
City of Susanville
66 N. Lassen Street • Susanville CA
Mendy Schuster, Mayor
Dawn Miller, Mayor pro tem
Curtis Bortle • Patrick Parrish • Gerry Hibbitts

Susanville City Council
Regular Council Meeting • City Council Chambers
Wednesday, August 5, 2026 – 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 City Council at this time upon any subject for discussion during Closed Session.
 - A. Conference with Legal Counsel — Anticipated Litigation — pursuant to Government Code §54956.9(e)(1)
 1. One case
 - B. Public Employment - pursuant to Government Code §54957
 1. Public Safety Chief
 2. City Manager Recruitment
 3. Acting City Manager - Evaluation
4. **Return to Open Session:** (recess if necessary)
 - Reconvene in open session at 5:00 PM
 - Pledge of Allegiance
 - Invocation
 - Report any changes to agenda
 - Report any action out of Closed Session
 - Awards or Presentations by the City Council
5. **Business from the Floor:** Any person may address the City 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 July 15, 2026 regular meeting.
 - 6.B. Vendor and Payroll Warrants

7. Public Hearings - No business:

8. Council Discussion/Announcements:

9. New Business:

9.A.

Consider **Resolution No. 26-6560**, Authorizing the mayor to execute a Lease Agreement through Leaf Capital Funding, LLC for three Kyocera multifunction copiers and enter into a Maintenance Agreement with Forest Office Equipment

9.B.

Consider **Resolution No. 26-6561**, Authorizing the Mayor to execute a Lease Agreement through FP Finance for a folding machine

9.C.

Consider purchase of Hangar 39 at the Susanville Municipal Airport

9.D.

Consider **Resolution No. 26-6563**, amending Resolution No. 25-6445, authorizing the City Manager (including Interim and Acting City Manager) to approve and execute all documents related to City Insurance policies within the budgeted amounts.

10. Planning Commission :

11. Susanville Community Redevelopment Agency- No business:

12. Susanville Municipal Energy Corporation - No business:

13. Continuing Business:

13.A.

Discussion Regarding Emergency Work Associated with the Failure of the Variable Frequency Drive (VFD) at Well 3 on Johnstonville Road

13.B.

Memorial Park Grandstand Fire Restoration Update

13.C.

Discussion and possible approval of Resolution No. 26-6557, amending the City Council Committee List

14. City Manager's Reports:

15. Future Council Items:

15.A.

Future Council Items

16. Adjournment:

- **The next regular meeting of the Susanville City Council will be held on August 19, 2026 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.gov, unless there were systems problems posting to the website.

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

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for August 5, 2026 in the areas designated on July 30, 2026.

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: August 5, 2026

Subject: Minutes of the City Council July 15, 2026 regular meeting.

Presented By: Heidi Whitlock, City Clerk

Summary: Attached for the Council's approval are minutes of the July 15, 2026 regular meeting.

Fiscal Impact: None.

Action Requested: Motion to receive and file the minutes of the July 15, 2026 regular meeting.

Attachments:

- 1. 2026.07.15.cc.min

Susanville City Council
Regular Council Meeting Minutes
Wednesday, July 15, 2026 – 4:30 PM

Mayor Schuster called the meeting to order at 4:30PM.
Council Members in attendance: Parrish, Miller, Schuster, & Hibbitts.
Absent: Bortle

1. Approval of Agenda: (Additions and/or Deletions)

MOVER:	Mayor Pro Tem Dawn Miller
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

2. Public Comment Regarding Closed Session Items (if any): No comments offered.

The Council convened in closed session at 4:30PM to discuss the items below.

A. Public Employment - pursuant to Government Code §54957

1. Public Safety Chief
2. City Manager Recruitment
3. Acting City Manager - Evaluation

4. Return to Open Session: (recess if necessary)

Curtis Bortle arrives for open session at 5:00 PM

- Reconvene in open session at 5:00 PM
- Pledge of Allegiance
- Invocation
- Report any changes to agenda

Chandra Jabbs, Acting City Manager, stated that prior to convening in closed session, the council approved the agenda as presented.

- Report any action out of Closed Session

Ms. Jabbs stated that Council convened in closed to discuss the above-mentioned items. She continued that no reportable action was taken but direction was provided to staff.

- Awards or Presentations by the City Council

5. Business from the Floor:

Danielle Routier, public member, addressed the Council regarding the property known as 17 Orange Street. She requested the fees be waived or partially waived in order to be able to sell the property.

Pat Holley, public member, addressed the Council regarding the many calls that have had to be made regarding the actions of one of his neighbors.

No less than three additional public members, also voiced their concerns with the activities that occur at 1409 Fourth Street.

- 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.

MOVER:	Mayor Pro Tem Dawn Miller
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

- 6.A. Minutes of the City Council June 26th and July 1st special meetings and the July 1, 2026 regular meeting.
- 6.B. Vendor and Payroll Warrants
- 6.C. Consider **Resolution No. 26-6556**, approving and authorizing the fourth 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:

Council Member Bortle offered a Land Acknowledgement Statement.

9. New Business:

- 9.A. Consider **Resolution No. 26-6557**, amending the Susanville City Council Committee List

Heidi Whitlock, City Clerk, provided an explanation of the item and requested Council approval of Resolution No. 26-6557.

Council Member Bortle, declined any appointments at this time, stating that he did not agree

with the appointment process and that the committees were not serving his constituents.

Council Member Parrish requested an explanation from Council Member Bortle to which he responded that he did not wish to discuss further at this time.

Mayor Schuster stated that she is not aware if he can decline, to which Kelsey Walsh, City Attorney, stated the Council cannot make him attend.

Council Member Hibbitts inquired as to whether it was the process to choose those on each committee or the committees and boards themselves to which Council Member Bortle responded both, but he would not offer any additional information.

A suggestion was made by Ms. Walsh to table the item until a future meeting.

MOVER:	Council Member Patrick Parrish
SECONDER:	Mayor Pro Tem Dawn Miller
AYES:	Council Member Patrick Parrish, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	Mayor Mendy Schuster, Council Member Curtis Bortle
RESULT:	Resolution No. 26-6557 and discussion on this item tabled until a future meeting.

- 9.B. Consider **Resolution No. 26-6558**, accepting the California Highway Patrol (CHP) Cannabis Tax Fund Grant Program (CTFGP) award in the amount of \$220,595.39 and authorize the Acting City Manager to execute all necessary grant documents and administer the grant in accordance with program requirements.

Allen Sobol, Acting Public Safety Chief, provided an explanation of the item and requested Council approval of Resolution No. 26-6558.

Council Member Parrish inquired as to whether this funding would cover overtime for the training to which Chief Sobol responded that it would cover \$16,000 for training but they are also going after a Dodge Durango and additional equipment such as a TruNarc.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

- 9.C. Consider **Resolution No. 26-6559**, Approving a budget amendment for the replacement of the Diamond Mountain Golf Course Irrigation Well Pump

Dave Martin, Golf Course Manager, provided an explanation of the item and requested Council approval of Resolution No. 26-6559.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

10. Planning Commission - No business

11. Susanville Community Redevelopment Agency - No business

12. Susanville Municipal Energy Corporation - No business

13. Continuing Business:

13.A. Discussion Regarding Emergency Work Associated with the Failure of the Variable Frequency Drive (VFD) at Well 3 on Johnstonville Road

Council Member Bortle leaves the Council Chambers at 5:53PM.

Council Member Bortle reenters the Council Chambers at 5:54PM.

Erik Edholm, Acting Public Works Director, provided an explanation of the item and requested council direction to continue with the emergency item.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

14. City Manager's Reports: No business.

15. Future Council Items:

15.A. Future Council Items

Council Member Bortle requested an animal control item. Parrish and Hibbitts agreed.

Council Member Parrish requested an item be brought forward to discuss the issues at 1409 Fourth Street. Agreed.

Mayor Schuster requested an update on the grandstands at Frank Ernaga Ball Park. Agreed

16. Adjournment:

Adjourned the meeting at 5:58PM.

- **The next regular meeting of the Susanville City Council will be held on August 5, 2026 at 4:30PM**

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: _____

City Council Agenda Item

Submitted By: Jenny Galindo, Account Technician II

Action Date: August 5, 2026

Subject: Vendor and Payroll Warrants

Presented By: Chandra Jabbs, Acting City Manager/Finance Director

Summary: Warrants dated July 02, 2026 through July 15, 2026 numbered 226740 – 226833.

Fiscal Impact: Accounts Payable warrants totaling \$162,921.89 plus \$307,890.03 in Payroll warrants, for a total of \$470,811.92.

Action Requested: Motion to file and receive.

Attachments:

1. 07-02-26
2. 07-09-26

Report Criteria:

Report type: GL detail

Check.Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/26	07/02/2026	226740	981	ALLIANT INSURANCE SE	LIABILITY COVERAGE FOR AIR	3585007	1	7630-411-40-45	INSUR.AIRPORT OWNER OPER	4,988.00	4,988.00
Total 3585007:										4,988.00	4,988.00
07/26	07/02/2026	226740	981	ALLIANT INSURANCE SE	SPECIAL EVENTS INSURANCE	3597144	1	1000-466-33-46	CIVIC CONTRIBUTIONS	4,192.00	4,192.00
Total 3597144:										4,192.00	4,192.00
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2120798 LAUNDRY BAG- S	LREN2120798	1	2007-431-20-44	LINEN SERVICE	88.04	88.04
Total LREN2120798:										88.04	88.04
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2122383 3X10 MAT, SLATE	LREN2122383	1	7620-430-10-44	LINEN SERVICE	114.11	114.11
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2122383 3X10 MAT, SLATE	LREN2122383	2	7620-430-10-46	SUPPLIES-JANITORIAL	123.07	123.07
Total LREN2122383:										237.18	237.18
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2122384 LAUNDRY BAG-G	LREN2122384	1	7401-430-62-44	LINEN SERVICES	164.54	164.54
Total LREN2122384:										164.54	164.54
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2122385 LAUNDRY BAG-P	LREN2122385	1	1011-452-20-44	LINEN SERVICES	40.00	40.00
Total LREN2122385:										40.00	40.00
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2122387 LAUNDRY BAG- S	LREN2122387	1	2007-431-20-44	LINEN SERVICE	70.48	70.48
Total LREN2122387:										70.48	70.48
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2122388 LAUNDRY BAG-	LREN2122388	1	7110-430-42-44	LINEN SERVICE	120.79	120.79
Total LREN2122388:										120.79	120.79
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2122389 3X10 MAT, SLATE	LREN2122389	1	7620-430-10-44	LINEN SERVICE	48.21	48.21

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 LREN2122389:										48.21	48.21
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2124010 3X10 MAT, SLATE	LREN2124010	1	7620-430-10-44	LINEN SERVICE	114.11	114.11
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2124010 3X10 MAT, SLATE	LREN2124010	2	7620-430-10-46	SUPPLIES-JANITORIAL	123.07	123.07
Total LREN2124010:										237.18	237.18
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2124011 LAUNDRY BAG-	LREN2124011	1	7401-430-62-44	LINEN SERVICES	107.00	107.00
Total LREN2124011:										107.00	107.00
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2124012 LAUNDRY BAG- P	LREN2124012	1	1011-452-20-44	LINEN SERVICES	40.00	40.00
Total LREN2124012:										40.00	40.00
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2124013 LAUNDRY BAG- S	LREN2124013	1	2007-431-20-44	LINEN SERVICE	113.44	113.44
Total LREN2124013:										113.44	113.44
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2124014 LAUNDRY BAG-	LREN2124014	1	7110-430-42-44	LINEN SERVICE	67.80	67.80
Total LREN2124014:										67.80	67.80
07/26	07/02/2026	226741	10981	ALSCO INC	LREN2124015 3X10 MAT, SLATE	LREN2124015	1	7620-430-10-44	LINEN SERVICE	48.21	48.21
Total LREN2124015:										48.21	48.21
07/26	07/02/2026	226742	1231	ASBURY ENVIRONMENT	PARTS WASHER SERVICE/REN	I500-01398771	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	54.90	54.90
07/26	07/02/2026	226742	1231	ASBURY ENVIRONMENT	PARTS WASHER SERVICE/REN	I500-01398771	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	54.90	54.90
07/26	07/02/2026	226742	1231	ASBURY ENVIRONMENT	PARTS WASHER SERVICE/REN	I500-01398771	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	31.36	31.36
07/26	07/02/2026	226742	1231	ASBURY ENVIRONMENT	PARTS WASHER SERVICE/REN	I500-01398771	4	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	15.68	15.68
Total I500-01398771:										156.84	156.84
07/26	07/02/2026	226743	11576		JANITORIAL SERVICE-PD	008	1	1009-421-10-44	CUSTODIAL	350.00	350.00
Total 008:										350.00	350.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/26	07/02/2026	226744	61		REIM HEALTH INSURANCE 8/20	070126	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	560.29	560.29
Total 070126:										560.29	560.29
07/26	07/02/2026	226745	11209	CIVICPLUS LLC	SOCIAL MEDIA ARCHIVING- CIT	370060	1	1000-411-40-43	PROFESSIONAL SVCS	5,688.00	5,688.00
Total 370060:										5,688.00	5,688.00
07/26	07/02/2026	226745	11209	CIVICPLUS LLC	NEXT REQUEST PUBLIC RECO	375209	1	1000-411-40-43	PROFESSIONAL SVCS	7,511.33	7,511.33
Total 375209:										7,511.33	7,511.33
07/26	07/02/2026	226746	1104	COPPERHEAD INDUSTRI	SOLID COPPER TRACER WIRE-	6105618	1	7401-430-62-46	SUPPLIES-GENERAL	1,011.87	1,011.87
Total 6105618:										1,011.87	1,011.87
07/26	07/02/2026	226747	156	CREATIVE FORMS & CO	DOOR HANGERS-GAS	121634	1	7401-430-62-46	SUPPLIES-GENERAL	361.51	361.51
07/26	07/02/2026	226747	156	CREATIVE FORMS & CO	DOOR HANGERS-WATER	121634	2	7110-430-42-46	SUPPLIES-GENERAL	361.50	361.50
Total 121634:										723.01	723.01
07/26	07/02/2026	226748	161	CSK AUTO INC	BAT CBL LUG-WATER	2740-253572	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	90.56	90.56
Total 2740-253572:										90.56	90.56
07/26	07/02/2026	226748	161	CSK AUTO INC	SPARK PLUG- GAS	2740-253816	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	26.91	26.91
Total 2740-253816:										26.91	26.91
07/26	07/02/2026	226748	161	CSK AUTO INC	CABIN FILTER- STREETS SB1	2740-253904	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	17.30	17.30
Total 2740-253904:										17.30	17.30
07/26	07/02/2026	226748	161	CSK AUTO INC	BATTERY - WATER	2740-253990	1	7110-430-42-44	REPAIR AND MAINTENANCE-FA	176.48	176.48
Total 2740-253990:										176.48	176.48
07/26	07/02/2026	226748	161	CSK AUTO INC	HYD FILTER- GAS	2740-254019	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	189.81	189.81

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 2740-254019:										189.81	189.81
07/26	07/02/2026	226748	161	CSK AUTO INC	HYD FILTER- GAS	2740-254119	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	72.21	72.21
Total 2740-254119:										72.21	72.21
07/26	07/02/2026	226749	10670	CURRENT ELECTRIC & A	SECURITY SYSTEM MONITORI	056231	1	7620-1430-105	PRE-PAID OTHER	144.00	144.00
Total 056231:										144.00	144.00
07/26	07/02/2026	226749	10670	CURRENT ELECTRIC & A	SECURITY SYSTEM MONITORI	056295	1	1000-1430-105	PREPAID - OTHER	144.00	144.00
07/26	07/02/2026	226749	10670	CURRENT ELECTRIC & A	SECURITY SYSTEM MONITORI	056295	2	7620-1430-105	PRE-PAID OTHER	120.00	120.00
Total 056295:										264.00	264.00
07/26	07/02/2026	226749	10670	CURRENT ELECTRIC & A	ANNUAL FIRE TEST COM. DAY	056489	1	1011-452-20-43	TECHNICAL SVCS	230.00	230.00
07/26	07/02/2026	226749	10670	CURRENT ELECTRIC & A	ANNUAL FIRE TEST COM. DAY	056489	2	1000-417-10-43	TECHNICAL SVCS	165.00	165.00
Total 056489:										395.00	395.00
07/26	07/02/2026	226750	10867	EMERGENCY VEHICLE O	INSTALLATION OF SINGLE RIFL	79082	1	1009-421-10-47	VEHICLES	2,345.24	2,345.24
Total 79082:										2,345.24	2,345.24
07/26	07/02/2026	226751	10525	ESO SOLUTIONS INC	UPGRADE REPORTING SOFTW	ESO-196860	1	1010-422-10-47	SOFTWARE	12,919.66	12,919.66
Total ESO-196860:										12,919.66	12,919.66
07/26	07/02/2026	226752	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	675018A	1	7110-430-42-43	PROFESSIONAL SVCS	125.00	125.00
Total 675018A:										125.00	125.00
07/26	07/02/2026	226752	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	675019A	1	7112-430-42-43	PROFESSIONAL SVCS	44.00	44.00
Total 675019A:										44.00	44.00
07/26	07/02/2026	226753	11657	GUESS PLUMBING	FINAL DEPOSIT RETURN EP 26-	062626	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	662.50	662.50

