
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
May 6, 2015 * 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 15-5169

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
 Battalion Chief Job Description
 Volunteer in Police Service Job Description
 Air Pollution Control Officer
 - 2 Golf Course Concession Operator
 - 3 Complaint against public employee
 - 4 Public Employee Performance Evaluation: City Administrator
 - B CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:
 - 1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Administrative, Firefighters, Management,
 Miscellaneous, Public Works, SPOA

- 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: James Moore*
 - *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 April 1 and 15, 2015 meetings
- B Approve vendor warrants numbered 93747 through 93873 for a total of \$375,408.54 including \$108,637.53 in payroll warrants
- C Receive and file Finance Report: March 2015
- D Receive and file Golf Course Update

7 **PUBLIC HEARINGS:**

- A Consider **Resolution No. 15-5153** Setting fees and policies for the natural gas utility
- B Consider **Resolution No. 15-5154** Establishing and Adopting Schedule of Fees for Services 2015/2016

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider **Resolution No. 15-5161** approving annual report and scheduling public hearing to set assessments for Fiscal Year 2015/2016 for the Historic Uptown Susanville Association (HUSA)
- B Consider **Resolution No. 15-5162** approving amendment to Airport Hangar #11 Land Lease Agreement
- C Consider **Resolution No. 15-5163** authorizing the Mayor to execute Program Supplement Agreements for the State Transportation Improvement Program
- D Consider **Resolution No. 15-5164** authorizing the installation of a second asphalt concrete raised speed hump across the westerly alley behind the Susanville Supermarket (IGA)
- E Consider **Resolution No. 15-5165** authorizing the installation of two raised speed humps within the Lovell Alley North of Hill Street
- F Consider draft Riverside Drive Trail Environmental Study: Review and comment
- G Consider establishment of 2015 Weed Abatement Program
- H Consider **Resolution No. 15-5167** authorizing the completion of upgrades and repairs for the Jet-A Fuel tank and Hangar #8 at the Susanville Municipal Airport
- I Consider **Resolution No. 15-5168** authorizing the submittal of a grant application to the Federal Aviation Administration (FAA)

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

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

12 **CONTINUING BUSINESS:**

- A Consider **Ordinance No. 15-0997** Amending the Susanville Municipal Code Title, 17 Adding Section 17.104.140 regulating the cultivation of medical marijuana: Action: Waive second reading and adopt.

13 **CITY ADMINISTRATOR'S REPORTS:**

- A America's Best Communities Update
B Code Enforcement Update
C Emergency Water Regulations Update
D Roop's Fort Update
E Consider approving the release of RFP for the submittal of Bank Loan Proposals

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

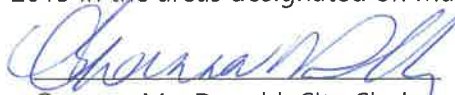
15 **ADJOURNMENT:**

- **A FY 2015/2016 Budget Workshop will be held on May 13, 2015 at 5:30 p.m.**
- **The next regular City Council meeting will be held on May 20, 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, 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 May 6, 2015 in the areas designated on May 1, 2015.


Gwenna MacDonald, City Clerk

Reviewed by: JCH City Administrator
 City Attorney

 X Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's April 1 and 15, 2015 meetings

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's April 1 and 15, 2015 meetings.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's April 1 and 15, 2015 meetings.

ATTACHMENTS: Minutes: April 1, 2015
April 15, 2015

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

Regular Meeting Minutes

April 1, 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 pro tem McBride.

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

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

1 APPROVAL OF AGENDA:

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

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:03 p.m. the Council recessed to closed session to discuss the following:

- A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 - 1 Air Pollution Control Officer
 - 2 Reserve Police Officer
 - 3 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: American Medflight
 - Under negotiations: Price/Conditions/Terms of Lease/Agreement
- C CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:
 - 1 Agency Negotiator: Jared G. Hancock
 - Bargaining Unit: Firefighters, Management, Miscellaneous, Public Works

Closed session recessed at 6:57 p.m.

Mayor Wilson arrived and resumed his position as meeting chair.

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 without changes, and that during closed session the City Council voted to approve the revised position list to include the addition of

four Reserve Police Officers. Mr. Hancock announced that at the conclusion of open session, City Council would be reconvening in Closed Session.

Mr. Hancock announced that the City Council had voted to appoint James Moore to the position of Fire Chief, and invited the City Clerk to administer the oath of office.

5 BUSINESS FROM THE FLOOR:

Amelia Luna, Susanville Indian Rancheria, invited those in attendance to attend the 6th Annual Memorial Pow Wow, and requested a donation or sponsorship towards the event. Suggested items were gift baskets, raffle items, or cash.

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

- A Approve vendor warrants numbered 93505 through 93627 for a total of \$344,611.18 including \$99,656.24 in payroll warrants
- B Consider approval of amendment to School Resource Officer agreement

Mayor pro tem McBride requested the removal of Item 6B for separate discussion.

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

Chief Downing explained that the Lassen Union High School District is requesting an amendment to the School Resource Officer agreement between the City of Susanville and the District to include an additional duty of assisting with truancy reduction efforts for the school district. The Lassen Union High School District reviewed and approved the amendment at their board meeting, and there are no additional costs related to the amendment.

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

7 PUBLIC HEARINGS:

7A Consider Ordinance No. 15-0997 Amending the Susanville Municipal Code Title, 17 Adding Section 17.104.140 regulating the cultivation of medical marijuana: Waive first reading and introduce Chief Downing reported that the Planning Commission conducted public hearings to consider a proposed ordinance amending the zoning for the purpose of regulating the cultivation of medical marijuana. The Commission approved Resolution No. 15-1017 recommending the adoption of the Ordinance. The recommendation included suggestions to address concerns raised regarding the need for reasonable notice before inspection and cultivation operations, allowing cultivation in zones other than residential, which primarily included C-1 and C-2 zoning districts, to allow for taller fencing for improved security measures and the inclusion of language to ensure that security measures to protect the gardens cannot be illegal or cause harm or injury. The Commission also recommended that a determination be made regarding the establishment of small daycare operations near existing cultivation operations.

Craig Sanders explained the process to identify the location of small and large family daycare homes and found that by law the State licensing agency, Community Care Licensing, cannot disclose any information about a small family daycare facility, including location, and only gives a list of the large family daycare facilities but not the location. The inability for both staff and cultivators to know where a family daycare

facility is located makes the current wording of the ordinance extremely difficult to administer. It is recommended that the definition of Child Care Center proposed in the ordinance be amended to read:

"Child Care Center" means any licensed child care center, daycare center, or child care home, or any preschool; and whose location can be determined by searching State of California, Department of Social Services, Community Care Licensing CCLD database. This would exclude family daycare homes from triggering the 500' setback requirement for outdoor cultivation.

Mayor Wilson opened the public hearing at 7:25 p.m. and requested comments from the public.

Michael Mankins stated that there are enough regulations in place regarding medical marijuana and that while he appreciated all of the time and work that has been expended by the City throughout the process, he believes that enforcement of the laws in place should be enough.

Steve Mankins provided an overview of the Compassionate Use Act and the individual benefit of medical marijuana to address the variety of needs of the patient. He pointed out that California is not a police state that the police are supposed to enforce laws, and not create them.

Annie Westerbeke urged the Council to not adopt the ordinance. She referred to the various public meetings which have been held and provided some suggestions which would allow a person to grow medicine for use by more than one member of the same household. She stated that the community needs to be allowed to grow the medicine that it needs and denial of growing as a collective is a health and safety issue for those patients who are unable to maintain the right level of supervision for their crop.

Lisa Bonta explained that she was in attendance to support Ms. Westerbeke and that as a tenant, there is no way for her to grow medicine other than as part of Annie's property.

Councilmember Callegari stated that he does not want to deny anyone medication that they need in order to reduce their suffering, and he has also been a strong supporter in the rights of an individual property owner to be able to use their own property. He stated that a person on medical marijuana can still get in a car and kill someone, and it absolutely needs to be kept away from kids.

Mayor pro tem McBride pointed out that the dispensaries and collective grows were already banned in 2005.

Ms. Westerbeke asked why the cooperative growing that she has done successfully for four years has not come under scrutiny during that time, as she has always been very forthcoming with her activity.

Chief Downing responded that the Lassen County Task force is viewing the operation from the standpoint of the number of plants allowed per the State Penal Code, and not compliance with the Susanville Municipal Code.

Councilmember Garnier stated that the City is attempting to come to a compromise, and understands that not everyone will be happy with the end result, and while she understands that Annie cannot grow in conjunction with her tenant because it's a two unit parcel, there has to be some type of regulation so that a triplex or fourplex does not turn into a large gardening operation.

Mayor Wilson asked if there were violations to the ordinance if the penalty would be levied against the tenant or the property owner.

Chief Downing responded that it would be similar to other zoning violations, and that the City will require a notarized statement from the property owner granting authorization to their tenant to grow.

Mr. Hancock noted that the fines associated with non-compliance as indicated in the ordinance are set by State statute and that the Planning Commission would be the reviewing body for appeals.

Mayor Wilson remarked that the issue of the location of Child Care Centers is a tricky one, and it is important to protect the children, but difficult if the centers cannot be identified.

Chief Downing responded that the recommendation would be to establish that the first existing legal use takes precedence so that if a Child Care facility were to open near a registered grow, the grower would not be in violation or subject to fines.

Councilmember Garnier stated that the option would be to limit the ability of a daycare to open near an existing registered grow, otherwise a situation could arise similar to the airport, where people move in and then have issues because of the noise and activity.

Councilmember Callegari suggested to go back to the City business license requirements and utilize the process to monitor the businesses with the ordinance used as the ammunition.

Mayor Wilson asked if an analysis had been completed to identify where the child care providers are currently located.

Chief Downing responded that he has worked extensively on developing a map that could be brought back for Council review.

Councilmember Garnier requested clarification of the required setbacks on Section C.2.c. She asked if there were one dwelling on three lots if it would be considered one premises.

Annie Westerbeke asked if there were two dwellings on a property if one could grow indoors and the other outdoors and still be within the parameters of the ordinance.

Chief Downing responded that no, they could not.

Annie Westerbeke responded that it is two legal residences therefore it should be two separate grows.

Councilmember Callegari asks if there are provisions which subject the grow to confiscation of property if it is in violation, and he would like to ensure protection for the property of the landlord.

An Unidentified member of the audience stated that she has no dog in the fight, and suggested developing a way to protect the people who are doing the right thing by cooperating with the City's regulations.

Chief Downing stated that this process started nine months ago, and there was a workshop held that was attended by approximately 30 people. The comments and suggestions provided at that workshop were

incorporated into the ordinance, and in addition there were two Council meetings, a public meeting hosted by Lassen County, and two Planning Commission meetings. Feedback has been received at all of the meetings by many of the same people, and over time it seems as if the comments and feedback have been evolving. Other jurisdictions are adopting the same types of regulations, and this situation and action by Susanville is not unique to what communities throughout the State are bringing forward.

Mayor Wilson commented that what the Council came away with from the first meeting was that it was important to people to be able to grow both outdoors and indoors. It is unfortunate that the Council has not heard from those in the City who object to outdoor growing operations, but he believes the proposed ordinance is a good compromise for those two groups of people, and he understands that it is likely that neither group is going to be happy with the resulting ordinance.

There being no further comments, Mayor Wilson closed the public hearing at 8:15 p.m. and requested comments from the City Council.

Councilmember Callegari stated that he would like a legal opinion on the issue and asked if the State law which authorizes twelve plants would be superseded by City regulations and he wants to ensure landlord protection.

Councilmember Garnier requested clarification as to whether or not a daycare can legally open next door to a growing operation.

Mr. Hancock reads the definition of a daycare from the ordinance and stated that what staff has learned is that small daycares are not listed in the State's database, so the issue is when a small daycare opens next door to an existing registered cultivation operation. The City does not have the ability to prevent small daycare operations from opening, and the question came up at the end of the Planning Commission meeting and it was recommended that a solution be proposed when it came before the City Council. He suggested an amendment to the ordinance in C Standards, Section 2 Outdoor Cultivation (b) to read as follows:

*"The outdoor cultivation of medical marijuana shall not occur within five hundred (500) feet of an **existing** school, child care facility or public park as defined herein. The distance shall be measured from the closest property line of the school, child care facility, or public park to the closest property line of the cultivation premises. **A pre-existing registered cultivation operation shall take precedence and shall not be deemed non-compliant by the establishment of a new school, child care facility or public park as defined herein.**"*

Councilmember De Boer suggested rejecting the ordinance and bringing it back to be more user friendly.

Mayor Wilson clarified that the Council direction regarding the ordinance was Councilmember Callegari's request to obtain a legal opinion, and Councilmember Garnier's concern regarding the opening of a daycare business next to an existing registered growing operation. He suggested incorporating that direction into a motion to introduce.

Mayor pro tem McBride observed that the State has not done any justice with the provisions of the Compassionate Care Act, and what it means for cities dealing with the fallout.

Motion by Mayor pro tem McBride, second by Councilmember Garnier, to waive the first reading of Ordinance No. 15-0997 with the amendment to section C Standards, Section 2 Outdoor Cultivation (b) as discussed, and pending legal review and approval; motion carried by polled vote. Ayes: McBride, Garnier and Wilson. No: Callegari and De Boer.

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

9 **NEW BUSINESS:**

9A Consideration of Susanville Municipal Airport Hangar #11 Purchase Mr. Hancock explained that the co-owner of Hangar number eleven has submitted a letter of intent to sell one quarter interest in the hangar. The City has right of first refusal when a current owner is selling his or her hangar, and Ms. Kim Frayer, co-owner of Hangar eleven, has submitted their official notice of intent to sell in the amount of \$10,000.

Motion by Councilmember De Boer, second by Mayor pro tem McBride, to decline the offer to purchase hangar number eleven; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9B Consider approval of contract for engineering services with NST Engineering for Roop's Fort Roof Restoration project Mr. Hancock reported that at the March 18, 2015 meeting of the City Council, the Lassen Historical Society provided an update regarding the status of the restoration project for the roof on Roop's Fort, and requested assistance from the City for a number of items. It was requested that NST Engineering prepare the project description and construction plans, and a proposal for engineering services has been received from NST Engineering. Staff has been notified by the Historical Society that they are satisfied with the project description for Phase One as outlined in the proposal. The cost estimate includes preparation of the existing plan of the Fort, preparation of structural details and drawings, prints, and field inspections during construction for a total estimated cost of \$5,000. The Historical Society is working to identify a contractor of record for project management and will notify the City if they need further assistance. It is recommended that the City donate the cost of engineering services to the Historical Society for the procurement of professional engineering services for the project, and staff will remain communication with Mr. Bengard to ensure that the project proceeds smoothly.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve the donation of \$5,000 towards the project; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9C Consider Resolution No. 15-5151 authorizing execution of contract with Melton Design Group for On-Call Park Design Services Mr. Hancock explained that the City of Susanville has identified the need for a variety of park improvement projects within the City and to be prepared for funding opportunities as they become available it is necessary to have shovel-ready projects identified to be competitive in securing funding. The City received five proposals that were ranked according to price, experience, written communication, planning and organizing, and the ability to complete projects within an allotted budget. Melton Design Group submitted the most competitive proposal. Suggested projects include expanding existing parks and features such as additional phases of the Skate Area at Memorial Park, completing various updates to community parks, and developing regional park land and other opportunities as they arise. The prioritization and funding of project completion would be reviewed and approved by City Council as funding opportunities become available.

There was a general discussion regarding projects, zero scape designs, and designing with a mindfulness towards water restrictions.

Motion by Councilmember Callegari, second by Councilmember Garnier, to approve Resolution No. 15-5151; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9D Consider Resolution No. 15-5152 adopting Unclaimed Check policy for checks issued by the City Ms. Savage reported that each year the City accumulates a small amount outstanding checks issued through Accounts Payable that remain unclaimed. Staff attempts to contact the payees to reissue the checks, but after 180 days they are voided and the funds are placed back into the accounts where they were originally drawn from. Pursuant to Government Code §50050-50056, unclaimed checks which are more than one year old and less than \$15.00, or greater than \$15.00 and more than three years old can become property of the City. This requires publication on the City website or in the newspaper. Checks issued that are less than \$15.00 that the City has been holding for 12 months may be released by the City Council without the noticing requirements. Staff proposes the adoption of a formal policy regarding the proper handling of unclaimed money that meets the requirements established by Government Code §50050-50056, and outlines the procedures to escheat these funds to the City after proper notice has been satisfied.

The City currently has unclaimed funds in the amount of \$3,804.43 that meet the 3 year criteria, with \$2,466.05 in natural gas and \$618.38 in the water fund. The release of these unclaimed funds would be processed according to the proposed policy.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 15-5152; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9E Consider Resolution No. 15-5155 approving extension of performance period for Lassen National Forest Cooperative Fire Protection Agreement Chief Moore reported that the City has a five year Cooperative Fire Protection Agreement with the Lassen National Forest which was entered into on May 18, 2011 per Resolution No. 11-4766. The agreement is reviewed annually to determine if any changes or modifications are required, with any modifications to the agreement approved by City Council and Lassen National Forest. The proposed Modification #4 authorizes an extension of the existing agreement with no changes through April 30, 2016. Council authorization is required to provide authority to the Fire Chief to sign annual renewals that do not included changes to the existing contract.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 15-5155; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9F Consider Resolution No. 15-5156 authorizing application for Annual California Aid to Airports Program (CAAP) Grant Mr. Hancock explained that the California Aid to Airports Program provides Annual Credit Grants to eligible publicly owned airports in the amount of \$10,000 per year. The grant requires that Certification and Disbursement Request forms are submitted to the California Department of Transportation, Division of Aeronautics for the current fiscal year to establish the eligibility of the airport to receive the funding for operationally related expenses. The funds are included as a revenue in the annual Airport budget and it is recommended that the grant be utilized for operations and maintenance expenses and fueling station upgrades and repairs.

Motion by Councilmember Garnier, second by Mayor pro tem McBride, to approve Resolution No. 15-5156; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

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 **Fiscal Year 2015-2016 Budget Update** Ms. Savage reviewed the proposed timeline for consideration and adoption of the fiscal year 2015-2016 budget, including department head workshops, tentative public hearing dates to set rates and fees, and a City Council workshop. It was determined that a budget workshop for City Council would be held on May 13, 2015 at 5:30 p.m.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

A AB1234 travel reports:

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
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY
SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY
Regular Meeting Minutes
April 15, 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 pro tem McBride.

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

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

1 APPROVAL OF AGENDA:

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

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 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

Closed session recessed at 6:57 p.m.

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, 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 without changes, and that during closed session the City Council voted to approve the termination of lease under Item 3B(2). Mr.

Hancock announced that at the conclusion of open session, City Council would be reconvening in Closed Session.

Councilmember De Boer provided the Thought of the Day.

5 **BUSINESS FROM THE FLOOR:** None.

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

- 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

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve the Consent Calendar; motion carried. Ayes: McBride, De Boer, Callegari and Wilson. Absent: Garnier.

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

9A 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 Mr. Newton reported that each year the Lassen County Chamber of Commerce requests City Council support for the Main Street Cruise event. This year the event is on Saturday, June 27, 2015, and City Council approval is required to authorize the 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. The street closure will require four Public Works Department employees to set up and take down traffic control signs and to assist the eight Police Officers with traffic control, with an estimated cost of \$3,021. The City is not charged an encroachment permit fee by Caltrans, but they do require the City to accept all liability for this event as the Encroachment Permit Permittee. The Chamber 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.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 15-5158; motion carried. Ayes: McBride, De Boer, Callegari and Wilson. Absent: Garnier.

9B 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 Mr. Newton explained that the Lassen County Office of Education is sponsoring their annual 3rd Grade History Day event Friday, May 1, 2015. They have requested the closure of North Street from North Weatherlow Street to Grand Avenue from 11:30 am to 2:30 pm to general vehicle traffic except emergency vehicles. They have also requested a fee waiver for the use of Memorial Park and the Community Center for a total waiver of \$270.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 15-5159; motion carried. Ayes: McBride, De Boer, Callegari and Wilson. Absent: Garnier.

9C Consider approval of Resolution No. 15-5160 authorizing City Administrator to execute engagement letter with Badawi and Associates for fiscal year 2014-2015 audit services Ms. Savage reported that the firm of Badawi and Associates has provided professional auditing services to the City for fiscal year 2013/2014, and it is necessary to extend the contract to include providing auditing services for fiscal year 2014/2015. Badawi and Associates has provided a letter of engagement for auditing services not to exceed \$29,705.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 15-5160; motion carried. McBride, De Boer, Callegari and Wilson. Absent: Garnier.

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 Emergency Water Regulations Update Mr. Newton reported that on April 1, 2015, Governor Jerry Brown issued an Executive Order (B-29-15) that requires the State Water Resources Control Board to impose restrictions through February 2016 to achieve a statewide reduction in urban potable water use of twenty five percent. This Executive Order is in addition to two previous proclamations and Executive Orders issued by the Governor and regulations adopted by the Water Board. The emergency water regulations adopted in July 2014 required urban water suppliers to adopt the stage of their Water Shortage Contingency Plans that placed 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 regulations and added additional items to the list of restricted practices. The biggest change for Susanville is adhering to additional reporting requirements.

Mr. Newton reviewed some of the key provisions that are subject to regulation including:

- 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. Susanville falls in the thirty-five percent reduction category, based upon per-capita water usage.
- 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 micro-spray 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.

Mr. Newton added that the Governor's Executive Order will lead to additional regulations and he would provide updates to the City Council as they become available.

Councilmember Callegari asked if the City was able to utilize the SCADA system to identify underground leaks which, if left undetected, can result in a substantial loss of water.

Mr. Newton responded that the system does not provide that level of detail unless it results in a tremendous drop in pressure, and that leaks of that nature are identified through the billing process.

Councilmember Callegari asked if the City could utilize the new tank at Cady springs to store surplus water. Mr. Newton responded that there is currently no mechanism in place to pump the water up the hill to the site.

Councilmember Callegari suggested researching funding options through the State Office of Emergency Services. In the current drought situation, adequate water for fire protection is critical and they may have some funding options to install a pumping system. He asked about the capacity of the newly acquired water system in Johnstonville.

Mr. Newton responded that it is a 120,000 gallon tank and the well produces approximately 150 gallons per minute. The conservation effort is focused primarily on potable water, and uses such as median landscaping, new homes and commercial building irrigation systems, and as the water supplier the City is charged with developing a pricing system to encourage conservation. The City has a tiered system in place, and will have to look carefully at the implementation of a plan that includes reduction efforts as well as the impact on revenues which could affect staffing levels, operations and maintenance. What it really means at this point for the City is lot more reporting, as the State is very interested in seeing what measures are being taken. He has talked with the Water Board representatives and they are very willing to listen to the challenges being faced by the City, but have made it clear that the regulations are a one size fits all.

Councilmember Callegari responded that Susanville has the luxury of adequate water, but we need to be responsible and support the rest of the State.

Mr. Newton commented that May 7, 2015 is the proposed adoption date of the regulations by the State, and that the written regulations should be available by May 17, 2015 and he will bring that update back to City Council.

Mayor Wilson asked if the department would be hosting a booth at the Home and Garden show in order to keep the public informed.

Mr. Newton stated that the Department would have a booth at the Home and Garden Show and at the Earth Day event.

Mayor Wilson encouraged staff to develop a plan to achieve the thirty-five percent reduction, and asked what the repercussions are for the City if the goal is not achieved.

Mr. Newton replied that there was nothing definitive at this point, however it would be some type of penalty system.

Mayor pro tem McBride suggested providing packets with low flow shower heads and utilizing public outreach to make the public aware.

Mr. Newton stated that the City has a supply of low flow shower heads and that overall, the community is very cooperative when asked to conserve, and that there would be a variety of ways utilized to get the word out.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

A AB1234 travel reports:

Mayor pro tem McBride asked that the City clean up graffiti located near the restroom at Memorial Park prior to the upcoming Junior Fishing Derby.

15 ADJOURNMENT:

At 7:33 p.m. Mayor Wilson called for a short recess prior to reconvening in Closed Session.

At 7:38 p.m., the City Council reconvened in Closed Session.

At 8:39 p.m. the City Council returned to open session. Mr. Hancock announced that in Closed Session, the City Council gave direction to staff regarding Items 3A, 3B1, and 3C.

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

Meeting adjourned at 8:40 p.m.

Respectfully submitted by

Brian R. Wilson, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

AGENDA ITEM NO. 6B

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Deborah Savage, Finance Manager

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated April 8th through April 21th numbered 93747 through 93873

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$266,771.01 plus \$108,637.53 in payroll warrants, for a total of \$375,408.54

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
04/15	04/10/2015	93747	1233		REIM DRINKS FOR GOLF COUR	040915	1	7530-451-55-46	SUPPLIES - GENERAL	167.78	167.78
Total 040915:											
04/15	04/10/2015	93748	1070	AT&T MOBILITY	WIRELESS PHONES POLICE	835956037X04012015	1	1000-421-10-45	COMMUNICATIONS	141.62	141.62
Total 835956037X04012015:											
04/15	04/10/2015	93749	7952		TR EX WOODLAND 4/21/15	040215	1	1000-421-10-45	TRAINING	76.50	76.50
Total 040215:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	RUBBER STAMP	0364 032515	1	7620-430-10-46	SUPPLIES-GENERAL	59.95	59.95
04/15	04/10/2015	93750	884	BANK OF AMERICA	BATTERIES, TISSUE	0364 032515	2	7620-430-10-46	SUPPLIES-GENERAL	94.85	94.85
Total 0364 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	KEY, RIBBON	4028 032515	1	7530-451-55-46	SUPPLIES - GENERAL	106.68	106.68
04/15	04/10/2015	93750	884	BANK OF AMERICA	CARTIDGES, CARDS	4028 032515	2	1000-417-10-46	SUPPLIES-GENERAL	298.36	298.36
04/15	04/10/2015	93750	884	BANK OF AMERICA	RECRUITMENT FIRE PANEL	4028 032515	3	1000-417-10-46	SUPPLIES-GENERAL	13.68	13.68
04/15	04/10/2015	93750	884	BANK OF AMERICA	WATER FOR GOLF CARTS	4028 032515	4	7530-451-52-46	SUPPLIES-GENERAL	4.90	4.90
04/15	04/10/2015	93750	884	BANK OF AMERICA	CITY HALL PHONES	4028 032515	5	1000-417-10-45	COMMUNICATIONS	485.66	485.66
Total 4028 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	USB	4093 032515	1	1000-415-10-46	SUPPLIES-GENERAL	17.16	17.16
04/15	04/10/2015	93750	884	BANK OF AMERICA	TRASHBAGS	4093 032515	2	1000-417-10-46	SUPPLIES-JANITORIAL	18.20	18.20
Total 4093 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	TAPE	4226 032515	1	1000-421-10-46	SUPPLIES-GENERAL	12.64	12.64
Total 4226 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	BATTERIES	4291 032515	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	7.49	7.49

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 4291 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	FUEL	5203 032515	1	8404-430-10-46	GASOLINE	15.01	15.01
04/15	04/10/2015	93750	884	BANK OF AMERICA	WEB BUILDER	5203 032515	2	8404-430-10-48	DUES AND MEMBERSHIPS	24.90	24.90
Total 5203 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	FUEL	5442 032515	1	7110-430-42-46	GASOLINE	89.00	89.00
04/15	04/10/2015	93750	884	BANK OF AMERICA	WATER VEHICLE PART	5442 032515	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	116.49	116.49
04/15	04/10/2015	93750	884	BANK OF AMERICA	FUEL	5442 032515	3	7110-430-42-46	GASOLINE	67.15	67.15
Total 5442 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	BATTERY	6933 032515	1	1000-421-10-47	MACHINERY AND EQUIPMENT	21.15	21.15
04/15	04/10/2015	93750	884	BANK OF AMERICA	TR EX .	6933 032515	2	1000-421-10-45	TRAINING	779.57	779.57
04/15	04/10/2015	93750	884	BANK OF AMERICA	TR EX	6933 032515	3	1000-421-10-45	TRAINING	825.05	825.05
04/15	04/10/2015	93750	884	BANK OF AMERICA	LAPTOP & SOFTWARE	6933 032515	4	1000-421-10-47	MACHINERY AND EQUIPMENT	1,028.98	1,028.98
04/15	04/10/2015	93750	884	BANK OF AMERICA	HARD DRIVE	6933 032515	5	1000-421-10-47	MACHINERY AND EQUIPMENT	486.00	486.00
04/15	04/10/2015	93750	884	BANK OF AMERICA	SPLITTER, MEMORY CARD	6933 032515	6	1000-421-10-45	INVESTIGATIVE FUNDS	31.42	31.42
Total 6933 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	EYE WASH	7575 032515	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	363.82	363.82
04/15	04/10/2015	93750	884	BANK OF AMERICA	12 MONTH OFFER	7575 032515	2	7401-430-62-48	DUES AND MEMBERSHIPS	199.00	199.00
Total 7575 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	FUEL	7979 032515	1	1000-422-10-46	GASOLINE	761.33	761.33
04/15	04/10/2015	93750	884	BANK OF AMERICA	CLEANING SUPPLIES	7979 032515	2	1000-422-10-46	SUPPLIES-JANITORIAL	42.24	42.24
04/15	04/10/2015	93750	884	BANK OF AMERICA	SHIPPING	7979 032515	3	1000-425-20-46	POSTAGE	6.70	6.70
Total 7979 032515:											
04/15	04/10/2015	93750	884	BANK OF AMERICA	WEB BUILDER	9363 032515	1	7620-430-10-48	DUES AND MEMBERSHIPS	24.90	24.90
04/15	04/10/2015	93750	884	BANK OF AMERICA	TIRES	9363 032515	2	7620-430-10-44	REPAIR AND MAINTENANCE-V	232.28	232.28
04/15	04/10/2015	93750	884	BANK OF AMERICA	LAW & LITIGATION BOOK	9363 032515	3	7620-430-10-46	BOOKS AND PERIODICALS	292.83	292.83
04/15	04/10/2015	93750	884	BANK OF AMERICA	CAR WASH	9363 032515	4	7620-430-10-44	REPAIR AND MAINTENANCE-V	8.00	8.00
04/15	04/10/2015	93750	884	BANK OF AMERICA	SHIPPING	9363 032515	5	7620-430-10-46	POSTAGE	19.68	19.68

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 9363 032515:										
04/15	04/10/2015	93751	68	BECKWITH MD, DAVID R	FIRE FIGHTER QUESTIONAIRE	032015	1	1000-422-10-43	PROFESSIONAL SVCS	577.69	577.69
	Total 032015:										
04/15	04/10/2015	93751	68	BECKWITH MD, DAVID R	FIRE FIGHTER PHY & SPIROME	032115	1	1000-422-10-43	PROFESSIONAL SVCS	325.00	325.00
	Total 032115:										
04/15	04/10/2015	93751	68	BECKWITH MD, DAVID R	SPIROMETRY	032515	1	1000-422-10-43	PROFESSIONAL SVCS	85.00	85.00
	Total 032515:										
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	BALLASTIC ENGINE	324443	1	1000-422-10-46	SUPPLIES-GENERAL	39.66	39.66
	Total 324443:										
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	PICTURE HANGER	324515	1	1000-422-10-46	SUPPLIES-GENERAL	9.17	9.17
	Total 324515:										
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	PULLEY	324726	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	10.15	10.15
	Total 324726:										
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	ROPE, SNAP, FASTENERS	324736	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	53.15	53.15
	Total 324736:										
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	ROPE, TARP	324908	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	497.26	497.26
	Total 324908:										
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	FASTENERS, BLADE	324956	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	46.26	46.26
	Total 324956:										

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	04/10/2015	93752	76	BILLINGTON ACE HARD	ROPE	325316	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	13.53	13.53
Total 325316:											
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	GROMMET	325492	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	17.39	17.39
Total 325492:											
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	TERMINALS	325683	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1.45	1.45
Total 325683:											
04/15	04/10/2015	93752	76	BILLINGTON ACE HARD	SAW, SPRAYER	325726	1	7110-430-42-46	SUPPLIES-GENERAL	34.81	34.81
Total 325726:											
04/15	04/10/2015	93753	1128		REFUND GAS OVERPAYMENT	10410150100	1	9999-1001-001	CASH CLEARING - UTILITIES	940.04	940.04
Total 10410150100:											
04/15	04/10/2015	93754	1307	C&S WASTE SOLUTIONS	110 NORTH ST	110NORTH 040215	1	1000-452-20-44	DISPOSAL	232.32	232.32
Total 110NORTH 040215:											
04/15	04/10/2015	93754	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE	470895CIRCLE 040215	1	7530-451-52-44	DISPOSAL	162.82	162.82
Total 470895CIRCLE 040215:											
04/15	04/10/2015	93754	1307	C&S WASTE SOLUTIONS	66 N LASSEN	SVL2 040215	1	1000-417-10-44	DISPOSAL	156.45	156.45
Total SVL2 040215:											
04/15	04/10/2015	93754	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW	SVL5 040215	1	1000-452-20-44	DISPOSAL	188.79	188.79
Total SVL5 040215:											
04/15	04/10/2015	93755	115	CASELLE INC.	Software Support Agreement	64430	1	1000-417-10-43	TECHNICAL SVCS	1,258.00	1,258.00

