
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, November 20, 2024 – 4:30 PM

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:**
 - A. **CONFERENCE WITH LABOR NEGOTIATORS** - *pursuant to Government Code Section §54957.6*
 1. *Management Unit*
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 November 6, 2024 regular meeting.*
 - 6.B *Vendor and payroll warrants*
7. **PUBLIC HEARINGS:** *No business.*
8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**
9. **NEW BUSINESS:**
 - 9.A *Consider Resolution No. 24-6378, approving and accepting a donation of \$2,000 from the*

Walmart Spark Good Foundation for the Fire Department and Police Department.

- 9.B Consider Resolution No. 24-6379, authorizing the City Manager to execute a contract with Sunrise Engineering Inc. to design a 2,100 foot extension of the city's eight inch polyethylene natural gas pipeline.
- 9.C Consider Resolution No. 24-6380, authorizing the Mayor to execute a Letter Agreement for Consultative Services with Interstate Gas Services Inc. (Dan Bergman) for consulting assistance related to the the City's natural gas utility.
- 9.D Consider Resolution No. 24-6381, authorizing Mayor to sign a Program Supplement Agreement Revision with Caltrans for the Riverside Drive Trail Project and authorize the budget amendment to the 2007 budget for the Riverside Drive Trail Project.
- 9.E Consider Resolution No. 24-6382, Supporting Sacred Heart Church procession in honor of Our Lady of Guadalupe and authorizing closure of Nevada street from N. Roop street to Weatherlow Street Â and Union Street from North Alley to North Street on Sunday, December 8, 2024, from 12:00 pm to 1:00 pm.
- 9.F Consider Resolution No. 24-6383, authorizing the Finance Director to increase the golf course community services budget by \$7,500 and authorizing the City Manager to execute an agreement with Smith's Pumps for repairs needed at the well pump located on the front nine near the Wingfield Clubhouse at the Diamond Mountain Golf Course

10. SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY: No business.

11. SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12. CONTINUING BUSINESS:

- 12.A Consider waiving second reading and adopting Ordinance No. 24-1046, amending Chapter 3 for Title 3, Revenue and Finance of the Susanville Municipal Code, including sections 3.08.010 through 3.08.200.
- 12.B Consider Resolution No. 24-6385, authorizing the Mayor to execute a contract with PACE Engineering, Inc. to provide engineering services for the HVAC Replacement Project at Susanville Fire Department.
- 12.C Discussion regarding 830 Main Street - St. Francis

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 December 4, 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 November 20, 2024 in the areas designated on November 15, 2024 .

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, City Clerk

Action Date: November 20, 2024

SUBJECT: Minutes of the City Council November 6, 2024 regular meeting.

PRESENTED BY: Heidi Whitlock, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's November 6, 2024 regular 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 October 16, 2024 regular meeting.

ATTACHMENTS:
[241106.cc.min.draft.pdf](#)

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, NOVEMBER 6, 2024 – 4:30 PM

Mayor Schuster called the meeting to order at 4:30pm.

Roll Call of Councilmembers Present: Schuster, Brown, Bortle, Parrish, Miller

1. APPROVAL OF AGENDA:

Moved by Bortle; seconded by Brown to approve the agenda with the following change: Item 9D to be heard prior to 7a.

Motion Carried: 5 - 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): No comment.

3. CLOSED SESSION:

The council convened in closed session at 4:32pm to discuss the following:

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

1. City Manager evaluation - priority setting

B. CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6

1. Admin Unit

2. Management Unit

4. RETURN TO OPEN SESSION:

The council reconvened in open session at 5:02pm. The pledge of allegiance and invocation were provided.

Leanne Vanderley, public, offered a prayer.

Dan Newton, City Manager, stated that prior to convening in closed session, the council approved the agenda with the change of moving item 9D being heard prior to 7A. He continued that they then met in closed session to discuss item 3B of the above-mentioned closed session items where direction was provided to staff but no reportable action was taken. The Council will reconvene in closed session after the conclusion of open session to continue with the remaining items.

Mayor Schuster offered a proclamation observing Veteran's Day.

5. BUSINESS FROM THE FLOOR:

Jim McCarthy, public, provided the council an email and stated his displeasure with the Planning Commission Frontier Inn and his displeasure with the overhang still being present.

Another member of the public stated her desire to see a program and facilities for the homeless youth of the community.

Susan Baxter, public, expressed her concern with the homeless in the area and believes the city should consider the old Uppal building.

Dawn Morolini, public, stated that she remembers when the community members took pride in their homes and the community. She requested that code enforcement take care of it.

6. **CONSENT CALENDAR:**

Moved by Brown; seconded by Parrish to approve.

Motion Carried: 5 - 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

6.A Minutes of the City Council October 16, 2024, regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the October 16, 2024, regular meeting.

241016.cc.min.draft.pdf

6.B Consider **Resolution No. 24-6371**, approving and authorizing the mayor to execute a Memorandum of Understanding with the Administrative Unit.

Motion to approve Resolution No. 24-6371, approving and authorizing the mayor to execute a Memorandum of Understanding with the Administrative Unit.

24-6371.pdf

2024.27 ADMIN MOU FINAL.pdf

9.D *Discussion regarding 830 Main Street - St. Francis*

Review emergency actions taken to safeguard the public and determine if it is necessary to continue the emergency action.

Mr. Newton stated that there was a fire that destroyed the hotel on main street the day the agenda went out, therefore, there was not much information at that time. He then provided an explanation of what happened and requested that the council continue the emergency action to proceed for the safety of the public. At such a time that the emergency ends, the procurement process will be followed.

Dawn Morolini, public, asked who would pay for it and how long it is until it is removed.

Mr. Newton stated that it is the property owner's responsibility. However, there was no insurance. If nothing is done by the owner, the city will need to step in.

Kim Carson, public, neighbor to the left of the St. Francis, has seen the property go downhill. She stated that her two-year-old roof now needs to be replaced, and she is also required to inspect her HVAC system. She added that she is also now losing income and requested the building be taken care of as soon as possible.

Jim McCarthy, public, stated his displeasure with the city's code enforcement efforts and the lack of

Council Member Parrish motioned to continue to emergency action, Bortle seconded. Motion carried unanimously.

Council Member Bortle praised staff for their quick response to the emergency. However, he also stated that he is not happy that action was not taken on the St. Francis and apologized to the public that the council did not set this item as a priority.

Council Member Parrish stated that it hurt to see the St. Francis as it now is. He agreed that it needed to be addressed as soon as possible. He added that there are limits to staff and resources, but we are all invested and want to fix it and urged the public to SeeClickFix anything that they see needs fixed.

Mayor Schuster shared memories that she had at the St. Francis. She thanked the Goni family for the memories and thanked city staff for their hard work.

Chief Bollinger provided stats on how fast the fire took off and the other agencies who assisted in the effort. He also thanked Lance Monath for providing video footage as they were taken into custody.

7. PUBLIC HEARINGS:

7.A Consider **Resolution No. 24-6376**, upholding the City of Susanville Planning Commission's decision to assess penalties in the amount of \$10,000.00 for violations of the Susanville Municipal Code by PC Resolution No. 24-1177 for 6 Monrovia Street nuisance abatement order 2023-005.

Mayor Schuster opened the public hearing at 5:43pm.

Michael Prettyman, Code Enforcement Officer, provided the history of the property and why the item is before the council. He continued by requesting the council uphold the decision of the Planning Commission by approving Resolution No. 24-6376.

Rita Heath, public, inquired about the timeframe.

Mayor Schuster closed the public hearing at 5:48pm.

[24-6376.pdf](#)

[Nuisance Abatement Order After Hearing NA2023-005 - 6 Monrovia.doc](#)

[24-6-11 Monrovia Signed Notice of Hearing \(owner\).pdf](#)

[24-6-25 Request for Extension.pdf](#)

[24-7-8 Notice of Continuation.pdf](#)

[24-7-15 Notice of Public Hearing 1.pdf](#)

[24-8-13 Reso. 24-1177.pdf](#)

[24-9-3 Appeal Request.pdf](#)

[24-10-2 Notice of Appeal Hearing.pdf](#)

[24-10-18 Posted Notice of Appeal Hearing.jpg](#)

[24-10-18 Notice of Public Hearing Posting.docx](#)

[24-10-23 InterMntn. Public Hearing Notice.docx](#)

[24-10-29 Inspection Photos.pdf](#)

Motion to approve Resolution No. 24-6376, upholding the City of Susanville Planning Commissions decision to assess penalties in the amount of \$10,000.00 for violations of the Susanville Municipal Code by PC Resolution No. 24-1177 for 6 Monrovia Street nuisance abatement order 2023-005.

Moved by Miller; seconded by Bortle to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

8. COUNCIL DISCUSSION/ANNOUNCEMENTS:

Council Member Bortle provided the Land Acknowledgement Statement.

9. **NEW BUSINESS:**

9.A Consider **Resolution No. 24-6373**, approving the closure of Main Street from Cottage Street to Weatherlow Street on Saturday, December 7, 2024, from 4:00pm to 7:00pm in support of the Lassen County Chamber of Commerce Annual Magical Country Christmas Celebration, waive all cost associated with the road closure and contribute Civic Contribution Funds towards the cost of the Firework Display.

Bob Godman, Public Works Director, provided an explanation of the item and requested approval of Resolution No. 24-6373.

Mr. Newton stated that each council member has \$1,000 in civic contribution.

Melanie Westbrook, Chamber, stated that the fireworks cost over \$9,000.

Mayor Schuster offered \$500 in civic contributions.

Council Member Bortle offered \$300 in civic contributions.

[24-6373.pdf](#)
[Chamber_letter_of_request_2024.pdf](#)

Moved by Bortle; seconded by Brown to approve Resolution No. 24-6373 including a donation by Mayor Schuster in the amount of \$500 and Council Member Bortle in the amount of \$300 from their civic contribution budgets.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

9.B Consider **Resolution No. 24-6377**, authorizing the City Manager to execute a contract with Nevada Barricade & Sign Company Inc for roadway lane striping and authorize the Finance Director to modify the budget as necessary to complete the work.

Director Godman provided an explanation of the item and requested approval of Resolution No. 24-6377.

Council Member Brown inquired as to when it should happen to which Director Godman responded that they are projecting they could start this Monday.

[24-6377.pdf](#)

Motion to approve Resolution No. 24-6377, authorizing the City Manager to execute a contract with Nevada Barricade & Sign Company Inc for roadway lane striping and authorize the Finance Director to modify the budget as necessary to complete the work.

Moved by Bortle; seconded by Brown to approve Resolution No. 24-6377 authorizing the City Manager to execute a contract with Nevada Barricade & Sign Company Inc for roadway lane striping and authorize the Finance Director to modify the budget as necessary to complete the work.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

9.C Consider waiving first reading and introducing **Ordinance No. 24-1046**, amending Chapter 3 for Title 3, Revenue and Finance of the Susanville Municipal Code, including sections 3.08.010 through 3.08.200.

Mr. Newton provided an explanation of Ordinance No. 24-1046 and requested council approval to waive the first reading and introduce. He added that this item would come back on the 20th including the policy.

[24-1046.pdf](#)

Motion to waive first reading and introduce Ordinance No. 24-1046, amending Chapter 3 for Title 3, Revenue and Finance of the Susanville Municipal Code, including sections 3.08.010 through 3.08.200.

Moved by Brown; seconded by Bortle to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

~~9.D Discussion regarding 830 Main Street – St. Francis – Item heard prior to item 7A.~~

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

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

12. **CONTINUING BUSINESS:**

12.A Consider **Ordinance No 24-1045**, Amending Chapter 2, Sections 2.04.070 and 2.04.160(3)(b) of the city of Susanville Municipal Code related to the order of business and addressing the council.

Heidi Whitlock, City Clerk, provided an explanation of the item, requested the second reading be waived and Ordinance No. 24-1045 be approved by the council.

[24-1045 order of business & addressing council.pdf](#)

Waive the second reading and adopt Ordinance No. 24-1045, Amending Chapter 2, Sections 2.04.070 and 2.04.160(3)(b) if the city of Susanville Municipal Code related to the order of business and addressing the council.

Moved by Bortle; seconded by Brown to approve.

Motion Carried: 5-0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

13. **CITY MANAGER'S REPORTS:**

13.A Department Reports Information only.

Department heads in attendance provided updates on the happenings within their departments.

Mr. Newton mentioned that the first meeting in January falls on the first which is a holiday. He requested discussion on either canceling the meeting or having it on the second, Thursday, as stated in the code.

14. **FUTURE COUNCIL ITEMS:**

14.A Future Council Items

Mr. Newton provided an explanation of the item and inquired of the council if any additional items were to be added to the list.

Council Member Bortle inquired about the strategic plan discussion to which Mr. Newton stated that staff should be in a good position to move forward with that come the first of the year. He added that Ms. Spade is also working with someone regarding an ED strategic plan, so the ground is being set up for those items.

[241106.FutureItemsList.pdf](#)

The council recessed at the end of open session at 6:25pm prior to reconvening in closed session.

The council reconvened in closed session at 6:38pm.

The council reconvened in open session at 8:06pm.

Mr. Newton stated that direction was provided to staff with no reportable action taken.

15. **ADJOURNMENT**: Meeting adjourned at 8:07pm.

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Alicia Cordova, Finance

Action Date: November 20, 2024

SUBJECT: Vendor and payroll warrants

PRESENTED BY: Chandra Jabbs, Finance Director

SUMMARY: Warrants dated October 3, 2024 through November 6, 2024 numbered 222098-222557.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$612,458.80, plus \$923,431.66 in payroll warrants, for a total of \$1,535,890.46.

ACTION REQUESTED: Motion to receive and file

ATTACHMENTS:

[10-03-24.pdf](#)
[10-09-24.pdf](#)
[10-17-24.pdf](#)
[10-18-24.pdf](#)
[10-24-24.pdf](#)
[10-31-24.pdf](#)

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/3/2024 - 10/3/2024Page: 1
Oct 03, 2024 11:44AM

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/03/2024	222106	1244	ACUSHNET COMPANY	SUPPLIES- GC	918457648	1	7530-451-55-46	SUPPLIES - GENERAL	796.31	796.31
Total 918457648:											
10/24	10/03/2024	222107	9432	ALL SEASON HEATING	#0037 WOODSMOKE REDUCTI	092024	1	8407-430-10-48	GRANTS	796.31	796.31
Total 092024:											
10/24	10/03/2024	222107	9432	ALL SEASON HEATING	#0042 WOODSMOKE REDUCTI	093024	1	8407-430-10-48	GRANTS	5,000.00	5,000.00
Total 093024:											
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-GAS	LREN196773	1	7401-430-62-44	LINEN SERVICES	82.80	82.80
Total LREN196773:											
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-PW	LREN1967771	1	7620-430-10-44	LINEN SERVICE	35.53	35.53
Total LREN1967771:											
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-STREETS	LREN1967772	1	2007-431-20-44	LINEN SERVICE	35.53	35.53
Total LREN1967772:											
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-PW	LREN1967774	1	7620-430-10-44	LINEN SERVICE	62.63	62.63
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-WATER	LREN1967774	2	7110-430-42-44	LINEN SERVICE	10.00	10.00
Total LREN1967774:											
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-PARKS	LREN1967775	1	1011-452-20-44	LINEN SERVICES	82.46	82.46
Total LREN1967775:											
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-PW	LREN1967776	1	7620-430-10-44	LINEN SERVICE	92.46	92.46
10/24	10/03/2024	222108	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1967776	2	7620-430-10-46	SUPPLIES-JANITORIAL	44.40	44.40
Total LREN1967776:											
10/24	10/03/2024	222108	10981	ALSCO INC	UNIFORMS-PW	LREN1967776	1	7620-430-10-44	LINEN SERVICE	79.00	79.00
10/24	10/03/2024	222108	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1967776	2	7620-430-10-46	SUPPLIES-JANITORIAL	80.27	80.27

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/3/2024 - 10/3/2024Page: 2
Oct 03, 2024 11:44AM

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 LREN1967776:											
10/24	10/03/2024	222109	61		REIM HEALTH INSURANCE NOV 100224		1	7610-2239-006	RETIREE SICK LEAVE BANK PA	159.27	159.27
Total 100224:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	725 MAIN STREET-STREETS	176277566U037	1	2007-431-20-44	DISPOSAL	457.41	457.41
Total 176277566U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	605 ASH STREET-STREETS	176277560U0327	1	2007-431-20-44	DISPOSAL	26.88	26.88
Total 176277560U0327:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	617 MAIN ST-STREETS	176277561U037	1	2007-431-20-44	DISPOSAL	26.88	26.88
Total 176277561U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	600 MAIN ST-STREETS	176277564U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277564U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	176277571U037	1	7530-451-52-44	DISPOSAL	268.89	268.89
Total 176277571U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	17627762U037	1	1000-417-10-44	DISPOSAL	232.13	232.13
Total 17627762U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	720 SOUTH ST-SHOP	17627765U037	1	7620-430-10-44	DISPOSAL	240.86	240.86
Total 17627765U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	176277761U037	1	7620-430-10-44	DISPOSAL	232.13	232.13
Total 176277761U037:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/3/2024 - 10/3/2024Page: 3
Oct 03, 2024 11:44AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	176277763U037	1	1011-452-20-44	DISPOSAL	223.41	223.41
Total 176277763U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	1505 MAIN ST-FD	176277767U037	1	1010-422-10-44	DISPOSAL	223.41	223.41
Total 176277767U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	1110 NORTH STREET	176277841U037	1	1011-452-20-44	DISPOSAL	159.42	159.42
Total 176277841U037:											
10/24	10/03/2024	222110	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	176277975U037	1	2007-431-20-44	DISPOSAL	326.79	326.79
Total 176277975U037:											
10/24	10/03/2024	222111	10635	CENTER FOR HEARING	ANNUAL AUDIOMETRIC TESTIN	20961	1	7401-430-62-43	PROFESSIONAL SVCS	323.53	323.53
10/24	10/03/2024	222111	10635	CENTER FOR HEARING	ANNUAL AUDIOMETRIC TESTIN	20961	2	7110-430-42-43	PROFESSIONAL SVCS	258.82	258.82
10/24	10/03/2024	222111	10635	CENTER FOR HEARING	ANNUAL AUDIOMETRIC TESTIN	20961	3	2007-431-20-43	PROFESSIONAL SVCS	258.82	258.82
10/24	10/03/2024	222111	10635	CENTER FOR HEARING	ANNUAL AUDIOMETRIC TESTIN	20961	4	1011-452-20-43	PROFESSIONAL SVCS	194.12	194.12
10/24	10/03/2024	222111	10635	CENTER FOR HEARING	ANNUAL AUDIOMETRIC TESTIN	20961	5	7620-430-10-43	PROFESSIONAL SVCS	64.71	64.71
Total 20961:											
10/24	10/03/2024	222112	11196		REFUND GAS DEPOSIT	10310550312	1	7401-2228-000	DEPOSITS-CUSTOMER	1,100.00	1,100.00
Total 10310550312:											
10/24	10/03/2024	222113	161	CSK AUTO INC	LOCK-GAS	2740125424	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	17.32	17.32
10/24	10/03/2024	222113	161	CSK AUTO INC	LOCK-WATER	2740125424	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	17.31	17.31
10/24	10/03/2024	222113	161	CSK AUTO INC	LOCK-STREETS SB-1	2740125424	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	17.31	17.31
Total 2740125424:											
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740125622	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	51.94	51.94
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-WATER	2740125622	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	19.65	19.65
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-STREETS SB1	2740125622	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	19.65	19.65

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 2740125622:											
10/24	10/03/2024	222113	161	CSK AUTO INC	BRAKE CLEANER-GAS	2740125768	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	30.23	30.23
10/24	10/03/2024	222113	161	CSK AUTO INC	BRAKE CLEANER-WATER	2740125768	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	30.22	30.22
10/24	10/03/2024	222113	161	CSK AUTO INC	BRAKE CLEANER-STREETS SB	2740125768	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	30.22	30.22
Total 2740125768:											
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740125908	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	17.32	17.32
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-WATER	2740125908	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	17.31	17.31
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-STREETS SB1	2740125908	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	17.31	17.31
Total 2740125908:											
10/24	10/03/2024	222113	161	CSK AUTO INC	RATCHET-GAS	2740125991	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	14.58	14.58
10/24	10/03/2024	222113	161	CSK AUTO INC	RATCHET-WATER	2740125991	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	14.58	14.58
10/24	10/03/2024	222113	161	CSK AUTO INC	RATCHET-STREETS SB-1	2740125991	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	14.57	14.57
Total 2740125991:											
10/24	10/03/2024	222113	161	CSK AUTO INC	AIR FILTER-STREETS SB1	2740126124	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	81.06	81.06
Total 2740126124:											
10/24	10/03/2024	222113	161	CSK AUTO INC	WIRE LOOM-STREETS SB-1	2740126721	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	32.48	32.48
Total 2740126721:											
10/24	10/03/2024	222113	161	CSK AUTO INC	SUPPLIES-WATER	2740126769	1	7110-430-42-46	SUPPLIES-GENERAL	32.48	32.48
Total 2740126769:											
10/24	10/03/2024	222113	161	CSK AUTO INC	DRILL BIT-WATER	2740129442	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	5.77	5.77
10/24	10/03/2024	222113	161	CSK AUTO INC	DRILL BIT-GAS	2740129442	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.77	5.77
10/24	10/03/2024	222113	161	CSK AUTO INC	DRILL BIT-STREETS SB-1	2740129442	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	5.77	5.77
Total 2740129442:											
										17.31	17.31

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
10/24	10/03/2024	222113	161	CSK AUTO INC	CREDIT- STREETS SB1	2740129465	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	108.25-	108.25-
Total 2740129465:											
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740129506	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	23.05	23.05
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-WATER	2740129506	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	23.04	23.04
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-STREETS SB1	2740129506	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	23.04	23.04
Total 2740129506:											
10/24	10/03/2024	222113	161	CSK AUTO INC	FLAT WASHERS-GAS	2740129632	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	10.15	10.15
Total 2740129632:											
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-WATER	2740130102	1	7110-430-42-47	MACHINERY AND EQUIPMENT	14.57	14.57
Total 2740130102:											
10/24	10/03/2024	222113	161	CSK AUTO INC	SPARK PLUG-PW	2740130179	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	16.31	16.31
Total 2740130179:											
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740130201	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	144.86	144.86
Total 2740130201:											
10/24	10/03/2024	222113	161	CSK AUTO INC	TOOLS-GAS	2740130916	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	15.51	15.51
10/24	10/03/2024	222113	161	CSK AUTO INC	TOOLS-WATER	2740130916	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	15.51	15.51
10/24	10/03/2024	222113	161	CSK AUTO INC	TOOLS-STREETS SB-1	2740130916	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	15.50	15.50
Total 2740130916:											
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740131353	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	25.52	25.52
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-WATER	2740131353	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	25.51	25.51
10/24	10/03/2024	222113	161	CSK AUTO INC	REPAIR & MAINT-STREETS SB1	2740131353	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	25.51	25.51
Total 2740131353:											
10/24	10/03/2024	222113	161	CSK AUTO INC	CONNECTOR-PW	2740131505	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	14.71	14.71

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 6	
										Check Issue Dates: 10/3/2024 - 10/3/2024		Oct 03, 2024 11:44AM	
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 2740131505:													
10/24	10/03/2024	222113	161	CSK AUTO INC	GLOVES-WATER	2740131818	1	7110-430-42-46	SUPPLIES-GENERAL	27.76	14.71		
Total 2740131818:													
10/24	10/03/2024	222114	931	DAN NEWTON	REIMBURSEMENT FOR TUITIO	092624	1	1000-413-20-42	TUITION REIMBURSEMENTS	9,000.00	27.76		
Total 092624:													
10/24	10/03/2024	222115	194	DIAMOND SAW SHOP IN	SUPPLIES-STREETS SB1	20439	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	85.36	9,000.00		
Total 20439:													
10/24	10/03/2024	222115	194	DIAMOND SAW SHOP IN	CHAIN-WATER	20458	1	7110-430-42-46	SUPPLIES-GENERAL	30.09	85.36		
Total 20458:													
10/24	10/03/2024	222116	198	DITCH WITCH EQUIPMEN	SUPPLIES-WATER	920009	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	2,748.40	30.09		
Total 920009:													
10/24	10/03/2024	222117	10523	DOWN RANGE INVESTM	SUPPLIES-CLERK	713633	1	1000-411-40-46	SUPPLIES-GENERAL	53.68	2,748.40		
10/24	10/03/2024	222117	10523	DOWN RANGE INVESTM	SUPPLIES- ADMIN	713633	2	1000-413-20-46	SUPPLIES-GENERAL	53.68	53.68		
10/24	10/03/2024	222117	10523	DOWN RANGE INVESTM	SUPPLIES- FINANCE	713633	3	1000-415-10-46	SUPPLIES-GENERAL	232.85	53.68		
Total 713633:													
10/24	10/03/2024	222117	10523	DOWN RANGE INVESTM	SUPPLIES- FINANCE	720544	1	1000-415-10-46	SUPPLIES-GENERAL	32.45	340.21		
Total 720544:													
10/24	10/03/2024	222118	11203		REFUND GAS DEPOSIT	10306806728	1	7401-2228-000	DEPOSITS-CUSTOMER	193.45	32.45		
Total 10306806728:													
10/24	10/03/2024	222119	10867	EMERGENCY VEHICLE O	2024 CHEVY TAHOE OUTFITTIN	092524	1	1009-421-10-47	VEHICLES	16,706.74	193.45		
10/24	10/03/2024	222119	10867	EMERGENCY VEHICLE O	2024 CHEVY TAHOE OUTFITTIN	092524	2	1009-421-10-47	VEHICLES	171.14	16,706.74		

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 10/3/2024 - 10/3/2024

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 092524:											
10/24	10/03/2024	222120	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	478232A	1	7110-430-42-43	PROFESSIONAL SVCS	113.00	113.00
Total 478232A:											
10/24	10/03/2024	222120	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WS	478402A	1	7112-430-42-43	PROFESSIONAL SVCS	39.00	39.00
Total 478402A:											
10/24	10/03/2024	222120	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WS	478649A	1	7112-430-42-43	PROFESSIONAL SVCS	141.00	141.00
Total 478649A:											
10/24	10/03/2024	222120	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WS	478679A	1	7112-430-42-43	PROFESSIONAL SVCS	39.00	39.00
Total 478679A:											
10/24	10/03/2024	222120	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	478752A	1	7110-430-42-43	PROFESSIONAL SVCS	141.00	141.00
Total 478752A:											
10/24	10/03/2024	222121	257	FOREST OFFICE EQUIPM	MAINT.CONTRACT FOLD MACHI	SV008137	1	7401-430-62-43	TECHNICAL SVCS	44.08	44.08
10/24	10/03/2024	222121	257	FOREST OFFICE EQUIPM	MAINT.CONTRACT FOLD MACHI	SV008137	2	7110-430-42-43	TECHNICAL SVCS	44.08	44.08
Total SV008137:											
10/24	10/03/2024	222121	257	FOREST OFFICE EQUIPM	KYOCERA COPIER -PW	SV008225	1	7620-430-10-43	TECHNICAL SVCS	389.27	389.27
Total SV008225:											
10/24	10/03/2024	222121	257	FOREST OFFICE EQUIPM	COPIER-FD	SV008250	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	37.03	37.03
Total SV008250:											
10/24	10/03/2024	222122	9264		TRAVEL EXPENSE MCCLELLAN	092524	1	2045-421-23-45	TRAVEL	473.00	473.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 8			
				Check Issue Dates: 10/3/2024 - 10/3/2024				Oct 03, 2024 11:44AM			
GL	Check	Check	Vendor	Payee	Description	Invoice	Inv	GL	GL	Seq	Check
Period	Issue Date	Number	Number			Number	Seq	Account	Account Title	Amount	Amount
Total 092524:											
10/24	10/03/2024	222123	265	FRONTIER	251-0015-PD	0015 090824	1	1009-421-10-45	COMMUNICATIONS	473.00	473.00
Total 0015 090824:											
10/24	10/03/2024	222123	265	FRONTIER	257-0315 AWOS AIRPORT	0315 091524	1	7201-430-81-45	COMMUNICATIONS	105.17	105.17
Total 0315 091524:											
10/24	10/03/2024	222123	265	FRONTIER	257-7098 NATURAL GAS	7098 090124	1	7401-430-62-45	COMMUNICATIONS	105.17	105.17
Total 7098 090124:											
10/24	10/03/2024	222124	11199		RETURN FACILITY RENTAL PAY	091724	1	1000-2228-009	DEPOSITS-COMM CENTER RE	80.86	80.86
Total 091724:											
10/24	10/03/2024	222125	1103	ITRON INC	METER READING SVCS & MAIN	6888380	1	7401-430-62-43	TECHNICAL SVCS	97.98	97.98
10/24	10/03/2024	222125	1103	ITRON INC	METER READING SVCS & MAIN	6888380	2	7110-430-42-43	TECHNICAL SVCS	75.00	75.00
10/24	10/03/2024	222125	1103	ITRON INC	METER READING SVCS & MAIN	6888380	3	7401-1430-105	PRE-PAID OTHER	839.76	839.75
10/24	10/03/2024	222125	1103	ITRON INC	METER READING SVCS & MAIN	6888380	4	7110-1430-105	PRE-PAID OTHER	839.75	2,491.88
Total 6888380:											
10/24	10/03/2024	222126	11200		REFUND WATER DEPOSIT	10514200029	1	7110-2228-000	DEPOSITS-CUSTOMER	2,491.88	6,663.27
Total 10514200029:											
10/24	10/03/2024	222127	11201		REFUND GAS DEPOSIT	10245500002	1	7401-2228-000	DEPOSITS-CUSTOMER	40.00	40.00
Total 10245500002:											
10/24	10/03/2024	222128	374	L.N. CURTIS & SONS	SHIPPING FEES-FD	INV843364	1	1010-422-10-46	SUPPLIES- SAFETY ITEMS	98.49	98.49
Total INV843364:											
10/24	10/03/2024	222129	404	LASSEN COMMUNITY CO	LASSEN COLLEGE CUSTODIAL	09182024	1	1000-465-10-46	SUPPLIES-GENERAL	476.13	476.13
										334.38	334.38

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 9	
										Check Issue Dates: 10/3/2024 - 10/3/2024		Oct 03, 2024 11:44AM	
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 09182024:													
10/24	10/03/2024	222130	392	LASSEN COUNTY CLERK	ADVERTISING-PLANNING	100124	1	1011-419-10-47	SOFTWARE	334.38	334.38		
Total 100124:													
10/24	10/03/2024	222131	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	459524	1	7110-430-42-46	SUPPLIES-GENERAL	250.00	250.00		
Total 459524:													
10/24	10/03/2024	222132	413	LASSEN TIRE	REPAIR & MAINT-STREETS SB-	0054940	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	20.00	20.00		
Total 0054940:													
10/24	10/03/2024	222133	10485	LEAF CAPITAL FUNDING	COPIER-PW	17239260	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	193.18	193.18		
Total 17239260:													
10/24	10/03/2024	222133	10485	LEAF CAPITAL FUNDING	COPIER-PW	17239261	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	278.67	278.67		
Total 17239261:													
10/24	10/03/2024	222134	437	LMUD	471-920 JOHNSTONVILLE RD-AI	10108 092524	1	7201-430-81-46	ELECTRICITY	107.60	107.60		
Total 10108 092524:													
10/24	10/03/2024	222134	437	LMUD	GOLF COURSE IRR WELL/ NAG	122907 092524	1	7530-451-52-46	ELECTRICITY	2,705.94	2,705.94		
Total 122907 092524:													
10/24	10/03/2024	222134	437	LMUD	GOLF COURSE PUMP STATION	122910 092524	1	7530-451-52-46	ELECTRICITY	2,849.87	2,849.87		
Total 122910 092524:													
10/24	10/03/2024	222134	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 092524	1	7530-451-52-46	ELECTRICITY	30.00	30.00		
Total 122929 092524:													

