
CITY OF SUSANVILLE
66 North Lassen Street ♦ Susanville CA
Kathie Garnier, Mayor
Joseph Franco, Mayor pro tem
Rod E. De Boer Kevin Stafford Brian R. Wilson

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

Susanville City Council
Regular Meeting ♦ City Council Chambers
December 7, 2016 * 6:00 p.m.

Call meeting to order

Next Resolution No. 16-5344

Roll call of Councilmembers present

Next Ordinance No. 16-1009

- 1 **APPROVAL OF AGENDA:** (Additions and/or Deletions)

- 2 **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.

- 3 **CLOSED SESSION:**
 - A CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code 54956.8:
 Property: APN: 101-050-53
 Agency negotiator: Jared G. Hancock
 Negotiating parties: City of Susanville/Unknown
 Under negotiation: Easement Terms
 - B PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 1 Approved Position List
 - C CONFERENCE WITH LEGAL COUNSEL Anticipated litigation – pursuant to Government Code 54956.9(d)(2): one

- 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: Jared G. Hancock*
 - *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.

 1. **2017 Lassen County Point in Time Homeless Count – January 25, 2017**

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 October 19 and November 2, 2016 regular meetings and November 10 and 17, 2016 special meetings
- B Approve vendor warrants numbered 98834 through 99014 for a total of \$1,268,487.74 including \$208,442.92 in payroll warrants
- C Receive and finance monthly Finance Reports: October 2016

7 **PUBLIC HEARINGS:**

- A Consider **Resolution No. 16-5290** adopting a Negative Declaration as the Environmental Document for File GZ 15-018 to amend the General Plan Land Use Element Diagram and Rezone Assessor's Parcel Number 105-130-06
Consider **Ordinance No. 16-1008** amending Title 17, Section 17.04.070 of the Susanville Municipal Code to rezone parcel APN 105-130-06 to R-3 Duplex and Triplex Residential: Waive first reading and introduce
- B Consider **Resolution 16-5339** setting fees and policies for the water utility of the City of Susanville
- C Consider **Resolution No. 16-5340** accepting Annual Report of FY 2015-2016 Development/Mitigation Fees

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider **Resolution No. 16-5343** accepting the City of Susanville's Audited Financial Statements for the Fiscal Year ending June 30, 2016
- B Consider **Ordinance No. 16-1007** adoption of 2016 California Building Codes: Waive first reading and introduce

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

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

12 **CONTINUING BUSINESS:**

- A Consider **Ordinance No. 16-1006** amending Section 6.08.070, of the Susanville Municipal Code increasing fees for impounds of animals and daily care: Waive second reading and adopt
- B Consider approval of **Resolution No. 16-5341** approving and authorizing Mayor to execute Memorandum of Understanding with the Miscellaneous Bargaining Unit for Fiscal Year 2016/2017 and 2017/2018
- C Consider approval of **Resolution No. 16-5342** approving and authorizing Mayor to execute Memorandum of Understanding with the Public Works Bargaining Unit for Fiscal Year 2016/2017 and 2017/2018

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Golf Course update
- B Public Works Department update
- C Lassen Library District update

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

15 **ADJOURNMENT:**

- *The next regular City Council meeting will be held on December 21, 2016 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 December 7, 2016 in the areas designated on December 2, 2016.



Gwenna MacDonald, City Clerk

Reviewed by: SW City Administrator
 City Attorney

- Motion Only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: December 7, 2016

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's October 19 and November 2, 2016 regular meetings and November 10 and 17, 2016 special meetings

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's October 19 and November 2, 2016 regular meetings and November 10 and 17, 2016 special meetings.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's October 19 and November 2, 2016 regular meetings and November 10 and 17, 2016 special meetings.

ATTACHMENTS: Minutes: October 19, 2016
November 2, 2016
November 10, 2016
November 17, 2016

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
October 19, 2016 – 6:00 p.m.

Meeting was called to order at 6:00 p.m. by Mayor Garnier.

Roll call of Councilmembers present: Kevin Stafford, Joe Franco, Rod De Boer and Kathie Garnier. Absent: Brian Wilson.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Mr. Hancock clarified that Item 3B-2 under Closed Session is related to bargaining and should state Public Safety.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve the agenda with the correction noted; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: None

3 CLOSED SESSION: At 6:01 p.m. the Council entered into Closed Session to discuss the following:

- A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 - 1. Police Chief
 - 2. Golf Course Manager
- B CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6
 - 1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Administrative, Miscellaneous, Pro-Tech, Public Works
 - 2 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Public Safety
- C CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code §54956.8:
 - 1 Property: Portion of APN: 107-125-12
 Agency negotiator: Jared G. Hancock
 Negotiating parties: City of Susanville/Honey Lake Valley Recreation Authority
 Under negotiation: Price/Conditions/Terms

Closed Session adjourned at 7:07 p.m.

4 RETURN TO OPEN SESSION: At 7:08 p.m. the City Council reconvened in Open Session.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; Matt Wood, Police Lieutenant; James Moore, Fire Chief; Dan Newton, Public Works Director; Deborah Savage, Finance Manager; Craig Sanders, City Planner and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that the City Council met in Closed Session and took action on two items. The Council voted to unanimously approve the Memorandum of Understanding with the Administrative and Professional/Technical Bargaining Units and the contracts would be brought back at the next meeting for

ratification in open session. The City Council also gave direction on various items, and on Item 3C(1) took unanimous action on a property agreement that would also be brought back at the next meeting for ratification.

Councilmember Stafford requested a moment of silence in honor of the Modoc Deputy who was killed in the line of duty.

5 **BUSINESS FROM THE FLOOR:** There were no comments.

6 **CONSENT CALENDAR:** Mayor Garnier reviewed the items on the Consent Calendar:
A Receive and file minutes from the City Council's September 7, 2016 meeting
B Approve vendor warrants numbered 98475 through 98596 for a total of \$523,668.21 including \$113,208.22 in payroll warrants

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve the Consent Calendar; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson

7 **PUBLIC HEARINGS:**

7A **Consider approval of Resolution No. 16-5291 adopting a Negative Declaration as the Environmental Document for File GZ 15-008 amending the Safety Element of the General Plan and approval of Resolution No. 16-5292 amending the City of Susanville General Plan Land Use Diagram and approving update to the Safety Element Section of the Susanville General Plan** Mr. Sanders explained that the City Council conducted a public hearing on May 12, 2016 to consider approving an update to the Safety Element of the Susanville General Plan. In addition, the Council considered an amendment to the General Plan regarding the zoning of a 2 acre parcel located at the north end of Russell Avenue. The proposal was presented as a single amendment to the General Plan for two projects due to the allowed number of amendments to the General Plan limited to four per calendar year. The Russell Avenue project was referred back to the Planning Commission for further review, which is in progress, and the Safety Element is being brought for Council consideration.

Mr. Sanders explained that the Safety Element is a one of the required elements of the General Plan and it identifies potential hazards in the City of Susanville, including risks of injury, death, and property damage resulting from both naturally occurring and man-made hazards. It addresses seismic, geologic, fire, and flood hazards, and should address hazards relevant to the local area, such as hazardous materials, citywide emergencies and crime and also identifies locations inappropriate for certain land uses due to the presence of hazards that could affect human or environmental health. He explained that the most notable amendments include the establishment of the Very High Fire Hazard Severity Zone along the western portion of the City where the urban fringe interfaces with timbered land. In addition, the Susan River, Piute Creek and Barry Creek along with some other tributaries have associated flood plains which pose a hazard to residents and property, and these flood plains are mapped by FEMA flood insurance rate maps which have been adopted by the City.

Mr. Sanders added that before the Draft Safety Element can be adopted the Government Code requires that the draft be sent to the California Geological Survey office of the Department of Conservation and the State Board of Forestry, for review. The Board of Forestry responded with a review letter on March 14, 2016 which has been provided for the Council's review and comment. The Project has been reviewed under CEQA and an initial study was prepared for the project. The initial study did not identify any

potentially significant impacts that would occur as a result of the adoption of the document and a negative declaration was recommended by the Planning Commission.

There were no comments from the Council.

The public hearing was opened at 7:20 p.m. and closed at 7:21 p.m. for this item.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5291 and 16-5292; motion carried. Ayes; Stafford, Franco, De Boer and Garnier. Absent: Wilson.

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

9 **NEW BUSINESS:**

9A Consider approval of Resolution No. 16-5328 approving contract with Grizzly Electric for emergency standby generator project Mr. Newton reported that the Public Works Department is in need of an emergency generator to use during power outages. The previous generator was an older unit that failed in 2015, so when the power goes out at the Public Works Department the SCADA communications system that monitors water and gas facilities and the fuel pumps do not operate. During the winter months, a large portable generator is moved from Well 3 to the Public Works facility to provide power during an outage. The proposed new generator will be a natural gas fired unit.

An electrical engineer, Pace Engineering, in Redding, California, was contracted to provide plans and specifications suitable for bidding the project, and the City received one bid from the project from Grizzly Electric in the amount of \$33,710.00. Once the agreement is fully executed, Grizzly Electric will order the generator and coordinate with Public Works staff to install the equipment.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 16-5328; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

Mr. Hancock noted that the consideration of the prior Safety Element item was a public hearing and requested that the Council formally open and close the public hearing to allow for any public comments.

At 7:20 p.m. Mayor Garnier opened the public hearing for Item 7A and requested comments either for or against the adoption of the Safety Element. There being no comments, Mayor Garnier closed the public hearing at 7:21 p.m.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5291 and 16-5292; motion carried. Ayes; Stafford, Franco, De Boer and Garnier. Absent: Wilson.

9B Consider approval of Resolution No. 16-5330 approving SC4 and SC5 Project and authorizing execution of contract with Wood Rodgers Mr. Newton reported that the STIP Project 'SC-4' and 'SC-5' for street overlay was conceptualized several years ago and in order to expedite the design process, maximize available resources and manage current staff commitments, staff developed a Request for Proposals (RFP) to assist in the completion of construction documents and ensure compliance with the Americans with Disabilities Act (ADA) pedestrian facilities requirements. The projects have been allocated \$30,000 for each project to complete the design phase only and a portion of the funding will be used by City staff to administer the project. The proposal will be set up on a task order basis to maintain cost

control and to ensure efficiency. The programming of construction costs will be requested from the California Transportation Commission in December 2017 and made available for the spring 2018 construction season. The streets identified as part of SC-4 and SC-5 will include portions of Ashley, Covina, Laverne, Limoneira, Monrovia, Orange, Renae, Santa Paula, Small, Spruce, Upland and then Barbara, Brian, Cameron, Gail and Monte Vista streets.

Mr. Newton stated that staff received four proposals were received and evaluated and it was determined that Wood Rodgers Engineering Inc. is the most responsive firm that is capable of completing the work on time and within budget. Funding for this project has been allocated through STIP in the amount of \$60,000.

Mayor Garnier referred to the streets that were included in the CDBG grant application for water main replacement, and asked if the street overlay project would be coordinated to avoid cutting into new streets.

Mr. Newton responded that the water mains are located in the alleys, but that the overlay project would be coordinated with other work to avoid having to go back and cut into newly overlaid streets.

Mr. Hancock added that the contract work would be for project design only, and that construction funding would be programmed for a future STIP cycle. It is also expected that construction for the overlay project may be pushed further back than 2018, based upon recent feedback from Caltrans and their concern with declining revenues that fund the STIP program.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5330; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

9C Consider approval of Resolution No. 16-5331 approving street closure for the 4th Annual Thanksgiving Day Turkey Trot Mr. Newton reported that the Bizz Running Company has requested City Council support for the 4th Annual Thanksgiving Day Turkey Trot 5K fun run. The event requires the closure of Riverside Drive from Alexander Avenue to River Street on Thursday, November 24, 2016, from 8:00 am to 9:30 am. The street closure will help to ensure the safety of participants. He invited Linda Powell to speak regarding the event.

Ms. Powell thanked the City Council and Public Works department for their recent river trail clean up, and stated that the event has been a success and increases in participation every year, with over 300 individuals in attendance at the last event. Participation is free, and runners are asked to make a voluntary monetary contribution. They have been raising between \$1,000 and \$1,500 each year, and one hundred percent of the proceeds are donated to the Meals on Wheels program.

Mr. Newton added that the event requires two Public Works Department employees to set up and take down traffic control signs. He added that the Fire Department with the help of prison crews was primarily responsible for the recent river trail clean up project.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve Resolution No. 16-5331; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson

9D Consider approval of Resolution No. 16-5332 authorizing purchase of vehicle for Police Department Lieutenant Wood reported that the Susanville Police Department is in need of a new patrol

vehicle and Folsom Lake Ford has been awarded the California state contract for the purchase of police vehicles this year. The contract has a provision that offers local entities the same price point as larger state agencies, and reduces the cost to local agencies. Staff has received a quote for the sales price of \$32,603.83 including tax for the purchase of an Interceptor SUV. A \$500.00 reduction in price is granted if payment is made within 20 days of delivery of the vehicle. Funding for the vehicle is proposed to be \$16,301.92 from the Traffic Safety Fund, and \$16,301.91 from the Police Mitigation Fund.

Councilmember De Boer noted that the slow pace of patrols and a lot of idle time is very hard on vehicles.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5332; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

9E Consider approval of Resolution No. 16-5333 authorizing closure of Pancera Plaza on October 31, 2016 for HUSA Safe and Sane Halloween event Mr. Newton explained that the City Council approved the closure of Main Street for the HUSA annual Safe and Sane Halloween event at the September 21, 2016 meeting. The City received a subsequent request that the street closure include Pancera Plaza where HUSA would be staging the costume contest during the event.

Motion by Councilmember Stafford, second by Councilmember De Boer, to approve Resolution No. 16-5333; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: 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 FEMA AFG Vehicle Acquisition grant Chief Moore explained that the Federal Emergency Management Agency (FEMA) offers grant funding through the Assistance for Firefighters Grant (AFG) and this year, \$310.5 million is available to departments with an emphasis on Operations & Safety and Vehicle Acquisition. The Fire Department is proposing to apply for a new ladder truck through the grant, as the current ladder truck is a 1976 Van Pelt which was purchased used in 2009. If awarded, the grant would require a five percent match from the City, and the total cost for a new truck would be approximately \$855,625. The City is not obligated to commit the matching funds at the application phase, however due to the significant cost of the match, staff wanted to make the Council aware of the application requirement. If awarded, City Council approval would be required at that point to accept the award and commit the matching funds.

Mr. Hancock noted that the five percent match would be \$42,782, and available through mitigation funding.

Mayor pro tem Franco noted that what it provides for the City in terms of safety is well worth the cost.

13B Shooting Range Update Mr. Hancock explained that the City of Susanville's previous shooting range was on fish and wildlife property near the Susanville Municipal Airport and was utilized by the CHP and Sheriff's Department for training purposes. Improvements were made to the site, and the property owner's review of the contract revealed that some of the restrictions were not being followed and the site

was no longer used. The City entered into a joint use agreement with the High Desert State Prison to utilize their shooting range however shooting activities have expanded so staff looked at options to work towards developing a city range at the old City dump site off Highway 139 past Spring Ridge Road. Concerns were raised by neighbors and staff looked at alternative sites however completing the necessary upgrades has made some of the other alternatives cost prohibitive to consider at this time. The City has the expertise in-house to conduct preliminary noise testing and Council has expressed the desire to continue moving forward with the development of a City range so the item has been brought back for discussion and direction.

Councilmember De Boer stated that he was in support of moving forward with utilizing the old dump site on Highway 139. He described some of the features of the site that would make it an ideal location.

Mr. Hancock discussed some of the site work that could be done to take advantage of the natural topography to further reduce noise and provide security so that the site did not become a place used recreationally by private citizens. During previous discussions, one neighbor was particularly vocal regarding protesting the location, with site security and noise being primary concerns.

Councilmember Stafford stated that the City needs to move forward with it. The department has training requirements and utilizing High Desert where we are last on the list to schedule training is not acceptable. It's likely that the site security will be improved with the development of a range that can be restricted to recreational use.

Mayor pro tem Franco asked if there was sufficient security to keep the range restricted to use by local government agencies.

Councilmember De Boer stated that a locked gate would be installed with access limited to law enforcement personnel. He added that he met with Mr. Fitzgerald and had a conversation to explain that the range would not be open to use by private individuals for recreational purposes, but would be restricted to use for scheduled training by law enforcement agencies.

Mayor pro tem Franco suggested that staff reopen a dialog with Mr. Fitzgerald to determine if he would be more receptive to the location.

Mr. Hancock stated that staff had worked to develop designs for the facility that would address some of his concerns, and would also be reaching out to other agencies to partner in the development of the site.

Mayor Garnier stated that she would prefer if the facility were available for all law enforcement agencies to train and not just the City police department.

There was a general discussion regarding the next steps in the process including outreach to neighbors and discussions regarding establishing a multi-agency facility which would affect the type of outreach that the City would conduct with other law enforcement agencies in the community.

Motion by Councilmember De Boer, second by Councilmember Stafford, directing staff to move forward with development of a shooting range as discussed.

14 **COUNCIL ITEMS:**
14A **AB1234 travel reports:**

Mayor Garnier extended an invitation shared by Janet Corey to the City Council to visit the Lassen Historic Museum.

Mayor Garnier asked for a status update regarding the homeless person who was camped on Main Street near the former Chinese Kitchen restaurant.

Lieutenant Wood shared the steps taken to date to address the situation and what could be done to remove the camp permanently from its location.

15 ADJOURNMENT:

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

Meeting adjourned at 8:05 p.m.

Respectfully submitted by

Kathie Garnier, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
November 2, 2016 – 6:00 p.m.

Meeting was called to order at 6:00 p.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Joe Franco, Rod De Boer and Kathie Garnier.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve the agenda as submitted; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: None

3 CLOSED SESSION: At 6:01 p.m. the Council entered into Closed Session to discuss the following:

- A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 - 1. Employee Status Report
 - 2. SRO Agreement
- B CONFERENCE WITH LEGAL COUNSEL – Existing litigation pursuant to Government Code §54956.9(d)(1):
 - 1. State of California, Lassen County Superior Court Case No. 59508; Rebecca Saylor v. City of Susanville
 - 2. State of California, Lassen County Superior Court Case No. 60052; Jacqueline Musick v. City of Susanville
- C CONFERENCE WITH LEGAL COUNSEL– Anticipated litigation pursuant to Government Code §54956.9(d)(2): two

Closed Session adjourned at 6:59 p.m.

4 RETURN TO OPEN SESSION: At 7:00 p.m. the City Council recessed Closed Session and reconvened in Open Session.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; Jim Uptegrove, Interim Police Chief; James Moore, Fire Chief; Dan Newton, Public Works Director; Deborah Savage, Finance Manager; and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that prior to Closed Session the City Council approved the agenda as submitted. During Closed Session, the City Council gave direction, but there was no reportable action taken.

Mr. Hancock requested that Item 13B be considered immediately following Item 9D to provide added continuity.

Chief Moore offered the Thought of the Day.

Mayor Garnier read a proclamation in honor of Veteran's Day.

5 **BUSINESS FROM THE FLOOR:** There were no comments.

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

- A Receive and file minutes from the City Council's September 21, 2016 meeting
- B Approve vendor warrants numbered 98597 through 98725 for a total of \$796,187.75 including \$230,494.98 in payroll warrants
- C Receive and File Finance Reports: September 2016

Motion by Councilmember Wilson, second by Councilmember De Boer, to approve the Consent Calendar; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

9A Consider approval of Resolution No. 16-5335 approving and authorizing Mayor to execute Recreation Ground Lease with the Honey Lake Valley Recreation Authority (HLVRA) Mr. Hancock explained that at the October 19th meeting in closed session, the City Council approved a 99 year recreation ground lease with the Honey Lake Valley Recreation Authority. The property is a triangular piece of property that is a portion of a larger property that the City owns off South Street, and the terms of the lease will allow the HLVRA to put improvements on the site including utilities, curb, gutter and sidewalk, and other improvements for the benefit of public use. The lease price will be \$1.00 for the term of the lease, and it is necessary for the City Council to formally approve the lease in open session.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 16-5335; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

9B Consider Lassen County Chamber request to sell alcohol at 2016 Magical Country Christmas event Mr. Hancock reported that the Lassen County Chamber of Commerce hosts the annual Magical Country Christmas in the historic uptown and the City Council approved the request for street closure for the celebration which includes a lighted Christmas parade, tree lighting, and fireworks display. Some of the business owners have expressed desire to serve hot toddies from a few locations in the uptown, and have submitted an official request through the Chamber to set up "hot toddy" stations at approximately four participating businesses. Participants would be asked to provide photo identification and given a wrist band prior to being served any alcoholic beverages. The Chamber will be applying for the appropriate liquor license through the Department of Alcoholic Beverage Control, and the service of alcohol will be restricted to the hours of 5:00 p.m. to 7:00 p.m. on December 3, 2016. He invited comments from Melanie Westbrook.

Melanie Westbrook, representing HUSA, explained that the success of the Wine Walk in promoting uptown businesses has prompted the request to serve hot toddy's, and she thanked the City Council for their consideration.

Mayor pro tem Franco commented that with the weather usually being quite cold for the event, it would be appropriate to provide hot drinks to the attendees.

Motion by Councilmember De Boer, second by Councilmember Wilson, to authorize the sale of alcoholic beverages at the 2017 Magical Country Christmas event; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

9C Consider establishment of 30 mph speed limit on Numa Road Mr. Newton explained that the City has received reports from residents in the Numa Road area of town that many vehicles are traveling at an unsafe rate of speed along Numa Road. Staff prepared an engineering and traffic study and has determined that a speed limit of 30 miles per hour would be appropriate. The study determines the most appropriate posted speed limit given the conditions on the road which include traffic volumes, speeds for approaching traffic, sight distance, environment and accident history over a 12 to 24 month period. There is currently no speed limit posted, and requirements of the CA Manual on Uniform Traffic Control Devices requires that a speed survey be conducted and the speed limit but be within 5 miles per hour of the 85th percentile as determined by the speed survey. The survey supports the establishment of a 30 mph speed limit, and the California Vehicle Code provides authority for local jurisdictions to establish speed limits by ordinance that are based on an Engineering and Traffic study. The cost for new speed limit signs is approximately \$250 per sign.

Mayor pro tem Franco commented that the Community Church is located on Numa Road and the traffic on Sunday is very heavy, so establishment of a speed limit would be prudent.

Mayor Garnier stated that she used to live in the neighborhood and the traffic has always been bad.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to support the establishment of a 30 mph speed limit on Numa Road; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

9D Consider establishment of speed zones at McKinley School, Meadowview School, and Diamond View School Mr. Newton explained that this item is very similar to Item 9C, and that the City Council had directed staff to move forward with the process of conducting Engineering and Traffic surveys in the school zones in front of McKinley, Meadowview and Diamond View schools. The California Vehicle Code sets school zone speed limits at 25 miles per hour and provides a process allowing speed limits to be reduced even further based upon the results of the Engineering and traffic survey. Staff has consulted with the Chief of Police and school district administration regarding the results of the study. The school administration is in agreement with posting 15 mph speed zones, however the studies conducted only provide adequate justification for reducing the speed limit in front of McKinley to 15 mph during posted hours.

Councilmember Wilson asked staff to provide more specific information regarding the reasons that Meadowview and Diamond View schools did not warrant a speed reduction to 15 mph.

Daniel Gibbs, City Engineer, explained that the width of the street in front of McKinley was the primary contributing factor to support the establishment of a 15 mph speed zone. The street widths in front of Meadowview and Diamond view are very wide, with the speed approaches, site distance and accident history being quite low in both areas.

Mayor pro tem Franco stated that Meadowview has a crossing guard right in front of the school, and Diamond View has a flashing speed sign on Richmond Road.

Mayor Garnier asked if the speed sign near McKinley would be a flashing sign as well.

Mr. Gibbs responded that the guidelines for establishing signage are quite stringent and so are the actual sign guidelines themselves, so staff would have to look at all of the options.

Mr. Hancock asked Mr. Newton to elaborate on the speed limit for the street as opposed to the speed limit in the school zone.

Mr. Newton explained that the 15 mph speed limit would extend 500 feet on each side of the school zone property and be in effect whenever children are present. Staff would conduct additional research regarding the sign protocol requirements for installing flashing beacons and other options for regulating the traffic speeds.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to support the establishment of speed zones at McKinley, Meadowview and Diamond View schools; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

13B Fourth Street and Ash Street School Crossing Mr. Hancock explained that the City has been approached by a concerned citizen regarding safety improvements at the school crossing located at the intersection of Fourth Street and Ash Street. The crossing is staffed by a crossing guard before and after school, however, traffic volumes and vehicle speeds on Ash Street are still a concern. Ash Street is a state highway with an established speed limit of 30 mph and it is under the jurisdiction of Caltrans so any modifications requested would be at the discretion of Caltrans, and they would bear the expense as well. Some of the modifications that have been requested include a speed limit reduction to 25 mph, installing radar feedback signs, painting new crosswalks on Fourth Street at the intersection, and completing sidewalks on Fourth Street, west of Ash Street, with Safe Routes to School Funds.

Mr. Newton explained that the California Vehicle Code sets the speed limit in school zones at 25 mph, however the section of Ash Street does not meet the definition of a school zone as being the segment of street in front of school grounds. Caltrans would likely be supportive of installing radar feedback signs, and a conservative cost estimate would be approximately \$15,000 for purchase and installation. The request to paint crosswalks is reasonable and staff will be contacting Caltrans regarding having that completed.

Mr. Newton explained that the Safe Routes to school grant funding has been utilized in the past, however it has become increasingly difficult for small jurisdictions to be competitive in gaining the funding. The program requires extensive project development activities, public outreach and community input that are problematic with limited staffing resources. Other funding sources would include STIP funding, Community Development Block Grants, and funding through the Active Transportation Program.

Councilmember Wilson asked if the Traffic Mitigation fund could be utilized for signage.

Mr. Newton responded that the City would have to create a connection between the improvements, and the location is a significant distance away and it would be difficult to develop findings to justify the expenditure.

Mayor pro tem Franco asked Mr. MacChambers how many students crossed the street at Fourth and Ash Street.

Darrell MacChambers, crossing guard, responded that there were normally 9 or 10 children, and some days as many as 24 children who were assisted in crossing the street. The majority of the children are not accompanied by a parent, and the peak hours of crossing are between 6:55 and 8:05 a.m. He added that the children are Kindergarten through second grade, and in the winter time, it is often dark early in the morning when they are walking to school.

Mayor pro tem Franco thanked Mr. MacChambers for providing the service.

Mr. MacChambers added that Ash Street is a very busy road, and he is a big man wearing a bright orange vest, and even then some motorists do not slow down or stop until he is well out into the street. He stated that the Police Department does not have the manpower to provide for a patrol car to sit at the intersection every day, although it is very effective when they do. He has contacted CHP and was told that they do not get involved in traffic control. He suggested the City send a letter to CHP requesting assistance, since Ash is a road that the State is responsible for and it needs to be a cooperative effort between agencies.

Councilmember De Boer stated that as a former Deputy Sheriff, according to State Law, the Sheriff is not allowed to work traffic in town.

Councilmember Wilson stated that he had no problem with the City sending a letter to request support, and noted that he has witnessed CHP pulling people over on Main Street.

Mayor pro tem Franco commented that it was important to come up with a solution to protect the safety of the children who are crossing a very busy street every day.

Mayor Garnier noted that it is a very wide road and people often pass on the right when people are stopped in the road to make a left hand turn. That poses a hazard to pedestrians, and it is a dangerous situation for children.

Mr. Jerry Askey discussed traffic calming efforts and signage improvements that could be installed, especially from the south, since there is no warning of the upcoming pedestrian crossing.

It was the consensus of the City Council to direct staff to move forward with solutions including contacting the Highway Patrol.

9E Consider Lassen Ale Works request to replace Water Main on Johnstonville Road Mr. Newton explained that the City has been approached by a local contractor who is performing work for Lassen Ale Works at the old Tum-a-Lum lumber building at 702-000 Johnstonville Road. The building is undergoing renovations in preparation of the relocation of their brewing operation, and it includes the mandatory installation of a commercial fire sprinkler system. A new 6-inch water main which would connect to the City's 14-inch is needed to provide the capacity necessary for the sprinkler system. Due to the depth of the City's 14-inch line, and proximity to the City's steel gas main, Impact Construction has proposed to install approximately 250 feet of trench on the opposite side of Johnstonville Road to run parallel to the existing shoulder. Mr. Newton referred to the map which depicted the location of the proposed trench, explaining that there is an opportunity for a partnership as the City has included the

replacement of the 14-inch steel main line in the Integrated Regional Water Management Implementation Grant. Through a contract with Lassen Ale Works, Impact Construction would trench, install the pipe, backfill, and repair asphalt. The City would provide the pipe and fittings, and if approved, Lassen Ale Works would install a 12-inch mainline in lieu of the 6 inch main line. A service connection would be added and connected to the new 12-inch main line.

Mr. Newton added that staff was looking for City Council direction on preparation of the agreement, noting that it would provide an opportunity for significant savings to the City on upgrading a section of water main that has already been identified for needed replacement.

There was a general discussion regarding the time-sensitive nature of the project, and the need to move forward with the development of the agreement due to the limited time left in the 2016 construction season.

Motion by Councilmember Wilson, second by Councilmember Stafford, authorizing the City Administrator to enter into an agreement with Lassen Ale Works, and schedule an update for a future council meeting; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

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

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

12 **CONTINUING BUSINESS:**

12A Consider approval of Resolution No. 16-5334 approving and authorizing Mayor to execute Memorandum of Understanding with the Professional/Technical Bargaining Unit for Fiscal Year 2016/2017 and 2017/2018 Mr. Hancock reviewed the terms of the Memorandum of Understanding that were negotiated with the Professional/Technical bargaining unit for the 2016/2018 fiscal year. He noted that changes from the previous agreement included an update of covered positions, the implementation of the CalPers swap which results in an increase in the salary matrix and corresponding increase in employee-paid contributions based upon public safety and non-public safety positions. The MOU also includes a one-percent salary increase for the period of 2017/2018.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve Resolution No. 16-5334; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

12B Consider approval of Resolution No. 16-5336 approving and authorizing Mayor to execute Memorandum of Understanding with the Administrative Bargaining Unit for Fiscal Year 2016/2017 and 2017/2018 Mr. Hancock reported that an agreement has been approved and was being brought forward for ratification with the Administrative Bargaining Unit for the period of 2016 to 2018, and includes the addition of longevity Step H in the salary matrix, and a one percent increase for year 2017/2018.

Motion by Councilmember De Boer, second by Mayor tem pro Franco, to approve Resolution No. 16-5336; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

13 **CITY ADMINISTRATOR'S REPORTS:**

13A Administrative Services Update Mr. Hancock provided an update of the Administrative Services Department, which include the Administration, Finance, Building, Planning and Community Services

Divisions as well as two Enterprises, the Golf Course and Airport. He reviewed completed projects, including the Surplus Sale, the updated Housing Element & Safety Plan adoption of a Very High Fire Hazard Severity Zone, the electronic conversion of Building and Planning files, preparation of the 2016 NOFA Application and processing of 8 CDBG-funded First Time Homebuyer Assistance applications, totaling \$427,845.

Mr. Hancock reviewed Finance Division activities, noting that the achievement of 100 percent collection of HUSA assessments, and Building/Planning Division activity including the issuance of 344 building permits, 992 inspections, and processing 17 planning projects. The Administration department is also responsible for preparing agendas, minutes, processing resolutions and ordinances, and 31 new hires, including 22 temporary new hires and two full time employees; Dow Davis, Parks Maintenance Superintendent and Ruth Ellis, Administrative Staff Assistant.

Mr. Hancock reviewed the overall budget for Administrative services as \$5,398,392 from the General fund, \$369,364 for the Golf Course and \$267,343 for the Airport. Mr. Hancock noted that the Administrative Services Department has also assumed all responsibility for overseeing operations of the Airport to include leases, billings and project management.

Mr. Hancock reviewed upcoming projects including the Cameron Park Project, Airport Lease Restructure, City Hall Repainting Project, Southeast Gateway Project Development, Implementation of the Regional Water Management Plan and Grant Funds, Sustainable Communities Grant Administration, the Airport AIP Project 15 and 16, HOME Program and continued management of the Honey Lake Valley Recreation Authority Community Pool project. Mr. Hancock concluded his presentation by thanking the City Council for the support and forward thinking that allowed the City to move forward in a positive direction for the betterment of the community.

13B Fourth Street and Ash Street School Crossing – Considered after Item 9D.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Mayor Garnier reminded those present of the 2016 Ethics Training scheduled for November 3, 2016.

15 ADJOURNMENT:

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

Meeting adjourned at 8:51 p.m.

Respectfully submitted by

Kathie Garnier, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

SUSANVILLE CITY COUNCIL
Special Meeting Minutes
November 10, 2016 – 9:00 a.m.

Meeting was called to order at 9:00 a.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Joseph Franco, Rod De Boer and Kathie Garnier.

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

1 APPROVAL OF THE AGENDA:

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve the agenda as submitted; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

2 PUBLIC COMMENT: No comments.

**3 CLOSED SESSION: At 9:01 a.m. City Council recessed to Closed Session to discuss the following:
PUBLIC EMPLOYMENT – Pursuant to Government Code §54957: Police Chief Recruitment**

4 ADJOURNMENT:

The City Council reconvened in open session at 9:24 p.m. it was announced that the City Council gave direction to staff and there was no reportable action.

Meeting adjourned at 9:25 p.m.

Kathie Garnier, Mayor

Respectfully submitted by

Gwenna MacDonald, City Clerk

*Approved on:*_____

**SUSANVILLE CITY COUNCIL
Special Meeting Minutes
November 17, 2016 – 9:00 a.m.**

Meeting was called to order at 9:02 a.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Joseph Franco, Rod De Boer and Kathie Garnier.

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

1 APPROVAL OF THE AGENDA:

Motion by Mayor pro tem Franco, second by Councilmember De Boer, to approve the agenda as submitted; motion carried unanimously. Ayes: Wilson, Stafford, Franco, De Boer and Garnier.

2 PUBLIC COMMENT: No comments.

3 CLOSED SESSION: At 9:03 a.m. City Council recessed to Closed Session to discuss the following:
PUBLIC EMPLOYMENT – Pursuant to Government Code §54957: Police Chief Recruitment

4 ADJOURNMENT:

The City Council reconvened in open session at 11:48 p.m. it was announced that the City Council gave direction to staff and there was no reportable action.

Meeting adjourned at 11:49 p.m.

Kathie Garnier, Mayor

Respectfully submitted by

Gwenna MacDonald, City Clerk

*Approved on:*_____

Reviewed by: ds City Administrator
 City Attorney

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

Submitted by: Deborah Savage, Finance Manager

Action Date: December 7, 2016

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated November 9th through November 23rd numbered 98834 through 99014.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 1,060,044.82 plus \$208,442.92 in payroll warrants, for a total of \$ 1,268,487.74.

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
11/16	11/10/2016	98851	4	ABB INC.	SOFTWARE SUPPORT-GAS	7103135741	1	7401-430-62-43	TECHNICAL SVCS	1,787.76	1,787.76
Total 7103135741:											
11/16	11/10/2016	98852	8751		REFUND GAS DEPOSIT	1051999007	1	7401-2228-000	DEPOSITS-CUSTOMER	63.33	63.33
Total 1051999007:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES 10/27/16	634891483	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 634891483:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/27/16-ST	634891485	1	2007-431-20-44	LINEN SERVICE	51.37	51.37
Total 634891485:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/27/16-W	634891486	1	7110-430-42-44	LINEN SERVICE	40.80	40.80
Total 634891486:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/27/16-G	634891487	1	7401-430-62-44	LINEN SERVICES	51.73	51.73
Total 634891487:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES 11/3/16-	634905872	1	7620-430-10-44	LINEN SERVICE	78.71	78.71
Total 634905872:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/3/16-GA	634905873	1	7401-430-62-44	LINEN SERVICES	134.31	134.31
Total 634905873:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/3/16-ST	634905874	1	2007-431-20-44	LINEN SERVICE	50.26	50.26

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 634905874:											
11/16	11/10/2016	98853	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/3/16-WA	634905875	1	7110-430-42-44	LINEN SERVICE	40.80	40.80
Total 634905875:											
11/16	11/10/2016	98854	1070	AT&T MOBILITY	WIRELESS PHONES-PD	835956037X11012016	1	1000-421-10-45	COMMUNICATIONS	112.04	112.04
Total 835956037X11012016:											
11/16	11/10/2016	98855	68	BECKWITH MD, DAVID R	DMV/PHYSICAL-WATER	102616	1	7110-430-42-43	PROFESSIONAL SVCS	77.04	77.04
11/16	11/10/2016	98855	68	BECKWITH MD, DAVID R	DMV/PHYSICAL-GAS	102616	2	7401-430-62-43	PROFESSIONAL SVCS	57.96	57.96
11/16	11/10/2016	98855	68	BECKWITH MD, DAVID R	DMV/PHYSICAL-STREETS	102616	3	2007-431-20-43	PROFESSIONAL SVCS	45.00	45.00
Total 102616:											
11/16	11/10/2016	98855	68	BECKWITH MD, DAVID R	FIRE FIGHTER PHY & SPIROME	103116	1	1000-416-10-43	PROFESSIONAL SVCS	150.00	150.00
Total 103116:											
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	PARTS-GAS	369922	1	7401-430-62-46	SUPPLIES-GENERAL	6.98	6.98
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	PARTS-WATER	369922	2	7110-430-42-46	SUPPLIES-GENERAL	6.98	6.98
Total 369922:											
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	DRILL BIT-STREETS	369960	1	2007-431-20-46	SUPPLIES-GENERAL	12.57	12.57
Total 369960:											
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	PRESSURE GAUGE-GAS	369966	1	7401-430-62-46	SUPPLIES-GENERAL	9.66	9.66
Total 369966:											
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	SUPPLIES-GAS	369996	1	7401-430-62-46	SUPPLIES-GENERAL	135.91	135.91
Total 369996:											
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	SUPPLIES-GAS	370290	1	7401-430-62-46	SUPPLIES-GENERAL	13.52	13.52

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 370290:											
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	HAND SANITIZER-WATER	370441	1	7110-430-42-46	SUPPLIES-GENERAL	8.66	8.66
Total 370441:											
11/16	11/10/2016	98856	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	370821	1	2007-431-20-46	SUPPLIES-GENERAL	12.17	12.17
Total 370821:											
11/16	11/10/2016	98857	8750		REFUND GAS DEPOSIT	10531300009	1	7401-2228-000	DEPOSITS-CUSTOMER	30.25	30.25
Total 10531300009:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLC600MAINST 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 110116	1	2007-431-20-44	DISPOSAL	18.98	18.98
Total PLCBOFA 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLERDNT 11011	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCBUEHLERDNT 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDIAMONDMTN 11011	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCDIAMONDMTN 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLDODGE 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCELKSLDODGE 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTMILL 110116	1	2007-431-20-44	DISPOSAL	18.98	18.98
Total PLCFROSTMILL 110116:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERRROUT 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCGROCERRROUT 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCHAIRHUNTER 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCHOTELLSN1 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBUILD 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCKNOCHBUILD 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LASSEN	PLCLASSENHS 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCLASSENHS 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCLITTLEITAL 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCLVCHARTR 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSNP 110116	1	2007-431-20-44	DISPOSAL	57.26	57.26
Total PLCMTLASSNP 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERAPL 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCPANCERAPL 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96

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 PLCSIERRAJWLR 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHTR 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCSIERRATHTR 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCVILLEREAL 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPARK 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCUPTOWNPARK 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCUSPOSTAL 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCVETSMEMOR 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 110116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCWALMARTBUS 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	110 NORTH ST	SVL110NORTHST 110116	1	1000-452-20-44	DISPOSAL	234.65	234.65
Total SVL110NORTHST 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 110116	1	7620-430-10-44	DISPOSAL	160.42	160.42
Total SVL15 110116:											
11/16	11/10/2016	98858	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 110116	1	1000-417-10-44	DISPOSAL	160.42	160.42
Total SVL2 110116:											

M = Manual Check, V = Void Check

Period	GL	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16		11/10/2016	98858	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	SVL470895CIR 110116	1	7530-451-52-44	DISPOSAL	193.08	193.08
Total SVL470895CIR 110116:												
11/16		11/10/2016	98858	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 110116	1	1000-452-20-44	DISPOSAL	193.08	193.08
Total SVL5 110116:												
11/16		11/10/2016	98858	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 110116	1	1000-421-10-44	DISPOSAL	96.54	96.54
Total SVL7 110116:												
11/16		11/10/2016	98858	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 110116	1	7620-430-10-44	DISPOSAL	160.42	160.42
Total SVL8 110116:												
11/16		11/10/2016	98859	115	CASELLE INC.	SOFTWARE SUPPORT 12/16	76579	1	1000-417-10-43	TECHNICAL SVCS	1,258.00	1,258.00
Total 76579:												
11/16		11/10/2016	98860	8756		REFUND WATER DEPOSIT	10239450013	1	7110-2228-000	DEPOSITS-CUSTOMER	134.14	134.14
Total 10239450013:												
11/16		11/10/2016	98861	148	COMPUTER LOGISTICS	100 HR SER CONTRACT RENE	68495	1	1000-1430-106	PREPAID COMPUTER HOURS	8,500.00	8,500.00
Total 68495:												
11/16		11/10/2016	98862	156	CREATIVE FORMS & CO	ENVELOPES-GAS	115017	1	7401-430-62-46	SUPPLIES-GENERAL	636.54	636.54
11/16		11/10/2016	98862	156	CREATIVE FORMS & CO	ENVELOPES-WATER	115017	2	7110-430-42-46	SUPPLIES-GENERAL	636.54	636.54
Total 115017:												
11/16		11/10/2016	98862	156	CREATIVE FORMS & CO	ENVELOPES	115018	1	7110-430-42-46	SUPPLIES-GENERAL	344.60	344.60
11/16		11/10/2016	98862	156	CREATIVE FORMS & CO	ENVELOPES	115018	2	7401-430-62-46	SUPPLIES-GENERAL	344.60	344.60
Total 115018:												
11/16		11/10/2016	98862	156	CREATIVE FORMS & CO	UTILITY REMINDERS-GAS	115021	1	7401-430-62-46	SUPPLIES-GENERAL	366.49	366.49

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/10/2016	98862	156	CREATIVE FORMS & CO	UTILITY REMINDERS-WATER	115021	2	7110-430-42-46	SUPPLIES-GENERAL	366.48	366.48
Total 115021:											
11/16	11/10/2016	98863	161	CSK AUTO INC	GASKET #42-STREETS	2740445271	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.38	11.38
Total 2740445271:											
11/16	11/10/2016	98863	161	CSK AUTO INC	CLIPS #42-STREETS	2740445319	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.58	11.58
Total 2740445319:											
11/16	11/10/2016	98863	161	CSK AUTO INC	GASKET #42 RETURNED -STRE	2740445530	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	6.56-	6.56-
Total 2740445530:											
11/16	11/10/2016	98863	161	CSK AUTO INC	PARTS #211-PW	2740445552	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	89.62	89.62
Total 2740445552:											
11/16	11/10/2016	98864	8555		REFUND WATER DEPOSIT	10523350012	1	7110-2228-000	DEPOSITS-CUSTOMER	48.99	48.99
Total 10523350012:											
11/16	11/10/2016	98865	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS	197874	1	1000-416-10-45	FINGERPRINTING SERVICES	64.00	64.00
Total 197874:											
11/16	11/10/2016	98866	194	DIAMOND SAW SHOP IN	CHAINSAW PARTS-FIRE	15058	1	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	104.52	104.52
Total 15058:											
11/16	11/10/2016	98866	194	DIAMOND SAW SHOP IN	STONE WHEEL-WATER	15106	1	7110-430-42-46	SUPPLIES-GENERAL	27.84	27.84
Total 15106:											
11/16	11/10/2016	98867	1261	DIAMOND TRUCK AND A	REPAIRS #239-SNOW	3560	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	406.45	406.45

