
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

SPECIAL MEETING ♦ Lassen County Fairgrounds ♦ Jensen Hall

March 25, 2020 * 3:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 20-5759

Next Ordinance No. 20-1024

- 1 **APPROVAL OF AGENDA:** (Additions and/or Deletions)
 - A Certification of Canvass of Votes by the County Clerk
 - B Consider **Resolution No. 20-5757** Declaring Election Results (General Municipal Election, March 3, 2020)
 - C Service Recognition
 - D Oath of Office — Certificates of Election: Councilmembers
 - E Reorganization of Council: Nomination of Mayor and Mayor pro tem

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

- 3 **CLOSED SESSION:**
 - A PUBLIC EMPLOYMENT – pursuant to Government Code Section §54957:
 1. City Administrator
 - B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8
 - Property: Roop’s Fort Complex – Museum
 - Agency Negotiator: Michael Wilson, City Administrator
 - Negotiating Parties: Susanville Historical Society
 - Under Negotiation: MOU Terms/Conditions

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

- 5 **BUSINESS FROM THE FLOOR:**

Members of the public may address the Council concerning any item **on the agenda** prior to or during consideration of that item. However, any matter 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 Consider Fee Waiver Request for Lassen County Chamber of Commerce Annual Main Cruise Classic Car Show N' Shine on Saturday, June 27, 2020 and authorization for the Chamber to serve alcohol during the event.
- B Consider Fee Waiver Request for Lassen Family Services' 7th annual Walk-a-Mile Event to be held on April 25, 2020.
- C Consider Appointment of Executive Officer for the Honey Lake Valley Recreation Authority
- D Consider Appointment of Air Pollution Control Officer for the Air Pollution Control District
- E Consider **Resolution No. 20-5754** accepting the City of Susanville's Single Audit Report for Fiscal Year ending June 30, 2019

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 206137 through 206196 for a total of \$402,046.72 including \$281,956.40 in payroll warrants
- B Consider **Resolution No. 20-5753** authorizing the execution of Cooperative Agreement for the Federal Excess Personal Property (FEPP) Program
- C Consider **Resolution No. 20-5758** supporting supporting declaration of Local Emergency in the City of Susanville relative to the Novel Coronavirus COVID-19
- D Consider **Resolution No. 20-5759** authorizing the enforcement of all Health Laws within the City of Susanville by the Lassen County Public Health Officer

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

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

12 **CONTINUING BUSINESS:**

- A Discussion regarding Community Garden
- B Discussion regarding Homelessness

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Update on COVID-19

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

15 ADJOURNMENT:

- The next regular City Council meeting will be held on April 1, 2020 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.


Kevin Stafford, Mayor

ATTEST:


Gwenna MacDonald, City Clerk

AFFIDAVIT OF MAILING NOTICE

I, the undersigned City Clerk of the City of Susanville, California do hereby certify that an original of the **NOTICE OF CALL OF SPECIAL MEETING, March 25, 2020 at 3:00 p.m.** was delivered to each and every person set forth on the list contained herein on the 23rd day of March, 2020. A copy of said Notice is attached hereto.

I declare under penalty of perjury that the foregoing is true and correct.

Dated at Susanville, California this 23rd day of March, 2020.


Gwenna MacDonald, City Clerk

| | |
|----------------|-----------------|
| Kevin Stafford | electronic mail |
| Joseph Franco | electronic mail |
| Mendy Schuster | electronic mail |
| Brian Moore | electronic mail |
| Brian Wilson | electronic mail |

Reviewed by: City Administrator

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: March 25, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 20-5757** a Resolution of the City Council of the City of Susanville reciting the fact of the General Municipal Election held on March 3, 2020 declaring the results and such other matters as provided by law

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: The City Council consolidated its election with the Lassen County Clerk/Recorder/Elections Office on March 3, 2020. The County Clerk has issued the certified canvass of the election results, and the results have been presented for the City Council's review. It is customary for the City Clerk to administer the Oaths of Office to those elected to serve. The new Councilmembers are seated, and the Council reorganizes by nomination of a Mayor and Mayor pro tem who are voted on by the City Council. The new Mayor has the opportunity to change the seating at the dais at this time.

Brian Wilson has submitted his resignation and will not be assuming the office of City Council. Pursuant to Election Code 1780, the City Council must declare a vacancy and post a Notice of Vacancy for 15 days before the Council makes an appointment to fill the vacancy. The person shall hold office until the next General Election. It is the recommendation of staff to schedule that appointment for the April 15, 2020 City Council meeting.

FISCAL IMPACT: Monthly stipend and participation in the City's health care program has been budgeted for 2019/2020.

ACTION REQUESTED: Motion to adopt Resolution No. 20-5757 a resolution of the City Council of the City of Susanville reciting the fact of the General Municipal Election held on March 3, 2020 declaring the results and such other matters as provided by law

ATTACHMENTS: Resolution No. 20-5757
Government Code 1780

RESOLUTION NO. 20-5757
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON
MARCH 3, 2020 DECLARING THE RESULT AND SUCH OTHER MATTERS
AS PROVIDED BY LAW

WHEREAS, a general municipal election was held and conducted in the City of Susanville on Tuesday, March 3, 2020 as required by law; and

WHEREAS, notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvassed and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the Lassen County Election Department canvassed the returns of the election and has certified the results to this City Council, the results are received, attached and made a part hereof as Exhibit A;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUSANVILLE DOES RESOLVE, DECLARE AND DETERMINE AND ORDER AS FOLLOWS:

Section 1: That the whole number of provisional votes and votes cast at the polling place is 3,181;

That the whole number of vote by mail cast in the City is 2,075;

That the whole number of votes cast in the City is 5,256.

Section 2: That the names of persons voted for at the election for Member of the City Council are as follows:

Rodney E. De Boer
Joseph Franco
Thomas Herrera
Quincy McCourt
Kevin Stafford
Brian Wilson

Section 3: That the number of votes given at each precinct and the number of votes given in the City to each of the persons above named for the respective offices for which the persons were candidates are as listed Exhibit A attached hereto. The total votes are as follows:

| Candidate | Polling | ABS | TOTAL |
|-----------------------|------------|------------|--------------|
| Brian Wilson | 686 | 410 | 1,096 |
| Kevin Stafford | 559 | 430 | 989 |
| Quincy McCourt | 617 | 364 | 981 |
| Thomas Herrera | 576 | 366 | 942 |
| Rodney E. De Boer | 425 | 296 | 721 |
| Joseph Franco | 302 | 190 | 492 |

| | | | |
|----------------|-------|-------|-------|
| Write-In Votes | 16 | 19 | 35 |
| Total: | 3,181 | 2,075 | 5,256 |

Section 4: The City Council does declare and determine as follows:

- That Brian Wilson was elected as Member of the City Council for the full term of four years.
- That Kevin Stafford was elected as Member of the City Council for the full term of four years.
- That Quincy McCourt was elected as Member of the City Council for the full term of four years.

Section 5: That the City Clerk shall enter on the records of the City of Susanville a statement of the result of the election showing the following:

- The whole number of votes cast in the City;
- The names of the persons voted for;
- For what office each person was voted for;
- The number of votes given at each precinct to each person;
- The total number of votes given to each person.

Section 6: That the City Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election signed by the City Clerk and authenticated that the City Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they have been elected.

Section 7: That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution Number 20-5757 was adopted at a special meeting of the City Council of the City of Susanville held on the 25th day of March, 2020 by the following vote:

AYES: :
NOES: :
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Election Summary Report
 March 3, 2020
 Presidential Primary Election
 Lassen County, CA
 Summary For Jurisdiction Wide, All Counters, CITY

Date:03/17/20
 Time:13:44:03
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Registered Voters 14046 - Cards Cast 2433 17.32% Num. Report Precinct 51 - Num. Reporting 51 100.00%

| CITY COUNCIL | | Total |
|-----------------------|--|-------------|
| Number of Precincts | | 20 |
| Precincts Reporting | | 20 100.0 % |
| Vote For | | 3 |
| Total Votes | | 5256 |
| THOMAS HERRERA | | 942 17.92% |
| BRIAN WILSON | | 1096 20.85% |
| JOSEPH FRANCO | | 492 9.36% |
| ROD DEBOER | | 721 13.72% |
| KEVIN STAFFORD | | 989 18.82% |
| QUINCY MCCOURT | | 981 18.66% |
| Write-in Votes | | 35 0.67% |

| MEAS N CITY SALES TAX | | Total |
|-----------------------|--|-------------|
| Number of Precincts | | 20 |
| Precincts Reporting | | 20 100.0 % |
| Vote For | | 1 |
| Total Votes | | 2388 |
| YES | | 1230 51.51% |
| NO | | 1158 48.49% |

Statement of Votes Cast
 March 3, 2020
 Presidential Primary Election
 Lassen County, CA

Date:03/17/20
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SOVC For Jurisdiction Wide, All Counters, CITY

| | TURN OUT | | |
|-------------------|----------------|---------------|--------------|
| | Reg. Voters | Cards Cast | % Turnout |
| Jurisdiction Wide | | | |
| CPI 110,111,112 | | | |
| Polling | 862 | 137 | 15.89% |
| MB | 862 | 0 | 0.00% |
| VBM (ABS) | 862 | 339 | 39.33% |
| Total | 862 | 476 | 55.22% |
| MB2 113 | | | |
| Polling | 110 | 67 | 60.91% |
| MB | 110 | 0 | 0.00% |
| VBM (ABS) | 110 | 0 | 0.00% |
| Total | 110 | 67 | 60.91% |
| MB3 116 | | | |
| Polling | 261 | 156 | 59.77% |
| MB | 261 | 0 | 0.00% |
| VBM (ABS) | 261 | 0 | 0.00% |
| Total | 261 | 156 | 59.77% |
| CP4 117 | | | |
| Polling | 891 | 108 | 12.12% |
| MB | 891 | 0 | 0.00% |
| VBM (ABS) | 891 | 459 | 51.52% |
| Total | 891 | 567 | 63.64% |
| CP5 118 | | | |
| Polling | 407 | 44 | 10.81% |
| MB | 407 | 0 | 0.00% |
| VBM (ABS) | 407 | 223 | 54.79% |
| Total | 407 | 267 | 65.60% |
| CPI9 119 | | | |
| Polling | 356 | 26 | 7.30% |
| MB | 356 | 0 | 0.00% |
| VBM (ABS) | 356 | 148 | 41.57% |
| Total | 356 | 174 | 48.88% |
| MB6 120 | | | |
| Polling | 151 | 106 | 70.20% |
| MB | 151 | 0 | 0.00% |
| VBM (ABS) | 151 | 0 | 0.00% |
| Total | 151 | 106 | 70.20% |
| MB42 201 | | | |
| Polling | 195 | 118 | 60.51% |
| MB | 195 | 0 | 0.00% |
| VBM (ABS) | 195 | 0 | 0.00% |
| Total | 195 | 118 | 60.51% |
| MB8 202 | | | |
| Polling | 181 | 115 | 63.54% |
| MB | 181 | 0 | 0.00% |
| VBM (ABS) | 181 | 0 | 0.00% |
| Total | 181 | 115 | 63.54% |
| MB10 210 | | | |
| Polling | 207 | 111 | 53.62% |
| MB | 207 | 0 | 0.00% |
| VBM (ABS) | 207 | 0 | 0.00% |
| Total | 207 | 111 | 53.62% |
| MB43 211 | | | |
| Polling | 216 | 106 | 49.07% |
| MB | 216 | 0 | 0.00% |
| VBM (ABS) | 216 | 0 | 0.00% |
| Total | 216 | 106 | 49.07% |
| MB44 212 | | | |

Statement of Votes Cast
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SOVC For Jurisdiction Wide, All Counters, CITY

| | TURN OUT | | |
|--------------|-------------|------------|-----------|
| | Reg. Voters | Cards Cast | % Turnout |
| Polling | 185 | 93 | 50.27% |
| MB | 185 | 0 | 0.00% |
| VBM (ABS) | 185 | 0 | 0.00% |
| Total | 185 | 93 | 50.27% |
| MB45 213 | | | |
| Polling | 184 | 76 | 41.30% |
| MB | 184 | 0 | 0.00% |
| VBM (ABS) | 184 | 0 | 0.00% |
| Total | 184 | 76 | 41.30% |
| MB46 214 | | | |
| Polling | 242 | 127 | 52.48% |
| MB | 242 | 0 | 0.00% |
| VBM (ABS) | 242 | 0 | 0.00% |
| Total | 242 | 127 | 52.48% |
| CP7 215 | | | |
| Polling | 297 | 28 | 9.43% |
| MB | 297 | 0 | 0.00% |
| VBM (ABS) | 297 | 105 | 35.35% |
| Total | 297 | 133 | 44.78% |
| MB47 216 | | | |
| Polling | 147 | 49 | 33.33% |
| MB | 147 | 0 | 0.00% |
| VBM (ABS) | 147 | 0 | 0.00% |
| Total | 147 | 49 | 33.33% |
| MB48 218 | | | |
| Polling | 79 | 37 | 46.84% |
| MB | 79 | 0 | 0.00% |
| VBM (ABS) | 79 | 0 | 0.00% |
| Total | 79 | 37 | 46.84% |
| MB49 219 | | | |
| Polling | 110 | 58 | 52.73% |
| MB | 110 | 0 | 0.00% |
| VBM (ABS) | 110 | 0 | 0.00% |
| Total | 110 | 58 | 52.73% |
| MB50 220 | | | |
| Polling | 204 | 109 | 53.43% |
| MB | 204 | 0 | 0.00% |
| VBM (ABS) | 204 | 0 | 0.00% |
| Total | 204 | 109 | 53.43% |
| MB22 221 | | | |
| Polling | 90 | 54 | 60.00% |
| MB | 90 | 0 | 0.00% |
| VBM (ABS) | 90 | 0 | 0.00% |
| Total | 90 | 54 | 60.00% |
| MB32 222,223 | | | |
| Polling | 111 | 50 | 45.05% |
| MB | 111 | 0 | 0.00% |
| VBM (ABS) | 111 | 0 | 0.00% |
| Total | 111 | 50 | 45.05% |
| CP11 301 | | | |
| Polling | 880 | 133 | 15.11% |
| MB | 880 | 0 | 0.00% |
| VBM (ABS) | 880 | 385 | 43.75% |
| Total | 880 | 518 | 58.86% |
| CP12 302,315 | | | |
| Polling | 1170 | 186 | 15.90% |
| MB | 1170 | 0 | 0.00% |

