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
March 6, 2019 – 6:00 p.m.

Call meeting to order
Roll call of Councilmembers present

Next Resolution No. 19-5623
Next Ordinance No. 19-1014

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 LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION - pursuant to Government Code Section §54956.9(b) – one potential case

B PUBLIC EMPLOYMENT – pursuant to Government Code Section §54957

1 Approved Position List

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: Chief James Moore*
- *Proclamations, awards or presentations by the City Council*

1. Certificate of Appreciation – Daniel Gibbs
2. Welcome Home Vietnam Veteran's Day Proclamation

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 Appointment to fill Planning Commissioner vacancy

B Appointment to fill Airport Commissioners vacancies

7 **PUBLIC HEARINGS**: No business.

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

9 **NEW BUSINESS**:
- A Consider approval of vendor warrants numbered 203272 through 203385 for a total of $732,052.04 including $270,789.66 in payroll warrants
- B Consider waiver of fees for Lassen County Chamber of Commerce Annual Main Cruise Classic Car Show N' Shine and authorize the serving of alcohol at the event
- C Consider purchase of Hangar #2 at the Susanville Municipal Airport
- D Consider **Resolution No. 19-5621** adopting updated Budget Process and Policies
- E Consider **Resolution No. 19-5622** approving Police Department vehicle purchase

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

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

12 **CONTINUING BUSINESS**:
- A Consider authorizing expenditure of City Council discretionary funds in support of the City/SPOA K-9 Program

13 **CITY ADMINISTRATOR'S REPORTS**:
- A Fire Department Update

14 **COUNCIL ITEMS**:
- A AB1234 travel reports:

15 **ADJOURNMENT**:
- ***The next regular meeting of the Susanville City Council will be held on March 20, 2019 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, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for March 6, 2019 in the areas designated on March 1, 2019.

Heidi Whitlock, Assistant to City Administrator

AGENDA ITEM NO. 6A

Reviewed by: ___ City Administrator

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Appointment to fill Planning Commission vacancy

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: The Planning Commission performs many important functions on behalf of the City Council and is often responsible for providing recommendations related to the development, design, and growth of the City. The City has solicited letters of interest by advertising from October 2018 through June 2022 for the unfilled term of Vicki Lozano. The City received one letter of interest from Melanie Westbrook, expressing her interest in serving the community.

FISCAL IMPACT: Planning Commission stipend of $75 per month, included in annual budgets

ACTION REQUESTED: Motion to ratify Mayor's appointment to Planning Commission for the term expiring June 2022.

ATTACHMENTS: Letter of interest

Gwenna MacDonald

m: Melanie Westbrook <melaniewestbrook80@gmail.com>
Sent: Tuesday, February 05, 2019 5:11 PM
To: Gwenna MacDonald
Subject: Planning Commission

To whom it may concern:

My name is Melanie Westbrook and I would like to express my interest on being on the planning commission. I am a business and home owner within the City of Susanville. I am current Historic Uptown Susanville Assoc President. I am interested in the growth of the economic integrity of Susanville and want to keep business local. Thank you for your consideration.

I Look Forward To Hearing From You!
Thank You,

Melanie Westbrook
Broker/Owner
CalBRE#01939561
613 Main St
Susanville, Ca. 96130
Office-530-250-7146
Cell: 530-249-1061
Fax:530-212-9069
melaniewestbrook80@gmail.com
sierradesertprop@gmail.com
https://www.facebook.com/Sierra-Desert-Properties-2010920762526261

AGENDA ITEM NO. 6B

Reviewed by: City Administrator

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

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Appointment of fill Airport Commissioner vacancies

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: The Airport Commission consists of five members who are responsible for advising the City Council and making recommendations related to the Susanville Municipal Airport. The Commissioners are appointed by the Mayor with the approval of the City Council. Currently, there are two regular positions that are vacant due to expiring terms as well as the Commission Alternate position, with an expiration date of November 2020.The City advertised the vacancy and received two letters of interest; one from William Heyland who is interested in continuing on the Commission and Paul Clark who is also interested in serving on the Commission.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve the appointment of William Heyland and Paul Clark to fill the vacant positions on the Susanville Airport Commission and the committee list.

ATTACHMENTS: Letters of interest

William D. Heyland

470-740 Wingfield Rd., Susanville, CA 96130
Res: (530) 257-4565, Fax: (530) 251-2020

CITY OF SUSANVILLE
RECEIVED
FEB 19 2019
BUILDING & PLANNING

February 13, 2019

The Honorable Kevin Stafford, Mayor, City of Susanville
ATTN: Gwenna MacDonald, City Clerk
66 No. Lassen Street
Susanville, CA 96130

Dear Mayor Stafford :

Please consider this letter as my application to continue serving as a member of the Susanville Municipal Airport Commission.

Over the last twelve years the Susanville Municipal Airport Commission has aided the City in making several exciting improvements to the Susanville Municipal Airport as well as making positive recommendations to the City Council on operational matters. I am pleased to have been a part of those accomplishments. The next four years are expected to be bright, as well as challenging, for continued improvements and it is my hope to lend my experience to this endeavor.

Thank you in advance for your consideration.

Sincerely

William D. Heyland

William D. Heyland

January 30, 2019

Gwenna MacDonald City Clerk
City of Susanville
66 North Lassen
Susanville,CA 96130
530.257.1000

JAN 31 2019

Dear Gwenna

I am writing in interest for the alternate Airport Commission seat. I am a long time Lassen Co Resident and have been involved at the airport for many years. I learned to fly there and have since used my years of aviation knowledge to help where needed at Susanville Airport. I feel it is time to be more involved in airport matters.

I appreciate the consideration, and will take the necessary steps to further the process.

Thank you for your time and look forward to proceed pending direction from you.

Sincerely

Paul Clark

700-550 Richmond Rd
Susanville

(503)779-9988
pmclark@hushmail.com

AGENDA ITEM NO. 9A

Reviewed by: ___ City Administrator

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

Submitted by: Deborah Savage, Finance Manager

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated February 9, 2019 through February 22, 2019 numbered 203272 through 203385.

FISCAL IMPACT: Accounts Payable vendor warrants totaling $ 461,262.38 plus $270,789.66 in payroll warrants, for a total of $732,052.04.

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
02/19	02/21/2019	203341	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9959685933	1	7401-430-62-46	SUPPLIES-GENERAL	162.28	162.28
02/19	02/21/2019	203341	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9959685933	2	2007-431-20-46	SUPPLIES-GENERAL	162.28	162.28
02/19	02/21/2019	203341	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9959685933	3	7110-430-42-46	SUPPLIES-GENERAL	162.28	162.28
Total 9959685933:										486.84	486.84
02/19	02/21/2019	203342	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER-GC	07-135	1	7530-451-50-43	TECHNICAL SVCS	405.90	405.90
Total 07-135:										405.90	405.90
02/19	02/21/2019	203343	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636592737	1	7620-430-10-44	LINEN SERVICE	171.43	171.43
Total 636592737:										171.43	171.43
02/19	02/21/2019	203343	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636592738	1	7401-430-62-44	LINEN SERVICES	49.44	49.44
Total 636592738:										49.44	49.44
02/19	02/21/2019	203343	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636592739	1	2007-431-20-44	LINEN SERVICE	50.44	50.44
Total 636592739:										50.44	50.44
02/19	02/21/2019	203343	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636592740	1	7110-430-42-44	LINEN SERVICE	40.98	40.98
Total 636592740:										40.98	40.98
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES-GAS	433649	1	7401-430-62-46	SUPPLIES-GENERAL	8.64	8.64
Total 433649:										8.64	8.64
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES-WATER	433801	1	7110-430-42-46	SUPPLIES-GENERAL	7.70	7.70
Total 433801:										7.70	7.70
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES-GAS	433983	1	7401-430-62-46	SUPPLIES-GENERAL	22.28	22.28

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 433983:										22.28	22.28
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES- GAS	433984	1	7401-430-62-46	SUPPLIES-GENERAL	38.59	38.59
Total 433984:										38.59	38.59
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES-GAS	433989	1	7401-430-62-46	SUPPLIES-GENERAL	6.52	6.52
Total 433989:										6.52	6.52
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES- GAS	434002	1	7401-430-62-46	SUPPLIES-GENERAL	28.25	28.25
Total 434002:										28.25	28.25
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES-FD	434203	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	10.04	10.04
Total 434203:										10.04	10.04
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES- STREETS	434237	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	4.82	4.82
Total 434237:										4.82	4.82
02/19	02/21/2019	203344	76	BILLINGTON ACE HARD	SUPPLIES-WATER	434299	1	7110-430-42-46	SUPPLIES-GENERAL	48.25	48.25
Total 434299:										48.25	48.25
02/19	02/21/2019	203345	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 020119	1	1000-421-10-44	DISPOSAL	108.99	108.99
Total SVL7 020119:										108.99	108.99
02/19	02/21/2019	203346	9568		REFUND GAS DEPOSIT	10324102615	1	7401-2228-000	DEPOSITS-CUSTOMER	132.69	132.69
Total 10324102615:										132.69	132.69
02/19	02/21/2019	203347	986	CARLSON'S TIRE PROS	4 WHEEL ALIGNMENT #51- GAS	62467	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	79.98	79.98
Total 62467:										79.98	79.98

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
02/19	02/21/2019	203348	1375	CENTRAL SANITARY SU	CUSTODIAL SUPPLIES- FD	949192	1	1000-422-10-46	SUPPLIES-JANITORIAL	54.31	54.31
Total 949192:										54.31	54.31
02/19	02/21/2019	203349	147		TR EX FOLSOM 2/24/19-2/26/19	021919	1	1000-421-10-45	TRAINING	165.00	165.00
Total 021919:										165.00	165.00
02/19	02/21/2019	203350	161	CSK AUTO INC	SUPPLIES-GAS	2740-162601	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	12.31	12.31
Total 2740-162601:										12.31	12.31
02/19	02/21/2019	203350	161	CSK AUTO INC	SUPPLIES-GAS	2740-164969	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	84.16	84.16
Total 2740-164969:										84.16	84.16
02/19	02/21/2019	203350	161	CSK AUTO INC	SUPPLIES-GAS	2740-166176	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	21.41	21.41
Total 2740-166176:										21.41	21.41
02/19	02/21/2019	203350	161	CSK AUTO INC	SUPPLIES-GAS	2740-166178	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	9.64	9.64
Total 2740-166178:										9.64	9.64
02/19	02/21/2019	203350	161	CSK AUTO INC	SUPPLIES-STREETS	2740-166693	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1,040.91	1,040.91
Total 2740-166693:										1,040.91	1,040.91
02/19	02/21/2019	203350	161	CSK AUTO INC	SUPPLIES-STREETS	2740-166851	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	63.93	63.93
Total 2740-166851:										63.93	63.93
02/19	02/21/2019	203350	161	CSK AUTO INC	SUPPLIES-STREETS	2740-167020	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	102.83	102.83
Total 2740-167020:										102.83	102.83
02/19	02/21/2019	203351	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS, FBI	354204	1	1000-416-10-45	FINGERPRINTING SERVICES	96.00	96.00