Check Issue Dates: 11/10/2016 - 11/10/2016

Nov 10, 2016 11:25AM

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 3560:											
11/16	11/10/2016	98868	219	ED STAUB & SONS PETR	GAL PROPANE-GC	SO4698	1	7530-451-52-46	GASOLINE	406.45	406.45
Total SO4698:											
11/16	11/10/2016	98869	8755		CARL MOYER GRANT	102516	1	8405-430-10-48	GRANTS	246.68	246.68
Total 102516:											
11/16	11/10/2016	98870	238	FASTENAL COMPANY	SUPPLIES-PD	73202	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	35,000.00	35,000.00
Total 73202:											
11/16	11/10/2016	98871	8745		REFUND GAS OVERPAYMENT	10506700002	1	9999-1001-001	CASH CLEARING - UTILITIES	51.27	51.27
Total 10506700002:											
11/16	11/10/2016	98872	241	FEATHER PUBLISHING C	ANNUAL LEAF COLLECTION-P	1263555	1	7620-430-10-45	ADVERTISING	46.40	46.40
Total 1263555:											
11/16	11/10/2016	98873	1392	FOLSOM LAKE FORD	PURCHASE PATROL VEHICLE 2	FL7505	1	2030-421-10-47	VEHICLES	117.60	117.60
11/16	11/10/2016	98873	1392	FOLSOM LAKE FORD	PURCHASE PATROL VEHICLE 2	FL7505	2	2011-465-31-47	VEHICLES	117.60	117.60
Total FL7505:											
11/16	11/10/2016	98874	265	FRONTIER	257-2520 GOLF COURSE	2520 110116	1	7530-451-52-45	COMMUNICATIONS	117.60	117.60
Total 2520 110116:											
11/16	11/10/2016	98875	1142	GEARY PACIFIC SUPPLY	NATURAL GAS REPAIR-GAS	3344245	1	7401-430-62-46	SUPPLIES-GENERAL	311.47	311.47
Total 3344245:											
11/16	11/10/2016	98876	8746		REFUND WATER DEPOSIT	10123200019	1	7110-2228-000	DEPOSITS-CUSTOMER	65.90	65.90
Total 20.03:											

Check Issue Dates: 11/10/2016 - 11/10/2016

Nov 10, 2016 11:25AM

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 10123200019:											
11/16	11/10/2016	98877	1043	GRAFIX BY GALVAN	LETTERING FOR PATROL CAR	SVP161	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	928.00	928.00
Total SVP161:											
11/16	11/10/2016	98878	1148	GREATAMERICA FINANC	COPIER LEASE 10/16-PW	19604545	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	364.78	364.78
Total 19604545:											
11/16	11/10/2016	98879	288		REIMBURSE HEALTH INS	110916	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	69.02	69.02
Total 110916:											
11/16	11/10/2016	98880	8757		REFUND WATER DEPOSIT	1021460007	1	7110-2228-000	DEPOSITS-CUSTOMER	33.48	33.48
Total 1021460007:											
11/16	11/10/2016	98881	312	HISTORIC USA	10/16 COLLECTIONS, NET	110916	1	8401-2228-000	DEPOSITS PAYABLE	996.31	996.31
11/16	11/10/2016	98881	312	HISTORIC USA	5%FEE 10/16 COLLECTIONS	110916	2	8401-2228-000	DEPOSITS PAYABLE	52.44	52.44
11/16	11/10/2016	98881	312	HISTORIC USA	5%FEE 10/16 COLLECTIONS	110916	3	1000-415-10-34	REIMBURSEMENTS (HUSALAF	52.44	52.44
Total 110916:											
11/16	11/10/2016	98882	1362	IRON MOUNTAIN INFO. M	SHREDDING 10/2016-PD	NBY9739	1	1000-421-10-44	DISPOSAL	56.08	56.08
Total NBY9739:											
11/16	11/10/2016	98883	335	J.W. WOOD CO INC	SUPPLIES-GAS	93546	1	7401-430-62-46	SUPPLIES-GENERAL	20.10	20.10
Total 93546:											
11/16	11/10/2016	98883	335	J.W. WOOD CO INC	SUPPLIES-STREETS	93621	1	2007-431-20-46	SUPPLIES-GENERAL	165.39	165.39
Total 93621:											
11/16	11/10/2016	98884	362	KAUFFMAN, BILL	CUSTODIAL SVCS 10/2016 - PW	589278	1	7620-430-10-44	CUSTODIAL	250.00	250.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 589278:											
11/16	11/10/2016	98885	8091		REFUND DEPOSIT CLUBHOU	102816	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 102816:											
11/16	11/10/2016	98886	8759		REFUND PARK FEES	110816	1	1000-452-20-36	RENT-CITY PARKS	59.00	59.00
11/16	11/10/2016	98886	8759		REFUND PARK FEES	110816	2	1000-452-20-36	RENT-CITY PARKS	47.00	47.00
11/16	11/10/2016	98886	8759		REFUND PARK FEES	110816	3	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 110816:											
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	REPAIR #270-GAS	263789	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	34.93	34.93
Total 263789:											
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	HOOK #34-STREETS	263833	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	61.00	61.00
Total 263833:											
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	TOOLS-STREETS	264038	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1.25	1.25
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	TOOLS-WATER	264038	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	2.14	2.14
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	TOOLS-GAS	264038	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	1.61	1.61
Total 264038:											
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	AIR FITTING-STREETS	264059	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	6.97	6.97
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	AIR FITTING-WATER	264059	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	11.94	11.94
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	AIR FITTING-GAS	264059	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	8.99	8.99
Total 264059:											
11/16	11/10/2016	98887	411	LASSEN MOTOR PARTS	SUPPLIES-GC	264356	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	23.63	23.63
Total 264356:											
11/16	11/10/2016	98888	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	15760	1	7110-430-42-46	SUPPLIES-GENERAL	9.60	9.60

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 15760:											
11/16	11/10/2016	98889	413	LASSEN TIRE	REPAIR #72-GAS	48074	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	20.00	20.00
Total 48074:											
11/16	11/10/2016	98889	413	LASSEN TIRE	REPAIR #31-STREETS	48079	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	70.00	70.00
Total 48079:											
11/16	11/10/2016	98890	8030		TR EX SACRAMENTO 11/13-11/	110716	1	1000-421-10-45	TRAINING	352.00	352.00
Total 110716:											
11/16	11/10/2016	98891	437	LMUD	SOUTH ST ROOSEVELT LIGHT-	1744 102816	1	1000-452-20-46	ELECTRICITY	8.44	8.44
Total 1744 102816:											
11/16	11/10/2016	98891	437	LMUD	RIVERSIDE PARK LIGHT	1999 102816	1	1000-452-20-46	ELECTRICITY	38.47	38.47
Total 1999 102816:											
11/16	11/10/2016	98891	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 102416	1	2007-431-60-46	ELECTRICITY	133.52	133.52
Total 3651 102416:											
11/16	11/10/2016	98891	437	LMUD	MAIN & ALEXANDER SIGNALS-	49496 102416	1	2007-431-60-46	ELECTRICITY	112.98	112.98
Total 49496 102416:											
11/16	11/10/2016	98891	437	LMUD	MAIN & FAIRFIELD SIGNALS-ST	49497 102416	1	2007-431-60-46	ELECTRICITY	112.20	112.20
Total 49497 102416:											
11/16	11/10/2016	98891	437	LMUD	MAIN & JOHNSTWLE SIGNAL-	49498 102416	1	2007-431-60-46	ELECTRICITY	137.82	137.82
Total 49498 102416:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/10/2016	98891	437	LMUD	RIVERSIDE & MAIN LIGHTS-ST	49499 102416	1	2007-431-60-46	ELECTRICITY	216.79	216.79
Total 49499 102416:											
11/16	11/10/2016	98891	437	LMUD	WELL 1-WATER	7714 102416	1	7110-430-42-46	ELECTRICITY	27.12	27.12
Total 7714 102416:											
11/16	11/10/2016	98891	437	LMUD	RIVERSIDE PARK LIGHT	9501 102816	1	1000-452-20-46	ELECTRICITY	218.47	218.47
Total 9501 102816:											
11/16	11/10/2016	98892	8428		REFUND GAS OVERPAYMENT	10111600011	1	9999-1001-001	CASH CLEARING - UTILITIES	253.46	253.46
Total 10111600011:											
11/16	11/10/2016	98893	1508	MAIN STREET LUBE	OIL & FILTER-ADMIN	9307	1	1000-417-10-44	VEHICLE - REPAIR & MAINTEN	101.55	101.55
Total 9307:											
11/16	11/10/2016	98894	452	MARTIN SECURITY SYST	720 SOUTH ST SECURITY 11/16	032150	1	7620-430-10-43	TECHNICAL SVCS	40.00	40.00
Total 032150:											
11/16	11/10/2016	98895	1463	MILLER CLEANING SERV	CUSTODIAL 10/16	1759	1	1000-421-10-44	CUSTODIAL	450.00	450.00
Total 1759:											
11/16	11/10/2016	98896	8749		REFUND GAS DEPOSIT	10306904533	1	7401-2228-000	DEPOSITS-CUSTOMER	12.01	12.01
Total 10306904533:											
11/16	11/10/2016	98897	8164		REFUND GAS DEPOSIT	10203172402	1	7401-2228-000	DEPOSITS-CUSTOMER	122.34	122.34
Total 10203172402:											
11/16	11/10/2016	98898	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 10	58020 10/16	1	1000-417-10-45	COMMUNICATIONS	868.00	868.00

M = Manual Check, V = Void Check

Check Issue Dates: 11/10/2016 - 11/10/2016

Nov 10, 2016 11:25AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 58020 10/16:											
11/16	11/10/2016	98899	8753		WOODSTOVE REBATE	110216	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 110216:											
11/16	11/10/2016	98900	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	1099612	1	7620-430-10-46	SUPPLIES-GENERAL	37.63	37.63
Total 1099612:											
11/16	11/10/2016	98900	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	1193490	1	7620-430-10-46	SUPPLIES-GENERAL	16.11	16.11
Total 1193490:											
11/16	11/10/2016	98901	582	RAY MORGAN CO INC	COPIER 11/16-PD	1402491	1	1000-421-10-44	RENT & LEASES EQUIP & VEHI	132.43	132.43
11/16	11/10/2016	98901	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-11/	1402491	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	262.90	262.90
Total 1402491:											
11/16	11/10/2016	98902	8748		REFUND WATER DEPOSIT	10214000010	1	7110-2228-000	DEPOSITS-CUSTOMER	64.32	64.32
Total 10214000010:											
11/16	11/10/2016	98903	1082	SIERRA CASCADE AGGR	COLD MIX-STREETS	5484	1	2007-431-20-46	SUPPLIES-GENERAL	1,818.41	1,818.41
Total 5484:											
11/16	11/10/2016	98904	1076	SIERRA COFFEE AND BE	BOTTLED WATER 11/1/16-PW	46875	1	7620-430-10-46	SUPPLIES-GENERAL	20.15	20.15
Total 46875:											
11/16	11/10/2016	98905	8758		REFUND GAS DEPOSIT	10126200312	1	7401-2228-000	DEPOSITS-CUSTOMER	111.44	111.44
Total 10126200312:											
11/16	11/10/2016	98906	1449	STI INVESTIGATIONS	EMPLOYMENT BACKGROUND	01446	1	1000-416-10-43	TECHNICAL SVCS	431.00	431.00

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 01446:											
11/16	11/10/2016	98906	1449	STI INVESTIGATIONS	EMPLOYMENT BACKGROUND	01447	1	1000-416-10-43	TECHNICAL SVCS	431.00	431.00
Total 01447:											
11/16	11/10/2016	98907	8747		REFUND GAS DEPOSIT	10416600015	1	7401-2228-000	DEPOSITS-CUSTOMER	107.23	107.23
Total 10416600015:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	606 NEVADA	1274 110116	1	1000-417-10-44	SEWER	47.00	47.00
Total 1274 110116:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	66 N LASSEN	1276 110116	1	1000-417-10-44	SEWER	47.00	47.00
Total 1276 110116:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	115 N WEATHERLOW	1448 110116	1	1000-451-80-44	SEWER	52.00	52.00
Total 1448 110116:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	65 N WEATHERLOW ST	1449 110116	1	1000-452-20-44	SEWER	104.00	104.00
Total 1449 110116:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	1801 MAIN	2121 110116	1	1000-421-10-44	SEWER	52.00	52.00
Total 2121 110116:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	720 SOUTH ST	3203 110116	1	7620-430-10-44	SEWER	52.00	52.00
Total 3203 110116:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	1850 RIVER ST	3667 110116	1	1000-452-20-44	SEWER	52.00	52.00
Total 3667 110116:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR	3668 110116	1	1000-452-20-44	SEWER	52.00	52.00
Total 3668 110116:											
11/16	11/10/2016	98908	677	SUSANVILLE SANITARY	1200 NORTH ST	3669 110116	1	1000-452-20-44	SEWER	52.00	52.00
Total 3669 110116:											
11/16	11/10/2016	98909	7907	SWRCB	STATE WATER RESOURCE FE	1006734	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	4,950.75	4,950.75
Total 1006734:											
11/16	11/10/2016	98909	7907	SWRCB	GRADE 2 WATER OP. LICENSE	110216	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	80.00	80.00
Total 110216:											
11/16	11/10/2016	98910	696	TECH SERVICES	AWMOS MONTHLY FEE	1666	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1666:											
11/16	11/10/2016	98911	1474	THE SOURCE	EMPLOYMENT SCREEN	2528745	1	1000-416-10-43	TECHNICAL SVCS	10.00	10.00
Total 2528745:											
11/16	11/10/2016	98912	8754		CARL MOYER GRANT	110816	1	8405-430-10-48	GRANTS	35,000.00	35,000.00
Total 110816:											
11/16	11/10/2016	98913	712	TNS TRUCKING CO	CINDERS-SNOW	2562	1	2006-431-25-46	SUPPLIE - GENERAL	2,378.44	2,378.44
Total 2562:											
11/16	11/10/2016	98914	728	U S POSTMASTER	1ST CLASS PRESORT 2/16-2/17	110816	1	7401-430-62-46	POSTAGE	225.00	225.00
11/16	11/10/2016	98914	728	U S POSTMASTER	1ST CLASS PRESORT 2/16-2/17	110816	2	7110-430-42-46	SUPPLIES-GENERAL	225.00	225.00
Total 110816:											
11/16	11/10/2016	98915	530	U.S. BANK EQUIPMENT F	COPIER - CITY HALL UP AND D	31669187	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	581.04	581.04
11/16	11/10/2016	98915	530	U.S. BANK EQUIPMENT F	COPIER 10/16-PD	31669187	2	1000-421-10-44	RENT & LEASES EQUIP & VEHI	290.52	290.52

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 316691187:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66807544	1	7401-430-62-46	SUPPLIES-GENERAL	871.56	871.56
Total 66807544:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66807598	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	465.80	465.80
Total 66807598:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	TUBING-GAS	66811935	1	7401-430-62-46	SUPPLIES-GENERAL	43.00	43.00
Total 66811935:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	WATER BOX-WATER	66813044	1	7110-430-42-46	SUPPLIES-GENERAL	207.93	207.93
Total 66813044:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	REPAIR BAND-WATER	66815146	1	7110-430-42-46	SUPPLIES-GENERAL	99.21	99.21
Total 66813048:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66815442	1	7110-430-42-46	SUPPLIES-GENERAL	9.03	9.03
Total 66815146:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- WATER	66815445	1	7110-430-42-46	SUPPLIES-GENERAL	399.21	399.21
Total 66815442:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	PIPE TAPE-WATER	66815904	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	871.78	871.78
Total 66815445:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66815904	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	106.82	106.82
Total 66815904:											
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66815904	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	43.88	43.88

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
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- WATER	66818534	1	7110-430-42-46	SUPPLIES-GENERAL	40.28	40.28
Total 66818534:											
										40.28	40.28
11/16	11/10/2016	98916	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66820762	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	145.25	145.25
Total 66820762:											
										145.25	145.25
11/16	11/10/2016	98917	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A49386	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A49386:											
										98.88	98.88
11/16	11/10/2016	98917	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE 1	A49399	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A49399:											
										98.88	98.88
11/16	11/10/2016	98917	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GC OLD CL	A49410	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A49410:											
										98.88	98.88
Grand Totals:										146,044.11	146,044.11

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

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/15/2016	98921	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	0057 102516	1	1000-421-10-45	INVESTGATIVE FUNDS	49.17	49.17
Total 0057 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	FUEL	2064 102516	1	1000-413-20-45	TRAVEL	1,254.80	1,254.80
11/16	11/15/2016	98921	884	BANK OF AMERICA	FUEL	2064 102516	2	1000-417-10-46	GASOLINE	35.95	35.95
Total 2064 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	FUEL-PD	3127 102516	1	1000-421-10-46	GASOLINE	40.44	40.44
Total 3127 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	MEALS-FD	3647 102516	1	1000-422-50-45	TRAVEL	87.69	87.69
Total 3647 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES PROSHOP-GC	4028 102516	1	7530-451-55-46	SUPPLIES - GENERAL	48.89	48.89
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES	4028 102516	2	1000-417-10-46	SUPPLIES-GENERAL	158.83	158.83
11/16	11/15/2016	98921	884	BANK OF AMERICA	CITY HALL PHONES	4028 102516	3	1000-417-10-45	COMMUNICATIONS	542.36	542.36
Total 4028 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	JANITORIAL SUPPLIES	4093 102516	1	1000-417-10-46	SUPPLIES-JANITORIAL	26.81	26.81
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES	4093 102516	2	1000-417-10-46	SUPPLIES-GENERAL	44.38	44.38
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES FOR CITY COUNCIL	4093 102516	3	1000-411-10-46	SUPPLIES-GENERAL	145.12	145.12
Total 4093 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	FUEL-FD	4119 102516	1	1000-422-10-46	GASOLINE	59.19	59.19
11/16	11/15/2016	98921	884	BANK OF AMERICA	STATION EQUIPMENT-FD	4119 102516	2	1000-422-10-44	MISC - REPAIR & MAINTENANC	296.60	296.60
Total 4119 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	FUEL-PD	4259 102516	1	1000-421-10-46	GASOLINE	43.00	43.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/15/2016	98921	884	BANK OF AMERICA	TRAINING-PD	4259 102516	2	1000-421-10-45	TRAINING	321.42	321.42
Total 4259 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	TRAINING-PD	4325 102516	1	1000-421-10-45	TRAINING	590.35	590.35
Total 4325 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	FUEL-PD	4333 102516	1	1000-421-10-46	GASOLINE	42.50	42.50
Total 4333 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	MEMBERSHIP DUES-PW	5203 102516	1	7620-430-10-48	DUES AND MEMBERSHIPS	24.90	24.90
11/16	11/15/2016	98921	884	BANK OF AMERICA	TAXES-STREETS	5203 102516	2	2007-431-20-48	TAXES, FEES, PERMIT AND CH	113.60	113.60
Total 5203 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	EVIDENCE SUPPLIES-PD	5488 102516	1	1000-421-10-46	POSTAGE	11.29	11.29
11/16	11/15/2016	98921	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	5488 102516	2	1000-421-10-45	INVESTIGATIVE FUNDS	41.90	41.90
11/16	11/15/2016	98921	884	BANK OF AMERICA	SAFETY SUPPLIES-PD	5488 102516	3	1000-421-10-46	SUPPLIES-SAFETY ITEMS	172.91	172.91
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES-PD	5488 102516	4	1000-421-10-46	SUPPLIES-GENERAL	316.12	316.12
Total 5488 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	POSTAGE-GAS	7454 102516	1	7401-430-62-46	POSTAGE	73.74	73.74
11/16	11/15/2016	98921	884	BANK OF AMERICA	MEMBERSHIP DUES-PW	7454 102516	2	7620-430-10-48	DUES AND MEMBERSHIPS	74.89	74.89
11/16	11/15/2016	98921	884	BANK OF AMERICA	POSTAGE-PW	7454 102516	3	7620-430-10-46	POSTAGE	6.45	6.45
11/16	11/15/2016	98921	884	BANK OF AMERICA	POSTAGE-WATER	7454 102516	4	7110-430-42-46	SUPPLIES - SAFETY ITEMS	9.85	9.85
11/16	11/15/2016	98921	884	BANK OF AMERICA	POSTAGE-STREETS	7454 102516	5	2007-431-20-46	POSTAGE	74.18	74.18
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES-PW	7454 102516	6	7620-430-10-46	SUPPLIES-GENERAL	23.42	23.42
11/16	11/15/2016	98921	884	BANK OF AMERICA	BOOKS-PW	7454 102516	7	7620-430-10-46	BOOKS AND PERIODICALS	328.88	328.88
11/16	11/15/2016	98921	884	BANK OF AMERICA	REPAIR & MAINT-GAS	7454 102516	8	7401-430-62-44	REPAIR AND MAINT-VEHICLE	441.03	441.03
Total 7454 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES-GAS	7575 102516	1	7401-430-62-46	SUPPLIES-GENERAL	436.14	436.14
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES SMALL TOOLS-GAS	7575 102516	2	7401-430-62-46	SUPPLIES-SMALL TOOLS	53.75	53.75

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 7575 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	FUEL-FD	7979 102516	1	1000-422-10-46	GASOLINE	854.38	854.38
11/16	11/15/2016	98921	884	BANK OF AMERICA	REPAIR & MAINT-FD	7979 102516	2	1000-422-10-44	FACILITY - REPAIR & MAINTEN	149.83	149.83
11/16	11/15/2016	98921	884	BANK OF AMERICA	VOLUNTEER AWARD PINS-FD	7979 102516	3	1000-422-10-43	VOLUNTEERS	68.65	68.65
11/16	11/15/2016	98921	884	BANK OF AMERICA	JANITORIAL-FD	7979 102516	4	1000-422-10-46	SUPPLIES-JANITORIAL	33.59	33.59
11/16	11/15/2016	98921	884	BANK OF AMERICA	SUPPLIES-FD	7979 102516	5	1000-422-10-46	SUPPLIES-GENERAL	18.57	18.57
Total 7979 102516:											
11/16	11/15/2016	98921	884	BANK OF AMERICA	PRO SHOP SUPPLIES-GC	9430 102516	1	7530-451-55-46	SUPPLIES - GENERAL	469.00	469.00
Total 9430 102516:											
Grand Totals:											
										7,584.57	7,584.57

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

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/18/2016	98922	728	U S POSTMASTER	UB BILLING GAS	111816	1	7401-430-62-46	POSTAGE	399.31	399.31
11/16	11/18/2016	98922	728	U S POSTMASTER	UB BILLING WATER	111816	2	7110-430-42-46	POSTAGE	775.13	775.13
Total 111816:										1,174.44	1,174.44
Grand Totals:										1,174.44	1,174.44

Check Issue Dates: 11/23/2016 - 11/23/2016

Nov 23, 2016 10:40AM

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
11/16	11/23/2016	98951	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9940467834	1	7401-430-62-46	SUPPLIES-GENERAL	42.78	42.78
11/16	11/23/2016	98951	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9940467834	2	7110-430-42-46	SUPPLIES-GENERAL	51.46	51.46
11/16	11/23/2016	98951	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9940467834	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	66.21	66.21
11/16	11/23/2016	98951	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9940467834	4	7401-430-62-44	REPAIR AND MAINT-VEHICLE	85.30	85.30
11/16	11/23/2016	98951	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9940467834	5	7110-430-42-44	REPAIR AND MAINTENANCE-V	113.36	113.36
Total 9940467834:										359.11	359.11
11/16	11/23/2016	98952	30	ALMANOR ENERGY PLU	REFUND FOR OVERPAYMENT	110916	1	1000-424-20-32	BUILDING PERMITS	41.25	41.25
Total 110916:										41.25	41.25
11/16	11/23/2016	98953	792	AMERICAN PUBLIC GAS	2017 APGA MEMBERSHIP DUE	103116	1	7401-430-62-48	DUES AND MEMBERSHIPS	2,554.40	2,554.40
Total 103116:										2,554.40	2,554.40
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/10/16-W	634920216	1	7110-430-42-44	LINEN SERVICE	66.89	66.89
Total 634920216:										66.89	66.89
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES 11/17/16	634934438	1	7620-430-10-44	LINEN SERVICE	19.50	19.50
Total 634934438:										19.50	19.50
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/17/16-G	634934439	1	7401-430-62-44	LINEN SERVICES	52.84	52.84
Total 634934439:										52.84	52.84
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/17/16-ST	634934440	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 634934440:										50.26	50.26
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/17/16-W	634934441	1	7110-430-42-44	LINEN SERVICE	60.76	60.76

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 634934441:											
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/10/16-ST	792578818	1	2007-431-20-44	LINEN SERVICE	110.20	110.20
Total 792578818:											
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 11/10/16-G	792578848	1	7401-430-62-44	LINEN SERVICES	51.73	51.73
Total 792578848:											
11/16	11/23/2016	98954	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES 11/10/16	792588953	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 792588953:											
11/16	11/23/2016	98955	76	BILLINGTON ACE HARD	LAWN FERTILIZER-FD	370275	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	19.34	19.34
Total 370275:											
11/16	11/23/2016	98955	76	BILLINGTON ACE HARD	KEY CUT-FD	370309	1	1000-422-10-46	SUPPLIES-GENERAL	3.27	3.27
Total 370309:											
11/16	11/23/2016	98955	76	BILLINGTON ACE HARD	SUPPLIES- FD	370665	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	32.42	32.42
Total 370665:											
11/16	11/23/2016	98955	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	370929	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	10.43	10.43
Total 370929:											
11/16	11/23/2016	98955	76	BILLINGTON ACE HARD	SUPPLIES-GAS	371006	1	7401-430-62-46	SUPPLIES-GENERAL	14.50	14.50
Total 371006:											
11/16	11/23/2016	98955	76	BILLINGTON ACE HARD	FASTENERS #332-STREETS	371298	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.81	5.81
Total 371298:											

Check Issue Dates: 11/23/2016 - 11/23/2016

Nov 23, 2016 10:40AM

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
11/16	11/23/2016	98955	76	BILLINGTON ACE HARD	QUICK LINKS-SNOW	371314	1	2006-431-25-46	SUPPLIE - GENERAL	3.18	3.18
Total 371314:											
11/16	11/23/2016	98956	8591		REIM FOR PURCHASE OVERHE	111416	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	572.38	572.38
Total 111416:											
11/16	11/23/2016	98957	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	1505MAINST 110116	1	1000-422-10-44	DISPOSAL	162.83	162.83
Total 1505MAINST 110116:											
11/16	11/23/2016	98958	156	CREATIVE FORMS & CO	NATURAL GAS FORMS-GAS	115013	1	7401-430-62-46	SUPPLIES-GENERAL	782.97	782.97
Total 115013:											
11/16	11/23/2016	98958	156	CREATIVE FORMS & CO	WATER DEPARTMENT FORMS-	115014	1	7110-430-42-46	SUPPLIES-GENERAL	746.72	746.72
Total 115014:											
11/16	11/23/2016	98958	156	CREATIVE FORMS & CO	UTILITY BILLS-GAS	115020	1	7401-430-62-46	SUPPLIES-GENERAL	763.00	763.00
11/16	11/23/2016	98958	156	CREATIVE FORMS & CO	UTILITY BILLS-WATER	115020	2	7110-430-42-46	SUPPLIES-GENERAL	762.99	762.99
Total 115020:											
11/16	11/23/2016	98959	161	CSK AUTO INC	SHACKLE KIT #61-GAS	2740446216	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	73.57	73.57
Total 2740446216:											
11/16	11/23/2016	98959	161	CSK AUTO INC	PARTS #251-WATER	2740446324	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	8.32	8.32
Total 2740446324:											
11/16	11/23/2016	98959	161	CSK AUTO INC	REPAIR #42-STREETS	2740446339	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	25.76	25.76
Total 2740446339:											
11/16	11/23/2016	98959	161	CSK AUTO INC	REPAIR #73-GAS	2740446395	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	13.50	13.50

M = Manual Check, V = Void Check

Check Issue Dates: 11/23/2016 - 11/23/2016

Nov 23, 2016 10:40AM

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 2740446395:										
11/16	11/23/2016	98959	161	CSK AUTO INC	SUPPLIES #42-STREETS	2740447231	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	22.49	22.49	
		Total 2740447231:										
11/16	11/23/2016	98959	161	CSK AUTO INC	PARTS #31-STREETS	2740447413	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	66.28	66.28	
		Total 2740447413:										
11/16	11/23/2016	98960	8770	D & D PLUMBING	REFUND FOR OVERPAYMENT	110916	1	1000-424-20-32	BUILDING PERMITS	223.25	223.25	
		Total 110916:										
11/16	11/23/2016	98961	173	DATCO SERVICES	SUBSTANCE TEST 10/16	29081070	1	1000-416-10-43	TECHNICAL SVCS	156.00	156.00	
		Total 29081070:										
11/16	11/23/2016	98962	1261	DIAMOND TRUCK AND A	ALTERNATOR #82-PD	3544	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	681.04	681.04	
		Total 3544:										
11/16	11/23/2016	98962	1261	DIAMOND TRUCK AND A	REPAIRS #622-FD	3576	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	437.50	437.50	
		Total 3576:										
11/16	11/23/2016	98962	1261	DIAMOND TRUCK AND A	REPAIRS #80-PD	3577	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	1,990.41	1,990.41	
		Total 3577:										
11/16	11/23/2016	98963	1565	DIRTY JOE'S CAR WASH	CAR WASH-PD	438835 110216	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	6.00	6.00	
		Total 438835 110216:										
11/16	11/23/2016	98964	198	DITCH WITCH EQUIPMEN	VEHICLE REPAIR #151-WATER	225250	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	120.54	120.54	
		Total 225250:										

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
11/16	11/23/2016	98965	198	DITCH WITCH EQUIPMEN	REPAIR BORE RIG UNIT #179	225484	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	136.68	136.68
Total 225484:											
11/16	11/23/2016	98965	198	DITCH WITCH EQUIPMEN	REPAIR BORE RIG UNIT #179	225484	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5,860.76	5,860.76
Total 225484:											
11/16	11/23/2016	98966	208		REIM HEALTH INSURANCE	112116	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	322.73	322.73
Total 112116:											
11/16	11/23/2016	98967	219	ED STAUB & SONS PETR	GREASE-STREETS	1333549-	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	29.27	29.27
11/16	11/23/2016	98967	219	ED STAUB & SONS PETR	GREASE-WATER	1333549-	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	50.11	50.11
Total 1333549:											
11/16	11/23/2016	98968	8769		REIM FOR USING PERSONAL V	112116	1	1000-417-10-46	SUPPLIES-GENERAL	46.66	46.66
Total 112116:											
11/16	11/23/2016	98969	257	FOREST OFFICE EQUIP	COPY PAPER-PW	639	1	7620-430-10-46	SUPPLIES-GENERAL	254.02	254.02
Total 639:											
11/16	11/23/2016	98970	265	FRONTIER	257-0315 AWOS AIRPORT	0315 111516	1	7201-430-81-45	COMMUNICATIONS	42.42	42.42
Total 0315 111516:											
11/16	11/23/2016	98970	265	FRONTIER	257-1000 DSL SERVICE	1000 110516	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
11/16	11/23/2016	98970	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 110516	2	7401-430-62-45	COMMUNICATIONS	24.15	24.15
11/16	11/23/2016	98970	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 110516	3	7110-430-42-45	COMMUNICATIONS	24.15	24.15
11/16	11/23/2016	98970	265	FRONTIER	257-1000 ADMIN FAX	1000 110516	4	1000-413-20-45	COMMUNICATIONS	1.10	1.10
11/16	11/23/2016	98970	265	FRONTIER	257-1000 CITY CLERK FAX	1000 110516	5	1000-411-40-45	COMMUNICATIONS	1.10	1.10
11/16	11/23/2016	98970	265	FRONTIER	257-1000 ADMIN	1000 110516	6	1000-413-20-45	COMMUNICATIONS	3.68	3.68
11/16	11/23/2016	98970	265	FRONTIER	257-1000 CITY CLERK	1000 110516	7	1000-411-40-45	COMMUNICATIONS	2.09	2.09
11/16	11/23/2016	98970	265	FRONTIER	257-1000 FINANCE	1000 110516	8	1000-415-10-45	COMMUNICATIONS	2.09	2.09
11/16	11/23/2016	98970	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 110516	9	1000-419-10-45	COMMUNICATIONS	2.09	2.09
11/16	11/23/2016	98970	265	FRONTIER	257-1000 CITY HALL	1000 110516	10	1000-419-10-45	COMMUNICATIONS	236.01	236.01

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	1000	110516:							441.46	441.46
11/16	11/23/2016	98970	265	FRONTIER	257-1033 PARKS	1033 110516	1	1000-452-20-45	COMMUNICATIONS	225.19	225.19
	Total	1033	110516:							225.19	225.19
11/16	11/23/2016	98970	265	FRONTIER	257-1041 ADMIN-PW	1041 110516	1	7620-430-10-45	COMMUNICATIONS	291.62	291.62
	Total	1041	110516:							291.62	291.62
11/16	11/23/2016	98970	265	FRONTIER	257-1051 PMW STREETS	1051 110516	1	7620-430-10-45	COMMUNICATIONS	36.94	36.94
	Total	1051	110516:							36.94	36.94
11/16	11/23/2016	98970	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 111016	1	7401-430-62-45	COMMUNICATIONS	35.17	35.17
	Total	1182	111016:							35.17	35.17
11/16	11/23/2016	98970	265	FRONTIER	252-1182 WATER SCADA	1182-1 111016	1	7110-430-42-45	COMMUNICATIONS	323.92	323.92
	Total	1182-1	111016:							323.92	323.92
11/16	11/23/2016	98970	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 110516	1	1000-417-10-45	COMMUNICATIONS	64.07	64.07
	Total	2960	110516:							64.07	64.07
11/16	11/23/2016	98970	265	FRONTIER	257-3292 MUSEUM	3292 111016	1	1000-451-80-45	COMMUNICATION	113.19	113.19
	Total	3292	111016:							113.19	113.19
11/16	11/23/2016	98970	265	FRONTIER	252-4247 LASSEN CO AIR POLL	4247 111016	1	7620-430-11-45	COMMUNICATIONS	168.54	168.54
	Total	4247	111016:							168.54	168.54
11/16	11/23/2016	98970	265	FRONTIER	257-4725 CITY HALL FAX	4725 111516	1	1000-419-10-45	COMMUNICATIONS	40.62	40.62
11/16	11/23/2016	98970	265	FRONTIER	257-4725 CITY HALL FAX	4725 111516	2	1000-415-10-45	COMMUNICATIONS	40.62	40.62

Check Issue Dates: 11/23/2016 - 11/23/2016

Nov 23, 2016 10:40AM

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
										81.24	81.24
										881.96	881.96
										881.96	881.96
										280.51	280.51
										280.51	280.51
										268.00	268.00
										268.00	268.00
										1,200.00	1,200.00
										1,200.00	1,200.00
										13.95	13.95
										13.95	13.95
										12.49	12.49
										12.49	12.49
										7.15	7.15
										7.15	7.15
										41.25	41.25
										41.25	41.25
										41.25	41.25
										41.25	41.25

Check Issue Dates: 11/23/2016 - 11/23/2016

Nov 23, 2016 10:40AM

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
11/16	11/23/2016	98976	5027		ISSUED PERMIT IN ERROR	111416	1	1000-424-20-32	BUILDING PERMITS	103.00	103.00
Total 111416:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	FUEL FILTER #239-SNOW	264183	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	3.62	3.62
Total 264183:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	BUNGY CHORDS-STREETS	264198	1	2006-431-25-46	SUPPLIE - GENERAL	108.04	108.04
Total 264198:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	GREASE GUN-STREETS	264264	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	8.06	8.06
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	GREASE GUN-WATER	264264	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	13.79	13.79
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	GREASE GUN-GAS	264264	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	10.39	10.39
Total 264264:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	OIL #70-GAS	264576	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	19.88	19.88
Total 264576:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	HYD. FITTING-WATER	264594	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	12.69	12.69
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	HYD. FITTING-GAS	264594	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	9.55	9.55
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	HYD. FITTING-STREETS	264594	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	7.41	7.41
Total 264594:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	WARRANTY ADJUSTMENT #330	264726	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	120.06-	120.06-
Total 264726:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	HYD. FITTING #332-STREETS	264727	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.61	5.61
Total 264727:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	FUEL FILTER #237-SNOW	264815	1	2006-431-25-44	REPAIR & MAINT - VEHICLE	3.62	3.62

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 264815:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	PARTS #332-STREETS	264839	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	84.31	84.31
Total 264839:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	OIL & FILTER #332-STREETS	264943	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	15.44	15.44
Total 264943:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	TOOLS-GAS	264963	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	17.68	17.68
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	TOOLS-STREETS	264963	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	13.72	13.72
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	TOOLS-WATER	264963	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	23.49	23.49
Total 264963:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	PARTS #332-STREETS	264964	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	108.36	108.36
Total 264964:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	GREASE FITTING-STREETS	264988	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	.75	.75
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	GREASE FITTING-GAS	264988	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	1.00	1.00
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	GREASE FITTING-WATER	264988	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	2.00	2.00
Total 264988:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	SUPPLIES-GC	265176	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	181.32	181.32
Total 265176:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	WELDING ROD #332-STREETS	265382	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	4.59	4.59
Total 265382:											
11/16	11/23/2016	98977	411	LASSEN MOTOR PARTS	FILTER KIT #61-GAS	265390	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	21.95	21.95
Total 265390:											

Check Issue Dates: 11/23/2016 - 11/23/2016

Nov 23, 2016 10:40AM

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
										44.49	44.49
										44.49	44.49
										600.00	600.00
										600.00	600.00
										50.93	50.93
										125.00	125.00
										125.00	125.00
										250.00	250.00
										60.00	60.00
										60.00	60.00
										158.10	158.10
										21.31	21.31
										21.31	21.31
										31.62	31.62
										190.13	190.13
										44.49	44.49
										600.00	600.00
										600.00	600.00
										50.93	50.93
										125.00	125.00
										125.00	125.00
										250.00	250.00
										60.00	60.00
										60.00	60.00
										158.10	158.10
										21.31	21.31
										21.31	21.31
										31.62	31.62
										190.13	190.13

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 14039 110416:								190.13	190.13
11/16	11/23/2016	98983	437	LMUD	STREET LIGHTS	14041 110416	1	2007-431-60-46	ELECTRICITY	3,528.33	3,528.33
		Total 14041 110416:								3,528.33	3,528.33
11/16	11/23/2016	98983	437	LMUD	SOUTH ST - PW OFFICE	14590 102816	1	7620-430-10-46	ELECTRICITY	327.46	327.46
		Total 14590 102816:								327.46	327.46
11/16	11/23/2016	98983	437	LMUD	S GAY ST LIGHTS-STREETS	24323 110416	1	2007-431-60-46	ELECTRICITY	39.91	39.91
		Total 24323 110416:								39.91	39.91
11/16	11/23/2016	98983	437	LMUD	66 N LASSEN ST	2466 110416	1	1000-417-10-46	ELECTRICITY	548.02	548.02
		Total 2466 110416:								548.02	548.02
11/16	11/23/2016	98983	437	LMUD	N WEATHERLOW ST TENNIS S	24661 110416	1	1000-452-20-46	ELECTRICITY	20.00	20.00
		Total 24661 110416:								20.00	20.00
11/16	11/23/2016	98983	437	LMUD	STREET LIGHTS	2467 110416	1	2007-431-60-46	ELECTRICITY	1,556.57	1,556.57
		Total 2467 110416:								1,556.57	1,556.57
11/16	11/23/2016	98983	437	LMUD	CADY SPRINGS	26784 102816	1	7110-430-42-46	ELECTRICITY	32.06	32.06
		Total 26784 102816:								32.06	32.06
11/16	11/23/2016	98983	437	LMUD	65 N WEATHERLOW ST PARK	2865 110416	1	1000-452-20-46	ELECTRICITY	68.53	68.53
		Total 2865 110416:								68.53	68.53
11/16	11/23/2016	98983	437	LMUD	65 N WEATHERLOW ST-MUSEU	2866 110416	1	1000-451-80-46	ELECTRICITY	22.47	22.47
		Total 2866 110416:								22.47	22.47

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	
11/16	11/23/2016	98983	437	LMUD	65 N WEATHERLOW ST COMM	2867 110416	1	1000-452-20-46	ELECTRICITY	33.52	33.52	
		Total 2867 110416:										
11/16	11/23/2016	98983	437	LMUD	N WEATHERLOW ST TENNIS C	2870 110416	1	1000-452-20-46	ELECTRICITY	34.68	34.68	
		Total 2870 110416:										
11/16	11/23/2016	98983	437	LMUD	NORTH ST BALL PARK-MEM FI	2873 110416	1	1000-452-20-46	ELECTRICITY	30.46	30.46	
		Total 2873 110416:										
11/16	11/23/2016	98983	437	LMUD	SKYLINE DR WELL 4-WATER	29931 111016	1	7110-430-42-46	ELECTRICITY	26.54	26.54	
		Total 29931 111016:										
11/16	11/23/2016	98983	437	LMUD	HARRIS DR & HWY 36-WATER	30658 110416	1	7110-430-42-46	ELECTRICITY	304.77	304.77	
		Total 30658 110416:										
11/16	11/23/2016	98983	437	LMUD	RICHMOND RD BRIDGE	35094 102816	1	2007-431-60-46	ELECTRICITY	244.23	244.23	
		Total 35094 102816:										
11/16	11/23/2016	98983	437	LMUD	720 SOUTH EMULSION TANK-P	38646 102816	1	7620-430-10-46	ELECTRICITY	20.00	20.00	
		Total 38646 102816:										
11/16	11/23/2016	98983	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 110416	1	2007-431-60-46	ELECTRICITY	215.07	215.07	
		Total 43511 110416:										
11/16	11/23/2016	98983	437	LMUD	115 N WEATHERLOW ST MUSE	43866 110416	1	1000-451-80-46	ELECTRICITY	48.92	48.92	
		Total 43866 110416:										
11/16	11/23/2016	98983	437	LMUD	N PINE & COOK - SCADA-WATE	44153 110416	1	7110-430-42-46	ELECTRICITY	23.93	23.93	

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 44153 110416:								23.93	23.93
11/16	11/23/2016	98983	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 111016	1	7110-430-42-46	ELECTRICITY	26.39	26.39
		Total 44298 111016:								26.39	26.39
11/16	11/23/2016	98983	437	LMUD	PAIUTE LN SCADA-WATER	44316 111016	1	7110-430-42-46	ELECTRICITY	24.51	24.51
		Total 44316 111016:								24.51	24.51
11/16	11/23/2016	98983	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 111016	1	7110-430-42-46	ELECTRICITY	53.71	53.71
		Total 45542 111016:								53.71	53.71
11/16	11/23/2016	98983	437	LMUD	QUARRY ST LIGHTS-STREET	49500 110416	1	2007-431-60-46	ELECTRICITY	58.49	58.49
		Total 49500 110416:								58.49	58.49
11/16	11/23/2016	98983	437	LMUD	MAIN & FOSS SIGNAL LIGHTS-	49501 110416	1	2007-431-60-46	ELECTRICITY	177.93	177.93
		Total 49501 110416:								177.93	177.93
11/16	11/23/2016	98983	437	LMUD	SPRING RIDGE BOOSTER-WAT	55754 102816	1	7110-430-42-46	ELECTRICITY	639.52	639.52
		Total 55754 102816:								639.52	639.52
11/16	11/23/2016	98983	437	LMUD	NORTH ST PARK LITES MEM FI	9283 110416	1	1000-452-20-46	ELECTRICITY	223.41	223.41
		Total 9283 110416:								223.41	223.41
11/16	11/23/2016	98983	437	LMUD	GEO PUMP #1	9297 110416	1	7301-430-52-46	ELECTRICITY	180.99	180.99
		Total 9297 110416:								180.99	180.99
11/16	11/23/2016	98983	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 110416	1	1000-466-30-46	ELECTRICITY	20.00	20.00
		Total 94811 110416:								20.00	20.00

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
11/16	11/23/2016	98983	437	LMUD	GEO PUMP #2	9503 102816	1	7301-430-52-46	ELECTRICITY	35.84	35.84
Total 9503 102816:											
11/16	11/23/2016	98983	437	LMUD	HOSPITAL LN-GEO	9963 102816	1	7301-430-52-46	ELECTRICITY	20.58	20.58
Total 9963 102816:											
11/16	11/23/2016	98984	1508	MAIN STREET LUBE	OIL & FILTER #61-GAS	9379	1	7401-430-62-46	SUPPLIES-GENERAL	61.84	61.84
Total 9379:											
11/16	11/23/2016	98985	8765		REFUND GAS DEPOSIT	10114180008	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
11/16	11/23/2016	98985	8765		REFUND GAS OVERPAYMENT	10114180008	2	9999-1001-001	CASH CLEARING - UTILITIES	22.64	22.64
Total 10114180008:											
11/16	11/23/2016	98986	480	MINERS & PISANI INC	GAS METERS-GAS	209544	1	7401-430-63-47	MACHINERY & EQUIPMENT	2,020.03	2,020.03
Total 209544:											
11/16	11/23/2016	98986	480	MINERS & PISANI INC	GAS METERS-GAS	21134	1	7401-430-62-46	SUPPLIES-GENERAL	489.21	489.21
Total 21134:											
11/16	11/23/2016	98987	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE 10	746143	1	7401-430-62-43	TECHNICAL SVCS	50.23	50.23
11/16	11/23/2016	98987	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE 10	746143	2	7110-430-42-43	TECHNICAL SVCS	50.22	50.22
Total 746143:											
11/16	11/23/2016	98988	534	OTIS ELEVATOR COMPA	12/15-11/16 YRLY SVC CONTRA	05066C16	1	1000-417-10-43	TECHNICAL SVCS	3,269.70	3,269.70
11/16	11/23/2016	98988	534	OTIS ELEVATOR COMPA	12/15-11/16 YRLY SVC CONTRA	05066C16	2	1000-1430-105	PREPAID - OTHER	2,335.48	2,335.48
Total 05066C16:											
11/16	11/23/2016	98989	8760		REFUND GAS DEPOSIT	10520230012	1	7401-2228-000	DEPOSITS-CUSTOMER	163.57	163.57
Total 10520230012:											

