CO	ENVELOPES-GAS	116615	1	7401-430-62-46	SUPPLIES-GENERAL	158.64	158.64
10/18	10/25/2018	202510	156	CREATIVE FORMS & CO	ENVELOPES-WATER	116615	2	7110-430-42-46	SUPPLIES-GENERAL	158.63	158.63
Total 116615:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-GAS	2740144491	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	82.65	82.65
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-WATER	2740144491	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	82.64	82.64
Total 2740144491:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-WATER	2740145494	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	10.09	10.09
Total 2740145494:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-STREETS	2740146001	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3.21	3.21
Total 2740146001:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-WATER	2740146200	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	23.50	23.50
Total 2740146200:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-WATER	2740146207	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	39.27	39.27
Total 2740146207:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-WATER	2740146310	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	678.95	678.95

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Total 2740146310:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-STREETS	2740146791	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	14.33	14.33
Total 2740146791:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-PW	2740147108	1	7620-430-10-46	SUPPLIES-SMALL TOOLS	46.34	46.34
Total 2740147108:											
10/18	10/25/2018	202511	161	CSK AUTO INC	SUPPLIES-PW	2740150210	1	7620-430-10-46	SUPPLIES-GENERAL	13.38	13.38
Total 2740150210:											
10/18	10/25/2018	202512	194	DIAMOND SAW SHOP IN	SUPPLIES-STREETS	16653	1	2007-431-20-46	SUPPLIES-GENERAL	30.02	30.02
Total 16653:											
10/18	10/25/2018	202513	1260	DIRECTV INC	CABLE-GC	35277658223	1	7530-451-52-45	COMMUNICATIONS	190.96	190.96
Total 35277658223:											
10/18	10/25/2018	202514	219	ED STAUB & SONS PETR	OIL- STREETS	1456038	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	716.32	716.32
Total 1456038:											
10/18	10/25/2018	202515	241	FEATHER PUBLISHING C	EMPLOYMENT AD POLICE CHI	1469211	1	1000-416-10-45	ADVERTISING	195.50	195.50
Total 1469211:											
10/18	10/25/2018	202515	241	FEATHER PUBLISHING C	PUBLIC HEARING MITIGATION	7861	1	1000-417-10-45	ADVERTISING	80.00	80.00
Total 7861:											
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-G	848204A	1	7530-451-50-43	TECHNICAL SVCS	28.00	28.00
Total 848204A:											

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
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	878201A	1	7110-430-42-43	TECHNICAL SVCS	26.00	26.00
Total 878201A:											
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-G	878203A	1	7530-451-50-43	TECHNICAL SVCS	26.00	26.00
Total 878203A:											
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	878205A	1	7110-430-42-43	TECHNICAL SVCS	95.00	95.00
Total 878205A:											
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	878213A	1	7112-430-42-43	TECHNICAL SERVICES	28.00	28.00
Total 878213A:											
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	878214A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 878214A:											
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	878549A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 878549A:											
10/18	10/25/2018	202516	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	878567A	1	7110-430-42-43	TECHNICAL SVCS	147.00	147.00
Total 878567A:											
10/18	10/25/2018	202517	1239	FIRE RESCUE EQUIPME	SAFETY EQUIPMENT- FIRE	1889	1	1007-422-10-47	MACHINERY AND EQUIPMENT	7,512.50	7,512.50
Total 1889:											
10/18	10/25/2018	202518	265	FRONTIER	257-0315 AWOS AIRPORT	0315 101518	1	7201-430-81-45	COMMUNICATIONS	46.64	46.64
Total 0315 101518:											
10/18	10/25/2018	202518	265	FRONTIER	257-1000 DSL SERVICE	1000 100518	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
10/18	10/25/2018	202518	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 100518	2	7401-430-62-45	COMMUNICATIONS	24.15	24.15
10/18	10/25/2018	202518	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 100518	3	7110-430-42-45	COMMUNICATIONS	24.15	24.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
10/18	10/25/2018	202518	265	FRONTIER	257-1000 ADMIN FAX	1000 100518	4	1000-413-20-45	COMMUNICATIONS	1.10	1.10	
10/18	10/25/2018	202518	265	FRONTIER	257-1000 CITY CLERK FAX	1000 100518	5	1000-411-40-45	COMMUNICATIONS	1.10	1.10	
10/18	10/25/2018	202518	265	FRONTIER	257-1000 ADMIN	1000 100518	6	1000-413-20-45	COMMUNICATIONS	3.47	3.47	
10/18	10/25/2018	202518	265	FRONTIER	257-1000 CITY CLERK	1000 100518	7	1000-411-40-45	COMMUNICATIONS	2.68	2.68	
10/18	10/25/2018	202518	265	FRONTIER	257-1000 FINANCE	1000 100518	8	1000-415-10-45	COMMUNICATIONS	2.68	2.68	
10/18	10/25/2018	202518	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 100518	9	1000-419-10-45	COMMUNICATIONS	2.68	2.68	
10/18	10/25/2018	202518	265	FRONTIER	257-1000 CITY HALL	1000 100518	10	1000-417-10-45	COMMUNICATIONS	249.55	249.55	
Total 1000 100518:											456.56	456.56
10/18	10/25/2018	202518	265	FRONTIER	257-1041 ADMIN-PW	1041 100518	1	7620-430-10-45	COMMUNICATIONS	299.49	299.49	
Total 1041 100518:											299.49	299.49
10/18	10/25/2018	202518	265	FRONTIER	257-1051 PW-STREETS	1051 100518	1	7620-430-10-45	COMMUNICATIONS	40.81	40.81	
Total 1051 100518:											40.81	40.81
10/18	10/25/2018	202518	265	FRONTIER	257-1056-PW SHOP	1056 092018	1	7620-430-10-45	COMMUNICATIONS	50.25	50.25	
Total 1056 092018:											50.25	50.25
10/18	10/25/2018	202518	265	FRONTIER	257-1057-FAX PW	1057 092018	1	7620-430-10-45	COMMUNICATIONS	154.53	154.53	
Total 1057 092018:											154.53	154.53
10/18	10/25/2018	202518	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 101018	1	7401-430-62-45	COMMUNICATIONS	39.16	39.16	
Total 1182 101018:											39.16	39.16
10/18	10/25/2018	202518	265	FRONTIER	252-1182 SCADA - WATER	2-1182 101018	1	7110-430-42-45	COMMUNICATIONS	343.17	343.17	
Total 2-1182 101018:											343.17	343.17
10/18	10/25/2018	202518	265	FRONTIER	257-2845 U/B ROLL OVER	2845 101518	1	7620-430-10-45	COMMUNICATIONS	67.41	67.41	
Total 2845 101518:											67.41	67.41
10/18	10/25/2018	202518	265	FRONTIER	257-4725-FAX	4725 101518	1	1000-419-10-45	COMMUNICATIONS	47.39	47.39	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/25/2018	202518	265	FRONTIER	257-4725-FAX	4725 101518	2	1000-417-10-45	COMMUNICATIONS	47.39	47.39
Total 4725 101518:											
10/18	10/25/2018	202518	265	FRONTIER	257-5152 FIRE	5152 101018	1	1000-422-10-45	COMMUNICATIONS	305.25	305.25
Total 5152 101018:											
10/18	10/25/2018	202518	265	FRONTIER	257-5603 POLICE	5603 101018	1	1000-421-10-45	COMMUNICATIONS	779.90	779.90
Total 5603 101018:											
10/18	10/25/2018	202518	265	FRONTIER	257-7098 NATURAL GAS	7098 100118	1	7401-430-62-45	COMMUNICATIONS	83.98	83.98
Total 7098 100118:											
10/18	10/25/2018	202518	265	FRONTIER	257-7236-PW	7236 092018	1	7620-430-10-45	COMMUNICATIONS	204.44	204.44
Total 7236 092018:											
10/18	10/25/2018	202518	265	FRONTIER	257-7237-GAS	7237 092018	1	7620-430-10-45	COMMUNICATIONS	47.31	47.31
Total 7237 092018:											
10/18	10/25/2018	202519	1289	FULL SPECTRUM INC	TECHNICAL SERVICES-GAS	20181004	1	7401-430-62-43	TECHNICAL SVCS	308.75	308.75
10/18	10/25/2018	202519	1289	FULL SPECTRUM INC	TECHNICAL SERVICES-WATER	20181004	2	7110-430-42-43	TECHNICAL SVCS	308.75	308.75
Total 20181004:											
10/18	10/25/2018	202520	1142	GEARY PACIFIC SUPPLY	SUPPLIES-GAS	3862820	1	7401-430-62-46	SUPPLIES-GENERAL	239.13	239.13
Total 3862820:											
10/18	10/25/2018	202521	1148	GREATAMERICA FINANC	COPIER LEASE-PW	23434564	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	835.54	835.54
Total 23434564:											
10/18	10/25/2018	202522	307		REIM DMV PHYSICAL	101818	1	1000-422-10-43	PROFESSIONAL SVCS	250.00	250.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 101818:											
10/18	10/25/2018	202523	313	HI-TECH EMERGENCY	REPAIR KIT E621-FD	162148	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	250.00	250.00
Total 162148:											
10/18	10/25/2018	202524	338	JACKSON'S SERVICE CE	RPR & MAINT- PW	46706	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	795.78	795.78
Total 46706:											
10/18	10/25/2018	202525	1350	JONES & MAYER	PROFESSIONAL SERVICES	89065	1	1000-412-10-43	PROFESSIONAL SVCS	189.09	189.09
Total 89065:											
10/18	10/25/2018	202525	1350	JONES & MAYER	PROFESSIONAL SERVICES	89066	1	1000-412-10-43	PROFESSIONAL SVCS	6,056.32	6,056.32
Total 89066:											
10/18	10/25/2018	202525	1350	JONES & MAYER	PROFESSIONAL SERVICES	89067	1	1000-412-10-43	PROFESSIONAL SVCS	10,671.85	10,671.85
Total 89067:											
10/18	10/25/2018	202526	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	753423	1	7620-430-10-44	CUSTODIAL	250.00	250.00
Total 753423:											
10/18	10/25/2018	202527	9490		REFUND GAS DEPOSIT	10212300012	1	7401-2228-000	DEPOSITS-CUSTOMER	165.92	165.92
Total 10212300012:											
10/18	10/25/2018	202528	372	KRONICK, MOSKOVITZ	PROFESSIONAL SERVICES 9/2	292097	1	1000-412-10-43	PROFESSIONAL SVCS	5,285.03	5,285.03
Total 292097:											
10/18	10/25/2018	202529	374	L N CURTIS & SONS	SAFETY GEAR	222611	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	233.81	233.81
Total 222611:											

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
10/18	10/25/2018	202530	1183	LASSEN COUNTY	RECORDING FEES	092118	1	1000-425-20-43	TECHNICAL SVCS	364.00	364.00
Total 092118:											
10/18	10/25/2018	202531	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	309782	1	7110-430-42-46	SUPPLIES-GENERAL	7.50	7.50
Total 309782:											
10/18	10/25/2018	202531	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	309930	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	55.17	55.17
Total 309930:											
10/18	10/25/2018	202531	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	310226	1	7401-430-62-46	SUPPLIES-GENERAL	5.91	5.91
Total 310226:											
10/18	10/25/2018	202531	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	310244	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	27.98	27.98
Total 310244:											
10/18	10/25/2018	202531	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	310482	1	7110-430-42-46	SUPPLIES-GENERAL	1.69	1.69
Total 310482:											
10/18	10/25/2018	202531	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	311013	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	8.34	8.34
Total 311013:											
10/18	10/25/2018	202532	413	LASSEN TIRE	REPAIR & MAINT #354- WATER	50312	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	2,210.65	2,210.65
Total 50312:											
10/18	10/25/2018	202532	413	LASSEN TIRE	2 TIRE MOUNTS- WATER	50331	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	400.79	400.79
Total 50331:											
10/18	10/25/2018	202532	413	LASSEN TIRE	REPAIR #334-STREETS	50336	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	115.91	115.91

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 50336:											
10/18	10/25/2018	202533	1321	LAW OFFICES OF GREG	PROFESSIONAL SERVICES	13585	1	7620-430-11-43	PROFESSIONAL SERVICES	70.00	70.00
Total 13585:											
10/18	10/25/2018	202534	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 101618	1	1000-452-20-46	ELECTRICITY	26.83	26.83
Total 10262 101618:											
10/18	10/25/2018	202534	437	LMUD	STREET LIGHTS	14039 100418	1	2007-431-60-46	ELECTRICITY	190.13	190.13
Total 14039 100418:											
10/18	10/25/2018	202534	437	LMUD	STREET LIGHTS	14041 100418	1	2007-431-60-46	ELECTRICITY	190.13	190.13
Total 14041 100418:											
10/18	10/25/2018	202534	437	LMUD	SOUTH ST - PW OFFICE	14590 092818	1	7620-430-10-46	ELECTRICITY	420.45	420.45
Total 14590 092818:											
10/18	10/25/2018	202534	437	LMUD	S GAY ST-STREETS	24323 100418	1	2007-431-60-46	ELECTRICITY	34.97	34.97
Total 24323 100418:											
10/18	10/25/2018	202534	437	LMUD	STREET LIGHTS	2467 100418	1	2007-431-60-46	ELECTRICITY	1,592.42	1,592.42
Total 2467 100418:											
10/18	10/25/2018	202534	437	LMUD	CADY SPRINGS	26784 092818	1	7110-430-42-46	ELECTRICITY	37.88	37.88
Total 26784 092818:											
10/18	10/25/2018	202534	437	LMUD	SKYLINE DR WELL 4-WATER	29931 101018	1	7110-430-42-46	ELECTRICITY	197.11	197.11
Total 29931 101018:											

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
10/18	10/25/2018	202534	437	LMUD	HARRIS DR & HWY 36-WATER	30658 100418	1	7110-430-42-46	ELECTRICITY	293.15	293.15
Total 30658 100418:											
10/18	10/25/2018	202534	437	LMUD	472-105 JOHNSTONVILLE WAT	350161 091918	1	7110-430-42-46	ELECTRICITY	95.99	95.99
Total 350161 091918:											
10/18	10/25/2018	202534	437	LMUD	472-105 JOHNSTONVILLE WAT	350161 101618	1	7112-430-42-46	ELECTRICITY	86.98	86.98
Total 350161 101618:											
10/18	10/25/2018	202534	437	LMUD	RICHMOND RD BRIDGE	35094 092818	1	2007-431-60-46	ELECTRICITY	244.23	244.23
Total 35094 092818:											
10/18	10/25/2018	202534	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 092518	1	2007-431-60-46	ELECTRICITY	118.99	118.99
Total 3651 092518:											
10/18	10/25/2018	202534	437	LMUD	720 SOUTH EMULSION TANK-P	38646 092818	1	7620-430-10-46	ELECTRICITY	20.00	20.00
Total 38646 092818:											
10/18	10/25/2018	202534	437	LMUD	FIRST STREET & ALLEY	416848 091918	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416848 091918:											
10/18	10/25/2018	202534	437	LMUD	FIRST STREET & ALLEY STREE	416848 101618	1	2007-431-60-46	ELECTRICITY	29.24	29.24
Total 416848 101618:											
10/18	10/25/2018	202534	437	LMUD	LITTLE LEAGUE PARK DRIVEW	416851 092518	1	2007-431-60-46	ELECTRICITY	29.24	29.24
Total 416851 092518:											
10/18	10/25/2018	202534	437	LMUD	LONG ALLEY & LOVELL ALLEY	416860 100418	1	2007-431-60-46	ELECTRICITY	14.62	14.62

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 416860 100418:											
10/18	10/25/2018	202534	437	LMUD	LAUREL SR MID POINT OF LAU	416902 092518	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416902 092518:											
10/18	10/25/2018	202534	437	LMUD	INSPIRATION POINT	416915 100418	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416915 100418:											
10/18	10/25/2018	202534	437	LMUD	SOUTH ST & WEST END	416924 092818	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416924 092818:											
10/18	10/25/2018	202534	437	LMUD	CAMPBELL ST STREET LIGHT	416940 101018	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416940 101018:											
10/18	10/25/2018	202534	437	LMUD	WASHO LN STREET LIGHT	416959	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416959:											
10/18	10/25/2018	202534	437	LMUD	130 N LASSEN STREET	416962 100418	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416962 100418:											
10/18	10/25/2018	202534	437	LMUD	RICHMOND RD & PEARL CR	416984 092818	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416984 092818:											
10/18	10/25/2018	202534	437	LMUD	1801 MAIN ST STREET WEST SI	417512 092518	1	2007-431-60-46	ELECTRICITY	29.24	29.24
Total 417512 092518:											
10/18	10/25/2018	202534	437	LMUD	ORCHARD STREET LIGHTS	418802 092818	1	2007-431-60-46	ELECTRICITY	8.96	8.96
Total 418802 092818:											

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
10/18	10/25/2018	202534	437	LMUD	RIVERSIDE DR. & RIVER ST. LI	418824 092818	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 418824 092818:											
10/18	10/25/2018	202534	437	LMUD	RIVERSIDE DR. & LAUREL STR	418833 092818	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 418833 092818:											
10/18	10/25/2018	202534	437	LMUD	MARTHA & ARNOLD STREET LI	421476 101018	1	2007-431-60-46	ELECTRICITY	38.02	38.02
Total 421476 101018:											
10/18	10/25/2018	202534	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 100418	1	2007-431-60-46	ELECTRICITY	215.07	215.07
Total 43511 100418:											
10/18	10/25/2018	202534	437	LMUD	N PINE & COOK - SCADA-WATE	44153 100418	1	7110-430-42-46	ELECTRICITY	24.51	24.51
Total 44153 100418:											
10/18	10/25/2018	202534	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 101018	1	7110-430-42-46	ELECTRICITY	24.36	24.36
Total 44298 101018:											
10/18	10/25/2018	202534	437	LMUD	PAIUTE LN SCADA-WATER	44316 101018	1	7110-430-42-46	ELECTRICITY	22.62	22.62
Total 44316 101018:											
10/18	10/25/2018	202534	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 101018	1	7110-430-42-46	ELECTRICITY	47.17	47.17
Total 45542 101018:											
10/18	10/25/2018	202534	437	LMUD	WELL #3-WATER	4559 091918	1	7110-430-42-46	ELECTRICITY	11,833.66	11,833.66
Total 4559 091918:											
10/18	10/25/2018	202534	437	LMUD	WELL #1-WATER	4559 101618	1	7110-430-42-46	ELECTRICITY	4,813.13	4,813.13

