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

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

**Susanville City Council**  
**Regular Meeting ♦ City Council Chambers**  
**November 2, 2016 \* 6:00 p.m.**

*Call meeting to order*

*Roll call of Councilmembers present*

*Next Resolution No. 16-5337*

*Next Ordinance No. 16-1007*

- 1    **APPROVAL OF AGENDA:** (Additions and/or Deletions)
- 2    **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.
- 3    **CLOSED SESSION:**
  - A    PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
    1. Employee Status Report
    2. SRO Agreement
  - B    CONFERENCE WITH LEGAL COUNSEL – Existing litigation pursuant to Government Code §54956.9(d)(1):
    1. State of California, Lassen County Superior Court Case No. 59508; Rebecca Saylor v. City of Susanville
    2. State of California, Lassen County Superior Court Case No. 60052; Jacqueline Musick v. City of Susanville
  - C    CONFERENCE WITH LEGAL COUNSEL– Anticipated litigation pursuant to Government Code §54956.9(d)(2): two
- 4    **RETURN TO OPEN SESSION:** (recess if necessary)
  - *Reconvene in open session at 7:00 p.m.*
  - *Pledge of allegiance*
  - *Report any changes to agenda*
  - *Report any action out of Closed Session*
  - *Moment of Silence or Thought for the Day: Chief James Moore*
  - *Proclamations, awards or presentations by the City Council:*
    1. **Veteran's Day Proclamation**

**5      BUSINESS FROM THE FLOOR:**

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

**6      CONSENT CALENDAR:**

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

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

**7      PUBLIC HEARINGS: No business.**

**8      COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

**9      NEW BUSINESS:**

- A      Consider approval of **Resolution No. 16-5335** approving and authorizing Mayor to execute Recreation Ground Lease with the Honey Lake Valley Recreation Authority (HLVRA)
- B      Consider Lassen County Chamber request to sell alcohol at 2016 Magical Country Christmas event
- C      Consider establishment of 30 mph speed limit on Numa Road
- D      Consider establishment of speed zones at McKinley School, Meadowview School, and Diamond View School
- E      Consider Lassen Ale Works request to replace Water Main on Johnstonville Road

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

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

**12     CONTINUING BUSINESS:**

- A      Consider approval of **Resolution No. 16-5334** approving and authorizing Mayor to execute Memorandum of Understanding with the Professional/Technical Bargaining Unit for Fiscal Year 2016/2017 and 2017/2018
- B      Consider approval of **Resolution No. 16-5336** approving and authorizing Mayor to execute Memorandum of Understanding with the Administrative Bargaining Unit for Fiscal Year 2016/2017 and 2017/2018

**13     CITY ADMINISTRATOR'S REPORTS:**

- A      Administrative Services Update
- B      Fourth Street and Ash Street School Crossing

14 **COUNCIL ITEMS:**

A AB1234 travel reports;

15 **ADJOURNMENT:**

- ***The next regular City Council meeting will be held on November 16, 2016 at 6:00 p.m.***

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

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

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for November 2, 2016 in the areas designated on October 28, 2016.



Gwenna MacDonald, City Clerk

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

  X   Motion Only  
\_\_\_\_\_ Public Hearing  
\_\_\_\_\_ Resolution  
\_\_\_\_\_ Ordinance  
\_\_\_\_\_ Information

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

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Minutes of the City Council's September 21, 2016 meeting

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

**SUMMARY:** Attached for the Council's review are the minutes of the City Council's September 21, 2016 meeting.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Motion to waive oral reading and approve minutes of City Council's September 21, 2016 meeting.

**ATTACHMENTS:** Minutes: September 21, 2016

**SUSANVILLE CITY COUNCIL**  
**Regular Meeting Minutes**  
**September 21, 2016 – 6:00 p.m.**

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

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

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

**1      APPROVAL OF AGENDA:**

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

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

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

- A      PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
  - 1.    Police Chief
  - 2.    Golf Course Manager

Closed Session adjourned at 6:59 p.m.

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

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

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

Mayor pro tem Franco offered the Thought of the Day.

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

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

- A      Receive and file minutes from the City Council's August 17, 2016 regular meeting and August 24, 2016 special meeting
- B      Approve vendor warrants numbered 98225 through 98234 and 98243 through 98340 for a total of \$421,083.46 including \$129,280.30 in payroll warrants
- C      Receive and file Finance Reports: August 2016
- D      Consider approval of **Resolution No. 16-5321** authorizing closure of Main Street on December 3, 2016 for Lassen County Chamber of Commerce 2016 Magical Country Christmas celebration

- E Consider approval of **Resolution No. 16-5323** authorizing closure of Richmond Road on October 8, 2016 for Rails to Trails event
- F Consider approval of **Resolution No. 16-5324** authorizing closure of Main Street on October 31, 2016 for Safe and Sane Halloween event
- G Consider approval of **Resolution No. 16-5322** authorizing street closure on October 4-5, 2016 for the Union Street Head Start "Car Seat Safety Check

Councilmember Wilson requested the removal of Item 6G for separate discussion.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve Consent Calendar Item 6A through 6F; motion carried. Ayes: Wilson, Franco, De Boer and Garnier. Absent: Stafford.

Mr. Newton explained that Sierra Cascade Family Opportunities, Inc. is conducting car seat safety checks at the Union Head State Center on October 4 and 5, 2016. The California Highway Patrol will be providing the service at no cost and providing information to families to ensure the correct installation of the seats. A closure of Union Street between Main and Nevada has been requested to provide additional safety for participants.

Councilmember Wilson asked if there would be adequate parking for the event.

A representative from Sierra Cascade Family Opportunities explained that it is not expected that the checks will take an extensive amount of time, and they plan to limit street parking the night before the event along Nevada Street in order to provide additional parking for participants. The street closure request is to ensure the safety of the families and children who will be on site during the safety checks.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution No. 16-5322; motion carried. Ayes: Wilson, Franco, De Boer and Garnier. Absent: Stafford.

**7      PUBLIC HEARINGS:** No business.

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

**9      NEW BUSINESS:**

**9A      Consider approval of Resolution No. 16-5317 amending appendix of designated positions in City of Susanville Conflict of Interest Code** Ms. MacDonald reported that the Political Reform Act requires that those who serve on Commissions and Boards disclose financial information in order to prevent any potential conflicts that may arise during the decision making process that is involved with their service. It also requires that the City adopt a Conflict of Interest Code which includes the designated positions for elected officials as well as those employees whose responsibilities may involve a higher level of decision making. The list is reviewed every other year, and updated to reflect changes in staffing and job responsibilities.

Mr. Hancock noted that the levels of disclosure required are categorically established and not hierarchical in nature and the level of disclosure corresponds with the decisions being made by the individuals in the category. The Conflict of Interest Code has been amended to reflect the current approved position list.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve Resolution No. 16-5317; motion carried. Ayes: Wilson, Franco, De Boer and Garnier. Absent: Stafford.

**9B Consider approval of Resolution No. 16-5318 authorizing City Administrator to execute agreement with the California Department of Transportation for the City of Susanville Paul Bunyan Connectivity Study** Mr. Hancock explained that the Paul Bunyan Connectivity Plan is the project envisioned to connect Skyline Road with Ranch Park by the installation of paths and walkways to meet the needs of pedestrian and bicycle transportation within that part of the community. In order to apply for funding to construct these types of projects, it is necessary to complete studies and preliminary design plans prior to application for project funding. The City submitted an application for the study through the Caltrans Sustainable Communities Grant and was notified that the application has been successful. The program offers funding for transportation planning progress and the Connectivity Study will examine transportation needs and constraints including intersection improvements, construction of curbs, gutters and sidewalks, and will provide the planning foundation for multi-modal improvement projects in the area. The study will be used to prepare descriptions for the project, help to prioritize project components and lead to more competitive applications for project funding. The grant funding awarded is \$111,548 with a required cash match of \$15,452. The City will request \$9,394 from the Regional Planning Assistance funds from the Lassen County Transportation Commission and provide \$5,058 generated through in-kind services.

Councilmember Wilson asked if the Board of Supervisors has been notified regarding the project.

**Jim Chapman**, District 2 Supervisor, discussed property ownership and improvement issues, adding that it was important to enhance the south entrance of Ranch Park.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve Resolution No. 16-5318; motion carried. Ayes: Wilson, Franco, De Boer and Garnier. Absent: Stafford.

**9C Consider approval of Resolution No. 16-5325 authorizing Geothermal supply line extension to serve the community pool** Mr. Newton stated that the Public Works Department has been approached by the Honey Lake Valley Recreation Authority (HLVRA) regarding a proposed extension of the geothermal supply line located in South Street to serve the new community swimming pool. The geothermal water provided to the Roosevelt Pool was obtained through a return line in South Street west of the pool site and was not returned to the City system, but released into Ramsey Ditch. The installation of a supply line from the existing point west of the pool site would provide a higher quality of water to use in heating the facility. Staff has prepared an engineer's estimate for the installation of a new geothermal supply line from South Street to a connection point near the northwest corner of the new pool site. The majority of the equipment and labor would be provided by the Public Works Department, and it is a good opportunity to make improvements to the geothermal system. The Geothermal Fund has a balance of \$312,000 and it is anticipated the cost of installing the line will be \$31,000 which includes all labor and materials.

Mayor pro tem Franco asked what the expected useful life of the pipe is.

Mr. Newton explained that the pipe is lined with concrete in order to be resistant to the corrosion caused from chemical nature of the water, and high-temperature gaskets are used due to the high water temperatures, and it should last at least 50 years.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution No. 16-5325; motion carried. Ayes: Wilson, Franco, De Boer and Garnier. Absent: Stafford.

**Jim Chapman**, District 2 Supervisor, stated that he was happy to see the item on the agenda, and he thanked the City Council for voting to support it, as it demonstrates the City's commitment to the community pool project. He thanked staff for following through and carrying forward the HLVRA's dedication to geothermal.

**9D Consider approval of Resolution No. 16-5327 establishing meeting time for Susanville Airport Commission** Mr. Hancock reported that at the September 12, 2016 meeting of the Susanville Airport Commission, the Commission voted unanimously to submit a request to the City Council to modify the meeting schedule. Currently, the Commission meets every other month on the second Monday at 5:15 p.m., and they have requested to move the meeting to the second Thursday at 5:15 p.m. The Commission is also aware that they have the ability to schedule a properly noticed special meeting in the event they need to consider urgent matters. Staff recommends the request be granted, beginning with the November 10, 2016 meeting.

Motion by Councilmember Wilson, second by Mayor pro tem Franco to approve Resolution No. 16-5327; motion carried. Ayes: Wilson, Franco, De Boer and Garnier. Absent: Stafford.

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

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

**12 CONTINUING BUSINESS:**

**12A Consider approval of Resolution No. 16-5326 authorizing approval of STIP SC2 and SC3 material testing award** Mr. Newton explained that the City awarded 2016 STIP Projects SC2 and SC3 to S.T. Rhoades Construction, and as part of the project, requires material testing and related technical services to meet quality control program requirements. A Request for Qualifications was circulated and the City received three proposals, with the firm of Pavement Engineering Inc. (PEI) of Redding determined to be the most qualified. The proposal cost is \$32,000 and they have extensive experience with Caltrans projects. Funding for the project comes from the State Transportation Improvement Program (STIP), and no local funds will be used for this project.

Mayor pro tem Franco asked when during the construction process are the tests conducted, and when the paving is anticipated to begin.

Mr. Newton responded that they test the subgrade prior to paving, before compaction, and again after compaction at the site. He stated that paving began today, and it is expected to wrap up within a week or two. The pavement work being completed by Dig It Construction and the work done by S.T. Rhoades cannot be done simultaneously, and the streets assigned to S.T. Rhoades have not been torn up yet, as it is unlikely they would be completed before the end of the 2016 construction season. Their contract does allow for a winter suspension.

Mayor Garnier commented that it was exciting to see all of the improvements being completed and the streets chosen reflect a good prioritization of work.



Motion by Mayor pro tem Franco, second by Councilmember De Boer, to approve Resolution No. 16-5326; motion carried. Ayes: Wilson, Franco, De Boer and Garnier. Absent: Stafford.

**12B Consider approval of Resolution No. 16-5320 adopting the September 2016 Water Rate Analysis and Calculations Report** Mr. Newton reported that the City Council held a water rate workshop on August 24, 2016, and as a result of the feedback and discussion, directed staff to modify the Water Rate Analysis and Calculations Report. This analysis is the basis for determining the cost to provide water service and identifies the rate structure needed to recover cost of operations and maintenance. The report revises the five year Capital Improvement Plan and proposes a rate structure that includes an infrastructure surcharge. At its September 7, 2016 meeting, the City Council discussed two rate alternatives: one included an infrastructure surcharge to cover costs of system maintenance and upgrades, and it left the base rate unchanged while modifying the quantity rate. The other alternative included no infrastructure surcharge, left the base rate unchanged and increased the quantity rate. Council directed staff to move forward with modifying the Water Rate Analysis and Calculations report to reflect CIP changes and implementation of the infrastructure surcharge alternative.

Mr. Newton gave an overview of the September 2016 Water Rate Analysis and Calculations Report and stated that approval of the report is the first step in the process to modify the existing water rate structure, and it does not include the cost to replace all of the deteriorated infrastructure, but does provide for the replacement of a significant number of water mains and service laterals over the next five years. Costs identified include an annual increase of two percent for personnel, services and supply costs, as well as the cost to complete a water system master plan within the next five years. Approval of the Water Rate Analysis and Calculations Report will supersede the previous report adopted by City Council.

Mr. Newton explained that an additional item has been included for Council's consideration, which is an alternative that would implement a monthly infrastructure surcharge based on meter size. Meter size correlates to the demand a customer places on the water system and a tiered infrastructure surcharge would generate additional revenue of \$25,570 above the fixed infrastructure surcharge that is presented in the report.

Mr. Newton explained that upon approval of the Report, a public hearing would be scheduled that allows 45 days for property owners that are customers of the City's water system to protest the rate increase. Notices must be mailed to property owners that detail the proposed rate increase with instructions on how to protest. If the majority of property owners protest the increase, then the rate cannot be adopted.

Mr. Hancock added that he asked Mr. Newton to prepare the information regarding a tiered surcharge based on meter size. Up until this point, the water rate has been focused primarily on residential customers. The really large customers are more expensive in the cost to install services and while a lot of it is factored into the rate structure already, staff wanted to include it as an option for City Council to consider.

Mayor Garnier stated that she is still on the fence about the options presented and suggested setting aside the infrastructure surcharge on the billing to be clear to customers what portion of their bill is being dedicated to system improvements. She stated that she is concerned about having the discussion with one council member absent.

Mayor pro tem Franco stated that he has no problem postponing consideration of the item until all five councilmembers are present.

Mr. Newton commented that it is important to have all of the information available to be included on the notification for the public hearing, which has to include the specific rates that are being proposed.

Councilmember De Boer moved to postpone consideration of the item until all members of the Council were present; Mayor pro tem Franco provided a second.

Councilmember Wilson stated that based on prior commitments, the whole Council will not be seated until the first meeting of November and he is concerned with delaying the process.

Jim Chapman, District 2 Supervisor, commented that he has not been present for the previous discussions regarding the water rates, but he is concerned with any proposal that puts the collection of revenue and priorities for spending too far out into the future. Councils change and staff changes and what is proposed to be accomplished now may change in ten years. He likes the idea of the bill illustrating that a certain amount is set aside for system improvements, and the cost of improvements should be borne by the larger water users. He appreciates all of the work that the public works staff has put into the report, and said that he was in favor of a tiered infrastructure surcharge that would be revisited in five years.

**David Teeter**, Supervisor Elect, District 2, applauded the Council for making the hard decisions, as the City needs money to upgrade the system. He understands the concern with the surcharge but the system needs work and upgrades will be expensive.

Councilmember Wilson stated that nobody on the Council is opposed to an increase, and they even heard that feedback from the public. There are four members of the Council present, and he stated that it should be put to a vote.

Councilmember De Boer stated that he rescinded his motion to postpone consideration of the item.

Mr. Hancock asked if the Council had any comments or discussion regarding the option of a tiered surcharge.

Mayor Garnier responded that she believed a tiered surcharge would be fair.

Mr. Hancock requested that if a motion is made, it should include the preference of a tiered surcharge, or a flat \$15 surcharge regardless of meter size.

Motion by Mayor pro tem Franco, second by Councilmember De Boer, to approve Resolution No. 16-5320 with the inclusion of the tiered surcharge as proposed; motion carried. Ayes: Franco, De Boer and Garnier. No: Wilson. Absent: Stafford.

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

**13A 2016 AB1234 Ethics Training Update** Mr. Hancock informed the City Council that the opportunity to meet the biennial ethics training requirements as established by AB1234 is being offered at no cost to elected and appointed officials in Lassen County on November 3, 2016 between 10:00 a.m. and 12:00 noon. The training is being coordinated by LAFCo Executive Director John Benoit, and will be held at the Veteran's Memorial Building. Participants are being asked to RSVP to secure their place at the training. All Councilmembers present requested that the RSVP be submitted on their behalf.

**13B Cameron Park Update** Mr. Hancock reported that a workshop was conducted on September 6<sup>th</sup> to obtain feedback and comments from the community regarding the proposed Cameron Neighborhood Park in the northern part of Susanville. Community members attended and provided a number of comments, concerns and requested that certain changes be implemented in the Park Design Master Plan. Staff summarized those points and is asking for formal determination from City Council regarding including the suggested items. Mr. Hancock reviewed the five additional items as follows:

- Community member's requested that the BBQ pits be removed. Concerns were raised regarding the potential of wildfire hazards, and that the BBQ pits would encourage park users from other city neighborhoods to congregate for longer periods of time. The potential for the BBQ areas to become littered with spent charcoal briquettes and trash is increased with food and beverage packaging.
- Play features for children 8 years and under to be the center play structure focus rather than features for older children.
- Attendees discussed night safety concerns and suggested additional pedestrian level lighting to be added to the park design. A few potential lighting designs were discussed to assist in deterring unwanted park activities while not disturbing neighboring homeowners with light pollution.
- The removal of the bridge on the north end of the park was suggested. Community members were concerned that the informal trail network that exists north of the proposed Cameron Park would be memorialized if the bridge structure is included. Community members expressed concerns with pedestrians traveling from the north end of the Cameron Way neighborhood to Cameron Way and included car burglary and theft and trespassing into homeowner's yards.
- Community members were concerned with the tall grasses that currently exist north of Cameron Way in and along the main drainage to the northwest of the proposed park and suggested a regular maintenance and mowing schedule be implemented to keep the drainage unobstructed if the park is constructed.

Mr. Hancock added that at the beginning of the workshop, the attendees were hesitant to support the placement of a neighborhood park in the Cameron Way area. After an active discussion took place, the public members who attended were unanimous in their acceptance and support of the Cameron Park and the benefit it would bring to the neighborhood. An additional request was presented to limit the park use time to sunrise and sunset.

Mayor Garnier commented that the park would be for use by the community in the whole north section of town, and not just a few neighbors who live in the immediate vicinity.

Mr. Hancock stated that the location of the park was identified as future park space on the original subdivision maps, which is good in the sense that the location has been in place since the residents first purchased their homes. While some homeowners may feel that it would diminish their property value, there really is no other location in that part of town that would be suitable.

Councilmember Wilson stated that one problem with the Skyline Park is water, and while the City has a well across the road on the Nathan Property, it is cost prohibitive at this point to lay the infrastructure to bring water to it. Any time you move into an existing neighborhood there will be protest by the neighbors, as the City saw with the Sierra Road property. It was designed to be a park, and it is centrally located. He added that he has a hard time with all of the suggested restrictions.

Mayor pro tem Franco stated that he had to agree, as the City does not have enough of these smaller neighborhood parks in the community.

Councilmember Wilson stated that the main restriction is that there is only \$200,000 or less in the Park Mitigation fund.

Mr. Hancock commented that it was important to put into context that while the City has other larger, heavily used parks that include ball fields and are designed for the type of activity that people normally associate with a city park, there are no existing neighborhood parks in town. These are usually smaller spaces with no bathroom facilities or water fountains, and they serve as neighborhood gathering places for people in the immediate areas.

Mayor pro tem Franco stated that he is surprised that it received any negative feedback from the neighbors.

Councilmember Wilson stated that many people see these types of parks as attractive nuisances.

Mr. Hancock responded that with these types of projects, the people who want to see the improvements do not normally come to the meetings. The people who do come normally live adjacent to the Park or want to influence the project so that it does not happen. Much of the feedback changes depending on who attends the meeting. He requested feedback from the City Council regarding the list of items that was provided.

It was the consensus of the Council that there would be no bridge and that the barbecue pit would be included, and the play equipment should be geared towards children of all age groups. The design would include options for low-lighting, and the schedule would be the same as the existing parks in town. The Council was in agreement that an alternative could be included that would incorporate a future bathroom and drinking fountain.

Mr. Hancock added that the post office was supportive of relocating the mail boxes, however they would not pay for the cost of relocation.

Councilmember Wilson commented that while the use of natural logs as play features was creative, he would prefer to see prefabricated play equipment that would require less long term maintenance.

It was the consensus of the City Council to make the changes to the design plan as discussed and consider the option of changing to prefabricated equipment.

**14     COUNCIL ITEMS:**

**14A    AB1234 travel reports:**

Councilmember Wilson requested that an item be brought forward to discuss the proposed utility rates for the swimming pool facility, noting that he would be supportive of establishing a wholesale utility rate.

Mayor pro tem Franco requested an update be provided regarding the status of construction.

**15     ADJOURNMENT:**

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

Meeting adjourned at 8:32 p.m.

Respectfully submitted by

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Kathie Garnier, Mayor

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Gwenna MacDonald, City Clerk

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

AGENDA ITEM NO. 6B

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

X Motion only  
\_\_\_\_\_ Public Hearing  
\_\_\_\_\_ Resolution  
\_\_\_\_\_ Ordinance  
\_\_\_\_\_ Information

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

**Action Date:** October 25, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Vendor and Payroll Warrants

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

**SUMMARY:** Warrants dated October 12<sup>th</sup> through October 25<sup>th</sup> numbered 98597 through 98725.

**FISCAL IMPACT:** Accounts Payable vendor warrants totaling \$ 565,692.77 plus \$230,494.98 in payroll warrants, for a total of \$ 796,187.75.

**ACTION**

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

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

## Report Criteria:

Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
10/07/2016	CDPT	10/12/2016	561	CITY OF SUSANVILLE PA	1	7650-2203-1	7,582.81-
10/07/2016	CDPT	10/12/2016	561	CITY OF SUSANVILLE PA	1	7650-2203-1	7,582.81-
10/07/2016	CDPT	10/12/2016	561	CITY OF SUSANVILLE PA	1	7650-2203-1	2,371.18-
10/07/2016	CDPT	10/12/2016	561	CITY OF SUSANVILLE PA	1	7650-2203-1	2,371.18-
10/07/2016	CDPT	10/12/2016	561	CITY OF SUSANVILLE PA	1	7650-2203-1	19,395.97-
10/07/2016	CDPT	10/12/2016	562	EMPLOYMENT DEV. DEP	6	7650-2203-1	5,809.52-
10/07/2016	CDPT	10/12/2016	563	EMPLOYMENT DEV DEP	7	7650-2203-1	1,379.64-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	741.45-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	5,785.32-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	1,799.22-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	2,680.39-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	379.81-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	1,594.94-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	132.62-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	87.57-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	1,176.81-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	1,229.41-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	1,472.57-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	1,547.11-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	815.21-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	856.48-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	16.00-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	4,013.09-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	887.79-
10/07/2016	CDPT	10/12/2016	564	P.E.R.S.	8	7650-2203-1	2,063.70-
10/07/2016	CDPT	10/12/2016	98607	CA STATE DISBURSEME	36	7650-2203-0	103.84-
10/07/2016	CDPT	10/12/2016	98608	CA STATE DISBURSEME	37	7650-2203-0	69.23-
10/07/2016	CDPT	10/12/2016	98609	NATIONWIDE RETIREME	5	7650-2203-0	965.00-
10/07/2016	CDPT	10/12/2016	98610	STATE OF CALIF FRAN T	41	7650-2203-0	25.00-
10/07/2016	CDPT	10/12/2016	98611	VALIC	4	7650-2203-0	1,917.62-
10/07/2016	CDPT	10/12/2016	98612	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
Grand Totals:			31				76,915.29-

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
10/16	10/13/2016	98613	8723		REFUND GAS DEPOSIT	10228190002	1	7401-2228-000	DEPOSITS-CUSTOMER	189.38	189.38
Total 10228190002:											
10/16	10/13/2016	98614	21	AIRGAS USA, LLC	CHLORINE- WATER	9055655087	1	7110-430-42-46	SUPPLIES-GENERAL	374.84	374.84
Total 9055655087:											
10/16	10/13/2016	98615	40	AMPS ELECTRIC	REPAIR PUMPING STATION-WA	2333	1	7110-430-42-44	REPAIR AND MAINTENANCE-F	1,135.68	1,135.68
Total 2333:											
10/16	10/13/2016	98615	40	AMPS ELECTRIC	FACILITY REPAIR-AIRPORT	2341	1	7201-430-81-44	REPAIR AND MAINTENANCE-F	95.00	95.00
Total 2341:											
10/16	10/13/2016	98616	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES 09/29/16	634833374	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 634833374:											
10/16	10/13/2016	98616	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 09/29/16-G	634833389	1	7401-430-62-44	LINEN SERVICES	51.73	51.73
Total 634833389:											
10/16	10/13/2016	98616	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 09/29/16-ST	634833390	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 634833390:											
10/16	10/13/2016	98616	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 09/29/16-W	634833391	1	7110-430-42-44	LINEN SERVICE	40.80	40.80
Total 634833391:											
10/16	10/13/2016	98617	1070	AT&T MOBILITY	WIRELESS PHONES POLICE	835956037X10012016	1	1000-421-10-45	COMMUNICATIONS	112.12	112.12



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 635956037X10012016:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	CITY HALL PHONES	4028 092516	1	1000-417-10-45	COMMUNICATIONS	541.11	541.11
10/16	10/13/2016	98618	884	BANK OF AMERICA	ADVERTISING	4028 092516	2	1000-416-10-45	ADVERTISING	450.00	450.00
										991.11	991.11
Total 4028 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	PRO SHOP SUPPLIES-GC	4093 092516	1	1000-413-20-45	TRAVEL	333.70	333.70
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES	4093 092516	2	7530-451-55-46	SUPPLIES - GENERAL	40.00	40.00
10/16	10/13/2016	98618	884	BANK OF AMERICA	MEMBERSHIP DUES	4093 092516	3	1000-417-10-46	SUPPLIES-GENERAL	122.22	122.22
10/16	10/13/2016	98618	884	BANK OF AMERICA	ADVERTISING	4093 092516	4	1000-411-40-48	DUES AND MEMBERSHIPS	118.00	118.00
10/16	10/13/2016	98618	884	BANK OF AMERICA	BOOKS-BUILDING	4093 092516	5	1000-416-10-45	ADVERTISING	645.00	645.00
10/16	10/13/2016	98618	884	BANK OF AMERICA	BOOKS-BUILDING	4093 092516	6	1000-424-20-46	BOOKS AND PERIODICALS	719.18	719.18
10/16	10/13/2016	98618	884	BANK OF AMERICA	MEMORIAL PARK LIGHTS-PAR	4093 092516	7	1000-419-10-46	BOOKS AND PERIODICALS	719.17	719.17
10/16	10/13/2016	98618	884	BANK OF AMERICA	ADVERTISING	4093 092516	8	1000-452-20-44	MISC - REPAIR & MAINTENANC	733.41	733.41
10/16	10/13/2016	98618	884	BANK OF AMERICA	ADVERTISING	4093 092516	9	1000-416-10-45	ADVERTISING	300.00-	300.00-
										3,130.68	3,130.68
Total 4093 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA		4259 092516	1	1000-421-10-45	TRAINING	361.42	361.42
										361.42	361.42
Total 4259 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	MEMBERSHIP DUES-PW	5203 092516	1	7620-430-11-48	DUES AND MEMBERSHIPS	154.90	154.90
										154.90	154.90
Total 5203 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	REPAIR & MAINT-PD	5488 092516	1	1000-421-10-44	FIREARM - REPAIR & MAINTEN	80.37	80.37
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES-PD	5488 092516	2	1000-421-10-46	SUPPLIES-SAFETY ITEMS	9.00	9.00
10/16	10/13/2016	98618	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	5488 092516	3	1000-421-10-45	INVESTIGATIVE FUNDS	41.90	41.90
										131.27	131.27
Total 5488 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES-PW	7454 092516	1	7620-430-10-46	SUPPLIES-GENERAL	57.73	57.73
10/16	10/13/2016	98618	884	BANK OF AMERICA	MEMBERSHIP DUES-PW	7454 092516	2	7620-430-10-48	DUES AND MEMBERSHIPS	969.89	969.89
10/16	10/13/2016	98618	884	BANK OF AMERICA	REPAIR & MAINT-STREETS	7454 092516	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	473.30	473.30
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES-STREETS	7454 092516	4	2007-431-20-46	SUPPLIES-GENERAL	328.77	328.77
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES-PW	7454 092516	5	7620-430-10-46	SUPPLIES-SMALL TOOLS	146.73	146.73

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES-GC	7454 092516	6	7530-451-52-46	SUPPLIES-GENERAL	93.45	93.45
Total 7454 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	VEHICLE MAINTENANCE #61-G	7575 092516	1	7401-430-62-45	TRAVEL	519.92	519.92
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES-GAS	7575 092516	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	410.38	410.38
10/16	10/13/2016	98618	884	BANK OF AMERICA		7575 092516	3	7401-430-62-46	SUPPLIES-GENERAL	74.48	74.48
Total 7575 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	FUEL-FD	7979 092516	1	1000-422-10-46	GASOLINE	765.31	765.31
10/16	10/13/2016	98618	884	BANK OF AMERICA	POSTAGE-FD	7979 092516	2	1000-425-20-46	POSTAGE	6.68	6.68
10/16	10/13/2016	98618	884	BANK OF AMERICA	SUPPLIES-FD	7979 092516	3	1000-422-10-46	SUPPLIES-GENERAL	70.38	70.38
10/16	10/13/2016	98618	884	BANK OF AMERICA	JANITORIAL-FD	7979 092516	4	1000-422-10-46	SUPPLIES-JANITORIAL	9.11	9.11
10/16	10/13/2016	98618	884	BANK OF AMERICA	VOLUNTEER MEAL-FD	7979 092516	5	1000-422-10-43	VOLUNTEERS	220.59	220.59
Total 7979 092516:											
10/16	10/13/2016	98618	884	BANK OF AMERICA	JANITORIAL-GC	9430 092516	1	7530-451-52-46	JANITORIAL SUPPLIES	27.38	27.38
10/16	10/13/2016	98618	884	BANK OF AMERICA	PRO SHOP SUPPLIES-GC	9430 092516	2	7530-451-55-46	SUPPLIES - GENERAL	204.43	204.43
10/16	10/13/2016	98618	884	BANK OF AMERICA	MAINTENANCE-GC	9430 092516	3	7530-451-52-44	REPAIR & MAINTENANCE - MIS	473.28	473.28
Total 9430 092516:											
10/16	10/13/2016	98619	6915		REFUND WATER DEPOSIT	10223850004	1	7110-2228-000	DEPOSITS-CUSTOMER	22.81	22.81
10/16	10/13/2016	98619	6915		REFUND GAS DEPOSIT	10223850004	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10223850004:											
10/16	10/13/2016	98620	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	366547	1	1000-452-20-46	SUPPLIES-GENERAL	48.34	48.34
Total 366547:											
10/16	10/13/2016	98620	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	367205	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	45.43	45.43
Total 367205:											
10/16	10/13/2016	98620	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	367423	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	108.92	108.92



