
CITY OF SUSANVILLE
66 N. Lassen Street • Susanville CA
Mendy Schuster, Mayor
Russ Brown, Mayor pro tem
Dawn Miller • Patrick Parrish • Curtis Bortle

Susanville City Council
Regular Council Meeting • City Council Chambers
Wednesday, August 7, 2024 – 5:00 PM

NO CLOSED SESSION. MEETING TO START AT 5:00PM

CALL TO ORDER
ROLL CALL

1. **APPROVAL OF AGENDA:** *(Additions and/or Deletions)*
2. **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any):** *Any person may address the Council at this time upon any subject for discussion during Closed Session.*
3. **CLOSED SESSION:** **No business.**
4. **RETURN TO OPEN SESSION:** *(recess if necessary)*
 - *Reconvene in open session at 5:00pm*
 - *Pledge of allegiance*
 - *Invocation*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Proclamations, awards or presentations by the City Council*
5. **BUSINESS FROM THE FLOOR:** *Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting.*
Presentations are subject to a five-minute limit.
6. **CONSENT CALENDAR:** *All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.*
 - 6.A *Minutes of the City Council July 16, 2024 special meeting.*
 - 6.B *Vendor and payroll warrants*
 - 6.C *Consider Resolution No 24-6344, approving and authorizing the modification and conditions to the Memorandum of Understanding with the Susanville Police Officers Association Bargaining Unit*
7. **PUBLIC HEARINGS:**
 - 7.A *Consider Resolution No. 24-6335, approval the issuance of a Nuisance Abatement Order for*

1409 Fourth Street (APN 105-045-004-000), declaring dogs owned by John Murray to be a Nuisance.

- 7.B Consider Resolution No. 24-6336, considering a Cost Report for Administrative Penalties in the amount of \$10,000.00 to the owners of 811 Cottage Street APN (103-323-015-000).
- 7.C Consider Resolution No. 24-6337, considering a Lien for Administrative Penalties in the amount of \$10,000.00 to the owners of 811 Cottage Street APN 103-323-015-000.
- 7.D Consider Resolution No. 24-6338, considering a Cost Report for Administrative Penalties in the amount of \$10,000.00 to the owners of 713 Cottage Street APN (103-321-020-000).
- 7.E Consider Resolution No. 24-6339, considering a Lien for Administrative Penalties in the amount of \$10,000.00 to the owners of 713 Cottage Street APN 103-321-020-000.
- 7.F Consider Ordinance No. 24-1044, amending Title 17 of the Susanville Municipal Code to add sections which regulate and streamline density bonus and affordable housing incentives, accessory dwelling units (ADU's), reasonable accommodations, multifamily design standards, and establishing standards for their uses.

8. COUNCIL DISCUSSION/ANNOUNCEMENTS:

9. NEW BUSINESS:

- 9.A Consider Resolution No. 24-6340, authorizing the Public Works Director to execute standard agreement with the State of California Office of California Energy Commission and accepting \$40,000 in grant funding from the California Automated Permit Processing Program(CalAPP).
- 9.B Consider Resolution No. 24-6341, Authorizing the Public Works Director to enter into a Lease Agreement with LEAF and maintenance agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 606 Nevada Street, City's Engineering Division and authorize the Finance Director to make necessary budget amendments to the 7620 budget if needed for the agreements.
- 9.C Consider Resolution No. 24-6342, Authorizing Mayor to sign Agreement between the City of Susanville (City) and Placer Labs, Inc., for data analytic software annual subscription.
- 9.D Consider Resolution No. 24-6343, authorizing the purchase of a back up pump motor with the purchase split between Water, Geothermal and the Golf Course, and authorize the Finance Director to adjust the Water, Geothermal and Golf Course budgets as necessary.
- 9.E Consider appointing an ad hoc committee for the purpose of developing sub-recipient agreements for distributing the American Rescue Plan Act (ARPA) funds.

10. SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY: No business.

11. SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12. CONTINUING BUSINESS: No business.

13. CITY MANAGER'S REPORTS:

13.A Department Reports

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

15. ADJOURNMENT:

- **The next regular meeting of the Susanville City Council will be held on August 21, 2024 at 4:30PM.**

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.net, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for August 7, 2024 in the areas designated on August 2, 2024.

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: August 7, 2024

SUBJECT: Minutes of the City Council July 16, 2024 special meeting.

PRESENTED BY: Heidi Whitlock, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's July 16, 2024 special meeting.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to waive the reading of and approval to receive and file the City Council's minutes from the July 16, 2024 special meeting.

ATTACHMENTS:
[240716.cc.spec.min.draft.pdf](#)

**SUSANVILLE CITY COUNCIL
Special Council Meeting Minutes
TUESDAY, JULY 16, 2024 – 4:30 PM**

Mayor Schuster called the meeting to order at 4:31pm

Roll Call of Councilmembers Present: Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

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

Moved by Russ Brown; seconded by Curtis Bortle to approve.

Motion Carried: 5 - 0

Voting For: Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

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.* No comment.

3. CLOSED SESSION: The City Council met in closed session at 4:32pm to discuss the following:

A. PUBLIC EMPLOYMENT - pursuant to Government Code Section §54957

1. City Manager Evaluation

4. RETURN TO OPEN SESSION: (recess if necessary) The City Council reconvened in open session at 5:02pm.

The Pledge of Allegiance and Invocation were provided as was an opening prayer from Rajan Zed, President of the Universal Society of Hinduism.

Dan Newton, City Manager, stated that prior to Council convening in closed session, the Council approved the agenda as presented. He continued that they then convened in closed session to discuss the above-mentioned item; however, further discussion is required, and Council will reconvene in closed session following the conclusion of open session.

Erik Edholm, Assistant Director of Engineering, recognized Josh Anderson for his recent promotion to the Parks and Facilities Maintenance Superintendent position.

5. BUSINESS FROM THE FLOOR: Melanie Westbrook, public, invited Council Members to attend the Lassen Association of Realtors Training and Education day to be held on August 1, 2024 at 10:00am.

6. CONSENT CALENDAR:

6.A Minutes of the City Council July 3, 2024 regular meeting.

240703.cc.min.draft.pdf

Motion to waive the reading of and approval to receive and file the City Council's minutes from the July 3, 2024 regular meeting.

Moved by Curtis Bortle; seconded by Russ Brown to approve.

Motion Carried: 5- 0

Voting For: Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

7. **PUBLIC HEARINGS:** No business.

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Council Member Bortle stated that he talked with Rocky Deal and provided a brief summary.

9. **NEW BUSINESS:**

9.A Consider **Resolution No. 24-6331**, authorizing the following 1) City Council to accept and award Project No. 22-5116-3492, Susanville Southeast Gateway Project in the City of Susanville to the lowest responsible bidder; 2) The City Manager to execute a contract for \$2,194,537.25 once bonds and insurance are provided; and 3) Director of Public Works to issue a Notice To Proceed and execute related contract change orders up to amount allocated for project (\$2,507,000); and 4) Finance Director to create a budget for the project based on available STIP funds.

Mr. Edholm provided an explanation of the item and requested Council approval of Resolution No. 24-6331. He added that this project has been in the works for quite some time and connects the only area in Susanville that is missing sidewalks on Main Street.

Leann Vanderly, public, requested council consideration of using a local company.

Mr. Newton stated that the city is required to award the contract to the lowest responsible bidder per the California Public Contractor Code. He added that the only way around it is to not award at all.

[24-6331.pdf](#)

[APPARENT BID OPENING RESULTS - SUSANVILLE SOUTHEAST GATEWAY PROJECT.pdf](#)

Motion to approve Resolution No. 24-6331, authorizing the following 1) City Council to accept and award Project No. 22-5116-3492, Susanville Southeast Gateway Project in the City of Susanville to the lowest responsible bidder; 2) The City Manager to execute a contract for \$2,194,537.25 once bonds and insurance are provided; and 3) Director of Public Works to issue a Notice To Proceed and execute related contract change orders up to amount allocated for project (\$2,507,000); and 4) Finance Director to create a budget for the project based on available STIP funds.

Moved by Dawn Miller; seconded by Russ Brown to approve.

Motion Carried: 5- 0

Voting For: Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

9.B Consider **Resolution No. 24-6332**, Adopting the city of Susanville Fiscal Year 2024/25 Budget and amending budget policies previously adopted by Resolution No. 23-6152.

Chandra Jabbs, Finance Director, presented the proposed 2024/2025 budget and budget policies to the Council including an overview of any changes that have occurred since the last draft was presented.

She added that there is a new fund added, the 1012 fund, for the Code Enforcement Abatement funds acquired by ARPA.

Council Member Bortle inquired about the depreciation schedule for the water system to which Ms. Jabbs and Mr. Newton provided an explanation.

Jim McCarthy, public, stated that he would like the Council to consider getting rid of the Planning Commission as it is not required. He stated that the planning staff could handle it. He inquired as to how much it would save.

[24-6332 Budget.pdf](#)

[Exhibit A.pdf](#)

[Exhibit B Budget Process and Policies.docx](#)

[FY 24.25 Line Item Budget.pdf](#)

[Local Sales Tax Oversight Board Budget Report FY 24.25 Final.pdf](#)

Motion to approve Resolution No. 24-6332, Adopting the city of Susanville Fiscal Year 2024/25 Budget and amending budget policies previously adopted by Resolution No. 23-6152. Moved by Russ Brown; seconded by Patrick Parrish to approve.

Motion Carried: 5- 0

Voting For: Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

9.C Consider **Resolution No. 24-6333**, Establishing Appropriations Limitation for Fiscal Year 2024-2025

Ms. Jabbs provided an explanation of the item and requested Council approval of Resolution No. 24-6333.

[24-6333 Appropriations.pdf](#)

Motion to approve Resolution No. 24-6333, Establishing Appropriations Limitation for Fiscal Year 2024-2025

Moved by Curtis Bortle; seconded by Dawn Miller to approve.

Motion Carried: 5- 0

Voting For: Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

9.D Consider **Resolution No. 24-6334**, authorizing the purchase of a new fire engine in the amount of \$929,995.24 for the Susanville Fire Department and authorizing the Finance Director to create a project budget for the purchase.

Michael Bollinger, Public Safety Chief, provided an explanation of the item and requested Council approval of Resolution No. 24-6334.

[24-6334.pdf](#)

[3 quotes engine purchase.pdf](#)

[Fire App Solutions Final Invoice.pdf](#)

[Susanville FD FAS Proposal Revised 7-2-24 \(1\) \(003\).pdf](#)

Motion to approve Resolution No. 24-6334, authorizing the purchase of a new fire engine in the amount of \$929,995.24 for the Susanville Fire Department and authorizing the Finance Director to create a project budget for the purchase.

Moved by Russ Brown; seconded by Dawn Miller to approve.

Motion Carried: 5- 0

Voting For: Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller
Voting Against: None

10. **CONTINUING BUSINESS:** No business.

11. **CITY MANAGER REPORTS:**

11.A Department Reports

Department heads in attendance and the Assistant to the City Manager provided updates on items related to their departments.

12. **FUTURE COUNCIL ITEMS:**

12.A Future Council Items Possible direction to staff.

Council Member Parrish requested a formal change to the public comment time to 3 minutes be added to the agenda.

The Council recessed at 6:17pm prior to going back into closed session.

The Council reconvened in closed session at 6:31pm.

The Council reconvened in open session at 7:52pm.

Mr. Newton stated that the Council reconvened in closed session to continue discussing item 3A. No reportable action was taken, but direction was provided to staff.

[240716.FutureItemsList.pdf](#)

13. **ADJOURNMENT:** Motion to adjourn at 7:53pm.

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Alicia Cordova, Finance

Action Date: August 7, 2024

SUBJECT: Vendor and payroll warrants

PRESENTED BY: Chandra Jabbs, Finance Manager

SUMMARY: Warrants dated June 22, 2024 through July 26, 2024 numbered 221120-221122, 221164-221387.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$1,186,604.17, plus \$1,102,305.14 in payroll warrants, for a total of \$2,288,909.31.

ACTION REQUESTED: Motion to receive and file

ATTACHMENTS:
[06-27-24.pdf](#)
[06-28-24.pdf](#)
[07-05-24.pdf](#)
[07-10-24.pdf](#)
[07-11-24.pdf](#)
[07-18-24.pdf](#)
[07-25-24.pdf](#)

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 6/27/2024 - 6/27/2024Page: 1
Jun 27, 2024 11:13AM

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
06/24	06/27/2024	221181	10981	ALSCO INC	UNIFORMS-PW	LREN1945335	1	7620-430-10-44	LINEN SERVICE	35.53	35.53
Total LREN1945335:											
06/24	06/27/2024	221181	10981	ALSCO INC	UNIFORMS-STREETS	LREN1945336	1	2007-431-20-44	LINEN SERVICE	45.31	45.31
Total LREN1945336:											
06/24	06/27/2024	221181	10981	ALSCO INC	UNIFORMS-GAS	LREN1945337	1	7401-430-62-44	LINEN SERVICES	71.38	71.38
Total LREN1945337:											
06/24	06/27/2024	221181	10981	ALSCO INC	UNIFORMS-PW	LREN1945338	1	7620-430-10-44	LINEN SERVICE	10.00	10.00
06/24	06/27/2024	221181	10981	ALSCO INC	UNIFORMS-WATER	LREN1945338	2	7110-430-42-44	LINEN SERVICE	89.57	89.57
Total LREN1945338:											
06/24	06/27/2024	221181	10981	ALSCO INC	UNIFORMS-PARKS	LREN1945339	1	1011-452-20-44	LINEN SERVICES	35.00	35.00
Total LREN1945339:											
06/24	06/27/2024	221181	10981	ALSCO INC	UNIFORMS-PW	LREN1945340	1	7620-430-10-44	LINEN SERVICE	77.27	77.27
06/24	06/27/2024	221181	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1945340	2	7620-430-10-46	SUPPLIES-JANITORIAL	82.00	82.00
Total LREN1945340:											
06/24	06/27/2024	221182	10390	AUTOZONE PARTS INC	REPAIR & MAINT-FD	4015499904	1	1010-425-20-46	SUPPLIES	159.27	159.27
Total 4015499904:											
06/24	06/27/2024	221183	986	CARLSON'S TIRE PROS	REPAIR & MAINT-PARKS	1632	1	1011-452-20-44	MISC - REPAIR & MAINTENANC	37.89	37.89
Total 1632:											
06/24	06/27/2024	221184	9343	CROSSROADS MINISTRI	REFUND GAS OVERPAYMENT 2	062424	1	9999-1011-001	B OF A # 08038-80200	45.85	45.85

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 2					
				Check Issue Dates: 6/27/2024 - 6/27/2024				Jun 27, 2024 11:13AM					
GL	Check	Check	Vendor	Payee	Description	Invoice	Inv	GL Account	Seq	GL Account	Seq	Check	Check
Period	Issue Date	Number	Number			Number	Seq	No	Amount		Amount	Amount	Amount
Total 062424:													
06/24	06/27/2024	221185	161	CSK AUTO INC	SPARK PLUG-WATER	2740109895	1	7110-430-42-46	SUPPLIES-GENERAL		45.85	45.85	
Total 2740109895:													
06/24	06/27/2024	221185	161	CSK AUTO INC	STARTER-WATER	2740110494	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE		6.00	6.00	
Total 2740110494:													
06/24	06/27/2024	221185	161	CSK AUTO INC	REPAIR & MAINT-PD	2740111507	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA		150.82	150.82	
Total 2740111507:													
06/24	06/27/2024	221186	10670	CURRENT ELECTRIC & A	606 NEVADA ST SECURITY	049602	1	7620-1430-105	PRE-PAID OTHER		4.32	4.32	
Total 049602:													
06/24	06/27/2024	221186	10670	CURRENT ELECTRIC & A	75 N WEATHERLOW ST	049753	1	1011-1430-105	PRE PAID OTHER		144.00	144.00	
Total 049753:													
06/24	06/27/2024	221186	10670	CURRENT ELECTRIC & A	CITY HALL SECURITY SYSTEM	049935	1	1000-1430-105	PREPAID - OTHER		99.00	99.00	
06/24	06/27/2024	221186	10670	CURRENT ELECTRIC & A	75 N WEATHERLOW ST	049935	2	1011-1430-105	PRE PAID OTHER		48.00	48.00	
Total 049935:													
06/24	06/27/2024	221186	10670	CURRENT ELECTRIC & A	470-895 CIRCLE DR SECURITY	049936	1	7530-1430-105	PREPAID - OTHER		40.00	40.00	
Total 049936:													
06/24	06/27/2024	221187	11108		REFUND GAS OVERPAYMENT	10435200005	1	9999-1001-001	CASH CLEARING - UTILITIES		40.00	40.00	
Total 10435200005:													
06/24	06/27/2024	221188	184	DEPARTMENT OF JUSTI	FINGERPRINTS	739547	1	1000-416-10-45	FINGERPRINTING SERVICES		31.69	31.69	
Total 739547:													
											162.00	162.00	

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 3			
				Check Issue Dates: 6/27/2024 - 6/27/2024				Jun 27, 2024 11:13AM			
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 739547:											
06/24	06/27/2024	221189	194	DIAMOND SAW SHOP IN	SUPPLIES-STREETS SB1	20244	1	2005-431-20-46	SUPPLIES-GENERAL	89.90	89.90
Total 20244:											
06/24	06/27/2024	221189	194	DIAMOND SAW SHOP IN	SUPPLIES-STREETS SB1	20246	1	2005-431-20-46	SUPPLIES-GENERAL	14.02	14.02
Total 20246:											
06/24	06/27/2024	221189	194	DIAMOND SAW SHOP IN	SUPPLIES-STREETS	20253	1	2005-431-20-46	SUPPLIES-GENERAL	120.64	120.64
Total 20253:											
06/24	06/27/2024	221189	194	DIAMOND SAW SHOP IN	SUPPLIES-WATER	20254	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	155.54	155.54
Total 20254:											
06/24	06/27/2024	221190	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	060524	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	108.00	108.00
Total 060524:											
06/24	06/27/2024	221191	219	ED STAUB & SONS PETR	56.30 GAL DIESEL-GC	10953948	1	7530-451-52-46	GASOLINE	225.80	225.80
Total 10953948:											
06/24	06/27/2024	221191	219	ED STAUB & SONS PETR	11.85 GAL PROPANE	10958848	1	7201-430-81-46	PROPANE	39.56	39.56
Total 10958848:											
06/24	06/27/2024	221191	219	ED STAUB & SONS PETR	35.80 GAL DIESEL-GC	10965103	1	7530-451-52-46	GASOLINE	143.58	143.58
Total 10965103:											
06/24	06/27/2024	221192	11105		REFUND GAS OVERPAYMENT 2	062424	1	9999-1001-001	CASH CLEARING - UTILITIES	972.07	972.07
Total 062424:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 6/27/2024 - 6/27/2024

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
06/24	06/27/2024	221193	10916	EVERBANK N.A.	COPIER-PW	10032524	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	345.15	345.15
Total 10032524:											
06/24	06/27/2024	221194	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	470368A	1	7110-430-42-43	PROFESSIONAL SVCS	826.00	826.00
Total 470368A:											
06/24	06/27/2024	221195	265	FRONTIER	251-0015-PD	0015 060824	1	1009-421-10-45	COMMUNICATIONS	158.74	158.74
06/24	06/27/2024	221195	265	FRONTIER	251-0015-PD	0015 060824	2	1009-1430-105	PRE PAID OTHER	50.54	50.54
Total 0015 060824:											
06/24	06/27/2024	221195	265	FRONTIER	257-0315 AWOS AIRPORT	0315 061524	1	7201-430-81-45	COMMUNICATIONS	39.83	39.83
06/24	06/27/2024	221195	265	FRONTIER	257-0315 AWOS AIRPORT	0315 061524	2	7201-1430-105	PREPAID MISC.	39.83	39.83
Total 0315 061524:											
06/24	06/27/2024	221195	265	FRONTIER	257-1033-PARKS	1033 060524	1	1011-452-20-45	COMMUNICATIONS	131.60	131.60
06/24	06/27/2024	221195	265	FRONTIER	257-1033-PARKS	1033 060524	2	1011-1430-105	PRE PAID OTHER	20.25	20.25
Total 1033 060524:											
06/24	06/27/2024	221195	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 060524	1	1000-417-10-45	COMMUNICATIONS	96.06	96.06
06/24	06/27/2024	221195	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 060524	2	1000-1430-105	PREPAID - OTHER	19.25	19.25
Total 2960 060524:											
06/24	06/27/2024	221195	265	FRONTIER	257-7098 NATURAL GAS	7098 060124	1	7401-430-62-45	COMMUNICATIONS	97.98	97.98
Total 7098 060124:											
06/24	06/27/2024	221196	985	GAMETIME	REPLACEMENT PARTS PLAY S	PJI-0240521	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	6,218.47	6,218.47
Total PJI-0240521:											
06/24	06/27/2024	221197	11113		REFUND GAS DEPOSIT	10507900308	1	7401-2228-000	DEPOSITS-CUSTOMER	142.88	142.88

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 5					
Check Issue Dates: 6/27/2024 - 6/27/2024												Jun 27, 2024 11:13AM	
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 10507900308:												142.88	142.88
06/24	06/27/2024	221198	1019	HONEY LAKE VALLEY RE	PROFESSIONAL SVC GRANT M	2024101	1	2050-430-20-43	PROFESSIONAL SVCS	3,667.50	3,667.50		
Total 2024101:												3,667.50	3,667.50
06/24	06/27/2024	221198	1019	HONEY LAKE VALLEY RE	PROFESSIONAL SVC GRANT M	2024102	1	2050-430-20-43	PROFESSIONAL SVCS	1,425.00	1,425.00		
Total 2024102:												1,425.00	1,425.00
06/24	06/27/2024	221199	10995	INLAND SUPPLY CO INC	JANITORIAL SUPPLIES-PW	1090809	1	7620-430-10-46	SUPPLIES-JANITORIAL	210.16	210.16		
Total 1090809:												210.16	210.16
06/24	06/27/2024	221200	331	INTERNATIONAL CODE C	MEMBERSHIP DUES-FD	Q15.000023173	1	1010-1430-105	PREPAID OTHER	160.00	160.00		
Total Q15.000023173:												160.00	160.00
06/24	06/27/2024	221201	11115		RETURN OF FACILITY RENTAL	062424	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00		
Total 062424:												75.00	75.00
06/24	06/27/2024	221202	11114		TR EX SACRAMENTO CA 6/24-6/	062424	1	7620-430-10-45	TRAVEL	103.50	103.50		
Total 062424:												103.50	103.50
06/24	06/27/2024	221203	11106		REFUND GAS OVERPAYMENT 2	062424	1	9999-1001-001	CASH CLEARING - UTILITIES	19.95	19.95		
Total 062424:												19.95	19.95
06/24	06/27/2024	221204	11110		REFUND GAS DEPOSIT	10102950426	1	7401-2228-000	DEPOSITS-CUSTOMER	91.88	91.88		
Total 10102950426:												91.88	91.88
06/24	06/27/2024	221205	374	L.N. CURTIS & SONS	REPAIR & MAINT-FD	INV631273	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	1,002.83	1,002.83		
Total INV631273:												1,002.83	1,002.83

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 6			
				Check Issue Dates: 6/27/2024 - 6/27/2024				Jun 27, 2024 11:13AM			
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
06/24	06/27/2024	221205	374	L.N. CURTIS & SONS	REPAIR & MAINT-FD	INV833064	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	486.91	486.91
Total INV833064:											
06/24	06/27/2024	221205	374	L.N. CURTIS & SONS	NEW HIRE TURN OUT	INV887073	1	1010-422-10-46	SUPPLIES-SAFETY ITEMS	8,248.65	8,248.65
Total INV887073:											
06/24	06/27/2024	221205	374	L.N. CURTIS & SONS	HOSE-FD	INV891617	1	1010-422-10-46	SUPPLIES-SAFETY ITEMS	21,990.45	21,990.45
Total INV891617:											
06/24	06/27/2024	221206	1074	LASSEN AUTO BODY	REPAIR & MAIN-WATER	7CA82A5F	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	80.00	80.00
Total 7CA82A5F:											
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250146	1	7401-1430-105	PRE-PAID OTHER	153.34	153.34
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250146	2	7110-1430-105	PRE-PAID OTHER	153.33	153.33
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250146	3	2007-1430-105	PRE-PAID OTHER	153.33	153.33
Total 250146:											
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250157	1	7530-1430-105	PREPAID - OTHER	292.00	292.00
Total 250157:											
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250178	1	7401-1430-105	PRE-PAID OTHER	78.67	78.67
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250178	2	7110-1430-105	PRE-PAID OTHER	78.67	78.67
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250178	3	2007-1430-105	PRE-PAID OTHER	78.66	78.66
Total 250178:											
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250179	1	7401-1430-105	PRE-PAID OTHER	78.67	78.67
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250179	2	7110-1430-105	PRE-PAID OTHER	78.67	78.67
06/24	06/27/2024	221207	1478	LASSEN COUNTY ENVIR	2024-2025 CUPA FEES	250179	3	2007-1430-105	PRE-PAID OTHER	78.66	78.66
Total 250179:											
06/24	06/27/2024	221208	5027	LASSEN ECONOMIC DEV	REFUND GAS OVERPAYMENT	062424	1	9999-1001-001	CASH CLEARING - UTILITIES	1,000.00	1,000.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 7			
				Check Issue Dates: 6/27/2024 - 6/27/2024				Jun 27, 2024 11:13AM			
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 062424:											
06/24	06/27/2024	221209	437	LMUD	STREET LIGHTS	14041 051024	1	2007-431-60-46	ELECTRICITY	1,000.00	1,000.00
Total 14041 051024:											
06/24	06/27/2024	221209	437	LMUD	STREET LIGHTS-STREETS	2467 061024	1	2007-431-60-46	ELECTRICITY	4,559.40	4,559.40
Total 2467 061024:											
06/24	06/27/2024	221209	437	LMUD	RICHMOND RD BRIDGE-STREE	35094 052524	1	2007-431-60-46	ELECTRICITY	4,274.89	4,274.89
Total 35094 052524:											
06/24	06/27/2024	221209	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 052524	1	2005-431-20-46	SAFETY LIGHTING	320.67	320.67
Total 3651 052524:											
06/24	06/27/2024	221209	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 052524	1	2005-431-20-46	SAFETY LIGHTING	164.02	164.02
Total 49496 052524:											
06/24	06/27/2024	221209	437	LMUD	MAIN & FAIRFIELD-SAFETY LIG	49497 052524	1	2005-431-20-46	SAFETY LIGHTING	193.74	193.74
Total 49497 052524:											
06/24	06/27/2024	221210	9983	MODOC COUNTY RECOR	ADVERTISEMENT-PLANNING	1615	1	1011-419-10-45	ADVERTISING	163.87	163.87
Total 1615:											
06/24	06/27/2024	221210	9983	MODOC COUNTY RECOR	ADVERTISEMENT-PLANNING	1617	1	1011-419-10-45	ADVERTISING	63.00	63.00
Total 1617:											
06/24	06/27/2024	221211	10725	PACE SUPPLY CORP	REPAIR & MAINT-GC	319582720	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	108.00	108.00
Total 319582720:											
										107.36	107.36

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 8			
				Check Issue Dates: 6/27/2024 - 6/27/2024				Jun 27, 2024 11:13AM			
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
06/24	06/27/2024	221212	543	PAK N SHIP	SHIPPING-WATER	1115	1	7110-430-42-46	POSTAGE	63.00	63.00
Total 1115:											
06/24	06/27/2024	221213	546	PAYLESS BUILDING SUP	CONCRETE-STREETS SB1	232012	1	2005-431-20-46	SUPPLIES-GENERAL	16.03	16.03
Total 232012:											
06/24	06/27/2024	221214	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 053124	1	1009-421-10-45	COMMUNICATIONS	185.00	185.00
Total 63630 053124:											
06/24	06/27/2024	221215	11093	ROADSAFE TRAFFIC SY	STRIPING PAINT	208585	1	2005-431-20-46	SUPPLIES-GENERAL	5,174.73	5,174.73
Total 208585:											
06/24	06/27/2024	221216	11111		REFUND GAS DEPOSIT	10203172410	1	7401-2228-000	DEPOSITS-CUSTOMER	139.58	139.58
Total 10203172410:											
06/24	06/27/2024	221217	1217	SEAN BITLE	PROFESSIONAL SERVICES 23/	459	1	7530-451-52-43	PROFESSIONAL SERVICES	4,000.00	4,000.00
Total 459:											
06/24	06/27/2024	221217	1217	SEAN BITLE	PROFESSIONAL SERVICES 23/	467	1	7530-451-52-43	PROFESSIONAL SERVICES	4,000.00	4,000.00
Total 467:											
06/24	06/27/2024	221218	11028		REFUND WATER OVERPAYMEN	062424	1	9999-1001-001	CASH CLEARING - UTILITIES	37.23	37.23
Total 062424:											
06/24	06/27/2024	221219	76	SUSANVILLE ACE HARD	TAPE RULER-WATER	526096	1	7110-430-42-46	SUPPLIES-GENERAL	10.71	10.71
Total 526096:											
06/24	06/27/2024	221219	76	SUSANVILLE ACE HARD	CANOPY-WATER	526175	1	7110-430-42-46	SUPPLIES-GENERAL	107.16	107.16

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 6/27/2024 - 6/27/2024

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 526175:											
06/24	06/27/2024	221220	11000		REIMBURSEMENT FOR TRAVEL	062024	1	1000-465-10-45	TRAVEL	107.16	107.16
Total 062024:											
06/24	06/27/2024	221220	11000		REIMBURSEMENT FOR TRAVEL	062124	1	1000-465-10-45	TRAVEL	640.25	640.25
Total 062124:											
06/24	06/27/2024	221221	11107		REFUND GAS OVERPAYMENT 1	062424	1	9999-1001-001	CASH CLEARING - UTILITIES	239.33	239.33
Total 062424:											
06/24	06/27/2024	221222	9254	TRAILS WEST CONSTRU	REPAIR & MAINT-AIRPORT	165	1	7201-430-81-44	REPAIR AND MAINTENANCE-FA	851.40	851.40
Total 165:											
06/24	06/27/2024	221223	11112		REFUND WATER DEPOSIT	10429900001	1	7110-2228-000	DEPOSITS-CUSTOMER	5,060.00	5,060.00
Total 10429900001:											
06/24	06/27/2024	221224	11104		REFUND GAS OVERPAYMENT 1	062424	1	9999-1001-001	CASH CLEARING - UTILITIES	34.78	34.78
Total 062424:											
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61252887	1	7110-430-42-46	SUPPLIES-GENERAL	104.85	104.85
Total 61252887:											
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61263184	1	7110-430-42-46	SUPPLIES-GENERAL	686.87	686.87
Total 61263184:											
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61271451	1	7110-430-42-46	SUPPLIES-GENERAL	60.32	60.32
Total 61271451:											
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61271451	1	7110-430-42-46	SUPPLIES-GENERAL	156.83	156.83
Total 61271451:											
Total 61271451:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor			Page: 10				
					Check Issue Dates: 6/27/2024 - 6/27/2024			Jun 27, 2024 11:13AM				
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	
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61295221	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	1,163.06	1,163.06	
Total 61295221:											1,163.06	
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61298584	1	7110-430-42-46	SUPPLIES-GENERAL	26.19	26.19	
Total 61298584:											26.19	
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61299034	1	7110-430-42-46	SUPPLIES-GENERAL	17.56	17.56	
Total 61299034:											17.56	
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-GC	61315646	1	7530-451-52-46	SUPPLIES-GENERAL	5.61	5.61	
Total 61315646:											5.61	
06/24	06/27/2024	221225	770	WESTERN NEVADA SUP	SUPPLIES-WATER	CM61299034	1	7110-430-42-46	SUPPLIES-GENERAL	2.84	2.84	
Total CM61299034:											2.84	
06/24	06/27/2024	221226	11109		REFUND WATER DEPOSIT	10327550014	1	7110-2228-000	DEPOSITS-CUSTOMER	38.04	38.04	
06/24	06/27/2024	221226	11109		REFUND GAS DEPOSIT	10327550014	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00	
Total 10327550014:											238.04	
Grand Totals:											84,083.20	84,083.20

Report Criteria:

Report type: GL detail

Check Voided = False

M = Manual Check, V = Void Check

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
06/24	06/28/2024	221227	728	U.S. POSTMASTER	UB BILLING WATER	062824	1	7110-430-42-46	POSTAGE	593.97	593.97
06/24	06/28/2024	221227	728	U.S. POSTMASTER	UB BILLING GAS	062824	2	7401-430-62-46	POSTAGE	305.99	305.99
Total 062824:										899.96	899.96
Grand Totals:										899.96	899.96

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 1			
				Check Issue Dates: 7/5/2024 - 7/5/2024				Jul 05, 2024 02:37PM			
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
07/24	07/05/2024	221231	981	ALLIANT INSURANCE SE	PAYMENT OF NEW AIRPORT LI	2715594	1	7630-411-40-45	INSUR.AIRPORT OWNER OPER	4,750.00	4,750.00
Total 2715594:											
07/24	07/05/2024	221231	981	ALLIANT INSURANCE SE	AMVP ANNUAL INSURANCE PR	2719935	1	7630-411-40-45	INSURANCE-PROPERTY	19,343.00	19,343.00
Total 2719935:											
07/24	07/05/2024	221232	10390	AUTOZONE PARTS INC	SUPPLIES-STREETS SB1	401549925	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	24.89	24.89
Total 401549925:											
07/24	07/05/2024	221232	10390	AUTOZONE PARTS INC	DIESEL EXHAUST FLUID-FD	4015502908	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	41.98	41.98
Total 4015502908:											
07/24	07/05/2024	221233	9984	AXON ENTERPRISES IN	TASER CONTRACT-PD	INUS254244	1	1009-421-10-47	EQUIPMENT-SAFETY	5,770.16	5,770.16
Total INUS254244:											
07/24	07/05/2024	221234	11119		REFUND GAS DEPOSIT	10437600026	1	7401-2228-000	DEPOSITS-CUSTOMER	97.86	97.86
Total 10437600026:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	725 MAIN STREET-STREETS	176053761U037	1	2007-431-20-44	DISPOSAL	26.88	26.88
Total 176053761U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	605 ASH STREET-STREETS	176053765U037	1	2007-431-20-44	DISPOSAL	26.88	26.88
Total 176053765U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	617 MAIN ST-STREETS	176053766U037	1	2007-431-20-44	DISPOSAL	52.68	52.68

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor				Page: 2		
					Check Issue Dates: 7/5/2024 - 7/5/2024				Jul 05, 2024 01:01PM		
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 176053766U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	600 MAIN ST-STREETS	176053769U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053769U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	176053776U037	1	7530-451-52-44	DISPOSAL	112.98	112.98
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	176053776U037	2	7530-451-52-44	DISPOSAL	268.89	268.89
Total 176053776U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	176053967U037	1	7620-430-10-44	DISPOSAL	232.13	232.13
Total 176053967U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	176053968U037	1	1000-417-10-44	DISPOSAL	227.77	227.77
Total 176053968U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	176053969U037	1	1011-452-20-44	DISPOSAL	223.41	223.41
Total 176053969U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	720 SOUTH ST-SHOP	176053971U037	1	7620-430-10-44	DISPOSAL	240.86	240.86
Total 176053971U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	1110 NORTH STREET	176054048U037	1	1011-452-20-44	DISPOSAL	326.79	326.79
Total 176054048U037:											
07/24	07/05/2024	221235	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	176054184U037	1	2007-431-20-44	DISPOSAL	105.36	105.36
Total 176054184U037:											
07/24	07/05/2024	221236	98	CALIFORNIA ASSOCIATI	DUES AND MEMBERSHIP 7/24-F	060624	1	7630-411-40-45	INSUR.FIRE SALARY PROTECTI	206.50	206.50

M = Manual Check, V = Void Check

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 060624:											
07/24	07/05/2024	221237	139	CITY CLERKS ASSOC OF	CCAC MEMBER	300003436	1	1000-411-40-48	DUES AND MEMBERSHIPS	206.50	206.50
Total 300003436:											
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-PD	85253	1	1009-421-10-45	COMMUNICATIONS	8,730.00	8,730.00
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-FD	85253	2	1010-422-10-45	COMMUNICATIONS	2,282.40	2,282.40
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-AD	85253	3	1000-413-20-45	COMMUNICATIONS	961.20	961.20
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-FIN	85253	4	1000-415-10-45	COMMUNICATIONS	1,602.00	1,602.00
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-CLE	85253	5	1000-411-40-45	COMMUNICATIONS	320.40	320.40
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-EC	85253	6	1000-485-10-45	COMMUNICATIONS	640.80	640.80
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-PW	85253	7	7620-430-10-45	COMMUNICATIONS	4,244.40	4,244.40
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-STR	85253	8	2007-431-20-45	COMMUNICATIONS	1,281.60	1,281.60
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-PAR	85253	9	1011-452-20-45	COMMUNICATIONS	640.80	640.80
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-GA	85253	10	7401-430-62-45	COMMUNICATIONS	1,922.40	1,922.40
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-WA	85253	11	7110-430-42-45	COMMUNICATIONS	1,602.00	1,602.00
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-PLA	85253	12	1011-419-10-45	COMMUNICATIONS	480.60	480.60
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-BUI	85253	13	1011-424-20-45	COMMUNICATIONS	480.60	480.60
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY WAVE CONTRACT-NO	85253	14	1000-417-10-45	COMMUNICATIONS	730.80	730.80
Total 85253:											
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	24/25 FY CONTRACT MANAGED	85260	1	1000-417-10-43	TECHNICAL SVCS	5,644.40	5,644.40
Total 85260:											
07/24	07/05/2024	221238	148	COMPUTER LOGISTICS	CASELLE SERVER UPGRADE 2	85324	1	1000-417-10-43	TECHNICAL SVCS	11,491.71	11,491.71
Total 85324:											
07/24	07/05/2024	221239	11001	CORE PSYCHOLOGICAL	PEPS-KR	7572	1	1000-416-10-43	PROFESSIONAL SVCS	500.00	500.00
Total 7572:											
07/24	07/05/2024	221240	161	CSK AUTO INC	STARTER-STREETS SB1	2740107458	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	250.32	250.32

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/5/2024 - 7/5/2024

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 2740107458:											
07/24	07/05/2024	221240	161	CSK AUTO INC	CREDIT- STREETS SB1	2740107537	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	250.32	250.32
Total 2740107537:											
07/24	07/05/2024	221240	161	CSK AUTO INC	SUPPLIES-STREETS SB1	2740108633	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	206.15-	206.15-
Total 2740108633:											
07/24	07/05/2024	221240	161	CSK AUTO INC	BRAKE CLEANER-GAS	2740108657	1	7401-430-52-44	REPAIR AND MAINT-VEHICLE	15.12	15.12
07/24	07/05/2024	221240	161	CSK AUTO INC	BRAKE CLEANER-WATER	2740108657	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	15.11	15.11
07/24	07/05/2024	221240	161	CSK AUTO INC	BRAKE CLEANER-STREETS SB	2740108657	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	15.11	15.11
Total 2740108657:											
07/24	07/05/2024	221240	161	CSK AUTO INC	BATTERY-PW	2740110028	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	202.28	202.28
Total 2740110028:											
07/24	07/05/2024	221240	161	CSK AUTO INC	BATTERY-PW	2740110057	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	160.13	160.13
Total 2740110057:											
07/24	07/05/2024	221240	161	CSK AUTO INC	CREDIT- PW	2740110126	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	22.00-	22.00-
Total 2740110126:											
07/24	07/05/2024	221240	161	CSK AUTO INC	SUPPLIES-GAS	2740110130	1	7401-430-52-44	REPAIR AND MAINT-VEHICLE	20.53	20.53
07/24	07/05/2024	221240	161	CSK AUTO INC	SUPPLIES-WATER	2740110130	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	20.53	20.53
07/24	07/05/2024	221240	161	CSK AUTO INC	SUPPLIES-STREETS	2740110130	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	20.53	20.53
Total 2740110130:											
07/24	07/05/2024	221240	161	CSK AUTO INC	CREDIT- PW	2740110175	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	22.00-	22.00-
Total 2740110175:											
										22.00-	22.00-

M = Manual Check, V = Void Check

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
07/24	07/05/2024	221240	161	CSK AUTO INC	U-JOINT-PW	2740110306	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	60.51	60.51
Total 2740110306:											
07/24	07/05/2024	221240	161	CSK AUTO INC	CREDIT-PW	2740110419	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	72.48-	72.48-
Total 2740110419:											
07/24	07/05/2024	221240	161	CSK AUTO INC	SUPPLIES-WATER	2740110659	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	6.96	6.96
Total 2740110659:											
07/24	07/05/2024	221240	161	CSK AUTO INC	REPAIR & MAINT-PW	2740111300	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	21.63	21.63
Total 2740111300:											
07/24	07/05/2024	221240	161	CSK AUTO INC	REPAIR & MAINT-PW	2740111496	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	181.85	181.85
Total 2740111496:											
07/24	07/05/2024	221240	161	CSK AUTO INC	MEGACRIMP-WATER	2740111576	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	183.64	183.64
Total 2740111576:											
07/24	07/05/2024	221240	161	CSK AUTO INC	CLIP NUT-GAS	2740111707	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	4.97	4.97
Total 2740111707:											
07/24	07/05/2024	221240	161	CSK AUTO INC	REPAIR & MAINT-GC	2740111942	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	100.70	100.70
Total 2740111942:											
07/24	07/05/2024	221240	161	CSK AUTO INC	BATTERY-STREETS SB1	2740112846	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	217.49	217.49
Total 2740112846:											
07/24	07/05/2024	221240	161	CSK AUTO INC	REPAIR & MAINT-STREETS SB1	2740112876	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	41.55	41.55