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/3/2024 - 10/3/2024Page: 10
Oct 03, 2024 11:44AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/03/2024	222134	437	LMUD	GOLF COURSE PUMP HOUSE	132052 092524	1	7530-451-52-46	ELECTRICITY	468.05	468.05
Total 132052 092524:											
10/24	10/03/2024	222134	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 092524	1	7530-451-52-46	ELECTRICITY	468.05	468.05
Total 144281 092524:											
10/24	10/03/2024	222134	437	LMUD	SOUTH ST - PW OFFICE	14590 092524	1	7620-430-10-46	ELECTRICITY	580.99	580.99
Total 14590 092524:											
10/24	10/03/2024	222134	437	LMUD	SOUTH ST ROOSEVELT AREA L	1744 092524	1	1011-452-20-46	ELECTRICITY	708.22	708.22
Total 1744 092524:											
10/24	10/03/2024	222134	437	LMUD	RIVERSIDE PARK	1999 092524	1	1011-452-20-46	ELECTRICITY	11.04	11.04
Total 1999 092524:											
10/24	10/03/2024	222134	437	LMUD	CADY SPRINGS	26784 092524	1	7110-430-42-46	ELECTRICITY	80.16	80.16
Total 26784 092524:											
10/24	10/03/2024	222134	437	LMUD	1505 MAIN ST FIRE STATION	2876 092524	1	1010-422-10-46	ELECTRICITY	770.26	770.26
Total 2876 092524:											
10/24	10/03/2024	222134	437	LMUD	RICHMOND RD BRIDGE-STREE	35094 092524	1	2007-431-60-46	ELECTRICITY	1,089.91	1,089.91
Total 35094 092524:											
10/24	10/03/2024	222134	437	LMUD	LITTLE LEAGUE AREA LIGHTS	3522 092524	1	1011-452-20-46	ELECTRICITY	321.51	321.51
Total 3522 092524:											
10/24	10/03/2024	222134	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 092524	1	2005-431-20-46	SAFETY LIGHTING	76.09	76.09
Total 3651 092524:											
10/24	10/03/2024	222134	437	LMUD						171.38	171.38

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 3651 092524:											
10/24	10/03/2024	222134	437	LMUD	720 SOUTH EMULSION TANK-P	38646 092524	1	7620-430-10-46	ELECTRICITY	171.38	171.38
Total 38646 092524:											
10/24	10/03/2024	222134	437	LMUD	LITTLE LEAGUE PARK DRIVEW	416851 092524	1	1011-452-20-46	ELECTRICITY	208.97	208.97
Total 416851 092524:											
10/24	10/03/2024	222134	437	LMUD	LAUREL ST- STREETS	416902 092524	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416902 092524:											
10/24	10/03/2024	222134	437	LMUD	SOUTH ST- STREETS	416924 092524	1	2007-431-60-46	ELECTRICITY	39.39	39.39
Total 416924 092524:											
10/24	10/03/2024	222134	437	LMUD	RICHMOND RD & PEARL CR- S	416984 092524	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416984 092524:											
10/24	10/03/2024	222134	437	LMUD	1801 MAIN ST-SAFETY LIGHTIN	417512 092524	1	2005-431-20-46	SAFETY LIGHTING	39.39	39.39
Total 417512 092524:											
10/24	10/03/2024	222134	437	LMUD	ORCHARD ST- STREETS	418802 092524	1	2007-431-60-46	ELECTRICITY	23.12	23.12
Total 418802 092524:											
10/24	10/03/2024	222134	437	LMUD	RIVERSIDE DR. & RIVER- STRE	418824 092524	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 418824 092524:											
10/24	10/03/2024	222134	437	LMUD	RIVERSIDE DR. & LAUREL- STR	418833 092524	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 418833 092524:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 10/3/2024 - 10/3/2024

Page: 12
Oct 03, 2024 11:44AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/03/2024	222134	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 092524	1	2005-431-20-46	SAFETY LIGHTING	200.47	200.47
Total 49496 092524:											
10/24	10/03/2024	222134	437	LMUD	MAIN & FAIRFIELD-SB-1 SAFET	49497 092524	1	2005-431-20-46	SAFETY LIGHTING	167.87	167.87
Total 49497 092524:											
10/24	10/03/2024	222134	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 092524	1	2005-431-20-46	SAFETY LIGHTING	190.64	190.64
Total 49498 092524:											
10/24	10/03/2024	222134	437	LMUD	RIVERSIDE & MAIN LIGHTS-SB-	49499 092524	1	2005-431-20-46	SAFETY LIGHTING	306.43	306.43
Total 49499 092524:											
10/24	10/03/2024	222134	437	LMUD	471-920 JOHNSTONVILLE RD-AI	54333 092524	1	7201-430-81-46	ELECTRICITY	42.62	42.62
Total 54333 092524:											
10/24	10/03/2024	222134	437	LMUD	SPRING RIDGE BOOSTER	55754 092524	1	7110-430-42-46	ELECTRICITY	756.59	756.59
Total 55754 092524:											
10/24	10/03/2024	222134	437	LMUD	925 SIERRA RD SPORTS CTR	60453 092524	1	1011-452-20-46	ELECTRICITY	30.42	30.42
Total 60453 092524:											
10/24	10/03/2024	222134	437	LMUD	471-920 JOHNSTONVILLE RD AI	7146 092524	1	7201-430-81-46	ELECTRICITY	30.42	30.42
Total 7146 092524:											
10/24	10/03/2024	222134	437	LMUD	471-920 JOHNSTONVILLE RD AI	7154 092524	1	7201-430-81-46	ELECTRICITY	488.87	488.87
Total 7154 092524:											
10/24	10/03/2024	222134	437	LMUD	GOLF COURSE CLUB HOUSE	7394 092524	1	7530-451-50-46	ELECTRICITY	114.65	114.65

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 7394 092524:											
10/24	10/03/2024	222134	437	LMUD	GOLF COURSE CART BARN 2	7400 092524	1	7530-451-52-46	ELECTRICITY	114.65	114.65
Total 7400 092524:											
10/24	10/03/2024	222134	437	LMUD	WELL #1-WATER	7714 092524	1	7110-430-42-46	ELECTRICITY	51.03	51.03
Total 7714 092524:											
10/24	10/03/2024	222134	437	LMUD	GOLF COURSE BARN 1 & 3	9312 092524	1	7530-451-52-46	ELECTRICITY	1,962.12	1,962.12
Total 9312 092524:											
10/24	10/03/2024	222134	437	LMUD	RIVERSIDE PARK	9501 092524	1	1011-452-20-46	ELECTRICITY	30.00	30.00
Total 9501 092524:											
10/24	10/03/2024	222134	437	LMUD	GEO PUMP #2	9503 092524	1	7301-430-52-46	ELECTRICITY	64.91	64.91
Total 9503 092524:											
10/24	10/03/2024	222134	437	LMUD	HOSPITAL LN-GEO	9963 092524	1	7301-430-52-46	ELECTRICITY	52.08	52.08
Total 9963 092524:											
10/24	10/03/2024	222135	10668		MCMELELLAN, CA CA POST BASI	092524	1	2045-421-23-45	TRAVEL	30.63	30.63
Total 092524:											
10/24	10/03/2024	222136	824	ODP BUSINESS Solutio	FLYERS	389348922001	1	7401-430-62-46	SUPPLIES-GENERAL	473.00	473.00
10/24	10/03/2024	222136	824	ODP BUSINESS Solutio	FLYERS	389348922001	2	8404-430-15-48	GRANTS	473.00	473.00
Total 389348922001:											
10/24	10/03/2024	222137	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	255941	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	1,125.79	1,125.79
Total 255941:											
10/24	10/03/2024	222137	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	255941	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	1,125.79	1,125.79
Total 255941:											
10/24	10/03/2024	222137	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	255941	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	2,251.58	2,251.58
Total 255941:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/3/2024 - 10/3/2024Page: 14
Oct 03, 2024 11:44AM

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 255941:											
10/24	10/03/2024	222137	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	261070	1	1011-452-21-44	FACILITY - REPAIR & MAINTENA	31.18	31.18
Total 261070:											
10/24	10/03/2024	222137	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS SB1	262238	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	61.78	61.78
Total 262238:											
10/24	10/03/2024	222138	11195		REIMBURSEMENTS 24-014 APP	092624	1	1000-419-10-34	ZONING & SUBDIVISION FEES	16.65	16.65
Total 092624:											
10/24	10/03/2024	222139	874	PETERSON GLASS & IMA	REPLACE BROKEN GLASS CIT	221508	1	1000-417-10-44	FACILITY - REPAIR & MAINTENA	842.00	842.00
Total 221508:											
10/24	10/03/2024	222140	563	POULSEN WELDING SHO	REPAIRS-STREETS	4093	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	1,025.03	1,025.03
Total 4093:											
10/24	10/03/2024	222140	563	POULSEN WELDING SHO	SUPPLIES-WATER	4094	1	7110-430-42-46	SUPPLIES-GENERAL	426.94	426.94
Total 4094:											
10/24	10/03/2024	222141	572	QUILL CORPORATION	SUPPLIES-FINANCE	40597781	1	1000-415-10-46	SUPPLIES-GENERAL	45.00	45.00
Total 40597781:											
10/24	10/03/2024	222142	11197		REFUND GAS DEPOSIT	10219400127	1	7401-2228-000	DEPOSITS-CUSTOMER	74.51	74.51
Total 10219400127:											
10/24	10/03/2024	222143	628	SCORE	WORKERS COMP 2ND QTR	SUSQ2FY25	1	7630-411-40-42	WORKERS' COMPENSATION	116.90	116.90
Total SUSQ2FY25:											
										121,143.67	121,143.67

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 15
										Check Issue Dates: 10/3/2024 - 10/3/2024		Oct 03, 2024 11:44AM
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
10/24	10/03/2024	222144	880	SGS MFG INC	SUPPLIES-GAS	33857	1	7401-430-82-46	SUPPLIES-GENERAL	194.46	194.46	
Total 33857:												
10/24	10/03/2024	222145	11202		REFUND GAS DEPOSIT	10324102709	1	7401-2228-000	DEPOSITS-CUSTOMER	123.48	123.48	
Total 10324102709:												
10/24	10/03/2024	222146	11198	SHIFFLER EQUIPMENT S	REPAIR & MAINT-PW	10013521-00	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	30.08	30.08	
Total 10013521-00:												
10/24	10/03/2024	222147	1479	SIERRA BROADCASTING	ADVERTISING-GAS	24080167	1	7401-430-62-45	ADVERTISING	499.00	499.00	
Total 24080167:												
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	ROLLERS-STREETS	528068	1	2007-431-20-46	SUPPLIES-GENERAL	8.56	8.56	
Total 528068:												
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	PAINT-WATER	528136	1	7110-430-42-46	SUPPLIES-GENERAL	71.80	71.80	
Total 528136:												
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	PAINT-WATER	528142	1	7110-430-42-46	SUPPLIES-GENERAL	6.61	6.61	
Total 528142:												
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	PAINT-WATER	528187	1	7110-430-42-46	SUPPLIES-GENERAL	30.19	30.19	
Total 528187:												
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	REPAIR & MAINT-GEO	528194	1	7301-430-52-44	REPAIR AND MAINTENANCE-MI	4.86	4.86	
Total 528194:												
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	CONCRETE-WATER	528247	1	7110-430-42-46	SUPPLIES-GENERAL	54.31	54.31	

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 10/3/2024 - 10/3/2024

Page: 17

Oct 03, 2024 11:44AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	SUPPLIES-GAS	528732	1	7401-430-62-46	SUPPLIES-GENERAL	14.60	14.60
Total 528732:											
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	SUPPLIES-PARKS	528782	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	93.33	93.33
Total 528782:											
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	SUPPLIES-PARKS	528810	1	1011-452-21-44	FACILITY - REPAIR & MAINTENA	31.45	31.45
Total 528810:											
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	SUPPLIES-FD	528886	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	22.96	22.96
Total 528886:											
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	SUPPLIES-PARKS	528908	1	1011-452-21-44	FACILITY - REPAIR & MAINTENA	14.58	14.58
Total 528908:											
10/24	10/03/2024	222148	76	SUSANVILLE ACE HARD	GLOVES-WATER	528984	1	7110-430-42-46	SUPPLIES-GENERAL	22.40	22.40
Total 528984:											
10/24	10/03/2024	222149	873	SUSANVILLE FORD	REPAIR & MAINT- PD	622456	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	922.03	922.03
Total 622456:											
10/24	10/03/2024	222150	712	TNS TRUCKING CO	TRANSFER BASE ROCK-GAS	6234	1	7401-430-62-46	SUPPLIES-GENERAL	687.72	687.72
10/24	10/03/2024	222150	712	TNS TRUCKING CO	TRANSFER BASE ROCK-WATE	6234	2	7110-430-42-46	SUPPLIES-GENERAL	687.72	687.72
10/24	10/03/2024	222150	712	TNS TRUCKING CO	TRANSFER BASE ROCK-STREE	6234	3	2005-431-20-46	SUPPLIES-GENERAL	225.32	225.32
Total 6234:											
10/24	10/03/2024	222151	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PW	1034	1	7620-430-10-44	CUSTODIAL	300.00	300.00
Total 1034:											
10/24	10/03/2024	222152	9851	UNDERGROUND SERVIC	TECHNICAL SERVICES-GAS	1307012024	1	7401-430-62-48	TAXES, FEES, PERMITS & CHA	239.73	239.73

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
10/24	10/03/2024	222152	9851	UNDERGROUND SERVIC	TECHNICAL SERVICES-WATER	1307012024	2	7110-430-42-48	TAXES, FEES, PERMITS & CHA	239.73	239.73
Total 1307012024:											
10/24	10/03/2024	222153	7111	VALERIE EDWARDS	REIMBURSE PANEL DEPOSIT	092624	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 092624:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES- GAS	61356910	1	7401-430-62-46	SUPPLIES-GENERAL	297.16	297.16
Total 61356910:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-STREETS	61380400	1	2007-431-20-46	SUPPLIES-GENERAL	493.83	493.83
Total 61380400:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61408585	1	7110-430-42-46	SUPPLIES-GENERAL	1,868.56	1,868.56
Total 61408585:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61409571	1	7110-430-42-46	SUPPLIES-GENERAL	217.52	217.52
Total 61409571:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	61415861	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	208.68	208.68
Total 61415861:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES- GAS	61415878	1	7401-430-62-46	SUPPLIES-GENERAL	92.32	92.32
Total 61415878:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61419550	1	7110-430-42-46	SUPPLIES-GENERAL	199.01	199.01
Total 61419550:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61420780	1	7110-430-42-46	SUPPLIES-GENERAL	416.73	416.73

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor				Page: 19		
					Check Issue Dates: 10/3/2024 - 10/3/2024				Oct 03, 2024 11:44AM		
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 61420780:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES- GAS	61422649	1	7401-430-62-46	SUPPLIES-GENERAL	416.73	416.73
Total 61422649:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	METER BOXES-WATER	61438401	1	7110-430-42-46	SUPPLIES-GENERAL	122.17	122.17
Total 61438401:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61441536	1	7110-430-42-46	SUPPLIES-GENERAL	407.44	407.44
Total 61441536:											
10/24	10/03/2024	222154	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	61443589	1	1011-452-20-46	SUPPLIES-SMALL TOOLS	7.83	7.83
Total 61443589:											
10/24	10/03/2024	222155	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	177353	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	13.26	13.26
Total 177353:											
Grand Totals:											
										109.39	109.39
										204,163.44	204,163.44

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
10/24	10/09/2024	222156	9432	ALL SEASON HEATING	#0036 WOODSMOKE REDUCTI	100724	1	8407-430-10-48	GRANTS	3,000.00	3,000.00
Total 100724:											
10/24	10/09/2024	222157	9064	L	TRAVEL SAN DIEGO 10/13/24-10	091624	1	1009-421-10-45	TRAINING	255.00	255.00
Total 091624:											
10/24	10/09/2024	222158	10981	ALSCO INC	UNIFORMS-PW	LREN1969437	1	7620-430-10-44	LINEN SERVICE	35.53	35.53
Total LREN1969437:											
10/24	10/09/2024	222158	10981	ALSCO INC	UNIFORMS-STREETS	LREN1969438	1	2007-431-20-44	LINEN SERVICE	62.63	62.63
Total LREN1969438:											
10/24	10/09/2024	222158	10981	ALSCO INC	UNIFORMS-GAS	LREN1969439	1	7401-430-82-44	LINEN SERVICES	82.80	82.80
Total LREN1969439:											
10/24	10/09/2024	222158	10981	ALSCO INC	UNIFORMS-WATER	LREN1969440	1	7110-430-42-44	LINEN SERVICE	82.46	82.46
10/24	10/09/2024	222158	10981	ALSCO INC	UNIFORMS-PW	LREN1969440	2	7620-430-10-44	LINEN SERVICE	10.00	10.00
Total LREN1969440:											
10/24	10/09/2024	222158	10981	ALSCO INC	UNIFORMS-PARKS	LREN1969441	1	1011-452-20-44	LINEN SERVICES	92.46	92.46
Total LREN1969441:											
10/24	10/09/2024	222158	10981	ALSCO INC	UNIFORMS-PW	LREN1969442	1	7620-430-10-44	LINEN SERVICE	79.00	79.00
10/24	10/09/2024	222158	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1969442	2	7620-430-10-46	SUPPLIES-JANITORIAL	80.27	80.27
Total LREN1969442:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	DOYEL CLEAN UP	176277345U037	1	8404-430-15-48	GRANTS	159.27	159.27
Total 176277345U037:											
Total 8404-430-15-48:											
Total 384.20:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/9/2024 - 10/9/2024

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 176277345U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	1205 MAIN STREET- STREETS	176277555U037	1	2007-431-20-44	DISPOSAL	384.20	384.20
Total 176277555U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	819 MAIN STREET- STREETS	176277557U037	1	2007-431-20-44	DISPOSAL	193.63	193.63
Total 176277557U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	801 MAIN STREET- STREETS	176277558U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277558U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	701 MAIN STREET- STREETS	176277559U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277559U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	611 MAIN STREET- STREETS	176277562U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277562U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	400 MAIN STREET- STREETS	176277563U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277563U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	626 MAIN ST-STREETS	176277565U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277565U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	176277566U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277566U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	1000 MAIN ST-STREETS	176277567U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277567U037:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/9/2024 - 10/9/2024

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
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	700 MAIN STREET- STREETS	176277568U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277568U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	822 MAIN STREET- STREETS	176277569U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277569U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	950 MAIN STREET- STREETS	176277570U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277570U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	176277764U037	1	1009-421-10-44	DISPOSAL	223.41	223.41
Total 176277764U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	900 MAIN ST-STREETS	176277849U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277849U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	1408 MAIN ST-STREETS	176277850U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277850U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	1616 MAIN STREET-STREETS	176277851U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277851U037:											
10/24	10/09/2024	222159	1307	C&S WASTE SOLUTIONS	65 N LASSEN ST-STREETS	176277867U037	1	2007-431-20-44	DISPOSAL	52.68	52.68
Total 176277867U037:											
10/24	10/09/2024	222160	1307	C&S WASTE SOLUTIONS	SPAULDING GREENWASTE CL	176277377U037	1	8404-430-15-48	GRANTS	381.08	381.08
Total 176277377U037:											
10/24	10/09/2024	222161	1116	CALIFORNIA BUILDING S	3RD QTR SB FEES 2024	100824	1	1011-2205-006	DEPOSIT PAYABLE-SB 1473	160.00	160.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/9/2024 - 10/9/2024

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 100824:											
10/24	10/09/2024	222162	986	CARLSON'S TIRE PROS	REPAIR & MAINT-PARKS	2204	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	160.00	160.00
Total 2204:											
10/24	10/09/2024	222162	986	CARLSON'S TIRE PROS	REPAIR & MAINT-WATER	2773	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	70.00	70.00
Total 2773:											
10/24	10/09/2024	222162	986	CARLSON'S TIRE PROS	REPAIR & MAINT-WATER	3507	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	282.25	282.25
Total 3507:											
10/24	10/09/2024	222163	11205		REFUND GAS DEPOSIT	10320200043	1	7401-2228-000	DEPOSITS-CUSTOMER	944.06	944.06
Total 10320200043:											
10/24	10/09/2024	222164	148	COMPUTER LOGISTICS	24/25 FY CONTRACT MANAGED	85559	1	1000-417-10-43	TECHNICAL SVCS	5.13	5.13
Total 85559:											
10/24	10/09/2024	222165	152	COUSO TECHNOLOGY &	HOSTING & MAINT WEBSITE	5389	1	1000-417-10-43	TECHNICAL SVCS	5,681.90	5,681.90
Total 5389:											
10/24	10/09/2024	222166	161	CSK AUTO INC	AIR FILTER-GAS	2740131232	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	560.00	560.00
Total 2740131232:											
10/24	10/09/2024	222166	161	CSK AUTO INC	AIR FILTER-GAS	2740131233	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	366.67	366.67
Total 2740131233:											
10/24	10/09/2024	222166	161	CSK AUTO INC	GLOVES-GAS	2740131817	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	72.34	72.34
10/24	10/09/2024	222166	161	CSK AUTO INC	GLOVES-WATER	2740131817	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	18.51	18.51
10/24	10/09/2024	222166	161	CSK AUTO INC	GLOVES-STREETS SB1	2740131817	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	18.50	18.50

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 5			
				Check Issue Dates: 10/9/2024 - 10/9/2024				Oct 09, 2024 11:50AM			
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 2740131817:											
10/24	10/09/2024	222166	161	CSK AUTO INC	CREDIT-GAS	2740131857	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	44.21-	44.21-
Total 2740131857:											
10/24	10/09/2024	222167	11206		REFUND WATER DEPOSIT	10307900005	1	7110-2228-000	DEPOSITS-CUSTOMER	37.69	37.69
Total 10307900005:											
10/24	10/09/2024	222168	182	DEPARTMENT OF CONS	3RD QUARTER SMIP FEE REPO	100224	1	1011-2205-003	DEPOSITS-STRONG MOTION P	249.51	249.51
Total 100224:											
10/24	10/09/2024	222169	194	DIAMOND SAW SHOP IN	REPAIR & MAINT-GAS	20467	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	55.71	55.71
Total 20467:											
10/24	10/09/2024	222169	194	DIAMOND SAW SHOP IN	REPAIR & MAINT-STREETS-SB-	20468	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	40.00	40.00
Total 20468:											
10/24	10/09/2024	222170	194	DIAMOND SAW SHOP IN	SAW PARTS-STREETS	20494	1	2007-431-20-46	SUPPLIES-GENERAL	1,200.00	1,200.00
Total 20494:											
10/24	10/09/2024	222171	198	DITCH WITCH EQUIPMEN	REPAIR & MAINT-WATER	923424	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	1,261.48	1,261.48
Total 923424:											
10/24	10/09/2024	222172	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WWW	475351A	1	7301-430-52-43	PROFESSIONAL SVC	898.00	898.00
Total 475351A:											
10/24	10/09/2024	222172	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	478403A	1	7110-430-42-43	PROFESSIONAL SVCS	117.00	117.00
Total 478403A:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 6					
Check Issue Dates: 10/9/2024 - 10/9/2024												Oct 09, 2024 11:50AM	
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount		
10/24	10/09/2024	222172	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	478754A	1	7110-430-42-43	PROFESSIONAL SVCS	270.00	270.00		
Total 478754A:												270.00	270.00
10/24	10/09/2024	222172	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	478903A	1	7110-430-42-43	PROFESSIONAL SVCS	141.00	141.00		
Total 478903A:												141.00	141.00
10/24	10/09/2024	222173	11175		REFUND GAS DEPOSIT	10112900123	1	7401-2228-000	DEPOSITS-CUSTOMER	197.97	197.97		
Total 10112900123:												197.97	197.97
10/24	10/09/2024	222174	10707	GLADWELL GOVERNME	SUBSCRIPTION-CITY CLERK	5444	1	1000-411-40-43	PROFESSIONAL SVCS	750.00	750.00		
Total 5444:												750.00	750.00
10/24	10/09/2024	222175	328	INDEPENDENT BUSINES	CREDIT ON LASER CKS	43166	1	1000-415-10-46	SUPPLIES-GENERAL	72.03-	72.03-		
Total 43166:												72.03-	72.03-
10/24	10/09/2024	222175	328	INDEPENDENT BUSINES	LASER A/P CHECKS	43462	1	1000-415-10-46	SUPPLIES-GENERAL	699.62	699.62		
Total 43462:												699.62	699.62
10/24	10/09/2024	222176	1362	IRON MOUNTAIN INFO. M	CITY HALL SHREDDING	JVRC451	1	1000-417-10-43	PROFESSIONAL SVCS	126.24	126.24		
Total JVRC451:												126.24	126.24
10/24	10/09/2024	222177	11207		REFUND OVERPAYMENT 419 P	10506350249	1	9999-1001-001	CASH CLEARING - UTILITIES	7.00	7.00		
Total 10506350249:												7.00	7.00
10/24	10/09/2024	222178	8861		REFUND WATER OVERPAYMEN	092424	1	9999-1001-001	CASH CLEARING - UTILITIES	22.44	22.44		
Total 092424:												22.44	22.44
10/24	10/09/2024	222179	5027		REFUND GAS OVERPAYMENT P	100824	1	9999-1001-001	CASH CLEARING - UTILITIES	68.52	68.52		

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 7	
										Check Issue Dates: 10/9/2024 - 10/9/2024		Oct 09, 2024 11:50AM	
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 100824:													
10/24	10/09/2024	222180	1321	LAW OFFICES OF GREG	PROFESSIONAL SERVICES-AIR	12828	1	7620-430-11-43	PROFESSIONAL SERVICES	830.00	830.00		
Total 12828:													
10/24	10/09/2024	222181	425	LES SCHWAB TIRE CENT	REPAIR & MAINT-STREETS SB1	60400445800	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	49.00	49.00		
Total 60400445800:													
10/24	10/09/2024	222182	437	LMUD	1801 MAIN ST POLICE STATION	8314 092524	1	1009-421-10-46	ELECTRICITY	1,342.27	1,342.27		
Total 8314 092524:													
10/24	10/09/2024	222183	480	MINERS & PISANI INC	GAS METER	IN-024035	1	7401-1410-003	INVENTORY-GAS METERS	2,743.27	2,743.27		
Total IN-024035:													
10/24	10/09/2024	222184	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1281625	1	7401-430-82-43	TECHNICAL SVCS	86.32	86.32		
10/24	10/09/2024	222184	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1281625	2	7110-430-42-43	TECHNICAL SVCS	86.31	86.31		
Total 1281625:													
10/24	10/09/2024	222185	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-CI	58020 093024	1	1000-417-10-45	COMMUNICATIONS	768.00	768.00		
Total 58020 093024:													
10/24	10/09/2024	222185	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	68444 093024	1	7620-430-10-45	COMMUNICATIONS	371.43	371.43		
Total 68444 093024:													
10/24	10/09/2024	222185	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-FD	69319 093024	1	1010-422-10-45	COMMUNICATIONS	307.05	307.05		
Total 69319 093024:													
10/24	10/09/2024	222186	9689	PRENTICE LONG & EPPE	ATTORNEY CONTRACT 24/25 F	6990	1	1000-412-10-43	PROFESSIONAL SVCS	6,500.00	6,500.00		

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 8			
				Check Issue Dates: 10/9/2024 - 10/9/2024				Oct 09, 2024 11:50AM			
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 6990:											
10/24	10/09/2024	222187	8769		RETURN OF FACILITY RENTAL	092924	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00
Total 092924:											
10/24	10/09/2024	222188	1217		SERVICE AGREEMENT 24/25 FY	504	1	7530-451-52-43	PROFESSIONAL SERVICES	4,000.00	4,000.00
Total 504:											
10/24	10/09/2024	222189	1270	SILVER STATE BARRICA	SIGNS-STREETS SB-1	056652	1	2005-431-20-46	SUPPLIES-GENERAL	81.50	81.50
Total 056652:											
10/24	10/09/2024	222189	1270	SILVER STATE BARRICA	PAINT-STREETS SB-1	056679	1	2005-431-20-46	SUPPLIES-GENERAL	58.08	58.08
Total 056679:											
10/24	10/09/2024	222190	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS SB1	528698	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	37.00	37.00
Total 528698:											
10/24	10/09/2024	222190	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS	529219	1	2007-431-20-46	SUPPLIES-GENERAL	9.72	9.72
Total 529219:											
10/24	10/09/2024	222191	10905		RETURN OF FACILITY RENTAL	092924	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00
Total 092924:											
10/24	10/09/2024	222192	10821	UBEO WEST LLC	COPIER CITY HALL	4654821	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	497.32	497.32
10/24	10/09/2024	222192	10821	UBEO WEST LLC	COPIER PD	4654821	2	1009-421-10-44	RENT & LEASES EQUIP & VEHI	205.01	205.01
Total 4654821:											
10/24	10/09/2024	222193	11208		TRAVEL SALT LAKE CITY 10/14/	091624	1	1000-415-10-45	TRAINING	281.92	281.92

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 9					
Check Issue Dates: 10/9/2024 - 10/9/2024												Oct 09, 2024 11:50AM	
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 091624:												281.92	281.92
10/24	10/09/2024	222194	749	VERIZON WIRELESS	CELLULAR PHONES - FD	9974123652	1	1010-422-10-45	COMMUNICATIONS	339.80	339.80		
10/24	10/09/2024	222194	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CO	9974123652	2	1000-411-10-45	COMMUNICATIONS	167.76	167.76		
10/24	10/09/2024	222194	749	VERIZON WIRELESS	CELLULAR PHONES - PD	9974123652	3	1009-421-10-45	COMMUNICATIONS	41.94	41.94		
10/24	10/09/2024	222194	749	VERIZON WIRELESS	CELLULAR PHONES - ECON. D	9974123652	4	1000-465-10-45	COMMUNICATIONS	41.94	41.94		
Total 9974123652:												591.44	591.44
10/24	10/09/2024	222195	770	WESTERN NEVADA SUP	SUPPLIES- WATER	61381609	1	7110-430-42-46	SUPPLIES-GENERAL	291.17	291.17		
Total 61381609:												291.17	291.17
10/24	10/09/2024	222195	770	WESTERN NEVADA SUP	SUPPLIES- GAS	61441507	1	7401-430-62-46	SUPPLIES-GENERAL	304.75	304.75		
Total 61441507:												304.75	304.75
10/24	10/09/2024	222195	770	WESTERN NEVADA SUP	SUPPLIES- WATER	61451486	1	7110-430-42-46	SUPPLIES-GENERAL	209.01	209.01		
Total 61451486:												209.01	209.01
10/24	10/09/2024	222195	770	WESTERN NEVADA SUP	SUPPLIES- WATER	61452029	1	7110-430-42-46	SUPPLIES-GENERAL	49.41	49.41		
Total 61452029:												49.41	49.41
Grand Totals:												39,778.39	39,778.39

