

---

---

**CITY OF SUSANVILLE**  
66 North Lassen Street ♦ Susanville CA  
**Brian R. Wilson, Mayor**  
**Nicholas B. McBride, Mayor pro tem**  
**Lino P. Callegari      Rod E. De Boer      Kathie Garnier**

---

---

SUSANVILLE COMMUNITY DEVELOPMENT AGENCY    SUSANVILLE MUNICIPAL ENERGY CORPORATION    SUSANVILLE PUBLIC FINANCING AUTHORITY

**Susanville City Council**  
**Regular Meeting ♦ City Council Chambers**  
**April 15, 2015 \* 6:00 p.m.**

*Call meeting to order*

*Roll call of Councilmembers present*

*Next Resolution No. 15-5161*

*Next Ordinance No. 15-1001*

- 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. The City Administrator will provide an oral update on the status of any open labor negotiations.
  
- 3     **CLOSED SESSION:**
  - A     PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
    - 1       City Attorney Services
  - B     CONFERENCE WITH REAL PROPERTY NEGOTIATORS – PURSUANT TO Government Code §54956.8:
    - 1       Property:                    Susanville Municipal Airport  
          Agency negotiator:       Jared G. Hancock  
          Negotiating parties:      City of Susanville; Medflight  
          Under negotiations:      Price/Conditions/Terms of Lease
    - 2       Property:                    APN 103-321-02  
  APN 103-321-03  
          Agency negotiator       Jared G. Hancock  
          Negotiating parties:      City of Susanville; Nobles; Datema  
          Under negotiation:       Price/Conditions/Terms of Lease
  - C     CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:
    - 1       Agency Negotiator:       Jared G. Hancock  
          Bargaining Unit:        Firefighters, Management, Miscellaneous, Public Works
  
- 4     **RETURN TO OPEN SESSION:** (recess if necessary)
  - *Reconvene in open session at 7:00 p.m.*
  - *Pledge of allegiance*
  - *Report any changes to agenda*
  - *Report any action out of Closed Session*
  - *Moment of Silence or Thought for the Day: Rod E. De Boer*
  - *Proclamations, awards or presentations by the City Council*

5 **BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject **not on the agenda** within the jurisdiction of the City Council. However, any matter 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.

A Receive and file minutes from the City Council's March 18 and 24, 2015 meetings

B Approve vendor warrants numbered 93628 through 93746 for a total of \$227,292.23 including \$107,410.36 in payroll warrants

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

A Consider approval of **Resolution No. 15-5158** authorizing submittal of encroachment permit application and street closure in support of the Lassen County Chamber of Commerce Annual Main Street Cruise Classic Car Show 'N Shine on Saturday, June 27, 2015

B Consider approval of **Resolution No. 15-5159** approving the annual 3rd Grade Lassen County History Day event scheduled for Friday, May 1, 2015, authorizing a fee waiver for the use of Memorial Park and the Community Center; and authorizing street closures

C Consider approval of **Resolution No. 15-5160** authorizing City Administrator to execute engagement letter with Badawi and Associations for fiscal year 2014-2015 audit services

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

A Emergency Water Regulations report

14 **COUNCIL ITEMS:**

A AB1234 travel reports:

15 **ADJOURNMENT:**

- The next regular City Council meeting will be held on May 6, 2015 at 6:00 p.m.

*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.org](http://www.cityofsusanville.org), 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, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for April 15, 2015 in the areas designated on April 10, 2015.



Gwenna MacDonald, City Clerk

Reviewed by: GA City Administrator  
\_\_\_\_\_ City Attorney

Motion Only  
 Public Hearing  
 Resolution  
 Ordinance  
 Information

**Submitted By:** Gwenna MacDonald, City Clerk

**Action Date:** April 15, 2015

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Minutes of the City Council's March 18 and 24, 2015 meetings

**PRESENTED BY:** Gwenna MacDonald, City Clerk

**SUMMARY:** Attached for the Council's review are the minutes of the City Council's March 18 and 24, 2015 meetings.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Motion to waive oral reading and approve minutes of City Council's March 18 and 24, 2015 meetings.

**ATTACHMENTS:** Minutes: March 18, 2015  
March 24, 2015

**SUSANVILLE CITY COUNCIL  
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY  
SUSANVILLE MUNICIPAL ENERGY CORPORATION  
SUSANVILLE PUBLIC FINANCING AUTHORITY**

**Regular Meeting Minutes  
March 18, 2015 – 6:00 p.m.**

**City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 6:00 p.m. by Mayor Brian R. Wilson.

Roll call of Councilmembers present: Kathie Garnier, Nicholas McBride, Rod E. De Boer, Lino P. Callegari and Brian R. Wilson.

Staff present: Jared G. Hancock, City Administrator and Gwenna MacDonald, City Clerk.

**1 APPROVAL OF AGENDA:**

Mayor pro tem McBride requested removal of one item from the agenda: *Item 9G Resolution No. 15-5151 authorizing execution of agreement with Melton Design Services for On-Call Park Design Services.*

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve the agenda with the removal of Item 9G; motion carried unanimously. Ayes: Garnier, McBride, Rod E. De Boer, Callegari, and Wilson.

**2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS:** No comments.

**3 CLOSED SESSION:** At 6:01 p.m. the Council recessed to closed session to discuss the following:

- A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
  - 1 Fire Chief Recruitment
  - 2 Approved Position List – Youth Services Officer
- B CONFERENCE WITH REAL PROPERTY NEGOTIATORS – PURSUANT TO Government Code §54956.8:
  - 1 Property: Memorial Ballfield  
Agency negotiator: Jared G. Hancock  
Negotiating parties: City of Susanville; Lassen Community College  
Under negotiation: Price/Conditions/Terms of Lease
  - 2 Property: 600 Nevada  
Agency negotiator: Jared G. Hancock  
Negotiating parties: City of Susanville:  
Under negotiations: Price/Conditions/Terms
  - 3 Property: APN: 107-271-16: 70 +/- acres Located South Side of Skyline Blvd to West of Skyline Park  
Agency negotiator: Jared G. Hancock  
Negotiating parties: City of Susanville;Unknown  
Under negotiation: Price/Conditions/Terms
- C CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:
  - 1 Agency Negotiator: Jared G. Hancock  
Bargaining Unit: Firefighters, Miscellaneous, Public Works

Mayor pro tem McBride recused himself and exited the Council Chambers prior to consideration of Item 3A-1, Fire Chief Recruitment.

**4**      **RETURN TO OPEN SESSION:** At 7:00 p.m. the City Council reconvened in open session.

Staff present: Thomas Downing, Police Chief; James Moore, Battalion Chief/Interim Fire Chief; Dan Newton, Public Works Director; Deborah Savage, Finance Manager and Gwenna MacDonald, City Clerk.

Mr. Hancock stated that prior to closed session the agenda was approved with the removal of Item 9G, and that after the conclusion of the meeting, City Council would be reconvening in Closed Session.

Chief Downing provided the Thought of the Day.

Mayor Wilson presented a proclamation to Lassen Family Services in recognition of National Crime Victims Rights Week and designating April as Child Abuse Prevention Month. Those in attendance were invited to participate in the 'Walk a Mile in Their Shoes' event scheduled for April 25, 2015.

Mayor Wilson presented a certificate to the Sierra Broadcast Network in appreciation and recognition of their service to the community before and during emergency events.

Mayor Wilson presented a plaque to David Reger honoring his 20 years of service on the Susanville Municipal Airport Commission.

**5**      **BUSINESS FROM THE FLOOR:**

**Jim Chapman** discussed the upcoming Junior Fishing Derby scheduled for April 18, 2015. He thanked the City Council for their continued support of the event.

**5A**      **Roops Fort Project Presentation**

**Bob Bengard**, representing the Lassen Historical Society, discussed the partnership between the City and the Historical Society in respect to the preservation of Roop's Fort. He provided information regarding the fundraising efforts and grant funding obtained through the Susanville Sunrise Rotary group to finance repairs to the Fort. There were several items in need of repair, with the most urgent being the Fort's roof. He discussed the historic value and importance of the Fort to the community, stating that a number of people come from all over the country to view the historic site. Mr. Bengard explained the timeline and steps needed for the completion of the project, specifically obtaining engineered design plans and deadlines for the Rotarian grant funding and member participation requirements. He requested assistance from the City to move the project forward.

A representative from Sunrise Rotary encouraged participation between the City and the Historical Society, and stated that the original grant deadline of March 31, 2015 had been extended to May 30, 2015 in order to allow time to get the project moving.

**Steve Fuller**, former Lassen County Building Official, commented that the roof is in very poor condition and provisions within the building code allow flexibility when working on historic buildings.

**Zella Mae Miles**, remarked that as a descendent of the Roop family, the structure is very important to her and she urged the City Council to support the project.

**Jim Chapman** stated that the fort is the most important building in the community and each year during Third Grade History day, he portrays Isaac Roop, and the Fort is always the favorite part of the tour for the children. The building may be owned by the City, but it belongs to the entire community and as a piece of living history, it is up to the community to preserve it.

Bob Bengard asked the City to step in and assist the Historic Society in moving forward with the project. He indicated that a general contractor has volunteered to supervise the project, and asked that the City Engineer draw up plans for the work so that they could move forward with the project.

Mayor Wilson clarified that when he met with the Historical Society in November, there were three items that needed to be addressed: identifying a licensed contractor to complete the work, procuring liability insurance for the project, and the preparation of engineered plans for the construction.

Mr. Hancock confirmed that at that meeting, it was expected that engineered plans would be available and submitted to the City building department by January, but clarified that the request is now for City staff to prepare those plans. Mr. Hancock explained that according to requirements based upon State and Federal guidelines for historic projects, the City's engineers do not possess the necessary certifications to prepare the design plans for the structure. The City Council took action two years ago to support the remodel and repairs to the Roop's Fort roof, and have worked with the Historical Society and representatives from the Historic Preservation Board, and it is important that the work be completed responsibly.

Councilmember Garnier remarked that she is in total support of preserving the Fort, but is very concerned that it done correctly to preserve the historical integrity of the building.

**Tony Jonas** provided a background regarding the repairs that have been completed over the years, noting that ninety-five percent of the logs are original and the basis of the historic value of the building, and that the roof has been repaired and replaced over the years and the focus is to preserve the logs. He stated that NST Engineering was willing and qualified to prepare the necessary engineered design plans.

There was extensive discussion regarding the qualifications required for the engineered plans, project liability and the use of volunteers for the project as required by the grant funding obtained through Sunrise Rotary.

Councilmember Callegari noted that the limbs in the trees above the Fort must be removed as soon as possible, due to the further damage to the roof that will occur if they fall, but also the potential to hurt a visitor to the Fort.

Mayor pro tem McBride commented that the preservation of the Fort and repairs to the roof are a priority to him and he wants to see the project moving forward immediately.

Mayor Wilson requested regular updates from staff regarding the progress of the project.

**6**      **CONSENT CALENDAR:** Mayor Wilson reviewed the items on the Consent Calendar:

- A      Receive and file minutes from the City Council's March 4, 2015 meeting
- B      Approve vendor warrants numbered 93343 through 93504 for a total of \$431,364.25 including \$96,219.38 in payroll warrants
- C      Receive and file Finance Reports: February 2015

- D Approve **Resolution No. 15-5150** authorizing correction to appropriations for fiscal year 2014/2015 and rescinding Resolution No. 14-5056
- E Approve alcoholic beverage sales for Lassen Historic Museum season opening event and authorizing Chamber of Commerce to obtain appropriate licensing
- F Approval to void Roosevelt Pool lease with Susanville School District
- G Approve Job Description for Youth Services Officer

Mayor pro tem McBride requested removal of Item 6F for separate discussion for the purposes of transparency.

Motion by Councilmember Callegari, second by Mayor pro tem McBride, to approve the Consent Calendar with the exception of Item 6F; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**6F Approval to void Roosevelt Pool lease with Susanville School District** Mr. Hancock reported that the City entered into a lease agreement in 1992 with Susanville School District for the operation of the Roosevelt Pool which outlined general terms and conditions to operate the facility for 25 years. The property was transferred to the Honey Lake Valley Recreation Authority and the old pool has been removed to facilitate the development of a new community pool. As part of the transfer, the School District agreed to terminate all existing leases and agreements encumbering the property.

Motion by Mayor pro tem McBride, second by Councilmember Garnier, to approve Item 6F; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

## **7 PUBLIC HEARINGS:**

### **7A Community Development Block Grant CDBG Program:**

- 1. Consider approval of Resolution No. 15-5148 authorizing submittal of Program Waiver to State Department of Housing and Community Development**
- 2. Consider approval of Resolution No. 15-5149 authorizing submittal of Program Guidelines for Home Ownership Assistance Program to State Department of Housing and Community Development**

Mr. Hancock explained that the City of Susanville has Program Income on hand from the repayment of loans made through funds granted to the City over the years by the State CDBG Program. The money is loaned to qualified city residents and then repaid over time as Program Income. The City was notified in 2014 that due to changes at the Federal level, the State was required to implement changes which required all non-entitlement jurisdictions to update their Program Income Reuse plans. The State provided updated templates and the new Reuse Plan was adopted in October 2014, providing for two ways to spend Program Income, either by establishing a Revolving Loan Fund, or applying for a Program Activity Waiver. It has been determined that retaining the money as Program Income and submitting a Program Activity Waiver for a Home Ownership Assistance program would best suit the needs of the City's residents. The Program Activity Waiver and Home Ownership Assistance Guidelines must be reviewed and approved by City Council prior to forwarding them to the State. Final State approval must be obtained before expending any funds on the program.

Councilmember Garnier requested clarification regarding the structure of a Revolving Loan Fund versus a Program Activity Waiver, adding that she is concerned that the money will not be used for the Home Ownership assistance program.



Mr. Hancock responded that the structure for establishing a revolving fund was more restrictive and the Program Activity Waiver offered more flexibility. Any change in activity would require the same process of City Council approval and submittal of a new Program Activity Waiver to the State for review and approval.

Mayor pro tem McBride asked how long the program has been inactive, and Mr. Hancock estimated that it had been inactive for approximately one year.

Mayor Wilson opened the public hearing at 8:16 p.m. and requested comments from the public regarding the program.

There being no comments, he closed the public hearing at 8:17 p.m.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 15-1148; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Councilmember Garnier asked for an estimate of time to have the Waiver approved by the State and clarified restrictions that were listed in the Guidelines regarding loaning money on bank owned properties.

Mr. Hancock responded that it is expected for the Program Activity Waiver request and approval of Program Guidelines to move fairly quickly through the State's approval process.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution No. 15-1149; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**7B 2015 State Department of Housing and Community Development CDBG Program Opportunities** Mr. Hancock explained that the purpose of the public hearing is to have an open discussion regarding the funding opportunities available through the Community Development Block Grant (CDBG) Program. The Program is a federal program administered through the State, and over the years, the City has used the funds for various programs and projects. The proposed focus is on three program areas, including partnering with the County to provide Microenterprise and Small Business Assistance Loans to City businesses, restarting the Homeownership Assistance and Rehabilitation Programs and applying for additional funds for Homeownership Assistance and Rehabilitation Programs and new funds for Public Facilities and Planning and Technical Assistance.

On February 20, 2015 staff had the opportunity to meet with Thomas Brandeberry, the CDBG Section Chief, to discuss the CDBG program structure and opportunities for Community and Economic Development in the City. Based upon the feedback received at this meeting staff proposes that the application for additional funding be modified to optimize the focus program objectives which are to benefit low to moderate income individuals and address issues related to slums or blight. This would involve a revised application for funding by creating a comprehensive list of eligible projects and identifying specific neighborhoods that are presumed to meet the income eligibility requirement and perform the necessary income surveys. Through that process, the City may also identify specific business entities and owners of blighted buildings and sponsor the application of Over-the-Counter Loans. Staff is making this recommendation due to changes in the methodology by which income data is collected nationally. The City is not currently eligible to apply for capital or infrastructure projects that benefit the

entire community because the community wide income thresholds exceed the fifty-one percent target income group threshold. By identifying specific income eligible neighborhoods, the City will be able to identify multiple projects in target areas that will have the ability to indirectly benefit the community at large. A large component of this approach will be educating the public of the benefits and to obtain the necessary participation in the income surveys.

Mayor pro tem McBride asked if the status of the Housing Element is also a factor in not applying for funding in the 2015 NOFA cycle and expressed his frustration with the delays in the process.

Mr. Hancock responded that the State requires Housing Element certification on a five-year cycle, and that the City was out of compliance for three years at the last update. At the time, a discussion was held regarding the merits of recertifying the document for the remaining year or moving towards a more comprehensive update. The five year cycle ended in June 2014 and staff is working towards a comprehensive update.

A general discussion regarding the benefits of a community-wide program with benefit to specific participants, such as first time home buyers, versus a project limited to an identified low-income neighborhood which would ultimately benefit the entire community was discussed. Councilmember Callegari mentioned business loan programs in the past that were used to benefit more than just one business, such as the parking lot which was completed next to an uptown car dealership, and that he supports the focus to assist local entrepreneurs to create jobs.

Mr. Hancock explained that the County operates a business loan program that the Council supported by allowing the assistance to be provided to business owners located within the City, and it would be an option to look at the success that the County has had and bring the focus back to a City business program.

Mayor pro tem McBride remarked that the County business loan program was a lengthy and cumbersome process that was often very difficult and frustrating for a small business owner to navigate.

Councilmember Garnier discussed housing rehabilitation programs that had been available in the past, and sees the need for that program all throughout the City.

Mr. Hancock responded that there are also options for funding additional code enforcement activities which would assist in the cleanup of some of the more troubled neighborhoods.

There was a discussion regarding energy-focused rehabilitation and subsidies made available county wide through the LEDC program.

Mayor Wilson opened the public hearing at 8:43 p.m. and requested public comments.

**Jim Chapman** spoke to the challenges surrounding the County's Grant programs, noting that the programs which are designed to assist the low income and start up business owners are so full of regulations imposed at the State level that there is often very little that can be done at the local level to make them more user-friendly. The programs that the City ultimately chooses to implement must be designed to provide the help and assistance that is actually needed in the community.

**Anne Trussel**, Lassen Library District, requested the Council consider utilizing funding to complete many long-overdue repairs to the library building. The estimated cost for much of the repairs needed far exceed the annual revenue received by the District, and they are searching every opportunity to obtain funding.

There being no further comments, Mayor Wilson closed the public hearing at 8:55 p.m.

Mayor Wilson noted that there was no vote required for consideration of this item.

**8** **COUNCIL DISCUSSION/ANNOUNCEMENTS:** None.  
Commission/Committee Reports:

**9** **NEW BUSINESS:**

**9A Consider request to co-sponsor the 26<sup>th</sup> Annual Junior Fishing Derby on April 18, 2015 and waive reservation fees for Memorial Park** Mr. Hancock explained that the Lassen Sportsmen's Club has been sponsoring the Annual Susan River Junior Fishing Derby for the past 26 years. Through the years, it has developed into one of the best family events offered in the community. In years past, the City has offered Memorial Park as the staging area for the event and assisted with the printing of forms and participant numbers and park staff has assisted the Sportsmen's Club in setting up for the event. In previous years the City Council has designated the Junior Fishing Derby as the recipient of the "Recreation Round-up" funds. As of March 13, 2015, the balance in the fund is \$481.93.

Mr. Chapman, Lassen Sportsmen's Club, stated that the majority of the cost of the Derby is related to the purchase of the fish, which runs between \$3,500 and \$5,000. The Club solicits donations from many community groups who generously contribute each year for the cost of fish in addition to the donation of many gifts and prizes for the children who participate.

Mayor Wilson suggested a contribution of \$1,000 from the civic promotion fund, and retain the recreation roundup dollars in the fund to accumulate for an additional year.

Motion by Councilmember Garnier, second by Councilmember De Boer, to contribute \$1,000 from the civic promotion fund; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**9B Consider approval of Concession Agreement with Tammy Wheeler for operation of Diamond Mountain Golf Course 2015 Golf Season** Mr. Hancock reported that staff is proposing the continuation of a concession agreement with Tammy Wheeler to operate the Diamond Mountain Golf Course Bar and Grill for the 2015 golf season for a cost of \$16,000.

Mayor pro tem McBride requested that a monthly update regarding the status of Golf Course operations be provided to City Council in addition to the monthly finance reports.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve the Concession Agreement with Tammy Wheeler; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**9C Consider Resolution No. 15-5144 authorizing the City Administrator to sign grant submittal authorization for Lassen Regional Solid Waste Management Authority for Application of Grants administered by the California Integrated Waste Management Board** Mr. Hancock explained that

the Lassen Regional Solid Waste Management Authority (LRSWMA) has requested the support of the City of Susanville in their application for funding through the California Integrated Waste Management Board (CIWMB) for a Waste Tire Cleanup and Amnesty Event Grant Program. The CIWMB requires that the City and County authorize the LRSWMA, by resolution, to apply for and administer the grant. The authorization is valid for a five-year period from March 18, 2015 through March 18, 2020.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 15-5144; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**9D Consider approval of Resolution No. 15-5145 authorizing Lassen Family Services to place ribbons on Main Street in recognition of Child Abuse Prevention and Sexual Assault Awareness** Mr. Newton reported that Lassen Family Services is requesting authorization to place ribbons on street light posts along Main Street from Roop Street to Riverside Drive from April 1, through April 30, 2015 in recognition of Sexual Assault Awareness and Child Abuse Prevention month. The ribbons will be placed and removed by employees of Lassen Family Services, and as the street light posts are in the state right-of-way, a State Encroachment Permit application is required.