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 062626:										662.50	662.50
07/26	07/02/2026	226754	10385	HINDERLITER DE LLAMA	CONTRACT SERVICE SALES TA	SIN063381	1	1000-415-10-43	PROFESSIONAL SVCS	2,237.33	2,237.33
Total SIN063381:										2,237.33	2,237.33
07/26	07/02/2026	226754	10385	HINDERLITER DE LLAMA	AUDIT SERVICES TRANSACTIO	SIN063493	1	1000-415-10-43	PROFESSIONAL SVCS	1,113.01	1,113.01
Total SIN063493:										1,113.01	1,113.01
07/26	07/02/2026	226755	1362	IRON MOUNTAIN INFO. M	CITY HALL SHREDDING	LKVY679	1	1000-417-10-43	PROFESSIONAL SVCS	142.29	142.29
Total LKVY679:										142.29	142.29
07/26	07/02/2026	226756	383	LASCO	ENGRAVING ADWARDS-ADMIN	68	1	1000-411-10-46	SUPPLIES-GENERAL	125.65	125.65
Total 68:										125.65	125.65
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	398317	1	2005-431-20-46	SUPPLIES-GENERAL	6.30	6.30
Total 398317:										6.30	6.30
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	398458	1	2005-431-20-46	SUPPLIES-GENERAL	7.38	7.38
Total 398458:										7.38	7.38
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	398539	1	2005-431-20-46	SUPPLIES-GENERAL	12.33	12.33
Total 398539:										12.33	12.33
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	399371	1	2005-431-20-46	SUPPLIES-GENERAL	3.24	3.24
Total 399371:										3.24	3.24
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	399418	1	2005-431-20-46	SUPPLIES-GENERAL	3.42	3.42
Total 399418:										3.42	3.42

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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
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	399450	1	2005-431-20-46	SUPPLIES-GENERAL	4.50	4.50
Total 399450:										4.50	4.50
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	399477	1	2005-431-20-46	SUPPLIES-GENERAL	4.68	4.68
Total 399477:										4.68	4.68
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	399508	1	2005-431-20-46	SUPPLIES-GENERAL	5.67	5.67
Total 399508:										5.67	5.67
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	399520	1	2005-431-20-46	SUPPLIES-GENERAL	10.26	10.26
Total 399520:										10.26	10.26
07/26	07/02/2026	226757	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	399525	1	2005-431-20-46	SUPPLIES-GENERAL	1.00	1.00
Total 399525:										1.00	1.00
07/26	07/02/2026	226758	1236	LASSEN SPORTMEN'S C	2026 FISH DERBY INSUR. REIM.	062926	1	1000-466-33-45	CONTRIBUTIONS-JR FISHING D	411.69	411.69
Total 062926:										411.69	411.69
07/26	07/02/2026	226759	437	LMUD	49501 MAIN & FOSS SIGNAL LI	20178 062526	1	2005-431-20-46	SAFETY LIGHTING	205.50	205.50
07/26	07/02/2026	226759	437	LMUD	49496 MAIN & ALEXANDER- ST	20178 062526	2	2005-431-20-46	SAFETY LIGHTING	194.09	194.09
07/26	07/02/2026	226759	437	LMUD	49497 MAIN & FAIRFIELD- STRE	20178 062526	3	2005-431-20-46	SAFETY LIGHTING	165.49	165.49
07/26	07/02/2026	226759	437	LMUD	49498 MAIN & JOHNSTNVILL SI	20178 062526	4	2005-431-20-46	SAFETY LIGHTING	195.65	195.65
07/26	07/02/2026	226759	437	LMUD	49499 RIVERSIDE & MAIN SIGN	20178 062526	5	2005-431-20-46	SAFETY LIGHTING	305.38	305.38
07/26	07/02/2026	226759	437	LMUD	94811 MAIN & PINE ST- STREET	20178 062526	6	2005-431-20-46	SAFETY LIGHTING	31.90	31.90
Total 20178 062526:										1,098.01	1,098.01
07/26	07/02/2026	226759	437	LMUD	1744 SOUTH ST ROOSEVELT A	20180 062526	1	1011-452-20-46	ELECTRICITY	10.83	10.83
07/26	07/02/2026	226759	437	LMUD	1999 RIVERSIDE DR- PARKS	20180 062526	2	1011-452-20-46	ELECTRICITY	73.78	73.78
07/26	07/02/2026	226759	437	LMUD	2865 65 N WEATHERLOW ST- P	20180 062526	3	1011-452-20-46	ELECTRICITY	57.45	57.45
07/26	07/02/2026	226759	437	LMUD	2867 65 N WEATHERLOW ST- P	20180 062526	4	1011-452-20-46	ELECTRICITY	80.89	80.89
07/26	07/02/2026	226759	437	LMUD	2870 N WEATHERLOW ST TENN	20180 062526	5	1011-452-20-46	ELECTRICITY	49.22	49.22
07/26	07/02/2026	226759	437	LMUD	3522 2943- PARKS	20180 062526	6	1011-452-20-46	ELECTRICITY	18.61	18.61

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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
07/26	07/02/2026	226759	437	LMUD	3522 2943 - PARKS	20180 062526	7	1011-452-20-46	ELECTRICITY	18.61	18.61
07/26	07/02/2026	226759	437	LMUD	3522 2943 - PARKS	20180 062526	8	1011-452-20-46	ELECTRICITY	18.61	18.61
07/26	07/02/2026	226759	437	LMUD	3522 2943 - PARKS	20180 062526	9	1011-452-20-46	ELECTRICITY	18.61	18.61
07/26	07/02/2026	226759	437	LMUD	9283 NORTH ST- PARKS	20180 062526	10	1011-452-20-46	ELECTRICITY	138.83	138.83
07/26	07/02/2026	226759	437	LMUD	9501 RIVERSIDE PARK- PARKS	20180 062526	11	1011-452-20-46	ELECTRICITY	102.21	102.21
07/26	07/02/2026	226759	437	LMUD	43866 115 N WEATHERLOW ST-	20180 062526	12	1011-452-20-46	ELECTRICITY	95.25	95.25
07/26	07/02/2026	226759	437	LMUD	60453 925 SIERRA RD SPORTS	20180 062526	13	1011-452-20-46	ELECTRICITY	30.42	30.42
07/26	07/02/2026	226759	437	LMUD	416851 12888-PARKS	20180 062526	14	1011-452-20-46	ELECTRICITY	19.28	19.28
Total 20180 062526:										732.60	732.60
07/26	07/02/2026	226759	437	LMUD	45542 BAGWELL SPRINGS - SC	20181 062526	1	7110-430-42-46	ELECTRICITY	102.42	102.42
07/26	07/02/2026	226759	437	LMUD	4559 WELL #3 (JOHNSTONVILL	20181 062526	2	7110-430-42-46	ELECTRICITY	1,989.91	1,989.91
07/26	07/02/2026	226759	437	LMUD	7714 WELL #1 (GROVE ST) - WA	20181 062526	3	7110-430-42-46	ELECTRICITY	7,450.43	7,450.43
07/26	07/02/2026	226759	437	LMUD	26784 CADY SPRINGS - WATER	20181 062526	4	7110-430-42-46	ELECTRICITY	705.66	705.66
07/26	07/02/2026	226759	437	LMUD	29931 SKYLINE DR WELL #4 - W	20181 062526	5	7110-430-42-46	ELECTRICITY	3,347.10	3,347.10
07/26	07/02/2026	226759	437	LMUD	44153 N PINE & COOK SCADA-	20181 062526	6	7110-430-42-46	ELECTRICITY	30.00	30.00
07/26	07/02/2026	226759	437	LMUD	44298 GLENN DR & CHERRY TR	20181 062526	7	7110-430-42-46	ELECTRICITY	36.76	36.76
07/26	07/02/2026	226759	437	LMUD	44316 PAIUTE LN SCADA- WATE	20181 062526	8	7110-430-42-46	ELECTRICITY	35.71	35.71
07/26	07/02/2026	226759	437	LMUD	55754 SPRING RIDGE BL- WATE	20181 062526	9	7110-430-42-46	ELECTRICITY	727.41	727.41
Total 20181 062526:										14,425.40	14,425.40
07/26	07/02/2026	226759	437	LMUD	66 N LASSEN ST-CITY HALL	2466 062526	1	1000-417-10-46	ELECTRICITY	1,059.12	1,059.12
Total 2466 062526:										1,059.12	1,059.12
07/26	07/02/2026	226759	437	LMUD	1505 MAIN ST FIRE STATION	2876 062526	1	1010-422-10-46	ELECTRICITY	857.68	857.68
Total 2876 062526:										857.68	857.68
07/26	07/02/2026	226759	437	LMUD	441880 MEMORIAL PARK TEMP	441880 062526	1	1011-452-20-46	ELECTRICITY	66.11	66.11
Total 441880 062526:										66.11	66.11
07/26	07/02/2026	226759	437	LMUD	471-920 JOHNSTONVILLE RD #5	51908 062526	1	7201-430-81-46	ELECTRICITY	32.95	32.95
Total 51908 062526:										32.95	32.95

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07/26	07/02/2026	226760	1508	MAIN STREET LUBE	VEHICLE REPAIR & MAINT- PD	61585	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	97.75	97.75
Total 61585:										97.75	97.75
07/26	07/02/2026	226761	9456	NUTRIEN AG SOLUTIONS	MERIT 0.5 G 30LB-GC	58948138	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	821.36	821.36
Total 58948138:										821.36	821.36
07/26	07/02/2026	226762	546	PAYLESS BUILDING SUP	STD & BTR DF- STREETS SB1	435883	1	2005-431-20-46	SUPPLIES-GENERAL	6.57	6.57
Total 435883:										6.57	6.57
07/26	07/02/2026	226763	9689	PRENTICE LONG & EPPE	PROFESSIONAL SVC- PD	8722	1	1009-421-10-43	PROFESSIONAL SERVICES	513.00	513.00
Total 8722:										513.00	513.00
07/26	07/02/2026	226764	572	QUILL CORPORATION	SUPPLIES-FINANCE	48219931.01	1	1000-415-10-46	SUPPLIES-GENERAL	1.00	1.00
Total 48219931.01:										1.00	1.00
07/26	07/02/2026	226764	572	QUILL CORPORATION	SUPPLIES-FINANCE	49059894	1	1000-415-10-46	SUPPLIES-GENERAL	178.73	178.73
Total 49059894:										178.73	178.73
07/26	07/02/2026	226764	572	QUILL CORPORATION	SUPPLIES-FINANCE	49276008	1	1000-415-10-46	SUPPLIES-GENERAL	33.55	33.55
Total 49276008:										33.55	33.55
07/26	07/02/2026	226764	572	QUILL CORPORATION	SUPPLIES-FINANCE	49276383	1	1000-415-10-46	SUPPLIES-GENERAL	29.32	29.32
Total 49276383:										29.32	29.32
07/26	07/02/2026	226764	572	QUILL CORPORATION	SUPPLIES-FINANCE	49276448	1	1000-415-10-46	SUPPLIES-GENERAL	192.60	192.60
Total 49276448:										192.60	192.60
07/26	07/02/2026	226764	572	QUILL CORPORATION	SUPPLIES-FINANCE	49338189	1	1000-415-10-46	SUPPLIES-GENERAL	668.56	668.56

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Total 49338189:										668.56	668.56
07/26	07/02/2026	226764	572	QUILL CORPORATION	SUPPLIES-FINANCE	49368972	1	1000-415-10-46	SUPPLIES-GENERAL	259.74	259.74
Total 49368972:										259.74	259.74
07/26	07/02/2026	226765	1379	SENSIT TECHNOLOGIES	PROPANE BAL AIR 21L-GAS	SPI-1023302	1	7401-430-62-46	SUPPLIES-GENERAL	491.60	491.60
Total SPI-1023302:										491.60	491.60
07/26	07/02/2026	226766	11660		REFUND GAS DEPOSIT	10214350242	1	7401-2228-000	DEPOSITS-CUSTOMER	140.27	140.27
Total 10214350242:										140.27	140.27
07/26	07/02/2026	226767	1270	SILVER STATE BARRICA	FLOURESENT CUSTOM SIGN D	118605	1	2005-431-20-46	SUPPLIES-GENERAL	1,269.36	1,269.36
Total 118605:										1,269.36	1,269.36
07/26	07/02/2026	226768	76	SUSANVILLE ACE HARD	PCV/CAST IRON FLEX - GAS	542534	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	10.71	10.71
Total 542534:										10.71	10.71
07/26	07/02/2026	226768	76	SUSANVILLE ACE HARD	PAINT PREP PRESP N95 2PK-P	542540	1	1011-452-20-46	SUPPLIES-GENERAL	10.70	10.70
07/26	07/02/2026	226768	76	SUSANVILLE ACE HARD	LASKO WIND MCHN 3SP FAN- C	542540	2	1000-417-10-44	FACILITY - REPAIR & MAINTENA	63.32	63.32
Total 542540:										74.02	74.02
07/26	07/02/2026	226768	76	SUSANVILLE ACE HARD	SCREEN 220# 2PK-PW	542671	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	29.96	29.96
07/26	07/02/2026	226768	76	SUSANVILLE ACE HARD	SCREEN 100# 2PK-PARKS	542671	2	1011-452-20-44	FACILITY - REPAIR & MAINTENA	56.48	56.48
Total 542671:										86.44	86.44
07/26	07/02/2026	226769	1440	SUSANVILLE REFRIGERA	MANITOWOC WATER PUMP- P	26061917	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	840.66	840.66
Total 26061917:										840.66	840.66
07/26	07/02/2026	226770	11658		REFUND GAS DEPOSIT	10105050231	1	7401-2228-000	DEPOSITS-CUSTOMER	77.33	77.33

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Total 10105050231:										77.33	77.33
07/26	07/02/2026	226771	11659		REFUND GAS DEPOSIT	10507050112	1	7401-2228-000	DEPOSITS-CUSTOMER	161.57	161.57
Total 10507050112:										161.57	161.57
07/26	07/02/2026	226772	770	WESTERN NEVADA SUP	B24 CONC BOX 18X19-1/2-STR	62296842	1	2005-431-20-46	SUPPLIES-GENERAL	641.74	641.74
Total 62296842:										641.74	641.74
07/26	07/02/2026	226772	770	WESTERN NEVADA SUP	B40 CONC BOX- WATER	62331021	1	7110-430-42-46	SUPPLIES-GENERAL	220.33	220.33
Total 62331021:										220.33	220.33
07/26	07/02/2026	226772	770	WESTERN NEVADA SUP	LF 1 COMP X COMP CTS CPLG-	62337896	1	7110-430-42-46	SUPPLIES-GENERAL	231.76	231.76
Total 62337896:										231.76	231.76
07/26	07/02/2026	226773	1198	WESTWOOD SANITATIO	RENTM GLOBAL SERVICE- PAR	I83913	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	109.39	109.39
Total I83913:										109.39	109.39
07/26	07/02/2026	226773	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COUR	I83915	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	218.78	218.78
Total I83915:										218.78	218.78
07/26	07/02/2026	226773	1198	WESTWOOD SANITATIO	PORTABLE TOILET-PARKS	I83943	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	120.11	120.11
Total I83943:										120.11	120.11
07/26	07/02/2026	226773	1198	WESTWOOD SANITATIO	PORTABLE TOILET-STREETS S	I84046	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	120.11	120.11
Total I84046:										120.11	120.11
Grand Totals:										74,013.86	74,013.86

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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
07/26	07/09/2026	226782	11233	323 SCADA SERVICES LL	118 METERING APPL/REPORTI	CS062026	1	7401-430-62-43	PROFESSIONAL SVCS	249.00	249.00
Total CS062026:										249.00	249.00
07/26	07/09/2026	226783	11662		REFUND WATER OVERPAYMEN	10506500002	1	9999-1001-001	CASH CLEARING - UTILITIES	4.26	4.26
07/26	07/09/2026	226783	11662		REFUND GAS OVERPAYMENT	10506500002	2	9999-1001-001	CASH CLEARING - UTILITIES	19.53	19.53
Total 10506500002:										23.79	23.79
07/26	07/09/2026	226784	981	ALLIANT INSURANCE SE	ACIP CRIME RENEWAL 2026-20	3586675	1	7630-411-40-45	INSUR.CRIME BOND LIAB	2,737.00	2,737.00
Total 3586675:										2,737.00	2,737.00
07/26	07/09/2026	226785	10981	ALSCO INC	LREN2119170 3X10 MAT, SLATE	LREN2119170	1	7620-430-10-44	LINEN SERVICE	39.23	39.23
Total LREN2119170:										39.23	39.23
07/26	07/09/2026	226785	10981	ALSCO INC	LREN2120798-CRD COMPANY E	LREN2120798-CRD	1	2007-431-20-44	LINEN SERVICE	16.00-	16.00-
Total LREN2120798-CRD:										16.00-	16.00-
07/26	07/09/2026	226786	11650	AUTOMATION ELECTRIC,	WELL 1 REPAIR	2890	1	7114-430-53-47	MACHINERY & EQUIPMENT	9,396.51	9,396.51
Total 2890:										9,396.51	9,396.51
07/26	07/09/2026	226787	11171	BEFORE THE MOVIE INC	ON-SCREEN ADVERTISING-GA	57840	1	7401-430-62-45	ADVERTISING	408.00	408.00
Total 57840:										408.00	408.00
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	1205 MAIN STREET- STREETS	177911279U037	1	2007-431-20-44	DISPOSAL	202.68	202.68
Total 177911279U037:										202.68	202.68
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	725 MAIN STREET-STREETS	177911280U037	1	2007-431-20-44	DISPOSAL	26.88	26.88

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Total 177911280U037:										26.88	26.88
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	819 MAIN STREET- STREETS	177911281U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911281U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	801 MAIN STREET- STREETS	177911282U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911282U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	701 MAIN STREET- STREETS	177911283U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911283U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	605 ASH STREET-STREETS	177911284U037	1	2007-431-20-44	DISPOSAL	26.88	26.88
Total 177911284U037:										26.88	26.88
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	617 MAIN ST-STREETS	177911285U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911285U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	611 MAIN STREET- STREETS	177911286U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911286U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	600 MAIN ST-STREETS	177911288U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911288U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	700 MAIN STREET- STREETS	177911292U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911292U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	822 MAIN STREET- STREETS	177911293U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911293U037:										55.14	55.14

