City of Susanville
66 N. Lassen Street • Susanville CA
Mendy Schuster, Mayor
Dawn Miller, Mayor pro tem
Curtis Bortle • Patrick Parrish • Gerry Hibbitts

Susanville City Council

Regular Council Meeting • City Council Chambers

Wednesday, August 19, 2026 – 4:30 PM

Call to Order
Roll Call

1. **Approval of Agenda:** (Additions and/or Deletions)

2. **Public Comment Regarding Closed Session Items (if any):** Any person may address the City Council at this time upon any subject for discussion during Closed Session.

   A. Public Employment - pursuant to Government Code §54957

      1. Public Safety Chief
      2. City Manager
      3. Acting City Manager - Evaluation

4. **Return to Open Session:** (recess if necessary)
   - Reconvene in open session at 5:00 PM
   - Pledge of Allegiance
   - Invocation
   - Report any changes to agenda
   - Report any action out of Closed Session
   - Awards or Presentations by the City Council

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

   6.A. Minutes of the City Council August 5, 2026 regular meeting.

   6.B. Vendor and Payroll Warrants

   6.C. Consider **Resolution No. 26-6562**, Approving Side Letter No. 1 to the Operating Engineers Local Union no. 3 Firefighters Unit

7. **Public Hearings - no business:**

8. Council Discussion/Announcements:

9. New Business:

9.A. Consider **Resolution No. 26-6564**, approving a modification to the City's Natural Gas Purchasing Policy.

9.B. Consider **Resolution No. 26-6565**, Authorizing the Implementation of a Natural Gas Greenhouse Gas Reduction Cap and Invest Program, as Required by the State of California Global Warming Solution Act of 2006

10. Planning Commission - no business:

11. Susanville Community Redevelopment Agency - no business:

12. Susanville Municipal Energy Corporation - no business:

13. Continuing Business:

13.A. Discussion Regarding Emergency Work Associated with the Failure of the Variable Frequency Drive (VFD) at Well 3 on Johnstonville Road

14. City Manager's Reports:

14.A. Department Reports - Police Department Update

15. Future Council Items:

15.A. Future Council Items

16. Adjournment:

- **The next regular meeting of the Susanville City Council will be held on September 2, 2026 at 4:30PM.**

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.gov, unless there were systems problems posting to the website.

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

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for August 19, 2026 in the areas designated on August 14, 2026.

Agenda Item No. 6.A.
Standard Workflow

City Council Agenda Item

Submitted By:	Heidi Whitlock, City Clerk
Action Date:	August 19, 2026
Subject:	Minutes of the City Council August 5, 2026 regular meeting.
Presented By:	Heidi Whitlock, City Clerk
Summary:	Attached for the Council's approval are minutes of the August 5, 2026 regular meeting.
Fiscal Impact:	None.
Action Requested:	Motion to receive and file the minutes of the August 5, 2026 regular meeting.

Attachments:

1. 2026.08.05.cc.min

Susanville City Council
Regular Council Meeting Minutes
Wednesday, August 5, 2026 – 4:30 PM

Mayor Schuster called the meeting to order at 4:30PM.

Roll call of Members: Schuster, Miller, Parrish, & Hibbitts
Absent: Bortle

1. Approval of Agenda: (Additions and/or Deletions)

MOVER:	Mayor Pro Tem Dawn Miller
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

2. Public Comment Regarding Closed Session Items (if any): No public comment.

The City Council convened in Closed Session at 4:31PM to discuss the item(s) below.

A. Conference with Legal Counsel — Anticipated Litigation — pursuant to Government Code §54956.9(e)(1)
   1. One case

B. Public Employment - pursuant to Government Code §54957
   1. Public Safety Chief
   2. City Manager Recruitment
   3. Acting City Manager - Evaluation

Council Member Bortle entered the Council chambers at 5:07PM

4. Return to Open Session:

- Reconvene in open session at 5:08 PM
- Pledge of Allegiance
- Invocation
- Report any changes to agenda

Chandra Jabbs, Acting City Manager, stated that prior to meeting in closed session, the Council approved the agenda with the moving of item 13.B to be heard under City Manager's reports.

- Report any action out of Closed Session

Ms. Jabbs stated that no reportable action was taken, but direction was provided to staff.

- Awards or Presentations by the City Council

5. Business from the Floor:

Laurie Kincaid, public member, stated that her church was purchasing the Credence High School building and wanted to request a zoning change. She requested consideration to be heard at the August 19th meeting.

Chris Stanbach, public member, inquired about the nuisance properties, the properties that burned down, in various areas in the City. He also mentioned the street lights not being on when they should be.

Amy Fletcher, public member, lives on Fourth Street and voiced her concerns with the situation on 1409 Fourth Street.

6. Consent Calendar:

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.

6.A. Minutes of the City Council July 15, 2026 regular meeting.

6.B. Vendor and Payroll Warrants

MOVER:	Council Member Patrick Parrish
SECONDER:	Mayor pro tem Dawn Miller
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

7. Public Hearings - No business

8. Council Discussion/Announcements:

Council Member Bortle offered a Land Acknowledgement Statement.

9. New Business:

9.A.

Consider **Resolution No. 26-6560,** Authorizing the mayor to execute a Lease Agreement through Leaf Capital Funding, LLC for three Kyocera multifunction copiers and enter into a Maintenance Agreement with Forest Office Equipment

Jolene Arredondo, Deputy City Manager, provided an explanation of the item and requested Council approval of Resolution No. 26-6560.

MOVER:	Council Member Patrick Parrish
SECONDER:	Council Member Gerry Hibbitts
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

9.B. Consider **Resolution No. 26-6561,** Authorizing the Mayor to execute a Lease Agreement through FP Finance for a folding machine

Ms. Jabbs provided an explanation of the item and requested Council approval of Resolution No. 26-6561.

MOVER:	Council Member Gerry Hibbitts
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

9.C. Consider purchase of Hangar 39 at the Susanville Municipal Airport

Erik Edholm, Acting Public Works Director, provided an explanation of the item and requested Council direction.

It was the consensus of the Council to not purchase the hangar.

9.D. Consider **Resolution No. 26-6563**, amending Resolution No. 25-6445, authorizing the City Manager (including Interim and Acting City Manager) to approve and execute all documents related to City Insurance policies within the budgeted amounts.

Heidi Whitlock, City Clerk, provided an explanation of the item and requested Council approval of Resolution No. 26-6563.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Gerry Hibbitts
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

10. Planning Commission – No business.

11. Susanville Community Redevelopment Agency- No business

12. Susanville Municipal Energy Corporation - No business

13. Continuing Business:

13.A. Discussion Regarding Emergency Work Associated with the Failure of the Variable Frequency Drive (VFD) at Well 3 on Johnstonville Road

Mr. Edholm provided an explanation of the item and requested Council direction.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Council Member Patrick Parrish, Council Member Curtis Bortle, Mayor Pro Tem Dawn Miller, Council Member Gerry Hibbitts
NAYS:	None
RESULT:	Passed

13.B. Memorial Park Grandstand Fire Restoration Update

Ms. Arredondo provided an update on the Memorial Park Restoration Project and offered additional information on previously discussed projects at Memorial Park.

13.C. Discussion and possible approval of Resolution No. 26-6557, amending the City Council Committee List

Ms. Jabbs provided an explanation of the item and requested Council discussion with the approval of Resolution No. 26-6557.

Council Member Bortle offered his input on the process of choosing Council Members to fill spots on certain boards or commissions. He added that someone's interests, the continuation of someone's knowledge if they have already been serving on the board, or work schedules should be considered. He added that he would like to see each member to be able to choose at least one of the boards or committees they sit on.

Council Member Parrish stated that he agreed that if there was a board someone would like to be on, they should be able to if agreed upon by the Council as a whole.

Mayor Schuster offered an explanation of how the list is formed but stated that it is a recommendation for the Council to consider and changes can be requested.

After much discussion, it was determined that all recommendations would remain the same with the exception of changing Patrick Parrish and Curtis Bortle's roles on the Transportation Commission. Council Member Parrish will be added as the alternate and Council Member Bortle would be the main participant.

Motion made to approve the list as presented with one change.

MOVER:	Council Member Patrick Parrish
SECONDER:	Council Member Gerry Hibbitts
AYES:	Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Gerry Hibbitts
NAYS:	Mayor Mendy Schuster, Mayor Pro Tem Dawn Miller
RESULT:	Passed

14. City Manager's Reports:

Ms. Jabbs stated that this item was moved to the City Manager's item as Ms. Arredondo prepared an update on the entirety of Memorial Park and not just the Ball park. She then turned it over to Ms. Arredondo for her presentation.

Council Member Bortle inquired as to what the annual Park Dedication Fund was, to which Ms. Jabbs responded approximately $90,000.

John Chan, Shine, stated that his sister prepares grants and she would be willing to help out in the preparation if there could be a partnership between the City and Shine.

15. Future Council Items:

15.A. Future Council Items

Council Member Bortle requested an item be brought forward to discuss possible grant writers to assist with parks projects. Council approval received.

Council Member Parrish wanted to discuss the spending of APRA marketing funds. To expedite the process, Ms. Jabbs suggested Parrish talk with staff. Council approved Parrish working with staff.

After discussion, it was requested to have a short-term and long-term nuisance item brought back to include burned out buildings, dog control, and 1409 Fourth Street.

16. Adjournment:

Adjourned at 6:27PM.

- **The next regular meeting of the Susanville City Council will be held on August 19, 2026 at 4:30PM.**

Heidi Whitlock, City Clerk	Mendy Schuster, Mayor

Approved on: ___________________

Agenda Item No. 6.B.
Agenda Item

City Council Agenda Item

Submitted By:	Jenny Galindo, Account Technician II
Action Date:	August 19, 2026
Subject:	Vendor and Payroll Warrants
Presented By:	Chandra Jabbs, Acting City Manager/Finance Director
Summary:	Warrants dated July 16, 2026 through July 29, 2026 numbered 226834 - 226908.
Fiscal Impact:	Accounts Payable warrants totaling $1,029,842.99 plus $411,531.99 in Payroll warrants, for a total of $1,441,374.98
Action Requested:	Motion to file and receive.

Attachments:

1. 07-16-26
2. 07-17-26
3. 07-23-26

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
07/26	07/16/2026	226834	981	ALLIANT INSURANCE SE	ANNUAL AMOUNT FOR AMVP P	3586346	1	7630-411-40-45	INSURANCE-PROPERTY	34,661.00	34,661.00
	Total 3586346:									34,661.00	34,661.00
07/26	07/16/2026	226835	10981	ALSCO INC	LREN2125691 3X10 MAT, SLATE	LREN2125691	1	7620-430-10-44	LINEN SERVICE	114.11	114.11
07/26	07/16/2026	226835	10981	ALSCO INC	LREN2125691 3X10 MAT, SLATE	LREN2125691	2	7620-430-10-46	SUPPLIES-JANITORIAL	123.07	123.07
	Total LREN2125691:									237.18	237.18
07/26	07/16/2026	226835	10981	ALSCO INC	LREN2125693 LAUNDRY BAG- P	LREN2125693	1	1011-452-20-44	LINEN SERVICES	40.00	40.00
	Total LREN2125693:									40.00	40.00
07/26	07/16/2026	226835	10981	ALSCO INC	LREN2125697 3X10 MAT, SLATE	LREN2125697	1	7620-430-10-44	LINEN SERVICE	48.21	48.21
	Total LREN2125697:									48.21	48.21
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	691-200 JANET WAY GREENWA	177911143U037	1	8404-430-15-48	GRANTS	442.07	442.07
	Total 177911143U037:									442.07	442.07
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	400 MAIN STREET- STREETS	177911287U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
	Total 177911287U037:									55.14	55.14
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	626 MAIN ST-STREETS	177911289U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
	Total 177911289U037:									55.14	55.14
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	732 MAIN STREET-STREETS	177911290U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
	Total 177911290U037:									55.14	55.14
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	1000 MAIN ST-STREETS	177911291U037	1	2007-431-20-44	DISPOSAL	55.14	55.14

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 177911291U037:										55.14	55.14
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	1505 MAIN ST-FD	177911488U037	1	1010-422-10-44	DISPOSAL	238.40	238.40
Total 177911488U037:										238.40	238.40
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	900 MAIN ST-STREETS	177911565U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911565U037:										55.14	55.14
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	1408 MAIN ST-STREETS	177911566U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911566U037:										55.14	55.14
07/26	07/16/2026	226836	1307	C&S WASTE SOLUTIONS	1616 MAIN STREET-STREETS	177911567U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
Total 177911567U037:										55.14	55.14
07/26	07/16/2026	226837	11668		REFUND GAS DEPOSIT	10203172311	1	7401-2228-000	DEPOSITS-CUSTOMER	155.32	155.32
Total 10203172311:										155.32	155.32
07/26	07/16/2026	226838	11209	CIVICPLUS LLC	AGENDA MANAGEMENT SOFT	070926	1	1000-417-10-43	TECHNICAL SVCS	7,550.00	7,550.00
Total 070926:										7,550.00	7,550.00
07/26	07/16/2026	226839	161	CSK AUTO INC	COMPRS OIL- GAS	2740-255130	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	134.99	134.99
07/26	07/16/2026	226839	161	CSK AUTO INC	COMPRS OIL- STREET SB1	2740-255130	2	2005-431-20-44	REPAIR AND MAINTENANCE-MI	77.13	77.13
07/26	07/16/2026	226839	161	CSK AUTO INC	COMPRS OIL- PARKS	2740-255130	3	1011-452-20-44	MISC - REPAIR & MAINTENANC	38.56	38.56
07/26	07/16/2026	226839	161	CSK AUTO INC	COMPRS OIL- WATER	2740-255130	4	7110-430-42-44	REPAIR AND MAINTENANCE-MI	134.98	134.98
Total 2740-255130:										385.66	385.66
07/26	07/16/2026	226839	161	CSK AUTO INC	TRUCK BELT- GAS	2740-255640	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	12.45	12.45
07/26	07/16/2026	226839	161	CSK AUTO INC	TRUCK BELT- WATER	2740-255640	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	12.45	12.45
07/26	07/16/2026	226839	161	CSK AUTO INC	TRUCK BELT- STREETS SB1	2740-255640	3	2005-431-20-44	REPAIR AND MAINTENANCE-MI	7.11	7.11
07/26	07/16/2026	226839	161	CSK AUTO INC	TRUCK BELT - PARK	2740-255640	4	1011-452-20-44	MISC - REPAIR & MAINTENANC	3.55	3.55