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
11/16	11/23/2016	98990	563	POULSEN WELDING SHO	GAS ROCK WHEEL STAND #17	3015	1	7401-430-62-46	SUPPLIES-GENERAL	2,042.50	2,042.50
Total 3015:											
11/16	11/23/2016	98990	563	POULSEN WELDING SHO	GAS ROCK WHEEL STAND #17	3016	1	7401-430-62-46	SUPPLIES-GENERAL	2,042.50	2,042.50
Total 3016:											
11/16	11/23/2016	98990	563	POULSEN WELDING SHO	REPAIRS- GAS	3045	1	7401-430-62-46	SUPPLIES-GENERAL	19.35	19.35
11/16	11/23/2016	98990	563	POULSEN WELDING SHO	REPAIRS- WATER	3045	2	7110-430-42-46	SUPPLIES-GENERAL	75.25	75.25
11/16	11/23/2016	98990	563	POULSEN WELDING SHO	REPAIRS- STREETS	3045	3	2007-431-20-44	REPAIR AND MAINTENANCE-MI	48.38	48.38
Total 3045:											
11/16	11/23/2016	98991	1462	PURVIS CONSULTING	INTERIM BUILDING OFFICIAL 9/	103116	1	1000-424-20-43	TECHNICAL SVCS	4,251.25	4,251.25
11/16	11/23/2016	98991	1462	PURVIS CONSULTING	INTERIM BUILDING OFFICIAL 1	103116	2	1000-424-20-43	TECHNICAL SVCS	3,812.50	3,812.50
Total 103116:											
11/16	11/23/2016	98992	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	1686633	1	7620-430-10-46	SUPPLIES-GENERAL	30.06	30.06
Total 1686633:											
11/16	11/23/2016	98992	572	QUILL CORPORATION	OFFICE SUPPLIES-GC	9809571	1	7530-451-55-46	SUPPLIES - GENERAL	69.42	69.42
Total 9809571:											
11/16	11/23/2016	98993	1562	R.E.Y ENGINEERS INC	STIP PROJECT NO 3492-STREE	15585	1	2007-431-39-43	PROFESSIONAL SERVICES	2,301.52	2,301.52
Total 15585:											
11/16	11/23/2016	98994	1200	RADAR SHOP INC. THE	RECEPRTIFIED RADAR UNIT	8560	1	1000-421-10-44	RADAR - REPAIR & MAINTENAN	419.00	419.00
Total 8560:											
11/16	11/23/2016	98995	592	REYNOLDS & RAYMOND	REPAIR #55-WATER	11712	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	1,145.20	1,145.20
Total 11712:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/16	11/23/2016	98996	8766		REFUND GAS OVERPAYMENT	10436250022	1	9999-1001-001	CASH CLEARING - UTILITIES	211.03	211.03
Total 10436250022:											
11/16	11/23/2016	98997	8763		REFUND GAS DEPOSIT	10306901516	1	7401-2228-000	DEPOSITS-CUSTOMER	163.94	163.94
Total 10306901516:											
11/16	11/23/2016	98998	8257		TR EX	1127/16-11/30/1	1	1000-421-10-45	TRAINING	224.00	224.00
Total 111416:											
11/16	11/23/2016	98999	8673	S.T. RHOADES CONSTR	STIP SC-2	11/15/16	1	2007-431-32-44	CONSTRUCTION SERVICES	226,133.20	226,133.20
Total 11/15/16:											
11/16	11/23/2016	98999	8673	S.T. RHOADES CONSTR	STIP SC-3	111516-1	1	2007-431-33-44	CONSTRUCTION SERVICES	345,428.50	345,428.50
Total 111516-1:											
11/16	11/23/2016	99000	1361	SAFARILAND, LLC	TACTICAL VEST COVERS	16-120924	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	520.30	520.30
Total 16-120924:											
11/16	11/23/2016	99001	8768		REFUND GAS DEPOSIT	10288880007	1	7401-2228-000	DEPOSITS-CUSTOMER	91.46	91.46
Total 10288880007:											
11/16	11/23/2016	99002	8767		REFUND WATER OVERPAYME	10523100000	1	9999-1001-001	CASH CLEARING - UTILITIES	91.99	91.99
Total 10523100000:											
11/16	11/23/2016	99003	8713	SUSANVILLE AUTO CEN	REPAIRS-AIR POLLUTION	326515	1	7620-430-11-44	VEHICLE REPAIR & MAINTENA	366.15	366.15
Total 326515:											
11/16	11/23/2016	99004	806	SUSANVILLE AVIATION	FUEL-FD	3277	1	1000-422-10-46	GASOLINE	77.19	77.19

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 3277:											
11/16	11/23/2016	99005	677	SUSANVILLE SANITARY	1505 MAIN	2064 110116	1	1000-422-10-44	SEWER	52.00	52.00
Total 2064 110116:											
11/16	11/23/2016	99006	7907	SWRCB	WATER SYSTEM FEE 7/1/2015-	LW-1007430	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	11,158.06	11,158.06
Total LW-1007430:											
11/16	11/23/2016	99007	712	TNS TRUCKING CO	BASE ROCK & SAND-GAS	2570	1	7401-430-62-46	SUPPLIES-GENERAL	132.58	132.58
11/16	11/23/2016	99007	712	TNS TRUCKING CO	BASE ROCK & SAND-STREETS	2570	2	2007-431-20-46	SUPPLIES-GENERAL	132.59	132.59
11/16	11/23/2016	99007	712	TNS TRUCKING CO	BASE ROCK & SAND-WATER	2570	3	7110-430-42-46	SUPPLIES-GENERAL	132.58	132.58
Total 2570:											
11/16	11/23/2016	99008	8761		REFUND WATER DEPOSIT	10115400010	1	7110-2228-000	DEPOSITS-CUSTOMER	16.66	16.66
Total 10115400010:											
11/16	11/23/2016	99009	530	U.S. BANK EQUIPMENT F	COPIER-FIRE	316998616	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	321.92	321.92
Total 316998616:											
11/16	11/23/2016	99010	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9774542871	1	7620-430-11-45	COMMUNICATIONS	54.01	54.01
11/16	11/23/2016	99010	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9774542871	2	1000-424-20-45	COMMUNICATIONS	.22	.22
11/16	11/23/2016	99010	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9774542871	3	1000-452-20-45	COMMUNICATIONS	28.54	28.54
11/16	11/23/2016	99010	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9774542871	4	7620-430-10-45	COMMUNICATIONS	357.77	357.77
Total 9774542871:											
11/16	11/23/2016	99010	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE	9774543232	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02
Total 9774543232:											
11/16	11/23/2016	99011	1398	WAGE WORKS	MONTHLY ADMIN FEE 11/16	125A10498036	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00

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 125A10498036:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66807543	1	7401-430-62-46	SUPPLIES-GENERAL	151.58	151.58
Total 66807543:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES- WATER	66808436	1	7110-430-42-46	SUPPLIES-GENERAL	407.96	407.96
Total 66808436:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	HYDRANT PARTS-FD	66814940	1	1000-422-10-44	HYDRANTS - REPAIR & MAINTN	151.28	151.28
Total 66814940:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66816823	1	7401-430-62-46	SUPPLIES-GENERAL	334.33	334.33
Total 66816823:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-WATER	66818341	1	7110-430-42-46	SUPPLIES-GENERAL	566.42	566.42
Total 66818341:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES- WATER	66819070	1	7110-430-42-46	SUPPLIES-GENERAL	102.81	102.81
Total 66819070:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66821899	1	7401-430-62-46	SUPPLIES-GENERAL	13.36	13.36
Total 66821899:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66822337	1	7401-430-62-46	SUPPLIES-GENERAL	84.25	84.25
Total 66822337:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	HYDRANT PARTS-FD	66823538	1	1000-422-10-44	HYDRANTS - REPAIR & MAINTN	36.96	36.96
Total 66823538:											

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
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-WATER	66825565	1	7110-430-42-46	SUPPLIES-GENERAL	75.42	75.42
Total 66825565:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-GAS	66828385	1	7401-430-62-46	SUPPLIES-GENERAL	69.34	69.34
Total 66828385:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-GAS	66828409	1	7401-430-62-46	SUPPLIES-GENERAL	190.98	190.98
Total 66828409:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-GAS	66828855	1	7401-430-62-46	SUPPLIES-GENERAL	262.52	262.52
Total 66828855:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-WATER	66832746	1	7110-430-42-46	SUPPLIES-GENERAL	223.88	223.88
Total 66832746:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-GAS	66833022	1	7401-430-62-46	SUPPLIES-GENERAL	24.14	24.14
Total 66833022:											
11/16	11/23/2016	99012	770	WESTERN NEVADA SUP	SUPPLIES-GAS	CM66816823	1	7401-430-62-46	SUPPLIES-GENERAL	96.62-	96.62-
Total CM66816823:											
11/16	11/23/2016	99013	7504	CARL MOYER GRANT		111716	1	8405-430-10-48	GRANTS	35,000.00	35,000.00
Total 111716:											
11/16	11/23/2016	99014	8762	REFUND GAS DEPOSIT		10245050008	1	7401-2228-000	DEPOSITS-CUSTOMER	35.74	35.74
Total 10245050008:											
Grand Totals:										680,450.66	680,450.66

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
11/04/2016	CDPT	11/23/2016	1	STATE OF CALIFORNIA	42	7650-2203-0	141.00-
11/18/2016	CDPT	11/23/2016	574	CITY OF SUSANVILLE PA	1	7650-2203-1	6,618.33-
11/18/2016	CDPT	11/23/2016	574	CITY OF SUSANVILLE PA	1	7650-2203-1	6,618.33-
11/18/2016	CDPT	11/23/2016	574	CITY OF SUSANVILLE PA	1	7650-2203-1	2,183.78-
11/18/2016	CDPT	11/23/2016	574	CITY OF SUSANVILLE PA	1	7650-2203-1	2,183.78-
11/18/2016	CDPT	11/23/2016	574	CITY OF SUSANVILLE PA	1	7650-2203-1	17,317.56-
11/18/2016	CDPT	11/23/2016	575	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,935.14-
11/18/2016	CDPT	11/23/2016	576	EMPLOYMENT DEV DEP	7	7650-2203-1	1,233.76-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	1000-422-10-	231.68
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	1,792.64-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	4,722.52-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	2,113.42-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	2,474.12-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	814.19-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	1,403.28-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	132.62-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	87.57-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	890.84-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	934.32-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	1,513.94-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	1,590.58-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	832.58-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	874.73-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	16.00-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	4,028.17-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	909.94-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	2,113.42-
11/18/2016	CDPT	11/23/2016	577	P.E.R.S.	8	7650-2203-1	16.00-
11/04/2016	CDPT	11/23/2016	578	LABORERS TRUST FUND	9	7650-2203-1	952.50-
11/18/2016	CDPT	11/23/2016	578	LABORERS TRUST FUND	9	7110-430-42-	1,111.00-
11/18/2016	CDPT	11/23/2016	578	LABORERS TRUST FUND	9	7650-2203-1	1,107.50-
11/18/2016	CDPT	11/23/2016	578	LABORERS TRUST FUND	9	7650-2203-1	69,090.00-
11/18/2016	CDPT	11/23/2016	578	LABORERS TRUST FUND	9	7650-2203-1	46.00
11/04/2016	CDPT	11/23/2016	98932	AFLAC	14	8403-2239-0	341.32-
11/04/2016	CDPT	11/23/2016	98932	AFLAC	14	7650-2203-0	120.61-
11/18/2016	CDPT	11/23/2016	98932	AFLAC	14	8403-2239-0	341.32-
11/18/2016	CDPT	11/23/2016	98932	AFLAC	14	7650-2203-0	120.61-
11/18/2016	CDPT	11/23/2016	98934	CA STATE DISBURSEME	36	7650-2203-0	103.84-
11/18/2016	CDPT	11/23/2016	98935	CA STATE DISBURSEME	37	7650-2203-0	69.23-
11/04/2016	CDPT	11/23/2016	98936	GOLDEN ONE CREDIT U	12	7650-2203-0	592.50-
11/18/2016	CDPT	11/23/2016	98936	GOLDEN ONE CREDIT U	12	7650-2203-0	592.50-
11/18/2016	CDPT	11/23/2016	98937	JEFFERSON PILOT FINA	22	7110-430-42-	4.10-
11/18/2016	CDPT	11/23/2016	98937	JEFFERSON PILOT FINA	22	7650-2203-1	135.92-
11/18/2016	CDPT	11/23/2016	98937	JEFFERSON PILOT FINA	22	7650-2203-1	172.63-
11/18/2016	CDPT	11/23/2016	98937	JEFFERSON PILOT FINA	22	1000-422-10-	1.62-
11/18/2016	CDPT	11/23/2016	98938	NATIONWIDE RETIREME	5	7650-2203-0	965.00-
11/04/2016	CDPT	11/23/2016	98939	NEW IMAGE RACQUETB	30	7650-2203-0	115.00-
11/18/2016	CDPT	11/23/2016	98939	NEW IMAGE RACQUETB	30	7650-2203-0	115.00-
11/04/2016	CDPT	11/23/2016	98941	PRE-PAID LEGAL SERVI	13	7650-2203-0	491.54-
11/18/2016	CDPT	11/23/2016	98941	PRE-PAID LEGAL SERVI	13	7650-2203-0	413.78
11/18/2016	CDPT	11/23/2016	98941	PRE-PAID LEGAL SERVI	13	7650-2203-0	525.44-
11/18/2016	CDPT	11/23/2016	98942	ST OF CA FRANCHISE T	18	7650-2203-0	434.68-
11/18/2016	CDPT	11/23/2016	98943	STATE FRANCHISE TAX	26	7650-2203-0	80.13-
11/18/2016	CDPT	11/23/2016	98944	STATE OF CALIF FRAN T	41	7650-2203-0	25.00-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
11/18/2016	CDPT	11/23/2016	98946	JPEC, LOCAL 792	10	7650-2203-1	1,957.50-
11/18/2016	CDPT	11/23/2016	98947	VALIC	4	7650-2203-0	1,817.62-
11/18/2016	CDPT	11/23/2016	98948	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
11/18/2016	CDPT	11/23/2016	98949	BLUE SHIELD OF CALIFO	38	7401-430-62-	40.09
11/18/2016	CDPT	11/23/2016	98949	BLUE SHIELD OF CALIFO	38	7650-2203-1	64.47-
11/18/2016	CDPT	11/23/2016	98949	BLUE SHIELD OF CALIFO	38	7650-2203-1	177.51-
11/18/2016	CDPT	11/23/2016	98949	BLUE SHIELD OF CALIFO	38	7650-2203-1	64.47-
11/04/2016	CDPT	11/23/2016	98950	OPERATING ENGINEERS	11	7650-2203-0	630.80-
11/18/2016	CDPT	11/23/2016	98950	OPERATING ENGINEERS	11	7401-430-62-	5.00
11/18/2016	CDPT	11/23/2016	98950	OPERATING ENGINEERS	11	7650-2203-0	630.80-
11/18/2016	CDPT	11/23/2016	98950	OPERATING ENGINEERS	11	7650-2203-0	37.60
Grand Totals:			65				150,732.57-

Report Criteria:

Transmittal checks included

Report Criteria:

Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
11/04/2016	CDPT	11/08/2016	570	CITY OF SUSANVILLE PA	1	7650-2203-1	6,485.81-
11/04/2016	CDPT	11/08/2016	570	CITY OF SUSANVILLE PA	1	7650-2203-1	6,485.81-
11/04/2016	CDPT	11/08/2016	570	CITY OF SUSANVILLE PA	1	7650-2203-1	2,130.66-
11/04/2016	CDPT	11/08/2016	570	CITY OF SUSANVILLE PA	1	7650-2203-1	2,130.66-
11/04/2016	CDPT	11/08/2016	570	CITY OF SUSANVILLE PA	1	7650-2203-1	17,013.92-
11/04/2016	CDPT	11/08/2016	571	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,922.92-
11/04/2016	CDPT	11/08/2016	572	EMPLOYMENT DEV DEP	7	7650-2203-1	1,213.52-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	1000-421-10-	400.26-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	2,549.22-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	5,142.43-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	2,337.08-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	2,735.94-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	379.81-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	1,585.97-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	132.62-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	87.57-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	686.47-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	719.97-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	1,561.72-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	1,640.78-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	815.21-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	856.48-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	16.00-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	4,754.25-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	1,065.99-
11/04/2016	CDPT	11/08/2016	573	P.E.R.S.	8	7650-2203-1	2,337.08-
11/04/2016	CDPT	11/08/2016	98840	CA STATE DISBURSEME	36	7650-2203-0	103.84-
11/04/2016	CDPT	11/08/2016	98841	CA STATE DISBURSEME	37	7650-2203-0	69.23-
11/04/2016	CDPT	11/08/2016	98842	NATIONWIDE RETIREME	5	7650-2203-0	930.00-
11/04/2016	CDPT	11/08/2016	98843	ST OF CA FRANCHISE T	18	7650-2203-0	434.68-
11/04/2016	CDPT	11/08/2016	98844	STATE OF CALIF FRAN T	41	7650-2203-0	25.00-
11/04/2016	CDPT	11/08/2016	98846	VALIC	4	7650-2203-0	1,917.62-
11/04/2016	CDPT	11/08/2016	98847	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
11/04/2016	CDPT	11/08/2016	98849	STATE FRANCHISE TAX	26	7650-2203-0	80.13-
Grand Totals:			34				73,810.65-

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
11/16	11/09/2016	98850	728	U S POSTMASTER	GAS BILLING POSTAGE	110916	1	7401-430-62-46	POSTAGE	80.86	80.86
11/16	11/09/2016	98850	728	U S POSTMASTER	WATER BILLING POSTAGE	110916	2	7110-430-42-46	POSTAGE	156.96	156.96
Total 110916:										237.82	237.82
Grand Totals:										237.82	237.82

Reviewed by: KA City Administrator
 City Attorney

 Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Deborah Savage, Finance Manager

Action Date: December 7, 2016

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 October 2016.

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

October 31, 2016

POOLED CASH FUND	
Bank of America - Checking	250,336
LAIF	11,964,431
Total Cash & Investments	<u>12,214,766</u>

Pooled Cash Allocation:

General	764,462
General Fund Restricted	1,172,664
Special Revenue	917,999
Capital Projects	13,848
Debt Service	506,194
Enterprise:	
Airport	(17,741)
Geothermal	324,143
Golf Course	(20,889)
Natural Gas	4,088,542
Water	3,564,857
Internal Service	291,132
Trust & Agency	609,554
Total Cash & Inv. Allocations	<u>12,214,766</u>

CASH WITH FISCAL AGENTS

October 31, 2016

General	
Special Revenue	
Capital Projects	
Debt Service	291,637
Enterprise	2,446,710
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,738,347</u>

GRAND TOTAL	<u>14,953,113</u>
-------------	-------------------

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 OCTOBER 31, 2016

COMBINED ACCOUNTS

9999-1011-001	B OF A # 08038-80200	250,335.64
9999-1030-001	LAIF	11,964,430.64
	TOTAL COMBINED CASH AND INVESTMENTS	12,214,766.28
9999-1000-000	CLAIM ON CASH	(12,214,766.28)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	81,435.84
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,441.68
1004	ALLOCATION TO GF-PANCERA	18,264.06
1005	ALLOCATION TO GF-RESERVE ACCOUNT	972,968.39
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	29,085.46
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	36,571.48
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	26,896.90
2002	ALLOCATION TO STATE COPS	16,772.23
2006	ALLOCATION TO SNOW REMOVAL	57,804.04
2007	ALLOCATION TO STREETS & HIGHWAYS	(137,117.42)
2010	ALLOCATION TO STREET MITIGATION	23,829.99
2011	ALLOCATION TO POLICE MITIGATION	27,312.19
2012	ALLOCATION TO FIRE MITIGATION	113,532.45
2013	ALLOCATION TO PARK DEDICATION FUND	162,084.97
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109	26,391.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	100,973.40
2018	ALLOCATION TO HOME REVOLVING FUND	349,275.88
2030	ALLOCATION TO TRAFFIC SAFETY	76,948.45
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	96,662.08
2037	ALLOCATION TO SKYLINE BICYCLE LANE	7,530.06
4001	ALLOCATION TO MARK ROOS SERIES B/92	30,575.04
4003	ALLOCATION TO CITY HALL	29,947.03
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	471,083.65
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	(25,411.33)
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	224,193.75
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	61,561.55
7630	ALLOCATION TO RISK MANAGEMENT FUND	108,057.66
7650	ALLOCATION TO PAYROLL	(587.25)
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	8,063.13
8402	ALLOCATION TO LAFCO	22,498.08
8403	ALLOCATION TO SEC 125 & AFLAC	1,444.47
8404	ALLOCATION TO AIR POLLUTION	233,829.94
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	343,718.56
	ALLOCATIONS TO RESTRICTED FUNDS	8,406,712.41

UNRESTRICTED FUNDS

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 OCTOBER 31, 2016

1000	ALLOCATION TO GENERAL FUND	764,462.44
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	327,519.57
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	13,143.40
7201	ALLOCATION TO AIRPORT	(17,741.20)
7301	ALLOCATION TO GEOTHERMAL UTILITY	324,142.77
7401	ALLOCATION TO NATURAL GAS	2,281,467.25
7530	ALLOCATION TO GOLF COURSE	(20,888.85)
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	122,100.52
ALLOCATIONS TO UNRESTRICTED FUNDS		3,808,053.87
TOTAL ALLOCATIONS TO OTHER FUNDS		12,214,766.28
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000		(12,214,766.28)
ZERO PROOF IF ALLOCATIONS BALANCE		.00

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
10/3/2016				\$147,275.83
10/3/2016		-\$60.00		\$147,215.83
10/3/2016		-\$63.00		\$147,152.83
10/3/2016			\$57,903.15	\$205,055.98
10/3/2016			\$11,192.00	\$216,247.98
10/3/2016			\$213.49	\$216,461.47
10/3/2016			\$1,389.45	\$217,850.92
10/4/2016			\$2,038.82	\$219,889.74
10/4/2016		-\$15.00		\$219,874.74
10/4/2016		-\$5.76		\$219,868.98
10/4/2016		-\$8,360.01		\$211,508.97
10/4/2016		-\$2,596.15		\$208,912.82
10/4/2016		-\$461.55		\$208,451.27
10/4/2016		-\$1,256.00		\$207,195.27
10/4/2016		-\$155.11	\$27,703.41	\$234,743.57
10/4/2016			\$8,789.51	\$243,533.08
10/4/2016			\$719.35	\$244,252.43
10/5/2016			\$15,008.78	\$259,261.21
10/5/2016			\$4,821.01	\$264,082.22
10/6/2016		-\$39,677.01	\$187.00	\$224,592.21
10/6/2016		-\$25,668.00	\$23,841.94	\$222,766.15
10/6/2016			\$3,167.69	\$225,933.84
10/6/2016			\$273.48	\$226,207.32
10/7/2016			\$51,255.85	\$277,463.17
10/7/2016			\$6,371.46	\$283,834.63
10/7/2016			\$1,723.56	\$285,558.19
10/11/2016			\$590.60	\$286,148.79
10/11/2016			\$812.37	\$286,961.16
10/11/2016		-\$191.00		\$286,770.16
10/11/2016		-\$10.00		\$286,760.16
10/11/2016			\$55,334.14	\$342,094.30
10/11/2016			\$5,214.70	\$347,309.00
10/11/2016			\$475.57	\$347,784.57
10/11/2016		-\$105,700.15		\$242,084.42
10/12/2016		-\$12,259.98		\$229,824.44
10/12/2016		-\$39,303.95		\$190,520.49
10/12/2016		-\$5,809.52		\$184,710.97
10/12/2016		-\$1,379.64		\$183,331.33
10/12/2016		-\$27,279.49		\$156,051.84
10/12/2016		-\$3,142.69		\$152,909.15
10/12/2016			\$18,526.51	\$171,435.66
10/12/2016			\$3,695.67	\$175,131.33
10/12/2016			\$1,981.99	\$177,113.32
10/13/2016			\$679.74	\$177,793.06
10/13/2016			\$744.60	\$178,537.66
10/13/2016			\$15.56	\$178,553.22
10/13/2016			\$321.96	\$178,875.18
10/13/2016				\$178,875.18
10/13/2016				\$178,875.18
10/13/2016		-\$51,347.67		\$127,527.51
10/13/2016			\$12.08	\$127,539.59
10/13/2016			\$27,297.87	\$154,837.46
10/13/2016			\$2,262.94	\$157,100.40
10/14/2016				\$157,100.40
10/14/2016		-\$1,100.00		\$156,000.40
10/14/2016		-\$11.41	\$10,577.51	\$166,566.50
10/14/2016			\$2,527.63	\$169,094.13
10/14/2016			\$572.49	\$169,666.62
10/17/2016		-\$250.85		\$169,415.77
10/17/2016			\$34,824.33	\$204,240.10
10/17/2016			\$3,434.93	\$207,675.03
10/17/2016			\$46.00	\$207,721.03
10/17/2016		-\$3,140.23		\$204,580.80
10/17/2016		-\$793.39		\$203,787.41
10/18/2016			\$73.19	\$203,860.60
10/18/2016			\$247.92	\$204,108.52
10/18/2016			\$260.00	\$204,368.52

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
10/18/2016		-\$1,304.26		\$203,064.26
10/18/2016		-\$3,722.94		\$199,341.32
10/18/2016		-\$1,168.52		\$198,172.80
10/18/2016			\$29,903.68	\$228,076.48
10/18/2016			\$3,392.63	\$231,469.11
10/18/2016			\$151.11	\$231,620.22
10/19/2016			\$193,438.89	\$425,059.11
10/19/2016			\$2,492.38	\$427,551.49
10/19/2016			\$198.49	\$427,749.98
10/20/2016				\$427,749.98
10/20/2016			\$124.19	\$427,874.17
10/20/2016			\$230.06	\$428,104.23
10/20/2016			\$36.04	\$428,140.27
10/20/2016			\$119,700.00	\$547,840.27
10/20/2016		-\$436,261.29		\$111,578.98
10/20/2016			\$8,828.70	\$120,407.68
10/20/2016			\$5,623.19	\$126,030.87
10/20/2016			\$300.56	\$126,331.43
10/21/2016				\$126,331.43
10/21/2016			\$350.00	\$126,681.43
10/21/2016		-\$350.00		\$126,331.43
10/21/2016			\$19,446.59	\$145,778.02
10/21/2016			\$2,135.25	\$147,913.27
10/24/2016			\$37,254.57	\$185,167.84
10/24/2016			\$4,546.46	\$189,714.30
10/25/2016			\$19,806.28	\$209,520.58
10/25/2016			\$2,628.97	\$212,149.55
10/25/2016			\$1,229.53	\$213,379.08
10/26/2016			\$607.83	\$213,986.91
10/26/2016			\$69.80	\$214,056.71
10/26/2016			\$963.34	\$215,020.05
10/26/2016			\$122.56	\$215,142.61
10/26/2016			\$169.64	\$215,312.25
10/26/2016			\$3,006.75	\$218,319.00
10/26/2016		-\$60.00		\$218,259.00
10/26/2016			\$100,000.00	\$318,259.00
10/26/2016			\$6,611.09	\$324,870.09
10/26/2016			\$2,518.14	\$327,388.23
10/26/2016			\$75.00	\$327,463.23
10/27/2016		-\$99,208.16		\$228,255.07
10/27/2016		-\$10,186.46		\$218,068.61
10/27/2016		-\$36,596.35		\$181,472.26
10/27/2016		-\$5,281.75		\$176,190.51
10/27/2016		-\$1,295.17		\$174,895.34
10/27/2016		-\$26,588.48		\$148,306.86
10/27/2016		-\$10,488.45		\$137,818.41
10/27/2016		-\$72,215.00		\$65,603.41
10/27/2016			\$13.28	\$65,616.69
10/27/2016			\$11.28	\$65,627.97
10/27/2016			\$17.70	\$65,645.67
10/27/2016			\$34.82	\$65,680.49
10/27/2016			\$153.42	\$65,833.91
10/27/2016			\$227.08	\$66,060.99
10/27/2016			\$285.42	\$66,346.41
10/27/2016		-\$295.46		\$66,050.95
10/27/2016		-\$25.76	\$4,435.73	\$70,460.92
10/27/2016			\$1,965.83	\$72,426.75
10/28/2016			\$129.63	\$72,556.38
10/28/2016		-\$27,869.54		\$44,686.84
10/28/2016			\$34,626.49	\$79,313.33
10/28/2016			\$2,594.24	\$81,907.57
10/28/2016			\$164,648.11	\$246,555.68
10/31/2016			\$133.91	\$246,689.59
10/31/2016		-\$930.00		\$245,759.59
10/31/2016		-\$798.88	\$0.28	\$244,960.99
10/31/2016			\$5,374.65	\$250,335.64
10/31/2016				\$250,335.64

Unaudited
October

Fund #	Fund Title	Unaudited			Unaudited Fund Balance 10/31/2016
		6/30/16 Fund Balance	YTD Revenue	YTD Expenditures	
100X	General Fund	2,216,507	826,425	1,814,087	1,228,845
2002	State COPS	54,926	(11)	38,182	16,733
2006	Snow Removal	59,031	(55)	144	58,833
2007	Streets	364,856	399,362	758,396	5,821
2010	Street Mitigation	21,266	2,502	0	23,768
2011	Police Mitigation	24,006	3,257	0	27,262
2012	Fire Mitigation	108,250	5,077	0	113,327
2013	Park Dedication	167,632	(99)	2,079	165,454
2014	State of CA - Prop 30/AB 109	34,615	0	8,224	26,391
2016	State Comm. Dev. Rev.FD	1,444,781	(269)	222,230	1,222,282
2017	State Economic Rev. FD	Combined 2017 with 2016 for First-Time Homebuyers			
2018	Home Revolving Fund	766,391	10,377	0	776,769
2030	Traffic Safety	75,529	509	0	76,038
2035	Traffic Signals Fund	96,534	(56)	0	96,478
2037	Skyline Bicycle Lane	7,520	(4)	0	7,516
3015	City Hall Parking Lot	13,848	0	0	13,848
4001	Miller Fletcher	592,756	54	625	592,185
4003	City Hall Debt Service	52,244	45,008	67,305	29,947
4004	2013 CalPERS Refunding Loan	359,216	111,868	0	471,084
4005	Community Pool Debt Service	35,959	22,016	83,386	(25,411)
711X	Water Funds	1,192,257	1,045,236	777,548	1,459,945
7201	Airport	2,178,655	69,948	87,188	2,161,415
7301	Geothermal	572,581	25,439	19,012	579,007
740X	Natural Gas	(804,250)	464,929	1,177,031	(1,516,352)
7530	Golf Course	2,434,394	127,058	120,578	2,440,873
7620	PW Admin/Engineering	45,265	82,157	78,449	48,973
7630	Risk Management	412,361	236,238	509,742	138,857
8402	LAFCO	40,810	(27)	12,289	28,494
8404	Air Pollution	259,684	71,329	90,664	240,349
8405	Air Pollution - Carl Moyer	263,450	179,841	100,000	343,291
TOTALS		13,091,074	3,728,108	5,967,160	10,852,022

Reviewed by: SW City Administrator
 _____ City Attorney

_____ Motion only
 Public Hearing
 Resolution
 Ordinance
 _____ Information

Submitted by: Craig Sanders, City Planner

Action Date: December 7, 2016

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution 16-5290** and **Ordinance 16-1008** adopting a negative Declaration as the Environmental Document for File GZ 15-018 to amend the General Plan Land use Element Diagram and Rezone Assessor's Parcel Number 105-130-06 and Ordinance No. 16-1006 Standiford General Plan Amendment and Rezone File GZ 15-018

PRESENTED BY: Craig Sanders, City Planner

SUMMARY: This project involves a proposed amendment to the City of Susanville General Plan Land Use Element map to change the land use designation and zoning of a 2 acre parcel from Single Family Residential with an R-1 zoning to a designation of Duplex and Triplex Residential with an R-3 zoning as shown in the attached location exhibit. The site is located at 460 Russell Avenue and is currently developed with a single family dwelling which the applicant is planning to convert into a triplex.

The City Council previously heard this project on May 18, 2016 and recommended that a site development plan be developed and reviewed by the Planning Commission as part of the application so that the Council members and the public will know what is proposed to be built on the site. The applicant submitted a Use Permit and Architectural and Site Plan Review application which was heard by the Planning Commission on October 11th and October 25th. At the October 25th meeting the Commission voted unanimously to approve the proposed project layout and adopted Planning Commission Resolution 16-1043, attached. The approved plan calls for 30 dwelling units in the form of two triplex structures and six fourplex structures. The access driveway runs down the center of the property ending in a hammerhead turn-around. One of the triplex buildings will be two-stories as will all of the fourplex buildings. The fourplex units are designed in a townhouse style with the living area on the ground floor and bedrooms on the second floor which helps with privacy to adjacent properties. The full description and analysis of the project is included in the Planning Commission staff report, also attached.

Issues that were raised primarily by adjoining land owners at the first City Council meeting included increased traffic congestion, loss of privacy, increased noise, impacts to water pressure, increased crime and reduction in property values. Those issues were reviewed by the Planning Commission, particularly the traffic issue. Immediately after the last City Council Meeting the public works staff installed traffic counters on bot Russell Avenue and Paul Bunyan Avenue. The counters were in place for 7 days from May 31 to June 7 2016. The result of the traffic count showed that both street are operating at a level of service A (the most free flowing level) including peak hour which was typically from 2-3 p.m. The addition of 30 triplex and fourplex dwelling units would increase peak hour trips by approximately 22 trips raising the number from 124 to 146 on Russell Avenue this would still leave the level of service at A and far below the 300 trips needed to change the level of service to B for the peak hour. As a whole the Planning Commission found that privacy, increase in

crime, water pressure and noise impacts would be minimal and that the project could raise property values in the neighborhood.

The property takes access off of Russell Avenue from an existing driveway which serves the existing dwelling on-site. There is existing power, water and sewer to the property but the utilities will likely need to be upgraded/expanded to accommodate additional development.

ANALYSIS: The current R-1 zoning permits development of single family dwellings on individual lots that have a minimum size of 6,000 square feet at a maximum density of 7 dwelling units per acre. Given the width of the lot it is unlikely that the maximum density could be achieved when subdividing the property due to the need for an internal road. It is estimated that no more than 10 lots could be created with the existing zoning. That number would require approval of a 40 foot wide private road rather than a public road width.

The description of the Single Family Residential designation is as follows:

Single Family 0-7 DU/AC This designation allows for single family homes and manufactured homes on a minimum lot size of 6000 square feet. The maximum density is seven (7du/ac) dwelling units per acre. Manufactured homes shall be certified under the National Manufactured Housing Construction and Safety Standards Act of 1974 and be constructed on a foundation system, pursuant to Section 18551 of the Health and Safety Code, unless 10 years have elapsed between the date of the manufacture of the manufactured home in the affected zone subject to the provisions required in Government Code Section 65852.3.

The proposal would increase the density to 15 dwelling units per acre for a maximum of 30 dwelling units on the site. Under the R-3 zoning district dwelling units do not need to be on individual parcels and the need for an internal road to city standards would not be required, though internal circulation would still be necessary in the form of driveways. It is more feasible that the maximum density may be reached with this zoning particularly if two story structures are utilized. The description of the Duplex and Triplex designation is as follows:

Duplex and Triplex 0-15 DU/AC This designation invites flexibility in site design and type of unit. Although single family homes are allowed in limited circumstances, the majority of this designation allows for a variety of residential structure types that house more than one dwelling, as long as the maximum density does not exceed fifteen (15 du/ac) dwelling units per acre. Some low intensity fourplexes and multi-family development (in structures containing more than three (3) units) may be permitted through the use permit process where compatibility with adjacent development can be assured.

With the increased density would come additional traffic, noise, use of utilities, etc. The increase, however, can be accommodated by the existing infrastructure. The multi-family use of the property, while different than the adjacent single family uses, is not inherently incompatible. To assist with compatibility, the layout and design of the proposed structures resulted in only three dwellings directly facing single family zoned property.

The development of the site is proposed to occur in 5 phases. The first phase would be the conversion of the existing single family dwelling into a triplex. This can be accomplished without any additions to the structure. Phase 2 would be the construction of a new triplex near the Russell Avenue frontage. The structure is proposed to be the same architectural design as the existing triplex that fronts on Paul Bunyan Road just north of the subject property. Phase 3 is the

construction of two fourplex structures along with a temporary turn-around for emergency vehicles. Phase 4 adds two more fourplex structures and moves the temporary turn-around. Phase 5 completes the project with the final two fourplex structures and permanent hammerhead turn-around. Phase 2 must be started within 24 months and the final phase within 6 years.

There are no physical constraints with the property which would prevent the parcel from being developed at the proposed higher density. The site is level with adequate access and is rectangular in shape requiring no odd building configurations. The property is not in a floodplain or near any identified earthquake fault.

Approval of the request would increase the inventory of land suitable for multi-family development which could be used for low to moderate income housing to help fulfill the City's need for affordable housing, a goal of the City's Housing Element.

The Planning Commission reviewed this project at their meeting of April 12, 2016 and approved Resolution 16-1038 (attached) recommending that the City Council approve the project as presented with the environmental finding that the project will not have a significant effect on the environment and recommending the adoption of a Negative Declaration. Resolution 16-5290 adopts the environmental findings and amends the General Plan Land Use Element diagram to the requested designation.

CEQA The project was reviewed pursuant to the California Environmental Quality Act for potential significant impacts to the Environment. Staff prepared and initial study and Negative Declaration which is included as Attachment "A" to Resolution 16-5290. The initial study did not identify any potentially significant impacts of the project. A public review period for the environmental document ran from March 9, 2016 to April 8, 2016 and from August 30, 2016 to September 30, 2016.

FISCAL IMPACT: None at this time.

ACTION REQUESTED:

1. Motion to approve Resolution No. 16-5290 adopting a Negative Declaration as the Environmental Document for File GZ 15-018 to amend the General Plan Land Use Element Diagram and Rezone Assessor's Parcel Number 105-130-06
2. Motion to waive the first reading and introduce Ordinance No. 16-1008 approving zone change number GZ-15-018 for Larry Standiford Project amending the Zoning Map for the City of Susanville

ATTACHMENTS:

Location Exhibit
Resolution No. 16-5290
Ordinance No. 16-1008
Planning Commission Resolution 16-1038
Planning Commission Staff Report
Planning Commission Resolution 16-1043

RESOLUTION NO. 16-5290
A RESOLUTION OF THE SUSANVILLE CITY COUNCIL ADOPTING A NEGATIVE
DECLARATION AS THE ENVIRONMENTAL DOCUMENT FOR FILE GZ 15-018 TO
AMEND THE GENERAL PLAN LAND USE ELEMENT DIAGRAM AND REZONE
ASSESSOR'S PARCEL NUMBER 105-130-06

WHEREAS, the City of Susanville Planning Commission at a duly noticed public hearing held during its regular meeting of April 12, 2016, accepted public testimony and considered both written and verbal comments concerning the proposed Negative Declaration for the Standiford General Plan Amendment and Rezone to change the land use designation from Single Family Residential (0 to 7 dwellings per acre) to Duplex and Triplex Residential (0 to 15 dwellings per acre) and a rezone from R-1 to R-3; and

WHEREAS, the Planning Commission forwarded its recommendation to the City Council under Resolution number 16-1038; and

WHEREAS, the Susanville City Council conducted public hearings on May 18, 2016 and on December 7, 2016 and has considered the written information and verbal comments presented concerning the project and reviewed the environmental document for the General Plan Amendment and Rezone and finds the project will not have a significant effect on the environment; and

WHEREAS, the Initial Study notice of intent to adopt the Negative Declaration were distributed for public review from March 9, 2016 to April 8, 2016 and again from August 30, 2016 to September 30, 2016 pursuant to the provisions of Section 15073 of the California Environmental Quality Act; and

WHEREAS, the City Council based upon the recommendations of the Planning Commission and its own independent review, hereby makes the following findings of fact:

A. It has been determined that there is no substantial evidence that the project could have a significant effect on the environment. A Negative Declaration has, therefore, been prepared according to CEQA. Prior to approving this project, the City Council, utilizing its independent judgment, has reviewed and considered the information contained in the Negative Declaration and the Initial Study. In addition, the City Council considered comments during the public review process.

B. The Negative Declaration of Environmental Impact has been completed in compliance with CEQA, the State CEQA Guidelines, and the City's CEQA Procedures. The Negative Declaration adequately addresses the general environmental setting of the proposed project, its environmental impacts, alternatives, and mitigation measures (if applicable) related to each impact.

C. That the approval of the General Plan Amendment and Rezone to allow up to 30 multi-family units on the 2-acre project site complies with, and is supported by, the goals, polices and action programs of the Housing Element and Land Use Element of the General Plan, including, but not limited to the following:

Housing Variety

Goal 1: Provide a range of housing types.

Goal 2: Preserve and increase the existing supply of rental apartments.

Policy 1.1 The City shall encourage a mix of housing types including single family, multiple family and mobile homes.

Policy 1.3: The construction of housing on vacant (in-fill) land shall be encouraged.

Policy 1.4 Ensure that adequately residentially zoned land is available to accommodate the City's fair share of regional housing construction needs.

Housing Opportunity

Goal 1: Provide housing opportunities and promote the development of safe, sanitary and desirable housing for persons of all economic levels.

Goal 2: Insure a choice of housing types and locations to all persons regardless of race, sex, cultural origin, age, marital status or physical disability.

Goal 4: Provide a choice of affordable housing by location, type, price and tenure.

Policy 2.5: The City supports a free choice in housing.

Housing Quality

Goal 2: Enhance the residential quality and character of Susanville.

Policy 3.1: Promote efficient and environmentally sensitive residential development.

Policy 3.5: The City shall endeavor, through the development approval process, to insure that Susanville's community character and housing quality are maintained and improved.

Land Use Compatibility

Policy C: Amend the General Plan and Zoning Map to allow higher density housing to be located throughout the community rather than concentrated in a few small areas.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville take the following actions:

1. Adopts the Negative Declaration as shown in Exhibit "A" attached hereto and directs staff to file the required Notice of Determination
2. Amends the City of Susanville Land Use Element Diagram changing the land use designation from Single Family Residential to Duplex and Triplex Residential for property identified as APN 105-130-06 as shown in attached Exhibit "B".

