



Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit

**6**     **CONSENT CALENDAR:**

All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

- A     Approve minutes from the City Council's January 3, 17, 19, 22, 2018 meetings
- B     Approve vendor warrants numbered 200475 through 200563 for a total of \$579,158.19 including \$101,795.64 in payroll warrants
- C     Receive and file Monthly Finance Reports: January 2018

**7**     **PUBLIC HEARINGS:** No business.

**8**     **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

**9**     **NEW BUSINESS:**

- A     Receive and file Natural Gas Report
- B     2018 Weed Abatement Program

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

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

**12**    **CONTINUING BUSINESS:**

- A     Consider **Ordinance No. 18-1013** imposing a transaction and use tax to be administered by the California Department of Tax and Fee Administration: Waive second reading and adopt
- B     Consider **Resolution No. 18-5485** placing a measure on the June 5, 2018 ballot for the purpose of imposing a one-half percent sales tax for general community services.

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

- A     Meeting Schedule discussion – March 2018

**14**    **COUNCIL ITEMS:**

- A     AB1234 travel reports:

**15**    **ADJOURNMENT:**

- *A special meeting of the City Council will be held on March 19, 20 and 21, 2018*
- *The next regular City Council meeting will be held on March 21, 2018 at 6:00 p.m.*

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

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

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for March 7, 2018 in the areas designated on March 2, 2018.



Heidi Whitlock, Assistant to the City Administrator

Reviewed by:      Interim City Administrator  
     City Attorney

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

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

**Action Date:** March 7, 2018

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Minutes of the City Council's January 3, 17, 19 and 22, 2018 meetings

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

**SUMMARY:** Attached for the Council's review are the minutes of the City Council's January 3, 17, 19 and 22, 2018 meetings.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Motion to waive oral reading and approve minutes of City Council's January 3, 17, 19 and 22, 2018 meetings.

**ATTACHMENTS:** Minutes: January 3, 2018  
January 17, 2018  
January 19, 2018  
January 22, 2018

**SUSANVILLE CITY COUNCIL  
Regular Meeting Minutes  
January 3, 2018– 6:00 p.m.**

Meeting was called to order at 6:02 p.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Mendy Schuster, Mayor pro tem Franco and Kathie Garnier.

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

**1      APPROVAL OF AGENDA:**

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

**2      PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: None.**

**3      CLOSED SESSION: At 6:03 p.m. the Council entered into Closed Session to discuss the following:**

- A      CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION –  
Pursuant to Government Code section 54956.9(b)
- B      PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54957
  - 1      City Administrator

**4      RETURN TO OPEN SESSION:**

At 7:00 the City Council reconvened in Open Session.

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney; James Moore, Fire Chief; Dan Gibbs, Acting Public Works Director; John King, Police Chief; Deborah Savage, Finance Manager and Gwenna MacDonald, City Clerk.

Mr. Newton reported that prior to Closed Session, the City Council approved the agenda as submitted, and the Council provided direction but there would be no reportable action.

Councilmember Stafford requested a moment of silence in honor of Zella Mae Miles.

**5      BUSINESS FROM THE FLOOR: No comments.**

**6      CONSENT CALENDAR: No business.**

**7      PUBLIC HEARINGS: No business.**

**8      COUNCIL DISCUSSION/ANNOUNCEMENTS: Commission/Committee reports: none**

**9      NEW BUSINESS:**

**9A      Consider Resolution No. 18-5436 approving Cooperative Agreement with Susanville Indian Rancheria Housing Authority** Mr. Newton explained that at the November 11, 2017 meeting, the City Council considered entering into a payment in lieu of taxes agreement with the Susanville Indian

Rancheria Housing Authority. The agreement would establish a payment that the City would receive instead of property taxes on the subject property. The attorney for the SIR Housing Authority and the City Attorney have developed the draft agreement, and it is being presented to the City Council for consideration. The agreement would result in a \$150 per dwelling amount to be paid annually to the City for the parcels in question.

Councilmember Wilson commented that he understands the principle behind the agreement, but he is uncomfortable with the amount, and does not want the city to be locked into an agreement that could potentially be amended to add additional properties.

**Phil Bush**, SIR Housing Authority, responded that the \$150 per dwelling unit in lieu of tax payment is an amount that is established by statute, and the amount is not in effect for 50 years. The leasehold that the Housing Authority has with the tribe is for 50 years, and the deed restriction is for low-income tenants only. The Housing Authority is also planning to apply for a welfare exemption for the property. In order to qualify for the welfare exemption, they have to maintain between 30 and 40 percent of the tenants as low income as established by the area median income calculations that are released annually by HUD.

Ms. Ryan explained the 10 percent figure as found in Recital 5 in the previous agreement.

Mayor pro tem Franco commented that it would be nice to see the formula included in the agreement language. He asked for clarification regarding the 50 year requirement.

Mr. Bush responded that they must maintain a specific threshold of affordability, otherwise a different statute applies. At the time of admissions to the program, applicants must demonstrate low-income status, and the Housing Authority has to report annually to the County regarding the income status of the tenants.

Councilmember Schuster asked if the housing was available to tribal members only, or to any low-income resident.

Mr. Bush answered that the priority would be given first to tribal members, then secondary preference given to any Native Americans. He discussed additional restrictions and requirements found in the NAHASDA document.

Councilmember Wilson asked if this process was bypassing the Assessor's office.

Mr. Bush explained the process of applying for a welfare exemption for the property, and the authority to move forward with the project regardless of having an agreement in place for the payment in lieu of taxes.

**Wanda Brown**, SIR Housing Authority, explained that the 50 year restriction has to do with the agreement between the Susanville Indian Rancheria, and the Susanville Indian Rancheria Housing Authority. They are two separate bodies, and the process is strictly governed by the HAHASDA. It is a new program for them, and a new process and it was the intent to work with the City to identify the payment of fees for each dwelling.

Mayor Garnier asked if there was an end date for the agreement, and what provisions are for providing police and fire services to the property. She asked if the property would be subject to the City's property maintenance ordinance.

Mr. Bush responded that the property must comply with all local laws and that would include the property maintenance ordinance.

Mayor Garnier suggested including both the \$150 per dwelling fee and the formula, with the language 'either/or' to be included in the agreement.

Mayor pro tem Franco added that with that language, then the higher of the two amounts could be assessed for those properties. Either payment does not represent any windfall to the City.

Ms. Ryan commented that if there is a consensus to include the either/or language in the agreement, she requested clarifying direction.

Mayor Garnier stated she was in favor of making that change, and including it anywhere in the agreement that references the \$150 in lieu of payment.

Councilmember Wilson commented that he would be in favor of including a reference to the governing statute and revisiting the agreement amount in the event that anything in the statute changes.

Wanda stated that the Statute requires that the Housing Authority has 90 days to revise the agreement in the event that anything in the statute changes.

Direction was given.

**9B Consider Resolution No. 18-5458 approving Amendment 1 to the Agreement between the City of Susanville and the Honey Lake Valley Recreation Authority for Administrative, Management and Operational Services** Mr. Newton reported that the HLVRA utilizes the City to perform administrative, management and operational services for the operation of the community pool. The agreement includes an appendix that details the approved rate that the City will be reimbursed for each position. The HLVRA met and discussed the Pool Manager/Director position, and determined that an increase to the compensation would be appropriate to reflect the duties of the position, and to attract more qualified candidates. The increase was approved from Range 930 to 938. An amendment to the agreement to reflect this change in the appendix requires City Council approval, and there are no other changes to the agreement.

Motion by Councilmember Wilson, second by Mayor pro Franco, to approve Resolution No. 18-5458; motion carried unanimously. Ayes: Wilson, Franco, Stafford, Schuster and Garnier.

Councilmember Schuster recused herself from consideration of the following item due to owning property in the Spaulding area. Councilmember Schuster exited the Council Chambers.

**9C Consider Resolution No. 18-5463 approving the Spaulding Community Services District (CSD) Agreement and Authorizing the City Administrator to Execute the Agreement** Mr. Newton reported that the City acts as the lead agency for the Lahontan Basins Regional Water Management Group (RWMG), and through 2015 Proposition 84 funding, the IRWVG received funding from the CA

Department of Water Resources for various projects in an estimated amount of \$1.9 million. A grant agreement was executed with DWR in August 2016 for various projects, including the Spaulding CSD Waste Water Pond closure project. The project total is \$92,500, and the details of the agreement identify the responsibilities for implementation and administration of the project for the City and Spaulding CSD. Mr. Newton explained that the project involves a conservation component that requires draining the pond and installing baffles so that the pond will not have to remain full in order to keep the liner in place.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 18-5463; motion carried. Ayes: Stafford, Franco, Wilson and Garnier. Abstain: Schuster.

Councilmember Schuster returned to the Council Chambers.

**9D Consider Resolution No. 18-5464 calling for the holding of a general municipal election to be held on Tuesday, June 5, 2018 for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities;**

**Consider Resolution No. 18-5465 requesting the Board of Supervisors of the County of Lassen to consolidate a general municipal election to be held on Tuesday, June 5, 2018 with the statewide primary election to be held pursuant to §10403 of the *Elections Code*;**

**Consider Resolution No. 18-5466 adopting regulations for candidates for elective office pertaining to Candidates' Statements submitted to the voters at an election to be held on Tuesday, June 5, 2018.** Ms. MacDonald reported that the City has a general municipal election scheduled for Tuesday, June 5, 2018. Two Councilmembers will be elected to a four-year term of office ending June 2022 and to begin the process, three Resolutions are required: a notice to call for the holding of a general election; a resolution requesting consolidation of the election with Lassen County; and a resolution adopting regulations for candidate statements on the ballot. The nomination period for candidates is February 12 through March 9, 2018. In the event one of the incumbents does not run for office, the Elections Code provides for a five-day extension of the nomination period to March 14, 2018.

There were no questions or comments.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 18-5464, 18-5465 and 18-5466; motion carried unanimously. Franco, Stafford, Wilson, Schuster and Garnier.

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

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

**12 CONTINUING BUSINESS:** No business.

**13 CITY ADMINISTRATOR'S REPORTS:**

**13A Sales Tax Measure** Mr. Newton explained that this item was agendaized in the event that there was new information to report to the City Council. He has not had an opportunity to meet with County staff, and the item is scheduled to be discussed by the Board of Supervisors at their January 9, 2018. He anticipates having more information to share at the next meeting.

**14 COUNCIL ITEMS:**

**14A AB1234 travel reports:**



Councilmember Schuster shared her participation in the Holiday with a Hero event, and complimented Officer Terra Avilla and everyone involved in coordinating the event. There were over 140 local children who participated this year.

**15     ADJOURNMENT:**

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to adjourn the meeting.

The meeting was adjourned at 7:50 p.m.

\_\_\_\_\_  
Kathie Garnier, Mayor

Respectfully submitted by

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

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

**SUSANVILLE CITY COUNCIL  
Regular Meeting Minutes  
January 17, 2018– 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, Mayor pro tem Franco, and Kathie Garnier. Absent: Schuster

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

**1      APPROVAL OF AGENDA:**

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve the agenda as submitted; motion carried. Ayes: Stafford, Franco, Wilson, and Garnier. Absent: Schuster.

**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 Section §54957
  - 1      City Administrator
  - 2      Approved Position List
- B      CONFERENCE WITH LEGAL COUNCIL – EXISTING LITIGATION – Pursuant to Paragraph (1) of subdivision (d) of Section 54956.9 of the California Government Code regarding two cases:
  - 1      Matthew Wood v City of Susanville
  - 2      Michael Bollinger v City of Susanville

**4      RETURN TO OPEN SESSION:**

At 7:00 the City Council reconvened in Open Session.

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney; James Moore, Fire Chief; Dan Gibbs, Acting Public Works Director; John King, Police Chief; Deborah Savage, Finance Manager; Quincy McCourt, Project Manager and Gwenna MacDonald, City Clerk.

Mr. Newton reported that prior to Closed Session, the City Council approved the agenda as submitted. In Closed Session, the Council approved modifications to the Approved Position list to include the removal of the Golf Course Manager position and adding the Golf Course Business Manager positions. Regarding Item 3B, there was direction given, but no reportable action taken. Closed session was recessed and will be continued after the conclusion of open session.

Chief King offered the Thought of the Day.

**5      BUSINESS FROM THE FLOOR:**

**Dava Montgomery** voiced a complaint that City employees were allegedly being utilized to survey private property owned by the former City Administrator. She is a County resident who is currently

engaged in a property line dispute with her neighbor, and she was advised by her attorney to notify the City of her claims.

**Danielle Sanchez**, Lassen County Health and Social Services, informed the Council that they would be conducting the annual Point in Time Homeless count.

**David Teeter** spoke as a citizen on behalf of residents interested in starting a community garden. They are interested in seeing it on the agenda as an action item to commit city support for the project.

**Gary Felt** spoke in support of the Community garden.

**Chris Montgomery** spoke in opposition of a sales tax increase. He stated that it has no chance of success and he has access to a new media source and would prefer to promote the City Council's support of public safety.

**6**      **CONSENT CALENDAR:**

- A      Approve minutes from the City Council's December 6, 2017 meeting
- B      Approve vendor warrants numbered 200111 through 200278 for a total of \$653,229.60 including \$229,036.66 in payroll warrants
- C      Receive and file Monthly Finance Reports: November and December
- D      Receive and file Quarterly TOT Report: Second-Fourth Quarters FY 2016/2017
- E      Receive and file Golf Course Report Fiscal Year ending 2017

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

**7**      **PUBLIC HEARINGS:** No business.

**8**      **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Commission/Committee reports: none

**9**      **NEW BUSINESS:**

**9A**      **Consider agreement for auditing services for fiscal year ending 2018** Ms. Savage reported that the City has one year left with the current contract for auditing services with the firm of Badawi and Associates, but it requires City Council approval to confirm the extension of the contract so that their services may be utilized to conduct the annual financial audit for the City. Badawi and Associates has done a good job of providing this service, and if the Council chooses to exercise the option to extend the contract for one final year, then next year the City will be required to circulate an RFP to procure auditing services. If the Council votes to extend the contract, a resolution will be brought back at the next meeting for formal approval.

It was the consensus of the City Council to bring back a contract with Badawi and Associates.

**9B**      **Consider Resolution No. 18-5467 approving budget increase in Memorial Park Fund to complete repairs and improvements as identified in attached scope of work** Mr. McCourt explained that the City received a request from Lassen College to complete various improvements at the Memorial Ball Park. The items requested include:

- Repair of flood damaged berm along Paiute Creek
- Tree trimming near score board (completed)

New storage structures near ball field  
New fencing for ball field bullpen area  
Infield grading

The Memorial Park fund, which is partially funded through a cell tower lease agreement, has \$51,000 available which is sufficient to complete the work, which is estimated at \$31,000. Approximately \$13,500 is expected to be reimbursable through FEMA since much of the work is to repair damages caused by last year's flood event. If approved, the projects would begin as soon as possible, weather permitting.

The City Council discussed the condition of the ball field, the existing storage containers utilized to store sports equipment, and the various painting projects that had been completed through the Parks and Recreation division. The College would be providing assistance for completion of the projects through volunteer labor provided by the baseball team.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 18-5467; motion carried. Ayes: Wilson, Stafford, Franco and Garnier. Absent: Schuster.

**9C Consider Resolution No. 18-5468 requesting approval of the Susanville Municipal Airport Commission ACIP recommendations** Mr. McCourt reported that every year the Susanville Municipal Airport receives \$150,000 in entitlement funding with the requirement to provide 10 percent in matching funds. The City budgets \$15,000 annually to provide the local match to fund airport improvements. Every year the Federal Aviation Administration (FAA) requires the submittal of a project priorities list through the Airport Capital Improvement Plan (ACIP). The Airport Commission considered the 2018-2023 ACIP at its January 11, 2018 meeting and is recommending that the City Council approve the updated ACIP. The City does not receive enough funding through the entitlement to complete all of the projects, but in providing the list to the FAA, there are other opportunities for funding through CalTrans, or other sources that the City could work with through the FAA to possibly front load additional funding.

The City Council discussed the project priorities, funding options, and the necessity of conducting long-range planning in order to comply with FAA requirements for the ACIP and the Airport Layout Plan. The Airport Commission has dedicated a lot of time and discussion to reviewing the ACIP and is recommending its adoption by City Council.

Motion by Councilmember Franco, second by Councilmember Stafford, to approve Resolution No. 18-5468; motion carried. Ayes: Franco, Stafford, Wilson and Garnier. Absent: Schuster.

**9D Resolution No. 18-5469 approving and authorizing Mayor to execute professional services agreement with Lassen County** Mr. Newton explained that the City of Susanville conducts recruitments for employees and the process for filling temporary and permanent positions. The process to conduct background investigations for permanent hires is more extensive than temporary appointments, and in an effort to make the best possible hiring decisions, it is staff's recommendation to utilize the services of the County of Lassen to conduct the background investigation portion of the pre-employment process. The County has personnel on staff who are formally trained to conduct background investigations and have the ability to provide these services. Whenever possible, the City could continue to utilize the services in-house, however for certain positions or to keep the process moving, the City would have the option to utilize services provided by the County.

Mayor Garnier asked how often the City would have to utilize the County.

Mr. Newton responded that it would be based on the turnover rate, and workload of the City staff who would be conducting the investigation.

Councilmember Stafford stated that through the POST website, employees could undergo training for a minimal cost that would allow for more staff to be available to complete the investigations.

Motion by Mayor pro tem Franco to approve Resolution No. 18-5469. The motion dies for lack of a second.

It was the consensus of the Council to utilize in-house staff to conduct the background investigations.

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

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

**12**     **CONTINUING BUSINESS:**

**12A**    **Resolution No. 18-5436 approving Cooperative agreement with Susanville Indian Rancheria Housing Authority** Ms. Ryan reviewed the Cooperative Agreement that has been considered and discussed by the City Council at the January 3, 2018 meeting. The language changes have been incorporated and the agreement has been reviewed by the Susanville Indian Rancheria Housing Authority Board.

Wanda Brown, SIR Housing Authority, commented that the City's property maintenance ordinance has also been reviewed, so they are aware of the new regulations put in place by the City, and stated that they will be subject to the ordinance as every other property owner. This process is also new to the SIR Housing Authority, and they are ready to work with the City through the process, and after having been on several Council agendas, they are hoping to obtain a vote on the agreement.

Councilmember Wilson suggested that since this project is limited to three parcels, that the agreement be limited to those three parcels only. If the agreement was revised to include the APN's then the Council could consider the agreement as limited to those properties.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 18-5436 with the revision to include the parcel APN's as suggested; motion carried. Ayes: Wilson, Stafford, Franco and Garnier. Absent: Schuster.

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

**13A**    **Sales Tax Measure Update** Mr. Newton explained that the County Administrative Officer and the Interim City Administrator have been working on a mutually agreeable percentage split for a proposed general sales tax ballot measure. At the January 9, 2018 Lassen County Board of Supervisors Meeting, the proposed tax measure was discussed by the Board and direction was given to County Staff. The proposed process to place the measure on the ballot for the June election is being vetted by legal counsel, and the preliminary plan is for Lassen County to place a tax measure on the ballot that would create a district tax that would include the City of Susanville. Through a tax sharing agreement, the City and County would agree to share the revenue. The State has indicated that the situation is unique, and it is legal, but it is not a common relationship to create between the City and County in terms of sharing revenue so it will take some additional consideration by legal counsel. The County has requested a joint

meeting between the County and City on January 23<sup>rd</sup> at Jensen Hall at 1:00 p.m. to discuss the sales tax measure and the marijuana ordinance.