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
10/16	10/13/2016	98620	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	368198	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	172.04	172.04
Total 368198:											
10/16	10/13/2016	98620	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	368200	1	1000-452-20-47	MACHINERY AND EQUIPMENT	28.59	28.59
Total 368200:											
10/16	10/13/2016	98621	8667	BROWNELLS INC	MAGAZINE-PD	13075971.00	1	1000-421-10-47	EQUIPMENT - SAFETY	209.98	209.98
Total 13075971.00:											
10/16	10/13/2016	98622	1307	C&S WASTE SOLUTIONS	110 NORTH ST	110NORTH 100116	1	1000-452-20-44	DISPOSAL	234.65	234.65
Total 110NORTH 100116:											
10/16	10/13/2016	98622	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	470895CIRCLEDR 10116	1	7530-451-52-44	DISPOSAL	193.08	193.08
Total 470895CIRCLEDR 10116:											
10/16	10/13/2016	98622	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SLV5 100116	1	1000-452-20-44	DISPOSAL	193.08	193.08
Total SLV5 100116:											
10/16	10/13/2016	98622	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 100116	1	1000-417-10-44	DISPOSAL	160.42	160.42
Total SVL2 100116:											
10/16	10/13/2016	98623	115	CASELLE INC.	SOFTWARE SUPPORT 11/16	75987	1	1000-417-10-43	TECHNICAL SVCS	1,258.00	1,258.00
Total 75987:											
10/16	10/13/2016	98624	1354	CENTRAL JANITOR'S SU	JANITOR SUPPLIES-FD	738028	1	1000-422-10-46	SUPPLIES-JANITORIAL	12.08	12.08
Total 738028:											
10/16	10/13/2016	98625	1565	DIRTY JOE'S CAR WASH	CAR WASH	132202	1	1000-417-10-44	MISC - REPAIR & MAINTENANC	12.00	12.00

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 132202:											
10/16	10/13/2016	98626	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	677799A	1	7110-430-42-43	TECHNICAL SVCS	12.00	12.00
Total 677799A:											
10/16	10/13/2016	98626	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	677800A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 677800A:											
10/16	10/13/2016	98626	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	677802A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 677802A:											
10/16	10/13/2016	98626	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	678038A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00
Total 678038A:											
10/16	10/13/2016	98626	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	678039A	1	7110-430-42-43	TECHNICAL SVCS	27.00	27.00
Total 678039A:											
10/16	10/13/2016	98626	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	678040A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 678040A:											
10/16	10/13/2016	98626	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	678300A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 678300A:											
10/16	10/13/2016	98627	257	FOREST OFFICE EQUIP	SALES TAX	11079-1	1	1000-416-10-45	ADVERTISING	17.84	17.84
Total 11079-1:											
10/16	10/13/2016	98627	257	FOREST OFFICE EQUIP	KYOCERA COPIER 9/16-PW	7870	1	7620-430-10-43	TECHNICAL SVCS	798.97	798.97
Total 7870:											
Total 798.97											798.97

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
10/16	10/13/2016	98627	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	7871	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
10/16	10/13/2016	98627	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	7871	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
Total 7871:										84.00	84.00
10/16	10/13/2016	98628	1063		TR EX	SANTA BARB	1	1000-411-10-45	TRAVEL	1,366.95	1,366.95
Total 101216:										1,366.95	1,366.95
10/16	10/13/2016	98629	265	FRONTIER	257-1000 DSL SERVICE	1000 100516	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
10/16	10/13/2016	98629	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 100516	2	7110-430-42-45	COMMUNICATIONS	24.15	24.15
10/16	10/13/2016	98629	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 100516	3	7401-430-62-45	COMMUNICATIONS	24.15	24.15
10/16	10/13/2016	98629	265	FRONTIER	257-1000 ADMIN FAX	1000 100516	4	1000-413-20-45	COMMUNICATIONS	61.10	61.10
10/16	10/13/2016	98629	265	FRONTIER	257-1000 CITY CLERK FAX	1000 100516	5	1000-411-40-45	COMMUNICATIONS	61.10	61.10
10/16	10/13/2016	98629	265	FRONTIER	257-1000 CITY CLERK	1000 100516	6	1000-411-40-45	COMMUNICATIONS	4.56	4.56
10/16	10/13/2016	98629	265	FRONTIER	257-1000 FINANCE	1000 100516	7	1000-415-10-45	COMMUNICATIONS	4.56	4.56
10/16	10/13/2016	98629	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 100516	8	1000-419-10-45	COMMUNICATIONS	4.56	4.56
10/16	10/13/2016	98629	265	FRONTIER	257-1000 CITY HALL	1000 100516	9	1000-419-10-45	COMMUNICATIONS	223.97	223.97
10/16	10/13/2016	98629	265	FRONTIER	257-1000 ADMIN	1000 100516	10	1000-413-20-45	COMMUNICATIONS	23.69	23.69
Total 1000 100516:										576.84	576.84
10/16	10/13/2016	98629	265	FRONTIER	257-1033 PARKS	1033 100516	1	1000-452-20-45	COMMUNICATIONS	226.20	226.20
Total 1033 100516:										226.20	226.20
10/16	10/13/2016	98629	265	FRONTIER	257-2620 GOLF COURSE	2520 100116	1	7530-451-52-45	COMMUNICATIONS	312.88	312.88
Total 2620 100116:										312.88	312.88
10/16	10/13/2016	98629	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 100516	1	1000-417-10-45	COMMUNICATIONS	64.49	64.49
Total 2960 100516:										64.49	64.49
10/16	10/13/2016	98630	1289	FULL SPECTRUM INC	SCADA WELL 3 6/4-9/19-WATER	20160920	1	7110-430-42-43	TECHNICAL SVCS	760.00	760.00
Total 20160920:										760.00	760.00
10/16	10/13/2016	98631	1148	GREATAMERICA FINANC	COPIER LEASE 9/16-PW	19436895	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	364.78	364.78

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 19436995:											
10/16	10/13/2016	98632	288		REIMBURSE HEALTH INS	101116	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	69.02	69.02
Total 101116:											
10/16	10/13/2016	98633	8724		REFUND GAS DEPOSIT	10241870011	1	7401-2228-000	DEPOSITS-CUSTOMER	3.62	3.62
Total 10241870011:											
10/16	10/13/2016	98634	312	HISTORIC USA	9/16 COLLECTIONS, NET	101116	1	8401-2228-000	DEPOSITS PAYABLE	627.59	627.59
10/16	10/13/2016	98634	312	HISTORIC USA	5%FEE 9/16 COLLECTIONS	101116	2	8401-2228-000	DEPOSITS PAYABLE	33.03	33.03
10/16	10/13/2016	98634	312	HISTORIC USA	5%FEE 9/16 COLLECTIONS	101116	3	1000-415-10-34	REIMBURSEMENTS (HUSALAF	33.03-	33.03-
Total 101116:											
10/16	10/13/2016	98635	1362	IRON MOUNTAIN INFO. M	SHEDDING 9/16-PD	MZT6228	1	1000-421-10-44	DISPOSAL	56.08	56.08
Total MZT6228:											
10/16	10/13/2016	98636	335	J.W. WOOD CO INC	SUPPLIES-GAS	92798	1	7401-430-62-46	SUPPLIES-GENERAL	8.93	8.93
Total 92798:											
10/16	10/13/2016	98636	335	J.W. WOOD CO INC	SUPPLIES-GAS	92838	1	7401-430-62-46	SUPPLIES-GENERAL	14.92	14.92
Total 92838:											
10/16	10/13/2016	98636	335	J.W. WOOD CO INC	SUPPLIES-GAS	92859	1	7401-430-62-46	SUPPLIES-GENERAL	3.98	3.98
Total 92859:											
10/16	10/13/2016	98637	1504	JESSICA ANN RYAN	PROFESSIONAL SERVICES 9/1	100716	1	1000-412-10-43	PROFESSIONAL SVCS	2,575.00	2,575.00
Total 100716:											
10/16	10/13/2016	98638	8728		REFUND GAS DEPOSIT	10241650005	1	7401-2228-000	DEPOSITS-CUSTOMER	163.09	163.09

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 10241650005:											
10/16	10/13/2016	98639	365	KEN'S APPLANCE	IGNITOR-GAS	60062	1	7401-430-62-46	SUPPLIES-GENERAL	163.09	163.09
Total 60062:											
10/16	10/13/2016	98640	1074	LASSEN AUTO BODY	REPAIRS #70-GAS	11539098	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	1,946.77	1,946.77
Total 11539098:											
10/16	10/13/2016	98640	1074	LASSEN AUTO BODY	A/C REPAIR #70-GAS	12220198	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	275.29	275.29
Total 12220198:											
10/16	10/13/2016	98641	411	LASSEN MOTOR PARTS	AIR FILTER-PARKS	260603	1	1000-452-20-44	VEHICLE - REPAIR & MAINTEN	103.91	103.91
Total 260603:											
10/16	10/13/2016	98641	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	260805	1	1000-452-20-44	VEHICLE - REPAIR & MAINTEN	55.45	55.45
Total 260805:											
10/16	10/13/2016	98641	411	LASSEN MOTOR PARTS	CHAIN ROLLER #332-STREETS	261402	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	23.64	23.64
Total 261402:											
10/16	10/13/2016	98641	411	LASSEN MOTOR PARTS	OIL & FILTER-PARKS	261450	1	1000-452-20-44	VEHICLE - REPAIR & MAINTEN	64.70	64.70
Total 261450:											
10/16	10/13/2016	98641	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	261836	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	2.30	2.30
Total 261836:											
10/16	10/13/2016	98642	412	LASSEN REGIONAL SOL	DUMP FEES-STREETS	13394	1	2007-431-20-44	DISPOSAL	13.30	13.30
Total 13394:											



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
10/16	10/13/2016	98643	432	LEXIS NEXIS	CONTRACT 9/16	1609204542	1	1000-412-10-48	DUES AND MEMBERSHIPS	143.82	143.82
Total 1609204542:											
10/16	10/13/2016	98644	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 092316	1	2007-431-60-46	ELECTRICITY	146.59	146.59
Total 3651 092316:											
10/16	10/13/2016	98644	437	LMUD	MAIN & ALEXANDER SIGNALS-	49496 092316	1	2007-431-60-46	ELECTRICITY	120.24	120.24
Total 49496 092316:											
10/16	10/13/2016	98644	437	LMUD	MAIN & FAIRFIELD-STREET	49497 092316	1	2007-431-60-46	ELECTRICITY	121.50	121.50
Total 49497 092316:											
10/16	10/13/2016	98644	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 092316	1	2007-431-60-46	ELECTRICITY	133.31	133.31
Total 49498 092316:											
10/16	10/13/2016	98644	437	LMUD	RIVERSIDE & MAIN LIGHTS-ST	49499 092316	1	2007-431-60-46	ELECTRICITY	223.47	223.47
Total 49499 092316:											
10/16	10/13/2016	98644	437	LMUD	WELL 1-WATER	7714 092316	1	7110-430-42-46	ELECTRICITY	54.29	54.29
Total 7714 092316:											
10/16	10/13/2016	98644	437	LMUD	1801 MAIN ST	8314 092316	1	1000-421-10-46	ELECTRICITY	1,467.09	1,467.09
Total 8314 092316:											
10/16	10/13/2016	98645	8722		REFUND GAS DEPOSIT	10508200011	1	7401-2228-000	DEPOSITS-CUSTOMER	186.45	186.45
Total 10508200011:											
10/16	10/13/2016	98646	452	MARTIN SECURITY SYST	720 SOUTH ST SECURITY 10/16	031907	1	7620-430-10-43	TECHNICAL SVCS	40.00	40.00

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 031907:											
10/16	10/13/2016	98647	8727		REFUND GAS DEPOSIT	10242460005	1	7401-2228-000	DEPOSITS-CUSTOMER	164.61	164.61
Total 10242460005:											
10/16	10/13/2016	98648	1463	MILLER CLEANING SERV	CUSTODIAL 9/16	100106	1	1000-421-10-44	CUSTODIAL	360.00	360.00
Total 100106:											
10/16	10/13/2016	98649	480	MINERS & PISANI INC	GAS METERS-GAS	20126	1	7401-430-63-47	MACHINERY & EQUIPMENT	2,660.33	2,660.33
Total 20126:											
10/16	10/13/2016	98649	480	MINERS & PISANI INC	GAS METERS-GAS	20485	1	7401-430-63-47	MACHINERY & EQUIPMENT	2,556.90	2,556.90
Total 20485:											
10/16	10/13/2016	98650	1182	NORTHERN CALIFORNIA	GLOVES-GAS	194807	1	7401-430-62-46	SUPPLIES - SAFETY ITEMS	41.90	41.90
10/16	10/13/2016	98650	1182	NORTHERN CALIFORNIA	GLOVES-WATER	194807	2	7110-430-42-46	SUPPLIES - SAFETY ITEMS	41.88	41.88
10/16	10/13/2016	98650	1182	NORTHERN CALIFORNIA	GLOVES-PW	194807	3	7620-430-10-46	SUPPLIES-SAFETY ITEMS	41.88	41.88
10/16	10/13/2016	98650	1182	NORTHERN CALIFORNIA	GLOVES-STREETS	194807	4	2007-431-20-46	SUPPLIES-GENERAL	41.88	41.88
Total 194807:											
10/16	10/13/2016	98651	1531	OLIVERA INDUSTRIES	SAND-GC	16225	1	7530-451-52-46	SUPPLIES-GENERAL	1,600.00	1,600.00
Total 16225:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	BOARDS-STREETS	2481850	1	2007-431-20-46	SUPPLIES-GENERAL	13.02	13.02
Total 2481850:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	CONCRETE-STREETS	2481968	1	2007-431-20-46	SUPPLIES-GENERAL	19.57	19.57
Total 2481968:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	CONCRETE-STREETS	2482027	1	2007-431-20-46	SUPPLIES-GENERAL	4.25	4.25

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2482027:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	CONCRETE-STREETS	2482199	1	2007-431-20-46	SUPPLIES-GENERAL	4.25	4.25
Total 2482199:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	CONCRETE-STREETS	2482311	1	2007-431-20-46	SUPPLIES-GENERAL	16.84	16.84
Total 2482311:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	BOARDS-STREETS	2482322	1	2007-431-20-46	SUPPLIES-GENERAL	16.84	16.84
Total 2482322:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2482323	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	4.25	4.25
Total 2482323:											
10/16	10/13/2016	98652	546	PAYLESS BUILDING SUP	FENCING MEMORIAL PARK-PA	9482744	1	1000-452-21-46	SUPPLIES-GENERAL	13.57	13.57
Total 9482744:											
10/16	10/13/2016	98653	556	PITNEY BOWES	INK CARTRIDGES	1002026383	1	1000-417-10-46	SUPPLIES-GENERAL	13.57	13.57
Total 1002026383:											
10/16	10/13/2016	98654	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 9/	58020 9/16	1	1000-417-10-45	COMMUNICATIONS	33.49	33.49
Total 58020 9/16:											
10/16	10/13/2016	98655	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	9509809	1	7620-430-10-46	SUPPLIES-GENERAL	2,278.96	2,278.96
Total 9509809:											
10/16	10/13/2016	98656	7741		REFUND GAS DEPOSIT	10238250010	1	7401-2228-000	DEPOSITS-CUSTOMER	2,278.96	2,278.96
Total 10238250010:											
										376.42	376.42
										840.00	840.00
										840.00	840.00
										49.80	49.80
										49.80	49.80
										168.16	168.16
										168.16	168.16

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
10/16	10/13/2016	98657	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-10/	1374101	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	1,446.71	1,446.71
10/16	10/13/2016	98657	582	RAY MORGAN CO INC	COPIER 10/16-PD	1374101	2	1000-421-10-44	RENT & LEASES EQUIP & VEHI	505.66	505.66
Total 1374101:										1,952.37	1,952.37
10/16	10/13/2016	98658	1296	RENTAL GUYS	EQUIPMENT RENTAL-PARKS	602818-5	1	1000-452-20-46	SUPPLIES-GENERAL	28.86	28.86
Total 602818-5:										28.86	28.86
10/16	10/13/2016	98659	1076	SIERRA COFFEE AND BE	BOTTLED WATER 10/4/16-PW	46796	1	7620-430-10-46	SUPPLIES-GENERAL	20.15	20.15
Total 46796:										20.15	20.15
10/16	10/13/2016	98660	1544	SIERRA SILICA RESOUR	SAND-GC	22652	1	7530-451-52-46	SUPPLIES-GENERAL	1,004.36	1,004.36
Total 22652:										1,004.36	1,004.36
10/16	10/13/2016	98661	1436	STANISLAUS FARM SUP	SUPPLIES-WATER	1363353	1	7110-430-42-46	SUPPLIES-GENERAL	16.13	16.13
Total 1363353:										16.13	16.13
10/16	10/13/2016	98662	1265	SUSANVILLE PAINT CEN	PAINT-PARKS	29139	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	79.21	79.21
Total 29139:										79.21	79.21
10/16	10/13/2016	98662	1265	SUSANVILLE PAINT CEN	PAINT-PARKS	29186	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	36.12	36.12
Total 29186:										36.12	36.12
10/16	10/13/2016	98662	1265	SUSANVILLE PAINT CEN	PAINT-PARKS	29240	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	171.90	171.90
Total 29240:										171.90	171.90
10/16	10/13/2016	98662	1265	SUSANVILLE PAINT CEN	PAINT-PARKS	29348	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	195.22	195.22
Total 29348:										195.22	195.22
10/16	10/13/2016	98663	1046	SUSANVILLE TRANSMIS	REPAIR #75-GAS	15955	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	808.63	808.63

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 15955:											
10/16	10/13/2016	98664	8726		REFUND GAS DEPOSIT	10531800420	1	7401-2228-000	DEPOSITS-CUSTOMER	177.34	177.34
Total 10531800420:											
10/16	10/13/2016	98665	8725		REFUND WATER DEPOSIT	10312750119	1	7110-2228-000	DEPOSITS-CUSTOMER	22.76	22.76
Total 10312750119:											
10/16	10/13/2016	98666	530	U.S. BANK EQUIPMENT F	COPIER - POLICE 10/16	314719865	1	1000-421-10-44	RENT & LEASES EQUIP & VEHI	290.52	290.52
10/16	10/13/2016	98666	530	U.S. BANK EQUIPMENT F	COPIER - CITY HALL UP AND D	314719865	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	581.04	581.04
Total 314719865:											
10/16	10/13/2016	98667	737	UNITED RENTALS INC	PIPE/INTAKE/CYCLONE CLAMP	140871534-001	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	67.70	67.70
Total 140871534-001:											
10/16	10/13/2016	98668	738	UNITED STATES POSTAL	POSTAGE FOR POSTAGE MET	101216	1	1000-1410-002	INVENTORIES-POSTAGE	2,000.00	2,000.00
Total 101216:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	PIPE SUPPLIES-GAS	66740055	1	7401-430-62-46	SUPPLIES-GENERAL	1,548.00	1,548.00
Total 66740055:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	SUPPLIES-GAS	66770515	1	7401-430-62-46	SUPPLIES-GENERAL	42.36	42.36
Total 66770515:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	SUPPLIES-GAS	66777802	1	7401-430-62-46	SUPPLIES-GENERAL	123.63	123.63
Total 66777802:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	SUPPLIES-WATER	66778339	1	7110-430-42-46	SUPPLIES-GENERAL	396.68	396.68

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 66778339:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66781033	1	7401-430-62-46	SUPPLIES-GENERAL	51.47	51.47
Total 66781033:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	REPAIR BAND-WATER	66781354	1	7110-430-42-46	SUPPLIES-GENERAL	165.37	165.37
Total 66781354:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	SUPPLIES-GAS	66783031	1	7401-430-62-46	SUPPLIES-GENERAL	37.02	37.02
Total 66783031:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66783104	1	7401-430-62-46	SUPPLIES-GENERAL	740.15	740.15
Total 66783104:											
10/16	10/13/2016	98669	770	WESTERN NEVADA SUP	SUPPLIES- GAS	66787757	1	7401-430-62-46	SUPPLIES-GENERAL	115.14	115.14
Total 66787757:											
10/16	10/13/2016	98670	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A49086	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A49086:											
10/16	10/13/2016	98670	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE 9	A49100	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A49100:											
10/16	10/13/2016	98670	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GC OLD CL	A49109	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A49109:											
Grand Totals:											
										51,347.67	51,347.67

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
10/16	10/18/2016	98673	728	U S POSTMASTER	GAS BILLING POSTAGE	101816	1	7401-430-62-46	POSTAGE	397.30	397.30
10/16	10/18/2016	98673	728	U S POSTMASTER	WATER BILLING POSTAGE	101816	2	7110-430-42-46	POSTAGE	771.22	771.22
Total 101816:										1,168.52	1,168.52
Grand Totals:										1,168.52	1,168.52



## 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
10/16	10/20/2016	98674	21	AIRGAS USA, LLC	CHLORINE-WATER	9055892012	1	7110-430-42-46	SUPPLIES-GENERAL	374.84	374.84
Total 9055892012:											374.84
10/16	10/20/2016	98674	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9939718943	1	7401-430-62-46	SUPPLIES-GENERAL	41.40	41.40
10/16	10/20/2016	98674	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9939718943	2	7110-430-42-46	SUPPLIES-GENERAL	49.80	49.80
10/16	10/20/2016	98674	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9939718943	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	61.46	61.46
10/16	10/20/2016	98674	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9939718943	4	7401-430-62-44	REPAIR AND MAINT-VEHICLE	79.17	79.17
10/16	10/20/2016	98674	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9939718943	5	7110-430-42-44	REPAIR AND MAINTENANCE-V	105.22	105.22
Total 9939718943:											337.05
10/16	10/20/2016	98675	40	AMPS ELECTRIC	CONNECT GENERATOR-STREE	2343	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	23.75	23.75
10/16	10/20/2016	98675	40	AMPS ELECTRIC	CONNECT GENERATOR-PW	2343	2	7620-430-10-44	REPAIR AND MAINTENANCE-MI	23.75	23.75
10/16	10/20/2016	98675	40	AMPS ELECTRIC	CONNECT GENERATOR-WATE	2343	3	7110-430-42-44	REPAIR AND MAINTENANCE-MI	23.75	23.75
10/16	10/20/2016	98675	40	AMPS ELECTRIC	CONNECT GENERATOR-GAS	2343	4	7401-430-62-44	REPAIR AND MAINTENANCE-MI	23.75	23.75
Total 2343:											95.00
10/16	10/20/2016	98675	40	AMPS ELECTRIC	TOKEN BOX RIVERSIDE-PARKS	2344	1	1000-452-20-43	TECHNICAL SVCS	261.25	261.25
Total 2344:											261.25
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES 10/6/16-	634847678	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 634847678:											27.75
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/6/16-GA	634847694	1	7401-430-62-44	LINEN SERVICES	51.73	51.73
Total 634847694:											51.73
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/06/16-ST	634847695	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 634847695:											50.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/06/16-W	634847696	1	7110-430-42-44	LINEN SERVICE	40.80	40.80
Total 634847696:											
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES 10/13/16	634862096	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 634862096:											
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/13/16-G	634862097	1	7401-430-62-44	LINEN SERVICES	91.69	91.69
Total 634862097:											
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/13/16-ST	634862098	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 634862098:											
10/16	10/20/2016	98676	44	ARAMARK UNIFORM SE	UNIFORM SERVICE 10/13/16-W	634862099	1	7110-430-42-44	LINEN SERVICE	40.80	40.80
Total 634862099:											
10/16	10/20/2016	98677	1231	ASBURY ENVIRONMENT	WASHER PARTS-GAS	1500-00098079	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	43.28	43.28
10/16	10/20/2016	98677	1231	ASBURY ENVIRONMENT	WASHER PARTS-WATER	1500-00098079	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	57.51	57.51
10/16	10/20/2016	98677	1231	ASBURY ENVIRONMENT	WASHER PARTS-STREETS	1500-00098079	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	33.59	33.59
Total 1500-00098079:											
10/16	10/20/2016	98678	927	BAXTER AUTO PARTS IN	HEAT GUN-GAS	320170600	1	7401-430-62-46	SUPPLIES-GENERAL	134.36	134.36
Total 320170600:											
10/16	10/20/2016	98679	68	BECKWITH MD, DAVID R	DMV PHYSICAL-FIRE	106085	1	1000-422-10-43	PROFESSIONAL SVCS	180.00	180.00
Total 106085:											
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716	1	8402-413-30-45	PRINTING AND BINDING	78.48	78.48
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716	2	8402-413-30-46	POSTAGE	26.43	26.43
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716	3	8402-413-30-45	COMMUNICATIONS	63.83	63.83
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716	4	8402-413-30-43	LAFCO EXEC. OFFICE SVC	1,000.00	1,000.00
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716	5	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	500.00	500.00

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
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716	6	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,400.00	1,400.00
Total 101716:										3,068.74	3,068.74
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716-1	1	8402-413-30-45	PRINTING AND BINDING	37.00	37.00
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716-1	2	8402-413-30-45	COMMUNICATIONS	64.14	64.14
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716-1	3	8402-413-30-46	SUPPLIES-GENERAL	19.50	19.50
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716-1	4	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,552.50	2,552.50
10/16	10/20/2016	98680	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	101716-1	5	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,357.50	1,357.50
Total 101716-1:										4,030.64	4,030.64
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	PARTS-WATER	368237	1	7110-430-42-46	SUPPLIES-GENERAL	30.94	30.94
Total 368237:										30.94	30.94
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	FASTENERS-STREETS	368251	1	2007-431-20-46	SUPPLIES-GENERAL	8.87	8.87
Total 368251:										8.87	8.87
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	FASTENERS-STREETS	368262	1	2007-431-20-46	SUPPLIES-GENERAL	25.46	25.46
Total 368262:										25.46	25.46
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	SIMPLE GREEN-WATER	368268	1	7110-430-42-46	SUPPLIES-GENERAL	17.01	17.01
Total 368268:										17.01	17.01
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	DRILL BIT-STREETS	368271	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	5.79	5.79
Total 368271:										5.79	5.79
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	FASTENERS-GAS	368649	1	7401-430-62-46	SUPPLIES-GENERAL	.65	.65
Total 368649:										.65	.65
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	CABLE TIES-WATER	368724	1	7110-430-42-46	SUPPLIES-GENERAL	8.70	8.70

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Total 368724:											
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	FASTENERS-STREETTS	368729	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.60	5.60
										5.60	5.60
Total 368729:											
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	SUPPLIES-GAS	368761	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	87.06	87.06
										87.06	87.06
Total 368761:											
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	SUPPLIES-GAS	368831	1	7401-430-62-46	SUPPLIES-GENERAL	14.00	14.00
										14.00	14.00
Total 368831:											
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	SUPPLIES-GAS	369107	1	7401-430-62-46	SUPPLIES-GENERAL	26.96	26.96
										26.96	26.96
Total 369107:											
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	SUPPLIES-GAS	369114	1	7401-430-62-46	SUPPLIES-GENERAL	27.92	27.92
										27.92	27.92
Total 369114:											
10/16	10/20/2016	98681	76	BILLINGTON ACE HARD	SUPPLIES-AIRPORT	369177	1	7201-430-81-44	REPAIR AND MAINTENANCE-MI	12.17	12.17
										12.17	12.17
Total 369177:											
10/16	10/20/2016	98682	91	BUTTE COLLEGE	ARREST & CONTROL CLASS 9/	A16021	1	1000-421-10-45	TRAINING	900.00	900.00
										900.00	900.00
Total A16021:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAIN 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
										37.96	37.96
Total PLC600MAIN 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 100116	1	2007-431-20-44	DISPOSAL	18.98	18.98
										18.98	18.98
Total PLCBOFA 100116:											

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
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLER 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCBUEHLER 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMOND	PLCDIAMONDMTN 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCDIAMONDMTN 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCELKSLODGE 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTMILL 100116	1	2007-431-20-44	DISPOSAL	18.98	18.98
Total PLCFROSTMILL 100116:											18.98
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCERY	PLCGROCERY 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCGROCERY 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCHAIRHUNTER 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCHOTELLSN1 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNICHBUILD 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCKNICHBUILD 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LASSEN	PLCLASSENHS 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCLASSENHS 100116:											37.96
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE L	PLCLITTLEL 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCLITTLEL 100116:											37.96

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Total PLCLITTLEITAL 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTER 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCLVCHARTER 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSENPI00116	1	2007-431-20-44	DISPOSAL	18.66	18.66
Total PLCMTLASSENPI00116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERAPL 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCPANCERAPL 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWRL 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCSIERRAJWRL 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHTR 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCSIERRATHTR 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCSVILLEREAL 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOENPARK 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCUPTOENPARK 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCUSPOSTAL 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 100116	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCVETSMEMOR 100116:											

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10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 10011	1	2007-431-20-44	DISPOSAL	37.96	37.96
Total PLCWALMARTBUS 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 100116	1	7620-430-10-44	DISPOSAL	160.42	160.42
Total SVL15 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 100116	1	1000-421-10-44	DISPOSAL	100.82	100.82
Total SVL7 100116:											
10/16	10/20/2016	98683	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 100116	1	7620-430-10-44	DISPOSAL	160.42	160.42
Total SVL8 100116:											
10/16	10/20/2016	98684	8734		REFUND GAS DEPOSIT	10316950114	1	7401-2228-000	DEPOSITS-CUSTOMER	166.14	166.14
Total 10316950114:											
10/16	10/20/2016	98685	131	CHICAGO TITLE COMPA	LEANDER TITLE POLICY	4271600469	1	2016-463-70-48	TAXES, FEES PERMITS & CHAR	111.00	111.00
Total 4271600469:											
10/16	10/20/2016	98685	131	CHICAGO TITLE COMPA	LENDERS TITLE POLICY	4271600526	1	2016-463-70-48	TAXES, FEES PERMITS & CHAR	122.00	122.00
Total 4271600526:											
10/16	10/20/2016	98686	147		TR EX FOLSOM 10/30/16-11/2/1	101816	1	1000-421-10-45	TRAINING	224.00	224.00
Total 101816:											
10/16	10/20/2016	98687	156	CREATIVE FORMS & CO	BUSINESS LICENSE CERT	114939	1	1000-415-10-46	SUPPLIES-GENERAL	701.79	701.79
Total 114939:											
10/16	10/20/2016	98688	161	CSK AUTO INC	RETURNED PARTS-GAS	2740436610	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	132.72	132.72

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Total 2740436610:											
10/16	10/20/2016	98688	161	CSK AUTO INC	COOLANT HOSE #60-PW	2740441097	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	27.21	27.21
Total 2740441097:											
10/16	10/20/2016	98688	161	CSK AUTO INC	RETURNED COOLANT HOSE #6	2740441110	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	12.61-	12.61-
Total 2740441110:											
10/16	10/20/2016	98688	161	CSK AUTO INC	STARTER FLUID-STREETS	2740441583	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	6.77	6.77
10/16	10/20/2016	98688	161	CSK AUTO INC	STARTER FLUID-WATER	2740441583	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	11.59	11.59
10/16	10/20/2016	98688	161	CSK AUTO INC	STARTER FLUID-GAS	2740441583	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	8.73	8.73
Total 2740441583:											
10/16	10/20/2016	98688	161	CSK AUTO INC	PARTS #42-STREETS	2740441741	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	46.21	46.21
Total 2740441741:											
10/16	10/20/2016	98688	161	CSK AUTO INC	PARTS #42-STREETS	2740441896	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	61.20	61.20
Total 2740441896:											
10/16	10/20/2016	98688	161	CSK AUTO INC	PARTS #42-STREETS	2740441897	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	43.44	43.44
Total 2740441897:											
10/16	10/20/2016	98688	161	CSK AUTO INC	PARTS #42-STREETS	2740442031	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	29.01	29.01
Total 2740442031:											
10/16	10/20/2016	98688	161	CSK AUTO INC	RETURNED HYDRO-BOOST #70	2740442588	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	26.88-	26.88-
Total 2740442588:											
10/16	10/20/2016	98688	161	CSK AUTO INC	RETURNED PWR PUMP #42-ST	2740442876	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	26.86-	26.86-