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 354204:										96.00	96.00
02/19	02/21/2019	203352	1261	DIAMOND TRUCK AND A	REPAIRS & MAINT-FD	4690	1	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	128.20	128.20
Total 4690:										128.20	128.20
02/19	02/21/2019	203353	1565	DIRTY JOE'S CAR WASH	CAR WASH-PD	020719	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	10.00	10.00
Total 020719:										10.00	10.00
02/19	02/21/2019	203354	9570		REFUND WATER DEPOSIT	10527950004	1	7110-2228-000	DEPOSITS-CUSTOMER	38.78	38.78
Total 10527950004:										38.78	38.78
02/19	02/21/2019	203355	219	ED STAUB & SONS PETR	181.10 GAL PROPANE- GC	0082378	1	7530-451-52-46	PROPANE	287.46	287.46
Total 0082378:										287.46	287.46
02/19	02/21/2019	203355	219	ED STAUB & SONS PETR	313.80 GAL PROPANE- GC	84068T	1	7530-451-52-46	PROPANE	498.09	498.09
Total 84068T:										498.09	498.09
02/19	02/21/2019	203355	219	ED STAUB & SONS PETR	114.10 GAL PROPANE- GC	90245T	1	7530-451-52-46	PROPANE	181.11	181.11
Total 90245T:										181.11	181.11
02/19	02/21/2019	203355	219	ED STAUB & SONS PETR	236.10 GAL PROPANE- GC	94297T	1	7530-451-52-46	PROPANE	374.76	374.76
Total 94297T:										374.76	374.76
02/19	02/21/2019	203355	219	ED STAUB & SONS PETR	100 GAL DIESEL- GC	S40918	1	7530-451-52-46	GASOLINE	292.42	292.42
Total S40918:										292.42	292.42
02/19	02/21/2019	203356	7111		REFUND ELECTICAL PANEL DE	021919	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 021919:										100.00	100.00

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
02/19	02/21/2019	203357	230	ENTENMANN - ROVIN CO	UNIFORMS- PD	141591	1	1000-421-10-42	UNIFORM ALLOWANCE	283.58	283.58
Total 141591:										283.58	283.58
02/19	02/21/2019	203358	241	FEATHER PUBLISHING C	AIRPORT COMMISSION	7872	1	1000-416-10-45	ADVERTISING	95.95	95.95
Total 7872:										95.95	95.95
02/19	02/21/2019	203358	241	FEATHER PUBLISHING C	PLANNING COMMISSION	7873	1	1000-416-10-45	ADVERTISING	85.85	85.85
Total 7873:										85.85	85.85
02/19	02/21/2019	203359	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	970676A	1	7112-430-42-43	TECHNICAL SERVICES	28.00	28.00
Total 970676A:										28.00	28.00
02/19	02/21/2019	203359	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	970703A	1	7110-430-42-43	TECHNICAL SVCS	272.00	272.00
Total 970703A:										272.00	272.00
02/19	02/21/2019	203359	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	970785A	1	7110-430-42-43	TECHNICAL SVCS	95.00	95.00
Total 970785A:										95.00	95.00
02/19	02/21/2019	203359	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	970800A	1	7110-430-42-43	TECHNICAL SVCS	147.00	147.00
Total 970800A:										147.00	147.00
02/19	02/21/2019	203360	265	FRONTIER	257-1041 ADMIN-PW	1041 020519	1	7620-430-10-45	COMMUNICATIONS	104.25	104.25
Total 1041 020519:										104.25	104.25
02/19	02/21/2019	203360	265	FRONTIER	257-1044 PRI	1044 020519	1	7620-430-10-45	COMMUNICATIONS	99.00	99.00
Total 1044 020519:										99.00	99.00
02/19	02/21/2019	203360	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 021019	1	7401-430-62-45	COMMUNICATIONS	41.03	41.03

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 1182 021019:										41.03	41.03
02/19	02/21/2019	203360	265	FRONTIER	252-1182 SCADA - WATER	2-1182 021019	1	7110-430-42-45	COMMUNICATIONS	304.56	304.56
Total 2-1182 021019:										304.56	304.56
02/19	02/21/2019	203360	265	FRONTIER	257-3292 MUSEUM	3292 021019	1	1000-451-80-45	COMMUNICATION	1.88	1.88
Total 3292 021019:										1.88	1.88
02/19	02/21/2019	203361	5464		TR EX FOLSOM 2/24/19-2/26/19	021919	1	1000-421-10-45	TRAINING	165.00	165.00
Total 021919:										165.00	165.00
02/19	02/21/2019	203362	1362	IRON MOUNTAIN INFO. M	PROFESSIONAL SERVICES-PD	ALAL485	1	1000-421-10-43	PROFESSIONAL SVCS	64.79	64.79
Total ALAL485:										64.79	64.79
02/19	02/21/2019	203363	911	JOHNSTONE SUPPLY	CREDT-GAS	415-S2353783.001	1	7401-430-62-46	SUPPLIES-GENERAL	44.51-	44.51-
Total 415-S2353783.001:										44.51-	44.51-
02/19	02/21/2019	203363	911	JOHNSTONE SUPPLY	SUPPLIES-GAS	415-S2358925.001	1	7401-430-62-46	SUPPLIES-GENERAL	61.69	61.69
Total 415-S2358925.001:										61.69	61.69
02/19	02/21/2019	203364	9345	KASL CONSULTING ENGI	PROFESSIONAL SERVICES	18219	1	2007-431-26-43	PROFESSIONAL SERVICES	24,388.86	24,388.86
Total 18219:										24,388.86	24,388.86
02/19	02/21/2019	203365	1074	LASSEN AUTO BODY	REPAIR #80-PD	10975	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	1,268.55	1,268.55
Total 10975:										1,268.55	1,268.55
02/19	02/21/2019	203365	1074	LASSEN AUTO BODY	REPAIR & MAIN- FD	11112	1	2012-465-32-47	VEHICLES	450.00	450.00
Total 11112:										450.00	450.00

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
02/19	02/21/2019	203366	391	LASSEN CO CHAMBER O	ELECTRICAL PANEL DEPOSIT J	013019	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 013019:										100.00	100.00
02/19	02/21/2019	203367	411	LASSEN MOTOR PARTS	SUPPLIES- FD	317407	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	153.41	153.41
Total 317407:										153.41	153.41
02/19	02/21/2019	203367	411	LASSEN MOTOR PARTS	SUPPLIES- FD	317485	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	21.45	21.45
Total 317485:										21.45	21.45
02/19	02/21/2019	203367	411	LASSEN MOTOR PARTS	SUPPLIES- FD	317513	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	108.24	108.24
Total 317513:										108.24	108.24
02/19	02/21/2019	203368	1102	LASSEN PC	BACKUP LICENSE-FIRE	22372	1	1000-422-10-43	TECHNICAL SVCS	53.99	53.99
Total 22372:										53.99	53.99
02/19	02/21/2019	203369	412	LASSEN REGIONAL SOLI	DUMP FEES-PD	78 020719	1	1000-421-10-44	DISPOSAL	12.12	12.12
Total 78 020719:										12.12	12.12
02/19	02/21/2019	203370	437	LMUD	STREET LIGHTS	14039 020619	1	2007-431-60-46	ELECTRICITY	193.32	193.32
Total 14039 020619:										193.32	193.32
02/19	02/21/2019	203370	437	LMUD	STREET LIGHTS	14041 020619	1	2007-431-60-46	ELECTRICITY	3,607.79	3,607.79
Total 14041 020619:										3,607.79	3,607.79
02/19	02/21/2019	203370	437	LMUD	S GAY ST-STREETS	24323 020619	1	2007-431-60-46	ELECTRICITY	44.20	44.20
Total 24323 020619:										44.20	44.20
02/19	02/21/2019	203370	437	LMUD	66 N LASSEN ST	2466 020619	1	1000-417-10-46	ELECTRICITY	722.28	722.28

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 2466 020619:										722.28	722.28
02/19	02/21/2019	203370	437	LMUD	N WEATHERLOW ST-TENNIS S	24661 020619	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 020619:										20.00	20.00
02/19	02/21/2019	203370	437	LMUD	STREET LIGHTS	2467 020619	1	2007-431-60-46	ELECTRICITY	1,627.50	1,627.50
Total 2467 020619:										1,627.50	1,627.50
02/19	02/21/2019	203370	437	LMUD	65 N WEATHERLOW ST-PARK	2865 020619	1	1000-452-20-46	ELECTRICITY	46.30	46.30
Total 2865 020619:										46.30	46.30
02/19	02/21/2019	203370	437	LMUD	65 N WEATHERLOW ST-MUSEU	2866 020619	1	1000-451-80-46	ELECTRICITY	21.35	21.35
Total 2866 020619:										21.35	21.35
02/19	02/21/2019	203370	437	LMUD	65 N WEATHERLOW ST-COMM	2867 020619	1	1000-452-20-46	ELECTRICITY	36.23	36.23
Total 2867 020619:										36.23	36.23
02/19	02/21/2019	203370	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 020619	1	1000-452-20-46	ELECTRICITY	20.90	20.90
Total 2870 020619:										20.90	20.90
02/19	02/21/2019	203370	437	LMUD	NORTH ST BASEBALL PARK M	2873 020619	1	1000-452-20-46	ELECTRICITY	29.02	29.02
Total 2873 020619:										29.02	29.02
02/19	02/21/2019	203370	437	LMUD	SKYLINE DR WELL 4-WATER	29931 021219	1	7110-430-42-46	ELECTRICITY	36.23	36.23
Total 29931 021219:										36.23	36.23
02/19	02/21/2019	203370	437	LMUD	HARRIS DR & HWY 36-WATER	30658 020619	1	7110-430-42-46	ELECTRICITY	170.30	170.30
Total 30658 020619:										170.30	170.30

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
02/19	02/21/2019	203370	437	LMUD	LONG ALLEY & LOVELL ALLEY-	416860 020619	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416860 020619:										15.01	15.01
02/19	02/21/2019	203370	437	LMUD	INSPIRATION POINT- STREETS	416915	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416915:										15.01	15.01
02/19	02/21/2019	203370	437	LMUD	CAMPBELL ST- STREETS	416940 021219	1	2007-431-60-46	ELECTRICITY	.39	.39
Total 416940 021219:										.39	.39
02/19	02/21/2019	203370	437	LMUD	WASHO LN- STREETS	416959 0212119	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416959 0212119:										15.01	15.01
02/19	02/21/2019	203370	437	LMUD	130 N LASSEN STREET	416962 020619	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416962 020619:										15.01	15.01
02/19	02/21/2019	203370	437	LMUD	MARTHA & ARNOLD STREET LI	421476 021219	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 421476 021219:										15.01	15.01
02/19	02/21/2019	203370	437	LMUD	130 N PINE ST- STREETS	425450 020619	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 425450 020619:										15.01	15.01
02/19	02/21/2019	203370	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 020619	1	2007-431-60-46	ELECTRICITY	219.89	219.89
Total 43511 020619:										219.89	219.89
02/19	02/21/2019	203370	437	LMUD	115 N WEATHERLOW ST-MUSE	43866 020619	1	1000-451-80-46	ELECTRICITY	59.08	59.08
Total 43866 020619:										59.08	59.08
02/19	02/21/2019	203370	437	LMUD	N PINE & COOK - SCADA-WATE	44153 020619	1	7110-430-42-46	ELECTRICITY	27.06	27.06

