
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, February 5, 2025 – 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. *Admin 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 three-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 January 15, 2025 regular meeting.*
 - 6.B *Vendor and payroll warrants*
 - 6.C *Consider Resolution No. 25-6403, approving and authorizing the modification to the Position Classification Schedule of the memorandum of understanding with the Administrative Bargaining Unit.*
7. **PUBLIC HEARINGS:** **No business.**
8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

9. NEW BUSINESS:

- 9.A Consider Resolution No. 25-6404, authorizing the City Manager to amend the contract with Pee Wee Enterprises for culvert replacement on Ramsey Ditch and execute all related agreements for the Ramsey Ditch Project and authorize the Finance Director to modify the budget as necessary to complete the work.

10. SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY: No business.

11. SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12. CONTINUING BUSINESS:

- 12.A Consider Resolution No. 25-6405, temporarily placing a moratorium on Title 3 Revenue and Finance Chapter 3.32 of the Susanville Municipal Code - Public Facilities Impact Fees for a period of five years.

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 February 19, 2025 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 February 5, 2025 in the areas designated on January 31, 2025.

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, City Clerk

Action Date: February 5, 2025

SUBJECT: Minutes of the City Council January 15, 2025 regular meeting.

PRESENTED BY: Heidi Whitlock, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's January 15, 2025 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 January 15, 2025 regular meeting.

ATTACHMENTS:
[250115.cc.min.draft.pdf](#)

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, JANUARY 15, 2025 – 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 Brown; seconded by Bortle to approve.

Motion Carried: 5 - 0

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

Voting Against: None

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

3. CLOSED SESSION:

The Council convened in closed session at 4:30pm to discuss the following:

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

1. Admin Unit

2. Management Unit

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

1. City Manager evaluation

4. RETURN TO OPEN SESSION: The Council reconvened in open session at 5:17pm.

The Pledge of Allegiance and Invocation were provided.

Dan Newton, City Manager, stated that prior to convening in closed session, the council approved the agenda as presented. The Council then met in closed session where direction was provided to staff with no reportable action taken.

5. BUSINESS FROM THE FLOOR:

Mark Northrop, public, requested that the Council set up an advisory committee to assist with the economic development efforts.

Elizabeth Norton, public, expressed her appreciation for Council efforts.

6. CONSENT CALENDAR:

Moved by Miller; seconded by Brown to approve.

Motion Carried: 5 - 0

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

Voting Against: None

6.A Minutes of the City Council December 18, 2024, regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the December 18, 2024, regular meeting.

241218.cc.min.draft.pdf

6.B Vendor and payroll warrants

Motion to receive and file

[12-5-24.pdf](#)
[12-16-24.pdf](#)
[12-18-24.pdf](#)
[12-19-24.pdf](#)
[12-26-24.pdf](#)
[12-30-24.pdf](#)

- 6.C Consider **Resolution No. 25-6398**, approving and authorizing the Mayor to execute a Memorandum of Understanding with the Management bargaining unit for July 1, 2024, through and including June 30, 2025

Motion to approve Resolution No. 25-6398, approving and authorizing the Mayor to execute a Memorandum of Understanding with the Management bargaining unit for July 1, 2024, through and including June 30, 2025

[25-6398.pdf](#)

[24.25 Management MOU FINAL.pdf](#)

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

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Council Member Bortle provided a land acknowledgement agreement.

9. **NEW BUSINESS:**

- 9.A Consider **Resolution No. 25-6400**, returning donation received from the Local Area Revitalization (LARP) Co-Op in the amount of \$50,000 back to the Local Area Revitalization (LARP) Co-Op

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 25-6400.

[25-6400.pdf](#)

Motion to approve Resolution No. 25-6400, returning donation received from the Local Area Revitalization (LARP) Co-Op in the amount of \$50,000 back to the Local Area Revitalization (LARP) Co-Op

Moved by Brown; seconded by Parrish to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.B Presentation of Community Garden Report and Operation and Maintenance Agreement. Receive report and possible action regarding Community Garden Operation and Maintenance Agreement.

Mr. Newton provided an explanation of the item and introduced LARP to provide their report.

David Teeter, LARP, provided a draft report for the Community Garden while stating that the report provided is awaiting final approval.

Mr. Newton presented the existing agreement with LARP as requested by the Council at a previous meeting.

Seth Anderson, LARP, stated that the garden was suggested as a project in the beginning to hit the goals of the Council at that time.

Carol Clark, public, stated that she does not believe the LARP has kept up with their responsibilities as outlined in the agreement.

Leanne Vanderly, public, inquired as to whether the city should be providing money to the garden at all as she is part of a nonprofit and stated that the garden should be raising their own money.

Mark Northrop, public, is in favor of the community garden project and requested the garden remain active.

Mayor pro tem Brown makes a motion to continue with the community garden but end the agreement with LARP, second by Miller.

Discussion occurred as to what would happen if the city took the garden over and if city staff would be able run the garden.

Council Member Parrish inquired about the cost of water for the location so the taxpayers would know and also stated that he liked the idea of a community garden but wonders if they could survive without the \$2,000 payment from the City. He added that he likes the idea and what they are doing.

Mayor pro tem Brown stated that he would like the agreement with LARP to end, but the garden to continue with city staff and volunteers running it.

Council Member Bortle stated that it would be hasty and impactful to the city if the agreement was ended. He added that he did not completely understand the reasoning for ending the agreement.

Mayor Schuster provided the history of the garden and how the City used to have an agreement with the Aurora Network. She added that Mr. Anderson used to hold classes and teach, which she really liked. However, some things have changed, and she would like to see this agreement ended and a review be completed.

Council Member Bortle stated that he believed it to be premature to end the agreement and take the resource away from the public if it is not yet known if staff could take it over for fear that it would then sit there. He suggested the item be tabled, the agreement be reviewed and issues, if any, be addressed.

Council Member Parrish agreed and asked that a vote be delayed until the questions Council Member Bortle raised are answered as he does not want to see the garden ending and impacting the residents who are using it.

Council Member Miller stated that she was down there today and talked to residents. She liked the garden, she would just like it in a different location and would prefer we not pay LARP the \$2,000.

Mayor pro tem Brown stated that it took three years to receive a report from LARP and it is still not complete.

Council Member Parrish addressed LARP and stated that their presentation with the Council is aggressive and is not in order. He added that he is just bringing it to their attention that they should look at the energy that they are giving to the Council and the taxpayers. He then asked if the city is giving money to any other nonprofits to which a response was provided to include the Historical Society for the Museum.

Substitute motion by Bortle, second by Parrish, to postpone taking any action on dissolving the agreement that the city has with LARP until alternatives can be identified for operating the garden, potential cost to the city if the city operated the community garden, and the city's capacity

Moved by Bortle; seconded by Parrish to approve.

Voting For: Bortle, Parrish

Voting Against: Schuster, Miller, Brown

Motion Failed: 2-3

Mayor Schuster stated that the original motion was now back on the table for consideration as follows: Mayor pro tem Brown makes a motion to continue with the community garden but end the agreement with LARP, second by Miller.

Motion by Brown, second by Miller, to terminate the agreement with LARP.

Motion Carried: 3-2

Voting For: Brown, Miller, & Schuster

Voting Against: Bortle & Parrish

[2022 LARP agreement - Community Garden.pdf](#)

- 9.C Consider **Resolution No. 25-6395**, Adoption of Workplace Violence Prevention Program and Policy as required by SB553.

Heidi Whitlock, City Clerk, provided an explanation of the item and requested approval of Resolution No. 25-6395.

[25-6395 WVPP.pdf](#)

[2025 Workplace Violence Prevention Policy.pdf](#)

Consider Resolution No. 25-6395, Adoption of Workplace Violence Prevention Program and Policy as required by SB553.

Moved by Brown; seconded by Bortle to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.D Consider **Resolution No. 25-6399**, authorizing the City Manager to execute Addendum #2 to the Managed IT Services Partner Agreement between the City of Susanville and Computer Logistics Corporation

Jolene Arredondo, Assistant to the City Manager, provided an explanation of the item and requested approval of Resolution No. 25-6399.

[25-6399.pdf](#)

[City of Susanville Partner Agreement Addendum II 121524.pdf](#)

Motion to approve **Resolution No. 25-6399**, authorizing the City Manager to execute Addendum #2 to the Managed IT Services Partner Agreement between the City of Susanville and Computer Logistics Corporation

Moved by Bortle; seconded by Parrish to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.E Consider **Resolution No. 25-6397**, Authorizing the City Manager to execute an agreement between the City of Susanville (City) and Beacon Economics for consulting services to develop an Economic Development Strategic Plan.

Tamra Spade, Economic Development Director, provided an explanation of the item and requested approval of Resolution No. 25-6397.

Mr. Newton also added information related to the item and how he believes the process will work and thinks that the process will be worth it.

David Teeter, business owner, stated his displeasure with the city wanting to spend money on creating another plan instead of "doing the people's job" when businesses need help now.

Thomas Watson, public, also shared his thoughts bringing more people into the process and not liking the idea of spending money on a company out of the area.

Council Member Miller stated that she agreed that the company will need to reach out to multiple groups and not just a few since Susanville does have a unique makeup to which Ms. Spade responded she would be choosing those groups with the help of Mr. Newton.

[25-6397.pdf](#)

[Beacon Work Scope.docx](#)

Motion to approve Resolution No. 25-6397, Authorizing the City Manager to execute an agreement between the City of Susanville (City) and Beacon Economics for consulting services to develop an Economic Development Strategic Plan.

Moved by Parrish; seconded by Bortle to approve.

Motion Carried: 4- 1

Voting For: Schuster, Brown, Bortle, Parrish

Voting Against: Miller

9.F Citywide Strategic Planning Introduction

Mr. Newton provided an explanation of the item, including the recommendation of revamping the city's mission statement, then developing the vision statement. He continued that this would provide a clearer path for staff to develop goals and objectives which assist in choosing upcoming programs and projects. Mr. Newton then requested Council direction.