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Total 2740442876:											
10/16	10/20/2016	98688	161	CSK AUTO INC	RETURNED WIRE DIVIDER #42-	2740442932	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	26.86-	26.86-
Total 2740442932:											
10/16	10/20/2016	98688	161	CSK AUTO INC	WIRE LOOMS #42-STREETS	2740442933	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	21.48	21.48
Total 2740442933:											
10/16	10/20/2016	98688	161	CSK AUTO INC	BATTERY #150-WATER	2740443343	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	121.07	121.07
Total 2740443343:											
10/16	10/20/2016	98688	161	CSK AUTO INC	TRANS MOUNT #42-STREETS	2740443366	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	15.64	15.64
Total 2740443366:											
10/16	10/20/2016	98688	161	CSK AUTO INC	PARTS #332-STREETS	2740443441	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	70.41	70.41
Total 2740443441:											
10/16	10/20/2016	98688	161	CSK AUTO INC	RETURNED WIRE LOOMS #42	2740443517	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	21.48-	21.48-
Total 2740443517:											
10/16	10/20/2016	98689	1145	CUSTOMER TALK PRINT	NAME PLATES	8622	1	1000-411-10-46	SUPPLIES-GENERAL	26.88	26.88
Total 8622:											
10/16	10/20/2016	98690	167	DALCAR ELECTRICAL SU	ELECTRICAL SUPPLIES FOR C	20481	1	7401-430-62-46	SUPPLIES-GENERAL	181.13	181.13
Total 20481:											
10/16	10/20/2016	98691	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS	191821	1	1000-416-10-45	FINGERPRINTING SERVICES	32.00	32.00
Total 191821:											

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10/16	10/20/2016	98692	1565	DIRTY JOES CAR WASH	CAR WASH-PD	438835	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	24.00	24.00
Total 438835:											
10/16	10/20/2016	98692	1565	DIRTY JOES CAR WASH	CAR WASH-PW	731699	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	12.00	12.00
Total 731699:											
10/16	10/20/2016	98693	198	DITCH WITCH EQUIPMEN	ADAPTER HARNESS/COIL CAB	224081	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	242.29	242.29
Total 224081:											
10/16	10/20/2016	98693	198	DITCH WITCH EQUIPMEN	STRIKE ALARM TESTER-GAS	224290	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	408.80	408.80
Total 224290:											
10/16	10/20/2016	98694	238	FASTENAL COMPANY	SUPPLIES-PARKS	72900	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	25.74	25.74
Total 72900:											
10/16	10/20/2016	98695	241	FEATHER PUBLISHING C	HONEY LAKE VALLEY RCD LAF	1247473	1	8402-413-30-45	ADVERTISING	46.55	46.55
Total 1247473:											
10/16	10/20/2016	98696	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	676284A	1	7110-430-42-43	TECHNICAL SVCS	22.00	22.00
Total 676284A:											
10/16	10/20/2016	98697	265	FRONTIER	257-1041 ADMIN-PW	1041 100516	1	7620-430-10-45	COMMUNICATIONS	303.09	303.09
Total 1041 100516:											
10/16	10/20/2016	98697	265	FRONTIER	257-1051 PW STREETS	1051 100516	1	7620-430-10-45	COMMUNICATIONS	38.14	38.14
Total 1051 100516:											
10/16	10/20/2016	98697	265	FRONTIER	252-1182 WATER SCADA	2-1182 101016	1	7110-430-42-45	COMMUNICATIONS	326.70	326.70

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Total 2-1182 101016:											
10/16	10/20/2016	98697	265	FRONTIER	257-3292 MUSEUM	3292 101016	1	1000-451-80-45	COMMUNICATION	326.70	326.70
Total 3292 101016:											
10/16	10/20/2016	98697	265	FRONTIER	252-4247 LASSEN CO AIR POLL	4247 101016	1	7620-430-11-45	COMMUNICATIONS	113.81	113.81
Total 4247 101016:											
10/16	10/20/2016	98697	265	FRONTIER	257-5603 POLICE	5603 101016	1	1000-421-10-45	COMMUNICATIONS	169.37	169.37
Total 5603 101016:											
10/16	10/20/2016	98697	265	FRONTIER	257-1182 NAT GAS TELEMETRY	7-1182 101016	1	7401-430-62-45	COMMUNICATIONS	883.06	883.06
Total 7-1182 101016:											
10/16	10/20/2016	98698	8730		REFUND GAS DEPOSIT	10219350421	1	7401-2228-000	DEPOSITS-CUSTOMER	35.28	35.28
Total 10219350421:											
10/16	10/20/2016	98699	298	HAT CREEK CONSTRUC	CONSTRUCTION WATER	101416	1	9999-1001-002	CASH CLEARING - ACCTS REC	172.77	172.77
10/16	10/20/2016	98699	298	HAT CREEK CONSTRUC	CONSTRUCTION METER DEPO	101416	2	7110-2228-004	DEPOSITS-CONTR. METER/H	172.77	172.77
Total 101416:											
10/16	10/20/2016	98700	8731		REFUND GAS DEPOSIT	10519920008	1	7401-2228-000	DEPOSITS-CUSTOMER	606.09	606.09
Total 10519920008:											
10/16	10/20/2016	98701	1103	ITRON INC	ITRON HARDWARE MAINTENA	425312	1	7110-430-42-43	TECHNICAL SVCS	164.71	164.71
10/16	10/20/2016	98701	1103	ITRON INC	ITRON HARDWARE MAINTENA	425312	2	7401-430-62-43	TECHNICAL SVCS	2,452.22	2,452.22
10/16	10/20/2016	98701	1103	ITRON INC	ITRON HARDWARE MAINTENA	425312	3	7110-1430-105	PRE-PAID OTHER	635.05	635.05
10/16	10/20/2016	98701	1103	ITRON INC	ITRON HARDWARE MAINTENA	425312	4	7401-1430-105	PRE-PAID OTHER	635.05	635.05
Total 425312:											
										6,174.55	6,174.55

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10/16	10/20/2016	98702	237	JOHN DEERE FINANCIAL	BEARING-GC	294459	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	25.73	25.73
Total 294459:											25.73 25.73
10/16	10/20/2016	98703	1550		TR EX SAN FRANCISCO 10/23/1	101816	1	1000-421-10-45	TRAINING	814.00	814.00
Total 101816:											814.00 814.00
10/16	10/20/2016	98704	1074	LASSEN AUTO BODY	PAYING DIFFERENCE FROM IN	12220198-1	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	54.00	54.00
Total 12220198-1:											54.00 54.00
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	SUPPLIES-GC	261718	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	125.39	125.39
Total 261718:											125.39 125.39
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	REPAIR #42-STREETS	261796	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	283.98	283.98
Total 261796:											283.98 283.98
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	DRILL BITS-STREETS	261869	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	7.25	7.25
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	DRILL BITS-GAS	261869	2	7401-430-62-46	SUPPLIES-SMALL TOOLS	9.35	9.35
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	DRILL BITS-WATER	261869	3	7110-430-42-46	SUPPLIES-SMALL TOOLS	12.41	12.41
Total 261869:											29.01 29.01
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	ANTI-SIEZE-STREETS	261880	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.88	5.88
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	ANTI-SIEZE-WATER	261880	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	10.07	10.07
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	ANTI-SIEZE-GAS	261880	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	7.58	7.58
Total 261880:											23.53 23.53
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	WORK LIGHTS-STREETS	261881	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	10.99	10.99
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	WORK LIGHTS-WATER	261881	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	18.81	18.81
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	WORK LIGHTS-GAS	261881	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	14.16	14.16
Total 261881:											43.96 43.96
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	RETURN STEERING PUMP #42-	261973	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	130.15-	130.15-

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 261973:											
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	CAP SCREW-GC	261996	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	2.96	2.96
Total 261996:											
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	ANTI FREEZE #151-WATER	262014	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	51.47	51.47
Total 262014:											
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	AIR FILTER #332-STREETS	2622563	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	36.81	36.81
Total 2622563:											
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	AIR FILTER #332-STREETS	262565	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	21.46	21.46
Total 262565:											
10/16	10/20/2016	98705	411	LASSEN MOTOR PARTS	BELT #332-STREETS	262897	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	15.52	15.52
Total 262897:											
10/16	10/20/2016	98706	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	14437	1	2007-431-20-44	DISPOSAL	8.00	8.00
Total 14437:											
10/16	10/20/2016	98707	413	SUSANVILLE TOWING	BRAKE CHECK #84-PD	52582	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	75.00	75.00
Total 52582:											
10/16	10/20/2016	98707	413	SUSANVILLE TOWING	TIRE REPAIR #85-PD	52695	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	2,980.60	2,980.60
Total 52695:											
10/16	10/20/2016	98707	413	SUSANVILLE TOWING	TOW VEHICLE-PD	58528	1	1000-421-10-43	PROFESSIONAL SVCS	250.00	250.00
Total 59528:											

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
10/16	10/20/2016	98707	413	SUSANVILLE TOWING	TOW VEHICLE-PD	60194	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	125.00	125.00
Total 60194:											
10/16	10/20/2016	98708	437	LMUD	LASSEN COLLEGE WELL #5-W	120270 092916	1	7110-430-42-46	ELECTRICITY	20.00	20.00
Total 120270 092916:											
10/16	10/20/2016	98708	437	LMUD	STREET LIGHTS	14039 100616	1	2007-431-60-46	ELECTRICITY	190.13	190.13
Total 14039 100616:											
10/16	10/20/2016	98708	437	LMUD	STREET LIGHTS	14041 100616	1	2007-431-60-46	ELECTRICITY	3,528.33	3,528.33
Total 14041 100616:											
10/16	10/20/2016	98708	437	LMUD	SOUTH ST - PW OFFICE	14590 092916	1	7620-430-10-46	ELECTRICITY	455.32	455.32
Total 14590 092916:											
10/16	10/20/2016	98708	437	LMUD	S GAY ST LIGHTS-STREET	24323 100616	1	2007-431-60-46	ELECTRICITY	33.23	33.23
Total 24323 100616:											
10/16	10/20/2016	98708	437	LMUD	66 N LASSEN ST	2466 100616	1	1000-417-10-46	ELECTRICITY	577.08	577.08
Total 2466 100616:											
10/16	10/20/2016	98708	437	LMUD	N WEATHERLOW ST TENNIS S	24661 100616	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 100616:											
10/16	10/20/2016	98708	437	LMUD	STREET LIGHTS	2467 100616	1	2007-431-60-46	ELECTRICITY	1,556.57	1,556.57
Total 2467 100616:											
10/16	10/20/2016	98708	437	LMUD	CADY SPRINGS	26784 092916	1	7110-430-42-46	ELECTRICITY	35.11	35.11

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 26784 092916:											
10/16	10/20/2016	98708	437	LMUD	65 N WEATHERLOW ST PARK	2865 100616	1	1000-452-20-46	ELECTRICITY	35.11	35.11
Total 2865 100616:											
10/16	10/20/2016	98708	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 100616	1	1000-451-80-46	ELECTRICITY	71.14	71.14
Total 2866 100616:											
10/16	10/20/2016	98708	437	LMUD	65 N WEATHERLOW ST COMM	2867 100616	1	1000-452-20-46	ELECTRICITY	21.60	21.60
Total 2867 100616:											
10/16	10/20/2016	98708	437	LMUD	N WEATHERLOW ST TENNIS C	2870 100616	1	1000-452-20-46	ELECTRICITY	40.34	40.34
Total 2870 100616:											
10/16	10/20/2016	98708	437	LMUD	NORTH ST BALL PARK-MEM FI	2873 100616	1	1000-452-20-46	ELECTRICITY	23.06	23.06
Total 2873 100616:											
10/16	10/20/2016	98708	437	LMUD	SKYLINE DR WELL 4-WATER	29931 101216	1	7110-430-42-46	ELECTRICITY	20.58	20.58
Total 29931 101216:											
10/16	10/20/2016	98708	437	LMUD	HARRIS DR & HWY 36-WATER	30658 100616	1	7110-430-42-46	ELECTRICITY	597.38	597.38
Total 30658 100616:											
10/16	10/20/2016	98708	437	LMUD	RICHMOND RD BRIDGE	35094 092916	1	2007-431-60-46	ELECTRICITY	432.62	432.62
Total 35094 092916:											
10/16	10/20/2016	98708	437	LMUD	720 SOUTH EMULSION TANK-P	38646 092916	1	7620-430-10-46	ELECTRICITY	244.23	244.23
Total 38646 092916:											

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
10/16	10/20/2016	98708	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 100616	1	2007-431-60-46	ELECTRICITY	215.07	215.07
Total 43511 100616:											
10/16	10/20/2016	98708	437	LMUD	115 N WEATHERLOW ST MUSE	43866 100616	1	1000-451-80-46	ELECTRICITY	49.93	49.93
Total 43866 100616:											
10/16	10/20/2016	98708	437	LMUD	N PINE & COOK - SCADA-WATE	44153 100616	1	7110-430-42-46	ELECTRICITY	23.93	23.93
Total 44153 100616:											
10/16	10/20/2016	98708	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 101216	1	7110-430-42-46	ELECTRICITY	25.38	25.38
Total 44298 101216:											
10/16	10/20/2016	98708	437	LMUD	PAIUTE LN SCADA-WATER	44316 101216	1	7110-430-42-46	ELECTRICITY	23.06	23.06
Total 44316 101216:											
10/16	10/20/2016	98708	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 101216	1	7110-430-42-46	ELECTRICITY	50.80	50.80
Total 45542 101216:											
10/16	10/20/2016	98708	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 100616	1	2007-431-60-46	ELECTRICITY	58.49	58.49
Total 49500 100616:											
10/16	10/20/2016	98708	437	LMUD	MAIN & FOSS SIGNAL LIGHTS-	49501 100616	1	2007-431-60-46	ELECTRICITY	175.02	175.02
Total 49501 100616:											
10/16	10/20/2016	98708	437	LMUD	SPRING RIDGE BOOSTER-WAT	55754 092916	1	7110-430-42-46	ELECTRICITY	1,078.29	1,078.29
Total 55754 092916:											
10/16	10/20/2016	98708	437	LMUD	NORTH ST PARK LITES MEM FI	9283 100616	1	1000-452-20-46	ELECTRICITY	235.03	235.03



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 9283 100616:											
10/16	10/20/2016	98708	437	LMUD	GEO PUMP #1	9297 100616	1	7301-430-52-46	ELECTRICITY	235.03	235.03
Total 9297 100616:											
10/16	10/20/2016	98708	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 100616	1	1000-466-30-46	ELECTRICITY	20.00	20.00
Total 94811 100616:											
10/16	10/20/2016	98708	437	LMUD	GEO PUMP #2	9503 092916	1	7301-430-52-46	ELECTRICITY	37.14	37.14
Total 9503 092916:											
10/16	10/20/2016	98708	437	LMUD	HOSPITAL LN-GEO	9963 092916	1	7301-430-52-46	ELECTRICITY	20.44	20.44
Total 9963 092916:											
10/16	10/20/2016	98709	8729		ELECTRICAL PANEL DEPOSIT	100716	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 100716:											
10/16	10/20/2016	98710	467	METER VALVE & CONTR	REPLACE BATTERY-GAS	11301	1	7401-430-62-46	SUPPLIES-GENERAL	175.69	175.69
Total 11301:											
10/16	10/20/2016	98711	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE 9/	740191	1	7401-430-62-43	TECHNICAL SVCS	108.91	108.91
10/16	10/20/2016	98711	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE 9/	740191	2	7110-430-42-43	TECHNICAL SVCS	108.91	108.91
Total 740191:											
10/16	10/20/2016	98712	572	QUILL CORPORATION	OFFICE SUPPLIES	9635051	1	1000-417-10-46	SUPPLIES-GENERAL	41.34	41.34
Total 9635051:											
10/16	10/20/2016	98712	572	QUILL CORPORATION	OFFICE SUPPLIES	9720826	1	1000-417-10-46	SUPPLIES-GENERAL	53.31	53.31

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 9720826:											
10/16	10/20/2016	98713	8673	S.T. RHOADES CONSTR	STRIP SC-3	102016	1	2007-431-33-44	CONSTRUCTION SERVICES	160,853.76	160,853.76
Total 102016:											
10/16	10/20/2016	98714	8673	S.T. RHOADES CONSTR	STRIP SC-2	091816	1	2007-431-32-44	CONSTRUCTION SERVICES	233,438.97	233,438.97
Total 091816:											
10/16	10/20/2016	98715	1076	SIERRA COFFEE AND BE	BOTTLED WATER 10/18/16-PW	46672	1	7620-430-10-46	SUPPLIES-GENERAL	20.15	20.15
Total 46672:											
10/16	10/20/2016	98715	1076	SIERRA COFFEE AND BE	BOTTLED WATER 10/12/16	46776	1	1000-417-10-46	SUPPLIES-GENERAL	41.98	41.98
Total 46776:											
10/16	10/20/2016	98716	872	SLAKEY BROTHERS INC.	FURNACE CONTROL-GAS	11185539-00	1	7401-430-62-46	SUPPLIES-GENERAL	139.00	139.00
Total 11185539-00:											
10/16	10/20/2016	98716	872	SLAKEY BROTHERS INC.	MOTOR KIT-GAS	11185643-00	1	7401-430-62-46	SUPPLIES-GENERAL	115.47	115.47
Total 11185643-00:											
10/16	10/20/2016	98717	8732		REFUND GAS DEPOSIT	10203173203	1	7401-2228-000	DEPOSITS-CUSTOMER	127.71	127.71
Total 10203173203:											
10/16	10/20/2016	98718	917	SUPREME GRAPHICS	POSTAGE-WATER	64410	1	7110-430-42-46	POSTAGE	14.18	14.18
Total 64410:											
10/16	10/20/2016	98719	8713	SUSANVILLE AUTO CEN	HOSE #60-ADMIN	38454	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	48.86	48.86
Total 38454:											

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
10/16	10/20/2016	98720	1265	SUSANVILLE PAINT CEN	PAINT-STREETTS	29488	1	2007-431-20-46	SUPPLIES-GENERAL	40.41	40.41
Total 29488:											
10/16	10/20/2016	98721	728	U S POSTMASTER	WATER RATE FLYERS	102016	1	7110-430-42-46	POSTAGE	1,949.94	1,949.94
Total 102016:											
10/16	10/20/2016	98722	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9772876061	1	7620-430-11-45	COMMUNICATIONS	54.20	54.20
10/16	10/20/2016	98722	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9772876061	2	1000-424-20-45	COMMUNICATIONS	.22	.22
10/16	10/20/2016	98722	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9772876061	3	7620-430-10-45	COMMUNICATIONS	357.22	357.22
10/16	10/20/2016	98722	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9772876061	4	1000-452-20-45	COMMUNICATIONS	31.49	31.49
Total 9772876061:											
10/16	10/20/2016	98723	8733		REFUND GAS DEPOSIT	10228190004	1	7401-2228-000	DEPOSITS-CUSTOMER	199.07	199.07
Total 10228190004:											
10/16	10/20/2016	98724	1398	WAGE WORKS	MONTHLY ADMIN FEE 10/16	125A10492455	1	8403-2239-002	SECTION 125 - CITY	100.00	100.00
Total 125A10492455:											
10/16	10/20/2016	98725	770	WESTERN NEVADA SUP	PRESSURE GAUGE-GAS	66781511	1	7401-430-62-46	SUPPLIES-GENERAL	23.07	23.07
Total 66781511:											
10/16	10/20/2016	98725	770	WESTERN NEVADA SUP	PIPE WRENCH-GAS	66787761	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	72.63	72.63
Total 66787761:											
10/16	10/20/2016	98725	770	WESTERN NEVADA SUP	SUPPLIES- WATER	66787918	1	7110-430-42-46	SUPPLIES-GENERAL	35.97	35.97
Total 66787918:											
10/16	10/20/2016	98725	770	WESTERN NEVADA SUP	TEMP GUN-GAS	66793432	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	296.70	296.70
Total 66793432:											
Total 66793432:											
Total 66793432:											

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
10/16	10/20/2016	98725	770	WESTERN NEVADA SUP	PIPE-GAS	66794878	1	7401-430-62-46	SUPPLIES-GENERAL	41.71	41.71
Total 66794878:											
10/16	10/20/2016	98725	770	WESTERN NEVADA SUP	RETURN PVC PIPE-GAS	CM66786432	1	7401-430-62-46	SUPPLIES-GENERAL	25.93-	25.93-
Total CM66786432:											
Grand Totals:											
										436,261.29	436,261.29

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

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

\_\_\_\_ Motion only  
\_\_\_\_ Public Hearing  
\_\_\_\_ Resolution  
\_\_\_\_ Ordinance  
\_\_\_\_ Information

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

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Monthly Finance Reports

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

**SUMMARY:** Attached for the Council's review is the cash and investment report and the summary report of revenues, expenditures and projected fund balances for the month of September 2016.

**FISCAL IMPACT:** None

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

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

## POOLED CASH & INVESTMENTS

September 30, 2016

POOLED CASH FUND	
Bank of America - Checking	147,276
LAIF	12,064,431
Total Cash & Investments	<u>12,211,706</u>

### Pooled Cash Allocation:

General	798,171
General Fund Restricted	1,168,664
Special Revenue	1,194,610
Capital Projects	13,848
Debt Service	461,471
Enterprise:	
Airport	(16,564)
Geothermal	319,436
Golf Course	(5,031)
Natural Gas	4,074,740
Water	3,357,670
Internal Service	226,498
Trust & Agency	618,194
Total Cash & Inv. Allocations	<u>12,211,706</u>

## CASH WITH FISCAL AGENTS

September 30, 2016

General	
Special Revenue	
Capital Projects	
Debt Service	291,637
Enterprise	2,446,503
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,738,140</u>
GRAND TOTAL	<u><u>14,949,846</u></u>

CITY OF SUSANVILLE  
COMBINED CASH AND INVESTMENTS  
SEPTEMBER 30, 2016

COMBINED ACCOUNTS

9999-1011-001	B OF A # 08038-80200	147,275.83
9999-1030-001	LAIF	12,064,430.64
		<hr/>
	TOTAL COMBINED CASH AND INVESTMENTS	12,211,706.47
9999-1000-000	CLAIM ON CASH	( 12,211,706.47)
		<hr/>
TOTAL UNALLOCATED CASH		.00
		<hr/>

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	81,435.84
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,441.68
1004	ALLOCATION TO GF-PANCERA	18,264.06
1005	ALLOCATION TO GF-RESERVE ACCOUNT	972,968.39
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	29,085.46
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	36,571.48
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	26,896.90
2002	ALLOCATION TO STATE COPS	25,785.34
2006	ALLOCATION TO SNOW REMOVAL	57,840.04
2007	ALLOCATION TO STREETS & HIGHWAYS	170,586.46
2010	ALLOCATION TO STREET MITIGATION	23,829.99
2011	ALLOCATION TO POLICE MITIGATION	27,312.19
2012	ALLOCATION TO FIRE MITIGATION	112,637.01
2013	ALLOCATION TO PARK DEDICATION FUND	162,084.97
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109	28,447.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	101,470.31
2018	ALLOCATION TO HOME REVOLVING FUND	303,775.88
2030	ALLOCATION TO TRAFFIC SAFETY	76,649.05
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	96,662.08
2037	ALLOCATION TO SKYLINE BICYCLE LANE	7,530.06
4001	ALLOCATION TO MARK ROOS SERIES B/92	30,575.04
4003	ALLOCATION TO CITY HALL	18,695.03
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	443,116.65
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	( 30,915.33)
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	224,193.75
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	64,420.57
7630	ALLOCATION TO RISK MANAGEMENT FUND	47,562.52
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	7,525.00
8402	ALLOCATION TO LAFCO	29,644.01
8403	ALLOCATION TO SEC 125 & AFLAC	1,175.26
8404	ALLOCATION TO AIR POLLUTION	236,131.60
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	343,718.56
		<hr/>
ALLOCATIONS TO RESTRICTED FUNDS		8,586,191.85
		<hr/>

UNRESTRICTED FUNDS

CITY OF SUSANVILLE  
COMBINED CASH AND INVESTMENTS  
SEPTEMBER 30, 2016

1000	ALLOCATION TO GENERAL FUND	798,170.88
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	120,117.60
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	13,358.17
7201	ALLOCATION TO AIRPORT	( 16,564.10)
7301	ALLOCATION TO GEOTHERMAL UTILITY	319,435.65
7401	ALLOCATION TO NATURAL GAS	2,267,664.53
7530	ALLOCATION TO GOLF COURSE	( 5,030.83)
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	114,514.75
		<hr/>
	ALLOCATIONS TO UNRESTRICTED FUNDS	3,625,514.62
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	12,211,706.47
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	( 12,211,706.47)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	.00
		<hr/> <hr/>



# RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
				\$394,358.57
			\$14,710.17	\$409,068.74
9/1/2016		-\$170,764.06		\$238,304.68
9/1/2016			\$5,958.86	\$244,263.54
9/1/2016			\$951.33	\$245,214.87
9/1/2016		-\$399.02		\$244,815.85
9/1/2016		-\$112,306.25		\$132,509.60
9/1/2016		-\$16,575.03		\$115,934.57
9/2/2016			\$656.58	\$116,591.15
9/2/2016		-\$413.89	\$64,613.73	\$180,790.99
9/2/2016			\$103.00	\$180,893.99
9/2/2016			\$7,814.16	\$188,708.15
9/6/2016			\$1,538.91	\$190,247.06
9/6/2016		-\$1,792.48	\$58,690.69	\$247,145.27
9/6/2016		-\$596.83		\$246,548.44
9/6/2016		-\$8,322.95		\$238,225.49
9/6/2016			\$460.00	\$238,685.49
9/6/2016			\$3,898.85	\$242,584.34
9/7/2016		-\$23.88		\$242,560.46
9/7/2016		-\$191.00		\$242,369.46
9/7/2016		-\$48.30		\$242,321.16
9/7/2016		-\$84.99		\$242,236.17
9/7/2016		-\$38.98		\$242,197.19
9/7/2016			\$1,339.32	\$243,536.51
9/7/2016			\$21,579.17	\$265,115.68
9/7/2016			\$1,300.79	\$266,416.47
9/8/2016			\$4,190.54	\$270,607.01
9/8/2016				\$270,607.01
9/8/2016		-\$119,962.98	\$26,713.12	\$177,357.15
9/8/2016			\$1,511.09	\$178,868.24
9/8/2016			\$4,197.75	\$183,065.99
9/8/2016			\$606.24	\$183,672.23
9/9/2016			\$1,400.84	\$185,073.07
9/9/2016		-\$1,111.00		\$183,962.07
9/9/2016				\$183,962.07
9/9/2016			\$13,997.70	\$197,959.77
9/9/2016			\$3,019.83	\$200,979.60
9/9/2016			\$200,000.00	\$400,979.60
9/9/2016		-\$275.54	\$14,303.91	\$415,007.97
9/9/2016			\$1,684.15	\$416,692.12
9/12/2016		-\$106,057.88	\$52,154.63	\$362,788.87
9/12/2016		-\$4,285.77		\$358,503.10
9/12/2016		-\$35,404.07		\$323,099.03
9/12/2016		-\$4,959.39		\$318,139.64
9/12/2016		-\$1,292.35		\$316,847.29
9/12/2016		-\$27,120.44		\$289,726.85
9/12/2016		-\$9,221.41		\$280,505.44
9/12/2016		-\$73,326.00		\$207,179.44
9/12/2016			\$2,941.37	\$210,120.81
9/13/2016			\$3,286.77	\$213,407.58
9/13/2016			\$209.17	\$213,616.75
9/13/2016			\$629.14	\$214,245.89
9/13/2016			\$35.32	\$214,281.21
9/13/2016		-\$38.30		\$214,242.91
9/13/2016		-\$10.00		\$214,232.91
9/13/2016		-\$19.49		\$214,213.42
9/13/2016		-\$22.00		\$214,191.42
9/14/2016			\$10,369.22	\$224,560.64
9/14/2016			\$700.58	\$225,261.22
9/14/2016			\$3,577.93	\$228,839.15
9/15/2016			\$25,740.45	\$254,579.60
9/15/2016				\$254,579.60
9/15/2016			\$3,506.88	\$258,086.48
9/16/2016			\$477.46	\$258,563.94
9/16/2016			\$303.81	\$258,867.75
9/16/2016		-\$15,407.57		\$243,460.18
9/16/2016		-\$3,722.94		\$239,737.24
9/16/2016		-\$1,330.21		\$238,407.03
9/16/2016		-\$52,387.07		\$186,019.96
9/16/2016		-\$1,166.98		\$184,852.98
9/16/2016		-\$8,973.03	\$11,651.97	\$187,531.92
9/16/2016			\$2,373.28	\$189,905.20
9/19/2016			\$423.06	\$190,328.26
9/19/2016			\$40.00	\$190,368.26
9/19/2016			\$281.96	\$190,650.22
9/19/2016			\$9.14	\$190,659.36
9/19/2016			\$342.17	\$191,001.53
9/19/2016		-\$48.26		\$190,953.27
9/19/2016		-\$30.00		\$190,923.27

# RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
9/19/2016		-\$47.28		\$190,875.99
9/19/2016			\$47,719.13	\$238,595.12
9/19/2016			\$2,731.25	\$241,326.37
9/19/2016			\$40,082.00	\$281,408.37
9/19/2016			\$704.00	\$282,112.37
9/20/2016			\$141,449.40	\$423,561.77
9/20/2016			\$2,415.06	\$425,976.83
9/21/2016		-\$149.71		\$425,827.12
9/21/2016		-\$56.09		\$425,771.03
9/21/2016			\$24,416.24	\$450,187.27
9/21/2016			\$484.00	\$450,671.27
9/21/2016			\$4,558.77	\$455,230.04
9/21/2016			\$117.07	\$455,347.11
9/22/2016		-\$130,018.06		\$325,329.05
9/22/2016			\$515.62	\$325,844.67
9/22/2016			\$700.60	\$326,545.27
9/22/2016			\$385.12	\$326,930.39
9/22/2016			\$345.60	\$327,275.99
9/22/2016			\$4,190.00	\$331,465.99
9/22/2016			\$15,369.34	\$346,835.33
9/22/2016			-\$3,451.32	\$343,384.01
9/22/2016			\$2,642.23	\$346,026.24
9/22/2016		-\$15.56		\$346,010.68
9/22/2016				\$346,010.68
9/23/2016			\$22.75	\$346,033.43
9/23/2016			\$141,047.46	\$487,080.89
9/23/2016			\$350.00	\$487,430.89
9/23/2016		-\$33,552.50		\$453,878.39
9/23/2016			\$12,984.57	\$466,862.96
9/23/2016			\$2,034.79	\$468,897.75
9/26/2016			\$27,563.13	\$496,460.88
9/26/2016			\$6,018.38	\$502,479.26
9/26/2016			\$1,774.46	\$504,253.72
9/26/2016			\$1,500.00	\$505,753.72
9/26/2016		-\$1,500.00		\$504,253.72
9/26/2016			\$1,500.00	\$505,753.72
9/26/2016			\$1,500.00	\$507,253.72
9/26/2016			\$1,500.00	\$508,753.72
9/27/2016		-\$84.99		\$508,668.73
9/27/2016		-\$1,030.11		\$507,638.62
9/27/2016			\$213.18	\$507,851.80
9/27/2016			\$193.25	\$508,045.05
9/27/2016			\$7.00	\$508,052.05
9/27/2016			\$7.00	\$508,059.05
9/27/2016			\$7.00	\$508,066.05
9/27/2016			\$7.00	\$508,073.05
9/27/2016			\$13.42	\$508,086.47
9/27/2016			\$462.12	\$508,548.59
9/27/2016		-\$105,676.94		\$402,871.65
9/27/2016		-\$7,531.28		\$395,340.37
9/27/2016		-\$35,010.66		\$360,329.71
9/27/2016		-\$4,760.22		\$355,569.49
9/27/2016		-\$1,285.48		\$354,284.01
9/27/2016		-\$26,852.51		\$327,431.50
9/27/2016		-\$3,142.69		\$324,288.81
9/27/2016			\$8,443.30	\$332,732.11
9/27/2016			\$2,294.87	\$335,026.98
9/27/2016			\$257.40	\$335,284.38
9/27/2016			\$390.55	\$335,674.93
9/27/2016			\$435.76	\$336,110.69
9/27/2016			\$72.15	\$336,182.84
9/27/2016			\$79.88	\$336,262.72
9/28/2016			\$14,215.47	\$350,478.19
9/28/2016				\$350,478.19
9/28/2016			\$3,550.73	\$354,028.92
9/28/2016		-\$297,677.68		\$56,351.24
9/29/2016			\$8,020.16	\$64,371.40
9/29/2016			\$264.08	\$64,635.48
9/29/2016			\$3,182.07	\$67,817.55
9/29/2016		-\$145.00		\$67,672.55
9/29/2016		-\$28.40		\$67,644.15
9/29/2016		-\$794.74		\$66,849.41
9/30/2016		-\$930.00	\$24,808.57	\$90,727.98
9/30/2016			\$5,654.47	\$96,382.45
9/30/2016			\$124.87	\$96,507.32
9/30/2016			\$156.64	\$96,663.96
9/30/2016			\$240.81	\$96,904.77
9/30/2016		-\$2.63	\$22,747.00	\$119,649.14
9/30/2016			\$27,626.69	\$147,275.83

Fund #	Fund Title	Unaudited	Unaudited		Unaudited
		6/30/16	YTD	YTD	September
		Fund Balance	Revenue	Expenditures	Fund Balance
					9/30/16
100X	General Fund	2,216,507	540,974	1,458,441	1,299,040
2002	State COPS	54,926	(11)	29,169	25,746
2006	Snow Removal	59,031	(55)	108	58,869
2007	Streets	364,856	232,271	314,199	282,927
2010	Street Mitigation	21,266	2,502	0	23,768
2011	Police Mitigation	24,006	3,257	0	27,262
2012	Fire Mitigation	108,250	4,182	0	112,432
2013	Park Dedication	167,632	(99)	2,079	165,454
2014	State of CA - Prop 30/AB 109	34,615	0	6,168	28,447
2016	State Comm. Dev. Rev.FD	1,444,781	(39)	221,606	1,223,135
2017	<del>State Economic Rev. FD</del>	Combined 2017 with 2016 for First Time Homebuyers			
2018	Home Revolving Fund	766,391	(160)	0	766,231
2030	Traffic Safety	75,529	210	0	75,739
2035	Traffic Signals Fund	96,534	(56)	0	96,478
2037	Skyline Bicycle Lane	7,520	(4)	0	7,516
3015	City Hall Parking Lot	13,848	0	0	13,848
4001	Miller Fletcher	592,756	54	625	592,185
4003	City Hall Debt Service	52,244	33,756	67,305	18,695
4004	2013 CalPERS Refunding Loan	359,216	83,901	0	443,117
4005	Community Pool Debt Service	35,959	16,512	83,386	(30,915)
711X	Water Funds	1,192,257	822,882	582,112	1,433,027
7201	Airport	2,178,655	64,370	65,621	2,177,404
7301	Geothermal	572,581	18,261	14,533	576,309
740X	Natural Gas	(804,250)	288,985	863,225	(1,378,490)
7530	Golf Course	2,434,394	114,520	90,124	2,458,790
7620	PW Admin/Engineering	45,265	64,209	68,087	41,387
7630	Risk Management	412,361	175,743	509,742	78,362
8402	LAFCO	40,810	(27)	5,143	35,640
8404	Air Pollution	259,684	45,602	69,123	236,163
8405	Air Pollution - Carl Moyer	263,450	179,841	100,000	343,291
<b>TOTALS</b>		<b>13,091,074</b>	<b>2,691,580</b>	<b>4,550,796</b>	<b>11,231,858</b>

AGENDA ITEM 9A

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

\_\_\_\_\_ Motion Only  
\_\_\_\_\_ Public Hearing  
  X   Resolution  
\_\_\_\_\_ Ordinance  
\_\_\_\_\_ Information

**Submitted By:** Heidi Whitlock, Assistant to the City Administrator

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 16-5335**, Approving and authorizing Mayor to execute Recreation Ground Lease with the Honey Lake Valley Recreation Authority (HLVRA).