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 4559 101618:											
10/18	10/25/2018	202534	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 092518	1	2007-431-60-46	ELECTRICITY	4,813.13	4,813.13
Total 49496 092518:											
10/18	10/25/2018	202534	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 092518	1	2007-431-60-46	ELECTRICITY	140.15	140.15
Total 49497 092518:											
10/18	10/25/2018	202534	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 092518	1	2007-431-60-46	ELECTRICITY	116.42	116.42
Total 49498 092518:											
10/18	10/25/2018	202534	437	LMUD	RIVERSIDE & MAIN SIGNALS-S	49499 092518	1	2007-431-60-46	ELECTRICITY	146.39	146.39
Total 49499 092518:											
10/18	10/25/2018	202534	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 100418	1	2007-431-60-46	ELECTRICITY	228.85	228.85
Total 49500 100418:											
10/18	10/25/2018	202534	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 100418	1	2007-431-60-46	ELECTRICITY	58.49	58.49
Total 49501 100418:											
10/18	10/25/2018	202534	437	LMUD	SPRING RIDGE BOOSTER-WAT	55754 092818	1	7110-430-42-46	ELECTRICITY	139.13	139.13
Total 55754 092818:											
10/18	10/25/2018	202534	437	LMUD	WELL #1-WATER	7714 092518	1	7110-430-42-46	ELECTRICITY	531.13	531.13
Total 7714 092518:											
10/18	10/25/2018	202534	437	LMUD	GEO PUMP #1	9297 100418	1	7301-430-52-46	ELECTRICITY	69.40	69.40
Total 9297 100418:											

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
10/18	10/25/2018	202534	437	LMUD	GEO PUMP #2	9503 092818	1	7301-430-52-46	ELECTRICITY	37.73	37.73
Total 9503 092818:											
10/18	10/25/2018	202534	437	LMUD	HOSPITAL LN-GEO	9963 092818	1	7301-430-52-46	ELECTRICITY	20.58	20.58
Total 9963 092818:											
10/18	10/25/2018	202535	1508	MAIN STREET LUBE	REPAIR & MAINT- PD	16728	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	52.21	52.21
Total 16728:											
10/18	10/25/2018	202536	452	MARTIN SECURITY SYST	720 SOUTH ST SECURITY-PW	31453	1	7620-430-10-43	TECHNICAL SVCS	65.00	65.00
Total 31453:											
10/18	10/25/2018	202537	467	METER VALVE & CONTR	NTR GAS DIVISION RADIOS	14408	1	7401-430-63-47	MACHINERY & EQUIPMENT	3,928.25	3,928.25
10/18	10/25/2018	202537	467	METER VALVE & CONTR	SHIPPING- GAS	14408	2	7401-430-63-47	MACHINERY & EQUIPMENT	90.00	90.00
Total 14408:											
10/18	10/25/2018	202538	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	249960	1	2007-431-20-46	SUPPLIES-GENERAL	4.40	4.40
Total 249960:											
10/18	10/25/2018	202538	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2499953	1	2007-431-20-46	SUPPLIES-GENERAL	14.09	14.09
Total 2499953:											
10/18	10/25/2018	202538	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2499969	1	2007-431-20-46	SUPPLIES-GENERAL	53.34	53.34
Total 2499969:											
10/18	10/25/2018	202538	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2500336	1	2007-431-20-46	SUPPLIES-GENERAL	20.25	20.25
Total 2500336:											
10/18	10/25/2018	202538	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2500541	1	2007-431-20-46	SUPPLIES-GENERAL	89.29	89.29

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 2500541:											
10/18	10/25/2018	202538	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2500576	1	2007-431-20-46	SUPPLIES-GENERAL	89.29	89.29
Total 2500576:											
10/18	10/25/2018	202538	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2500584	1	2007-431-20-46	SUPPLIES-GENERAL	5.06	5.06
Total 2500584:											
10/18	10/25/2018	202539	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	1894501	1	1000-422-10-46	SUPPLIES-GENERAL	40.71	40.71
Total 1894501:											
10/18	10/25/2018	202540	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	50353	1	7620-430-10-46	SUPPLIES-GENERAL	27.40	27.40
Total 50353:											
10/18	10/25/2018	202540	1076	SIERRA COFFEE AND BE	BOTTLED WATER	50475	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 50475:											
10/18	10/25/2018	202541	8023		RETURN SIDEWALK DEPOSIT 1	101718	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	160.00	160.00
Total 101718:											
10/18	10/25/2018	202542	9491		REFUND GAS DEPOSIT	10243060103	1	7401-2228-000	DEPOSITS-CUSTOMER	113.88	113.88
Total 10243060103:											
10/18	10/25/2018	202543	712	TNS TRUCKING CO	BASE ROCK & SAND-GAS	3423	1	7401-430-62-46	SUPPLIES-GENERAL	292.53	292.53
10/18	10/25/2018	202543	712	TNS TRUCKING CO	BASE ROCK & SAND-WATER	3423	2	7110-430-42-46	SUPPLIES-GENERAL	292.52	292.52
Total 3423:											
10/18	10/25/2018	202543	712	TNS TRUCKING CO	BASE ROCK & SAND-GAS	3428	1	7401-430-62-46	SUPPLIES-GENERAL	28.96	28.96
10/18	10/25/2018	202543	712	TNS TRUCKING CO	BASE ROCK & SAND-WATER	3428	2	7110-430-42-46	SUPPLIES-GENERAL	28.96	28.96
Total 3428:											
Total 585.05											

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 3428:											
10/18	10/25/2018	202543	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3445	1	7401-430-62-46	SUPPLIES-GENERAL	57.92	57.92
10/18	10/25/2018	202543	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3445	2	2007-431-20-46	SUPPLIES-GENERAL	312.10	312.10
10/18	10/25/2018	202543	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3445	3	7110-430-42-46	SUPPLIES-GENERAL	312.09	312.09
Total 3445:											
10/18	10/25/2018	202544	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9815626768	1	7620-430-10-45	COMMUNICATIONS	521.95	521.95
10/18	10/25/2018	202544	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9815626768	2	1000-424-20-45	COMMUNICATIONS	28.20	28.20
10/18	10/25/2018	202544	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9815626768	3	1000-452-20-45	COMMUNICATIONS	33.17	33.17
Total 9815626768:											
10/18	10/25/2018	202544	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE	9815627091	1	1000-422-10-45	COMMUNICATIONS	266.07	266.07
Total 9815627091:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67444316	1	7401-430-62-46	SUPPLIES-GENERAL	16.42	16.42
Total 67444316:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67450029	1	7110-430-42-46	SUPPLIES-GENERAL	109.73	109.73
Total 67450029:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67451190	1	7401-430-62-46	SUPPLIES-GENERAL	2,848.48	2,848.48
Total 67451190:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67482928	1	7110-430-42-46	SUPPLIES-GENERAL	74.45	74.45
Total 67482928:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67489794	1	7110-430-42-46	SUPPLIES-GENERAL	1,216.23	1,216.23
Total 67489794:											

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
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67489795	1	7110-430-42-46	SUPPLIES-GENERAL	164.46	164.46
Total 67489795:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67520726	1	7110-430-42-46	SUPPLIES-GENERAL	50.05	50.05
Total 67520726:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67524940	1	7401-430-62-46	SUPPLIES-GENERAL	56.76	56.76
Total 67524940:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67525487	1	7110-430-42-46	SUPPLIES-GENERAL	74.45	74.45
Total 67525487:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67525518	1	7110-430-42-46	SUPPLIES-GENERAL	213.84	213.84
Total 67525518:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67526233	1	7401-430-62-46	SUPPLIES-GENERAL	16.95	16.95
Total 67526233:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67578705	1	7401-430-62-46	SUPPLIES-GENERAL	26.88	26.88
Total 67578705:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-PW	67603619	1	7620-430-10-46	SUPPLIES-GENERAL	78.36	78.36
Total 67603619:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67604900	1	7110-430-42-46	SUPPLIES-GENERAL	1,356.43	1,356.43
Total 67604900:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67607130	1	7110-430-42-46	SUPPLIES-GENERAL	966.48	966.48

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 67607130:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67607845	1	7401-430-62-46	SUPPLIES-GENERAL	966.48	966.48
Total 67607845:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-STREETS	67608540	1	2007-431-20-46	SUPPLIES-GENERAL	112.61	112.61
Total 67608540:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67609927	1	7401-430-62-46	SUPPLIES-GENERAL	84.73	84.73
Total 67609927:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67617916	1	7401-430-62-46	SUPPLIES-GENERAL	44.47	44.47
Total 67617916:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-STREETS	67621151	1	2007-431-20-46	SUPPLIES-GENERAL	160.44	160.44
Total 67621151:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-FD	67621184	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	27.67	27.67
Total 67621184:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67621767	1	7110-430-42-46	SUPPLIES-GENERAL	4.14	4.14
Total 67621767:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67623295	1	7110-430-42-46	SUPPLIES-GENERAL	111.06	111.06
Total 67623295:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67626511	1	7110-430-42-46	SUPPLIES-GENERAL	344.91	344.91
Total 67626511:											
10/18	10/25/2018	202545	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67626511	1	7110-430-42-46	SUPPLIES-GENERAL	157.66	157.66
Total 67626511:											

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	
Grand Totals:											103,764.98	103,764.98

Report Criteria:

Report type: GL detail
Check.Voided = False

Reviewed by: D Interim City Administrator

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

Submitted by: Deborah Savage, Finance Manager

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 18-5582** Approving Cash Transfer to Golf Course and Airport Enterprise Funds for Fiscal Year 2017-2018

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: The City is in the final stages of the audit process to close the books for fiscal year 2017-2018. The Golf Course and Airport Enterprise Funds have negative cash balances that have been accumulating for a couple of years. At the end of June, the Golf Course had a cash balance of (\$48,692) and the Airport (\$52,780). When these funds have negative cash at the end of a fiscal year, they temporarily borrow cash from the General Fund to remove those balances. This is accomplished by booking a due to/due from at the end of the fiscal year and reversing that entry at the beginning of the next fiscal year. By following this process, the struggling enterprise funds continued to accumulate negative cash. The City now has a policy to transfer cash to each of these funds at the end of the fiscal year to remove the negative cash and stop the accumulation. This also gives the City Council the opportunity to discuss the funds that are struggling and suggest changes to assist them in the coming fiscal year.

To understand the differences between the income financial statement (budget vs. actual) and the corresponding cash balance, we need to understand items that affect cash and not necessarily the income statement:

1. Purchasing inventory and assets
2. Uncollected receivables
3. Prepaid items
4. Payments made to the principal portion of a debt
5. Unearned revenue

When inventory is purchased for the pro-shop, the cash is expended to purchase the inventory but the expense and revenue do not show on the income statement until an item is sold. If an asset such as a vehicle is purchased, the cash is expended and the asset is booked to the balance sheet not the income statement. Items such as hangar leases are billed for the airport. Once billed, these billings show as revenue on the income statement, however cash is not recognized until the billing is paid.

FISCAL IMPACT: General Fund operational cash balance at the end of June 2018 before the transfer, \$1,629,943 General Fund transfer of \$48,692 to the Golf Course Fund and \$52,780 to the Airport Fund to remove negative cash

ACTION REQUESTED: Motion to approve Resolution No. 18-5582 Approving Transfer of Cash to Golf Course and Airport Enterprise Funds

ATTACHMENTS: Resolution No. 18-5582
Golf Course Monthly Report
Airport Cash Report and Cash Reconciliation
Income Statement June 2018 Golf Course
Income Statement June 2018 Airport

RESOLUTION NO. 18-5582
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING CASH TRANSFER TO GOLF COURSE AND AIRPORT ENTERPRISE
FUNDS FOR FISCAL YEAR 2017-2018

WHEREAS, the City Council of the City of Susanville adopted Resolution 18-5520 Updating Budget Process and Policies to include a review of the Golf Course and Airport Enterprise each fiscal year end; and

WHEREAS, the City Council has authorized removing negative cash balances at year end with the approval of a budget amendment; and

WHEREAS, the Golf Course and Airport funds have been accumulating negative cash from prior years as follows:

Golf Course:	2016-2017	(\$23,097)	Airport:	2015-2016	(\$34,256)
	2017-2018	<u>(\$25,595)</u>		2016-2017	(\$18,891)
				2017-2018	<u>\$ 367</u>
Accumulated Total:		(\$48,692)			(\$52,780)

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the General Fund will transfer \$48,692 to the Golf Course and \$52,780 to the Airport to remove negative cash.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular adjourned meeting of the City Council of the City of Susanville held on the 7th day of November, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

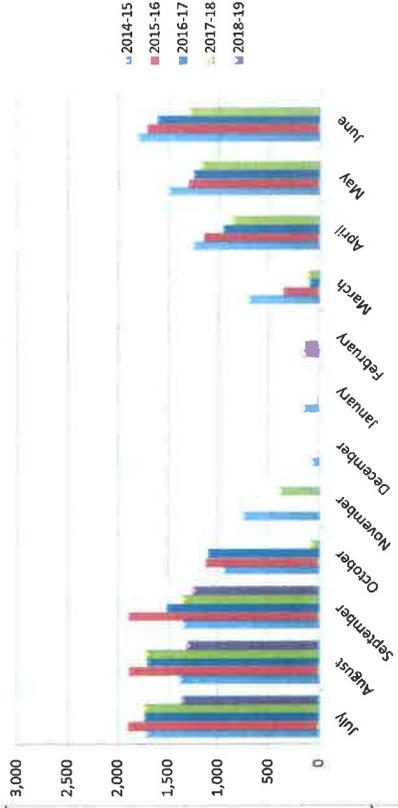
APPROVED AS TO FORM:

Jessica Ryan, City Attorney

GOLF COURSE

Rounds Played	2013-14	2014-15	2015-16	2016-17*	2017-18	2018-19
July	1,862	1,738	1,888	1,740	1,748	1,359
August	1,609	1,398	1,880	1,715	1,734	1,308
September	1,277	1,363	1,886	1,516	1,368	1,255
October	1,163	965	1,117	1,106	105	
November	697	777	0	0	408	
December	66	106	15	0	0	
January	48	183	20	3	0	
February	41	182	134	0	0	
March	56	717	349	104	139	
April	1,599	1,275	1,138	958	871	
May	1,923	1,514	1,295	1,258	1,191	
June	1,613	1,831	1,714	1,621	1,302	
	11,954	12,049	11,436	10,021	8,866	3,922

Rounds Played

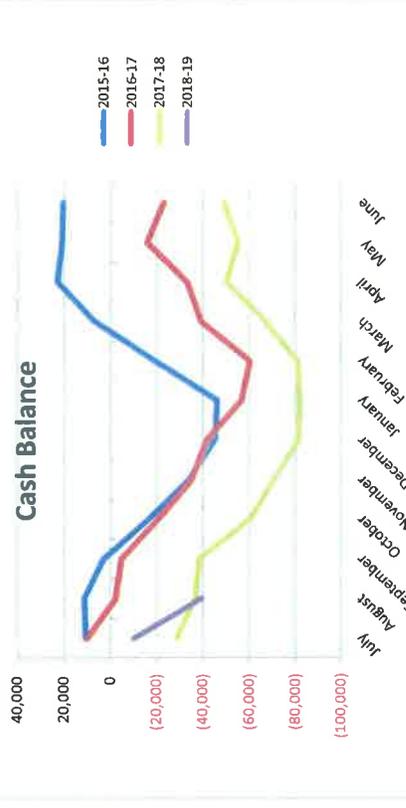


Winter Play does not include rounds played for annual members.

* Golf Course Manager unable to verify rounds played due to computer software malfunction.

Cash Balance (\$)	at month end	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
July		46,316	40,244	10,656	9,468	(28,199)	(10,356)
August		21,223	3,187	11,290	(2,596)	(36,537)	(39,409)
September		20,658	(16,159)	2,908	(5,031)	(38,173)	
October		(1,610)	(39,909)	(16,418)	(20,889)	(60,027)	
November		(15,142)	(52,457)	(33,946)	(35,325)	(70,614)	
December		(22,109)	(58,501)	(45,052)	(41,821)	(81,379)	
January		18,530	(25,397)	(45,959)	(56,650)	(81,869)	
February		31,973	(8,634)	(19,234)	(60,401)	(80,829)	
March		54,233	24,611	6,820	(39,487)	(66,530)	
April		63,514	26,858	22,910	(33,331)	(49,776)	
May		49,830	29,518	20,845	(15,976)	(54,943)	
June		47,143	52,336	20,526	(23,097)	(48,692)	

Cash Balance



(1) - General Fund transferred \$244,886 to remove negative cash

(2) Purchase Rough Mower \$10,200

(3) Pump repair \$22,206 (\$34,980 in accounts payable booked in 2014-2015, cash out in 2015-2016)

**GOLF COURSE
Revenue (\$)**

	2015-16	2016-17	2017-18	2018-19
Revenues	Revenues	Revenues	Revenues	Revenues
July	\$87,642 1	\$56,462 1	\$67,065 1	\$53,062
August	\$50,876	\$28,757	\$33,486	\$25,976
September	\$31,187	\$29,301	\$23,244	\$23,555
October	\$17,134	\$12,538	\$16,101	
November	\$7,544	\$7,274	\$5,240	
December	\$5	\$9,569	\$4,865	
January	\$5,290	\$387	\$9,634	
February	\$30,997	\$2,207	\$7,122	
March	\$32,949	\$27,148	\$23,891	
April	\$35,048	\$27,502	\$32,648	
May	\$25,647	\$39,797	\$27,413	
June	\$10,525 2	\$5,740 2	\$8,999 2	
General Fund	\$334,843	\$246,681	\$308,399	\$102,593

Expenses (\$)

	2015-16	2016-17	2017-18	2018-19
Expenses	Expenses	Expenses	Expenses	Expenses
July	\$37,725	\$22,204	\$21,978	\$27,952
August	\$54,836	\$40,668	\$42,313	\$43,502
September	\$43,223	\$27,251	\$25,149	\$33,420
October	\$38,482	\$30,455	\$40,557	
November	\$27,487	\$24,076	\$18,643	
December	\$15,081	\$17,947	\$15,669	
January	\$7,588	\$17,425	\$12,698	
February	\$6,376	\$11,556	\$7,847	
March	\$8,322	\$8,249	\$10,583	
April	\$21,600	\$20,289	\$17,756	
May	\$28,715	\$31,225	\$34,431	
June	\$64,840 *	\$63,067	\$51,564	
Net Profit(Loss)	\$354,275	\$314,413	\$299,189	\$104,874
	-\$19,432	-\$67,732	\$9,210	-\$2,281

* Expense higher due to pump maintenance.

(1) Revenue numbers changed for annual amounts due in this fiscal year.