Councilmember Wilson asked what they hope to accomplish by conducting a joint special meeting.

Mr. Newton responded that it would provide an opportunity to identify and agree to the percentage of sales tax split, and to solicit public comments regarding the measure overall.

Mayor pro tem Franco asked if the County appeared to prefer a general tax versus a special tax dedicated to public safety. The pool ballot measure failed, and the raising of taxes is never a popular thing to place on the ballot. He has doubts that a special tax even for public safety would ever gain enough votes.

The City Council discussed the timeline to have a measure placed on the ballot. The deadline is March 9<sup>th</sup>, and an ordinance would have to be approved as well as a resolution to place the measure on the ballot. The timeline is such that if the Council would like to have a back-up plan to place its own measure on the ballot, that would have to be brought forward in the February meetings in order to meet the timeline for ordinance approval.

**13B Administrative Services Update** Mr. Newton reviewed the activities and services provided by the Administrative Services Department. The Department includes the Finance Division, Building and Planning, City Clerk, Project Management as well as overseeing operations at the Airport, Golf Course, and provided executive services for the Community Swimming Pool. Mr. Newton reviewed the list of completed projects as well as upcoming projects that have been completed by the department.

**13C Riverside Park Design Workshop Update** Mr. McCourt explained that the City of Susanville was awarded a CDBG grant to perform various upgrades and improvements at Riverside Park. The grant specifies that ADA improvements and lighting safety upgrades be completed as part of the grant agreement. The project scheduled to begin in the middle of 2018, and the City Council has expressed an interest in the opportunity to contribute additional design feedback. A community workshop is scheduled for January 25, 2018 and Mr. McCourt invited the City Council to attend and provide feedback. A special meeting notice will be posted to allow a quorum of the Council to participate in the discussion.

**14 COUNCIL ITEMS:**

**14A AB1234 travel reports:**

**15 ADJOURNMENT:**

At 9:14 p.m. Mayor Garnier called for a five minute recess before reconvening in Closed Session.

The Council reconvened in Closed Session at 9:20 p.m.

The City Council recessed Closed at 10:02 p.m.

The announcement out of Closed was that no reportable action was taken.

The meeting was adjourned at 10:03 p.m.

\_\_\_\_\_  
Kathie Garnier, Mayor

Respectfully submitted by

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

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

**SUSANVILLE CITY COUNCIL  
Special Meeting Minutes  
January 19, 2018– 8:00 a.m.**

Meeting was called to order at 8:12 a.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Mayor pro tem Franco and Kathie Garnier. Absent: Mendy Schuster

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

Councilmember Schuster was connected by conference call from her location at the Hyatt Regency Sacramento at 1209 L Street, Sacramento, CA. Mr. Newton stated that any votes taken by the Council must be by polled vote, due to Councilmember Schuster's participation from a remote location.

**1 APPROVAL OF THE AGENDA:**

Motion by Councilmember Stafford, second by Councilmember Wilson, to approve the agenda as submitted; motion carried unanimously. Ayes: Stafford, Wilson, Franco, Schuster and Garnier.

**2 PUBLIC COMMENT:** No comments.

**3 CLOSED SESSION:** No business

**4 SCHEDULED MATTERS:**

**4A Resolution No. 18-5470 extending Interim-Urgency Ordinance No. regulating medical and adult use Cannabis Activities pending adoption of a permanent ordinance** Mr. Newton reported that at its December 6, 2017 meeting, the City Council adopted an interim-urgency ordinance to regulate adult and medical use cannabis within the city limits. The ordinance was effective immediately, and remained in effect for 45 days unless extended by a four-fifths vote of the Council at a noticed public hearing. The Ordinance allows the Council time to study and consider regulations pertaining to adult and medical use cannabis activities within the City. Absent regulations, activity could be permitted within the City by way of a State permitting process. A subcommittee has been formed to address the regulations, and the City is allowed to extend the ordinance for a period of ten months and fifteen days.

Mayor Garnier opened the public hearing at 8:15 a.m. and requested any comments for or against the ordinance.

There being no comments, Mayor Garnier closed the public hearing at 8:16 a.m.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 18-5470; motion carried unanimously by polled vote: Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

**5 ADJOURNMENT:** *Next regular meeting is scheduled for February 7, 2018 at 6:00 p.m.*

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to adjourn the meeting.

The meeting was adjourned at 8:16 a.m.



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Kathie Garnier, Mayor

Respectfully submitted by

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Gwenna MacDonald, City Clerk

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

**SUSANVILLE CITY COUNCIL**  
**Special Meeting Minutes**  
**January 22, 2018– 9:30 a.m.**

Meeting was called to order at 9:30 a.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Mayor pro tem Franco, Mendy Schuster and Kathie Garnier.

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

**1 APPROVAL OF THE AGENDA:**

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

**2 PUBLIC COMMENT:** No comments.

**3 CLOSED SESSION:** At 9:36 a.m. the Council considered the following:

**3A PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL RELEASE – pursuant to Government Code section 54957**

At 9:54 a.m. the City Council reconvened in Open Session.

**4 SCHEDULED MATTERS:**

**4A Choose hearing dates for existing litigation in matters of Matthew Wood v. City of Susanville and Michael Bollinger v. City of Susanville**

It was the determination of the City Council and special counsel that the hearing dates for existing litigation would be scheduled for special meetings to be held from 9:00 to 12:00 p.m. and from 3:00 to 6:00 p.m. on March 19, March 20 and March 21, 2018.

Mr. Newton stated that the announcement from Closed Session was that no reportable action had been taken. City Council provided direction to staff.

**5 ADJOURNMENT:** Next regular meeting is scheduled for February 7, 2018 at 6:00 p.m.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to adjourn the meeting.

The meeting was adjourned at 10:17 a.m.

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Kathie Garnier, Mayor

Respectfully submitted by

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Gwenna MacDonald, City Clerk

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

**SUSANVILLE CITY COUNCIL  
Special Meeting Minutes  
January 22, 2018– 10:00 a.m.**

Meeting was called to order at 10:18 a.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Mayor pro tem Franco, Mendy Schuster and Kathie Garnier.

Staff present: Dan Newton, Interim 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 Stafford, to approve the agenda as submitted; motion carried unanimously. Ayes: Stafford, Franco, Wilson, Schuster and Garnier.

**2 PUBLIC COMMENT:** No comments.

**3 CLOSED SESSION:** At 10:19 a.m. the Council entered into Closed Session to discuss the following:

**A PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL RELEASE – pursuant to Government Code Section 54957.**

At 12:05 p.m. the City Council reconvened in Open Session.

Mr. Newton announced that no reportable action had been taken.

**4 SCHEDULED MATTERS:**

**4A Sales Tax Measure Discussion** Mr. Newton reviewed the requirements for placing a sales tax measure on the ballot for the June 5, 2018 election. The Council must adopt an ordinance by introducing the ordinance for a first reading, then approving a second reading at the following council meeting. A resolution to place the measure on the ballot must also be approved. There have been discussions that a special tax related to public safety may be better received by the community than a general tax. A special tax requires a sixty-six percent vote to pass, and would be designated for a specific purpose while a general tax requires only a simple majority, with more flexibility for spending the revenue. It would be preferable to work with the County to put one measure on the ballot, and then enter into a separate tax-sharing agreement with the County. Or, the City could consider placing its own measure on the ballot. A joint meeting with the City Council and Board of Supervisors has been scheduled for January 23, 2018 at Jensen Hall, and the discussion will be beneficial to identify public support, and whether it should be a special or general tax. If both a city and county measure passed, then the tax rate for the City would include an additional percentage for the City tax, on top of whatever tax that the County would impose since approximately 60 percent of the sales tax revenue generated in Lassen County is from within the City limit. Mr. Newton added that this situation is not common, however Humboldt County has both a City and County sales tax that is structured this way. The discussion scheduled with the County will also include a discussion regarding medical and adult use cannabis.

Mayor Garnier discussed the likelihood of passing a general tax versus a special tax, and the needs of the police and fire departments. Unfortunately, the City's financial situation is critical and either a tax is passed to generate additional revenue, or the City will have to look at cutting services.

Mr. Newton commented that even with a special tax, the City could utilize the revenue to preserve the existing benefit structure for public safety. There are a lot of strategies and options and needs throughout the City including public works, parks, and reduction in services in any of those departments will resonate with the community if the measure fails.

Councilmember Schuster stated that she was not in support of an additional tax.

Councilmember Wilson commented that he has never voted to support any tax, and he is struggling with the justification for adding a sales tax measure to the ballot.

Mayor pro tem Franco stated that previously when he served on the City Council, they were two very lean periods when the City had to make cuts to services, and accepts that as a Councilmember it is his responsibility to consider every option or solution to the current financial crisis.

Mayor Garnier commented that during that period of time, City staff went six years with no increases.

Councilmember Wilson advised that if the ballot measure is put forth for public safety and then all of the additional revenue goes towards paying the unfunded CalPers liability that it will not go over well with the public that expects something else to be done with additional funding for public safety. The City needs to be very proactive in finding other ways to cut expenses and make it work, even if means to combine departments. Every option should be on the table at this point.

**5 ADJOURNMENT:** Next regular meeting is scheduled for February 7, 2018 at 6:00 p.m.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to adjourn the meeting.

The meeting was adjourned at 12:23 p.m.

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Kathie Garnier, Mayor

Respectfully submitted by

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Gwenna MacDonald, City Clerk

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

Reviewed by:      Interim City Administrator  
     City Attorney

  X   Motion only  
     Public Hearing  
     Resolution  
     Ordinance  
     Information

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

**Action Date:** March 7, 2018

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Vendor and Payroll Warrants

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

**SUMMARY:** Warrants dated January 26, 2018 through February 16, 2018 numbered 200475 through 200563.

**FISCAL IMPACT:** Accounts Payable vendor warrants totaling \$ 477,362.55 plus \$ 101,795.64 in payroll warrants, for a total of \$579,158.19.

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

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

## Report Criteria:

Computed checks included

Manual checks included

Supplemental checks included

Termination checks included

Transmittal checks included

Void checks included

[Report].Check Number = 753-759,200571-200581

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
02/09/2018	CDPT	02/15/2018	753	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 2/9/2	7650-2203-1	6,648.98-
02/09/2018	CDPT	02/15/2018	753	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 2/9/2	7650-2203-1	6,648.98-
02/09/2018	CDPT	02/15/2018	753	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 2/9/2018	7650-2203-1	2,075.05-
02/09/2018	CDPT	02/15/2018	753	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 2/9/2018	7650-2203-1	2,075.05-
02/09/2018	CDPT	02/15/2018	753	CITY OF SUSANVILLE PAYRL T	1	Federal Withholding Tax Pay Peri	7650-2203-1	12,462.70-
02/09/2018	CDPT	02/15/2018	754	EMPLOYMENT DEV. DEPT PI	6	State Withholding Tax Pay Period:	7650-2203-1	4,241.18-
02/09/2018	CDPT	02/15/2018	755	EMPLOYMENT DEV DEPT SDI	7	State Disability Tax Pay Period: 2	7650-2203-1	1,229.14-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	ROUNDING ERROR	1000-421-10-	.01-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Municipal Pay Period: 2/9	7650-2203-1	2,793.44-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Municipal Pay Period: 2/9	7650-2203-1	5,123.84-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Police Pay Period: 2/9/20	7650-2203-1	1,227.43-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Police Pay Period: 2/9/20	7650-2203-1	1,462.41-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Fire Pay Period: 2/9/2018	7650-2203-1	690.90-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Fire Pay Period: 2/9/2018	7650-2203-1	1,541.90-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS Misc Pay and Report Pay	7650-2203-1	68.84-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS Fire Pay and Report Pay P	7650-2203-1	92.63-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	1,750.32-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	1,829.60-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	1,780.02-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	1,855.86-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	766.91-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	799.59-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	Survivor's Benefits Pay Period: 2/	7650-2203-1	13.00-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Municipal Benefit Pay Pe	7650-2203-1	332.60-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Fire Benefit Pay Period:	7650-2203-1	996.91-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS - Police Benefit Pay Period	7650-2203-1	1,227.43-
02/09/2018	CDPT	02/15/2018	756	P.E.R.S.	8	PERS-Modified Pay Period: 2/9/2	7650-2203-1	24.00-
01/26/2018	CDPT	02/15/2018	757	LABORERS TRUST FUNDS	9	Health Insurance Laborers Pay P	1000-421-10-	4,378.00-
01/26/2018	CDPT	02/15/2018	757	LABORERS TRUST FUNDS	9	Health Insurance Laborers Pav P	7650-2203-1	260.50
02/09/2018	CDPT	02/15/2018	757	LABORERS TRUST FUNDS	9	ADJUST PREMIUM FOR	7650-2203-1	2.00
02/09/2018	CDPT	02/15/2018	757	LABORERS TRUST FUNDS	9	Health Insurance Laborers Pay P	7650-2203-1	3,265.50-
02/09/2018	CDPT	02/15/2018	757	LABORERS TRUST FUNDS	9	Health Insurance Laborers Pay P	7650-2203-1	66,537.00-
02/09/2018	CDPT	02/15/2018	757	LABORERS TRUST FUNDS	9		7650-2203-1	4,378.00-
02/09/2018	CDPT	02/15/2018	757	Void			7650-2203-0	
01/26/2018	CDPT	02/15/2018	758	AFLAC	14	AFLAC Pre-Tax Pay Period: 1/26	8403-2239-0	449.85-
01/26/2018	CDPT	02/15/2018	758	AFLAC	14	AFLAC After-Tax Pay Period: 1/2	7650-2203-0	112.71-
02/09/2018	CDPT	02/15/2018	758	AFLAC	14		1000-417-10-	40.30
02/09/2018	CDPT	02/15/2018	758	AFLAC	14		1000-417-10-	15.81
02/09/2018	CDPT	02/15/2018	758	AFLAC	14	AFLAC Pre-Tax Pay Period: 2/9/	8403-2239-0	449.85-
02/09/2018	CDPT	02/15/2018	758	AFLAC	14	AFLAC After-Tax Pay Period: 2/9	7650-2203-0	112.71-
02/09/2018	CDPT	02/15/2018	759	LINCOLN FINANCIAL LIFE INSU	22	Life Insurance Life Insurance Mis	7650-2203-1	145.55-
02/09/2018	CDPT	02/15/2018	759	LINCOLN FINANCIAL LIFE INSU	22	Life Insurance Life Insurance Den	7650-2203-1	133.25-
02/09/2018	CDPT	02/15/2018	200571	CA STATE DISBURSEMENT UNI	37		7650-2203-0	69.23-
01/26/2018	CDPT	02/15/2018	200572	GOLDEN ONE CREDIT UNION	12	SPOA ACCT# 1000103541 Unio	7650-2203-0	520.00-
02/09/2018	CDPT	02/15/2018	200572	GOLDEN ONE CREDIT UNION	12	SPOA ACCT# 1000103541 Unio	7650-2203-0	520.00-
02/09/2018	CDPT	02/15/2018	200573	NATIONWIDE RETIREMENT SO	5	00284077 PebSCO Pay Period: 2/	7650-2203-0	575.00-
02/09/2018	CDPT	02/15/2018	200574	NEVADA STATE TREASURER	44	REM ID 876772300A Garnishme	7650-2203-0	2.00-
01/26/2018	CDPT	02/15/2018	200575	NEW IMAGE RACQUETBALL AN	30	New Image Gym Pay Period: 1/2	7650-2203-0	60.50-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
02/09/2018	CDPT	02/15/2018	200575	NEW IMAGE RACQUETBALL AN	30	New Image Gym Pay Period: 2/9/	7650-2203-0	60.50-
01/26/2018	CDPT	02/15/2018	200576	OPERATING ENGINEERS #3	11	Union Dues Pay Period: 1/26/201	7650-2203-0	734.00-
02/09/2018	CDPT	02/15/2018	200576	OPERATING ENGINEERS #3	11	Union Dues Pay Period: 2/9/2018	7650-2203-0	734.00-
01/26/2018	CDPT	02/15/2018	200577	PRE-PAID LEGAL SERVICES, IN	13	Legal Plan - 1st Period Pay Perio	7650-2203-0	355.94-
02/09/2018	CDPT	02/15/2018	200577	PRE-PAID LEGAL SERVICES, IN	13	ADJUSTMENT FOR	1000-421-10-	42.85
02/09/2018	CDPT	02/15/2018	200577	PRE-PAID LEGAL SERVICES, IN	13	Legal Plan - 2nd Period Pay Peri	7650-2203-0	355.91-
02/09/2018	CDPT	02/15/2018	200578	STATE COLLECTION & DISBUR	43	REM ID 876772300A Child Supp	7650-2203-0	406.15-
01/26/2018	CDPT	02/15/2018	200579	UPEC, LOCAL 792	10	Health - Admin Fee Pav Period: 1	7650-2203-1	46.50-
02/09/2018	CDPT	02/15/2018	200579	UPEC, LOCAL 792	10	}	7650-2203-1	46.50
02/09/2018	CDPT	02/15/2018	200579	UPEC, LOCAL 792	10	Health - Admin Fee Pay Period: 2	7650-2203-1	46.50-
02/09/2018	CDPT	02/15/2018	200579	UPEC, LOCAL 792	10	Health - Admin Fee Pay Period: 2	7650-2203-1	2,139.00-
02/09/2018	CDPT	02/15/2018	200580	VALIC	4	Valic Pay Period: 2/9/2018	7650-2203-0	1,578.08-
02/09/2018	CDPT	02/15/2018	200581	VANTAGEPOINT TRANS. AGEN	3	457 DEFERRED COMPENSATIO	7650-2203-0	150.00-
Grand Totals:			61					138,910.49-

Report Criteria:

- Computed checks included
- Manual checks included
- Supplemental checks included
- Termination checks included
- Transmittal checks included
- Void checks included

[Report].Check Number = 753-759,200571-200581



Report Criteria:

- Computed checks included
- Supplemental checks included
- Termination checks included
- Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
01/26/2018	CDPT	01/31/2018	749	CITY OF SUSANVILLE PA	1	Social Security Pay Period: 1/26/	7650-2203-1	6,330.82-
01/26/2018	CDPT	01/31/2018	749	CITY OF SUSANVILLE PA	1	Social Security Pay Period: 1/26/	7650-2203-1	6,330.82-
01/26/2018	CDPT	01/31/2018	749	CITY OF SUSANVILLE PA	1	Medicare Pay Period: 1/26/2018	7650-2203-1	2,521.70-
01/26/2018	CDPT	01/31/2018	749	CITY OF SUSANVILLE PA	1	Medicare Pay Period: 1/26/2018	7650-2203-1	2,521.70-
01/26/2018	CDPT	01/31/2018	749	CITY OF SUSANVILLE PA	1	Federal Withholding Tax Pay Peri	7650-2203-1	23,450.92-
01/26/2018	CDPT	01/31/2018	750	EMPLOYMENT DEV DEP	7	State Disability Tax Pay Period: 1	7650-2203-1	1,611.55-
01/26/2018	CDPT	01/31/2018	751	EMPLOYMENT DEV. DEP	6	State Withholding Tax Pay Period:	7650-2203-1	8,473.88-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	ROUNDING ERRORS	1000-421-10-	.02
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Municipal Pay Period: 1/2	7650-2203-1	2,793.99-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Municipal Pay Period: 1/2	7650-2203-1	5,086.60-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Police Pay Period: 1/26/2	7650-2203-1	1,246.70-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Police Pay Period: 1/26/2	7650-2203-1	1,876.51-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Fire Pay Period: 1/26/201	7650-2203-1	663.34-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Fire Pay Period: 1/26/201	7650-2203-1	1,509.05-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS Misc Pay and Report Pay	7650-2203-1	68.84-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS Fire Pay and Report Pay P	7650-2203-1	92.63-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS Police Pay and Report Pay	7650-2203-1	51.27-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	1,733.25-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	1,811.76-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	1,806.78-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	1,883.75-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	783.51-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	816.90-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	Survivor's Benefits Pay Period: 1/	7650-2203-1	14.00-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Municipal Benefit Pay Pe	7650-2203-1	332.60-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Fire Benefit Pay Period:	7650-2203-1	969.35-
01/26/2018	CDPT	01/31/2018	752	P.E.R.S.	8	PERS - Police Benefit Pay Period	7650-2203-1	1,425.19-
01/26/2018	CDPT	01/31/2018	200477	CA STATE DISBURSEME	37	Case #2000	7650-2203-0	69.23-
01/26/2018	CDPT	01/31/2018	200478	NATIONWIDE RETIREME	5	00284077 PebSCO Pay Period: 1/	7650-2203-0	575.00-
01/26/2018	CDPT	01/31/2018	200479	NEVADA STATE TREASU	44	REM ID 876772300A Garnishme	7650-2203-0	2.00-
01/26/2018	CDPT	01/31/2018	200480	STATE COLLECTION & DI	43	REM ID 876772300A Child Supp	7650-2203-0	406.15-
01/26/2018	CDPT	01/31/2018	200481	VALIC	4	Valic Pay Period: 1/26/2018	7650-2203-0	1,578.08-
01/26/2018	CDPT	01/31/2018	200482	VANTAGEPOINT TRANS.	3	457 DEFERRED COMPENSATIO	7650-2203-0	150.00-
Grand Totals:								78,987.85-

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
02/18	02/01/2018	200483	792	AMERICAN PUBLIC GAS	2018 APGA MEMBERSHIP DUE	013018	1	7401-430-62-48	DUES AND MEMBERSHIPS	1,368.78	1,368.78
02/18	02/01/2018	200483	792	AMERICAN PUBLIC GAS	2018 APGA MEMBERSHIP DUE	013018	2	7401-1430-105	PRE-PAID OTHER	1,368.78	1,368.78
Total 013018:											
02/18	02/01/2018	200484	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	635821075	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635821075:											
02/18	02/01/2018	200484	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635821076	1	7401-430-62-44	LINEN SERVICES	49.26	49.26
Total 635821076:											
02/18	02/01/2018	200484	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635821077	1	2007-431-20-44	LINEN SERVICE	47.69	47.69
Total 635821077:											
02/18	02/01/2018	200484	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635821078	1	7110-430-42-44	LINEN SERVICE	38.47	38.47
Total 635821078:											
02/18	02/01/2018	200485	927	BAXTER AUTO PARTS IN	SUPPLES-FD	320191956	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	29.55	29.55
Total 320191956:											
02/18	02/01/2018	200486	66	BEAMS MD INC. JAY M	DMV PHYSICAL-WATER	1901A89595	1	7110-430-42-43	PROFESSIONAL SVCS	150.00	150.00
Total 1901A89595:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	398547	1	1000-452-20-46	SUPPLIES-GENERAL	28.90	28.90
Total 398547:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	398526	1	1000-452-20-46	SUPPLIES-GENERAL	10.61	10.61

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 399526:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- WATER	404364	1	7301-430-52-46	SUPPLIES-GENERAL	10.61	10.61
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES-WATER	404364	2	7110-430-42-46	SUPPLIES-GENERAL	72.62	72.62
Total 404364:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	404365	1	1000-452-20-46	SUPPLIES-GENERAL	16.40	16.40
Total 404365:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- WATER	404407	1	7301-430-52-46	SUPPLIES-GENERAL	22.22	22.22
Total 404407:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	404415	1	1000-452-20-46	SUPPLIES-GENERAL	5.22	5.22
Total 404415:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES-FD	404437	1	1000-422-10-46	SUPPLIES-GENERAL	5.18	5.18
Total 404437:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	404467	1	1000-452-20-46	SUPPLIES-GENERAL	5.18	5.18
Total 404467:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	404523	1	1003-452-20-46	SUPPLIES GENERAL	416.39	416.39
Total 404523:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	404549	1	1003-452-20-46	SUPPLIES GENERAL	416.39	416.39
Total 404549:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	404551	1	1003-452-20-46	SUPPLIES GENERAL	32.44	32.44
Total 404551:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	404551	1	1003-452-20-46	SUPPLIES GENERAL	41.04	41.04

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 404551:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- GAS	404634	1	7401-430-62-46	SUPPLIES-GENERAL	41.04	41.04
Total 404634:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- GAS	404653	1	7401-430-62-46	SUPPLIES-GENERAL	3.66	3.66
Total 404653:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES-GC	404683	1	7530-451-52-44	REPAIR & MAINT - BUILDING	9.59	9.59
Total 404683:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- WATER	404692	1	7110-430-42-46	SUPPLIES-GENERAL	13.96	13.96
Total 404692:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES-FD	404825	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	97.36	97.36
Total 404825:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	404858	1	1000-452-20-46	SUPPLIES-GENERAL	115.82	115.82
Total 404858:											
02/18	02/01/2018	200487	76	BILLINGTON ACE HARD	SUPPLIES- WATER	404859	1	7301-430-52-46	SUPPLIES-GENERAL	4.52	4.52
Total 404859:											
02/18	02/01/2018	200488	9237		REFUND GAS DEPOSIT	10320320008	1	7401-2228-000	DEPOSITS-CUSTOMER	104.10	104.10
Total 10320320008:											
02/18	02/01/2018	200489	9142		24 HOUR SHIFT COVERAGE	012318	1	1000-422-10-43	VOLUNTEERS	75.00	75.00
Total 012318:											

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
02/18	02/01/2018	200489	9142		24 HOUR SHIFT	013118	1	1000-422-10-43	VOLUNTEERS	50.00	50.00
Total 013118:											
02/18	02/01/2018	200490	1375	CENTRAL SANITARY SU	SUPPLIES- FD	854318	1	1000-422-10-46	SUPPLIES-JANITORIAL	66.98	66.98
Total 854318:											
02/18	02/01/2018	200491	148	COMPUTER LOGISTICS	EMAIL HOSTING	70031	1	1000-417-10-43	TECHNICAL SVCS	30.00	30.00
Total 70031:											
02/18	02/01/2018	200492	174	DATEMA, STEVEN K.	AIRPORT MANAGER 02/2018	013018	1	7201-430-81-43	TECHNICAL SVCS	1,938.43	1,938.43
Total 013018:											
02/18	02/01/2018	200493	7293	DIG IT CONSTRUCTION	REHAB PROJECT NO SC 15-04	011018	1	2007-2206-000	RETAINAGE PAYABLE	9,904.60	9,904.60
02/18	02/01/2018	200493	7293	DIG IT CONSTRUCTION	REHAB PROJECT SC NO 15-03	011018	2	2007-2206-000	RETAINAGE PAYABLE	8,860.18	8,860.18
Total 011018:											
02/18	02/01/2018	200494	208		REIM HEALTH INSURANCE	012918	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	639.12	639.12
Total 012918:											
02/18	02/01/2018	200495	219	ED STAUB & SONS PETR	109.30 GAL PROPANE -AIRPOR	S42302	1	7201-430-81-46	PROPANE	182.87	182.87
Total S42302:											
02/18	02/01/2018	200496	8769		TR EX RANCHO CORDOVA 27-	013118	1	1000-411-40-45	TRAVEL	93.00	93.00
Total 013118:											
02/18	02/01/2018	200497	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	870104A	1	7110-430-42-43	TECHNICAL SVCS	147.00	147.00
Total 870104A:											
02/18	02/01/2018	200498	265	FRONTIER	257-1056-PW SHOP	1056 012018	1	7620-430-10-45	COMMUNICATIONS	49.67	49.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 1056 012018:											
02/18	02/01/2018	200498	265	FRONTIER	257-1057-FAX PW	1057 012018	1	7620-430-10-45	COMMUNICATIONS	151.79	151.79
Total 1057 012018:											
02/18	02/01/2018	200498	265	FRONTIER	257-5152 FIRE	5152 011018	1	1000-422-10-45	COMMUNICATIONS	504.75	504.75
Total 5152 011018:											
02/18	02/01/2018	200498	265	FRONTIER	257-7236-PW	7236 012018	1	7620-430-10-45	COMMUNICATIONS	202.96	202.96
Total 7236 012018:											
02/18	02/01/2018	200498	265	FRONTIER	257-7237-GAS	7237 012018	1	7620-430-10-45	COMMUNICATIONS	49.16	49.16
Total 7237 012018:											
02/18	02/01/2018	200499	1142	GEARY PACIFIC SUPPLY	SUPPLIES-GAS	3647948	1	7401-430-62-46	SUPPLIES-GENERAL	127.88	127.88
02/18	02/01/2018	200499	1142	GEARY PACIFIC SUPPLY	SUPPLIES	3647948	2	1000-417-10-46	SUPPLIES-GENERAL	94.22	94.22
Total 3647948:											
02/18	02/01/2018	200500	9238		REFUND GAS DEPOSIT	10120650343	1	7401-2228-000	DEPOSITS-CUSTOMER	51.28	51.28
Total 10120650343:											
02/18	02/01/2018	200501	335	J.W. WOOD CO INC	SUPPLIES	S101714	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	52.03	52.03
Total S101714:											
02/18	02/01/2018	200501	335	J.W. WOOD CO INC	SUPPLIES	S102404	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	19.15	19.15
Total S102404:											
02/18	02/01/2018	200501	335	J.W. WOOD CO INC	SUPPLIES-WATER	S102460	1	7110-430-42-46	SUPPLIES-GENERAL	54.01	54.01

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 S102460:											
02/18	02/01/2018	200501	335	J.W. WOOD CO INC	SUPPLIES-WATER	SD102524	1	7112-430-42-46	SUPPLIES GENERAL	17.10	17.10
Total SD102524:											
02/18	02/01/2018	200502	362	KAUFFMAN, BILL	CUSTODIAL SVCS	753138	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 753138:											
02/18	02/01/2018	200502	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	753139	1	7620-430-10-44	CUSTODIAL	250.00	250.00
Total 753139:											
02/18	02/01/2018	200503	389	LASSEN CO AUDITOR	ANIMAL CONTROL THRU 7/17-1	010418	1	1000-421-10-45	ANIMAL CONTROL CONTRACT	27,777.39	27,777.39
02/18	02/01/2018	200503	389	LASSEN CO AUDITOR	DISPATCH SERVICES 7/17-12/1	010418	2	1000-421-10-45	DISPATCH CONTRACT	87,551.39	87,551.39
Total 010418:											
02/18	02/01/2018	200504	397	LASSEN CO FIRE OFFIC	2018 MEMBERSHIPS	012318	1	1000-422-10-48	DUES AND MEMBERSHIPS	60.00	60.00
Total 012318:											
02/18	02/01/2018	200505	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	56594	1	1000-452-20-44	DISPOSAL	81.86	81.86
Total 56594:											
02/18	02/01/2018	200505	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	56614	1	1000-452-20-44	DISPOSAL	44.37	44.37
Total 56614:											
02/18	02/01/2018	200505	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	56907	1	1000-452-20-44	DISPOSAL	60.44	60.44
Total 56907:											
02/18	02/01/2018	200505	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	56949	1	1000-452-20-44	DISPOSAL	34.43	34.43

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 56949:											
02/18	02/01/2018	200506	413	LASSEN TIRE	4 TIRE MOUNTS #75- GAS	49706	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	34.43	34.43
Total 49706:											
02/18	02/01/2018	200507	9239		WOODSTOVE REBATE	013018	1	8404-430-12-48	GRANTS	719.96	719.96
02/18	02/01/2018	200507	9239		WOODSTOVE REBATE	013018	2	8404-430-12-48	GRANTS	106.00	106.00
Total 013018:											
02/18	02/01/2018	200508	437	LMUD	AIRPORT VASI LIGHTS	10108 012318	1	7201-430-81-46	ELECTRICITY	110.81	110.81
Total 10108 012318:											
02/18	02/01/2018	200508	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 012318	1	7530-451-52-46	ELECTRICITY	33.95	33.95
Total 122907 012318:											
02/18	02/01/2018	200508	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 012318	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 122929 012318:											
02/18	02/01/2018	200508	437	LMUD	GOLF COURSE PUMP HOUSE	132052 012318	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 132052 012318:											
02/18	02/01/2018	200508	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 012318	1	7530-451-52-46	ELECTRICITY	153.67	153.67
Total 144281 012318:											
02/18	02/01/2018	200508	437	LMUD	1505 MAIN ST	2876 012318	1	1000-422-10-46	ELECTRICITY	949.86	949.86
Total 2876 012318:											
02/18	02/01/2018	200508	437	LMUD	LITTLE LEAGUE AREA LIGHTS-	3522 012318	1	1000-452-20-46	ELECTRICITY	33.77	33.77



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 3522 012318:											
02/18	02/01/2018	200508	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 012318	1	2007-431-60-46	ELECTRICITY	127.71	127.71
Total 3651 012318:											
02/18	02/01/2018	200508	437	LMUD	MAIN & FAIRFIELD-STREETS	49496 012318	1	2007-431-60-46	ELECTRICITY	146.98	146.98
Total 49496 012318:											
02/18	02/01/2018	200508	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 012318	1	2007-431-60-46	ELECTRICITY	113.22	113.22
Total 49497 012318:											
02/18	02/01/2018	200508	437	LMUD	MAIN & JOHNSTNVLE SIGNALS	49498 013018	1	2007-431-60-46	ELECTRICITY	137.82	137.82
Total 49498 013018:											
02/18	02/01/2018	200508	437	LMUD	RIVERSIDE & MAIN SIGNALS-S	49499 012318	1	2007-431-60-46	ELECTRICITY	224.64	224.64
Total 49499 012318:											
02/18	02/01/2018	200508	437	LMUD	AIRPORT LOT 5	51908 012318	1	7201-430-81-46	ELECTRICITY	90.90	90.90
Total 51908 012318:											
02/18	02/01/2018	200508	437	LMUD	AIRPORT HANGER 6	54333 012318	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 54333 012318:											
02/18	02/01/2018	200508	437	LMUD	925 SIERRA RD SPORTS CTR	60453 012318	1	1000-452-20-46	ELECTRICITY	20.29	20.29
Total 60453 012318:											
02/18	02/01/2018	200508	437	LMUD	AIRPORT OFFICE	7146 012318	1	7201-430-81-46	ELECTRICITY	676.28	676.28
Total 7146 012318:											

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
02/18	02/01/2018	200508	437	LMUD	AIRPORT GAS PUMP	7154 012318	1	7201-430-81-46	ELECTRICITY	28.73	28.73
Total 7154 012318:											
02/18	02/01/2018	200508	437	LMUD	GOLF COURSE CLUB HOUSE	7394 012318	1	7530-451-52-46	ELECTRICITY	45.32	45.32
Total 7394 012318:											
02/18	02/01/2018	200508	437	LMUD	GOLF COURSE CART BARN 2	7400 012318	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 7400 012318:											
02/18	02/01/2018	200508	437	LMUD	WELL #1-WATER	7714 012318	1	7110-430-42-46	ELECTRICITY	138.42	138.42
Total 7714 012318:											
02/18	02/01/2018	200508	437	LMUD	1801 MAIN ST	8314 012318	1	1000-421-10-46	ELECTRICITY	1,048.65	1,048.65
Total 8314 012318:											
02/18	02/01/2018	200508	437	LMUD	GOLF COURSE BARN 1 & 3	9312 012318	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 9312 012318:											
02/18	02/01/2018	200509	1508	MAIN STREET LUBE	OIL & FILTER- PD	13321	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	224.18	224.18
Total 13321:											
02/18	02/01/2018	200510	467	METER VALVE & CONTR	SUPPLIES- GAS	13126	1	7401-430-62-46	SUPPLIES-GENERAL	235.69	235.69
Total 13126:											
02/18	02/01/2018	200511	480	MINERS & PISANI INC	GAS METER	26336	1	7401-430-62-47	MACHINERY & EQUIPMENT	1,873.27	1,873.27
Total 26336:											
02/18	02/01/2018	200512	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2494318	1	1000-452-20-46	SUPPLIES-GENERAL	6.43	6.43
Total 2494318:											

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 2494318:											
02/18	02/01/2018	200512	546	PAYLESS BUILDING SUP	SUPPLIES- L.L FLOOD	294427	1	1003-452-20-46	SUPPLIES GENERAL	201.18	201.18
Total 294427:											
02/18	02/01/2018	200513	1190	PREMIER SAFETY	SENSOR-FD	02018052	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	392.91	392.91
Total 02018052:											
02/18	02/01/2018	200514	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	4097375	1	1000-422-10-46	SUPPLIES-GENERAL	54.89	54.89
Total 4097375:											
02/18	02/01/2018	200514	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	4134311	1	1000-422-10-46	SUPPLIES-GENERAL	49.42	49.42
Total 4134311:											
02/18	02/01/2018	200515	1040	R & R PRODUCTS INC	SUPPLIES- GC	CD2194680	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	295.15	295.15
Total CD2194680:											
02/18	02/01/2018	200516	582	RAY MORGAN CO INC	BASE RATE CHARGE-FIRE	1918901	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	32.09	32.09
Total 1918901:											
02/18	02/01/2018	200517	1296	RENTAL GUYS	LOADER RENTAL- L.L FLOOD	644319-5	1	1003-452-20-44	REPAIR AND MAINTENANCE MI	887.09	887.09
Total 644319-5:											
02/18	02/01/2018	200518	1368	SCHMIDT EQUIP. REPAI	REPAIR & MAINT #237- STREET	3072	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3,690.50	3,690.50
Total 3072:											
02/18	02/01/2018	200518	1368	SCHMIDT EQUIP. REPAI	RPR & MAINT UNIT #345- STRE	3074	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3,087.15	3,087.15
Total 3074:											

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
02/18	02/01/2018	200519	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	49164	1	7620-430-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 49164:											
02/18	02/01/2018	200519	1076	SIERRA COFFEE AND BE	BOTTLED WATER	49180	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 49180:											
02/18	02/01/2018	200520	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3127	1	7401-430-62-46	SUPPLIES-GENERAL	264.37	264.37
02/18	02/01/2018	200520	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3127	2	7110-430-42-46	SUPPLIES-GENERAL	264.37	264.37
Total 3127:											
02/18	02/01/2018	200521	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67184352	1	7110-430-42-46	SUPPLIES-GENERAL	59.14	59.14
Total 67184352:											
02/18	02/01/2018	200521	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67290932	1	7112-430-42-46	SUPPLIES GENERAL	123.20	123.20
02/18	02/01/2018	200521	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67290932	2	7112-430-42-46	SUPPLIES GENERAL	568.51	568.51
Total 67290932:											
02/18	02/01/2018	200521	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67304448	1	7110-430-42-46	SUPPLIES-GENERAL	233.20	233.20
Total 67304448:											
02/18	02/01/2018	200521	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67305685	1	7110-430-42-44	REPAIR AND MAINTENANCE-F	100.68	100.68
Total 67305685:											
02/18	02/01/2018	200521	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67306979	1	7401-430-62-46	SUPPLIES-GENERAL	237.02	237.02
Total 67306979:											
02/18	02/01/2018	200522	1378	ZITO MEDIA	CABLE- FD	356-225062 012718	1	1000-422-10-45	COMMUNICATIONS	14.70	14.70
Total 356-225062 012718:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
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Grand Totals:

162,442.36    162,442.36

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
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	SUPPLIES-GAS	404867	1	7401-430-62-46	SUPPLIES-GENERAL	5.46	5.46
Total 404867:											
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	SUPPLIES-GAS	404868	1	7401-430-62-46	SUPPLIES-GENERAL	3.26	3.26
Total 404868:											
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	SUPPLIES-PD	404875	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	29.30	29.30
Total 404875:											
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	404911	1	2007-431-20-46	SUPPLIES-GENERAL	14.36	14.36
Total 404911:											
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	SUPPLIES-PD	404947	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	87.91	87.91
Total 404947:											
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	CREDIT SUPPLIES-PD	404948	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	43.96	43.96
Total 404948:											
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	SUPPLIES-GAS	405004	1	7401-430-62-46	SUPPLIES-GENERAL	28.25	28.25
Total 405004:											
02/18	02/08/2018	200523	76	BILLINGTON ACE HARD	SUPPLIES-GAS	405050	1	7401-430-62-46	SUPPLIES-GENERAL	16.76	16.76
Total 405050:											
02/18	02/08/2018	200524	8591	REIM PH-EMSA TRAINING	REIM PH-EMSA TRAINING	020718	1	1000-422-10-43	PROFESSIONAL SVCS	62.00	62.00

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 020718:											
02/18	02/08/2018	200525	1307	C&S WASTE SOLUTIONS	110 NORTH ST	SVL110NORTHST 020118	1	1000-452-20-44	DISPOSAL	62.00	62.00
Total SVL110NORTHST 020118:											
02/18	02/08/2018	200525	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SVL1505MAINST 020118	1	1000-422-10-44	DISPOSAL	172.48	172.48
Total SVL1505MAINST 020118:											
02/18	02/08/2018	200525	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 020118	1	1000-417-10-44	DISPOSAL	172.48	172.48
Total SVL2 020118:											
02/18	02/08/2018	200525	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	SVL470895CIR 020118	1	7530-451-52-44	DISPOSAL	207.59	207.59
Total SVL470895CIR 020118:											
02/18	02/08/2018	200525	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 020118	1	1000-452-20-44	DISPOSAL	207.59	207.59
Total SVL5 020118:											
02/18	02/08/2018	200525	1307	C&S WASTE SOLUTIONS	RIVER ST	SVLRIVERST 020118	1	1000-452-20-44	DISPOSAL	335.33	335.33
Total SVLRIVERST 020118:											
02/18	02/08/2018	200526	116	CASHMAN EQUIPMENT	SPRING KIT- GAS	2714236	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	195.33	195.33
02/18	02/08/2018	200526	116	CASHMAN EQUIPMENT	SPRING KIT- GAS	2714236	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	22.28	22.28
02/18	02/08/2018	200526	116	CASHMAN EQUIPMENT	SPRING KIT- STREETS	2714236	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	22.26	22.26
02/18	02/08/2018	200526	116	CASHMAN EQUIPMENT	SPRING KIT- WATER	2714236	4	7110-430-42-44	REPAIR AND MAINTENANCE-V	22.26	22.26
Total 2714236:											
02/18	02/08/2018	200527	9245		REFUND WATER DEPOSIT	10432050004	1	7110-2228-000	DEPOSITS-CUSTOMER	18.35	18.35
Total 10432050004:											
02/18	02/08/2018	200528	148	COMPUTER LOGISTICS	MONTHLY SERVICES 25 HOUR	70878	3	1000-417-10-43	TECHNICAL SVCS	220.00	220.00

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 70878:											
02/18	02/08/2018	200528	148	COMPUTER LOGISTICS	ANTI-VIRUS BARRACUSA 300	70887	1	1000-417-10-43	TECHNICAL SVCS	100.00	100.00
02/18	02/08/2018	200528	148	COMPUTER LOGISTICS	ANTI-VIRUS BARRACUSA 300	70887	2	1000-417-10-43	TECHNICAL SVCS	200.00	200.00
02/18	02/08/2018	200528	148	COMPUTER LOGISTICS	MONTHLY SERVICES 25 HOUR	70887	3	1000-417-10-43	TECHNICAL SVCS	880.00	880.00
Total 70887:											
02/18	02/08/2018	200529	152	COUSO TECHNOLOGY &	WEBSITE MAINT	542827	1	1000-417-10-43	TECHNICAL SVCS	340.00	340.00
Total 542827:											
02/18	02/08/2018	200530	161	CSK AUTO INC	SUPPLIES-FD	2740-111208	1	1000-422-10-46	SUPPLIES-GENERAL	5.35	5.35
Total 2740-111208:											
02/18	02/08/2018	200531	1261	DIAMOND TRUCK AND A	REPAIR & MAINT F150-FD	4134	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	210.07	210.07
Total 4134:											
02/18	02/08/2018	200532	219	ED STAUB & SONS PETR	213.30 GAL PROPANE- GC	S43017	1	7530-451-52-46	PROPANE	356.87	356.87
Total S43017:											
02/18	02/08/2018	200533	1484	EDGES ELECTRICAL GR	SUPPLIES- PD	S4224112.001	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	155.47	155.47
Total S4224112.001:											
02/18	02/08/2018	200534	241	FEATHER PUBLISHING C	EMPLOYMENT AD POOL DIREC	1383811	1	1000-452-23-45	ADVERTISING	130.00	130.00
Total 1383811:											
02/18	02/08/2018	200534	241	FEATHER PUBLISHING C	YELLOW PAGES ADVERTISEM	146110	1	7530-451-52-45	ADVERTISING	55.00	55.00
Total 146110:											
02/18	02/08/2018	200535	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	779860A	1	7110-430-42-43	TECHNICAL SVCS	598.00	598.00



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 779860A:											
02/18	02/08/2018	200535	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	870127A	1	7110-430-42-43	TECHNICAL SVCS	598.00	598.00
Total 870127A:											
02/18	02/08/2018	200535	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	870503A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 870503A:											
02/18	02/08/2018	200535	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	870504A	1	7112-430-42-43	TECHNICAL SERVICES	28.00	28.00
Total 870504A:											
02/18	02/08/2018	200536	265	FRONTIER	257-2520 GOLF COURSE	2520 020118	1	7530-451-52-45	COMMUNICATIONS	316.95	316.95
Total 2520 020118:											
02/18	02/08/2018	200537	1148	GREATAMERICA FINANC	COPIER LEASE-PW	22050768	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	363.93	363.93
Total 22050768:											
02/18	02/08/2018	200538	288		REIMBURSE HEALTH INS	020718	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	81.64	81.64
Total 020718:											
02/18	02/08/2018	200539	338	JACKSON'S SERVICE CE	FUEL- GAS	120517	1	7401-430-62-46	GASOLINE	82.09	82.09
Total 120517:											
02/18	02/08/2018	200539	338	JACKSON'S SERVICE CE	FUEL- GAS	121217	1	7401-430-62-46	GASOLINE	75.34	75.34
Total 121217:											
02/18	02/08/2018	200540	911	JOHNSTONE SUPPLY	SUPPLIES-GAS	415-S2264543.001	1	7401-430-62-46	SUPPLIES-GENERAL	1,268.66	1,268.66
Total 415-S2264543.001:											

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
02/18	02/08/2018	200540	911	JOHNSTONE SUPPLY	SWITCH- GAS	415-S22646385.001	1	7401-430-62-46	SUPPLIES-GENERAL	56.83	56.83
Total 415-S22646385.001:											
02/18	02/08/2018	200540	911	JOHNSTONE SUPPLY	THERMOSTAT-GAS	415-S2265138.001	1	7401-430-62-46	SUPPLIES-GENERAL	20.79	20.79
Total 415-S2265138.001:											
02/18	02/08/2018	200541	9243		REFUND GAS DEPOSIT	10114040014	1	7401-2228-000	DEPOSITS-CUSTOMER	140.84	140.84
Total 10114040014:											
02/18	02/08/2018	200542	1102	LASSEN PC	BACKUP LICENSE-FIRE	21436	1	1000-422-10-43	TECHNICAL SVCS	53.99	53.99
Total 21436:											
02/18	02/08/2018	200543	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	56949	1	1000-452-20-44	DISPOSAL	10.00	10.00
Total 56949:											
02/18	02/08/2018	200544	413	LASSEN TIRE	2 TIRES #62-FD	49715	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	1,013.44	1,013.44
Total 49715:											
02/18	02/08/2018	200545	413	SUSANVILLE TOWING	2 TIRES MOUNTS #345- STREE	49715 S.T	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1,043.99	1,043.99
Total 49715 S.T:											
02/18	02/08/2018	200546	432	LEXIS NEXIS	CONTRACT 1/18	3091323482	1	1000-412-10-48	DUES AND MEMBERSHIPS	221.00	221.00
Total 3091323482:											
02/18	02/08/2018	200547	437	LMUD	SOUTH ST - PW OFFICE	14590 012918	1	7620-430-10-46	ELECTRICITY	548.30	548.30
Total 14590 012918:											
02/18	02/08/2018	200547	437	LMUD	SOUTH ST ROOSEVELT AREA	1744 012918	1	1000-452-20-46	ELECTRICITY	8.44	8.44

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 1744 012918:											
02/18	02/08/2018	200547	437	LMUD	RIVERSIDE PARK	1999 012918	1	1000-452-20-46	ELECTRICITY	34.40	34.40
Total 1999 012918:											
02/18	02/08/2018	200547	437	LMUD	CADY SPRINGS	26784	1	7110-430-42-46	ELECTRICITY	34.40	34.40
Total 26784:											
02/18	02/08/2018	200547	437	LMUD	RICHMOND RD BRIDGE	35094 012918	1	2007-431-60-46	ELECTRICITY	244.23	244.23
Total 35094 012918:											
02/18	02/08/2018	200547	437	LMUD	720 SOUTH EMULSION TANK-P	38646 012918	1	7620-430-10-46	ELECTRICITY	87.27	87.27
Total 38646 012918:											
02/18	02/08/2018	200547	437	LMUD	SPRING RIDGE BOOSTER-WAT	55754 012918	1	7110-430-42-46	ELECTRICITY	235.32	235.32
Total 55754 012918:											
02/18	02/08/2018	200547	437	LMUD	RIVERSIDE PARK LIGHTS	9501 012918	1	1000-452-20-46	ELECTRICITY	63.16	63.16
Total 9501 012918:											
02/18	02/08/2018	200547	437	LMUD	GEO PUMP #2	9503 012918	1	7301-430-52-46	ELECTRICITY	64.32	64.32
Total 9503 012918:											
02/18	02/08/2018	200547	437	LMUD	HOSPITAL LN-GEO	9963 012918	1	7301-430-52-46	ELECTRICITY	21.16	21.16
Total 9963 012918:											
02/18	02/08/2018	200548	452	MARTIN SECURITY SYST	720 SOUTH ST SECURITY-PW	035963	1	7620-430-10-43	TECHNICAL SVCS	65.00	65.00
Total 1035963:											

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
02/18	02/08/2018	200548	452	MARTIN SECURITY SYST	470-895 CIRCLE DR PROSHOP	035974	1	7530-451-52-43	TECHNICAL SERVICES	40.00	40.00
Total 035974:											
02/18	02/08/2018	200548	452	MARTIN SECURITY SYST	115 WEATHERLOW SECURITY	036041	1	1000-451-80-43	TECHNICAL SVCS	119.00	119.00
Total 036041:											
02/18	02/08/2018	200548	452	MARTIN SECURITY SYST	60 N LASSEN SECURITY	036123	1	1000-417-10-43	TECHNICAL SVCS	83.00	83.00
Total 036123:											
02/18	02/08/2018	200549	9242		REFUND GAS DEPOSIT	10120651131	1	7401-2228-000	DEPOSITS-CUSTOMER	111.26	111.26
Total 10120651131:											
02/18	02/08/2018	200550	7872		24 HOUR SHIFT	013118	1	1000-422-10-43	VOLUNTEERS	25.00	25.00
Total 013118:											
02/18	02/08/2018	200551	7259		REFUND WATER DEPOSIT	10310460009	1	7110-2228-000	DEPOSITS-CUSTOMER	61.87	61.87
Total 10310460009:											
02/18	02/08/2018	200552	532	OLD DOMINION BRUSH	SUPPLIES- STREETS	0115059	1	2007-431-20-46	SUPPLIES-GENERAL	1,916.24	1,916.24
Total 0115059:											
02/18	02/08/2018	200553	548	PEE WEE ENTERPRISES	TRANSFER-PARKS	18012901	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	1,000.00	1,000.00
Total 18012901:											
02/18	02/08/2018	200554	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 2/	58020 013118	1	1000-417-10-45	COMMUNICATIONS	840.00	840.00
Total 58020 013118:											
02/18	02/08/2018	200555	582	RAY MORGAN CO INC	FINANCE CHARGES	1658390..	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	.16	.16

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 1658390.00:											
02/18	02/08/2018	200555	582	RAY MORGAN CO INC	FINANCE CHARGES	1666817...	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	.88	.88
Total 1666817.00:											
02/18	02/08/2018	200556	9240		WOODSTOVE REBATE	012918	1	8404-430-12-48	GRANTS	1,486.23	1,486.23
Total 012918:											
02/18	02/08/2018	200557	1368	SCHMIDT EQUIP. REPAI	REPAIRS ON SANDER UNIT #23	3097	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3,108.42	3,108.42
Total 3097:											
02/18	02/08/2018	200558	883	SILVER STATE INTERNA	CREDIT- FD	CM SP442033	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	55.54	55.54
Total CM SP442033:											
02/18	02/08/2018	200558	883	SILVER STATE INTERNA	FILTERS-FD	SP449016	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	198.18	198.18
Total SP449016:											
02/18	02/08/2018	200559	696	TECH SERVICES	MONTHLY MAINT. FEE TO ASS	1739	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1739:											
02/18	02/08/2018	200560	712	TNS TRUCKING CO	DE-ICING- PARKS	3125	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	268.13	268.13
Total 3125:											
02/18	02/08/2018	200279	728	U S POSTMASTER	UB BILLING GAS	010918.	1	7401-430-62-46	POSTAGE	113.55	113.55
02/18	02/08/2018	200279	728	U S POSTMASTER	UB BILLING WATER	010918.	2	7110-430-42-46	POSTAGE	220.42	220.42
Total 010918:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 3/17	INV113709	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 INV113709:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 4/17	INV147116	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV147116:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 5/17	INV180509	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV180509:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 6/17	INV222067	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV222067:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 7/17	INV259340	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV259340:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 8/17	INV299736	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV299736:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 9/17	INV340940	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV340940:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 10/17	INV385493	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV385493:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 1/17	INV40109	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV40109:											
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 11/17	INV427655	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV427655:											

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
02/18	02/08/2018	200561	1398	WAGE WORKS INC	MONTHLY ADMIN FEE 2/17	INV74738	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total INV74738:											
02/18	02/08/2018	200562	9182		WOODSTOVE REBATE	120517	1	8404-430-12-48	GRANTS	1,461.08	1,461.08
Total 120517:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67298112	1	7401-430-62-46	SUPPLIES-GENERAL	241.53	241.53
Total 67298112:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67300397	1	7401-430-62-46	SUPPLIES-GENERAL	70.13	70.13
Total 67300397:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67309633	1	7110-430-42-46	SUPPLIES-GENERAL	120.44	120.44
Total 67309633:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67312378	1	7110-430-42-46	SUPPLIES-GENERAL	5.98	5.98
Total 67312378:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67312413	1	7110-430-42-46	SUPPLIES-GENERAL	9.05	9.05
Total 67312413:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67315686	1	7401-430-62-46	SUPPLIES-GENERAL	64.47	64.47
Total 67315686:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67315919	1	7110-430-42-46	SUPPLIES-GENERAL	106.65	106.65
Total 67315919:											
02/18	02/08/2018	200563	770	WESTERN NEVADA SUP	CREDIT- WATER	CM67313701	1	7301-430-52-46	SUPPLIES-GENERAL	158.37	158.37

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 CM67313701:											
										158.37-	158.37-
Grand Totals:										24,614.64	24,614.64

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	
01/18	01/31/2018	200476	728	U S POSTMASTER	UB BILLING GAS	013118	1	7401-430-62-46	POSTAGE	270.43	270.43	
01/18	01/31/2018	200476	728	U S POSTMASTER	UB BILLING WATER	013118	2	7110-430-42-46	POSTAGE	524.97	524.97	
Total 013118:											795.40	795.40
Grand Totals:											795.40	795.40

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	
02/18	02/09/2018	200565	728	U S POSTMASTER	UB BILLING GAS	020918	1	7401-430-62-46	POSTAGE	97.75	97.75	
02/18	02/09/2018	200565	728	U S POSTMASTER	UB BILLING WATER	020918	2	7110-430-42-46	POSTAGE	189.75	189.75	
Total 020918:											287.50	287.50
Grand Totals:											287.50	287.50

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	
02/18	02/20/2018	200643	131	CHICAGO TITLE COMPA	PARCEL PURCHASE	022018	1	1000-417-10-48	TAXES, FEES, PERMITS & CHA	500.00	500.00	
Total 022018:											500.00	500.00
Grand Totals:											500.00	500.00

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
02/18	02/16/2018	200586	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9951241950	1	7401-430-62-46	SUPPLIES-GENERAL	49.60	49.60
02/18	02/16/2018	200586	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9951241950	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	102.49	102.49
02/18	02/16/2018	200586	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9951241950	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	79.56	79.56
02/18	02/16/2018	200586	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9951241950	4	7110-430-42-46	SUPPLIES-GENERAL	58.42	58.42
02/18	02/16/2018	200586	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9951241950	5	7110-430-42-44	REPAIR AND MAINTENANCE-V	136.22	136.22
Total 9951241950:											
02/18	02/16/2018	200587	41	AMSTERDAM PRINTING	EMPLOMENT APPLICATION	5898949	1	1000-416-10-46	SUPPLIES-GENERAL	292.63	292.63
Total 5898949:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	635835392	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635835392:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635835393	1	7401-430-62-44	LINEN SERVICES	59.25	59.25
Total 635835393:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635835394	1	2007-431-20-44	LINEN SERVICE	47.69	47.69
Total 635835394:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635835395	1	7110-430-42-44	LINEN SERVICE	38.47	38.47
Total 635835395:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635849510	1	7401-430-62-44	LINEN SERVICES	49.26	49.26
Total 635849510:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635849511	1	2007-431-20-44	LINEN SERVICE	47.69	47.69