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: 10/17/2024 - 10/17/2024Page: 1
Oct 17, 2024 10:08AM

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/17/2024	222218	981	ALLIANT INSURANCE SE	SPECIAL EVENT LIABILITY INSU	2843504	1	7630-411-40-45	INSURANCE-LIABILITY	68.00	68.00
Total 2843504:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PW	LREN1971117	1	7620-430-10-44	LINEN SERVICE	35.00	35.00
Total LREN1971117:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-STREETS	LREN1971118	1	2007-431-20-44	LINEN SERVICE	62.63	62.63
Total LREN1971118:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-GAS	LREN1971119	1	7401-430-62-44	LINEN SERVICES	100.76	100.76
Total LREN1971119:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PW	LREN1971120	1	7620-430-10-44	LINEN SERVICE	10.00	10.00
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-WATER	LREN1971120	2	7110-430-42-44	LINEN SERVICE	82.46	82.46
Total LREN1971120:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PARKS	LREN1971121	1	1011-452-20-44	LINEN SERVICES	44.40	44.40
Total LREN1971121:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PW	LREN1971122	1	7620-430-10-44	LINEN SERVICE	68.00	68.00
10/24	10/17/2024	222219	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1971122	2	7620-430-10-46	SUPPLIES-JANITORIAL	68.92	68.92
Total LREN1971122:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PW	LREN1972762	1	7620-430-10-44	LINEN SERVICE	136.92	136.92
Total LREN1972762:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-STREETS	LREN1972763	1	2007-431-20-44	LINEN SERVICE	35.53	35.53
Total LREN1972763:											
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-STREETS	LREN1972763	1	2007-431-20-44	LINEN SERVICE	54.78	54.78

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor			Page: 2	
										Check Issue Dates: 10/17/2024 - 10/17/2024			Oct 17, 2024 10:08AM	
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 LREN1972763:														
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-GAS	LREN1972764	1	7401-430-62-44	LINEN SERVICES	54.78	54.78			
Total LREN1972764:														
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-WATER	LREN1972765	1	7110-430-42-44	LINEN SERVICE	82.46	82.46			
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PW	LREN1972765	2	7620-430-10-44	LINEN SERVICE	10.00	10.00			
Total LREN1972765:														
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PARKS	LREN1972766	1	1011-452-20-44	LINEN SERVICES	92.46	92.46			
Total LREN1972766:														
10/24	10/17/2024	222219	10981	ALSCO INC	UNIFORMS-PW	LREN1972767	1	7620-430-10-44	LINEN SERVICE	93.77	93.77			
10/24	10/17/2024	222219	10981	ALSCO INC	JANITORIAL SUPPLIES-PW	LREN1972767	2	7620-430-10-46	SUPPLIES-JANITORIAL	65.50	65.50			
Total LREN1972767:														
10/24	10/17/2024	222220	10491		SCORE LONG RANGE PLANNIN	100724	1	1000-415-10-45	TRAINING	159.27	159.27			
Total 100724:														
10/24	10/17/2024	222221	11209	CIVICPLUS LLC	WEBSITE REDESIGN & HOSTIN	317501	1	1000-417-10-43	TECHNICAL SVCS	212.36	212.36			
Total 317501:														
10/24	10/17/2024	222222	161	CSK AUTO INC	REPAIR & MAINT-GC	2740132546	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	24,949.99	24,949.99			
Total 2740132546:														
10/24	10/17/2024	222222	161	CSK AUTO INC	CREDIT-GC	2740132550	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	62.74	62.74			
Total 2740132550:														
10/24	10/17/2024	222223	173	DATCO SERVICES	DRUG TEST	10-234279	1	1000-416-10-43	TECHNICAL SVCS	5.63-	5.63-			
Total 10-234279:														
Total 60.00:														

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 3					
Check Issue Dates: 10/17/2024 - 10/17/2024												Oct 17, 2024 10:08AM	
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount		
Total 10-234279:												60.00	60.00
10/24	10/17/2024	222223	173	DATCO SERVICES	SUBSTANCE TEST	1882223	1	1000-416-10-43	TECHNICAL SVCS	525.60	525.60		
Total 1882223:												525.60	525.60
10/24	10/17/2024	222224	11210	DXP ENTERPRISES INC	SUPPLIES-WATER	54650672	1	7110-430-42-46	SUPPLIES-GENERAL	1,228.48	1,228.48		
Total 54650672:												1,228.48	1,228.48
10/24	10/17/2024	222225	219	ED STAUB & SONS PETR	OIL-WATER	11435488	1	7110-430-42-46	SUPPLIES-GENERAL	840.04	840.04		
Total 11435488:												840.04	840.04
10/24	10/17/2024	222225	219	ED STAUB & SONS PETR	78.10 GAL UNLEADED	11455783	1	7530-451-52-46	GASOLINE	318.20	318.20		
Total 11455783:												318.20	318.20
10/24	10/17/2024	222225	219	ED STAUB & SONS PETR	250.50 GAL UNLEADED	11459496	1	7530-451-52-46	GASOLINE	996.70	996.70		
Total 11459496:												996.70	996.70
10/24	10/17/2024	222226	10980	EVERGREEN/UNI LLC	TAXES & FEES-GEO	1009502	1	7301-430-52-48	TAXES, FEES, PERMITS & CHA	250.00	250.00		
Total 1009502:												250.00	250.00
10/24	10/17/2024	222226	10980	EVERGREEN/UNI LLC	TAXES & FEES-GEO	1009503	1	7301-430-52-48	TAXES, FEES, PERMITS & CHA	250.00	250.00		
Total 1009503:												250.00	250.00
10/24	10/17/2024	222227	257	FOREST OFFICE EQUIPM	COPIES-PW	INV-6915	1	7620-430-10-45	PRINTING AND BINDING	9.33	9.33		
Total INV-6915:												9.33	9.33
10/24	10/17/2024	222228	265	FRONTIER	257-1887 BACKUP	1887 100124	1	1000-417-10-45	COMMUNICATIONS	113.33	113.33		
Total 1887 100124:												113.33	113.33

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 4					
Check Issue Dates: 10/17/2024 - 10/17/2024												Oct 17, 2024 10:08AM	
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount		
10/24	10/17/2024	222228	265	FRONTIER	257-2520 GOLF COURSE	2520 100124	1	7530-451-52-45	COMMUNICATIONS	308.61	308.61		
Total 2520 100124:													
10/24	10/17/2024	222228	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 100524	1	1000-417-10-45	COMMUNICATIONS	308.61	308.61		
Total 2960 100524:													
10/24	10/17/2024	222229	1019	HONEY LAKE VALLEY RE	PROFESSIONAL SVC GRANT M	2024111	1	2050-430-20-43	PROFESSIONAL SVCS	825.00	825.00		
Total 2024111:													
10/24	10/17/2024	222230	10099	INTERNATIONAL LEAGU	MEMBERSHIP DUES	00912-130C 102924	1	1000-417-10-48	DUES AND MEMBERSHIPS	250.00	250.00		
Total 00912-130C 102924:													
10/24	10/17/2024	222231	9081		SHERMAN BLOCK LEADERSHIP	100824	1	1009-421-10-45	TRAINING	301.00	301.00		
Total 100824:													
10/24	10/17/2024	222232	9081		REIM PERSONAL C.C PURCHA	101624	1	1009-421-10-45	TRAINING	41.68	41.68		
Total 101624:													
10/24	10/17/2024	222233	11094	LASSEN IRRIGATION CO	PROP 1-IRWMP JOHNSTONVILL	2023-134(6)	1	2050-430-20-44	SUBRECIPIENT AGREEMENTS	34,806.00	34,806.00		
Total 2023-134(6):													
10/24	10/17/2024	222233	11094	LASSEN IRRIGATION CO	PROP 1-IRWMP JOHNSTONVILL	2023-134(7)	1	2050-430-20-44	SUBRECIPIENT AGREEMENTS	49,373.00	49,373.00		
Total 2023-134(7):													
10/24	10/17/2024	222233	11094	LASSEN IRRIGATION CO	PROP 1-IRWMP JOHNSTONVILL	2023-134(8)	1	2050-430-20-44	SUBRECIPIENT AGREEMENTS	39,030.00	39,030.00		
Total 2023-134(8):													
10/24	10/17/2024	222234	467	METER VALVE & CONTR	BATTERY PACK-GAS	INV-006976	1	7401-430-62-47	MACHINERY & EQUIPMENT	1,376.90	1,376.90		

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor				Page: 5		
					Check Issue Dates: 10/17/2024 - 10/17/2024				Oct 17, 2024 10:08AM		
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 INV-006976:											
10/24	10/17/2024	222235	480	MINERS & PISANI INC	NATURAL GAS METER PURCHA	IN-023504	1	7401-430-63-47	MACHINERY & EQUIPMENT	1,376.90	1,376.90
Total IN-023504:											
10/24	10/17/2024	222236	10403	MINTIER HARNISH LP	PROFESSIONAL SVC	SUSANVILLEHE-GPU-03	1	1011-419-11-43	PROFESSIONAL SVCS	2,062.78	2,062.78
Total SUSANVILLEHE-GPU-03:											
10/24	10/17/2024	222237	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN-2024-9	1	8402-413-30-45	PRINTING AND BINDING	80.60	80.60
10/24	10/17/2024	222237	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN-2024-9	2	8402-413-30-45	COMMUNICATIONS	30.00	30.00
10/24	10/17/2024	222237	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN-2024-9	3	8402-413-30-43	LAFCO EXEC. OFFICE SVC	3,500.00	3,500.00
10/24	10/17/2024	222237	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN-2024-9	4	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,550.00	1,550.00
Total LASSEN-2024-9:											
10/24	10/17/2024	222238	572	QUILL CORPORATION	SUPPLIES-FINANCE	40864191	1	1000-415-10-46	SUPPLIES-GENERAL	25.97	25.97
Total 40864191:											
10/24	10/17/2024	222239	1296	RENTAL GUYS	VAC TRAILER LEAD INVENTOR	1006072-5	1	7110-430-42-46	SUPPLIES-GENERAL	35.25	35.25
Total 1006072-5:											
10/24	10/17/2024	222239	1296	RENTAL GUYS	VAC TRAILER LEAD INVENTOR	1006072-5	1	7110-430-42-44	RENT & LEASES EQUIP & VEHI	5,591.30	5,591.30
Total 1006072-5:											
10/24	10/17/2024	222239	1296	RENTAL GUYS	SUPPLIES-WATER	1006072A-5	1	7110-430-42-46	SUPPLIES-GENERAL	12.99	12.99
Total 1006072A-5:											
10/24	10/17/2024	222240	10977		REFUND WATER DEPOSIT	10516450006	1	7110-2228-000	DEPOSITS-CUSTOMER	23.45	23.45
Total 10516450006:											
10/24	10/17/2024	222241	76	SUSANVILLE ACE HARD	PAINT-PW	528543	1	7620-430-10-46	SUPPLIES-GENERAL	21.41	21.41

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/17/2024 - 10/17/2024

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 528543:											
10/24	10/17/2024	222241	76	SUSANVILLE ACE HARD	PAINT-STREETS	529200	1	2007-431-20-46	SUPPLIES-GENERAL	21.41	21.41
Total 529200:											
10/24	10/17/2024	222241	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS	529213	1	2007-431-20-46	SUPPLIES-GENERAL	42.65	42.65
Total 529213:											
10/24	10/17/2024	222242	11000		REIMBURSEMENT FOR TRAVEL	101624	1	1000-465-10-45	TRAVEL	70.11	70.11
Total 101624:											
10/24	10/17/2024	222243	530	U.S. BANK EQUIPMENT F	UPSTAIRS COPIER CITY HALL	539895973	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	47.50	47.50
Total 539895973:											
10/24	10/17/2024	222244	11211	USA BLUEBOOK	SUPPLIES-WATER	INV00475165	1	7110-430-42-46	SUPPLIES-GENERAL	400.56	400.56
Total INV00475165:											
10/24	10/17/2024	222244	11211	USA BLUEBOOK	SUPPLIES-WATER	INV00497397	1	7110-430-42-46	SUPPLIES-GENERAL	284.08	284.08
Total INV00497397:											
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - ADMIN	9975205818	1	1000-413-20-45	COMMUNICATIONS	836.77	836.77
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9975205818	2	1011-424-20-45	COMMUNICATIONS	64.49	64.49
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9975205818	3	1011-452-20-45	COMMUNICATIONS	99.91	99.91
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - ECON. D	9975205818	4	1011-425-20-45	COMMUNICATIONS	104.53	104.53
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	9975205818	5	7401-430-82-45	COMMUNICATIONS	20.22	20.22
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9975205818	6	7620-430-11-45	COMMUNICATIONS	236.12	236.12
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - WATER	9975205818	7	7110-430-42-45	COMMUNICATIONS	104.38	104.38
10/24	10/17/2024	222245	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9975205818	8	7620-430-10-45	COMMUNICATIONS	87.32	87.32
Total 9975205818:										1,379.67	1,379.67
10/24	10/17/2024	222246	770	WESTERN NEVADA SUP	SUPPLIES-GC	61438295	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	2,096.64	2,096.64
										91.06	91.06

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 7					
Check Issue Dates: 10/17/2024 - 10/17/2024												Oct 17, 2024 10:08AM	
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 61438295:												91.06	91.06
10/24	10/17/2024	222246	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61456770	1	7110-430-42-47	MACHINERY AND EQUIPMENT	62.69	62.69		
Total 61456770:												62.69	62.69
10/24	10/17/2024	222246	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61458268	1	7110-430-42-46	SUPPLIES-GENERAL	187.88	187.88		
Total 61458268:												187.88	187.88
10/24	10/17/2024	222246	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61462545	1	7110-430-42-46	SUPPLIES-GENERAL	3.06	3.06		
Total 61462545:												3.06	3.06
10/24	10/17/2024	222246	770	WESTERN NEVADA SUP	SUPPLIES-STREETS	61467380	1	2007-431-20-46	SUPPLIES-GENERAL	9.94	9.94		
Total 61467380:												9.94	9.94
10/24	10/17/2024	222246	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61471109	1	7110-430-42-46	SUPPLIES-GENERAL	187.08	187.08		
Total 61471109:												187.08	187.08
Grand Totals:												176,680.56	176,680.56

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
10/24	10/18/2024	222500	728	U.S. POSTMASTER	UB BILLING GAS	10182024	1	7401-430-62-46	POSTAGE	432.59	432.59
10/24	10/18/2024	222500	728	U.S. POSTMASTER	UB BILLING WATER	10182024	2	7110-430-42-46	POSTAGE	839.71	839.71
Total 10182024:										1,272.30	1,272.30
Grand Totals:										1,272.30	1,272.30

Report Criteria:

Report type: GL detail

Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/24/2024	222503	9432	ALL SEASON HEATING	#0047 WOODSMOKE REDUCTI	102224	1	8407-430-10-48	GRANTS	5,000.00	5,000.00
Total 102224:											
10/24	10/24/2024	222504	11215		REFUND GAS DEPOSIT	10310460112	1	7401-2228-000	DEPOSITS-CUSTOMER	119.64	119.64
Total 10310460112:											
10/24	10/24/2024	222505	10981	ALSCO INC	UNIFORMS-PARKS	LREN1968274	1	1011-452-20-44	LINEN SERVICES	32.18	32.18
Total LREN1968274:											
10/24	10/24/2024	222506	98	CALIFORNIA ASSOCIATI	DUES AND MEMBERSHIP 10/24-	101024	1	7630-411-40-45	INSUR.FIRE SALARY PROTECTI	413.00	413.00
Total 101024:											
10/24	10/24/2024	222507	986	CARLSON'S TIRE PROS	TIRE SERVICES-PW	4134	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	140.00	140.00
Total 4134:											
10/24	10/24/2024	222508	1351	CONTINUING EDUCATIO	CA MUNICIPAL LAW HANDBOO	IN00159303	1	1000-411-40-46	BOOKS AND PERIODICALS	607.24	607.24
Total IN00159303:											
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-PARKS	2740131849	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	84.87	84.87
Total 2740131849:											
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-PARKS	2740131924	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	210.99	210.99
Total 2740131924:											
10/24	10/24/2024	222509	161	CSK AUTO INC	STABILIZER-PARK	2740131927	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	18.39	18.39

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/24/2024 - 10/24/2024

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 2740131927:											
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-WATER	2740132426	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	18.39	18.39
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740132426	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	32.33	32.33
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-STREETS	2740132426	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	32.33	32.33
Total 2740132426:											
10/24	10/24/2024	222509	161	CSK AUTO INC	CREDIT-WATER	2740132572	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	96.98	96.98
10/24	10/24/2024	222509	161	CSK AUTO INC	CREDIT-GAS	2740132572	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	14.06-	14.06-
10/24	10/24/2024	222509	161	CSK AUTO INC	CREDIT- STREETS	2740132572	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	14.06-	14.08-
Total 2740132572:											
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740132780	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	42.20-	42.20-
Total 2740132780:											
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-WATER	2740132782	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	60.40	60.40
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-GAS	2740132782	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	9.73	9.73
10/24	10/24/2024	222509	161	CSK AUTO INC	REPAIR & MAINT-STREETS	2740132782	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	9.73	9.73
Total 2740132782:											
10/24	10/24/2024	222509	161	CSK AUTO INC	MEGACRIMP-GAS	2740133008	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	9.75	9.75
Total 2740133008:											
10/24	10/24/2024	222509	161	CSK AUTO INC	MEGACRIMP-GAS	2740133026	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	29.21	29.21
Total 2740133026:											
10/24	10/24/2024	222509	161	CSK AUTO INC	HEADLIGHTS-WATER	2740134115	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	9.65	9.65
Total 2740134115:											
10/24	10/24/2024	222509	161	CSK AUTO INC	SPARK PLUG-PW	2740134630	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	9.65	9.65
Total 2740134630:											
10/24	10/24/2024	222509	161	CSK AUTO INC	SPARK PLUG-PW	2740134630	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	101.30	101.30
Total 2740134630:											
10/24	10/24/2024	222509	161	CSK AUTO INC	SPARK PLUG-PW	2740134630	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	57.75	57.75

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/24/2024 - 10/24/2024

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 2740134630:											
10/24	10/24/2024	222509	161	CSK AUTO INC	AIR & OIL FILTER-WATER	2740135642	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	57.75	57.75
Total 2740135642:											
10/24	10/24/2024	222509	161	CSK AUTO INC	OIL DRAIN PLUG-WATER	2740135680	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	77.29	77.29
Total 2740135680:											
10/24	10/24/2024	222510	11220		REIMBURSE DEPOSIT FOR CO	102224	1	1000-2228-009	DEPOSITS-COMM CENTER RE	3.41	3.41
Total 102224:											
10/24	10/24/2024	222511	184	DEPARTMENT OF JUSTI	FINGERPRINTS	767183	1	1000-416-10-45	FINGERPRINTING SERVICES	55.00	55.00
Total 767183:											
10/24	10/24/2024	222512	194	DIAMOND SAW SHOP IN	REPAIR & MAINT-PARKS	20497	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	32.00	32.00
Total 20497:											
10/24	10/24/2024	222512	194	DIAMOND SAW SHOP IN	REPAIR & MAINT-WATER	20513	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	75.90	75.90
Total 20513:											
10/24	10/24/2024	222513	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	100624	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	64.81	64.81
Total 100624:											
10/24	10/24/2024	222514	219	ED STAUB & SONS PETR	4950 GAL UNLEADED	11476453	1	1000-1410-001	INVENTORIES-GASOLINE	60.00	60.00
Total 11476453:											
10/24	10/24/2024	222514	219	ED STAUB & SONS PETR	29.03 GAL PROPANE-AIRPORT	11491017	1	7201-430-81-46	PROPANE	18,045.53	18,045.53
Total 11491017:											
10/24	10/24/2024	222514	219	ED STAUB & SONS PETR	29.03 GAL PROPANE-AIRPORT	11491017	1	7201-430-81-46	PROPANE	87.51	87.51
Total 11491017:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor				Page: 4		
					Check Issue Dates: 10/24/2024 - 10/24/2024				Oct 24, 2024 11:43AM		
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/24	10/24/2024	222515	234	EVERY BLOOMIN THING	SUPPLIES-PARKS	181853183	1	1011-452-21-46	SUPPLIES-GENERAL	85.76	85.76
Total 181853183:											85.76
10/24	10/24/2024	222516	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	478753A	1	7110-430-42-43	PROFESSIONAL SVCS	250.00	250.00
Total 478753A:											250.00
10/24	10/24/2024	222516	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	479122A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 479122A:											117.00
10/24	10/24/2024	222516	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	479290A	1	7110-430-42-43	TECHNICAL SVCS	29.00	29.00
Total 479290A:											29.00
10/24	10/24/2024	222517	257	FOREST OFFICE EQUIPM	GRAPHIC DESIGN FOR BADGE	INV-6739	1	1010-422-10-43	TECHNICAL SVCS	45.00	45.00
Total INV-6739:											45.00
10/24	10/24/2024	222517	257	FOREST OFFICE EQUIPM	PRINTING & BINDING-FD	INV-6763	1	1010-422-10-45	PRINTING AND BINDING	215.68	215.68
Total INV-6763:											215.68
10/24	10/24/2024	222518	265	FRONTIER	251-0015-PD	0015 100824	1	1009-421-10-45	COMMUNICATIONS	105.64	105.64
Total 0015 100824:											105.64
10/24	10/24/2024	222518	265	FRONTIER	257-1033-PARKS	1033 100524	1	1011-452-20-45	COMMUNICATIONS	168.77	168.77
Total 1033 100524:											168.77
10/24	10/24/2024	222518	265	FRONTIER	257-3292 MUSEUM	3292 101024	1	1011-451-80-45	COMMUNICATION	132.23	132.23
Total 3292 101024:											132.23
10/24	10/24/2024	222518	265	FRONTIER	257-7098 NATURAL GAS	7098 100124	1	7401-430-62-45	COMMUNICATIONS	97.98	97.98

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 5			
				Check Issue Dates: 10/24/2024 - 10/24/2024				Oct 24, 2024 11:43AM			
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 7098 100124:											
10/24	10/24/2024	222519	756	GRAINGER INC	REPAIR & MAINT-STREETS SB1	9268600013	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	120.83	120.83
Total 9268600013:											
10/24	10/24/2024	222520	11221		REFUND GAS DEPOSIT	10104700106	1	7401-2228-000	DEPOSITS-CUSTOMER	192.32	192.32
Total 10104700106:											
10/24	10/24/2024	222521	11216		REFUND GAS DEPOSIT	10245500002	1	7401-2228-000	DEPOSITS-CUSTOMER	98.49	98.49
Total 10245500002:											
10/24	10/24/2024	222522	11223		REFUND WATER DEPOSIT	10404250101	1	7110-2228-000	DEPOSITS-CUSTOMER	15.16	15.16
10/24	10/24/2024	222522	11223		REFUND GAS DEPOSIT	10404250101	2	7401-2228-000	DEPOSITS-CUSTOMER	125.00	125.00
Total 10404250101:											
10/24	10/24/2024	222523	8571		CA POST MANAGEMENT COUR	100824	1	1009-421-10-45	TRAINING	473.00	473.00
Total 100824:											
10/24	10/24/2024	222524	11222		REFUND WATER DEPOSIT	10111900002	1	7110-2228-000	DEPOSITS-CUSTOMER	24.93	24.93
Total 10111900002:											
10/24	10/24/2024	222525	374	L.N. CURTIS & SONS	TECHNICAL SVCS-FD	INV861830	1	1010-422-10-43	TECHNICAL SVCS	1,987.43	1,987.43
Total INV861830:											
10/24	10/24/2024	222526	11213		RETURN FACILITY RENTAL PAY	102124	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00
Total 102124:											
10/24	10/24/2024	222527	389	LASSEN COUNTY AUDIT	ANIMAL CONTROL 7/1/24-9/30/2	101124	1	1009-421-10-45	ANIMAL CONTROL CONTRACT	31,362.68	31,362.68

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/24/2024 - 10/24/2024

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 101124:											
10/24	10/24/2024	222527	389	LASSEN COUNTY AUDIT	DISPATCH SERVICES 7/1/24-9/3	101124	1	1009-421-10-45	DISPATCH CONTRACT	82,335.39	82,335.39
Total 101124:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	099-260-026-000 PROPERTY TA	099260026000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	943.24	943.24
Total 099260026000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	101-050-053-000 PROPERTY TA	101050053000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	643.76	643.76
Total 101050053000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	101-270-025-000 PROPERTY TA	101270025000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	592.40	592.40
Total 101270025000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	101-270-045-000 PROPERTY TA	101270045000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	538.56	538.56
Total 101270045000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	101-270-046-000 PROPERTY TA	101270046000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	1,077.12	1,077.12
Total 101270046000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	101-270-049-000 PROPERTY TA	101270049000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	592.40	592.40
Total 101270049000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	101-270-050-000 PROPERTY TA	101270050000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	1,831.10	1,831.10
Total 101270050000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	101-270-051-000 PROPERTY TA	101270051000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	215.42	215.42
Total 101270051000 2024:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/24/2024 - 10/24/2024

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
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	103-250-051-000 PROPERTY TA	103250051000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	61.28	61.28
Total 103250051000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	103-250-052-000 PROPERTY TA	103250052000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	7,834.76	7,834.76
Total 103250052000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	105-302-014-000 PROPERTY TA	105302014000 2024	1	1011-452-20-48	TAXES, FEES, PERMITS & CHA	57.20	57.20
Total 105302014000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	105-331-013-000 PROPERTY TA	105331013000 2024	1	1011-452-20-48	TAXES, FEES, PERMITS & CHA	215.44	215.44
Total 105331013000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	107-260-005-000 PROPERTY TA	107260005000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	30.54	30.54
Total 107260005000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	107-260-028-000 PROPERTY TA	107260028000 2024	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	76.60	76.60
Total 107260028000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-060-024-000 PROPERTY TA	116060024000 2024	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	1,626.92	1,626.92
Total 116060024000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-150-004-000 PROPERTY TA	116150004000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	44.38	44.38
Total 116150004000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-160-008-000 PROPERTY TA	116160008000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	459.92	459.92
Total 116160008000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-180-004-000 PROPERTY TA	116180004000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	1,575.48	1,575.48

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 10/24/2024 - 10/24/2024

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 116180004000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-180-007-000 PROPERTY TA	116180007000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	239.20	239.20
Total 116180007000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-180-047-000 PROPERTY TA	116180047000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	26.72	26.72
Total 116180047000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-180-061-000 PROPERTY TA	116180061000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	22.12	22.12
Total 116180061000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-190-001-000 PROPERTY TA	116190001000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	106.24	106.24
Total 116190001000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-190-008-000 PROPERTY TA	116190008000 2024	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	22.16	22.16
Total 116190008000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-230-005-000 PROPERTY TA	116230005000 2024	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	4,935.38	4,935.38
Total 116230005000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-320-021-000 PROPERTY TA	116320021000 2024	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	70.74	70.74
Total 116320021000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-330-028-000 PROPERTY TA	116330028000 2024	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	90.06	90.06
Total 116330028000 2024:											
10/24	10/24/2024	222528	401	LASSEN COUNTY TAX C	116-350-019-000 PROPERTY TA	116350019000 2024	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	12.78	12.78
Total 116350019000 2024:											

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
10/24	10/24/2024	222529	437	LMUD	HARRIS DR & HWY 36-WATER	30658 101024	1	7110-430-42-46	ELECTRICITY	63.65	63.65
Total 30658 101024:											
10/24	10/24/2024	222529	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 101024	1	7112-430-42-46	ELECTRICITY	106.97	106.97
Total 350161 101024:											
10/24	10/24/2024	222529	437	LMUD	GEO PUMP #1	9297 101024	1	7301-430-52-46	ELECTRICITY	2,477.89	2,477.89
Total 9297 101024:											
10/24	10/24/2024	222530	1508	MAIN STREET LUBE	REPAIR & MAINT-PD	46134	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	92.75	92.75
Total 46134:											
10/24	10/24/2024	222531	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS SB1	266412	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	178.15	178.15
Total 266412:											
10/24	10/24/2024	222531	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS SB1	266463	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	56.91	56.91
Total 266463:											
10/24	10/24/2024	222531	546	PAYLESS BUILDING SUP	STAKES-STREETS SB1	266644	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	96.05	96.05
Total 266644:											
10/24	10/24/2024	222531	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS SB1	267769	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	42.87	42.87
Total 267769:											
10/24	10/24/2024	222532	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 093024	1	1009-421-10-45	COMMUNICATIONS	185.00	185.00
Total 63630 093024:											
10/24	10/24/2024	222533	11040	RONALD LEE KING JR	TECHNICAL SVCS-AIRPORT	2024029	1	7201-430-81-43	TECHNICAL SVCS	1,817.33	1,817.33

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 2024029:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	SUPPLIES- PARKS	527079	1	1011-452-20-44	MISC - REPAIR & MAINTENANC	32.14	32.14
Total 527079:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	SUPPLIES-WATER	527596	1	7110-430-42-46	SUPPLIES-GENERAL	60.57	60.57
Total 527596:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	PAINT PAIS-STREETS SB1	528907	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	13.23	13.23
Total 528907:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	FASTENERS- PARKS	529004	1	1011-452-20-46	SUPPLIES-GENERAL	33.11	33.11
Total 529004:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	SUPPLIES-GAS	529103	1	7401-430-62-46	SUPPLIES-GENERAL	17.53	17.53
Total 529103:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	ALL PURPOSE REMOVER-PARK	529191	1	1011-452-20-44	MISC - REPAIR & MAINTENANC	81.39	81.39
Total 529191:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	FASTENERS- PARKS	529233	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	9.66	9.66
Total 529233:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	SUPPLIES- PARKS	529277	1	1011-452-20-44	MISC - REPAIR & MAINTENANC	15.37	15.37
Total 529277:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS	529282	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	7.59	7.59
Total 529282:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/24/2024 - 10/24/2024

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
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	IMPACT-STREETS SB1	529297	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	12.65	12.65
Total 529297:											
10/24	10/24/2024	222534	76	SUSANVILLE ACE HARD	SAWZALL-STREETS SB1	529305	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	12.65	12.65
Total 529305:											
10/24	10/24/2024	222535	806	SUSANVILLE AVIATION	SUPPLIES-FD	5177	1	1010-425-20-46	SUPPLIES	9.54	9.54
Total 5177:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	53837	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	655.17	655.17
Total 53837:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	81505	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	350.00	350.00
Total 81505:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	82210	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	200.00	200.00
Total 82210:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	TOWING-PD	82962	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	200.00	200.00
Total 82962:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	TOWING-STREETS SB1	84798	1	2005-431-20-43	PROFESSIONAL SVCS	200.00	200.00
Total 84798:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	LT150	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	324.20	324.20
Total LT150:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	SPD 81	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	185.71	185.71