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 64430:											
04/15	04/10/2015	93756	148	COMPUTER LOGISTICS	100 HR SER CONTRACT RENE	64718	1	1000-1430-106	PREPAID COMPUTER HOURS	1,258.00	1,258.00
Total 64718:											
04/15	04/10/2015	93757	8104		REFUND GAS DEPOSIT	10236800009	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
04/15	04/10/2015	93757	8104		REFUND WATER DEPOSIT	10236800009	2	7110-2228-000	DEPOSITS-CUSTOMER	10.31	10.31
Total 10236800009:											
04/15	04/10/2015	93758	166	D & L DISTRIBUTING INC	SODAWATER FOR GOLF COU	470322	1	7530-451-54-46	SUPPLIES GENERAL	262.30	262.30
Total 470322:											
04/15	04/10/2015	93759	8102		REFUND GAS DEPOSIT	10527650032	1	7401-2228-000	DEPOSITS-CUSTOMER	137.11	137.11
Total 10527650032:											
04/15	04/10/2015	93760	194	DIAMOND SAW SHOP IN	CHAIN PARTS	13479	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	64.45	64.45
Total 13479:											
04/15	04/10/2015	93761	198	DITCH WITCH EQUIPMEN	HYDRAULIC BOOM KIT #151	SVC0361991	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	4,636.00	4,636.00
04/15	04/10/2015	93761	198	DITCH WITCH EQUIPMEN	HYDRAULIC BOOM KIT #151	SVC0361991	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	4,636.00	4,636.00
04/15	04/10/2015	93761	198	DITCH WITCH EQUIPMEN	HYDRAULIC BOOM KIT #151	SVC0361991	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	760.82	760.82
04/15	04/10/2015	93761	198	DITCH WITCH EQUIPMEN	HYDRAULIC BOOM KIT #151	SVC0361991	4	7110-430-42-44	REPAIR AND MAINTENANCE-V	760.81	760.81
Total SVC0361991:											
04/15	04/10/2015	93761	198	DITCH WITCH EQUIPMEN	HYDRAULIC BOOM KIT #151	SVC06362011	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	1,164.69	1,164.69
04/15	04/10/2015	93761	198	DITCH WITCH EQUIPMEN	HYDRAULIC BOOM KIT #151	SVC06362011	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	1,164.69	1,164.69
Total SVC06362011:											
04/15	04/10/2015	93762	1395	DUERKSEN ELECTRIC	LED OF FLAG POLE	103	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	2,329.38	2,329.38
Total 103:											
04/15	04/10/2015	93762	1395	DUERKSEN ELECTRIC	LED OF FLAG POLE	103	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	653.19	653.19

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 103:											
04/15	04/10/2015	93763	1336	EMERGENCY EQUIPMEN	SCBA PARTS	63231	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	653.19	653.19
Total 63231:											
04/15	04/10/2015	93764	238	FASTENAL COMPANY	EAR PLUGS	63780	1	1000-422-10-46	SUPPLIES-GENERAL	483.55	483.55
Total 63780:											
04/15	04/10/2015	93764	238	FASTENAL COMPANY	REPAIR BORE RIG	64000	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	9.68	9.68
Total 64000:											
04/15	04/10/2015	93764	238	FASTENAL COMPANY	WATER SUPPLIES	64008	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	1.51	1.51
Total 64008:											
04/15	04/10/2015	93765	870	FERGUSON ENTERPRIS	HYDRANT PARTS	1072959	1	1000-422-10-44	HYDRANTS - REPAIR & MAINT	387.00	387.00
Total 1072959:											
04/15	04/10/2015	93766	247	FINANCIAL CREDIT NET	COLLECTION COSTS THRU 02/	022715	1	7110-430-42-48	BAD DEBT EXPENSE	115.33-	115.33-
04/15	04/10/2015	93766	247	FINANCIAL CREDIT NET	COLLECTION COSTS THRU 02/	022715	2	7401-430-62-48	BAD DEBT EXPENSE	187.48	187.48
Total 022715:											
04/15	04/10/2015	93767	1487	GEOFEEDIA, INC	GEOFEEDIA SUBSCRIPTION 20	1704	1	2014-421-10-43	TECHNICAL SERVICES	6,000.00	6,000.00
Total 1704:											
04/15	04/10/2015	93768	312	HISTORIC USA	3/15 COLLECTIONS, NET	040815	1	8401-2228-000	DEPOSITS PAYABLE	381.58	381.58
04/15	04/10/2015	93768	312	HISTORIC USA	5%FEE 3/15 COLLECTIONS	040815	2	8401-2228-000	DEPOSITS PAYABLE	20.08	20.08
04/15	04/10/2015	93768	312	HISTORIC USA	5%FEE 3/15 COLLECTIONS	040815	3	1000-415-10-34	REIMBURSEMENTS (HUSA/LAF	20.08-	20.08-
Total 040815:											
04/15	04/10/2015	93769	1362	IRON MOUNTAIN INFO. M	SHREDDING P/D	LG6455	1	1000-421-10-44	DISPOSAL	51.21	51.21

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 LGF6455:											
04/15	04/10/2015	93770	374	L N CURTIS & SONS	RAKER CHAIN	134718700	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	51.21	51.21
Total 134718700:											
04/15	04/10/2015	93771	990	LASSEN CO HEALTH & S	FIRST AID TRAINING P/D OFFIC	040615	1	1000-421-10-45	TRAINING	105.00	105.00
Total 040615:											
04/15	04/10/2015	93772	1488	LASSEN CO HISTORICAL	CITYS CONT ROOPS FORT RE	040215	1	2013-452-10-43	PROFESSIONAL SVCS	5,000.00	5,000.00
Total 040215:											
04/15	04/10/2015	93773	411	LASSEN MOTOR PARTS	BATTERY, CORE DEPOSIT	218634	1	7530-451-52-46	SUPPLIES-GENERAL	81.22	81.22
Total 218634:											
04/15	04/10/2015	93773	411	LASSEN MOTOR PARTS	TOGGLE	218904	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	9.85	9.85
Total 218904:											
04/15	04/10/2015	93774	1102	LASSEN PC	COMPUTER MOZY SERV 3/15 F	18673	1	1000-422-10-43	TECHNICAL SVCS	59.74	59.74
Total 18673:											
04/15	04/10/2015	93775	412	LASSEN REGIONAL SOLI	DUMP FEES	734817	1	2007-431-20-44	DISPOSAL	17.44	17.44
Total 734817:											
04/15	04/10/2015	93775	412	LASSEN REGIONAL SOLI	DUMP FEES	735151	1	2007-431-20-44	DISPOSAL	17.44	17.44
Total 735151:											
04/15	04/10/2015	93776	437	LMUD	LASSEN COLLEGE WELL #5	120270 032715	1	7110-430-42-46	ELECTRICITY	36.45	36.45
Total 120270 032715:											

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	04/10/2015	93776	437	LMUD	SOUTH ST - PUBLIC WORKS O	14590 032715	1	7620-430-10-46	ELECTRICITY	389.62	389.62
Total 14590 032715:											
04/15	04/10/2015	93776	437	LMUD	SOUTH ST ROOSEVELT AREA	1744 032715	1	1000-452-20-46	ELECTRICITY	8.24	8.24
Total 1744 032715:											
04/15	04/10/2015	93776	437	LMUD	RIVERSIDE PARK	1999 032715	1	1000-452-20-46	ELECTRICITY	35.15	35.15
Total 1999 032715:											
04/15	04/10/2015	93776	437	LMUD	CADY SPRINGS	26784 032715	1	7110-430-42-46	ELECTRICITY	26.91	26.91
Total 26784 032715:											
04/15	04/10/2015	93776	437	LMUD	1505 MAIN ST	2876 032315	1	1000-422-10-46	ELECTRICITY	732.28	732.28
Total 2876 032315:											
04/15	04/10/2015	93776	437	LMUD	RICHMOND RD BRIDGE	35094 032715	1	2007-431-60-46	ELECTRICITY	233.12	233.12
Total 35094 032715:											
04/15	04/10/2015	93776	437	LMUD	720 SOUTH ST TANK	38646 032715	1	7620-430-10-46	ELECTRICITY	70.96	70.96
Total 38646 032715:											
04/15	04/10/2015	93776	437	LMUD	SPRING RIDGE BOOSTER	55754 032715	1	7110-430-42-46	ELECTRICITY	295.84	295.84
Total 55754 032715:											
04/15	04/10/2015	93776	437	LMUD	RIVERSIDE PARK LIGHT	9501 032715	1	1000-452-20-46	ELECTRICITY	63.38	63.38
Total 9501 032715:											
04/15	04/10/2015	93776	437	LMUD	GEOTHERMAL PUMP #2	9503 032715	1	7301-430-52-46	ELECTRICITY	26.06	26.06

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 9503 032715:											
04/15	04/10/2015	93776	437	LMUD	GEOTHERMAL HOSPITAL LANE	9963 032715	1	7301-430-52-46	ELECTRICITY	14.00	14.00
Total 9963 032715:											
04/15	04/10/2015	93777	8100		REFUND WATER OVERPAYME	10122650014	1	9999-1001-001	CASH CLEARING - UTILITIES	5.00	5.00
Total 10122650014:											
04/15	04/10/2015	93778	859		REIM FOR PHYSICAL FITNESS	032415	1	1000-422-10-48	MISCELLANEOUS	250.00	250.00
Total 032415:											
04/15	04/10/2015	93779	1416		VOLUNTEER 3/3-3/4-3/20	032315	1	1000-422-10-43	VOLUNTEERS	75.00	75.00
Total 032315:											
04/15	04/10/2015	93779	1416		VOLUNTEER 3/25-3/26	033015	1	1000-422-10-43	VOLUNTEERS	75.00	75.00
Total 033015:											
04/15	04/10/2015	93780	481	MISSION LINEN & UNIFO	PARKS LINEN SER 04/07/15	250263085	1	1000-452-20-44	LINEN SERVICES	123.98	123.98
Total 250263085:											
04/15	04/10/2015	93781	8103		REFUND WATER DEPOSIT	10331500014	1	7110-2228-000	DEPOSITS-CUSTOMER	39.35	39.35
Total 10331500014:											
04/15	04/10/2015	93782	8101		REFUND GAS DEPOSIT	10290100008	1	7401-2228-000	DEPOSITS-CUSTOMER	178.54	178.54
Total 10290100008:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	ROOF EDGE	2466564	1	7401-430-62-46	SUPPLIES-GENERAL	4.19	4.19
Total 2466564:											

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	04/10/2015	93783	546	PAYLESS BUILDING SUP	BRISTLE BRUSH, TROWEL	2466602	1	2007-431-20-46	SUPPLIES-GENERAL	10.51	10.51
Total 2466602:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	STAKES, BOARDS	2466655	1	2007-431-34-43	PROFESSIONAL SERVICES	20.92	20.92
Total 2466655:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	BOARDS	2466682	1	2007-431-34-43	PROFESSIONAL SERVICES	19.56	19.56
Total 2466682:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	HARDBOARD	2466743	1	2007-431-20-46	SUPPLIES-GENERAL	12.87	12.87
Total 2466743:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	BOARDS	2466889	1	2007-431-20-46	SUPPLIES-GENERAL	13.02	13.02
Total 2466889:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	BOARDS	2466934	1	2007-431-20-46	SUPPLIES-GENERAL	70.01	70.01
Total 2466934:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	CONCRETE	2466948	1	2007-431-20-46	SUPPLIES-GENERAL	23.38	23.38
Total 2466948:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	CONCRETE	2467037	1	2007-431-20-46	SUPPLIES-GENERAL	8.06	8.06
Total 2467037:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	CONCRETE, MORTAR	2467059	1	2007-431-20-46	SUPPLIES-GENERAL	19.96	19.96
Total 2467059:											
04/15	04/10/2015	93783	546	PAYLESS BUILDING SUP	MATERIALS STORM DRAIN	2467069	1	2007-431-20-46	SUPPLIES-GENERAL	6.39	6.39

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 2467069:											
04/15	04/10/2015	93784	556	PITNEY BOWES	MONTHLY MAINT POSTAGE MA	367316	1	1000-417-10-44	MISC - REPAIR & MAINTENANC	42.33	42.33
04/15	04/10/2015	93784	556	PITNEY BOWES	MONTHLY MAINT POSTAGE MA	367316	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	249.00	249.00
Total 367316:											
04/15	04/10/2015	93785	572	QUILL CORPORATION	FIEL FOLDERS	2706147	1	7620-430-10-46	SUPPLIES-GENERAL	14.49	14.49
Total 2706147:											
04/15	04/10/2015	93785	572	QUILL CORPORATION	KEY BOARD DRAWER	2721968	1	7620-430-10-46	SUPPLIES-GENERAL	21.49	21.49
Total 2721968:											
04/15	04/10/2015	93786	582	RAY MORGAN CO INC	FIRE COPIER 4/26/15-5/25/15	875847	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	32.12	32.12
Total 875847:											
04/15	04/10/2015	93787	8105		REFUND WATER DEPOSIT	10308500006	1	7110-2228-000	DEPOSITS-CUSTOMER	75.00	75.00
04/15	04/10/2015	93787	8105		REFUND WATER OVERPAYM	10308500006	2	9999-1001-001	CASH CLEARING - UTILITIES	3.66	3.66
Total 10308500006:											
04/15	04/10/2015	93788	8107		REFUND WATER DEPOSIT	10214000006	1	7110-2228-000	DEPOSITS-CUSTOMER	64.32	64.32
Total 10214000006:											
04/15	04/10/2015	93789	8024		REFUND GAS OVERPAYMENT	10306805505	1	9999-1001-001	CASH CLEARING - UTILITIES	46.38	46.38
Total 10306805505:											
04/15	04/10/2015	93790	1076	SIERRA COFFEE AND BE	P/W WATER SERVICE 04/01/15	43741	1	7620-430-10-46	SUPPLIES-GENERAL	27.40	27.40
Total 43741:											
04/15	04/10/2015	93790	1076	SIERRA COFFEE AND BE	CITY HALL SERVICE 04/08/15	43748	1	1000-417-10-46	SUPPLIES-GENERAL	41.90	41.90

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 43748:											
04/15	04/10/2015	93791	1270	SILVER STATE BARRICA	SIGN	78750	1	2007-431-20-46	SUPPLIES-GENERAL	41.90	41.90
Total 78750:											
04/15	04/10/2015	93791	1270	SILVER STATE BARRICA	SEAL TUBES	78842	1	2007-431-20-46	SUPPLIES-GENERAL	50.17	50.17
Total 78842:											
04/15	04/10/2015	93792	696	TECH SERVICES	MNTH MAINT. FEE TO AWOS III/	1585	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1585:											
04/15	04/10/2015	93793	1244	TITLEIST	GOLF BALLS	900483736	1	7530-451-52-46	SUPPLIES-GENERAL	575.00	575.00
Total 900483736:											
04/15	04/10/2015	93794	8106		REFUND GAS DEPOSIT	10504350011	1	7401-2228-000	DEPOSITS-CUSTOMER	324.58	324.58
Total 10504350011:											
04/15	04/10/2015	93795	770	WESTERN NEVADA SUP	REPAIR BAND	66180599	1	7110-430-42-46	SUPPLIES-GENERAL	106.58	106.58
Total 66180599:											
04/15	04/10/2015	93795	770	WESTERN NEVADA SUP	HYDRANT PARTS	66183285	1	1000-422-10-44	HYDRANTS - REPAIR & MAINT	1,129.82	1,129.82
Total 66183285:											
04/15	04/10/2015	93795	770	WESTERN NEVADA SUP	GAS SUPPLIES	66189850	1	7401-430-62-46	SUPPLIES-GENERAL	3,179.22	3,179.22
Total 66189850:											
04/15	04/10/2015	93795	770	WESTERN NEVADA SUP	METER BOX WITH LID	66192229	1	7110-430-42-46	SUPPLIES-GENERAL	168.17	168.17
Total 66192229:											
										74.33	74.33

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
04/15	04/10/2015	93796	1198	WESTWOOD SANITATIO	PORTABLE TOILET - GOLF COU	A44497	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A44497:											
04/15	04/10/2015	93796	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE 0	A44506	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A44506:											
04/15	04/10/2015	93796	1198	WESTWOOD SANITATIO	PORTABLE TOILET - GOLF COU	A44520	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A44520:											
04/15	04/10/2015	93796	1198	WESTWOOD SANITATIO	PORTABLE TOILET - RIVERSID	A44533	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	178.60	178.60
Total A44533:											
04/15	04/10/2015	93797	7362	WHEELER, TAMMY	PER CONTRACT APRIL 2015	040715	1	7530-451-54-43	TECHNICAL SERVICES	2,000.00	2,000.00
Total 040715:											
04/15	04/10/2015	93798	8099		REFUND GAS OVERPAYMENT	10408490002	1	9999-1001-001	CASH CLEARING - UTILITIES	5.21	5.21
Total 10408490002:											
04/15	04/10/2015	93799	8087		REFUND GAS OVERPAYMENT	10103821002-1	1	9999-1001-001	CASH CLEARING - UTILITIES	49.85	49.85
Total 10103821002-1:											
04/15	04/10/2015	93800	1378	ZITO MEDIA	CABLE FOR FIRE	356225062 032715	1	1000-422-10-45	COMMUNICATIONS	38.94	38.94
Total 356225062 032715:											
Grand Totals:										60,309.56	60,309.56

Report Criteria:

Report type: GL detail
Check Voided = False

Report Criteria:

Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
04/10/2015	CDPT	04/15/2015	375	CITY OF SUSANVILLE PA	1	7650-2203-1	6,257.12-
04/10/2015	CDPT	04/15/2015	375	CITY OF SUSANVILLE PA	1	7650-2203-1	6,249.06-
04/10/2015	CDPT	04/15/2015	375	CITY OF SUSANVILLE PA	1	7650-2203-1	2,036.62-
04/10/2015	CDPT	04/15/2015	375	CITY OF SUSANVILLE PA	1	7650-2203-1	2,034.73-
04/10/2015	CDPT	04/15/2015	375	CITY OF SUSANVILLE PA	1	7650-2203-1	15,349.45-
04/10/2015	CDPT	04/15/2015	376	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,337.07-
04/10/2015	CDPT	04/15/2015	377	EMPLOYMENT DEV DEP	7	7650-2203-1	1,176.44-
03/27/2015	CDPT	04/15/2015	378	LABORERS TRUST FUND	9	7650-2203-1	989.50-
04/10/2015	CDPT	04/15/2015	378	LABORERS TRUST FUND	9	7650-2203-1	1,114.50-
04/10/2015	CDPT	04/15/2015	378	LABORERS TRUST FUND	9	7650-2203-1	70,524.00-
03/27/2015	CDPT	04/15/2015	93808	AFLAC	14	8403-2239-0	535.33-
03/27/2015	CDPT	04/15/2015	93808	AFLAC	14	7650-2203-0	132.85-
04/10/2015	CDPT	04/15/2015	93808	AFLAC	14	8403-2239-0	527.98-
04/10/2015	CDPT	04/15/2015	93808	AFLAC	14	7650-2203-0	132.85-
04/10/2015	CDPT	04/15/2015	93809	BECKY R. CALLISON	40	7650-2203-0	348.46-
04/10/2015	CDPT	04/15/2015	93810	CA STATE DISBURSEME	26	7650-2203-0	184.61-
04/10/2015	CDPT	04/15/2015	93811	CA STATE DISBURSEME	35	7650-2203-0	155.07-
04/10/2015	CDPT	04/15/2015	93812	CA STATE DISBURSEME	36	7650-2203-0	330.92-
04/10/2015	CDPT	04/15/2015	93813	CA STATE DISBURSEME	37	7650-2203-0	69.23-
03/27/2015	CDPT	04/15/2015	93814	GOLDEN ONE CREDIT U	12	7650-2203-0	592.50-
04/10/2015	CDPT	04/15/2015	93814	GOLDEN ONE CREDIT U	12	7650-2203-0	592.50-
04/10/2015	CDPT	04/15/2015	93815	JEFFERSON PILOT FINA	22	7650-2203-1	155.61-
04/10/2015	CDPT	04/15/2015	93815	JEFFERSON PILOT FINA	22	7650-2203-1	183.46-
04/10/2015	CDPT	04/15/2015	93816	NATIONWIDE RETIREME	5	7650-2203-0	600.00-
03/27/2015	CDPT	04/15/2015	93817	NEW IMAGE RACQUETB	30	7650-2203-0	127.50-
04/10/2015	CDPT	04/15/2015	93817	NEW IMAGE RACQUETB	30	7650-2203-0	127.50-
03/27/2015	CDPT	04/15/2015	93818	OPERATING ENGINEERS	11	7650-2203-0	719.00-
04/10/2015	CDPT	04/15/2015	93818	OPERATING ENGINEERS	11	7650-2203-0	719.00-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	9,639.43-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	2,043.86-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	6,096.81-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	3,059.40-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	145.04-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	105.43-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	124.39-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	913.86-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	913.86-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	994.88-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	994.88-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	293.41-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	293.41-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	17.00-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	4,426.92-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	961.25-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	2,630.83-
04/10/2015	CDPT	04/15/2015	93819	P.E.R.S.	8	7650-2203-1	32.00-
03/27/2015	CDPT	04/15/2015	93820	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.96-
04/10/2015	CDPT	04/15/2015	93820	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.94-
04/10/2015	CDPT	04/15/2015	93821	STATE OF CALIF FRAN T	27	7650-2203-0	371.74-
03/27/2015	CDPT	04/15/2015	93822	UPEC, LOCAL 792	10	7650-2203-1	21.25-
04/10/2015	CDPT	04/15/2015	93822	UPEC, LOCAL 792	10	7650-2203-1	21.25-
04/10/2015	CDPT	04/15/2015	93822	UPEC, LOCAL 792	10	7650-2203-1	2,040.00-
04/10/2015	CDPT	04/15/2015	93823	VALIC	4	7650-2203-0	1,923.78-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
			<u>53</u>				<u>154,399.44-</u>

Report Criteria:

Transmittal checks included

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	04/17/2015	93825	817	ADAMSON POLICE PROD	AMMO	171451	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	907.99	907.99
Total 171451:											
04/15	04/17/2015	93826	21	AIRGAS USA, LLC	ELECTRIC STRIP	9037891356	1	7110-430-42-46	SUPPLIES-GENERAL	13.06	13.06
04/15	04/17/2015	93826	21	AIRGAS USA, LLC	ELECTRIC STRIP	9037891356	2	7401-430-62-46	SUPPLIES-GENERAL	13.06	13.06
04/15	04/17/2015	93826	21	AIRGAS USA, LLC	ELECTRIC STRIP	9037891356	3	2007-431-20-46	SUPPLIES-GENERAL	13.05	13.05
Total 9037891356:											
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0030	1	8402-413-30-45	PRINTING AND BINDING	75.29	75.29
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0030	2	8402-413-30-46	POSTAGE	13.44	13.44
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0030	3	8402-413-30-45	COMMUNICATIONS	131.70	131.70
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0030	4	8402-413-30-46	SUPPLIES-GENERAL	86.33	86.33
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0030	5	8402-413-30-43	LAFCO EXEC. OFFICE SVC	3,000.00	3,000.00
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0030	6	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	500.00	500.00
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0030	7	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	675.00	675.00
Total 2015-0030:											
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0031	1	8402-413-30-45	COMMUNICATIONS	85.42	85.42
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0031	2	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,315.00	2,315.00
04/15	04/17/2015	93827	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2015-0031	3	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,000.00	1,000.00
Total 2015-0031:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	ROPE	325861	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	13.53	13.53
Total 325861:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	TARP	325924	1	2007-431-20-46	SUPPLIES-GENERAL	7.25	7.25
Total 325924:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	PAINT	325955	1	2007-431-20-46	SUPPLIES-GENERAL	19.73	19.73

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 325935:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	PULLEY, ROPE, SNAP	325996	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	19.73	19.73
Total 325996:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	ACE STRAP	326019	1	7401-430-62-46	SUPPLIES-GENERAL	24.14	24.14
Total 326019:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	ELECTRIC TAPE	326068	1	7401-430-62-46	SUPPLIES-GENERAL	15.33	15.33
Total 326068:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	GORILLA TAPE	326342	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	18.37	18.37
Total 326342:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	BANNER REPAIR	326453	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	24.17	24.17
Total 326453:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	BULB, LAMPHOLDER	326472	1	7110-430-42-46	SUPPLIES-GENERAL	54.63	54.63
Total 326472:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	BANNER REPAIR	326482	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	18.37	18.37
Total 326482:											
04/15	04/17/2015	93828	76	BILLINGTON ACE HARD	BANNER REPAIR	326492	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	18.37	18.37
Total 326492:											
04/15	04/17/2015	93829	8112		REFUND GAS DEPOSIT	10212950014	1	7401-2228-000	DEPOSITS-CUSTOMER	161.95	161.95
Total 10212950014:											

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	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAIN 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLC600MAIN 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 040215	1	2007-431-20-44	DISPOSAL	18.51	18.51
Total PLCBOFA 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLER 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCBUEHLER 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDMNDMTN 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCDMNDMTN 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCELKSLODGE 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTYMILL 40215	1	2007-431-20-44	DISPOSAL	18.51	18.51
Total PLCFROSTYMILL 40215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCOTLT 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCGROCOTLT 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCHAIRHUNTER 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCHOTELLSN1 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBLD 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCKNOCHBLD 040215:											

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 PLCKNOCHBLD 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LASSEN	PLCLASSENHS 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCLASSENHS 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITALY 40215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCLITTLEITALY 40215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTER 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCLVCHARTER 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASNPL 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCMTLASNPL 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERAPLZA 4021	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCPANCERAPLZA 40215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWRY 40215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCSIERRAJWRY 40215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHRT 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCSIERRATHRT 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCSVILLEREAL 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPK 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCUPTOWNPK 040215:											

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	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEM 040215	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCVETSMEM 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 04021	1	2007-431-20-44	DISPOSAL	37.02	37.02
Total PLCWALMARTBUS 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	925 SIERRA ST	SVL15 040215	1	7401-430-62-44	DISPOSAL	156.45	156.45
Total SVL15 040215:											
04/15	04/17/2015	93830	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP	SVL8 040215	1	7620-430-10-44	DISPOSAL	156.45	156.45
Total SVL8 040215:											
04/15	04/17/2015	93831	1104	COPPERHEAD INDUSTRI	TRACER WIRE	19549	1	7401-430-62-46	SUPPLIES-GENERAL	547.26	547.26
Total 19549:											
04/15	04/17/2015	93832	161	CSK AUTO INC	VAC TUBING	2740359598	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	7.30	7.30
Total 2740359598:											
04/15	04/17/2015	93832	161	CSK AUTO INC	STARTER	2740361353	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	163.71	163.71
Total 2740361353:											
04/15	04/17/2015	93832	161	CSK AUTO INC	PRESSURE SWITCH	2740361386	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.92	5.92
Total 2740361386:											
04/15	04/17/2015	93832	161	CSK AUTO INC	STARTER RETURN	2740361463	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	23.65	23.65
Total 2740361463:											
04/15	04/17/2015	93832	161	CSK AUTO INC	PRESSURE SWITCH RETURN	2740361525	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.92	5.92

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2740361525:											
04/15	04/17/2015	93832	161	CSK AUTO INC	CERAMIC PADD, BRAKE ROT	2740361616	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	90.91	90.91
Total 2740361616:											
04/15	04/17/2015	93832	161	CSK AUTO INC	SENSOR, PIGTAIL	2740361707	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	36.86	36.86
Total 2740361707:											
04/15	04/17/2015	93832	161	CSK AUTO INC	OESPECTRUM	2740361827	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	83.89	83.89
Total 2740361827:											
04/15	04/17/2015	93832	161	CSK AUTO INC	SOCKET	2740362422	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	9.67	9.67
04/15	04/17/2015	93832	161	CSK AUTO INC	SOCKET	2740362422	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	9.67	9.67
04/15	04/17/2015	93832	161	CSK AUTO INC	SOCKET	2740362422	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	9.67	9.67
Total 2740362422:											
04/15	04/17/2015	93833	198	DITCH WITCH EQUIPMEN	BOOM HARNESS	215480	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	208.19	208.19
Total 215480:											
04/15	04/17/2015	93834	8111		REFUND WATER DEPOSIT	10531100001	1	7110-2228-000	DEPOSITS-CUSTOMER	35.70	35.70
Total 10531100001:											
04/15	04/17/2015	93835	238	FASTENAL COMPANY	REPAIR BANDS AND HARDWA	64193	1	7110-430-42-46	SUPPLIES-GENERAL	18.41	18.41
Total 64193:											
04/15	04/17/2015	93835	238	FASTENAL COMPANY	BACKING PAD	64258	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	5.49	5.49
04/15	04/17/2015	93835	238	FASTENAL COMPANY	BACKING PAD	64258	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.50	5.50
04/15	04/17/2015	93835	238	FASTENAL COMPANY	BACKING PAD	64258	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.50	5.50
Total 64258:											
										16.49	16.49

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	04/17/2015	93836	241	FEATHER PUBLISHING C	BUDGET HEARING 03/31/15	041315	1	8402-413-30-45	ADVERTISING	36.75	36.75
Total 041315:											
04/15	04/17/2015	93836	241	FEATHER PUBLISHING C	AUTO REPAIR/BOAT REPAIR S	PO#7683-7684	1	1000-419-10-45	ADVERTISING	132.30	132.30
Total PO#7683-7684:											
04/15	04/17/2015	93837	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	571417A	1	7110-430-42-43	TECHNICAL SVCS	132.30	132.30
Total 571417A:											
04/15	04/17/2015	93837	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	571418A	1	7110-430-42-43	TECHNICAL SVCS	27.00	27.00
Total 571418A:											
04/15	04/17/2015	93837	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	571703A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 571703A:											
04/15	04/17/2015	93837	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	571704A	1	7110-430-42-43	TECHNICAL SVCS	27.00	27.00
Total 571704A:											
04/15	04/17/2015	93837	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	571705A	1	7110-430-42-43	TECHNICAL SVCS	27.00	27.00
Total 571705A:											
04/15	04/17/2015	93837	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	571737A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 571737A:											
04/15	04/17/2015	93838	257	FOREST OFFICE EQUIP	COPY PAPER	385	1	1000-417-10-46	SUPPLIES-GENERAL	1,935.00	1,935.00
Total 385:											
04/15	04/17/2015	93838	257	FOREST OFFICE EQUIP	PW COPIES	CC6292	1	7620-430-10-43	TECHNICAL SVCS	376.25	376.25

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Total CC6292:											
04/15	04/17/2015	93839	265	FRONTIER	257-1000 DSL SERVICE	1000 040515	1	1000-417-10-45	COMMUNICATIONS	376.25	376.25
04/15	04/17/2015	93839	265	FRONTIER	257-1000 ADMIN FAX	1000 040515	2	1000-413-20-45	COMMUNICATIONS	145.00	145.00
04/15	04/17/2015	93839	265	FRONTIER	257-1000 CITY CLERK FAX	1000 040515	3	1000-411-40-45	COMMUNICATIONS	.15	.15
04/15	04/17/2015	93839	265	FRONTIER	257-1000 ADMIN	1000 040515	4	1000-413-20-45	COMMUNICATIONS	1.65	1.65
04/15	04/17/2015	93839	265	FRONTIER	257-1000 CITY CLERK	1000 040515	5	1000-411-40-45	COMMUNICATIONS	1.15	1.15
04/15	04/17/2015	93839	265	FRONTIER	257-1000 FINANCE	1000 040515	6	1000-415-10-45	COMMUNICATIONS	1.15	1.15
04/15	04/17/2015	93839	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 040515	7	1000-419-10-45	COMMUNICATIONS	1.16	1.16
04/15	04/17/2015	93839	265	FRONTIER	257-1000 CITY HALL	1000 040515	8	1000-417-10-45	COMMUNICATIONS	231.26	231.26
04/15	04/17/2015	93839	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 040515	9	7401-430-62-45	COMMUNICATIONS	24.15	24.15
04/15	04/17/2015	93839	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 040515	10	7110-430-42-45	COMMUNICATIONS	24.15	24.15
Total 1000 040515: 429.97 429.97											
04/15	04/17/2015	93839	265	FRONTIER	257-1033 PARKS	1033 040515	1	1000-452-20-45	COMMUNICATIONS	223.33	223.33
Total 1033 040515: 223.33 223.33											
04/15	04/17/2015	93839	265	FRONTIER	257-1041 P/W ADMIN	1041 040515	1	7620-430-10-45	COMMUNICATIONS	288.98	288.98
Total 1041 040515: 288.98 288.98											
04/15	04/17/2015	93839	265	FRONTIER	257-1051 P/W STREETS	1051 040515	1	7620-430-10-45	COMMUNICATIONS	2.47	2.47
Total 1051 040515: 2.47 2.47											
04/15	04/17/2015	93839	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 041015	1	7401-430-62-45	COMMUNICATIONS	34.36	34.36
Total 1182 041015: 34.36 34.36											
04/15	04/17/2015	93839	265	FRONTIER	252-1182 WATER SCADA	21182 041015	1	7110-430-42-45	COMMUNICATIONS	316.29	316.29
Total 21182 041015: 316.29 316.29											
04/15	04/17/2015	93839	265	FRONTIER	252-4247 LASSEN CO AIR POLL	24247	1	7620-430-10-45	COMMUNICATIONS	148.25	148.25

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 24247:											
04/15	04/17/2015	93839	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 040515	1	1000-417-10-45	COMMUNICATIONS	148.25	148.25
Total 2960 040515:											
04/15	04/17/2015	93840	8110		REFUND WATER DEPOSIT	10531700003	1	7110-2228-000	DEPOSITS-CUSTOMER	62.33	62.33
Total 10531700003:											
04/15	04/17/2015	93841	1405	HARPER CPA, KEVIN W	PROFESSIONAL SER	040915	1	1000-415-10-43	PROFESSIONAL SVCS	2,070.00	2,070.00
Total 040915:											
04/15	04/17/2015	93842	1380	HAUGE BRUECK ASSOCI	PROFESSIONAL SER	2/1/15-2/2 140074	1	2007-431-34-43	PROFESSIONAL SERVICES	1,177.50	1,177.50
Total 140074:											
04/15	04/17/2015	93843	372	KRONICK, MOSKOVITZ	PROF SVCS THRU 03/25/15	276819	1	1000-412-10-43	PROFESSIONAL SVCS	11,271.68	11,271.68
Total 276819:											
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	ELECTRICAL TAPE	219063	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	12.76	12.76
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	ELECTRICAL TAPE	219063	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	12.76	12.76
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	ELECTRICAL TAPE	219063	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	12.75	12.75
Total 219063:											
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	ANGLE DIE GRINDER, ADAPTE	219146	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	18.56	18.56
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	ANGLE DIE GRINDER, ADAPTE	219146	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	18.56	18.56
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	ANGLE DIE GRINDER, ADAPTE	219146	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	18.55	18.55
Total 219146:											
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	OIL	219152	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	24.70	24.70
Total 219152:											

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	04/17/2015	93844	411	LASSEN MOTOR PARTS	OIL	219161	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	12.35	12.35
Total 219161:											
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	GROMMET, LAMP	219350	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	53.49	53.49
Total 219350:											
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	PARTS	219384	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.83	11.83
Total 219384:											
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	PARTS	219396	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.83	11.83
Total 219396:											
04/15	04/17/2015	93844	411	LASSEN MOTOR PARTS	COMPRESSOR, DEPOSIT	219445	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	705.12	705.12
Total 219445:											
04/15	04/17/2015	93845	412	LASSEN REGIONAL SOLI	DUMP FEES	735470	1	2007-431-20-44	DISPOSAL	19.00	19.00
Total 735470:											
04/15	04/17/2015	93845	412	LASSEN REGIONAL SOLI	DUMP FEES	735489	1	2007-431-20-44	DISPOSAL	19.00	19.00
Total 735489:											
04/15	04/17/2015	93845	412	LASSEN REGIONAL SOLI	DUMP FEES	735510	1	2007-431-20-44	DISPOSAL	11.84	11.84
Total 735510:											
04/15	04/17/2015	93845	412	LASSEN REGIONAL SOLI	DUMP FEES	735524	1	2007-431-20-44	DISPOSAL	11.40	11.40
Total 735524:											
04/15	04/17/2015	93845	412	LASSEN REGIONAL SOLI	DUMP FEES	735531	1	2007-431-20-44	DISPOSAL	12.64	12.64

