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

Susanville City Council
Regular Council Meeting • City Council Chambers
Wednesday, March 19, 2025 – 5:00 PM

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

CALL TO ORDER
ROLL CALL

1. **APPROVAL OF AGENDA:** *(Additions and/or Deletions)*
2. **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS:** No closed session.
3. **CLOSED SESSION:** No business.
4. **RETURN TO OPEN SESSION:** *(recess if necessary)*
 - *Reconvene in open session at 5:00pm*
 - *Pledge of allegiance*
 - *Invocation*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Proclamations, awards or presentations by the City Council*
5. **BUSINESS FROM THE FLOOR:** *Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting.*
Presentations are subject to a 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 March 5, 2025 regular meeting.*
 - 6.B *Vendor and payroll warrants*
7. **PUBLIC HEARINGS:** No business.
8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**
9. **NEW BUSINESS:**
 - 9.A *Consider co-sponsorship of the 35th Annual Junior Fishing Derby to be held on Saturday, May 17, 2025*

9.B Discussion regarding Citywide Strategic Planning

9.C Consider Planning Commission Moratorium

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

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

12. **CONTINUING BUSINESS:**

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

13.A Department Reports

14. **FUTURE COUNCIL ITEMS:**

14.A Future Council Items

15. **ADJOURNMENT:**

- **The next regular meeting of the Susanville City Council will be held on April 2, 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 March 19, 2025 in the areas designated on March 14, 2025.

AGENDA ITEM NO. 6.A
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, City Clerk

Action Date: March 19, 2025

SUBJECT: Minutes of the City Council March 5, 2025 regular meeting.

PRESENTED BY: Heidi Whitlock, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's March 5, 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 March 5, 2025 regular meeting.

ATTACHMENTS:
[250305.cc.min.draft.pdf](#)

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, MARCH 5, 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:

Mr. Newton requested no additions or deletions to the agenda but requested that item 12A and 9E be heard prior to 5A.

Moved by Parrish; seconded by Brown to approve the agenda with the requested changes.

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:

City Council convened in closed session at 4:31pm to discuss the following:

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

1. Admin Unit

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

1. City Manager - Evaluation

4. RETURN TO OPEN SESSION: City Council reconvened in open session at 5:00pm.

The Pledge of Allegiance and Invocation were provided.

Mr. Newton stated that prior to the Council meeting in closed session the agenda was approved with the above-mentioned changes. He added that the Council then met in closed session to discuss the above-mentioned items. He concluded by stating that direction was provided to staff with no reportable action taken.

Bob Godman, Public Works Director, introduced Jordyn Hurtado, the Public Work's Department newly hired Admin Staff Assistant.

12. CONTINUING BUSINESS:

12.A Consider Sierra Theater Performing Arts Center Business Plan

Mr. Newton provided an explanation of the item and stated that there will be a presentation on the plan.

Chris Gallagher, public, shared that it is the intent for the symphony to take the lead on this plan and provided an overview of what will be covered.

Mr. Gallagher then turned it over to the presenter of the plan, Charlie, who provided the presentation.

Council Member Parrish inquired about the additional money needed and if they had a plan to which Mr. Gallagher responded.

Council Member Parrish asked who would be in charge, would it be a board or one person.

Mr. Gallagher stated that right now it is the Board. However, once the building is purchased, it will have a manager. He stated that it will probably be him as he is retired.

No less than four members of the public spoke highly of the plan presented and requested that the project move forward.

Mr. Gallagher concluded the presentation by stating that this is the dream of Ray White and shared the number of hours he worked on it and requested that the Council honor him by making this happen.

Mayor Schuster thanked Council Member Miller and Parrish for their participation on the ad hoc committee as there are extra meetings.

Council Member Parrish continued requesting clarification on the project, voiced his concern with various items but stated that he hoped the project will prove to be successful.

Council Member Bortle stated that he is in favor of the project. He continued that they have competent people, and they have jumped through every hoop the Council has given them, and they have come back with a solid plan.

Council Member Miller stated that, being on the ad hoc, there were many discussions and there are still a lot of letters of support and grant opportunities that were discussed as well as a lot of momentum with the remaining members. She stated that she is in favor of the project.

Council Member Parrish stated that, financially, it would be more responsible to pay off the city debt and asked why the Council would support the project to which Mayor pro tem Brown responded, "because we believe in the people".

Council Member Bortle agreed.

Council Member Brown stated that he respects Council Member Parrish's opinion and respects him for saying it aloud, but he is in support of this agreement.

Mayor Schuster stated that she hates the idea of the theatre being closed. She stated that it would be foolish not to let the project happen since every challenge has been met. She added that she agrees with Mayor pro Brown and believes in the people and their ability to make this successful.

Mr. Newton requests a motion to direct the ad hoc to begin the negotiations with the symphony to lay the framework to be able to move forward. Ayes: Bortle, Miller, Brown, Schuster, Noe: Parrish. Motion carried.

[Sierra Theater Business Plan 3.0.pdf](#)

A 15-minute recess was requested at 6:15pm.

Council reconvened in open session at 6:30pm.

9.E Consider discussion regarding local gas pricing.

Mr. Newton provided an explanation of the item and why it was being brought before the Council.

Council Member Parrish stated that he has heard about an agreement between the City and the Susanville Indian Rancheria regarding the gas pricing.

Mr. Newton stated that there is no written agreement that he is aware of although there may have been a gentlemen's agreement.

Council Member Parrish inquired about whether there is a special tax or some other tax that the city charges that makes it harder to make a profit in Susanville.

Mr. Newton responded with the taxes that are charged but added that it would not equate to the difference in the amounts charged in Susanville versus Chester or other locations.

Maria Fregulia, public, stated that with her coming from a trucking background, the difference of twenty-four miles from here to Westwood could result in a price difference.

Mayor Schuster, having some experience in the industry, provided an explanation of how fuel costs are calculated. She added, however, that she does feel that something is off, but the community does have a choice to go to Staub or to the casino for gas.

Council Member Parrish stated that he has heard that the gas stations in town are all owned by the same person therefore there is no competition, and they can charge what they want. He said he has been in the middle of nowhere that has cheaper gas than in Susanville. He continued that he wants nothing to do with price setting for a private business. He added that, as a council, they should not have anything to do with setting prices in town. However, he would offer to send a letter to the state like the County did, even if it did nothing.

Council Member Bortle stated that the only thing the city can do is streamline the process for others who may want to open their own gas station to compete with the current stations. He added that the upcoming truck station would offer some competition, and it has the potential to lower the prices in town. He stated that it is free market capitalization and the only thing the city can do is make the process of opening a business as un-cumbersome as possible.

