

CITY OF LOYALTON

COUNTY OF SIERRA
605 SCHOOL STREET
P.O. BOX 128
LOYALTON, CALIFORNIA 96118
(530) 993-6750
cityofloyalton.org



OFFICE OF THE MAYOR

**AGENDA FOR THE REGULAR MEETING OF THE
LOYALTON CITY COUNCIL
6:00 P.M. – CITY HALL AUDITORIUM
605 SCHOOL STREET
OCTOBER 18TH, 2022
NEXT ORDINANCE #425
NEXT RESOLUTION NO. 7-2022**

**AGENDA & PACKET AVAILABLE ON CITY WEB SITE
cityofloyalton.org**

Any person with a disability may submit a request for reasonable modification or accommodation to the above-described means for accessing and offering comment at the meeting to Kathy LeBlanc, City Clerk, at [ofclerk-cityofloyalton@psln.com] who will swiftly resolve such request.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **ANNOUNCEMENTS**
 1. Letter from Chelsea Johnson requesting a water meter be installed on her Property.
 2. Address Verbal complaints in regards to Eberhart Property.
 3. Promotion of Everbridge system.
6. **APPROVAL OF MINUTES**
 - Special Meeting September 20th, 2022 (Attachment)
 - Regular Meeting September 20th, 2022 (Attachment)
 - Special Emergency Meeting October 6th, 2022 (Attachment)
7. **STAFF REPORTS**

8. PUBLIC COMMENT

This is an opportunity for members of the public to address the Council on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the City Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Council **cannot take action on any item not on the posted agenda**

9. FIRE DEPARTMENT REPORT

10. FINANCIAL COMMITTEE REPORTS

1. Financial Committee Report/Update

- Discussion and Possible Action regarding approval of Final Budget 2022-2023. (Attachment)
- Discussion and Possible Action regarding Past Due Utility Bills (Attachment)
- Discussion and Possible Action in regards to accepting Credit Cards for Account Receivables .
- Approval of Reconciled Accounts for September 2022 (Attachment)
- Approval of Bill Sheet September 2022 (Attachment)
- Discussion and Possible action regarding transfer of \$260,000.00 from Cal-Trust General Savings 9130 and Enterprise Loan MM 0559 to General 1956.
- Acknowledgment of Approval of Fund Transfer from General 1956 to Enterprise Loan MM 0559 not to exceed \$24,000.00 (Attachment)

11. PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

12. OTHER COMMITTEE REPORTS

13. DISCUSSION AND POSSIBLE ACTION ITEMS

1. Discussion and Possible Action regarding Main Water Leak
2. Discussion and Possible Scheduling Town Hall Meeting on Water Distribution System.
3. Discussion and Possible Action Adoption of Resolution 7-2022 of Confirmation Pursuant to Section 55501.1 of the California Water Code.
4. Discussion and Possible Action regarding approval of Business License for Christopher McAlary-Coin Cloud.
5. Discussion and Possible Action regarding approval of Business License for Nickolas Phillips- Powur PBC DBA Powur Home Constuction.
6. Discussion and Possible action in regards to possible hire of IT Tech.

14. **AGENDA INPUT FOR UPCOMING MEETINGS**

15. **BOARD MEMBER CLOSING REMARKS**

16. **ADJOURNMENT**

September 20th, 2022

SPECIAL MEETING

The special meeting of the Loyalton City Council was called to order by Mayor Jackson on September 20th, 2022 at 5:00 p.m.

COUNCIL MEMBERS PRESENT

Mayor Jackson, D. Riede, J. Markum, J. Gerow

COUNCIL MEMBERS ABSENT:

STAFF PRESENT

GUESTS PRESENT

APPROVAL OF AGENDA

It was moved by J. Markum, seconded by D. Riede to approve the agenda as presented. Motion carried.

ANNOUNCEMENTS

STAFF REPORTS

None

PUBLIC COMMENT

None

CLOSED SESSION

1. Mayor Jackson adjourned the special meeting to go into closed session. Mayor Jackson reconvened the meeting stating the reportable action was as follows the Council has approved two pay raises for the following employees Kathy LeBlanc Step D Part Time Class II \$22.58 per hour, Jonathan Reeves Grade 2 Step A Full Time \$24.00 per hour

MEETING ADJOURNED

APPROVED: _____
Mayor S. Jackson

ATTEST: _____
Kathy LeBlanc- City Clerk

September 20th, 2022

REGULAR MEETING

The Regular meeting of the Loyalton City Council was called to order by Mayor S. Jackson on September 20th, 2022 at 6:00 p.m. Loyalton City Auditorium

COUNCIL MEMBERS PRESENT Mayor S. Jackson, D. Riede, J. Markum, J. Gerow

COUNCIL MEMBERS ABSENT

STAFF PRESENT

City Clerk- Kathy LeBlanc, Bookkeeper Gina Morris

GUESTS PRESENT

B. Mertton, L. Horner, J. Buck, D. Gayner, P. DeMartini, R. DeMartini, N. Rogers, L. May, J. Cameron, G. Nelson, C. Johnson, T. Easley, S. Azevedo, D. Azevedo

APPROVAL OF AGENDA

It was moved by J. Markum, seconded by J. Gerow to approve the agenda as posted. Motion carried.

ANNOUNCEMENTS

Lee May addressed the council on the name change for alley. After a brief discussion it was moved by J. Markum, seconded by D. Riede to rename alley D'Andrea Lane. Motion carried

APPROVAL OF MINUTES

1. It was moved by D. Riede, seconded by J. Gerow to approve the minutes of the Regular Meeting of August 16th, 2022. Motion carried.

STAFF REPORTS/WRITTEN COMMUNICATIONS

1. Councilmember Riede thanked N. Rogers for weeding in front of the Post Office. A discussion was held on repairing materials for the roof at City Hall.

PUBLIC COMMENT

1. P. DeMartini inquired about cleaning up downtown, she has concerns about the trees.

FIRE DEPARTMENT REPORT

Assistant Chief R. DeMartini reported the Fire Department has had 177 calls so far this year. He also reported that the Fire Department has sent crews on two separate wildland fires, also clean up was done around the Fire Station.

FINANCIAL COMMITTEE REPORT/UPDATE

Mayor Jackson reported on the Finance Meeting stating that the budget will be tight; a brief discussion was held on the Proposed Draft Budget stating it is a work in progress. The next Finance Meeting will be on October 11, 2022.

1. After a discussion it was moved by D. Riede, seconded by J. Markum to approve the Final Audit for 2020-2021. Motion carried.
2. Draft Budget was discussed and the Finance Committee is still working on the budget.
3. It was moved by J. Markum, seconded by D. Riede to remove Jamie Stockdale from all Plumas Bank Accounts, and to add Kathy LeBlanc and Gina Morris access to all Plumas Bank Accounts. Motion carried.
4. After a discussion it was moved by J. Markum, seconded by D. Riede to approve on signature on all checks under \$5,000.00 and two signatures on all other checks. Motion carried.
5. It was moved by D. Riede, seconded by J. Markum to approve reconciled accounts for August 2022. Motion carried.
6. It was moved by J. Markum, seconded by D. Riede to approve the bill sheet for August 2022 not to exceed \$190,502.24. Motion carried.

ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS.

1. It was moved by J. Markum, seconded by D. Riede to approve the fund transfer from General 1956 to Enterprise MM 0559 not to exceed \$30,000. Motion carried.

PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

1. Councilmember Riede reported that all is looking good at the park but she would like to start on clean up and getting ready to shut down water system for the winter. She reported that two abandoned cars have been removed and if anyone knows of others let her know.
2. Councilmember Gerow reported all is going well at the WWTP, duck weed is still a problem but they or working on it.

OTHER COMMITTEE REPORTS

1. None

DISCUSSION AND POSSIBLE ACTION ITEMS

1. Mayor Jackson gave a brief update on the FEMA project stating that she has received communication from FEMA stating that they will be issuing new preliminary Flood Plain Maps in the next 6-12 months. She would like to remove the FEMA Update from the agenda but will keep everyone informed.
2. Mayor Jackson gave an update on the Main Water Leak, she informed the Council that the City of Loyalton will not be receiving any help from the state. She stated that the City has received two bids, one for \$252, 646, 00 and one for \$365,489.00. Mayor Jackson stated that the lowest bid will be taken with some revisions. Mayor Jackson stated that funding will come from several sources and the project should begin within two to three weeks and should be complete in 7-10 days.
3. After a discussion it was moved by D. Riede, seconded by J. Markum to add delinquent utility bill to their Property Tax bills. Motion carried.