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 735531:											
04/15	04/17/2015	93845	412	LASSEN REGIONAL SOLI	DUMP FEES	735542	1	2007-431-20-44	DISPOSAL	12.38	12.38
Total 735542:											
04/15	04/17/2015	93845	412	LASSEN REGIONAL SOLI	DUMP FEES	735620	1	2007-431-20-44	DISPOSAL	11.16	11.16
Total 735620:											
04/15	04/17/2015	93846	413	LASSEN TIRE	4 BAL/DISMOUNT/MOUNT #102	47587	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	80.00	80.00
Total 47587:											
04/15	04/17/2015	93847	413	SUSANVILLE TOWING	OIL & FILTER# 86	51146	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	58.42	58.42
Total 51146:											
04/15	04/17/2015	93848	1321	LAW OFFICES OF GREG	PROFESSIONAL SER. 030415	12303	1	8404-430-10-43	PROFESSIONAL SERVICES	80.00	80.00
Total 12303:											
04/15	04/17/2015	93849	8108	REFUND WATER METER DEPO	041015		1	7110-2228-004	DEPOSITS-CONTRSR. METER/H	1,000.00	1,000.00
Total 041015:											
04/15	04/17/2015	93850	432	LEXIS NEXIS	ELECTRONIC LAW LIBRARY SV	1503209305	1	1000-412-10-48	DUES AND MEMBERSHIPS	143.82	143.82
Total 1503209305:											
04/15	04/17/2015	93851	437	LMUD	STREET LIGHTS	14039 040615	1	2007-431-60-46	ELECTRICITY	186.94	186.94
Total 14039 040615:											
04/15	04/17/2015	93851	437	LMUD	STREET LIGHTS	14041 040615	1	2007-431-60-46	ELECTRICITY	3,385.45	3,385.45
Total 14041 040615:											

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	04/17/2015	93851	437	LMUD	S GAY ST	24323 040615	1	2007-431-60-46	ELECTRICITY	29.99	29.99
Total 24323 040615:											
04/15	04/17/2015	93851	437	LMUD	66 N LASSEN STREET	2466 040615	1	1000-417-10-46	ELECTRICITY	512.90	512.90
Total 2466 040615:											
04/15	04/17/2015	93851	437	LMUD	N WEATHERLOW ST TENNIS S	24661 040615	1	1000-452-20-46	ELECTRICITY	14.00	14.00
Total 24661 040615:											
04/15	04/17/2015	93851	437	LMUD	STREET LIGHTS	2467 040615	1	2007-431-60-46	ELECTRICITY	1,522.36	1,522.36
Total 2467 040615:											
04/15	04/17/2015	93851	437	LMUD	65 N WEATHERLOW ST PARK	2865 040615	1	1000-452-20-46	ELECTRICITY	95.93	95.93
Total 2865 040615:											
04/15	04/17/2015	93851	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 040615	1	1000-451-80-46	ELECTRICITY	24.91	24.91
Total 2866 040615:											
04/15	04/17/2015	93851	437	LMUD	65 N WEATHERLOW ST COMM	2867 040615	1	1000-452-20-46	ELECTRICITY	52.16	52.16
Total 2867 040615:											
04/15	04/17/2015	93851	437	LMUD	N WEATHERLOW ST TENNIS C	2870 040615	1	1000-452-20-46	ELECTRICITY	25.64	25.64
Total 2870 040615:											
04/15	04/17/2015	93851	437	LMUD	NORTH ST BASEBALL PARK M	2873 040615	1	1000-452-20-46	ELECTRICITY	37.15	37.15
Total 2873 040615:											
04/15	04/17/2015	93851	437	LMUD	SKYLINE DR WELL 4	29931 041015	1	7110-430-42-46	ELECTRICITY	22.42	22.42

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 29931 041015:											
04/15	04/17/2015	93851	437	LMUD	HARRIS DR & HWY 36	30658 040615	1	7110-430-42-46	ELECTRICITY	227.24	227.24
Total 30658 040615:											
04/15	04/17/2015	93851	437	LMUD	UPTOWN DECORATIVE LIGHTS	43511 040615	1	2007-431-60-46	ELECTRICITY	210.27	210.27
Total 43511 040615:											
04/15	04/17/2015	93851	437	LMUD	115 N WEATHERLOW ST	43866 040615	1	1000-451-80-46	ELECTRICITY	63.80	63.80
Total 43866 040615:											
04/15	04/17/2015	93851	437	LMUD	N PINE & COOK - SCADA	44153 040615	1	7110-430-42-46	ELECTRICITY	19.33	19.33
Total 44153 040615:											
04/15	04/17/2015	93851	437	LMUD	GLENN DR & CHERRY TR - SCA	44298 041015	1	7110-430-42-46	ELECTRICITY	20.17	20.17
Total 44298 041015:											
04/15	04/17/2015	93851	437	LMUD	PAIUTE LN SCADA	44316 041015	1	7110-430-42-46	ELECTRICITY	18.21	18.21
Total 44316 041015:											
04/15	04/17/2015	93851	437	LMUD	BAGWELL SPRINGS - SCADA	45542 041015	1	7110-430-42-46	ELECTRICITY	48.79	48.79
Total 45542 041015:											
04/15	04/17/2015	93851	437	LMUD	QUARRY ST STREET LIGHTS	49500 040615	1	2007-431-60-46	ELECTRICITY	56.93	56.93
Total 49500 040615:											
04/15	04/17/2015	93851	437	LMUD	MAIN & FOSS SIGNAL LIGHT	49501 040615	1	2007-431-60-46	ELECTRICITY	172.15	172.15
Total 49501 040615:											

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	04/17/2015	93851	437	LMUD	NORTH ST PARK LITES MEM FI	9283 040615	1	1000-452-20-46	ELECTRICITY	103.79	103.79
Total 9283 040615:											
04/15	04/17/2015	93851	437	LMUD	GEOTHERMAL PUMP #1	9297 040615	1	7301-430-52-46	ELECTRICITY	1,610.06	1,610.06
Total 9297 040615:											
04/15	04/17/2015	93851	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 040615	1	1000-466-30-46	ELECTRICITY	14.00	14.00
Total 94811 040615:											
04/15	04/17/2015	93852	8100		REFUND WATER DEPOSIT	10122650014-1	1	7110-2228-000	DEPOSITS-CUSTOMER	75.00	75.00
Total 10122650014-1:											
04/15	04/17/2015	93853	480	MINERS & PISANI INC	GAS METERS	14140	1	7401-430-62-46	SUPPLIES-GENERAL	1,379.12	1,379.12
Total 14140:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	STREET LINEN SER 04/07/15	250263083	1	2007-431-20-44	LINEN SERVICE	13.35	13.35
Total 250263083:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	720 SOUTH ST 4/07/15	250263084	1	7620-430-10-44	LINEN SERVICE	61.53	61.53
Total 250263084:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	GAS LINEN SER 4/07/15	250263086	1	7401-430-62-44	LINEN SERVICES	77.72	77.72
Total 250263086:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	WATER LINEN SER 04/14/15	250263666	1	7110-430-42-44	LINEN SERVICE	58.83	58.83
Total 250263666:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	STREET LINEN SER 04/14/15	250263667	1	2007-431-20-44	LINEN SERVICE	13.35	13.35

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 250263667:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	720 SOUTH ST 4/14/15	250263668	1	7620-430-10-44	LINEN SERVICE	13.35	13.35
Total 250263668:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	PARKS LINEN SER 04/14/15	250263669	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250263669:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	GAS LINEN SER 4/14/15	250263670	1	7401-430-62-44	LINEN SERVICES	77.72	77.72
Total 250263670:											
04/15	04/17/2015	93854	481	MISSION LINEN & UNIFO	WATER LINEN SER 4/14/15	S250262005	1	7110-430-42-44	LINEN SERVICE	48.00	48.00
Total S250262005:											
04/15	04/17/2015	93855	1186	OPIS	OPIS WHOLESALE REPORT	242728	1	7401-430-62-48	DUES AND MEMBERSHIPS	114.00	114.00
04/15	04/17/2015	93855	1186	OPIS	OPIS WHOLESALE REPORT	242728	2	7401-1430-105	PRE-PAID OTHER	570.00	570.00
Total 242728:											
04/15	04/17/2015	93856	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE 3/	636690	1	7401-430-62-43	TECHNICAL SVCS	21.40	21.40
04/15	04/17/2015	93856	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE 3/	636690	2	7110-430-42-43	TECHNICAL SVCS	21.40	21.40
Total 636690:											
04/15	04/17/2015	93857	572	QUILL CORPORATION	CARDSTOCK	2796824	1	1000-424-20-46	SUPPLIES-GENERAL	132.91	132.91
Total 2796824:											
04/15	04/17/2015	93857	572	QUILL CORPORATION	BOND PAPER	2846636	1	1000-424-20-46	SUPPLIES-GENERAL	26.33	26.33
Total 2846636:											
04/15	04/17/2015	93857	572	QUILL CORPORATION	PERFERATED PAPER	2984646	1	7620-430-10-46	SUPPLIES-GENERAL	126.74	126.74

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 2984646:											
04/15	04/17/2015	93857	572	QUILL CORPORATION	STENO PADS	3041702	1	7620-430-10-46	SUPPLIES-GENERAL	126.74	126.74
Total 3041702:											
04/15	04/17/2015	93857	572	QUILL CORPORATION	KLENNEX, COLOR COPY	3131027	1	7620-430-10-46	SUPPLIES-GENERAL	45.32	45.32
Total 3131027:											
04/15	04/17/2015	93857	572	QUILL CORPORATION	MARKERS, MEMO BOOK,	3131653	1	7620-430-10-46	SUPPLIES-GENERAL	35.22	35.22
Total 3131653:											
04/15	04/17/2015	93858	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-5/1	884076	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	380.68	380.68
04/15	04/17/2015	93858	582	RAY MORGAN CO INC	P/D COPIER 5/15	884076	2	1000-421-10-44	RENT & LEASES EQUIP & VEHI	221.86	221.86
Total 884076:											
04/15	04/17/2015	93859	1442	RSJDESIGN AND CONST	REFUND BUILDING PERMIT	MCMULLEN 14-007	1	1000-424-20-32	BUILDING PERMITS	111.25	111.25
04/15	04/17/2015	93859	1442	RSJDESIGN AND CONST	REFUND BUILDING PERMIT	MCMULLEN 14-007	2	1000-2205-006	DEPOSIT PAYABLE-SB 1473	1.00	1.00
Total MCMULLEN 14-007:											
04/15	04/17/2015	93860	1361	SAFARILAND, LLC	16 BODY ARMOR HOLDERS #0	I15-028329	1	1000-421-10-47	EQUIPMENT - SAFETY	112.25	112.25
Total I15-028329:											
04/15	04/17/2015	93860	1361	SAFARILAND, LLC	BALLISTIC VEST STAFFORD	I15-050589	1	1000-421-10-47	EQUIPMENT - SAFETY	1,797.40	1,797.40
Total I15-050589:											
04/15	04/17/2015	93861	8109		REFUND GAS OVERPAYMENT	10230800001	1	9999-1001-001	CASH CLEARING - UTILITIES	319.91	319.91
Total 10230800001:											
04/15	04/17/2015	93862	640	SIERRA ELECTRONICS	LIGHTBAR, ANTENNA & LABOR	208150	1	2030-421-10-47	MACHINERY & EQUIPMENT	918.08	918.08

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 208150:											
04/15	04/17/2015	93863	1270	SILVER STATE BARRICA	SIGN	78945	1	2007-431-20-46	SUPPLIES-GENERAL	918.08	918.08
Total 78945:											
04/15	04/17/2015	93864	1436	STANISLAUS FARM SUP	CHLORATE	1228320	1	7401-430-62-46	SUPPLIES-GENERAL	73.59	73.59
Total 1228320:											
04/15	04/17/2015	93865	686	SUSANVILLE TRUCK & A	HYDRAULICS ON SWEEPER	474285	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	170.00	170.00
Total 474285:											
04/15	04/17/2015	93866	1244	TITLEIST	BALL MARKER	900502936	1	7530-451-52-46	SUPPLIES-GENERAL	349.00	349.00
Total 900502936:											
04/15	04/17/2015	93866	1244	TITLEIST	GOLF BALLS	900507077	1	7530-451-52-46	SUPPLIES-GENERAL	578.88	578.88
Total 900507077:											
04/15	04/17/2015	93867	966	TURF STAR, INC.	SEAL KIT	689036900	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	86.72	86.72
Total 689036900:											
04/15	04/17/2015	93867	966	TURF STAR, INC.	BALL JOINTS	689098400	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	86.72	86.72
Total 689098400:											
04/15	04/17/2015	93868	728	U S POSTMASTER	WATER BILLING POSTAGE	041715	1	7110-430-42-46	POSTAGE	115.85	115.85
04/15	04/17/2015	93868	728	U S POSTMASTER	GAS BILLING POSTAGE	041715	2	7401-430-62-46	POSTAGE	785.62	785.62
Total 041715:											
04/15	04/17/2015	93869	6707		REFUND GAS DEPOSIT	10531800530	1	7401-2228-000	DEPOSITS-CUSTOMER	404.72	404.72
Total 1,190.34:											
										1,190.34	1,190.34
										184.13	184.13

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 10531800530:											
04/15	04/17/2015	93870	770	WESTERN NEVADA SUP	PIPE	66194963	1	7620-430-10-46	SUPPLIES-GENERAL	184.13	184.13
Total 66194963:											
04/15	04/17/2015	93870	770	WESTERN NEVADA SUP	REPAIR BAND	66197267	1	7110-430-42-46	SUPPLIES-GENERAL	37.02	37.02
Total 66197267:											
04/15	04/17/2015	93870	770	WESTERN NEVADA SUP	SUPER BLADE	66202550	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	16.78	16.78
Total 66202550:											
04/15	04/17/2015	93871	783		REFUND WATER OVERPAYME	10425400003	1	9999-1001-001	CASH CLEARING - UTILITIES	157.19	157.19
Total 10425400003:											
Grand Totals:										52,062.01	52,062.01

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

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Deborah Savage, Finance Manager

Action Date: March 18, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Finance Reports

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for the Council's review is the cash and investment report and the summary report of revenues, expenditures and projected fund balances for the month of March 2015.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to receive and file monthly finance report.

ATTACHMENTS: Pooled cash and investments report
Caselle cash report
Receipts and disbursements report
Revenues, expenses and fund balances report

POOLED CASH & INVESTMENTS

March 31, 2015

POOLED CASH FUND	
Bank of America - Checking	546,021
LAIF	14,001,009
Total Cash & Investments	<u>14,547,030</u>

Pooled Cash Allocation:

General	1,093,467
General-Restricted	962,352
Special Revenue	1,785,044
Capital Projects	(146,900)
Debt Service	683,701
Enterprise	
Airport	16,556
Geothermal	290,831
Golf Course	24,610
Natural Gas	4,260,585
Water	4,467,965
Internal Service	544,214
Trust & Agency	564,606
Total Cash & Inv. Allocations	<u>14,547,030</u>

CASH WITH FISCAL AGENTS

March 31, 2015

General	
Special Revenue	
Capital Projects	
Debt Service	150,017
Enterprise	2,446,368
Internal Service	
Trust & Agency	

S:/Finance/Debi/Coun Total Cash with Fiscal Agents 2,596,385

GRAND TOTAL 17,143,415

4/30/2015 8:33

Totals may not add due to rounding

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 MARCH 31, 2015

COMBINED ACCOUNTS

9999-1011-001	B OF A # 08038-80200	546,021.06
9999-1030-001	LAIF	14,001,009.28
	TOTAL COMBINED CASH AND INVESTMENTS	14,547,030.34
9999-1000-000	CLAIM ON CASH	(14,547,030.34)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	75,855.34
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,423.04
1004	ALLOCATION TO GF-PANGERA PLAZA	18,165.13
1005	ALLOCATION TO GF-RESERVE ACCOUNT	802,418.16
2002	ALLOCATION TO STATE COPS	14,448.33
2006	ALLOCATION TO SNOW REMOVAL	120,603.30
2007	ALLOCATION TO STREETS & HIGHWAYS	155,715.09
2010	ALLOCATION TO STREET MITIGATION	118,065.43
2011	ALLOCATION TO POLICE MITIGATION	41,022.80
2012	ALLOCATION TO FIRE MITIGATION	140,670.26
2013	ALLOCATION TO PARK DEDICATION FUND	175,010.10
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109	50,893.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	291,465.37
2017	ALLOCATION TO STATE ECONOMIC REV FD	256,532.99
2018	ALLOCATION TO HOME REVOLVING FUND	231,496.53
2030	ALLOCATION TO TRAFFIC SAFETY	71,645.56
2035	ALLOCATION TO PAUL BUNYAN/ASH STREET	96,138.52
2037	ALLOCATION TO SKYLINE BICYCLE LANE	7,489.27
3019	ALLOCATION TO STIP REHABILITATION PROJECT	(166,380.28)
3020	ALLOCATION TO STIP FEDERAL REHAB PROJECT	(6,172.08)
3023	ALLOCATION TO PROP 1B IMPROVEMENTS	25,651.94
4001	ALLOCATION TO MARK ROOS SERIES B/92	122,053.95
4003	ALLOCATION TO CITY HALL	16,885.40
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	544,761.15
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	1,182,985.91
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	35,945.32
7630	ALLOCATION TO RISK MANAGEMENT FUND	182,124.39
7650	ALLOCATION TO PAYROLL	214,420.43
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	7,175.53
8402	ALLOCATION TO LAFCO	52,006.36
8403	ALLOCATION TO SEC 125 AFLAC	1,081.09
8404	ALLOCATION TO AIR POLLUTION	320,761.43
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	183,581.36
	ALLOCATIONS TO RESTRICTED FUNDS	10,195,015.12

UNRESTRICTED FUNDS

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 MARCH 31, 2015

1000	ALLOCATION TO GENERAL FUND	1,093,467.28
1006	ALLOCATION TO POLICE BUILDING MAINT/EQUIP	21,134.95
1007	ALLOCATION TO FIRE BUILDING MAINT/EQUIP FUND	20,420.04
1008	ALLOCATION TO ADMIN SVCS BUILDING/EQUIP FUND	20,935.17
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	281,004.76
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	3,974.30
7201	ALLOCATION TO AIRPORT	16,556.33
7301	ALLOCATION TO GEOTHERMAL UTILITY	290,830.58
7401	ALLOCATION TO NATURAL GAS	2,453,509.52
7530	ALLOCATION TO GOLF COURSE	24,610.45
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	111,723.87
		<hr/>
	ALLOCATIONS TO UNRESTRICTED FUNDS	4,352,015.22
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	14,547,030.34
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(14,547,030.34)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	.00
		<hr/> <hr/>

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	I/P Disbursement	Receipts	Balance
				\$202,865.58
3/2/2015			\$62,211.62	\$265,077.20
3/2/2015			\$397.04	\$265,474.24
3/2/2015		-\$57.40		\$265,416.84
3/2/2015		-\$1,689.13		\$263,727.71
3/2/2015			\$8,389.06	\$272,116.77
3/2/2015		-\$2,685.01		\$269,431.76
3/3/2015			\$77,476.48	\$346,908.24
3/3/2015			\$3,337.57	\$350,245.81
3/3/2015		-\$93,356.70		\$256,889.11
3/3/2015		-\$2,862.68		\$254,026.43
3/3/2015		-\$30,450.87		\$223,575.56
3/3/2015		-\$4,263.73		\$219,311.83
3/3/2015		-\$1,145.23		\$218,166.60
3/3/2015		-\$36,572.39		\$181,594.21
3/3/2015			\$63,767.55	\$245,361.76
3/3/2015		-\$2.21		\$245,359.55
3/3/2015		-\$182.00		\$245,177.55
3/3/2015		-\$1,161.58		\$244,015.97
3/3/2015			\$8,932.07	\$252,948.04
3/4/2015			\$23,943.22	\$276,891.26
3/4/2015			\$642.62	\$277,533.88
3/4/2015			\$34.82	\$277,568.70
3/4/2015			\$245.86	\$277,814.56
3/4/2015			\$548.42	\$278,362.98
3/4/2015			\$743.16	\$279,106.14
3/4/2015			\$865.14	\$279,971.28
3/4/2015			\$1,050.34	\$281,021.62
3/4/2015			\$4,477.04	\$285,498.66
3/5/2015			\$29,491.30	\$314,989.96
3/5/2015			\$2,221.85	\$317,211.81
3/5/2015		-\$519.60		\$316,692.21
3/5/2015		-\$15.00		\$316,677.21
3/5/2015		-\$20,040.63		\$296,636.58
3/5/2015			\$5,165.11	\$301,801.69
3/5/2015		-\$39,678.16		\$262,123.53
3/6/2015			\$46,519.28	\$308,642.81
3/6/2015			\$868.38	\$309,511.19
3/6/2015			\$5,105.14	\$314,616.33
3/6/2015			\$5,613.82	\$320,230.15
3/6/2015			\$344.99	\$320,575.14
3/9/2015			\$76,899.36	\$397,474.50
3/9/2015			\$1,060.70	\$398,535.20
3/9/2015			\$3,876.66	\$402,411.86
3/10/2015			\$7,418.06	\$409,829.92
3/10/2015			\$555.62	\$410,385.54
3/10/2015			\$2,014.68	\$412,400.22
3/11/2015			\$17,127.32	\$429,527.54
3/11/2015			\$347.32	\$429,874.86
3/11/2015		-\$279.91		\$429,594.95
3/11/2015			\$7,790.10	\$437,385.05
3/11/2015			\$105.60	\$437,490.65
3/12/2015		-\$256.68	\$19,887.50	\$457,121.47
3/12/2015			\$31.11	\$457,152.58
3/12/2015			\$31.93	\$457,184.51
3/12/2015			\$940.04	\$458,124.55
3/12/2015		-\$98,290.36		\$359,834.19
3/12/2015		-\$17,871.25		\$341,962.94
3/12/2015		-\$73,567.17		\$268,395.77
3/12/2015			\$5,153.80	\$273,549.57
3/13/2015			\$34,674.31	\$308,223.88
3/13/2015			\$270.99	\$308,494.87
3/13/2015		-\$348.47		\$308,146.40
3/13/2015		-\$400.00		\$307,746.40
3/13/2015			\$3,747.75	\$311,494.15
3/16/2015			\$98,194.43	\$409,688.58
3/16/2015			\$307.72	\$409,996.30
3/16/2015		-\$1,020.96		\$408,975.34
3/16/2015			\$6,027.82	\$415,003.16
3/16/2015			\$967.23	\$415,970.39
3/17/2015			\$14,997.94	\$430,968.33
3/17/2015			\$470.79	\$431,439.12
3/17/2015			\$2,013.70	\$433,452.82
3/17/2015		-\$94,320.48		\$339,132.34

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	I/P Disbursement	Receipts	Balance
3/17/2015		-\$5,335.76		\$333,796.58
3/17/2015		-\$31,395.81		\$302,400.77
3/17/2015		-\$4,318.49		\$298,082.28
3/17/2015		-\$1,163.16		\$296,919.12
3/17/2015		-\$73,712.00		\$223,207.12
3/17/2015		-\$43,569.28		\$179,637.84
3/17/2015		-\$1,196.22		\$178,441.62
3/17/2015			\$161.00	\$178,602.62
3/18/2015			\$15,939.61	\$194,542.23
3/18/2015			\$25.00	\$194,567.23
3/18/2015			\$9.14	\$194,576.37
3/18/2015			\$1,560.20	\$196,136.57
3/18/2015			\$2,266.95	\$198,403.52
3/18/2015		-\$20.00		\$198,383.52
3/18/2015		-\$15.00		\$198,368.52
3/18/2015			\$4,473.13	\$202,841.65
3/18/2015		-\$15,376.13		\$187,465.52
3/19/2015			\$9,559.70	\$197,025.22
3/19/2015			\$426.79	\$197,452.01
3/19/2015			\$3,025.29	\$200,477.30
3/20/2015			\$16,234.65	\$216,711.95
3/20/2015			\$115.00	\$216,826.95
3/20/2015			\$350.00	\$217,176.95
3/20/2015			\$1,391.27	\$218,568.22
3/20/2015			\$750.00	\$219,318.22
3/23/2015			\$40,694.06	\$260,012.28
3/23/2015			\$100.00	\$260,112.28
3/23/2015			\$923.91	\$261,036.19
3/23/2015			\$6,163.11	\$267,199.30
3/23/2015			\$2,705.65	\$269,904.95
3/24/2015			\$31,420.87	\$301,325.82
3/24/2015			\$1,184.93	\$302,510.75
3/24/2015			\$2,650.19	\$305,160.94
3/25/2015			\$14,370.10	\$319,531.04
3/25/2015			\$364.46	\$319,895.50
3/25/2015			\$76,305.53	\$396,201.03
3/25/2015			\$384.00	\$396,585.03
3/25/2015		-\$276.00		\$396,309.03
3/25/2015		-\$190.00		\$396,119.03
3/25/2015			\$4,740.83	\$400,859.86
3/25/2015			\$1,411.69	\$402,271.55
3/26/2015			\$8,628.64	\$410,900.19
3/26/2015			\$101.35	\$411,001.54
3/26/2015			\$61.58	\$411,063.12
3/26/2015				\$411,063.12
3/26/2015		-\$930.00		\$410,133.12
3/26/2015			\$3,602.46	\$413,735.58
3/26/2015			\$1,910.82	\$415,646.40
3/26/2015		-\$17,102.23		\$398,544.17
3/27/2015			\$29,209.14	\$427,753.31
3/27/2015			\$921.76	\$428,675.07
3/27/2015			\$432.97	\$429,108.04
3/27/2015		-\$30.00		\$429,078.04
3/27/2015			\$2,350.69	\$431,428.73
3/30/2015			\$75,552.27	\$506,981.00
3/30/2015			\$6,769.31	\$513,750.31
3/30/2015			\$5,930.11	\$519,680.42
3/31/2015			\$16,452.78	\$536,133.20
3/31/2015			\$190.57	\$536,323.77
3/31/2015			\$385.15	\$536,708.92
3/31/2015			\$9.14	\$536,718.06
3/31/2015			\$225.00	\$536,943.06
3/31/2015			\$387.92	\$537,330.98
3/31/2015			\$514.18	\$537,845.16
3/31/2015			\$653.28	\$538,498.44
3/31/2015			\$820.20	\$539,318.64
3/31/2015		-\$800.12		\$538,518.52
3/31/2015			\$150.86	\$538,669.38
3/31/2015			\$7,221.68	\$545,891.06
3/31/2015			\$130.00	\$546,021.06

**REVENUES, EXPENDITURES AND FUND BALANCES REPORT
UNAUDITED**

		Audited			Unaudited
<i>s:/Bob/fund Balances Report</i>					March
Fund #	Fund Title	6/30/14 Fund Balance	YTD Revenue	YTD Expenditures	Fund Balance 3/31/2015
100X	General Fund	2,496,024	3,119,324	3,685,863	1,929,485
2002	State COPS	41,999	58,701	86,252	14,448
2006	Snow Removal	119,656	23,445	21,013	122,087
2007	Streets	466,534	349,262	594,441	221,355
2010	Street Mitigation	111,147	6,919	0	118,065
2011	Police Mitigation	59,869	10,195	29,041	41,023
2012	Fire Mitigation	129,967	12,811	2,108	140,670
2013	Park Dedication	25,015	160,037	10,041	175,011
2014	State of CA - Prop 30/AB 109	28,273	41,124	18,504	50,893
2016	State Comm. Dev. Rev.FD	936,500	118,674	0	1,055,174
2017	State Economic Rev. FD	437,803	2,425	0	440,227
2018	Home Revolving Fund	748,731	39,028	0	787,759
2030	Traffic Safety	89,154	4,112	21,621	71,646
2035	Paul Bunyan/Ash Street Signal	96,036	103	0	96,139
2037	Skyline Bicycle Lane	7,482	8	0	7,490
3015	City Hall Parking Lot	44,600	6,388	37,140	13,848
3019	STIP Rehab Project	1,094	0	125,647	(124,553)
3020	STIP Federal Rehab Project	0		6,172	(6,172)
3023	Prop 1B CIP	26,940	0	0	26,940
3025	Sierra Park Project CIP	172,479	0	172,479	0
4001	Miller Fletcher	841,103	79,300	147,592	772,811
4003	City Hall Debt Service	48,875	106,061	138,050	16,885
4004	2013 CalPERS Refunding Loan	894,447	0	349,686	544,761
711X	Water Funds	3,051,782	1,505,831	1,651,562	2,906,050
7201	Airport	1,835,475	164,485	200,025	1,799,934
7301	Geothermal	534,643	62,134	46,980	549,798
740X	Natural Gas	(239,893)	2,805,188	2,880,408	(315,113)
7530	Golf Course	2,462,324	277,600	243,794	2,496,130
7610	OPEB	(129,704)	33,480	0	(96,224)
7620	PW Admin/Engineering	(344)	15,818	(86,760)	102,233
7630	Risk Management	229,962	396,645	444,337	182,270
8402	LAFCO	23,371	60,887	32,251	52,007
8404	Air Pollution	336,376	164,268	152,463	348,181
8405	Air Pollution - Carl Moyer	360,159	279	176,857	183,581
	TOTALS	16,287,877	9,624,530	11,187,568	14,724,839

AGENDA ITEM NO. 6D

Reviewed by: YGH City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Deborah Savage, Finance Manager

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Golf Course Update

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for Council's review is the monthly report of revenues, expenses and cash balances for the golf course for March 2015.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to receive and file monthly golf course update

ATTACHMENTS: Monthly golf course report

GOLF COURSE

GOLF SEASON IS APRIL-OCTOBER

Rounds Played

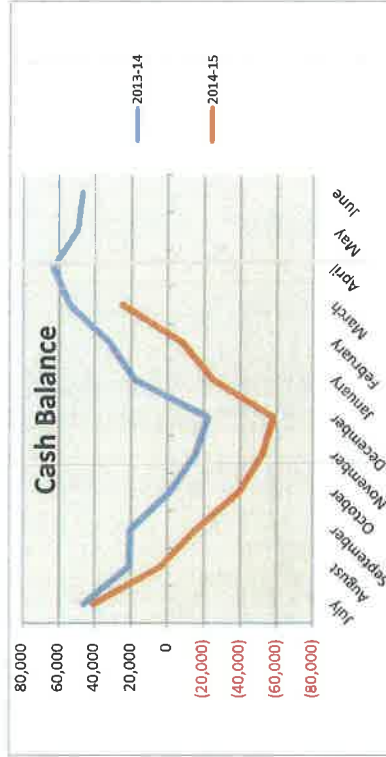
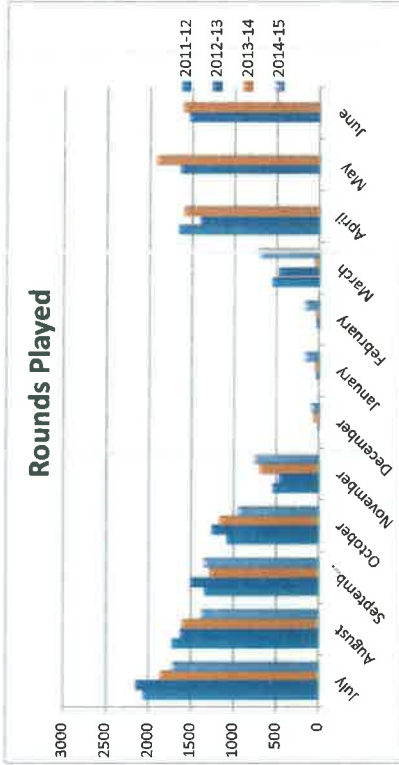
	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
July	2,484	2,744	2,432	2,076	2,157	1,862	1,738
August	2,322	2,435	2,400	1,740	1,636	1,609	1,398
September	1,817	1,866	1,792	1,357	1,516	1,277	1,363
October	1,601	1,401	1,215	1,098	1,267	1,163	965
November	1,103	895	741	557	473	697	777
December	368	61	0	0	22	66	106
January	0	0	0	0	45	48	183
February	0	0	0	0	41	41	182
March	0	0	0	564	483	56	717
April	1,840	1,270	1,122	1,672	1,412	1,599	
May	2,244	1,953	1,378	1,719	1,654	1,923	
June	2,511	2,446	1,564	1,859	1,545	1,613	
	16,290	15,071	12,644	12,642	12,251	11,954	7,429

Winter Play does not include rounds played for annual members.