David Teeter, public, voiced his concern with all the plans and processes and stated that the city doesn't have time for another plan as they need to do something now.

Thomas Watson, public, voiced his concern with the Beacon contract just approved and what would happen if this process conflicts with what Beacon comes up with.

Seth Anderson, public, voiced his concern with partnerships and the lack of setting clear expectations with each other but added that he hopes that the process is successful.

Mayor Schuster inquired as to what the Council's thoughts

Council Member Bortle agreed that the mission statement should be refined and the city's core functions should be identified.

Mayor Schuster agreed with Council Member Bortle and added that staff was not involved in the creation of the previous mission, which they should have been. She also agreed that the Mission Statement should be created first, followed by the Vision Statement. It was the consensus of the Council to move forward with the Mission and Vision Statements as recommended.

Mr. Newton stated that staff will try to bring the item back at the next meeting.

- 9.G Consider Lassen County Transportation Commission (LCTC) request for letter of support to include in grant application package with Caltrans for their Electric Vehicle Charging infrastructure Master Plan.

Ms. Spade provided an explanation of the item and requested Council direction.

[letter request support EV infrastructure.docx](#)

Moved by Bortle; seconded by Parrish to approve the Mayor signing the letter of support for LCTC.

Motion Carried: 5- 0

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

Voting Against: None

- 9.H Consider Lassen County Transportation Commission's request for City Council letter of support for the Bizz Johnson Extension East Feasibility Study for the Caltrans Sustainable Grant Application.

Ms. Spade provided an explanation of the item and requested Council direction.

Elizabeth Norton and Stan Bales both provided a brief history of the project and requested the letter of support.

[letter request support Bizz Trail.docx](#)

Moved by Brown; seconded by Parrish to approve the Mayor signing the letter of support for LCTC.

Motion Carried: 5- 0

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

Voting Against: None

- 9.I Consider **Resolution No. 25-6401**, authorizing the City Manager to execute a contract with Pee Wee Enterprises for culvert replacement on Ramsey Ditch and authorize the Finance Director to modify the budget as necessary to complete the work.

Bob Godman, Public Works Director, provided an explanation of the item and requested approval of Resolution No. 25-6401.

[25-6401.pdf](#)

Motion to approve Resolution No. 25-6401, authorizing the City Manager to execute a contract with Pee Wee Enterprises for culvert replacement on Ramsey Ditch and authorize the Finance Director to modify the budget as necessary to complete the work.

Moved by Bortle; seconded by Miller to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.J Consider **Resolution No. 25-6402**, authorizing the finance director to increase the code enforcement abatement fund in the amount of \$25,000 for work associated with completing a hazardous materials assessment, waste characterization, and preliminary engineering work for the demolition and removal of the fire damaged St. Francis Hotel.

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 25-6402.

[25-6402.pdf](#)

Motion to approve Resolution No. 25-6402, authorizing the finance director to increase the code enforcement abatement fund in the amount of \$25,000 for work associated with completing a hazardous materials assessment, waste characterization, and preliminary engineering work for the demolition and removal of the fire damaged St. Francis Hotel.

Moved by Miller ; seconded by Bortle to approve.

Motion Carried: 5- 0

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

Voting Against: None

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

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

12. **CONTINUING BUSINESS:** No business.

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

13.A Department Reports

Department heads in attendance provided an update related to the happenings within their departments.

14. **FUTURE COUNCIL ITEMS:**

14.A Future Council Items

Parrish requested a discussion item regarding the city getting involved in assessing the fuel prices within the city. Miller & Bortle.

Schuster inquired as to whether or not we could increase vandalism charges. Bollinger stated what the options are, including an ordinance would be needed and working with the attorney's office.

Bortle shared that it could help if there were cameras that could go straight to the Police Department.

[250115.Future.Items.List.pdf](#)

15. **ADJOURNMENT:**

Moved by Parrish; seconded by Bortle to adjourn at 8:08pm.

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Alicia Cordova, Finance

Action Date: February 5, 2025

SUBJECT: Vendor and payroll warrants

PRESENTED BY: Chnadra Jabbs, Finance Manager

SUMMARY: Warrants dated December 31, 2024 through January 22, 2025
numbered 22326-223293, 223295-223335, 223338-223373, 223375.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$259,608.10, plus
\$260,130.44 in payroll warrants, for a total of \$519,738.54.

ACTION REQUESTED: Motion to receive and file

ATTACHMENTS:
[01-02-25.pdf](#)
[01-09-25.pdf](#)
[01-10-25.pdf](#)
[01-16-25.pdf](#)
[01-17-25.pdf](#)

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
01/25	01/02/2025	223269	11289		REFUND WATER DEPOSIT	10529850019	1	7110-2228-000	DEPOSITS-CUSTOMER	70.98	70.98
Total 10529850019:											
01/25	01/02/2025	223270	115	CASELLE INC	SOURCE CODE ESCROW 1/1/2	137768	1	1000-1430-105	PREPAID - OTHER	100.00	100.00
01/25	01/02/2025	223270	115	CASELLE INC	SOURCE CODE ESCROW 1/1/2	137768	2	1000-417-10-43	TECHNICAL SVCS	100.00	100.00
Total 137768:											
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	1	7620-430-10-45	COMMUNICATIONS	353.70	353.70
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	2	1000-413-20-45	COMMUNICATIONS	140.10	140.10
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	3	1010-422-10-45	COMMUNICATIONS	190.20	190.20
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-P	84603	4	1011-452-20-45	COMMUNICATIONS	53.40	53.40
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	5	2007-431-20-45	COMMUNICATIONS	106.80	106.80
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	6	1011-424-20-45	COMMUNICATIONS	39.98	39.98
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	7	7401-430-82-45	COMMUNICATIONS	160.20	160.20
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	8	7110-430-42-45	COMMUNICATIONS	133.50	133.50
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	9	1011-419-10-45	COMMUNICATIONS	39.98	39.98
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	10	1009-421-10-45	COMMUNICATIONS	727.50	727.50
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23-	84603	11	1000-415-10-45	COMMUNICATIONS	133.49	133.49
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23	84603	12	1000-411-40-45	COMMUNICATIONS	26.70	26.70
01/25	01/02/2025	223271	148	COMPUTER LOGISTICS	MONTHLY PHONE SVCS 11/23	84603	13	1000-465-10-45	COMMUNICATIONS	53.40	53.40
Total 84603:											
01/25	01/02/2025	223272	161	CSK AUTO INC	CREDIT-BUILDING	2740146473	1	1011-424-20-44	VEHICLE - REPAIR & MAINTENA	53.44-	53.44-
Total 2740146473:											
01/25	01/02/2025	223272	161	CSK AUTO INC	DUAL USB-PW	2740147454	1	7620-430-10-46	SUPPLIES-GENERAL	21.64	21.64
Total 2740147454:											
01/25	01/02/2025	223272	161	CSK AUTO INC	MASKING TAPE, USB ADAPTER	2740147555	1	7401-430-82-44	REPAIR AND MAINT-VEHICLE	10.99	10.99
01/25	01/02/2025	223272	161	CSK AUTO INC	MASKING TAPE, USB ADAPTER	2740147555	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	10.99	10.99

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 1/2/2025 - 1/2/2025

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
01/25	01/02/2025	223272	161	CSK AUTO INC	MASKING TAPE, USB ADAPTER	2740147555	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	11.00	11.00
Total 2740147555:											
01/25	01/02/2025	223273	219	ED STAUB & SONS PETR	230.05 GAL PROPANE-AIRPORT	11793386	1	7201-430-81-46	PROPANE	624.23	624.23
Total 11793386:											
01/25	01/02/2025	223274	9264		POST DRIVER AWARENESS INS	122324	1	1009-421-10-45	TRAINING	387.00	387.00
Total 122324:											
01/25	01/02/2025	223275	265	FRONTIER	257-0315 AWOS AIRPORT	0315 121524	1	7201-430-81-45	COMMUNICATIONS	81.13	81.13
Total 0315 121524:											
01/25	01/02/2025	223276	10695		COMMUNITY CENTER REIMBU	122624	1	1000-2228-009	DEPOSITS-COMM CENTER RE	55.00	55.00
Total 122624:											
01/25	01/02/2025	223277	11290		COMMUNITY CENTER REIMBU	122624	1	1000-2228-009	DEPOSITS-COMM CENTER RE	105.00	105.00
Total 122624:											
01/25	01/02/2025	223278	392	LASSEN COUNTY CLERK	SOFTWARE SUPPORT-PLANNI	121524	1	1011-419-10-47	SOFTWARE	250.00	250.00
Total 121524:											
01/25	01/02/2025	223279	10485	LEAF CAPITAL FUNDING	COPIER-FD	17635530	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	118.76	118.76
Total 17635530:											
01/25	01/02/2025	223280	11291		COMMUNITY CENTER DEPOSIT	122324	1	1000-2228-009	DEPOSITS-COMM CENTER RE	55.00	55.00
Total 122324:											
01/25	01/02/2025	223281	11288		INSPECTOR CERT. EXAM PREP	122324	1	1011-424-20-45	TRAVEL	559.00	559.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 1/2/2025 - 1/2/2025