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 635849511:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635849512	1	7110-430-42-44	LINEN SERVICE	38.47	38.47
Total 635849512:											
02/18	02/16/2018	200588	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	6358749509	1	7620-430-10-44	LINEN SERVICE	112.75	112.75
Total 6358749509:											
02/18	02/16/2018	200589	1070	AT&T MOBILITY	WIRELESS PHONES-PD	287277908661X0128201	1	1000-421-10-45	COMMUNICATIONS	274.50	274.50
Total 287277908661X0128201:											
02/18	02/16/2018	200590	9247		REFUND GAS OVERPAYMENT	10219300330	1	9999-1001-001	CASH CLEARING - UTILITIES	14.17	14.17
Total 10219300330:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	REPAIR & MAINT-WATER	1113 012518	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	170.62	170.62
02/18	02/16/2018	200591	884	BANK OF AMERICA	REPAIR & MAINT-WATER	1113 012518	2	7110-430-42-44	REPAIR AND MAINTENANCE-F	675.00	675.00
Total 1113 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	SAFETY SUPPLIES-PD	1885 012518	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	577.26	577.26
02/18	02/16/2018	200591	884	BANK OF AMERICA	FUEL-PD	1885 012518	2	1000-421-10-46	GASOLINE	23.30	23.30
Total 1885 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	2754 012518	1	1000-421-10-45	INVESTIGATIVE FUNDS	51.45	51.45
02/18	02/16/2018	200591	884	BANK OF AMERICA	LOCKSMITH-PD	2754 012518	2	1000-421-10-45	LOCKSMITHING SERVICES	170.42	170.42
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES-PD	2754 012518	3	1000-421-10-46	SUPPLIES-GENERAL	48.97	48.97
02/18	02/16/2018	200591	884	BANK OF AMERICA	POSTAGE-PD	2754 012518	4	1000-421-10-46	POSTAGE	36.85	36.85
02/18	02/16/2018	200591	884	BANK OF AMERICA	REIMBURSEMENT-PD	2754 012518	5	1000-421-10-34	REIMBURSEMENTS	45.50	45.50
Total 2754 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	BOOKS & PERIODICALS-PD	2896 012518	1	1000-421-10-46	BOOKS AND PERIODICALS	230.22	230.22
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES-PD	2896 012518	2	1000-421-10-46	SUPPLIES-GENERAL	32.52	32.52

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
02/18	02/16/2018	200591	884	BANK OF AMERICA	TRAINING SUPPLIES- PD	2896 012518	3	1000-421-10-45	TRAINING	602.76	602.76
Total 2896 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	ADVERTISING	4028 012518	1	1000-416-10-45	ADVERTISING	155.00	155.00
02/18	02/16/2018	200591	884	BANK OF AMERICA	CITY HALL PHONES	4028 012518	2	1000-417-10-45	COMMUNICATIONS	553.80	553.80
Total 4028 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	SAFETY SUPPLIES-FD	4119 012518	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	1,091.59	1,091.59
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES-FD	4119 012518	2	1000-422-10-46	SUPPLIES-GENERAL	99.56	99.56
02/18	02/16/2018	200591	884	BANK OF AMERICA	PRINTING & BINDING-FD	4119 012518	3	1000-425-20-45	PRINTING AND BINDING	36.04	36.04
02/18	02/16/2018	200591	884	BANK OF AMERICA	POSTAGE-FD	4119 012518	4	1000-422-10-46	POSTAGE	53.80	53.80
Total 4119 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	TR EX ANAHEIM	4728 012518	1	1000-424-20-45	TRAVEL	644.92	644.92
02/18	02/16/2018	200591	884	BANK OF AMERICA	TR EX ANAHEIM	4728 012518	2	1000-424-20-45	TRAVEL	181.45	181.45
02/18	02/16/2018	200591	884	BANK OF AMERICA	DUES & MEMBERSHIP	4728 012518	3	1000-424-20-48	DUES AND MEMBERSHIPS	209.00	209.00
02/18	02/16/2018	200591	884	BANK OF AMERICA	TRAVEL EXPENSE	4728 012518	4	1000-419-10-45	TRAVEL	225.00	225.00
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES	4728 012518	5	1000-419-10-46	SUPPLIES-GENERAL	130.29	130.29
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES-PARK	4728 012518	6	1000-424-20-46	SUPPLIES-GENERAL	130.29	130.29
Total 4728 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	DUES & MEMBERSHIP-PD	5203 012518	1	7620-430-11-48	DUES AND MEMBERSHIPS	45.90	45.90
02/18	02/16/2018	200591	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	5203 012518	2	7620-430-10-45	TRAVEL	822.20	822.20
Total 5203 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	FEES AND MEMBERSHIPS	6579 012518	1	1000-415-10-48	TAXES, FEES, PERMITS & CHA	160.00	160.00
02/18	02/16/2018	200591	884	BANK OF AMERICA	TRAVEL EXPENSE	6579 012518	2	1000-411-40-45	TRAVEL	55.00	55.00
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES	6579 012518	3	1000-417-10-46	SUPPLIES-GENERAL	60.72	60.72
02/18	02/16/2018	200591	884	BANK OF AMERICA	RECORDING FEES	6579 012518	4	1000-452-20-34	REIMBURSEMENTS	87.95	87.95
02/18	02/16/2018	200591	884	BANK OF AMERICA	REPAIR & MAINT	6579 012518	5	1000-452-21-44	FACILITY - REPAIR & MAINTEN	64.16	64.16
02/18	02/16/2018	200591	884	BANK OF AMERICA	TECHNICAL SERVICES	6579 012518	6	1000-417-10-43	TECHNICAL SVCS	267.40	267.40
Total 6579 012518:											
										695.23	695.23

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
02/18	02/16/2018	200591	884	BANK OF AMERICA	WEB SUPPORT-PW	7045 012518	1	7620-430-10-47	SOFTWARE	166.70	166.70
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES-PW	7045 012518	2	7620-430-10-46	SUPPLIES-GENERAL	83.47	83.47
02/18	02/16/2018	200591	884	BANK OF AMERICA	WEB BUILDER-PW	7045 012518	3	7620-430-10-48	DUES AND MEMBERSHIPS	24.90	24.90
Total 7045 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	SUPPLIES-GAS	7575 012518	1	7401-430-62-46	SUPPLIES-GENERAL	88.00	88.00
Total 7575 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	SPECIAL OPS-PD	8955 012518	1	1000-421-10-48	SPECIAL OPERATIONS	118.07	118.07
Total 8955 012518:											
02/18	02/16/2018	200591	884	BANK OF AMERICA	TRAINING-PD	9536 012518	1	1000-421-10-45	TRAINING	750.00	750.00
Total 9536 012518:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	405376	1	2007-431-20-46	SUPPLIES-GENERAL	11.11	11.11
Total 405376:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-GAS	405438	1	7401-430-62-46	SUPPLIES-GENERAL	192.48	192.48
Total 405438:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-WATER	405444	1	7110-430-42-46	SUPPLIES-GENERAL	9.63	9.63
Total 405444:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-GAS	405469	1	7401-430-62-46	SUPPLIES-GENERAL	10.61	10.61
Total 405469:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-WATER	405485	1	7110-430-42-46	SUPPLIES-GENERAL	3.66	3.66
Total 405485:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	405597	1	2007-431-20-46	SUPPLIES-GENERAL	21.79	21.79

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 405597:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	405608	1	2007-431-20-46	SUPPLIES-GENERAL	16.40	16.40
Total 405608:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	405644	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.78	5.78
Total 405644:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-WATER	405658	1	7110-430-42-46	SUPPLIES-GENERAL	9.78	9.78
Total 405658:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-WATER	405662	1	7110-430-42-44	REPAIR AND MAINTENANCE-F	19.08	19.08
Total 405662:											
02/18	02/16/2018	200592	76	BILLINGTON ACE HARD	SUPPLIES-WATER	405700	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	65.93	65.93
Total 405700:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLC600MAINST 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 020118	1	2007-431-20-44	DISPOSAL	20.41	20.41
Total PLCBOFA 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLERDNT 02011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCBUEHLERDNT 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DJAMO	PLCDIAMONDMTN 02011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCDIAMONDMTN 020118:											



Check Register - Payments by Vendor  
Check Issue Dates: 2/16/2018 - 2/16/2018

CITY OF SUSANVILLE

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
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCELKSLODGE 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTMILL 020118	1	2007-431-20-44	DISPOSAL	20.41	20.41
Total PLCFROSTMILL 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 02011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCGROCERYOUT 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCHAIRHUNTER 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBULD 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCKNOCHBULD 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCLITTLEITAL 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCLVCHARTR 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSENPR 02011	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCMTLASSENPR 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCOHOTELLSN1 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCOHOTELLSN1 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERAPL 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total PLCPANCERAPL 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERPL 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCPANCERPL 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCSIERRAJWLR 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHR 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCSIERRATHR 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCSVILLEREAL 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPARK 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCUPTOWNPARK 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCUSPOSTAL 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCVETSMEMOR 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 020118	1	2007-431-20-44	DISPOSAL	40.67	40.67
Total PLCWALMARTBUS 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 020118	1	7620-430-10-44	DISPOSAL	172.48	172.48
Total SVL15 020118:											

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
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 020118	1	1000-421-10-44	DISPOSAL	103.80	103.80
Total SVL7 020118:											
02/18	02/16/2018	200593	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 020118	1	7620-430-10-44	DISPOSAL	172.48	172.48
Total SVL8 020118:											
02/18	02/16/2018	200594	98	CALIFORNIA ASSOCIATI	ANNUAL LTD PREMIUM 10/18	SUSFF20172911114539	1	7630-411-40-45	INSUR.FIRE SALARY PROTECTI	269.50	269.50
Total SUSFF20172911114539:											
02/18	02/16/2018	200595	9142		24 HOUR SHIFT COVERAGE	020818	1	1000-422-10-43	VOLUNTEERS	25.00	25.00
Total 020818:											
02/18	02/16/2018	200596	148	COMPUTER LOGISTICS	ANTI-VIRUS BARRACUSA 300	70878	1	1000-417-10-43	TECHNICAL SVCS	200.00	200.00
02/18	02/16/2018	200596	148	COMPUTER LOGISTICS	MONTHLY SERVICES 25 HOUR	70878	2	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 70878:											
02/18	02/16/2018	200596	148	COMPUTER LOGISTICS	ANTI-VIRUS BARRACUSA 300	70887	1	1000-417-10-43	TECHNICAL SVCS	100.00	100.00
Total 70887:											
02/18	02/16/2018	200597	161	CSK AUTO INC	SUPPLIES-PW	2740-106317	1	7620-430-10-46	SUPPLIES-GENERAL	6.42	6.42
Total 2740-106317:											
02/18	02/16/2018	200597	161	CSK AUTO INC	PARTS-STREETS	2740-106331	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	40.96	40.96
Total 2740-106331:											
02/18	02/16/2018	200597	161	CSK AUTO INC	PARTS-WATER	2740-107607	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	363.05	363.05
Total 2740-107607:											
02/18	02/16/2018	200598	173	DATCO SERVICES	SUBSTANCE TEST	33735867	1	1000-416-10-43	TECHNICAL SVCS	156.00	156.00

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 33735867:											
02/18	02/16/2018	200599	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS, FBI	283118	1	1000-2205-005	LIVE SCAN STATE OF CALIFOR	156.00	156.00
Total 283118:											
02/18	02/16/2018	200601	1260	DIRECTV INC	CABLE-PD	33439365077	1	1000-421-10-45	COMMUNICATIONS	66.00	66.00
Total 33439365077:											
02/18	02/16/2018	200602	9248	DOLEY ENTERPRISES IN	AMMO- PD	54885	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	1,373.83	1,373.83
Total 54885:											
02/18	02/16/2018	200603	219	ED STAUB & SONS PETR	107.80 GAL PROPANE- GC	S42816	1	7530-451-52-46	PROPANE	180.36	180.36
Total S42816:											
02/18	02/16/2018	200604	1484	EDGES ELECTRICAL GR	SERVICE CHARGES- PW	S4281401.001	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	5.00	5.00
Total S4281401.001:											
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	EMPLOYMENT AD CITY ADMINI	1390761	1	1000-416-10-45	ADVERTISING	154.80	154.80
Total 1390761:											
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	EMPLOYMENT AD CITY ADMINI	1392364	1	1000-416-10-45	ADVERTISING	154.80	154.80
Total 1392364:											
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	EMPLOYMENT AD CITY ADMINI	1394057	1	1000-416-10-45	ADVERTISING	154.80	154.80
Total 1394057:											
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	EMPLOYMENT AD CITY ADMINI	1395839	1	1000-416-10-45	ADVERTISING	154.80	154.80
Total 1395839:											

Check Register - Payments by Vendor  
Check Issue Dates: 2/16/2018 - 2/16/2018

CITY OF SUSANVILLE

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
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	EMPLOYMENT AD GOLF COUR	1397579	1	1000-416-10-45	ADVERTISING	91.00	91.00
Total 1397579:											
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	EMPLOYMENT AD GAS TECH III	1397586	1	1000-416-10-45	ADVERTISING	154.80	154.80
Total 1397586:											
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	BUS. CARDS-STREETS	41191	1	2007-431-20-45	PRINTING AND BINDING	66.76	66.76
02/18	02/16/2018	200605	241	FEATHER PUBLISHING C	BUS. CARS- STREETS	41191	2	7620-430-10-45	PRINTING AND BINDING	66.77	66.77
Total 41191:											
02/18	02/16/2018	200606	247	FINANCIAL CREDIT NET	COLLECTION COSTS-GAS	020518	1	7401-430-62-48	BAD DEBT EXPENSE	69.19	69.19
02/18	02/16/2018	200606	247	FINANCIAL CREDIT NET	COLLECTION COSTS -WATER	020518	2	7110-430-42-48	BAD DEBT EXPENSE	69.19	69.19
Total 020518:											
02/18	02/16/2018	200607	257	FOREST OFFICE EQUIP	KYOCERA COPIER -PW	AR1137	1	7620-430-10-43	TECHNICAL SVCS	416.98	416.98
Total AR1137:											
02/18	02/16/2018	200607	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	AR1138	1	7401-430-62-43	TECHNICAL SVCS	42.00	42.00
02/18	02/16/2018	200607	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	AR1138	2	7110-430-42-43	TECHNICAL SVCS	42.00	42.00
Total AR1138:											
02/18	02/16/2018	200608	265	FRONTIER	257-1000 DSL SERVICE	1000 020518	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
02/18	02/16/2018	200608	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 020518	2	7401-430-62-45	COMMUNICATIONS	24.15	24.15
02/18	02/16/2018	200608	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 020518	3	7110-430-42-45	COMMUNICATIONS	24.15	24.15
02/18	02/16/2018	200608	265	FRONTIER	257-1000 ADMIN FAX	1000 020518	4	1000-413-20-45	COMMUNICATIONS	1.10	1.10
02/18	02/16/2018	200608	265	FRONTIER	257-1000 CITY CLERK FAX	1000 020518	5	1000-411-40-45	COMMUNICATIONS	1.10	1.10
02/18	02/16/2018	200608	265	FRONTIER	257-1000 ADMIN	1000 020518	6	1000-413-20-45	COMMUNICATIONS	3.43	3.43
02/18	02/16/2018	200608	265	FRONTIER	257-1000 CITY CLERK	1000 020518	7	1000-411-40-45	COMMUNICATIONS	4.94	4.94
02/18	02/16/2018	200608	265	FRONTIER	257-1000 FINANCE	1000 020518	8	1000-415-10-45	COMMUNICATIONS	4.94	4.94
02/18	02/16/2018	200608	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 020518	9	1000-419-10-45	COMMUNICATIONS	4.94	4.94
02/18	02/16/2018	200608	265	FRONTIER	257-1000 CITY HALL	1000 020518	10	1000-417-10-45	COMMUNICATIONS	236.62	236.62

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 020518:											
02/18	02/16/2018	200608	265	FRONTIER	257-1033-PARKS	1033 020518	1	1000-452-20-45	COMMUNICATIONS	450.37	450.37
Total 1033 020518:											
02/18	02/16/2018	200608	265	FRONTIER	257-1041 ADMIN-PW	1041 020518	1	7620-430-10-45	COMMUNICATIONS	307.61	307.61
Total 1041 020518:											
02/18	02/16/2018	200608	265	FRONTIER	257-1051 PW-STREETS	1051 020518	1	7620-430-10-45	COMMUNICATIONS	39.93	39.93
Total 1051 020518:											
02/18	02/16/2018	200608	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 020518	1	1000-417-10-45	COMMUNICATIONS	66.43	66.43
Total 2960 020518:											
02/18	02/16/2018	200608	265	FRONTIER	257-7098 NATURAL GAS	7098 020118	1	7401-430-62-45	COMMUNICATIONS	81.98	81.98
Total 7098 020118:											
02/18	02/16/2018	200609	1289	FULL SPECTRUM INC	SCADA WORK 10/7/17-1/10/18	20180110	1	7110-430-42-43	TECHNICAL SVCS	520.25	520.25
02/18	02/16/2018	200609	1289	FULL SPECTRUM INC	SCADA WORK 10/7/17-1/10/18	20180110	2	7401-430-62-43	TECHNICAL SVCS	520.25	520.25
Total 20180110:											
02/18	02/16/2018	200610	9246		REFUND GAS DEPOSIT	10114080014	1	7401-2228-000	DEPOSITS-CUSTOMER	1,040.50	1,040.50
Total 10114080014:											
02/18	02/16/2018	200611	9251		REFUND GAS DEPOSIT	10432320114	1	7401-2228-000	DEPOSITS-CUSTOMER	154.64	154.64
Total 10432320114:											
02/18	02/16/2018	200612	9208	IAN L PRITCHARD, LLC	PSYCHOLOGICAL EVALUATION	20171214JA	1	1000-416-10-43	PROFESSIONAL SVCS	39.04	39.04
Total 1000-416-10-43											
										800.00	800.00

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 20171214JA:											
02/18	02/16/2018	200613	1075	INDEPENDENT ELECTRI	SUPPLIES-GAS	S103535763.001	1	7401-430-62-47	MACHINERY & EQUIPMENT	800.00	800.00
Total S103535763.001:											
02/18	02/16/2018	200613	1075	INDEPENDENT ELECTRI	FUSION EQUIP. AND STOCK RE	S103598107.001	1	7401-430-62-46	SUPPLIES-GENERAL	621.45	621.45
Total S103598107.001:											
02/18	02/16/2018	200614	1362	IRON MOUNTAIN INFO. M	SHREDDING- PD	PSP3065	1	1000-421-10-43	PROFESSIONAL SVCS	59.67	59.67
Total PSP3065:											
02/18	02/16/2018	200615	335	J.W. WOOD CO INC	SUPPLIES-WATER	S102725	1	7110-430-42-46	SUPPLIES-GENERAL	1.92	1.92
Total S102725:											
02/18	02/16/2018	200616	9250		REIM FOR TRAINING	020918	1	1000-422-10-43	PROFESSIONAL SVCS	300.00	300.00
Total 020918:											
02/18	02/16/2018	200617	372	KRONICK. MOSKOVITZ	PROFESSIONAL SERVICES 12/	289449	1	1000-412-10-43	PROFESSIONAL SVCS	16,384.94	16,384.94
Total 289449:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	CREDIT-WATER	294852	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	251.88-	251.88-
Total 294852:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	294961	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	20.48	20.48
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	294961	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	27.22	27.22
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	294961	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	15.90	15.90
Total 294961:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	295055	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	63.60	63.60
Total 295055:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	295055	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	32.97	32.97

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 295055:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	295152	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	19.56	19.56
Total 295152:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	2953324	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	19.56	19.56
Total 2953324:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	295395	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	4.08	4.08
Total 295395:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- FIRE	295546	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	27.26	27.26
Total 295546:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	295934	1	7401-430-62-46	SUPPLIES-GENERAL	122.25	122.25
Total 295934:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- FIRE	295935	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	6.48	6.48
Total 295935:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	295937	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	78.43	78.43
Total 295937:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	295948	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1.61	1.61
Total 295948:											
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	296028	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	69.19	69.19
Total 296028:											