Cash Balance (\$)

	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
July	4,754	(8,769)	(63,595)	(164,703)	(185,431)	46,316	40,244
August	3,746	(35,641)	(65,521)	(155,126)	(193,199)	21,223	3,187
September	2,707	(36,478)	(67,531)	(183,151)	(200,453)	20,658	(16,159)
October	1,482	(37,982)	(86,305)	(211,381)	(210,085)	(1,610)	(39,909)
November	400	(39,213)	(170,911)	(235,502)	(219,836)	(15,142)	(52,457)
December	(556)	(40,450)	(182,084)	(251,904)	(231,686)	(22,109)	(58,501)
January	(1,558)	(41,603)	(189,022)	(260,560)	(242,035)	18,530	(25,397)
February	(2,545)	(43,794)	(194,031)	(265,072)	(3,943)	31,973	(8,634)
March	(3,546)	(45,957)	(207,205)	(197,719)	48,766	54,233	24,611
April	(4,558)	(49,075)	(139,990)	(188,001)	74,261	63,514	
May	(5,844)	(53,577)	(163,433)	(185,079)	59,882	49,830	
June	(6,265)	(61,696)	(174,529)	(184,109)	46,510	47,143	

(1) - General Fund transferred in \$244,886 to remove negative cash



GOLF COURSE

Revenue (\$)

	2010-11	2011-12	2012-13	2013-14	2014-15
July	\$ 2,284	\$ 55,333	\$ 78,704	\$ 66,861	\$ 72,585
August	\$ 2,286	\$ 40,342	\$ 28,151	\$ 20,948	\$ 23,041
September	\$ 2,286	\$ 22,355	\$ 16,907	\$ 14,243	\$ 16,989
October	\$ 13,147	\$ 14,270	\$ 18,531	\$ 9,281	\$ 12,998
November	\$ 10,151	\$ 11,739	\$ 9,340	\$ 6,097	\$ 7,084
December	\$ 445	\$ 1,315	\$ 2,541	\$ 2,031	\$ 4,348
January	\$ 175	\$ -	\$ 627	\$ 46,874	\$ 32,929
February	\$ 1,504	\$ 771	\$ 8,479	\$ 18,544	\$ 20,800
March	\$ 7,256	\$ 71,957	\$ 52,973	\$ 24,741	\$ 44,466
April	\$ 89,414	\$ 27,191	\$ 34,671	\$ 14,241	
May	\$ 38,039	\$ 30,147	\$ 17,400	\$ 14,632	
June	\$ 21,516	\$ 43,943	\$ 26,349	\$ 25,829	
	\$ 188,503	\$ 319,362	\$ 294,671	\$ 274,322	\$ 235,241

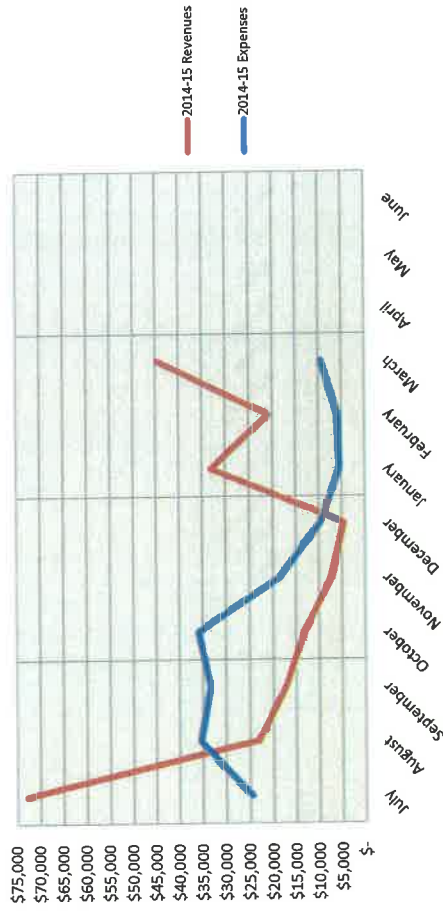
Expenses (\$)

	2010-11	2011-12	2012-13	2013-2014	2014-15
July	\$ 8,495	\$ 33,627	\$ 36,737	\$ 24,054	\$ 24,593
August	\$ 3,970	\$ 71,919	\$ 58,916	\$ 42,984	\$ 35,518
September	\$ 11,204	\$ 51,818	\$ 31,511	\$ 27,049	\$ 33,330
October	\$ 47,590	\$ 47,451	\$ 35,092	\$ 36,693	\$ 35,939
November	\$ 34,276	\$ 54,972	\$ 29,001	\$ 21,353	\$ 18,556
December	\$ 19,451	\$ 22,233	\$ 17,629	\$ 6,914	\$ 9,723
January	\$ (3,769)	\$ 14,766	\$ 15,224	\$ 5,311	\$ 5,484
February	\$ 15,222	\$ 15,038	\$ 25,556	\$ 4,144	\$ 5,861
March	\$ 24,881	\$ 25,361	\$ 12,940	\$ 6,208	\$ 9,580
April	\$ 29,967	\$ 35,536	\$ 22,179	\$ 22,989	
May	\$ 31,809	\$ 39,833	\$ 46,152	\$ 33,686	
June	\$ 87,589	\$ 33,799	\$ 60,118	\$ 30,895	
	\$ 310,685	\$ 442,570	\$ 391,057	\$ 262,280	\$ 178,584

Net Profit(Loss)

	(122,182)	(123,208)	(96,386)	12,042	56,656
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Golfing Revenue and Expenses



GOLF COURSE RESTAURANT

	2012-13			2013-14			2014-15		
Revenues	Revenues	Expenses	Net Profit(Loss)	Revenues	Expenses	Net Profit(Loss)	Revenues	Expenses	Net Profit(Loss)
July				\$ 8,783	\$ 9,078	(295)	\$ 9,328	\$ 10,493	(1,165)
August				\$ 5,594	\$ 13,999	(8,406)	\$ 10,671	\$ 19,642	(8,971)
September				\$ 7,767	\$ 5,924	1,843	\$ 10,204	\$ 18,853	(8,649)
October				\$ 4,097	\$ 7,101	(3,005)	\$ 8,645	\$ 11,004	(2,359)
November				\$ 2,411	\$ 3,261	(851)	\$ 3,512	\$ 5,218	(1,706)
December									
January									
February									
March		\$ 9,478	(9,478)	\$ 600	\$ 600	(600)			
April	\$ 5,200	\$ 7,298	(2,098)	\$ 5,183	\$ 8,264	(3,082)			
May	\$ 7,047	\$ 5,928	1,118	\$ 8,453	\$ 13,272	(4,819)			
June	\$ 8,632	\$ 16,138	(7,506)	\$ 17,708	\$ 26,694	(8,987)			
	\$ 20,878	\$ 38,842	(17,964)	\$ 59,994	\$ 88,194	(28,200)	\$ 42,360	\$ 65,210	(22,850)

Reviewed by: JKH City Administrator
 City Attorney

 Motion only
X Public Hearing
X Resolution
 Ordinance
 Information

Submitted By: Deborah Savage, Finance Manager

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5153** Establishing and Adopting Schedule of Fees for Services, previously established by Resolution No. 14-5041

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: The City adopts resolutions establishing various fees for services. A fee is a charge imposed on an individual or business for a service or facility provided directly to an individual or business. Local governments charge fees for a wide range of purposes, from park entry fees to building plan check fees. The amount of the fee may not exceed the cost of government to provide the service. These fees are reviewed annually to determine that fees are consistent with the cost of the service and should be adjusted when necessary.

Staff is submitting the Fee Schedule for Fiscal Year 2015-16 with the following changes:

Increases (Red Font)—Currently charged fees that are proposed to be increased based on the Consumer Price Index

- Street, Police and Fire Mitigation Fees

The City charges mitigation fees to reduce the impacts of new construction on law enforcement, fire protection and traffic. Current fees have not been increased since 2008. Based on the average CPI per year for the last seven years, the total increase would be approximately nine percent. Staff is recommending a more modest increase of four and one-half percent and formalizing an annual increase to be tied to the yearly CPI using the Consumer Price Indexes and U.S City Average-West B/C-Urban Wage Earners for the year ending December of the previous year. Using the last commercial project as an example, the proposed mitigation fees would have cost an additional \$2,400 on an \$880,000 project.

Reduced Fees (Blue Font)—

- Private Hydrant Inspection-Regulation changes made testing procedures more efficient.

FISCAL IMPACT: The proposed fees and charges have been calculated to recover the estimated cost of providing the service. For fiscal year 2015-16, the amount estimated to be collected for all fees under the current fee structure is approximately \$297,228. (Approximately \$123,420 for General Fund, \$77,214 for Special Revenue Funds, and \$96,594 for Proprietary Funds (not including utilities).

ACTION REQUESTED: Motion to adopt Resolution No. 15-5153 Establishing and Adopting Schedule of Fees for Services for the Fiscal Year 2015-16.

ATTACHMENTS: Resolution No. 15-5153
Exhibit A- Fees for Services for FY 2015-16
Resolution No. 14-5041

RESOLUTION NO. 15-5153
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
ESTABLISHING AND ADOPTING SCHEDULE OF RATES, FEES AND
CHARGES ESTABLISHED BY PRIOR RESOLUTION NO. 14-5041

WHEREAS, the City Council of the City of Susanville has heretofore established various schedules of rates, fees and charges for various services , including but not limited to, development fees, encroachment permit fees, public works fees, city care fees, duplication fees, building permit fees, police services fees, fire services fees, etc; and

WHEREAS, California Government Code Section 66013 or 66014 requires that no local agency shall levy a service charge or fee to an amount which exceeds the estimated amount of providing the services; and

WHEREAS, California Government Code Section 66016 requires that prior to levying a new fee or service charge, a local agency shall hold at least one public hearing at which oral or written presentations can be made and data can be made available to the public; and

WHEREAS, California Government Code Section 66018 requires that prior to adopting an ordinance or resolution adopting a new fee or charge, or increasing an existing fee or charge, a local agency shall hold a public hearing, at which oral or written presentations can be made, as part of a regularly scheduled meeting; and

WHEREAS, pursuant to California Government Code Section 66018, the City Council has conducted a public hearing with respect to the rates, fees and charges prior to adoption of this Resolution; and

WHEREAS, the City Council desires to adjust the rates, fees and charges and implement new rates, fees and charges for various government services provided by the City of Susanville, as set forth herein; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred,

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

- 1 The City Council hereby finds and determines that based upon the data, information, analyses, oral and written documentation received concerning the rates, fees and charges described in Exhibit "A" incorporated herein, the rates, fees and charges do not exceed the established reasonable cost of providing the service for which they are levied.
- 2 The rates, fees and charges set forth in Exhibit "A" are hereby adopted and approved.

- 3 The rates, fees and charges set forth in Exhibit "A" attached hereto shall be effective and shall be implemented commencing July 1, 2015, except for Planning and Building Fees, which shall take effect sixty (60) days after City Council adoption of this Resolution .
- 4 Immediately upon the effective date, any previously established rates, fees and charges shall be superseded by the rates, fees and charges established in said Exhibit "A".
- 5 If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of the Resolution.
- 6 The City Clerk shall certify to the adoption of this Resolution.

Dated: May 6, 2015

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 6th day of May, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

A	B	J	K	L	N
1	2	3	4	5	6
1	07/01+15 Budget/2014+15 Fees for Service - Exhibit A				
2					
3	Department				
4	City Clerk				
5	Service				
6	Filing fee for Notice of Intent to circulate petition	\$200.00	\$200.00	\$0.00	
7	Notary fees per signature	\$10.00	\$10.00	\$0.00	
8	Duplication Fees per copy	\$0.10	\$0.10	\$0.00	
9					
10	Finance Dept				
11	NSF Returned Check (First check passed)	\$25.00	\$25.00	\$0.00	
12	NSF Returned Check (Subsequent checks passed)	\$35.00	\$35.00	\$0.00	
13	Business License/USA Log	\$7.00	\$7.00	\$0.00	
14	Credit Card Fee (for payments on line or over the t	\$3.00	\$3.00	\$0.00	
15	Water/Natural Gas Utility Late Fee	10%	10%		
16					
17	Comm. Devel.				
18	Building				
19	Minimum permit fee	\$56.00	\$56.00	\$0.00	
20	Electrical permit application fee	\$46.00	\$46.00	\$0.00	
21	Mechanical permit application fee	\$46.00	\$46.00	\$0.00	
22	Plumbing permit application fee	\$46.00	\$46.00	\$0.00	
23	Building Permit application fee	\$46.00	\$46.00	\$0.00	
24	Permit fee - Electrical	\$103.00	\$103.00	\$0.00	
25	Permit fee - Mechanical	\$103.00	\$103.00	\$0.00	
26	Permit fee - Plumbing	\$103.00	\$103.00	\$0.00	
27	Demolition Permit	\$153.00	\$153.00	\$0.00	
28	Plan Review Revisions	\$40.00	\$40.00	\$0.00	
29	Temp certificate of occupancy	\$106.00	\$106.00	\$0.00	
30	Re-inspection fees	\$71.00	\$71.00	\$0.00	
31	Sign permit-copy Change Only	\$52.00	\$52.00	\$0.00	
32	Sign permit-new permit (flat rate vs. valuation)	\$163.00	\$163.00	\$0.00	
33	Expired Permit	\$123.00	\$123.00	\$0.00	

	A	B	J	K	L	N
	Department	Service	2014-2015 CURRENT FEE	2015-2016 NEW FEE	Increase (Decrease)	NEW JUSTIFICATION
2	33	Commun. Devel.				
3	34	Planning				
35		Architectural Design & Site Plan Review-less than 1000 sq ft	\$104.00	\$104.00	\$0.00	
36		Architectural Design & Site Plan Review-more than 1000 sq ft	\$1,144.00	\$1,144.00	\$0.00	
37		Lot Line Adjustment	\$600.00	\$600.00	\$0.00	
38		Lot Merger	\$600.00	\$600.00	\$0.00	
39		Certificate of Compliance	\$381.00	\$381.00	\$0.00	
40		Administrative Permit	\$209.00	\$209.00	\$0.00	
41		Temporary Use Permit	\$100.00	\$100.00	\$0.00	
42		Home Occupation Permit	\$90.00	\$90.00	\$0.00	
43		Variance (proposed development)	\$612.00	\$612.00	\$0.00	
44		Floodplain Permit	\$1,224.00	\$1,224.00	\$0.00	
45		Conditional Use Permit Res - proposed (fences, sign)	\$190.00	\$190.00	\$0.00	
46		Conditional Use Permit Res - existing (fences, signs)	\$421.00	\$421.00	\$0.00	
47		Conditional Use Permit minor	\$1,033.00	\$1,033.00	\$0.00	
48		Conditional Use Permit moderate	\$842.00	\$842.00	\$0.00	
49		Conditional Use Permit major	\$1,414.00	\$1,414.00	\$0.00	
50		Conditional Use Permit PD	\$2,081.00	\$2,081.00	\$0.00	
51		Service	\$2,443.00	\$2,443.00	\$0.00	
52		Tentative Parcel Map	\$1,414.00	\$1,414.00	\$0.00	
53		Tentative Subdivision Map	\$2,443.00	\$2,443.00	\$0.00	
54		Zone Change	\$2,066.00	\$2,066.00	\$0.00	
55		Zone Change PD	\$2,257.00	\$2,257.00	\$0.00	
56		General Plan Amendment	\$2,328.00	\$2,328.00	\$0.00	
57		General Plan Amendment with Ammunition Specific Plan	\$4,048.00	\$4,048.00	\$0.00	
58		Environmental Impact Report	Actual cost plus 15%	Actual cost plus 15%		
59		Special Study for Environmental Review by outside professionals	Actual cost plus 15%	Actual cost plus 15%		
60		Telecommunications Registration Fee	\$1,500.00	\$1,500.00	\$0.00	
61		Telecommunications Encroachment Review Fee	\$350.00	\$350.00	\$0.00	
62		Site Improvement Plan Review (PV Engineering)	Actual cost plus 15% plus \$1,000 Deposit	Actual cost plus 15% plus \$1,000 Deposit		
63		Engineering Review	Actual cost plus 15% plus \$1,000 Deposit	Actual cost plus 15% plus \$1,000 Deposit		
64		Outside Plan Review (Including Revisions)	Actual cost plus 15%	Actual cost plus 15%		
65		Negative Declaration	\$3,080.00	\$3,080.00	\$0.00	
66		Notice of Exemption	\$100.00	\$100.00	\$0.00	
67		Final Subdivision Map	Varies ***\$2,044-\$2,839.25 State Fee	Varies ***\$2,044-\$2,839.25 State Fee		
68		Final Parcel Map	\$1,144.00	\$1,144.00	\$0.00	
69		Appealed Conditions	\$782.00	\$782.00	\$0.00	
70		Appeals to Planning Commission	\$652.00	\$652.00	\$0.00	
71		Appeals to City Council	\$381.00	\$381.00	\$0.00	
72		Mitigation Fees - Streets (per Sq. Ft)	\$461.00	\$461.00	\$0.00	
73		Mitigation Fees - Police (per Sq. Ft)	\$0.92	\$0.96	\$0.04	per square foot based on Abbey Study dated July 1990 4.5% COLA for 2009-2014
74		Mitigation Fees - Fire/Residential (per Sq. Ft)	\$1.19	\$1.24	\$0.05	per square foot based on Abbey Study dated July 1990 4.5% COLA for 2009-2014
75		Mitigation Fees - Fire/commercial (per Sq. Ft)	\$0.87	\$0.91	\$0.04	per square foot based on Abbey Study dated July 1990 4.5% COLA for 2009-2014
76		Mitigation Fees - Fire/residential (per Sq. Ft)	\$1.08	\$1.13	\$0.05	per square foot based on Abbey Study dated July 1990 4.5% COLA for 2009-2014
77		Historic Building Site Registry	\$126.00	\$126.00	\$0.00	
78		Plan Check Fee (per hour)	\$82.00	\$82.00	\$0.00	
79		Final Map Check Fee (per hour)	\$82.00	\$82.00	\$0.00	
80		Development Improvement Inspection	1%-2%	1%-2%	\$0.00	
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	A	B	J	K	L	N
	Department	Service	2014-2015 CURRENT FEE	2015-2016 NEW FEE	Increase (Decrease)	NEW JUSTIFICATION
86	Commun. Svc.					
87		Community Center rental (per day-less than 4 hrs)	\$70.00	\$70.00	\$0.00	
88		Community Center rental (per day-more than 4 hrs)	\$101.00	\$101.00	\$0.00	
89		CC Kitchen only (per day)	\$63.00	\$63.00	\$0.00	
90		PA System Rental	\$20.00	\$20.00	\$0.00	
91		Electrical Panel Rental	\$20.00	\$20.00	\$0.00	
92		Riverside Park - (per day)	\$132.00	\$132.00	\$0.00	
93		Riverside Park - Class Reunions	\$100.00	\$100.00	\$0.00	
94		Arctic Field (per day)	\$45.00	\$45.00	\$0.00	
95		Group Picnic Area (per day) memorial park	\$59.00	\$59.00	\$0.00	
96		Tournament Fee (per day)	\$35.00	\$35.00	\$0.00	
97		Amphitheater/Stage (per day)	\$47.00	\$47.00	\$0.00	
98		Light Tokens	\$6.50	\$6.50	\$0.00	
99						
100						
101	Police	Police Reports	\$5.00	\$5.00	\$0.00	
102		Reports additional pages	\$0.10	\$0.10	\$0.00	
103		Finger Prints	\$28.00	\$28.00	\$0.00	
104		Solicitor's Permits	\$28.00	\$28.00	\$0.00	
105		Amplified Music	\$10.00	\$10.00	\$0.00	
106		Taxi Owner	\$28.00	\$28.00	\$0.00	
107		Taxi Driver	\$28.00	\$28.00	\$0.00	
108		Vehicle Release	\$82.00	\$82.00	\$0.00	
109		VIN Verification	\$11.00	\$11.00	\$0.00	
110		Civil Subpoena (per day)	\$150.00	\$150.00	\$0.00	
111		Citation sign off (Not SPP)	\$10.00	\$10.00	\$0.00	
112		Daily Alcohol Sales App	\$10.00	\$10.00	\$0.00	
113		Police Service Fee (per hour)	\$63.00	\$63.00	\$0.00	
114		DUI Recovery Fee (per hour)	\$63.00	\$63.00	\$0.00	
115		Subpoena Duces Tecum EC1560	\$63.00	\$63.00	\$0.00	
116		Booking Fee Reimbursement	\$15.00	\$15.00	\$0.00	
117		NSF Returned Check (First check passed)	Actual cost county charge \$25.00	Actual cost county change \$25.00	\$0.00	
118		NSF Returned Check (Subsequent checks passed)	\$35.00	\$35.00	\$0.00	
119						
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A	B	J	K	L	N
2	3	2014-2015	2015-2016	Increase (Decrease)	NEW JUSTIFICATION
Department	Service	CURRENT FEE	NEW FEE		
121	Public Works				
122					
123	Fire Hydrant Use Application Fee (No Meter) plus D	\$100.00	\$100.00	\$0.00	
125	Fire Hydrant Use Application Fee (With Meter) plus	\$100.00	\$100.00	\$0.00	
126	Inspection Fee	\$112.00	\$112.00	\$0.00	
127	Back Flow Prevention Devices	Actual cost	Actual cost	\$0.00	
128	Wall Permits	\$274.00	\$274.00	\$0.00	
129	Request for detrimnet of curb, gutter sidewalk	\$290.00	\$290.00	\$0.00	
130	Testing and Sampling	Actual Cost	Actual Cost	\$0.00	
131	Development outside City limits (% of cost of work)	2%	2%		
132	Encroachment Permits-				
133	Encroachment Permit Review	Cost	Cost	\$0.00	
134	Concrete, sidewalk, curb & gutter >25 & <100 L	\$218.00	\$218.00	\$0.00	
135	Concrete, sidewalk, curb & gutter >100 & <300 L	\$274.00	\$274.00	\$0.00	
136	Concrete, sidewalk, curb & gutter >300 & <500 L	\$330.00	\$330.00	\$0.00	
137	Concrete, sidewalk, curb & gutter >500 L	\$386.00	\$386.00	\$0.00	
138	Concrete, sidewalk, curb & gutter >500 L	2% of cost	2% of cost	\$0.00	
139	AC or PCC Pavement 1000 SF or less	\$274.00	\$274.00	\$0.00	
140	AC or PCC Pavement 1001 to 3000 SF	\$330.00	\$330.00	\$0.00	
141	AC or PCC Pavement 3001 to 6000 SF	\$386.00	\$386.00	\$0.00	
142	AC or PCC Pavement 6001 to 10,000 SF	\$442.00	\$442.00	\$0.00	
143	AC or PCC Pavement More than 10,000 SF	2% of cost	2% of cost	\$0.00	
144	Excavation outside pavement 200 LF or less	\$162.00	\$162.00	\$0.00	
145	Excavation outside pavement > 200 LF	\$162.00	\$162.00	\$0.00	
146	** For Each Additional Foot over 200 feet 0.18 will be charged per foot				
147	Excavation inside pavement 100 LF or less	\$240.00	\$240.00	\$0.00	
148	Excavation inside pavement 101 to 500 LF	\$274.00	\$274.00	\$0.00	
149	Excavation inside pavement 501 TO 1000 LF	\$312.00	\$312.00	\$0.00	
150	Excavation inside pavement 1001 to 1500 LF	\$356.00	\$356.00	\$0.00	
151	Excavation inside pavement 1501 to 3000 LF	\$390.00	\$390.00	\$0.00	
152	Excavation inside pavement over 3000 LF	\$487.00	\$487.00	\$0.00	
153	AC Repair 0-25 SF	\$312.50	\$312.50	\$0.00	
154	26-50 SF	\$500.00	\$500.00	\$0.00	
155	51-75 SF	\$637.50	\$637.50	\$0.00	
156	76-100 SF	\$700.00	\$700.00	\$0.00	
157	101-200 SF	\$1,000.00	\$1,000.00	\$0.00	
158	Non construction permits within pavement	\$50.00	\$50.00	\$0.00	
159	Excessive Encroachment Permit Inspections	\$112.00	\$112.00	\$0.00	
160					
161					

A	B	J	K	L	N
Department	Service	2014-2015 CURRENT FEE	2015-2016 NEW FEE	Increase (Decrease)	NEW JUSTIFICATION
164					Type 1 Engine - \$350/hr, Type 1 Rescuel/Engine - \$425/hr, Type II Engine - \$250/hr, Type III Engine - \$150/hr, Ladder Truck - \$550/ hour, Command Vehicle - \$50/hr, Utility Vehicle - \$50.00/hr] 1 hr minimum
165	Fire Reports	\$38.00	\$38.00	\$0.00	Dispatch Fee - \$13.00, Volunteer Recovery Fee - \$20.00/hr each, Administrative Fee- 20% or \$200 (whichever is greater), Special Equipment - \$400 each
166	New Business Inspections	\$82.00	\$82.00	\$0.00	
167	Burn Permits	\$8.00	\$8.00	\$0.00	
168	Medical Calls (Inside City Limits Nonresident or not confi Fireworks display booth inspections ***)	Actual cost \$500.00	Actual cost \$500.00	\$0.00	
169	*** Additional inspections requires additional fees				
170	Sprinkler Plan and Inspection	\$82.00	\$82.00	\$0.00	
171	Plan Check Review	\$82.00	\$82.00	\$0.00	
172	Carnivals and Fair Inspections	\$575.00	\$575.00	\$0.00	
173	State Mandated Inspections:				
174	Day Care, residential (per hour)	\$82.00	\$82.00	\$0.00	
175	Day Care, commercial (per hour)	\$82.00	\$82.00	\$0.00	
176	Convalescent Hospital/Assisted Living (per hour)	\$82.00	\$82.00	\$0.00	
177	Other:				
178	Fire Suppression/Alarm system plan check (per hou	\$82.00	\$82.00	\$0.00	
179	Fire Investigation Services (per hour)	Actual cost	Actual cost		
180	Mainten/raise alarms	Actual cost	Actual cost		
181	Fire-stand by	Actual cost	Actual cost		
182	Facility use (per hour)	\$42.00	\$42.00	\$0.00	
183	Duplication (Black & White copies) per copy	\$0.10	\$0.10	\$0.00	
184	Duplication (Color copies) per copy	\$0.21	\$0.21	\$0.00	
185	Hazardous materials response	Actual cost	Actual cost		
186	Special rescue/low angle	Actual cost	Actual cost		
187	Vehicle Accidents	Actual cost	Actual cost		
188	Vehicle Fire	Actual cost	Actual cost		
189	Negligent Incident (illegal burn, negligent fire, etc)	Actual cost	Actual cost		
190	Anchoring Power Lines	Actual cost	Actual cost		
191	DUI Vehicle Accident	Actual cost	Actual cost		
192					
193					

2	A	B	J	K	L	N
3	Department	Service	2014-2015 CURRENT FEE	2015-2016 NEW FEE	Increase (Decrease)	NEW JUSTIFICATION
186	Fire	Operational Permit Fee Schedule:				
187		Amusement Buildings	\$82.00	\$82.00	\$0.00	
188		Aviation Facilities	\$82.00	\$82.00	\$0.00	
189		Carnival and Fair	\$575.00	\$575.00	\$0.00	
190		Compressed Gases	\$82.00	\$82.00	\$0.00	
191		Cryogenic Liquids	\$82.00	\$82.00	\$0.00	
192		Cutting and Welding	\$82.00	\$82.00	\$0.00	
193		Dry Cleaning Plants	\$82.00	\$82.00	\$0.00	
194		Exhibits and Trade Shows	\$82.00	\$82.00	\$0.00	
195		Explosives	\$82.00	\$82.00	\$0.00	
196		Fire Hydrants and Valves	\$82.00	\$82.00	\$0.00	
197		Flammable and Combustible Liquids	\$82.00	\$82.00	\$0.00	
198		Floor Finishing	\$82.00	\$82.00	\$0.00	
199		Fumigation and Thermal Insecticide Fogging	\$82.00	\$82.00	\$0.00	
200		Hazardous Materials	\$82.00	\$82.00	\$0.00	
201		High Pile Storage	\$82.00	\$82.00	\$0.00	
202		Hot Work Operations	\$82.00	\$82.00	\$0.00	
203		Industrial Ovens	\$82.00	\$82.00	\$0.00	
204		Lumberyards and Woodworking Plants	\$82.00	\$82.00	\$0.00	
205		Liquid/Gas Fueled Vehicles/Equipment In	\$82.00	\$82.00	\$0.00	
206		L.P.Gas	\$82.00	\$82.00	\$0.00	
207		Misc Combustible Storage	\$82.00	\$82.00	\$0.00	
208		Open Burning	\$82.00	\$82.00	\$0.00	
209		Open Flames and Torches	\$82.00	\$82.00	\$0.00	
210		Open Flames and Candles	\$82.00	\$82.00	\$0.00	
211		Places of Assembly	\$82.00	\$82.00	\$0.00	
212		Private Fire Hydrants	\$82.00	\$82.00	\$0.00	
213		Pyrotechnic Special Effects Material	\$350.00	\$350.00	\$0.00	
214		Refrigeration Equipment	\$82.00	\$82.00	\$0.00	
215		Repair Garages and Motor Fuel-Dispensing	\$82.00	\$82.00	\$0.00	
216		Spraying or Dipping	\$82.00	\$82.00	\$0.00	
217		Storage of Scrap Tires and Tire Byproducts	\$82.00	\$82.00	\$0.00	
218		Temporary Membrane Structures, Tents and	\$82.00	\$82.00	\$0.00	
219		Waste Handling	\$82.00	\$82.00	\$0.00	
220		Wood Products	\$82.00	\$82.00	\$0.00	

2	A	B	J	K	L	N
3	Department	Service	2014-2015 CURRENT FEE	2015-2016 NEW FEE	Increase (Decrease)	NEW JUSTIFICATION
230	Fire	Construction Permits and Other Fees	\$82.00	\$82.00	\$0.00	
231		Application Fee	\$82.00	\$82.00	\$0.00	
232		Inspection Fee	\$82.00	\$82.00	\$0.00	
233		Assembly	\$164.00	\$164.00	\$0.00	
234		Compressed Gases	\$164.00	\$164.00	\$0.00	
235		Flammable and Combustible Liquids	\$164.00	\$164.00	\$0.00	
236		Hazardous Materials	\$164.00	\$164.00	\$0.00	
237		High Piled Storage	\$164.00	\$164.00	\$0.00	
238		Industrial Ovens	\$164.00	\$164.00	\$0.00	
239		LP-Gas	\$164.00	\$164.00	\$0.00	
240		Private Fire Hydrants	\$164.00	\$164.00	\$0.00	
241		Spraying or Dipping	\$164.00	\$164.00	\$0.00	
242		Temporary Membrane Structures, Tents and Canopies	\$164.00	\$164.00	\$0.00	
243		Re-inspection	\$82.00	\$82.00	\$0.00	
244		Mobile Home Park Hydrant Certification (per hydrant	\$41.00	\$41.00	\$0.00	
245		Private Fire Hydrant Annual Inspection (per hydrant	\$120.00	\$70.00	(\$50.00)	Requition changes made testing procedures more efficient
246		Private Fire Hydrant Repair & Maintenance	\$164.00	\$164.00	\$0.00	
247		Fire Investigation and Report	\$246.00	Actual Cost	\$0.00	
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RESOLUTION NO. 14-5041
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
ESTABLISHING AND ADOPTING SCHEDULES
OF RATES, FEES AND CHARGES, BY AMENDING
RESOLUTION NO. 11-4754

WHEREAS, the City Council of the City of Susanville has heretofore established various schedules of rates, fees and charges for various services, including but not limited to, development fees, encroachment permit fees, public works fees, city care fees, duplication fees, building permit fees, police services fees, fire services fees, etc; and

WHEREAS, California Government Code Section 66013 or 66014 requires that no local agency shall levy a service charge or fee to an amount which exceeds the estimated amount of providing the services; and

WHEREAS, California Government Code Section 66016 requires that prior to levying a new fee or service charge, a local agency shall hold at least one public meeting at which oral or written presentations can be made and data can be made available to the public; and

WHEREAS, California Government Code Section 66018 requires that prior to adopting an ordinance or resolution adopting a new fee or charge, or increasing an existing fee or charge, a local agency shall hold a public hearing, at which oral or written presentations can be made, as part of a regularly scheduled meeting; and

WHEREAS, pursuant to California Government Code Section 66018, this City Council has conducted and concluded a public hearing with respect to the rates, fees and charges prior to adoption of this Resolution; and

WHEREAS, the City Council desires to adjust the rates, fees and charges and implement new rates, fees and charges for various government services provided by the City of Susanville, as set forth herein; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred,

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

- 1 The City Council hereby finds and determines that based upon the data, information, analyses, oral and written documentation received concerning the rates, fees and charges described in Exhibit "A" incorporated herein, the rates, fees and charges do not exceed the established reasonable cost of providing the service for which they are levied.
- 2 The rates, fees and charges set forth in Exhibit "A" are hereby adopted and approved.

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3 The rates, fees and charges set forth in Exhibit "A" attached hereto shall be effective and shall be implemented commencing July 1, 2015, except for Planning and Building Fees, which shall take effect sixty (60) days after City Council adoption of this Resolution .

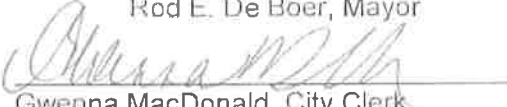
4 Immediately upon the effective date, any previously established rates, fees and charges shall be superseded by the rates, fees and charges established in said Exhibit "A".

5 If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of the Resolution.

6 The City Clerk shall certify to the adoption of this Resolution.


Dated: May 7, 2014

APPROVED: 
Rod E. De Boer, 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 7th day of May, 2014 by the following vote:

AYES: Callegari, McDonald, McBride, Wilson and De Boer
NOES: None
ABSENT: None
ABSTAINING: None


Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: 
Peter M. Talia, City Attorney

Reviewed by: JCH City Administrator
 _____ City Attorney

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

Submitted by: Dan Newton, Public Works Director

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 15-5154 amending Resolution No. 14-5069 and setting fees and policies for the natural gas utility

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: On February 6, 2015, City Council directed staff to prepare the necessary documents and to provide the appropriate public notice to revise the City's natural gas rates to include a wholesale or raw cost rate for City facilities. Staff has completed the necessary work to move forward with the rate modification. Resolution 15-5154 is presented for Council's consideration. The Resolution 15-5154 leaves all previous rates unchanged and includes a raw cost rate for City facilities.

The raw cost rate is determined based on the lowest contract price, per MMBTU, that the City pays for natural gas plus transmission costs. The raw cost does not include any costs to cover maintenance and operations, principle payments, or debt service. The raw cost rate at today's contract price and transmission cost is \$3.86 per decatherm.

FISCAL IMPACT: The estimated revenue decrease to the Natural Gas Utility is approximately \$26,000 dollars annually. The rate modification will result in a savings to the City General Fund. The fiscal impact is based a three year average of gas use from fiscal year 2011-12 through fiscal year 2013-14.

ACTION REQUESTED: Motion to adopt Resolution No.15-5154, previously Resolution No. 14-5069 and setting fees and policies for the natural gas utility.