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 122324:											
01/25	01/02/2025	223282	10662		COMMUNITY CENTER DEPOSIT	122324	1	1000-2228-009	DEPOSITS-COMM CENTER RE	55.00	55.00
Total 122324:											
01/25	01/02/2025	223283	546	PAYLESS BUILDING SUP	REPAIR & MAINT-PW	2484818	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	12.40	12.40
Total 2484818:											
01/25	01/02/2025	223284	194		CHAIN SAW PARTS-WATER	20579	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	65.74	65.74
Total 20579:											
01/25	01/02/2025	223285	76	SUSANVILLE ACE HARD	ANTIFREEZE-PARKS	530883	1	1011-452-20-46	SUPPLIES-GENERAL	18.80	18.80
Total 530883:											
01/25	01/02/2025	223285	76	SUSANVILLE ACE HARD	FASTENERS- PARKS	530836	1	1011-452-20-46	SUPPLIES-GENERAL	7.53	7.53
Total 530836:											
01/25	01/02/2025	223285	76	SUSANVILLE ACE HARD	STRAPS-PARKS	530885	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	15.58	15.58
Total 530885:											
01/25	01/02/2025	223285	76	SUSANVILLE ACE HARD	CONCRETE MIX-PW	530903	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	45.26	45.26
Total 530903:											
01/25	01/02/2025	223285	76	SUSANVILLE ACE HARD	CONCRETE MIX-PW	530956	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	54.31	54.31
Total 530956:											
01/25	01/02/2025	223285	76	SUSANVILLE ACE HARD	CONCRETE MIX-PW	530959	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	45.26	45.26
Total 530959:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 4	
Check Issue Dates: 1/2/2025 - 1/2/2025										Jan 02, 2025 12:20PM			
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		
01/25	01/02/2025	223286	689	SWRCB	CARROL ST PERMIT FEES	WD-0283187	1	2007-431-20-48	TAXES, FEES, PERMIT AND CH	3,945.00	3,945.00		
Total WD-0283187:											3,945.00	3,945.00	
01/25	01/02/2025	223286	689	SWRCB	GEO PERMIT FEES	WD-0283190	1	7301-430-52-48	TAXES, FEES, PERMITS & CHA	21,150.00	21,150.00		
Total WD-0283190:											21,150.00	21,150.00	
01/25	01/02/2025	223287	749	VERIZON WIRELESS	CELLULAR PHONES - FD	6101405598	1	1010-422-10-45	COMMUNICATIONS	339.84	339.84		
01/25	01/02/2025	223287	749	VERIZON WIRELESS	CELLULAR PHONES - CODE EN	6101405598	2	1000-465-10-45	COMMUNICATIONS	41.95	41.95		
01/25	01/02/2025	223287	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CO	6101405598	3	1000-411-10-45	COMMUNICATIONS	167.80	167.80		
01/25	01/02/2025	223287	749	VERIZON WIRELESS	CELLULAR PHONES - CSO PD	6101405598	4	1009-421-10-45	COMMUNICATIONS	41.95	41.95		
Total 6101405598:											591.54	591.54	
01/25	01/02/2025	223288	770	WESTERN NEVADA SUP	REPAIRS-GEO	11553858	1	7301-430-52-44	REPAIR AND MAINTENANCE-MI	15.17	15.17		
Total 11553858:											15.17	15.17	
01/25	01/02/2025	223288	770	WESTERN NEVADA SUP	PAINT-WATER	61549028	1	7110-430-42-46	SUPPLIES-GENERAL	55.53	55.53		
Total 61549028:											55.53	55.53	
01/25	01/02/2025	223289	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	178373	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	109.39	109.39		
Total 178373:											109.39	109.39	
Grand Totals:											30,852.74	30,852.74	

M = Manual Check, V = Void Check

Report Criteria:

Report type: GL detail
Check Voids = 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
01/25	01/09/2025	223295	9432	ALL SEASON HEATING	#0056 WOODSMOKE REDUCTI	010625	1	8407-430-10-48	GRANTS	5,000.00	5,000.00
01/25	01/09/2025	223295	9432	ALL SEASON HEATING	#0059 WOODSMOKE REDUCTI	010625	2	8407-430-10-48	GRANTS	5,000.00	5,000.00
01/25	01/09/2025	223295	9432	ALL SEASON HEATING	#0060 WOODSMOKE REDUCTI	010625	3	8407-430-10-48	GRANTS	5,000.00	5,000.00
Total 010625:											15,000.00
01/25	01/09/2025	223295	9432	ALL SEASON HEATING	#0072 WOODSMOKE REDUCTI	010725	1	8407-430-10-48	GRANTS	5,000.00	5,000.00
Total 010725:											5,000.00
01/25	01/09/2025	223296	10981	ALSCO INC	UNIFORMS-PW	LREN1982460	1	7620-430-10-44	LINEN SERVICE	9.13	9.13
01/25	01/09/2025	223296	10981	ALSCO INC	UNIFORMS-WATER	LREN1982460	2	7110-430-42-44	LINEN SERVICE	57.75	57.75
Total LREN1982460:											66.88
01/25	01/09/2025	223297	9072	B. E. GIBBONS CONSULT	TECHNICAL SERVICES-WATER	062824-03	1	7110-430-42-43	TECHNICAL SVCS	842.50	842.50
Total 062824-03:											842.50
01/25	01/09/2025	223298	61		REIM HEALTH INSURANCE	010224	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	506.85	506.85
Total 010224:											506.85
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	1205 MAIN STREET- STREETS	176507462U037	1	2007-431-20-44	DISPOSAL	195.93	195.93
Total 176507462U037:											195.93
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	725 MAIN STREET-STREETS	176507463U037	1	2007-431-20-44	DISPOSAL	26.88	26.88
Total 176507463U037:											26.88
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	819 MAIN STREET- STREETS	176507464U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507464U037:											53.31

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
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	801 MAIN STREET - STREETS	176507465U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507465U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	701 MAIN STREET - STREETS	176507466U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507466U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	605 ASH STREET-STREETS	176507467U037	1	2007-431-20-44	DISPOSAL	26.88	26.88
Total 176507467U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	617 MAIN ST-STREETS	176507468U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507468U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	611 MAIN STREET - STREETS	176507469U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507469U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	400 MAIN STREET - STREETS	176507470U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507470U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	600 MAIN ST-STREETS	176507471U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507471U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	626 MAIN ST-STREETS	176507472U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507472U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	176507473U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507473U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	1000 MAIN ST-STREETS	176507474U037	1	2007-431-20-44	DISPOSAL	53.31	53.31

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 176507474U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	700 MAIN STREET - STREETS	176507475U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507475U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	822 MAIN STREET - STREETS	176507476U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507476U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	950 MAIN STREET - STREETS	176507477U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507477U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	176507676U037	1	7620-430-10-44	DISPOSAL	234.88	234.88
Total 176507676U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	176507677U037	1	1000-417-10-44	DISPOSAL	230.47	230.47
Total 176507677U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	176507678U037	1	1011-452-20-44	DISPOSAL	226.06	226.06
Total 176507678U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	176507679U037	1	1009-421-10-44	DISPOSAL	226.06	226.06
Total 176507679U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	720 SOUTH ST-SHOP	176507680U037	1	7620-430-10-44	DISPOSAL	251.32	251.32
Total 176507680U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	1505 MAIN ST-FD	176507682U037	1	1010-422-10-44	DISPOSAL	230.47	230.47
Total 176507682U037:											

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
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	1110 NORTH STREET	176507765U037	1	1011-452-20-44	DISPOSAL	330.67	330.67
Total 176507765U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	900 MAIN ST-STREETS	176507764U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507764U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	1408 MAIN ST-STREETS	176507765U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507765U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	1616 MAIN STREET-STREETS	176507766U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507766U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	65 N LASSEN ST-STREETS	176507782U037	1	2007-431-20-44	DISPOSAL	53.31	53.31
Total 176507782U037:											
01/25	01/09/2025	223299	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	176507892U037	1	2007-431-20-44	DISPOSAL	106.62	106.62
Total 176507892U037:											
01/25	01/09/2025	223300	986	CARLSON'S TIRE PROS	REPAIR & MAINT-STREETS SB1	5855	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	120.00	120.00
Total 5855:											
01/25	01/09/2025	223301	11293	CITY OF FOSTER CITY	JOB POSTING	16336	1	1000-416-10-45	ADVERTISING	582.00	582.00
Total 16336:											
01/25	01/09/2025	223302	161	CSK AUTO INC	WIPER BLADES-SNOW	2740145887	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	139.88	139.88
Total 2740145887:											
01/25	01/09/2025	223302	161	CSK AUTO INC	WIPER BLADES-SNOW	2740146241	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	67.12	67.12

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 2740146241:											
01/25	01/09/2025	223302	161	CSK AUTO INC	CAP-SNOW	2740146336	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	37.88	37.88
Total 2740146336:											
01/25	01/09/2025	223302	161	CSK AUTO INC	DRAG LINK-STREETS SB1	2740147056	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	104.53	104.53
Total 2740147056:											
01/25	01/09/2025	223302	161	CSK AUTO INC	WIPER BLADES-SNOW	2740147087	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	48.55	48.55
Total 2740147087:											
01/25	01/09/2025	223302	161	CSK AUTO INC	AIR FILTER-SNOW	2740147148	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	54.03	54.03
Total 2740147148:											
01/25	01/09/2025	223302	161	CSK AUTO INC	CREDIT-STREETS SB1	2740147639	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	87.66-	87.66-
Total 2740147639:											
01/25	01/09/2025	223303	11294		CA CITIES MAYOR & COUNCIL	111924	1	1000-411-10-45	TRAVEL	459.17	459.17
Total 111924:											
01/25	01/09/2025	223304	173	DATCO SERVICES	SUBSTANCE TEST	13-24030	1	1000-416-10-43	TECHNICAL SVCS	215.00	215.00
Total 13-24030:											
01/25	01/09/2025	223304	173	DATCO SERVICES	SUBSTANCE TEST	189977	1	1000-416-10-43	TECHNICAL SVCS	635.10	635.10
Total 189977:											
01/25	01/09/2025	223305	11287	DAWN MATEO	EMR TRAINING	2025-1	1	1010-422-10-43	VOLUNTEERS	1,000.00	1,000.00
Total 2025-1:											
Total 2025-1:											