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** An agreement has been reached between the City and the HLVRA for a 99-year Recreation Ground Lease for a portion of the triangular piece of property with APN #107-125-12. Site improvements including, but not limited to utilities (including wells) curb, gutter and sidewalk, in addition to other pool related improvements, will be completed for public use.

**FISCAL IMPACT:** \$1.00

**ACTION REQUESTED:** Motion to approve Resolution No. 16-5335 Approving and authorizing Mayor to execute Recreation Ground Lease with the HLVRA

**ATTACHMENTS:** Resolution No. 16-5335  
Recreation Ground Lease HLVRA

**RESOLUTION NO. 16-5335**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**APPROVING AND AUTHORIZING MAYOR TO EXECUTE**  
**A RECREATION GROUND LEASE WITH THE**  
**HONEY LAKE VALLEY RECREATION AUTHORITY**

**WHEREAS**, the City of Susanville ("City"), a municipal corporation, owns and maintains real property adjacent to the west side of 720 South Street in Susanville, California, and which is more particularly described in the Recreation Ground Lease Agreement ("Lease"), a copy of which is attached hereto as Exhibit "1" and incorporated herein by reference; and

**WHEREAS**, the Honey Lake Valley Recreation Authority, a joint powers authority consisting of both the City of Susanville and the County of Lassen, owns adjacent property, commonly referred to as 720 South Street, Susanville, California, upon which it is developing and will be operating a community swimming pool ("Public Pool"); and

**WHEREAS**, the Honey Lake Valley Recreation Authority desires to lease the property described in Exhibit A to the Lease ("Property") to make improvements, including, but not limited to, utilities (including well(s)), curb, sidewalk and gutter improvements, along with Public Pool and related improvements, the construction, use, maintenance, and the repair and replacement of such improvements for public recreational use in exchange for rent in the amount of one dollar (\$1.00) for the term of the lease; and

**WHEREAS**, the City is authorized by Government Code section 37396 to lease its property for recreational purposes for a period not to exceed ninety-nine (99) years; and

**WHEREAS**, the City Council of the City of Susanville having read and considered the Lease, hereby finds that it is in the public interest to enter into the Lease on the terms and conditions set forth therein; and

**WHEREAS**, the City Council finds the lease of the Property is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15061(b)(3), 15311, 15319, and 15323; and

**WHEREAS**, the City Council being desirous that development in the area of the leased premises should be orderly and in the betterment of the surrounding areas of the City, and that the Lease will further such goals.

**NOW, THEREFORE**, be it resolved as follows:

1. The City Council of the City of Susanville hereby agrees to enter into the aforesaid Lease attached hereto as Exhibit "1";
2. The Mayor of the City of Susanville is hereby authorized and directed to execute the said Lease attached hereto as Exhibit "1," and any other documents necessary and/or pertaining to the aforesaid Lease;

3. The City Clerk is directed and authorized to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder, as well as the original of the aforesaid Lease.

Dated: November 2, 2016

APPROVED:

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Kathie F. Garnier, Mayor

The foregoing Resolution No. 16-5335 was adopted at a special meeting of the City Council of the City of Susanville held on the 2nd day of November, 2016 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

ATTEST:

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Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

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Jessica Ryan, City Attorney

**RECREATION GROUND LEASE**  
**HONEY LAKE VALLEY RECREATION AUTHORITY**

This Recreation Ground Lease (the "Lease") is dated November \_\_\_\_, 2016 ("Effective Date"), between the **City of Susanville**, a California municipal corporation and political subdivision of the State of California ("Lessor"), and the **Honey Lake Valley Recreation Authority**, a California joint powers authority ("Lessee"), collectively referred to as the "Parties" and singularly as "Party."

**RECITALS**

A. Lessor is the Lessor of certain real property located in the City of Susanville, County of Lassen, California, more fully described on **Exhibit A**, attached hereto and made a part hereof (the "Property").

B. Lessee owns adjacent property ("Lessee's Property") upon which it is in developing and will be operating a community swimming pool ("Public Pool").

C. Lessee desires to lease a portion of Lessor's Property to make improvements including but not limited to utilities (including well(s)), curb, sidewalk and gutter improvements, along with Public Pool and related improvements, the construction, use, maintenance, repair and replacement of such improvements for public use.

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

**AGREEMENT**

1. **Premises**. Lessor hereby leases to Lessee, and Lessee hereby agrees to lease from Lessor, a portion of Lessor's Property, which is legally described in **Exhibit B-1** and depicted in **Exhibit B-2**, attached hereto and incorporated herein (the "Premises"), on the terms and conditions described herein.

2. **Term**. The term of this Lease commences upon the Effective Date and shall terminate ninety-nine (99) years thereafter.

3. **Rent**. Lessee shall pay the amount of \$1.00 for the term of the Lease, payable to Lessor upon execution of this Lease.

4. **Use**. Lessee shall have the right to use the Premises for public use and recreational purposes, including, but not limited to, the improvement and maintenance of utilities (including well(s)), curbs, gutters, sidewalks, and Public Pool and related improvements (collectively, the "Improvements"). Lessee shall not use the Premises for any unlawful purpose and Lessee shall not commit any waste or any public or private nuisance upon the Premises. Lessee shall not store or use, generate, store or dispose of any hazardous materials on the leased Premises.

5. **Premises As-Is**. By entering into this Lease, Lessee acknowledges that it has been given the opportunity to study the suitability of the Premises, and has concluded, in its sole discretion, that it shall accept the Premises in its condition, with all faults and conditions. Lessor makes no representations as to the suitability of the Premises for the use proposed by Lessee.

6. Improvements.

6.1 Governmental Approvals. Lessee shall, at its sole cost and expense, apply for and obtain all licenses, permits, and approvals, required by any local, state or federal governmental authorities for installation of the Improvements within the Premises (collectively, the "Governmental Approvals"). Lessor shall make reasonable efforts to cooperate with the Lessee in connection with obtaining such Governmental Approvals.

6.2 Construction and Costs. Lessee shall install the Improvements, at its sole cost and expense. All work to be performed for installation of the Improvements shall be performed diligently and in a first-class, workmanlike manner by a licensed contractor, after obtaining the Governmental Approvals, in accordance with all applicable laws.

6.3 Alterations or Additions. Lessee shall not make any alterations or additional improvements to the Premises, other than those related to the allowable uses described in this Lease, without first obtaining the prior written consent of the Lessor.

6.4 Liens. Lessee shall keep the Property free from any and all liens arising out of any work performed or materials furnished or incurred by or for the Lessee. If any mechanic's liens are filed in connection with work undertaken by the Lessee, the Lessee shall promptly discharge such lien within twenty (20) days of the date of filing, provided, however, that if the Lessee determines in good faith that a lien should be contested, it shall post any bond as may be required to prevent the commencement of foreclosure proceedings against the Property or Improvements. If Lessee fails to cause the lien or encumbrance to be removed, then Lessor will be entitled, but not obligated to, discharge or bond the same, and bill the cost thereof, to Lessee to be immediately payable. Lessee will indemnify and hold Lessor harmless from any and all liabilities and costs to the extent resulting from Lessee's failure to timely secure the same.

6.5 Prevailing Wage. To the extent that any Improvements or other improvements on the Premises are paid for, in whole or in part, out of "public funds," construction of those improvements will be a "public work" within the meaning of Labor Code section 1720 and Labor Code section 1771, and the work performed in connection with such improvements shall be performed as a "public work" using the applicable general prevailing rate of wages in Sacramento, as determined by the Director of the Department of Industrial Relations pursuant to Section 1770 and 1773 of the California Labor Code.

7. Utilities. Lessee shall, at its sole cost and expense, arrange for electricity, water, gas, geothermal water and other utilities necessary for Lessee's operations to be provided to the Premises directly from such providers. During the Term, Lessee shall pay, before delinquency, all charges or assessments for telephone, water, sewer, gas, heat, geothermal water, electricity, garbage collection, and all other utilities and services of any kind that may be used on or in connection with the Premises.

8. Taxes and Assessments. A possessory interest subject to taxation and special assessments may be created by this Lease. Notice is hereby given pursuant to Revenue and Taxation Code section 107.6 and Government Code section 53340.1, that such property interest may be subject to taxation and special assessments, if created, and that the Party in whom the possessory interest accrues may be subject to the payment of taxes and assessments levied on such interest. Lessee shall pay all such real property possessory interest taxes attributable to the Premises prior to delinquency. Lessee shall also promptly pay, when due, all personal property taxes on any Improvements and personal property, and any other taxes payable by Lessee.



Lessee shall also pay all other assessments levied on the Premises, including, but not limited to, flood tax assessments, and CFD assessments, if any.

9. Repairs and Maintenance. Lessee agrees, at Lessee's sole cost and expense, to keep the Premises in good condition and repair throughout the Term of the Lease. Lessee shall promptly and properly repair during the Term hereof, and upon termination of this Lease, any damage or injury caused by Lessee's use of the Premises.

10. Insurance. At all times during the Term, Lessee will carry and maintain, at Lessee's sole cost and expense, insurance subject to approval by Lessor:

11. Indemnification. Lessee shall defend, pay, indemnify and hold harmless Lessor, its directors, officers, officials, employees, agents, invitees, and volunteers from all claims, suits, actions, damages, demands, costs or expenses of any kind or nature by or in favor of anyone whomsoever and from and against any and all costs and expenses, including, without limitation, court costs and reasonable attorneys' fees, resulting from or in connection with loss of life, bodily or personal injury or property damage or arising out of or connected in any way with the use and operation of the Premises by Lessee, whether within or without the scope of this Lease, whether or not it is caused in part by a party indemnified hereunder.

12. Compliance with Law. Lessee shall, at its sole cost and expense, comply with all of the requirements of all municipal, local, state and federal authorities now in force, or which may hereafter be in force, pertaining to the specific activities of Lessee on the Premises.

13. Damage, Destruction and Condemnation. If the Premises is damaged by fire or other casualty so that Lessee is deprived of whole or partial use thereof, or if the whole or a part of the Premises is taken pursuant to any condemnation proceeding, then Lessee shall notify Lessor whether (a) Lessee intends to replace the Improvements, in which case this Lease will continue in full force and effect, or (b) Lessee does not intend to replace the Improvements, in which case, this Lease will terminate upon written notice from Lessee, subject to any provisions hereof, which by their terms or reasonable implication, shall survive such termination.

14. Assignment and Sublease. Lessee shall not voluntarily or by operation of law assign, transfer, mortgage, sublet, or otherwise transfer or encumber all or any part of the Lessee's interest in the Lease or in the Premises. Any attempted assignment, transfer, mortgage, encumbrance, or subletting without such consent shall be void, and shall constitute a breach of this Lease without the need for notice to Lessee.

15. Surrender of Property. Upon expiration or earlier termination of this Lease, Lessee shall surrender the Premises to the Lessor. At Lessor's request, Lessee shall remove all Improvements and shall otherwise restore the Property to its original condition, exclusive of reasonable use and wear and tear, at Lessee's sole cost and expense. The utilities may remain in place or be relocated by Lessee in Lessee's sole discretion. If within a reasonable time period after the expiration or earlier termination of this Lease, Lessee has not removed the Improvements requested to be removed and has not restored the Premises as required by this Lease, Lessor may do so and Lessee shall reimburse Lessor for all reasonable expenses or costs for such removal and restoration. Lessee's obligations under this section shall survive the expiration or other termination of this Lease.

16. Default, Remedies and Early Termination.

16.1 Default. Any of the following events or occurrences shall constitute a material breach of this Lease by Lessor and, after the expiration of any applicable grace period, shall constitute an event of default (each an "Event of Default"):

(a) The failure by Lessee to perform any other obligation under this Lease, if the failure has continued for a period of thirty (30) days after Lessor demands in writing that Lessee cure the failure. If, however, by its nature, the failure cannot be cured within thirty (30) days, Lessee may have a longer period as is necessary to cure the failure, but this is conditioned upon Lessee promptly commencing to cure within the thirty (30) day period, and thereafter, diligently completing the cure.

(b) Any of the following: a general assignment by Lessee for the benefit of Lessee's creditors; any voluntary filing, petition, or application by Lessee under any law relating to insolvency or bankruptcy, whether for a declaration of bankruptcy, a reorganization, an arrangement, or otherwise; the abandonment, vacation, or surrender of the Premises by Lessee without Lessor's prior written consent; or the dispossession of Lessee from the Premises (other than by Lessor) by process of law or otherwise.

16.2 Remedies. In the event of any such default by Lessee, Lessor may at any time thereafter, with or without notice or demand and without limiting Lessor in the exercise of any right or remedy which Lessee may have at law or equity by reason of such default, terminate Lessee's right to possession of the Property by any lawful means, in which case, this Lease and the Term hereof shall terminate and Lessee shall immediately surrender possession of the Premises to Lessor. Lessor shall be entitled to recover from Lessee all damages incurred by Lessor by reason of Lessee's default, including, but not limited to, the cost of recovering possession of the Property and reasonable attorney's fees.

16.3 Early Termination. Notwithstanding anything to the contrary contained in this Lease, either Party may terminate this Lease upon thirty (30) days' written notice to the other Party if Lessee permanently discontinues use of Lessee's Property (and thereby the Premises in connection therewith) for use as a Public Pool or other public recreational or park purposes under Government Code § 37396(a).

17. Notices. Except as otherwise expressly provided by law, all notices or other communications required or permitted by this Lease or by law to be served on or given to either Party to this Lease by the other Party shall be in writing and shall be deemed served when personally delivered to the Party to whom they are directed, or in lieu of the personal service, upon deposit in the United States Mail, certified or registered mail, return receipt requested, postage prepaid. Notices delivered personally or by certified mail, return receipt requested, will be effective three (3) business days after placed in the mail or immediately upon receipt (or refusal of delivery or receipt); notices sent by independent messenger or courier service will be effective one (1) business day after acceptance by the independent service for delivery.

LESSOR: City of Susanville  
66 N. Lassen Street  
Susanville, CA 96130  
Attention: City Administrator  
Facsimile: (530) 252-1020

LESSEE: Honey Lake Valley Recreation Authority  
66 N. Lassen Street

Susanville, CA 96130  
Attention: Executive Officer  
Facsimile: (530) 252-1020

Either Party may change the address for the purpose of this section by giving written notice of the change to the other Party in the manner provided in this section.

18. Binding on Successors. This Lease shall benefit and bind successors and/or heirs to the Parties hereto.

19. Real Estate Brokers. Each Party represents and warrants that no real estate commission, or finder's fee is payable in connection with this transaction. In the event that any broker perfects a claim for a commission or finder's fee, the Party through whom the broker or finder makes his claim shall be responsible for said commission or finder's fee and all costs and expenses, including reasonable attorney's fees, incurred by the other Party in defending against the same.

20. Entire Agreement. There are no oral agreements between Lessor and Lessee affecting this Lease, and this Lease supersedes and cancels any and all previous negotiations, arrangements, brochures, agreements and understandings, if any, between Lessor and Lessee or displayed by Lessor to Lessee with respect to the subject matter of this Lease or the Premises. There are no representations between Lessor and Lessee other than those contained in this Lease and all reliance with respect to any representations is based solely upon the terms of this Lease.

21. Authority. The Parties hereto warrant that each has the authority to execute this Lease and bind their respective Parties hereto.

22. Attorneys' Fees. If any action at law or in equity is brought on account of any breach of or to enforce or interpret any of the covenants, terms, or conditions of this Lease, or for the recovery of the possession of the Premises, the prevailing Party shall be entitled to recover from the other Party, as part of prevailing Party's costs, reasonable attorneys' fees, the amount of which shall be fixed by the court and shall be made a part of any judgment rendered.

23. Severability. If any provisions of this Lease shall be determined to be illegal or unenforceable, such determination shall not affect any other provision of this Lease and all such other provisions shall remain in full force and effect.

24. Law Governing. This Lease shall be governed by and construed pursuant to the laws of the State of California. Venue for any action brought to resolve any dispute relating to this Lease shall be the Superior Court of California for the County of Lassen.

25. Waiver. Any express or implied waiver of a breach of any term of this Lease shall not constitute a waiver of any further breach of the same or other term of this Lease.

26. Further Assurances. Each Party shall, whenever and as often as it shall be requested by the other Party, execute, acknowledge and deliver or cause to be executed, acknowledged and delivered, such further instruments and documents as may be necessary in order to complete the sale, conveyance and transfer herein provided, and to do any and all other acts, and to execute acknowledge and deliver any and all documents which are reasonably necessary to carry out the intent and purpose of this Lease.

27. Amendments. This Lease may be modified only in writing and only if signed by the Parties at the time of the modification.

28. Recordation of Memorandum of Lease. This Lease shall not be recorded, but the Parties shall execute and record a Memorandum of Lease, attached to this Lease as **Exhibit C**. The Memorandum of Lease shall be recorded with the Lassen County Recorder's Office at Lessee's expense.

29. Counterparts. This Lease may be executed in one or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same Lease.

*[Remainder of Page Intentionally Left Blank]*

**IN WITNESS WHEREOF**, the Parties have executed this Lease as of the date first above written.

LESSOR:

**City of Susanville,**  
a California municipal corporation  
and political subdivision of the State of California

By: \_\_\_\_\_  
**Kathie Garnier, Mayor**

APPROVED AS TO FORM:

By: \_\_\_\_\_  
**Jessica Ryan, City Attorney**

ATTEST:

By: \_\_\_\_\_  
**Gwenna MacDonald, City Clerk**

LESSEE:

**Honey Lake Valley Recreation Authority,**  
a California joint powers authority

By: \_\_\_\_\_  
**Jared G. Hancock, Executive Officer**

APPROVED AS TO FORM:

By: \_\_\_\_\_  
**Maggie Stern, Legal Counsel**

## Exhibit A

### (Legal Description of Property)

The land referred to herein is situated in the State of California and is described as follows:

#### Parcel 1:

Portions of Block 4 and Plum Street as said Block and Street is shown on the "Official Map of Winchester Addition to Susanville", filed June 30, 1920 in the office of the Lassen County Recorder, in Book 1 of Maps, at Page 17, described as follows:

(a) Lot 12 and that portion of the West half of Plum Street duly abandoned, lying contiguous thereto, lying Southerly of the existing line of South Street.

(b) The East half of Lot 13 and that portion of the West half of said Lot described as follows:

Beginning at the Northwest corner of Lot 13, thence S 68° 32'40" E, 64.25 feet to a point in the East line of the W ½ of said Lot; thence N 7° 58'20" E, 14.98 feet along said East line to the North line of said Lot; thence N 82° 01'40" W, 62.48 feet along the North line of said W ½ to the point of beginning.

#### Parcel 2:

A portion of South Street, duly abandoned as said street is shown on the above referred to map, described as follows:

Commencing at the Section corner common to Sections 31 and 32, Township 30 North, Range 12 East, Mount Diablo Meridian; thence along the South line of said Section 31, S 89° 47'18" W, 232.75 feet to a point in the centerline of the alley in said Block 4, extended Southerly and the point of beginning; thence N 7° 58'20" E, along said centerline extension 58.41 feet to a point in the North line of said abandoned South Street; thence S 89° 47'18" W along said North line 73.22 feet, to the Southwest corner of the E ½ of said Lot 13; thence S 7° 58'20" W, 58.41 feet to the aforesaid South line of said Section 31; thence along said South line N 89° 47'18" E, 73.22 feet to the point of beginning.

**Exhibit B-1**

(Legal Description of Premises)

The land referred to herein is situated in the State of California and is described as follows:

PROPOSED DESCRIPTION  
LEASE TO HONEY LAKE VALLEY RECREATION AUTHORITY

A PORTION OF SOUTH STREET IN SECTIONS 31 AND 32, T30N R12E, MDM, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID SECTION 31 AS SHOWN ON THAT RECORD OF SURVEY MAP FOR HONEY LAKE VALLEY RECREATION AUTHORITY FILED APRIL 20, 2015 IN BOOK 44 OF MAPS AT PAGE 8 IN THE OFFICE OF THE LASSEN COUNTY RECORDER, AND RUNNING THENCE ALONG THE SOUTH LINE THEREOF, N 89°08'26"W 150.00 FEET TO THE NORTHWEST CORNER OF THOSE LANDS DESCRIBED IN THAT DEED TO THE HONEY LAKE VALLEY RECREATION AUTHORITY RECORDED JANUARY 26, 2015 AS DOCUMENT NUMBER 2015-00331, LASSEN COUNTY RECORDS; THENCE ALONG THE NORTHERLY EXTENSION OF THE WEST LINE OF SAID DEED, N 01°16'34"E 79.75 FEET; THENCE S 66°03'18"E 203.64 FEET TO THE SOUTH LINE OF SAID SECTION 32, BEING ALSO THE SOUTH LINE OF SOUTH STREET; THENCE ALONG SAID SOUTH LINE, N 88°58'59"W 37.91 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.17 ACRE MORE OR LESS.

Prepared By:

  
Fred R. Nagel, PLS 3989

Date:

8-21-16



August 22, 2016



**Exhibit B-2**

(Depiction of Premises)



**Exhibit C**

(Memorandum of Lease)

**NO RECORDING FEE REQUIRED  
PURSUANT TO  
GOVERNMENT CODE SECTION 27383**

**Recording Requested By and  
When Recorded Return To:**

**City of Susanville  
66 N. Lassen Street  
Susanville, CA 96130  
Attention: City Clerk**

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**MEMORANDUM OF LEASE**

This Memorandum of Lease (this "Memorandum") is made as of November \_\_\_\_, 2016, by and between the **City of Susanville**, a California municipal corporation and political subdivision of the State of California ("Lessor"), and the **Honey Lake Valley Recreation Authority**, a California joint powers authority ("Lessee"), who agree as follows:

1. Property. Lessor and Lessee are parties to that certain Recreation Ground Lease dated the same date herewith ("Lease"), the terms and conditions of which are hereby incorporated by this reference as if set forth in full herein, under which Lessor leases to Lessee the real property legally described on **Exhibit A** and depicted in **Exhibit A-1**, attached hereto and made a part hereof ("Premises") for recreation and park-related uses.
2. Term. The term of the Lease begins on the same date herewith and terminates ninety-nine (99) years thereafter ("Term"), or sooner in accordance with the terms of the Lease.
3. Assignment. Lessee's rights and obligations under the Lease shall not be assigned without Lessor's prior written consent, and any assignment without this consent shall be void.
4. Successors and Assigns. This Memorandum and the Lease shall bind and inure to the benefit of the Parties and their respective heirs, successors, and assigns.
5. Notice. This Memorandum has been prepared for the purpose of giving notice of the Lease, and of its terms, covenants, and conditions, and for no other purposes. This Memorandum shall not be deemed to modify, alter or amend the provisions of the Lease, the terms of which remain in full force and effect. In the event any conflict exists between the terms of the Lease and this Memorandum, the terms of the Lease shall for all purposes govern and determine the relationship between the Lessor, the Lessee, and their respective rights and duties.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Memorandum as of the day and year first above-written.

LESSOR:

**City of Susanville,**  
a California municipal corporation  
and political subdivision of the State of California

By: \_\_\_\_\_  
**Kathie Garnier, Mayor**

LESSEE:

**Honey Lake Valley Recreation Authority,**  
a California joint powers authority

By: \_\_\_\_\_  
**Jared G. Hancock, Executive Officer**

**Exhibit A**

(Legal Description of Premises)

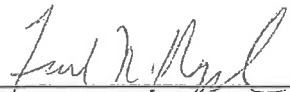
PROPOSED DESCRIPTION  
LEASE TO HONEY LAKE VALLEY RECREATION AUTHORITY

A PORTION OF SOUTH STREET IN SECTIONS 31 AND 32, T30N R12E, MDM, DESCRIBED AS FOLLOWS:

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CONTAINING 0.17 ACRE MORE OR LESS.

Prepared By:

  
Fred R. Nagel, PLS 3989

Date:

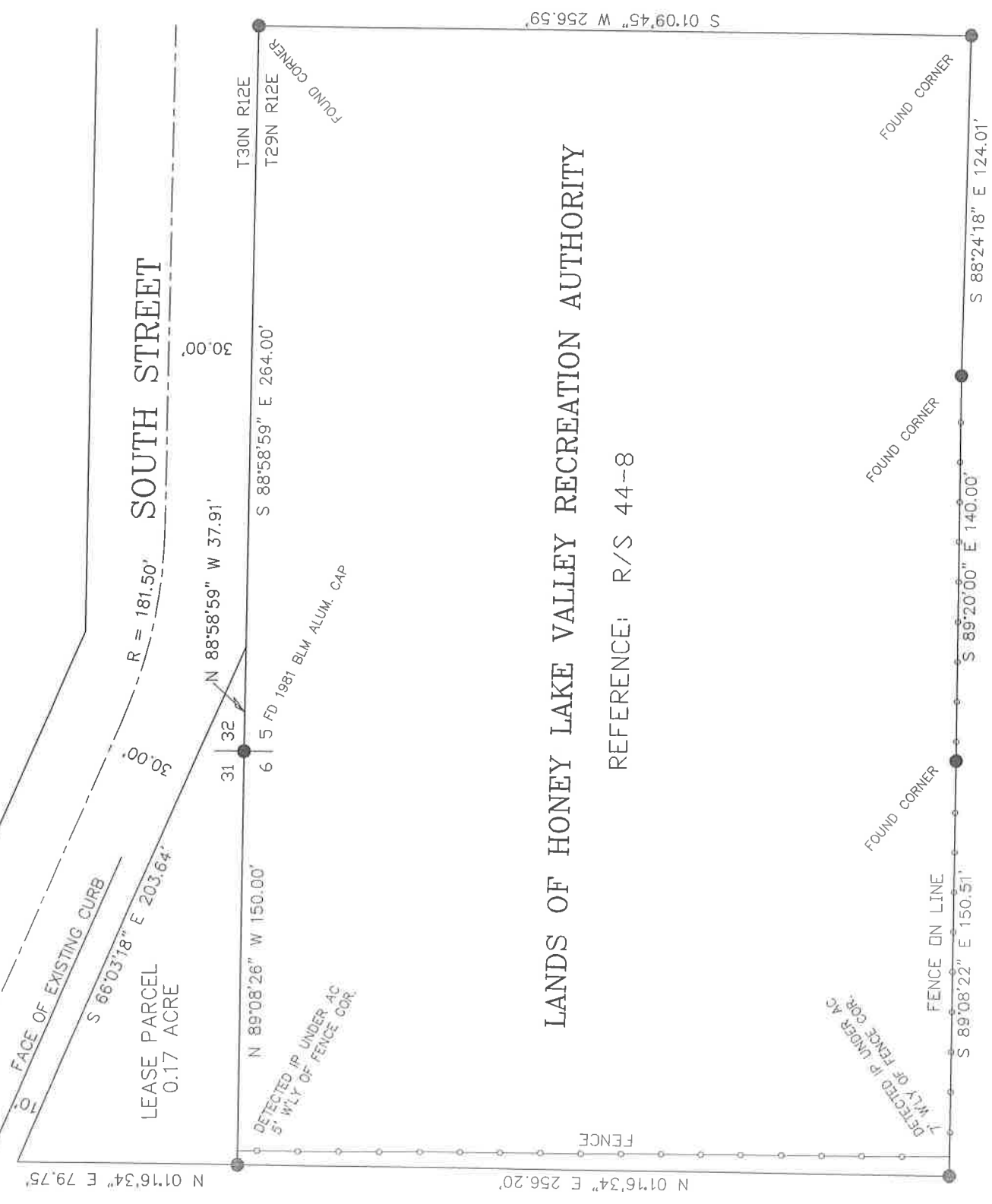
8-21-16



August 22, 2016

**Exhibit A-1**

(Depiction of Premises)



# LANDS OF HONEY LAKE VALLEY RECREATION AUTHORITY

REFERENCE: R/S 44-8



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

## ACKNOWLEDGEMENT

[illegible]

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_, a Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

(Seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

## ACKNOWLEDGEMENT

STATE OF CALIFORNIA )  
 )ss  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_, a Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

(Seal)

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

☒ Motion Only  
☐ Public Hearing  
☐ Resolution  
☐ Ordinance  
☐ Information

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

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Lassen County Chamber of Commerce Annual Magical Country Christmas on Saturday, December 3, 2016

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** The Lassen County Chamber of Commerce hosts the annual Magical Country Christmas in the historic uptown and will be celebrating the 11<sup>th</sup> year of this successful event. The City Council approved the request for street closure for the celebration which includes a lighted Christmas parade, tree lighting, and fireworks display. The City has received a request from the Chamber to allow the sale of alcoholic beverages on Main Street at "hot toddy" stations that will be set up at local businesses. Participants would be asked to provide photo identification and given a wrist band prior to being served any drinks, and it is proposed that approximately four stations will be set up at participating businesses. The Chamber will be applying for the appropriate liquor license through the Department of Alcoholic Beverage Control, and the service of alcohol will be restricted to the hours of 5:00 p.m. to 7:00 p.m. on December 3, 2016.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Motion to authorize the sale of alcoholic beverages at the Magical Country Christmas event.