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 44153 020619:										27.06	27.06
02/19	02/21/2019	203370	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 021219	1	7110-430-42-46	ELECTRICITY	27.06	27.06
Total 44298 021219:										27.06	27.06
02/19	02/21/2019	203370	437	LMUD	PAIUTE LN SCADA-WATER	44316 021219	1	7110-430-42-46	ELECTRICITY	26.16	26.16
Total 44316 021219:										26.16	26.16
02/19	02/21/2019	203370	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 021219	1	7110-430-42-46	ELECTRICITY	55.32	55.32
Total 45542 021219:										55.32	55.32
02/19	02/21/2019	203370	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 020619	1	2007-431-60-46	ELECTRICITY	60.05	60.05
Total 49500 020619:										60.05	60.05
02/19	02/21/2019	203370	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 020619	1	2007-431-60-46	ELECTRICITY	159.90	159.90
Total 49501 020619:										159.90	159.90
02/19	02/21/2019	203370	437	LMUD	606 NEVADA ST	58209 020619	1	1000-417-10-46	ELECTRICITY	24.87	24.87
Total 58209 020619:										24.87	24.87
02/19	02/21/2019	203370	437	LMUD	606 1/2 NEVADA ST	58211 020619	1	1000-417-10-46	ELECTRICITY	20.00	20.00
Total 58211 020619:										20.00	20.00
02/19	02/21/2019	203370	437	LMUD	NORTH ST BALL PARK-MEM FI	9283 020619	1	1000-452-20-46	ELECTRICITY	80.12	80.12
Total 9283 020619:										80.12	80.12
02/19	02/21/2019	203370	437	LMUD	GEO PUMP #1	9297 020619	1	7301-430-52-46	ELECTRICITY	1,818.35	1,818.35
Total 9297 020619:										1,818.35	1,818.35

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
02/19	02/21/2019	203370	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 020619	1	1000-452-20-46	ELECTRICITY	43.00	43.00
Total 94811 020619:										43.00	43.00
02/19	02/21/2019	203371	9567		REFUND GAS DEPOSIT	10329950020	1	7401-2228-000	DEPOSITS-CUSTOMER	101.78	101.78
Total 10329950020:										101.78	101.78
02/19	02/21/2019	203372	1300		REIM FACILITY REPAIR	021919	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	107.25	107.25
Total 021919:										107.25	107.25
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102112	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.96	3.96
Total 52-102112:										3.96	3.96
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102191	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	116.61	116.61
Total 52-102191:										116.61	116.61
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102192	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	613.62	613.62
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES-WATER	52-102192	2	7620-430-10-44	REPAIR AND MAINTENANCE-V	613.61	613.61
Total 52-102192:										1,227.23	1,227.23
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-102210	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	32.79	32.79
Total 52-102210:										32.79	32.79
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-102224	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	4.25	4.25
Total 52-102224:										4.25	4.25
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-102495	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	186.20	186.20
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES-WATER	52-102495	2	7620-430-10-44	REPAIR AND MAINTENANCE-V	186.20	186.20
Total 52-102495:										372.40	372.40
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102589	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	579.88	579.88

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 52-102589:										579.88	579.88
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-102616	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	145.13	145.13
Total 52-102616:										145.13	145.13
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102748	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	149.74	149.74
Total 52-102748:										149.74	149.74
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102802	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	10.71	10.71
Total 52-102802:										10.71	10.71
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES-PW	52-102881	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	31.25	31.25
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102881	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	31.26	31.26
Total 52-102881:										62.51	62.51
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102919	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	38.36	38.36
Total 52-102919:										38.36	38.36
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-102920	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	24.32	24.32
Total 52-102920:										24.32	24.32
02/19	02/21/2019	203373	9493	NATIONAL AUTO PARTS	SUPPLIES- STREEETS	52-102926	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	80.02	80.02
Total 52-102926:										80.02	80.02
02/19	02/21/2019	203374	546	PAYLESS BUILDING SUP	SUPPLIES-PD	2503159	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	2.92	2.92
Total 2503159:										2.92	2.92
02/19	02/21/2019	203375	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	4816707	1	7620-430-10-44	LINEN SERVICE	18.48	18.48

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 4816707:										18.48	18.48
02/19	02/21/2019	203375	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	4825068	1	7620-430-10-44	LINEN SERVICE	104.12	104.12
Total 4825068:										104.12	104.12
02/19	02/21/2019	203375	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	4860135	1	7620-430-10-44	LINEN SERVICE	28.02	28.02
Total 4860135:										28.02	28.02
02/19	02/21/2019	203376	9569		REFUND WATER DEPOSIT	10529800000	1	7110-2228-000	DEPOSITS-CUSTOMER	28.97	28.97
Total 10529800000:										28.97	28.97
02/19	02/21/2019	203377	1076	SIERRA COFFEE AND BE	BOTTLED WATER	51068	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 51068:										14.50	14.50
02/19	02/21/2019	203378	872	SLAKEY BROTHERS INC.	SUPPLIES-GAS	11273893-00	1	7401-430-62-46	SUPPLIES-GENERAL	47.47	47.47
Total 11273893-00:										47.47	47.47
02/19	02/21/2019	203379	9064		TR EX MODESTO 2/27/19-3/1/19	021919	1	1000-421-10-45	TRAINING	137.50	137.50
Total 021919:										137.50	137.50
02/19	02/21/2019	203380	873	SUSANVILLE FORD INC	REPAIR & MAINT #51-GAS	5002907	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	105.07	105.07
Total 5002907:										105.07	105.07
02/19	02/21/2019	203380	873	SUSANVILLE FORD INC	REPAIR & MAINT #32- STREETS	5002912	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	56.79	56.79
Total 5002912:										56.79	56.79
02/19	02/21/2019	203381	712	TNS TRUCKING CO	SUPPLIES-WATER	3580	1	7110-430-42-46	SUPPLIES-GENERAL	957.74	957.74
Total 3580:										957.74	957.74

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
02/19	02/21/2019	203382	9571		REFUND GAS DEPOSIT	10124550118	1	7401-2228-000	DEPOSITS-CUSTOMER	88.33	88.33
Total 10124550118:										88.33	88.33
02/19	02/21/2019	203383	749	VERIZON WIRELESS	CELLULAR PHONES - PD	9823211831	1	1000-421-10-45	COMMUNICATIONS	1,904.61	1,904.61
Total 9823211831:										1,904.61	1,904.61
02/19	02/21/2019	203384	770	WESTERN NEVADA SUP	SUPPLIES- GC	67744457	1	7401-430-62-46	SUPPLIES-GENERAL	24.16	24.16
Total 67744457:										24.16	24.16
02/19	02/21/2019	203384	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67752162	1	7401-430-62-46	SUPPLIES-GENERAL	537.54	537.54
Total 67752162:										537.54	537.54
02/19	02/21/2019	203384	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67752281	1	7401-430-62-46	SUPPLIES-GENERAL	60.23	60.23
Total 67752281:										60.23	60.23
02/19	02/21/2019	203384	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67756211	1	7401-430-62-46	SUPPLIES-GENERAL	14.77	14.77
Total 67756211:										14.77	14.77
02/19	02/21/2019	203385	1198	WESTWOOD SANITATIO	PORTABLE TOILET - MEMORIA	A-56421	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	93.30	93.30
Total A-56421:										93.30	93.30
02/19	02/21/2019	203385	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-56427	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-56427:										98.66	98.66
02/19	02/21/2019	203385	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	A-56436	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-56436:										98.66	98.66
02/19	02/21/2019	203385	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-56441	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66

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 A-56441:										98.66	98.66
02/19	02/21/2019	203385	1198	WESTWOOD SANITATIO	PORTABLE TOILET - RIVERSID	A-56444	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	93.30	93.30
Total A-56444:										93.30	93.30
Grand Totals:										50,582.26	50,582.26

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
02/19	02/14/2019	203290	9559		REFUND WATER DEPOSIT	10119950023	1	7110-2228-000	DEPOSITS-CUSTOMER	42.10	42.10
Total 10119950023:										42.10	42.10
02/19	02/14/2019	203291	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636578830	1	7620-430-10-44	LINEN SERVICE	29.53	29.53
Total 636578830:										29.53	29.53
02/19	02/14/2019	203291	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636578831	1	7401-430-62-44	LINEN SERVICES	49.44	49.44
Total 636578831:										49.44	49.44
02/19	02/14/2019	203291	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636578832	1	2007-431-20-44	LINEN SERVICE	50.44	50.44
Total 636578832:										50.44	50.44
02/19	02/14/2019	203291	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636578833	1	7110-430-42-44	LINEN SERVICE	40.98	40.98
Total 636578833:										40.98	40.98
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119	1	8402-413-30-45	COMMUNICATIONS	64.66	64.66
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119	2	8402-413-30-43	LAFCO EXEC. OFFICE SVC	1,572.50	1,572.50
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119	3	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,912.50	1,912.50
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119	4	8402-413-30-43	TECHNICAL SVCS	850.00	850.00
Total 021119:										4,399.66	4,399.66
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119.	1	8402-413-30-45	PRINTING AND BINDING	20.00	20.00
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119.	2	8402-413-30-46	POSTAGE	28.40	28.40
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119.	3	8402-413-30-45	COMMUNICATIONS	62.55	62.55
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119.	4	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,782.50	2,782.50
02/19	02/14/2019	203292	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	021119.	5	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	500.00	500.00
Total 021119.:										3,393.45	3,393.45

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES	428248	1	1000-413-20-44	MISC - REPAIR & MAINTENANC	49.17	49.17
Total 428248:										49.17	49.17
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	428904	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	2.69	2.69
Total 428904:										2.69	2.69
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES	430004	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	292.81	292.81
Total 430004:										292.81	292.81
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	431450	1	1000-452-20-46	SUPPLIES-GENERAL	35.30	35.30
Total 431450:										35.30	35.30
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	432218	1	1000-452-20-46	SUPPLIES-GENERAL	39.74	39.74
Total 432218:										39.74	39.74
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	432290	1	1000-452-20-46	SUPPLIES-GENERAL	4.82	4.82
Total 432290:										4.82	4.82
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	433053	1	1000-452-20-47	MACHINERY AND EQUIPMENT	212.34	212.34
Total 433053:										212.34	212.34
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	433114	1	1000-452-20-46	SUPPLIES-GENERAL	24.59	24.59
Total 433114:										24.59	24.59
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- FD	433144	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	48.16	48.16
Total 433144:										48.16	48.16
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- FD	433152	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	1.14	1.14

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 433152:										1.14	1.14
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- FD	433320	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	55.18	55.18
Total 433320:										55.18	55.18
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- WATER	433337	1	7110-430-42-46	SUPPLIES-GENERAL	8.86	8.86
Total 433337:										8.86	8.86
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- GAS	433449	1	7401-430-62-46	SUPPLIES-GENERAL	8.67	8.67
Total 433449:										8.67	8.67
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	433454	1	2007-431-20-46	SUPPLIES-GENERAL	26.05	26.05
Total 433454:										26.05	26.05
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- GAS	433469	1	7401-430-62-46	SUPPLIES-GENERAL	9.16	9.16
Total 433469:										9.16	9.16
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	433487	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	171.69	171.69
Total 433487:										171.69	171.69
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	433580	1	2007-431-20-46	SUPPLIES-GENERAL	25.09	25.09
Total 433580:										25.09	25.09
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES-WATER	433589	1	7110-430-42-46	SUPPLIES-GENERAL	5.39	5.39
Total 433589:										5.39	5.39
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES	433678	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	24.59	24.59
Total 433678:										24.59	24.59

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
02/19	02/14/2019	203293	76	BILLINGTON ACE HARD	SUPPLIES-FD	433768	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	29.27	29.27
Total 433768:										29.27	29.27
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	MEMORIAL PARK	MEMORIALPARK 020119	1	1000-452-20-44	DISPOSAL	384.43	384.43
Total MEMORIALPARK 020119:										384.43	384.43
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLC600MAINST 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 020119	1	2007-431-20-44	DISPOSAL	21.43	21.43
Total PLCBOFA 020119:										21.43	21.43
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLERDNT 02011	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCBUEHLERDNT 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDIAMONMTN 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCDIAMONMTN 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCELKSLODGE 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTYMILL 020119	1	2007-431-20-44	DISPOSAL	21.43	21.43
Total PLCFROSTYMILL 020119:										21.43	21.43
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 02011	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCGROCERYOUT 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70

