
CITY OF SUSANVILLE
66 N. Lassen Street • Susanville CA
Quincy McCourt, Mayor
Thomas Herrera, Mayor pro tem
Russ Brown • Mendy Schuster • Kevin Stafford

Susanville City Council
Regular Council Meeting • City Council Chambers
Wednesday, April 5, 2023 – 4:30 PM

CALL TO ORDER
ROLL CALL

1. **APPROVAL OF AGENDA:** *(Additions and/or Deletions)*
2. **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any):** *Any person may address the Council at this time upon any subject for discussion during Closed Session.*
3. **CLOSED SESSION:**
 - A. **CONFERENCE WITH LABOR NEGOTIATIONS** – *pursuant to Government Code §54957.6*
 1. *Fire Unit*
 2. *Miscellaneous Unit*
 3. *Professional Technical Unit*
 4. *Public Works Unit*
4. **RETURN TO OPEN SESSION:** *(recess if necessary)*
 - *Reconvene in open session at 5:00pm*
 - *Pledge of allegiance*
 - *Invocation*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Proclamations, awards or presentations by the City Council*
 - ***Sexual Harassment Awareness Month Proclamation***
5. **BUSINESS FROM THE FLOOR:** *Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting.*
Presentations are subject to a five-minute limit.
6. **CONSENT CALENDAR:** *All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.*
 - 6.A *Minutes of the City Council's March 1, 2023 and March 15, 2023 regular meetings.*
 - 6.B *Vendor and payroll warrant*
7. **PUBLIC HEARINGS:**
8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

9. NEW BUSINESS:

- 9.A Lassen Prescribed Burn Association (PBA) Presentation
- 9.B Consider Resolution No. 23-6117, authorizing the Finance Manager to increase the Natural Gas Division 7401 budget \$450,000.
- 9.C Consider Resolution No. 23-6120, authorizing the Mayor to sign a contract with Farwest Corrosion Control Company to provide an Annual CP system survey for the City's six inch high pressure steel natural gas line cathodic protection system.
- 9.D Consider Resolution No. 23-6121, Authorizing the City Administrator to enter into Lease Agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 700 South Street, City's Public Works Department .
- 9.E Consider signing bonus for recruitment of the Assistant Civil/Air Quality Engineer vacant position
- 9.F Consider Resolution No. 23-6119, authorizing the execution of an agreement with Bench Craft Company and authorizing the Mayor to execute agreement

10. SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY:

11. SUSANVILLE MUNICIPAL ENERGY CORPORATION:

12. CONTINUING BUSINESS:

- 12.A Consider Resolution No. 23-6100, Authorizing Memorandum of Understanding between Susanville Indian Rancheria and the city of Susanville regarding a partnership on economic development.
- 12.B Discussion regarding Permanent Supportive Housing

13. CITY ADMINISTRATOR'S REPORTS:

- 13.A Department reports

14. FUTURE COUNCIL ITEMS:

- 14.A Future Council Items

15. ADJOURNMENT:

- **The next regular meeting of the Susanville City Council will be held on April 19, 2023 at 4:30PM.**

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.net, unless there were systems problems posting to the website.

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

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for April 5, 2023 in

the areas designated on March 30, 2023 .

AGENDA ITEM NO. 6.A
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: April 5, 2023

SUBJECT: Minutes of the City Council's March 1, 2023 and March 15, 2023 regular meetings.

PRESENTED BY: Heidi Whitlock, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's March 1, 2023 and March 15, 2023 regular meetings.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to waive the reading of and approval of the City Council's March 1, 2023 and March 15, 2023 regular meetings.

ATTACHMENTS:
[230301.cc.min.draft.2.pdf](#)
[230315.cc.min.draft.pdf](#)

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, MARCH 1, 2023 – 4:30 PM

Mayor McCourt called the meeting to order at 4:31 p.m.

Roll Call of Councilmembers Present: McCourt, Stafford, Herrera, Schuster, Brown

1. APPROVAL OF AGENDA:

Councilmember Schuster suggested moving item 12A prior to Business from the Floor.

Dan Newton, City Administrator, also requested that items 13A and 13B be heard prior to Business from the Floor.

Agenda items 12A, 13A, and 13B approved to be moved from to agenda item 5, Business From the Floor to be heard in the following order: 13A, 13B then 12A.

Motion by Herrera; seconded by Stafford to approve the agenda with the above-mentioned changes.

Motion Carried: 5 - 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

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

3. CLOSED SESSION:

The City Council convened in closed session at 4:42 p.m. to discuss the following:

A. CONFERENCE WITH LABOR NEGOTIATIONS – pursuant to Government Code §54957.6

1. Admin Unit
2. Fire Unit
3. Miscellaneous Unit
4. Professional Technical Unit
5. Public Works Unit

B. PUBLIC EMPLOYMENT - pursuant to Government Code §54957

1. City Administrator Evaluation

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

Mayor McCourt requested that Michael Smith, public, start the Pledge of Allegiance and requested that James Moore, Fire Chief, provide the Invocation.

Mr. Newton stated that the City Council met in closed session to discuss the above listed items. No reportable action was taken; however, direction was provided to staff on items under agenda section 3.A. Council will reconvene into closed session after conclusion to discuss remaining items under 3.B.

13.A Department reports

Cody Loflin, Code Enforcement Officer, provided a brief update on upcoming abatements.

Mr. Newton provided a brief update on the Susan River clean up and the progress regarding the recent dog issue.

Ryan Cochran, Police Chief, also provided information regarding the recent dog issue and introduced Officer Hoover to provide a report on the K9 unit.

13.B Report on city's K-9 program

Michael Hoover, SPD Police Officer, gave a presentation to the City Council and members of public detailing the police department's K-9 program and presented Zeke, SPD K-9.

12.A Consider Resolution No. 23-6100, Authorizing Memorandum of Understanding between Susanville Indian Rancheria and the city of Susanville regarding a partnership on economic development.

[23-6100.pdf](#)

[MOU SIR & City Economic Development ver 2.docx](#)

[DRAFT Job Description - Economic Development Director.docx](#)

[210915 Adopted Dept Head Process.pdf](#)

[2021.2022 MANAGEMENT MOU SIGNED.pdf](#)

Motion to table item and bring back item at the April 5, 2023, meeting.

Motion: 0- 0

Voting For: None

Voting Against: None

5. BUSINESS FROM THE FLOOR:

Public member voiced concerns with Judy's house and what resources are available other than Crossroads.

More than one public member voiced support for the community garden and LARP.

Amy Holley, public member, addressed the Mayor regarding his Facebook apology and stated that, although the apology is appreciated, the additional lecturing could have been left out. She requested that he stop pressuring fellow councilmembers for votes and to be respectful of them.

Leann Vanderly, public member, held up a sign that stated "No Comments, Just Listen" while stating that she wanted to ensure the mayor did not editorialize her comments. She stated that she was in attendance to praise Mayor pro tem Herrera as she has seen a change in him since training and he does not editorialize her comments or anyone else's. She stated that she felt verbally abused at the previous meeting, like when others lose their self-control and try to intimidate someone for not sharing the same views. She ended by requesting the mayor's resignation.

Michael Blaschak, LARP, provided a brief explanation of where LARP was spending money as well as information related to the MOU, the community benefit as well as the benefit to the city property. He suggested that a meeting be set up to discuss the option of canceling the MOU and the city taking over the garden again.

Jacquie Henry, public, suggested that houses be built for fire victims and not for low income housing projects. She also voiced her opinion regarding the mayor and also requested a resignation letter.

Public member offered their appreciation for the council and their support of the police department staff with the recent wage increase.

6. **CONSENT CALENDAR:**

6.A Vendor and payroll warrants

[01-12-2023.pdf](#)
[01-18-2023.pdf](#)
[01-26-2023.pdf](#)
[01-31-2023.pdf](#)
[02-03-2023.pdf](#)
[02-09-2023.pdf](#)
[02-16-2023.pdf](#)

Motion to receive and file.

Moved by Herrera; seconded by Schuster to Receive and File.

Motion Carried: 5- 0

Voting For: Mccourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

6.B Monthly Financial Reports for October, November & December 2022

[Cash Report 10_2022 US Bank.pdf](#)
[Daily Deposit Report 10_2022 US Bank.pdf](#)
[Cash Report 11_2022 US Bank.pdf](#)
[Daily Deposit Report 11_2022 US Bank.pdf](#)
[Cash Report 12_2022 US Bank.pdf](#)
[Daily Deposit Report 12_2022 US Bank.pdf](#)
[Daily Deposit Report OCT - DEC 2022 TRICOUNTIES.pdf](#)
[Cash Report OCT.NOV.DEC TRICOUNTIES.pdf](#)
[Fund Balances Report_2022_10.pdf](#)
[Fund Balances Report_2022_11.pdf](#)
[Fund Balances Report_2022_12.pdf](#)
[Income Statement 12.31.22.pdf](#)

Motion to receive and file.

Moved by Herrera; seconded by Schuster to Receive and File.

Motion Carried: 5- 0

Voting For: Mccourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

6.C Receive HdL Q2 2022 Reports

[2022 Q2 Sales Tax Update.pdf](#)
[HdL California Consensus Forecast - Q3 2022.pdf](#)

Moved by Herrera; seconded by Schuster to Receive and File.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

6.D Consider **Resolution No. 23-6106**, authorizing the Mayor to execute the Annual Certificate of Army Material Status for the UH-1 Huey Helicopter, Serial Number 66-16374 and the AH-1 Cobra Helicopter, Serial Number 67-15684 located at the Susanville Municipal Airport.

[23-6106.pdf](#)
[Cobra Annual Certification.pdf](#)
[Huey Annual Certification.pdf](#)

Motion to approve Resolution No. 23-6106, authorizing the Mayor to execute the Annual Certificate of Army Material Status for the UH-1 Huey Helicopter, Serial Number 66-16374 and the AH-1 Cobra Helicopter, Serial Number 67-15684 located at the Susanville Municipal Airport.

Moved by Herrera; seconded by Schuster to approve.

Motion Carried: 5- 0

Voting For: Mccourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

- 6.E Consider **Resolution No. 23-6107**, authorizing the Mayor to execute annual certification of Army Material Status for the GPF M1917/18 Series Gun, Serial Number 884 for static display located at the Susanville Memorial Park

[23-6107.pdf](#)
[GPF Series Gun Condition Deed of Gift.pdf](#)
[M1917-18 Series Gun Certification.pdf](#)

Motion to approve Resolution No. 23-6107, authorizing the Mayor to execute annual certification of Army Material Status for the GPF M1917/18 Series Gun, Serial Number 884 for static display located at the Susanville Memorial Park

Moved by Herrera; seconded by Schuster to Receive and File.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

7. **PUBLIC HEARINGS:**

- 7.A Consider **Resolution No. 23-6103**, upholding the Susanville Planning Commission decision to assess civil assessment penalties in the amount of \$10,000 against the property located at 1705 Main Street, Knights' Inn Motel, for violations of a nuisance abatement order.

Cody Loflin, Code Enforcement Officer, presented information to the City Council regarding the code enforcement case and assessment of penalties for the property located at 1705 Main Street, Knights' Inn Motel.

Public Hearing opened at 6:58 P.M.

Mr. Kim, Knights' Inn Motel and property owner presented a rebuttal to the assessment of penalties presented.

Public Hearing closed at 7:09 P.M.

[1705 Main Street Nuisance Abatement Order.pdf](#)
[23-6103.pdf](#)

Motion to approve Resolution No. 23-6103, upholding the Susanville Planning Commission decision to assess civil assessment penalties in the amount of \$10,000 as ordered pursuant to Susanville Planning Commission Resolution No. 23-1125.

Moved by Brown; seconded by Herrera to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown
Voting Against: None

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** No comments.

9. **NEW BUSINESS:**

9.A Discussion regarding Permanent Supportive Housing in Susanville Direction to staff.

Mr. Newton stated that, at the last Council meeting, this topic received much feedback. Due to the amount of public comment received, it was decided to bring the item forward again to engage the public and receive comments and questions in a way that the Council would be permitted to respond. He added that Richard Egan, County Administrative Officer, was in attendance and that the item was discussed prior to COVID due to the amount of homelessness the city was seeing at that time.

No less than three members of the public voiced their concerns with the project.

Mr. Egan addressed the Council and provided a history of the project and stated that, no matter where the project is being proposed, it will be met with some opposition.

Numerous public members asked questions regarding the project to which Mr. Egan responded.

9.B Consider **Resolution No. 23-6104**, approving a fee waiver for the rental of Memorial Park and donation of Police and Public Works overtime for the annual Walk a Mile event.

Bob Godman, Public Works Director, provided an explanation of the item and invited Kendra Zaengle, Lassen Family Services, to provide information on the Walk a Mile event and what the event proceeds will benefit.

[Request for Waived Fee & Road Closures.docx](#)
[23-6104.pdf](#)

Motion to approve Resolution No.23-6104, approving a fee waiver for the rental of Memorial Park and donation of Police and Public Works overtime for the annual Walk a Mile event.

Moved by Brown; seconded by Herrera to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

9.C Consider **Resolution No. 23-6105**, Amending the Fiscal Year 2022-2023 City of Susanville Budget

Chandra Jabbs, Finance Manager, presented the proposed amendments to the 2022/2023 fiscal year budget and requested approval of Resolution No. 23-6105.

[22.23 Mid-year Exhibit A.pdf](#)
[22.23 Mid-year Budget Changes.pdf](#)
[22.23 STOB Mid-year Report.pdf](#)
[23-6105.pdf](#)

Motion to approve Resolution No. 23-6105, Amending the Fiscal Year 2022-2023 City of Susanville Budget

Moved by Schuster; seconded by Brown to approve.
Motion Carried: 5- 0
Voting For: Mccourt, Stafford, Herrera, Schuster, Brown
Voting Against: None

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

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

12. **CONTINUING BUSINESS**:

~~12.A Consider Resolution No. 23-6100, Authorizing Memorandum of Understanding between Susanville Indian Rancheria and the city of Susanville regarding a partnership on economic development. Heard prior to item 5.~~

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

~~13.A Department reports – Heard after 12A, prior to item 5.~~

~~13.B Report on city's K-9 program – Heard prior to 5A~~

14. **FUTURE COUNCIL ITEMS**:

14.A Future Council Items

[20230301 Items from the Podium.pdf](#)

15. **ADJOURNMENT**: Council adjourned the meeting at 9:35 p.m.

Respectfully submitted by:

Quincy McCourt, Mayor

Heidi Whitlock, City Clerk

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, MARCH 15, 2023 – 4:30 PM

Mayor McCourt called the meeting to order at 4:30 p.m.

Roll Call of Councilmembers Present: McCourt, Stafford, Herrera, Schuster, Brown

1. APPROVAL OF AGENDA:

Dan Newton, City Administrator, requested that item 9B be removed from the agenda due to scheduling error.

Mayor pro tem Herrera requested that item 13A, Department Reports to be heard prior to Business from the Floor.

Moved by Herrera; seconded by Brown to Approve . Motion Carried: 5 - 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any):

3. CLOSED SESSION:

City Council met in closed session at 4:33pm to discuss the following:

A. CONFERENCE WITH LABOR NEGOTIATIONS – pursuant to Government Code §54957.6

1. Admin Unit
2. Fire Unit
3. Miscellaneous Unit
4. Professional Technical Unit
5. Public Works Unit

4. RETURN TO OPEN SESSION:

Mayor McCourt requested that Jerry Askey, public, start the Pledge of Allegiance and James Moore to provide the Invocation.

13 City Administrator Reports

13A Department Reports: Kelly Mumper, stated that work is beginning with one of the General Plan elements.

Cody Loflin, Code Enforcement Officer, stated that Guzi-West came in and started the abatement process for the properties located on Weatherlow.

James Moore, Fire Chief, stated that due to staff shortages they are currently hopping along but, they are still working on those required items such as grants, etc....

Bob Godman, Public Works Director, stated that we sold a helicopter this week.

Chandra Jabbs, Finance Manager, stated that she is currently working on the budget, among other items.

Ryan Cochran, Police Chief, referenced the dog issue and that there will be an update provided during the public hearing.

Mr. Newton provided a brief update on the county's proposed housing location and the request of the county to utilize a city owned property.

5. **BUSINESS FROM THE FLOOR:** No public comment.

6. **CONSENT CALENDAR:**

6.A Minutes of the City Council's February 15, 2023 regular meeting and the February 22, 2023 special meeting.

Motion to waive the reading of and approval of the City Council's February 15, 2023, regular meeting and the February 22, 2023 special meeting.

[230215.cc.min.draft.pdf](#)

[230222.cc.spec.min.draft.pdf](#)

6.B Vendor and payroll warrants Motion to receive and file

[02-17-2023.pdf](#)

[02-22-2023.pdf](#)

[02-28-2023.pdf](#)

6.C Consider **Resolution No. 23-6102**, Approving the paying and reporting the value of Employer Paid Member Contributions (EPMC)

Motion to approve Resolution No. 23-6102, Approving the paying and reporting the value of Employer Paid Member Contributions (EPMC)

[23-6102.pdf](#)

[09-4556.pdf](#)

6.D Consider **Resolution No. 23-6109**, approving and authorizing the Mayor to execute an MOU with the Administrative Bargaining Unit

Motion to approve Resolution No. 23-6109, approving and authorizing the Mayor to execute an MOU with the Administrative Bargaining Unit

[23-6109.pdf](#)

[2023.24 Admin MOU Final.pdf](#)

6.E Consider **Resolution No. 23-6114**, authorizing the Public Works Director to execute contract change orders with Kirack Construction, Inc. for the Gas Division Window Project.

Motion to approve Resolution No. 23-6114, authorizing the Public Works Director to execute contract change orders with Kirack Construction, Inc. for the Gas Division Window Project.

[23-6114.pdf](#)

Moved by Herrera; seconded by Brown to approve.

Motion Carried: 5 - 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

7. PUBLIC HEARINGS:

7.A Consider Resolution No. 23-6110, Accepting FY 2021-22 Annual Report of Development/Mitigation Fees

Ms. Jabbs provided an explanation of the item and requested approval of Resolution No. 23-6110 to accept the report.

Mayor McCourt opened the public hearing at 5:18 p.m.

No public comment.

Mayor McCourt closed the public hearing at 5:18 p.m.

Mayor pro tem Herrera exited the chambers at 5:18 p.m.

[23-6110.pdf](#)

Motion to approve Resolution No. 23-6110, Accepting Annual Report of Development/Mitigation Fees for Fiscal Year 2021-22.

Moved by Schuster; seconded by Brown to approve.

Motion Carried: 4- 0

Voting For: McCourt, Stafford, Schuster, Brown

Voting Against: None

7.B Consider Resolution No. 23-6113, declaring dogs owned by John Murray to be a nuisance pursuant to the Susanville Municipal Code

Mr. Loflin provided an explanation of the item and requested approval of Resolution No. 23-6113 regarding the current dog issue.

Mayor pro tem Herrera returned to the chambers at 5:20 p.m.

Mayor McCourt opened the public hearing at 5:41 p.m.

No public comment.

Mayor McCourt closed the public hearing at 5:41 p.m.

Councilmember Brown requested that the order one be changed to zero dogs, not 6 or less.

Mayor pro tem Herrera agreed.

[23-6113.pdf](#)

[Draft Nuisance Abatement Order_Murray.pdf](#)

Motion to approve Resolution No. 23-6113, declaring dogs owned by John Murray to be a nuisance pursuant to the Susanville Municipal Code and ordering their abatement.

Moved by Herrera; seconded by Brown to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Mayor McCourt shared the Land Acknowledgement Statement as well as the Mission Statement. No further comments.
9. **NEW BUSINESS:**
- 9.A Consider co-sponsorship of the 34th Annual Junior Fishing Derby to be held on Saturday, May 20, 2023
- Mr. Newton provided an explanation of the item and requested approval of the Annual Fishing Derby as well as the waiving of fees and donation of funds to go towards the purchase of fish for the event.
- Wade Workman provided additional information and statistics from two years ago.
- [Lassen Sportsmen Club Letter to City to Waive Fees 2023.pdf](#)
[4212_001.pdf](#)
- Motion to approve co-sponsorship of the 33rd Annual Junior Fishing Derby to be held on May 20, 2023, at Memorial Park; waive power panel and park rental fee; provide insurance for the event; and expend \$1,000 civic contribution to Lassen Sportsmen's Club for the purchase of fish. Moved by Schuster; seconded by Herrera to approve.
Motion Carried: 5- 0
Voting For: McCourt, Stafford, Herrera, Schuster, Brown
Voting Against: None
- 9.B ~~Lassen Prescribed Burn Association (PBA) Presentation~~ – This item has been removed.
- 9.C Consider **Resolution No. 23-6111**, Supporting the Susanville Little League Opening Day Parade and authorizing the closure of Laurel Street from Tractor Supply Parking lot to Riverside Drive, Riverside Drive to River Street, and River Street to the entrance of the Pat Murphy Little League Park on April 15, 2023, from 8:30 A.M. to 10:30 A.M.
- Mr. Newton an explanation of the item and requested approval of Resolution No. 23-6111.
- [City Council Request \(SVLL\).pdf](#)
[23-6111.pdf](#)
- Motion to approve Resolution No. 23-6111, Supporting the Susanville Little League Opening Day Parade and authorizing the closure of Laurel Street from Tractor Supply Parking lot to Riverside Drive, Riverside Drive to River Street, and River Street to the entrance of the Pat Murphy Little League Park on April 15, 2023, from 8:30 A.M. to 10:30 A.M.
Moved by Stafford; seconded by Herrera to approve.
Motion Carried: 5- 0
Voting For: McCourt, Stafford, Herrera, Schuster, Brown
Voting Against: None
- 9.D Consider **Resolution No. 23-6112**, authorizing the Mayor to execute a Delegated Maintenance Agreement with CALTRANS for the maintenance of the Gateway Monument and landscaping.
- Mr. Godman provided an explanation of the item and introduced Rob Burnett, Caltrans, to provide a more detailed explanation of the monument sign being proposed.

Councilmember Schuster inquired about the changes that happened to the design from the original design to which Mr. Newton responded.

Mr. Newton added that, the gateway project does not fund this project; however, Caltrans has been gracious enough to find the funding for the project and the city would just maintain it.

No less than five public members provided input on the project.

Mr. Burnett stated that we cannot simply add other writing on the sign, it would have to go back to headquarters. He added that this is a \$100k-\$200k project.

[Susanville Gateway Monument Delegated DRAFT To CITY 2-22-23.docx](#)
[02-3J450 Susanville 2023-FEB-14_3PM.pdf](#)
[23-6112.pdf](#)

Motion to approve Resolution No. 23-6112, authorizing the Mayor to execute a Delegated Maintenance Agreement with CALTRANS for the maintenance of the Gateway Monument and landscaping.

Moved by Herrera; seconded by Stafford to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

- 9.E Consider **Resolution No. 23-6115**, Authorizing the transfer of funds from the Police Mitigation Fund in an amount not to exceed \$16,500 to the Police Department Budget for costs related to equipment and outfitting for the Police Department's 2023 Chevrolet Tahoe.

Chief Cochran provided an explanation of why the item was before the council for consideration and requested approval of Resolution No. 23-6115.

[EVOC 2023 Chevy Tahoe.pdf](#)
[23-6115.pdf](#)

Motion to approve Resolution No. 23-6115, Approving the transfer of funds from the Police Mitigation Fund in an amount not to exceed \$16,500 to the Police Department Budget for costs related to equipment and outfitting for the Police Department's 2023 Chevrolet Tahoe

Moved by Stafford; seconded by Herrera to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

9.F Fiscal Year 2023/2024 Budget Schedule

Mr. Newton provided an explanation on the item and requested direction from the council should they want to see any changes to the schedule.

No public comment.

It was the consensus of the council to move forward as presented.

- 9.G Discussion regarding Economic Development Implementation Plan Ad-Hoc Committee Consider Economic Development Implementation Plan Ad-Hoc Committee appointments, modified Ad-Hoc members, or dissolve Ad-Hoc Committee.

Mr. Newton again provided an explanation of the item and inquired as to whether or not the council desired to make any changes to the Ad Hoc Committee appointments or dissolve the Ad Hoc altogether.

No less than three public members spoke and shared their opinion on the potential shared position with the Susanville Indian Rancheria.

Mayor McCourt reminded the public of the topic currently being considered.

After much discussion, remove stafford from ED Ad Hoc and appoint Councilmember Brown.

Moved by Herrera; seconded by Schuster to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

10. SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY:

11. SUSANVILLE MUNICIPAL ENERGY CORPORATION:

12. CONTINUING BUSINESS:

12.A Consider **Resolution No. 23-6108**, approving the hire of three seasonal firefighters during the summer months, including peak fire season, for the Fire Department, as discussed at the February 1, 2023, City Council Meeting. Approve modifying the approved position list.

Chief Moore, provided an explanation of why the department was requesting three summer firefighters and requested approval of Resolution No. 23-6108. He continued by thanking the council for considering this option as any additional staffing is a benefit to his department.

[23-6108.pdf](#)
[230315 Draft.pdf](#)

Motion to approve Resolution No. 23-6108, approving the hire of three seasonal firefighters during the summer months, including peak fire season, for the Fire Department, as discussed at the February 1, 2023, City Council Meeting. Approve modifying the approved position list.

Moved by Brown; seconded by Herrera to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

12.B City Project Priorities

Mr. Newton provided an explanation of why this item is on the second meeting of the month. He provided a brief history of how the staffing levels at the city have decreased even if the workload has not been reduced. He provided the priority list, a to do list, and reviewed those items that are being worked on, not yet worked on and completed. He added that above the line are items currently being worked on and almost completed. Those under the blue line could be completed in the next two months and those under the red line may take three months or more.

[230315 City Project Priorities - Staff Report.docx](#)

13. CITY ADMINISTRATOR'S REPORTS:

13.A Department reports - *This item was heard prior to item 5.*

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

Informational item with possible direction to staff.

Mr. Newton presented the business from the floor items and provided an explanation of why the list was created. He added that, at any time, a council member could request that items from this list be placed on the agenda for discussion and/or consideration.

Councilmember Stafford requested council support to bring back the item to discuss the option of moving the permanent supportive housing previously proposed for N. Mesa Street, to be located on the corner of Skyline and Ash. Herrera agreed.

Mr. Newton stated that it would be appropriate to bring it back at the next meeting for discussion.

[20230315_Items_from_the_Podium.pdf](#)

The City Council recessed at 7:24 p.m. and returned to closed session at 7:32 p.m.

Council Reconvened in open session at 8:56 p.m.

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

16. **ADJOURNMENT:** The City Council adjourned at 8:57 p.m.

Respectfully submitted by:

Quincy McCourt, Mayor

Heidi Whitlock, City Clerk

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Alicia Cordova, Administrative Services

Action Date: April 5, 2023

SUBJECT: Vendor and payroll warrant

PRESENTED BY: Chandra Jabbs, Finance Manager

SUMMARY: Warrants dated March 1, 2023 through March 24, 2023 numbered 217971-218132.

FISCAL IMPACT: Account Payable vendor warrants totaling \$251,922.10, plus \$556,205.44 in payroll warrants, for a total of \$808,127.54.