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 2740-255640:									35.56	35.56
07/26	07/16/2026	226839	161	CSK AUTO INC	BATTERY- GAS	2740-255654	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	54.07	54.07
07/26	07/16/2026	226839	161	CSK AUTO INC	BATTERY - WATER	2740-255654	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	54.07	54.07
07/26	07/16/2026	226839	161	CSK AUTO INC	BATTERY- STREETS SB1	2740-255654	3	2005-431-20-44	REPAIR AND MAINTENANCE-MI	30.90	30.90
07/26	07/16/2026	226839	161	CSK AUTO INC	BATTERY- PARKS	2740-255654	4	1011-452-20-44	MISC - REPAIR & MAINTENANC	15.44	15.44
	Total 2740-255654:									154.48	154.48
07/26	07/16/2026	226839	161	CSK AUTO INC	PWR RTD BELT- GAS	2740-256274	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	9.10	9.10
07/26	07/16/2026	226839	161	CSK AUTO INC	PWR RTD BELT- WATER	2740-256274	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	9.10	9.10
07/26	07/16/2026	226839	161	CSK AUTO INC	PWR RTD BELT- STREETS SB1	2740-256274	3	2005-431-20-44	REPAIR AND MAINTENANCE-MI	2.60	2.60
07/26	07/16/2026	226839	161	CSK AUTO INC	PWR RTD BELT- PARKS	2740-256274	4	1011-452-20-44	MISC - REPAIR & MAINTENANC	5.20	5.20
	Total 2740-256274:									26.00	26.00
07/26	07/16/2026	226839	161	CSK AUTO INC	FUEL FILTER- STREETS SB1	2740-256684	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	15.32	15.32
	Total 2740-256684:									15.32	15.32
07/26	07/16/2026	226839	161	CSK AUTO INC	OIL FILTER- STREETS SB1	2740-256777	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	269.89	269.89
	Total 2740-256777:									269.89	269.89
07/26	07/16/2026	226840	184	DEPARTMENT OF JUSTI	FINGERPRINTS APPS - PERSO	057396	1	1000-416-10-45	FINGERPRINTING SERVICES	32.00	32.00
	Total 057396:									32.00	32.00
07/26	07/16/2026	226841	1565	DIRTY JOE'S CAR WASH	CAR WASH- PD	070426	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	228.00	228.00
	Total 070426:									228.00	228.00
07/26	07/16/2026	226842	198	DITCH WITCH EQUIPMEN	STFC3 QUICK CONNEC- WATE	1057528	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	1,895.69	1,895.69
	Total 1057528:									1,895.69	1,895.69
07/26	07/16/2026	226843	1484	EDGES ELECTRICAL GR	MILW 0880-20 V18 VAC CLNR-P	S6755100.001	1	1011-452-20-46	SUPPLIES-SMALL TOOLS	1,226.36	1,226.36

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 S6755100.001:									1,226.36	1,226.36
07/26	07/16/2026	226843	1484	EDGES ELECTRICAL GR	12V BATTER PACK - WATER	S6766010.001	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	415.06	415.06
	Total S6766010.001:									415.06	415.06
07/26	07/16/2026	226844	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	675887A	1	7110-430-42-43	PROFESSIONAL SVCS	150.00	150.00
	Total 675887A:									150.00	150.00
07/26	07/16/2026	226845	332	INTERSTATE GAS SERVI	JUNE 2026 NAT GAS CONSULTI	7021953	1	7401-430-62-43	PROFESSIONAL SVCS	1,075.00	1,075.00
	Total 7021953:									1,075.00	1,075.00
07/26	07/16/2026	226846	11669		7/19-7/24-26 REDDING CA CLAS	060326	1	7401-430-62-45	TRAVEL	374.00	374.00
	Total 060326:									374.00	374.00
07/26	07/16/2026	226847	10150		4/1-6/30/26 MILEAGE REIM PER	063026	1	1000-413-20-45	TRAVEL	42.34	42.34
	Total 063026:									42.34	42.34
07/26	07/16/2026	226848	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	400075	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	3.06	3.06
	Total 400075:									3.06	3.06
07/26	07/16/2026	226848	412	LASSEN REGIONAL SOLI	GREEN WASTE- STREETS SB1	400103	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	3.51	3.51
	Total 400103:									3.51	3.51
07/26	07/16/2026	226848	412	LASSEN REGIONAL SOLI	LOOSE WASTE- PARKS	401190	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	37.49	37.49
	Total 401190:									37.49	37.49
07/26	07/16/2026	226848	412	LASSEN REGIONAL SOLI	LOOSE WASTE - STREETS SB1	401355	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	5.00	5.00
	Total 401355:									5.00	5.00

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
07/26	07/16/2026	226849	10485	LEAF CAPITAL FUNDING	KYOCERA COPIER-FD	20453166	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	118.76	118.76
	Total 20453166:									118.76	118.76
07/26	07/16/2026	226849	10485	LEAF CAPITAL FUNDING	KYOCERA COPIER- PW	20532033	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	278.67	278.67
	Total 20532033:									278.67	278.67
07/26	07/16/2026	226850	1300		STATUTES & REGULATIONS CL	052226	1	1010-422-10-45	TRAVEL	200.00	200.00
	Total 052226:									200.00	200.00
07/26	07/16/2026	226851	11324		REFUND GAS DEPOSIT	10222400024	1	7401-2228-000	DEPOSITS-CUSTOMER	192.16	192.16
	Total 10222400024:									192.16	192.16
07/26	07/16/2026	226852	1508	MAIN STREET LUBE	VEHICLE MAINT- PD	61916	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	68.08	68.08
	Total 61916:									68.08	68.08
07/26	07/16/2026	226853	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-FD	69319 063026	1	1010-422-10-45	COMMUNICATIONS	309.28	309.28
	Total 69319 063026:									309.28	309.28
07/26	07/16/2026	226854	11670		CLASS A DRIVING SCHOOL 7/19	060326	1	7110-430-42-45	TRAVEL	374.00	374.00
	Total 060326:									374.00	374.00
07/26	07/16/2026	226855	194		CARL MOYER GRANT RLG-26-9	070726	1	8405-430-10-48	GRANTS	300.00	300.00
07/26	07/16/2026	226855	194		CARL MOYER GRANT RLG- 26-	070726	2	8405-430-10-48	GRANTS	300.00	300.00
	Total 070726:									600.00	600.00
07/26	07/16/2026	226855	194		CARL MOYER GRANT RLG-26-9	071326	1	8405-430-10-48	GRANTS	330.00	330.00
	Total 071326:									330.00	330.00
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	16OZ GRAFITTI REMOVR VOC-	542813	1	2005-431-20-46	SUPPLIES-GENERAL	31.15	31.15

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 542813:									31.15	31.15
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	KEYBLANK - GAS	542861	1	7401-430-62-46	SUPPLIES-GENERAL	16.53	16.53
	Total 542861:									16.53	16.53
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	4" ABS DMV PIPE 10' - GAS	542889	1	7401-430-62-46	SUPPLIES-GENERAL	96.41	96.41
	Total 542889:									96.41	96.41
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	PCV/CAST IRON FLEX - GAS	542890	1	7401-430-62-46	SUPPLIES-GENERAL	13.63	13.63
	Total 542890:									13.63	13.63
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	3" PVC/CAST IRON FLEX- GAS	542895	1	7401-430-62-46	SUPPLIES-GENERAL	10.71	10.71
	Total 542895:									10.71	10.71
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	MARKING PNT PL BLACK SB- S	542949	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	21.41	21.41
	Total 542949:									21.41	21.41
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	21" BYPASS LOPPER WOOD- W	542960	1	7110-430-42-46	SUPPLIES-GENERAL	54.86	54.86
	Total 542960:									54.86	54.86
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	MISC HILLMAN FASTENERS- W	542985	1	7110-430-42-46	SUPPLIES-GENERAL	8.95	8.95
	Total 542985:									8.95	8.95
07/26	07/16/2026	226856	76	SUSANVILLE ACE HARD	MISC HILLMAN FASTENERS- W	542990	1	7110-430-42-46	SUPPLIES-GENERAL	56.89	56.89
	Total 542990:									56.89	56.89
07/26	07/16/2026	226857	677	SUSANVILLE SANITARY	66 N LASSEN- ADMIN	1276 070126	1	1000-417-10-44	SEWER	140.00	140.00
	Total 1276 070126:									140.00	140.00

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
07/26	07/16/2026	226857	677	SUSANVILLE SANITARY	1505 MAIN- FD	2064 070126	1	1010-422-10-44	SEWER	140.00	140.00
	Total 2064 070126:									140.00	140.00
07/26	07/16/2026	226857	677	SUSANVILLE SANITARY	1801 MAIN ST-PD	2121 070126	1	1009-421-10-44	SEWER	70.00	70.00
	Total 2121 070126:									70.00	70.00
07/26	07/16/2026	226858	1141	THOMPSON GARAGE DO	MEASURED BROKEN SPRING-	26110	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	1,471.61	1,471.61
	Total 26110:									1,471.61	1,471.61
07/26	07/16/2026	226859	712	TNS TRUCKING CO	TRANSFER BASE ROCK-GAS	7248	1	7401-430-62-46	SUPPLIES-GENERAL	573.76	573.76
07/26	07/16/2026	226859	712	TNS TRUCKING CO	TRANSFER BASE ROCK-WATE	7248	2	7110-430-42-46	SUPPLIES-GENERAL	573.75	573.75
07/26	07/16/2026	226859	712	TNS TRUCKING CO	TRANSFER BASE ROCK-STREE	7248	3	2005-431-20-46	SUPPLIES-GENERAL	573.85	573.85
	Total 7248:									1,721.36	1,721.36
07/26	07/16/2026	226859	712	TNS TRUCKING CO	7 SACK SHORT LOAD LOCAL -	7253	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	412.91	412.91
	Total 7253:									412.91	412.91
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - FD	6146370158	1	1010-422-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - FD	6146370158	2	1010-422-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - FD	6146370158	3	1010-422-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - FD	6146370158	4	1010-422-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - ECON. D	6146370158	5	1000-465-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CLE	6146370158	6	1000-411-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CLE	6146370158	7	1000-411-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - PD	6146370158	8	1009-421-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CLE	6146370158	9	1000-411-10-45	COMMUNICATIONS	38.82	38.82
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CLE	6146370158	10	1000-411-10-45	COMMUNICATIONS	38.82	38.82
	Total 6146370158:									388.20	388.20
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - PW ADMI	6147486816	1	7620-430-10-45	COMMUNICATIONS	1,288.30	1,288.30
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	6147486816	2	7401-430-62-45	COMMUNICATIONS	270.39	270.39
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - WATER	6147486816	3	7110-430-42-45	COMMUNICATIONS	27.32	27.32
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	6147486816	4	1011-452-20-45	COMMUNICATIONS	104.19	104.19

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07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	6147486816	5	1011-424-20-45	COMMUNICATIONS	47.38	47.38
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	6147486816	6	7620-430-11-45	COMMUNICATIONS	104.04	104.04
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - CODE EN	6147486816	7	1011-425-20-45	COMMUNICATIONS	57.58	57.58
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - FINANCE	6147486816	8	1000-415-10-45	COMMUNICATIONS	104.04	104.04
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - ADMIN	6147486816	9	1000-413-20-45	COMMUNICATIONS	104.04	104.04
07/26	07/16/2026	226860	749	VERIZON WIRELESS	CELLULAR PHONES - CITY CLE	6147486816	10	1000-411-40-45	COMMUNICATIONS	41.81	41.81
	Total 6147486816:									2,149.09	2,149.09
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	3/4 ID STL FELX CPLG 1.05 - WA	62303710	1	7110-430-42-46	SUPPLIES-GENERAL	188.70	188.70
	Total 62303710:									188.70	188.70
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	LF 1 COMP CTS X MIP ADPT- W	62315327	1	7110-430-42-46	SUPPLIES-GENERAL	408.05	408.05
	Total 62315327:									408.05	408.05
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	SMBL 244 IPS FCRC - WATER	62322968	1	7110-430-42-46	SUPPLIES-GENERAL	753.29	753.29
	Total 62322968:									753.29	753.29
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	SMBL 244 CTS FCRC - WATER	62337932	1	7110-430-42-46	SUPPLIES-GENERAL	1,736.24	1,736.24
	Total 62337932:									1,736.24	1,736.24
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	1 BLK MI 90 ELL DOM- GAS	62347733	1	7401-430-62-46	SUPPLIES-GENERAL	446.92	446.92
	Total 62347733:									446.92	446.92
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	FACILITY REPAIR & MAINTENA	62350285	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	102.56	102.56
	Total 62350285:									102.56	102.56
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	RUST M1800 FL WHIT INV MAR	62354813	1	7110-430-42-46	SUPPLIES-GENERAL	25.75	25.75
	Total 62354813:									25.75	25.75
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	FERN 1051-44 AC-DI X CI-PLEA	62355417	1	7401-430-62-46	SUPPLIES-GENERAL	57.75	57.75

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	Total 62355417:									57.75	57.75
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	B16 CONC EXT 12 HIGH - WATE	62355743	1	7110-430-42-46	SUPPLIES-GENERAL	464.24	464.24
	Total 62355743:									464.24	464.24
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	NAVA NTR14 INT/EXT REAMIER	62358522	1	7401-430-62-46	SUPPLIES-GENERAL	95.63	95.63
	Total 62358522:									95.63	95.63
07/26	07/16/2026	226861	770	WESTERN NEVADA SUP	FERN 1066-44 CONC CLAY - GA	CM62355417	1	7401-430-62-46	SUPPLIES-GENERAL	38.02-	38.02-
	Total CM62355417:									38.02-	38.02-
	Grand Totals:									63,648.35	63,648.35

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
07/26	07/17/2026	226862	728	U.S. POSTMASTER	WATER BILLING POSTAGE	071726	1	7110-430-42-46	POSTAGE	914.68	914.68
07/26	07/17/2026	226862	728	U.S. POSTMASTER	GAS BILLING POSTAGE	071726	2	7401-430-62-46	POSTAGE	471.20	471.20
	Total 071726:									1,385.88	1,385.88
	Grand Totals:									1,385.88	1,385.88