(2) Revenue numbers lower for accruing annual revenues into correct period (\$30,828)

Annual Memberships received Jan-Mar that are booked in July as revenue

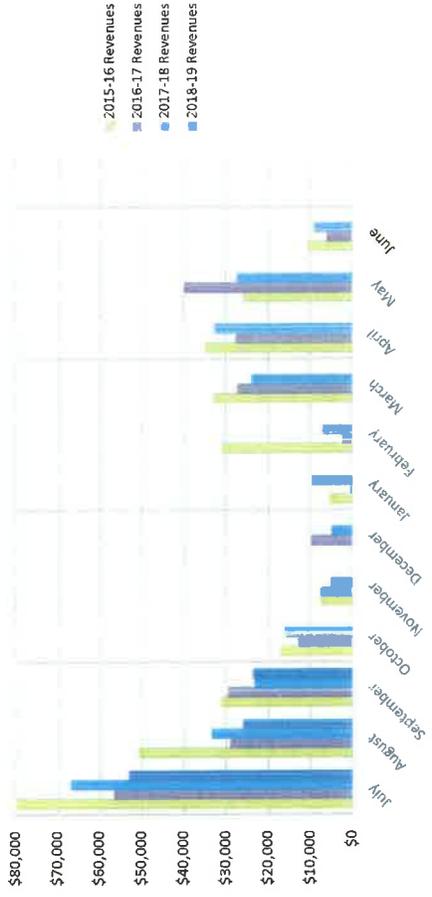
(Cash received Jan-Mar, revenue recognized in July)

July 2015	\$42,929
July 2016	\$31,704
July 2017	\$42,714
July 2018	\$28,071

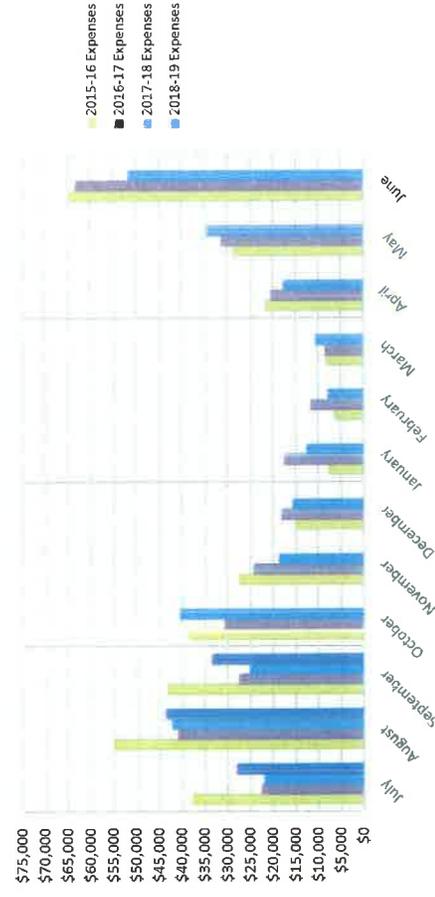
Annual Memberships Sold

2015	61
2016	49
2017	51
2018	37

Golfing Revenues



Golfing Expenses



Airport**Cash Balance (\$)**

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
July	(\$685)	(\$32,749)	\$145,735	(\$17,037)	(\$56,992)	\$6,638
August	(\$2,859)	\$4,290	(\$17,748)	(\$13,167)	(\$44,710)	\$3,531
September	(\$2,902)	(\$7,043)	(\$22,520)	(\$16,564)	(\$43,497)	\$9,049
October	(\$4,726)	(\$1,302)	\$267	(\$17,741)	(\$53,374)	
November	(\$12,365)	(\$6,041)	(\$18,759)	(\$18,051)	(\$59,007)	
December	(\$14,700)	(\$5,155)	(\$10,227)	(\$23,696)	(\$77,607)	
January	(\$22,329)	\$12,887	(\$4,633)	(\$29,988)	(\$69,013)	
February	(\$24,166)	\$11,233	\$5,591	(\$38,609)	(\$54,166)	
March	(\$22,435)	\$16,556	\$393	(\$44,760)	(\$62,733)	
April	(\$22,341)	\$30,776	(\$2,891)	(\$59,651)	(\$65,781)	
May	(\$13,899)	(\$161,376)	(\$35,595)	(\$47,236)	(\$70,587)	
June	\$1,824	\$58,833	(\$34,256)	(\$53,147)	(\$52,780)	

2017-2018

Golf Course

Airport

Reconciliation of Cash Flow from Income Statement

Net Income at 6/30/18	\$9,210.64	\$48,227.06
Add back in depreciation expense	\$21,797.00	\$164,204.50
	<u>\$31,007.64</u>	<u>\$212,431.56</u>
Net Increase(Decrease) to fixed assets		-\$163,666.00
Net Increase (Decrease) to Accts Rec	\$2,365.13	-\$8,199.88
Net Increase (Decrease) to Inventory	-\$2,105.43	
Net Increase(Decrease) to Prepaids		\$1,710.43
Net Increase(Decrease) to Accts Payable	\$8,970.52	-\$42,643.40
Net Increase(Decrease) to Deferred Rev	-\$14,642.90	
	<u>\$25,594.96</u>	<u>-\$367.29</u>

Changes to balance sheet accounts are from comparing beginning balances at 7/1/2018 to ending balances at 6/30/18

CITY OF SUSANVILLE
 INCOME STATEMENT
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

AIRPORT

	BUDGET	YTD ACTUAL	% EARNED	ENCUMBRA	UNEARNED	% UNEARNED
<u>PUBLIC WORKS</u>						
<u>AIRPORT-OPERATIONS</u>						
7201-430-81-3341 STATE OF CA - CALTRANS	10,000.00	10,000.00	100.00	0	.00	.00
7201-430-81-3620 AIRPORT - LEASES	60,000.00	60,065.45	100.11	0	(65.45)	(.11)
7201-430-81-3701 AIRPORT - FLOWAGE FEES	12,000.00	13,042.45	108.69	0	(1,042.45)	(8.69)
7201-430-81-3703 COMMERCIAL OPERATOR FEES	16,000.00	16,101.93	100.64	0	(101.93)	(.64)
TOTAL AIRPORT-OPERATIONS	98,000.00	99,209.83	101.23	0	(1,209.83)	(1.23)
<u>FAA GRANT PAPI PROJECT</u>						
7201-430-85-3970 CAPITAL CONTRIBUTIONS	230,689.00	153,665.94	66.61	0	77,023.06	33.39
TOTAL FAA GRANT PAPI PROJECT	230,689.00	153,665.94	66.61	0	77,023.06	33.39
TOTAL PUBLIC WORKS	328,689.00	252,875.77	76.93	0	75,813.23	23.07

CITY OF SUSANVILLE
 INCOME STATEMENT
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

AIRPORT

	BUDGET	YTD ACTUAL	% EARNED	ENCUMBRA	UNEARNED	% UNEARNED
7201-490-00-3910 TRN IN 1000 GENERAL FUND	69,780.00	69,780.21	100.00	0	(.21)	.00
TOTAL DIVISION 00	69,780.00	69,780.21	100.00	0	(.21)	.00
TOTAL DEPARTMENT 490	69,780.00	69,780.21	100.00	0	(.21)	.00
TOTAL FUND REVENUE	398,489.00	322,655.98	80.97	0	75,813.02	19.03

CITY OF SUSANVILLE
 INCOME STATEMENT
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

AIRPORT

	BUDGET	YTD ACTUAL	% EXPENDED	ENCUMBRA	UNEXPENDED	% UNEXP.	
<u>PUBLIC WORKS</u>							
<u>AIRPORT-OPERATIONS</u>							
7201-430-81-4100	REGULAR EMPLOYEES	214.00	213.64	99.83	0	.36	.17
7201-430-81-4221	SOCIAL SECURITY CONTRIBUTIONS	14.00	13.25	94.64	0	.75	5.36
7201-430-81-4222	MEDICARE	4.00	3.11	77.75	0	.89	22.25
7201-430-81-4230	PERS	12.00	11.90	99.17	0	.10	.83
7201-430-81-4260	WORKERS' COMPENSATION	33.00	32.08	97.21	0	.92	2.79
7201-430-81-4291	HEALTH INSURANCE AND ADMIN	1.00	.00	.00	0	1.00	100.00
7201-430-81-4293	STATE UNEMPLOYMENT	2.00	1.92	96.00	0	.08	4.00
7201-430-81-4340	TECHNICAL SVCS	32,441.00	32,440.35	100.00	0	.65	.00
7201-430-81-4431	REPAIR AND MAINTENANCE-MISC	1,500.00	1,892.75	126.18	0	(392.75)	(26.18)
7201-430-81-4434	REPAIR AND MAINTENANCE-FACILIT	2,835.00	2,441.22	86.11	0	393.78	13.89
7201-430-81-4510	INSURANCE AIRPORT HANGARS	3,492.00	3,492.00	100.00	0	.00	.00
7201-430-81-4511	INSUR.AIRPORT OWNER OPER. LIAB	4,680.00	4,680.00	100.00	0	.00	.00
7201-430-81-4512	INSUR.AIRPORT AIR SHOW LIAB	442.00	432.00	97.74	0	10.00	2.26
7201-430-81-4524	INTERNAL SVCS ADMIN	49,136.00	47,140.00	95.94	0	1,996.00	4.06
7201-430-81-4530	COMMUNICATIONS	547.00	524.56	95.90	0	22.44	4.10
7201-430-81-4610	SUPPLIES - GENERAL	46.00	30.48	66.26	0	15.52	33.74
7201-430-81-4622	ELECTRICITY	7,528.00	7,527.28	99.99	0	.72	.01
7201-430-81-4623	PROPANE	3,170.00	3,169.08	99.97	0	.92	.03
7201-430-81-4641	POSTAGE	1.00	.46	46.00	0	.54	54.00
7201-430-81-4770	DEPRECIATION EXPENSE	155,403.00	164,204.53	105.66	0	(8,801.53)	(5.66)
7201-430-81-4810	TAXES, FEES, PERMITS & CHARGES	1,966.00	896.20	45.58	0	1,069.80	54.42
7201-430-81-4840	BAD DEBT EXPENSE	4,535.00	4,534.98	100.00	0	.02	.00
7201-430-81-4852	INTEREST	748.00	747.13	99.88	0	.87	.12
	TOTAL AIRPORT-OPERATIONS	268,750.00	274,428.92	102.11	0	(5,678.92)	(2.11)
<u>FAA GRANT PAPI PROJECT</u>							
7201-430-85-4330	PROFESSIONAL SVCIES	12,832.00	12,830.71	99.99	0	1.29	.01
7201-430-85-4450	CONSTRUCTION SERVICE	216,310.00	150,696.00	69.67	0	65,614.00	30.33
7201-430-85-4760	CONTRA EXPENSE	.00	(163,526.71)	.00	0	163,526.71	.00
	TOTAL FAA GRANT PAPI PROJECT	229,142.00	.00	.00	0	229,142.00	100.00
	TOTAL PUBLIC WORKS	497,892.00	274,428.92	55.12	0	223,463.08	44.88
	TOTAL FUND EXPENDITURES	497,892.00	274,428.92	55.12	0	223,463.08	44.88
	REVENUE OVER (UNDER) EXPENDITURES	(99,423.00)	48,227.06	48.51	0	(147,650.06)	(148.51)

CITY OF SUSANVILLE
 INCOME STATEMENT
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

GOLF COURSE

	BUDGET	YTD ACTUAL	% EARNED	ENCUMBRA	UNEARNED	% UNEARNED
<u>COMMUNITY SERVICES</u>						
<u>GOLF COURSE</u>						
7530-451-50-3613	NET INCREASE(DECREASE) FMV	.00	.14	.00	0 (.14)	.00
7530-451-50-3620	RENTS & ROYALTIES	1,500.00	2,265.00	151.00	0 (765.00)	(51.00)
7530-451-50-3731	GOLF COURSE WATER	450.00	231.55	51.46	0	218.45 48.54
	TOTAL GOLF COURSE	1,950.00	2,496.69	128.04	0 (546.69)	(28.04)
<u>GOLFING</u>						
7530-451-52-3480	GREEN FEES	210,000.00	164,969.78	78.56	0	45,030.22 21.44
7530-451-52-3489	RANGE	12,000.00	9,507.04	79.23	0	2,492.96 20.77
7530-451-52-3623	RENTALS - CARTS	65,000.00	62,587.57	96.29	0	2,412.43 3.71
	TOTAL GOLFING	287,000.00	237,064.39	82.60	0	49,935.61 17.40
<u>PRO SHOP</u>						
7530-451-55-3472	PRO SHOP SALES	15,000.00	13,917.73	92.78	0	1,082.27 7.22
7530-451-55-3474	CONCESSIONS	6,000.00	6,228.65	103.81	0 (228.65)	(3.81)
	TOTAL PRO SHOP	21,000.00	20,146.38	95.94	0	853.62 4.06
	TOTAL COMMUNITY SERVICES	309,950.00	259,707.46	83.79	0	50,242.54 16.21

CITY OF SUSANVILLE
 INCOME STATEMENT
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

GOLF COURSE

		BUDGET	YTD ACTUAL	% EARNED	ENCUMBRA	UNEARNED	% UNEARNED
7530-490-00-3910	TRN IN 1000 GENERAL FUND	48,693.00	48,692.43	100.00	0	.57	.00
	TOTAL DIVISION 00	48,693.00	48,692.43	100.00	0	.57	.00
	TOTAL DEPARTMENT 490	48,693.00	48,692.43	100.00	0	.57	.00
	TOTAL FUND REVENUE	358,643.00	308,399.89	85.99	0	50,243.11	14.01

CITY OF SUSANVILLE
 INCOME STATEMENT
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

GOLF COURSE

	BUDGET	YTD ACTUAL	% EXPENDED	ENCUMBRA	UNEXPENDED	% UNEXP.
<u>COMMUNITY SERVICES</u>						
<u>GOLF COURSE</u>						
7530-451-50-4340	TECHNICAL SVCS	1,665.00	697.50	41.89	0	967.50 58.11
7530-451-50-4514	INSURANCE - CRIME BOND	58.00	48.00	82.76	0	10.00 17.24
7530-451-50-4521	INSURANCE - LIABILITY	4,768.00	3,888.00	81.54	0	880.00 18.46
7530-451-50-4522	INSURANCE - PROPERTY	655.00	540.00	82.44	0	115.00 17.56
7530-451-50-4524	INTERNAL SVC - ADMIN	31,032.00	27,005.00	87.02	0	4,027.00 12.98
7530-451-50-4525	PW OVERHEAD ALLOCATION	6,610.00	.00	.00	0	6,610.00 100.00
7530-451-50-4770	DEPRECIATION EXPENSE	23,483.00	21,796.94	92.82	0	1,686.06 7.18
7530-451-50-4810	TAXES, FEES, PERMITS & CHARGES	14,635.00	9,914.01	67.74	0	4,720.99 32.26
7530-451-50-4852	INTEREST	710.00	710.12	100.02	0	(.12) (.02)
TOTAL GOLF COURSE		83,616.00	64,599.57	77.26	0	19,016.43 22.74
<u>GOLFING</u>						
7530-451-52-4120	TEMPORARY EMPLOYEES	35,320.00	31,889.95	90.29	0	3,430.05 9.71
7530-451-52-4221	SOCIAL SECURITY CONTRIBUTIONS	2,455.00	1,977.15	80.54	0	477.85 19.46
7530-451-52-4222	MEDICARE	574.00	462.48	80.57	0	111.52 19.43
7530-451-52-4260	WORKERS' COMPENSATION	5,409.00	3,994.95	73.86	0	1,414.05 26.14
7530-451-52-4292	STATE DISABILITY	20.00	.00	.00	0	20.00 100.00
7530-451-52-4293	STATE UNEMPLOYMENT	357.00	287.01	80.39	0	69.99 19.61
7530-451-52-4340	TECHNICAL SERVICES	5,080.00	5,080.00	100.00	0	.00 .00
7530-451-52-4421	DISPOSAL	2,437.00	2,436.18	99.97	0	.82 .03
7530-451-52-4431	REPAIR & MAINTENANCE - MISC	23,457.00	23,456.22	100.00	0	.78 .00
7530-451-52-4434	REPAIR & MAINT - BUILDING	631.00	630.68	99.95	0	.32 .05
7530-451-52-4442	RENT & LEASES EQUIP & VEHICLES	2,604.00	2,602.29	99.93	0	1.71 .07
7530-451-52-4530	COMMUNICATIONS	5,253.00	5,183.66	98.68	0	69.34 1.32
7530-451-52-4540	ADVERTISING	2,904.00	2,102.90	72.41	0	801.10 27.59
7530-451-52-4550	PRINTING & BINDING	160.00	.00	.00	0	160.00 100.00
7530-451-52-4594	LOCKSMITHING SERVICES	470.00	.00	.00	0	470.00 100.00
7530-451-52-4610	SUPPLIES-GENERAL	37,826.00	17,556.29	72.85	10,000	10,269.71 27.15
7530-451-52-4613	JANITORIAL SUPPLIES	510.00	.00	.00	0	510.00 100.00
7530-451-52-4622	ELECTRICITY	29,320.00	29,227.70	99.69	0	92.30 .31
7530-451-52-4623	PROPANE	3,294.00	2,842.25	86.29	0	451.75 13.71
7530-451-52-4626	GASOLINE	6,978.00	6,800.35	97.45	0	177.65 2.55
7530-451-52-4641	POSTAGE	200.00	10.23	5.12	0	189.77 94.89
7530-451-52-4830	DUES & MEMBERSHIPS	420.00	.00	.00	0	420.00 100.00
TOTAL GOLFING		165,679.00	136,540.29	88.45	10,000	19,138.71 11.55

CITY OF SUSANVILLE
 INCOME STATEMENT
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

GOLF COURSE

	BUDGET	YTD ACTUAL	% EXPENDED	ENCUMBRA	UNEXPENDED	% UNEXP.	
<u>PRO SHOP</u>							
7530-451-55-4120	TEMPORARY EMPLOYEES	48,165.00	39,791.95	82.62	0	8,373.05	17.38
7530-451-55-4130	OVERTIME	1,796.00	1,795.42	99.97	0	.58	.03
7530-451-55-4221	SOCIAL SECURITY CONTRIBUTIONS	2,579.00	2,578.44	99.98	0	.56	.02
7530-451-55-4222	MEDICARE	603.00	603.02	100.00	0	(.02)	.00
7530-451-55-4260	WORKERS' COMPENSATION	1,724.00	1,723.98	100.00	0	.02	.00
7530-451-55-4291	HEALTH INSURANCE	746.00	745.78	99.97	0	.22	.03
7530-451-55-4293	STATE UNEMPLOYMENT	375.00	374.30	99.81	0	.70	.19
7530-451-55-4431	REPAIR AND MAINT - MISC	104.00	58.85	56.59	0	45.15	43.41
7530-451-55-4610	SUPPLIES - GENERAL	13,946.00	17,469.43	125.26	0	(3,523.43)	(25.26)
7530-451-55-4821	CASH OVER/UNDER	1,172.00	1,171.73	99.98	0	.27	.02
	TOTAL PRO SHOP	71,210.00	66,312.90	93.12	0	4,897.10	6.88
<u>CARTS</u>							
7530-451-56-4120	TEMPORARY EMPLOYEES	11,765.00	11,101.46	94.36	0	663.54	5.64
7530-451-56-4221	SOCIAL SECURITY CONTRIBUTIONS	689.00	688.28	99.90	0	.72	.10
7530-451-56-4222	MEDICARE	161.00	160.99	99.99	0	.01	.01
7530-451-56-4260	WORKERS' COMPENSATION	725.00	724.12	99.88	0	.88	.12
7530-451-56-4293	STATE UNEMPLOYMENT	100.00	99.90	99.90	0	.10	.10
7530-451-56-4431	REPAIR & MAINTENANCE MISC	955.00	390.34	40.87	0	564.66	59.13
7530-451-56-4442	RENTS AND LEASES EQUIPMENT	26,800.00	18,571.40	69.30	0	8,228.60	30.70
	TOTAL CARTS	41,195.00	31,736.49	77.04	0	9,458.51	22.96
	TOTAL COMMUNITY SERVICES	361,700.00	299,189.25	85.48	10,000	52,510.75	14.52
	TOTAL FUND EXPENDITURES	361,700.00	299,189.25	85.48	10,000	52,510.75	14.52
	REVENUE OVER (UNDER) EXPENDITURES	(3,057.00)	9,210.64	(25.82)	10,000-	(2,267.64)	(74.18)
	GRAND TOTAL REVENUE	757,112.00	631,055.87	83.35	0	126,056.13	16.65
	GRAND TOTAL EXPENDITURES	(859,592.00)	(573,618.17)	(67.89)	10,000-	(275,973.83)	(32.11)
	TOTAL NET REVENUE(EXPENDITURES)	(102,480.00)	57,437.70	46.29	10,000-	(149,917.70)	(146.29)

Reviewed by: Dan Interim City Administrator

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

Submitted By: Dan Newton, Interim City Administrator

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 18-5592 setting new rates and fees for the Diamond Mountain Golf Course.