ATTACHMENTS: Resolution No. 15-5154
Resolution No. 14-5069

RESOLUTION NO. 15-5154
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE SETTING
FEES AND POLICIES FOR THE NATURAL GAS UTILITY OF THE CITY OF
SUSANVILLE, PREVIOUSLY RESOLUTION NO. 14-5069

WHEREAS, the City Council of the City of Susanville has established a natural gas utility; and

WHEREAS, the City Council of the City of Susanville has heretofore established various rates, fees, charges and policies for the natural gas utility; and

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Susanville is authorized to adopt and implement rates, fees and charges for municipal utilities, provided however, that such rates, fees and charges do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, the City Council desires to adjust the rates, fees and charges and implement new rates, fees and charges for the municipal natural gas services provided by the City of Susanville, as set forth herein; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED:

1. This City Council hereby finds and determines that based upon the data, information, analysis, oral and written documentation presented to this City Council concerning the rates, fees and charges described below do not exceed the established reasonable cost of providing the service for which the rates, fees, or charges are levied.
2. The rates, fees and charges set forth below are hereby confirmed and continued as the rates, fees and charges for the services identified for each such rate, fee and/or charge. With the addition of the "Raw Cost" rate for City facilities.
3. Natural Gas rates, fees and charges:
 - A. Fixed monthly fee:
The monthly meter charge shall remain \$7.00 for single meters.
 - B. Tiered rates:
Tier 1: The established volumetric rate is \$2.14 per therm for up to 450 therms per meter reading cycle. This rate is effective with the next billing cycle.
Tier 2: There remains the established volumetric rate of \$2.06 per therm for all metered usage above 450 therms per meter reading cycle.
 - C. Fixed Price Option:
Natural gas customers consuming a minimum of 1,500 therms annually are offered the option to lock in a fixed price for their supply for a specific term. The price shall be a mutually agreeable fixed price offered by

Susanville based on New York Mercantile Exchange (NYMEX) futures contracts for natural gas, plus a geographical price basis adjustment to the Susanville city gate, plus \$1.30 per therm.

D. Welcome rate:

New gas hookups, defined as any residence or business that is not using natural gas as of September 1, 2009, shall qualify for the Welcome Rate. The Welcome Rate is effective immediately and retroactive to September 1, 2009.

Provisions: The volumetric rate for the first 12 billing cycles will be **\$1.95** per therm. The rate will reflect the current adopted rates beginning in the 13th billing cycle. Offer requires the customer to have a natural gas fired furnace and to sign a two-year contract for natural gas services.

Failure to retain natural gas service for two years will require payment of fully established rate for the first 12 billing cycles.

E. Optional variable rate:

There remains the established variable natural gas rate available to large natural gas consuming customers capable of using alternate fuels as their primary energy source in place of natural gas as per Resolution Number 07-4306 adopted by the City Council at its September 4, 2007 meeting. The details of these rates as amended are attached hereto as Exhibit "A". based on current sales tax rate at time of billing. When natural gas is the lowest priced fuel, the price charged each month shall not be lower than **\$0.50** below the next highest price competing fuel.

F. Raw Cost rate:

The City establishes a raw cost rate for City facilities. Facilities owned and operated by the City of Susanville are to receive a raw cost rate. The raw cost rate is calculated using the lowest Contract Price – Per MMBTU negotiated by the City and its natural gas supplier, plus transmission costs paid to the pipeline operator to deliver gas to the Susanville city gate.

G. Low Income Assistance Program:

Natural gas customers meeting the criteria for low-income assistance, as established in Exhibit B, receive an annual flat rate of \$1.95 per therm. This rate is effective with the next billing cycle.

4. If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Resolution and each section, subsection, clause and phrase hereof would have been prepared, proposed, adopted, approved and ratified irrespective of the fact that any one or more other sections, subsections, sentences, clauses, or phrases be declared invalid or unconstitutional.

5. The City Clerk shall certify to the adoption of this Resolution.

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 6th day of May 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

EXHIBIT A
ATTACHMENT TO RESOLUTION NO. 15-5154
Variable Natural Gas Rate

Applicability:

This is an optional rate schedule for customers using more than 30,000 therms per year. Customers electing this rate schedule shall not participate in wintertime baseline rates.

Participation in this variable rate requires written request to the City of Susanville. Requests should include a description of alternate fuels available and ability for alternate fuels to serve installed end-use devices.

Customers returning from this rate to the general rate shall be required to remain on the general rate for a period of twelve months before being eligible to return back to this rate.

Variable Price:

One or both the propane and heating oil indices shall be used dependent upon a customer's ability to readily convert to one or both fuels in the end-use device being supplied. If both apply, the lower index price each month shall be used, or the natural gas index shall be used if it is the lowest. *CSTR = current sales tax rate

Meters registering more than 75,000 therms per year:

- 1 Propane: $[(\text{BPN, SF} + \$0.33/\text{gal}) \times 1.0725] / 0.92 = \$/\text{Th}$
- 2 Heating Oil: $[(\text{OPIS, Chico} + \$0.18/\text{gal}) \times 1.0725] / 1.41 = \$/\text{Th}$
- 3 Natural Gas: Susanville variable monthly gas cost + \$1.24/Th = \$/Th

Meters registering more than 30,000 therms per year:

- 1 Propane: $[(\text{BPN, SF} + \$0.38/\text{gal}) \times 1.0725] / 0.92 = \$/\text{Th}$
- 2 Heating Oil: $[(\text{OPIS, Chico} + \$0.23/\text{gal}) \times 1.0725] / 1.41 = \$/\text{Th}$
- 3 Natural Gas: Susanville variable monthly gas cost + \$1.30/Th = \$/Th

Option for Customer to Fix Price:

Customers qualifying under this variable natural gas rate are offered the option to lock in a fixed price for their supply for a specific term. The price shall be a mutually agreeable fixed price offered by Susanville based on New York Mercantile Exchange (NYMEX) futures contracts for natural gas, plus a geographical price basis adjustment to the Susanville city gate, plus \$1.24 per therm or \$1.30 per therm based on the customer's annual usage as specified above. When natural gas is the lowest priced fuel, the price charged each month shall not be lower than **\$0.50** below the next highest price competing fuel.

Notes:

The variable price shall be adjusted once per month for the purpose of customer billing statements. The base index for propane and heating oil shall be the average of all postings for each month.

BPN: Butane Propane News, weekly propane newsletter for San Francisco, CA

OPIS: Oil Price Information Services for Chico, CA

Susanville variable monthly gas cost: Billed amount from Susanville's supplier for gas priced for one month, also referred to as "monthly spot price" or "swing price".

Upon request, supporting calculations and documents shall be available from the City of Susanville Finance Department.

**EXHIBIT B
ATTACHMENT TO RESOLUTION NO. 15-5154**

2013/2014 Low Income Assistance Gross Household Income Guidelines

Based on 170% of Federal Guideline

# Persons	Annual \$	Monthly \$
1	22,980	1,915
2	31,020	2,585
3	39,060	3,255
4	47,100	3,925
5	55,140	4,595
6	63,180	5,265
7	71,220	5,935
8	79,260	6,605

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RESOLUTION NUMBER 14-5069
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AMENDING RESOLUTION 13-4952 AND SETTING FEES AND POLICIES FOR THE
NATURAL GAS UTILITY OF THE CITY OF SUSANVILLE

WHEREAS, the City Council of the City of Susanville has established a natural gas utility; and

WHEREAS, the City Council of the City of Susanville has heretofore established various rates, fees, charges and policies for the natural gas utility; and

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Susanville is authorized to adopt and implement rates, fees and charges for municipal utilities, provided however, that such rates, fees and charges do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, the City Council desires to adjust the rates, fees and charges and implement new rates, fees and charges for the municipal natural gas services provided by the City of Susanville, as set forth herein; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED:

1. This City Council hereby finds and determines that based upon the data, information, analysis, oral and written documentation presented to this City Council concerning the rates, fees and charges described below do not exceed the established reasonable cost of providing the service for which the rates, fees, or charges are levied.

2. The rates, fees and charges set forth below are hereby confirmed and continued as the rates, fees and charges for the services identified for each such rate, fee and/or charge.

3. Natural Gas rates, fees and charges:
- A. Fixed monthly fee:
The monthly meter charge shall remain **\$7.00** for single meters.
 - B. Baseline winter rate: This rate has been eliminated.
 - C. Tiered rates:
Tier 1: The established volumetric rate is **\$2.14** per therm for up to **450 therms** per meter reading cycle. This rate is effective with the next billing cycle.
Tier 2: There remains the established volumetric rate of **\$2.06** per therm for all metered usage above **450 therms** per meter reading cycle.
 - D. Fixed Price Option:
Natural gas customers consuming a minimum of 1,500 therms annually are offered the option to lock in a fixed price for their supply for a specific term. The price shall be a mutually agreeable fixed price offered by Susanville

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based on New York Mercantile Exchange (NYMEX) futures contracts for natural gas, plus a geographical price basis adjustment to the Susanville city gate, plus \$1.30 per therm.

F. Welcome rate:

New gas hookups, defined as any residence or business that is not using natural gas as of September 1, 2009, shall qualify for the Welcome Rate. The Welcome Rate is effective immediately and retroactive to September 1, 2009.

Provisions: The volumetric rate for the first 12 billing cycles will be **\$1.95** per therm. The rate will reflect the current adopted rates beginning in the 13th billing cycle. Offer requires the customer to have a natural gas fired furnace and to sign a two-year contract for natural gas services.

Failure to retain natural gas service for two years will require payment of fully established rate for the first 12 billing cycles.

G. Optional variable rate:

There remains the established variable natural gas rate available to large natural gas consuming customers capable of using alternate fuels as their primary energy source in place of natural gas as per Resolution Number 07-4306 adopted by the City Council at its September 4, 2007 meeting. The details of these rates as amended are attached hereto as Exhibit "A". based on current sales tax rate at time of billing. When natural gas is the lowest priced fuel, the price charged each month shall not be lower than **\$0.50** below the next highest price competing fuel.

H. Low Income Assistance Program:

Natural gas customers meeting the criteria for low-income assistance, as established in Exhibit B, receive an annual flat rate of \$1.95 per therm. This rate is effective with the next billing cycle.

4. If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Resolution and each section, subsection, clause and phrase hereof would have been prepared, proposed, adopted, approved and ratified irrespective of the fact that any one or more other sections, subsections, sentences, clauses, or phrases be declared invalid or unconstitutional.

5. The City Clerk shall certify to the adoption of this Resolution.

APPROVED: Brian Wilson
Brian Wilson, Mayor

ATTEST: Gwenna MacDonald
Gwenna MacDonald, City Clerk

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The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 18th day of June, 2014, by the following vote:

AYES: Callegari, De Boer, McBride, Garnier and Wilson
NOES: None
ABSENT: None
ABSTAINING: None


Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: 
Peter M. Talia, City Attorney

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Gwenna MacDonald, City Clerk

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5161**, Resolution of Intention pursuant to Streets and Highways Code §36534 approving annual budget and scheduling public hearing to consider setting assessments for FY 2015/2016

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The *Streets and Highways Code* requires the City Council to consider the annual fiscal report of the Historical Uptown Susanville Association (HUSA). The City Council may make changes or alterations to the report and approve it by resolution. If the annual fiscal report is accepted by the City Council, the City Council then sets a public hearing to consider the levy of assessments in the parking and business improvement district identified in Chapter 5.24 of the *Susanville Municipal Code* and the Resolution of Intention must be published not less than seven days before the public hearing. If the City Council accepts the report, the public hearing could be set for Wednesday, June 3, 2015 at 7:00 p.m. to consider the levy of assessments

FISCAL IMPACT: The City presently receives five percent of the assessments, approximately \$2,000 annually, for reimbursement of City staff time for billing and collection of assessments.

ACTION REQUESTED: Motion to approve **Resolution No. 15-5161**, Resolution of Intention pursuant to Streets and Highways Code §36534 approving annual budget and scheduling public hearing to consider setting assessments for FY 2015/2016

ATTACHMENTS: **Resolution No. 15-5161**, Resolution of Intention pursuant to Streets and Highways Code §36534 approving annual budget and scheduling public hearing to consider setting assessments for FY 2015/2016

Annual HUSA report
Streets and Highways Code Section §36534

RESOLUTION NUMBER 15-5161
A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF
SUSANVILLE PURSUANT TO STREETS AND HIGHWAYS CODE
SECTION 36534 APPROVING ANNUAL BUDGET AND SCHEDULING
PUBLIC HEARING TO CONSIDER SETTING
ASSESSMENTS FOR FISCAL YEAR 2015-2016

WHEREAS, the City Council of the City of Susanville pursuant to Streets and Highways Code Section 36534 having considered the annual report of Historic Uptown Susanville Association on May 6, 2015, regarding and considering the matters set forth in Streets and Highways Code Section 36533 and the annual levy of an assessment in Historic Uptown Susanville Association (HUSA); and

WHEREAS, the City Council having approved said report, and not having made any changes or alteration thereto.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The public hearing to consider the levy of an assessment in the business improvement district identified in the *Susanville Municipal Code*, Chapter 5.24, is hereby scheduled for June 3, 2015 at 7:00 p.m. and the City Clerk is directed to publish a copy of this Resolution as notice of said public hearing in the Lassen County Times, a publication circulated within the city, no later than seven (7) days before said hearing, at which time written and oral protests may be made. The form and manner of those protests shall comply with Sections 36524 and 36525 of the Streets and Highways Code; and

2. The City Council does not intend to amend the boundaries of the assessment area set forth in *Susanville Municipal Code*, Chapter 5.24 the business categories listed therein, or the assessment fee itself; and

3. It is the intent of the City Council to levy an assessment in the same amount as presently exists, as follows:

	Benefit Zone A	Benefit Zone B
Type 1 - Retail	\$350.00	\$250.00
Type 2 - Lodging & Restaurants	\$275.00	\$200.00
Type 3 - Service & Organization	\$225.00	\$150.00
Type 4 - Professional	\$175.00	\$100.00
Type 5 - Financial	\$275.00	\$250.00

The annual benefit assessment shall be billed in one lump sum each fiscal year and may be paid annually, semi-annually, or quarterly as provided in Section 3.01 of the Amended Agreement For Administration of parking and Business Improvement District dated September 2, 2009; and

4. The areas of Benefit Zone A and B are as set forth on Exhibit A attached hereto and incorporated herein by reference; this area is the same as

the area previously established in the *Susanville Municipal Code*, Chapter 5.24, and

5. The City Council has made no changes to the annual report of HUSA; and

6. Any interested person may review the annual report of HUSA on file with the City Clerk.

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 6th day of May, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney



HISTORIC • UPTOWN • SUSANVILLE
Uniting Our Past With Our Future ASSOC.

ANNUAL REPORT

MAY 6, 2015

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ANNUAL REPORT

May 6, 2015

MISSION STATEMENT:

The mission of the Historic Uptown Susanville Association is economic enhancement, historic preservation and commercial revitalization. Our goal is to keep business in the district, attract new businesses and promote the district to the local and tourist markets.

PURPOSE:

The Historic Uptown Susanville Association was created for the purposes of:

1. General promotion of business activities in the district including annual promotional programs, aggressive image-building campaigns, shop-at-home campaigns and promotion of tourism.
2. Acquisition, construction, or maintenance of parking facilities for the benefit of the district.
3. Beautification of any public areas within the district.
4. Promotion of public events which take place within the district.

NON-PROFIT:

Historic U.S.A., Inc. is a 501(c) 6 non-profit corporation with Articles of Incorporation filed with the Secretary of State of the State of California on February 22, 1993.

H.U.S.A. ASSESSMENT STATISTICS:

H.U.S.A. statistics are compiled from assessments from the district as defined on the area map. (see appendix A) Historic Uptown Susanville Association's assessment status as of April 2, 2015 is as follows:

<u>TYPE</u>	<u>UNITS</u>	<u>ZONE</u>	
Retail	16	A - 15	B - 1
Lodging & Restaurants	5	A - 4	B - 1
Service	27	A - 11	B - 16
Professional	18	A - 4	B - 14
Financial	4	A - 2	B - 2
TOTAL ASSESSEES	68		

**TOTAL POTENTIAL ANNUAL ASSESSMENT
INCOME: \$14,825**

ASSESSMENTS:

Assessments are not optional. All business owners in the designated district are billed on an annual basis through the City of Susanville. Any new business established within the Area shall not be required to pay an assessment hereunder for the first six months following its commencement of business. The assessment on such new business shall be prorated, omitting any charges for the first six months it was in operation. This shall not be deemed to apply to an existing business that has changed ownership or location within the District. All assessment payments are to be made to the City of Susanville. There is a 5% collection fee paid to the City of Susanville for their collection efforts. H.U.S.A. has been working closely with City staff to try and make sure we obtain accurate accounting of businesses arriving and departing our district so we may maintain an effective means of statistic and collection management.

This year in order to show its support of the work H.U.S.A. has done and is attempting we ask that the City of Susanville fully pay the 2015-2016 Assessment within 30 days of the new fiscal year independent of collection efforts.

ANNUAL ASSESSMENT FORMULA MATRIX

	<u>ZONE A</u>	<u>ZONE B</u>
<u>TYPE</u>	<u>ANNUAL</u>	<u>ANNUAL</u>
Type 1- Retail	\$350.00	\$250.00
Type 2- Lodging & Restaurants	\$275.00	\$200.00
Type 3- Service	\$225.00	\$150.00
Type 4- Professional	\$175.00	\$100.00
Type 5- Financial	\$275.00	\$250.00

Objectives/Accomplishment

2015/2016 Objectives/Accomplishments

- 1.) Sponsor and produce the Safe and Sane Halloween and the Fall Crafters Festival.

- 2.) Sponsor the Magical Country Christmas Event and sponsor a portion of Main Street Cruise

- 3.) In consultation with the City of Susanville develop a more aggressive maintenance and care plan for Pancera Plaza.

- 4.) Rehabilitate Pancera Plaza including a new lighting plan. Fix broken planters and decorative fixtures.

- 5.) Promote Uptown district using available mass media and also through well maintained Facebook site with regular posts to reach HUSA members, the general public, and other regional Facebook users.

- 6.) Introduce an old promotion with a new marketing campaign. Reaching back to our past HUSA is proud to introduce the Pancera Plaza Memorial Brick campaign.

2014/2015 Accomplishments

- 1.) Added new component to Safe and Sane Halloween which raised community awareness of the Historic Uptown but also reached outside the through adverting and social media.
- 2.) Put on Fall Crafters Fair which brought potential customers and attention to Uptown Susanville.
- 3.) Main Sponsor for the wildly successful Magical Country Christmas event. HUSA also helped fund the new Christmas Tree.
- 4.) Sponsored other events and ran outreach ads in regional magazine.
- 5.) Worked to maintain Pancera Plaza with volunteer cleaning parties, and a care plan for trees on the Plaza. Began work on a rehabilitation plan for Pancera Plaza so that it better reflects what the founders intended and the character of the man whose name it bears.

Conclusion

The central business district of any community projects the image and reflects the health of that community to not only the local citizens but to visitors as well. Our uptown district is the front door to Susanville and it is imperative that it be economically healthy and visually welcoming. The Historic Uptown Susanville Association continues working to achieve this end.

**Historic Uptown Susanville Association
Proposed Budget
for July 1 2105 to June 30 2015**

Income

Assessment Income (Assess Total minus City Collection Fee)	\$ 14,084
Event Income	\$ 800
Cash Account balance Forward	\$ 14,662

Total Income **\$ 29,546**

Expenditures

Operating Expenses:

Advertising & Promotional	\$ 1,500
Insurance	
Directors & Office Liability Ins	\$ 1,600
General Liability	\$ 700
Office Expense	\$ 300
Postage	\$ 300
Printing	\$ 300
Maintenance of District	\$ 400

Total Operating Expenses **\$ 5100**

Discretionary Expense:

Events:

Safe and Sane	\$ 1500
Fall Crafter's Fair	\$ 800

Event Sponsorships paid to Lassen County Chamber of Commerce	
Main Street Cruise	\$ 250
Magical Country Christmas	\$ 5000

Proposed 2016 Event	\$ 2000
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(Note: This could only occur if HUSA received the full Annual Assessment collected by the City of Susanville)

Special Projects:

Pancera Plaza & District Improvements	\$14,896
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Total Discretionary Expenses	\$24,446
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Total Operation and Discretionary Expense	\$29,546
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04/27/15

Accrual Basis

Historic Uptown Susanville Association
Profit & Loss
April 2015

	<u>Apr 15</u>
Ordinary Income/Expense	
Income	
Assessment Income	381.58
Total Income	<u>381.58</u>
Expense	
Insurance	
Liability	1,596.00
Total Insurance	1,596.00
Parking Improvements	225.00
Total Expense	<u>1,821.00</u>
Net Ordinary Income	<u>-1,439.42</u>
Net Income	<u><u>-1,439.42</u></u>

Historic Uptown Susanville Association
Profit & Loss
July 2014 through April 2015

	Jul '14 - Apr 15	Jul '13 - Apr 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
Assessment Income	9,218.64	8,895.31	323.33	3.6%
Event Income				
Booth Rentals	510.00	770.00	-260.00	-33.8%
Donations Received	50.00	0.00	50.00	100.0%
Event Income - Other	1,320.00	162.92	1,157.08	710.2%
Total Event Income	1,880.00	932.92	947.08	101.5%
Miscellaneous Income	0.00	12.00	-12.00	-100.0%
Total Income	11,098.64	9,840.23	1,258.41	12.8%
Expense				
Advertising	805.23	689.31	115.92	16.8%
Bank Fees	8.00	0.00	8.00	100.0%
Dues, Fees, Subs & Pubs	85.00	105.00	-20.00	-19.1%
Events				
Donations Made	700.00	9,000.00	-8,300.00	-92.2%
Entertainment	410.00	350.00	60.00	17.1%
Equipment Rental	698.76	193.51	505.25	261.1%
Main Street Cruise	0.00	250.00	-250.00	-100.0%
Supplies	10.07	266.16	-256.09	-96.2%
Events - Other	10.00	0.00	10.00	100.0%
Total Events	1,828.83	10,059.67	-8,230.84	-81.8%
Insurance				
D & O Insurance	698.00	0.00	698.00	100.0%
Liability	1,596.00	698.00	898.00	128.7%
Total Insurance	2,294.00	698.00	1,596.00	228.7%
Outside Services	880.00	0.00	880.00	100.0%
Parking Improvements	225.00	0.00	225.00	100.0%
Postage	80.00	111.58	-31.58	-28.3%
Printing	383.23	277.19	106.04	38.3%
Reconciliation Discrepancies	0.83	0.00	0.83	100.0%
Special Projects	275.00	0.00	275.00	100.0%
Total Expense	6,865.12	11,940.75	-5,075.63	-42.5%
Net Ordinary Income	4,233.52	-2,100.52	6,334.04	301.6%
Other Income/Expense				
Other Income				
Interest Income	1.38	0.76	0.62	81.6%
Total Other Income	1.38	0.76	0.62	81.6%
Net Other Income	1.38	0.76	0.62	81.6%
Net Income	4,234.90	-2,099.76	6,334.66	301.7%

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Accrual Basis

Historic Uptown Susanville Association
Balance Sheet
As of April 30, 2015

	<u>Apr 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
US Bank	6,088.50
US Bank Money Market	8,574.30
Total Checking/Savings	<u>14,662.80</u>
Total Current Assets	<u>14,662.80</u>
TOTAL ASSETS	<u>14,662.80</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	8,568.78
Retained Earnings	1,859.12
Net Income	4,234.90
Total Equity	<u>14,662.80</u>
TOTAL LIABILITIES & EQUITY	<u>14,662.80</u>

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Historic Uptown Susanville Association

Trial Balance

04/27/15

As of April 30, 2015

Accrual Basis

	Apr 30, 15	
	Debit	Credit
BofA Savings	0.00	
BofA Savings:Administration	0.00	
BofA Savings:Christmas Festival Allocation	0.00	
BofA Savings:Christmas Lights Allocation	0.00	
BofA Savings:Discretionary	0.00	
BofA Savings:Events	0.00	
BofA Savings:Gift Certificates	0.00	
BofA Savings:Operating Fund	0.00	
BofA Savings:Parking	0.00	
BofA Savings:Special Projects	0.00	
Cash	0.00	
Operating Account	0.00	
Transfer Account	0.00	
US Bank	6,088.50	
US Bank Money Market	8,574.30	
Christmas Lights	0.00	
Prepaid Booth Rentals	0.00	
Opening Bal Equity		8,568.78
Retained Earnings		1,859.12
Assessment Income		9,218.64
Event Income		1,320.00
Event Income:Booth Rentals		510.00
Event Income:Donations Received		50.00
Advertising	805.23	
Bank Fees	8.00	
Dues, Fees, Subs & Pubs	85.00	
Events	10.00	
Events:Donations Made	700.00	
Events:Entertainment	410.00	
Events:Equipment Rental	698.76	
Events:Supplies	10.07	
Insurance:D & O Insurance	698.00	
Insurance:Liability	1,596.00	
Outside Services	880.00	
Parking Improvements	225.00	
Postage	80.00	
Printing	383.23	
Reconciliation Discrepancies	0.83	
Special Projects	275.00	
Interest Income		1.38
TOTAL	21,527.92	21,527.92

HISTORIC UPTOWN SUSANVILLE ASSOCIATION DIRECTORY

06/10/15

David Teeter
722 Main Street
Susanville, Ca 96130
*(W) 257-2392 (F) 257-2392
margiesbooknook@citlink.net

Michelle Zubillaga – Secretary
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Susanville, Ca 96130
*(W) 257-7254 (C) 310-0166
mzubillaga@pregillinsurance.com

Penny Artz – Treasurer
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*(W) 257-5538 (F) 257-5538
partzdept@hotmail.com

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Tim Watts
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Tim.Watts@ftr.com

Steve Fuller
P.O. Box 1818
Susanville, Ca 96130
*(H) 257-2249 (C) 310-4907
jewelz@windjammercable.net

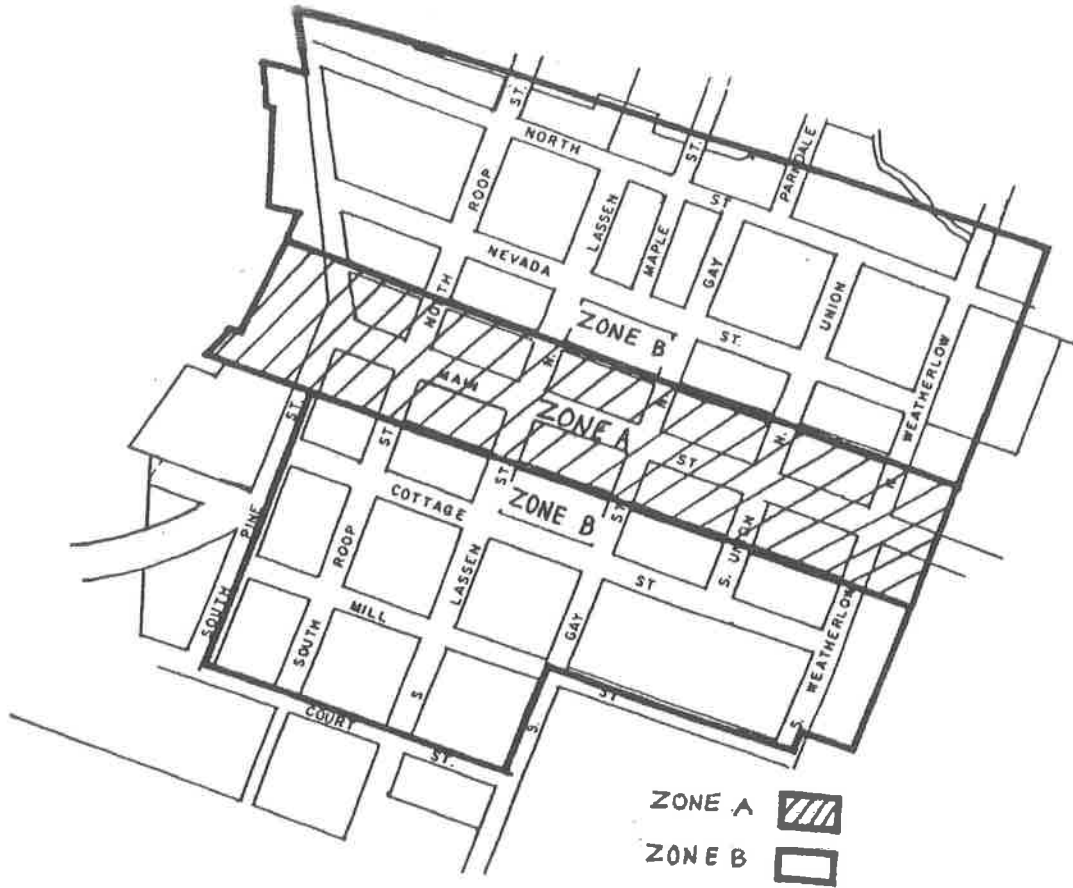
Ruth Dike
3015 Johnstonville Rd.
Susanville, Ca 96130
*(W) 257-2121 (C) 310-3373
ruth@theradionetwork.com

Ed Swayze
606 Main Street
Susanville, Ca 96130
*(W) 253-2211

FOR REFERENCE ONLY

Patti Hagata, Director
Lassen Co. Chamber of Commerce
*(W) 257-4323 (F) 251-2561
(H) 257-3552
director@lassencountychamber.org

*Primary Contact Information



STREETS AND HIGHWAYS CODE

SECTION 36534

36534. (a) After the approval of the report, the city council shall adopt a resolution of intention to levy an annual assessment for that fiscal year. The resolution of intention shall do all of the following:

(1) Declare the intention of the city council to change the boundaries of the parking and business improvement area, or in any benefit zone within the area, if the report filed pursuant to Section 36533 proposes a change.

(2) Declare the intention of the city council to levy and collect assessments within the parking and business improvement area for the fiscal year stated in the resolution.

(3) Generally describe the proposed improvements and activities authorized by the ordinance enacted pursuant to Section 36527 and any substantial changes proposed to be made to the improvements and activities.

(4) Refer to the parking and business improvement area by name and indicate the location of the area.

(5) Refer to the report on file with the clerk for a full and detailed description of the improvements and activities to be provided for that fiscal year, the boundaries of the area and any benefit zones within the area, and the proposed assessments to be levied upon the businesses within the area for that fiscal year.

(6) Fix a time and place for a public hearing to be held by the city council on the levy of the proposed assessment for that fiscal year. The public hearing shall be held not less than 10 days after the adoption of the resolution of intention.

(7) State that at the public hearing written and oral protests may be made. The form and manner of protests shall comply with Sections 36524 and 36525.

(b) The clerk shall give notice of the public hearing by causing the resolution of intention to be published once in a newspaper of general circulation in the city not less than seven days before the public hearing.

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5162** approving Agreement Amending Airport Hangar Land Lease Agreement, Hangar Owned by Lessee, Lot #11.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: On March 17, 2015, Kimberly Frayer offered to sell her quarter-interest in the hangar on Lot #11 to the City in the amount of \$10,000.00. At its April 1, 2015 meeting, the City Council opted not to exercise the option to purchase,

At that time, Kimberly Frayer sold her quarter-interest in hangar on Lot #11 to Keith Aronson in the amount \$10,000.00. Keith Aronson was already a quarter-interest owner of said hangar and is now a half-interest owner.

In order to remove Kimberly Frayer as quarter-interest owner from the current Airport Hangar Land Lease Agreement and to list Keith Aronson as half-interest owner of the hangar on Lot #11, an Agreement Amending Airport Hangar Land Lease Agreement, Hangar Owned by Lessee needs to be executed by all parties.

FISCAL IMPACT: None.

ACTION

REQUESTED: Motion approving Resolution No. 15-5162 authorizing the Mayor to execute an Agreement Amending Airport Hangar Land Lease Agreement, Hangar Owned by Lessee, Lot #11 removing Kimberly Frayer as quarter-interest owner of said hangar and listing Keith Aronson as a half-interest owner of the hangar.

ATTACHMENTS: Resolution No. 15-5162
Agreement Amending Airport Hangar Land Lease Agreement, Hangar Owned by Lessee, Lot #11
Most recent amendment to Airport Hangar Land Lease Agreement
Letter of sale of quarter-interest in hangar from Kimberly Frayer

RESOLUTION NUMBER 15-5162

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING
MAYOR TO EXECUTE AN AGREEMENT AMENDING AIRPORT HANGAR LAND LEASE
AGREEMENT, HANGAR OWNED BY LESSEE, LOT #11**

WHEREAS, Page 2, Paragraph 3 of the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Lot #11 requires the Lessee (currently Steve Datema and Keith Aronson and Kimberly A. Frayer) to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

WHEREAS, on March 17, 2015, Kim Frayer offered to sell her quarter-interest in the hangar on Lot #11 to the City for \$10,000.00; and

WHEREAS, the City of Susanville opted to not purchase the quarter-interest in the hangar; and

WHEREAS, Kim Frayer sold her quarter-interest in the hangar on Lot #11 to Keith Aronson on April 1, 2015; and

WHEREAS, Kim Frayer needs to be removed as quarter-interest owner from the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Lot #11 and Keith Aronson, already having quarter-interest in the hangar needs to be shown as being a half-interest owner to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Lot #11.

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

1. That Kim Frayer is hereby removed as co-Lessee to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Hangar Lot No. 11 effective April 1, 2015.
2. Steven Datema and Keith Aronson shall remain bound to all the terms and conditions of the aforesaid "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" and shall remain in full force and effect.
3. The Mayor and the City Clerk are authorized to execute an Agreement Amending Airport Hangar Land Lease Agreement, Hangar Owned By Lessee removing Kim Frayer as co-Lessee and listing Keith Aronson as now having half-interest.

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 6th day of May, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

**AGREEMENT AMENDING AIRPORT HANGAR LAND LEASE AGREEMENT,
HANGAR OWNED BY LESSEE, LOT #11**

This supplemental Agreement is made April 1, 2015, at Susanville, Lassen County, California, by City of Susanville, a municipal corporation and general law city, referred to in this Agreement as "Lessor", and Steve K. Datema and Keith A. Aronson and Kimberly A. Frayer, referred to in this Agreement as "Lessee".

Lessor is the owner of certain real property situated in Lassen County, referred to in this Agreement as "the property", described as Hangar Lot No. 11, at the Susanville Municipal Airport.

Lessor and Lessee executed that certain "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" on July 1, 2005. By the terms thereof, the property was leased to Lessee for a term of twenty (20) years, beginning July 1, 2005 and ending June 30, 2025.

Lessor and Lessee now desire to modify the Agreement to remove Kimberly A. Frayer, as co-Lessee holding a quarter-interest, and amend the quarter-interest of Keith A. Aronson to reflect as half-interest, as co-Lessee.

THEREFORE, Lessor and Lessee agree as follows:

Kimberly Frayer is hereby removed as co-Lessee to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Hangar Lot No. 11 effective April 1, 2015.

Steven K. Datema and Keith A. Aronson, now both half-interest owners, shall remain bound to all the terms and conditions of the aforesaid "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" shall remain in full force and effect.

IN WITNESS WHEREOF, Lessor by Resolution No. 15-5162 of the City Council of the City of Susanville, has caused this Agreement to be executed by the Mayor and attested by the City Clerk, and Lessee's have executed this Agreement on the date and year first above written.