Council Member Miller requested that staff reach out to the County to see if they received a response on the letter they sent.

5. BUSINESS FROM THE FLOOR:

Dan Peaz, LHS baseball coach, shared that they used a shed at Riverside Park for equipment that is no longer there as it was torn down. He added that there is funding available with the high school to put in a connex.

Mr. Newton stated that staff will reach out to discuss.

Shonda Smith, softball boosters, also requested consideration to let the new shed be placed at the park as well as checking the bathrooms more often during the season.

6. CONSENT CALENDAR:

Moved by Parrish; seconded by Bortle to approve.

Motion Carried: 5 - 0

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

Voting Against: None

6.A Minutes of the City Council February 19, 2025, regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the February 19, 2025, regular meeting.
[250219.cc.min.draft.pdf](#)

6.B Vendor and Payroll Warrants

Motion to receive and file.

[02-06-25.pdf](#)

[02-11-25.pdf](#)

[02-18-2025.pdf](#)

[2-13-2025.pdf](#)

6.C Consider **Resolution No. 25-6412**, approving and authorizing the modification to the Position Classification Schedule of the memorandum of understanding with the Administrative Bargaining Unit.

Motion to approve Resolution No. 25-6412, approving and authorizing the modification to the Position Classification Schedule of the memorandum of understanding with the Administrative Bargaining Unit.

[25-6412.pdf](#)

[2024.2027 ADMIN MOU Side Letter No. 2.pdf](#)

6.D Consider **Resolution No. 25-6413**, Supporting the Susanville Little League Opening Day Parade and authorizing the closure of River St. from Fairfield Dr. to the entrance of the Pat Murphy Little League Park, additional road closure of Fairfield Dr. from River St. to the Midtown South Alley on Fairfield Dr., on April 5, 2025, from 7:00 A.M. to 10:00 A.M.

Motion to approve Resolution No. 25-6413, Supporting the Susanville Little League Opening Day Parade and authorizing the closure of River St. from Fairfield Dr. to the entrance of the Pat Murphy Little League Park, additional road closure of Fairfield Dr. from River St. to the Midtown South Alley on Fairfield Dr., on April 5, 2025, from 7:00 A.M. to 10:00 A.M.

[25-6413.pdf](#)

[2025 Susanville Little League Parade Request.pdf](#)

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

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

9. **NEW BUSINESS:**

9.A Consider **Resolution No. 25-6414**, Accepting the City of Susanville's Audited Financial Statements for the Fiscal Year ending June 30, 2023

Chandra Jabbs, Finance Director, provided an explanation of the item and turned it over to Brett Van Lant to provide a presentation of the audit.

[Susanville Audit Conclusion Letter FY 2023.pdf](#)

[Susanville Internal Control Report FY 2023.pdf](#)

[Susanville Management Letter FY 2023.pdf](#)

[Susanville Financial Statements FY 2023.pdf](#)

[Susanville Appropriations Limit Report FY 2023.pdf](#)

[25-6414.pdf](#)

Motion to approve Resolution No.25-6414, accepting the City of Susanville's Audited Financial Statements for the Fiscal Year ending June 30, 2023.

Moved by Parrish; seconded by Bortle to approve.

Motion Carried: 5- 0

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

Voting Against: None

9.B Discussion regarding HdI Quarter 3 (July-Sept.) 2024 reports.

Tamra Spade, Economic Development Director, provided information related to the most current HdI reports for Council discussion.

[Susanville 3Q24 Newsletter.pdf](#)

[California Consensus Forecast 3Q 2024.pdf](#)

9.C Consider **Resolution No. 25-6415**, authorizing a budget amendment of \$9,500.00 to the 7401 fund and \$18,500.00 to the 7110 funds for the upgrade of the Public Works Department's Supervisory Control and Data Acquisition (SCADA) system and equipment. Further authorizes the Finance Director to make the necessary budget modifications to complete the work.

Bob Godman, Public Works Director, provided an explanation of the item and requested Council approval of Resolution No. 25-6415.

[25-6415.pdf](#)

Motion to approve Resolution No. 25-6415, authorizing a budget amendment of \$9,500.00 to the 7401 fund and \$18,500.00 to the 7110 funds for the upgrade of the Public Works Department's Supervisory Control and Data Acquisition (SCADA) system and equipment. Further authorizes the Finance Director to make the necessary budget modifications to complete the work.

Moved by Bortle; seconded by Parrish to approve.

Motion Carried: 5- 0

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

Voting Against: None

9.D Consider appointments to fill Planning Commission and Sales Tax Oversight Board

Heidi Whitlock, City Clerk, provided an explanation of the item and requested Council direction as to whether to appoint Maria Fregulia to a regular Planning Commission position and to the Susanville Tax Oversight Board (STOB).

[2025 Fregulia Planning Commission Perm Letter.pdf](#) [STOB M. Fregulia letter.pdf](#)

Motion to approve the appointment of Maria Fregulia to the Planning Commission and STOB Board

Moved by Parrish; seconded by Bortle to approve.

Motion Carried: 5- 0

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

Voting Against: None

~~9.E Consider discussion regarding local gas pricing Information item with possible direction to staff (Item moved to be heard preceding item 5)~~

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

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

12. **CONTINUING BUSINESS:** *(Moved to be heard after item 4).*
~~12.A Consider Sierra Theater Performing Arts Center Business Plan~~

13. **CITY MANAGER'S REPORTS:**
13.A Department Reports Information only.

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

14. **FUTURE COUNCIL ITEMS:**
14.A Future Council Items

Council Member Parrish requested that we look at the streaming services/microphones once again.
[250305.Future.Items.List.pdf](#)

15. **ADJOURNMENT:**
Moved by Bortle; seconded by Brown to adjourn at 7:32pm.
Motion Carried: 5 - 0
Voting For: Schuster, Brown, Bortle, Parrish, Miller
Voting Against: None

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Stefanie Steward, Finance

Action Date: March 19, 2025

SUBJECT: Vendor and payroll warrants

PRESENTED BY: Chandra Jabbs, Finance Director

SUMMARY: Warrants dated February 20, 2025 through March 5, 2025 numbered 223560-223626.

FISCAL IMPACT: Accounts payable vendor warrants totaling:\$645,890.81 plus \$245,936.15 in payroll warrants, for a total of \$891,826.96.