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

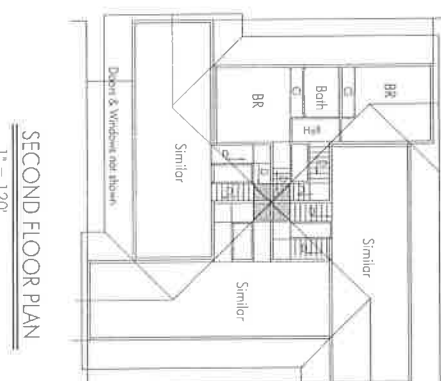
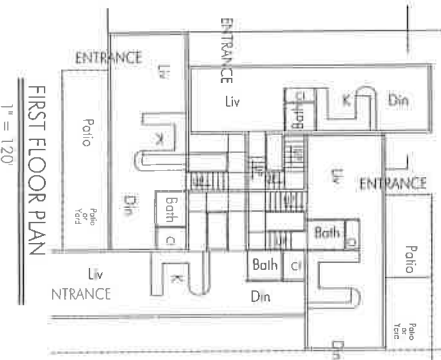
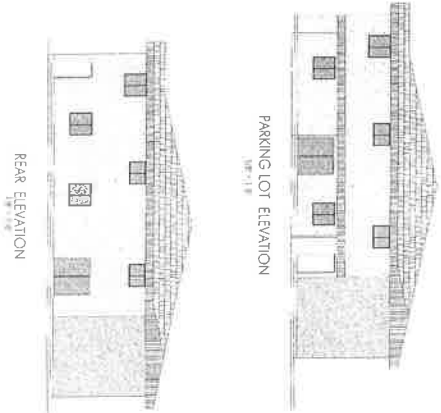
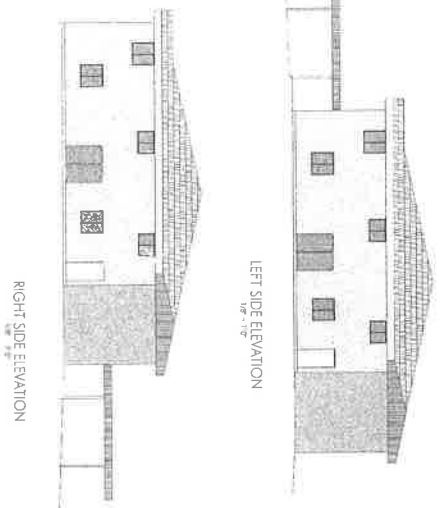
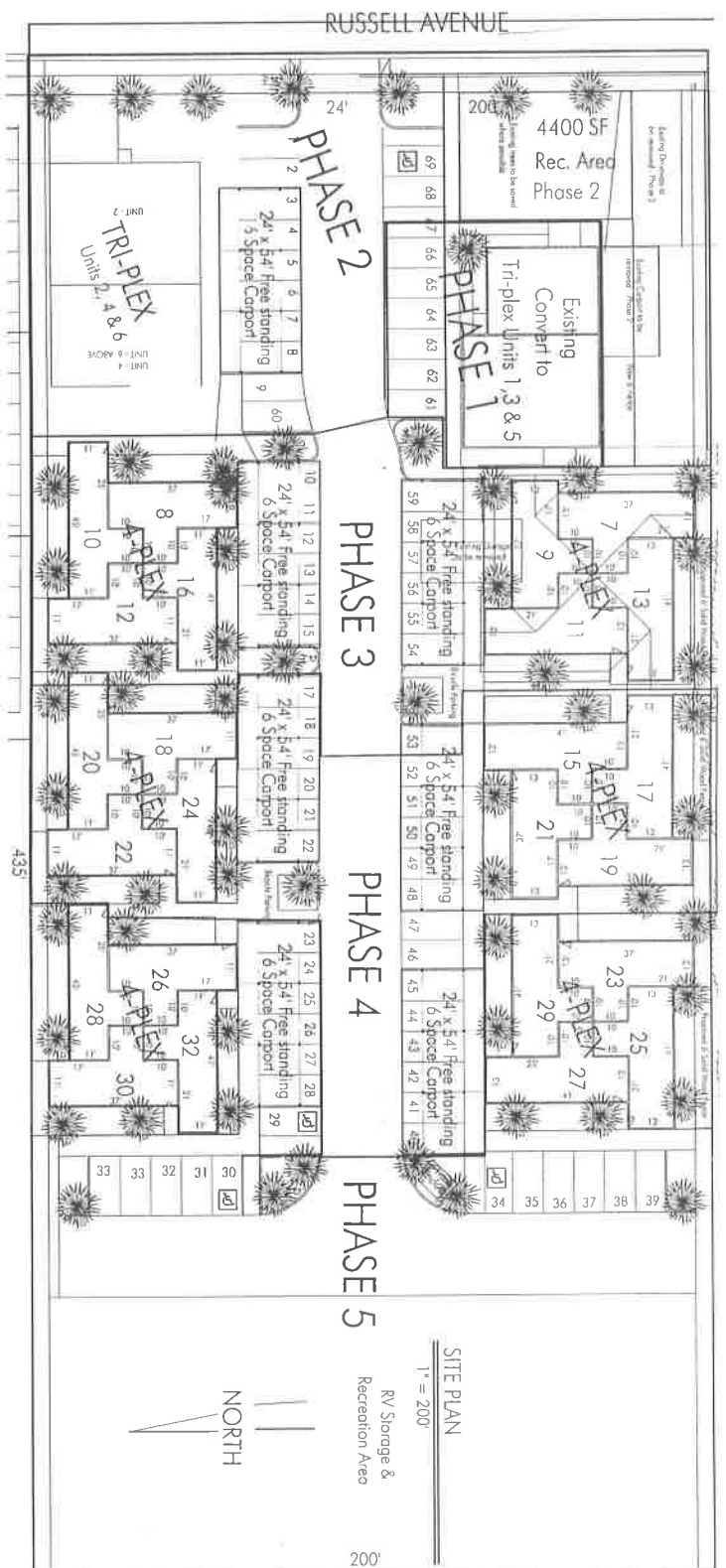
The foregoing Resolution No. 16-5290 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of December, 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney



S-2

SITE & ARCHITECTURAL REVIEW PLAT

RUSSELL COMMONS
 A PHASED APARTMENT COMPLEX
 460 RUSSELL AVE., SUSANVILLE, CA

StoneCo Construction Inc.
 P. O. Box 1210
 Susanville, CA 96130

DESIGN BY
 McCAIN ASSOCIATES
 P. O. BOX 418
 SUSANVILLE, CA

From north of 13.500 Single Family Home

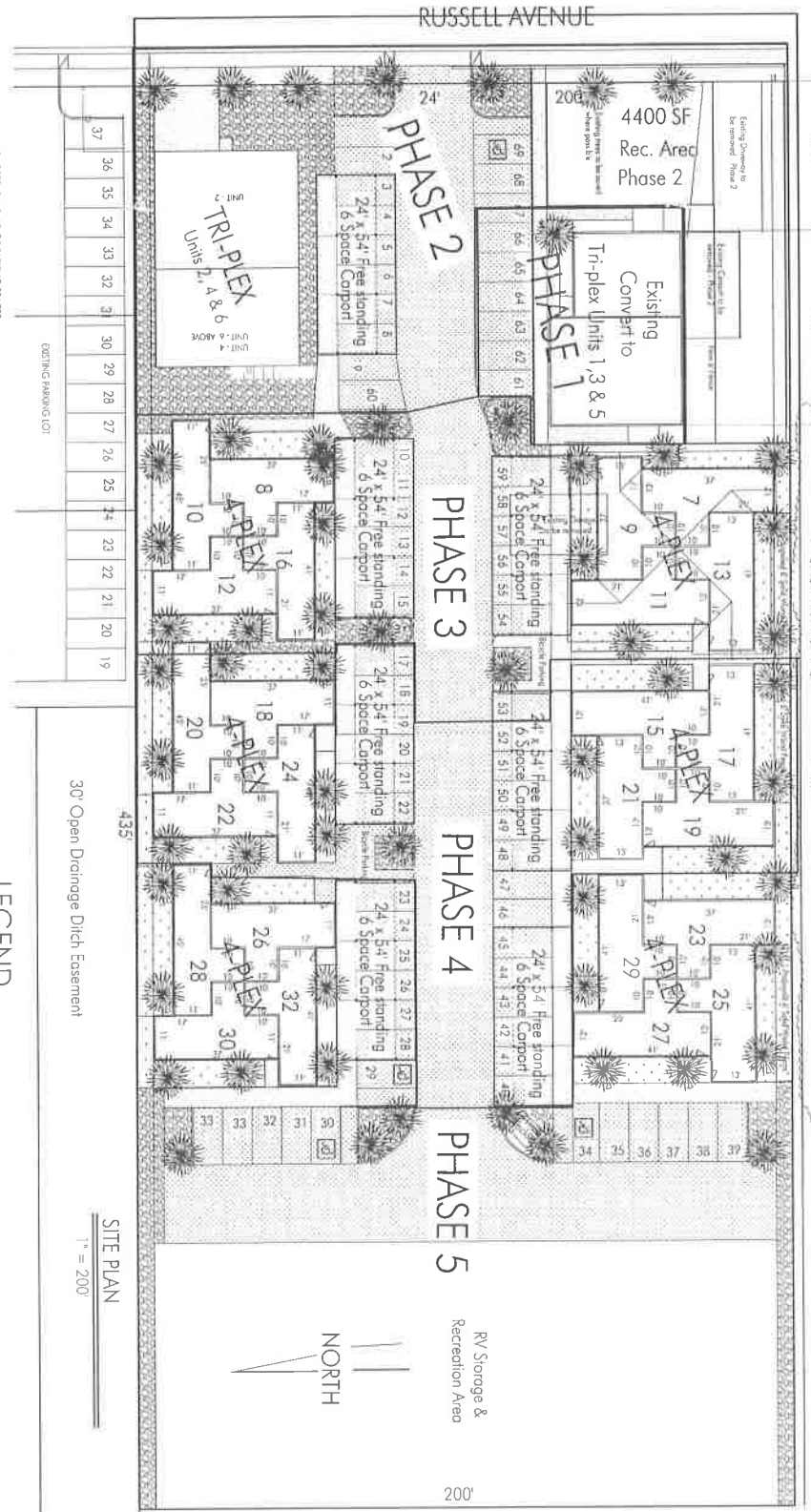
Existing Parcel Bound of Unit 5, power no. 106

435'

Existing Parcel Bound of Unit 6, power no. 106

200'

Open field owned by County



PROPOSED PHASING OF PARKING SPACES			SPACE NUMBERS		
PHASE	NO. OF UNITS	TOTAL UNITS	REQUIRED PARKING	PARKING PROVIDED	REMARKS
1	3	3	7	8	Space 61 - 62, existing spaces
2	3	6	14	18	Spaces 63 - 64, existing spaces
3	8	14	32	32	Phase 2 and Space 10, 19, 53, 59
4	8	22	50	50	Phase 3 and Space 17, 29, 40, 53
5	8	30	67	67	Phase 4 and Space 23, 28

PROPOSED PHASING OF PARKING SPACES, SITE-WORKS, COVERED STORAGE, ETC.				
PHASE	NO. OF UNITS	TOTAL UNITS	REQUIRED REC. AREA	AREA PROVIDED
1	3	3	400	4400
2	3	6	1200	4400
3	8	14	2800	4400
4	8	22	4400	4400
5	8	30	6000	6500

CONDITIONS REQUIRED	
5	Foot, main provided, 20' w/ asphalt
10	Foot, covered, 15' w/ concrete, complete
18	Foot, covered, 15' w/ concrete, complete
23	Foot, covered, 15' w/ concrete, complete
28	Foot, covered, 15' w/ concrete, complete
32	Foot, covered, 15' w/ concrete, complete
53	Foot, covered, 15' w/ concrete, complete
59	Foot, covered, 15' w/ concrete, complete

SYMBOL

- Concrete sidewalk or driveway
- 2' Asphalt Concrete on 6" Aggregate
- Plastic variable outdoor space
- Landscaped w/ shrubbery & ground cover w/ weed mat and rock or mulch 75% of shrubs to be 5' girth size 1 1/2" caliper trees to be planted 2 per unit (40 total)
- Entrance Door for Unit

LEGEND

REQUESTED MODIFICATIONS AND VARIANCES

- SECTION 17104.110(1)(5) Reduce the setback along the south boundary from 22' to 5' because the boundary is adjacent to a 24' wide front of evergreen juniper trees and the front porch of the interior homes on the street
- Remove the requirement for a solid masonry fence between the R-3 zone and the R-1 zone because the two lots are separated by a solid line of tall evergreen juniper trees. Fence will be a 6" solid wood fence around the private outdoor area for the units just north of the property line and the homes are setback from the street making the front of the homes facing the R-3 zone

SITE PLAN

1" = 200'

S-1

USE PERMIT PLAT

RUSSELL COMMONS
 A PHASED APARTMENT COMPLEX
 460 RUSSELL AVE., SUSANVILLE, CA

SilcoCo Construction Inc.:
 P. O. Box 1210
 Susanville, CA 96130

DESIGN BY
 McCAIN ASSOCIATES
 P O BOX 448
 SUSANVILLE, CA

Project: Standiford General Plan Amendment and Rezone.

Lead Agency: City of Susanville, CA

Project Description

This Initial Study and Mitigated Negative Declaration (IS/MND) evaluates the environmental effects of the proposed project to amend the General Plan land use designation and rezone one parcel of 2 acres from Low Density Residential/R-1 Single Family Residential zoning district to Duplex and Triplex Residential/R-3 Duplex and Triplex zoning district. No development is proposed at this time. The property is currently developed with one single family dwelling which will remain on-site and be converted to a triplex and another triplex will be constructed along with 6 fourplex structures which require a Use Permit for a total of 30 dwelling units. The Use Permit would also allow an exception to the design standard for setback from an R-1 zoning from 22 feet to 5 feet and an exception to the requirement for a masonry wall adjacent to R-1 property.

The project site is comprised of one assessor's parcel number: APN 105-130-06. Access to the property is from Russell Avenue, a city maintained street.

Findings

An IS/MND has been prepared to assess the project's potential effects on the environment and the significance of those effects. Based on the IS/MND, it has been determined that the proposed project would not have significant effects on the natural environment after implementation of mitigation measures. This conclusion is supported by the following findings:

1. The proposed project would have no effects related to agriculture and forestry and mineral resources.
2. The proposed project would have a less-than-significant impact on aesthetics, cultural resources, transportation/traffic, greenhouse gas emissions, biological resources, hazards and hazardous materials, public services, utilities, land use and planning, and recreation and population and housing.
3. Mitigation is required to avoid or reduce potentially significant impacts related to air quality, hydrology and water quality and noise.

The following mitigation measures have been incorporated in the Project by the City to avoid or minimize environmental impacts. Implementation of these mitigation measures would avoid or reduce the environmental impacts of the proposed project to a less-than-significant level.

Approval of Initial Study/Mitigated Negative Declaration

Certification by Those Responsible for Preparation of this Document. The City has been responsible for the preparation of this mitigated negative declaration and the incorporated initial study. I believe this document meets the requirements of the California Environmental Quality Act, is an accurate description of the proposed project, and that the lead agency has the means and commitment to implement the project design measures that will assure the project does not have any significant, adverse effects on the environment. I recommend approval of this document.

Craig Sanders, City Planner, City of Susanville

Date

Adoption of Mitigated Negative Declaration by the Lead Agency. Pursuant to Section 21082.1 of the California Environmental Quality Act, the City of Susanville City Council has independently reviewed and analyzed the initial study and mitigated negative declaration for the proposed project and finds that the initial study and mitigated negative declaration for the proposed project reflect the independent judgment of the City of Susanville. The lead agency finds that the project design features will be implemented as stated in the mitigated negative declaration.

Kathie Garnier
Mayor, City of Susanville

Date

1.0 Introduction

This Initial Study (IS) identifies and assesses the anticipated environmental impacts of the Standiford General Plan Amendment and Rezone (Project).

1.1 Environmental Review Process

The City of Susanville (City) is the lead agency under provisions of CEQA. CEQA requires that state and local government agencies consider the environmental consequences of projects over which they have discretionary authority before acting on those projects. The IS, prepared in accordance with the CEQA Statutes (Public Resources Code Section 21000 et seq.) and the CEQA Guidelines (California Administrative Code Section 15000 et seq.), presents sufficient information to allow the City to determine whether the project may have a significant effect on the environment. If the City finds substantial evidence that any aspect of the Project, either individually or cumulatively, may have a significant effect on the environment, regardless of whether the overall effect of the project is adverse or beneficial, the City must prepare an EIR. If the City finds no substantial evidence that the Project or any of its aspects may cause a significant effect on the environment, a Negative Declaration shall be prepared. If in the course of analysis, the City recognizes that the project may have a significant impact on the environment, but that by incorporating specific mitigation measures the impact will be reduced to a less than significant effect, a Mitigated Negative Declaration (MND) shall be prepared.

The IS provides sufficient information for Responsible and Trustee agencies to use as the basis for CEQA compliance. The IS is not, in and of itself, a decision document. The document's purpose is to evaluate the environmental consequences of implementing the project and to identify measures if necessary to avoid or mitigate significant impacts.

Although the lead agency must consider the information in the MND, the document's conclusions do not dictate the lead agency's discretion to approve or disapprove the project. The decision making document is the Notice of Determination that records the agency's decision and is circulated for public review. The minimum content requirements for a MND are:

- Description and title of the project;
- Location of the project, preferably shown on a map;
- Name of the project proponent;
- A proposed finding that the project will not have a significant effect on the environment;
- An attached copy of the Initial Study documenting reasons to support the finding; and
- Mitigation measures, if any, included in the project to avoid potentially significant effects.

Within five working days of approving a project for which a MND has been adopted, the City must file a Notice of Determination (NOD). The filing of the NOD begins a 30-calendar-day statute of limitations on court challenges to the project approval under CEQA.

1.2 Project Title

The *Standiford General Plan Amendment and Rezone* (Project) serves as the project title for the proposed project.

1.3 Lead Agency

The City of Susanville serves as the lead agency for the Project.

1.4 Contact Person and Phone Number

Craig Sanders, City Planner, City of Susanville, is the project manager for the Project. His contact information is: 66 North Lassen, Susanville, CA 96130; (530) 252-5104.

1.5 Project Location

The Project is located in the City of Susanville. The property on which the Project is located on the west side of Russell Avenue approximately 350 feet south of Paul Bunyan Road. The Project is within the Susanville, CA United States Geological Survey (USGS) 7.5-minute quadrangle, the southeast ¼ of the northwest ¼ of Section 33 of Township 30 North, Range 12 East, M.D.B. &M.

1.6 Site Characteristics

The Project site is flat and at an elevation of approximately 4,164 feet above mean sea level. It is located within the urbanized portion of the City of Susanville adjacent to Main Street and Ash Street, the two major thoroughfares running through the city.

Current Zoning, Use, and Structures

The Project site is identified in the City of Susanville General Plan as Single Family Residential and City of Susanville Zoning as R-1 Single Family Residential. The City land use designations include Single Family Residential to the east, south and west, Multiple Family Residential and Duplex and Triplex Residential to the north. The property fronts Russell Avenue on the east side and is developed with a single family residence and two accessory structures. The surrounding land use designations, zoning and land uses are listed in the Table 1 below.

Table 1			
Surrounding Land Use Designations, Zoning, and Land Use Areas			
Location	General Plan	Zoning	Land use
North	Multi Family Residential, Duplex and Triplex Residential	R-4 – Multi-Family Residential, R-3 Duplex and Triplex Residential	Apartments and church
South	Single Family Residential	R-1- Single Family Residential	3 residences
East	Single Family Residential	R-1- Single Family Residential	Russell Ave., 2 residences
West	Single Family Residential	R-1- Single Family Residential	vacant

The site has been used for residential purposes since approximately 1950.

The site is generally level and significant earthwork in terms of cuts and fills will not be required to accommodate future duplex and triplex development. There are no water courses or drainage courses on the property. Native vegetation has been removed from the site. There are approximately 17 trees that have been planted over the years as part of landscaping, at least 6 of which would have to be remove to accommodate development of the property regardless of whether it is developed with single family

residential uses or duplex and triplex residential uses. Under the City's development standards 2 trees per dwelling unit will have to be planted on the site when the site is developed.

The site is served by municipal water, sewer, and electricity and no extensions of main service will be required for the project.

1.7 Objectives

The *Standiford General Plan Amendment and Rezone* Project will provide additional land zoned to allow for the development of multi-family dwellings. The proposed General Plan land use designation will allow for duplex and triplex structures at a density of up to 15 dwelling units to the acre.

1.8 Other Public Agencies whose approval is required

No other agency's approval is needed for the general plan amendment and rezone. When the land is developed the Project will likely approval from the following public agencies:

- Lahontan Regional Water Quality Control Board– Section 401 Water Quality Certification; Section 402 NPDES construction permit
- Lassen County Air Pollution Control District
- City of Susanville –Architectural and Site Plan Review; Use Permit, Construction Permit Encroachment Permits for Russell Avenue.
- Susanville Sanitation District

1.9 Public Review

A formal public review of the Project IS/MND is accomplished with the circulation of this document, responses to comments received on this document, and through public hearings held to consider approval of the proposed action.

The IS/MND will be circulated for public and agency review from March 9, 2016 to April 8, 2016. Paper copies of the document are available for review at the following locations during business hours:

City Hall
66 North Lassen
Susanville, CA 96130

Comments on this document must be received by 11:59 p.m. on September 30, 2016. Written comments may be sent by postal, electronic mail or fax to:

Craig Sanders
City Planner
City of Susanville
66 North Lassen
Susanville, CA 96130
(530) 252-5104

1.10 Environmental Factors Potentially Affected/Areas of Known Controversy

The public input process and environmental analysis included in the preparation of the IS/MND identified key environmental issues and areas of known controversy. The environmental factors checked below could be affected by this Project.

- Blank** No impact
- L** Less than significant impact
- M** Less than significant impact with mitigation
- PS** Potentially significant

<u>L</u> Aesthetics	<u> </u> Agriculture & Forestry Resources	<u>L</u> Air Quality
<u>L</u> Biological Resources	<u>L</u> Cultural Resources	<u>L</u> Geology/Soils
<u> </u> Greenhouse Gas Emissions	<u>L</u> Hazards & Hazardous Materials	<u> </u> Hydrology/Water Quality
<u>L</u> Land Use/Planning	<u> </u> Mineral Resources	<u>L</u> Noise
<u> </u> Population/Housing	<u>L</u> Public Services Utilities/Service Systems	<u> </u> Recreation Mandatory Findings of Significance
<u>L</u> Transportation/Traffic	<u>L</u> Systems	<u>L</u> Significance

Determination

On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (1) have been analyzed adequately in an earlier EIR or

NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

By: Craig Sanders Date: _____
Title: City Planner Representing: City of Susanville
Signature: _____

2.0 Regulatory Compliance Measures

Regulatory compliance measures are included in the description of the Project to minimize potential environmental impacts. Regulatory compliance measures include measures such as installation of Best Management Practices (BMPs) for erosion and water quality during construction, agency permit requirements, and air quality protection measures and are considered part of the Project under CEQA processes because compliance is required to construct the Project. Regulatory compliance measures of the Project are discussed in the sub-sections below, including compliance with Lassen County Air Pollution Control District (LCAPCD) Rule 4:18.¹

2.1 Implement BMPs to Reduce Air Pollutant Emissions

- Maintenance of Public Thoroughfares - public thoroughfares shall be kept clean of silt, dirt, mud, and debris.²
- Traffic Limits - Traffic speeds on unpaved surfaces shall be limited to 15 miles per hour or less.
- Wind Restrictions - Grading operations shall be suspended when wind speeds (including instantaneous gusts) exceed 25 miles per hour and dust is impacting adjacent properties.
- Idling Restrictions - Limit idling time to a maximum of 5 minutes for diesel-powered equipment.
- Haul truck covering – If “open-bodied trucks” are needed to haul soil or aggregate materials during construction, the material will be covered to prevent the generation of “airborne dust”.
- Watering - Construction areas will be watered as needed to reduce fugitive dust when disturbed for land clearing, excavation or grading.

2.2 Time of Day Construction Restrictions

This compliance measure restricts construction activities to between the hours of 8:00 AM and 7:00 PM if sensitive noise receptors are present. The City’s General Plan does not establish construction hours, but Chapter 9 Noise Policy states, “Allow construction activities at normal activity levels, but limit them to times of the day or week when the number of persons occupying the potential noise impact zone is lowest.” Construction activities before or after the time restriction may occur, but must be consistent with City noise policy.

2.3 Construction Equipment Muffling

This compliance measure requires shrouding or shielding of impact tools and muffling or shielding intake and exhaust ports on construction equipment. General Plan Chapter 9 Noise Policy states, “Require the use of mufflers and require muffler maintenance on construction vehicles to meet EPA standards established under the Federal Noise Control Act of 1972 for new equipment.”

2.4 Stormwater Pollution Prevention Plan

Ground disturbance within the Project area will exceed one acre and is subject to the construction stormwater quality permit requirements of the NPDES program. The applicant must obtain this permit from the Lahontan Regional Water Quality Control Board and provide evidence of a state-issued WDID

¹ <http://www.arb.ca.gov/DRDB/LAS/CURHTML/R4-18.HTM>

² Satisfies LCAPCD Rule 4:18 (d) requirement for “The prompt removal of earth or other material from paved streets onto which earth or other material for earth moving equipment, erosion by water, or other means has been deposited.”

number or filing of a Notice of Intent (NOI) and fees prior to start of construction. A SWPPP is required under Construction General Permit Order NO 2009-0009-DWQ for discharges of stormwater runoff associated with construction activity involving land disturbance. The SWPPP will be designed to address the following objectives:

1. All pollutants and their sources, including sources of sediment associated with construction, construction site erosion and all other activities associated with construction activity are controlled;
2. Where not otherwise required to be under a Lahontan permit, all non-storm water discharges are identified and either eliminated, controlled, or treated;
3. Site BMPs are effective and result in the reduction or elimination of pollutants in storm water discharges and authorized non-storm water discharges from construction activity to the Best Available Technology Economically Achievable (BAT)/Best Conventional Pollutant Control Technology (BCT) standard. BMPs must be designed according to the California Stormwater Quality Association Stormwater Best Management Practice Handbooks for Construction, for New Development/Redevelopment, and/or for Industrial and Commercial, and/or other similar source;
4. Calculations and design details as well as BMP controls for site run-off are complete and correct.
5. Stabilization BMPs installed to reduce or eliminate pollutants after construction are completed.
6. To demonstrate compliance with requirements of the NPDES permit, the Qualified SWPPP Developer will include information in the SWPPP that supports the conclusions, selections, use, and maintenance of BMPs.
7. The discharger will make the SWPPP available at the construction site during working hours while construction is occurring and shall be made available upon request by a State or Municipal inspector. When the original SWPPP is retained by a crewmember in a construction vehicle and is not currently at the construction site, current copies of the BMPs and map/drawing will be left with the field crew and the original SWPPP shall be made available via a request by radio/telephone.

2.5 Utility Relocation, Coordination, and Construction Avoidance

Coordination will occur with utility providers prior to construction regarding the exact location of each underground utility line either on the Project site (utility poles) or to which the Project will require a connection. Utility service providers include Lassen Municipal Utility District (LMUD), Susanville Water Department, Susanville Sanitary District, and Susanville Natural Gas Department. Underground and overhead lines will be shown on project construction specifications within the civil engineering plans.

The applicant shall coordinate with utilities to relocate overhead lines, convert overhead lines within the project to underground lines or install new underground prior to construction. The Project Applicant will coordinate with LMUD and communications companies prior to final project design to determine scheduling and specifications for relocating existing overhead lines underground.

Construction contractors will contact Underground Service Alert (USA 811/1-800-227-2600) to ensure buried lines are properly marked and located. Utility companies will be provided with an accurate schedule noting when construction occurs near their facilities. Utility facilities will be identified on construction specifications.

The nearest sewer line runs down Russell Avenue a service connection will have to be extended into the property to serve the development. SCSO has indicated that there is adequate capacity in both the treatment and collection facilities to serve the Project.

City water and gas exist to the property and are in the street right-of-way adjacent to the property.

2.6 Offsite Light and Glare Minimization

Project lighting is required to be designed in accordance with City lighting standards and is directional with baffles/shielding to reduce light splay and offsite lighting and glare disturbance.

2.7 Inadvertent Discovery Actions

If, during construction activities, unusual amounts of non-native stone (obsidian, fine-grained silicates, basalt), bone, shell, or prehistoric or historic period artifacts (purple glass, etc.), or if areas that contain dark-colored sediment that do not appear to have been created through natural processes are discovered, work will cease in the immediate area of discovery and a professionally qualified archeologist will be contacted immediately for a on-site inspection of the discovery.

If any bone is uncovered that appears to be human, work will cease in the immediate area of discovery, and the Lassen County Coroner must be contacted by law (State Health and Safety Code Section 7050.5 and Public Resource Code Section 5097.98). If the coroner determines that the bone most likely represents a Native American interment, the Coroner has 24 hours to contact the Native American Heritage Commission in Sacramento so that they can identify the most likely descendants, who will then help determine what course of action shall be taken in handling the remains.

3.0 Evaluation of Environmental Impacts

The following environmental analysis has been prepared using the CEQA Guidelines Appendix G: Environmental Checklist Form to complete an IS.

CEQA requires a brief explanation for answers to the Appendix G: Environmental Checklist except "No Impact" responses that are adequately supported by noted information sources.

Answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts. The following CEQA direction applies to each checklist question.

- A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- "Less than Significant Impact" applies where the project creates no significant impacts based on the criterion or criteria that sets the level of impact to a resource,
- "Less than Significant Impact with Mitigation Incorporated " applies where the incorporation of mitigation measures has reduced an effect from potentially "Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level.
- "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect is potentially significant, as based on the criterion or criteria that sets the level of impact to a resource.

I. Aesthetics

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?				√
b) Substantially damage scenic resources, including, but not limited to: trees, rock outcroppings, and historic buildings within a state scenic highway?				√
c) Substantially degrade the existing visual character or quality of the site and its surroundings?			√	
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?			√	

Environmental Setting

The Project is located on 2.0 acres of land in the urbanized area of the City of Susanville. The Project site is located in an area that is designated for residential uses and is adjacent to property developed with multi-family dwellings and single family dwellings. The neighborhood is a mixture of single family dwellings on large lots with some apartments mixed in. Approximately 17 trees are located on the project site and there is some landscaping associated with the existing residence. Many of the trees are along the southerly property line and could be retained when the property is developed.

I.a Substantial Adverse Effect on Scenic Vista

A significant impact would occur if the proposed Project has a substantial adverse effect on a scenic vista.

The Project site is located in an urbanized area of Susanville surrounded by other developed parcels. Nearby views include developed multi-family residential property, developed single family property. There are no significant open vistas that can be seen from the site. Many of the properties have mature trees that reduce the amount of open vistas. The site is flat, further reducing vistas due to other adjacent development. There are no designated scenic resources on the Project site or within the Project vicinity. The change in general plan land use designation and rezoning which would permit duplex and triplex development up to 2 stories in height will not have any effect on a scenic vista.

Environmental Analysis: *Less Than Significant Impact.*

I.b Substantially Damage Scenic Resources within a State Scenic Highway

A significant impact would occur if the proposed Project substantially damages scenic resources within a designated state scenic highway.

There are no California Department of Transportation (Caltrans) designated eligible state scenic highways in Lassen County. A portion of State Route 299 in northwest Lassen County is eligible to be designated a state scenic highway, but is not currently designated and is not located near the Project. The Project area is not located near nor will it be visible from a designated state scenic highway.

Environmental Analysis: *No Impact.*

I.c Substantially Degrade Existing Visual Character or Quality

A significant impact would occur if the proposed Project substantially degrades the existing visual character or quality of the site and its surroundings.

Existing uses on the Project site include a single family dwelling and two accessory buildings. The project will allow a change in land use and zoning which would allow the development of the site with duplex and triplex structures up to 15 units to the acres at a maximum building coverage of 40%. The project site is adjacent to a property that has already been developed with 2-story multi-family dwellings and there are numerous mature trees in the vicinity which form visual buffers both into and out of portions of the project site. Two-story development up to 35 feet in height is consistent with both the existing and proposed zoning. The proposed structures will be 22 feet in height.

Environmental Analysis: *Less than Significant Impact.*

I.d Create New Source of Substantial Light or Glare

A significant impact would occur if the proposed Project creates a new source of substantial light or glare that would adversely affect day or nighttime views in the area.

When the property develops new sources of lighting will be introduced to the property including outdoor security light for parking areas and walkways. Section 17.96.050 pf the Susanville Municipal Code requires outdoor light fixtures to be “full cutoff” to reduce stray light. Since lighting will be shielded per City standards as the impact is less than significant.

Environmental Analysis: *Less than Significant Impact.*

II. Agricultural and Forestry Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				√
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?				√
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?				√
d) Result in the loss of forest land or conversion of forest land to non-forest use?				√
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?				√

Environmental Setting

The Project is located on 2 acres of land zoned located within the urban area of the City of Susanville. There are no agricultural or timber resources on or near the project site. Surrounding land uses include residentially developed properties. The Project site is not currently, nor has it recently been used for commercial farming activities and is not located within an area designated as Prime Farmland, Unique Farmland, or Farmland of Statewide Importance, according to the State of California Resources Agency (DOC 2014 and NRCS 2014). There are no Williamson Act contracts associated with the property, and there are no forestlands on the site.

II.a Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance

A significant impact would occur if the proposed Project converts farmland designated as “prime,” “unique” or “farmland of statewide importance” to non-agricultural uses.

The California Department of Conservation (DOC) applies the United States Department of Agriculture, National Resources Conservation Service (NRCS) soil classifications to identify agricultural lands. These designations are used in planning California’s present and future agricultural land resources. Maps of important farmlands are prepared by the DOC as part of its Farmland Mapping and Monitoring Program (FMMP). No “prime,” “unique,” or “farmlands of state importance” have been mapped for Lassen County. The project site is in the middle of an urban area where agricultural uses of a commercial nature would not be compatible with the surrounding uses. Therefore, agricultural potential onsite is non-existent. Since the land is not designated as Prime, Unique, or Farmland of Statewide Importance, development of the park site will not convert designated farmland and will result in no impact. (DOC 2014, NRCS 2014)

Environmental Analysis: *No Impact.*

II.b Conflict with Existing Agricultural Zoning or Williamson Act Contract

A significant impact would occur if the proposed Project conflicts with existing zoning for agricultural use, or a Williamson Act contract.

The site is not zoned for agricultural uses and there are no Williamson Act contracts associated with the Project site or in the vicinity. No impact is associated with the Project.

Environmental Analysis: *No Impact.*

II.c Conflict with Existing Zoning for Forest Lands or Timberlands

A significant impact would be one that converts forest land to non-timber harvest uses; conflict with existing zoning for forest land use; or involve other changes in the existing environment, which could result in conversion of forest land to non-timber harvest use.

The Project site is identified in the City of Susanville General Plan as Single Family Residential and the proposed change will be to Duplex and Triplex Residential. No forest or timberland is located on or near the Project site. No impact is associated with the Project.

Environmental Analysis: *No Impact.*

II.d Loss of Forest Land or Conversion of Forestland To Non-Forest Use

A significant impact would occur if the proposed Project results in the loss of forest and or conversion of forest and to non-forest use. No forestland is on or near the Project location. No impact is associated with the Project.

Environmental Analysis: *No Impact.*

II.e Other Changes to Existing Environment

A significant impact would occur if the proposed Project involves other changes in the existing environment that due to their location or nature could result in conversion of Farmland to non-agricultural use or conversion of forestland to non-forest use.

The project site is located within the urban area of the City of Susanville and is surrounded by other urban uses. The development of the property with multi-family residential is so far removed from any lands under agricultural production, or lands that have the potential for agricultural uses, that there is no potential for the project to affect any agricultural lands. No impact is associated with the Project.

Environmental Analysis: *No Impact.*

III. Air Quality

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?			√	
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?			√	
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?			√	
d) Expose sensitive receptors to substantial pollutant concentrations?			√	
e) Create objectionable odors affecting a substantial number of people?			√	

Environmental Setting

The Project lies within the Northeast Plateau Air Basin, for which the State of California has delegated air quality management responsibility to the Lassen County Air Pollution Control District (LCAPCD). Lassen County is classified as nonattainment for the state PM₁₀ ambient air quality standard. The nearest sensitive

receptor is a single family dwelling located immediately adjacent to the project site. There are seven other residences located within 300 feet of the project site.

III.a Conflict with Applicable Air Quality Plan

A significant impact would occur if the proposed Project conflicts with or obstructs implementation of the applicable air quality plan. The Project lies within the Northeast Plateau Air Basin, for which the State of California has delegated air quality management responsibility to the LCAPCD. Emissions from project construction and vehicle traffic associated with park use and operations are so low as to have no potential to create dust and emissions that may conflict with applicable air quality plans. Tables 3 and 4 show the de minimis magnitude of the criteria pollutant emissions based on the use of the CalEEMod emissions model without mitigation incorporated. Nonetheless, reasonable practices for controlling fugitive dust will be implemented in accordance with LCAPCD Rule 4:18, as discussed in the Project Description. Therefore, the Project does not conflict with or obstruct implementation of the air quality plan.

Table 3										
Construction Criteria Pollutant Emissions (no mitigation)										
Pollutant:	ROG	NOx	CO	SO₂	Fugitive PM₁₀	Exhaust PM₁₀	PM10 Total	Fugitive PM_{2.5}	Exhaust PM_{2.5}	PM_{2.5} Total
Year / Units:	tons/day									
2017	0.867	2.77	2.22	0.00	0.036	0.1734	0.2093	0.0126	0.1653	0.178
Average Daily Emissions ¹ (lbs/day)	11.56	36.93	29.6	0	0.48	2.31	2.80	0.17	2.2	2.37
Construction Significance Thresholds ² (lbs/day)	54	54	None	None	BMP ³	82	None	BMP ³	54	None
Less-than-Significant?	Yes	Yes	Yes	Yes ⁴	Yes	Yes	Yes	Yes	Yes	Yes

Source: CalEEMOD

1. Total construction emissions divided by 150 construction days to calculate average daily construction emissions.
2. Sacramento Metropolitan Air Quality Management District, *Recommended Greenhouse Gas Emissions Thresholds of Significance*, Resolution 2014-028 adopted October 23, 2014.
3. BMP = Best Management Practices include compliance with LCAPCD Rule 4:18
4. SO₂ emissions are so low as not to register at the computational threshold of 0.01 tpy (20 pounds), and therefore, are concluded to be de minimis and less than significant.

Table 4										
Operation Criteria Pollutant Emissions (no mitigation)										
Pollutant:	ROG	NOx	CO	SO₂	Fugitive PM₁₀	Exhaust PM₁₀	PM10 Total	Fugitive PM_{2.5}	Exhaust PM_{2.5}	PM_{2.5} Total
Units: Source Category	tons/year									
Area	0.172	0.003	0.26	0.00		0.002	0.002		0.002	0.002
Energy	0.002	0.018	0.008	0.00		0.001	0.001		0.001	0.001

Mobile	0.264	0.605	2.56	0.003 5	0.213	0.006	0.219	0.057	0.006	0.0632
Waste						0.00	0.00		0.00	0.00
Water						0.00	0.00		0.00	0.00
Total	0.436	0.627	2.83	.0035	0.213	0.0095	0.222	0.057	0.009	0.066
Significance Thresholds ¹ (tpy)	10	10	None	20 ²	BMP ³	15	15	BMP ³	10	10
Less-than- Significant?	Yes	Yes	Yes	Yes ⁴	Yes	Yes	Yes	Yes	Yes	Yes
Average Daily Emissions ⁵ (lbs/day)	2.42	3.5	15.7	0.019	1.18	0.053	1.23	0.32	0.05	0.36
Operation Significance Thresholds ¹ (lbs/day)	54	54	None	None	BMP ³	82	None	BMP ³	54	None
Less-than- Significant?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Source: Sierra Research 2013

1. Sacramento Metropolitan Air Quality Management District, *Recommended Greenhouse Gas Emissions Thresholds of Significance*, Resolution 2014-028 adopted October 23, 2014.
2. Use of ultra-low sulfur Diesel fuel (15 ppm S) and California-regulated gasoline assures that SO₂ emissions are de minimis.
3. BMP = Best Management Practices include compliance with LCAPCD Rule 4:18.
4. SO₂ emissions are so low as not to register at the computational threshold of 0.01 tpy (20 pounds), and therefore are concluded to be de minimis and less than significant.
5. Annual operation emissions divided by 360 operating days to calculate average daily operations emissions.

Environmental Analysis: *Less than Significant Impact.*

III.b Violation of Air Quality Standards or Substantially Contribute to an Existing or Projected Air Quality Violation

A significant impact would occur if the proposed Project violates any air quality standard or contributes substantially to an existing or projected air quality violation.

Lassen County is classified as nonattainment for the state PM₁₀ ambient air quality standard. The Project is the general plan change and rezoning of a 2 acre parcel from single family residential to duplex and triplex residential. If approved the result would be a maximum residential density of 15 dwelling units per acre rather than 6 dwelling units per acre. No development of the site is proposed at this time. Future development would result in some temporary construction related air quality impacts and some long term air quality impacts, both of which would not be significant based on the Urbemis air quality modeling. Temporary emissions will be associated with construction activities. The operation of the Project will not include regulated stationary sources of air pollutant emissions but will have vehicle emissions from trips associated with the retail project. While the occupancy of up to 30 dwelling units on the 2 acre site change would result in approximately 270 average daily vehicle trips and emissions from heating and electricity usage it is anticipated that these will not be new impacts to the air basin but rather existing impacts which will be simply moved within the air basin. This was determined by the fact that the household population within Susanville and unincorporated Lassen County has declined by 496 and 751 people respectively between 2010 and 2015. This reduction in population means an associated reduction in air pollution emissions has also occurred over that time period. In 2015 the County’s household population had not been as low since 1996. Overall trips within the air basin will remain essentially the same as before the project.

The main air quality impacts will be the temporary impacts from construction which are largely mitigated.

Tables 3 and 4 show the de minimus magnitude of the criteria pollutant emissions from construction and operation of the proposed park. Since Lassen County has not published a CEQA guidance document with significance thresholds for comparison to project emissions, Tables 3 and 4 include the recently revised Sacramento Air Quality Management District CEQA significance thresholds for comparison to project emissions. Tables 3 and 4 indicate that project emissions are so low as to have no potential to substantially contribute to an existing or projected air quality violation, and hence, no mitigation is required. When developed, the project will be required to reduce fugitive dust emissions during construction by minimizing carryout and trackout of soil to city streets, and implementing fugitive dust reduction measures at disturbed surfaces in accordance with LCAPCD Rule 4:18, as included and discussed in the project description (Regulatory Compliance Measure 2.6.1).

Environmental Analysis: *Less than Significant Impact*

III.c Cumulatively Considerable Net Increase of a Criteria Pollutant

A significant impact would occur if the Project results in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard. The only state or federal nonattainment designation for Lassen County is related to the California PM₁₀ ambient air quality standard.

As discussed in Impact III.b, the rezoning of the project and future construction and operation of up to 30 apartment dwellings would generate criteria pollutants at such low emission rates as to have no potential to cause a cumulatively considerable net increase in criteria pollutants, and hence, no mitigation is required. There are also no significant planned or existing nearby stationary sources of pollutants that would cause the project to contribute to a cumulatively considerable net increase in criteria pollutants.

Environmental Analysis: *Less than Significant Impact.*

III.d Expose Sensitive Receptors to Pollutant Concentrations

A significant impact would occur if the proposed Project exposes sensitive receptors to substantial pollutant concentration.

Sensitive receptors are locations where human populations, especially children, seniors, and persons with health issues are present, and where there is a reasonable expectation of human exposure to pollutants. Sensitive receptors normally refer to people with heightened sensitivity to localized concentrations of toxic air contaminants, rather than regional criteria air pollutants. The nearest sensitive receptors are the nearest residences which are approximately 50 feet from the project site. There are a total of seventeen residences within a 200-foot perimeter zone around the project site and one church. As shown in Tables 3 and 4, the largest toxic air contaminant emission is the 0.139 tons (278 pounds, unmitigated) of total PM₁₀ from dust and construction equipment exhaust. These low emission rates and short-term (35 days of demo and site preparation) construction schedule will not result in significant long-term, chronic exposures to diesel particulate matter at nearby sensitive receptors. This emission is pre-mitigation, the mitigation consisting of local air quality regulations. Any violations of required air quality compliance measures could result in local significant air quality impacts as discussed in section III.b, therefore, it is concluded that the potential exposure of the nearest sensitive receptor is less than significant with mitigation AIR-1 in section III.b.

Environmental Analysis: *Less than Significant Impact.*

III.e Creation of Objectionable Odors

A significant impact would occur if the proposed Project creates objectionable odors impacting a substantial number of people.

The nearest sensitive receptor are the residences the closest of which are approximately 50 feet away at the site. The operation of the Project will not be a significant source of odors. Construction of the Project may have the potential to result in diesel fuel combustion odors generally associated with sulfur-containing gaseous compounds emitted from construction equipment; however, the construction period will be temporary and short-term, and California low-sulfur diesel fuel will be utilized in the construction equipment. As shown in Table 3, the potential emissions of sulfur dioxide (SO₂) from construction equipment amount to less than 0.002 tons (1 pounds) per year, and therefore, objectionable odors are not expected to be a significant concern during either Project construction or operation.

Environmental Analysis: *Less than Significant Impact.*

IV. Biological Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?				√
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?				√
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				√
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or			√	

migratory wildlife corridors, or impede the use of native wildlife nursery sites?				
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?				√
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?				√

IV.a Substantial Adverse Effect on Species through Habitat

A significant impact would occur if the proposed Project has a substantial adverse effect on species identified as candidate, sensitive, or special status species.