**ATTACHMENTS:** None.

Reviewed by:    JH    City Administrator  
           City Attorney

           Motion only  
           Public Hearing  
   X    Resolution  
           Ordinance  
           Information

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

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Numa Road Speed Limit between Skyline Road and Spring Ridge Drive

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

**SUMMARY:** The City has received reports from residents in the Numa Road area of vehicles traveling at unsafe speeds along Numa Road. Staff has prepared an engineering and traffic study (E&TS) and determined that a speed limit of 30 mph is supported.

Presently there is no speed limit posted on Numa Road. The California Manual on Uniform Traffic Control Devices (MUTCD) requires that posted speed limits be within 5 mph of the 85<sup>th</sup> percentile as determined by a speed survey. The speed survey indicates an 85<sup>th</sup> percentile of 35 mph. The E&TS supports lowering the speed limit to 30mph.

The purpose of an E&TS is to determine the most appropriate posted speed limit given the conditions present for special conditions specific to the corridor in question. Examples of these conditions include traffic volumes, type of approaches, speeds for approaching traffic, sight distance, roadside development and the environment, accident history over a 12 to 24 month period, along with parking practices and pedestrian activities.

The California Vehicle Code (CVC) provides authority to local jurisdictions to set prima facie speed limits based on the findings of an E&TS. This must be done by ordinance. Numa Road does not meet the CVC definition of a residential district; therefore no prima facie speed limit exists currently. Staff is recommending setting the speed limit at 30mph based on the recently completed E&TS and is seeking direction from City Council to move forward by preparing an ordinance setting the speed limit.

**FISCAL IMPACT:** The cost for new speed limit signs is estimated at approximately \$250 per sign, which includes a post and anchor.

**ACTION REQUESTED:** Provide direction to staff to prepare ordinance setting speed limit on Numa Road at 30 mph.

**ATTACHMENTS:** Numa Road Engineering and Traffic Study.

CITY OF SUSANVILLE  
Public Works Department  
720 South Street  
(530) 257-1041



## ENGINEERING AND TRAFFIC SURVEY

Date of Speed Study: April 6, 2016

Location(s): Numa Road btw Cameron and Shadow Mountain

Limits of Study: Skyline Road to Spring Ridge Drive

Description of Roadway: The road is a two lane partially developed road with intermittent areas of residential development. A concentration of homes exists mostly between Cameron and Overlook. Areas north and south of this segment, for the most part, are undeveloped. The road contains several dramatic horizontal and vertical alignment changes that present significant potential for adequate sight distance restrictions.

Operational Control: The corridor is controlled at Skyline on the south ('T' intersection) and Spring Ridge on the north. Intersecting streets are controlled with STOP signs with two way control at Cameron and Shadow Mountain. A 'T' intersection exists at Overlook (east side).

Functional Classification: Arterial

Residential Density: Direct access from individual residences to Numa is minimal. There are two access points immediately north of Cameron and these are for residential access. A church access on the east side exists more to the north but doesn't present immediate impacts to the area of concern. Residences with rear or side yards along Numa are presently numbered at 11 with two parcels remaining to be developed. The street in this area is over 1,320 feet long. Several local streets take access to and from Numa Road from adjacent developments. These streets present an additional component in considering the density of the corridor.

Accident History Reviewed? ☒ Yes ☐ No No. Accidents: None

Accidents: The past five years of accidents have been reviewed with the Chief of Police. The frequency of accidents is non-existent and, does not introduce itself as being a factor in determining the appropriate limit.

Speed Limit Posted? ☐ Yes ☒ No Current Limit: None

### Speed Study Results:

85<sup>th</sup> Percentile: 35 Pace: 25-34 % in Pace: 60.3%  
Prima Facie Speed Limit: None Recommended Speed Limit: 30  
No. Vehicles in Survey: 214 Peak Hour(s): 11:00AM to 12:00PM

Additional Factors: Variations in the width from 16 to 20 feet of the road are present in areas where unconventional transitions for restrictions and travel lanes vary. Both the vertical and horizontal alignments of the street change considerably and present impacts on appropriate sight distance depending on whether a vehicle is traveling northbound (up slope) or southbound (down slope). These areas are also in proximity to likely sight distances restrictions for decisions making at intersections and are significant factors, given the right set of conditions.

Justification: With an 85<sup>th</sup> percentile of 35MPH, the typical posted limit would be 35mph. However, a reduction of 5 miles per hour should be made for anticipated increases in densities and sight distances concerns. It should be noted that an analysis made with the Caltrans Highway Design Manual (HDM) indicates no measurable concerns for sight/decision distances. But this manual caters more to highway conditions and some engineering judgment is needed to interpolate its application on local roads. An example is the intersections of Numa Road with Shadow Mountain and Cameron, particularly from the west side of the street (eastbound traffic) that present a degree of restricted visibility for vehicles attempting to merge onto Numa Road. A reduced speed for Numa Road will allow a longer decision time to enter the traffic flow stream especially southbound or down slope.

Consultation with enforcement and other affected jurisdictions/entities:

Police Chief contacted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Concur: <u>Yes</u>
County Sheriff contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
Highway Patrol contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
School District contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>

Comments: The interim Chief of Police was contacted for accident history data and his professional opinion regarding each segment.

Summary of Recommendations: Based on the above factors, the recommendation is to set the posted speed limit to 5mph less than with the 85<sup>th</sup> percentile. A case should be made to drop the speed limit as much as an additional 5 mph with these extenuating conditions currently present. Reductions to the limit should be done by ordinance of the Susanville City Council.

Action Items: Post a speed limit of 30mph for the corridor from Skyline to Spring Ridge and in revisit every 5 years or once the area further develops or the accident history changes. All efforts shall be in accordance with Section 627 and following of the California Vehicle Code. Establish by ordinance a 30mph zone throughout the study corridor between streets.

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

Daniel Gibbs, City Engineer  
RCE 59480, Exp 12/31/17  
dgibbs@cityofsusanville.org



Date Prepared: August 2016

Council Approval Date: November 2, 2016

Resolution No.: 16-5XXX

Reviewed by: JCH City Administrator  
           City Attorney

  X   Motion only  
       Public Hearing  
       Resolution  
       Ordinance  
       Information

**Submitted by:** Daniel Gibbs, City Engineer

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Speed zones at McKinley School, Meadowview School, and Diamond View School

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

**SUMMARY:** At the direction of City Council, staff has performed engineering and traffic surveys (E&TS) in compliance with Section 627 of the California Vehicle Code (CVC) and applicable chapters within the California Manual on Uniform Traffic Control Devices (MUTCD) at locations in the City where schools front on public streets. The purpose of an E&TS is to determine the most appropriate posted enforceable speed limit given the conditions present for special conditions specific to the corridor in question.

The CVC sets school zone speed limits at 25 MPH. The CVC provides a process allowing speed limits to be lowered. The process requires an E&TS to identify conditions that support the reduced speed limit. Speed study characteristics to be considered include the 85<sup>th</sup> percentile, road characteristics (e.g. shoulder condition, grade, and alignment), the pace, roadside development and environment, parking practices and activities plus accident history over a 12 to 24 month period.

Specifically, the following school locations were studied for McKinley, Meadow View and Diamond View Schools located along Fourth Street between Ash and Spring Streets, Paiute Lane between Cameron and Skyline, and Richmond Road between Pearl Circle and Hospital Lane, respectively.

Both school district administration and the Chief of Police have been approached and consulted regarding the results of the study and staff recommendations. The school district is in concurrence with posting 15MPH speed limits in front of the schools. Of the three E&TS's performed, only Fourth Street in front of McKinley School supports the placement of a 15MPH zone. The Police Chief has reviewed the studies and concurs with the findings.

**FISCAL IMPACT:** The cost for new speed limit signs is estimated at approximately \$100 per sign.

**ACTION REQUESTED:** Receive report, direct staff to prepare ordinance lowering the school zone speed limit on Fourth Street in front of McKinley School.

**ATTACHMENTS:** Engineering and Traffic Studies for School Zones on Fourth Street, Paiute Lane, and Richmond Road.



CITY OF SUSANVILLE  
Public Works Department  
Engineering and Traffic Survey  
(530) 257-1041

Date of Speed Study: March 15 - 21, 2016

Location(s): McKinley Elementary School

Limits of Study: Fourth Street between Hall and Spring Streets

Description of Roadway: Fourth Street is an east/west street serving a mostly residential neighborhood inclusive of with the school campus frontage. Fourth St. connects to Ash Street (SR139) on the west and ends at Mesa Street on the east. Several north/south streets with access from Main Street (SR36) to the south intersect as a "T" intersection at the campus into Fourth and others continue northerly around the east and west perimeters. Several crosswalks are present serving the campus pedestrian traffic at these intersections and at mid-block.

Operational Control: This corridor is unobstructed except for pavement markings consisting of limit lines and crosswalks. It is only controlled at Mesa on the east and Ash (SR139) on the west for a distance of approximately 0.35 miles or 1,900 feet. All intersecting streets are controlled with STOP signs with two way control at Hall and Spring 4-way intersections. 'T' intersections are present at McDow, Gilman, and Sacramento. There are no streets that contain cross gutters that could have a positive effect on speed reduction similar to a speed bump.

Functional Classification: Ccollector serving residential and an elementary school.

Residential Density: There are at least 15 access points (including alleys) exclusive of driveways serving the McKinley campus. The campus presently contains 4-6 access points but is being modified down to 3 with a parking lot improvement and circulation improvement project.

Accident History Reviewed? ☒ Yes ☐ No No. Accidents: 21 (6 w/injuries)

Accidents: The past five years of accidents have been reviewed with the Chief of Police. The frequency of accidents is moderate and therefore, introduces itself as being a factor in determining the appropriate limit.

Speed Limit Posted? ☒ Yes ☐ No Current Limit: 25

**Speed Study Results:**

85<sup>th</sup> Percentile: 28 Pace: 19-29 % in Pace: 67.5%  
Prima Facie Speed Limit: 25 Recommended Speed Limit: 15 (when children present)  
Avg. No. Vehicles in Survey: 650 to 750/weekday Peak Hour(s): 7am-8am, 12pm-1pm



**Additional Factors:** This area is a high demand traffic area at AM and PM peak hours due to the drop off of children for the elementary school. Additionally, several cross walks are present and in use during before and after school serving the neighborhoods to the south. The high likelihood of potential conflicts between children and vehicles is evident and speeds should be considered to be set at the lowest limit allowed under the current laws. Densities for access points from multiple locations is present with unanticipated vehicular movements in and out of residential driveways, cross streets and alleys. These access points are used by many different types of vehicles throughout each day whether for services, deliveries, maintenance and emergency response.

**Justification:** With the proximity to the elementary school campus, midblock crossings, lack of STOP control east and west, and the given length of street with unobstructed view the typical driver of motor vehicles will develop a high comfort level for increasing their vehicular speed as they travel through this corridor. Effective speed limit setting and signage is important to provide a safer environment for children crossing Fourth Street, parents stopping along Fourth Street to drop off their children and allow for the proper enforcement of the limit determined as appropriate.

**Consultation with enforcement and other affected jurisdictions/entities:**

Police Chief contacted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Concur: <u>Yes</u>
County Sheriff contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
Highway Patrol contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
School District contacted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Concur: <u>Yes</u>

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**Summary of Recommendations:** Based on the above factors, the recommendation is to keep the posted speed limit in substantial compliance with the 85<sup>th</sup> percentile. However, a case could be made to drop the speed limit as much as an additional 5 mph for conditions with regard to accident history, density of access points or other conditions affecting the corridor. Secondly, a prima facie limit of 15mph during school hours is in order. Reductions to the posted speed limit during school hours should be done by ordinance of the Susanville City Council.

**Action Items:** Maintain the posted speed limit of 25mph for the corridor from Ash to Mesa and in accordance with Section 22358 and following of the California Vehicle Code, establish by ordinance a 15mph zone within 500 feet east and west of the McKinley campus limits on Fourth Street or between Hall and Fairfield Streets. Establishment shall comply with applicable sections of the CVC and MUTCD.

**Prepared By:** *PC Gibbs*  
Daniel Gibbs, City Engineer  
RCE 59480, Exp 12/31/17  
[dgibbs@cityofsusanville.org](mailto:dgibbs@cityofsusanville.org)

**Date:** August 2016

**Council Approval Date:** November 2, 2016

**Resolution No.:** 16-5XXX



CITY OF SUSANVILLE  
Public Works Department  
Engineering and Traffic Survey  
(530) 257-1041



Date of Speed Study: March 15 - 21, 2016

Location(s): Paiute Lane in front of Meadow View School

Limits of Study: Paiute Lane (City limits @ Susanville Ranch Park entrance) to Skyline Lane

Description of Roadway: Two lane with mostly residential on the east side, public school facilities on the west and open undeveloped land intermixed on the west side. This road transitions from a rural County unpaved road to a City residential street. The section of street is the main access to the school and Susanville Ranch Park. Medium density residential is prevalent on both sides of the street and with multiple access points from local streets.

Operational Control: The corridor is uncontrolled north of Skyline Road and north throughout the corridor to the park entrance (gravel road). Local residential streets throughout the area have STOP control at their entry onto Paiute Lane. Paiute Lane rises gradually as one travels northerly but no sight distances issues exist as a result.

Functional Classification: Collector

Residential Density: There are 9 local streets intersecting Paiute. All parcels contain side or rear yards only and are numbered at more than 20 with several lots yet to be developed.

Accident History Reviewed? ☒ Yes ☐ No No. Accidents: 2

Accidents: The past five years of accidents have been reviewed with the Chief of Police. The frequency of accidents is low and therefore, does not introduce itself as being a factor in determining the appropriate limit.

Speed Limit Posted? ☒ Yes ☐ No Current Limit: 25

**Speed Study Results:**

85<sup>th</sup> Percentile: 34-36 Pace: 23-32 % in Pace: 64.5%  
Prima Facie Speed Limit: None Recommended Speed Limit: No change  
Avg. No. Vehicles in Survey: 2,500/day Peak Hour(s): 7am-8am, 5pm-6pm (southbound)  
10am-11am, 3-8pm varies (northbound)

Additional Factors: This area is a high demand traffic area at AM and PM peak hours due to the drop off of children for the elementary school (Meadow View). Additionally, a midblock cross walk is present at Randolph Way directly across from the entrance and is in use during before and after school serving the neighborhoods to the east. The high likelihood of potential conflicts between children and vehicles is evident and speeds should be considered to be set at the lowest limit allowed under the current laws.

**Justification:** With the proximity to the elementary school campus, midblock crossings, lack of STOP control north and south, and length of street with an unobstructed view the typical driver of motor vehicles will develop a high comfort level for increasing their vehicular speed as they travel this corridor. Effective speed limit setting and signage is important to provide a safer environment for children crossing Paiute Lane, parents stopping along it to drop off their children and allow proper enforcement of the limit determined appropriate.

**Consultation with enforcement and other affected jurisdictions/entities:**

Police Chief contacted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Concur: <u>Yes</u>
County Sheriff contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
Highway Patrol contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
School District contacted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Concur: <u>No</u>

**Comments:** School administrators have requested a 15MPH posting during school hours. It is anticipated that enforcement and prosecution is not feasible given the existing conditions.

**Summary of Recommendations:** Based on the above factors, the recommendation is to increase the 85<sup>th</sup> percentile speed limit post the speed limit at 30 mph including a reduction of 5mph from the 35mph recorded in field data collecting. However, the 25mph speed zone for schools should be maintained for the area between 500 and 1,000 feet. School zone speed limits of less than 25mph require Council action once the E&TS is filed. This should be done by ordinance of the Susanville City Council.

**Action Items:** None

Prepared By: *DCG*  
Daniel Gibbs, City Engineer  
RCE 59430, Exp 12/31/17  
[dqibbs@cityofsusanville.org](mailto:dqibbs@cityofsusanville.org)

Date: August 2016

Council Approval Date: November 2, 2016

Resolution No.: 16-5XXX



CITY OF SUSANVILLE  
Public Works Department  
Engineering and Traffic Survey  
(530) 257-1041



Date of Speed Study: March 15 - 21, 2016

Location(s): Richmond Road along the frontage of Diamond View School between Hospital and Pearl

Limits of Study: Southerly City limits to South Street

Description of Roadway: Two lane with mixed use residential, government and public school facilities. This road transitions northerly from a rural County road to a City residential street for the most part. Posted speed limits south of this corridor approximately 500 feet outside the City limits are currently at 35mph. Intersections on the northerly end contain sight distance issues for cross traffic entering the traffic stream onto Richmond Road. Richmond Road rises considerably and then falls again north of Hospital Lane as traffic moves north and south.

Operational Control: The corridor is uncontrolled throughout the area with STOP control for side streets in several locations at Pearl, Modoc, and Hospital Lane. Intersections taking access on the northerly end contain sight distance issues for cross traffic entering the stream on Richmond Road. Richmond Road also rises considerably as traffic continues from south to north into the City. Several crossing occur in this area with one at midblock approximately 300 feet north of Pearl and at Modoc Street. Richmond is uncontrolled at both of these locations. There is a uncontrolled pedestrian crossing for school children at Modoc Street without advance warning beacons present.

Functional Classification: Arterial

Residential Density: More than 30 access points within 1/3 of a mile including several local streets, a church, a commercial trucking operation and a County Social Services facility

Accident History Reviewed? ☒ Yes ☐ No No. Accidents: 2

Accidents: The past five years of accidents have been reviewed with the Chief of Police. Fortunately, the frequency of accidents is low and therefore, does not introduce itself as being a Contributing factor in determining the appropriate limit. Both accidents were non-injury.

Speed Limit Posted? ☒ Yes ☐ No Current Limit: 25

**Speed Study Results:**

85<sup>th</sup> Percentile: 34-36 Pace: 24-35 % in Pace: 60.4 to 77.2%  
Prima Facie Speed Limit: 25 Recommended Speed Limit: No change  
Avg. No. Vehicles in Survey: 2,500/day Peak Hour(s): 7am-8am, 5pm-6pm (southbound)  
10am-11am, 3-8pm varies (northbound)

**Additional Factors:** Mixed use area with a wide spectrum of different types of traffic including logging trucks, commercial delivery, sight distance issues with the vertical alignment of the Richmond on the northerly end and pass through traffic feeding off of Modoc from Alexander to avoid portions of Richmond during peak hours. This presents a higher percentage of non-residential vehicular traffic. Additionally, the industrial area to the east and only access to the City from rural areas from the south presents an unusually high volumes for along the frontage of a school campus.

**Justification:** Given the unusual conditions of this corridor combined with a need to maintain a safer environment while walking to school AND crossing Richmond Road, keeping speeds as posted during these times on weekdays is prudent. Conditions during off school hours could be set at 30 mph given the 85<sup>th</sup> percentile of 34-36 and a 5mph reduction for unusual conditions of density and sight distance restrictions but would require Council action.

**Consultation with enforcement and other affected jurisdictions/entities:**

Police Chief contacted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Concur: <u>Yes</u>
County Sheriff contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
Highway Patrol contacted?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concur: <u>NA</u>
School District contacted?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Concur: <u>No</u>

**Comments:** The interim Police Chief does not support further reduction of the speed limits during school hours to 15MPH. School administrators are in support of a 15MPH speed zone when children are present. Enforcement and prosecution likely cannot be supported through the courts if pursued by law enforcement.

**Summary of Recommendations:** Based on the above factors, the recommendation is to keep the speed limit as posted. No justification for further reductions in the speed limit are warranted at this nor are enforceable. Consideration should be given to increasing the posted limit to 30MPH during times when school related activities are not in session. This should include weekend or evening sports activities as well.

**Action Items:** None

**Prepared By:** DC Gibbs  
Daniel Gibbs, City Engineer  
RCE 59480, Exp 12/31/17  
[dgibbs@cityofsusanville.org](mailto:dgibbs@cityofsusanville.org)

**Date:** August 2016

**Council Approval Date:** November 2, 2016

**Resolution No.:** 16-5XXX



Reviewed by: JCH City Administrator  
           City Attorney

  X   Motion only  
       Public Hearing  
       Resolution  
       Ordinance  
       Information

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

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Water Main Replacement Johnstonville Road, Lassen Ale Works

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

**SUMMARY:** The City has been approached by Impact Construction, Inc., a local contractor performing work for Lassen Ale Works, located at 702-000 Johnstonville, Road. Lassen Ale Works is renovating the building (old Tum-a-lum lumber) in preparation of relocation their brewing operation. A requirement to install a commercial fire sprinkler system has necessitated the installation of a 6" water main. The new 6" water main would connect to the City's 14" steel main located on the opposite side of Johnsonville Road.

Due to the depth of the existing 14" steel main line, and the proximity of the City's high pressure steel gas main, Impact Construction, Inc., has proposed to install approximately 250' of trench on the opposite side of Johnstonville Road. The proposed alignment would front the old Jeldwin property and run parallel to the roadway in the existing shoulder (See Attached).

There is an opportunity for a public/private partnership as the City has included replacement of a segment of the 14 inch steel main line in the Integrated Regional Water Management Implementation Grant. Impact Construction, through a contract with Lassen Ale Works, would trench, install the pipe, backfill, and repair asphalt, the City would provide the pipe and fittings. Lassen Ale Works requires a 6 inch mainline, however, if approved a 12 inch water main will be installed. A one inch service connection and 6 inch fire suppression connection will then be connected to the new 12 inch main line.

Staff is requesting direction from Council to proceed in preparing an agreement with Lassen Ale Works for the installation of approximately 250 feet of 12 inch water main.

**FISCAL IMPACT:** Estimated cost for materials to than \$12,500

**ACTION REQUESTED:** Provide direction to staff

**ATTACHMENTS:** Map showing approximate propo

Red  
line

SEE SH

Proposed  
New WATER  
MAIN 12"

1"-P-1980  
40"  
(COPELAND LBR)  
13-297

14" CONDUIT  
4' TO TOP FROM  
E OF HWY

10-W-60-69  
(COIN LBR CO.)  
13-52

1 1/2-G-14-62  
30"  
(LASSEN SAND)

1-G-16-67  
30" PKW

1"-P-1982

JOHNSTONVILLE

1-P-14-79  
45"

1-P-15-79  
45"

2-G-9-65  
(PROPANE CO.)  
5/8 3/4 1982  
ADAPTED

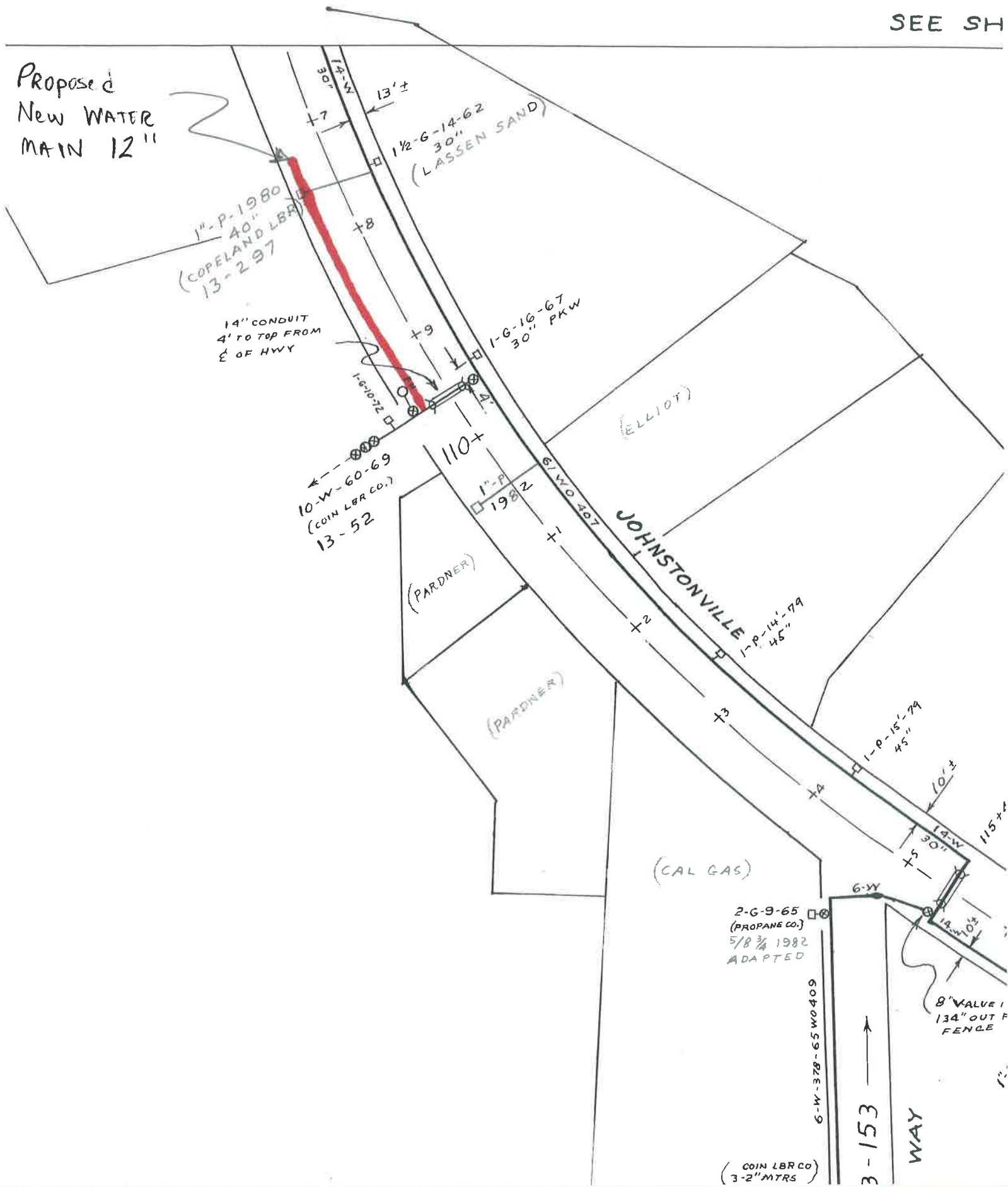
8" VALVE /  
134" OUT F  
FENCE

(COIN LBR CO)  
3-2" MTRS

WAY

3-153

6-W-378-65 W0409



AGENDA ITEM 12A

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

\_\_\_\_\_ Motion Only  
\_\_\_\_\_ Public Hearing  
X Resolution  
\_\_\_\_\_ Ordinance  
\_\_\_\_\_ Information

**Submitted By:** Heidi Whitlock, Assistant to the City Administrator

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 16-5334**, Approving and authorizing Mayor to execute MOU with the Professional Technical bargaining unit.

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** An agreement has been reached with the Professional Technical bargaining unit for the period of July 1, 2016 through June 30, 2018. The changes from the existing agreement include the update of the covered positions and the following:

Section 7 Salaries:

- A. For the period of July 1, 2016 through June 30, 2017. Salaries shall be increased 8% for Non-Safety personnel (and 9% for Safety personnel) as shown in Exhibit B (Non-Safety) and C (Safety) of the City of Susanville Global Range and Step Matrix.
- B. For the period of July 1, 2017 through June 30, 2018, salaries shall be increased by 1% as shown in Exhibit D (Non-Safety) and E (Safety) of the Susanville Global Range and Step Matrix.

Section 8 Retirement:

- A. For Legacy Employees as defined by the California Public Employee's Pension Reform Act (PEPRA) of 2013, the CITY shall pay the employer's share and the employee shall pay the employees' share (currently 8% for Non-Safety and 9% for Safety personnel) of the existing retirement program of 3% at 60 (Non-Safety) or 3% at 50 (Safety), single highest year, with California Public Employees Retirement System for Legacy employees.
- B. New Employees as defined by the CalPERS, hired after January 1, 2013 will be subject to the mandatory provisions of AB340/PEPRA.
  - Non-Safety employees 2% at 62
  - Safety employees 2.7% at 57

**FISCAL IMPACT:** Increase in current annual salary and benefits:  
Year 1 - \$9,837; Year 2 - \$5,113



**ACTION**

**REQUESTED:**

Motion to approve Resolution No. 16-5334 Approving and authorizing Mayor to execute MOU with the Professional Technical bargaining unit.

**ATTACHMENTS:**

Resolution No. 16-5334  
Professional Technical Unit Memorandum of Understanding

**RESOLUTION NO. 16-5334**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**APPROVING AND AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF**  
**UNDERSTANDING WITH THE PROFESSIONAL TECHNICAL BARGAINING UNIT**  
**FOR FISCAL YEAR 2016/2017 AND 2017/2018**

**WHEREAS**, the City of Susanville and representatives from the Professional Technical bargaining unit have negotiated a labor agreement according to the requirements of the Meyers-Milias-Brown Act; and

**WHEREAS**, the Bargaining Unit has ratified the respective agreement; and

**WHEREAS**, the agreement has been negotiated within the parameters established by City Council.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Susanville that the Memorandum of Understanding with the Professional Technical bargaining unit for the period of July 1, 2016 through June 30, 2018 is hereby approved.

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

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

The foregoing Resolution No. 16-5334 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 2nd day of November, 2016 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

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

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

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN AND FOR THE**  
**CITY OF SUSANVILLE**  
**AND THE**  
**PROFESSIONAL/TECHNICAL UNIT**

July 1, 2016 through and including June 30, 2018

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1. **INTRODUCTION**

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

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

2. **EMPLOYEE RIGHTS**

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

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

3. **CITY RIGHTS**

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

- A. To direct employees in the performance of their duties.
- B. To hire, promote, transfer, assign, and discipline employees.
- C. To dismiss employees because of lack of work, or in accordance with applicable provisions of the CITY's personnel ordinance and Personnel Policies and Procedures adopted by the City Council.
- D. To determine the mission of its divisions and departments, and its budget, organization, number of employees, and the numbers, types, classifications, descriptions, and grades of positions or employees assigned to an organizational unit, work project shift, or tour of duty, and the methods and technology of performing its work.
- E. To take whatever action may be appropriate to carry out its mission in situations of emergency with appropriate notification to Unit employees.
- F. To direct personnel based upon City Personnel Policies and Procedures adopted by the City Council where deemed applicable by the City Council.

- G. This section will not operate to deny any employee rights guaranteed by applicable law, including the Meyers-Milias-Brown Act.

4. **NONDISCRIMINATION**

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

5. **UNIT RECOGNITION**

The CITY agrees to acknowledge the UNIT as the only recognized employee organization representing the Professional/Technical employees listed in Exhibit A beginning July 1, 2009.