ACTION REQUESTED: Motion to receive and file

ATTACHMENTS:
[02-20-2025.pdf](#)
[02-27-2025.pdf](#)
[02-28-2025.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
02/25	02/20/2025	223560	21	AIRGAS USA LLC	GAS CHLORINE CYLINDERS	9157614157	1	7110-430-42-46	SUPPLIES-GENERAL	10,443.21	10,443.21
Total 9157614157:											
02/25	02/20/2025	223561	9432	ALL SEASON HEATING	#0076 WOODSMOKE REDUCTI	021425	1	8407-430-10-48	GRANTS	5,000.00	5,000.00
Total 021425:											
02/25	02/20/2025	223562	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	176586524U037	1	1009-421-10-44	DISPOSAL	241.44	241.44
Total 176586524U037:											
02/25	02/20/2025	223563	98	CALIFORNIA ASSOCIATI	DUES AND MEMBERSHIP 3/25-F	MARCH 2025 BILLING	1	7630-411-40-45	INSUR.FIRE SALARY PROTECTI	206.50	206.50
Total MARCH 2025 BILLING:											
02/25	02/20/2025	223564	11266		REFUND WATER DEPOSIT	10218800018.01	1	7110-2228-000	DEPOSITS-CUSTOMER	7.62	7.62
02/25	02/20/2025	223564	11266		REFUND GAS DEPOSIT	10218800018.01	2	7401-2228-000	DEPOSITS-CUSTOMER	139.53	139.53
Total 10218800018.01:											
02/25	02/20/2025	223565	161	CSK AUTO INC	AIR FILTER & OIL-GAS	2740-152616	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	163.48	163.48
Total 2740-152616:											
02/25	02/20/2025	223565	161	CSK AUTO INC	EXT DR HANDL- PW	2740-155229	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	45.69	45.69
Total 2740-155229:											
02/25	02/20/2025	223566	10670	CURRENT ELECTRIC & A	SECURITY SYSTEM MONITORI	051761	1	7620-430-10-43	TECHNICAL SVCS	40.00	40.00
Total 051761:											
02/25	02/20/2025	223567	10523	DOWN RANGE INVESTM	SUPPLIES-PW	738528	1	7620-430-10-46	SUPPLIES-SAFETY ITEMS	1,330.86	1,330.86

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 2/20/2025 - 2/20/2025Page: 2
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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 738528:											
02/25	02/20/2025	223567	10523	DOWN RANGE INVESTM	ROUND PATCH-PW	750391	1	7620-430-10-46	SUPPLIES-SAFETY ITEMS	733.94	733.94
Total 750391:											
02/25	02/20/2025	223568	1019	HONEY LAKE VALLEY RE	FISCAL YEAR 2024-2025-WATE	COS_2024-2025_0202	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	1,028.00	1,028.00
Total COS_2024-2025_0202:											
02/25	02/20/2025	223569	10995	INLAND SUPPLY CO INC	JANITORIAL SUPPLIES-PW	1097354	1	7620-430-10-46	SUPPLIES-JANITORIAL	129.90	129.90
Total 1097354:											
02/25	02/20/2025	223569	10995	INLAND SUPPLY CO INC	CREDIT-PW	1098472	1	7620-430-10-46	SUPPLIES-JANITORIAL	129.90-	129.90-
Total 1098472:											
02/25	02/20/2025	223569	10995	INLAND SUPPLY CO INC	LINER GRN-PW	1100779	1	7620-430-10-46	SUPPLIES-JANITORIAL	114.80	114.80
Total 1100779:											
02/25	02/20/2025	223570	1362	IRON MOUNTAIN INFO. M	POLICE DEPARTMENT SHREDD	KBVR831	1	1009-421-10-43	PROFESSIONAL SERVICES	129.27	129.27
Total KBVR831:											
02/25	02/20/2025	223571	9081		CA POST SHERMAN BLOCK SE	020425	1	1009-421-10-45	TRAINING	301.00	301.00
Total 020425:											
02/25	02/20/2025	223572	383	LASCO	PLAQUE-PARKS	4138	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	16.24	16.24
Total 4138:											
02/25	02/20/2025	223573	411	LASSEN MOTOR PARTS	OIL CAP O-RING - WATER	466004	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	77.88	77.88
Total 466004:											

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
02/25	02/20/2025	223574	10485	LEAF CAPITAL FUNDING	KYOCERA COPIER- PW	17847297	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	295.53	295.53
Total 17847297:											
02/25	02/20/2025	223574	10485	LEAF CAPITAL FUNDING	KYOCERA COPIER- PW	17864184	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	278.67	278.67
Total 17864184:											
02/25	02/20/2025	223575	425	LES SCHWAB TIRE CENT	TIRE REPAIRS-WATER	60400458840	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	2,627.46	2,627.46
Total 60400458840:											
02/25	02/20/2025	223576	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262__021025	1	1011-452-20-46	ELECTRICITY	36.73	36.73
Total 10262__021025:											
02/25	02/20/2025	223576	437	LMUD	STREET LIGHTS-STREETS	14039__021025	1	2007-431-60-46	ELECTRICITY	231.61	231.61
Total 14039__021025:											
02/25	02/20/2025	223576	437	LMUD	STREET LIGHTS-STREETS	14041__021025	1	2007-431-60-46	ELECTRICITY	4,559.40	4,559.40
Total 14041__021025:											
02/25	02/20/2025	223576	437	LMUD	S GAY ST-STREETS	24323__021025	1	2007-431-60-46	ELECTRICITY	49.77	49.77
Total 24323__021025:											
02/25	02/20/2025	223576	437	LMUD	STREET LIGHTS-STREETS	2467__021025	1	2007-431-60-46	ELECTRICITY	2,035.66	2,035.66
Total 2467__021025:											
02/25	02/20/2025	223576	437	LMUD	65 N WEATHERLOW ST- PARKS	2865__021025	1	1011-452-20-46	ELECTRICITY	73.32	73.32
Total 2865__021025:											
02/25	02/20/2025	223576	437	LMUD	65 N WEATHERLOW ST- PARKS	2867__021025	1	1011-452-20-46	ELECTRICITY	105.50	105.50

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CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 2/20/2025 - 2/20/2025Page: 4
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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 2867__021025:											
02/25	02/20/2025	223576	437	LMUD	N WEATHERLOW ST-TENNIS C	2870__021025	1	1011-452-20-46	ELECTRICITY	30.00	30.00
Total 2870__021025:											
02/25	02/20/2025	223576	437	LMUD	NORTH ST BASEBALL PARK- PA	2873__021025	1	1011-452-20-46	ELECTRICITY	200.76	200.76
Total 2873__021025:											
02/25	02/20/2025	223576	437	LMUD	SKYLINE DR WELL 4-WATER	29931__021025	1	7110-430-42-46	ELECTRICITY	528.69	528.69
Total 29931__021025:											
02/25	02/20/2025	223576	437	LMUD	SAN FRANCISCO ST- STREETS	416835__021025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416835__021025:											
02/25	02/20/2025	223576	437	LMUD	FIRST STREET & ALLEY LIGHTS	416848__021025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416848__021025:											
02/25	02/20/2025	223576	437	LMUD	LONG ALLEY & LOVELL ALLEY-	416860__021025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416860__021025:											
02/25	02/20/2025	223576	437	LMUD	INSPIRATION POINT- STREETS	416915__021025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416915__021025:											
02/25	02/20/2025	223576	437	LMUD	CAMPBELL ST- STREETS	416940__02102025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416940__02102025:											
02/25	02/20/2025	223576	437	LMUD	WASHO LN- STREETS	416959__021025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416959__021025:											