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
01/25	01/09/2025	223306	219	ED STAUB & SONS PETR	3867 GAL UNLEADED	11832751	1	1000-1410-001	INVENTORIES-GASOLINE	13,338.79	13,338.79
01/25	01/09/2025	223306	219	ED STAUB & SONS PETR	2508 GAL DIESEL	11832751	2	1000-1410-001	INVENTORIES-GASOLINE	9,130.53	9,130.53
Total 11832751:											
										22,469.32	22,469.32
01/25	01/09/2025	223307	1484	EDGES ELECTRICAL GR	PUMP REPAIRS-GC	S6330601.001	1	7530-451-50-44	REPAIR & MAINTANENCE-FACIL	13.85	13.85
Total S6330601.001:											
										13.85	13.85
01/25	01/09/2025	223308	11285	ELD EXPERTS LLC	KEY FOB-PW BUILDING	00825-VKCM	1	7620-430-10-46	SUPPLIES-GENERAL	526.73	526.73
Total 00825-VKCM:											
										526.73	526.73
01/25	01/09/2025	223309	10706		REIMBURSEMENT FOR TRAVEL	010225	1	1009-421-10-45	TRAINING	544.36	544.36
Total 010225:											
										544.36	544.36
01/25	01/09/2025	223310	257	FOREST OFFICE EQUIPM	DECALS-FD	INV-7090	1	1010-422-10-46	SUPPLIES- GENERAL	181.50	181.50
Total INV-7090:											
										181.50	181.50
01/25	01/09/2025	223310	257	FOREST OFFICE EQUIPM	METER CHARGE-FD	SV008540	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	38.54	38.54
Total SV008540:											
										38.54	38.54
01/25	01/09/2025	223310	257	FOREST OFFICE EQUIPM	MAINT.CONTRACT FOLD MACHI	SV008621	1	7401-430-62-43	TECHNICAL SVCS	44.08	44.08
01/25	01/09/2025	223310	257	FOREST OFFICE EQUIPM	MAINT.CONTRACT FOLD MACHI	SV008621	2	7110-430-42-43	TECHNICAL SVCS	44.08	44.08
Total SV008621:											
										88.16	88.16
01/25	01/09/2025	223310	257	FOREST OFFICE EQUIPM	COPIES-PW	SV008708	1	7620-430-10-43	TECHNICAL SVCS	330.34	330.34
Total SV008708:											
										330.34	330.34
01/25	01/09/2025	223310	257	FOREST OFFICE EQUIPM	COPIER-FD	SV008732	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	32.58	32.58
Total SV008732:											
										32.58	32.58
01/25	01/09/2025	223311	265	FRONTIER	251-0015-PD	0015 120824	1	1009-421-10-45	COMMUNICATIONS	131.78	131.78

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 0015 120824:											
01/25	01/09/2025	223312	10707	GLADWELL GOVERNME	PROFESSIONAL SVCS	5710	1	1000-411-40-43	PROFESSIONAL SVCS	131.78	131.78
Total 5710:											
01/25	01/09/2025	223313	10155		REIM HEALTH INSURANCE	010225	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	271.58	271.58
Total 010225:											
01/25	01/09/2025	223314	10385	HINDERLITER DE LLAMA	CONTRACT SERVICE TRANSAC	SIN046162	1	1000-415-10-43	PROFESSIONAL SVCS	614.40	614.40
Total SIN046162:											
01/25	01/09/2025	223315	1362	IRON MOUNTAIN INFO. M	POLICE DEPARTMENT SHREDD	JZDT370	1	1009-421-10-43	PROFESSIONAL SERVICES	129.75	129.75
Total JZDT370:											
01/25	01/09/2025	223315	1362	IRON MOUNTAIN INFO. M	CITY HALL SHREDDING	JZMP219	1	1000-417-10-43	PROFESSIONAL SVCS	127.26	127.26
Total JZMP219:											
01/25	01/09/2025	223316	9081		REIMBURSEMENT FOR TRAVEL	010225	1	1009-421-10-45	TRAINING	367.57	367.57
Total 010225:											
01/25	01/09/2025	223317	374	L.N. CURTIS & SONS	SAFETY EQUIPMENT-FD	INV899580	1	1010-422-10-46	SUPPLIES- SAFETY ITEMS	913.63	913.63
Total INV899580:											
01/25	01/09/2025	223318	404	LASSEN COMMUNITY CO	TRAINING-FD	370	1	1010-422-10-45	TRAVEL	606.63	606.63
Total 370:											
01/25	01/09/2025	223319	411	LASSEN MOTOR PARTS	DRAG LINKS-STREETTS SB1	464409	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	109.57	109.57
Total 464409:											

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
01/25	01/09/2025	223320	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	333756	1	7110-430-42-44	DISPOSAL	3.02	3.02
Total 333756:											
01/25	01/09/2025	223320	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	338620	1	2007-431-20-44	DISPOSAL	12.24	12.24
Total 338620:											
01/25	01/09/2025	223321	437	LMUD	471-920 JOHNSTONVILLE RD-AI	10108 122624	1	7201-430-81-46	ELECTRICITY	149.66	149.66
Total 10108 122624:											
01/25	01/09/2025	223321	437	LMUD	GOLF COURSE IRR WELL/ NAG	122907 122624	1	7530-451-52-46	ELECTRICITY	49.02	49.02
Total 122907 122624:											
01/25	01/09/2025	223321	437	LMUD	GOLF COURSE PUMP STATION	122910 122624	1	7530-451-52-46	ELECTRICITY	147.94	147.94
Total 122910 122624:											
01/25	01/09/2025	223321	437	LMUD	GOLF COURSE IRR PUMP/6TH	122929 122624	1	7530-451-52-46	ELECTRICITY	30.00	30.00
Total 122929 122624:											
01/25	01/09/2025	223321	437	LMUD	GOLF COURSE PUMP HOUSE	132052 122624	1	7530-451-52-46	ELECTRICITY	245.98	245.98
Total 132052 122624:											
01/25	01/09/2025	223321	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 122624	1	7530-451-52-46	ELECTRICITY	290.77	290.77
Total 144281 122624:											
01/25	01/09/2025	223321	437	LMUD	SOUTH ST - PW OFFICE	14590 122624	1	7620-430-10-46	ELECTRICITY	906.06	906.06
Total 14590 122624:											
01/25	01/09/2025	223321	437	LMUD	SOUTH ST ROOSEVELT AREA L	1744 122624	1	2007-431-60-46	ELECTRICITY	11.04	11.04

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 1744 122624:											
01/25	01/09/2025	223321	437	LMUD	RIVERSIDE DR PARK	1999 122624	1	1011-452-20-46	ELECTRICITY	212.86	212.86
Total 1999 122624:											
01/25	01/09/2025	223321	437	LMUD	CADY SPRINGS	26784 122624	1	7110-430-42-46	ELECTRICITY	686.14	686.14
Total 26784 122624:											
01/25	01/09/2025	223321	437	LMUD	1505 MAIN ST FIRE STATION	2876 122624	1	1010-422-10-46	ELECTRICITY	1,005.79	1,005.79
Total 2876 122624:											
01/25	01/09/2025	223321	437	LMUD	RICHMOND RD BRIDGE-STREE	35094 122624	1	2007-431-60-46	ELECTRICITY	322.56	322.56
Total 35094 122624:											
01/25	01/09/2025	223321	437	LMUD	LITTLE LEAGUE AREA LIGHTS-	3522 122624	1	1011-452-20-46	ELECTRICITY	76.09	76.09
Total 3522 122624:											
01/25	01/09/2025	223321	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 122624	1	2007-431-60-46	ELECTRICITY	179.79	179.79
Total 3651 122624:											
01/25	01/09/2025	223321	437	LMUD	720 SOUTH EMULSION TANK-P	38646 122624	1	7620-430-10-46	ELECTRICITY	280.05	280.05
Total 38646 122624:											
01/25	01/09/2025	223321	437	LMUD	LITTLE LEAGUE PARK DRIVEW	416851 122624	1	1011-452-20-46	ELECTRICITY	19.69	19.69
Total 416851 122624:											
01/25	01/09/2025	223321	437	LMUD	LAUREL ST-STREETTS	416902 122624	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416902 122624:											

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
01/25	01/09/2025	223321	437	LMUD	SOUTH ST- STREETS	416924 122624	1	2007-431-60-46	ELECTRICITY	39.39	39.39
Total 416924 122624:											
01/25	01/09/2025	223321	437	LMUD	RICHMOND RD & PEARL CR- S	416984 122624	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416984 122624:											
01/25	01/09/2025	223321	437	LMUD	1801 MAIN ST-SAFETY LIGHTIN	417512 122624	1	2005-431-20-46	SAFETY LIGHTING	39.39	39.39
Total 417512 122624:											
01/25	01/09/2025	223321	437	LMUD	ORCHARD ST- STREETS	418802 122624	1	2007-431-60-46	ELECTRICITY	23.12	23.12
Total 418802 122624:											
01/25	01/09/2025	223321	437	LMUD	RIVERSIDE DR. & RIVER- STRE	418824 122624	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 418824 122624:											
01/25	01/09/2025	223321	437	LMUD	RIVERSIDE DR. & LAUREL STR	418833 122624	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 418833 122624:											
01/25	01/09/2025	223321	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 122624	1	2005-431-20-46	SAFETY LIGHTING	207.41	207.41
Total 49496 122624:											
01/25	01/09/2025	223321	437	LMUD	MAIN & FAIRFIELD-SB-1 SAFET	49497 122624	1	2005-431-20-46	SAFETY LIGHTING	207.41	207.41
Total 49497 122624:											
01/25	01/09/2025	223321	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 122624	1	2005-431-20-46	SAFETY LIGHTING	161.14	161.14
Total 49498 122624:											
01/25	01/09/2025	223321	437	LMUD	RIVERSIDE & MAIN LIGHTS-SB-	49499 122624	1	2005-431-20-46	SAFETY LIGHTING	186.86	186.86
Total 49499 122624:											
01/25	01/09/2025	223321	437	LMUD						306.64	306.64