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
07/26	07/23/2026	226871	1244	ACUSHNET COMPANY	TITL TRUFEEL-GC	923656877	1	7530-451-52-46	SUPPLIES-GENERAL	425.68	425.68
	Total 923656877:									425.68	425.68
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE ACETYLENE- GAS	5525974936	1	7401-430-62-46	SUPPLIES-GENERAL	63.00	63.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE ACETYLENE- STREETS	5525974936	2	2007-431-20-46	SUPPLIES-GENERAL	42.00	42.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE ACETYLENE- WATER	5525974936	3	7110-430-42-46	SUPPLIES-GENERAL	105.00	105.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE ARGON - GAS	5525974936	4	7401-430-62-46	SUPPLIES-GENERAL	13.50	13.50
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE ARGON- STREETS	5525974936	5	2007-431-20-46	SUPPLIES-GENERAL	9.00	9.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE ARGON- WATER	5525974936	6	7110-430-42-46	SUPPLIES-GENERAL	22.50	22.50
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE OXYGEN - GAS	5525974936	7	7401-430-62-46	SUPPLIES-GENERAL	54.00	54.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE OXYGEN- STREETS	5525974936	8	2007-431-20-46	SUPPLIES-GENERAL	36.00	36.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE OXYGEN- WATER	5525974936	9	7110-430-42-46	SUPPLIES-GENERAL	90.00	90.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	SMALL ARGON- GAS	5525974936	10	7401-430-62-46	SUPPLIES-GENERAL	15.84	15.84
07/26	07/23/2026	226872	21	AIRGAS USA LLC	SMALL ARGON - STREETS	5525974936	11	2007-431-20-46	SUPPLIES-GENERAL	10.56	10.56
07/26	07/23/2026	226872	21	AIRGAS USA LLC	SMALL ARGON - WATER	5525974936	12	7110-430-42-46	SUPPLIES-GENERAL	26.40	26.40
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE NITROGEN - GAS	5525974936	13	7401-430-62-46	SUPPLIES-GENERAL	90.00	90.00
07/26	07/23/2026	226872	21	AIRGAS USA LLC	SMALL CARBON DIOXIDE- WAT	5525974936	14	7110-430-42-46	SUPPLIES-GENERAL	105.60	105.60
07/26	07/23/2026	226872	21	AIRGAS USA LLC	SMALL ALUMINUM - WATER	5525974936	15	7110-430-42-46	SUPPLIES-GENERAL	105.60	105.60
07/26	07/23/2026	226872	21	AIRGAS USA LLC	LARGE LP CYLINDER - WATER	5525974936	16	7110-430-42-46	SUPPLIES-GENERAL	331.80	331.80
07/26	07/23/2026	226872	21	AIRGAS USA LLC	SPEC LARGE OTHER- WATER	5525974936	17	7110-430-42-46	SUPPLIES-GENERAL	81.60	81.60
07/26	07/23/2026	226872	21	AIRGAS USA LLC	HAZMAT - GAS	5525974936	18	7401-430-62-46	SUPPLIES-GENERAL	15.98	15.98
07/26	07/23/2026	226872	21	AIRGAS USA LLC	HAZMAT - STREETS	5525974936	19	2007-431-20-46	SUPPLIES-GENERAL	10.65	10.65
07/26	07/23/2026	226872	21	AIRGAS USA LLC	HAZMAT- WATER	5525974936	20	7110-430-42-46	SUPPLIES-GENERAL	26.62	26.62
	Total 5525974936:									1,255.65	1,255.65
07/26	07/23/2026	226873	11677	ALL PHASE LANDSCAPIN	CONSTRUCTION WATER DEPO	12100030007	1	7110-2228-004	DEPOSITS-CONTSR. METER/H	299.55	299.55
	Total 12100030007:									299.55	299.55
07/26	07/23/2026	226874	10981	ALSCO INC	LREN2127348 LAUNDRY BAG- P	LRE2127348	1	1011-452-20-44	LINEN SERVICES	40.00	40.00
	Total LRE2127348:									40.00	40.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/26	07/23/2026	226874	10981	ALSCO INC	LREN2127346 3X10 MAT, SLATE	LREN2127346	1	7620-430-10-44	LINEN SERVICE	125.05	125.05
07/26	07/23/2026	226874	10981	ALSCO INC	LREN2127346 3X10 MAT, SLATE	LREN2127346	2	7620-430-10-46	SUPPLIES-JANITORIAL	112.13	112.13
	Total LREN2127346:									237.18	237.18
07/26	07/23/2026	226874	10981	ALSCO INC	LREN2127347 LAUNDRY BAG-	LREN2127347	1	7401-430-62-44	LINEN SERVICES	88.60	88.60
	Total LREN2127347:									88.60	88.60
07/26	07/23/2026	226874	10981	ALSCO INC	LREN2127349 LAUNDRY BAG- S	LREN2127349	1	2007-431-20-44	LINEN SERVICE	76.14	76.14
	Total LREN2127349:									76.14	76.14
07/26	07/23/2026	226874	10981	ALSCO INC	LREN2127350 LAUNDRY BAG -	LREN2127350	1	7110-430-42-44	LINEN SERVICE	67.80	67.80
	Total LREN2127350:									67.80	67.80
07/26	07/23/2026	226874	10981	ALSCO INC	LREN2127351 3X10 - PW	LREN2127351	1	7620-430-10-44	LINEN SERVICE	48.21	48.21
	Total LREN2127351:									48.21	48.21
07/26	07/23/2026	226875	10390	AUTOZONE PARTS INC	PROELITE MCROFB WS DIP &	04015805283	1	2007-431-20-46	SUPPLIES-GENERAL	43.43	43.43
	Total 04015805283:									43.43	43.43
07/26	07/23/2026	226876	1307	C&S WASTE SOLUTIONS	65 N LASSEN ST-STREETS	177911582U037	1	2007-431-20-44	DISPOSAL	55.14	55.14
	Total 177911582U037:									55.14	55.14
07/26	07/23/2026	226877	11209	CIVICPLUS LLC	09/26-09-27 CITY & AIR POLLUTI	379721	1	1000-417-10-43	TECHNICAL SVCS	6,720.02	6,720.02
07/26	07/23/2026	226877	11209	CIVICPLUS LLC	09/26-09-27 CITY & AIR POLLUTI	379721	2	8404-430-13-43	TECHNICAL SVCS	1,345.32	1,345.32
07/26	07/23/2026	226877	11209	CIVICPLUS LLC	09/26-09-27 CITY & AIR POLLUTI	379721	3	1000-1430-105	PREPAID - OTHER	2,240.01	2,240.01
07/26	07/23/2026	226877	11209	CIVICPLUS LLC	09/26-09-27 CITY & AIR POLLUTI	379721	4	8404-1430-105	PREPAID - OTHER	448.44	448.44
	Total 379721:									10,753.79	10,753.79
07/26	07/23/2026	226878	148	COMPUTER LOGISTICS	MONTHLY BILLING FOR AUGUS	87483	1	1000-417-10-43	TECHNICAL SVCS	6,294.90	6,294.90

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Total 87483:										6,294.90	6,294.90
07/26	07/23/2026	226879	156	CREATIVE FORMS & CO	LASER 30 DAY REMINDER NOTI	121663	1	7401-430-62-46	SUPPLIES-GENERAL	590.63	590.63
07/26	07/23/2026	226879	156	CREATIVE FORMS & CO	LASER 30 DAY REMINDER NOTI	121663	2	7110-430-42-46	SUPPLIES-GENERAL	590.62	590.62
Total 121663:										1,181.25	1,181.25
07/26	07/23/2026	226880	11671	CROWN MOTORS LLC	2026 FORD F-350 SUPERCAB 4	CM26F042	1	1011-452-20-47	VEHICLES	74,903.00	74,903.00
Total CM26F042:										74,903.00	74,903.00
07/26	07/23/2026	226881	161	CSK AUTO INC	1 GALANTIFREZ-GC	2740-257137	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	18.39	18.39
Total 2740-257137:										18.39	18.39
07/26	07/23/2026	226881	161	CSK AUTO INC	14OZ BRAKECLN - STREETS S	2740-257865	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	47.93	47.93
Total 2740-257865:										47.93	47.93
07/26	07/23/2026	226881	161	CSK AUTO INC	LED CUBE - WATER	2740-257905	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	94.34	94.34
Total 2740-257905:										94.34	94.34
07/26	07/23/2026	226881	161	CSK AUTO INC	HITCH EXTENS - STREETS SB1	2740-258060	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	156.91	156.91
Total 2740-258060:										156.91	156.91
07/26	07/23/2026	226881	161	CSK AUTO INC	THERMOSTAT - GAS	2740-258089	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	39.68	39.68
07/26	07/23/2026	226881	161	CSK AUTO INC	THERMOSTAT- WATER	2740-258089	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	39.68	39.68
07/26	07/23/2026	226881	161	CSK AUTO INC	THERMOSTAT- STREETS SB1	2740-258089	3	2005-431-20-44	REPAIR AND MAINTENANCE-MI	22.67	22.67
07/26	07/23/2026	226881	161	CSK AUTO INC	THERMOSTAT - PARKS	2740-258089	4	1011-452-20-44	MISC - REPAIR & MAINTENANC	11.33	11.33
Total 2740-258089:										113.36	113.36
07/26	07/23/2026	226881	161	CSK AUTO INC	MICRO-V BELT - STREETS SB1	2740-258282	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	186.54	186.54
Total 2740-258282:										186.54	186.54

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
07/26	07/23/2026	226881	161	CSK AUTO INC	AIR/OIL SEP - GAS	2740-258512	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	61.86	61.86
07/26	07/23/2026	226881	161	CSK AUTO INC	AIR/ OIL SEP - WATER	2740-258512	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	61.86	61.86
07/26	07/23/2026	226881	161	CSK AUTO INC	AIR/OIL SEP - STREETS SB1	2740-258512	3	2005-431-20-44	REPAIR AND MAINTENANCE-MI	35.35	35.35
07/26	07/23/2026	226881	161	CSK AUTO INC	AIR/OIL SEP - PARKS	2740-258512	4	1011-452-20-44	MISC - REPAIR & MAINTENANC	17.67	17.67
	Total 2740-258512:									176.74	176.74
07/26	07/23/2026	226881	161	CSK AUTO INC	50 FT PARACRD- GAS	2740-258577	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	21.55	21.55
07/26	07/23/2026	226881	161	CSK AUTO INC	50 FT PARACRD - WATER	2740-258577	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	21.54	21.54
07/26	07/23/2026	226881	161	CSK AUTO INC	50 FT PARACRD- STREETS SB1	2740-258577	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	12.31	12.31
07/26	07/23/2026	226881	161	CSK AUTO INC	50 FT PARACRD - PARKS	2740-258577	4	1011-452-20-44	VEHICLE - REPAIR & MAINTENA	6.15	6.15
	Total 2740-258577:									61.55	61.55
07/26	07/23/2026	226881	161	CSK AUTO INC	O-RING - WATER	2740-259237	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	1.13	1.13
	Total 2740-259237:									1.13	1.13
07/26	07/23/2026	226882	198	DITCH WITCH EQUIPMEN	WATER SWIVEL - WATER	1060871	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	454.91	454.91
	Total 1060871:									454.91	454.91
07/26	07/23/2026	226883	219	ED STAUB & SONS PETR	DYED CARB ULTRA LOW SULF	14397028	1	7530-451-52-46	GASOLINE	545.50	545.50
	Total 14397028:									545.50	545.50
07/26	07/23/2026	226883	219	ED STAUB & SONS PETR	37.98 GAL PROPANE LP - AIRP	14429259	1	7201-430-81-46	PROPANE	100.59	100.59
	Total 14429259:									100.59	100.59
07/26	07/23/2026	226883	219	ED STAUB & SONS PETR	REGULAR FUEL : 4013 GAL @4.	14434175	1	1000-1410-001	INVENTORIES-GASOLINE	18,719.79	18,719.79
	Total 14434175:									18,719.79	18,719.79
07/26	07/23/2026	226884	1484	EDGES ELECTRICAL GR	WIRE CONNECTOR - PARKS	S6772118.001	1	1011-452-20-46	SUPPLIES-SMALL TOOLS	26.33	26.33
	Total S6772118.001:									26.33	26.33
07/26	07/23/2026	226885	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	676138A	1	7110-430-42-43	PROFESSIONAL SVCS	187.00	187.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 676138A:										187.00	187.00
07/26	07/23/2026	226885	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	676461A	1	7112-430-42-43	PROFESSIONAL SVCS	44.00	44.00
Total 676461A:										44.00	44.00
07/26	07/23/2026	226885	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	676462A	1	7110-430-42-43	PROFESSIONAL SVCS	103.00	103.00
Total 676462A:										103.00	103.00
07/26	07/23/2026	226885	1033	FGL ENVIRONMENTAL	WATER SAMPLING-DW	676463A	1	7112-430-42-43	PROFESSIONAL SVCS	44.00	44.00
Total 676463A:										44.00	44.00
07/26	07/23/2026	226885	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	676464A	1	7110-430-42-43	PROFESSIONAL SVCS	125.00	125.00
Total 676464A:										125.00	125.00
07/26	07/23/2026	226886	257	FOREST OFFICE EQUIPM	PLOTTER PAPER - PW	INV-9638	1	7620-430-10-46	SUPPLIES-GENERAL	152.19	152.19
Total INV-9638:										152.19	152.19
07/26	07/23/2026	226887	265	FRONTIER	257-0315 AWOS AIRPORT	0315 0715206	1	7201-430-81-45	COMMUNICATIONS	129.82	129.82
Total 0315 0715206:										129.82	129.82
07/26	07/23/2026	226887	265	FRONTIER	257-1887 BACKUP	1887 070126	1	1000-417-10-45	COMMUNICATIONS	142.37	142.37
Total 1887 070126:										142.37	142.37
07/26	07/23/2026	226887	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 070526	1	1000-417-10-45	COMMUNICATIONS	207.07	207.07
Total 2960 070526:										207.07	207.07
07/26	07/23/2026	226887	265	FRONTIER	257-3292 MUSEUM	3292 071026	1	1011-451-80-45	COMMUNICATION	207.07	207.07
Total 3292 071026:										207.07	207.07