PRESENTED BY: Dan Newton, Interim City Administrator

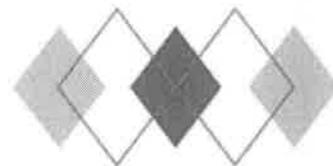
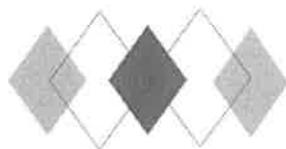
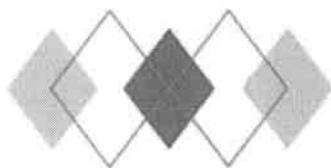
SUMMARY: The Diamond Mountain Golf course remains an asset to the community. Staff has evaluated revenues generated at the golf course compared to expenses and it is apparent that a fee increase is warranted. Over the past several years, golf course revenues have not completely covered expenses. The Interim City Administrator has solicited feedback from those involved in the operation of the golf course and recommended modifications to the fees (attached). Additionally, staff is recommending modifications to the fees that, if approved, will simplify our rate structure and potentially lead to more rounds of play. The proposed modifications result in a fee structure consistent with neighboring public courses.

FISCAL IMPACT: The estimated revenue increases are anticipated based on applying the new rate over the actual experience from the 2017 year.

- Annual Memberships - increase in revenues (\$4,000)
- Green Fees (9 and 18 holes) - increase in revenues (\$18,345)
- Play Cards - increase in revenues (\$7,450)
- Monthly Passes - No Data
- Estimated total increase \$29,795

ACTION REQUESTED: Motion to approve Resolution No. 18-5592, approving setting new rates and fees for the Diamond Mountain Golf Course.

ATTACHMENTS: Proposed Fee Schedule
Resolution No. 18-5592



DIAMOND MOUNTAIN

golf course



Green Fees

	Mon-Thurs	Fri-Sun
18 Holes	\$20- \$25	\$25 \$30
9 Holes	\$15- \$20	\$18 \$25
<u>Junior (17 & Under)</u>		
18 Holes	\$15	\$15
9 Holes	\$10	\$10

Cart Fees per person

9 Holes	\$10
18 Holes	\$15
Spectator	\$5
Trail Fee	\$5
Pull Carts	\$5 per round

Driving Range

Small (1 Token)	\$5
Large (2 Tokens)	\$8
25 token Punch Card	\$100

Memberships

Individual	\$1,200	\$1,300
Individual w/cart	\$1,500	\$1,600
Couple	\$1,750	\$1,850
Couple w/cart	\$2,050	\$2,150

- \$100 discount on Annual Membership if purchased before March 31, 2019

Unlimited Range \$ 250

Private Carts

Trail Fee	\$200
Trail Fee w/storage (elect)	\$400
Trail Fee w/storage (gas)	\$350

Specials

10 Play Cards

18 Hole Rounds w/Cart	\$250	\$300
18 Hole Rounds	\$180	\$240
9 Hole Rounds w/Cart	\$185	\$250
9 Hole Rounds	\$130	\$190
18 Twilight (after 1pm)	\$15	
18 Twilight (after 4pm)	\$12	
18 Twilight (after 2pm)	\$15	
Senior (over 60) Tuesday & - Monday - Thursday		
18 Holes	\$15- \$18	9 Holes \$10 \$12
Monday - Thursday Senior Cart	\$10	
Monthly - Unlimited w/Cart - April	\$200	
May	\$250	
(Formerly \$300/ Month) June-August	\$350	
Sept	\$250	
Oct	\$200	

Rentals

Club Rentals per person (return by 7pm)

9 Holes	\$10	18 Holes	\$20
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Wingfield Road Club House

1/2 Day (up to 4 hours)	\$100
Full Day (4+ hours)	\$175
Deposit	\$100

Call Today 530-257-2520

Diamond Mountain Golf Club
470-835 Circle Drive
Susanville, CA 96130

2019 Proposed Fee Schedule



RESOLUTION NO. 18-5592

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE (CITY)
SETTING NEW RATES AND FEES FOR THE DIAMOND MOUNTAIN GOLF COURSE**

WHEREAS, The City owns and operates Diamond Mountain Golf Course; and

WHEREAS, The Diamond Mountain Golf Course is an asset to the community, providing those within the community who enjoy golf or who are considering taking up golf, a venue to participate locally; and

WHEREAS, The Diamond Mountain Golf Course has required City General Fund Contributions to zero its negative cash balances averaging approximately \$24,000 over the past two fiscal years; and

WHEREAS, the City desires to continue to provide the course for the public, maintain it to a high standard and at a minimum, set fees to cover the cost of the operation of the course; and

WHEREAS, the City desires to remain competitive with similar courses in nearby communities by setting fees that are reasonable and consistent with the similar courses; and

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

The fees for the Diamond Mountain Golf Course are hereby established as provided in Exhibit A.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-5592 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of November, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

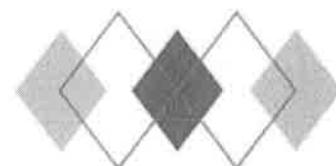


EXHIBIT A

DIAMOND MOUNTAIN

golf course



Green Fees

	Mon-Thurs	Fri-Sun
18 Holes	\$25	\$30
9 Holes	\$20	\$25
<u>Junior (17 & Under)</u>		
18 Holes	\$15	\$15
9 Holes	\$10	\$10

Cart Fees per person

9 Holes	\$10
18 Holes	\$15
Spectator	\$5
Trail Fee	\$5
Pull Carts	\$5 per round

Driving Range

Small (1 Token)	\$5
Large (2 Tokens)	\$8
25 token Punch Card	\$100

Memberships

Individual	\$1,300
Individual w/cart	\$1,600
Couple	\$1,850
Couple w/cart	\$2,150

- \$100 discount on Annual Membership if purchased before March 31, 2019

Unlimited Range \$ 250

Private Carts

Trail Fee	\$200
Trail Fee w/storage (elect)	\$400
Trail Fee w/storage (gas)	\$350

Specials

10 Play Cards

18 Hole Rounds w/Cart	\$300
18 Hole Rounds	\$240
9 Hole Rounds w/Cart	\$250
9 Hole Rounds	\$190

18 Twilight (after 2pm)	\$ 15
Senior (over 60) Monday - Thursday	
18 Holes	\$18
9 Holes	\$12
Monday - Thursday Senior Cart	\$10
Unlimited w/Cart - April	\$200
May	\$250
June-August	\$350
Sept	\$250
Oct	\$200

Rentals

Club Rentals per person (return by 7pm)

9 Holes	\$10	18 Holes	\$20
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Wingfield Road Club House

1/2 Day (up to 4 hours)	\$100
Full Day (4+ hours)	\$175
Deposit	\$100

Call Today 530-257-2520

Diamond Mountain Golf Club
 470-835 Circle Drive
 Susanville, CA 96130



Fee Schedule

Reviewed by: D Interim City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution Number 18-5585 supporting the 6th Annual Thanksgiving Day Turkey Trot on Thursday, November 22, 2018 and authorizing closure of Riverside Drive for the event.

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: The Bizz Running Company requests City Council support for the 6th Annual Thanksgiving Day Turkey Trot. The Bizz Running Company has requested the closure of Riverside Drive from Alexander Avenue to River Street on Thursday, November 22, 2018, from 8:00 am to 9:00 am. The street closure will help ensure the safety of participants in the 5k fun run. With over 300 individuals in attendance in the past years this event has made a positive impact in addressing the needs of Lassen Senior Services.

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

FISCAL IMPACT: Public Works Department estimated cost: \$200

ACTION

REQUESTED: Motion to adopt Resolution Number 18-5585 supporting the 6th Annual Thanksgiving Day Turkey Trot on Thursday, November 22, 2018 and authorizing closure of Riverside Drive from Alexander Avenue to River Street from 8:00 am to 9:00 am, for the event.

ATTACHMENTS: Resolution Number 18-5585
Letter of request

RESOLUTION NUMBER 18-5585
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
SUPPORTING THE 6TH ANNUAL THANKSGIVING TURKEY TROT ON THURSDAY,
NOVEMBER 22, 2018, AND APPROVING THE CLOSURE OF RIVERSIDE DRIVE
FROM ALEXANDER AVENUE TO RIVER STREET FROM 8:00 AM TO 9:00 AM

WHEREAS, the Bizz Running Company has requested City Council support of the 6th Annual Thanksgiving Day Turkey Trot event on Thursday, November 22, 2018, from 8:00 am to 9:00 am; and

WHEREAS, the Bizz Running Company has requested the closure of Riverside Drive from Alexander Avenue to River Street on Thursday, November 22, 2018, from 8:00 am to 9:00 am, and

WHEREAS, closure of a City street for non-emergency purposes requires City Council approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville hereby supports the 6th Annual Thanksgiving Turkey Trot event and approves the street closure of Riverside Drive from Alexander Avenue to River Street for Thursday, November 22, 2018, from 8:00 am to 9:00 am for the event.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5585** was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of November 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

Bizz Running Company
509 Lakewood Way
Susanville, CA 96130
(530) 310-5013



October 12, 2018

CITY OF SUSANVILLE
66 North Lassen
Susanville, CA 96130

Dear Susanville City Council members:

With the help of Susanville's running community, Lassen Senior Services and the Bizz Running Company are partnering for the 6th Annual Thanksgiving Day Turkey Trot. With over 300 individuals in attendance in past years, this free community event has raised a significant amount of food and monetary donations for Lassen Senior Services. The 5K Run/Walk takes place on Thanksgiving morning, Thursday, November 22, 2018, at 8:30 a.m. at the Lassen Superior Court on Riverside Drive.

The route will mostly utilize the Susan River Trail, but requires a complete closure of Riverside Drive from River Street to Alexander Avenue from 8:00 a.m. until approximately 8:45 a.m. The route utilizes the sidewalk portion of Alexander Avenue and the right-hand portion of Cornell Street and South Ash Street until reconnecting to the Susan River Trail. We are aware of the required 48-hour posted closure notices to residents along Riverside Drive and are requesting use of the City's folding barricades to accomplish such. The event will also use significant signage, cones, bicycle sweeps, and marked crossing guards to ensure safety of participants and motorists.

For the past four years, this event has received incredible support and assistance from the City of Susanville Public Works and Susanville Police Department, Lassen Superior Court, and the California Highway Patrol. We appreciate your consideration and support and welcome any questions you may have.

Sincerely,



Linda Powell

Reviewed by: D Interim City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution Number 18-5586 supporting the Lassen County Chamber of Commerce, "Magical Country Christmas Celebration" event on December 1, 2018.

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: The Lassen County Chamber of Commerce (LCCC) requests City Council support for the Annual Magical Country Christmas Celebration, which includes a lighted Christmas parade, tree lighting, and fireworks display. LCCC is requesting closure of Main Street (State Route 36) from Cottage Street to Weatherlow Street on Saturday, December 1, 2018, from 5:00 pm to 7:00 pm.

This event requires seven Public Works employees to set up, take down traffic control signs, and assist six Police Officers with traffic control.

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

FISCAL IMPACT:	Public Works Dept. Estimated Costs	\$1,700
	Fire Dept. Estimated Costs	\$1,520
	<u>Police Dept. Estimated Costs</u>	<u>\$1,250</u>
	TOTAL ESTIMATED COST	\$4,470

ACTION REQUESTED: Motion to approve Resolution Number 18-5586 authorizing a street closure in support of the Lassen County Chamber of Commerce, "Magical Country Christmas Celebration" event on December 1, 2018, 5:00 pm to 7:00 pm and authorizing the Acting Public Works Director to execute a Caltrans Encroachment Permit application for the closure of Main Street (State Route 36) for the event.

ATTACHMENTS: Resolution Number 18-5586
Letter of request submitted by Lassen County Chamber of Commerce

RESOLUTION NUMBER 18-5586

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING CLOSURE OF MAIN STREET (STATE ROUTE 36) FROM COTTAGE
STREET TO WEATHERLOW STREET ON SATURDAY, DECEMBER 1, 2018, FROM
5:00 PM TO 7:00 PM AND THE ACTING PUBLIC WORKS DIRECTOR TO EXECUTE
A CALTRANS ENCROACHMENT PERMIT FOR THE LASSEN COUNTY CHAMBER
OF COMMERCE ANNUAL MAGICAL COUNTRY CHRISTMAS CELEBRATION**

WHEREAS, Lassen County Chamber of Commerce (LCCC), has requested City Council support of their Annual Magical Country Christmas Celebration to be held on Saturday, December 1, 2018; and

WHEREAS, LCCC has requested authorization to close Main Street (State Route 36) from Pine Street to Weatherlow Street from 5:00 pm to 7:00 pm on the day of the event; and

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

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

1. The City of Susanville supports and approves the Lassen County Chamber of Commerce (LCCC) Annual Magical Country Christmas Celebration to be held on Saturday, December 1, 2018.
2. The City supports the closure of Main Street (State Route 36) from Cottage Street to Weatherlow Street from 5:00 pm to 7:00 pm on Saturday, December 1, 2018, for the event.
3. The City Council authorizes the Acting Public Works Director to execute a Caltrans Encroachment Permit Application for the closure of Main Street (State Route 36) for the event as required.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5586** was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of November 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney



PO Box 338 • 1516 Main Street • Susanville, CA 96130 • (530) 257-4323 • Fax: (530) 251-2561
www.lassencountychamber.org

September 26, 2018

Heidi Whitlock
City of Susanville
Assistant to City Administrator
66 North Lassen Street
Susanville, Ca. 96130

Dear Heidi,

The Lassen County Chamber of Commerce is requesting street closure of Main Street, from Pine Street to Weatherlow Street, from 5pm to 7pm, to hold the annual Magical Country Christmas Celebration Saturday, December 1, 2018 . The event will include the tree lighting, fireworks display, dance and music performances, and a lighted Christmas parade.

Please don't hesitate to contact me if you have any questions regarding any of the planned events. Thank you in advance for your help in securing the necessary permits to make this event possible. I really appreciate all your efforts.

Best Regards,

Patricia Hagata
Executive Director

LASSEN COUNTY CHAMBER OF COMMERCE
HISTORIC UPTOWN SUSANVILLE ASSOCIATION
COUNTY OF LASSEN AND THE CITY OF SUSANVILLE
PRESENT

Magical Country Christmas

DECEMBER 1ST, 2018

5:00-7:00PM



IN HISTORIC
UPTOWN
SUSANVILLE



TREE LIGHTING • FIREWORKS
LIVE ENTERTAINMENT
CHRISTMAS PARADE
Toys for Tots
COLLECTION!

FOR INFORMATION CALL 530.257.4323 OR LOG ON TO LASSENCOUNTYCHAMBER.ORG

Reviewed by: DN Interim City Administrator

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

Submitted By: Dan Newton, Interim City Administrator

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 18-5593** Amending Utility Service Agreement with Honey Lake Valley Recreation Authority

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: The Board of Directors of the Honey Lake Valley Recreation Authority (HLVRA) has requested that the City consider amending the Utility Services Agreement to address costs of geothermal heating.

Pursuant to the Utility Service Agreement, the City provides water, natural gas and geothermal to the pool facility. The Agreement was predicated on the monthly geothermal bill being determined based on pumping costs for the geothermal water. At the time the Agreement was prepared the pumping costs were estimated based on past experience with an additional amount added to address future utility increases. The monthly amount agreed to for geothermal was \$2,100 for the months of June through October. Actual pumping costs have been less and based on system demand when the pool is the only entity using the system, there may be an opportunity to reduce pumping costs further.

With the understanding of the varying nature of the monthly costs and the original intent of the Agreement, it would be feasible to amend the agreement to charge the HLVRA actual pumping costs for the geothermal water from approximately June 1 through approximately October 31 based on utility billings.

There are additional geothermal rate items for consideration. It has been several years since the geothermal rates have been modified and including the pool in the system has altered the normal operating practices for the system. In previous years, the geothermal system was shut down from June through October. Having the system operate year-round provides other users an opportunity to benefit from the heat provided earlier in the cold season than was customary and also to extend their use longer in the warm season than was customary.

Staff will need to analyze the utility rates to determine if any adjustments or modifications should be recommended to Council for approval. For the time being, amending the Agreement as proposed will provide fair compensation for the City and HLVRA per the original intent of the Agreement.