INPUT FOR UPCOMING MEETINGS

Resolution for adding delinquent utility bill to Property Tax

CLOSING REMARKS

None

Meeting Adjourned

APPROVED: _____

Mayor Sarah Jackson

ATTEST: _____

Kathy LeBlanc, City Clerk

DRAFT

October 6th, 2022

SPECIAL MEETING

The Emergency Special meeting of the Loyaltan City Council was called to order by Mayor Jackson on October 6th, 2022 at 12:00 p.m.

COUNCIL MEMBERS PRESENT

Mayor Jackson, J. Markum, J. Gerow

COUNCIL MEMBERS ABSENT: D. Reide

STAFF PRESENT: Kathy LeBlanc-City Clerk

GUESTS PRESENT: D. Estabrok

APPROVAL OF AGENDA

It was moved by J. Markum, seconded by J. Gerow to approve the agenda as presented. Motion carried.

ANNOUNCEMENTS

None

STAFF REPORTS

None

PUBLIC COMMENT

D. Estabrok addressed the council with several questions in regards to the Boil Water Notice and the repair project.

DISCUSSION AND POSSIBLE ACTION

1. After a brief discussion it was moved by J. Markum, seconded by J. Gerow to determine that there is an emergency that severely impacts Public Health as required by Government Code Section 54956.5. Motion carried.
2. It was moved by J. Markum, seconded by J, Gerow to approve Resolution #6-2022 declaring the existence of a Local State of Emergency as a Result of Multiple Significant water distribution line failures and Potential Drinking Water Contamination. Roll Call- Mayor Jackson-Aye, J. Markum-Aye, J. Gerow-Aye. Motion carried

MEETING ADJOURNED

APPROVED: _____
Mayor S. Jackson

ATTEST: _____
Kathy LeBlanc- City Clerk

Kathy LeBlanc

From: Chelsea Johnson [gildeddrifter@gmail.com]
Sent: Monday, October 03, 2022 1:01 PM
To: Kathy LeBlanc
Subject: Water Meter Request

Hi Kathy,

I would like to request that my property at 820 Main St. Loyalton be placed on a meter based billing system. I was just made aware today that the other hotel in town has long been receiving this service. Thank you!

Chelsea Johnson
Gilded Drifter Inn
530-428-5015
www.gildeddrifterinn.com

**CITY COUNCIL, CITY OF LOYALTON, COUNTY OF SIERRA
STATE OF CALIFORNIA
1 - 2020
RESOLUTION PROCLAIMING THE EXISTENCE OF A LOCAL STATE OF
EMERGENCY IN THE CITY OF LOYALTON AS A RESULT OF THE
COVID-19 PANDEMIC VIRUS**

RECITALS

- 1) **WHEREAS**, The California Emergency Services Act, including but not limited to Government Code Section 8630 and the City of Loyalton Municipal Code, Chapter 6.40- Emergency Organization, authorizes the City Council when in session, to proclaim the existence or threatened existence of a "local emergency" as defined; and,
- 2) **WHEREAS**, the World Health Organization on January 30, 2020, declared the COVID-19 outbreak a public health emergency of international concern and on January 31, 2020, the United States Department of Health and Human Services declared a Public Health Emergency for the United States; and,
- 3) **WHEREAS**, on March 4, 2020 the Governor of the State of California proclaimed s State of Emergency related to the COVID-19 outbreak, which among other things, directed the California Office of Emergency Services to provide assistance to Local Government; and,
- 4) **WHEREAS**, the Sierra County Medical Operational Area Council directed that the County Public Health Department Operational Center be activated to a Level I as of March 2, 2020 and upgraded to a Level II as of March 16, 2020; and,
- 5) **WHEREAS**, the President of the United States on March 13, 2020 made a National Emergency Declaration on the COVID-19 pandemic and this emergency declaration includes all States, Territorial, Local, and Tribal Governments in the United States; and,
- 6) **WHEREAS**, the Centers for Disease Control and Prevention (CDC) has determined that the COVID-19 virus presents a serious public health threat, requiring coordination among Federal, State, and Local Agencies and Public Health Departments to ensure readiness for potential health threats associated with the virus; and,
- 7) **WHEREAS**, on March 19, 2020 the Governor of the State of California issued Executive Order N-33-20 ordering all individuals living in the State of California to stay at home or at their place of residence excepted as needed to maintain continuity of operations in 16 federal critical infrastructure sectors and other sectors designated by the Governor in order to protect the health and well-being of all Californians; and,
- 8) **WHEREAS**, on March 20, 2020, the Board of Supervisors of Sierra County proclaimed the existence of a local state of emergency in Sierra County as a result of the COVID-19 pandemic virus; and,
- 9) **WHEREAS**, the City Council finds that conditions of extreme peril to the health and safety of persons and property have further arisen within the City of Loyalton, caused by the COVID-19 pandemic, resulting in a significant diversion and exhaustion of resources, budget, facilities, and personnel of Local Government and is resulting in severe economic impact to the City; and,

10) **WHEREAS**, the City Council finds that isolation of communities, exhaustion of local resources, the increasing and long-term damages and impacts caused by the COVID-19 pandemic as well as future damages and impacts yet to be determined are certain to be in existence and these present and future responses and assessments have diverted local resources from day to day operations beyond the control of personnel, services, equipment and budget of the City of Loyalton; and,

NOW, THEREFORE, IT IS HEREBY PROCLAIMED pursuant to Government Code, Section 8630 of the California Emergency Services Act, and the City of Loyalton Municipal Code, Chapter 6.40-Emergency Organization, a local state of emergency exists within and throughout the City of Loyalton and the conditions of extreme peril to the safety of persons residing and working in the City of Loyalton has arisen caused by the COVID-19 pandemic; has exhausted local resources, personnel, facilities and budget; and, has severely impacted the ability of the City of Loyalton to provide its most basic governmental and extended public services.

BE IT FURTHER RESOLVED THAT, by means of this declaration, the City Director of Emergency Services is directed to coordinate services and response and is hereby authorized to use and employ the functions, powers, and duties prescribed and authorized in Chapter 6.40 of the City of Loyalton Municipal Code, including use of the any of the property, services, personnel and resources of the City to help mitigate this emergency.

BE IT FURTHER RESOLVED THAT, based upon the extraordinary measures that the City of Loyalton has undertaken as a result of the COVID-19 pandemic, the City of Loyalton City is requesting a California Office of Emergency Services concurrence, a California Gubernatorial Concurrence, and a Presidential Concurrence that together or independently, affords access to and assistance to the California Disaster Assistance Act, the Federal Stafford Act, and any other Federal or State sources of financial aid, resources, and services.

BE IT FURTHER RESOLVED THAT, pursuant to Section 8630 of the California Emergency Services Act the City Council shall review the need for continuing the local emergency at least once every sixty (60) days until it terminates the local emergency and shall proclaim the termination of the local emergency at the earliest possible date that conditions warrant.

PASSED AND ADOPTED this 24th day of March 2020, by City Council of the City of Loyalton at a meeting duly called and held within the City by the following roll call vote:

AYES: J. Markum, B. Mitchell, N. Rogers, D. Reide, S. Jackson

NOES:

ABSENT:


_____, Mayor
City of Loyalton

ATTEST: Kathy LeBlanc
Deputy-City Clerk



EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER N-42-20

WHEREAS on March 4, 2020, I proclaimed a state of emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS it is the established policy of the State under Water Code section 106.3 that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes; and

WHEREAS to limit the spread of COVID-19 it is crucial that Californians wash their hands regularly and thoroughly; and

WHEREAS many Californians are experiencing or will experience substantial losses of income as a result of business closures, the loss of work hours or wages, or layoffs related to COVID-19, which may hinder their ability to make payments for water service and subject them to water shutoffs due to non-payment; and

WHEREAS many small businesses that provide services essential to the health and well-being of Californians have experienced substantial reductions in income, which may hinder their ability to make payments for water service and subject them to water shutoffs due to non-payment; and

WHEREAS the California Public Utilities Commission has directed private water utilities under its jurisdiction to implement customer service protections, including a moratorium on service disconnections, during the COVID-19 emergency; and

WHEREAS more than 100 public and private water systems have voluntarily agreed to halt disconnections as well; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with the various statutes and regulations concerning water shutoffs specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and the statutes of the State of California, and in particular, Government Code sections 8567, 8570, 8571, and 8627, do hereby issue the following order to become effective immediately:

IT IS HEREBY ORDERED THAT:

- 1) The authority of urban and community water systems, as defined in Health and Safety Code section 116902, subdivision (d), to discontinue residential service, as defined in Health and Safety Code section 116902, subdivision (c), for non-payment under Health and Safety Code sections 116908 and 116910, is suspended.
- 2) Water systems not subject to the requirements of Health and Safety Code sections 116908 and 116910 shall not discontinue residential

service, as defined in Health and Safety Code section 116902, subdivision (c), for non-payment.