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/26	07/23/2026	226887	265	FRONTIER	257-7098- GAS	7098 070126	1	7401-430-62-45	COMMUNICATIONS	142.98	142.98
	Total 7098 070126:									142.98	142.98
07/26	07/23/2026	226888	11672		REFUND GAS DEPOIST	10310550317	1	7401-2228-000	DEPOSITS-CUSTOMER	113.50	113.50
	Total 10310550317:									113.50	113.50
07/26	07/23/2026	226889	11674		COM. CENTER DEPOSIT REFU	071526	1	1000-2228-009	DEPOSITS-COMM CENTER RE	105.00	105.00
	Total 071526:									105.00	105.00
07/26	07/23/2026	226890	237	JOHN DEERE FINANCIAL	SEAL KIT - GC	1218463	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	186.22	186.22
	Total 1218463:									186.22	186.22
07/26	07/23/2026	226891	10150		SHRM REIMBURSEMENT	071726	1	1000-413-20-45	TRAVEL	595.00	595.00
07/26	07/23/2026	226891	10150		SHRM REIMBURSEMENT	071726	2	1000-413-20-45	TRAVEL	1,130.00	1,130.00
	Total 071726:									1,725.00	1,725.00
07/26	07/23/2026	226892	1074	LASSEN AUTO BODY	TRUCK REPAIR #58 RO #8944	8944	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	13,587.10	13,587.10
	Total 8944:									13,587.10	13,587.10
07/26	07/23/2026	226893	391	LASSEN COUNTY CHAM	MEMBERSHIP DUES 1/1/26-1/1/	2040	1	1000-417-10-48	DUES AND MEMBERSHIPS	150.00	150.00
07/26	07/23/2026	226893	391	LASSEN COUNTY CHAM	MEMBERSHIP DUES 1/1/26-1/1/	2040	2	1000-417-10-48	DUES AND MEMBERSHIPS	150.00	150.00
	Total 2040:									300.00	300.00
07/26	07/23/2026	226894	9206	LASSEN COUNTY RECO	MODEM INTERNET ACCESS 08/	070926	1	1011-419-10-48	DUES AND MEMBERSHIPS	250.00	250.00
	Total 070926:									250.00	250.00
07/26	07/23/2026	226895	412	LASSEN REGIONAL SOLI	GREEN WASTE- WATER	402321	1	7110-430-42-44	DISPOSAL	1.00	1.00
	Total 402321:									1.00	1.00
07/26	07/23/2026	226895	412	LASSEN REGIONAL SOLI	GREEN WASTE- WATER	402408	1	7110-430-42-44	DISPOSAL	1.00	1.00

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 402408:									1.00	1.00
07/26	07/23/2026	226895	412	LASSEN REGIONAL SOLI	GREEN WASTE- WATER	402536	1	7110-430-42-44	DISPOSAL	1.00	1.00
	Total 402536:									1.00	1.00
07/26	07/23/2026	226895	412	LASSEN REGIONAL SOLI	ASPHALT - WATER	402833	1	7110-430-42-44	DISPOSAL	11.24	11.24
	Total 402833:									11.24	11.24
07/26	07/23/2026	226896	10403	MINTIER HARNISH LP	PROFESSIONAL SVC	SUSANVILLEHEU-GPU-2	1	1011-419-11-43	PROFESSIONAL SVCS	3,371.25	3,371.25
	Total SUSANVILLEHEU-GPU-25:									3,371.25	3,371.25
07/26	07/23/2026	226897	9820	MONATH CONSTRUCTIO	CONSTRUCTION WATER DEPOI	12100030004	1	7110-2228-004	DEPOSITS-CONTSR. METER/H	658.65	658.65
	Total 12100030004:									658.65	658.65
07/26	07/23/2026	226898	1562	R.E.Y ENGINEERS INC	PROFESSIONAL SERVICES RE	29602	1	2007-431-39-43	PROFESSIONAL SERVICES	3,770.44	3,770.44
	Total 29602:									3,770.44	3,770.44
07/26	07/23/2026	226899	628	SCORE	ANUAL PREMIUM FOR WOR CO	SUSQ1FY27	1	7630-411-40-45	INSURANCE-LIABILITY	434,651.00	434,651.00
07/26	07/23/2026	226899	628	SCORE	LIABILITY , EPLI/ERMA & PROP	SUSQ1FY27	2	7630-411-40-45	INSURANCE-PROPERTY	215,931.00	215,931.00
07/26	07/23/2026	226899	628	SCORE	ANUAL PREMIUM FOR WOR CO	SUSQ1FY27	3	7630-411-40-42	WORKERS' COMPENSATION	115,785.00	115,785.00
07/26	07/23/2026	226899	628	SCORE	LIABILITY , EPLI/ERMA & PROP	SUSQ1FY27	4	7630-411-40-45	EPLI INSURANCE	24,930.00	24,930.00
	Total SUSQ1FY27:									791,297.00	791,297.00
07/26	07/23/2026	226900	11673		REFUND GAS DEPOSIT	10306900627	1	7401-2228-000	DEPOSITS-CUSTOMER	61.70	61.70
	Total 10306900627:									61.70	61.70
07/26	07/23/2026	226901	194		TRIMMERS/PARTS AIR FILTER-	21644	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	154.21	154.21
	Total 21644:									154.21	154.21
07/26	07/23/2026	226902	76	SUSANVILLE ACE HARD	CM ORGNZR BL/RD 15COMP- P	542959	1	1011-452-20-46	SUPPLIES-GENERAL	34.62	34.62

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
	Total 542959:									34.62	34.62
07/26	07/23/2026	226902	76	SUSANVILLE ACE HARD	1QT RYL P&P SG NB-PARKS	543001	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	74.65	74.65
	Total 543001:									74.65	74.65
07/26	07/23/2026	226902	76	SUSANVILLE ACE HARD	CONDUIT LOCKNUT- PARKS	543012	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	6.01	6.01
	Total 543012:									6.01	6.01
07/26	07/23/2026	226902	76	SUSANVILLE ACE HARD	PAINT ROLLER KT TRIM 3PC - P	543148	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	39.89	39.89
	Total 543148:									39.89	39.89
07/26	07/23/2026	226902	76	SUSANVILLE ACE HARD	BLANK COVER SQ- PARKS	543149	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	37.58	37.58
	Total 543149:									37.58	37.58
07/26	07/23/2026	226903	10404	THE INTERMOUNTAIN NE	LEGAL NOTICE-AIRPORT	20250883	1	7201-430-81-45	ADVERTISING	132.00	132.00
	Total 20250883:									132.00	132.00
07/26	07/23/2026	226904	966	TURF STAR INC	PURCHASE OF NEW CONVEYO	INV164038	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	3,263.52	3,263.52
	Total INV164038:									3,263.52	3,263.52
07/26	07/23/2026	226905	10821	UBEO WEST LLC	COPIER CITY HALL	INVW5312679	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	497.32	497.32
07/26	07/23/2026	226905	10821	UBEO WEST LLC	COPIER PD	INVW5312679	2	1009-421-10-44	RENT & LEASES EQUIP & VEHI	205.01	205.01
	Total INVW5312679:									702.33	702.33
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	1	1000-413-20-45	COMMUNICATIONS	1,161.92	1,161.92
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	2	1009-421-10-45	COMMUNICATIONS	4,980.39	4,980.39
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	3	1000-415-10-45	COMMUNICATIONS	2,683.85	2,683.85
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	4	1000-411-40-45	COMMUNICATIONS	774.62	774.62
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	5	1000-417-10-45	COMMUNICATIONS	1,275.31	1,275.31
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	6	1010-422-10-45	COMMUNICATIONS	3,845.74	3,845.74
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	7	7530-451-52-45	COMMUNICATIONS	387.31	387.31

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07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	8	7620-430-10-45	COMMUNICATIONS	3,873.08	3,873.08
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	9	7401-430-62-45	COMMUNICATIONS	2,323.85	2,323.85
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	10	7110-430-42-45	COMMUNICATIONS	1,936.54	1,936.54
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	11	1011-452-20-45	COMMUNICATIONS	387.31	387.31
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	12	1011-424-20-45	COMMUNICATIONS	774.62	774.62
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	13	2007-431-20-45	COMMUNICATIONS	1,549.23	1,549.23
07/26	07/23/2026	226906	11262	WAVE TECHNOLOGIES L	ANNUAL WAVE PHONE PAYME	DG-9570	14	1011-419-10-45	COMMUNICATIONS	387.31	387.31
	Total DG-9570:									26,341.08	26,341.08
07/26	07/23/2026	226907	770	WESTERN NEVADA SUP	SPEA - PARKS	62358677	1	1011-452-20-46	SUPPLIES-GENERAL	38.54	38.54
	Total 62358677:									38.54	38.54
07/26	07/23/2026	226907	770	WESTERN NEVADA SUP	FACILITY REPAIR & MAINTENA	62361521	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	72.74	72.74
	Total 62361521:									72.74	72.74
07/26	07/23/2026	226908	1198	WESTWOOD SANITATIO	PORTABLE TOILET-STREETS	I84230	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	30.06	30.06
07/26	07/23/2026	226908	1198	WESTWOOD SANITATIO	PORTABLE TOILET-STREETS	I84230	2	2007-431-20-44	REPAIR AND MAINTENANCE-MI	34.32	34.32
	Total I84230:									64.38	64.38
07/26	07/23/2026	226908	1198	WESTWOOD SANITATIO	RENTM GLOBAL SERVICE- PAR	I84262	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	35.10	35.10
07/26	07/23/2026	226908	1198	WESTWOOD SANITATIO	RENTM GLOBAL SERVICE- PAR	I84262	2	1011-452-20-44	RENT & LEASES EQUIP & VEHI	74.29	74.29
	Total I84262:									109.39	109.39
07/26	07/23/2026	226908	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COUR	I84264	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	218.78	218.78
	Total I84264:									218.78	218.78
07/26	07/23/2026	226908	1198	WESTWOOD SANITATIO	PORTABLE TOILET-PARKS	I84292	1	1011-452-20-44	RENT & LEASES EQUIP & VEHI	47.35	47.35
07/26	07/23/2026	226908	1198	WESTWOOD SANITATIO	PORTABLE TOILET-PARKS	I84292	2	1011-452-20-44	RENT & LEASES EQUIP & VEHI	72.76	72.76
	Total I84292:									120.11	120.11
	Grand Totals:									964,808.76	964,808.76

M = Manual Check, V = Void Check

Report Criteria:

Report type: GL detail

Check.Voided = False

M = Manual Check, V = Void Check

Agenda Item No. 6.C.
Standard Workflow

City Council Agenda Item

Submitted By:	Jolene Arredondo, Deputy City Manager
Action Date:	August 19, 2026
Subject:	Consider **Resolution No. 26-6562**, Approving Side Letter No. 1 to the Operating Engineers Local Union no. 3 Firefighters Unit
Presented By:	Chandra Jabbs, Acting City Manager/Finance Director
Summary:	The Operating Engineers Local Union No. 3 Firefighters Unit (UNIT) has met and conferred in good faith and the City Council of the City of Susanville has approved and adopted the Memorandum of Understanding (MOU) between the City of Susanville (CITY) and the UNIT for the period of July 1, 2025, through and including June 30, 2026, at a regular city council meeting held on November 19, 2025. Per MOU Section 33, this MOU shall remain in effect until a successor agreement is reached and alterations may be made by the mutual written agreement of the CITY and the UNIT. Per Section 3 City Rights, the CITY remains the right, subject to and in accordance with applicable laws and the provisions of the MOU to determine the mission of its divisions and department, 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. This Side Letter No. 1 to the MOU is intended to document the changes in classification of the Assistant Fire Chief position as represented by the UNIT and related assignment benefits. Position changes include classification from exempt to non-exempt status and language clarification related to that change of status, removal of administrative leave for the position, and addition of overtime language for the position.
Fiscal Impact:	No budget increase to 26/27 FY
Action Requested:	Motion to approve Resolution No. 26-6562, Approving Side Letter No. 1 to the Operating Engineers Local Union no. 3 Firefighters Unit

Attachments:

1. 26-6562
2. 202608 Firefighter MOU Side Letter No. 1

RESOLUTION NO. 26-6562
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE APPROVING AND AUTHORIZING SIDE LETTER NO. 1 TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SUSANVILLE AND THE FIREFIGHTER BARGAINING UNIT

WHEREAS, the Firefighter Bargaining Unit has met and conferred in good faith and the City Council of the City of Susanville has approved and adopted the Memorandum of Understanding (MOU) between the City of Susanville and the Firefighter Bargaining Unit for the period of July 1, 2025, through and including June 30, 2026; and

WHEREAS, pursuant to Section 33, (Term of the Memorandum of Understanding), this MOU shall remain in effect until a successor agreement is reached, and alterations may be made by mutual written agreement of the City and the Unit; and

WHEREAS, pursuant to Section 3, (City Rights) the City retains the right, subject to and in accordance with applicable laws and the provisions of the MOU, to determine the mission of its divisions and department, the 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; and

WHEREAS, this Side Letter No. 1 to the MOU is intended to document the changes in classification of the Assistant Fire Chief position as represented by the Unit and related assignment benefits; and

WHEREAS, the representatives from the Firefighters Bargaining Unit have negotiated a labor agreement according to the requirements of the Meyers-Milias-Brown Act; and

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

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Susanville hereby approves and adopts Side Letter No. 1 to the Firefighters Bargaining Unit for the period of July 1, 2025, through and including June 30, 2026, and shall remain in effect until a successor agreement is reached. Changes outlined in the Side Letter are to be in effect upon adoption of this resolution.

APPROVED: ________________________
Mendy Schuster, Mayor

ATTEST: ________________________
Heidi Whitlock, Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council for the City of Susanville held on the 19th day of August 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Heidi Whitlock, City Clerk

APPROVED AS TO FORM: ____
Margaret Long, City Attorney

Side Letter 1 to Agreement Between
The Firefighter Bargaining Unit and the City of Susanville
August 19, 2025

The Operating Engineers Local Union No. 3, Firefighters Unit ("UNIT"), has met and conferred in good faith with the City of Susanville ("CITY"), and the City Council has approved and adopted the Memorandum of Understanding ("MOU") between the CITY and the UNIT for the period of July 1, 2025, through and including June 30, 2026, at a regular city council meeting held on November 19, 2025. Pursuant to Section 33 of the MOU, this MOU shall remain in effect until a successor agreement is reached, and alterations may be made by mutual written agreement of the CITY and the UNIT.

Pursuant to Section 3 (City Rights), the CITY retains the right, subject to and in accordance with applicable laws and the provisions of the MOU, to determine the mission of its divisions and department, the 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. This Side Letter No. 1 to the MOU is intended to document the changes in classification of the Assistant Fire Chief position as represented by the UNIT and related assignment benefits.