M = Manual Check, V = Void Check

CITY OF SUSANVILLE					Check Register - Payments by Vendor			Page: 12			
					Check Issue Dates: 10/24/2024 - 10/24/2024			Oct 24, 2024 11:43AM			
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 SPD 81:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	SPD78	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	330.70	330.70
Total SPD78:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	SPD82	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	1,418.25	1,418.25
Total SPD82:											
10/24	10/24/2024	222536	10822	SUSANVILLE TOWING	REPAIR & MAINT-PD	TEMP5	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	402.91	402.91
Total TEMP5:											
10/24	10/24/2024	222537	9337	SWRGB-DWOCF	D2 CERTIFICATION FEE- JALLE	102224	1	7110-430-42-45	TRAVEL	80.00	80.00
Total 102224:											
10/24	10/24/2024	222538	11212	TNS READY MIX INC	READ MIX CONCRETE-STREET	178	1	2005-431-20-46	SUPPLIES-GENERAL	759.01	759.01
Total 178:											
10/24	10/24/2024	222539	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PD	1035	1	1009-421-10-44	CUSTODIAL	600.00	600.00
Total 1035:											
10/24	10/24/2024	222539	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- CITY H	1037	1	1000-417-10-43	PROFESSIONAL SVCS	350.00	350.00
Total 1037:											
10/24	10/24/2024	222539	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PW	1042	1	7620-430-10-44	CUSTODIAL	300.00	300.00
Total 1042:											
10/24	10/24/2024	222540	749	VERIZON WIRELESS	CELLULAR PHONES - PD	9975092511	1	1009-421-10-45	COMMUNICATIONS	490.98	490.98
Total 9975092511:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 10/24/2024 - 10/24/2024

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
10/24	10/24/2024	222541	11217		REFUND WATER DEPOSIT	10315350006	1	7110-2228-000	DEPOSITS-CUSTOMER	7.40	7.40
10/24	10/24/2024	222541	11217		REFUND GAS DEPOSIT	10315350006	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10315350006:											
										207.40	207.40
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES- WATER	11461703	1	7110-430-42-46	SUPPLIES-GENERAL	234.70	234.70
Total 11461703:											
										234.70	234.70
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	61402851	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	5.13	5.13
Total 61402851:											
										5.13	5.13
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	61407411	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	117.54	117.54
Total 61407411:											
										117.54	117.54
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-PW	61437534	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	6.64	6.64
Total 61437534:											
										6.64	6.64
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-PW	61444086	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	15.75	15.75
Total 61444086:											
										15.75	15.75
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	FERTILIZER-GC	61446817	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	6,495.00	6,495.00
Total 61446817:											
										6,495.00	6,495.00
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	61459624	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	4.63	4.63
Total 61459624:											
										4.63	4.63
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61469701	1	7110-430-42-46	SUPPLIES-GENERAL	204.92	204.92
Total 61469701:											
										204.92	204.92
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES- WATER	6147113	1	7110-430-42-46	SUPPLIES-GENERAL	8.97	8.97

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 14			
				Check Issue Dates: 10/24/2024 - 10/24/2024				Oct 24, 2024 11:43AM			
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 6147113:											
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	61471418	1	1011-452-20-44	MISC - REPAIR & MAINTENANC	13.98	13.98
Total 61471418:											
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61473592	1	7110-430-42-46	SUPPLIES-GENERAL	173.89	173.89
Total 61473592:											
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	CREDIT-WATER	CM11461703	1	7110-430-42-46	SUPPLIES-GENERAL	234.70-	234.70-
Total CM11461703:											
10/24	10/24/2024	222542	770	WESTERN NEVADA SUP	CREDIT-WATER	CM61473592	1	7110-430-42-46	SUPPLIES-GENERAL	163.02-	163.02-
Total CM61473592:											
10/24	10/24/2024	222543	11218		REFUND GAS DEPOSIT	10523000032	1	7401-2228-000	DEPOSITS-CUSTOMER	126.17	126.17
Total 10523000032:											
10/24	10/24/2024	222544	11214	WING TRUCKING	COLD MIX-GAS	0080324	1	7401-430-62-46	SUPPLIES-GENERAL	600.00	600.00
10/24	10/24/2024	222544	11214	WING TRUCKING	COLD MIX-WATER	0080324	2	7110-430-42-46	SUPPLIES-GENERAL	600.00	600.00
10/24	10/24/2024	222544	11214	WING TRUCKING	COLD MIX-STREETS SB1	0080324	3	2005-431-20-46	SUPPLIES-GENERAL	600.00	600.00
Total 0080324:											
Grand Totals:										1,800.00	1,800.00
										188,884.85	188,884.85

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 10/31/2024 - 10/31/2024

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
10/24	10/31/2024	222554	9064		MANAGEMENT SCHOOL SAN DI	91624	1	1009-421-10-45	TRAINING	255.00	255.00
Total 91624:											
10/24	10/31/2024	222555	8769		CONCEPTS OF PLAN REVIEW 1	092424	1	1011-424-20-45	TRAVEL	236.50	236.50
Total 092424:											
10/24	10/31/2024	222556	728	U.S. POSTMASTER	UB BILLING GAS	10312024	1	7401-430-62-46	POSTAGE	299.80	299.80
10/24	10/31/2024	222556	728	U.S. POSTMASTER	UB BILLING WATER	10312024	2	7110-430-42-46	POSTAGE	581.96	581.96
Total 10312024:											
10/24	10/31/2024	222557	10968		ROPE RESCUE TECH CHICO 11	092624	1	1010-422-10-45	TRAVEL	306.00	306.00
Total 092624:											
Grand Totals:											
										1,679.26	1,679.26

M = Manual Check, V = Void Check

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By:	Cheyenne Ratkey, Fire
Action Date:	November 20, 2024
SUBJECT:	Consider Resolution No. 24-6378 , approving and accepting a donation of \$2,000 from the Walmart Spark Good Foundation for the Fire Department and Police Department.
PRESENTED BY:	M. Bengoa Bollinger, Public Safety Chief
SUMMARY:	The Walmart Spark Good Foundation provides funding each year through their Local Community Grants program which aims to support and invest in communities in service areas of Walmart stores. Some of the needs that are addressed and awarded pertain to Public Safety Awareness and Prevention Programs. The Susanville Fire, and Police Departments each submitted an application for funds to help fulfill needs to continue to provide educational outreach to our community. The Walmart Spark Good Foundation received the request and has awarded each department with a donation of \$1,000.00. Upon approval and acceptance by the City Council, the Susanville Fire and Police Departments plans to utilize this funding to purchase public education supplies, prevention supplies, and educational promotions.
FISCAL IMPACT:	Receive donation of \$2,000.00 and increase the FY 2024/2025 Fire and Police Department Revenues and Expenditures in the amount of \$1,000 each.
ACTION REQUESTED:	Motion to approve Resolution No. 24-6378, approving and accepting a donation of \$2,000 from the Walmart Spark Good Foundation for the Fire Department and Police Department.
ATTACHMENTS:	24-6378.pdf

AGENDA ITEM NO. 9.B
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Bob Godman, Public Works

Action Date: November 20, 2024

SUBJECT: Consider **Resolution No. 24-6379**, authorizing the City Manager to execute a contract with Sunrise Engineering Inc. to design a 2,100 foot extension of the city's eight inch polyethylene natural gas pipeline.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: In the upcoming General Plan a significant portion of land south and east of the Skyline Rd. and Johnstonville Rd. intersection is categorized as light or heavy industrial area. The City Water Division is currently planning a water main replacement from well #3, near Payless Building Supply, to City Gate. This project is planned to go to construction in Spring of 2025. Part of the water main plans is infrastructure, such as valves and tee's, to provide water to this area. By adding in a natural gas line all City utilities would be in the area ready to serve new industry. Also by combining the water main project with the natural gas project construction costs will be much cheaper than a stand alone natural gas project. Sunrise engineering, the firm that originally designed the natural gas system in Susanville have given staff a proposal to design the extension for \$29,354. This is a Public Works Project that is under \$60,000, it can be done through negotiated contract through CUCCAC guidelines.

FISCAL IMPACT: \$29,354 cost to the Natural Gas Division 7401 Budget, no impact to the general fund.

ACTION REQUESTED: Motion to approve Resolution No. 24-6379, authorizing the City Manager to execute a contract with Sunrise Engineering Inc. to design a 2,100 foot extension of the city's eight inch polyethylene natural gas pipeline.

ATTACHMENTS:
[Design Proposal - Sunrise Engineering - 2024.pdf](#)
[24-6379.pdf](#)

September 19, 2024

Mr. Bob Godman
Public Works Director
720 South Street
Susanville, California 96130

Re: Proposal for Johnstonville Rd Natural Gas Line Extension Design

Dear Mr. Godman,

Sunrise Engineering (SE, LLC) is pleased to provide the following proposal/agreement to the City of Susanville (CLIENT) for professional engineering services. SE, LLC agrees to perform the following identified services in accordance with the Terms and Conditions attached hereto.

ARTICLE 1. SCOPE OF SERVICE

Project

CLIENT is planning to extend one of their natural gas lines to a proposed industrial area in the City of Susanville. The extension would begin near the intersection of Johnstonville Rd and Riverside Dr and run East along Johnstonville Rd terminating near the intersection of Johnstonville Rd and Skyline Rd. The extension pipeline is anticipated to consist of approximately 2,100 feet of 8-inch polyethylene pipe. CLIENT has requested SE, LLC to design the extension project.

Proposals

SE, LLC proposes to provide imagery and existing visible utilities and features survey services and corresponding engineering and design services to the creation of a full construction plan set for the Johnstonville Rd Natural Gas Line Extension project. The plans shall include title sheet, construction notes, vicinity and location maps, certification sheet, plan views, hazardous location maps where required, construction details, and summary of material quantities.

All existing equipment specifications, existing as-built drawings, utility maps, pressure and flow conditions and requirements, and existing utility information relevant to the project that is available to CLIENT which SE, LLC is to include in the design consideration and drawings will be provided to SE, LLC by CLIENT.

Deliverables

Upon completion, SE, LLC will deliver to CLIENT one (1) electronic PDF copy of stamped plan set.

Not Included in Scope

- Topo, ROW, or Centerline Survey Work
- Profile View Drawings
- Construction Survey Work
- Potholing Work
- Design of New Station(s)
- Project Bidding or Construction Support
- Field Services Work
- On-site Visits other than Survey
- Engineer's Estimates of Contractor's Time and Materials
- Project Specifications and Special Provisions

ARTICLE 2. COMPENSATION

CLIENT agrees to compensate SE, LLC for the services as described in the scope above on a Time and Material basis. It is anticipated that the scope above will require an estimated budget amount of Twenty Nine Thousand Three Hundred and Fifty Four Dollars (\$29,354).

SE, LLC is able to perform additional engineering services for CLIENT upon request. Any additional services requested by CLIENT can be performed on a Time and Materials basis at the rates and fees shown in the attached Exhibit A.

SE, LLC looks forward to providing this and other services. If you have any questions regarding this agreement, please contact me at (435) 743-1117.

Sincerely,

Sunrise Engineering, Inc.



Marty Lunt
Natural Gas Design Manager
MLunt@Sunrise-Eng.com
(435) 743-1117

Enclosures:

Exhibit A – Sunrise Engineering Fee Schedule
Exhibit B – Cost Estimate

Cc: Darren Fox, PE, Senior Vice President
Matthew Dutson, PE, Project Engineer

SUNRISE ENGINEERING

FEE SCHEDULE

EXHIBIT A

Work Code	Work Classification	Hourly Rate	Work Code	Work Classification	Hourly Rate
101	Engineer Intern (E.I.T.) I	\$120	451	Training Specialist I	\$168
102	Engineer Intern (E.I.T.) II	\$130	456	Training Manager	\$203
103	Engineer Intern (E.I.T.) III	\$140	460	Training Director	\$229
104	Engineer III	\$170	500	Funding Specialist	\$152
105	Engineer IV	\$185	510	Plan Reviewer	\$149
106	Engineer V	\$205	511	Building Inspector I	\$87
107	Senior Engineer	\$226	512	Building Inspector II	\$105
110	Principal Engineer	\$235	513	Building Inspector III	\$130
121	Electrical Engineer (E.E.I.)	\$135	525	Building Official	\$152
122	Electrical Engineer (E.E.I.) II	\$152	601	GIS Tech	\$83
123	Electrical Engineer III	\$175	602	GIS Tech II	\$103
124	Electrical Engineer IV	\$200	611	GIS Specialist I	\$130
125	Electrical Engineer V	\$225	613	GIS Analyst	\$154
126	Principal Electrical Engineer	\$242	614	GIS Programmer	\$165
301	Engineering Tech I	\$93	615	GIS Team Leader	\$170
302	Engineering Tech II	\$110	51	Administrative I	\$60
303	Engineering Tech III	\$124	52	Administrative II	\$80
304	Engineering Tech IV	\$156	53	Administrative III	\$99
311	Electrical Tech I	\$105	96	Public Information Manager	\$143
312	Electrical Tech II	\$120	701	Planner I	\$102
313	Electrical Tech III	\$138	702	Planner II	\$118
314	Electrical Tech IV	\$154	703	Planner III	\$134
315	Electrical Tech V	\$173	704	Planner IV/Econ Develop	\$149
351	Construction Observer I	\$83	705	Planner V	\$170
352	Construction Observer II	\$94	712	Project Manager II	\$215
353	Construction Observer III	\$114	723	Water Rights Specialist III	\$160
354	Construction Observer IV	\$125	921	Survey Tech	\$93
401	CAD Drafter I	\$89	930	Survey CAD Tech	\$146
402	CAD Drafter II	\$100	935	One Man Survey Crew	\$170
403	CAD Drafter/Designer III	\$110	940	Survey Manager	\$180
404	CAD Drafter/Designer IV	\$120	945	Registered Surveyor	\$199
			950	Principal Surveyor	\$224

Reimbursable Expense Schedule

Expense	Rate	Mark-Up
Mileage	\$0.59 per mil	N/A
Field Vehicle (on site)	\$60 per day	N/A
Per Diem Meals	\$57 per day	N/A
Troxler Nuclear Density Gauge	\$50 per day	N/A
High Density Scanner	\$175 per hr	N/A
Material Testing Lab Work	Actual Cost	15%
Outside Consultants, Aerial Photography, etc.	Actual Cost	15%
Lodging	Actual Cost	10%
Other Expenses incurred	Actual Cost	10%

Schedule will automatically change once per year every January, and could be subject to change on other occasions. Base 01-2024

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By:	Bob Godman, Public Works
Action Date:	November 20, 2024
SUBJECT:	Consider Resolution No. 24-6380 , authorizing the Mayor to execute a Letter Agreement for Consultative Services with Interstate Gas Services Inc. (Dan Bergman) for consulting assistance related to the the City's natural gas utility.
PRESENTED BY:	Bob Godman, Public Works Director
SUMMARY:	The City has contracted for over 20 years for natural gas purchasing consultation with International Gas Services Inc. Mr. Bergman has help steer the purchasing of natural gas for the City to the point that we are at today being able to provide an essential utility to the citizens of Susanville at a very affordable rate. This is a Public Works consultation project and as such is exempt from CUCCAC requirements.
FISCAL IMPACT:	IGS's fee structure calls out \$225 per hour for service and \$75 per hour for driving time to and from Susanville, along with mileage (prevailing IRS rate) and lodging actual cost not to exceed \$200 per night, all paid from the Natural Gas Division 7401 fund, with no cost to the general fund.
ACTION REQUESTED:	Motion to approve Resolution No. 24-6380, authorizing the Mayor to execute a Letter Agreement for Consultative Services with Interstate Gas Services Inc. (Dan Bergman) for consulting assistance related to the the City's natural gas utility.
ATTACHMENTS:	
	24-6380.pdf
	IGS Agreement November 2024 Proposed.docx

LETTER AGREEMENT FOR CONSULTATIVE SERVICES

November 2024 Agreement

This Letter Agreement sets forth the agreement and understanding between the City of Susanville and Interstate Gas Services, Inc. (DBA IGS or IGService) for the purpose of IGS providing ongoing consulting assistance related to Susanville's utility infrastructure. This Agreement replaces all previous Letter Agreements between the parties.

SCOPE OF SERVICES:

IGS shall provide Susanville with consultative services related primarily to Susanville's natural gas system, and water as requested. Services requested by Susanville may vary from time to time depending on specific needs and may be redefined at any time by the City Manager or Public Works Director. This Agreement includes specific Monthly Tasks and Special Tasks as listed below. Any other services shall be approved in writing (email acceptable) by the City Manager or Public Works Director.

MONTHLY TASKS (as needed):

- Respond to phone and email inquiries
- Ongoing gas procurement support
- Confirm monthly wholesale gas statements
- Maintain gas system gas balance workbook
- Generate reports showing customers on nonstandard rates
- Support with PHMSA gas safety compliance, as requested

Monthly Tasks shall not exceed four hours per month.

SPECIAL TASKS:

- Annual natural gas report each September.
- September 2025 water report following the first year the new water rates in place.

The annual natural gas report shall not exceed 16 billing hours. The September 2025 water report shall not exceed 16 billing hours. Travel and lodging shall be added.

FEE STRUCTURE:

IGS' fee structure shall be as follows.

Hourly Rates

\$215 per hour
\$75 per hour for driving time to and from Susanville

Expenses

Mileage: Prevailing published IRS rate
Lodging: Actual cost, not to exceed \$200 per night

TERM:

This Agreement commences when fully executed, and shall continue until terminated by either party, which termination may occur with or without cause on 10 days written notice. This Agreement supersedes all previous agreements between the parties hereto.

CONFIDENTIALITY:

IGS and Susanville recognize and agree that during the term hereof, both will gain access to certain information critical to the ongoing business operations of each entity. Such may include,

but not be limited to, customers, clients, and supplier identities, transportation arrangements and terms, and conditions of certain contractual arrangements relative to the above. Both parties to this Agreement specifically agree to keep any and all such information strictly confidential throughout the term defined hereunder and subsequent to the termination of this Agreement. IGS and Susanville further agree not to utilize any such information to circumvent such ongoing business activities of each other, either directly and/or through third parties.

INDEPENDENT CONTRACTOR:

In performing under this Agreement, IGS shall act at all times as an independent contractor. IGS shall not make any commitment or incur any charge or expense in the name of Susanville.

IGS expressly agrees, acknowledges, and stipulates that neither this Agreement nor the performance of its obligations or duties thereunder shall ever result in IGS, or anyone employed by IGS, being:

- A. An employee, agent, servant or representative of Susanville; or
- B. Entitled to any benefits from Susanville, including, without limitation, pension, profit sharing, accident insurance, or health, medical, life, or disability insurance benefits or coverage, to which employees of Susanville are entitled.

The sole and only compensation and/or benefit of any nature to which IGS shall be entitled are the payments provided for herein. Susanville shall have no direction or control of IGS or its employees and agents except in the results to be obtained subject to Susanville's right to review/inspect the services. The actual performance and supervision of all services shall be by IGS, but the services shall meet the approval of Susanville.

SOCIAL SECURITY AND WAGE TAX LIABILITY/WORKER'S COMPENSATION INSURANCE:

IGS agrees to pay timely and to accept exclusive liability for the payroll taxes, contributions for unemployment compensation insurance, old age benefits, social security, and any other payments now or hereafter imposed by the Government of the United States or by any state or political subdivision thereof, which are measured by the wages, salaries or other remuneration paid to IGS' employees. IGS agrees to indemnify Susanville and save it free and harmless from and against any and all taxes, contributions, and/or payments imposed by law upon IGS. IGS will at all times carry and provide worker's compensation insurance coverage for its employees.

ASSIGNMENTS AND SUBCONTRACTS:

This Agreement and all duties and obligations described hereunder are personal in nature. Accordingly, IGS shall not assign this Agreement or any portion thereof or subcontract to another party.

PAYMENT:

IGS shall bill Susanville on a monthly basis for work completed. Susanville shall pay bills from IGS within 30 days after receipt.

CONTACT INFORMATION:

Communication between IGS and Susanville shall be directed to the address and contact information shown below. Formal communication and notices shall be in written form. The Parties accept email as a communication tool.

City of Susanville

City of Susanville
66 North Lassen Street
Susanville, CA 96130
Attn: Public Works Director

IGService

IGService
15 Shasta Lane
Walnut Creek, CA 94597
Attn: Dan Bergmann

ATTORNEYS FEES:

In the event either party commences legal action in the courts or in arbitration to enforce or interpret any of the terms of this Agreement, the prevailing party in such action shall be entitled to an award of its reasonable attorney's fees and costs.

INDEMNITY:

IGS shall defend, indemnify and hold harmless the City and all City employees and agents from all claims, liabilities and actions filed against them in the courts or in arbitration or otherwise, which result from IGS' work or actions hereunder. City shall defend, indemnify and hold harmless IGS, its employees and agents from all claims, liabilities and actions filed against them in the courts or in arbitration or otherwise, which result from the City's actions hereunder.

If the above conditions and terms meet with your approval, please sign below.

CITY OF SUSANVILLE:

By: _____ Date _____
Mayor
City of Susanville

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

INTERSTATE GAS SERVICES, INC. (DBA IGService or IGS)

By: _____ Date _____
Dan Bergmann
President
IGS

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Erik Edholm, Public Works

Action Date: November 20, 2024

SUBJECT: Consider **Resolution No. 24-6381**, authorizing Mayor to sign a Program Supplement Agreement Revision with Caltrans for the Riverside Drive Trail Project and authorize the budget amendment to the 2007 budget for the Riverside Drive Trail Project.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: The Riverside Trail Project is dually funded through the State Transportation Improvement Program (STIP) and Active Transportation Program (ATP). The project is located on the embankment of the old mill ponds south of Riverside Drive. The project is currently in the Right of Way and Design phases. An additional \$400,000 of Right of Way ATP funding was recently allocated to the project. A Program Supplement Agreement Revision is needed for reimbursement of Right of Way and Design expenses.

FISCAL IMPACT: \$450,000 in Right of Way and \$300,000 in design funds through State Transportation Improvement Program and Active Transportation Program. This project is funded with state transportation funds, no local match is anticipated.

ACTION REQUESTED: Motion to approve Resolution No. 24-6381, authorizing Mayor to sign a Program Supplement Agreement Revision with Caltrans for the Riverside Drive Trail Project and authorize the budget amendment to the 2007 budget for the Riverside Drive Trail Project.

ATTACHMENTS:
[24-6381.pdf](#)

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Marci Rojas, Public Works

Action Date: November 20, 2024

SUBJECT: Consider **Resolution No. 24-6382**, Supporting Sacred Heart Church procession in honor of Our Lady of Guadalupe and authorizing closure of Nevada street from N. Roop street to Weatherlow Street and Union Street from North Alley to North Street on Sunday, December 8, 2024, from 12:00 pm to 1:00 pm.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: City Council support is requested for the Sacred Heart Church's procession in honor of Our Lady of Guadalupe. For the event, the church requests permission to conduct a procession in honor of Our Lady of Guadalupe on Sunday, December 8, 2024. The church anticipates approximately 50 – 75 people to participate in this procession, which will include persons walking, a small parade float and Mexican dancers. This procession would begin at noon and take approximately twenty to thirty minutes. For the procession, the church has requested the closure of Nevada Street from N. Roop Street to Weatherlow Street and Union Street from North Alley to North Street.

FISCAL IMPACT: Estimated cost of \$370 for Public Works Department staff to close Nevada Street and Weatherlow Street.

ACTION REQUESTED: Motion to approve Resolution No. 24-6382, Supporting Sacred Heart Church procession in honor of Our Lady of Guadalupe and authorizing closure of Nevada street from N. Roop street to Weatherlow Street and Union Street from North Alley to North Street on Sunday, December 8, 2024, from 12:00 pm to 1:00 pm.

ATTACHMENTS:
[24-6382.pdf](#)
[Sacred Heart Church 2024 Request.pdf](#)



Sacred Heart Church

120 N. Union Street • P.O. Box 430 • Susanville, CA. 96130 • Phone (530) 257-3230 • Fax (530) 257-9213

City of Susanville
66 N Lassen St.
Susanville, CA 96130

13 November 2024

Subject: **Revised** Request for Permission for a Procession by members of Sacred Heart Parish

Dear Sirs:

As in past years, Sacred Heart Catholic church wishes to conduct a short procession on Sunday, December 8, 2024 beginning at noon, in commemoration of Our Lady of Guadalupe.

This revised request eliminates crossing Main St. and reverts back to the original route which we have done with your permission for the last two years.

The route will be as follows:

120 N. Union St.
Right to Nevada St.
North to Maple St. then
Right on to North St. to N. Weatherlow St. and complete at Monsignor Moran Hall, church property.

It should take about 20 minutes.

The participants will include persons walking, and Mexican dancers.

Thank you in advance for your consideration. Please let me know if you have any questions,

Alicia H. Allison
Religious Education Coordinator
Sacred Heart Church

(530) 249-7342

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: November 20, 2024

SUBJECT: Consider **Resolution No. 24-6383**, authorizing the Finance Director to increase the golf course community services budget by \$7,500 and authorizing the City Manager to execute an agreement with Smith's Pumps for repairs needed at the well pump located on the front nine near the Wingfield Clubhouse at the Diamond Mountain Golf Course

PRESENTED BY: Jolene Arredondo, Assistant to the City Manager

SUMMARY: The Wingfield Clubhouse has been experiencing issues with the pump located on the front nine that feeds water to the Wingfield Clubhouse as well as the residence located on Wingfield Road. City staff has met with LMUD to determine there is no issues with the inlet power and has met with local pump technicians to determine the repairs needed to the pump and motor. Public Works staff obtained three quotes from qualified local vendors for the following amounts: \$7,143.50, \$7,788.53 and \$5,542.59 for labor and repair parts needed. Public Works staff has vetted each quote and has determined that Smith's Pumps is the lowest quote obtained for the repair. Staff is requesting a budget increase to the golf course budget to make the necessary repairs and allow for a contingency in the agreement with Smith's Pumps as well as allow for Public Works staff time on the repair project.

FISCAL IMPACT: Increasing the operation budget at the Diamond Mountain Golf Course by \$7,500 for well pump and motor repairs

ACTION REQUESTED: Motion to approve Resolution No. 24-6383, authorizing the Finance Director to increase the golf course community services budget by \$7,500 and authorizing the City Manager to execute an agreement with Smith's Pumps for repairs needed at the well pump located on the front nine near the Wingfield Clubhouse at the Diamond Mountain Golf Course

ATTACHMENTS:
[24-6383.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

RESOLUTION NO. 24-6383
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE FINANCE DIRECTOR TO INCREASE THE GOLF COURSE
COMMUNITY SERVICES BUDGET BY \$7,500 AND AUTHORIZING THE CITY MANAGER
TO EXECUTE AN AGREEMENT WITH SMITH’S PUMPS FOR REPAIRS NEEDED AT THE
WELL PUMP LOCATED ON THE FRONT NINE NEAR THE WINGFIELD CLUBHOUSE AT
THE DIAMOND MOUNTAIN GOLF COURSE

WHEREAS, the city of Susanville owns and operates the Diamond Mountain Golf Course; and

WHEREAS, a component of operations at the Diamond Mountain Golf Course is maintaining the facility located on Wingfield Clubhouse; and

WHEREAS, a pump and motor failure occurred on November 2, 2024, diagnosed by city staff, Lassen Municipal Utility District staff, and water pump professionals; and

WHEREAS, Smith’s Pumps Inc. can order and install the necessary parts to reinstate the operations of the well pump.

NOW, THEREFORE, BE IT RESOLVED that the city council of the city of Susanville hereby authorizes the following:

- 1. Authorize the Finance Director to increase the Diamond Mountain Golf Course budget by \$7,500; and
- 2. Authorize the City Manager to execute an agreement with Smith’s Pumps for the well pump repairs.

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 20th day of November 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: Dan Newton, Administrative Services

Action Date: November 20, 2024

SUBJECT: Consider waiving second reading and adopting **Ordinance No. 24-1046**, amending Chapter 3 for Title 3, Revenue and Finance of the Susanville Municipal Code, including sections 3.08.010 through 3.08.200.

PRESENTED BY: Dan Newton, City Manager

SUMMARY: Procurement practices and policies play a crucial role in promoting transparency, efficiency, and accountability in the acquisition of goods and services by the city. Chapter 3.08 "Purchasing System" of the city's municipal code addresses the authorities of city officials in procuring goods and services for the city. The purpose of chapter 3.08 is to establish efficient procedures for purchasing and to ensure that the lowest possible costs are paid commensurate with the quality of goods and services that are needed. The proposed modifications to Chapter 3.08 provide efficiencies in procurement of goods and services. Additionally, the proposed modifications provide clarity for several important procurement processes, including public project procurement, procurement in times of emergencies, and others.

Staff is requesting that City Council waive the second reading and adopt the ordinance. Upon adoption of the Ordinance, staff will finalize the accompanying purchasing policy and credit card policy for presentation to the City Council at the December 4, 2024 City Council Meeting. It is imperative to update the city's Credit Card Policy as the city staff utilizes the credit card program frequently to procure services and supplies.

Key purchasing System Changes:

- City Manager authorized to execute service agreements in the amount not to exceed \$25,000
- Department Heads authorized to execute service agreements in the amount not to exceed \$15,000
- Addition of language requiring written agreements for services over \$3,000.
- Addition of Professional Services Procurement
- Expansion of public project procurement procedures

- Addition of informal bidding process for public projects
- Adding clarity to better distinguish public project procurements from nonpublic project procurements
- Increased clarity in the roles and responsibilities of city officials, including the finance director, city manager, city clerk and department heads.

FISCAL IMPACT:

None

ACTION REQUESTED:

Motion to waive second reading and adopt Ordinance No. 24-1046, amending Chapter 3 for Title 3, Revenue and Finance of the Susanville Municipal Code, including sections 3.08.010 through 3.08.200.

ATTACHMENTS:

[24-1046.pdf](#)

ORDINANCE NO. 24-1046
AN ORDINANCE OF THE CITY OF SUSANVILLE
AMENDING CHAPTER 03 OF TITLE 3, REVENUE AND FINANCE, OF THE
SUSANVILLE MUNICIPAL CODE INCLUDING
SECTIONS 3.08.010 THROUGH 3.08.200

The city council of the city of Susanville does ordain as follows:

Section 1. City of Susanville Municipal Code: Title 3 Revenue and Finance, Chapter 03, Sections 3.08.010 3.08.030, 3.08.050, 3.08.060, 3.08.070, 3.08.090, 3.08.100, 3.08.110, 3.08.130, 3.08.140, 3.08.160, 3.08.180, 3.08.190, and 3.08.200 shall hereby amended to provide as follows:

3.08.010 Adoption of a purchasing system.

In order to establish efficient procedures for purchasing of supplies, equipment, professional services and nonprofessional services, to secure for the city supplies and equipment at the lowest possible cost commensurate with the quality needed, to exercise positive financial control over purchases, to clearly define authority for the purchasing function and to assure the quality of purchases, a purchasing system is adopted.

For the purposes of this chapter:

- A. Department head shall mean, the city clerk, public safety chief, public works director, finance director, economic development director, or any other city official designated as a department head by the city council.
- B. Professional services shall mean services provided to the city that are any of the following:
 - 1. Professional architectural
 - 2. Landscape architectural
 - 3. Professional Engineering
 - 4. Environmental
 - 5. Land Surveying
 - 6. Construction Project Management
 - 7. Legal
 - 8. Accounting
 - 9. Professional Planning Services
 - 10. Administrative Services

3.08.030 Purchasing authority designated— Roles and Responsibilities

- A. The city finance director is designated as purchasing authority for the city of Susanville. The finance director may recommend that the city manager delegate the routine administrative responsibilities as specified in this chapter, or in any other applicable purchasing regulation as shall be prescribed by the city council to any department head as appropriate. The finance director shall:

- 1. Ensure that the purchase of equipment, supplies, professional services, nonprofessional services or nonprofessional services not involving particular ability required by any office or department of the city is in accordance with purchasing

procedures prescribed by this chapter is negotiated and ensure that such other rules or regulations are adhered to as shall be prescribed by the city council.