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 PLCHAIRHUNTER 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTLELSN1 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCHOTLELSN1 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBUILD 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCKNOCHBUILD 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCLITTLEITAL 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCLVCHARTR 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSNP 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCMTLASSNP 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERPL 020119	1	2007-431-20-44	DISPOSAL	85.40	85.40
Total PLCPANCERPL 020119:										85.40	85.40
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERPL. 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCPANCERPL. 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCSIERRAJWLR 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHTR 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCSIERRATHTR 020119:										42.70	42.70

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02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCSVILLEREAL 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPARK 02011	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCUPTOWNPARK 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 020119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCUSPOSTAL 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 020119	1	2007-431-20-44	DISPOSAL	47.52	47.52
Total PLCVETSMEMOR 020119:										47.52	47.52
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 02011	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCWALMARTBUS 020119:										42.70	42.70
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	110 NORTH ST	SVL110NORTHST 020119	1	1000-452-20-44	DISPOSAL	264.90	264.90
Total SVL110NORTHST 020119:										264.90	264.90
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 020119	1	7620-430-10-44	DISPOSAL	190.74	190.74
Total SVL15 020119:										190.74	190.74
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 020119	1	1000-417-10-44	DISPOSAL	185.92	185.92
Total SVL2 020119:										185.92	185.92
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	SVL470895CIR 020119	1	7530-451-52-44	DISPOSAL	222.78	222.78
Total SVL470895CIR 020119:										222.78	222.78
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 020119	1	1000-452-20-44	DISPOSAL	217.96	217.96

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 SVL5 020119:										217.96	217.96
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 020119	1	7620-430-10-44	DISPOSAL	200.37	200.37
Total SVL8 020119:										200.37	200.37
02/19	02/14/2019	203294	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SVLFD 020119	1	1000-422-10-44	DISPOSAL	185.92	185.92
Total SVLFD 020119:										185.92	185.92
02/19	02/14/2019	203295	9562		REFUND GAS DEPOSIT	10306904632	1	7401-2228-000	DEPOSITS-CUSTOMER	147.26	147.26
Total 10306904632:										147.26	147.26
02/19	02/14/2019	203296	116	CASHMAN EQUIPMENT	RPR & MAINT- STREET	INPS2893461	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	121.35	121.35
Total INPS2893461:										121.35	121.35
02/19	02/14/2019	203297	9531	D&D ROOFING AND SHE	ROOF REPAIRS CITY HALL	54616	1	1000-413-20-44	MISC - REPAIR & MAINTENANC	1,113.04	1,113.04
Total 54616:										1,113.04	1,113.04
02/19	02/14/2019	203298	173	DATCO SERVICES	SUBSTANCE TEST	36623696	1	1000-416-10-43	TECHNICAL SVCS	104.00	104.00
Total 36623696:										104.00	104.00
02/19	02/14/2019	203299	194	DIAMOND SAW SHOP IN	SUPPLIES -PARKS	16803	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	316.19	316.19
Total 16803:										316.19	316.19
02/19	02/14/2019	203299	194	DIAMOND SAW SHOP IN	SUPPLIES -PARKS	16808	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	52.09	52.09
Total 16808:										52.09	52.09
02/19	02/14/2019	203299	194	DIAMOND SAW SHOP IN	SUPPLIES -PARKS	16820	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	25.74	25.74
Total 16820:										25.74	25.74

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02/19	02/14/2019	203300	7293	DIG IT CONSTRUCTION	INCREASE 2017 WATER MAIN P	020719	2	7114-430-49-44	CONSTRUCTION SERVICES	31,936.37	31,936.37
Total 020719:										31,936.37	31,936.37
02/19	02/14/2019	203301	7293	DIG IT CONSTRUCTION	INCREASE 2017 WATER MAIN P	013019	1	7114-430-49-44	CONSTRUCTION SERVICES	346,785.15	346,785.15
Total 013019:										346,785.15	346,785.15
02/19	02/14/2019	203302	9563		REFUND WATER DEPOSIT	10427300002	1	7110-2228-000	DEPOSITS-CUSTOMER	22.78	22.78
02/19	02/14/2019	203302	9563		REFUND GAS DEPOSIT	10427300002	2	7401-2228-000	DEPOSITS-CUSTOMER	175.00	175.00
Total 10427300002:										197.78	197.78
02/19	02/14/2019	203303	238	FASTENAL COMPANY	SUPPLIES-WATER	CASUS79600	1	7110-430-42-46	SUPPLIES - SAFETY ITEMS	64.38	64.38
Total CASUS79600:										64.38	64.38
02/19	02/14/2019	203303	238	FASTENAL COMPANY	SUPPLIES- FD	CASUS79640	1	1000-422-10-46	SUPPLIES-GENERAL	53.25	53.25
Total CASUS79640:										53.25	53.25
02/19	02/14/2019	203303	238	FASTENAL COMPANY	SUPPLIES- FD	CASUS79654	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	101.78	101.78
Total CASUS79654:										101.78	101.78
02/19	02/14/2019	203304	241	FEATHER PUBLISHING C	ADVERTISMENT	1401489	1	2007-431-26-45	ADVERTISING	154.35	154.35
Total 1401489:										154.35	154.35
02/19	02/14/2019	203304	241	FEATHER PUBLISHING C	ADVERTISMENT	1403176	1	2007-431-26-45	ADVERTISING	154.35	154.35
Total 1403176:										154.35	154.35
02/19	02/14/2019	203304	241	FEATHER PUBLISHING C	ADVERTISMENT	1452032	1	2007-431-26-45	ADVERTISING	544.80	544.80
Total 1452032:										544.80	544.80
02/19	02/14/2019	203304	241	FEATHER PUBLISHING C	ADVERTISMENT	1453037	1	2007-431-26-45	ADVERTISING	544.80	544.80

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Total 1453037:										544.80	544.80
02/19	02/14/2019	203304	241	FEATHER PUBLISHING C	PUBLISH MEMBERS RECRUIT	1503176	1	8402-413-30-45	ADVERTISING	80.60	80.60
Total 1503176:										80.60	80.60
02/19	02/14/2019	203305	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	970143A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 970143A:										117.00	117.00
02/19	02/14/2019	203306	257	FOREST OFFICE EQUIP	SUPPLIES-PARKS	12250	1	1000-452-20-46	SUPPLIES-GENERAL	17.16	17.16
Total 12250:										17.16	17.16
02/19	02/14/2019	203306	257	FOREST OFFICE EQUIP	KYOCERA COPIER -PW	AR3209	1	7620-430-10-43	TECHNICAL SVCS	425.05	425.05
Total AR3209:										425.05	425.05
02/19	02/14/2019	203306	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	AR3210	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	84.00	84.00
Total AR3210:										84.00	84.00
02/19	02/14/2019	203307	265	FRONTIER	257-1000 DSL SERVICE	1000 020519	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
02/19	02/14/2019	203307	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 020519	2	7110-430-42-45	COMMUNICATIONS	24.15	24.15
02/19	02/14/2019	203307	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 020519	3	7401-430-62-45	COMMUNICATIONS	24.15	24.15
02/19	02/14/2019	203307	265	FRONTIER	257-1000 ADMIN FAX	1000 020519	4	1000-413-20-45	COMMUNICATIONS	1.10	1.10
02/19	02/14/2019	203307	265	FRONTIER	257-1000 CITY CLERK FAX	1000 020519	5	1000-411-40-45	COMMUNICATIONS	1.10	1.10
02/19	02/14/2019	203307	265	FRONTIER	257-1000 ADMIN	1000 020519	6	1000-413-20-45	COMMUNICATIONS	3.87	3.87
02/19	02/14/2019	203307	265	FRONTIER	257-1000 CITY CLERK	1000 020519	7	1000-411-40-45	COMMUNICATIONS	2.95	2.95
02/19	02/14/2019	203307	265	FRONTIER	257-1000 FINANCE	1000 020519	8	1000-415-10-45	COMMUNICATIONS	2.95	2.95
02/19	02/14/2019	203307	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 020519	9	1000-419-10-45	COMMUNICATIONS	2.95	2.95
02/19	02/14/2019	203307	265	FRONTIER	257-1000 CITY HALL	1000 020519	10	1000-417-10-45	COMMUNICATIONS	252.39	252.39
Total 1000 020519:										460.61	460.61
02/19	02/14/2019	203307	265	FRONTIER	257-1033-PARKS	1033 020519	1	1000-452-20-45	COMMUNICATIONS	242.08	242.08

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Total 1033 020519:										242.08	242.08
02/19	02/14/2019	203307	265	FRONTIER	257-2520 GOLF COURSE	2520 020119	1	7530-451-52-45	COMMUNICATIONS	321.12	321.12
Total 2520 020119:										321.12	321.12
02/19	02/14/2019	203307	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 020519	1	1000-417-10-45	COMMUNICATIONS	69.29	69.29
Total 2960 020519:										69.29	69.29
02/19	02/14/2019	203307	265	FRONTIER	257-7098 NATURAL GAS	7098 020119	1	7401-430-62-45	COMMUNICATIONS	83.98	83.98
Total 7098 020119:										83.98	83.98
02/19	02/14/2019	203308	7600		REFUND WATER OVERPAYME	10520250005	1	9999-1001-001	CASH CLEARING - UTILITIES	97.97	97.97
02/19	02/14/2019	203308	7600		REFUND GAS OVERPAYMENT	10520250005	2	9999-1001-001	CASH CLEARING - UTILITIES	118.65	118.65
Total 10520250005:										216.62	216.62
02/19	02/14/2019	203309	9345	KASL CONSULTING ENGI	PROFESSIONAL SERVICES 8/1	18289	1	2007-431-26-43	PROFESSIONAL SERVICES	1,076.49	1,076.49
Total 18289:										1,076.49	1,076.49
02/19	02/14/2019	203310	374	L N CURTIS & SONS	EQUIPMENT-FD	INV253287	1	1007-422-10-47	MACHINERY AND EQUIPMENT	1,496.14	1,496.14
Total INV253287:										1,496.14	1,496.14
02/19	02/14/2019	203310	374	L N CURTIS & SONS	EQUIPMENT-FD	INV255058	1	1007-422-10-47	MACHINERY AND EQUIPMENT	202.70	202.70
Total INV255058:										202.70	202.70
02/19	02/14/2019	203311	389	LASSEN CO AUDITOR	INSURANCE PAYMENT FOR LA	021119	1	8402-413-30-45	INSURANCE-LIABILITY	1,000.00	1,000.00
Total 021119:										1,000.00	1,000.00
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	CREDIT-PARKS	307621	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	3.21-	3.21-