- 3) Water systems shall restore any residential service to occupied residences that has been discontinued for nonpayment since March 4, 2020.
- 4) Water systems shall not discontinue service to any business in the critical infrastructure sectors designated by the State Public Health Officer as critical to protect the health and well-being of all Californians that qualifies as a small business under 13 C.F.R. § 121.201 of the Small Business Administration's regulations.
- 5) The State Water Resources Control Board shall identify best practices, guidelines, or both to be implemented during the COVID-19 emergency (i) to address non-payment or reduced payments, (ii) to promote and to ensure continuity of service by water systems and wastewater systems, and (iii) to provide measures such as the sharing of supplies, equipment and staffing to relieve water systems under financial distress.

Nothing in this Order eliminates the obligation of water customers to pay for water service, prevents a water system from charging a customer for such service, or reduces the amount a customer already may owe to a water system.

Nothing in this Order modifies the obligations of urban and community water systems to comply with provisions of the Water Shutoff Protection Act not specifically addressed by this Order or other applicable laws, regulations, and guidelines.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 2nd day of April 2020.


GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State



Discontinuation of Water Service for Nonpayment Policy

I. Purpose

The City of Loyaltan (“City”) will apply the following Discontinuation of Water Service for Nonpayment Policy (“Policy”). Discontinuance of water service for nonpayment is considered the final phase of the collection procedure and will be instituted only after sufficient notification, and when all other reasonable alternatives have been deployed.

II. Scope

This Policy applies to all City residential water service customers, hereafter referred to as the “customer” or “customers”. To the extent this Policy conflicts with any other rules, regulations, or policies of the City, this Policy will control.

III. General Provisions

- A. All customers are provided a monthly bill for water service and usage. These monthly bills are due on the 25th day of the month.
- B. The City will attempt to contact the customer and provide notice of discontinuation of water service as provided in this Policy. It is the customer’s responsibility to provide the City with accurate, current contact information. The City is not responsible for the customer not receiving the notices due to inaccurate and/or outdated customer contact information.
- C. The City will disconnect water service for charges that have become delinquent for a period of no less than sixty (60) days, unless the service discontinuation is otherwise preempted as further described in this Policy. Reconnection fees will be applied to the account of any water service disconnected for nonpayment of delinquent charges. The City will leave notice of disconnection with information on how to restore water service.

1. Prior to the potential discontinuation of service date the City will send a payment delinquency notice (late notice) advising the customer of the need to pay in order to preclude service termination and further advising of other options available to the customer. The payment delinquency notices will be sent no sooner than 10 days after the bill distribution date and no less than 7 days prior to the potential discontinuation of services date.

2. Where a landlord-tenant relationship exists (where the billing address is different than the service address), the payment delinquency notice will also be sent to “Occupant” at the service address. The payment delinquency notice to the “Occupant” (tenant in the landlord-tenant

relationship) will apprise the Occupant of the Occupant's right to become the customer of record. Baring intervention (e.g.

payment of the delinquency) to preclude such by the landlord, the tenant will be informed of the right to become the customer to whom the future services will be billed without the Occupant being required to pay the amount due on the delinquent account.

3. If the bill remains unpaid or is otherwise unresolved via alternative payment options, transition in the customer of record (landlord-tenant), or appeal, the City will send a shut off notice no less than 48-hour prior to discontinuation of service.

C. Customers whose water service has been discontinued may contact the City by telephone at (530) 993-6750 or in person regarding restoration of service. Restoration will be subject to payment of the delinquent charges, reconnection fees and established security deposit if required by the City. Water service reconnections requested and performed after normal business hours are subject to an additional fee.

IV. Notices

A. Written Notices to Customer

The City will provide notices as described above. The notices will be in English and in the languages listed in Section 1632 of the Civil Code for receiving a translated copy of the notice and any language spoken by ten percent (10%) or more of the City's customers.

- i. the name and address of the customer;
- ii. the amount of the delinquency;
- iii. the date by which payment or payment arrangements must be made to avoid discontinuation of service;
- iv. the procedure by which the customer may initiate a complaint or request an investigation or appeal concerning service or charges;
- v. a description of the procedure by which the customer may request an amortization, reduction, or other alternative payment arrangement;
- vi. the procedure for the customer to obtain information on financial assistance, if applicable; and
- vii. the telephone number where the customer may request a payment arrangement or receive additional information from the City.

B. Posting of Notice to Occupants at Service Address

The City will make a reasonable, good faith effort to contact an adult person living at the service address by hand delivery a shut off notice and placing in a conspicuous place at the service address

C. Bill Amortization

The City will consider a request to amortize the bill over a reasonable period of time, not to exceed twelve (12) months. The amortization schedule and amounts due will be set forth in writing and provided to the customer. During the amortization period, the customer must remain current on all water service charges in subsequent billing periods. The City may terminate water service if the customer fails to pay an amortized amount due by the schedule date and the original amount due is delinquent by at least sixty (60) days. The City will post a final notice of intent to disconnect service in a prominent and conspicuous location at the service address at least five (5) business days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the City.

D. Contact

Customers are encouraged to contact the City for further details regarding this Policy or payment options during business hours at (530) 993-6750. Customers may also visit the City in person Monday through Thursday, from 7:00 a.m. to 3:00 p.m. Friday from 7:00am – 12:00 p.m., except on City holidays.

V. When Service Will Not Be Discontinued

A. General

The City will not discontinue residential water service due to nonpayment on a Saturday, Sunday, legal holiday, or at any time during which the City's office is not open to the public. In addition, the City will not discontinue residential water service for nonpayment during the City's investigation of a customer dispute or complaint; during an appeal to the City Council; during a City-approved extension, amortization, alternative payment schedule, or reduction, if the customer remains in compliance with the payment arrangement; or as may be required by local, state, or federal law.

B. Special Circumstances with Amortization Agreement

The City will not discontinue water service if all of the following are met:

- i. The customer, or a tenant of the customer, submits to the City the certification of a licensed primary care provider that discontinuation of water service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided:
 - ii. The customer demonstrates that he or she is financially unable to pay for residential service within the City's normal billing cycle. The customer is deemed financially unable to pay during the normal billing cycle if: (a) any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or (b) the customer declares under penalty of perjury that the household's annual income is less than 200 percent of the federal poverty level;
 - iii. The customer is willing to enter into an alternative payment arrangement, including an extension, amortization, or alternative payment schedule, with respect to the delinquent charges; and
 - iv. The customer is not currently in an Amortization Agreement with the City.

For any customer who meets all of the above qualifications, the City will offer the customer one of the following options, to be selected by the City in its discretion: (1) an extension of the payment period; or (2) an alternative payment schedule or amortization of the unpaid balance. The City's General Manager or designee will select terms and conditions for the amortization.

The City will review the request for amortization within seven (7) days and: (1) notify the customer of the amortization terms selected by the City and request the customer's signed assent to participate in the amortization; (2) request additional information from the customer; or (3) notify the customer that they do not meet the qualifications.

Discontinuation of Water Service for Nonpayment Policy

The City may discontinue water service if a customer who has been granted an amortization under this section fails to do any of the following for sixty (60) days or more: (a) to pay any amortized amount due under the amortization schedule; or (b) to pay his or her current charges for water service. The City will post a final notice of intent to disconnect service in a prominent and conspicuous location at the service address at least five

(5) business days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the City.

For a residential customer who demonstrates to an urban and community water system household income below 200 percent of the federal poverty line, the City shall do both of the following:

(1) The service fee for reconnection of service during normal operating hours is set at fifty dollars (\$50), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021. The service fee for reconnection of residential service during nonoperational hours, is set at one hundred fifty dollars (\$150), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021.

(2) Waive interest charges on delinquent bills once every 12 months.

VI. Other Remedies

In addition to discontinuation of water service, the City may pursue any other remedies available in law or equity for nonpayment of water service charges, including, but not limited to: securing delinquent amounts by filing liens on real property, filing a claim or legal action, or referring the unpaid amount to collections. In the event a legal action is decided in favor of the City, the City will be entitled to the payment of all costs and expenses, including attorneys' fees and accumulated interest.

VI. Discontinuation of Water Service for Other Customer Violations

The City reserves the right to discontinue water service for any violations of City ordinances, rules, or regulations other than nonpayment.

VII. Fees and Charges Incurred

Except as otherwise expressly stated in this Policy, any fees and charges incurred by a customer under any other rules, regulations, or policies of the City, including, but not limited to, delinquent charges, will be due and payable as set forth therein.

VIII. Decisions by The Loyaltown City Council of the Public Works Director

Any decision with respect to this Policy may be made by the Loyaltan City Council or the Public Works Director. The General Manager's ruling may be appealed to the City Council.