6. **UNIT DESCRIPTION**

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

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

- A. For the period of July 1, 2016 through June 30, 2017, salaries shall be increased by 8% for Non-Safety personnel (and 9% for Safety personnel) as shown in Exhibit B (Non-Safety) and C (Safety) of the City of Susanville Global Range and Step Matrix.

For the period of July 1, 2017 through June 30, 2018, salaries shall be increased by 1% as shown in Exhibit D (Non-Safety) and E (Safety) of the Susanville Global Range and Step Matrix.

- B. The compensation listed at the positions range and step shall constitute entire compensation, except as provided within this Agreement.
- C. Members of the UNIT whose positions are exempt from the requirements of the Fair Labor Standards Act are not eligible for standby pay, call back pay, overtime pay, or any other form of overtime compensation unless expressly authorized by the City Council under Section 24 (B) of this agreement.
- D. LONGEVITY: When an employee has been at Step E for two years, he/she may according to merit, be moved to Step F where step F is 5% higher than the current Range and Step. If the employee remains in Step F for two additional years he/she may, according to merit, go to Step G. Merit increases will not be automatic and will be based upon merit as evidenced by a performance evaluation. Merit increases will be limited to one per fiscal year. Longevity begins after an employee has been at Step E for two years and goes to Step F for two years, then is eligible to move to Step G. Longevity ends at Step G.

- E. CONTINUING EDUCATION: The City will reimburse employees for the cost of books and tuition for job related training (that has received approval of the City Administrator prior to enrollment) upon successful completion of each course. In addition employee will be compensated for mileage and travel expenses for any courses taken out of the area prior to the time of travel.

Program Incentive - Completion of the Associate or Bachelor Degree and/or completion of the appropriate POST certificate, an officer can receive a permanent pay increase of 2.5% or 5%, respectively, over and above the base pay for the classification shown in the current pay plan. The following criteria outlines the requirement at each level. Upon receiving a degree or appropriate certificates issued by POST, a permanent increase will be added to the base pay:

<u>Base + 2.5%, range regular full time</u>	<u>Base + 5% regular full time</u>
AA or AS Degree or Advanced Post Certificate	BS or BA Degree or Management Post Certificate
Police Lieutenant	Salary Range 152
Police Lieutenant II	2.5% incentive, Range 153
Police Lieutenant III	5% incentive, Range 154

Program Incentive - Building Official Certification as recognized by the International Code Council shall result in 2.5% incentive pay increase once certification is secured.

Program Incentive - Battalion Chief - Completion of the Associate or Bachelor Degree and/or completion of California Chief Officer Certification Courses (10), a Battalion Chief may receive a permanent pay increase of 2.5% or 5% respectively, over and above the base pay for the classification shown in the current pay plan. The following criteria outlines the requirements at each level:

<u>Base + 2.5%, regular full time</u>	<u>Base + 5% regular full time</u>
AA or AS Degree or CA Certified Fire Officer	BS or BA Degree, or CA Chief Officer Certification
Fire Battalion Chief	Base Range, 154
Fire Battalion Chief	2.5% incentive, Salary Range, 155
Fire Battalion Chief	5% incentive, Salary Range, 156

- F. CERTIFICATIONS AND LICENSING: The City will reimburse employees for the cost of study materials for any examination preparation and fees necessary to obtain and maintain any certificates and or licenses required in their respective fields.

G. CONTINUING CERTIFICATION INCENTIVE: A \$250 incentive shall be paid each June to members of the unit who maintain or increase certification/education requirements.

H. SDI: The City will pay the employee's share of State Disability.

## 8. RETIREMENT

A. For Legacy Employees as defined by the California Public Employee's Pension Reform Act (PEPRA) of 2013, the CITY shall pay the employer's share and the employee shall pay the employees share (currently 8% for non-safety and 9% for safety personnel) of the existing retirement program of 3% at 60 (non-safety) or 3% at 50 (safety), single highest year, with California Public employees Retirement System for Legacy employees.

B. New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340/PEPRA.

Non-safety employees 2% at 62

Safety employees 2.7% at 57

## 9. WORK SCHEDULE

Professional/Technical personnel covered by this MOU generally work from 8:00 a.m. to 5:00 p.m. or the hours worked by employees within the respective departments, plus any additional hours needed to cover other requirements of the job.

## 10. HOLIDAYS

Employees within the UNIT shall be entitled to holiday pay for those holidays specified in the Employee Manual dated June 1, 2001.

Those employees required to work on a holiday may take an alternate day off with approval of their supervisor or receive pay for the day. Employee may not defer alternate day off for more than 90 days.

## 11. VACATION

A. Employees in this UNIT shall earn annual vacation credit accrued per pay period as specified below:

0-1 year	3.69
1-5 years	4.62
5-10 years	5.23
10-15 years	6.15
15-20 years	7.69
20 + years	9.23



- B. Vacation credit will vest and become available for use upon the successful completion of the probationary period for any new employees within the UNIT. Accrued vacation time may be used during the probationary period, subject to the approval of the City Administrator on a case-by-case basis.
- C. Maximum vacation accrual shall be 240 hours. The City Administrator may authorize increasing the maximum accrual for a defined period of time if the excess accrual was created because the City Administrator canceled an employee's scheduled vacation due to a CITY emergency. Any vacation hours accrued over 240 hours shall be bought back by the City at fifty percent (50%) of employee's base salary during December.

## **12. HEALTH, DENTAL, & VISION INSURANCE**

- A. Effective July 1, 2013 the City shall pay the cost of health, dental and vision insurance premium for each unit member covered under this MOU. Each unit member shall contribute \$46 per month towards the current plan premium. City will continue to research options for the best cost-effective coverage, at its discretion. The City reserves the right to select, change, administer and shall have the right to select any carrier or other method providing coverage to fund the benefits and may adjust the amount the City shall pay for such benefits. If the insurance provider is changed and the cost is less than \$936 per month per employee, the City shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.
- A. During the term of this Memorandum of Understanding, should the monthly cost of health insurance premiums under the current plan increase by more than \$25.00, the Unit and the City shall meet and confer.
- C. Health Insurance will be made available to retirees with no minimum vesting, if allowed under the current plan. Retirees will be eligible to purchase health insurance under the above-mentioned plan with no vesting requirement if allowed by the plan. A credit of 50% of accumulated sick leave at time of retirement, capped at \$15,000.00 will be paid out per month toward 50% of the premium. This amount is subject to CalPERs regulations.

## **13. IRS SECTION 125 PLAN, DEFERRED COMPENSATION**

- A. The City has established an IRS Section 125 Plan for use by employees.
- B. The City will contribute \$25 per pay period as a contribution to an employee's Section 125 plan; or
- B. The City will match up to 2% of the employee's gross salary in a deferred compensation plan with a maximum contribution of \$25 per pay period.

**14. FLEXIBLE BENEFIT**

- A. Each member of the UNIT shall receive a \$200.00 per year flexible benefit in December.
- B. Uniform Allowance: Safety members of the Professional-Technical Unit shall receive a uniform allowance equal to that allowed to officers in the Police or Fire Units. The Building Official, Code Enforcement Officer and Permit Technician may receive a uniform allowance if they so desire. \$800.00 in year one.

**15. PROFESSIONAL TECHNICAL LEAVE**

Members of the UNIT shall receive 60 hours Professional/Technical leave per fiscal year in addition to vacation leave. Such leave will be credited July 1 of each year.

Professional/Technical leave will be made available from the time of hire, at 15 hours credited for each 3 month period remaining in the fiscal year during which the employee is hired, prorated for the first three month period.

Professional/Technical leave is made available in recognition of Professional/Technical=s responsibility to perform functions after normal business hours.

Professional/Technical leave may not accrue, and any unused leave will extinguish as of June 30 each year. UNIT members may sell up to (30 hours) of unused Professional/Technical leave back to the CITY during December, and up to (30 hours) in June. This benefit is not available to an employee who has not successfully completed their introductory period.

**16. LIFE INSURANCE**

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

**17. HEARING TEST**

The CITY shall provide, at no expense to the employee, an annual hearing test to non-office workers. Where necessary, protective hearing devices and equipment modifications will be required at CITY cost to prevent hearing loss.

**18. EMPLOYEE'S SICK LEAVE**

Employees within the Unit shall accrue sick leave and shall be able to use sick leave in accordance to the provisions of the Employee Manual dated June 1, 2001.

Under the Public Employees' Retirement System, credit for unused sick leave (Section 20862.8) of the Government Code shall be a benefit provided to each employee of this UNIT upon retirement and in accordance with the rules and regulations of PERS.

**19. MILITARY LEAVE**

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

**20. JURY DUTY**

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

**21. FAMILY ILLNESS OR INJURY LEAVE**

Family leave provisions are outlined in the Employee Manual dated June 1, 2001.

**22. BEREAVEMENT LEAVE**

Bereavement Leave shall be granted according to the provisions of the Employee Manual dated June 1, 2001.

**23. LAYOFF POLICY**

**PURPOSE:** It is recognized by the UNIT that when, due to fiscal, operational or organizational reasons, it is necessary to reduce CITY employment, such action and its implementation, except as qualified herein, shall be at the sole discretion of the CITY. When it is deemed necessary to reduce CITY employment by layoff of employees or elimination of job positions/titles, the CITY shall give the employee a minimum of 3 month notice and severance pay including all previous benefits for said 3 month period. This benefit is not available to an employee who has not successfully completed their introductory period.

- A. The CITY shall have the sole right to determine which class or classes shall be subject to layoff.
- B. **RE-EMPLOYMENT:** Employees laid off, or demoted in lieu of layoff, shall have a priority right of return to their prior class. This right shall remain effective for one (1) year from the date of demotion or separation from the service.

**24. PAST PRACTICES**

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

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

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

**25. SOLE AGREEMENT**

- A. The policies which are collected in this MOU constitute the entirety of the policies which are subject to the meet and confer obligation as agreed to by the parties. To the extent that any other agreement should be in conflict with these policies, these policies shall prevail.
- B. If, during its term, the parties hereto should mutually agree to modify, amend, or alter the provisions of the MOU in any respect, any such change shall be effective only if, and when, reduced to writing and executed by the authorized representative of the CITY and the UNIT. Any such changes validly made shall become a part of this MOU and subject to its terms.

**26. TERMS OF THE MEMORANDUM OF UNDERSTANDING**

This MOU shall remain in effect for the period of July 1, 2016, through and including July 30, 2018, or until a successor MOU is reached, unless a specific provision provides for a different commencement and/or termination date. This MOU has been ratified by both the City Council of the City of Susanville and the general membership of the Bargaining Unit.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Kathie F. Garnier, Mayor

\_\_\_\_\_  
Dan Gibbs, Representative  
Professional/Technical Unit

\_\_\_\_\_  
Jared G. Hancock,  
City Administrator

\_\_\_\_\_  
Dan Weaver, Representative  
Professional/Technical Unit

APPROVED AS TO FORM:

ATTEST:

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Jessica Ryan, City Attorney

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Gwenna MacDonald, City Clerk

## EXHIBIT A

### Professional-Technical Position Classification Schedule July 1, 2016 through June 30, 2018

<u>Position</u>	<u>Range</u>
Police Lieutenant	152-154
City Clerk	152
City Planner	152
Police Lieutenant II	153
Fire Battalion Chief	154-156
Building Official	157
Engineer	160
Finance Manager	164

CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX  
2016-2017 PROFESSIONAL TECHNICAL NON-SAFETY MOU

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	882.31	716.42	752.25	789.85	829.35	870.82	914.36
102	899.37	734.34	771.05	809.61	850.09	892.59	937.22
103	716.42	752.25	789.86	829.35	870.82	914.36	960.08
104	734.34	771.05	809.61	850.09	892.59	937.22	984.08
105	752.25	789.86	829.35	870.82	914.36	960.08	1,008.08
106	771.05	809.61	850.09	892.59	937.22	984.08	1,033.28
107	789.86	829.35	870.82	914.36	960.08	1,008.08	1,058.49
108	809.61	850.09	892.59	937.22	984.08	1,033.28	1,084.95
109	829.35	870.82	914.36	960.08	1,008.08	1,058.49	1,111.41
110	850.09	892.59	937.22	984.08	1,033.28	1,084.95	1,139.20
111	870.82	914.36	960.08	1,008.08	1,058.49	1,111.41	1,166.98
112	892.59	937.22	984.08	1,033.28	1,084.95	1,139.20	1,196.16
113	914.36	960.08	1,008.08	1,058.49	1,111.41	1,166.98	1,225.33
114	937.22	984.08	1,033.28	1,084.95	1,139.20	1,196.16	1,255.95
115	960.08	1,008.08	1,058.49	1,111.41	1,166.98	1,225.33	1,286.60
116	984.08	1,033.28	1,084.95	1,139.20	1,196.16	1,255.95	1,318.76
117	1,008.08	1,058.49	1,111.41	1,166.98	1,225.33	1,286.60	1,350.99
118	1,033.28	1,084.95	1,139.20	1,196.16	1,255.95	1,318.76	1,384.70
119	1,058.49	1,111.41	1,166.98	1,225.33	1,286.60	1,350.99	1,418.47
120	1,084.95	1,139.20	1,196.16	1,255.95	1,318.76	1,384.70	1,453.93
121	1,111.41	1,166.98	1,225.33	1,286.60	1,350.99	1,418.47	1,489.40
122	1,139.20	1,196.16	1,255.95	1,318.76	1,384.70	1,453.93	1,526.63
123	1,166.98	1,225.33	1,286.60	1,350.99	1,418.47	1,489.40	1,563.87
124	1,196.16	1,255.95	1,318.76	1,384.70	1,453.93	1,526.63	1,602.96
125	1,225.33	1,286.60	1,350.99	1,418.47	1,489.40	1,563.87	1,642.06
126	1,255.95	1,318.76	1,384.70	1,453.93	1,526.63	1,602.96	1,683.11
127	1,286.60	1,350.99	1,418.47	1,489.40	1,563.87	1,642.06	1,724.16
128	1,318.76	1,384.70	1,453.93	1,526.63	1,602.96	1,683.11	1,767.27
129	1,350.99	1,418.47	1,489.40	1,563.87	1,642.06	1,724.16	1,810.37
130	1,384.70	1,453.93	1,526.63	1,602.96	1,683.11	1,767.27	1,855.83
131	1,418.47	1,489.40	1,563.87	1,642.06	1,724.16	1,810.37	1,900.89
132	1,453.93	1,526.63	1,602.96	1,683.11	1,767.27	1,855.83	1,948.41
133	1,489.40	1,563.87	1,642.06	1,724.16	1,810.37	1,900.89	1,995.93
134	1,526.63	1,602.96	1,683.11	1,767.27	1,855.83	1,948.41	2,045.83
135	1,563.87	1,642.06	1,724.16	1,810.37	1,900.89	1,995.93	2,095.73
136	1,602.96	1,683.11	1,767.27	1,855.83	1,948.41	2,045.83	2,148.12
137	1,642.06	1,724.16	1,810.37	1,900.89	1,995.93	2,095.73	2,200.52
138	1,683.11	1,767.27	1,855.83	1,948.41	2,045.83	2,148.12	2,255.53
139	1,724.16	1,810.37	1,900.89	1,995.93	2,095.73	2,200.52	2,310.54
140	1,767.27	1,855.83	1,948.41	2,045.83	2,148.12	2,255.53	2,368.31
141	1,810.37	1,900.89	1,995.93	2,095.73	2,200.52	2,310.54	2,426.07
142	1,855.83	1,948.41	2,045.83	2,148.12	2,255.53	2,368.31	2,486.72
143	1,900.89	1,995.93	2,095.73	2,200.52	2,310.54	2,426.07	2,547.37
144	1,948.41	2,045.83	2,148.12	2,255.53	2,368.31	2,486.72	2,611.06
145	1,995.93	2,095.73	2,200.52	2,310.54	2,426.07	2,547.37	2,674.74
146	2,045.83	2,148.12	2,255.53	2,368.31	2,486.72	2,611.06	2,741.61
147	2,095.73	2,200.52	2,310.54	2,426.07	2,547.37	2,674.74	2,808.48
148	2,148.12	2,255.53	2,368.31	2,486.72	2,611.06	2,741.61	2,878.69
149	2,200.52	2,310.54	2,426.07	2,547.37	2,674.74	2,808.48	2,948.90
150	2,255.53	2,368.31	2,486.72	2,611.06	2,741.61	2,878.69	3,022.63
151	2,310.54	2,426.07	2,547.37	2,674.74	2,808.48	2,948.90	3,096.35
152	2,368.31	2,486.72	2,611.06	2,741.61	2,878.69	3,022.63	3,173.76
153	2,426.07	2,547.37	2,674.74	2,808.48	2,948.90	3,096.35	3,251.16
154	2,486.72	2,611.06	2,741.61	2,878.69	3,022.63	3,173.76	3,324.45
155	2,547.37	2,674.74	2,808.48	2,948.90	3,096.35	3,251.16	3,413.72
156	2,611.06	2,741.61	2,878.69	3,022.63	3,173.76	3,324.45	3,499.07
157	2,674.74	2,808.48	2,948.90	3,096.35	3,251.16	3,413.72	3,584.41
158	2,741.61	2,878.69	3,022.63	3,173.76	3,324.45	3,499.07	3,674.02
159	2,808.48	2,948.90	3,096.35	3,251.16	3,413.72	3,584.41	3,763.63
160	2,878.69	3,022.63	3,173.76	3,324.45	3,499.07	3,674.02	3,857.72
161	2,948.90	3,096.35	3,251.16	3,413.72	3,584.41	3,763.63	3,951.81
162	3,022.63	3,173.76	3,324.45	3,499.07	3,674.02	3,857.72	4,050.61
163	3,096.35	3,251.16	3,413.72	3,584.41	3,763.63	3,951.81	4,149.40
164	3,173.76	3,324.45	3,499.07	3,674.02	3,857.72	4,050.61	4,253.14
165	3,251.16	3,413.72	3,584.41	3,763.63	3,951.81	4,149.40	4,356.87
166	3,324.45	3,499.07	3,674.02	3,857.72	4,050.61	4,253.14	4,465.80
167	3,413.72	3,584.41	3,763.63	3,951.81	4,149.40	4,356.87	4,574.71
168	3,499.07	3,674.02	3,857.72	4,050.61	4,253.14	4,465.80	4,689.09
169	3,584.41	3,763.63	3,951.81	4,149.40	4,356.87	4,574.71	4,803.45
170	3,674.02	3,857.72	4,050.61	4,253.14	4,465.80	4,689.09	4,923.54
171	3,763.63	3,951.81	4,149.40	4,356.87	4,574.71	4,803.45	5,043.62
172	3,857.72	4,050.61	4,253.14	4,465.80	4,689.09	4,923.54	5,169.72
173	3,951.81	4,149.40	4,356.87	4,574.71	4,803.45	5,043.62	5,295.80
174	4,050.61	4,253.14	4,465.80	4,689.09	4,923.54	5,169.72	5,428.20
175	4,149.40	4,356.87	4,574.71	4,803.45	5,043.62	5,295.80	5,560.59
176	4,253.14	4,465.80	4,689.09	4,923.54	5,169.72	5,428.20	5,699.64
177	4,356.87	4,574.71	4,803.45	5,043.62	5,295.80	5,560.59	5,838.53
178	4,465.80	4,689.09	4,923.54	5,169.72	5,428.20	5,699.64	5,984.61
179	4,574.71	4,803.45	5,043.62	5,295.80	5,560.59	5,838.53	6,130.46
180	4,689.09	4,923.54	5,169.72	5,428.20	5,699.64	5,984.61	6,283.84
181	4,803.45	5,043.62	5,295.80	5,560.59	5,838.53	6,130.46	6,436.98
182	4,923.54	5,169.72	5,428.20	5,699.64	5,984.61	6,283.84	6,599.03
183	5,043.62	5,295.80	5,560.59	5,838.53	6,130.46	6,436.98	6,758.83
184	5,169.72	5,428.20	5,699.64	5,984.61	6,283.84	6,599.03	6,927.93
185	5,295.80	5,560.59	5,838.53	6,130.46	6,436.98	6,758.83	7,096.77
186	5,428.20	5,699.64	5,984.61	6,283.84	6,599.03	6,927.93	7,274.33
187	5,560.59	5,838.53	6,130.46	6,436.98	6,758.83	7,096.77	7,451.61
188	5,699.64	5,984.61	6,283.84	6,599.03	6,927.93	7,274.33	7,638.05
189	5,838.53	6,130.46	6,436.98	6,758.83	7,096.77	7,451.61	7,824.19
190	5,984.61	6,283.84	6,599.03	6,927.93	7,274.33	7,638.05	8,019.95
191	6,130.46	6,436.98	6,758.83	7,096.77	7,451.61	7,824.19	8,215.40
192	6,283.84	6,599.03	6,927.93	7,274.33	7,638.05	8,019.95	8,420.95
193	6,436.98	6,758.83	7,096.77	7,451.61	7,824.19	8,215.40	8,626.17
194	6,599.03	6,927.93	7,274.33	7,638.05	8,019.95	8,420.95	8,842.00
195	6,758.83	7,096.77	7,451.61	7,824.19	8,215.40	8,626.17	9,057.49
196	6,927.93	7,274.33	7,638.05	8,019.95	8,420.95	8,842.00	9,284.10
197	7,096.77	7,451.61	7,824.19	8,215.40	8,626.17	9,057.49	9,510.36
198	7,274.33	7,638.05	8,019.95	8,420.95	8,842.00	9,284.10	9,748.30
199	7,451.61	7,824.19	8,215.40	8,626.17	9,057.49	9,510.36	9,985.88
200	7,638.05	8,019.95	8,420.95	8,842.00	9,284.10	9,748.30	10,235.71

CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX 2016-2017 PROFESSIONAL TECHNICAL SAFETY MOU							
RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	686.63	723.06	759.21	797.17	837.03	878.88	922.83
102	705.84	741.14	778.19	817.10	857.96	900.85	945.90
103	723.06	759.21	797.17	837.03	878.88	922.83	968.97
104	741.14	778.19	817.10	857.96	900.85	945.90	993.19
105	759.21	797.17	837.03	878.88	922.83	968.97	1,017.42
106	778.19	817.10	857.96	900.85	945.90	993.19	1,042.85
107	797.17	837.03	878.88	922.83	968.97	1,017.42	1,068.29
108	817.10	857.96	900.85	945.90	993.19	1,042.85	1,094.99
109	837.03	878.88	922.83	968.97	1,017.42	1,068.29	1,121.70
110	857.96	900.85	945.90	993.19	1,042.85	1,094.99	1,149.74
111	878.88	922.83	968.97	1,017.42	1,068.29	1,121.70	1,177.79
112	900.85	945.90	993.19	1,042.85	1,094.99	1,149.74	1,207.23
113	922.83	968.97	1,017.42	1,068.29	1,121.70	1,177.79	1,236.68
114	945.90	993.19	1,042.85	1,094.99	1,149.74	1,207.23	1,267.59
115	968.97	1,017.42	1,068.29	1,121.70	1,177.79	1,236.68	1,298.51
116	993.19	1,042.85	1,094.99	1,149.74	1,207.23	1,267.59	1,330.97
117	1,017.42	1,068.29	1,121.70	1,177.79	1,236.68	1,298.51	1,363.43
118	1,042.85	1,094.99	1,149.74	1,207.23	1,267.59	1,330.97	1,397.52
119	1,068.29	1,121.70	1,177.79	1,236.68	1,298.51	1,363.43	1,431.61
120	1,094.99	1,149.74	1,207.23	1,267.59	1,330.97	1,397.52	1,467.40
121	1,121.70	1,177.79	1,236.68	1,298.51	1,363.43	1,431.61	1,503.19
122	1,149.74	1,207.23	1,267.59	1,330.97	1,397.52	1,467.40	1,540.77
123	1,177.79	1,236.68	1,298.51	1,363.43	1,431.61	1,503.19	1,578.35
124	1,207.23	1,267.59	1,330.97	1,397.52	1,467.40	1,540.77	1,617.81
125	1,236.68	1,298.51	1,363.43	1,431.61	1,503.19	1,578.35	1,657.26
126	1,267.59	1,330.97	1,397.52	1,467.40	1,540.77	1,617.81	1,698.70
127	1,298.51	1,363.43	1,431.61	1,503.19	1,578.35	1,657.26	1,740.13
128	1,330.97	1,397.52	1,467.40	1,540.77	1,617.81	1,698.70	1,783.63
129	1,363.43	1,431.61	1,503.19	1,578.35	1,657.26	1,740.13	1,827.13
130	1,397.52	1,467.40	1,540.77	1,617.81	1,698.70	1,783.63	1,872.81
131	1,431.61	1,503.19	1,578.35	1,657.26	1,740.13	1,827.13	1,918.49
132	1,467.40	1,540.77	1,617.81	1,698.70	1,783.63	1,872.81	1,966.45
133	1,503.19	1,578.35	1,657.26	1,740.13	1,827.13	1,918.49	2,014.41
134	1,540.77	1,617.81	1,698.70	1,783.63	1,872.81	1,966.45	2,064.78
135	1,578.35	1,657.26	1,740.13	1,827.13	1,918.49	2,014.41	2,115.13
136	1,617.81	1,698.70	1,783.63	1,872.81	1,966.45	2,064.78	2,168.01
137	1,657.26	1,740.13	1,827.13	1,918.49	2,014.41	2,115.13	2,220.89
138	1,698.70	1,783.63	1,872.81	1,966.45	2,064.78	2,168.01	2,276.41
139	1,740.13	1,827.13	1,918.49	2,014.41	2,115.13	2,220.89	2,331.93
140	1,783.63	1,872.81	1,966.45	2,064.78	2,168.01	2,276.41	2,390.24
141	1,827.13	1,918.49	2,014.41	2,115.13	2,220.89	2,331.93	2,448.53
142	1,872.81	1,966.45	2,064.78	2,168.01	2,276.41	2,390.24	2,509.75
143	1,918.49	2,014.41	2,115.13	2,220.89	2,331.93	2,448.53	2,570.96
144	1,966.45	2,064.78	2,168.01	2,276.41	2,390.24	2,509.75	2,635.23
145	2,014.41	2,115.13	2,220.89	2,331.93	2,448.53	2,570.96	2,699.51
146	2,064.78	2,168.01	2,276.41	2,390.24	2,509.75	2,635.23	2,767.00
147	2,115.13	2,220.89	2,331.93	2,448.53	2,570.96	2,699.51	2,834.48
148	2,168.01	2,276.41	2,390.24	2,509.75	2,635.23	2,767.00	2,905.35
149	2,220.89	2,331.93	2,448.53	2,570.96	2,699.51	2,834.48	2,976.21
150	2,276.41	2,390.24	2,509.75	2,635.23	2,767.00	2,905.35	3,050.61
151	2,331.93	2,448.53	2,570.96	2,699.51	2,834.48	2,976.21	3,125.02
152	2,390.24	2,509.75	2,635.23	2,767.00	2,905.35	3,050.61	3,203.14
153	2,448.53	2,570.96	2,699.51	2,834.48	2,976.21	3,125.02	3,281.27
154	2,509.75	2,635.23	2,767.00	2,905.35	3,050.61	3,203.14	3,363.30
155	2,570.96	2,699.51	2,834.48	2,976.21	3,125.02	3,281.27	3,445.33
156	2,635.23	2,767.00	2,905.35	3,050.61	3,203.14	3,363.30	3,531.47
157	2,699.51	2,834.48	2,976.21	3,125.02	3,281.27	3,445.33	3,617.60
158	2,767.00	2,905.35	3,050.61	3,203.14	3,363.30	3,531.47	3,708.04
159	2,834.48	2,976.21	3,125.02	3,281.27	3,445.33	3,617.60	3,798.48
160	2,905.35	3,050.61	3,203.14	3,363.30	3,531.47	3,708.04	3,893.44
161	2,976.21	3,125.02	3,281.27	3,445.33	3,617.60	3,798.48	3,988.40
162	3,050.61	3,203.14	3,363.30	3,531.47	3,708.04	3,893.44	4,088.11
163	3,125.02	3,281.27	3,445.33	3,617.60	3,798.48	3,988.40	4,187.82
164	3,203.14	3,363.30	3,531.47	3,708.04	3,893.44	4,088.11	4,292.52
165	3,281.27	3,445.33	3,617.60	3,798.48	3,988.40	4,187.82	4,397.21
166	3,363.30	3,531.47	3,708.04	3,893.44	4,088.11	4,292.52	4,507.15
167	3,445.33	3,617.60	3,798.48	3,988.40	4,187.82	4,397.21	4,617.07
168	3,531.47	3,708.04	3,893.44	4,088.11	4,292.52	4,507.15	4,732.50
169	3,617.60	3,798.48	3,988.40	4,187.82	4,397.21	4,617.07	4,847.92
170	3,708.04	3,893.44	4,088.11	4,292.52	4,507.15	4,732.50	4,969.13
171	3,798.48	3,988.40	4,187.82	4,397.21	4,617.07	4,847.92	5,090.32
172	3,893.44	4,088.11	4,292.52	4,507.15	4,732.50	4,969.13	5,217.58
173	3,988.40	4,187.82	4,397.21	4,617.07	4,847.92	5,090.32	5,344.84
174	4,088.11	4,292.52	4,507.15	4,732.50	4,969.13	5,217.58	5,478.46
175	4,187.82	4,397.21	4,617.07	4,847.92	5,090.32	5,344.84	5,612.08
176	4,292.52	4,507.15	4,732.50	4,969.13	5,217.58	5,478.46	5,752.41
177	4,397.21	4,617.07	4,847.92	5,090.32	5,344.84	5,612.08	5,892.59
178	4,507.15	4,732.50	4,969.13	5,217.58	5,478.46	5,752.41	6,040.04
179	4,617.07	4,847.92	5,090.32	5,344.84	5,612.08	5,892.59	6,187.23
180	4,732.50	4,969.13	5,217.58	5,478.46	5,752.41	6,040.04	6,342.03
181	4,847.92	5,090.32	5,344.84	5,612.08	5,892.59	6,187.23	6,496.58
182	4,969.13	5,217.58	5,478.46	5,752.41	6,040.04	6,342.03	6,659.12
183	5,090.32	5,344.84	5,612.08	5,892.59	6,187.23	6,496.58	6,821.41
184	5,217.58	5,478.46	5,752.41	6,040.04	6,342.03	6,659.12	6,992.08
185	5,344.84	5,612.08	5,892.59	6,187.23	6,496.58	6,821.41	7,162.48
186	5,478.46	5,752.41	6,040.04	6,342.03	6,659.12	6,992.08	7,341.69
187	5,612.08	5,892.59	6,187.23	6,496.58	6,821.41	7,162.48	7,520.61
188	5,752.41	6,040.04	6,342.03	6,659.12	6,992.08	7,341.69	7,708.77
189	5,892.59	6,187.23	6,496.58	6,821.41	7,162.48	7,520.61	7,896.64
190	6,040.04	6,342.03	6,659.12	6,992.08	7,341.69	7,708.77	8,094.20
191	6,187.23	6,496.58	6,821.41	7,162.48	7,520.61	7,896.64	8,291.47
192	6,342.03	6,659.12	6,992.08	7,341.69	7,708.77	8,094.20	8,498.92
193	6,496.58	6,821.41	7,162.48	7,520.61	7,896.64	8,291.47	8,706.05
194	6,659.12	6,992.08	7,341.69	7,708.77	8,094.20	8,498.92	8,923.87
195	6,821.41	7,162.48	7,520.61	7,896.64	8,291.47	8,706.05	9,141.35
196	6,992.08	7,341.69	7,708.77	8,094.20	8,498.92	8,923.87	9,370.06
197	7,162.48	7,520.61	7,896.64	8,291.47	8,706.05	9,141.35	9,598.42
198	7,341.69	7,708.77	8,094.20	8,498.92	8,923.87	9,370.06	9,838.56
199	7,520.61	7,896.64	8,291.47	8,706.05	9,141.35	9,598.42	10,078.34
200	7,708.77	8,094.20	8,498.92	8,923.87	9,370.06	9,838.56	10,330.48



CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX  
2017-2018 PROFESSIONAL TECHNICAL NON-SAFETY MOU

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	889.13	723.59	759.77	797.76	837.65	878.53	923.50
102	706.36	741.68	778.76	817.70	858.59	901.52	946.59
103	723.59	759.77	797.76	837.65	879.53	923.50	969.68
104	741.68	778.76	817.70	858.59	901.52	946.59	993.92
105	759.77	797.76	837.65	879.53	923.50	969.68	1,018.16
106	778.76	817.70	858.59	901.52	946.59	993.92	1,043.62
107	797.76	837.65	879.53	923.50	969.68	1,018.16	1,069.07
108	817.70	858.59	901.52	946.59	993.92	1,043.62	1,085.80
109	837.65	879.53	923.50	969.68	1,018.16	1,069.07	1,122.52
110	858.59	901.52	946.59	993.92	1,043.62	1,095.80	1,150.59
111	879.53	923.50	969.68	1,018.16	1,069.07	1,122.52	1,178.65
112	901.52	946.59	993.92	1,043.62	1,095.80	1,150.59	1,208.12
113	923.50	969.68	1,018.16	1,069.07	1,122.52	1,178.65	1,237.58
114	946.59	993.92	1,043.62	1,095.80	1,150.59	1,208.12	1,268.52
115	969.68	1,018.16	1,069.07	1,122.52	1,178.65	1,237.58	1,299.46
116	993.92	1,043.62	1,095.80	1,150.59	1,208.12	1,268.52	1,331.95
117	1,018.16	1,069.07	1,122.52	1,178.65	1,237.58	1,299.46	1,364.43
118	1,043.62	1,095.80	1,150.59	1,208.12	1,268.52	1,331.95	1,398.55
119	1,069.07	1,122.52	1,178.65	1,237.58	1,299.46	1,364.43	1,432.06
120	1,095.80	1,150.59	1,208.12	1,268.52	1,331.95	1,398.55	1,468.47
121	1,122.52	1,178.65	1,237.58	1,299.46	1,364.43	1,432.06	1,504.29
122	1,150.59	1,208.12	1,268.52	1,331.95	1,398.55	1,468.47	1,541.90
123	1,178.65	1,237.58	1,299.46	1,364.43	1,432.06	1,504.29	1,579.50
124	1,208.12	1,268.52	1,331.95	1,398.55	1,468.47	1,541.90	1,618.99
125	1,237.58	1,299.46	1,364.43	1,432.06	1,504.29	1,579.50	1,658.48
126	1,268.52	1,331.95	1,398.55	1,468.47	1,541.90	1,618.99	1,699.94
127	1,299.46	1,364.43	1,432.06	1,504.29	1,579.50	1,658.48	1,741.40
128	1,331.95	1,398.55	1,468.47	1,541.90	1,618.99	1,699.94	1,784.94
129	1,364.43	1,432.06	1,504.29	1,579.50	1,658.48	1,741.40	1,828.47
130	1,398.55	1,468.47	1,541.90	1,618.99	1,699.94	1,784.94	1,874.19
131	1,432.06	1,504.29	1,579.50	1,658.48	1,741.40	1,828.47	1,919.90
132	1,468.47	1,541.90	1,618.99	1,699.94	1,784.94	1,874.19	1,967.90
133	1,504.29	1,579.50	1,658.48	1,741.40	1,828.47	1,919.90	2,015.89
134	1,541.90	1,618.99	1,699.94	1,784.94	1,874.19	1,967.90	2,066.29
135	1,579.50	1,658.48	1,741.40	1,828.47	1,919.90	2,015.89	2,116.69
136	1,618.99	1,699.94	1,784.94	1,874.19	1,967.90	2,066.29	2,169.61
137	1,658.48	1,741.40	1,828.47	1,919.90	2,015.89	2,116.69	2,222.52
138	1,699.94	1,784.94	1,874.19	1,967.90	2,066.29	2,169.61	2,278.09
139	1,741.40	1,828.47	1,919.90	2,015.89	2,116.69	2,222.52	2,333.65
140	1,784.94	1,874.19	1,967.90	2,066.29	2,169.61	2,278.09	2,391.99
141	1,828.47	1,919.90	2,015.89	2,116.69	2,222.52	2,333.65	2,450.33
142	1,874.19	1,967.90	2,066.29	2,169.61	2,278.09	2,391.99	2,511.59
143	1,919.90	2,015.89	2,116.69	2,222.52	2,333.65	2,450.33	2,572.85
144	1,967.90	2,066.29	2,169.61	2,278.09	2,391.99	2,511.59	2,637.17
145	2,015.89	2,116.69	2,222.52	2,333.65	2,450.33	2,572.85	2,701.49
146	2,066.29	2,169.61	2,278.09	2,391.99	2,511.59	2,637.17	2,769.03
147	2,116.69	2,222.52	2,333.65	2,450.33	2,572.85	2,701.49	2,836.56
148	2,169.61	2,278.09	2,391.99	2,511.59	2,637.17	2,769.03	2,907.48
149	2,222.52	2,333.65	2,450.33	2,572.85	2,701.49	2,836.56	2,978.39
150	2,278.09	2,391.99	2,511.59	2,637.17	2,769.03	2,907.48	3,052.85
151	2,333.65	2,450.33	2,572.85	2,701.49	2,836.56	2,978.39	3,127.31
152	2,391.99	2,511.59	2,637.17	2,769.03	2,907.48	3,052.85	3,205.50
153	2,450.33	2,572.85	2,701.49	2,836.56	2,978.39	3,127.31	3,283.67
154	2,511.59	2,637.17	2,769.03	2,907.48	3,052.85	3,205.50	3,365.77
155	2,572.85	2,701.49	2,836.56	2,978.39	3,127.31	3,283.67	3,447.86
156	2,637.17	2,769.03	2,907.48	3,052.85	3,205.50	3,365.77	3,534.06
157	2,701.49	2,836.56	2,978.39	3,127.31	3,283.67	3,447.86	3,620.25
158	2,769.03	2,907.48	3,052.85	3,205.50	3,365.77	3,534.06	3,710.76
159	2,836.56	2,978.39	3,127.31	3,283.67	3,447.86	3,620.25	3,801.26
160	2,907.48	3,052.85	3,205.50	3,365.77	3,534.06	3,710.76	3,896.30
161	2,978.39	3,127.31	3,283.67	3,447.86	3,620.25	3,801.26	3,991.33
162	3,052.85	3,205.50	3,365.77	3,534.06	3,710.76	3,896.30	4,091.11
163	3,127.31	3,283.67	3,447.86	3,620.25	3,801.26	3,991.33	4,190.89
164	3,205.50	3,365.77	3,534.06	3,710.76	3,896.30	4,091.11	4,295.67
165	3,283.67	3,447.86	3,620.25	3,801.26	3,991.33	4,190.89	4,398.78
166	3,365.77	3,534.06	3,710.76	3,896.30	4,091.11	4,295.67	4,500.44
167	3,447.86	3,620.25	3,801.26	3,991.33	4,190.89	4,398.78	4,604.44
168	3,534.06	3,710.76	3,896.30	4,091.11	4,295.67	4,500.44	4,735.98
169	3,620.25	3,801.26	3,991.33	4,190.89	4,398.78	4,604.44	4,851.48
170	3,710.76	3,896.30	4,091.11	4,295.67	4,500.44	4,735.98	4,972.77
171	3,801.26	3,991.33	4,190.89	4,398.78	4,604.44	4,851.48	5,094.06
172	3,896.30	4,091.11	4,295.67	4,500.44	4,735.98	4,972.77	5,221.41
173	3,991.33	4,190.89	4,400.44	4,620.46	4,851.48	5,094.06	5,348.76
174	4,091.11	4,295.67	4,510.45	4,735.98	4,972.77	5,221.41	5,482.48
175	4,190.89	4,400.44	4,620.46	4,851.48	5,094.06	5,348.76	5,616.20
176	4,295.67	4,510.45	4,735.98	4,972.77	5,221.41	5,482.48	5,756.63
177	4,400.44	4,620.46	4,851.48	5,094.06	5,348.76	5,616.20	5,896.92
178	4,510.45	4,735.98	4,972.77	5,221.41	5,482.48	5,756.63	6,044.47
179	4,620.46	4,851.48	5,094.06	5,348.76	5,616.20	5,896.92	6,191.77
180	4,735.98	4,972.77	5,221.41	5,482.48	5,756.63	6,044.47	6,346.68
181	4,851.48	5,094.06	5,348.76	5,616.20	5,896.92	6,191.77	6,501.35
182	4,972.77	5,221.41	5,482.48	5,756.63	6,044.47	6,346.68	6,664.01
183	5,094.06	5,348.76	5,616.20	5,896.92	6,191.77	6,501.35	6,826.42
184	5,221.41	5,482.48	5,756.63	6,044.47	6,346.68	6,664.01	6,997.21
185	5,348.76	5,616.20	5,896.92	6,191.77	6,501.35	6,826.42	7,167.74
186	5,482.48	5,756.63	6,044.47	6,346.68	6,664.01	6,997.21	7,347.08
187	5,616.20	5,896.92	6,191.77	6,501.35	6,826.42	7,167.74	7,526.13
188	5,756.63	6,044.47	6,346.68	6,664.01	6,997.21	7,347.08	7,714.43
189	5,896.92	6,191.77	6,501.35	6,826.42	7,167.74	7,526.13	7,902.43
190	6,044.47	6,346.68	6,664.01	6,997.21	7,347.08	7,714.43	8,100.14
191	6,191.77	6,501.35	6,826.42	7,167.74	7,526.13	7,902.43	8,297.55
192	6,346.68	6,664.01	6,997.21	7,347.08	7,714.43	8,100.14	8,505.16
193	6,501.35	6,826.42	7,167.74	7,526.13	7,902.43	8,297.55	8,712.44
194	6,664.01	6,997.21	7,347.08	7,714.43	8,100.14	8,505.16	8,930.41
195	6,826.42	7,167.74	7,526.13	7,902.43	8,297.55	8,712.44	9,148.06
196	6,997.21	7,347.08	7,714.43	8,100.14	8,505.16	8,930.41	9,376.94
197	7,167.74	7,526.13	7,902.43	8,297.55	8,712.44	9,148.06	9,605.47
198	7,347.08	7,714.43	8,100.14	8,505.16	8,930.41	9,376.94	9,845.78
199	7,526.13	7,902.43	8,297.55	8,712.44	9,148.06	9,605.47	10,085.74
200	7,714.42	8,100.14	8,505.15	8,930.41	9,376.93	9,845.77	10,338.06

**CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX**  
**2017-2018 PROFESSIONAL TECHNICAL SAFETY MOU**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	695.51	730.29	766.80	805.14	845.40	887.67	932.05
102	712.90	748.55	785.97	825.27	866.54	909.86	955.36
103	730.29	766.80	805.14	845.40	887.67	932.05	978.68
104	748.55	785.97	825.27	866.54	909.86	955.36	1,003.12
105	766.80	805.14	845.40	887.67	932.05	978.68	1,027.59
106	785.97	825.27	866.54	909.86	955.36	1,003.12	1,053.28
107	805.14	845.40	887.67	932.05	978.68	1,027.59	1,078.97
108	825.27	866.54	909.86	955.36	1,003.12	1,053.28	1,105.94
109	845.40	887.67	932.05	978.68	1,027.59	1,078.97	1,132.92
110	866.54	909.86	955.36	1,003.12	1,053.28	1,105.94	1,161.24
111	887.67	932.05	978.68	1,027.59	1,078.97	1,132.92	1,189.56
112	909.86	955.36	1,003.12	1,053.28	1,105.94	1,161.24	1,219.30
113	932.05	978.68	1,027.59	1,078.97	1,132.92	1,189.56	1,249.04
114	955.36	1,003.12	1,053.28	1,105.94	1,161.24	1,219.30	1,280.27
115	978.68	1,027.59	1,078.97	1,132.92	1,189.56	1,249.04	1,311.49
116	1,003.12	1,053.28	1,105.94	1,161.24	1,219.30	1,280.27	1,344.28
117	1,027.59	1,078.97	1,132.92	1,189.56	1,249.04	1,311.49	1,377.07
118	1,053.28	1,105.94	1,161.24	1,219.30	1,280.27	1,344.28	1,411.59
119	1,078.97	1,132.92	1,189.56	1,249.04	1,311.49	1,377.07	1,445.92
120	1,105.94	1,161.24	1,219.30	1,280.27	1,344.28	1,411.59	1,482.07
121	1,132.92	1,189.56	1,249.04	1,311.49	1,377.07	1,445.92	1,518.22
122	1,161.24	1,219.30	1,280.27	1,344.28	1,411.59	1,482.07	1,556.17
123	1,189.56	1,249.04	1,311.49	1,377.07	1,445.92	1,518.22	1,594.13
124	1,219.30	1,280.27	1,344.28	1,411.59	1,482.07	1,556.17	1,633.98
125	1,249.04	1,311.49	1,377.07	1,445.92	1,518.22	1,594.13	1,673.84
126	1,280.27	1,344.28	1,411.59	1,482.07	1,556.17	1,633.98	1,715.68
127	1,311.49	1,377.07	1,445.92	1,518.22	1,594.13	1,673.84	1,757.53
128	1,344.28	1,411.59	1,482.07	1,556.17	1,633.98	1,715.68	1,801.47
129	1,377.07	1,445.92	1,518.22	1,594.13	1,673.84	1,757.53	1,845.40
130	1,411.59	1,482.07	1,556.17	1,633.98	1,715.68	1,801.47	1,891.54
131	1,445.92	1,518.22	1,594.13	1,673.84	1,757.53	1,845.40	1,937.67
132	1,482.07	1,556.17	1,633.98	1,715.68	1,801.47	1,891.54	1,986.12
133	1,518.22	1,594.13	1,673.84	1,757.53	1,845.40	1,937.67	2,034.56
134	1,556.17	1,633.98	1,715.68	1,801.47	1,891.54	1,986.12	2,085.42
135	1,594.13	1,673.84	1,757.53	1,845.40	1,937.67	2,034.56	2,136.29
136	1,633.98	1,715.68	1,801.47	1,891.54	1,986.12	2,085.42	2,189.69
137	1,673.84	1,757.53	1,845.40	1,937.67	2,034.56	2,136.29	2,243.10
138	1,715.68	1,801.47	1,891.54	1,986.12	2,085.42	2,189.69	2,299.18
139	1,757.53	1,845.40	1,937.67	2,034.56	2,136.29	2,243.10	2,355.25
140	1,801.47	1,891.54	1,986.12	2,085.42	2,189.69	2,299.18	2,414.14
141	1,845.40	1,937.67	2,034.56	2,136.29	2,243.10	2,355.25	2,473.02
142	1,891.54	1,986.12	2,085.42	2,189.69	2,299.18	2,414.14	2,534.84
143	1,937.67	2,034.56	2,136.29	2,243.10	2,355.25	2,473.02	2,596.67
144	1,986.12	2,085.42	2,189.69	2,299.18	2,414.14	2,534.84	2,661.59
145	2,034.56	2,136.29	2,243.10	2,355.25	2,473.02	2,596.67	2,726.50
146	2,085.42	2,189.69	2,299.18	2,414.14	2,534.84	2,661.59	2,794.67
147	2,136.29	2,243.10	2,355.25	2,473.02	2,596.67	2,726.50	2,862.83
148	2,189.69	2,299.18	2,414.14	2,534.84	2,661.59	2,794.67	2,934.40
149	2,243.10	2,355.25	2,473.02	2,596.67	2,726.50	2,862.83	3,005.97
150	2,299.18	2,414.14	2,534.84	2,661.59	2,794.67	2,934.40	3,081.12
151	2,355.25	2,473.02	2,596.67	2,726.50	2,862.83	3,005.97	3,156.27
152	2,414.14	2,534.84	2,661.59	2,794.67	2,934.40	3,081.12	3,235.18
153	2,473.02	2,596.67	2,726.50	2,862.83	3,005.97	3,156.27	3,314.08
154	2,534.84	2,661.59	2,794.67	2,934.40	3,081.12	3,235.18	3,396.93
155	2,596.67	2,726.50	2,862.83	3,005.97	3,156.27	3,314.08	3,479.78
156	2,661.59	2,794.67	2,934.40	3,081.12	3,235.18	3,396.93	3,566.78
157	2,726.50	2,862.83	3,005.97	3,156.27	3,314.08	3,479.78	3,653.77
158	2,794.67	2,934.40	3,081.12	3,235.18	3,396.93	3,566.78	3,745.12
159	2,862.83	3,005.97	3,156.27	3,314.08	3,479.78	3,653.77	3,836.46
160	2,934.40	3,081.12	3,235.18	3,396.93	3,566.78	3,745.12	3,932.38
161	3,005.97	3,156.27	3,314.08	3,479.78	3,653.77	3,836.46	4,028.28
162	3,081.12	3,235.18	3,396.93	3,566.78	3,745.12	3,932.38	4,129.00
163	3,156.27	3,314.08	3,479.78	3,653.77	3,836.46	4,028.28	4,229.70
164	3,235.18	3,396.93	3,566.78	3,745.12	3,932.38	4,129.00	4,335.44
165	3,314.08	3,479.78	3,653.77	3,836.46	4,028.28	4,229.70	4,441.18
166	3,396.93	3,566.78	3,745.12	3,932.38	4,129.00	4,335.44	4,552.22
167	3,479.78	3,653.77	3,836.46	4,028.28	4,229.70	4,441.18	4,663.24
168	3,566.78	3,745.12	3,932.38	4,129.00	4,335.44	4,552.22	4,779.83
169	3,653.77	3,836.46	4,028.28	4,229.70	4,441.18	4,663.24	4,896.40
170	3,745.12	3,932.38	4,129.00	4,335.44	4,552.22	4,779.83	5,016.62
171	3,836.46	4,028.28	4,229.70	4,441.18	4,663.24	4,896.40	5,141.22
172	3,932.38	4,129.00	4,335.44	4,552.22	4,779.83	5,016.62	5,269.76
173	4,028.28	4,229.70	4,441.18	4,663.24	4,896.40	5,141.22	5,398.29
174	4,129.00	4,335.44	4,552.22	4,779.83	5,016.62	5,269.76	5,533.25
175	4,229.70	4,441.18	4,663.24	4,896.40	5,141.22	5,398.29	5,668.20
176	4,335.44	4,552.22	4,779.83	5,016.62	5,269.76	5,533.25	5,809.93
177	4,441.18	4,663.24	4,896.40	5,141.22	5,398.29	5,668.20	5,951.52
178	4,552.22	4,779.83	5,016.62	5,269.76	5,533.25	5,809.93	6,100.42
179	4,663.24	4,896.40	5,141.22	5,398.29	5,668.20	5,951.52	6,249.10
180	4,779.83	5,016.62	5,269.76	5,533.25	5,809.93	6,100.42	6,405.45
181	4,896.40	5,141.22	5,398.29	5,668.20	5,951.52	6,249.10	6,561.55
182	5,016.62	5,269.76	5,533.25	5,809.93	6,100.42	6,405.45	6,725.72
183	5,141.22	5,398.29	5,668.20	5,951.52	6,249.10	6,561.55	6,889.63
184	5,269.76	5,533.25	5,809.93	6,100.42	6,405.45	6,725.72	7,062.00
185	5,398.29	5,668.20	5,951.52	6,249.10	6,561.55	6,889.63	7,234.11
186	5,533.25	5,809.93	6,100.42	6,405.45	6,725.72	7,062.00	7,415.11
187	5,668.20	5,951.52	6,249.10	6,561.55	6,889.63	7,234.11	7,595.81
188	5,809.93	6,100.42	6,405.45	6,725.72	7,062.00	7,415.11	7,785.86
189	5,951.52	6,249.10	6,561.55	6,889.63	7,234.11	7,595.81	7,975.60
190	6,100.42	6,405.45	6,725.72	7,062.00	7,415.11	7,785.86	8,175.15
191	6,249.10	6,561.55	6,889.63	7,234.11	7,595.81	7,975.60	8,374.38
192	6,405.45	6,725.72	7,062.00	7,415.11	7,785.86	8,175.15	8,583.91
193	6,561.55	6,889.63	7,234.11	7,595.81	7,975.60	8,374.38	8,793.11
194	6,725.72	7,062.00	7,415.11	7,785.86	8,175.15	8,583.91	9,013.11
195	6,889.63	7,234.11	7,595.81	7,975.60	8,374.38	8,793.11	9,232.77
196	7,062.00	7,415.11	7,785.86	8,175.15	8,583.91	9,013.11	9,463.76
197	7,234.11	7,595.81	7,975.60	8,374.38	8,793.11	9,232.77	9,694.41
198	7,415.11	7,785.86	8,175.15	8,583.91	9,013.11	9,463.76	9,936.94
199	7,595.81	7,975.60	8,374.38	8,793.11	9,232.77	9,694.41	10,179.13
200	7,785.86	8,175.15	8,583.91	9,013.11	9,463.76	9,936.94	10,433.79

AGENDA ITEM 12B

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

\_\_\_\_\_ Motion Only  
\_\_\_\_\_ Public Hearing  
  X   Resolution  
\_\_\_\_\_ Ordinance  
\_\_\_\_\_ Information

**Submitted By:** Heidi Whitlock, Assistant to the City Administrator

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 16-5336**, Approving and authorizing Mayor to execute MOU with the Administrative bargaining unit.

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** An agreement has been reached with the Administrative bargaining unit for the period of July 1, 2016 through June 30, 2018. The changes from the existing agreement include the following:

- MOU shall be for the period of July 1, 2016 through June 30, 2018.
- The addition of longevity Step H in the salary matrix.
- 1% COLA as of July 1, 2016 and an additional 1% as of July 1, 2017.

**FISCAL IMPACT:** Increase in current annual salary and benefits:  
Year 1 - \$8,807; Year 2 - \$4,695

**ACTION REQUESTED:** Motion to approve Resolution No. 16-5336 Approving and authorizing Mayor to execute MOU with the Administrative bargaining unit.

**ATTACHMENTS:** Resolution No. 16-5336  
Administrative Unit Memorandum of Understanding

**RESOLUTION NO. 16-5336**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**APPROVING AND AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF**  
**UNDERSTANDING WITH THE ADMINISTRATIVE BARGAINING UNIT FOR FISCAL**  
**YEAR 2016/2017 AND 2017/2018**

**WHEREAS,** the City of Susanville and representatives from the Administrative bargaining unit have negotiated a labor agreement according to the requirements of the Meyers-Milias-Brown Act; and

**WHEREAS,** the Bargaining Unit has ratified the respective agreement; and

**WHEREAS,** the agreement has been negotiated within the parameters established by City Council.

**NOW, THEREFORE, BE IT RESOLVED,** by the City Council of the City of Susanville that the Memorandum of Understanding with the Administrative bargaining unit for the period of July 1, 2016 through June 30, 2018 is hereby approved.

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

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

The foregoing Resolution No. 16-5336 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 2nd day of November, 2016 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

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

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

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF SUSANVILLE  
  
AND  
  
THE ADMINISTRATIVE  
EMPLOYEES**

July 1, 2016 and including June 30, 2018

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1. **INTRODUCTION**

The CITY of Susanville, hereinafter called the CITY, and the Administrative Employees, having met and conferred in good faith, have entered into this Memorandum of Understanding (MOU) establishing wages, hours, and other terms and conditions of employment.

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

2. **EMPLOYEE RIGHTS**

Employees of the CITY have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations within the scope of representation. Employees of the CITY shall also have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the CITY.

3. **CITY RIGHTS**

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

- a. To direct employees in the performance of their duties.
- b. To hire, promote, transfer, assign, and discipline employees.
- c. To dismiss employees because of lack of work, or in accordance with applicable provisions of the CITY's personnel ordinance and Personnel Policies and Procedures adopted by the City Council.
- d. To determine the mission of its divisions and departments, and its budget, organization, number of employees, and the numbers, types, classifications, descriptions, and grades of positions or employees assigned to an organizational unit, work project shift, or tour of duty, and the methods and technology of performing its work.
- e. To take whatever action may be appropriate to carry out its mission in situations of emergency.
- f. To direct personnel based upon CITY Personnel Policies and Procedures adopted by the City Council where deemed applicable by the City Council.
- g. In addition, the CITY specifically retains all the rights, subject to the provisions of this MOU, to take whatever actions and set whatever policies it deems necessary, with appropriate notification to UNIT employees.
- h. This section will not operate to deny any employee rights guaranteed by applicable law, including the Meyers-Milias-Brown Act.

4. **NONDISCRIMINATION**

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

5. **UNIT RECOGNITION**

The CITY agrees to acknowledge the UNIT as the only recognized employee organization representing the Administrative employees and shall consist of all full-time, regular or probationary employees of the CITY listed in Exhibit "A" of this MOU.

6. **SALARY SCALE, MERIT STEP, CAREER DEVELOPMENT**

- a. Pay periods will conform to 26 pay periods within a full year with pay day occurring every other Friday.
- b. The Employees shall receive such merit steps as may be granted pursuant to the Employee Manual. When an employee has been at Step E for two years, he/she may, according to merit, be moved to Step F, which is five percent higher than the current range and step. If the employee remains in Step F for two additional years, he/she may according to merit, go to Step G. If the employee remains in Step G for two additional years, he/she may, according to merit, go to Step H. Merit increases will not be automatic and will be based upon merit as evidenced by a performance evaluation. Longevity ends at Step H.
- c. The compensation listed in Exhibit "B" of the City of Susanville Global Range and Step Matrix shall constitute entire compensation, except as provided within this Agreement.
- d. Administrative Employees whose positions are exempt from the requirements of the Fair Labor Standards Act are not eligible for standby pay, call back pay, overtime pay, or any other form of overtime compensation unless expressly authorized by the City Administrator.
- e. Where there is a continuing education program approved by the City Administrator the CITY shall pay the cost of books, tuition, fees, mileage and per diem expenses to complete the program as allowed by budget.
- f. S.D.I.: The City will pay the State Disability Insurance for the employees of this Unit.

7. **RETIREMENT**

- a. For Legacy Employees as defined by the California Public Employee's Pension Reform Act (PEPRA) of 2013, the CITY shall pay the employer's share and the employee shall pay the employee's 8% share of the existing retirement program of



3% at 60, single highest year, with California Public Employees Retirement System for Legacy employees.

- b. New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340 / PEPRA.  
Non-safety employees 2% at 62  
Safety employees 2.7% at 57

8. **WORK SCHEDULE**

- a. The Exempt Administrative Employees covered by this MOU generally work from 8:00 a.m. to 5:00 p.m. or the hours worked by employees within the respective departments, plus any additional hours associated with required meetings, emergencies, and other requirements of the position.
- b. The Nonexempt employees covered by the MOU shall have a workweek that begins at midnight Saturday and ends at midnight the following Friday. Nonexempt Administrative Unit Employees covered by this MOU generally work from 8:00 a.m. to 5:00 p.m. or the hours worked by employees within the respective departments, plus any additional hours associated with required meetings, emergencies, and other requirements of the position. Nonexempt Employees shall be normally scheduled for two consecutive days off. A 40-hour work week shall constitute a regular work schedule for this UNIT unless the needs of the CITY require an alteration of the schedule because of emergencies, program or staffing needs, budgetary reasons or in order to accommodate temporary schedule adjustments. Normally the work week for Nonexempt Administrative Employees shall be Monday through Friday, with a 60-minute lunch break. The needs of the CITY will be paramount when making assignments under the 40-hour work week.

9. **HOLIDAYS, VACATION AND SICK LEAVE**

Employees in this UNIT shall earn annual vacation credit accrued per pay period as specified below:

0-1	year	3.69
1-5	years	4.62
5-10	years	5.23
10-15	years	6.15
15-20	years	7.69
20 +	years	9.23

- a. Vacation credit will vest and become available for use upon the successful completion of the probationary period for any new employees within the UNIT. Accrued vacation time may be used during the probationary period, subject to the approval of the City Administrator on a case-by-case basis.

- b. Maximum vacation accrual shall be 240 hours. The City Administrator may authorize increasing the maximum accrual for a defined period of time if the excess accrual was created because the City Administrator cancelled an employee's scheduled vacation due to a CITY emergency. Any vacation hours accrued over 240 hours shall be bought back by the City at fifty percent of employee's base salary during December.

10. **ADMINISTRATIVE LEAVE**

Exempt Members of the UNIT shall receive 60 hours Administrative Leave per fiscal year in addition to vacation leave. Such leave shall be credited July 1 of each year.

Administrative Leave will be made available from the time of hire, at 15 hours credited for each three-month period remaining in the fiscal year that the employee is hired and prorated for the first three-month period.

Administrative Leave is made available in recognition of employee's responsibility to perform functions after normal business hours.

Administrative Leave may not accrue, and any unused leave will extinguish as of June 30 of each year. UNIT members may sell up to 30 hours of unused Administrative Leave back to the CITY during December, and up to thirty hours of unused Administrative Leave back to the City in June. This benefit is not available to an employee who has not successfully completed their introductory period.

Nonexempt Members shall not receive Administrative Leave.

11. **OVERTIME**

- a. The CITY agrees that all hours worked by Nonexempt employees in excess of forty (40) hours per week shall be compensated for at a rate of 1.5 times the regular rate of pay.
- b. The assignment of overtime will be at the CITY'S sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime work in advance. When an employee cannot work unscheduled overtime, for whatever reason, such action will not be considered insubordination and no other sanctions will be imposed on the employee.
- c. The CITY shall have the right to require employees to work whenever necessary.
- d. The CITY shall grant either pay for overtime, pursuant to Section 11.A of this MOU, or compensatory time off at the rate of 1.5 times the number of overtime hours worked. It shall be the employee's option to select cash or compensating time off.

- e. No employee subject to the terms of this MOU shall accrue more than 240 hours of compensatory time off. Employees may elect to receive lump sum cash out for compensatory time off in June and December. Lump sum cash out may not exceed 40 hours in June and 40 hours in December
- f. An employee who is called in to work (non-scheduled overtime) and at least one (1) hour after clocking out shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- g. An employee who works more than ten consecutive hours shall receive a meal allowance of \$13.50.
- h. This section shall not apply to Exempt Members.

12. **MILITARY LEAVE**

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

13. **JURY DUTY**

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

14. **FAMILY ILLNESS OR INJURY LEAVE**

Family Leave provisions are outlined in the Employee Manual dated June 1, 2001.

15. **BEREAVEMENT LEAVE**

Bereavement Leave shall be granted according to the provisions of the Employee Manual dated June 1, 2001.

16. **LAY-OFF POLICY**

It is recognized by the UNIT that, when due to fiscal, operational or organizational reasons, it is necessary to reduce CITY employment, such action and its implementation, except as qualified herein, shall be at the sole discretion of the CITY. When it is deemed necessary to reduce CITY employment by layoff of employees or elimination of job positions/titles, the CITY shall give the employee a minimum of three-month notice and severance pay including all previous benefits for said three-month period. This benefit is not available to an employee who has not successfully completed his/her introductory period

- a. The CITY shall have the sole right to determine which class or classes shall be subject to layoff.

- b. Employees laid off, or demoted in lieu of layoff, shall have a priority right of return to their prior class. This right shall remain effective for one year from the date of demotion or separation from service.