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Feb 20, 2025 01:05PM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
02/25	02/20/2025	223576	437	LMUD	130 N LASSEN STREET- STREE	416962_021025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 416962_021025:											
02/25	02/20/2025	223576	437	LMUD	MARTHA & ARNOLD STREET LI	421476_021025	1	2007-431-60-46	ELECTRICITY	39.39	39.39
Total 421476_021025:											
02/25	02/20/2025	223576	437	LMUD	130 N PINE ST- STREETS	425450_021025	1	2007-431-60-46	ELECTRICITY	19.69	19.69
Total 425450_021025:											
02/25	02/20/2025	223576	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511_021025	1	2007-431-60-46	ELECTRICITY	277.49	277.49
Total 43511_021025:											
02/25	02/20/2025	223576	437	LMUD	115 N WEATHERLOW ST-PARKS	43866_021025	1	1011-452-20-46	ELECTRICITY	72.27	72.27
Total 43866_021025:											
02/25	02/20/2025	223576	437	LMUD	N PINE & COOK - SCADA-WATE	44153_021025	1	7110-430-42-46	ELECTRICITY	30.00	30.00
Total 44153_021025:											
02/25	02/20/2025	223576	437	LMUD	GLENN & CHERRY TR - SCADA-	44298_021025	1	7110-430-42-46	ELECTRICITY	42.20	42.20
Total 44298_021025:											
02/25	02/20/2025	223576	437	LMUD	PAIUTE LN SCADA-WATER	44316_021025	1	7110-430-42-46	ELECTRICITY	38.41	38.41
Total 44316_021025:											
02/25	02/20/2025	223576	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542_021025	1	7110-430-42-46	ELECTRICITY	104.45	104.45
Total 45542_021025:											
02/25	02/20/2025	223576	437	LMUD	WELL #3-WATER	4559_021025	1	7110-430-42-46	ELECTRICITY	951.58	951.58

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Total 4559_021025:											
02/25	02/20/2025	223576	437	LMUD	QUARRY ST LIGHTS-STREETS	49500_021025	1	2007-431-60-46	ELECTRICITY	951.58	951.58
Total 49500_021025:											
02/25	02/20/2025	223576	437	LMUD	MAIN & FOSS SIGNAL LIGHT-SB	49501_021025	1	2005-431-20-46	SAFETY LIGHTING	222.34	222.34
Total 49501_021025:											
02/25	02/20/2025	223576	437	LMUD	606 NEVADA STREET- PW	58209_021025	1	7620-430-10-46	ELECTRICITY	111.81	111.81
Total 58209_021025:											
02/25	02/20/2025	223576	437	LMUD	1801 MAIN ST POLICE STATION	8314_012525	1	1009-421-10-46	ELECTRICITY	1,115.15	1,115.15
Total 8314_012525:											
02/25	02/20/2025	223576	437	LMUD	NORTH ST PARK LIGHTS-PARK	9283_021025	1	1011-452-20-46	ELECTRICITY	731.18	731.18
Total 9283_021025:											
02/25	02/20/2025	223576	437	LMUD	MAIN ST & PINE ST-SB1 SAFET	94811_021025	1	2005-431-20-46	SAFETY LIGHTING	30.00	30.00
Total 94811_021025:											
02/25	02/20/2025	223577	11035		COMPANY OFFICER 2A- MEAD	01162025	1	1010-422-10-45	TRAVEL	387.00	387.00
Total 01162025:											
02/25	02/20/2025	223578	528	NST ENGINEERING INC	PAIUTE LN SURVEY	20350	1	2005-431-20-43	PROFESSIONAL SVCS	3,190.00	3,190.00
Total 20350:											
02/25	02/20/2025	223579	9133	OWEN EQUIPMENT SALE	BELT SPLICE HDW - STREETS	00066194	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	79.45	79.45
Total 00066194:											

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02/25	02/20/2025	223580	539	PACE ENGINEERING INC	HVAC ENGINEERING PROJECT/	52214	1	2004-422-10-47	BUILDINGS	11,147.25	11,147.25
Total 52214:											
02/25	02/20/2025	223581	546	PAYLESS BUILDING SUP	SUPPLIES-GAS	293184	1	7401-430-62-44	REPAIR AND MAINTENANCE-FA	63.13	63.13
Total 293184:											
02/25	02/20/2025	223582	563	POULSEN WELDING SHO	FABRICATE RAMPS FOR TRAIL	4121	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENANCE	1,732.00	1,732.00
Total 4121:											
02/25	02/20/2025	223583	11319		REIMBURSEMENT FOR EMR LI	696175	1	1010-422-10-43	VOLUNTEERS	60.48	60.48
Total 696175:											
02/25	02/20/2025	223584	1296	RENTAL GUYS	PUMP RENTAL-WATER	1026536-5	1	7110-430-42-44	RENT & LEASES EQUIP & VEHI	464.33	464.33
Total 1026536-5:											
02/25	02/20/2025	223585	8673	S.T. RHOADES CONSTRU	SUSANVILLE SOUTHEAST GAT	021125	1	2007-431-38-44	CONSTRUCTION SERVICES	360,138.59	360,138.59
02/25	02/20/2025	223585	8673	S.T. RHOADES CONSTRU	PROJECT NO. 02-5116-3492	021125	2	2007-2206-000	RETAINAGE PAYABLE	18,006.93-	18,006.93-
Total 021125:											
02/25	02/20/2025	223586	1379	SENSIT TECHNOLOGIES	SUPPLIES- GAS	SPI-1005764	1	7401-430-62-46	SUPPLIES-GENERAL	202.66	202.66
Total SPI-1005764:											
02/25	02/20/2025	223587	76	SUSANVILLE ACE HARD	HILLMAN FASTENERS- PARKS	531771	1	1011-452-20-44	FACILITY - REPAIR & MAINTENANCE	4.33	4.33
Total 531771:											
02/25	02/20/2025	223587	76	SUSANVILLE ACE HARD	HOSE- WATER	531811	1	7110-430-42-46	SUPPLIES-GENERAL	9.73	9.73
Total 531811:											
02/25	02/20/2025	223588	1141	THOMPSON GARAGE DO	SERVICED DOOR-PW	10286	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	600.00	600.00