A customer may initiate a complaint or request an investigation regarding the amount of a bill within fifteen (15) days of receiving a disputed bill. For purposes of requesting review of the amount of a bill, a bill shall be deemed received by a customer five (5) days after mailing. The customer may submit a written request to review the amount of the bill to the City, which shall provide a written determination to the customer provided the request is made within the fifteen (15) day complaint window

.IX. Translations

A. Policy

Translations of this Policy in the languages listed in Section 1632 of the Civil Code are available at the City office or website. Please visit our office or website for a translation of this Policy.

B. Notices

All written notices issued under this Policy will be available at the City office or website in English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by ten percent (10%) or more people within the City's service area.

City of Loyalton
Balance Sheet
 As of September 30, 2022

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
Enterprise Loan MM 0559	286,525.03
General Funds	
General Checking 1956- NEW	156,692.65
General Contingency Saving 0322	29,446.36
Total General Funds	186,139.01
Designated Funds	
Cal Trust Investment Fund	81,126.61
WWTP Settlement (LAIF)	2,038,696.91
WWTP Settlement MM 4387 (New)	178,053.89
Fire Dept. Reserve 7243	89,284.66
FEMA Flood Savings 0059	55,471.39
Total Designated Funds	2,442,633.46
Cash Drawer	400.00
Total Checking/Savings	2,915,697.50
Accounts Receivable	
Accounts Receivable	-6,339.12
Total Accounts Receivable	-6,339.12
Other Current Assets	
Prepaid Expense	33,768.00
Unrealized Gain/Loss	-398.62
Grants Receivable	20,309.90
Due From Other Funds	764,015.90
Accounts Receivable- Proprietar	
Reserve for Bad Debt	-17,739.78
Accts Receivable- Late Fees Wat	3.64
Accts Receivable- Late Fees Sew	7.50
Sewer Ent. Accounts Receivable	102,942.78
Water Ent. Accounts Receivable	118,687.18
Total Accounts Receivable- Proprietar	203,901.32
Undeposited Funds	145.85
Total Other Current Assets	1,021,742.35
Total Current Assets	3,931,100.73
Fixed Assets	
Fixed Assets	
Construction In Progress	-174,471.37
Land	428,612.39
Buildings	2,779,606.34
Improvements	12,253,086.65
Machinery and Equipment	1,667,024.48
Accumulated Depreciation	-7,220,106.00
Total Fixed Assets	9,733,752.49
Total Fixed Assets	9,733,752.49
TOTAL ASSETS	13,664,853.22
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
BofA CC 2646-J. Evans	2,106.77
BofA CC 4046-R. DeMartini	243.87
BofA CC 6111- K LeBlanc	2,295.18

City of Loyalton
Balance Sheet
As of September 30, 2022

	Sep 30, 22
BofA CC 8784-S. Heywood	293.72
Total Credit Cards	4,939.54
Other Current Liabilities	
Unearned Revenue - Proprietar	
Water Ent. Unapplied Credits	2,510.36
Sewer Ent. Unapplied Credits	3,765.53
Total Unearned Revenue - Proprietar	6,275.89
Unearned Revenue-FEMA Advance	64,083.00
Due to Other Funds	764,015.90
Accrued Bond Interest Payable	63,288.86
Payroll Liabilities	
State Taxes	-827.36
Federal Taxes	-2,320.38
Payroll Liabilities - Other	3,656.87
Total Payroll Liabilities	509.13
Total Other Current Liabilities	898,172.78
Total Current Liabilities	903,112.32
Long Term Liabilities	
Sierra Co 18/19 Audit Payable	33,227.66
Community Leasing Partners	70,000.00
Bonds Payable	
USDA 92-07	3,022,000.00
Note Payable- Water Proj 91-05	923,000.00
USDA Sewer 92-01	738,738.00
USDA Sewer 92-03	110,891.00
Total Bonds Payable	4,794,629.00
Total Long Term Liabilities	4,897,856.66
Total Liabilities	5,800,968.98
Equity	
Unassigned (Fund Equity)	
Transfer Out From Fire Reserve	-95,638.37
Transfer Out From WWTP Reserve	-17,550.00
Unassigned (Fund Equity) - Other	222,134.35
Total Unassigned (Fund Equity)	108,945.98
Reserved Funds	
Debt Service Reserve	350,878.00
Total Reserved Funds	350,878.00
Invested in Fixed Assets	4,350,253.81
Unreserved Fund Balance	3,362,715.66
Net Income	-308,909.21
Total Equity	7,863,884.24
TOTAL LIABILITIES & EQUITY	13,664,853.22

Type	Date	Num	Name	Memo	Paid Amount
Enterprise Loan MM 0559					
Check	09/30/2022			Service Charge	-2.00
Bill Pmt -Check	09/01/2022	EFT	USDA	Case 04-046-0946000364, 91-05 Auto Pay (Interest &...	-42,415.75
Total Enterprise Loan MM 0559					
General Funds					
General Checking 1956- NEW					
Bill Pmt -Check	09/02/2022		Gary Price	QuickBooks generated zero amount transaction for bil...	0.00
Bill Pmt -Check	09/02/2022		Midwest Fire	QuickBooks generated zero amount transaction for bil...	0.00
Check	09/30/2022			Service Charge	-2.00
Bill Pmt -Check	09/22/2022	EFT	CALPERS	1002204943 - Payment confirmation number	-271.29
Liability Check	09/01/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 725538378	-318.42
Liability Check	09/01/2022	E-pay	US Treasury-941	94-6000364 QB Tracking # 725597378	-2,252.14
Liability Check	09/01/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 725650378	-43.88
Liability Check	09/01/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 747032378	-5.35
Liability Check	09/01/2022	E-pay	US Treasury-941	94-6000364 QB Tracking # 747059378	-29.38
Liability Check	09/01/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 747107378	-2.19
Liability Check	09/13/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 1708842774	-326.63
Liability Check	09/13/2022	E-pay	US Treasury-941	94-6000364 QB Tracking # 1708862774	-2,265.06
Liability Check	09/13/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 1708871774	-45.43
Liability Check	09/29/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 1222019378	-303.94
Liability Check	09/29/2022	E-pay	US Treasury-941	94-6000364 QB Tracking # 1222085378	-2,185.24
Liability Check	09/29/2022	E-pay	Employment Development Depar...	69817369 QB Tracking # 1222109378	-41.65
Bill Pmt -Check	09/01/2022	7724	Darlene Riede	September 2022 City Council	-150.00
Bill Pmt -Check	09/01/2022	7725	Donald Yegge Retiree	September 2022 Pension Payment	-537.69
Bill Pmt -Check	09/01/2022	7726	Jerry Gerow	September 2022 City Council	-150.00
Bill Pmt -Check	09/01/2022	7727	John Cussins Retiree	September 2022 Pension Payment	-1,226.83
Bill Pmt -Check	09/01/2022	7728	Joy Markum	September 2022 City Council	-150.00
Bill Pmt -Check	09/01/2022	7729	Kathy LeBlanc	September 2022 City Council	-150.00
Bill Pmt -Check	09/01/2022	7730	Orville McGarity Retiree	September 2022 Pension Payment	-280.97
Bill Pmt -Check	09/01/2022	7731	Patsy Jardin Retiree	September 2022 Pension Payment	-2,000.79
Bill Pmt -Check	09/01/2022	7732	Sarah Jackson	September 2022 Pension Payment	-150.00
Paycheck	09/01/2022	7733	Bennett, Kenneth E	VOID:	-2,076.00
Paycheck	09/01/2022	7734	LeBlanc, Katherine L	VOID:	0.00
Paycheck	09/01/2022	7735	Lundy, Justus		-1,179.75
Paycheck	09/01/2022	7736	Morris, Gina-Marie L		0.00
Paycheck	09/01/2022	7737	Morris, Raymond J		-1,227.60
Paycheck	09/01/2022	7738	Reeves, Jonathan		-1,680.33
Paycheck	09/01/2022	7739	LeBlanc, Katherine L		-631.75