LESSEES:

LESSOR:

Steven K. Datema

CITY OF SUSANVILLE
By: Brian Wilson, Mayor

Keith A. Aronson

ATTEST:

Gwenna Mac Donald, City Clerk

APPROVED AS TO FORM:

City Attorney

**AGREEMENT AMENDING AIRPORT HANGAR LAND LEASE AGREEMENT,
HANGAR OWNED BY LESSEE, LOT #11**

This supplemental Agreement is made November 7, 2012, at Susanville, Lassen County, California, by City of Susanville, a municipal corporation and general law city, referred to in this Agreement as "Lessor", and Wallace R. Baum, P. O. Box 372, Winnemucca, NV 89446 and Keith A. Aronson and Kimberly A. Frayer, P. O. Box 627, Susanville, CA 96130, referred to in this Agreement as "Lessee".

Lessor is the owner of certain real property situated in Lassen County, referred to in this Agreement as "the property", described as Hangar Lot No. 11, at the Susanville Municipal Airport.

Lessor and Lessee executed that certain "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" on July 1, 2005. By the terms thereof, the property was leased to Lessee for a term of twenty (20) years, beginning July 1, 2005 and ending June 30, 2025.

Lessor and Lessee now desire to modify the Agreement to remove Wallace R. Baum, P.O. Box 372, Winnemucca, Nevada 89446, as co-Lessee and add Steven K. Datema, 471-920 Johnstonville Road, Susanville, California 96130, as co-Lessee.

THEREFORE, Lessor and Lessee agree as follows:

Wallace R. Baum is hereby removed as co-Lessee to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Hangar Lot No. 11 effective November 7, 2012.

Steven K. Datema is hereby added as co-Lessee to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Hangar Lot No. 11, and Steven K. Datema and Keith A. Aronson and Kimberly A. Frayer shall remain bound to all the terms and conditions of the aforesaid "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" shall remain in full force and effect.

IN WITNESS WHEREOF, Lessor by Resolution No. 12-4905 of the City Council of the City of Susanville, has caused this Agreement to be executed by the Mayor and attested by the City Clerk, and Lessee's have executed this Agreement on the date and year first above written.

LESSEES:

Steven K. Datema

LESSOR:



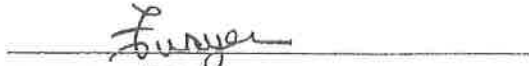
CITY OF SUSANVILLE

By: Rod De Boer, Mayor


(additional signatures on next page..)




Keith A. Aronson



Kimberly A. Frayer

ATTEST:


Gwenna Mac Donald, City Clerk

APPROVED AS TO FORM:


Peter Talia, City Attorney

March 17, 2015

City of Susanville
66 North Lassen St
Susanville CA 96130

Re: APN 116-180-04-08

I, Kimberly D. Frayer, Seller, am looking to sell my 1/4 interest of the airplane hanger #11 located at the Susanville Airport, Susanville, California, APN 116-180-04-08, for the amount of Ten Thousand Dollars (\$10,000) to Keith Aronson and Leasa Aronson, Buyers. Buyers have agreed to pay all costs associated with the sale of this property. Buyer is purchasing said property in an AS IS condition and Seller makes no warranty as to the condition of the land, or any buildings located on the property. Buyer understands that the property has not been inspected and Buyer is therefore liable for any and all repairs that may be needed. A certified copy of the Order Determining Succession to Real Property filed October 30, 2014, in Lassen County Superior Court, Case No. P8116 is included with this letter.

I am aware that I have to offer the City of Susanville first right of refusal, and Keith and Leasa Aronson are willing to buy it for the above stated price should the City decline.

Very truly yours,



Kimberly D. Frayer
PO Box 1460
Crested Butte CO 81224

Reviewed by: City Administrator
 City Attorney

 Motion only
 Public Hearing
 X Resolution
 Ordinance
 Information

Submitted by: Dan Newton, Public Works Director

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5163** State Transportation Improvement Program (STIP) Program Supplement Agreements and authorizing Mayor to sign the Program Supplement Agreement No. 0N09 and Program Supplement Agreement No. 0N10 that allows the City to invoice the State to reimburse City for the completion of the environmental work for the Susanville Rehabilitation SC-4 and SC-5 projects.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Susanville Rehabilitation SC-4 and SC-5 projects (see attached lists) are pavement overlay projects that will rehabilitate various streets in the City of Susanville. The projects are programmed in the STIP for construction in Fiscal Year 16-17. To complete construction, the City first has to complete the environmental documents. These projects will utilize State funds but no federal funds; therefore, only California Environmental Quality Act (CEQA) documents are required for these projects. The streets in these projects are not eligible for federal funds.

On January 8, 2015, the City requested fund allocations from the California Transportation Commission (CTC) in the amount of \$5,000 for each project to complete the environmental work. At the March 26, 2015, meeting of the CTC the allocation requests were granted.

The Program Supplement Agreements are required for the State to reimburse the City for the cost of the projects. Staff is requesting that the Council consider adopting Resolution No. 15-5163 authorizing the Mayor to execute the Program Supplement Agreements.

FISCAL IMPACT: Funding for these projects come from the STIP. No local match is required.

ACTION REQUESTED: Motion to adopt Resolution No. 15-5163 authorizing Mayor to sign the Program Supplement Agreement No. 0N09 and Program Supplement Agreement No. 0N10 that allows the City to invoice the State to reimburse City for the completion of the environmental work for the Susanville Rehabilitation SC-4 and SC-5 projects.

ATTACHMENTS:

- 1) Resolution No. 15-5163
- 2) Program Supplement Agreement No. 0N09
- 3) Program Supplement Agreement No. 0N10
- 3) Susanville Rehabilitation SC-4 and SC-5 projects location list

RESOLUTION NO. 15-5163

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING MAYOR TO EXECUTE PROGRAM SUPPLEMENT AGREEMENT NO. 0N09 AND, PROGRAM SUPPLEMENTAL AGREEMENT NO. 0N10, TO ADMINISTERING AGENCY-STATE AGREEMENT FOR STATE FUNDED PROJECTS NO. 00050S FOR THE AWARD OF \$5,000.00 FOR EACH PROJECT FROM THE CALIFORNIA DEPARTMENT OF TRANSPORTATION THROUGH THE STATE TRANSPORTATION IMPROVEMENT PROGRAM FOR THE DELIVERY OF THE SUSANVILLE REHABILITATION SC-4 AND SC-5 PROJECTS.

WHEREAS, the City of Susanville has been allocated funding through the State Transportation Improvement Program to complete the environmental and permitting work to rehabilitate various city streets and indicated in Attachment 'A'; and

WHEREAS, the State of California, Department of Transportation (Caltrans) requires the City to enter into Program Supplement Agreements to receive reimbursement for the cost of the projects; and

WHEREAS, Caltrans has prepared Program Supplement Agreement N09 to Administering Agency-State Agreement for State Funded Projects No. 00050S; and

WHEREAS, Caltrans has prepared Program Supplement Agreement N10 to Administering Agency-State Agreement for State Funded Projects No. 00050S; and

NOW THEREFORE BE IT RESOLVED, that the Mayor of the City of Susanville is hereby authorized to execute Program Supplement Agreement No. 0N09, and Program Supplement Agreement 0N10 to Administering Agency-State Agreement for State Funded Projects No. 00050S.

Dated: May 06, 2015

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 6th day of May, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

DEPARTMENT OF TRANSPORTATION

Division of Local Assistance
1120 N STREET
P.O. BOX 942874, MS# 1
Sacramento, CA 94274-0001
TTY 711
(916) 654-3883
Fax (916) 654-2408



File : 02-LAS-0-SUSV
RPL-5116(021)
In Susanville on various streets.

April 17, 2015

Mr. Dan Newton
City Engineer / Public Works Director
City of Susanville
720 South Street
Susanville, CA 96130-3904

Dear Mr. Newton:

Enclosed are two originals of the Program Supplement Agreement No. 0N10 Rev. 000 to Administering Agency-State Master Agreement No. 00050S .

Please sign both Program Supplement Agreements and return them to this office, Office of Local Programs - MS1 within 90 days from receipt of this letter. If the signed Agreements are not received back in this office within 90 days, funds will be disencumbered and/or deobligated. Alterations should not be made to the agreement language or funding. ATTACH YOUR LOCAL AGENCY'S CERTIFIED AUTHORIZING RESOLUTION THAT CLEARLY IDENTIFIES THE PROJECT AND THE OFFICIAL AUTHORIZED TO EXECUTE THE AGREEMENT. A fully executed copy of the agreement will be returned to you upon ratification by Caltrans. No invoices for reimbursement can be processed until the agreement is fully executed.

A copy of the State approved finance letter containing the fund encumbrance and reversion date information will be mailed to you with your copy of the executed agreement.

Your prompt action is requested. If you have questions, please contact your District Local Assistance Engineer.

Sincerely,

A handwritten signature in black ink, appearing to read "Winton Emmett".

WINTON EMMETT, Chief
Office of Project Implementation - North
Division of Local Assistance

Enclosure

c: OLP AE Project Files
(02) DLAE - Ian Howat

Susanville Public Works Dept.

APR 20 2015
RECEIVED

PROGRAM SUPPLEMENT NO. N10
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00050S

Adv Project ID **Date:** April 8, 2015
0215000104 **Location:** 02-LAS-0-SUSV
Project Number: RPL-5116(021)
E.A. Number:
Locode: 5116

This Program Supplement, effective 03/26/2015, hereby adopts and incorporates into the Administering Agency-State Agreement No. 00050S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 04/26/07 and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the ADMINISTERING AGENCY on _____ (See copy attached).

The ADMINISTERING AGENCY further stipulates that as a condition to the payment by the State of any funds derived from sources noted below encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION:

In Susanville on various streets.

TYPE OF WORK: Road Rehabilitation

Estimated Cost	State Funds		Matching Funds	
	STATE		LOCAL	OTHER
\$5,000.00	\$5,000.00		\$0.00	\$0.00

CITY OF SUSANVILLE

STATE OF CALIFORNIA
Department of Transportation

By _____
Title _____
Date _____
Attest _____

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer  **Date** 4/8/15 **\$5,000.00**

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

SPECIAL COVENANTS OR REMARKS

1. This PROJECT is programmed to receive funding from the State Transportation Improvement Program (STIP). Funding may be provided under one or more components. A component(s) specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the component(s) identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per component(s).

This PROGRAM SUPPLEMENT has been prepared to allow reimbursement of eligible PROJECT expenditures for the component(s) allocated. The start of reimbursable expenditures is restricted to the later of either 1) the effective date of the Master Agreement, 2) the effective date of the PROGRAM SUPPLEMENT, or 3) the effective date of the component-specific allocation.

2. STATE and ADMINISTERING AGENCY agree that additional funds made available by future allocations will be encumbered on this PROJECT by use of a STATE approved Allocation Letter and Finance Letter. ADMINISTERING AGENCY agrees that STATE funds available for reimbursement will be limited to the amount allocated by the California Transportation Commission (CTC) and/or the STATE.
3. Upon ADMINISTERING AGENCY request, the CTC and/or STATE may approve supplementary allocations, time extensions, and fund transfers between components. An approved time extension will revise the timely use of funds criteria, outlined above, for the component(s) and allocation(s) requested. Approved supplementary allocations, time extensions, and fund transfers between components made after the execution of this PROGRAM SUPPLEMENT will be documented and considered subject to the terms and conditions thereof.

Documentation for approved supplementary allocations, time extensions, and fund transfers between components will be a STATE approved Allocation Letter, Fund Transfer Letter, Time Extension Letter, and Finance Letter, as appropriate.

4. This PROJECT will be administered in accordance with the CTC STIP guidelines, as adopted or amended, and the STATE Procedures for Administering Local Grant Projects in the State Transportation Improvement Program (STIP), the Local Assistance Program Guidelines, and the Local Assistance Procedures Manual. The submittal of invoices for project costs shall be in accordance with the above referenced publications and the following.
5. The ADMINISTERING AGENCY shall invoice STATE for environmental & permits, plans specifications & estimate, and right-of-way costs no later than 180 days after the end of last eligible fiscal year of expenditure. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion to make the final payment to the contractor and prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and payment.
6. All obligations of STATE under the terms of this Agreement are subject to the

SPECIAL COVENANTS OR REMARKS

appropriation of resources by the Legislature and the encumbrance of funds under this Agreement. Funding and reimbursement are available only upon the passage of the State Budget Act containing these STATE funds.

7. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer immediately after the award. Failure to do so will cause delay in processing the invoices for the construction component. As a minimum, the award information should have the following: Project number, project description, PPNO, date the project was advertised, award amount, bid opening date, award date and estimated completion date.
8. This PROJECT is subject to the timely use of funds provisions enacted by Senate Bill 45 (SB 45), approved in 1997, and subsequent CTC guidelines and State procedures approved by the CTC and STATE, as outlined below:

Funds allocated for the environmental & permits, plan specifications & estimate, and right-of-way components are available for expenditure until the end of the second fiscal year following the year in which the funds were allocated.

Funds allocated for the construction component are subject to an award deadline and contract completion deadline. ADMINISTERING AGENCY agrees to award the contract within 6 months of the construction fund allocation and complete the construction or vehicle purchase contract within 36 months of award.

9. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

10. Any State and Federal funds that may have been encumbered for this project are

SPECIAL COVENANTS OR REMARKS

available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

11. ADMINISTERING AGENCY agrees to comply with Office of Management and Budget (OMB) Circular A-87, Cost Principles for State and Local Governments, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Notwithstanding the foregoing, ADMINISTERING AGENCY shall not be required to comply with 49 CFR, Part 18.36 (i), subsections (3), (4), (5), (6), (8), (9), (12) and (13).

PROGRAM SUPPLEMENT NO. N10
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00050S

Adv Project ID **Date:** April 8, 2015
0215000104 **Location:** 02-LAS-0-SUSV
Project Number: RPL-5116(021)
E.A. Number:
Locode: 5116

This Program Supplement, effective 03/26/2015, hereby adopts and incorporates into the Administering Agency-State Agreement No. 00050S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 04/26/07 and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the ADMINISTERING AGENCY on _____ (See copy attached).

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In Susanville on various streets.

TYPE OF WORK: Road Rehabilitation

Estimated Cost	State Funds		Matching Funds	
	STATE		LOCAL	OTHER
\$5,000.00	\$5,000.00		\$0.00	\$0.00

CITY OF SUSANVILLE

STATE OF CALIFORNIA
Department of Transportation

By _____
Title _____
Date _____
Attest _____

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer  Date 4/8/15 \$5,000.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION
PROGRAM SUPPLEMENT AND CERTIFICATION FORM
PSCF (REV. 01/2010)

Page ___ of ___

TO: STATE CONTROLLER'S OFFICE Claims Audits 3301 "C" Street, Rm 404 Sacramento, CA 95816		4/8/2015		PROJECT NUMBER: 0215000104
FROM: Department of Transportation		REQUISITION NUMBER / CONTRACT NUMBER: RQS 021500000399		
SUBJECT: Encumbrance Document				
VENDOR / LOCAL AGENCY: CITY OF SUSANVILLE				
CONTRACT AMOUNT: \$5,000.00				

Local Assistance

CHAPTER	STATUTES	ITEM	YEAR	PEC / PECT	TASK / SUBTASK	AMOUNT
25	2014	2660-101-0042	2015	2030600621	2620/0400	\$5,000.00

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information, call (915) 654-6410 of TDD (916) -3880 or write Records and Forms Management, 1120 N. Street, MS-89, Sacramento, CA 95814.

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SPECIAL COVENANTS OR REMARKS

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DEPARTMENT OF TRANSPORTATION

Division of Local Assistance
1120 N STREET
P.O. BOX 942874, MS# 1
Sacramento, CA 94274-0001
TTY 711
(916) 654-3883
Fax (916) 654-2408



April 17, 2015

File : 02-LAS-0-SUSV
RPL-5116(020)
In Susanville on various streets.

Mr. Dan Newton
City Engineer / Public Works Director
City of Susanville
720 South Street
Susanville, CA 96130-3904

Dear Mr. Newton:

Enclosed are two originals of the Program Supplement Agreement No. 0N09 Rev. 000 to Administering Agency-State Master Agreement No. 00050S .

Please sign both Program Supplement Agreements and return them to this office, Office of Local Programs - MS1 within 90 days from receipt of this letter. If the signed Agreements are not received back in this office within 90 days, funds will be disencumbered and/or deobligated. Alterations should not be made to the agreement language or funding. ATTACH YOUR LOCAL AGENCY'S CERTIFIED AUTHORIZING RESOLUTION THAT CLEARLY IDENTIFIES THE PROJECT AND THE OFFICIAL AUTHORIZED TO EXECUTE THE AGREEMENT. A fully executed copy of the agreement will be returned to you upon ratification by Caltrans. No invoices for reimbursement can be processed until the agreement is fully executed.

A copy of the State approved finance letter containing the fund encumbrance and reversion date information will be mailed to you with your copy of the executed agreement.

Your prompt action is requested. If you have questions, please contact your District Local Assistance Engineer.

Sincerely,

A handwritten signature in cursive script, appearing to read "Winton Emmett".

WINTON EMMETT, Chief
Office of Project Implementation - North
Division of Local Assistance

Enclosure

c: OLP AE Project Files
(02) DLAE - Ian Howat

Susanville Public Works Dept

APR 20 2015
RECEIVED

PROGRAM SUPPLEMENT NO. N09
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00050S

Adv Project ID **Date:** April 8, 2015
0215000103 **Location:** 02-LAS-0-SUSV
 Project Number: RPL-5116(020)
 E.A. Number:
 Locode: 5116

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In Susanville on various streets.

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	STATE		LOCAL	OTHER
\$5,000.00		\$5,000.00	\$0.00	\$0.00

CITY OF SUSANVILLE

By _____
Title _____
Date _____
Attest _____

STATE OF CALIFORNIA
Department of Transportation

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer:  Date 4/8/15 \$5,000.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

TO: STATE CONTROLLER'S OFFICE Claims Audits 3301 "C" Street, Rm 404 Sacramento, CA 95816	4/8/2015	PROJECT NUMBER: 0215000103
REQUISITION NUMBER / CONTRACT NUMBER: RQS 02150000400		

FROM: **Department of Transportation**

SUBJECT: **Encumbrance Document**

VENDOR / LOCAL AGENCY: **CITY OF SUSANVILLE**

CONTRACT AMOUNT: **\$5,000.00**

Local Assistance

CHAPTER	STATUTES	ITEM	YEAR	PEC / PECT	TASK / SUBTASK	AMOUNT
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PROGRAM SUPPLEMENT NO. N09
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00050S

Adv Project ID **Date:** April 8, 2015
0215000103 **Location:** 02-LAS-0-SUSV
Project Number: RPL-5116(020)
E.A. Number:
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CITY OF SUSANVILLE

By _____
Title _____
Date _____
Attest _____

STATE OF CALIFORNIA
Department of Transportation

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Division of Local Assistance
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Reviewed by: IGA City Administrator
_____ City Attorney

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

Submitted by: Daniel Gibbs, City Engineer

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5164** Authorizing the Public Works Department to install a second asphalt concrete raised speed hump across the westerly alley behind the Susanville Supermarket (IGA)

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: Concern has been raised regarding the safety of employees accessing the alley behind IGA for the unloading of goods from delivery trucks. A request was received to investigate vehicular speeds by the motoring public and consider placement of additional speed control devices within the alley to mitigate potentially unsafe conditions for employees and delivery personnel associated with the supermarket operations.

There is presently one permanent speed hump at the north end of the alley near the northwest corner of the structure where the majority of deliveries are made. Installation of this hump occurred years ago and has not been effective according to representatives of the store. While effective for the most northerly portion of the alley and turns negotiated around the blind corner of the structure, situations with perceived excessive speeds for the conditions are being experienced.

Speed studies have been performed of the alley with the results of that study at approximately 10mph for the 85th percentile, most vehicles are performing well below those allowed per the vehicle code (15mph, VC 22352). The results of these indicated that no excessive speeding issues existed.

Therefore, it is likely that a perception associated with a high degree of discomfort is present for employees of the store. What may be just as significant, as a contributing factor, is the narrow width of the alley when shared by delivery personnel and vehicles traveling through the alley. This area is also frequented by pedestrians walking along Paiute Creek along with visitors to Memorial Park for related activities attracting baseball teams, officials and fans.

The studies were followed up by a field review on April 3, 2015 to determine appropriate control measures and the best course of action for the safety of the employees and the public accessing the alley. It is anticipated that an added presence of traffic calming devices to control speed will be frustrating for vehicles entering the area where delivery personnel are performing their activities.

Staff recommends an incremental approach to address the concern identified and begin with, as a first step, the placement of one additional asphalt concrete speed hump approximately 50 feet north of the south end of the intersection with the west alley or 75 feet south of the existing speed hump near the northwesterly corner of IGA. This places it near the center of the structure immediately north of the alley connecting from the west behind the used car dealership lot, Wheels West.

Consideration could be given to removing the existing asphalt speed hump on the north end and replacing it with commercially manufactured "bolt down" speed humps at a cost of \$600 each which can then be removed and relocated. Purchase of these allows greater flexibility for relocation and removal during times when snow plowing is needed. More expense would be incurred with the removal of the existing speed hump and long term durability nor maintenance needs are known.

Additional measures, in order of priority, presented here for your consideration and approval are below:

- 1) Requesting speed enforcement from the Police Department at strategic times to address habitual users of the alley and provide a presence;
- 2) Placement of two (2) additional speed humps with one for the entry to the alley at the south end of the structure and another on the east/west alley north of the sales lot;
- 3) Establishment of a one-way directional alley thus prohibiting vehicles from entering the alley on the south end;
- 4) Closing the alley to public access entirely.

FISCAL IMPACT: The cost of installing speed humps is estimated at less than \$1,000 for one hump, two signs and pavement markings including staff, equipment and materials. Estimate from the Streets Department attached.

ACTION REQUESTED: Adopt Resolution No. 15-5164 authorizing the Streets Division of Public Works Department to install one (1) additional asphalt concrete speed hump. Authorize the Streets Division of Public Works Department to install one (1) asphalt concrete speed hump within the public alley along the westerly side of the IGA building. The speed hump shall be placed approximately 50 feet north of the alley intersection with the north side of the used car lot to the west and 75 feet south of the northwest corner of the IGA building.

The bump should be approximately 12 inches in width, 3 inches in height, contain a 12 inch wide spacing to accommodate residual drainage and extend full width of the travel way. Additionally, appropriate signing such as a W8-1 and pavement arrows should be consider to warn the public and pedestrians accordingly.

ATTACHMENTS:

- 1) Photographs and Aerial View of the Alleys Behind IGA
- 2) California Vehicle Code 22352(a)(3) Prima Facie Speed Limit for Alleys
- 3) 2014 MUTCD Speed Humps Signs and Markings
- 4) Example of a proposed rubber speed hump from a typical vendor catalog

RESOLUTION NO. 15-5164
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO PURCHASE AND
INSTALL RECYCLED RUBBER SPEED BUMPS ON LOVELL ALLEY

WHEREAS, the City of Susanville has been approached regarding safety concerns for employees and pedestrians working and walking within the alley immediately west of the Susanville Supermarket known as IGA; and

WHEREAS, it is the desire of the City of Susanville to protect the citizens of the community when a need arises; and

WHEREAS, the installation of speed humps on certain public travel ways will assist in the reduction of excessive speeds and provide a measure of speed control or traffic calming for vehicles unaware of pedestrian sharing the public right of way; and

WHEREAS, the Public Works Department has the funding and means to furnish and install speed humps at locations determined to be the most effective to provide suitable traffic calming in the IGA Alley to provide protection for employees and pedestrians; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville as providing authorization to the Public Works Department to install at least one (1) and as many as three (3) speed humps within the alley immediately behind the Susanville Supermarket.

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 6th day of May, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

Reviewed by: JGH City Administrator
 _____ City Attorney

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

Submitted by: Daniel Gibbs, City Engineer

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5165** Authorizing the Public Works Department to install two (2) raised speed humps manufactured from recycled rubber within the Lovell Alley North of Hill Street

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: A written request (informal petition) and concern has been raised regarding the safety of children playing along the north side of Hill Street on the sidewalk where the Lovell Alley intersects it from the north. The letter was received by a group of individuals representing the neighborhood to the west of the intersection. The request included a request for traffic control and consideration was given to investigate vehicular speeds by the motoring public and consider placement of additional speed control devices within the alley to mitigate unsafe conditions.

There is presently no speed control nor warning signs of any type present within the alleys. Speed studies have not been performed in the alley and are not recommended due the California Vehicle Code at Section 23552 requiring speeds of no more the 15 miles per hour (mph) within alleys.

Two separate field visits to the alley were conducted with one as a site meeting on April 17, 2015 inclusive of the signatory parties to the letter present. The visit was positive with the constituents and resulted in a commitment from the City to respond with action items in a couple of weeks. Additionally, the neighborhood will be approaching the two property owners on Hill Street adjacent to the alley to address sight distance issues. Present are a solid wood fencing and overgrown shrubbery on private property at the northeast and northwest corners respectively.

Staff recommends an immediate response with the placement of two (2) commercially manufactured "bolt down" speed humps at a cost of approximately \$600 each which can be removed and reused once permanent humps are installed with the STIP program.

Additional or alternative measures, in order of priority, presented here for your consideration are below:

- 1) Requesting speed enforcement from the Police Department at strategic times to address habitual users of the alley and provide a presence;
- 2) Restricting access southerly from the apartment complex to the south located on N. Roop Street;

- 3) Establishment of a one-way directional alley northbound thus prohibiting vehicles from entering the alley on the north end;

Further measures recommended to be implemented with the overlay this coming fiscal year are as follows:

- 1) Placement of four (4) asphalt concrete permanent speed humps as part of the scope of work for the STIP overlays Project 'SC' with one for the entry to the alley at the south end of the Lovell Alley and another at the north end where the multi-family units are present. Consideration will be given to the design and installation of "dips" to accommodate anticipated snow plow operations during the winter months;
- 2) Installation of a R1-2 and R1-5 "YIELD" signs for southbound traffic from Lovell Alley to Hill Street.
- 3) Appropriate signing such as a W8-1 "BUMP" or a W8-2 "DIP", as appropriate, together with pavement arrows should be considered to forewarn vehicles, cyclists and pedestrians.

FISCAL IMPACT: The cost of installing the temporary speed humps is estimated at less than \$1,500. The cost of installing the four (4) permanent speed humps would be absorbed into the cost of the STIP project funding.

ACTION REQUESTED: Adopt Resolution No. 15-5165 authorizing the Streets Division of Public Works Department to purchase and install two (2) recycled rubber speed humps from a lowest price vendor similar to the catalog page attached. The speed humps should be placed at the north and south ends of the Lovell Alley as a traffic calming measure to give pass through vehicles pause when negotiating the alley. Placement can vary from 10 to 25 feet to accommodate avoiding conflicts with obstructions or established access points.

The bumps should be approximately 12 inches in width, 3 inches in height, contain a 12 inch wide spacing to accommodate residual drainage and extend full width of the travel way. Consideration for the R1-2 signs should be made if budgets allow this fiscal year.

ATTACHMENTS:

- 1) Letter received by the Police Department dated January 29, 2015
- 2) Photographs and Aerial View of the Alleys North of Hill Street
- 3) California Vehicle Code 22352(a)(3) Prima Facie Speed Limit for Alleys
- 4) 2014 MUTCD Speed Humps Signs and Markings
- 5) Example of a proposed rubber speed hump from a typical vendor catalog

RESOLUTION NO. 15-5165
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO PURCHASE AND
INSTALL RECYCLED RUBBER SPEED BUMPS ON LOVELL ALLEY

WHEREAS, the City of Susanville has been approached regarding safety concerns for children and other pedestrians along Hill Street at the intersection with Lovell Alley; and

WHEREAS, it is the desire of the City of Susanville to protect the citizens of the community when a need arises; and

WHEREAS, the installation of speed humps on certain public travel ways will assist in the reduction of excessive speeds and provide a measure of control or traffic calming for vehicles unaware of pedestrian sharing the public right of way; and

WHEREAS, the Public Works Department has the funding and means to furnish and install speed humps at locations determined to be the most effective to provide suitable traffic calming on Lovell Alley to provide protection for pedestrians and more importantly, children; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville as providing authorization to the Public Works Department to install at least two (2) and as many as four (4) speed humps within Lovell Alley between Hill Street and the terminus point of the alley approximately 175 feet north of Long Alley

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 6th day of May, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

Reviewed by: YCH City Administrator
_____ City Attorney

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

Submitted by: Dan Newton, Public Works Director

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Riverside Drive Trail Environmental Study

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Riverside Drive Trail project was conceptualized several years ago to create a safer walking and bicycle path along Riverside Drive adjacent to the old Sierra Pacific Industries mill site. The preferred route was determined to be along the gravel road that borders the mill pond levee. The draft environmental document is currently being circulated for review and comment.

The City entered into an agreement with Hauge Brueck Associates to complete the environmental study. Hauge Brueck Associates has been working on several aspects of the environmental study and is prepared to present the draft environmental document to City Council for review and comment.

FISCAL IMPACT: Funding for this project comes from the STIP. No local match is required.

ACTION REQUESTED: Receive and provide comments on the environmental document.

ATTACHMENTS: A presentation and review of the draft will be given at the meeting.

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Arlene F. Zelano, Administrative Assistant

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: 2015 Weed Abatement Program

PRESENTED BY: James Moore, Fire Chief

SUMMARY: In preparation for wildland fire season and Independence Day, the Fire Department has determined June 22, 2015 to be the deadline for weed/fire hazard abatement. After this date, any conditions which pose a hazard will be mitigated following Susanville Municipal Code Section 8.28 – Weed and Rubbish Abatement. Occupants or property owners may be cited for failure to comply and may be charged for any fire suppression cost after this date.

Susanville Municipal Code Section 8.28 requires the City Council to establish a deadline for the removal of the hazards, and to ensure that this deadline is published in a newspaper of general circulation at least two times prior to enforcement of subsequent sections of the City Code relating to the weed abatement criteria, following the attached City Standards.

FISCAL IMPACT: Staff time, postage, fuel – accounted for in Code Enforcement budget.

ACTION REQUESTED: Motion to establish the deadline for the removal of weeds/fire hazards in the City of Susanville as Monday, June 22, 2015.

ATTACHMENTS: City of Susanville Weed Abatement Standards

Susanville Municipal Code

Up **Previous** **Next** **Main** **Collapse** **Search** **Print** **No Frames**
Title 8 HEALTH AND SAFETY

Chapter 8.28 WEED AND RUBBISH ABATEMENT

Article I. Abatement of Weeds and Rubbish

8.28.010 Intent and purpose.

Pursuant to the authority of Government Code Section 39501 et seq, the city council finds and declares that it is necessary to establish a procedure for the requiring of and providing for the removal of weeds and rubbish from sidewalks, parking areas or streets, and from private property, and to provide for the cost of removal as a lien upon the subject property and for the enforcement of the lien by sale of the property. (Prior code § 9.1)

8.28.020 Definitions.

As used in this chapter:

“Rubbish” means and includes all putrescible or nonputrescible solid and semisolid waste, whether combustible or noncombustible, including both garbage and rubbish.

“Weeds” means and includes, but is not limited to, weeds, with mature wingy or downy seeds, which will attain growth as to become a fire menace when dry, or which are otherwise noxious or dangerous. (Prior code § 9.2)

8.28.030 Weeds and rubbish prohibited.

It is unlawful for the owner, agent, lessee or other person having charge or control of any piece or parcel of land within the city to allow weeds or rubbish to grow or to remain thereon, or upon the street or sidewalk in front of such piece or parcel of land. (Prior code § 9.3)

8.28.040 Abatement procedure.

In the event of a violation of Section 8.28.030, the fire chief of the city or his or her designated representative shall proceed as follows:

A. Notice to Remove. The fire chief is authorized to give notice to the owner, agent, lessee or other person having charge or control of private property, to order the removal of weeds or rubbish from the property or abutting public property within ten (10) days. Such notice shall be by certified mail, return receipt requested (hereinafter referred to as “certified written notice” addressed to such owner, agent, lessee or other person having charge or control, at his or her last known address. In the event the notice by certified mail is directed to one other than the owner of the property, a courtesy copy of the notice shall be sent by regular first class mail to the owner at his or her last known address on file with the Lassen County assessor’s office.

B. Action Upon Noncompliance. Upon the failure, neglect or refusal of any owner, agent, lessee, or other person having charge or control, to properly destroy weeds or remove rubbish within ten (10) days after receipt of the written certified notice, the fire chief is authorized to pay from the city code enforcement abatement budget for the destruction or removal of such weeds or rubbish. In the event that the written certified notice is returned to the post office because of inability to make delivery, the fire chief shall cause a written notice to be posted on the property, allowing ten (10) days, from the date of posting, for compliance with the order. Failure, neglect or refusal to take compliance action shall empower the fire chief to pay for the destruction or removal of

such weeds or rubbish.

C. If the owner, agent, lessee or other person having control of the private real property in the city fails to remove or destroy weeds and rubbish in accordance with the notice given, within ten (10) days after the mailing of such notice, or within ten (10) days after the posting of such notice where that is the case, it shall be the duty of the fire chief to destroy or cause to be destroyed, or remove or cause to be removed, such weeds or rubbish, and the fire chief and/or contracting agents of the city are expressly authorized to enter upon private property for such purpose, and it is unlawful for any person to interfere, hinder, or refuse to allow them to enter upon private property for such purpose and to destroy or remove weeds or rubbish in accordance with the provisions of this chapter. Any person owning, occupying, renting, managing, leasing, or controlling real property in the city shall have the right to destroy or remove weeds or rubbish or have the same destroyed or removed at his or her own expense at any time prior to the arrival of the fire chief or authorized representatives for such purpose.

D. The city finance director shall keep an account of the cost to the city to destroy or remove weeds or rubbish as aforesaid for each separate lot or parcel of land and the portions of streets adjoining the same, and shall embody such account in a report and assessment list to the city administrator, who will present such report and assessment list to the city council. Such report shall refer to each separate lot or parcel of land by description sufficiently reasonable to identify the same, together with the expense proposed to be assessed against it. The cost of abatement may include incidental expenses, including, but not limited to, the expenses and costs to the city in the inspection of lots, preparations of notices, specifications and contracts, and in inspecting work, the cost of printing and mailing required under this article in an amount to be set by resolution of the city council, per each occurrence of abatement.