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Total 10286:											
02/25	02/20/2025	223589	712	TNS TRUCKING CO	BASE ROCK-WATER	6384	1	7110-430-42-46	SUPPLIES-GENERAL	677.30	677.30
02/25	02/20/2025	223589	712	TNS TRUCKING CO	TRANSFER BASE ROCK-GAS	6384	2	7401-430-62-46	SUPPLIES-GENERAL	677.31	677.31
02/25	02/20/2025	223589	712	TNS TRUCKING CO	TRANSFER BASE ROCK-STREE	6384	3	2005-431-20-46	SUPPLIES-GENERAL	246.15	246.15
Total 6384:											
02/25	02/20/2025	223590	770	WESTERN NEVADA SUP	WALL FCT- PW	61552872	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	403.87	403.87
Total 61552872:											
02/25	02/20/2025	223591	1198	WESTWOOD SANITATIO	PORTABLE TOILET- PARKS	178779	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	109.39	109.39
Total 178779:											
Grand Totals:											
										397,261.16	397,261.16

Report Criteria:

Report type: GL detail

Check.Voided = False

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
02/25	02/27/2025	223592	11055	1582 MEDICAL CORPORA	SPIRO RESPIRATORY TESTING	853	1	1010-422-10-43	PROFESSIONAL SVCS	875.00	875.00
02/25	02/27/2025	223592	11055	1582 MEDICAL CORPORA	SPIRO RESPIRATORY TESTING	853	2	1010-422-10-43	VOLUNTEERS	1,157.76	1,157.76
Total 853:											
02/25	02/27/2025	223593	9432	ALL SEASON HEATING	#0077 WOODSMOKE REDUCTI	02212025	1	8407-430-10-48	GRANTS	3,750.00	3,750.00
02/25	02/27/2025	223593	9432	ALL SEASON HEATING	#0083 WOODSMOKE REDUCTI	02212025	2	8407-430-10-48	GRANTS	2,500.00	2,500.00
02/25	02/27/2025	223593	9432	ALL SEASON HEATING	#0069 WOODSMOKE REDUCTI	02212025	3	8407-430-10-48	GRANTS	5,000.00	5,000.00
Total 02212025:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-WATER	LREN2001201	1	7110-430-42-44	LINEN SERVICE	74.87	74.87
Total LREN2001201:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-STREETS	LREN2001202	1	2007-431-20-44	LINEN SERVICE	66.40	66.40
Total LREN2001202:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-PW	LREN2001203	1	7620-430-10-44	LINEN SERVICE	37.59	37.59
Total LREN2001203:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-PARKS	LREN2001204	1	1011-452-20-44	LINEN SERVICES	44.54	44.54
Total LREN2001204:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-GAS	LREN2001205	1	7401-430-62-44	LINEN SERVICES	111.60	111.60
Total LREN2001205:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-PW	LREN2001206	1	7620-430-10-44	LINEN SERVICE	185.33	185.33
Total LREN2001206:											

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02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-WATER	LREN2002888	1	7110-430-42-44	LINEN SERVICE	125.17	125.17
Total LREN2002888:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-STREETS	LREN2002889	1	2007-431-20-44	LINEN SERVICE	125.17	125.17
Total LREN2002889:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-PW	LREN2002890	1	7620-430-10-44	LINEN SERVICE	37.59	37.59
Total LREN2002890:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-PARKS	LREN2002891	1	1011-452-20-44	LINEN SERVICES	44.54	44.54
Total LREN2002891:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-GAS	LREN2002893	1	7401-430-62-44	LINEN SERVICES	103.60	103.60
Total LREN2002893:											
02/25	02/27/2025	223594	10981	ALSCO INC	UNIFORMS-PW	LREN2002894	1	7620-430-10-44	LINEN SERVICE	185.33	185.33
Total LREN2002894:											
02/25	02/27/2025	223621	10390	AUTOZONE PARTS INC	WIPER BLADES-GAS	04015587782	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	51.94	51.94
Total 04015587782:											
02/25	02/27/2025	223595	161	CSK AUTO INC	ALTERNATOR- GAS	2740-154470	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	126.22	126.22
Total 2740-154470:											
02/25	02/27/2025	223595	161	CSK AUTO INC	WIPER BLADES-SNOW	2740-155067	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	13.77	13.77
Total 2740-155067:											
02/25	02/27/2025	223595	161	CSK AUTO INC	TL RETNR LIT- STREETS SB1	2740-155335	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	15.28	15.28

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Total 2740-155335:											
02/25	02/27/2025	223595	161	CSK AUTO INC	CORE RETURN-GAS	2740-155430	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	51.23-	51.23-
Total 2740-155430:											
02/25	02/27/2025	223595	161	CSK AUTO INC	MECHANIC WIRE-SNOW	2740-156488	1	2006-431-25-46	SUPPLIE - GENERAL	19.92	19.92
Total 2740-156488:											
02/25	02/27/2025	223596	10670	CURRENT ELECTRIC & A	CODE CHARGE-PW	051995	1	7620-430-10-43	TECHNICAL SVCS	45.00	45.00
Total 051995:											
02/25	02/27/2025	223596	10670	CURRENT ELECTRIC & A	ANNUAL FIRE TEST- CITYHALL	051996	1	1000-417-10-43	TECHNICAL SVCS	330.00	330.00
Total 051996:											
02/25	02/27/2025	223597	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	020825	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	144.00	144.00
Total 020825:											
02/25	02/27/2025	223598	219	ED STAUB & SONS PETR	170 GAL PROPANE-GC	11720898	1	7530-451-50-46	PROPANE	440.07	440.07
Total 11720898:											
02/25	02/27/2025	223599	265	FRONTIER	251-0015-PD	0015 020825	1	1009-421-10-45	COMMUNICATIONS	264.01	264.01
Total 0015 020825:											
02/25	02/27/2025	223599	265	FRONTIER	257-1033-PARKS	1033 020525	1	1011-452-20-45	COMMUNICATIONS	193.49	193.49
Total 1033 020525:											
02/25	02/27/2025	223599	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 020525	1	1000-417-10-45	COMMUNICATIONS	132.37	132.37
Total 2960 020525:											