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 49499 122624:											
01/25	01/09/2025	223321	437	LMUD	471-920 JOHNSTONVILLE RD-AI	54333 122624	1	7201-430-81-46	ELECTRICITY	306.64	306.64
Total 54333 122624:											
01/25	01/09/2025	223321	437	LMUD	SPRING RIDGE BOOSTER	55754 122624	1	7110-430-42-46	ELECTRICITY	44.93	44.93
Total 55754 122624:											
01/25	01/09/2025	223321	437	LMUD	925 SIERRA RD SPORTS CTR	60453 122624	1	1011-452-20-46	ELECTRICITY	312.85	312.85
Total 60453 122624:											
01/25	01/09/2025	223321	437	LMUD	471-920 JOHNSTONVILLE RD AI	7146 122624	1	7201-430-81-46	ELECTRICITY	33.58	33.58
Total 7146 122624:											
01/25	01/09/2025	223321	437	LMUD	471-920 JOHNSTONVILLE RD AI	7154 122624	1	7201-430-81-46	ELECTRICITY	558.90	558.90
Total 7154 122624:											
01/25	01/09/2025	223321	437	LMUD	GOLF COURSE CLUB HOUSE	7394 122624	1	7530-451-50-46	ELECTRICITY	41.04	41.04
Total 7394 122624:											
01/25	01/09/2025	223321	437	LMUD	GOLF COURSE CART BARN 2	7400 122624	1	7530-451-52-46	ELECTRICITY	133.37	133.37
Total 7400 122624:											
01/25	01/09/2025	223321	437	LMUD	WELL #1-WATER	7714 122624	1	7110-430-42-46	ELECTRICITY	31.05	31.05
Total 7714 122624:											
01/25	01/09/2025	223321	437	LMUD	1801 MAIN ST POLICE STATION	8314 122624	1	1009-421-10-46	ELECTRICITY	227.98	227.98
Total 8314 122624:											
01/25	01/09/2025	223321	437	LMUD						1,140.38	1,140.38
Total 8314 122624:											
01/25	01/09/2025	223321	437	LMUD						1,140.38	1,140.38

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
01/25	01/09/2025	223321	437	LMUD	GOLF COURSE BARN 1 & 3	9312 122624	1	7530-451-52-46	ELECTRICITY	30.00	30.00
Total 9312 122624:											
01/25	01/09/2025	223321	437	LMUD	RIVERSIDE PARK	9501 122624	1	1011-452-20-46	ELECTRICITY	291.82	291.82
Total 9501 122624:											
01/25	01/09/2025	223321	437	LMUD	GEO PUMP #2	9503 122624	1	7301-430-52-46	ELECTRICITY	51.66	51.66
Total 9503 122624:											
01/25	01/09/2025	223321	437	LMUD	HOSPITAL LN-GEO	9963 122624	1	7301-430-52-46	ELECTRICITY	30.00	30.00
Total 9963 122624:											
01/25	01/09/2025	223322	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	13026960	1	7110-430-42-43	TECHNICAL SVCS	42.85	42.85
01/25	01/09/2025	223322	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	13026960	2	7401-430-62-43	TECHNICAL SVCS	42.86	42.86
Total 13026960:											
01/25	01/09/2025	223323	9133	OWEN EQUIPMENT SALE	REPAIR & MAINT-STREETS SB1	00065933	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	2,991.74	2,991.74
Total 00065933:											
01/25	01/09/2025	223324	11295		CA CITIES MAYOR & COUNCIL	12032024	1	1000-411-10-45	TRAVEL	459.17	459.17
Total 12032024:											
01/25	01/09/2025	223325	546	PAYLESS BUILDING SUP	REPAIR & MAINT-PW	284818	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	12.40	12.40
Total 284818:											
01/25	01/09/2025	223326	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 123124	1	1009-421-10-45	COMMUNICATIONS	185.00	185.00
Total 63630 123124:											
01/25	01/09/2025	223326	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	68444 123124	1	7620-430-10-45	COMMUNICATIONS	371.06	371.06

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 1/9/2025 - 1/9/2025Page: 13
Jan 09, 2025 08:44AM

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 68444 123124:											
01/25	01/09/2025	223327	9689	PRENTICE LONG & EPPE	ATTORNEY CONTRACT 204/25	7215	1	1000-412-10-43	PROFESSIONAL SVCS	371.06	371.06
Total 7215:											
01/25	01/09/2025	223328	1296	RENTAL GUYS	SNAKE-PARKS	10225558-5	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	6,500.00	6,500.00
Total 10225558-5:											
01/25	01/09/2025	223329	592	REYNOLDS & RAYMOND	REPAIRS & MAINT-STREETS SB	18976	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	103.31	103.31
Total 18976:											
01/25	01/09/2025	223330	85		CA CITIES MAYOR & COUNCIL	111924	1	1000-411-10-45	TRAVEL	249.19	249.19
Total 111924:											
01/25	01/09/2025	223331	194	STEVE PHILLIPS	FILES-STREETS SB1	20595	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	459.17	459.17
Total 20595:											
01/25	01/09/2025	223331	194	STEVE PHILLIPS	CHAIN-STREETS SB1	20597	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	5.41	5.41
Total 20597:											
01/25	01/09/2025	223332	11292	STUART C. IRBY COMPA	SUPPLIES-GAS	S014115925.001	1	7401-430-62-46	SUPPLIES-GENERAL	30.09	30.09
Total S014115925.001:											
01/25	01/09/2025	223333	689	SWRCB	COMMUNITY WATER SYSTEM A	LW-1048585	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	208.14	208.14
Total LW-1048585:											
01/25	01/09/2025	223334	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PW	1058	1	7620-430-10-44	CUSTODIAL	14,145.72	14,145.72
Total 1058:											

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
Grand Totals:											
										90,736.97	90,736.97

Report Criteria:

Report type: GL detail

Check Voided = False

Report Criteria:

Report type: GL detail

Check.Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
01/25	01/10/2025	223335	728	U.S. POSTMASTER	REMINDERS 101-103-WATER	011025	1	7110-430-42-46	POSTAGE	233.26	233.26
01/25	01/10/2025	223335	728	U.S. POSTMASTER	REMINDERS 101-103-GAS	011025	2	7401-430-62-46	POSTAGE	120.17	120.17
Total 011025:										353.43	353.43
Grand Totals:										353.43	353.43

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 1/16/2025 - 1/16/2025Page: 1
Jan 16, 2025 10:55AM

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
01/25	01/16/2025	223338	10981	ALSCO INC	UNIFORMS-WATER	LREN1992748	1	7110-430-42-44	LINEN SERVICE	61.93	61.93
01/25	01/16/2025	223338	10981	ALSCO INC	UNIFORMS-PW	LREN1992748	2	7620-430-10-44	LINEN SERVICE	10.00	10.00
Total LREN1992748:											
										71.93	71.93
01/25	01/16/2025	223338	10981	ALSCO INC	UNIFORMS-STREETTS	LREN1992749	1	2007-431-20-44	LINEN SERVICE	66.40	66.40
Total LREN1992749:											
										66.40	66.40
01/25	01/16/2025	223338	10981	ALSCO INC	UNIFORMS-PW	LREN1992750	1	7620-430-10-44	LINEN SERVICE	35.00	35.00
Total LREN1992750:											
										35.00	35.00
01/25	01/16/2025	223338	10981	ALSCO INC	UNIFORMS-PARKS	LREN1992751	1	1011-452-20-44	LINEN SERVICES	44.54	44.54
Total LREN1992751:											
										44.54	44.54
01/25	01/16/2025	223338	10981	ALSCO INC	UNIFORMS-PW	LREN1992754	1	7620-430-10-44	LINEN SERVICE	148.75	148.75
Total LREN1992754:											
										148.75	148.75
01/25	01/16/2025	223338	10981	ALSCO INC	UNIFORMS-GAS	LREN19927553	1	7401-430-62-44	LINEN SERVICES	117.20	117.20
Total LREN19927553:											
										117.20	117.20
01/25	01/16/2025	223339	1307	C&S WASTE SOLUTIONS	LEAF COLLECTION PROGRAM	176507273U037	1	8404-430-15-48	GRANTS	4,496.82	4,496.82
Total 176507273U037:											
										4,496.82	4,496.82
01/25	01/16/2025	223340	10355		BARRY CREEL AGREEMENT 4T	011025	1	7110-430-42-47	LAND	21,365.67	21,365.67
Total 011025:											
										21,365.67	21,365.67
01/25	01/16/2025	223341	161	CSK AUTO INC	BATTERY-GAS	2740147640	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	239.26	239.26

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 1/16/2025 - 1/16/2025

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 2740147640:											
01/25	01/16/2025	223341	161	CSK AUTO INC	FUEL CAP-STREETS SB1	2740149678	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	239.26	239.26
Total 2740149678:											
01/25	01/16/2025	223341	161	CSK AUTO INC	HINGE PIN KIT-STREETS SB1	2740149719	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	36.37	36.37
Total 2740149719:											
01/25	01/16/2025	223341	161	CSK AUTO INC	ROLL PIN-STREET SB1	2740149727	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	18.08	18.08
Total 2740149727:											
01/25	01/16/2025	223341	161	CSK AUTO INC	REPAIR & MAINT-GC	2740150465	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	312.96	312.96
01/25	01/16/2025	223341	161	CSK AUTO INC	REPAIR & MAINT-GC	2740150465	2	7530-451-56-44	REPAIR & MAINTENANCE MISC	162.87	162.87
Total 2740150465:											
01/25	01/16/2025	223341	161	CSK AUTO INC	MOTOR OIL-GC	2740150529	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	475.83	475.83
01/25	01/16/2025	223341	161	CSK AUTO INC	MOTOR OIL-GC	2740150529	2	7530-451-56-44	REPAIR & MAINTENANCE MISC	91.60	91.60
Total 2740150529:											
01/25	01/16/2025	223342	10670	CURRENT ELECTRIC & A	DELETE CODE-PW	051859	1	7620-430-10-43	TECHNICAL SVCS	62.00	62.00
Total 051859:											
01/25	01/16/2025	223342	10670	CURRENT ELECTRIC & A	ADD ALARM CODE-CITY HALL	051861	1	1000-417-10-43	TECHNICAL SVCS	153.60	153.60
Total 051861:											
01/25	01/16/2025	223343	931	ERMA ANNUAL WORKSHOP & B		010625	1	1000-413-20-45	TRAVEL	45.00	45.00
Total 010625:											
01/25	01/16/2025	223344	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	010825	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	35.00	35.00
Total 010825:											
01/25	01/16/2025	223344	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	010825	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	509.00	509.00
Total 010825:											
01/25	01/16/2025	223344	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	010825	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	72.00	72.00