ACTION REQUESTED: Motion to receive and file

ATTACHMENTS:
[03-01-2023.pdf](#)
[03-09-2023.pdf](#)
[03-15-2023.pdf](#)
[03-17-2023.pdf](#)
[03-23-2023.pdf](#)

Report Criteria:

Report type: GL detail

Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
03/23	03/01/2023	217971	9432	ALL SEASON HEATING	NO.274 WOODSTOVE REPLACE	022823	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 022823:											
03/23	03/01/2023	217972	9432	ALL SEASON HEATING	REIMBURSEMENT PERMIT 230	022123	1	1011-424-20-32	BUILDING PERMITS	173.00	173.00
Total 022123:											
03/23	03/01/2023	217973	10709		REFUND GAS DEPOSIT	10414900014	1	7401-2228-000	DEPOSITS-CUSTOMER	151.01	151.01
Total 10414900014:											
03/23	03/01/2023	217974	1292		REIMBURSEMENT FLOOR CRE	010423	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	75.77	75.77
Total 010423:											
03/23	03/01/2023	217975	8854	CALIFORNIA JOINT POW	LIABILITY INSTANCE	DRONE-SCORE-2211912	1	7630-411-40-45	INSURANCE-LIABILITY	349.00	349.00
Total DRONE-SCORE-2211912:											
03/23	03/01/2023	217977	148	COMPUTER LOGISTICS	TECHNICAL SERVICES	83974	1	1000-417-10-43	TECHNICAL SVCS	1,760.07	1,760.07
Total 83974:											
03/23	03/01/2023	217977	148	COMPUTER LOGISTICS	TECHNICAL SERVICES	83975	1	1000-417-10-43	TECHNICAL SVCS	686.16	686.16
Total 83975:											
03/23	03/01/2023	217977	148	COMPUTER LOGISTICS	TECHNICAL SERVICES	83980	1	1000-417-10-43	TECHNICAL SVCS	682.80	682.80
Total 83980:											
03/23	03/01/2023	217977	148	COMPUTER LOGISTICS	IT SERVICES 22/23	84007	1	1000-417-10-43	TECHNICAL SVCS	1,808.40	1,808.40

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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 84007:											
03/23	03/01/2023	217977	148	COMPUTER LOGISTICS	IT SERVICES-PD	84007.	1	1009-421-10-43	TECHNICAL SERVICES	2,082.40	2,082.40
Total 84007.:											
03/23	03/01/2023	217977	148	COMPUTER LOGISTICS	IT SERVICES- FD	84007..	1	1010-422-10-43	TECHNICAL SVCS	219.20	219.20
Total 84007.:											
03/23	03/01/2023	217977	148	COMPUTER LOGISTICS	IT SERVICES-PW	84007...	1	7620-430-10-43	TECHNICAL SVCS	1,370.00	1,370.00
Total 84007.:											
03/23	03/01/2023	217978	161	CSK AUTO INC	OIL FILTERS-FD	2740422583	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	286.48	286.48
Total 2740422583:											
03/23	03/01/2023	217979	219	ED STAUB & SONS PETR	300 GAL PROPANE-GC	8812746	1	7530-451-52-46	PROPANE	727.16	727.16
Total 8812746:											
03/23	03/01/2023	217980	265	FRONTIER	257-4725-FAX	4725 021523	1	1000-417-10-45	COMMUNICATIONS	81.07	81.07
03/23	03/01/2023	217980	265	FRONTIER	257-4725 CITY HALL FAX	4725 021523	2	1011-419-10-45	COMMUNICATIONS	81.06	81.06
Total 4725 021523:											
03/23	03/01/2023	217980	265	FRONTIER	257-5603 POLICE	5603 021023	1	1009-421-10-45	COMMUNICATIONS	740.55	740.55
Total 5603 021023:											
03/23	03/01/2023	217981	10712		RETURN FACILITY DEPOSIT	022823	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00
Total 022823:											
03/23	03/01/2023	217982	10713		TR EX POST BASIC TRAFFIC C	020623	1	1009-421-10-45	TRAINING	379.50	379.50

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 020623:											
03/23	03/01/2023	217983	10714		TR EX POST BASIC TRAFFIC C	020623	1	1009-421-10-45	TRAINING	379.50	379.50
Total 020623:											
03/23	03/01/2023	217984	572	QUILL CORPORATION	OFFICE SUPPLIES	30766330	1	1000-415-10-46	SUPPLIES-GENERAL	177.27	177.27
Total 30766330:											
03/23	03/01/2023	217984	572	QUILL CORPORATION	OFFICE SUPPLIES	30833110	1	1000-415-10-46	SUPPLIES-GENERAL	47.62	47.62
Total 30833110:											
03/23	03/01/2023	217984	572	QUILL CORPORATION	OFFICE SUPPLIES	30845828	1	1000-415-10-46	SUPPLIES-GENERAL	15.78	15.78
Total 30845828:											
03/23	03/01/2023	217985	10711		REFUND WATER DEPOSIT	10122600007	1	7110-2228-000	DEPOSITS-CUSTOMER	24.54	24.54
Total 10122600007:											
03/23	03/01/2023	217986	9946	SUN RIDGE SYSTEMS IN	RIMS ANNUAL SUPPORT	7413	1	1009-421-10-43	TECHNICAL SERVICES	10,545.00	10,545.00
Total 7413:											
03/23	03/01/2023	217987	7179		RETURN FACILITY DEPOSIT	022823	1	1000-2228-009	DEPOSITS-COMM CENTER RE	75.00	75.00
Total 022823:											
03/23	03/01/2023	217988	9717	TIAA COMMERCIAL FINA	COPIER-PW	9395383	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	345.15	345.15
Total 9395383:											
03/23	03/01/2023	217989	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- CITY H	877	1	1000-417-10-43	PROFESSIONAL SVCS	350.00	350.00
Total 877:											

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
03/23	03/01/2023	217990	749	VERIZON WIRELESS	CELLULAR PHONES - FD	9927967274	1	1010-422-10-45	COMMUNICATIONS	320.27	320.27
03/23	03/01/2023	217990	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CO	9927967274	2	1000-411-10-45	COMMUNICATIONS	122.46	122.46
Total 9927967274:											
Grand Totals:											
										442.73	442.73
										25,631.22	25,631.22

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
03/23	03/09/2023	217998	2	A-1 CHEMICAL INC	JANITORIAL SUPPLIES-PARKS	815241	1	1011-452-20-46	SUPPLIES-JANITORIAL	253.11	253.11
Total 815241:											
03/23	03/09/2023	217998	2	A-1 CHEMICAL INC	JANITORIAL SUPPLIES-CITY HA	816121	1	1000-417-10-46	SUPPLIES-JANITORIAL	214.55	214.55
Total 816121:											
03/23	03/09/2023	217999	1244	ACUSHNET COMPANY	SUPPLIES- GC	915076876	1	7530-451-55-46	SUPPLIES - GENERAL	2,132.98	2,132.98
Total 915076876:											
03/23	03/09/2023	218000	696	ANSORGE INC	MONTHLY MAINT. FEE TO ASSE	2015	1	7201-430-81-43	TECHNICAL SVCS	600.00	600.00
Total 2015:											
03/23	03/09/2023	218000	696	ANSORGE INC	REPAIR & MAINT-AIRPORT	2015.	1	7201-430-81-44	REPAIR AND MAINTENANCE-MI	1,930.06	1,930.06
Total 2015.:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-PW	5980072709	1	7620-430-10-44	LINEN SERVICE	62.66	62.66
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-PARKS	5980072709	2	1011-452-20-44	LINEN SERVICES	7.91	7.91
Total 5980072709:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	5980072715	1	7620-430-10-46	SUPPLIES-JANITORIAL	1.74	1.74
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	5980072715	2	2007-431-20-44	LINEN SERVICE	50.56	50.56
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980072715	3	7401-430-62-44	LINEN SERVICES	11.75	11.75
Total 5980072715:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980072720	1	7401-430-62-44	LINEN SERVICES	98.55	98.55
Total 5980072720:											
										98.55	98.55

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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
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE- WATER	5980072728	1	7110-430-42-44	LINEN SERVICE	160.70	160.70
Total 5980072728:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	5980074567	1	7620-430-10-44	LINEN SERVICE	58.35	58.35
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-PARKS	5980074567	2	1011-452-20-44	LINEN SERVICES	11.98	11.98
Total 5980074567:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	5980074572	1	7620-430-10-46	SUPPLIES-JANITORIAL	1.74	1.74
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	5980074572	2	2007-431-20-44	LINEN SERVICE	188.05	188.05
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980074572	3	7401-430-62-44	LINEN SERVICES	11.75	11.75
Total 5980074572:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980074580	1	7401-430-62-44	LINEN SERVICES	74.53	74.53
Total 5980074580:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE- WATER	5980074595	1	7110-430-42-44	LINEN SERVICE	55.18	55.18
Total 5980074595:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-PW	5980076784	1	7620-430-10-44	LINEN SERVICE	71.68	71.68
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-PARKS	5980076784	2	1011-452-20-44	LINEN SERVICES	13.18	13.18
Total 5980076784:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980076793	1	7401-430-62-44	LINEN SERVICES	84.86	84.86
Total 5980076793:											
03/23	03/09/2023	218001	44	ARAMARK UNIFORM SER	UNIFORM SERVICE- WATER	5980076807	1	7110-430-42-44	LINEN SERVICE	87.79	87.79
Total 5980076807:											
03/23	03/09/2023	218002	10390	AUTOZONE PARTS INC	WIPER BLADES-FD	4015316971	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	75.32	75.32

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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 4015316971:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	725 MAIN STREET	174860659U037	1	2007-431-20-44	DISPOSAL	75.32	75.32
Total 174860659U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	605 ASH STREET	174860663U037	1	2007-431-20-44	DISPOSAL	25.60	25.60
Total 174860663U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	174860872U037	1	7620-430-10-44	DISPOSAL	224.75	224.75
Total 174860872U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	174860873U037	1	1000-417-10-44	DISPOSAL	218.76	218.76
Total 174860873U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	174860874U037	1	1011-452-20-44	DISPOSAL	212.77	212.77
Total 174860874U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	1801 MAIN ST	174860875U037	1	1009-421-10-44	DISPOSAL	128.05	128.05
Total 174860875U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	720 SOUTH ST-SHOP	174860876U037	1	7620-430-10-44	DISPOSAL	236.72	236.72
Total 174860876U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	174860878U037	1	1010-422-10-44	DISPOSAL	218.76	218.76
Total 174860878U037:											
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	1110 NORTH STREET	174860956U037	1	1011-452-20-44	DISPOSAL	311.22	311.22
Total 174860956U037:											

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
03/23	03/09/2023	218003	1307	C&S WASTE SOLUTIONS	1408 MAIN STREET	174860965U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860965U037:											
03/23	03/09/2023	218004	815	CALIFORNIA RURAL WAT	MEMBESHIP DUES-WATER	021423	1	7110-430-42-48	DUES AND MEMBERSHIPS	247.73	247.73
03/23	03/09/2023	218004	815	CALIFORNIA RURAL WAT	MEMBERSHIP DUES-WATER	021423	2	7110-1430-105	PRE-PAID OTHER	1,259.27	1,259.27
Total 021423:											
03/23	03/09/2023	218005	8291		TR EX COLFAX 2/22/23-2/23/23	030823	1	1011-425-20-45	TRAVEL	121.75	121.75
Total 030823:											
03/23	03/09/2023	218006	161	CSK AUTO INC	CREDIT- GC	2740417174	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	238.03-	238.03-
Total 2740417174:											
03/23	03/09/2023	218006	161	CSK AUTO INC	GLOW PLUG-WATER	2740418924	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	231.57	231.57
Total 2740418924:											
03/23	03/09/2023	218006	161	CSK AUTO INC	BRAKE CLEANER, GLOVES-GA	2740419764	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	36.18	36.18
03/23	03/09/2023	218006	161	CSK AUTO INC	BRAKE CLEANER, GLOVES-WA	2740419764	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	36.17	36.17
03/23	03/09/2023	218006	161	CSK AUTO INC	BRAKE CLEANER, GLOVES-ST	2740419764	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	36.17	36.17
Total 2740419764:											
03/23	03/09/2023	218006	161	CSK AUTO INC	OIL FILTER, CHAIN LUBE, TRAC	2740420055	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	130.86	130.86
Total 2740420055:											
03/23	03/09/2023	218006	161	CSK AUTO INC	SUPPLIES-WATER	2740420144	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	75.76	75.76
Total 2740420144:											
03/23	03/09/2023	218006	161	CSK AUTO INC	GREEN NOZZLE-GAS	2740421178	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	26.34	26.34
03/23	03/09/2023	218006	161	CSK AUTO INC	GREEN NOZZLE-WATER	2740421178	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	26.34	26.34
03/23	03/09/2023	218006	161	CSK AUTO INC	GREEN NOZZLE-STREETS	2740421178	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	26.33	26.33

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 2740421178:											
03/23	03/09/2023	218006	161	CSK AUTO INC	GREEN NOZZLE-GAS	2740421253	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	79.01	79.01
03/23	03/09/2023	218006	161	CSK AUTO INC	GREEN NOZZLE-WATER	2740421253	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	40.05	40.05
03/23	03/09/2023	218006	161	CSK AUTO INC	GREEN NOZZLE-STREETS	2740421253	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	40.05	40.05
Total 2740421253:											
03/23	03/09/2023	218006	161	CSK AUTO INC	SUPPLIES-GAS	2740422117	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	120.15	120.15
03/23	03/09/2023	218006	161	CSK AUTO INC	SUPPLIES-WATER	2740422117	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	25.96	25.96
03/23	03/09/2023	218006	161	CSK AUTO INC	SUPPLIES-STREETS	2740422117	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	25.96	25.96
Total 2740422117:											
03/23	03/09/2023	218006	161	CSK AUTO INC	SHOCK BUSHING, FLAT WASHE	2740422159	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	77.88	77.88
Total 2740422159:											
03/23	03/09/2023	218006	161	CSK AUTO INC	BAR, LIGHT-PW	2740422161	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	45.12	45.12
Total 2740422161:											
03/23	03/09/2023	218006	161	CSK AUTO INC	GOVERNOR-GAS	2740422223	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	989.48	989.48
03/23	03/09/2023	218006	161	CSK AUTO INC	GOVERNOR-WATER	2740422223	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	7.84	7.84
03/23	03/09/2023	218006	161	CSK AUTO INC	GOVERNOR-STREETS	2740422223	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	7.83	7.83
Total 2740422223:											
03/23	03/09/2023	218006	161	CSK AUTO INC	PULLEY, V-BELT-PARKS	2740422457	1	1011-424-20-44	VEHICLE - REPAIR & MAINTENA	23.51	23.51
Total 2740422457:											
03/23	03/09/2023	218006	161	CSK AUTO INC	BATTERY, CORE CHARGE-GAS	2740422489	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	143.57	143.57
03/23	03/09/2023	218006	161	CSK AUTO INC	BATTERY, CORE CHARGE-WAT	2740422489	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	57.84	57.84
03/23	03/09/2023	218006	161	CSK AUTO INC	BATTERY, CORE CHARGE-STR	2740422489	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	57.84	57.84
Total 2740422489:											
										173.52	173.52

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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
03/23	03/09/2023	218006	161	CSK AUTO INC	AIR FILTER-GAS	2740422536	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	21.10	21.10
03/23	03/09/2023	218006	161	CSK AUTO INC	AIR FILTER-WATER	2740422536	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	21.09	21.09
03/23	03/09/2023	218006	161	CSK AUTO INC	AIR FILTER-STREETS	2740422536	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	21.09	21.09
Total 2740422536:											
03/23	03/09/2023	218006	161	CSK AUTO INC	CREDIT- PARKS	2740422588	1	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	63.28	63.28
Total 2740422588:											
03/23	03/09/2023	218006	161	CSK AUTO INC	WIPER BLADE-PARKS	2740423074	1	1011-424-20-44	VEHICLE - REPAIR & MAINTENA	27.69	27.69
Total 2740423074:											
03/23	03/09/2023	218006	161	CSK AUTO INC	DRILL BIT SET-GAS	2740423196	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	27.62	27.62
03/23	03/09/2023	218006	161	CSK AUTO INC	DRILL BIT SET-WATER	2740423196	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	27.61	27.61
03/23	03/09/2023	218006	161	CSK AUTO INC	DRILL BIT SET-STREETS	2740423196	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	27.61	27.61
Total 2740423196:											
03/23	03/09/2023	218006	161	CSK AUTO INC	PAN HEAD, RUBBER CLAMP-GA	2740423200	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	82.84	82.84
03/23	03/09/2023	218006	161	CSK AUTO INC	PAN HEAD, RUBBER CLAMP-W	2740423200	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	6.63	6.63
03/23	03/09/2023	218006	161	CSK AUTO INC	PAN HEAD, RUBBER CLAMP-ST	2740423200	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	6.62	6.62
Total 2740423200:											
03/23	03/09/2023	218006	161	CSK AUTO INC	SUPPLIES-GAS	2740423571	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	19.87	19.87
03/23	03/09/2023	218006	161	CSK AUTO INC	SUPPLIES-WATER	2740423571	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	2.74	2.74
03/23	03/09/2023	218006	161	CSK AUTO INC	SUPPLIES-STREETS	2740423571	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	2.74	2.74
Total 2740423571:											
03/23	03/09/2023	218007	1565	DIRTY JOE'S CAR WASH	CAR WASH- CODE ENFORCEM	030423	1	1011-425-20-46	SUPPLIES-GENERAL	8.21	8.21
Total 030423:											
03/23	03/09/2023	218007	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	030423	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	70.00	70.00
Total 030423:											
03/23	03/09/2023	218007	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	030423	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	60.00	60.00

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Total 030423.:											
03/23	03/09/2023	218008	10715		REFUND WATER DEPOSIT	10417000015	1	7110-2228-000	DEPOSITS-CUSTOMER	60.00	60.00
Total 10417000015:											
03/23	03/09/2023	218009	219	ED STAUB & SONS PETR	FINANCE CHARGE-PW	8300181	1	7620-430-10-46	SUPPLIES-GENERAL	20.77	20.77
Total 8300181:											
03/23	03/09/2023	218009	219	ED STAUB & SONS PETR	FINANCE CHARGE-PW	8594207	1	7620-430-10-46	SUPPLIES-GENERAL	3.49	3.49
Total 8594207:											
03/23	03/09/2023	218009	219	ED STAUB & SONS PETR	212.87 GAL PROPANE-AIRPORT	8704437	1	7201-430-81-46	PROPANE	162.88	162.88
Total 8704437:											
03/23	03/09/2023	218009	219	ED STAUB & SONS PETR	FINANCE CHARGE-PW	8881439	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	563.46	563.46
Total 8881439:											
03/23	03/09/2023	218009	219	ED STAUB & SONS PETR	151.10 GAL PROPANE-GC	8903529	1	7530-451-50-46	PROPANE	9.51	9.51
Total 8903529:											
03/23	03/09/2023	218010	241	FEATHER PUBLISHING C	LETTERHEAD ENVELOPES	1853710	1	1000-417-10-45	PRINTING AND BINDING	359.42	359.42
Total 1853710:											
03/23	03/09/2023	218011	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	370723A	1	7110-430-42-43	PROFESSIONAL SVCS	474.33	474.33
Total 370723A:											
03/23	03/09/2023	218011	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	370737A	1	7110-430-42-43	PROFESSIONAL SVCS	164.00	164.00
Total 370737A:											
03/23	03/09/2023	218011	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	370737A	1	7110-430-42-43	PROFESSIONAL SVCS	110.00	110.00
Total 370737A:											
Total 370737A:											

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03/23	03/09/2023	218011	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	370738A	1	7112-430-42-43	PROFESSIONAL SVCS	35.00	35.00
Total 370738A:											
03/23	03/09/2023	218011	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	371040A	1	7110-430-42-43	PROFESSIONAL SVCS	133.00	133.00
Total 371040A:											
03/23	03/09/2023	218012	265	FRONTIER	257-0315 AWOS AIRPORT	0315 021523	1	7201-430-81-45	COMMUNICATIONS	78.77	78.77
Total 0315 021523:											
03/23	03/09/2023	218012	265	FRONTIER	257-1057-FAX PW	1057 022023	1	7620-430-10-45	COMMUNICATIONS	198.73	198.73
Total 1057 022023:											
03/23	03/09/2023	218012	265	FRONTIER	257-1887 BACKUP	1887 030123	1	1000-417-10-45	COMMUNICATIONS	65.98	65.98
Total 1887 030123:											
03/23	03/09/2023	218012	265	FRONTIER	252-1182 SCADA	2-1182 021023	1	7110-430-42-45	COMMUNICATIONS	510.14	510.14
Total 2-1182 021023:											
03/23	03/09/2023	218012	265	FRONTIER	257-2520 GOLF COURSE	2520 030123	1	7530-451-52-45	COMMUNICATIONS	369.96	369.96
Total 2520 030123:											
03/23	03/09/2023	218012	265	FRONTIER	257-2845 U/B ROLL OVER	2845 021523	1	7620-430-10-45	COMMUNICATIONS	118.79	118.79
Total 2845 021523:											
03/23	03/09/2023	218012	265	FRONTIER	257-1182 NAT GAS TELEMETRY	7-1182 021023	1	7401-430-62-45	COMMUNICATIONS	75.39	75.39
Total 7-1182 021023:											
03/23	03/09/2023	218013	1289	FULL SPECTRUM INC	WATER SYSTEM SCADA WORK	20230104	1	7110-430-46-43	TECHNICAL SVCS	337.50	337.50

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Total 20230104:											
03/23	03/09/2023	218014	1362	IRON MOUNTAIN INFO. M	CITY HALL SHREDDING	HJLJ955	1	1000-417-10-43	PROFESSIONAL SVCS	106.83	106.83
Total HJLJ955:											
03/23	03/09/2023	218015	1103	ITRON INC	METER READING SOFTWARE	629236	1	7401-430-62-43	TECHNICAL SVCS	1,453.24	1,453.24
03/23	03/09/2023	218015	1103	ITRON INC	METER READING SOFTWARE	629236	2	7110-430-42-43	TECHNICAL SVCS	1,453.23	1,453.23
03/23	03/09/2023	218015	1103	ITRON INC	METER READING SOFTWARE	629236	3	7401-1430-105	PRE-PAID OTHER	738.63	738.63
03/23	03/09/2023	218015	1103	ITRON INC	METER READING SOFTWARE	629236	4	7110-1430-105	PRE-PAID OTHER	738.63	738.63
Total 629236:											
03/23	03/09/2023	218016	5484		REIM. FUEL	030823	1	1009-421-10-46	GASOLINE	50.00	50.00
Total 030823:											
03/23	03/09/2023	218017	1399	KIRACK CONSTRUCTION	PD COLLISION REPAIRS PHASE	7937	1	1009-421-14-44	FACILITY-REPAIR & MAINTENA	3,295.00	3,295.00
Total 7937:											
03/23	03/09/2023	218018	1399	KIRACK CONSTRUCTION	GAS DEPT WINDOW	7951	1	7401-430-62-44	REPAIR AND MAINTENANCE-FA	7,495.00	7,495.00
Total 7951:											
03/23	03/09/2023	218019	1399	KIRACK CONSTRUCTION	DMGC FLOOD RESTORATION P	030723	1	7530-451-55-44	CONSTRUCTION SERVICES	60,092.14	60,092.14
Total 030723:											
03/23	03/09/2023	218020	411	LASSEN MOTOR PARTS	SUPPLIES-SNOW	429948	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	19.61	19.61
Total 429948:											
03/23	03/09/2023	218020	411	LASSEN MOTOR PARTS	SMALL TOOLS-WATER	430162	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	122.29	122.29
Total 430162:											
03/23	03/09/2023	218021	437	LMUD	471-920 JOHNSTONVILLE RD-AI	10108 022523	1	7201-430-81-46	ELECTRICITY	152.89	152.89

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Total 10108 022523:											
03/23	03/09/2023	218021	437	LMUD	GOLF COURSE IRR WELL/ NAG	122907 022523	1	7530-451-52-46	ELECTRICITY	152.89	152.89
Total 122907 022523:											
03/23	03/09/2023	218021	437	LMUD	GOLF COURSE PUMP STATION	122910 022523	1	7530-451-52-46	ELECTRICITY	46.29	46.29
Total 122910 022523:											
03/23	03/09/2023	218021	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 022523	1	7530-451-52-46	ELECTRICITY	137.36	137.36
Total 122929 022523:											
03/23	03/09/2023	218021	437	LMUD	GOLF COURSE PUMP HOUSE	132052 022523	1	7530-451-52-46	ELECTRICITY	30.00	30.00
Total 132052 022523:											
03/23	03/09/2023	218021	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 022523	1	7530-451-52-46	ELECTRICITY	195.13	195.13
Total 144281 022523:											
03/23	03/09/2023	218021	437	LMUD	SOUTH ST - PW OFFICE	14590 022523	1	7620-430-10-46	ELECTRICITY	233.35	233.35
Total 14590 022523:											
03/23	03/09/2023	218021	437	LMUD	SOUTH ST ROOSEVELT AREA L	1744 022523	1	1011-452-20-46	ELECTRICITY	876.70	876.70
Total 1744 022523:											
03/23	03/09/2023	218021	437	LMUD	RIVERSIDE DR PARK	1999 022523	1	1011-452-20-46	ELECTRICITY	9.64	9.64
Total 1999 022523:											
03/23	03/09/2023	218021	437	LMUD	CADY SPRINGS	26784 022523	1	7110-430-42-46	ELECTRICITY	182.87	182.87
Total 26784 022523:											

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03/23	03/09/2023	218021	437	LMUD	1505 MAIN ST FIRE STATION	2876 022523	1	1010-422-10-46	ELECTRICITY	829.37	829.37
Total 2876 022523:											
03/23	03/09/2023	218021	437	LMUD	RICHMOND RD BRIDGE	35094 022523	1	2007-431-60-46	ELECTRICITY	284.90	284.90
Total 35094 022523:											
03/23	03/09/2023	218021	437	LMUD	LITTLE LEAGUE AREA LIGHTS	3522 022523	1	1011-452-20-46	ELECTRICITY	65.17	65.17
Total 3522 022523:											
03/23	03/09/2023	218021	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 022523	1	2007-431-60-46	ELECTRICITY	155.96	155.96
Total 3651 022523:											
03/23	03/09/2023	218021	437	LMUD	720 SOUTH EMULSION TANK-P	38646 022523	1	7620-430-10-46	ELECTRICITY	258.59	258.59
Total 38646 022523:											
03/23	03/09/2023	218021	437	LMUD	LITTLE LEAGUE PARK DRIVEW	416851 022523	1	1011-452-20-46	ELECTRICITY	33.93	33.93
Total 416851 022523:											
03/23	03/09/2023	218021	437	LMUD	LAUREL SR MID POINT OF LAU	416902 022523	1	2007-431-60-46	ELECTRICITY	33.93	33.93
Total 416902 022523:											
03/23	03/09/2023	218021	437	LMUD	SOUTH ST	416924 022523	1	2007-431-60-46	ELECTRICITY	33.93	33.93
Total 416924 022523:											
03/23	03/09/2023	218021	437	LMUD	RICHMOND RD & PEARL CR	416984 022523	1	2007-431-60-46	ELECTRICITY	33.93	33.93
Total 416984 022523:											
03/23	03/09/2023	218021	437	LMUD	1801 MAIN ST STREET LT	417512 022523	1	2007-431-60-46	ELECTRICITY	33.93	33.93

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Total 417512 022523:											
03/23	03/09/2023	218021	437	LMUD	ORCHARD STREET LIGHTS	418802 022523	1	2007-431-60-46	ELECTRICITY	33.93	33.93
Total 418802 022523:											
03/23	03/09/2023	218021	437	LMUD	RIVERSIDE DR. & LAUREL STR	418824 022523	1	2007-431-60-46	ELECTRICITY	33.93	33.93
Total 418824 022523:											
03/23	03/09/2023	218021	437	LMUD	AIRPORT HANGER 3 & 4	437106 022523	1	7201-430-81-46	ELECTRICITY	34.21	34.21
Total 437106 022523:											
03/23	03/09/2023	218021	437	LMUD	RIVERSIDE DR. & LAUREL STR	4418833 022523	1	2007-431-60-46	ELECTRICITY	33.93	33.93
Total 4418833 022523:											
03/23	03/09/2023	218021	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 022523	1	2007-431-60-46	ELECTRICITY	178.96	178.96
Total 49496 022523:											
03/23	03/09/2023	218021	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 022523	1	2007-431-60-46	ELECTRICITY	143.78	143.78
Total 49497 022523:											
03/23	03/09/2023	218021	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 022523	1	2007-431-60-46	ELECTRICITY	164.92	164.92
Total 49498 022523:											
03/23	03/09/2023	218021	437	LMUD	RIVERSIDE & MAIN SIGNALS-S	49499 022523	1	2007-431-60-46	ELECTRICITY	287.11	287.11
Total 49499 022523:											
03/23	03/09/2023	218021	437	LMUD	471-920 JOHNSTONVILLE RD-AI	54333 022523	1	7201-430-81-46	ELECTRICITY	36.14	36.14
Total 54333 022523:											