Motion by Councilmember De Boer, second by Councilmember Callegari to approve Resolution No. 15-5145; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**9E Consider approval of Resolution No. 15-5146 authorizing Street Closure for Walk a Mile event** Mr. Newton explained that Lassen Family Services is sponsoring their second annual Walk a Mile in Their Shoes and Chili Cook Off event scheduled for Saturday, April 25, 2015 in recognition of National Crime Victims Rights Week and Child Abuse Prevention Month. The venue has changed this year to Memorial Park, and to facilitate the Walk, Lassen Family Services has requested approval for road closures between 10:15 a.m. to 11:30 a.m. on North Weatherlow Street, North Street and Grand Avenue, restricting traffic to general vehicle traffic except emergency vehicles. Lassen Family Services will notify the impacted businesses of the closures. Lassen Family Services has requested a fee waiver for the use of Memorial Park and the Community Center on April 25, 2015, for a total fee waiver of \$270. Council authorization is required for the fee waiver and street closures.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution No. 15-5146; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**9F Consider approval of Resolution No. 15-5147 authorizing Plumas Sierra Telecom Service Agreement** Mr. Hancock explained that the City has been in need of an upgraded telephone system and through Vonage, was able to secure the equipment to test a new method of service for a reliable phone system at City Hall. The new system utilizes fiber optic technology and Plumas-Sierra Telecommunications has provided for the consolidation of the existing T1 line and high speed internet for a monthly savings of \$1,135.00. Since the distribution of the agenda, staff was made aware of other options for customized service for a different type of connection, and is recommending tabling the request to authorize executing the three month contract to continue exploring the best options for continuing to meet the short and long term technology needs for the City while continuing to provide efficient service for City customers.

Councilmember Callegari supported continuing to pursue options through all available providers.

Mayor pro tem McBride observed that following the Request for Proposal process would have been the preferred solution.

Councilmember Garnier agreed that it should be put out to bid.

Mayor Wilson suggested since the other City departments are using very outdated telephone systems, that the problem be looked at City wide to identify a city wide solution.

~~9G — Consider Resolution No. 15-5151 authorizing execution of agreement with Melton Design Services for On-Call Park Design Services~~ Removed from the agenda.

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

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

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

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

**13A**    **California Society of Municipal Finance Officers Award** Mr. Hancock explained that the City has stayed on a forward track with its financial reporting, and has been presented with an award by the California Society of Municipal Finance Officers for outstanding reporting on the Comprehensive Annual Finance Report for fiscal year 2013/2014. Mr. Hancock thanked Ms. Savage and the finance division staff for their hard work, diligence and responsible management of the City's finances.

**14**     **COUNCIL ITEMS:**

**14A**    **AB1234 travel reports:**

A        AB1234 travel reports:

Ms. Garnier requested that the City investigate the installation of a four-way stop at the intersection of Roop and Nevada Street.

**15**     **ADJOURNMENT:**

At 9:17 p.m. Mayor Wilson called for a short recess prior to reconvening in closed session.

At 9:27 p.m., the City Council reconvened in Closed Session.

At 10:16 p.m. the City Council returned to open session. Mr. Hancock announced that in closed session, the City Council gave direction to staff and voted unanimously to approve the grant funded position of Youth Services Officer.

Motion by Councilmember Callegari, second by Mayor pro tem McBride to adjourn; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Meeting adjourned at 10:17 p.m.

Respectfully submitted by

\_\_\_\_\_  
Brian R. Wilson, Mayor

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

Approved on: \_\_\_\_\_

**SUSANVILLE CITY COUNCIL  
Special Meeting Minutes  
March 24, 2015 – 4:00 p.m.**

**City Council Chambers**

**66 North Lassen Street**

**Susanville CA**

**96130**

Meeting was called to order at 4:00 p.m. by Mayor Wilson.

Roll call of Councilmembers present: Kathie Garnier, Nicholas McBride, Rod E. De Boer, Lino P. Callegari and Mayor Brian Wilson.

Staff present: Gwenna MacDonald, City Clerk.

**1 APPROVAL OF THE AGENDA:**

Motion by Councilmember De Boer, second by Councilmember Callegari to approve the agenda as submitted; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**2 PUBLIC COMMENT:** There were no comments.

At 4:01 p.m. the City Clerk contacted Kristianne Seargeant, Kronick Moskovitz Tiedemann & Gerard who participated in the meeting by speaker phone. The City Clerk exited the Chambers.

**3 CLOSED SESSION:** At 4:07 p.m. City Council recessed to Closed Session to discuss the following:  
A PUBLIC EMPLOYMENT – Pursuant to Government Code §54957: Complaint against public employee.

At 4:40 p.m. the telephone call was disconnected and Ms. Seargeant exited the meeting.

**4 ADJOURNMENT:**

The City Council reconvened in open session at 4:47 p.m. There were no members of the public present.

Mayor Wilson announced that in closed session the City Council voted unanimously to approve funding an investigation of the complaint against public employee in the amount of \$6,000. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Motion by Councilmember Callegari, second by Councilmember De Boer to adjourn the meeting; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Meeting adjourned at 4:49 p.m.

Respectfully submitted by

\_\_\_\_\_  
Brian R. Wilson, Mayor

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

Approved on \_\_\_\_\_

Reviewed by:    City Administrator  
   City Attorney

  X   Motion only  
   Public Hearing  
   Resolution  
   Ordinance  
   Information

**Submitted by:** Deborah Savage, Finance Manager

**Action Date:** April 15, 2015

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Vendor and Payroll Warrants

**PRESENTED BY:** Deborah Savage, Finance Manager

**SUMMARY:** Warrants dated March 26<sup>th</sup> through April 7<sup>th</sup> numbered 93628 through 93746

**FISCAL IMPACT:** Accounts Payable vendor warrants totaling \$119,881.87 plus \$107,410.36 in payroll warrants, for a total of \$ 227,292.23

**ACTION REQUESTED:** Motion to receive and file.

**ATTACHMENTS:** Payments by vendor and transmittal check registers.

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
03/15	03/26/2015	93628	1233		REIM CONCESSIONS FOR GOL	031915	1	7530-451-52-46	SUPPLIES-GENERAL	229.67	229.67
Total 031915:											
										229.67	229.67
03/15	03/26/2015	93629	53		RETIREMENT INCENTIVE PKGE	032315	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 032315:											
										930.00	930.00
03/15	03/26/2015	93630	1485	AUTO WORLD	RESURFACE FLYWHEEL	007160	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	60.00	60.00
Total 007160:											
										60.00	60.00
03/15	03/26/2015	93631	68	BECKWITH MD, DAVID R	FIRE FIGHTER QUESTIONAIRE	030415	1	1000-422-10-43	PROFESSIONAL SVCS	390.00	390.00
Total 030415:											
										390.00	390.00
03/15	03/26/2015	93631	68	BECKWITH MD, DAVID R	FIRE FIGHTER QUESTIONAIRE	030615	1	1000-422-10-43	PROFESSIONAL SVCS	260.00	260.00
Total 030615:											
										260.00	260.00
03/15	03/26/2015	93631	68	BECKWITH MD, DAVID R	FIRE FIGHTER QUESTIONAIRE	031315	1	1000-422-10-43	PROFESSIONAL SVCS	390.00	390.00
Total 031315:											
										390.00	390.00
03/15	03/26/2015	93631	68	BECKWITH MD, DAVID R	FIRE FIGHTER EXTENDED OFFI	031815	1	1000-422-10-43	PROFESSIONAL SVCS	115.00	115.00
Total 031815:											
										115.00	115.00
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	LAWN FERTILIZER	323536	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	30.08	30.08
Total 323536:											
										30.08	30.08
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	FASTENERS, DRILL BIT, GROU	324057	1	1000-422-10-46	SUPPLIES-GENERAL	23.19	23.19



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 324057:								23.19	23.19
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	OSHA PARTS	324197	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	8.49	8.49
		Total 324197:								8.49	8.49
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	SHOP TOWELS	324202	1	7401-430-62-46	SUPPLIES-GENERAL	11.59	11.59
		Total 324202:								11.59	11.59
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	NIPPLE, TAPE, ELBOW	324294	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	4.81	4.81
		Total 324294:								4.81	4.81
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	SEWER HOSE	324300	1	7401-430-62-46	SUPPLIES-GENERAL	21.27	21.27
		Total 324300:								21.27	21.27
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	GLOVES	324366	1	2007-431-20-46	SUPPLIES-GENERAL	26.60	26.60
		Total 324366:								26.60	26.60
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	ROUNDUP	324369	1	2007-431-20-46	SUPPLIES-GENERAL	24.18	24.18
		Total 324369:								24.18	24.18
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	FLAGS, BULBS	324380	1	1000-452-20-46	SUPPLIES-GENERAL	39.91	39.91
		Total 324380:								39.91	39.91
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	PAINT	324383	1	7401-430-62-46	SUPPLIES-GENERAL	73.02	73.02
		Total 324383:								73.02	73.02
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	PVC PLUG, PVC FEMALE	324433	1	2007-431-20-46	SUPPLIES-GENERAL	1.72	1.72
		Total 324433:								1.72	1.72

Check Issue Dates: 3/26/2015 - 3/26/2015

Mar.26.2015 12:49PM

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
03/15	03/26/2015	93632	76	BILLINGTON ACE HARD	SPRAY PAINT	324438	1	7401-430-62-46	SUPPLIES-GENERAL	57.93	57.93
Total 324438:											
03/15	03/26/2015	93633	8090		REFUND WATER DEPOSIT	10330250017	1	7110-2228-000	DEPOSITS-CUSTOMER	44.66	44.66
Total 10330250017:											
03/15	03/26/2015	93633	8090		REFUND GAS DEPOSIT	10330260009	1	7401-2228-000	DEPOSITS-CUSTOMER	198.42	198.42
Total 10330260009:											
03/15	03/26/2015	93634	1409	C&S ENGINEERS/COMPA	PROF. SER. 01/03/15-03/06/15	0151299	1	7201-430-86-43	PROFESSIONAL SERVICES	426.96	426.96
Total 0151299:											
03/15	03/26/2015	93635	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	1505 MAIN	1	1000-422-10-44	DISPOSAL	161.21	161.21
Total 1505 MAIN:											
03/15	03/26/2015	93636	8086		REFUND GAS DEPOSIT	10290210003	1	7401-2228-000	DEPOSITS-CUSTOMER	84.69	84.69
Total 10290210003:											
03/15	03/26/2015	93637	1375	CENTRAL SANITARY SU	CENTERPULL TOWELS	587953	1	1000-422-10-46	SUPPLIES-JANITORIAL	95.95	95.95
Total 587953:											
03/15	03/26/2015	93638	161	CSK AUTO INC	ACCESS PLUG	2740357473	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	10.30	10.30
Total 2740357473:											
03/15	03/26/2015	93638	161	CSK AUTO INC	HITCH BALL	2740359401	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	29.01	29.01
Total 2740359401:											
03/15	03/26/2015	93639	174	DATEMA, STEVEN K.	AIRPORT MANAGER 7/1/14 - 2/2	032315	1	7201-430-81-43	TECHNICAL SVCS	1,889.31	1,889.31

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 032315:											
03/15	03/26/2015	93640	194	DIAMOND SAW SHOP IN	CHAIN PARTS	13433	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	305.19	305.19
Total 13433:											
03/15	03/26/2015	93641	8084		REFUND GAS DEPOSIT	10306904525	1	7401-2228-000	DEPOSITS-CUSTOMER	129.36	129.36
Total 10306904525:											
03/15	03/26/2015	93642	1484	EDGES ELECTRICAL GR	FREIGHT CHARGES	S3447202002	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	13.00	13.00
Total S3447202002:											
03/15	03/26/2015	93643	8089		REFUND GAS DEPOSIT	10102950129	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10102950129:											
03/15	03/26/2015	93644	1308	EVAN B SUNDBY PHD	PROF. SER. PID CANDIDATE	030915	1	1000-421-10-43	TECHNICAL SVCS	250.00	250.00
Total 030915:											
03/15	03/26/2015	93645	241	FEATHER PUBLISHING C	PO#7680 MARIJUANA HEARING	PO#7680 031715	1	1000-419-10-45	ADVERTISING	139.65	139.65
Total PO#7680 031715:											
03/15	03/26/2015	93646	265	FRONTIER	257-4725 CITY HALL FAX	4725 031515	1	1000-415-10-45	COMMUNICATIONS	35.75	35.75
03/15	03/26/2015	93646	265	FRONTIER	257-4725 CITY HALL FAX	4725 031515	2	1000-419-10-45	COMMUNICATIONS	35.76	35.76
Total 4725 031515:											
03/15	03/26/2015	93646	265	FRONTIER	257-5152 FIRE	5152 031015	1	1000-422-10-45	COMMUNICATIONS	473.77	473.77
Total 5152 031015:											
03/15	03/26/2015	93647	8088		REFUND GAS DEPOSIT	10105050215	1	7401-2228-000	DEPOSITS-CUSTOMER	12.11	12.11

Check Issue Dates: 3/26/2015 - 3/26/2015

Mar 26, 2015 12:49PM

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 10105050215:											
03/15	03/26/2015	93648	1043	GRAFIX BY GALVAN	VINYL LETTERS	SVP151	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	350.00	350.00
Total SVP151:											
03/15	03/26/2015	93649	288		REIMBURSE HEALTH INS - SIC	032315	1	7610-2229-002	RETIREE SICK LEAVE BANK PA	409.50	409.50
Total 032315:											
03/15	03/26/2015	93650	8085		REFUND GAS DEPOSIT	10509650319	1	7401-2228-000	DEPOSITS-CUSTOMER	17.74	17.74
Total 10509650319:											
03/15	03/26/2015	93651	332	INTERSTATE GAS SERVI	GAS CONSULTING SVC 3/2015	032315	1	7401-430-62-43	PROFESSIONAL SVCS	400.00	400.00
Total 032315:											
03/15	03/26/2015	93652	374	L N CURTIS & SONS	GAUGES FOR HYDRANTS	134278600	1	1000-422-10-44	HYDRANTS - REPAIR & MAINTEN	372.64	372.64
Total 134278600:											
03/15	03/26/2015	93652	374	L N CURTIS & SONS	NOZZLE	134497300	1	1000-422-10-46	SUPPLIES-SMALL TOOLS	69.88	69.88
Total 134497300:											
03/15	03/26/2015	93653	1074	LASSEN AUTO BODY	E623 WEATHER STRIPPING	6353	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	133.16	133.16
Total 6353:											
03/15	03/26/2015	93654	5027		REFUND GAS OVERPAYMENT	10102950129	1	9999-1001-001	CASH CLEARING - UTILITIES	380.01	380.01
Total 10102950129:											
03/15	03/26/2015	93655	8091		REIM OLD CLUB HOUSE DEP	032515	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 032515:											

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
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	OIL FILTER	217300	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	29.87	29.87
Total 217300:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	STEERING PUMP, DEPOSIT	217511	1	1000-452-20-44	VEHICLE - REPAIR & MAINTEN	72.12	72.12
Total 217511:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	STROBE BULB	217639	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	52.55	52.55
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	STROBE BULB	217639	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	52.56	52.56
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	STROBE BULB	217639	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	52.56	52.56
Total 217639:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	CORE DEPOSIT	217663	1	1000-452-20-44	VEHICLE - REPAIR & MAINTEN	17.95-	17.95-
Total 217663:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	STARTING FLUID, PAD	217865	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	38.25	38.25
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	STARTING FLUID, PAD	217865	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	38.26	38.26
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	STRARTING FLUID, PAD	217865	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	38.26	38.26
Total 217865:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	DOME BULB	218038	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	8.12	8.12
Total 218038:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	GREASE FITTING	218065	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	3.75	3.75
Total 218065:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	FUSE	218090	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	4.33	4.33
Total 218090:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	TURN SIGNAL ARM	218105	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	47.83	47.83

Check Issue Dates: 3/26/2015 - 3/26/2015

Mar 26, 2015 12:49PM

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 218105:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	WASHER	218191	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3.61	3.61
Total 218191:											
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	RATCHET	218219	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	4.19	4.19
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	RATCHET	218219	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	4.19	4.19
03/15	03/26/2015	93656	411	LASSEN MOTOR PARTS	RATCHET	218219	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	4.19	4.19
Total 218219:											
03/15	03/26/2015	93657	1102	LASSEN PC	COMPUTER MOZY SERV 2/15 F	18542	1	1000-422-10-43	TECHNICAL SVCS	33.99	33.99
Total 18542:											
03/15	03/26/2015	93658	412	LASSEN REGIONAL SOLI	DUMP FEES	732972	1	2007-431-20-44	DISPOSAL	2.88	2.88
Total 732972:											
03/15	03/26/2015	93658	412	LASSEN REGIONAL SOLI	DUMP FEES	732989	1	2007-431-20-44	DISPOSAL	1.35	1.35
Total 732989:											
03/15	03/26/2015	93658	412	LASSEN REGIONAL SOLI	DUMP FEES	733004	1	2007-431-20-44	DISPOSAL	1.89	1.89
Total 733004:											
03/15	03/26/2015	93659	1236	LASSEN SPORTMENS C	ANNUAL FISHING DERBY 2015	031915	1	1000-466-33-46	CIVIC CONTRIBUTIONS	1,000.00	1,000.00
Total 031915:											
03/15	03/26/2015	93660	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 031715	1	1000-452-30-46	ELECTRICITY	15.26	15.26
Total 10262 031715:											
03/15	03/26/2015	93660	437	LMUD	1505 MAIN ST	2876	1	1000-422-10-46	ELECTRICITY	765.95	765.95

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 2876:											
03/15	03/26/2015	93661	445		RETIRE INCENTIVE 3/15	032315	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 032315:											
03/15	03/26/2015	93662	5115	MILES PLUMBING	SNAKE SEWER 115 N WEATHE	2924	1	1000-452-20-43	TECHNICAL SVCS	285.00	285.00
Total 2924:											
03/15	03/26/2015	93663	972	PAUL CONWAY SHIELDS	DECALS	0361247	1	2012-465-32-44	REPAIR AND MAINTENANCE-V	147.80	147.80
Total 0361247:											
03/15	03/26/2015	93664	572	QUILL CORPORATION	FOLDER TABS, ODOR CHISEL	2169465	1	7620-430-10-46	SUPPLIES-GENERAL	42.54	42.54
Total 2169465:											
03/15	03/26/2015	93664	572	QUILL CORPORATION	BINDER CLIPS	2265195	1	7620-430-10-46	SUPPLIES-GENERAL	8.15	8.15
Total 2265195:											
03/15	03/26/2015	93664	572	QUILL CORPORATION	CARDSTOCK	2353344	1	1000-424-20-46	SUPPLIES-GENERAL	17.83	17.83
03/15	03/26/2015	93664	572	QUILL CORPORATION	CARDSTOCK	2353344	2	1000-419-10-46	SUPPLIES-GENERAL	17.84	17.84
Total 2353344:											
03/15	03/26/2015	93664	572	QUILL CORPORATION	INTEROFFICE ENVELOPES	2355135	1	1000-417-10-46	SUPPLIES-GENERAL	38.69	38.69
Total 2355135:											
03/15	03/26/2015	93664	572	QUILL CORPORATION	RUBBER BANDS	2407722	1	1000-419-10-46	SUPPLIES-GENERAL	4.56	4.56
03/15	03/26/2015	93664	572	QUILL CORPORATION	RUBBER BANDS	2407722	2	1000-424-20-46	SUPPLIES-GENERAL	4.57	4.57
Total 2407722:											
03/15	03/26/2015	93665	8093		REFUND GAS DEPOSIT	10219350133	1	7401-2228-000	DEPOSITS-CUSTOMER	10.11	10.11

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 10219350133:											
03/15	03/26/2015	93666	8024		REFUND GAS OVERPAYMENT	10306805015	1	9999-1001-001	CASH CLEARING - UTILITIES	8.39	8.39
Total 10306805015:											
03/15	03/26/2015	93666	8024		REFUND GAS OVERPAYMENT	10306901721	1	9999-1001-001	CASH CLEARING - UTILITIES	163.08	163.08
Total 10306901721:											
03/15	03/26/2015	93667	1259	SIERRA AUCTION & TRAI	SEWER FITTING	853966	1	7401-430-62-46	SUPPLIES-GENERAL	6.85	6.85
Total 853966:											
03/15	03/26/2015	93668	1076	SIERRA COFFEE AND BE	PW WATER SERVICE 3/18/15	43705	1	7620-430-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 43705:											
03/15	03/26/2015	93668	1076	SIERRA COFFEE AND BE	CITY HALL SERVICE 032515	43720	1	1000-417-10-46	SUPPLIES-GENERAL	29.00	29.00
Total 43720:											
03/15	03/26/2015	93669	640	SIERRA ELECTRONICS	PAGER	2078590	1	1000-422-10-44	RADIOS - REPAIR & MAINTENA	1,231.95	1,231.95
Total 2078590:											
03/15	03/26/2015	93670	641	SIERRA FILTRATION PR	PLEATED FILTERS	64180	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	128.20	128.20
Total 64180:											
03/15	03/26/2015	93671	677	SUSANVILLE SANITARY	1505 MAIN	2064 030115	1	1000-422-10-44	SEWER	42.80	42.80
Total 2064 030115:											
03/15	03/26/2015	93672	8092		REFUND WATER DEPOSIT	10101450008	1	7110-2228-000	DEPOSITS-CUSTOMER	45.29	45.29
Total 10101450008:											