Statement of Votes Cast
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SOVC For Jurisdiction Wide, All Counters, CITY

| | TURN OUT | | |
|--------------|-------------|------------|-----------|
| | Reg. Voters | Cards Cast | % Turnout |
| VBM (ABS) | 1170 | 496 | 42.39% |
| Total | 1170 | 682 | 58.29% |
| CP13 303 | | | |
| Polling | 874 | 131 | 14.99% |
| MB | 874 | 0 | 0.00% |
| VBM (ABS) | 874 | 352 | 40.27% |
| Total | 874 | 483 | 55.26% |
| MB24 304 | | | |
| Polling | 64 | 32 | 50.00% |
| MB | 64 | 0 | 0.00% |
| VBM (ABS) | 64 | 0 | 0.00% |
| Total | 64 | 32 | 50.00% |
| MB14 305 | | | |
| Polling | 164 | 80 | 48.78% |
| MB | 164 | 0 | 0.00% |
| VBM (ABS) | 164 | 0 | 0.00% |
| Total | 164 | 80 | 48.78% |
| MB15 314 | | | |
| Polling | 230 | 140 | 60.87% |
| MB | 230 | 0 | 0.00% |
| VBM (ABS) | 230 | 0 | 0.00% |
| Total | 230 | 140 | 60.87% |
| MB31 406 | | | |
| Polling | 9 | 0 | 0.00% |
| MB | 9 | 0 | 0.00% |
| VBM (ABS) | 9 | 0 | 0.00% |
| Total | 9 | 0 | 0.00% |
| CP16 410,414 | | | |
| Polling | 463 | 93 | 20.09% |
| MB | 463 | 0 | 0.00% |
| VBM (ABS) | 463 | 219 | 47.30% |
| Total | 463 | 312 | 67.39% |
| MB33 411 | | | |
| Polling | 66 | 46 | 69.70% |
| MB | 66 | 0 | 0.00% |
| VBM (ABS) | 66 | 0 | 0.00% |
| Total | 66 | 46 | 69.70% |
| MB17 412 | | | |
| Polling | 233 | 164 | 70.39% |
| MB | 233 | 0 | 0.00% |
| VBM (ABS) | 233 | 0 | 0.00% |
| Total | 233 | 164 | 70.39% |
| MB25 413 | | | |
| Polling | 57 | 33 | 57.89% |
| MB | 57 | 0 | 0.00% |
| VBM (ABS) | 57 | 0 | 0.00% |
| Total | 57 | 33 | 57.89% |
| MB26 416 | | | |
| Polling | 79 | 58 | 73.42% |
| MB | 79 | 0 | 0.00% |
| VBM (ABS) | 79 | 0 | 0.00% |
| Total | 79 | 58 | 73.42% |
| CP18 417 | | | |
| Polling | 1036 | 110 | 10.62% |
| MB | 1036 | 0 | 0.00% |
| VBM (ABS) | 1036 | 413 | 39.86% |
| Total | 1036 | 523 | 50.48% |

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SOVC For Jurisdiction Wide, All Counters, CITY

| | TURN OUT | | |
|---------------|-------------|------------|-----------|
| | Reg. Voters | Cards Cast | % Turnout |
| MB51 419 | | | |
| Polling | 136 | 44 | 32.35% |
| MB | 136 | 0 | 0.00% |
| VBM (ABS) | 136 | 0 | 0.00% |
| Total | 136 | 44 | 32.35% |
| CP19 420, 422 | | | |
| Polling | 646 | 83 | 12.85% |
| MB | 646 | 0 | 0.00% |
| VBM (ABS) | 646 | 293 | 45.36% |
| Total | 646 | 376 | 58.20% |
| MB27 421 | | | |
| Polling | 85 | 32 | 37.65% |
| MB | 85 | 0 | 0.00% |
| VBM (ABS) | 85 | 0 | 0.00% |
| Total | 85 | 32 | 37.65% |
| CP20 501 | | | |
| Polling | 503 | 77 | 15.31% |
| MB | 503 | 0 | 0.00% |
| VBM (ABS) | 503 | 212 | 42.15% |
| Total | 503 | 289 | 57.46% |
| MB39 502 | | | |
| Polling | 181 | 95 | 52.49% |
| MB | 181 | 0 | 0.00% |
| VBM (ABS) | 181 | 0 | 0.00% |
| Total | 181 | 95 | 52.49% |
| MB40 503 | | | |
| Polling | 89 | 46 | 51.69% |
| MB | 89 | 0 | 0.00% |
| VBM (ABS) | 89 | 0 | 0.00% |
| Total | 89 | 46 | 51.69% |
| CP21 504 | | | |
| Polling | 353 | 34 | 9.63% |
| MB | 353 | 0 | 0.00% |
| VBM (ABS) | 353 | 103 | 29.18% |
| Total | 353 | 137 | 38.81% |
| MB36 505 | | | |
| Polling | 162 | 60 | 37.04% |
| MB | 162 | 0 | 0.00% |
| VBM (ABS) | 162 | 0 | 0.00% |
| Total | 162 | 60 | 37.04% |
| MB37 506 | | | |
| Polling | 221 | 90 | 40.72% |
| MB | 221 | 0 | 0.00% |
| VBM (ABS) | 221 | 0 | 0.00% |
| Total | 221 | 90 | 40.72% |
| CP23 507 | | | |
| Polling | 437 | 82 | 18.76% |
| MB | 437 | 0 | 0.00% |
| VBM (ABS) | 437 | 151 | 34.55% |
| Total | 437 | 233 | 53.32% |
| MB38 508 | | | |
| Polling | 89 | 27 | 30.34% |
| MB | 89 | 0 | 0.00% |
| VBM (ABS) | 89 | 0 | 0.00% |
| Total | 89 | 27 | 30.34% |
| MB34 509 | | | |
| Polling | 46 | 21 | 45.65% |

Statement of Votes Cast
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SOVC For Jurisdiction Wide, All Counters, CITY

| | TURN OUT | | |
|-----------|-------------|------------|-----------|
| | Reg. Voters | Cards Cast | % Turnout |
| MB | 46 | 0 | 0.00% |
| VBM (ABS) | 46 | 0 | 0.00% |
| Total | 46 | 21 | 45.65% |
| MB28 510 | | | |
| Polling | 58 | 34 | 58.62% |
| MB | 58 | 0 | 0.00% |
| VBM (ABS) | 58 | 0 | 0.00% |
| Total | 58 | 34 | 58.62% |
| MB29 511 | | | |
| Polling | 23 | 13 | 56.52% |
| MB | 23 | 0 | 0.00% |
| VBM (ABS) | 23 | 0 | 0.00% |
| Total | 23 | 13 | 56.52% |
| MB35 512 | | | |
| Polling | 2 | 1 | 50.00% |
| MB | 2 | 0 | 0.00% |
| VBM (ABS) | 2 | 0 | 0.00% |
| Total | 2 | 1 | 50.00% |
| MB41 513 | | | |
| Polling | 153 | 103 | 67.32% |
| MB | 153 | 0 | 0.00% |
| VBM (ABS) | 153 | 0 | 0.00% |
| Total | 153 | 103 | 67.32% |
| MB30 517 | | | |
| Polling | 51 | 41 | 80.39% |
| MB | 51 | 0 | 0.00% |
| VBM (ABS) | 51 | 0 | 0.00% |
| Total | 51 | 41 | 80.39% |
| Total | | | |
| Polling | 14046 | 3864 | 27.51% |
| VBM (ABS) | 14046 | 3898 | 27.75% |
| MB | 14046 | 0 | 0.00% |
| Total | 14046 | 7762 | 55.26% |

Statement of Votes Cast
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 Presidential Primary Election
 Lassen County, CA
 SOVC For Jurisdiction Wide, All Counters, CITY

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| | CITY COUNCIL | | | | | | | | | |
|-------------------|--------------|----------|-------------|----------------|--------------|---------------|------------|----------------|--|--|
| | Reg. Voters | Vote For | Total Votes | THOMAS HERRERA | BRIAN WILSON | JOSEPH FRANCO | ROD DEBOER | KEVIN STAFFORD | | |
| Jurisdiction Wide | | | | | | | | | | |
| Polling | 356 | 3 | 56 | 8 14.29% | 13 23.21% | 6 10.71% | 7 12.50% | 10 17.86% | | |
| MB | 356 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 356 | 3 | 306 | 45 14.71% | 64 20.92% | 29 9.48% | 55 17.97% | 60 19.61% | | |
| Total | 356 | 9 | 362 | 53 14.64% | 77 21.27% | 35 9.67% | 62 17.13% | 70 19.34% | | |
| Polling | 195 | 3 | 261 | 51 19.54% | 59 22.61% | 22 8.43% | 36 13.79% | 40 15.33% | | |
| MB | 195 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 195 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 195 | 9 | 261 | 51 19.54% | 59 22.61% | 22 8.43% | 36 13.79% | 40 15.33% | | |
| Polling | 181 | 3 | 261 | 55 21.07% | 52 19.92% | 26 9.96% | 32 12.26% | 43 16.48% | | |
| MB | 181 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 181 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 181 | 9 | 261 | 55 21.07% | 52 19.92% | 26 9.96% | 32 12.26% | 43 16.48% | | |
| Polling | 207 | 3 | 241 | 52 21.58% | 47 19.50% | 28 11.62% | 25 10.37% | 39 16.18% | | |
| MB | 207 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 207 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 207 | 9 | 241 | 52 21.58% | 47 19.50% | 28 11.62% | 25 10.37% | 39 16.18% | | |
| Polling | 216 | 3 | 228 | 37 16.23% | 41 17.98% | 18 7.89% | 37 16.23% | 46 20.18% | | |
| MB | 216 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 216 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 216 | 9 | 228 | 37 16.23% | 41 17.98% | 18 7.89% | 37 16.23% | 46 20.18% | | |
| Polling | 185 | 3 | 186 | 35 18.82% | 38 20.43% | 24 12.90% | 26 13.98% | 28 15.05% | | |
| MB | 185 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 185 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 185 | 9 | 186 | 35 18.82% | 38 20.43% | 24 12.90% | 26 13.98% | 28 15.05% | | |
| Polling | 184 | 3 | 162 | 25 15.43% | 37 22.84% | 10 6.17% | 21 12.96% | 31 19.14% | | |
| MB | 184 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 184 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 184 | 9 | 162 | 25 15.43% | 37 22.84% | 10 6.17% | 21 12.96% | 31 19.14% | | |
| Polling | 242 | 3 | 250 | 47 18.80% | 46 18.40% | 20 8.00% | 33 13.20% | 47 18.80% | | |
| MB | 242 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 242 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 242 | 9 | 250 | 47 18.80% | 46 18.40% | 20 8.00% | 33 13.20% | 47 18.80% | | |
| Polling | 297 | 3 | 63 | 10 15.87% | 13 20.63% | 8 12.70% | 4 6.35% | 13 20.63% | | |
| MB | 297 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 297 | 3 | 223 | 33 14.80% | 50 22.42% | 23 10.31% | 26 11.66% | 43 19.28% | | |
| Total | 297 | 9 | 286 | 43 15.03% | 63 22.03% | 31 10.84% | 30 10.49% | 56 19.58% | | |
| Polling | 147 | 3 | 102 | 25 24.51% | 22 21.57% | 10 9.80% | 10 9.80% | 17 16.67% | | |
| MB | 147 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 147 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 147 | 9 | 102 | 25 24.51% | 22 21.57% | 10 9.80% | 10 9.80% | 17 16.67% | | |
| Polling | 79 | 3 | 72 | 17 23.61% | 15 20.83% | 4 5.56% | 9 12.50% | 11 15.28% | | |
| MB | 79 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 79 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 79 | 9 | 72 | 17 23.61% | 15 20.83% | 4 5.56% | 9 12.50% | 11 15.28% | | |
| Polling | 110 | 3 | 119 | 20 16.81% | 38 31.93% | 10 8.40% | 19 15.97% | 13 10.92% | | |
| MB | 110 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 110 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 110 | 9 | 119 | 20 16.81% | 38 31.93% | 10 8.40% | 19 15.97% | 13 10.92% | | |
| Polling | 204 | 3 | 226 | 35 15.49% | 57 25.22% | 31 13.72% | 29 12.83% | 36 15.93% | | |
| MB | 204 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 204 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 204 | 9 | 226 | 35 15.49% | 57 25.22% | 31 13.72% | 29 12.83% | 36 15.93% | | |
| Polling | 90 | 3 | 128 | 30 23.44% | 24 18.75% | 9 7.03% | 17 13.28% | 17 13.28% | | |
| MB | 90 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| VBM (ABS) | 90 | 3 | 0 | 0 - | 0 - | 0 - | 0 - | 0 - | | |
| Total | 90 | 9 | 128 | 30 23.44% | 24 18.75% | 9 7.03% | 17 13.28% | 17 13.28% | | |

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| | CITY COUNCIL | | | | | | | | | | | | |
|--------------|--------------|----------|-------------|----------------|--------|--------------|--------|---------------|--------|------------|--------|----------------|--------|
| | Reg. Voters | Vote For | Total Votes | THOMAS HERRERA | | BRIAN WILSON | | JOSEPH FRANCO | | ROD DEBOER | | KEVIN STAFFORD | |
| MB32 222,223 | | | | | | | | | | | | | |
| Polling | 111 | 3 | 124 | 18 | 14.52% | 25 | 20.16% | 10 | 8.06% | 20 | 16.13% | 26 | 20.97% |
| MB | 111 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| VBM (ABS) | 111 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| Total | 111 | 9 | 124 | 18 | 14.52% | 25 | 20.16% | 10 | 8.06% | 20 | 16.13% | 26 | 20.97% |
| MB14 305 | | | | | | | | | | | | | |
| Polling | 164 | 3 | 168 | 25 | 14.88% | 45 | 26.79% | 13 | 7.74% | 27 | 16.07% | 30 | 17.86% |
| MB | 164 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| VBM (ABS) | 164 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| Total | 164 | 9 | 168 | 25 | 14.88% | 45 | 26.79% | 13 | 7.74% | 27 | 16.07% | 30 | 17.86% |
| MB31 406 | | | | | | | | | | | | | |
| Polling | 9 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| MB | 9 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| VBM (ABS) | 9 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| Total | 9 | 9 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| CP18 417 | | | | | | | | | | | | | |
| Polling | 1036 | 3 | 260 | 42 | 16.15% | 53 | 20.38% | 23 | 8.85% | 38 | 14.62% | 54 | 20.77% |
| MB | 1036 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| VBM (ABS) | 1036 | 3 | 886 | 165 | 18.62% | 170 | 19.19% | 77 | 8.69% | 122 | 13.77% | 188 | 21.22% |
| Total | 1036 | 9 | 1146 | 207 | 18.06% | 223 | 19.46% | 100 | 8.73% | 160 | 13.96% | 242 | 21.12% |
| MB51 419 | | | | | | | | | | | | | |
| Polling | 136 | 3 | 90 | 15 | 16.67% | 23 | 25.56% | 11 | 12.22% | 10 | 11.11% | 13 | 14.44% |
| MB | 136 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| VBM (ABS) | 136 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| Total | 136 | 9 | 90 | 15 | 16.67% | 23 | 25.56% | 11 | 12.22% | 10 | 11.11% | 13 | 14.44% |
| CP19 420,422 | | | | | | | | | | | | | |
| Polling | 646 | 3 | 184 | 29 | 15.76% | 38 | 20.65% | 19 | 10.33% | 25 | 13.59% | 45 | 24.46% |
| MB | 646 | 3 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| VBM (ABS) | 646 | 3 | 660 | 123 | 18.64% | 126 | 19.09% | 61 | 9.24% | 93 | 14.09% | 139 | 21.06% |
| Total | 646 | 9 | 844 | 152 | 18.01% | 164 | 19.43% | 80 | 9.48% | 118 | 13.98% | 184 | 21.80% |
| Total | | | | | | | | | | | | | |
| Polling | 4795 | 60 | 3181 | 576 | 18.11% | 686 | 21.57% | 302 | 9.49% | 425 | 13.36% | 559 | 17.57% |
| VBM (ABS) | 4795 | 60 | 2075 | 366 | 17.64% | 410 | 19.76% | 190 | 9.16% | 296 | 14.27% | 430 | 20.72% |
| MB | 4795 | 60 | 0 | 0 | - | 0 | - | 0 | - | 0 | - | 0 | - |
| Total | 4795 | 180 | 5256 | 942 | 17.92% | 1096 | 20.85% | 492 | 9.36% | 721 | 13.72% | 989 | 18.82% |