17. **HEALTH, DENTAL AND VISION INSURANCE**

- a. Effective July 1, 2013 the City shall pay the cost of health, dental and vision insurance premium for each unit member covered under this MOU. Each unit member shall contribute \$46 per month towards the current plan premium. City will continue to research options for the best cost-effective coverage, at its discretion. The City reserves the right to select, change, administer and shall have the right to select any carrier or other method providing coverage to fund the benefits and may adjust the amount the City shall pay for such benefits. If the insurance provider is changed and the cost is less than \$1018 per month per employee, the City shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.
- b. Retirees will be eligible to purchase health insurance under the above plan with no vesting requirement if allowed by the plan. A credit of 50% of accumulated sick leave at time of retirement, will be paid out per month towards 50% of premium, subject to CalPERS regulations. The amount of sick leave credit that could be credited toward retiree health insurance benefits will be capped at \$15,000.00.

18. **LIFE INSURANCE**

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

19. **IRS SECTION 125 PLAN; DEFERRED COMPENSATION**

- a. The City has established an IRS Section 125 Plan for use by employees.
- b. The City will contribute \$25 per pay period as a contribution to an employee's Section 125 plan; or
- c. The City shall match up to two percent of the employee's gross salary in a deferred compensation plan with a maximum contribution of \$25 per pay period.

20. **FLEXIBLE BENEFIT/UNIFORM ALLOWANCE**

- a. Each Exempt Member of the UNIT shall receive a \$200 per year flexible benefit in December of each year.
- b. Uniform Allowance: Administrative Employees who are attached to Police shall receive a uniform allowance equal to that allowed to officers in the Police unit, not to exceed \$800 annually.

21. **PAST PRACTICES**

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

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

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

22. **GRIEVANCE/DISCIPLINE PROCEDURES**

The CITY and UNIT will follow the approved procedures as outlined in the City of Susanville Employee Manual.

23. **SOLE AGREEMENT**

a. The policies which are collected in this MOU constitute the entirety of the policies which are subject to the meet and confer obligation as agreed to by the parties. To the extent that any other agreement should be in conflict with these policies, these policies shall prevail.

b. If, during its term, the parties hereto should mutually agree to modify, amend or alter the provisions of the MOU in any respect, any such change shall be effective only, if and when reduced to writing and executed by the authorized representative of the CITY and the UNIT. Any such changes validly made shall become a part of this MOU and subject to its terms.

24. **SAVINGS CLAUSE**

In the event that any of the policies contained in this MOU should be declared by a court of competent jurisdiction to be unenforceable or illegal, that policy, or set of policies, shall be declared void.

However, this action shall in no way invalidate the remaining policies contained in this MOU.

Should a policy within the MOU become void as outlined above, either the CITY or the UNIT may institute the meet and confer process in regard to instituting a substitute item.

25. **TERM OF THE MEMORANDUM OF UNDERSTANDING**

This MOU shall remain in effect for the period of July 1, 2016 through and including June 30, 2018, or until a successor MOU is reached, unless a specific provision provides for a different commencement and/or termination date. This MOU has been ratified by both the CITY and UNIT.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2016.

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

\_\_\_\_\_  
Bill Hoffman, UNIT Representative

\_\_\_\_\_  
Jared G. Hancock, City Administrator

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Jessica Ryan, City Attorney

## EXHIBIT "A"

### Administrative Confidential Employees Position Classification Schedule July 1, 2016 through June 30, 2018

<u>Exempt Positions</u>	<u>Range</u>
Assistant to the City Administrator	148
Administrative Assistant: Police Department	138
 <u>Nonexempt Positions</u>	
Project Manager	146
Assistant Civil/Air Quality Engineer	140/144/150
Assistant Engineer	140
Permit Technician	140

**CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX**  
**2016-2017 ADMINISTRATIVE MOU**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H
101	706.24	741.55	778.63	817.56	858.44	901.36	946.43	993.76
102	723.90	760.10	798.10	838.01	879.91	923.91	970.11	1,018.61
103	741.55	778.63	817.56	858.44	901.36	946.43	993.75	1,043.44
104	760.10	798.10	838.01	879.91	923.91	970.11	1,018.62	1,069.55
105	778.63	817.56	858.44	901.36	946.43	993.75	1,043.44	1,095.62
106	798.10	838.01	879.91	923.91	970.11	1,018.62	1,069.55	1,123.02
107	817.56	858.44	901.36	946.43	993.75	1,043.44	1,095.61	1,150.39
108	838.01	879.91	923.91	970.11	1,018.62	1,069.55	1,123.02	1,179.17
109	858.44	901.36	946.43	993.75	1,043.44	1,095.61	1,150.39	1,207.91
110	879.91	923.91	970.11	1,018.62	1,069.55	1,123.02	1,179.18	1,238.14
111	901.36	946.43	993.75	1,043.44	1,095.61	1,150.39	1,207.91	1,268.30
112	923.91	970.11	1,018.62	1,069.55	1,123.02	1,179.18	1,238.14	1,300.04
113	946.43	993.75	1,043.44	1,095.61	1,150.39	1,207.91	1,268.31	1,331.72
114	970.11	1,018.62	1,069.55	1,123.02	1,179.18	1,238.14	1,300.04	1,365.05
115	993.75	1,043.44	1,095.61	1,150.39	1,207.91	1,268.31	1,331.72	1,398.31
116	1,018.62	1,069.55	1,123.02	1,179.18	1,238.14	1,300.04	1,365.05	1,433.30
117	1,043.44	1,095.61	1,150.39	1,207.91	1,268.31	1,331.72	1,398.30	1,468.22
118	1,069.55	1,123.02	1,179.18	1,238.14	1,300.04	1,365.05	1,433.30	1,504.96
119	1,095.61	1,150.39	1,207.91	1,268.31	1,331.72	1,398.30	1,468.22	1,541.63
120	1,123.02	1,179.18	1,238.14	1,300.04	1,365.05	1,433.30	1,504.97	1,580.21
121	1,150.39	1,207.91	1,268.31	1,331.72	1,398.30	1,468.22	1,541.62	1,618.70
122	1,179.18	1,238.14	1,300.04	1,365.05	1,433.30	1,504.96	1,580.21	1,659.22
123	1,207.91	1,268.31	1,331.72	1,398.30	1,468.22	1,541.62	1,618.70	1,699.64
124	1,238.14	1,300.04	1,365.05	1,433.30	1,504.97	1,580.21	1,659.19	1,742.15
125	1,268.31	1,331.72	1,398.30	1,468.22	1,541.62	1,618.70	1,699.64	1,784.62
126	1,300.04	1,365.05	1,433.30	1,504.97	1,580.21	1,659.19	1,742.15	1,829.25
127	1,331.72	1,398.30	1,468.22	1,541.62	1,618.70	1,699.64	1,784.62	1,873.85
128	1,365.05	1,433.30	1,504.97	1,580.21	1,659.19	1,742.15	1,829.25	1,920.71
129	1,398.30	1,468.22	1,541.62	1,618.70	1,699.64	1,784.62	1,873.85	1,967.54
130	1,433.30	1,504.97	1,580.21	1,659.19	1,742.15	1,829.25	1,920.73	2,016.76
131	1,468.22	1,541.62	1,618.70	1,699.64	1,784.62	1,873.85	1,967.54	2,065.92
132	1,504.97	1,580.21	1,659.19	1,742.15	1,829.25	1,920.73	2,016.76	2,117.60
133	1,541.62	1,618.70	1,699.64	1,784.62	1,873.85	1,967.54	2,065.92	2,169.21
134	1,580.21	1,659.19	1,742.15	1,829.25	1,920.73	2,016.76	2,117.60	2,223.47
135	1,618.70	1,699.64	1,784.62	1,873.85	1,967.54	2,065.92	2,169.21	2,277.68
136	1,659.19	1,742.15	1,829.25	1,920.73	2,016.76	2,117.60	2,223.47	2,334.65
137	1,699.64	1,784.62	1,873.85	1,967.54	2,065.92	2,169.21	2,277.68	2,391.56
138	1,742.15	1,829.25	1,920.73	2,016.76	2,117.60	2,223.47	2,334.66	2,451.38
139	1,784.62	1,873.85	1,967.54	2,065.92	2,169.21	2,277.68	2,391.56	2,511.14
140	1,829.25	1,920.73	2,016.76	2,117.60	2,223.47	2,334.66	2,451.38	2,573.95
141	1,873.85	1,967.54	2,065.92	2,169.21	2,277.68	2,391.56	2,511.14	2,636.70
142	1,920.73	2,016.76	2,117.60	2,223.47	2,334.66	2,451.38	2,573.95	2,702.65
143	1,967.54	2,065.92	2,169.21	2,277.68	2,391.56	2,511.14	2,636.70	2,768.53
144	2,016.76	2,117.60	2,223.47	2,334.66	2,451.38	2,573.95	2,702.65	2,837.79
145	2,065.92	2,169.21	2,277.68	2,391.56	2,511.14	2,636.70	2,768.53	2,906.95
146	2,117.60	2,223.47	2,334.66	2,451.38	2,573.95	2,702.65	2,837.79	2,979.67
147	2,169.21	2,277.68	2,391.56	2,511.14	2,636.70	2,768.53	2,906.95	3,052.29
148	2,223.47	2,334.66	2,451.38	2,573.95	2,702.65	2,837.79	2,979.67	3,128.65
149	2,277.68	2,391.56	2,511.14	2,636.70	2,768.53	2,906.95	3,052.29	3,204.91
150	2,334.66	2,451.38	2,573.95	2,702.65	2,837.79	2,979.67	3,128.65	3,285.09
151	2,391.56	2,511.14	2,636.70	2,768.53	2,906.95	3,052.29	3,204.91	3,365.15
152	2,451.38	2,573.95	2,702.65	2,837.79	2,979.67	3,128.65	3,285.09	3,449.35
153	2,511.14	2,636.70	2,768.53	2,906.95	3,052.29	3,204.91	3,365.15	3,533.41
154	2,573.95	2,702.65	2,837.79	2,979.67	3,128.65	3,285.09	3,449.35	3,621.81
155	2,636.70	2,768.53	2,906.95	3,052.29	3,204.91	3,365.15	3,533.41	3,710.08
156	2,702.65	2,837.79	2,979.67	3,128.65	3,285.09	3,449.35	3,621.81	3,802.90
157	2,768.53	2,906.95	3,052.29	3,204.91	3,365.15	3,533.41	3,710.08	3,895.58
158	2,837.79	2,979.67	3,128.65	3,285.09	3,449.35	3,621.81	3,802.90	3,993.05
159	2,906.95	3,052.29	3,204.91	3,365.15	3,533.41	3,710.08	3,895.58	4,090.36
160	2,979.67	3,128.65	3,285.09	3,449.35	3,621.81	3,802.90	3,993.05	4,192.70
161	3,052.29	3,204.91	3,365.15	3,533.41	3,710.08	3,903.44	4,090.36	4,294.88
162	3,128.65	3,285.09	3,449.35	3,621.81	3,802.90	3,993.05	4,192.70	4,402.34
163	3,204.91	3,365.15	3,533.41	3,710.08	3,895.58	4,090.36	4,294.87	4,509.62
164	3,285.09	3,449.35	3,621.81	3,802.90	3,993.05	4,192.70	4,402.33	4,622.45
165	3,365.15	3,533.41	3,710.08	3,895.58	4,090.36	4,294.87	4,509.61	4,735.10
166	3,449.35	3,621.81	3,802.90	3,993.05	4,192.70	4,402.33	4,622.45	4,853.58
167	3,533.41	3,710.08	3,895.58	4,090.36	4,294.87	4,509.61	4,735.10	4,971.85
168	3,621.81	3,802.90	3,993.05	4,192.70	4,402.33	4,622.45	4,853.57	5,096.24
169	3,710.08	3,895.58	4,090.36	4,294.87	4,509.61	4,735.10	4,971.85	5,220.44
170	3,802.90	3,993.05	4,192.70	4,402.33	4,622.45	4,853.57	5,096.24	5,351.05
171	3,895.58	4,090.36	4,294.87	4,509.61	4,735.10	4,971.85	5,220.44	5,481.46
172	3,993.05	4,192.70	4,402.33	4,622.45	4,853.57	5,096.24	5,351.05	5,618.61
173	4,090.36	4,294.87	4,509.61	4,735.10	4,971.85	5,220.44	5,481.46	5,755.54
174	4,192.70	4,402.33	4,622.45	4,853.57	5,096.24	5,351.05	5,618.61	5,899.54
175	4,294.87	4,509.61	4,735.10	4,971.85	5,220.44	5,481.46	5,755.54	6,043.31
176	4,402.33	4,622.45	4,853.57	5,096.24	5,351.05	5,618.61	5,899.54	6,194.51
177	4,509.61	4,735.10	4,971.85	5,220.44	5,481.46	5,755.54	6,043.31	6,345.48
178	4,622.45	4,853.57	5,096.24	5,351.05	5,618.61	5,899.54	6,194.51	6,504.24
179	4,735.10	4,971.85	5,220.44	5,481.46	5,755.54	6,043.31	6,345.48	6,662.75
180	4,853.57	5,096.24	5,351.05	5,618.61	5,899.54	6,194.51	6,504.24	6,829.45
181	4,971.85	5,220.44	5,481.46	5,755.54	6,043.31	6,345.48	6,662.75	6,995.89
182	5,096.24	5,351.05	5,618.61	5,899.54	6,194.51	6,504.24	6,829.45	7,170.92
183	5,220.44	5,481.46	5,755.54	6,043.31	6,345.48	6,662.75	6,995.89	7,345.69
184	5,351.05	5,618.61	5,899.54	6,194.51	6,504.24	6,829.45	7,170.93	7,529.47
185	5,481.46	5,755.54	6,043.31	6,345.48	6,662.75	6,995.89	7,345.69	7,712.98
186	5,618.61	5,899.54	6,194.51	6,504.24	6,829.45	7,170.93	7,529.47	7,905.94
187	5,755.54	6,043.31	6,345.48	6,662.75	6,995.89	7,345.69	7,712.98	8,098.63
188	5,899.54	6,194.51	6,504.24	6,829.45	7,170.93	7,529.47	7,905.94	8,301.23
189	6,043.31	6,345.48	6,662.75	6,995.89	7,345.69	7,712.98	8,098.63	8,503.56
190	6,194.51	6,504.24	6,829.45	7,170.93	7,529.47	7,905.94	8,301.23	8,716.30
191	6,345.48	6,662.75	6,995.89	7,345.69	7,712.98	8,098.63	8,503.56	8,928.73
192	6,504.24	6,829.45	7,170.93	7,529.47	7,905.94	8,301.23	8,716.30	9,152.11
193	6,662.75	6,995.89	7,345.69	7,712.98	8,098.63	8,503.56	8,928.73	
194	6,829.45	7,170.93	7,529.47	7,905.94	8,301.23	8,716.30	9,152.11	
195	6,995.89	7,345.69	7,712.98	8,098.63	8,503.56	8,928.73	9,375.17	
196	7,170.93	7,529.47	7,905.94	8,301.23	8,716.30	9,152.11	9,594.71	
197	7,345.69	7,712.98	8,098.63	8,503.56	8,928.73	9,375.17	9,843.93	
198	7,529.47	7,905.94	8,301.23	8,716.30	9,152.11	9,594.71	10,090.20	
199	7,712.98	8,098.63	8,503.56	8,928.73	9,375.17	9,843.93	10,336.13	
200	7,905.94	8,301.23	8,716.30	9,152.11	9,594.71	10,090.20	10,594.71	



**CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX**  
**2017-2018 ADMINISTRATIVE MOU**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H
101	713.30	748.97	786.42	825.74	867.02	910.38	955.69	1,003.69
102	731.14	767.69	806.08	846.38	888.70	933.13	979.79	1,028.78
103	748.97	786.42	825.74	867.02	910.38	955.69	1,003.69	1,053.87
104	767.70	806.08	846.39	888.71	933.14	979.80	1,028.79	1,080.23
105	786.41	825.73	867.02	910.37	955.69	1,003.69	1,053.87	1,106.56
106	806.08	846.38	888.70	933.14	979.80	1,028.78	1,080.22	1,134.24
107	825.74	867.02	910.38	955.69	1,003.69	1,053.87	1,106.57	1,161.90
108	846.39	888.71	933.14	979.80	1,028.79	1,080.23	1,134.24	1,190.95
109	867.02	910.37	955.69	1,003.69	1,053.87	1,106.57	1,161.89	1,219.99
110	888.71	933.15	979.81	1,029.80	1,080.24	1,134.25	1,190.96	1,250.51
111	910.38	955.69	1,003.69	1,053.87	1,106.57	1,161.90	1,219.99	1,280.99
112	933.15	979.81	1,029.80	1,080.24	1,134.25	1,190.96	1,250.51	1,313.03
113	955.90	1,003.69	1,053.88	1,106.57	1,161.90	1,220.00	1,281.00	1,345.05
114	979.81	1,028.80	1,080.24	1,134.25	1,190.96	1,250.51	1,313.03	1,378.69
115	1,003.69	1,053.87	1,106.57	1,161.90	1,219.99	1,280.99	1,345.04	1,412.29
116	1,028.80	1,080.24	1,134.25	1,190.97	1,250.51	1,313.04	1,378.69	1,447.63
117	1,053.88	1,106.57	1,161.90	1,219.99	1,280.99	1,345.04	1,412.30	1,482.91
118	1,080.24	1,134.25	1,190.97	1,250.51	1,313.04	1,378.69	1,447.63	1,520.01
119	1,106.57	1,161.90	1,219.99	1,280.99	1,345.04	1,412.29	1,482.91	1,557.05
120	1,134.25	1,190.97	1,250.51	1,313.04	1,378.69	1,447.63	1,520.01	1,596.01
121	1,161.89	1,219.99	1,280.99	1,345.03	1,412.29	1,482.90	1,557.05	1,634.90
122	1,190.97	1,250.52	1,313.04	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81
123	1,219.99	1,280.99	1,345.04	1,412.29	1,482.90	1,557.05	1,634.90	1,716.65
124	1,250.52	1,313.04	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81	1,759.81
125	1,280.99	1,345.04	1,412.29	1,482.91	1,557.05	1,634.90	1,716.65	1,802.48
126	1,313.04	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81	1,759.80	1,847.58
127	1,345.04	1,412.29	1,482.91	1,557.05	1,634.90	1,716.65	1,802.48	1,892.81
128	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81	1,759.81	1,847.59	1,939.97
129	1,412.29	1,482.90	1,557.05	1,634.90	1,716.64	1,802.47	1,892.59	1,987.23
130	1,447.63	1,520.01	1,596.01	1,675.81	1,759.81	1,847.59	1,939.97	2,036.96
131	1,482.90	1,557.04	1,634.89	1,716.64	1,802.47	1,892.59	1,987.22	2,086.59
132	1,520.02	1,596.02	1,675.82	1,759.81	1,847.58	1,939.96	2,036.96	2,138.61
133	1,557.04	1,634.89	1,716.64	1,802.47	1,892.59	1,987.22	2,086.58	2,190.91
134	1,596.01	1,675.81	1,759.80	1,847.58	1,939.96	2,036.96	2,138.61	2,245.75
135	1,634.89	1,716.63	1,802.46	1,892.59	1,987.22	2,086.58	2,190.91	2,300.45
136	1,675.78	1,759.57	1,847.55	1,939.93	2,036.93	2,138.77	2,245.71	2,358.00
137	1,716.63	1,802.46	1,892.59	1,987.22	2,086.58	2,190.91	2,300.45	2,415.47
138	1,759.57	1,847.55	1,939.92	2,036.92	2,138.77	2,245.70	2,357.99	2,475.69
139	1,802.46	1,892.59	1,987.22	2,086.58	2,190.90	2,300.45	2,415.47	2,536.25
140	1,847.54	1,939.92	2,036.92	2,138.76	2,245.70	2,357.99	2,475.89	2,599.68
141	1,892.59	1,987.22	2,086.58	2,190.91	2,300.46	2,415.48	2,536.25	2,663.06
142	1,939.93	2,036.93	2,138.78	2,245.71	2,358.00	2,475.90	2,599.69	2,729.68
143	1,987.22	2,086.58	2,190.90	2,300.45	2,415.47	2,536.25	2,663.06	2,796.21
144	2,036.93	2,138.78	2,245.72	2,358.00	2,475.90	2,599.70	2,729.68	2,865.17
145	2,086.58	2,190.90	2,300.45	2,415.47	2,536.25	2,663.06	2,796.21	2,936.02
146	2,138.77	2,245.71	2,358.00	2,475.90	2,599.69	2,729.68	2,865.16	3,009.47
147	2,190.91	2,300.45	2,415.47	2,536.25	2,663.06	2,796.21	2,936.02	3,082.83
148	2,245.71	2,357.99	2,475.89	2,599.69	2,729.67	2,865.16	3,009.46	3,159.94
149	2,300.45	2,415.48	2,536.25	2,663.06	2,796.22	2,936.03	3,082.83	3,236.97
150	2,358.00	2,475.90	2,599.70	2,729.68	2,865.17	3,009.47	3,159.95	3,317.94
151	2,415.48	2,536.25	2,663.07	2,796.22	2,936.03	3,082.83	3,236.97	3,398.82
152	2,475.69	2,599.69	2,729.67	2,865.15	3,009.46	3,159.93	3,317.93	3,483.83
153	2,536.25	2,663.07	2,796.22	2,936.03	3,082.83	3,236.98	3,398.82	3,568.77
154	2,599.69	2,729.67	2,865.16	3,009.47	3,159.94	3,317.94	3,483.83	3,658.02
155	2,663.06	2,796.22	2,936.03	3,082.83	3,236.97	3,398.82	3,568.75	3,747.20
156	2,729.67	2,865.16	3,009.46	3,159.94	3,317.94	3,483.83	3,658.02	3,840.92
157	2,796.21	2,936.02	3,082.82	3,236.97	3,398.81	3,568.75	3,747.19	3,934.55
158	2,865.16	3,009.47	3,159.95	3,317.94	3,483.84	3,658.03	3,840.93	4,032.98
159	2,936.02	3,082.82	3,236.96	3,398.81	3,568.75	3,747.19	3,934.55	4,131.27
160	3,009.47	3,159.94	3,317.94	3,483.84	3,658.03	3,840.93	4,032.98	4,234.63
161	3,082.82	3,236.96	3,398.80	3,568.74	3,747.18	3,934.54	4,131.27	4,337.83
162	3,159.94	3,317.94	3,483.83	3,658.03	3,840.93	4,032.97	4,234.62	4,446.35
163	3,236.96	3,398.80	3,568.74	3,747.18	3,934.54	4,131.27	4,337.83	4,554.72
164	3,317.94	3,483.84	3,658.03	3,840.93	4,032.98	4,234.63	4,446.36	4,668.67
165	3,398.80	3,568.74	3,747.18	3,934.54	4,131.26	4,337.83	4,554.72	4,782.46
166	3,483.84	3,658.03	3,840.93	4,032.98	4,234.63	4,446.36	4,668.68	4,902.11
167	3,568.74	3,747.18	3,934.54	4,131.26	4,337.83	4,554.72	4,782.45	5,021.58
168	3,658.03	3,840.93	4,032.97	4,234.62	4,446.35	4,668.67	4,902.10	5,147.21
169	3,747.18	3,934.54	4,131.26	4,337.83	4,554.72	4,782.45	5,021.57	5,272.65
170	3,840.93	4,032.97	4,234.62	4,446.35	4,668.67	4,902.11	5,147.21	5,404.57
171	3,934.54	4,131.27	4,337.83	4,554.72	4,782.45	5,021.58	5,272.66	5,536.29
172	4,032.98	4,234.63	4,446.36	4,668.68	4,902.11	5,147.21	5,404.57	5,674.60
173	4,131.26	4,337.83	4,554.72	4,782.45	5,021.58	5,272.65	5,536.29	5,813.10
174	4,234.63	4,446.36	4,668.68	4,902.11	5,147.22	5,404.58	5,674.61	5,958.55
175	4,337.82	4,554.71	4,782.45	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75
176	4,446.35	4,668.67	4,902.10	5,147.21	5,404.57	5,674.60	5,958.54	6,256.47
177	4,554.71	4,782.44	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75	6,408.93
178	4,668.68	4,902.11	5,147.22	5,404.58	5,674.61	5,958.55	6,256.48	6,569.30
179	4,782.45	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75	6,408.94	6,729.38
180	4,902.10	5,147.21	5,404.57	5,674.60	5,958.54	6,256.46	6,569.29	6,897.75
181	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75	6,408.93	6,729.38	7,065.85
182	5,147.20	5,404.56	5,674.70	5,958.53	6,256.46	6,569.28	6,897.75	7,242.63
183	5,272.65	5,536.28	5,813.09	6,103.75	6,408.93	6,729.38	7,065.85	7,419.14
184	5,404.55	5,674.70	5,958.53	6,256.46	6,569.28	6,897.74	7,242.63	7,604.77
185	5,536.27	5,813.09	6,103.74	6,408.93	6,729.38	7,065.85	7,419.14	7,790.09
186	5,674.70	5,958.53	6,256.46	6,569.28	6,897.75	7,242.64	7,604.77	7,985.01
187	5,813.09	6,103.75	6,408.93	6,729.38	7,065.85	7,419.14	7,790.10	8,179.60
188	5,958.53	6,256.46	6,569.28	6,897.75	7,242.63	7,604.77	7,985.00	8,384.25
189	6,103.74	6,408.93	6,729.38	7,065.85	7,419.14	7,790.10	8,179.60	8,588.58
190	6,256.46	6,569.28	6,897.74	7,242.63	7,604.77	7,985.00	8,384.25	8,803.46
191	6,408.93	6,729.38	7,065.85	7,419.14	7,790.09	8,179.60	8,588.58	9,018.01
192	6,569.29	6,897.75	7,242.64	7,604.77	7,985.01	8,384.26	8,803.47	9,243.64
193	6,729.38	7,065.85	7,419.14	7,790.10	8,179.60	8,588.59	9,018.02	9,465.91
194	6,897.75	7,242.63	7,604.77	7,985.00	8,384.25	8,803.47	9,243.64	9,705.82
195	7,065.85	7,419.15	7,790.10	8,179.61	8,588.59	9,018.02	9,465.92	9,942.36
196	7,242.64	7,604.77	7,985.01	8,384.26	8,803.47	9,243.64	9,705.83	10,191.12
197	7,419.15	7,790.11	8,179.61	8,588.59	9,018.02	9,465.92	9,942.37	10,439.49
198	7,604.76	7,985.00	8,384.25	8,803.46	9,243.64	9,705.82	10,191.11	10,700.65
199	7,790.11	8,179.61	8,588.59	9,018.02	9,465.92	9,942.37	10,439.49	10,961.46
200	7,985.00	8,384.25	8,803.46	9,243.63	9,705.81	10,191.10	10,700.66	11,235.69

AGENDA ITEM NO. 13A

Reviewed by:    City Administrator  
                     City Attorney

   Motion only  
   Public Hearing  
   Resolution  
   Ordinance  
   Information

**Submitted by:** Heidi Whitlock, Assistant to the City Administrator

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Administrative Services Update

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** An update will be provided to City Council regarding the activities in the Administrative Services Department.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** Information only.

**ATTACHMENTS:** Administrative Services Update



## ASSETS

- 4 Facilities
  - City Hall
  - Golf Course
  - Historical Plaza
- 147 Park Acres
- 415 Property Acres
- (including Golf Course & Airport)
- Various Maintenance Equipment



## Completed Projects

- Surplus Sale
- Updated Housing Element & Safety Plan
- Adoption of Very High Fire Hazard Severity Zone
- Electronic Building and Planning File Conversion
- 2016 NOFA Application (awaiting determination of funding)
- 8 FTHB Loans totaling \$427,845

## Current/Upcoming Projects Administrative Support

- Cameron Park Project
- Airport Lease Restructure
- City Hall Repairing Project
- Southeast Gateway Project Development
- Implementation of Regional Water Management Plan and Grant Funds
- Sustainable Communities Grant Administration
- Airport - AIP 15 & 16
- HOME Program
- HLARA - Pool Project

## Administrative Services



## HUMAN RESOURCES SUMMARY

- New Hires (since October 2015)
  - Dow Davis
  - Ruth Ellis
- 4 Divisions
  - Administration
  - Finance
  - Community Development
  - Community Services
- 2 Enterprises
  - Airport
  - Golf Course
- Budget
  - General Fund \$5,398,392
  - Golf Course \$369,364
  - Airport \$267,343



## Finance

- Processed 3243 AP Checks
- 68,942 Utility Bills & Reminders Remitted
- 283 Quarterly Business Licenses, 47 Annual Licenses and 163 Retail Licenses

- TOT - 12 businesses
- Took over billing for Public Works
- 100% collection of HUSA assessments (83)
- Increased enforcement of temporary use permits and business license ordinance
- Assist departments with grant applications
- State and Federal annual reporting
- City Financing for Community Pool

### Ongoing/Future Finance Projects

- Update Travel Policy
- Online Bill Pay Services
- Security Enhancements

## Community Development

### Building

- October 2015 - October 2016
- 344 Building Permits Issued
- 992 Inspections

### Planning

- 17 Planning Projects

### Ongoing/Upcoming CD Projects

- Hazard Mitigation Plan
- Update Conservation Element
- Property Maintenance Ordinance
- 2016 CA Building Code Adoption
- General Plan Amendment & Rezone (Standiford)
- Proposed Police Shooting Range

## Community Services

- 60 Annual Golf Course Memberships
- Volunteer Program

### Clerk

- 126 Resolutions
- 4 Ordinances
- 34 Agendas and Minutes
- 8 LAFCO Meeting Minutes
- 12 Public Hearings
- 31 New Hires
- 11 Full-Time, 20 Temporary
- Airport Commission Recruitment
- 2 New Councilmembers
- HUSA Ballot



Reviewed by:   JGH   City Administrator  
           City Attorney

  X   Motion only  
       Public Hearing  
       Resolution  
       Ordinance

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

**Action Date:** November 2, 2016

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** School Crossing Fourth Street and Ash Street Safety Elements

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

**SUMMARY:** The City has been approached by a concerned citizen regarding safety improvements at the school crossing located at the intersection of Fourth Street and Ash Street. The crossing is staffed by a crossing guard before and after school, however, traffic volumes and vehicle speeds on Ash Street are still a concern. Ash Street is a state highway under the jurisdiction of Caltrans. Modifications requested at the intersections would be at the discretion of Caltrans. Some of the modifications requested include reducing the speed limit, installing radar feedback signs, painting new crosswalks on Fourth Street at the intersection, and completing sidewalks on Fourth Street, west of Ash Street, with Safe Routes to School Funds.

**Reducing the speed limit on Ash Street:**

30 mph is the posted speed limit on Ash Street at the intersection of Fourth Street. The California Vehicle Code (CVC) sets the prima facie speed limit in a school zone at 25mph; however a school zone is defined as the street segment in front of school grounds. There are no school grounds fronting Ash Street at that location. Therefore the 25 mph school zone is not applicable. Provisions in the California Manual on Uniform Traffic Control Devices (MUTCD) that allow for the lowering of a school zone speed limit are also applicable only to those areas fronting school grounds.

**Installing radar feedback signs:**

Caltrans will most likely be supportive of installing radar feedback signs. They may request that the City purchase and install them. A conservative estimate to install radar feedback signs would be approximately \$15,000.

**Paint Crosswalks on Fourth Street at intersection:**

This request is reasonable; staff will contact Caltrans regarding getting the crosswalks painted.

**Completing sidewalks on Fourth Street, west of Ash St:**

Safe Routes to School Grant funding has been used in the past to install sidewalk east of Ash Street. Several years ago, the City applied for funding to complete sidewalks on the west side of Ash Street but was not awarded funding. To be competitive in the program requires extensive project development activities including; formation of community groups, screening multiple projects, and public outreach. Limited staff resources in small jurisdictions make it difficult to compete with larger communities. Over the years competition for these funds has increased. Obtaining funding would require devoting substantial staff time to project development activities.

Other funding sources include the State Transportation Improvement Program (STIP), Community Block Grants, Active Transportation Program to name a few.

**FISCAL IMPACT:** None at this time.

**ACTION REQUESTED:** Provide direction to staff.

**ATTACHMENTS:** None.