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
03/15	03/26/2015	93673	713		RETIRE INCENTIVE 3/15	032315	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 032315:											
03/15	03/26/2015	93674	530	U.S. BANK EQUIPMENT F	COPIER - FIRE DEPARTMENT	273856757	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	160.96	160.96
Total 273856757:											
03/15	03/26/2015	93675	742	UPS STORE, THE	SHIPPING FOR FIRE	83010578481880888311	1	1000-422-10-46	POSTAGE	15.95	15.95
Total 83010578481880888311:											
03/15	03/26/2015	93676	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE DEP	9741464039	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02
Total 9741464039:											
03/15	03/26/2015	93677	1398	WAGE WORKS	FSA MONTHLY ADMIN FEE	125A10383138	1	8403-2239-002	SECTION 125 - CITY	50.00	50.00
Total 125A10383138:											
03/15	03/26/2015	93678	770	WESTERN NEVADA SUP	HYDRANT PARTS	66156482	1	1000-422-10-44	HYDRANTS - REPAIR & MAINT	18.48	18.48
Total 66156482:											
03/15	03/26/2015	93678	770	WESTERN NEVADA SUP	HYDRANT PARTS	66156749	1	1000-422-10-44	HYDRANTS - REPAIR & MAINT	64.80	64.80
Total 66156749:											
03/15	03/26/2015	93678	770	WESTERN NEVADA SUP	HYDRANT PARTS	66156755	1	1000-422-10-44	HYDRANTS - REPAIR & MAINT	405.39	405.39
Total 66156755:											
03/15	03/26/2015	93678	770	WESTERN NEVADA SUP	HYDRANT PARTS	66157813	1	1000-422-10-44	HYDRANTS - REPAIR & MAINT	329.83	329.83
Total 66157813:											
03/15	03/26/2015	93679	8087		REFUND GAS DEPOSIT	10103821002	1	7401-2228-000	DEPOSITS-CUSTOMER	150.15	150.15

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 10103821002:											
										150.15	150.15
Grand Totals:											
										17,102.23	17,102.23

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
03/15	03/31/2015	93680	728	U S POSTMASTER	GAS BILLING POSTAGE	033115	1	7401-430-62-46	POSTAGE	272.04	272.04
03/15	03/31/2015	93680	728	U S POSTMASTER	WATER BILLING POSTAGE	033115	2	7110-430-42-46	POSTAGE	528.08	528.08
Total 033115:										800.12	800.12
Grand Totals:										800.12	800.12

Report Criteria:  
 Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
03/27/2015	CDPT	04/01/2015	372	CITY OF SUSANVILLE PA	1	7650-2203-1	6,259.01-
03/27/2015	CDPT	04/01/2015	372	CITY OF SUSANVILLE PA	1	7650-2203-1	6,063.40-
03/27/2015	CDPT	04/01/2015	372	CITY OF SUSANVILLE PA	1	7650-2203-1	2,058.86-
03/27/2015	CDPT	04/01/2015	372	CITY OF SUSANVILLE PA	1	7650-2203-1	2,013.11-
03/27/2015	CDPT	04/01/2015	372	CITY OF SUSANVILLE PA	1	7650-2203-1	15,274.88-
03/27/2015	CDPT	04/01/2015	373	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,396.74-
03/27/2015	CDPT	04/01/2015	374	EMPLOYMENT DEV DEP	7	7650-2203-1	1,209.94-
03/27/2015	CDPT	04/01/2015	93690	CA STATE DISBURSEME	26	7650-2203-0	184.61-
03/27/2015	CDPT	04/01/2015	93691	CA STATE DISBURSEME	35	7650-2203-0	155.07-
03/27/2015	CDPT	04/01/2015	93692	CA STATE DISBURSEME	36	7650-2203-0	330.92-
03/27/2015	CDPT	04/01/2015	93693	CA STATE DISBURSEME	37	7650-2203-0	69.23-
03/27/2015	CDPT	04/01/2015	93694	NATIONWIDE RETIREME	5	7650-2203-0	575.00-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	9,184.76-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	2,017.24-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	6,041.04-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	3,034.30-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	145.04-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	124.39-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	913.86-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	913.86-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	1,008.86-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	1,008.86-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	301.27-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	301.27-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	17.00-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	4,258.23-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	953.15-
03/27/2015	CDPT	04/01/2015	93695	P.E.R.S.	8	7650-2203-1	2,604.21-
03/27/2015	CDPT	04/01/2015	93696	STATE OF CALIF FRAN T	27	7650-2203-0	371.74-
03/27/2015	CDPT	04/01/2015	93697	STATE OF CALIFORNIA F	39	7650-2203-0	128.56-
03/27/2015	CDPT	04/01/2015	93698	VALIC	4	7650-2203-0	1,723.78-
Grand Totals:			31				73,642.19-

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
04/15	04/03/2015	93701	21	AIRGAS USA, LLC	CHLORINE	9037246309	1	7110-430-42-46	SUPPLIES-GENERAL	372.97	372.97
Total 9037246309:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	GLOVES	324458	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	14.01	14.01
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	GLOVES	324458	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	14.02	14.02
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	GLOVES	324458	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	14.02	14.02
Total 324458:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	CORD POWER	324583	1	7401-430-62-46	SUPPLIES-GENERAL	42.05	42.05
Total 324583:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	KEY CUT, TAGS	324812	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	7.62	7.62
Total 324812:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	PAIL	324834	1	2007-431-20-46	SUPPLIES-GENERAL	3.67	3.67
Total 324834:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	PVC, COUPLING, BUSHING	324865	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	25.32	25.32
Total 324865:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	GLOVES	324899	1	7401-430-62-46	SUPPLIES-GENERAL	38.68	38.68
Total 324899:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	DRILL BIT	325008	1	2007-431-20-46	SUPPLIES-GENERAL	7.73	7.73
Total 325008:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	TRANSPONDER KEY	325024	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	67.71	67.71

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 325024:											
04/15	04/03/2015	93702	76	BILLINGTON ACE HARD	SPRAYER	325060	1	7401-430-62-46	SUPPLIES-GENERAL	2.41	2.41
Total 325060:											
04/15	04/03/2015	93703	1324	CALIFORNIA AIR POLLUT	MEMBERSHIP	2251	1	8404-430-10-48	DUES AND MEMBERSHIPS	850.00	850.00
Total 2251:											
04/15	04/03/2015	93704	1116	CALIFORNIA BUILDING S	1ST QTR SPEC REV FUND SB 1	040115	1	1000-2205-006	DEPOSIT PAYABLE-SB 1473	27.90	27.90
Total 040115:											
04/15	04/03/2015	93705	116	CASHMAN EQUIPMENT	ADHESIVE, GLASS	2272390	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	259.45	259.45
Total 2272390:											
04/15	04/03/2015	93706	1486	CHARLES GRUNSKY CO	PARTS FOR BYPASS	00012187	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	243.40	243.40
Total 00012187:											
04/15	04/03/2015	93707	148	COMPUTER LOGISTICS	MONTHLY SER 2HRS	64808	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 64808:											
04/15	04/03/2015	93707	148	COMPUTER LOGISTICS	ANTI VIRUS-BARRACUDA 200G	64821	1	1000-417-10-43	TECHNICAL SVCS	50.00	50.00
Total 64821:											
04/15	04/03/2015	93707	148	COMPUTER LOGISTICS	EMAIL & IPHONE SUPPORT	64863	1	1000-417-10-43	TECHNICAL SVCS	361.40	361.40
Total 64863:											
04/15	04/03/2015	93708	151	COPWARE INC.	LEGAL SOURCEBOOK SITE LIC	82937	1	1000-421-10-47	SOFTWARE	172.00	172.00
Total 82937:											

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
04/15	04/03/2015	93709	152	COUSO TECHNOLOGY &	2/15-3/15 WEBSITE MAINT/HOS	541559	1	1000-417-10-43	TECHNICAL SVCS	340.00	340.00
Total 541559:											
04/15	04/03/2015	93710	936	CREATIVE SERVICES OF	JUNIOR BADGES STICKERS	D15099973	1	1000-421-10-46	SUPPLIES-GENERAL	195.95	195.95
Total D15099973:											
04/15	04/03/2015	93711	161	CSK AUTO INC	VAC CONNECT	2740359617	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	3.76-	3.76-
Total 2740359617:											
04/15	04/03/2015	93711	161	CSK AUTO INC	CERAMIC PAD, BRAKE ROTOR	2740359783	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	522.25	522.25
Total 2740359783:											
04/15	04/03/2015	93711	161	CSK AUTO INC	PITMAN ARM	2740359876	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	17.72	17.72
Total 2740359876:											
04/15	04/03/2015	93711	161	CSK AUTO INC	LED LIGHTS	2740360342	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	137.58	137.58
Total 2740360342:											
04/15	04/03/2015	93711	161	CSK AUTO INC	WATER PUMP	2740360556	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	65.46	65.46
Total 2740360556:											
04/15	04/03/2015	93711	161	CSK AUTO INC	THERMOSTAT, HOOD SUPPOR	2740360616	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	55.45	55.45
Total 2740360616:											
04/15	04/03/2015	93711	161	CSK AUTO INC	HOOD SUPPORT	2740360623	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	38.89	38.89
Total 2740360623:											
04/15	04/03/2015	93711	161	CSK AUTO INC	HOOD SUPPORT RETURN	2740360723	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	38.89-	38.89-

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 2740360723:											
04/15	04/03/2015	93711	161	CSK AUTO INC	GLUE	2740360797	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	1.71	1.71
04/15	04/03/2015	93711	161	CSK AUTO INC	GLUE	2740360797	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	1.71	1.71
04/15	04/03/2015	93711	161	CSK AUTO INC	GLUE	2740360797	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	1.72	1.72
Total 2740360797:											
04/15	04/03/2015	93712	8098		REFUND WATER DEPOSIT	10329850014	1	7110-2228-000	DEPOSITS-CUSTOMER	21.31	21.31
04/15	04/03/2015	93712	8098		REFUND GAS DEPOSIT	10329850014	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10329850014:											
04/15	04/03/2015	93713	182	DEPARTMENT OF CONS	1ST QTR SWIP FEE REPORT 20	040115	1	1000-2205-003	DEPOSITS-STRONG MOTION P	.95	.95
Total 040115:											
04/15	04/03/2015	93714	219	ED STAUB & SONS PETR	176.1 GAL PROPANE AIRPORT	0692582	1	7201-430-81-46	PROPANE	325.22	325.22
Total 0692582:											
04/15	04/03/2015	93714	219	ED STAUB & SONS PETR	CAL FIRE OIL 2.0 GAL	1271468	1	1000-452-10-46	SUPPLIES-GENERAL	999.21	999.21
Total 1271468:											
04/15	04/03/2015	93714	219	ED STAUB & SONS PETR	555.8 GAL UNLEADED G/C	S134369	1	7530-451-52-46	GASOLINE	1,671.95	1,671.95
Total S134369:											
04/15	04/03/2015	93714	219	ED STAUB & SONS PETR	254.5 GAL DIESEL G/C	S134370	1	7530-451-52-46	GASOLINE	718.71	718.71
Total S134370:											
04/15	04/03/2015	93715	238	FASTENAL COMPANY	TOWEL	63620	1	1000-422-10-46	SUPPLIES-JANITORIAL	62.10	62.10
Total 63620:											
04/15	04/03/2015	93715	238	FASTENAL COMPANY	STREETTS	63746	1	2007-431-20-46	SUPPLIES-GENERAL	45.04	45.04

M = Manual Check, V = Void Check



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 63746:											
04/15	04/03/2015	93715	238	FASTENAL COMPANY	FUSE	63794	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	6.67	6.67
Total 63794:											
04/15	04/03/2015	93715	238	FASTENAL COMPANY	FIRE EXT.	63826	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	35.06	35.06
Total 63826:											
04/15	04/03/2015	93715	238	FASTENAL COMPANY	PARTS	63827	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	4.00	4.00
Total 63827:											
04/15	04/03/2015	93716	241	FEATHER PUBLISHING C	PD JOB AD	ACCT#1543 01092745	1	1000-421-10-45	ADVERTISING	35.50	35.50
Total ACCT#1543 01092745:											
04/15	04/03/2015	93716	241	FEATHER PUBLISHING C	RITE AID USE PERMIT 14-021	PO#7679	1	1000-417-10-45	ADVERTISING	98.00	98.00
Total PO#7679:											
04/15	04/03/2015	93717	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	571313A	1	7110-430-42-43	TECHNICAL SVCS	211.00	211.00
Total 571313A:											
04/15	04/03/2015	93718	250	FLANIGAN-LEAVITT INSU	CRIME POLICY 4/1/15 - 4/1/16	243828	1	7630-1430-102	PREPAID INSURANCE PREMIU	2,039.26	2,039.26
04/15	04/03/2015	93718	250	FLANIGAN-LEAVITT INSU	CRIME POLICY 4/1/15 - 4/1/16	243828	2	7630-411-40-45	INSUR.CRIME BOND LIAB	679.74	679.74
Total 243828:											
04/15	04/03/2015	93719	8094		REFUND WATER DEPOSIT	10327250007	1	7110-2228-000	DEPOSITS-CUSTOMER	4.35	4.35
04/15	04/03/2015	93719	8094		REFUND GAS DEPOSIT	10327250007	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10327250007:											
04/15	04/03/2015	93720	265	FRONTIER	257-0315 AWOS AIRPORT	0315 031515	1	7201-430-81-45	COMMUNICATIONS	34.67	34.67

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 0315 031515:											
04/15	04/03/2015	93720	265	FRONTIER	257-1045 PW ENGINEERING	1045 031515	1	7620-430-10-45	COMMUNICATIONS	34.67	34.67
Total 1045 031515:											
04/15	04/03/2015	93720	265	FRONTIER	257-1056 PW SHOP	1056 032015	1	7620-430-10-45	COMMUNICATIONS	51.88	51.88
Total 1056 032015:											
04/15	04/03/2015	93720	265	FRONTIER	257-1057 PW FAX	1057 032015	1	7620-430-10-45	COMMUNICATIONS	48.29	48.29
Total 1057 032015:											
04/15	04/03/2015	93720	265	FRONTIER	257-2845 DEBR/ROLL OVER	2845 031515	1	7620-430-10-45	COMMUNICATIONS	191.98	191.98
Total 2845 031515:											
04/15	04/03/2015	93720	265	FRONTIER	257-7236 NAT GAS	7236 032015	1	7620-430-10-45	COMMUNICATIONS	62.61	62.61
Total 7236 032015:											
04/15	04/03/2015	93720	265	FRONTIER	257-7237 NAT GAS	7237 032015	1	7620-430-10-45	COMMUNICATIONS	192.58	192.58
Total 7237 032015:											
04/15	04/03/2015	93721	280	GRANITE CONSTRUCTIO	TACK OIL/PAVING	780849	1	2007-431-20-46	SUPPLIES-GENERAL	62.23	62.23
Total 780849:											
04/15	04/03/2015	93721	280	GRANITE CONSTRUCTIO	COLD MIX	781855	1	7110-430-42-46	SUPPLIES-GENERAL	248.46	248.46
04/15	04/03/2015	93721	280	GRANITE CONSTRUCTIO	COLD MIX	781855	2	2007-431-20-46	SUPPLIES-GENERAL	870.32	870.32
04/15	04/03/2015	93721	280	GRANITE CONSTRUCTIO	COLD MIX	781855	3	7401-430-62-46	SUPPLIES-GENERAL	870.32	870.32
Total 781855:											
04/15	04/03/2015	93721	280	GRANITE CONSTRUCTIO	ASPHALT	782548	1	2007-431-20-46	SUPPLIES-GENERAL	2,610.96	2,610.96
Total 782548:											
										512.77	512.77

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 782548:											
04/15	04/03/2015	93722	8095		REFUND WATER DEPOSIT	10235500007	1	7110-2228-000	DEPOSITS-CUSTOMER	63.66	63.66
Total 10235500007:											
04/15	04/03/2015	93723	335	J.W. WOOD CO INC	SLOT CHANNEL	S079480	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	442.29	442.29
Total S079480:											
04/15	04/03/2015	93723	335	J.W. WOOD CO INC	BRACKET	S079485	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	3.41	3.41
Total S079485:											
04/15	04/03/2015	93724	362	KAUFFMAN, BILL	CITY HALL JANITORIAL SVCS	298247	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 298247:											
04/15	04/03/2015	93724	362	KAUFFMAN, BILL	P/W JANITORIAL SVCS 3/15	298248	1	7620-430-10-44	CUSTODIAL	250.00	250.00
Total 298248:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	TOOL	217526	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	10.74	10.74
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	TOOL	217526	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	10.75	10.75
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	TOOL	217526	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	10.75	10.75
Total 217526:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	ANTIFREEZE	217640	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	19.33	19.33
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	ANTIFREEZE	217640	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	19.33	19.33
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	ANTIFREEZE	217640	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	19.33	19.33
Total 217640:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	WASHER FLUID	217664	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	6.43	6.43
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	WASHER FLUID	217664	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	6.43	6.43
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	WASHER FLUID	217664	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	6.43	6.43

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 217664:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	EPOXY	218256	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	5.85	5.85
Total 218256:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	FUEL LINE	218282	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.62	11.62
Total 218282:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	BATTERY CABLE	218356	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	3.61	3.61
Total 218356:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	ANTIFREEZE	218463	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	75.08	75.08
Total 218463:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	PRI WIRE	218482	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	102.13	102.13
Total 218482:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	THREAD ROD	218486	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	8.44	8.44
Total 218486:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	WIRE CONNECTORS	218515	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	8.60	8.60
Total 218515:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	IDLE PULL	218557	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	20.74	20.74
Total 218557:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	BLADE	218576	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	19.97	19.97
Total 218576:											

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
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	BRACKET, MIRROR	218591	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	82.53	82.53
Total 218591:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	CRANKSHAFT SENSOR	218607	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	14.60	14.60
Total 218607:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	DRIVEBELT	218703	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	36.09	36.09
Total 218703:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	BELT	218706	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	35.06	35.06
Total 218706:											
04/15	04/03/2015	93725	411	LASSEN MOTOR PARTS	CONNECTOR, SHRINK TUBE	218727	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	8.45	8.45
Total 218727:											
04/15	04/03/2015	93726	412	LASSEN REGIONAL SOLI	DUMP FEES	733824	1	2007-431-20-44	DISPOSAL	4.12	4.12
Total 733824:											
04/15	04/03/2015	93726	412	LASSEN REGIONAL SOLI	DUMP FEES	733858	1	2007-431-20-44	DISPOSAL	148.00	148.00
Total 733858:											
04/15	04/03/2015	93726	412	LASSEN REGIONAL SOLI	DUMP FEES	733890	1	2007-431-20-44	DISPOSAL	80.00	80.00
Total 733890:											
04/15	04/03/2015	93726	412	LASSEN REGIONAL SOLI	DUMP FEES	734018	1	2007-431-20-44	DISPOSAL	7.46	7.46
Total 734018:											
04/15	04/03/2015	93726	412	LASSEN REGIONAL SOLI	DUMP FEES	734143	1	2007-431-20-44	DISPOSAL	116.80	116.80

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 734143:											
04/15	04/03/2015	93727	1482	LEPE, RAUL	INSTALL NEW TILE	448718	1	2012-465-32-44	REPAIR & MAINTANANCE-FACI	300.00	300.00
Total 448718:										300.00	300.00
04/15	04/03/2015	93728	425	LES SCHWAB TIRE CENT	ALIGNMENT, ANGLE	60400107938	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	56.25	56.25
Total 60400107938:											
04/15	04/03/2015	93729	437	LMUD	AIRPORT VASI LIGHTS	10108 032315	1	7201-430-81-46	ELECTRICITY	14.00	14.00
Total 10108 032315:											
04/15	04/03/2015	93729	437	LMUD	GOLF COURSE IRR WELL 30 HP	122907 032315	1	7530-451-52-46	ELECTRICITY	223.10	223.10
Total 122907 032315:											
04/15	04/03/2015	93729	437	LMUD	GOLF COURSE PUMP STATION	122910 032315	1	7530-451-52-46	ELECTRICITY	19.61	19.61
Total 122910 032315:											
04/15	04/03/2015	93729	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 032315	1	7530-451-52-46	ELECTRICITY	14.00	14.00
Total 122929 032315:											
04/15	04/03/2015	93729	437	LMUD	GOLF COURSE PUMP HOUSE	132052 032315	1	7530-451-52-46	ELECTRICITY	84.15	84.15
Total 132052 032315:											
04/15	04/03/2015	93729	437	LMUD	470-895 CIRCLE DR/CLUB HOU	144281 032315	1	7530-451-52-46	ELECTRICITY	78.53	78.53
Total 144281 032315:											
04/15	04/03/2015	93729	437	LMUD	472-105 JOHNSTONVILLE WAT	350161 031715	1	7112-430-42-46	ELECTRICITY	140.54	140.54
Total 350161 031715:											