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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
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	950 MAIN STREET- STREETS	177911294U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911294U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	470895 CIRCLE DR-GC	177911295U037	1	7530-451-52-44	DISPOSAL	495.11	495.11
Total 177911295U037:										495.11	495.11
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	925 SIERRA ST- PW	177911480U037	1	7620-430-10-44	REPAIR AND MAINTENANCE-MI	242.96	242.96
Total 177911480U037:										242.96	242.96
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST-ADMIN	177911481U037	1	1000-417-10-44	DISPOSAL	238.40	238.40
Total 177911481U037:										238.40	238.40
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST-PARKS	177911482U037	1	1011-452-20-44	DISPOSAL	233.84	233.84
Total 177911482U037:										233.84	233.84
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	177911483U037	1	1009-421-10-44	DISPOSAL	7.78	7.78
Total 177911483U037:										7.78	7.78
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP- PW	177911484U037	1	7620-430-10-44	DISPOSAL	252.11	252.11
Total 177911484U037:										252.11	252.11
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	1110 NORTH STREET-PARKS	177911558U037	1	1011-452-20-44	DISPOSAL	342.05	342.05
Total 177911558U037:										342.05	342.05
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	177911684U037	1	2007-431-20-44	DISPOSAL	110.28	110.28
Total 177911684U037:										110.28	110.28
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	2975 MAIN ST- STREETS	177911809U037	1	2007-431-20-44	DISPOSAL	55.14	55.14

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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 177911809U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	2905 MAIN ST- STREETS	177911810U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911810U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	2910 MAIN ST- STREETS	177911811U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911811U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	2950 MAIN ST - STREETS	177911812U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911812U037:										55.14	55.14
07/26	07/09/2026	226788	1307	C&S WASTE SOLUTIONS	2970 MAIN ST- STREETS	177911813U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911813U037:										55.14	55.14
07/26	07/09/2026	226789	99	CALED	DUES & MEMBERSHIPS - ADMI	300007456	1	1000-413-20-48	DUES AND MEMBERSHIPS	500.00	500.00
Total 300007456:										500.00	500.00
07/26	07/09/2026	226790	1116	CALIFORNIA BUILDING S	APRIL-JUNE 2026 SB FEES	070626	1	1011-2205-006	DEPOSIT PAYABLE-SB 1473	102.60	102.60
Total 070626:										102.60	102.60
07/26	07/09/2026	226791	11661		REFUND GAS DEPOSIT	10108680010	1	7401-2228-000	DEPOSITS-CUSTOMER	189.97	189.97
Total 10108680010:										189.97	189.97
07/26	07/09/2026	226792	11666		COMM. CENTER DEPOSIT RET	070626	1	1000-2228-009	DEPOSITS-COMM CENTER RE	55.00	55.00
Total 070626:										55.00	55.00
07/26	07/09/2026	226793	148	COMPUTER LOGISTICS	MONTHLY BILLING FOR JULY	87336	1	1000-417-10-43	TECHNICAL SVCS	6,294.90	6,294.90
Total 87336:										6,294.90	6,294.90

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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
07/26	07/09/2026	226794	161	CSK AUTO INC	5 QT MOTOR OIL- GC	2740-243045	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	69.79	69.79
Total 2740-243045:										69.79	69.79
07/26	07/09/2026	226794	161	CSK AUTO INC	PWR RTD BELT- PARKS	2740-245231	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	34.37	34.37
Total 2740-245231:										34.37	34.37
07/26	07/09/2026	226794	161	CSK AUTO INC	HYD FILTER- GC	2740-256522	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	227.43	227.43
Total 2740-256522:										227.43	227.43
07/26	07/09/2026	226795	10670	CURRENT ELECTRIC & A	CODE CHANGE @720 SOUTH S	056498	1	7620-430-10-43	TECHNICAL SVCS	65.00	65.00
Total 056498:										65.00	65.00
07/26	07/09/2026	226796	173	DATCO SERVICES	EMPLOYEE 3RD QTRLY 2026 S	200619	1	1000-416-10-43	TECHNICAL SVCS	525.60	525.60
Total 200619:										525.60	525.60
07/26	07/09/2026	226796	173	DATCO SERVICES	PRE-EMPLOYMENT DRUG TES	726-60677	1	1000-416-10-43	TECHNICAL SVCS	240.00	240.00
Total 726-60677:										240.00	240.00
07/26	07/09/2026	226797	182	DEPARTMENT OF CONS	QUARTERLY SIMP FEES FOR A	070126	1	1011-2205-003	DEPOSITS-STRONG MOTION P	18.88	18.88
Total 070126:										18.88	18.88
07/26	07/09/2026	226798	11665		REFUND GAS DEPOSIT	10324100315	1	7401-2228-000	DEPOSITS-CUSTOMER	71.97	71.97
Total 10324100315:										71.97	71.97
07/26	07/09/2026	226799	1484	EDGES ELECTRICAL GR	MILW 49-16-2660RP M18 FUEL-	S6662822.002	1	2005-431-20-46	SUPPLIES-GENERAL	117.80	117.80
Total S6662822.002:										117.80	117.80
07/26	07/09/2026	226799	1484	EDGES ELECTRICAL GR	STL-CTY 521511234EW 4IN. SQ	S6761434.001	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	226.16	226.16

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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 S6761434.001:										226.16	226.16
07/26	07/09/2026	226800	1033	FGL ENVIRONMENTAL	WATER SAMPLING- GC	675407A	1	7530-451-52-43	TECHNICAL SERVICES	44.00	44.00
Total 675407A:										44.00	44.00
07/26	07/09/2026	226800	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	675531A	1	7110-430-42-43	PROFESSIONAL SVCS	150.00	150.00
Total 675531A:										150.00	150.00
07/26	07/09/2026	226801	257	FOREST OFFICE EQUIPM	BUSINESS CARD-PW	INV-9121	1	7620-430-10-46	SUPPLIES-GENERAL	47.89	47.89
Total INV-9121:										47.89	47.89
07/26	07/09/2026	226801	257	FOREST OFFICE EQUIPM	GRAPHIC DESIGN-PARKS	INV-9138	1	1011-452-20-46	SUPPLIES-GENERAL	47.89	47.89
Total INV-9138:										47.89	47.89
07/26	07/09/2026	226801	257	FOREST OFFICE EQUIPM	MONTHLY PERIOD CHARGE-P	SV011809	1	7620-430-10-43	TECHNICAL SVCS	331.94	331.94
Total SV011809:										331.94	331.94
07/26	07/09/2026	226801	257	FOREST OFFICE EQUIPM	MONTHLY PERIOD CHARGE-GA	SV012072	1	7401-430-62-43	TECHNICAL SVCS	44.08	44.08
07/26	07/09/2026	226801	257	FOREST OFFICE EQUIPM	MONTHLY PERIOD CHARGE-W	SV012072	2	7110-430-42-43	TECHNICAL SVCS	44.08	44.08
Total SV012072:										88.16	88.16
07/26	07/09/2026	226802	1289	FULL SPECTRUM INC	SCADA WORK-WATER	20260701	1	7110-430-42-43	TECHNICAL SVCS	3,117.50	3,117.50
Total 20260701:										3,117.50	3,117.50
07/26	07/09/2026	226803	10995	INLAND SUPPLY CO INC	LINER GREEN - PW	1119013	1	7620-430-10-46	SUPPLIES-GENERAL	63.65	63.65
Total 1119013:										63.65	63.65
07/26	07/09/2026	226803	10995	INLAND SUPPLY CO INC	LINER GREEN- PARKS	1119375	1	1011-452-20-46	SUPPLIES-GENERAL	127.31	127.31

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Total 1119375:										127.31	127.31
07/26	07/09/2026	226804	1362	IRON MOUNTAIN INFO. M	PROFESSIONAL SERVICES-PD	LKKL522	1	1009-421-10-43	PROFESSIONAL SERVICES	185.56	185.56
Total LKKL522:										185.56	185.56
07/26	07/09/2026	226805	373	KSUE RADIO	ADVERTISEMENT-GAS	26060130	1	7401-430-62-45	ADVERTISING	249.50	249.50
Total 26060130:										249.50	249.50
07/26	07/09/2026	226806	391	LASSEN COUNTY CHAM	PANEL DEPOSIT REIMBURSEM	070126	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 070126:										100.00	100.00
07/26	07/09/2026	226807	8091	LASSEN FAMILY SERVIC	REFUND WATER DEPOSIT	10114070014	1	7110-2228-000	DEPOSITS-CUSTOMER	49.61	49.61
Total 10114070014:										49.61	49.61
07/26	07/09/2026	226808	411	LASSEN MOTOR PARTS	BLSTR PK MINIATURES - BUILD	491049	1	1011-424-20-44	VEHICLE - REPAIR & MAINTENA	9.19	9.19
Total 491049:										9.19	9.19
07/26	07/09/2026	226809	412	LASSEN REGIONAL SOLI	LOOSE WASTE- PARKS	399159	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	19.89	19.89
Total 399159:										19.89	19.89
07/26	07/09/2026	226809	412	LASSEN REGIONAL SOLI	LOOSE WASTE- PARKS	399273	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	5.00	5.00
Total 399273:										5.00	5.00
07/26	07/09/2026	226810	10485	LEAF CAPITAL FUNDING	KYOCERA COPIER- PW	20512498	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	140.73	140.73
Total 20512498:										140.73	140.73
07/26	07/09/2026	226811	425	LES SCHWAB TIRE CENT	TUBLESS METAL VALVE STEM-	60400500467	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	1,248.33	1,248.33
Total 60400500467:										1,248.33	1,248.33

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07/26	07/09/2026	226812	437	LMUD	471-920 JOHNSTONVILLE RD- A	10108 062526	1	7201-430-81-46	ELECTRICITY	63.58	63.58
Total 10108 062526:										63.58	63.58
07/26	07/09/2026	226812	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 062526	1	7201-430-81-46	ELECTRICITY	32.11	32.11
Total 10262 062526:										32.11	32.11
07/26	07/09/2026	226812	437	LMUD	GOLF COURSE IRR WELL/ NAG	122907 062526	1	7530-451-52-46	ELECTRICITY	2,649.10	2,649.10
Total 122907 062526:										2,649.10	2,649.10
07/26	07/09/2026	226812	437	LMUD	GOLF COURSE PUMP HOUSE	122910 062526	1	7530-451-52-46	ELECTRICITY	3,117.59	3,117.59
Total 122910 062526:										3,117.59	3,117.59
07/26	07/09/2026	226812	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 062526	1	7530-451-52-46	ELECTRICITY	30.00	30.00
Total 122929 062526:										30.00	30.00
07/26	07/09/2026	226812	437	LMUD	GOLF COURSE PUMP HOUSE	132052 062526	1	7530-451-52-46	ELECTRICITY	32.53	32.53
Total 132052 062526:										32.53	32.53
07/26	07/09/2026	226812	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 062526	1	7530-451-52-46	ELECTRICITY	811.23	811.23
Total 144281 062526:										811.23	811.23
07/26	07/09/2026	226812	437	LMUD	SOUTH ST - PW OFFICE	14590 062526	1	7620-430-10-46	ELECTRICITY	607.79	607.79
Total 14590 062526:										607.79	607.79
07/26	07/09/2026	226812	437	LMUD	2467 STREET LIGHTS-STREETS	20177 062526	1	2007-431-60-46	ELECTRICITY	2,000.65	2,000.65
07/26	07/09/2026	226812	437	LMUD	3651 N WEATHERLOW SIGNAL-	20177 062526	2	2007-431-60-46	ELECTRICITY	163.84	163.84
07/26	07/09/2026	226812	437	LMUD	14039 STREET LIGHTS- STREE	20177 062526	3	2007-431-60-46	ELECTRICITY	228.42	228.42
07/26	07/09/2026	226812	437	LMUD	14041 STREET LIGHTS- STREE	20177 062526	4	2007-431-60-46	ELECTRICITY	4,480.10	4,480.10
07/26	07/09/2026	226812	437	LMUD	24323 S GAY ST- STREETS	20177 062526	5	2007-431-60-46	ELECTRICITY	62.10	62.10
07/26	07/09/2026	226812	437	LMUD	30658 HARRIS DR & HWY 36 CO	20177 062526	6	2007-431-60-46	ELECTRICITY	173.57	173.57
07/26	07/09/2026	226812	437	LMUD	35094 RICHMOND RD BRIDGE-	20177 062526	7	2007-431-60-46	ELECTRICITY	316.83	316.83

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07/26	07/09/2026	226812	437	LMUD	43511 UPTOWN DECOR LITE- S	20177 062526	8	2007-431-60-46	ELECTRICITY	272.69	272.69
07/26	07/09/2026	226812	437	LMUD	49500 QUARRY ST LIGHT - STR	20177 062526	9	2007-431-60-46	ELECTRICITY	77.21	77.21
07/26	07/09/2026	226812	437	LMUD	412864 105 S ASH ST- STREETS	20177 062526	10	2007-431-60-46	ELECTRICITY	36.97	36.97
07/26	07/09/2026	226812	437	LMUD	416835 SAN FRANCISCO ST- ST	20177 062526	11	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416848 FIRS ST & ALLEY LIGHT-	20177 062526	12	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416860 LONG ALLEY & LOVELL	20177 062526	13	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416902 LAUREL ST- STREETS	20177 062526	14	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416915 INSPIRATION POINT- ST	20177 062526	15	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416924 SOUTH ST- STREETS	20177 062526	16	2007-431-60-46	ELECTRICITY	38.61	38.61
07/26	07/09/2026	226812	437	LMUD	416940 CAMEL ST- STREETS	20177 062526	17	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416959 WASHOE LN- STREETS	20177 062526	18	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416962 130 N LASSEN ST- STR	20177 062526	19	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	416984 RICHMOND RD & PEAR	20177 062526	20	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	417512 1801 MAIN ST-STREETS	20177 062526	21	2007-431-60-46	ELECTRICITY	38.61	38.61
07/26	07/09/2026	226812	437	LMUD	418802 ORCHAD ST- STREETS	20177 062526	22	2007-431-60-46	ELECTRICITY	22.72	22.72
07/26	07/09/2026	226812	437	LMUD	418824 RIVERSIDE DR & RIVER	20177 062526	23	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	418833 RIVERSIDE DR & LAUR	20177 062526	24	2007-431-60-46	ELECTRICITY	19.30	19.30
07/26	07/09/2026	226812	437	LMUD	421476 MARTHA & ARNOLD ST	20177 062526	25	2007-431-60-46	ELECTRICITY	38.61	38.61
07/26	07/09/2026	226812	437	LMUD	425450 130 N PINE ST LIGHT- S	20177 062526	26	2007-431-60-46	ELECTRICITY	19.30	19.30
Total 20177 062526:										8,182.53	8,182.53
07/26	07/09/2026	226812	437	LMUD	472-105 JOHNSTONVILLE - WAT	350161 062526	1	7112-430-42-46	ELECTRICITY	94.82	94.82
Total 350161 062526:										94.82	94.82
07/26	07/09/2026	226812	437	LMUD	720 SOUTH EMULSION TANK-P	38646 062526	1	7620-430-10-46	ELECTRICITY	303.22	303.22
Total 38646 062526:										303.22	303.22
07/26	07/09/2026	226812	437	LMUD	471-920 JOHNSTONVILLE RD- #	54333 062526	1	7201-430-81-46	ELECTRICITY	43.31	43.31
Total 54333 062526:										43.31	43.31
07/26	07/09/2026	226812	437	LMUD	606 NEVADA STREET- PW	58209 062526	1	7620-430-10-46	ELECTRICITY	135.79	135.79
Total 58209 062526:										135.79	135.79
07/26	07/09/2026	226812	437	LMUD	471-920 JOHNSTONVILLE RD-AI	7146 062526	1	7201-430-81-46	ELECTRICITY	560.81	560.81

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Total 7146 062526:										560.81	560.81
07/26	07/09/2026	226812	437	LMUD	471-920 JOHNSTONVILLE RD- A	7154 062526	1	7201-430-81-46	ELECTRICITY	41.26	41.26
Total 7154 062526:										41.26	41.26
07/26	07/09/2026	226812	437	LMUD	GOLF COURSE CLUB HOUSE	7394 062526	1	7530-451-52-46	ELECTRICITY	108.98	108.98
Total 7394 062526:										108.98	108.98
07/26	07/09/2026	226812	437	LMUD	GOLF COURSE CART BARN 2	7400 062526	1	7530-451-52-46	ELECTRICITY	52.60	52.60
Total 7400 062526:										52.60	52.60
07/26	07/09/2026	226812	437	LMUD	1801 MAIN ST- PD	8314 062526	1	1009-421-10-46	ELECTRICITY	1,144.83	1,144.83
Total 8314 062526:										1,144.83	1,144.83
07/26	07/09/2026	226812	437	LMUD	GEO PUMP #1 - GEO	9297 062526	1	7301-430-52-46	ELECTRICITY	2,411.68	2,411.68
Total 9297 062526:										2,411.68	2,411.68
07/26	07/09/2026	226812	437	LMUD	GOLF COURSE BARN 1 & 3	9312 062526	1	7530-451-52-46	ELECTRICITY	30.00	30.00
Total 9312 062526:										30.00	30.00
07/26	07/09/2026	226812	437	LMUD	GEO PUMP #2- GEO	9503 062526	1	7301-430-52-46	ELECTRICITY	51.11	51.11
Total 9503 062526:										51.11	51.11
07/26	07/09/2026	226812	437	LMUD	HOSPITAL LN-GEO	9963 062526	1	7301-430-52-46	ELECTRICITY	30.00	30.00
Total 9963 062526:										30.00	30.00
07/26	07/09/2026	226813	11470	METROPOLITAN PLANNI	PROFESSIONAL SERVICES PLA	2005798	1	1011-419-10-43	PROFESSIONAL SVCS	2,031.75	2,031.75
Total 2005798:										2,031.75	2,031.75