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| | CITY COUNCIL | | | |
|-------------------|-------------------|--------|----------------|-------|
| | QUINCY MCCOURT | | Write-In Votes | |
| Jurisdiction Wide | | | | |
| Polling | 11 | 19.64% | 1 | 1.79% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 51 | 16.67% | 2 | 0.65% |
| Total | 62 | 17.13% | 3 | 0.83% |
| Polling | 50 | 19.16% | 3 | 1.15% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 50 | 19.16% | 3 | 1.15% |
| Polling | 53 | 20.31% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 53 | 20.31% | 0 | 0.00% |
| Polling | 50 | 20.75% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 50 | 20.75% | 0 | 0.00% |
| Polling | 46 | 20.18% | 3 | 1.32% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 46 | 20.18% | 3 | 1.32% |
| Polling | 35 | 18.82% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 35 | 18.82% | 0 | 0.00% |
| Polling | 36 | 22.22% | 2 | 1.23% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 36 | 22.22% | 2 | 1.23% |
| Polling | 57 | 22.80% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 57 | 22.80% | 0 | 0.00% |
| Polling | 15 | 23.81% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 46 | 20.63% | 2 | 0.90% |
| Total | 61 | 21.33% | 2 | 0.70% |
| Polling | 18 | 17.65% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 18 | 17.65% | 0 | 0.00% |
| Polling | 16 | 22.22% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 16 | 22.22% | 0 | 0.00% |
| Polling | 19 | 15.97% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 19 | 15.97% | 0 | 0.00% |
| Polling | 38 | 16.81% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 38 | 16.81% | 0 | 0.00% |
| Polling | 31 | 24.22% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 31 | 24.22% | 0 | 0.00% |

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| | CITY COUNCIL | | | |
|---------------|-------------------|--------|----------------|-------|
| | QUINCY MCCOURT | | Write-In Votes | |
| MB32 222,223 | | | | |
| Polling | 23 | 18.55% | 2 | 1.61% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 23 | 18.55% | 2 | 1.61% |
| MB14 305 | | | | |
| Polling | 27 | 16.07% | 1 | 0.60% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 27 | 16.07% | 1 | 0.60% |
| MB31 406 | | | | |
| Polling | 0 | - | 0 | - |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 0 | - | 0 | - |
| CP18 417 | | | | |
| Polling | 48 | 18.46% | 2 | 0.77% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 158 | 17.83% | 6 | 0.68% |
| Total | 206 | 17.98% | 8 | 0.70% |
| MB51 419 | | | | |
| Polling | 16 | 17.78% | 2 | 2.22% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 0 | - | 0 | - |
| Total | 16 | 17.78% | 2 | 2.22% |
| CP19 420, 422 | | | | |
| Polling | 28 | 15.22% | 0 | 0.00% |
| MB | 0 | - | 0 | - |
| VBM (ABS) | 109 | 16.52% | 9 | 1.36% |
| Total | 137 | 16.23% | 9 | 1.07% |
| Total | | | | |
| Polling | 617 | 19.40% | 16 | 0.50% |
| VBM (ABS) | 364 | 17.54% | 19 | 0.92% |
| MB | 0 | - | 0 | - |
| Total | 981 | 18.66% | 35 | 0.67% |

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SOVC For Jurisdiction Wide, All Counters, CITY

| | | MEAS N CITY SALES TAX | | | | | |
|-------------------|--|-----------------------|----------|----------------|-----|--------|-----------|
| | | Reg: Voters | Vote For | Total Votes | YES | | NO |
| Jurisdiction Wide | | | | | | | |
| Polling | | 356 | 1 | 26 | 15 | 57.69% | 11 42.31% |
| MB | | 356 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 356 | 1 | 146 | 68 | 46.58% | 78 53.42% |
| Total | | 356 | 3 | 172 | 83 | 48.26% | 89 51.74% |
| Polling | | 195 | 1 | 113 | 61 | 53.98% | 52 46.02% |
| MB | | 195 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 195 | 1 | 0 | 0 | - | 0 - |
| Total | | 195 | 3 | 113 | 61 | 53.98% | 52 46.02% |
| Polling | | 181 | 1 | 115 | 69 | 60.00% | 46 40.00% |
| MB | | 181 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 181 | 1 | 0 | 0 | - | 0 - |
| Total | | 181 | 3 | 115 | 69 | 60.00% | 46 40.00% |
| Polling | | 207 | 1 | 110 | 59 | 53.64% | 51 46.36% |
| MB | | 207 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 207 | 1 | 0 | 0 | - | 0 - |
| Total | | 207 | 3 | 110 | 59 | 53.64% | 51 46.36% |
| Polling | | 216 | 1 | 101 | 48 | 47.52% | 53 52.48% |
| MB | | 216 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 216 | 1 | 0 | 0 | - | 0 - |
| Total | | 216 | 3 | 101 | 48 | 47.52% | 53 52.48% |
| Polling | | 185 | 1 | 89 | 45 | 50.56% | 44 49.44% |
| MB | | 185 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 185 | 1 | 0 | 0 | - | 0 - |
| Total | | 185 | 3 | 89 | 45 | 50.56% | 44 49.44% |
| Polling | | 184 | 1 | 75 | 40 | 53.33% | 35 46.67% |
| MB | | 184 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 184 | 1 | 0 | 0 | - | 0 - |
| Total | | 184 | 3 | 75 | 40 | 53.33% | 35 46.67% |
| Polling | | 242 | 1 | 126 | 66 | 52.38% | 60 47.62% |
| MB | | 242 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 242 | 1 | 0 | 0 | - | 0 - |
| Total | | 242 | 3 | 126 | 66 | 52.38% | 60 47.62% |
| Polling | | 297 | 1 | 28 | 12 | 42.86% | 16 57.14% |
| MB | | 297 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 297 | 1 | 104 | 41 | 39.42% | 63 60.58% |
| Total | | 297 | 3 | 132 | 53 | 40.15% | 79 59.85% |
| Polling | | 147 | 1 | 49 | 25 | 51.02% | 24 48.98% |
| MB | | 147 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 147 | 1 | 0 | 0 | - | 0 - |
| Total | | 147 | 3 | 49 | 25 | 51.02% | 24 48.98% |
| Polling | | 79 | 1 | 36 | 19 | 52.78% | 17 47.22% |
| MB | | 79 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 79 | 1 | 0 | 0 | - | 0 - |
| Total | | 79 | 3 | 36 | 19 | 52.78% | 17 47.22% |
| Polling | | 110 | 1 | 58 | 30 | 51.72% | 28 48.28% |
| MB | | 110 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 110 | 1 | 0 | 0 | - | 0 - |
| Total | | 110 | 3 | 58 | 30 | 51.72% | 28 48.28% |
| Polling | | 204 | 1 | 107 | 46 | 42.99% | 61 57.01% |
| MB | | 204 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 204 | 1 | 0 | 0 | - | 0 - |
| Total | | 204 | 3 | 107 | 46 | 42.99% | 61 57.01% |
| Polling | | 90 | 1 | 54 | 31 | 57.41% | 23 42.59% |
| MB | | 90 | 1 | 0 | 0 | - | 0 - |
| VBM (ABS) | | 90 | 1 | 0 | 0 | - | 0 - |
| Total | | 90 | 3 | 54 | 31 | 57.41% | 23 42.59% |

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| MEAS N CITY SALES TAX | | | | | | | |
|-----------------------|----------------|----------|----------------|------|--------|------|--------|
| | Reg. Voters | Vote For | Total Votes | YES | | NO | |
| MB32 222,223 | | | | | | | |
| Polling | 111 | 1 | 50 | 23 | 46.00% | 27 | 54.00% |
| MB | 111 | 1 | 0 | 0 | - | 0 | - |
| VBM (ABS) | 111 | 1 | 0 | 0 | - | 0 | - |
| Total | 111 | 3 | 50 | 23 | 46.00% | 27 | 54.00% |
| MB14 305 | | | | | | | |
| Polling | 164 | 1 | 77 | 40 | 51.95% | 37 | 48.05% |
| MB | 164 | 1 | 0 | 0 | - | 0 | - |
| VBM (ABS) | 164 | 1 | 0 | 0 | - | 0 | - |
| Total | 164 | 3 | 77 | 40 | 51.95% | 37 | 48.05% |
| MB31 406 | | | | | | | |
| Polling | 9 | 1 | 0 | 0 | - | 0 | - |
| MB | 9 | 1 | 0 | 0 | - | 0 | - |
| VBM (ABS) | 9 | 1 | 0 | 0 | - | 0 | - |
| Total | 9 | 3 | 0 | 0 | - | 0 | - |
| CP18 417 | | | | | | | |
| Polling | 1036 | 1 | 110 | 58 | 52.73% | 52 | 47.27% |
| MB | 1036 | 1 | 0 | 0 | - | 0 | - |
| VBM (ABS) | 1036 | 1 | 403 | 207 | 51.36% | 196 | 48.64% |
| Total | 1036 | 3 | 513 | 265 | 51.66% | 248 | 48.34% |
| MB51 419 | | | | | | | |
| Polling | 136 | 1 | 44 | 23 | 52.27% | 21 | 47.73% |
| MB | 136 | 1 | 0 | 0 | - | 0 | - |
| VBM (ABS) | 136 | 1 | 0 | 0 | - | 0 | - |
| Total | 136 | 3 | 44 | 23 | 52.27% | 21 | 47.73% |
| CP19 420, 422 | | | | | | | |
| Polling | 646 | 1 | 81 | 41 | 50.62% | 40 | 49.38% |
| MB | 646 | 1 | 0 | 0 | - | 0 | - |
| VBM (ABS) | 646 | 1 | 286 | 163 | 56.99% | 123 | 43.01% |
| Total | 646 | 3 | 367 | 204 | 55.59% | 163 | 44.41% |
| Total | | | | | | | |
| Polling | 4795 | 20 | 1449 | 751 | 51.83% | 698 | 48.17% |
| VBM (ABS) | 4795 | 20 | 939 | 479 | 51.01% | 460 | 48.99% |
| MB | 4795 | 20 | 0 | 0 | - | 0 | - |
| Total | 4795 | 60 | 2388 | 1230 | 51.51% | 1158 | 48.49% |



State of California

GOVERNMENT CODE

Section 1780

1780. (a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled pursuant to this section.

(b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

(c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).

(d) (1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

(2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(e) (1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(f) (1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board

is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the city council or board of supervisors calls the election.

(g) (1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(h) (1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.

(2) The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.

(3) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(4) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(5) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of

Division 1 of the Elections Code that is held 130 or more days after the date the city council or board of supervisors calls the election.

(Amended by Stats. 2007, Ch. 343, Sec. 4. Effective January 1, 2008.)

Reviewed by:  City Administrator

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

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: March 18, 2020

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 27, 2020 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 four 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



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

February 24, 2020

Alicia Cordova
Accounting Technician I
66 North Lassen Street
Susanville, CA 96130

Dear Ms. Cordova,

The Lassen County Chamber of Commerce will be coordinating the Annual Main Cruise Classic Car Show n' Shine on Saturday, June 27, 2020. 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 respectfully also request the fees be waived 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

Reviewed by:  City Administrator

AGENDA ITEM NO. 6B

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Fee Waiver Request for Lassen Family Services' 7th annual Walk-a-Mile Event to be held on April 25, 2020.

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: Lassen Family Services (LFS) is sponsoring their Annual Walk-a-Mile event scheduled for Saturday, April 25, 2020. This will be the 7th year for the event to commemorate April being both child abuse and sexual assault awareness month. Opening ceremonies will be held on the Community Center lawn at 10:00 a.m. and, after the walk, the public is invited to visit informational booths and participate in the activities available in Memorial Park.

Lassen Family Services has requested a fee waiver for the use of Memorial Park (\$59), event stage (\$47) and the use fee and deposit on the electrical panel (\$20 for use and \$100 deposit) on April 25, 2020, totaling a fee waiver of \$226.

FISCAL IMPACT: Fee Waiver for use of Park, Stage, and Panel - \$226.00

ACTION

REQUESTED: Motion to approve fee waiver request of \$226.00 in support of the Lassen Family Services' 7th annual Walk-a-Mile event.

ATTACHMENTS: Letter of request submitted by Lassen Family Services, Inc.

Lassen family services

P.O. Box 710 • 1306 Riverside Drive • Susanville, CA 96130

February 21, 2020

City of Susanville
Department of Public Works
720 South Street
Susanville, CA 96130

Re: Request for Fee Waiver for Lassen Family Services

Dear City of Susanville,

On April 25, 2020 Lassen Family Services, Inc. will be hosting their 7th annual "Walk a Mile in Their Shoes" event. The event is centered on outreach and fundraising. Lassen Family Services hosts this awareness walk to commemorate April being both child abuse and sexual assault awareness month. Opening ceremonies will be held at the lawn of the Community Center at 10:00 am. After the awareness walk, the public is invited to visit informational booths and participate in the activities available in Memorial Park.

Lassen Family Services, Inc. would like to request the waiver of the \$226.00 fee for the use of the area for the day. The fee waiver request includes the use of Memorial Park (\$59.00), the event stage (\$47.00) and the electrical panel (\$20.00) and the \$100.00 deposit.

Thank you for your consideration and your continued support of Lassen Family Services, Inc. and our mission.

Respectfully,



Carla Dollar
Executive Assistant
Lassen Family Services, Inc.
lfsadmin@lassenfamilyservices.org
(530) 257-5459

Reviewed by:  City Administrator

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

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Appointment of Executive Officer for the Honey Lake Valley Recreation Authority.

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: The City Council, on March 4, 2020, was presented with the need to appoint a new Executive Officer to the Honey Lake Valley Recreation Authority (HLVRA) in closed session due to the current Executive Officer resigning his position.

The Council agreed to appoint Heidi Whitlock to the Executive Officer position pending the approval/acceptance of the HLVRA Board. The HLVRA Board met in a special meeting on March 11, 2020 and accepted the appointment.

The City provides Managerial, Administrative and Operational staff for the Authority as outlined in the agreement with the Authority.