E. The city administrator shall post a copy of such report and assessment list on a bulletin board near the entrance to the city hall, together with the notice of the filing thereof, and the time and place where and when it will be submitted to the city council for hearing and confirmation. The finance director shall mail to the persons in the manner prescribed in Section 8.28.040 a notice in the format substantially as follows:

**ASSESSMENT FOR DESTRUCTION OR
REMOVAL OF WEEDS AND RUBBISH AND NOTICE OF HEARING THEREON.**

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Susanville Municipal Code, Title 8, Chapter 8.28, the Fire Chief has destroyed or removed weeds or rubbish from the real property owner, occupied, rented, managed or controlled by you and from the portions of streets, alleys and sidewalks adjoining the same, which real property is described as follows:

(here insert description of real property sufficient for reasonable and ready identification)

The cost of said destruction or removal proposed to be assessed against the said real property is
\$ _____.

FURTHER NOTICE IS HERBY GIVEN that on _____, the ____ day of _____, 20____, at the hour of ____ p.m. in the Council chambers of City Hall, of the City of Susanville, located at 66 North Lassen Street, Susanville, Lassen County, California, the report of the Finance Director on the cost of destruction or removal of weeds or rubbish and the assessment list thereof will be presented to the City Council for consideration, correction and confirmation and that at said time and place any and all persons interested in or having any objections to said report or list of proposed assessments, or to any matter or thing contained therein may appear and be heard. The failure to make any objection to said report and list shall be deemed a waiver of the same.

Upon confirmation of said assessment by the City Council, the amount thereof will be payable. In the event the same is not paid said assessment will be added to the tax bill for said property and thereafter shall become a

lien on said property.

Dated: _____

City Administrator of City of Susanville

F. At the time and place fixed for receiving and considering the report, the city council shall hear the same together with any protests or objections which may be raised by any interested person. Upon such hearing, the city council shall make such corrections or modifications in any proposed assessment which it may deem to be excessive or otherwise incorrect, after which such assessment shall be confirmed by resolution of the city council and the amount thereof shall constitute a lien on the subject real property assessed until paid. The confirmation and assessment by the city council shall be final and conclusive.

G. Assessment Payment. Any person may pay the amount of such assessment for destruction or removal of weeds or rubbish on or before the fifteenth day of July following the date the confirmation of said assessment was made by the city council. If said assessment is not paid on or before said date, the total amount therefore shall be entered on the next county fiscal tax roll as a lien against the property and shall be subject to the same penalties and interest as are provided for other delinquent taxes or assessments of the city. (Ord. 06-928 § 1 (part), 2006: prior code § 9.4)

8.28.050 Penalty for violation.

Any person violating any of the provisions of this chapter shall be guilty of an infraction. (Ord. 06-928 § 1 (part), 2006: prior code § 9.5)

8.28.060 Removal method.

The methods of removing weeds, vines, shrubs, brush and/or debris from property as provided in this chapter shall not be an exclusive method, but shall be an alternative method, and such weeds, vines, shrubs, brush and/or debris may be removed from such property pursuant to the provisions of any law of the state or of any ordinance of the city applicable thereto. (Prior code § 9.6)

CITY OF SUSANVILLE WEED ABATEMENT STANDARDS

The following Weed Abatement Standards are designed to assist fire fighting efforts by slowing the spread of fire. They are not designed for City beautification. The SFD has the final decision in determining whether an area is "safe from the spread of fire" and conforms to the "intent of the code".

Weeds, grass, or other combustible growth may be abated by mowing, disking, or scraping. If mowed, the combustible growth must be cut and maintained at a height that would not constitute a fire hazard.

ABATEMENT BY OPEN BURNING IS NOT PERMITTED.

REMOVAL OF WEEDS, GRASS, AND COMBUSTIBLE GROWTH

1. All Properties:

- (a) Mow or disk space around all buildings 30 feet wide at minimum.
- (b) Mow or disk space 50 feet wide minimum completely around the perimeter of the property to the street or sidewalk. Mow or disk 30 feet wide minimum cross-breaks every 50 feet maximum, (property can be completely mowed or disked in lieu of cross-breaking)
- (c) Mow or disk space extending 30 feet minimum beyond the foliage of any group of trees.
- (d) All rubbish, trash, trimmings, rubble or litter shall be removed from the property.
- (e) All woods, fuel, or lumber shall be neatly stacked or removed from the property.
- (f) All weeds, grass, or other combustible growth shall be cleared at least 10 feet from around any combustible storage.
- (g) Greenbelt, pastures, and environmentally-sensitive areas shall be assessed on an individual basis. Contact the fire department if you believe that this applies to your property.
- (h) Mow or disk space may be required to be larger if a potential fire hazard exists.

Reviewed by: JGH City Administrator
____ City Attorney

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5167** increasing the airport budget for fiscal year 14/15 to address safety issues related to wind damage on Hangar #8 and non-compliant electrical at fuel farm.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Staff recently distributed a Proposal for Services to local electricians to retrofit the electrical components on the Jet-A fuel tank located at Susanville Municipal Airport. In response to the request, AMPS Electric Co. was the only licensed electrical contractor to submit a bid. The bid was in the amount of \$6,519.20.

This work was not anticipated when the budget was established and there are insufficient funds to complete the work. This will require a budget increase in the Airport Enterprise Fund in the amount of \$7,000 to complete the repairs. The amount not to exceed \$7,100 allows for a 10 percent contingency associated with the electrical retrofit of the Jet-A fuel tank.

Staff also assessed the damage to Hangar No. 8 located at the Susanville Municipal Airport from a wind storm which occurred in February of this year. Damage to the hangar included both roof and brace damage and were assessed to cost between \$8,000 and \$10,000. Due to the age of the structure and unfavorable location, staff is recommending that the City Council consider disassembling and removing the structure.

FISCAL IMPACT: \$7,000 budget increase to the Airport Enterprise Fund for electrical upgrades.

ACTION REQUESTED: Motion to approve Resolution No. 15-5167 authorizing budget increase in the amount of \$7,000 for electrical work at the Susanville Municipal Airport Jet-A Fuel Tank.

ATTACHMENTS: Resolution No. 15-5167
AMPS Electric Co. Proposal

RESOLUTION NUMBER 15-5167
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE COMPLETION OF REPAIRS FOR THE FUEL TANK AT THE
SUSANVILLE MUNICIPAL AIRPORT

WHEREAS, a budget increase in the amount of \$7,000 is required in the Airport Fund to perform electrical retrofitting at the Jet-A Fuel Tank; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville authorizing a budget increase to the Airport Enterprise Fund in the amount not to exceed \$7,000.00.

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 6th day of May, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

Phone 530 257-8711
Fax 530 257-7239

March 26, 2015

Quotation # SA32615

City of Susanville
Krystle Hollandsworth
66 North Lassen Street
Susanville, CA 96130
530 252-5101
530 252-1020 fax
admin@cityofsusanville.org

RECEIVED
MAR 26 2015
BY: 

Thank you for the opportunity to provide a price quotation to install the electrical wiring to the new Jet-A fuel tank and to upgrade the existing electrical wiring, to meet California Electrical Code standards, at the Susanville Municipal Airport fuel farm.

Quoted price includes replacing the existing 2" PVC conduit riser with rigid metal conduit, installation of a required emergency pump shut-off system, replacing the existing electrical distribution panel with a hazardous location rated enclosure, fabricate mounting brackets and install operator switches at each pump, and running conduit and wiring, with required seals, to each pump.

Labor	\$1900.00
Materials	\$4311.25
California Sales Tax	<u>\$307.95</u>
Total	\$6519.20

Pricing: Valid for 45 days.

Terms: Balance due net 30

Delivery: Ten business days from order placement, weather permitting.

Note: Amps Electric will be closed for vacation from May 10 through May 18, 2015

If you have any questions regarding this quotation or would like to schedule the work, please call the number above, or my cell, 530 310-2975.

Thank you.



Don MacVitie

Reviewed by: JGH City Administrator
 City Attorney

 Motion Only
 Public Hearing
 X Resolution
 Ordinance
 Information

Submitted By: Jared G. Hancock, City Administrator

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5168** Authorization to submit the application for PAPI Design Work to the Federal Aviation Administration (FAA) and authorizing the Mayor to sign the grant application.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The existing Visual Approach Slope Indicators system at the airport is inoperable and replacement parts are unavailable. This project will prepare plans and specifications to install Precision Approach Path Indicator units (PAPI) on both ends of the main runway. The installation of the new PAPI units will improve safety for pilots at the airport. Staff requests authorization to submit the grant application to the FAA and the authorization from Council to allow the Mayor to sign the application. There are no matching funds available through Caltrans Division Aeronautics at this time.

FISCAL IMPACT: \$3,200 in in-kind services for survey work

ACTION

REQUESTED: Approve **Resolution No.15-5168** Authorizing the submittal of the PAPI Design Work grant application and authorizing the Mayor to sign the application

ATTACHMENTS: **Resolution No. 15-5168**
FAA Project Application

RESOLUTION NO. 15-5168
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING SUBMITTAL OF A GRANT APPLICATION TO THE FEDERAL
AVIATION ADMINISTRATION (FAA) FOR THE SUSANVILLE MUNICIPAL AIRPORT
PRECISION APPROACH PATH INDICATORS (PAPI) PROJECT AND AUTHORIZING
THE MAYOR TO SIGN THE GRANT APPLICATION

WHEREAS, the City Council authorized C&S Companies to submit the Susanville Municipal Airport Precision Approach Indicators (PAPI) Project to the FAA by Resolution No. 14-5044; and

WHEREAS, funding is available through the Federal Aviation Administration (FAA) to replacing the obsolete Visual Approach Slope Indicators with new Precision Approach Path Indicators at the Susanville Municipal Airport; and

WHEREAS, a grant application has been prepared by C&S Companies and is ready to submit to the FAA for grant funding.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that City staff is authorized to submit the grant application to the Federal Aviation Administration (FAA) requesting grant money for the installation of Precision Approach Path Indicators at the Susanville Municipal Airport.

BE IT FURTHER RESOLVED THAT the Mayor is authorized to execute the grant application.

Dated: May 6, 2015

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution Number 15-5168 was adopted at a regular meeting of the City Council of the City of Susanville held on the 6th day of May, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney

**FEDERAL AVIATION ADMINISTRATION
AIRPORT IMPROVEMENT PROGRAM**

APPLICATION

FOR

THE WORK

OF

PAPI Design

AT

**Susanville Municipal Airport
Susanville, CA**

May 2015

Application for Federal Assistance SF-424

* 1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): - Select One - * Other (Specify)
---	---	---

* 3. Date Received:	4. Application Identifier: SVE
---------------------	-----------------------------------

5a. Federal Entity Identifier: 3-06-0251	* 5b. Federal Award Identifier:
---	---------------------------------

State Use Only:

6. Date Received by State:	7. State Application Identifier:
----------------------------	----------------------------------

8. APPLICANT INFORMATION:

* a. Legal Name: City of Susanville	* c. Organizational DUNS: 094377157
* b. Employer/Taxpayer Identification Number (EIN/TIN): 94-6000439	

d. Address:

* Street1: 66 North Lassen Street Street 2:	* Zip/ Postal Code: 96130
* City: Susanville County: Lassen * State: California Province: Country: United States	

e. Organizational Unit:

Department Name: Public Works Department	Division Name:
---	----------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. Middle Name: * Last Name: Hancock Suffix:	First Name: Jared
Title: City Administrator	
Organizational Affiliation: N/A	

* Telephone Number: (530) 252-5114	Fax Number: (530) 257-1057
* Email: jhancock@cityofsusanville.org	

Application for Federal Assistance SF-424

*9. Type of Applicant 1: Select Applicant Type:

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

* Other (specify):

* 10. Name of Federal Agency:

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

*12. Funding Opportunity Number: N/A

Title:

13. Competition Identification Number: N/A

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Susanville, Lassen County, California

* 15. Descriptive Title of Applicant's Project:

PAPI Design

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:
*a. Applicant: CA 4th *b. Program/Project: CA 4th

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
*a. Start Date: 07/01/2015 *b. End Date: 08/31/2016

18. Estimated Funding (\$):

*a. Federal	28,800.00
*b. Applicant	3,200.00
*c. State	
*d. Local	
*e. Other	
*f. Program Income	
*g. TOTAL	32,000.00

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**
 a. This application was made available to the State under the Executive Order 12372 Process for review on _____
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation on next page.)**
 Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)
 ** I AGREE
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:
Prefix: Mr. *First Name: Brian
Middle Name:
*Last Name: Wilson
Suffix:
*Title: Mayor
*Telephone Number: (530) 257-1000 Fax Number: (530) 257-1057
* Email: info@cityofsusanville.org
*Signature of Authorized Representative: *Date Signed:

Application for Federal Assistance SF-424

*Applicant Federal Debt Delinquency Explanation

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

N/A

Application for Federal Assistance (Development Projects)

PART II – PROJECT APPROVAL INFORMATION

SECTION A	
<p>Item 1. Does this assistance request require State, local, regional, or other priority rating? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>Name of Governing Body: Priority:</p>
<p>Item 2. Does this assistance request require State, or local advisory, educational or health clearances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>Name of Agency or Board: (Attach Documentation)</p>
<p>Item 3. Does this assistance request require clearinghouse review in accordance with OMB Circular A-95? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>(Attach Comments)</p>
<p>Item 4. Does this assistance request require State, local, regional, or other planning approval? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>Name of Approving Agency: Date:</p>
<p>Item 5. Is the proposal project covered by an approved comprehensive plan? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Check one: State <input type="checkbox"/> Local <input checked="" type="checkbox"/> Regional <input type="checkbox"/> Location of Plan: Susanville Municipal Airport Master Plan</p>
<p>Item 6. Will the assistance requested serve a Federal installation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>Name of Federal Installation: Federal Population benefiting from Project:</p>
<p>Item 7. Will the assistance requested be on Federal land or installation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>Name of Federal Installation: Location of Federal Land: Percent of Project: %</p>
<p>Item 8. Will the assistance requested have an impact or effect on the environment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>(See instructions for additional information to be provided.)</p>
<p>Item 9. Will the assistance requested cause the displacement of individuals, families, businesses, or farms? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>Number of: Individuals: Families: Businesses: Farms:</p>
<p>Item 10. Is there other related Federal assistance on this project previous, pending, or anticipated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>(See instructions for additional information to be provided.)</p>

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

Environmental Assessment for Susanville Municipal Airport was conducted by Hodges & Shutt in 1996.

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None

4. Consistency with Local Plans – The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

Yes

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

Yes

6. Consultation with Users – In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport which project is proposed.

N/A

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

N/A

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

N/A

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

N/A

10. Land – (a) The sponsor holds the following property interest in the following areas of land* which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A":

None

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land* on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A":

N/A

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land* which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A"

N/A

*State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL

1. Federal Domestic Assistance Catalog Number: 20.106
 2. Functional or Other Breakout: N/A

SECTION B – CALCULATION OF FEDERAL GRANT

Cost Classification	Use only for revisions		Total Amount Required
	Latest Approved Amount	Adjustment + or (-)	
1. Administration expense	\$	\$	\$ 1,000.00
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			27,800.00
5. Other Architectural engineering fees			
6. Project inspection fees			
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			
12. Equipment			
13. Miscellaneous (Survey-performed by Sponsor)			3,200.00
14. Total (Lines 1 through 13)			32,000.00
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. Less: Ineligible Exclusions			
18. Add: Contingencies			
19. Total Project Amt. (Excluding Rehabilitation Grants)			32,000.00
20. Federal Share requested of Line 19			28,800.00
21. Add Rehabilitation Grants Requested (100 Percent)			
22. Total Federal grant requested (lines 20 & 21)			28,800.00
23. Grantee share			3,200.00
24. Other shares			
25. Total Project (Lines 22, 23 & 24)	\$	\$	\$ 32,000.00

SECTION C – EXCLUSIONS		
Classification	Ineligible for Participation (1)	Excluded From Contingency Provision (2)
a.	\$	\$
b.		
c.		
d.		
e.		
f.		
g. Totals	\$	\$

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE		
27. Grantee Share		
a. Securities		\$ 3,200.00
b. Mortgages		
c. Appropriations (By Applicant)		
d. Bonds		
e. Tax Levies		
f. Non Cash		
g. Other (Explain)		
h. TOTAL - Grantee share		3,200.00
28. Other Shares		
a. State		
b. Other		
c. Total Other Shares		
29. TOTAL		\$ 3,200.00

SECTION E – REMARKS

PART IV – PROGRAM NARRATIVE (Attach – See Instructions)

PART IV
PROGRAM NARRATIVE
(Suggested Format)

PROJECT : PAPI Design and Construction

AIRPORT : (SVE) Susanville Municipal Airport

1. Objective:

The existing VASI system at the airport is inoperable and replacement parts are unavailable. This project will prepare plans and specifications to install PAPI Units (2 box) on both ends of Runway 11-29.

2. Benefits Anticipated:

The installation of the new PAPI units will improve safety for pilots at this mountain airport.

3. Approach: (See approved Scope of Work in Final Application)

Our approach to completing this proposed project will be consistent with typical procedures for projects of this type. All surveys, plan preparation, commissioning and maintenance shall be performed will all be applicable FAA Standards.

4. Geographic Location:

Susanville Municipal Airport is located within the City of Susanville, California at Latitude 40°22'32"N. and Longitude 120°34'22"W.

5. If Applicable, Provide Additional Information:

N/A

6. Sponsor's Representative: (include address & telephone number)

Jared Hancock, City Administrator
City of Susanville
66 N. Lassen Street
Phone: (530) 257-1000 Fax: (530) 257-1057
jhancock@cityofsusanville.org

CIP/PRE-APPLICATION DATA SHEET

AIRPORT: (SVE) Susanville Municipal Airport LOCAL PRIORITY: _____ UPDATED: _____

WORK ITEM: **PAPI Design**

SKETCH:

SEE ATTACHED

JUSTIFICATION: See Program Narrative

SPONSOR'S SIGNATURE: _____ DATE: _____

COST ESTIMATE: Item (Excavation, Paving, etc.) _____

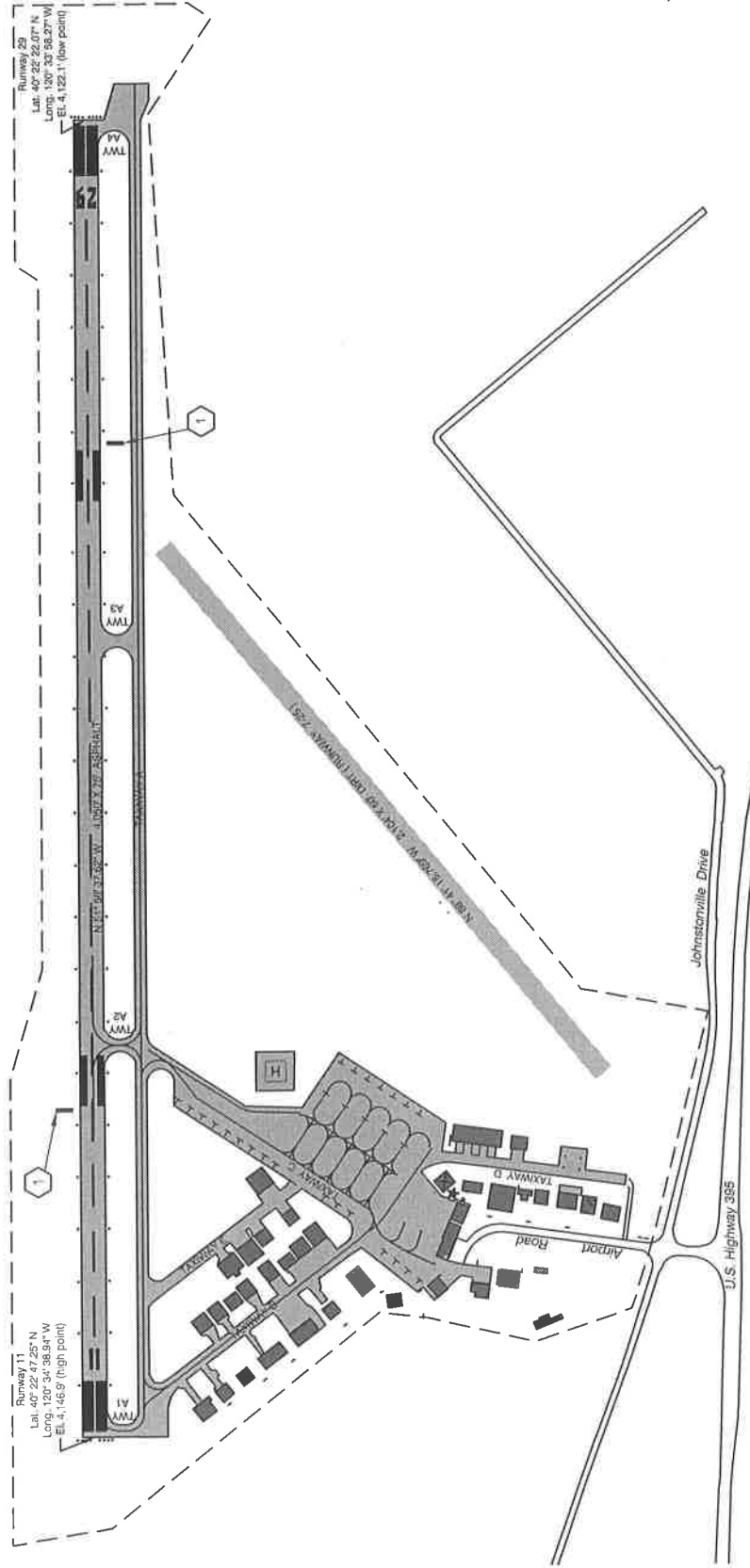
ADMINISTRATION:	\$ 1,000	1: Design	\$ \$27,800	4:	\$
CONSTRUCTION:	\$	2: Survey by City	\$ \$ 3,200	5:	\$
INSPECTION:	\$	3:	\$		
				TOTAL:	\$ 32,000

ADO USE:

PREAPP NO: _____ GRANT NO: _____ NPIAS CODE: _____ WORK CODE: _____ FAA PRIOR: _____ FED \$ _____

SUSANVILLE MUNICIPAL AIRPORT

FY 15 GRANT APPLICATION
PAPI DESIGN



LEGEND

1 PAPI DESIGN



C&S
COMPANIES



ASSURANCES

Airport Sponsors

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this grant agreement.

B. Duration and Applicability.

1. **Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.**

The terms, conditions and assurances of this grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. **Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.**

The preceding paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 25, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions, and assurances of this grant agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements.

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

Federal Legislation

- a. Title 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq.¹
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act – 5 U.S.C. 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.^{1 2}
- f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f).¹
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.¹
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a.¹
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f))
- m. Rehabilitation Act of 1973 - 29 U.S.C. 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 -42 U.S.C. 4151, et seq.¹
- s. Power plant and Industrial Fuel Use Act of 1978 - Section 403- 2 U.S.C. 8373.¹
- t. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.¹
- u. Copeland Anti-kickback Act - 18 U.S.C. 874.1
- v. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.

- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

Executive Orders

- a. Executive Order 11246 - Equal Employment Opportunity¹
- b. Executive Order 11990 - Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 - Intergovernmental Review of Federal Programs
- e. Executive Order 12699 - Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 - Environmental Justice

Federal Regulations

- a. 2 CFR Part 180 - OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [OMB Circular A-87 Cost Principles Applicable to Grants and Contracts with State and Local Governments, and OMB Circular A-133 - Audits of States, Local Governments, and Non-Profit Organizations].^{4, 5, 6}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment
- d. 14 CFR Part 13 - Investigative and Enforcement Procedures 14 CFR Part 16 - Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
- e. 14 CFR Part 150 - Airport noise compatibility planning.
- f. 28 CFR Part 35- Discrimination on the Basis of Disability in State and Local Government Services.
- g. 28 CFR § 50.3 - U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- h. 29 CFR Part 1 - Procedures for predetermination of wage rates.¹
- i. 29 CFR Part 3 - Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹
- j. 29 CFR Part 5 - Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- k. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).¹
- l. 49 CFR Part 18 - Uniform administrative requirements for grants and cooperative agreements to state and local governments.³
- m. 49 CFR Part 20 - New restrictions on lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 - Participation by Disadvantage Business Enterprise in Airport Concessions.

- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.^{1 2}
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹
- s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- t. 49 CFR Part 30 - Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- u. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)
- v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 41 - Seismic safety of Federal and federally assisted or regulated new building construction.

Specific Assurances

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this grant agreement.

Footnotes to Assurance C.1.

¹ These laws do not apply to airport planning sponsors.

² These laws do not apply to private sponsors.

³ 49 CFR Part 18 and 2 CFR Part 200 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation and circular shall also be applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

⁴ On December 26, 2013 at 78 FR 78590, the Office of Management and Budget (OMB) issued the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200. 2 CFR Part 200 replaces and combines the former Uniform Administrative Requirements for Grants (OMB Circular A-102 and Circular A-110 or 2 CFR Part 215 or Circular) as well as the Cost Principles (Circulars A-21 or 2 CFR part 220; Circular A-87 or 2 CFR part 225; and A-122, 2 CFR part 230). Additionally it replaces Circular A-133 guidance on the Single Annual Audit. In accordance with 2 CFR section 200.110, the standards set forth in Part 200 which affect administration of Federal awards issued by Federal agencies become effective once implemented by Federal agencies or when any future amendment to this Part becomes final. Federal agencies, including the Department of Transportation, must implement the policies and procedures applicable to Federal awards by promulgating a regulation to be effective by December 26, 2014 unless different provisions are required by statute or approved by OMB.

⁵ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.

⁶ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this grant agreement which it will own or control.

4. Good Title.

a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

- b. It will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this grant agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations and the terms, conditions and assurances in this grant agreement and shall insure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under section 44706 of Title 49, United States Code, and all the security equipment required by rule or regulation, and

has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this grant, the total cost of the project in connection with which this grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title 49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and, upon approval of the Secretary, shall be incorporated into this grant agreement. Any modification to the approved plans,

specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this grant agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal,

state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for-

- 1) Operating the airport's aeronautical facilities whenever required;
 - 2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 - 3) Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or

to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to-

- 1) furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - 2) charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
- c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
 - d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
 - e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.
 - f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees [including, but not limited to maintenance, repair, and fueling] that it may choose to perform.
 - g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
 - h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
 - i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 - 1) If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or

operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.

- 2) If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
 - 3) Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at Section 47102 of title 49 United States Code), if the FAA determines the airport sponsor meets the requirements set forth in Sec. 813 of Public Law 112-95.
- b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
 - c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of Section 47107 of Title 49, United States Code.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and

- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1) all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2) all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that –

- a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. It will keep up to date at all times an airport layout plan of the airport showing
 - 1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 - 2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and

roads), including all proposed extensions and reductions of existing airport facilities;

- 3) the location of all existing and proposed nonaviation areas and of all existing improvements thereon; and
 - 4) all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.
- b. If a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this grant.

- a. Using the definitions of activity, facility and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR § 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by, or pursuant to these assurances.
- b. Applicability
 - 1) Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
 - 2) Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.

- 3) Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1) So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
- 2) So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this grant agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

“The **City of Susanville**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

e. Required Contract Provisions.

- 1) It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
- 2) It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
- 3) It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
- 4) It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a

covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:

- a) For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b) For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order, (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund. If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.
- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, (1) upon application to the Secretary, be reinvested or transferred to another

eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order: (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund.

- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
- d. Disposition of such land under (a) (b) or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

It will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including but not limited to the advisory circulars listed in the Current FAA Advisory Circulars for AIP projects, dated 3-20-2014 (the latest approved version as of this grant offer) and included in this grant, and in accordance

with applicable state policies, standards, and specifications approved by the Secretary.

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its DBE and ACDBE programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in section 47102 of title 49, U.S.C.) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that-
 - 1) Describes the requests;
 - 2) Provides an explanation as to why the requests could not be accommodated; and
 - 3) Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.



**FAA
Airports**

Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects

Updated: 2/11/2015

View the most current versions of these ACs and any associated changes at:
http://www.faa.gov/airports/resources/advisory_circulars

NUMBER	TITLE
70/7460-1K	Obstruction Marking and Lighting
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B Change 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13B	Development of State Standards for Nonprimary Airports
150/5200-28D	Notices to Airmen (NOTAMS) for Airport Operators
150/5200-30C Change 1	Airport Winter Safety And Operations
150/5200-31C Changes 1-2	Airport Emergency Plan
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design
150/5210-18A	Systems for Interactive Training of Airport Personnel

NUMBER	TITLE
150/5210-19A	Driver's Enhanced Vision System (DEVS) Ground Vehicle Operations on Airports
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16D	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23	Frangible Connections
150/5220-24	Foreign Object Debris Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26 Change 1	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5300-7B	FAA Policy on Facility Relocations Occasioned by Airport Improvements of Changes
150/5300-13A Change 1	Airport Design
150/5300-14C	Design of Aircraft Deicing Facilities
150/5300-16A	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5320-5D	Airport Drainage Design
150/5320-6E	Airport Pavement Design and Evaluation
150/5320-12C Changes 1-8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces

NUMBER	TITLE
150/5320-15A	Management of Airport Industrial Waste
150/5235-4B	Runway Length Requirements for Airport Design
150/5335-5C	Standardized Method of Reporting Airport Pavement Strength - PCN
150/5340-1L	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18F	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30H	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26D	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27E	Specification for Wind Cone Assemblies
150/5345-28G	Precision Approach Path Indicator (PAPI) Systems
150/5345-39D	Specification for L-853, Runway and Taxiway Retro reflective Markers
150/5345-42G	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43G	Specification for Obstruction Lighting Equipment
150/5345-44J	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures
150/5345-46D	Specification for Runway and Taxiway Light Fixtures

NUMBER	TITLE
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49C	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13 Change 1	Planning and Design Guidelines for Airport Terminal Facilities
150/5360-14	Access to Airports By Individuals With Disabilities
150/5370-2F	Operational Safety on Airports During Construction
150/5370-10G	Standards for Specifying Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness
150/5390-2C	Heliport Design
150/5395-1A	Seaplane Bases

THE FOLLOWING ADDITIONAL APPLY TO AIP PROJECTS ONLY

Updated: 3/7/2014

NUMBER	TITLE
150/5100-14E	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17 Changes 1 - 6	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5300-9B	Predesign, Prebid, and Preconstruction Conferences for Airport Grant Projects
150/5300-15A	Use of Value Engineering for Engineering Design of Airports Grant Projects
150/5320-17A	Airfield Pavement Surface Evaluation and Rating (PASER) Manuals
150/5370-6D	Construction Progress and Inspection Report – Airport Improvement Program (AIP)
150/5370-12A	Quality Control of Construction for Airport Grant Projects

**REQUIRED STATEMENTS
AIRPORT IMPROVEMENT PROGRAM PROJECTS**

AIRPORT: Susanville Municipal Airport

LOCATION: Susanville, CA

AIP PROJECT NO.: 03-06-0251

STATEMENTS APPLICABLE TO THIS PROJECT PAPI Design

- a. **INTEREST OF NEIGHBORING COMMUNITIES:** In formulating this project, consideration has been given to the interest of communities that are near Susanville Municipal Airport.
- b. **THE DEVELOPMENT PROPOSED IN THIS PROJECT** will not require the use of publicly owned land from a public park, recreation area, wildlife and fowl refuge, or a historical site under Federal, State, or Local jurisdiction.
- c. **FBO COORDINATION:** The airport development proposed in this project has been coordinated with the Fixed Base Operator(s) utilizing Susanville Municipal Airport, and they have been informed regarding the scope and nature of this project.
- d. **THE PROPOSED PROJECT IS CONSISTENT** with existing approved plans for the area surrounding the airport.

The above statements have been duly considered and are applicable to this project. (Provide comment for any statement not checked).

BY: _____ **DATE:** _____

TITLE: Mayor

SPONSORING AGENCY: City of Susanville

NOTE: Where opposition is stated to an airport development project, whether expressly or by proposed revision, the following specific information concerning the opposition to the project must be furnished.

- a. Identification of the Federal, state, or local governmental agency, or the person or persons opposing the project;
- b. The nature and basis of opposition;
- c. Sponsor's plan to accommodate or otherwise satisfy the opposition;
- d. Whether an opportunity for a hearing was afforded, and if a hearing was held, an analysis of the facts developed at the hearing as they relate to the social, economic, and environmental aspects of the proposed project and its consistency with the goals and objectives of such urban planning as has been carried out by the community.
- e. If the opponents proposed any alternatives, what these alternatives were and the reason for nonacceptance;
- f. Sponsor's plans, if any, to minimize any adverse effects of the project;
- g. Benefits to be gained by the proposed development; and
- h. Any other pertinent information which would be of assistance in determining whether to proceed with the project.

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal Grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL "Disclosure of Lobby Activities", in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signed _____ Date _____
Sponsor's Authorized Representative

Title _____

STANDARD DOT TITLE VI ASSURANCES

City of Susanville (hereinafter referred to as the Sponsor) hereby agrees that as a condition to receiving Federal financial assistance from the Department of Transportation (DOT), it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) and all requirements imposed by 49 CFR Part 21, - Nondiscrimination in Federally Assisted Programs of the Department of Transportation -- Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations") to the end that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. Without limiting the above general assurance, the sponsor agrees concerning this grant that:

1. Each "program" and "facility" (as defined in Sections 21.23(e) and 21.23 (b)) will be conducted or operated in compliance with all requirements of the Regulations.
2. It will insert the clauses of Attachment 1 of this assurance in every contract subject to the Act and the Regulations.
3. Where Federal financial assistance is received to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
4. Where Federal financial assistance is in the form or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over, or under such property.
5. It will include the appropriate clauses set forth in Attachment 2 of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the sponsor with other parties:
 - (a) for the subsequent transfer of real property acquired or improved with Federal financial assistance under this Project; and
 - (b) for the construction or use of or access to space on, over, or under real property acquired or improved with Federal financial assistance under this Project.
6. This assurance obligates the Sponsor for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of personal property or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the sponsor or any transferee for the longer of the following periods:
 - (a) the period during which the property is used for a purpose for which Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits, or
 - (b) the period during which the sponsor retains ownership or possession of the property.

7. It will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other sponsors, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants or Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations, and this assurance.

8. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining Federal financial assistance for this Project and is binding on its contractors, the sponsor, subcontractors, transferees, successors in interest and other participants in the Project. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Sponsor.