Type	Date	Num	Name	Memo	Paid Amount
Paycheck	09/01/2022	7740	Morris, Gina-Marie L		-1,445.50
Bill Pmt -Check	09/06/2022	7742	CALPERS	VOID: 9/22/22 Returned, Wrong address, Paid online vi...	0.00
Bill Pmt -Check	09/06/2022	7743	Farr West Engineering		-15,826.00
Bill Pmt -Check	09/06/2022	7744	Liberty Utilities		-6,831.09
Bill Pmt -Check	09/06/2022	7745	Nason's Scanning Service LLC		-550.00
Bill Pmt -Check	09/06/2022	7746	Sierra County Auditor	Police Contract	-1,250.00
Bill Pmt -Check	09/06/2022	7747	Sierra Valley Home Center	1100	-337.17
Bill Pmt -Check	09/06/2022	7748	Verizon Wireless	370745244-000001	-38.01
Bill Pmt -Check	09/06/2022	7749	Liberty Utilities	Street Lights	-1,757.35
Bill Pmt -Check	09/06/2022	7750	Pitney Bowes Lease	06/30/22-09/29/22	-164.55
Bill Pmt -Check	09/13/2022	7751	Alpine Fire Services, Inc.		-811.19
Bill Pmt -Check	09/13/2022	7752	Bank of America	5472064000010235	-2,560.31
Bill Pmt -Check	09/13/2022	7753	HUNT & SONS, INC	90582	-1,516.60
Bill Pmt -Check	09/13/2022	7754	Napa Sierra	02390	-31.09
Bill Pmt -Check	09/13/2022	7755	Plumas-Sierra Telecomm.		-218.00
Bill Pmt -Check	09/13/2022	7756	Plumas Sierra Rural Electric		-6,138.85
Bill Pmt -Check	09/13/2022	7757	Porter Simon Professional Servic...	92132-13200M	-1,075.00
Bill Pmt -Check	09/13/2022	7758	Silver State Analytical Laboratori...	Effluent	-70.00
Paycheck	09/15/2022	7759	Bennett, Kenneth E		-2,076.00
Paycheck	09/15/2022	7760	LeBlanc, Katherine L		-556.05
Paycheck	09/15/2022	7761	Lundy, Justus		-1,144.63
Paycheck	09/15/2022	7762	Morris, Gina-Marie L		-1,430.40
Paycheck	09/15/2022	7763	Morris, Raymond J		-1,366.82
Paycheck	09/15/2022	7764	Reeves, Jonathan		-1,691.35
Bill Pmt -Check	09/20/2022	7765	AT&T Fire Landline BAN 9343	BAN 9391059343	-31.24
Bill Pmt -Check	09/20/2022	7766	AT&T Fire Pager BAN 54523	BAN 9391054523	-24.87
Bill Pmt -Check	09/20/2022	7767	AT&T Sewer BAN 54522	08/12/22-09/11/22	-49.25
Bill Pmt -Check	09/20/2022	7768	Intermountain Disposal, Inc.		-191.70
Bill Pmt -Check	09/20/2022	7769	Joy Markum	Check 7728 Stop payment and reissue - Check has b...	-150.00
Bill Pmt -Check	09/20/2022	7770	Kelly Champion	AP, PR, financial drafts for meeting, payroll, misc.	-1,470.00
Bill Pmt -Check	09/20/2022	7771	Les Schwab	Tractor Tires	-809.46
Bill Pmt -Check	09/20/2022	7772	Napa Auto	VOID: Batt Isolator Switch for Backhoe - ***See notes ...	0.00
Bill Pmt -Check	09/20/2022	7773	Office Depot Business Credit	6011566601303179	-115.27
Bill Pmt -Check	09/20/2022	7774	Pitney Bowes Inc Purchase Power	8000-9000-0953-9911	-176.00
Bill Pmt -Check	09/20/2022	7775	Silver State Analytical Laboratori...		-140.00
Bill Pmt -Check	09/20/2022	7776	USA Blue Book	7day Circular Chart	-78.83
Bill Pmt -Check	09/20/2022	7777	Xerox Corporation	951429299	-248.58
Bill Pmt -Check	09/26/2022	7778	Current Electric & Alarm, Inc.		-120.00
Bill Pmt -Check	09/26/2022	7779	Silver State Analytical Laboratori...		-1,137.00

3:36 PM
 10/11/22
 Cash Basis

City of Loyaltton
Bills Paid
 As of September 30, 2022

Type	Date	Num	Name	Memo	Paid Amount
Bill Pmt -Check	09/26/2022	7780	Donald Yegge Retiree	Refund withholdings balance - gml	-160.00
Bill Pmt -Check	09/26/2022	7781	Patsy Jardin Retiree	Refund withholdings balance - gml	-193.80
Paycheck	09/29/2022	7782	Bennett, Kenneth E		-2,098.28
Paycheck	09/29/2022	7783	LeBlanc, Katherine L		-632.02
Paycheck	09/29/2022	7784	Lundy, Justus		-1,227.93
Paycheck	09/29/2022	7785	Morris, Gina-Marie L		-1,340.78
Paycheck	09/29/2022	7786	Morris, Raymond J		-1,279.55
Paycheck	09/29/2022	7787	Reeves, Jonathan		-1,551.38
Bill Pmt -Check	09/28/2022	7797	Postmaster	Water Sewer Billing	-149.16
Total General Checking 1956- NEW					-81,945.37
General Contingency Saving 0322					
Total General Contingency Saving 0322					
Total General Funds					-81,945.37
Designated Funds					
WWTP Settlement MM 4321					
Total WWTP Settlement MM 4321					
WWTP Construction 1990					
Total WWTP Construction 1990					
FEMA Flood Savings 0059					
Total FEMA Flood Savings 0059					
Total Designated Funds					
TOTAL					-124,363.12

City of Loyalton
Credit Card Detail
September 2022

3:39 PM
10/11/22
Accrual Basis

Type	Date	Num	Adj	Name	Memo	Class	Clr	Split	Debit	Credit	Balance
BoFA CC 2646-J. Evans											
Credit Card Charge	09/02/2022			Los Dos Hermanos	Preposition 2022 #2			Fire Fighting Exp - Misc		125.99	125.99
Credit Card Charge	09/03/2022			Sierra Valley Home	Housewares - Cash????			Operating Supplies		20.37	146.36
Credit Card Charge	09/03/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		112.81	259.17
Credit Card Charge	09/04/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		358.71	617.88
Bill	09/04/2022			Bank of America	5472 0635 7815 2646	General F		Accounts Payable	105.23	99.74	518.14
Credit Card Charge	09/05/2022			Whites Sierra Station	Preposition 2022 #2			Fuel		43.50	561.64
Credit Card Charge	09/05/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		77.22	638.86
Credit Card Charge	09/05/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		70.01	708.87
Credit Card Charge	09/05/2022			The Farmhouse	Preposition 2022 #2			Fire Fighting Exp - Misc		212.00	920.87
Credit Card Charge	09/05/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		38.12	959.00
Credit Card Charge	09/05/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		694.33	1653.33
Credit Card Charge	09/06/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		27.28	1680.61
Credit Card Charge	09/07/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		123.34	1803.95
Credit Card Charge	09/07/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		102.11	1906.06
Credit Card Charge	09/07/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		92.24	1998.30
Credit Card Charge	09/08/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		98.31	2096.61
Credit Card Charge	09/08/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		188.76	2285.37
Credit Card Charge	09/09/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		85.59	2370.96
Credit Card Charge	09/09/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		90.68	2461.64
Credit Card Charge	09/09/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		30.49	2492.13
Credit Card Charge	09/09/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		128.70	2620.83
Credit Card Charge	09/09/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		122.27	2743.10
Credit Card Charge	09/10/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		164.09	2907.19
Credit Card Charge	09/10/2022			Golden West Dining	Preposition 2022 #2			Fire Fighting Exp - Misc		47.19	2954.38
Credit Card Charge	09/16/2022			Postmaster	Preposition #2 - Tracking 7019 0700 000			Fire Fighting Exp - Misc		6.16	2,001.54
Total BoFA CC 2646-J. Evans									105.23	2,106.77	2,001.54
BoFA CC 4046-R. DeMartini											
Bill	09/04/2022			Bank of America	5472-0635-8192-4046 RD (10.05.2019-1	General F		Accounts Payable	1,140.43		-1,140.43
Credit Card Charge	09/06/2022			Whites Sierra Station	Preposition 2022 #2			Fire Fighting Exp - Misc		39.85	-1,100.58
Credit Card Charge	09/12/2022	3858639		Amazon				Operating Supplies		11.79	-1,088.79
Credit Card Charge	09/12/2022	9966634		Amazon	Returning 2-Whaei Chocks per R. DeMart			Operating Supplies	75.06	267.29	-821.50
Credit Card Credit	09/20/2022	9966634		Amazon				Operating Supplies		267.29	-896.56
Total BoFA CC 4046-R. DeMartini									1,215.49	318.93	-896.56
BoFA CC 6111- K LeBlanc											
Credit Card Charge	09/01/2022			Nextiva	Invoice needed		X	-SPLIT-		104.85	104.85
Bill	09/04/2022			Bank of America	547206357776111(KL)06 05 07 04.22	General F		Accounts Payable	1,314.65		-1,209.80
Credit Card Charge	09/06/2022	27523		Quill	Fire Department - Paper towels, hand soap			Operating Supplies		55.72	-1,154.08
Credit Card Charge	09/06/2022	27523		Microsoft	Fire Department - toilet paper			Office Expense		12.50	-1,141.58
Credit Card Charge	09/07/2022	27523		Quill	Fire Department - toilet paper			Operating Supplies		16.72	-1,124.86
Credit Card Charge	09/15/2022	27842		Scheels	Approved - Jerry			Operating Supplies		277.12	-847.74
Credit Card Charge	09/16/2022	27842		Quill	PO 7046 - File Folders			-SPLIT-		26.79	-874.53
Credit Card Charge	09/25/2022			Inlut Inc.	Payroll			-SPLIT-		10.00	-884.53
Credit Card Charge	09/26/2022			AmazonPrime				Dues and Subscriptions		16.08	-900.61
Credit Card Charge	09/28/2022			Whites Sierra Station	Wrongfully charged to the City of Loyalton			-SPLIT-		883.68	-1784.29
Credit Card Credit	09/28/2022	11150		Whites Sierra Station	Emergency Supplies for Willow St water			Miscellaneous	15.33	883.68	-1799.62
Credit Card Charge	09/30/2022			Jefferson Supply Co				Operating Supplies		1,011.90	-888.72
Total BoFA CC 6111- K LeBlanc									1,329.98	2,415.36	1,085.38
BoFA CC 8784-S. Heywood											
Credit Card Charge	09/07/2022	88001		Ed Steinhoff Repair				Fire Fighting Exp - Misc		19.34	19.34
Credit Card Charge	09/07/2022			O'Reilly Auto Parts				Fire Fighting Exp - Misc		43.08	62.42
Credit Card Charge	09/07/2022			Harbor Freight				Fire Fighting Exp - Misc		31.30	93.72
Credit Card Charge	09/08/2022			Whites Sierra Station				Fire Fighting Exp - Misc		100.00	193.72
Credit Card Charge	09/08/2022			Whites Sierra Station				Fire Fighting Exp - Misc		100.00	293.72
Total BoFA CC 8784-S. Heywood									0.00	293.72	293.72
TOTAL									2,650.70	5,134.78	2,484.08