FISCAL IMPACT: Costs to perform duties directly billed and reimbursed by HLVRA.

ACTION REQUESTED: Motion to appoint Heidi Whitlock to the Executive Officer position for the HLVRA.

ATTACHMENTS: None.

Reviewed by:  City Administrator

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

Submitted By: Daniel Gibbs, Acting Public Works Director

Action Date: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Appointment of Air Pollution control Officer for the Lassen County Air Pollution Control District.

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: The City Council, on March 4, 2020, was presented with the need to appoint a new Air Pollution Control Officer (APCO) to the Lassen County Air Pollution Control District (LCAPCD) in closed session due to the current Executive Officer resigning his position.

The Council agreed to appoint Erik Edholm to the APCO position pending the approval/acceptance of the LCAPCD Board. The LCAPCD Board met in a special meeting on March 10, 2020 and accepted the appointment.

Responsibilities and tasks are provided for the District through staffing provided by the City's Public Works Department under an agreement with the District.

FISCAL IMPACT: Costs to perform duties directly billed and reimbursed by LCAPCD.

ACTION REQUESTED: Motion to appoint Erik Edholm to the Air Pollution Control Officer position for the LCAPCD.

ATTACHMENTS: None.

AGENDA ITEM NO. 6E

Reviewed by:



City Administrator
Finance

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Deborah Savage, Finance Manager

Action Date: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 20-5754** Accepting the City of Susanville's Single Audit Report for Fiscal Year Ending June 30, 2019

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: As a recipient of federal funding, the City of Susanville is required to have a Single Audit performed if our federal expenditures reach \$750,000 or more in a fiscal year. The City was audited for compliance requirements described in the OMB Circular A-133 in the areas of internal controls, compliance with requirements of laws, regulations, contracts and grants applicable to its federal programs.

The firm of Van Lant and Fankhanel has completed the single audit and I am pleased to report that we have received an unmodified opinion on this audit.

FISCAL IMPACT: As a recipient of federal funds, the City is required to have a single audit performed by an independent certified public accountant. Without this special audit, the City would be ineligible for federal funding.

ACTION REQUESTED: Consider **Resolution No. 20-5754**, Accepting the City of Susanville's Single Audit for the fiscal year ended June 30, 2019

ATTACHMENTS: City of Susanville Single Audit for fiscal year ended June 30, 2019
Resolution No. 20-5754

RESOLUTION NO. 20-5754
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
ACCEPTING THE SINGLE AUDIT REPORT FOR THE CITY OF SUSANVILLE
FOR THE FISCAL YEAR ENDED
JUNE 30, 2019

WHEREAS, the City of Susanville is required to have a single audit performed when federal expenditures exceed \$750,000 in a fiscal year; and

WHEREAS, Van Lant and Fankhanel, CPAs, have performed the audit and submitted a Single Audit Report for the City of Susanville for the Fiscal Year Ended June 30, 2019, incorporated herein by reference;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the Single Audit Report for the fiscal year ended June 30, 2019 is hereby accepted for the City of Susanville.

Dated: March 18, 2020

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 20-5754 was adopted at a regular meeting of the City Council of the City of Susanville held on the 18th day of March, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

CITY OF SUSANVILLE

**Single Audit Report on
Federal Award Programs**

June 30, 2019

CITY OF SUSANVILLE
SINGLE AUDIT REPORT ON FEDERAL AWARD PROGRAMS
Year Ended June 30, 2019

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**Independent Auditor's Report on Internal Control over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

City Council
City of Susanville
Susanville, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the City of Susanville (City), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 19, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be

material weaknesses or significant deficiencies and therefore, material weaknesses may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Van Lant + Fankhanel, LLP

December 19, 2019



**Independent Auditor's Report on Compliance for Each Major Federal Program;
Report on Internal Control Over Compliance; and Report on the Schedule
of Expenditures of Federal Awards Required by Uniform Guidance**

City Council
City of Susanville
Susanville, California

Report on Compliance for Each Major Federal Program

We have audited the City of Susanville's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2019. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Van Lant & Fankhanel, LLP
25901 Kellogg Street
Loma Linda, CA 92354

909.856.6879

Opinion on Each Major Federal Program

In our opinion, the City of Susanville complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, of the City of Susanville, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the

City's basic financial statements. We issued our report thereon dated December 19, 2019, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Van Lant + Fankhanel, LLP

March 10, 2020

CITY OF SUSANVILLE
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2019

| Federal Grantor/Pass-Through Grantor/Program or Cluster Title | Federal CFDA Number | Program Identification Number | Program Expenditures |
|---|---------------------------|-------------------------------------|-------------------------|
| <i>Department of Housing and Urban Development</i> | | | |
| <i>Passed through the California Department of Housing and Community Development:</i> | | | |
| <i>CDBG - Entitlement Grants Cluster</i> | | | |
| Community Development Block Grant | 14.218 | 16-CDBG-11146 | \$ 118,700 |
| HOME Investment Partnership Program | 14.239 | 98-HOME-0291;01-HOME-0531 | 16,734 |
| <i>Total Department of Housing and Urban Development</i> | | | <u>135,434</u> |
| <i>Department of Justice</i> | | | |
| <i>Passed through the California Department of Justice</i> | | | |
| Recovery Act - State and Local Law Enforcement Assistance Program | 16.809 | PA-CAE-0516 | 14,865 |
| <i>Total Department of Justice</i> | | | <u>14,865</u> |
| <i>Department of Transportation</i> | | | |
| <i>Direct Assistance</i> | | | |
| Airport Improvement Program | 20.106 | 03-06-0251-016-2016 | 8,956 |
| <i>Passed through the California Department of Transportation:</i> | | | |
| Transportation Infrastructure Finance and Innovation Act | 20.223 | RPSTPL-5116(016) | 1,585,535 |
| Transportation Infrastructure Finance and Innovation Act | 20.223 | RPSTPL-5116(022) | 188 |
| <i>Subtotal</i> | | | <u>1,585,723</u> * |
| <i>Total Department of Transportation Programs</i> | | | <u>1,594,679</u> |
| <i>Total Federal Financial Assistance</i> | | | <u>\$ 1,744,978</u> |

* = Major Program

CITY OF SUSANVILLE
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2019

1) Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal award activity of the City of Susanville (the City) under programs of the federal government as well as federal financial assistance passed through other government agencies for the year ended June 30, 2019. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial statements of the City. The City's reporting entity is defined in Note 1 of the notes to the City's financial statements.

2) Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported using the modified accrual basis of accounting for governmental funds and the accrual basis for proprietary funds, which is described in Note 1 of the notes to the City's financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3) Indirect Cost Rate

The City has elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

4) Relationship to Annual Financial Report

Amounts reported in the accompanying Schedule agree to the amounts reported within the City's Annual Financial Report.

5) Relationship to Federal Financial Report

Amounts reported in the accompanying Schedule agree with amounts reported in Federal Financial Report.

6) Contingencies

Under the terms of federal and state grants, additional audits may be requested by the grantor agencies, and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Such audits could lead to a request for reimbursement to the grantor agencies.

7) Subrecipient Expenditures

During the fiscal year ended June 30, 2019, the City made no payments to subrecipients.

CITY OF SUSANVILLE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2019

SECTION I – SUMMARY OF AUDITOR’S RESULTS

Financial Statements

| | |
|--|------------|
| Type of Auditor’s Report Issued: | Unmodified |
| Internal Control Over Financial Reporting: | |
| Material Weakness(es) Identified? | No |
| Significant Deficiencies Identified not Considered to be Material Weaknesses? | No |
| Noncompliance Material to Financial Statements Noted? | No |

Federal Awards

| | |
|---|------------|
| Internal Control Over Major Programs: | |
| Material Weakness(es) Identified? | No |
| Significant Deficiencies Identified not Considered to be Material Weaknesses? | No |
| Type of Auditor’s Report Issued on Compliance for Major Programs: | Unmodified |
| Any Audit Findings Disclosed that are Required to be Reported in Accordance With Uniform Guidance? | No |

Identification of Major Programs:

| CFDA Numbers | Name of Federal Program or Cluster |
|--------------|--|
| 20.223 | Transportation Infrastructure Finance and Innovation Act |

| | |
|---|-------------------|
| Dollar Threshold used to Distinguish Between Type A And Type B Programs: | \$ <u>750,000</u> |
|---|-------------------|

| | |
|--|----|
| Auditee Qualified as Low-Risk Auditee? | No |
|--|----|

CITY OF SUSANVILLE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2019

SECTION II – FINANCIAL STATEMENT FINDINGS

There were no auditor's findings to be reported in accordance with *Government Auditing Standards*.

CITY OF SUSANVILLE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2019

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There were no auditor's findings to be reported in accordance with *Uniform Guidance*.

CITY OF SUSANVILLE
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
Year Ended June 30, 2019

SECTION II – FINANCIAL STATEMENT FINDINGS

There were no auditor's findings to be reported in accordance with *Government Auditing Standards*.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There were no auditor's findings to be reported in accordance with the *Uniform Guidance*.

Reviewed by:  City Administrator
 Finance Manager

AGENDA ITEM NO. 9A

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Deborah Savage, Finance Manager

Action Date: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated February 22, 2020 through March 6, 2020 numbered 206137 through 206196.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$120,090.32 plus \$281,956.40 in payroll warrants, for a total of \$402,046.72

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 |
|--------------------|------------------|--------------|---------------|---------------------|--------------------------|----------------|---------|----------------|------------------------------|------------|--------------|
| 02/20 | 02/27/2020 | 206151 | 2 | A-1 CHEMICAL INC | CUSTODIAL SUPPLIES-PARKS | 6557959 | 1 | 1000-452-20-46 | SUPPLIES-JANITORIAL | 400.00 | 400.00 |
| 02/20 | 02/27/2020 | 206151 | 2 | A-1 CHEMICAL INC | SUPPLIES-PARK | 6557959 | 2 | 1000-452-21-46 | SUPPLIES-GENERAL | 463.25 | 463.25 |
| Total 6557959: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206152 | 991 | | REFUND GAS OVERPAYMENT | 10226800000 | 1 | 9999-1001-001 | CASH CLEARING - UTILITIES | 25.54 | 25.54 |
| Total 10226800000: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206153 | 44 | ARAMARK UNIFORM SER | CUSTODIAL SUPPLIES-PW | 637300722 | 1 | 7620-430-10-44 | LINEN SERVICE | 37.82 | 37.82 |
| Total 637300722: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206153 | 44 | ARAMARK UNIFORM SER | UNIFORM SERVICE-STREETS | 637300723 | 1 | 2007-431-20-44 | LINEN SERVICE | 55.67 | 55.67 |
| Total 637300723: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206153 | 44 | ARAMARK UNIFORM SER | UNIFORM SERVICE-GAS | 637300724 | 1 | 7401-430-62-44 | LINEN SERVICES | 52.17 | 52.17 |
| Total 637300724: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206153 | 44 | ARAMARK UNIFORM SER | UNIFORM SERVICE-WATER | 637300725 | 1 | 7110-430-42-44 | LINEN SERVICE | 41.92 | 41.92 |
| Total 637300725: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206154 | 76 | BILLINGTON ACE HARD | SUPPLIES- PW | 459108 | 1 | 7620-430-10-46 | SUPPLIES-GENERAL | 24.11 | 24.11 |
| Total 459108: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206154 | 76 | BILLINGTON ACE HARD | SUPPLIES | 459507 | 1 | 1000-417-10-44 | FACILITY - REPAIR & MAINTENA | 9.60 | 9.60 |
| Total 459507: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206154 | 76 | BILLINGTON ACE HARD | SUPPLIES-PARKS | 460023 | 1 | 1000-452-21-46 | SUPPLIES-GENERAL | 27.97 | 27.97 |

| 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 460023: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206154 | 76 | BILLINGTON ACE HARD | SUPPLIES-WATER | 460448 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 23.14 | 23.14 |
| Total 460448: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206154 | 76 | BILLINGTON ACE HARD | SUPPLIES-STREETS | 460522 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 4.82 | 4.82 |
| Total 460522: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206155 | 148 | COMPUTER LOGISTICS | REPAIRS-PD | 81210 | 1 | 1009-421-10-44 | FACILITY-REPAIR & MAINTENA | 1,233.38 | 1,233.38 |
| Total 81210: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206156 | 161 | CSK AUTO INC | SUPPLIES-STREETS | 2740224068 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-VE | 18.21 | 18.21 |
| 02/20 | 02/27/2020 | 206156 | 161 | CSK AUTO INC | SUPPLIES-WATER | 2740224068 | 2 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 18.21 | 18.21 |
| 02/20 | 02/27/2020 | 206156 | 161 | CSK AUTO INC | SUPPLIES-GAS | 2740224068 | 3 | 7401-430-62-44 | REPAIR AND MAINT-VEHICLE | 18.21 | 18.21 |
| Total 2740224068: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206156 | 161 | CSK AUTO INC | SUPPLIES-GAS | 2740224462 | 1 | 7401-430-62-44 | REPAIR AND MAINT-VEHICLE | 257.75 | 257.75 |
| Total 2740224462: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206157 | 9911 | | REFUND GAS OVERPAYMENT | 10515510002 | 1 | 9999-1001-001 | CASH CLEARING - UTILITIES | 117.96 | 117.96 |
| Total 10515510002: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206158 | 184 | DEPARTMENT OF JUSTI | FINGERPRINTS - APPS | 432203 | 1 | 1000-2205-005 | LIVE SCAN STATE OF CALIFOR | 64.00 | 64.00 |
| Total 432203: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206159 | 194 | DIAMOND SAW SHOP IN | SUPPLIES -PARKS | 17570 | 1 | 1000-452-20-47 | MACHINERY AND EQUIPMENT | 62.15 | 62.15 |
| Total 17570: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206159 | 194 | DIAMOND SAW SHOP IN | SUPPLIES -PARKS | 17572 | 1 | 1000-452-20-47 | MACHINERY AND EQUIPMENT | 52.54 | 52.54 |

| 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 17572: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206159 | 194 | DIAMOND SAW SHOP IN | SUPPLIES-PARKS | 17576 | 1 | 1000-452-20-47 | MACHINERY AND EQUIPMENT | 64.29 | 64.29 |
| Total 17576: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206160 | 1260 | DIRECTV INC | CABLE-GC | 37187018233 | 1 | 7530-451-52-45 | COMMUNICATIONS | 199.97 | 199.97 |
| Total 37187018233: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206161 | 198 | DITCH WITCH EQUIPMEN | REPAIR & MAINT- WATER | 319855 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 62.47 | 62.47 |
| Total 319855: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206162 | 219 | ED STAUB & SONS PETR | 93.50 GAL PROPANE-GC | 1821892 | 1 | 7530-451-52-46 | PROPANE | 152.42 | 152.42 |
| Total 1821892: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206163 | 241 | FEATHER PUBLISHING C | PUBLIC HEARING- BUILDING | 7909 | 1 | 1000-424-20-45 | PRINTING AND BINDING | 121.20 | 121.20 |
| Total 7909: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206163 | 241 | FEATHER PUBLISHING C | ADVERTISEMENT | 7911 | 1 | 1000-417-10-45 | ADVERTISING | 104.00 | 104.00 |
| Total 7911: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206164 | 257 | FOREST OFFICE EQUIPM | MAINT.CONTRACT FOLD MACHI | SV000275 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-MI | 43.89 | 43.89 |
| 02/20 | 02/27/2020 | 206164 | 257 | FOREST OFFICE EQUIPM | MAINT.CONTRACT FOLD MACHI | SV000275 | 2 | 7401-430-62-44 | REPAIR AND MAINTENANCE-MI | 43.89 | 43.89 |
| Total SV000275: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206164 | 257 | FOREST OFFICE EQUIPM | KYOCERA COPIER -PW | SV000380 | 1 | 7620-430-10-43 | TECHNICAL SVCS | 214.63 | 214.63 |
| Total SV000380: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-0315 AWOS AIRPORT | 0315 021520 | 1 | 7201-430-81-45 | COMMUNICATIONS | 50.97 | 50.97 |