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 3			
				Check Issue Dates: 1/16/2025 - 1/16/2025				Jan 16, 2025 10:55AM			
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 010825:											
01/25	01/16/2025	223345	11127		REFUND GAS DEPOSIT	10324101902	1	7401-2228-000	DEPOSITS-CUSTOMER		72.00
Total 10324101902:											
01/25	01/16/2025	223346	219	ED STAUB & SONS PETR	125 GAL PROPANE-GC	11830468	1	7530-451-50-46	PROPANE		198.60
Total 11830468:											
01/25	01/16/2025	223347	1484	EDGES ELECTRICAL GR	SUPPLIES-PARKS	S6338667.01	1	1011-452-20-46	SUPPLIES-GENERAL		63.00
Total S6338667.01:											
01/25	01/16/2025	223347	1484	EDGES ELECTRICAL GR	SUPPLIES-PARKS	S6339052.001	1	1011-452-20-46	SUPPLIES-GENERAL		43.30
Total S6339052.001:											
01/25	01/16/2025	223348	265	FRONTIER	257-1887 BACKUP	1887 010125	1	1000-417-10-45	COMMUNICATIONS		113.33
Total 1887 010125:											
01/25	01/16/2025	223348	265	FRONTIER	257-2520 GOLF COURSE	2520 010125	1	7530-451-52-45	COMMUNICATIONS		308.96
Total 2520 010125:											
01/25	01/16/2025	223348	265	FRONTIER	257-7098 NATURAL GAS	7098 010125	1	7401-430-62-45	COMMUNICATIONS		97.98
Total 7098 010125:											
01/25	01/16/2025	223349	11268		REFUND GAS DEPOSIT	10531901208	1	7401-2228-000	DEPOSITS-CUSTOMER		97.98
Total 10531901208:											
01/25	01/16/2025	223350	10354		BARRY CREEK AGREEMENT 4T	011025	1	7110-430-42-47	LAND		142.60
Total 011025:											
											42,731.37
											42,731.37

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 4			
				Check Issue Dates: 1/16/2025 - 1/16/2025				Jan 16, 2025 10:55AM			
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
01/25	01/16/2025	223351	10150		reimbursement mileage October-	123124	1	1000-413-20-45	TRAVEL	27.47	27.47
Total 123124:											
01/25	01/16/2025	223352	404	LASSEN COMMUNITY CO	TRAINING-FD	371	1	1010-422-10-45	TRAVEL	98.50	98.50
Total 371:											
01/25	01/16/2025	223353	411	LASSEN MOTOR PARTS	HOSE STOP-GAS	464948	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	16.23	16.23
Total 464948:											
01/25	01/16/2025	223354	10485	LEAF CAPITAL FUNDING	COPIER-PW	17707351	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	278.67	278.67
Total 17707351:											
01/25	01/16/2025	223355	421	LEAGUE OF CALIFORNIA	MEMBERSHIP DUES 2025	INV-26979-Y4M6F9	1	1000-417-10-48	DUES AND MEMBERSHIPS	3,472.00	3,472.00
01/25	01/16/2025	223355	421	LEAGUE OF CALIFORNIA	MEMBERSHIP DUES 2025	INV-26979-Y4M6F9	2	1000-1430-105	PREPAID - OTHER	3,472.00	3,472.00
Total INV-26979-Y4M6F9:											
01/25	01/16/2025	223356	1508	MAIN STREET LUBE	VEHICLE MAINT- PD	47968	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	99.75	99.75
Total 47968:											
01/25	01/16/2025	223356	1508	MAIN STREET LUBE	VEHICLE MAINT- PD	48217	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	50.79	50.79
Total 48217:											
01/25	01/16/2025	223357	11286		REFUND WATER OVERPAYMEN	10100350003.	1	9999-1001-001	CASH CLEARING - UTILITIES	35.11	35.11
Total 10100350003.:											
01/25	01/16/2025	223358	556	PITNEY BOWES INC	E-Z SEAL	1026750944	1	1000-417-10-46	SUPPLIES-GENERAL	161.70	161.70
Total 1026750944:											
01/25	01/16/2025	223358	556	PITNEY BOWES INC	POSTAGE MACHINE LEASE	80000900000677660 0105	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	2,041.99	2,041.99

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 5			
				Check Issue Dates: 1/16/2025 - 1/16/2025				Jan 16, 2025 10:55AM			
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 8000900000677660 010525:											
01/25	01/16/2025	223359	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT	58020 123124	1	1000-417-10-45	COMMUNICATIONS	768.00	768.00
Total 58020 123124:											
01/25	01/16/2025	223359	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-FD	69319 123124	1	1010-422-10-45	COMMUNICATIONS	306.75	306.75
Total 69319 123124:											
01/25	01/16/2025	223360	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC-PD	7216 010125	1	1009-421-10-43	PROFESSIONAL SERVICES	112.00	112.00
Total 7216 010125:											
01/25	01/16/2025	223361	572	QUILL CORPORATION	SUPPLIES-FINANCE	42120101	1	1000-415-10-46	SUPPLIES-GENERAL	469.71	469.71
Total 42120101:											
01/25	01/16/2025	223362	10763		BARRY CREEK AGREEMENT 4T	011025	1	7110-430-42-47	LAND	21,365.67	21,365.67
Total 011025:											
01/25	01/16/2025	223363	11296	S3DVBE	RESCUE GLOVES-FD	39806	1	1010-422-10-43	VOLUNTEERS	765.09	765.09
Total 39806:											
01/25	01/16/2025	223364	11052		RE-ISSUE FIREFIGHTER 1 CER	011425	1	1010-422-10-45	TRAVEL	360.00	360.00
Total 011425:											
01/25	01/16/2025	223365	1479	SIERRA BROADCASTING	ADVERTISING-GAS	24120141	1	7401-430-62-45	ADVERTISING	499.00	499.00
Total 24120141:											
01/25	01/16/2025	223366	194		BAR & MIX OIL-STREETS SB1	20609	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	37.51	37.51
Total 20609:											

M = Manual Check, V = Void Check

CITY OF SUSANVILLE				Check Register - Payments by Vendor				Page: 6			
				Check Issue Dates: 1/16/2025 - 1/16/2025				Jan 16, 2025 10:55AM			
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
01/25	01/16/2025	223366	194		CHAIN-STREETS SB1	20613	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	17.32	17.32
Total 20613:											17.32
01/25	01/16/2025	223367	76	SUSANVILLE ACE HARD	REPAIR & MAINT-GAS	531097	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	53.03	53.03
Total 531097:											53.03
01/25	01/16/2025	223367	76	SUSANVILLE ACE HARD	SPRAY-GAS	531135	1	7401-430-62-46	SUPPLIES-GENERAL	13.41	13.41
Total 531135:											13.41
01/25	01/16/2025	223367	76	SUSANVILLE ACE HARD	SHOVEL-GAS	531182	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	79.87	79.87
Total 531182:											79.87
01/25	01/16/2025	223367	76	SUSANVILLE ACE HARD	KEYBLANK-FD	531257	1	1010-422-10-46	SUPPLIES- GENERAL	9.72	9.72
Total 531257:											9.72
01/25	01/16/2025	223367	76	SUSANVILLE ACE HARD	PIPE STRAP-GAS	531345	1	7401-430-62-46	SUPPLIES-GENERAL	10.61	10.61
Total 531345:											10.61
01/25	01/16/2025	223368	806	SUSANVILLE AVIATION	PARTS FOR RUNWAY	5259	1	7201-430-81-44	REPAIR AND MAINTENANCE-MI	646.39	646.39
Total 5259:											646.39
01/25	01/16/2025	223369	10356		BARRY CREEK AGREEMENT 4T	011025	1	7110-430-42-47	LAND	21,365.67	21,365.67
Total 011025:											21,365.67
01/25	01/16/2025	223370	530	U.S. BANK EQUIPMENT F	UPSTAIRS COPIER CITY HALL	546372822	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	400.56	400.56
Total 546372822:											400.56
01/25	01/16/2025	223371	10821	UBEO WEST LLC	COPIER CITY HALL	4750078	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	497.32	497.32
01/25	01/16/2025	223371	10821	UBEO WEST LLC	COPIER PD	4750078	2	1009-421-10-44	RENT & LEASES EQUIP & VEHI	205.01	205.01

M = Manual Check, V = Void Check

CITY OF SUSANVILLE										Check Register - Payments by Vendor		Page: 7	
Check Issue Dates: 1/16/2025 - 1/16/2025										Jan 16, 2025 10:55AM			
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 4750078:										702.33	702.33		
01/25	01/16/2025	223372	770	WESTERN NEVADA SUP	REPAIRS-GEO	61551982	1	7301-430-52-44	REPAIR AND MAINTENANCE-MI	785.67	785.67		
Total 61551982:										785.67	785.67		
01/25	01/16/2025	223372	770	WESTERN NEVADA SUP	REPAIRS-GEO	61554848	1	7301-430-52-44	REPAIR AND MAINTENANCE-MI	696.96	696.96		
Total 61554848:										696.96	696.96		
01/25	01/16/2025	223372	770	WESTERN NEVADA SUP	SUPPLIES- WATER	61557228	1	7110-430-42-46	SUPPLIES-GENERAL	893.99	893.99		
Total 61557228:										893.99	893.99		
01/25	01/16/2025	223372	770	WESTERN NEVADA SUP	SUPPLIES-WATER	61557240	1	7110-430-42-46	SUPPLIES-GENERAL	1,890.21	1,890.21		
Total 61557240:										1,890.21	1,890.21		
01/25	01/16/2025	223372	770	WESTERN NEVADA SUP	REPAIRS-GEO	61580901	1	7301-430-52-44	REPAIR AND MAINTENANCE-MI	2,091.78	2,091.78		
Total 61580901:										2,091.78	2,091.78		
01/25	01/16/2025	223373	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	178560	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	109.39	109.39		
Total 178560:										109.39	109.39		
01/25	01/16/2025	223373	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COUR	178561	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	218.78	218.78		
Total 178561:										218.78	218.78		
Grand Totals:										136,399.49	136,399.49		

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
01/25	01/17/2025	223375	728	U.S. POSTMASTER	UB BILLING WATER	011725	1	7110-430-42-46	POSTAGE	835.21	835.21
01/25	01/17/2025	223375	728	U.S. POSTMASTER	UB BILLING GAS	011725	2	7401-430-62-46	POSTAGE	430.26	430.26
Total 011725:										1,265.47	1,265.47
Grand Totals:										1,265.47	1,265.47

AGENDA ITEM NO. 6.C
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: February 5, 2025

SUBJECT: Consider **Resolution No. 25-6403**, approving and authorizing the modification to the Position Classification Schedule of the memorandum of understanding with the Administrative Bargaining Unit.