DATED _____

City of Susanville
(Sponsor)

By _____
(Signature of Authorized Official)

CONTRACTOR CONTRACTUAL REQUIREMENTS

ATTACHMENT 1

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations.** The contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

4. **Information and Reports.** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the sponsor or the FAA, as appropriate, and shall set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the sponsor shall impose such contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

a. Withholding of payments to the contractor under the contract until the contractor complies, and/or

b. Cancellation, termination, or suspension of the contract, in whole or in part.

6. **Incorporation of Provisions.** The contractor shall include the provisions of paragraphs 1 through 5 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued Pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the sponsor or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Sponsor to enter into such litigation to protect the interests of the sponsor and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

CLAUSES FOR DEEDS, LICENSES, LEASES, PERMITS OR SIMILAR INSTRUMENTS

ATTACHMENT 2

The following clauses shall be included in deeds, licenses, leases, permits, or similar instruments entered into by the Sponsor pursuant to the provisions of Assurances 5(a) and 5(b).

1. The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a DOT program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

2. The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as a covenant running with the land") that: (1) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

Certification and Disclosure Regarding Potential Conflicts of Interest

Airport Improvement Program Sponsor Certification

Sponsor: City of Susanville

Airport: Susanville Municipal Airport

Project Number: 03-06-0251

Description of Work: PAPI Design

A sponsor must disclose in writing any potential conflict of interest to the Federal Aviation Administration (FAA) or pass-through entity. No employee, officer or agent of the sponsor or subgrant recipient shall participate in selection, or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

1. The employee, officer or agent,
2. Any member of his immediate family,
3. His or her partner, or
4. An organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award. The sponsor's or subgrant recipient's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subagreements.

Sponsors or subgrant recipients may set minimum rules where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value. To the extent permitted by state or local law or regulations, such standards or conduct will provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the grantee's and subgrant recipient's officers, employees, or agents, or by contractors or their agents.

The sponsor or subgrant recipient must maintain a written code of standards of conduct governing the performance of their employees engaged in the award and administration of contracts.

1. By checking "Yes," the sponsor or subgrant recipient certifies that it does not have any potential conflict of interest or Significant Financial Interests. By checking "No," the sponsor or subgrant recipient discloses that it does have a potential conflict of interest, which is further explained below.

Yes No

2. The sponsor or subgrant recipient maintains a written code of standards of conduct governing the performance of their employees engaged in the award and administration of contracts. By checking "No", the sponsor or subgrant recipient discloses that it does not have a written policy, which is further explained below.

Yes No

3. Explanation of items marked "no":

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of _____, _____ 2015.

Name of Sponsor: City of Susanville

Name of Sponsor's Designated Official Representative:

Title of Sponsor's Designated Official Representative:

Signature of Sponsor's Designated Official Representative: _____

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: City of Susanville

Airport: Susanville Municipal Airport

Project Number: 03-06-0251

Description of Work: PAPI Design

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326.2 CFR 200. Sponsors may use other qualifications-based procedures provided they are equivalent to specific standards in 2 CFR §§ 200.317-200.326 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

Except for the certification statement below marked as not applicable (N/A), this list includes major requirements for this aspect of project implementation. This list is not comprehensive nor does it relieve the sponsor from fully complying with all applicable statutory and administrative standards.

1. Solicitations were or will be made to ensure fair and open competition from a wide area of interest.
 Yes No N/A

2. Consultants were or will be selected using competitive procedures based on qualifications, experience, and disadvantaged enterprise requirements with the fees determined through negotiations after initial selection.
 Yes No N/A

3. A record of negotiations has been or will be prepared reflecting considerations involved in the establishment of fees, which are not significantly above the sponsor's independent cost estimate.
 Yes No N/A

4. If engineering or other services are to be performed by sponsor force account personnel, prior approval was or will be obtained from the Federal Aviation Administration (FAA).
 Yes No N/A

5. The consultant services contracts clearly or will clearly establish the scope of work and delineate the division of responsibilities between all parties engaged in carrying out elements of the project.
 Yes No N/A

6. Costs associated with work ineligible for AIP funding are or will be clearly identified and separated from eligible items in solicitations, contracts, and related project documents.
 Yes No N/A

7. Mandatory contact provisions for grant-assisted contracts have been or will be included in consultant services contracts.
 Yes No N/A

8. The cost-plus-percentage-of-cost methods of contracting prohibited under federal standards were not or will not be used.
 Yes No N/A

9. If the services being procured cover more than the single grant project referenced in this certification, the scope of work was or will be specifically described in the advertisement, and future work will not be initiated beyond five years.
 Yes No N/A

Additional documentation for any above item marked "no":

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this _____ day of _____, 2015.

Name of Sponsor: City of Susanville

Name of Sponsor's Designated Official Representative:

Title of Sponsor's Designated Official Representative:

Signature of Sponsor's Designated Official Representative: _____

Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: City of Susanville
Airport: Susanville Municipal Airport
Project Number: 03-06-0251
Description of Work: PAPI Design

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for the certification statement below marked as not applicable (N/A), this list includes major requirements for this aspect of project implementation. This list is not comprehensive nor does it relieve the sponsor from fully complying with all applicable statutory and administrative standards.

1. A statement has been or will be published notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition.
 Yes No N/A

2. An ongoing drug-free awareness program has been or will be established to inform employees about:
 - a. The dangers of drug abuse in the workplace
 - b. The sponsor's policy of maintaining a drug-free workplace
 - c. Any available drug counseling, rehabilitation, and employee assistance programs
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace Yes No N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above.
 Yes No N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant, the employee will:
- a. Abide by the terms of the statement
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction
- Yes No N/A
5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of the employee, to the FAA. Notices shall include the project number of each affected grant.
- Yes No N/A
6. One of the following actions will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:
- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended
 - b. Require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency
- Yes No N/A
7. A good faith effort will be made to continue to maintain a drug-free workplace through implementation of items 1 through 6 above.
- Yes No N/A

Site(s) of performance of work:

Location 1

Name of Location: Susanville Municipal Airport
 Address: 471-920 John Stonville Road, #10
 Susanville, CA 96130

Location 2 (if applicable)

Name of Location:
 Address:

Location 3 (if applicable)

Name of Location:
 Address:

Additional documentation for any above item marked "no":

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this _____ day of _____, 2015.

Name of Sponsor: City of Susanville

Name of Sponsor's Designated Official Representative:

Title of Sponsor's Designated Official Representative:

Signature of Sponsor's Designated Official Representative: _____

Project Plans and Specifications

Airport Improvement Program Sponsor Certification

Sponsor: City of Susanville

Airport: Susanville Municipal Airport

Project Number: 03-06-0251

Description of Work: PAPI Design

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP) labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov/). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for design or construction of airports as well as procurement/ installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for the certification statement below marked as not applicable (N/A), this list includes major requirements for this aspect of project implementation. This list is not comprehensive nor does it relieve the sponsor from fully complying with all applicable statutory and administrative standards.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so no deviation or modification to standards set forth in the advisory circulars, or state standard, is necessary other than those previously approved by the Federal Aviation Administration (FAA).
 Yes No N/A

2. Specifications for the procurement of equipment are not or will not be proprietary or written so as to restrict competition. At least two manufacturers can meet the specification.
 Yes No N/A

3. The development that is included or will be included in the plans is depicted on the airport layout plan approved by the FAA.
 Yes No N/A

4. Development that is ineligible for AIP funding has been or will be omitted from the plans and specifications.
 Yes No N/A

5. The process control and acceptance tests required for the project by standards contained in Advisory Circular 150/5370-10 are or will be included in the project specifications.
 Yes No N/A

6. If a value engineering clause is incorporated into the contract, concurrence was or will be obtained from the FAA.
 Yes No N/A

7. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding.
 Yes No N/A

8. For construction activities within or near aircraft operational areas, the requirements contained in Advisory Circular 150/5370-2 have been or will be discussed with the FAA as well as incorporated into the specifications, and a safety/phasing plan has FAA's concurrence, if required.
 Yes No N/A

9. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design.
 Yes No N/A

10. The design of all buildings have complied or will comply with the seismic design requirements of 49 CFR § 41.120.
 Yes No N/A

Attach Additional documentation for any above item marked "no":

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this _____ day of _____, _____ 2015.

Name of Sponsor: City of Susanville

Name of Sponsor's Designated Official Representative:

Title of Sponsor's Designated Official Representative:

Signature of Sponsor's Designated Official Representative: _____

SAM Search Results
List of records matching your search for :
Record Status: Active
DUNS Number: 094377157
Functional Area: Entity Management, Performance Information

ENTITY	CITY OF SUSANVILLE	Status:Active
DUNS: 094377157	+4:	CAGE Code: 3JFV3 DoDAAC:
Expiration Date: Jan 20, 2016	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 66 N LASSEN ST		
City: SUSANVILLE	State/Province: CALIFORNIA	
ZIP Code: 96130-3904	Country: UNITED STATES	

Reviewed by: JCH City Administrator
 _____ City Attorney

_____ Motion Only
 _____ Public Hearing
 _____ Resolution
X _____ Ordinance
 _____ Information

Submitted By: Thomas V. Downing, Chief of Police

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Ordinance No. 15-0997** amending the Susanville Municipal Code Title 17, adding Section 17.104.140 regulating the cultivation of Medical Marijuana Cultivation

PRESENTED BY: Thomas V. Downing, Chief of Police

SUMMARY: On February 10, 2015 and March 10, 2015 The City of Susanville Planning Commission conducted public hearings to consider a proposed ordinance to adopt zoning regulations for the cultivation of medical marijuana. The Commission considered comments from the public and staff and on March 10, 2015 approved Resolution No. 15-1017 recommending that the City Council adopt Ordinance No. 15-0997.

The City Council conducted a public hearing on April 1, 2015, and voted to waive the first reading and introduce the ordinance with one amendment. Discussion regarding the establishment of a child care operation adjacent to an existing registered cultivation operation resulted in a revision to the section regarding child care facilities and specifies that an existing registered marijuana cultivation would not be deemed non-compliant in the event that a new child care operation were to open nearby. In addition, discussion regarding landlord liability issues were also discussed and review/approval by the City's attorney was requested.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to waive second reading and adopt Ordinance No. 15-0997 adding Section 17.104.140 of the Susanville Municipal Code regulating the cultivation of medical marijuana.

ATTACHMENTS: Ordinance 15-0997
 Planning Commission Resolution No. 15-1017

ORDINANCE NO. 15-0997
AN ORDINANCE OF THE CITY OF SUSANVILLE AMENDING THE
SUSANVILLE MUNICIPAL CODE TITLE 17, ADDING SECTION 17.104.140
REGULATING THE CULTIVATION OF MEDICAL MARIJUANA

The City Council of the City of Susanville does ordain as follows:

SECTION 1. STATEMENT OF PURPOSE AND INTENT

Whereas, Health and Safety Code Section 11362 et.seq., known as the "Compassionate Use Act of 1996," (CUA) adopted by the voters of the State of California, provides that qualified patients and their primary caregivers who obtain and use marijuana for medical purposes upon the recommendation of a physician are not subject to criminal prosecution or sanction under state laws concerning the use, possession or cultivation of marijuana, and;

Whereas, Health and Safety Code Section 11362.7 et. seq., known as the "Medical Marijuana Program Act," (MMPA), was adopted by the California State legislature and provides clarification on the scope of the Compassionate Use Act of 1996 and allowed cities and other governing bodies to adopt and enforce rules and regulations related to medical marijuana; and

Whereas, the City may impose regulations to ensure the safety of its residents, while not unreasonably limiting the rights of qualified patients under the CUA and MMPA.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Susanville does hereby ordain as follows:

SECTION 2. Chapter 17.104.140 Cultivation of Medical Marijuana in the City of Susanville is hereby added to the City of Susanville Municipal Code as follows:

Section 17.104.140 Cultivation of Medical Marijuana

A. Definitions

“Allowable Structure” means a building or other structure that is detached from a residential structure, and is fully-enclosed and secure; complies with the city’s building code and all city planning and development codes; has a complete roof enclosure supported by connecting walls extending from the ground to the roof; has a foundation, slab, or equivalent base to which the floor is secured by bolts or similar attachments; is secure against unauthorized entry; and is accessible only through one or more lockable doors. Walls and roofs must be constructed of solid, non-transparent material that cannot be easily breached, such as two-inch by four-inch or thicker studs overlaid with three-eighths inch or thicker plywood or the equivalent.

“Child Care Center” means any licensed child care center, daycare center, or childcare home, or any preschool; and whose location can be determined by searching the State of California, Department of Social Services, Community Care Licensing CCLD database.

“Cultivation” means the planting, growing, harvesting, drying, or processing of one or more marijuana plants or any part thereof in any location, indoor or outdoor, including within an allowable structure.

“Greenhouse” means a building with transparent walls and roof, usually of glass, for the cultivation of plants under controlled conditions

“Identification Card” has the same definition as set forth in California Health and Safety Code Section 11362.7.

“Juvenile” means a person under the age of eighteen (18) years.

“Marijuana” has the same definition as set forth in California Health and Safety Code Section 11018.

“Marijuana Plant” means any mature or immature marijuana plant, or any marijuana seedling.

“Medical Marijuana” means marijuana used for medical purposes in accordance with the Compassionate Use Act (California Health and Safety Code Section 11362.5) and the Medical Marijuana Program Act (California Health and Safety Code Section 11362.7 et seq.).

“Outdoors” means any location, in all zoning districts, in the city that is not within an allowable structure or greenhouse.

“Public Park” is defined in 12.32.020 of this code

“Person with an Identification Card” has the same definition as set forth in California Health and Safety Code Section 11362.7.

“Premises” means a single parcel of property or contiguous parcels under common ownership or control.

“Primary Caregiver” has the same definition as set forth in California Health and Safety Code Section 11362.7.

“Qualified Patient” has the same definition as set forth in California Health and Safety Code Section 11362.7.

“Rear Yard” means the rear open space portion of any premises, whether fenced or unfenced.

“Reasonable Notice” means a twenty-four (24) hour written notice posted on the front door of the property or residence or with the permission of an adult resident. Reasonable notice shall not be required if immediate access to the premises is granted by an adult living on the property.

“Residential Structure” means any building or portion thereof legally existing which contains living facilities, including provisions for any of the following: sleeping, eating, cooking and sanitation on a premises located within a residential zoning district. An attached, enclosed garage is included in this definition.

“Residential Zone” means specifically those premises that fall within a R1, R2, R3, or R4 zone as defined in this chapter.

“School” An institution of learning for persons under eighteen (18) years of age, whether public or private, offering regular course of instruction including, without limitation, a nursery school, kindergarten, elementary school, middle or junior high school, senior high school.

“Solid Fence” means a fence constructed of substantial material (such as wood) that prevents viewing the contents from one side of the other. For the purposes of this section, a chain link fence with privacy slats does not constitute a solid fence. All fencing must also comply with city fencing requirements found within this code. Fencing greater than six (6) feet in height, up to a maximum of nine (9) feet in height, is allowed subject to an administrative permit. Fences exceeding six (6) feet in height must be located outside of all required yard areas (building setbacks) unless a use permit is secured.

B. Purpose

The regulations in this chapter do not interfere with a qualified patient's right to obtain and use marijuana as authorized under state law, nor do they criminalize the possession of marijuana by qualified patients or their primary caregivers. It is neither the intent nor the effect of this chapter to condone or legitimize the illegal use, consumption, or cultivation of marijuana under federal, state, or local law. It is the purpose and intent of the city council to implement state law by regulating the cultivation of medical marijuana and requiring that it be cultivated only in appropriately secured and/or enclosed locations, so as not to be visible to the public; to prevent odors created by marijuana plants from impacting adjacent properties; to protect the health, safety, and welfare of the residents of the city of Susanville; and to ensure that medical marijuana grown for medical purposes does not result in the diversion of marijuana for nonmedical purposes.

C. Standards:

The following standards shall apply to the cultivation of medical marijuana.

1. Indoor Cultivation: The indoor cultivation of medical marijuana shall be conducted only within a residential structure or an allowable structure or greenhouse as defined in this code, located in a residential zone or on a parcel located in the C-1 or C-2 zoning district which is developed with legally established residential use provided no commercial use may be on the same property. Cultivation shall conform to all of the following minimum standards:
 - (a) Regardless of how many qualified patients, primary caregivers, or persons with identification cards whether grown collectively or individually, when grown inside the primary residence the cumulative area used for cultivation shall not exceed 10 percent of the square footage of the living space of the dwelling unit, or 120 contiguous square feet, whichever is lesser.
 - (b) Indoor cultivation may occur in residential structures, allowable structures and greenhouses, as defined in this code on the same legal premises as long as such structures comply with the City of Susanville Municipal Code on all other applicable regulations and laws.
 - (i) The 10 percent limitation on cultivating marijuana shall be based only on the square footage of the living area of the dwelling unit and will not consider any square footage of detached or attached structures, attics or basements.
 - (ii) In no case shall the cultivation operation exceed twelve (12) marijuana plants, regardless of maturity level or stage of growth.
 - (c) Indoor grow lighting systems shall not exceed three thousand, six hundred (3,600) watts and comply with the California Building Electrical, Fire Codes and local building permit requirements as adopted by the City of Susanville.

- (d) Indoor grow lighting systems shall be shielded to confine light and glare to the interior of the residential structure or allowable structure. Lighting systems are not authorized in greenhouses.
- (e) Gas products (CO₂, Butane, Propane, Natural Gas, etc.) shall not be used for the cultivation or processing of medical marijuana.
- (f) Electric generators shall not be used in the cultivation or processing of medical marijuana, except when the premises is experiencing a temporary power outage.
- (g) Allowable structures or greenhouses used for the cultivation of marijuana shall be located in the rear yard area of a legal premises, maintain a minimum ten (10) foot setback from any property line, and the area surrounding the structure shall be enclosed by a minimum six (6) foot high solid fence. If the entire rear yard area is fenced by a minimum six (6) foot high solid fence, and access from the side yards are fenced by a minimum six (6) foot high solid fence that will suffice for the fencing requirement.

2. Outdoor Cultivation: The outdoor cultivation of medical marijuana in residential zones or on a parcel located in the C-1 or C-2 zoning district which is developed with legally established residential use provided there are no commercial uses on the same parcel. Cultivation shall conform to all of the following minimum standards:

- (a) Regardless of how many qualified patients, primary caregivers, or persons with identification cards whether grown collectively or individually, the cultivation operation shall not exceed one-hundred (120) contiguous square feet, and twelve (12) marijuana plants, regardless of maturity level or stage of growth.

- (b) The outdoor cultivation of medical marijuana shall not occur within five hundred (500) feet of an existing school, child care facility or public park as defined herein. The distance shall be measured from the closest property line of the school, child care facility, or public park to the closest property line of the cultivation premises. A pre-existing registered cultivation operation shall take precedence and shall not be deemed non-compliant by the establishment of a new school, child care facility or public park as defined herein.
- (c) Medical marijuana cultivation operations shall not occur within fifteen (15) feet of a property line of a premises under separate ownership.
- (d) The cultivation area shall be located in the rear yard area of a legal premises and the area surrounding the cultivation shall be enclosed by a minimum six (6) foot high solid fence.

D. Limitations:

1. The cultivation of marijuana plants is unlawful, unless the person cultivating the plants is a verifiable qualified patient, or primary caregiver as defined by the California Health and Safety Code.
2. It is deemed unlawful to cultivate medical marijuana in any zoning district within the City of Susanville except within a residential zone or on a parcel located in the C-1 or C-2 zoning district which is developed with legally established residential use provided there are no commercial uses on the same parcel.
3. It is unlawful to cultivate medical marijuana on any premises by an individual who is not the rightful property owner, without the express written and notarized consent of the property owner. This written and notarized consent must be updated annually and kept on the premises of the cultivation operation for inspection. The property owner can revoke

authorization at any time by providing the tenant with written notification of revocation of authorization to cultivate medical marijuana, and a copy of such notice to the City of Susanville Community Development Division.

4. In all cases of cultivation of medical marijuana, the qualified patient, or primary caregiver shall reside full-time on the premises where the marijuana cultivation occurs.
5. Medical marijuana cultivation shall be concealed from public view at all stages of growth and there shall be no exterior evidence of cultivation occurring at the premises from a public right-of-way or from an adjacent premises.
6. It is unlawful to cultivate marijuana on any premises of land which does not contain an occupied residential structure.
7. Adequate mechanical or electronic security measures shall be installed to prevent unauthorized access to the cultivation area prior to the commencement of cultivation. Security measures shall be activated when the qualified patient or primary caregiver is not in the immediate vicinity of the cultivation area. No security measures may be employed that are illegal or would inflict bodily harm or injury.
8. The medical marijuana cultivation shall not create offensive odors; create excessive dust, heat, noise, smoke, traffic, or other impacts that are disturbing to people of normal sensitivity residing or present on adjacent or nearby property or areas open to the public; or be hazardous due to use or storage of materials, processes, products, or wastes.
9. Medical marijuana cultivation areas shall not be accessible to juveniles who are not qualified patients, primary caregivers, or persons with an identification card.

10. Regardless of the number of locations medical marijuana is cultivated upon a single premises, the square footage and plant limitations are cumulative, and in no event shall there be more than twelve (12) marijuana plants on any given premises.

E. Registration

1. Prior to commencing any medical marijuana cultivation, the person(s) owning, leasing, occupying, or having charge or possession of any legal premises where medical marijuana cultivation is proposed to occur must register, on an annual basis, the medical marijuana cultivation operation with the Community Development Division. The following information will be required with the registration:
 - a. A notarized letter, on a form acceptable to the City, with the signature of the owner of the property consenting to the cultivation of marijuana at the premises.
 - b. The name of each person owning, leasing, occupying, or having charge of any legal premises where medical marijuana will be cultivated.
 - c. The name of each qualified patient or primary caregiver who participates in the medical marijuana cultivation.
 - d. A copy of a current and valid medical recommendation or county-issued medical marijuana card for each qualified patient identified as required above, and for each qualified patient for whom any person identified as required above is the primary caregiver.
 - e. The physical site address of where the marijuana will be cultivated, along with a statement whether the cultivation site will be indoors and/or outdoors.
 - f. A signed consent form, acceptable to the City, authorizing City staff including the Police Department, upon reasonable notice, the authority to conduct an inspection of the location where medical marijuana is

being cultivated including the allowable structures, area of the residence used for the cultivation of marijuana, greenhouses, or outside portion of the premises. The requirement for reasonable notice may be waived by an adult residing on the premises at any point of contact.

2. To the extent permitted by law, any personal or medical information submitted with a medical marijuana cultivation registration application shall be kept confidential and shall only be used for purposes of administering this chapter.
3. The City, may, in their discretion, deny any registration application for a medical marijuana cultivation site where the City finds, based on articulated facts, that the issuance of such permit would be detrimental to the public health, safety, or welfare. The City shall deny a registration application for medical marijuana cultivation that does not demonstrate satisfactory compliance with the minimum requirements of this chapter.
4. The City Council may establish a fee or fees required to be paid upon filing of a registration application as provided by this chapter. Such fees shall not exceed the reasonable cost of administering this chapter.

F. Appeals

1. Any person aggrieved by a decision with respect to the refusal to accept a registration application may appeal to the City Administrator by filing a notice of appeal with the City Clerk. The City Clerk shall thereupon fix a time and place for hearing such appeal. The City Clerk shall give notice to such person of the time and place of the hearing by serving it personally or by deposit in the United States mail to the address submitted on the registration form. Personal Notice shall be given at least 5 days in advance of the hearing, mailed notice shall be postmarked at least 10 days in advance.

2. An appeal of the City Administrator's decision may be made by notice of appeal with the City Clerk and submitting the current Planning Commission appeal fee. The appeal process shall be the same as provided in code section 17.128.180 Appeal process.

G. Violations:

1. Any person who violates a provision of this chapter is subject to civil actions, and administrative penalties pursuant to Chapter 1.08 of this code.
2. Violations of this chapter are declared to be public nuisances and may be abated in accordance with the procedures and remedies specified in Chapter 8.36 and 8.40 of this code.
3. Any person who violates any provision of this chapter is also guilty of an infraction, punishable by:
 - a) A fine not exceeding one hundred dollars (\$100.00) for a first violation;
 - b) A fine not exceeding three hundred dollars (\$300.00) for a second violation of the same ordinance within one year;
 - c) A fine not exceeding five hundred dollars (\$500.00) for each additional violation of the same ordinance within one year from the first violation.
4. Upon written notice of violation of any provisions of this code, the cited person shall have thirty-six (36) hours to comply with this code and bring the cultivation operation within compliance or be subject to a two-hundred dollar (\$200.00) fine for each and every day the cultivation operation is found to be out of compliance upon a finding of the violation(s) at a hearing of the Susanville Planning Commission.
5. Whenever a judicial action or proceeding is brought to abate or enjoin any violation of this title, the city may recover in that action or proceeding all costs and expenses incurred in detecting, investigating, abating and prosecuting the violation.

H. Remedies Cumulative:

All remedies prescribed under this chapter shall be cumulative and the election of one or more remedies shall not bar the City from the pursuit of any other remedy for the purpose of enforcing the provisions hereof.

APPROVED: _____
Brian Wilson, Mayor

ATTEST:
Gwenna MacDonald, City Clerk

The foregoing Ordinance was adopted at a regular meeting of the City Council of the City of Susanville, held on the ____ day of _____, 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
- Resolution
- Ordinance
- Information

Submitted by: Gwenna MacDonald, City Clerk

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: America's Best Communities Update

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: An update will be provided to City Council regarding the selection of our local application as a quarter finalist for the Americas Best Communities grant.

FISCAL IMPACT: None.

ACTION REQUESTED: Information only.

ATTACHMENTS: America's Best Communities Press Release



SPONSORS



Lassen County, California Advances in \$10 Million America's Best Communities Competition

Committee wins \$50,000 to further develop strategic economic revitalization plans

Sponsored by Frontier Communications, DISH Network, CoBank and The Weather Channel, America's Best Communities Competition sparks innovation and growth in small towns and communities across the country

SUSANVILLE, Calif., April 29, 2015 — The community of Lassen County, California is celebrating their first round of success in the America's Best Communities (ABC) competition, a \$10 million initiative to stimulate economic revitalization in small towns and cities. The community will receive \$50,000 to develop comprehensive strategies to accelerate the revival of their local economy and improve the quality of life.

Frontier Communications, DISH Network, CoBank and The Weather Channel — the competition's sponsors — today announced the community of Lassen County has advanced into the quarterfinals of this innovative competition. It is among the 50 quarterfinalist communities that now have six months to complete their revitalization plans and compete for up to an additional \$3 million to bring their ideas to life.

In the months ahead, the committee will partner with a major corporation that will provide guidance and support throughout the next stage of the competition. The America's Best Communities Adopt-a-Community Program has brought together 50 distinguished companies from across the U.S. to support the quarterfinalist communities. Each corporation will be paired with a community to serve as their strategic mentor, while also contributing \$15,000 of the \$50,000 in prize money. These corporate partners will forge relationships with local leaders and focus their efforts on successful implementation of the innovative business plans. For the full list of corporate sponsors, go to <https://americasbestcommunities.com/aac/>.

"California's success in the competition didn't just happen. It's the result of hardworking people and determined local businesses coming together to make their communities great places to live, work and raise a family," said Tressa Bader, Frontier vice president and general manager for California. "I'm proud to congratulate our neighbors in Lassen County for advancing in the America's Best Communities competition. We're looking forward to seeing the community revitalization plan they build and implement as the competition moves ahead."

After launching in September 2014, the **America's Best Communities** competition successfully attracted entries from 138 applicant teams, representing 347 communities across the country. All 138

applications were reviewed by a panel of independent expert judges who selected the 50 winning communities based upon an objective set of criteria.

America's Best Communities is a multi-stage, three-year competition that will provide \$4 million in seed money and other support to assist communities as they develop new economic growth strategies. The top three communities — those with the most innovative proposals being effectively implemented — will share a total of \$6 million in prize money. The winning community will be awarded \$3 million, with \$2 million for second place and \$1 million for third.

“As the largest telecommunications company focused on rural America, we recognize the economic impact that strategic investments often have on the revitalization of small towns and rural cities,” Frontier Communications Executive Chairman Maggie Wilderotter said. “America’s Best Communities has already inspired new collaboration among local leaders across California, and it’s just getting started. The innovative ideas the competition is investing in have the potential to become roadmaps to growth for communities across the U.S.”

To see the complete list of all winning communities, visit <https://americasbestcommunities.com/meet-the-communities/>.

Reviewed by: City Administrator
 City Attorney

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: City Code Enforcement Update

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City, in the past twelve months, has made adjustments to the local Code Enforcement process streamlining how staff addresses code violations and complaints. Upon receiving a complaint, information given is noted on a form as to the location and nature of said complaint. Staff identifies the current property owner and researches within in-house files which may provide additional information on the property and/or the complaint. The form is then directed to the City Building Official or City Planner depending on the nature of the complaint.

Possible building or construction complaints are reviewed by the Building Official and planning or zoning complaints are reviewed by the City Planner. All complaints received are typically investigated within 24 to 48 hours. Upon the determination that a violation exists, a courtesy letter is mailed to the property owner and a specified time period to rectify the violation is given, generally 20 or 30 days depending on the complexity of the violation reported. Failure to respond or begin work to correct the violation is followed up with a secondary letter.

In the last six months, staff have addressed approximately 25 complaints with visits to the properties to determine if a violation existed and eighteen letters were sent to property owners. To date, at least half of those violations have been or are close to being rectified.

FISCAL IMPACT: None.

ACTION REQUESTED: Information only.

ATTACHMENTS: None.

Reviewed by: JGH City Administrator
 _____ City Attorney

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

Submitted by: Dan Newton, Public Works Director

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Emergency Water Regulations Update

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The State Water Resources Control Board (State Water Board) is scheduled to adopt the latest emergency water regulation on May 6, 2015. In response to comments received, there have been several modifications to the proposed regulatory framework, which was published on April 7, 2015. The State Water Board has issued a notice that they will be accepting comments until May 4, 2015. It is likely that the proposed regulation will be modified prior to its final adoption.

Staff will provide a report to Council with the most current information available at the meeting. In addition, as a result of the State trying to address implementation issues as they arise, we expect to see a number of new proposals and amendments in the coming months. The State has opted for a very short review and comment periods and as a result staff is requesting that the City Administration be given authority to provide comment letters and respond to regulations as needed to protect the City's water interests.

FISCAL IMPACT: None.

ACTION REQUESTED: Direction to Staff

ATTACHMENTS: None

Reviewed by: City Administrator
 City Attorney

 Motion only
 Public Hearing
 Resolution
 Ordinance
 X Information

Submitted by: Gwenna MacDonald, City Clerk

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Roop's Fort Update

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Staff has continued to follow up on the progress of the Roop's Fort Renovation Project and is currently awaiting additional information from the Historical Society in regards to the following items:

- Status of preliminary plan submittal for City review
- Historical Society anticipated plan completion date
- Historical Society selection of licensed contractor to pull permits and oversee work

FISCAL IMPACT: None.

ACTION REQUESTED: Information only.

ATTACHMENTS: None.

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 6, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Release of City Loan RFP

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: In December 2013, the City of Susanville and the County of Lassen formed a joint powers authority called the Honey Lake Valley Recreation Authority for the purpose of building a new community swimming pool. Both the City and County are contributing funds annually for the project. In October 2014, the JPA Board started discussing the option of both entities securing funding for the upfront construction costs, thus decreasing their annual contributions. As a result, the City Council directed staff to look into loan options. Staff has prepared an RFP to be sent to lenders. At this time, staff is requesting feedback on the RFP.

FISCAL IMPACT: None at this time.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: RFP for Loan Proposals.



City of Susanville

(530) 257-1000 • 66 North Lassen Street • Susanville, CA 96130-3904

March 31, 2015

To: Prospective Loan Providers
From: Debi Savage, Finance Manager
Re: Request for Bank Loan Proposals

The City of Susanville (the "City") is seeking proposals for a bank qualified loan (the "Loan"). The Loan will be awarded based on overall borrowing cost and terms most favorable to the City, based on the City's sole discretion. The Loan will be a private placement and the City is not preparing an offering statement with respect to the Loan.

The Loan will be issued to finance construction of a community swimming pool. A 106,010 square foot parcel of land pool is owned by the Honey Lake Valley Recreation Authority (HLVRA), a joint powers authority created jointly by the City and the County of Lassen. The construction project contemplates approximately \$3.0 million to construct the swimming pool and related improvements. The construction costs are to be funded with a combination of cash on hand and approximately \$1.1 Million from the city and \$1.1 Million from the county with the project scope being expanded if the HLVRA is awarded grant funds or other financial contributions.

Key loan terms are as follows:

- Not to Exceed Par Amount - \$1,200,000
- Term – 15 years with level debt service
- Payment Frequency – Semi-annual (January 1 and June 1) commencing January 1, 2016
- 30/360 Day Count Basis
- Loan Closing - On or about July 18, 2015

The City is requesting proposals be submitted by **Wednesday, May 27, 2015 at 5:00 pm** to the following email address: dsavage@cityofsusanville.org. Each proposal shall include the following:

1. Interest rate - The City desires a fixed rate term loan without rate adjustment language. Any proposal with rate adjustment language should clearly state the circumstances under which the rate could be adjusted and provide the formula for determining the adjusted rate.
2. A securitized and non-securitized loan option. For a list of unencumbered City Assets please contact dsavage@cityofsusanville.org.
3. Prepayment provisions – Describe the prepayment options and requirements
4. Fees and expenses – Provide a quantified list of fees and expenses the Proposer will charge to the City

5. City tasks – Describe tasks that City staff will need to perform and documentation we will need to provide
6. Experience – Describe Proposer’s experience providing loans to municipalities
7. Other – Describe any other provisions required by Proposer

Any inquiries or requests concerning clarification or solicitation for additional information shall be submitted to the City’s Financial Advisor: Kevin W. Harper CPA / (510) 593-5037 / kharp@kevinharpercpa.com.

The successful Proposer will be required to deliver a certificate at closing to the effect that it is a sophisticated investor having knowledge and experience in financial and business matters and is capable of evaluating the merits and risks of lending funds to the City, that it has had access to and has reviewed such information concerning the City as it deemed necessary, that it understands the loan is not a unlimited general obligation of the City, but is payable solely by the revenues to be described in the loan agreement, that it is not relying on disclosures from the City and that it is buying the loan for its own accounts and not with a view to resale or redistribution. The loan may be assigned only to sophisticated investors.

The City reserves the right to reject any or all proposals and reserves the right to waive, if permitted by law, any irregularity or informality in any proposal.



City of Susanville

66 North Lassen Street • Susanville, CA 96130-3904