| 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 0315 021520: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 DSL SERVICE | 1000 020520 | 1 | 1000-417-10-45 | COMMUNICATIONS | 145.00 | 145.00 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 GAS - DEBIT MACHIN | 1000 020520 | 2 | 7401-430-62-45 | COMMUNICATIONS | 24.15 | 24.15 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 WATER - DEBIT MACH | 1000 020520 | 3 | 7110-430-42-45 | COMMUNICATIONS | 24.15 | 24.15 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 ADMIN FAX | 1000 020520 | 4 | 1000-413-20-45 | COMMUNICATIONS | 1.10 | 1.10 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 CITY CLERK FAX | 1000 020520 | 5 | 1000-411-40-45 | COMMUNICATIONS | 1.10 | 1.10 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 ADMIN | 1000 020520 | 6 | 1000-413-20-45 | COMMUNICATIONS | 4.34 | 4.34 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 CITY CLERK | 1000 020520 | 7 | 1000-411-40-45 | COMMUNICATIONS | 3.26 | 3.26 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 FINANCE | 1000 020520 | 8 | 1000-415-10-45 | COMMUNICATIONS | 3.26 | 3.26 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 COMM DEVELOPMEN | 1000 020520 | 9 | 1000-419-10-45 | COMMUNICATIONS | 3.26 | 3.26 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1000 CITY HALL | 1000 020520 | 10 | 1000-417-10-45 | COMMUNICATIONS | 261.08 | 261.08 |
| Total 1000 020520: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1033-PARKS | 1033 020520 | 1 | 1000-452-20-45 | COMMUNICATIONS | 250.38 | 250.38 |
| Total 1033 020520: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1041 ADMIN-PW | 1041 020520 | 1 | 7620-430-10-45 | COMMUNICATIONS | 660.45 | 660.45 |
| Total 1041 020520: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1044 PRI | 1044 020520 | 1 | 7620-430-10-45 | COMMUNICATIONS | 92.40 | 92.40 |
| Total 1044 020520: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 252-1182 SCADA - WATER | 1182 021020 | 1 | 7110-430-42-45 | COMMUNICATIONS | 308.20 | 308.20 |
| Total 1182 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-2520 GOLF COURSE | 2520 020120 | 1 | 7530-451-52-45 | COMMUNICATIONS | 493.33 | 493.33 |
| Total 2520 020120: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-3292 MUSEUM | 3292 021020 | 1 | 1000-451-80-45 | COMMUNICATION | 123.98 | 123.98 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
|----------------------|------------------|--------------|---------------|------------------|----------------------------|----------------|---------|----------------|------------------------------|------------|--------------|
| Total 3292 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-4725-FAX | 4725 021520 | 1 | 1000-419-10-45 | COMMUNICATIONS | 61.73 | 61.73 |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-4725 CITY HALL FAX | 4725 021520 | 2 | 1000-417-10-45 | COMMUNICATIONS | 61.73 | 61.73 |
| Total 4725 021520: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206165 | 265 | FRONTIER | 257-1182 NAT GAS TELEMETRY | 7-1182 021020 | 1 | 7401-430-62-45 | COMMUNICATIONS | 43.21 | 43.21 |
| Total 7-1182 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206166 | 9854 | GAFCON INC. | CADY SPRING PROJECT | 37848 | 1 | 7110-430-44-44 | CONSTRUCTION SERVICES | 874.50 | 874.50 |
| Total 37848: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206167 | 9909 | | REFUND WATER DEPOSIT | 10326100009 | 1 | 7110-2228-000 | DEPOSITS-CUSTOMER | 62.03 | 62.03 |
| Total 10326100009: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206168 | 335 | J.W. WOOD CO INC | SUPPLIES-GAS | S114976 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 21.15 | 21.15 |
| Total S114976: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206168 | 335 | J.W. WOOD CO INC | SUPPLIES-GAS | S115152 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 19.68 | 19.68 |
| Total S115152: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206168 | 335 | J.W. WOOD CO INC | SUPPLIES-GAS | S115155 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 7.86 | 7.86 |
| Total S115155: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206168 | 335 | J.W. WOOD CO INC | SUPPLIES- PARKS | S115211 | 1 | 1000-452-20-44 | FACILITY - REPAIR & MAINTENA | 5.19 | 5.19 |
| Total S115211: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206169 | 1350 | JONES & MAYER | PROFESSIONAL SERVICES | 96061 | 1 | 1000-412-10-43 | PROFESSIONAL SVCS | 229.50 | 229.50 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
|---------------|------------------|--------------|---------------|---------------------|---------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| Total 96061: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206170 | 391 | LASSEN CO CHAMBER O | 2020 DUES STRUCTURE | 022620 | 1 | 1000-417-10-48 | TAXES, FEES, PERMITS & CHA | 125.00 | 125.00 |
| 02/20 | 02/27/2020 | 206170 | 391 | LASSEN CO CHAMBER O | 2020 DUES STRUCTURE | 022620 | 2 | 1000-1430-105 | PREPAID - OTHER | 125.00 | 125.00 |
| Total 022620: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-STREETS | 345638 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-VE | 9.63 | 9.63 |
| Total 345638: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-STREETS | 345649 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-VE | 3.69 | 3.69 |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-GAS | 345649 | 2 | 7401-430-62-44 | REPAIR AND MAINT-VEHICLE | 3.70 | 3.70 |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-WATER | 345649 | 3 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 3.70 | 3.70 |
| Total 345649: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-STREETS | 345751 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-VE | 7.15 | 7.15 |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-WATER | 345751 | 2 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 7.14 | 7.14 |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-GAS | 345751 | 3 | 7401-430-62-44 | REPAIR AND MAINT-VEHICLE | 7.15 | 7.15 |
| Total 345751: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-WATER | 345756 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 173.72 | 173.72 |
| Total 345756: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-WATER | 345898 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 52.66 | 52.66 |
| Total 345898: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-WATER | 345911 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 14.59 | 14.59 |
| Total 345911: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-WATER | 345951 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 33.88 | 33.88 |

| 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 345951: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206171 | 411 | LASSEN MOTOR PARTS | SUPPLIES-WATER | 346478 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 36.25 | 36.25 |
| Total 346478: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206172 | 412 | LASSEN REGIONAL SOLI | DUMP FEES-PARKS | 135447 | 1 | 1000-452-20-44 | DISPOSAL | 11.48 | 11.48 |
| Total 135447: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206172 | 412 | LASSEN REGIONAL SOLI | DUMP FEES-PARKS | 135628 | 1 | 1000-452-20-44 | DISPOSAL | 7.65 | 7.65 |
| Total 135628: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206173 | 9793 | LEA AID ACQUISITION C | DOJ GRANT | 1108634 | 1 | 1009-421-11-47 | MACHINERY AND EQUIPMENT | 6,040.00 | 6,040.00 |
| Total 1108634: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | JOHNSTONVILLE RD SPRINKLE | 10262 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 32.82 | 32.82 |
| Total 10262 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | STREET LIGHTS | 14039 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 193.33 | 193.33 |
| Total 14039 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | STREET LIGHTS | 14041 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 3,607.80 | 3,607.80 |
| Total 14041 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | S GAY ST-STREETS | 24323 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 47.24 | 47.24 |
| Total 24323 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 66 N LASSEN ST | 2466 021020 | 1 | 1000-417-10-46 | ELECTRICITY | 766.35 | 766.35 |
| Total 2466 021020: | | | | | | | | | | | |

| 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 |
|---------------------|------------------|--------------|---------------|-------|----------------------------|----------------|---------|----------------|------------------|------------|--------------|
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | N WEATHERLOW ST-TENNIS S | 24661 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 25.00 | 25.00 |
| Total 24661 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | STREET LIGHTS | 2467 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 1,615.54 | 1,615.54 |
| Total 2467 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 65 N WEATHERLOW ST-PARK O | 2865 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 50.25 | 50.25 |
| Total 2865 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 65 N WEATHERLOW ST-MUSEU | 2866 021020 | 1 | 1000-451-80-46 | ELECTRICITY | 26.50 | 26.50 |
| Total 2866 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 65 N WEATHERLOW ST-COMM | 2867 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 54.31 | 54.31 |
| Total 2867 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | N WEATHERLOW ST-TENNIS C | 2870 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 25.15 | 25.15 |
| Total 2870 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | NORTH ST BALL PARK-MEM FIE | 2873 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 31.61 | 31.61 |
| Total 2873 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | SKYLINE DR WELL 4-WATER | 29931 021020 | 1 | 7110-430-42-46 | ELECTRICITY | 41.98 | 41.98 |
| Total 29931 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | HARRIS DR & HWY 36-WATER | 30658 021020 | 1 | 7110-430-42-46 | ELECTRICITY | 337.62 | 337.62 |
| Total 30658 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 472-105 JOHNSTONVILLE WATE | 350161 021020 | 1 | 7112-430-42-46 | ELECTRICITY | 207.46 | 207.46 |

| 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 350161 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | SAN FRANCISCO ST- STREETS | 416835 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 416835 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | FIRST STREET & ALLEY STREE | 416848 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 416848 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | LONG ALLEY & LOVELL ALLEY- | 416860 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 416860 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | INSPIRATION POINT- STREETS | 416915 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 416915 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | CAMPBELL ST | 416940 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 416940 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | WASHO LN- STREETS | 416959 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 416959 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 130 N LASSEN STREET- STREE | 416962 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 416962 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | MARTHA & ARNOLD STREET LI | 421476 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 421476 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 130 N PINE ST- STREETS | 425450 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 30.03 | 30.03 |
| Total 425450 021020: | | | | | | | | | | | |

| 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 |
|---------------------|------------------|--------------|---------------|-------|-----------------------------|----------------|---------|----------------|------------------|------------|--------------|
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | UPTOWN DECOR LIGHTS-STRE | 43511 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 219.89 | 219.89 |
| Total 43511 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 115 N WEATHERLOW ST-MUSE | 43866 021020 | 1 | 1000-451-80-46 | ELECTRICITY | 56.86 | 56.86 |
| Total 43866 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | N PINE & COOK - SCADA-WATE | 44153 021020 | 1 | 7110-430-42-46 | ELECTRICITY | 31.31 | 31.31 |
| Total 44153 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | GLENN & CHERRY TR - SCADA- | 44298 021020 | 1 | 7110-430-42-46 | ELECTRICITY | 31.91 | 31.91 |
| Total 44298 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | PAIUTE LN SCADA-WATER | 44316 021020 | 1 | 7110-430-42-46 | ELECTRICITY | 31.61 | 31.61 |
| Total 44316 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | BAGWELL SPRINGS - SCADA-W | 45542 021020 | 1 | 7110-430-42-46 | ELECTRICITY | 58.07 | 58.07 |
| Total 45542 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | WELL #3-WATER | 4559 021020 | 1 | 7110-430-42-46 | ELECTRICITY | 565.49 | 565.49 |
| Total 4559 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | QUARRY ST LIGHTS-STREETS | 49500 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 60.05 | 60.05 |
| Total 49500 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | MAIN & FOSS SIGNAL LIGHT-ST | 49501 021020 | 1 | 2007-431-60-46 | ELECTRICITY | 165.05 | 165.05 |
| Total 49501 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | 606 1/2 NEVADA ST | 58211 021020 | 1 | 1000-417-10-46 | ELECTRICITY | 25.00 | 25.00 |

| 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 58211 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | NORTH ST PARK LIGHTS-MEM | 9283 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 43.04 | 43.04 |
| Total 9283 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206174 | 437 | LMUD | MAIN & PINE ST | 94811 021020 | 1 | 1000-452-20-46 | ELECTRICITY | 57.62 | 57.62 |
| Total 94811 021020: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206175 | 467 | METER VALVE & CONTR | PURCHASE GAS METERS | 17296 | 1 | 7401-430-63-47 | MACHINERY & EQUIPMENT | 6,952.71 | 6,952.71 |
| Total 17296: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206175 | 467 | METER VALVE & CONTR | PURCHASE GAS METERS | 17296. | 1 | 7401-430-63-47 | MACHINERY & EQUIPMENT | 132.50 | 132.50 |
| Total 17296.: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206176 | 9908 | | REFUND GAS DEPOSIT | 10203174206 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 33.24 | 33.24 |
| Total 10203174206: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206177 | 824 | OFFICE DEPOT, INC | OFFICE SUPPLIES | 441851029001 | 1 | 1000-419-10-46 | SUPPLIES-GENERAL | 19.29 | 19.29 |
| Total 441851029001: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206177 | 824 | OFFICE DEPOT, INC | OFFICE SUPPLIES | 441853264001 | 1 | 1000-417-10-46 | SUPPLIES-GENERAL | 25.73 | 25.73 |
| Total 441853264001: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206177 | 824 | OFFICE DEPOT, INC | OFFICE SUPPLIES | 443527694001 | 1 | 1000-417-10-46 | SUPPLIES-GENERAL | 8.77 | 8.77 |
| Total 443527694001: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206178 | 546 | PAYLESS BUILDING SUP | SUPPLIES-PARKS | 2511604 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 33.62 | 33.62 |
| Total 2511604: | | | | | | | | | | | |