PRESENTED BY: Dan Newton, City Manager

SUMMARY: The Administrative Bargaining Unit (UNIT) has met and conferred in good faith and the City Council of the City of Susanville has approved and adopted the Memorandum of Understanding (MOU) between the City of Susanville and the UNIT for the period of July 1, 2024, through and including June 30, 2027, at a regular city council meeting held on November 6, 2024. In section 23.A of the adopted MOU, the Assistant to the City Manager position will be reclassified as Deputy City Manager and details of the position will be executed through a Side Letter to the MOU.

The proposed range and step for the reclassification of the Assistant to the City Manager to Deputy City Manager is 156-159 and incorporates the existing UNIT's incentives; and is subject to all provisions of the Administrative Unit MOU. The Deputy City Manager position will remain a regular full-time exempt employee, and the reclassification of the position is subject to a six (6) month introductory period. The Deputy City Manager job description has been presented to and approved by the Administrative Bargaining Unit representatives.

The Side Letter includes changes made to Exhibit A and Exhibit D of the Administrative MOU. Those changes include clarification that only three (3) positions are eligible for the 10% incentive for the professional engineer license or the professional land surveyor license, those positions are: Assistant Engineer, Assistant Director – Operations and the Assistant Director – Engineering. The Air Quality Specialist is not eligible for the 10% incentive for obtaining either the professional land surveyor or professional engineer license as the position's job description outlines the range in which the position would be compensated for obtaining the specific license.

FISCAL IMPACT:

Subject to the terms negotiated and outlined in the Administrative Unit MOU Side Letter

ACTION REQUESTED:

Motion to approve Resolution No. 25-6403, approving and authorizing the modification to the Position Classification Schedule of the memorandum of understanding with the Administrative Bargaining Unit.

ATTACHMENTS:

[25-6403.pdf](#)

[Admin Side Letter.pdf](#)

RESOLUTION NO. 25-6403
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING THE MODIFICATION TO THE POSITION
CLASSIFICATION SCHEDULE OF THE MEMORANDUM OF UNDERSTANDING WITH THE
ADMINISTRATIVE BARGAINING UNIT

WHEREAS, the Administrative Bargaining Unit has met and conferred in good faith and the City Council of the City of Susanville has approved and adopted the Memorandum of Understanding (MOU) between the City of Susanville and the Administrative Unit for the period of July 1, 2024, through and including June 30, 2027; and

WHEREAS, in section 23.A of the adopted MOU, the Assistant to the City Manager position will be reclassified as Deputy City Manager and details of the position will be executed through a Side Letter to the MOU; and

WHEREAS, the Administrative Bargaining Unit has ratified the respective agreement with the terms and conditions as outlined in the attached side letter to incorporate the changes of the Assistant to the City Manager to now be Deputy City Manager to be at Salary Matrix Range 156-159; and

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

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

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

1. The Memorandum of Understanding with the Administrative Bargaining Unit will adopt the attached side letter and incorporate the changes to Exhibit A – Position Classification Schedules into the Administrative Bargaining Unit for the period of July 1, 2024, through and including June 30, 2027; and
2. Modifications to the City of Susanville Approved Position List to incorporate these changes; and
3. The Finance Director shall modify the 2024/2025 fiscal year budget as necessary to accommodate the changes to the Deputy City Manager reclassification as outlined in the Side Letter.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, 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 Resolution was adopted at a regular meeting of the City Council for the City of Susanville held on the 5th day of February 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



City of Susanville

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

February 5, 2025

To the Administrative Bargaining Unit,

The Administrative Bargaining Unit (UNIT) has met and conferred in good faith and the City Council of the City of Susanville has approved and adopted the Memorandum of Understanding (MOU) between the City of Susanville and the UNIT for the period of July 1, 2024, through and including June 30, 2027, at a regular city council meeting held on November 6, 2024. In section 23.A of the adopted MOU, the Assistant to the City Manager position will be reclassified as Deputy City Manager and details of the position will be executed through a Side Letter to the MOU. Below is a depiction of those changes.

Current Position Title	Proposed Position Title	Proposed Reclassified Position Range	Proposed Biweekly	Proposed Range	Proposed Step
Assistant to the City Manager	Deputy City Manager	156-159	\$3,981.28	156	F

The proposed range and step for the reclassification of the Assistant to the City Manager to Deputy City Manager incorporates the existing UNIT's incentives; and is subject to all provisions of the Administrative Unit MOU. The Deputy City Manager position will remain a regular full-time exempt employee, and the reclassification of the position is subject to a six (6) month introductory period. The Deputy City Manager job description has been presented to and approved by the Administrative Bargaining Unit representatives. The position reclassification will receive the above-listed range and step effective at the beginning of the pay period in which the City Council approves this side letter.

Attached to this letter is the updated Administrative Unit Memorandum of Understanding's Exhibit "A" Position Classification Schedule which demonstrates all UNIT members and those position ranges. Changes presented include the reclassification of the Deputy City Manager as well as corrections to the Assistant Director – Operations and the Assistant Director – Engineering. The changes are made to accommodate increased incentives for a professional engineer license or professional land surveyor license as represented in the changes made to the job descriptions as documented in section 23.C of the Memorandum of Understanding. The modifications to the job description of these positions includes removing the 5% incentive for professional engineer license or professional land surveyor license and including a 10% incentive for obtaining either incentive. These changes are reflected in the Administrative MOU's Exhibit "A" Position Classification Schedule and in Exhibit "D" Incentive List (both attached). Only three (3) positions within this

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

UNIT are eligible for the 10% incentive for the professional engineer license or the professional land surveyor license, those positions are: Assistant Engineer, Assistant Director – Operations and the Assistant Director – Engineering. The Air Quality Specialist is not eligible for the 10% incentive for obtaining either the professional land surveyor or professional engineer license as the position’s job description outlines the range in which the position would be compensated for obtaining the specific license.

This side letter and the terms outlined shall remain in effect through June 30, 2027, or until a successor MOU is reached, unless a specific provision provides for a different commencement and/or termination date.

This letter has been ratified by both the CITY and the UNIT on the 5th day of February, 2025.

Signatures:

Dan Newton, City Manager

Victoria Estrada, Unit Representative

Erik Edholm, Unit Representative

Approved:

Mendy Schuster, Mayor

Attest:

Heidi Whitlock, City Clerk

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

EXHIBIT “A”

Administrative Confidential Employees Position Classification Schedule Updated by Resolution No. 25-6403 on February 5, 2025 July 1, 2024 through June 30, 2027

EXEMPT POSITIONS	Matrix Range	Longevity 10 year (2.5%)	Longevity 15 year (2.5%)
Deputy City Manager¹ Base Incentive Level I Incentive Level II Incentive Level III	156 157 158 159	157 158 159 160	158 159 160 161
Assistant Director – Engineering Base Incentive Level I Incentive Level II Incentive Level III BA/BS Incentive Level I Incentive Level II Incentive Level III *APCO Appointment ** APCO Appointment AND Professional Engineer or Professional Land Surveyor	154 / 158*/162** 155 / 159*/163** 156 / 160*/164** 157 / 161*/165** 156 / 160*/164** 157 / 161*/165** 158 / 162*/166** 159 / 163*/167**	155 / 159*/163** 156 / 160*/164** 157 / 161*/165** 158 / 162*/166** 157 / 161*/165** 158 / 162*/166** 159 / 163*/167** 160 / 164*/168**	156 / 160*/164** 157 / 161*/165** 158 / 162*/166** 159 / 163*/167** 158 / 162*/166* 159 / 163*/167** 160 / 164*/168** 161 / 165*/169**
Assistant Director – Operations Base Incentive Level I Incentive Level II Incentive Level III BA/BS Incentive Level I Incentive Level II Incentive Level III * Professional Engineer or Professional Land Surveyor	154/158* 155/159* 156/160* 157/161* 156/160* 157/161* 158/162* 159/163*	155/159* 156/160* 157/161* 158/162* 157/161* 158/162* 159/163* 160/164*	156/160* 157/161* 158/162* 159/163* 158/162* 159/163* 160/164* 161/165*
Building Official Base Incentive Level I Incentive Level II Incentive Level III	152 153 154 155	153 154 155 156	154 155 156 157