2. Act to procure for the city the needed quality in equipment, supplies, nonprofessional services or services not involving particular ability required by any office or department of the city, at least expense to the city.
3. Encourage uniform bidding, and endeavor to obtain as full and open competition as possible on all purchases hereunder.
4. Prepare and recommend to the city manager and city council rules governing the purchase of equipment, supplies, nonprofessional services or services not involving particular ability for the city.
5. Keep informed of current developments in the field of purchasing prices, market conditions and new products.
6. Prescribe and maintain such forms as are reasonably necessary to the operation of this chapter and other rules and regulations of the city.
7. Recommend the transfer of surplus or unused supplies and equipment between departments as needed, and the sale of all supplies and equipment which cannot be used by any department, or which have become unsuitable for city use. Prepare a list from each department by July 1st of each year.
8. Maintain a bidders' list, vendors' catalogue file, and records for the efficient operation of this chapter.
9. Prepare and maintain the standard requisition form as referenced in this chapter.

B. The city clerk shall:

1. Maintain records of all executed service and contractual agreements.
2. Ensure that no contract or agreement in excess of \$25,000 shall be entered into without city council approval.
3. Attest by signatory action on all agreements that agreements are signed by the appropriate city officials pursuant to this chapter.

C. The city manager shall:

1. Be authorized to execute agreements in the amount not to exceed \$25,000 without city council approval.
2. Be authorized to execute agreements in excess of \$25,000 with the approval of city council.
3. Consider the recommendations of the finance director and, as appropriate, delegate the routine administrative responsibilities as specified in this chapter, or in any other applicable purchasing regulation as shall be prescribed by the city council.
4. Provide periodic reports to city council regarding agreements approved by city manager and department heads.

D. Department head(s) shall:

1. Be authorized to execute agreements in the amount not to exceed \$15,000 without city council or city manager approval.
2. Identify no existing agreements or contracts are in place and which additional services could be added for equal share of cost increase prior to executing any agreement or contract.

3.08.050 Exemptions from centralized purchasing.

The finance director, upon written approval of the city manager, may authorize in writing any city department to purchase or contract for specified supplies, services and equipment independently of the purchasing authority, but finance director shall require that such purchases

1 or contracts be made pursuant to the procedures established by this chapter, and shall further
2 require periodic reports from the department on the purchases and contracts made under such
written authorization. (Ord. 98-847 § 1; prior code § 20.5)

3 **3.08.060 Purchases by force account, negotiated contract, or purchase order.**

4 Except as otherwise provided herein, purchases of equipment, supplies, nonprofessional
5 services and nonprofessional services not involving a particular ability, of \$60,000 or less, may
be made, after adhering to the following:

6 A. Public Projects \$60,000 or less.

- 7 1. Public Projects as defined in PPC 20161 of \$60,000 or less, road maintenance
8 projects of \$60,000 or less, and utility maintenance projects of \$60,000 or less
9 may, at the discretion of the city manager, be completed with the city's own
forces (force account), by negotiated contract, or by purchase order. Multiple
quotes are not required for public projects less than \$60,000.

10 B. Non-Public Projects \$60,000 or less.

- 11 1. Minimum Number of Bids or Quotations: Open market purchases shall, whenever
12 possible, be based on at least three quotations and shall be awarded to the
13 lowest responsible bidder. The finance director is authorized to approve the
14 purchases when at least three quotations cannot be obtained, including sole
15 source procurements, only after the finance director is satisfied that a reasonable
16 effort has been made to obtain three quotations.
- 17 2. Notice Inviting Bids or Quotations: The finance director shall oversee solicitation
18 of bids by city staff. Bids or Quotations shall be by written request to prospective
vendors or by telephone.
- 19 3. Written Quotations: Written quotations shall be submitted to the finance director
20 who shall keep a record of all open market orders and quotes for a period of one
21 year after the submission of quotes or the placing of orders. This record, while so
22 kept, shall be open to public inspection.
- 23 4. Written Contract: Where contracts are entered into for purchases made under
24 this section, the contracts shall be approved in accordance with 3.08.030.

25 C. Requisition Forms. The issuing department shall submit a request for the equipment,
26 supplies, nonprofessional services, or services not involving a particular ability, to the
27 finance director by standard requisition form.

28 D. All bidding may be dispensed with, in an emergency, pursuant to 3.08.200.

3.08.070 Informal Contract Procedure

A. Except as otherwise provided herein, purchases of equipment, supplies, nonprofessional
services and nonprofessional services not involving a particular ability, of \$200,000 or
less, may be made after adhering to the following:

1. Public Projects \$200,000 or less – Informal Bidding Requirements.

- a. The finance director shall maintain a list of qualified contractors identified
according to category of work.
- b. At the time informal bids are solicited, a notice inviting informal bids shall be
mailed to all qualified contractors on the list. If no such list exists, or at the
finance director's discretion, a notice inviting informal bids shall also be sent all
applicable construction trade journals specified in PCC section 22036. Additional

contractors and trade journals may also be notified, at the discretion of the finance director.

- c. The notice inviting informal bids shall describe the project in general terms, state how to obtain more detailed information about the project and state the time and place for the submission of bids.
- d. All mailing of notices to contractors and construction trade journals pursuant to this section shall be completed not less than 10 calendar days before bids are due.
- e. If all bids received are in excess of \$200,000, the city council, by a 4/5 vote may award the contract at \$212,500 or less to the lowest responsible bidder if it determines that the city's cost estimate for the project was reasonable.

2. Non-public projects \$200,000 or less.

- a. Minimum Number of Bids or Quotations: Open market purchases shall, whenever possible, be based on at least three quotations and shall be awarded to the lowest responsible bidder. The finance director is authorized to approve the purchases when at least three quotations cannot be obtained, including sole source procurements, only after the finance director is satisfied that a reasonable effort has been made to obtain three quotations.
- b. Notice Inviting Bids or Quotations. The finance director shall oversee solicitation of bids by city staff. Bids or Quotations shall be by written request to prospective vendors or by telephone.
- c. Written Quotations. Written quotations shall be submitted to the finance director who shall keep a record of all open market orders and quotes for a period of one year after the submission of quotes or the placing of orders. This record, while so kept, shall be open to public inspection.
- d. Written Contract. Where contracts are entered into for purchases made under this section, the contracts shall be approved in accordance with 3.08.030.

B. Requisition Forms. The issuing department shall submit a request for the equipment, supplies, nonprofessional services, or services not involving a particular ability, to the finance director by standard requisition form.

C. All bidding may be dispensed with, in an emergency, pursuant to 3.08.200.

3.08.080 Encumbrance of funds.

Except in cases of emergency as described in 3.08.200, the finance director shall not issue any purchase order for equipment, supplies, nonprofessional services or nonprofessional services not involving particular ability for which there is an insufficient appropriation in the budgetary account against which said purchase is to be charged.

3.08.090 Formal contract procedure—Bid requirements.

Except as otherwise provided herein, purchases of equipment, supplies, nonprofessional services, and nonprofessional services not involving particular ability, over \$200,000 may be made after adhering to the following:

A. Public Projects – Formal Bidding Requirements

Agreements for public projects shall be let to the lowest responsible bidder, pursuant to the procedures set forth herein.

- 1. Notice Inviting Bids. Notice inviting bids shall include a general description of the equipment, supplies, nonprofessional services or nonprofessional services not

involving particular ability, to be purchased and shall state where bid blanks, forms and specifications may be secured, and the date, time and place of opening bids.

a. Published Notice. Notice inviting bids shall be published at least ten (10) days before the day of opening bids. Notice shall be published at least once in a newspaper of general circulation, printed and published in the city; or, if there is none, it shall be posted in at least three public places in the city.

b. Bidder's List. The finance director, or appropriate city department with approval of the finance director, shall also solicit sealed bids from responsible prospective suppliers whose names are on the bidder's list; provided, however, should said supplier desire to participate, said supplier shall comply with the requirements herein.

2. Bidder's Security. When deemed necessary by the finance director, bidder's security of ten (10) percent of the amount bid shall be required in the public notice(s) inviting bids. Bidders shall be entitled to return of bid security upon execution of the contract by the successful bidder, upon rejection of bids, or upon the readvertisement for bids; provided that a successful bidder shall forfeit his or her bid security upon refusal or failure to execute the contract within ten (10) days after notice of award of contract has been mailed, unless the city is responsible for the delay. The city council may, on refusal or failure of the successful bidder (the "first awarded bidder") to execute the contract, award the contract to the next lowest responsible bidder (the "second awarded bidder"). In the event the city council does so, the first awarded bidder shall forfeit only that portion of security equal to the difference between said first awarded bidder's bid and the bid of the second awarded bidder. If the second awarded bidder fails or refuses to execute the contract, he or she shall forfeit his or her bid security.

3. Bid Opening Procedure. Sealed bids, identified as bids on the outer envelope, shall be submitted to the city clerk. Bids shall be opened in public at the date, time and place stated in the public notice(s). Tabulation of all bids received shall be open for public inspection during regular business hours for a period of not less than thirty (30) calendar days after the bid opening.

4. Rejection of Bids. In its discretion, the city council may by majority vote reject any and all bids presented, and:

- a. Authorize negotiation of a contract; or
- b. Re-advertise for bids; or
- c. Take no further action.

5. Award of Contracts. Contracts shall be awarded by the city council to the lowest responsible bidder, except in the case of the bidder not meeting the bid requirements.

6. Tie Bids. If two or more bids received are for the same total amount or unit price, quality, service and delivery being equal, and if the public interest will not permit the delay of re-advertising for bids, the city council may accept the one it chooses. The city council's determination in that regard shall be final.

7. Performance Bonds. The finance director shall have authority to require a performance bond, in such amount as it shall be found reasonably necessary to protect the best interests of the city. If the finance director requires a performance bond, the form and amount of the bond shall be described in the notice inviting bids.

B. Non-Public Projects – Greater than \$200,000.

1. Minimum Number of Bids or Quotations: Open market purchases shall, whenever possible, be based on at least three quotations and shall be awarded to the lowest responsible bidder. The finance director is authorized to approve the purchases

when at least three quotations cannot be obtained, including sole source procurements, only after the finance director is satisfied that a reasonable effort has been made to obtain three quotations.

2. Notice Inviting Bids or Quotations. The finance director shall oversee solicitation of bids by city staff. Bids or Quotations shall be by written request to prospective vendors or by telephone.
3. Written Quotations. Written quotations shall be submitted to the finance director who shall keep a record of all open market orders and quotes for a period of one year after the submission of quotes or the placing of orders. This record, while so kept, shall be open to public inspection.
4. Written Contract. Where contracts are entered into for purchases made under this section, the contracts shall be approved in accordance with 3.08.030.

C. Requisition Forms. The issuing department shall submit a request for the equipment, supplies, nonprofessional services, or services not involving a particular ability, to the finance director by standard requisition form.

D. All bidding may be dispensed with, in an emergency, pursuant to 3.08.200.

3.08.100 Inspection and testing of materials and services

The department head shall inspect supplies and equipment delivered and determine their conformance with the specifications set forth in the order or contract. The department head shall have authority to require chemical and physical tests of samples submitted with bids, and samples of deliveries which are necessary to determine their quality and conformance with specifications. Department heads may also delegate this duty to an appropriate department of the city. (Ord. 10-975 § 1, 2010; Ord. 98-847 § 1; prior code § 20.10)

3.08.110 Surplus supplies and equipment

Department heads shall annually notify the Finance Director if they have items to surplus and list the items in a format approved by city manager showing all supplies and equipment which are no longer used which have become obsolete or worn out. Vehicles to be surplusd will need to have verification of city ownership prior to being placed on the list.

Finance Director shall have the authority to make transfers between departments of any usable surplus supplies or equipment as needed. Department receiving the surplusd item that have been fully depreciated will pay scrap value amount to department that surplusd the item.

Final proposed surplus list will be provided to city manager's office. City manager will prepare staff report for council approval and coordinate disposal / sale of surplus property.

Items that are not purchased at auction may be disposed of. No minimum bid.

3.08.130 Equipment leasing agreements

A. As used in this section:

1. "Leasing of non-purchasable equipment" means equipment which is available through "lease only" plans.
2. "Leasing purchasable equipment" means equipment which can be acquired through "lease with option to purchase" type plans.

B. Leasing of purchasable or non-purchasable equipment shall be in accordance with Sections 3.08.0303.08.050 through 3.08.070 of this chapter. Bidding can be dispensed with only as permitted in Section 3.08.060 and 3.08.200.

1 C. For leasing of non-purchasable equipment in excess of \$15,000 for department heads
2 and in excess of \$25,000 for city manager, It shall be the policy of the city of Susanville
3 that when property is acquired by lease rather than outright purchase that all lease
4 agreements must be reviewed by both the finance director and city attorney prior to
consideration by city council and must be signed by the mayor or city manager after said
and approval by the city council.

5 D. For leasing of non-purchasable equipment in excess of \$15,000 for department heads
6 and in excess of \$25,000 for city manager, it shall also be the policy for all lease
7 agreements that the head of the department acquiring said asset shall be required to
8 provide a cost analysis of payment options which shall include lease versus purchase
9 and review of any lease agreement proposed. The cost analysis shall include, but not be
10 limited to, the type of lease, be it operating lease or capital lease, purchase options
(cash versus financing), lease rate, purchase price, payment schedule, interest rate,
expected useful life, residual value at lease end, maintenance, service and supply costs.
(Prior code § 20.13; Ord. 98-847 § 1; Ord. 10-975 § 1, 2010

11 **3.08.140 Maintenance agreements**

12 A. As used in this section, "maintenance agreements" means a written contract wherein the
contractor (or vendor) agrees to maintain city equipment in good operating condition
subject to terms and conditions agreeable to both the contractor (or vendor) and the city.

13 B. All executed agreements must be filed with the city clerk. Departments must identify no
14 existing agreements are in place in which additional services could be added for an
equal share of cost increase prior to executing agreement.

15 **3.08.160 Local preferences**

16 Except for federal contracts and public projects, or when utilizing funding that does not allow
17 local preference, a local vendor may qualify for local purchase preference. Local purchase
18 preference is a two and one-half percent (2.5%) [higher quote] difference of quote price over the
19 next vendor. A local vendor must submit a copy of a current city business license, issued by the
20 city of Susanville, and complete and sign a declaration under penalty of perjury, stating that as
of the date the request for quotes was issued, the business listed on the quote was physically
maintained and operates at a fixed office or other business premises located within the
geographical limits of Lassen County, and providing such other information as may be
requested.

21 **3.08.180 Agreements Required**

22 All services, in excess of \$3,000, including multiyear agreements exceeding \$3,000 in
23 aggregate, require written agreements in a form approved by the city attorney. Service
24 procurements shall not be split for the purpose of evading the requirement to obtain a written
agreement. Agreements must be approved by the city attorney and assigned an agreement
number provided by the city clerk prior to execution. Contractual services in excess of \$25,000
25 per agreement must go to city council for approval. The city manager is authorized to execute
agreements in the amount not to exceed \$25,000 without city council approval; department
26 heads are authorized to execute agreements in the amount not to exceed \$15,000 without city
council or city manager approval. All executed agreements under \$25,000 that are approved by
27 city manager or department head will be reported to city council at a frequency as directed by
city council.
28

1 **3.08.190 Professional Services:**

2 A. Procurement of the architectural, landscape architectural, engineering, environmental,
3 and land surveying, construction management, and environmental services as defined in
4 California Government Section 4525 shall be made as follows:

5 1. Selection shall be made of the basis of demonstrated competence and professional
6 qualifications for the satisfactory performance of the services required at a
7 reasonable cost.

8 2. Selection procedures for projects using city funds:

9 a. The city shall endeavor to obtain a statement of qualifications from no less than
10 three firms. If statement of qualifications from three firms cannot be obtained, the
11 requesting department shall provide a written justification statement of the
12 process used to solicit statements, specifically stating the number of firms
13 contacted and the reasons that qualifications from at least three firms could not
14 be obtained. The finance director shall review the justification statement and
15 approve the selection process to move forward or require the department to
16 increase their efforts. In the event the finance department is implementing the
17 selection process the city manager shall approve the justification statement if
18 needed.

19 b. The requesting department's department head shall convene a review
20 committee, the review committee shall:

21 i. Consist of at least three members knowledgeable in the field of services
22 being solicited. Committee members shall not have any financial interest or
23 personal relationship with any of the firms that have submitted statements of
24 qualifications.

25 ii. Review the experience qualifications of the prospective firms and select three
26 firms based on demonstrated competence and qualifications.

27 iii. Engage in discussions with the top three firms, or fewer as approved in
28 section "a" above. Discussions shall include anticipated concepts, the relative
utility of alternative methods of approach for furnishing required services, and
cost.

iv. Make a recommendation to the department head based on the responses to
selection criteria in section iii above.

3. Selection procedures for projects using grant or other non-city funding sources:

a. Absent any procurement requirements specific to the funding source being
utilized, the city shall follow Section 2 "Selection procedures for projects using
city funds"

b. When the funding source for a project requires a specific competitive selection
process, the city shall adhere to the specific competitive selection process
required by the granting agency for the applicable funding source.

B. Procurement of financial, economic, accounting, legal, professional planning services, or
administrative services shall be made as follows:

1. Selection shall be made on the basis of demonstrated competence and professional
qualifications for the satisfactory performance of services required at a reasonable
cost.

2. Specific competitive selection requirements of funding entity must be adhered to when applicable.

3.08.200 Emergencies:

- A. All bidding requirements and purchases of equipment, supplies, nonprofessional services, and nonprofessional services not requiring a particular ability may be dispensed with in an emergency. An emergency is a situation where the public interest and necessity demand the immediate expenditure of public money to safeguard life, health and/or property.
- B. The city manager is authorized pursuant to Government Code section 22050 to order any action to repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes without giving notice for bids or to let contracts. The city manager must report the action to the city council for review within 7 days after the action or at the next regularly scheduled meeting if that meeting will occur not later than fourteen (14) days after the action. The city council shall review the emergency action at least every regularly scheduled meeting thereafter until the action is terminated, to determine, by a four-fifths vote, that there is a need to continue the action, unless the city manager has terminated the action prior to the city council reviewing the emergency action, in which case the city manager will report to the city council the city manager's decision to terminate the action at the next regularly scheduled meeting.
- C. When the city council reviews the emergency action, it shall terminate the action at the earliest possible date that conditions warrant so that the remainder of the emergency action may be completed by giving notice for bids to let contracts.

Section 2. The city clerk shall, within fifteen days after its passage, cause this ordinance to be published at least once in an adjudicated newspaper of general circulation, published and circulated within the city.

Section 3. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance, it being expressly declared that this Ordinance and each section, subsection, clause and phrase hereof would have been prepared, proposed, adopted, approved and ratified irrespective of the fact that any one or more other sections, subsections, sentences, clause or phrases be declared invalid or unconstitutional.

Section 4. This Ordinance shall take effect upon the thirty-first day after its final passage.

INTRODUCED at a regular meeting of the city council of the city of Susanville, California, on the 6th day of November 2024, and adopted at a regular meeting of the city council of the city of Susanville, California, on the 20th day of November, 2024.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

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

The foregoing Ordinance was adopted at a regular meeting of the city council of the city of Susanville, held on the 20th day of November, 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: Cheyenne Ratkey, Fire

Action Date: November 20, 2024

SUBJECT: Consider **Resolution No. 24-6385**, authorizing the Mayor to execute a contract with PACE Engineering, Inc. to provide engineering services for the HVAC Replacement Project at Susanville Fire Department.

PRESENTED BY: M. Bollinger, Public Safety Chief

SUMMARY: During the regular City Council Meeting held on December 15, 2021, Susanville City Council authorized the Fire Chief to engage with an Engineering Firm for Fire Department Boiler Replacement or repairs and execute an agreement. Additionally, during the special City Council Meeting held on April 23, 2024, Susanville City Council approved Resolution No. 24-6304 approving the allocation of \$520,000 for repairing and replacing the roof and heating system at Susanville Fire Department. PACE Engineering Inc. will provide engineering services for the HVAC portion of the project in the amount of \$74,200. The amount will come from the \$520,000 allocation. The scope of work is outlined in the agreement, and the Project Proposal is attached.

FISCAL IMPACT: The funds for this project were approved and allocated from ARPA funding, Resolution No. 24-6304. Funding will not affect the General Fund. No budget increase is necessary, the expenditure of these funds has been approved with the adoption of the FY 2024/25 budget.

ACTION REQUESTED: Motion to approve Resolution No. 24-6385, authorizing the Mayor to execute a contract with PACE Engineering, Inc. to provide engineering services for the HVAC Replacement Project at Susanville Fire Department.

ATTACHMENTS:
[24-6385.pdf](#)
[Ltr Prop_ Susanville Fire Station HVAC Replacement.pdf](#)
[1080.05 EA Susanville Fire Station - HVAC Replacement.pdf](#)
[21-5948.pdf](#)

PROPOSAL

September 18, 2024

Michael Bengoa-Bollinger
Public Safety Chief/#801
Susanville Police/Fire Department
1801 Main Street
Susanville, CA 96130
mbollinger@cityofsusanville.org

Dear Michael,

Subject: Susanville Fire Station – HVAC Replacement
Proposal for Engineering Services

PACE Engineering, Inc. (PACE) appreciates the opportunity to submit this proposal to provide engineering services for the Fire Station HVAC Replacement Project. This proposal is in response to your request for design fees and Technical Memorandum dated July 14, 2022, attached. It is our understanding that the scope of the project is to replace the existing heating water boiler system, fan coils, evaporative cooling, and truck bay unit heaters. The new system will be heat pump based and coupled with an energy recovery ventilator. The heat pumps will provide both heating and cooling to the office, sleep room, and dining room portions of the building. The primary electric power system will also be replaced to both provide power to the new HVAC equipment and remove existing unsafe circuit breakers and panelboards.

SCOPE OF SERVICES

We propose to provide the following Scope of Services for the fees shown below:

Mechanical and Plumbing

Construction Documents:

1. One combined site visit for mechanical and plumbing to review existing conditions affiliated with new equipment and ducted systems.
2. Mechanical specifications shall be included in CSI format.
3. Calculate ventilation air and exhaust requirements to meet Client, code, and industry standards.
4. Trace 3D calculations to determine heating and cooling loads.
5. Size plumbing piping to drain water from cooling coil condensate pans.
6. Construction drawings:
 - a. General notes, equipment/fixture schedules, and legends.

PROPOSAL**Susanville Fire Station – HVAC Replacement**

- b. Mechanical floor plans:
 - i. Supply, return, and exhaust air duct systems.
 - ii. Primary HVAC equipment and systems, including cooling, heating, ventilation, and exhaust systems.
 - c. Plumbing floor plans:
 - i. HVAC equipment condensate drainage.
- 7. Title 24 compliance documents:
 - a. HVAC (NRCC-MCH-E).
- 8. Details as required to accurately depict the improvements shown on the drawings.
- 9. Plan review:
 - a. Address plan review comments as required.
 - b. Drawings shall be suitable for constructing the mechanical and plumbing systems and obtaining approval from the Authority Having Jurisdiction (AHJ).

Construction Cost Estimate:

- 1. Prepare budget construction cost estimate for the mechanical and plumbing work.

Bidding:

- 1. Answer Contractor questions relevant to mechanical design during bidding of the project.
- 2. Prepare addendum as necessary for mechanical and plumbing design-related work.
- 3. Attend one bid walk.

Construction Administration:

- 1. Review submittals and respond to requests for information (RFIs) pertaining to the original Scope of Services.
- 2. Answer questions regarding mechanical and plumbing design during construction.
- 3. One combined site visit for mechanical and plumbing to verify final construction and close out project.
- 4. Prepare punch list once construction has occurred.

Electrical**Construction Documents:**

- 1. One site visit for electrical to review existing conditions.
- 2. Coordination with electric utility, including service application, load calculations, and drawings as required for a complete application.
- 3. Load, voltage drop, and short circuit calculations in accordance with California Electrical Code requirements and as required by the Authority Having Jurisdiction (AHJ).
- 4. Construction drawings:
 - a. Electrical specifications shall be included in CSI format.
 - b. Panelboard schedules with all modified loads identified.
 - c. One-line diagram showing power distribution throughout the area of work.
 - d. Electrical site plan. Electrical distribution equipment locations and routing of power through project area shall be fully coordinated.

PROPOSAL**Susanville Fire Station – HVAC Replacement**

- e. Power plans. Receptacle locations shall be fully coordinated. Low voltage device boxes and conduit requirements shall be coordinated. Low voltage devices shall be provided by others. Coordination with the Mechanical Engineer to supply power to additional HVAC and plumbing equipment.
 - f. Electrical details as required to accurately depict the improvements shown on the drawings.
 - g. Title 24 compliance documents:
 - i. Electrical Distribution (NRCC-ELC-E).
 - h. Details as required to accurately depict the improvements shown on the drawings.
5. Plan review:
- a. Address plan review comments as required.
6. Drawings shall be suitable for constructing the electrical systems and obtaining approval from the AHJ.

Construction Cost Estimate:

- 1. Prepare budget construction cost estimate for the electrical work.

Bidding:

- 1. Answer Contractor questions relevant to electrical design during bidding of the project.
- 2. Prepare addendum as necessary for electrical design-related work.
- 3. Attend one bid walk.

Construction Administration:

- 1. Review submittals and respond to RFIs pertaining to the original Scope of Services.
- 2. Answer questions regarding electrical design during construction.
- 3. Prepare punch list once construction has occurred.

Structural**Construction Documents:**

- 1. One site visit for structural to review existing conditions.
- 2. Review existing structural drawings for information relevant to our design as required.
- 3. Review equipment technical data sheets for new roof-, ceiling-, and ground-mounted equipment.
- 4. Provide structural calculations for new rooftop-, ceiling-, and ground-mounted mechanical and electrical equipment.
- 5. Provide structural drawings, to include the following:
 - a. Construction notes and structural material specifications (all structural specifications to be included on the drawings).
 - b. Partial roof or ceiling framing plans depicting new equipment placement on existing roof or ceiling framing.
 - c. Roof or ceiling framing repair details for supporting new equipment if required. Repair or retrofit design will be limited to rafters and ceiling joists supporting new equipment and excludes the existing glulam beams.

PROPOSAL**Susanville Fire Station – HVAC Replacement**

- d. Equipment anchorage and attachment details.
- e. Address plan review comments by the AHJ.

Construction Cost Estimate:

- 1. Prepare budget construction cost estimate for the structural work.

Bidding:

- 1. Answer Contractor questions relevant to structural design during bidding of the project.
- 2. Prepare addendums for structural items related to our original Scope of Work as necessary.

Construction Administration:

- 1. Review submittals and respond to RFIs pertaining to the original Scope of Services.

EXCLUSIONS

The following assumptions have been made and are not included in the above Scope of Services:

- 1. Preparation of As-Built Drawings or Record Drawings.
- 2. Site visits or bid walks other than those identified in the Scope of Services, including any site visits by the project Structural Engineer. These can be billed on a time-and-expense basis if necessary.
- 3. Revisions to design or coordination caused by presence of asbestos or other hazardous and toxic materials.
- 4. Repair or retrofit of the main roof support beams (7- x 24-inch glulam). It is assumed that all existing glulam beams are adequately sized. Repair or retrofit design will be limited to the main roof rafters or ceiling joists supporting or in the vicinity of the new equipment.
- 5. Creation of as-built documents, except where needed for this project.
- 6. Fire alarm system design.
- 7. Technology system design.
- 8. Generator system design other than what is required to reconnect existing generator to new service.
- 9. Photovoltaic system design. This service may be added for an additional fee if desired.
- 10. Interior or exterior lighting system designs.

PROPOSAL**Susanville Fire Station – HVAC Replacement****FEE**

Our lump-sum fee for completing the Scope of Services as described above is:

Mechanical

Construction Documents:	\$20,300
Construction Cost Estimate:	\$1,600
Bidding:	\$2,350
Construction Administration:	<u>\$11,000</u>
Mechanical Subtotal:	\$35,250

Electrical

Construction Documents:	\$11,750
Construction Cost Estimate:	\$1,400
Bidding:	\$2,100
Construction Administration:	<u>\$3,500</u>
Electrical Subtotal:	\$18,750

Structural

Construction Documents:	\$15,300
Construction Cost Estimate:	\$1,300
Bidding:	\$1,800
Construction Administration:	<u>\$1,800</u>
Structural Subtotal:	\$20,200

TOTAL LUMP-SUM FEE: \$74,200

Please let us know if the above-proposed Scope of Services and fees are agreeable to you, and we will forward an Engineering Agreement for your signature authorizing us to proceed with these services.

Please give me a call if you have any questions regarding our Scope of Services.

Sincerely,



Alex Harp
Senior Mechanical Engineer

Enclosures

c: Dan Newton, City of Susanville, dnewton@cityofsusanville.org
Calvin Abshier, PACE Engineering, Inc., cabshier@paceengineering.us
Steve Wilson, PACE Engineering, Inc., swilson@paceengineering.us

M:\Jobs\00.04\2022\Electrical & Mechanical\City of Susanville Fire Station\Boiler Replacement\Ltr Prop_ Susanville Fire Station HVAC Replacement.docx

TECHNICAL MEMORANDUM

TO: James Moore, Fire Chief
Susanville Fire Department, Susanville, CA

FROM: Alex Harp, Senior Mechanical Engineer
Calvin Abshier, Associate Electrical Engineer
PACE Engineering, Inc.

DATE: July 14, 2022

JOB NO.: 1080.04

SUBJECT: Susanville Fire Station HVAC – Basis for Project Funding

ABSTRACT

In December of 2021, you contacted PACE Engineering, Inc. with concerns about the age of the Fire Station heating system. This technical memorandum addresses antiquated space heating systems that have occasional failures. Finding replacement parts is difficult and sometimes parts are not available. Current systems have been in service for 58 years, which is about 28 years past equipment life expectancy. As such, reliability and operating efficiency are very low compared to new systems. This memorandum includes descriptions of existing and new systems, along with budget level pricing.

EXISTING SYSTEM

The existing heating system comprises a central boiler system, including pump and ancillary equipment; reference Figures 1 and 3 for picture and boiler location. Heating water is delivered to a central air handler located in the mechanical room and to booster heating water coils located in the supply duct system. This allows for comfort heating at the zone level. The apparatus bay is conditioned with unit heaters served by the boiler system.

DEFICIENCIES AND SUGGESTED RESOLUTIONS

Considering the age and likely conditions of the existing heating system, it will continue to experience intermittent failures that can be problematic to repair. At some point, repairs will not be possible and will then require use of incorrect parts or fabrication of custom parts. Both conditions will likely reduce operating efficiency and reliability. The boiler was originally an oil-fired burner type and at some point in time was converted to propane gas-fired. The original boiler type was likely around 65% efficiency. After the conversion, age of boiler tubes, condition of burner, and operation of older controls, it is very likely the efficiency is operating at less than

50%, where new boilers for this type of facility operate closer to 95% efficiency. Upgrading would result in large savings on the monthly propane bills.