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03/23	03/09/2023	218021	437	LMUD	SPRING RIDGE BOOSTER	55754 022523	1	7110-430-42-46	ELECTRICITY	703.85	703.85
Total 55754 022523:											
03/23	03/09/2023	218021	437	LMUD	606 1/2 NEVADA ST	58211 022523	1	7620-430-10-46	ELECTRICITY	6.58	6.58
Total 58211 022523:											
03/23	03/09/2023	218021	437	LMUD	925 SIERRA RD SPORTS CTR	60453 022523	1	1011-452-20-46	ELECTRICITY	32.80	32.80
Total 60453 022523:											
03/23	03/09/2023	218021	437	LMUD	471-920 JOHNSTONVILLE RD AI	7146 022523	1	7201-430-81-46	ELECTRICITY	502.96	502.96
Total 7146 022523:											
03/23	03/09/2023	218021	437	LMUD	471-920 JOHNSTONVILLE RD AI	7154 022523	1	7201-430-81-46	ELECTRICITY	39.99	39.99
Total 7154 022523:											
03/23	03/09/2023	218021	437	LMUD	WINGFIELD CLUBHOUSE	7394 022523	1	7530-451-50-46	ELECTRICITY	111.52	111.52
Total 7394 022523:											
03/23	03/09/2023	218021	437	LMUD	GOLF COURSE CART BARN 2	7400 022523	1	7530-451-52-46	ELECTRICITY	31.05	31.05
Total 7400 022523:											
03/23	03/09/2023	218021	437	LMUD	WELL #1-WATER	7714 022523	1	7110-430-42-46	ELECTRICITY	464.91	464.91
Total 7714 022523:											
03/23	03/09/2023	218021	437	LMUD	1801 MAIN ST POLICE STATION	8314 022523	1	1009-421-10-46	ELECTRICITY	850.40	850.40
Total 8314 022523:											
03/23	03/09/2023	218021	437	LMUD	GOLF COURSE BARN 1 & 3	9312 022523	1	7530-451-52-46	ELECTRICITY	30.00	30.00

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Total 9312 022523:											
03/23	03/09/2023	218021	437	LMUD	RIVERSIDE PARK	9501 022523	1	1011-452-20-46	ELECTRICITY	212.14	212.14
Total 9501 022523:											
03/23	03/09/2023	218021	437	LMUD	GEO PUMP #2	9503 022523	1	7301-430-52-46	ELECTRICITY	50.87	50.87
Total 9503 022523:											
03/23	03/09/2023	218021	437	LMUD	HOSPITAL LN-GEO	9963 022523	1	7301-430-52-46	ELECTRICITY	30.00	30.00
Total 9963 022523:											
03/23	03/09/2023	218022	480	MINERS & PISANI INC	GAS METER	IN-018190	1	7401-1410-003	INVENTORY-GAS METERS	2,782.18	2,782.18
Total IN-018190:											
03/23	03/09/2023	218022	480	MINERS & PISANI INC	GAS METER	IN-018634	1	7401-1410-003	INVENTORY-GAS METERS	2,276.71	2,276.71
Total IN-018634:											
03/23	03/09/2023	218022	480	MINERS & PISANI INC	REPAIR & MAINT-GAS	IN-018636	1	7401-430-62-44	REPAIR AND MAINTENANCE-FA	810.33	810.33
Total IN-018636:											
03/23	03/09/2023	218023	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1174487	1	7401-430-62-43	TECHNICAL SVCS	53.22	53.22
03/23	03/09/2023	218023	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE RE	1174487	2	7110-430-42-43	TECHNICAL SVCS	53.22	53.22
Total 1174487:											
03/23	03/09/2023	218024	556	PITNEY BOWES INC	POSTAGE	8000900000677660 03052	1	1000-1410-002	INVENTORIES-POSTAGE	1,020.99	1,020.99
Total 8000900000677660 030523:											
03/23	03/09/2023	218025	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT	58020 022823	1	1000-417-10-45	COMMUNICATIONS	768.00	768.00

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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 58020 022823:											
03/23	03/09/2023	218025	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	68444 022823	1	7620-430-10-45	COMMUNICATIONS	394.33	394.33
Total 68444 022823:											
03/23	03/09/2023	218026	9689	PRENTICE LONG & EPPE	PROFESSIONAL SERVICES	5673	1	1000-412-10-43	PROFESSIONAL SVCS	430.00	430.00
Total 5673:											
03/23	03/09/2023	218027	576	R.S.S.E. INC	FUEL CARDS-PW	34683	1	7620-430-10-46	SUPPLIES-GENERAL	205.93	205.93
Total 34683:											
03/23	03/09/2023	218028	582	RAY MORGAN CO INC	BASE RATE CHARGE	4004296	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	550.06	550.06
03/23	03/09/2023	218028	582	RAY MORGAN CO INC	BASE RATE CHARGE-PD	4004296	2	1009-421-10-44	RENT & LEASES EQUIP & VEHI	267.89	267.89
Total 4004296:											
03/23	03/09/2023	218029	8769		TR EC COLFAX 02/22/23-02/23/2	030823	1	1011-424-20-45	TRAVEL	121.75	121.75
Total 030823:											
03/23	03/09/2023	218030	10717		REFUND GAS DEPOSIT	10219300141	1	7401-2228-000	DEPOSITS-CUSTOMER	8.95	8.95
Total 10219300141:											
03/23	03/09/2023	218031	10705		TR EX COLFAX 02/22/23-02/23/2	030823	1	7620-430-10-45	TRAVEL	121.75	121.75
Total 030823:											
03/23	03/09/2023	218032	1379	SENSIT TECHNOLOGIES	TECHNICAL SERVICES-GAS	0340041-IN	1	7401-430-62-43	TECHNICAL SVCS	283.18	283.18
Total 0340041-IN:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	GLOVES-WATER	513136	1	7110-430-42-46	SUPPLIES-GENERAL	8.76	8.76

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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 513136:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	PAINT REMOVER-PARKS	513143	1	1011-452-20-46	SUPPLIES-GENERAL	9.44	9.44
Total 513143:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	SUPPLIES-WATER	513154	1	7110-430-42-46	SUPPLIES-GENERAL	25.48	25.48
Total 513154:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	TRASH CAN-PARKS	513206	1	1011-452-20-46	SUPPLIES-GENERAL	26.29	26.29
Total 513206:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	FASTENERS-WATER	513208	1	7110-430-42-46	SUPPLIES-GENERAL	5.17	5.17
Total 513208:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	SUPPLIES-WATER	513209	1	7110-430-42-46	SUPPLIES-GENERAL	17.90	17.90
Total 513209:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	SUPPLIES-GAS	513253	1	7401-430-62-46	SUPPLIES-GENERAL	32.80	32.80
Total 513253:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	SUPPLIES- PARKS	513257	1	1011-452-21-44	FACILITY - REPAIR & MAINTENA	14.60	14.60
Total 513257:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	SUPPLIES-WATER	513260	1	7112-430-42-46	SUPPLIES GENERAL	23.71	23.71
Total 513260:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	WINDOW REPAIR PARTS-PAKR	513296	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	37.34	37.34
Total 513296:											

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03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	FASTENERS-GAS	513447	1	7401-430-62-46	SUPPLIES-GENERAL	1.84	1.84
Total 513447:											
03/23	03/09/2023	218033	76	SUSANVILLE ACE HARD	FASTENERS-GAS	513474	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	1.84	1.84
Total 513474:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	806 NEVADA	1274 030123	1	7620-430-10-44	SEWER	47.00	47.00
Total 1274 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	66 N LASSEN	1276 030123	1	1000-417-10-44	SEWER	104.00	104.00
Total 1276 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	115 N WEATHERLOW	1448 030123	1	1011-451-80-44	SEWER	52.00	52.00
Total 1448 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	65 N WEATHERLOW - ROOPS F	1449 030123	1	1011-452-20-44	SEWER	156.00	156.00
Total 1449 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	1801 MAIN	2121 030123	1	1009-421-10-44	DISPOSAL	52.00	52.00
Total 2121 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	720 SOUTH ST	3203 030123	1	7620-430-10-44	SEWER	52.00	52.00
Total 3203 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	1850 RIVER ST	3667 030123	1	1011-452-20-44	SEWER	52.00	52.00
Total 3667 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR	3668 030123	1	1011-452-20-44	SEWER	118.00	118.00

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Total 3668 030123:											
03/23	03/09/2023	218034	677	SUSANVILLE SANITARY	1200 NORTH ST	3669 030123	1	1011-452-20-44	SEWER	118.00	118.00
Total 3669 030123:											
03/23	03/09/2023	218035	10716		TR EX SACRAMENTO CA 3/19/2	030923	1	7110-430-42-45	TRAVEL	52.00	52.00
Total 030923:											
03/23	03/09/2023	218036	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES- PW	881	1	7620-430-10-44	CUSTODIAL	315.50	315.50
Total 881:											
03/23	03/09/2023	218037	8930	ULINE	SUPPLIES-GAS	159619154	1	7401-430-62-46	SUPPLIES-GENERAL	234.46	234.46
Total 159619154:											
03/23	03/09/2023	218038	770	WESTERN NEVADA SUP	SUPPLIES- GAS	69643832	1	7401-430-62-46	SUPPLIES-GENERAL	126.81	126.81
Total 69643832:											
03/23	03/09/2023	218038	770	WESTERN NEVADA SUP	SUPPLIES-STREETTS	69643878	1	2007-431-20-46	SUPPLIES-GENERAL	23.12	23.12
Total 69643878:											
03/23	03/09/2023	218038	770	WESTERN NEVADA SUP	SUPPLIES-WATER	69650424	1	7110-430-42-46	SUPPLIES-GENERAL	307.13	307.13
Total 69650424:											
03/23	03/09/2023	218038	770	WESTERN NEVADA SUP	SUPPLIES-CITY HALL	69654256	1	1000-417-10-44	FACILITY - REPAIR & MAINTENA	63.32	63.32
Total 69654256:											
03/23	03/09/2023	218038	770	WESTERN NEVADA SUP	SUPPLIES- GAS	69655364	1	7401-430-62-46	SUPPLIES-GENERAL	37.62	37.62
Total 69655364:											

M = Manual Check, V = Void Check

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Grand Totals:

111,881.33	111,881.33
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Report Criteria:

Report type: GL detail
Check Voided = False

M = Manual Check, V = Void Check

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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
03/23	03/15/2023	218039	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9995566573	1	7110-430-42-46	SUPPLIES-GENERAL	370.99	370.99
03/23	03/15/2023	218039	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9995566573	2	7401-430-62-46	SUPPLIES-GENERAL	222.60	222.60
03/23	03/15/2023	218039	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9995566573	3	2007-431-20-46	SUPPLIES-GENERAL	148.39	148.39
Total 9995566573:											741.98
03/23	03/15/2023	218040	10719	ALLSTATE INSURANCE	REFUND GAS OVERPAYMENT	10410270300	1	9999-1001-001	CASH CLEARING - UTILITIES	63.55	63.55
Total 10410270300:											63.55
03/23	03/15/2023	218041	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	5980076789	1	7620-430-10-46	SUPPLIES-JANITORIAL	65.27	65.27
03/23	03/15/2023	218041	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	5980076789	2	2007-431-20-44	LINEN SERVICE	67.20	67.20
03/23	03/15/2023	218041	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980076789	3	7401-430-62-44	LINEN SERVICES	11.75	11.75
Total 5980076789:											144.22
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	1205 MAIN STREET	174860658U037	1	2007-431-20-44	DISPOSAL	99.52	99.52
Total 174860658U037:											99.52
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	801 MAIN STREET	174860661U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860661U037:											50.17
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	701 MAIN STREET	174860662U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860662U037:											50.17
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	617 MAIN STREET	174860664U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860664U037:											50.17
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	611 MAIN STREET	174860665U037	1	2007-431-20-44	DISPOSAL	50.17	50.17

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Total 174860665U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	400 MAIN STREET	174860666U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860666U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	628 MAIN STREET	174860668U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860668U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	732 MAIN STREET	174860669U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860669U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	819 MAIN STREET	17486066U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 17486066U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	1000 MAIN STREET	174860670U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860670U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	700 MAIN STREET	174860671U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860671U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	822 MAIN STREET	174860672U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860672U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	950 MAIN STREET	174860673U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860673U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	900 MAIN STREET	174860964U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860964U037:											

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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
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	1616 MAIN STREET	174860966U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860966U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	65 N LASSEN STREET	174860982U037	1	2007-431-20-44	DISPOSAL	50.17	50.17
Total 174860982U037:											
03/23	03/15/2023	218042	1307	C&S WASTE SOLUTIONS	732 MAIN STREET	174861097U037	1	2007-431-20-44	DISPOSAL	100.34	100.34
Total 174861097U037:											
03/23	03/15/2023	218043	148	COMPUTER LOGISTICS	NETWORK CABLING FOR NEVA	84046	1	7620-430-12-43	TECHNICAL SVCS	5,350.00	5,350.00
Total 84046:											
03/23	03/15/2023	218044	156	CREATIVE FORMS & CO	ENVELOPES-GAS	119927	1	7401-430-62-46	SUPPLIES-GENERAL	1,002.09	1,002.09
03/23	03/15/2023	218044	156	CREATIVE FORMS & CO	ENVELOPES-WATER	119927	2	7110-430-42-46	SUPPLIES-GENERAL	1,002.08	1,002.08
Total 119927:											
03/23	03/15/2023	218045	161	CSK AUTO INC	OIL FILTER, MOTOR OIL-GC	2740417173	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	316.18	316.18
03/23	03/15/2023	218045	161	CSK AUTO INC	OIL FILTER, MOTOR OIL-GC	2740417173	2	7530-451-56-44	REPAIR & MAINTENANCE MISC	300.00	300.00
Total 2740417173:											
03/23	03/15/2023	218045	161	CSK AUTO INC	POWER BELT-SNOW	2740423422	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	17.72	17.72
Total 2740423422:											
03/23	03/15/2023	218046	10670	CURRENT ELECTRIC & A	470-995 CIRCLE DR SECURITY	35266	1	7530-451-52-43	TECHNICAL SERVICES	40.00	40.00
Total 35266:											
03/23	03/15/2023	218047	184	DEPARTMENT OF JUSTI	FINGERPRINTS	640715	1	1000-416-10-45	FINGERPRINTING SERVICES	32.00	32.00
Total 640715:											
03/23	03/15/2023	218048	1565	DIRTY JOE'S CAR WASH	CAR WASH- CODE ENFORCEM	.030423	1	1011-425-20-46	SUPPLIES-GENERAL	10.00	10.00

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Total .030423:											
03/23	03/15/2023	218048	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	030423...	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	10.00	10.00
Total 030423...:											
03/23	03/15/2023	218049	10720	EDUCATION & OUTREAC	NATURAL GAS PUBLIC AWARE	23-1613	1	7401-430-62-45	ADVERTISING	5,325.93	5,325.93
Total 23-1613:											
03/23	03/15/2023	218050	257	FOREST OFFICE EQUIPM	SIGNATURE STAMP-FD	INV-4802	1	1010-422-10-46	SUPPLIES- GENERAL	39.08	39.08
Total INV-4802:											
03/23	03/15/2023	218051	265	FRONTIER	257-1033-PARKS	1033 030523	1	1011-452-20-45	COMMUNICATIONS	308.91	308.91
Total 1033 030523:											
03/23	03/15/2023	218051	265	FRONTIER	257-1041 ADMIN-PW	1041 030523	1	7620-430-10-45	COMMUNICATIONS	671.87	671.87
Total 1041 030523:											
03/23	03/15/2023	218051	265	FRONTIER	257-1044 PRI	1044 030523	1	7620-430-10-45	COMMUNICATIONS	131.48	131.48
Total 1044 030523:											
03/23	03/15/2023	218051	265	FRONTIER	257-7098 NATURAL GAS	7098 030123	1	7401-430-62-45	COMMUNICATIONS	85.98	85.98
Total 7098 030123:											
03/23	03/15/2023	218052	10721		TR EX ELK GROVE CA 3/22/23-3	03132023	1	1009-421-10-45	TRAINING	172.50	172.50
Total 03132023:											
03/23	03/15/2023	218053	10722		REFUND OVERPAYMENT 525 H	10306806420	1	9999-1001-001	CASH CLEARING - UTILITIES	10.90	10.90
Total 10306806420:											

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03/23	03/15/2023	218054	335	JW WOOD CO INC	SUPPLIES-PARKS	318384079	1	1011-452-20-46	SUPPLIES-GENERAL	17.28	17.28
Total 318384079:											
03/23	03/15/2023	218055	10718		REFUND OVERPAYMENT 457 H	10306650021	1	9999-1001-001	CASH CLEARING - UTILITIES	8.96	8.96
Total 10306650021:											
03/23	03/15/2023	218056	8571		TR EX FOLSOM 02/22/23-2/25/2	030723	1	1009-421-10-45	TRAINING	241.50	241.50
Total 030723:											
03/23	03/15/2023	218057	5027		REFUND GAS OVERPAYMENT	10316000016	1	9999-1001-001	CASH CLEARING - UTILITIES	560.63	560.63
Total 10316000016:											
03/23	03/15/2023	218057	5027		REFUND GAS OVERPAYMENT	10327000114	1	9999-1001-001	CASH CLEARING - UTILITIES	650.00	650.00
Total 10327000114:											
03/23	03/15/2023	218058	411	LASSEN MOTOR PARTS	SUPPLIES-SNOW	430054	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	15.13	15.13
Total 430054:											
03/23	03/15/2023	218058	411	LASSEN MOTOR PARTS	SMALL TOOLS-WATER	430412	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	311.70	311.70
Total 430412:											
03/23	03/15/2023	218059	10428	LOCAL AREA REVITALIZA	CIVIC CONTRIBUTIONS	1012	1	1000-466-33-46	CIVIC CONTRIBUTIONS	2,000.00	2,000.00
Total 1012:											
03/23	03/15/2023	218060	9983	MODOC COUNTY RECOR	ADVERTISEMENT-PD	75405	1	1009-421-10-43	PROFESSIONAL SERVICES	132.00	132.00
Total 75405:											
03/23	03/15/2023	218061	9652	NOVAH ELECTRIC	ELECTRICAL WORK ON NEVAD	2236	1	7620-430-12-43	TECHNICAL SVCS	3,500.00	3,500.00

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 2236:											
03/23	03/15/2023	218061	9652	NOVAH ELECTRIC	ELECTRICAL WORK ON NEVAD	2241-1	1	7620-430-12-43	TECHNICAL SVCS	3,500.00	3,500.00
Total 2241-1:											
03/23	03/15/2023	218062	5006		REFUND GAS OVERPAYMENT 1	10316450108	1	9999-1001-001	CASH CLEARING - UTILITIES	14.40	14.40
Total 10316450108:											
03/23	03/15/2023	218063	546	PAYLESS BUILDING SUP	SUPPLIES- PW RE-ORG	102326	1	7620-430-12-46	SUPPLIES-GENERAL	115.50	115.50
Total 102326:											
03/23	03/15/2023	218063	546	PAYLESS BUILDING SUP	SUPPLIES- PW RE-ORG	105091	1	7620-430-12-46	SUPPLIES-GENERAL	78.55	78.55
Total 105091:											
03/23	03/15/2023	218063	546	PAYLESS BUILDING SUP	SUPPLIES- PW RE-ORG	110197	1	7620-430-12-46	SUPPLIES-GENERAL	216.34	216.34
Total 110197:											
03/23	03/15/2023	218063	546	PAYLESS BUILDING SUP	SUPPLIES- PW RE-ORG	110830	1	7620-430-12-46	SUPPLIES-GENERAL	48.59	48.59
Total 110830:											
03/23	03/15/2023	218064	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 022823	1	1009-421-10-43	TECHNICAL SERVICES	185.00	185.00
Total 63630 022823:											
03/23	03/15/2023	218064	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-FD	69319 022823	1	1010-422-10-45	COMMUNICATIONS	325.98	325.98
Total 69319 022823:											
03/23	03/15/2023	218065	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN 2023-2	1	8402-413-30-43	LAFCO EXEC. OFFICE SVC	3,500.00	3,500.00
03/23	03/15/2023	218065	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN 2023-2	2	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	566.49	566.49
03/23	03/15/2023	218065	10563	POLICY CONSULTING AS	LAFCO STAFF SVCS & EXPENS	LASSEN 2023-2	3	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,150.00	1,150.00

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Total LASSEN 2023-2:											
03/23	03/15/2023	218066	576	R.S.S.E. INC	SOFTWARE INSTALL & UPGRA	34693	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	1,244.11	1,244.11
Total 34693:											
03/23	03/15/2023	218067	9272	REED'S PLUMBING	PLUMBING FOR NEVADA HOUS	855301	1	7620-430-12-43	TECHNICAL SVCS	3,020.00	3,020.00
Total 855301:											
03/23	03/15/2023	218068	1479	SIERRA BROADCASTING	ADVERTISING-GAS	23020146	1	7401-430-62-45	ADVERTISING	499.00	499.00
Total 23020146:											
03/23	03/15/2023	218069	1270	SILVER STATE BARRICA	SIGNS-SNOW	131722	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	195.76	195.76
Total 131722:											
03/23	03/15/2023	218070	76	SUSANVILLE ACE HARD	SUPPLIES-PW RE-ORG	513052	1	7620-430-12-46	SUPPLIES-GENERAL	23.46	23.46
Total 513052:											
03/23	03/15/2023	218070	76	SUSANVILLE ACE HARD	SUPPLIES-PW RE-ORG	513157	1	7620-430-12-47	FURNITURE AND FIXTURES	32.95	32.95
Total 513157:											
03/23	03/15/2023	218070	76	SUSANVILLE ACE HARD	SUPPLIES-PW RE-ORG	513247	1	7620-430-12-46	SUPPLIES-GENERAL	43.82	43.82
Total 513247:											
03/23	03/15/2023	218070	76	SUSANVILLE ACE HARD	GLOVES-FD	513376	1	1010-422-10-46	SUPPLIES- SAFETY ITEMS	281.40	281.40
Total 513376:											
03/23	03/15/2023	218070	76	SUSANVILLE ACE HARD	SUPPLIES-STREETS	513546	1	2007-431-20-46	SUPPLIES-GENERAL	33.86	33.86
Total 513546:											

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03/23	03/15/2023	218070	76	SUSANVILLE ACE HARD	GLOVES-WATER	513611	1	7110-430-42-46	SUPPLIES-GENERAL	31.17	31.17
Total 513611:											
03/23	03/15/2023	218070	76	SUSANVILLE ACE HARD	SHOVEL-WATER	513645	1	7110-430-42-46	SUPPLIES-GENERAL	34.09	34.09
Total 513645:											
03/23	03/15/2023	218071	1265	SUSANVILLE PAINT CEN	PAINT - PW RE-ORG	10029252	1	7620-430-12-46	SUPPLIES-GENERAL	50.65	50.65
Total 10029252:											
03/23	03/15/2023	218072	7416		REFUND WATER OVERPAYMEN	10320350011	1	9999-1001-001	CASH CLEARING - UTILITIES	21.20	21.20
03/23	03/15/2023	218072	7416		REFUND GAS OVERPAYMENT 1	10320350011	2	9999-1001-001	CASH CLEARING - UTILITIES	3.84	3.84
Total 10320350011:											
03/23	03/15/2023	218072	7416		REFUND WATER OVERPAYMEN	10322300002	1	9999-1001-001	CASH CLEARING - UTILITIES	38.65	38.65
Total 10322300002:											
03/23	03/15/2023	218073	677	SUSANVILLE SANITARY	1505 MAIN	2064 030123	1	1010-422-10-44	SEWER	218.40	218.40
Total 2064 030123:											
03/23	03/15/2023	218074	9295	TAMCO CAPITAL CORP	COMMUNICATION- PD	5024017500	1	1009-421-10-45	COMMUNICATIONS	315.01	315.01
Total 5024017500:											
03/23	03/15/2023	218075	749	VERIZON WIRELESS	CELLULAR PHONES - PD	9928899719	1	1009-421-10-45	COMMUNICATIONS	315.01	315.01
Total 9928899719:											
03/23	03/15/2023	218075	749	VERIZON WIRELESS	CELLULAR PHONES - ADMIN	9929004380	1	1000-413-20-45	COMMUNICATIONS	143.02	143.02
03/23	03/15/2023	218075	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9929004380	2	1011-424-20-45	COMMUNICATIONS	129.13	129.13
03/23	03/15/2023	218075	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9929004380	3	1011-452-20-45	COMMUNICATIONS	101.66	101.66
03/23	03/15/2023	218075	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9929004380	4	7620-430-11-45	COMMUNICATIONS	67.72	67.72
03/23	03/15/2023	218075	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9929004380	5	7620-430-10-45	COMMUNICATIONS	1,184.08	1,184.08
03/23	03/15/2023	218075	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	9929004380	6	7401-430-62-45	COMMUNICATIONS	266.80	266.80

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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 9929004380:											
03/23	03/15/2023	218076	770	WESTERN NEVADA SUP	SUPPLIES-WATER	69630422	1	7110-430-42-46	SUPPLIES-GENERAL	2,313.78	2,313.78
Total 69630422:											
03/23	03/15/2023	218076	770	WESTERN NEVADA SUP	SUPPLIES-PW RE-ORG	69648705	1	7620-430-12-46	SUPPLIES-GENERAL	52.59	52.59
Total 69648705:											
03/23	03/15/2023	218076	770	WESTERN NEVADA SUP	SUPPLIES-PW RE-ORG	69658909	1	7620-430-12-46	SUPPLIES-GENERAL	6.91	6.91
Total 69658909:											
03/23	03/15/2023	218077	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	A-70709	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	109.39	109.39
Total A-70709:											
03/23	03/15/2023	218077	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COUR	A-70711	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	218.78	218.78
Total A-70711:											
Grand Totals:											
										48,476.21	48,476.21

Report Criteria:

Report type: GL detail

Check Voided = False

M = Manual Check, V = Void Check

Report Criteria:

Report type: GL detail

Check.Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
03/23	03/17/2023	218078	728	U.S. POSTMASTER	UB BILLING GAS	03172023	1	7401-430-62-46	POSTAGE	377.29	377.29
03/23	03/17/2023	218078	728	U.S. POSTMASTER	UB BILLING WATER	03172023	2	7110-430-42-46	POSTAGE	732.38	732.38
Total 03172023:										1,109.67	1,109.67
Grand Totals:										1,109.67	1,109.67

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
03/23	03/23/2023	218090	2	A-1 CHEMICAL INC	ICE MELT-PARKS	878165	1	1011-452-20-46	SUPPLIES-GENERAL	102.13	102.13
Total 878165:											
03/23	03/23/2023	218091	1244	ACUSHNET COMPANY	RANGE PRACTICE BALLS LIMIT	915225482	1	7530-451-52-46	SUPPLIES-GENERAL	4,021.88	4,021.88
Total 915225482:											
03/23	03/23/2023	218092	9432	ALL SEASON HEATING	NO.293 WOODSTOVE REPLACE	031323	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
03/23	03/23/2023	218092	9432	ALL SEASON HEATING	NO.280 WOODSTOVE REPLACE	031323	2	8404-430-12-48	GRANTS	3,000.00	3,000.00
03/23	03/23/2023	218092	9432	ALL SEASON HEATING	NO.272 WOODSTOVE REPLACE	031323	3	8404-430-12-48	GRANTS	3,000.00	3,000.00
Total 031323:											
03/23	03/23/2023	218093	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-PW	5980080978	1	7620-430-10-44	LINEN SERVICE	69.64	69.64
03/23	03/23/2023	218093	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-PARKS	5980080978	2	1011-452-20-44	LINEN SERVICES	7.48	7.48
Total 5980080978:											
03/23	03/23/2023	218093	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	5980080980	1	2007-431-20-44	LINEN SERVICE	48.95	48.95
03/23	03/23/2023	218093	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980080980	2	7401-430-62-44	LINEN SERVICES	11.75	11.75
03/23	03/23/2023	218093	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	5980080980	3	7620-430-10-46	SUPPLIES-JANITORIAL	1.74	1.74
Total 5980080980:											
03/23	03/23/2023	218093	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	5980080983	1	7401-430-62-44	LINEN SERVICES	75.71	75.71
Total 5980080983:											
03/23	03/23/2023	218093	44	ARAMARK UNIFORM SER	UNIFORM SERVICE- WATER	5980080988	1	7110-430-42-44	LINEN SERVICE	68.45	68.45
Total 5980080988:											
03/23	03/23/2023	218094	10656		REFUND WATER OVERPAYMEN	10429050028	1	9999-1001-001	CASH CLEARING - UTILITIES	46.65	46.65