Pursuant to Section 7 of the MOU, the Assistant Fire Chief position classification will remain as depicted in Exhibit C, Firefighter Position Classification, for the period from January 6, 2026, through and including June 30, 2026. The classification shall remain in effect until a successor agreement is reached, and alterations may be made by mutual written agreement of the CITY and the UNIT. The classification is assigned to salary matrix range 147–150, based on an eighty (80)-hour pay period, as represented in Exhibit G, Bi-Weekly Global Range and Step Matrix.

Pursuant to Section 12 (Work Schedule), the Assistant Fire Chief is not eligible for schedule changes or shift trades. The normal work schedule for the Assistant Fire Chief shall consist of eight (8) hours per day, five (5) days per week. Modifications to this schedule will be at the CITY's sole discretion and approved by the Public Safety Chief, who shall establish employees' regular work schedules based upon operational needs of the department.

Pursuant to Section 13.B (Holidays), the Assistant Fire Chief, when working a holiday as defined in the Employee Manual, may take an alternate day off work with approval of the Public Safety Chief. The Assistant Fire Chief may not defer alternate days off for more than ninety (90) days.

Pursuant to Sections 14.A and 14.G (Vacation), there is no change to the vacation accrual, which will remain as stated in the MOU. Vacation time shall be charged as shift time in eight (8)-hour increments for the Assistant Fire Chief.

Notwithstanding Section 15.A of the MOU, the Assistant Fire Chief is classified as a non-exempt position and is therefore eligible for overtime. The assignment of overtime to the Assistant Fire Chief will be at the CITY's sole discretion. Overtime will be scheduled and approved by the Public Safety Chief. The CITY agrees that all hours worked by the Assistant Fire Chief in excess of forty (40) hours per week or on non-regularly scheduled workdays shall be compensated at a rate of one and one-half (1.5) times the regular rate of pay. The CITY shall grant either overtime pay or compensatory time off, calculated at one and one-half (1.5) times the number of overtime hours worked. The employee may select monetary compensation or compensatory time off. However, if the CITY will be reimbursed for the employee's overtime only if the employee receives monetary compensation for the overtime hours worked, the employee will receive monetary compensation. The Assistant Fire Chief shall not accrue more than one hundred and twenty (120) hours of compensatory time off. The Assistant Fire Chief may request monetary compensation for up to forty (40) hours twice a year, for a total of eighty (80) hours per fiscal year, to be issued by separate check. Such checks may be issued only during special payrolls occurring in June and December.

Pursuant to Section 19.F (Sick Leave), the Assistant Fire Chief is not eligible for the sick leave incentive program, and the sick leave accrual will remain the same as stated in Section 19.G.

Notwithstanding Section 21 (Administrative Leave), the Assistant Fire Chief will no longer receive administrative leave.

This side letter and the terms outlined shall remain in effect until a successor MOU is reached, unless a specific provision provides for a different commencement and/or termination date.

This letter has been ratified by both the CITY and the UNIT on the 19th day of August, 2026.

[Signature page to follow]

Signatures:

____
Chandra Jabbs, Acting City Manager

____
Zachary Hoffman, Unit Representative

____
Matthew Maumoynier, Unit Representative

Approved:

____
Mendy Schuster, Mayor

Attest:

____
Heidi Whitlock, City Clerk

Agenda Item No. 9.A.
Standard Workflow

City Council Agenda Item

Submitted By: Chandra Jabbs, Acting City Manager/Finance Director

Action Date: August 19, 2026

Subject: Consider **Resolution No. 26-6564**, approving a modification to the City's Natural Gas Purchasing Policy.

Presented By: Chandra Jabbs, Acting City Manager/Finance Director

Summary: Following extremely high wholesale natural gas prices during Winter of 2022/23, the city council approved a long-term natural gas purchase policy by Resolution 23-6164, dated August 2, 2023, then amended September 18, 2024, by Resolution 24-6361. The 2024 amendment reduced the purchase quantities from 100 percent of winter requirements to 80 percent. The main purpose of the natural gas purchase policy is to purchase natural gas ahead of each winter to protect ratepayers from wholesale price volatility.

DISCUSSION: The city's gas consultant, Dan Bergmann of IGService, has prepared the fourth annual natural gas report, meeting the requirements of the gas purchase policy. The report is attached.

Mr. Bergmann is also recommending changes to the gas purchase policy explained in his report and in the resolution, primarily:

1. Purchases for each winter are no longer mandated to be made over the three proceeding winters, but must still be made prior to November 1st of each year; and

2. Volumes for the shoulder months of November and March shall be based 100 percent of the five-year low rather than 80 percent of the three-year average.

Fiscal Impact: Potential savings in yearly natural gas purchases.

Action Requested: Motion to approve Resolution No. 26-6564, approving a modification to the City's natural gas purchasing policy

Attachments:

1. 26-6564
2. Annual Gas Report 25 26

RESOLUTION NO. 26-6564
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE APPROVING A MODIFICATION TO THE CITY'S LONG-TERM NATURAL GAS PURCHASE POLICY

WHEREAS, the City of Susanville operates a municipal natural gas distribution utility beneficial to City residents and businesses; and

WHEREAS, during the winter of 2022/23, wholesale gas prices in the Western States demonstrated extreme price volatility; and

WHEREAS, wholesale gas market spikes can be avoided through a structured long-term gas purchase policy for gas purchases at Malin, Oregon; and

WHEREAS, a formal long-term gas purchase policy supports a positive bond credit ratings; and

WHEREAS, the City Council approved a Long-Term Natural Gas Purchase Policy ("Policy"), pursuant to Resolution 23-6164, dated August 2nd, 2023, then amended in Resolution 2024-6361, dated September 18, 2024; and

WHEREAS, ongoing market conditions support further changes to the Policy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby finds the following:

1. The "Natural Gas Purchase Policy" shall become the "Natural Gas Enterprise Policy" to encompass other aspects of natural gas operations within the City.

2. The Natural Gas Enterprise Policy (Policy) is attached hereto.

3. The Policy is amended with the following substantive changes:

    a. Purchases for each winter are no longer mandated to be made over the three proceeding winters, but must still be made prior to November 1st of each year.
    b. Volumes for the shoulder months of November and March shall be based 100 percent of the five-year low rather than 80 percent of the three-year average.

.

APPROVED:______________________
Mendy Schuster, Mayor

ATTEST: ______________________
Heidi Whitlock, City Clerk

The foregoing Resolution was adopted at a special meeting of the City Council of the City of Susanville, held on the 19th day of August 2026, by the following vote:

AYES:
NOES:
ABSENT:

ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM:

Margaret Long, City Attorney

Natural Gas Enterprise Policy
City of Susanville
Approved by Resolution No. 26-6564,
August 19, 2026

City staff shall adhere to this Natural Gas Enterprise Policy as defined herein. The primary intent of this Policy is to require gas purchases for each winter prior to November 1st to avoid the risk of price spikes from wintertime price volatility. Staff shall take steps to ensure reasonable pricing ahead and may utilize outside consulting expertise in accordance with city approval processes.

<u>Gas Purchase Policy</u>

1. Winter months for the purpose of the Policy are defined as November through March.

2. Advanced purchases for each winter shall be made prior to November 1st each year, at a minimum. Multiple purchases are encouraged and may occur over a period of up to three years prior to each winter.

3. Prior to November of each year, staff shall have purchased:
    a. For December, January and February: 80 percent of the three-year average demand.
    b. For November and March: The historical low demand for each month over the past five years.
    c. The calculation of the three-year average demand volume and the historical five-year low may be updated following each winter.

4. The City Manager is authorized to execute gas purchase and transportation agreements as needed for gas supply to the city. The rationale for each purchase shall be documented, including the date of the transaction, volumes, prices paid, market price trends, and market conditions.

<u>Annual Reporting</u>

City staff shall report to the City Council by the end of each August:

1. Outcome of the gas supply portfolio during the previous winter
2. Current natural gas market conditions
3. Purchases made since the previous report
4. The financial condition of the natural gas enterprise fund, including the ability to cover bond debt, and the overall gas fund cash balance
5. The need for infrastructure improvements for repair, expansion, or to comply with federal safety requirements
6. The need for rate adjustments prior to the winter heating season
7. Any proposed changes to the gas purchase policy

IGService
solutions that work

Annual Natural Gas Report for City of Susanville

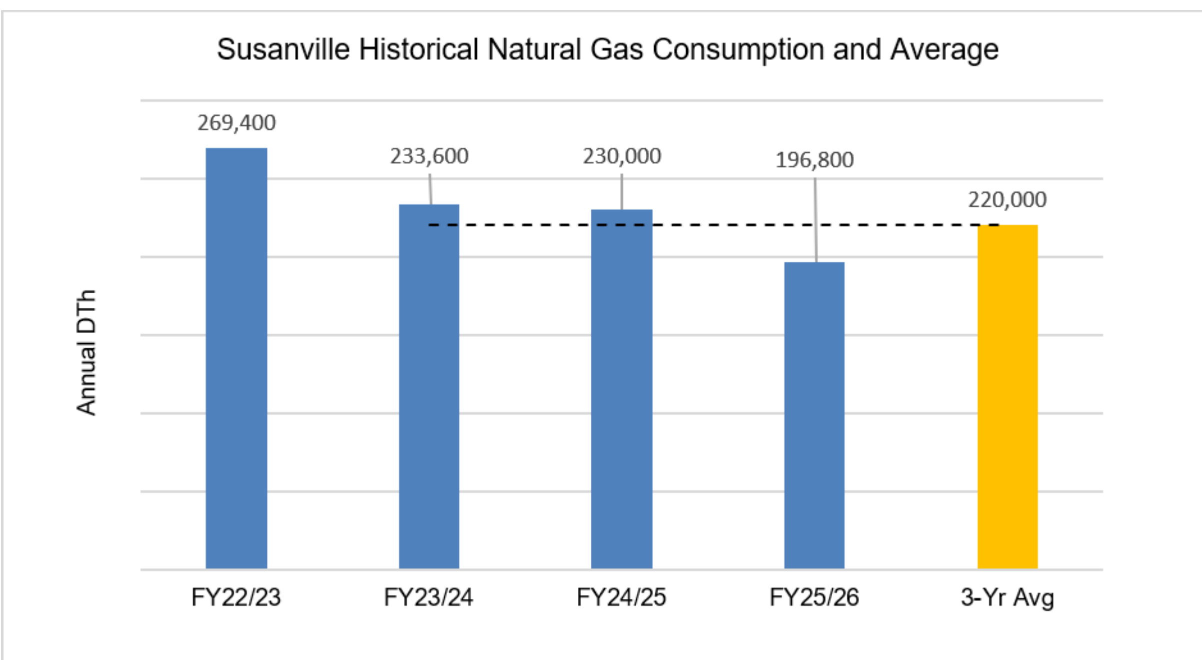
Fiscal Year 2025 - 26

PURPOSE: This natural gas enterprise update report is the fourth formalized annual report in accordance with the long-term natural gas purchase policy approved by City Council in Resolution 23-2164, dated August 2, 2023, amended by Resolution 24-6361, dated September 18, 2024. The components of the report, as listed in the gas purchase policy are:

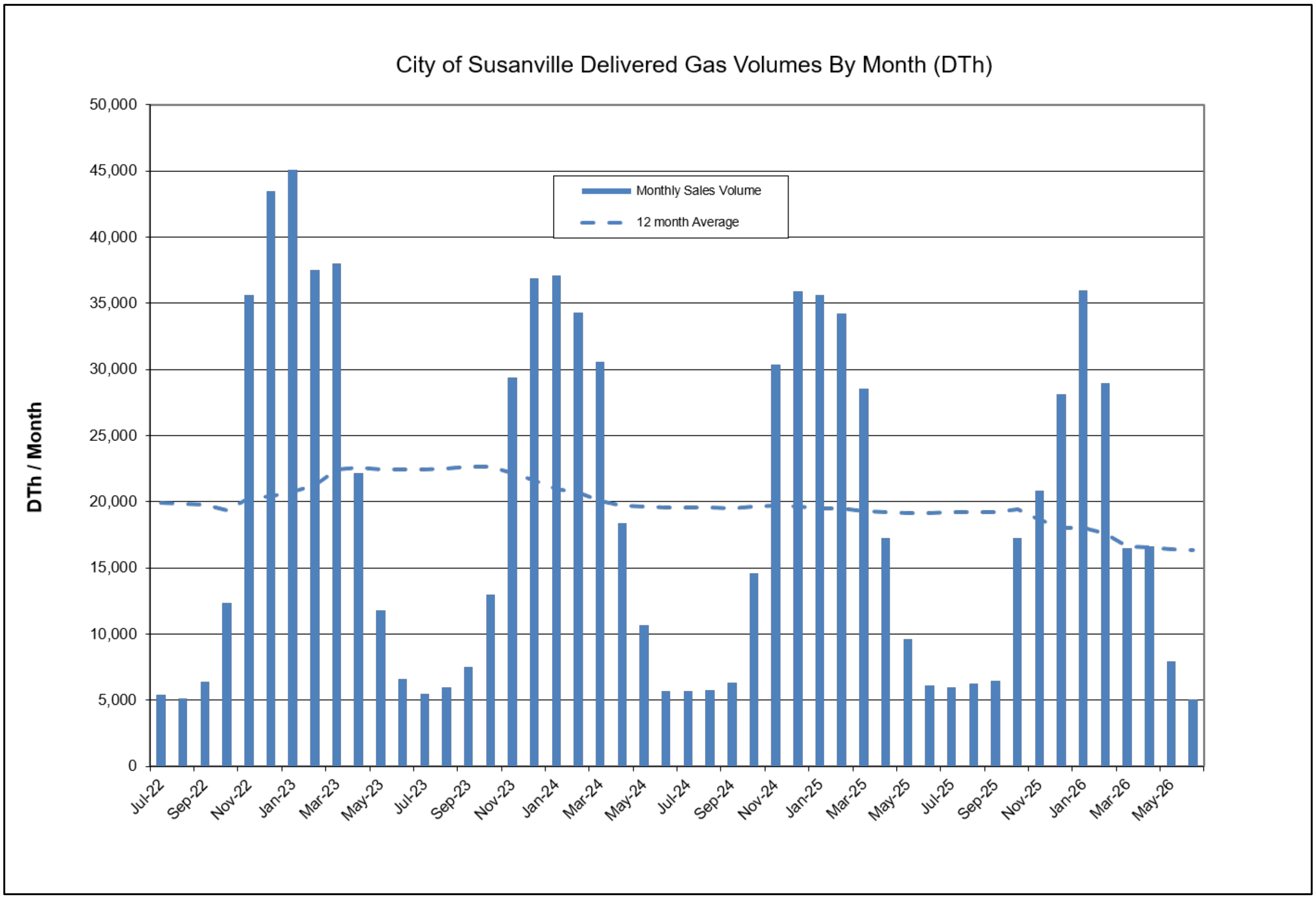
a. The overall status of the City's natural gas supply portfolio, including purchases made since the previous report.
b. Any proposed changes to the gas purchase policy.
c. The financial condition of the natural gas enterprise fund, including the ability to cover bond debt, and the overall gas fund cash balance.
d. The need for infrastructure improvements for repair, expansion, or to comply with federal safety requirements.
e. The need for rate adjustments prior to the winter heating season.