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Total 307621:										3.21-	3.21-
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	314249	1	1000-452-20-46	SUPPLIES-GENERAL	6.10	6.10
Total 314249:										6.10	6.10
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	316592	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	31.49	31.49
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	316592	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	31.49	31.49
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	316592	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	31.49	31.49
Total 316592:										94.47	94.47
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-FD	316879	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	25.34	25.34
Total 316879:										25.34	25.34
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-FD	317091	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	27.56	27.56
Total 317091:										27.56	27.56
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	317110	1	7401-430-62-46	SUPPLIES-GENERAL	49.91	49.91
Total 317110:										49.91	49.91
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	317121	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	107.79	107.79
Total 317121:										107.79	107.79
02/19	02/14/2019	203312	411	LASSEN MOTOR PARTS	SUPPLIES-FD	317266	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	33.70	33.70
Total 317266:										33.70	33.70
02/19	02/14/2019	203313	1102	LASSEN PC	BACKUP LICENSE-FIRE	22293	1	1000-422-10-43	TECHNICAL SVCS	82.49	82.49
Total 22293:										82.49	82.49
02/19	02/14/2019	203314	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	95632	1	1000-452-20-44	DISPOSAL	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 95632:										1.71	1.71
02/19	02/14/2019	203314	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	95653	1	1000-452-20-44	DISPOSAL	1.89	1.89
Total 95653:										1.89	1.89
02/19	02/14/2019	203315	413	LASSEN TIRE	4 TIRE MOUNTS #73-GAS	50583	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	937.45	937.45
Total 50583:										937.45	937.45
02/19	02/14/2019	203316	1321	LAW OFFICES OF GREG	PROFESSIONAL SERVICES-AP	13684	1	7620-430-11-43	PROFESSIONAL SERVICES	40.00	40.00
Total 13684:										40.00	40.00
02/19	02/14/2019	203317	437	LMUD	SOUTH ST - PW OFFICE	14590 012919	1	7620-430-10-46	ELECTRICITY	890.98	890.98
Total 14590 012919:										890.98	890.98
02/19	02/14/2019	203317	437	LMUD	CADY SPRINGS	26784 012919	1	7110-430-42-46	ELECTRICITY	62.53	62.53
Total 26784 012919:										62.53	62.53
02/19	02/14/2019	203317	437	LMUD	RICHMOND RD BRIDGE	35094 012919	1	2007-431-60-46	ELECTRICITY	249.35	249.35
Total 35094 012919:										249.35	249.35
02/19	02/14/2019	203317	437	LMUD	720 SOUTH EMULSION TANK-P	38646 012919	1	7620-430-10-46	ELECTRICITY	20.00	20.00
Total 38646 012919:										20.00	20.00
02/19	02/14/2019	203317	437	LMUD	SOUTH ST & WEST END- STRE	416924	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416924:										15.01	15.01
02/19	02/14/2019	203317	437	LMUD	RICHMOND RD & PEARL CR- S	416984 012919	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416984 012919:										15.01	15.01

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
02/19	02/14/2019	203317	437	LMUD	ORCHARD STREET LIGHTS	418802 012919	1	2007-431-60-46	ELECTRICITY	9.16	9.16
Total 418802 012919:										9.16	9.16
02/19	02/14/2019	203317	437	LMUD	RIVERSIDE DR. & RIVER ST. LI	418824 012919	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 418824 012919:										15.01	15.01
02/19	02/14/2019	203317	437	LMUD	RIVERSIDE DR. & LAUREL STR	418833 012919	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 418833 012919:										15.01	15.01
02/19	02/14/2019	203317	437	LMUD	SPRING RIDGE BOOSTER	55754 012919	1	7110-430-42-46	ELECTRICITY	204.27	204.27
Total 55754 012919:										204.27	204.27
02/19	02/14/2019	203317	437	LMUD	GEO PUMP #2	9503 012919	1	7301-430-52-46	ELECTRICITY	32.47	32.47
Total 9503 012919:										32.47	32.47
02/19	02/14/2019	203317	437	LMUD	HOSPITAL LN-GEO	9963 012919	1	7301-430-52-46	ELECTRICITY	20.00	20.00
Total 9963 012919:										20.00	20.00
02/19	02/14/2019	203318	9560		REFUND GAS DEPOSIT	10306901023	1	7401-2228-000	DEPOSITS-CUSTOMER	188.94	188.94
Total 10306901023:										188.94	188.94
02/19	02/14/2019	203319	452	MARTIN SECURITY SYST	720 SOUTH ST SECURITY- PW	032504	1	7620-430-10-43	TECHNICAL SVCS	40.00	40.00
Total 032504:										40.00	40.00
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-102488	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	31.43	31.43
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102488	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	31.43	31.43
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-102488	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	31.43	31.43
Total 52-102488:										94.29	94.29
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-102491	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	67.92	67.92

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
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-102491	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	67.92	67.92
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-102491	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	67.92	67.92
Total 52-102491:										203.76	203.76
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	CREDIT- STREETS	52-102555	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.73-	11.73-
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	CREDIT- WATER	52-102555	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	11.73-	11.73-
02/19	02/14/2019	203320	9493	NATIONAL AUTO PARTS	CREDIT- GAS	52-102555	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	11.74-	11.74-
Total 52-102555:										35.20-	35.20-
02/19	02/14/2019	203321	9564		REFUND GAS DEPOSIT	10425550024	1	7401-2228-000	DEPOSITS-CUSTOMER	144.19	144.19
Total 10425550024:										144.19	144.19
02/19	02/14/2019	203322	516	NFPA	SUBSCRIPTION 1YR- FD	7301814X	1	1000-422-10-48	DUES AND MEMBERSHIPS	1,121.22	1,121.22
02/19	02/14/2019	203322	516	NFPA	SUBSCRIPTION 1YR-FD	7301814X	2	1000-1430-105	PREPAID - OTHER	373.78	373.78
Total 7301814X:										1,495.00	1,495.00
02/19	02/14/2019	203323	824	OFFICE DEPOT	OFFICE SUPPLIES	265179285001	1	1000-413-20-46	SUPPLIES-GENERAL	85.48	85.48
Total 265179285001:										85.48	85.48
02/19	02/14/2019	203324	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	909588	1	7401-430-62-43	TECHNICAL SVCS	63.89	63.89
02/19	02/14/2019	203324	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	909588	2	7110-430-42-43	TECHNICAL SVCS	63.89	63.89
Total 909588:										127.78	127.78
02/19	02/14/2019	203325	546	PAYLESS BUILDING SUP	CREDIT-PD	2501755	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	12.48-	12.48-
Total 2501755:										12.48-	12.48-
02/19	02/14/2019	203325	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2502744	1	2007-431-20-46	SUPPLIES-GENERAL	10.12	10.12
Total 2502744:										10.12	10.12
02/19	02/14/2019	203325	546	PAYLESS BUILDING SUP	SUPPLIES-WATER	2502833	1	7110-430-42-46	SUPPLIES-GENERAL	27.39	27.39

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
	Total 2502833:									27.39	27.39
02/19	02/14/2019	203325	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2503061	1	2007-431-20-46	SUPPLIES-GENERAL	5.06	5.06
	Total 2503061:									5.06	5.06
02/19	02/14/2019	203326	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	4482919	1	1000-422-10-46	SUPPLIES-JANITORIAL	17.15	17.15
	Total 4482919:									17.15	17.15
02/19	02/14/2019	203326	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	4483147	1	1000-422-10-46	SUPPLIES-JANITORIAL	21.44	21.44
	Total 4483147:									21.44	21.44
02/19	02/14/2019	203326	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	4489495	1	1000-422-10-46	SUPPLIES-JANITORIAL	31.09	31.09
	Total 4489495:									31.09	31.09
02/19	02/14/2019	203326	572	QUILL CORPORATION	OFFICE SUPPLIES	4748550	1	1000-415-10-46	SUPPLIES-GENERAL	200.85	200.85
	Total 4748550:									200.85	200.85
02/19	02/14/2019	203326	572	QUILL CORPORATION	OFFICE SUPPLIES	4759175	1	1000-415-10-46	SUPPLIES-GENERAL	13.93	13.93
	Total 4759175:									13.93	13.93
02/19	02/14/2019	203326	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	4936484	1	1000-422-10-47	FURNITURE AND FIXTURES	107.24	107.24
	Total 4936484:									107.24	107.24
02/19	02/14/2019	203327	582	RAY MORGAN CO INC	BASE RATE CHARGE	2400007	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	318.64	318.64
02/19	02/14/2019	203327	582	RAY MORGAN CO INC	BASE RATE CHARGE-PD	2400007	2	1000-421-10-44	RENT & LEASES EQUIP & VEHI	159.32	159.32
	Total 2400007:									477.96	477.96
02/19	02/14/2019	203328	1296	RENTAL GUYS	EQUIPMENT RENTAL-PAKRS	696029-5	1	1000-452-20-47	MACHINERY AND EQUIPMENT	640.79	640.79

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 696029-5:										640.79	640.79
02/19	02/14/2019	203329	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	51009	1	7620-430-10-46	SUPPLIES-GENERAL	34.65	34.65
Total 51009:										34.65	34.65
02/19	02/14/2019	203330	794	SIRCHIE FINGERPRINT	INVESTIGATION SUPPLIES-PD	0384474	1	1000-421-10-45	INVESTIGATIVE FUNDS	83.21	83.21
Total 0384474:										83.21	83.21
02/19	02/14/2019	203331	872	SLAKEY BROTHERS INC.	SUPPLIES-GAS	11272491-00	1	7401-430-62-46	SUPPLIES-GENERAL	115.48	115.48
Total 11272491-00:										115.48	115.48
02/19	02/14/2019	203332	1265	SUSANVILLE PAINT CEN	SUPPLIES-PARKS	10002654	1	1000-452-20-46	SUPPLIES-GENERAL	9.62	9.62
Total 10002654:										9.62	9.62
02/19	02/14/2019	203333	9337	SWRCB-DWOCP	CERTIFICATE RENEWAL R. BR	020619	1	7110-430-42-48	DUES AND MEMBERSHIPS	90.00	90.00
Total 020619:										90.00	90.00
02/19	02/14/2019	203334	9295	TAMCO CAPITAL CORP	COMMUNICATION- PD	5005822136	1	1000-421-10-45	COMMUNICATIONS	312.10	312.10
Total 5005822136:										312.10	312.10
02/19	02/14/2019	203334	9295	TAMCO CAPITAL CORP	COMMUNICATAIONS-FD	5005866384	1	1000-422-10-45	COMMUNICATIONS	262.77	262.77
Total 5005866384:										262.77	262.77
02/19	02/14/2019	203335	749	VERIZON WIRELESS	CELLULAR PHONES - FD	9823282551	1	1000-422-10-45	COMMUNICATIONS	266.07	266.07
Total 9823282551:										266.07	266.07
02/19	02/14/2019	203336	9565		REFUND GAS OVERPAYMENT	10408340102	1	9999-1001-001	CASH CLEARING - UTILITIES	90.74	90.74
Total 10408340102:										90.74	90.74

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
02/19	02/14/2019	203337	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67732455	1	7401-430-62-46	SUPPLIES-GENERAL	268.48	268.48
Total 67732455:										268.48	268.48
02/19	02/14/2019	203337	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67741801	1	7110-430-42-46	SUPPLIES-GENERAL	210.72	210.72
Total 67741801:										210.72	210.72
02/19	02/14/2019	203337	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67742991	1	7110-430-42-46	SUPPLIES-GENERAL	290.79	290.79
Total 67742991:										290.79	290.79
02/19	02/14/2019	203337	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67745653	1	7110-430-42-46	SUPPLIES-GENERAL	55.85	55.85
Total 67745653:										55.85	55.85
02/19	02/14/2019	203337	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67745952	1	7110-430-42-46	SUPPLIES-GENERAL	46.18	46.18
Total 67745952:										46.18	46.18
02/19	02/14/2019	203337	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67747132	1	7401-430-62-46	SUPPLIES-GENERAL	182.01	182.01
Total 67747132:										182.01	182.01
02/19	02/14/2019	203337	770	WESTERN NEVADA SUP	SUPPLIES-WATER	677478483	1	7110-430-42-46	SUPPLIES-GENERAL	110.26	110.26
Total 677478483:										110.26	110.26
02/19	02/14/2019	203338	9561		REFUND GAS DEPOSIT	10432320217	1	7401-2228-000	DEPOSITS-CUSTOMER	28.22	28.22
Total 10432320217:										28.22	28.22
Grand Totals:										409,483.16	409,483.16

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
02/19	02/15/2019	203340	728	U S POSTMASTER	UB BILLING GAS	021519	1	7401-430-62-46	POSTAGE	406.97	406.97
02/19	02/15/2019	203340	728	U S POSTMASTER	UB BILLING WATER	021519	2	7110-430-42-46	POSTAGE	789.99	789.99
Total 021519:										1,196.96	1,196.96
Grand Totals:										1,196.96	1,196.96

AGENDA ITEM NO. 9B

Reviewed by: City Administrator

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

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider waiver of fees for Lassen County Chamber of Commerce Annual Main Cruise Classic Car Show N' Shine on Saturday, June 29, 2019 and authorization for the Chamber to serve alcohol during the event.