¹ Reclassified per MOU Side Letter No. 1, Resolution No. 25-6403

EXEMPT POSITIONS (cont.)	Matrix Range	Longevity 10 year (2.5%)	Longevity 15 year (2.5%)
City Planner Base Incentive Level I Incentive Level II Incentive Level III	152 153 154 155	153 154 155 156	154 155 156 157
Administrative Assistant – Police Department Base Incentive Level I Incentive Level II Incentive Level III	142 143 144 145	143 144 145 146	144 145 146 147
Pool Director Base Incentive Level I Incentive Level II Incentive Level III	138 139 140 141	139 140 141 142	140 141 142 143
NON-EXEMPT POSITIONS	Matrix Range	Longevity 10 year (2.5%)	Longevity 15 year (2.5%)
Air Quality Specialist Base Incentive Level I Incentive Level II Incentive Level III Engineer-in-Training Incentive Level I Incentive Level II Incentive Level III Professional Engineer or Professional Land Surveyor Incentive Level I Incentive Level II Incentive Level III	140 141 142 143 144 145 146 147 150 151 152 153	141 142 143 144 145 146 147 148 151 152 153 154	142 143 144 145 146 147 148 149 152 153 154 155
Assistant City Engineer Base Incentive Level I Incentive Level II Incentive Level III * Professional Engineer or Professional Land Surveyor	140/144* 141/145* 142/146* 143/147*	141/145* 142/146* 143/147* 144/148*	142/146* 143/147* 144/148* 145/149*

NON-EXEMPT POSITIONS (cont.)	Matrix Range	Longevity 10 year (2.5%)	Longevity 15 year (2.5%)
Permit Technician			
Base	140	141	142
Incentive Level I	141	142	143
Incentive Level II	142	143	144
Incentive Level III	143	144	145
Program Coordinator			
Base	138	139	140
Incentive Level I	139	140	141
Incentive Level II	140	141	142
Incentive Level III	141	142	143
Code Enforcement Officer			
Base	136	137	138
Incentive Level I	137	138	139
Incentive Level II	138	139	140
Incentive Level III	139	140	141

EXHIBIT “D” Incentive List
Administrative Employee Incentive Program
Incentive License / Certification / Degrees

Incentive/Certificate/Degree	Incentive % Increase
Associate degree from accredited college in a field related to employee’s position (No Cap)	2.5%
Baccalaureate degree from accredited college in a field related to employee’s position (No Cap)	5%
Master’s degree from accredited college in a field related to employee’s position (No Cap)	5%
Engineer in Training or Land Surveyor in Training	5%
Professional Land Surveyor (3 employee max)**	10%
Professional Engineer (3 employee max)**	10%
POST Records Supervisor Certificate (2 employee max)	5%
Certified Public Infrastructure Inspector CPII (2 employee max)*	5%
Certified Public Works Professional – Management CPWP-M (2 employee max)	5%
Certified Planning Engineer CPE (2 employee max)	5%
AICP Planning Certification (2 employee max)	5%
Certified Employee Benefits Specialist CEBS (2 employee max)	5%
Residential Plans Examiner and Building Official Legal & Management Module (2 employee max)	2.5%
Associate Certified Planning Engineer ACPE (2 employee max)*	2.5%
Human Resources Management Certified Professional Certificate SHRM-CP (2 employee max)*	2.5%
Human Resources Management Senior Certified Professional Certificate SHRM-SCP (2 employee max)*	2.5%
Certified Public Works Professional – Supervision CPWP-S (2 employee max)*	2.5%
ICC Certified Permit Technician (2 employee max)*	2.5%
Certified CPR Instructor (2 employee max)*	2.5%
ESRI ArcGIS Pro Associate Certification 2025 or equivalent (2 employee max)*	2.5%

*New incentives effective July 1, 2024

**Employees licensed as a professional engineer or professional land surveyor will receive a 10% pay increase on top of any other incentives earned, 7.5% cap notwithstanding. This incentive is only available to the Assistant Director - Engineering, Assistant Director – Operations, and Assistant Engineer positions.

AGENDA ITEM NO. 9.A
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Marci Rojas, Public Works

Action Date: February 5, 2025

SUBJECT: Consider **Resolution No. 25-6404**, authorizing the City Manager to amend the contract with Pee Wee Enterprises for culvert replacement on Ramsey Ditch and execute all related agreements for the Ramsey Ditch Project and authorize the Finance Director to modify the budget as necessary to complete the work.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: At the January 15, 2025 the city council approved resolution 25-6401 authorizing the city manager to execute an agreement with Pee Wee Enterprises for the culvert replacement of the failed section on the Ramsey Ditch. City Staff has identified additional work needed to complete this project. There is an existing 28x20 building on the property that is owned by the Susanville School District. In order to complete the project this structure will need to be removed. City staff has reached out to Susanville School District and they have agreed to collaborate with the city in the removal of the structure. Pee Wee Enterprises has sent city staff an updated quote for an estimated \$11,999.00 increase for the additional work to the project. The quote now includes the demo of a existing 28x20 building, the disposing of all debris and installing approximately an additional 40 more feet of 24" culvert pipe and all other necessary work to complete the install.

FISCAL IMPACT: \$59,999.00 from the available July 2024 reconciled geothermal fund balance of \$188,824.

ACTION REQUESTED: Motion to approve Resolution No. 25-6404, authorizing the City Manager to amend the contract with Pee Wee Enterprises for culvert replacement on Ramsey Ditch and execute all related agreements for the Ramsey Ditch Project and authorize the Finance Director to modify the budget as necessary to complete the work.

ATTACHMENTS:
[25-6404.pdf](#)

WHEREAS, the city entered into the Ramsey Ditch Maintenance Agreement in July 2024;
and

WHEREAS, the City approved Resolution No. 25-6401 on January 15, 2025, authorizing the City Manager to enter into an agreement with Pee Wee Enterprises to replace roughly 128' of existing culvert pipe in the amount of \$48,000; and

WHEREAS, there is an existing 28x20 building located on the property, owned by the Susanville School District, which must be removed in order to proceed with the culvert replacement; and

WHEREAS, Pee Wee Enterprises has provided an updated cost estimate reflecting an increase of \$11,999.00 to cover the additional scope of work, which includes the demolition of the 28x20 building, disposal of all debris, installation of approximately 40 additional feet of culvert pipe, and any other necessary work to complete the project; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Susanville hereby authorizes the City Manager to execute an Agreement with Pee Wee Enterprises in the amount of \$59,999, execute all related agreements to the Ramsey Ditch Project, and further authorizes the Finance Director to adjust the budget as necessary.

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of February 2025, by the following vote:

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

ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

AGENDA ITEM NO. 12.A
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Economic Development

Action Date: February 5, 2025

SUBJECT: Consider **Resolution No. 25-6405**, temporarily placing a moratorium on Title 3 Revenue and Finance Chapter 3.32 of the Susanville Municipal Code - Public Facilities Impact Fees for a period of five years.

PRESENTED BY: Tamra Spade, Economic Development Director

SUMMARY: To support economic growth and development in the city of Susanville, the City Council recently adopted Ordinance No. 24-1047 which allows the enactment of a five-year moratorium on the collection of Development Impact Fees by resolution. At this time, staff is presenting the City Council with Resolution No. 25-6405 to enact the moratorium. During this period, all new residential, commercial, and industrial developments will be exempt from paying the fees outlined in Chapter 3.32.

Throughout the moratorium, the City Council will continue to assess development and infrastructure needs and may modify, extend, or terminate the suspension as necessary. Unless further action is taken, Development Impact Fees will resume at the end of the five-year period. This temporary suspension aligns with the City's general plan and has been evaluated in accordance with Government Code Section §65913.2 to ensure consistency with Susanville's housing and commercial development goals.

FISCAL IMPACT: Estimated, \$77,700 annual revenue reduction from public facility impact moratorium per Tischler Bise feasibility study. Streets: \$23,400; Police: \$30,100; \$24,200.

ACTION REQUESTED: Motion to approve Resolution No. 25-6405, temporarily placing a moratorium on Title 3 Revenue and Finance Chapter 3.32 of the Susanville Municipal Code - Public Facilities Impact Fees for a period of five years.

ATTACHMENTS:
[25-6405.doc](#)
[24-1047.pdf](#)

RESOLUTION NO. 25-6405
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TEMPORARILY PLACING A MORATORIUM ON TITLE 3 REVENUE AND FINANCE
CHAPTER 3.32 OF THE SUSANVILLE MUNICIPAL CODE –
PUBLIC FACILITIES IMPACT FEES FOR A PERIOD OF FIVE YEARS

WHEREAS, the City currently imposes public facility impact fees per Chapter 3.32 of the City's Municipal Code; and

WHEREAS, in recognition of the current economic conditions and to promote growth and development within the City of Susanville, the City Council desires to enact a five-year moratorium on the collection of said public facility impact fees; and

WHEREAS, during this period, all new residential, commercial, and industrial developments shall be exempt from paying the fees outlined in this resolution; and

WHEREAS, pursuant to Government Code Section 65913.2, the Council has considered the effects of the fees and the moratorium with respect to the City's housing needs as established in the Housing Element of the General Plan; and

WHEREAS, in establishing the fee structure and the moratorium, the City Council has found the fees and their temporary suspension to be consistent with the General Plan; and

WHEREAS, the City Council will continue to assess local development and infrastructure needs during this moratorium and reserves the right to modify, extend, or terminate the moratorium as necessary; and

WHEREAS, at the end of the five-year period, unless further action is taken by the Council, the public facilities impact fees shall resume as outlined in the City's Municipal Code.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Susanville hereby authorizes a moratorium to be placed on the collection of public facility impact fees for a period of five years.

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 5th day of January 2025, 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: Heidi Whitlock, City Clerk

Action Date: February 5, 2025

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: February 5, 2025

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:
[250205.Future.Items.List.pdf](#)

LAST THREE MONTHS (11/05/2024 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 |
| 1/15/2025 | Consider creation of advisory committee to assist with economic development efforts. |

Council requested - FUTURE COUNCIL ITEMS

- | | |
|------------|--|
| 12/4/2024 | Request to bring back discussion item regarding the HLVRA, its budget and request for additional funding |
| 12/18/2024 | Request to bring back discussion item regarding council chamber sound system |

Completed List Items

- | | |
|-----------------------|--|
| 11/20/2024 | Request to bring back an item regarding the community garden and LARP |
| 12/18/2024 | Request to bring back LARP Agreement for review of new council members. |