| 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 |
|-----------------------|------------------|--------------|---------------|----------------------|----------------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| 02/20 | 02/27/2020 | 206179 | 9907 | | REFUND GAS DEPOSIT | 101.2065.04.26 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 112.94 | 112.94 |
| Total 101.2065.04.26: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206180 | 1040 | R & R PRODUCTS INC | SUPPLIES- GC | CD2413383 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 109.75 | 109.75 |
| Total CD2413383: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206180 | 1040 | R & R PRODUCTS INC | SUPPLIES- GC | CD2415155 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 751.82 | 751.82 |
| Total CD2415155: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206181 | 1561 | RAPID CONSTRUCTION I | 2019 CADY SPRINGS PUMP STA | 2/20/20 | 2 | 8406-413-22-44 | CONSTRUCTION SERVICES | 83,427.53 | 83,427.53 |
| Total 2/20/20: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206181 | 1561 | RAPID CONSTRUCTION I | 5% RETENTION | 2/20/20. | 1 | 8406-2206-000 | RETENTION PAYABLE | 4,171.38- | 4,171.38- |
| Total 2/20/20.: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206182 | 582 | RAY MORGAN CO INC | BASE RATE CHARGE | 2858273 | 1 | 1000-417-10-44 | RENT & LEASES EQUIP & VEHI | 525.76 | 525.76 |
| Total 2858273: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206182 | 582 | RAY MORGAN CO INC | DOWN & UPSTAIRS COPIER | 2858274 | 1 | 1000-417-10-44 | RENT & LEASES EQUIP & VEHI | 437.78 | 437.78 |
| 02/20 | 02/27/2020 | 206182 | 582 | RAY MORGAN CO INC | COPIER-PD | 2858274 | 2 | 1009-421-10-44 | RENT & LEASES EQUIP & VEHI | 222.05 | 222.05 |
| Total 2858274: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206183 | 9855 | SHAW ENGINEERING, LT | PROFESSIONAL ENGINEERING | 181572 | 1 | 7110-430-44-44 | CONSTRUCTION SERVICES | 2,062.50 | 2,062.50 |
| Total 181572: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206184 | 1076 | SIERRA COFFEE AND BE | BOTTLED WATER-CITY HALL | 70649 | 1 | 1000-415-10-46 | SUPPLIES-GENERAL | 28.70 | 28.70 |
| Total 70649: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206185 | 689 | SWRCB | WATER FEES- WATER | 2/18/20 | 1 | 7112-430-42-48 | TAXES FEES PERMITS & CHAR | 502.00 | 502.00 |

| 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 2/18/20: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206186 | 9480 | TAMCO CAPITAL CORPO | COMMUNICATIONS-PW | 5009224962 | 1 | 7620-430-10-45 | COMMUNICATIONS | 502.00 | 502.00 |
| Total 5009224962: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206187 | 9717 | TIAA COMMERCIAL FINA | RENT & LEASE EQUIPMENT | 6958547 | 1 | 7620-430-10-44 | RENT & LEASE EQUIP & VEHIC | 469.76 | 469.76 |
| Total 6958547: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206188 | 712 | TNS TRUCKING CO | SUPPLIES | 4009 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 351.12 | 351.12 |
| Total 4009: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206189 | 9544 | TONY'S CLEANING SERV | JANITORIAL SERVICE | 563 | 1 | 1009-421-10-44 | CUSTODIAL | 600.00 | 600.00 |
| Total 563: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206190 | 770 | WESTERN NEVADA SUP | SUPPLIES | 67918286 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 971.42 | 971.42 |
| Total 67918286.: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206190 | 770 | WESTERN NEVADA SUP | SUPPLIES | 67929361 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 65.28 | 65.28 |
| Total 67929361.: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206190 | 770 | WESTERN NEVADA SUP | SUPPLIES | 68146902-1 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 31.46 | 31.46 |
| Total 68146902-1: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206190 | 770 | WESTERN NEVADA SUP | SUPPLIES | 68154192 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 92.10 | 92.10 |
| Total 68154192: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206190 | 770 | WESTERN NEVADA SUP | SUPPLIES | 68186893 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 573.05 | 573.05 |
| Total 68186893: | | | | | | | | | | | |

| 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 |
|-------------------------|------------------|--------------|---------------|--------------------|----------------------------|------------------|---------|----------------|---------------------------|------------|--------------|
| 02/20 | 02/27/2020 | 206190 | 770 | WESTERN NEVADA SUP | SUPPLIES | 68195448 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-VE | 9.74 | 9.74 |
| Total 68195448: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206190 | 770 | WESTERN NEVADA SUP | SUPPLIES | 68200131 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 72.38 | 72.38 |
| Total 68200131: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206191 | 1198 | WESTWOOD SANITATIO | PORTABLE TOILET - MEMORIAL | A-59787 | 1 | 1000-452-21-46 | SUPPLIES-GENERAL | 330.47 | 330.47 |
| Total A-59787: | | | | | | | | | | | |
| 02/20 | 02/27/2020 | 206192 | 1539 | WIN-911 SOFTWARE | DUES & MEMBERSHIP | 204XT260-2020122 | 1 | 7620-430-10-48 | DUES AND MEMBERSHIPS | 495.00 | 495.00 |
| Total 204XT260-2020122: | | | | | | | | | | | |
| Grand Totals: | | | | | | | | | | 118,812.93 | 118,812.93 |

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 |
|---------------|------------------|--------------|---------------|----------------|------------------|----------------|---------|----------------|------------------|------------|--------------|
| 02/20 | 02/28/2020 | 206193 | 728 | U S POSTMASTER | UB BILLING GAS | 022820 | 1 | 7401-430-62-46 | POSTAGE | 275.89 | 275.89 |
| 02/20 | 02/28/2020 | 206193 | 728 | U S POSTMASTER | UB BILLING WATER | 022820 | 2 | 7110-430-42-46 | POSTAGE | 535.56 | 535.56 |
| Total 022820: | | | | | | | | | | 811.45 | 811.45 |
| Grand Totals: | | | | | | | | | | 811.45 | 811.45 |

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 |
|----------------|------------------|--------------|---------------|-------|-------------------------------|----------------|---------|----------------|-------------------|------------|--------------|
| 03/20 | 03/05/2020 | 206194 | 1356 | | TR EX REDDING 2/24/20- 2/27/2 | 2/28/20 | 1 | 7620-430-10-45 | TRAVEL | 231.00 | 231.00 |
| Total 2/28/20: | | | | | | | | | | | |
| 03/20 | 03/05/2020 | 206195 | 7432 | | refund gas deposit | 2/26/20 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 97.44 | 97.44 |
| Total 2/26/20: | | | | | | | | | | | |
| 03/20 | 03/05/2020 | 206196 | 9255 | | TR EX REDDING 3/10/20 | 2/28/20 | 1 | 7110-430-42-45 | TRAVEL | 137.50 | 137.50 |
| Total 2/28/20: | | | | | | | | | | | |
| Grand Totals: | | | | | | | | | | 465.94 | 465.94 |

Reviewed by:  City Administrator

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

Submitted by: Rebecca Sanchez, Administrative Assistant

Action Date: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider **Resolution No. 20-5753**, approving cooperative agreement for Federal Excess Personal Property (FEPP) Program.

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: The City Council approved Cooperative Agreement #992244 with the State of California Forestry and Fire Protection for the Federal Excess Personal Property Program to be used by the Susanville Fire Department. The five-year agreement was approved in 2013, and CalFire has requested that the City update the agreement. All other terms and conditions of the agreement remain the same.

FISCAL IMPACT: None

ACTION

REQUESTED: Motion to approve Resolution No. 20-5753, authorizing Fire Chief to sign Cooperative Agreement with CalFire for the loan of Federal Excess Personal Property (FEPP) Program.

ATTACHMENTS: Resolution No. 20-5753
Cooperative Agreement #992244 for the loan of Federal Excess Personal Property

RESOLUTION NO. 20-5753
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING COOPERATIVE AGREEMENT FOR FEDERAL EXCESS
PERSONAL PROPERTY (FEPP) PROGRAM

WHEREAS, there is a need for Federal Excess Personal Property to help fight wild land, rural, structure or other fires in the City of Susanville; and

WHEREAS, James Moore is the Fire Chief of the City of Susanville.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville accepts Cooperative Agreement #992244 between the State of California Department of Forestry and Fire Protection and City of Susanville Fire Department for the loan of Federal Excess Personal Property, and, authorizes Fire Chief Moore to sign said agreement on behalf of the City of Susanville.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 20-5753 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 18TH day of March, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

This agreement is entered into by and between

THE STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

AND

SUSANVILLE CITY FIRE DEPARTMENT

This agreement made and entered into this day of , 20 , by and between the State of California acting by and through the Director of the Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as the STATE and the Susanville City Fire Department, hereinafter referred to as the COOPERATOR, covenants as follows:

I. PURPOSE

The STATE has been approved as an agent of the United States Department of Agriculture (USDA) Forest Service for administering Federal Excess Personal Property (FEPP) as part of the Cooperative Fire Protection Program, which allows the COOPERATOR to take custody and use FEPP property for wildland and rural community fire protection services.

II. MUTUAL INTEREST OF PARTIES

Both the STATE and the COOPERATOR have a mutual interest in the prevention, protection and suppression of all wildland and rural community fires near and adjacent to the property and the people of California.

III. AUTHORITIES

The Federal Property and Administrative Services Act of 1949, as amended (40 U.S.C. § 483) and the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. § 2106(c)) authorizes the FEPP Program as an element of the Cooperative Fire Protection Program (16 U.S.C. § 2106(b)). Under these authorities, the USDA Forest Service may lend FEPP property needed for wildland and rural community fire protection to the STATE and to local paid or unpaid fire departments for their use.

IV. RESPONSIBILITIES
THE COOPERATOR AGREES:

1. Primary use of FEPP property must be 90 percent for activities directly related to wildland and rural community fire protection; however, situations may occur that make this exclusive use impractical. Non-fire emergency use of FEPP property is authorized and limited to no more than 10 percent total usage. Abuse of the 10 percent non-fire use standard could result in recall of the property on loan, suspension from the program, or other sanctions.

2. FEPP property acquired by the COOPERATOR is not permitted to be rented, leased, loaned, or traded to another party; no exceptions. FEPP property is not permitted to be transferred or sold without prior approval from the STATE or the USDA Forest Service. FEPP property is for official use only; personal use of FEPP property is prohibited, violates the law, and this Cooperative agreement. Any personal use violations found, subjects the COOPERATOR to penalties and FEPP property recall as determined by the STATE and the USDA Forest Service.
3. To immediately notify the STATE of receipt of FEPP property during the acquisition process.
4. To bear the entire cost of transportation, retrofit, modification, maintenance, repairs, and operation of acquired FEPP property while in the COOPERATOR's possession.
5. The COOPERATOR must paint any FEPP rolling stock acquired directly from the USDA Forest Service that has the distinct Forest Service green color. If the FEPP property is acquired from the Department of Defense (DoD) and has military colors or markings, it must be painted. This is mandatory per the STATE and the USDA Forest Service. The painting of the FEPP vehicle must be accomplished within one (1) calendar year of the acquisition.
6. To register all FEPP rolling stock with the California Department of Motor Vehicles (DMV) within 60 days of receipt of property. Lien Holden will remain as the USDA Forest Service. This is mandatory as ownership remains with the USDA Forest Service. Registered Owner will be the COOPERATOR.
7. To obtain prior to operation of any FEPP property the minimum liability insurance in the amount required by State law to cover the operation of FEPP rolling stock. The COOPERATOR must maintain adequate insurance to cover damages or injuries to cover persons or property relating to the use of the property. Proof of insurance coverage must be provided to the STATE in the form of an insurance policy or a self-insured statement on an official letterhead.
8. Drivers of FEPP property must take the necessary equipment training and have a valid California operator license to operate the loaned vehicle(s).
9. To make FEPP property operable and ready to be placed into service for wildland and rural community fire protection, including fire suppression and prevention. Operational condition of the property will be achieved within one (1) year to the date of property pick up/receipt.
10. FEPP property cannot be modified or cannibalized without prior authorization from the STATE and the USDA Forest Service. The COOPERATOR shall contact the STATE with a request and justification to modify or cannibalize any FEPP property. The request must be submitted for approval before any modification or cannibalization to FEPP property takes place.
11. The COOPERATOR is responsible for the proper care, maintenance, security and storage of all acquired FEPP property.
12. All FEPP property must be identified as property belonging to the USDA Forest Service and for fire use only. The STATE will provide USDA Forest Service property tags along with a property number assigned to accountable FEPP property.

13. To promptly report any FEPP property when it is no longer needed by the COOPERATOR to the STATE and the USDA Forest Service for disposal authority. The COOPERATOR is not to release FEPP property to anyone unless the STATE and the USDA Forest Service have provided the proper authorization and documentation needed. The COOPERATOR is to provide reasonable access to authorized personnel for inspection and removal of FEPP property.
14. Ownership of all accessories, tools, light bars, sirens and equipment which is added to the loaned FEPP property remains with the COOPERATOR and must be removed prior to the disposal process.
15. Accidents involving FEPP property must be reported directly to the STATE within 10 days of the situation. This includes accidents that result in death, injury, illness, or property damage (more than \$350). Depending on the type of accident, the STATE will provide direction to the COOPERATOR on the information required to be submitted to the USDA Forest Service.
16. Lost, stolen, damaged or destroyed FEPP property shall be reported to the STATE for proper documentation and handling.
17. When FEPP property is lost, damaged, destroyed or stolen, a determination is required whether there was negligence on the part of the COOPERATOR. The STATE shall make a recommendation to the USDA Forest Service Property Management Officer (PMO) whether there was negligence or gross negligence.
 - a. Negligence: The failure to abide by Federal rules and regulations.
 - i. Repeated instances of negligent damage to FEPP property by staff of the COOPERATOR may be cause for the STATE to suspend further acquisitions by the COOPERATOR until the reasons for the negligence are identified and steps taken to prevent further instances.
 - b. Gross negligence: The intentional, willful, or wanton failure to exercise a reasonable degree of care to protect FEPP property in one's custody in reckless disregard of the consequences of the actions.
 - i. If the STATE determines that there is apparent gross negligence on the part of the COOPERATOR staff, the findings plus all supporting documentation shall be forwarded by the STATE to the USDA Forest Service PMO for a final determination.
 - ii. Should the USDA Forest Service submit the final determination is one of gross negligence and sends the STATE a Bill of Collection for FEPP property under the COOPERATOR's care, the COOPERATOR will reimburse the STATE for all the costs listed on the Bill of Collection.
 - iii. The COOPERATOR shall be suspended from acquiring any additional FEPP property for a set time as determined by the STATE.
 - iv. A second case of gross negligence will cause the COOPERATOR to lose all privileges of participation in the FEPP program as determined by the STATE.
18. To perform/participate in the physical inventory process on FEPP property in the COOPERATOR's possession every two (2) years.
19. The STATE and the USDA Forest Service will periodically conduct joint reviews of the FEPP program to ensure compliance with the USDA Forest Service and other applicable statutes, regulations and policies are being followed. The COOPERATOR must participate and provide access to all physical FEPP property along with access to all FEPP documentation during the review. The STATE is authorized to perform audits and reviews by STATE personnel, in between joint reviews, to provide the USDA Forest Service information for FEPP program improvements.

20. To retain all documentation on all inventoried FEPP property for six (6) years and three (3) months after the year designated for the disposal of the property. The STATE will send all mandatory documentation required for acquisition, management and disposal of FEPP property to the COOPERATOR as these processes occur.
21. The COOPERATOR must provide access to and the right to examine all records, books, papers or documents relating to the FEPP program to the USDA Forest Service, the USDA Office of the Inspector General (OIG), the Comptroller General of the United States, the STATE and their authorized representatives.
22. To comply with Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or natural origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination, under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. To comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d) prohibiting discrimination where discriminatory practices will result in unequal treatment of persons who are or should be benefiting from the activity.