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: The Lassen County Chamber of Commerce (LCCC) hosts an annual Main Street Cruise that has traditionally been located on Main Street in Uptown Susanville. The LCCC requested that the event be held at Memorial Park the past three years and it proved to be successful.

The cars would, again, be showcased in Memorial Park, and the Chamber will work with City staff to mark and flag the areas of the park that will need to be avoided when parking the cars for display.

The LCCC will be selling alcoholic beverages as part of the event and will obtain a permit to sell alcoholic beverages from the Department of Alcoholic Beverage Control (ABC). A letter of authorization from the City is required as part of the application process through the ABC. The Chamber will be responsible for obtaining the license.

In addition, the Chamber has requested a fee waiver for use of Memorial Park, the ball field and bandstand area for the event.

FISCAL IMPACT: Unrealized revenue in the amount of $151.00

ACTION REQUESTED: Motion to approve the waiving of park fees ($151.00) and selling of alcoholic beverages.

ATTACHMENTS: Chamber of Commerce Letter of Request

Lassen County Chamber of Commerce
Business Leadership Since 1888
PO Box 338 • 1516 Main Street • Susanville, CA 96130 • (530) 257-4323 • Fax: (530) 251-2561
www.lassencountychamber.org

February 20, 2019

Heidi Whitlock
66 North Lassen Street
Susanville, CA 96130

Dear Ms. Whitlock,

The Lassen County Chamber of Commerce will be coordinating the Annual Main Cruise Classic Car Show n' Shine on Saturday, June 29, 2019. As we have done in past years, we would like to hold the car show in Memorial Park and request the use of the entire park from 8am to 8pm.

We also request the fees be waived again for use of the park and for permission to serve alcoholic beverages during the event.

Should you have any questions please don't hesitate to contact me at 257-4323.

Respectfully Submitted,

Patricia Hagata
Executive Director

AGENDA ITEM NO. 9C

Reviewed by: City Administrator

_X_Motion only
____Public Hearing
____Resolution
____Ordinance
____Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Purchase of Hangar #2 at the Susanville Municipal Airport

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: As part of the agreement between the City of Susanville and those currently owning hangars at the Susanville Municipal Airport, the City has first right of refusal when a current owner decides to sell his/her hangar. At this time, David Burr, owner of Hangar #2, submitted their official notice of intent to sell said hangar for the price of $35,000.

FISCAL IMPACT: $35,000 if purchased.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: Official intent to sell from David Burr

RECEIVED
FEB 19 2019
BY:

David L. Burr

504 S. Illinois Street / Anaheim, California 92805-4422 / (805)479-4126

February 15, 2019

City of Susanville

To whom it may concern,

The hangar on Lot #2 at the Susanville Airport is currently owned by the Clark Burr Family Trust. It is our intention to sell the hangar soon, within the next month or so. We have an interested party who has made us an offer of $35,000. Based on previous communication from the City, we are making you aware of this, in case the City wants to exercise first right of refusal on this sale.

Please let me know at your earliest convenience if you wish to make a counter offer. If I do not hear from you by March 1,2019, I will proceed with the sale as planned. Please feel free to contact me directly at the address and/or phone number in the letterhead, above, or through Bernard Barnetche who is acting as my agent in this transaction.

Thank you for your time and attention.

Sincerely,

David L. Burr

AGENDA ITEM NO. 9D

Reviewed by: ____ City Administrator

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

Submitted By: Deborah Savage, Finance Manager

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider **Resolution No. 19-5621,** adopting Updated Budget Process and Policies

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: At the City Council meeting held on February 20, 2019, the City Council gave direction to staff to bring back an amended Budget Process and Policies to include setting aside surplus funds from out of area fires in the Facilities and Equipment Reserve funds for police, fire and administrative services. In September of each fiscal year before the books are closed, any net revenues received for out of area fire responses that are remaining after all expenses have been accounted for, will be divided equally between police, fire and administrative services reserve funds. These funds are restricted by the City Council and can only be spent with council approval.

FISCAL IMPACT: None at this time.

ACTION REQUESTED: Motion to adopt Resolution No. 19-5621 Adopting Updated Budget Process and Policies

ATTACHMENTS: Resolution No. 19-5621
Exhibit "A" City of Susanville Budget Process and Policies

RESOLUTION NO. 19-5621
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE ADOPTING UPDATED BUDGET PROCESS AND POLICIES

WHEREAS, the City Council of the City of Susanville has formally adopted the budget process and policies for the City; and

WHEREAS, the City has reviewed these policies and updated them to include the next phases of the City's financial plan; and

WHEREAS, the proposed policies, attached hereto as Exhibit A, supersede any other policies previously adopted by the Council;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby adopts the budget process and policies, as set forth in Exhibit A.

Dated: March 6, 2019

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 19-5621 was adopted at a regular meeting of the City Council of the City of Susanville held on the 6th day of March, 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

_____
Jessica Ryan, City Attorney

Exhibit A

CITY OF SUSANVILLE
BUDGET PROCESS AND POLICIES
Amending Prior Policies Adopted by Resolution 18-5520

Budget Process

The budget process begins with the development of the budget calendar which provides those involved with a time frame for planning and preparing their budgets. There a two major components to the budget process: one is to forecast revenues and one is to project expenditures. The Finance Manager prepares the revenue forecast and the Department Heads, with Council direction in mind, prepare their expenditure requests. After all this information is compiled into one document, the City Administrator and the Finance Manager meet with all the Department Heads to discuss issues and needs to be addressed by the budget. After the City Administrator has made his final review and approval, the Finance Manager presents the projected budget to the City Council. This is done in a workshop format where the public is involved and further comments and recommendations are received from the Council and the public.

Upon completion of the hearings, and after all recommendations have been made, Council revises the Budget and then adopts it with a formal resolution. The Council also adopts by resolution the City's appropriations limit in conformance with California Constitution Article XIIIB.

Budget Amendment Process

The adopted budget can be amended at any regular Council Meeting.

During the course of the fiscal year, there may be occasion when the budget will need additional funds for a specific department or for a project (grant projects, etc.) that was unforeseen when the budget was prepared. The City Administrator must submit a request for a budget amendment to the City Council before the Finance Division can amend the budget and authorize additional expenditures.

In addition to specific departmental requested changes, the City Administrator and the Finance Manager normally review the budget at mid-year and ask Council to approve a revised mid-year budget. After review by the City Council, the amended budget is adopted in its entirety by resolution.

Even though only the City Council can adopt a budget and increase total appropriations, Department Heads are given some discretion to move budget amounts amount line items, as long as the changes do not increase the total budget approved for a specific fund. Department Heads send in writing their budget changes to the Finance Manager for approval. These budget changes will only be allowed for certain operating expenses but not for salaries, benefits and other fixed expenses. If necessary, the City Administrator is also given the discretion to move budget between departments within the General Fund.

Current Budget Policies

- Adopt a balanced budget by June 30 of each year.
- Approve operating expenditures not to exceed operating revenues.
- Approve and adopt the budget at the fund level.
- Review all fees and charges annually.
- Whenever possible, fees and charges are set for each utility at a level that fully support direct and indirect costs.
- All active funds, with the exception of agency funds (LAFCO, LCAPCD, etc.) are included in the budget due to the pooled cash system.
- Fund balances, in excess of the reserve requirement, may be used as a source of funds for non-recurring expenditures (one-time).
- Provide adequate maintenance and replacement to equipment and buildings.
- Mid-year or more frequent reviews shall be done to take action to bring the budget into balance if adjustments are need in the course of a fiscal period.
- Create and maintain reserves for all major funds (Natural Gas, Water, General Fund, etc.)
- The City will strive to maintain General Fund reserve equal to twenty percent (20%) of annual operating revenues.
- A cash amount equivalent to the reserve will be kept in a separate fund and the fund balance will be restricted. Use of this reserve will require City Council approval.
- Phase 1 – Each budget year the City will use 50% of the prior year audited actual General Fund surplus (when a surplus is available) towards funding the General Fund Reserve equal to 20% of General Fund annual operating revenue. 30% of net departmental savings (excluding payroll) for the Administrative Services, Police and Fire departments will be deposited into their respective facility and equipment funds to accrue year over year. The remaining surplus (when available) will remain in the General Fund Fund Balance.
- Phase 2 – Upon fully funding the General Fund Reserve Account, 50% of the net departmental savings (excluding payroll) for the Administrative Services, Police and Fire departments will be deposited into their respective facility and equipment funds to accrue year over year. 30% of the audited actual General Fund surplus (when available) will be used to pay down short and long term General Fund debt approved by the City Council and the remaining surplus (when available) will remain in the General Fund Fund Balance.
- Phase 3 – Upon repayment of all short and long term General Fund debt, 70% of net departmental savings (excluding payroll) for the Administrative Services, Police and Fire departments will be deposited into their respective facility and equipment funds to accrue year after year, and the remaining audited actual surplus (when a surplus is available) will remain in General Fund Fund Balance.
- At fiscal year-end, a review of the enterprise funds (Golf Course and Airport) will be performed and a budget amendment brought to the City Council to authorize a transfer of cash from the General Fund to remove any negative cash balances before the year is closed out.
- ***At fiscal year-end, a reconciliation of the out of area fires division will be performed to ensure that all expected revenues and expenses have been processed and any surplus revenues remaining after all expenses are paid, will be divided equally and***

transferred to the facility and equipment reserve funds for Administrative Services, Police and Fire.

- Maintain fiscal solvency (address cash flow concerns).
- City Administrator has discretion to move budget between departments within the General Fund.
- Department Heads may move budget among line items within a specific fund/department (with some restrictions).
- **A 4/5 vote of the City Council is required to bypass or amend any of the budget policies.**

Capital Improvement Budget

The capital improvement budget is approved and adopted at the beginning of a project for the length of the project and not for the fiscal year. Projects may have one or more funding sources. The Finance Manager will carry forward the budget available (original adopted budget less expenditures for the year) year after year, until the project is completed. It is not necessary to resubmit the budget request each fiscal year to the City Council because the project (resources and uses) has already been approved in its entirety. However, if there is a need for change orders (i.e. expenditure budget increase), departments must submit a request for a budget increase to the City Administrator who will prepare a budget amendment for City Council approval before the change orders are issued and commitments are made with vendors and contractors with the exception for projects where the City Administrator or Department Head has been given signing authority for change orders not to exceed an amount that will not require a budget increase. Department employees are also required to follow purchasing procedures established for the City. Under these procedures, the City requires that contracts with vendors be reviewed and approved by the City Attorney and signed by the Mayor (Government Code Section 40602). Ongoing maintenance or replacements of capital equipment are considered operating items (not capital improvements).