Due to complex nature of servicing boilers and associated heating water delivery systems, it is the fire chief's desire that we recommend other system types. It is also desired to have ability for cooling the sleeping and living quarters on hot summer days. As such, we have based this report on heat pump variable refrigerant (VRF, VRV) system types. These systems can provide heating down to very low outdoor temperatures, provide cooling during summer months, and also operate very efficiently. This type of system has been in use since the mid-1980s and is currently the dominant HVAC product type used in the USA, Europe, and Asia. Based on our calculations, the heat pump is expected to be equivalent to a 20-ton system as shown in Figure 2. We coupled the VRV systems with an energy recovery ventilator, which includes a heat exchanger to use exhaust air to heat up outdoor air used for ventilation. This not only saves energy and reduces potential for condensation-based corrosion, it also reduces the size of the VRV systems.

The new HVAC equipment will add approximately 80 amps of load to the existing service. According to Lassen Municipal Utility District, the historical maximum demand on the existing service was 27.2kW, or 65-amps, during July of 2021. Therefore, the size of the existing service is adequate to support the proposed loads and will not need to be increased. The new HVAC loads will be fed from a new panelboard; see Figure 5 for the approximate location and Figure 4 for a proposed one-line diagram.

The electrical systems appear to be original to the building. The main switchboard (MSB) and panelboards are all manufactured by Zinsco, which is a brand that has been shown to be a high risk for electrical failure and presents a real danger of originating fires or other life/safety-type hazards. Zinsco has been out of business since the early 1980s. In addition, the typical service life of main switchboards and panelboards is approximately 30 years, and the equipment at the Susanville Fire Station is significantly older. Given these two factors, it is strongly recommended that the MSB and panelboards be replaced.

BASIS OF COST ESTIMATES

Following are descriptions of work for system replacements. These descriptions are the basis we used for preparing the equipment and materials portion of the cost estimates.

Proposed Heat Pump System:

- Mechanical – Replace the existing boiler heating water system with a central VRV heat pump coupled with zone-based fan coils and air handlers to serve the living quarters and office areas. Propane-fired unit heaters will replace the heating water unit heaters serving the apparatus bay.

- Electrical – The addition of the HVAC equipment throughout the facility presents a substantial increase in electrical load; about 80A at 240V, 3-phase. The existing service is rated for 400A, 120/240V, 3-phase. Based on the findings of our initial investigative site visit and conversations with Lassen Municipal Utility District, the existing service is adequate to accommodate the proposed HVAC improvements.

Proposed Electrical Upgrade:

- The MSB and existing panelboards are from a manufacturer known in the industry to pose a life/safety risk. The MSB and three existing panelboards will all be replaced in kind, and a new panelboard will be added to feed the new HVAC equipment around the building. See Figure 5 for an approximate layout of the proposed new electrical infrastructure.

SUMMARY

Based on our evaluation, it is our professional opinion and recommendation, and the Fire Department's preference, to change the type of heating system from central heating water boiler to central VRV heat pump with zoned fan coils. The anticipated costs were developed using RS Means Cost data, including expected inflation factors. These costs include construction and engineering services. Construction costs are factored using prevailing wage rates. Cost does not include project management services to bid the project, to manage the contractors' operations, to make payments to the contractors, code enforcement plan review, code enforcement inspections, or cost of permits.

Estimated cost for new VRV system:	\$265,500
Additional cost for electric panel replacements:	<u>\$56,200</u>
Total Estimated Cost:	\$321,700

M:\Jobs\1080 City of Susanville\1080.04 Fire Station HVAC\07 Budget Study\Evaluation Report\Technical Memorandum Report.docx



Figure 1 – Existing Heating Water Boiler



Submittal Data Sheet

20-Ton, 230V VRV AURORA HP

RXLQ240TATJU

FEATURES

- VRF Industry's first air cooled system that delivers heating down to -22°F (-30°C) as standard
- Daikin's inverter based vapor injection compressor delivers high heating capacity of up to 100% of nominal at 0°F (-18°C), up to 85% of nominal at -13°F (-25°C) and up to 60% of nominal at -22°F (-30°C)
- Refrigerant-cooled efficient and stable inverter board operation, independent of ambient conditions
- Added peace of mind with Auto Changeover ability to back up (auxiliary) heat
- Year round comfort and energy efficiency delivered by combining VRV and VRT technologies
- Available in 6, 8, 10 ton single modules and 12, 16, 20 ton multi-module systems
- Seamless connection to all VRV M, P and T series indoor and air processing units
- Ships factory standard with coil guards
- Assembled in the US to increase flexibility and reduce lead times
- Standard Limited Warranty: 10-year limited parts warranty



BENEFITS

- Refrigerant cooled inverted technology allows installation without an additional drain pan heater
- Designed and optimized for Total Cost of Construction (TCC) and reduced Life Cycle Cost (LCC)
- Modular and lightweight - enables flexibility in system layout and installation
- Engineered with Daikin's inverter based vapor injection compressor for optimized part load efficiency
- Heat exchanger coil wraps around on all 4 sides of the unit to increase the surface area / efficiency
- Corrosion resistant, 1000 hours salt spray tested Daikin PE blue fin heat exchanger
- Long pipe lengths up to 1640 ft total and ability to connect up to 41 indoor units with up to 98 ft vertical separation between indoor units provides design and installation flexibility
- Digital display on the unit for improved and faster configuration, commissioning, and troubleshooting



Figure 2 – VRV Heat Pump

PERFORMANCE

Outdoor Unit Model No.	RXLQ240TATJU	Outdoor Unit Name:	20-Ton, 230V VRV AURORA HP
Type:	Heat Pump	Unit Combination:	RXLQ120TATJU(x2)
Rated Cooling Conditions:	Indoor (°F DB/WB): 80 / 67 Ambient (°F DB/WB): 95 / 75	Rated Heating Conditions:	Indoor (°F DB/WB): 70 / 60 Ambient (°F DB/WB): 47 / 43
Rated Piping Length(ft):			
Rated Height Difference (ft):	0.00		
Rated Cooling Capacity (Btu/hr):	228,000	Rated Heating Capacity (Btu/hr):	256,000
Nom Cooling Capacity (Btu/hr):	240,000	Nom Heating Capacity (Btu/hr):	270,000
Cooling Input Power (kW):	18.30	Heating Input Power (kW):	19.40
EER (Non-Ducted/Ducted):	12.10 / 11.50	Heating COP (Non-Ducted/Ducted):	3.8 / 3.5
IEER (Non-Ducted/Ducted):	21.00 / 18.60	Heating COP 17F (Non-Ducted/Ducted):	2.2 / 2.1

DIMENSIONAL DRAWING

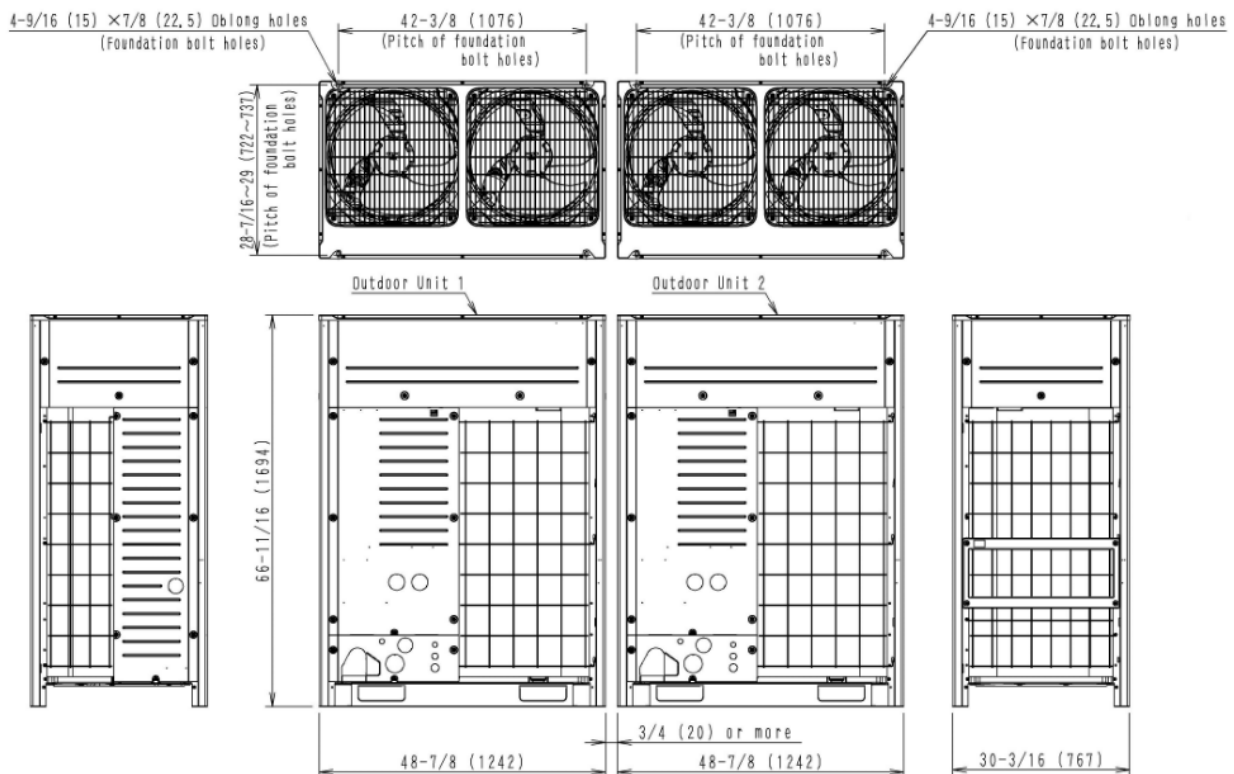


Figure 2 cont. – VRV Heat Pump

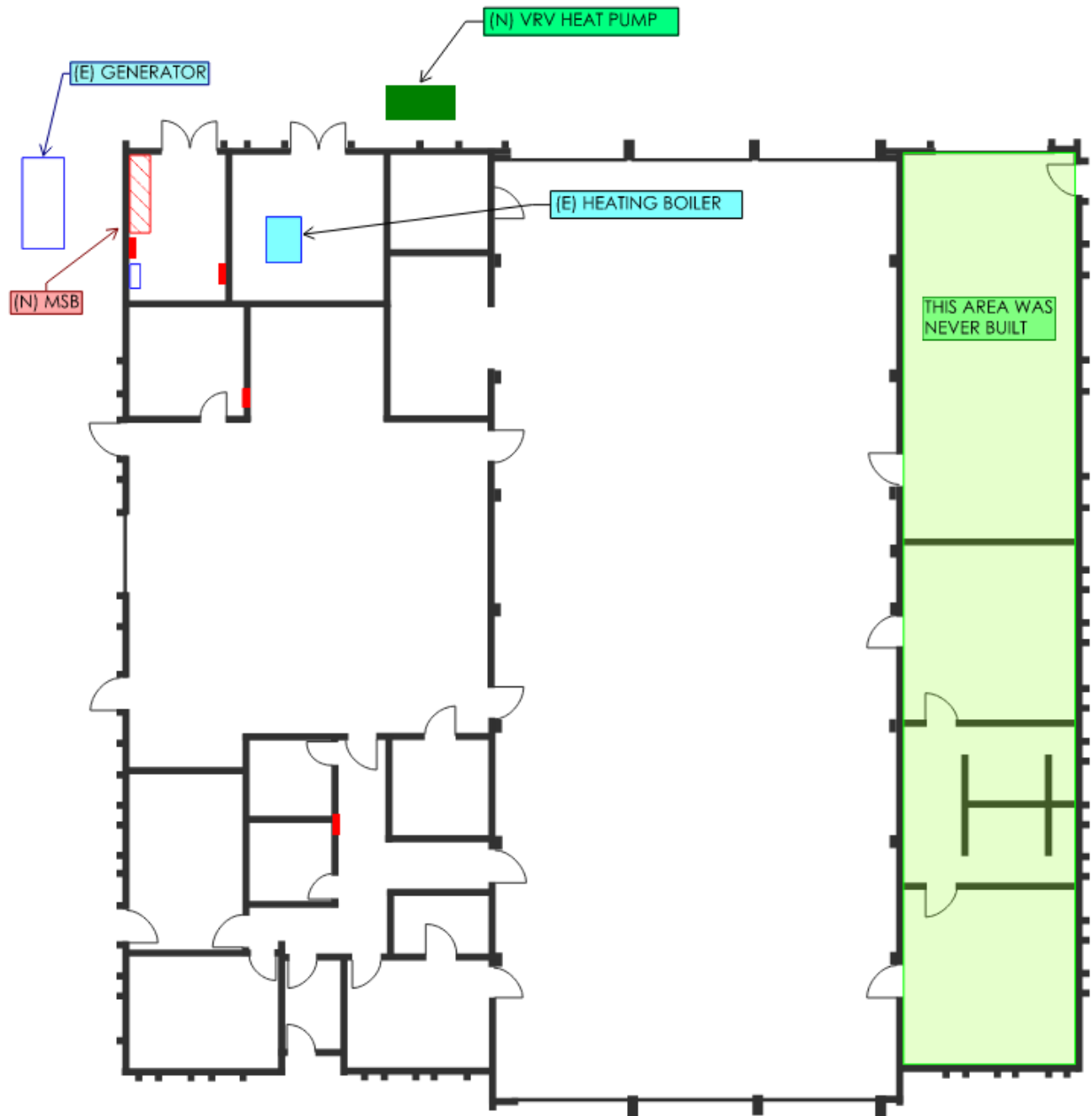


Figure 3 – Equipment Locations

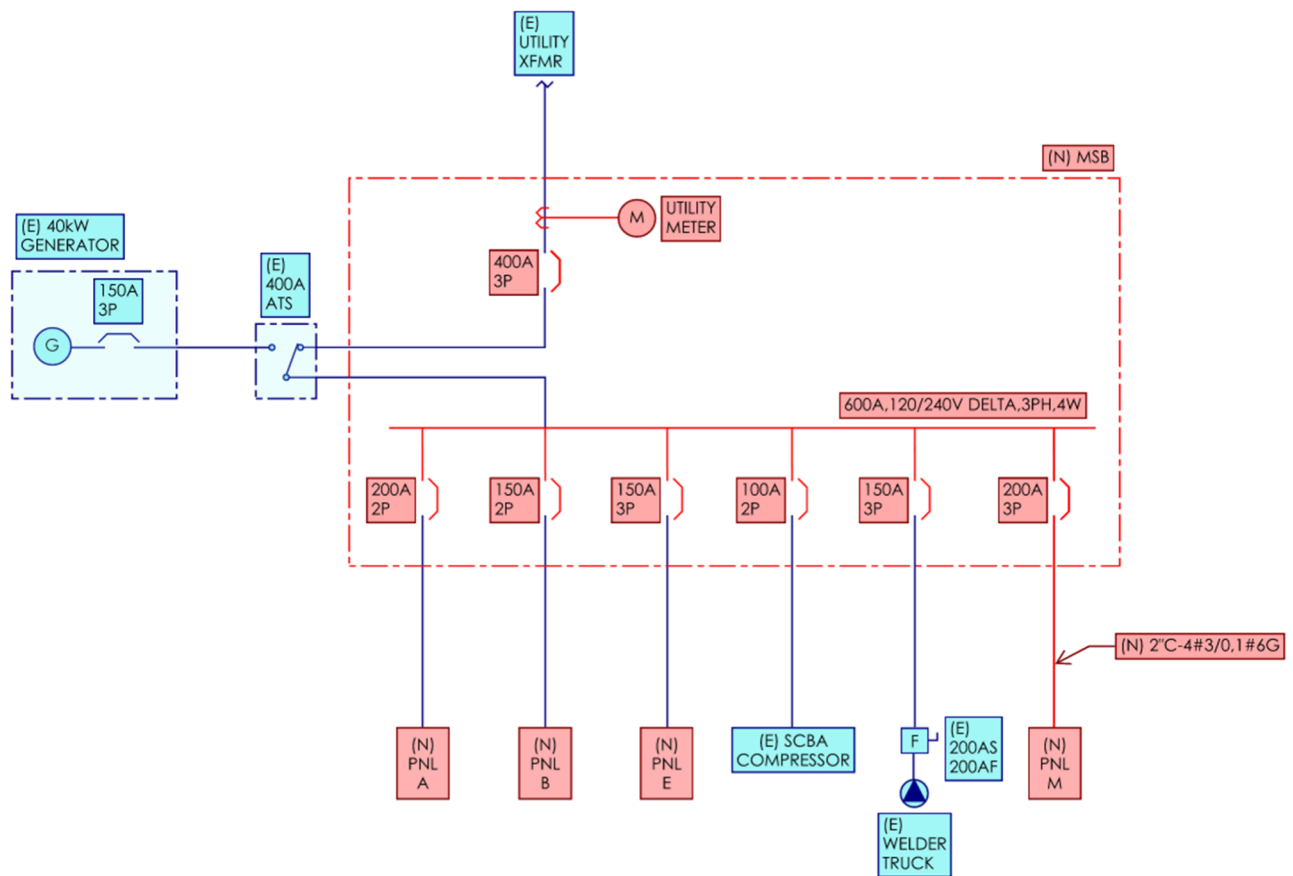


Figure 4 – Revised One-Line Diagram

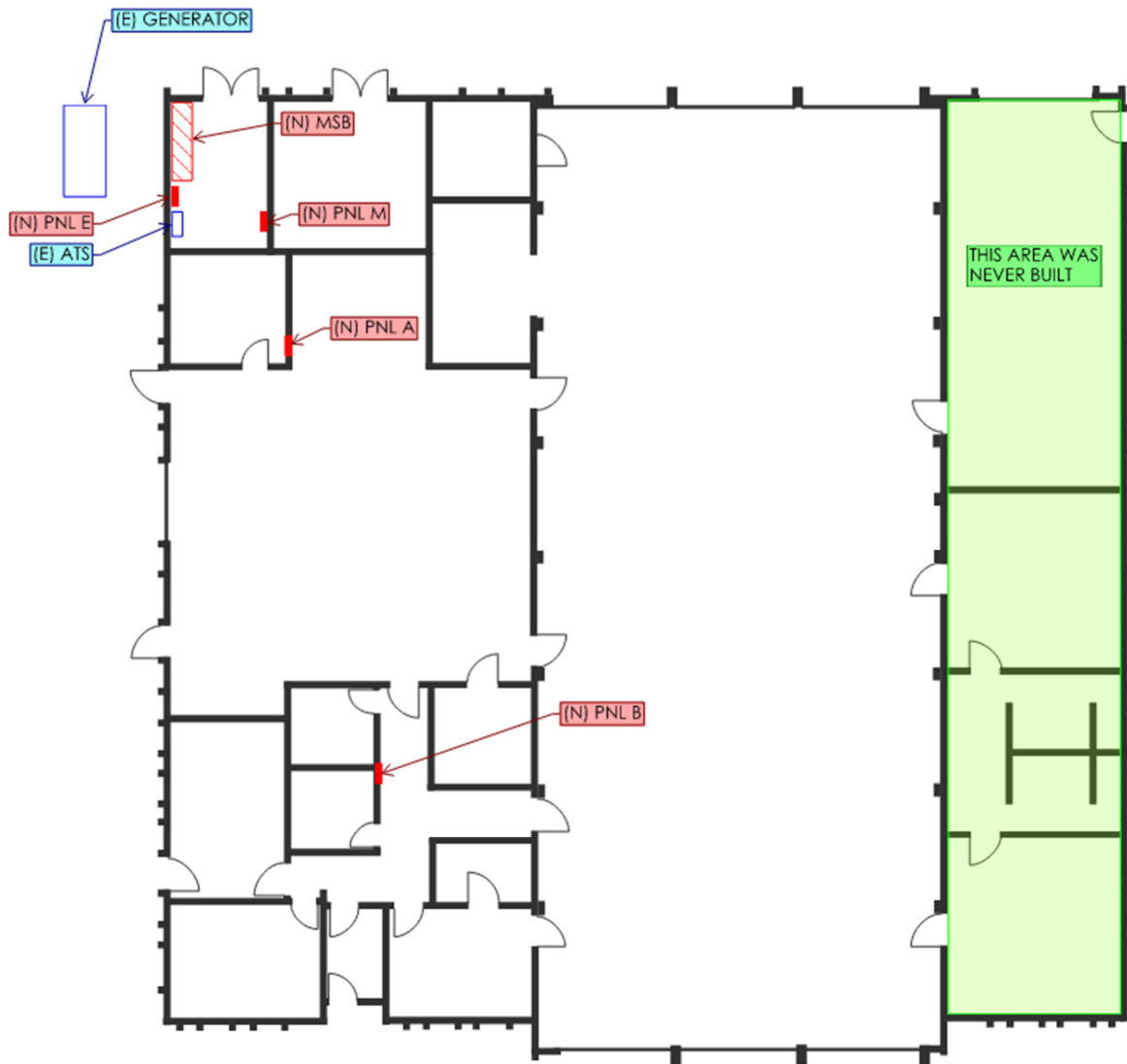


Figure 5 – Electrical Distribution



5155 VENTURE PARKWAY
REDDING, CA 96002
(530) 244-0202

ENGINEERING AGREEMENT

This Agreement has been entered into at Redding, California, on the Client signature date set forth below and is by and between the Client as listed below and PACE Engineering, Inc., hereinafter referred to as Consultant.

CLIENT: City of Susanville **PHONE:** _____
ATTENTION: Michael Bengoa-Bollinger, Public Safety Chief **EMAIL:** mbollinger@cityofsusanville.org
ADDRESS: 1801 Main Street, Susanville, CA 96130
PROJECT TITLE: Susanville Fire Station – HVAC Replacement
PROJECT NO.: 1080.05 **CLIENT PROJECT NO.:** _____

SCOPE OF SERVICES BY CONSULTANT:

See attached proposal letter dated September 18, 2024.

FEE:

The Consultant agrees to perform the above-described services for the Client. The Client agrees to compensate Consultant for such services as follows:

Lump-sum fee: \$74,200

Time-and-expense estimated fee per attached Fee Schedule(s): N/A

Deposit: N/A

IN WITNESS WHEREOF, the parties hereto have accepted, made, and executed this Agreement, which is subject to the Standard Provisions contained herein and the terms and conditions contained in the documents attached herewith and made a part hereof.

- ☐ LLC/LLP Membership Signatory Agreement is attached requiring signatures of all members.
☐ Other exhibits not identified above are as follows: _____

CONSULTANT:

Signature

Alex Harp, Senior Mechanical Engineer

Name/Title

September 25, 2024

Date

M 26028

License No.

CLIENT:

Signature

Name/Title

Date

Form of doing business (Owner, Partnership, Corporation)

TABLE OF CONTENTS

ARTICLE 1 – CLIENT’S RESPONSIBILITIES4

1.01 Client’s Expectations 4

1.02 Authorized Representative..... 4

1.03 Budget 4

1.04 Legal and Accounting Services 4

1.05 Client’s Consultants..... 4

1.06 Contract for Construction 5

1.07 Construction Contractor’s Obligations 5

1.08 Builder’s All Risk Insurance 5

1.09 Communication 5

1.10 Testing and Inspections 5

1.11 Notifications 5

1.12 Access..... 5

ARTICLE 2 – INVOICES AND PAYMENTS.....5

2.01 Payment Through Third Parties..... 5

2.02 Terms of Payment 5

2.03 Billing Acceptance 6

2.04 Late Payment Fees 6

2.05 Fee Increases..... 6

2.06 Additional Work 6

2.07 Client Fee Responsibilities..... 6

ARTICLE 3 – OPINIONS OF CONSTRUCTION COST ESTIMATES AND/OR QUANTITIES6

3.01 Opinions of Construction Cost Estimates and/or Quantities 6

3.02 Estimates of Quantities 7

ARTICLE 4 – GENERAL CONSIDERATIONS7

4.01 Cooperation 7

4.02 Successors, Assigns, and Beneficiaries..... 7

4.03 Entire Agreement..... 7

4.04 Agreement Execution..... 7

4.05 Waivers..... 7

4.06 Severability..... 7

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

4.07	Controlling Law	8
4.08	Suspension or Termination	8
4.09	Client Bankruptcy.....	8
4.10	Lien and Stop Notice Rights	8
4.11	Standard of Care	8
4.12	Third Parties	8
4.13	Mutual Waiver of Consequential Damages	9
4.14	Delays Beyond Reasonable Control	9
4.15	Dispute Resolution	9
4.16	Limitation of Liability.....	10
4.17	Statute of Limitations.....	10
4.18	Instruments of Service	11
4.19	Electronic Files	11
4.20	Promotional Rights.....	12
4.21	Use of Non-Final Documents	12
4.22	Unauthorized Changes, Directives, or Substitutions.....	12
4.23	Government or Agency Permits or Approvals.....	13
4.24	Asbestos and Hazardous/Toxic Materials.....	13
4.25	Field Conditions Acknowledgement	13
4.26	Site Conditions and Subsurface Investigations.....	14
4.27	Grading Plans and Construction Staking.....	14
4.28	Prevailing Wages	14
4.29	Common Interest Developments.....	14
ARTICLE 5 – POST-DESIGN-RELATED PROVISIONS.....		15
5.01	Construction Phase Services	15
5.02	Construction Contractor’s Obligations.....	15
5.03	Submittals and Shop Drawings.....	16
5.04	Rejection of Work.....	16
5.05	Re-Staking or Record Monumentation.....	16
5.06	Changed Conditions	16
5.07	Record Drawings	17

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

This agreement shall be legally binding between the Consultant and the Client. The term Owner, referring to the entity exercising control over the project, is utilized within this Agreement to ensure clarity in instances where the Owner may not necessarily be the Client. In situations where the Client is distinct from the Owner, it is the Client's responsibility to coordinate this Agreement and any separate agreement between the Client and the Owner. However, in cases where the Client is also the Owner, the references to Owner may be redundant.

Client and Consultant agree that the following provisions shall be part of this Agreement:

ARTICLE 1 – CLIENT'S RESPONSIBILITIES

- 1.01 Client's Expectations: Unless otherwise provided for under this Agreement, Client shall provide information in a timely manner regarding requirements for and limitations on the project, including a written program, which shall set forth the project's scope, objectives, schedule, flexibility, expandability, special equipment, systems, site requirements, and constraints and criteria, including space requirements and relationships.
- 1.02 Authorized Representative: Client shall identify a representative authorized to act on Client's behalf with respect to the project. Client shall render decisions and approve Consultant's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of Consultant's services.
- 1.03 Budget: Client shall provide the project budget to Consultant that establishes the cost of the work, other internal costs, and reasonable contingencies related to all of these costs. Client shall update the project budget, as necessary, throughout the duration of the project until final completion. If Client significantly increases or decreases the project budget for the cost of the work, Client shall notify Consultant. Client and Consultant shall thereafter agree to a corresponding change in the project's scope.
- 1.04 Legal and Accounting Services: Client shall furnish all legal, insurance, and accounting services, including auditing services, that may be reasonably necessary at any time for the project to meet Client's and Owner's needs and interests.
- 1.05 Client's Consultants: Client shall coordinate the services of its own consultants and Owner's consultants with those services provided by Consultant. Upon Consultant's request, Client shall furnish copies of the scope of services in the contracts between Client and Client's consultants and Owner and Owner's consultants. Client and Owner shall furnish the services of consultants other than those designated as the responsibility of Consultant in this Agreement or authorize Consultant to furnish them as an additional service when Consultant requests such services and demonstrates that they are reasonably required by the scope of the project. Client shall require that its consultants, Owner's consultant, and Owner's construction contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided. Client acknowledges that Consultant shall be entitled to rely on and shall not be responsible for the accuracy, completeness, and timeliness of services and information furnished by Client, Client's consultants, and Owner's consultants. Client shall provide prompt written notice to Consultant if Client becomes aware of any error, omission, or inconsistency in such services or information.

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

- 1.06 Contract for Construction: Before executing the Contract for Construction, Client or Owner shall coordinate Consultant's duties and responsibilities set forth in the Contract for Construction with Consultant's services set forth in this Agreement. Client or Owner shall provide Consultant with a copy of the executed agreement between Owner and construction contractor and all other documents provided to the construction contractor, including the General Conditions of the Contract for Construction.
- 1.07 Construction Contractor's Obligations: Client agrees to require the Owner's construction contractor and subcontractors to review the drawings, specifications, and documents prepared by Consultant prior to the commencement of construction-phase work. If the construction contractor and/or subcontractors determine there are deficiencies, conflicts, errors, omissions, code violations, improper uses of materials, or other deficiencies in the drawings, specifications, and documents prepared by Consultant, construction contractors and subcontractors shall notify Client so those deficiencies may be corrected by Consultant prior to the commencement of construction-phase work.
- 1.08 Builder's All Risk Insurance: Client agrees or shall ensure that Owner agrees to purchase and maintain or cause construction contractor to purchase and maintain, during the course of construction, builder's all risk insurance which will name Consultant as an additional named insured.
- 1.09 Communication: Client and Owner shall include Consultant in all communications with the construction contractor that relate to or affect Consultant's services or professional responsibilities. Client shall promptly notify Consultant of the substance of any direct communications between Client, Owner, and construction contractor otherwise relating to the project. Communications by and with Consultant's subconsultants shall be through the Consultant.
- 1.10 Testing and Inspections: Unless noted otherwise, Client or Owner shall furnish tests, inspections, commissioning, and reports required by law or the Contract Documents, including but not limited to structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.
- 1.11 Notifications: Client shall provide prompt written notice to Consultant if Client becomes aware of any fault or defect in the project, including errors, omissions, or inconsistencies in Consultant's Instruments of Service.
- 1.12 Access: Client or Owner shall provide Consultant access to the project site prior to commencement of the work and shall obligate construction contractor to provide Consultant access to the work wherever it is in preparation or progress. Limiting access by Client, Owner, or construction contractor may result in extra services in accordance with Section 2.06.

ARTICLE 2 – INVOICES AND PAYMENTS

- 2.01 Payment Through Third Parties: If payment for Consultant's services is to be made on behalf of Client by a third-party lender, Client shall notify Consultant of the third-party lender's payment terms, and Client agrees that Consultant shall not be required to indemnify the third-party lender, in the form of an endorsement or otherwise, as a condition to receiving payment for services.
- 2.02 Terms of Payment: All fees and other charges due Consultant will be billed monthly and shall be due at the time of billing unless specified otherwise in this Agreement. If Client fails to pay Consultant within thirty (30) days after invoices are rendered, Consultant shall have the right in its sole discretion

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

- to consider such default in payment a material breach of this entire Agreement and, upon written notice, Consultant's duties, obligations, and responsibilities under this Agreement may be suspended or terminated. In such event, Client shall promptly pay Consultant for all outstanding fees and charges due to Consultant at the time of suspension or termination. If Consultant elects to suspend or terminate Consultant's services pursuant to this provision, Consultant is entitled to reasonable suspension or termination costs or expenses. For lump-sum work, the amount due shall be based on Consultant's estimate of the percent complete at the time that the invoice is prepared.
- 2.03 Billing Acceptance: Client agrees that all billings from Consultant to Client are correct and binding on Client unless Client, within ten (10) days from the date of receipt of such billing, notifies Consultant in writing of alleged inaccuracies, discrepancies, or errors in billing.
- 2.04 Late Payment Fees: Client agrees to pay a monthly late payment charge, which will be the lesser of one and one-half percent (1½%) per month or a monthly charge not to exceed the maximum legal rate, which will be applied to any unpaid balance commencing thirty (30) days after the date of the billing.
- 2.05 Fee Increases: In the event Consultant's fee schedule changes due to any increase of costs, such as the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or increase in the cost of living during the lifetime of this Agreement, a percentage increase may be applied to all remaining fees and charges to reflect the increased costs.
- 2.06 Additional Work: Client agrees that if Client requests services not specified in the scope of services described in this Agreement, Client will pay for all such additional services as extra services in accordance with Consultant's billing rates utilized for this Agreement or as amended to this Agreement.
- 2.07 Client Fee Responsibilities: Unless noted otherwise, Client or Owner shall pay the costs of all permitting and application fees, including but not limited to zoning and annexation application fees, assessment fees, title company fees, soils or geotechnical engineering fees, applicable taxes on professional services, permit fees, bond premiums, reproductions, testing and inspection fees, commissioning fees, and all other similar charges not specifically covered by the terms of this Agreement. Upon Consultant's request, Client or Owner shall execute and deliver, or cause to be executed and delivered, such additional information, documents, or money to pay governmental fees and charges which are necessary for Consultant to perform services pursuant to the terms of this Agreement.