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 6			
				Check Issue Dates: 7/5/2024 - 7/5/2024				Jul 05, 2024 01:01PM			
GL	Check	Check	Vendor	Payee	Description	Invoice	Inv	GL Account	GL Account Title	Seq	Check
Period	Issue Date	Number	Number			Number	Seq	No		Amount	Amount
Total 2740112876:											
07/24	07/05/2024	221240	161	CSK AUTO INC	VALVE STEMS-STREETS SB1	2740113080	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	4.68	4.68
Total 2740113080:											
07/24	07/05/2024	221240	161	CSK AUTO INC	BEARING-GC	2740492357	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	115.67	115.67
Total 2740492357:											
07/24	07/05/2024	221241	11122		RETURN OF FACILITY RENTAL	070324	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00
Total 070324:											
07/24	07/05/2024	221242	219	ED STAUB & SONS PETR	340 GAL UNLEADED-GC	10948975	1	7530-451-52-46	GASOLINE	1,505.26	1,505.26
Total 10948975:											
07/24	07/05/2024	221243	11117		REFUND GAS DEPOSIT	10219450132	1	7401-2228-000	DEPOSITS-CUSTOMER	114.23	114.23
Total 10219450132:											
07/24	07/05/2024	221244	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING- G	473838A	1	7530-451-52-43	PROFESSIONAL SERVICES	73.00	73.00
Total 473838A:											
07/24	07/05/2024	221244	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING- G	473880A	1	7530-451-52-43	PROFESSIONAL SERVICES	73.00	73.00
Total 473880A:											
07/24	07/05/2024	221244	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING- G	473881A	1	7530-451-52-43	PROFESSIONAL SERVICES	39.00	39.00
Total 473881A:											
07/24	07/05/2024	221244	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	474730A	1	7112-430-42-43	PROFESSIONAL SVCS	39.00	39.00
Total 474730A:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 7			
				Check Issue Dates: 7/5/2024 - 7/5/2024				Jul 05, 2024 01:01PM			
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
07/24	07/05/2024	221244	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	475068A	1	7110-430-42-43	PROFESSIONAL SVCS	141.00	141.00
Total 475068A:											
07/24	07/05/2024	221245	257	FOREST OFFICE EQUIPM	DECALS-FD	INV-6553	1	1010-422-10-43	TECHNICAL SVCS	72.64	72.64
Total INV-6553:											
07/24	07/05/2024	221245	257	FOREST OFFICE EQUIPM	COPIES-WATER	INV-6565	1	7110-430-42-43	TECHNICAL SVCS	21.65	21.65
Total INV-6565:											
07/24	07/05/2024	221245	257	FOREST OFFICE EQUIPM	METER CHARGE-FD	SV007620	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	32.41	32.41
Total SV007620:											
07/24	07/05/2024	221245	257	FOREST OFFICE EQUIPM	MAINT.CONTRACT FOLD MACHI	SV007665	1	7401-430-62-43	TECHNICAL SVCS	44.08	44.08
07/24	07/05/2024	221245	257	FOREST OFFICE EQUIPM	MAINT.CONTRACT FOLD MACHI	SV007665	2	7110-430-42-43	TECHNICAL SVCS	44.08	44.08
Total SV007665:											
07/24	07/05/2024	221245	257	FOREST OFFICE EQUIPM	KYOCERA COPIER -PW	SV007752	1	7620-430-10-43	TECHNICAL SVCS	361.74	361.74
Total SV007752:											
07/24	07/05/2024	221245	257	FOREST OFFICE EQUIPM	COPIER-FD	SV007777	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	36.70	36.70
Total SV007777:											
07/24	07/05/2024	221246	10385	HINDERLITER DE LLAMA	CONTRACT SERVICES- SALES	SIN039772	1	1000-415-10-43	PROFESSIONAL SVCS	1,168.44	1,168.44
Total SIN039772:											
07/24	07/05/2024	221246	10385	HINDERLITER DE LLAMA	AUDIT SERVICES-TRANSACTION	SIN040085	1	1000-415-10-43	PROFESSIONAL SVCS	723.96	723.96
Total SIN040085:											
07/24	07/05/2024	221247	10099	INTERNATIONAL LEAGU	MEMBERSHIP DUES	070224	1	1000-417-10-48	DUES AND MEMBERSHIPS	250.00	250.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 8			
				Check Issue Dates: 7/5/2024 - 7/5/2024				Jul 05, 2024 01:01PM			
GL	Check	Check	Vendor	Payee	Description	Invoice	Inv	GL Account	GL Account Title	Seq	Check
Period	Issue Date	Number	Number			Number	Seq	No		Amount	Amount
Total 070224:											
07/24	07/05/2024	221248	10150		reimbursement mileage April-June	063024	1	1000-413-20-45	TRAVEL	250.00	250.00
Total 063024:											
07/24	07/05/2024	221249	374	L.N. CURTIS & SONS	SUPPLIES-FD	INV833017	1	1010-422-10-46	SUPPLIES-COVID	80.40	80.40
Total INV833017:											
07/24	07/05/2024	221250	392	LASSEN COUNTY CLERK	ADVERTISING-PLANNING	070124	1	1011-419-10-43	PROFESSIONAL SVCS	80.40	80.40
Total 070124:											
07/24	07/05/2024	221251	10485	LEAF CAPITAL FUNDING	COPIER-FD	16701772	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	210.01	210.01
Total 16701772:											
07/24	07/05/2024	221252	437	LMUD	471-920 JOHNSTONVILLE RD-AI	10108 062524	1	7201-430-81-46	ELECTRICITY	250.00	250.00
Total 10108 062524:											
07/24	07/05/2024	221252	437	LMUD	GOLF COURSE IRR WELL/ NAG	122907 062524	1	7530-451-52-46	ELECTRICITY	250.00	250.00
Total 122907 062524:											
07/24	07/05/2024	221252	437	LMUD	GOLF COURSE PUMP STATION	122910 062524	1	7530-451-52-46	ELECTRICITY	2,621.83	2,621.83
Total 122910 062524:											
07/24	07/05/2024	221252	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 062524	1	7530-451-52-46	ELECTRICITY	3,310.35	3,310.35
Total 122929 062524:											
07/24	07/05/2024	221252	437	LMUD	GOLF COURSE PUMP HOUSE	132052 062524	1	7530-451-52-46	ELECTRICITY	30.00	30.00
Total 132052 062524:											
07/24	07/05/2024	221252	437	LMUD						118.75	118.75
Total 132052 062524:											
Total 132052 062524:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor				Page: 9		
					Check Issue Dates: 7/5/2024 - 7/5/2024				Jul 05, 2024 01:01PM		
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
07/24	07/05/2024	221252	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 062524	1	7530-451-52-46	ELECTRICITY	555.75	555.75
Total 144281 062524:											555.75
07/24	07/05/2024	221252	437	LMUD	SOUTH ST - PW OFFICE	14590 062524	1	7620-430-10-46	ELECTRICITY	741.87	741.87
Total 14590 062524:											741.87
07/24	07/05/2024	221252	437	LMUD	CADY SPRINGS	26784 062524	1	7110-430-42-46	ELECTRICITY	820.73	820.73
Total 26784 062524:											820.73
07/24	07/05/2024	221252	437	LMUD	LITTLE LEAGUE AREA LIGHTS	3522 062524	1	1011-452-20-46	ELECTRICITY	76.09	76.09
Total 3522 062524:											76.09
07/24	07/05/2024	221252	437	LMUD	720 SOUTH EMULSION TANK-P	38646 062524	1	7620-430-10-46	ELECTRICITY	301.92	301.92
Total 38646 062524:											301.92
07/24	07/05/2024	221252	437	LMUD	LITTLE LEAGUE PARK DRIVEW	416851 062524	1	1011-452-20-46	ELECTRICITY	19.69	19.69
Total 416851 062524:											19.69
07/24	07/05/2024	221252	437	LMUD	471-920 JOHNSTONVILLE RD-AI	54333 062524	1	7201-430-81-46	ELECTRICITY	40.52	40.52
Total 54333 062524:											40.52
07/24	07/05/2024	221252	437	LMUD	SPRING RIDGE BOOSTER	55754 062524	1	7110-430-42-46	ELECTRICITY	858.79	858.79
Total 55754 062524:											858.79
07/24	07/05/2024	221252	437	LMUD	925 SIERRA RD SPORTS CTR	60453 062524	1	1011-452-20-46	ELECTRICITY	30.42	30.42
Total 60453 062524:											30.42
07/24	07/05/2024	221252	437	LMUD	471-920 JOHNSTONVILLE RD AI	7146 062524	1	7201-430-81-46	ELECTRICITY	517.27	517.27

M = Manual Check, V = Void Check

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 7146 062524:											
07/24	07/05/2024	221252	437	LMUD	471-920 JOHNSTONVILLE RD AI	7154 062524	1	7201-430-81-46	ELECTRICITY	517.27	517.27
Total 7154 062524:											
07/24	07/05/2024	221252	437	LMUD	GOLF COURSE CLUB HOUSE	7394 062524	1	7530-451-50-46	ELECTRICITY	41.88	41.88
Total 7394 062524:											
07/24	07/05/2024	221252	437	LMUD	GOLF COURSE CART BARN 2	7400 062524	1	7530-451-52-46	ELECTRICITY	130.42	130.42
Total 7400 062524:											
07/24	07/05/2024	221252	437	LMUD	WELL #1-WATER	7714 062524	1	7110-430-42-46	ELECTRICITY	52.71	52.71
Total 7714 062524:											
07/24	07/05/2024	221252	437	LMUD	GOLF COURSE BARN 1 & 3	9312 062524	1	7530-451-52-46	ELECTRICITY	928.75	928.75
Total 9312 062524:											
07/24	07/05/2024	221252	437	LMUD	GEO PUMP #2	9503 062524	1	7301-430-52-46	ELECTRICITY	30.00	30.00
Total 9503 062524:											
07/24	07/05/2024	221252	437	LMUD	HOSPITAL LN-GEO	9963 062524	1	7301-430-52-46	ELECTRICITY	51.03	51.03
Total 9963 062524:											
07/24	07/05/2024	221253	1021		REIM. SUPPLIES-FD	062824	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	31.68	31.68
Total 062824:											
07/24	07/05/2024	221254	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1265286	1	7401-430-62-43	TECHNICAL SVCS	812.61	812.61
07/24	07/05/2024	221254	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1265286	2	7110-430-42-43	TECHNICAL SVCS	47.57	47.57

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/5/2024 - 7/5/2024Page: 11
Jul 05, 2024 01:01PM

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 1265286:											
07/24	07/05/2024	221255	10725	PACE SUPPLY CORP	SUPPLIES-PARKS	319622650	1	1011-452-21-44	FACILITY - REPAIR & MAINTENA	95.13	95.13
Total 319622650:											
07/24	07/05/2024	221256	546	PAYLESS BUILDING SUP	CREDIT-STREETS SB1	21984	1	2005-431-20-46	SUPPLIES-GENERAL	64.86	64.86
Total 21984:											
07/24	07/05/2024	221256	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS SB1	236041	1	2005-431-20-46	SUPPLIES-GENERAL	32.13-	32.13-
Total 236041:											
07/24	07/05/2024	221257	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-CI	58020 062824	1	1000-417-10-45	COMMUNICATIONS	194.48	194.48
Total 58020 062824:											
07/24	07/05/2024	221257	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 062824	1	1009-421-10-45	COMMUNICATIONS	768.00	768.00
07/24	07/05/2024	221257	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 062824	2	1009-421-10-45	COMMUNICATIONS	190.00	190.00
Total 63630 062824:											
07/24	07/05/2024	221257	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	68444 062824	1	7620-430-10-45	COMMUNICATIONS	185.00	185.00
Total 68444 062824:											
07/24	07/05/2024	221257	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-FD	69319 062824	1	1010-422-10-45	COMMUNICATIONS	375.00	375.00
Total 69319 062824:											
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	REMAINING 23/24 FY CONTRAC	6777	1	1000-412-10-43	PROFESSIONAL SVCS	370.20	370.20
Total 6777:											
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC	6778	1	1000-412-10-43	PROFESSIONAL SVCS	370.20	370.20
Total 6778:											
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC	6778	1	1000-412-10-43	PROFESSIONAL SVCS	306.04	306.04
Total 6778:											
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC	6778	1	1000-412-10-43	PROFESSIONAL SVCS	306.04	306.04
Total 6778:											
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC	6778	1	1000-412-10-43	PROFESSIONAL SVCS	6,500.00	6,500.00
Total 6778:											
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC	6778	1	1000-412-10-43	PROFESSIONAL SVCS	6,500.00	6,500.00
Total 6778:											
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC	6778	1	1000-412-10-43	PROFESSIONAL SVCS	231.00	231.00
Total 6778:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 12
Check Issue Dates: 7/5/2024 - 7/5/2024										Jul 05, 2024 01:01PM		
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 6778:												
07/24	07/05/2024	221258	9689	PRENTICE LONG & EPPE	INTERNAL INVESTIGATION	6793	1	7110-430-42-43	PROFESSIONAL SVCS	5,108.01	5,108.01	
Total 6793:												
07/24	07/05/2024	221259	11120		REFUND GAS DEPOSIT	10410270302	1	7401-2228-000	DEPOSITS-CUSTOMER	203.37	203.37	
Total 10410270302:												
07/24	07/05/2024	221260	11118		REFUND GAS DEPOSIT	10113760112	1	7401-2228-000	DEPOSITS-CUSTOMER	187.20	187.20	
Total 10113760112:												
07/24	07/05/2024	221261	11121		REFUND GAS DEPOSIT	10239100123	1	7401-2228-000	DEPOSITS-CUSTOMER	132.87	132.87	
Total 10239100123:												
07/24	07/05/2024	221262	11116	SEA-WESTERN INC	BOOTS-FD	SO26664	1	1010-422-10-43	VOLUNTEERS	132.87	132.87	
Total SO26664:												
07/24	07/05/2024	221263	76	SUSANVILLE ACE HARD	PAINT-STREETS SB1	526478	1	2005-431-20-46	SUPPLIES-GENERAL	42.59	42.59	
Total 526478:												
07/24	07/05/2024	221263	76	SUSANVILLE ACE HARD	FASTENERS-STREETS SB1	526482	1	2005-431-20-46	SUPPLIES-GENERAL	22.72	22.72	
Total 526482:												
07/24	07/05/2024	221263	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS SB1	526562	1	2005-431-20-46	SUPPLIES-GENERAL	100.76	100.76	
Total 526562:												
07/24	07/05/2024	221264	873	SUSANVILLE FORD	REPAIR & MAINT- GAS	5012354	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	35.44	35.44	
Total 5012354:												

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor			Page: 13			
					Check Issue Dates: 7/5/2024 - 7/5/2024			Jul 05, 2024 01:01PM			
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
07/24	07/05/2024	221265	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- CITY H	1006	1	1000-417-10-43	PROFESSIONAL SVCS	350.00	350.00
Total 1006:											350.00
07/24	07/05/2024	221266	749	VERIZON WIRELESS	CELLULAR PHONES - FD	9966878613	1	1010-422-10-45	COMMUNICATIONS	339.60	339.60
07/24	07/05/2024	221266	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CO	9966878613	2	1000-411-10-45	COMMUNICATIONS	167.56	167.56
07/24	07/05/2024	221266	749	VERIZON WIRELESS	CELLULAR PHONES - PD	9966878613	3	1009-421-10-45	COMMUNICATIONS	41.89	41.89
07/24	07/05/2024	221266	749	VERIZON WIRELESS	CELLULAR PHONES - ECON, D	9966878613	4	1000-465-10-45	COMMUNICATIONS	41.89	41.89
Total 9966878613:											590.94
07/24	07/05/2024	221267	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	176251	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	109.39	109.39
Total 176251:											109.39
07/24	07/05/2024	221267	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COUR	176252	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	218.78	218.78
Total 176252:											218.78
Grand Totals:											113,761.13
											113,761.13

Report Criteria:

Report type: GL detail
Check.Voided = False

M = Manual Check, V = Void Check

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
07/24	07/10/2024	221273	728	U.S. POSTMASTER	REMINDERS 101-103-WATER	071024	1	7110-430-42-46	POSTAGE	185.78	185.78
07/24	07/10/2024	221273	728	U.S. POSTMASTER	REMINDERS 101-103-GAS	071024	2	7401-430-62-46	POSTAGE	95.70	95.70
Total 071024:										281.48	281.48
Grand Totals:										281.48	281.48

M = Manual Check, V = Void Check

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
07/24	07/11/2024	221279	21	AIRGAS USA LLC	ACETYLENE/ARGON/OXYGEN/	5508595690	1	7110-430-42-46	SUPPLIES-GENERAL	559.09	559.09
07/24	07/11/2024	221279	21	AIRGAS USA LLC	ACETYLENE/ARGON/OXYGEN/	5508595690	2	7401-430-62-46	SUPPLIES-GENERAL	372.73	372.73
Total 5508595690:											
										931.82	931.82
07/24	07/11/2024	221280	981	ALLIANT INSURANCE SE	SPECIAL EVENTS/PARADE INS	2661244	1	1000-466-33-46	CIVIC CONTRIBUTIONS	3,718.00	3,718.00
Total 2661244:											
										3,718.00	3,718.00
07/24	07/11/2024	221281	10981	ALSCO INC	UNIFORMS-PW	LREN1948839	1	7620-430-10-44	LINEN SERVICE	35.53	35.53
Total LREN1948839:											
										35.53	35.53
07/24	07/11/2024	221281	10981	ALSCO INC	UNIFORMS-STREETS	LREN1948840	1	2007-431-20-44	LINEN SERVICE	62.63	62.63
Total LREN1948840:											
										62.63	62.63
07/24	07/11/2024	221281	10981	ALSCO INC	UNIFORMS-GAS	LREN1948841	1	7401-430-62-44	LINEN SERVICES	97.36	97.36
Total LREN1948841:											
										97.36	97.36
07/24	07/11/2024	221281	10981	ALSCO INC	UNIFORMS-PW	LREN1948842	1	7620-430-10-44	LINEN SERVICE	10.00	10.00
07/24	07/11/2024	221281	10981	ALSCO INC	UNIFORMS-WATER	LREN1948842	2	7110-430-42-44	LINEN SERVICE	80.60	80.60
Total LREN1948842:											
										90.60	90.60
07/24	07/11/2024	221281	10981	ALSCO INC	UNIFORMS-PARKS	LREN1948843	1	1011-452-20-44	LINEN SERVICES	35.00	35.00
Total LREN1948843:											
										35.00	35.00
07/24	07/11/2024	221281	10981	ALSCO INC	UNIFORMS-PW	LREN1948844	1	7620-430-10-44	LINEN SERVICE	80.35	80.35
07/24	07/11/2024	221281	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1948844	2	7620-430-10-46	SUPPLIES-JANITORIAL	89.00	89.00
Total LREN1948844:											
										169.35	169.35

M = Manual Check, V = Void Check

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
07/24	07/11/2024	221282	11123		REFUND GAS DEPOSIT	10229030007	1	7401-2228-000	DEPOSITS-CUSTOMER	192.17	192.17
Total 10229030007:											
07/24	07/11/2024	221283	11125	Y	REFUND GAS DEPOSIT	10120651240	1	7401-2228-000	DEPOSITS-CUSTOMER	34.73	34.73
Total 10120651240:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	CLEAN UP-PARKS	176053580U037	1	1011-452-24-46	SUPPLIES GENERAL	192.78	192.78
Total 176053580U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	CLEAR CREEK GREENWASTE	176053593U037	1	8404-430-15-48	GRANTS	2,332.68	2,332.68
Total 176053593U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	1205 MAIN STREET- STREETS	176053760U037	1	2007-431-20-44	DISPOSAL	193.63	193.63
Total 176053760U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	819 MAIN STREET- STREETS	176053762U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053762U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	801 MAIN STREET- STREETS	176053763U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053763U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	701 MAIN STREET- STREETS	176053764U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053764U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	611 MAIN STREET- STREETS	176053767U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053767U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	400 MAIN STREET- STREETS	176053768U037	1	2007-431-20-44	DISPOSAL	52.68	52.68

M = Manual Check, V = Void Check

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 176053768U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	626 MAIN ST-STREETS	176053770U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053770U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	176053771U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053771U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	1000 MAIN ST-STREETS	176053772U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053772U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	700 MAIN STREET-STREETS	176053773U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053773U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	822 MAIN STREET-STREETS	176053774U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053774U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	950 MAIN STREET-STREETS	176053775U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176053775U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	176053970U037	1	1009-421-10-44	DISPOSAL	223.41	223.41
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	176053970U037	2	1009-421-10-44	DISPOSAL	223.41	223.41
Total 176053970U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	900 MAIN ST-STREETS	176054056U037	1	2007-431-20-44	DISPOSAL	446.82	446.82
Total 176054056U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	1408 MAIN ST-STREETS	176054057U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176054057U037:											

M = Manual Check, V = Void Check

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 176054057U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	1616 MAIN STREET-STREETS	176054058U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176054058U037:											
07/24	07/11/2024	221284	1307	C&S WASTE SOLUTIONS	65 N LASSEN ST-STREETS	176054074U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176054074U037:											
07/24	07/11/2024	221285	156	CREATIVE FORMS & CO	ENVELOPES-WATER	120640	1	7110-430-42-46	SUPPLIES-GENERAL	696.43	696.43
Total 120640:											
07/24	07/11/2024	221286	10670	CURRENT ELECTRIC & A	720 SOUTH STREET	049603	1	7620-430-10-43	TECHNICAL SVCS	145.00	145.00
Total 049603:											
07/24	07/11/2024	221287	173	DATCO SERVICES	SUBSTANCE TEST	186469	1	1000-416-10-43	TECHNICAL SVCS	492.75	492.75
Total 186469:											
07/24	07/11/2024	221287	173	DATCO SERVICES	SUBSTANCE TEST	7-163851	1	1000-416-10-43	TECHNICAL SVCS	60.00	60.00
Total 7-163851:											
07/24	07/11/2024	221288	1261	DIAMOND TRUCK AND A	REPAIRS & MAINT-FD	5865	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	1,227.88	1,227.88
Total 5865:											
07/24	07/11/2024	221289	198	DITCH WITCH EQUIPMEN	HOSE REEL-WATER	904731	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	673.80	673.80
Total 904731:											
07/24	07/11/2024	221290	11127		REFUND GAS DEPOSIT	10324101902	1	7401-2228-000	DEPOSITS-CUSTOMER	198.60	198.60
Total 10324101902:											

M = Manual Check, V = Void Check

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
07/24	07/11/2024	221291	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	474731A	1	7110-430-42-43	PROFESSIONAL SVCS	117.00	117.00
Total 474731A:											
07/24	07/11/2024	221292	10385	HINDERLITER DE LLAMA	CONTRACT SERVICES- SALES	SIN036963	1	1000-415-10-43	PROFESSIONAL SVCS	1,290.44	1,290.44
Total SIN036363:											
07/24	07/11/2024	221292	10385	HINDERLITER DE LLAMA	CONTRACT SERVICE TRANSAC	SIN036708	1	1000-415-10-43	PROFESSIONAL SVCS	600.00	600.00
Total SIN036708:											
07/24	07/11/2024	221293	10995	INLAND SUPPLY CO INC	HANDSOAP-PW	1090809-01	1	7620-430-10-46	SUPPLIES-GENERAL	30.53	30.53
Total 1090809-01:											
07/24	07/11/2024	221294	7140		RETURN OF FACILITY RENTAL	062424	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00
Total 062424:											
07/24	07/11/2024	221295	11124		REFUND GAS DEPOSIT	10125020004	1	7401-2228-000	DEPOSITS-CUSTOMER	176.08	176.08
Total 10125020004:											
07/24	07/11/2024	221296	6725	LASSEN ASSOCIATION O	EDUCATION DAY EVENT	23593	1	1000-465-10-45	ADVERTISING	100.00	100.00
Total 23593:											
07/24	07/11/2024	221297	5027		REFUND GAS OVERPAYMENT L	10531900501	1	9999-1001-001	CASH CLEARING - UTILITIES	293.20	293.20
Total 10531900501:											
07/24	07/11/2024	221298	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	455170	1	7110-430-42-46	SUPPLIES-GENERAL	21.63	21.63
Total 455170:											
07/24	07/11/2024	221299	437	LMUD	SOUTH ST ROOSEVELT AREA L	1744 062524	1	1011-452-20-46	ELECTRICITY	11.04	11.04

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/11/2024 - 7/11/2024

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 1744 062524:											
07/24	07/11/2024	221299	437	LMUD	RIVERSIDE PARK	1999 062524	1	1011-452-20-46	ELECTRICITY	11.04	11.04
Total 1999 062524:											
07/24	07/11/2024	221299	437	LMUD	1505 MAIN ST FIRE STATION	2876 062524	1	1010-422-10-46	ELECTRICITY	72.59	72.59
Total 2876 062524:											
07/24	07/11/2024	221299	437	LMUD	RICHMOND RD BRIDGE-STREE	35094 062524	1	2007-431-60-46	ELECTRICITY	1,073.09	1,073.09
Total 35094 062524:											
07/24	07/11/2024	221299	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 062524	1	2007-431-60-46	ELECTRICITY	352.74	352.74
Total 3651 062524:											
07/24	07/11/2024	221299	437	LMUD	RICHMOND RD & PEARL CR- S	416894 062524	1	2007-431-60-46	ELECTRICITY	181.26	181.26
Total 416894 062524:											
07/24	07/11/2024	221299	437	LMUD	LAUREL ST- STREETS	416902 062524	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416902 062524:											
07/24	07/11/2024	221299	437	LMUD	SOUTH ST- STREETS	416924 062524	1	2007-431-60-46	ELECTRICITY	39.39	39.39
Total 416924 062524:											
07/24	07/11/2024	221299	437	LMUD	1801 MAIN ST- STREETS	417512 062524	1	2007-431-60-46	ELECTRICITY	39.39	39.39
Total 417512 062524:											
07/24	07/11/2024	221299	437	LMUD	ORCHARD ST- STREETS	418802 062524	1	2007-431-60-46	ELECTRICITY	23.12	23.12
Total 418802 062524:											

M = Manual Check, V = Void Check

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
07/24	07/11/2024	221299	437	LMUD	RIVERSIDE DR. & RIVER- STRE	418624 062524	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 418624 062524:											
07/24	07/11/2024	221299	437	LMUD	RIVERSIDE DR. & LAUREL- STR	418633 062524	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 418633 062524:											
07/24	07/11/2024	221299	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 062524	1	2007-431-60-46	ELECTRICITY	214.16	214.16
Total 49496 062524:											
07/24	07/11/2024	221299	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 062524	1	2007-431-60-46	ELECTRICITY	183.63	183.63
Total 49497 062524:											
07/24	07/11/2024	221299	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 062524	1	2007-431-60-46	ELECTRICITY	190.43	190.43
Total 49498 062524:											
07/24	07/11/2024	221299	437	LMUD	RIVERSIDE & MAIN LIGHTS-ST	49499 062524	1	2007-431-60-46	ELECTRICITY	305.80	305.80
Total 49499 062524:											
07/24	07/11/2024	221300	11126	L	REFUND GAS DEPOSIT	10324101901	1	7401-2228-000	DEPOSITS-CUSTOMER	174.95	174.95
Total 10324101901:											
07/24	07/11/2024	221301	480	MINERS & PISANI INC	SUPPLIES- GAS	IN-023224	1	7401-430-62-47	MACHINERY & EQUIPMENT	1,119.61	1,119.61
Total IN-023224:											
07/24	07/11/2024	221302	9983	MODOC COUNTY RECOR	ADVERTISEMENT-PLANNING	.78949	1	1011-419-10-45	ADVERTISING	74.38	74.38
Total .78949:											
07/24	07/11/2024	221303	9983	MODOC COUNTY RECOR	PROFESSIONAL SVC-STREETS	1629	1	2007-431-39-43	PROFESSIONAL SERVICES	369.00	369.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 8			
				Check Issue Dates: 7/11/2024 - 7/11/2024				Jul 11, 2024 10:33AM			
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 1629:											
07/24	07/11/2024	221304	10289	MW TREE SERVICE	MEMORIAL PARK BASEBALL FI	199	1	1011-452-21-43	PROFESSIONAL SERVICES	369.00	369.00
Total 199:											
07/24	07/11/2024	221305	824	ODP BUSINESS Solutio	FLYERS-GAS	372492220001	1	7401-430-62-46	SUPPLIES-GENERAL	523.00	523.00
07/24	07/11/2024	221305	824	ODP BUSINESS Solutio	FLYERS-WATER	372492220001	2	7110-430-42-46	SUPPLIES-GENERAL	522.99	522.99
Total 372492220001:											
07/24	07/11/2024	221306	556	PITNEY BOWES INC	POSTAGE	070424	1	1000-1410-002	INVENTORIES-POSTAGE	1,000.00	1,000.00
07/24	07/11/2024	221306	556	PITNEY BOWES INC	POSTAGE	070424	2	1000-1410-002	INVENTORIES-POSTAGE	2,591.50	2,591.50
Total 070424:											
07/24	07/11/2024	221307	76	SUSANVILLE ACE HARD	SUPPLIES-GAS	526595	1	7401-430-62-46	SUPPLIES-GENERAL	3.85	3.85
Total 526595:											
07/24	07/11/2024	221307	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS SB1	526735	1	2005-431-20-46	SUPPLIES-GENERAL	41.86	41.86
Total 526735:											
07/24	07/11/2024	221308	7691		REFUND WATER DEPOSIT	10416350010	1	7110-2228-000	DEPOSITS-CUSTOMER	35.97	35.97
07/24	07/11/2024	221308	7691		REFUND GAS DEPOSIT	10416350010	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10416350010:											
07/24	07/11/2024	221309	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PW	1010	1	7620-430-10-44	CUSTODIAL	235.97	235.97
Total 1010:											
07/24	07/11/2024	221310	10821	UBEO WEST LLC	COPIER CITY HALL	4557600	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	300.00	300.00
07/24	07/11/2024	221310	10821	UBEO WEST LLC	COPIER PD	4557600	2	1009-421-10-44	RENT & LEASES EQUIP & VEHI	300.00	300.00
Total 4557600:											
										610.72	610.72

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 9				
				Check Issue Dates: 7/11/2024 - 7/11/2024				Jul 11, 2024 10:33AM				
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
Grand Totals:											33,354.87	33,354.87

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

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/18/2024 - 7/18/2024Page: 1
Jul 18, 2024 03:50PM

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
07/24	07/18/2024	221312	10981	ALSCO INC	UNIFORMS-PW	LREN1950571	1	7620-430-10-44	LINEN SERVICE	35.53	35.53
Total LREN1950571:											
07/24	07/18/2024	221312	10981	ALSCO INC	UNIFORMS-STREETTS	LREN1950572	1	2007-431-20-44	LINEN SERVICE	62.63	62.63
Total LREN1950572:											
07/24	07/18/2024	221312	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1950573	1	7401-430-62-44	LINEN SERVICES	103.79	103.79
Total LREN1950573:											
07/24	07/18/2024	221312	10981	ALSCO INC	UNIFORMS-PW	LREN1950574	1	7620-430-10-44	LINEN SERVICE	10.00	10.00
07/24	07/18/2024	221312	10981	ALSCO INC	UNIFORMS-WATER	LREN1950574	2	7110-430-42-44	LINEN SERVICE	79.83	79.83
Total LREN1950574:											
07/24	07/18/2024	221312	10981	ALSCO INC	UNIFORMS-PARKS	LREN1950575	1	1011-452-20-44	LINEN SERVICES	44.40	44.40
Total LREN1950575:											
07/24	07/18/2024	221312	10981	ALSCO INC	UNIFORMS-PW	LREN1950576	1	7620-430-10-44	LINEN SERVICE	80.35	80.35
07/24	07/18/2024	221312	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1950576	2	7620-430-10-46	SUPPLIES-JANITORIAL	89.00	89.00
Total LREN1950576:											
07/24	07/18/2024	221313	98	CALIFORNIA ASSOCIATI	DUES AND MEMBERSHIP 8/24-F	070824	1	7630-411-40-45	INSUR.FIRE SALARY PROTECTI	206.50	206.50
Total 070824:											
07/24	07/18/2024	221314	986	CARLSON'S TIRE PROS	REPAIR & MAINT-STREETTS SB1	2086	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	25.00	25.00
Total 2086:											
07/24	07/18/2024	221315	10491		REIM TRAVEL EX	060724	1	1000-415-10-45	TRAINING	69.00	69.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/18/2024 - 7/18/2024Page: 2
Jul 18, 2024 03:50PM

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 060724:											
07/24	07/18/2024	221316	161	CSK AUTO INC	SUPPLIES-STREETS SB1	2740114187	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	439.39	439.39
Total 2740114187:											
07/24	07/18/2024	221316	161	CSK AUTO INC	REPAIR & MAINT-STREETS SB1	2740115472	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	5.73	5.73
Total 2740115472:											
07/24	07/18/2024	221316	161	CSK AUTO INC	OIL FILTER-STREETS SB1	2740115655	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	5.73	5.73
Total 2740115655:											
07/24	07/18/2024	221317	182	DEPARTMENT OF CONS	2ND QTR SMIP FEE REPORT 20	070924	1	1011-2205-003	DEPOSITS-STRONG MOTION P	15.34	15.34
Total 070924:											
07/24	07/18/2024	221318	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	070224	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	144.00	144.00
Total 070224:											
07/24	07/18/2024	221319	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	475463A	1	7110-430-42-43	PROFESSIONAL SVCS	141.00	141.00
Total 475463A:											
07/24	07/18/2024	221320	265	FRONTIER	257-1887 BACKUP	1887 070124	1	1000-417-10-45	COMMUNICATIONS	93.47	93.47
Total 1887 070124:											
07/24	07/18/2024	221320	265	FRONTIER	257-2520 GOLF COURSE	2520 070124	1	7530-451-52-45	COMMUNICATIONS	283.48	283.48
Total 2520 070124:											
07/24	07/18/2024	221321	11129	GOLDEN STATE CONNEX	LATA GRANT ENGINEERING &	SUS-WP1&2	1	2049-465-20-43	PROFESSIONAL SVCS	66,836.70	66,836.70
Total SUS-WP1&2:											

M = Manual Check, V = Void Check

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
07/24	07/18/2024	221322	11130		MUNITY CENTER DEPOSIT	071024	1	1000-2228-009	DEPOSITS-COMM CENTER RE	105.00	105.00
Total 071024:											
07/24	07/18/2024	221323	332	INTERSTATE GAS SERVI	NAT GAS/WATER CONSULTING-	7021808	1	7110-430-42-43	PROFESSIONAL SVCS	5,448.12	5,448.12
07/24	07/18/2024	221323	332	INTERSTATE GAS SERVI	NAT GAS/WATER CONSULTING-	7021808	2	7401-430-62-43	PROFESSIONAL SVCS	236.88	236.88
Total 7021808:											
07/24	07/18/2024	221324	1362	IRON MOUNTAIN INFO. M	POLICE DEPARTMENT SHREDD	JNPD260	1	1009-421-10-43	PROFESSIONAL SERVICES	128.22	128.22
Total JNPD260:											
07/24	07/18/2024	221325	237	JOHN DEERE FINANCIAL	REPAIRS-G.C	990202	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	350.53	350.53
Total 990202:											
07/24	07/18/2024	221326	6782		RETURN FIREWORK CLEAN-UP	071724	1	1000-2228-011	FIREWORKS CLEAN UP BOND	171.41	171.41
Total 071724:											
07/24	07/18/2024	221327	6843		RETURN FIREWORK CLEAN-UP	071724	1	1000-2228-011	FIREWORKS CLEAN UP BOND	171.41	171.41
Total 071724:											
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	14039 061024	1	2007-431-60-46	ELECTRICITY	231.61	231.61
Total 14039 061024:											
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	14039 071024	1	2007-431-60-46	ELECTRICITY	193.01	193.01
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	14039 071024	2	2007-431-60-46	ELECTRICITY	38.60	38.60
Total 14039 071024:											
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	14041 061024	1	2007-431-60-46	ELECTRICITY	5,015.34	5,015.34
Total 14041 061024:											
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	14041 071024	1	2007-431-60-46	ELECTRICITY	3,799.50	3,799.50

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/18/2024 - 7/18/2024Page: 4
Jul 18, 2024 03:50PM

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
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	14041 071024	2	2007-431-60-46	ELECTRICITY	759.90	759.90
Total 14041 071024:											
07/24	07/18/2024	221328	437	LMUD	S GAY ST-STREETTS	24323 061024	1	2007-431-60-46	ELECTRICITY	49.56	49.56
Total 24323 061024:											
07/24	07/18/2024	221328	437	LMUD	S GAY ST-STREETTS	24323 071024	1	2007-431-60-46	ELECTRICITY	58.05	58.05
07/24	07/18/2024	221328	437	LMUD	S GAY ST-STREETTS	24323 071024	2	2007-431-60-46	ELECTRICITY	11.61	11.61
Total 24323 071024:											
07/24	07/18/2024	221328	437	LMUD	66 N LASSEN ST	2466 071024	1	1000-417-10-46	ELECTRICITY	855.25	855.25
07/24	07/18/2024	221328	437	LMUD	66 N LASSEN ST	2466 071024	2	1000-417-10-46	ELECTRICITY	171.05	171.05
Total 2466 071024:											
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	2467 071024	1	2007-431-60-46	ELECTRICITY	1,696.36	1,696.36
07/24	07/18/2024	221328	437	LMUD	STREET LIGHTS	2467 071024	2	2007-431-60-46	ELECTRICITY	339.30	339.30
Total 2467 071024:											
07/24	07/18/2024	221328	437	LMUD	65 N WEATHERLOW ST- PARKS	2865 071024	1	1011-452-20-46	ELECTRICITY	42.00	42.00
07/24	07/18/2024	221328	437	LMUD	65 N WEATHERLOW ST- PARKS	2865 071024	2	1011-452-20-46	ELECTRICITY	8.40	8.40
Total 2865 071024:											
07/24	07/18/2024	221328	437	LMUD	65 N WEATHERLOW ST- PARKS	2867 071024	1	1011-452-20-46	ELECTRICITY	55.49	55.49
07/24	07/18/2024	221328	437	LMUD	65 N WEATHERLOW ST- PARKS	2867 071024	2	1011-452-20-46	ELECTRICITY	11.10	11.10
Total 2867 071024:											
07/24	07/18/2024	221328	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 071024	1	1011-452-20-46	ELECTRICITY	25.00	25.00
07/24	07/18/2024	221328	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 071024	2	1011-452-20-46	ELECTRICITY	5.00	5.00
Total 2870 071024:											
07/24	07/18/2024	221328	437	LMUD	NORTH ST BASEBALL PARK ME	2873 071024	1	1011-452-20-46	ELECTRICITY	30.00	30.00
07/24	07/18/2024	221328	437	LMUD	NORTH ST BASEBALL PARK ME	2873 071024	1	1011-452-20-46	ELECTRICITY	50.76	50.76

M = Manual Check, V = Void Check

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
07/24	07/18/2024	221328	437	LMUD	NORTH ST BASEBALL PARK ME	2873 071024	2	1011-452-20-46	ELECTRICITY	10.15	10.15
Total 2873 071024:											
07/24	07/18/2024	221328	437	LMUD	SAN FRANCISCO ST- STREETS	416835 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416835 061024:											
07/24	07/18/2024	221328	437	LMUD	SAN FRANCISCO ST- STREETS	416835 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	SAN FRANCISCO ST- STREETS	416835 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28
Total 416835 071024:											
07/24	07/18/2024	221328	437	LMUD	FIRST STREET & ALLEY LIGHTS	416848 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416848 061024:											
07/24	07/18/2024	221328	437	LMUD	FIRST STREET & ALLEY LIGHTS	416848 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	FIRST STREET & ALLEY LIGHTS	416848 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28
Total 416848 071024:											
07/24	07/18/2024	221328	437	LMUD	LONG ALLEY & LOVELL ALLEY-	416860 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416860 061024:											
07/24	07/18/2024	221328	437	LMUD	LONG ALLEY & LOVELL ALLEY-	416860 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	LONG ALLEY & LOVELL ALLEY-	416860 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28
Total 416860 071024:											
07/24	07/18/2024	221328	437	LMUD	INSPIRATION POINT- STREETS	416915 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416915 061024:											
07/24	07/18/2024	221328	437	LMUD	INSPIRATION POINT- STREETS	416915 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	INSPIRATION POINT- STREETS	416915 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/18/2024 - 7/18/2024Page: 6
Jul 18, 2024 03:50PM

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 416915 071024:											
07/24	07/18/2024	221328	437	LMUD	CAMPBELL ST- STREETS	416940 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416940 061024:											
07/24	07/18/2024	221328	437	LMUD	CAMPBELL ST- STREETS	416940 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	CAMPBELL ST- STREETS	416940 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28
Total 416940 071024:											
07/24	07/18/2024	221328	437	LMUD	WASHO LN- STREETS	416959 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416959 061024:											
07/24	07/18/2024	221328	437	LMUD	WASHO LN- STREETS	416959 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	WASHO LN- STREETS	416959 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28
Total 416959 071024:											
07/24	07/18/2024	221328	437	LMUD	130 N LASSEN STREET- STREE	416962 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416962 061024:											
07/24	07/18/2024	221328	437	LMUD	130 N LASSEN STREET- STREE	416962 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	130 N LASSEN STREET- STREE	416962 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28
Total 416962 071024:											
07/24	07/18/2024	221328	437	LMUD	MARTHA & ARNOLD STREET LI	421476 061024	1	2007-431-60-46	ELECTRICITY	39.39	39.39
Total 421476 061024:											
07/24	07/18/2024	221328	437	LMUD	MARTHA & ARNOLD STREET LI	421476 071024	1	2007-431-60-46	ELECTRICITY	32.83	32.83
07/24	07/18/2024	221328	437	LMUD	MARTHA & ARNOLD STREET LI	421476 071024	2	2007-431-60-46	ELECTRICITY	6.56	6.56
Total 421476 071024:											
										39.39	39.39