The Project site is located within the United States Geological Survey (USGS) Susanville 7.5-minute topographic quadrangle. The California Department of Fish and Game Natural Diversity Database (CNDDB 2010) was searched for records of special-status species occurrences within the Susanville 7.5 min Quad map. A site reconnaissance to assess habitat conditions and evaluate the site’s potential to support special-status plant and/or animal species was performed.

Table 5 below summarizes the database searches noted above for species that may occur in the project area, provides a general habitat description and determines if suitable habitat is present onsite.

Table 5				
Regional Species and Habitats of Concern				
Common Name Scientific Name	Status	General Habitat Description (Zeiner et al 1990)	Habitat Present/Absent/Unknown	Rationale
Birds				
<i>Accipiter gentilis</i> Northern goshawk	CSC	Within and in vicinity of coniferous forest. Uses old nests and maintains alternate sites. Usually nests on north slopes, near water. Dense stands of mature red fir, lodgepole pine, Jeffrey pine, and aspens are typical nest tree sites.	A	Suitable nesting and foraging habitat (coniferous forest) not present within the Project Area.

Table 5

Regional Species and Habitats of Concern

Common Name Scientific Name	Status	General Habitat Description (Zeiner et al 1990)	Habitat Present/Absent/Unknown	Rationale
<i>Riparia riparia</i> Bank swallow	T	Predominantly a colonial breeder. Colonies range in size of 10 to 1,500 nesting pairs in California, although most colonies have 100-200 nesting pairs (Garrison et al. 1987). Requires fine-textured or sandy banks or cliffs to dig horizontal nesting tunnel and burrow. Feeds predominantly over open riparian areas, but also over brushland, grassland, wetlands, water, and cropland.	A	Nesting habitat absent from project area due to the lack of sandy banks and cliffs. Foraging habitat not likely suitable due to urbanized nature of site.
Mammals				
<i>Taxidea taxus</i> American badger	SSC	Badgers are carnivorous and eat rodents: rats, mice, chipmunks, and especially ground squirrels and pocket gophers and also eat some reptiles, insects, earthworms, eggs, birds, and carrion. Suitable habitat for badgers is characterized by herbaceous, shrub, and open stages of most habitats with dry, friable soils.	A	The project site is located within and urbanized area. The site has approximately 1.3 acres of undeveloped grassland which is not suitable habitat for badgers due to the small area and adjacent development.
Plants and Fungi				
<i>Geum aleppicum</i> Aleppo avens	List 2.2	Meadows, great basin scrub, lower montane coniferous forest. 450-1515 m. Blooms June-August.	A	Site elevation is within documented range, however the site has been disturbed and is partially developed. The undeveloped area has been used for accessory residential uses since the 1930's.
<i>Penstemon sudans</i> Susanville beardtongue	List 1B.3	Great basin scrub, lower montane coniferous forest, pinyon-juniper woodland. 1200-1775 m. Blooms June-July.	A	Site elevation is within documented range, however the site has been disturbed and is partially developed. The undeveloped area has been used for accessory residential uses since the 1930's.

C- Candidate, T-Threatened, E – Endangered, SSC- Species of Special Concern, FP - Fully Protected, CNPS Rank 1B, 2.1, 2.2, 2.3, 3, 4.2

Environmental Analysis:

Special Status Wildlife

Based on the information provided in Table 5 above and a survey of the site no suitable habitat exists for any of the species of concern. The property has been used for residential uses for decades. The California Department of Fish and Wildlife reviewed the project proposal and did not raise any concerns or make any comments on the project. No natural habitat exists on the property.

Environmental Analysis: *No Impact.*

IV.b Substantial Adverse Effect on Sensitive Natural Community

A significant impact would occur if the proposed Project has a substantial adverse effect on any riparian or other sensitive natural community. Sensitive vegetation communities are natural communities and habitats that are either unique, of relatively limited distribution in the region, or of particularly high wildlife value. However, these communities may or may not necessarily contain special-status species. Sensitive natural communities are usually identified in local or regional plans, policies or regulations. The California Department of Fish and Wildlife (CDFW) ranks sensitive communities as ‘threatened’ or ‘very threatened’ and keeps records of their occurrences in its Natural Diversity Database. Sensitive plant communities are also identified by CDFW on their List of California Natural Communities. In addition, streams, lakes, and riparian vegetation that are subject to jurisdiction by the CDFW under Sections 1600-1616 of the California Fish and Game Code are also regulated as sensitive communities. Impacts to sensitive natural communities identified in local or regional plans, policies, regulations or by the CDFW or the USFWS must be considered and evaluated under the California Environmental Quality Act (California Code of Regulations: Title 14, Div. 6, Chap. 3, Appendix G). According to a search of CNDDDB, no sensitive natural communities have been documented from the Project site within the Susanville USGS quadrangle. No sensitive natural communities were observed during the site reconnaissance for the property.

Environmental Analysis: *No Impact.*

IV.c Substantial Adverse Effect on Wetlands

A significant impact would occur if the proposed Project has a substantial adverse effect on federally protected wetlands. The U.S. Army Corps of Engineers (USACE) and the U.S. Environmental Protection Agency (EPA) regulate the discharge of dredged or fill material into waters of the United States, including wetlands, under Section 404 of the Clean Water Act (CWA) (33 USC 1344). Waters of the United States are defined in Title 33 CFR Part 328.3(a) and include a range of wet environments such as lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds. Section 404 of the CWA requires a federal license or permit before dredged or fill material may be discharged into waters of the United States, unless the activity is exempt from Section 404 regulation (e.g., certain farming and forestry activities). Section 401 of the CWA (33 U.S.C. 1341) requires any applicant for a federal license or permit to conduct any activity that may result in a discharge of a pollutant into waters of the United States to obtain a certification from the state in which the discharge originates or would originate, or, if appropriate, from the interstate water pollution control agency having jurisdiction over the affected waters at the point where the discharge originates or would originate. The responsibility for the protection of water quality in California rests with the Regional Water Quality Control Board (RWQCB).

No wetlands have been identified for the project site on the U.S. Fish and Wildlife wetlands Inventory Map. A site reconnaissance did not reveal any water features or water courses. Approximately 25% of the site is devoted to residential improvements, the remaining 75% has been disturbed over the years and is level with no low spots or ponding areas that would retain water.

Environmental Analysis: *No Impact.*

IV.d Substantial Interference with Movement of Species or Use of Nursery Sites

A significant impact would occur if the proposed Project interferes substantially with the movement of fish or wildlife species, established wildlife corridors, or use of native wildlife nursery sites.

The site is located within the urbanized area of the City of Susanville. The site does not provide a natural habitat for game animals though resident deer may be in the area around the site at various times during the year. The City of Susanville has resident deer population which fluctuates through the year with more animals being present during the fall months. The project site is not within a known migration or movement corridor for the Doyle Deer Herd (WAFWA 2005).

There are several trees on the site most of which would probably have to be removed when the property is developed. These trees are part of landscaping for the single family residence which is on the site. Many of the trees have not been maintained or pruned for decades. While there may be some potential that these trees could be used by for nesting by migratory birds and/or raptors which might result in disturbance or abandonment of nesting, roosting, or breeding sites in adjacent habitat, the potential for this occurring is very low due to the urban nature of the site and very active human presence. Much more attractive nesting sites are present in the Susanville area which provide better foraging opportunities. The level of impact to native wildlife nurseries is less than significant.

Environmental Analysis: *Less Than Significant Impact*

IV.e Conflict with Local Policies or Ordinances

As noted above, the site is a vacant parcel that currently has limited ruderal and herbaceous vegetation growing on the site. The site has extremely limited vegetation with a few trees most of which would be removed when the site is developed, however those trees would be removed regardless of whether the property is developed under the current zoning or the proposed zoning. The City has no local policies or ordinances protecting local biological resources so there cannot be a conflict with local ordinances.

Environmental Analysis: *No Impact.*

IV.f Conflict with Conservation Plans

A significant impact would occur if the proposed Project conflicts with the provisions of an adopted Habitat Conservation Plan.

The City of Susanville is not within any adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan.

Environmental Analysis: *No Impact.*

V. Cultural Resources

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?			√	
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?			√	
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?			√	
d) Disturb any human remains, including those interred outside of formal cemeteries?			√	

Environmental Setting

The following environmental setting summarizes the complete, detailed cultural setting.

Prehistory

Prior to about 2,000 B.C., there is no direct archeological evidence from Honey Lake Valley. Our assumptions on the earliest occupation of the Honey Lake Valley, are derived by extrapolation from neighboring areas. Honey Lake Valley formed a western arm of Pluvial Lake Lahontan. This area was fed by drainage from Secret Valley, about fifteen miles to the north, and Lake Madeline, which occupied the now arid Madeline Plains. The shores of these large lakes were populated by indigenous people who were heavily dependent upon shoreline resources and big game hunting. The tool kit of these people remained remarkably uniform over most of this very large area and is known under various names, the most descriptive of which is the Western Pluvial Lakes Tradition (Bedwell, 1970). This period lasts from about 9,000 to 6,000 B.C. During this span, the lakes slowly dried up and the Desert Culture arose, featuring an expansion of the range of food resources exploited, particularly the development or introduction of mano and metate technology for grinding parched seeds into flour. The Desert Culture was characterized by small groups of people, moving over a wide territory in a yearly round. This cycle of seasonal transhumance (Davis 1963) did not permit any considerable elaboration of material culture. Where the lakes had not dried completely, such as Honey Lake Valley, or where reliable rivers still ran, a more sedentary existence, with opportunity for elaboration of material culture such as shell beads, utilitarian and decorative items, and permanent housing, was possible as evidenced at the Karlo Site in Secret Valley. The start of the Karlo Period is dated on the basis of shell bead comparison to about 2,000 B.C., equivalent to the Early Horizon/Middle Horizon transition period in the Central California sequence. A grinding tool found at the Karlo Site was unknown to the Paiute, who moved into the area at a later date, which suggests the Karlo Period people are not related to the Paiute.

In the Honey Lake Valley the whole archeological sequence seems to represent a continuum of occupation by people exploiting a wide range of food resources, but strongly oriented to the relatively bountiful habitat around Honey Lake. The strong similarities with Californian cultures suggests that ancestral Maidu or Achomawi occupied the area in earlier times. In recent prehistory the territory was probably controlled by Maidu, but in protohistoric and historic times the situation became much more complex.

Ethnology

Francis Riddell did ethnographic work with the Honey Lake Paiute, the Maidu and, to an extent, the Achomawi, making him uniquely qualified to deal with the confused situation in Honey Lake Valley in the proto-historic period. The Maidu had controlled all of Honey Lake Valley, until the Paiute incursion into the area and apparently held off the newcomers from about A.D. 1300 to 1700. At this point the Maidu withdrew to the west side of the valley, centering on the Susan River, and the Wadikut band of Paiute took over the shores of Honey Lake. The technology and subsistence pattern of both peoples was quite similar. Their main villages were located near reliable water supplies and much of the subsistence base was derived from the plentiful plants and animals that depended upon the same water source. Both ranged widely for other vegetable and animal food sources, ground nuts and seeds into flour, participated in communal hunts, and probably enjoyed fairly peaceful relationships with each other, after a period of adjustment, which was aided by very different attitudes toward Honey Lake. To the Maidu, who were basically mountain people and controlled several rich valleys on both sides of the Sierra crest, Honey Lake had been merely a far eastern possession of no great importance. To the Paiute the lake represented an opportunity to avoid a life of wandering on the desert and, as such, was vitally important. The Achomawi and Washo both made their presence felt in the valley during the historic period, but the time depth of their incursions is not known.

The initial contact with whites proceeded much more slowly in Honey Lake Valley than in many areas of California. There was never a real gold rush in this area, although a lot of prospecting was done, and the white population of the valley grew slowly. The Indians managed to retain their traditional lifestyle for some time after contact.

History

William H. Nobles began establishing Nobles' trail from Shasta in 1852. The route of the trail has been marked at Susanville City Park, California Historical Landmark (CHL) 675, and on Route 395 north of Honey Lake, CHL 677. The first settler in Honey Lake Valley was Isaac Roop (Hoover, Rensch, and Rensch 1970:145). In 1853, Isaac and Ephriam Roop built a log cabin along Noble's pass, with the intention to establish a trading post along Noble's Emigrant Trail. By 1854 he had built a log building that at various times was known as Roop's House, Roop's Hotel, and Roop's Fort (Davis nd.:9).

Nobles' trail did not greatly increase the Euro-American population of Honey Lake Valley. Roop ran his store and a few other people ran cattle and prospected. Due to the extreme isolation of the area, the settlers decided to set up their own government, forming the "Territory of Nataqua" in 1856 with Roop as secretary/recorder and Peter Lassen as surveyor. By 1859, a constitutional convention was held at Genoa, Nevada, to organize a territory (a forerunner of Nevada) to be separated from Utah, with Roop elected provisional governor. However, the federal government formed the Nevada Territory in 1861, and Honey Lake Valley was immediately claimed by both Lake County of the new territory and Plumas County, California. Despite the citizens' claim that Honey Lake Valley was part of Nevada, Plumas County in California also claimed jurisdiction over the valley, which led to a conflict known as the Sagebrush War. The conflict ended peacefully, and a survey team sent by the governors of California and the Nevada Territory determined that Honey Lake was in California. The California Legislature placed Honey Lake Valley in the newly created Lassen County (Fariss and Smith 1882:363).

At first the relations between Indian and white were uncommonly cordial, and settlers made a treaty with Paiute Chief Winnemucca providing for peaceful settlement of issues; however, that relationship deteriorated over time. In 1857, a Washo raid on a ranch in Honey Lake thoroughly harvested the ranch's potato crop and led to the "Potato War" and increased settler's fears. The murder of a settler in 1859, likely by a band of Paiute independent of Winnemucca, furthered settler's fears of hostility. "Gold fever"

led to the loss of tribal lands and to general hostility throughout Paiute territory. After serious fighting along the Carson River in Western Nevada some of the defeated Paiute retreated north, bringing them opposite Honey Lake. Starving Paiute driven from Pyramid Lake often raided the valley, and at one point killed a rancher east of Susanville. This led to a skirmish with the Paiute east of Honey Lake and drove them further north. After a treaty signing with Winnemucca, large-scale violence with the Indians was ended, although the ambushing and killing of some Indians subsequently occurred. The settlers were still convinced that their safety depended upon driving all Indians from the Valley. The Susanville Rancheria, which amounted to 30 acres until the recent addition of a 120-acre adjunct is the only area ever set aside for them in the valley. In keeping with the number of tribes that claimed or visited the area prior to the advent of the whites, the land was purchased August 13, 1923, as a home for any displaced California Indians, who cared to live there (Greenway 1978:4). Indians claiming descent from the Pit Rivers, Maidu, Paiute and Washo, all came to live on the rancheria.

The Federal Desert Land Act of 1877 led to an increase in agricultural production and population in the Honey Lake region. Construction of the Fernley and Lassen Railway, completed by the Southern Pacific in 1913, provided cheaper access to outside markets, stimulating ranching and the raising of small grains. Susanville prospered as a supply center for this population and for the burgeoning logging industry west of the town. As the population of the area increased, several small agricultural communities came into existence. Clinton had a post office as early as 1896 and was merged with the Leavitt Post Office (established 1914) in 1915. The latter was merged with Litchfield in 1920 (Frickstad 1955:66-68). Johnstonville was a very early settlement. Originally known as Toadtown, because of the number of toads that appeared in the area after a rainstorm, the name was changed in 1864 in honor of a pioneer farmer in the valley, Robert Johnston (Gudde 1969:158).

V.a-b Substantial Adverse Change in Historical and Archeological Resources

A significant impact would be one that would cause a substantial adverse change in the significance of historical or archeological resources.

For the purposes of CEQA, an historical resource is a resource listed in, or determined eligible for listing in the California Register of Historical Resources. When a project will impact a site, it needs to be determined whether the site is an historical resource, which is defined as any site which:

- (A.) Is historically or archeologically significant, or is significant in the architectural, engineering, scientific, economic, agricultural, educational, social, political or cultural annals of California; and
- (B) Meets any of the following criteria:
 1. Is associated with events that have made a significant contribution to the broad patterns of California's history and cultural heritage;
 2. Is associated with the lives of persons important in our past;
 3. Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values; or
 4. Has yielded, or may be likely to yield, information important in prehistory or history.

The site has been significantly disturbed over time and is currently 25% developed with residential improvements with structures and yard areas and 30% is vacant but had been previously developed. A surface archaeological survey would at this time be unlikely to reveal any artifacts however that does not preclude the possibility the site may contain subsurface artifacts that may only be revealed upon

construction. Development of the project is subject to the requirement that if, during construction activities, unusual amounts of non-native stone (obsidian, fine-grained silicates, basalt), bone, shell, or prehistoric or historic period artifacts (purple glass, etc.), or if areas that contain dark-colored sediment that do not appear to have been created through natural processes are discovered, work will cease in the immediate area of discovery and a professionally qualified archeologist will be contacted immediately for an on-site inspection of the discovery.

If any bone is uncovered that appears to be human, work will cease in the immediate area of discovery, and the Lassen County Coroner must be contacted by law (State Health and Safety Code Section 7050.5 and Public Resource Code Section 5097.98). If the coroner determines that the bone most likely represents a Native American interment, the Coroner has 24 hours to contact the Native American Heritage Commission in Sacramento so that they can identify the most likely descendants, who will then help determine what course of action shall be taken in handling the remains.

Environmental Analysis: *Less than Significant Impact.*

V.c Destroy a Unique Paleontological Resource or Unique Geological Feature

A significant impact would be one that would destroy a unique paleontological resource or site or unique geological feature.

There are no unique geologic features or known paleontological resources on the Project site. This impact is less than significant.

Environmental Analysis: *Less than Significant Impact.*

V.d Disturb Human Remains

A significant impact would be one that would disturb human remains.

There is no record or evidence that would indicate the presence of human remains on the site. The property has been used for residential purposes since at least the 1930s. The presence of buried remains is not anticipated. However, if, during construction activities, unusual amounts of non-native stone (obsidian, fine-grained silicates, basalt), bone, shell, or prehistoric or historic period artifacts (purple glass, etc.), or if areas that contain dark-colored sediment that do not appear to have been created through natural processes are discovered, work will cease in the immediate area of discovery and a professionally qualified archeologist will be contacted immediately for a on-site inspection of the discovery. The Native American Heritage Commission may also be contacted to help determine the appropriate course of action. Due to the lack of known presence of human remains.

If any bone is uncovered that appears to be human, work will cease in the immediate area of discovery, and the Lassen County Coroner must be contacted by law (State Health and Safety Code Section 7050.5 and Public Resource Code Section 5097.98). If the coroner determines that the bone most likely represents a Native American interment, the Coroner has 24 hours to contact the Native American Heritage Commission in Sacramento so that they can identify the most likely descendants, who will then help determine what course of action shall be taken in handling the remains. Earth disturbance would cease until the Lassen County Coroner has made necessary findings as to the origin and disposition of such remains in accordance with State Health and Safety Code Section 7050.5 and Public Resource Code Section 5097.98.

Environmental Analysis: *Less than Significant Impact.*

VI. Geology and Soils

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.			√	
ii) Strong seismic ground shaking?			√	
iii) Seismic-related ground failure, including liquefaction?			√	
iv) Landslides?				√
b) Result in substantial soil erosion or the loss of topsoil?			√	
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?			√	
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?			√	
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?				√

Environmental Setting

The 2-acre Project site is located in the urbanized portion of Susanville, at an elevation of approximately 4,186 feet above mean sea level. The topography of the site is very flat as it has been previously leveled and graded. Currently, the site contains sparse vegetation primarily along the road frontage and south property line, numerous trees, a single family residence and 2 accessory residential structures exist on the property. The property is surrounded by residential property and land which is zoned for residential uses.

According to the USDA and the NRCS, the Project site contains Springmeyer sandy clay loam (Soil Map Unit 366), Modoc Truax Complex (Soil Map Unit 285) and Devada-rock outcrop association (Soil Map Unit 179). These soils are characterized by being well drained, having low slope (2%), depth to

impermeable lay from 20 for Devada to 80 inches for Springmeyer, low runoff for Springmeyer to high runoff for Devada, good permeability, and moderate shrink-swell potential.

The California Division of Mines and Geology indicates Susanville is located within the Honey Lake Fault Zone, with four quaternary (potentially active) faults and three prequaternary (inactive) faults located in or near the city. As discussed in the City of Susanville General Plan, there are no faults classified as “active” within the City’s Sphere of Influence. The four quaternary faults within the City include the “Hospital Fault”, west of the Project, “Inspiration Fault”, west of and nearest to the Project, and “Grand Fault” and “College Fault”, both located north of the Project in the northern portion of the City. None of the fault lines are located on the Project site.

VI.a-i Exposure to Loss, Injury, Death from Rupture of Known Earthquake Fault

A significant impact would occur if the Project results in exposure of people or structures to loss, injury or death from rupture of a known earthquake fault.

No substantial faults are known to be located within the Susanville area according to the Alquist-Priolo Earthquake Fault Zoning Maps and the State of California DOC. The City is not located within a mapped Alquist-Priolo Earthquake Fault Zone. The California Division of Mines and Geology indicates Susanville is located within the Honey Lake Fault Zone, with four quaternary (potentially active) faults and three prequaternary (inactive) faults located in or near the city. As discussed in the City of Susanville General Plan, there are no faults classified as “active” within the City’s Sphere of Influence. The four quaternary faults within the City include the “Hospital Fault”, southwest of the Project, “Inspiration Fault”, west of the Project, and “Grand Fault” and “College Fault”, both located northeast of the Project in the northern portion of the City. None of the fault lines are located on the Project site. Due to the potential for seismic activity, the General Plan requires buildings to be constructed consistent with the standards established in the International Building Code (IBC) for seismic zone 3. The Project buildings will be designed and constructed in accordance with the seismic requirements for the area as required by the UBC to maintain safety and reduce seismic risk to occupants.

Environmental Analysis: *Less than Significant Impact.*

VI.a-ii Exposure to Loss, Injury, Death from Strong Seismic Ground Shaking

A significant impact would occur if the proposed Project results in exposure of people or structures to loss, injury or death from strong seismic ground shaking.

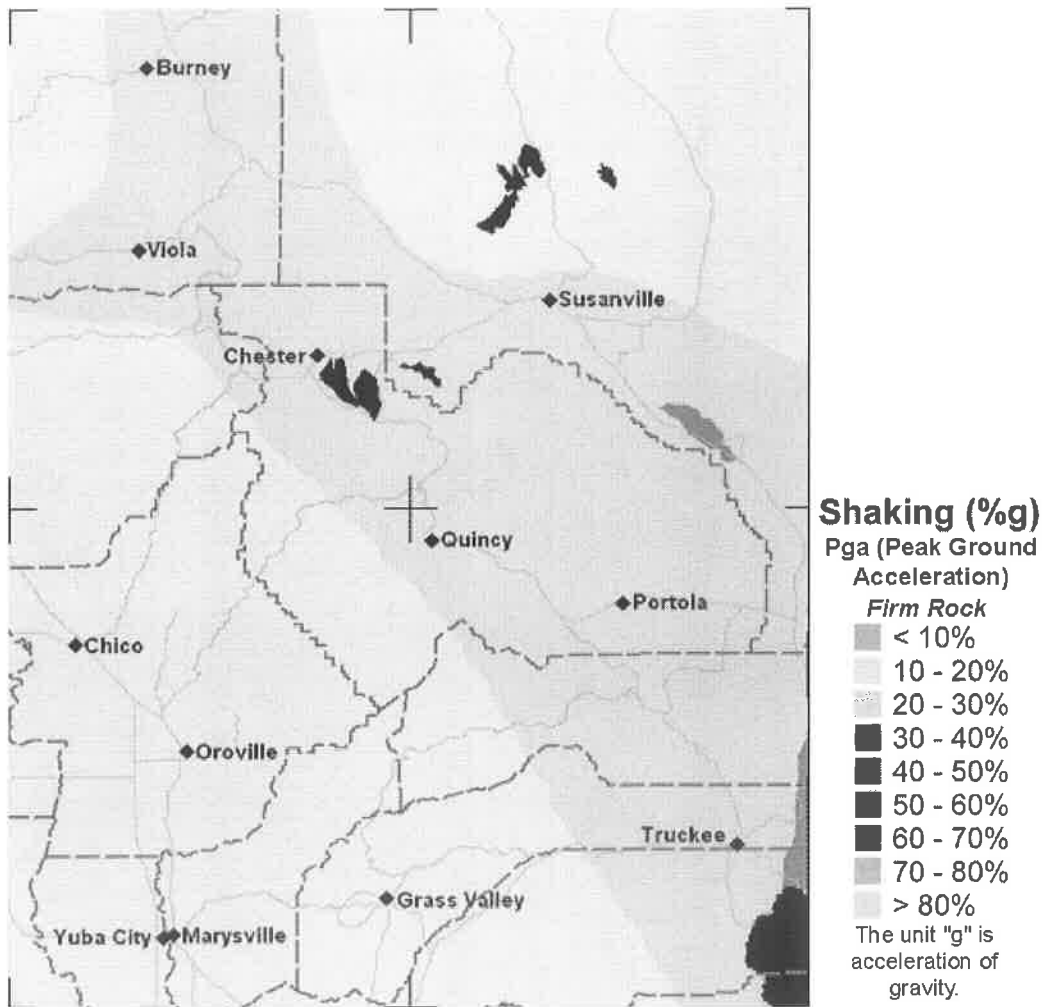
Impacts regarding strong seismic ground shaking have been discussed above in impact VI.a-i. The Project buildings are required to be designed and constructed in accordance with the California Building Code to maintain safety and reduce seismic risk. Additional information on ground motions is provided in the following text and graphic.

Ground Motions for Susanville

Ground motions (10% probability of being exceeded in 50 years) are expressed as a fraction of the acceleration due to gravity (g). Three values of ground motion are shown: peak ground acceleration (Pga), and spectral acceleration (Sa) at short (0.2 second), and moderately long (1.0 second) periods. Ground motion values are also modified by the local site soil conditions. Each ground motion value is shown for three different site conditions: firm rock (conditions on the boundary between site categories B and C as defined by the building code), soft rock (site category C), and alluvium (site category D).

Ground Motion	Firm Rock	Soft Rock	Alluvium
P _{ga}	0.215	0.235	0.275
S _a 0.2 sec	0.517	0.564	0.669
S _a 1.0 sec	0.172	0.218	0.298

NEHRP Soil Corrections were used to calculate Soft Rock and Alluvium. Ground Motion values were interpolated from a grid (0.05 degree spacing) of calculated values. Interpolated ground motion may not equal values calculated for a specific site, therefore these values are not intended for design or analysis.
<http://redirect.conservation.ca.gov/cgs/rghm/pshamap/pshamap.asp?Longitude=-120.58&Latitude=40.412>
 Source: California Geological Survey



Environmental Analysis: *Less than Significant Impact.*

VI.a-iii Exposure to Loss, Injury, Death from Seismic-related Ground Failure

A significant impact would occur if the proposed Project results in exposure of people or structures to loss, injury or death from seismic-related ground failure.

Future structures will be required to and will comply with the CBC to ensure seismic safety.

Environmental Analysis: *Less than Significant Impact.*

VI.a-iv Exposure to Loss, Injury, Death from Landslides

A significant impact would occur if the proposed Project results in exposure of people or structures to loss, injury or death from landslides.

The area within and surrounding the Project site is relatively flat and the risk of landslide activity is non-existent. No geologic landforms exist on or near the site that could result in a landslide event. Construction will be in accordance with engineering standards approved by the City, the impact will be less than significant.

Environmental Analysis: *Less than Significant Impact.*

VI.b Result in Substantial Erosion or Loss of Topsoil

A significant impact would occur if the proposed Project results in erosion of the loss of topsoil.

Grading activities associated with the future development of the property construction of the Project will involve earthmoving and site clearing. These activities could expose soils to erosion processes. The extent of erosion varies depending on slope steepness/stability, vegetation/cover, concentration of runoff, and weather conditions. The site has very little slope and will continue to have a flat topography after grading and development. The site currently drains in various directions, however the general slope is from north to south according the USGS topo map. The site will be graded to drain to direct surface runoff to road side drainage facilities that exist around the property. The slopes on the property are too low to create the water velocity for significant erosion however, since more than 1 acre will be disturbed a storm water pollution prevention plan (SWPPP) will be required to address potential storm water contaminants during construction which is proposed to be in 4 phases. Once the site is developed paving, structures and landscaping will cover a significant portion of the site with landscaping making up the remainder, making the site free from erosion, and an insignificant impact

To prevent water and wind erosion during the construction period, a Stormwater Pollution Prevention Plan (SWPPP) would be developed for the Project as required for all projects that disturb more than one (1) acre in size in the State of California. The SWPPP would include controls for pollutants, non-stormwater discharges, site-specific sediment and erosion control BMPs, run-off calculations and design details, site stabilization BMPs, and other measures. As part of the SWPPP, the developer will be required to provide sediment and erosion control measures to protect the topsoil. Stockpiled soils would be properly located, watered and/or covered to prevent soil loss due to wind erosion during construction. Each BMP would be mapped and detailed CASQA specifications included in the SWPPP. As a result of these efforts, loss of topsoil and substantial soil erosion during the construction period would be minimal.

Environmental Analysis: *Less than Significant Impact.*

V.I.c Location on an Unstable Geological Unit or Soil

A significant impact would occur if the proposed Project results in landslides, lateral spreading, subsidence, liquefaction, or collapse due to a location on an unstable geologic unit or soils.

Grade change will not occur in the topography to the point where the Project could expose people or structures to potential substantial adverse effects on, or offsite, such as landslides, lateral spreading, liquefaction or collapse. The Project site has a low risk of subsidence.

Environmental Analysis: *Less than Significant Impact.*

VI.d Location on Expansive Soils

A significant impact would occur if the proposed Project results in substantial risk to life or property due to location on expansive soil.

According to the USDA and the NRCS, the Project site contains Springmeyer Sandy Clay Loam, Modoc-Truex Complex, and Devada-rock outcrop association. These soils have low shrink/swelling potential and is described in Table 6.

Table 6	
NRCS Soils in the Project Area	
Soil Type	Springmeyer Sandy Clay Loam 0-2% Slopes
Parent Material²	Alluvium derived from mixed rocks
Surface Runoff Class³	Low
Slowest Permeability⁴	Moderately high
Shrink-Swell Potential⁵	Low
Corrosivity⁶	Low/High
Drainage Class⁷	Well drained
Available Water Capacity⁸	Moderate (8.6 inches)
Hydrologic Soil Group⁹	B
Land Capability	2c irrigated/6c non-irrigated
Soil Type	Modoc-Truax Complex 0-2% Slopes
Parent Material²	Lacustrine deposits/Alluvium derived from small rocks
Surface Runoff Class³	Medium
Slowest Permeability⁴	Moderately high
Shrink-Swell Potential⁵	Low
Corrosivity⁶	Low/High
Drainage Class⁷	Well drained
Available Water Capacity⁸	Low (3.9 inches Modoc, 5.6 inches Truax)
Hydrologic Soil Group⁹	C
Land Capability	3e irrigated/6e non-irrigated
Soil Type	Devada-rock outcrop 2%
Parent Material²	Colluvium from andesite and basalt
Surface Runoff Class³	Very High
Slowest Permeability⁴	Very low to low
Shrink-Swell Potential⁵	Low
Corrosivity⁶	Low/High
Drainage Class⁷	Well drained
Available Water Capacity⁸	Very low (1.7 inches)
Hydrologic Soil Group⁹	D

Source: NRCS 2015 Soil Survey Maps; Soil

Table Notes:

2. Parent material. The unconsolidated and chemically weathered mineral and organic material in which the solum of a soil is formed as a result of pedogenic processes.

3. **Runoff.** The precipitation discharged into stream channels from an area. The water that flows off the surface of the land without sinking into the soil is called surface runoff. Water that enters the soil before reaching surface streams is called ground-water runoff or seepage flow from ground water.
4. **Permeability.** The quality of the soil that enables water or air to move downward through the profile. The rate at which a saturated soil transmits water is accepted as a measure of this quality.
5. **Shrink/Swell Potential** provides criteria for determination of expansive soil properties.
6. **Ratings** are for Concrete/Steel. The ratings provided are the most conservative and based on the highest % representative aggregate. Site-specific soil resistivity analysis will be necessary prior to site development.
7. **Drainage class (natural).** Refers to the frequency and duration of wet periods under conditions similar to those under which the soil formed. Alterations of the water regime by human activities, either through drainage or irrigation, are not a consideration unless they have significantly changed the morphology of the soil. Seven classes of natural soil drainage are recognized—excessively drained, somewhat excessively drained, well drained, moderately well drained, somewhat poorly drained, poorly drained, and very poorly drained. These classes are defined in the “Soil Survey Manual.”
8. **Available water capacity (AWC) (available moisture capacity).** The volume of water that should be available to plants if the soil, inclusive of fragments, were at field capacity. It is commonly estimated as the difference between the amount of water at field capacity and the amount at wilting point with adjustments for salinity, fragments, and rooting depth. It is commonly expressed as inches of water per inch of soil. The capacity, in inches, in a 60-inch profile or to a limiting layer is expressed as: Very low 0 to 2.5; Low 2.5 to 5.0; Moderate 5.0 to 7.5; High 7.5 to 10.0; Very high more than 10.0.
9. **Hydrologic soil groups.** Refers to soils grouped according to their runoff potential. The soil properties that influence this potential are those that affect the minimum rate of water infiltration on a bare soil during periods after prolonged wetting when the soil is not frozen. These properties are depth to a seasonal high water table, the infiltration rate and permeability after prolonged wetting, and depth to a very slowly permeable layer. The slope and the kind of plant cover are not considered but are separate factors in predicting runoff. Hydrologic Soils Group Definitions: A=low runoff potential (0.30 to 0.45 in/hr); B=moderate runoff potential (0.15 to 0.30 in/hr); C=moderately high runoff potential (0.05 to 0.5 in/hr); D=high runoff potential (less than 0.05 in/hr)

Environmental Analysis: *Less than Significant Impact.*

VI.e Inadequate Soils for Wastewater Disposal Systems

A significant impact would occur if the proposed Project results in placement of septic tanks or alternative wastewater disposal systems where sewers are not available on appropriate soils.

No septic tank or leachfield areas for wastewater is proposed for the site. Wastewater disposal will be achieved through connection to a municipal sewer system. A sewer line runs through the middle of the property which will have to be relocated. The proposed relocation will divert the line in Park Street north to another line in First Street. Susanville Sanitation District has indicated that they have capacity to serve the proposed use.

Environmental Analysis: *No Impact.*

VII. Greenhouse Gas Emissions

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?			√	
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?			√	

Environmental Setting

The Project lies within the Northeast Plateau Air Basin, for which the State of California has delegated air quality management responsibility to the Lassen County Air Pollution Control District (LCAPCD). Currently there are no formally adopted quantitative thresholds of significance for project-related GHGs. The Sacramento Metropolitan Air Quality Management District (SMAQMD) suggests in its CEQA guidance the following significance thresholds: 1,100 metric tons per year of CO₂e emitted during project construction, and 1,100 metric tons of CO₂e per year for project operation.

VII.a Generate Greenhouse Gas Emissions, Either Directly or Indirectly, that may have a Significant Impact on the Environment

Greenhouse gases (GHGs) that have the ability to absorb energy radiating away from the earth include water vapor, carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride. These GHGs affect the thermal balance of the atmosphere between incoming solar radiation and outgoing thermal radiation, and, hence, the temperature of the atmosphere. Natural processes and human activities emit GHGs. Except for water vapor, the listed GHGs are subject to regulation by the State of California and the federal government.

The primary climate change legislation in California is AB 32, the California Global Warming Solutions Act of 2006. AB 32 focuses on reducing GHG emissions in California. AB 32 requires that GHGs emitted in California be reduced to 1990 levels by the year 2020, and Executive Order S-3-05 states the goal of further reducing GHGs emissions to a level 80% lower than 1990 emissions by 2050.

ARB approved the Climate Change Scoping Plan (Scoping Plan) in December 2008. The Scoping Plan “proposes a comprehensive set of actions designed to reduce overall GHG emissions in California, improve our environment, reduce our dependence on oil, diversify our energy sources, save energy, create new jobs, and enhance public health.” A Mandatory Reporting Regulation has been in effect since December 2008, and a Cap-and-Trade Program was adopted in 2011 and amended in 2012.

GHG emissions from construction and operation of the Project, as calculated using the software model CalEEMod, are shown in Tables 7 and 8 respectively.

Table 7						
Construction Greenhouse Gas Emissions						
Pollutant:	Bio-CO₂	NBio-CO₂	Total CO₂	CH₄	N₂O	CO₂e
Year/Units:	MT					
Unknown	0	273.1	273.1	0.059	0.00	274.3
Total	0	273.1	273.1	0.059	0.00	274.3

Source: CalEEMod

Table 8						
Operation Greenhouse Gas Emissions						
Pollutant:	Bio-CO₂	NBio-CO₂	Total CO₂	CH₄	N₂O	CO₂e
Units:	MT/yr					
Source Category						
Area	0.00	0.425	0.42	0.001	0.00	0.43
Energy	0.00	52.68	52.68	0.002	0.00005	52.93
Mobile	0.00	261.43	261.43	0.02	0.00	261.77

Waste	1.79	0.00	1.79	0.53	0.00	12.98
Water	0.602	4.33	4.94	0.06	0.0015	6.77
Total	2.41	318.86	321.27	0.615	0.002	334.89

Source: CalEEMod 2015

The SMAQMD in its CEQA guidance has adopted 1,100 metric tons of CO₂e as the significance thresholds for GHG emitted during project construction, and 1,100 metric tons of CO₂e per year for project operation.³ As can be seen in Tables 7 and 8, project construction and operation would have lower emission rates than this significance threshold. Therefore, project construction and operation would have less than significant GHG impacts.

Environmental Analysis: *Less than Significant Impact.*

VII.b Conflict with any Applicable Plan, Policy, or Regulation of an Agency Adopted for the Purpose of Reducing the Emissions of Greenhouse Gases

The California Global Warming Solutions Act of 2006 (AB 32) is the “applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases.” ARB’s Scoping Plan, derived from AB 32, includes the following elements that are directly relevant to the Project’s development of park facilities:

- Expanding and strengthening existing energy efficiency programs as well as building and appliance standards; and
- Establishing targets for transportation-related GHG emissions for regions throughout California and pursuing policies and incentives to achieve those targets.

The Project is designed to support both elements with the following design features and mitigations:

- The project will use water efficient drip irrigation landscaping, as required by city code.
- The location of the site adjacent to an already highly travelled roadway and its proximity to pedestrian sidewalks, and bike lanes, will reduce vehicle miles traveled (VMT) for the Project.

Therefore, the Project will not conflict with any applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of greenhouse gases, and its impacts will be less than significant.

Environmental Analysis: *Less than Significant Impact.*

VIII. Hazards and Hazardous Materials

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?			√	
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions			√	

³ Sacramento Metropolitan Air Quality Management District, *Resolution 2014-028 October 23, 2014*

involving the release of hazardous materials into the environment?				
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?			√	
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				√
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				√
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				√
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?				√
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?			√	

VIII.a-b Hazard to the Public or the Environment through Transport, Use, or Disposal of Hazardous Materials, Foreseeable Upset and Accident of Release of Hazardous Materials

A significant impact would occur if the proposed Project produces a substantial risk to the public from routine transportation, use, or disposal of hazardous material. A significant impact would occur if the proposed Project releases hazardous materials into the environment, creating significant hazards to the public or the environment.

When construction occurs, at some unknown point in the future, development will require transport and use of small quantities of hazardous materials in the form of gasoline, diesel and oil. There is the potential for small spills when refueling of construction equipment occurs, however standard construction Best Management Practices (BMPs) included in the SWPPP (Regulatory Compliance Measure 2.6.4) will reduce the potential for the release of construction-related fuels and other hazardous materials to storm water contamination from spills or leaks, control the amount of runoff from the site, and require proper disposal or recycling of hazardous materials.

Project operations will not typically utilize any significant amounts of hazardous material. Landscaping maintenance will be similar to maintaining a large yard area and will use small amounts of hazardous materials, such as fuel and lubricants, fertilizers, and other site maintenance chemicals

Environmental Analysis: *Less than Significant Impact.*

VII.c Hazardous Materials Near a School

A significant impact would occur if the proposed Project emits or handles hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school.

The nearest school is the McKinley Elementary School is located approximately 2,100 feet to the west of the project site and is therefore more than ¼ mile away. Future development of the site with multi-family residential uses will not result in the storage or use of significant amounts of hazardous materials. This, combined with the distances from schools makes the potential for hazardous release which would affect a school extremely unlikely.

Environmental Analysis: *Less than Significant Impact.*

VIII.d Location on Hazardous Material Site

A significant impact would occur if the proposed Project is located on a list of hazardous materials sites.

The Project does not involve land that is listed as a hazardous materials site pursuant to Government Code Section 65962.5. There are two sites listed on the California Department of Toxic Substances Control Envirostor database in Lassen County. The sites are both located on Sierra Army Depot property in Herlong. There are no listed sites in Susanville.

Environmental Analysis: *No Impact.*

VIII.e-f Location near Airport Land Use Plan or Private Airstrip

A significant impact would occur if the proposed Project results in a location near a public airport or private airstrip.

The nearest airport, Susanville Municipal Airport, is over four miles southeast of the Project site. The Project will not result in a safety hazard for people working in the Project area.

Environmental Analysis: *No Impact.*

VIII.g Impaired Implementation of Emergency Plan

A significant impact would occur if the proposed Project impairs implementation of or physically interferes with an adopted emergency response plan or emergency evacuation plan.

The Project will not interfere with implementation of an emergency response plan or evacuation. The project is not located on a designated evacuation route.

Environmental Analysis: *No Impact.*

VIII.h Exposure to Loss, Injury or Death Due to Wildland Fires

A significant impact would occur if the proposed Project exposes people or structures to a significant risk of loss, injury or death involving wildland fires.

The property is located within an Urban Response Area for fires and is within the developed urban core of the City of Susanville. Therefore, the risk of a wildland fire affecting the property is less than significant.

Environmental Analysis: *Less than Significant Impact.*

IX. Hydrology and Water Quality

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements?			√	
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?			√	
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?			√	
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?			√	
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?			√	
f) Otherwise substantially degrade water quality?			√	
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				√
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?				√

i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?				√
j) Inundation by seiche, tsunami, or mudflow?				√

Environmental Setting

The 2-acre Project site is located in eastern part of the City’s urban core on the west side of Russell Street south of Paul Bunyan Road at an elevation of approximately 4,165 feet above mean sea level. Located within Zone X of the flood insurance rate map, Zone X corresponds to areas of minimal flood hazard, and includes areas protected from the 1- percent annual chance flood by levees. No base flood elevations or depths are calculated within this zone and flood insurance purchase is not required. There are no lakes, dams, or other large water bodies near the site. The Susan River is the closest water body which is located approximately 2850 feet south of the project site.

Surface water generally drains toward the south within the Project site, surface discharge occurring into the existing roadside drainage along Russell Street.

IX.a Violate Water Quality Standards or Waste Discharge Requirements

A significant impact would occur if the proposed Project violates water quality standards or water discharge requirements.

The proposed project consists of amending the General Plan and zoning to allow duplex and triplex dwellings up to 15 dwelling units to the acre instead of the current zoning which allows 6 single family dwellings to the acre. Either development scenario will result in construction activities, such as removal of ground vegetation, grading or other earthmoving activities, will disturb the ground surface, potentially resulting in soil erosion. The extent of erosion will be minimal due to the very low slopes on the site, 0-2%. The Project site is covered primarily by annual grasses and is developed with a single family dwelling. The ultimate development of the site would result in approximately 80% of the lot being covered by building and parking area. Runoff from the paved areas will contain small amounts of oils and other automotive fluids that may drip from parked cars. Some type of on-site treatment of surface runoff should be installed to reduce the amount of pollutants in this water before it reaches the storm drainage system. On-site infiltration and detention are typical methods of removing pollutants. During the construction period, storm water will be captured and treated within the Project site in compliance with the Statewide Construction General Permit (Board Order No. 2009-0009-DWQ).