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02/25	02/27/2025	223599	265	FRONTIER	257-3292 MUSEUM	3292 021025	1	1011-451-80-45	COMMUNICATION	132.37	132.37
Total 3292 021025:											
02/25	02/27/2025	223600	411	LASSEN MOTOR PARTS	CAP SCRW-CITYHALL	466085	1	1000-417-10-44	VEHICLE - REPAIR & MAINTENA	19.83	19.83
Total 466085:											
02/25	02/27/2025	223601	412	LASSEN REGIONAL SOLI	GREEN WASTE-STREETS SB1	327965	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	1.00	1.00
Total 327965:											
02/25	02/27/2025	223601	412	LASSEN REGIONAL SOLI	GREEN WASTE-STREETS SB1	329183	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	1.98	1.98
Total 329183:											
02/25	02/27/2025	223601	412	LASSEN REGIONAL SOLI	GREEN WASTE-PARKS	329199	1	1011-452-20-44	DISPOSAL	46.67	46.67
Total 329199:											
02/25	02/27/2025	223601	412	LASSEN REGIONAL SOLI	GREEN WASTE-STREETS SB1	338577	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	9.99	9.99
Total 338577:											
02/25	02/27/2025	223601	412	LASSEN REGIONAL SOLI	GREEN WASTE-STREETS SB1	339267 011425	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	1.00	1.00
Total 339267 011425:											
02/25	02/27/2025	223601	412	LASSEN REGIONAL SOLI	GREEN WASTE-STREETS SB1	339330	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	2.97	2.97
Total 339330:											
02/25	02/27/2025	223602	11320		REFUND GAS DEPOSIT	10411840004	1	7401-2228-000	DEPOSITS-CUSTOMER	48.50	48.50
Total 10411840004:											
02/25	02/27/2025	223603	11322	LLC PLANET HOME LEND	REFUND GAS DEPOSIT	10410190002	1	7401-2228-000	DEPOSITS-CUSTOMER	143.85	143.85

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Total 104101900002:											
02/25	02/27/2025	223604	437	LMUD	66 N LASSEN ST-CITY HALL	2466 021025	1	1000-417-10-46	ELECTRICITY	143.85	143.85
Total 2466 021025:											
02/25	02/27/2025	223604	437	LMUD	HARRIS DR & HWY 36-WATER	30658 021025	1	7110-430-42-46	ELECTRICITY	248.71	248.71
Total 30658 021025:											
02/25	02/27/2025	223604	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 021025	1	7112-430-42-46	ELECTRICITY	333.67	333.67
Total 350161 021025:											
02/25	02/27/2025	223604	437	LMUD	1801 MAIN ST POLICE STATION	8314 021425	1	1009-421-10-46	ELECTRICITY	1,115.15	1,115.15
Total 8314 021425:											
02/25	02/27/2025	223604	437	LMUD	GEO PUMP #1	9297 021025	1	7301-430-52-46	ELECTRICITY	2,183.47	2,183.47
Total 9297 021025:											
02/25	02/27/2025	223605	11321		REFUND WATER DEPOSIT	105006000005	1	7110-2228-000	DEPOSITS-CUSTOMER	6.03	6.03
Total 105006000005:											
02/25	02/27/2025	223606	11324		CA POST DUI DETECTIVION RE	020425	1	2045-421-23-45	TRAVEL	170.00	170.00
Total 020425:											
02/25	02/27/2025	223607	546	PAYLESS BUILDING SUP	BTR DOUG FIR-SNOW	293356	1	2006-431-25-46	SUPPLIE - GENERAL	37.54	37.54
Total 293356:											
02/25	02/27/2025	223608	1562	R.E.Y ENGINEERS INC	PROFESSIONAL SERVICES RE	26741	1	2007-431-39-43	PROFESSIONAL SERVICES	15,100.38	15,100.38
Total 26741:											

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02/25	02/27/2025	223608	1562	R.E.Y ENGINEERS INC	PROFESSIONAL SERVICES RE	26886	1	2007-431-39-43	PROFESSIONAL SERVICES	28,194.48	28,194.48
Total 26886:											
02/25	02/27/2025	223608	1562	R.E.Y ENGINEERS INC	PROFESSIONAL SERVICES RE	27005	1	2007-431-39-43	PROFESSIONAL SERVICES	28,194.48	28,194.48
Total 27005:											
02/25	02/27/2025	223608	1562	R.E.Y ENGINEERS INC	PROFESSIONAL SERVICES RE	27119	1	2007-431-39-43	PROFESSIONAL SERVICES	29,737.83	29,737.83
Total 27119:											
02/25	02/27/2025	223608	1562	R.E.Y ENGINEERS INC	PROFESSIONAL SERVICES RE	27217	1	2007-431-39-43	PROFESSIONAL SERVICES	10,208.50	10,208.50
Total 27217:											
02/25	02/27/2025	223609	1296	RENTAL GUYS	CHIPPER BRUSH-STREETS SB	1027399-5	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	699.68	699.68
Total 1027399-5:											
02/25	02/27/2025	223610	11325	SALVATION ARMY	REFUND GAS DEPOSIT-JOYCE	10324101308	1	7401-2228-000	DEPOSITS-CUSTOMER	194.53	194.53
Total 10324101308:											
02/25	02/27/2025	223611	194	STEVE PHILLIPS	BRIGGS, TECUMSEH, HONDA/P	20661	1	1010-422-10-46	SUPPLIES- SMALL TOOLS	21.60	21.60
Total 20661:											
02/25	02/27/2025	223612	76	SUSANVILLE ACE HARD	ROLLER FRAMES- STREETS S	531629	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	14.20	14.20
Total 531629:											
02/25	02/27/2025	223612	76	SUSANVILLE ACE HARD	HILLMAN FASTENERS-GAS	531954	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	6.73	6.73
Total 531954:											
02/25	02/27/2025	223613	10822	SUSANVILLE TOWING	BRAKE INSPECTION/PADS/ROT	59438	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	765.43	765.43

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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 59438:											
02/25	02/27/2025	223614	11318		FARMER HEAVY DUTY LOW EM	021925	1	8404-430-13-48	GRANTS	83,960.00	83,960.00
Total 021925:											
02/25	02/27/2025	223615	11212	TNS READY MIX INC	CON SAND- WATER	337	1	7110-430-42-46	SUPPLIES-GENERAL	918.06	918.06
Total 337:											
02/25	02/27/2025	223616	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PD	1067	1	1009-421-10-44	CUSTODIAL	600.00	600.00
Total 1067:											
02/25	02/27/2025	223617	749	VERIZON WIRELESS	CELLULAR PHONES - PD	6104821585	1	1009-421-10-45	COMMUNICATIONS	1,215.79	1,215.79
Total 6104821585:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	COMP CTS X MIP ADPT-WATER	11617153	1	7110-430-42-46	SUPPLIES-GENERAL	166.46	166.46
Total 11617153:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	STFNR SS PE CTS PB CTS-WAT	11617597	1	7110-430-42-46	SUPPLIES-GENERAL	12.41	12.41
Total 11617597:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	GLOV LARGE BLUE-GAS	61580309	1	7401-430-62-46	SUPPLIES-GENERAL	33.34	33.34
Total 61580309:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	BLK STL NIP- WATER	61580940	1	7110-430-42-46	SUPPLIES-GENERAL	506.66	506.66
Total 61580940:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	ELKA-PARKS	61585821	1	1011-452-21-44	FACILITY - REPAIR & MAINTENA	83.26	83.26
Total 61585821:											