FISCAL IMPACT: Estimated reduction in revenue to geothermal budget as determined by the difference of the actual pumping cost and the current rate of \$2100.00

ACTION

REQUESTED: Motion to approve Resolution No. 18-5593, Amending Utility Service Agreement with Honey Lake Valley Recreation Authority

ATTACHMENTS: Resolution No. 18-5593
Amendment 1 to Utility Service Agreement
Utility Service Agreement

RESOLUTION NO. 18-5593

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE (CITY)
AUTHORIZING MAYOR TO SIGN AMENDMENT 1 TO UTILITY SERVICE
AGREEMENT WITH HONEY LAKE VALLEY RECREATION AUTHORITY (HLVRA)**

WHEREAS, the HLVRA and City have entered into a Utility Service Agreement for water service, natural gas service, and geothermal service; and

WHEREAS, the original intent of the Agreement was that the June through October geothermal service rates would be set based on costs to operate the geothermal pump; and

WHEREAS, the geothermal service rates were set at \$2,100 each month; and

WHEREAS, the costs to operate the geothermal pump are less than \$2,100 each month; and

WHEREAS, the HLVRA has requested the City consider modifying the Agreement; and

WHEREAS, the City intends to honor the original intent and set the geothermal service rates at the actual costs to operate the geothermal pump.

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

The Mayor is authorized to execute Amendment 1 to Utility Service Agreement with HLVRA.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-5593 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of November, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

AMENDMENT NO. 1 TO UTILITY SERVICE AGREEMENT BETWEEN CITY OF SUSANVILLE AND HONEY LAKE VALLEY RECREATION AUTHORITY FOR HONEY LAKE VALLEY COMMUNITY POOL

This Amendment No. 1 to the Utility Service Agreement, dated June, 20 ("Agreement"), between the Honey Lake Valley Recreation Authority ("HLVRA") and the City of Susanville ("City") is made and entered into this ___day of November, 2018.

RECITALS

WHEREAS, under the Agreement, the City provides water service, natural gas service, and geothermal service to the Honey Lake Valley Community Pool; and

WHEREAS, Agreement as it pertains to Geothermal Service Rates currently states:

Item 3, Paragraph 1: "Between the months of November through April AUTHORITY will pay geothermal rates at the Roosevelt Pool rate listed in CITY resolution 05-3914 (\$0.058 per square foot). Upon adoption of a revised geothermal rate structure by City Council the revised rate for the POOL will be effective. The square footage of the pool and the bathhouse will be included in the area served. As new structures are added to the facility they will be included in the square footage calculation, if structures are served by geothermal."

Item 3, Paragraph 2: "If geothermal system is utilized between the months of June through October, AUTHORITY will pay CITY \$2,100.00 per month for geothermal service."; and

WHEREAS, the HLVRA has requested City consider modifying Agreement as it pertains to Geothermal Service Rates so HLVRA will pay for actual pumping costs between the months of June through October; and

NOW THEREFORE, in consideration of the foregoing and the mutual promises hereinafter expressed, the parties mutually agree as follows:

1. Amendment to Item 3, Paragraph 1: "Between the months of November through **May** AUTHORITY will pay geothermal rates at the Roosevelt Pool rate listed in CITY resolution 05-3914 (\$0.058 per square foot). Upon adoption of a revised geothermal rate structure by City Council the revised rate for the POOL will be effective. The square footage of the pool and the bathhouse will be included in the area served. As new structures are added to the facility they will be included in the square footage calculation, if structures are served by geothermal."

2. Amendment to Item 3, Paragraph 2: "If geothermal system is utilized between the months of June through October, AUTHORITY will pay CITY **actual cost of electricity to power the geothermal pump, located on South Lassen Street in Susanville, California**, per month for geothermal service."

3. Remaining Terms Unaffected

Except as expressly provided herein, nothing in this Amendment No. 1 shall be deemed to waive or modify any of the other provisions of the Agreement or prior amendments. In the event of any conflict between this Amendment No. 1 and the Agreement, or any previous amendments, the terms of this Amendment No. 1 shall prevail.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as the date herein set forth.

Approved by HLVRA:

Brian Wilson, HLVRA President

Date: _____

Approved by City:

Kevin Stafford, Mayor

Date: _____

Approved as to Form:

Maggie Stern, HLVRA Legal Counsel

Date: _____

Approved as to Form:

Jessica Ryan, Susanville City Attorney

Date: _____

**UTILITY SERVICE AGREEMENT BETWEEN CITY OF SUSANVILLE
AND HONEY LAKE VALLEY RECREATION AUTHORITY FOR
HONEY LAKE VALLEY COMMUNITY POOL**

THIS AGREEMENT is made this 20th day of June, by and between the City of Susanville, a California municipal corporation, hereinafter referred to as "CITY", and Honey Lake Valley Recreation Authority hereinafter referred to as "AUTHORITY".

Recitals

WHEREAS, AUTHORITY has constructed the Honey Lake Valley Community Pool, hereinafter referred to as "POOL"; and

WHEREAS, POOL will utilize water, natural gas, geothermal, electric, and sewer utilities in its operation; and

WHEREAS, CITY operates a water, natural gas, and geothermal utility; and

WHEREAS, CITY is party to a Joint Powers Agreement with Lassen County, forming AUTHORITY, which includes the operation of the Honey Lake Valley Community Pool; and

WHEREAS, CITY is desirous of providing utility service to the Community Pool; and

WHEREAS, CITY has established separate rates for water, natural gas, and geothermal; and

WHEREAS, CITY operates water and natural gas utilities year-round, but has historically shut the geothermal system off between the months of June through October; and

WHEREAS, AUTHORITY is desirous of utilizing geothermal heat year-round making AUTHORITY the only geothermal customer using geothermal heat between the months of June through October;

NOW THEREFORE, CITY and AUTHORITY agree as follows:

1. Water Service: CITY will provide water to AUTHORITY at no cost to AUTHORITY. AUTHORITY will use water responsibly, install efficient indoor and outdoor water fixtures, and monitor water use.
2. Natural Gas Service: CITY will provide natural gas Service to AUTHORITY at "Raw Cost" as defined in the CITY'S natural gas rate setting resolution. This action is subject to the approval of a modified natural gas rate structure by CITY. AUTHORITY will sign a standard natural gas service contract as provided by CITY.
3. Geothermal Service: CITY will provide geothermal service to AUTHORITY.

Geothermal rates: Between the months of November through April AUTHORITY will pay geothermal rates at the Roosevelt Pool rate listed in CITY resolution 05-3914 (\$0.058 per square foot). Upon adoption of a revised geothermal rate structure by City Council the revised rate for the POOL will be effective. The square footage of the pool and the

bathhouse will be included in the area served. As new structures are added to the facility they will be included in the square footage calculation, if structures are served by geothermal.

If geothermal system is utilized between the months of June through October, AUTHORITY will pay CITY \$2,100.00 per month for geothermal service.

Rules: AUTHORITY shall obey all rules and regulations of CITY as set forth in the attached Exhibit "A", RULES & REGULATIONS FOR GEOTHERMAL SERVICE, and any amendment(s) thereto, provided that said amendment(s) must be mailed to AUTHORITY by regular mail fifteen (15) days before AUTHORITY will be subject thereto.

Place of Delivery. The geothermal heat shall be delivered to AUTHORITY at a point terminating on the CITY side of the valve box at AUTHORITY's property located at **800 SOUTH STREET** in the City of Susanville, California.

Backup System. AUTHORITY shall provide a backup heating system capable of providing service to its building in the event of any interruption in geothermal energy service. The AUTHORITY's backup system shall be capable of providing service in order to minimize potential damages in the event of a prolonged interruption in the supply of geothermal energy.

Billing and Payment. Bills will be rendered each month by CITY to AUTHORITY for geothermal heat delivered during the preceding month, and each such bill shall be payable to the CITY on or before the posted due date of each such billing.

Interruption of Service. CITY will endeavor to provide an uninterrupted supply of geothermal heat, but in case it shall be wholly or partially prevented from delivering geothermal heat to AUTHORITY, due to conditions beyond CITY's control, or to any force majeure, or in the event CITY deems it necessary to suspend delivery of geothermal heat for the purpose of inspecting or repairing its transmission and distribution system, its source of geothermal heat supply or other apparatus or to make repairs or alterations thereon or connections therewith, then CITY shall not be obligated to deliver geothermal heat to AUTHORITY during such period and shall not be liable for any damage or loss resulting from such interruption, prevention, suspension or failure. In the event the temperature of the geothermal heat delivered to AUTHORITY is less than 135°F, and/or sufficient quantity of heat is not available to meet peak demands, at AUTHORITY's option, AUTHORITY may terminate this Agreement, but shall not claim any loss or damage resulting from the termination of service. In the event service is interrupted for a period of twenty-four (24) hours or more, the monthly bill shall be reduced proportionately to reflect such interruption.

Injury to Persons or Property. CITY shall not be responsible for the distribution, transmission, control, use or application of geothermal heat beyond the point of its delivery to AUTHORITY, and shall not, in any event, be liable for damages or injury to persons or property arising, occurring or resulting in any manner from the receiving, use, application or distribution by AUTHORITY of geothermal heat.

Ingress and Egress. CITY shall, at all times during the continuance of this Agreement, have the right of ingress and egress at reasonable times and places to the premises of

AUTHORITY, for any purposes connected with the delivery, monitoring of, metering of, and/or distribution of geothermal heat hereunder, or the exercise of any rights secured to or the performance of any obligation imposed upon it by this Agreement.

Default. If default shall be made at any time by AUTHORITY in the payment of any sum of money due hereunder, or in the performance of any other term or condition of this Agreement, and if such default shall continue for a period of twenty (20) days, CITY shall have the right at its option, on fifteen (15) days written notice to AUTHORITY, to terminate this Agreement, or at its option, without terminating or in any way voiding this Agreement, to discontinue, suspend or withdraw the delivery, furnishing or supply of geothermal heat until such default has been completely remedied.

Modification of Agreement. No amendment, modification, alternation or enlargement of this Agreement shall be valid or binding unless reduced to writing and signed by both CITY and AUTHORITY.

General Provisions. Except to the extent specifically set forth in this Agreement, CITY does not warrant or guarantee heat delivered to AUTHORITY, nor assumes any liability, direct or implied, for corrosion, scaling or similar physical degradation of AUTHORITY's facilities or equipment utilized beyond place of delivery as set forth in Paragraph 2 hereof, by AUTHORITY.

Force Majeure. In the event either party is prevented from performing this Agreement by labor strikes, fires, floods, explosions, riots, severe weather conditions, acts of God, or other force majeure or extraordinary events beyond their control, the performance under this Agreement shall be suspended during the continuance of such acts which prevent performance.

Call Service. CITY shall exercise its best efforts to respond within twenty-four (24) hours to any call by AUTHORITY regarding any problem with service to AUTHORITY. The telephone number to which AUTHORITY shall report service problems is (530) 257-7236.

Term. This Agreement shall commence on upon execution by both parties and shall remain in effect until terminated by either party.

Termination. Either party may terminate this agreement for any reason on 90 days notice to the other party.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by its duly authorized officers on the day and year first above written.

CITY

AUTHORITY

City of Susanville

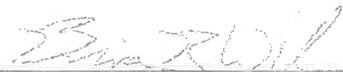
Honey Lake Valley Recreation AUTHORITY

By:



Kathie Garnier

By:



Brian Wilson

Title:

Mayor

Title:

President

EXHIBIT "A"

RULES AND REGULATIONS AND GEOTHERMAL SERVICE

1. These rules and regulations become a part of each and every GEOTHERMAL ENERGY CONNECTION AND SERVICE AGREEMENT (AGREEMENT) between the City of Susanville, a California municipal corporation (CITY) and user of geothermal water (USER) and may be changed at any time by the CITY upon due notice.
2. The privilege of the use of geothermal heat shall be conditioned upon a written and signed AGREEMENT.
3. No relocation of geothermal mains or taps will be made for any USER except upon agreement satisfactory to the CITY.
4. Changes or alterations in the USER's piping or fixtures are not permitted during the period of any AGREEMENT, except upon written approval of the CITY. The USER's system must conform to the requirements of the CITY at all times. Diagrams illustrating acceptable types of connection systems are attached for reference purposes.
5. Upon request of CITY, CITY provided flow meters must be installed on USER's inlet piping, and meters shall be located as to provide access for convenient inspection by representatives of CITY at reasonable hours.
6. No more than one building may be connected to anyone service connection without written consent of the CITY.
7. The CITY is not responsible for the efficiency of any system supplied with heat from its mains, even though the CITY grants the approval of its installation.
8. The CITY is not responsible for damage of any kind caused by the geothermal heated water or resulting from shut-off of water without notice. The CITY shall not be liable for its inability to deliver water for any reason whatsoever.
9. The USER shall design and install its system so as to achieve a 40°F temperature drop throughout the load range between the supply water and return water temperatures.
10. Seals installed on geothermal supply or return valves by the CITY must not be broken, tampered with or interfered with by anyone other than the CITY's employees or agents.
11. The USER must permit access of CITY's employees or agents to its premises at all reasonable hours for purposes of inspection.
12. No person other than an employee of the CITY shall be permitted to turn on or off the water at CITY's valve installed on USER's service line.
13. The CITY reserves the right to install any type of equipment or devices that it determines are necessary in the future including metering and measuring equipment within the USER's premises.
14. The use of a booster pump or any device which will affect the pressure in the main

supply lines of the CITY shall be approved by CITY prior to installation.

15. To control resources and control operating costs for our USERS, the well(s) will be turned off from June through October, unless temperatures dictate otherwise.

Reviewed by: DV Interim City Administrator

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: James M. Moore, Fire Chief**Action Date:** November 7, 2018**CITY COUNCIL AGENDA ITEM****SUBJECT:** **Resolution No. 18-5589** authorizing the Mayor to execute contract between Lassen Union High School District and the Susanville Fire Department for instruction services provided at Lassen High School.**PRESENTED BY:** James M. Moore, Fire Chief**SUMMARY:** In late 2016 Susanville Fire Department staff assisted Lassen High School staff with a grant for a CTE class titled Emergency Responder, the school was successful in obtaining the grant funds. Unfortunately the lead instructor assigned to the course left the school district prior to implementation of the program leaving a need for instruction in which Lassen Community College obliged for the first year. In early 2018 the Fire Chief was approached by the Lassen High School District with a proposition to provide instructors for the Emergency Responder course during the 2018/19 school year as there was a concern the program would fail without proper instruction. Fire Department and School District staff worked together to develop a contract that will reimburse the City for staff time allocated to instructing the Emergency Responder course.**FISCAL IMPACT:** Increase to Fire Department revenue budget for Fire Department Services in the amount of \$5,929**ACTION REQUESTED:** Motion to approve Resolution No. 18-5589, and authorize the Mayor to sign the contract with Lassen Union High School District to pay the Fire Department for services rendered.**ATTACHMENTS:** Resolution No. 18-5589
Lassen Union High School District Contract

RESOLUTION NUMBER 18-5589

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO EXECUTE CONTRACT BETWEEN LASSEN UNION
HIGH SCHOOL DISTRICT AND THE CITY OF SUSANVILLE FIRE DEPARTMENT
FOR INSTRUCTION SERVICES FOR FIRST RESPONDER CLASSES PROVIDED AT
LASSEN HIGH SCHOOL.**

WHEREAS, the Susanville Fire Department has assisted Lassen High School with a grant for emergency first responder classes; and

WHEREAS, the person identified to be the instructor at the High School left the district prior to implementation of the program; and

WHEREAS, Lassen High School has requested that the City Fire Department assist in providing instruction to students, so the program would remain viable; and

WHEREAS, City Fire Fighters are qualified to provide instruction in the areas requested, such as First Responder, Fire Science, CPR and First Aid, and others; and

WHEREAS, Lassen High School and Susanville Fire Department have drafted a Contract for City Council's consideration that provides scope and payment for services rendered by City Fire Department.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the Mayor is authorized to execute the Contract with Lassen Union High School District for Responder Classes.

BE IT FURTHER RESOLVED that the Finance Manager is authorized to amend the fire department revenue budget in the amount of \$5,929.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of November, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Contract for Services Rendered

This is a contract entered into by **Susanville Fire Department** (hereinafter referred to as "the Provider") and **Lassen Union High School District** (hereinafter referred to as "the Client") on this date, **August 1, 2018**. The Provider's place of business is **1505 Main Street, Susanville, CA 96130** and the Client's place of business is **1000 Main Street, Susanville, CA 96130**.

The Client hereby engages the Provider to provide services from August 20, 2018 to June 6th, 2019 described herein under "Scope and Manner of Services." The Provider hereby agrees to provide the Client with such services in exchange for consideration described herein under "Payment for Services Rendered."

Scope and Manner of Services

Services To Be Rendered By Provider:

1. Under the direct supervision of a credentialed teacher employed by the Client:, provide 121 days (1 hour per day) of training & instruction to the First Responder class
2. The Fire Science curriculum if successfully mastered will qualify a student to work as a volunteer fire fighter at Susanville Fire Department.
3. CPR and First Aid instruction will be provided.
4. Arrange for: EMS, Nursing, and Law Enforcement, those services to be paid through a separate contract.

Payment for Services Rendered

The Client shall pay the Provider for services rendered: 121 hours at \$49 per hour for a total of \$5,929. Contract amount will be made in 2 payments, the first of \$2964.50 in December, the second of \$2964.50 in June.

If services are ended by either party prior to the 121 days/1 hour per day, the total amount will be prorated for the actual amount of hours provided.

Applicable Law

This contract shall be governed by the laws of the County of Lassen in the State of California and any applicable Federal law.

Severability

If any provision of this Agreement is adjudicated by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement which can be given full force and effect without the invalid provision will continue in full force and effect and will in no way be impaired or invalidated, unless expressly stated otherwise in this Agreement.

Idemnification

Client agrees to idemnify Provider, its agents, directors, officers and employees for, and hold Provider and it's agents, directors, officers and employees harmless from, all liabilities, obligations, losses, damages, penalties, actions, judgments, suits, claims, costs, expenses, and disbursements of any kind (including, without limitation, reasonable fees and disbursements of counsel for provider) which may be imposed on, incurred by, or asserted against Provider or such other party at any time by reason of its performance of or in connection with this contract, or any of the transactions contemplated under this contract.

Signatures

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures:

Bill McCabe, Superintendent
Name of Client

Kevin Stafford, Mayor City of Susanville
Name of Provider/Agent

Signature of Client

Date

Signature of Provider/Agent

Date

Reviewed by: Dan Interim City Administrator

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

Submitted by: Rebecca Sanchez, Administrative Assistant

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 18-5590 authorizing execution of Letter of Agreement with NorCal EMS for Epi-Auto injector/ Epi-Safe Kit Project

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: On February 22, 2018, the Lassen County EMCC recommended and Nor-Cal EMS Board of Directors endorsed the recommendation that \$2000 be allocated to the Epi auto-injector for EMRs and Epi-safe kits for EMT-OS project in Lassen County. This program will train EMT's and EMR's throughout Lassen County how to administer EPI to a patient. The program is also funded to provide an initial EPI safe kit to any trained department or agency that desires. The Fire Chief has volunteered to implement the Epi-auto injector program. The Susanville Fire Department will provide the training and purchase Epi-Safe kits for the program.