ARTICLE 3 – OPINIONS OF CONSTRUCTION COST ESTIMATES AND/OR QUANTITIES

- 3.01 Opinions of Construction Cost Estimates and/or Quantities: If the scope of services requires Consultant to estimate quantities, such estimates are made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, such estimates are only estimates and shall not constitute representations, warranties, or guarantees of the quantities of the subject of the estimate. If the scope of services requires Consultant to provide its opinion of probable construction costs, such opinion is to be made on the basis of Consultant's experience and qualifications and represents Consultant's best judgment as to the probable construction costs. However, since Consultant has no control over costs or the price of labor, equipment, or materials or over the construction contractor's method of pricing, such opinions of probable construction costs do not constitute representations, warranties, or guarantees of the accuracy of such opinions as compared to bid or actual costs.

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

- 3.02 Estimates of Quantities: Estimates of quantities provided under this Agreement are not intended to be, nor should they be considered to be, precise. The estimate will be performed pursuant to generally accepted standards of professional practice in effect at the time of performance.

ARTICLE 4 – GENERAL CONSIDERATIONS

- 4.01 Cooperation: Client and Consultant agree to cooperate with each other to fulfill their responsibilities and obligations under this Agreement. Both Client and Consultant shall endeavor to maintain good working relationships among members of the project team.
- 4.02 Successors, Assigns, and Beneficiaries: This Agreement shall be binding upon the heirs, executors, administrators, successors, and assigns of Client and Consultant. This Agreement shall not be assigned by either Client or Consultant without the prior written consent of the other. Neither Client nor Consultant shall assign claims arising from the Agreement without the prior written consent of the other. This Agreement and deliverables, obligations, and rights herein are intended for the sole use and benefit of the parties and are not intended to create any third-party rights or benefits.
- 4.03 Entire Agreement: This Agreement contains the entire Agreement between Client and Consultant relating to the project and the provision of services for the project. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect. Subsequent modifications to this Agreement shall be in writing and signed by both Client and Consultant. Consultant shall have no other duties or responsibilities except those set forth herein.
- 4.04 Agreement Execution: This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this Agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code Section 1633.1 to 1633.17), for executing this Agreement. The Parties further agree that the electronic signatures of the Parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the Party using it to have the same force and effect as the use of a manual signature and shall be reasonably relied upon by the Parties. For purposes of this Section, a digital signature is a type of “electronic signature” as defined in subdivision (i) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via .pdf document shall be treated as originals for all purposes.
- 4.05 Waivers: Consultant’s or Client’s waiver of any term, condition, or covenant shall not constitute the waiver of any other term, condition, or covenant. Consultant’s or Client’s waiver of any breach of this Agreement shall not constitute the waiver of any other breach of the Agreement.
- 4.06 Severability: If any term, condition, or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Agreement shall be valid and binding on Client and Consultant. Client and Consultant agree that the Agreement shall be

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

- reformed to replace such invalid provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intent of the invalid provision.
- 4.07 Controlling Law: This Agreement shall be governed by and construed in accordance with the laws of the State of California.
- 4.08 Suspension or Termination: Client acknowledges Consultant has the right to complete all services agreed to be rendered pursuant to this Agreement. In the event this Agreement is terminated before the completion of all services, unless Consultant is responsible for such early termination, Client agrees to release Consultant from all liability for services performed. In the event all or any portion of the services by Consultant are suspended, abandoned, or otherwise terminated, Client shall pay Consultant all fees and charges for services provided prior to termination, not to exceed the contract limits specified herein, if any. Client acknowledges if the project services are suspended and restarted, there will be additional charges due to suspension of the services which shall be paid for by Client as extra services pursuant to Section 2.06. Client acknowledges if project services are terminated for the convenience of Client or Owner, Consultant is entitled to reasonable termination costs and expenses, to be paid by Client as extra services pursuant to Section 2.06. If Client is in default regarding Client's payment obligations under this Agreement, and Client requests Consultant continue providing some or all services, Consultant has no obligation to provide any further services unless Client provides financial assurances satisfactory to Consultant. Any suspension or termination by Client or Consultant shall be provided in writing.
- 4.09 Client Bankruptcy: If Client files a voluntary petition seeking relief under the United States Bankruptcy Code or if there is an involuntary bankruptcy petition filed against Client in the United States Bankruptcy Court, and that petition is not dismissed within fifteen (15) days of its filing, Consultant shall be entitled to continue suspension of the performance of any and all of its obligations pursuant to this Agreement where the Client is in default and was in default prior to the filing of the bankruptcy petition. If, upon filing a voluntary petition or an involuntary petition in the United States Bankruptcy Court, Client seeks to have Consultant continue to provide services pursuant to this Agreement, Client agrees to comply with applicable provisions of the United States Bankruptcy Code to ensure payment for any continuing or reinstated services.
- 4.10 Lien and Stop Notice Rights: This Agreement shall not be construed to alter, affect, or waive any design professional's lien, mechanic's lien, or stop notice right which Consultant may have for the performance of services pursuant to this Agreement. Client agrees to provide to Consultant the present name and address of the record owner of the property upon which the project is to be located. Client also agrees to provide Consultant with the name and address of any and all lenders who may loan money on the project and who are entitled to receive preliminary notice.
- 4.11 Standard of Care: Consultant makes no warranty, either expressed or implied, as to its findings, recommendations, drawings, specifications, or professional advice except that the services were performed pursuant to generally accepted standards of professional practice provided by similarly situated professionals practicing in the same or similar locality under the same or similar circumstances. Accordingly, Client shall provide appropriate contingencies in both schedule and cost.
- 4.12 Third Parties: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either Client or Consultant. Consultant shall not be responsible for the statements, performance, acts, errors, or omissions of any person or entity not

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

under its direct control. Client acknowledges that Consultant is not responsible for the performance of work by third parties, including but not limited to the Owner or construction contractor and its subcontractors.

- 4.13 Mutual Waiver of Consequential Damages: Notwithstanding any other provision of this Agreement, and to the extent permitted by law, neither Client nor Consultant nor Owner, their respective officers, directors, partners, employees, construction contractors, or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect, or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include but is not limited to loss of use, loss of profit, loss of business, loss of income, loss of reputation, or any other incidental, indirect, or consequential damage that either party may have incurred from any cause or action.
- 4.14 Delays Beyond Reasonable Control: Consultant is not responsible for delay caused by activities or factors beyond Consultant's reasonable control, including but not limited to delays by reason of strikes, lockouts, work slowdowns or stoppages, supply chain issues or delays, power failures, accidents, equipment malfunctions, acts of God, pandemics, failure of Client or Owner to furnish timely information or approve or disapprove of Consultant's services or instruments of service promptly, or faulty performance by Client, Owner, or other contractors or governmental agencies. When such delays beyond Consultant's reasonable control occur, Client agrees Consultant shall not be responsible for damages nor shall Consultant be deemed to be in default of this Agreement. Further, when such delays occur, Client agrees that, to the extent such delays cause Consultant to perform extra services, such services shall be paid for by Client as extra services in accordance with Section 2.06.
- 4.15 Dispute Resolution: In the event of any litigation or arbitration arising from or related to the services provided under this Agreement, the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees, experts' fees, and other related expenses.

Client agrees that in the event Consultant institutes litigation to enforce or interpret the provisions of this Agreement, such litigation is to be brought and adjudicated in the appropriate court in the county in which Consultant's place of business is located, and Client waives the right to bring, try, or remove such litigation to any other county or judicial district.

In an effort to resolve any conflicts that arise during the planning, design, or construction of the project or following completion of the project, Client and Consultant agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.

Client and Consultant further agree to include a similar mediation provision in all agreements with Owner, independent contractors, and consultants retained for the project and to require Owner, all independent contractors, and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers, or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

This shall not preclude or limit Consultant's right to file an action for collection of fees if the amount in dispute is within the jurisdiction of the small claims court.

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

This shall not preclude or limit Consultant's right to record, perfect, or enforce applicable mechanic's lien or stop notice remedies.

Consultant and Client agree that any dispute or claim in law or equity arising between them out of this Agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration. The arbitrator shall be a retired judge or justice, or an attorney with at least 10 years of civil law experience, unless the parties mutually agree to a different arbitrator, who shall render an award in accordance with substantive California law. The parties shall have the right to discovery in accordance with Code of Civil Procedure Section 1283.05. In all other respects, the arbitration shall be conducted in accordance with Title 9 of Part III of the California Code of Civil Procedure. Judgment upon the award of the arbitrator(s) may be entered into any court having jurisdiction.

Client agrees to reimburse Consultant for any time and expense incurred for depositions or appearances at any legal proceedings requested by Client or duly authorized attorney, or when required by a subpoena or court action, as may be required from the Consultant performing work under this Agreement. Client agrees to indemnify and reimburse Consultant for costs and expenses that may result in legal actions taken against Consultant unless it is determined by a court of law that Consultant was negligent in his services leading to such action. Consultant shall be paid by Client for such time and expense at his normal charge-out rate for professional services applicable at the time.

Client and Consultant shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law but, in any case, not more than 10 years after the date of Substantial Completion of the work. Client and Consultant waive all claims and causes of action not commenced in accordance with this Section.

- 4.16 Limitation of Liability: Client agrees to limit the liability of Consultant, its principals, employees, and subconsultants, to Client and to all contractors and subcontractors on the project, for any claim or action arising in tort, contract, or strict liability to the sum of \$45,000 or Consultant's fee, whichever is greater. Client and Consultant acknowledge that this provision was expressly negotiated and agreed upon.

Consultant shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might, in the judgment of the Consultant, increase Consultant's contractual or legal obligations or risk, or adversely affect the availability or cost of its professional or general liability insurance. Consultant shall not be required to sign any documents, requested by any party, including Client, that would result in Consultant having to certify, guarantee, warrant, or state the existence of conditions whose existence Consultant cannot ascertain. Client also agrees not to make resolution of any dispute with Consultant or payment of any money due to Consultant in any way contingent upon Consultant signing any such certification, guarantee, warranty, or statement.

- 4.17 Statute of Limitations: Any applicable statute of limitations pertaining to all causes of action, latent or patent, shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the date of Substantial Completion.

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

4.18 Instruments of Service: Client acknowledges all reports, drawings, specifications, field data, notes, photographs, videos, and other documents, including all such documents on electronic media, prepared by Consultant and Consultant's subconsultants are instruments of service and shall remain the property of Consultant and Consultant's subconsultants and may be used by Consultant without the consent of Client. Consultant and Consultant's subconsultants shall be deemed the authors and owners of their respective instruments of service, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of instruments of service to meet official regulatory requirements or for similar purposes in connection with this Agreement is not to be construed as publication in derogation of the reserved rights of Consultant or Consultant's subconsultants. Upon request and payment of all costs involved, Client is entitled to a copy of all final drawings and specifications for use in connection with the project for which the drawings and specifications have been prepared. Client acknowledges that its right to utilize final drawings and specifications and the services of Consultant provided pursuant to this Agreement will continue only so long as Client is not in default, pursuant to the terms and conditions of this Agreement, and Client has performed all its obligations under this Agreement. In the event Client is in default of any of the terms and conditions of this Agreement, any license or right to utilize the instruments of service by Client is automatically revoked.

4.19 Electronic Files: In accepting and utilizing any electronic files or drawings, reports, and data on any form of electronic media generated and furnished by Consultant ("electronic files"), Client covenants and agrees that all such electronic files are instruments of service of Consultant, who shall be deemed the author and shall retain all common law, statutory law, and other rights, including copyrights. Client agrees not to use or reuse these electronic files, in whole or in part, for any purpose or project other than the project that is subject of this Agreement. Client agrees not to make changes to or transfer these electronic files to others without the prior written consent of Consultant. Client further agrees to waive all claims against Consultant resulting in any way from any unauthorized changes, use, or reuse of the electronic files for any other project by anyone other than Consultant.

Client acknowledges that Client and Consultant have agreed on all hardware and software specifications which may be necessary for transmission of electronic files relevant to the project.

Electronic files furnished by either party shall be subject to an acceptance period of fifteen (15) days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

Electronic files, such as computer-aided drafting and design files, may not be construction documents, and Consultant makes no representation as to their accuracy or completeness. Client is aware that differences may exist between the electronic files delivered and the signed and stamped or sealed construction documents. In the event of a conflict between signed construction documents prepared by Consultant and electronic files, the signed and stamped or sealed construction documents, copies of which shall be kept by Consultant, shall govern.

In addition, Client agrees, to the extent permitted by law, to indemnify and hold harmless Consultant, its officers, directors, employees, and subconsultants against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising from any unauthorized changes made by anyone

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

other than Consultant or from any use or reuse of the electronic files for any other project by anyone other than Consultant.

Under no circumstances shall delivery of electronic files for use by Client be deemed a sale of a product by Consultant, and Consultant makes no warranties, either expressed or implied, of merchantability and fitness for any particular purpose. In no event shall Consultant be liable for any damages as a result of Client's use or reuse of the electronic files.

- 4.20 Promotional Rights: Consultant shall have the right to include photographic or artistic representations of the design of the project among Consultant's promotional and professional materials. Consultant shall be given reasonable access to the completed project to make such representations. However, Consultant's materials shall not include Client's or Owner's confidential or proprietary information if Client or Owner has previously advised Consultant in writing of the specific information considered by Client or Owner to be confidential or proprietary. Client shall provide professional credit for Consultant in Client's promotional materials for the project. This Section shall survive the termination of this Agreement unless Client terminates this Agreement for cause.
- 4.21 Use of Non-Final Documents: Client and Owner agrees not to use or permit any other person to use drawings, specifications, reports, or other documents prepared by Consultant which drawings, specifications, reports, or other documents are not final and which are not signed and stamped or sealed by Consultant. Client shall be responsible for any such use of all non-final drawings, specifications, reports, or other documents not signed and stamped or sealed by Consultant. Client hereby waives any claim for liability against Consultant for such use. Client agrees, to the extent permitted by law, to indemnify and hold harmless Consultant, its officers, directors, employees, and subconsultants against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising from a violation of this section by Client or Owner. Client further agrees that final drawings, specifications, reports, or other documents are for the exclusive use of Client and may be used by Client only for the project described hereinbefore and such use is subject to the terms and conditions of this Agreement. Such final drawings, specifications, cost estimates, reports, or other documents may not be changed or used on a different project without written authorization or approval by Consultant. If signed check prints are required to be submitted with a stamp or seal, they shall not be considered final for purposes of this section.
- 4.22 Unauthorized Changes, Directives, or Substitutions: In the event that 1) Client or Owner agrees to, authorizes, or permits changes/substitutions in the drawings, specifications, documents, or electronic files prepared by Consultant, which changes/substitutions are not consented to in writing by Consultant, or 2) Client or Owner agrees to, authorizes, or permits construction of unauthorized changes/substitutions in the drawings, specifications, documents, or electronic files prepared by Consultant, which changes are not consented to in writing by Consultant, or 3) Client or Owner agrees to, authorizes, or accepts non-conforming work not consented to in writing by Consultant, or 4) Client or Owner does not follow recommendations prepared by Consultant pursuant to this Agreement, which changed recommendations are not consented to in writing by Consultant, then Client acknowledges that the unauthorized changes and their effects are not the responsibility of Consultant, and Client agrees to release Consultant from all liability arising from the use of such changes and further agrees, to the extent permitted by law, to defend, indemnify, and hold harmless Consultant, its officers, directors, employees, and subconsultants from and against all claims, demands, damages, or costs, including attorneys' fees, arising from the unauthorized changes.

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

- 4.23 Government or Agency Permits or Approvals: If the scope of services includes Consultant's assistance in applying for governmental or agency permits or approvals, Consultant's assistance shall not constitute a representation, warranty, or guarantee that such permits or approvals will be acted upon favorably by any government or agency. If Consultant, pursuant to this Agreement, produces drawings, specifications, or other documents and/or performs field services and such drawings, specifications, or other documents and/or field services are required by any government or agency and such government or agency changes its ordinances, codes, policies, procedures, or requirements after the date of this Agreement, any additional office or field services thereby required shall be paid for by Client as extra services in accordance with Section 2.06.

Consultant shall not be liable for damages resulting from the actions or inactions of government or agencies, including but not limited to permit processing, environmental impact reports, dedications, general plans and amendments thereto, zoning matters, annexations or consolidations, use or conditional use permits, project or drawing approvals, funding agency agreements, and building permits. Client agrees that it is the responsibility of Client or Owner to maintain in good standing all governmental or agency permits or approvals and to timely apply for any necessary extensions thereof.

- 4.24 Asbestos and Hazardous/Toxic Materials: Client acknowledges that Consultant's scope of services for this project does not include any services related in any way to asbestos and/or hazardous or toxic materials. Should Consultant or any other party encounter such materials on the job site, or should it in any other way become known that such materials are present or may be present on the job site or any adjacent or nearby areas which may affect Consultant's services, Consultant may, at its option, suspend or terminate work on the project until such time as Client or Owner retains a qualified contractor to abate and/or remove the asbestos and/or hazardous or toxic materials and warrant that the job site is free from any hazard which may result from the existence of such materials.

Client hereby agrees to bring no cause of action on any basis whatsoever against Consultant, its officers and directors, principals, employees, and subconsultants if such claim or cause of action in any way would involve Consultant's services for the investigation, detection, abatement, replacement, use or specification, or removal of products, materials, or processes containing asbestos, asbestos cement pipe, and/or any hazardous or toxic materials. Client further agrees, to the extent permitted by law, to defend, indemnify, and hold harmless Consultant, its officers, directors, principals, employees, and subconsultants from any asbestos and/or hazardous or toxic material-related claims that may be brought by third parties as a result of the services provided by Consultant pursuant to this Agreement, except claims caused by the sole negligence or willful misconduct of Consultant.

Client agrees, to the extent permitted by law, to defend, indemnify, and hold harmless Consultant, its officers, directors, principals, employees, and subconsultants from and against all claims, losses, damages, and cost caused by, arising out of, or relating to, the presence of any fungus, mildew, mold, or resulting allergens, provided that such claim, loss, damage, or cost is not due to the sole negligence or willful misconduct of Consultant.

- 4.25 Field Conditions Acknowledgement: Client acknowledges that the design services performed pursuant to this Agreement are based upon field and other conditions existing at the time these services were performed. Client further acknowledges that field and other conditions may change by the time project construction occurs and clarification, adjustments, modifications, and other changes

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

may be necessary to reflect changed or discovered field and other conditions. Such clarifications, adjustments, modifications, and other changes shall be paid for by Client as extra services in accordance with Section 2.06.

- 4.26 Site Conditions and Subsurface Investigations: Consultant makes no representations concerning soils or geological conditions unless specifically included in writing in this Agreement, or by amendments to this Agreement, and shall not be responsible for any liability that may arise out of the making of or failure to make soils or geological surveys, subsurface soils or geological tests, or general soils or geological testing.

In soils, foundation, groundwater, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed underground conditions may occur that could affect total project cost and/or execution. These conditions and cost/execution effects are not the responsibility of Consultant or Consultant's subconsultants. Client agrees to pay Consultant for any and all additional costs and expenses incurred by Consultant and further agrees, to the extent permitted by law, to defend, indemnify, and hold harmless Consultant, its officers, directors, employees, and subconsultants from all damages, liabilities, or costs, including reasonable attorneys' fees and costs, arising from or related to the subsurface conditions.

- 4.27 Grading Plans and Construction Staking: If the scope of services to be provided by Consultant pursuant to the terms of this Agreement includes the preparation of grading plans but excludes construction staking services, Client acknowledges that such staking services normally include coordinating civil engineering services and the preparation of record drawings based upon information provided by others, and Client or Owner will be required to retain such services from another consultant or pay Consultant pursuant to this Agreement for such services as extra services in accordance with Section 2.06.

- 4.28 Prevailing Wages: Unless the scope of services to be provided by Consultant expressly includes Consultant's assistance in determinations regarding the application of prevailing wages, Client and Consultant acknowledge that it is Client's or Owner's exclusive responsibility to determine whether the project, which is the subject of this Agreement, is a "public work" as defined in California Labor Code Section 1720, and whether prevailing wage rates are to be paid to certain workers in connection with the project, and determine the rate of prevailing wages to be paid to certain workers. Consultant will develop its schedule of labor rates in reliance on the determinations of Client. In the event of a dispute regarding whether the project is a "public work," whether prevailing wages are to be paid, or the amount of prevailing wages to be paid to individual workers, Client agrees to pay Consultant for any and all additional costs and expenses (including additional wages, penalties, and interest) incurred by Consultant and further agrees, to the extent permitted by law, to defend, indemnify, and hold harmless Consultant, its officers, directors, employees, and subconsultants from all damages, liabilities, or costs, including reasonable attorneys' fees and costs, arising from or related to Client's or Owner's determinations regarding the application of or payment of prevailing wages.

- 4.29 Common Interest Developments: If the scope of services of Consultant includes the rendition of professional services for a project which is a common interest development subject to the provisions of Civil Code Section 1375, Client agrees to reimburse Consultant for all costs associated with

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

Consultant's participation in the pre-litigation process described in Civil Code Section 1375. Further, Client agrees to pay Consultant's fees for time incurred participating in the pre-litigation process. These fees and costs shall be paid as extra services in accordance with Section 2.06. Such extra services shall be paid at Consultant's normal hourly rates in effect at the time Consultant participates in the pre-litigation process. For purposes of this section, a "common interest development" shall be a common interest development as defined in Civil Code Section 1375.

Client agrees, to the extent permitted by law, to defend, indemnify, and hold harmless Consultant, its officers, directors, employees, and subconsultants from all damages, liabilities, or costs, including reasonable attorneys' fees and costs, arising from or related to Consultant's participation in the pre-litigation process pursuant to Civil Code Section 1375.

Client agrees that if Client or Owner receives Notice of Commencement of Legal Proceedings pursuant to Civil Code Section 1375, Client will notify Consultant in writing within ten (10) days of Client's receipt of the Notice of Commencement of Legal Proceedings, provided the Notice of Commencement of Legal Proceedings either identifies Consultant as a potentially responsible party or the face of the Notice contains information which identifies Consultant's potential responsibility. If Client does not timely notify Consultant, then Client agrees, to the extent permitted by law, to defend, indemnify, and hold harmless Consultant, its officers, directors, employees, and subconsultants from all damages, liabilities, or costs, including reasonable attorneys' fees and costs, arising from or related to Client's failure to timely notify Consultant.

ARTICLE 5 – POST-DESIGN-RELATED PROVISIONS

- 5.01 Construction Phase Services: If the scope of services contained in this Agreement does not include construction-phase services for this project, Client acknowledges such construction-phase services will be provided by Client or by others and Client assumes all responsibility for interpretation of the Contract Documents, construction observation, and supervision and waives any claim against Consultant that may in any way be connected thereto. In addition, Client agrees, to the extent permitted by law, to indemnify and hold Consultant harmless from any loss, claim, or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from the modification, clarification, interpretation, adjustments, or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of Consultant.
- 5.02 Construction Contractor's Obligations: Client agrees that in accordance with generally accepted construction practices, the construction contractor and construction subcontractors will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property and that this requirement shall apply continuously and not be limited to normal working hours. The presence or duties of Consultant's personnel at a construction site, whether as on-site representatives or otherwise, do not make Consultant or Consultant's personnel in any way responsible for those duties that belong to Client, Owner, and/or the construction contractor(s) or other entities and do not relieve the construction contractor(s) or any other entity of their obligations, duties, and responsibilities, including but not limited to all construction methods, means, techniques, sequences, or procedures necessary for performing, superintending, or coordinating and completing all portions of the construction work in

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

accordance with the construction Contract Documents and any health or safety requirements of any regulatory agency or state law. Consultant and Consultant's personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions and have no duty for inspecting, noting, observing, correcting, or reporting on health or safety deficiencies of the construction contractor(s) or other entity or any other persons at the site except Consultant's own personnel.

The presence of Consultant's personnel at a construction site is for the purpose of providing Client and Owner a greater degree of confidence that the completed work will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the construction contractor. Consultant neither guarantees the performance of construction contractor nor assumes responsibility for construction contractor's failure to perform their work in accordance with Contract Documents.

- 5.03 Submittals and Shop Drawings: Consultant shall review and take no exceptions or take other appropriate action upon construction contractor's submittals, such as shop drawings, product data, and samples but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the construction contractor's responsibility. Consultant's review shall not constitute approval of safety precautions or construction means, techniques, sequences, or procedures. Consultant's review of a specific item shall not indicate review of an assembly of which the item is a component.
- 5.04 Rejection of Work: Consultant has the authority to reject work that does not conform to the Contract Documents. Whenever Consultant considers it necessary or advisable, Consultant shall have the authority to require inspection or testing of the work in accordance with the provisions of the Contract Documents, whether or not the work is fabricated, installed, or completed. However, neither this authority of Consultant nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of Consultant to the construction contractor, subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the work.
- 5.05 Re-Staking or Record Monumentation: In the event that any staking or record monuments are destroyed, damaged, or disturbed by an act of God or parties other than Consultant, the cost of restaking shall be paid for by Client as extra services in accordance with Section 2.06.
- 5.06 Changed Conditions: If during the construction phase of the project Client discovers or becomes aware of changed field or other conditions which necessitate clarifications, modifications, or other changes to the drawings, specifications, estimates, or other documents prepared by Consultant, Client agrees to notify Consultant and retain Consultant to prepare the necessary changes or modifications before construction activities proceed. Further, Client agrees to require a provision in its construction contracts for the project which requires the construction contractor to promptly notify Client of any changed field or other conditions so that Client may in turn notify Consultant pursuant to the provisions of this section. Any extra work performed by Consultant pursuant to this section shall be paid for as extra services pursuant to Section 2.06.

STANDARD PROVISIONS OF AGREEMENT BETWEEN CLIENT AND CONSULTANT

- 5.07 Record Drawings: The construction contractor is responsible for keeping an updated set of documents including but not limited to drawings, specifications, addenda, change orders, work change directives, field orders, and written interpretations and clarifications as a record of the work as constructed under the Contract for Construction. If Consultant is tasked to provide record drawings, they shall be defined as drawings depicting the completed project, or a specific portion of the completed project, prepared by Consultant as an additional service and based on construction contractor's record of the work as delivered to Consultant and annotated by construction contractor to show changes made during construction. Record drawings are based on the construction contractor's record of the work, and Consultant is not responsible for the accuracy or completeness of the record drawings.

\\penfs02\VOL1\Jobs\00.04\2024\01_ENGINEERING AGREEMENTS\1080.05 EA Susanville Fire Station - HVAC Replacement.docx

PROPOSAL

September 18, 2024

Michael Bengoa-Bollinger
Public Safety Chief/#801
Susanville Police/Fire Department
1801 Main Street
Susanville, CA 96130
mbollinger@cityofsusanville.org

Dear Michael,

Subject: Susanville Fire Station – HVAC Replacement
Proposal for Engineering Services

PACE Engineering, Inc. (PACE) appreciates the opportunity to submit this proposal to provide engineering services for the Fire Station HVAC Replacement Project. This proposal is in response to your request for design fees and Technical Memorandum dated July 14, 2022, attached. It is our understanding that the scope of the project is to replace the existing heating water boiler system, fan coils, evaporative cooling, and truck bay unit heaters. The new system will be heat pump based and coupled with an energy recovery ventilator. The heat pumps will provide both heating and cooling to the office, sleep room, and dining room portions of the building. The primary electric power system will also be replaced to both provide power to the new HVAC equipment and remove existing unsafe circuit breakers and panelboards.

SCOPE OF SERVICES

We propose to provide the following Scope of Services for the fees shown below:

Mechanical and Plumbing

Construction Documents:

1. One combined site visit for mechanical and plumbing to review existing conditions affiliated with new equipment and ducted systems.
2. Mechanical specifications shall be included in CSI format.
3. Calculate ventilation air and exhaust requirements to meet Client, code, and industry standards.
4. Trace 3D calculations to determine heating and cooling loads.
5. Size plumbing piping to drain water from cooling coil condensate pans.
6. Construction drawings:
 - a. General notes, equipment/fixture schedules, and legends.

PROPOSAL**Susanville Fire Station – HVAC Replacement**

- b. Mechanical floor plans:
 - i. Supply, return, and exhaust air duct systems.
 - ii. Primary HVAC equipment and systems, including cooling, heating, ventilation, and exhaust systems.
- c. Plumbing floor plans:
 - i. HVAC equipment condensate drainage.
- 7. Title 24 compliance documents:
 - a. HVAC (NRCC-MCH-E).
- 8. Details as required to accurately depict the improvements shown on the drawings.
- 9. Plan review:
 - a. Address plan review comments as required.
 - b. Drawings shall be suitable for constructing the mechanical and plumbing systems and obtaining approval from the Authority Having Jurisdiction (AHJ).

Construction Cost Estimate:

- 1. Prepare budget construction cost estimate for the mechanical and plumbing work.

Bidding:

- 1. Answer Contractor questions relevant to mechanical design during bidding of the project.
- 2. Prepare addendum as necessary for mechanical and plumbing design-related work.
- 3. Attend one bid walk.

Construction Administration:

- 1. Review submittals and respond to requests for information (RFIs) pertaining to the original Scope of Services.
- 2. Answer questions regarding mechanical and plumbing design during construction.
- 3. One combined site visit for mechanical and plumbing to verify final construction and close out project.
- 4. Prepare punch list once construction has occurred.

Electrical**Construction Documents:**

- 1. One site visit for electrical to review existing conditions.
- 2. Coordination with electric utility, including service application, load calculations, and drawings as required for a complete application.
- 3. Load, voltage drop, and short circuit calculations in accordance with California Electrical Code requirements and as required by the Authority Having Jurisdiction (AHJ).
- 4. Construction drawings:
 - a. Electrical specifications shall be included in CSI format.
 - b. Panelboard schedules with all modified loads identified.
 - c. One-line diagram showing power distribution throughout the area of work.
 - d. Electrical site plan. Electrical distribution equipment locations and routing of power through project area shall be fully coordinated.

PROPOSAL**Susanville Fire Station – HVAC Replacement**

- e. Power plans. Receptacle locations shall be fully coordinated. Low voltage device boxes and conduit requirements shall be coordinated. Low voltage devices shall be provided by others. Coordination with the Mechanical Engineer to supply power to additional HVAC and plumbing equipment.
 - f. Electrical details as required to accurately depict the improvements shown on the drawings.
 - g. Title 24 compliance documents:
 - i. Electrical Distribution (NRCC-ELC-E).
 - h. Details as required to accurately depict the improvements shown on the drawings.
5. Plan review:
- a. Address plan review comments as required.
6. Drawings shall be suitable for constructing the electrical systems and obtaining approval from the AHJ.