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
04/15	04/03/2015	93729	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 032315	1	1000-452-20-46	ELECTRICITY	32.97	32.97
		Total 3522 032315:								32.97	32.97
04/15	04/03/2015	93729	437	LMUD	N WEATHERLOW ST SIGNALS	3651 032315	1	2007-431-60-46	ELECTRICITY	111.21	111.21
		Total 3651 032315:								111.21	111.21
04/15	04/03/2015	93729	437	LMUD	WELL #3	4559 031715	1	7110-430-42-46	ELECTRICITY	47.39	47.39
		Total 4559 031715:								47.39	47.39
04/15	04/03/2015	93729	437	LMUD	MAIN & ALEXANDER	49496 032315	1	2007-431-60-46	ELECTRICITY	103.83	103.83
		Total 49496 032315:								103.83	103.83
04/15	04/03/2015	93729	437	LMUD	MAIN & FAIRFIELD	49497 032315	1	2007-431-60-46	ELECTRICITY	102.78	102.78
		Total 49497 032315:								102.78	102.78
04/15	04/03/2015	93729	437	LMUD	MAIN & JOHNSTONVILLE SIGN	49498 032315	1	2007-431-60-46	ELECTRICITY	127.46	127.46
		Total 49498 032315:								127.46	127.46
04/15	04/03/2015	93729	437	LMUD	RIVERSIDE & MAIN SIGNAL LIG	49499 032315	1	2007-431-60-46	ELECTRICITY	203.61	203.61
		Total 49499 032315:								203.61	203.61
04/15	04/03/2015	93729	437	LMUD	AIRPORT LOT 5	51908 032315	1	7201-430-81-46	ELECTRICITY	24.66	24.66
		Total 51908 032315:								24.66	24.66
04/15	04/03/2015	93729	437	LMUD	AIRPORT HANGER 6	54333 032315	1	7201-430-81-46	ELECTRICITY	3.44	3.44
		Total 54333 032315:								3.44	3.44
04/15	04/03/2015	93729	437	LMUD	925 SIERRA RD SPORTS CTR	60453 032315	1	1000-452-20-46	ELECTRICITY	14.00	14.00

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 60453 032315:								14.00	14.00
04/15	04/03/2015	93729	437	LMUD	AIRPORT OFFICE	7146 032315	1	7201-430-81-46	ELECTRICITY	360.52	360.52
		Total 7146 032315:								360.52	360.52
04/15	04/03/2015	93729	437	LMUD	AIRPORT GAS PUMP	7154 032315	1	7201-430-81-46	ELECTRICITY	22.38	22.38
		Total 7154 032315:								22.38	22.38
04/15	04/03/2015	93729	437	LMUD	GOLF COURSE CLUB HOUSE	7394 032315	1	7530-451-52-46	ELECTRICITY	86.14	86.14
		Total 7394 032315:								86.14	86.14
04/15	04/03/2015	93729	437	LMUD	GOLF COURSE CART BARN 2	7400 032315	1	7530-451-52-46	ELECTRICITY	19.19	19.19
		Total 7400 032315:								19.19	19.19
04/15	04/03/2015	93729	437	LMUD	WELL 1	7714 032315	1	7110-430-42-46	ELECTRICITY	31.40	31.40
		Total 7714 032315:								31.40	31.40
04/15	04/03/2015	93729	437	LMUD	1801 MAIN ST	8314 032315	1	1000-421-10-46	ELECTRICITY	855.74	855.74
		Total 8314 032315:								855.74	855.74
04/15	04/03/2015	93729	437	LMUD	AIRPORT HANGER 8	92715 032315	1	7201-430-81-46	ELECTRICITY	56.65	56.65
		Total 92715 032315:								56.65	56.65
04/15	04/03/2015	93729	437	LMUD	GOLF COURSE BARN 1 & 3	9312 032315	1	7530-451-52-46	ELECTRICITY	14.00	14.00
		Total 9312 032315:								14.00	14.00
04/15	04/03/2015	93730	438	LOCAL GOVERNMENT P	CALIFORNIA LAND USE 2015 U	040115	1	1000-411-40-46	BOOKS AND PERIODICALS	97.43	97.43
		Total 040115:								97.43	97.43



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
04/15	04/03/2015	93731	1463	MILLER CLEANING SERV	P/D JANITORIAL SER. 3/15	MCS1469	1	1000-421-10-44	CUSTODIAL	450.00	450.00
Total MCS1469:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	WATER LINEN SER 03/24/15	250261891	1	7110-430-42-44	LINEN SERVICE	58.83	58.83
Total 250261891:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	STREET LINEN SER 03/24/15	250261892	1	2007-431-20-44	LINEN SERVICE	13.35	13.35
Total 250261892:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	720 SOUTH ST 3/31/15	250261893	1	7620-430-10-44	LINEN SERVICE	61.53	61.53
Total 250261893:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	PARKS LINEN SER 03/24/15	250261894	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250261894:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	GAS LINEN SER 3/24/15	250261895	1	7401-430-62-44	LINEN SERVICES	77.72	77.72
Total 250261895:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	WATER LINEN SER 03/31/15	250262493	1	7110-430-42-44	LINEN SERVICE	58.83	58.83
Total 250262493:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	STREET LINEN SER 03/31/15	250262494	1	2007-431-20-44	LINEN SERVICE	13.35	13.35
Total 250262494:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	720 SOUTH ST 3/31/15	250262495	1	7620-430-10-44	LINEN SERVICE	61.53	61.53
Total 250262495:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	PARKS LINEN SER 03/31/15	250262496	1	1000-452-20-44	LINEN SERVICES	12.83	12.83

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 250262496:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	GAS LINEN SER 3/31/15	250262497	1	7401-430-62-44	LINEN SERVICES	77.72	77.72
Total 250262497:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	720 SOUTH ST 3/31/15	S250262449	1	7620-430-10-44	LINEN SERVICE	30.00	30.00
Total S250262449:											
04/15	04/03/2015	93732	481	MISSION LINEN & UNIFO	WATER LINEN SER 3/31/15	S250262450	1	7110-430-42-44	LINEN SERVICE	30.00	30.00
Total S250262450:											
04/15	04/03/2015	93733	550	PETTY CASH	PETTY CASH - RESTURANT	040315	1	7530-1012-004	PETTY CASH - GOLF COURSE	200.00	200.00
Total 040315:											
04/15	04/03/2015	93734	572	QUILL CORPORATION	TABS	2325253	1	7620-430-10-46	SUPPLIES-GENERAL	50.51	50.51
Total 2325253:											
04/15	04/03/2015	93734	572	QUILL CORPORATION	INK	2534227	1	7530-451-55-46	SUPPLIES - GENERAL	38.69	38.69
04/15	04/03/2015	93734	572	QUILL CORPORATION	PENS AND FOLDERS	2534227	2	1000-417-10-46	SUPPLIES-GENERAL	41.35	41.35
Total 2534227:											
04/15	04/03/2015	93734	572	QUILL CORPORATION	TONER	2534244	1	1000-415-10-46	SUPPLIES-GENERAL	335.37	335.37
Total 2534244:											
04/15	04/03/2015	93735	8097		REFUND GAS DEPOSIT	10112900307	1	7401-2228-000	DEPOSITS-CUSTOMER	182.08	182.08
Total 10112900307:											
04/15	04/03/2015	93736	8096		REFUND WATER DEPOSIT	10128550003	1	7110-2228-000	DEPOSITS-CUSTOMER	17.78	17.78

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 10128550003:											
04/15	04/03/2015	93737	8055		REFUND GAS DEPOSIT	02232015	1	7401-2228-000	DEPOSITS-CUSTOMER	150.86	150.86
Total 02232015:											
04/15	04/03/2015	93738	1082	SIERRA CASCADE AGGR	AGGREGATE BASE, SAND	4588	1	7110-430-42-46	SUPPLIES-GENERAL	317.08	317.08
04/15	04/03/2015	93738	1082	SIERRA CASCADE AGGR	AGGREGATE BASE, SAND	4588	2	2007-431-20-46	SUPPLIES-GENERAL	317.08	317.08
04/15	04/03/2015	93738	1082	SIERRA CASCADE AGGR	AGGREGATE BASE, SAND	4588	3	7401-430-62-46	SUPPLIES-GENERAL	317.09	317.09
Total 4588:											
04/15	04/03/2015	93739	1270	SILVER STATE BARRICA	SIGN AND POST	78506	1	2007-431-20-46	SUPPLIES-GENERAL	810.00	810.00
Total 78506:											
04/15	04/03/2015	93740	1436	STANISLAUS FARM SUP	SPRAY FOR WEEDS	1224440	1	2007-431-20-46	SUPPLIES-GENERAL	119.54	119.54
Total 1224440:											
04/15	04/03/2015	93740	1436	STANISLAUS FARM SUP	SPRAY WEED	1226601	1	2007-431-20-46	SUPPLIES-GENERAL	121.48	121.48
Total 1226601:											
04/15	04/03/2015	93741	1449	STI INVESTIGATIONS	BACKGROUND REVIEW	M1658	1	1000-416-10-43	TECHNICAL SVCS	539.00	539.00
Total M1658:											
04/15	04/03/2015	93742	1046	SUSANVILLE TRANSMIS	OIL PAN GASKET/FILTER	15360	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	218.19	218.19
Total 15360:											
04/15	04/03/2015	93743	712	TNS TRUCKING CO	CONCRETE SLURRY 7 SACK	1585	1	2007-431-20-46	SUPPLIES-GENERAL	274.13	274.13
Total 1585:											
04/15	04/03/2015	93743	712	TNS TRUCKING CO	SLURRY	1593	1	2007-431-20-46	SUPPLIES-GENERAL	160.44	160.44

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 1593:											
04/15	04/03/2015	93744	738	UNITED STATES POSTAL	POSTAGE FOR POSTAGE MET	033015	1	1000-1410-002	INVENTORIES-POSTAGE	2,000.00	2,000.00
Total 033015:											
04/15	04/03/2015	93745	759		REFUND GAS DEPOSIT	10105350001	1	7401-2228-000	DEPOSITS-CUSTOMER	124.24	124.24
Total 10105350001:											
04/15	04/03/2015	93746	770	WESTERN NEVADA SUP	REPAIR SEWER	66181665	1	7401-430-62-46	SUPPLIES-GENERAL	16.89	16.89
Total 66181665:											
04/15	04/03/2015	93746	770	WESTERN NEVADA SUP	ELLS, COUPLING	66189354	1	7530-451-62-44	REPAIR & MAINTENANCE - MIS	3.67	3.67
Total 66189354:											
Grand Totals:										28,337.33	28,337.33

Report Criteria:  
 Report type: GL detail  
 Check Voided = False

M = Manual Check, V = Void Check

Reviewed by:    City Administrator  
   City Attorney

   Motion only  
   Public Hearing  
  X   Resolution  
   Ordinance  
   Information

**Submitted by:** Kristin Shepard, Administrative Specialist

**Action Date:** April 15, 2015

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 15-5158** supporting Lassen County Chamber of Commerce Annual Main Street Cruise Classic Car Show 'N Shine on Saturday, June 27, 2015 and authorization for the Mayor to execute a Caltrans encroachment permit application for closure of Main Street (State Highway 36)

**PRESENTED BY:** Dan Newton, Public Works Director

**SUMMARY:** The Lassen County Chamber of Commerce (LCCC) requests City Council support approving closure on Saturday, June 27, 2015, of Main Street from Cottage Street to Weatherlow Street from 2:00 p.m. to 6:00 p.m. and closure of Pancera Plaza (South Gay Street) from Main Street to Cottage Street from 8:00 a.m. to 8:00 p.m. for the Annual Main Street Cruise Classic Car Show 'N Shine. LCCC will be selling alcoholic beverages as part of the event and will obtain a permit to sell alcoholic beverages from the Department of Alcoholic Beverage Control.

This event will require four Public Works Department employees to set up and take down traffic control signs and assist the eight Police Officers with traffic control.

Caltrans does not charge the City and Encroachment Permit fee but they do require the City to accept all liability for this event as the Encroachment Permit Permittee.

**FISCAL IMPACT:**

<u>Main Street Cruise</u>	
Public Works Estimated	\$ 753
Police Dept. Estimated	<u>\$ 2,268</u>
TOTAL ESTIMATED COST	<u>\$ 3,021</u>

**ACTION REQUESTED:** Motion to approve **Resolution No. 15-5158** authorizing closure of Main Street from Cottage Street to Weatherlow Street from 2:00 p.m. to 6:00 p.m. and closure of Pancera Plaza (South Gay Street) from Main Street to Cottage Street from 8:00 a.m. to 8:00 p.m. on Saturday, June 27, 2015, for the Lassen County Chamber of Commerce (LCCC) Annual Main Street Cruise Classic Car Show 'N Shine and authorization for the Mayor to execute a Caltrans encroachment permit application.

**ATTACHMENTS:** Resolution No. 15-5158  
 Letter of request from the Lassen County Chamber of Commerce  
 Caltrans Encroachment Permit Application for Main Street Cruise

**RESOLUTION NO. 15-5158**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**SUPPORTING CLOSURE OF MAIN STREET FROM COTTAGE STREET TO**  
**WEATHERLOW STREET AND CLOSURE OF PANCERA PLAZA (S. GAY ST.) ON**  
**SATURDAY, JUNE 27, 2015, FOR THE LASSEN COUNTY CHAMBER OF**  
**COMMERCE (LCCC) ANNUAL MAIN STREET CRUISE CLASSIC CAR SHOW 'N**  
**SHINE AND AUTHORIZING MAYOR TO EXECUTE A CALTRANS ENCROACHMENT**  
**PERMIT APPLICATION**

**WHEREAS**, Lassen County Chamber of Commerce (LCCC) has requested City Council support of their Annual Main Street Cruise Classic Car Show 'N Shine to be held on Saturday, June 27, 2015; and

**WHEREAS**, in order to hold the event, LCCC has requested authorization to close Main Street from Cottage Street to Weatherlow Street from 2:00 p.m. to 6:00 p.m. on Saturday, June 27, 2015; and

**WHEREAS**, LCCC has further requested closure of Pancera Plaza (S. Gay St.) from Main Street to Cottage Street from 8:00 a.m. to 8:00 p.m.; and

**WHEREAS**, LCCC will obtain signatures from all businesses on Pancera Plaza agreeing to the street closure; and

**WHEREAS**, LCCC will obtain the appropriate permit from the Department of Alcoholic Beverage Control agency to sell alcohol at the event; and

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

1. Authorization to close Main Street from Cottage Street to Weatherlow Street from 2:00 p.m. to 6:00 p.m. and closure of Pancera Plaza (S. Gay St.) from Main Street to Cottage Street from 8:00 a.m. to 8:00 p.m. on Saturday, June 27, 2015, for LCCC to hold their Annual Main Street Cruise Classic Car Show 'N Shine.
2. Authorization of the Mayor to execute a Caltrans Encroachment Permit Application as required.

APPROVED: \_\_\_\_\_  
Brian Wilson, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April, 2015, by the following vote:

AYES:

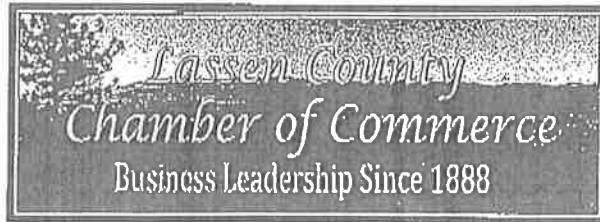
NOES:

ABSENT:

ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
, City Attorney



PO Box 338 • 75 N Weatherlow • Susanville, CA 96130 • (530) 257-4323 • Fax: (530) 251-2561  
[www.lassencountychamber.org](http://www.lassencountychamber.org)

March 11, 2015

Kristen Shepard  
 City of Susanville Public Works  
 720 South Street  
 Susanville, Ca. 96130

Dear Kristen,

The Lassen County Chamber of Commerce has begun planning for the 2015 special event season. I am requesting encroachment permits for street closures and use of the banner poles as follows;

9<sup>th</sup> Annual Spring Home, Garden & Outdoor Show  
 Saturday, April 25, 2015, Lassen County Fairgrounds

We request use of the banner poles at all three locations for banners from April 11 thru 25, 2015.

Annual Main Street Cruise Classic Car Show 'N Shine  
 Saturday, June 27, 2015, In Historic Uptown Susanville

We request the closure of Main Street, from Weatherlow Street to Roop Street, from 2pm – 6pm and the closure of Pancera Plaza on South Gay Street from Main Street to Cottage Street from 8am to 8pm for the annual Main Street Cruise Classic Car Show 'N Shine. Businesses in Pancera Plaza will be notified of the street closure. Alcohol will be served at the event and all necessary insurance and Alcoholic Beverage Control permits will be obtained. In addition to city police presence at the event, the Chamber will provide volunteer security personnel at the perimeter of the event.

We also request the use of the banner poles at all three locations from June 14-27, 2015.

10<sup>th</sup> Annual Magical Country Christmas Celebration  
 Saturday, December 5, 2015, In Historic Uptown Susanville

The Chamber requests the street closure of Main Street, in Historic Uptown Susanville from Cottage to Weatherlow Street, from 5pm to 7pm, to hold the Christmas Celebration. The event will include a lighted Christmas Parade beginning at 6pm, tree lighting at 6:30pm, followed by fireworks display that will be staged from the Susanville Elk's Lodge.

We also request the use of the banner poles at all three locations from November 23 thru December 5, 2015 to hang Christmas event banners.

Should you have any questions regarding any of these events don't hesitate to contact me. Thank you in advance for all your time in helping the Chamber obtain the necessary permits so that these events are possible.

Best Regards,

A handwritten signature in cursive script that reads "Patricia Hagata".

Patricia Hagata  
 Executive Director



# STANDARD ENCROACHMENT PERMIT APPLICATION

TR-0100 (REV. 03/2015)

Please type or print clearly your answers. Complete ALL fields, write "N/A" if not applicable. This application is not complete until all requirements have been approved.

Permission is requested to encroach on the State Highway right-of-way as follows:

1. COUNTY <b>Lassen</b>						2. ROUTE <b>36</b>		3. POSTMILE <b>various</b>		FOR CALTRANS USE PERMIT NO. DIST/CO/RTE/PM SIMPLEX STAMP DATE OF SIMPLEX STAMP	
4. ADDRESS OR STREET NAME <b>Main Street</b>						5. CITY <b>Susanville</b>					
6. CROSS STREET (Distance and direction from project site) <b>From Cottage to Weatherlow</b>						7. PORTION OF RIGHT-OF-WAY <b>Entire Road</b>					
8. WORK TO BE PERFORMED BY <input checked="" type="checkbox"/> OWN FORCES <input type="checkbox"/> CONTRACTOR				9. ESTIMATED START DATE <b>June 27, 2015</b>		10. ESTIMATED COMPLETION DATE <b>June 27, 2015</b>					
11. EXCAVATION	MAX. DEPTH <b>n/a</b>	AVG. DEPTH <b>n/a</b>	AVG. WIDTH <b>n/a</b>	LENGTH <b>n/a</b>	SURFACE TYPE <b>n/a</b>						
12. ESTIMATED COST WITHIN STATE HIGHWAY RIGHT-OF-WAY						FUNDING SOURCE(S) <input checked="" type="checkbox"/> FEDERAL <input type="checkbox"/> STATE <input type="checkbox"/> LOCAL <input type="checkbox"/> PRIVATE					
13. PIPES	PRODUCT TYPE <b>n/a</b>		DIAMETER <b>n/a</b>	VOLTAGE / PSIG <b>n/a</b>		14. CALTRANS' PROJECT CODE (ID) <b>n/a</b>					
15. <input type="checkbox"/> Double Permit Parent Permit Number _____ Applicant's Reference Number / Utility Work Order Number _____											
16. Have your plans been reviewed by another Caltrans branch? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (If "YES") Who? _____											

17. Completely describe work to be done within STATE Highway right-of-way:

Attach 6 complete sets of plans (folded to 8.5" x 11") and any applicable specifications, calculations, maps, etc.

Closure of Main Street (State Highway Route 36) from Cottage Street to Weatherlow Street on Saturday, June 27, 2015, from 2:00pm to 6:00pm for the Lassen County Chamber of Commerce (LCCC) Annual Main Street Cruise Classic Car Show 'N Shine event. Closure is to allow vintage vehicles to be parked on the Street and for sidewalk vendor booths. Detour map and letters of support form the Susanville Police Department and California Highway Patrol are attached. The Susanville Street Department and Police Department will place detour signs and direct traffic.

18. Is a City, County or other public agency involved in the approval of this project?

- YES (If "YES", check type of project AND attach environmental documentation and conditions of approval)
  - COMMERCIAL DEVELOPMENT  BUILDING  GRADING  OTHER \_\_\_\_\_
  - CATEGORICALLY EXEMPT  NEGATIVE DECLARATION  ENVIRONMENTAL IMPACT REPORT  OTHER \_\_\_\_\_
- NO (If "NO", please check the category below which best describes the project AND answer questions A - K on page 2)
  - DRIVEWAY OR ROAD APPROACH, RECONSTRUCTION, MAINTENANCE OR RESURFACING
  - PUBLIC UTILITY MODIFICATIONS, EXTENSIONS, HOOKUPS
  - FLAGS, SIGNS, BANNERS, DECORATIONS, PARADES AND CELEBRATIONS
  - OTHER \_\_\_\_\_
  - FENCE
  - MAILBOX
  - EROSION CONTROL
  - LANDSCAPING

PERMIT NO. \_\_\_\_\_

The following questions must be completed when a City, County or other public agency IS NOT involved in the approval of this project.