FISCAL IMPACT: \$2,000 to implement the Epi Project to be reimbursed by NorCal EMS at 100 percent.

ACTION REQUESTED: Motion to approve Resolution No. 18-5590 authorizing execution of Letter of Agreement with NorCal EMS Epi-Auto injector/ Epi-Safe Kit Project.

ATTACHMENTS: Resolution No. 18-5590
NorCal EMS Epi Project Letter of Agreement.

RESOLUTION NUMBER 18-5590
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO EXECUTE AGREEMENT BETWEEN NOR-CAL EMS
AND THE CITY OF SUSANVILLE FIRE DEPARTMENT FOR INSTRUCTION,
TRAINING, AND CERTIFICATION SERVICES FOR EPI SAFE KIT PROJECT IN
LASSEN COUNTY, PROVIDED AT SUSANVILLE FIRE DEPARTMENT

WHEREAS, the Susanville Fire Department is a voting member of the Lassen County Emergency Medical Coordinating Committee; and

WHEREAS, at the last regular EMCC meeting it was recommended, and Nor Cal EMS Board endorsed the recommendation to allocate \$2,000 to the Epi safe kit project in Lassen County; and

WHEREAS, the Susanville Fire Chief has volunteered to implement the Epi safe kit program in Lassen County; and

WHEREAS, City Fire Fighters and Lassen College Nursing staff are qualified to instruct, certify and purchase Epi safe kits; and

WHEREAS, Nor Cal EMS and Susanville Fire Department have drafted an Agreement for City Council's consideration that provides scope, payment for services and products, and full reimbursement process for costs incurred by City Fire Department.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the Mayor is authorized to execute the Agreement with Nor Cal EMS for the Epi safe kit program in Lassen County.

BE IT FURTHER RESOLVED that the Finance Manager is authorized to increase revenues and expenses in the Fire Department Budget in the amount of \$2,000.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of November, 2018, by the following vote:

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

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



NORTHERN CALIFORNIA EMS, INC.

930 Executive Way, Suite 150, Redding, CA 96002-0635
Phone: (530) 229-3979 Fax: (530) 229-3984

October 25, 2018

James Moore, Chief
Susanville Fire Department
1505 Main St
Susanville, CA 96130

Dear Chief Moore,

This serves as a letter of agreement between Nor-Cal EMS and Susanville Fire Department for the Epi-Autoinjector for EMRs and Epi-Safe kits for Epi intramuscular injection for EMT-OS Project in Lassen County.

This arrangement has come about as a result of the assessment and collection of penalty payments made by SEMSA in Lassen County under the terms of the Exclusive Operating Area contract between Nor-Cal EMS and SEMSA.

The terms of that contract state: *Penalty monies shall be expended in a manner that benefits the Lassen County EMS system as determined in the sole discretion of Nor-Cal, based upon the recommendation of the Lassen County EMCC.*

The Lassen County EMCC recommended and the Nor-Cal EMS Board of Directors has endorsed the recommendation that \$2000 be allocated to the Epi-Autoinjector for EMRs and Epi-Safe kits for Epi intramuscular injection for EMT-OS Project in Lassen County. It is not expected that the project will purchase Epi-Autoinjectors but may include the purchase of Epi-Safe kits.

It is estimated that 85 individuals will receive instruction and be certified at an estimated per student cost of \$ 23.53.

It is estimated that 20 Epi-Safe kits will be purchased at an estimated cost of \$2000.

Instructor costs are estimated to be \$0.

Total costs for this project are not to exceed \$2000.

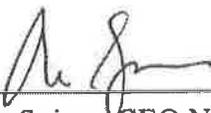
Upon completion of project Susanville Fire Department shall submit to Nor-Cal EMS a statistical summary of the services rendered, i.e. number of individuals receiving instruction and certification, number of individuals receiving instruction but not certification and whatever facts you believe are relevant.

Invoices may be submitted monthly. Invoices must contain backup such as copies of receipts for materials; Instructor name, wage and number of hours charged; Student names and any other program expenses. Invoices must be sent to:

Nor-Cal EMS
930 Executive Way, Suite 150
Redding, CA 96002

Severability: If any provision of this Agreement is adjudicated by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement which can be given full force and effect without the invalid provision will continue in full force and effect and will in no way be impaired or invalidated, unless expressly stated otherwise in this Agreement.

The project must be completed by May 31, 2019. Invoices must be received by Nor-Cal EMS no later than June 30, 2019.



Dan Spiess, CEO Nor-Cal EMS

Kevin Stafford, Mayor, City of Susanville

10/25/18

Date

Date

Reviewed by: D Interim City Administrator

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

Submitted by: Dale Moore, Gas Utilities Supervisor

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution Number 18-5591** authorizing the Mayor to execute an Agreement for Consulting Services between Energy Project Solutions LLC and the City of Susanville for the purpose of preparing a Transmission Integrity Management Plan for a segment of the City's Natural Gas System

PRESENTED BY: Daniel Gibbs, Acting Public Works Director

SUMMARY: In June of 2018, the City of Susanville received notification from the Office of Pipeline Safety for the Pipeline and Hazardous Materials Safety Administration, U.S. Department of Transportation (PHMSA) to take action on several violations. The violations are based on PHMSA's interpretation of the Code of Federal Regulations (CFR) that a ten (10) mile segment of City Natural Gas Pipeline is a transmission line. The City had appealed the violations based on the City's position that the pipeline segment is a distribution line. A transmission pipeline requires additional management and reporting efforts more than required for a distribution pipeline. The violations noticed by PHMSA pertain to the City not meeting the mandates for a transmission pipeline per the CFR.

PHMSA Compliance Order No. 5-2016-0004 (attached) identifies a requirement to comply with 49 C.F.R. § 192.907 and 192.911 where "*an operator of a covered pipeline segment must develop and follow a written integrity management program and contains all the elements described....and addresses the risks on each covered transmission pipeline segment*". The City has been provided its due process with PHMSA and has received a Final Order. To avoid enforcement action, staff recommends the City proceed with developing a Transmission Integrity Management Plan (TIMP). The TIMP process will identify the additional work and cost associated with maintaining a transmission line and until the plan is completed, we will not know exactly what will be required. The City has not yet conceded that the line is a transmission line; however, PHMSA has made its position on the matter clear.

Public Works Natural Gas Division reached out to consultants whom specialize in the preparation and successful adoption of integrity management plans. Quotes were requested from these companies to prepare a TIMP. Two companies have responded to the request and submitted quotes. Energy Project Solutions LLC was deemed to be the lowest responsible bidder. All bids received are attached for Council's review and consideration. The result of these bids are as follows:

CONTRACTOR

1. Energy Project Solutions, Bakersfield, CA
2. Veriforce, LLC, The Woodlands, TX
3. Integrity Plus, Collins CO

TOTAL

\$ 12,585.00
\$ 21,800.00
No Response

It should be noted here that the TIMP plan was initially required to be completed within 180 days of the June 1, 2018 violation notice or prior to November 28, 2018. Considerable time was spent researching and pursuing available consultants and awaiting responses during the time between the compliance order and now. The Public Works Department made a formal request for an extension to the entire compliance order on June 18, 2018.

Staff has contacted PHMSA regarding the TIMP specifically and is pursuing clarification on whether having a consultant under contract prior to that date keeps the City in compliance. No response has been provided to either request as of the preparation date of this staff report. Regardless, staff will pursue completion of the plan and maintain ongoing correspondence with PHMSA and their staff assigned to the City as our liaison.

FISCAL IMPACT: Estimated cost for preparation of the TIMP plan leak survey \$ 12,585.00. Costs will be paid from Public Works Natural Gas Operations budget.

ACTION REQUESTED: Motion to approve Resolution No.18-5591 authorizing Mayor to execute Agreement with Energy Project Solutions LLC to prepare a Transmission Integrity Management Plan for the City of Susanville's Natural Gas System; and authorizing the Finance Manager to amend the budget to accommodate the expense.

ATTACHMENTS: Resolution 18-5591
Agreement for Consulting Services
Compliance Order 5-2016-0004

RESOLUTION NO. 18-5591

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE (CITY) AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR CONSULTING SERVICES WITH ENERGY PROJECT SOLUTIONS LLC FOR THE PURPOSE OF PREPARING A NATURAL GAS SYSTEM TRANSMISSION INTEGRITY MANAGEMENT PLAN AND AUTHORIZING THE FINANCE MANAGER TO AMEND THE BUDGET TO ACCOMODATE THE EXPENSE

WHEREAS, The Office of Pipeline Safety for the Pipeline and Hazardous Materials Safety Administration (PHMSA), U.S. Department of Transportation per Compliance Order No. 5-2016-0004 has issued a Final Order indicating that a ten (10) mile segment of the City's natural gas system from Chappius Lane to Susanville is a transmission line; and

WHEREAS, the City is required to prepare a Transmission Integrity Management Plan (TIMP) in accordance with 49 CFR 192.907 and 192.911; and

WHEREAS, the City of Susanville, Public Works Department has approached several consultants that specialize in the preparation and submittal of Integrity Management Plans intended to keep providers of natural gas systems to remain in compliance with all applicable Codes of Federal Regulations (CFR) as required by PHMSA; and

WHEREAS, the City of Susanville, Public Works Department found that the lowest responsible bidder has been determined to be Energy Project Solutions LLC of Bakersfield, CA with a Not To Exceed Fee of \$12,585.00; and

WHEREAS, sufficient funding is available and will be provided through the City of Susanville, Public Works Department Natural Gas Budget.

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

1. The Mayor is authorized to execute an agreement for professional consulting services with Energy Project Solutions LLC of Bakersfield, CA in an amount not to exceed \$12,585.00 for the purpose of preparing a natural gas system TIMP.
2. The Finance Manager is authorized to amend the budget to accommodate the expense.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-5591 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of November, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

CONSULTING SERVICES AGREEMENT

Energy Project Solutions LLC and City of Susanville

This Agreement is made and entered into on November ____, 2018, by and between the City of Susanville, a California municipality, with its principal office located in Susanville, California (hereinafter sometimes called the "Agency"), and , Energy Project Solutions LLC ("EPS"), a California corporation, with its principal office located in Bakersfield, California (hereinafter sometimes called the "Consultant").

RECITALS

A. The Consultant has certain special skills, knowledge, education, expertise, experience and training which are further described below in this Agreement; and

B. Neither the Consultant nor the Agency desire that the Consultant should be an employee of the Agency; and

C. The Agency by the nature of its business requires the consultant services of an independent contractor who has certain skills and knowledge relating to oil and gas exploration and producing operations and activities.

NOW, THEREFORE, the Consultant and the Agency, in consideration of the mutual promises, covenants and agreements contained in this Agreement, hereby covenant, agree and contract as follows:

AGREEMENT

Section 1. Incorporation of Recitals. Each of the foregoing recitals is incorporated herein by reference as if fully set forth at length, deemed to be the agreement of the parties, and relied upon by the parties in agreeing to the conditions, covenants, provisions and terms of this Agreement.

Section 2. Independent Contractor Services.

(a) Consultant hereby warrants and represents to the Agency that Consultant has special skills, knowledge, education, expertise and training to fulfill the requirements of the Agency as stated above. Consultant further warrants and represents to the Agency that Consultant is qualified to perform such consulting services in such field requested by the Agency with respect to the Agency's business, on the terms and conditions provided in this Agreement.

(b) Consultant agrees to perform and provide engineering, permitting, compliance, and project management consulting services for Agency.

(c) Consultant shall not transact any business of any kind on the Agency's behalf with other persons, firms or entities with whom Consultant is related by blood or marriage or with whom Consultant has a business relationship of any kind or nature, without first making full disclosure of the relationship to the Manager of the Agency and obtaining the President's prior written consent. As used in this paragraph, "business relationship" means Consultant, or any of Consultant's relatives by blood, marriage or adoption, own any interest or have any financial interest

in the firm or entity or Consultant does business with such firm or entity on behalf of Consultant's other principals or employers.

(d) In providing the services, Consultant shall generally promote the image, reputation and goodwill that Agency enjoys.

(e) Consultant shall undertake and perform such tasks and other specific projects as assigned or requested by the Agency's Manager.

(f) Consultant shall not delegate or assign any of Consultant's duties under this Agreement to any other person without the prior express written consent of the Agency.

Section 3. Consultant Compensation. In consideration of Consultant's performance of such services as described above, the Agency shall pay the Consultant a fee as set forth in Appendix A during the term of this Agreement for work approved in advance, completed and invoiced. At all times during Agency's ordinary business hours the Agency shall have the right to review the Consultant's work and services provided to the Agency, including the amount of time Consultant spends providing such work and services to the Agency, in order to determine whether the monthly fee specified above should be adjusted prospectively. Consultant shall keep the terms and provisions of this Agreement confidential and shall not discuss with or disclose to other Agency consultants or employees the amount of Consultant's fee or any other term or provision of this Agreement, except to the extent such discussion or disclosure is made with or to Consultant's Agency supervisor on a business need-to-know basis or as otherwise authorized by the Agency.

Section 4. Reasonable Expense Reimbursement. The Consultant shall be responsible for paying all of Consultant's costs, fees and expenses in connection with providing consulting services for the Agency in accordance with this Agreement, except that (subject to the Agency's prior review and approval) the Agency shall reimburse Consultant for Consultant's actual and reasonable out-of-pocket expenditures made in the course of Consultant's rendition of services to Agency under the terms of this Agreement including travel (meaning actual air, train, bus, taxicab and rental automobile expenses), meals and lodging for Consultant only, so long as Consultant submits a complete, accurate and detailed expense report to the Agency for review and approval no later than forty-five (45) calendar days after such expense is incurred and paid by Consultant. The Agency reserves the right to review all such expenses for reasonableness and relationship to the Consultant's services and activities and may in its discretion either approve or disapprove such expenses for reimbursement.

Section 5. Performance of Services.

(a) **Standards of Performance.** Consultant agrees and promises to well and faithfully and to the best of Consultant's ability perform and render such services to the Agency commensurate with at least the same or greater level of care, skill, expertise and proficiency as other persons in the oil and gas industry with substantially similar education and experience as Consultant. At a minimum, all services shall be provided in accordance with good and prudent oil and gas industry standards and practices.

Section 6. Independent Contractor. The Consultant is and shall remain during the entire term of this Agreement an independent contractor of the Agency and is not and shall not be considered an employee for any purpose whatsoever. The Consultant shall have the right to control

the progress of Consultant's work in performing the consulting services for the Agency except as to the final results of the tasks assigned or requested by the Agency.

Section 7. Term of Agreement. This Agreement shall become effective on the date first written above and shall continue in full force and effect for a period of one (1) year, subject to earlier termination as provided for hereinbelow. The term of this Agreement may be extended for additional periods of time upon the mutual written agreement of Agency and Consultant. Either party, Agency or Consultant, may terminate this Agreement in the event the other party is in material breach or default of an obligation imposed on that party under this Agreement by giving thirty (30) calendar days advance written notice to the defaulting party. Notwithstanding any other provision of this Agreement, this Agreement shall automatically and immediately terminate prior to the expiration of the original term or extended term herein specified upon the death or total incapacity of the Consultant

Section 8. Authority. The Consultant shall have no authority whatsoever to make any agreements or incur any obligations or liabilities whatsoever on behalf of the Agency, except to the extent specifically agreed upon in writing by the Agency.

Section 9. Costs. The Consultant shall be solely and exclusively responsible for paying all of Consultant's costs, fees, expenses (except as specifically provided otherwise in Section 4 of this Agreement), income and all other taxes and health, life, dental and all other insurance policies and benefits in connection with providing consulting services for the Agency in accordance with this Agreement. In the event Consultant uses any motor vehicle owned or rented by Consultant in performing Consultant's services for the Agency, Consultant shall ensure that appropriate automobile liability insurance protection is in effect for such motor vehicle at Consultant's sole and exclusive cost and expense.

Section 10. Benefits. It is agreed and understood by the Consultant and the Agency that the Agency is not obligated to provide worker's compensation coverage or any other kind of insurance for the benefit of the Consultant, Consultant's employees, or Consultant's or such employees' respective family members, heirs, successors or assigns. Consultant hereby waives any claim Consultant may have or may hereafter acquire against the Agency for worker's compensation coverage. In the event, however, that the Agency should for any reason choose to provide worker's compensation or any other kind of insurance coverage for the benefit of the Consultant, such decision of the Agency to do so will in no way alter or affect the terms or conditions hereof or the independent contractor relationship between the parties. The Consultant also understands and agrees that Consultant shall be responsible for Consultant's own taxes and the Agency shall not withhold from any payments to Consultant any amount for state or federal income taxes, social security, F.I.C.A. or any other payroll or employee withholdings. It is also agreed and understood by the Consultant and the Agency that Consultant shall be solely responsible for obtaining and paying for any health, life, dental and all other insurance policies and benefits that may be desired by Consultant during the term of this Agreement.

Section 11. Assignment. This Agreement may not be assigned by either party hereto without the prior written consent of the other party to this Agreement, provided, however, that Agency may, without such consent of Consultant, assign this Agreement to an affiliate of the Agency or to a purchaser of all or substantially all of the assets of Agency.

Section 12. Governing Law. This Agreement is entered into in Kern County, California, where venue shall lie and this Agreement shall be governed by the laws of the State of California.

Section 13. Successors and Assigns. This Agreement shall bind and inure to the benefit of the parties hereto, their respective successors, heirs, executors, administrators and assigns; provided, however, the language of this Section shall not alter the language of Section 10 of this Agreement.

Section 14. Notices. Any notices or other communications required or permitted to be given under this Agreement shall be written, and may be given by personal delivery, Federal Express or equivalent courier, or by registered or certified mail, first-class postage prepaid, return receipt requested. Notice shall be deemed given upon actual receipt in the case of personal delivery, or three days after being deposited in the U.S. Mail. Notices shall be addressed as follows, but each party may change his, her or its address by written notice in accordance with this Section:

If to Consultant: Energy Project Solutions LLC
4700 Stockdale Hwy., Suite 110
Bakersfield, CA 93309
661-809-4956
Att: Michael Finch, Manager

If to Agency: City of Susanville
720 South Street
Susanville CA 96130
530-257-1000

Section 15. Attorney Fees. In any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party shall be awarded reasonable attorney fees, together with any costs and expenses, to resolve the dispute and to enforce the final judgment.

Section 16. Amendment and Modification. This Agreement may be supplemented, amended, or modified only by the mutual written agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by both the Consultant and the Agency.

Section 17. Entire Agreement. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement.

THIS AGREEMENT has been executed on the day and year first written above in duplicate originals.