	General				Enterprise						
	Jul 22 - Jun 23 Proposed Budget	General Fund		Streets		Fire		Water		Sewer	
		7/1/22-10/10/22 Actuals	7/1/22-10/10/22 Actuals	21/22 Budget	7/1/22-10/10/22 Actuals	21/22 Budget	7/1/22-10/10/22 Actuals	21/22 Budget	7/1/22-10/10/22 Actuals	21/22 Budget	7/1/22-10/10/22 Actuals
Income											
Transfer in From WWTP Reserve	50,000.00	12,400.00									
Transfer in From CalTrust	81,139.02										
Transfer in From Enterprise MM	276,860.98										
Transfer in From Fire Reserve											
Transfer in to Fire Department	10,000.00				10,000.00						
Transfer out to Fire Department	(10,000.00)	(10,000.00)									
Donations		30.00									
Building Permits											
Property Taxes	6,360.61	6,360.61	45,000.00								
License & Fee Revenues	5,526.35	5,526.35	80,000.00								
Intergovernmental - Federal											
Corona Fiscal Recovery Funds											
Other Federal Grants											
Total Intergovernmental - Federal											
Intergovernmental - State											
LEAP Grant Revenue	1,459.27	1,459.27	1,459.27								
Road Maintenance & Rehab	2,584.01		15,000.00								
VLF Swap			31,000.00								
Traffic Congestion Relief											
Highway Users Tax	5,006.21	5,006.21	20,000.00								
Total Intergovernmental - State	9,049.49	1,459.27	66,000.00								
Enterprise Income											
Sewer Service Income	96,812.48		400,000.00								
Water Service Income	73,579.94		300,000.00								
Charges for Services Misc.	2,253.77										
Total Enterprise Income	172,646.19		700,000.00								
Charges for Current Services											
Permit & Fee Revenue	1,330.00	4,500.00									
Copies & Faxes	61.85	500.00									
Cemetery	250.00	250.00									
Rent Income	4,020.00	4,020.00	15,000.00								
Other	2,548.81	1,493.50									
Service Area Revenue - Fire Prot		46,850.00									
Total Charges for Current Services	7,960.66	68,593.50									
Revenue Use of Money & Property	4,127.24	5,250.00									
Miscellaneous Revenue	6,464.50	5,000.00									
Total Income	212,165.04	1,379,302.77	154,109.27	7,590.22	66,000.00	12,557.91	57,493.50	73,591.59	676,700.00	103,165.66	425,000.00
Expense											
Late Fee	21.29	21.29									
Tools & Equipment	15.82	5,750.00									
Repairs & Maintenance	24,006.74	394,000.00	5,000.00	2,250.00	1,000.00	15.82	1,000.00	2,000.00	2,000.00	16.66	500.00
Building Repairs	65.39	6,700.00	6,200.00	10,000.00	2,000.00	255.09	2,000.00	375,000.00	500.00		
Penalties & Interest											
Utilities	46,422.63	160,000.00	15,000.00	6,047.73	25,000.00	1,721.17	6,000.00	27,109.46	80,000.00	9,970.83	34,000.00
Equipment Repair & Maintenance	4,748.76	18,650.00	500.00	5,000.00	5,000.00	454.07	5,000.00	2,375.24	3,150.00	1,749.09	5,000.00
Taxes											
Solid Waste Benefit Assessment	4,875.59	9,483.60	6,837.50	265.44	530.88	507.61	1,015.22	152.62	200.00	531.17	900.00
Taxes - Other											
Total Taxes	4,875.59	9,483.60	6,837.50	265.44	530.88	507.61	1,015.22	152.62	200.00	531.17	900.00
Salaries and Wages	68,945.11	243,607.77	52,164.27	960.09	8,800.00	482.96	993.50	19,919.22	88,000.00	32,940.31	93,650.00
Employee Benefits	16,435.12	50,000.00	12,400.00	4,041.60				6,196.80	18,600.00	6,196.72	19,000.00
Services and Supplies											

	7/1/22-10/10/22 Actuals	Jul 22 - Jun 23 Proposed Budget	General						Enterprise			
			General Fund		Streets		Fire		Water		Sewer	
			7/1/22-10/10/22 Actuals	2/1/22 Budget	7/1/22-10/10/22 Actuals	2/1/22 Budget	7/1/22-10/10/22 Actuals	2/1/22 Budget	7/1/22-10/10/22 Actuals	2/1/22 Budget	7/1/22-10/10/22 Actuals	2/1/22 Budget
Postage	1,023.21	4,350.00	235.31	750.00					393.95	1,800.00	393.95	1,800.00
Advertising												
Automobile Expense	4,207.38	9,800.00	662.75	800.00					1,002.02	1,500.00	2,111.76	2,000.00
Bank Service Charges	93.00	175.00	79.00	75.00					6.00	50.00	8.00	50.00
Chemicals	2,846.66	8,000.00							2,770.05	8,000.00	76.61	8,000.00
Contracted Services	35,716.95	95,000.00	18,338.70	45,000.00					6,004.00	25,000.00	7,276.75	15,000.00
Dues and Subscriptions	348.24	2,920.00	48.24	120.00					150.00	1,800.00	150.00	1,800.00
Insurance	109,235.35	123,000.00	20,722.14	25,000.00					26,714.78	32,000.00	33,443.76	32,000.00
Licenses and Permits	712.00	25,000.00							712.00	4,000.00		21,000.00
Miscellaneous												
Office Expense	1,763.05	7,200.00	796.10	3,000.00					475.25	2,000.00	475.25	2,000.00
Repairs												
Operating Supplies	3,935.83	9,033.90	221.23	500.00					444.69	2,000.00	2,113.09	1,000.00
Telephone	787.39	3,670.00	99.67	400.00					187.18	1,000.00	332.57	1,600.00
Training												
Travel	28.25	300.00	28.25	300.00								
Total Services and Supplies	160,697.31	288,448.90	41,231.39	75,945.00	5,871.42	14,419.12	28,352.84	41,484.78	38,859.92	79,150.00	46,381.74	77,450.00
Total Expense	326,233.76	1,176,640.27	65,569.84	174,046.77	13,144.68	66,000.00	31,789.56	57,493.50	117,943.16	646,100.00	97,786.52	233,000.00
Net Ordinary Income	(114,068.72)	202,662.50	(50,310.18)	(19,937.50)	(5,554.46)	-	(19,231.65)	-	(44,351.57)	30,600.00	5,379.14	192,000.00
Other Income/Expense												
Other Income												
CDAA Grant												
Fire Fighting Revenue	(3,024.60)								(3,024.60)			
Sale of Asset	1,500.00		1,500.00									
Total Other Income	(1,524.60)	-	1,500.00	-	-	-	(3,024.60)	-	-	-	-	-
Other Expense												
CDAA Expenses												
Debt Service	169,453.88	300,536.20								62,000.00	169,453.88	223,000.00
Capital Outlay												
Total Other Expense	169,453.88	300,536.20	-	-	-	-	15,536.20	15,536.20	-	62,000.00	169,453.88	223,000.00
Net Other Income	(170,978.48)	(300,536.20)	1,500.00	-	(3,024.60)	(15,536.20)	(15,536.20)	(15,536.20)	(44,351.57)	(62,000.00)	(169,453.88)	(223,000.00)
Net Income	(285,047.20)	(97,873.70)	(48,810.18)	(19,937.50)	(5,554.46)	-	(22,256.25)	(15,536.20)	(44,351.57)	(31,400.00)	(164,074.74)	(31,000.00)