V. OTHER AGREEMENT TERMS
IT IS MUTUALLY AGREED THAT:

1. Title to all FEPP property shall remain vested in the United States federal government.
2. The COOPERATOR shall complete a resolution, or a statement from their governing board/council, approving participation in the FEPP program. The resolution must be received with this Cooperative agreement as a requirement of the Terms and Conditions before the STATE will prepare or continue (in the case of a renewal agreement) the COOPERATOR's access to screen and manage FEPP property.
3. All FEPP property loaned to the COOPERATOR shall be for an indefinite period of time, unless the COOPERATOR is negligent of program requirements as detailed in the Terms and Conditions of this Cooperative agreement as well as any Federal regulations that govern the FEPP program. The agreement may be terminated by either party after giving notice 60 days in advance of such termination to the other party.
4. The STATE will not be responsible for furnishing spare parts for FEPP property and the COOPERATOR accepts all FEPP property "as is" without any warranties of any kind, either expressed or implied.
5. Amendments to this Cooperative agreement covering acquisitions and disposals of FEPP property will be submitted by the STATE to the COOPERATOR for review and signature. These Amendments will be sent upon completion of the action taken and must be returned signed and dated by the COOPERATOR to the STATE to maintain accurate record keeping as required by the USDA Forest Service.
6. COOPERATORS with any FEPP property will cooperate with regulatory agencies to ensure compliance with Federal and State regulations, program and property management requirements.
7. In the event of any dispute over FEPP loaned equipment or any terms or conditions contained herein, the dispute shall be decided by the STATE and its decision shall be binding and final.

8. The parties hereto agree that the COOPERATOR, their officers, employees, agents, servants, contractors, volunteers, paid firefighters, and all others acting on behalf of the COOPERATOR, performing under the terms of this Cooperative agreement, are not acting as officers, employees or agents of the State or the Federal government.
9. The COOPERATOR agrees to defend, indemnify, save and hold harmless the STATE as defined herein, and the Department of Forestry and Fire Protection (CAL FIRE), their officers, agents and employees against all claims, demands, causes of action or liability of any kind whatsoever arising out of the acts of the COOPERATOR, its agents or employees in the performance of any function provided for under the terms of this agreement or the use of property transferred.
10. The period of this agreement is for five (5) years from the date of last signature on page six (6) and entered on page one (1), if no violations or signatory changes occur. Thereafter, the agreement shall be reviewed every other year for compliance by the STATE during the agreement review process and extended if no violations or changes have occurred, not to exceed a five (5) year term renewal. This Cooperative agreement supersedes all prior agreements related to the FEPP program.
11. Either party may terminate this agreement by providing written notice to the other party 60 days prior to the termination date. If the agreement is terminated, the COOPERATOR shall be ineligible to continue participation in the FEPP program. Upon termination of this Cooperative agreement, all FEPP property assigned to the COOPERATOR shall be returned to the STATE. Prior to terminating a COOPERATOR's eligibility for cause, the STATE shall attempt alternative resolutions.
12. Any information provided to the STATE under this Cooperative agreement is subject to the Freedom of Information Act (5 U.S.C. §§ 551 *et seq.*).
13. The primary contact information of the parties hereto, for all notices, payments, repayments, or any other activity required or contemplated under the terms of this Cooperative agreement are:

| | |
|---|---|
| Cooperator Name: Susanville City Fire Department | Department of Forestry and Fire Protection (CAL FIRE) Federal Property Programs |
| Contact Name: James Moore | |
| Title: Fire Chief | |
| Street Address: 1505 Main Street | Street Address: 1300 U Street, Sacramento, CA 95818 |
| Mailing Address: | Mailing Address: P.O. Box 944246 |
| City: Susanville | City: Sacramento |
| Zip: 96130 | Zip: 94244-2460 |
| Phone Number: (530) 257-5152 Ext. | Phone Number: (916) 322-0687 |
| Cell Phone Number: (530) 310-1130 | Fax Phone Number: (916) 323-1888 |
| Email: jmoore@cityofsusanville.org | Email: FederalProperty@fire.ca.gov |

14. Local CAL FIRE Unit contact information:

| | | | |
|---|--|---|--|
| CAL FIRE Unit: Lassen-Modoc Unit (LMU) | | Point of Contact: LMU Forestry Logistics Officer | |
| Physical Address: 697-345 Highway 36 | | | |
| City: Susanville | | Zip Code: 96130 | |
| Phone Number: (530) 257-4171 Ext. | | | |

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year of the last signature below.

| | |
|---|--------------|
| COOPERATOR | |
| NAME OF COOPERATOR: Susanville City Fire Department | |
| BY (Authorized Signature): <i>ES</i> | DATE SIGNED: |
| PRINTED NAME AND TITLE OF PERSON SIGNING: James Moore, Fire Chief | |
| STATE OF CALIFORNIA Department of Forestry and Fire Protection (CAL FIRE) | |
| BY (CAL FIRE Unit Chief): <i>ES</i> | DATE SIGNED: |
| PRINTED NAME AND TITLE OF PERSON SIGNING: Scott Packwood, Unit Chief, Lassen-Modoc Unit (LMU) | |
| BY (CAL FIRE Property and Local Services Manager): <i>ES</i> | DATE SIGNED: |
| PRINTED NAME AND TITLE OF PERSON SIGNING: Nicole Harner, Property and Local Services Manager | |

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

ATTACHMENT A

SUSANVILLE CITY FIRE DEPARTMENT

| | ITEM: | SERIAL #: | PROPERTY # |
|----|---|------------------|-------------------|
| 1. | Generator, 1988 Libby, Mdl-MEP007B | RZ02920 | AG0001485566 |
| 2. | Portable Pump, 2012 Hale Mdl-HPW200YD9 | 12F0223 | CA2012014 |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |
| 7. | | | |

Rev. January 2020

RESOLUTION AUTHORIZING APPLICATION
FOR FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
IN ACCORDANCE WITH
United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

_____ Date

The City Council of the _____ Fire Department has resolved:

WHEREAS, there is a need for Federal Excess Personal Property to help fight wildland,

rural, structure or other fires in the City of _____, and

WHEREAS, _____ is the Chief of the _____ Fire Department,

THEREFORE, be it resolved that the City Council of the _____ Fire

Department accepts the agreement between the State of California, Department of Forestry and

Fire Protection (CAL FIRE) and the _____ Fire Department,

_____ for the loan of Federal Excess Personal Property, and, authorizes
Dated

Fire Chief _____ to sign the agreement for the City Council.

City Clerk

City Council of the _____ Fire Department

Reviewed by:  City Administrator

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

Submitted by: Rebecca Sanchez, Administrative Assistant

Action Date: March 25, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 20-5758** supporting declaration of Local Emergency in the City of Susanville relative to the Novel Coronavirus COVID-19 and **Resolution No. 20-5759** authorizing the enforcement of all Health Laws within the City of Susanville by the Lassen County Public Health Officer

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: On March 20, 2020, Lassen County declared a local health emergency regarding COVID-19, which is ratified by Council through approval of Resolution No. 20-5758. Health & Safety Code Section 101375 provides authorization for the County Health Officer to enforce health laws within the City of Susanville. This requires a written agreement or City authorization, which is provided for by way of Resolution No. 20-5759.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to approve Resolution No. 20-5758 supporting declaration of Local Emergency in the City of Susanville relative to the Novel Coronavirus COVID-19 and Resolution No. 20-5759 authorizing the enforcement of all health laws within the City of Susanville by the Lassen County Public Health Officer.

ATTACHMENTS: Resolution No. 20-5758
Resolution No. 20-5759

**RESOLUTION NO. 20-5758
DECLARATION OF A LOCAL EMERGENCY BY THE SUSANVILLE
CITY COUNCIL REGARDING COVID-19**

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that may result in serious illness or death and is easily transmissible from person to person; and

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary Alex Azar declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a state of emergency in the State of California due to the number of confirmed cases of COVID-19 in the State; and

WHEREAS, on March 11, the World Health Organization declared the novel coronavirus outbreak a global pandemic; and

WHEREAS, on March 13, 2020, Lassen County and President Donald Trump declared an emergency due to COVID-19; and

WHEREAS, the health, safety and welfare of Susanville residents, businesses, visitors and staff is of utmost importance to the City and additional future measures may be needed to protect the community; and

WHEREAS, the City may require additional assistance in the future, and a formal declaration of emergency allows additional resources to flow to the City in a timely fashion; and

WHEREAS, the City of Susanville does hereby find that extraordinary measures are required to protect the public health, safety, and of persons and property within the City of Susanville, that are or are likely to be beyond the control or capability of the services, personnel, equipment, and facilities of the Town; and

NOW, THEREFORE, IT IS HEREBY DECLARED that a local emergency now exists throughout the City of Susanville due to the outbreak of COVID-19 throughout the United States of America; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the local emergency the powers, functions, and duties of the Director of Civil Defense and Disaster and the emergency organization of this City shall be those prescribed by state law, by City code, by ordinances and resolutions of this City, and by the City of Susanville Emergency measures, as approved by the City Council.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 20-5758** was adopted at a special meeting of the City Council of the City of Susanville, held on the 25th day of March, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

DECLARATION NO. 2020-01

**DECLARATION OF A LOCAL HEALTH EMERGENCY IN LASSEN COUNTY RELATIVE
TO THE NOVEL CORONAVIRUS – COVID-19**

WHEREAS, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness, and in some cases death.

WHEREAS, Chinese health officials have reported tens of thousands of cases of COVID-19 in China, with the virus reportedly spreading from person-to-person. COVID-19 illnesses, most of them associated with travel from Wuhan, are also being reported in a growing number of international locations, including the United States.

WHEREAS, the number of reported cases of COVID-19 has escalated dramatically over a short period of time, and on January 30, 2020, the World Health Organization (WHO) declared the outbreak a "public health emergency of international concern" followed by a declaration on March 11, 2020, characterizing the outbreak as a "pandemic."

WHEREAS, WHO officials now report that sustained human-to-human transmission of the virus is occurring. Transmission from asymptomatic individuals has been documented. Suspected community transmission of the virus is occurring in the United States. Although the majority of individuals infected with COVID-19 recover from the disease without special treatment, there is significant potential for serious infection and death.

WHEREAS, on January 31, 2020, United States Health and Human Service Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19.

WHEREAS, the Centers for Disease Control and Prevention (CDC) has determined that the virus presents a serious public health threat.

WHEREAS, on February 2, 2020, the federal government initiated the suspension of the entry of foreign nationals who were in China within the past fourteen (14) days. United States citizens, residents, and their immediate family members who were in the Hubei Province and other parts of mainland China are screened upon their entry into the United States. Those without symptoms traveling from areas of China (other than Hubei Province) are allowed to continue to their final destination, but are requested to self-quarantine in coordination with local public health officials for up to fourteen (14) days.

WHEREAS, on February 27, 2020, the CDC issued new guidelines to screen individuals suffering from a fever and/or signs/symptoms of lower respiratory illness (e.g. cough or shortness of breath) for COVID-19 for a history of travel from China, Iran, Italy, Japan, and South Korea as well as patients suffering from a fever with severe acute lower respiratory illness (e.g., pneumonia, ARDS) requiring hospitalization and without alternative explanatory diagnosis (e.g., influenza).

WHEREAS, on March 2, 2020, Lassen County Public Health opened a Department Operation Center (DOC) for monitoring the COVID-19 pandemic in communication with the federal Center for Disease Control and Prevention (CDC), California Department of Public Health (CDPH), and locally with Banner Lassen Medical Center, Emergency Medical Services (EMS) agencies, and our health care providers to ensure they have the latest up to date CDC guidance on recommended infection prevention.

WHEREAS, COVID-19 rapidly evolved and on March 13, 2020 there are one thousand six hundred and twenty-nine (1629) confirmed cases of COVID-19 in the United States and forty-one (41) confirmed fatalities in the United States, as well as one hundred and fifty three thousand five hundred and seventeen (153,517) confirmed cases of COVID-19 and five thousand seven hundred and thirty-five (5,735) fatalities worldwide.

WHEREAS, it is anticipated that there will be more confirmed cases in California and the State of Nevada from non-travel, community transmission due to the increase of these cases in the country, combined with the worldwide uncontrolled spread of COVID-19.

WHEREAS, according to the United State Census Bureau Quick Facts for Lassen County approximately 15.2% of Lassen County's population is age 65 years or over, and older adults and individuals with underlying health conditions are particularly vulnerable to COVID-19.

WHEREAS, on March 17, 2020, Lassen County opened a call center to provide callers with information about COVID-19.

WHEREAS, on March 18, 2020, the Lassen County Department of Public Health opened a Joint Information Center to arrange all incident-related public information activities among various local agencies and organizations performing critical emergency information, crisis communications, and public affairs functions.

WHEREAS, on March 19, 2020, the Governor of the State of California wrote in a letter to the President of the United States that "We project that roughly 56 percent of our [California] population - 25.5 million people - will be infected with the virus [COVID-19] over an eight week period."

WHEREAS, on March 19, 2020, the Lassen County Office of Emergency Services opened its Emergency Operations Center for the purpose of serving the planning, coordination, and asset allocation to respond to COVID-19.

WHEREAS, the Lassen County's in-custody jail population and the staff who serve them are at greater risk of COVID-19 exposure due to the confined living and working conditions in the jail, challenges associated with isolation and containment in that environment, and difficulty of preventing introduction of infection due to the large numbers of people moving in and out of the facilities each day.

WHEREAS, the local emergency response is focusing on ensuring the health and safety of those most at risk of complications from COVID-19 disease.

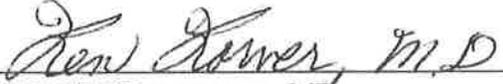
WHEREAS, California Health and Safety Code section 101080 authorizes the County Health Officer to declare a local health emergency in the County, or any part thereof, whenever the Health Officer reasonably determines that there is an imminent and proximate threat of the introduction of any contagious, infectious, or communicable disease, chemical agent, non-communicable biologic agent, toxin, or radioactive agent.

WHEREAS, this declaration enables the County to more effectively respond to the outbreak, seek and utilize mutual aid, potentially obtain reimbursement, and ensure that the County's public health professionals and providers have all necessary personal protective equipment to provide quality care and keep our community safe.

Now, therefore, pursuant to Health & Safety Code section 101080, the Lassen County Health Officer declares:

- 1) The potential introduction of COVID-19 into Lassen County, including within the City of Susanville and upon the sovereign lands of the Susanville Indian Rancheria, is a threat to the public health within the meaning of Health & Safety Code section 101080.
- 2) A local health emergency is declared in Lassen County, including within the City of Susanville and upon the sovereign lands of the Susanville Indian Rancheria, commencing on or about 11 a.m./p.m. of the 20th day of March, 2020.
- 3) This Declaration shall remain in effect for no longer than seven (7) days unless it has been ratified by the Lassen County Board of Supervisors.