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Total 10429050028:											
03/23	03/23/2023	218095	10723		REFUND GAS DEPOSIT	10235700009	1	7401-2228-000	DEPOSITS-CUSTOMER	46.65	46.65
Total 10235700009:											
03/23	03/23/2023	218096	10724		REFUND WATER DEPOSIT	10316000016	1	7110-2228-000	DEPOSITS-CUSTOMER	75.00	75.00
03/23	03/23/2023	218096	10724		REFUND GAS DEPOSIT	10316000016	2	7401-2228-000	DEPOSITS-CUSTOMER	175.00	175.00
Total 10316000016:											
03/23	03/23/2023	218097	10730	CLASS A IN 1 DAY INC	DMV TEST-STREETS	3110	1	2007-431-20-45	TRAVEL	680.00	680.00
Total 3110:											
03/23	03/23/2023	218098	156	CREATIVE FORMS & CO	ENVELOPES PERMIT #7-GAS	119926	1	7401-430-62-46	SUPPLIES-GENERAL	1,158.52	1,158.52
03/23	03/23/2023	218098	156	CREATIVE FORMS & CO	ENVELOPES PERMIT #7-WATE	119926	2	7110-430-42-46	SUPPLIES-GENERAL	1,158.52	1,158.52
Total 119926:											
03/23	03/23/2023	218099	10670	CURRENT ELECTRIC & A	CITY HALL SECURITY SYSTEM	35386	1	1000-417-10-43	TECHNICAL SVCS	48.00	48.00
03/23	03/23/2023	218099	10670	CURRENT ELECTRIC & A	75 N WEATHERLOW ST	35386	2	1011-452-20-43	TECHNICAL SVCS	40.00	40.00
Total 35386:											
03/23	03/23/2023	218100	173	DATCO SERVICES	SUBSTANCE TEST	3-69940	1	1000-416-10-43	TECHNICAL SVCS	88.00	88.00
Total 3-69940:											
03/23	03/23/2023	218101	10726		REFUND GAS DEPOSIT	10114120019	1	7401-2228-000	DEPOSITS-CUSTOMER	156.00	156.00
Total 10114120019:											
03/23	03/23/2023	218102	7712		REFUND OVERPAYMENT 127 S	1042548002	1	9999-1001-001	CASH CLEARING - UTILITIES	173.05	173.05
Total 1042548002:											
03/23	03/23/2023	218103	219	ED STAUB & SONS PETR	200 GAL PROPANE-GC	8909778	1	7530-451-52-46	PROPANE	130.75	130.75
Total 8909778:											
03/23	03/23/2023	218103	219	ED STAUB & SONS PETR	200 GAL PROPANE-GC	8909778	1	7530-451-52-46	PROPANE	484.77	484.77

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Total 8909778:											
03/23	03/23/2023	218103	219	ED STAUB & SONS PETR	5.30 GAL PROPANE-AIRPORT	8974096	1	7201-430-81-46	PROPANE	484.77	484.77
Total 8974096:											
03/23	03/23/2023	218104	1484	EDGES ELECTRICAL GR	HEADLAMP-WATER	S5808143.001	1	7110-430-42-46	SUPPLIES-GENERAL	112.31	112.31
Total S5808143.001:											
03/23	03/23/2023	218105	265	FRONTIER	257-0315 AWOS AIRPORT	0315 031523	1	7201-430-81-45	COMMUNICATIONS	73.00	73.00
Total 0315 031523:											
03/23	03/23/2023	218105	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 030523	1	1000-417-10-45	COMMUNICATIONS	111.45	111.45
Total 2960 030523:											
03/23	03/23/2023	218105	265	FRONTIER	257-3292 MUSEUM	3292 031023	1	1011-451-80-45	COMMUNICATION	175.00	175.00
Total 3292 031023:											
03/23	03/23/2023	218105	265	FRONTIER	257-4725-FAX	4725 031523	1	1000-417-10-45	COMMUNICATIONS	72.07	72.07
03/23	03/23/2023	218105	265	FRONTIER	257-4725 CITY HALL FAX	4725 031523	2	1011-419-10-45	COMMUNICATIONS	72.07	72.07
Total 4725 031523:											
03/23	03/23/2023	218105	265	FRONTIER	257-5152 FIRE	5152 031023	1	1010-422-10-45	COMMUNICATIONS	251.91	251.91
Total 5152 031023:											
03/23	03/23/2023	218105	265	FRONTIER	257-5603 POLICE	5603 031023	1	1009-421-10-45	COMMUNICATIONS	608.23	608.23
Total 5603 031023:											
03/23	03/23/2023	218106	10415		REFUND WATER OVERPAYMEN	10418100021	1	9999-1001-001	CASH CLEARING - UTILITIES	100.00	100.00

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Total 10418100021.:											
03/23	03/23/2023	218107	332	INTERSTATE GAS SERVI	NAT GAS/WATER CONSULTING-	7021688	1	7401-430-62-43	PROFESSIONAL SVCS	555.00	555.00
03/23	03/23/2023	218107	332	INTERSTATE GAS SERVI	NAT GAS/WATER CONSULTING-	7021688	2	7110-430-42-43	PROFESSIONAL SVCS	11,470.00	11,470.00
Total 7021688:											
03/23	03/23/2023	218108	10728	JEFFY'S TRUCK SCHOOL	REGISTRATION FOR STEVEN LI	1146	1	2007-431-20-45	TRAVEL	3,655.00	3,655.00
03/23	03/23/2023	218108	10728	JEFFY'S TRUCK SCHOOL	REGISTRATION FOR LUKE CRA	1146	2	2007-431-20-45	TRAVEL	3,655.00	3,655.00
Total 1146:											
03/23	03/23/2023	218109	10731		REFUND AIRPORT LEASE	031723	1	7201-430-81-36	AIRPORT - LEASES	553.91	553.91
Total 031723:											
03/23	03/23/2023	218110	1399	KIRACK CONSTRUCTION	GAS DEPT WINDOW INSTALLAT	7973	1	7401-430-62-44	REPAIR AND MAINTENANCE-FA	1,385.00	1,385.00
Total 7973:											
03/23	03/23/2023	218111	391	LASSEN COUNTY CHAM	VENDOR FEES SPRING SHOW	032123	1	7401-430-62-45	ADVERTISING	75.00	75.00
Total 032123:											
03/23	03/23/2023	218112	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	3389	1	7110-430-42-46	SUPPLIES-GENERAL	6.40	6.40
03/23	03/23/2023	218112	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	3389	2	7110-430-46-43	PROFESSIONAL SVCS	34.62	34.62
Total 3389:											
03/23	03/23/2023	218113	417	LASSEN VETERINARY H	K9 VISIT	174986	1	1009-421-13-45	TRAINING	199.00	199.00
Total 174986:											
03/23	03/23/2023	218114	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 031023	1	1011-452-20-46	ELECTRICITY	38.11	38.11
Total 10262 031023:											
03/23	03/23/2023	218114	437	LMUD	STREET LIGHTS	14039 031023	1	2007-431-60-46	ELECTRICITY	38.11	38.11
Total 212.47											

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Total 14039 031023:											
03/23	03/23/2023	218114	437	LMUD	STREET LIGHTS	14041 031023	1	2007-431-60-46	ELECTRICITY	212.47	212.47
Total 14041 031023:											
03/23	03/23/2023	218114	437	LMUD	S GAY ST-STREETS	24323 031023	1	2007-431-60-46	ELECTRICITY	4,083.60	4,083.60
Total 24323 031023:											
03/23	03/23/2023	218114	437	LMUD	66 N LASSEN ST	2466 031023	1	1000-417-10-46	ELECTRICITY	56.86	56.86
Total 2466 031023:											
03/23	03/23/2023	218114	437	LMUD	N WEATHERLOW ST-TENNIS S	24661 031023	1	1011-452-20-46	ELECTRICITY	791.54	791.54
Total 24661 031023:											
03/23	03/23/2023	218114	437	LMUD	STREET LIGHTS	2467 031023	1	2007-431-60-46	ELECTRICITY	30.00	30.00
Total 2467 031023:											
03/23	03/23/2023	218114	437	LMUD	65 N WEATHERLOW ST-PARK O	2865 031023	1	1011-452-20-46	ELECTRICITY	1,825.60	1,825.60
Total 2865 031023:											
03/23	03/23/2023	218114	437	LMUD	65 N WEATHERLOW ST- PARKS	2867 031023	1	1011-452-20-46	ELECTRICITY	62.45	62.45
Total 2867 031023:											
03/23	03/23/2023	218114	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 031023	1	1011-452-20-46	ELECTRICITY	62.45	62.45
Total 2870 031023:											
03/23	03/23/2023	218114	437	LMUD	NORTH ST BASEBALL PARK ME	2873 031023	1	1011-452-20-46	ELECTRICITY	80.12	80.12
Total 2873 031023:											
03/23	03/23/2023	218114	437	LMUD						30.00	30.00
Total 2873 031023:											
03/23	03/23/2023	218114	437	LMUD						355.08	355.08
Total 2873 031023:											
03/23	03/23/2023	218114	437	LMUD						355.08	355.08

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03/23	03/23/2023	218114	437	LMUD	SKYLINE DR WELL 4-WATER	29931 031023	1	7110-430-42-46	ELECTRICITY	253.89	253.89
Total 29931 031023:											
03/23	03/23/2023	218114	437	LMUD	HARRIS DR & HWY 36-WATER	30658 031023	1	7110-430-42-46	ELECTRICITY	217.51	217.51
Total 30658 031023:											
03/23	03/23/2023	218114	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 031023	1	7112-430-42-46	ELECTRICITY	272.14	272.14
Total 350161 031023:											
03/23	03/23/2023	218114	437	LMUD	SAN FRANCISCO ST- STREETS	416835 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 416835 031023:											
03/23	03/23/2023	218114	437	LMUD	FIRST STREET & ALLEY STREE	416848 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 416848 031023:											
03/23	03/23/2023	218114	437	LMUD	LONG ALLEY & LOVELL ALLEY	416860 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 416860 031023:											
03/23	03/23/2023	218114	437	LMUD	INSPIRATION POINT- STREETS	416915 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 416915 031023:											
03/23	03/23/2023	218114	437	LMUD	CAMPBELL ST- STREETS	416940 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 416940 031023:											
03/23	03/23/2023	218114	437	LMUD	WASHO LN- STREETS	416959 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 416959 031023:											
03/23	03/23/2023	218114	437	LMUD	130 N LASSEN STREET- STREE	416962 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71

CITY OF SUSANVILLE

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Total 416962 031023:											
03/23	03/23/2023	218114	437	LMUD	MARTHA & ARNOLD STREET LI	421476 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 421476 031023:											
03/23	03/23/2023	218114	437	LMUD	130 N PINE ST- STREETS	425450 031023	1	2007-431-60-46	ELECTRICITY	34.71	34.71
Total 425450 031023:											
03/23	03/23/2023	218114	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 031023	1	2007-431-60-46	ELECTRICITY	248.69	248.69
Total 43511 031023:											
03/23	03/23/2023	218114	437	LMUD	115 N WEATHERLOW ST-MUSE	43866 031023	1	1011-451-80-46	ELECTRICITY	61.01	61.01
Total 43866 031023:											
03/23	03/23/2023	218114	437	LMUD	N PINE & COOK - SCADA-WATE	44153 031023	1	7110-430-42-46	ELECTRICITY	30.00	30.00
Total 44153 031023:											
03/23	03/23/2023	218114	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 031023	1	7110-430-42-46	ELECTRICITY	39.38	39.38
Total 44298 031023:											
03/23	03/23/2023	218114	437	LMUD	PAIUTE LN SCADA-WATER	44316 031023	1	7110-430-42-46	ELECTRICITY	37.39	37.39
Total 44316 031023:											
03/23	03/23/2023	218114	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 031023	1	7110-430-42-46	ELECTRICITY	84.63	84.63
Total 45542 031023:											
03/23	03/23/2023	218114	437	LMUD	WELL #3-WATER	4559 031023	1	7110-430-42-46	ELECTRICITY	566.30	566.30
Total 4559 031023:											

M = Manual Check, V = Void Check

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03/23	03/23/2023	218114	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 031023	1	2007-431-60-46	ELECTRICITY	69.41	69.41
Total 49500 031023:											
03/23	03/23/2023	218114	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 031023	1	2007-431-60-46	ELECTRICITY	182.39	182.39
Total 49501 031023:											
03/23	03/23/2023	218114	437	LMUD	606 NEVADA STREET	58209 031023	1	7620-430-10-46	ELECTRICITY	84.09	84.09
Total 58209 031023:											
03/23	03/23/2023	218114	437	LMUD	NORTH ST PARK LIGHTS-MEM	9283 031023	1	1011-452-20-46	ELECTRICITY	117.91	117.91
Total 9283 031023:											
03/23	03/23/2023	218114	437	LMUD	GEO PUMP #1	9297 031023	1	7301-430-52-46	ELECTRICITY	1,753.67	1,753.67
Total 9297 031023:											
03/23	03/23/2023	218114	437	LMUD	MAIN ST & PINE ST-STREETS	94811 031023	1	2007-431-60-46	ELECTRICITY	30.00	30.00
Total 94811 031023:											
03/23	03/23/2023	218115	480	MINERS & PISANI INC	SUPPLIES- GAS	IN-018783	1	7401-430-62-46	SUPPLIES-GENERAL	100.32	100.32
Total IN-018783:											
03/23	03/23/2023	218116	9983	MODOC COUNTY RECOR	ADVERTISEMENT	75249	1	1000-411-40-45	ADVERTISING	165.00	165.00
Total 75249:											
03/23	03/23/2023	218117	10729	NORCAL TURF TECH AN	SHARPENING OF MOWER REE	1462	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	3,775.00	3,775.00
Total 1462:											
03/23	03/23/2023	218118	522		REFUND WATER OVERPAYMEN	10331800004	1	9999-1001-001	CASH CLEARING - UTILITIES	38.31	38.31

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 10331800004:											
03/23	03/23/2023	218119	9376	PIPELINE ASSN FOR PUB	ASSOCIATIONS ANNUAL DUES-	223062	1	7401-430-62-48	DUES AND MEMBERSHIPS	40.00	40.00
Total 223062:											
03/23	03/23/2023	218120	563	POULSEN WELDING SHO	REPAIRS- PW	3310	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	41.14	41.14
Total 3310:											
03/23	03/23/2023	218121	572	QUILL CORPORATION	OFFICE SUPPLIES	31195398	1	1000-415-10-46	SUPPLIES-GENERAL	291.06	291.06
Total 31195398:											
03/23	03/23/2023	218122	582	RAY MORGAN CO INC	BASE RATE CHARGE	4039807	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	417.76	417.76
03/23	03/23/2023	218122	582	RAY MORGAN CO INC	BASE RATE CHARGE-PD	4039807	2	1009-421-10-44	RENT & LEASES EQUIP & VEHI	192.96	192.96
Total 4039807:											
03/23	03/23/2023	218123	592	REYNOLDS & RAYMOND	REPAIRS & MAINT-STREETS	17862	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	1,039.04	1,039.04
Total 17862:											
03/23	03/23/2023	218124	10727		REFUND WATER OVERPAYMEN	10412250025	1	9999-1001-001	CASH CLEARING - UTILITIES	41.23	41.23
Total 10412250025:											
03/23	03/23/2023	218125	1270	SILVER STATE BARRICA	SIGNS-GAS	131716	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	304.85	304.85
Total 131716:											
03/23	03/23/2023	218126	883	SILVER STATE INTERNAT	MAINTENANCE FOR SNOW EQ	E201018530	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	3,386.42	3,386.42
Total E201018530:											
03/23	03/23/2023	218126	883	SILVER STATE INTERNAT	REPAIRS-SNOW	E201019254	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	428.59	428.59

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Total E201019254:											
03/23	03/23/2023	218126	883	SILVER STATE INTERNAT	REPAIRS-SNOW	E201019398	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	694.55	694.55
Total E201019398:											
03/23	03/23/2023	218126	883	SILVER STATE INTERNAT	CREDIT- SNOW	X201102603:01	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	538.40-	538.40-
Total X201102603:01:											
03/23	03/23/2023	218127	76	SUSANVILLE ACE HARD	JANITORAIL SUPPLIES-GC	513820	1	7530-451-50-46	JANITORIAL SUPPLIES	45.47	45.47
Total 513820:											
03/23	03/23/2023	218127	76	SUSANVILLE ACE HARD	SAFETY SUPPLIES-FD	513956	1	1010-422-10-46	SUPPLIES- SAFETY ITEMS	10.35	10.35
Total 513956:											
03/23	03/23/2023	218128	9295	TAMCO CAPITAL CORP	COMMUNICATION-FD	5024116540	1	1010-422-10-45	COMMUNICATIONS	265.22	265.22
Total 5024116540:											
03/23	03/23/2023	218128	9295	TAMCO CAPITAL CORP	COMMUNICATION-PW	5024294264	1	7620-430-10-45	COMMUNICATIONS	474.14	474.14
Total 5024294264:											
03/23	03/23/2023	218129	9717	TIAA COMMERCIAL FINA	COPIER-PW	9442335	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	345.15	345.15
Total 9442335:											
03/23	03/23/2023	218130	712	TNS TRUCKING CO	TRANSFER SAND-GAS	5422	1	7401-430-62-46	SUPPLIES-GENERAL	375.57	375.57
03/23	03/23/2023	218130	712	TNS TRUCKING CO	TRANSFER SAND-WATER	5422	2	7110-430-42-46	SUPPLIES-GENERAL	375.56	375.56
Total 5422:											
03/23	03/23/2023	218131	530	U.S. BANK EQUIPMENT F	UPSTAIRS COPIER CITY HALL	496137019	1	1000-417-10-44	RENT & LEASES EQUIP & VEHIC	400.56	400.56

M = Manual Check, V = Void Check

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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 496137019:												
03/23	03/23/2023	218131	530	U.S. BANK EQUIPMENT F	COPIER-PD	496434085	1	1009-421-10-44	RENT & LEASES EQUIP & VEHI	258.30	258.30	
03/23	03/23/2023	218131	530	U.S. BANK EQUIPMENT F	COPIER DOWNSTAIRS CITY HA	496434085	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	258.31	258.31	
Total 496434085:												
03/23	03/23/2023	218132	770	WESTERN NEVADA SUP	REPAIRS-PARK	69592436	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	69.13	69.13	
Total 69592436:												
03/23	03/23/2023	218132	770	WESTERN NEVADA SUP	REPAIRS-PARK	69663308	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	23.00	23.00	
Total 69663308:												
Grand Totals:											64,823.67	64,823.67

Report Criteria:

Report type: GL detail

Check Voided = False

M = Manual Check, V = Void Check

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: April 5, 2023

SUBJECT: Lassen Prescribed Burn Association (PBA) Presentation

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The Honey Lake Valley Resource Conservation District (HLVRCD) has a program comprised of a group of citizens volunteers and fire professionals who work together to increase forest resilience and reduce wildfire risk through the use of prescribed fire. To raise awareness of this program in Lassen County, Brittney Osborn, Project Coordinator will provide a brief presentation to Council and the public to raise awareness of this available program in our community.

FISCAL IMPACT: None

ACTION REQUESTED: Information Only

ATTACHMENTS:
[PBA Flyer](#)

LASSEN PRESCRIBED BURN ASSOCIATION (PBA)

What is a PBA?



A group of citizen volunteers and fire professionals who work together to increase forest resilience and reduce wildfire risk through the use of prescribed fire.

Why prescribed Fire?

Prescribed fire is a tool that can be used safely to:

- Reduce fuel loading & increase forest resilience
- Enhance wildlife habitat & forage production
- Remove weeds & mitigate invasive species /pests

The landowner can choose weather and fuel conditions which are ideal to achieve goals and minimize risk.



How can the Lassen PBA help?



Conduct site assessments and plan burns (pile/understory/broadcast)



Burn unit delineation and mapping



Help writing burn plans, smoke management plans, and obtaining permits when required (CalFIRE/Air Quality)



Help with burn unit prep & providing tools and PPE to borrow



Connecting you with other landowners and community members who want to burn!



Provide opportunities for training and resources to learn more about fuels reduction, forest & fire ecology, fire behavior, environmental compliance, permitting, liability, and workshops or live fire demonstrations.

Want to get involved?

- Have piles that are ready to burn?
- Need help building piles?
- Have property that you want to underburn?
- Need help with site prep or navigating the permitting process?
- Want to learn more about prescribed fire?
- Just want to help your neighbors and make new friends?

Contact Us!



Brittney Osborn, Project Coordinator

lassenpba@honeylakevalleyrcd.us

(775)437-0012



FB: lassenpba



IG: lassenpba



<https://www.honeylakevalleyrcd.us/lassen-prescribed-burn-association-pba>



AGENDA ITEM NO. 9.B
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Bob Godman, Public Works

Action Date: April 5, 2023

SUBJECT: Consider **Resolution No. 23-6117**, authorizing the Finance Manager to increase the Natural Gas Division 7401 budget \$450,000.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: During December 2022, the City's Natural Gas Division sold more natural gas than in any month in the Division's history. This was followed by very strong sales for the months of January and February 2023. Unfortunately, during this same time frame West Coast natural gas prices experienced an extreme spike in natural gas day prices. Due to these circumstances that were not a part of our estimates for the Natural Gas Division's budgetary planning we need to make a budgetary adjustment to keep purchasing natural gas for the remainder of the 2022-2023 fiscal year. Our natural gas purchasing advisor has estimated that \$450,000 should be plenty to get us to the next fiscal cycle.

FISCAL IMPACT: This would be a \$450,000 reduction in the Natural Gas Division's available cash, no impact to the General Fund.

ACTION REQUESTED: Motion to approve Resolution No. 23-6117, authorizing the Finance Manager to increase the Natural Gas Division 7401 budget \$450,000.

ATTACHMENTS:
[23-6117.pdf](#)

RESOLUTION No. 23-6117
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
MODIFYING THE NATURAL GAS DIVISION 7401 FUND \$450,000 THROUGH A
TRANSFER FROM THE NATURAL GAS DIVISION'S AVAILABLE CASH

WHEREAS, The City of Susanville operates the Natural Gas Utility; and

WHEREAS, the Natural Gas Utility sold more, and therefore bought more natural gas than projected in the fiscal year's budget; and

WHEREAS, west coast natural gas prices experienced a severe spike in December 2022 and January 2023; and,

WHEREAS, the Natural Gas Utility needs the ability to continue to buy natural gas for the remainder of the fiscal year.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Susanville hereby approves the Finance Manager to transfer \$450,000 from the Natural Gas Utility's available cash to the 7401 Fund in order to purchase natural gas for the remainder of the 2021/2022 fiscal year.

APPROVED: _____
Quincy McCourt, 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 April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

AGENDA ITEM NO. 9.C
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Marci Rojas, Public Works

Action Date: April 5, 2023

SUBJECT: Consider **Resolution No. 23-6120**, authorizing the Mayor to sign a contract with Farwest Corrosion Control Company to provide an Annual CP system survey for the City's six inch high pressure steel natural gas line cathodic protection system.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: City's Natural Gas Division is required to comply with federal regulations by the Department of Transportation (DOT) to complete an annual baseline assessment of the City's six inch high pressure natural gas pipeline. Farwest Corrosion Control Company is familiar with our gas line as they have completed our inspection in previous years, and can provide the required completed inspection this year. Public Works Director, Bob Godman is requesting the City of Susanville to authorize the Mayor to execute a service contract with Farwest Corrosion Control Company and authorize the Public Works Director sign any change orders up to fifteen percent for this years inspection.

FISCAL IMPACT: The contract is for \$9,300.00 plus up to a 15% change order which will be covered by the Natural Gas Division with no cost to the General fund.

ACTION REQUESTED: Motion to approve Resolution No. 23-6120, authorizing the Mayor to sign a contract with Farwest Corrosion Control Company to provide an Annual CP system survey for the City's six inch high pressure steel natural gas line cathodic protection system.

ATTACHMENTS:
[22-2744-MS-Rev 1 Farwest CP Proposal - City of Susanville.pdf](#)
[23-6120.pdf](#)

City of Susanville
6-Inch High Pressure Natural Gas Pipeline
Susanville, California

Cathodic Protection System –
Annual Pipe-to-soil Potential Survey and
System Troubleshooting



**FARWEST CORROSION
CONTROL COMPANY**

Central California Regional Office
1120 Carrier Parkway, Bakersfield, CA 93308
661.323.2077 | Cencalsales@FarwestCorrosion.com



March 8, 2023

Quote: 23-42744-MS REV1

City of Susanville
720 South Street
Susanville, CA 96130

Attn: Rueben Downing, Gas Utility Supervisor, (530)310-4162, rdowning@cityofsusanville.org

**Subject: Updated Cathodic Protection Proposal
City Of Susanville Annual CP Survey and CP System Troubleshooting
6" High Pressure Natural Gas Pipeline, Susanville, CA**

Farwest Corrosion Control Company (Farwest) is pleased to submit this proposal to provide an Annual CP system survey for City of Susanville's 6" High Pressure Natural Gas Pipeline. The survey will cover the evaluation and troubleshooting of the existing Cathodic Protection Systems (ICCP) and interrupted "ON/OFF" potential survey on the accessible test stations.

All testing will be completed by an AMPP/NACE Certified CP Specialist (CP-4). The survey will follow the methods and standard practices outlined in the following NACE criteria:

- NACE SP0169-2013 "Control of External Corrosion on Underground or Submerged Metallic Piping Systems"
- NACE TM0497-2018-SG "Measurement Techniques Related to Criteria for Cathodic Protection on Underground or Submerged Metallic Piping Systems"

PRICING

- Complete CP system evaluation and troubleshooting,
- Troubleshooting potentially shorted casing,
- Tabulated Data sheets for testing and potential survey data,
- CP report compiling findings and recommendations,
- **Lump Sum for Annual Survey \$9,300.00**

ASSUMPTIONS AND EXCLUSIONS

- Assumed work will commence on a mutually agreed upon schedule once material availability dates are confirmed and job site will be fully accessible.
- Our CP-4 assigned to this project has availability during the first 2 weeks of April and the last two weeks of May 2023 to complete the field work portion of the project. CP-4 will be mobilizing from Southern California.

Central California Regional Office
1120 Carrier Parkway, Bakersfield, CA 93308
661.323.2077 | Cencalcales@FarwestCorrosion.com





- Lump sum pricing does NOT include any installation services, traffic control or earthwork.
- All monetary changes will be made via Company approved change order.
- Payment terms for the project are Net 30 days on approval of required credit.
- This proposal is valid until June 30, 2023.

Thank you for the opportunity to provide this proposal, we look forward to continuing to work together. If there are any questions or additional information is required, please call me at (661) 323-2077.

Sincerely,

Farwest Corrosion Control Company

Michael Schifferle

Michael Schifferle

Engineering Manager – Central California Region

NACE Cathodic Protection Technician #20673

**FARWEST CORROSION CONTROL COMPANY
STANDARD TERMS AND CONDITIONS**

FARWEST CORROSION CONTROL COMPANY, a Texas corporation, is referred to herein as "Farwest." The person, firm, or corporation to whom or which these Standard Terms and Conditions apply is called "Contractor." Farwest and Contractor may be referred to as a "Party" or collectively as the "Parties" as appropriate. The products and/or services covered by these terms and conditions are referred to herein as the "Products". These Standard Terms and Conditions are referred to herein as "Terms and Conditions."