The main purpose of the gas purchase policy is to require the purchase of winter gas supply prior to November 1st of each year to avoid price spikes caused by winter-time gas market volatility.

NATURAL GAS SUPPLY: This past winter was the third consecutive mild winter, compared to the cold and long winter of 22/23. This past winter was particularly mild because of a warm November and warm March. Gas consumption for FY25/26 was lower than the two previous years by about 14 percent. The three-year average is 220,000 DTh, no longer elevated by the cold winter of 22/23. These results are shown in the following bar chart showing the City's total gas consumption for the past four fiscal years and showing the average consumption for purchase planning purposes. The second bar chart shows monthly trending over the past four years.



15 Shasta Lane, Walnut Creek, CA 94597 Cell: 925-899-2578 Email: dan@igservice.com



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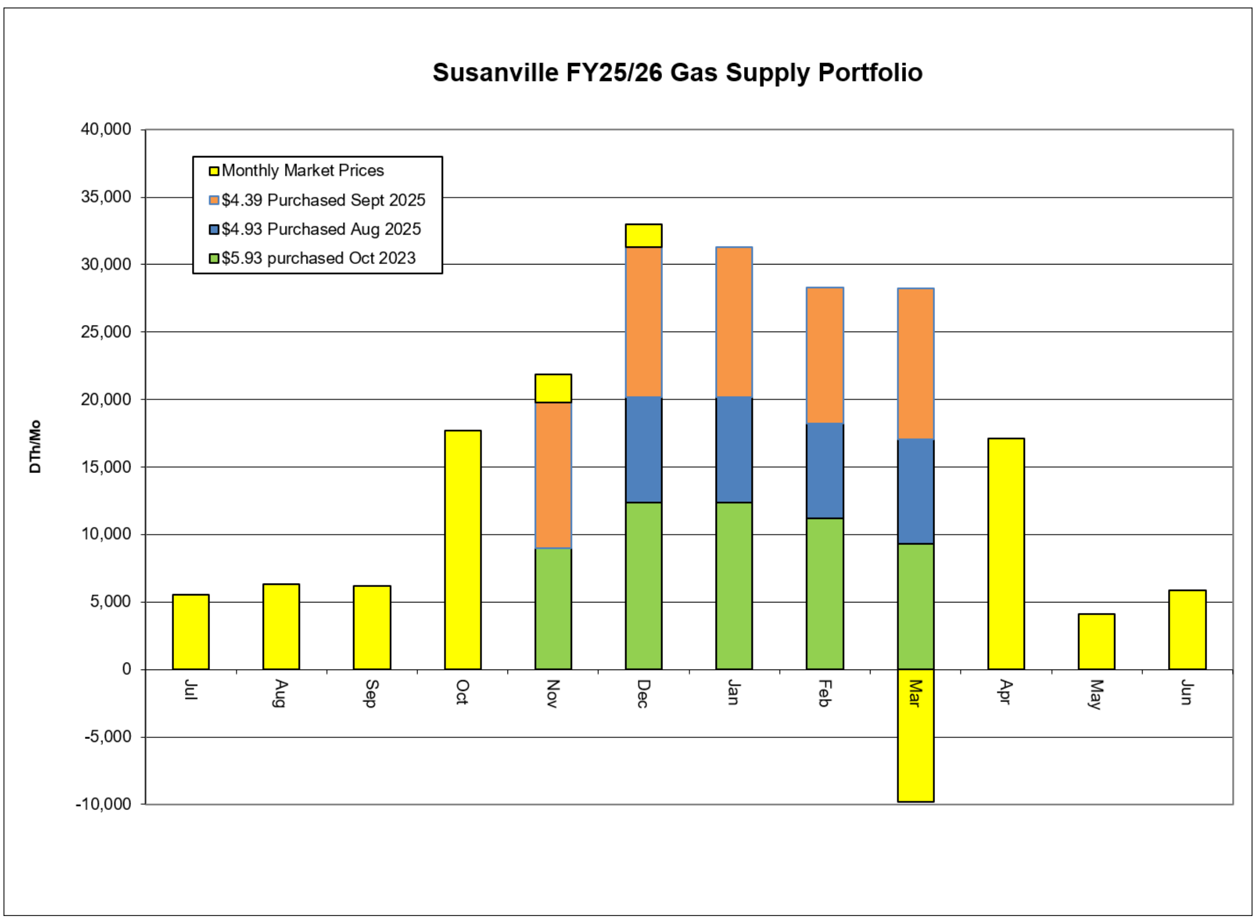
The city's gas supply outcome for FY25/26 is shown in the following table and illustrated in the bar chart below the table. Last winter's fixed price purchases were 105 percent of requirements, far exceeding the gas purchase policy of purchasing at least 80 percent. The average price for November through March winter supply at monthly market prices was just $2.20 per DTh, much lower than the $5.34 gas purchased ahead in October 2023, August 2025, and September 2025. This is an example of the high premium required for fixed price purchases and supports the reasoning to have amended the gas purchase policy to require 80 percent of winter supply to be purchased rather than 100 percent. Even after reducing the requirement to 80 percent the purchased amount was too high for March 2026.

Susanville FY25/26 Wholesale Gas Supply

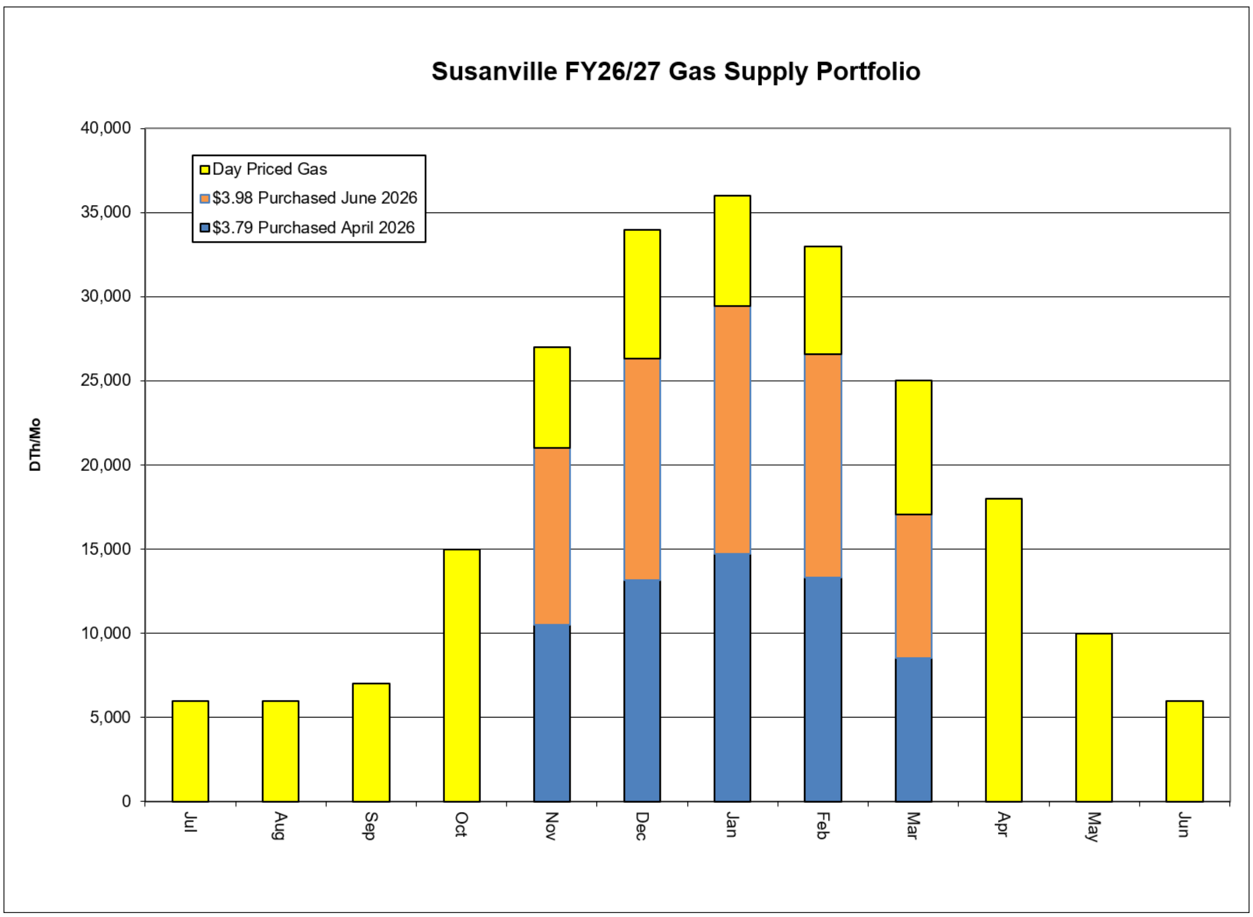
	DTh		d/m	Purchase 10/2/23			Purchase 8/5/25			Purchase 9/19/25			Fixed Total		Swing Gas		Total DTh	Total Cost	Tuscarora Transport		Combined Total
	Net	Nom		DTh/d	DTh	$/DTh	DTh/d	DTh	$/DTh	DTh/d	DTh	$/DTh	DTh	%	DTh	$/DTh			$/DTh	Total	
Jul	5,969	5,550	31										0	0%	5,550	$2.83	5,550	15,688	$0.2158	$1,198	$16,886
Aug	6,245	6,337	31										0	0%	6,337	$2.70	6,337	17,098	$0.2619	$1,660	$18,758
Sep	6,474	6,210	30										0	0%	6,210	$2.87	6,210	17,823	$0.2705	$384	$18,208
Oct	17,230	17,704	31										0	0%	17,704	$2.56	17,704	45,336	$0.2730	$4,833	$50,170
Nov	20,822	21,890	30	300	9,000	$5.93				360	10,800	$4.39	19,800	90%	2,090	$2.33	21,890	105,652	$0.2564	$5,613	$111,264
Dec	28,132	32,990	31	400	12,400	$5.93	250	7,750	$4.93	360	11,160	$4.39	31,310	95%	1,680	$3.91	32,990	167,296	$0.2514	$8,294	$175,590
Jan	35,933	31,310	31	400	12,400	$5.93	250	7,750	$4.93	360	11,160	$4.39	31,310	100%	0	$2.27	31,310	160,732	$0.2209	$6,916	$167,648
Feb	29,982	28,280	28	400	11,200	$5.93	250	7,000	$4.93	360	10,080	$4.39	28,280	100%	0	$2.95	28,280	145,177	$0.2784	$7,873	$153,050
Mar	16,472	18,400	31	300	9,300	$5.93	250	7,750	$4.93	360	11,160	$4.39	28,210	153%	-9,810	$1.39	18,400	128,762	$0.2359	$4,341	$133,103
Apr	16,602	17,100	30										0	0%	17,100	$1.02	17,100	17,488	$0.2061	$3,524	$21,012
May	7,954	4,140	31										0	0%	4,140	$1.21	4,140	5,004	$0.2075	$859	$5,863
Jun	5,017	5,850	30										0	0%	5,850	$1.49	5,850	8,717	$0.2054	$1,202	$9,918
	196,832	196,000			54,300			30,250			54,360		138,910		56,851	$2.20	195,761	**$835,000**		**$46,696**	**$881,000**
												Nov-Mar Total Demand:	132,870	$709,772			**WACOG Delivered to Susanville City Gate:**				**$4.50**
												Hedge:	105%	$5.34							



For this coming winter, an initial gas purchase was made in April 2026 at $3.79 per DTh, and a second purchase was made in June 2026 at $3.98 per DTh to bring the winter hedge to 78 percent. This nearly meets the purchase policy requirement for winter 26/27. The hedged value is slightly low because the March volume was reduced to avoid excess gas in the event of another warm spring.

Susanville FY26/27 Wholesale Gas Supply

	DTh		d/m	Purchase 4/23/26			Purchase 6/9/26						Fixed Total		Swing Gas		Total	Total Cost	Tuscarora Transport		Combined
	Net	Nom		DTh/d	DTh	$/DTh	DTh/d	DTh	$/DTh	DTh/d	DTh	$/DTh	DTh	%	DTh	$/DTh	DTh		$/DTh	Total	Total
Jul		3,860	31										0	0%	3,860	$1.82	3,860	7,030	$0.2191	$846	$7,876
Aug		6,000	31										0	0%	6,000	$2.33	6,000	13,980	$0.2500	$1,500	$15,480
Sep		7,000	30										0	0%	7,000	$2.19	7,000	15,330	$0.2500	$1,750	$17,080
Oct		15,000	31										0	0%	15,000	$2.42	15,000	36,300	$0.2500	$3,750	$40,050
Nov		27,000	30	350	10,500	$3.79	350	10,500	$3.98				21,000	78%	6,000	$3.20	27,000	100,785	$0.2500	$6,750	$107,535
Dec		34,000	31	425	13,175	$3.79	425	13,175	$3.98				26,350	78%	7,650	$4.26	34,000	134,959	$0.2500	$8,500	$143,459
Jan		36,000	31	475	14,725	$3.79	475	14,725	$3.98				29,450	82%	6,550	$4.58	36,000	144,412	$0.2500	$9,000	$153,412
Feb		33,000	28	475	13,300	$3.79	475	13,300	$3.98				26,600	81%	6,400	$4.14	33,000	129,837	$0.2500	$8,250	$138,087
Mar		25,000	31	275	8,525	$3.79	275	8,525	$3.98				17,050	68%	7,950	$2.71	25,000	87,784	$0.2500	$6,250	$94,034
Apr		18,000	30										0	0%	18,000	$2.23	18,000	40,140	$0.2500	$4,500	$44,640
May		10,000	31										0	0%	10,000	$2.19	10,000	21,900	$0.2500	$2,500	$24,400
Jun		6,000	30										0	0%	6,000	$2.35	6,000	14,100	$0.2500	$1,500	$15,600
	0	221,000			60,225			60,225			0		120,450		100,410		220,860	**$747,000**		**$55,096**	**$802,000**
		Estimates										Nov-Mar Total Demand:	155,000	$3.02						**WACOG Delivered to Susanville City Gate:**	**$3.63**
												Hedge:	78%								



The table reflecting the purchase policy quantities and timing is shown below. Where purchases for this coming winter 26/27 are now complete, the first purchase for winter 27/28 has not been made because of the cost premium for gas purchased in advance. (The current offer is $4.53.) Because of the ongoing price premium for gas purchased ahead, a recommendation is made to amend the Policy.