Regulatory compliance measures are included in the Project to ensure water quality standards and waste discharge requirements are not violated. Regulatory Compliance Measure 2.6.4 includes the preparation and implementation of the SWPPP, including controls for pollutants, non-storm water discharges, site-specific BMPs, run-off calculations and design details, stabilization BMPs, and other measures. As part of the SWPPP, the developer will be required to install erosion and sediment control measures, implement wind erosion control measures and tracking control BMPs to protect the topsoil. Stockpiled soils will be properly located, watered and/or covered to prevent loss due to wind erosion. The site-specific SWPPP includes erosion and sediment control BMPs and non-storm water and material management BMPs. Each BMP would be mapped and detailed with CASQA specifications. Implementation of the SWPPP and its BMPs directed at sediment and erosion control and proper site management in conjunction with daily and

storm event monitoring would ensure water quality standards and discharge requirements are maintained throughout the construction period.

When the property is developed the City will require that the increased runoff generated as a result of increased impervious surfaces will be mitigated to pre-development levels through the use of detention facilities. Some of the soils on the property has a fair to good infiltration rate (well-drained, slow to medium runoff, good to moderate permeability) and an underground detention structure or surface may be used to attenuate the increase in peak flow runoff. The City requires a design criteria for sizing the detention facility of a 20-year event. An oil water separator may be required as part of the design to trap oils from the paved areas.

Environmental Analysis: *Less than Significant Impact.*

IX.b Deplete Groundwater Supplies or Interfere with Groundwater Recharge

A significant impact would occur if the proposed Project depletes groundwater supplies or interferes substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level.

The Project will utilize water for irrigation and residential consumption. The Project will connect to the City's water line running in adjacent streets. The City derives its water source primarily from springs and uses groundwater from wells as a back-up and as a supplement during the summer season.

Approximately 1.6 acres of impervious surface coverage could occur with maximum build-out of the property. An on-site infiltration system to mitigate peak flow runoff and address water quality issues will be required at the time of development and the required design of the system will provide for on-site infiltration of rainwater. As a result, the net change to impervious surfaces and resulting infiltration will be less than significant.

Environmental Analysis: *Less than Significant Impact.*

IX.c Alter the Existing Drainage Pattern to Result in Substantial Erosion or Siltation

A significant impact would occur if the proposed Project alters the existing drainage pattern of the site or area, which would result in substantial erosion or siltation on- or off-site.

A SWPPP and site-specific temporary BMPs would be in place during construction, as described in impact IX-a. Drainage patterns would not significantly as a result of Project build-out. Areas disturbed during construction would be stabilized to prevent sedimentation, erosion and siltation. The extent of erosion will be minimal due to the very minimal slopes on the site, 0-2%. Once construction is complete the site will be stable as to erosion potential with impervious surfaces and landscaping.

The Project will be required to address any increase in peak flows on-site so that the capacity of existing drainage facilities will not be significantly impacted.

Environmental Analysis: *Less than Significant Impact.*

IX.d Alter the Existing Drainage Pattern to Increase the Rate or Amount of Surface Runoff

A significant impact would occur if the proposed Project alters the existing drainage pattern of the site or area or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site.

Drainage patterns would change minimally as a result of Project build-out. Due to the level nature of the site some importation of soil may be required to achieve the necessary grades for proper drainage however the natural drainage patterns will be preserved. Areas disturbed during construction would be covered with vegetation, mulch, or other surfacing to protect against rainfall impact and infiltrate precipitation as the season requires. Impact analyses for Impacts IX.a,b and c also discuss potential impacts to drainage.

The ultimate development of the property will be required through to capture and infiltrate increased surface runoff from new impervious surface with either a surface or an underground detention facility which allows for infiltration and will also mitigate peak flow runoff and reduce contaminants in the drainage water before being released to the storm drain system, as discussed above for Impact IX.a and c.

Environmental Analysis: *Less than Significant Impact.*

IX.e Create or Contribute Runoff Water Exceeding Capacity of Stormwater Drainage

A significant impact would occur if the proposed Project creates or contributes runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff.

Based on the City's requirement to attenuate storm water runoff through detention facilities located on site the impacts to the existing storm drainage system will be less than significant.

Environmental Analysis: *Less than Significant Impact with Mitigation.*

IX.f Substantially Degrade Water Quality

A significant impact would occur if the proposed Project substantially degrades water quality.

Impacts to water quality have been discussed in the impact analysis for IX.a.

Environmental Analysis: *Less than Significant Impact.*

IX.g Place Housing within a 100-year Flood Hazard Area

A significant impact would occur if the proposed Project places housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map.

The Project site is not located within the floodplain. According to Federal Emergency Management Agency (FEMA) National Flood Insurance Program (NFIP) Flood Insurance Rate Map (FIRM) for Community Number 06035C1942D the Project site is located within FEMA Zone "X", an area outside the 500-year

flood zone with a less than 0.2 percent chance of flooding annually. Therefore, the risk of flooding and flooding to housing is extremely low.

Environmental Analysis: *No Impact.*

IX.h Place Structures within 100-year Flood Hazard Area that would impede or Redirect Flood Flows

A significant impact would occur if the proposed Project places structures within a 100-year flood hazard area, which would impede or redirect flood flows.

Impacts regarding the placement of structures in a 100-year flood hazard area that could impede or redirect flood flows have been discussed in the analysis of Impact IX.g.

Environmental Analysis: *No Impact.*

IX.i Expose People or Structures to a Risk of Loss, Injury, or Death

A significant impact would occur if the proposed Project exposes people or structures to risk of loss, injury or death involving flooding.

Due to the distance from dams to the Project site and location outside the floodplain, no impact will occur. Minor water accumulation onsite during heavy rains will not expose people or onsite facilities to loss, injury, or death.

Environmental Analysis: *No Impact.*

IX.j Hazards Due to Seiche, Tsunami, or Mudflow

A significant impact would occur if the proposed Project causes hazards of inundation by seiche, tsunami, or mudflow.

There are no lakes or major water bodies near the Project site. The Susan River is located over 0.8 mile south of the Project site. Residential neighborhoods, commercial districts, industrial uses, and other land uses are located between the Project site and the river. The potential for mudflow on the Project site is less than significant. There is no potential for seiche or tsunami to occur on site because there are no water bodies in the vicinity which could produce such effects.

Environmental Analysis: *No Impact.*

X. Land Use and Planning

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Physically divide an established community?				√

b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the General Plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?			√	
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?				√

X.a Physically Divide an Established Community

A significant impact would occur if the proposed Project physically divided an established community.

The Project is located on a parcel that is adjacent to an existing City street. The circulation pattern has already been established and will not change with the project. The Project will not physically divide any established community.

Environmental Analysis: *No Impact.*

X.b Conflict with Applicable Land Use Plan, Policy, or Regulation

A significant impact would occur if the project if the proposed Project conflicted with the City of Susanville General Plan or City of Susanville Zoning Code.

The Project site is identified in the City of Susanville General Plan as Single Family Residential and has a corresponding zoning of R-1 – Single Family Residential. The project proposes to change the General Plan land use designation to Duplex and Triplex Residential with a corresponding R-3 – Duplex and Triplex Residential zoning designation. If approved this change would alter the maximum allowable density on the 2-acre parcel for 6 dwelling units per acre to 15 dwelling units per acre. There is an existing single family dwelling on the property which the applicant proposed to remodel into a triplex with two one-bedroom units and one two-bedroom unit. The second phase of development would construct one new triplex near the Russell Avenue Frontage in the next 18 months. Two fourplex structures would be developed in each of the next three phases as demand warrants. The property is adjacent to property on the north which is zoned R-4 and is developed with two-story apartments in fourplex configurations at an average density of approximately 14 dwelling units per acre.

The addition of 2 acres of duplex and triplex zoned land will slightly increase land available for affordable housing within the city, which is a goal of the City’s housing Element.

Environmental Analysis: *Less than Significant Impact.*

X.c Conflict with Applicable Habitat Conservation Plan or Natural Community Conservation Plan

A significant impact would occur if the proposed Project conflicts with a conservation plan.

The Project is not located within or will not conflict with any adopted conservation plans or natural community conservation plans.

Environmental Analysis: *No Impact.*

XI. Mineral Resources

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				√
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local General Plan, specific plan or other land use plan?				√

Environmental Setting

The Project is located on 2 acres in the northeast part of the City’s central core. No mineral resources exist in this location nor would extraction be allowed within the City. The Project site is not delineated on any local land use plan as a locally important mineral resource recovery site.

XI.a-b Loss of Known Mineral Resource or Locally-Important Mineral Resource Recovery Site

The state legislature adopted the Surface Mining and Reclamation Act (SMARA) in 1975, which designated Mineral Resource Zones (MRZ) for areas possessing minerals, which are of statewide or regional significance. A significant impact would occur if the proposed Project results in the loss of availability of a mineral resource of value to the region and state, or result in a loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan.

The Project site is not delineated on any local land use plan as a locally important mineral resource recovery site. The existence of the Project will not result in the loss of availability of any mineral resources.

Environmental Analysis: *No Impact.*

XII. Noise

Would the Project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact

a) Exposure of persons to or generation of noise levels in excess of standards established in the local General Plan or noise ordinance, or applicable standards of other agencies?			√	
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?			√	
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?		√		
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?			√	
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?			√	
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				√

Background Information on Noise

Fundamentals of Acoustics - Acoustics is the science of sound. Sound may be thought of as mechanical energy of a vibrating object transmitted by pressure waves through a medium to human (or animal) ears. If the pressure variations occur frequently enough (at least 20 times per second for humans), then they can be heard and are called sound. The number of pressure variations per second is called the frequency of sound, and is expressed as cycles per second or Hertz (Hz).

Noise is a subjective reaction to different types of sounds. Noise is typically defined as (airborne) sound that is loud, unpleasant, unexpected or undesired, and may therefore be classified as a more specific group of sounds. Perceptions of sound and noise are highly subjective: one person's music is another's headache.

The perceived loudness of sounds is dependent upon many factors, including sound pressure level and frequency content. However, within the usual range of environmental noise levels, perception of loudness is relatively predictable, and can be approximated by A-weighted sound levels. There is a strong correlation between A-weighted sound levels (expressed as dBA) and the way the human ear perceives sound. For this reason, the A-weighted sound level has become the standard tool of

environmental noise assessment. All noise levels reported in this section are in terms of A-weighted levels, but are expressed as dB, unless otherwise noted.

The decibel scale is logarithmic, not linear. In other words, two sound levels 10 dB apart differ in acoustic energy by a factor of 10. When the standard logarithmic decibel is A-weighted, an increase of 10 dBA is generally perceived as a doubling in loudness. For example, a 70 dBA sound is half as loud as an 80 dBA sound, and twice as loud as a 60 dBA sound.

Community noise is commonly described in terms of the ambient noise level, which is defined as the all-encompassing noise level associated with a given environment. A common statistical tool to measure the ambient noise level is the average, or equivalent, sound level (L_{eq}), which corresponds to a steady-state A weighted sound level containing the same total energy as a time varying signal over a given time period (usually one hour). The L_{eq} is the foundation of the composite noise descriptor, L_{dn} , and shows very good correlation with community response to noise.

The day/night average level (L_{dn}) is based upon the average noise level over a 24-hour day, with a +10 decibel weighing applied to noise occurring during nighttime (10:00 p.m. to 7:00 a.m.) hours. The nighttime penalty is based upon the assumption that people react to nighttime noise exposures as though they were twice as loud as daytime exposures. Because L_{dn} represents a 24-hour average, it tends to disguise short-term variations in the noise environment.

Table 9 lists several examples of the noise levels associated with common situations. The Noise Element of the City’s General Plan sets forth noise compatibility standards for various land uses. For commercial uses residential uses, noise levels of 70 dB CNEL// L_{dn} are clearly acceptable and up to 75 dB CNEL/ L_{dn} are “normally acceptable.”

Table 9		
Typical Noise Levels		
Common Outdoor Activities	Noise Level (dBA)	Common Indoor Activities
	--110--	Rock Band
Jet Fly-over at 300 m (1,000 ft)	--100--	County Western Band/Rave
Gas Lawn Mower at 1 m (3 ft)	--90--	Movies- Loud Dolby Digital Surround Sound
Diesel Truck at 15 m (50 ft), at 80 km/hr (50 mph)	--80--	Food Blender at 1 m (3 ft) Garbage Disposal at 1 m (3 ft)
Noisy Urban Area, Daytime Gas Lawn Mower, 30 m (100 ft)	--70--	Vacuum Cleaner at 3 m (10 ft)
Commercial Area Heavy Traffic at 90 m (300 ft)	--60--	Normal Speech at 1 m (3 ft)
Quiet Urban Daytime	--50--	Large Business Office Dishwasher in Next Room
Quiet Urban Nighttime	--40--	Theater, Large Conference Room (Background)
Quiet Suburban Nighttime	--30--	Library
Quiet Rural Nighttime	--20--	Bedroom at Night, Concert Hall (Background)
	--10--	Broadcast/Recording Studio
Lowest Threshold of Human Hearing	--0--	Lowest Threshold of Human Hearing

Source: Caltrans, Technical Noise Supplement, Traffic Noise Analysis Protocol, November 2009.

Existing Conditions

Sources of ambient noise in the Proposed Project vicinity are primarily associated with residential uses in the area and low volumes of traffic on Russell Avenue and Paul Bunyan Road. Traffic noise is compatible with residential development.

Existing Noise Receptors

Some land uses are considered more sensitive to ambient noise levels than others. Land uses often associated with sensitive receptors generally include residences, schools, libraries and hospitals. Sensitive noise receptors may also include threatened or endangered noise sensitive biological species, although many jurisdictions have not adopted noise standards for wildlife areas. Noise sensitive land uses are typically given special attention in order to achieve protection from excessive noise.

Sensitivity is a function of noise exposure (in terms of both exposure duration and insulation from noise) and the types of activities involved. In the vicinity of the project site, the primary noise sensitive land uses are single family and multi-family residences. The addition of more residential uses will only increase the ambient noise slightly other than the temporary construction noises associated with the ultimate development of the site. Residential uses have higher noise sensitivity between the hours of 10 pm and 7 am which will does not coincide with construction activities.

XII.a Exposure to Noise Levels in Excess of Standards Established in the Local General Plan or Noise Ordinance

A significant impact would occur if the proposed Project exposes people to or generates noise excessive than standards established in the local general plan or noise ordinance, or applicable standards of other agencies.

Additional residential use will generate noise levels that are the same as the current levels in the neighborhood. The increase in density will only result in a potential for a slight increase in noise which will not exceed the acceptable level for a residential area.

Construction Noise

Construction noise was analyzed using data compiled by the US Environmental Protection Agency that lists typical noise levels at 50 feet for construction equipment and various construction activities. Noise would be generated during the construction phase by increased truck traffic on area roadways and on-site grading. A significant project-generated noise source would include truck traffic associated with transport of heavy materials and equipment to and from construction sites and the movement of medium duty construction equipment on the project site, especially during site grading. This noise increase would be of short duration, and would occur during daytime hours. Construction of the Proposed Project would temporarily increase noise levels during construction but would not be significant due to the short time duration and daytime operations.

Once the property is developed the day to day noise level would increase incrementally, however the multi-family use of the site at the proposed density/scale would not create noise levels inconsistent with surrounding single family residential uses. The closest single family dwellings to the new structures will be 45 feet, a buffer that will help attenuate noise.

Environmental Analysis: *Less than Significant Impact*

XII.b Exposure to or Generation of Excessive Groundborne Vibration or Noise Levels

A significant impact would occur if the proposed Project exposes people to or generates excessive groundborne vibration or noise levels.

The nearest residence is within 30 feet of the Project property boundary, located immediately adjacent to the project site. As discussed in XII.a, noise levels would not exceed 60 dBA Ldn during operations.

The primary construction activities associated with the project would occur when the infrastructure such as buildings and utilities are constructed. Some construction is expected to occur within 70-80' of nearby residences. However most of the construction will be at more than 80 feet these dwellings and will be of limited duration during daylight hours. Comparing Table 12, which contains the criteria for acceptable vibration levels, to Table 12, which shows potential vibration impacts, it is not expected that vibration impacts would occur which would cause any structural damage. This impact is considered to be less than significant.

Table 12		
Vibration Levels for Varying Construction Equipment		
Type of Equipment	Peak Particle Velocity @ 25 ft.	Approximate Velocity Level @ 25 ft.
Large Bulldozer	0.089 (inches/second)	87 (VdB)
Loaded Trucks	0.076 (inches/second)	86 (VdB)
Small Bulldozer	0.003 (inches/second)	58 (VdB)
Auger/drill Rigs	0.089 (inches/second)	87 (VdB)
Jackhammer	0.035 (inches/second)	79 (VdB)
Vibratory Hammer	0.070 (inches/second)	85 (VdB)
Vibratory Compactor/roller	0.210 (inches/second)	94 (VdB)

Source: Federal Transit Administration, Transit Noise and Vibration Impact Assessment Guidelines, May 2006

Environmental Analysis: *Less than Significant Impact*.

XII.c Permanent Increase in Ambient Noise Levels

A significant impact would occur if the proposed Project causes a substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the proposed Project.

Upon the site being developed with duplex/triplex structures noise from the site will be associated with regular residential activities such as automobile traffic, children playing, music, conversation, etc. during daytime hours and generally ending around 10 p.m. This type of activity is consistent with the rest of the neighborhood and will not significantly increase the ambient noise in the area.

Environmental Analysis: *Less than Significant Impact*.

XII.d Temporary or Periodic Increase in Ambient Noise Levels

A significant impact would occur if the proposed Project causes a substantial or temporary periodic increase in ambient noise levels in the project vicinity above levels existing without the proposed Project.

As discussed in Impact XII.a construction noise would be reduced through implementation of Project measures as discussed in the Project Description such as use of equipment muffling, reduced equipment idling, placement of equipment away from residences, and other measures. Temporary noise increases as a result of construction would comply with General Plan policies and would not result in a significant impact.

Environmental Analysis: *Less than Significant Impact.*

XII.e Exposure to Excessive Noise Levels from an Airport

A significant impact would occur if the proposed Project exposes people to excessive noise levels due to airports.

The nearest airport, the Susanville Municipal Airport, is located over four miles to the southeast of the Project; therefore the impact associated with airport noise is less than significant.

Environmental Analysis: *Less than Significant Impact.*

XII.f Exposure to Excessive Noise Levels from a Private Airstrip

A significant impact would occur if the proposed Project exposes people to excessive noise levels due to a private airstrip.

There are no private airstrips in the Project vicinity.

Environmental Analysis: *No Impact.*

XIII. Population and Housing

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?				√
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?				√

c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?				√
---	--	--	--	---

Environmental Setting

According to the U.S. Census Bureau, the population of Susanville was 17,947 residents in 2010 and 4,256 housing units (U.S. Census Bureau 2010). The 2010 population figure includes 8,319 people incarcerated in State prison facilities located within the incorporated City limits who are not part of the general population, which brings the population down to 9,628. Population estimates for 2011, 2012, 2014, and 2015 from the California Department of Finance show a declining trend in the population for the city dropping to 17,685 in 2011, 16,746 in 2012, 15,978 in 2013, 15,752 in 2014 and 15,509 in 2015, again the incarcerated population would need to be deducted to arrive at the City’s general population. American Factfinder estimates for the 2010 Census show an estimated 5,205 housing units in Susanville, of which an estimated 7% were vacant (<http://factfinder2.census.gov> 2/20/14) while the Department of Finance shows 4,251 dwellings in 2015 with a 10% vacancy rate. By comparison, the 2010 U.S. Census shows a population of 34,895 residents in Lassen County and 12,710 housing units. Census estimates for 2011 show the population of Lassen County falling to 34,200, with the 2012 falling to 34,040, 2013 – 32,967, 2014 – 32,367 and 2015 – 32,092.

XIII.a Induce Substantial Population Growth

A significant impact would result if the proposed Project induces substantial population growth in an area, either directly or indirectly.

The Project is a general plan amendment and rezoning which if successful could result in the potential for 29 additional housing units within the City. The average occupancy of a dwelling unit in Susanville is 2.34 people and could house 68 additional people on site. With all of the units being 2-bedroom dwellings it is anticipated that the population would be closer to 60. Given the current declining population it is anticipated that if these dwellings are constructed in the immediate future it will simply attract residents who are already living within the City and will not induce an increase in population, which at this point would be desirable given the declining population. The Project will not induce population growth either directly or indirectly.

Environmental Analysis: *No Impact.*

XIII.b Displace Substantial Numbers of Existing Housing

A significant impact would result if the proposed Project displaces substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere.

The project involves the potential development of additional housing that will serve moderate income families and people. The City of Susanville currently has a 10% housing vacancy rate the development of new housing without an increase in population will serve to exacerbate the vacancy rate slightly. Since the project is creating more housing it is not displacing any housing.

Environmental Analysis: *No Impact.*

XIII.c Displace Substantial Numbers of Existing People

A significant impact would result if the proposed Project displaces substantial numbers of existing people, necessitating the construction of replacement housing elsewhere.

See the discussion in XIII a and b, no Impact.

Environmental Analysis: *No Impact.*

XIV. Public Services

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
Fire protection?			√	
Police protection?			√	
Schools?			√	
Parks?			√	
Other public facilities?			√	

Environmental Setting

The City of Susanville is served by the Susanville Police Department, Susanville Fire Department, Lassen Municipal Utility District, and Susanville School District, Richmond Elementary School District, Johnstonville Elementary District, and Lassen Union High District.

The Susanville Police Department is located at 1801 Main Street in Susanville and has an authorized staff level of 18 employees, 16 of whom are sworn peace officers. The 16 peace officers include the Chief of Police, a lieutenant, three sergeants, a detective, a narcotics officer, and nine patrol officers. The non-sworn staff include the community service officer and administrative assistant.

The Susanville Fire Department is located at 1505 Main Street. Staff includes the Fire Chief, a battalion chief, two fire captains, and a volunteer fire captain. Response times range from three to five minutes from the time the emergency call is received.

The Lassen Municipal Utility District (LMUD) is located in Susanville and serves approximately 10,500 customers, with 425 miles of distribution lines and 80 miles of 60kV transmission lines. LMUD operates nine substations in the area. Currently distribution lines are located along First Street, Main Street, Ash Street and Park Street, and to the Project site.

The four school districts in Susanville provide a variety of learning opportunities for children in kindergarten through 12th grade. The Susanville School District includes Diamond View Middle School (grades 6 through 8), located within 0.25 miles of the Project site, Meadow View Elementary (grades 3 through 5), and McKinley School (grades Kindergarten through 2). The Richmond Elementary School District includes one school, Richmond Elementary, serving grades kindergarten through 8th grade. Johnstonville Elementary School District also includes one school, Johnstonville Elementary, serving grades kindergarten through 8th grade. Lassen Union High District operates Lassen High, Diamond Mountain Charter High School, and Credence Alternative Education High School.

XIV.a Substantial Adverse Physical Impacts Due to Maintaining Acceptable Service Levels

A significant impact would occur if the proposed Project requires construction of new public service facilities or expansion of such service facilities to maintain acceptable service ratios, response times, or other performance objectives for fire protection, police protection, schools, parks, and other public services. The Project will not rely on the addition or alteration of any public services.

The subject site is within the central part of the City of Susanville and will utilize existing services provided by the City.

Fire Protection. The City of Susanville Fire Department will and currently provides fire protection services to the Project site and the existing structures thereon. All new residential structures will be required to be protected with a fire sprinkler system. A fire hydrant exists at the corner of Bunyan Street and Russell Avenue approximately 250 feet away and with fire protection for the building it will be adequate to meet the needs of the City's Fire Department.

Environmental Analysis: *Less than Significant.*

Police Protection. The City of Susanville Police Department will continue to provide police protection services to the Project site upon development. The site is clearly visible from the adjacent roads and can be monitored through regular patrol duties. Security lighting will be present in the parking areas, and around the building. As the project will not be increasing the population in the City the existing police staffing will be adequate to serve the project.

Environmental Analysis: *Less than Significant.*

Schools. The Project site is located within 0.5 miles driving distance from McKinley elementary school which serves K-2 school years. Currently, none of the schools are impacted with over enrollment and the future addition up to 30 dwelling units on the site as opposed to the current number of 12 potential dwellings would result in 18 more dwelling units. The collection of school impact fees will mitigate the impact to local schools.

Environmental Analysis: *Less than Significant Impact.*

Parks. The Project will not induce population growth, nor will the Project create a need for additional park or recreational services as there are adequate recreation facilities within the City and local region. Currently for the City population there is a ratio of 16.33 acres of park land per 1,000 residents which exceeds recommended standards.

Environmental Analysis: *Less than Significant Impact.*

Other public facilities. The site will utilize electricity and natural gas. Both electrical service and natural gas service are available adjacent to the property. The quantity of electrical use will not be significant and will not result in the need to develop new electrical generation facilities or cause substantial change to the environment.

Environmental Analysis: *Less than Significant Impact.*

XV. Recreation

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				√
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				√

Environmental Setting

The City has the following park facilities within or adjacent to its jurisdiction:

Facility	Type	Acreage
Memorial Park	Community	12.2
Little League Park	Community	8
Riverside Park	Community	6.3
Skyline Park	Trail/Open Space	61.92
Inspiration Point	Open Space	19.25
Roop's Fort/Community Center	Community	0.45
Susan River Parkway	Trail/Open Space	38.8
Susan Ranch Park	Regional Trail/Open Space	1,100
Bizz Johnson Trail	Regional Recreation Trail	25.4 miles

The City has three active community park facilities, which are Memorial Park, Riverside Park, and Skyline Park. Memorial Park is located on North Street and includes a community center, baseball diamonds, playground, picnic facilities, skatepark, tennis courts, and other park facilities. Riverside Park is located on Riverside Drive and provides baseball diamonds, playground, picnic facilities, and other park amenities. Skyline Park is a passive recreation area with walking trails overlooking the City.

Area schools provide additional recreational resources, such as playgrounds and sports fields that may be used during non-school hours. For just the City population, the 147 acres of

City parks and open space results in a ratio of 16.33 acres of park land per 1,000 population. These ratios exceed both the NRPA and the Quimby Act standards.

XV.a Increase Use of Existing Recreational Facilities

A significant impact would occur if the proposed Project substantially increases the use of existing recreational facilities such that substantial physical deterioration would occur or be accelerated.

As previously discussed, the City of Susanville and Lassen County have been experiencing a decline in population over the past 5 years which has resulted in an increasing housing vacancy rate which is now approximately 10% within the City. Based on this trend, the construction of new dwelling units will not be an inducement for increasing the population. People likely to occupy new residential units developed as a result of this rezone will come from the existing population looking to move into newer housing. Therefore the Project will not be generating additional population increases for the Susanville area and will not increase the demand for recreational facilities nor will it place a strain on the existing recreational facilities as the demand has been decreasing based on a declining population.

Environmental Analysis: *No Impact.*

XV.b Include or Require Construction or Expansion of Recreational Facilities

A significant impact would occur if the proposed Project includes recreational facilities or requires construction of such facilities that might have an adverse physical effect on the environment.

See the discussion for section XV.a there will be no need for increased recreational facilities..

Environmental Analysis: *No Impact.*

XVI. Transportation and Traffic

	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
<p>Would the project: a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?</p>			√	

b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?			√	
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				√
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?			√	
e) Result in inadequate emergency access?			√	
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?			√	

Environmental Setting

The Project site is located along on property that fronts a public street which currently carries a low concentration of traffic. The project when developed will likely have one access point on Russell Street due to the shape of the parcel. Internal parking an circulation will allow vehicles to turn around to exit the site. Frontage improvements including curb, gutter and sidewalk will be required for development of the property in phase 2.

XVI.a Conflict with an Applicable Plan, Ordinance or Policy Establishing Measures of Effectiveness for the Performance of the Circulation System

A significant impact would occur if the proposed Project conflicts with an applicable plan, ordinance, or policy establishing measures of effectiveness for the performance of the circulation system.

The City of Susanville has not adopted specific level of service standards for roadways and intersections however the City’s General Plan states the projected evening peak hour traffic levels of service (LOS) be at or better than LOS D at all times.

The project will generate approximately 270 average daily trips with a peak hour trip generation of about 30 trips. The area roads are operating at a LOA A based on direct observation and traffic counts conducted on both Russell Avenue and Paul Bunyan Road. The weekday ADT on Russell Ave. is 1,551 and on Paul Bunyan it’s 1,650. The peak hour on Russell Avenue occurs in the early afternoon between 2:00 and 3:00 with 114 trips(57 trips per lane) or approximately 60 vehicles per hour per lane. The project will add about 30 additional peak hour trips for a total of 144 trips or approximately 75 vehicles per hour per lane. Russell is designated as a future arterial in the City’s General Plan though it currently functions as more of a collector. Paul Bunyan is designated as a collector in the General plan. As a low speed road, the threshold

for a Level of Service A is roughly 300 vehicles per hour per lane. With the additional trips generated by the project the peak hour traffic will still be less than 80 vehicles per hour per lane and will not change the LOS A. Russell Street intersects Main Street (Hwy. 32) at an uncontrolled intersection. Residents would likely use Fair Street if they intend to head west by making a right turn on Main as it is a much shorter route than Russell Street. The traffic volume on Main Street/Hwy. 36 has been decreasing over the past 11 years. The volumes on Highway 36 (Main Street) decreased 29.2% near the project site between 2002 and 2014. The City Public Works Department did not have concerns over increases in traffic volumes on the adjacent City streets which is currently very low volume.

Environmental Analysis: *Less than Significant Impact.*

XVI.b Conflict with an Existing Congestion Management Plan

A significant impact would occur if the proposed Project conflicts with an applicable congestion management program.

There are no applicable congestion management plans for the roadways near the Project site. As discussed in XVI.a, the LOS on all roads will remain at acceptable levels. No congestion would occur and no conflict with Congestion Management Plans for the Main Street area would be affected.

Environmental Analysis: *Less than Significant Impact.*

XVI.c Result in Change in Air Traffic Patterns

A significant impact would occur if the proposed Project results in a change in air traffic patterns.

The Project is located over four miles northwest of the Susanville Municipal Airport. The construction of duplex and triplex units on the property will not cause an increase in air traffic levels or cause a change in air traffic location.

Environmental Analysis: *No Impact.*

XVI.d Increase Hazards due to Design Feature

A significant impact would occur if the proposed Project substantially increases hazards due to a design feature or incompatible uses.

No new public roadways are not proposed for this Project. When developed, internal access to individual dwellings will be via driveways and parking areas on the property. It is expected that one new drive approach would be constructed on Russell Street in accordance with City standards. Visibility is very good on Russell which is a straight road.

The City of Susanville Public Works Department did not identify any hazards to the proposed circulation.

Environmental Analysis: *Less than Significant.*

XVI.e Result in Inadequate Emergency Access

A significant impact would occur if the proposed Project results in inadequate emergency access.

There will be no roadway closures required during construction or operation of the Project. Internal circulation on the property will be required to meet emergency access standards.

Environmental Analysis: *No Impact.*

XVI.f Conflict with Adopted Policies, Plans, or Programs Regarding Public Transit

A significant impact would occur if the proposed Project conflicts with adopted policies, plans, or programs regarding public transit.

The local bus service, Lassen Rural Bus, runs down Main Street and has two stops within ½ mile of the project. The Project would not have an impact to cause changes to the existing route or service.

Environmental Analysis: *Less than Significant Impact.*

XVII. Utilities and Service Systems

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?			√	
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			√	
c) Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			√	
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?			√	
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?			√	

f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?			√	
g) Comply with federal, state, and local statutes and regulations related to solid waste?			√	

Environmental Setting

Water service in Susanville is provided by the City of Susanville, while wastewater service is provided by the Susanville Consolidated Sanitary District. Water sources include local springs (Cady Springs and Bagwell Springs) and three wells, totaling 1199.3 million gallons in annual use (Susanville Water Management Plan, 2010). Most of the water is provided through the springs (75%) according to the 2010 Water Management Plan. The Susanville Consolidated Sanitary District provides wastewater service within the City of Susanville and operates underground pipes within the vicinity of the Project site. Water and sewer lines are located in the adjacent street and service is on the property to serve the existing house. C&S Waste Solutions currently provides trash and recycling services to the City through the Lassen Regional Solid Waste Management Authority.

XVII.a Exceed Wastewater Treatment Requirements

A significant impact would occur if the proposed Project caused water treatment requirements to be exceeded.

The City of Susanville and surrounding areas are provided wastewater services from the Susanville Sanitary District for both collection and treatment of wastewater. The Susanville Sanitary District (SSD) was formed on December 14, 1948 under the Sanitary District Act of 1923 and operates under the California Health and Safety Code Section 6400 et. seq. Prior to its formation under the Sanitary District Act of 1923, the Milwood Sanitary District and Susanville Sanitary district made a joint application to the State Board of Health to operate a sewage treatment plant and outfall in 1922, which was completed in 1924 and is at the current location of today's wastewater treatment plant. The wastewater treatment plant (WWTP) has gone through a series of expansions since it was first constructed in 1951, the latest being in 2007. The 2007 expansion as undertaken to meet projected demand being proposed the City of Susanville, the County of Lassen's Susanville Vicinity Area Plan, and portions of the Johnstonville and Richmond Gold Run Area Plans. The SSD expanded its treatment capacity to 2.0 mgd with a hydraulic capacity of 4.0 mgd along with outfall improvements. This represents a 45% increase over the previous capacity based on an average of 265 gallons per day (gpd) per service connection and on maintaining the current ratio of commercial connections to residential connections. Current demand averages 1.0 mgd average dry weather flow with a peak day of approximately 1.2 mgd. SCSD has reviewed the project and has stated that they have the ability and capacity to serve the project. The nearest sewer line runs down Russell Avenue in front of the property.

Environmental Analysis: *Less than Significant.*

XVII.b Require the Construction of New Water or Wastewater Treatment Facilities or Expansion of Existing Facilities

A significant impact would occur if the proposed Project caused the construction of water or wastewater systems that could cause a significant effect on the environment.

As discussed in Impact IX-b and Impact XVII-a, Project operation will generate some wastewater, and will require water for consumption and irrigation. A new water connections and a connection to the sanitary sewer line are proposed. It is estimated that annual landscaping water use will be 800,000 gallons, if irrigation occurs over a six-month period and water efficient fixtures are installed. The City of Susanville Urban Water Management Plan 2010 provides estimates of water demand over a 20-year period. These projections show water demand increasing from 1199.3 million gallons per year in 2010 to 1207.7 million gallons per year in 2015, however as the population of the city has been decreasing for the past five years the actual consumption figure has decreased to 846 million gallons in 2015. These figures show that there is available water adequate to serve the project.

See the discussion for section XVIIa. There is sufficient capacity in the existing sewage treatment facility to serve the project without expansion as well as ample water.

Environmental Analysis: *Less than Significant Impact.*

XVII.d Sufficient Water Supplies Available

A significant impact would occur if the proposed Project impacts the water supply entitlements serving the project.

Water will be consumed onsite through for residential purposes and for landscaping irrigation. It is estimated that annual landscape water use will be 800,000 gallons, if irrigation occurs over a six-month irrigation period between May and October and water efficient fixtures are installed. Non-irrigation water demand for residential purposes is estimated to be 150 to 200 gallons per day for each apartment. At the maximum proposed build-out it is estimated that the annual water usage for the project would be approximately 1.9 million gallons based on an average daily consumption of 175 gallons per residence. (Public Policy Institute of California 2006, Metcalf & Eddy 1978, Alliance for Water Efficiency 2010)

The City of Susanville Urban Water Management Plan 2010 identifies existing water sources and capacity, future demand, and measures to address supply and demand issues. The Plan's estimates of water demand over a 20-year period show water demand increasing from 1199.3 million gallons per year in 2010 to 1207.7 million gallons per year in 2015. Actual water usage in the City for 2015 was 846 million gallons, a significant decrease of 361.7 million gallons which is far less than originally projected. The increase in demand created by the proposed use would not exceed the 300 million gallon excess production capacity the City has. As stated in the Plan, the current and projected use levels, as compared with the available water supply, does not warrant a review of future water supply projects. Sufficient water supplies are available in Susanville to serve the Project.

Environmental Analysis: *No Impact.*

XVII.e Adequate Wastewater Treatment Capacity

A significant impact would occur if the proposed Project results in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments.

As previously discussed in section XVII.a, there is adequate wastewater treatment capacity in the existing treatment facility to serve the project without the need for expansion. Additionally there is adequate capacity in the local lines

In 2001, the Susanville Consolidated Sanitary District expanded its wastewater treatment capacity from 1.2 million gallons per day to 2.0 million gallons per day peak month with a hydraulic capacity of 4.0 million gallons per day. This expansion was designed to serve the projected demand under the General Plan. The sanitary sewer system would have the capacity to serve the future development of the property.

Environmental Analysis: *Less than Significant Impact.*

XVII.f Sufficient Landfill Capacity and Regulatory Compliance

A significant impact would occur if the proposed Project affects the ability of a landfill to accommodate project needs.

Future development of the site will generate solid waste. According to the California Integrated Waste Management Board 2006 Waste Disposal and Diversion Findings previous studies performed in various jurisdictions in the state estimate solid waste generation at between 5 and 12 pounds per apartment unit. At an average of 8 pounds of solid waste per day the project would generate approximately 43.8 tons of solid waste per year. The City, through the Lassen Regional Solid Waste Management Authority, currently contracts with C&S Waste Solutions to provide trash and recycling services. The projected life expectancy of the Bass Hill facility is an additional 18 years, however the facility has been experiencing a 30% reduction in the waste stream since approximately 2006 and which would increase that time frame. Adequate capacity exists to accommodate solid waste generated by the project.

Environmental Analysis: *Less than Significant Impact.*

XVII.g Federal, State, and Local Statutes and Regulations Related to Solid Waste

A significant impact would occur if the proposed Project does not comply with federal, state, and local statutes and regulations relating to solid waste.

The Project will comply with federal, state, and local regulations as service would fall under City contract, which requires regulation compliance.

Environmental Analysis: *Less than Significant Impact.*

XVIII. Mandatory Findings of Significance

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?			√	
b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?			√	
c) Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?			√	

XVIII.a Potential to Degrade the Quality of the Environment

The proposed Project is the change in the General Plan land use designation and rezoning of a 2 acre parcel which would change the maximum development potential from 12 dwelling units to 30 dwelling units. There is a single family dwelling currently on the property which is proposed to be converted to a triplex. As no potentially significant impacts were identified in the previous checklist questions there would not be a potential to degrade the environment.

Required Mitigation:

None.

Environmental Analysis: *Less than Significant Impact.*

XVIII.b Cumulative Impacts

As shown in the impact analysis, the Project will result in no impact or less than significant impacts in all sections of the analysis. As discussed in the water quality, air quality, traffic and noise analyses, cumulative impacts would not occur. Impact III.c states, "...construction and operation of the Project would generate criteria pollutants at such low emission rates as to have no potential to cause a cumulatively considerable net increase. There are also no significant planned or existing nearby sources of pollutants that would cause the project to contribute to a cumulatively considerable net increase in criteria pollutants." Impact XII.a states in relation to operational noise levels that cumulative noise levels are not expected to exceed the 60 dBA Ldn noise level standard established in the City's General Plan. The Urban Water Management Plan indicates that sufficient water supplies are available to serve General Plan build-out and water consumption would not be cumulatively considerable. Population growth would likely not result from Project development. Connection to the sanitary sewer would not extend service to areas not already served by sewer. The Project design and compliance with applicable codes, ordinances, laws and other required regulations will reduce the magnitude of any impacts associated with construction activities and ongoing operations to a less than significant level.

Required Mitigation:

None

Environmental Analysis: *Less than Significant Impact.*

XVIII.c Adverse Effects on Human Beings

The Project will not have the potential to have an adverse effects on human beings, either directly or indirectly as impacts affecting people, such as air quality, noise, and drainage. No significant impacts were identified in the analysis and therefore there would be no potentially significant impact to humans. No significant indirect impacts have been identified.

Environmental Analysis: *Less than Significant Impact.*

4.0 Response to Comments

5.0 References

5.1 References

- Alliance for Water Efficiency. 2010. <http://www.allianceforwaterefficiency.org>.
- California Department of Conservation. 2016. Farmland Mapping and Monitoring Program, Lassen County 2010. <http://www.conservation.ca.gov/dlrp/fmmp>.
- California Department of Conservation. 2016. Probabilistic Seismic Hazards Mapping Ground Motion Page. <http://redirect.conservation.ca.gov/cgs/rghm/pshamap/pshamap.asp?Longitude=-120.58&Latitude=40.412>.
- California Department of Toxic Substances Control. 2016. Envirostar Database.
- California Natural Diversity Database (CNDDDB). 2010. Query of the California Natural Diversity Database for special-status species occurrences within 10 miles of the project site. Biogeographic Data Branch, California Department of Fish and Wildlife, Sacramento. 2016.
- California Office of Historic Preservation (CAL/OHP). 1990. California Historical Landmarks. California State Department of Parks and Recreation, Sacramento.
- City of Susanville. 1991. Susanville General Plan 1990-2010. As revised December, 2006.
- City of Susanville. 2014. City Fire Department. www.cityofsusanville.net/fire-department/.
- City of Susanville. 2014. City Police Department. www.cityofsusanville.net/police-department/.
- City of Susanville. 2010. Urban Water Management Plan.
- Federal Emergency Management Agency (FEMA). 2013. National Flood Insurance Program (NFIP) Flood Insurance Rate Map (FIRM) for Community Number 06035C1944D.
- Federal Transit Administration. 2006. Transit Noise and Vibration Impact Assessment Guidelines. May 2006.
- Institute of Transportation Engineers' (ITE). 2012. Trip Generation Manual, 9th Edition.
- Metcalf & Eddy, inc. 1978. Wastewater Engineering: Treatment, Disposal, Reuse. McGraw-Hill Book Company, New York.
- Mundie and Associates. 1990. Final Environmental Impact Report for the Susanville General Plan. SCH# 89050810. January 1990.
- Public Policy Institute of California. Ellen Hanak and Matthew Davis. 2006. Lawn and Water Demand in California. www.ppic.org.
- Riddell, Francis A. 1956c. Archaeological Research in Lassen County, California. University of California Archaeological Survey Report 33:44-49
- Transportation Research Board. 2000. Chapter 17. Highway Capacity Manual.
- U.S. Census Bureau. 2010. American Factfinder. <http://factfinder2.census.gov>.
- U.S. Department of Agriculture, Natural Resources Conservation Service. 2013. Web Soil Survey. <http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx>.

ORDINANCE NO 16-1008
AN ORDINANCE APPROVING ZONE CHANGE NO GZ-15-018 FOR LARRY
STANDIFORD PROJECT AMENDING THE ZONING MAP FOR THE CITY OF
SUSANVILLE

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

Section 1. That certain ZONING MAP OF THE CITY OF SUSANVILLE (referred to in Title 17, Section 17.04.070 of the ZONING ORDINANCE FOR THE CITY OF SUSANVILLE), is hereby amended to provide as follows:

One parcel of property commonly known as Assessor's Parcel No. 105-130-06, being more precisely described as follows:

All that real property situated in the County of Lassen, State of California, described as follows:

FARM 21 AS SAID FARM IS SHOWN UPON THAT CERTAIN MAP ENTITLED, "OFFICIAL MAP OF MILWOOD TRACT, LASSEN COUNTY, CALIFORNIA", FILED JUNE 8, 1920 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS AT PAGE 15. (APN 105-130-06)

And as shown on the attached map labeled Exhibit A is hereby zoned as to an R-3 (Duplex and Triplex Residential) zone district, as established by Chapter 17.20 of the ZONING ORDINANCE FOR THE CITY OF SUSANVILLE.

Section 2. The City Clerk shall, within fifteen (15) days after its passage, cause this Ordinance to be published at least once in the *Lassen County Times*, a newspaper of general circulation, printed, published and circulated within the City.

Section 3. If any section, subsection, sentence, clause or phrase of this ordinance 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 ordinance, it being expressly declared that this ordinance and each section, subsection, sentence, clause or 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.

Section 4. This Ordinance shall take effect upon the thirty-first day after its passage.

APPROVED: _____
Kathie Garnier, 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 December, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

**CITY OF SUSANVILLE PLANNING COMMISSION
STAFF REPORT
October 11, 2016**

FILE NUMBER	Use Permit and Architectural and Site Plan Review # UA16-005		
APPLICANT/OWNER	Larry Standiford		
REQUEST	Use Permit/Architectural and Site Plan Review to allow the development of six fourplex structures in a proposed R-3 zoning district. The request is in conjunction with a proposal to amend the General Plan and Rezone the 2 acre property from R-1 to R-3. The project proposes a total of 30 dwelling units on 2 acres. The request is also asking for exceptions to the City's multi-family development standards to allow a setback reduction from 22 feet to 5 feet where the project abuts an R-1 zoning district and an exception to the requirement for a 6-foot high block wall on the property line which abuts R-1 zoned property. A solid 6-foot high wood fence is proposed instead.		
ASSESSOR'S PARCEL NO.	105 -130-06		
PARCEL SIZE	2.0 acres		
LOCATION	460 Russell Avenue		
EXISTING ZONING	R-1 Single Family Residential/ R-3 proposed		
SURROUNDING ZONING AND LAND USE	ZONING		LAND USE
	North	R-4 and R-3	Apartments and a church
	South	R-1	Single family residential
	East	R-1	Single family residential
	West	R-1	Vacant
GENERAL PLAN DESIGNATION	Single Family Residential/Duplex and Triplex Residential proposed		
ENVIRONMENTAL DETERMINATION	Negative Declaration		

COMMENTS RECEIVED:

Susanville Sanitation District - See attached letter.