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07/26	07/09/2026	226814	480	MINERS & PISANI INC	GAS METER- GAS	IN-029399	1	7401-430-62-47	MACHINERY & EQUIPMENT	2,240.27	2,240.27
Total IN-029399:										2,240.27	2,240.27
07/26	07/09/2026	226815	1158	MOTOROLA SOLUTIONS	RADIO REMOTE KITS	8282352308	1	1009-421-10-47	VEHICLES	2,851.92	2,851.92
Total 8282352308:										2,851.92	2,851.92
07/26	07/09/2026	226816	528	NST ENGINEERING INC	MEMORIAL PARK GRANDSTAN	21695	1	1011-452-27-43	PROFESSIONAL SERVICES	6,700.00	6,700.00
Total 21695:										6,700.00	6,700.00
07/26	07/09/2026	226816	528	NST ENGINEERING INC	ARPA PROJECT LITTLE LEAGU	21696	1	2004-452-20-43	PROFESSIONAL SVCS	1,800.00	1,800.00
Total 21696:										1,800.00	1,800.00
07/26	07/09/2026	226817	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1396373	1	7401-430-62-43	TECHNICAL SVCS	54.96	54.96
07/26	07/09/2026	226817	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1396373	2	7110-430-42-43	TECHNICAL SVCS	54.96	54.96
Total 1396373:										109.92	109.92
07/26	07/09/2026	226818	546	PAYLESS BUILDING SUP	38CDX - 4X08-3/8" - PW	437569	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	64.45	64.45
Total 437569:										64.45	64.45
07/26	07/09/2026	226819	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-CI	58020 063026	1	1000-417-10-45	COMMUNICATIONS	768.00	768.00
Total 58020 063026:										768.00	768.00
07/26	07/09/2026	226819	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 063026	1	1009-421-10-45	COMMUNICATIONS	185.00	185.00
Total 63630 063026:										185.00	185.00
07/26	07/09/2026	226819	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	68444 063026	1	7620-430-10-45	COMMUNICATIONS	374.12	374.12
Total 68444 063026:										374.12	374.12
07/26	07/09/2026	226820	9689	PRENTICE LONG & EPPE	ATTORNEY CONTRACT 25/26 F	8839	1	1000-412-10-43	PROFESSIONAL SVCS	4,865.00	4,865.00
07/26	07/09/2026	226820	9689	PRENTICE LONG & EPPE	ATTORNEY CONTRACT 25/26 F	8839	2	1000-412-10-43	PROFESSIONAL SVCS	1,635.00	1,635.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 8839:										6,500.00	6,500.00
07/26	07/09/2026	226821	11423	PUBLIC RISK INNOVATIO	JULY- SEPTEMBER 2026 42 EM	27400189	1	7630-411-40-45	INSURANCE - EMPLOYEE ASST	418.32	418.32
Total 27400189:										418.32	418.32
07/26	07/09/2026	226821	11423	PUBLIC RISK INNOVATIO	JULY-SEPTEMBER 2026 22 EMP	27400190	1	7630-411-40-45	INSURANCE - EMPLOYEE ASST	880.44	880.44
Total 27400190:										880.44	880.44
07/26	07/09/2026	226822	1296	RENTAL GUYS	LOADER, 7588 TRACK BOBCAT-	1099567-5	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	775.12	775.12
07/26	07/09/2026	226822	1296	RENTAL GUYS	LOADER, 7588 TRACK BOBCAT-	1099567-5	2	7110-430-42-44	RENT & LEASES EQUIP & VEHI	775.12	775.12
Total 1099567-5:										1,550.24	1,550.24
07/26	07/09/2026	226823	11040		SVE AWOS - AIRPORT	2026037	1	7201-430-81-43	TECHNICAL SVCS	1,940.77	1,940.77
Total 2026037:										1,940.77	1,940.77
07/26	07/09/2026	226824	1217		IRRIGATION & TURF MAINTENA	620	1	7530-451-52-43	PROFESSIONAL SERVICES	5,000.00	5,000.00
Total 620:										5,000.00	5,000.00
07/26	07/09/2026	226825	1479	SIERRA BROADCASTING	ADVERTISING-GAS	26060129	1	7401-430-62-45	ADVERTISING	249.50	249.50
Total 26060129:										249.50	249.50
07/26	07/09/2026	226826	194		BRIGGS, TECUMSEH, HONDA/P	21576	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	37.82	37.82
Total 21576:										37.82	37.82
07/26	07/09/2026	226827	76	SUSANVILLE ACE HARD	AMMONIA- WATER" 3VIAL-PARK	542775	1	1011-452-20-46	SUPPLIES-SMALL TOOLS	73.05	73.05
Total 542775:										73.05	73.05
07/26	07/09/2026	226827	76	SUSANVILLE ACE HARD	SAWHORSE SE 29"X31" PK- PA	542791	1	1011-452-20-46	SUPPLIES-SMALL TOOLS	54.11	54.11

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 542791:										54.11	54.11
07/26	07/09/2026	226827	76	SUSANVILLE ACE HARD	FOAM WASP & HORNET 17.5 O	542819	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	26.26	26.26
Total 542819:										26.26	26.26
07/26	07/09/2026	226828	677	SUSANVILLE SANITARY	606 NEVADA-PW	1274 070126	1	7620-430-10-44	SEWER	64.00	64.00
Total 1274 070126:										64.00	64.00
07/26	07/09/2026	226828	677	SUSANVILLE SANITARY	115 N WEATHERLOW- MUSEUM	1448 070126	1	1011-452-20-44	SEWER	70.00	70.00
Total 1448 070126:										70.00	70.00
07/26	07/09/2026	226828	677	SUSANVILLE SANITARY	65 N WEATHERLOW - PARKS	1449 070126	1	1011-452-20-44	SEWER	210.00	210.00
Total 1449 070126:										210.00	210.00
07/26	07/09/2026	226828	677	SUSANVILLE SANITARY	720 SOUTH ST-PW	3203 070126	1	7620-430-10-44	SEWER	70.00	70.00
Total 3203 070126:										70.00	70.00
07/26	07/09/2026	226828	677	SUSANVILLE SANITARY	1850 RIVER ST-PARKS	3667 070126	1	1011-452-20-44	SEWER	70.00	70.00
Total 3667 070126:										70.00	70.00
07/26	07/09/2026	226828	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR - PARKS	3668 070126	1	1011-452-20-44	SEWER	154.00	154.00
Total 3668 070126:										154.00	154.00
07/26	07/09/2026	226828	677	SUSANVILLE SANITARY	1200 NORTH ST-PARKS	3669 070126	1	1011-452-20-44	SEWER	70.00	70.00
Total 3669 070126:										70.00	70.00
07/26	07/09/2026	226829	10404	THE INTERMOUNTAIN NE	LEGAL NOTICE-PLANNING	20250821	1	1011-419-10-45	ADVERTISING	459.00	459.00
Total 20250821:										459.00	459.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/26	07/09/2026	226830	11663		REFUND WATER OVERPAYMEN	10417500001	1	9999-1001-001	CASH CLEARING - UTILITIES	262.24	262.24
07/26	07/09/2026	226830	11663		REFUND GAS OVERPAYMENT	10417500001	2	9999-1001-001	CASH CLEARING - UTILITIES	262.24	262.24
Total 10417500001:										524.48	524.48
07/26	07/09/2026	226831	11537	T-MOBILE USA INC	CELLULAR PLAN-PD	213797565 062126	1	1009-421-10-45	COMMUNICATIONS	1,228.51	1,228.51
Total 213797565 062126:										1,228.51	1,228.51
07/26	07/09/2026	226832	770	WESTERN NEVADA SUP	LF NIBC 3/4 THD 600LB FP CSA	62340441	1	7110-430-42-44	REPAIR AND MAINTENANCE-FA	37.21	37.21
Total 62340441:										37.21	37.21
07/26	07/09/2026	226832	770	WESTERN NEVADA SUP	ULTRA ADJ ROTOR NEW MODE	62340665	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	72.74	72.74
Total 62340665:										72.74	72.74
07/26	07/09/2026	226832	770	WESTERN NEVADA SUP	WHT CADE PRO TANK- PW	62341288	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	426.04	426.04
Total 62341288:										426.04	426.04
07/26	07/09/2026	226832	770	WESTERN NEVADA SUP	CHAN 432 V-JAW TONGUE GRO	62347042	1	1011-452-20-46	SUPPLIES-SMALL TOOLS	50.37	50.37
Total 62347042:										50.37	50.37
07/26	07/09/2026	226833	1198	WESTWOOD SANITATIO	PORTABLE TOILET-PARKS	I82858	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	120.11	120.11
Total I82858:										120.11	120.11
07/26	07/09/2026	226833	1198	WESTWOOD SANITATIO	PORTABLE TOILET 3/20/26-4/8/2	I83204	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	336.68	336.68
Total I83204:										336.68	336.68
Grand Totals:										88,908.03	88,908.03

Report Criteria:

Report type: GL detail

Check.Voided = False

City Council Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: August 5, 2026

Subject: Consider **Resolution No. 26-6560**, Authorizing the mayor to execute a Lease Agreement through Leaf Capital Funding, LLC for three Kyocera multifunction copiers and enter into a Maintenance Agreement with Forest Office Equipment

Presented By: Jolene Arredondo, Deputy City Manager

Summary: The City's current fleet of multifunction copiers located at City Hall and the Susanville Police Department have reached the end of their lease terms and are nearing or have exceeded the manufacturer's warranty period. As the equipment continues to age, maintenance costs and service interruptions are expected to increase, making replacement the most cost-effective and reliable option. Leasing the proposed copier equipment allows the City to maintain current technology through predictable operating costs rather than incurring a significant one-time capital expenditure. The lease structure provides a planned equipment replacement cycle, reducing the risk of increased maintenance costs and operational disruptions associated with aging equipment. Combined with a local maintenance agreement, the proposed lease will improve equipment reliability, enhance document security, and support uninterrupted operations while preserving capital funds.

Staff recommends replacing the existing equipment with three (3) new Kyocera multifunction copiers, including one (1) copier for the Susanville Police Department and two (2) copiers for City Hall. The equipment will be acquired through Forest Office Equipment by the OMNIA Partners cooperative purchasing program, utilizing competitively solicited pricing that complies with the City's Purchasing Policy, is compliant with local vendor policy, and provides the best value. A needs assessment has been conducted on printing quantities and copier location needs. Forest Office Equipment has provided the lowest-cost equipment lease options for a monthly total of \$735/mo for all three (3) copiers. While there is an increase in lease agreement costs compared to current lease agreement terms, leasing the equipment allows the City to maintain current technology through predictable annual operating costs rather than incurring significant one-time capital expenditures. Additionally, entering into a maintenance agreement

with Forest Office Equipment ensures timely local service and technical support, minimizing equipment downtime and maintaining continuity of City operations.

Staff is recommending entering into a maintenance agreement with Forest Office Equipment. As the local authorized Kyocera dealer and service provider, their maintenance agreement includes all toner, parts, labor and warranties per equipment and is based on cost per copy depending on color saturation. The maintenance agreement will have a locked-in rate of 4.5% which is calculated based on the number of copies made. The City's current maintenance agreement for these copiers is a base rate of \$685.43/mo plus overages on color and black and white copies, which are currently billed at \$0.06/copy for colored copies and \$0.01/copy for black and white copies. Based on monthly average printing counts for all three (3) copiers; a monthly savings anywhere from \$80-\$150/mo could be saved but varies per department copying needs.

Cost Breakdown FY 26/27:

Current Lease Agreement	\$4810.00
Current Maintenance Agreement (\$705/mo) - printing overages not included	\$8460.00
TOTAL	\$13,270
 Return of the current equipment fees paid to UBEO (one-time cost)	 \$3,600.00
Documentation fee for 2 lease agreements (one-time cost)	\$190.00
Annual Lease Agreement (\$735/mo for 3 copiers)	\$8,820.00
Annual Maintenance Agreement (estimated based on high average print count for 3 copiers)	\$6,000.00
TOTAL 26/27 FY Budget Impact	\$18,610.00
 26/27 FY Budget Increase Requested	 \$5,340

Fiscal Impact:

Increase 26/27 FY General Fund \$5,340

Action Requested:

Motion to approve Resolution No. 26-6560, Authorizing the mayor to execute a Lease Agreement through Leaf Capital Funding, LLC for three Kyocera multifunction copiers and enter into a Maintenance Agreement with Forest Office Equipment

Attachments:

1. 26-6560
2. Forest Office Equipment - Kyocera Proposal
3. Forest Office Equipment - Maintenance Agreement
4. Forest Office Equipment - Lease Agreement

RESOLUTION NO. 26-6560
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO EXECUTE A LEASE AGREEMENT THROUGH
LEAF CAPITAL FUNDING, LLC FOR THREE KYOCERA MULTIFUNCTION COPIERS
AND ENTER INTO A MAINTENANCE AGREEMENT WITH FOREST OFFICE EQUIPMENT

WHEREAS, the City of Susanville utilizes multifunction copier equipment to support daily administrative and public safety operations at City Hall and the Susanville Police Department; and

WHEREAS, the City's existing fleet of copiers has reached the end of their lease terms and are approaching or have exceeded the manufacturer's warranty periods; and

WHEREAS, replacing the aging copier fleet will improve operational efficiency, provide enhanced document management capabilities, and ensure continued reliable service for City staff and the public; and

WHEREAS, the proposed replacement includes one (1) Kyocera multifunction copier for the Susanville Police Department and two (2) Kyocera multifunction copiers for City Hall; and

WHEREAS, the City has obtained pricing from two different vendors including local business Forest Office Equipment; and

WHEREAS, Forest Office Equipment through the OMNIA Partners cooperative purchasing program, a competitively solicited and publicly bid cooperative procurement contract, allowing the City to procure the equipment in compliance with its Purchasing Policy while achieving competitive pricing and administrative efficiencies; and

WHEREAS, the City desires to enter into a maintenance and service agreement with Forest Office Equipment, a local authorized Kyocera dealer and service provider, to provide preventative maintenance, repairs, and ongoing support for the new copier fleet; and

WHEREAS, utilizing a local service provider will provide timely maintenance, minimize equipment downtime, and ensure continued operational reliability for City departments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville as follows:

1. The City Council hereby authorizes the acquisition of one (1) Kyocera multifunction copier for the Susanville Police Department and two (2) Kyocera multifunction copiers for City Hall through the OMNIA Partners cooperative lease contract and authorizes the City to enter into a lease agreement for the three (3) Kyocera multifunction copiers; and
2. The City Council hereby authorizes the City to enter into a maintenance and service agreement with Forest Office Equipment for the maintenance and support of the leased copier equipment; and
3. The Mayor is hereby authorized and directed to execute the lease agreement, maintenance agreement, and any other documents necessary to implement this Resolution, subject to approval as to form by the City Attorney; and

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4. The Finance Director is hereby authorized to increase the budget in an amount not to exceed \$6,000 and make any necessary budget modifications to implement the lease and maintenance agreements and to ensure sufficient appropriations are available for the associated expenditures.

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 August 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



FOREST OFFICE EQUIPMENT



720 Main Street ~ Susanville, CA 9613

(530) 257-4330 ~ Fax (530) 257-7994

Copier / Solutions Proposal

Kyocera MZ7001ci = Admin Upstairs

Kyocera MZ4001ci = Police Department

Kyocera MZ7001ci = City Hall Down Stairs

Proposed to:
City Of Susanville



FOREST
OFFICE
EQUIPMENT

Neil ReBell
OWNER - SALES

Susanville **530.257.4330**

Reno **775.451.9295**

Cell **530.310.0001**

Fax **530.257.7994**

SALES@FORESTOFFICE.COM
WWW.FORESTOFFICE.COM

KYOCERA
Document Solutions
AUTHORIZED DEALER



All Prices Are Pre-Bid
With

OMNIA[®]
P A R T N E R S

Pre-Bid Contract Pricing
Contract # R241203



Thank you for considering Forest Office Equipment for your Equipment, Software Solutions & Same Day Service Provider. I wanted to make sure I was able to go over some key features when choosing to partner with Forest Office Equipment....

1. Service Calls

- All copiers are brand new, reducing the amount of service calls and down time.
- Same day response on all service calls.
- All parts for these copiers are in stock, so there is minimal down time.
- 3 local service technicians, 2 certified on all Kyocera models (see attached Certificates)
- Kyocera along with a Service contract, will warranty the copier for the life of the lease.
- 1 Blanket Per Copy Maintenance contract charged monthly.
- **No annual Increase on maintenance charges for 5 years.** Some companies increase every year!

2. Copier Key Features

- All Document feeders are dual scan, scanning both sides at 1 time reducing jams.
- All color copiers are up to 1200 x 1200 DPI color. This is at full speed.
- Most competitors 1200 x 1200 are at a reduced speed.
- Kyocera, again, has won another Top Reliability Award. (see attached Award)
- Out of all copiers tested, it tested excellent at 1 jam per 133,929 copies.