Primary Responsibilities

- City Council is responsible for approving and adopting an operating and capital improvements budget at the Fund Level.
- Department Heads or their designees are responsible for approving expenditures within their respective fund allocations.
- The Finance Division is responsible for collecting revenues and making payments for expenditures according to the adopted budget. Neither Finance nor the Department Heads are permitted to overspend their allocated budgets at the fund level.
- Finance staff monitors and controls expenditures through the use of the computerized accounting system.
- Departments have the responsibility for ascertaining the sufficiency of funds prior to making a purchase or entering into a contract or agreement.
- All contracts must be reviewed and approved by the City Attorney prior to execution.
- All contracts must be signed by the Mayor (Government Code Section 40602).
- Contracts cannot be signed until they are approved by the City Council.

AGENDA ITEM NO. 9E

Reviewed by: _____ City Administrator

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

Submitted by: Kevin Jones, Police Chief

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider **Resolution No. 19-5622,** approving Police vehicle purchase

PRESENTED BY: Kevin Jones, Police Chief

SUMMARY: The Police Department is seeking purchase a police vehicle. This vehicle will be replacing a 2012 Ford F-150 truck that was declared a complete loss by the McClarens company, a contractor of SCORE. In order to receive the settlement claim, the City must provide a purchase order or invoice of the replacement vehicle.

We are asking to purchase the vehicle from the Police Mitigation Fund. We will transfer cash from the Risk Management fund to cover the cost of the vehicle until the insurance settlement is received. The estimated settlement of vehicle is $22,561. The equipment will be reimbursed once an invoice or purchase order is provided, approximately $7,000. The cost of the new vehicle (not including equipment), is $27,662.09.

The entire amount of the vehicle purchase will be returned to the Risk Management Fund once the settlement claim is received. The purchase of the equipment is also anticipated to be covered by the insurance claim and will be used to reimburse the Police Mitigation fund for the purchase of the equipment, which a current balance of $13,063.

The vehicle is being purchased off the California Procurement/Department of General Services bidding contract, (#1-18-23-23B). The vendor of sale is Elk Grove Auto Group.

FISCAL IMPACT: Transfer from the Risk Management fund, $27,693 to the Police Mitigation Fund for purchase of the police vehicle and return of the funds upon receiving the insurance settlement.

ACTION REQUESTED: Motion to approve Resolution No. 19-5622, authorizing purchase of Police Vehicle from Elk Grove Auto Group in amount of $27,662.09 and authorizing the Finance Manager to increase the 2018-19 budget in the Risk Management Fund for the transfer ($27,663) and increase the Police Mitigation budget in the amount of $34,663 for the purchase of the vehicle and equipment.

ATTACHMENTS: Resolution No. 19-5622
Elk Grove Auto Group Quote

RESOLUTION NO. 19-5622
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE APPROVING PURCHASE OF POLICE VEHICLE

WHEREAS, City of Susanville Police Department has a need for an additional police vehicle; and

WHEREAS, funding from an insurance claim is made available to assist in that purchase and replacement; and

WHEREAS, the State of California Department of General Services provides a list of vendors who provide police vehicles through a competitive bidding process; and

WHEREAS, the purchase of a Dodge Charger Police Interceptor can be purchased by this program from Elk Grove Auto Group.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville approves the purchase of a Police Vehicle from Elk Grove Auto Group in the amount of $27,662.09.

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 6th day of March, 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Elk Grove Auto Group
Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

City of Susanville

Prepared For: Chief Kevin Jones

530.260.6026

[Fleet] 2019 Dodge Charger (LDDE48) Police RWD (10)

C.H.P. CONTRACT 1-18-23-14A F.O.B. SACRAMENTO

$24,924.00
75.00 options (see attached)
700.00 4 Doors and Roof Painted White
85.00 Doc Fee

$25,784.00
1,869.34 Sales Tax @ 7.25%
8.75 Tire Fee
~~750.00~~ ~~Delivery to Susanville~~

~~$28,412.09~~
$27662.09

ELK GROVE AUTO GROUP
8575 LAGUNA GROVE DRIVE
ELK GROVE, CA 95757

Elk Grove Auto Group
Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

[Fleet] 2019 Dodge Charger (LDDE48) Police RWD (10)

Standard Equipment

Mechanical

Engine: 3.6L V6 24V VVT (STD)

Transmission: 5-Speed Automatic (W5A580) (STD)

50 State Emissions

Transmission w/AUTOSTICK Sequential Shift Control

Rear-Wheel Drive

2.62 Axle Ratio

Engine Oil Cooler

220 Amp Alternator

800CCA Maintenance-Free Battery w/Run Down Protection

Police/Fire

Gas-Pressurized Front Shock Absorbers and Air Rear Shock Absorbers

Rear Auto-Leveling Suspension

Front Anti-Roll Bar and Rear HD Anti-Roll Bar

HD Suspension

Electric Power-Assist Steering

18.5 Gal. Fuel Tank

Dual Stainless Steel Exhaust

Short And Long Arm Front Suspension w/Coil Springs

Multi-Link Rear Suspension w/Coil Springs

4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

Exterior

Wheels: 18" x 7.5" Steel

Tires: P225/60R18 BSW Performance (STD)

Wheels w/Black Accents w/Chrome Hub Covers

Steel Spare Wheel

Full-Size Spare Tire Mounted Inside Under Cargo

Clearcoat Paint

Body-Colored Front Bumper

Body-Colored Rear Bumper

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Data Version: 7752. Data Updated: Feb 25, 2019 9:45:00 PM PST

Elk Grove Auto Group

Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

[Fleet] 2019 Dodge Charger (LDDE48) Police RWD (10)

Exterior

Black Side Windows Trim

Body-Colored Door Handles

Power Side Mirrors w/Manual Folding

Body Color Exterior Mirrors

Fixed Rear Window w/Defroster

Light Tinted Glass

Speed Sensitive Variable Intermittent Wipers w/Heated Jets

Galvanized Steel/Aluminum Panels

Black Grille

Trunk Rear Cargo Access

Fully Automatic Projector Beam Halogen Daytime Running Headlamps w/Delay-Off

Perimeter/Approach Lights

LED Brakelights

Laminated Glass

High Speed Engine Controller

Entertainment

Radio w/Seek-Scan, Clock, Speed Compensated Volume Control, Aux Audio Input Jack, Steering Wheel Controls and Uconnect External Memory Control

Radio: Uconnect 4 w/7" Display

6 Speakers

Streaming Audio

Window Grid Antenna

Uconnect w/Bluetooth Wireless Phone Connectivity

2 LCD Monitors In The Front

Interior

Power 6-Way Driver Seat

8-Way Driver Seat -inc: Manual Recline

4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement

Front Facing Rear Seat

Manual Tilt/Telescoping Steering Column

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Elk Grove Auto Group

Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

[Fleet] 2019 Dodge Charger (LDDE48) Police RWD (10)

Interior

Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Oil Temperature, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer

Power Rear Windows

Leather/Metal-Look Steering Wheel

Front Cupholder

Rear Cupholder

Compass

Proximity Key For Doors And Push Button Start

Valet Function

Power Fuel Flap Locking Type

Remote Keyless Entry w/Integrated Key Transmitter, 4 Door Curb/Courtesy, Illuminated Entry and Panic Button

Remote Releases -Inc: Power Cargo Access and Power Fuel

Cruise Control w/Steering Wheel Controls

Dual Zone Front Manual Air Conditioning

HVAC -inc: Underseat Ducts

Illuminated Locking Glove Box

Driver Foot Rest

Full Cloth Headliner

Vinyl Door Trim Insert

Interior Trim -inc: Chrome Interior Accents

Urethane Gear Shift Knob

Heavy Duty Cloth Bucket & Rear Bench Seats

Day-Night Rearview Mirror

Driver And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination, Driver And Passenger Auxiliary Mirror

Partial Floor Console, Mini Overhead Console w/Storage and 1 12V DC Power Outlet

Regular Dome Lighting

Full Vinyl/Rubber Floor Covering

Vinyl/Rubber Floor Trim

Underhood And Cargo Space Lights

FOB Controls -inc: Trunk/Hatch/Tailgate

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Data Version: 7752. Data Updated: Feb 25, 2019 9:45:00 PM PST.

Elk Grove Auto Group
Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

[Fleet] 2019 Dodge Charger (LDDE48) Police RWD (10)

Interior	
	Instrument Panel Bin, Driver / Passenger And Rear Door Bins
	Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
	Delayed Accessory Power
	Power Door Locks w/Autolock Feature
	Systems Monitor
	Redundant Digital Speedometer
	Trip Computer
	Outside Temp Gauge
	Digital/Analog Display
	Manual Anti-Whiplash Adjustable Front Head Restraints and Fixed Rear Head Restraints
	Sentry Key Engine Immobilizer
	Air Filtration
	1 12V DC Power Outlet
Safety-Mechanical	
	Electronic Stability Control (ESC) And Roll Stability Control (RSC)
	ABS And Driveline Traction Control
Safety-Exterior	
	Side Impact Beams
Safety-Interior	
	Dual Stage Driver And Passenger Seat-Mounted Side Airbags
	ParkSense Rear Parking Sensors
	Tire Specific Low Tire Pressure Warning
	Dual Stage Driver And Passenger Front Airbags
	Curtain 1st And 2nd Row Airbags
	Airbag Occupancy Sensor
	Driver Knee Airbag
	Rear Child Safety Locks
	Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
	ParkView Back-Up Camera

Selected Model and Options

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Elk Grove Auto Group

Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

[Fleet] 2019 Dodge Charger (LDDE48) Police RWD (10)

MODEL

CODE	MODEL
LDDE48	2019 Dodge Charger Police RWD

COLORS

CODE	DESCRIPTION
PX8	Pitch Black Clearcoat

CPOS PKG

CODE	DESCRIPTION
27A	Quick Order Package 27A -Inc: Engine: 3.6L V6 24V VVT, Transmission: 5-Speed Automatic (W5A580)

SEAT TYPE

CODE	DESCRIPTION
C8X9	Black, Heavy Duty Cloth Bucket & Rear Bench Seats

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	
CKD	Floor Carpet -Inc: Front & Rear Floor Mats	
CW6	Deactivate Rear Doors/Windows	$75.00
GXQ	Additional Non-Key Alike Fobs	
XDG	Passenger Side Ballistic Door Panel	
XDV	Drive Side Ballistic Door Panel	

ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION
DR3	220MM Rear Axle

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Data Version: 7752. Data Updated: Feb 25, 2019 9:45:00 PM PST.

Elk Grove Auto Group
Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

[Fleet] 2019 Dodge Charger (LDDE48) Police RWD (10)

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION
GUK	Power Heated Mirrors w/Man F/Away -inc: Exterior Mirrors w/Heating Element
LNA	Matching Right Spot Lamp
LNF	Black Left Spot Lamp
MSY	Delete Badge -inc: Dodge Grille Badge
XKN	Flex Fuel Vehicle

TRANSMISSION

CODE	DESCRIPTION
DGJ	Transmission: 5-Speed Automatic (W5A580) (STD)

ENGINE

CODE	DESCRIPTION
ERB	Engine: 3.6L V6 24V VVT (FFV)

PRIMARY PAINT

CODE	DESCRIPTION
PX8	Pitch Black Clearcoat

TIRES

CODE	DESCRIPTION
TWW	Tires: P225/60R18 BSW Performance (STD)

Options Total

$75.00

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Data Version: 7752. Data Updated: Feb 25, 2019 9:45:00 PM PST.

AGENDA ITEM NO. 12A

Reviewed by: City Administrator

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

Submitted By: Dan Newton, Public Works Director

Action Date: March 6, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider authorizing expenditure of City Council discretionary funds in support of the City of Susanville / Susanville Peace Officers Association K-9 Program.