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/18/2024 - 7/18/2024Page: 7
Jul 18, 2024 03:50PM

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
07/24	07/18/2024	221328	437	LMUD	130 N PINE ST- STREETS	425450 061024	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 425450 061024:											
07/24	07/18/2024	221328	437	LMUD	130 N PINE ST- STREETS	425450 071024	1	2007-431-60-46	ELECTRICITY	16.41	16.41
07/24	07/18/2024	221328	437	LMUD	130 N LASSEN STREET- STREE	425450 071024	2	2007-431-60-46	ELECTRICITY	3.28	3.28
Total 425450 071024:											
07/24	07/18/2024	221328	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 061024	1	2007-431-60-46	ELECTRICITY	277.49	277.49
Total 43511 061024:											
07/24	07/18/2024	221328	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 071024	1	2007-431-60-46	ELECTRICITY	485.61	485.61
07/24	07/18/2024	221328	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 071024	2	2007-431-60-46	ELECTRICITY	97.12	97.12
Total 43511 071024:											
07/24	07/18/2024	221328	437	LMUD	WELL #3-WATER	4559 071024	1	7110-430-42-46	ELECTRICITY	5,881.27	5,881.27
07/24	07/18/2024	221328	437	LMUD	WELL #3-WATER	4559 071024	2	7110-430-42-46	ELECTRICITY	1,176.25	1,176.25
Total 4559 071024:											
07/24	07/18/2024	221328	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 061024	1	2007-431-60-46	ELECTRICITY	78.77	78.77
Total 49500 061024:											
07/24	07/18/2024	221328	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 071024	1	2007-431-60-46	ELECTRICITY	65.64	65.64
07/24	07/18/2024	221328	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 071024	2	2007-431-60-46	ELECTRICITY	13.13	13.13
Total 49500 071024:											
07/24	07/18/2024	221328	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 061024	1	2007-431-60-46	ELECTRICITY	78.77	78.77
Total 49501 061024:											
07/24	07/18/2024	221328	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 071024	1	2007-431-60-46	ELECTRICITY	198.58	198.58
07/24	07/18/2024	221328	437	LMUD	MAIN & FOSS SIGNAL LIGHT-SB	49501 071024	2	2005-431-20-46	SAFETY LIGHTING	198.58	198.58
07/24	07/18/2024	221328	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 071024	1	2007-431-60-46	ELECTRICITY	161.98	161.98
07/24	07/18/2024	221328	437	LMUD	MAIN & FOSS SIGNAL LIGHT-SB	49501 071024	2	2005-431-20-46	SAFETY LIGHTING	32.39	32.39

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor			Jul 18, 2024 03:50PM		Page: 8
										Check Issue Dates: 7/18/2024 - 7/18/2024					
GL	Check	Check	Vendor	Payee	Description	Invoice	Inv	GL	GL	Seq	Seq	Seq	Seq	Seq	Seq
Period	Issue Date	Number	Number			Number	Seq	Account	Account	Amount	Amount	Amount	Amount	Amount	Amount
Total 49501 071024:															
07/24	07/18/2024	221328	437	LMUD	606 NEVADA STREET	58209 061024	1	7620-430-10-46	ELECTRICITY	103.61	103.61	103.61	103.61	103.61	103.61
Total 58209 061024:															
07/24	07/18/2024	221328	437	LMUD	1801 MAIN ST POLICE STATION	8314 062524	1	1009-421-10-46	ELECTRICITY	1,342.27	1,342.27	1,342.27	1,342.27	1,342.27	1,342.27
Total 8314 062524:															
07/24	07/18/2024	221328	437	LMUD	MAIN ST & PINE ST-STREETS	94811 061024	1	2007-431-60-46	ELECTRICITY	30.00	30.00	30.00	30.00	30.00	30.00
Total 94811 061024:															
07/24	07/18/2024	221328	437	LMUD	MAIN ST & PINE ST-STREETS	94811 071024	1	2007-431-60-46	ELECTRICITY	25.00	25.00	25.00	25.00	25.00	25.00
07/24	07/18/2024	221328	437	LMUD	MAIN ST & PINE ST-SB1 SAFET	94811 071024	2	2005-431-20-46	SAFETY LIGHTING	5.00	5.00	5.00	5.00	5.00	5.00
Total 94811 071024:															
07/24	07/18/2024	221328	437	LMUD	RIVERSIDE PARK LIGHTS	9501 062524	1	1011-452-20-46	ELECTRICITY	145.45	145.45	145.45	145.45	145.45	145.45
Total 9501 062524:															
07/24	07/18/2024	221329	1508	MAIN STREET LUBE	REPAIR & MAINT- PD	43665	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	50.79	50.79	50.79	50.79	50.79	50.79
Total 43665:															
07/24	07/18/2024	221330	467	METER VALVE & CONTR	EQUIPMENT METER READING-	INV-006773	1	7401-430-62-44	REPAIR AND MAINTENANCE-FA	840.89	840.89	840.89	840.89	840.89	840.89
Total INV-006773:															
07/24	07/18/2024	221331	488	MORNING GLORY	SUPPLIES-POOL	398683	1	1011-452-20-46	SUPPLIES-GENERAL	200.00	200.00	200.00	200.00	200.00	200.00
Total 398683:															
07/24	07/18/2024	221332	9652	NOVAH ELECTRIC	SVC CAL	3087	1	7301-430-52-43	TECHNICAL SVC	175.00	175.00	175.00	175.00	175.00	175.00

M = Manual Check, V = Void Check

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 3087:											
07/24	07/18/2024	221333	9456	NUTRIEN AG SOLUTIONS	REPAIR & MAINT-GC	55000445	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	1,018.00	1,018.00
Total 55000445:											
07/24	07/18/2024	221334	572	QUILL CORPORATION	OFFICE SUPPLIES	39392701	1	1000-415-10-46	SUPPLIES-GENERAL	121.22	121.22
Total 39392701:											
07/24	07/18/2024	221335	1270	SILVER STATE BARRICA	SUPPLIES-SB-1	044476	1	2005-431-20-46	SUPPLIES-GENERAL	637.76	637.76
Total 044476:											
07/24	07/18/2024	221336	668	STONECO CONSTRUCTI	STREET SWEEPING HAULING	063024	1	2005-431-20-44	PROFESSIONAL SVCS	20,000.00	20,000.00
Total 063024:											
07/24	07/18/2024	221337	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS SB1	526186	1	2005-431-20-46	SUPPLIES-GENERAL	16.93	16.93
Total 526186:											
07/24	07/18/2024	221337	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS	526916	1	2007-431-20-46	SUPPLIES-GENERAL	25.32	25.32
Total 526916:											
07/24	07/18/2024	221338	7147		RETURN FIREWORK CLEAN-UP	071724	1	1000-2228-011	FIREWORKS CLEAN UP BOND	171.41	171.41
Total 071724:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	606 NEVADA	1274 070124	1	7620-430-10-44	SEWER	47.00	47.00
Total 1274 070124:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	66 N LASSEN	1276 070124	1	1000-417-10-44	SEWER	104.00	104.00
Total 1276 070124:											

M = Manual Check, V = Void Check

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
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	115 N WEATHERLOW	1448 070124	1	1011-451-80-44	SEWER	52.00	52.00
Total 1448 070124:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	65 N WEATHERLOW - ROOPS F	1449 070124	1	1011-452-20-44	SEWER	156.00	156.00
Total 1449 070124:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	1505 MAIN	2084 070124	1	1010-422-10-44	SEWER	104.00	104.00
Total 2084 070124:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	720 SOUTH ST	3203 070124	1	7620-430-10-44	SEWER	52.00	52.00
Total 3203 070124:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	1850 RIVER ST	3667 070124	1	1011-452-20-44	SEWER	52.00	52.00
Total 3667 070124:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR	3668 070124	1	1011-452-20-44	SEWER	118.00	118.00
Total 3668 070124:											
07/24	07/18/2024	221339	677	SUSANVILLE SANITARY	1200 NORTH ST	3669 070124	1	1011-452-20-44	SEWER	52.00	52.00
Total 3669 070124:											
07/24	07/18/2024	221340	6842		RETURN FIREWORKS CLEAN-U	071724	1	1000-2228-011	FIREWORKS CLEAN UP BOND	171.41	171.41
Total 071724:											
07/24	07/18/2024	221341	707	THOLL FENCE INC	FENCE BUILT & KADY SPRINGS	85365	1	7110-430-42-43	PROFESSIONAL SVCS	43,255.00	43,255.00
Total 85365:											
07/24	07/18/2024	221342	712	TNS TRUCKING CO	TRANSFER BASE ROCK-GAS	6100	1	7401-430-62-46	SUPPLIES-GENERAL	225.32	225.32
07/24	07/18/2024	221342	712	TNS TRUCKING CO	TRANSFER BASE ROCK-WATE	6100	2	7110-430-42-46	SUPPLIES-GENERAL	225.31	225.31
07/24	07/18/2024	221342	712	TNS TRUCKING CO	TRANSFER BASE ROCK-STREE	6100	3	2005-431-20-46	SUPPLIES-GENERAL	225.31	225.31

M = Manual Check, V = Void Check

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 6100:											
07/24	07/18/2024	221342	712	TNS TRUCKING CO	BASE ROCK-WATER	6129 070124	1	7110-430-42-46	SUPPLIES-GENERAL	675.94	675.94
07/24	07/18/2024	221342	712	TNS TRUCKING CO	BASE ROCK-GAS	6129 070124	2	7401-430-62-46	SUPPLIES-GENERAL	141.57	141.57
07/24	07/18/2024	221342	712	TNS TRUCKING CO	BASE ROCK-STREETS SB1	6129 070124	3	2005-431-20-46	SUPPLIES-GENERAL	141.57	141.57
Total 6129 070124:											
07/24	07/18/2024	221343	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PD	1003	1	1009-421-10-44	CUSTODIAL	64.35	64.35
Total 1003:											
07/24	07/18/2024	221343	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PD	1011	1	1009-421-10-44	CUSTODIAL	347.49	347.49
07/24	07/18/2024	221343	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PD	1011	2	1009-421-10-44	CUSTODIAL	600.00	600.00
Total 1011:											
07/24	07/18/2024	221344	6673		RETURN FIREWORK CLEAN-UP	071724	1	1000-2228-011	FIREWORKS CLEAN UP BOND	600.00	600.00
Total 071724:											
07/24	07/18/2024	221345	530	U.S. BANK EQUIPMENT F	UPSTAIRS COPIER CITY HALL	533204327	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	171.41	171.41
Total 533204327:											
07/24	07/18/2024	221311	728	U.S. POSTMASTER	WATER BILLING POSTAGE	071824	1	7110-430-42-46	POSTAGE	400.56	400.56
07/24	07/18/2024	221311	728	U.S. POSTMASTER	GAS BILLING POSTAGE	071824	2	7401-430-62-46	POSTAGE	841.90	841.90
Total 071824:											
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - PD	9967855790	1	1009-421-10-45	COMMUNICATIONS	433.70	433.70
Total 9967855790:											
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - ADMIN	9967967307	1	1000-413-20-45	COMMUNICATIONS	1,275.60	1,275.60
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9967967307	2	1011-424-20-45	COMMUNICATIONS	1,249.98	1,249.98
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9967967307	3	1011-452-20-45	COMMUNICATIONS	1,249.98	1,249.98
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	9967967307	4	7401-430-62-45	COMMUNICATIONS	74.83	74.83
Total 9967967307:											
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	9967967307	4	7401-430-62-45	COMMUNICATIONS	99.16	99.16
Total 9967967307:											
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	9967967307	4	7401-430-62-45	COMMUNICATIONS	103.78	103.78
Total 9967967307:											
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	9967967307	4	7401-430-62-45	COMMUNICATIONS	228.58	228.58

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 12				
				Check Issue Dates: 7/18/2024 - 7/18/2024				Jul 18, 2024 03:50PM				
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	
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9967967307	5	7620-430-11-45	COMMUNICATIONS	104.28	104.28	
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9967967307	6	7620-430-10-45	COMMUNICATIONS	1,373.95	1,373.95	
07/24	07/18/2024	221346	749	VERIZON WIRELESS	CELLULAR PHONES - CODE EN	9967967307	7	1011-425-20-46	SUPPLIES-GENERAL	210.42	210.42	
Total 9967967307:												
07/24	07/18/2024	221347	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61297395	1	7110-430-42-46	SUPPLIES-GENERAL	157.92	157.92	
Total 61297395:												
07/24	07/18/2024	221347	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61302405	1	7110-430-42-46	SUPPLIES-GENERAL	341.73	341.73	
Total 61302405:												
07/24	07/18/2024	221347	770	WESTERN NEVADA SUP	SUPPLIES-GAS	61309281	1	7401-430-62-46	SUPPLIES-GENERAL	6.84	6.84	
Total 61309281:												
07/24	07/18/2024	221347	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61311189	1	7110-430-42-46	SUPPLIES-GENERAL	227.57	227.57	
Total 61311189:												
07/24	07/18/2024	221347	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61311221	1	7110-430-42-46	SUPPLIES-GENERAL	26.61	26.61	
Total 61311221:												
07/24	07/18/2024	221347	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61311944	1	7110-430-42-46	SUPPLIES-GENERAL	22.58	22.58	
Total 61311944:												
07/24	07/18/2024	221347	770	WESTERN NEVADA SUP	SUPPLIES- GAS	61320509	1	7401-430-62-46	SUPPLIES-GENERAL	24.03	24.03	
Total 61320509:												
Grand Totals:											175,086.85	175,086.85

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/25/2024 - 7/25/2024

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
07/24	07/25/2024	221362	11055	1582 MEDICAL CORPORA	EXAM-FD	712	1	1010-422-10-43	PROFESSIONAL SVCS	1,400.00	1,400.00
Total 712:											
07/24	07/25/2024	221363	1244	ACUSHNET COMPANY	CREDIT-GC	300530091	1	7530-451-55-46	SUPPLIES - GENERAL	366.00-	366.00-
Total 300530091:											
07/24	07/25/2024	221363	1244	ACUSHNET COMPANY	SUPPLIES-GC	918516828	1	7530-451-55-46	SUPPLIES - GENERAL	849.00	849.00
Total 918516828:											
07/24	07/25/2024	221363	1244	ACUSHNET COMPANY	SUPPLIES-GC	918525757	1	7530-451-55-46	SUPPLIES - GENERAL	1,276.97	1,276.97
Total 918525757:											
07/24	07/25/2024	221364	10390	AUTOZONE PARTS INC	FUEL CAP-PW	4015509527	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	18.39	18.39
Total 4015509527:											
07/24	07/25/2024	221365	8854	CALIFORNIA JOINT POW	SCORE INS	DRONE-SCORE-24/25	1	7630-411-40-45	INSURANCE-LIABILITY	650.00	650.00
Total DRONE-SCORE-24/25:											
07/24	07/25/2024	221366	11131	CHRIS L COBIAN JR	PROPERTY CLEAN UP-PD	120617	1	1009-421-10-43	PROFESSIONAL SERVICES	158.00	158.00
Total 120617:											
07/24	07/25/2024	221367	161	CSK AUTO INC	SWAY LINK-STREETS SB1	2740117586	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	13.80	13.80
Total 2740117586:											
07/24	07/25/2024	221367	161	CSK AUTO INC	BRAKE DRUM-STREETS SB1	2740117676	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	120.16	120.16

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 2
Check Issue Dates: 7/25/2024 - 7/25/2024										Jul 25, 2024 09:12AM		
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 2740117676:												
07/24	07/25/2024	221368	194	DIAMOND SAW SHOP IN	TRIMMERS-STREET SB1	20337	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	54.07	54.07	
Total 20337:												
07/24	07/25/2024	221369	10523	DOWN RANGE INVESTM	SUPPLIES-PARKS	639842	1	1011-425-20-46	SUPPLIES-GENERAL	155.86	155.86	
Total 639842:												
07/24	07/25/2024	221369	10523	DOWN RANGE INVESTM	SUPPLIES-GAS	676360	1	7401-430-62-46	SUPPLIES-GENERAL	313.91	313.91	
Total 676360:												
07/24	07/25/2024	221369	10523	DOWN RANGE INVESTM	SUPPLIES-WATER	682805	1	7110-430-42-46	SUPPLIES-GENERAL	137.47	137.47	
07/24	07/25/2024	221369	10523	DOWN RANGE INVESTM	SUPPLIES-STREETS	682805	2	2007-431-20-46	SUPPLIES-GENERAL	141.80	141.80	
07/24	07/25/2024	221369	10523	DOWN RANGE INVESTM	SUPPLIES-PW	682805	3	7620-430-10-46	SUPPLIES-GENERAL	442.13	442.13	
Total 682805:												
07/24	07/25/2024	221369	10523	DOWN RANGE INVESTM	SUPPLIES-PW	688615	1	7620-430-10-46	SUPPLIES-GENERAL	279.51	279.51	
Total 688615:												
07/24	07/25/2024	221370	219	ED STAUB & SONS PETR	SUPPLIES-GEO	11054996	1	7301-430-52-46	SUPPLIES-GENERAL	173.11	173.11	
Total 11054996:												
07/24	07/25/2024	221371	230	ENTENMANN - ROVIN CO	DOME BADGE-FD	0182233-IN	1	1010-422-10-43	VOLUNTEERS	1,746.42	1,746.42	
Total 0182233-IN:												
07/24	07/25/2024	221372	10916	EVERBANK N.A.	COPIER-PW	10064643	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	345.15	345.15	
Total 10064643:												
07/24	07/25/2024	221373	285	FRONTIER	257-1033-PARKS	1033 070524	1	1011-452-20-45	COMMUNICATIONS	166.67	166.67	

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/25/2024 - 7/25/2024

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 1033 070524:											
07/24	07/25/2024	221373	285	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 070524	1	1000-417-10-45	COMMUNICATIONS	166.67	166.67
Total 2960 070524:											
07/24	07/25/2024	221374	1399	KIRACK CONSTRUCTION	CDBG CV 2/3 00080 MEMORIAL	8744	1	2046-465-20-44	CONSTRUCTION SERVICES	1,279.34	1,279.34
Total 8744:											
07/24	07/25/2024	221375	11094	LASSEN IRRIGATION CO	PROP 1-IRWMP JOHNSTONVILL	2023-179	1	2050-430-20-44	SUBRECIPIENT AGREEMENTS	16,228.90	16,228.90
Total 2023-179:											
07/24	07/25/2024	221376	412	LASSEN REGIONAL SOLI	DUMP FEES-SB1	4111	1	2005-431-20-46	SUPPLIES-GENERAL	16.15	16.15
07/24	07/25/2024	221376	412	LASSEN REGIONAL SOLI	DUMP FEES-SB1	4111	2	2005-431-20-46	SUPPLIES-GENERAL	2.98	2.98
07/24	07/25/2024	221376	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	4111	3	1011-452-20-44	MISC - REPAIR & MAINTENANC	7.61	7.61
07/24	07/25/2024	221376	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	4111	4	7110-430-42-44	DISPOSAL	12.54	12.54
07/24	07/25/2024	221376	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	4111	5	2007-431-82-43	TECHNICAL SERVICES	3.74	3.74
Total 4111:											
07/24	07/25/2024	221377	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 071024	1	1011-452-20-46	ELECTRICITY	32.53	32.53
07/24	07/25/2024	221377	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 071024	2	1011-452-20-46	ELECTRICITY	6.51	6.51
Total 10262 071024:											
07/24	07/25/2024	221377	437	LMUD	SKYLINE DR WELL 4-WATER	29931 071024	1	7110-430-42-46	ELECTRICITY	4,036.00	4,036.00
07/24	07/25/2024	221377	437	LMUD	SKYLINE DR WELL 4-WATER	29931 071024	2	7110-430-42-46	ELECTRICITY	807.20	807.20
Total 29931 071024:											
07/24	07/25/2024	221377	437	LMUD	HARRIS DR & HWY 36-WATER	30658 071024	1	7110-430-42-46	ELECTRICITY	60.05	60.05
07/24	07/25/2024	221377	437	LMUD	HARRIS DR & HWY 36-WATER	30658 071024	2	7110-430-42-46	ELECTRICITY	12.01	12.01
Total 30658 071024:											
07/24	07/25/2024	221377	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 071024	1	7112-430-42-46	ELECTRICITY	72.06	72.06
Total 350161 071024:											
07/24	07/25/2024	221377	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 071024	1	7112-430-42-46	ELECTRICITY	70.57	70.57

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 7/25/2024 - 7/25/2024Page: 4
Jul 25, 2024 09:12AM

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
07/24	07/25/2024	221377	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 071024	2	7112-430-42-46	ELECTRICITY	14.11	14.11
Total 350161 071024:											
07/24	07/25/2024	221377	437	LMUD	115 N WEATHERLOW ST-MUSE	43866 071024	1	1011-451-80-46	ELECTRICITY	100.53	100.53
07/24	07/25/2024	221377	437	LMUD	115 N WEATHERLOW ST-MUSE	43866 071024	2	1011-451-80-46	ELECTRICITY	20.11	20.11
Total 43866 071024:											
07/24	07/25/2024	221377	437	LMUD	N PINE & COOK - SCADA-WATE	44153 071024	1	7110-430-42-46	ELECTRICITY	25.00	25.00
07/24	07/25/2024	221377	437	LMUD	N PINE & COOK - SCADA-WATE	44153 071024	2	7110-430-42-46	ELECTRICITY	5.00	5.00
Total 44153 071024:											
07/24	07/25/2024	221377	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 071024	1	7110-430-42-46	ELECTRICITY	30.78	30.78
07/24	07/25/2024	221377	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 071024	2	7110-430-42-46	ELECTRICITY	6.16	6.16
Total 44298 071024:											
07/24	07/25/2024	221377	437	LMUD	PAIUTE LN SCADA-WATER	44316 071024	1	7110-430-42-46	ELECTRICITY	28.86	28.86
07/24	07/25/2024	221377	437	LMUD	PAIUTE LN SCADA-WATER	44316 071024	2	7110-430-42-46	ELECTRICITY	5.77	5.77
Total 44316 071024:											
07/24	07/25/2024	221377	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 071024	1	7110-430-42-46	ELECTRICITY	79.15	79.15
07/24	07/25/2024	221377	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 071024	2	7110-430-42-46	ELECTRICITY	15.83	15.83
Total 45542 071024:											
07/24	07/25/2024	221377	437	LMUD	606 NEVADA STREET	58209 071024	1	7620-430-10-46	ELECTRICITY	111.93	111.93
07/24	07/25/2024	221377	437	LMUD	606 NEVADA STREET	58209 071024	2	7620-430-10-46	ELECTRICITY	22.38	22.38
Total 58209 071024:											
07/24	07/25/2024	221377	437	LMUD	NORTH ST BALL PARK-MEM FIE	9283 071024	1	1011-452-20-46	ELECTRICITY	144.98	144.98
07/24	07/25/2024	221377	437	LMUD	NORTH ST BALL PARK-MEM FIE	9283 071024	2	1011-452-20-46	ELECTRICITY	28.99	28.99
Total 9283 071024:											
Total 173.97											

M = Manual Check, V = Void Check

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
07/24	07/25/2024	221377	437	LMUD	GEO PUMP #1	9297 071024	1	7301-430-52-46	ELECTRICITY	1,770.49	1,770.49
07/24	07/25/2024	221377	437	LMUD	GEO PUMP #1	9297 071024	2	7301-430-52-46	ELECTRICITY	354.10	354.10
Total 9297 071024:											
										2,124.59	2,124.59
07/24	07/25/2024	221378	9652	NOVAH ELECTRIC	TECHNICAL SERVICE-GEO	3086	1	7301-430-52-43	TECHNICAL SVC	375.00	375.00
Total 3086:											
										375.00	375.00
07/24	07/25/2024	221378	9652	NOVAH ELECTRIC	TECHNICAL SERVICE-WATER	3119	1	7110-430-42-43	TECHNICAL SVCS	250.00	250.00
Total 3119:											
										250.00	250.00
07/24	07/25/2024	221379	10683	OCEANEERING INTERNA	PROFESSIONAL SERVICES-AIR	T0010-0000004652	1	7620-430-11-43	PROFESSIONAL SERVICES	600.00	600.00
Total T0010-0000004652:											
										600.00	600.00
07/24	07/25/2024	221380	9133	OWEN EQUIPMENT SALE	REPAIR & MAINT-STREETS SB1	00063516	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	115.18	115.18
Total 00063516:											
										115.18	115.18
07/24	07/25/2024	221381	10725	PACE SUPPLY CORP	SUPPLIES-GEO	319681375	1	7301-430-52-46	SUPPLIES-GENERAL	46.94	46.94
Total 319681375:											
										46.94	46.94
07/24	07/25/2024	221382	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN-2024-6	1	8402-413-30-43	LAFCO EXEC. OFFICE SVC	3,500.00	3,500.00
07/24	07/25/2024	221382	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN-2024-6	2	8402-413-30-43	TECHNICAL SVCS	2,362.50	2,362.50
Total LASSEN-2024-6:											
										5,862.50	5,862.50
07/24	07/25/2024	221383	628	SCORE	EAP COVERAGE 7/24-6/25	SUSQ1FY25	1	7630-411-40-45	INSURANCE - EMPLOYEE ASST	2,925.00	2,925.00
07/24	07/25/2024	221383	628	SCORE	EPLI COVERAGE 7/24-6/25	SUSQ1FY25	2	7630-411-40-45	EPLI INSURANCE	28,988.00	28,988.00
07/24	07/25/2024	221383	628	SCORE	LIABILITY INS. 7/24-6/25	SUSQ1FY25	3	7630-411-40-45	INSURANCE-LIABILITY	343,091.12	343,091.12
07/24	07/25/2024	221383	628	SCORE	PROPERTY INS. 7/24-6/25	SUSQ1FY25	4	7630-411-40-45	INSURANCE-PROPERTY	237,121.56	237,121.56
07/24	07/25/2024	221383	628	SCORE	WORKERS COMP 7/24-6/25	SUSQ1FY25	5	7630-411-40-42	WORKERS' COMPENSATION	121,143.67	121,143.67
Total SUSQ1FY25:											
										733,269.35	733,269.35
07/24	07/25/2024	221384	1217	SEAN BITLE	PROFESSIONAL SERVICES 23/	479	1	7530-451-52-43	PROFESSIONAL SERVICES	4,000.00	4,000.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor				Page: 6		
					Check Issue Dates: 7/25/2024 - 7/25/2024				Jul 25, 2024 09:12AM		
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 479:											
07/24	07/25/2024	221385	1270	SILVER STATE BARRICA	REPAIRS & MAINT-STREETS SB	047472	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	128.03	128.03
Total 047472:											
07/24	07/25/2024	221385	1270	SILVER STATE BARRICA	REPAIRS & MAINT-STREETS SB	047511	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	135.00	135.00
Total 047511:											
07/24	07/25/2024	221386	76	SUSANVILLE ACE HARD	REPAIR & MAINT-PARKS	526620	1	1011-452-21-44	FACILITY - REPAIR & MAINTENA	139.85	139.85
Total 526620:											
07/24	07/25/2024	221386	76	SUSANVILLE ACE HARD	FASTENERS-STREETS SB1	527137	1	2005-431-20-46	SUPPLIES-GENERAL	1.86	1.86
Total 527137:											
07/24	07/25/2024	221386	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS	527179	1	2007-431-20-46	SUPPLIES-GENERAL	24.35	24.35
Total 527179:											
07/24	07/25/2024	221387	712	TNS TRUCKING CO	TRANSFER BASE ROCK-GAS	6132	1	7401-430-62-46	SUPPLIES-GENERAL	225.32	225.32
07/24	07/25/2024	221387	712	TNS TRUCKING CO	TRANSFER BASE ROCK-WATE	6132	2	7110-430-42-46	SUPPLIES-GENERAL	225.31	225.31
07/24	07/25/2024	221387	712	TNS TRUCKING CO	TRANSFER BASE ROCK-STREE	6132	3	2005-431-20-46	SUPPLIES-GENERAL	225.31	225.31
Total 6132:											
Grand Totals:											
										675.94	675.94
										779,156.68	779,156.68

M = Manual Check, V = Void Check

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No 24-6344**, approving and authorizing the modification and conditions to the Memorandum of Understanding with the Susanville Police Officers Association Bargaining Unit

PRESENTED BY: Dan Newton, City Manager

SUMMARY: The Susanville Police Officers Association (SPOA) has met and conferred in good faith and has agreed to modify the organizational chart of the Susanville Police Department to remove the Police Captain position and include two (2) Police Lieutenant positions and to remove the Police Chief position and add one (1) Public Safety Chief position. The City Council approved these organizational changes at a regular City Council meeting held on December 20, 2023. As part of these adopted changes, modification to the Susanville Police Officers Association's Memorandum of Understanding need to be incorporated. Additional changes to the MOU were addressed through the meet and confer process, those changes are summarized below and outlined in the attached Bargaining Unit Side Letter.

- Addition of Lieutenant to SPOA MOU
- Modification of verbiage for holidays
- Addition of Corporal to specialty assignments with 2.5% specialty pay for two (2) members of the unit.

FISCAL IMPACT: As determined by the terms negotiated by the Susanville Police Officers Association Bargaining Unit.

ACTION REQUESTED: Motion to approve Resolution No. 24-6344, approving and authorizing the modification and conditions to the Memorandum of Understanding with the Susanville Police Officers Association Bargaining Unit

ATTACHMENTS:
[Side Letter No. 2.pdf](#)
[24-6344.pdf](#)



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

To the Susanville Police Officers Association (SPOA) Representatives,

The Susanville Police Officers Association (SPOA) has met and conferred in good faith and has agreed to modify the organizational chart of the Susanville Police Department to remove the Police Captain position and include two (2) Police Lieutenant positions and to remove the Police Chief position and add one (1) Public Safety Chief position. The City Council approved these organizational changes of the ASSOCIATION at a regular City Council meeting held on December 20, 2023. As part of these adopted changes, modification to the Susanville Police Officers Association's Memorandum of Understanding need to be incorporated. The following position has been proposed to be distributed into the Susanville Police Officers Association (SPOA) at the below proposed ranges and steps:

Position	Proposed Range
Police Lieutenant	147-156

The proposed range of this position incorporates the existing ASSOCIATION incentives and longevity incentives. The job description for this position has been presented to the SPOA Unit and has met requirements for final approval. Police Lieutenants are non-exempt positions and are eligible and subject to the provisions as outlined in the 2023-2025 SPOA MOU including and notwithstanding the provisions as listed below:

The Police Lieutenant positions are subject to union dues in which the CITY will deduct from their wages the regular monthly dues. Such dues shall be deducted and transmitted to the association upon notification from the association that an employee has submitted a voluntary, revocable, written application for association membership in a manner complying with legal requirements. The CITY will cease dues deduction if notified by the association that an employee is no longer a member.

Notwithstanding Section 7F, the Police Lieutenant position is not eligible for specialty pay assignments or night differential pay.

Attached to this letter is the updated SPOA Memorandum of Understanding's Exhibit "A" Position Classification Schedule which demonstrates all ASSOCIATION members and those position ranges.

Additional SPOA MOU modifications include the following:

Section 12 Holidays, Subsection B: Members of the ASSOCIATION assigned to patrol schedule will recognize holidays as they fall on the calendar. Members will no longer observe holidays on the days observed and recognized by the city of Susanville.

Section 7 Salary Scale, Merit Step increase and pay period, Subsection F: Specialty Pay: Addition of the Corporal assignment as a 2.5% specialty assignment available to two (2) members of the ASSOCIATION.

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

This side letter and the terms outlined shall remain in effect through and including June 30, 2025, or until a successor MOU is reached, unless a specific provision provides for a different commencement and/or termination date. This letter has been ratified by both the CITY and UNIT on the 7th day of August 2024.

Dan Newton
City Manager

SPOA UNIT Representative

SPOA UNIT Representative

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

<u>POSITION</u>	<u>RANGE</u>
Police Officer - Base	136
Police Officer – 2.5% Incentive	137
Police Officer – 5.0% Incentive	138
Police Officer – 7.5% Incentive	139
Police Officer – 10% Incentive	140
Police Officer – 12.5% Incentive	141
Police Officer – 15.0% Incentive	142
Police Officer – 17.5% Incentive	143
Police Officer – 20.0% incentive	144
Police Officer – 22.5% incentive	145
 Police Sergeant - Base	 143
Police Sergeant – 2.5% Incentive	144
Police Sergeant – 5.0% Incentive	145
Police Sergeant – 7.5% Incentive	146
Police Sergeant – 10% Incentive	147
Police Sergeant – 12.5% Incentive	148
Police Sergeant – 15.0% Incentive	149
Police Sergeant – 17.5% Incentive	150
Police Sergeant – 20.0% incentive	151
Police Sergeant – 22.5% incentive	152
 Police Lieutenant* - Base	 147
Police Lieutenant* – 2.5% Incentive	148
Police Lieutenant* – 5.0% Incentive	149
Police Lieutenant* – 7.5% Incentive	150
Police Lieutenant* – 10% Incentive	151
Police Lieutenant* – 12.5% Incentive	152
Police Lieutenant* – 15.0% Incentive	153
Police Lieutenant* – 17.5% Incentive	154
Police Lieutenant* – 20.0% incentive	155
Police Lieutenant* – 22.5% incentive	156

Each incentive increase increment of 2.5% is achieved by providing the members of this ASSOCIATION with a salary matrix range increase. Each range in the salary matrix is 2.5% higher than the previous range.

*As adopted by Resolution, the Police Lieutenant has been added to the SPOA MOU.

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

RESOLUTION NO. 24-6344
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING THE MODIFICATION AND CONDITIONS TO THE
MEMORANDUM OF UNDERSTANDING WITH THE SUSANVILLE POLICE OFFICERS
ASSOCIATION BARGAINING UNIT

WHEREAS, the dissolution of the Professional Technical Unit agreed to distribute the Police Captain position into the Susanville Police Officers Association Bargaining Unit as of July 8, 2023; and

WHEREAS, at a regular City Council meeting held on December 20, 2023, the City Council approved organizational changes the organizational chart of the Susanville Police Department to remove the Police Captain position and include two (2) Police Lieutenant positions and to remove the Police Chief position and add one (1) Public Safety Chief position; and

WHEREAS, the Susanville Police Officers Association Bargaining Unit has ratified the respective agreement with the terms and conditions as outlined in the attached side letter; and

WHEREAS, the representatives from the Susanville Police Officers Association Bargaining Unit have negotiated a labor agreement according to the requirements of the Meyers-Milias-Brown Act; and

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville hereby approves and authorizes the following:

1. The Memorandum of Understanding with the Susanville Police Officers Association Bargaining Unit will adopt the attached side letter and incorporate the changes as outlined into the Susanville Police Officers Association Bargaining Unit Side Letter for the period of August 7, 2024, through and including June 30, 2025; and
2. The Finance Director shall modify the 2024/2025 fiscal year budget as necessary to accommodate the outlined changes made by the Susanville Police Officers Association Bargaining Unit Side Letter.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council for the City of Susanville held on the 7th day of August, 2024 by the following vote:

AYES:
NOES:
ABSENT:

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM:

Margaret Long, City Attorney

AGENDA ITEM NO. 7.A
Public Hearing

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6335**, approval the issuance of a Nuisance Abatement Order for 1409 Fourth Street (APN 105-045-004-000), declaring dogs owned by John Murray to be a Nuisance.

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY: **Code Enforcement Case No. CE#2024-005, 1409 Fourth Street (APN 105-045-004-000).**

The City Code Enforcement Division and Police Department have received numerous complaints from property owners over the years regarding the keeping and breeding of hybrid wolf dogs on the subject property in excess of what is allowed under the Susanville Municipal Code without first obtaining a Use Permit from the Planning Department and a Commercial Kennel License from the Police Department.

Specifically, the inspection reports and photos show that Mr. Murray has continued to keep more than 6 dogs at his residence without the proper dog licensing, vaccinations, Use Permit, and kennels license.

Finally, the property owner has failed to comply with the Notice of Intent to Declare a Public Nuisance Order which required the property owner to comply within 10 days of receiving. The property owner was served in person and the notice physically posted to the residence. The notice was also mailed to the property owner via first class mail.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 24-6335, approving the issuance of a Nuisance Abatement Order for 1409 Fourth Street (APN 105-045-004-000), declaring dogs owned by John Murray to be a Nuisance.

ATTACHMENTS:

[Public Notice_Post_ 1409 Fourth St.docx](#)

[1409 4th St. Nuisance Abatement Order.docx](#)

[Notice of Intent to Declare Public Nuisance-Public Hearing.docx](#)

Partially Redacted Complaint Form.pdf
24-7-15 Inspection Report.docx
24-7-9 Inspection Report.docx
7-9-24 Inspection Photo.jpg
Public Notice-Physical Posting to Residence.jpg
7-24-24 Inspection Photo.jpg
7-26-24 Site Inspection Photo.jpg
24-6335.pdf



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Susanville will conduct a Public Hearing pursuant to Susanville Municipal Code Chapter 6.04 to solicit comments regarding the issuance of Nuisance Abatement Order at the following location:

- 1409 Fourth Street, Susanville, California 96130 APN #105-045-004-000

The Public Hearing will be held on **Wednesday August 7, 2024, at 5:00 P.M.** (or as soon thereafter as the agenda permits) in the **Susanville City Council Chambers located at 66 North Lassen Street, Susanville, California.** The public is invited to attend and provide oral and/or written comments. Written comments must be received prior to 4:00 P.M. Friday August 2, 2024, for City Council review.

Notice Posted: JULY 15, 2024

By: Mike Prettyman, CODE ENFORCEMENT OFFICER

Margaret E. Long – SBN #227176
City Attorney for City of Susanville
66 North Lassen Street
Susanville, CA 96130
Phone: 530-252-5100
attorney@cityofsusanville.org

Attorney for: Petitioner/City of Susanville

CITY OF SUSANVILLE- CITY COUNCIL

CITY OF SUSANVILLE

Petitioner,

v.

JOHN MURRAY

Respondent.

NUISANCE ABATEMENT ORDER

Hearing: August 7, 2024, at 5:30 p.m. in
Council Chambers
66 North Lassen Street
Susanville, CA 96130

1. This proceeding was heard:

a. On August 7, 2024, at 5:30 pm in the Council Chambers at 66 North Lassen Street,
Susanville, CA 96130.

b. By the City Council of the City of Susanville with the following councilmembers
present:

c. Mendy Schuster presided over the procedure as Mayor.

d. This matter was set on a "Notice of Intention to Abate Public Nuisance & Notice
of Public Hearing" dated July 8, 2024, and served on Respondent John Murray by
Certified Mail on July 8, 2024, and posted on the structure at 1409 Fourth Street on July 8,
2024.

e. Present at the hearing were:

i. Kelly Mumper, City Planner and Cide Enforcement Supervisor,
representing the City of Susanville.

- 1 9. John Murray failed to comply with two prior Nuisance Abatement Orders dated
2 October 28, 2022, March 15, 2023.
- 3
- 4 10. John Murray's disregard for the Susanville Municipal Code, and two prior Nuisance
5 Abatement Orders resulted in the euthanasia of at least two litters of puppies due to
6 Parvo virus.
- 7
- 8 11. John Murray's negligent behavior has resulted in his inability to maintain a safe
9 environment for any dogs at 1409 Fourth Street in Susanville, California.
- 10
- 11 12. Pursuant to City of Susanville Municipal Code chapter 8.32.040, "No person may
12 maintain or use property or allow their property to be maintained or used in a manner
13 that creates or fosters the creation of a public nuisance."
- 14
- 15 13. John Murray was previously properly served with a Notice of Violation on March 3,
16 2022, and June 1, 2022, first class mail service pursuant to City of Susanville
17 Municipal Code section 8.32.060.
- 18
- 19 14. John Murray was properly served with a Notice of Intent to Declare A Nuisance and
20 Notice of Public Hearing on July 8, 2024, certified mail service pursuant to City of
21 Susanville Municipal Code section 8.32.060.
- 22
- 23 15. John Murray was properly served with a Notice of Intention to Abate Public Nuisance
24 and Notice of Public Hearing on July 8, 2024, and that said notice was properly posted
25 at 1409 Fourth Street on July 8, 2024, pursuant to City of Susanville Municipal Code
26 section 8.32.090.
- 27
- 28 16. John Murray's inability to comply with the City of Susanville Municipal Code has

resulted in the issuance of this Nuisance Abatement Order.

ORDERS

The Susanville City Council orders the following.

1. John Murray must not have any dogs at 1409 Fourth Street.
5. If John Murray does not comply with this order for 1409 Fourth Street by 11:59 pm on August 17, 2024, the City of Susanville Police Department Animal Control Officer SHALL enforce this Nuisance Abatement Order by removing all dogs from the subject property.