3. Available Software Solutions

- Award Winning Software Solution. (Available for print follow and personal copier tile access)
- Pin Point Scan for easy scan to folder.
- Print follow, color cost control, Teaching Assistant, Active directory, scan and fleet management.
- Kyocera Cloud Print & Scan, Server less Printing & Scanning

4. Savings

We only charge 4.5% tax on maintenance contracts. This will **save 2.75% on monthly maintenance bills.**

- The Pre Bid program insures the best prices on the market.
- This Purchasing program is built for on Profit and takes care of all bid requirements.
- No Yearly Increase on Maintenance.
- **3 Tier Color at 3, 5 or 7 cent per color**

5. Form Printing

All Machines come with form printing.

No need to purchase pre printed forms. Also will save on the shipping of the forms. The last bill had \$1,080.31 in shipping.

One print will produce the for as well as the Information.



KYOCERA

Continues to Shine



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



PREVIOUS AWARDS



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



KYOCERA TASKalfa 3253ci
Outstanding 32ppm Color Copier MFP



KYOCERA TASKalfa 4053ci
Outstanding 40ppm Color Copier MFP



KYOCERA TASKalfa 6053ci
Outstanding 60ppm Color Copier MFP

RECIPIENTS OF THE CONVERTED A3 LINE OF THE YEAR!

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

Location = Upstairs Admin



MZ7001ci Color MFP



Key Features:

- 1200 X 1200 dpi printing up to 70 color & 70 B&W Per Minute
- 10.1" Customizable Color Touch Screen with Intuitive, Tablet-Like Usability
- 320 Sheet DSDP with Multi-Feed + staple detection
- Up to 200 Scans to PC & E-mail Per Minute, Scan To And Print From USB Flash Drive, google Drive, Drop Box and more
- 1x 500 Sheet Paper Tray (Adjustable to 8 1/2 x 14)
- 1x 500 sheet Paper Tray (Adjustable to 12 x 18)
- 2x 1,500 Sheet Letter size Paper Drawers
- 4,000 Sheet Finisher will Staple, Collate & Offset, Hole Punch & staples up to 65 sheets
- 150 Sheet MP Tray Handles Up To 110 LB. Card Stock, Envelopes, Transparencies, Labels & More
- 320 gig Hard Drive For Document Storage & Private Print
- Software programs for Archiving & Scanning
- Standard Wired Network Card
- Wireless and Wi-Fi Direct Capability (Optional)
- e-fax ready



OMNIA[®]

PARTNERS

Pre-Bid Contract Pricing

Contract # R241203

Financial Options

63 FMV Lease = \$275.00 each

or

Purchase = \$13,826.04 each

pricing does not include taxes

Maintenance Contract:

3 Tier Color prints as low as 3 Cents

Black Prints are .009

This will cover all toner, Parts, Labor & Warranties.

(Please see attached Maintenance contract)

Location = Police Department



MZ4001ci Color MFP

Key Features:

- 1200 X 1200 dpi printing up to 40 color & 40 B&W Per Minute
- 10.1" Customizable Color Touch Screen with Intuitive, Tablet-Like Usability
- 320 Sheet DSDP with Multi-Feed + staple detection
- Up to 200 Scans to PC & E-mail Per Minute, Scan To And Print From USB Flash Drive, google Drive, Drop Box and more
- 1x 500 Sheet Paper Tray (Adjustable to 8 1/2 x 14)
- 1x 500 sheet Paper Tray (Adjustable to 12 x 18)
- 2x 1,500 Sheet Letter size Paper Drawers
- 500 Sheet Finisher will Staple, Collate, Offset, Punch & Staples up to 50 sheets
- 150 Sheet MP Tray Handles Up To 110 LB. Card Stock, Envelopes, Transparencies, Labels & More
- 320 gig Hard Drive For Document Storage & Private Print
- Software programs for Archiving & Scanning
- Standard Wireless and Wi-Fi Direct Capability (Optional)
- e-fax ready



OMNIA[®]
P A R T N E R S
Pre-Bid Contract Pricing
Contract # R241203

Financial Options

63 FMV Lease = \$185.00 each
or
Purchase = \$9,301.15 each
pricing does not include taxes

Maintenance Contract:

3 Tier Color prints as low as 3 Cents
Black Prints are .009
This will cover all toner, Parts, Labor & Warranties.
(Please see attached Maintenance contract)

Location = Downstairs

KYOCERA MZ7001ci Color MFP

Key Features:

- 1200 X 1200 dpi printing up to 70 color & 70 B&W Per Minute
- 10.1" Customizable Color Touch Screen with Intuitive, Tablet-Like Usability
- 320 Sheet DSDP with Multi-Feed + staple detection
- Up to 200 Scans to PC & E-mail Per Minute, Scan To And Print From USB Flash Drive, google Drive, Drop Box and more
- 1x 500 Sheet Paper Tray (Adjustable to 8 1/2 x 14)
- 1x 500 sheet Paper Tray (Adjustable to 12 x 18)
- 2x 1,500 Sheet Letter size Paper Drawers
- 4,000 Sheet Finisher will Staple, Collate & Offset, Hole Punch & staples up to 65 sheets
- 150 Sheet MP Tray Handles Up To 110 LB. Card Stock, Envelopes, Transparencies, Labels & More
- 320 gig Hard Drive For Document Storage & Private Print
- Software programs for Archiving & Scanning
- Standard Wired Network Card
- Wireless and Wi-Fi Direct Capability (Optional)
- e-fax ready



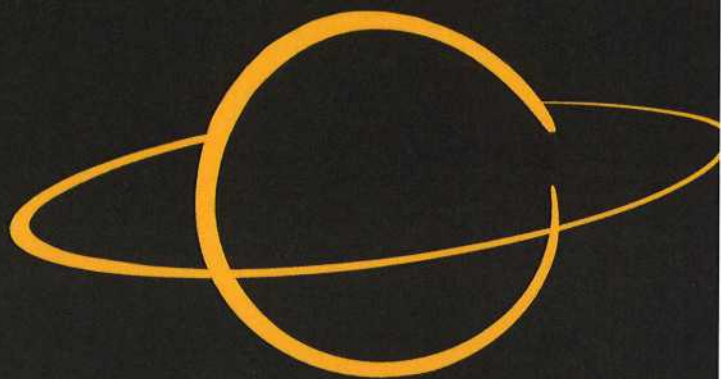
OMNIA[®]
PARTNERS
Pre-Bid Contract Pricing
Contract # R241203

Financial Options

63 FMV Lease = \$275.00 each
or
Purchase = \$13,826.04 each
pricing does not include taxes

Maintenance Contract:

3 Tier Color prints as low as 3 Cents
Black Prints are .009
This will cover all toner, Parts, Labor & Warranties.
(Please see attached Maintenance contract)



The sky's the limit.

Kyocera's EvolutionNext Series of A3 cloud-ready MFPs with AI-driven scanning and sustainable design make digital processes simple and efficient.



Kyocera EvolutionNext Series



A3 color, copy, print, scan and fax

Cloud connectivity ready to go out of the box

Up to 70 pages per minute

1200x1200 dpi with advanced finishing

Suitable for large workgroups

Contents

1. Contents	2
2. Your Challenges, Our Solutions	3
3. Cloud Ready for Complete Control	4
4. Taking Productivity Further	6
5. Streamlined User Experience	6
6. Print in Flying Colors	7
7. Evolving for the Future	8
8. Security by Design	9
9. Finish Projects In-House	10
10. Specifications at a Glance	11
11. TASKalfa MZ7001ci Series at a Glance	12

Your Challenges, Our Solutions



Cloud Ready for Complete Control

These devices aren't just cloud-ready, they're cloud-active. With integration with our cloud suite, you can integrate freely.



Taking Productivity Further

Features such as handwriting enhancement combine with long-life drum of up to 600,000 impressions to enhance productivity.



Streamlined User Experience

Simple and efficient, with pre-installed cloud solutions and print integration via KX Driver makes these devices straightforward to use.



Print in Flying Colors

Kyocera's Tiered Color System puts you in control of your color outputs so that you only pay for what you use.



Sustainable Evolution

Maximize sustainability and minimize costs with our long-lasting drums and toner recycling which allows you to reuse toner for waste.



Security by Design

Meet stringent requirements including the highest level of government certification with FIPS 140-3 to keep your information safe and secure.



Finish Projects In-house

From Z-folding to hole-punching, the wide range of finishing options mean that you can bring finishing in-house.



Cloud Ready for Complete Control



Devices come with pre-installed cloud based software solutions that are easily accessible through the digital cloud platform on the panel. These solutions enable you to simplify your digital transformation journey through data capture, sorting of data, and print management of your devices without high costs or complexity.



Print Control

Save money and resources with Kyocera Cloud Print and Scan (KCPS) by eliminating on-premise servers while ensuring optimal security at all times.



Capture

Shift to a smarter workplace by digitizing, labeling and indexing documents at your device with Kyocera Cloud Capture (KCC) to streamline workflows.



Management

Securely access and control documents for maximum efficiency in hybrid work environments with Kyocera Cloud Information Manager (KCIM).

Remotely Handle Print and Scan

When it comes to output, it's important to ensure secure and cost-efficient management of print and scan to be able to handle these processes remotely. Mobile print and scan allows you to reduce costs by optimizing print usage and avoiding waste through a tool like Kyocera Cloud Print and Scan (KCPS).

- + Add print quotas in sectors such as education to ensure that administrators can optimize print usage and reduce waste.
- + Facilitate hybrid work or work across numerous locations, such as in construction or retail, where printing is needed on the go.
- + Access documents off-site and facilitate mobile access to data wherever you might be.



Capture to the Cloud

A cloud document management solution, Kyocera Cloud Capture (KCC) is a scalable, secure storage and organization tool for all hard copy and electronic files in a single location with daily backup. Available with a free 1-year trial, you can index documents with metadata assigned to each file to allow for easier searching and eSignature tools.

- + Finance teams can manage invoices efficiently with search and eSignature to ensure on-time payments and to meet audit requirements without hassle.
- + Digitize paper-based employee records for HR teams to support the talent lifecycle management.
- + Handle a vast number of critical documents and facilitate the easy tracking of files.



Process Data Efficiently

Manage documentation and data to facilitate the search and recovery system through a keyword search functionality, saving time in locating data and documents, while applying strict access permissions and automated workflows. Kyocera Cloud Information Manager (KCIM) is factory-installed and available at a low initial cost with no server requirements.

- + Automate the lifecycle of contracts and invoices by limiting user access and assigning ownership directly to owners to ensure a fluid process.
- + Collaborate across work locations, whether remote, in-person or hybrid, by sharing documents and data.
- + Store customer records securely and share data when required with other members of relevant teams.



Taking Productivity Further

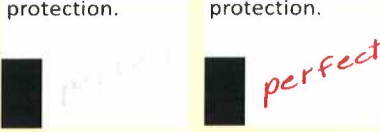
The TASKalfa MZ7001ci Series drives efficiency further by ensuring that documents can be scanned and processed into the cloud with accuracy.



Image Defect Prevention
Automatically detects and corrects issues like smudges, streaks, or distortions in scanned or printed images, ensuring high-quality output.



ID Card Scan/Copy
Captures both sides of an ID card in a single scan and arranges them on one page for easy printing or digital storage.



Handwriting Enhancement
Improves the clarity and legibility of handwritten text in scanned documents, making notes, forms, and signatures more readable.



Tilted Document Correction
Automatically straightens scanned documents that were captured at an angle, improving readability and presentation.



Super Resolution
Enhances low-resolution images or scanned documents using AI-powered upscaling to improve sharpness and detail.



Multiple Cropping
Detects and extracts multiple sections from a single scanned page, saving them as separate files for convenience.

Streamlined User Experience

In addition to pre-installed cloud solutions and a modern user interface, the TASKalfa MZ7001ci Series incorporates seamless integration with OAuth 2.0, enabling secure authentication for cloud-based printing services. With support for Microsoft Universal Print and Windows Protected Print, it ensures a modern and secure printing experience across environments.

Print in Flying Colors

Our award-winning A3 lineup has been recognized by BLI as the **Most Color Consistent A3 Brand Award** with good reason, as our products produce high-quality and low-cost color printing.

Using five years of results from testing devices across the industry, our devices were chosen as the most color consistent from hundreds of thousands of prints.



Tiered Color System

Kyocera's Tiered Color System uses firmware within our devices to measure usage levels for each document you print, so that you only pay for the color you use.



Color Optimizer

Select your desired color match from our color matrix, and our KX driver will use those RGB values to maximize color output to the preferred hue and lightness.



Fiery Print Software

Using industry-standard color profiles, Fiery ensures that there's an optimized color match to meet your expectations from the screen to the printed document.

With
flexibility to
match your
needs



Print across media types

The TASKalfa MZ7001ci Series can print across cardstock, coated, envelope, index tab dividers, labels, letterhead, plain, and recycled media.



And across sizes

Whatever the size you need, we've got it covered. From traditional sizes up to 12"x18" right through to banner sizes up to 12"x48", it's covered.

Evolving for the Future

At Kyocera, we firmly believe in doing the right thing as a human being for the world around us. Building upon these foundations, we seek to keep costs low and keep sustainability levels high across the board, through four main approaches:



Long-Lasting Drum

A Kyocera device has a drum life of up to 600,000 images, which is up to three times more than other manufacturers. Rather than needing to replace a solution's drum between one and three times through its lifecycle, you can reduce downtime and waste by counting on Kyocera technology.

Toner Lock Technology

Research shows that up to 10-15% of toner is wasted by being thrown away too early. Toner lock technology minimizes waste as toner automatically opens to make the toner replacement process easy and straightforward.

Toner Recycling

In addition to our ECO footPRINT™ Toner Recycling Program, black toner cartridges can be reused as waste toner collection units, recycling and ensuring that your device creates as little waste as possible.

Made from Recycled Materials

30% of plastics used in Kyocera products are recycled, and more than 99% of the total plastic can be recycled, ensuring that your footprint is kept to a minimum and environmental impact is limited.

Security by Design

Our security processes are drawn up to safeguard your data from start to finish on its journey through your workflows. With ISO Certifications for our design and manufacturing processes, your devices come secure from the very moment of conception right through to end-of-life care.

Guarded Access

Limit access to information only to those who need it, with tools like OAuth 2.0, IP filtering, secure print release, Wi-Fi Direct, LDAP, SMTP Authentication and encrypted PDF creation.

Secure Communication

Using HTTPS, TLS 1.3 and SMB 3.1.1 among others, we keep IPPS printing over TLS with SCEP certificate enrollment so that every step of the way is secure.

Protected Data Storage

Keep data under lock and key with AES 256 data encryption, certified by FIPS 140-3, IEEE 2600, HCD-PP and IEC-15408 as well as common criteria with HDD overwrite and trusted platform module.

Advanced Management

Three preset security level configurations ensure secure remote fleet management, with SNMP v3 and SIEM/Syslog monitoring, alongside secure boot and run time integrity checks.



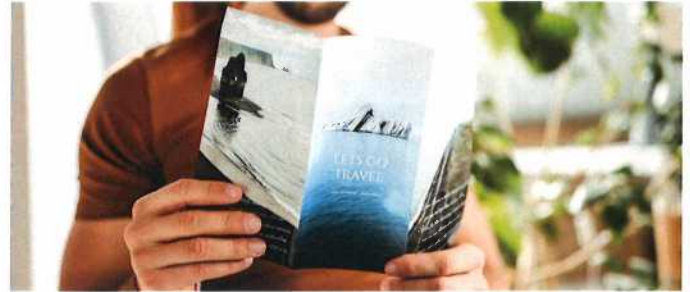
Finish Projects In-House

A wide range of finishing options keeps your print jobs handled in-house.

Booklets

With the BF-9100 you'll have your new best friend when it comes to printing booklets, for uses which could include:

- + Product catalogs or brochures can be presented professionally
- + Event programs for open houses, productions or conferences can include all of the key details.



Z-fold

Take your 11" x 17" documents and fold them into 8.5" x 11" to have an opportunity to combine graphics and text.

- + Z-folds are a great way to present engineering schematics.
- + Multiple panels of a z-fold brochure provide ample space for images, graphics, and text, allowing for creative and engaging designs.

Inserter

This presence of two trays enables users to feed pre-printed pages as potential front or back covers or sheet inserts.

- + Avoids the need for pre-printed sheets to go through the high-temperature fusing process at the MFP.
- + Your pre-printed sheets won't get destroyed or melted.



Hole punch

Using the PH-7A or PH-7100, you can punch two or three holes and ensure ease of use of your document, including:

- + Reports, particularly on financial performance, which are going into a full binder for record keeping.
- + Training manuals and procedure guides which are stored and regularly updated.

Stapler

Ideal for your documents, staplers varied between 50 and 100 sheets give you the option for items like:

- + Medical packs including prescriptions, patient documents and other confidential documentation.
- + Combining multiple invoices or receipts for repeat customers or large events with multiple invoices.