CONSULTANT

Energy Project Solutions LLC

By: _____
Michael Finch, Manager

COMPANY

City of Susanville

By: _____
Kevin Stafford, Mayor

Appendix A

DOT Pipelines IMP Plan:

Description of Product:	Plan Rate:
IMP Manual	\$8,500
Onsite IMP Review and Records (8-hour day)	\$1,000
Hotel	\$400
Travel (2 days)	\$2,000
Mileage (491 miles x 2 x 0.545)	\$535
Meals	\$150
Total	\$12,585

General Services:

Description of Service:	Standard Rate:
Project Permitting, Environmental & Safety Consulting	\$125/hr
Agency Audits	\$150/hr
Business Travel Mileage or Cost of Rental Car and Gasoline	\$0.545/mile (IRS current rate)
Business Lodging	per diem at IRS published rates, or cost of motel
Business Meals	\$50/day
Office Supplies & Misc. Materials	At cost plus 15%
Oversight and management of sub-contractors	Cost plus 15%

U.S. DEPARTMENT OF TRANSPORTATION
PIPELINE AND HAZARDOUS MATERIALS SAFETY ADMINISTRATION
OFFICE OF PIPELINE SAFETY
WASHINGTON, D.C. 20590

In the Matter of)
)
)

City of Susanville,)
a municipal corporation,)
)

Respondent.)
_____)

CPF No. 5-2016-0004

FINAL ORDER

On December 15-17, 2015, pursuant to 49 U.S.C. § 60117, representatives of the Pipeline and Hazardous Materials Safety Administration (PHMSA), Office of Pipeline Safety (OPS), conducted an on-site pipeline safety inspection of the facilities and records of the City of Susanville (Susanville or Respondent) in Susanville, California. Susanville operates a 6-inch diameter gas pipeline approximately 10 miles in length along with the city's gas distribution system.¹

As a result of the inspection, the Director, Western Region, OPS (Director), issued to Respondent, by letter dated June 7, 2016, a Notice of Probable Violation and Proposed Compliance Order (Notice), which also included a warning pursuant to 49 C.F.R. § 190.205. In accordance with 49 C.F.R. § 190.207, the Notice proposed finding that the City of Susanville had committed eight violations of 49 C.F.R. Part 192 and proposed ordering Respondent to take certain measures to correct four of the alleged violations. The warning items required no further action, but warned Respondent to correct the alleged violations or face possible enforcement action.²

Susanville responded to the Notice by letter dated July 12, 2016, as supplemented by letter dated December 29, 2016 (Response). Susanville contested the allegations on legal grounds and requested a hearing. A hearing was subsequently held on January 11, 2017 in Lakewood, Colorado, with an attorney from the Office of Chief Counsel, PHMSA, presiding. After the hearing, Respondent provided a post-hearing submission for the record, by letter dated February 21, 2017 (Closing).

¹ Pipeline Safety Violation Report (Violation Report), (May 15, 2015) (on file with PHMSA), at 1.

² OPS simultaneously issued a Notice of Amendment (NOA) proposing to require Susanville to amend certain of its written operating and maintenance procedures (CPF No. 5-2016-0005M). An Order Directing Amendment for that proceeding is being issued simultaneously with this Final Order.

CLASSIFICATION OF RESPONDENT'S PIPELINE

Susanville operates a 6-inch diameter pipeline that transports natural gas approximately 10 miles from the Tuscarora Gas Transmission Company (Tuscarora) custody transfer point (at corner of Chappius Lane and Lassen County Road A27) to the City Gate station (corner of A27 and San Francisco Street). The pipeline is constructed of grade X42 steel pipe with a 0.212-inch wall thickness. It has an established maximum allowable operating pressure (MAOP) of 1000 psi and normally operates at approximately 350 psi. The line serves a power plant and a state correctional facility upstream of the City Gate.

The alleged violations in the Notice are based on a determination by OPS that the subject pipeline was a transmission pipeline subject to the Part 192 requirements for transmission pipelines. At the hearing, OPS explained that it had informed Susanville during inspections conducted in the 2011-2012 period that the line was a transmission line. On March 12, 2015, Susanville also received a written interpretation from PHMSA pursuant to its request under § 190.11 determining that the subject pipeline was a transmission line.³

In its Response and at the hearing, Susanville contested the Notice, contending that the pipeline is not a transmission line, but rather is a distribution main line. The parties agree that all of the alleged violations in the Notice rest on this single issue: whether the subject pipeline is a distribution line or a transmission line.

Analysis

The terms Distribution line and Transmission line are defined in 49 C.F.R. § 192.3 as follows:

Distribution line means a pipeline other than a gathering or transmission line.

Transmission line means a pipeline, other than a gathering line, that: (1) Transports gas from a gathering line or storage facility to a distribution center, storage facility, or large volume customer that is not down-stream from a distribution center; (2) operates at a hoop stress of 20 percent or more of SMYS; or (3) transports gas within a storage field.

Note: A large volume customer may receive similar volumes of gas as a distribution center, and includes factories, power plants, and institutional users of gas.

A pipeline meets the regulatory definition of a transmission line if it meets any one of the three prongs set forth in the definition. OPS contended that the pipeline was a transmission line because it met two of the three prongs. OPS stated that the pipeline met the first prong in that it transported gas to a large volume customer that is not down-stream from a distribution center, and met the second prong in that it operates at a hoop stress of 20 percent or more of specified minimum yield strength (SMYS). Susanville disagreed with OPS and argued that neither of the

³ PHMSA Interp. No. 13-0010 (Mar. 12, 2015).

two prongs OPS pointed to were met. In making my determination, I will apply these two prongs of the definition to Susanville's pipeline separately.

First Prong. The first prong involves a determination on whether the pipeline transports gas to a large volume customer that is not down-stream from a distribution center.

The line serves a power plant and a state correctional facility upstream of the City Gate. It is well settled that lateral pipelines that extend from another transmission line to a large volume customer or distribution center such as a town gate station are transmission lines.⁴ The transmission line definition explicitly states that large volume customers include power plants and institutional users of gas.⁵ Respondent further argued that it does not consider the power plant and correctional facility as customers because they do not purchase gas from the City of Susanville. Although Respondent does not sell gas to its large volume customers, it sells a service to them. Specifically, Respondent is paid to transport gas from the Tuscarora Pipeline to the prison and power plant. Therefore, the prison and the power plant are customers of the City of Susanville.⁶

Susanville also argued that the power plant and the correctional facility were downstream of a "distribution center" which, if correct, would negate a transmission line designation under this prong of the definition. Section 192.3 does not contain a definition of a distribution center, but the term is generally understood to mean the point where an incoming gas pipeline branches into a lower pressure network of distribution lines that provide gas service to customers.⁷ Respondent further argued that it believed its position was supported by a Notice of Proposed Rulemaking (NPRM) issued by PHMSA in 2016 that proposed adding a definition of distribution center to § 192.3.⁸ This NPRM proposed defining a distribution center as a location where "gas volumes are either metered or have pressure or volume reductions prior to delivery to customers." However, this proposed definition appears to refer to typical gas utility customers such as homes and businesses because it did not use the term large volume customers. The proposition that the word "customers" in this proposed definition of "distribution center" should include large volume customers would be inconsistent with the longstanding regulatory definition of "transmission line" which expressly includes lines serving large volume customers. In any event this NPRM has not become a final rule. In this instance, the location where a network of distribution lines that serves as the distribution center delivering gas service to

⁴ See, e.g., *Southern Star Central Gas Pipeline, Inc.*, Final Order, CPF No. 3-2008-1005 (Oct. 21, 2011).

⁵ In a prior PHMSA Letter of Interpretation, the agency stated that ". . . the maintenance and operating requirements for a pipeline supplying a power plant are consistent with other transmission pipelines, not service lines in a distribution system. PHMSA Interpretation No. 09-0022 (Mar. 8, 2010).

⁶ During the hearing, Respondent also noted that the definition of transmission line uses the singular term "large volume customer," while its line serves two large volume customers. However, the rules of regulatory construction at § 192.15(b)(1) state that "in this part, words importing the singular include the plural."

⁷ Letter from Edward J. Ondak, Director, Office of Pipeline Safety, to David Sinclair, Vice President of Operations, Enstar Natural Gas Company, CPF No. 58014W, 1998 WL 35166442 (Aug. 21, 1998).

⁸ *Pipeline Safety: Safety of Gas Transmission and Gathering Lines*, (81 Fed. Reg. 20807). This NPRM has not become a final rule.

customers is the Susanville City Gate station at the downstream end of the 10-mile segment. Therefore, Respondent's pipeline serves two large volume customers that are not downstream from a distribution center and the first prong is met.

Second Prong. The second prong involves a determination on whether the pipeline operates at a hoop stress of 20 percent or more of SMYS. The formula used to calculate hoop stress in the wall of a pipeline is as follows:

$$S = PD/2t$$

where: S = hoop stress, psi

P = internal pressure, psi

D = diameter, in.

t = wall thickness, in.⁹

OPS stated that the hoop stress of Respondent's 10 mile, 6-inch steel pipeline segment is calculated as follows:

$$S = (1000 \times 6.625)/2(0.219) = 15,125.57$$

This number is then divided by SMYS (42,000) and turned into a percentage as follows:

$$15,125.57 / 42,000 = 0.36 \times 100 = 36\%$$

OPS stated that the internal pressure of the pipe (P variable) is the established MAOP of the line, which in this case is 1000 psi. Because the line can operate up to a pressure of 1000 psi, OPS stated that this is the number that must be used to calculate the hoop stress of the line.¹⁰

Respondent, however, argued that MAOP need not be used to calculate the hoop stress of the line. Rather, it believes that it should be allowed to use the pressure actually being experienced in the line for this calculation. Respondent stated that the line is normally operated at approximately 350 psi, and that a pilot regulator caps pressure at 450 psi. Respondent stated that the pipeline can never operate above 20 percent SMYS because the system is currently configured only to physically operate at 450 psi which corresponds to 16.2 percent SMYS. Respondent argued that its position was supported by the above referenced NPRM issued by PHMSA in 2016 since it proposed a modification to the § 192.3 definition of the term "Transmission line" to expressly include the term MAOP in the language of this prong as opposed to "operates at..."

I find Respondent's argument unpersuasive and conclude that it would be unworkable in practice. As OPS noted, the MAOP of a pipeline and the percent SMYS calculation are linked in Part 192. Pipeline components such as pilot regulators and pressure regulators are designed and evaluated to a design standard in accordance with § 192.619(a)(1). In this instance, the

⁹ This formula is reflected in the design formula regulations at § 192.105.

¹⁰ Region Recommendation, at 3.

components installed at the Chapious Lane receipt point are all designed to ANSI 600 class, including the pilot regulator. The design pressure of ANSI 600 components is 1440 psi. The spring inside the pilot regulator limiting the downstream pressure to 450 psi does not affect the component design pressure of 1440 psi or its ANSI 600 rating. The spring can be changed at the discretion of the operator to change the actual pressure without changing the MAOP of the pipeline. These springs are used in pilot regulators of all applicable ANSI classes. Therefore, although the pilot regulator may limit the pressure of the line, this does not affect the MAOP.¹¹

Prior PHMSA pipeline enforcement proceedings and interpretations make it clear that the established MAOP, not the current actual operating pressure, is used for regulatory classification purposes.¹² For example, PHMSA issued an Interpretation Letter stating that a pipeline that delivered gas to a large volume customer qualified as a transmission line despite the fact that the pipeline actually operated at less than 20% of SMYS.¹³ If actual operating pressure could be used, there would be nothing stopping an operator from easily configuring its line to raise the pressure as high as the established MAOP at times and lower it at other times causing uncertainty in the classification and affecting the applicability of various maintenance requirements. Thus, for purposes of classification as a line that operates above or below 20 percent SMYS, operators must use the established MAOP for the pipeline when determining the hoop stress. If an operator wants to de-rate or lower its MAOP for whatever reason, it would need to be done in a permanent manner reflected in its written procedures and design plans.

With regard to Respondent's argument that its position was supported by the NPRM issued by PHMSA in 2016, the preamble reveals that the impetus for proposing a change to the Transmission line definition was to address the demarcation between transmission and gathering lines, not between transmission and distribution lines.¹⁴ While the NPRM was silent on the reason for this particular proposed change to this prong (*i.e.*, replacing "operates at..." with the term MAOP), if anything the absence of discussion implies that this was a clarification to existing policy and practice as opposed to being needed to drive a significant change in behavior. Therefore, Respondent's pipeline operates at a hoop stress above 20 percent SMYS for purposes of classification and the second prong in the definition of transmission line is met.

In sum, the subject pipeline is a transmission line because although it need only fall under one prong of the definition to be classified as a transmission line, it falls under the first and second prongs of the definition of "Transmission line" in 49 C.F.R. §192.3. Based on the foregoing, I find that OPS established that the 10-mile pipeline is a transmission line.

¹¹ Region Recommendation, at 3-4.

¹² See, e.g., *Breitbart Energy Partners, LP*, Final Order, CPF No. 5-2009-0008 (Apr. 2, 2012).

¹³ PHMSA Interp. No. 01-0102 (Feb. 15, 2001).

¹⁴ *Pipeline Safety: Safety of Gas Transmission and Gathering Lines*, (81 Fed. Reg. 20807). This NPRM has not become a final rule.

FINDINGS OF VIOLATION

Item 1: The Notice alleged that Respondent violated 49 C.F.R. § 191.17(a), which states:

§ 191.17 Transmission systems; gathering systems; liquefied natural gas facilities; and underground natural gas storage facilities: Annual report.

(a) Transmission or Gathering. Each operator of a transmission or a gathering pipeline system must submit an annual report for that system on DOT Form PHMSA 7100.2.1. This report must be submitted each year, not later than March 15, for the preceding calendar year, except that for the 2010 reporting year the report must be submitted by June 15, 2011.

The Notice alleged that Respondent violated 49 C.F.R. § 191.17(a) by failing to submit an annual report for a transmission pipeline system. Specifically, the Notice alleged that Susanville failed to submit the annual report by March 15, 2014.

In its Response and at the hearing, Susanville acknowledged that if the pipeline is determined to be a transmission line, the facts as alleged establish a violation.

Accordingly, after considering all of the evidence and the legal issues presented, I find that Respondent violated 49 C.F.R. § 191.17(a) by failing to submit an annual report for a transmission pipeline system.

Item 2: The Notice alleged that Respondent violated 49 C.F.R. § 192.907(a), which states:

§ 192.907 What must an operator do to implement this subpart?

(a) *General.* No later than December 17, 2004, an operator of a covered pipeline segment must develop and follow a written integrity management program that contains all the elements described in §192.911 and that addresses the risks on each covered transmission pipeline segment. The initial integrity management program must consist, at a minimum, of a framework that describes the process for implementing each program element, how relevant decisions will be made and by whom, a time line for completing the work to implement the program element, and how information gained from experience will be continuously incorporated into the program. The framework will evolve into a more detailed and comprehensive program. An operator must make continual improvements to the program.

The Notice alleged that Respondent violated 49 C.F.R. § 192.907(a) by failing to develop and follow a written integrity management program for a transmission pipeline. Specifically, the Notice alleged that Susanville did not have a written integrity management program that contained the elements described in § 192.911.

In its Response and at the hearing, Susanville acknowledged that if the pipeline is determined to be a transmission line, the facts as alleged establish a violation.

Accordingly, after considering all of the evidence and the legal issues presented, I find that Respondent violated 49 C.F.R. § 192.907(a) by failing to develop and follow a written integrity management program for a transmission pipeline.

Item 3: The Notice alleged that Respondent violated 49 C.F.R. § 192.611(d), which states:

§ 192.611 Change in class location: Confirmation or revision of maximum allowable operating pressure.

(a) ...

(d) Confirmation or revision of the maximum allowable operating pressure that is required as a result of a study under § 192.609 must be completed within 24 months of the change in class location. Pressure reduction under paragraph (a) (1) or (2) of this section within the 24-month period does not preclude establishing a maximum allowable operating pressure under paragraph (a)(3) of this section at a later date.

The Notice alleged that Respondent violated 49 C.F.R. § 192.611(d) by failing to have written procedures for timely confirmation or revision of maximum allowable operating pressure (MAOP) that is required as a result of a study under § 192.609. Specifically, the Notice alleged that section B-14 of Susanville's written procedures did not provide for the confirmation or revision of MAOP within 24 months of a class location change.

In its Response and at the hearing, Susanville acknowledged that if the pipeline is determined to be a transmission line, the facts as alleged establish a violation.

Accordingly, after considering all of the evidence and the legal issues presented, I find that Respondent violated 49 C.F.R. § 192.611(d) by failing to have written procedures for timely confirmation or revision of MAOP that is required as a result of a study under § 192.609.

Item 4: The Notice alleged that Respondent violated 49 C.F.R. § 192.805, which states:

§ 192.805 Qualification program.

Each operator shall have and follow a written qualification program.

The Notice alleged that Respondent violated 49 C.F.R. § 192.805 by failing to follow its written qualification program. Specifically, the Notice alleged that following the termination of a contract with a third party Operator Qualification (OQ) vendor, Susanville no longer had OQ training and evaluation materials, covered task list documentation, reevaluation interval information for use by its in-house staff. Respondent did not contest this allegation of violation. Accordingly, after considering all of the evidence, I find that Respondent violated 49 C.F.R. § 192.805 by failing to follow its written qualification program.

These findings of violation will be considered prior offenses in any subsequent enforcement action taken against Respondent.

COMPLIANCE ORDER

The Notice proposed a compliance order with respect to Items 1, 2, 3, and 4 in the Notice for violations of 49 C.F.R. §§ 191.17(a), 192.907(a), 192.611(d), and 192.805, respectively. Under 49 U.S.C. § 60118(a), each person who engages in the transportation of gas or who owns or operates a pipeline facility is required to comply with the applicable safety standards established under chapter 601.

Pursuant to the authority of 49 U.S.C. § 60118(b) and 49 C.F.R. § 190.217, Respondent is ordered to take the following actions to ensure compliance with the pipeline safety regulations applicable to its operations:

1. With respect to the violation of § 191.17(a) (**Item 1**), Respondent must file annual reports for 2014, 2015, and 2016 within 90 days of receipt of this order.
2. With respect to the violation of § 192.907(a) (**Item 2**), Respondent must develop and implement a written integrity management program for its transmission pipeline within 180 days following receipt of this order.
3. With respect to the violation of § 192.611(d) (**Item 3**), Respondent must revise its written procedures to include procedures for timely confirmation or revision of MAOP that is required as a result of a study under § 192.609 within 180 days following receipt of this order.
4. With respect to the violation of § 192.805 (**Item 4**), Respondent must establish and follow written procedures for a qualification program that complies with applicable requirements within 180 days of receipt of this order.
5. It is requested (not mandated) that Susanville maintain documentation of the safety improvement costs associated with fulfilling this Compliance Order and submit the total to Director, Western Region, Pipeline and Hazardous Materials Safety Administration. It is requested that these costs be reported in two categories: (1) total cost associated with preparation/revision of plans, procedures, studies and analyses; and (2) total cost associated with replacements, additions and other physical changes to pipeline facilities.