Construction Cost Estimate:

1. Prepare budget construction cost estimate for the electrical work.

Bidding:

1. Answer Contractor questions relevant to electrical design during bidding of the project.
2. Prepare addendum as necessary for electrical design-related work.
3. Attend one bid walk.

Construction Administration:

1. Review submittals and respond to RFIs pertaining to the original Scope of Services.
2. Answer questions regarding electrical design during construction.
3. Prepare punch list once construction has occurred.

Structural**Construction Documents:**

1. One site visit for structural to review existing conditions.
2. Review existing structural drawings for information relevant to our design as required.
3. Review equipment technical data sheets for new roof-, ceiling-, and ground-mounted equipment.
4. Provide structural calculations for new rooftop-, ceiling-, and ground-mounted mechanical and electrical equipment.
5. Provide structural drawings, to include the following:
 - a. Construction notes and structural material specifications (all structural specifications to be included on the drawings).
 - b. Partial roof or ceiling framing plans depicting new equipment placement on existing roof or ceiling framing.
 - c. Roof or ceiling framing repair details for supporting new equipment if required. Repair or retrofit design will be limited to rafters and ceiling joists supporting new equipment and excludes the existing glulam beams.

PROPOSAL**Susanville Fire Station – HVAC Replacement**

- d. Equipment anchorage and attachment details.
- e. Address plan review comments by the AHJ.

Construction Cost Estimate:

- 1. Prepare budget construction cost estimate for the structural work.

Bidding:

- 1. Answer Contractor questions relevant to structural design during bidding of the project.
- 2. Prepare addendums for structural items related to our original Scope of Work as necessary.

Construction Administration:

- 1. Review submittals and respond to RFIs pertaining to the original Scope of Services.

EXCLUSIONS

The following assumptions have been made and are not included in the above Scope of Services:

- 1. Preparation of As-Built Drawings or Record Drawings.
- 2. Site visits or bid walks other than those identified in the Scope of Services, including any site visits by the project Structural Engineer. These can be billed on a time-and-expense basis if necessary.
- 3. Revisions to design or coordination caused by presence of asbestos or other hazardous and toxic materials.
- 4. Repair or retrofit of the main roof support beams (7- x 24-inch glulam). It is assumed that all existing glulam beams are adequately sized. Repair or retrofit design will be limited to the main roof rafters or ceiling joists supporting or in the vicinity of the new equipment.
- 5. Creation of as-built documents, except where needed for this project.
- 6. Fire alarm system design.
- 7. Technology system design.
- 8. Generator system design other than what is required to reconnect existing generator to new service.
- 9. Photovoltaic system design. This service may be added for an additional fee if desired.
- 10. Interior or exterior lighting system designs.

PROPOSAL**Susanville Fire Station – HVAC Replacement****FEE**

Our lump-sum fee for completing the Scope of Services as described above is:

Mechanical

Construction Documents:	\$20,300
Construction Cost Estimate:	\$1,600
Bidding:	\$2,350
Construction Administration:	<u>\$11,000</u>
Mechanical Subtotal:	\$35,250

Electrical

Construction Documents:	\$11,750
Construction Cost Estimate:	\$1,400
Bidding:	\$2,100
Construction Administration:	<u>\$3,500</u>
Electrical Subtotal:	\$18,750

Structural

Construction Documents:	\$15,300
Construction Cost Estimate:	\$1,300
Bidding:	\$1,800
Construction Administration:	<u>\$1,800</u>
Structural Subtotal:	\$20,200

TOTAL LUMP-SUM FEE: \$74,200

Please let us know if the above-proposed Scope of Services and fees are agreeable to you, and we will forward an Engineering Agreement for your signature authorizing us to proceed with these services.

Please give me a call if you have any questions regarding our Scope of Services.

Sincerely,



Alex Harp
Senior Mechanical Engineer

Enclosures

c: Dan Newton, City of Susanville, dnewton@cityofsusanville.org
Calvin Abshier, PACE Engineering, Inc., cabshier@paceengineering.us
Steve Wilson, PACE Engineering, Inc., swilson@paceengineering.us

M:\Jobs\00.04\2022\Electrical & Mechanical\City of Susanville Fire Station\Boiler Replacement\Ltr Prop_ Susanville Fire Station HVAC Replacement.docx

TECHNICAL MEMORANDUM

TO: James Moore, Fire Chief
Susanville Fire Department, Susanville, CA

FROM: Alex Harp, Senior Mechanical Engineer
Calvin Abshier, Associate Electrical Engineer
PACE Engineering, Inc.

DATE: July 14, 2022

JOB NO.: 1080.04

SUBJECT: Susanville Fire Station HVAC – Basis for Project Funding

ABSTRACT

In December of 2021, you contacted PACE Engineering, Inc. with concerns about the age of the Fire Station heating system. This technical memorandum addresses antiquated space heating systems that have occasional failures. Finding replacement parts is difficult and sometimes parts are not available. Current systems have been in service for 58 years, which is about 28 years past equipment life expectancy. As such, reliability and operating efficiency are very low compared to new systems. This memorandum includes descriptions of existing and new systems, along with budget level pricing.

EXISTING SYSTEM

The existing heating system comprises a central boiler system, including pump and ancillary equipment; reference Figures 1 and 3 for picture and boiler location. Heating water is delivered to a central air handler located in the mechanical room and to booster heating water coils located in the supply duct system. This allows for comfort heating at the zone level. The apparatus bay is conditioned with unit heaters served by the boiler system.

DEFICIENCIES AND SUGGESTED RESOLUTIONS

Considering the age and likely conditions of the existing heating system, it will continue to experience intermittent failures that can be problematic to repair. At some point, repairs will not be possible and will then require use of incorrect parts or fabrication of custom parts. Both conditions will likely reduce operating efficiency and reliability. The boiler was originally an oil-fired burner type and at some point in time was converted to propane gas-fired. The original boiler type was likely around 65% efficiency. After the conversion, age of boiler tubes, condition of burner, and operation of older controls, it is very likely the efficiency is operating at less than

50%, where new boilers for this type of facility operate closer to 95% efficiency. Upgrading would result in large savings on the monthly propane bills.

Due to complex nature of servicing boilers and associated heating water delivery systems, it is the fire chief's desire that we recommend other system types. It is also desired to have ability for cooling the sleeping and living quarters on hot summer days. As such, we have based this report on heat pump variable refrigerant (VRF, VRV) system types. These systems can provide heating down to very low outdoor temperatures, provide cooling during summer months, and also operate very efficiently. This type of system has been in use since the mid-1980s and is currently the dominant HVAC product type used in the USA, Europe, and Asia. Based on our calculations, the heat pump is expected to be equivalent to a 20-ton system as shown in Figure 2. We coupled the VRV systems with an energy recovery ventilator, which includes a heat exchanger to use exhaust air to heat up outdoor air used for ventilation. This not only saves energy and reduces potential for condensation-based corrosion, it also reduces the size of the VRV systems.

The new HVAC equipment will add approximately 80 amps of load to the existing service. According to Lassen Municipal Utility District, the historical maximum demand on the existing service was 27.2kW, or 65-amps, during July of 2021. Therefore, the size of the existing service is adequate to support the proposed loads and will not need to be increased. The new HVAC loads will be fed from a new panelboard; see Figure 5 for the approximate location and Figure 4 for a proposed one-line diagram.

The electrical systems appear to be original to the building. The main switchboard (MSB) and panelboards are all manufactured by Zinsco, which is a brand that has been shown to be a high risk for electrical failure and presents a real danger of originating fires or other life/safety-type hazards. Zinsco has been out of business since the early 1980s. In addition, the typical service life of main switchboards and panelboards is approximately 30 years, and the equipment at the Susanville Fire Station is significantly older. Given these two factors, it is strongly recommended that the MSB and panelboards be replaced.

BASIS OF COST ESTIMATES

Following are descriptions of work for system replacements. These descriptions are the basis we used for preparing the equipment and materials portion of the cost estimates.

Proposed Heat Pump System:

- Mechanical – Replace the existing boiler heating water system with a central VRV heat pump coupled with zone-based fan coils and air handlers to serve the living quarters and office areas. Propane-fired unit heaters will replace the heating water unit heaters serving the apparatus bay.

- Electrical – The addition of the HVAC equipment throughout the facility presents a substantial increase in electrical load; about 80A at 240V, 3-phase. The existing service is rated for 400A, 120/240V, 3-phase. Based on the findings of our initial investigative site visit and conversations with Lassen Municipal Utility District, the existing service is adequate to accommodate the proposed HVAC improvements.

Proposed Electrical Upgrade:

- The MSB and existing panelboards are from a manufacturer known in the industry to pose a life/safety risk. The MSB and three existing panelboards will all be replaced in kind, and a new panelboard will be added to feed the new HVAC equipment around the building. See Figure 5 for an approximate layout of the proposed new electrical infrastructure.

SUMMARY

Based on our evaluation, it is our professional opinion and recommendation, and the Fire Department's preference, to change the type of heating system from central heating water boiler to central VRV heat pump with zoned fan coils. The anticipated costs were developed using RS Means Cost data, including expected inflation factors. These costs include construction and engineering services. Construction costs are factored using prevailing wage rates. Cost does not include project management services to bid the project, to manage the contractors' operations, to make payments to the contractors, code enforcement plan review, code enforcement inspections, or cost of permits.

Estimated cost for new VRV system:	\$265,500
Additional cost for electric panel replacements:	<u>\$56,200</u>
Total Estimated Cost:	\$321,700

M:\Jobs\1080 City of Susanville\1080.04 Fire Station HVAC\07 Budget Study\Evaluation Report\Technical Memorandum Report.docx



Figure 1 – Existing Heating Water Boiler



Submittal Data Sheet

20-Ton, 230V VRV AURORA HP

RXLQ240TATJU

FEATURES

- VRF Industry's first air cooled system that delivers heating down to -22°F (-30°C) as standard
- Daikin's inverter based vapor injection compressor delivers high heating capacity of up to 100% of nominal at 0°F (-18°C), up to 85% of nominal at -13°F (-25°C) and up to 60% of nominal at -22°F (-30°C)
- Refrigerant-cooled efficient and stable inverter board operation, independent of ambient conditions
- Added peace of mind with Auto Changeover ability to back up (auxiliary) heat
- Year round comfort and energy efficiency delivered by combining VRV and VRT technologies
- Available in 6, 8, 10 ton single modules and 12, 16, 20 ton multi-module systems
- Seamless connection to all VRV M, P and T series indoor and air processing units
- Ships factory standard with coil guards
- Assembled in the US to increase flexibility and reduce lead times
- Standard Limited Warranty: 10-year limited parts warranty



BENEFITS

- Refrigerant cooled inverted technology allows installation without an additional drain pan heater
- Designed and optimized for Total Cost of Construction (TCC) and reduced Life Cycle Cost (LCC)
- Modular and lightweight - enables flexibility in system layout and installation
- Engineered with Daikin's inverter based vapor injection compressor for optimized part load efficiency
- Heat exchanger coil wraps around on all 4 sides of the unit to increase the surface area / efficiency
- Corrosion resistant, 1000 hours salt spray tested Daikin PE blue fin heat exchanger
- Long pipe lengths up to 1640 ft total and ability to connect up to 41 indoor units with up to 98 ft vertical separation between indoor units provides design and installation flexibility
- Digital display on the unit for improved and faster configuration, commissioning, and troubleshooting



Figure 2 – VRV Heat Pump

PERFORMANCE

Outdoor Unit Model No.	RXLQ240TATJU	Outdoor Unit Name:	20-Ton, 230V VRV AURORA HP
Type:	Heat Pump	Unit Combination:	RXLQ120TATJU(x2)
Rated Cooling Conditions:	Indoor (°F DB/WB): 80 / 67 Ambient (°F DB/WB): 95 / 75	Rated Heating Conditions:	Indoor (°F DB/WB): 70 / 60 Ambient (°F DB/WB): 47 / 43
Rated Piping Length(ft):			
Rated Height Difference (ft):	0.00		
Rated Cooling Capacity (Btu/hr):	228,000	Rated Heating Capacity (Btu/hr):	256,000
Nom Cooling Capacity (Btu/hr):	240,000	Nom Heating Capacity (Btu/hr):	270,000
Cooling Input Power (kW):	18.30	Heating Input Power (kW):	19.40
EER (Non-Ducted/Ducted):	12.10 / 11.50	Heating COP (Non-Ducted/Ducted):	3.8 / 3.5
IEER (Non-Ducted/Ducted):	21.00 / 18.60	Heating COP 17F (Non-Ducted/Ducted):	2.2 / 2.1

DIMENSIONAL DRAWING

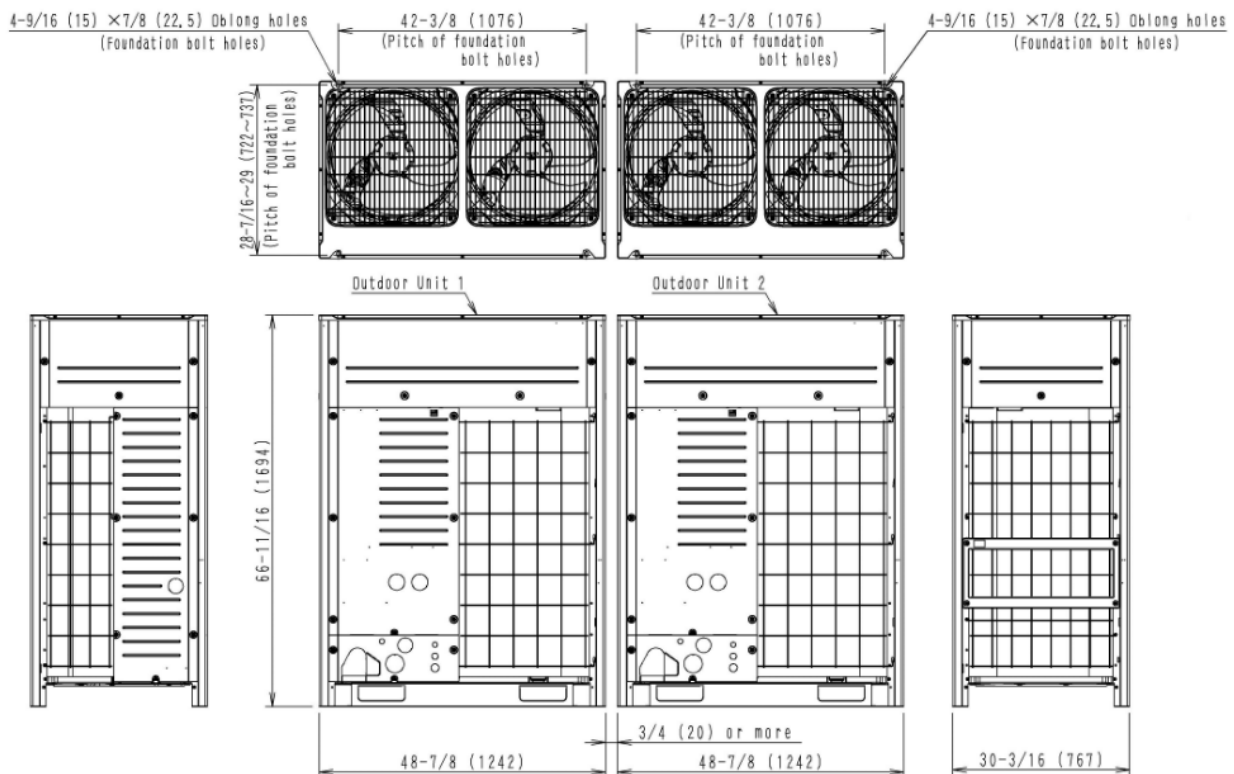


Figure 2 cont. – VRV Heat Pump

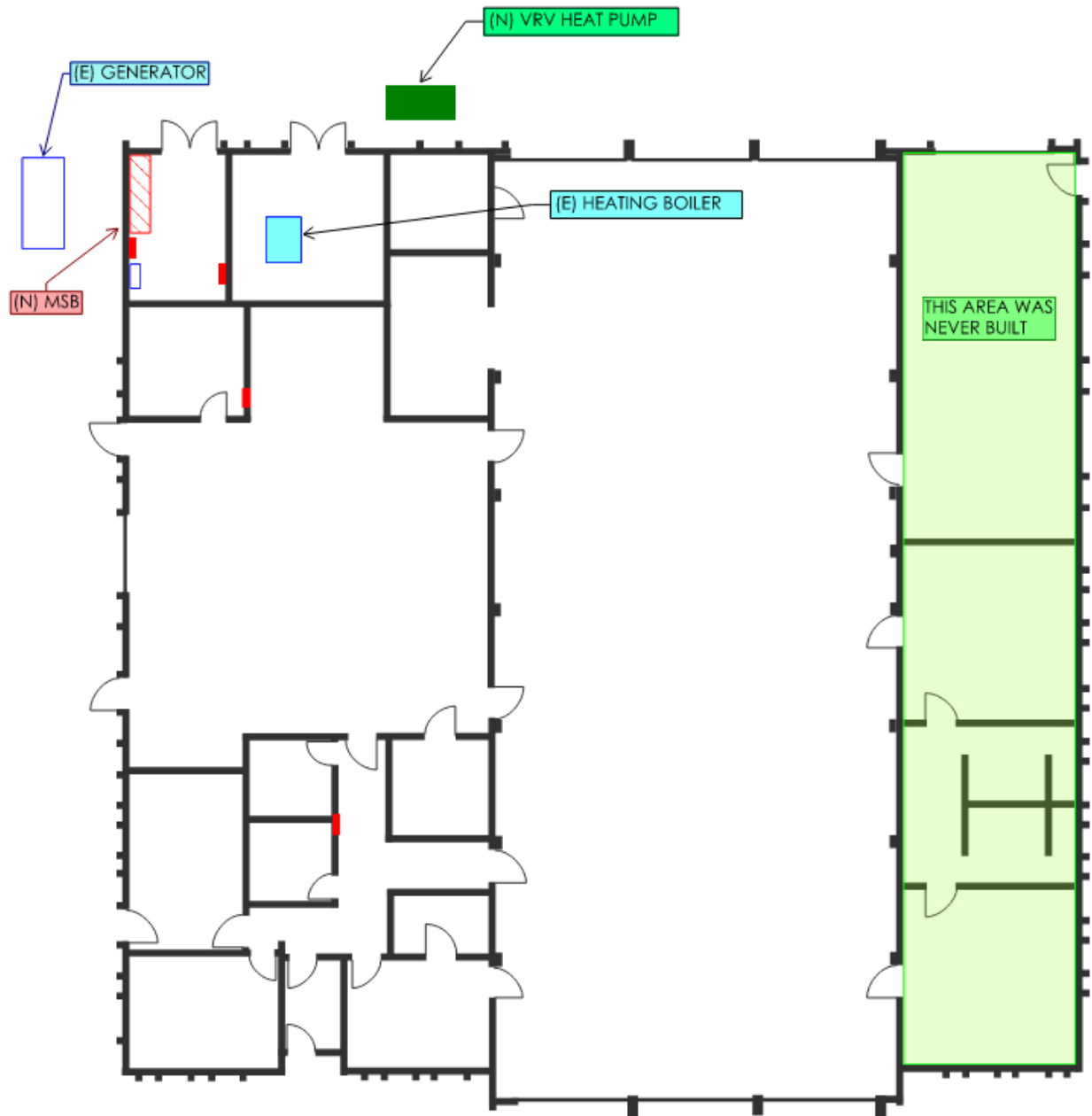


Figure 3 – Equipment Locations

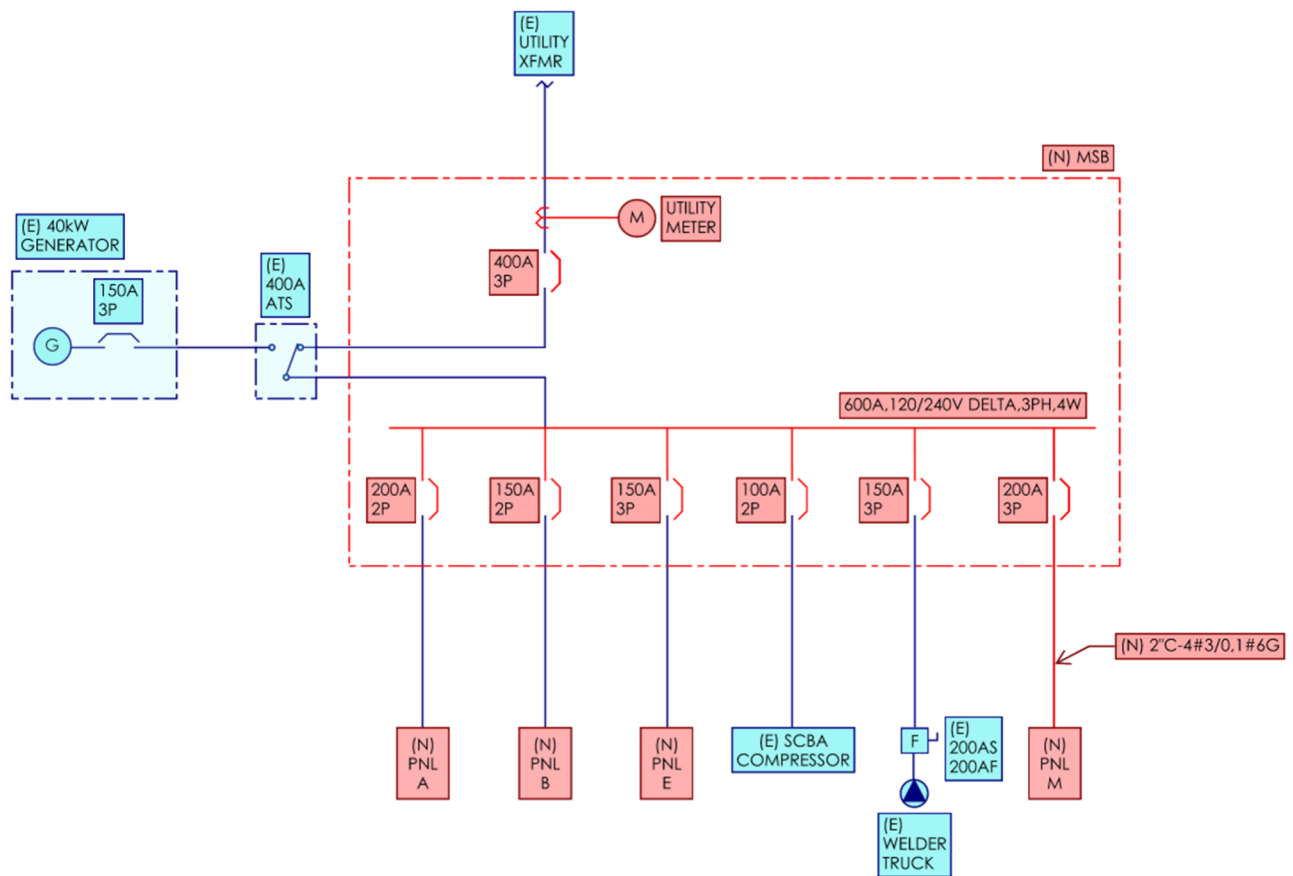


Figure 4 – Revised One-Line Diagram

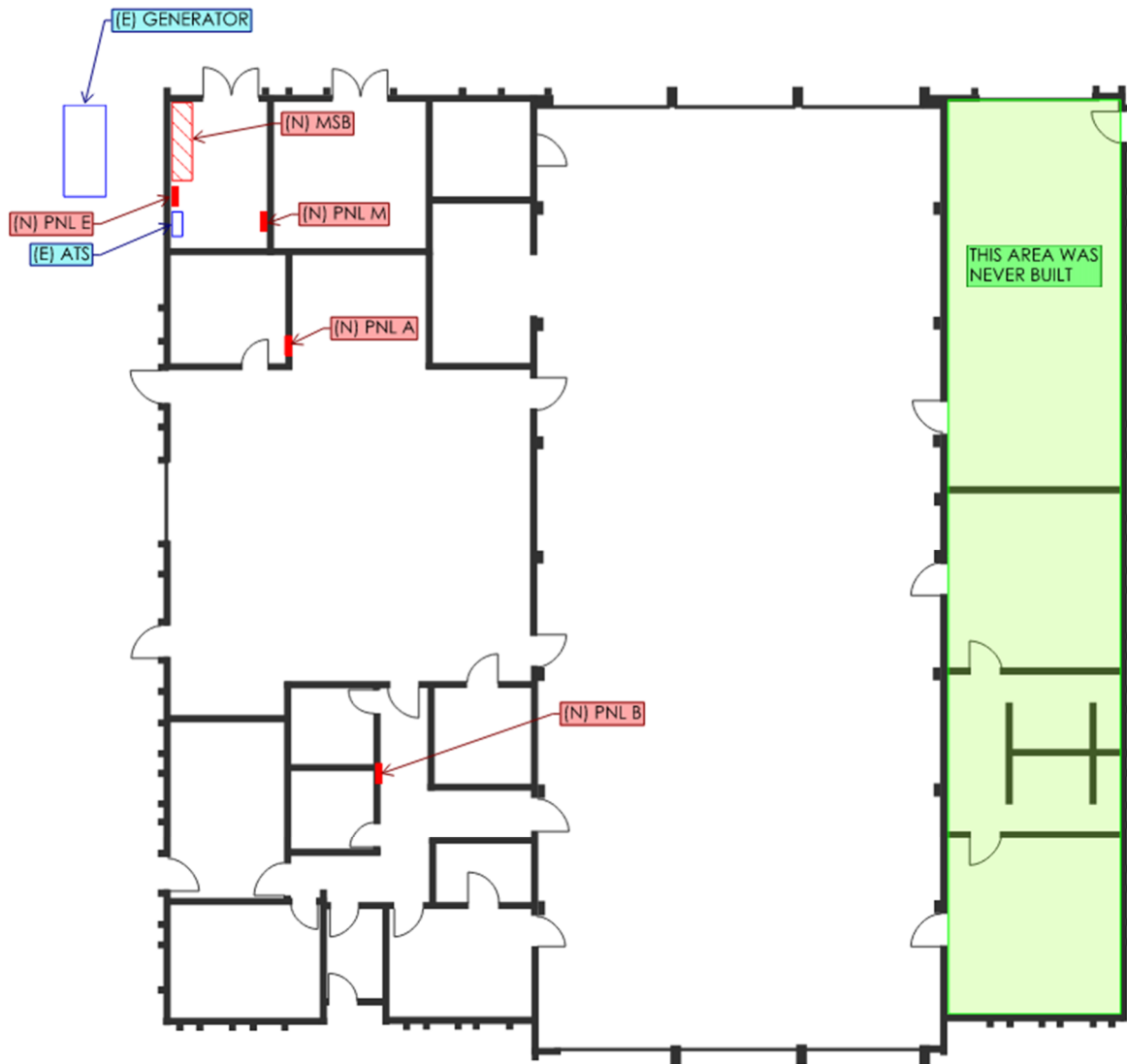


Figure 5 – Electrical Distribution

RESOLUTION NO. 21-5948
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING FIRE CHIEF TO ENGAGE WITH AN ENGINEERING FIRM FOR FIRE
DEPARTMENT BOILER REPLACEMENT AND/OR REPAIRS AND
EXECUTE AN AGREEMENT

WHEREAS, the City of Susanville Fire Department is dedicated to serving the City of Susanville and to provide the highest quality fire, rescue and emergency services to the Susanville community; and

WHEREAS, the City of Susanville Fire Department facility's heating system has been operating on a 70 year old boiler system; and

WHEREAS, the Fire Department has been actively repairing system in recent years to continue to heat the Fire Department; and

WHEREAS, the Fire Department's boiler has failed.

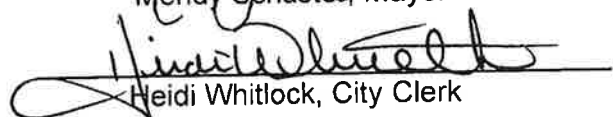
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville, authorizes the Fire Chief to engage with an engineering firm to replace and/or repair the heating system at the Fire Department; and

BE IT FURTHER RESOLVED that the Fire Chief is authorized to execute an agreement with an engineering firm and authorize the Finance Manager to modify the budget as necessary to accommodate the expenditure.

APPROVED: _____


Mendy Schuster, Mayor

ATTEST: _____


Heidi Whitlock, City Clerk

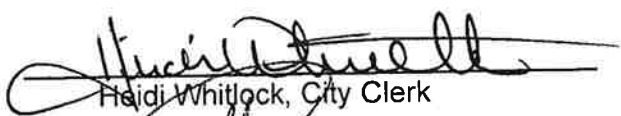
The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of December, 2021, by the following vote:

AYES: Stafford, Herrera, McCourt, Moore & Schuster

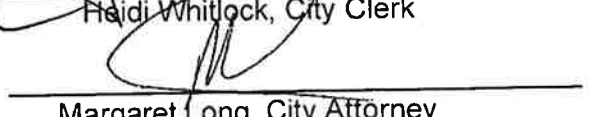
NOES: None

ABSENT: None

ABSTAINING: None


Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____


Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By:	Dan Newton, Administrative Services
Action Date:	November 20, 2024
SUBJECT:	Discussion regarding 830 Main Street - St. Francis
PRESENTED BY:	Dan Newton, City Manager
SUMMARY:	On November 1, 2024, a fire destroyed the building located at 830 Main Street, commonly known as the St. Francis Hotel. City staff took immediate action necessary to safeguard the public. The California Government Code requires the City Council to review the emergency action taken and if said action is still on-going, the City Council must determine if it is necessary to continue without going out to bid or issuing contracts. A 4/5 vote of the council is required to continue the action. Staff has authorized the following actions on an emergency basis: 1. Rental and installation of construction fencing. 2. Placement of K-rail barrier. 3. Rental equipment for partial demolition. 4. Contractor assistance with search and investigation. 5. Engineer services for structural assessment.
FISCAL IMPACT:	To be determined.
ACTION REQUESTED:	Review emergency actions taken to safeguard the public and determine if it is necessary to continue the emergency action.
ATTACHMENTS:	

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, City Clerk

Action Date: November 20, 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, City Clerk

Action Date: November 20, 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:
[241120.FutureItemsList.pdf](#)

LAST THREE MONTHS (8/20/2024 to current)

BUSINESS FROM THE FLOOR

- 11/6/2024 Consider program and facilities for the homeless youth of the community
11/6/2024 Consider purchasing the old Uppal building for a homeless facility

Council requested - FUTURE COUNCIL ITEMS

- 9/18/2024 Request to bring back an ARPA discussion item due to the Elk's Lodge no longer accepting the funds - IN PROGRESS
9/18/2024 Request to have the council review and possibly update the priorities
9/18/2024 Request to bring back scope of work for the Wingfield Clubhouse improvements
9/18/2024 Request to discuss a Master Plan for the Barry Reservoir area

Completed List Items

- ~~8/21/2024 Request to bring back a resolution related to natural gas purchases at 80%~~
~~8/21/2024 Request to bring back discussion to dissolve the planning commission~~
~~9/4/2024 Request to discuss Barry Reservoir Project~~
~~9/4/2024 Request to discuss old clubhouse updates~~
~~9/4/2024 Request to discuss dissolving of Planning Commission~~
~~9/18/2024 Planning Commission discussion item to be brought back on October 16, 2024~~