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
02/18	02/16/2018	200618	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	296166	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	22.19	22.19
Total 296166:											
02/18	02/16/2018	200619	412	LASSEN REGIONAL SOLI	DUMP FEES-PD	78 013118	1	1000-421-10-44	DISPOSAL	11.00	11.00
Total 78 013118:											
02/18	02/16/2018	200620	413	SUSANVILLE TOWING	TOW VEHICLE-PD	61489	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	275.00	275.00
Total 61489:											
02/18	02/16/2018	200621	437	LMUD	STREET LIGHTS	14039 020618	1	2007-431-60-46	ELECTRICITY	190.13	190.13
Total 14039 020618:											
02/18	02/16/2018	200621	437	LMUD	STREET LIGHTS	14041 020618	1	2007-431-60-46	ELECTRICITY	3,528.33	3,528.33
Total 14041 020618:											
02/18	02/16/2018	200621	437	LMUD	S GAY ST-STREETS	24323	1	2007-431-60-46	ELECTRICITY	46.15	46.15
Total 24323:											
02/18	02/16/2018	200621	437	LMUD	66 N LASSEN ST	2466 020618	1	1000-452-20-46	ELECTRICITY	786.30	786.30
Total 2466 020618:											
02/18	02/16/2018	200621	437	LMUD	N WEATHERLOW ST-TENNIS S	24661 020618	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 020618:											
02/18	02/16/2018	200621	437	LMUD	STREET LIGHTS	2467 020618	1	2007-431-60-46	ELECTRICITY	1,556.57	1,556.57
Total 2467 020618:											
02/18	02/16/2018	200621	437	LMUD	65 N WEATHERLOW ST-COMM	2865 020618	1	1000-452-20-46	ELECTRICITY	47.61	47.61

Check Register - Payments by Vendor  
 Check Issue Dates: 2/16/2018 - 2/16/2018

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 2865 020618:											
02/18	02/16/2018	200621	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 020618	1	1000-451-80-46	ELECTRICITY	21.45	21.45
Total 2866 020618:											
02/18	02/16/2018	200621	437	LMUD	65 N WEATHERLOW ST-COMM	2867 020618	1	1000-452-20-46	ELECTRICITY	49.21	49.21
Total 2867 020618:											
02/18	02/16/2018	200621	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 020618	1	1000-452-20-46	ELECTRICITY	20.87	20.87
Total 2870 020618:											
02/18	02/16/2018	200621	437	LMUD	NORTH ST BASEBALL PARK M	2873 020618	1	1000-452-20-46	ELECTRICITY	27.41	27.41
Total 2873 020618:											
02/18	02/16/2018	200621	437	LMUD	HARRIS DR & HWY 36-WATER	30658	1	7110-430-42-46	ELECTRICITY	171.10	171.10
Total 30658:											
02/18	02/16/2018	200621	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 020618	1	2007-431-60-46	ELECTRICITY	215.07	215.07
Total 43511 020618:											
02/18	02/16/2018	200621	437	LMUD	N PINE & COOK - SCADA-WATE	44153 020618	1	7110-430-42-46	ELECTRICITY	26.68	26.68
Total 44153 020618:											
02/18	02/16/2018	200621	437	LMUD	115 N WEATHERLOW ST-MUSE	4866 020618	1	1000-451-80-46	ELECTRICITY	60.10	60.10
Total 4866 020618:											
02/18	02/16/2018	200621	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 020618	1	2007-431-60-46	ELECTRICITY	58.49	58.49
Total 49500 020618:											

Check Register - Payments by Vendor  
Check Issue Dates: 2/16/2018 - 2/16/2018

CITY OF SUSANVILLE

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
02/18	02/16/2018	200621	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 020618	1	2007-431-60-46	ELECTRICITY	163.25	163.25
Total 49501 020618:											
02/18	02/16/2018	200621	437	LMUD	606 NEVADA ST	58209 020618	1	1000-417-10-46	ELECTRICITY	23.00	23.00
Total 58209 020618:											
02/18	02/16/2018	200621	437	LMUD	NORTH ST PARK LIGHTS-MEM	9283 020618	1	1000-452-20-46	ELECTRICITY	107.17	107.17
Total 9283 020618:											
02/18	02/16/2018	200621	437	LMUD	GEO PUMP #1	9297 020618	1	7301-430-52-46	ELECTRICITY	1,418.90	1,418.90
Total 9297 020618:											
02/18	02/16/2018	200621	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 020618	1	1000-452-20-46	ELECTRICITY	46.01	46.01
Total 94811 020618:											
02/18	02/16/2018	200622	451	MARTIN & CHAPMAN CO	ELECTION MATERIALS	2018070	1	1000-414-10-45	ADVERTISING	36.43	36.43
Total 2018070:											
02/18	02/16/2018	200623	9249		REFUND GAS DEPOSIT	10416350004	1	7401-2228-000	DEPOSITS-CUSTOMER	14.75	14.75
Total 10416350004:											
02/18	02/16/2018	200624	9255		REIMBURSEMENT FOR CDL TE	021318	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	76.00	76.00
Total 021318:											
02/18	02/16/2018	200625	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	836576	1	7401-430-62-43	TECHNICAL SVCS	102.77	102.77
02/18	02/16/2018	200625	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	836576	2	7110-430-42-43	TECHNICAL SVCS	102.77	102.77
Total 836576:											
02/18	02/16/2018	200626	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2494179	1	2007-431-20-46	SUPPLIES-GENERAL	4.24	4.24

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 2494179:											
02/18	02/16/2018	200627	9244		REFUND GAS OVERPAYMENT	10317600002	1	9999-1001-001	CASH CLEARING - UTILITIES	4.24	4.24
02/18	02/16/2018	200627	9244		REFUND WATER OVERPAYME	10317600002	2	9999-1001-001	CASH CLEARING - UTILITIES	23.62	23.62
Total 10317600002:											
02/18	02/16/2018	200628	563	POULSEN WELDING SHO	SUPPLIES- STREETS	3493	1	2007-431-20-46	SUPPLIES-GENERAL	21.88	21.88
Total 3493:											
02/18	02/16/2018	200629	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	4480959	1	1000-422-10-46	SUPPLIES-GENERAL	35.37	35.37
Total 4480959:											
02/18	02/16/2018	200629	572	QUILL CORPORATION	OFFICE SUPPLIES	4519412	1	1000-415-10-46	SUPPLIES-GENERAL	219.19	219.19
Total 4519412:											
02/18	02/16/2018	200629	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	4529116	1	1000-422-10-46	SUPPLIES-GENERAL	38.60	38.60
Total 4529116:											
02/18	02/16/2018	200629	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	4671122	1	1000-422-10-46	SUPPLIES-GENERAL	33.98	33.98
Total 4671122:											
02/18	02/16/2018	200630	1040	R & R PRODUCTS INC	MAINT & RPR- GC	CD2199249	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	317.92	317.92
Total CD2199249:											
02/18	02/16/2018	200631	582	RAY MORGAN CO INC	COPIER-PD	1931076	1	1000-421-10-44	RENT & LEASES EQUIP & VEHI	144.84	144.84
02/18	02/16/2018	200631	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER	1931076	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	289.66	289.66
Total 1931076:											
02/18	02/16/2018	200632	1076	SIERRA COFFEE AND BE	BOTTLED WATER	49190	1	1000-417-10-46	SUPPLIES-GENERAL	34.65	34.65

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 49190:											
02/18	02/16/2018	200632	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	49218	1	7620-430-10-46	SUPPLIES-GENERAL	27.00	27.00
Total 49218:											
02/18	02/16/2018	200633	9253		REFUND WATER OVERPAYME	10113750000	1	9999-1001-001	CASH CLEARING - UTILITIES	87.47	87.47
Total 10113750000:											
02/18	02/16/2018	200634	7416		REFUND GAS OVERPAYMENT	10433320411	1	9999-1001-001	CASH CLEARING - UTILITIES	9.14	9.14
Total 10433320411:											
02/18	02/16/2018	200635	689	SWRCB	ANNUAL PERMIT FEE 7/1/17-6/3	WD-0129369	1	7301-430-52-48	TAXES, FEES, PERMITS & CHA	11,195.00	11,195.00
Total WD-0129369:											
02/18	02/16/2018	200636	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3131	1	7401-430-62-46	SUPPLIES-GENERAL	135.85	135.85
02/18	02/16/2018	200636	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3131	2	7110-430-42-46	SUPPLIES-GENERAL	135.85	135.85
02/18	02/16/2018	200636	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3131	3	2007-431-20-46	SUPPLIES-GENERAL	135.85	135.85
Total 3131:											
02/18	02/16/2018	200637	9254	TRAILS WEST CONSTRU	RETURN DEPOSIT 1304 THIRD	021318	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	5,284.00	5,284.00
Total 021318:											
02/18	02/16/2018	200642	728	U S POSTMASTER	UB BILLING GAS	021618	1	7401-430-62-46	POSTAGE	401.64	401.64
02/18	02/16/2018	200642	728	U S POSTMASTER	UB BILLING WATER	021618	2	7110-430-42-46	POSTAGE	779.64	779.64
Total 021618:											
02/18	02/16/2018	200638	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9800832950	1	7620-430-11-45	COMMUNICATIONS	54.41	54.41
02/18	02/16/2018	200638	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9800832950	2	1000-424-20-45	COMMUNICATIONS	40.66	40.66
02/18	02/16/2018	200638	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9800832950	3	1000-452-20-45	COMMUNICATIONS	111.98	111.98
02/18	02/16/2018	200638	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9800832950	4	7620-430-10-45	COMMUNICATIONS	288.19	288.19

Check Register - Payments by Vendor  
Check Issue Dates: 2/16/2018 - 2/16/2018

CITY OF SUSANVILLE

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 9800832950:											
02/18	02/16/2018	200639	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67314226	1	7401-430-62-46	SUPPLIES-GENERAL	495.24	495.24
Total 67314226:											
02/18	02/16/2018	200639	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67319457	1	7110-430-42-46	SUPPLIES-GENERAL	74.45	74.45
Total 67319457:											
02/18	02/16/2018	200639	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67323283	1	7110-430-42-46	SUPPLIES-GENERAL	1,138.33	1,138.33
Total 67323283:											
02/18	02/16/2018	200639	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67323301	1	7110-430-42-46	SUPPLIES-GENERAL	140.71	140.71
Total 67323301:											
02/18	02/16/2018	200639	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67324209	1	7401-430-62-46	SUPPLIES-GENERAL	129.34	129.34
Total 67324209:											
02/18	02/16/2018	200640	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A53206	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A53206:											
02/18	02/16/2018	200640	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	A53213	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A53213:											
02/18	02/16/2018	200640	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A53218	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A53218:											
02/18	02/16/2018	200640	1198	WESTWOOD SANITATIO	PORTABLE TOILET - RIVERSID	A53221	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	197.32	197.32
Total A53221:											

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	
02/18	02/16/2018	200641	9252		REFUND GAS OVERPAYMENT	10313400103	1	9999-1001-001	CASH CLEARING - UTILITIES	2.80	2.80	
Total 10313400103:											2.80	2.80
Grand Totals:											70,380.91	70,380.91

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	
02/18	02/21/2018	200644	9216		REIM TRAVEL EXPENSE	022118	1	1000-411-10-45	TRAVEL	443.40	443.40	
Total 022118:											443.40	443.40
Grand Totals:											443.40	443.40



Reviewed by:    Interim City Administrator  
   City Attorney

Motion only  
 Public Hearing  
 Resolution  
 Ordinance  
 Information

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

**Action Date:** March 7, 2018

**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 January 2018.

**FISCAL IMPACT:** None

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

**ATTACHMENTS:** Pooled cash and investments report  
Cash and Investment report  
Receipts and disbursements report  
Revenues, expenses and fund balances report

## POOLED CASH & INVESTMENTS

January 31, 2018

POOLED CASH FUND	
Bank of America - Checking	212,023
Tri-Counties Bank	388,876
LAIF	13,268,356
Total Cash & Investments	<u>13,869,255</u>

### Pooled Cash Allocation:

General	1,394,595
General - Restricted	1,160,040
Special Revenue	945,437
Capital Projects	13,848
Debt Service	364,826
Enterprise	
Airport	(69,013)
Geothermal	258,107
Golf Course	(81,869)
Natural Gas	4,503,368
Water	4,235,123
Internal Service	614,159
Trust & Agency	530,633
Total Cash & Inv. Allocations	<u>13,869,255</u>

## CASH WITH FISCAL AGENTS

January 31, 2018

General	
Special Revenue	
Capital Projects	
Debt Service	0
Enterprise	2,450,685
Internal Service	
Trust & Agency	

Total Cash with Fiscal Agents 2,450,685

GRAND TOTAL 16,319,940

CITY OF SUSANVILLE  
 COMBINED CASH AND INVESTMENTS  
 JANUARY 31, 2018

COMBINED ACCOUNTS

		212,022.97
9999-1011-001	B OF A # 08038-80200	388,875.94
9999-1011-002	TRI COUNTIES BANK	13,268,355.66
9999-1030-001	LAIF	<u>13,869,254.57</u>
	TOTAL COMBINED CASH AND INVESTMENTS	( 13,869,254.57)
9999-1000-000	CLAIM ON CASH	<u>.00</u>
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

		38,075.49
1001	ALLOCATION TO GF-DEPOSITS PAYABLE	3,485.71
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	( 75,543.38)
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	18,498.55
1004	ALLOCATION TO GF-PANCERA	1,085,370.45
1005	ALLOCATION TO GF-RESERVE ACCOUNT	2,359.31
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	54,025.36
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	33,768.90
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	60,668.24
2002	ALLOCATION TO STATE COPS	( 10,581.29)
2006	ALLOCATION TO SNOW REMOVAL	( 370,728.26)
2007	ALLOCATION TO STREETS & HIGHWAYS	38,701.94
2010	ALLOCATION TO STREET MITIGATION	24,426.09
2011	ALLOCATION TO POLICE MITIGATION	133,071.07
2012	ALLOCATION TO FIRE MITIGATION	164,169.91
2013	ALLOCATION TO PARK DEDICATION FUND	9,864.00
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109	328,570.15
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	423,439.75
2018	ALLOCATION TO HOME REVOLVING FUND	62,414.11
2030	ALLOCATION TO TRAFFIC SAFETY	79,644.72
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	7,626.75
2037	ALLOCATION TO SKYLINE BICYCLE LANE	( 5,850.57)
2040	ALLOCATION TO CDBG RIVERSIDE GRANT REHAB	30,157.89
4001	ALLOCATION TO MARK ROOS SERIES B/92	63,691.39
4003	ALLOCATION TO CITY HALL	295,032.65
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	( 24,055.83)
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	3,000,000.00
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	833,302.31
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	1,807,075.00
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	31,272.19
7610	ALLOCATION TO OPEB	219,819.45
7630	ALLOCATION TO RISK MANAGEMENT FUND	100,652.98
7650	ALLOCATION TO PAYROLL	9,798.89
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	62,106.02
8402	ALLOCATION TO LAFCO	4,516.53
8403	ALLOCATION TO SEC 125 & AFLAC	179,459.89
8404	ALLOCATION TO AIR POLLUTION	304,620.26
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	( 29,868.23)
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	<u>29,868.23</u>

CITY OF SUSANVILLE  
 COMBINED CASH AND INVESTMENTS  
 JANUARY 31, 2018

ALLOCATIONS TO RESTRICTED FUNDS		8,993,058.39
<u>UNRESTRICTED FUNDS</u>		
1000 ALLOCATION TO GENERAL FUND		1,394,595.35
3015 ALLOCATION TO CITY HALL PARKING LOT PROJECT		13,847.97
7110 ALLOCATION TO WATER SYSTEM		385,376.10
7112 ALLOCATION TO JOHNSTONVILLE WATER SYSTEM		16,444.79
7201 ALLOCATION TO AIRPORT	(	69,013.03)
7301 ALLOCATION TO GEOTHERMAL UTILITY		258,106.57
7401 ALLOCATION TO NATURAL GAS		2,696,293.04
7530 ALLOCATION TO GOLF COURSE	(	81,868.59)
7620 ALLOCATION TO PW ADMIN & ENGINEERING FUND		262,413.98
<hr/>		
ALLOCATIONS TO UNRESTRICTED FUNDS		4,876,196.18
TOTAL ALLOCATIONS TO OTHER FUNDS		13,869,254.57
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(	13,869,254.57)
<hr/>		
ZERO PROOF IF ALLOCATIONS BALANCE		<u>.00</u>

TRI-COUNTIES BANK

				\$334,405.76
1/2/2018	CD2 2018-176	-\$2,003.29		\$332,402.47
1/2/2018	JE 2018-153	-\$138.14		\$332,264.33
1/2/2018	<b>CRJE 2018-150</b>		\$ 1,285.99	\$333,550.32
1/3/2018			\$ 53,909.78	\$387,460.10
1/3/2018			\$ 14,889.82	\$402,349.92
1/3/2018	<b>CRJE 2018-150</b>		\$ 2,609.61	\$404,959.53
1/4/2018				\$404,959.53
1/4/2018		-\$101,614.82		\$303,344.71
1/4/2018		-\$21,728.18		\$281,616.53
1/4/2018		-\$50,224.79		\$231,391.74
1/4/2018		-\$8,395.49		\$222,996.25
1/4/2018		-\$1,544.34		\$221,451.91
1/4/2018		-\$25,625.51		\$195,826.40
1/4/2018		-\$2,952.46		\$192,873.94
1/4/2018			\$ 58,246.06	\$251,120.00
1/4/2018			\$ 17,439.27	\$268,559.27
1/4/2018	<b>CRJE 2018-150</b>		\$ 2,443.48	\$271,002.75
1/4/2018			\$ 30,136.71	\$301,139.46
1/5/2018			\$ 8,981.91	\$310,121.37
1/5/2018	<b>CRJE 2018-150</b>		\$ 1,245.16	\$311,366.53
1/5/2018	CD2 2018-156	-\$209.51		\$311,157.02
1/5/2018		-\$445.95		\$310,711.07
1/5/2018	JE 2018-153	-\$140.00		\$310,571.07
1/8/2018			\$ 82,753.20	\$393,324.27
1/8/2018			\$ 10,294.43	\$403,618.70
1/8/2018	<b>CRJE 2018-150</b>		\$ 960.19	\$404,578.89
1/8/2018	<b>CRJE 2018-163</b>		\$ 31,676.95	\$436,255.84
1/8/2018	CD2 2018-156	-\$20.00		\$436,235.84
1/9/2018			\$ 24,949.82	\$461,185.66
1/9/2018			\$ 6,461.19	\$467,646.85
1/9/2018	<b>CRJE 2018-150</b>		\$ 1,279.68	\$468,926.53
1/10/2018			\$ 82,311.62	\$551,238.15
1/10/2018			\$ 4,017.72	\$555,255.87
1/10/2018	<b>CRJE 2018-157</b>		\$ 305.01	\$555,560.88
1/11/2018		-\$85,606.27		\$469,954.61
1/11/2018				\$469,954.61
1/11/2018		-\$1,258.47		\$468,696.14
1/11/2018		-\$387.69		\$468,308.45
1/11/2018			\$ 1,387,504.81	\$1,855,813.26
1/11/2018			\$ 8,418.72	\$1,864,231.98
1/11/2018	<b>CRJE 2018-157</b>		\$ 224.44	\$1,864,456.42
1/12/2018			\$ 53,180.77	\$1,917,637.19
1/12/2018			\$ 5,334.86	\$1,922,972.05
1/12/2018			\$ 109.84	\$1,923,081.89
1/12/2018			\$ 24.14	\$1,923,106.03
1/12/2018			\$ 91.76	\$1,923,197.79
1/12/2018	CD2 2018-156	-\$596.87		\$1,922,600.92
1/16/2018			\$ 136,693.08	\$2,059,294.00
1/16/2018			\$ 5,203.22	\$2,064,497.22
1/16/2018	<b>CRJE 2018-161</b>		\$ 648.52	\$2,065,145.74
1/16/2017				\$2,065,145.74
1/17/2018		-\$10,753.87		\$2,054,391.87
1/17/2018			\$ 197.64	\$2,054,589.51
1/17/2018	JE 2018-162	-\$371.38	\$ 22,470.12	\$2,076,688.25