Winter (DTh/day)			By Nov-24	By Nov-25	By Nov-26	By Nov-26	By Nov-27	Total	Goal	Total Demand	Criteria
		10/2/23	**8/5/25**	**9/19/25**							
		$5.93	**$4.93**	**$4.39**							
Winter 25/26	11/1/2025	300		360				660	853	1,067	80%
	12/1/2025	400	250	360				1,010	955	1,194	80%
	1/1/2026	400	250	360				1,010	955	1,194	80%
	2/1/2026	400	250	360				1,010	1,029	1,286	80%
	3/1/2026	300	250	360				910	800	1,000	80%
					4/23/26	**6/9/26**	80%				
					$3.79	**$3.98**		4,600	4,592	5,739	
Winter 26/27	11/1/2026				350	350		700	720	900	Five-Yr Low
	12/1/2026				425	425		850	877	1,097	80%
	1/1/2027				475	475		950	929	1,161	80%
	2/1/2027				475	475		950	943	1,179	80%
	3/1/2027				275	275		550	645	806	Five-Yr Low
							78%	4,000	4,114	5,143	
Winter 27/28	11/1/2027						700	700	720	900	Five-Yr Low
	12/1/2027						850	850	877	1,097	80%
	1/1/2028				***27/28 Offer as of 8/7/26: $4.53***		950	950	929	1,161	80%
	2/1/2028						950	950	943	1,179	80%
	3/1/2028						550	550	645	806	Five-Yr Low
							78%	4,000	4,114	5,143	

CHANGES TO THE GAS PURCHASE POLICY: Two changes are recommended to the gas purchase policy.

1. Modify the timing of each winter's purchase to be simply "prior to November 1st of each year," rather than specifying three purchases over three years.
2. Modify the purchase requirement to allow for use of the five-year low for the shoulder months of November and March.

FINANCIAL CONDITION OF GAS ENTERPRISE: The financial condition of the gas enterprise continues to be good; however warmer temperatures last winter caused a reduction in revenue. See the revenue, expense, and fund balance table in the attachment.

The cost of natural gas is a large component of the gas enterprise expenses. Total gas cost for FY25/26, including Tuscarora transportation, was $881,000. For the previous year, FY24/25, the total cost was $865,000, slightly lower. The cost was higher for FY25/26 because, even though the volume purchased was lower due to the warm winter, the portfolio no longer included low-cost $3.09 per MMBtu gas from an earlier purchase. Projected total cost for FY26/27 is $802,000, based on the three-year average winter and because gas prices have continued to drop.

Other operating expenses for the gas enterprise are more predictable and consistent. Salaries and other operating costs are escalated based on five percent inflation. The gas enterprise is also able to contribute rent to the city for facility use, and to compensate the fire department and streets for associated safety and usage. The enterprise is collecting principal and interest payments for the $3.2 million loan in 2020 made to the general fund to refinance partial CalPERS debt. As of June 30, 2026, the remaining balance owed to the gas fund is approximately $1,782,000. The enterprise is also collecting interest on its relatively large cash fund balance in excess of $8 million as of June 30, 2026 (estimated cash which includes Rate Stabilization). Interest earnings during FY25/26 were approximately $300,000.

Bond debt service coverage is a key requirement for financial operation of the gas system. According to bond covenants, the Debt Service Coverage Ratio (shown in the table below) is required to be 1.25 or higher. This means that the amount of Net Income Available for Debt Service must be 25 percent higher than the Debt Service amount. The unaudited value for FY25/26 is 0.97, less than the minimum of 1.25. Consequently, to meet the coverage requirement of 1.25, Rate Stabilization Funds must be used in the amount of $350,000. The projected value for FY26/27 is 1.20 based on the three-year average, which is below the coverage requirement. However, the coverage ratio will be achieved for FY26/27, assuming a normally cold winter that will increase gas sales. The coverage ratio is achieved when gas sales reach 224,000 MMBtu, just two percent higher than the three-year average of 220,000 MMBtu. Accordingly, gas rates are not recommended to be increased for the coming winter.

The high fund balance can be a benefit to ratepayers because beginning June 1, 2027, remaining Series 2019 bonds may begin to be redeemed prior to their maturity date. In the first year the redemption price is 102 percent of the bond value, and the second year, 101 percent of the value. However, beginning June 1, 2029, the redemption price will not be a premium.[1] The interest rate paid by the City for bonds maturing after 2027 is 4.0 percent.[2] The City should consult with its financial advisor regarding early redemption.

INFRASTRUCTURE NEEDS: The City must continue compliance with federal requirements for the Gas Integrity Management Plan associated with the city's 9.6-mile high pressure gas main, connecting the city's low pressure distribution system to the interconnection with Tuscarora Gas Transmission. Working with engineering consultants, staff continues to investigate the possibility of modifying the pipeline to accommodate in-line inspection or "pigging."[3] The cost to modify the pipeline may be up to $1 million, or more, depending on changes needed.

GREENHOUSE GAS CAP-AND-INVEST PROGRAM: The California Air Resources Board notified the City last year that it must participate in the Greenhouse Gas Cap-and-Invest Program. This will be a new burden for staff and increase costs for customers. In future years, the status of program participation is recommended to be part of this report. For this year, introduction of the Cap-and-Invest policy is being handled under its own city council resolution.

CONCLUSION: Though revenue was reduced this past winter, a return to a normally cold winter this year should result in adequate revenue this fiscal year. Wholesale winter fixed prices continue to

[1] Series 2019 Natural Gas Revenue Refunding Bonds, Official Statement, page 9.

[2] Ibid, page 2.

[3] Historically, "PIG" stood for Pipe Inspection Gauge.

trade at a premium above monthly market prices; however, fixed prices have been dropping. The existing customer rates are projected to be adequate through this winter 26/27. The fund balance of the gas enterprise is very healthy. The Cap-and-Invest program will be a burden for staff to administer and increase costs to customers but should be manageable overall.

Susanville Gas Enterprise Revenues, Expenses, Debt Service, and Cash Balances

	FY22/23 Audited	FY23/24 Audited	FY24/25 Unaudited	FY25/26 Unaudited[2]	*FY26/27 Forecast*	
Purchased MMBtu	269,400	233,600	230,000	196,800	*220,000*	
Operating Revenues						
Revenue from rates	$5,012,559	$4,388,583	$4,446,632	$3,981,000	$4,263,000	
Transportation-only revenue	81,977	77,284	73,106	64,000	*75,000*	
Other Revenue	8,681	7,461	7,454	7,500	*7,500*	
Rate Stabilization	-	-	-	-	-	
Total Operating Revenue	**5,103,217**	**4,473,328**	**4,527,192**	**4,052,500**	**4,345,500**	
Operating Expenses						*Inflation*
Salaries and Benefits[1]	483,343	494,083	459,411	569,400	*598,000*	*5%*
Internal Services (Admin/PW/Eng)	815,616	802,186	905,889	997,800	*1,048,000*	*5%*
Natural Gas Purchases, including Tuscarora	1,569,971	1,033,932	864,925	881,000	*802,000*	
Professional and Technical Services	-	-	-	154,000	*159,000*	*3%*
Other Operating Expenses	234,266	306,307	83,435	170,600	*176,000*	*3%*
Building Rental	47,232	47,232	47,232	47,232	*47,232*	
Insurance	-	-	134,580	147,048	*151,000*	*3%*
Other Department Charges (Fire and Streets)	119,496	109,488	109,488	109,488	*109,488*	
Total Operating Expenses	3,269,924	2,793,228	2,604,960	3,076,568	*3,090,720*	
Net Operating Income	1,833,293	1,680,100	1,922,232	975,932	*1,254,780*	
Non-Operating Income (Expense):						
Interest Income from Fund Balance	123,036	304,330	350,018	306,358	315,865	
Interest Income from CalPERS Loan (2.04%)	43,685	45,049	38,086	34,278	*30,469*	
POB Loan Allocation (P&I)	(78,358)	(72,326)	(72,326)	(72,326)	*(72,326)*	
Transfers In (Out)	-	-	-	-	-	
Total Non-Operating	88,363	277,053	315,778	268,310	*274,008*	
Net Income Available for Debt Service	1,921,656	1,957,153	2,238,010	1,244,242	*1,528,788*	
Debt Service	1,277,350	1,276,000	1,274,200	1,276,950	1,274,100	
Debt Service Coverage Ratio	**1.50**	**1.53**	**1.76**	**0.97**	***1.20***	
Net Revenue after Debt Service	**644,306**	**681,153**	**963,810**	**(32,708)**	***254,688***	
CalPERS Loan Principal (Resolution 20-5785)	167,952	171,420	175,055	178,626	*182,270*	
Cash Balance (Calculated)	5,966,572	6,611,831	7,750,696	7,896,614	*8,333,572*	
Cash Balance Adjustment	(207,314)	(70,922)	(91,738)	-	-	
Cash and Investments	5,759,258	6,540,909	7,658,958	7,896,614	*8,333,572*	
Rate Stabilization Fund (7402-2262-001)	(1,807,075)	(1,807,075)	(1,807,075)	(1,807,075)	*(1,807,075)*	
Advances to Other Funds (CalPERS Loan)	2,306,697	2,135,277	1,960,222	1,781,595	*1,599,325*	
Adjusted Balance	**6,258,880**	**6,869,111**	**7,812,105**	**7,871,135**	***8,125,822***	

Notes:

1. Payments to employees based on Cash Flow to exclude non-cash pension-related adjustments.
2. For FY25/26, Rate Stabilization Funds will be needed to achieve a minimum debt service coverage ratio of 1.25.

Agenda Item No. 9.B.
Standard Workflow

City Council Agenda Item

Submitted By: Chandra Jabbs, Acting City Manager/Finance Director

Action Date: August 19, 2026

Subject: Consider **Resolution No. 26-6565**, Authorizing the Implementation of a Natural Gas Greenhouse Gas Reduction Cap and Invest Program, as Required by the State of California Global Warming Solution Act of 2006

Presented By: Chandra Jabbs, Acting City Manager/Finance Director

Summary: California's Global Warming Solution Act of 2006 (Assembly Bill 32) was passed to reduce greenhouse gas emissions within California. One aspect of the Act, as implemented, is that natural gas utilities meeting certain criteria must participate in "Cap-and-Trade" (now "Cap-and-Invest") of greenhouse gas emissions from the combustion of natural gas, as measured by volume throughput of each gas system. Previously, the City has not been required to participate in this program, as the City did not meet the threshold of participation.

Unfortunately, in February 2026, the California Air Resources Board (CARB) notified the City that emissions associated with the High Sierra Cogeneration facility must be included in the City's reporting, pushing the City's natural gas system above the regulatory threshold that requires participation in the Cap-and-Invest program. As a result, the City must complete a greenhouse gas monitoring plan, obtain third-party verification of natural gas deliveries, and purchase emissions allowances beginning before November 2, 2026. Staff has already taken significant steps toward compliance, including hiring consultants, registering with CARB's tracking system, engaging a verifier, and coordinating with affected stakeholders.

The report estimates that compliance will cost approximately $3.4 million for the 2024-2026 period, with about 29% attributable to the City's distribution system, 25% to High Desert State Prison, and 46% to the Plumas Sierra Cogeneration facility. To fund these costs, staff is requesting authorization to spend up to $3.5 million from the Gas Enterprise Fund and will return to the Council with a separate resolution proposing a greenhouse gas surcharge on gas customers to fund this surcharge moving forward. Further discussion and analysis of the program is provided in the attached staff report.

Fiscal Impact: Staff cannot know the actual costs until allowances are purchased based on the market-determined value of the allowances at the time they are purchased. As an indication, the CARB website shows the current value of allowances at approximately $32 each. For estimating costs for the City, the value of $35 is used. Based on this cost per allowance, the estimated total cost for the 2024 to 2026 period, allocated based on volume between the City's customers, the prison, and the cogeneration facility is estimated at $3,415,000 as discussed in the attachments.

Action Requested: Motion to approve Resolution No. 26-6565, Authorizing the Implementation of a Natural Gas Greenhouse Gas Reduction Cap and Invest Program, as Required by the State of California Global Warming Solution Act of 2006

Attachments:

1. 26-6565
2. Staff Report Greenhouse Gas Cap-and-Invest Program

RESOLUTION NO. 26-6565

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING THE IMPLEMENTATION OF A NATURAL GAS GREENHOUSE GAS REDUCTION CAP AND INVEST PROGRAM, AS REQUIRED BY THE STATE OF CALIFORNIA GLOBAL WARMING SOLUTION ACT OF 2006

WHEREAS, the City of Susanville (City) is a general law municipality in the State of California that owns and operates a natural gas distribution system; and

WHEREAS, the Global Warming Solution Act of 2006, also known as Assembly Bill ("AB") 32, requires the reduction California Greenhouse Gas ("GHG") emissions below the levels recorded in 1990; and

WHEREAS, the California Air Resources Board (CARB) notified the City on February 9, 2026, that it must report all gas transported through its pipeline system, even if it does not own the gas, and because the City's qualifying emissions are over 25,000 metric tons of carbon dioxide equivalent (MTCO2e), it must have annual data verified by a CARB-accredited third-party verifier; and

WHEREAS, because the City's qualifying emissions do exceed 25,000 MTCO2e, the City must participate in the CARB Greenhouse Gas Cap and Invest program retroactively for the defined compliance period of January 2024 through December 2026, and then forward beginning in 2027; and

WHEREAS, participation in the Cap and Invest program will require active City staff engagement in the purchase of compliance allowances (also compliance instruments) through CARB auctions and through brokers, in proportion to the annual volume of natural gas transported through the City's gas system; and

WHEREAS, participation will also include allocation by the CARB of specified free allowances that may eventually be utilized for the benefit of ratepayers either in the form of energy efficiency programs to reduce natural gas usage, or by a non-volumetric return to ratepayers; and

WHEREAS, for the period 2024 through 2026, the City must make its first purchases of compliance allowances on or before Monday, November 2nd, 2026, and must purchase all required compliance allowances by November 2027.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby authorizes the implementation of a Natural Gas Greenhouse Gas Reduction Cap and Invest Program ("Greenhouse Gas Program"), as follows:

1. The City Manager (or Acting City Manager) shall designate two employees to register for and participate in CARB's Compliance Instrument Tracking System Service (CITSS) to purchase compliance instruments on behalf of the City; and

2. The existing cash balance in the Natural Gas Enterprise Fund shall be initially utilized to cover the cost of compliance instruments that must be purchased; and

3. The dollar amount authorized to purchase allowances for the period 2024 through 2026 is up to three million five hundred thousand dollars ($3,500,000).