1. SCOPE OF AGREEMENT / ACCEPTANCE OF TERMS AND CONDITIONS. Unless expressly provided otherwise in a writing signed by Contractor and Farwest (including any written agreement between Contractor and Farwest), these Terms and Conditions, Farwest's warranty certificate, if any, and any other documents expressly identified, shall be considered contract documents (collectively, the "Agreement"). Any terms that add to or contradict the terms of this Agreement are not valid. These Terms and Conditions apply to all products and services provided by Farwest, unless otherwise expressly agreed upon in a written document signed by Farwest and Contractor. Neither course of prior dealings nor usage of trade shall be relevant to supplement or explain any provision of this Agreement. Delivery of Products, acceptance of payment or any inaction by Farwest shall not constitute Farwest's consent to or acceptance of any additional or different terms or conditions, except for terms in an order placed by Contractor and signed by both Contractor and Farwest. Any conflicting statements or terms listed on Contractor's purchase orders, invoices or confirmations or other documents created, provided or offered by Contractor ("Contractor's Documents") are negated by these Terms and Conditions and all differences or additional terms and conditions contained in any Contractor's Documents are hereby expressly objected to by Farwest. Farwest's performance of any contract is expressly made conditional on Contractor's agreement to these Terms and Conditions unless otherwise specifically agreed to, in writing, by Farwest.

2. PAYMENT TERMS; TAXES; LATE FEES; PERMITS; ATTORNEYS' FEES AND COSTS; WAIVER. Except for any provisions set forth in a subsequent written document signed by both Farwest and Contractor, all sums due and owing to Farwest for any Product and/or work shall be paid on a net 30-day basis. Contractor acknowledges and agrees that Farwest shall have the right to require the payment and receipt of an advanced payment and/or deposit, as set forth on any purchase order and/or invoice, prior to the commencement of any work. Farwest's prices do not include sales, use, excise or similar taxes, duties or levies. Contractor shall be responsible for payment of any applicable sales, use, excise or similar taxes, duties or levies (collectively, "Taxes") now or hereafter imposed by any governmental authority on the manufacture, sale, delivery and/or use of the Products covered hereby, or, in lieu thereof, provide Farwest with tax exemption certificates acceptable to the taxing authorities as required. In the event Farwest is required to pay any Taxes, Contractor shall reimburse Farwest. Except to the extent assumed by Farwest in writing, Contractor shall secure and pay for all permits and fees necessary for the delivery and installation of the Products or performance of the services. In addition to Farwest's other remedies, Contractor agrees to pay "Late Fees" on any overdue payments at the rate of 1½% per month (18% annually), or the maximum amount permitted by law, whichever is less, until fully paid, including any interest due. In the event of any default in payment pursuant to the terms and conditions set forth herein, Contractor shall pay all costs incurred by Farwest in collecting from Contractor any amounts due Farwest, including reasonable attorneys' fees and costs, notwithstanding the collection of such claim. Farwest may, at its sole option, refuse, delay, or change the terms of shipments for failure by Contractor to pay promptly any payments due Farwest, whether on this or any other contract between Contractor and Farwest. The waiver by Farwest of any breach hereof or default in any payment shall not be deemed to constitute a waiver of any succeeding breach or default. In the event of default, Farwest shall have all the remedies provided under the California Uniform Commercial Code, which shall be cumulative with one another and with any other remedies that Farwest may have, without limitation, at law, in equity, under any agreement of any type. The exercise or failure to exercise any remedy shall not preclude the exercise of that remedy at another time or any other remedy at any time. If, at any time, prior to performance (either complete or partial), Contractor does not meet Farwest's credit approval or Farwest, in its sole discretion, deems Contractor's financial condition to be unsatisfactory, Farwest may either: (a) delay or postpone performance of services; (b) cancel the Agreement; or (c) request payment in full or other security satisfactory to Farwest from Contractor prior to the performance of services.

3. DISCLOSURES AND WARRANTIES. Farwest represents and warrants that all products shall be made according to all plans and specifications submitted to Farwest by Contractor and as accepted by Farwest, and that all such Products shall be made in accordance with commercially acceptable standards. **EXCEPT AS EXPRESSLY PROVIDED OTHERWISE IN A WRITING SIGNED BY BOTH CONTRACTOR AND FARWEST, FARWEST MAKES NO WARRANTIES, EXPRESS OR IMPLIED, AND SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. FARWEST MAKES NO WARRANTY WITH RESPECT TO WHETHER THE PRODUCTS SOLD HEREUNDER INFRINGE ANY PATENT, COPYRIGHT OR TRADEMARK; U.S. OR FOREIGN; AND CONTRACTOR REPRESENTS AND WARRANTS THAT, TO THE BEST OF ITS KNOWLEDGE, SUCH PRODUCT OR USE OF SUCH PRODUCT DOES NOT VIOLATE ANY PATENT, COPYRIGHT OR TRADEMARK; U.S. OR FOREIGN.**

4. SPECIFICATIONS. Contractor warrants that any documents, drawings, designs or specifications furnished to Farwest by Contractor or any party acting on behalf of, or under direction from, Contractor (collectively, "Specifications") are complete, accurate and may be reasonably relied on by Farwest. Farwest shall have no liability for errors, omissions or inconsistencies in any Specifications. In the event the Agreement contains submittal requirements pertaining to the Products or services, Farwest agrees to submit in a timely fashion to Contractor, for review and approval, any drawings, samples, product data, manufacturer's literature or similar submittals as Contractor may reasonably request. Contractor shall be responsible for review and approval of submittals with reasonable promptness to avoid causing delay.



5. CHANGE ORDERS. Changes to the quantity, specifications, scope of supply or performance, delivery schedule, period of performance, shipping instructions or any other material terms of the Agreement, may only be made by Contractor and Farwest executing a written change order ("Change Order"). Any Change Order shall state the parties' agreement on: (a) change in the material term of the Agreement; and (b) an adjustment to the purchase price or the date of shipment or period of performance, as applicable. Both parties agree that, unless a Change Order is agreed to, in writing, and is signed by the authorized representative of each party, respectively, the Agreement shall not be changed or modified in any manner. In addition, Farwest has the right to suspend performance during the period while the change is being evaluated and negotiated. In the event Contractor has communicated proposed changes to Farwest, Farwest, in its sole discretion, shall either: (i) accept the Change Order; (ii) reject the Change Order and continue performance under the existing Agreement; or (iii) cancel the Agreement. In the event that Farwest elects (ii) above, Contractor shall have the option to cancel the Agreement.

6. DEFAULT / CANCELLATION. If Contractor fails to perform any of its obligations under this Agreement, including failure to make payments as provided in this Agreement or otherwise, or if Contractor fails to give prompt assurances of future performance when requested by Farwest, then Farwest may, on five (5) days' written notice to Contractor, declare Contractor to be in default and Farwest may suspend or terminate performance of its obligations under this Agreement without liability and retain all rights and remedies Farwest may possess at law, in equity or as provided in these Terms and Conditions. In addition to the remedies above, to the extent that: (a) Farwest declares a default under this Section 6; or (b) if the order is cancelled for any reason other than default by Farwest, Contractor agrees to pay Farwest on demand 100% of the quoted price for any Products for which Farwest has commenced work, regardless whether Products are completed, plus any charges for packing and storing any of the aforementioned Products or de-mobilizing for Products.

7. TECHNICAL ASSISTANCE. At Contractor's request, Farwest may, in its sole discretion, furnish technical assistance and information with respect to Farwest's Products. FARWEST MAKES NO WARRANTIES OF ANY KIND OR NATURE, EXPRESS OR IMPLIED, WITH RESPECT TO TECHNICAL ASSISTANCE OR INFORMATION PROVIDED BY FARWEST OR ITS PERSONNEL, ANY SUGGESTIONS BY FARWEST REGARDING USE, SELECTION, APPLICATION OR SUITABILITY OF PRODUCTS SHALL NOT BE CONSTRUED AS AN EXPRESS WARRANTY UNLESS SPECIFICALLY DESIGNATED AS SUCH, IN WRITING, AND SIGNED BY AN AUTHORIZED REPRESENTATIVE OF FARWEST.

8. HAZARDOUS MATERIALS. Farwest is not responsible for the discovery of any hazardous materials at the site where services are to be performed. In the event that Farwest discovers hazardous materials, Farwest will promptly notify Contractor. Farwest is not obligated to commence or continue work until all hazardous materials discovered at the place of performance has been removed, remediated, or determined to be harmless. If Farwest incurs additional costs or is delayed due to the presence or remediation of hazardous materials, Farwest is entitled to an equitable adjustment in both the Agreement's price and the time for performance. In no event shall Farwest be liable to Contractor or any third-party for any hazardous materials existing at the place of performance or brought onto said premises by any third-party. Hazardous materials include any substance or material identified currently or in the future as hazardous under applicable laws, or any other substance or material that may be considered hazardous or otherwise subject to statutory or regulatory requirement governing handling, disposal or cleanup.

9. RELEASE OF LIABILITY FOR BURIED PIPELINES. If necessary for the performance of Services, Farwest will contact the appropriate jurisdictional authority to identify and locate any buried public utilities at least 72 hours prior to commencing work on site. Farwest will also attempt to locate any buried metallic piping prior to commencing work on the site. Contractor will provide Farwest with accurate, dimensioned, reliable site piping and utility plans ("as-built site drawings") which depict, at a minimum, the precise location of all underground storage tanks and all below ground fuel, vent air, water, or natural gas piping and electrical/instrumentation conduits (collectively "below-ground hazards") at least 3 days in advance of the date Farwest is to commence work at the site. If Contractor fails to provide as-built site drawings, or if any as-built site drawings provided by Contractor are inaccurate or fail to identify the location of all below-ground hazards, Contractor agrees that Farwest will not be liable to Contractor for any damages, liabilities or claims arising from damage to any below-ground hazard or a release of petroleum products or other hazardous material, in the course of Farwest's performance of the Services, including any such damages caused by the negligence of Farwest or its employees. In addition, CONTRACTOR will indemnify and hold Farwest harmless from any such damages, liabilities or claims made by third parties, including governmental agencies.

10. INDEMNIFICATION. TO THE FULLEST EXTENT PERMITTED BY LAW, CONTRACTOR AGREES TO DEFEND, INDEMNIFY, AND HOLD HARMLESS FARWEST AND ITS DIRECTORS, OFFICERS, EMPLOYEES AND AGENTS FROM AND AGAINST ANY AND ALL LIABILITY, LOSSES, COSTS (INCLUDING COSTS OF LITIGATION OR OTHER DISPUTE RESOLUTION AND ATTORNEYS' FEES), CLAIMS AND CAUSES OF ACTION IN FAVOR OF ANY AND ALL PERSONS ARISING OUT OF, RESULTING FROM, OR IN ANY WAY ATTRIBUTABLE TO THE NEGLIGENT ACT OR ACTION, OMISSION OR FAILURE TO ACT ON THE PART OF CONTRACTOR OR ITS DIRECTORS, OFFICERS, EMPLOYEES, SUBCONTRACTORS, AGENTS OR ANY OTHER PARTY FOR WHOSE ACTS OR OMISSIONS ANY OF THEM MAY BE LIABLE. TO THE FULLEST EXTENT PERMITTED BY LAW, CONTRACTOR FURTHER AGREES THAT WHERE OTHER CONSULTANTS OR CONTRACTORS ARE EMPLOYED IN THE WORK, CONTRACTOR WILL NOT HOLD FARWEST RESPONSIBLE FOR ANY LOSS, DAMAGE OR INJURY CAUSED BY ANY FAULT OR NEGLIGENCE OF SUCH OTHER CONSULTANTS OR CONTRACTORS FOR RECOVERY FROM THEM, OR ANY OF THEM, FOR ANY SUCH DAMAGE OR INJURY.

11. CONFIDENTIALITY. All information, including quotations, specifications, drawings, prints, schematics, and any other engineering, technical or pricing data or information, submitted by Farwest to Contractor, related to any order for Products are the confidential and proprietary information of Farwest. Contractor and its employees, agents or other parties for whom Contractor is responsible, may not disclose Farwest's confidential and proprietary information to any third-parties, or use Farwest's confidential and proprietary information for its own account or that of any third-party, except in the performance of this Agreement.

12. FORCE MAJEURE. If Farwest is delayed, at any time, by the acts or omissions of Contractor, Changes Orders, or any Force Majeure, then the period of performance shall be extended, the delivery of Products rescheduled and the price equitably adjusted to reflect the effects of delay.



on Farwest's costs. "Force Majeure" means circumstances beyond Farwest's reasonable control, including acts of God, acts of public enemies, wars, other hostilities, blockades, insurrections, riots, epidemics, quarantine restrictions, flood, unavailability of components or supplies, lightning, fire, storms earthquakes, arrests, civil disturbances, acts of any governmental or local authority, and any other acts and causes, not within Farwest's control, which by the exercise of due diligence and reasonable commercial effort, Farwest shall not have been able to foresee, avoid or overcome. If Farwest is unable for any reason to supply the total demands for Products specified in the Agreement, Farwest may allocate its viable supply among any or all purchasers on such basis as Farwest deems fair and practical, without liability for any failure of performance which may result therefrom.

13. LIMITED REMEDY. FARWEST may, at FARWEST's sole option, replace any Product that does not conform to the Warranty stated in Section 3 above. If a Product is to be returned for replacement, Contractor must obtain FARWEST's Return Authorization and specific return or pickup instructions prior to returning items. The Warranty stated in Section 3 above shall be void in the event the Product: (i) fails, is contaminated, adulterated or altered, degraded or is damaged, as a result of improper handling or modification; (ii) is accidentally contaminated, damaged, adulterated or altered, or subjected to abuse or improper use; or (iii) is otherwise adulterated, altered, degraded or damaged such that FARWEST is unable to verify such claims or defects.

14. LIMITATION OF LIABILITY. THE ENTIRE LIABILITY OF FARWEST AND CONTRACTOR'S EXCLUSIVE REMEDIES FOR ANY DAMAGES CAUSED BY ANY PRODUCT DEFECT OR FAILURE, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR OTHERWISE, INCLUDING WITHOUT LIMITATION NEGLIGENCE, STRICT LIABILITY OR OTHERWISE, SHALL BE: (i) FOR INFRINGEMENT, THE REMEDIES STATED IN SECTION 6; (ii) FOR DAMAGES TO REAL OR TANGIBLE PERSONAL PROPERTY; OR (iii) FOR WHICH FARWEST'S SOLE NEGLIGENCE WAS ALLEGED TO THE PROXIMATE CAUSE; FOR CLAIMS OTHER THAN THOSE SET FORTH ABOVE, FARWEST'S LIABILITY SHALL BE LIMITED TO AN AMOUNT NOT TO EXCEED THE PURCHASE PRICE OF THE PRODUCTS. FARWEST SHALL NOT BE LIABLE IN ANY EVENT FOR THE FOLLOWING TYPES OF DAMAGES: INCIDENTAL DAMAGES, PUNITIVE DAMAGES, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, LOST SAVINGS OR LOST REVENUES OF ANY KIND WHETHER OR NOT FARWEST HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

THIS PARAGRAPH SHALL SURVIVE THE FAILURE OF ANY EXCLUSIVE REMEDY. NO ACTION, REGARDLESS OF FORM, ARISING OUT OF, OR IN ANY WAY CONNECTED WITH, THE PRODUCTS FURNISHED OR SERVICES RENDERED BY FARWEST, MAY BE BROUGHT BY CONTRACTOR MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION HAS ACCRUED.

15. INTEGRATION AND ASSIGNMENT. These Terms and Conditions constitute the sole and entire agreement between the parties with regard to the subject matter hereof and supersede any and all prior or contemporaneous oral or written agreements between them regarding the same. No course of prior dealings between the parties and no usage of the trade shall operate to or be relevant to supplement or explain any term used in these Terms and Conditions. No subsequent alteration of these Terms and Conditions whatsoever shall be binding upon FARWEST unless reduced to writing and signed by both FARWEST and Contractor. No agent, employee or representative of FARWEST has any authority to bind FARWEST to any affirmation, representation or warranty covering the Products sold by FARWEST to Contractor, and unless an affirmation, representation or warranty made by an agent, employee or representative is specifically included within these Terms and Conditions or within a written document signed by authorized officers of FARWEST and Contractor, it is not deemed a part of these Terms and Conditions and shall not in any way be enforceable against FARWEST. Any assignment of these Terms and Conditions or any rights hereunder by Contractor shall be void without FARWEST's written consent.

16. GOVERNING LAW AND INTERPRETATION. The agreement and performance by the Parties arising from or related to the Products provided by Farwest shall be construed in accordance with the laws (excluding the laws relating to conflicts) of the State of California. Venue and jurisdiction in any action shall lie solely in Los Angeles County, California. In the event of the arbitration or litigation of any dispute between Contractor and Farwest, the prevailing party shall be entitled to recover reasonable attorney fees and costs.

17. LITIGATION AND COLLECTION. Any controversy or claim arising out of or relating to this sale shall be mediated by a mutually agreed upon mediator in Los Angeles County, California. The cost of the mediation shall be shared equally. In the event the dispute is not resolved through mediation, any litigation shall be brought in Los Angeles County, California, which courts shall have the exclusive jurisdiction over any such litigation. Contractor and Farwest hereby expressly consent to the jurisdiction and venue of said courts. If any default is made in payment of amounts due for the sale of goods and materials hereunder or upon any other breach of the terms and conditions set forth herein, Contractor agrees to pay Farwest's reasonable cost of collection and/or compliance, including reasonable attorneys' fees and costs, not to exceed an amount allowed by law.

18. ARBITRATION OF DISPUTES ARISING UNDER THIS AGREEMENT. In the event of any dispute arising out of or relating to any agreements or to these Terms and Conditions, the parties' exclusive remedy shall be binding arbitration. All such arbitration proceedings pursuant to this section shall be held in Los Angeles County, California, with Judicate West, in accordance with Judicate West's expedited procedures then in effect. The decision of the arbitrator shall be final and binding. In making the decision the arbitrator need not follow any particular rules of evidence or procedure, but shall in good faith follow as nearly as practicable the rules of Judicate West relating to the arbitration of commercial disputes. Except as provided herein, any cost of arbitration shall be borne equally by each party, with the prevailing party being entitled to recover such costs, including reasonable attorneys' fees. The arbitrator's decision shall be specifically enforceable in any court of competent jurisdiction. Notwithstanding any contrary provision in this section, the parties may apply to any court of competent jurisdiction for interim for provisional relief pending the arbitrator's decision.

RESOLUTION NO. 23-6120
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING MAYOR TO EXECUTE AGREEMENT FOR FARWEST CORROSION
CONTROL COMPANY TO TEST THE NATURAL GAS PIPELINE'S CATHODIC
PROTECTION SYSTEM

WHEREAS, the city of Susanville Public Works Department is required to comply with federal regulations by the Department of Transportation (DOT) and specified in the city Natural Gas Integrity Management Plan; and

WHEREAS, these DOT regulations require a baseline assessment of pipeline integrity survey; and

WHEREAS, it is the desire city of Susanville to maintain a safe, leak free natural gas system; and

WHEREAS, Farwest Corrosion Control Co. is familiar with the city's Natural Gas six inch high pressure natural gas pipelines and can complete the required annual inspection; and

WHEREAS, funding will be provided by the city of Susanville, Public Works Division Natural Gas Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville hereby authorizes the Mayor to execute a services contract with Farwest Corrosion Control Company to perform Cathodic pipe-to-soil testing and provide a written report on the City's Six Inch High Pressure Natural Gas Pipeline and further authorizes the Public Works Director to sign any change orders up to fifteen percent for this year's inspection.

APPROVED: _____
Quincy McCourt, 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 April, 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Marci Rojas, Public Works

Action Date: April 5, 2023

SUBJECT: Consider **Resolution No. 23-6121**, Authorizing the City Administrator to enter into Lease Agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 700 South Street, City's Public Works Department .

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: The Copier that was located at 700 South Street was relocated with the Engineering Division to 606 Nevada Street due to Engineering having a greater need for the larger copier. Staff is requesting the City Council approve the Public Works Director to execute an lease agreement with Forest Office Equipment for the replacement copier at the South Street office.

FISCAL IMPACT: Estimated annual cost \$1,560.00, no fiscal impact to the General Fund.

ACTION REQUESTED: Motion to approve Resolution No. 23-6121, Authorizing the City Administrator to enter into Lease Agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 700 South Street, City's Public Works Department .

ATTACHMENTS:
[Forest Lease Contract.pdf](#)
[23-6121.pdf](#)



FOREST OFFICE EQUIPMENT

720 Main Street ~ Susanville, CA 9613
(530) 257-4330 ~ Fax (530) 257-7994



KYOCERA
Document Solutions
4054ci



- **1200 X 1200 dpi** printing up to 40 B&W & Color prints per minute
- **10.1"** Color Touchscreen Control Panel with Tablet-like home screen
- **320 Sheet Dual Scan Document Feeder** scans up to 180 per minute
- Up to 200 Scans to PC & E-mail Per Minute, Scan To And Print From USB Flash Drive, google Drive, Drop Box and more
- **1 x 500 Sheet Paper Trays** (Adjustable to Any Size Up to 8 1/2 x 14)
- **1 x 500 Sheet Paper Trays** (Adjustable to Any Size Up to 12x18)
- **2 x 1,500 Sheet Letter Size Paper Deck**
- **150 Sheet MP Tray Handles Up To 110 LB. Card Stock, Envelopes, Transparencies, Labels & More**
- **Software programs for Archiving & Scanning, Print from any mobile device, Phone, Tablet ect.**
- **Fax Board & E-fax ready**



FINANCIAL CONSIDERATIONS:

63 FMV Lease 4054ci
\$130.00 Per Month

Service Contract

Please see attached includes
all parts, Labor, Toner



FOREST
OFFICE
EQUIPMENT

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





TASKalfa 4054ci

Color MFP

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

Model	Description	OMNIA Price
TASKalfa 4054ci	40/40 PPM A3 Color MFP	4,173.00
Accessories		
DP-7150	140 Sheet Reversing Automatic Document Processor	693.00
DP-7160	320 Sheet DSDP with Multi-Feed sensor	967.00
DP-7170	320 Sheet DSDP with Multi-Feed + staple detection	1,201.00
DF-7100	500 Sheet Internal Finisher	628.25
DF-7120	1,000 Sheet Finisher	693.06
DF-7140	4,000 Sheet Finisher (65 Sheet Staple)	1,219.00
DF-7150	4,000 Sheet Finisher (100 Sheet Staple)	2,164.00
AK-7110	Attachment Kit for DF-7120 / DF-7110	72.01
PF-7140	Dual 500 Sheet Paper Trays	628.00
PF-7150	Dual 1,500 Sheet Paper Trays - Letter	674.00
PF-7120	3,000 Sheet Side Large Capacity Tray - Letter	637.71
Stand	Copier Cabinet Stand	161.00
Stabilizer Kit	Stabilizer Feet for Copier Cabinet Stand	51.00
PH-7100	Hole Punch Unit for DF-7100	301.53
PH-7A	Hole Punch Unit for DF-7110/7120	301.53
BF-730	Booklet and Tri Folding Unit for DF-7110	675.06
BF-9100	Booklet & Tri Folding Unit for DF-7130	767.32
MT-730(B)	7 Bin Mailbox for DF-7110	450.04
JS-7100	Job Separator	92.26
JS-7110	Inner Shift Tray	184.00
IS-7100	Insert Unit (for the 60/70 ppm systems only)	1,893.00
ZF-7100	Z-Fold Unit (for the 60/70 ppm systems only)	5,020.00
AK-7120	Attachment Kit for the ZF-7100	89.00
Fax System 12	Fax Board	519.80
Internet FAX Kit (A)	Internet Fax Kit [requires Fax System 12]	150.00
Data Security Kit 10	Enhancement option that helps provide the encryption function for IPsec, one of the certification requirements for HCD-PP and FIPS 140-2 for communication	243.00
Banner Guide(A)	MPT Guide attachment to assist the feeding of banner paper	201.49
Scan Extension Kit(A)	Searchable PDF Kit	389.98
Keyboard Holder 10	Keyboard Tray Kit	73.45
UG-33	Upgrade Kit for Thin Print Support	90.99
UG-34	Optional Printer Emulation	363.98
IB-37	Wireless LAN/Interface (2.4GHz/5GHz multi-band)	109.00
HD-16	Large Capacity HDD (1TB)	991.00
IB-50	Gigabit EtherNet Board for Dual NIC	226.84
IB-51	Wireless LAN NIC (Does not work with NetGard)	306.13
DT-730(B)	Original Hard Copy Holder	20.25
NK-7130	Numeric Keypad	59.41
Platen Cover Type E	Platen Cover	52.65
Surge Protector-MX (15A)	15 Amp Surge Protector	97.49



Document Solutions

7004i / 7054ci Series

This certifies that
Neil ReBell



has successfully completed Kyocera Document Solutions America, Inc.

7004i/ 7054ci Series course, covering models

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

Instructor: Ken Uhler
Class No. VT369

Frank J. Zupa
Vice President of Customer
Operations



Document Solutions

7004i / 7054ci Series

This certifies that

Seanne McElrath



has successfully completed Kyocera Document Solutions America, Inc.