TRI-COUNTIES BANK

1/17/2018			\$	7,111.24	\$2,083,799.49
1/17/2018	<b>CRJE 2018-161</b>		\$	629.72	\$2,084,429.21
1/16/2018	CD2 2018-156	<b>-\$8,311.26</b>			\$2,076,117.95
1/18/2018		<b>-\$181,892.98</b>			\$1,894,224.97
1/18/2018	CD2 2018-164	<b>-\$3,496.00</b>			\$1,890,728.97
1/18/2018			\$	18,360.31	\$1,909,089.28
1/18/2018			\$	7,831.40	\$1,916,920.68
1/18/2018	<b>CRJE 2018-161</b>		\$	803.48	\$1,917,724.16
1/18/2018	CD2 2018-164	<b>-\$1,600,000.00</b>			\$317,724.16
1/18/2018	JE 2018-166	<b>-\$233.11</b>			\$317,491.05
1/18/2018		<b>-\$93.45</b>			\$317,397.60
1/19/2018		<b>-\$333.97</b>			\$317,063.63
1/19/2018			\$	333.97	\$317,397.60
1/19/2018	CD2 2018-156	<b>-\$107,275.09</b>			\$210,122.51
1/19/2018			\$	43,798.75	\$253,921.26
1/19/2018			\$	4,452.25	\$258,373.51
1/19/2018	<b>CRJE 2018-163</b>		\$	268.38	\$258,641.89
1/19/2018	CD2 2018-164	<b>-\$216.84</b>			\$258,425.05
1/20/2018		<b>-\$98,641.55</b>			\$159,783.50
1/20/2018		<b>-\$4,692.19</b>			\$155,091.31
1/20/2018		<b>-\$28,755.40</b>			\$126,335.91
1/20/2018		<b>-\$3,957.75</b>			\$122,378.16
1/20/2018		<b>-\$1,286.76</b>			\$121,091.40
1/20/2018		<b>-\$25,434.03</b>			\$95,657.37
1/20/2018		<b>-\$70,804.00</b>			\$24,853.37
1/20/2018		<b>-\$1,069.01</b>			\$23,784.36
1/20/2018		<b>\$0.00</b>			\$23,784.36
1/20/2018		<b>-\$8,290.26</b>			\$15,494.10
1/22/2018			\$	65,894.95	\$81,389.05
1/22/2018			\$	7,991.25	\$89,380.30
1/22/2018	<b>CRJE 2018-163</b>		\$	414.13	\$89,794.43
1/22/2018		<b>-\$25,615.02</b>			\$64,179.41
1/22/2018		<b>-\$12,877.56</b>			\$51,301.85
1/23/2018	CD2 2018-164	<b>-\$445.20</b>			\$50,856.65
1/23/2018			\$	19,385.14	\$70,241.79
1/23/2018			\$	7,063.14	\$77,304.93
1/23/2018	<b>CRJE 2018-168</b>		\$	3,645.06	\$80,949.99
1/23/2018			\$	12,838.83	\$93,788.82
1/24/2018			\$	14,971.59	\$108,760.41
1/24/2018			\$	5,897.76	\$114,658.17
1/24/2018	<b>CRJE 2018-168</b>		\$	941.21	\$115,599.38
1/24/2018	CD2 2018-169	<b>-\$63.99</b>			\$115,535.39
1/25/2018		<b>-\$27,754.19</b>			\$87,781.20
1/25/2018			\$	34,970.15	\$122,751.35
1/25/2018			\$	5,151.92	\$127,903.27
1/25/2018	<b>CRJE 2018-170</b>		\$	832.21	\$128,735.48
1/26/2018			\$	52,287.66	\$181,023.14
1/26/2018			\$	5,491.20	\$186,514.34
1/26/2018	<b>CRJE 2018-170</b>		\$	666.80	\$187,181.14
1/29/2018			\$	131,630.42	\$318,811.56
1/29/2018			\$	5,264.32	\$324,075.88
1/29/2018	<b>CRJE 2018-170</b>		\$	503.08	\$324,578.96
1/29/2018		<b>-\$25.62</b>			\$324,553.34
1/29/2018	<b>CRJE 2018-170</b>		\$	7.00	\$324,560.34
1/29/2018			\$	323.67	\$324,884.01

TRI-COUNTIES BANK

1/29/2018		\$	946.46	\$325,830.47
1/29/2018		\$	666.12	\$326,496.59
1/29/2018		\$	1,658.04	\$328,154.63
1/29/2018		\$	321.58	\$328,476.21
1/30/2018		\$	20,390.66	\$348,866.87
1/30/2018		\$	21,689.29	\$370,556.16
1/30/2018		\$	5,213.23	\$375,769.39
1/30/2018			<b>-\$59.24</b>	\$375,710.15
1/31/2018	<b>CRJE 2018-174</b>	\$	33,636.70	\$409,346.85
1/31/2018		\$	3,026.83	\$412,373.68
1/31/2018			<b>-\$110.11</b>	\$412,263.57
1/31/2018		\$	26,973.26	\$439,236.83
1/31/2018		\$	16,736.11	\$455,972.94
1/31/2018	<b>CRJE 2018-174</b>	\$	266.83	\$456,239.77
1/31/2018			<b>-\$795.40</b>	\$455,444.37
1/31/2018			<b>-\$28,278.40</b>	\$427,165.97
1/31/2018			<b>-\$8,473.88</b>	\$418,692.09
1/31/2018			<b>-\$1,611.55</b>	\$417,080.54
1/31/2018			<b>-\$24,966.00</b>	\$392,114.54
1/31/2018			<b>-\$2,780.46</b>	\$389,334.08
1/31/2018	CD2 2018-181		<b>-\$50.00</b>	\$389,284.08
1/31/2018	CD2 2018-173		<b>-\$408.14</b>	\$388,875.94

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# BANK OF AMERICA

Date	Dep Date	Journal #	A/P Disbursements	Receipts	Balance
					\$187,547.68
1/2/2018		CD 2018-154	<b>-\$41.05</b>		\$187,506.63
1/2/2018			<b>-\$1.00</b>		\$187,505.63
1/2/2018		<b>CRJE 2018-155</b>		<b>\$16,239.29</b>	\$203,744.92
1/3/2018				<b>\$80.81</b>	\$203,825.73
1/3/2018				<b>\$1,441.64</b>	\$205,267.37
1/5/2018				<b>\$1,144.31</b>	\$206,411.68
1/09/218				<b>\$146.10</b>	\$206,557.78
1/9/2018				<b>\$331.04</b>	\$206,888.82
1/10/2018				<b>\$623.32</b>	\$207,512.14
1/9/2018				<b>\$604.06</b>	\$208,116.20
1/09/218				<b>\$992.66</b>	\$209,108.86
1/10/2018				<b>\$276.64</b>	\$209,385.50
1/11/2018		<b>CRJE 2018-157</b>		<b>\$46.93</b>	\$209,432.43
1/16/2018		CD 2018-154	<b>-\$340.68</b>		\$209,091.75
1/18/2018				<b>\$1,345.00</b>	\$210,436.75
1/19/2018		CD 2018-154	<b>-\$289.05</b>		\$210,147.70
1/19/2018		<b>CRJE 2018-163</b>		<b>\$400.00</b>	\$210,547.70
1/29/2018		<b>CRJE 2018-174</b>		<b>\$1,395.93</b>	\$211,943.63
1/29/2018				<b>\$79.34</b>	\$212,022.97



s:/Debi/fund Balances Report

		Audited			Unaudited
		6/30/17	YTD	YTD	JANUARY
Fund #	Fund Title	Fund Balance	Revenue	Expenditures	Fund Balance
					1/31/2018
100X	General Fund	3,276,659	3,389,487	4,016,721	2,649,426
2002	State COPS	72,815	62,242	74,391	60,666
2006	Snow Removal	(475)	28	10,134	(10,581)
2007	Streets	172,350	818,245	936,201	54,393
2010	Street Mitigation	28,687	10,016	0	38,703
2011	Police Mitigation	11,088	13,338	0	24,426
2012	Fire Mitigation	120,061	13,011	0	133,072
2013	Park Dedication	163,075	1,109	0	164,183
2014	State of CA - Prop 30/AB 109	23,668	0	13,804	9,864
2016	State Comm. Dev. Rev.FD	1,302,082	2,215	26,706	1,277,591
2018	Home Revolving Fund	725,160	24,838	32	749,966
2030	Traffic Safety	59,126	3,292	0	62,417
2035	Traffic Signals Fund	97,330	625	18,311	79,644
2037	Skyline Bicycle Lane	7,576	51	0	7,627
2040	CDBG Riverside Drive Project	0	0	5,851	(5,851)
3015	City Hall Parking Lot	13,848	0	0	13,848
4001	Miller Fletcher	316,251	(139,676)	146,421	30,154
4003	City Hall Debt Service	52,241	79,156	67,705	63,692
4004	2013 CalPERS Refunding Loan	259,228	261,058	225,249	295,038
4005	Community Pool Debt Service	631	58,303	82,990	(24,056)
711X	Water Funds	3,101,096	1,592,217	1,431,898	3,261,415
7201	Airport	2,136,218	221,050	318,007	2,039,262
7301	Geothermal	557,729	54,795	54,131	558,393
740X	Natural Gas	(124,128)	2,156,547	2,281,721	(249,302)
7530	Golf Course	2,361,143	159,634	177,008	2,343,769
7620	PW Admin/Engineering	132,864	129,454	29,271	233,047
7630	Risk Management	332,964	452,354	565,478	219,840
8402	LAFCO	40,712	52,770	26,347	67,136
8404	Air Pollution	260,704	110,309	179,570	191,443
8405	Air Pollution - Carl Moyer	407,411	2,290	105,000	304,701
8406	IRWM - Management Group	(26,496)	0	3,372	(29,868)
<b>TOTALS</b>		<b>15,908,114</b>	<b>9,528,758</b>	<b>10,796,317</b>	<b>14,643,928</b>

AGENDA ITEM NO. 9A

Reviewed by:    Interim City Administrator  
   City Attorney

   Motion only  
   Public Hearing  
   Resolution  
   Ordinance  
  X Information

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

**Action Date:** March 7, 2018

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Natural Gas Update

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

**SUMMARY:** Attached for Council's review is the report of gas therms sold, revenues, cash balance, total customers, and heating degree days for the natural gas fund.

**FISCAL IMPACT:** None

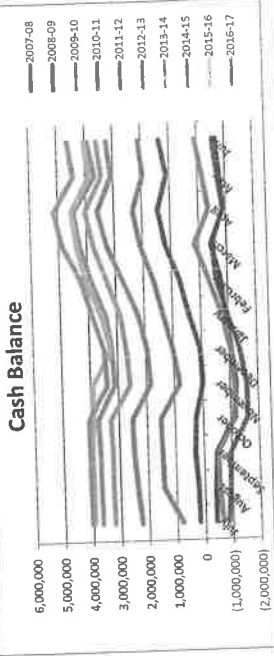
**ACTION REQUESTED:** Information only.

**ATTACHMENTS:** Monthly natural gas report

Finance Monthly Report on Natural Gas

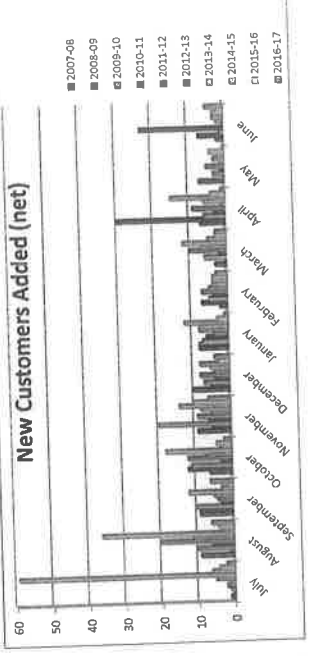
Cash Balance (\$)

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
July	(850,047)	(401,105)	(643,607)	205,358	801,858	2,260,837	3,225,827	3,660,192	3,953,277	4,033,974
August	(927,582)	(395,943)	(528,595)	226,438	1,453,941	2,387,759	3,244,576	3,686,254	3,947,613	4,058,849
September	(964,705)	(463,841)	(505,047)	313,415	1,482,858	2,490,535	3,248,511	3,689,478	3,973,513	4,074,740
October	(1,614,041)	(1,138,376)	(1,171,232)	260,099	1,515,614	2,524,567	3,295,177	3,750,370	3,926,346	4,066,742
November	(1,595,190)	(1,207,760)	(1,157,242)	(10,540)	806,068	1,854,122	2,581,109	3,110,908	3,921,571	3,992,522
December	(1,360,254)	(1,060,509)	(1,045,530)	56,506	1,021,317	1,943,965	2,679,571	3,381,560	3,221,563	3,471,308
January	(950,443)	(997,226)	(741,862)	417,985	1,347,820	2,233,480	3,317,464	3,863,109	4,085,621	4,245,344
February	(565,372)	(414,286)	(298,578)	729,696	1,098,123	2,742,774	3,768,070	4,260,585	4,379,462	4,861,455
March	(469,707)	(744,786)	(599,598)	1,203,904	1,661,198	3,280,072	4,047,705	4,472,951	4,552,784	5,165,199
April	(881,910)	(900,523)	(351,369)	1,447,678	2,335,009	3,592,901	4,426,483	3,668,203	3,884,339	4,451,611
May	(697,320)	(778,890)	(140,418)	1,111,987	1,955,266	3,073,103	3,426,483	3,909,589	4,041,691	4,637,899
June	(537,315)	(646,471)	80,472	1,358,515	2,092,761	3,225,296	3,579,112	3,909,589	4,041,691	4,637,899



New Customers added (net)

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
July	1	0	1	2	1	5	59	6	4	2
August	9	1	10	6	20	11	36	3	4	6
September	9	9	10	3	4	5	12	3	1	6
October	6	12	11	3	12	7	18	3	4	2
November	9	5	20	6	9	5	8	14	10	6
December	10	5	7	4	8	4	5	8	3	4
January	8	8	7	6	7	8	8	12	4	1
February	2	7	5	4	7	5	4	4	3	3
March	3	0	6	2	10	7	12	5	3	3
April	7	30	6	3	9	1	6	15	4	0
May	7	0	3	1	5	2	3	2	4	0
June	2	7	1	23	9	2	3	3	46	39
<b>Total Customers</b>	<b>73</b>	<b>84</b>	<b>87</b>	<b>63</b>	<b>89</b>	<b>61</b>	<b>174</b>	<b>75</b>	<b>46</b>	<b>39</b>



Total Customers

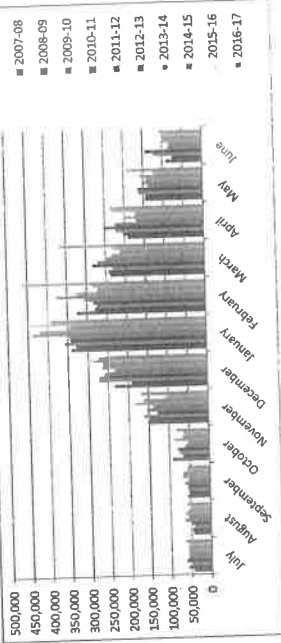
	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
July	2,426	2,498	2,583	2,671	2,733	2,826	2,841	3,062	3,138	3,182
August	2,435	2,499	2,593	2,677	2,753	2,837	2,977	3,065	3,142	3,188
September	2,444	2,508	2,603	2,680	2,757	2,842	2,989	3,068	3,143	3,194
October	2,450	2,520	2,614	2,693	2,769	2,849	3,007	3,071	3,147	3,196
November	2,459	2,525	2,634	2,689	2,778	2,854	3,015	3,083	3,157	3,202
December	2,469	2,530	2,641	2,693	2,786	2,866	3,020	3,093	3,160	3,206
January	2,477	2,538	2,648	2,699	2,790	2,866	3,028	3,105	3,167	3,210
February	2,479	2,545	2,653	2,703	2,797	2,871	3,032	3,109	3,167	3,210
March	2,482	2,545	2,659	2,705	2,807	2,878	3,044	3,114	3,170	3,213
April	2,489	2,575	2,665	2,708	2,816	2,879	3,050	3,129	3,174	3,214
May	2,496	2,575	2,666	2,709	2,821	2,880	3,053	3,131	3,178	3,214
June	2,498	2,582	2,669	2,732	2,821	2,882	3,056	3,134	3,180	3,219

# Finance Monthly Report on Natural Gas

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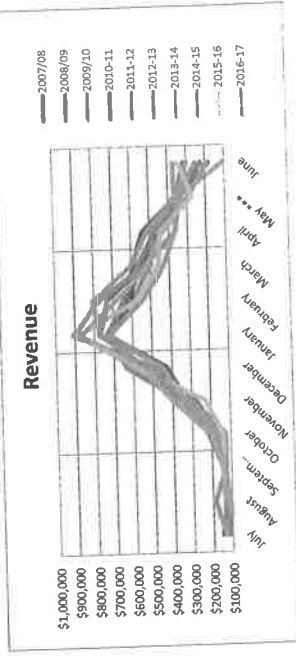
## Gas Therms Sold

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
July	45,027	58,446	49,466	62,603	57,365	56,899	58,723	57,987	58,443	65,854
August	44,532	46,818	41,644	48,183	64,104	56,093	64,676	56,307	49,510	59,560
September	57,226	51,799	55,390	55,662	63,337	54,039	68,737	66,933	57,519	55,244
October	91,440	66,118	74,330	79,574	60,532	53,104	89,329	65,104	64,024	80,925
November	153,113	146,987	162,022	127,784	153,914	186,675	186,675	160,903	106,498	168,961
December	233,667	190,784	273,697	271,989	258,838	233,758	266,615	262,132	298,546	273,400
January	340,949	330,009	359,235	343,407	346,039	436,376	419,347	345,572	445,693	391,920
February	325,190	280,276	275,020	283,048	306,336	378,321	326,630	272,010	287,859	463,741
March	237,912	242,272	232,303	282,908	270,328	249,984	234,788	213,149	233,572	368,087
April	192,075	202,887	222,391	252,660	225,175	170,112	202,679	171,387	236,257	236,194
May	145,486	143,812	161,969	163,470	138,363	152,883	142,480	160,119	124,962	190,494
June	81,019	74,524	122,517	143,416	85,653	82,832	99,349	88,216	100,210	109,632
	1,957,636	1,834,742	2,029,984	2,114,904	2,029,984	2,061,880	2,161,228	1,929,819	2,062,083	2,464,032