City Building Official - Not enough detail to comment, verify allowable area and verify ADA access as required by code.

City Engineer – See attached comments

City Fire Department – Allow for engine access and turnaround area at end of each phase. Fire apparatus turnaround to remain in place. Two hydrants required, one existing on Russell Avenue and one new hydrant located midway in complex approximately 150' to 200' from Russell Avenue. Fire lane curbs to be painted red on both sides of main driveway.

BACKGROUND: In April of 2016 the Planning Commission reviewed a request to amend the General Plan land use designation from Single Family Residential to Duplex and Triplex Residential and a Rezone from R-1 to R-3 on this 2-acre parcel located at 460 Russell Avenue. The Planning Commission adopted Resolution 16-1038 recommending that the City Council approve both the General Plan Amendment and Rezone which would allow up to 30 dwelling units in the form of duplex and triplex structures to be developed on the site.

The City Council heard the project at their May 18th meeting where several neighbors spoke in opposition to the project citing additional noise, additional traffic, incompatibility with the general plan and loss of privacy as issues of concern. They requested that the Council deny the project. The City Council felt that they couldn't make an informed decision on the request without seeing a development plan for the site and referred the applicant back to the Planning Commission for either an architectural and site plan review or a planned development overlay zoning which would guide future development. The applicant chose to make a use permit and architectural site plan review application.

PROPOSAL: This is a request for a use permit and architectural and site plan review to allow the development of 30 dwelling units on this 2 acre parcel. The density, at 15 dwelling units per acre, would be consistent with the requested duplex and triplex general plan land use designation. The configuration of the units is proposed for two triplex structures and six fourplex structures. The proposed R-3 zoning designation requires the use permit for fourplex structures.

The property takes access off of Russell Avenue from an existing driveway which serves the dwelling on-site. There is existing power, water and sewer to the property but the utilities will likely need to be upgraded/expanded to accommodate additional development. The existing driveway would ultimately be abandoned and a new driveway developed down the center of the property.

The existing single family dwelling on the site would be converted to a triplex with two one-bedroom units and one two-bedroom unit. A second triplex located adjacent to the Russell Avenue frontage is proposed for three two-bedroom units. All of the fourplex buildings will be two-bedroom dwellings. The total number of bedrooms on the site would be fifty-eight.

ANALYSIS:

This is a use permit/architectural and site plan review to allow the development of two triplex structures and six fourplex structures in a proposed R-3 zoning district. The request is being proposed in conjunction with a proposal to amend the General Plan and Rezone the 2 acre property from R-1 to R-3. The General Plan Amendment and Rezone to amend the land use designation from Low Density Residential to Multiple Family Residential and rezoning from R-1 to R-3 were previously circulated for comments on the environmental document.

The R-3 zoning requires an Architectural and Site Plan Review for any development that proposes more than a single family dwelling or duplex on any property. Additionally, structures that have 4 or more attached dwelling units require a Use Permit review and approval. The development is also subject to the multi-family development standards listed in section 17.104.110 discussed in detail further below.

The proposed fourplex structures have a somewhat unique design which places one entry on each of the four sides of the structure. Each unit will have a private yard/patio area that is separate from other yard/patio areas. The units are designed with a townhouse layout which has the living area on the bottom floor and bedrooms on the upper floor. This design results in the majority of the living activities taking place on the ground floor and the upper floor being used primarily at night for sleeping. It also limits the number of apartment units which have windows facing the single family residential zoned lands to the south to just three dwelling units.

The development of the property with 30 dwelling units makes the project subject to the multi-family development standards in section 17.104.110 of the municipal code. The requirement for a zone wall is outlined in section 17.96.060. Both sections are attached for the Commission's reference. The proposal does not conform to all of the multi-family development and sound wall standards and the applicant is requesting an exception to the following standards:

1. Multifamily dwellings greater than one story or twenty (20) feet in height, whichever is greater (measured from average finished grade to roof peak), shall be set back from property lines with structures containing single-story residential dwellings at least one times the height of the multifamily building.

The new triplex structure and all of the fourplex structures are proposed to be two-story buildings at a maximum height of 22 feet. The project abuts land zoned R-1 and developed with single family dwellings along the south property line. The applicant is requesting a 5-foot setback along this property line instead of the multi-family development standard of 22 feet.

The purpose of the increased setback is to provide an additional buffer between multi-family and single family dwellings. In this instance the development configuration of the single family residential property to the south has already been established with three developed lots which cannot accommodate any additional development. There is a 40-foot wide access easement which runs immediately adjacent to the applicant's property which provides a greater buffer than the multi-family development standard calls for. There are no rear yards which face the applicant's property and there is a dense line of juniper trees located on the R-1 property adjacent to the property line which create a dense 20 to 24 foot tall visual and acoustic barrier. Based on these factors, staff supports the request for a reduction in setback to 5 feet.

2. In urban areas a zone wall is required for a proposed multifamily residential use in an R-3, R-3A or an R-4 zone district that abuts an R-1 district or a single-family home. The requirement calls for either a solid masonry concrete wall, a high-quality permanent, treated wood fence with decorative block pillars or other material(s) found by the community development director to have significant sound

deadening qualities. An alternate option is a planted berm six feet in height constructed along the property line. The code provides for an exception to the requirement if it is found that there is a topographic or natural vegetative barrier that will serve to divide the potentially incompatible uses, or if there is a significant distance between the uses that will provide the same buffering. As explained in the discussion regarding the setback issue above both a vegetation buffer and additional separation between uses exist and staff finds that the sound deadening properties of the existing separation and vegetative buffer combined with a standard solid wood fence will have the equivalent desired effect.

A listing of the other multi-family development requirements are as follows:

Multiple story buildings shall be designed, located and oriented to preserve significant views through the site as much as practical to natural features. The site does not have significant views due to its flat terrain, existing development and existing mature trees.

Front yard setbacks along a street right-of-way shall reflect the average setback of existing adjacent residential structures within two hundred (200) feet, which may be greater than those set in each particular zone district. Modulated or varied building setbacks shall be considered if they avoid the creation of a monotonous streetscape. The average front setback within 200 feet of the site is 18 feet so the 20 foot minimum setback would apply for the triplex with a garage facing Russell Avenue.

Except for carports, accessory structures shall be architecturally consistent with the main structures and other site development. No accessory structures are proposed.

Where practical, private sidewalks separate from driveways and parking lots shall be provided between dwellings and parking areas, on-site amenities and public sidewalks. The lot dimensions do not provide for a separation of the sidewalk and parking area.

Bicycle parking areas at a rate of 0.5 spaces per dwelling unit shall be provided. Adequate room for bicycle parking has been provided.

Site design and landscaping shall provide functional recreational spaces and/or community site amenities. Functional recreational spaces shall exclude areas required for zoning setbacks and shall include at least two hundred (200) square feet per dwelling. The site plan shows area to meet this ratio.

Landscaping compatible with building design is required. Trellises, arbors, cascading landscaping, vines, tree groupings, boulders interspersed with shrubbery and perimeter garden walls are encouraged. A detailed landscaping plan has not been presented but would be required as a condition of the project.

Landscaping shall be incorporated around trash enclosures to provide for more effective screening. The site plan shows landscaping around the trash enclosure.

At least one covered parking space (carport or garage) shall be provided for each dwelling unit unless approved otherwise by the planning commission. The site plan meets this requirement providing 42 covered spaces for 30 dwelling units.

Surface parking lots shall be located away from adjacent public roadways, to the rear of

buildings where possible. Due to the lot shape a center access lane is the most logical. Parking areas are setback 25 feet from Russell Avenue.

To break up long expanses of parking, one landscaped planting area shall be provided for each twelve (12) parking spaces. Landscaped planting areas shall be at least one hundred forty (140) square feet. The site plan meets this requirement.

One tree and groundcover shall be included in each landscaped planting area in parking lots. Ground cover shall include a weed mat and rock, mulch, wood chips, bark or live plant material. The plan meets the tree requirement. A detailed landscaping plan has not been submitted which details the ground cover design.

At least seventy-five (75) percent of trees planted on-site shall be 1.5 inch caliper in size. A detailed landscaping plan has not been submitted however 60 1.5 caliper trees are proposed.

At least seventy-five (75) percent of shrubs shall be planted from five-gallon size containers. The site plan includes a note to this effect.

All disturbed areas shall be covered with an appropriate groundcover to prevent weed and unwanted vegetative growth. Groundcover shall include a weed mat and rock, mulch, wood chips, bark or live plant material. This will be required as part of the landscape plan review.

Total number of trees planted on an entire site shall not be less than one tree per each dwelling unit. 2 trees per unit are proposed.

Each dwelling unit shall have a usable outdoor space designed for the exclusive use of that dwelling unit at grade or in the form of a balcony for upper story dwellings, unless approved otherwise by the Planning Commission. The plan meets this requirement.

All outdoor lights mounted on poles, buildings or trees that are lit between the hours of ten p.m. and six a.m. shall use full cut-off fixtures. A detailed lighting and landscaping plan has not been submitted, this shall be a condition of the project.

Pole mounted lighting shall be spaced for maximum efficiency and shall be no taller than sixteen (16) feet in height.

Landscaping requirements in this section shall be in addition to those required in Section 17.96.040, Landscaping, unless approved otherwise by the community development director. The site plan generally meets the city's landscaping requirement. A detailed landscaping plan will be required prior to site development for each phase.

SITE DESIGN

The R-3 zone district also requires this proposal to be evaluated against the City's adopted Design Guidelines. The proposed structures will be of wood frame construction with wood or composite material siding and composition shingle roof material. The site plan and building shall be evaluated against the following applicable site and architectural design criteria in the guidelines:

Building location(s) and site layout should provide for a functional relationship with the existing site topography, vegetation and other natural features. The site is flat with little vegetation other than some trees near the front of the property. Some of the trees will have to be removed but will be replaced with the new development.

All development proposals should consider existing site conditions and should be designed to be compatible with the surrounding neighborhood and visual environment. The site is flat with no limiting topographical conditions. The surrounding neighborhood is a mixture of single family, multi-family and institutional use (church). The proposed design will be compatible with all of these uses.

Natural features should be recognized and integrated into the site plan as much as possible. There are no significant natural features present on the site.

Rivers, streams, ponds, hillsides, rock formations, mature trees, native vegetation and similar natural features should be incorporated into the overall project design as much as possible. With the exception of some mature trees, these features are not present on the site. Approximately 5 trees may be removed but 60 new trees will be planted.

Development should be designed to minimize grading, earthwork and land disturbance and maintain the natural topographic features of the site. Accommodation of existing natural conditions can help avoid site problems associated with flooding, steep slopes, natural drainage courses, rock outcrops and other natural features. The site will not need significant grading work to develop. Some fill may be needed to maintain appropriate site drainage.

Buildings should be located and oriented in a manner that preserves significant views. Views from three vantage points are critical in the siting and orientation of buildings:

- a) Looking at the site from neighboring properties and other areas;*
- b) Looking at natural features, vistas, and other properties from the site.*
- c) Looking through the site from key places within the project.*

Due to existing development and existing off-site vegetation significant views do not exist on the site.

Existing residential land uses should be protected from the noise, traffic, light and glare, fumes, lack of privacy and other potentially offensive aspects of proposed new neighboring land uses. Possible design solutions may include orientation of buildings and site activities away from sensitive areas, buffer plantings, fences, walls, berms, and/or additional open space separation. Single family residential and multi-family residential uses are generally compatible. The same range of activities occurs on both land use types. Some additional noise may be generated by multi-family developments but not in excess of acceptable residential thresholds. Separation from existing single family dwelling serves to mitigate potential incompatibilities. The project abuts a church and other multifamily residential to the north, undeveloped land to the west, single family residential separated by Russell Avenue to the east and abuts three single family residences to the south. Buffers currently exist between the project and the adjacent single family dwellings in the form of a 40-foot wide access easement and dense vegetative buffer over 20 feet in height. This exceeds the recommended buffers included in the multi-family development standards.

In established residential areas it is generally desirable to continue the existing setback

pattern to retain the character of the area. The setbacks for new construction should reflect the average setback of the existing adjacent structures, within the limitations of the particular zoning district. The proposed site layout meets this recommendation with a 20' setback from the roadway.

When residential structures are located adjacent to arterial or collector streets, setbacks should be at least a minimum distance equal to the height of the building.

Where non-residential uses are adjacent to residential uses, the location of nonresidential buildings should respect the character of surrounding residential properties. Russell Avenue is shown as an arterial street in the City's General Plan. The proposed development will be setback in accordance with this recommendation.

Site design should minimize changes to natural drainage patterns and avoid significant cut and fill slopes whenever possible. Cuts and fills within the drip-line of existing trees should be avoided. Drainage design should seek to avoid concentrating and accelerating storm runoff. The natural drainage will be maintained and enhanced. Drainage detention may be needed to maintain pre-development runoff volumes but adequate space exists to accommodate a detention area.

The clustering of buildings and/or uses in larger projects is encouraged. Clustering can minimize the disruption of natural features, provide for more convenient access, reduce improvement costs and create a more functional and cohesive design. The proposed buildings are clustered towards the front of the property leaving open land to the rear for common recreation area, RV parking and drainage detention.

Buildings should be sited and designed so that their forms do not disrupt prominent natural skylines such as ridges or hilltops. Buildings which are silhouetted against natural skylines should be designed to be compatible with the natural setting. The issue discussed here is highly dependent on the distance the viewer is from the structure(s). Even single story structures are silhouetted against the skyline if the viewer is close enough. Existing trees and buildings create visual barriers to most of the views into or from the site. The view into and through the site toward the west does have a few points where the distant mountains to the west are visible to a passerby. As the site is developed and required street trees mature these views will be replaced with trees. Due to the distance of the mountains this change is not seen as significant.

Well-landscaped and functional open space areas around building(s) are strongly encouraged. Open space can reduce the perceived density of development, serve as an effective buffer between adjacent development and sensitive land uses and enhance the overall visual appearance of the project. This policy seems at odds with the policy for clustering buildings. There will be landscaped areas between each building and open space at the front and rear of the development.

Accommodations for pedestrian and bicycle circulation should be provided for in the site and building designs. For safety reasons, such accommodations should be designed to avoid conflicts with automobile and truck circulation patterns. The internal circulation pattern is very simple and there should be no conflicts for pedestrians or bicycles. Bicycle parking is a required element of the project and has been provided

Similar adjacent land uses should utilize joint access to arterial and collector streets to minimize disruptions to through traffic, reduce improvement costs, provide additional

landscaped and open space areas, and to improve vehicle and pedestrian safety. Existing development patterns makes it infeasible for shared driveway or road access with adjacent uses.

Streets and driveways should be designed in conjunction with existing topographic conditions and natural features such as creeks and drainages. This will help to minimize the amount of cut and fill and to preserve natural drainage patterns. There are no significant topographic features on the site.

Service areas and auxiliary structures (garbage dumpsters; propane, gas and oil tanks; utility boxes; etcetera) should be screened from public street view with a fence, wall or appropriate landscaping. The trash enclosure is surrounded by a landscaped area and utility boxes will be suitable screened from view.

ARCHITECTURAL DESIGN AND LANDSCAPING

Proposed structures should be sensitive to the existing neighborhood character. In Neighborhoods with a predominance of buildings having pitched roofs, landscaped front yards and wood siding, new developments should respect those basic design elements. The project will have pitched roof designs compatible with surrounding development, siding will be stucco and wood products which is the most common siding for residential structures.

Multiple buildings constructed on the same site, should be designed to create a strong visual relationship between the buildings. Due to the size and shape of the site the buildings will line the access road on both sides creating a consistent setback.

Building color should be used to establish continuity and compatibility within the neighborhood, without creating monotony. The building colors proposed would match the existing apartments that are adjacent to the north, a medium to light gray with light trim. It is recommended that different colors be used within the development to avoid monotony. Some variety should also be utilized within the development itself to create more visual interest. With the submittal of additional colors prior to development the guideline will be met.

Building color should be used to enhance the character of the visual environment and should not be used to compete for attention with other buildings. Colors for the buildings within the project must be submitted and approved by City staff at the time of building permit approval.

Different colors should be utilized to enhance or "bring-out" different building materials where appropriate. Different colors should be used for the body, trim and doors for the buildings.

The use of subdued shades for the primary building color is encouraged while the use of brighter or more intense shades should be reserved for trim and details. Highly reflective buildings are discouraged as the primary color or base finish material. These materials may be considered for details or accents, or as secondary colors. Staff will follow this guideline in approving colors.

Roofing materials which are visible should be compatible with other architectural elements

and the overall building design. Rooftop mechanical equipment should be screened from view and the screening materials incorporated into the building design as much as possible. No rooftop mechanical equipment is proposed at this time. If rooftop mechanical equipment is needed it must be shielded from view.

Fences should be designed and constructed so as to be complimentary to adjacent buildings, landscaping and open spaces. Fences should be maintained in good physical condition. The one required fence will not be able to be seen by most residents of the project or from outside the project. A standard 6-foot high wood fence would meet this requirement.

"New development shall be designed so as not to overwhelm the existing visual character with incompatible elements." The proposed structures are consistent with other development in the area.

"The visual impact of off-street parking areas should be reduced by appropriate landscaping." Landscaping as per zoning code is proposed.

"Adequate lighting should be provided within off-street parking areas for safety reasons." Parking lot lighting will be reviewed as part of the detailed landscaping and lighting plan.

"Off-street parking areas should be paved with asphalt, concrete or other suitable material to City standards." Paving is proposed.

"Landscaping plans should have a unifying concept, such as a mixture of plant species which serve functions such as screening or shading." A detailed plan will have to be submitted and approved by staff prior to development occurs.

"The scale and function of landscape materials should be appropriate to the site, structures and neighborhood." A detailed plan will have to be submitted and approved by staff prior to development occurs.

"Existing landscape elements should be incorporated into the landscape plans." The location and condition of the existing trees did not lend themselves to being preserved and incorporated approximately 5 trees will be removed and 60 trees will be planted on the overall site.

"Appropriate automatic irrigation systems should be installed and maintained for landscaped areas except where it is impractical to do so." An automatic watering system will be required, guideline met.

"Water conservation measures should be incorporated into the landscaping and irrigation system." A drip irrigation system will be required, guideline met.

Access, Circulation, & Parking: The project will take access off of Russell Avenue at one driveway entrance. The access point will meet city standards for 24' wide driveway approach which will transition into a 24' wide interior road with combination of covered and uncovered parking on both sides. A total of 42 covered parking spaces will be provided. There will be an additional 27 uncovered spaces for a total of 69 spaces which exceed the required parking by 3. RV parking/storage is provided at the rear of the parcel.

A hammerhead T provides the necessary fire vehicle turn around and has been accepted by the Fire Department. A temporary turn around area will be required with phases 3 and 4.

City Code requires that frontage improvements be installed when the buildings are constructed. Frontage improvements will be required as part of the development of the site. As this project will be constructed in phases, the frontage improvements may also be installed in phases. It's expected the installation of curb and gutter will be required with the conversion of the existing single family dwelling to a triplex and the installation of sidewalk will occur with the development of phase 2.

Traffic: The project will generate approximately 270 average daily trips with a peak hour trip generation of about 30 trips. The area roads are operating at a Level of Service (LOS) of A based on direct observation and traffic counts conducted on both Russell Avenue and Paul Bunyan Road. The weekday Average Daily Trips (ADT) on Russell Ave. is 1,551 and on Paul Bunyan it's 1,650 ADT. The peak hour on Russell Avenue occurs in the early afternoon between 2:00 and 3:00 with 114 trips (57 trips each direction) or approximately 60 vehicles per hour per lane. The project will add about 30 additional peak hour trips for a total of 144 trips or approximately 75 vehicles per hour per lane. Russell is designated as a future arterial in the City's General Plan though it currently functions as more as a collector. Paul Bunyan is designated as a collector in the General Plan. As a low speed road, the threshold for a Level of Service A is roughly 300 vehicles per hour per lane. With the additional trips generated by the project the peak hour traffic will still be less than 80 vehicles per hour per lane and will not change the existing LOS A.

Russell Street intersects Main Street (Hwy. 32) at an uncontrolled intersection. Residents would likely use Fair Street if they intend to head west by making a right turn on Main as it's a shorter route than Russell Street. The traffic volume on Main Street/Hwy. 36 has been decreasing over the past 11 years. The volumes on Highway 36 (Main Street) decreased 29.2% near the project site between 2002 and 2014. The City Public Works Department did not have concerns over increases in traffic volumes on the adjacent City streets which are currently very low volume.

Landscaping and Buffering: The plan submitted provides adequate landscaped area including proposed landscaping meets the requirements in the City's zoning code with a minimum of ten foot landscape buffers along public roads and additional landscaping between buildings and adjacent to walkways. 6,000 square feet of common recreation area will also be provided.

Property Lines & Setbacks: An exception to the setback required by the City's multi-family design standards has been requested as previously discussed. Staff has recommended that the exception be granted. The project meets all other setback standards.

Water Quality & Drainage: A detailed engineering for the drainage will need to be submitted with phase 2 of the project.

Utilities: The development will be served by public water and sewer by the City of Susanville and Susanville Sanitary District (SSD), respectively. SSD will require engineered plans for all sewer extension required into the property and will perform all inspections for such extensions. Electrical service will be provided by LMUD. Electrical distribution lines run adjacent to the property. Natural gas would be provided by the City

from lines in Russell Avenue.

Approval of the request would increase the inventory of land suitable for multi-family development which could be used for low to moderate income housing to help fulfill the City's need for affordable housing, a goal of the City's Housing Element.

Staff recommends that the Planning Commission recommend approval of the architectural and site plan review as well as the use permit to allow 6 fourplex structures and exceptions to the setback along the south property line and an exception to the requirement of a masonry wall on the south property line.

CEQA

The project was reviewed pursuant to the California Environmental Quality Act for potential significant impacts to the Environment. Staff prepared an initial study and Negative declaration which is included as Attachment A to Resolution 16-1038. The initial study has been amended since its original circulation to provide additional discussion regarding traffic impacts based on traffic counts that were collected by the City of Susanville Public Works Department. The initial study did not identify any potentially significant impacts of the project. A public review period for the environmental document ran from August 30, 2016 to September 30, 2016.

RECOMMENDATION: Adoption of Resolution No. 16-1043 Approving the architectural and site plan review for 30 dwelling units consisting of 2 triplex structures and 6 fourplex structures and approving a use permit to allow fourplex structures an exceptions to the setbacks called for in the multi-family development standards and an exception to the fencing material standard and adopting a Negative Declaration as the environmental document for the project. The approval is subject to the City Council approving the General Plan Amendment to the Land Use diagram of the General Plan from Single Family Residential to Duplex and Triplex Residential and an ordinance rezoning to an R-3 designation the property identified as APN 105-130-06.

ATTACHMENTS:

1. Resolution 16-1043
2. Site Plan
3. SSD letter 8/22/16
4. Public Works comments

17.104.110 Multifamily development standards.

Multifamily dwellings including fourplexes that contain four or more dwellings per structure or more than six dwellings per lot shall conform to the following development standards. These standards may be modified to achieve a better design if a use permit is issued:

A. Site Layout and Design.

1. Multifamily development shall comply with *City of Susanville Design Guidelines*, adopted July 17, 2002, and as may be amended.
2. Where practical, site plans for multifamily development shall show the location and placement of existing buildings and features, including architectural design and form on adjacent lots to assist in determining compatibility between uses.
3. Multiple story buildings shall be designed, located and oriented to preserve significant views through the site as much as practical to natural features.
4. Front yard setbacks along a street right-of-way shall reflect the average setback of existing adjacent residential structures within two hundred (200) feet, which may be greater than those set in each particular zone district. Modulated or varied building setbacks shall be considered if they avoid the creation of a monotonous streetscape.
5. Multifamily dwellings greater than one story or twenty (20) feet in height, whichever is greater (measured from average finished grade to roof peak), shall be set back from property lines with structures containing single-story residential dwellings at least one times the height of the multifamily building.
6. Except for carports, accessory structures shall be architecturally consistent with the main structures and other site development.

B. Parking, Landscaping and Lighting.

1. Where practical, private sidewalks separate from driveways and parking lots shall be provided between dwellings and parking areas, on-site amenities and public sidewalks.
2. Bicycle parking areas at a rate of 0.5 spaces per dwelling unit shall be provided.
3. Site design and landscaping shall provide functional recreational spaces and/or community site amenities. Functional recreational spaces shall exclude areas required for zoning setbacks and shall include at least two hundred (200) square feet per dwelling.
4. Landscaping compatible with building design is required. Trellises, arbors, cascading landscaping, vines, tree groupings, boulders interspersed with shrubbery and perimeter garden walls are encouraged.
5. Landscaping shall be incorporated around trash enclosures to provide for more effective screening.
6. At least one covered parking space (carport or garage) shall be provided for each dwelling unit unless approved otherwise by the planning commission.
7. Surface parking lots shall be located away from adjacent public roadways, to the rear of buildings where possible.
8. To break up long expanses of parking, one landscaped planting area shall be provided for each twelve (12) parking spaces. Landscaped planting areas shall be at least one hundred forty (140) square feet.
9. One tree and groundcover shall be included in each landscaped planting area in parking lots. Ground cover shall include a weed mat and rock, mulch, wood chips, bark or live plant material.
10. At least seventy-five (75) percent of trees planted on-site shall be 1.5 inch

caliper in size.

11. At least seventy-five (75) percent of shrubs shall be planted from five-gallon size containers.

12. All disturbed areas shall be covered with an appropriate groundcover to prevent weed and unwanted vegetative growth. Groundcover shall include a weed mat and rock, mulch, wood chips, bark or live plant material.

13. Total number of trees planted on an entire site shall not be less than one tree per each dwelling unit.

14. Each dwelling unit shall have a usable outdoor space designed for the exclusive use of that dwelling unit at grade or in the form of a balcony for upper story dwellings, unless approved otherwise by the planning commission.

15. All outdoor lights mounted on poles, buildings or trees that are lit between the hours of ten p.m. and six a.m. shall use full cut-off fixtures.

16. Pole mounted lighting shall be spaced for maximum efficiency and shall be no taller than sixteen (16) feet in height.

17. Landscaping requirements in this section shall be in addition to those required in Section 17.96.040, Landscaping, unless approved otherwise by the community development director. (Ord. 06-932 § 1, 2006)

17.96.060 Zone walls.

Requirements for zone walls are as follows:

A. Urban Areas. A use proposed in a commercial or industrial district that abuts an R-1, R-2, R-3, R-4 or MHP district, or a proposed multifamily residential use in a R-3, R-3A or a R-4 zone district that abuts an R-1 district or a single-family home, shall have a solid masonry concrete wall, a high-quality permanent, treated wood fence with decorative block pillars or other material(s) found by the community development director to have significant sound deadening qualities or a planted berm six feet in height, constructed along the rear and/or interior side lot line, except for the twenty (20) feet nearest the front lot line, the wall or berm shall be only three feet high. The fence, wall or berm shall be maintained in good condition, free of warping, cracking, peeling and graffiti and/or weeds, for the life of the project.

RESOLUTION NO 16-1038
A RESOLUTION OF THE SUSANVILLE PLANNING COMMISSION
RECOMMENDING TO THE SUSANVILLE CITY COUNCIL ADOPTION OF A
NEGATIVE DECLARATION AS THE ENVIRONMENTAL DOCUMENT AND
RECOMMENDING APPROVAL OF A RESOLUTION AMENDING THE
GENERAL PLAN LAND USE ELEMENT DIAGRAM AND AN ORDINANCE
REZONING 2.0 ACRES FROM R-1 TO R-3
FILE GZ15-018

WHEREAS, the City of Susanville has received an application for a general plan amendment to the City of Susanville General Plan Land Use diagram changing the land use designation from Single Family Residential to Duplex and Triplex Residential and rezoning from R-1 to R-3 one parcel located at 460 Russell Avenue, identified as APNs 105-130-06; and

WHEREAS, the City completed an initial study for the project and identified no potentially significant environmental impacts and a draft Negative Declaration has been prepared as the environmental document for the project; and

WHEREAS, the Initial Study, draft Negative Declaration and Notice of Intention to Adopt the Negative Declaration were distributed for public review pursuant to the provisions of Section 15073 of the California Environmental Quality Act with the public review period running from March 9, 2016 to April 8, 2016 and

WHEREAS, the Susanville Planning Commission at a duly noticed public hearing held during its regular meeting of on April 12, 2016, considered both written and oral comments presented concerning the proposed Negative Declaration, proposed ordinance, and proposed general plan amendment.


NOW, THEREFORE, BE IT RESOLVED, the City of Susanville Planning Commission recommends that the City Council adopt the Negative Declaration as included as "Exhibit A" to this resolution and made part hereof, as the environmental document for the project based on the following findings of fact:

- A. The initial study identified no potentially significant effects that would occur by the general plan amendment or amendments to the city's zoning map,
- B. There is no significant evidence before the City that the project may have a significant impact on the environment.
- C. The proposed General Plan amendment is consistent and compatible with the goals and policies of the General Plan and any implementation programs that may be affected.

- D. The potential impacts of the proposed amendment have been assessed and have been determined not to be detrimental to the public health, safety or welfare.

BE IT FURTHER RESOLVED, the Planning Commission hereby recommends that the City Council adopts a Resolution amending the City's General Plan Land Use Element diagram from Single Family Residential to Duplex and Triplex Residential and recommends that the City Council also approve an ordinance rezoning from R-1 to R-3 one parcel located at 460 Russell Avenue, identified as APNs 105-130-06 and as shown in Exhibit "B" of the Resolution.

APPROVED: _____


Alan Dowdy, Chairperson
Planning Commission
City of Susanville, State of California

ATTEST: _____


Gwenna MacDonald, City Clerk
Secretary to the Planning Commission

The foregoing Resolution was introduced and adopted at a regular meeting of the Susanville Planning Commission held on the 12th day of April 2016, by the following vote:

AYES: Jambois, Robinette, Lozano, Vice Chair Foster, Chair Dowdy

NOES: None

ABSENT: None

ABSTAIN: None


Gwenna MacDonald, City Clerk
Secretary to the Planning Commission

RESOLUTION NO 16-1043
A RESOLUTION OF THE SUSANVILLE PLANNING COMMISSION
APPROVING A USE PERMIT FOR EXCEPTIONS TO SETBACK AND FENCING
STANDARDS AND TO ALLOW FOURPLEX STRUCTURES AND AN
ARCHITECTURAL AND SITE PLAN REVIEW FOR 30 DWELLING UNITS
ON PROPERTY LOCATED AT 460 RUSSELL AVENUE
FILE NUMBER UA 16-005

WHEREAS, Larry Standiford/Stoneco Construction, has submitted an application for a Use permit and an Architectural and Site Plan Review to permit the construction of a housing development consisting of 30 dwelling units in two triplexes and six four-plexes, located on a R-3 (Duplex and Triplex Residential) zoned parcel on that property known as Assessor's Parcel Number 105-130-06, located at 460 Russell Avenue, Susanville, CA; and

WHEREAS, the City completed an initial study for the project and identified no potentially significant environmental impacts and a draft Negative Declaration has been prepared as the environmental document for the project; and

WHEREAS, the Initial Study, draft Negative Declaration and Notice of Intention to Adopt the Negative Declaration were distributed for public review pursuant to the provisions of Section 15073 of the California Environmental Quality Act with the public review period running from August 30, 2016 to September 30, 2016; and

WHEREAS, the Susanville Planning Commission at a duly noticed public hearing held during its regular meeting of on October 11, 2016, considered both written and oral comments presented concerning the proposed Negative Declaration, proposed use permit, and proposed architectural and site plan review

NOW, THEREFORE, BE IT RESOLVED the City of Susanville Planning Commission makes the following independent findings of fact concerning the proposed Use Permit and Architectural and Site Plan Review:

1. The approval of a Use Permit to allow exceptions to the multi-family development standards listed in section 17.104.110 of the zoning code, specifically an exception to allow a 5-foot set back from a property line which abuts an R-1 Single Family zoned property instead of a setback equal to the height of the two-story structure (22 feet in this instance), is supported by the fact that adequate buffers between the proposed multi-family structures and the existing single family residences currently exist in the form of a 40-foot wide road easement and a dense vegetation barrier approximately 20' to 22' feet in height, the control and maintenance of which rest with the owners of the R-1 zoned property, which provides a setback and buffer equal to or greater than required by the standards in the code section.
2. The approval of a Use Permit to allow exceptions to the zone wall requirements of zoning code section 17.96.060 which requires either a solid

masonry concrete wall or a high-quality permanent, treated wood fence with decorative block pillars or other material(s) found by the community development director to have significant sound deadening qualities be constructed between a property proposed for multi-family residential development and existing single family homes. The exception would, specifically allow a standard 6-foot tall solid vinyl fence and granting the exception is supported by the fact that existing buffers between the proposed multi-family structures and the existing single family residences currently exist in the form of a 40-foot wide road easement and a dense vegetation barrier approximately 20 to 22' feet in height, the control and maintenance of which rest with the owners of the R-1 zoned property, which when combined with the proposed fence and 5-foot setback provide sound deadening qualities equal to or greater than the wall required by section 17.96.060 A of the zoning code.

3. With the conditions contained herein, the proposed project, together with the provisions for its design and improvements is consistent with the objectives, policies, general land use and programs of the Susanville General Plan 1990-2010 as required by State Planning and Zoning Law, Govt. Code Section 65860, as proposed to be amended for this site.
4. That the approval of a Use Permit to allow fourplex structures in the R-3 zoning district and the overall project to develop 30 multi-family dwelling units complies with and is supported by the goals, polices and action programs of the Housing Element and Land Use Element of the General Plan, including, but not limited to the following:

Housing Variety

Goal 1: Provide a range of housing types.

Goal 2: Preserve and increase the existing supply of rental apartments.

Policy 1.1 The City shall encourage a mix of housing types including single family, multiple family and mobile homes.

Policy 1.3: The construction of housing on vacant (in-fill) land shall be encouraged.

Policy 1.4 Ensure that adequately residentially zoned land is available to accommodate the City's fair share of regional housing construction needs.

Housing Opportunity

Goal 1: Provide housing opportunities and promote the development of safe, sanitary and desirable housing for persons of all economic levels.

Goal 2: Insure a choice of housing types and locations to all persons regardless of race, sex, cultural origin, age, marital status or physical disability.

Goal 4: Provide a choice of affordable housing by location, type, price and tenure.

Policy 2.5: The City supports a free choice in housing.

Housing Quality

Goal 2: Enhance the residential quality and character of Susanville.

Policy 3.1: Promote efficient and environmentally sensitive residential development.

Policy 3.5: The City shall endeavor, through the development approval process, to insure that Susanville's community character and housing quality are maintained and improved.

Land Use Compatibility

Policy C: Amend the General Plan and Zoning Map to allow higher density housing to be located throughout the community rather than concentrated in a few small areas.

5. That only one multi-family dwelling (one apartment in the Lincoln School building) has been completed within the City since 2010 which has contributed to a diminishing supply of well-maintained multi-family rental units.
6. That the establishment, maintenance, or operation of the subject use, building or facilities applied for will not, under the circumstances of the particular use and with the conditions imposed thereon, be detrimental to or contrary to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of the proposed use and will not be injurious or detrimental to property or improvements in the neighborhood or the general welfare of the city.
7. The proposed associated rezone is in the public interest because it provides alternate housing opportunities for city residents.
8. The proposal is located with access to a collector/arterial street providing good access to and from the site.
9. That the required improvements are necessary for the public health, safety, welfare and orderly development of the area and are in accordance with adopted standards of the City of Susanville and other jurisdictions having control over development in this area.
10. That mitigation impact fees are assessed in accordance with the findings contained in previously adopted resolutions of the Susanville City Council, as referenced herein.

BE IT FURTHER RESOLVED, the Planning Commission hereby approves the Use Permit and Architectural and Site Plan Review, application Number UA 16-005, filed by Larry Standiford/Stoneco Construction, to permit the construction of a housing development consisting of 30 dwelling units in two triplexes and six four-plexes in general conformity with the site plan, floor plans and elevations stamped "CITY OF SUSANVILLE RECEIVED AUGUST 02, 2016, BUILDING AND PLANNING" and labeled EXHIBIT 'A', attached hereto and made a part hereof except as modified by the following terms, agreements and conditions contained in this Resolution:

AREA/ SITE SPECIFIC CONDITIONS

1. Approval of this project is contingent upon the adoption of a City Council resolution and ordinance amending the general plan to Residential: Duplex and Triplex 0-15 DU/AC and rezoning the property to R-3 (Duplex and Triplex Residential) for this site.
2. A total area of 6,000 square feet within the project shall be reserved for functional recreation space and/or community site amenities. 4,400 square feet shall be developed as part of phase 2 of the project. Submit a plan detailing the amenities to be provided with that phase.
3. Curb and gutter and sidewalk along the property frontage shall be installed in accordance with chapter 12.20 of the Susanville Municipal Code.
4. Prior to issuance of a building permit for each phase developer must submit building colors and materials to the Building and Planning Division for final approval. Building colors shall vary within the development to provide increased visual character.
5. Construct a six-foot high solid wood fence along the south property line. The fence shall be maintained in good condition.
6. This permit will become null and void if phase 2 of approved use has not begun within 24 months from the date of adoption of this resolution unless an extension of the life of the permit is approved by the Planning Commission. It is the applicant's responsibility to request an extension within a reasonable time frame, if needed. Phase 5 must be started within 6 years of approval of this resolution.

FEES & OTHER CHARGES

7. All standard mitigation fees and utility hookup fees apply to this project, unless waived or modified by individual providers.
8. A water supply source and storage capacity in-lieu fee shall be applicable to this property in accordance with Section 13.08.130 of Municipal Code.
9. Prior to issuance of a building permit the project proponent shall pay park purchase fees in lieu of land dedication in accordance with Chapter 16.32 of the Susanville City Code.
10. Prior to a CEQA Notice of Determination being filed with the County Clerk and within 5 days of City Council approval of the Rezone and General Plan Amendment, the applicant shall pay a \$2,210.25 environmental review filing fee for impact to fish and wildlife per California Fish and Game Code section 711.4 and California Code of Regulations Title 14, Section 753.5 and a \$50 processing fee to the Lassen County Recorder.

STANDARD CONDITIONS

GENERAL

11. The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.
12. For the purposes of assuring compliance, the applicant, agents, representatives or their assignees agree not to deny or impede access to the subject property by City employees in the performance of their duties.
13. All contractors and sub-contractors involved in the project shall obtain a City of Susanville Business License and maintain said license in force for the duration of the project.
14. The applicant/owner shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, lawsuits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures, collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, the any action of, or any permit or approval issued by, the City and/or any of its officials, officers employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City), for or concerning the project, whether such Actions are brought under the California Environmental Quality Act, the Planning and Zoning Law, the Subdivision Map Act, Code of Civil Procedure Section 1085 or 1094.5, or any other state, federal, or local statute, law, ordinance, rule, regulation, or any decision of a court of competent jurisdiction. It is expressly agreed that the City shall have the right to approve, which approval will not be unreasonably withheld, the legal counsel providing the City's defense, and that developer shall reimburse City for any costs and expenses directly and necessarily incurred by the City in the course of the defense. City shall promptly notify the developer of any Action brought and City shall cooperate with developer in the defense of the Action.

IMPROVEMENT PLANS

15. Prior to the issuance of building permits, improvement plans shall be submitted to and be approved by the City. All improvements shall be installed in accordance with said improvement plans prior to the issuance of a certificate of occupancy.

AIR QUALITY

16. All activities associated with a building site shall be conducted in a manner to control fugitive dust emissions through the use of dust palliative agents or the use of water to mitigate offsite impacts in accordance with Lassen County Air Quality District adopted regulations.

GRADING AND DRAINAGE

17. This project may require development of a Storm water Pollution Prevention Plan (or equivalent) and the project proponent may need to obtain a National Pollutant Discharge Elimination System General Permit for discharges of construction-related storm water if the project involves more than one acre of land disturbance. "Best Management Practices" as described in the permit must be used to control and treat storm water discharges both during construction and after construction is completed. This permit may be viewed on the California State Water Resources Control Board's webpage at <http://www.waterboards.ca.gov/stormwtr/construction.html>.
18. For all projects, Best Management Practices (BMPs) applicable to the project are required to be submitted as part of the final construction drawings. BMPs related to grading and drainage include, but are not limited to:
 - A. Compliance with North Lahontan guidelines for erosion control.
 - B. Adequate erosion control practices will be installed to ensure that sediment in excess of pre-project site conditions will not leave the project site.
 - C. Areas involving extensive grading and shaping will require stockpiling and re-use of topsoil to provide adequate re-vegetation.
 - D. Erosive velocities in water conveyance structures will be identified by the project engineer. Where necessary, rip rap or similar practices will be required.
 - E. An erosion control plan will be reviewed by the City Engineer.
 - F. Erosion control methods shall conform to detail S-15 of adopted city construction standards.
19. Storm water detention shall be provided within the project to mitigate increased runoff from a 20-year storm event for water directed to City facilities. The detention shall include a water/oil separator or other device to mitigate contaminated water from the parking surface and shall allow for infiltration. Meet the design requirements of the City of Susanville Department of Public Works. Maintenance of the detention facility shall be

the responsibility of the property owner

20. If in the course of development, any archaeological, historical, or paleontological resources are uncovered, discovered, or otherwise detected or observed, construction activities in the affected area shall cease and a qualified archaeologist shall be contacted to review the site and advise the City of the site's significance. If the findings are deemed significant by the Environmental Review Officer, appropriate mitigation shall be required prior to any resumption of work on the project.

GENERAL UTILITIES

21. The owner/developer shall pay the cost for rearrangement, relocation, or removal of any utilities caused by any construction activity, whether inside or outside of the project where such work is a condition of or necessary to serve the project.
22. All new or relocated utility lines shall be placed underground and easements shall be provided if required.

WATER AND NATURAL GAS

23. The improvement plans for the water supply and natural gas supply shall be reviewed and approved by the City prior to the installation of the facilities. Water supply main lines, meters, appurtenant facilities, and service connections to the site shall be installed in accordance with the construction and testing standards of the City of Susanville.
24. All natural gas mains and service lines and appurtenances for the proposed project will be installed by the City of Susanville or its qualified contractor at the expense of the developer and to City construction standards. Gas line trenching will be provided by the developer and can be installed in a common trench with water per City Standards. Construction costs may be offset by installing gas lines in common trenches with water lines.
25. Prior to the issuance of building permits, the developer shall pay all inspection, capital improvement and facilities fees, connection and other capacity charges or fees as established by the City for the water supply and natural gas.
26. All stub-to-building connections will be at the expense of the builder. The cost may be offset by providing an appliance inventory, trenching and backfilling per City Standards.

ELECTRIC

27. Contact Lassen Municipal Utility District before construction or before any electrical design is started for the project and complies with LMUD standards and specifications. All utility lines shall be placed underground.

SEWER

28. Meet the requirements of the Susanville Sanitary District (SSD) and include their requirements in the final design plans for a building permit. Owner/developer shall comply with all Susanville Sanitary District requirements.

FIRE

29. The project shall meet the fire and life safety requirements of the Fire Department prior to the issuance of a certificate of occupancy by the City.
30. Provide for a temporary fire engine access and turn around area at the end of each phase with the permanent turn around area being constructed with phase 5.
31. Install one fire hydrant within the project area. Hydrant to be located adjacent to the access drive approximately 15' to 200 feet from Russell Avenue. Install hydrant with development of phase 3.
32. Fire lane curbs shall be painted red on both sides of the main driveway,

SOLID WASTE

33. Outdoor trash storage and collection facilities shall be enclosed by a solid masonry wall or view-obscuring fence at least one foot higher than the trash container and have landscaping around the enclosure area.