Your answers to these questions will assist Departmental staff in identifying any physical, biological, social or economic resources that may be affected by your proposed project within State Highway right-of-way and to determine which type of environmental studies may be required to approve your application for an encroachment permit.

It is the applicant's responsibility for the production of all required environmental documentation and supporting studies and in some cases this may be costly and time consuming. If possible, attach photographs of the location of the proposed project. Please answer these questions to the best of your ability. Provide a description of any "YES" answers (type, name, number, etc.)

A. Will any existing vegetation and/or landscaping within State Highway right-of-way be disturbed?

no

B. Are there waterways (e.g. river, creek, pond, natural pool or dry streambed) adjacent to or within the limits of the project or State Highway right-of-way?

no

C. Is the proposed project located within five miles of the coast line?

no

D. Will the proposed project generate construction noise levels greater than 86 dBA (e.g. jack-hammering, pile driving)?

no

E. Will the proposed project incorporate land from a public park, recreation area or wildlife refuge open to the public?

no

F. Are there any recreational trails or paths within the limits of the proposed project or State Highway right-of-way?

no

G. Will the proposed project impact any structures, buildings, rail lines or bridges within State Highway right-of-way?

no

H. Will the proposed project impact access to any businesses or residences?

no

I. Will the proposed project impact any existing public utilities or public services?

no

J. Will the proposed project impact existing pedestrian facilities, such as sidewalks, crosswalks or overcrossings?

no

K. Will new lighting be constructed within or adjacent to State Highway right-of-way?

no

19. Will this project cause a substantial change in the significance of a historical resource (45 years or older), or cultural resource?  YES  NO  
(If "YES", provide a description)

20. Is this project on an existing State Highway or street where the activity involves removal of a scenic resource including a significant tree or stand of trees, a rock outcropping or a historic building?  YES  NO (If "YES", provide a description)

21. Is work being done on the applicant's property?  YES  NO (If "YES", attach 6 complete sets of site and grading plans.)

22. Will the proposed project require the disturbance of soil?  YES  NO  
If "YES", estimate the area within State Highway right-of-way in square feet AND acres: \_\_\_\_\_ (ft<sup>2</sup>) AND \_\_\_\_\_ (acres)  
estimate the area outside of State Highway right-of-way in square feet AND acres: \_\_\_\_\_ (ft<sup>2</sup>) AND \_\_\_\_\_ (acres)

23. Will the proposed project require dewatering?  YES  NO  
If "YES", estimate total gallons AND gallons/month. \_\_\_\_\_ (gallons) AND \_\_\_\_\_ (gallons/month)  
SOURCE\*:  STORM WATER  NON-STORM WATER  
(\*See Caltrans SWMP for definitions of non-storm water discharge: <http://www.dot.ca.gov/hq/env/stormwater/index.htm>)

24. How will any storm water or ground water be disposed of from within or near the limits of the proposed project?  
 Storm Drain System  Combined Sewer / Storm System  Storm Water Retention Basin  
 Other (explain): \_\_\_\_\_

**STANDARD ENCROACHMENT PERMIT APPLICATION**

TR-0100 (REV. 03/2015)

PERMIT NO. \_\_\_\_\_

**PLEASE READ THE FOLLOWING CLAUSES PRIOR TO SIGNING THIS ENCROACHMENT PERMIT APPLICATION.**

The applicant, understands and herein agrees that an encroachment permit can be denied, and/or a bond required for non-payment of prior or present encroachment permit fees. Encroachment Permit fees may still be due when an application is withdrawn or denied, and that a denial may be appealed, in accordance with the California Streets and Highways Code, Section 671.5. All work shall be done in accordance with the California Department of Transportation's (Department) rules and regulations subject to inspection and approval.

The applicant, understands and herein agrees to the general provisions, special provisions and conditions of the encroachment permit, and to indemnify and hold harmless the State, its officers, directors, agents, employees and each of them (Indemnitees) from and against any and all claims, demands, causes of action, damages, costs, expenses, actual attorneys' fees, judgments, losses and liabilities of every kind and nature whatsoever (Claims) arising out of or in connection with the issuance and/or use of this encroachment permit and the placement and subsequent operation and maintenance of said encroachment for: 1) bodily injury and/or death to persons including but not limited to the Applicant, the State and its officers, directors, agents and employees, the Indemnitees, and the public; and 2) damage to property of anyone. Except as provided by law, the indemnification provisions stated above shall apply regardless of the existence or degree of fault of Indemnitees. The Applicant, however, shall not be obligated to indemnify Indemnitees for Claims arising from the sole negligence and willful misconduct of State, its officers, directors, agents or employees.

An encroachment permit is not a property right and does not transfer with the property to a new owner.

**COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) OF 1990:** All work within State Highway right-of-way shall be conducted in compliance with all applicable Federal, State and Local Access laws, regulations and guidelines including but not limited to the Americans with Disabilities Act Accessibility Guidelines (ADAAG), the Public Rights-of-Way Guidelines (PROWG), the Department's current Design Information Bulletin 82, "Pedestrian Accessibility Guidelines for Highway Projects", the Department's Encroachment Permits Manual and encroachment permit.

**DISCHARGES OF STORM WATER AND NON-STORM WATER:** All work within State Highway right-of-way shall be conducted in compliance with all applicable requirements of the National Pollutant Discharge Elimination System (NPDES) permit issued to the Department, to govern the discharge of storm water and non-storm water from its properties. Work shall also be in compliance with all other applicable Federal, State and Local laws and regulations, and with the Department's Encroachment Permits Manual and encroachment permit. Compliance with the Department's NPDES permit requires amongst other things, the preparation and submission of a Storm Water Pollution Protection Plan (SWPPP), or a Water Pollution Control Program (WPCP), and the approval of same by the appropriate reviewing authority prior to the start of any work. Information on the requirements may also be reviewed on the Department's Construction Website at:

<http://www.dot.ca.gov/hq/construc/stormwater>

25. NAME OF APPLICANT OR ORGANIZATION

City of Susanville

ADDRESS OF APPLICANT OR ORGANIZATION WHERE PERMIT IS TO BE MAILED (Include City and Zip Code)

66 North Lassen Street, Susanville, CA 96130

E-MAIL ADDRESS

kshepard@cityofsusanville.org

PHONE NUMBER

(530) 257-1041

FAX NUMBER

(530) 257-1057

26. NAME OF AUTHORIZED AGENT / ENGINEER (A "Letter of authorization" is required if different from #25)

Dan Newton

IS A LETTER OF AUTHORIZATION ATTACHED?

 YES NO

ADDRESS OF AUTHORIZED AGENT / ENGINEER (Include City and Zip Code)

720 South Street, Susanville, CA 96130

E-MAIL ADDRESS

dnewton@cityofsusanville.org

PHONE NUMBER

(530) 257-1045

FAX NUMBER

(530) 257-1057

27. NAME OF BILLING CONTACT (Same as #25  Same as #26 )

Kristin Shepard

BILLING ADDRESS WHERE INVOICE(S) IS/ARE TO BE MAILED (Include City and Zip Code)

720 South Street, Susanville, CA 96130

E-MAIL ADDRESS

kshepard@cityofsusanville.org

PHONE NUMBER

(530) 257-1047

FAX NUMBER

(530) 257-1057

28. SIGNATURE OF APPLICANT OR AUTHORIZED AGENT

29. PRINT OR TYPE NAME

Brian Wilson

30. TITLE

Mayor

31. DATE

Susanville, CA  
Traffic • Bicycling • Terrain



DETOUR ROUTE FOR CITY OF SUSANVILLE MAIN STREET CRUISE

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Susanville Area Office  
472-400 Diamond Crest Road  
Susanville, Ca 96130  
(530) 257-2191  
(800) 735-2929 (TT/TDD)  
(800) 735-2922 (Voice)



April 2, 2015

File No.: 140.11872.17561

Kristin Shepard  
City of Susanville Public Works  
720 South Street  
Susanville, CA 96130

Dear Ms. Shepard:

I was recently advised of the upcoming Annual Main Street Cruise to take place on Saturday, June 27, 2015 beginning at 2:00 PM till 6:00 PM.

The event is scheduled to take place on Main Street in Susanville between Weatherlow St and Roop St. This letter confirms the California Highway Patrol (CHP) has been informed and supports this event, provided all applicable permits are obtained and proper traffic controls are in place to ensure motorist and public safety.

If you have any questions regarding this letter, contact myself or Officer Shaun Simmons at (530) 257-2191.

Sincerely,

A handwritten signature in black ink, appearing to read "J. A. Micheletti".

J. A. MICHELETTI, Captain  
Commander  
Susanville Area



*City of Susanville*

# POLICE DEPARTMENT

Thomas V. Downing, Chief of Police  
*Pride in Service—Service with Pride*

---

March 31, 2015

Cal Trans District II  
PO Box 496073  
Redding, CA 96049-6073

City of Susanville  
Public Work's Dept  
720 South Street  
Susanville, CA 96130

Re: Main Street Cruise

I have received a request from the City regarding the 2015 Main Street Cruise scheduled for Saturday, June 27, 2015, from 2:00 pm – 6:00 pm. State Highway 36 will be closed between Roop St. and Weatherlow St. West and East bound traffic will be diverted from Cottage St. to Weatherlow St. Police Chief, Tom Downing has reviewed and approved the route closure.

Pancera Plaza, on S. Gay St. from Main St. to Cottage St. will also be closed for this event from 8:00 am – 8:00 pm. Police Chief, Tom Downing has also review and approved the street closure.

Sgt. Ryan Cochran, will be the Officer in Charge of the event. He can be reached at 530-257-5603.

Sincerely,



Denise Bera  
Admin Asst.

Tom Downing  
Chief of Police

Reviewed by:      City Administrator  
     City Attorney

- Motion only
- Public Hearing
- X   Resolution
- Ordinance
- Information

**Submitted by:** Kristin Shepard, Administrative Specialist

**Action Date:** April 15, 2015

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Resolution No. 15-5159 approving the annual 3rd Grade Lassen County History Day event scheduled for Friday, May 1, 2015, authorizing a fee waiver for the use of Memorial Park and the Community Center; and authorizing street closures

**PRESENTED BY:** Dan Newton, Public Works Director

**SUMMARY:** Lassen County Office of Education is sponsoring their annual 3rd Grade History Day event scheduled for Friday, May 1, 2015. They have requested the closure of North St. from North Weatherlow St. to Grand Ave. on Friday, May 1, 2015, from 11:30 am to 2:30 pm to general vehicle traffic except emergency vehicles.

Lassen County Office of Education has requested a fee waiver for the use of Memorial Park (\$106) and the Community Center (\$164) on May 1, 2015, totaling a fee waiver of \$270.

**FISCAL IMPACT:** Fee waiver in the amount of \$270

**ACTION REQUESTED:** Motion to adopt Resolution No. 15-5159 approving the annual 3rd Grade Lassen County History Day event scheduled for Friday, May 1, 2015, sponsored by the Lassen County Office of Education; authorizing a fee waiver to Lassen County Office of Education in the amount of \$270 for the use of Memorial Park and the Community Center; and authorizing closure of North St. from North Weatherlow St. to Grand Ave. on Friday, May 1, 2015, from 11:30 am to 2:30 pm to general vehicle traffic except emergency vehicles.

**ATTACHMENTS:** Resolution No. 15-5159  
Letter of Request from Lassen County Office of Education



# Lassen County Office of Education

472-013 Johnstonville Road North · Susanville, CA 96130-8752

530.257.2196 Fax 530.257.2518

Patricia Gunderson, Superintendent

April 1, 2015

Mr. Dan Newton, P.E.  
Public Works Director  
City of Susanville  
720 South St.  
Susanville, CA 96130

Mr. Newton:

The Lassen County Office of Education is sponsoring 3<sup>rd</sup> Grade Lassen County History Day in Susanville on May 1, 2015. Students will be guided around some of the historic buildings, murals, and sites uptown in the morning. After their uptown tour, they will walk to Roop's Fort and the Historical Society, where they will eat lunch. After lunch, students will be participating in hands on pioneering activities at Memorial Park. We have invited dozens of local volunteers to help present the history of Lassen County to nearly 300 local students.

Due to the number of students and volunteers, as well as the nature of the activities presented in Memorial Park, we would like to request the closure of North Street between North Weatherlow Street and Grand Ave. This will help increase safety for our students, and ease the congestion caused by the busses dropping off and picking up students. Last year, North St. was closed for this event, and participants felt like this was an important safety feature.

Please feel free to contact me with any questions.

Best Regards,

A handwritten signature in black ink, appearing to read "Bob Nielsen".

Bob Nielsen  
3<sup>rd</sup> Grade Day Coordinator

*Please see attached map, as requested.*

Susanville Public Works Dept.

APR 03 2015

RECEIVED





Source: Esri, DigitalGlobe, GeoEye, IGN, GeoEye, USDA, USGS, AeroGRID, IGN, IGP, swisstopo, and the GIS User Community

**RESOLUTION NO. 15-5159**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE APPROVING THE ANNUAL 3RD GRADE LASSEN COUNTY HISTORY DAY EVENT SCHEDULED FOR MAY 1, 2015, SPONSORED BY LASSEN COUNTY OFFICE OF EDUCATION; AUTHORIZING A FEE WAIVER TO LASSEN COUNTY OFFICE OF EDUCATION IN THE AMOUNT OF \$270 FOR THE USE OF MEMORIAL PARK AND THE COMMUNITY CENTER; AUTHORIZING CLOSURE OF NORTH STREET FROM NORTH WEATHERLOW STREET TO GRAND AVENUE ON FRIDAY MAY 1, 2015, FROM 11:30 AM TO 2:30 PM.**

**WHEREAS**, Lassen County Office of Education will be sponsoring the annual 3rd Grade Lassen County History Day event on Friday, May 1, 2015, from 11:30 am to 2:30 pm; and

**WHEREAS**, the 3rd Grade Lassen County History Day event is a benefit to the City of Susanville; and

**WHEREAS**, Lassen County Office of Education has requested a fee waiver in the amount of \$270 for the use of Memorial Park and the Community Center for May 1, 2015; and

**WHEREAS**, Lassen County Office of Education has request closure of North St. from North Weatherlow Street to Grand Avenue on Friday, May 1, 2015, from 11:30 am to 2:30 pm to general vehicle traffic except emergency vehicles.

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

- 1) That the Annual 3rd Grade Lassen County History Day event, to be held on May 1, 2015, is approved and supported by the City of Susanville.
- 2) That the fee of \$270 for the use of Memorial Park and the Community Center on May 1, 2015, is waived for Lassen County Office of Education.
- 3) That the closure of North St. from North Weatherlow Street to Grand Avenue on Friday, May 1, 2015, from 11:30 am to 2:30 pm to general vehicle traffic except emergency vehicles authorized.

APPROVED: \_\_\_\_\_  
Brian R. Wilson, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April, 2015, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney

Reviewed by:         City Administrator  
    City Attorney

    Motion only  
    Public Hearing  
  X   Resolution  
    Ordinance  
    Information

**Submitted By:** Deborah Savage, Finance Manager

**Action Date:** April 15, 2015

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 15-5160** Approving and authorizing the City Administrator to sign Letter of Engagement for auditing services with Badawi & Associates for the fiscal year 2014-2015

**PRESENTED BY:** Deborah Savage, Finance Manager

**SUMMARY:** In April 2013, the City issued a Request for Proposal (RFP) for auditing services. Badawi and Associates were selected and a contract was issued. The firm has provided effective and competent service, and staff recommends authorizing an extension of their contract to include the auditing services for the fiscal year 2014-2015.

**FISCAL IMPACT:** Contract for auditing services for fiscal year 2014-2015 not to exceed \$29,705.

**ACTION REQUESTED:** Motion to approve Resolution No. 15-5160, Approving and authorizing the City Administrator to sign Letter of Engagement for auditing services with Badawi & Associates for the fiscal year 2014-2015

**ATTACHMENTS:** Resolution No. 15-5160  
Letters of Engagement  
Copy of Pricing Proposal

**RESOLUTION NO. 15-5160**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE LETTERS OF**  
**ENGAGEMENT FOR PROFESSIONAL AUDITING SERVICES WITH BADAWI &**  
**ASSOCIATES FOR FISCAL YEAR 2014-2015**

**WHEREAS**, the City of Susanville is required to have an annual audit of its financial statements;

**WHEREAS**, the City Council has determined that auditing services are best provided by Badawi & Associates, CPAs;

**WHEREAS**, Badawi & Associates, CPAs have agreed to perform auditing services for the City of Susanville.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Susanville hereby approves and authorizes the City Administrator to execute letters of engagement for professional auditing services for the fiscal year 2014-2015.

Dated: April 15, 2015

APPROVED: \_\_\_\_\_  
Brian R. Wilson, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular adjourned meeting of the City Council of the City of Susanville held on the 15th day of April, 2015 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney



April 8, 2015

The Honorable Mayor and Members  
of the City Council of the City of Susanville  
c/o Mr. Jared Hancock  
City Administrator  
City of Susanville  
66 N. Lassen Street  
Susanville, CA 96130

We are pleased to confirm our understanding of the services we are to provide City of Susanville (City) for the year ended June 30, 2015. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule – General Fund and Major Special Revenue Funds
- 3) Funding Status of Pension Plans

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining Statements of Non-Major Funds
- 2) Budgetary Comparison Schedule - Other Major Governmental Funds
- 3) Budgetary Comparison Schedule -Non-Major Governmental Funds

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory Sections
- 2) Statistical Sections

#### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Mayor and members of the City Council of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter

paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

### **Management Responsibilities**

Management is responsible for the financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying all federal awards received and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of your financial statements, and related notes. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for (a) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (b) following laws and regulations; (c) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (d) ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period



presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on June 8, 2015.

You are responsible for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

#### **Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures – Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to

design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

#### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

#### **Communication with Those Charged with Governance**

As part of our engagement, we are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process as well as other matters we believe should be communicated to those charged with governance. Generally accepted auditing standards do not require the auditor to design procedures for the purpose of identifying other matters to communicate with those charged with governance. Such matters include, but are not limited to, (1) the initial selection of and changes in significant accounting policies and their application; (2) the process used by management in formulating particularly sensitive accounting estimates and the basis for our conclusions regarding the reasonableness of those estimates; (3) all passed audit adjustments; (4) any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in the aggregate could be significant to the financial statements or our report; (5) our views about matters that were the subject of management's

consultation with other accountants about auditing and accounting matters; (6) major issues that were discussed with management in connection with the retention of our services, including, among other matters, any discussions regarding the application of accounting principles and auditing standards; (7) serious difficulties that we encountered in dealing with management related to the performance of the audit; and (8) matters relating to our independence as your auditors.

### **Reproduction of Auditor's Report**

If you intend to publish or otherwise reproduce the financial statements and make reference to our Firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed. In addition, to avoid unnecessary delay or misunderstanding, it is important that you give us timely notice of your intention to issue any such document.

### **Assistance By Your Personnel**

We will ask that your personnel, to the extent possible, prepare required schedules and analyses, and make selected invoices and other required documents available to our staff. This assistance by your personnel will serve to facilitate the progress of our work and minimize our time requirements.

### **Independence**

Professional standards require that a firm and its members maintain independence throughout the duration of the professional relationship with a client. In order to preserve the integrity of our relationship, no offer of employment shall be discussed with any Badawi & Associates professionals assigned to the audit, during the one year period prior to the commencement of the year end audit. Should such an offer of employment be made, or employment commences during the indicated time period, we will consider this an indication that our independence has been compromised. As such, we may be required to recall our auditors' report due to our lack of independence. In the event additional work is required to satisfy independence requirements, such work will be billed at our standard hourly rates.

### **Engagement Administration, Fees, and Other**

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data

Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Badawi and Associates, CPAs and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a Cognizant or Oversight Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Badawi and Associates, CPAs personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

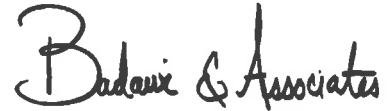
We expect to begin our audit on approximately June 8, 2015 and to issue our reports no later than December 15, 2015. Ahmed Badawi, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee is based on certain assumptions, including the required assistance described above. To the extent that certain circumstances including but not limited to those listed in Appendix A, arise during the engagement, our fee estimate may be significantly affected and additional fees may be necessary. Additional services provided beyond the described scope of services will be billed separately with the prior written authorization from the City.

City of Susanville  
April 8, 2015  
Page 9

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Badawi & Associates  
Certified Public Accountants  
Oakland, California

RESPONSE:

This letter correctly sets forth the understanding of the City.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Appendix A  
**Circumstances Affecting Timing and Fee Estimate**

The estimated fees are based on certain assumptions. Circumstances may arise during the engagement that may significantly affect the targeted completion dates and our fee estimate. As a result, additional fees may be necessary. Such circumstances include but are not limited to the following:

1. Changes to the timing of the engagement at your request. Changes to the timing of the engagement usually require reassignment of personnel used by Badawi & Associates in the performance of services hereunder. However, because it is often difficult to reassign individuals to other engagements, we may incur significant unanticipated costs.
2. All requested schedules are not (a) provided by the accounting personnel on the date requested, (b) completed in a format acceptable to Badawi & Associates (c) mathematically correct, or (d) in agreement with the appropriate underlying records (e.g., general ledger accounts). We will provide the accounting personnel with a separate listing of required schedules and deadlines.
3. Weaknesses in the internal control structure.
4. Significant new issues or unforeseen circumstances as follows:
  - a. New accounting issues that require an unusual amount of time to resolve.
  - b. Changes or transactions that occur prior to the issuance of our report.
  - c. Changes in the Entity's accounting personnel, their responsibilities, or their availability.
  - d. Changes in auditing requirements set by regulators.
5. Significant delays in the accounting personnel's assistance in the engagement or delays by them in reconciling variances as requested by Badawi & Associates. All invoices, contracts and other documents which we will identify for the Entity, are not located by the accounting personnel or made ready for our easy access.
6. A significant level of proposed audit adjustments are identified during our audit.
7. Changes in audit scope caused by events that are beyond our control.
8. Untimely payment of our invoices as they are rendered.