City of Loyaltan
Revenues & Expenditures - General
 July 1 through October 12, 2022

	Jul 1 - Oct 1...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Transfer Out From General Fund	-10,000.00	-10,000.00	0.00	100.0%
Donations	30.00	0.00	30.00	100.0%
Property Taxes	6,360.61	45,000.00	-38,639.39	14.1%
License & Fee Revenues	5,526.35	80,000.00	-74,473.65	6.9%
Intergovernmental - State	1,459.27	1,459.27	0.00	100.0%
Charges for Current Services	5,476.85	20,250.00	-14,773.15	27.0%
Revenue Use of Money & Property	11.27	0.00	11.27	100.0%
Miscellaneous Revenue	6,464.50	5,000.00	1,464.50	129.3%
Total Income	<u>15,328.85</u>	<u>141,709.27</u>	<u>-126,380.42</u>	<u>10.8%</u>
Gross Profit	15,328.85	141,709.27	-126,380.42	10.8%
Expense				
Late Fee	21.29	0.00	21.29	100.0%
Repairs & Maintenance	93.48	5,000.00	-4,906.52	1.9%
Building Repairs	65.39	6,200.00	-6,134.61	1.1%
Utilities	1,641.75	15,000.00	-13,358.25	10.9%
Equipment Repair & Maintenance	170.36	500.00	-329.64	34.1%
Taxes	3,418.75	6,837.50	-3,418.75	50.0%
Salaries and Wages	14,642.53	52,164.27	-37,521.74	28.1%
Employee Benefits	4,041.60	12,400.00	-8,358.40	32.6%
Services and Supplies	41,377.69	75,945.00	-34,567.31	54.5%
Total Expense	<u>65,472.84</u>	<u>174,046.77</u>	<u>-108,573.93</u>	<u>37.6%</u>
Net Ordinary Income	-50,143.99	-32,337.50	-17,806.49	155.1%
Other Income/Expense				
Other Income				
Sale of Assets	1,500.00	0.00	1,500.00	100.0%
Total Other Income	<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>100.0%</u>
Net Other Income	<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>100.0%</u>
Net Income	<u><u>-48,643.99</u></u>	<u><u>-32,337.50</u></u>	<u><u>-16,306.49</u></u>	<u><u>150.4%</u></u>

City of Loyalton
Revenues & Expenditures - Streets & Highways
 July 1 through October 12, 2022

	<u>Jul 1 - Oct 1...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Intergovernmental - State	7,590.22	66,000.00	-58,409.78	11.5%
Total Income	<u>7,590.22</u>	<u>66,000.00</u>	<u>-58,409.78</u>	<u>11.5%</u>
Gross Profit	7,590.22	66,000.00	-58,409.78	11.5%
Expense				
Tools & Equipment	0.00	2,250.00	-2,250.00	0.0%
Repairs & Maintenance	0.00	10,000.00	-10,000.00	0.0%
Utilities	6,047.73	25,000.00	-18,952.27	24.2%
Equipment Repair & Maintenance	0.00	5,000.00	-5,000.00	0.0%
Taxes	265.44	530.88	-265.44	50.0%
Salaries and Wages	960.09	8,800.00	-7,839.91	10.9%
Services and Supplies	5,871.42	14,419.12	-8,547.70	40.7%
Total Expense	<u>13,144.68</u>	<u>66,000.00</u>	<u>-52,855.32</u>	<u>19.9%</u>
Net Ordinary Income	<u>-5,554.46</u>	<u>0.00</u>	<u>-5,554.46</u>	<u>100.0%</u>
Net Income	<u><u>-5,554.46</u></u>	<u><u>0.00</u></u>	<u><u>-5,554.46</u></u>	<u><u>100.0%</u></u>

8:23 AM

10/12/22

Accrual Basis

City of Loyalton
Revenues & Expenditures - Fire
 July 1 through October 12, 2022

	Jul 1 - Oct 1...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Transfer in to Fire Department	10,000.00	10,000.00	0.00	100.0%
Charges for Current Services	2,548.81	47,343.50	-44,794.69	5.4%
Revenue Use of Money & Property	13.50	150.00	-136.50	9.0%
Total Income	<u>12,562.31</u>	<u>57,493.50</u>	<u>-44,931.19</u>	<u>21.8%</u>
Gross Profit	12,562.31	57,493.50	-44,931.19	21.8%
Expense				
Tools & Equipment	15.82	1,000.00	-984.18	1.6%
Repairs & Maintenance	255.09	2,000.00	-1,744.91	12.8%
Utilities	1,753.21	6,000.00	-4,246.79	29.2%
Equipment Repair & Maintenance	454.07	5,000.00	-4,545.93	9.1%
Taxes	507.61	1,015.22	-507.61	50.0%
Salaries and Wages	482.96	993.50	-510.54	48.6%
Services and Supplies	28,352.84	41,484.78	-13,131.94	68.3%
Total Expense	<u>31,821.60</u>	<u>57,493.50</u>	<u>-25,671.90</u>	<u>55.3%</u>
Net Ordinary Income	<u>-19,259.29</u>	<u>0.00</u>	<u>-19,259.29</u>	<u>100.0%</u>
Net Income	<u><u>-19,259.29</u></u>	<u><u>0.00</u></u>	<u><u>-19,259.29</u></u>	<u><u>100.0%</u></u>

City of Loyalton
Revenues & Expenditures - Enterprise
 July 1 through October 12, 2022