Specifications at a Glance

	TASKalfa									
	Color						Black & White			
	MZ2501ci	MZ3501ci	MZ4001ci	MZ5001ci	MZ6001ci	MZ7001ci	MZ400li	MZ500li	MZ600li	MZ700li
	25/25	35/35	40/40	50/50	60/60	70/70	40	50	60	70
Pages Per Minute		✓			✓				✓	
Copy		✓			✓				✓	
Print		✓			✓				✓	
Scan		✓			✓				✓	
Optional Fax		✓			✓				✓	
Cloud Ready Solutions: KCC, KCIM*, KCPS**		✓			✓				✓	
Artificial Intelligence: Confidential Document Guard Image Defect Prevention Handwriting Enhancement Super Resolution		✓			✓				✓	
Control Panel: Full Color 10.1" Touch Screen Interface		✓			✓				✓	
Print Resolution: Unenhanced: 1200 x 1200 dpi Enhanced: 4800 x 1200 dpi		✓			✓				✓	
Internal Finishing: 1) 500 Sheet Internal Finisher 2) Punch Unit 3) Job Separator 4) Inner Shift Tray		✓			✓				✓	
Memory: 4GB Standard		✓			✓				✓	
Drum Yield: Up to 6000,000 Images		✓			✓				✓	
Connectivity: Ethernet and 2.4GHz/5GHz multi-band Wi-Fi		✓			✓				✓	
Document Processor: Up to 320 sheets		✓			✓				✓	
Staple Detection		✓			✓				✓	
External Finishing: Max Sheets/Max Stapled Sheets		✓			✓				✓	
1,000/50		✓			✓				✓	
4,000/65		✓			✓				✓	
4,000/100		✓			✓				✓	
#Booklets & Trifold Unit Options		1			2				2	
Punch Unit Option		✓			✓				✓	
7-Bin Mailbox Option		✓			✓				✓	
Insert Unit Option						✓				✓
Z-Fold Unit Option						✓				✓
Fiery Printing System Option		N/A			Available				N/A	
Drum Type		Organic Photoconductor (OPC) Drum***			Amorphous silicon photoreceptor (A-si) Drums****					
Toner Yield		Cyan, Magenta, Yellow: 20,000 pages Black: 30,000 pages		Cyan, Magenta, Yellow: 24,000 pages Black: 40,000 pages				Black: 40,000 pages		

KCC pre-installed on the device; 1-year free trial.

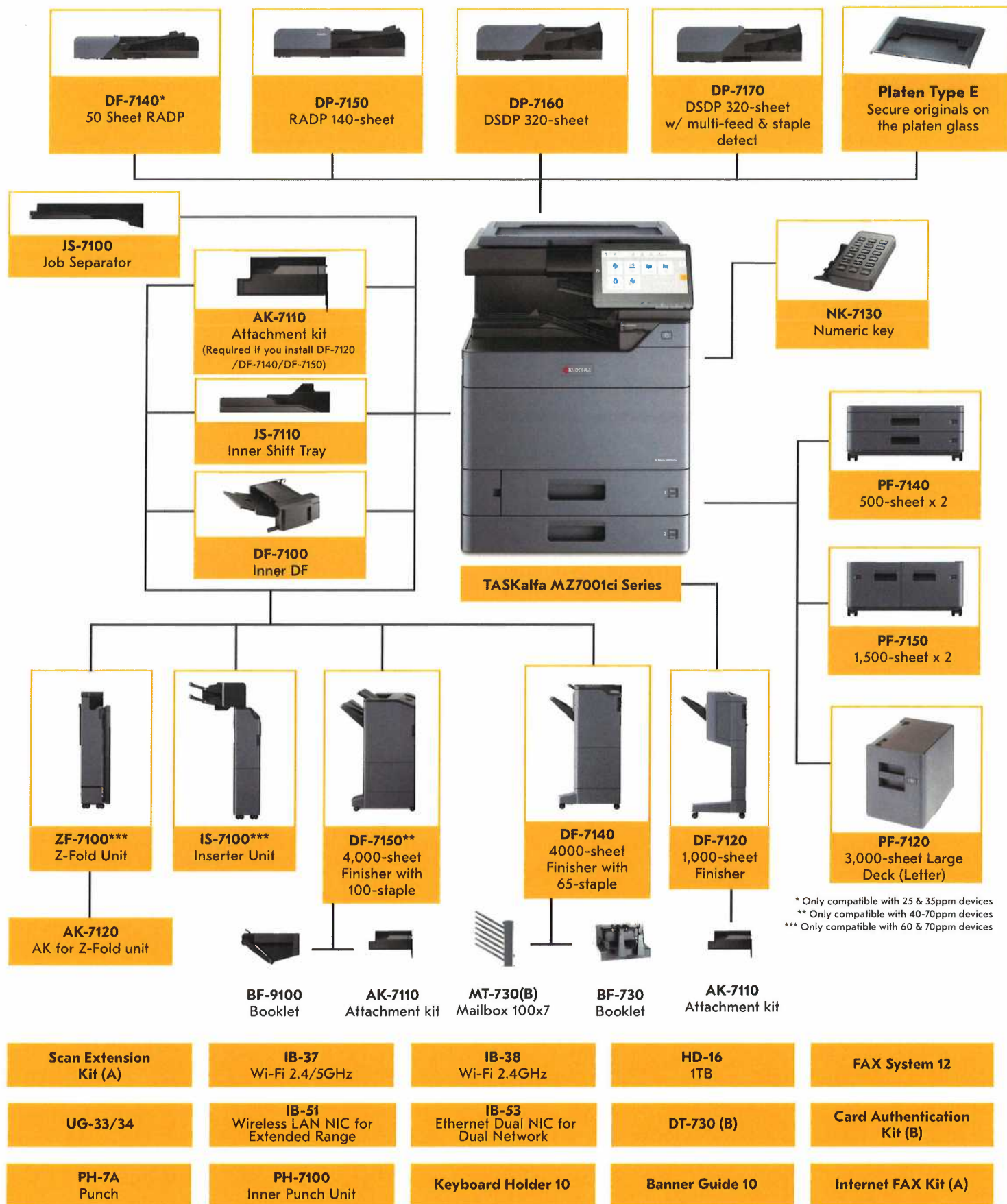
*KCIM pre-installed on the device; must purchase a license to activate.

**KCPS pre-installed on the device; must purchase a license to activate.

***OPC drums translate the laser image into a printable form on the page.

****a-Si drums are long-lasting with a high resolution, which allows for high definition imaging and is resistant to solvents as well as high temperatures

TASKalfa MZ7001ci Series at a Glance





ECO footPRINT Toner Recycling Program

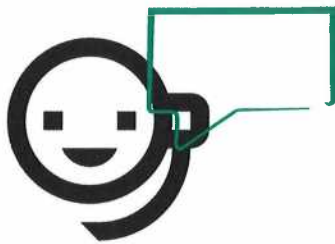
Free Boxes & Shipping

A simple and sustainable,
waste-free solution for
responsible disposal.

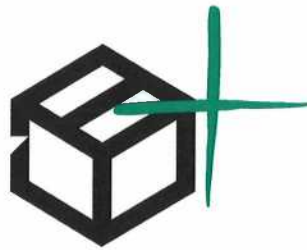


Businesses today are looking for ways to lower their impact on the environment, to work cleaner, smarter, and more responsibly. Kyocera's ECO footPRINT™ Toner Recycling Program offers our customers a way to do just that, taking all the effort out of recycling empty Kyocera toner containers.

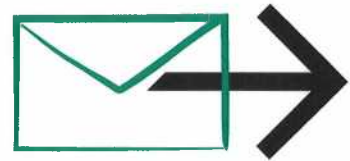
How it works



Contact your authorized Kyocera dealer
within the 50 States to have a toner
recycling box delivered to your door.



Add Kyocera empty & waste toner
containers until the box is full.



Seal & send.

To ensure a sustainable business ecosystem, we all have a part to play in protecting the environment around us.



Where it all goes

It might be easier to say where it doesn't go... to the landfill. That's right. 100% of every recycled Kyocera toner container is transformed into useful objects that serve a necessary function. Our partners at Close the Loop are able to repurpose the materials into items like pens, park benches, and even asphalt!

Commitment to the Environment

We are fully committed to minimizing our impact on the environment, and our history shows it. Kyocera was built on the principles of community and responsibility and has worked hard to stay true to those principles since our founding in 1959. Today, we continue to search for eco-friendly innovations and pursue responsible approaches in every aspect of our company, from our processes to our products.



ECOSYS Technology

Separating the toner from the long-life ceramic drum reduces waste to landfill



Eco-friendly Packaging

Recyclable packaging that minimizes the use of Styrofoam



Energy Saving Toner

With a lower melting point, our toner requires less energy to apply to paper



Innovative Waste Toner System

Empty toner containers become waste toner containers, which are also recyclable

Contact your authorized Kyocera Dealer within the 50 States, and let's get started!

ECO footPRINT and the ECO footPRINT logo are trademarks of the KYOCERA Companies.

Program and Policies are subject to change at any time.



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

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The Kyocera Tiered Color System Advantage

More color. Less costs.



TIERED COLOR SYSTEM

Are cost concerns deterring you from color printing? Kyocera's unique Three-Tiered Color System is the solution you've been looking for!

Only pay for the color you use!

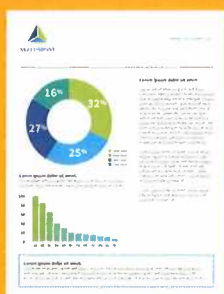
3 Cent Color



SIMPLE COLOR
Low Coverage

A color company logo on black and white correspondence.

5 Cent Color



BUSINESS COLOR
Medium Coverage

Printing graphs and charts becomes much more efficient.

7 Cent Color



CREATIVE COLOR
High Coverage

Color-rich collateral such as brochures and presentations.

Bring affordable color printing to your office

Business color printing customized to fit your needs

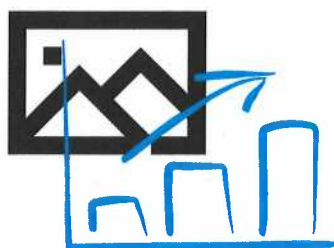
Finally, a solution that revolutionizes the way you pay for color printing.

- + Kyocera technology puts you in control by defining your color levels based on your documents. You only pay for the color you use!
- + Why pay the same amount for a full page of color if you're only including a simple logo? Do you find that much of what you print on your color device is in black and white? It's time to pay for the color ink you actually use to optimize costs.
- + Kyocera's unique Three-Tiered Color System can help you control your costs by evaluating each document to determine whether it is a simple text document with a color company logo, a full color document or somewhere in between, and charging accordingly.

Efficiency meets simplicity.



Works seamlessly with Kyocera color MFPs and printers, offering excellent color within your budget.



Print impactful documents with a splash of color or vibrant full coverage to get your message across at a lower cost per page, based on tiered billing.



Reduce the cost of your color printing by evaluating whether you are printing a simple text document with a color company logo or a full color document.

For more information on how Kyocera's Three-Tiered Color System can bring affordable color printing to your office, please contact Kyocera Document Solutions America, Inc.



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

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

Maintenance Agreement

CUSTOMER NAME

City Of Susanville

BILLING ADDRESS

66 North Lassen Street, Susanville , CA 96130

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

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

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

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

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

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

Model Make: Kyocera **Model Number:** _____ **Serial No.** _____ **ID#** _____

Start Count Color : 0 **Start Count Black:** 0

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

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

B&W Monthly Base Payment \$ 0.00 **Includes** 0 **Copies**

B&W Overage Charge Per Month Over 0 **= \$** .009 **Per Print**

Tier 1 Color Monthly Base Payment \$ 0.00 **Includes** 0 **Copies**

Tier 1 Color Overage Charge Per Month Over 0 **= \$** .03 **Per Print**

Tier 2 Color Monthly Base Payment \$ 0.00 **Includes** 0 **Copies**

Tier 2 Color Overage Charge Per Month Over 0 **= \$** .05 **Per Print**

Tier 3 Color Monthly Base Payment \$ 0.00 **Includes** 0 **Copies**

Tier 3 Color Overage Charge Per Month Over 0 **= \$** .07 **Per Print**

Customer Signature _____ **Date** _____

FOE Accepted by [Signature] **Date** _____



LEASE AGREEMENT

LESSEE LEGAL NAME: City Of Susanville		Telephone No: 5302525112	
Billing Address:		Equipment Location (if other than Billing Address): 66 North Lassen Street, Susanville, CA 96130	
EQUIPMENT DESCRIPTION: (indicate quantity, new or used and include make, model, serial # and all attachments – see below and/or attached Schedule A)			
Unit Quantity	Description of Equipment Leased	Make and Type	Model Number
	Kyocera MZ7001ci, MZ4001ci Color MFP	Kyocera Color MFP	MZ7001ci, MZ4001ci
BASE TERM IN MONTHS <u>63</u>	TOTAL NUMBER OF LEASE PAYMENTS <u>63 @ \$460.00</u> (plus taxes)	END OF LEASE PURCHASE OPTION	
		☒ Fair market value, plus taxes	
		☐ 10% of Equipment cost, plus taxes	
		☐ \$1.00, plus taxes	
		(FMV unless another option is selected. You may not exercise a purchase option if you are in default. If you exercise a purchase option we will convey all of our right, title and interest in such Equipment to you on an AS-IS WHERE IS without warranty.)	
		(a) Advance Payment: \$0.00	
		(b) Security Deposit: \$0.00	
		(c) Documentation Fee: \$95.00	
		Total due a + b + c =: \$95.00	

****If more than one lease payment is required as an Advance Payment, the balance will be applied to lease payments in inverse order, starting with the last lease payment. Your obligation to pay all amounts and perform all other obligations is non-cancellable, absolute, unconditional and not subject to abatement, set-off or defense.**

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

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

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

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

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

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

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

7. INSURANCE, RISK OF LOSS: You bear all risk of loss or damage to the Equipment from its order until it is returned in the required condition or purchased by you ("Risk Period"). During the Risk Period you will maintain property and liability insurance on the Equipment acceptable to us, naming us loss payee and additional insured. If you do not provide us with proof of such insurance, we may secure insurance on the Equipment to cover

our interests (and only our interests). If we obtain such insurance, you will pay us an additional amount for the cost of it and an administrative fee, the cost of which may be more than the cost to obtain your own insurance and on which we may make a profit.

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

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

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

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

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

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

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

ACCEPTED BY LESSEE: City Of Susanville	Print Name: _____	Title: _____
X _____	E-Mail Address: _____	Date: _____
Lessee Authorized Signature	Tax ID Number: _____	

PERSONAL GUARANTY: Undersigned guarantees that Lessee will make all payments and perform all other obligations under the Lease when due. Undersigned agrees that this is a guaranty of payment and not of collection, and that we can proceed directly against undersigned without first proceeding against Lessee or the Equipment. Undersigned also waives all suretyship defenses and notification if the Lessee is in default and consents to any extensions or modifications granted to Lessee. Undersigned will pay us all expenses (including attorneys' fees) we incur in enforcing our rights against undersigned or Lessee. If more than one person signs this guaranty, each agrees that his/her liability is joint and several. Undersigned authorizes us and our affiliates to obtain credit bureau reports and make inquiries regarding undersigned's personal credit. **You consent to jurisdiction in the State or Federal courts in Pennsylvania and expressly waive any right to a trial by jury.**

SIGNED X _____ Print Name: _____ E-Mail Address: _____

Accepted by: _____ Title: _____ Date: _____
LEAF Capital Funding, LLC By: _____



State and Local Government Addendum

Reference: **Application No. 1128036**

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

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

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

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

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

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

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

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

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

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

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



LEASE AGREEMENT

LESSEE LEGAL NAME: City Of Susanville		Telephone No: 5302525112	
Billing Address:		Equipment Location (if other than Billing Address): 66 North Lassen Street, Susanville, CA 96130	
EQUIPMENT DESCRIPTION: (indicate quantity, new or used and include make, model, serial # and all attachments – see below and/or attached Schedule A)			
Unit Quantity	Description of Equipment Leased	Make and Type	Model Number
1	Kyocera MZ7001ci Color MFP		MZ7001ci
BASE TERM IN MONTHS <u>63</u>	TOTAL NUMBER OF LEASE PAYMENTS <u>63 @ \$275.00</u> (plus taxes)	END OF LEASE PURCHASE OPTION	
		☒ Fair market value, plus taxes	
		☐ 10% of Equipment cost, plus taxes	
		☐ \$1.00, plus taxes	
		(FMV unless another option is selected. You may not exercise a purchase option if you are in default. If you exercise a purchase option we will convey all of our right, title and interest in such Equipment to you on an AS-IS WHERE IS without warranty.)	
		(a) Advance Payment:	\$0.00
		(b) Security Deposit:	\$0.00
		(c) Documentation Fee:	\$95.00
		Total due a + b + c =:	\$95.00

****If more than one lease payment is required as an Advance Payment, the balance will be applied to lease payments in inverse order, starting with the last lease payment. Your obligation to pay all amounts and perform all other obligations is non-cancellable, absolute, unconditional and not subject to abatement, set-off or defense.**

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

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

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

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

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

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

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

7. INSURANCE, RISK OF LOSS: You bear all risk of loss or damage to the Equipment from its order until it is returned in the required condition or purchased by you ("Risk Period"). During the Risk Period you will maintain property and liability insurance on the Equipment acceptable to us, naming us loss payee and additional insured. If you do not provide us with proof of such insurance, we may secure insurance on the Equipment to cover

our interests (and only our interests). If we obtain such insurance, you will pay us an additional amount for the cost of it and an administrative fee, the cost of which may be more than the cost to obtain your own insurance and on which we may make a profit.

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

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

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

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

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

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

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

ACCEPTED BY LESSEE: City Of Susanville

X	Print Name: _____	Title: _____
	E-Mail Address: _____	Date: _____
	Lessee Authorized Signature	
	Tax ID Number: *****	

PERSONAL GUARANTY: Undersigned guarantees that Lessee will make all payments and perform all other obligations under the Lease when due. Undersigned agrees that this is a guaranty of payment and not of collection, and that we can proceed directly against undersigned without first proceeding against Lessee or the Equipment. Undersigned also waives all suretyship defenses and notification if the Lessee is in default and consents to any extensions or modifications granted to Lessee. Undersigned will pay us all expenses (including attorneys' fees) we incur in enforcing our rights against undersigned or Lessee. If more than one person signs this guaranty, each agrees that his/her liability is joint and several. Undersigned authorizes us and our affiliates to obtain credit bureau reports and make inquiries regarding undersigned's personal credit. **You consent to jurisdiction in the State or Federal courts in Pennsylvania and expressly waive any right to a trial by jury.**

SIGNED X _____ Print Name: _____ E-Mail Address: _____

Accepted by: LEAF Capital Funding, LLC By: _____ Title: _____ Date: _____



State and Local Government Addendum

Reference: **Application No. 1128035**

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

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

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

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

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

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

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

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

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

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

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

**Agenda Item No. 9.B.
Standard Workflow**

City Council Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: August 5, 2026

Subject: Consider **Resolution No. 26-6561**, Authorizing the Mayor to execute a Lease Agreement through FP Finance for a folding machine

Presented By: Chandra Jabbs, Acting City Manager/Finance Director

Summary: The City's current folding machine is utilized to process utility bills, utility notices, payroll documents, notices, and other official City correspondence. The existing equipment has reached the end of its useful life and has become increasingly unreliable due to its age. As maintenance needs continue to increase, the risk of equipment failure and interruptions to critical City operations also increases. To ensure the continued efficient processing of City mailings and official documents, staff recommends replacing the existing folding machine with a new unit from Forest Office Equipment through a lease agreement with FP Finance. Leasing the equipment provides the City with predictable operating costs while avoiding a significant one-time capital expenditure and ensuring access to current technology.