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
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	RUST YELLOW INV MARKING-G	61601306	1	7401-430-62-46	SUPPLIES-GENERAL	620.75	620.75
Total 61601306:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	ELL IMPORT-PARKS	61617088	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	17.71	17.71
Total 61617088:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	SCREWDRIVER-GAS	61617677	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	44.31	44.31
Total 61617677:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	TEFLON TAPE-PARKS	61618325	1	1011-452-20-46	SUPPLIES-GENERAL	4.38	4.38
Total 61618325:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	SMBL 226 8.54-8.94 X 12 1/2 - W	61621488	1	7110-430-42-46	SUPPLIES-GENERAL	243.30	243.30
Total 61621488:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	WINDSHIELD FLUID-PARKS	61623991	1	1011-452-20-46	SUPPLIES-GENERAL	6.31	6.31
Total 61623991:											
02/25	02/27/2025	223618	770	WESTERN NEVADA SUP	DUAL CHK VLV-WATER	61627904	1	7110-430-42-46	SUPPLIES-GENERAL	78.49	78.49
Total 61627904:											
02/25	02/27/2025	223619	11214	WING TRUCKING	TRUCKING COLD MIX-STREET	12092024	1	2005-431-20-46	SUPPLIES-GENERAL	633.33	633.33
02/25	02/27/2025	223619	11214	WING TRUCKING	TRUCKING COLD MIX-WATER	12092024	2	7110-430-42-46	SUPPLIES-GENERAL	633.33	633.33
02/25	02/27/2025	223619	11214	WING TRUCKING	TRUCKING COLD MIX-GAS	12092024	3	7401-430-62-46	SUPPLIES-GENERAL	633.34	633.34
Total 12092024:											
02/25	02/27/2025	223620	10968		DO 1C-AERIAL FRESNO, CA 3/9-	1/28/2025	1	1010-422-10-45	TRAVEL	473.00	473.00
Total 1/28/2025:											
										473.00	473.00

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Page: 1

Check Issue Dates: 2/28/2025 - 2/28/2025

Feb 28, 2025 01:10PM

Report Criteria:

Report type: GL detail

Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
02/25	02/28/2025	223622	728	U.S. POSTMASTER	UB BILLING GAS	02282025	1	7401-430-62-46	POSTAGE	297.56	297.56
02/25	02/28/2025	223622	728	U.S. POSTMASTER	UB BILLING WATER	02282025	2	7110-430-42-46	POSTAGE	577.61	577.61
Total 02282025:										875.17	875.17
Grand Totals:										875.17	875.17

M = Manual Check, V = Void Check

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By:	Jolene Arredondo, Administrative Services
Action Date:	March 19, 2025
SUBJECT:	Consider co-sponsorship of the 35th Annual Junior Fishing Derby to be held on Saturday, May 17, 2025
PRESENTED BY:	Dan Newton, City Manager
SUMMARY:	The Lassen Sportsmen’s Club is hosting the 36th Annual Junior Fishing Derby at Memorial Park and on the Susan River on Saturday, May 17, 2025. The event draws around 500 children/youth ages 2 to 15 each year. The Lassen Sportsmen’s Club is requesting the City of Susanville co-sponsorship for the Junior Fishing Derby. As part of that sponsorship, Lassen Sportsmen's Club is requesting: • Use of civic contribution in the amount of \$2,000 for the purchase of fish (23/24 FY and 24/25 FY contribution) • Insurance coverage for the event • Use of Memorial Park and Bandstand for event - fee waived • Usage of Power Panel - fee waived • Printing of the Derby entry forms
FISCAL IMPACT:	\$212 unearned revenue (waived fees), event insurance of \$350, expenditure of \$2,000 of civic contribution funds, and estimated \$250 for cost of printing entry forms
ACTION REQUESTED:	Motion to approve co-sponsorship of the 35th Annual Junior Fishing Derby to be held on May 17, 2025 at Memorial Park; waive power panel and park rental fee; provide insurance for the event; and expend \$2,000 civic contribution to Lassen Sportsmen's Club for the purchase of fish.
ATTACHMENTS:	2025 Fishing Derby.pdf



Lassen Sportsmens Club

259 Maple Street • Susanville, CA 96130

January 25, 2025

Susanville City Council
Attn: Dan Newton, City Administrator
66 N Lassen Street
Susanville, CA 96130

Dear Mr. Newton:

The Lassen Sportsmens Club will be holding its 36th Annual Junior Fishing Derby on Saturday, May 17, 2025 at Memorial Park and on the Susan River. The derby is the only one sanctioned by the California Fish & Wildlife Department to operate outside the normal fishing season.

We would like to again invite you and the County of Lassen to officially co-sponsor this event, along with the S.I.R. Tribal Business Council. As part of that sponsorship, we would request the following items be provided from the City:

- Donation of \$1,000 for the purchase of fish
- Insurance coverage for the event
- Use of Memorial Park and Bandstand for event – fee waived
- Usage of Power panel – fee waived
- Printing of the Derby entry forms

Our event budget is \$8,500, with the purchase of approximately one thousand pounds of fish accounting for \$7,000 of that amount.

The past few years we have averaged around 500 youngsters, ages 2 to 15, which participate in this event. Over the past 30+ years we have had more than 16,000 young people locally and from Northern California develop the love of fishing. We are starting to see the grand children of some of our earliest participants now taking part in the Junior Fishing Derby.

For tax purposes, the Taxpayer ID Number (TIN) for the club is 81-1970187. The Lassen Sportsmens Club is a 501(c)(3) non-profit organization.

If you have any further questions, please contact our club president, Wade Workman at (530) 310-0151 or the club treasurer, Carla Dieter at (530) 251-6240.

Thank you for the long term support the city has given this event over the past 36 years and for your consideration.