COST RECOVERY

7. All costs of the City's abatement efforts, including the abatement work and administrative time to investigate and to hear and effect the abatement shall be charged against John Murray as a personal debt or may be assessed upon 1409 Fourth Street and will constitute a lien or special assessment upon the property until paid.
8. This Order shall be effective for one year after issuance. During such period, the City Council shall retain jurisdiction over the conditions of the building, structure or property which constituted the nuisance established by this Order, as well as the abatement thereof, to ensure that the nuisance does not reoccur and that the building, structure or property is maintained in such a manner so as not to create a nuisance. If, during this one-year period, any enforcement official determines that the same or another nuisance, as defined by this chapter exists with respect to the building, structure or property, he or she SHALL give notice to abate the nuisance as provided for in section 8.32.060 of the City of Susanville Municipal Code. If John Murray does not abate the nuisance at any time within the abatement period, the City may proceed with the abatement itself under the provisions of section 8.32.190 of the City of Susanville Municipal Code without further action of the hearing board. The City of Susanville may also recover all of its abatement effort

costs as provided for in the City of Susanville Municipal Code.

APPEAL

Judicial Review:

Any person aggrieved by a nuisance abatement order affirmed by the Susanville City Council may obtain review of the nuisance abatement order in the Superior Court of Lassen County by filing with the court a petition for writ of mandate.

The foregoing nuisance abatement order was approved at a regular meeting of the City Council of the City of Susanville, held on the 7th day of August 2024. Resolution No. 24-XXXX of the City Council of the City of Susanville further resolves and authorizes the mayor to sign the foregoing nuisance abatement order.

Dated: August 7, 2024

MENDY SCHUSTER, MAYOR
Susanville City Council

I, Kelly Mumper, City Planner and Code Enforcement Supervisor for the City of Susanville attest that this copy of a Nuisance Abate Order issued by the City Council, and as memorialized by Resolution of the Susanville City Council No. 24-XXXX, is a true and accurate copy of the order to which I personally witnessed Mendy Schuster, Mayor of the Susanville City Council sign on the 7th day of August 2024. I declare under penalty of perjury that the foregoing is true and correct.

1 Dated: August 7, 2024

2

3

4

Kelly Mumper
City Planner/Code Enforcement Supervisor

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF INTENT TO DECLARE NUISANCE AND NOITICE OF PUBLIC HEARING – CITY COUNCIL

(Susanville Municipal Code Chapter 6.04)

July 15, 2024

John K. Murray
1409 Fourth Street
Susanville, California 96130

RE: 1409 Fourth Street, Susanville, California 96130
APN: 105-045-004-000
Code Enforcement Case #CE2024-005 (Previous Case #CE2022-012)

To Mr. John K. Murray:

You are hereby noticed that pursuant to Chapter 6.04 of the Susanville Municipal Code, the City of Susanville is seeking a resolution of the city council of the City of Susanville to make a declaration of nuisance regarding any dog that you may own, control, possess, harbor, temporarily possess, etc. This action is in addition to any administrative, civil, or criminal action currently being sought by the City of Susanville or the city's agents.

You are hereby ordered to cease and desist the allowance of nuisance activities that affect the general public peace, health and welfare.

Public Hearing

A public hearing shall be scheduled for **Wednesday August 7, 2024, at 5:00 p.m.** inside the **City Council Chambers for the City of Susanville at 66 North Lassen Street, Susanville, California 96130.** The city council will consider testimony by staff, by you, and from the public to whether a declaration of nuisance be issued and for any additional abatement orders by the city council.

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

Actions to Correct Violations

- All dogs in your possession must be licensed and must have proof of rabies vaccination. This applies to all dogs aged four (4) months or older.
- Shall contact the Planning Department to apply for a conditional use permit to permit a kennel operation within R-1 Single Family Residential zoned lands.
- Must obtain a kennels license through the Susanville Police Department.
- Shall ensure that the public peace is not disturbed by unnecessary noises and odors of dogs that are kept upon your property and shall ensure your dogs are not allowed to exit your property unrestrained and roam at large.

Timeline

- You have 10 days to initiate the process to correct the aforementioned violations.
- Notice to be provided on July 15, 2024.
- Initial abatement period ends July 25, 2024.
- Public Hearing to be held August 7, 2024, at 5:00 p.m. inside council chambers located at 66 North Lassen Street, Susanville, California 96130

The City of Susanville appreciates your cooperation regarding the matter as mentioned above as it is the intent of the City of Susanville to gain your compliance without the use of punitive enforcement procedures. If you have any further questions or concerns, you may contact me at (530) 252-5104.

Respectfully,

Kelly Mumper
City Planner/Code Enforcement Supervisor

CODE ENFORCEMENT COMPLAINT FORM

Building & Planning Division 66 N Lassen Street Susanville CA 96130

Date of Complaint: June 18, 2024 Address of Alleged Violation: 1409 4th St, Susanville

☒ Owner ☐ Tenant ☐ Unknown

Nature of Complaint

☒ Health & Safety ☐ Landscape ☐ Building/Remodeling without a Permit

Describe the Alleged Violation

About 9 AM 2 dogs out of yard in street. There are 10 additional dogs behind the fence constantly barking. The owner yells at them and does breed and sell puppies. We hear new puppies every 6 months or so. These dogs have in the past killed cats and chickens in the neighborhood and several years ago killed an alpaca across town. See photo

Name of Person Submitting Complaint: _____

Date: _____

Contact No.: _____

Office Use Only

Complaint Referred To: ☐ Admin ☐ Planning ☐ Building ☐ Fire Dept. ☐ Public Works ☐ Police

When finished investigating this complaint please return all documents to the Permit Technician

Case Reviewed By: _____ Date Of Review: _____

Investigation Report:

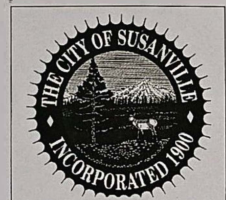
☐ Pictures ☐ Letter Sent ☐ Referred to another agency ☐ No violation found

☐ Follow up in 10 days ☐ Investigation Closed Date: _____

Assigned Case No. _____

Received Stamp & Initial

Received Stamp & Initial



VIOLATION INSPECTION / UPDATE REPORT

CASE # 2024-005

INSPECTION # 2

DATE: 7-15-24

TIME: 9:56 AM

OWNER: John K Murray

PROPERTY ADDRESS: 1409 Fourth St.

Susanville, Ca. 96130

A.P.N.: 105-045-004

ZONING:

PERSON CONTACTED: Mr. Murray

PHONE:

RELATION TO PROPERTY: Owner

CONDITIONS OBSERVED:

I posted a Notice of Public Hearing at the entranceway of the property and spoke briefly with Mr. Murray informing him of the Notice for the continued excessive dog nuisance as well as the date of the public hearing before City Counsel.

PHOTOS: YES X NO

Code Enforcement Officer: M. Prettyman

VIOLATION INSPECTION / UPDATE REPORT

CASE # pending

INSPECTION # 1

DATE: 7-9-24

TIME: 9:56 AM

OWNER: John K Murray

PROPERTY ADDRESS: 1409 Fourth St.

Susanville, Ca. 96130

A.P.N.: 105-045-004

ZONING:

PERSON CONTACTED: none

PHONE:

RELATION TO PROPERTY:

CONDITIONS OBSERVED:

In response to reports of potential City Municipal Code violations, I inspected and photographed the above referenced property from a public roadway. I counted no less than 12 dogs on the property and one dog outside the fence that may be associated with the property.

PHOTOS: YES X NO

Code Enforcement Officer: M. Prettyman





July 15, 2024 2:23 PM





July 26, 2024 10:41 AM

RESOLUTION NO. 24-6335
A RESOLUTION OF CITY COUNCIL OF THE CITY OF SUSANVILLE
DECLARING DOGS OWNED BY JOHN MURRAY
TO BE A NUISANCE

WHEREAS, California Government Code Sections §36901, §38771, and §38773.5(a) authorizes the city of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance and providing for the collection of civil penalties; and

WHEREAS, Susanville Municipal Code Section 6.04.080 empowers the City Council to declare animals to be nuisance and to order the responsible party to abate said nuisance; and

WHEREAS, for years the citizens of the city of Susanville and those who reside just within the unincorporated territory of Lassen County have been aggrieved by numerous dogs under the care, control, ownership, and possession of John Murray.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville, after considering oral and written testimony from the public and testimony by John Murray, hereby finds the following:

- A. John Murray is the owner of record for 1409 Fourth Street, Susanville, California 96130, and
- B. John Murray is the owner of record for 697-045 Cheney Creek Road, Susanville, California 96130, and
- C. John Murray is the owner and responsible party for a number of wolf-dog hybrids that are kept between his property located at 1409 Fourth Street, and
- D. John Murray has allowed his dogs to roam at large in violation of the Susanville Municipal Code, and
- E. John Murray has allowed his dogs to disturb the peace of the community by unreasonable noises and odors, and
- F. John Murray is in violation of the Susanville Zoning Ordinance by having 7 or more dogs in his possession at his residence on Fourth Street without obtaining a kennel license and other land use entitlements within the required timeframe (July 25, 2024) as per the notice of intent to declare a public nuisance, and
- G. John Murray is in violation of California health and safety laws and the Susanville Municipal Code for having dogs over the age of 4 months without proof of current rabies vaccinations, and
- H. John Murray is in violation of the Susanville Municipal Code for not having his dogs licensed with the city, and
- I. John Murray has had multiple litters of dogs suffer from parvo, and

BE IT FURTHER RESOLVED, that the Susanville City Council hereby orders John Murray to abate the nuisances created by dogs in his care, control, ownership, and possession and shall within ten (10) days do the following:

- A. John Murray shall reduce the number of dogs residing at 1409 Fourth Street (APN 105-045-004-000) to be zero, and
- B. Any dog that is found or located on 1409 Fourth Street property after the required abatement period shall constitute a dog at-large, and

- 1 C. John Murray shall comply with any provisions of Title 6, Title 8, Title 15, and Title
2 17 of the Susanville Municipal Code in regard to any such animal, including
3 dogs, or the condition of real property relating to the keeping of any animal,
4 including dogs, and shall comply with any lawful order provided by any city
5 official empowered by the City of Susanville to enforce its code, or any peace
6 officer of the State of California, and
7 D. John Murray shall comply with all local, state and federal laws regarding the
8 keeping of dogs within the City of Susanville, County of Lassen, and State of
9 California, and
10 E. The Susanville Police Department shall be authorized to seize any dog owned
11 by John Murray in violation of the nuisance abatement order, and
12 F. The City of Susanville is authorized to seek an inspection and abatement warrant
13 through the Lassen County Superior Court for any dog in violation of this order
14 that is found to be upon the property of 1409th Fourth Street, and 697-045 Cheney
15 Creek Road, or within any portion of territory within unincorporated Lassen
16 County, and

17 **BE IT FURTHER RESOLVED**, that the City Council of the city of Susanville hereby
18 declares the dogs that are in the care, control, ownership, and possession of John Murray to
19 be a nuisance and has called for the abatement of nuisance conditions caused by said dogs,
20 and hereby authorizes the mayor to sign a nuisance abatement order against John Murray.

21
22 APPROVED: _____
23 Mendy Schuster, Mayor

24
25 ATTEST: _____
26 Heidi Whitlock, City Clerk

27
28 The foregoing Resolution was adopted at a regular meeting of the City Council of the City
of Susanville, held on the 7th day of August 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6336**, considering a Cost Report for Administrative Penalties in the amount of \$10,000.00 to the owners of 811 Cottage Street APN (103-323-015-000).

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY: Approval of Cost Report for Administrative Fines in the amount of \$10,000.00 for continuous violations while under nuisance abatement order.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 24-6336, approving the Cost Report for Administrative Penalties in the amount of \$10,000.00 to the owners of 811 Cottage Street APN (103-323-015-000).

ATTACHMENTS:
[24-6336.pdf](#)
[Cost Report - 811 Cottage Street.docx](#)
[Nuisance_Abatement_Order_After_Hearing_NA2023-002_811_Cottage.pdf](#)

RESOLUTION NO. 24-6336
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING A COST REPORT OF UNPAID ADMINISTRATIVE CIVIL PENALTIES ISSUED
AGAINST 811 COTTAGE STREET APN 103-323-015-000
NUISANCE ABATEMENT ORDER NO. 2023-002

WHEREAS, California Government Code Sections 36901, 38771, and 38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance, and providing for the collection of civil penalties; and

WHEREAS, the Susanville City Council adopted Ordinance 17-1011, that declares what constitutes a nuisance, and adopted Chapter 8.32 of the Susanville Municipal Code to outline the procedures for the abatement of nuisance conditions and for the collection of fines and penalties associated with the issuance of administrative civil penalties; and

WHEREAS, the real property located at 811 Cottage Street also known by assessors' parcel number 103-323-015-000 was subject to nuisance abatement order by Resolution No. 23-1147 by the Susanville Planning Commission; and

WHEREAS, the approved nuisance abatement order was not complied with during the abatement order time period and the Susanville Planning Commission ordered the assessment of administrative civil penalties in the amount of \$10,000.00 to be collected from the property owner; and

WHEREAS, the amount of unpaid administrative fines and penalties as of August 7, 2024, is in the amount of \$10,000.00; and

WHEREAS, the property owners were adequately noticed and the property owners did not appeal the Planning Commission's decision to the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville hereby approves the cost report presented and orders the owners of 811 Cottage Street, APN 103-323-015-000, Caribbean Property Investments, Inc., to pay the total amount of \$10,000.00 and any interest accrued, which shall commence from September 26, 2023, if the fine is not paid by the property owners by August 14, 2024.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of August 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



CITY OF SUSANVILLE CODE ENFORCEMENT COST REPORT
(§ 8.32.210 SMC)

Property Details

Address:	811 Cottage Street, Susanville, California 96130
APN:	103-323-015-000
Property Owner:	Caribbean Investments, LLC
Approximate Parcel Size:	5,833 sq. ft.
Approximate Structure Size:	2 Accessory Structures (600 sq. ft.)
Zoning: General Plan:	UBD: Uptown Business District Mixed Use

Background

Susanville Municipal Code Chapter 8.32 provides a method for the identification and abatement of public nuisances within the city and the recovery of costs. Specifically, whenever the enforcement official determines that a public nuisance exists, pursuant to the municipal code, the enforcement official shall request the property owner abate the nuisance during a reasonable timeframe (not less than 10-days). If the nuisance is not abated within that time, the matter may be set for hearing before the Susanville Planning Commission acting as the nuisance abatement hearing board. If the hearing board determines a public nuisance exists, the property owner is therefore ordered by the Susanville Planning Commission to abate the nuisance within an allotted time. The nuisance abatement order issued is consistent with Section 8.32.130 of the Susanville Municipal Code. The written nuisance abatement order sets to memorialize the findings made by the Commission and provides for the means and manner to abate the nuisances upon the property.

In addition to the findings and orders contained within the nuisance abatement order, the Susanville Planning Commission may consider the addition of administrative civil assessment penalties for failing to comply with the order. The authority to assess administrative civil penalties by the Planning Commission is authorized by Susanville Municipal Code § 8.32.290. 8.32.290 SMC allows for the Planning Commission to impose penalties upon persons responsible for creating, maintain or fostering a public nuisance in an amount not to exceed a maximum of five hundred dollars per day for each day that the public nuisance occurs and shall not exceed ten thousand dollars. In determining the amount of the penalty, the Planning Commission may take any or all of the following factors into consideration:

- The period of time during which the public nuisance occurred.
- The nature, frequency, and recurrence of the public nuisance.
- The ease with which the public nuisance could have been abated.
- Good faith efforts made to deter the public nuisance or ameliorate its effects.
- The economic impact of the penalty upon person responsible for payment.
- The impact of the public nuisance on the community.
- Such other factors as just may require.

In accordance with the Susanville Municipal Code, the enforcement official may recover its administrative and abatement costs for the abatement of public nuisance through the recording of a proposed lien and imposition of a special assessment against the subject property. All property owners are provided with an opportunity to pay these costs within a minimum of 10 days notice of any preliminary cost reports. If the owner does not pay, a public hearing setting



CITY OF SUSANVILLE CODE ENFORCEMENT COST REPORT
(§ 8.32.210 SMC)

the final cost report shall be scheduled with the city council. The city council shall receive, hear, and consider the cost report, together with any other relevant evidence, objections, protests, or testimony. Thereupon, the city council may make such revision, correction, or modification to the report as it may deem just after which, by resolution, the details of the report, as submitted or revised, corrected, or modified, shall be confirmed. Subsequent to the cost report hearing, the city council shall consider if the aforementioned proposed lien shall become a lien, the council may also order the costs be specially assessed against the property and collected at the same time and in the same manner as property taxes are collected.

The enforcement of the Susanville Municipal Code, other ordinances adopted by the city, conditions of approval of entitlements, permits, and CEQA reviews, and terms and conditions of city agreement made pursuant to the police power is a matter of public health, safety, and welfare and serves important public purposes.

Public Nuisance or Violation Determination

The commercial property located at 811 Cottage Street, is the current site of location where the violations existed during the abatement order period and after. Due to the condition of the property and the substandard non permitted living conditions that were present during an execution of a court approved inspection warrant, the decision by city staff to declare the buildings to be hazardous to human habitation was made, and the issuance of a Do Not Enter order (Red Tag) was issued and remains at this time.

Official notices and orders were issued by various staff members of the City of Susanville:

- Notice of Violation issued on March 21, 2023, by Cody Loflin, Code Enforcement.
- Notice of Intention to Abate and Notice of Public Hearing issued on May 5, 2023, by Cody Loflin, Code Enforcement.
- Notice of Assessment issued on January 18, 2024, by Kelly Mumper, Code Enforcement Supervisor.
- Notice of Cost Report and Lien Hearing issued via email to David Tezak and Peter Talia (Attonery) on July 24, 2024.
- Notice of Cost Report and Lien Hearing physically posted to the subject property on July 24, 2024.
- Notice of Cost Report and Lien Hearing issued on July 25, 2024, to Caribbean Investments, Inc. via mail.

Nuisance Abatement Order Approved: June 13, 2023, by Resolution No. 23-1147.

Appeal Filed: None filed.

Nuisance Abatement Order Appeal Hearing Date: N/A.

Determination of Appeal Hearing: N/A.

Administrative Civil Penalties Hearing: September 26, 2023.

Determination of Planning Commission: Approved assessment by Resolution No. 23-1166.

Appeal Filed: No.

Determination of Appeal Hearing: N/A no appealed filed.

Itemized Costs and Penalties Related to Abatement: \$10,000.00 Administrative Penalty for 365 days of non-compliance with the abatement order.



CITY OF SUSANVILLE CODE ENFORCEMENT COST REPORT
(§ 8.32.210 SMC)

The following penalties are related to this case pursuant to Susanville Municipal Code Chapter 8.32.

ADMINISTRATIVE FINES, PENALTIES, INTEREST	
• Planning Commission Resolution No. 23-1166	• \$10,000.00 Administrative Civil Penalty

Late Payment Penalties and Interest:

8.32.310 SMC: Any person who fails to remit payment to the city of any penalty, cost or any other charge required to be paid to the city pursuant to a nuisance abatement order under this chapter on or before the date the penalty, cost or other charge is due shall, in addition to the amount of the penalty, cost, and charge, pay interest on the amounts due at the rate of ten percent per annum, pro-rata, from the date on which the amount due first became delinquent until the date that payment is received by the city.

Owners Mailing Address

Caribbean Investments, Inc.
971 Leah Circle
Reno, NV 89511

Because the fines and penalties have not been collected, pursuant to Susanville Municipal Code Section 8.32.230, Code Enforcement is asking the council to:

- A. Order that the proposed lien of \$10,000.00 become a lien on the above property and that the lien can be recorded in the Office of the Clerk-Recorder for the County of Lassen on August 15, 2024, if the fines are not paid by August 14, 2024, by 4:30 PM.

Notice to Owners and Possessors

Pursuant to Susanville Municipal Code Section 8.32.200, Susanville Code Enforcement with an affidavit of service, and filing with the City Clerk with said affidavit, has notified the following owner of record and persons known to be in possession of the property of the hearing:

Caribbean Investments, Inc.
971 Leah Circle
Reno, NV 89511

1 Margaret E. Long SBN: 227176
2 City Attorney for City of Susanville
3 66 North Lassen Street
4 Susanville, CA 96130
5 Phone: 530-252-5100
6 attorney@cityofsusanville.org

7 Attorney for: Petitioner/City of Susanville

8 PLANNING COMMISSION
9 CITY OF SUSANVILLE

10 City of Susanville,
11 Petitioner

12 v

13 William M. Tezak, President of
14 Caribbean Investments, Inc.
Respondent

Nuisance Abatement Order
NA2023-002

Hearing: June 13, 2023, at 5:30 p.m. in
Council Chambers
66 North Lassen Street
Susanville, CA 96130

15 1. This proceeding was heard:

- 16 a. On June 13, 2023, at 5:30 pm in the Council Chambers at 66 North Lassen Street,
17 Susanville, CA 96130.
- 18 b. By the Planning Commission of the City of Susanville (also referred to as the
19 Hearing Board or the Board) with the following commissioners of the Planning
20 Commission present: Melanie Westbrook, James Merchant, Rod DeBoer, Wayne
21 Jambois, and Tony Ardito.
- 22 c. Melanie Westbrook presided over the procedure as Chairperson.
- 23 d. This matter was set on a "Notice of Intention to Abate Public Nuisance & Notice
24 of Public Hearing" dated May 5, 2023, and served on Respondent, William M.
25 Tezak, President of Caribbean Investments, Inc., by Certified Mail on May 5, 2023,
26 and posted on the structure at 811 Cottage Street on May 5, 2023.
- 27 e. Present at the hearing where:
- 28

- i. Cody Loflin, Code Enforcement Officer II, Kelly Mumper, City Planner, Ruth McElrath, Permit Technician / Secretary of the Planning Commission, Jolene Arredondo, Assistant to the City Administrator, Erik Edholm, Assistant Director of Public Works, and Robert Godman, Director of Public Works representing the City of Susanville and
- ii. William Tezak and David Williams representing the Respondent.

FINDINGS

The Hearing Board makes the following findings.

1. Pursuant to City of Susanville Municipal Code chapter 8.32.040, “No person may maintain or use property or allow their property to be maintained or used in a manner that creates or fosters the creation of a public nuisance.”
2. William M. Tezak, President of Caribbean Investments, Inc. owns the commercial property and is the responsible party for the property located at 811 Cottage Street.
3. William M. Tezak, President of Caribbean Investments, Inc. was properly served with a Notice of Violation on March 21, 2023 with service pursuant to City of Susanville Municipal Code section 8.32.060.
4. William M. Tezak, President of Caribbean Investments, Inc. was properly served with a Notice of Intention to Abate Public Nuisance and Notice of Public Hearing on May 5, 2023, and that said notice was properly posted at 811 Cottage Street on May 5, 2023, pursuant to City of Susanville Municipal Code section 8.32.090.
5. The condition of the property located at 811 Cottage Street is a public nuisance as defined by City of Susanville Municipal Code section 8.32.050.

ORDERS

The Hearing Board orders the following.

1. William M. Tezak, President of Caribbean Investments, Inc. must abate the public nuisance at 811 Cottage Street by doing the following at 811 Cottage Street:
 - a. Uniform Housing Code Violations:

- 1 i. All items listed within this notice shall be complied with as the State of
2 California has set the minimum housing standards for all people of this
3 State. An inspection is required to verify the reasonable suspicion of the
4 lack of these items. Please contact Code Enforcement staff to set up a
5 reasonable time to inspect. If I do not hear back from you by the end of the
6 compliance deadline, I will assume that consent has not been granted. An
7 inspection warrant pursuant to California Code of Civil Procedures 1822.50
8 – 1822.60 shall be sought from the Lassen County Superior Court.
- 9 ii. The building shall have the required utilities accessible to the building
10 (electrical, water, sewer).
- 11 iii. The building shall have access to hot and cold running water.
- 12 iv. The building shall have adequate heat for all units.
- 13 v. The building shall have adequate access to a kitchen sink, toilet, shower or
14 bath.
- 15 vi. All other building code violations shall be remedied and shall have all
16 permits pulled for their inspection and completion.
- 17 b. Public Nuisances:
- 18 i. Cease and desist the operation of any vehicle dismantling operation or the
19 likes of any vehicle business without first obtaining any occupational
20 license through the State of California, conditional use permits through the
21 City of Susanville, and any business license required by the Susanville
22 Municipal Code.
- 23 ii. Clear all visible junk, trash, debris, household items, furniture, appliances,
24 and car parts from public view.
- 25 iii. All vehicles on property must be licensed and in an operable state.
26 Operable state as defined in the California Vehicle Code.
- 27 iv. All car parts to be removed from view.
- 28

- v. Chicken coop shall be removed from the required setbacks between the shop and the neighboring building.
 - vi. Recommendation of previous building official requested a railing be installed.
 - vii. Poultry cannot be kept within 75-feet from a dwelling.
 - viii. Burning of vegetation shall be permitted and done during acceptable days.
 - ix. Remove items that are on the lands of the Lassen County Arts Council.
- c. Zoning:
- i. Cease and desist the allowance of any resident from residing in the main structure or the accessory structure until all permits have been obtained and the use has been authorized for residential occupancy.
2. William M. Tezak, President of Caribbean Investments, Inc. must fully abate and remove conditions contributing to the declaration of a public nuisance no later than Monday June 26, 2023 by 8:00 a.m.
 3. William M. Tezak, President of Caribbean Investments, Inc. must obtain any and all required permits that may be required to abate public nuisance at 811 Cottage Street.
 4. After William M. Tezak, President of Caribbean Investments, Inc. abates the nuisance at 811 Cottage Street, William M. Tezak, President of Caribbean Investments, Inc. must contact the Building and Planning Department at the City of Susanville and request that an official at the City of Susanville inspect the condition of the property and buildings at 811 Cottage Street to determine if the public nuisance was abated.
 5. If William M. Tezak, President of Caribbean Investments, Inc. does not abate the public nuisance at 811 Cottage Street by 8:00 a.m. on June 26, 2023, the City of Susanville may have the property at 811 Cottage Street abated.
 6. William M. Tezak, President of Caribbean Investments, Inc shall have no further violations of the Susanville Municipal Code or violations of any statute or regulation for the State of California while under the jurisdiction of the Hearing Board and subject to this nuisance abatement order.

- 1 7. If William M. Tezak, President of Caribbean Investments, Inc. does not abate the public
2 nuisance at 811 Cottage Street by 8:00 a.m. on June 26, 2023, the Susanville Planning
3 Commission orders an administrative penalty pursuant to section 8.32.290 of the City of
4 Susanville Municipal Code shall be assessed as followed:
- 5 a. Assessment of \$500.00 per day until the nuisance abatement order has been
6 complied with.
 - 7 b. Effective from June 26, 2023.
 - 8 c. The maximum administrative penalty shall be \$10,000, exclusive of administrative
9 costs and interest.
- 10 8. All costs of the City's abatement efforts, including the abatement work and administrative
11 time to investigate and to hear and effect the abatement shall be charged against William
12 M. Tezak, President of Caribbean Investments, Inc. as a personal debt or may be assessed
13 upon 811 Cottage Street and will constitute a lien or special assessment upon the property
14 until paid.
- 15 9. This Order shall be effective for one year after issuance. During such period, the hearing
16 board shall retain jurisdiction over the conditions of the building, structure or property
17 which constituted the nuisance established by this Order, as well as the abatement
18 thereof, to ensure that the nuisance does not reoccur and that the building, structure, or
19 property is maintained in such a manner so as not to create a nuisance. If, during this one-
20 year period, any enforcement official determines that the same or another nuisance, as
21 defined by this chapter exists with respect to the building, structure or property, he or she
22 may give notice to abate the nuisance as provided for in section 8.32.060 of the City of
23 Susanville Municipal Code. If William M. Tezak, President of Caribbean Investments, Inc.
24 does not abate the nuisance at any time within the abatement period, the City may
25 proceed with the abatement itself under the provisions of section 8.32.190 of the City of
26 Susanville Municipal Code without further action of the hearing board. The City of
27 Susanville may also recover all of its abatement effort costs as provided for in the City of
28 Susanville Municipal Code.

1
2 The foregoing order was adopted at a regular meeting of the Planning Commission of the city of
3 Susanville, held on the 13th day of June 2023.

4
5 Dated: June 13, 2023

/s/ Melanie Westbrook

6 Melanie Westbrook

7 Susanville Planning Commission
8

9 I, Cody Loflin, Code Enforcement Officer for the City of Susanville do attest that this copy of a
10 Nuisance Abatement Order issued by the Susanville Planning Commission and memorialized by
11 **Resolution of the Susanville Planning Commission No. 23-1147**, is a true and accurate copy of
12 the order to which was signed by Melanie Westbrook, Chairperson of the Susanville Planning
13 Commission. I declare under penalty of perjury that the foregoing is true and correct.
14

15 Dated: September 20, 2023

Cody Loflin

16 Cody Loflin, Code Enforcement Officer

17 City of Susanville
18
19
20
21
22
23
24
25
26
27
28

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6337**, considering a Lien for Administrative Penalties in the amount of \$10,000.00 to the owners of 811 Cottage Street APN 103-323-015-000.

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY: Approval of Lien for Administrative Fines in the amount of \$10,000.00 for continuous violations while under nuisance abatement order.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 24-6337, approving a Lien for Administrative Penalties in the amount of \$10,000.00 to the owners of 811 Cottage Street APN 103-323-015-000.

ATTACHMENTS:
[24-6337.pdf](#)

WHEREAS, California Government Code Sections 36901, 38771, and 38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance, and providing for the collection of civil penalties; and

WHEREAS, the real property located at 811 Cottage Street also known by assessors' parcel number 103-323-015-000 was subject to nuisance abatement order ordered by the Susanville Planning Commission; and

WHEREAS, the amount of unpaid administrative fines and penalties as of August 7, 2024, is in the amount of \$10,000.00; and

WHEREAS, the City Clerk shall record the lien with the Lassen County Records Office no sooner than August 13, 2024.

BE IT FURTHER RESOLVED that the amount of such lien shall be \$10,000.00 plus interest at the legal rate of ten percent per annum commencing from September 26, 2023, and all other costs which may thereafter come due and continuing thereon until said lien and any accrued interest is paid in full.

101

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of August 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6338**, considering a Cost Report for Administrative Penalties in the amount of \$10,000.00 to the owners of 713 Cottage Street APN (103-321-020-000).

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY: Approval of Cost Report for Administrative Fines in the amount of \$10,000.00 for continuous violations while under nuisance abatement order.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 24-6338, approving a Cost Report for Administrative Penalties in the amount of \$10,000.00 to the owners of 713 Cottage Street APN (103-321-020-000).

ATTACHMENTS:
[24-6338.pdf](#)
[Nuisance_Abatement_Order_After_Hearing_NA2023-001_713_Cottage.pdf](#)
[Cost Report - 713 Cottage Street.docx](#)

RESOLUTION NO. 24-6338
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING A COST REPORT OF UNPAID ADMINISTRATIVE CIVIL PENALTIES
ISSUED AGAINST 713 COTTAGE STREET APN 103-321-020-000
NUISANCE ABATEMENT ORDER NO. 2023-001

WHEREAS, California Government Code Sections 36901, 38771, and 38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance, and providing for the collection of civil penalties; and

WHEREAS, the Susanville City Council adopted Ordinance 17-1011, that declares what constitutes a nuisance, and adopted Chapter 8.32 of the Susanville Municipal Code to outline the procedures for the abatement of nuisance conditions and for the collection of fines and penalties associated with the issuance of administrative civil penalties; and

WHEREAS, the real property located at 713 Cottage Street also known by assessors' parcel number 103-321-020-000 was subject to nuisance abatement order ordered by the Susanville Planning Commission; and

WHEREAS, the approved nuisance abatement order was not complied with during the abatement order time period and the Susanville Planning Commission ordered the assessment of administrative civil penalties in the amount of \$10,000.00 to be collected from the property owner; and

WHEREAS, the amount of unpaid administrative fines, penalties, and accrued interest as of August 7, 2024, is in the amount of \$10,000.00; and

WHEREAS, the property owners appealed the Planning Commissions decision to the City Council at a regularly scheduled meeting held on March 20, 2024; and

WHEREAS, the City Council upheld the Planning Commission's decision to uphold the fines unanimously by Resolution No. 24-6286.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville hereby approves the cost report presented and orders the owners of 713 Cottage Street, APN 103-321-020-000, Tezak Family Trust, to pay the total amount of \$10,000.00 and any future interest accrued, which shall commence from November 13, 2023, if the fine is not paid by the property owners as outlined by Resolution No. 24-6286.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of August 2024, by the following vote:

AYES:
NOES:

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

1 Margaret E. Long SBN: 227176
2 City Attorney for City of Susanville
3 66 North Lassen Street
4 Susanville, CA 96130
5 Phone: 530-252-5100
6 attorney@cityofsusanville.org

7 Attorney for: Petitioner/City of Susanville

8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

PLANNING COMMISSION
CITY OF SUSANVILLE

City of Susanville,

Petitioner

v

The Tezak Family Trust

Respondent

Nuisance Abatement Order
NA2023-001

Hearing: June 13, 2023, at 5:30 p.m. in
Council Chambers
66 North Lassen Street
Susanville, CA 96130

1. This proceeding was heard:

- a. On June 13, 2023, at 5:30 pm in the Council Chambers at 66 North Lassen Street, Susanville, CA 96130.
- b. By the Planning Commission of the City of Susanville (also referred to as the Hearing Board or the Board) with the following commissioners of the Planning Commission present: Melanie Westbrook, James Merchant, Rod DeBoer, Wayne Jambois, and Tony Ardito.
- c. Melanie Westbrook presided over the procedure as Chairperson.
- d. This matter was set on a "Notice of Intention to Abate Public Nuisance & Notice of Public Hearing" dated May 5, 2023, and served on Respondent, The Tezak Family Trust, by Certified Mail on May 5, 2023, and posted on the structure at 713 Cottage Street on May 5, 2023.
- e. Present at the hearing where:

- i. Cody Loflin, Code Enforcement Officer II, Kelly Mumper, City Planner, Ruth McElrath, Permit Technician / Secretary of the Planning Commission, Jolene Arredondo, Assistant to the City Administrator, Erik Edholm, Assistant Director of Public Works, and Robert Godman, Director of Public Works representing the City of Susanville and
- ii. The Trustee of the Tezak Family Trust did not appear on behalf of the Respondent. William Tezak spoke on behalf of the Tezak Family Trust and was accompanied by his lawyer, David Williams.

FINDINGS

The Hearing Board makes the following findings.

1. Pursuant to City of Susanville Municipal Code chapter 8.32.040, “No person may maintain or use property or allow their property to be maintained or used in a manner that creates or fosters the creation of a public nuisance.”
2. The Tezak Family Trust owns the commercial property and is the responsible party for the property located at 713 Cottage Street.
3. The Tezak Family Trust was properly served with a Notice of Violation on March 21, 2023 with service pursuant to City of Susanville Municipal Code section 8.32.060.
4. The Tezak Family Trust was properly served with a Notice of Intention to Abate Public Nuisance and Notice of Public Hearing on May 5, 2023, and that said notice was properly posted at 713 Cottage Street on May 5, 2023, pursuant to City of Susanville Municipal Code section 8.32.090.
5. The condition of the property located at 713 Cottage Street is a public nuisance as defined by City of Susanville Municipal Code section 8.32.050.

ORDERS

The Hearing Board orders the following.

1. The Tezak Family Trust must abate the public nuisance at 713 Cottage Street by doing the following at 713 Cottage Street:
 - a. Removal of all conditions constituting a zoning violation within the City of Susanville
 - b. Removing and relocating all residents within any structure upon 713 Cottage that is in violation of the Uniform Housing Code.
 - c. All debris, garbage, junk, trash, rubbish, and miscellaneous items shall be removed from public view.
 - d. All vehicles that are within the parameters of the abandoned vehicle abatement ordinance, to wit, are within an abandoned, dismantled, junked, inoperative, or wrecked conditions shall be removed from the property and stored in accordance with all laws of the State of California and the Susanville Municipal Code.
 - e. All property maintenance violations shall be addressed.
 - i. Repair broken windows
 - ii. Bring all unpermitted work into compliance.
 - iii. Parking lot to be neat and presentable.
 - iv. Clean up the accumulated grease, oil, and other residues from the pavement.
2. The Tezak Family Trust must fully abate and remove conditions contributing to the declaration of a public nuisance no later than Monday June 26, 2023 by 8:00 a.m.
3. The Tezak Family Trust must obtain any and all required permits that may be required to abate public nuisance at 713 Cottage Street.
4. After The Tezak Family Trust abates the nuisance at 713 Cottage Street, the Tezak Family Trust must contact the Building and Planning Department at the City of Susanville and request that an official at the City of Susanville inspect the condition of the property and buildings at 713 Cottage Street to determine if the public nuisance was abated.

5. If the Tezak Family Trust does not abate the public nuisance at 713 Cottage Street by 8:00 a.m. on June 26, 2023, the City of Susanville may have the property at 713 Cottage Street abated.
6. The Tezak Family Trust shall have no further violations of the Susanville Municipal Code or violations of any statute or regulation for the State of California while under the jurisdiction of the Hearing Board and subject to this nuisance abatement order.
7. If the Tezak Family Trust does not abate the public nuisance at 713 Cottage Street by 8:00 a.m. on June 26, 2023, the Susanville Planning Commission orders an administrative penalty pursuant to section 8.32.290 of the City of Susanville Municipal Code shall be assessed as followed:
 - a. Assessment of \$500.00 per day until the nuisance abatement order has been complied with.
 - b. Effective from June 26, 2023.
 - c. The maximum administrative penalty shall be \$10,000, exclusive of administrative costs and interest.
8. All costs of the City's abatement efforts, including the abatement work and administrative time to investigate and to hear and effect the abatement shall be charged against the Tezak Family Trust as a personal debt or may be assessed upon 713 Cottage Street and will constitute a lien or special assessment upon the property until paid.
9. This Order shall be effective for one year after issuance. During such period, the hearing board shall retain jurisdiction over the conditions of the building, structure or property which constituted the nuisance established by this Order, as well as the abatement thereof, to ensure that the nuisance does not reoccur and that the building, structure, or property is maintained in such a manner so as not to create a nuisance. If, during this one-year period, any enforcement official determines that the same or another nuisance, as defined by this chapter exists with respect to the building, structure or property, he or she may give notice to abate the nuisance as provided for in section 8.32.060 of the City of Susanville Municipal Code. If the Tezak Family Trust does not abate the nuisance at any

1 time within the abatement period, the City may proceed with the abatement itself under
2 the provisions of section 8.32.190 of the City of Susanville Municipal Code without further
3 action of the hearing board. The City of Susanville may also recover all of its abatement
4 effort costs as provided for in the City of Susanville Municipal Code.

5 APPEAL

6 Whenever any person is aggrieved by this final order of the Hearing Board, this person may appeal
7 the Nuisance Abatement Order to the City Council of the City of Susanville. To request an
8 appeal, the person aggrieved by this order shall notify the City Clerk, in writing, within twenty-
9 one (21) days of the issuance of this order of their request to have this appeal heard by the City
10 Council. The aggrieved person shall deposit two hundred dollars (\$200.00) to the City of
11 Susanville. The appellant shall be responsible for all costs of such appeal which exceeds the
12 deposited amount. If the aggrieved person requests an appeal hearing, this hearing shall be
13 granted within forty-five (45) days of the filing appeal at a regularly scheduled meeting of the
14 Susanville City Council. The appellant shall be notified no less than ten (10) days of the
15 scheduled appeal hearing.

16
17 The foregoing order was adopted at a regular meeting of the Planning Commission of the city of
18 Susanville, held on the 13th day of June 2023.

19
20 Dated: June 13, 2023

/s/ Melanie Westbrook

21 Melanie Westbrook

22 Susanville Planning Commission

23
24 I, Cody Loflin, Code Enforcement Officer for the City of Susanville do attest that this copy of a
25 Nuisance Abatement Order issued by the Susanville Planning Commission and memorialized by
26 **Resolution of the Susanville Planning Commission No. 23-1146**, is a true and accurate copy of
27 the order to which was signed by Melanie Westbrook, Chairperson of the Susanville Planning
28 Commission. I declare under penalty of perjury that the foregoing is true and correct.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

Dated: September 20, 2023

Cody Loflin
Cody Loflin, Code Enforcement Officer
City of Susanville



CITY OF SUSANVILLE CODE ENFORCEMENT COST REPORT
(§ 8.32.210 SMC)

Property Details

Address:	713 Cottage Street, Susanville, California 96130
APN:	103-321-020-000
Property Owner:	Tezak Family Trust
Approximate Parcel Size:	11,216 sq. ft.
Approximate Structure Size:	1 Commercial Structure (1,312 sq. ft.) 1 Accessory Structure (335 sq. ft.)
Zoning: General Plan:	UBD: Uptown Business District Mixed Use

Background

Susanville Municipal Code Chapter 8.32 provides a method for the identification and abatement of public nuisances within the city and the recovery of costs. Specifically, whenever the enforcement official determines that a public nuisance exists, pursuant to the municipal code, the enforcement official shall request the property owner abate the nuisance during a reasonable timeframe (not less than 10-days). If the nuisance is not abated within that time, the matter may be set for hearing before the Susanville Planning Commission acting as the nuisance abatement hearing board. If the hearing board determines a public nuisance exists, the property owner is therefore ordered by the Susanville Planning Commission to abate the nuisance within an allotted time. The nuisance abatement order issued is consistent with Section 8.32.130 of the Susanville Municipal Code. The written nuisance abatement order sets to memorialize the findings made by the Commission and provides for the means and manner to abate the nuisances upon the property.