April 8, 2015

The Honorable Mayor and Members  
of the City Council of the City of Susanville  
c/o Mr. Jared Hancock  
City Administrator  
City of Susanville  
66 N. Lassen Street  
Susanville, CA 96130

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the City of Susanville ("City").

We will apply the agreed-upon procedures which the League of California Cities (collectively referred to as "the Specified Parties") have specified, listed in the schedule below, to the Appropriations Limit Schedule of the City for the year ending June 30, 2016. This engagement is solely to assist the City in determining whether the City's Appropriation Limit was calculated correctly in accordance with specified laws and regulations. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which this report has been requested or for any other purpose. If, for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement.

Because the agreed-upon procedures listed in the schedule below do not constitute an examination, we will not express an opinion on Appropriations Limit Schedule for the fiscal year ending June 30, 2016. In addition, we have no obligation to perform any procedures beyond those listed in the schedule below.

We will submit a report listing the procedures performed and our findings. This report is intended solely for the use of the specified parties, and should not be used by anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

You are responsible for the presentation of the Appropriations Limit Schedule for the year ending June 30, 2016 in accordance with the Article XIII-B of the California Constitution; and for selecting the criteria and determining that such criteria are appropriate for your purposes.



List of agreed-upon procedures to be performed:

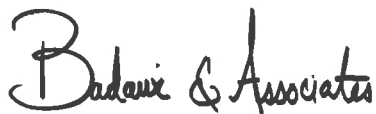
1. We will obtain the completed worksheets used by the City to calculate its appropriations limit for the fiscal year ending June 30, 2016, and determine that the limit and annual calculation factors are adopted by resolution of City Council. We also will determine that the population and inflation options are selected by a recorded vote of City Council.
2. For the Appropriations Limit Schedule, we will add the prior year's limit to the total adjustments, and agree the resulting amount to the current year's limit.
3. We will agree the current year information presented in the Appropriations Limit Schedule to corresponding information in worksheets used by the City.
4. We will agree the prior year appropriations limit presented in the Appropriations Limit Schedule to the prior year appropriations limit adopted by the City Council during the prior year.

We expect to begin our engagement on approximately June 8, 2015 and to issue our reports no later than December 15, 2015. Ahmed Badawi is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee is based on certain assumptions, including the required assistance described above. To the extent that certain circumstances including but not limited to those listed in Appendix A, arise during the engagement, our fee estimate may be significantly affected and additional fees may be necessary. Additional services provided beyond the described scope of services will be billed separately with the prior written authorization from the City.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

Very truly yours,



Badawi & Associates

Certified Public Accountants

Oakland, California

City of Susanville  
April 8, 2015  
Page 3

RESPONSE:

This letter correctly sets forth the understanding of the City of Susanville.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Appendix A  
**Circumstances Affecting Timing and Fee Estimate**

The estimated fees are based on certain assumptions. Circumstances may arise during the engagement that may significantly affect the targeted completion dates and our fee estimate. As a result, additional fees may be necessary. Such circumstances include but are not limited to the following:

1. Changes to the timing of the engagement at your request. Changes to the timing of the engagement usually require reassignment of personnel used by Badawi & Associates in the performance of services hereunder. However, because it is often difficult to reassign individuals to other engagements, we may incur significant unanticipated costs.
2. All requested schedules are not (a) provided by the accounting personnel on the date requested, (b) completed in a format acceptable to Badawi & Associates (c) mathematically correct, or (d) in agreement with the appropriate underlying records (e.g., general ledger accounts). We will provide the accounting personnel with a separate listing of required schedules and deadlines.
3. Weaknesses in the internal control structure.
4. Significant new issues or unforeseen circumstances as follows:
  - a. New accounting issues that require an unusual amount of time to resolve.
  - b. Changes or transactions that occur prior to the issuance of our report.
  - c. Changes in the Entity's accounting personnel, their responsibilities, or their availability.
  - d. Changes in auditing requirements set by regulators.
5. Significant delays in the accounting personnel's assistance in the engagement or delays by them in reconciling variances as requested by Badawi & Associates. All invoices, contracts and other documents which we will identify for the Entity, are not located by the accounting personnel or made ready for our easy access.
6. A significant level of proposed audit adjustments are identified during our audit.
7. Changes in audit scope caused by events that are beyond our control.
8. Untimely payment of our invoices as they are rendered.

**Proposed  
Pricing**

<b>Schedule of Professional Fees and Expenses to Support the Total All-Inclusive Maximum Price</b>				
<b>Positions</b>	<b>Hours</b>	<b>Standard Hourly Rates</b>	<b>Quoted Hourly Rates</b>	<b>Total</b>
Partners	30	200	150	\$ 4,500
Manager	60	150	120	7,200
Senior	85	125	85	7,225
Staff	115	100	70	8,050
Admin	5	75	65	325
I.T Specialist	5	150	140	700
Out-of-Pocket Expenses				-
<b>Total</b>	<b>300</b>			<b>\$ 28,000</b>

<b>All-Inclusive Maximum Price</b>				
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>Total</b>
City	\$ 25,000	\$ 25,750	\$ 26,523	\$ 77,273
Single Audit	3,000	3,090	3,183	9,273
<b>Total</b>	<b>\$ 28,000</b>	<b>\$ 28,840</b>	<b>\$ 29,705</b>	<b>\$ 86,545</b>



Reviewed by:     City Administrator  
    City Attorney

    Motion only  
    Public Hearing  
    Resolution  
    Ordinance  
  X   Information

**Submitted by:** Dan Newton, Public Works Director

**Action Date:** April 15, 2015

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Emergency Water Regulations report

**PRESENTED BY:** Dan Newton, Public Works Director

**SUMMARY:** On April 1, 2015, Governor Jerry Brown issued an Executive Order (B-29-15) that requires the State Water Resources Control Board (Water Board) to impose restrictions to achieve a statewide 25% water reduction in potable urban water use. This Executive Order is in addition to two previous proclamations/executive orders issued by the Governor and regulations adopted by the Water Board.

In July 2014, the Water Board adopted emergency water regulations requiring urban water suppliers to adopt the stage of their Water Shortage Contingency Plans that place restrictions on outdoor watering. These regulations were to expire in 270 days unless extended by the Water Board. Due to the continued drought conditions, in March 2015 the Water Board extended the emergency water regulation and added additional items to the list of restricted practices. The biggest change for Susanville is adhering to additional reporting requirements.

The Governor's Executive Order will lead to additional regulations. Some of the key provisions that are subject to regulation are as follows:

- The State Water Resources Control Board (Water Board) shall impose restrictions to achieve a statewide 25% reduction in potable urban water usage through February 28, 2016. These restrictions will require water suppliers to California's cities and towns to reduce usage as compared to the amount used in 2013. These restrictions should consider the relative per capita water usage of each water suppliers' service area, and require that those areas with high per capita use achieve proportionally greater reductions than those with low use. The California Public Utilities Commission is requested to take similar action with respect to investor-owned utilities providing water services.
- The Water Board shall impose restrictions to require that commercial, industrial, and institutional properties, such as campuses, golf courses, and cemeteries, immediately implement water efficiency measures to reduce potable water usage in an amount consistent with the reduction targets mandated by Directive 2 of this Executive Order.
- The Water Board shall prohibit irrigation with potable water of ornamental turf on public street medians.

- The Water Board shall prohibit irrigation with potable water outside of newly constructed homes and buildings that is not delivered by drip or microspray systems.
- The Water Board shall direct urban water suppliers to develop rate structures and other pricing mechanisms, including but not limited to surcharges, fees, and penalties, to maximize water conservation consistent with statewide water restrictions. The Water Board is directed to adopt emergency regulations, as it deems necessary, pursuant to Water Code section 1058.5 to implement this directive. The Water Board is further directed to work with state agencies and water suppliers to identify mechanisms that would encourage and facilitate the adoption of rate structures and other pricing mechanisms that promote water conservation. The California Public Utilities Commission is requested to take similar action with respect to investor-owned utilities providing water services.
- The Water Board shall require urban water suppliers to provide monthly information on water usage, conservation, and enforcement on a permanent basis.

On April 7, 2015, the Water Board Published 3 documents, which are attached for reference. The documents are as follows:

- 1) Mandatory Conservation Achieving a 25% Statewide Reduction in Potable Urban Water Use Fact Sheet.
- 2) Mandatory Conservation Proposed Regulatory Framework
- 3) Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction

The proposed regulatory framework involves a tiered structure that places communities into four tiers based on water use daily per capita. Susanville falls under Tier 4, which requires a 35% reduction.

**FISCAL IMPACT:** The estimated fiscal impact is being developed and is dependent upon several factors including the requirements of the final regulations. Due to the City's tiered rate system, a detailed analysis is required to estimate the anticipated loss of revenue. The regulation will require urban water suppliers to develop rate structures, etc to maximize water conservation, which will impact revenues as well.

**ACTION REQUESTED:** Receive report. Provide Direction to Staff.

**ATTACHMENTS:**

- 1) Mandatory Conservation Achieving a 25% Statewide Reduction in Potable Urban Water Use Fact Sheet
- 2) Mandatory Conservation Proposed Regulatory Framework
- 3) Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction

## MANDATORY CONSERVATION PROPOSED REGULATORY FRAMEWORK

The Governor's April 1, 2015 Executive Order directs the State Water Board to impose restrictions to achieve an aggregate statewide 25% reduction in potable urban water use through February 2016. The Executive Order stipulates the 25% reduction in water use as compared to 2013, but proposes flexibility in how to achieve this reduction in recognition of the level of conservation already achieved by many communities around the State.

Input Requested: The State Water Board is interested in receiving feedback on these regulatory concepts as well as other ideas on how a 25% reduction could be structured. Please submit comments and ideas on the proposed framework by email to Jessica Bean at [Jessica.Bean@waterboards.ca.gov](mailto:Jessica.Bean@waterboards.ca.gov) by April 13, 2015.

### Urban Water Suppliers

- I. **Apportioning Water Supplier Reductions:** The Executive Order directs the State Water Board to consider the relative per capita water usage of each water suppliers' service area, and have those areas with high per capita use achieve proportionally greater reductions than those with low use. Reporting on residential per capita (R-GPCD) water use began in October 2014 for the September 2014 reporting period. Residential per capita water use is highest during the summer months when outdoor irrigation demand is high. Reported summertime water use is also generally more consistent because the weather varies less from year to year than during the winter. Accordingly, September 2014 R-GPCD serves as a reasonable basis for placement of the 411 urban water suppliers into five categories as follows:

R-GPCD Range (Sept 2014)	# of Suppliers within Range	Conservation Standard
Under 55	18	10%
55-110	126	20%
110-165	132	25%
Over 165	135	35%

The proposed breakdown of water suppliers into R-GPCD groupings with corresponding conservation standards is intended to equitably and effectively achieve a 25% aggregate statewide reduction in potable urban water use.

II. **New Reporting Requirements:** To assess compliance by commercial, industrial, and institutional (CII) sector customers and actions taken by urban water suppliers to reduce CII sector use, the following additional reporting requirements are proposed:

- Monthly commercial sector use;
- Monthly large landscape commercial customer use (e.g. golf courses, amusement parks);
- Monthly industrial sector use;
- Monthly institutional sector use; and
- Monthly large landscape institutional customer use (e.g. cemeteries, college campuses).

Reporting requirements under the existing Emergency Regulation that took effect March 27, 2015, will remain in effect.

III. **Compliance Assessment:** To determine if urban water suppliers are meeting required use reductions, water production data, as reported by each individual water supplier for the months of June 2015 through February 2016, will be compared to the same period(s) in 2013. Given the severity of the current drought, the State Water Board will assess suppliers' compliance for both monthly and cumulative water usage reductions.

IV. **Enforcement:**

The State Water Board has a variety of tools available to enforce its regulations:

- Informal enforcement, such as warning letters, can provide a clear reminder to water suppliers of the requirements and an alert that their conservation programs are not achieving the desired water savings. Warning letters would generally not be accompanied by monetary penalties
- Formal enforcement actions include Cease and Desist Orders (CDO) to stop non-compliant activity. These Orders generally contain a description of the specific actions, and a timeline for implementing them, required for the recipient to return to compliance. Non-compliance with a CDO during a drought emergency, such as the current one, can result in a complaint to assess Administrative Civil Liabilities of up to \$10,000 for each day of non-compliance.

In addition to these existing tools, other tools may be needed to ensure compliance for the short duration of the regulations. These tools would be developed through the emergency rulemaking and would remain in effect for its duration (270 days unless extended by the State Water Board). The tools include:



- Informational Orders that would enable the Board to require specific data and other facts on conservation practices if conservation targets are not being met.
- Conservation Orders that would go into effect immediately upon receipt, as opposed to CDOs that can only be issued and enforced after the State Water Board holds an evidentiary hearing, if one is requested. A conservation order would describe the specific actions required for the recipient to come into compliance with the requirements of the regulation. Issuance of a conservation order would be subject to reconsideration by the Board and violation of a conservation order would not be subject to the enhanced penalties associated with violation of a CDO during a drought emergency.

The tools will be used alone, or in combination, to address the following compliance problems:

- Failure of water suppliers to file reports as required by the regulation;
- Failure to implement prohibitions and restrictions as described in the Governor's Executive Orders and the emergency regulation; and
- Failure of water suppliers to meet the assigned water use reduction target.

## Small Water Suppliers

There are over 2,600 small water suppliers (those with fewer than 3,000 service connections) that provide water to over 1.5 million Californians. Under the existing Emergency Regulation that took effect March 27, 2015, these suppliers are required to either limit outdoor irrigation to no more than two times per week or to institute measures that achieve a 20% reduction in use. Small suppliers are not required to report their water production to the Board, but are expected to have the data available on request. Small suppliers will need to contribute to achieving the statewide 25% potable urban water use reduction called for in the Executive Order.

- I. **Apportioning Water Supplier Reductions:** Up until the release of the April 1, 2015 Executive Order, all water suppliers were being asked to achieve a voluntary 20% reduction in water use. The existing emergency regulation assigns responsibilities to both larger urban water suppliers and small suppliers to restrict irrigation to achieve the 20% reduction target. Under this proposal, small water suppliers would be required to achieve a 25% water savings as compared to their 2013 water use under the new regulation.

- II. **Reporting Requirements:** To date, small water suppliers have not been required to report on their water use or conservation measures. Small suppliers would now be directed to provide a one-time report to the State Water Board, 180 days after the effective date of the new emergency regulation, addressing at a minimum:
- Potable water production from June-November 2013 and June-November 2015;
  - The number of days per week outdoor irrigation is allowed and other restrictions implemented to achieve a 25% water use reduction; and
  - Specific restrictions on CII sector use.
- III. **Compliance Assessment:** Compliance would be based upon whether small suppliers submitted the required data and met the 25% water use reduction requirement.
- IV. **Enforcement:** The State Water Board may use any of the tools discussed above, as appropriate.

### **Additional Prohibitions and End-User Requirements**

The State Water Board's existing emergency regulation includes a number of water use prohibitions that apply to all Californians and end-user restrictions that apply to specific water users, such as restaurants and hotels. These existing restrictions will remain in effect, and consistent with the Executive Order, the following new prohibitions will be put in place:

- The use of potable water outside of newly constructed homes and buildings that is not delivered by drip or micro-spray systems will be prohibited; and
- The use of potable water to irrigate ornamental turf on public street medians will be prohibited.

The State Water Board will also consider adding requirements for large landscape users (e.g. commercial, industrial, institutional) not served by either type of water supplier discussed above to achieve the 25% statewide reduction in potable urban water use.

**MANDATORY CONSERVATION**  
**ACHIEVING A 25% STATEWIDE REDUCTION IN POTABLE URBAN WATER USE**  
**FACT SHEET**

**Background**

With California facing one of the most severe droughts on record, Governor Brown declared a drought State of Emergency in January 2014. Since that time, the Governor has issued three additional Executive Orders directing actions to prepare for water shortages. For the first time in state history, the Governor, in his April 1, 2015 Executive Order, directed the State Water Board to implement mandatory water reductions in cities and towns across California to reduce potable urban water usage by 25 percent statewide. This savings amounts to approximately 1.3 million acre-feet of water over the next nine months, or nearly as much water as is currently in Lake Oroville. To achieve these savings, the State Water Board is expediting emergency regulations to set usage targets for communities around the State.

**Applicability**

The mandatory water reductions, along with specific restrictions on commercial, industrial and institutional irrigation uses, apply to urban water suppliers as defined in water code section 10617, excluding wholesalers. Generally, urban water suppliers serve more than 3,000 customers or deliver more than 3,000 acre feet of water per year. Suppliers regulated by the Public Utilities Commission are included in the mandatory water restrictions. The Executive Order requests that the Public Utilities Commission require investor-owned water utilities to implement reductions consistent with the State Water Board requirements for all other urban water suppliers. The specific restrictions and prohibitions on water use in the Executive Order apply to all Californians and are in addition to the specific restrictions and prohibitions contained in the emergency conservation regulation approved by the Office of Administrative Law (OAL) on March 27, 2015.

**Proposed Schedule**

The State Water Board is expediting the development and adoption of additional regulations to implement the new restrictions and prohibitions contained in the Executive Order. There will be several opportunities for stakeholder involvement prior to the release of the formal notice of emergency rulemaking. The first opportunity follows the release of a Proposed Regulatory Framework and the second will follow the release of draft a regulation, as follows:

- |  |                         |
|--|-------------------------|
| • Governor issues Drought Executive Order  | <b>April 1, 2015</b>    |
| • Notice announcing release of draft regulatory framework and request for public comment | <b>April 7, 2015</b>    |
| • Notice announcing release of draft regulation for informal public comment              | <b>April 17, 2015</b>   |
| • Emergency rulemaking formal notice   | <b>April 28, 2015</b>   |
| • Board hearing and adoption   | <b>May 5 or 6, 2015</b> |

## Content of Emergency Rulemaking Package

This rulemaking package will address the following provisions of the April 1, 2015 Executive Order:

- Ordering Provision 2: Mandatory 25% reduction in potable urban water use;
- Ordering Provision 5: Commercial, industrial and institutional potable water use reductions;
- Ordering Provision 6: Prohibition on using potable water for irrigation of ornamental turf in street medians; and
- Ordering Provision 7: Prohibition on using potable water for irrigation outside of new home construction without drip or micro-spray systems.

Rate structures and other pricing mechanisms, which are very important tools for reducing water use, will be taken up in the coming weeks as required by Ordering Provision 8.

## How You Can Help

To meet a mid-May to June 1 timeline for implementation of the emergency regulation, interested persons and organizations will be requested to provide input within one week of a document's release. To assist the Board in most thoughtfully addressing this dire situation, please consider the following general questions as you prepare your comments:

1. Are there other approaches to achieve a 25% statewide reduction in potable urban water use that would also impose a greater responsibility on water suppliers with higher per capita water use than those that use less?
2. How should the regulation differentiate between tiers of high, medium and low per capita water users?
3. Should water suppliers disclose their list of actions to achieve the required water reductions?
4. Should these actions detail specific plans for potable water use reductions in the commercial, industrial, and institutional (CII) sectors?
5. Should additional information be required in the monthly conservation reports for urban water suppliers to demonstrate progress towards achieving the required water reductions?
6. How and when should compliance with the required water reductions be assessed?
7. What enforcement response should be considered if water suppliers fail to achieve their required water use reductions?

## How to Provide Input

Information including discussion drafts, draft regulations and related materials will be available on the State Water Board's website at:

[http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/drought/emergency\\_mandatory\\_regulations.shtml](http://www.waterboards.ca.gov/waterrights/water_issues/programs/drought/emergency_mandatory_regulations.shtml). Clear and concise written comment and questions can be sent to Jessica Bean at [jessica.bean@waterboards.ca.gov](mailto:jessica.bean@waterboards.ca.gov).

Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Cambria Community Services District	166,216,813	95,513,570	70,703,243	43%	1	10%	40.0
Vernon City of	1,907,061,769	1,788,380,162	118,681,607	6%	1	10%	43.7
Santa Cruz City of	2,527,700,000	1,933,400,000	594,300,000	24%	1	10%	44.9
Seal Beach City of	905,215,264	856,337,550	48,877,714	5%	1	10%	45.3
San Francisco Public Utilities Commission	20,365,410,000	18,717,900,000	1,647,510,000	8%	1	10%	45.7
California Water Service Company South San Francisco	2,075,673,590	1,907,534,254	168,139,336	8%	1	10%	46.1
California Water Service Company East Los Angeles	3,998,522,861	3,819,956,279	178,566,582	4%	1	10%	48.2
Coastside County Water District	565,550,000	524,430,000	41,120,000	7%	1	10%	48.2
California-American Water Company Monterey District	2,903,844,543	2,590,336,368	313,508,175	11%	1	10%	49.3
California-American Water Company San Diego District	2,795,094,888	2,578,195,144	216,899,744	8%	1	10%	49.4
East Palo Alto, City of	409,886,088	454,911,335	-45,025,247	-11%	1	10%	49.7
Golden State Water Company Bell-Bell Gardens	1,279,423,043	1,208,354,847	71,068,196	6%	1	10%	50.0
Arcata City of	499,104,000	495,047,000	4,057,000	1%	1	10%	50.2
North Coast County Water District	809,332,364	713,333,361	95,999,003	12%	1	10%	51.2
Hayward City of	4,474,967,937	3,957,222,483	517,745,455	12%	1	10%	52.2
Grover Beach City of	352,828,667	208,202,769	144,625,897	41%	1	10%	52.7
Westborough Water District	257,568,499	213,776,790	43,791,709	17%	1	10%	54.2
Daly City City of	1,888,066,301	1,622,632,784	265,433,517	14%	1	10%	55.6
Park Water Company	2,833,164,110	2,598,821,539	234,342,571	8%	2	20%	55.8
San Bruno City of	929,865,974	849,620,197	80,245,777	9%	2	20%	58.3
Port Hueneme City of	500,546,894	456,100,759	44,446,135	9%	2	20%	59.9
Soquel Creek Water District	1,046,626,000	826,889,000	219,737,000	21%	2	20%	60.3
Paramount City of	1,628,999,712	1,623,382,034	5,617,679	0%	2	20%	61.2
Golden State Water Company Bay Point	512,238,443	452,672,802	59,565,641	12%	2	20%	61.9
Amador Water Agency	899,761,000	773,623,400	126,137,600	14%	2	20%	61.9
Golden State Water Company Florence Graham	1,246,577,219	1,227,482,326	19,094,894	2%	2	20%	62.1
Compton City of	1,858,895,919	1,837,323,747	21,572,172	1%	2	20%	65.0
South Gate City of	2,066,696,383	2,017,629,675	49,066,708	2%	2	20%	66.5
Golden State Water Company Southwest	7,303,405,789	6,894,299,322	409,106,467	6%	2	20%	66.7
Estero Municipal Improvement District	1,137,677,797	1,077,438,670	60,239,127	5%	2	20%	67.2
California Water Service Company King City	428,820,478	403,729,918	25,090,560	6%	2	20%	67.2
Menlo Park City of	1,058,240,665	769,095,397	289,145,268	27%	2	20%	67.7
Huntington Park City of	1,171,761,731	1,128,423,492	43,338,240	4%	2	20%	67.8

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Golden State Water Company S San Gabriel	664,867,252	637,528,317	27,338,935	4%	2	20%	68.1
Oxnard City of	5,742,131,037	5,086,123,686	656,007,351	11%	2	20%	68.1
Redwood City City of	2,525,846,774	2,179,170,327	346,676,447	14%	2	20%	68.4
Morro Bay City of	316,836,255	281,236,756	35,599,499	11%	2	20%	69.5
Inglewood City of	2,457,964,645	2,284,776,001	173,188,643	7%	2	20%	70.0
Goleta Water District	3,523,431,480	3,053,227,871	470,203,609	13%	2	20%	70.0
Lompoc City of	1,253,200,000	1,106,800,000	146,400,000	12%	2	20%	70.5
City of Big Bear Lake, Dept of Water & Power	610,520,000	590,469,860	20,050,140	3%	2	20%	70.5
Sweetwater Springs Water District	208,544,913	177,491,272	31,053,641	15%	2	20%	71.4
Golden State Water Company Artesia	1,402,138,690	1,348,796,812	53,341,879	4%	2	20%	71.7
McKinleyville Community Service District	344,448,000	300,869,000	43,579,000	13%	2	20%	72.1
Golden State Water Company Norwalk	1,214,317,928	1,131,519,080	82,798,848	7%	2	20%	73.2
San Lorenzo Valley Water District	416,952,583	335,050,267	81,902,316	20%	2	20%	73.8
Mountain View City of	2,967,854,797	2,531,213,885	436,640,912	15%	2	20%	74.0
Sweetwater Authority	5,185,495,337	4,886,767,783	298,727,554	6%	2	20%	74.1
San Gabriel Valley Water Company	9,747,519,587	9,124,165,807	623,353,780	6%	2	20%	74.4
Marina Coast Water District	1,063,425,908	946,396,368	117,029,540	11%	2	20%	74.8
Santa Ana City of	9,729,076,397	9,323,684,636	405,391,760	4%	2	20%	77.1
Sunnyvale City of	4,612,426,949	3,920,970,221	691,456,728	15%	2	20%	77.3
Vallejo City of	4,410,308,000	4,020,375,000	389,933,000	9%	2	20%	77.5
Dublin San Ramon Services District	2,779,417,000	1,959,505,000	819,912,000	29%	2	20%	77.5
California Water Service Company Dominguez	8,444,765,582	8,077,205,172	367,560,410	4%	2	20%	78.3
Montebello Land and Water Company	859,407,071	791,398,619	68,008,451	8%	2	20%	78.5
Valley County Water District	2,033,127,821	1,853,913,772	179,214,049	9%	2	20%	78.8
Santa Barbara City of	3,348,530,727	2,632,951,217	715,579,509	21%	2	20%	78.9
American Canyon, City of	915,968,361	777,155,653	138,812,708	15%	2	20%	79.1
Santa Clara City of	5,338,900,000	4,749,500,000	589,400,000	11%	2	20%	79.4
Alameda County Water District	10,539,100,000	8,458,900,000	2,080,200,000	20%	2	20%	80.2
Crestline Village Water District	185,010,871	167,499,027	17,511,844	9%	2	20%	80.3
Monterey Park City of	649,960,000	594,880,000	55,080,000	8%	2	20%	80.4
California Water Service Company Redwood Valley	108,182,674	82,440,411	25,742,263	24%	2	20%	80.6
Scotts Valley Water District	311,979,632	253,857,835	58,121,797	19%	2	20%	81.0
Greenfield, City of	573,049,890	501,684,126	71,365,764	12%	2	20%	81.2

Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
California Water Service Company Mid Peninsula	3,986,792,209	3,551,780,554	435,011,655	11%	2	20%	81.5
San Diego City of	47,355,303,598	46,452,597,390	902,706,208	2%	2	20%	81.8
Long Beach City of	14,658,100,592	13,842,168,619	815,931,973	6%	2	20%	82.4
California Water Service Company Salinas District	4,612,101,098	4,065,974,106	546,126,992	12%	2	20%	82.9
Pomona City of	5,817,361,333	5,468,536,077	348,825,256	6%	2	20%	83.5
Rohnert Park City of	1,267,000,000	1,124,000,000	143,000,000	11%	2	20%	83.6
East Bay Municipal Utilities District	52,390,500,000	46,127,500,000	6,263,000,000	12%	2	20%	83.8
Lynwood City of	1,264,349,156	1,237,371,916	26,977,240	2%	2	20%	84.4
Hi-Desert Water District	744,117,577	733,074,472	11,043,105	1%	2	20%	85.2
Golden State Water Company Culver City	1,415,824,450	1,344,756,254	71,068,196	5%	2	20%	85.2
Hawthorne City of	1,070,747,789	1,135,592,223	-64,844,434	-6%	2	20%	85.6
Santa Rosa City of	5,454,466,874	4,447,473,373	1,006,993,501	18%	2	20%	86.5
Windsor, Town of	963,136,985	817,896,531	145,240,453	15%	2	20%	86.8
Millbrae City of	668,885,610	603,267,242	65,618,369	10%	2	20%	87.6
Burlingame City of	1,288,363,748	1,075,113,151	213,250,598	17%	2	20%	87.8
Great Oaks Water Company Incorporated	2,641,791,567	2,210,783,322	431,008,244	16%	2	20%	88.0
California Water Service Company Oroville	830,595,287	682,007,037	148,588,251	18%	2	20%	88.1
Westminster City of	3,064,371,990	2,956,971,359	107,400,630	4%	2	20%	88.2
San Buenaventura City of	4,446,346,994	3,813,888,925	632,458,069	14%	2	20%	88.9
Otay Water District	8,209,272,756	7,888,634,952	320,637,804	4%	2	20%	89.9
Fountain Valley City of	2,438,968,604	2,305,516,153	133,452,452	5%	2	20%	90.6
Santa Fe Springs City of	1,526,056,730	1,408,567,739	117,488,991	8%	2	20%	90.7
California Water Service Company Stockton	6,808,665,567	6,318,910,872	489,754,695	7%	2	20%	91.3
Golden State Water Company West Orange	4,000,477,969	3,830,090,258	170,387,711	4%	2	20%	91.9
Irvine Ranch Water District	15,406,744,246	15,015,266,341	391,477,904	3%	2	20%	92.3
Adelanto city of	1,091,834,544	993,603,394	98,231,150	9%	2	20%	92.4
Los Angeles Department of Water and Power	139,452,680,105	130,343,503,463	9,109,176,642	7%	2	20%	92.8
Crescent City City of	583,110,000	710,650,000	-127,540,000	-22%	2	20%	92.8
Hollister City of	832,612,930	742,476,980	90,135,950	11%	2	20%	92.9
Mesa Water District	4,434,609,825	4,283,056,327	151,553,499	3%	2	20%	92.9
California Water Service Company Hermosa/Redondo	2,984,799,071	2,983,495,666	1,303,406	0%	2	20%	93.4
Bellflower-Somerset Mutual Water Company	1,350,031,789	1,268,477,694	81,554,095	6%	2	20%	94.3
Rowland Water District	2,857,000,142	2,756,214,295	100,785,846	4%	2	20%	94.5

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Crescenta Valley Water District	1,200,433,997	1,043,760,838	156,673,159	13%	2	20%	94.5
San Jose Water Company	36,046,000,000	31,608,300,000	4,437,700,000	12%	2	20%	94.6
Azusa City of	5,165,530,597	4,670,763,054	494,767,543	10%	2	20%	95.0
El Segundo City of	1,692,179,532	1,788,496,457	-96,316,925	-6%	2	20%	95.4
Mid-Peninsula Water District	823,925,361	712,822,442	111,102,919	13%	2	20%	96.3
Calexico City of	1,524,360,000	1,440,570,000	83,790,000	5%	2	20%	96.8
Watsonville City of	2,045,660,752	1,803,744,576	241,916,176	12%	2	20%	96.9
Torrance City of	3,906,665,343	3,703,464,394	203,200,950	5%	2	20%	97.3
Lomita City of	591,013,026	547,632,425	43,380,600	7%	2	20%	97.4
Golden State Water Company Barstow	1,595,531,512	1,445,509,515	150,021,997	9%	2	20%	98.3
Escondido City of	4,625,134,351	4,059,907,513	565,226,838	12%	2	20%	98.8
Marin Municipal Water District	7,006,662,670	5,966,662,221	1,040,000,448	15%	2	20%	99.8
San Gabriel County Water District	1,612,133,643	1,485,957,453	126,176,190	8%	2	20%	100.5
Pittsburg City of	2,481,549,000	2,226,323,000	255,226,000	10%	2	20%	100.7
Huntington Beach City of	7,506,541,568	7,116,888,432	389,653,136	5%	2	20%	100.9
Oceanside City of	6,988,111,948	6,765,555,423	222,556,525	3%	2	20%	100.9
Santa Monica City of	3,462,200,000	3,321,100,000	141,100,000	4%	2	20%	101.0
Norwalk City of	559,456,000	511,830,000	47,626,000	9%	2	20%	101.0
Ukiah City of	678,601,000	551,722,000	126,879,000	19%	2	20%	101.0
Fairfield City of	5,435,000,000	4,853,000,000	582,000,000	11%	2	20%	101.1
Helix Water District	8,454,736,636	8,067,103,778	387,632,858	5%	2	20%	101.1
Camarillo City of	2,747,943,839	2,399,416,293	348,527,546	13%	2	20%	101.1
San Jose City of	5,294,000,000	4,707,000,000	587,000,000	11%	2	20%	101.1
Soledad, City of	581,571,300	531,785,500	49,785,800	9%	2	20%	101.2
Golden State Water Company S Arcadia	908,701,874	851,189,098	57,512,777	6%	2	20%	101.4
California-American Water Company Sacramento District	8,801,191,649	7,285,565,423	1,515,626,225	17%	2	20%	101.4
Carpinteria Valley Water District	1,160,826,158	1,028,941,051	131,885,107	11%	2	20%	101.8
El Monte City of	328,279,000	312,936,000	15,343,000	5%	2	20%	101.9
Groveland Community Services District	127,297,632	96,625,396	30,672,236	24%	2	20%	102.0
Whittier City of	2,041,957,743	2,084,064,264	-42,106,521	-2%	2	20%	102.3
Fortuna City of	303,008,000	276,986,000	26,022,000	9%	2	20%	102.6
Glendale City of	6,839,188,070	6,346,086,881	493,101,189	7%	2	20%	103.2
Alhambra City of	2,575,148,433	2,329,573,763	245,574,669	10%	2	20%	103.3



Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Lathrop, City of	1,149,290,000	990,960,000	158,330,000	14%	2	20%	104.9
Anaheim City of	16,337,538,847	15,992,788,037	344,750,810	2%	2	20%	105.1
Vista Irrigation District	4,896,569,394	4,632,303,886	264,265,507	5%	2	20%	105.3
Gilroy City of	2,328,666,000	1,995,678,000	332,988,000	14%	2	20%	105.8
California Water Service Company Kern River Valley	222,882,376	201,376,182	21,506,194	10%	2	20%	105.9
Humboldt Community Service District	610,120,000	573,669,000	36,451,000	6%	2	20%	106.6
Coachella City of	1,395,900,000	1,294,010,000	101,890,000	7%	2	20%	106.9
Palo Alto City of	3,180,440,852	2,685,999,460	494,441,392	16%	2	20%	107.3
Napa City of	3,605,871,891	3,247,435,321	358,436,570	10%	2	20%	107.6
Orchard Dale Water District	589,289,272	550,757,340	38,531,931	7%	2	20%	107.8
Perris, City of	437,809,090	430,597,020	7,212,070	2%	2	20%	108.9
Downey City of	4,090,256,554	3,834,059,128	256,197,426	6%	2	20%	109.3
Lakewood City of	2,086,631,973	1,856,580,866	230,051,107	11%	3	25%	110.8
City of Newman Water Department	559,946,000	448,854,000	111,092,000	20%	3	25%	110.8
Milpitas City of	2,719,687,979	2,424,775,231	294,912,748	11%	3	25%	111.0
Golden State Water Company Placentia	1,868,334,327	1,778,757,770	89,576,557	5%	3	25%	112.5
Vallejos Water District	4,390,033,350	4,037,168,840	352,864,510	8%	3	25%	112.9
Buena Park City of	3,777,921,445	3,441,805,698	336,115,747	9%	3	25%	113.1
Del Oro Water Company	369,631,917	306,051,990	63,579,927	17%	3	25%	113.2
Manhattan Beach City of	1,219,661,891	1,153,188,200	66,473,691	5%	3	25%	113.3
Pico Rivera City of	1,267,056,981	1,099,162,034	167,894,948	13%	3	25%	113.3
Livermore City of Division of Water Resources	1,642,615,000	1,199,514,000	443,101,000	27%	3	25%	113.4
Beaumont-Cherry Valley Water District	3,172,199,486	3,139,252,648	32,946,838	1%	3	25%	113.6
Pleasanton City of	4,439,552,000	3,099,891,000	1,339,661,000	30%	3	25%	113.7
Suburban Water Systems San Jose Hills	7,160,122,399	6,833,016,444	327,105,955	5%	3	25%	113.8
California Water Service Company Livermore	2,781,467,781	1,909,163,511	872,304,270	31%	3	25%	114.6
San Luis Obispo City of	1,387,716,506	1,278,706,170	109,010,336	8%	3	25%	114.7
Lakeside Water District	1,064,566,388	977,942,044	86,624,343	8%	3	25%	114.9
El Toro Water District	2,331,141,109	2,239,576,858	91,564,251	4%	3	25%	115.3
San Clemente City of	2,270,663,084	2,331,434,375	-60,771,291	-3%	3	25%	116.6
California Water Service Company Marysville	575,127,769	496,597,575	78,530,194	14%	3	25%	117.1
Sunny Slope Water Company	1,052,785,122	950,022,234	102,762,888	10%	3	25%	117.4
Healdsburg City of	540,150,000	446,810,000	93,340,000	17%	3	25%	118.2

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Valencia Water Company	7,817,224,611	6,780,899,767	1,036,324,844	13%	3	25%	118.4
San Fernando City of	839,719,127	786,931,196	52,787,931	6%	3	25%	118.4
Eureka City of	860,874,000	799,778,000	61,096,000	7%	3	25%	118.6
Alco Water Service	1,156,954,000	1,028,617,000	128,337,000	11%	3	25%	120.7
Moulton Niguel Water District	7,135,207,799	6,864,125,480	271,082,319	4%	3	25%	121.4
Riverside City of	17,427,511,870	15,956,944,380	1,470,567,490	8%	3	25%	122.5
Twentynine Palms Water District	666,765,336	641,552,256	25,213,080	4%	3	25%	123.0
North Marin Water District	2,457,000,000	1,986,810,000	470,190,000	19%	3	25%	123.0
Brea City of	2,826,761,129	2,727,376,444	99,384,685	4%	3	25%	123.7
Delano City of	2,386,120,000	2,229,650,000	156,470,000	7%	3	25%	124.0
El Centro City of	1,978,323,000	1,910,544,000	67,779,000	3%	3	25%	124.5
Brawley City of	1,842,390,000	1,088,690,000	753,700,000	41%	3	25%	125.0
Petaluma City of	2,407,770,000	2,071,485,000	336,285,000	14%	3	25%	125.1
South Coast Water District	1,639,847,306	1,549,814,557	90,032,749	5%	3	25%	125.7
Arroyo Grande City of	776,210,684	654,635,517	121,575,167	16%	3	25%	125.7
Eastern Municipal Water District	22,059,815,756	21,154,600,492	905,215,264	4%	3	25%	125.7
Tuolumne Utilities District	1,441,240,862	992,152,425	449,088,437	31%	3	25%	126.2
La Palma City of	545,401,972	497,342,471	48,059,501	9%	3	25%	127.3
California Water Service Company Dixon, City of	382,549,575	346,705,918	35,843,657	9%	3	25%	127.4
Tracy City of	4,529,625,694	3,497,663,768	1,031,961,925	23%	3	25%	127.5
Lake Arrowhead Community Services District	440,648,885	386,238,213	54,410,671	12%	3	25%	127.7
Martinez City of	1,027,679,751	871,695,210	155,984,540	15%	3	25%	128.1
Reedley City of	1,302,000,000	1,109,000,000	193,000,000	15%	3	25%	128.8
Davis City of	3,023,400,000	2,527,400,000	496,000,000	16%	3	25%	129.0
California Water Service Company Willows	364,301,895	318,682,696	45,619,200	13%	3	25%	129.0
Sacramento City of	28,979,000,000	23,440,000,000	5,539,000,000	19%	3	25%	129.3
Burbank City of	4,712,137,486	4,362,205,638	349,931,847	7%	3	25%	130.1
Ventura County Waterworks District No. 8	5,424,122,854	4,896,895,245	527,227,609	10%	3	25%	130.2
Padre Dam Municipal Water District	2,952,148,758	2,752,858,026	199,290,733	7%	3	25%	130.6
Ontario City of	8,782,999,363	8,499,508,622	283,490,741	3%	3	25%	131.3
Pico Water District	1,029,001,320	960,057,631	68,943,690	7%	3	25%	131.5
Santa Maria City of	3,370,607,161	3,257,210,864	113,396,297	3%	3	25%	131.5
Valley of the Moon Water District	800,300,880	646,691,259	153,609,621	19%	3	25%	131.5