The Director may grant an extension of time to comply with any of the required items upon a written request timely submitted by the Respondent and demonstrating good cause for an extension.

Failure to comply with this Order may result in the administrative assessment of civil penalties not to exceed \$200,000, as adjusted for inflation (49 C.F.R. § 190.223), for each violation for each day the violation continues or in referral to the Attorney General for appropriate relief in a district court of the United States.

WARNING ITEMS

With respect to Items 5, 6, 7 and 8, the Notice alleged probable violations of Part 192 but did not propose a civil penalty or compliance order for these items. Therefore, these are considered to be warning items. The warnings were for:

49 C.F.R. § 192.63 (Item 5) — Respondent's alleged failure to have written procedures implementing the applicable materials marking requirements;

49 C.F.R. § 192.615(b)(3) (Item 6) — Respondent's alleged failure to have written procedures for reviewing employee activities after each emergency to determine whether its emergency procedures were effectively followed;

49 C.F.R. § 191.29 (Item 7) — Respondent's alleged failure to have written procedures for submitting annually required asset information to the National Pipeline Mapping System; and

49 C.F.R. § 191.22(c) (Item 8) — Respondent's alleged failure to have written procedures for notifying PHMSA of certain specified events and changes to its facilities.

Susanville presented information in its Response showing that it intends to take action to address the cited items. If OPS finds a violation of any of these items in a subsequent inspection, Respondent may be subject to future enforcement action.

Under 49 C.F.R. § 190.243, Respondent may submit a Petition for Reconsideration of this Final Order to the Associate Administrator, Office of Pipeline Safety, PHMSA, 1200 New Jersey Avenue, SE, East Building, 2nd Floor, Washington, DC 20590, with a copy sent to the Office of Chief Counsel, PHMSA, at the same address, no later than 20 days after receipt of service of this Final Order by Respondent. Any petition submitted must contain a statement of the issue(s) and meet all other requirements of 49 C.F.R. § 190.243. The terms of the order, including corrective action, remain in effect unless the Associate Administrator, upon request, grants a stay. The terms and conditions of this Final Order are effective upon service in accordance with 49 C.F.R. § 190.5.



Alan K. Mayberry
Associate Administrator
for Pipeline Safety

JUN 01 2018

Date Issued

Reviewed by: D. Interim City Administrator

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

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

PRESENTED BY: Daniel Gibbs, Acting Public Works Director

SUBJECT: Annual Leaf Collection Program

SUMMARY: The City has established and helps facilitate the Annual Fall Leaf Collection Program. California Correctional Center (CCC) once again has offered their assistance by accepting green waste from C&S Waste Solutions. For the length of the program, C&S Waste Solutions will have green waste dumpsters in two (2) locations around the City, whereby residents can take their bagged leaves. Those locations are:

- Intersection of Numa Road and Skyline Drive
- Riverside Park Southeast corner of Sunkist

City staff will load the leaves into the green waste dumpster with a front-end loader which will allow C&S staff to transport the filled green waste dumpsters to CCC for composting.

The Public Works Department will notify the public through a flyer, an advertisement in the paper, a public service announcement on the radio, and information about the program will also be posted on our website at www.susanvillepublicworks.org.

The program is scheduled to begin on Friday, November 9, 2018, and continue through Friday, December 7, 2018, and may be extended if necessary.

FISCAL IMPACT: City employee time on regular workdays to fill the green waste dumpsters using a front end loader.

ACTION REQUESTED: Information only.

ATTACHMENTS: Letter of Support from CCC
Letter of Support from C&S Waste



Susanville Public Works

OCT 23 2018

RECEIVED

October 22, 2018

RE: City of Susanville Annual Fall Leaf Collection Program

To Whom It May Concern:

C & S Waste Solutions of Lassen County wishes to participate in the Annual Fall Leaf Collection Program for 2018. Please contact me at the number listed below to coordinate pick up times and locations for the program. We are happy to donate our time, equipment and employees to assist in making this program a success.

Sincerely,

Wendy Del Rosa
Office Manager
C & S Waste Solutions of Lassen County
P.O. Box 270780
Susanville, CA 96127
530-252-1200

DIVISION OF ADULT INSTITUTIONS

CALIFORNIA CORRECTIONAL CENTER

P. O. Box 790

Susanville, CA 96127-0790



October 18, 2018

Susanville Public Works**OCT 23 2018****RECEIVED**

Daniel Gibbs
Public Works Director (A)
City of Susanville
720 South Street
Susanville, CA 96130

Dear Mr. Gibbs:

The California Correctional Center is pleased to grant your request for assistance by accepting green waste from Lassen Waste Systems from October 26, 2018 through December 7, 2018, as presented in your letter. Please contact Paul Troutt, Correctional Plant Manager II at (530) 257-2181, extension 4150, to arrange the green waste disposal. It is my understanding, as in years past, that you will remove any items deemed not acceptable prior to delivery to the institution.

Thank you for allowing us the opportunity to be of service to the community. Please contact Vince Zumpano, Associate Warden, Business Services Division, at (530) 257-2181, extension 4146.

Sincerely,

A handwritten signature in cursive script that reads "S. Peery".

S. PEERY

Warden

California Correctional Center

Reviewed by: Dan Interim City Administrator

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Quincy McCourt, Project Manager

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Riverside Park Name Discussion

PRESENTED BY: Quincy McCourt, Project Manager

SUMMARY: During recent public outreach regarding Riverside Park improvements, community members mentioned the park was once called Fruit Growers Park. On August 1, 2018 Council Member Schuster requested a discussion of the Riverside Park name be brought back to council as an agenda item. On September 5th, the matter was brought back to Council. Direction was provided to staff to conduct a community poll and perform limited research into the history of the park.

- 1919 - Fruit Growers purchased the 20 acre millpond.
- 1922 - Fruit Growers opened the Story Club, a three-story clubhouse.
- 1944 - The Fruit Growers Story Club was destroyed by a fire and they opted to make the grounds a park instead of rebuilding.
- 1963 - Fruit Growers sold the mill to Eagle Lake Lumber (later called Sierra Pacific Industries).
- 1976 - City purchased Riverside Park for \$23,000.

One hundred fifty community members have responded to the survey conducted by the City and shared their opinion on potentially changing the name of Riverside Park. Fifty-five percent of the responders voted to change the name to Fruit Growers Park.

Staff is requesting direction from Council regarding how to proceed.

FISCAL IMPACT: None.

ACTION REQUESTED: Discussion and direction.

ATTACHMENTS: December 1976 Susanville City Council Minutes

Councilman Sanchez and seconded by Councilman Dodson that proceedings start immediately with the selection of a Golf Course Manager.
Motion carried.

Apointments will be set-up for December 20, 1976 for oral interviews with Golf Committee. Updating of the Golf Manager's Contract will be discussed later.

Riverside
Park
Sale Offer

Finance Officer Jeskey read letter from Sierra Pacific Industries regarding the Riverside Park offer to City. They have offered to sell the park to the City for \$23,000.00 with payment to be made on or before March 31, 1977. Mr. Jeskey stated that there are monies available to purchase this property.

Councilman Chapman moved and Councilman Sanchez seconded that City accept proposal as set forth in letter of Decemember 6, 1976 from Sierra Pacific Industries for aquisition of Riverside Park. Motion carried.

Step Pay Inc.
Smith & Vinson

Fire Chief Berettini requested that Council confirm appointments and Step increases for Paul Smith and James Vinson. Motion was made by Councilman Metz and seconded by Councilman Chapman that as recommended by Chief Berettini, Paul J. Smith be appointed to permanent position; James B. Vinson to a six months position, with pay increases for both to Step B of Range 25. Motion carried.

Gloria Gomez
Clerk-typist

Motion was made by Councilman Chapman and seconded by Councilman Metz to appoint Gloria Gomez as Clerk-typist for Clerk's Office funded by CETA to March 31, 1977 effective December 16, 1976. Motion carried.

Violet Stout
horses

Mayor Richardson called on Mrs. Violet Stout. Mrs. Stout feels horses should not be allowed to live in the City limits and would like to see the Animal Ordinance amended. Councilman Chapman abstains from discussion. Mrs. Edna Baxter, a horse owner, spoke of living in the County now and hoped to belong to City and able to keep her horses. It was stated that violations of the Code can be enforced. No action is taken to amend ordinance.

PEEP

Jeff Doyle, temporary planning assistant aide, presented the proposed uptown parking plan, given the title PEEP standing for Parking Employees-Employers Plan. There were many charts and diagrams of the City Center Core area with possible off-street parking sites. There is discussion of the green parking zones in front of the merchants place of business on Cottage Street.

Mayor Richardson leaves meeting at 9:11 P.M. and he is back at 9:13 P.M.

James Pardee
Tim Sellow
comments

Mr. Doyle answers questions. Mr. James Pardee spoke of how new business buildings have to provide parking lots. He feels that City does not owe the uptown merchants and that the merchants should form a parking improvement district. Mr. Tim Sellow spoke-up saying that the parking plan needs full cooperation or that the uptown area can die when consumers cannot find parking spaces.

Councilman Sanchez leaves meeting at 9:26 P.M., discussion continues. Councilman Dodson leaves room at 9:28 P.M. and both are back at 9:29 P.M.

Mr. Pardee spoke again about temporary plans becoming permanent. Mr. Sellow said by increasing police manpower to giving more overparking tickets and raising fines to keep people from parking all day.

Rev. Carl Schwarzenbug spoke of the lack of parking at the Methodist Church. They conduct a primary school, have funerals, weddings, and Church social-programs and practice groups coming and going at the Church. They would not like time zone removed.

Councilman Chapman leaves meeting at 9:47 P.M.

Mayor Richardson asked if Council members wished to do anything at this point.

Councilman Chapman back in room at 9:49 P.M. Minor discussion. Councilman Sanchez leaves room at 9:51 P.M.

Reviewed by: R Interim City Administrator

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

Submitted by: Rebecca Sanchez, Administrative Assistant

Action Date: November 7, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Fire Department Update

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: The attached report is a summary of the activities and programs of the Susanville Fire Department for the period of April 19, 2018 through October 24, 2018.

FISCAL IMPACT: None

ACTION REQUESTED: Information only.

ATTACHMENTS: Susanville Fire Department Update.

SUSANVILLE FIRE DEPARTMENT

DEPARTMENT UPDATE

APRIL 19, 2018-OCTOBER 24, 2018

PERSONNEL:

Currently the Susanville Fire Department is staffed with 9 Paid Staff (Fire Chief, Battalion Chief, 2 Captains, 2 Engineer, 2 Firefighter and Administrative Assistant). The volunteer organization currently has 2 Chaplains Alison Shelley has been recruited, 22 volunteer members (1 Captain, 1 Lieutenant, 20 volunteers).

STATISTICS:

The fire department responded to 613 incidents, for a total of 2696 labor hours. Of those 613 incidents, 17 wildland/ Vegetation fire, 6 building fires, 3 vehicle fires, 1 dumpster fire, 389 medical assists, 8 motor vehicle accidents with injuries, 6 motor vehicle accidents with no injuries, 2 extrication, 22 gas leaks (natural gas or propane). The remaining incidents were public service assistance, service calls, assist police, good intent, smoke detector or alarm system activation, etc.

FIRE RESPONSES:

Our staff responded to 24 different fires for a total of 59.20 labor hours

1. Brush Fire, Hwy 36, May 4, 2018, 8 personnel
2. Brush Fire, 560 Hospital Lane, May 7, 2018, 7 personnel
3. Structure Fire, 825 Shasta Street, May 25, 2018, 10 personnel
4. Vegetation Fire, 940 Joaquin Street, June 8, 2018, 7 personnel
5. Recreational Vehicle Fire, 142 Robs Way, June 24, 2018, 2 personnel
6. Grass Fire, 130 N. Fairfield, June 26, 2018, 8 personnel
7. Brush Fire, 147 Mountain View Parkway, July 2, 2018, 7 personnel
8. Dumpster Fire, 2565 Main Street, July 4, 2018, 2 personnel
9. Vehicle Fire, 1504 ½ North Street, July 7, 2018, 3 personnel
10. Structure Fire, 6 Monrovia Street #4, July 10, 2018, 17 personnel
11. Grass Fire, 703-514 E Richmond Road, July 13, 2018, 6 personnel
12. Brush Fire, 945 Cherry Terrace, July 17, 2018, 4 personnel
13. Structure Fire with Vegetation Fire, 695-795 Hwy 36, July 18, 2018, 6 personnel
14. Structure Fire, Westwood, July 19, 2018, 3 personnel
15. Grass Fire, 525 Harrison Street, July 27, 2018, 10 personnel
16. Structure Fire, 125 Hall Street, August 5, 2018, 11 personnel
17. Vehicle Fire, 755 Alexander Ave, August 10, 2018, 7 personnel
18. Structure Fire, 1355 North Street, August 14, 2018, 7 personnel
19. Vehicle Fire, 70 Cook Street, August 20, 2018, 2 personnel
20. Grass Fire, 1700 Spring Street, August 29, 2018, 3 personnel
21. Brush Fire, Cramer Road, September 4, 2018, 9 personnel
22. Vehicle/Structure Fire, 685 Plum Street, September 15, 2018, 11 personnel

23. Structure Fire/Grass Fire, 474-492 Richmond Road, September 20, 2018, 8 personnel
24. Vehicle Fire, 157 S. Spring Street, October 23, 2018, 2 personnel

OUT OF AREA FIRES:

Our staff responded to 11 different fires for a total of 1268.25 labor hours

Hyatt Lane- Lassen County June 27th with 3 personnel for a total of 7.75 labor hours

County Fire- Yolo County from July 3rd until July 6th with 3 personnel for a total of 80 labor hours.

Klamathon Fire- Siskiyou County from July 6th until July 11th with 3 personnel for a total of 130 labor hours

Roxie Fire-Lassen County July 24th until July 25th with 3 personnel for a total of 19 labor hours.

Carr Fire- Redding, July 26th until August 10th with 3 personnel for a total of 366 labor hours

Whaleback-Spalding July 31st with 3 personnel for a total of 9 labor hours

Mendocino Complex-Ukiah August 14th with 1 person for a total of 282 labor hours

Stone Fire-Modoc County August 17th with 3 personnel for a total of 195 labor hours

Dockery Fire-Lassen County August 26, with 3 personnel for a total of 3.5 labor hours

Delta Fire- Shasta County September 6th with 3 personnel for a total of 171 labor hours

Rice Fire-Lassen Count September 4th with 3 personnel for a total of 5 labor hours

OES:

On June 8th Cal OES engine 8335 was returned and we took delivery a Type II OES HazMat response vehicle (HM32).

On September 14th 2018 the interagency Hazmat team responded to an over turned fuel tanker off of highway 70. Five members responded from Susanville, Janesville, CCC, Cal Fire and Sierra Army Depot. The team stopped the leak, prevented fuels from entering the Feather River, and assisted with the clean-up. Monthly Team Training on vehicle orientation, level A & B suits, and radioactive metering.

VOLUNTEERS:

Currently the fire department has 22 volunteer members (1 Captain, 1 Lieutenant, 20 volunteers) and 4 perspective applicants in the process of becoming members. The department continues to have dedicated volunteers who come in for extra training, assist with the Lassen high school program, attend community events, and provide coverage at the station due to multiple emergencies, wildland fires, etc.

FACILITY:

Repaired the top ledge on the front concrete monument sign, installed LED lights in engine bay, drainage repair in planter boxes in front, added bark coverage in front planter beds.

TRAINING:

1823 training hours were logged during this time. Of those 1823 training hours, 187 hours of Pump Operation Drills, 173 hours of wildland preparedness training, 121 in drivers, 83 in fire line safety refresher, 80 in rope rescue, 66 NPFA initial company operations, 61 forcible entry, 57 hours of rescue, 54 hours of firefighter self-rescue. The remaining hours were, auto extrication, ropes and knots, hose maintenance and testing, ladders, hose, hydrant lays, and incident command systems. Upcoming training schedule consists of large area search, fire attack, auto extrication, and chimney extraction. Provided a pack test for 4 prospective volunteers.

PREVENTION:

We conducted 49 Annual business inspections and 27 new business inspections, 9 re-inspections, 3 non-scheduled inspections, and 1 fire protection system inspection.

PUBLIC EDUCATION:

LHS program consist of fire behavior, staff put together a demonstration to teach the kids about fire dynamics, ropes and knots, hoisting tools, introduction to rope rescue, and fire extinguishers.

Extinguisher training for Lassen County Behavioral Health Employees, Lassen County Adult Services, and Lassen Career Network. E.D.I.T.H. Trailer training for McKinley School for Fire Prevention week Meadowview had National School Lunch with a Hero, duty staff attended and spoke to the kids about the benefits of eating healthy.

COMMUNITY CPR AND FIRST AID:

A partnership has been formed with SEMSA and the Lassen County Health Department to provide community CPR courses on a quarterly basis. We conducted 1 CPR class to the general public on October 20th. The next class is still to be determined.

CODE ENFORCEMENT:

2018 Weed Abatement 124 letters were sent to violators, of the 124 violators 73 were compliant, 51 properties were bid out to contactors, and of the 51 properties 24 became compliant before contractors could put a bid on the property. Contractors completed 27 properties. We have 3 properties that are administrative pending.

APPARATUS MAINTENANCE:

Apparatus maintenance was relatively routine. (Checked Maintenance records and nothing showed for anything major)

- C-600 routine service performed, oil and filter change, rotated tires, brake inspection, replaced air filter and wiper blades
- C-602 repaired exhaust leak
- E-621 replaced tires, pump throttle replaced, replaced tank fill elbow and plug, ordered tire chains
- E-622 Repaired inoperative PTO throttle, and ordered new tire chains
- E-628 replaced worn door struts, and replaced missing bolt on fuel line bracket

EVENTS

The Department Participated in Lassen Community College Display, attended a neighborhood watch meeting at memorial park. Hosted the 16th Annual 9/11 ceremony. All surrounding volunteer departments, Family and friends had a community BBQ at the City pool.

We hosted our Annual Open House, our Fire Explorer Post #2911 had a cash prize raffle with 1st place being \$500, 2nd place \$100 and 3rd place \$50, they raised to \$1656 profit. Susanville Upcoming events in which Susanville Fire Department will participate in 2018 Safe and Sane Halloween, Veteran's Day parade, and Magical Country Christmas.