In addition to the findings and orders contained within the nuisance abatement order, the Susanville Planning Commission may consider the addition of administrative civil assessment penalties for failing to comply with the order. The authority to assess administrative civil penalties by the Planning Commission is authorized by Susanville Municipal Code § 8.32.290. 8.32.290 SMC allows for the Planning Commission to impose penalties upon persons responsible for creating, maintain or fostering a public nuisance in an amount not to exceed a maximum of five hundred dollars per day for each day that the public nuisance occurs and shall not exceed ten thousand dollars. In determining the amount of the penalty, the Planning Commission may take any or all of the following factors into consideration:

- The period of time during which the public nuisance occurred.
- The nature, frequency, and recurrence of the public nuisance.
- The ease with which the public nuisance could have been abated.
- Good faith efforts made to deter the public nuisance or ameliorate its effects.
- The economic impact of the penalty upon person responsible for payment.
- The impact of the public nuisance on the community.
- Such other factors as just may require.

In accordance with the Susanville Municipal Code, the enforcement official may recover its administrative and abatement costs for the abatement of public nuisance through the recording of a proposed lien and imposition of a special assessment against the subject property. All property owners are provided with an opportunity to pay these costs within a minimum of 10 days notice of any preliminary cost reports. If the owner does not pay, a public hearing setting



CITY OF SUSANVILLE CODE ENFORCEMENT COST REPORT
(§ 8.32.210 SMC)

the final cost report shall be scheduled with the city council. The city council shall receive, hear, and consider the cost report, together with any other relevant evidence, objections, protests, or testimony. Thereupon, the city council may make such revision, correction, or modification to the report as it may deem just after which, by resolution, the details of the report, as submitted or revised, corrected, or modified, shall be confirmed. Subsequent to the cost report hearing, the city council shall consider if the aforementioned proposed lien shall become a lien, the council may also order the costs be specially assessed against the property and collected at the same time and in the same manner as property taxes are collected.

The enforcement of the Susanville Municipal Code, other ordinances adopted by the city, conditions of approval of entitlements, permits, and CEQA reviews, and terms and conditions of city agreement made pursuant to the police power is a matter of public health, safety, and welfare and serves important public purposes.

Public Nuisance or Violation Determination

The residential/commercial property located at 713 Cottage Street, is the current site of location where the violations existed during the abatement order period and after. Due to the condition of the property, the decision by city staff to declare the building to be hazardous to human habitation and the issuance of a Do Not Enter order was issued.

Official notices and orders were issued by various staff members of the City of Susanville:

- Notice of Violation issued on March 21, 2023, by Cody Loflin, Code Enforcement.
- Notice of Intention to Abate and Notice of Public Hearing issued on May 5, 2023, by Cody Loflin, Code Enforcement.
- Notice of Assessment issued on January 18, 2024, by Kelly Mumper, Code Enforcement Supervisor.
- Notice of City Council determination to uphold the Planning Commission's decision to administer maximum penalties for violation of the abatement order issued April 16, 2024, by Kelly Mumper, City Planner.
- Notice of Cost Report and Lien Hearing issued via email to David Tezak and Peter Talia (Attorney) on July 24, 2024, by Kelly Mumper, City Planner.
- Notice of Cost Report and Lien Hearing physically posted to the subject property on July 24, 2024, by Mike Prettyman, Code Enforcement Officer.
- Notice of Cost Report and Lien Hearing issued on July 25, 2024, to the Tezak Family Trust, via mail by Kelly Mumper, City Planner.

Nuisance Abatement Order Approved: June 13, 2023, by Resolution No. 23-1148.

Appeal Filed: None filed.

Nuisance Abatement Order Appeal Hearing Date: N/A.

Determination of Appeal Hearing: N/A.

Administrative Civil Penalties Hearing: November 14, 2023.

Determination of Planning Commission: Approved assessment by Resolution No. 23-1165.

Appeal Filed: February 11, 2024

Determination of Appeal Hearing: Upheld by City Council by Resolution No. 24-6286.

Itemized Costs and Penalties Related to Abatement: \$10,000.00 Administrative Penalty for 365 days of non-compliance with the abatement order.



CITY OF SUSANVILLE CODE ENFORCEMENT COST REPORT
(§ 8.32.210 SMC)

The following penalties are related to this case pursuant to Susanville Municipal Code Chapter 8.32.

ADMINISTRATIVE FINES, PENALTIES, INTEREST	
• Planning Commission Resolution No. 23-1165 • City Council Resolution No. 24-6286	• \$10,000.00 Administrative Civil Penalty Noncompliance with Order (Appeal Denied)

Late Payment Penalties and Interest:

8.32.310 SMC: Any person who fails to remit payment to the city of any penalty, cost or any other charge required to be paid to the city pursuant to a nuisance abatement order under this chapter on or before the date the penalty, cost or other charge is due shall, in addition to the amount of the penalty, cost, and charge, pay interest on the amounts due at the rate of ten percent per annum, pro-rata, from the date on which the amount due first became delinquent until the date that payment is received by the city.

Owners Mailing Address

Tezak Family Trust
971 Leah Circle
Reno, NV 89511

Because the fines, penalties, and interest have not been collected, pursuant to Susanville Municipal Code Section 8.32.230, Code Enforcement is asking the council to:

- A. Order that the proposed lien of \$10,000.00 become a lien on the above property and that the lien can be recorded in the Office of the Clerk-Recorder for the County of Lassen on August 15, 2024, if the fines are not paid by August 14, 2024, by 4:30 PM.

Notice to Owners and Possessors

Pursuant to Susanville Municipal Code Section 8.32.200, Susanville Code Enforcement with an affidavit of service, and filing with the City Clerk with said affidavit, has notified the following owner of record and persons known to be in possession of the property of the hearing:

Tezak Family Trust
971 Leah Circle
Reno, NV 89511

AGENDA ITEM NO. 7.E
Public Hearing

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6339**, considering a Lien for Administrative Penalties in the amount of \$10,000.00 to the owners of 713 Cottage Street APN 103-321-020-000.

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY: Approval of Lien for Administrative Fines in the amount of \$10,000.00 for continuous violations while under nuisance abatement order.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 24-6339, approving a Lien for Administrative Penalties in the amount of \$10,000.00 to the owners of 713 Cottage Street APN 103-321-020-000.

ATTACHMENTS:
[24-6339.pdf](#)

RESOLUTION NO. 24-6339
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING A LIEN TO BE RECORDED WITH THE LASSEN COUNTY RECORDER FOR
UNPAID ADMINISTRATIVE CIVIL PENALTIES ISSUED AGAINST 713 COTTAGE STREET
APN 103-321-020-000 NUISANCE ABATEMENT ORDER NO. 2023-001

WHEREAS, California Government Code Sections §36901, §38771, and §38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance, and providing for the collection of civil penalties; and

WHEREAS, the Susanville City Council adopted Ordinance 17-1011, that declares what constitutes a nuisance, and adopted Chapter 8.32 of the Susanville Municipal Code to outline the procedures for the abatement of nuisance conditions and for the collection of fines and penalties associated with the issuance of administrative civil penalties; and

WHEREAS, the real property located at 713 Cottage Street also known by assessors' parcel number 103-321-020-000 was subject to nuisance abatement order ordered by the Susanville Planning Commission; and

WHEREAS, the approved nuisance abatement order was not complied with during the abatement order time period and the Susanville Planning Commission ordered the assessment of administrative civil penalties in the amount of \$10,000.00 to be collected from the property owner; and

WHEREAS, the amount of unpaid administrative fines, penalties, and accrued interest as of August 7, 2024, is in the amount of \$10,000.00; and

WHEREAS, the Susanville City Council approved, by Resolution No. 24-6338, the cost report and orders the owner of 713 Cottage Street, APN 103-321-020-000, Tezak Family Trust, to pay to the City of Susanville in the amount of \$10,000.00 by August 14, 2024, by 4:30 PM; and

WHEREAS, the City Clerk shall record the lien with the Lassen County Recorders Office no sooner than August 15, 2024.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville hereby orders the recordation of this resolution, Resolution No. 24-6339, with the Office of the Clerk-Recorder for the County of Lassen and that such recordation shall constitute a lien against the real property located at 713 Cottage Street, APN 103-321-020-000, and owned by Tezak Family Trust; and

BE IT FURTHER RESOLVED that the amount of such lien shall be \$10,000.00 plus interest at the legal rate of ten percent per annum commencing from November 14, 2023, and all other costs which may thereafter come due and continuing thereon until said lien and any accrued interest is paid in full.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

1 The foregoing resolution was adopted at a regular meeting of the City Council of the
2 City of Susanville, held on the 7th day of August 2024, by the following vote:

3 AYES:
4 NOES:
5 ABSENT:
6 ABSTAIN:

Heidi Whitlock, City Clerk

7
8 APPROVED AS TO FORM: _____
Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: August 7, 2024

SUBJECT: Consider **Ordinance No. 24-1044**, amending Title 17 of the Susanville Municipal Code to add sections which regulate and streamline density bonus and affordable housing incentives, accessory dwelling units (ADU's), reasonable accommodations, multifamily design standards, and establishing standards for their uses.

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY: A complete summary of the project is attached to this item and labeled as Administrative Report and CEQA Determination.

The Public Review Draft which includes all of the tracked changes proposed has been posted to the City of Susanville Website under the Planning Division and has been made available for viewing at the Planning and Building Permit Counter in City Hall and is available to the public at this public hearing.

FISCAL IMPACT: Approximately \$1,100.00 in code publishing company charges.

ACTION REQUESTED: Motion to waive the first reading and introduce Ordinance No. 24-1044, amending Title 17 of the Susanville Municipal Code to add section which regulate and streamline density bonus and affordable housing incentives, accessory dwelling units (ADU's), reasonable accommodations, multifamily design standards, and establishing standards for their uses.

ATTACHMENTS:
[PC Recommendation to CC Resolution No. 24-1175.pdf](#)
[Public Hearing Notice ADU-OD-RO Ord. .docx](#)
[Administrative Report and CEQA Determination.docx](#)
[24-1044.pdf](#)

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28

2
3
4
5
6
7
8

9
10
11
12
13

14

15

16

17

18

19

20

21

22

23

24

25
26
27
28

1 **WHEREAS**, it is the City's intention that nothing in these Chapters shall be construed to
2 allow persons to engage in conduct that endangers others or causes a public nuisance.

3 **NOW, THEREFORE, BE IT RESOLVED**, that the Planning Commission of the City of
4 Susanville:

5 **SECTION 1:** Makes the following findings:

6 1. The proposed Text Amendments are consistent with the objectives, policies, general land
7 uses, and programs of the City of Susanville General Plan and Zoning section of the City of
8 Susanville Municipal Code.

9 2. The proposed ordinance is not subject to the California Environmental Quality Act (CEQA)
10 pursuant to CEQA Guidelines Sections 15282(h)(r),(s), and 15283 (Article 19 "Categorical
11 Exemptions", of CEQA) because it does not have the potential for resulting in significant
12 physical changes to the environment, directly or indirectly.

13 3. The Environmental Impact Report Addendum (State Clearing House Number **1989050810**)
14 that was prepared for the 2019-2024 Housing Element update which was certified by the State
15 Housing and Community Development Department, adequately addresses the potential impacts
16 associated with the proposed Ordinance additions and amendments. None of the
17 circumstances presented in the Ordinance updates would trigger the need for a subsequent EIR
18 addendum or Mitigated/Negative Declaration pursuant Section 15062 of the CEQA Guidelines.

19 4. That the establishment, maintenance, or operation of the subject use, building or facilities
20 applied for will not, under the circumstances of the particular use, with the conditions imposed
21 thereon, be detrimental to or contrary to the health, safety, peace, morals, comfort, and general
22 welfare of persons residing or working in the neighborhood of the proposed use and will not be
23 injurious or detrimental to property or improvements in the neighborhood or the general welfare
24 of the city.

25 **SECTION 2:** Recommends to City Council adoption of Ordinance No. 24-1044 amending Title
26 17 of the Susanville Municipal Code as follows:

27 Amendment of Chapter 17.08 "Definitions" to include "Employee Housing", "Low Barrier
28 Navigation Center", "Single Room Occupancy", "Supportive Housing"

1 Amendment of Chapters 17.12, 17.16, 17.20, 17.24, 17.28, 17.32, 17.36, 17.40, 17.44, 17.96,
2 and 17.104 (Objective Design Standards for Multifamily Housing).

3 Addition of Chapter 17.132 Density Bonus and Affordable Housing.

4 Addition of Addition of Chapter 17.136 Accessory Dwelling Units (ADUs).

5 Addition of Chapter 17.112.080 Reasonable Accommodations.

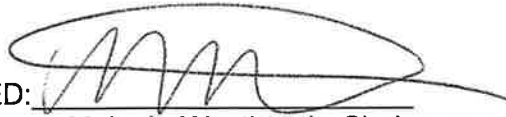
6 **SECTION 3.** Government Code Section 65860 provides that zoning ordinances must be
7 consistent with the City's general plan. The Planning Commission hereby makes a finding that
8 the zoning ordinance is consistent with the General Plan as it furthers the following objectives
9 and goals of the General Plan's 2019-2024 Housing Element.

10 **SECTION 4:** The City of Susanville Planning Commission does hereby ordain that Chapter 17 is
11 hereby recommended to be amended as shown in **Exhibit A, and Exhibit B**, and attached
12 hereto adding Chapters 17.130, 17.132, 17.136, 17.112.080, and amending Chapters 17.08 and
13 17.12, 17.16, 17.20, 17.24, 17.28, 17.32, 17.36, 17.40, 17.44, 17.96, 17.104, to regulate and
14 streamline density bonus and affordable housing incentives, accessory dwelling units (ADUs),
15 reasonable accommodations, multifamily objective design standards, and establishing
16 standards for their uses within the City's Municipal Code.

17 **SECTION 5.** If any section, subsection, sentence, clause, phrase, or portion of this Ordinance or
18 its application to any person or circumstance is held to be invalid or unconstitutional by the
19 decision of any court of competent jurisdiction, such decision shall not affect the validity of the
20 remaining portions of this Ordinance or its application to other persons or circumstances. The
21 Planning Commission declares that it would have adopted this Ordinance and each section,
22 subsection, sentence, clause, phrase or portion thereof despite the fact that any one or more
23 sections, subsections, sentences, clauses, phrases, or portions be declared invalid or
24 unconstitutional and, to that end, the provisions hereof are hereby declared severable.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

APPROVED:



Melanie Westbrook, Chairperson
Planning Commission
City of Susanville, State of California

ATTEST:



Heidi Whitlock, City Clerk
Secretary to the Planning Commission

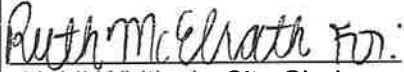
The foregoing resolution was introduced and adopted at a regular meeting of the Planning Commission of the City of Susanville, held on the 28th day of May 2024, by the following vote:

AYES: DeBoer, Merchant, Eltzroth, Jambois and Westbrook

NOES: None

ABSENT: None

ABSTAIN: None



Heidi Whitlock, City Clerk
Secretary to the Planning Commission

**CITY OF SUSANVILLE PLANNING DEPARTMENT
NOTICE OF PUBLIC HEARING**

The City of Susanville Planning Commission will be holding a public hearing to allow public comment on three proposed ordinances which will update Title 17 of the Susanville Municipal Code. All three ordinances are required by state law in order to achieve compliance with the Department of Housing and Community Development's State Housing Laws for cycle 6 and 7 for the City of Susanville's Housing Element Update of the General Plan.

The City of Susanville is proposing to amend Title 17 (Zoning) to add provisions to allow for Accessory Dwelling Unit streamlining, Reasonable Accommodations, and Objective Design Standards for Multi-Family Housing Projects. **The proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15332.** This project is scheduled to have a public hearing by the Planning Commission at 5:30 p.m. on May 28, 2024, in the City of Susanville City Council Chambers located at 66 N. Lassen Street Susanville, CA 96130. The administrative draft of all three ordinances are available for review upon request at the aforementioned address.

The public is invited to attend and provide verbal and/or written comments on the proposed project. Written comments must be received at the above address at, or prior to, the meeting date and time. Note: Any appeals regarding the above-mentioned proposal must be based on comments made known (either through written or verbal comments) at the public hearing. Appellants must also be represented at the public hearing for an appeal to be accepted by the City Council. "If you challenge the City's action on this proposal in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City at, or prior to, the public hearing." Govt. Code 65009. Any questions regarding this or the proposal may be directed to the City Planner, Kelly Mumper at (530) 252-5104 during normal business hours.

BY: Kelly Mumper, City Planner
FOR: City of Susanville, Planning Commission

ADMINISTRATIVE REPORT

August 7, 2024

City of Susanville

Housing Element Compliant Zoning Code Amendments to Increase Housing Supply and Affordability

Environmental Determination

Background

The City of Susanville is considering adoption of Zoning Code amendments to implement its 2019-2024 Housing Element and comply with State law. These amendments include accessory dwelling unit provisions, objective multifamily residential design and development standards, reasonable accommodations, and several other technical amendments as specified in the 2019-2024 Housing Element Action Programs. The City has prepared these amendments in response to recent changes in California law that require all cities and counties to adopt such provisions to increase housing supply and affordability. Because this action requires City Council approval, and such approval will establish new development regulations, the action is considered a Project under the California Environmental Quality Act. As such, the City is required to make an environmental determination for the Project prior to any action on the Project. To make this determination, the following considerations are addressed here: the Project Description, relevant State Housing Law, the 2019-2024 Housing Element, and the 2019-2024 Housing Element Addendum to the 1990 General Plan PEIR.

Project Description

The proposed Project includes several Zoning Code amendments intended to comply with State law, and implement the 2019-2024 Housing Element, including accessory dwelling unit provisions, objective multifamily residential design and development standards, reasonable accommodations, and several other technical amendments.

Accessory Dwelling Unit Provisions.

The existing Second Residential Dwelling Ordinance are revised to include provisions and regulations for Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) pursuant to Action Program 1.2. The purpose of the new ADU provisions is to provide regulations for the development of accessory dwelling units through a ministerial process consistent with California Government Code Section 65852.2. The regulations are intended to:

- Implement the provisions of the General Plan Housing Element.
- Assure compliance with California Government Code Section 65852.2 and other relevant housing laws.

- Encourage the development of accessory dwelling units.
- Streamline and minimize governmental constraints on residential development.
- Minimize potential adverse impacts on public health, safety, and general welfare that may be associated with accessory dwelling units.

Some of the key ADU provisions include:

- ADUs are allowed on every residential parcel.
- Over the counter ministerial approval of ADUs.
- Define detached, attached, and junior ADUs.
- Detached, attached, and junior ADUs are allowed on a parcel with a single family dwelling.
- Standards that apply to all ADUs include parcel size, parcel coverage, design, rental terms, impact fees, and fire sprinklers.
- Standards that apply to attached and detached ADUs include; unit size, structure height, and parking requirements.
- Standards that apply to converted ADUs include expansion limits, exterior access, setbacks, parking, and unit size.
- Standards that apply to JADUs include where they allowed, location on parcel, number of units, unit size, efficiency kitchen, parking, unit entrance, and deed restrictions

Objective Multifamily Residential Design and Development Standards

The Project includes objective design and development standards for multifamily residential development, including standards for multifamily uses in the R-2, R-3, and R-4 zones in compliance with Senate Bill 35 (Action Program 2.12). These standards establish a process to permit multi-family housing by-right, without discretionary review, consistent with State law. The standards are intended to facilitate increased development at allowable densities and provide guidance and certainty in design standards to ensure quality housing is developed in the city. The significant features of the new standards are:

- **Site Layout and Design.** The site layout and design standards address natural features; alternative energy applications; clustering; pedestrian and bicycle circulation; bicycle parking; service areas and auxiliary structures; setbacks; and site distance area
- **Architecture Design.** Architectural design standards address building color and materials' fences and walls; roof top equipment; and structure massing.
- **Parking, Landscaping, Open Space, and Lighting.** The parking, landscaping, open space, and lighting standards address open space; exterior lighting, and parking

Technical Zoning Code Amendments

The Project includes several technical Zoning Code amendments intended to streamline housing production and implement several 2019-2024 Housing Element action programs. The amendments include:

- Employee Housing. Allows employee housing in all zoning districts that allow residential uses to comply with the State Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6. (Action Program 1.2)
- Single Room Occupancy Units. Defines and allows single room occupancy units with a use permit in the Multi-Family Residential (R-4), Uptown Business District (UBD) and General Commercial (C-2) zoning districts. (Action Program 1.2)
- Transitional and Supportive Housing. Defines and allows transitional and supportive housing as permitted uses subject to the same restrictions on residential uses in the same type of structure. In addition, transitional and supportive housing is allowed as permitted use, without discretionary review, in zones where multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses. (Action Program 1.2)
- Reasonable Accommodations Ordinance. Includes reasonable accommodation provisions that formalize a general process for reasonable accommodations. (Action Program 2.7)
- Low Barrier Navigation Centers. Includes provisions to allow low barrier navigation centers for homeless per Government Code 65660-65668. (2019-2024 Housing Element Action Program 2.9)
- Density Bonus Law. Amends the Zoning Code to comply with State density bonus law. (Action Program 2.11)

CEQA Requirement

The California Environmental Quality Act (CEQA) requires public agencies to evaluate the potential physical impacts of proposed projects prior to approving a project and, if necessary, impose feasible mitigation measures to reduce significant project impacts to a less than significant level. Once a proposed action is determined to be a project as defined by CEQA, a Lead Agency can make one of four basic determinations: the project is statutorily or categorically exempt; the project impacts have already been addressed as a part of another project impact analysis; prepare a negative declaration or mitigated negative declaration; or prepare an environmental impact report (for which there are several sub-categories).

If the City determines the proposed Project is part of a larger project (the 1990 General Plan or the 2019-24 Housing Element) it must make certain additional determinations. When an EIR has been certified or an Addendum to that EIR, in this case the 1990 General Plan PEIR, no subsequent EIR or negative declaration needs to be prepared for that project unless the lead agency makes one of more of the following determinations:

1. Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration;
2. Substantial changes will occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or negative declaration; or
3. New information of substantial importance shows any of the following:
 - a. The project will have one or more significant effects not discussed in the previous EIR or negative declaration;

- b. Significant effects previously examined will be substantially more severe than shown in the previous EIR;
- c. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the Project; or
- d. Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment.

Analysis

In order to make a determination for the appropriate CEQA analysis for the proposed Project, the City has considered relevant State laws; adopted City plans, policies, programs; and previous CEQA analysis, which are described here.

Relevant State Housing Law

Increasing concern in the last few years about housing supply and affordability in California have resulted in the State enacting a number of new laws aimed at addressing those concerns. One key aspect of the new housing laws is to limit local government discretion related to the approval of new housing development. The underlying intent of many of the new laws is to make it easier and less costly to develop new housing in California, especially higher density, more affordable housing. To this end, several new State laws now require local governments to establish accessory dwelling units regulations and objective design and development standards for multi-family residential development, and a non-discretionary, by-right approval process for those developments. New state law also requires a number of other zoning code provisions be revised or included to increase housing supply and affordability. The following is a partial summary of some of the relevant, new State housing laws that are the impetus for this Project.

SB 35

This law establishes a streamlined, ministerial review process for certain multi-family affordable housing projects that are proposed in local jurisdictions that have not met regional housing needs, until 2026. Projects streamlined under this law must meet relevant objective standards.

SB 166

This law amends the No Net Loss Zoning law to require local governments to accommodate remaining unmet housing need at all times, identifying new sites for affordable housing when market-rate housing is developed on sites for affordable housing.

SB 330

This law prohibits a city or county from enacting a development policy or standard that would reduce intensity of land use, impose subjective design review standards, limit the amount of housing, impose development moratoriums, limit land use approvals or permits, cap housing units, or cap population. The law additionally makes numerous changes to housing permitting. Preliminary applications for housing may be submitted and must contain specified information. Local governments are prohibited

from applying ordinances to a development after a preliminary application is submitted and cannot hold more than five hearings on approval of a housing project that complies with objective standards when the preliminary application is deemed complete. These provisions expire on January 1, 2025.

AB 68, AB 881, SB 13, AB 587, AB 670, and AB 671

These laws were part of the first State ADU and JADU legislation. Among other things, these laws address the following provisions:

- Prohibit local jurisdictions from establishing minimum parcel sizes for ADUs.
- Clarify that areas designated by local agencies for ADUs may be based on the adequacy of water and sewer services, as well as on impacts on traffic flow and public safety.
- Prohibit local jurisdictions from requiring replacement off-street parking for ADUs created through the conversion of a garage, carport or covered parking structure.
- Reduce the maximum ADU and JADU application review time from 120 days to 60 days.
- Clarify that “public transit” includes various means of transportation that charge set fees, run on fixed routes, and are available to the public.
- Establish impact fee exemptions and limitations based on the size of the ADU. ADUs up to 750 square feet are exempt from impact fees, and ADUs that are larger than 750 square feet may be charged impact fees but only fees that are proportional in size (by square foot) to those for the primary dwelling unit.
- Allow the construction of JADUs even where a local agency has not adopted an ordinance expressly authorizing them.
- Allows a permitted JADU to be constructed within the walls of the proposed or existing single-family residence and eliminates the required inclusion of an existing bedroom and an interior entry into the single-family residence.

AB 2221

This law makes clarifying changes to existing ADU law to close procedural and permitting loopholes for approving ADUs at the local level. Existing State law requires local agencies to “act on” an ADU application within 60 days. AB 2221 eliminates the ambiguity of this requirement by clarifying that local agencies shall approve or deny an ADU application within 60 days of application submittal. Additionally, AB 2221 prohibits local agencies from imposing front setback requirements for ADUs that are 800 square feet or smaller in size and which otherwise adhere to the established side and rear setbacks.

SB 897

This law amends the existing height limit requirement for attached and detached ADUs. Under SB 897 local agencies must allow ADUs taller than 16 feet in the following circumstances:

- If the ADU is located within a half-mile of a major transit stop or high-quality transit corridor, a detached ADU that is on a parcel with a single-family or multi-family dwelling may be up to 18 feet in height by-right, and the ADU be up to two feet taller (for a maximum of 20 feet) if necessary to match the roof pitch to that of the primary dwelling.

- If a detached ADU is on a parcel with an existing or proposed multistory multi-family dwelling, the ADU may be up to 18 feet in height, regardless of how close it is to transit.
- An attached ADU may now be up to 25 feet high or as high as a primary dwelling is allowed under the underlying zone, whichever is lower. However, a local agency may still limit the ADU to two stories.

AB 345

This law requires the allowance of the separate conveyance of ADUs from the primary dwelling in certain circumstances, including:

- The property is held in a recorded tenancy in common agreement that meets certain requirements.
- There is an enforceable restriction on the use of the property between the low-income buyer and nonprofit that complies with the requirements of the Revenue and Taxation Code.
- The ADU or primary dwelling was built or developed by a qualified nonprofit.
- The entire property is subject to affordability restrictions to assure that the ADU and primary dwelling are preserved for owner-occupied, low-income housing for 45 years and are sold or resold only to a qualified buyer.

AB 3182

This law further address barriers to the development and use of ADUs and JADUs. The law, among other changes, addresses the following:

- Applications for ADUs or JADUs must be deemed approved (not just subject to ministerial approval) if the local agency has not acted on the completed application within 60 days.
- Provides for the rental or leasing of a separate interest ADU or JADU in a common interest development. However, no less than 25 percent of the separate interest units within a common interest development be allowed as rental or leasable units.
- Requires ministerial approval of an application for a building permit within a residential or mixed-use zone to create one ADU and one JADU per parcel, within the proposed or existing single-family dwelling if certain conditions are met.

AB 682

This law expands the existing density bonus law to include “shared housing buildings” as a housing development eligible for a density bonus and/or concession. The law defines a “shared housing building” as a residential mixed-use structure with five or more shared housing units, and one or more common kitchen and dining area, designed for permanent residence by its tenants. The law does not allow a local agency to require any minimum unit size requirements or minimum bedroom requirements for a shared housing building.

AB 1551

This law reinstates a previous law that sunset January 1, 2022, granting density bonuses to commercial developers. To be eligible for one of the six commercial density bonuses the developer must partner

with an affordable housing developer to build affordable housing where at least 30 percent are affordable to low-income households or 15 percent are affordable to very low-income households. The affordable units can either be built on the commercial site, or the developer can donate land or a cash payment to the affordable housing developer to construct affordable housing units elsewhere in the jurisdiction.

AB 571

This law places additional limits on the impact fees qualifying projects. Specifically, the law prohibits local agencies from charging affordable housing impact fees, including inclusionary zoning fees and in-lieu fees, against affordable units in density bonus housing developments.

AB 634

This law requires longer affordability periods for qualifying projects. The law allows a local government to adopt provisions requiring an affordability period of more than 55 years in density bonus housing projects. However, the local ordinance cannot impose affordability periods of more than 55 years in developments financed with low-income housing tax credits.

SB 290

This law makes several changes to the density bonus law, including:

- Provides one incentive or concession for density bonus projects that include at least 20 percent of the units for lower income students in a student housing development.
- Eliminates the ability of local governments to disapprove a developer's request for an incentive or concession, or a waiver or modification of development standards, on the grounds that it would have a specific adverse impact on the physical environment.
- Provides parking standards of one-half space per bedroom for housing developments which include at least 40 percent moderate income units that are located within a half mile of a major transit stop.
- Eliminates the requirement that for-sale units for moderate income households must be in a "common interest development" to qualify for a density bonus.
- Clarifies that for purposes of qualifying for a density bonus, the "total units" in a housing development include affordable units that are designated to satisfy local inclusionary housing requirements.
- Clarifies that for purposes of qualifying for a density bonus, affordable units for very low- or lower- income households can be either rental or for-sale units. (Affordable units for moderate income households still must be for-sale units and may not be rental units)

AB 682

This law expands the existing density bonus law to include "shared housing buildings" as a housing development eligible for a density bonus and/or concession. Density bonus provisions must include "shared housing buildings" as a residential building type that is eligible for a density bonus and/or concession and adopt a definition of "shared housing building" that is compliant with the State definition.

This law establishes that low barrier navigation center developments are essential tools for alleviating the homeless crisis in the State and are a matter of Statewide concern. As such, the law mandates low barrier navigation centers be allowed by-right in areas zoned for mixed uses and nonresidential zones permitting multi-family dwellings. In addition, local agencies may not impose parking requirements onto low barrier navigation centers.

2019-2024 Housing Element Action Programs

It is important to confirm that the Project is consistent with the 2019-2024 Housing Element. While the Housing Element is formally part of the 1990 General Plan, the 2019-2024 Element was prepared separately from (and subsequent to) the General Plan. The Housing Element includes several action programs which call for updating the Zoning Code to address compliance with State housing law.

Action Program [1.2]: Amend the Zoning Code to address the following:

Accessory Dwelling Units (ADU). Ensure compliance with Assembly Bill 2299 and Senate Bill 1069.

Employee Housing. Comply with the State Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6).

Single Room Occupancy Units. Define and allow with a use permit in the Multi-Family Residential (R-4), Uptown Business District (UBD) and General Commercial (C-2) Zoning Districts.

Transitional and Supportive Housing. Define and allow transitional and supportive housing as permitted uses subject to only the same restrictions on residential uses in the same type of structure. In addition, transitional and supportive housing must be allowed as a permitted use, without discretionary review, in zones where multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses.

Emergency Shelters. Allow emergency shelters by-right, without discretionary review, in the Public Facilities (PF) zoning district.

Action Program [2.7]: Develop and formalize a process for persons with disabilities to make a request to modify residential development standards to accommodate their specialized needs and streamline the permit review process.

Action Program [2.9]: Revise the Zoning Code to allow low barrier navigation centers for the homeless per Government Code 65660-65668.

Action Program [2.11]: Amend the Zoning Code to comply with State density bonus law.

Action Program [2.12]: Establish a written policy or procedure and other guidance as appropriate to specify the SB 35 streamlining approval process and standards for eligible projects.

2019-2024 Housing Element Addendum

The 2019-2024 Housing Element Addendum served as the environmental documentation for the 2019-2024 Housing Element update. The addendum to the 1990 General Plan Environmental Impact Report (EIR) (State Clearinghouse Number 1989050810) demonstrates that the analysis contained in that EIR adequately addressed the potential physical impacts associated with implementation of the 2019-2024 Housing Element and that none of the conditions described in California Environmental Quality Act (CEQA) Guidelines Section 15162 calling for the preparation of a subsequent EIR or negative declaration occurred.

The City adopted the 1990 General Plan and certified the General Plan EIR. While the General Plan EIR did not address the 2019-2024 Housing Element, the policies and programs in the General Plan address all physical development in the city. The Addendum compared the policy and program changes from the previous 5th cycle Housing Element to the 2019-2024 6th cycle Housing element.

As a policy document, the Housing Element will not result in physical changes to the environment but encourages the provision of affordable housing within the land use designations shown in the Land Use Element of the General Plan. None of the policies or programs in the 2019-2024 Housing Element would result in physical changes to the environment. Construction that could result in physical changes to the environment within the City is required to comply with the General Plan, Zoning Code, State and Federal permits, and local development standards. The 2019-2024 Housing Element serves as the City's guiding policy and program document to meet future needs of housing for all the City's economic levels. The 2019-2024 Housing Element replaces the existing 2014-2019 Housing Element.

Conclusion

As noted above, the Lead Agency can make one of four basic determinations for a Project as to the appropriate action to comply with CEQA: the project is statutorily or categorically exempt; the Project impacts have already been addressed in an environmental analysis as a part of a larger project; prepare a negative declaration or mitigated negative declaration; or prepare an environmental impact report (for which there are several sub-categories). Considered here is whether the 2019-2024 Housing Element Addendum addressed the potential environmental effects of the proposed Project, which will result in amendments to the City Zoning Code intended to increase housing supply and affordability.

While the proposed Project subject to this present analysis is not a "subsequent development project," it is both a subsequent project governed by the General Plan and will enable subsequent development projects subject to the proposed Zoning Code amendments and objective design standards. Since these subsequent projects will not be subject to discretionary review and therefore, not subject to additional CEQA analysis, the question is whether the 2019-2024 Housing Element Addendum adequately addresses the potential Project environmental impacts. The proposed Project is consistent with and implements the 2019-2024 Housing Element. Housing Element programs call for the City to amend the Zoning Code to address the following:

Accessory Dwelling Units (ADU). Ensure compliance with Assembly Bill 2299 and Senate Bill 1069.

Employee Housing. Comply with the State Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6).

Single Room Occupancy Units. Define and allow single room occupancy units with a use permit in the Multi-Family Residential (R-4), Uptown Business District (UBD) and General Commercial (C-2) Zoning Districts.

Transitional and Supportive Housing. Define and permit transitional and supportive housing as permitted uses subject to only the same restrictions on residential uses contained in the same type of structure and allow supportive housing as a permitted use, without discretionary review, in zones where multifamily and mixed uses are permitted, including nonresidential zones permitting multifamily uses.

Emergency Shelters. Allow emergency shelters by-right, without discretionary review, in the Public Facilities (PF) zoning district.

Reasonable Accommodation. Develop and formalize a process that a person with disabilities will need to go through to make a reasonable accommodation request in order to accommodate the needs of persons with disabilities and streamline the permit review process.

Low Barrier Navigation Centers. Allow low barrier navigation centers for the homeless per Government Code 65660-65668.

Density Bonus. Comply with State density bonus law (Government Code Section 65915, as revised).

Objective Residential Design and Development Standards. Establish objective residential design and development standards to comply with the SB 35 streamlining approval process and standards for eligible projects, as set forth under GC Section 65913.4.

The proposed Project includes new Zoning Code provisions that address accessory dwelling units, objective multifamily residential design and development standards, single room occupancy units, transitional and supportive housing, emergency shelters, reasonable accommodations, low barrier navigation centers, and density bonus as specified in the 2019-2024 Housing Element. The City has prepared these standards in response to recent changes in California law that require all cities and counties to adopt such standards to increase housing supply and affordability. These provisions are intended to provide opportunities for the private sector to address the housing needs of citizens of all economic levels.

All the of these new Zoning Code provisions were addressed in the 2019-2024 Housing Element Addendum. The proposed Project is consistent with and implements the 2019-2024 Housing Element, which is an integral part of the General Plan. Based on the analysis, we conclude that the 2019-2024 Housing Element Addendum fully and adequately addresses the potential environmental impacts of the proposed Project.

Finally, based on the forgoing analysis, none of the circumstances described in CEQA Guidelines Section 15062 have occurred that would require the preparation of a subsequent EIR or Negative Declaration. There are no substantial changes proposed in the original project (the 1990 General Plan). This proposed Project serves as implementing several Housing Element programs. No substantial changes will occur with respect to the circumstances under which the Project will be undertaken. Finally, no new

information has become available that would indicate new or more severe impacts would occur as a result of the project.

Recommendation

It is recommended that the City Council find that:

1. The proposed Zoning Code amendments addressing accessory dwelling unit provisions, objective multifamily residential design and development standards, reasonable accommodations, and other technical amendments (the proposed Project) are consistent with the 2019-2024 Housing Element;
2. The 2019-2024 Housing Element Addendum fully addresses the potential environmental impacts of the proposed Project, all potentially significant environmental impacts can be mitigated to a less than significant level or are subject to overriding social or economic considerations;
3. No substantial changes are proposed as a part of the Project which will require any revisions to the 2019-2024 Housing Element Addendum due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
4. No substantial changes will occur with respect to the circumstances under which the project is undertaken which will require major revisions to the 2019-2024 Housing Element Addendum due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
5. There is no new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the 2019-2024 Housing Element Addendum was certified as complete, that would show any of the following:
 - a. The Project would have one or more significant effects not discussed in the 2019-2024 Housing Element Addendum;
 - b. Significant effects previously examined would be substantially more severe than shown in the 2019-2024 Housing Element Addendum;
 - c. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the Project; or
 - d. Mitigation measures or alternatives which are considerably different from those analyzed in the 2019-2024 Housing Element Addendum would substantially reduce one or more significant effects on the environment measure or alternative; and
6. The proposed Ordinance which would amend Title 17 of the Susanville Municipal Code qualifies for multiple statutory exemptions from the California Environmental Quality Act (CEQA) pursuant to Section 15282(h)(r) which states that the adoption of an ordinance regarding second units in a single family or multi family residential zone by a city or county to implement the provisions of Sections 65852.1 and 65852.2 of the Government Code as set forth in the Section 21080.17 of the Public Resources Code, and for Determinations made regarding a city or county's regional housing needs as set forth in Section 65584 of the Government Code.

7. The third statutory exemption falls under Section 15283 of the CEQA Guidelines which states that CEQA does not apply to regional housing needs determinations made by the Department of Housing and Community Development, a council of governments, or a city or county pursuant to Section 65584 of the Government Code.
8. No further environmental analysis for the proposed Project is required and a notice of exemption will be filed by the City Planner with the Lassen County Recorder's Office once the Ordinance has been adopted by City Council.

ORDINANCE No. 24-1044
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AMENDING TITLE 17 ZONING OF THE SUSANVILLE MUNICIPAL CODE SPECIFICALLY
SECTION 17.104.110 - MULTIFAMILY DEVELOPMENT STANDARDS AND THE ADDITION
OF SECTION 17.112.080 APPLICATIONS AND PROCEDURES – REASONABLE
ACCOMMODATION, SECTION 17.130 DENSITY BONUSES AND AFFORDABLE HOUSING
INCENTIVES, AND SECTION 17.132 ACCESSORY DWELLING UNITS

The City Council of the city of Susanville does hereby ordain as follows:

SECTION 1.