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
San Juan Capistrano City of	2,040,416,466	1,962,283,810	78,132,655	4%	3	25%	131.8
Laguna Beach County Water District	872,082,691	867,064,579	5,018,112	1%	3	25%	132.0
Santa Margarita Water District	7,105,190,366	6,932,489,109	172,701,256	2%	3	25%	132.3
Monte Vista Water District	2,603,464,922	2,359,464,115	244,000,807	9%	3	25%	133.3
Lincoln Avenue Water Company	613,030,807	557,668,649	55,362,157	9%	3	25%	133.8
San Gabriel Valley Fontana Water Company	10,907,224,816	10,188,722,419	718,502,397	7%	3	25%	134.3
Tehachapi, City of	582,624,632	536,291,818	46,332,814	8%	3	25%	134.6
North Tahoe Public Utility District	350,120,000	332,141,000	17,979,000	5%	3	25%	134.7
Fresno City of	36,603,191,424	30,513,707,650	6,089,483,774	17%	3	25%	134.9
Golden State Water Company Simi Valley	1,830,698,487	1,657,215,187	173,483,300	9%	3	25%	134.9
Fullerton City of	7,215,373,767	6,969,105,034	246,268,733	3%	3	25%	135.0
Pasadena City of	8,349,297,631	7,614,975,148	734,322,483	9%	3	25%	136.0
Suburban Water Systems Whittier/La Mirada	5,584,910,982	5,234,793,399	350,117,583	6%	3	25%	136.2
Big Bear City Community Services District	266,135,894	256,898,007	9,237,888	3%	3	25%	136.3
Lake Hemet Municipal Water District	2,880,852,466	2,579,961,258	300,891,208	10%	3	25%	136.4
Suisun-Solano Water Authority	1,038,300,000	918,300,000	120,000,000	12%	3	25%	136.5
Diablo Water District	1,487,225,000	1,338,770,000	148,455,000	10%	3	25%	137.8
Garden Grove City of	6,584,316,860	6,185,605,054	398,711,806	6%	3	25%	138.3
Woodland City of	2,938,159,020	2,454,292,204	483,866,816	16%	3	25%	139.0
Antioch City of	4,642,068,000	4,042,923,000	599,145,000	13%	3	25%	139.0
Contra Costa Water District	8,855,338,380	7,547,370,752	1,307,967,628	15%	3	25%	139.9
Rialto City of	2,544,482,555	2,596,683,954	-52,201,399	-2%	3	25%	140.8
Sunnyslope County Water District	694,319,032	596,249,460	98,069,572	14%	3	25%	141.5
San Bernardino City of	11,535,034,614	10,722,937,586	812,097,028	7%	3	25%	143.6
Cerritos City of	2,219,233,953	1,991,297,621	227,936,332	10%	3	25%	143.7
San Jacinto City of	756,372,530	651,046,816	105,325,714	14%	3	25%	144.1
Tulare, City of	4,805,328,900	4,324,313,800	481,015,100	10%	3	25%	144.7
Sacramento County Water Agency	9,991,675,171	8,451,666,395	1,540,008,776	15%	3	25%	145.3
Benicia City of	1,543,102,018	1,217,315,761	325,786,257	21%	3	25%	146.1
Orange City of	7,732,617,288	7,437,395,896	295,221,393	4%	3	25%	146.3
Stockton City of	8,304,530,000	7,263,300,000	1,041,230,000	13%	3	25%	146.3
Ceres City of	1,985,969,000	1,848,968,000	137,001,000	7%	3	25%	147.3
Monrovia City of	1,885,000,000	1,673,000,000	212,000,000	11%	3	25%	147.5

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Chino City of	3,332,449,959	3,123,999,542	208,450,416	6%	3	25%	147.6
Apple Valley Ranchos Water Company	4,101,713,205	3,942,264,436	159,448,769	4%	3	25%	147.7
Sonoma City of	583,798,675	494,362,234	89,436,441	15%	3	25%	147.8
Humboldt Bay Municipal Water District	146,056,000	148,820,000	-2,764,000	-2%	3	25%	148.1
Victorville Water District	4,985,852,685	4,486,322,447	499,530,238	10%	3	25%	149.1
Paso Robles City of	1,705,474,000	1,511,094,000	194,380,000	11%	3	25%	149.5
Sanger City of	1,552,776,000	1,422,246,000	130,530,000	8%	3	25%	149.6
Rubidoux Community Service District	1,400,190,000	1,335,510,000	64,680,000	5%	3	25%	149.8
Phelan Pinon Hills Community Services District	635,139,826	675,206,517	-40,066,691	-6%	3	25%	150.3
Covina City of	1,500,350,310	1,393,914,200	106,436,110	7%	3	25%	150.4
California-American Water Company Los Angeles District	5,579,752,754	5,179,473,602	400,279,151	7%	3	25%	151.4
Golden State Water Company San Dimas	3,063,589,946	2,950,649,842	112,940,105	4%	3	25%	151.4
Patterson City of	1,040,156,104	948,595,320	91,560,784	9%	3	25%	151.9
Yreka, City of	593,290,000	519,800,000	73,490,000	12%	3	25%	151.9
Trabuco Canyon Water District	764,121,596	767,705,962	-3,584,366	0%	3	25%	152.4
Arvin Community Services District	740,072,884	667,768,501	72,304,383	10%	3	25%	153.6
San Diego Water District	1,583,703,106	1,621,176,020	-37,472,914	-2%	3	25%	154.0
Atascadero Mutual Water Company	1,291,000,000	1,056,900,000	234,100,000	18%	3	25%	154.6
Santa Paula City of	1,218,270,506	1,081,725,724	136,544,782	11%	3	25%	154.7
Manteca City of	3,844,580,000	3,212,645,000	631,935,000	16%	3	25%	154.9
Castaic Lake Water Agency Santa Clarita Water Division	7,358,051,073	6,493,567,237	864,483,836	12%	3	25%	154.9
Roseville City of	8,448,024,096	6,930,859,852	1,517,164,244	18%	3	25%	155.0
La Verne City of	2,094,159,141	1,955,656,970	138,502,171	7%	3	25%	155.2
Nipomo Community Services District	665,258,273	527,032,098	138,226,175	21%	3	25%	156.0
Imperial, City of	687,420,000	671,127,000	16,293,000	2%	3	25%	156.1
Lamont Public Utility District	993,121,000	914,688,000	78,433,000	8%	3	25%	156.4
Walnut Valley Water District	5,119,451,770	4,877,344,159	242,107,610	5%	3	25%	158.4
Chino Hills City of	3,932,965,804	3,587,674,904	365,290,900	9%	3	25%	159.1
Thousand Oaks City of	3,106,634,920	2,792,709,655	313,925,265	10%	3	25%	159.3
Rosamond Community Service District	719,200,000	712,000,000	7,200,000	1%	3	25%	160.0
Corona City of	8,699,410,000	8,297,070,000	402,340,000	5%	3	25%	160.4
Hesperia Water District City of	3,676,581,651	3,538,094,794	138,486,856	4%	3	25%	160.5
Fillmore City of	482,079,202	446,216,000	35,863,202	7%	3	25%	160.6

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Joshua Basin Water District	409,078,118	382,604,644	26,473,473	6%	3	25%	161.3
Calaveras County Water District	1,468,843,000	1,200,100,000	268,743,000	18%	3	25%	161.5
East Valley Water District	5,405,695,956	4,782,879,831	622,816,125	12%	3	25%	161.7
Tustin City of	2,984,049,613	2,895,189,929	88,859,684	3%	3	25%	162.0
Brentwood City of	3,038,220,000	2,663,210,000	375,010,000	12%	3	25%	162.4
California Water Service Company Los Altos/Suburban	3,714,706,268	3,136,645,836	578,060,431	16%	3	25%	162.5
Mission Springs Water District	2,072,832,166	1,979,439,888	93,392,277	5%	3	25%	162.7
Yuba City City of	4,215,490,000	3,629,080,000	586,410,000	14%	3	25%	162.7
Palmdale Water District	5,291,175,472	5,010,063,446	281,112,026	5%	3	25%	163.2
California-American Water Ventura District	4,397,006,571	3,988,454,052	408,552,519	9%	3	25%	163.6
Porterville City of	3,123,277,400	2,849,237,200	274,040,200	9%	3	25%	164.0
Madera City of	2,268,235,000	2,115,715,000	152,520,000	7%	3	25%	164.8
Golden State Water Company Ojai	564,830,864	487,636,661	77,194,203	14%	4	35%	165.5
Blythe City of	806,370,000	811,680,000	-5,310,000	-1%	4	35%	165.5
South Pasadena City of	1,045,005,526	935,193,595	109,811,931	11%	4	35%	166.1
Ramona Municipal Water District	1,087,105,531	1,049,746,665	37,358,866	3%	4	35%	166.8
La Habra City of Public Works	2,397,728,848	2,535,032,864	-137,304,016	-6%	4	35%	167.3
Banning City of	2,219,758,574	2,058,002,667	161,755,907	7%	4	35%	167.7
Livingston City of	1,870,481,000	1,810,513,000	59,968,000	3%	4	35%	167.9
Dinuba City of	1,126,830,000	977,550,000	149,280,000	13%	4	35%	169.8
Folsom City of	5,476,678,514	4,592,545,306	884,133,208	16%	4	35%	170.7
Loma Linda City of *	1,379,990,569	1,323,839,525	56,151,044	4%	4	35%	172.4
Hanford City of	3,229,776,700	2,793,029,816	436,746,884	14%	4	35%	173.6
Lemoore City of	1,967,044,000	1,783,354,000	183,690,000	9%	4	35%	173.7
Jurupa Community Service District	6,546,170,411	6,107,698,865	438,471,545	7%	4	35%	174.0
Turlock City of	5,571,505,100	4,909,059,441	662,445,659	12%	4	35%	174.1
Pismo Beach City of	434,216,578	359,495,587	74,720,991	17%	4	35%	175.1
Indio City of	5,340,000,000	5,006,100,000	333,900,000	6%	4	35%	175.2
Mammoth Community Water District	499,483,000	447,407,000	52,076,000	10%	4	35%	175.6
California Water Service Company Selma	1,492,399,536	1,239,212,977	253,186,559	17%	4	35%	175.8
California Water Service Company Visalia	8,033,215,230	7,144,292,537	888,922,693	11%	4	35%	176.6
Hemet City of	1,116,063,947	1,045,970,047	70,093,900	6%	4	35%	176.7
Western Municipal Water District of Riverside	5,887,379,311	5,683,989,367	203,389,944	3%	4	35%	176.9

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Newhall County Water District	2,611,216,927	2,326,139,289	285,077,638	11%	4	35%	178.5
West Kern Water District	4,045,106,581	3,679,048,346	366,058,235	9%	4	35%	180.2
Rincon Del Diablo Municipal Water District	1,766,766,437	1,514,883,284	251,883,153	14%	4	35%	182.2
Shafter City of	1,350,000,000	1,154,000,000	196,000,000	15%	4	35%	182.9
Triunfo Sanitation District / Oak Park Water Service	687,285,830	597,937,369	89,348,461	13%	4	35%	184.0
Vacaville City of	4,536,829,418	3,868,833,993	667,995,425	15%	4	35%	185.5
Los Angeles County Public Works Waterworks District 40	12,870,711,018	11,980,791,220	889,919,798	7%	4	35%	185.6
California Water Service Company Bakersfield	18,863,864,960	16,841,305,153	2,022,559,807	11%	4	35%	186.2
Galt City of	1,302,667,000	1,052,546,000	250,121,000	19%	4	35%	186.4
Cucamonga Valley Water District	12,916,078,335	12,778,430,872	137,647,463	1%	4	35%	187.6
Wasco City of	1,096,680,000	952,170,000	144,510,000	13%	4	35%	187.6
California Water Service Company Chico District	6,759,462,002	5,680,893,778	1,078,568,223	16%	4	35%	188.1
South Tahoe Public Utilities District	1,641,227,000	1,550,474,000	90,753,000	6%	4	35%	189.3
Winton Water & Sanitary District	432,243,000	400,904,000	31,339,000	7%	4	35%	189.3
Carlsbad Municipal Water District	4,342,002,850	4,259,269,173	82,733,677	2%	4	35%	189.3
Riverbank City of	860,786,846	737,503,990	123,282,856	14%	4	35%	191.6
Modesto, City of	15,589,770,183	13,698,086,925	1,891,683,258	12%	4	35%	192.7
El Dorado Irrigation District	10,044,044,386	7,600,810,386	2,443,234,000	24%	4	35%	193.1
Morgan Hill City of	2,262,311,000	1,786,089,000	476,222,000	21%	4	35%	193.4
Exeter City of	600,332,681	535,287,408	65,045,273	11%	4	35%	194.4
Kerman, City of	880,465,000	769,624,000	110,841,000	13%	4	35%	194.7
Citrus Heights Water District	3,723,178,405	3,023,575,391	699,603,014	19%	4	35%	195.4
San Bernardino County Service Area 70	457,322,702	431,251,330	26,071,373	6%	4	35%	196.0
Colton, City of	2,519,711,330	2,487,549,794	32,161,536	1%	4	35%	196.0
Georgetown Divide Public Utilities District	512,901,000	410,416,000	102,485,000	20%	4	35%	196.4
Oakdale City of	1,417,000,000	1,139,000,000	278,000,000	20%	4	35%	197.6
Elsinore Valley Municipal Water District	6,567,437,756	6,285,445,931	281,991,825	4%	4	35%	199.6
Fallbrook Public Utility District	3,340,661,415	3,012,268,347	328,393,068	10%	4	35%	200.0
Sierra Madre City of	616,142,059	546,575,118	69,566,941	11%	4	35%	203.6
Atwater City of	2,358,960,000	1,821,770,000	537,190,000	23%	4	35%	203.7
Lee Lake Water District	760,491,304	738,717,756	21,773,548	3%	4	35%	204.4
Poway City of	2,984,245,124	2,893,299,991	90,945,133	3%	4	35%	204.8
Shasta Lake City of	309,004,338	258,461,000	50,543,338	16%	4	35%	205.5

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Newport Beach City of	4,220,349,478	3,924,557,845	295,791,633	7%	4	35%	206.6
Redding City of	7,109,010,000	5,934,100,000	1,174,910,000	17%	4	35%	208.2
Lodi City of Public Works Department	3,904,230,000	3,932,720,000	-28,490,000	-1%	4	35%	209.1
Elk Grove Water Service	1,982,552,982	1,615,618,816	366,934,166	19%	4	35%	209.7
Ventura County Waterworks District No 1	2,688,665,294	2,241,890,403	446,774,892	17%	4	35%	210.1
Golden State Water Company Orcutt	1,941,781,239	1,705,636,709	236,144,529	12%	4	35%	210.1
Lincoln City of	2,592,190,000	2,158,050,000	434,140,000	17%	4	35%	211.1
West Valley Water District	5,029,549,361	4,747,557,536	281,991,825	6%	4	35%	212.6
Sacramento Suburban Water District	9,630,759,000	8,318,514,000	1,312,245,000	14%	4	35%	212.9
Nevada Irrigation District	2,750,729,000	2,339,997,000	410,732,000	15%	4	35%	215.7
Rubio Canyon Land and Water Association	561,116,157	508,002,375	53,113,783	9%	4	35%	215.9
Norco City of	2,009,949,357	1,856,691,656	153,257,702	8%	4	35%	216.1
Beverly Hills City of	2,984,049,613	2,900,957,499	83,092,114	3%	4	35%	216.6
Carmichael Water District	2,598,570,000	2,107,250,000	491,320,000	19%	4	35%	220.2
Riverside Highland Water Company	971,591,200	889,248,544	82,342,656	8%	4	35%	220.9
Yorba Linda Water District	5,380,523,933	5,128,021,662	252,502,271	5%	4	35%	221.3
Olivenhain Municipal Water District	5,326,497,766	5,149,755,952	176,741,814	3%	4	35%	222.0
Olivehurst Public Utility District	1,161,641,529	959,245,393	202,396,137	17%	4	35%	222.4
Rio Linda - Elverta Community Water District	770,017,391	629,595,315	140,422,076	18%	4	35%	225.0
Upland City of	5,523,683,657	5,024,215,355	499,468,301	9%	4	35%	226.2
Discovery Bay Community Services District	986,000,000	808,000,000	178,000,000	18%	4	35%	226.5
California Water Service Company Bear Gulch	3,623,142,017	3,228,861,790	394,280,227	11%	4	35%	227.7
Corcoran City of	1,162,447,000	950,206,000	212,241,000	18%	4	35%	228.4
Glendora City of	3,108,798,089	3,089,127,284	19,670,805	1%	4	35%	228.9
Los Banos, City of	2,053,870,000	1,905,101,000	148,769,000	7%	4	35%	229.2
Clovis City of	6,737,008,000	6,080,852,000	656,156,000	10%	4	35%	229.8
Camrosa Water District	2,469,015,365	2,141,221,863	327,793,502	13%	4	35%	231.4
East Niles Community Service District	2,504,168,216	2,213,508,744	290,659,473	12%	4	35%	231.4
Rio Vista, city of	641,312,000	606,333,000	34,979,000	5%	4	35%	235.0
Placer County Water Agency	7,686,123,771	6,395,079,193	1,291,044,578	17%	4	35%	235.1
West Sacramento City of	3,567,747,274	2,941,460,832	626,286,443	18%	4	35%	238.5
Montecito Water District	1,577,349,003	836,688,709	740,660,294	47%	4	35%	240.5
Paradise Irrigation District	1,721,400,000	1,355,900,000	365,500,000	21%	4	35%	241.1

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Fruitridge Vista Water Company	1,000,084,300	823,053,400	177,030,900	18%	4	35%	242.3
Los Angeles County Public Works Waterworks District 29	2,383,427,229	2,356,081,777	27,345,452	1%	4	35%	242.8
Fair Oaks Water District	3,068,959,978	2,450,034,519	618,925,459	20%	4	35%	243.3
Indian Wells Valley Water District	1,851,884,000	1,789,365,000	72,519,000	4%	4	35%	244.1
San Bernardino County Service Area 64	758,722,238	679,807,540	78,914,699	10%	4	35%	246.3
Pinedale County Water District	267,792,348	224,289,932	43,502,416	16%	4	35%	247.0
Truckee-Donner Public Utilities District	1,264,764,466	1,144,274,188	120,490,278	10%	4	35%	247.8
Anderson, City of	572,342,000	498,676,000	73,666,000	13%	4	35%	248.6
Golden State Water Company Claremont	2,873,781,490	2,604,204,605	269,576,886	9%	4	35%	249.9
California Water Service Company Palos Verdes	5,184,622,055	4,979,661,507	204,960,548	4%	4	35%	250.9
California City of	1,192,746,563	1,264,824,899	-72,078,336	-6%	4	35%	251.3
Casitas Municipal Water District	777,155,653	678,096,820	99,058,834	13%	4	35%	253.2
Yucaipa Valley Water District	2,981,840,000	2,837,629,000	144,211,000	5%	4	35%	253.4
Golden State Water Company Cordova	4,051,962,495	3,483,514,680	568,447,814	14%	4	35%	265.5
Red Bluff City of	904,393,249	764,891,212	139,502,037	15%	4	35%	270.9
East Orange County Water District	247,060,552	225,554,358	21,506,194	9%	4	35%	271.6
Bakman Water Company	1,032,655,497	893,235,946	139,419,551	14%	4	35%	277.3
Bakersfield City of	11,705,594,680	10,744,390,565	961,204,114	8%	4	35%	277.5
Merced City of	6,872,130,000	6,271,910,000	600,220,000	9%	4	35%	279.6
Hillsborough Town of	877,331,034	658,647,771	218,683,262	25%	4	35%	281.2
Ripon City of	1,431,002,833	1,223,409,134	207,593,699	15%	4	35%	282.0
Susanville City of	560,250,000	602,070,000	-41,820,000	-7%	4	35%	287.6
Valley Center Municipal Water District	6,829,813,325	6,798,466,417	31,346,907	0%	4	35%	288.4
Bella Vista Water District	3,596,422,200	1,864,847,717	1,731,574,483	48%	4	35%	288.7
California Water Service Company Antelope Valley	186,061,165	216,691,199	-30,630,034	-16%	4	35%	291.4
Arcadia City of	4,352,404,027	4,033,916,843	318,487,185	7%	4	35%	291.5
Madera County	891,468,716	660,496,910	230,971,806	26%	4	35%	298.4
Oildale Mutual Water Company	2,485,920,537	2,317,129,497	168,791,039	7%	4	35%	303.5
Tahoe City Public Utilities District	372,523,331	326,265,848	46,257,483	12%	4	35%	307.8
Kingsburg, City of	1,009,319,000	825,793,000	183,526,000	18%	4	35%	308.0
Quartz Hill Water District	1,430,054,382	1,276,190,597	153,863,785	11%	4	35%	308.1
Linda County Water District	971,706,000	880,037,000	91,669,000	9%	4	35%	312.3
Las Virgenes Municipal Water District	5,714,163,209	5,470,784,778	243,378,431	4%	4	35%	323.0



Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
California Water Service Company Westlake	2,085,449,133	1,928,388,745	157,060,388	8%	4	35%	326.5
Orange Vale Water Company	1,274,470,101	1,008,190,832	266,279,269	21%	4	35%	336.2
Redlands City of	7,033,861,488	6,969,114,810	64,746,679	1%	4	35%	341.5
Rancho California Water District	16,377,618,572	16,074,902,597	302,715,976	2%	4	35%	366.9
Coachella Valley Water District	28,323,853,249	27,188,261,025	1,135,592,223	4%	4	35%	368.7
Desert Water Agency	8,823,730,792	8,310,188,943	513,541,849	6%	4	35%	378.5
San Juan Water District	3,594,268,324	2,773,624,539	820,643,785	23%	4	35%	383.7
South Feather Water and Power Agency	1,435,400,000	1,292,100,000	143,300,000	10%	4	35%	391.5
Valley Water Company	999,093,060	898,861,161	100,231,899	10%	4	35%	396.6
Rainbow Municipal Water District	3,976,593,060	3,760,749,074	215,843,985	5%	4	35%	428.5
Vaughn Water Company	3,206,837,858	2,989,389,519	217,448,339	7%	4	35%	464.6
Serrano Water District	829,682,903	749,230,186	80,452,717	10%	4	35%	520.1
Golden State Water Company Cowan Heights	703,676,157	691,163,462	12,512,695	2%	4	35%	556.5
Myoma Dunes Mutual Water Company	757,700,108	707,153,944	50,546,164	7%	4	35%	562.7
Santa Fe Irrigation District	2,820,156,121	2,869,480,251	-49,324,131	-2%	4	35%	584.3
<b>Statewide</b>	<b>1,626,751,431,372</b>	<b>1,478,173,631,488</b>	<b>148,577,799,883</b>	<b>9%</b>			