DATE: 3/20/20


KENNETH KORVER, MD
Health Officer
County of Lassen

RESOLUTION NO. 20-5759
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE ENFORCEMENT OF ALL HEALTH LAWS WITHIN THE CITY OF
SUSANVILLE BY THE LASSEN COUNTY PUBLIC HEALTH OFFICER

WHEREAS California Health & Safety Code Section 101405 states that "Whenever a contract has been duly entered into, the county health officer and his or her deputies shall exercise the same powers and duties in the city as are conferred upon city health officers by law."

WHEREAS, California Health & Safety Code Section 101460 requires a city to appoint a health officer except when the City Council has made arrangements for the county to exercise the same powers and duties within the city as are conferred upon city health officers by law; and

WHEREAS, California Health & Safety Code Section 101375 authorizes the county health officer to enforce all health laws within an incorporated city with the consent of the city council.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Susanville hereby consents to allow the Public Health Officer of the County of Lassen to enforce and observe: (a) all orders and quarantine regulations prescribed by the Lassen County Health Services Agency - Public Health Division, and other regulations issued under the California Health & Safety Code; and (b) all statutes, ordinances, regulations, and rules relating to public health, all as provided for in California Health & Safety Code Section 101375.

The forgoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on this 25th day of March, 2020 by the following vote:

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution Number 20-5759 was adopted at a special meeting of the City Council of the City of Susanville held on the 25th day of March, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

PROCLAMATION OF LOCAL EMERGENCY NO. 2020-01

**PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY IN LASSEN COUNTY
RELATIVE TO THE NOVEL CORONAVIRUS – COVID-19**

WHEREAS, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness, and in some cases death.

WHEREAS, the reported number of cases of COVID-19 has escalated dramatically over a short period of time, and on January 30, 2020, the World Health Organization (WHO) declared the outbreak a "public health emergency of international concern" followed by a declaration on March 11, 2020, characterizing the outbreak as a "pandemic."

WHEREAS, on January 31, 2020, United States Health and Human Service Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19.

WHEREAS, the Centers for Disease Control and Prevention (CDC) has determined that the virus presents a serious public health threat.

WHEREAS, on March 2, 2020, Lassen County Public Health opened a Department Operation Center (DOC) for monitoring the COVID-19 pandemic in communication with the federal Center for Disease Control and Prevention (CDC), California Department of Public Health (CDPH), and locally with Banner Lassen Medical Center, Emergency Medical Services (EMS) agencies, and our health care providers to ensure they have the latest up to date CDC guidance on recommended infection prevention.

WHEREAS, on March 4, 2020, the Governor of the State of California Proclaimed a State of Emergency to exist in California due to the current and potential impacts caused by the COVID-19 and to combat the spread of COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency to respond to COVID-19.

WHEREAS, on March 17, 2020, Lassen County opened a call center to provide callers with information about COVID-19.

WHEREAS, on March 18, 2020, the Lassen County Department of Public Health opened a Joint Information Center to arrange all incident-related public information activities among various local agencies and organizations performing critical emergency information, crisis communications, and public affairs functions.

WHEREAS, on March 19, 2020, the Governor of the State of California wrote in a letter to the President of the United States that "We project that roughly 56 percent of our [California] population - 25.5 million people – will be infected with the virus [COVID-19] over an eight week period."

WHEREAS, on March 19, 2020, the Lassen County Office of Emergency Services opened an Emergency Operations Center for the purpose of planning, coordination, and asset allocation to respond to COVID-19.

WHEREAS, on March 19, 2020, the Governor of the State of California issued Executive Order N-33-20 ordering all individuals living in the State of California to stay home or at their place of residences except as needed to maintain continuity of operations of the federal critical infrastructure sectors.

WHEREAS, the aforesaid emergency throughout the United States of America, State of California, and Lassen County constitutes an emergency situation and a local emergency as set forth in California Government Code sections 8630.

WHEREAS, this emergency is likely beyond the control, capacity, and resources of the services, personnel, equipment, finances, and facilities of Lassen County, and local resources are unable to cope with the effects of said emergency.

WHEREAS, this emergency necessitates the immediate expenditure of public funds to protect the health, safety and property without complying with competitive bidding and other purchasing, bidding, and procurement requirements.

WHEREAS, Lassen County Code Section 11.14.060 authorizes the Lassen County Sheriff, Director of Emergency Services, and Assistant Director to issue a proclamation of local emergency if the Lassen County Board of Supervisors is not in session.

WHEREAS, this proclamation enables the County to more effectively respond and to obtain vital supplies, equipment, requisition necessary personnel, and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency.

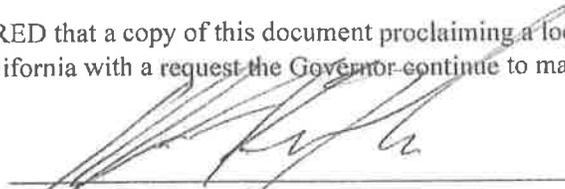
WHEREAS, on March 20, 2020, the Lassen County Health Officer executed a Declaration of A Local Emergency No. 2020-01 in Lassen County relative to the Novel Coronavirus – Covid-19.

NOW, THEREFORE, IT IS HERBY PROCLAIMED AND ORDERED, that a local emergency exists throughout Lassen County pursuant to Government Code section 8630 and as defined by Government Code section 8558, and shall be deemed to continue to exist subject to review and termination by the Lassen County Board of Supervisors pursuant to Government Code section 8630; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency the powers, functions, and duties of the emergency organization of this county shall be those prescribed by State law including but not limited to Government Code section 8634, County ordinances and resolutions, current Emergency Operations Plan, and pertinent documents.

IT IS FURTHER PROCLAIMED AND ORDERED that a copy of this document proclaiming a local emergency be forwarded to the Governor of the State of California with a request the Governor continue to maintain a State of Emergency for the County of Lassen.

DATE: 3/20/2020



DEAN GROWDON, Sheriff
County of Lassen

DATE: 3-20-2020



SILAS ROJAS, Assistant Director of Emergency Services
County of Lassen

Reviewed by:  City Administrator

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

SUBMITTED BY: Heidi Whitlock, Assistant to the City Administrator

MEETING DATE: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Discussion Regarding Community Garden

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY The City of Susanville, on February 20, 2019, entered into an agreement with the Lassen Aurora Network (LAN) to lease a .83 acre piece of property located at 105 South Ash Street for the purpose of creating and operating a community garden. LAN, pursuant to the attached lease, was responsible for the management and operation of the garden as well as procuring and maintaining insurance. It has been brought to the attention of staff that LAN is no longer operating and will no longer be able to perform the duties as stated in said lease.

Staff has been in contact with a member of the public, who is interested in keeping the community garden operating, and requests direction from the Council on whether or not a new agreement should be considered.

FISCAL IMPACT: None.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: LAN Lease Agreement.

**LEASE AGREEMENT
FOR USE OF LAND FOR THE PURPOSE OF
CREATING AND OPERATING A COMMUNITY VEGETABLE GARDEN**

This AGREEMENT made and entered into the 20th day of February 2019, between the CITY OF SUSANVILLE ("CITY"), 66 North Lassen St. Susanville, California 96130 and Lassen Aurora Network ("LAN"), 815 Cottage Street, Susanville, California 96130, is for allowing LAN to use CITY owned land to utilize the community garden ("GARDEN") for citizens as described below.

PURPOSE OF AGREEMENT

The purpose of this AGREEMENT is to state the terms and conditions under which the CITY will lease the 0.83 acre property located at 105 South Ash Street to LAN for the purpose of creating and operating a community garden.

RECITALS

WHEREAS, CITY owns the parcel located at 105 South Ash Street that is suitable for cultivation. This parcel will require on-going maintenance in the form of litter and weed control and additional police and fire protection; and

WHEREAS, local production of food can improve nutrition for Susanville's families and citizens, especially those Susanville community members who do not live in homes with access to adequate or any gardening space, while enhancing household food budgets; and

WHEREAS, gardening is a healthy and wholesome activity suitable for people of all ages including seniors and children and can add to the social fabric of Susanville; and

WHEREAS, local gardening would be a beneficial use near households without adequate land for gardening; and

WHEREAS, LAN is an existing Susanville-based non-profit organization with years of experience in community engagement and operates all current programs within the City Limits, showing proven results in aiding citizens;

WHEREAS, LAN has the capacity to manage and will manage the operation of the Susanville Community Garden;

NOW THEREFORE, in consideration of the mutual promises set forth in this agreement, the parties agree as follows:

1. Identification of City Property for Community Garden

CITY designates LAN as the entity to create and manage the operation of community garden on CITY property each calendar year at \$1.00 (ONE DOLLAR) per annum to LAN made payable annually to CITY on or before February 1st. This arrangement shall continue until either party moves to terminate with a 30-day notice of termination. CITY and LAN agree the property located at 105 South Ash Street in Susanville is suitable for a community garden.

2. Facility Access

LAN will have access to all exterior areas located at 105 South Ash street for the purposes of operating the community Garden. LAN will not have access to the building structures located at 105 South Ash unless accompanied by a City Employee to set-up, maintain, irrigation timers or control equipment or make improvements the structure with the City permission.

3. CITY Responsibilities

- a. Pay for power at the site up to a reasonable cost as determined by City.
- b. Pay for water at the site up to a reasonable cost as determined by City.

4. LAN Responsibilities

- a. Convene a review committee ("Garden Committee") which will include staff representatives from LAN, and other community members as appropriate and as determined by LAN. The Garden Committee will create a MANAGEMENT PLAN for the garden that will be submitted to the City as information annually prior to January 1 of each year. The MANAGEMENT PLAN shall address access, fencing, utilities, structures, maintenance, irrigation, and approved list of pesticides, herbicides and fertilizers.
- b. Prepare an annual GARDEN PROGRAM for the garden that will be submitted to the City as information annually prior to January 1 of each year. GARDEN PROGRAM will outline planned events and volunteer opportunities such as classes, workshops and work days and identify key participants and stake holders associated with the community garden.
- c. Provide reasonable access to the garden to community members, develop policies and procedures for operation of the community garden to ensure fair and equitable treatment of those in the community wishing to participate in elements of the GARDEN PROGRAM.
- d. Operate and maintain the community garden in accordance with MANAGEMENT PLAN, GARDEN PROGRAM, policies and procedures, and applicable local, state, and federal laws and regulations.
- e. Dedicate all proceeds from community garden and grant funds awarded to LAN, for the community garden, toward the operation, maintenance, or improvements of the community garden.
- f. Provide two updates to Susanville City Council. One update will be in January and the other will be in October.
- g. Maintain the exterior areas at the garden site to be:
 - i. Free from debris (trash and green waste)
 - ii. Groomed and orderly, free from clutter
 - iii. Safely accessible

5. Modification of Agreement

Notwithstanding any other provision in this Agreement, the parties may mutually modify this Agreement in writing, and they shall agree in such written modification to their respective rights and obligations upon modification. The modification must be signed by both parties.

6. Compliance with Statutes, Ordinances and Regulations

In performing the services required under this Agreement, LAN and CITY shall comply will all applicable Federal, State, County, and CITY statutes, ordinances and regulations.

7. Insurance

LAN shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property with may arise from or in connection with the Lessee's operation and use of the leased premises. LAN to provide City certificate of insurance with policy endorsements in the scope and amount indicated in 7.a. The cost of such insurance shall be borne by LAN.

a. Minimum Scope and Limit of Insurance

- i. Commercial General Liability (CGL): \$2,000,000 per occurrence for property damage, bodily injury, and personal and advertising injury. General aggregate shall apply separately to this location in the amount of \$4,000,000

8. Release and Hold Harmless Agreement

LAN, its successors and assigns, hereby release CITY from any and all liability for personal injury or property damages arising out of LAN's use of GARDEN due to any intentional or negligent acts, errors, or omissions on the part of LAN, its officers, officials, employees and volunteers; AND agree to hold CITY free, clear and harmless from any and all claims and demands whatsoever for personal injury or property damage due to any intentional or negligent acts, errors or omissions on the part of CITY, its officers, officials, employees and volunteers.

9. Assignment

This Agreement shall not be assignable by either party without the prior written consent of the other party.

10. Term of Agreement

The term of this Agreement shall commence upon approval of both parties, and shall continue in full force and effect and be automatically renewed each year thereafter until terminated by either party with thirty (30) days written notice.

11. Entire Agreement

This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes any and all other agreements, understandings, statements or representations, either oral or in writing.

IN WITNESS WHEREOF, LAN and CITY have caused this instrument to be executed on the 20th day of February 2019.

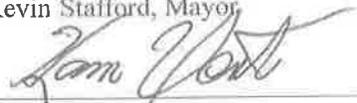
ATTEST:



CITY OF SUSANVILLE
Kevin Stafford, Mayor



Gwenna MacDonald, City Clerk



LASSEN AURORA NETWORK



Jessica Ryan, City Attorney

RESOLUTION NO. 19-5614

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO EXECUTE LEASE AGREEMENT BETWEEN
LASSEN AURORA NETWORK (LAN) AND THE CITY OF SUSANVILLE FOR
THE SUSANVILLE COMMUNITY GARDEN

WHEREAS, at its February 7, 2018 meeting, the City Council authorized the use of city property located at 105 South Ash Street for the purpose of establishing and operating a community garden; and

WHEREAS, local production of food can improve nutrition for Susanville's families and citizens, especially those Susanville community members who do not live in homes with access to adequate or any gardening space, while enhancing household food budgets; and

WHEREAS, gardening is a healthy and wholesome activity suitable for people of all ages including seniors and children and can add to the social fabric of Susanville; and

WHEREAS, local gardening would be a beneficial use near households without adequate land for gardening; and

WHEREAS, LAN is an existing Susanville-based non-profit organization with years of experience in community engagement and operates all current programs within the City Limits, showing proven results in aiding citizens;

WHEREAS, LAN has the capacity to manage and will manage the operation of the Susanville Community Garden;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the Mayor is authorized to execute the Lease Agreement between the Lassen Aurora Network and the City of Susanville for the Susanville Community Garden.

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 20th day of February, 2019, by the following vote:

| | |
|-------------|--|
| AYES: | Wilson, Franco, Schuster, Moore & Stafford |
| NOES: | None |
| ABSENT: | None |
| ABSTAINING: | None |

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Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:


Jessica Ryan, City Attorney

Reviewed by:  City Administrator

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

SUBMITTED BY: Mike Wilson, City Administrator

MEETING DATE: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Discussion Regarding Homelessness

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY During the January 15, 2020 City Council Meeting, several members of the public spoke up regarding the homeless situation in Susanville. City Council Members asked to aginize the topic for discussion at future City Council meetings.

FISCAL IMPACT: None.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: None

Reviewed by:  City Administrator

AGENDA ITEM NO. _____

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

SUBMITTED BY: Kevin Jones, Chief of Police

MEETING DATE: March 18, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Update on Coronavirus

PRESENTED BY: Kevin Jones, Chief of Police

SUMMARY The Police Chief will provide an update on the Coronavirus.

FISCAL IMPACT: None.

ACTION REQUESTED: Information Only.

ATTACHMENTS: None