Section 17.104.110 of the Susanville Municipal Code is hereby amended as follows:

Section 17.104.110 Susanville Multi-Unit Objective Design Standards

A. Site Layout and Design

- 1. Natural Features.** Existing natural features such as trees, rivers, streams, ponds, hillsides, rock formations, and native vegetation shall be incorporated into landscaping plans. *(Susanville 2002 Design Guidelines, A3)*
- 2. Alternative Energy Applications.** All structures shall be designed to allow for the installation of alternative energy technologies including but not limited to active solar, wind, or other emerging technologies, and shall comply with the following standards. *(Susanville 2002 Design Guidelines, A8)*
 - a.** Installation of solar technology on structures such as rooftop photovoltaic cell arrays shall be installed in accordance with the State Fire Marshal safety regulations and guidelines. *(New)*
 - b.** Roof-mounted equipment shall be located in such a manner so as to not preclude the installation of solar panels.
- 3. Clustering.** In a development with five or more structures, the structures shall be clustered into groups of a minimum of two structures to maximize common open space. *(Susanville 2002 Design Guidelines, A10)*
- 4. Pedestrian/Bicycle Circulation.**
 - a.** All structures, facilities, parking areas, amenities, and common areas shall be internally connected by pedestrian pathways with a minimum width of three feet. *(17.104.110.B1)*
 - b.** Pedestrian pathways shall be separated from parking areas by landscaping, curbs, or other edge treatments. *(New)*
 - c.** Pedestrian pathways shall be directly connected to adjacent public sidewalks on each street frontage. *(New)*
- 5. Bicycle Parking.** For all projects, 0.5 Class II bicycle parking spaces (i.e., inverted U-rack, ribbon rack, wave rack) are required per dwelling unit. *(17.104.110.B2)*
- 6. Service Areas and Auxiliary Structures.** Service areas and auxiliary structures (i.e., trash receptacles, propane, gas and oil tanks, utility boxes) shall be fully screened from public street view with the following development standards: *(Susanville 2002 Design Guidelines, A16)*
 - a.** Opaque walls or fencing made with materials and color palette submitted as part of the project application.
 - b.** Landscaping
 - c.** Vehicle and pedestrian access gates
 - d.** The following materials are prohibited for any on-site service areas and auxiliary structures:

- i. Cyclone or chain link;
- ii. Vinyl; and
- iii. Barb wire, razor wire

7. Setbacks.

- a. Front yard setbacks along a street right-of-way shall reflect the average setback of existing adjacent residential structures within two hundred (200) feet, which may be greater than those set in each zone district. Modulated or varied building setbacks shall be considered if they avoid the creation of a monotonous streetscape. (17.104.110.A4)
- b. Structures greater than one story or 20 feet in height, whichever is greater, adjacent to single-story residential dwellings shall be set back from property lines by at least one times the height of the multi-unit structure. (17.104.110.A5)

B. Architectural Design

1. Building Color

- a. All structures in a project shall include one primary color and no more than two accent colors, in addition to the color of the roofing material. (*Susanville 2002 Design Guidelines, A2*)
- b. Each structure elevation shall include two colors within the color palette submitted as part of the project application. (*Susanville 2002 Design Guidelines, A3*)

2. Building Material.

- a. The following highly reflective structure materials are prohibited as exterior materials or as roofing. Highly reflective materials include: (*Susanville 2002 Design Guidelines, A4, modified*)
 - i. Any zinc or Zinc-Aluminum coated sheet or polished metal;
 - ii. Stainless steel;
 - iii. Aluminum;
 - iv. Copper sealed against oxidation;
 - v. Glazed terra cotta tiles; and
 - vi. High gloss paint finishes with a light reflectance and/or chroma value exceeding 50 percent.
- b. For structures over three stories, at least two materials shall be used, in addition to glazing and railings. Any one material must comprise at least 20 percent of the structure. (*New*)

3. Fences and Walls. The following materials are prohibited for all fences and walls: (*Susanville 2002 Design Guidelines, A10*)

- a. Electrified;
- b. Barb wire/razor wire;
- c. Sharp objects such as spires and glass;
- d. Cyclone or chain link; and
- e. Vinyl

4. Rooftop Equipment. Rooftop mechanical equipment shall be screened from view with either using a building parapet or opaque materials. (*Susanville 2002 Design Guidelines, A7*)

5. Structure Massing. Structures that have a length longer than 30 feet shall include facades with varying modulation with a minimum of two feet at intervals of no more than 10 feet. (*New*)

C. Parking, Landscaping, Open Space, and Lighting

1 **1. Open Space.** The following development standards apply to multi-unit developments
2 with four or more dwelling units. (*Susanville 2002 Design Guidelines, A12;*
3 *17.104.110.B3*)

4 **a. Public Open Space.** Projects shall provide open space areas and/or community
5 site amenities. Functional open space areas and community site amenities shall
6 exclude areas required for zoning setbacks.

7 **i. Public Open Space.** Public open space areas shall include a minimum of
8 two of the following amenities equivalent to a minimum of 200 square feet
9 per dwelling unit.

- 10 1. Courtyard/Garden with seating and/or tables for up to eight people
- 11 2. Pergola, shade, trellis, or arbor structure not taller than 10 feet
- 12 3. BBQ area with a minimum of two fixed barbeques and tables
- 13 4. Sports Court (i.e., bocce ball, table tennis, badminton, tennis,
14 pickleball basketball, volleyball)
- 15 5. Splash pad no smaller than 50 square feet
- 16 6. In-ground swimming pool or above-ground and/or in-ground hot
17 tub
- 18 7. Open lawn area(s) with no dimension less than 10 feet
- 19 8. Community room (i.e., library room with bookshelves and seating
20 for at least five people, media room with television and seating for
21 at least 10 people, game room with at least two game tables or
22 consoles, gym/fitness room with at least five pieces of gym
23 equipment, co-working space with wi-fi, tables and seating for at
24 least eight people

25 **ii. Connections.** Public open space areas shall be directly connected to all
26 interior space areas (i.e., community room, recreation room, exercise
27 center), trash and recycling enclosures, laundry facilities (if applicable),
28 structure entrances, parking areas, and mail delivery areas by pedestrian-
oriented pathways.

iii. Landscaping. A minimum of 15 percent of the required public open
space shall be landscaped with materials and planting consistent with the
standards in 17.96.040 and the subject parcels underlying base zone
landscaping requirements.

b. Private Open Space. Each dwelling unit shall have outdoor space designed for
the exclusive use of that dwelling unit in accordance with the following standards:

i. Ground Floor Units. Each ground floor dwelling unit shall include a
minimum of 40 square feet of private open space in the form of a covered
or uncovered patio to allow for light, air, and privacy. (*New*)

ii. Above Ground Floor Units. Each above ground floor dwelling unit shall
include a minimum of 40 square feet of private open space in the form of
a terrace, balcony, or rooftop patio to allow for light, air, and privacy.
(*New*)

2. Exterior Lighting

a. Pedestrian-oriented bollard lighting no higher than three feet shall be provided in
active pedestrian areas for safety and security. For the purpose of this standard,
active pedestrian areas are defined as internal walkways between structures and
amenities, walkways adjacent to parking areas, and walkways connecting to the
public right-of-way.

b. Area lighting shall be shielded downward to reduce light pollution in adjacent
properties. (*Susanville 2002 Design Guidelines, F3*)

- c. Pedestrian pathway lighting features shall not exceed eight feet in height and shall have minimum illumination levels of 0.5 foot-candles at the pathway surface. (*Susanville 2002 Design Guidelines, F4*)
- d. Lighting features in parking, storage, and recreational areas shall not exceed 20 feet. (*Susanville 2002 Design Guidelines, F4*)
3. **Landscaping.** Landscaping standards shall be in accordance with City standards in 17.96.040.
4. **Parking.** The number of parking spaces required per project shall comply with the underlying base zone parking requirements (17.100.140) and the following development standards:
 - a. **Parking Lot Design and Location**
 - i. For multi-unit development projects greater than four dwelling units, surface parking areas shall not be located between the structure(s) and the primary street frontage. (*17.104.110.B7*)
 - ii. Parking areas within a site shall be internally connected and use shared driveways.
 - b. **Parking Lot Landscaping.** Landscaping standards shall be in accordance with City standards in 17.96.040.

SECTION 2.

Section 17.112.080 of the Susanville Municipal Code is hereby added as follows:

Section 17.112.080 - Applications and Procedures – Reasonable Accommodation

A. Purpose. This Section provides a procedure to request Reasonable Accommodation for persons with disabilities seeking equal access to housing under the California Fair Employment and Housing Act, the Federal Fair Housing Act, and the Americans with Disabilities Act (ADA) (referred to in this Section as the Acts) in the application of zoning laws and other land use regulations, policies, and procedures. A Reasonable Accommodation is typically an adjustment to physical design standards (e.g., setbacks) to accommodate the placement of wheelchair ramps or other exterior modifications to a structure in response to the needs of a qualifying disabled resident. [Source: NEW]

B. Applicability. The provisions established in this Section shall apply as follows:

1. **Eligible Applicants.** The following persons may submit a request for Reasonable Accommodation:
 - a. A request for Reasonable Accommodation may be made by any person with a disability, their representative, or any entity, when the application of a zoning law or other land use regulation, policy, or practice acts as a barrier to fair housing opportunities. [Source: NEW]
 - b. A person with a disability is a person who has a physical or mental impairment that limits or substantially limits one or more major life activities, anyone who is regarded as having this type of impairment, or anyone who has a record of this type of impairment. Also see other disabilities covered under the Acts. [Source: NEW]
2. **Eligible Requests.** Requests for Reasonable Accommodations shall comply with the following:
 - a. A request for Reasonable Accommodation may include a modification or exception to the practices, rules, and standards for the development, siting, and use of housing or housing-related facilities that would eliminate regulatory

1 barriers and provide a person with a disability equal opportunity to housing of
2 their choice. [Source: NEW]

- 3 b. A request for Reasonable Accommodation shall comply with all applicable
4 provisions established in Chapter 17.112 (Applications and Procedures), of this
5 Title. [Source: NEW]

6 **C. Application Filing, Processing, and Review.** The filing, processing, and review of an
7 application for a Reasonable Accommodation shall comply with the following:

- 8 1. Application. An application for Reasonable Accommodation shall be filed and processed
9 in compliance with this Paragraph. The application shall include the information and
10 materials specified in the most up-to-date application form, together with the required fee
11 in compliance with the Master Fee Schedule. [Source: NEW]
- 12 2. Filing with Other Land Use Applications. If the project involves both a request for
13 Reasonable Accommodation and some other discretionary approval (i.e., use permit),
14 the applicant shall file the information required by Subparagraph 1 (Application), above,
15 together with the materials required for the other discretionary approval. [Source: NEW]
- 16 3. Responsibility of the Applicant. It is the responsibility of the applicant to provide evidence
17 in support of the findings required by, of this Section. [Source: NEW]
- 18 4. Review Authority. The community development director or city administrator designee
19 shall be the review authority and shall be responsible for accepting, reviewing, and
20 acting on Reasonable Accommodation requests. [Source: NEW]
- 21 5. Application and Review Procedures. Upon receipt of a Reasonable Accommodation
22 request, the community development director or city administrator designee shall make a
23 written decision and either approve, conditionally approve, approve with modifications, or
24 deny a request for accommodation. See Subsection D (Findings and Decision). [Source:
25 NEW]

26 **D. Findings and Decision.** The written decision to approve, conditionally approve, approve
27 with modifications, or deny a request for Reasonable Accommodation shall consider the
28 following factors: [Source: NEW]

- 1 Whether the land use, which is the subject of the request, will be used by an individual
2 defined as disabled under the Acts; [Source: NEW]
- 3 2. Whether the request for Reasonable Accommodation is necessary to make specific land
4 uses available to an individual with a disability under the Acts; [Source: NEW]
- 5 3. Whether the requested Reasonable Accommodation would impose an undue financial or
6 administrative burden on the City; [Source: NEW]
- 7 4. Whether the requested Reasonable Accommodation would require a fundamental
8 alteration in the nature of a City program or law, including, but not limited to, land use
9 and zoning; [Source: NEW]
- 10 5. Potential impact on surrounding uses; [Source: NEW]
- 11 6. Physical attributes of the property and structures; and [Source: NEW]
- 12 7. Alternative Reasonable Accommodations that may provide an equivalent level of benefit.
13 [Source: NEW]

14 **E. Conditions of Approval.** In approving a request for Reasonable Accommodation, the
15 community development director or city administrator designee shall impose conditions of
16 approval deemed reasonable and necessary to ensure the Reasonable Accommodation will
17 comply with Subsection D (Findings and Decision). of this Section. [Source: NEW]

18 **F. Rescission and Discontinuance.** The rescission and discontinuance of a Reasonable
19 Accommodation shall comply with the following provisions:

1 **G. Rescission.** An approval or conditional approval of a Reasonable Accommodation request
2 application made in compliance with this Section may be conditioned may be rescinded or
3 automatically expired under appropriate circumstances (e.g., the disabled individual vacates
4 the subject parcel), unless allowed to remain in compliance with Subparagraph B
(Discontinuance), below. [Source: NEW]

5 **H. Discontinuance.** A request for Reasonable Accommodation shall be deemed discontinued
6 in the following circumstances:

- 7 1. A Reasonable Accommodation shall lapse if the exercise of rights granted by it is
8 discontinued for at least 180 consecutive days. [Source: NEW]
- 9 2. If the person(s) initially occupying the parcel or land use vacates, the Reasonable
10 Accommodation shall remain in effect only if the community development director or city
11 administrator designee first determines that: [Source: NEW]
 - 12 a. The modification is physically integrated into the structure and cannot easily be
13 removed or altered to comply with the provisions of this Section; or [Source:
14 NEW]
 - 15 b. The Reasonable Accommodation is to be used by another qualifying individual
16 with a disability. If a Reasonable Accommodation is to be used by another
17 qualifying individual, the community development director or city administrator
18 designee shall request the applicant or the successor(s)-in-interest to the
19 property to provide documentation that subsequent occupants are qualifying
20 persons with disabilities. Failure to provide the documentation within 10 business
21 days (excluding holidays) of the date of a request by the community development
22 director or city administrator designee shall constitute grounds for discontinuance
23 of the previously approved Reasonable Accommodation. [Source: NEW]

24 **SECTION 3.**

25 Section 17.130 of the Susanville Municipal Code is hereby added as follows:

26 Section 17.130 **DENSITY BONUSES AND AFFORDABLE HOUSING INCENTIVES**

27 **17.130.010 Purpose and Intent.**

28 Residential development shall comply with the allowability of density bonuses, incentives,
exemptions, and concessions in compliance with State Density Bonus Law (Government Code
Section 65915, as revised). Government Code 65915 requires the City to provide incentives for
affordable housing, senior housing, and childcare facilities.

29 **SECTION 4.**

30 Section 17.132 of the Susanville Municipal Code is hereby added as follows:

31 Section 17.132 **ACCESSORY DWELLING UNITS (ADUS)**

32 **17.132.010. Purpose and Intent.**

33 The purpose and intent of this Chapter is as follows:

34 **A. Purpose.** The purpose of this Chapter is to provide regulations for the development of
35 accessory dwelling units through a ministerial process consistent with California
36 Government Code Section 65852.2.

37 **B. Intent.** The regulations in this Chapter are intended to:

- 38 1. Implement the provisions of the General Plan Housing Element;

2. Assure compliance with California Government Code Section 65852.2 and other relevant housing legislation;
3. Encourage the development of accessory dwelling units;
4. Streamline and minimize governmental constraints on residential development; and
5. Minimize potential adverse impacts on the public health, safety, and general welfare that may be associated with accessory dwelling units.

17.132.020. Acknowledgement.

The City recognizes the State of California is facing a severe housing crisis. The City acknowledges accessory dwelling units and junior accessory dwelling units expand lower cost housing opportunities and are an essential component of the City and State's housing supply.

17.132.030. Applicability.

The regulations established in this Chapter shall apply to all accessory dwelling units where allowed in compliance with Section 17.132.040 (Where Allowed) of this Chapter and State law. Any construction, establishment, alteration, enlargement, or modification of an accessory dwelling unit shall comply with the requirements of this Chapter and the California Building Code. An accessory dwelling unit that conforms to the standards of this Chapter shall not be:

- A. Deemed to be inconsistent with the General Plan designation and zone for the parcel on which the accessory dwelling unit is located;
- B. Deemed to exceed the allowable density for the parcel on which the accessory dwelling unit is located;
- C. Considered in the application of any City ordinance, policy, or program to limit residential growth; and
- D. Required to correct a nonconforming zoning condition as defined in Section 17.132.050 (Definitions). This does not prevent the City from enforcing compliance with applicable building standards in compliance with Health and Safety Code Section 17980.12.

17.132.040. Where Allowed.

In compliance with California Government Code Section 65852.2, accessory dwelling units shall be allowed by-right (ministerially permitted) in any zone which allows for residential uses. This includes mixed-use zoning districts which allow residential and zones which allow residential as a conditionally permitted use.

17.132.050. Permit Requirements and Processing Procedures.

An application for an accessory dwelling unit that complies with all applicable requirements of this Chapter and California Government Code Section 65852.2 shall be approved ministerially through the Building Permit process. A Building Permit application for an accessory dwelling unit on a parcel with an existing or proposed single-unit or multi-unit dwelling shall be acted upon within 60 days of the Building Permit application being complete. The Building Permit applicant may request a delay in the City processing of the Building Permit, which shall result in the tolling of the 60-day time period.

17.132.060. Types of Accessory Dwelling Units.

An accessory dwelling unit approved under this Chapter may be one of the following types:

- A. **Attached.** An accessory dwelling unit that is created in whole or in part from newly constructed space that is attached to the proposed or existing primary dwelling, such as through a shared wall, floor, or ceiling.
- B. **Detached.** An accessory dwelling unit that is created in whole or in part from newly constructed space that is detached or separated from the proposed or existing primary

dwelling, including an existing stand-alone garage converted into an accessory dwelling unit. The detached accessory dwelling unit shall be located on the same parcel as the proposed or existing primary dwelling.

C. Converted. Is entirely located within the proposed or existing primary dwelling or accessory structure, including but not limited to attached garages, storage areas, or similar uses; or an accessory structure including but not limited to studio, pool house, or other similar structure. See Section 17.16.100 (Standards Applicable to Converted Accessory Dwelling Units) of this Chapter.

D. Junior Accessory Dwelling Unit. A junior accessory dwelling unit is a unit that meets all the following (see Section 17.132.170 (Standards Applicable to Junior Accessory Dwelling Units) for additional regulations):

1. Shall only be allowed on parcels zoned for single-unit residences and that include an existing or proposed single-unit dwelling.
2. Is entirely located within a proposed or existing primary single-unit dwelling.
3. Has independent exterior access from the primary dwelling.
4. Has sanitation facilities that are either shared with or separate from those of the primary dwelling.
5. Includes an efficiency kitchen, which includes a cooking facility with appliances, food preparation counter, and storage cabinets that are of reasonable size in relation to the size of the junior accessory dwelling unit.

17.132.070. Types and Number of Units Allowed.

A. Single-Unit Dwelling Zones. Accessory dwelling units and junior accessory dwelling units are allowed in single-unit residential zones in the following combinations:

1. One Attached Unit and One Junior Accessory Dwelling Unit. One attached accessory dwelling unit and one junior accessory dwelling unit shall be allowed on a parcel with a proposed or existing single-unit dwelling.
2. One Converted Unit and One Junior Accessory Dwelling Unit. One converted space accessory dwelling unit and one junior accessory dwelling unit shall be allowed on a parcel with a proposed or existing single-unit dwelling.
3. One Detached Unit and One Junior Accessory Dwelling Unit. One detached accessory dwelling unit and one junior accessory dwelling unit shall be allowed on a parcel with a proposed or existing single-unit dwelling.

B. Multi-Unit Dwelling Areas. Accessory dwelling units are allowed in multi-unit dwelling zones in the following combinations:

1. Converted Spaces within a Multi-Unit Residential Dwelling Structure.
 - a. Within any multi-unit residential dwelling structure used exclusively for residential use, portions of such structures that are not used as livable space may be converted to accessory dwelling units, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, provided that any such space converted to an accessory dwelling unit complies with minimum State building standards for dwellings.
 - b. At least one accessory dwelling unit shall be allowed within an existing multi-unit dwelling structure if the total number of accessory dwelling units within the structure does not exceed 25 percent of the existing units.
2. Detached Accessory Dwelling Units. Up to two detached accessory dwelling units shall be allowed on a parcel where a multi-unit residential dwelling structure exists.

1 **17.132.080. Standards Applicable to All Accessory Dwelling Units.**

2 The following standards apply to all accessory dwelling units and junior accessory dwelling units
3 constructed on or moved to a new parcel and to the remodeling or rebuilding of existing single-
4 unit residential dwelling or multi-unit residential dwelling structures to create an accessory
5 dwelling unit.

6 **A. Parcel Size and Width.** No minimum parcel size or parcel width standards shall apply to
7 the construction of an accessory dwelling unit.

8 **B. Parcel Coverage.** An accessory dwelling unit shall comply with the parcel coverage
9 requirements of the applicable zoning district, except in the case where the allowable parcel
10 coverage would preclude an accessory dwelling unit, one attached or detached accessory
11 dwelling unit with a maximum size of 800 square feet, regardless of the number of
12 bedrooms, shall be allowed and shall comply with the requirements of this Chapter.

13 **C. Owner Occupancy.** The property owner is not required to occupy the accessory dwelling
14 unit or primary dwelling located on the parcel.

15 **D. Separate Access Required.** An accessory dwelling unit shall have exterior access that is
16 separate from the exterior access for the primary dwelling.

17 **E. Fire Sprinklers.** Fire sprinklers are required in an accessory dwelling unit if they are
18 required in the primary dwelling per the California Building Code.

19 **F. Permanent Foundation.**

- 20 1. All accessory dwelling units shall be permanently attached to a permanent foundation
21 as defined by the California Building Code.
22 2. The use of a recreational vehicle, commercial coach, trailer, motor home, camper,
23 camping trailer, boat, or other apparatus not designed for permanent human habitation
24 is prohibited.

25 **G. Nonconforming Conditions.** The correction of nonconforming zoning conditions is not
26 required in order to establish an accessory dwelling unit on a parcel with a primary dwelling.

27 **H. Illegal Units.** This Chapter shall not validate any existing illegal accessory dwelling units or
28 junior accessory dwelling units. The standards and requirements for the conversion of an
illegal accessory unit to a legal conforming unit shall be the same as for a new accessory
dwelling unit.

I. Design. Accessory dwelling units shall comply with the following general design standards:

1. Within any historic district zone or historic district overlay zone, the design of
accessory dwelling units shall be consistent with the design and development
guidelines applicable to such zones.
2. If the accessory dwelling unit is a manufactured home, the manufactured home shall
be erected and permanently attached on a permanent foundation and shall be made
to match the primary dwelling in terms of architectural style, exterior materials and
colors, and roof pitch.

J. No Separate Conveyance. Except as provided in Government Code Section 65852.26, an
accessory dwelling unit shall not be sold or otherwise conveyed separately from the parcel
and the primary dwelling(s).

K. Rental Term. No accessory dwelling unit shall be rented for a term of less than 30 days.

1 **L. Impact Fees.** No impact fees (including school fees) shall be charged to an accessory
2 dwelling unit that is less than 750 square feet in size. Any impact fee charged to an
3 accessory dwelling unit 750 square feet or larger in size shall be charged proportionately in
4 relation to the square footage of the primary dwelling unit (e.g. the floor area of the primary
5 dwelling, divided by the floor area of the accessory dwelling unit, times the typical fee
6 amount charged for a new dwelling). For purposes of calculating the fees for an accessory
7 dwelling unit on a lot with a multi-family dwelling, the proportionality shall be based on the
8 average square footage of the units within that multi-family dwelling structure. For
9 accessory dwelling units converting existing space with a 150 square foot expansion, a total
10 unit square footage over 750 square feet shall be charged proportionately in relation to the
11 square footage of the primary dwelling unit(s).

12 **17.132.090. Additional Standards Applicable to Attached and Detached Accessory**
13 **Dwelling Units.**

14 The following standards shall apply only to attached and detached accessory dwelling units.

15 **A. Unit Size Requirements.** Attached and detached accessory dwelling units shall comply
16 with the following unit size requirement:

- 17 1. Attached Units. May not exceed 850 square feet if it has fewer than two bedrooms or
18 1,000 square feet if it has two bedrooms. No more than two bedrooms are allowed. an
19 attached accessory dwelling unit shall not exceed 50 percent of the floor area of the
20 primary dwelling.
- 21 2. Detached Units. May not exceed 850 square feet if it has fewer than two bedrooms or
22 1,000 square feet if it has two bedrooms. No more than two bedrooms are allowed.
- 23 3. Unit Type Combinations. A detached, new construction accessory dwelling unit may
24 be combined on the same parcel with one junior accessory dwelling unit. When
25 combined with a junior accessory dwelling unit, the maximum size of the detached
26 accessory dwelling unit is limited to 800 square feet, regardless of the number of
27 bedrooms.
- 28 4. Measurement of Unit Size. Square footage is measured from the exterior walls at the
building envelope, excluding any garage area or unenclosed covered porch areas. For
the purposes of measurement all attached and/or interior storage areas, mezzanines,
lofts, attics (except those less than seven feet in height accessed by a crawlspace
and/or other code compliant access), and similar uses shall be counted in the total
square footage.

1 **B. Height.** Accessory dwelling units are limited to a maximum height of 16 feet, except as
2 established below:

- 3 1. Detached Units Located Adjacent Transit Services. If a detached accessory dwelling
4 is located within a half-mile of a major transit stop or high-quality transit corridor, as
5 defined in Chapter 17.04 (General Provisions and Definitions), the unit is limited to a
6 maximum height of 18 feet, and may be up to two feet taller, for a maximum of 20 feet,
7 if necessary to match the roof pitch of the primary dwelling unit.
- 8 2. Detached Units on Multi-Family Residential Dwelling Parcels. If a detached accessory
9 dwelling is located on a parcel with a multistory, multi-family dwelling structure, the
10 detached accessory dwelling unit is limited to a maximum height of 18 feet.
- 11 3. Accessory Dwelling Units Above Garages. An accessory dwelling unit located above
12 a detached garage is limited to a maximum height of 25 feet.
- 13 4. Attached Units. An accessory dwelling attached to the primary dwelling is limited to
14 the height allowed in the underlying zoning district.

1 **C. Parking.** One off-street parking space is required for an accessory dwelling unit in addition
2 to that required for the primary dwelling, except as established below.

- 3 1. No off-street parking shall be required if any of the following circumstances exist:
- 4 a. The accessory dwelling unit is located within one-half mile of public transit.
 - 5 b. The accessory dwelling unit is located on a property which is recognized as
6 historically significant.
 - 7 c. The accessory dwelling unit is part of the existing primary residence or an
8 existing accessory structure.
 - 9 d. When on-street parking permits are required but not offered to the occupant of
10 the accessory dwelling unit.
 - 11 e. Where there is a car share vehicle located within one block of the accessory
12 dwelling unit.
- 13 2. The required off-street parking space may be covered or uncovered and shall be
14 allowed in tandem and in setback areas, unless the review authority makes specific
15 findings that such parking is not feasible due to specific site topographical or fire and
16 life safety conditions.
- 17 3. If a garage, carport, or covered parking is demolished in conjunction with the
18 construction of an accessory dwelling unit or converted to an accessory dwelling unit,
19 replacement parking is not required.

20 **17.132.100. Standards Applicable to Converted Accessory Dwelling Units.**

21 The following standards apply only to converted accessory dwelling units:

- 22 **A. Limited Expansion.** Conversions may include an expansion of not more than 150 square
23 feet beyond the same physical dimensions as the existing structure if the expansion is for
24 the sole purpose of accommodating ingress and egress to the converted structure.
- 25 **B. Exterior Access Required.** The converted space or structure shall have exterior access.
- 26 **C. Setbacks.** An accessory dwelling unit or portion of an accessory dwelling unit located
27 within the existing space of an existing dwelling or within an existing detached accessory
28 structure shall not require a setback from the rear, street side, or interior side property lines.
- D. Parking.** No additional off-street parking is required for the converted accessory dwelling
unit. If replacement parking is provided, the replacement spaces shall be located in any
configuration on the same parcel as the accessory dwelling unit and may include but is not
limited to covered spaces, uncovered spaces, or tandem spaces. Replacement parking
may only occur on driveways leading to a required parking space or in rear yard on a paved
surface.
- E. Unit Size Requirements.** The conversion of an existing accessory structure or a portion of
the existing primary dwelling to an accessory dwelling unit is not subject to unit size
requirements established in this Chapter. For example, if an existing 2,000 square-foot
accessory structure was converted to an accessory dwelling unit, it would not be subject to
the established unit size requirements.

17.132.110. Standards Applicable to Junior Accessory Dwelling Units.

The following standards apply only to junior accessory dwelling units.

- A. Where Allowed.** Junior accessory dwelling units shall only be allowed on parcels zoned
for single-unit residential dwellings and that include an existing or proposed single-unit
dwelling.

- 1 **B. Location on Parcel.** A junior accessory dwelling unit shall be allowed in the following
2 locations:
- 3 1. Within the walls of an existing or proposed single-unit dwelling.
 - 4 2. Combined with a detached or new construction accessory dwelling unit. When
5 combined with a junior accessory dwelling unit, the maximum size of the accessory
6 dwelling unit is limited to 800 square feet, regardless of the number of bedrooms.
- 7 **C. Number of Units Per Parcel.** A maximum of one junior accessory dwelling unit shall be
8 allowed on any parcel.
- 9 **D. Unit Size Requirements.** The total area of floor space for a junior accessory dwelling unit
10 shall not exceed 500 feet and shall not expand the size of an existing single-unit dwelling
11 by more than 150 square feet, provided such expansion is provided solely for the purpose
12 of accommodating ingress and egress.
- 13 **E. Efficiency Kitchen.** A junior accessory dwelling unit shall include an efficiency kitchen,
14 requiring and limited to the following components:
- 15 1. A sink with a maximum waste line drain of one-and-on-half inches;
 - 16 2. A cooking facility with appliances which do not require electrical service greater than
17 one 120 volts or natural or propane gas;
 - 18 3. A food preparation counter or counters that total at least 15 square feet in area; and
 - 19 4. Food storage cabinets that total at least 30 square feet of shelf space.
- 20 **F. Parking.** No off-street parking is required for the junior accessory dwelling unit.
- 21 **G. Entrance.** The junior accessory dwelling unit shall include an exterior entrance separate
22 from the main entrance to the existing or proposed single-unit dwelling. If a bathroom
23 facility is not shared with the single-unit dwelling, the junior accessory dwelling may, but is
24 not required to, include an interior entry into the main living area, which may include a
25 second interior doorway for sound attenuation.
- 26 **H. Deed Restriction.** Junior accessory dwelling units shall comply with the following deed
27 restriction requirements:
- 28 1. Deed Restriction Required. Prior to issuance of a Building Permit for a junior
accessory dwelling unit, a deed restriction shall be recorded against the title of the
property in the Tehama Recorder's office and a copy filed with the City. The deed
restriction shall run with the land and bind all future owners. The form of the deed
restriction will be provided by the City and shall provide that:
 - a. The junior accessory dwelling unit shall not be sold separately from the primary
dwelling, except as may otherwise be permitted by State law.
 - b. The junior accessory dwelling unit is restricted to the approved size and other
attributes allowed by this Section.
 - c. The deed restriction runs with the land and shall be enforced against future
property owners.
 2. Deed Restriction Removal. The deed restriction may be removed if the property
owner eliminates the junior accessory dwelling unit. To remove the deed restriction, a
property owner shall make a written request of the City, providing evidence that the
junior accessory dwelling unit is eliminated. The City shall determine the junior
accessory dwelling unit has been eliminated. If the junior accessory dwelling unit is not
entirely physically removed but is only eliminated by virtue of having a necessary
component of a junior accessory dwelling unit removed, the remaining structure and

- 1 improvements shall otherwise comply with all applicable development and building
2 standards.
3 3. Enforcement. Failure of the property owner to comply with the deed restriction may
4 result in legal action against the property owner, and the City is authorized to obtain
5 any remedy available to it at law or equity, including, but not limited to, obtaining an
6 injunction enjoining the use of the accessory dwelling unit in violation of the recorded
7 restrictions or abatement of the illegal unit.

8 **SECTION 5.**

9 The City Clerk shall, within fifteen (15) days after its passage, cause this Ordinance to be
10 published at least once in the *Modoc Record*, a newspaper of general circulation, printed,
11 published, and circulated within the general area.

12 **INTRODUCED** at a regular meeting of the City Council of the city of Susanville,
13 California, on the 7th day of August, 2024, and adopted at a regular meeting of the City Council
14 of the City of Susanville, California, on the ____ day of ____, 2024.

15 APPROVED: _____
16 Mendy Schuster, Mayor

17 ATTEST: _____
18 Heidi Whitlock, City Clerk

19 The foregoing Ordinance No. 24-1044 was adopted at a regular meeting of the City
20 Council of the City of Susanville, held on the ____ day of ____, 2024 by the following vote:

21 AYES:
22 NOES:
23 ABSENT:
24 ABSTAIN:

25 _____
26 Heidi Whitlock, City Clerk

27 APPROVED AS TO FORM: _____
28 Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Marci Rojas, Public Works

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6340**, authorizing the Public Works Director to execute standard agreement with the State of California Office of California Energy Commission and accepting \$40,000 in grant funding from the California Automated Permit Processing Program(CalAPP).

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: The Public Works Department Building and Planning Division recently applied for the California Automated Permit Processing Program Grant with the State of California Office of California Energy Commission (CEC) and received a grant award notification in the amount of \$40,000. The grant funds will be utilized for the implementation of an online, automated permitting platform as required by the State of California for all municipalities to offer under the Solar Access Act (SB-379). The recommended software to use is Solar App+. We are asking the city council to authorize the Public Works Director to execute a standard agreement with the Office of California Energy Commission for the California Automated Permit Processing Program Grant and approve the terms of service for SolarApp +. Also, asking city council to further authorize the Finance Director to modify the budget as necessary to accommodate the expenditure of grant funds.

FISCAL IMPACT: \$40,000 in grant funding

ACTION REQUESTED: Motion to approve Resolution No. 24-6340, authorizing the Public Works Director to execute standard agreement with the State of California Office of California Energy Commission and accepting \$40,000 in grant funding from the California Automated Permit Processing Program(CalAPP).

ATTACHMENTS:
[24-6340.pdf](#)
[APP-22-266 CEC Grant 1.pdf](#)
[2024 SolarAPP.Agreement 1.pdf](#)

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28

WHEREAS, the Susanville Public Works Department is responsible for the Building and Planning Division for the City of Susanville; and

8
9

10

11

12

13
14

14

15

16

17

18
1919
2021
22

23

24

25

26

27

28



RECIPIENT City of Susanville	AGREEMENT NUMBER APP-22-266
ADDRESS 66 N. Lassen St. Susanville CA, 96130	AGREEMENT TERM 05/23/2023 to 05/31/2027 The effective date of this Agreement is either the start date or the approval signature date by the California Energy Commission representative below, whichever is later. The California Energy Commission shall be the last party to sign. No work is authorized, nor shall any work begin, until on or after the effective date.

PROJECT DESCRIPTION

The parties agree to comply with the terms and conditions of the following Exhibits which are by this reference made a part of the agreement.

Exhibit A – Application with Scope of Work
Exhibit B – APP General Terms and Conditions
Exhibit C – Contact List

Page(s): 4
 Page(s): 5
 Page(s): 1

REIMBURSABLE AMOUNT \$ 40,000
MINIMUM MATCH SHARE REQUIRED \$ 0
TOTAL OF REIMBURSABLE AMOUNT AND MINIMUM MATCH \$ 40,000

The undersigned parties have read the attachments to this agreement and will comply with the standards and requirements contained therein.

CALIFORNIA ENERGY COMMISSION		CONTRACTOR	
AUTHORIZED SIGNATURE	DATE	AUTHORIZED SIGNATURE	DATE
<i>Adrienne Winuk</i>	6/29/2023	<i>Robert E. Hadman</i>	6/29/2023
NAME		NAME	
Adrienne Winuk			
TITLE		TITLE	
Contracts, Grants, and Loans Office Manager		Public Works Director	
CALIFORNIA ENERGY COMMISSION ADDRESS			
715 P Street, MS 18, Sacramento, CA 95814			

ATTACHMENT 01
Grant Application Form – EXHIBIT A

California Automated Permit Processing (CalAPP) Program

1. APPLICANT INFORMATION (REQUIRED)

Jurisdiction Name (please use full legal name as it would appear on the executed grant): City of Susanville	
Jurisdiction Type (select one): ☒ City ☐ County ☐ City and County	
Current Estimated Population <u>State of California Department of Finance Demographics</u> (https://dof.ca.gov/forecasting/Demographics/): ☒ Less than 50,000 ☐ From 100,000 to 200,000 ☐ From 50,000 to 99,999 ☐ Greater than 200,000	

Project Manager <i>(serves as point of contact for all communications)</i>	Name	Ruth McElrath
	Street Address	66 N. Lassen St.
	City and Zip Code	Susanville, 96130
	Phone Number	(530) 252-5118
	E-Mail Address	rmcelrath@cityofsusanville.org

2. FUNDING (REQUIRED)

Assigned Maximum Grant Amount (select <u>one</u>)
☒ Group 1 (\$40,000): Population less than 50,000
☐ Group 2 (\$60,000): Population from 50,000 to 99,999
☐ Group 3 (\$80,000): Population from 100,000 to 200,000
☐ Group 4 (\$100,000): Population greater than 200,000

3. PROJECT INFORMATION (REQUIRED)

A. Online, automated solar permitting platform to be adopted:

☒ SolarAPP+

☐ Other. If selected, complete Section 4 ("Additional Information")

B. Please select allowable budget item(s) anticipated to be used (Select at least one):

☒ Ongoing in-house staff labor costs associated directly with adoption and maintenance of the platform

☐ Ongoing third-party or consultant time associated directly with adoption and maintenance of the platform

☒ Ongoing staff training and education, specific to the platform

☐ Ongoing training events for local installers, specific to the platform

☒ Essential hardware or equipment necessary to support adoption of the platform

☒ Maintenance, such as adding support for energy storage paired with solar energy system permitting, and subscription cost for permit tracking software in support of adopted permitting platform

C. Estimated Project Timeline*

*Enter actual dates if activities already began

Activity	Date (Month/Year)
Begin Development/Pilot	3/1/2023
Full Adoption	12/31/2023
Staff Training	1/8/2024
Training for Local Installers	2/1/2024

4. ADDITIONAL INFORMATION (if applicable)

NOTE: Only complete this section if you implement a platform other than SolarAPP+

Please identify whether the following features are supported by the implemented platform. All features are required for the platform to qualify for funding. CEC staff will verify prior to payment approval.

Performs an automated plan review for residential solar energy systems that completes automatic code compliance checks based on user inputs (such as a contractor), thereby enabling or otherwise issuing permits instantly when the project is confirmed as code compliant, without the need for human review	☐ Yes	☐ No
Supports online, immediate fee payment once an application is complete, which may include auto-invoicing of permit fee costs	☐ Yes	☐ No
Supports immediate generation of a permit job card following payment confirmation	☐ Yes	☐ No
Blocks noncompliant applications from receiving a permit	☐ Yes	☐ No
EITHER: 1) Stand-alone permitting tool; OR 2) Integrates with current software and inspection platform already in use	☐ Yes	☐ No

5. REPORTING (REQUIRED)

Following adoption and verification of a qualifying platform, the Energy Commission may request, and the Recipient will provide if requested, annual data on the number of permits issued for solar energy systems and a solar energy system paired with an energy storage system including relevant characteristics of those systems, such as system capacity. Please indicate your acceptance of these terms.	☒ Yes	☐ No
--	---	-----------------------------

6. CERTIFICATION (REQUIRED)

- I am authorized to complete and sign this form on behalf of the applicant.
- I authorize the California Energy Commission to make any inquiries necessary to verify the information presented in this application.
- I have read and understand the terms and conditions contained in this solicitation. I accept the terms and conditions contained in this solicitation on behalf of the applicant, and the applicant is willing to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions without negotiation.
- I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Name of Authorized Representative:	Robert Godman
Title:	Public Works Director
Phone Number:	(530) 252-5105
E-mail Address:	rgodman@cityofsusanville.org
Date:	4/4/2023
Signature of Authorized Representative:	

NOTE: Do not overlap signature with surrounding border lines.

California Automated Permit Processing (CalAPP) Program

ATTACHMENT 2 – Terms and Conditions

Added language appears in **bold underlined** font and deleted language appears in strikethrough and within square brackets.

1. Background and Authority for this Grant

California Senate Bill 129 (2021) included an appropriation to the California Energy Commission (CEC) to support a grant program for cities, counties, or cities and counties to establish online solar permitting.

2. Documents Incorporated by Reference and Priority

Incorporated by reference into this agreement are the following documents:

- A. Grant Funding Opportunity (GFO) 21-402.
- B. Recipient's application to CalAPP.

As between and the incorporated documents and the remainder of this Agreement, the rest of this Agreement takes priority in case of a conflict.

3. Budget, Invoices, and Payments

- a) The CEC is only obligated to reimburse the Recipient for paid costs that are (1) incurred during the Agreement Term; (2) invoiced within the required timeframes of this Agreement; (3) not more than this Agreement's budget; and (4) reasonable, actual, and allowable expenses under this Agreement.
- b) Recipient acknowledges that the funds under this Agreement have a liquidation date of June 30, 2027, a legal timeframe after which the CEC has no authority to pay the funds. In addition, it takes the CEC administrative time to review, approve, work with the Recipient to correct any errors in, and request the State Controller's Office to pay invoices. Accordingly, Recipient acknowledges that if it does not submit accurate invoices by March 30, 2027, for all amounts due under the Agreement, it risks not receiving payment, and relinquishes all rights to such payments should the CEC not pay it by the liquidation date. Recipient acknowledges that time is of the essence in invoicing by March 30, 2027, for all amounts due under this Agreement.

The Recipient may request payment from the Energy Commission at any time during the term of this Agreement after successful adoption of a qualifying solar permitting platform as verified by the CEC, but no more frequently than monthly. Recipient must use the CAM provided template invoice spreadsheet.

- c) If invoicing for in-house staff time, the template invoice spreadsheet must identify the employee's name, hours worked, and billing rate to be included as a reimbursable expense.
- d) Unallowable costs include:
 - Software not related to the adoption of a qualifying online, automated permitting platform.

- Any costs incurred or activities conducted prior to entering into a grant agreement with the Energy Commission or incurred after the grant agreement has ended.
- Typically excluded items such as food and beverages.
- Advertising costs.
- Fines and penalties.
- Permit processing fees charged by operator of an online platform.
- All other costs not identified as allowable.
- Unreasonable amounts or rates.

4. Certification

By signing this Agreement, Recipient hereby certifies that all funds received pursuant to this Agreement shall be spent exclusively for its CalAPP project in compliance with this Agreement. The Recipient further certifies that it shall comply with all applicable laws in performing this Agreement.