7004i/ 7054ci Series course, covering models

7004i / 6004i / 5004i / 4004i

7054ci / 6054ci / 5054ci / 4054ci

Instructor: Ken Uhler
Class No. VT369

Frank J. Zupa
Vice President of Customer
Operations

Your Workplace Evolution, in Color

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



TASKalfa 4054ci



Up to 40 Pages per Minute

Fast Scanning Options

10.1" Color Touch Screen Panel

Kyocera Net Manager Ready

 **KYOCERA**

BASIC SPECIFICATIONS

Configuration: Color MFP - Print/Scan/Copy/Optional Fax
Speed: Letter: 40 ppm, Legal: 24 ppm, Ledger: 20 ppm (print only)

Warm Up Time: 17 seconds or less (power on)

First Page Out:

Copy: 4.5 seconds BW, 5.9 seconds Color

Print: 5.1 seconds BW, 6.5 seconds Color

Display: 10.1" Color Touch Screen Control Panel

Memory/Hard Disk Drive: 4GB RAM/32GB SSD/
320GB HDD Standard, 1TB HDD (option)

Duplex: Standard Stackless Duplex supports Statement
(5.5" x 8.5") to Ledger (12" x 18"), 16 lb. Bond - 142 lb. Index
(60 - 256gsm)

Standard Output Tray: Statement - 12" x 18"/500-sheets;
up to 12" x 48" Banner (single sheet)

Electrical Requirements: 120V, 60Hz, 12A;
220-240V, 50/60Hz, 7.2A

Typical Electricity Consumption (TEC): 120V: .52 kWh/week;
220V: .51 kWh/week

Dimensions: 23.7" W x 26.1" D x 31.1" H

Weight: 209.4 lbs

Maximum Monthly Duty Cycle: 175,000 Pages per Month

PAPER SUPPLY

Paper Capacity: Standard 1,150-sheets; Maximum 7,150-sheets

Standard Paper Sources: Dual 500-sheet Trays,
150-sheet MPT, Auto Selection/Switching

Standard Paper Size:

Tray 1 - 5.5" x 8.5" - 8.5" x 14" (statement to legal)

Tray 2 - 5.5" x 8.5" - 12" x 18", Custom Size

MPT: 5.5" x 8.5" - 12" x 18" (multiple); to 12" x 48" Banner
(single)

Optional Paper Sources:

PF-7140 Dual 500-sheet Tray Option - 5.5" x 8.5" - 12" x 18"

PF-7150 Dual 1,500-sheet Tray Option - 8.5" x 11"

PF-7120 3,000-sheet Large Capacity Tray Option - 8.5" x 11"

Paper Weight:

Trays/MPT: 14 lb. Bond - 166 lb. Index (52 - 300gsm)

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

SECURITY SPECIFICATIONS

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

PRINT SPECIFICATION

Standard Controller: ARM Cortex-A53/1.6GHz

PDLs/Emulations: PRESCRIBE, PCL6 (PCL-XL/PCL-5e), KPDL3
(PS3), XPS, OPEN XPS, PDF; Optional (UG 34): IBM ProPrinter,
Line Printer, LQ-850

Print Resolution: Up to 4800 x 1200 dpi

Fonts: KPDL3, PCL6, Bitmap

OS Compatibility: Windows: 8.1/10/Server 2012/

Server 2012 R2/Server 2016/Server 2019; Mac OS X v10.0 or
later; Chrome OS

Mobile Printing: Apple AirPrint®, Mopria®, KYOCERA Mobile
Print, KYOCERA MyPanel

Interfaces: Standard: 1000 Base-T/100-Base-Tx/10BASE-T
(IPv6, IPv4, IPsec), 802.3az ready, High-Speed USB 3.0,

4 USB 2.0 Host Interfaces, 2 Expansion Slots,
IEEE 802.11b/g/n Wireless LAN (supports up to 98.5 feet);
Optional: IEEE 802.11a/b/g/n/ac (IB-37 for 2.4/5GHz),
10/100/1000BaseTX (IB-50 for Dual NIC); IEEE 802.11b/g/n
(IB-51 for Wireless LAN Interface (supports up to 328.1 feet))
Network Print and Supported Protocols: HTTPS, FTPS, SNMP
v1/v2c/v3, Raw Port (Port 9100) TCP/IP, IPv4, IPv6, DHCP LPR,
DNS, WSD Scan/Print
Drivers: KX Driver, PCL Mini Driver, KPDL Mini Driver,
Network Fax Driver, TWAIN Driver, WIA Driver, Status Monitor,
Common Profile, Output to PDF, Security Watermark, Super
Resolution, Color Optimizer, MAC Driver, Chrome Print Driver,
Linux Driver, KX Driver with Distributed Printing,
Windows Inbox Driver, SANE Driver
Utilities: KYOCERA Net Viewer, KYOCERA Net Device
Manager, Quick Setup, KX PRESCRIBE Macro Generator,
ID Register, Software Management Service, Upgrade Studio,
Web Package Maker, Removal Tool, Wi-Fi Setup Tool,
PDF Direct Print, Command Center RX;
Kyocera Net Manager (option)

SCAN SPECIFICATION

Scan Type: Color and Black & White Scanner

Scan Resolution: 600/400/300/200 dpi, 200 x 100 dpi,
200 x 400 dpi

File Formats: TIFF, JPEG, XPS, OpenXPS, PDF/A-2.0
(MMR/JPX Compression/High Compression PDF);
Option: Scan Extension Kit Text Searchable PDF; MS Office File
Connectivity/Supported Protocols: 10 BASE-T/100
BASE-TX/1000 BASE-T (IPv6, IPv4, IPsec) TCP/IP,
Hi-Speed USB 3.0

Scanning Functions: Scan-to-Folder (SMBv3), Scan-to-Email,
Scan-to-FTPS over TLS, Scan-to-USB, WSD Scan,
DSM/SANE Scan, TWAIN Scan, Specified Color Removal,
Border Erase, Preview, PDF Digital Signatures

Original Size: Up to 11" x 17" (Glass)

Drivers: TWAIN/WIA/DSM-SANE Driver/WSD Scan

OPTIONAL DOCUMENT PROCESSORS₂

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

DP-7150: Reverse Auto Document Processor/140-sheets

Speed: Simplex: 80 ipm; Duplex: 48 ipm (BW/Color)

Weight: Simplex: 13 lb. Bond - 90 lb. Index (35 - 160gsm)

Duplex: 16 lb. - 32 lb. Bond (50 - 120gsm)

DP-7160: Dual Scan Document Processor/320-sheets

Speed: Simplex: 137 ipm; Duplex: 274 ipm (BW/Color)

Weights: Simplex: 13 lb. Bond - 120 lb. Index (35 - 220gsm)

Duplex: 16 lb. - 120 lb. Index (50 - 220gsm)

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

Dual Scan Document Processor/320-sheets

Speed: Simplex: 137 ipm; Duplex: 274 ipm (BW/Color)

Weights: Simplex: 13 lb. Bond - 120 lb. Index (35 - 220gsm)

Duplex: 16 lb. - 120 lb. Index (50 - 220gsm)

COPY SPECIFICATIONS

Copy Resolution: 600 x 600 dpi

Image Mode: Text, Photo, Text/Photo, Graphic/Map

Continuous Copy: 1 - 9,999

Additional Features: Auto Magnification, Auto Paper Select,
Combine Copy, Mirror Image, Rotate Copy, Border Erase,
Split Copy, Margin Shift, Page Number, Form Overlay,
Blank Page Skip, Specified Color Removal, Proof Copy,
Preview, ID Card Copy

Job Management: 1,000 User Codes, Job Build, Shortcut Keys,
Repeat Copy

Magnification/Zoom: Full Size, 4 Reduction, 4 Enlargement
Preset Ratios, 25 - 400% in 1% Step Increments

Document Box: Custom/Job/USB Drive Box, Fax Box
(w/option)

OPTIONAL FAX SPECIFICATIONS

Fax Type: Fax System 12 (option)

Type/Data Compression: G3 Fax/MMR, MR, MH, JBIG

Transmission Speed/Modem Speed: Less than
3 seconds/33.6 Kbps

Fax Memory: Standard 170 MB

Driver: Network Fax Driver

Fax Functions: Network Fax, Duplex Transmission and
Reception, Encrypted Transmission and Reception,
Polling Transmission and Reception, Broadcast,
Fax Server Integration, Fax Dedicated Paper Feed Tray,
Fax Forwarding to email or file

SOLUTIONS AND SERVICES**Remote Management**

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

Printing Software

Cost Control & Security

Cloud & Mobile

Printer Management

Content Services

Scan & Connect

Intelligent Process Automation

Enterprise Content Management

IT Solutions

Technology Solutions

Including solutions for Cloud and Data Centers

Network Infrastructure

Cybersecurity Solutions

Collaboration Solutions

Consulting Services

Including IT Health Check

CIO as a Service

Healthcare Compliance

Backup and Recovery Planning

Professional Services

Including Design and Architecture

Project Implementation

Project Management

Managed Services

Including Help Desk Services

Retainer Services and On-site Support

Output & Finishing Options³

OPTIONAL 250 SHEET INNER SHIFT TRAY JS-7110

Stack Capacity: 250-sheets

Paper Size: 8.5" x 11" — 11" x 17"

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

OPTIONAL 500 SHEET INTERNAL FINISHER DF-7100⁴

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

Paper Size: 5.5" x 8.5" — 12" x 18"

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

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

Edge: 1 Staple, Face: 2 Staples

Optional Punch: PH-7100 2/3 Hole Punch Unit, supports 5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index

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

OPTIONAL 1,000 SHEET FINISHER DF-7120⁴

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

Paper Size: 5.5" x 8.5" — 12" x 18"

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

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

Optional Punch: PH-7A 2/3 Hole Punch Unit, supports 5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index (52 — 300gsm)

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

OPTIONAL 4,000 SHEET FINISHER DF-7140⁴

Stack/Staple Capacity: Main Tray (A): 4,000-sheets; Sub Tray (B): 200-sheets/65-sheets (up to 24 lb. Bond [90gsm])

Paper Size: 5.5" x 8.5" — 12" x 18"

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

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

Optional Punch: PH-7A 2/3 Hole Punch Unit, Supports 5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index

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

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

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

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

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

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

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

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

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

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

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

(91 — 120gsm) 3-sheets

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

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

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

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

OPTIONAL 4,000 SHEET FINISHER DF-7150⁴

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

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

[80gsm])

Paper Size: 5.5" x 8.5" — 12" x 18"

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

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

Optional Punch: PH-7A 2/3 Hole Punch Unit, supports 5.5" x 8.5" — 12" x 18"; 14 lb. Bond — 166 lb. Index (52 — 300gsm)

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

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

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

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

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

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

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

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

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

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

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

(91 — 105gsm) 3-sheets

ADDITIONAL OPTIONS

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

¹ Requires PF-7140

² Only 1 Document Processor can be installed

³ Only 1 Output Option can be installed

⁴ Requires Bridge Unit Attachment Kit (AK-7110)

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Kyocera Document Solutions Partner

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kyoceradocumentsolutions.us

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LEASE AGREEMENT

OMNIA[®]
PARTNERS1720A Crete Street, Moberly, MO 65270
Phone: 800-662-3759, Fax: 800-426-2626

LESSEE LEGAL NAME: City Of Susanville Public Works		Contract Number: R191102		Telephone No: 5302571041
Billing Address: 720 South Street, Susanville, CA 96130		Equipment Location (if other than Billing Address): 720 South Street, Susanville, CA 96130		
EQUIPMENT DESCRIPTION: (indicate quantity, new or used and include make, model, serial # and all attachments – see below and/or attached Schedule A)				
Unit Quantity	Description of Equipment Leased	Make and Type	Model Number	Serial Number
1	Kyocera 4054ci		4054ci	
BASE TERM IN MONTHS <u>63</u>	TOTAL NUMBER OF LEASE PAYMENTS <u>63 @ \$130.00</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 Public Works

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: _____



DELIVERY AND ACCEPTANCE CERTIFICATE

Date of Equipment Delivery: _____

Application No.: 794883

City Of Susanville Public Works ("**Customer**") hereby certifies that all of the equipment, software and other property (collectively, "**Equipment**") referred to in that certain Agreement related to the above referenced application number (the "**Agreement**") by and between Customer and **LEAF Capital Funding, LLC** ("**LEAF**") has been delivered to and been received by Customer at the location(s) set forth in the Agreement, that all installation or other work necessary prior to the use thereof has been completed, that the Equipment has been examined by the Customer and is in good operating order and condition and is in all respects satisfactory to Customer, and that the Equipment is accepted by the Customer for all purposes under the Agreement. Customer represents and warrants that the Date of Equipment Delivery set forth above and the Billing Address and the Equipment Location set forth in the Agreement are correct. By its execution and delivery of this Acceptance Certificate, Customer hereby reaffirms all of the representations, warranties and covenants contained in the Agreement as of the date hereof, and further represents and warrants to LEAF that no Event of Default, and no event or condition which with notice or the passage of time or both would constitute an Event of Default, has occurred and is continuing as of the date hereof. Customer further certifies to LEAF that Customer has selected the Equipment (and to the extent applicable, the vendor of the Equipment) and has received and approved the purchase order, purchase agreement or supply contract under which the Equipment will be acquired for all purposes of the Agreement.

ACCORDINGLY, CUSTOMER AUTHORIZES LEAF TO PURCHASE THE EQUIPMENT FROM THE APPLICABLE SUPPLIER(S).

DO NOT SIGN THIS DELIVERY AND ACCEPTANCE CERTIFICATE UNTIL YOU HAVE RECEIVED ALL OF THE EQUIPMENT.

CUSTOMER: City Of Susanville Public Works

By: _____

Print Name: _____

Title: _____

E-Mail Address: _____

Date: _____

THE ABOVE SIGNATORY AFFIRMS THAT HE/SHE IS A DULY AUTHORIZED CORPORATE OFFICER OR OFFICIAL, MEMBER, PARTNER OR PROPRIETOR OF THE ABOVE NAMED CUSTOMER.



(Optional)

LEAF AUTOPAY PROGRAM
(AUTHORIZATION TO DEBIT AND CREDIT ACCOUNT BY ACH)

Customer Name: City Of Susanville Public Works

Application Number: 794883

In connection with the above referenced contract(s) ("Contract"), Customer(s) hereby authorize(s), **LEAF Capital Funding, LLC AND/OR ITS AGENTS, SUCCESSORS AND ASSIGNS** (collectively, "Company"), to initiate ACH credit and/or debit entries, and if necessary, adjust any credit and/or debit entries made in error to the account described below ("Account") at the financial institution named below ("Bank"). The authorization provided herein (this "Authorization") is intended to encompass all amounts due and to become due under the above Contract, including current and past due periodic payments, miscellaneous charges, taxes and late charges. In addition, Customer potentially will enter into future transactions with Company. **Customer hereby acknowledges and agrees that this Authorization shall constitute a continuing Authorization to withdraw amounts for this Agreement as well as all future transaction(s) with the Company.** This Authorization shall not be limited or deemed waived, nor shall Company assume any liability, if for any reason Company delays debiting the Account for amounts due under the Contract. FOR ADMINISTRATIVE PURPOSES, ALL DEBIT AND CREDIT ENTRIES SHALL APPEAR ON THE ACCOUNT AS BEING INITIATED BY **"LEASE SERVICES."**

_____ Recurring Authorization: Initial to the left to authorize a RECURRING ACH authorization.

_____ One-time Payment: Initial to the left to authorize a ONE-TIME debit of the below account of \$95.00 plus taxes.

BANK NAME: _____	ABA/ROUTING NUMBER: _____
BRANCH: _____	ACCOUNT NAME: _____
CITY: _____	_____
STATE: _____ ZIP: _____	ACCOUNT NUMBER: _____

(ATTACH A VOIDED CHECK ON THE ABOVE ACCOUNT)

➔ The check number is on the top and bottom right of the check - we do not need the check number.

➔ **Account Number** is the middle group of 12 numbers on the bottom of your check.

➔ **Routing Number** is the group of 9 numbers on the bottom left of your check.

Customer certifies that all information set forth above is true and correct. Customer agrees to give Company not less than twenty (20) days advance written notification of any termination or change in this Authorization, which shall remain in full force and effect until Company has received such written notification from Customer.

Signature: X _____	Customer Billing Contact Information
Print Name: _____	(if different from information on left):
Title: _____	Name: _____
Date: _____	Title: _____
Phone Number: _____	Phone Number: _____
E-mail Address: _____	E-mail Address: _____

THE PERSON SIGNING ABOVE AFFIRMS THAT HE/SHE IS A DULY AUTHORIZED CORPORATE OFFICER OR OFFICIAL, PARTNER OR PROPRIETOR OF THE ABOVE NAMED CUSTOMER.



FOREST OFFICE EQUIPMENT



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

Maintenance Agreement

CUSTOMER NAME City Of Susanville Public Works

BILLING ADDRESS 720 South 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: 4054ci Serial No. _____ ID# _____

Start Count Color : 0 Start Count Black: 0

Installation, Agreement Start Date Date: _____ Agreement End Date: _____

B&W Monthly Base Payment \$ 30.00 Includes 3,000 Copies

B&W Overage Charge Per Month Over 3,000 = \$.01 Per Print

Color Monthly Base Payment \$ 0.00 Includes 0 Copies

Color Overage Charge Per Month Over 0 = \$.08 Per Print

Customer Signature _____ Date _____

FOE Accepted by [Signature] Date _____

PROPOSAL

Prepared For

City of Susanville
Public Works

March 20, 2023

1 ea. Kyocera TASKalfa 4054ci Color MFP \$138.00 per month, plus tax
• 63 Month, 0 Down, FMV Buyout

Features:

- 40 pages per minute b/w & color
- Dual scan document feeder (274 ipm / 320 originals)
- 32GB RAM, 320GB HDD
- 4800 x 1200 dpi print resolution
- Automatic duplexing
- Network print interface
- Network scan interface (b/w & color)
- Network fax interface
- Banner printing (12" X 48")
- up to 166lb index stock
- up to 12"X18" print size
- dual 1,500 sheet paper deck
- dual 500 sheet paper trays
- 150 sheet bypass tray
- power filter device

Purchase Price \$6,732.00 plus tax

Maintenance Program:

Billed monthly @ \$.01 per page b/w
And \$.08 per page color
Covers all parts, labor, maintenance
and supplies; excluding paper.


Michael Fogleman
V.P. of Sales

Proposal Accepted:

By _____

Title _____

Date _____



AUTHORIZED DEALER



A Custom



TASKalfa 4054ci

Multifunctional Document Solution
Designed For

**The City of
Susanville**

Submitted By
Amanda Carrel
Amanda@Carrels.com
Ph. 530.241.3718
03/06/2023

A Custom Imaging Solution Designed For

The City of Susanville

Proposed Equipment Kyocera TASKalfa 4054ci Digital Imaging System

- **Color Multifunctional System;
Print, Copy, Scan & Fax.**
- **Delivers Clear, Precise, Quality Prints
at 40 Pages Per Minute.**
- **320 Page Dual Scan Document Feeder.**
- **Efficient Single Pass Duplex Color Scanning at 274 Images Per Minute.**
 - **Stackless Duplexing Unit.**
 - **600 dpi Scan Resolution.**
- **Scan File Formats: TIFF, PDF, OpenXPS, XPS, JPEG,
Searchable PDF (OCR).**
- **Scanning Functions: Scan to Folder (SMB), Scan to Email, Scan to
FTP, Scan to FTP over SSL, Scan to USB, WSD Scan, TWAIN Scan,
PDF Digital Signatures.**
 - **Convenient Wireless & Remote Printing and Scanning
Apple AirPrint®, E-Mail Print, Mopria and Kyocera Mobile Print Compatible
for Mobile Printing Solutions.**
- **Paper Weight: 14lb Bond to 166lb Index.**
- **Paper Materials: Plain Paper, Bond
Paper, Recycled Paper, Envelopes, Cardstock, Transparencies, Labels.**
- **Paper Sizes: 5.5" x 8.5" to 12" x 48", Banner & Custom Sizes.**
- **Dual 500 Sheet Paper Trays, Two 1,500 Sheet Paper Trays,
and a 150 Sheet Multipurpose Tray.**
- **Multiple Paper Trays for Multiple Paper Sizes.**
- **Standard Features: Page Collate (Electronic Sorting), Cover Mode,
and Interrupt Copy.**
- **Standard USB Host Interface for On the Go Printing and Scanning.**
- **4 USB Host Interfaces, Hi-Speed USB 2.0, & 2 Expansion Slots.**
 - **Customizable 10.1" Color Touch Screen with Intuitive
Tablet-like Home Screen.**
- **Walk up Ready with Wake up Sensor.**

A Custom Imaging Solution Designed
Especially For

The City of Susanville

Equipment

Kyocera TASKalfa 4054ci Digital Imaging System Including:

40 Pages per Minute Full Color Multifunctional System;
Print, Copy, Scan & Fax
320 Page Dual Scan Document Feeder
Network Print and Scan
USB Print and Scan
Dual 500 Sheet Paper Trays
Two 1,500 Sheet Paper Trays
Network Fax Board

Equipment Financing

	<u>63 Months</u>
Kyocera TASKalfa 4054i Digital Imaging System	\$ 141.92 /month

Includes Shipping, Surge, Install, and Training.

**0 Security Deposits, FMV, \$75 Doc Fee, Plus Sales Tax,
by 03/31/2023.**

Customer Satisfaction Agreement Proposal For

The City of Susanville

Full Service Maintenance Agreement (FSMA)

Coverage: All parts and labor required to keep your copier in the best available condition, and all supplies, (except paper and staples).

TASKalfa 4054ci

Color

\$ 0.08 Per Page

Black & White

**\$ 40.00 Per Month, Includes 4,000 Pages
Excess Black & White \$0.01 Per Page**

Billed Monthly

In Addition, Carrel's Office Solutions Will:

1. Provide FACTORY TRAINED technicians.
2. Perform all necessary calls, to clean and adjust your machine.
3. Maintain adequate customer supply levels at all times.
4. We strive to give 4 hours response time.

The above proposal is based upon a twelve month contract, billed monthly.
Applicable taxes not included.

RESOLUTION NO. 23-6121
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE PUBLIC WORKS DIRECTOR TO ENTER INTO LEASE
AGREEMENT WITH FOREST OFFICE EQUIPMENT

WHEREAS, the City of Susanville Public Works South Street office is without a copier since the previous copier was relocated with the Engineering Division; and

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

WHEREAS, the lease agreement with Forest Office Equipment provides for a 63-month lease period at the end of which time, the City will enter into a secondary lease period, with the rate subject to change.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby authorizes the Public Works Director to enter into Lease Agreement with Forest Office Equipment.

APPROVED: _____
Quincy McCourt, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing Resolution No. 23-6121 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of April 2023 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: April 5, 2023

SUBJECT: Consider signing bonus for recruitment of the Assistant Civil/Air Quality Engineer vacant position

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The Assistant Civil/Air Quality Engineer position became vacant in January, 2022. After a full year of recruitment cycles, the applicant pool is insufficient to proceed with the selection process. Due to the position qualifications and lack of qualified applicants, the City Administrator is seeking direction from council regarding the offering of a signing bonus of \$10,000 to be distributed over three years, \$5,000 at signing, \$2,500 upon completion of probationary period and \$2,500 upon completion of the 3rd year of service.

FISCAL IMPACT: \$10,000 over three years.

ACTION REQUESTED: Direction to staff, possible motion.

ATTACHMENTS:

AGENDA ITEM NO. 9.F
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: April 5, 2023

SUBJECT: Consider **Resolution No. 23-6119**, authorizing the execution of an agreement with Bench Craft Company and authorizing the Mayor to execute agreement

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The city has an Agreement with Bench Craft that is set to expire in October 2023. Bench Craft Company sells sponsor messages and ads to be placed on custom design tee signs, benches, golf ball washers, display boards and scorecards to be placed throughout the golf course. Bench Craft is requesting to renew the Agreement for a 4 year term. Bench Craft has offered \$1,000 annually and has agreed to give the current ball washers to the golf course.

Executing this agreement will allot 21 *new* benches with advertising to be placed at the golf course, 19 *new* tee signs, annual supply of new scorecards, and a *new* Rules and Policies Sign, at no cost, to be delivered within 120 days of executing the agreement. In addition to the aforementioned \$1,000 payment that will be made from Bench Craft to the golf course annually.

Authorize Mayor to execute Agreement.

FISCAL IMPACT: \$1,000 annual income to the Diamond Mountain Golf Course for 4 years

ACTION REQUESTED: Motion to approve Resolution No. 23-6119, authorizing the execution of an agreement with Bench Craft Company and authorizing the Mayor to execute agreement

ATTACHMENTS:
[Bench Craft Attachment A.pdf](#)
[23-6119.pdf](#)

BENCH CRAFT COMPANY

A Division of Transportation Media, Inc. • BenchCraftCompany.com • P.O. Box 6343 Portland, OR 97228
(800) 824 8311 • f (503) 221 9737 • ATTENTION: CHUCK HEATH

OFFER TO SUPPLY FREE TEE SIGNS, BENCHES, and SCORECARDS

This agreement is made between Bench Craft Company and the undersigned golf course for a period of FOUR (4) YEARS commencing upon delivery of product(s). Bench Craft Company is engaged in the business of selling sponsor's messages to be placed on custom designed **TEE SIGNS AND BENCHES** with the understanding that they will be placed at the tees and other locations at the golf course (list additional locations below) and are to be used exclusively by the golf course. Each product will display information specific to the golf course. All information needed to complete the product(s) is to be provided by the golf course to Bench Craft Company within 30 days from the date of this agreement.

As sole consideration of the promises herein made by the golf course, Bench Craft Company agrees to furnish custom designed product(s) at **NO COST WHATSOEVER TO THE GOLF COURSE**, per style _____ which shall contain sponsor's messages of reasonable amounts to satisfy the needs of Bench Craft Company. This service is provided to the golf course on the basis that the sponsors are commercially available. During the term of this agreement, Bench Craft Company, in its sole discretion, may replace existing sponsors messages with others containing different sponsor's messages on an annual basis. Bench Craft Company may replace style of product(s) with golf course approval.

Bench Craft Company does routinely screen sponsors and will not sell or place any sponsor that is questionable on moral or ethical grounds. By stating objections to types of businesses or specific businesses herein, the golf course is exercising their right of approval.

ONE PARTICULAR AREA OF CONCERN IS: GOLF RELATED BUSINESSES: _____ (CHECK ONE) ☐ OK ☐ NOT OK

ANOTHER AREA OF CONCERN IS: BEER DISTRIBUTION: _____ (CHECK ONE) ☐ OK ☐ NOT OK

ALL OTHER TYPES OF BUSINESSES/SPECIFIC BUSINESSES NOT ACCEPTABLE: No Adult Theme, No Marijuana (list other exclusions here)

Any effort made by the golf course or golf course personnel to negatively affect the ability of Bench Craft Company to install and maintain product(s) or to make sales to sponsors shall be construed as a breach of contract giving rise to consequential damages. The golf course agrees to use the most recent supply of product(s) on hand.

The golf course also agrees to perform occasional maintenance, including draining ball washers during freezing temperatures if applicable, and to install sponsor panels (if this is done at the request of Bench Craft Company, the golf course will be compensated for their time). The golf course agrees to provide Bench Craft Company and/or its agents with vehicle access to golf course for posting of and/or maintenance of products.

THE SIGNATORY OF THIS AGREEMENT IS A REPRESENTATIVE OF THE ☒ OWNER OF THE GOLF COURSE ☐ LESSEE OF THE GOLF COURSE
IF LESSEE, THE REMAINING TERM OF THE LEASE IS: _____ LESSOR AND LEGAL OWNER OF THE COURSE IS: _____

BENCH/GOLF BALL WASHER BONUS

0 Benches x \$25 per year (initial payment 30 days after signing. Subsequent payments made annually)

0 Golf Ball Washers x \$25 per year (initial payment 30 days after signing. Subsequent payments made annually)

OTHER CONDITIONS: The Golf Course requires (21) Benches, (19) Tee Signs, and Scorecards, with sponsor ads, including (1) Rules & Policies Sign, all at NO COST. Existing Tee Signs and Benches will be replaced within the next 120 days. The Golf Course shall receive an annual check for \$1000.00. First payment coming within 30 days of signing.

The initial term of this agreement is for FOUR (4) years. Unless written notice of termination is given by either party more than does not apply prior to expiration of any term, this agreement shall again automatically renew for additional NO renewal year periods. In the event suit or action is instituted to enforce this agreement or any of its provisions, the prevailing party shall be entitled to recover reasonable attorney fees and costs in all courts at trial and appeal. County of Multnomah, State of Oregon shall have jurisdiction.

This agreement is complete in itself. It contains all of the terms of the agreement and neither party will rely on any verbal representations, either expressed or implied, not contained or expressed herein. This agreement shall not be modified except by written agreement signed by Bench Craft Company and the undersigned golf course. All products, intellectual property and artwork created under this agreement shall remain the sole property of Bench Craft Company. Should notice of termination be given by either party the golf course agrees to cooperate fully in the return of all products and artwork created. This agreement shall be binding upon the heirs, successors and assigns of both parties and as such will be included in any bill of sale.

The golf course shall require (21) Benches, (19) Tee Signs, and an annual supply of Scorecards all at no cost with advertisement spaces.

BY _____
Bench Craft Company

DESIRED LOCATIONS Per Golf Course _____

SPECIAL INSTRUCTIONS Tee Signs and Benches stain color is Cape Cod Grey _____

OF HOLES 18 HOLES _____

ANNUAL ROUNDS _____

TOTAL YARDAGE 6518 yds / Par 71 / 70.0 / 113 _____

GOLF COURSE PHONE (530) 257-2520 / Dave (530) 310-3109 _____

DATED THIS _____ DAY OF _____, 2023

GC DIAMOND MOUNTAIN GOLF COURSE (SUSANVILLE, CALIFORNIA)

AUTHORIZED SIGNATURE X _____

PRINT NAME _____

TITLE _____

MAILING ADDRESS 470-835 Circle Drive _____

CITY SUSANVILLE STATE CA ZIP 96130

SHIPPING ADDRESS _____

CONTACT Dave, golf shop, or city for sponsor verify call FOR SPONSOR QUESTIONS

PLEASE ATTACH CURRENT SCORECARD WITH SIGNED AGREEMENT

RESOLUTION No. 23-6119
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH
BENCH CRAFT COMPANY

WHEREAS, the Diamond Mountain Golf Course has been supplied with benches, tee signs, scorecards, sponsor ads, ball washers, and Course Rules & Policies signage, under an existing agreement with Bench Craft; and

WHEREAS, the existing agreement is expiring in October of 2023; and

WHEREAS, the city of Susanville desires to enter into a contract with Bench Craft Company to continue with the use of the items provided for a period of 4 years; and

WHEREAS, the Diamond Mountain Golf Course will receive an annual payment from Bench Craft for \$1,000 in addition to one time replacement of 21 benches, 19 tee signs, scorecards and 1 Course Rules and Policies Sign at no cost as stated in Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby authorizes the Mayor to sign the agreement with Bench Craft Company and further authorizes the Finance Manager to receive the annual payment of \$1,000 to be included in the golf course operations budget annually.

APPROVED BY: _____
Quincy McCourt, 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 April 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: April 5, 2023

SUBJECT: Consider **Resolution No. 23-6100**, Authorizing Memorandum of Understanding between Susanville Indian Rancheria and the city of Susanville regarding a partnership on economic development.

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The Susanville Indian Rancheria and the city of Susanville are interested in working collaboratively on economic development efforts. The attached Memorandum of Understanding describes the benefits of the proposed partnership to the region. When one agency provides opportunity for industrial growth, job creation, enhancing community amenities, better education, provision of public safety service, and other essential community services our community as a whole benefits.