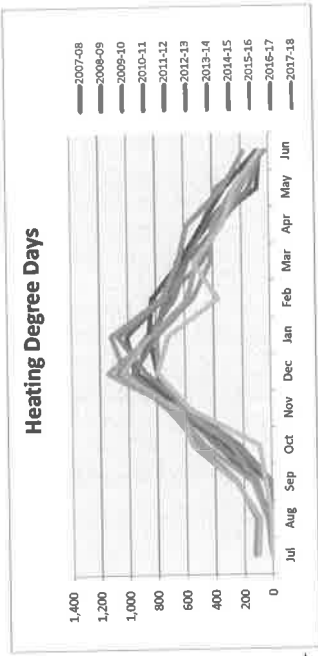
## Revenue (\$)

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
July	\$117,653	\$149,165	\$134,689	\$148,583	\$137,470	\$133,068	\$113,806	\$22,774	\$15,244	\$21,168
August	\$116,559	\$123,443	\$134,118	\$117,889	\$113,002	\$186,258	\$143,009	\$134,335	\$113,522	\$117,142
September	\$141,876	\$133,420	\$144,399	\$134,360	\$133,066	\$128,977	\$207,475	\$136,476	\$141,936	\$132,030
October	\$214,298	\$186,743	\$187,676	\$163,648	\$144,968	\$127,563	\$396,656	\$164,700	\$228,746	\$176,022
November	\$346,674	\$333,459	\$350,328	\$281,213	\$333,223	\$298,531	\$495,799	\$330,419	\$579,467	\$315,451
December	\$530,492	\$426,551	\$634,171	\$558,049	\$483,393	\$908,393	\$874,741	\$724,653	\$889,877	\$529,222
January	\$773,258	\$734,575	\$720,414	\$730,774	\$726,095	\$780,359	\$683,376	\$542,336	\$570,067	\$768,872
February	\$734,762	\$634,589	\$598,954	\$600,113	\$644,746	\$600,113	\$600,113	\$429,750	\$456,975	\$604,512
March	\$539,094	\$540,680	\$498,729	\$594,564	\$671,538	\$527,590	\$509,376	\$366,075	\$444,641	\$514,895
April	\$446,166	\$464,462	\$461,735	\$538,187	\$468,980	\$363,540	\$433,140	\$350,496	\$272,592	\$366,806
May	\$347,785	\$334,406	\$349,999	\$354,146	\$293,760	\$343,424	\$288,085	\$300,429	\$346,864	\$371,940
June	\$223,912	\$181,314	\$252,671	\$315,622	\$193,427	\$103,011	\$336,275	\$300,429	\$346,864	\$371,940
	\$4,532,569	\$4,222,787	\$4,487,884	\$4,537,119	\$4,304,669	\$4,396,512	\$4,589,502	\$3,956,377	\$4,200,070	\$4,725,382



\*\*\* May 2010 Natural Gas Rates lowered by Resolution #10-4625

Finance Monthly Report on Natural Gas



Heating Degree Days	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	
Jul	35	87	220	445	613	751	1,012	841	890	690	581	613
Aug	0	0	0	21	24	9	0	0	0	0	0	0
Sep	0	0	0	21	24	9	0	0	0	0	0	0
Oct	134	324	395	704	682	792	800	739	589	358	143	205
Nov	613	557	630	792	965	877	1,144	798	544	419	407	249
Dec	953	945	1,076	862	800	1,071	839	581	517	354	201	55
Jan	1,012	841	866	852	739	737	581	517	354	201	55	45
Feb	751	690	671	830	589	477	362	205	143	201	55	45
Mar	613	653	581	630	589	477	362	205	143	201	55	45
Apr	445	435	466	475	358	362	201	249	252	328	183	5,342
May	220	87	373	322	143	205	201	249	252	328	183	5,342
Jun	35	87	27	86	47	62	55	45	63	183	5,342	3,529
	5,154	4,620	5,118	5,002	4,650	4,590	4,997	4,281	3,770	5,342		3,529

Heating Degree Days - Amount of energy needed to heat a home or business.

Reviewed by:  Interim City Administrator  
 City Attorney

Motion only  
 Public Hearing  
 Resolution  
 Ordinance  
 Information

**Submitted by:** Rebecca Sanchez, Administrative Assistant

**Action Date:** March 7, 2018

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** 2018 Weed Abatement Program

**PRESENTED BY:** James M. Moore, Fire Chief

**SUMMARY:**

In preparation for wildland fire season and Independence Day, the Fire Department has determined Monday, June 25, 2018, to be the deadline for weed/fire hazard abatement. After this date, any conditions which pose a hazard will be mitigated following Susanville Municipal Code Section 8.28 – Weed and Rubbish Abatement. Occupants or property owners may be cited for failure to comply and may be charged for any fire suppression cost after this date.

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

**ACTION REQUESTED:** Information only

**ATTACHMENTS:** City of Susanville Weed Abatement Notice Including Susanville Municipal Code Section 8.28



# NOTICE

## WEED ABATEMENT DEADLINE MONDAY, JUNE 25, 2018

The Susanville Fire Department would like to inform you that the Weed abatement deadline is Monday, June 25, 2018 for removal of weeds/fire hazards from your property within the Susanville City Limits. We are asking that all hazards be mitigated before the deadline. The following Weed Abatement Standards are designed to assist firefighting efforts by, prevention of, or slowing the spread of fire. The Susanville Fire Department has the final decision in determining whether an area is "safe from the spread of fire" and conforms to the "intent of the code."



### City Code Section 8.28.030

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

Weeds, grass, or other combustible growth may be abated by mowing, disking, or scraping. If mowed the combustible growth must be cut and maintained to a maximum height of 4 inches.

**\*\*ALL HAZARDS SHALL BE MITIGATED BEFORE THE  
DEADLINE  
MONDAY, JUNE 25, 2018\*\***

### REMOVAL OF WEEDS, GRASS, AND COMBUSTIBLE GROWTH ALL PROPERTIES:

- Mow or disk space around all buildings 30 feet wide at minimum
- Mow or disk space 50 ft. wide minimum completely around the perimeter of the property to the street or sidewalk. Mow or disk 30 ft. wide minimum cross-breaks every 50 ft. maximum, (property can be completely mowed or disked in lieu of cross-breaks.)
- Mow or disk space extending 30 ft. minimum beyond the foliage of any group of trees.
- All rubbish, trash, trimmings, rubble or litter shall be removed from the property.
- All woods, fuel, or lumber shall be neatly stacked or removed from the property.
- All weeds, grass, or other combustible growth shall be cleared at least 10 ft. from around any combustible storage.
- Greenbelt, pastures, and environmentally-sensitive areas shall be assessed on an individual basis. Contact the fire department if you believe that this applies to your property.
- Mow or disk space may be required to be larger if a potential fire hazard exists.
- Remove down branches from trees and trim lower branches up to 6 ft. from the ground or 1/3 the height for smaller trees.



**\*\*ABATEMENT BY OPEN BURNING IS NOT PERMITTED\*\***

**For more information regarding the Susanville Weed Abatement Program please contact  
Battalion Chief Dan Weaver at 530-257-1061**

Reviewed by: R Interim City Administrator

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

**Submitted By:** Dan Newton, Interim City Administrator

**Action Date:** March 7, 2018

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Ordinance No. 18-1013**, waive second reading and adopt Ordinance Number 18-1013 an ordinance of the Council of the City of Susanville imposing a transaction and use tax to be administered by the California Department of Tax and Fee Administration

**PRESENTED BY:** Dan Newton, Interim City Administrator

**SUMMARY:** The City of Susanville has been in negotiations with the County of Lassen to develop a mutually beneficial sales tax sharing agreement. City and County staff have agreed on language for a Joint Resolution and Agreement between the City and County and both City and County are planning on holding special meetings prior to March 7, 2018 to approve the sharing agreement.

On January 17, 2018, Council directed staff to prepare a separate ballot measure as a contingency in the event that the County and City were unsuccessful in their efforts to proceed jointly. The County has taken action to place a County measure on the June 5, 2018 ballot. As discussed at prior City Council meetings, upon approval of the revenue sharing agreement by both the City and County, a separate City ballot measure is not needed.

Staff is recommending that the City and County enter into the tax sharing agreement prior to the March 7, 2018 meeting. If agreement is executed by both City and County, staff recommends that the Council does not place a City measure on the ballot, as two measures on the ballot will lessen that probability that either will be successful. In the event that the revenue sharing agreement is not approved by March 7, 2108, the City Council may feel compelled to place a City sales tax measure on the June 5, 2018 ballot.

**DISCUSSION:** Over the past two to three years and more recently within the past several weeks there have been multiple public discussions regarding the need and purpose of a sales tax increase. These discussions have taken place at City Council budget workshops, and other regular and special meetings of the City Council. General



fund sales tax revenues have trended upward in the past two years; however, the moderate increases are not enough to address projected expenses, nor will the moderate increases allow for additional services to be provided to the community.

Several citizens have expressed the need for additional public safety personnel, particularly law enforcement. With over 65 percent of the City's general fund already spent on public safety, the City will continue to dedicate a significant portion of its general fund revenue to public safety. Additional revenue into the City's general fund will provide the City Council with an opportunity to maintain existing levels of service within the community and also an opportunity to fund additional public safety programs and positions.

Susanville strives to be efficient and effective in providing service to the community. The City seeks to identify and obtain additional funding sources to maintain infrastructure, provide services and ensure that the City is doing its part to meet the public safety needs of the community. There is a growing concern that general fund revenues continue to lag while the cost of providing services are forecasted to increase.

As the City has looked at options to secure additional revenues, pursuing an increase to the Transaction and Use Tax sometimes referred to as a sales tax or a district tax, appears to have merit. It would allow the City to benefit from the many visitors that stop and shop as they are passing through the community and all of the funds generated would remain local and can be used for general services.

While many citizens oppose tax measures there has been considerable support in recent years for Transaction and Use Tax increases as the voters know that the revenue must be spent in their local communities on the services that they use and are not diverted to other parts of the state. In the last year, over 80 percent of the general tax measures of 0.5 percent or less have passed in California. When you take into account that many of these measures were in addition to existing sales tax measures already approved, it demonstrates strong support for this type of proposal.

**FISCAL IMPACT:** Estimated annual revenue of \$915,000. The estimated revenue from the proposed ordinance is consistent with what has been proposed in recent weeks and would result in a 0.5 percent increase in sales tax in the form of a district transaction and use tax.

**ACTION REQUESTED:** Waive first second reading and adopt Ordinance Number 18-1013, an ordinance of the City Council of the City of Susanville imposing a transaction and use tax to be administered by the California Department of Tax and Fee Administration.

**ATTACHMENTS:** Ordinance Number 18-1013.

**ORDINANCE NO. 18-1013**

**AN ORDINANCE OF THE CITY OF SUSANVILLE  
IMPOSING A TRANSACTIONS AND USE TAX TO BE  
ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SUSANVILLE:

Title 3 of the Susanville Municipal Code is hereby amended to add a new Chapter to be numbered, entitled and to read as follows:

**CHAPTER 3.40  
TRANSACTIONS AND USE TAX**

3.40.010 TITLE. This ordinance shall be known as the CITY OF SUSANVILLE Transactions and Use Tax Ordinance. The CITY OF SUSANVILLE hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

3.40.020 OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

3.40.030 PURPOSE. This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.40.040 CONTRACT WITH STATE. Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the

administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.40.050 TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 0.5% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

3.40.060 PLACE OF SALE. For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.40.070 USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 0.5% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.40.080 ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

3.40.090 LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt

from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

3.40.100 PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

3.40.110 EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect

use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

3.40.120 AMENDMENTS. All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

3.40.130 ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

3.40.140 SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

3.40.150 EFFECTIVE DATE. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately.

PASSED AND ADOPTED by the City Council of the City of Susanville,  
State of California, on \_\_\_\_\_, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Kathie Garnier, Mayor

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

Approved as to form: \_\_\_\_\_  
Jessica Ryan, City Attorney

AGENDA ITEM NO. 12B

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

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

**Submitted by:** Dan Newton, Interim City Administrator

**Action Date:** March 7, 2018

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Resolution 18-5485 placing a measure on the on the June 5, 2018 ballot for the purpose of imposing a one-half percent sales tax for general community services.

**PRESENTED BY:** Dan Newton, Interim City Administrator

**SUMMARY:** Adoption of Resolution 18-5485 is required to place a measure on the June 5, 2018 ballot imposing a one-half percent sales tax for general community services within the City of Susanville.

**FISCAL IMPACT:** Estimated revenue increase of \$915,000 annually.

**ACTION REQUESTED:** Approve Resolution 18-5485, placing a measure on the on the June 5, 2018 ballot for the purpose of imposing a one-half percent sales tax for general community services.

**ATTACHMENTS:** Resolution 18-5485

RESOLUTION NO. 18-5485

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE CALLING A SPECIAL MUNICIPAL ELECTION TO BE HELD ON JUNE 5, 2018, FOR THE PURPOSES OF APPROVING AN ORDINANCE IMPOSING A ONE-HALF PERCENT TRANSACTION AND USE TAX FOR GENERAL COMMUNITY SERVICES; REQUESTING THAT THE LASSEN COUNTY BOARD OF SUPERVISORS CONSOLIDATE THE ELECTION WITH THE STATEWIDE ELECTION; AUTHORIZING THE MAYOR TO PREPARE A WRITTEN ARGUMENT IN SUPPORT OF THE TAX MEASURE; AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS OF THE MEASURES

**WHEREAS**, a General election on Tuesday, June 5, 2018 has been called by Resolution No. 18-5464, adopted on January 3, 2018; and

**WHEREAS**, the City Council also feels compelled to submit to the voters at the election a question relating to impose a general transactions and use tax.

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

**Section 1.** The foregoing recitals are true and correct, and hereby incorporated by reference.

**Section 2.** Pursuant to California Constitution Article XIII C, section 2 and Elections Code section 9222, the City Council of the City of Susanville submits to the qualified voters of the City, a General Tax Measure (the "Tax Measure"), which if approved, would adopt a general retail transactions and use tax, as authorized by Revenue and Taxation Code section 7285.9. This Tax Measure shall be designated by letter by the Lassen County Elections Department. Pursuant to Election Code section 10400, et seq., the election for this Tax Measure is hereby called and shall be considered with the regular election to be conducted on June 5, 2018.

**Section 3.** The Tax Measure to be presented to the voters shall be as set forth below. This question requires the approval of a majority of qualified electors' casting votes:

PROPOSITION "___": To fund essential services, shall the City of Susanville enact a ½ percent retail transactions and use tax for general purposes?	Yes
	No

**Section 4.** The ordinance authorizing the general tax to be approved by the voters pursuant to Sections 2 and 3 of this resolution is set forth in full in **Exhibit A**, attached hereto.

**Section 5.** The City Clerk is authorized, instructed and directed to work with the Lassen County Registrar of Voters, as needed, in order to properly and lawfully conduct the election. The ballots to be used in the election shall be in the form and content as required by law. The Lassen County Registrar of Voters is authorized to canvass the return of the municipal election. In all Particulars not



recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

**Section 6.** The Board of Supervisors is requested to instruct its Registrar of Voters to provide such services as may be necessary for the holding of the consolidated election. The election shall be held in all respects as if there were only one election. The City of Susanville recognizes that the county will incur additional costs because of this consolidation and agrees to reimburse the county for those costs. The City Manager is hereby authorized and directed to expend the necessary funds to pay for the City's cost of placing the Tax Measure on the election ballot. Such services provided by the county may include, but are not limited to, the following:

- Publication of notices calling the election
- Publications of notices calling for ballot arguments
- Provision of voter lists
- Obtaining and staffing polling places
- Provision and delivery of precinct supplies
- Counting of ballots and certification of election
- Other election activities authorized by law
- All aspects of election not specified above may be agreed upon by the County Clerks and the City Manager

**Section 7.**

- a. Pursuant to California Elections Code section 9282, on behalf of the City Council, the Mayor is hereby authorized to prepare a written argument in favor of the proposed Tax Measure, not to exceed three hundred (300) words. At the Mayor's discretion, the arguments may also be signed by members of the City Council or a bona fide association of citizens, or by individual voters who are eligible to vote on the Tax Measure. In the event that an argument is filed against the Tax Measure, the Mayor is also authorized to prepare a rebuttal argument on behalf of the City Council, which may also be signed by members of the City Council or bona fide association of citizens, or by individual voters who are eligible to vote on the Measure.
- b. Pursuant to California Elections Code section 9280, the City Council hereby directs the City Clerk to transmit a certified copy of the Tax Measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the Tax Measure, not to exceed five hundred (500) words in length, showing the effect of the Tax Measure on the existing law and the operation of the Tax Measure, and transmit the impartial analysis to the Lassen County Registrar of Voters.
- c. Pursuant to California Election Code section 9285, when the City Clerk has selected the arguments for and against the Tax Measure, which will be printed and distributed to the voters, the City Clerk is directed to send copies of the arguments in favor of the Tax Measure to the authors of the arguments against, and copies of the arguments against to the authors of the arguments in favor.

**Section 8.** The City Clerk is directed to file certified copies of this resolution with the Board of Supervisors and the Registrar of Voters of the County of Lassen.

**Section 9.** The jurisdictional boundaries of the City of Susanville have not changed since the last General Municipal Election.

**Section 10.** This resolution shall become effective immediately upon its passage and adoption.

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

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

The foregoing Resolution was passed and adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of March, 2018, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

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

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

**EXHIBIT A**

Ordinance Authorizing General Transaction and Use Tax

**ORDINANCE NO. 18-1013**

**AN ORDINANCE OF THE CITY OF SUSANVILLE  
IMPOSING A TRANSACTIONS AND USE TAX TO BE  
ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SUSANVILLE:

Title 3 of the Susanville Municipal Code is hereby amended to add a new Chapter to be numbered, entitled and to read as follows:

**CHAPTER 3.40  
TRANSACTIONS AND USE TAX**

3.40.010 TITLE. This ordinance shall be known as the CITY OF SUSANVILLE Transactions and Use Tax Ordinance. The CITY OF SUSANVILLE hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

3.40.020 OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

3.40.030 PURPOSE. This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.40.040 CONTRACT WITH STATE. Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the

administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.40.050 TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 0.5% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

3.40.060 PLACE OF SALE. For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.40.070 USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 0.5% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.40.080 ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

3.40.090 LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt

from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

3.40.100 PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

3.40.110 EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect

use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

3.40.120 AMENDMENTS. All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

3.40.130 ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

3.40.140 SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

3.40.150 EFFECTIVE DATE. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately.

PASSED AND ADOPTED by the City Council of the City of Susanville,  
State of California, on \_\_\_\_\_, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Kathie Garnier, Mayor

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

Approved as to form: \_\_\_\_\_  
Jessica Ryan, City Attorney



Reviewed by:    Interim City Administrator  
   City Attorney

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

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

**Action Date:** March 7, 2018

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** March 2018 City Council Meeting Schedule

**PRESENTED BY:** Dan Newton, Interim City Administrator

**SUMMARY:** The City Council has scheduled three special meetings in March to conduct appeal hearings. The meetings will be held from 9:00 a.m. to 12:00 p.m. and 3:00 to 6:00 p.m. on March 19, 20, and 21, 2018. The City Council's regular meeting is scheduled for March 21, beginning with closed session at 6:00 p.m. Due to the potential duration of the special meeting of March 21<sup>st</sup>, staff is seeking to discuss options and consider alternatives for the regular meeting of March 21<sup>st</sup>.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Direction to staff.

**ATTACHMENTS:** None.