5. Nondiscrimination Statement of Compliance

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

The Recipient and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code Sections 12990 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4.1 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part of it as if set forth in full. The Recipient and its subcontractors will give written notice of their obligations under this section to labor organizations with which they have a collective bargaining or other Agreement.

The Recipient shall include the nondiscrimination and compliance provisions of this section in all subcontracts to perform work under this Agreement.

6. Drug-Free Workplace Certification

By signing this Agreement, the Recipient certifies under penalty of perjury under the laws of the State of California that it will comply and will ensure its subcontractors will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.). In addition to any other rights and remedies available to the CEC, failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both, and the Recipient may be ineligible for any future state awards if the CEC determines that any of the following

has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements of the Act.

[By signing this Agreement, the Recipient certifies under penalty of perjury under the laws of the State of California that it will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.) and will provide a drug-free workplace by taking the following actions:

- 1) Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited, and specifying actions to be taken against employees for violations as required by Government Code Section 8355(a).
- 2) Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b) to inform employees about all of the following:
 - The dangers of drug abuse in the workplace;
 - The person's or organization's policy of maintaining a drug-free workplace;
 - Any available counseling, rehabilitation, and employee assistance programs; and
 - Penalties that may be imposed upon employees for drug abuse violations.
- 3) Provide, as required by Government Code Section 8355(c), that every employee who works on the proposed project:
 - Will receive a copy of the company's drug-free policy statement; and
 - Will agree to abide by the terms of the company's statement as a condition of employment on the project.]

In addition to any other rights and remedies available to the CEC, failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both, and the Recipient may be ineligible for any future state awards if the CEC determines that any of the following has occurred: (1) the Recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

7. Americans With Disabilities Act

By signing this Agreement, the Recipient assures the CEC that it complies with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. Section 12101, et seq.), which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to the ADA.

8. Accounting and Audit

The Recipient will keep separate, complete, and correct accounting of the costs involved in completing the Agreement. The Recipient agrees that the CEC, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. The Recipient agrees to maintain such records for possible audit for a minimum of three (3) years after the Agreement ends in any way. The Recipient agrees to allow the auditor(s) access to such records during normal business hours and to allow

interviews of any employees who might reasonably have information related to such records. Further, the Recipient agrees to include a similar right of the CEC, the Bureau of State Audits, or their designated representative, to audit records and interview staff in any subcontract related to performance of this Agreement. These rights and responsibilities are in addition to and not restrictive of those in Section 16. Access to Sites and Records.

9. Public Works

The Recipient is responsible for complying with all applicable laws, which can include public works requirements under the Labor Code. Recipient acknowledges acceptance of Agreement funds may trigger public works laws (Labor Code Section 1720 et seq.), a requirement of which is to pay prevailing wages, applying to its entire project. If the project is public works then it is subject to compliance monitoring and enforcement by the Department of Industrial Relations. By signing this Agreement, Recipient certifies that it shall comply with all applicable Public Works laws and requirements.

10. Intellectual Property

As between the Recipient and the CEC, the Recipient owns all intellectual property it or its subcontractors create under this Agreement. The CEC has a no-cost, non-exclusive, transferable, irrevocable, royalty-free, worldwide, perpetual license to use, publish, translate, modify, and reproduce all intellectual property, such as the products identified in Section 2. above, for governmental purposes the Recipient or its subcontractors create under this agreement. The Recipient shall include a provision securing these rights for the CEC in all of its subcontractor agreements related to performance of this Agreement.

11. Amendment

No amendment or variation of this Agreement shall be valid unless made in writing and signed by both the Recipient and CEC.

12. Governing Law

This Agreement is governed by the laws of the State of California as to interpretation and performance.

13. Independent Capacity

In the performance of this Agreement, Recipient and its agents, subcontractors, and employees will act in an independent capacity and not as officers, employees, or agents of the CEC or the State of California.

14. Severability

If any provision of this Agreement is unenforceable or held to be unenforceable, all other provisions of this Agreement will remain in full force and effect.

15. Waiver

No waiver of any breach of this Agreement constitutes waiver of any other breach. All remedies in this Agreement will be taken and construed as cumulative, meaning in addition to every other remedy provided in the Agreement or by law.

16. Access to Sites and Records

The Recipient shall provide during the Agreement and for at least 3 years after the Agreement ends in any way to the CEC or its representatives reasonable access to all project sites and to all records related to this Agreement. These rights and responsibilities are in addition to and not restrictive of those in Section 8. Accounting and Audit.

17. Termination Without Cause

The CEC may terminate this Agreement without cause upon giving written notice to the Recipient. In this event, the Recipient will use all reasonable efforts to mitigate its expenses and obligations.

18. Third-Party Beneficiary

The Recipient shall in every subcontract under this Agreement include a provision indicating the CEC is a third-party beneficiary to the agreement.

19. Survival of Terms

The following terms survive this Agreement no matter how the agreement ends, such as by its own terms or via termination:

- 8. Accounting and Audit
- 9. Public Works
- 10. Intellectual Property
- 12. Governing Law
- 14. Severability
- 15. Waiver
- 16. Access to Sites and Records
- 18. Third-Party Beneficiary

Exhibit C CONTACT LIST

California Energy Commission	Recipient
Commission Agreement Manager: Adam Van Winkle California Energy Commission 715 P Street, MS-45 Sacramento, CA 95814 Phone: (916) 891-9060 e-mail: adam.vanwinkle@energy.ca.gov	Project Manager: Ruth McElrath City of Susanville 66 N. Lassen St. Susanville, CA 96130 Phone: (530) 252-5118 e-mail: rmcelrath@cityofsusanville.org
Confidential Deliverables/Products California Energy Commission Contracts, Grants, and Loans Officer 715 P Street MS-18 Sacramento, CA 95814	Administrator: Robert Godman City of Susanville Public Works Director 66 N. Lassen St. Susanville, CA 96130 Phone: (530) 252-5105 e-mail: rgodman@cityofsusanville.org
Invoices, Progress Reports and Non-Confidential Deliverables to: California Energy Commission Accounting Officer 715 P Street MS-2 Sacramento, CA 95814 Email PDF of Payment Request invoice packet to: invoices@energy.ca.gov	Accounting Officer: Chandra Jabbs Finance Manager 66 N. Lassen St. Susanville, CA 96130 Phone: (530) 252-5112 e-mail: cjabbs@cityofsusanville.org
Legal Notices: Tatyana Yakshina Grants Manager 715 P Street MS-18 Sacramento, CA 95814 Phone: (916) 827-9294 e-mail: tatyana.yakshina@energy.ca.gov	Recipient Legal Notices: Heidi Whitlock City Clerk 66 N. Lassen St. Susanville, CA 96130 Phone: (530) 252-5103 e-mail: hwhitlock@cityofsusanville.org

Terms of Service for Using the SolarAPP+™

Effective August 31, 2021

INTRODUCTION

These Terms of Use ("Terms") are between you and Alliance for Sustainable Energy, LLC ("Alliance", "we", or "us") and govern your access to and use of the permitting review tool available on solarapp.nrel.gov webpage ("Web Tool"), which is provided by Alliance as Management and Operating Contractor of the National Renewable Energy Laboratory ("NREL") under Prime Contract No. DE-AC36-08GO28308 ("Prime Contract") for of the United States Department of Energy ("DOE"). By accessing or using the Web Tool, you agree to be bound by these Terms. If you are accepting these Terms on behalf of another legal entity, including your employer, another business, a government, etc., you represent that you are an authorized representative of that entity with full legal authority to bind such entity to these terms. If you do not agree to these Terms, you must not use this Web Tool.

This Web Tool is intended for use by 1) authorities having jurisdiction ("AHJs") which are authorized permitting agencies, and 2) applicants ("Applicants") for permits. Unless otherwise indicated, these terms shall apply to both AHJs and Applicants. By submitting any information to Alliance via or in association with this Web Tool, you are representing and warranting to Alliance that you have the authority to disclose that information.

NOTICE

Alliance is not permitting agency or jurisdiction and has no authority to issue permits of any kind. For AHJ's, Alliance is not liable for the issuance of permits which do not meet the AHJ's typical requirements, or which fail to comply with AHJ's permit standards. AHJ's must review all submissions to determine if issuing a permit is appropriate. AHJ's remain exclusively responsible for the review and approval of permit applications. It is not recommended to rely solely on the Web Tool for the approval or issuance of a permit.

For Applicants, Alliance is not liable for the failure of any permits to issue or the failure of any applications to be submitted. Applicants must contact the relevant jurisdiction to obtain any permit. Applicants remain exclusively responsible for the timely submission of any required information for any permit application directly to the relevant jurisdiction. It is not recommended to rely solely on the Web Tool for the submission or approval of Applicant's permit application.

Alliance, its officers, employees, agents, or representatives shall not be liable for any damages of any kind arising from your use of the linked online payment service. Nothing contained in this Web Tool constitutes or is intended to constitute legal advice from Alliance or any of its agencies, officers, employees, agents, or representatives.

PRIVACY AND SECURITY

This Web Tool may collect personal information from users, both AHJs and Applicants. By using this Web Tool and/or agreeing to these Terms, you consent to the collection, storage, and processing of your personal information/data as set forth in the [Privacy Policy](#).

This Web Tool may be monitored by the U.S. government and any agency thereof ("U.S. Government"), by Alliance, others on their behalf, to ensure it remains available to all users and for security purposes to protect information in the system. By using the Web Tool, you expressly consent to these monitoring activities.

Unauthorized attempts to defeat or circumvent security features, to use the system for other than intended purposes, to deny service to authorized users, to access, obtain, alter, damage, or destroy information, or otherwise interfere with the system or its operation are prohibited. Evidence of such acts may be disclosed to law enforcement authorities and result in criminal prosecution under the Computer Fraud and Abuse Act of 1986 (Pub. L. 990474) and the National Information Infrastructure Protection Act of 1996 (Pub. L. 104-294), (18 U.S.C. 1030), or other applicable criminal laws.

SYSTEM REQUIREMENTS

You are solely responsible for ensuring that your systems meet the hardware, software and any other applicable system requirements for the Web Tool. Alliance will have no obligations or responsibility under this Agreement for issues caused by your use of any third-party hardware or software not provided by Alliance.

YOUR ACCOUNT AND ACCOUNT SECURITY

To use certain features of the Web Tool, you may be required to create an account and provide Alliance with a username, password, and certain other information about yourself, as set forth in the [Privacy Policy](#). When registering, you must fill in all mandatory fields with accurate, current, and complete information about yourself as prompted in the registration form and keep this information up to date. Alliance has the right to suspend or terminate your account or refuse any and all use of the Web Tool if it suspects your account information is inaccurate, not current, or incomplete.

You are solely responsible for maintaining the confidentiality of the password and username you provided during the registration process, and you are fully responsible for all activities that occur under your password or account. You agree to promptly notify Alliance if you discover or suspect any unauthorized use of your account or any other breach of security. You may not license, sell, or transfer your account without prior written permission from Alliance.

OWNERSHIP AND FEEDBACK

The Web Tool is made available on a limited access basis, and no ownership right is conveyed to you, irrespective of any use of terms such as "license", "purchase", or "sale". Alliance and any third parties, as applicable, have and retain all right, title and interest, including all intellectual property rights, in and to all protectable aspects of the Web Tool.

Any ideas, suggestions, and feedback about this Web Tool that you provide to Alliance are entirely voluntary, and by providing such ideas, suggestions, and feedback ("Feedback") you are agreeing that Alliance may use such Feedback without restriction and without compensation or obligation to you. To the extent any license would be required to utilize or implement your Feedback, you automatically grant Alliance, when submitting such Feedback, a worldwide, royalty-free, perpetual, irrevocable, non-exclusive, transferable, and sublicensable license under any rights necessary for such use or implementation.

PUBLICATION AND NON-ENDORSEMENT

You must not to use the names or marks of the U.S. Government, the DOE, NREL, or Alliance to endorse or promote any product, service, or entity without specific prior written authorization from the U.S. Government, DOE, or Alliance, as appropriate. All trademarks and service marks contained in or displayed on this Web Tool are the intellectual property of their respective owners. Any commercial use of the materials stored on this Web Tool is strictly prohibited without the prior written approval of Alliance.

INDEMNIFICATION REQUIREMENTS

EXCEPT TO THE EXTENT PROHIBITED BY LAW, YOU AGREE TO INDEMNIFY THE U.S. GOVERNMENT, DOE, ALLIANCE, AND THEIR RESPECTIVE SUBSIDIARIES, AFFILIATES, OFFICERS, AGENTS, AND EMPLOYEES AGAINST ANY THIRD-PARTY CLAIM OR DEMAND, INCLUDING REASONABLE ATTORNEYS' FEES, ARISING OUT OF OR RELATED TO YOUR VIOLATION OF THESE TERMS, YOUR VIOLATION OF APPLICABLE LAWS OR REGULATIONS, OR YOUR USE OF THE WEB TOOL.

DISCLAIMER OF WARRANTIES

THIS WEB TOOL IS PROVIDED "AS IS" AND "AS AVAILABLE" WITHOUT WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT. ALLIANCE AND THE UNITED STATES GOVERNMENT DO NOT WARRANT THAT THE WEB TOOL OR ANY DATA AVAILABLE VIA THE WEB TOOL IS ACCURATE, COMPLETE, RELIABLE, CURRENT, OR ERROR FREE. ALLIANCE DOES NOT CONTROL, ENDORSE, OR TAKE RESPONSIBILITY FOR ANY THIRD-PARTY DATA PROVIDED VIA THE WEB TOOL OR THE ACTIONS OF ANY THIRD PARTY OR USER. WHILE ALLIANCE ATTEMPTS TO MAKE YOUR ACCESS TO AND USE OF THE WEB TOOL SAFE, ALLIANCE DOES NOT REPRESENT OR WARRANT THAT THE WEB TOOL OR SERVERS ARE FREE OF VIRUSES OR OTHER HARMFUL COMPONENTS. NEITHER ALLIANCE NOR ANY THIRD-PARTY PROVIDERS OF DATA AVAILABLE VIA THE WEB TOOL HAVE ANY OBLIGATION TO PROVIDE UPDATES, SUPPORT, CONSULTING, TRAINING, OR ASSISTANCE OF ANY KIND WHATSOEVER WITH REGARD TO ANY DATA AVAILABLE VIA THE WEB TOOL OR USE THEREOF.

LIMITATION OF LIABILITY IN NO EVENT SHALL ALLIANCE, THE U.S. GOVERNMENT, OR ANY THIRD PARTY PROVIDER OF DATA AVAILABLE VIA THE WEB TOOL, NOR ANY OF THEIR OFFICERS, AGENTS, OR EMPLOYEES, BE LIABLE TO YOU FOR ANY DAMAGES WHATSOEVER, INCLUDING (BUT NOT LIMITED TO) ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, CONSEQUENTIAL, OR PUNITIVE DAMAGES (INCLUDING, BUT NOT LIMITED TO, PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES; LOSS OF USE, DATA, OR PROFITS; OR BUSINESS INTERRUPTION) ARISING FROM OR RELATING TO THESE TERMS, THE WEB TOOL, OR ANY DATA AVAILABLE VIA THE WEB TOOL. ACCESS TO, AND USE OF, THE WEB TOOL IS AT YOUR OWN DISCRETION AND RISK, AND YOU WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR DEVICE OR COMPUTER SYSTEM, OR LOSS OF DATA RESULTING THEREFROM. IN NO EVENT WILL THE AGGREGATE LIABILITY OF THE ABOVE ENTITIES EXCEED TEN U.S. DOLLARS (\$10). THE LIMITATIONS OF THIS SECTION WILL APPLY TO ANY THEORY OF LIABILITY, INCLUDING THOSE BASED ON WARRANTY, CONTRACT, STATUTE, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, EVEN IF THE ABOVE ENTITIES HAVE BEEN ADVISED OF THE POSSIBILITY OF ANY SUCH DAMAGE, AND EVEN IF ANY REMEDY SET FORTH HEREIN IS FOUND TO HAVE FAILED ITS ESSENTIAL PURPOSE. THE FOREGOING LIMITATION OF LIABILITY WILL APPLY TO THE FULLEST EXTENT PERMITTED BY LAW IN THE APPLICABLE JURISDICTION.

TERMS SUBJECT TO CHANGE

Alliance may make changes to these Terms from time to time. If we make changes, we will post the amended Terms to this Web Tool and update the Effective Date above. By continuing to access or use the Web Tool on or after the Effective Date of the revised Terms, you agree to be bound by the revised Terms. If you do not agree to the revised Terms, you must stop accessing and using the Web Tool before the changes become effective. You are responsible for checking the Terms for changes and your continued use of the Web Tool constitutes acceptance of updated Terms.

TERMINATION

Alliance has no obligation to continue to support, maintain, and/or operate the Web Tool and may cease to do so and/or terminate the Web Tool at any time with or without notice to AHJs and/or Applicants.

Alliance may immediately terminate your access to the Web Tool and, should you have an account on the Web Tool, your account, for any reason (or for no reason), without warning. You may terminate your account at any time, for any reason, by contacting solarapp@nrel.gov. Even after termination, these Terms, including (but not limited to) the PRIVACY AND SECURITY section, the OWNERSHIP AND FEEDBACK section, the INDEMNITY, DISCLAIMER, AND LIMITATION OF LIABILITY section, the GOVERNING LAW AND JURISDICTION section, and the GENERAL section, will remain in effect.

GOVERNING LAW AND JURISDICTION

Any claims arising out of or relating to these Terms or this Web Tool will be governed exclusively by the laws of the United States of America and the State of Colorado, without giving effect to their conflict of laws principles. You expressly consent to the exclusive forum, jurisdiction, and venue of the Courts of the State of Colorado and the United States District Court for the District of Colorado in any and all actions, disputes, or controversies relating to these Terms or this Web Tool.

GENERAL

Any reference included in this Web Tool to any specific commercial products, process, or service by trade name, trademark, manufacturer, or otherwise, does not necessarily constitute or imply its endorsement, recommendation, or favoring by the U.S. Government, NREL, or Alliance. The views and opinions expressed on the Web Tool or in any information or data available via the Web Tool do not necessarily represent the views of the U.S. Government or Alliance.

Unless otherwise specified, the Web Tool and any information or data available via the Web Tool are presented solely for use and access from within the United States, its territories, possessions, and protectorates. Alliance makes no representation or warranty of any kind that the Web Tool or any data available via the Web Tool is appropriate or available for use in other locations. If you access the Web Tool from a location other than the United States, you alone are responsible for compliance with any applicable local laws.

These Terms and any posted rules on the Web Tool constitute the entire agreement of the parties with respect to the subject matter hereof. No waiver by Alliance of any breach or default under these Terms will be deemed to be a waiver of any preceding or subsequent breach or default. These Terms will be binding upon and inure to the benefit of Alliance and its successors, trustees, and permitted assignees. Alliance may assign this agreement or any of its rights or obligations under these Terms with or without notice to you.

AGENDA ITEM NO. 9.B
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Marci Rojas, Public Works

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6341**, Authorizing the Public Works Director to enter into a Lease Agreement with LEAF and maintenance agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 606 Nevada Street, City's Engineering Division and authorize the Finance Director to make necessary budget amendments to the 7620 budget if needed for the agreements.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: The copier that is located at 606 Nevada Street for the Engineering Division contract is expiring. Forrest Office Equipment has provided a renewal agreement to continue to lease the equipment from LEAF and receive maintenance from Forest Office Equipment. Staff is requesting the City Council approve the Public Works Director to execute an lease agreement with LEAF and a maintenance agreement with Forest Office Equipment for the copier located at 606 Nevada Street. And further authorize the Finance Director to make necessary budget amendments to the 7620 budget if needed for the agreements.

FISCAL IMPACT: Estimated Annual cost \$5,004.00, no cost to the General Fund

ACTION REQUESTED: Motion to approve Resolution No. 24-6341, Authorizing the Public Works Director to enter into a Lease Agreement with LEAF and maintenance agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 606 Nevada Street, City's Engineering Division and authorize the Finance Director to make necessary budget amendments to the 7620 budget if needed for the agreements.

ATTACHMENTS:

[24-6341.pdf](#)

[Proposal City Of Susanville Public Works \(Engineering\) 5054ci 7-5-24.pdf](#)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING THE PUBLIC WORKS DIRECTOR TO ENTER INTO LEASE AGREEMENT WITH LEAF AND MAINTENANCE AGREEMENT WITH FOREST OFFICE EQUIPMENT FOR A NEW COPIER FOR THE ENGINEERING DIVISION AND AUTHORIZE THE FINANCE DIRECTOR TO MAKE NECESSARY BUDGET AMENDMENTS TO THE 7620 BUDGET

WHEREAS, Forest Office Equipment has a new copier for lease; and

WHEREAS, the lease agreement with LEAF provides for a 63-month lease period at the end of which time, the City will enter into a secondary lease period, with the rate subject to change; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville hereby authorizes the Public Works Director to enter into a lease agreement with LEAF and a maintenance agreement with Forest Office Equipment for a new copier for the Engineering Division and further authorizes the Finance Director to make necessary budget amendments to the 7620 budget for the agreements.

AYES:
NOES:
ASBENT:
ABSTAIN:

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

Proposed to:

City Of Susanville Public Works (Engineering)



KYOCERA
Document Solutions

5054ci

- 1200 X 1200 dpi printing up to 50 B&W & Color prints per minute
- 10.1" Color Touchscreen Control Panel with Tablet-like home screen
- 320 Sheet Dual Scan Document Feeder scans up to 180 per minute
- Up to 200 Scans to PC & E-mail Per Minute,
- Scan To And Print From USB , Flash Drive, google Drive, Drop Box and more
- 1 x 500 Sheet Paper Trays (Adjustable to Any Size Up to 8 1/2 x 14)
- 1 x 500 Sheet Paper Trays (Adjustable to Any Size Up to 12x18)
- 2 x 1,500 Sheet Letter size Paper Drawers
- 150 Sheet MP Tray Handles Up To 110 LB. Card Stock, Envelopes, Transparencies, Labels & More
- 4K Finisher Staples up to 65 Sheets, offsets, collates up to 4,000 Sheets.
- Optional Hole Punch
- Software programs for Archiving & Scanning
- Print from any mobile device, Phone, Tablet ect.



FINANCIAL CONSIDERATIONS:

63 FMV Lease Upgrade
\$240.00 Per Month

**\$60.00 less than current lease
**upgrade includes all fees to return old equipment

Service Contract

Same As Current Contract

Please see attached.
includes all parts, Labor, Toner





KYOCERA

Continues to Shine



RECOGNIZED BY
KEYPOINT INTELLIGENCE
OUR A3 PRINTING SOLUTIONS
SET THE STANDARD FOR
**COPIER
EXCELLENCE**

LINE OF THE YEAR
MOST CONSISTENT COLOR



PREVIOUS AWARDS



KYOCERA Document Solutions America, Inc.
Most Reliable Color Copier MFP Brand



KYOCERA TASKalfa 3253ci
Outstanding 32-ppm Color Copier MFP



KYOCERA TASKalfa 4053ci
Outstanding 40-ppm Color Copier MFP



KYOCERA TASKalfa 6053ci
Outstanding 60-ppm Color Copier MFP

RECIPIENTS OF THE CONVERTED A3 LINE OF THE YEAR!

Our devices have been recognized for their excellent, long-lasting performance, which lets professionals focus on the tasks, regardless of where they work. Our broad portfolio helps professionals find the device that matches and exceeds their needs. Despite this, we aim high and continue to innovate new, intelligent technology, which reduces waste and saves money. That's why our MFPs have been named the BLI 2024 A3 Line of the Year by Keypoint Intelligence!



TASKalfa 5054ci

Color MFP

Includes Delivery and Installation. Lease Rates are available, contact your National Account Manager.

Model	Description	OMNIA Price
TASKalfa 5054ci	50/50 PPM A3 Color MFP	4,578.00
Accessories		
DP-7150	140 Sheet Reversing Automatic Document Processor	693.00
DP-7160	320 Sheet DSDP with Multi-Feed sensor	967.00
DP-7170	320 Sheet DSDP with Multi-Feed + staple detection	1,201.00
DF-7100	500 Sheet Internal Finisher	628.25
DF-7120	1,000 Sheet Finisher	693.06
DF-7140	4,000 Sheet Finisher (65 Sheet Staple)	1,219.00
DF-7150	4,000 Sheet Finisher (100 Sheet Staple)	2,164.00
AK-7110	Attachment Kit for DF-7120 / DF-7110	72.01
PF-7140	Dual 500 Sheet Paper Trays	628.00
PF-7150	Dual 1,500 Sheet Paper Trays - Letter	674.00
PF-7120	3,000 Sheet Side Large Capacity Tray - Letter	637.71
Stand	Copier Cabinet Stand	161.00
Stabilizer Kit	Stabilizer Feet for Copier Cabinet Stand	51.00
PH-7100	Hole Punch Unit for DF-7100	301.53
PH-7A	Hole Punch Unit for DF-7110/7120	301.53
BF-730	Booklet and Tri Folding Unit for DF-7110	675.06
BF-9100	Booklet & Tri Folding Unit for DF-7130	767.32
MT-730(B)	7 Bin Mailbox for DF-7110	450.04
JS-7100	Job Separator	92.26
JS-7110	Inner Shift Tray	184.00
IS-7100	Insert Unit (for the 60/70 ppm systems only)	1,893.00
ZF-7100	Z-Fold Unit (for the 60/70 ppm systems only)	5,020.00
AK-7120	Attachment Kit for the ZF-7100	89.00
Fax System 12	Fax Board	519.80
Internet FAX Kit (A)	Internet Fax Kit [requires Fax System 12]	150.00
Data Security Kit 10	Enhancement option that helps provide the encryption function for IPsec, one of the certification requirements for HCD-PP and FIPS 140-2 for communication	243.00
Banner Guide(A)	MPT Guide attachment to assist the feeding of banner paper	201.49
Scan Extension Kit(A)	Searchable PDF Kit	389.98
Keyboard Holder 10	Keyboard Tray Kit	73.45
UG-33	Upgrade Kit for Thin Print Support	90.99
UG-34	Optional Printer Emulation	363.98
IB-37	Wireless LAN/Interface (2.4GHz/5GHz multi-band)	109.00
HD-16	Large Capacity HDD (1TB)	991.00
IB-50	Gigabit EtherNet Board for Dual NIC	226.84
IB-51	Wireless LAN NIC (Does not work with NetGard)	306.13
DT-730(B)	Original Hard Copy Holder	20.25
NK-7130	Numeric Keypad	59.41
Platen Cover Type E	Platen Cover	52.65
Surge Protector-MX (15A)	15 Amp Surge Protector	97.49

Your Workplace Evolution, in Color

The Kyocera Evolution Series continues to grow with the addition of a new range of high-impact color A3 MFPs. These robust devices boast industry-leading technology and security, along with outstanding print and scan speeds, to ensure impeccable quality output every single time. Join the Evolution today and add a new dimension to your business.

**TASKalfa 5054ci****Up to 50 Pages per Minute****Fast Scanning Options****10.1" Color Touch Screen Panel****Kyocera Net Manager Ready**

BASIC SPECIFICATIONS

Configuration: Color MFP - Print/Scan/Copy/Optional Fax
Speed: Letter: 50 ppm, Legal: 30 ppm, Ledger: 25 ppm (print only)
Warm Up Time: 17 seconds or less (power on)
First Page Out:
 Copy: 3.7 seconds BW, 4.8 seconds Color
 Print: 4.3 seconds BW, 5.4 seconds Color
Display: 10.1" Color Touch Screen Control Panel
Memory/Hard Disk Drive: 4GB RAM/32GB SSD/320GB HDD Standard, 1TB HDD (option)
Duplex: Standard Stackless Duplex supports Statement (5.5" x 8.5") to Ledger (12" x 18"), 16 lb. Bond - 142 lb. Index (60 - 256gsm)
Standard Output Tray: Statement - 12" x 18"/500-sheets; up to 12" x 48" Banner (single sheet)
Electrical Requirements: 120V, 60Hz, 12A; 220-240V, 50/60Hz, 7.2A
Typical Electricity Consumption (TEC): 120V: .66 kWh/week; 220V: .63 kWh/week
Dimensions: 23.7" W x 26.1" D x 31.1" H
Weight: 209.4 lbs
Maximum Monthly Duty Cycle: 225,000 Pages per Month

PAPER SUPPLY

Paper Capacity: Standard 1,150-sheets; Maximum 7,150-sheets
Standard Paper Sources: Dual 500-sheet Trays, 150-sheet MPT, Auto Selection/Switching
Standard Paper Size:
 Tray 1 - 5.5" x 8.5" - 8.5" x 14" (statement to legal)
 Tray 2 - 5.5" x 8.5" - 12" x 18", Custom Size
 MPT: 5.5" x 8.5" - 12" x 18" (multiple); to 12" x 48" Banner (single)

Optional Paper Sources:

PF-7140 Dual 500-sheet Tray Option - 5.5" x 8.5" - 12" x 18"
PF-7150 Dual 1,500-sheet Tray Option - 8.5" x 11"
PF-7120 3,000-sheet Large Capacity Tray Option - 8.5" x 11"

Paper Weight:

Trays/MPT: 14 lb. Bond - 166 lb. Index (52 - 300gsm)
Input Materials: Standard/Optional Trays: Plain, Bond, Recycled, Preprinted, Vellum, Color, Pre-Punched, Thick, Thin, High Quality, Letterhead, Envelope, Custom; MPT: Plain, Bond, Recycled, Preprinted, Vellum, Color, Pre-Punched, Thick, Thin, High Quality, Transparency (OHP), Coated, Index Tab, Label, Letterhead, Envelope, Custom

SECURITY SPECIFICATIONS

Local Authentication, Network Authentication, Encryption Communication (IPsec, HTTPS, TLS 1.3, SMTP/POP/FTP over TLS, SNMPv3), TPM chipset (Trusted Platform Module), S/MIME, SCEP (auto certificate issuance/renewal), OCSP/CRL (certificate validation), Secure Boot (firmware authenticity verification), Run Time Integrity Check, Data Security Kit 10 enhances IPsec communication (support for FIPS 140-2), HDD and Memory Overwrite (7x) Mode and HDD Data Encryption (256 bit), Common Criteria (ISO/IEC-15408/EAL2), IEEE 2600.2

PRINT SPECIFICATION

Standard Controller: ARM Cortex-A53/1.6GHz
PDLs/Emulations: PRESCRIBE, PCL6 (PCL-XL/PCL-5e), KPDL3 (PS3), XPS, OPEN XPS, PDF; Optional (UG 34): IBM ProPrinter, Line Printer, LQ-850
Print Resolution: Up to 4800 x 1200 dpi
Fonts: KPDL3, PCL6, Bitmap
OS Compatibility: Windows: 8.1/10/Server 2012/Server 2012 R2/Server 2016/Server 2019; Mac OS X v10.0 or later; Chrome OS
Mobile Printing: Apple AirPrint®, Mopria®, KYOCERA Mobile Print, KYOCERA MyPanel
Interfaces: Standard: 1000 Base-T/100-Base-Tx/10BASE-T (IPv6, IPv4, IPsec), 802.3az ready, High-Speed USB 3.0, 4 USB 2.0 Host Interfaces, 2 Expansion Slots,

IEEE 802.11b/g/n Wireless LAN (supports up to 98.5 feet); Optional: IEEE 802.11a/b/g/n/ac (IB-37 for 2.4/5GHz), 10/100/1000BaseTX (IB-50 for Dual NIC); IEEE 802.11b/g/n (IB-51 for Wireless LAN Interface (supports up to 328.1 feet))
Network Print and Supported Protocols: HTTPS, FTPS, SNMP v1/v2c/v3, Raw Port (Port 9100) TCP/IP, IPv4, IPv6, DHCP LPR, DNS, WSD Scan/Print
Drivers: KX Driver, PCL Mini Driver, KPDL Mini Driver, Network Fax Driver, TWAIN Driver, WIA Driver, Status Monitor, Common Profile, Output to PDF, Security Watermark, Super Resolution, Color Optimizer, Removal Tool, Chrome Print Driver, Linux Driver, KX Driver with Distributed Printing, Windows Inbox Driver, SANE Driver
Utilities: KYOCERA Net Viewer, KYOCERA Net Device Manager, Quick Setup, KX PRESCRIBE Macro Generator, ID Register, Software Management Service, Upgrade Studio, Web Package Maker, Removal Tool, Wi-Fi Setup Tool, PDF Direct Print, Command Center RX; Kyocera Net Manager (option)

SCAN SPECIFICATION

Scan Type: Color and Black & White Scanner
Scan Resolution: 600/400/300/200 dpi, 200 x 100 dpi, 200 x 400 dpi
File Formats: TIFF, JPEG, XPS, OpenXPS, PDF/A-2.0 (MMR/JPX Compression/High Compression PDF); Option: Scan Extension Kit Text Searchable PDF; MS Office File
Connectivity/Supported Protocols: 10 BASE-T/100 BASE-TX/1000 BASE-T (IPv6, IPv4, IPsec) TCP/IP, Hi-Speed USB 3.0
Scanning Functions: Scan-to-Folder (SMBv3), Scan-to-Email, Scan-to-FTP over TLS, Scan-to-USB, WSD Scan, DSM/SANE Scan, TWAIN Scan, Specified Color Removal, Border Erase, Preview, PDF Digital Signatures
Original Size: Up to 11" x 17" (Glass)
Drivers: TWAIN/WIA/DSM-SANE Driver/WSD Scan

OPTIONAL DOCUMENT PROCESSORS²

Acceptable Originals: 5.5" x 8.5" - 11" x 17"

DP-7150: Reverse Auto Document Processor/140-sheets
 Speed: Simplex: 80 ipm; Duplex: 48 ipm (BW/Color)
 Weight: Simplex: 13 lb. Bond - 90 lb. Index (35 - 160gsm)
 Duplex: 16 lb. - 32 lb. Bond (50 - 120gsm)

DP-7160: Dual Scan Document Processor/320-sheets
 Speed: Simplex: 137 ipm; Duplex: 274 ipm (BW/Color)
 Weights: Simplex: 13 lb. Bond - 120 lb. Index (35 - 220gsm)
 Duplex: 16 lb. - 120 lb. Index (50 - 220gsm)

DP-7170 (with multi-feed and staple detection):

Dual Scan Document Processor/320-sheets
 Speed: Simplex: 137 ipm; Duplex: 274 ipm (BW/Color)
 Weights: Simplex: 13 lb. Bond - 120 lb. Index (35 - 220gsm)
 Duplex: 16 lb. - 120 lb. Index (50 - 220gsm)

COPY SPECIFICATIONS

Copy Resolution: 600 x 600 dpi
Image Mode: Text, Photo, Text/Photo, Graphic/Map
Continuous Copy: 1 - 9,999
Additional Features: Auto Magnification, Auto Paper Select, Combine Copy, Mirror Image, Rotate Copy, Border Erase, Split Copy, Margin Shift, Page Number, Form Overlay, Blank Page Skip, Specified Color Removal, Proof Copy, Preview, ID Card Copy
Job Management: 1,000 User Codes, Job Build, Shortcut Keys, Repeat Copy
Magnification/Zoom: Full Size, 4 Reduction, 4 Enlargement
 Preset Ratios, 25 - 400% in 1% Step Increments
Document Box: Custom/Job/USB Drive Box, Fax Box (w/option)

OPTIONAL FAX SPECIFICATIONS

Fax Type: Fax System 12 (option)
Type/Data Compression: G3 Fax/MMR, MR, MH, JBIG
Transmission Speed/Modem Speed: Less than 3 seconds/33.6 Kbps
Fax Memory: Standard 170 MB
Driver: Network Fax Driver
Fax Functions: Network Fax, Duplex Transmission and Reception, Encrypted Transmission and Reception, Polling Transmission and Reception, Broadcast, Fax Server Integration, Fax Dedicated Paper Feed Tray, Fax Forwarding to email or file

SOLUTIONS AND SERVICES**Remote Management**

Kyocera Fleet Services ready! A highly secure cloud-based monitoring solution that offers real-time visibility into your fleet. Optimize device uptime and be notified when to replenish supplies. Streamline billing with seamless 3rd party application integration, allowing you to focus solely on your business.

Printing Software

Cost Control & Security
 Cloud & Mobile
 Printer Management

Content Services

Scan & Connect
 Intelligent Process Automation
 Enterprise Content Management

IT Solutions

Technology Solutions
 Including solutions for Cloud and Data Centers
 Network Infrastructure
 Cybersecurity Solutions
 Collaboration Solutions

Consulting Services

Including IT Health Check
 CIO as a Service
 Healthcare Compliance
 Backup and Recovery Planning

Professional Services

Including Design and Architecture
 Project Implementation
 Project Management

Managed Services

Including Help Desk Services
 Retainer Services and On-site Support

Output & Finishing Options³

OPTIONAL 250 SHEET INNER SHIFT TRAY JS-7110

Stack Capacity: 250-sheets

Paper Size: 8.5" x 11" — 11" x 17"

Paper Weight: 14 lb. Bond — 166 lb. Index (52 — 300gsm)

OPTIONAL 500 SHEET INTERNAL FINISHER DF-7100₄

Stack/Staple Capacity: 500-sheets/50-sheets

Paper Size: 5.5" x 8.5" — 12" x 18"

Paper Weight: 14 lb. Bond — 166 lb. Index (52 — 300gsm)

Edge Staple Position: 3 Positions: Front: 1 Staple,

Edge: 1 Staple, Face: 2 Staples

Optional Punch: PH-7100 2/3 Hole Punch Unit,

supports 5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index

Dimensions: 19.4" W x 21" D x 6.9" H

OPTIONAL 1,000 SHEET FINISHER DF-7120₄

Stack/Staple Capacity: Main Tray: 1,000-sheets/50-sheets (up to 24 lb. Bond [90gsm])

Paper Size: 5.5" x 8.5" — 12" x 18"

Paper Weight: 14 lb. Bond — 166 lb. Index (52 — 300gsm)

Edge Staple Position: 3 Positions: Top Left, Bottom Left, Center Bind

Optional Punch: PH-7A 2/3 Hole Punch Unit,

supports 5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index

Dimensions: 21.6" W x 24.4" D x 41.3" H

OPTIONAL 4,000 SHEET FINISHER DF-7140₄

Stack/Staple Capacity: Main Tray (A): 4,000-sheets;

Sub Tray (B): 200-sheets/65-sheets (up to 24 lb. Bond [90gsm])

Paper Size: 5.5" x 8.5" — 12" x 18"

Paper Weight: 14 lb. Bond — 166 lb. Index (52 — 300gsm)

Edge Staple Position: 3 Positions: Top Left, Bottom Left, Center Bind

Optional Punch: PH-7A 2/3 Hole Punch Unit, supports

5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index

Dimensions: 29" W x 26" D x 42" H

Optional Booklet Folder/Trifold Unit BF-730: (DF-7140)

Booklet Folder: supports 8.5" x 11", 8.5" x 14", 11" x 17"

Fold Booklet (staple): 16 lb. — 24 lb. Bond (60 — 90gsm)

20-sheets; 25 lb. — 28 lb. Bond (91 — 105gsm) 13-sheets;

Higher than 28 lb. Bond (Higher than 105 gsm) 1-sheet

Fold Booklet (no staple): 16 lb. — 24 lb. Bond (60 — 90gsm)

5-sheets; 25 lb. Bond — 72 lb. Index (91 — 120gsm) 3-sheets;

32 lb. Bond — 110 lb. Cover (121 — 256gsm) 1-sheet

Trifold: supports 8.5" x 11" only: 16 lb. — 24 lb. Bond

(60 — 90gsm) 5-sheets; 25 lb. Bond — 72 lb. Index

(91 — 120gsm) 3-sheets

Optional Multi-Bin Mailbox MT-730(B): (DF-7140)

7 Trays; supports: 16 lb. Bond — 90 lb. Index (60 — 163gsm);

Stack Capacity per bin: 100-sheets: 5.5" x 8.5", 8.5" x 11";

50-sheets: 8.5" x 14", 11" x 17"

OPTIONAL 4,000 SHEET FINISHER DF-7150₄

Stack/Staple Capacity: Main Tray (A): 4,000-sheets;

Sub Tray (B): 200-sheets/100-sheets (up to 20 lb. Bond [80gsm])

Paper Size: 5.5" x 8.5" — 12" x 18"

Paper Weight: 14 lb. Bond — 166 lb. Index (52 — 300gsm)

Edge Staple Position: 3 Positions: Top Left, Bottom Left, Center Bind

Optional Punch: PH-7A 2/3 Hole Punch Unit,

Supports 5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index

Dimensions: 29" W x 26" D x 42" H

Optional Booklet Folder/Trifold Unit BF-9100: (DF-7150)

Booklet Folder: supports 8.5" x 11", 8.5" x 14", 11" x 17"

Fold Booklet (staple): 14 lb. — 24 lb. Bond (52 — 90gsm)

20-sheets; 25 lb. — 28 lb. Bond (91 — 105gsm) 13-sheets;

Higher than 28 lb. Bond (Higher than 105 gsm) 1-sheet

Fold Booklet (no staple): 14 lb. — 24 lb. Bond (52 — 90gsm)

5-sheets; 24 lb. Bond — 28 lb. Index (91 — 105gsm) 3-sheets;

28 lb. Bond — 140 lb. Index (106 — 256gsm) 1-sheet

Trifold: supports 8.5" x 11" only: 14 lb. — 24 lb. Bond

(52 — 90gsm) 5-sheets; 25 lb. Bond — 28 lb.