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: Councilmembers Brian Moore, Mendy Schuster, and Brian Wilson, have requested that this item be placed on the agenda for consideration of authorizing the expenditure of city council discretionary funds in support of the City of Susanville / Susanville Peace Officers Association K-9 program.

The Susanville City Council adopted a civic contribution policy on September 5, 2018. Per the policy, each Councilmember is allocated $1,000.00 in discretionary funds. Discretionary disbursements are eligible for activities that provide a community benefit. Councilmembers Moore, Schuster, and Wilson have requested Council approval to dedicate $700.00 each from their respective discretionary funds in support of the K-9 program.

The Susanville Peace Officers Association will be receiving the funds and dedicating them to the start-up costs for the program. Police K-9 units provide a clear benefit to the community by providing an extra layer of safety for police officers, public outreach, engaging youth within the community, identification of drugs and/or explosives and many others.

FISCAL IMPACT: Civic contributions totaling $2,100. $700 from discretionary funds of Councilmembers Moore, Schuster and Wilson.

ACTION REQUESTED: Motion to approve civic contributions from discretionary allocation for K-9 Program in the amount of $700 each from Councilmembers Moore, Schuster, and Wilson, for a total of $2,100.

ATTACHMENTS: Civic Contribution Policy
Civic Contribution Budget

CITY OF SUSANVILLE CIVIC CONTRIBUTION POLICY

Discretionary Allocation Disbursements

1. Civic Contributions are defined as financial contributions to events, organizations, individuals, charities, and other activities that provide a benefit to the community.
2. Each City Council Member is allocated $1,000 per fiscal year to be used at their discretion for civic contributions, upon approval of the majority of the city council, as voted on in open session of a properly noticed city council meeting.
3. When a Council Member desires to disburse funds from their discretionary allocation, the Council Member will notify Administrative Staff to place the item on the Agenda for Council Approval.
4. Upon depletion of the Civic Contribution fund, additional civic contribution approvals will require a budget amendment and will be subject to a higher standard of review and justification.
5. Organizations within the community seeking civic contributions should reach out to Council Members first, then to the City Administrator. Requests for Civic Contributions during public comment of a city council meeting will be addressed in one of three ways:
    a. A Council Member may request, of Council, that the item be placed on a future agenda for disbursement from their discretionary allocation, if funds are available.
    b. Defer to requests to City Administrator for consideration in accordance with item 6.
    c. Council direction to place the item on a future agenda.
6. The City Administrator may place a civic contribution item on the Agenda for consideration by the entire City Council if the City Administrator finds that the item is of significant benefit to the public and the City Administrator can identify a funding source to accommodate the request.

Non-Discretionary Allocation Disbursements

1. Civic Contributions are defined as financial contributions to events, organizations, individuals, charities, and other activities that provide a benefit to the community.
2. Each year, as part of the budget preparation process, City Staff will contact recurrent recipients of civic contributions and solicit requests to be considered by City Council as part of the budget approval process.
3. Staff will attempt to accommodate all requests within the following guidelines for Non-Discretionary Disbursements.
    a. Annual Budget for Non-Discretionary Allocation Civic Contributions will be $5,000, unless otherwise approved by City Council.

b. The Junior Fishing Derby will have an annual budget of $1,000, unless otherwise approved by City Council; separate from the Non-Discretionary allocation. The $1,000 funding for the Derby will first be taken from the Recreation Roundup Account which holds the donations from utility customers who roundup their utility bills to help fund the fishing derby. If funding in this account is less than the $1,000 amount, the remaining funds will be taken from the budgeted line item

c. Organizations requesting funds for Non-Discretionary Allocation disbursements, must be a 501(c)(3) organization or a public agency.

4. Upon depletion of the Civic Contribution fund, additional civic contribution approvals will require a budget amendment and will be subject to a higher standard of review and justification.

5. Organizations within the community seeking civic contributions should reach out to City Council members first, then the City Administrator. Requests for Civic Contributions during public comment of a city council meeting will be addressed in one of three ways:

   a. A Council Member may request, of Council, that the item be placed on a future agenda for disbursement from the non-discretionary allocation budget, if funds are available.

   b. Defer to requests to City Administrator for consideration in accordance with item 6.

   c. Council direction to place the item on a future agenda.

6. The City Administrator may place a civic contribution item on the Agenda for consideration by the entire City Council if the City Administrator finds that the item is of significant benefit to the public and the City Administrator can identify a funding source to accommodate the request.

CITY OF SUSANVILLE
INCOME STATEMENT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

		BUDGET	YTD ACTUAL	% EXPENDED	ENCUMBRA	UNEXPENDED	% UNEXP.
	ECONOMIC OPPORTUNITY						
	CIVIC CONTRIBUTIONS						
1000-466-33-4596	CONTRIBUTIONS-JR FISHING DERBY	1,000.00	.00	.00	0	1,000.00	100.00
1000-466-33-4597	CONTRIBUTIONS-HONEY LAKE JPA	80,000.00	80,000.00	100.00	0	.00	.00
1000-466-33-4600	CIVIC CONTRIBUTIONS	5,000.00	.00	.00	0	5,000.00	100.00
1000-466-33-4601	DISCRETIONARY - MAYOR STAFFORD	1,000.00	300.00	30.00	0	700.00	70.00
1000-466-33-4602	DISCRETIONARY - MYR PROTEM JF	1,000.00	300.00	30.00	0	700.00	70.00
1000-466-33-4603	DISCRETIONARY - COUNCIMBR MS	1,000.00	300.00	30.00	0	700.00	70.00
1000-466-33-4604	DISCRETIONARY - COUNCIMBR BW	1,000.00	300.00	30.00	0	700.00	70.00
1000-466-33-4605	DISCRETIONARY - COUNCIMBR BM	1,000.00	300.00	30.00	0	700.00	70.00
	TOTAL CIVIC CONTRIBUTIONS	91,000.00	81,500.00	89.56	0	9,500.00	10.44
	TOTAL ECONOMIC OPPORTUNITY	91,000.00	81,500.00	89.56	0	9,500.00	10.44
	TOTAL FUND EXPENDITURES	91,000.00	81,500.00	89.56	0	9,500.00	10.44
	REVENUE OVER (UNDER) EXPENDITURES	(91,000.00)	(81,500.00)	(89.56)	0	(9,500.00)	(10.44)
	GRAND TOTAL REVENUE	.00	(91,376.74)	.00	0	91,376.74	.00
	GRAND TOTAL EXPENDITURES	(91,000.00)	(81,500.00)	(89.56)	0	(9,500.00)	(10.44)
	TOTAL NET REVENUE(EXPENDITURES)	(91,000.00)	(172,876.74)	(189.97)	0	81,876.74	89.97

AGENDA ITEM NO. 13A

Reviewed by: ___ City Administrator

___Motion only
___Public Hearing
___Resolution
___Ordinance
_X_Information

Submitted by: Rebecca Sanchez, Administrative Assistant

Action Date: March 6, 2019

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 October 25, 2018 through February 24, 2019.

FISCAL IMPACT: None

ACTION REQUESTED: Information only.

ATTACHMENTS: Susanville Fire Department Update.

SUSANVILLE FIRE DEPARTMENT
OCTOBER 25, 2018- FEBRUARY 24, 2019
UPDATE

PERSONNEL:

Currently the Susanville Fire Department is staffed with 9 Paid Staff (Fire Chief, Assistant Chief, 2 Captains, 2 Engineer, 2 Firefighter and Administrative Assistant). The volunteer organization currently has 26 volunteer members (1 Captain, 1 Lieutenant, 24 volunteers).

STATISTICS:

The fire department responded to 388 incidents, for a total of 1608 labor hours. Of those 388 incidents, 1 brush or mixture fire, 5 chimney or flue fires, 1 vehicle fires, 1 wildland vegetation fire, 239 medical assists, 7 motor vehicle accidents with injuries, 6 motor vehicle accidents with no injuries, 1 water search rescue, 1 hazardous condition, 17 gas leaks (natural gas or propane), and 3 power lines down. 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 9 different fires for a total of 6.58 labor hours

1. Chimney/ flue Fire, 345 Arnold Street, November 7, 2018, 3 personnel
2. Chimney/flue Fire, 1931 First Street, December 14, 2018, 4 personnel
3. Chimney/flue Fire, 740 Cameron Way, January 2, 2019, 2 personnel
4. Building Fire, 478-245 Lake Forest Drive, January 24, 2019, 3 personnel
5. Vehicle Fire, 2210 Main Street, January 25, 2019, 3 personnel
6. Brush Fire, 2610 Riverside Drive, January 31, 2019, 5 personnel
7. Chimney/flue Fire, 740 Valley Vista Way, February 6, 2019, 2 personnel
8. Grass Fire, Highway 139, February 20, 2019, 7 personnel
9. Special outside Fire, 2950 Main Street, February 23, 2019, 7 personnel

OUT OF AREA FIRES:

Our staff responded to 1 fires for a total of 211 labor hours

Camp Fire- Butte County November 8th with 3 personnel for a total of 211 labor hours

LOCAL OES:

On February 14, 2019 our Swift Water Team Responded to Adin, CA request by the Lassen County Sheriff's Office for a rescue/recovery.

LEXIPOL: Four new Lexipol updates: Fire Inspections, On-Duty Injuries, Adult Abuse, and Pre-Hospital Care Reports.

VOLUNTEERS:

Currently the fire department has 26 volunteer members (1 Captain, 1 Lieutenant, 24 volunteers) at this time we have 0 perspective applicants. The department continues to have dedicated volunteers who come in for extra training, as engine operators, driver training, and help assist building training props and rebuilding Little One. Also with attend community events, and provide coverage at the station due to multiple emergencies, traffic collusions, etc.

FACILITY:

Completed a work bench area for SCBA testing, and radio repair. Planning on repairing roof in early summer. LED lighting change over in the spring.

TRAINING:

1228 training hours were logged during this time. Of those 1228 training hours, 96 hours of Auto Extrication, 81 hours of Structure Fire Scenario (no fire), 77 in CPR renewal, 75 Haz-Mat Team Training, 72 in Hose, Nozzle and Appliances, 70 in Driver training, 69 in Fire Protection Water Systems, 67 in Self Contained Breathing Apparatus, The remaining hours were, SOP Review, Fire Fighter Safety, Rescue, Apparatus Maintenance and Repair, EMS Skills, Ladders, Hydrant Lays, and Advancing Hose Line. Upcoming training schedule consists of ventilation, ladders, and fire attack.

PREVENTION:

We conducted 57 Annual business inspections and 10 new business inspections, 15 re-inspections, and 2 non-scheduled inspections.

PUBLIC EDUCATION:

Provided Fire Extinguisher training for Monticola Club, and station tour for Dearheart Preschool.

APPARATUS MAINTENANCE:

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

- C-600 Replaced keyless pad and program
- E-621 replaced brake air lines, and rebuilt intake valve
- Old 3 overheating problem, replace thermostat and gasket, radiator hose leaking, replaced radiator hose and installed a temperature gauge
- Ownership of new Ford F250 as Utility 652

EVENTS

The Department participated in 2018 Safe and Sane Halloween. Camp Fire Rally with other inter agencies and KSUE raised over $65,000 all proceeds went to Paradise Rotary. Veteran's Day parade and 2018 Uptown Country Christmas parade. Also had firework coverage and road closure. Holiday with Hero in partnership with SPOA, we participated in Fill the boot, with Law Enforcement, EMS and Fire Agencies of Lassen County raising an estimated $24,000. Upcoming events in which Susanville Fire Department will participate is our 2018 Firefighter of the Year Dinner Banquet, and 2019 Children's Fair.