LANDSCAPING

34. Prior to issuance of a building permit, irrigation and landscaping plan (including the species, size and placement of trees and shrubs) shall be submitted to the Community Development Department for approval. Trees and shrubs required by code shall be a minimum 1 ½" caliper and 75% of the shrubs shall be a minimum of 5 gallon size, 25% may be 2 gallon containers. Size of additional plantings not required by code may be alternate sizes. The landscape and irrigation improvements identified in the approved construction plans shall be installed prior to the issuance of a Certificate of Occupancy unless otherwise provided for. All landscaping shall be maintained in a healthy and growing condition.
35. All disturbed areas on the site shall be planted and maintained with shrubs or native plant material and a permanent irrigation system, or covered with weed mat and rock or other appropriate barrier to keep the site weed free.

LIGHTING

36. A lighting plan shall be submitted that shows the location, height, type and spread of exterior lighting on the site. All lighting shall be downward directional and include full cut-off fixtures to protect the Susanville night sky and adjacent parcels from unsightly glare. New on-site lighting shall conform to Section 17.96.050 of the City of Susanville Municipal Code.

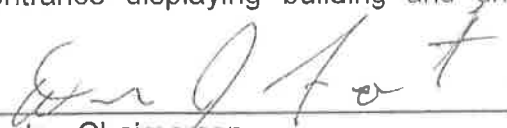
SIGNAGE

37. The design of all signs shall be approved and permitted by the Community Development Department prior to installation.

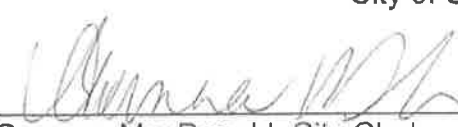
ADDRESSING

38. All numbers shall be assigned by the city and be obtained from the Building and Planning Division. Numbers shall be legible, shall be placed in an approved location and shall be easily viewed from the public entrance to the property. Numbering plans for multiple units, condominium projects and alike shall be submitted and approved during the project review process.
39. All new numbers shall be internally illuminated, with a contrasting background, four-inch minimum height and one-half-inch minimum stroke width. New multiple unit dwellings shall also erect and maintain a lighted directory at the Russell Avenue entrance displaying building and unit numbers.

APPROVED: _____


Dan Foster, Chairperson
Planning Commission
City of Susanville, State of California

ATTEST: _____


Gwenna MacDonald, City Clerk
Secretary to the Planning Commission

The foregoing resolution was introduced and adopted at a regular meeting of the Susanville Planning Commission held on the 25th day of October, 2016, by the following vote:

AYES: Jambois, Robinette, Lozano, Dowdy, Foster
NOES:
ABSENT:
ABSTAIN:


Gwenna MacDonald, City Clerk
Secretary to the Planning Commission

Reviewed by: DN City Administrator
 City Attorney

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

Submitted by: Dan Newton, Public Works Director

Action Date: December 7, 2016

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 16-5339** setting fees and policies for the water utility of the City of Susanville.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: On September 21, 2016, City Council approved the "September 2016 Water Rate Analysis and Calculations" report (Report). The Report is the basis for the justification of the proposed water rate change. The proposed water rate change will result in a revenue increase to address infrastructure needs as well as operational and maintenance costs.

As presented in the Report, the proposed rate modification will not change the existing base rate. The quantity rate will transition from a five tiered rate to a two tiered rate based on the time of year. The proposed two tiered rate applies equally to all account holders and is based on the time of year and increased production costs when the City is required to pump ground water to meet irrigation demands. The proposed quantity rate will not result in an increase to customers who use 300 cubic feet of water or less each month. Customers will be assessed an infrastructure surcharge based on their meter size with the majority of residential customers being assessed \$15.00 monthly.

The Report also proposes a drought surcharge to become effective when the City implements either Stage 1, 2, or 3 of its Water Shortage Contingency plan.

As required by Proposition 218, property owners have been notified of the proposed rate increase 45 days prior to the public hearing. The City has also notified water utility account holders who may not be property owners but will be impacted by the proposed change. Notices of the proposed change included the date of the public hearing and the procedure to protest the rate increase. Written protests may be submitted prior to or at the public hearing. Only one protest is permitted per parcel. If protests are received from a majority of the affected parcels, Council cannot adopt the proposed rate increase.

FISCAL IMPACT: The proposed rate increase is estimated to result in additional annual revenue to address water system infrastructure needs, in addition to increased operations and maintenance costs. The projected annual increase compared to prior years is approximately \$800,000.

ACTION REQUESTED: Consider adoption of Resolution 16-5339 setting fees and policies for the water utility of the City of Susanville.

ATTACHMENTS: Resolution No. 16-5339
September 2016 Water Rate Analysis and Calculations Report
Water Bill Comparisons

RESOLUTION NO. 16-5339
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE SETTING
RATES, FEES AND POLICIES FOR UTILITIES OF THE CITY OF SUSANVILLE

WHEREAS, the City Council of the City of Susanville has determined that certain rates for the City of Susanville Water Utility need to be changed to ensure that water rates reflect the true cost of operation and distribution based on the "September 2016 Water Rate Analysis and Calculations" report, adopted by City Council on September 21, 2016 (Resolution 16-5320); and

WHEREAS, for the purpose of addressing critical water infrastructure needs, the September 2016 Water Rate Analysis and Calculations Report proposes an infrastructure surcharge, which will be reassessed within the next five years as the City develops its next Water Rate Analysis and Calculations Report; and

WHEREAS, pursuant to the notification requirements established by Proposition 218, a notice of public hearing to be held on December 7, 2016, was mailed to affected account holders and property owners on October 21, 2016; and

WHEREAS, on December 7, 2016, the City Council conducted a public hearing and gave every interested person an opportunity to make a written protest to the scheduled connection fee and rate changes as recommended in the September 2016 City of Susanville Water Rate Analysis and Calculations Report, and the City Council has considered each protest; and

WHEREAS, the City Council of the City of Susanville finds that a majority written protest of account holders and property owners of the proposed changes in the "September 2016 Water Rate Analysis and Calculations" report does not exist; and

WHEREAS, the City Council finds, based upon all evidence in the record, including without limitation the City of Susanville September 2016 Water Rate Analysis and Calculations Report, that the proposed water rates and charges do not exceed the proportionate cost of the service attributable to each parcel upon which they are proposed for imposition by the Water Utility; and

WHEREAS, Resolution No. 04-3748 was approved by the City Council setting rates, fees, charges and policies for the utilities of the City of Susanville, including the water utility; and

WHEREAS, subsequent Resolutions 05-3914, 08-4384, 10-4703 and 12-4881 amended the rates, fees, charges, and policies established by Resolution No 04-3748; 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 foregoing recitals are true and correct.

2. The City Council hereby finds that the levy of the proposed water service rates as supported by September 2016 Water Rate Analysis and Calculations Report (which is incorporated herein by reference) is exempt from CEQA review under Public Resources Code section 21080(b)(8) and CEQA Guidelines section 15273 because the proposed water service rates are necessary and reasonable to fund the administration, operation, maintenance, and improvements of the City's water system, are necessary to maintain service within the City's existing service area, and will not result in expansion of the system. The City Council further finds that the action entails the creation of a government funding mechanism which is exempt from CEQA as not being a "project" pursuant to CEQA guidelines section 15378. The City Council authorizes the City Administrator to file a notice of exemption with the County Clerk to that effect.
3. The City Administrator is hereby authorized and directed, for and in the name of and on behalf of the City, to execute and deliver any and all documents, to do any and all things and take any and all actions that may be necessary or advisable, in their discretion, in order to effect the purposes of this Resolution. All actions heretofore taken by officers, employees, and agents of the City that are in conformity with the purposes and intent of this Resolution are hereby approved, confirmed, and ratified.
4. The City Council finds that the proposed rate changes in the "September 2016 Water Rate Analysis and Calculations" report do not exceed the proportionate cost of the service attributable to each parcel upon which they are proposed for imposition by the Water Utility.
5. The rates, fees, charges and policies set forth below, are hereby adopted and approved as the rates, fees and charges for the services identified for each such rate, fee and or charge and shall be effective January 1, 2017 and the quantity rate shall be implemented upon individual account holders after the completion of each account holder's January, 2017 reading cycle.
6. A reading cycle is defined as the monthly activity of the City to read water meters. Generally initiated around the first of the month; a reading cycle includes the water use from the previous month.
7. Immediately upon the effective date of the rates, fees, charges, and policies set forth herein, any previously established rates, fees and/or charges, or inconsistent policies shall be, and hereby are superseded by the rates, fees, charges, and policies established herein. All provisions of prior ordinances and resolutions of this City not inconsistent with this resolution shall remain in full force and effect.
8. Rates, fees and charges:

Water Base Charge: The minimum monthly base charge for all metered services by size is indicated in the following table.

Meter Size	Base Rate
5/8 X 3/4 inch	\$ 23.65
1 inch	\$ 31.93

1-1/2 inch	\$ 41.60
2 inch	\$ 54.11
3 inch	\$ 81.37
4 inch	\$ 124.84
6 inch	\$ 217.27
8 inch	\$ 289.69
10 inch	\$ 362.10

Base Rate Minimum: For each customer regardless of meter size serving the customer, the monthly minimum base rate is **\$23.65**.

Quantity Rate: Quantity rates are those monthly rates for water supplied through the meter as follows:

Irrigation Season: Irrigation season rates apply to water use between the months of April through September. Irrigation water rates will commence after the first reading cycle in April and end at the first reading cycle in October.

0-300 cubic feet = **\$0.00** per cubic foot

301 cubic feet and up = **\$0.0163** per cubic foot

Non-Irrigation Season: Non-Irrigation season rates apply to water use that is outside of the Irrigation Season.

0-300 cubic feet = **\$0.00** per cubic foot

301 cubic feet and up = **\$0.0113** per cubic foot

Drought Surcharge: Drought Surcharge is a surcharge that will be added to the quantity rate and become effective upon implementation of the respective stage of the City's Water Shortage Contingency Plan.

Stage 1:

0-300 cubic feet = **\$0.00** per cubic foot

301 cubic feet and up = **\$0.0025** per cubic foot

Stage 2:

0-300 cubic feet = **\$0.00** per cubic foot

301 cubic feet and up = **\$0.0041** per cubic foot

Stage 3:

0-300 cubic feet = **\$0.00** per cubic foot

301 cubic feet and up = **\$0.0066** per cubic foot

Infrastructure Surcharge: Infrastructure Surcharge is a monthly charge to all metered services for water system infrastructure repair and/or replacement. Infrastructure Surcharge is determined by meter size as indicated in the following table:

Meter Size	Base Rate
5/8 X 3/4 inch	\$ 15.00
1 inch	\$ 15.00
1-1/2 inch	\$ 20.00
2 inch	\$ 25.00
3 inch	\$ 35.00
4 inch	\$ 45.00
6 inch	\$ 65.00
8 inch	\$ 85.00
10 inch	\$ 105.00

Connection Fees: Where there is not presently a service, or when it is necessary to install a new service, the following connection fees shall apply:

- A. Residential Connection Fees: \$997.00
(Single Family Unit, Each Apartment Unit, Each Motel Unit)
- B. Commercial Connection Fee: Determined from water consumption report on basis of equivalent single family, residential connection fees.

Water Source and Storage Capacity Fees: Where there is not presently a service, or when it is necessary to install a new service, the following connection fees shall apply:

Source Fee:

Single Family Residential Unit	\$ 697.00
Multi Family Residential Unit	\$ 513.00
Commercial/Industrial (Per Acre)	\$ 917.00

Storage Fee:

Single Family Residential Unit	\$ 1042.00
Multi Family Residential Unit	\$ 689.00
Commercial/Industrial (Per Acre)	\$ 3641.00

Application Requirements: Applicants for City Utility services shall provide a valid driver's license or state identification card, social security number, address and telephone number, current employer and current rental agreement (if applicable).

Deposits: Deposits are required for the establishment of utility service(s) provided by the City.

Residential Customers: The deposit shall be \$200.00 for natural gas service, \$75.00 for water service and \$50.00 for geothermal services. Customers who have both water and natural gas services at the same address will have a maximum deposit of \$250.00.

Commercial Customers: The deposit shall be equal to the highest monthly bill from the previous 12 months of usage at that address. In no case shall said commercial deposits be lower than as stated herein for "residential customers".

After 12 months of good payment history for homeowners and 36 months of good payment history for renters, that may include no more than one late payment, the deposit shall be credited to the customer's account. Unsatisfactory payment history will result in an additional 12 months retention of the deposit by the City. Deposits held by the City do not accrue interest. No deposit is required for those who have established a good credit history with the City, i.e. 12 consecutive months of on time payments for utilities or customers who pass a credit check. Customers who move within the City may transfer an existing deposit to another residence. In the case where the deposit has been applied to past due accounts, or no deposit was required and the service has been disconnected for non-payment the City will require a new deposit and all fees to be paid before service is restored.

Service Establishment Fees: A service establishment fee shall be charged for the establishment of service and must be paid prior to activation of the meter.

Utility Service	Fees
Water	\$10.00
Natural Gas	\$10.00
Geothermal	\$10.00
Two or More at one time	\$15.00

Establishment fee is waived for property managers, landlords, etc. who have an agreement with the City for assuming services upon vacancy.

Other Fees:

A. Restoration of Service	
- Single Service	\$ 36.00
- Multiple Services	\$ 45.00

B. Restoration of Services (After 3:30 pm)	
- Single Service	\$ 71.00
- Multiple Services	\$ 101.00
C. Meter Testing Deposit	\$ 51.00
D. Meter Tampering Charge	\$ 301.00
(criminal charges may be filed)	
E. Back Flow Prevention Devices	Actual Cost
F. Construction Hydrant Meter Deposit	\$ 1,000.00
G. Inspections (cross connections)	\$ 94.00
H. Natural Gas Safety Inspections	No Charge

Water Service Line Installation: The customer shall pay for all costs of the water service installation including, but not limited to the pipe, service tap, meter box, meter valves, hydrants, labor, trenching, backfilling, patching and administrative costs from the nearest main to the customer's property line in accordance with City standards and specifications. The applicant may have the City Water Division personnel install the service line based on the fee schedule set forth below, or may elect to hire a qualified contractor to perform this work, except that only City Water Division personnel may make the water main tap and install the water meter.

Fee Schedule	3/4"	1"	1-1/2"	2"	Over 2"
New Service	\$1,400	\$1,400	\$1,790	\$2,070	Actual Cost
New Meter	\$303	\$396	\$652	\$782	Actual Cost
New Meter	\$850	\$1,100	\$1,700	\$1,950	Actual Cost
Location					
Remove	\$400	\$400	\$450	\$450	Actual Cost
Service					
Water Main	\$140	\$155	\$180	\$255	\$475
Tap Fees					

Construction Water:

- | | |
|--|---------|
| A. Fire Hydrant Use Deposit | |
| No Meter | \$ 500 |
| Fire Hydrant Meter Deposit | \$1,000 |
| B. Application Fee (non-refundable) | \$ 100 |
| C. Hydrant Meter Monthly Fee | \$ 25 |
| D. Quantity rate for construction water taken through a hydrant meter shall be \$85.50 per 1,000 cubic feet; \$8.50 per 100 cubic feet; or \$.8555 per 10 cubic feet of water. | |

Wells and Vertical Drilling:

Wells for Water, Geo, Monitoring, Testing and Heating/ Cooling systems:

	<u>Fees</u>
Application Fee	\$145
Inspection Fee	\$ 92

9. 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 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, subsection, sentences, clauses or phrases be declared invalid or unconstitutional
10. Revenues generated by the infrastructure surcharge shall be held in a restricted fund that is to be reported and accounted for as restricted, to be released only for use in the repair or replacement of the existing municipal water system including, but not limited to, the design, engineering and construction as necessary in connection with repairs to the system and only upon project approval by the City Council of the City of Susanville. Such restriction regarding this fund so created shall remain in place unless modified, amended or removed after a public hearing, legally noticed and upon a majority vote of the Council in favor of such modification, amendment or removal.
11. The City Clerk shall certify to the adoption of this Resolution.

APPROVED: _____
Kathy Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 16-5339 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of December 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

City of Susanville

September 2016 Water Rate Analysis and Calculations Report



September 21, 2016

1 INTRODUCTION

To ensure that water rates reflect the true cost of operation and distribution, the City of Susanville is required to periodically review water rates through the preparation of a comprehensive water rate study with the primary objective of maintaining water rates that protect the continued financial health and stability of the City's water enterprise and providing rate stability.

Analysis and Calculation objectives:

- Maintain financial health and stability of the City's water enterprise;
- Renewal of water rates to recover the full cost of service;
- Implementation of water shortage or drought rates;
- Preservation of rate equality and ensuring compliance with all legal requirements, including Proposition 218.

Background

Historically, water rates have remained stagnate with the last increase occurring in 2008. The primary objective of the 2008 increase was to create a modest funding stream to facilitate critical repairs to the aged infrastructure that has already exceeded its projected useful life. Revenues generated from the increase are placed in a restricted fund and are only used for the repair or replacement of existing infrastructure. The additional revenues have facilitated the replacement of water meters and replacement of some of the most vulnerable sections of pipeline. The increase did not consider or address ongoing operational deficits.

Prior to 2008, the last rate analysis and subsequent increase occurred in 2005, which has been insufficient to maintain ongoing operations especially with state mandated water conservation, resulting in declining revenues.

Declining water enterprise fund balances resulted in a negative cash balance at the end of the 2014/2015 fiscal year. During preparation of the 2015/2016 fiscal year budget staff recommended that a rate study be prepared as a more comprehensive approach to rate setting. In addition, the State's Emergency Water Regulations imposed a 36% conservation mandate which has had a significant impact on revenues and available operation funding. The State has also mandated that the City adopt a drought surcharge which has been included in this analysis and will be implemented and increased commensurately with each stage of the City's Water Shortage Contingency Plan.

The AWWA has established a set of capacity ratios using the maximum safe flow of various sizes of meters relative to the base or smallest meter size. These meter capacity ratios provide a basis for charging customers proportionally based on the capacity reserved for them in the water system.

Fixed charges were calculated in 2005 to recover approximately 50% of total water revenues.

- 2. Quantity Rate (Water Consumption Charge):** All customer classes are currently billed according to a five-tiered inclining rate structure, with the cost for each unit of water increasing for each tier as customers use more water. Water is measured and billed at the hundred cubic feet (ccf) unit which is equal to 748 gallons of water.

The water consumption charges are currently set to recover about 50% of total water rate revenues.

2 RATE SETTING LEGISLATION & PRINCIPLES

2.1 Constitutional Rate Requirements

The California Constitution includes two key articles that directly govern water rate calculation and implementation: Article 10 and Article 13D. The water rates developed in this analysis are compliant with both of these constitutional mandates and the provisions of the California Water Code in addition to the Government Code which adds further guidance for implementing these constitutional requirements. In accordance with the constitutional provisions, the proposed rates are designed to a) recover the cost of providing water service; b) allocate costs in proportion to the cost of serving each customer class; and c) promote conservation and discourage waste.

Article 10, Section 2

Article 10, Section 2 of the California Constitution was established by voter-approval in 1976 and requires public agencies to maximize the beneficial use of water, prevent waste, and encourage conservation. Section 2 states:

"It is hereby declared that because of the conditions prevailing in this State the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, and that the waste or unreasonable use or unreasonable method of use of water be prevented, and that the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and for the public welfare".

Article 13D, Section 6 (Proposition 218)

Proposition 218 was adopted by California voters in 1996 and resulted in the addition of Article 13D to the California Constitution. Article 13D, Section 6 governs property-related charges, which the California Supreme Court subsequently ruled to include ongoing utility service charges such as water, sewer and garbage rates. Article 13D, Section 6 establishes a) procedural requirements for imposing or increasing property-related charges and b) substantive requirements for those charges. Article 13D requires voter approval for new or increased property-related charges but exempts from this voting requirement rates for water, sewer and garbage service.

In addition to the City's water rates and finances, the following criteria were used in rate calculation:

1. *Revenue Sufficiency:* Rates recover the annual cost of service and provide revenue stability.
2. *Rate Impact:* Rates are calculated to generate sufficient revenue to cover operating and capital costs and are designed to maximize rate stability.
3. *Equitable:* Rates are fairly allocated among all customer classes based on proportionate demand characteristics.
4. *Practical:* Rates are simple in form and adaptable to changing conditions. Rates are both easy to administer and easy to understand.
5. *Provide Incentive:* Rates provide price signals which serve as indicators to conserve and produce water efficiently.

Table 2: 2015 Water Customers

City of Susanville

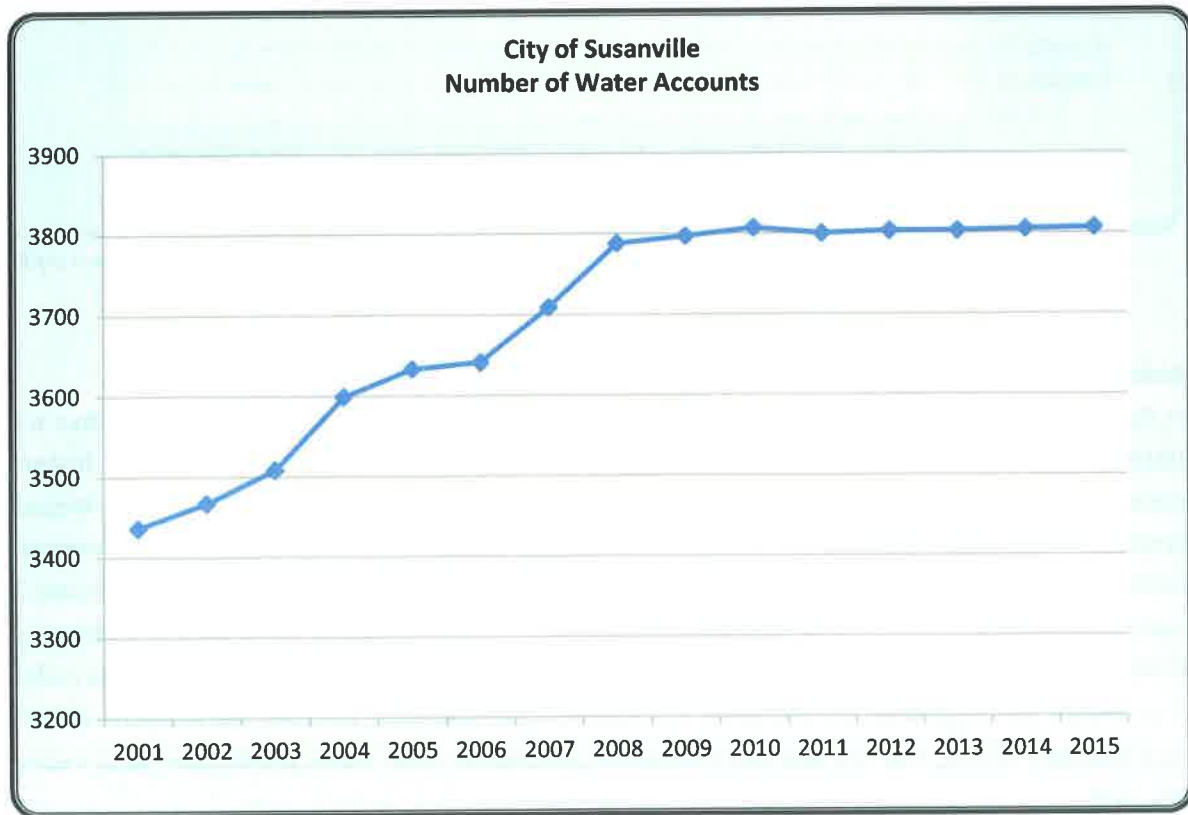
Water Rate Analysis and Calculations 2016

Meter Size	Residential- Single	Residential- Multi	Commercial	Total
5/8" X 3/4"	3,496			3,496
1"	38	21	69	128
1 1/2"	6	7	24	37
2"	4	29	95	128
3"		1	4	5
4"		3	5	8
6"			4	4
8"			1	1
10"				
TOTAL	3,544	61	202	3,807

Figure 1: Historical Water Accounts

City of Susanville

Water Rate Analysis and Calculations 2016



In May 2016, in response to persistent yet less severe drought, the State Water Board amended the Emergency Water Regulation, requiring water suppliers to submit information certifying supply reliability for three additional years of drought. The City submitted the required information and the State accepted the self-certification standard of 0%. The regulation is in effect through January, 2017, at which time the State may revise the regulation reinstating a higher conservation standard upon the City of Susanville.

4 WATER FINANCES AND RATES

4.1 Water Financial Overview

The water enterprise is governed by the City Council and operates under the Direction of the City Administrator with the Public Works Department performing operations and maintenance functions and Administrative Services Department performing billing and various administrative functions. Low production and treatment costs allow the utility to operate much more efficiently than other utilities. There are also multiple areas where economies of scale are realized within the operation of the multiple divisions within Public Works. Areas such as: Equipment maintenance; shared facilities; shared equipment; and staffing resources.

An evaluation of water enterprise finances revealed the following:

- The water enterprise operation fund is currently operating at a deficit. Current and projected operating revenues from water rates do not meet current and projected operating expenses.
- The water enterprise does not have a dedicated operation reserve, it does however have a rate stabilization fund consisting of \$3 million which provides limited, short term security as funds must be replenished within 120 days after the end of the fiscal year. Additional water funds are held in a separate account (7114) but are restricted to infrastructure replacement.
- The City's water rates are currently low when compared to other communities throughout the state. The 2013 California/Nevada Water Rate Study, prepared by the California Water Works Association, compares monthly water charges by county. Of the 45 counties surveyed, 38 have rates higher than Susanville.
- Much of the City's existing water infrastructure has exceeded its projected useful life with the greatest infrastructure need being water main and service line replacement. An estimated 100 million gallons are lost annually to water system leaks. The most urgent infrastructure needs are estimated at \$3.58 million dollars. Infrastructure needs are included in Table 4: **Table 4: Water Capital Improvement Plan/Infrastructure Replacement Plan.**
- The State is in the fourth year of declared drought, although water supplies within the City have

Table 3: Historical Revenue and Expenses
City of Susanville
Water Rate Analysis and Calculations 2016

	Fiscal Year				
	2011/12	2012/13	2013/14	2014/2015	Budgeted 2015/16
Water Operations Budget					
Water Operating Fund - 7110					
Revenues					
Water Sales	\$2,298,656.29	\$2,300,892.38	\$2,230,654.21	\$2,151,957.78	\$1,967,752.00
Total Operating Revenues	\$2,342,821.14	\$2,384,508.00	\$2,288,585.46	\$2,195,945.20	\$2,005,952.00
Expenses					
Personnel	\$818,648.79	\$812,196.47	\$861,628.36	\$930,733.53	\$1,073,191.00
Services and Supplies	\$341,751.56	\$348,338.19	\$328,434.47	\$361,799.01	\$355,125.00
Depreciation	\$721,520.73	\$686,951.59	\$646,948.00	\$664,868.53	\$616,498.00
Debt	\$686,234.83	\$688,103.77	\$685,411.57	\$686,786.47	\$684,727.00
Capital Improvement Program					
Total Operating Expenses	\$2,568,155.91	\$2,535,590.02	\$2,522,422.40	\$2,644,187.54	\$2,729,541.00
Net Operating Revenue	-\$225,334.77	-\$151,082.02	-\$233,836.94	-\$448,242.34	-\$723,589.00
Change in Net Position *	-\$450,541.41	-\$601,623.43	-\$835,460.37	-\$1,283,702.71	-\$2,007,291.71
Operating Expenses Less Depreciation	\$1,846,635.18	\$1,848,638.43	\$1,875,474.40	\$1,979,319.01	\$2,113,043.00
Fund Position less Depreciation	\$112,508.47	\$168,761.35	\$75,008.77	-\$149,693.03	-\$450,421.00

* Change in Net Position is claim on cash fiscal year 2010/2011 (-\$225,206.64) plus net operating revenue each year.

4.3 Financial Challenges/Key Drivers of Rate Increases

As utility infrastructure matures, regulations change, and safety needs evolve, so too does the need of water security, monitoring and the implementation and use of required technologies. These changes carry with them additional costs and require vigilance and regular monitoring of operational expenses, identification of operational efficiencies, cost saving measures and rate structure evaluation. Without taking a proactive approach to cost management, the City's water enterprise would face financial challenges which would require the City to raise water rates more aggressively in the future as infrastructure replacement becomes more critical and expensive. Key rate indicators are included and summarized as follows.

4.3.1 Operating Deficit and Fund Reserves

To ensure that the City's water system remains financially stable and operationally sound long into the future, rate adjustments are required to ensure that the water enterprise does not proceed down a path of annual operational deficits. Moreover, onerous restrictions placed on the established \$3 million Rate Stabilization Fund make it an ineffective tool to manage short and medium term declines in revenue resulting from increased levels of precipitation, cooler temperatures and, most significantly, state mandated water curtailment. Creation of an Operating Fund Reserve will be necessary to provide the kind of operational and rate stabilization envisioned by the existing rate stabilization fund however, without the restrictions imposed by bond covenants. This operational reserve fund would be used as a water operations budget reserve and would provide additional short and medium-term stability. The existing Rate Stabilization Fund would only be used in an emergency, where repayment could be made within 120 days of the end of the fiscal year when the funds were borrowed.

4.3.2 Capital Improvement Plan / Infrastructure Replacement (Depreciation)

Capital Improvements include replacement of aging infrastructure and vehicle replacement. **Table 4: Water Capital Improvement Plan / Infrastructure Replacement** is the proposed 5-year capital improvement plan and represents the City's most critical water main and service line infrastructure needs based on the number of leaks over the years and field assessments.

The City's five-year capital improvement program (CIP) includes \$6.1 million of water system improvements through 2020/21. The City has received a grant totaling 1.7 million to be used for Cady Springs Pump Station and infrastructure replacement projects. The City has also applied for additional grant funding (community block grant) to complete approximately 740,000 of water main replacement. Finally, \$3.58 million of water main replacement is proposed to be completed

Table 4: Water Capital Improvement/Infrastructure Replacement Plan

City of Susanville
Water Rate Study 2016

Susanville Water Division - Capital Improvement Plan

FUND SOURCE	COST ESCALATED FROM 2015 DOLLARS (2%/YEAR)					Total
	1	2	3	4	5	
	2016/17	2017/18	2018/19	2019/20	2020/21	
INFRASTRUCTURE PROJECTS						
Richmond Rd.; Cypress to Riverside Dr.		\$6,370	\$136,250			\$142,620
Paiute Ln; Glenn Dr. north	\$9,080	\$194,360				\$203,440
N. Pine St.; Burma Rd to View Dr.			\$7,020	\$150,120		\$157,140
N. Roop St.; North Alley to Willow St.			\$17,540	\$375,330		\$392,870
Third St; Cedar St. to Park St.	\$10,590	\$226,750				\$237,340
Park St.; Fifth St. to Fourth St.			\$5,150	\$110,110		\$115,260
N. Weatherlow; Mark St. to Chestnut St.	\$9,620	\$205,970				\$215,590
Parkdale Ave; North St. to Willow St.			\$9,440	\$201,940		\$211,380
Chestnut St.; Park St. 400' East			\$4,570	\$97,750		\$102,320
Johnstonville Rd; Johnstonville Rd. to Skyline				\$41,300	\$884,480	\$925,780
Main St.; Weatherlow to Park	\$24,000	\$854,010				\$878,010
TOTAL BY YEAR	\$53,290	\$1,487,460	\$179,970	\$976,550	\$884,480	\$3,581,750
PROP 2						
Cady Springs Pump Station, Main Connections		\$120,000	\$969,877			\$1,089,877
Johnstonville Rd. Water Main Replacement;						
Skyline Road Toward Well 3		\$20,000	\$679,208			\$699,208
TOTAL BY YEAR	\$0	\$140,000	\$1,649,085	\$0	\$0	\$1,789,085
BLOCKGRANT						
S Gilman; Main St. to River St.	\$9,330	\$199,500				\$208,830
Montevia Alley; Covina St. to East End		\$14,590	\$312,370			\$326,960
Upland Alley; Covina St. to East End		\$9,260	\$198,250			\$207,510
TOTAL BY YEAR	\$9,330	\$223,350	\$510,620	\$0	\$0	\$743,300
TOTAL ALL FUNDS	\$ 62,620	\$ 1,850,810	\$ 2,339,675	\$ 976,550	\$ 884,480	\$ 6,114,135

Table 5: Water Operating Expenses

City of Susanville

Water Rate Study 2016

SERVICE COSTS	Projected 5-Year Average
Operations and Management	
Personnel	\$ 1,098,563
Services / Supplies	\$ 244,533
Water Delivery	
Services / Supplies	\$ 270,101
System Improvements	\$ 11,700
Equipment Improvements	\$ 14,200
Capital Improvement /Depreciation	
Infrastructure Replacement	\$ 716,350
Equipment Replacement	\$ 25,000
Conservation Programs	\$ 25,000
Debt	
Debt Repayment	\$ 686,979
Annual Cost to Provide Service	\$ 3,092,426

5.2 Fixed vs. Variable Cost Recovery

Water utilities use a wide range of approaches or perspectives to allocate and recover the costs of providing service and most commonly consider a combination of fixed and variable charges. The percentage of revenues derived from the fixed and variable charges varies by agency but should be proportional to each system's expenditures and cannot legally exceed the cost of providing service. As the percentage of the rate that is tied to fixed charges decreases, so does revenue stability, resulting in an increased dependence on consumption/sales. In addition, a higher dependence on volumetric revenues or variable revenues can provide greater financial incentive for customers to conserve.

Public agencies have used a wide range of approaches or perspectives for allocating and recovering costs, and industry practices provide flexibility regarding the actual percentages collected from fixed versus variable rates. However, as illustrated in the examples above, a balanced approach is desirable. It is important to note that many of the same costs can reasonably be allocated 100% to fixed revenue recovery, 100% to variable rate recovery or to a combination of the two. Many of the water utility's costs are fixed costs that do not vary with water consumption, such as salaries, benefits, and costs of building and maintaining infrastructure. However, a portion of these fixed costs can reasonably be apportioned to variable, usage-based rate recovery in recognition that a portion of these fixed costs relates to the volumetric water use. For example, a share of the fixed cost of salaries related to water production can reasonably be recovered from usage-based charges as these costs are incurred to provide water supply to meet customer demand.

in support of the Capital Improvement Plan. To fully fund projected CIP costs (\$716,350), revenue generated from the base rate and quantity rate will be used.

Quantity Rate:

A key factor in determining the quantity rate is the estimated availability to sell water over the term of the study. State mandated conservation requires the City to reduce its per capita daily water use 20% by the year 2020. This is measured in terms of potable water produced allowing for reductions to be obtained through means other than conservation on the customer's end. Water system reconfigurations and repairing leaky water mains has put the City well on track toward meeting its conservation requirements. The City is within 0.3% of its 2020 requirement. In addition population growth projections at 0.95% annually (City Housing Element) were considered when analyzing availability to sell water over the next 5 years.

The proposed rate structure includes two quantity rates, one for the irrigation season (April through September), one for the non-irrigation season (October through March). The rates are designed to promote conservation and represent a differentiation of cost in months where water is pumped to meet demand versus months where gravity spring flow is adequate to meet demand.

The proposed quantity rate, per 100 cubic feet is increased from the five tiered rate (\$1.245 to \$1.645) to \$1.62 during the irrigation season. Customers choosing to use more water to irrigate landscapes will pay more to do so. However, during the non-irrigation season, the proposed quantity rate drops below the existing low tier (\$1.245) to \$1.13. Due to limited opportunities to conserve during the winter months, a reduction of the quantity rate during the non-irrigation season should not have a significant impact on conservation.

7 DROUGHT SURCHARGE

7.1 Drought Surcharge Overview

After nearly four consecutive years of below-normal rainfall, many areas in California are experiencing severe drought. In May 2015, the State Water Board adopted an emergency regulation requiring water agencies to conserve at varying levels dependent upon per capita daily water use. Susanville's conservation requirement was set at 36%, the highest conservation requirement.

Susanville, although not significantly impacted by the drought, had an onerous conservation mandate imposed by the regulation. To avoid financial penalties and additional mandates the city called on customers to conserve at historic levels. While the mandated level of conservation (36%) was not attained, conservation efforts were sufficient to avoid financial penalties. As a result of the conservation, the utility saw an approximate 10% decrease in revenues which negatively impacted the Water Operations Budget.

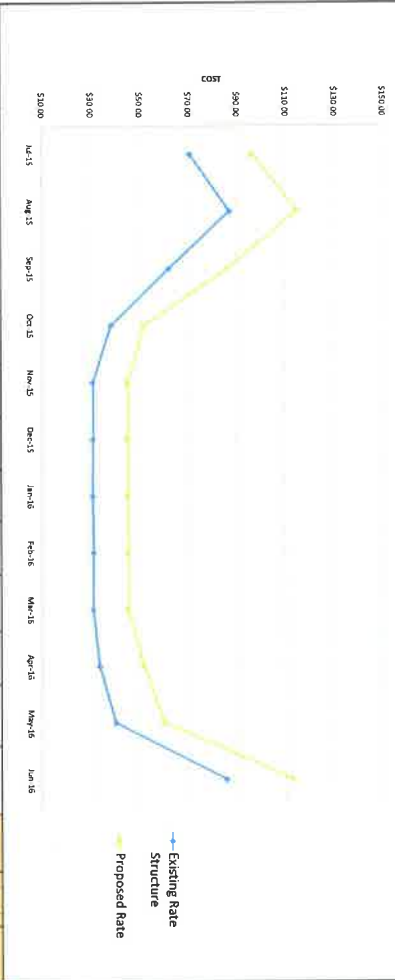
During times of drought or imposed conservation requirements, a water utility has two core objectives: 1) to reduce the amount of water customers consume, and 2) to maintain an adequate amount of revenue to continue operations while paying for extraordinary drought-related expenses. The two competing objectives work against each other as less water sold results in less revenue to cover an agency's costs.

At the request of the State Water Board, this rate study proposes an emergency drought surcharge to promote financial stability during periods of reduced water sales. Drought surcharges are designed to recover lost revenue due to decreased levels of consumption. The emergency drought surcharge would be an additional, separate consumption charge levied on all usage. The City recognizes that ratepayers are already doing their part to conserve. Therefore, applying the drought surcharge to only the consumption charge component gives customers the increased ability to control a portion of their water bills. The surcharge would be charged on a temporary basis and removed when the City determines that water supply conditions have returned to normal, and drought-related costs and revenue reductions have been recovered.

7.2 Water Shortage Contingency Plan

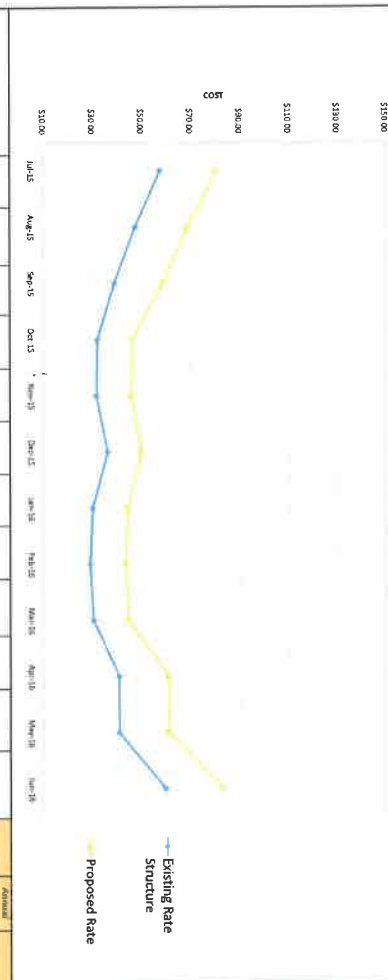
As an Urban Water Supplier, the City is required to have a Water Shortage Contingency Plan. A component of the City's 2010 Urban Water Management Plan, Susanville's Water Shortage

Single Family Residential Use
90th Percentile - June 2016



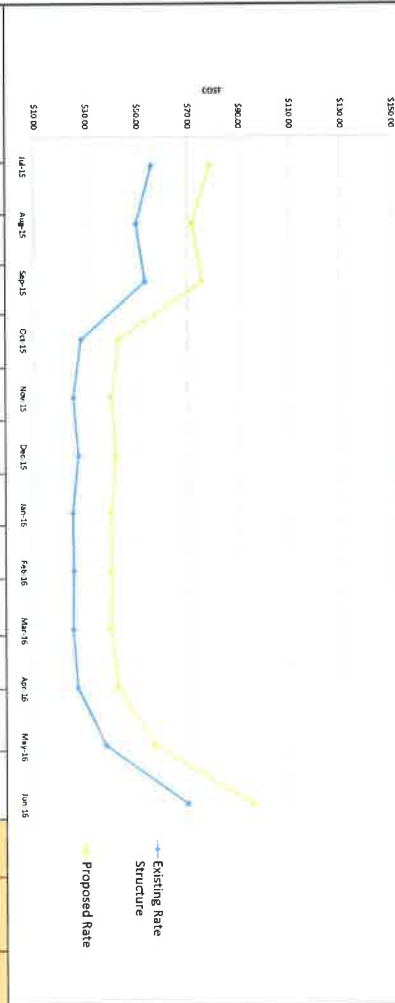
Month	Existing Rate Structure	Proposed Rate	Annual Increase From Current Rate	Average Monthly Increase
Jul-15	100.00	100.00		
Aug-15	100.00	100.00		
Sep-15	100.00	100.00		
Oct-15	100.00	100.00		
Nov-15	100.00	100.00		
Dec-15	100.00	100.00		
Jan-16	100.00	100.00		
Feb-16	100.00	100.00		
Mar-16	100.00	100.00		
Apr-16	100.00	100.00		
May-16	100.00	100.00		
Jun-16	113.33	119.05	18.72	1.56
Total	1133.33	1190.50	57.17	4.76

Single Family Residential Use
70th Percentile - June 2016



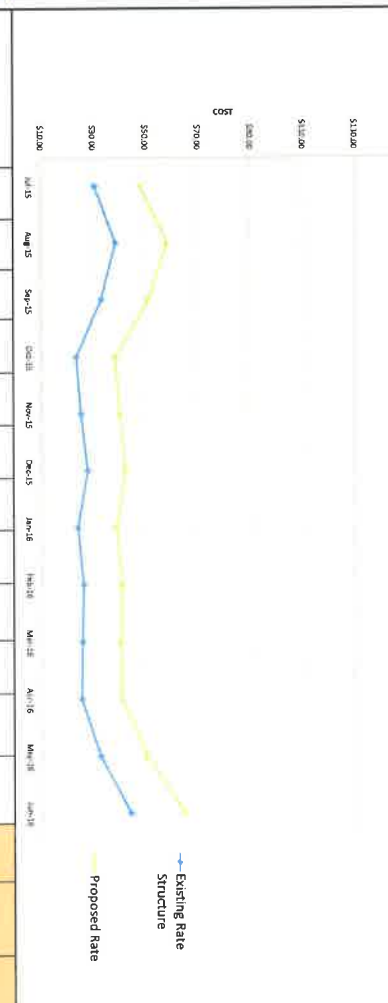
Month	Existing Rate Structure	Proposed Rate	Annual Increase From Current Rate	Average Monthly Increase
Jul-15	100.00	100.00		
Aug-15	100.00	100.00		
Sep-15	100.00	100.00		
Oct-15	100.00	100.00		
Nov-15	100.00	100.00		
Dec-15	100.00	100.00		
Jan-16	100.00	100.00		
Feb-16	100.00	100.00		
Mar-16	100.00	100.00		
Apr-16	100.00	100.00		
May-16	100.00	100.00		
Jun-16	107.15	115.84	15.69	1.31
Total	1071.50	1158.40	86.90	7.24

Single Family Residential Use
80th Percentile - June 2016



Month	Existing Rate Structure	Proposed Rate	Annual Increase From Current Rate	Average Monthly Increase
Jul-15	100.00	100.00		
Aug-15	100.00	100.00		
Sep-15	100.00	100.00		
Oct-15	100.00	100.00		
Nov-15	100.00	100.00		
Dec-15	100.00	100.00		
Jan-16	100.00	100.00		
Feb-16	100.00	100.00		
Mar-16	100.00	100.00		
Apr-16	100.00	100.00		
May-16	100.00	100.00		
Jun-16	118.51	124.58	24.58	2.05
Total	1185.10	1245.80	60.70	5.06

Single Family Residential Use
50th Percentile - June 2016



Month	Existing Rate Structure	Proposed Rate	Annual Increase From Current Rate	Average Monthly Increase
Jul-15	100.00	100.00		
Aug-15	100.00	100.00		
Sep-15	100.00	100.00		
Oct-15	100.00	100.00		
Nov-15	100.00	100.00		
Dec-15	100.00	100.00		
Jan-16	100.00	100.00		
Feb-16	100.00	100.00		
Mar-16	100.00	100.00		
Apr-16	100.00	100.00		
May-16	100.00	100.00		
Jun-16	119.87	124.58	24.58	2.05
Total	1198.70	1245.80	47.10	3.93