The proposed equipment pricing was obtained through the OMNIA Partners cooperative purchasing program, which provides competitively solicited pricing and complies with the City's Purchasing Policy. The City currently contracts with Forest Office Equipment, a local authorized service provider, for maintenance of the existing folding machine. Staff recommends continuing this relationship for the new equipment to ensure timely preventative maintenance, responsive service, and minimal equipment downtime.

Fiscal Impact: 26/27 FY increase of \$7,200, split between water and gas enterprises

Action Requested: Motion to approve Resolution No. 26-6561, Authorizing the Mayor to execute a Lease Agreement through FP Finance for a folding machine

Attachments:

1. 26-6561
2. fpi4800 Proposal and Lease City Of Susanville

RESOLUTION NO. 26-6561
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO EXECUTE A LEASE AGREEMENT THROUGH FP
FINANCE FOR A FOLDING MACHINE

WHEREAS, the City of Susanville utilizes a folding machine to efficiently process utility bills, utility notices, payroll documents, and other official City correspondence necessary for the delivery of municipal services; and

WHEREAS, the City's existing folding machine has reached the end of its useful life, is aging, and has become increasingly costly to maintain, resulting in a greater risk of equipment failure and interruptions to essential City operations; and

WHEREAS, replacing the existing folding machine with new equipment will improve operational efficiency, increase reliability, reduce downtime, and ensure the continued timely processing of City documents; and

WHEREAS, the City proposes to lease a new folding machine through FP Finance, allowing the City to maintain current technology through predictable operating costs while preserving capital resources for other municipal priorities; and

WHEREAS, the City has obtained pricing from two different vendors including local business Forest Office Equipment; and

WHEREAS, Forest Office Equipment through the OMNIA Partners cooperative purchasing program, a competitively solicited and publicly bid cooperative procurement contract, allowing the City to procure the equipment in compliance with its Purchasing Policy while achieving competitive pricing and administrative efficiencies; and

WHEREAS, the City currently contracts with Forest Office Equipment for the maintenance and service of its existing folding machine and desires to continue utilizing Forest Office Equipment, a local authorized service provider, to provide preventative maintenance, repairs, and ongoing support for the new folding machine; and

WHEREAS, utilizing a local service provider will provide timely maintenance, minimize equipment downtime, and ensure continued operational reliability for City departments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville as follows:

1. The City Council hereby authorizes the lease of a new folding machine through FP Finance utilizing pricing available through the OMNIA Partners cooperative purchasing program; and
2. The Mayor is hereby authorized and directed to execute the lease agreement and any other documents necessary to implement this Resolution, subject to approval as to form by the City Attorney; and
3. The Finance Director is hereby authorized to increase the budget to accommodate lease terms and make any necessary budget modifications to implement the lease and maintenance agreements and to ensure sufficient appropriations are available for the associated expenditures.

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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 August 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



Proposed to: City Of Susanville



FPI 4830EH



Load. Press Start. Done.

The FPI 4800 offers enhanced efficiency and robust security that stretches the value of your mailroom's folding and inserting processes. The FPI 4800 provides simple, quiet, and reliable mail production. Equipped with an easy-to-use touchscreen and a variety of features, the FPI 4800 is the perfect match for simple and complex mailroom processes.

FINANCIAL CONSIDERATIONS:

63 FMV Lease
\$525.63 Per Month
Prices do not include taxes

Maintenance Contract:

Same as current
\$100.00 per month



Neil ReBell
SALES & SERVICE
Susanville **530.257.4330**
Reno **775.451.9295**
Cell **530.310.0001**
Fax **530.257.7994**
SALES@FORESTOFFICE.COM
WWW.FORESTOFFICE.COM

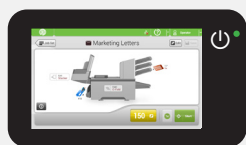
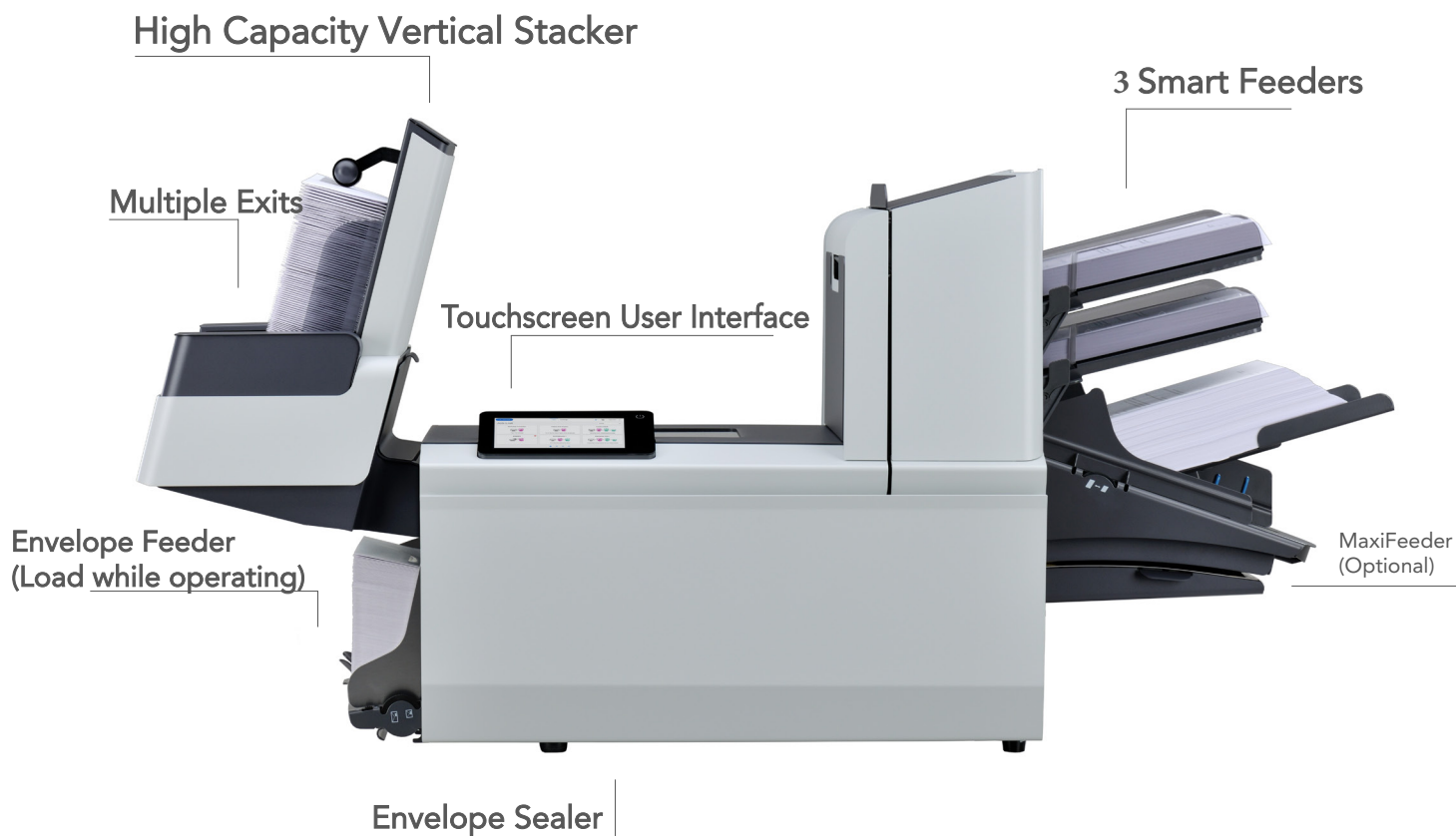

KYOCERA
Document Solutions
AUTHORIZED DEALER

FPI 4800

Folder Inserter

Load. Press Start. Done.

The FPI 4800 offers enhanced efficiency and robust security that stretches the value of your mailroom's folding and inserting processes. The FPI 4800 provides simple, quiet, and reliable mail production. Equipped with an easy-to-use touchscreen and a variety of features, the FPI 4800 is the perfect match for simple and complex mailroom processes. Smart Feeders, document reading technology, and document feed detection, which measures the thickness and length of the media in each feeder will ensure the correct documents are inserted into the correct envelopes every time. Backed by powerful capabilities and a fully customizable job set-up, the FPI 4800 is perfect for applications such as variable paged invoices and statements, letters, notices, marketing materials, one or multi-page mailings, checks, and more.



Intuitive Display

Easy-to-use 7" full color, glass touchscreen lets you intuitively control all machine functions. Automatic job setup allows you to program a job in 30 seconds, without the need for trial pieces.



Knife Fold Technology

This powerful, quiet, knife folding technology is capable of simultaneously folding up to 10 sheets of paper in half. There are 5 different fold types available: C, Z, V, Double-V and No-Fold.



Versatile and Efficient

Accumulates, collates and aligns before folding, and adapts to fit a changing workload. Customizable feeders allow the processing of documents that need folding, and inserts that do not.

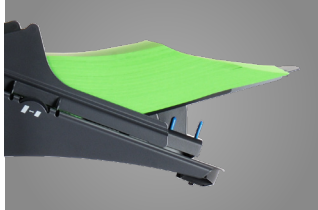
Add-ons

Optional Document Processing Solutions



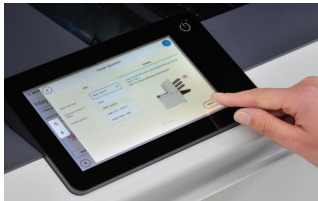
High Capacity Vertical Stacker or Side Exit Catch Tray

The High Capacity Vertical Stacker (shown on left page) stacks up to 500 finished envelopes. The Large Capacity side exit catch tray provides easy access to finished mail.



MaxiFeeder

The MaxiFeeder holds 325 Reply Envelopes and up to 1,200 sheets of paper or inserts. Enabling the FPi 4800 to take on your biggest jobs with minimal employee interaction.



Scancode Reading Options:

One hardware device reads all code types including custom codes. 1D linear barcode (BCR), 2D barcodes (Data Matrix, QR, others), and Optical Mark Recognition (OMR). No user settings are necessary when processing jobs with different code types or code print locations.



PostBase® pro DS Interface

Further automate your mailing process by interfacing a postage meter to a folder inserter. By interfacing an FPi folder inserter to the Postbase® pro or PostBase® pro DS, you can transform printed paper into folded, stuffed, sealed, weighed, metered, and stacked mail in one pass.

FlexStream Software

Document Enhancement Solution

FlexStream Software is a document automation solution that gives organizations control over their mailing process. With its unmatched versatility, FlexStream automates and simplifies business workflows. It ensures security and document integrity by adding scancodes that are read by the folder inserter. FlexStream allows the user to choose which documents to print and mail, and which to send electronically.

FlexStream key benefits:

- Add Scancodes for variable page processing, document integrity, and verification
- Automate processes, reduce labor time and saving money
- Organize, sort, group and enhance documents for printing
- Gain access to USPS® Automation postage rates and discounts
- Correct undeliverable addresses (reduce returned mail)
- Add variable and static marketing text, graphics, logos, QR codes or barcodes





Standard Features

Automatic job setup
Smart Feeders with tray notifications
Feeder swap, linking, cascading
Process multiple sized documents in a job
Insert nesting
Process stapled sets
Collate sheets before folding
Can process glossy, pre-folded, and perforated media
Multi-Sheet Feeding up to 25 inserts
Divert before folding
5 Fold Types (C, Z, V, Double-V, No-Fold)
"Clamshell" design for easy access
Bottom addresses (with bottom flap envelopes)
Piece counter per job
Electro-mechanical double feed detector at each tray
Envelope exit capacity up to 500 finished envelopes
Load envelopes and media on-the-fly

Custom Consoles

Custom Consoles are the perfect companion for any FP Folder Inserter. Designed to be convenient and ergonomic and provide superior support for heavy folding and inserting systems. These consoles increase the reliability and lifespan of the equipment and includes internal storage.



Specifications

Technical Data

Dimensions (approx.) (W x L x H)	20" x 29-50" x 28-31"
Feeder Stations	2 or 3
Processing speed (Maximum)	3,800 per hour
Folding capacity Max(20lb. paper)	10(single) or 8(C or Z)
Job memory capacity	50
Weight	175 lbs.
Noise emission in dB (REF: ISO 11202)	< 66dB

Documents and Inserts

MaxiFeeder capacity	1,200
High capacity document feeder	725
Standard document feeder capacity	325
Length x Width	3.5" - 14" x 5.1" - 9.9"
Max thickness (Booklets)	1.0 mm

Envelopes

Envelope hopper capacity	325 (load-on-the-fly)
Height x Width	3.5" - 6.38" x 6.3" - 9.7"
Exit capacity	up to 500

Options

1D Linear Barcode Reading (BCR)
2D Barcode Reading (Data matrix, QR, others)
Optical Mark Reading (OMR)
Client specific barcode and OMR schemes
FlexStream Software
MaxiFeeder
High Capacity Vertical Exit Stacker
Side Exit Right-Hand or Left-Hand Catch Tray
Basic Catch Tray
Postage Machine Interface
Custom Consoles

Learn more at: www.fp-usa.com/fpi-4800

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**CUSTOMER ("YOU") INFORMATION**

AGREEMENT NO.: _____

FULL LEGAL NAME: _____

CUSTOMER'S ADDRESS: _____

EQUIPMENT INFORMATION

QTY TYPE, MAKE, MODEL NUMBER AND INCLUDED ACCESSORIES

SERIAL NO. _____

EQUIPMENT LOCATION: _____ ☐ SEE SCHEDULE

TERM IN MONTHS: _____ MONTHLY PAYMENT AMOUNT: \$ _____ (*PLUS TAX) SECURITY DEPOSIT: \$ _____

PURCHASE OPTION*: FAIR MARKET VALUE

ADDITIONAL TERMS AND CONDITIONS

AGREEMENT. You want us to now provide you the equipment and/or software referenced herein ("Equipment") and you unconditionally agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement is binding upon our acceptance hereof and will begin on the date the Equipment is delivered to you or any later date we designate. We may charge you a one-time origination fee of \$139.00. If any amount payable to us is past due, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less. Any security deposit will be returned upon full performance.

NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU AGREE THAT YOU ARE UNCONDITIONALLY OBLIGATED TO PAY ALL AMOUNTS DUE UNDER THIS AGREEMENT FOR THE ENTIRE TERM. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON.

EQUIPMENT USE. You will keep the Equipment in good working order, use it for business purposes only and not modify or move it from its initial location without our consent. If we have entered into a separate arrangement with you for maintenance, service, supplies, etc. with respect to the Equipment, payments under this Agreement may include amounts owed under that arrangement, which amounts may be invoiced as one payment for your convenience, and which amounts may be subject to change from time to time based on that arrangement.

POSTAGE DEVICES. Postage measurement devices referenced herein which are subject to a separate rental agreement between you and us are not part of the Equipment and your use and the ownership of such devices will be governed exclusively by your rental agreement with us. You will need to reference your rental agreement with us for the term of, and your rights and obligations under, the rental agreement. For your convenience, payments under this Agreement may include the rental amounts you owe us under the rental agreement.

SOFTWARE/DATA. Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason.

LIMITATION OF WARRANTIES. EXCEPT TO THE EXTENT THAT WE HAVE PROVIDED YOU A WARRANTY IN WRITING, WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU CHOSE ANY/ALL THIRD-PARTY SERVICE PROVIDERS BASED ON YOUR JUDGMENT. YOU MAY CONTACT US OR THE MANUFACTURER FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.

ASSIGNMENT. You may not sell, assign, or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement and our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, our assignee will have our assigned rights under this Agreement but none of our obligations and will not be subject to any claim, defense, or set-off that may be assertable against us or anyone else.

LAW/FORUM. You agree that this Agreement and any claim related to this Agreement shall be governed by the internal laws of the state in which our (or, if we assign this Agreement, our assignee's) principal place of business is located and any dispute concerning this Agreement will be adjudicated in a federal or state court in such state. You hereby consent to personal jurisdiction and venue in such courts and waive transfer of venue. Each party waives any right to a jury trial.

LOSS OR DAMAGE. You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. Except for claims, losses, or damages caused by our gross negligence or willful misconduct, you agree to indemnify us and our assignee, if

applicable, against any claims, losses or damages, including attorney fees, in any way relating to the Equipment or data stored on it. In no event will we be liable for any consequential or indirect damages.

INSURANCE. You agree to maintain commercial general liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum.

TAXES. We own the Equipment. You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. Sales or use tax due upfront will be payable over the term with a finance charge.