Index (91 — 105gsm) 3-sheets

ADDITIONAL OPTIONS

AK-7110 Bridge Unit Attachment Kit, JS-7100 Job Separator, HD-16 Large Capacity HDD (1TB), Banner Guide 10, Internet Fax Kit (A), Card Authentication Kit (B), Data Security Kit 10, Dual NIC (IB-50), Extended Range Wireless LAN NIC (IB-51), Thin Print option (UG-33), Printer Emulation option (UG-34), DT-730(B) Document Tray, Scan Extension Kit (A) for Text Searchable PDF; MS Office File, Keyboard Holder 10, Numeric Keypad (NK-7130), Cabinet Stand, EFI Printing System 17 - Fiery Controller

¹ Requires PF-7140

² Only 1 Document Processor can be installed

³ Only 1 Output Option can be installed

⁴ Requires Bridge Unit Attachment Kit (AK-7110)

Specifications and design are subject to change without notice. For the latest on connectivity visit kyoceradocumentsolutions.us. TASKalfa, PRESCRIBE, Kyocera Net Manager, Kyocera Net Viewer, Kyocera Device Manager, PDF Direct Print, Command Center RX, and KX Driver are trademarks of The Kyocera Companies. Mac OS and AirPrint are trademarks of Apple, Inc. Mopria is a trademark of Mopria Alliance, Inc. Windows is a trademark of Microsoft, Inc. All other trademarks are the property of their respective owners.



Kyocera Document Solutions Partner

KYOCERA Document Solutions America
225 Sand Road, PO Box 40008
Fairfield, New Jersey 07004-0008, USA
Tel: 973-808-8444



kyoceradocumentsolutions.us

Kyocera Document Solutions does not warrant that any specifications mentioned will be error-free. Specifications are subject to change without notice. Information is correct at time of going to press. All other brand and product names may be registered trademarks or trademarks of their respective holders and are hereby acknowledged.
©2021 KYOCERA Document Solutions America, Inc.



Document Solutions

7004i / 7054ci Series

This certifies that
Neil ReBell



has successfully completed Kyocera Document Solutions America, Inc.

***7004i/ 7054ci Series** course, covering models*

7004i / 6004i / 5004i / 4004i
7054ci / 6054ci / 5054ci / 4054ci

Instructor: Ken Uhler
Class No. VT369

Frank J. Zupa
Vice President of Customer
Operations



Document Solutions

7004i / 7054ci Series

This certifies that

Seanne McElrath



has successfully completed Kyocera Document Solutions America, Inc.

***7004i/ 7054ci Series** course, covering models*

7004i / 6004i / 5004i / 4004i

7054ci / 6054ci / 5054ci / 4054ci

Instructor: Ken Uhler
Class No. VT369

Frank J. Zupa
Vice President of Customer
Operations



720 Main Street ~ Susanville, CA 96130
(530) 257-4330 ~ Fax (530) 257-7994
Email: sales@forestoffice.com

Maintenance Agreement

CUSTOMER NAME _____

BILLING ADDRESS _____

1. **PRODUCTS.** The term “Products” shall refer collectively to the Equipment (including Options and Accessories), Software and Supplies ordered under this Agreement. You represent that the Products will not be used primarily for personal, household or family purposes.
2. **INSTALLATION DATE.** The “Installation Date” which governs *when* certain terms and conditions become effective, is defined as follows: For Equipment installed by Forest Office Equipment, the Installation Date will be the date Forest Office Equipment determines the Equipment to be operating satisfactorily as demonstrated by successful completion of diagnostic routines, or upon your written request relative to purchased Equipment or Leased Equipment, the delivery date of such Equipment.
3. **PAYMENT.** Invoices are payable upon receipt. You shall pay Forest Office Equipment all applicable state and local taxes. These taxes include, but are not limited to, sales and use, rental, excise, gross receipts and occupational or privileged taxes. Exemption from tax payment will be allowed upon presentation of applicable state and/or local proof of exemption.
4. **BASIC SERVICES.** This Section describes the basic services provided by Forest Office Equipment for Purchased Equipment covered under an express warranty and for Rental Equipment and Leased Equipment (“Basic Services”).
 - A. **REPAIRS AND PARTS.** Forest Office Equipment will make all necessary adjustments and repairs to keep the Equipment in good working order. Parts required for repair may be recovered or reprocessed, and replaced parts will become the property of Forest Office Equipment at its option. Any developer used in the Equipment may be installed and removed only by Forest Office Equipment and, upon removal, will become Forest Office Equipment property.
 - B. **HOURS EXCLUSIONS AND RELEASES.** Basic Services will be provided during Forest Office Equipment’s established service availability hours (M-F, 9-5), and only within areas opened for repair service within the United States and its territories and possessions. Excluded from Basic Services are repairs ~ caused other than by normal wear and tear or by defects in material or workmanship.
 - C. **INSTALLATION SITE AND ACCESS.** The Equipment installation site must at all times conform to Kyoceras published space, electrical, and environmental requirements. You will provide, at no charge to Forest Office Equipment, access to the Equipment and to a telephone, and adequate storage space for a reasonable quantity of replacement parts.

D. ALTERATIONS AND SAFETY. If you make an alteration, attach a device, or utilize a, supply item that in Forest Office Equipments judgment, increases the cost of Basic Services, Forest Office Equipment will either propose an additional service charge, or request that the Equipment be returned to its standard configuration or that use of the supply item be discontinued. You must either accept the proposal or comply with the request within 5 days. If Forest Office Equipment believes that an alteration, attachment or supply item affects the safety of Forest Office Equipment personnel or Equipment users, Forest Office Equipment will notify you of the problem and may withhold Basic Services until the problem is remedied.

E. REMEDY (LEASED EQUIPMENT) If Forest Office Equipment is unable to maintain Equipment in good working order under the conditions described above, Forest Office Equipment will, as your exclusive remedy, replace the Equipment with either an identical product or another product that provides equal or greater capabilities at the Option of Forest Office Equipment. If you originally purchased the Equipment, the replacement product will become your property, and the original purchased Equipment Forest Office Equipment's property, free and clear of all non-Forest Office Equipment liens, security interests or encumbrances.

F. REMEDY (CUSTOMER OWNED EQUIPMENT) If customer decides to permanently take machine out of service, notification of thirty days must be given to Forest office Equipment to come get all consumables, drum, fuser, toner, developer, ect. If machine can't be repaired then the contract is terminated.

G. METER READINGS. If applicable, you will provide accurate and timely meter readings at the end of each applicable billing period in the manner prescribed by Forest Office Equipment. Forest Office Equipment shall have access to the Equipment to monitor the meter readings. If meter readings are not received in a timely manner, Forest Office Equipment may obtain them by other means or may estimate them.

H. BREACH AND ATTORNEYS FEES. If either party fails to cure a material breach within 10 days following a written notice of breach by the other party, the other party may upon written notice either (a) terminate this Agreement or (b) suspend its performance under this Agreement. In any action to enforce this Agreement, the prevailing party shall be entitled to recover its costs and expenses, including reasonable attorney's fees.

 **KYOCERA** Model Number: _____ Serial No. _____ ID# _____
Document Solutions

Start Count Color : _____ Start Count Black: _____

Agreement Start Date Date: _____ **Agreement End Date:** _____

After Agreement End Date, Contract renews as a month to month agreement

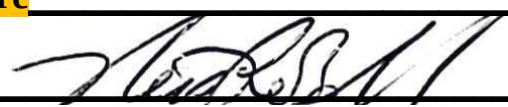
B&W Monthly Base Payment \$ _____ **Includes** _____ **Copies**

B&W Overage Charge Per Month Over _____ **= \$** _____ **Per Print**

Color Monthly Base Payment \$ _____ **Includes** _____ **Copies**

Color Overage Charge Per Month Over _____ **= \$** _____ **Per Print**

Customer Signature _____ **Date** _____

FOE Accepted by  _____ **Date** _____



LEASE AGREEMENT

1720A Crete Street, Moberly, MO 65270
Phone: 800-662-3759, Fax: 800-426-2626

LESSEE LEGAL NAME: City Of Susanville Public Works		Telephone No: 5302571041		
Billing Address: 66 N. Lassen Street, Susanville, CA 96130		Equipment Location (if other than Billing Address): 606 Nevada Street, Susanville, CA 96130		
EQUIPMENT DESCRIPTION: (indicate quantity, new or used and include make, model, serial # and all attachments – see below and/or attached Schedule A)				
Unit Quantity	Description of Equipment Leased	Make and Type	Model Number	Serial Number
1	OMNIA Pricing # R191102	Kyocera Color MFP	5054ci	
BASE TERM IN MONTHS 63	TOTAL NUMBER OF LEASE PAYMENTS 63 @ \$240.00 (plus taxes)	END OF LEASE PURCHASE OPTION ☒ Fair market value, plus taxes ☐ 10% of Equipment cost, plus taxes ☐ \$1.00, plus taxes (FMV unless another option is selected. You may not exercise a purchase option if you are in default. If you exercise a purchase option we will convey all of our right, title and interest in such Equipment to you on an AS-IS WHERE IS without warranty.)		(a) Advance Payment: \$0.00 (b) Security Deposit: \$0.00 (c) Documentation Fee: \$95.00 Total due a + b + c =: \$95.00
**If more than one lease payment is required as an Advance Payment, the balance will be applied to lease payments in inverse order, starting with the last lease payment. Your obligation to pay all amounts and perform all other obligations is non-cancellable, absolute, unconditional and not subject to abatement, set-off or defense.				

In this agreement ("Lease"), "we," "our," and "us" refers to **LEAF Capital Funding, LLC** as Lessor and "you" and "your" refer to the Lessee. You agree to lease the Equipment upon the following terms and conditions:

1. LEASE PAYMENTS AND TERM: The Lease is enforceable on you upon your execution. The term of the Lease shall commence on the date the Equipment is delivered to you ("Lease Commencement Date"). The first Lease Payment shall be due on the date we specify in the month following the Lease Commencement Date as set forth in our invoice, and the remaining Lease Payments will be due on the same day of each subsequent month (each, a "Payment Date") until paid in full. The Base Term shall commence on the date one month prior to the first Payment Date. We may charge you a portion of one Lease Payment for the period from the Lease Commencement Date until the first day of the Base Term ("Interim Rent"). The Interim Rent shall be due as invoiced. We may adjust the Lease Payments up to 15% if the actual costs are different than the estimate used to calculate the Lease Payments. **On an annual basis, the Monthly Payment may be increased by a maximum of 15% of the amount previously then in effect.**

2. DELIVERY, ACCEPTANCE, USE AND REPAIR: You are responsible for Equipment delivery and installation. You unconditionally accept the Equipment upon the earlier of (a) your oral or written acceptance of the Equipment, or (b) 10 days after delivery of the Equipment. You authorize us to fill in the Lease Commencement Date, serial numbers and other information. **You will not move the Equipment from the above location without our written consent and are responsible for maintaining the Equipment in good repair.** We are not responsible for Equipment or vendor failures.

3. INDEMNIFICATION: You agree to indemnify, defend and hold us harmless from and against any losses, damages, penalties, claims and suits, including attorneys' fees and expenses related to the ordering, manufacture, installation, ownership, condition, use, lease, possession, delivery or return of Equipment.

4. LEASE EXPIRATION, RENEWAL: Unless you notify us at least 90 days prior to the expiration of the Lease of your election to return or purchase the Equipment, this Lease will renew on a month-to-month basis at the same monthly Lease Payment until you either exercise the purchase option or provide us with at least 90 days notice and return the Equipment. If you return the Equipment, (i) it must be to the location we designate and you are responsible for all return costs and we may charge a Restocking Fee equal to one Lease Payment, and (ii) you must securely remove all data from any and all disk drives or magnetic media prior to returning the Equipment (and you are solely responsible for selecting an appropriate removal standard that meets your business needs and complies with applicable laws). You will pay us for any loss in value resulting from failure to maintain the Equipment in accordance with this Lease or for damages incurred in shipping and handling. If you exercise a purchase option we will convey all of our interest in such Equipment to you on an AS-IS WHERE IS basis without representation or warranty.

5. LATE FEES AND CHARGES: If any amount is not paid within three (3) days of when due, you agree to pay us a late charge equal to the lesser of 10% of the amount past due or the maximum legal amount. Amounts which are not paid within 30 days of when due shall accrue interest at 1.5% per month (or if less, the maximum legal rate) until paid. You agree to pay \$25 for each pay by phone and \$35 for each returned payment.

6. NO WARRANTY: We do not manufacture the Equipment and you have selected the Equipment and the supplier. **WE MAKE NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING THOSE OF MERCHANTABILITY OR FITNESS FOR A PURPOSE AND ARE NOT RESPONSIBLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES.**

7. INSURANCE, RISK OF LOSS: You bear all risk of loss or damage to the Equipment from its order until it is returned in the required condition or purchased by you ("Risk Period"). During the Risk Period you will maintain property and liability insurance on the Equipment acceptable to us, naming us loss payee and additional insured. If you do not provide us with proof of such insurance, we may secure insurance on the Equipment to cover our interests (and only our interests). If we obtain such insurance, you will pay us an additional amount for the cost of it and an administrative fee, the cost of which may be more than the cost to obtain your own insurance and on which we may make a profit.

8. OWNERSHIP AND TAXES: We own the Equipment (excluding licensed software). If you are deemed to own it, you grant us a security interest in the Equipment. You authorize us to file UCC financing statements to confirm our interest. You will pay, when due, all taxes, fines and penalties relating to the purchase, use, leasing and/or ownership of the Equipment. If we pay any taxes, (including property tax), fees or penalties on your behalf, you will pay us the amount we paid plus an administrative fee. You agree to pay us the documentation fee specified above or if not so specified, the greater of either \$125 or 0.5% of the Equipment cost. If we require an Equipment site inspection, or you request administrative services, you agree to reimburse our costs.

9. DEFAULT: If you or any guarantor do not pay us any amount within ten (10) days of its due date, or breach any terms of this Lease, any guaranty or any license relating to the Equipment, you will be in default. If you default, we may require you to do any combination of the following: (a) immediately pay all amounts then due, plus the present value of the remaining Lease Payments, Interim Rent and residual value of the Equipment, as determined by us, discounted at an annual rate of 3%; (b) return all of the Equipment; (c) allow us to repossess the Equipment; or (d) use any and all remedies available to us under applicable law. If you default, you agree to pay the cost of repossession and our attorney's fees and costs. In addition to all other charges and as reimbursement for expenses incurred and not as a penalty, we may require you to reimburse us for the phone calls, letters, and any additional expense incurred in the collection or servicing of this Lease for you. If we take possession of the Equipment, we may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after we have deducted all costs related to the sale or disposition of the Equipment) to the amounts that you owe us. You agree that if notice of sale is required by law, 10 days' notice shall constitute reasonable notice. You remain responsible for any amounts that are due after we have applied such net proceeds. We may apply any security deposits to your obligations and if you do not default, the balance will be refunded without interest.

10. ASSIGNMENT: You have no right to sell or assign the Equipment or Lease. We may sell or assign our rights in the Lease and/or Equipment and the new owner will have all our rights but will not be subject to any claim or defense you have against us.

11. ARTICLE 2A: You agree this Lease is a "finance lease" as defined in Article 2A of the Uniform Commercial Code. **You waive all rights and remedies conferred upon a lessee by Article 2A (508-522) of the UCC.** You have received a copy of the Supply Contract or been informed of the identity of the Supplier and you may have rights under the Supply Contract and may contact the Supplier for a description of those rights.

12. CREDIT INFORMATION: You authorize us or any of our affiliates to obtain credit bureau reports, and make other credit inquiries that we deem necessary.

13. CHOICE OF LAW: THIS LEASE WILL BE GOVERNED BY PENNSYLVANIA LAW. YOU CONSENT TO JURISDICTION IN THE STATE OR FEDERAL COURTS IN PENNSYLVANIA AND WAIVE ANY RIGHT TO A TRIAL BY JURY.

14. MISCELLANEOUS: This Lease is the parties' entire agreement and can be amended only in writing signed by both parties. This Lease may be executed in counterparts (manually or by electronic means) and, when transmitted to us shall be binding upon you for all purposes. This Lease is not binding on us until we sign it. You agree not to raise as a defense to the enforcement of this Lease that it was executed or transmitted to us by electronic means. You will use the Equipment only for business purposes and not for personal, family or household use. The USA PATRIOT Act requires us to obtain, verify, and record information that identifies you thus we ask for your name, address and other information or documents that substantiate your identity.

ACCEPTED BY LESSEE: City Of Susanville Public Works		Print Name:	Title:
X	Lessee Authorized Signature	E-Mail Address:	Date:
		Tax ID Number: 946000439	
PERSONAL GUARANTY: Undersigned guarantees that Lessee will make all payments and perform all other obligations under the Lease when due. Undersigned agrees that this is a guaranty of payment and not of collection, and that we can proceed directly against undersigned without first proceeding against Lessee or the Equipment. Undersigned also waives all suretyship defenses and notification if the Lessee is in default and consents to any extensions or modifications granted to Lessee. Undersigned will pay us all expenses (including attorneys' fees) we incur in enforcing our rights against undersigned or Lessee. If more than one person signs this guaranty, each agrees that his/her liability is joint and several. Undersigned authorizes us and our affiliates to obtain credit bureau reports and make inquiries regarding undersigned's personal credit. You consent to jurisdiction in the State or Federal courts in Pennsylvania and expressly waive any right to a trial by jury.			
SIGNED X		Print Name:	E-Mail Address:
Accepted by: LEAF Capital Funding, LLC By:		Title:	Date:



State and Local Government Addendum

Reference: **Application No. 935336**

This State and Local Government Addendum (this "Addendum") is made part of the Agreement related to the above referenced application number ("Agreement") between **LEAF Capital Funding, LLC** ("we" "us" and "ours") and City Of Susanville Public Works ("you" and "your"). Capitalized terms used but not defined will have the meaning given to them in the Agreement. If there is any conflict between the terms of this Addendum and the terms of the Agreement, the terms of this Addendum will control and prevail. The parties hereby agree as follows:

1. Funding Intent. You reasonably believe that funds can be obtained sufficient to make all Payments set forth in the Agreement and any other amounts owed during the term of the Agreement. You agree that your chief executive or administrative officer (or your administrative office that has the responsibility of preparing the budget submitted to your governing body, as applicable) will provide for funding for such payments in your annual budget request submitted to your governing body. You covenant that you will do all things lawfully within your power to obtain, maintain and properly request and pursue funds from which the Payments may be made, including making provisions for such payments to the extent necessary in each budget submitted for the purpose of obtaining funding, using your best efforts to have such portion of the budget approved and exhausting all available administrative reviews and appeals in the event such portion of the budget is not approved. If your governing body chooses not to appropriate funds for such payments, you agree that your governing body will evidence such nonappropriation by omitting funds for such payments due during the applicable fiscal period from the budget that it adopts. You and we agree that your obligation to make payments under the Agreement will be your current expense and will not be interpreted to be a debt in violation of applicable law or constitutional limitations or requirements. Nothing contained in the Agreement will be interpreted as a pledge of your general tax revenues, funds or moneys.

2. Nonappropriation of Funds. If (a) sufficient funds are not appropriated and budgeted by your governing body in any fiscal period for Payments set forth in the Agreement or any other amounts owed to us and (b) you have exhausted all funds legally available for such payments due under the Agreement (together, a "Non-Appropriation Event"), then you will give us not less than ninety (90) days written notice (a "Termination Notice") and the Agreement will terminate as of the last day of your fiscal period for which funds for such payments are available ("Termination Date"). Such termination is without any expense or penalty, except for the portions of such payments and those expenses associated with your return of the Equipment in accordance with the Agreement for which funds have been budgeted or appropriated or are otherwise legally available. You agree that, to the extent permitted by law, you will not terminate the Agreement if any funds are appropriated by you or to you for the acquisition or use of equipment or services performing functions similar to the Equipment during your fiscal period in which such termination would occur. You shall (i) on or before the Termination Date, return the Equipment in accordance with the return requirements set forth in the Agreement, (ii) provide in the Termination Notice a certification of a responsible official that a Non-Appropriation Event has occurred, (iii) deliver to us, upon our request, an opinion of your counsel (addressed to us) verifying that the Non-Appropriation Event as set forth in the Termination Notice has occurred, and (iv) pay us all sums payable to us under the Agreement up to and including the Termination Date. You acknowledge and agree that, in the event of the termination of the Agreement and the return of the Equipment as provided for herein, you shall have no interest whatsoever in the Equipment or proceeds thereof and we shall be entitled to retain for our own account the proceeds resulting from any disposition or releasing of the Equipment along with any advance rentals, security deposits or other sums previously paid by you pursuant to the terms of the Agreement.

3. Authority and Authorization. You represent and agree that: (a) you are a state or a political subdivision or agency of a state; (b) the entering into and performance of the Agreement is authorized under your state laws and Constitution and does not violate or contradict any judgment, law, order, or regulation, or cause any default under any agreement to which you are party; (c) you have complied with all bidding requirements and, where necessary, have properly presented the Agreement for approval and adoption as a valid obligation on your part; and (d) you have sufficient appropriated funds or other moneys available to pay all amounts due under the Agreement for your current fiscal period. Upon our request, you agree to provide us with an opinion of counsel as to clauses (a) through (d) above, an incumbency certificate, and other documents that we request, with all such documents being in a form satisfactory to us.

4. Government Use. You agree that (a) you will comply with all information reporting requirements of the Internal Revenue Code of 1986, as amended, including but not limited to the execution and delivery to us of information statements requested by us, and (b) the use of the Equipment is essential for your proper, efficient and economic operation, you will be the only entity to use the Equipment during the term of the Agreement and you will use the Equipment only for your governmental purposes. Upon our request you will provide us with an essential use letter in a form satisfactory to us as to clause (b) above.

5. Insurance. You agree to provide and maintain at your own expense (a) property insurance against the loss, theft, destruction of, or damage to, the Equipment for its full replacement value, naming us as loss payee, and (b) public liability and third party property insurance, naming us as an additional insured. You will give us certificates or other evidence of such insurance on the Equipment at such times as we request. All insurance obtained from a third party insurer will be in a form, amount and with companies acceptable to us, and will provide that we will be given 30 days' advance notice of any cancellation or material change of such insurance. If you do not provide us with proof of such insurance, we may secure insurance on the Equipment to cover our interests (and only our interests). If we obtain such insurance, you will pay us an additional amount for the cost of such insurance and an administrative fee, the cost of which may be more than the cost to obtain your own insurance and on which we may make a profit.

6. Indemnification. With respect to any claims, actions, or suits that are made against us as a result of your actions, omissions, negligence or willful misconduct ("Claims"), to the extent permitted by law, you agree to reimburse us for, and if we request, defend us against, any such Claims.

7. Choice of Law. Regardless of any conflicting provision in the Agreement, **THE AGREEMENT WILL BE GOVERNED BY THE LAWS OF THE STATE IN WHICH YOU ARE LOCATED.**

8. This Addendum supplements and amends the Agreement only to the extent and in the manner set forth, and in all other respects, the Agreement will remain in full force and effect.

IN WITNESS WHEREOF the parties hereto, by their authorized signatories, have executed this Addendum at the date set forth below their respective signatures.

CUSTOMER: City Of Susanville Public Works	LEAF CAPITAL FUNDING, LLC
By: _____	By: _____
Print _____	Print _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By:	Tamra Spade, Economic Development
Action Date:	August 7, 2024
SUBJECT:	Consider Resolution No. 24-6342 , Authorizing Mayor to sign Agreement between the City of Susanville (City) and Placer Labs, Inc., for data analytic software annual subscription.
PRESENTED BY:	Tamra Spade, Economic Development Director
SUMMARY:	Placer Labs, Inc., software subscription will track, analyze and provide insights into Susanville's Economic Development trends. This data will help assess the economic impact on Susanville's sales tax revenue and optimize advertising strategies by targeting the right channels and locations. Additionally, monitoring traffic patterns, will aid in planning infrastructure improvements and enhancing visitor's experiences. Placer Labs, Inc., will be instrumental in driving economic growth and making strategic business decisions. This will be a collaboration between the City of Susanville and Susanville Indian Rancheria for a one-year subscription for \$16,000 split between the organizations each paying \$8,000.
FISCAL IMPACT:	\$8,000 from General Fund (Economic Development Professional Services)
ACTION REQUESTED:	Motion to approve Resolution No. 24-6342, Authorizing Mayor to execute Agreement between the City of Susanville (City) and Placer Labs, Inc., for the data analytic software annual subscription.
ATTACHMENTS:	
	24-6342.pdf
	Order Form - City of Susanville - 07.17.2024.docx

RESOLUTION NO. 24-6342
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH PLACER LABS, INC.
FOR THE DATA ANALYTIC SOFTWARE ANNUAL SUBSCRIPTION

WHEREAS, the city of Susanville Economic Development Trends and Marketing Campaign relies on data analytics to help strengthen and attract businesses, and opportunities for growth; and

WHEREAS, Placer Labs, Inc., serves private and public organizations nationwide providing data analytic services and training; and

WHEREAS, the Susanville Indian Rancheria has agreed to split the total cost of \$16,000 with the city by contributing fifty percent (50%), or \$8,000, for the program; and

WHEREAS, the City Council of the city of Susanville has received, reviewed, and approved the proposed agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville hereby authorizes the Mayor to execute the Agreement with Placer Labs, Inc. for data analytic software annual subscription.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of August 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



PLACER LABS, INC.

ORDER FORM

City of Susanville Address:	("Customer") 66 N. Lassen St Susanville, CA 96130	Placer Labs, Inc. Address:	("Placer") 440 N Barranca Ave., #1277 Covina, CA 91723
Contact Person:	Tamra Spade	Contact Person	Tyler Goldman
Email:	tspade@cityofsusanville.org	Billing Contact Person:	Jason Tsui
Phone:	530-252-5100	Billing Email*:	billing@placer.ai
Billing Contact Email:	tspade@cityofsusanville.org	Billing Phone*:	415-228-2444 ext 806

*Not for use for official notices.

1. Services.

The services provided under this Order Form (the "**Services**") include:

- Access, via Placer Venue Analytics Platform ("**Placer's Platform**"), to all major venues within the United States
- Customer may not provide access to any third party agents acting on its behalf (including any consultants, contractors, or other agents of Customer) without prior written consent from Placer. Any such approved access may be subject to an additional fee pursuant to a written amendment to this Order Form
- Access, via Placer's Platform, to reports, including Visits, Trade Areas, Customer Journey, Customer Insights, Dwell Times, and Visitation by Hour/Day
- Actionable insights include:
 - o Foot traffic counts and dwell time
 - o True Trade Areas displaying frequent-visitors-density by home and work locations
 - o Customers' demographics, interests, and time spent at relevant locations
 - o Where customers are coming from and going to, and the routes they take
 - o Benchmarking of Foot Traffic, Market Share, Audiences, and other key metrics
 - o Competitive insights
 - o Void Analysis Reports
- Access to Xtra reports per ad hoc needs; in Excel, KML, Tableau, and other formats: Quarterly Maximum of 26 credits; Annual Maximum of 104 credits
- Premier Customer Support
 - o Regular meetings with Placer's Customer Success Team
 - o Live, Virtual Training support as reasonably needed
- Access to STI Demographics Bundle + Mosaic Data Set, and AGS CrimeRisk. The applicable Advanced Demographics and Psychographics are generated using the Input Datasets from the data vendors as set forth below:

Description	Input Datasets Used
STI Demographics Bundle	PopStats
	Spending Patterns
	Workplace
	Market Outlook
Experian Mosaic	Mosaic Segmentation
AGS CrimeRisk	CrimeRisk

- Access to additional data sets mentioned hereunder, via Placer’s Marketplace initiative. The applicable data sets are generated using the Input Datasets from the data vendors as set forth below (such data vendors, the “**Marketplace Vendors**”):

Description	Input Datasets Used
Additional Data Set	AGS - Business Counts

- The foregoing are referred to as “Marketplace Services.” Marketplace Services and Marketplace Data are governed by, and Customer and Placer agree to, the Marketplace License Agreement located at <https://www.placer.ai/placer-marketplace-license-agreement/> (the “Marketplace Agreement”). Capitalized terms in this section have the meaning set forth in the Marketplace Agreement.

2. Permitted Uses

The data, information and materials accessible via the Services are referred to as “**Placer Data**”. Customer may use Placer Data solely for the following purposes (“**Permitted Uses**”): (a) Customer may use Placer Data for Customer’s internal business purposes; and (b) Customer may incorporate Placer Data into Research Data, as described and subject to the restrictions below.

“**Research Data**” means datasets and other materials created by Customer that result in any part from Customer’s use of Placer Data. The Customer may share Research Data with current and potential customers, and in marketing materials; provided that the Customer shall cite Placer as a provider of such information (for such purpose only, Placer grants Customer the rights to use the Placer.ai name and logo, provided that any such use of the Placer.ai name and logo must clearly indicate that Placer is the provider of data only, and is not involved in any analysis, conclusion, recommendation). Customer shall not, directly or indirectly, resell, distribute, sublicense, display or otherwise provide Placer Data to any third parties, except that Customer may display Placer Data as part of Research Data.

3. Term and Termination.

Initial Term: The initial term of this Order Form will begin as of the last signature date set forth below, and will continue for 12 consecutive months thereafter (the “**Initial Term**”). Each renewal or additional term, if any, is referred to as “**Additional Term**,” and the Initial Term and any Additional Terms are referred to collectively as the “**Term**.”

Additional Term: This Order Form shall continue on the same terms and conditions set forth herein for additional periods of the same duration as the Initial Term, if mutually agreed in writing by both parties.

Termination: Either party may terminate this Order Form upon thirty (30) days’ notice if the other party materially breaches any of the terms or conditions of this Order Form or the Agreement (as defined below), and the breach remains uncured during such thirty (30) days. In addition, Placer may immediately suspend Customer’s access to the Services, or terminate the Order Form, in the event of non-payment by the Customer or breach by Customer of any restrictions regarding usage of the Services.

4. Fees.

\$16,000/year invoiced: in full upon signing this Order Form.

Invoice sent electronically to Customer’s billing contact email via NetSuite.

Customer shall pay the fees set forth above in this Order Form. Customer agrees that if any event occurs that will result in a material increase in Customer's usage of the Services (whether due to a merger or acquisition or otherwise), Customer will notify Placer in writing no later than thirty (30) days following the date of such event and Placer reserves the right to increase the Customer's Annual Fee accordingly. If such event consists of Customer's merger with or acquisition of another customer of Placer, the Annual Fee increase shall be in an amount no less than the pro-rated annual fee of such other customer.

Unpaid amounts are subject to a finance charge of 1.5% per month on any outstanding balance, or the maximum permitted by law, whichever is lower, plus all expenses of collection.

Customer is responsible for all applicable taxes arising directly from the Services other than U.S. taxes based on Placer's net income.

If Customer believes that Placer has billed Customer incorrectly, Customer must contact Placer no later than sixty (60) days after the closing date on the first billing statement in which the error or problem appeared in order to receive an adjustment or credit. Inquiries should be directed to Placer's customer support department at support@placer.ai.

Placer may increase the Fees any time following the Initial Term (but not more frequently than once in any twelve (12) month period). The amount of such annual increase will equal the greater of CPI or five percent (5%) per annum.

In the event of any termination, Customer will pay in full for the Services.

All billing will be sent via electronic invoice to the Customer contact indicated above. Customer shall pay all fees within thirty (30) days of the invoice date.

5. Support.

Placer will use commercially reasonable efforts to provide customer service and technical support in connection with the Services on weekdays during the hours of 9:00 A.M. through 5:00 P.M. Pacific Time, with the exclusion of federal holidays. For any such support, please contact us at support@placer.ai.

6. Mutual NDA.

Each party (the "**Receiving Party**") understands that the other party (the "**Disclosing Party**") has disclosed or may disclose business, technical or financial information relating to the Disclosing Party's business (hereinafter referred to as "**Proprietary Information**" of the Disclosing Party). Proprietary Information of Placer includes, without limitation, non-public information regarding features, functionalities and performance of, and pricing for, the Services. The Receiving Party agrees: (i) to take reasonable precautions to protect such Proprietary Information, and (ii) not to use (except in performance of the Services or as otherwise permitted by the Agreement) or disclose to any third party any Proprietary Information. The foregoing shall not apply with respect to any information that the Receiving Party can document (a) is or becomes generally available to the public, (b) was in the possession of or known to the Receiving Party, prior to disclosure thereof by the Disclosing Party, without any restrictions or confidentiality obligations, (c) was rightfully disclosed to it, without any restrictions or confidentiality obligations, by a third party, (d) was independently developed without use of any Proprietary Information of the Disclosing Party, or (e) is required to be disclosed by law, provided that the Receiving Party provides the Disclosing Party with prompt written notice of such requirement and reasonably cooperates with the Disclosing Party to limit or challenge such requirement. These provisions regarding Proprietary Information shall apply in perpetuity and shall survive any termination of the Order Form or the Agreement.

7. Miscellaneous.

Notices. All notices under the Order Form and the Agreement will be in writing and will be deemed to have been duly given (a) upon delivery by a recognized delivery service (e.g., FedEx) with delivery confirmation, (b) upon receipt, if sent by U.S. certified or registered mail, return receipt requested, or (c) when sent via email, if sent during normal business hours of the recipient, and on the next business day if sent after normal business hours of the recipient. Notices shall be sent to the addresses set forth in the Order Form, which addresses may be subsequently modified by written notice given in accordance with these provisions.

Trial Offering. If Placer provides Customer with additional Services or Placer Data during the Term and identifies such Services or Placer Data as for evaluation or trial purposes only (a “**Trial Offering**”), access to the Trial Offering is permitted only during the period designated by Placer (or if not designated, 30 days from receipt of access) (“**Trial Subscription Term**”), unless the Trial Offering is earlier terminated as provided below. During the Trial Subscription Term, Customer may only use the Trial Offering for internal evaluation purposes and may not otherwise use or distribute the Trial Offering for any other purposes. Notwithstanding any provision included in this Order Form or the Agreement to the contrary, in respect of the Trial Offering Customer acknowledges and agrees that: (i) either party may terminate the Trial Subscription Term immediately and without liability upon written notice to the other party; (ii) any Trial Offering is provided “as is”; (iii) Placer provides no warranty, service levels or indemnity for any Trial Offering and (iv) Placer's liability related to any Trial Offering will not exceed USD \$100. Notwithstanding the foregoing, the Services and Placer Data provided in this Order Form is not considered a Trial Offering.

Promotional Use. Customer grants Placer the right to use Customer's company name and company logo, for Placer's promotional purposes.

Funding Failure Termination Right. If funds for continued payments under this Agreement by the Customer are at any time unavailable or are insufficient for the Initial Term or any Additional Term, through failure of any entity, including the Customer itself, to appropriate such funds, then the Customer shall, within ten (10) days of such determination, provide notice to Placer and both Placer and the Customer shall have the right to immediately terminate this Order Form without penalty or further payment by the Customer.

Public Records Laws. Placer acknowledges that if Customer is subject to the applicable public records laws and regulations for California state (“**Public Records Laws**”), that all obligations imposed by this Agreement are subordinate to Customer's obligations under Public Records Laws. Notwithstanding the foregoing, Customer agrees that it will keep Placer's Proprietary Information (including any Placer Data) confidential in accordance with this Order Form and the Agreement unless otherwise required by applicable law, including Public Records Law.

License Agreement Amendments: For the purposes of this Order Form only the Agreement is hereby amended as follows:

- If applicable law prohibits Customer from indemnifying Placer, then Section 5.b of the Agreement, beginning “Customer shall defend, indemnify and hold Placer harmless...”, is hereby deleted in its entirety.
- The third to the last sentence of Section 8 of the Agreement is hereby removed in its entirety and replaced with the following: “This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions.”

This Order Form is entered into by and between Customer and Placer effective as of the date of the last signature below. This Order Form and use of the Services are governed by, and Customer and Placer agree to, the License Agreement located at <https://www.placer.ai/placer-license-agreement/> (the “**Agreement**”); provided, however, that in the event of any conflict between this Order Form and the Agreement, this Order Form shall control. Unless otherwise defined in this Order Form, capitalized terms herein have the same meaning as in the Agreement.

“Customer”

City of Susanville
By:
Name:
Title:
Date:

“Placer”

Placer Labs, Inc.
By:
Name:
Title:
Date:

AGENDA ITEM NO. 9.D
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Public Works

Action Date: August 7, 2024

SUBJECT: Consider **Resolution No. 24-6343**, authorizing the purchase of a back up pump motor with the purchase split between Water, Geothermal and the Golf Course, and authorize the Finance Director to adjust the Water, Geothermal and Golf Course budgets as necessary.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: With the recent pump failures staff would like to purchase a back up pump motor. Staff have determined that a 60hp 480 volt motor would be the best for a back up as it could be used at Well 4 for the Water Division, Susan One for the Geothermal division or as the main irrigation pump for the Golf Course. Staff received three quotes with the best one being \$7,486.05 from Tri County Pump Co. of Susanville, Ca. If this motor was to be used by one of the divisions, the motor that it replaces would be rebuilt and then become the spare motor for future use.

FISCAL IMPACT: \$7,486.05 total cost to be divided evenly between the Water division, Geothermal division and the Golf Course at \$2,495.35 each. No impact to the General Fund.

ACTION REQUESTED: Motion to approve Resolution No.24-6343, authorizing the purchase of a back up pump motor with the purchase split between Water, Geothermal and the Golf Course, and authorize the Finance Director to adjust the Water, Geothermal and Golf Course budgets as necessary.

ATTACHMENTS:
[24-6343.pdf](#)
[Back up motor quote.pdf](#)



tri county pump
5302546095
715-405 hwy 395e
susanville, CA 96130

Prepared For
DAN NEWTON
CITY OF SUSANVILLE

Estimate Date
07/24/2024

Estimate Number
1305

Reference
NEW 60 HP MOTOR

Description	Rate	Qty	Line Total
60 HP BMR 480 VOLT 3PH PREMIUM EFFICIENCY MOTOR	\$6,980.00 +7.25%	1	\$6,980.00
Subtotal			6,980.00
7.25% (7.25%)			506.05
Estimate Total (USD)			\$7,486.05

Notes

THIS MOTOR WILL FIT SEVERAL OF YOUR CITY WELL INCLUDING SUSAN 1, WELL #4, AND THE 2 PUMPS FOR GOLF COURSE. ALSO WILL COME WITH EXTRA TOP PIECE TO FIT OUR DIFFRENT HEAD SHAFTS. THIS MOTOR IS THE SAME HEIGHT AS THE ORIGINAL 60HP U,S MOTOR

Terms

1.5% PER MONTH 18% ANUALLY WILL BE CHARGED AFTER 30 DAYS ON ANY REMAINING BALANCE

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: August 7, 2024

SUBJECT: Consider appointing an ad hoc committee for the purpose of developing sub-recipient agreements for distributing the American Rescue Plan Act (ARPA) funds.

PRESENTED BY: Margaret Long, City Attorney

SUMMARY: The City Council allocated ARPA funds to the Susanville Elk's Lodge and the Susanville Symphony Society, each requiring a project-specific sub-recipient agreement. Each agreement will require a detailed project description and specific terms and conditions. The process to develop the agreements will be enhanced if councilmembers are involved. An appropriate method of involving councilmembers is by creating an ad hoc committee.

If created, the ad hoc committee will consist of two councilmembers who will collaborate with city staff and the two recipients of ARPA funds to develop the project descriptions and terms and conditions of the agreements. Upon completion, the draft agreements will be brought back to the full City Council for approval.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to appoint two city council members to serve as an ad hoc committee for the purpose of developing sub-recipient agreements for distributing the American Rescue Plan Act (ARPA) funds.

ATTACHMENTS:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: August 7, 2024

SUBJECT: Department Reports

PRESENTED BY: Dan Newton, City Manager

SUMMARY: The City Manager's Report is designed for Department Heads to address the Council on a variety of topics, is needed. Also, for the Council to address any questions or comments regarding that Department Head.

FISCAL IMPACT: None.

ACTION REQUESTED: Information only.

ATTACHMENTS:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: August 7, 2024

SUBJECT: Future Council Items

PRESENTED BY: Dan Newton, City Manager

SUMMARY: Council may provide direction to staff to bring back items for discussion or action at a future meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Possible direction to staff.

ATTACHMENTS:
[240807.FutureItemsList.pdf](#)

LAST THREE MONTHS

BUSINESS FROM THE FLOOR

- 5/15/2024 Request made to extend water utility at Johnstonville to the Airport
- 6/5/2024 Request regarding a new Recycling center for the area
Request to create a rebate program to provide funds to business owners for repairs to their business (only to be completed by local contractors) to help our local businesses. Chamber may help with funding.
- 6/19/2024 Request for a gate to be placed at the top of the Little League field
- 7/3/2024 Request to cut weeds on 1105 Orlo
- 7/3/2024 Request city support of current businesses
- 7/16/2024 Consider doing away with the Planning Commission and have the planning department handle the duties

Council requested - FUTURE COUNCIL ITEMS

- 5/15/2024 Request made to revisit the Councils top 4 priorities, and to present quarterly instead of monthly
- 5/15/2024 Request to create strategic plan for the city
- 6/5/2024 Request to bring back a change to limit public comment to 3 minutes
- 7/3/2024 Request made to look into Silver Slippers Pool Program
- 7/16/2024 Request made to change the code to reflect 3 minute public comment times

Completed Items

- ~~6/5/2024 Update on website requested~~
- ~~4/23/2024 Reminder to consider ARPA funds for pickleball courts~~
- ~~4/23/2024 Request to consider ARPA funds for the Little League Park~~
- ~~4/23/2024 Requested discussion on city website~~