In the effort to provide city council with a secondary option, staff has prepared a cost for the position at a different title and pay range. Option 1, as presented is for an Economic Development Director. Option 2, as presented, is for an Economic Development Coordinator. The job descriptions would be fairly similar in job duties required. The key differences are as follows:

Option 1: Economic Development Director - MGMT - 172

- At-Will Position
- Higher Salary
- Higher Experience/Education expectation
- Increase probability to hire the right person with experience

Option 2: Economic Development Coordinator - Adim Unit 146-148

- Not At-Will
- Lower Salary
- Lower Experience/Education expectation
- Increase probability to hire the right person and need to train them. (Consultant)

At top step Option 1 is estimated at:

- Salary: \$132,280
- Benefits: \$76,280
- Total: \$208,560

At top step Option 2 is estimated at:

- Salary: \$87,440
- Benefits: \$43,780
- Total: \$131,220

FISCAL IMPACT:

Option 1: Estimated fiscal impact of \$294,000 per year with city of Susanville paying half (\$147,000) and Susanville Indian Rancheria paying half (\$147,000).

Option 2: Estimated Fiscal Impact of \$126,200 per year with city of Susanville paying half (\$108,250) and Susanville Indian Rancheria paying half (\$108,250)

ACTION REQUESTED:

Motion to approve Resolution No. 23-6100, Authorizing Memorandum of Understanding between Susanville Indian Rancheria and the city of Susanville regarding a partnership on economic development.

ATTACHMENTS:

[23-6100.pdf](#)

[MOU SIR & City Economic Development ver 2.docx](#)

[DRAFT Job Description - Economic Development Director.docx](#)

[210915 Adopted Dept Head Process.pdf](#)

[2021.2022 MANAGEMENT MOU SIGNED.pdf](#)

RESOLUTION NO. 23-6100
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF UNDERSTANDING
BETWEEN THE SUSANVILLE INDIAN RANCHERIA (SIR) AND THE CITY
FOR PARTNERING ON ECONOMIC DEVELOPMENT

WHEREAS, The SIR is a sovereign nation located in Lassen County, operating many of its business, community services, and administrative operations adjacent to and within the political boundaries of the city; and

WHEREAS, the city is a political subdivision of the state of California, operating as general law municipal corporation established in 1900, operating its businesses, community services, and administrative operations within the ancestral homelands of the Washoe, Paiute, Maidu, and Pit River Tribes; and

WHEREAS, the SIR and city recognize that both entities are a part of the same community and that both entities compete for talent, business, and industry; and

WHEREAS, the SIR and city recognize that improving the quality of life and economic prosperity for our citizens includes working together on items pertaining to the creation of quality jobs, business development, and community vitality; and

WHEREAS, the SIR and city recognize that working together as partners increases the probability of success, providing many more opportunities for implementing economic development planning and project activities; and

WHEREAS, both SIR and city are desirous of creating a partnership on matters pertaining to economic development.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the city of Susanville hereby authorizes the Mayor to execute the Memorandum of Understanding between the Susanville Indian Rancheria and the city of Susanville for partnering on economic development.

APPROVED: _____
Quincy McCourt, 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 April 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING (MOU), made this ____ day of _____, 2023, by and between the Susanville Indian Rancheria (SIR) and the city of Susanville (CITY) hereinafter referred to collectively as PARTIES, is for the purpose of formalizing the desire of both SIR and CITY to partner on matters pertaining to economic development and describes the Agreement between PARTIES on such matters.

RECITALS:

WHEREAS, The SIR is a sovereign nation located in Lassen County, operating many of its business, community services, and administrative operations adjacent to and within the political boundaries of the CITY; and

WHEREAS, the CITY is a political subdivision of the state of California, operating as general law municipal corporation established in 1900, operating its businesses, community services, and administrative operations within the ancestral homelands of the Washoe, Paiute, Maidu, and Pit River Tribes; and

WHEREAS, the SIR and CITY recognize that both entities are a part of the same community and that both entities compete for talent, business, and industry; and

WHEREAS, the SIR and CITY recognize that improving the quality of life and economic prosperity for our citizens, includes working together on items pertaining to the creation of quality jobs, business development, and community vitality; and

WHEREAS, the SIR and CITY recognize that working together as partners increases the probability of success, providing many more opportunities for implementing economic development planning and project activities; and

WHEREAS, both SIR and CITY are desirous of creating a partnership on matters pertaining to economic development.

NOW, THEREFORE, the PARTIES hereby agree as follows:

(1) Economic Development Director staff position.

- a. PARTIES agree to jointly share the cost of a staff position for the purpose of implementing economic development activities that include but are not limited to, an Economic Development Implementation Plan, coordinating with local, state, and federal entities, marketing the region within a variety of economic development impact areas, and coordinating and delivering projects.
- b. The Economic Development Director staff position will be employed by the CITY.
- c. The Economic Development Director staff position will be compensated at a rate that is set for City Department Heads in the existing Management Bargaining Unit MOU between the range of 168-172 commensurate with the incumbent's

education and experience, PARTIES agree to each contribute 50% of salary not to exceed \$133,000/year plus a payroll taxes and benefits not to exceed \$76,000 per year (\$209,000; \$104,500 from each PARTY). The term of the position will be from the initial appointment through June 30, 2027.

- d. PARTIES agree that City will adhere to its established hiring procedures for department heads. At least two SIR representatives will be invited to participate in the interview panel.
- e. SIR agrees to reimburse CITY quarterly for 50% of actual expenses incurred by CITY for salaries and benefits for the Economic Development Director position. CITY will invoice SIR within 30 days of the end of the Quarter. Quarters shall be Jan 1 - March 30, April 1-June 30, July 1-September 30, and October 1-December 31. SIR agrees to reimburse CITY within 30 days of invoice.

(2) Consultant Services

- a. PARTIES agree to jointly share the cost of consultant services for a total cost not to exceed \$50,000 annually (\$25,000 from each PARTY).
- b. Prior to soliciting a consultant, PARTIES will meet and confer and mutually agree on the scope of services to be solicited.
- c. Consultant services shall be procured by contract with consultants being competitively selected. City Administrator or designee shall coordinate with SIR Tribal Administrator to establish a screening committee to review proposals and make a recommendation to City Council for contract award.
- d. City shall pay the consultant and request reimbursement from SIR quarterly.
- e. SIR agrees to reimburse CITY quarterly for 50% of actual expenses incurred by CITY for consultant services. CITY will invoice SIR within 30 days of the end of the Quarter. Quarters shall be Jan 1 – March 30, April 1-June 30, July 1-September 30, and October 1-December 31. SIR agrees to reimburse CITY within 30 days of invoice.

(3) Part-time Administrative Staff Assistant position.

- a. PARTIES agree to jointly share the cost of a part-time Administrative Staff Assistant position for a total cost not to exceed \$35,000 annually (\$17,500 from each PARTY)
- b. The part-time administrative staff position will not be hired until after the Economic Development Director position. With the input of the Economic Development Director and SIR, the City Administrator will develop a job description for the part-time Administrative Staff Assistant.
- c. City Administrator will then request approval from City Council to fill the position.
- d. SIR agrees to reimburse CITY quarterly for 50% of actual expenses incurred by CITY for part-time Administrative Staff Assistant in the City's Economic Development Department. CITY will invoice SIR within 30 days of the end of the

Quarter. Quarters shall be Jan 1 – March 30, April 1-June 30, July 1-September 30, and October 1-December 31. SIR agrees to reimburse CITY within 30 days of invoice.

(4) Economic Development Committee:

- a. The City Administrator shall establish a steering committee for economic development. The committee shall include SIR representatives and City Representatives. This committee shall routinely engage the collaborator manager on matters related to economic development.

Term: This agreement shall expire on June 30, 2027, unless extended upon mutual written agreement of both parties.

Susanville Indian Rancheria:

City of Susanville:

Arian Hart
Tribal Chairman

Quincy McCourt
Mayor

Attorney

Margaret Long
City Attorney

Attest

Attest:
Heidi Whitlock
City Clerk

ECONOMIC DEVELOPMENT DIRECTOR

JOB INFORMATION:

The Economic Development Director is classified as a Regular, full-time Employee as defined by the City of Susanville's Employee Manual. The Economic Development Director is represented by the Management Bargaining Unit and is compensated at Range 168-172 of the Unit's Salary Matrix.

JOB SUMMARY:

Under the direction of the City Administrator, the Economic Development Director is responsible for providing strategic leadership and direction in the role of collaborator/manager advocating for economic development in the implementation of the city's economic development program. Incumbent will work closely with the economic and business community, including the Susanville Indian Rancheria, other government agencies, non-profit organizations, academic and business institutions as well as private entrepreneurial and civic groups. The incumbent is responsible for negotiating with developers, land use attorneys, and financiers to facilitate and expedite economic development projects and real property land use, including lease agreements for the City of Susanville, often involving complex, highly specialized or difficult real property acquisition and lease maintenance issues. The incumbent will develop and market Susanville's Economic Development Implementation Plan, serve in the role of collaborator/manager, coordinate marketing activities, assist in annexations, assist in the development of tax sharing agreements, and influence and train city staff in all matters pertaining to economic development. The incumbent will provide overall management of the Susanville's Economic Development Implementation Plan and will be responsible for formulating recommendations as well as formulating the plan's objectives and work plan and conducting outreach with the business community.

The incumbent in working in the capacity of the Economic Development Director performs additional highly responsible administrative work assisting the City Administrator in planning, coordinating and directing the activities of the City of Susanville.

This is an "at will" position, and the incumbent serves at the discretion of the City Administrator. An incumbent in this classification: demonstrates strong ethical, professional, and service-oriented leadership and interpersonal skills; sets a good example; and correctly applies the tenets of the City's Code of Ethics and Values.

The incumbent in this position may be required to work unusual hours. Must be able to perform all of the duties of the essential functions of the job.

The incumbent in this position is required to file a Conflict of Interest statement upon assuming office, annually, and upon leaving office.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

This description may not include all the duties listed below, nor do the examples cover all duties that may be performed.

- Key member of the Economic Development team and first point of contact to initiate new or expanding businesses with the City of Susanville;
- Works closely with Susanville Indian Rancheria to identify and implement economic development partnerships and projects.
- Works closely with local businesses and develops potential business, and develops and implements strategies to assist with business growth and expansion;
- Negotiate the terms and conditions of complex and highly technical agreements and real property transactions, involving land use entitlements and zoning between the City, property owners, businesses and other agencies;
- Manage and administer development agreements and all lease-related entitlements, construction, and financial components;
- Attend meetings of the City Council and SIR Tribal Business Council and other public meetings. Advise the City Administrator and Tribal Administrator and presents facts, information and recommendations to them;
- Provide management and staff support for the City Administrator including representing the City Administrator at community and professional meetings;
- Develop and administer redevelopment area projects and commercial real estate development strategies and programs;
- Analyze leases, agreements, options, deeds and contracts, and makes recommendations to the City Administrator as to the formulation of policy and legislation requirements;
- Using appropriate technological tools, develop and conduct economic studies, needs assessments and research analysis;
- Develop qualitative and quantitative measures to evaluate program/project financial status, customer satisfaction, contractor performance, and public relations;
- Develop programs and resources for economic development;
- Establish relations and supporting collaborative efforts with economic development stakeholders, local government agencies, regional economic development groups, and industry leaders to promote economic development activities that enhance, expand and support the region's economic vitality; and
- May supervise administrative support staff, consultants, technical and professional employees as assigned.
- Perform other related duties as assigned.

QUALIFICATIONS:

Minimum qualifications:

- Possession of a valid Class C California driver's license is required at the time of appointment and for the duration of employment.

Preferred qualifications

Any education or experience equivalent to:

- Graduation from an accredited college or university with a Bachelor's degree in Public or Business Administration, Planning, Economics, Finance or a closely related field;
- Five (5) years of extensive and progressively responsible experience in community development, economic development, redevelopment, planning, real property, or finance, preferably in the public sector;
- At least two (2) years of management experience working with senior Administrators on significant economic development projects.
- A Master's degree in Business or Public Administration, Economics, Finance, Planning or a closely related field is highly desirable.

Additional Experience or Ability to:

Possess thorough knowledge of:

- Principles and practices of economic development, project financing, real estate, land development and public policy;
- Negotiation techniques and strategies;
- Land Use proceedings and prevailing rental and lease charges;
- City government, particularly the processes and departments involved with handling real property transactions;
- Financial techniques and procedures relating to real estate and business development, industrial development and land financing;
- Federal, State and local regulations dealing with economic development and redevelopment;
- Principles, practices, and methods as applied to General Plans, zoning, building codes, housing, finance, and federal grants administration;
- Principles and practices of effective leadership and management techniques, e.g. team building practices, problem solving and conflict resolution, project and workload planning and safety procedures and standards;
- Supervisory personnel practices and procedures; and
Public/Private sector approaches and techniques to stimulate and promote economic development activity;

Ability to:

- Create a plan for the City's growth and productivity;
- Effectively manage all redevelopment and economic development activities and functions;
- Generate and stimulate business activity;
- Negotiate difficult, highly technical and/or complicated transactions;
- Draw conclusions and project consequences of decisions and recommendations;
- Establish and maintain positive and effective relationships with City employees, including elected and senior officials and Administrators, business and community leaders, general public, contractors and other governmental representatives;
- Work as team player and be willing to deliver excellent customer service to both internal and external City clients;
- Strong interpersonal skills and communicate effectively both orally and in writing to consistently represent facts and situations accurately, transmit information concisely and in an effective manner, and present a balanced picture of situations;
- Prepare and present highly technical and complex written and oral reports to City Administrator, City Council, business community, residents and businesses, and City staff;
- Work effectively in time-sensitive situations and meet deadlines; coordinate multiple projects and complex tasks simultaneously;
- Remain current with contemporary land use concepts and processes;
Be an active member of the executive management team and work effectively to achieve common goals;
- Understand the big picture and develop project from concept to completion;
Identify policy issues and work with staff to develop options and recommend solutions;
- Analyze economic, financial, sociological and legal information;
Review and analyze important detailed and highly complex technical real property acquisition records and reports;
- Review development and redevelopment proposals for compliance;
Understand the public service environment and to build trust with all of the key stakeholders;
- Exercise good judgment in structuring and organizing work and setting priorities, balancing the interests of clients and readily readjusting priorities to respond to customers;
- Act as spokesperson on real property matters;

PHYSICAL REQUIREMENTS:

Position requires prolonged sitting, standing, walking, reaching, twisting and turning, kneeling, bending, squatting, crouching and stooping in the performance of daily activities; grasping, repetitive hand movement and fine coordination in preparing reports and documents using a computer keyboard; near vision in reading correspondence and documents and viewing a computer screen throughout the day;

DRAFT

Management: Range 168-172
March 2023
New Position

work in a noisy environment with multiple distractions; operate a variety of office equipment such as a calculator, computer and typewriter. Acute hearing is required when providing telephone service and communicating in person; ability to lift, drag and push files, computer reports or other materials weighing up to thirty pounds.

WORK ENVIRONMENT:

This position is located predominately indoors, in an office setting, while performing the functions listed above. The position is frequently required to drive to other locations to perform site visits.

DEPARTMENT HEAD SELECTION PROCESS

I. Application Process

- A. Per the City of Susanville Employee Manual, Section 116: Job Posting – “In general, notices of all regular full-time job openings will be posted on employee bulletin boards prior to publication to the public, although the City reserves its discretionary right to not post a particular opening.”
 - 1. External Recruitment: Advertise job opening by posting City Council approved job announcement for a minimum of ten (10) days and flyer in the following (if applicable):
 - a. Employee Bulletin Board
 - b. Local News Paper
 - c. Professional Publications
 - d. Direct Mailers
 - e. Online Websites
 - 2. Internal Recruitments: Advertise job opening by posting City Council approved job announcement on the employee bulletin board in accordance with section 116 of the Susanville Employee Manual “Job Posting”. Such positions will not be released to the public.
- B. Applications Received at City Hall
 - 1. Must be received prior to closing date and time;
 - 2. Must include standard city application and any documents requested in job announcement, i.e. resume, cover letter, transcripts, certifications, etc.; and
 - 3. Must be submitted to the City Clerk
 - 4. Unless recruitment is for City Administrator, City Clerk to provide applications to the City Administrator, or City Administrator’s designee upon receipt.

II. Application Screening Process

- A. Initial applicant screening: Applicants are screened for compliance with job announcement and minimum requirements by the City Administrator’s designee, or the City Clerk, if for City Administrator position. The initial screener notes if applicant does not meet the minimum qualifications and/or has not complied with the job announcement.
- B. For City Administrator: City Council members screen all applications that meet minimum qualifications and are in compliance with job announcement to determine which candidates will receive an interview.
 - 1. Council Members will independently and confidentially indicate yes or no as to whether or not they want to interview an applicant.
 - 2. Applicants receiving three or more yes indications from Council Members will be interviewed.
 - 3. *In the event that more than 5 applicants receive three or more yes indications, those receiving 4 or more yes indications will be interviewed instead of those*

receiving 3 or more OR the council will re-evaluate the candidates choosing only their top 5 candidates in order to complete each panel in one day's time.

- C. **For All Other Department Heads:** The City Administrator shall screen all applications that meet minimum qualifications and are in compliance with job announcement to determine which candidates will receive an interview.
- D. A Designee will prepare letters of regret for Applicants not chosen to move on to the interview process within five (5) business days of this determination.

III. Interviews

- A. For City Administrator: If there are more than two candidates that meet minimum qualifications and are in compliance with job announcement, an ad hoc committee consisting of two Council Members and the City Administrator will convene to determine the composition of the interview panels. Once notified, interview panel members/organization have five working days to confirm their participation. After five working days, they forfeit their opportunity to participate in the process.
 - 1. Two panels will be convened, a Community Panel and Professional Panel.
 - a. Community Panel
 - 1. May consist of community leaders, business professionals, union representatives, representatives from other agencies, and Human Resources representative.
 - 2. Community Panel Members will be asked to submit three questions for consideration by ad hoc committee, ad hoc committee will determine the final list of questions to be asked during the community interview.
 - b. Professional Panel
 - 1. May consist of experts in the field, Department Heads, and an HR representative.
 - 2. Professional Panel Members will be asked to submit three questions for consideration by ad hoc committee, ad hoc committee will determine the final list of questions to be asked during professional interview.
 - 2. Scoring
 - a. Candidates will be scored by the interview panelists using City standard scoring sheet as attached as Exhibit A. Scores will be averaged from the Community and Professional panels.
 - 1. Community Panel will account for 40% of overall score.
 - 2. Professional Panel will count for 60% of overall score.
 - 3. The top two candidates and all qualified internal candidates, will be interviewed in closed session by the entire City Council. Based on negative results from the Professional and/or Community Panel interviews, the City Council may elect to

not interview one or both of the top two candidates, or any of the internal candidates.

4. The City Council selects the City Administrator pursuant to majority vote.

B. **For All Other Department Heads:** If there are more than two candidates that meet minimum qualifications and are in compliance with job announcement. The City Administrator shall create an interview panel that may include other internal or external department heads, community members or subject matter experts. The panel shall interview the candidates and candidates will be scored by the interview panelists using City standard scoring sheet as attached as Exhibit A.

1. The top two candidates and all qualified internal candidates, will be interviewed in closed session by the entire City Council and the City Administrator. Based on negative results from the Professional and/or Community Panel interviews, the City Council may elect to not interview one or both of the top two candidates, or any of the internal candidates.

-
2. The City Council will make recommendations to the City Administrator regarding hiring of the Department Head, but pursuant Susanville Municipal Code 2.08.090, the City Administrator makes the final hiring decision.

IV. Successful Candidate will continue to the pre-employment process.

V. Unsuccessful Candidates may be placed in a hiring pool for up to one year in the event the position becomes vacant again.

Signature _____ Date 9/16/2022

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CITY OF SUSANVILLE
AND
THE MANAGEMENT UNIT**

July 1, 2021 through and including July 1, 2022

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1. INTRODUCTION

The City of Susanville, hereinafter called the CITY, and Management Unit, hereinafter called the UNIT, having met and conferred in good faith, have entered into this Memorandum of Understanding (MOU) establishing wages, hours, and other terms and condition of employment.

The purpose of the Memorandum of Understanding is to promote harmonious relations between the CITY and the employees covered herein as to promote employer-employee relations by providing a written document enumerating the entire agreement between the employer and employees pursuant to the purpose and intent of California Government Code Section 3500.

2. EMPLOYEE RIGHTS

Employees of the City of Susanville have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations within the scope of representation.

Employees of the City of Susanville shall also have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the CITY.

3. CITY RIGHTS

The CITY retains the right, subject to and in accordance with applicable laws and the provision of the MOU:

- A. To direct employees in the performance of their duties.
- B. To hire, promote, transfer, assign, and discipline employees.
- C. To dismiss employees because of lack of work, or in accordance with applicable provisions of the CITY's personnel ordinance and Personnel Policies and Procedures adopted by the City Council.
- D. To determine the mission of its divisions and departments, and its budget, organization, number of employees, and the numbers, types, classifications, descriptions, and grades of positions or employees assigned to an organizational unit, work project shift, or tour of duty, and the methods and technology of performing its work.
- E. To take whatever action may be appropriate to carry out its mission in situations of emergency.
- F. To direct personnel based upon City Personnel Policies and Procedures adopted by the City Council were deemed applicable by the City Council.
- G. The CITY is in no way obligated to appoint new employees at the same salary/range as the current classification listed in Exhibit "A".

4. **NONDISCRIMINATION**

The CITY and UNIT agree not to discriminate against any employees in accordance with applicable law. Also, it is recognized that whenever the masculine gender is referred to in the MOU, it shall include the female gender and vice versa.

5. **UNIT RECOGNITION**

The CITY agrees to acknowledge the UNIT as the only recognized employee organization representing the Management employees listed in Exhibit "A".

6. **UNIT DESCRIPTION**

This UNIT shall consist of all regular and/or probationary Management employees of the CITY listed in Exhibit "A" of this MOU.

7. **SALARY SCALE, MERIT STEP, CAREER DEVELOPMENT, AND PAY PERIOD**

A. The compensation listed at the position's range and step shall constitute entire compensation, except as provided within this Agreement.

B. Members of the UNIT whose position are exempt from the requirements of the Fair Labor Standards Act are not eligible for standby pay, call back pay, overtime pay, or any other form of overtime compensation unless expressly authorized by the City Council under Section 24 (B) of this agreement or by State or Federal Law.

C. Salaries:

The Management Global Range and Step Matrix shall be used effective July 1, 2021 through and including June 30, 2022. The Management UNIT pay scale range shall include seven steps, beginning with Step A through Step G.

D. Professional Incentive Pay:

Effective July 1, 2020, employees who have completed and maintain the below listed certificates, licenses, or degrees will be eligible to receive a five percent permanent pay increase, over and above the base pay for the classification shown in the current pay plan.

Fire Chief Certificate	5%
Professional Engineer's License	5%
Post Executive Development Course Certificate	5%
Bachelor's Degree	5%

E. Continuing Education:

The CITY will provide up to one half of the cost of tuition and books toward completion of higher education, bachelor's, or master's degree, up to a maximum of \$8,000 per employee in the UNIT.

- F. S.D.I.:
The City will pay the State Disability Insurance for the employees of this UNIT.
- G. Severance or lay-off payment:
This severance payment provision in no way changes or modifies unit members' at-will status. If City terminates the employment of any unit member for any reason (including restructuring or lay-off) other than member's misconduct, City shall pay unit member a severance payment of the equivalent of three months of unit member's then-current salary, with applicable payroll taxes withheld, and benefits. Misconduct means unit member's dishonesty, fraud, self-dealing or willful misconduct as the term is defined for purposes of California unemployment insurance, committed in the performance of unit member's duties and responsibilities under the agreement; or unit member's violation of any law which can be punished as a felony committed at any time. The determination of whether unit member was terminated due to misconduct is in the City's sole discretion. Upon the termination of unit member's employment, unit member is not entitled to any other compensation or payment.
- If City terminates unit member's employment at any time due to unit member's misconduct, as defined above, City shall not pay unit member any severance payment. If unit member terminates his/her employment, unit member is not entitled to severance payments.
- H. Mutual Aid Pay:
Effective July 1, 2021, the CITY will pay Mutual Aid Assignment Pay for the Fire Chief as follows:
1. While in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or prepositioned for emergency response, portal-to-portal the Police Chief and/or Fire Chief and/or Public Works Director shall be compensated at a rate of one and one half (1.5) times his/her hourly salary, excluding benefits.
 2. Such payment shall be made only after receipt by the CITY of the reimbursement for such services.
 3. If the Police and/or Fire Chief and/or Public Works Director chooses to take such deployment, they would be responsible to take personal time off for portal-to-portal assignment time.
 4. Out of Area Fires:
Fire Chief and/or Police Chief and/or Public Works Director to be reimbursed for out of area fires limited to one deployment per fiscal year with a maximum of one twenty-one (21) day deployment.
- I. Essential Workers Premium Pay Stipend:
Pursuant to the requirements of the American Rescue Plan Act, effective July 1, 2021 through June 30, 2022 members of this UNIT will receive essential workers premium pay stipend equivalent of \$2.00/hour, but no less than \$4,160/year regardless of hours worked

or eligibility for ARPA funding. Two payments annually, one payment upon ratification of this agreement (\$2,080) and one in June (\$2,080).

J. Longevity:

Members entering this UNIT after January 1, 2022, who have achieved the requisite years of service with the CITY shall be compensated in addition to his/her normal salary as depicted below:

1% at 10 years
2.5% at 15 years
4.5% at 20 years
7.0% at 25 years

The longevity percentages stand alone and are not summed with previous longevity percentages when higher requisite years of service are achieved, therefore the maximum longevity pay allowed for new employees (after January 1, 2022) is 7.0 % at 25 years of service.

Effective March 5, 2022, existing employees within this UNIT shall be compensated at the following percentages:

Fire and Police Chief

2% at 20 years
4.5% at 25 years

Public Works Director

1% at 10 years
2.5% at 15 years
4.5% at 20 years
7.0% at 25 years

The longevity percentages stand alone and are not summed with previous longevity percentages when higher longevity milestones are reached, therefore the maximum longevity pay allowed for new employees (after July 1, 2021) is 7.0 % at 25 years of service.

8. UNIFORM ALLOWANCE

During the term of this MOU, the CITY shall provide Management personnel within public safety with a uniform allowance as follows:

Police	-	\$850.00 in June
Fire	-	\$700.00 in June

9. **RETIREMENT**

Employer Paid Member Contribution (EPMC): The CITY agrees to pay and report the value of EPMC to CalPERS as additional compensation. New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340/PEPRA

10. **WORK SCHEDULE**

Management personnel covered by this MOU generally work from 8:00 a.m. to 5:00 p.m. or the hours worked by employees within the respective departments, plus any additional hours associated with required meetings, emergencies, and other requirements of the job.

11. **HOLIDAYS**

Employees within the UNIT shall be entitled to holidays as specified in the Employee Manual.

12. **VACATION LEAVE**

A. Employees in this UNIT shall earn annual vacation credit prorated and accrued monthly on the following basis:

1.	136 hours first year of service	5.23 per pay period
2.	160 hours after five (5) full years of service	6.15 per pay period
3.	200 hours after ten (10) full years of service	7.69 per pay period
4.	240 hours after fifteen (15) full years of service	9.23 per pay period

B. Vacation credit will vest and become available for use upon the successful completion of the introductory period for any new employees within the UNIT, except with the approval of the City Administrator, accrued vacation time may be used during the introductory period.

C. Maximum vacation accrual shall be 240 hours. The City Administrator may authorize increasing the maximum accrual for a defined period of time if the excess accrual was created because the City Administrator canceled an employee's scheduled vacation due to a CITY emergency.

13. **MANAGEMENT LEAVE**

Members of the UNIT shall receive 80 hours management leave per fiscal year in addition to vacation leave. Such leave will be credited July 1 of each year.

Management leave will be made available from the time of hire, at 20 hours credited for each three-month period remaining in the fiscal year during which the employee is hired, prorated for the first three-month period.

Management leave is made available in recognition of Management's responsibility to perform after-hours functions such as attending City Council meetings, citizen advisory

commission/committee meetings, meeting/presentations to community groups, and participating in various CITY-related activities.