4. Revenue and expenses associated with the Greenhouse Gas Program shall be coded

separately from all other natural gas revenue and expenses.

5. A cash asset fund shall be established within the Gas Enterprise entitled “Greenhouse Gas Program Fund” for the purpose of:
    a. Tracking the balance of purchases and sales of allowances, and
    b. Accumulating allowance payments from High Desert State Prison and Plumas Sierra Cogeneration, and
    c. Accumulating income from a greenhouse gas surcharge from customers, should one be established, and
    d. Tracking administrative costs to operate the program.

6. Natural Gas Enterprise cash shall be transferred to the Greenhouse Gas Program Fund as needed to provide adequate operating cash for Cap and Invest allowance purchases, and

7. The first purchase of allowances up to $350,000 must be prior to November 2, 2026; and

8. Staff may proceed using their own discretion with input from outside consulting expertise regarding timing to purchase compliance allowances to meet the full requirement for the 2024 through 2026 requirement, and

9. Staff shall work diligently pursuing High Desert State Prison and Plumas Sierra Cogeneration to allocate and collect their portions of the cost burden for allowances purchased on their behalf.

10. Staff shall provide recommendations to City Council by April 30, 2027, regarding the use of the monetary value of allowances sold from the Limited Use Holding Account for the benefit of ratepayers, through a natural gas greenhouse reduction rebate program or through non-volumetric cash return to ratepayers, or both; and

11. The status of the City’s Greenhouse Gas Program shall be added to the annual natural gas report due each year by August 31st.

APPROVED:______________________
Mendy Schuster, Mayor

ATTEST:______________________
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 19th day of August 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Heidi Whitlock, City Clerk

APPROVED AS TO FORM:____________________________
Margaret Long, City Attorney

CITY COUNCIL AGENDA ITEM

Submitted by: Chandra Jabbs, Acting City Manager
Supported by: Dan Bergmann, P.E., IGService

Action Date: August 19, 2026

Subject: **Resolution No. 26-6565** of the Susanville City Council establishing the Greenhouse Gas Cap-and-Invest Program

ACTION REQUESTED: The City Council is recommended to approve the attached resolution implementing a Greenhouse Gas Cap-and-Invest Program for the City of Susanville.

Note: This proposed resolution is for implementation of a program to authorize the natural gas enterprise to purchase Cap-and-Invest allowances. A follow-up resolution will be proposed asking for approval of a surcharge to gas customers to cover costs of this newly imposed program. The surcharge will require a public notice prior to the City Council Public Hearing to impose a rate increase.

BACKGROUND: California's Global Warming Solution Act of 2006 (Assembly Bill 32) was passed to reduce greenhouse gas emissions within California. One aspect of the Act, as implemented, is that natural gas utilities meeting certain criteria must participate in "Cap-and-Trade" (now "Cap-and-Invest") of greenhouse gas emissions from the combustion of natural gas, as measured by volume throughput of each gas system. Until recent notification by the California Air Resources Board (CARB), City staff did not believe it qualified under the program guidelines, assuming that the values from High Sierra Cogeneration were being reported independently by its owner, Plumas Sierra Rural Electric Cooperative.

On February 9, 2026, CARB notified the City that for the period 2024 through 2026 it must include High Sierra Cogeneration, which puts the City over the compliance threshold of 25,000 metric tons equivalent of carbon dioxide emissions (MTCO2e). Consequently, this means: 1) The City must prepare a Greenhouse Gas Monitoring Plan, 2) The City must have its natural gas deliveries verified by a CARB-accredited third-party verifier, and 3) The City must purchase emission compliance allowances according to the program, either through a broker or through Cap-and-Invest auction. Initial purchases must happen prior to November 2, 2026. The definition of an allowance is permission to emit one MTCO2e into the atmosphere.

APPROACH: Compliance with the Cap-and-Invest program for the City of Susanville will be administratively burdensome for City staff and costly for the City's natural gas customers, including the prison and cogeneration facility.

Many preliminary steps have been completed or are in process as follows:

- Engagement of a consultant with expertise in the Cap-and-Invest Program. The City contracted with Yorke Consulting for on-call assistance regarding the various requirements of the program.
- Coordination of various tasks in preparation and establishing communication with the prison and Plumas Sierra. Dan Bergmann of IGService has been serving these roles.
- Virtual meetings with CARB personnel to clearly understand program requirements and timing. This is essentially complete.

- Registration with CARB's Compliance Instrument Tracking System Service (CITSS) to be able to purchase and sell compliance allowances. This is being done by Chandra Jabbs and Erik Edholm.
- Engagement of a CARB-accredited verifier. The City engaged Davenport Engineering for this purpose. The verification is done or nearly done.
- Preparation of a Greenhouse Gas Monitoring program. This is being done by City Staff.
- Dialogue with personnel at High Desert State Prison and Plumas Sierra regarding the requirements and anticipated cost of the compliance. Conversations are ongoing.

FISCAL IMPACT: Staff cannot know the actual costs until allowances are purchased based on the market-determined value of the allowances at the time they are purchased. As an indication, the CARB website shows the current value of allowances at approximately $32 each. For estimating costs for the City, the value of $35 is used. Based on this cost per allowance, the estimated total cost for the 2024 to 2026 period, allocated based on volume between the City's customers, the prison, and the cogeneration facility are shown in the following table (values rounded).

Allocated Cap-and-Invest Cost by Entity

(Based on $35 cost of Allowances)

	2024	2025	2026	3-Year Total	
City Distribution System	$346,000	$330,000	$329,000	$1,005,000	29%
High Desert State Prison	$271,000	$289,000	$286,000	$846,000	25%
Plumas Sierra Cogeneration	$538,000	$500,000	$526,000	$1,564,000	46%
Totals	$1,155,000	$1,119,000	$1,141,000	$3,415,000	100%

The combined cost each year exceeds $1 million for a total three-year cost of approximately $3,415,000. Of that total, approximately $846,000 must be collected from the High Desert State Prison and approximately $1,564,000 must be collected from Plumas Sierra. None of the entities involved planned for these expenses.

Accordingly, the attached resolution asks for authorization for staff to spend up to $3.5 million beginning prior to November 2, 2026, and completed by November 2027. There is available cash in the Gas Enterprise Fund to initially cover the cost of the purchases.

The proposed resolution specifies that revenue and expense associated with the Greenhouse Gas Program shall be coded separately from other gas activity in the City's accounting system, and a Cash Asset Fund shall be established specifically for Cap-and-Invest.

<u>CARB's "Limited Use Holding Account."</u> The Cap-and-Invest program is designed such that a specified number of allowances purchased each year can be placed in a CARB-defined "Limited Use Holding Account" to be sold later by the City. The proceeds from such sales can be used for a greenhouse gas rebate program or given back to customers through a non-volumetric cash return. The benefit of this value will be meaningful to customers, because the amount available for programs, or to give back, will be about 64 percent of the amount required to buy the allowances in the first place. Limited use funds will first be available in 2027.

IMPACT TO CUSTOMERS AND FOLLOW-UP RESOLUTION: City Council and the public should know the projected cost impact to customers from the Cap-and-Invest program. A Resolution will follow asking City Council for approval to add a Greenhouse Gas Surcharge to each customer's bill based on monthly gas usage. For residential and commercial customers on the City's gas distribution system, the initial surcharge would be calculated based on the anticipated cost of allowances divided by annual gas throughput into the distribution system:

$$\text{Greenhouse Gas Surcharge} = \frac{\text{Projected Annual Cost of Greenhouse Gas Allowances Purchased}}{\text{Projected Total Annual System Therms}}$$

Based on projected calendar 2026 volumes and $35 each for allowances, the initial surcharge would be:

$1,141,000 / 713,000 MMBtu = $1.60 per MMBtu (or $0.16 per Therm)

Considering that the residential gas rate is presently $1.85 per Therm, the surcharge would be a nine percent increase. It is recommended to show this as a line item on the bill as the associated revenue should be tracked separately from other gas billing revenue. As an example of residential customer impact in a winter month from January single-family customer data, a median customer using 140 Therms would pay an additional $22, prior to any benefit from the Limit Use Allowances.

From the sale of allowances in the Limited Use Holding Account, approximately 64 percent, or ten cents ($0.10) of each sixteen cents ($0.16) will be available for rebate or return to customers. This implies that of the $22 collected in the January bill, about $14 can be returned in the form of a rebate or non-volumetric distribution.

For the High Desert State Prison and Plumas Sierra, the impact is much greater. The transportation rate for the prison is just $0.01 per Therm and for the cogeneration facility it is $0.015 per Therm. This means prison rate, based on the 2001 transportation agreement with the City, is 185 times lower than the cost to residential customers. In contrast, when the surcharge of $0.16 per Therm is applied to the prison, it increases the prison's existing rate by a factor of 17, or 1,600 percent. The impact on the cogeneration facility is similar.

Cooperation from High Desert State Prison and Plumas Sierra is critical to the City's residential and commercial rate payers, considering that these two transportation-only customers will be responsible for about two-thirds of the total projected cost of allowances.

The recommendation will be made for the surcharge for City distribution customers to become effective either October 1, 2026, or January 1, 2027. (If it is made effective October 1st, it can be lowered to approximately $0.12 per Therm because of capturing three additional months to benefit 2027.)

Importantly, City Distribution Customers have contributed to the surplus cash balance in the Gas Enterprise Fund, not High Desert or Plumas Sierra, considering the huge discrepancy in rates, and specifically, that the transmission line rate was set only to cover the cost of the transmission line, and not other city services to the gas system. Accordingly, the recommendation will be that the gas fund balance be utilized to cover the cost of allowances for distribution customers for 2024 through 2026. Whereas, High Desert and Plumas Sierra will be asked to pay the cost of their allowances for the period 2024 through 2026.

Attachment: Proposed resolution

Agenda Item No. 13.A.
Standard Workflow

City Council Agenda Item

Submitted By:	Erik Edholm, Acting Public Works Director
Action Date:	August 19, 2026
Subject:	Discussion Regarding Emergency Work Associated with the Failure of the Variable Frequency Drive (VFD) at Well 3 on Johnstonville Road
Presented By:	Erik Edholm, Acting Public Works Director
Summary:	On May 16, 2026, the Variable Frequency Drive (VFD) at Well 3 located on Johnstonville Road failed. During implementation of a manual bypass to maintain operation of the City's largest production well, an over-pressurization event occurred within the 14-inch water main, resulting in a significant leak and creating an immediate threat to the reliability of the City's water distribution system. Emergency repairs to the 14-inch water main have been completed and the leak has been repaired. Work associated with replacement of the Well 3 VFD remains ongoing to restore normal operations and ensure the continued reliability of the City's water system. Per the City of Susanville Municipal Code (section 3.08.200), an emergency is a situation where the public interest and necessity demand the immediate expenditure of public money to safeguard life, health, and/or property. The City Manager is authorized pursuant to Government Code section 22050 to order any action to repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes without giving notice for bids or to let contracts. The City Manager must report the action to the City Council for review within seven (7) days after the action or at the next regularly scheduled meeting if that meeting will occur not later than fourteen (14) days after the action. Further updates will be provided to the Council at the meeting regarding the status of the VFD replacement efforts.
Fiscal Impact:	To be determined upon completion of the emergency work.
Action Requested:	Review emergency actions taken to safeguard the public and determine if it is necessary to continue the emergency action.

Motion to authorize the continuation of emergency action related to the replacement of the Well 3 Variable Frequency Drive.

Attachments:

None

Agenda Item No. 14.A.

City Council Agenda Item

Submitted By:	Heidi Whitlock, City Clerk
Action Date:	August 19, 2026
Subject:	Department Reports - Police Department Update
Presented By:	Allen Sobol, Acting Public Safety Chief
Summary:	An update will be provided at the meeting by the Police Department.
Fiscal Impact:	None.
Action Requested:	Information only.

Attachments:

None

Agenda Item No. 15.A.
Standard Workflow

City Council Agenda Item

Submitted By:	Heidi Whitlock, City Clerk
Action Date:	August 19, 2026
Subject:	Future Council Items
Presented By:	Chandra Jabbs, Acting City Manager/Finance Director
Summary:	Council may provide direction to staff to bring back items for discussion or action at a future meeting.
Fiscal Impact:	None.
Action Requested:	Possible direction to staff.

Attachments:
1. 260819.Future.Items.List

LAST THREE MONTHS (6/17/2026 to current)

BUSINESS FROM THE FLOOR	
7/1/2026	Request made to consider a discussion item related to the expansion of the Skate Park
7/15/2026	Request made to waive/reduce fees associated with the liens on 17 Orange Street
7/15/2026	Request made to revisit the issues at 1409 Fourth Street
8/5/2026	Request made to consider a rezone of the Credence School
8/5/2026	Request made to consider a nuisance item
8/5/2026	Request made to address issues at 1409 Fourth Street

Council requested - FUTURE COUNCIL ITEMS	
7/1/2026	Request made to bring a discussion item regarding the Skatepark at Memorial Park
7/15/2026	Request made to bring back an animal control item
8/5/2026	Request made to bring back a discussion item related to possible grant writers to assist with parks projects.
8/5/2026	Request to have a short-term and long-term nuisance item brought back to include burned out buildings, dog control, and 1409 Fourth Street.

Completed List Items	
7/15/2026	Request made to bring back an update on the Frank Ernaga Ball Field at Memorial Park. - 8/5/2026