Sincerely,

WADE WORKMAN, President
Lassen Sportsmens Club

Dan-

Our records show that we did not receive a check from the City for the 2024 event. Thanks

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: March 19, 2025

SUBJECT: Discussion regarding Citywide Strategic Planning

PRESENTED BY: Dan Newton, City Manager

SUMMARY: On January 15, 2024, City staff introduced a strategic planning approach that will provide a solid foundation for implementation. Council directed staff to develop a new mission statement for consideration that accomplishes two things:

1. The mission statement should express the identity and purpose of our organization.
2. The mission statement should convey the message as to why we exist.

Staff will provide an update on the mission statement development at the meeting for discussion.

Background:

Strategic planning is a way to help an organization succeed by making sure plans, resources, and results match what the community needs. The City of Susanville offers many services, from public safety to parks and recreation, but sometimes it tries to do more than it has the resources to handle. This is why it is important to decide what is most necessary and focus on that.

Planning starts with figuring out what services the City should provide and creating a mission and vision. The mission explains what the City stands for, and the vision describes its hopes for the future. The statements help the City Council and staff set clear goals and make decisions. A good strategic plan ensures that projects are chosen because they fit these goals and can be done well with the resources available.

Warren Buffet once said, “The difference between successful people and really successful people is that really successful people say no to almost everything.” A strong plan helps City leaders know when to say yes to an idea and when to say no, so they can focus on what matters most.

Good strategic planning helps leaders make better decisions, use resources wisely, stay accountable, and create positive results for the community. Input from residents will help ensure the creation of strong mission and vision statements and set clear goals.

By using a clear strategic planning process, the City of Susanville can manage its services better, reach its goals, and improve life for residents and visitors.

Staff is proposing to start the strategic planning process by discussing the City's mission statement, explaining its importance and purpose, and sharing examples from other cities. The City Council's input will guide staff as they develop draft mission and vision statements to present for Council consideration. Once the mission and vision statements are established, the City will begin setting goals and objectives. This will likely involve multiple drafts and revisions. While the process may be clunky and require discussions at multiple meetings, it will allow for growth and help refine our goals and objectives.

Toward the end of the process, we may identify a need to bring in a consultant to evaluate our resource capacity for project implementation. This information will be critical for the City to establish its priorities and select projects to implement.

FISCAL IMPACT:

None at this time.

ACTION REQUESTED:

Provide direction to staff

ATTACHMENTS:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: March 19, 2025

SUBJECT: Consider Planning Commission Moratorium

PRESENTED BY: Margaret Long, City Attorney

SUMMARY:

Pursuant to Government Code section 65100, "The legislative body of each city and county shall by ordinance assign the functions of the planning agency to a planning department, one or more planning commissions, administrative bodies or hearing officers, the legislative body itself, or any combination thereof, as it deems appropriate and necessary. In the absence of an assignment, the legislative body shall carry out all the functions of the planning agency."

In Susanville, the Planning Commission has been established by ordinance to be five members and two alternates who are residents and registered voters of the City. SMC 2.36.020-030. These positions are filled by a majority vote of the Council, and are compensated a salary of \$75 per month.

The functions of the Planning Commission are established by state law and include:

1. Prepare, periodically review, and revise as necessary, the general plan;
2. Implement the general plan through actions including, but not limited to, the administration of specific plans and zoning and subdivision ordinances;
3. Annually review the capital improvement program of the city and the local public works projects of other local agencies for their consistency with the general plan, pursuant to Government Code section 65400 et seq.;
4. Endeavor to promote public interest in, comment on, and understanding of, the general plan, and regulations relating to it;

5. Consult and advise with public officials and agencies, public utility companies, civic, educational, professional, and other organizations generally concerning implementation of the general plan;
6. Promote the coordination of local plans and programs with the plans and programs of other public agencies;
7. Perform all functions of a board of zoning adjustment that have not been otherwise delegated to the zoning administrator in the city zoning ordinance;
8. Perform other functions as the legislative body provides from time to time, including conducting studies and preparing plans other than those required or authorized by this title;
9. Develop and publish procedural rules for conduct at hearings, pursuant to Government Code Section 65804.

The question before Council to discuss, is whether the Council wants to continue to have a separate group of citizens sit as the Planning Commission or if they want to allow City Council to sit as the Planning Commission.

Pros for having a separate Planning Commission:

- **Dedicated Expertise and Focus:** A separate commission allows for a dedicated focus on planning and development issues, potentially leading to more in-depth analysis and informed decisions.
- **Community Input and Representation:** Planning commissions can serve as a platform for community input and representation, ensuring that the needs and concerns of residents are considered in development decisions.
- **Long-Term Vision:** A separate commission can help develop a long-term vision for the community, ensuring that development aligns with the overall goals and needs of the area.
- **Independent Review:** The commission can provide an independent review of development proposals, ensuring that they meet the standards and policies of the community.
- **Specialized Knowledge:** Commission members can bring specialized knowledge and skills to the planning process, such as expertise in urban design, environmental planning, or transportation planning.
- **Citizen Involvement:** Serving on a planning commission allows citizens to contribute to the future vision and direction of their community, fostering civic engagement.

Cons:

- Potential for Conflict: A separate commission can lead to potential conflicts with the main governing body, especially if the commission's recommendations are not aligned with the governing body's priorities.
- Increased Complexity: Having a separate commission can add complexity to the decision-making process, potentially leading to delays and inefficiencies.
- Duplication of Effort: There is a risk of duplication of effort between the planning commission and the main governing body, if their roles and responsibilities are not clearly defined.
- Lack of Accountability: Some argue that planning commissions can be less accountable to the public than the main governing body, as they are not directly elected.
- Time Commitment: Serving on a planning commission can be a significant time commitment, which can be a barrier for some potential members and make the positions hard to fill.

FISCAL IMPACT: \$375/month, \$4,500 annually

ACTION REQUESTED: Direction to staff

ATTACHMENTS:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, City Clerk

Action Date: March 19, 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: March 19, 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:
[250319.Future.Items.List.pdf](#)

LAST THREE MONTHS (12/19/2024 to current)

BUSINESS FROM THE FLOOR

7/16/2024	Consider doing away with the Planning Commission and have the planning department handle the duties - IN PROGRESS
1/15/2025	Consider creation of advisory committee to assist with economic development efforts.
2/19/2025	Consider an upgrade to the city's livestreaming software/hardware and possible partnerships with other agencies.
3/5/2025	Request to allow a conex box to be placed at Riverside Park for team equipment

Council requested - FUTURE COUNCIL ITEMS

2/19/2025	Request to add three additional positions to the Public Works Department as well as a list of vacancies within that department
2/19/2025	Request to provide a report on the status of Susanville's fire hydrants due to the recent fires in Southern CA.
3/5/2025	Request to bring back discussion item regarding council chamber sound system

Completed List Items