END OF TERM. At the end of the term of this Agreement (or any renewal term) (the "End Date"), this Agreement will renew month to month unless a) you provide us written notice, at least 90 days prior to the End Date, of your intent to return the Equipment, and b) you timely return the Equipment to the location designated by us, at your expense. If a Purchase Option is indicated above and you are not in default on the End Date, you may purchase the Equipment from us "AS IS" for the Purchase Option price. If the returned Equipment is not immediately available for use by another without need of repair, you will reimburse us for all repair costs. You cannot pay off this Agreement or return the Equipment prior to the End Date without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the price of the Equipment.

DEFAULT/REMEDIES. If a payment becomes 10+ days past due, or if you otherwise breach this Agreement, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, discounted at 3% per annum; and we may disable or repossess the Equipment and use all other legal remedies available to us. You agree to pay all costs and expenses (including reasonable attorney fees) we incur in any dispute with you related to this Agreement. You agree to pay us 1.5% interest per month on all past due amounts.

UCC. If we assign rights in this Agreement for financing purposes, you agree that this Agreement, in the hands of our assignee, is, or shall be treated as, a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

MISCELLANEOUS. This Agreement is the entire agreement between you and us relating to our providing and your use of the Equipment and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. The parties agree that the original hereof for enforcement and perfection purposes, and the sole "record" constituting "chattel paper" under the UCC, is the paper copy hereof bearing (i) the original or a copy of either your manual signature or an electronically applied indication of your intent to enter into this Agreement, and (ii) our original manual signature. Any change must be in writing signed by each party.

Owner ("we", "us"): **FP Finance**

Signature: _____ Date: _____

Print Name & Title: _____

Customer: (As Stated Above)

Signature: _____ Date: _____

Print Name & Title: _____

UNCONDITIONAL GUARANTY: The undersigned unconditionally guarantees that the Customer will timely perform all obligations under the above Agreement. The undersigned also waives any notification if the Customer is in default and consents to any extensions or modifications granted to the Customer. In the event of default, the undersigned will immediately pay all sums due under the terms of the Agreement without requiring Owner to proceed against Customer or any other party or exercise any rights in the Equipment. The undersigned, as to this guaranty, agrees to the designated forum and consents to personal jurisdiction, venue, and choice of law as stated in the Agreement, agrees to pay all costs and expenses, including attorney fees, incurred by Owner related to this guaranty and the Agreement, waives a jury trial and transfer of venue, and authorizes obtaining credit reports.

SIGNATURE: **X** PRINT NAME: _____ DATE: _____

City Council Agenda Item

Submitted By:	Marci Rojas, Program Coordinator
Action Date:	August 5, 2026
Subject:	Consider purchase of Hangar 39 at the Susanville Municipal Airport
Presented By:	Erik Edholm, Acting Public Works Director
Summary:	As part of the agreement between the City of Susanville and those currently owning hangars at the Susanville Municipal Airport, the city has first right of first refusal when a current owner decides to sell his/her hangar. At this time, Karl Gratriex, owner of Hangar #39 submitted a notice of intent to sell said hangar for \$75,000. Hangar #39 is 2,500 square feet. The anticipated return on investment is 23-24 years for the purchase of the hangar assuming a renter was obtained immediately, minimal repairs were required, and annual rent of \$3,000.00 was collected.
Fiscal Impact:	\$75,000.00 to the General Fund if purchased
Action Requested:	Provide direction to staff.
Attachments:	1. ROI Hangar 39 2. GRATRIEX INTENT TO SELL NOTICE 3. Hangar_Map_Hangar 39

PURCHASE PRICE :	\$ 75,000.00	ANTICIPATED RETURN ON INVESTMENT AIRPORT HANGAR 39													
YEARS	1	2	3	4	5	10	15	16	17	18	19	20	23	24	
	COSTS ESCALATED AT 2% ANNUALLY														
ESTIMATED RENT INCOME	\$ 3,000	\$ 3,060	\$ 3,121	\$ 3,184	\$ 3,247	\$ 3,585	\$ 3,958	\$ 4,038	\$ 4,118	\$ 4,201	\$ 4,285	\$ 4,370	\$ 4,638	\$ 4,731	
MAINTENENACE EXPENSES	\$ 505	\$ 515	\$ 506	\$ 516	\$ 507	\$ 519	\$ 512	\$ 522	\$ 513	\$ 523	\$ 514	\$ 524	\$ 516	\$ 526	
NET ANNUAL REVENUE	\$ 2,495	\$ 2,545	\$ 2,615	\$ 2,668	\$ 2,740	\$ 3,066	\$ 3,446	\$ 3,515	\$ 3,605	\$ 3,677	\$ 3,771	\$ 3,846	\$ 4,122	\$ 4,204	
CUMMULATIVE REVENUE	\$ 2,495	\$ 5,040	\$ 7,655	\$ 10,323	\$ 13,063	\$ 27,728	\$ 44,185	\$ 47,700	\$ 51,306	\$ 54,983	\$ 58,754	\$ 62,600	\$ 74,687	\$ 78,891	
ROI	3%	7%	10%	14%	17%	37%	59%	64%	68%	73%	78%	83%	100%	105%	

To: The City of Susanville

66 North Lassen St.

Susanville, CA. 96130

To Whom it May Concern,

I, Karl Gratriex, have recently received an offer of \$75,000.00 for my Hangar, Hangar 39 at the Susanville Airport. As per our lease the City of Susanville has right of first refusal if we sell. This letter will serve as my written notice. I am waiting for your reply to exercise the right of first refusal before proceeding with the sale.

Karl Gratriex

MAIN RUNWAY 11-29

TAXIWAY A

TAXIWAY B

NEW TAXIWAY E

NEW TIE DOWN AREA

DIRT RUNWAY 7-25

JOHNSTONVILLE ROAD

Handwritten notes: 11A, 11A1, 11A2, 11A3, 11A4, 11A5, 11A6, 11A7, 11A8, 11A9, 11A10, 11A11, 11A12, 11A13, 11A14, 11A15, 11A16, 11A17, 11A18, 11A19, 11A20, 11A21, 11A22, 11A23, 11A24, 11A25, 11A26, 11A27, 11A28, 11A29, 11A30, 11A31, 11A32, 11A33, 11A34, 11A35, 11A36, 11A37, 11A38, 11A39.

MAIN RUNWAY 11-29

TAXIWAY A

TAXIWAY B

NEW TAXIWAY E

NEW TIE DOWN AREA

DIRT RUNWAY 7-25

JOHNSTONVILLE ROAD

Handwritten notes: 11A, 11A1, 11A2, 11A3, 11A4, 11A5, 11A6, 11A7, 11A8, 11A9, 11A10, 11A11, 11A12, 11A13, 11A14, 11A15, 11A16, 11A17, 11A18, 11A19, 11A20, 11A21, 11A22, 11A23, 11A24, 11A25, 11A26, 11A27, 11A28, 11A29, 11A30, 11A31, 11A32, 11A33, 11A34, 11A35, 11A36, 11A37, 11A38, 11A39.

MAIN RUNWAY 11-29

TAXIWAY A

TAXIWAY B

NEW TAXIWAY E

NEW TIE DOWN AREA

DIRT RUNWAY 7-25

JOHNSTONVILLE ROAD

Handwritten notes: Dog Kennel, Mobile Home, UPS, FBO, City, New Tie Down Area, New Taxiway E.

Numbered buildings: 1, 2, 3, 4, 5, 5A, 6, 7, 8, 9, 9A, 10A, 11, 12, 13, 14, 14A, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39.

MAIN RUNWAY 11-29

TAXIWAY A

TAXIWAY B

NEW TAXIWAY E

NEW TIE DOWN AREA

DIRT RUNWAY 7-25

JOHNSTONVILLE ROAD

Handwritten notes: Dog Kennel, Mobile Home, UPS, FBO, City, New Tie Down Area, New Taxiway E.

Numbered buildings: 1, 2, 3, 4, 5, 5A, 6, 7, 8, 9, 9A, 10A, 11, 12, 13, 14, 15, 16, 18/17, 19, 20, 21, 22, 23, 24, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39.

Circled buildings: 14A, 12A.

Highlighted building: 39.

MAIN RUNWAY 11-29

TAXIWAY A

TAXIWAY B

NEW TAXIWAY E

NEW TIE DOWN AREA

DIRT RUNWAY 7-25

JOHNSTONVILLE ROAD

Handwritten notes: 11A, 11A1, 11A2, 11A3, 11A4, 11A5, 11A6, 11A7, 11A8, 11A9, 11A10, 11A11, 11A12, 11A13, 11A14, 11A15, 11A16, 11A17, 11A18, 11A19, 11A20, 11A21, 11A22, 11A23, 11A24, 11A25, 11A26, 11A27, 11A28, 11A29, 11A30, 11A31, 11A32, 11A33, 11A34, 11A35, 11A36, 11A37, 11A38, 11A39.

MAIN RUNWAY 11-29

TAXIWAY A

TAXIWAY B

NEW TAXIWAY E

NEW TIE DOWN AREA

DIRT RUNWAY 7-25

JOHNSTONVILLE ROAD

Handwritten notes: 11A, 11A1, 11A2, 11A3, 11A4, 11A5, 11A6, 11A7, 11A8, 11A9, 11A10, 11A11, 11A12, 11A13, 11A14, 11A15, 11A16, 11A17, 11A18, 11A19, 11A20, 11A21, 11A22, 11A23, 11A24, 11A25, 11A26, 11A27, 11A28, 11A29, 11A30, 11A31, 11A32, 11A33, 11A34, 11A35, 11A36, 11A37, 11A38, 11A39.

[illegible][illegible]

**Agenda Item No. 9.D.
Standard Workflow**

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: August 5, 2026

Subject: Consider **Resolution No. 26-6563**, amending Resolution No. 25-6445, authorizing the City Manager (including Interim and Acting City Manager) to approve and execute all documents related to City Insurance policies within the budgeted amounts.

Presented By: Heidi Whitlock, City Clerk

Summary: At its June 18, 2025 meeting, the City Council adopted Resolution No. 25-6445 authorizing the City's annual insurance policies and granting the City Manager (including Acting or Interim City Manager) authority to execute annual insurance policies exceeding \$25,000 through SCORE, provided the policies were within approved budgeted amounts. Following adoption, staff identified that not all of the City's insurance policies are procured or paid through SCORE, creating a limitation in the current authorization language. Staff is proposing an amendment to the resolution to broaden the authorization to include all City insurance policies exceeding \$25,000, regardless of whether they are obtained through SCORE, provided they remain within approved budgeted amounts. This change will ensure the City Manager has the necessary authority to execute all required annual insurance policies in a timely manner while maintaining compliance with the City's adopted budget.

Fiscal Impact: None.

Action Requested: Motion to approve Resolution No. 26-6563, amending Resolution No. 25-6445, authorizing the City Manager (including Interim and Acting City Manager) to approve and execute all documents related to City Insurance policies within the budgeted amounts.

Attachments:

1. 26-6563

RESOLUTION NO. 26-6563
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AMENDING RESOLUTION NO. 25-6445 AUTHORIZING RENEWAL OF ALL ANNUAL CITY
INSURANCE POLICIES AND AUTHORIZING THE CITY MANAGER TO EXECUTE
RELATED CONTRACTS OVER \$25,000

WHEREAS, on June 18, 2025, the City Council adopted Resolution No. 25-6445 authorizing the City's annual insurance policies and authorizing the City Manager, including Acting or Interim City Manager, to execute the City's annual insurance policies exceeding \$25,000 through the Small Cities Organized Risk Effort (SCORE), provided such policies were within approved budgeted amounts; and

WHEREAS, the City has identified that not all annual insurance policies are obtained or paid through SCORE, limiting the effectiveness of the current authorization; and

WHEREAS, the City Council desires to amend Resolution No. 25-6445 to include all annual City insurance policies exceeding \$25,000, regardless of insurance provider, provided such policies are within approved budgeted amounts.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Susanville hereby approves as follows:

1. Resolution No. 25-6445 is hereby amended to authorize the City Manager, including an Acting or Interim City Manager, to execute all annual City insurance policies exceeding \$25,000, provided such policies are within approved budgeted amounts; and
2. All other provisions of Resolution No. 25-6445 shall remain in full force and effect.

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 August 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

City Council Agenda Item

Submitted By:	Erik Edholm, Acting Public Works Director
Action Date:	August 5, 2026
Subject:	Discussion Regarding Emergency Work Associated with the Failure of the Variable Frequency Drive (VFD) at Well 3 on Johnstonville Road
Presented By:	Erik Edholm, Acting Public Works Director
Summary:	On May 16, 2026, the Variable Frequency Drive (VFD) at Well 3 located on Johnstonville Road failed. During implementation of a manual bypass to maintain operation of the City's largest production well, an over-pressurization event occurred within the 14-inch water main, resulting in a significant leak and creating an immediate threat to the reliability of the City's water distribution system. Emergency repairs to the 14-inch water main have been completed and the leak has been repaired. Work associated with replacement of the Well 3 VFD remains ongoing to restore normal operations and ensure the continued reliability of the City's water system. Per the City of Susanville Municipal Code (section 3.08.200), an emergency is a situation where the public interest and necessity demand the immediate expenditure of public money to safeguard life, health, and/or property. The City Manager is authorized pursuant to Government Code section 22050 to order any action to repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes without giving notice for bids or to let contracts. The City Manager must report the action to the City Council for review within seven (7) days after the action or at the next regularly scheduled meeting if that meeting will occur not later than fourteen (14) days after the action. Further updates will be provided to the Council at the meeting regarding the status of the VFD replacement efforts.
Fiscal Impact:	To be determined upon completion of the emergency work.
Action Requested:	Review emergency actions taken to safeguard the public and determine if it is necessary to continue the emergency action.

Motion to authorize the continuation of emergency action related to the replacement of the Well 3 Variable Frequency Drive.

Attachments:

None

City Council Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: August 5, 2026

Subject: Memorial Park Grandstand Fire Restoration Update

Presented By: Jolene Arredondo, Deputy City Manager

Summary: An update will be provided at the meeting on Memorial Park Grandstand Fire restoration and future grandstand engineering and design

Fiscal Impact: None

Action Requested: Information Only

Attachments:
None

**Agenda Item No. 13.C.
Standard Workflow**

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: August 5, 2026

Subject: Discussion and possible approval of Resolution No. 26-6557, amending the City Council Committee List

Presented By: Chandra Jabbs, Acting City Manager/Finance Director

Summary: On the June 15, 2026, the City Council considered the proposed Committee List. At that time, Council Member Bortle requested to not be appointed to any City Council committees or outside boards and commissions due to concerns regarding the appointment process.

The City Attorney recommended tabling the item and bringing it back for additional discussion and direction from the City Council. At this time, the Committee List is once again being presented for council discussion and possible approval of Resolution No. 26-6557.

Fiscal Impact: None.

Action Requested: Discussion and motion to approve Resolution No. 26-6557, with or without modifications.

Attachments:

1. 26-6557

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EXHIBIT A: SUSANVILLE CITY COUNCIL COMMITTEE LIST**Proposed – August 5, 2026 * Resolution No. 26-6557**

<u>Committee</u>	<u>Representative</u>	<u>Meetings</u>
Airport Land Use Commission	Patrick Parrish Curtis Bortle Gerry Hibbitts (alt)	No current frequency. Thursday at 1:30 pm as needed.
Association of California Cities Allied with Public Safety (ACCAPS)	Patrick Parrish Mendy Schuster (alt)	Annual
CDBG Loan Committee	Dawn Miller Gerry Hibbitts Curtis Bortle (alt)	As Needed During Business Hours.
Citizens Advisory Committee (CAC)	Patrick Parrish Dawn Miller (alt)	Bi-monthly, fourth Monday, at 12:00 pm
Honey Lake Valley Recreation Authority	Dawn Miller Mendy Schuster Patrick Parrish (alt)	Monthly/ third Tuesday, 3:00pm
Local Agency Formation Commission (LAFCO)	Mendy Schuster Dawn Miller Patrick Parrish (alt)	Every other month, second Monday – 3:00 pm
Lassen County Air Pollution Control District	Gerry Hibbitts Mendy Schuster Curtis Bortle Dawn Miller (alt)	Monthly, second Tuesday – 1:00 pm
Lassen County Transportation Commission (LCTC) Lassen Transit Authority	Dawn Miller Patrick Parrish Mendy Schuster Curtis Bortle (alt)	Monthly, second Monday-1:00 pm
Lassen Regional Solid Waste	Gerry Hibbitts Curtis Bortle Mendy Schuster (alt)	Monthly, fourth Tuesday 1:00 p.m.
League of California Cities	Mendy Schuster Dawn Miller	Quarterly, No Current Schedule
Regional Water Management Group	Gerry Hibbitts Public Works Director (alt)	As Needed, During Business Hours

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Emergency Medical Care
Committee (EMCC)

Curtis Bortle
Gerry Hibbitts (alt)

As Needed, During Business
Hours

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: August 5, 2026

Subject: Future Council Items

Presented By: Chandra Jabbs, Acting City Manager/Finance Director

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:

1. 260805.Future.Items.List

LAST THREE MONTHS (5/6/2026 to current)

BUSINESS FROM THE FLOOR	
7/1/2026	Request made to consider a discussion item related to the expansion of the Skate Park
7/15/2026	Request made to waive/reduce fees associated with the liens on 17 Orange Street
7/15/2026	Request made to revisit the issues at 1409 Fourth Street

Council requested - FUTURE COUNCIL ITEMS	
5/20/2026	Request made to bring back the special event item (determination of what events will have City support)
7/1/2026	Request made to bring a discussion item regarding the Skatepark at Memorial Park
7/15/2026	Request made to bring back an animal control item
7/15/2026	Request made to bring back an update on the Frank Ernaga Ball Field at Memorial Park.

Completed List Items	
4/15/2026	Request made to bring back CC Member civic contribution item - 5/6/2026 completed