Management leave may not accrue, and any unused leave will extinguish as of June 30 each year. UNIT members may sell up to 5 days (40 hours) of unused management leave back to the CITY during each December and may sell up to 5 days (40 hours) of unused management leave back in June of each year.

14. EMPLOYEE SICK LEAVE

- A. Employees within the UNIT will accrue and be able to use sick leave as set forth in the Employee Manual.
- B. Under the Public Employees' Retirement System, credit for unused sick leave (Section 20965) of the Government Code shall be a benefit provided to each employee of this UNIT upon retirement and in accordance with the rules and regulations of PERS.
- C. Retirees will be eligible to purchase health insurance under this plan with no vesting requirement if allowed by the plan. A credit of 50 percent of accumulated sick leave at time of retirement will be paid out per month towards 50 percent of premium, subject to CalPERS regulations. The amount of sick leave credit that could be credited toward retiree health insurance benefits will be capped at \$15,000.

15. MILITARY LEAVE

Military leave shall be granted in accordance with the provisions of State Law. All employees entitled to military leave shall give the City Administrator and/or the City Administrator's authorized representative an opportunity, within the limits of military regulations, to determine when such leave shall be taken.

16. JURY DUTY

While serving on Jury Duty, employees will still be paid by the CITY on the basis of a forty (40) hour week, at their normal rate of pay, on condition that any compensation (in excess of mileage expenses) received from the court be turned over to the CITY.

17. FAMILY ILLNESS/INJURY LEAVE

Family illness or injury leave may be taken in accordance with the Employee Manual.

18. BEREAVEMENT LEAVE

Bereavement Leave is provided as per the Employee Manual.

19. HEALTH, DENTAL AND VISION INSURANCE

- A. Effective July 1, 2015, the CITY shall pay the cost of health, dental and vision insurance premium for each unit member covered under this MOU. Each unit member shall contribute \$46 per month towards the current plan premium. The CITY will continue to research options for the best cost-effective coverage, at its discretion. The CITY reserves the right to select, change, administer and shall have the right to select any carrier or other method providing coverage to fund the benefits and may adjust the amount the CITY shall pay for such benefits. If the insurance provider is changed and the cost is less than \$936 per month per employee, the CITY shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.
- B. Retirees will be eligible to purchase health insurance under the above plan with no vesting requirement if allowed by the plan. A credit of 50 percent of accumulated sick leave at time of retirement, will be paid out per month towards 50 percent of premium and is subject to CalPERS regulations. The amount of sick leave credit that could be credited toward retiree health insurance benefits will be capped at \$15,000.
- C. The CITY shall continue to pay the administrative fee for each unit member.

20. LIFE INSURANCE

Each member of the UNIT will receive a \$25,000 term life insurance policy to be paid for by the CITY.

21. IRS SECTION 125 PLAN; DEFERRED COMPENSATION PLAN

- A. The CITY agrees to establish an IRS Section 125 Plan for use by UNIT employees.
- B. The CITY will contribute \$40 per pay period as a contribution to an employee's Section 125 plan; or
- C. The CITY will match up to two percent of the employee's gross salary in a deferred compensation plan with a maximum contribution of \$40 per pay period.

22. FLEXIBLE BENEFIT

Each member of the UNIT shall receive a \$400 per year flexible benefit to be included in payroll in December of each year.

23. PAST PRACTICES

Nothing contained in this MOU shall be interpreted as to imply or permit the invocation of past practice, tradition, accumulation, or vesting of any employee rights or privileges other than those expressly stated herein.

The CITY and UNIT agree that only those past practices, standards, obligations and/or other commitments of the CITY to its employees which are expressly stated herein shall be in full force and effect during the term of this MOU.

All other past practices, standards, obligations, commitments, whether written or unwritten, are within the scope of Section 3 of this MOU.

24. SOLE AGREEMENT

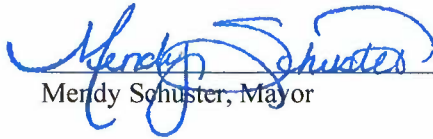
- A. The policies which are collected in this MOU constitute the entirety of the policies which are subject to the meet and confer obligation as agreed to by the parties. To the extent that any other agreement should be in conflict with these policies, these policies shall prevail.
- B. If, during its term, the parties hereto should mutually agree to modify, amend, or alter the provisions of the MOU in any respect, any such change shall be effective only if and when reduced to writing and executed by the authorized representative of the CITY and the UNIT. Any such changes validly made shall become a part of this MOU and subject to its terms. There shall be no bargaining outside this MOU without UNIT and City Council involvement

25. TERM OF THE MEMORANDUM OF UNDERSTANDING

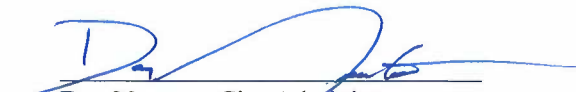
This MOU shall remain in effect for the period of July 1, 2021, through and including June 30, 2022, or until a successor MOU is reached, unless a specific provision provides for a different commencement and/or termination date. This MOU has been ratified by both the City Council of the City of Susanville and the general membership of the UNIT.

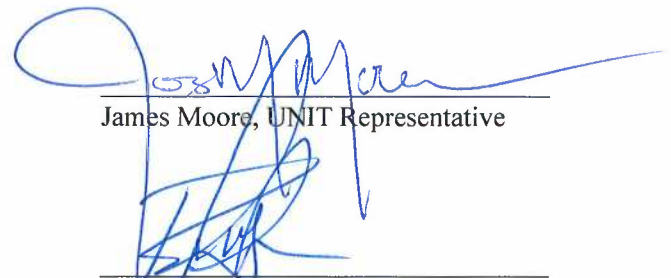
Dated this **16th** day of **March 2022**.

26. SIGNATURES

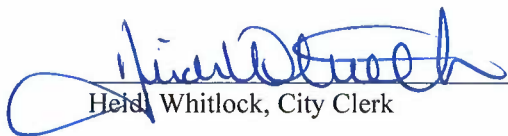

Meridy Schuster, Mayor

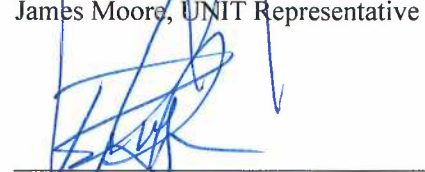

Ryan Coehran, UNIT Representative


Dan Newton, City Administrator


James Moore, UNIT Representative

ATTEST:


Heidi Whitlock, City Clerk


Bob Godman, UNIT Representative

APPROVED AS TO FORM:


Margaret Long, City Attorney

EXHIBIT "A" Position Schedules

**MANAGEMENT UNIT
POSITION CLASSIFICATION SCHEDULES
July 1, 2021 through June 30, 2022**

<u>POSITION</u>	<u>RANGE</u>
Police Chief	168-172
Fire Chief	168-172
Public Works Director	168-172

EXHIBIT "B" CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX
2021-2022 MANAGEMENT MOU

BI-WEEKLY - 26 PAY PERIODS PER YEAR							
RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	670.68	704.22	739.43	776.40	815.22	855.98	898.78
102	687.45	721.82	757.91	795.81	835.60	877.38	921.25
103	704.22	739.43	776.40	815.22	855.98	898.78	943.72
104	721.83	757.92	795.81	835.61	877.39	921.25	967.32
105	739.43	776.40	815.22	855.98	898.78	943.72	988.26
106	757.92	795.81	835.60	877.38	921.25	967.31	1,015.68
107	776.39	815.21	855.98	898.77	943.71	990.90	1,040.44
108	795.81	835.61	877.39	921.26	967.32	1,015.68	1,066.47
109	815.21	855.97	898.77	943.71	990.90	1,040.44	1,092.46
110	835.60	877.38	921.25	967.31	1,015.68	1,066.46	1,119.79
111	855.97	898.77	943.70	990.89	1,040.43	1,092.46	1,147.08
112	877.38	921.25	967.31	1,015.68	1,066.46	1,119.79	1,175.77
113	898.77	943.71	990.90	1,040.44	1,092.47	1,147.09	1,204.44
114	921.25	967.31	1,015.67	1,066.46	1,119.78	1,175.77	1,234.56
115	943.71	990.89	1,040.44	1,092.46	1,147.08	1,204.44	1,264.66
116	967.31	1,015.67	1,066.45	1,119.78	1,175.77	1,234.55	1,296.28
117	990.89	1,040.44	1,092.46	1,147.08	1,204.44	1,264.66	1,327.89
118	1,015.68	1,066.46	1,119.79	1,175.77	1,234.56	1,296.29	1,361.11
119	1,040.44	1,092.46	1,147.08	1,204.44	1,264.66	1,327.89	1,394.29
120	1,066.46	1,119.78	1,175.77	1,234.56	1,296.29	1,361.10	1,429.16
121	1,092.46	1,147.08	1,204.44	1,264.66	1,327.89	1,394.28	1,464.00
122	1,119.79	1,175.78	1,234.56	1,296.29	1,361.11	1,429.16	1,500.62
123	1,147.08	1,204.43	1,264.66	1,327.89	1,394.28	1,464.00	1,537.20
124	1,175.77	1,234.56	1,296.29	1,361.10	1,429.16	1,500.62	1,575.65
125	1,204.44	1,264.66	1,327.90	1,394.29	1,464.01	1,537.21	1,614.07
126	1,234.56	1,296.29	1,361.10	1,429.16	1,500.62	1,575.65	1,654.43
127	1,264.66	1,327.89	1,394.29	1,464.00	1,537.20	1,614.06	1,694.77
128	1,296.30	1,361.11	1,429.17	1,500.63	1,575.66	1,654.44	1,737.16
129	1,327.89	1,394.28	1,464.00	1,537.20	1,614.06	1,694.76	1,779.50
130	1,361.11	1,429.16	1,500.62	1,575.65	1,654.44	1,737.16	1,824.02
131	1,394.28	1,464.00	1,537.20	1,614.06	1,694.76	1,779.50	1,868.47
132	1,429.17	1,500.63	1,575.66	1,654.44	1,737.16	1,824.02	1,915.22
133	1,464.00	1,537.20	1,614.06	1,694.76	1,779.50	1,868.48	1,961.90
134	1,500.63	1,575.67	1,654.45	1,737.17	1,824.03	1,915.23	2,010.99
135	1,537.20	1,614.06	1,694.76	1,779.50	1,868.47	1,961.90	2,059.99
136	1,575.67	1,654.45	1,737.17	1,824.03	1,915.23	2,011.00	2,111.55
137	1,614.06	1,694.76	1,779.50	1,868.47	1,961.90	2,059.99	2,162.99
138	1,654.45	1,737.18	1,824.03	1,915.24	2,011.00	2,111.55	2,217.12
139	1,694.76	1,779.50	1,868.47	1,961.89	2,059.99	2,162.99	2,271.14
140	1,737.18	1,824.04	1,915.24	2,011.00	2,111.55	2,217.13	2,327.99
141	1,779.49	1,868.47	1,961.89	2,059.98	2,162.98	2,271.13	2,384.69
142	1,824.04	1,915.24	2,011.01	2,111.56	2,217.13	2,327.99	2,444.39
143	1,868.47	1,961.89	2,059.99	2,162.99	2,271.14	2,384.69	2,503.93
144	1,915.24	2,011.00	2,111.55	2,217.13	2,327.99	2,444.39	2,566.61
145	1,961.90	2,059.99	2,162.99	2,271.14	2,384.70	2,503.94	2,629.13
146	2,011.00	2,111.55	2,217.13	2,327.99	2,444.39	2,566.60	2,694.93
147	2,059.99	2,162.99	2,271.14	2,384.70	2,503.93	2,629.13	2,760.59
148	2,111.55	2,217.13	2,327.98	2,444.38	2,566.60	2,694.93	2,829.68
149	2,163.00	2,271.15	2,384.70	2,503.94	2,629.14	2,760.59	2,898.62
150	2,217.12	2,327.98	2,444.38	2,566.60	2,694.93	2,829.67	2,971.16
151	2,271.15	2,384.71	2,503.94	2,629.14	2,760.59	2,898.62	3,043.56
152	2,327.98	2,444.38	2,566.60	2,694.93	2,829.67	2,971.16	3,119.71
153	2,384.71	2,503.94	2,629.14	2,760.60	2,898.63	3,043.56	3,195.74
154	2,444.38	2,566.60	2,694.92	2,829.67	2,971.15	3,119.71	3,275.70
155	2,503.94	2,629.14	2,760.60	2,898.63	3,043.56	3,195.74	3,355.52
156	2,566.60	2,694.93	2,829.67	2,971.16	3,119.72	3,275.70	3,439.49
157	2,629.14	2,760.60	2,898.63	3,043.56	3,195.74	3,355.52	3,523.30
158	2,694.92	2,829.67	2,971.15	3,119.71	3,275.70	3,439.48	3,611.46
159	2,760.60	2,898.63	3,043.56	3,195.74	3,355.52	3,523.30	3,699.47
160	2,829.67	2,971.16	3,119.71	3,275.70	3,439.49	3,611.46	3,792.03
161	2,898.62	3,043.56	3,195.73	3,355.52	3,523.30	3,699.46	3,884.43
162	2,971.16	3,119.71	3,275.70	3,439.49	3,611.46	3,792.03	3,981.63
163	3,043.56	3,195.73	3,355.52	3,523.30	3,699.46	3,884.43	4,078.65
164	3,119.72	3,275.70	3,439.49	3,611.46	3,792.03	3,981.64	4,180.72
165	3,195.73	3,355.52	3,523.29	3,699.46	3,884.43	4,078.65	4,282.58
166	3,275.70	3,439.48	3,611.46	3,792.03	3,981.63	4,180.71	4,389.75
167	3,355.52	3,523.29	3,699.46	3,884.43	4,078.65	4,282.59	4,496.72
168	3,439.49	3,611.46	3,792.03	3,981.63	4,180.72	4,389.75	4,609.24
169	3,523.29	3,699.46	3,884.43	4,078.65	4,282.59	4,496.72	4,721.55
170	3,611.46	3,792.04	3,981.64	4,180.72	4,389.76	4,609.24	4,839.71
171	3,699.46	3,884.44	4,078.66	4,282.59	4,496.72	4,721.56	4,957.63
172	3,792.04	3,981.64	4,180.72	4,389.76	4,609.24	4,839.71	5,081.69
173	3,884.44	4,078.66	4,282.59	4,496.72	4,721.56	4,957.64	5,205.52
174	3,981.64	4,180.72	4,389.76	4,609.25	4,839.71	5,081.70	5,335.78
175	4,078.67	4,282.60	4,496.73	4,721.56	4,967.64	5,205.53	5,465.80
176	4,180.72	4,389.76	4,609.26	4,839.71	5,081.70	5,335.78	5,602.57
177	4,282.60	4,496.73	4,721.57	4,967.65	5,205.53	5,465.80	5,739.09
178	4,389.76	4,609.25	4,839.71	5,081.70	5,335.78	5,602.57	5,882.70
179	4,496.73	4,721.57	4,967.65	5,205.53	5,465.80	5,739.09	6,026.05
180	4,609.25	4,839.72	5,081.70	5,335.79	5,602.58	5,882.71	6,176.84
181	4,721.56	4,957.64	5,205.52	5,465.80	5,739.09	6,026.04	6,327.34
182	4,839.72	5,081.70	5,335.79	5,602.58	5,882.71	6,176.84	6,485.68
183	4,957.65	5,205.53	5,465.81	5,739.10	6,026.05	6,327.35	6,643.72
184	5,081.70	5,335.79	5,602.58	5,882.71	6,176.84	6,485.69	6,809.97
185	5,205.53	5,465.80	5,739.09	6,026.05	6,327.35	6,643.72	6,975.90
186	5,335.79	5,602.58	5,882.71	6,176.84	6,485.69	6,809.97	7,150.38
187	5,465.81	5,739.10	6,026.05	6,327.36	6,643.72	6,975.91	7,324.77
188	5,602.51	5,882.63	6,176.76	6,485.60	6,809.88	7,150.38	7,507.90
189	5,739.15	6,026.11	6,327.41	6,643.78	6,975.97	7,324.77	7,691.01
190	5,882.64	6,176.77	6,485.61	6,809.89	7,150.38	7,507.90	7,883.29
191	6,026.10	6,327.41	6,643.78	6,975.98	7,324.77	7,691.02	8,075.57
192	6,176.77	6,485.60	6,809.89	7,150.38	7,507.90	7,883.29	8,277.46
193	6,327.41	6,643.78	6,975.97	7,324.77	7,691.01	8,075.57	8,479.33
194	6,485.61	6,809.89	7,150.38	7,507.90	7,883.30	8,277.46	8,691.34
195	6,643.78	6,975.97	7,324.76	7,691.01	8,075.56	8,479.34	8,903.31
196	6,809.88	7,150.38	7,507.90	7,883.29	8,277.46	8,691.33	9,125.90
197	6,975.97	7,324.77	7,691.01	8,075.56	8,479.34	8,903.30	9,348.47
198	7,150.38	7,507.90	7,883.30	8,277.46	8,691.33	9,125.90	9,582.20
199	7,324.78	7,691.02	8,075.57	8,479.35	8,903.32	9,348.48	9,816.91
200	7,507.90	7,883.29	8,277.46	8,691.33	9,125.90	9,582.19	10,061.30

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: April 5, 2023

SUBJECT: Discussion regarding Permanent Supportive Housing

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: Lassen County staff has been working to assess the need for supportive housing within Lassen County. A need for a permanent supportive housing facility has been identified within the City of Susanville.

A potential development site is located at the Northwest corner of 139 and Skyline. Consider directing the City Administrator to negotiate with Lassen County regarding the sale, lease, or trade of the site.

FISCAL IMPACT: None

ACTION REQUESTED: Direction to staff

ATTACHMENTS:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: April 5, 2023

SUBJECT: Department reports

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The City Administrator Reports section of the agenda is designed for the Administrator and Department Heads to address the Council on a variety of topics, as needed.

FISCAL IMPACT: None.

ACTION REQUESTED: Information only

ATTACHMENTS:

AGENDA ITEM NO. 14.A
Discussion Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: April 5, 2023

SUBJECT: Future Council Items

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: Any person may address the Council during Business from the Floor and throughout the City Council agenda's staff reports and agenda items. To encourage public participation in City Council meetings and address items brought forth to the podium by the public, staff has compiled the attached list from the past 3 months of City Council meetings and categorized items brought forth to the podium by date the comment was received, agenda item topic comment was received on, and public comments received during Business from the Floor for Council's review and to help staff prioritize and address public items.

FISCAL IMPACT: None.

ACTION REQUESTED: Informational item with possible direction to staff.

ATTACHMENTS:
[20220405 Items from the Podium.pdf](#)

**MEETING
DATE**

BUSINESS FROM THE FLOOR

- 1/4/2023** Consider completing work required to Hangar 3 to allow for public to rent
- 1/4/2023** Consider modification of meeting schedule to the Susanville Municipal Airport Commission meeting schedule
- 1/4/2023** Consider support to Lassen Family Services Domestic Violence awareness activities and Human Trafficking awareness.
- 1/18/2023** Consider providing information on the sale of the helicopter from city owned hangar #3 and the use of funds received.
- 1/18/2023** Consider lease of city owned hangar #3 and use of fire department staff and hoses to clean out hangar
- 1/18/2023** Consider increasing dog and animal control ordinance within city limits and addressing concerns for vicious dogs within city limits
- 1/18/2023** Consider hiring dedicated animal control officer
- 1/18/2023** Consider providing an update on city efforts addressing homelessness
- 1/18/2023** Consider increasing support to the airport and promote its value for the city's economic development efforts
- 2/1/2023** Consider respecting public who speak at podium and having staff and council speak into their microphones
- 2/1/2023** Consider breaking down snow berms that remain and are interfering with parking for businesses
- 2/1/2023** Consider supporting Lassen Family Services in raising awareness for February as Teen Dating Violence Awareness Month and wearing orange on February 8
- 2/15/2023** Consider effects of the proposed placement of the supportive housing on the neighboring home values and the proximity to McKinley School
- 2/15/2023** Consider effects of the proposed placement of the supportive housing and the concern it will increase crime in an area with a school, daycares, senior living facilities and resulting in increased traffic in area
- 2/15/2023** Consider concern for obtaining adequate and skilled staffing for proposed supporting housing facility
- 2/15/2023** Consider lack of information provided to community and surrounding area of proposed supportive housing
- 2/15/2023** Consider ordinance or proclamation declaring the city of Susanville a sanctuary city for the unborn
- 2/15/2023** Consider recent alpaca attack from dogs at large in the community and safety concern for schools
- 2/15/2023** Consider evaluating city's relationship with LARP
- 2/15/2023** Consider city investment in LARP and its activities on Pancera Plaza
- 2/15/2023** Consider terminating agreement with LARP if they are not non-profit
- 2/15/2023** Consider community concerns with placement of supportive housing on Mesa Street
- 2/15/2023** Consider if the community can support and provide appropriate staffing for the supportive housing facility
- 2/15/2023** Consider the positive impact of the community garden and the community benefit
- 2/15/2023** Consider Santa Paula as property location for supportive housing
- 2/15/2023** Consider support of Lassen County Fairgrounds grant application for a new arena
- 2/15/2023** Consider benefit of the garden on city property and the improvement of the space and community benefit of the garden on city property

- 2/15/2023** Consider farmers market benefit to community and its role as a certified market
- 2/15/2023** Consider increase enforcement of animal control and increase ordinance on animal containment
- 2/15/2023** Consider community concern with LARP and not community concern with Farmers Market activity
- 2/15/2023** Consider increasing city and public support to the Susanville Airport and aviation activities
- 2/15/2023** Consider hiring dedicated animal control officer
- 3/1/2023** Consider a Community Unity Team
- 3/1/2023** Consider funding Crossroads and Judy's House as facilities are at capacity and in bad shape
- 3/1/2023** Consider SB 18 when executing MOU's and projects
- 3/1/2023** Consider Community Garden and Farmer's Markets benefits provided to our community
- 3/1/2023** Consider gas discrepancy of casino gas prices and main street gas prices
- 3/1/2023** Consider respectfully hearing public at the podium feelings as victims of verbal abuse from council
- 3/1/2023** Consider LARP financials presented and consider MOU is available for public viewing
- 3/1/2023** Consider Community Garden's value to city property and benefit of property maintained by community volunteers
- 3/1/2023** Consider cancellation of MOU with LARP and give garden back to city to manage community garden project
- 3/1/2023** Consider the breach of public trust by various breaches of Brown Act by Council
- 3/1/2023** Consider building homes for displaced fire victims versus Permanent Supportive Housing
- 3/1/2023** Consider letter of resignation from mayor
- 3/1/2023** Consider positive impact and the major improvements made with Police Department recruitment
- 3/1/2023** Consider Community Garden services provided to the community and the positive foot traffic is has provided to the Susan River Trail and surrounded area.
- 3/1/2023** Consider Farmer's Markets positive impact made at Pancera Plaza with weekly market and night market
- 3/1/2023** Consider recent increase of small businesses supporting each other is a positive impact to community and the correlation of markets and garden
- 3/1/2023** Consider LARP and Community Garden's motive of creating education of, ease of, and access of farming, agriculture and fresh food opportunities

NEW BUSINESS - PUBLIC COMMENT

- 1/18/2023** **Mayor McCourt's Use of Discretionary Funds for Sierra Cascade Banner**
 - 1. Consider potential discrimination of banner
 - 2. Consider banner welcoming Sierra Cascade workers would be up during harvest season

2/1/2023 **Community Garden Update**

1. Consider LARP's non-profit status and potential financial benefits LARP retains from Farmer's Market
2. Consider potential strings attached for LARPs use of Sierra Road property plans
3. Consider lack of knowledge of diversifying agriculture opportunities within city limits
4. Consider the purpose of the Community Garden which is to create a space for access to opportunity to grow organic food and receive education on gardening in community atmosphere
5. Consider LARP grant funding given to city and little information on LARP grants received and lack of availability to join LARP
6. Consider potential conflicts of interest with councilmember businesses selling LARP members products
7. Consider Airport space for agriculture and community gardening space

2/15/2023 Maverick Renewable Energy Presentation

1. Consider grid type of this project
2. Consider LMUD's involvement at base level of project and working with LMUD to discuss the elements of project in relation to municipal utility

2/15/2023 Animal Shelter Update

1. Consider researching programs and grants that support animal shelters

2/15/2023 Airport Hangar Lease

1. Consider releasing list of upcoming available hangars and process in how leases and rents are selected

3/15/2023 Gateway Monument Presentation

Consider reducing the number of items on sign

Consider finding local vendor to create welcome sign for less costs

Consider great collaborative efforts as entrance piece to community and positive use of grants funds

3/15/2023 Economic Development Implementation Plan Ad-Hoc Committee

Consider lack of time for public review on MOU with SIR for the economic development position and difference in tax status of the city and SIR

Consider differing hiring practices differences between the city and SIR

Consider Ad-Hoc Committee containing business professionals or economic development students and consider the professional status of who is making the hiring decisions of the economic development employee

Consider treating all participants who comment on the MOU and Ad Hoc should be treated equally

Consider positive results of Ad Hoc Committees as a way to increase staff's capability with working in small groups

Consider volunteers from the community to join the Ad Hoc to gather various opinions

PUBLIC HEARINGS - PUBLIC COMMENT

2/15/2023 765 Shasta St Civil Assessment Penalties

1. Consider implementing the \$10,000 amount as a deposit until abatements have been completed within set timeframe of council

CONTINUING BUSINESS - PUBLIC COMMENT

1/18/2023 HUSA Survey

1. Consider Safe and Sane Halloween event is the only event that is put on by HUSA, other events on the survey are supported by HUSA in some capacity but just take place in the district
2. Consider Council's decision that was made in 2019 to stop collecting assessments from the district
3. Consider providing survey recipients with options for district improvements versus asking for their solutions

3/1/2023 MOU Between SIR and City of Susanville regarding partnership on economic development

1. What funding source is city paying this positions wages from?
2. Consider funding from Measure P tax is for maintaining city infrastructure and maintaining city employees and maintaining that before hiring new departments
3. Consider presenting how much of Measure P money collected will be put towards the hiring of this position
4. Consider getting city cleaned up prior to hiring position
5. Consider consultant rather than hiring employee with benefits and consider unfunded liability of that position
6. Consider providing community with the return they will be receiving by hiring this position
7. Provide reasoning why a new employee is needed to be hired to community between the city and the Rancheria.
8. Consider basing salary on position performance
9. Consider reaching out to other tribes to see if they have executed this combination position before

FUTURE COUNCIL ITEMS

Update on Charging Station

Discussion regarding MOU with Lassen Historical Society

Discussion on Council goal setting
 Discussion regarding American Rescue Plan Act Funding (ongoing)
 Discussion regarding city vehicle and equipment surplus auction
 Discussion regarding lack of inventory of affordable low-income housing in support of Lassen Family Services
 Discussion on collaboration with Lassen County and Susanville Indian Rancheria and City of Susanville to hire a liaison to collaborate with all three entities
 Discussion regarding options to work with community on animal control and animal shelter agreement
 Discussion regarding Councilmembers volunteering on projects
 Discussion regarding Councilmember trainings
 Discussion regarding partnership with Lassen Family Services in efforts to prioritize youth
 Discussion regarding Council trainings and nepotism recusal policy trainings
 Discussion regarding tier two of shopping cart ordinance
 Discussion regarding increased theft within the community and increase council support to police department
 Discussion regarding proclamation declaring Susanville as a sanctuary city for the unborn
 Discussion regarding bringing Airport Capital Improvement Plan to council earlier in the year
 Discussion proving funding to police department facility renovation
 Discussion regarding banner permits
 Discussion regarding dog ordinance
 Discussion regarding ARPA funds and planning of use of funds
 Discussion regarding street legal ATV and golf cart ordinance
 Discussion regarding Veterans preference in hiring
 Discussion regarding city's airport hangar current use as a city storage
 Discussion regarding enforcement of shopping cart ordinance
 Discussion regarding graffiti
 Discussion regarding dog control and nuisance ordinance
 Discussion regarding the sale or lease of Diamond Mountain Golf Course
 Update on Speed Survey
 Discussion regarding LARP Agreement for Operation and Maintenance of Susanville Community Garden
 Discussion regarding County housing development on city property options