8:35 AM
 10/12/22
 Accrual Basis

	Total Sewer Fund 7580-1 (Enterprise Funds)			Total Water Fund 7520-1 (Enterprise Funds)			Total Enterprise Funds			
	Jul 1 - Oct 12...	Budget	\$ Over Budget	% of Budget	Jul 1 - Oct 12...	Budget	\$ Over Budget	% of Budget	Jul 1 - Oct 12...	Budget
Ordinary Income/Expense										
Income	0.00	0.00	0.00	0.0%	0.00	0.00	-358,000.00	0.0%	0.00	358,000.00
Transfer to Enterprise Income	99,066.25	400,000.00	-300,933.75	24.8%	73,579.94	300,000.00	-226,420.06	24.5%	172,646.19	700,000.00
Charges for Current Services	0.00	1,000.00	-1,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	1,000.00
Revenue Use of Money & Property	4,098.71	5,000.00	-901.29	82.0%	11.65	100.00	-88.35	11.7%	4,110.36	5,100.00
Total Income	103,164.96	406,000.00	-302,835.04	25.4%	73,591.59	658,100.00	-584,508.41	11.2%	176,756.55	1,064,100.00
Gross Profit	103,164.96	406,000.00	-302,835.04	25.4%	73,591.59	658,100.00	-584,508.41	11.2%	176,756.55	1,064,100.00
Expense										
Tools & Equipment	0.00	500.00	-500.00	0.0%	0.00	2,000.00	-2,000.00	0.0%	0.00	2,500.00
Repairs & Maintenance	16.66	2,000.00	-1,983.34	0.8%	23,329.90	375,000.00	-351,670.10	6.2%	23,346.56	377,000.00
Building Repairs	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	500.00
Utilities	10,031.13	34,000.00	-23,968.87	29.5%	27,117.47	80,000.00	-52,882.53	33.9%	37,148.60	114,000.00
Equipment Repair & Maintenance	1,749.09	5,000.00	-3,250.91	35.0%	2,375.24	3,150.00	-774.76	75.4%	4,124.33	8,150.00
Taxes	531.17	900.00	-368.83	59.0%	152.62	200.00	-47.38	76.3%	683.79	1,100.00
Salaries and Wages	32,940.31	93,650.00	-60,709.69	35.2%	19,919.22	88,000.00	-68,080.78	22.6%	52,859.53	181,650.00
Employee Benefits	6,196.72	19,000.00	-12,803.28	32.6%	6,196.80	18,600.00	-12,403.20	33.3%	12,393.52	37,600.00
Services and Supplies	393.95	1,600.00	-1,406.05	21.9%	393.95	1,800.00	-1,406.05	21.9%	787.90	3,600.00
Postage	2,111.76	2,000.00	111.76	105.6%	1,002.02	1,500.00	-497.98	66.8%	3,113.78	3,500.00
Automobile Expense										
Bank Service Charges	8.00	50.00	-42.00	16.0%	6.00	50.00	-44.00	12.0%	14.00	100.00
Chemicals	76.61	0.00	76.61	100.0%	2,770.05	8,000.00	-5,229.95	34.6%	2,846.66	8,000.00
Contracted Services	7,276.75	15,000.00	-7,723.25	48.5%	6,004.00	25,000.00	-18,996.00	24.0%	13,280.75	48,000.00
Dues and Subscriptions	150.00	1,000.00	-850.00	15.0%	150.00	1,800.00	-1,650.00	8.3%	300.00	2,800.00
Insurance	33,443.76	32,000.00	1,443.76	104.5%	26,714.78	32,000.00	-5,285.22	83.5%	60,158.54	64,000.00
Licenses and Permits	0.00	21,000.00	-21,000.00	0.0%	712.00	4,000.00	-3,288.00	17.8%	712.00	25,000.00
Office Expense	547.39	2,000.00	-1,452.61	27.4%	547.39	2,000.00	-1,452.61	27.4%	1,094.78	4,000.00
Operating Supplies	2,113.09	1,000.00	1,113.09	211.3%	444.69	2,000.00	-1,555.31	22.2%	2,557.78	3,000.00
Telephone	332.57	1,600.00	-1,267.43	20.8%	187.18	1,000.00	-812.82	18.7%	519.75	2,600.00
Total Services and Supplies	46,453.88	77,450.00	-30,996.12	60.0%	38,932.06	79,150.00	-40,217.94	49.2%	85,385.94	156,600.00
Total Expense	97,918.96	233,000.00	-135,081.04	42.0%	118,023.31	646,100.00	-528,076.69	18.3%	215,942.27	879,100.00
Net Ordinary Income	5,246.00	173,000.00	-167,754.00	3.0%	-44,431.72	12,000.00	-56,431.72	-370.3%	-39,185.72	185,000.00
Other Income/Expense										
Debt Service	169,453.88	223,000.00	-53,546.12	76.0%	42,415.75	62,000.00	-19,584.25	68.4%	211,869.63	285,000.00
Total Other Expense	169,453.88	223,000.00	-53,546.12	76.0%	42,415.75	62,000.00	-19,584.25	68.4%	211,869.63	285,000.00
Net Other Income	-169,453.88	-223,000.00	53,546.12	76.0%	-42,415.75	-62,000.00	19,584.25	68.4%	-211,869.63	-285,000.00
Net Income	-164,207.88	-50,000.00	-114,207.88	328.4%	-86,847.47	-50,000.00	-36,847.47	173.7%	-251,055.35	-100,000.00

Acknowledgement of Approval, City of Loyalton

The City of Loyalton acknowledges approval of the below listed reconciled Plumas Bank Accounts

General Account (1956)	9/30/2022	(\$162,758.20)	Reconciled	10/11/2022
FEMA Flood Sav (0059)	9/20/2022	(\$55,471.39)	Reconciled	10/11/2022
F.D. Reserve (7243)	9/30/2022	(\$89,284.66)	Reconciled	10/11/2022
General Savings(0322)	9/20/2022	(\$29,446.36)	Reconciled	10/11/2022
Enterprise-W&S (0559)	9/30/2022	(\$286,525.03)	Reconciled	10/11/2022
WWTP Settle. (4387)	9/30/2022	(\$178,053.89)	Reconciled	10/11/2022
LAIF Account (496)	9/30/2022	(\$2,038,696.91)	Reconciled	10/11/2022
CalTrust (29130)	9/30/2022	(\$81,126.61)	Reconciled	10/11/2022

This authorization took place at the council meeting held on 10/18/22 and will be further reflected in the council minutes of this meeting.

Authorized Signature Sarah Jackson, Mayor, Dated 10/18/22

Acknowledgement of Approval, City of Loyalton

The City of Loyalton acknowledges approval of the below listed Transfer(s) of Funds.

Transfer From	Transfer To	Date	Amount
General Fund	Enterprise Loan MM 0559	10/07/2022	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	10/14/2022	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	10/21/2022	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	10/28/2022	
	Water		1,500.00
	Sewer		4,500.00
THIS TOTAL			\$24,000.00

This authorization took place at the council meeting held on 10/18/2022 and will be further reflected in the council minutes of this meeting.

Authorized Signature Sarah Jackson, Mayor, Dated 10/18/2022

**CITY COUNCIL,CITY OF LOYALTON,COUNTY OF SIERRA
STATE OF CALIFORNIA
RESOLUTION NO. 7-2022**

A Resolution of Confirmation Pursuant to Section 55501.1 of the California Water Code

WHEREAS, California Water Code Section 55501.1 authorizes the City of Loyalton to prepare a Report of Delinquent Fees; notify affected landowners; conduct a hearing; and, after hearing any objections, make any revisions or corrections to the Report, adopt a Resolution of Confirmation authorizing the final Report to be delivered to the Sierra County Auditor, who will add a charge of \$15 per parcel for the County's cost of collection; and

WHEREAS, upon recordation of a certified copy of the adopted Resolution of Confirmation, the delinquent fees become a lien on the real property to be collected by the County at the same time and in the same manner a property taxes; and

WHEREAS, the amount of uncollected water service fees 60-days past due has become significant, and collectability in question;

NOW, THEREFORE BE IT RESOLVED, the Loyalton City Council deems the approved Final Report just; and

BE IT FURTHER RESOLVED, the Final Report is hereby confirmed, and that a certified copy of this Resolution be recorded and;

BE IT FURTHER RESOLVED, The Final Report shall be delivered to the Sierra County Auditor.

PASSED AND ADOPTED this 18th day of October 2022, by the following vote:

AYES:

NOES:

ABSENT

Sarah Jackson, Mayor
City of Loyalton

ATTEST: Kathy Le Blanc
City Clerk

CITY OF LOYALTON

COUNTY OF SIERRA
210 FRONT STREET
PO BOX 178
LOYALTON, CALIFORNIA 96118
(530) 993-6750
FAX (530) 993-6752



OFFICE OF THE MAYOR

APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: Christopher McAlary
(First) (Middle) (Last)

Address: 10190 Covington Cross Dr. Las Vegas, NV 89144 Telephone: 855-264-2046

Name of Business: Coin Cloud

Nature of Business: install 2x2 sqft digital currency machine inside Leonards Market

State Contractors License No. N/A Resale License No: _____

Permanent Location of Business: 606 Main St. Loyalton CA 96118

Telephone: 855-264-2046

Is Business a Corporation or Partnership? Yes No

If so, please indicate the name(s), address(s), and title(s) of officer(s) or partner(s):

Christopher McAlary CEO

10190 Covington Cross Dr. Las Vegas, NV 89144

Annual Gross Receipts from Business \$ 20,000

(The City needs this information to determine the tax due per quarter. See schedule below.)

08/30/2022 _____ CEO

Date Signature Title

Sales or use tax may apply to your business activities. You may seek, written advice regarding the application of tax for your particular business by writing to the nearest State Board of Equalization office.

TAXES (Section 5.04.220 of Loyalton Municipal Code)

All businesses having gross receipts of:

- A. Less than \$10,000 annually Fee of \$ 60.00 per year
- B. Between \$10,000 and 50,000 annually Fee of \$100.00 per year
- C. Between \$ 50,000 and \$100,000 annually Fee of \$140.00 per year
- D. Between \$100,000 and \$150,000 annually - Fee of \$180.00 per year
- E. More than \$150,000 annually Fee of \$220.00 per year

Fee received 9-18-22
Date received 100.00

City Clerk: Kay Be Date: 9-18-22

CITY OF LOYALTON

COUNTY OF SIERRA
210 FRONT STREET
PO BOX 128
LOYALTON, CALIFORNIA 96118
(530) 993-6750
FAX (530) 993-6752



OFFICE OF THE MAYOR

APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: Nickolas Phillips
(First) (Middle) (Last)

Address: 2683 Via De La Valle, Ste 321G, Del Mar, CA 92014 Telephone: 858-964-6472

Name of Business: Powur PBC DBA Powur Home Construction

Nature of Business: State licensed contractor primarily specializing in solar and home improvement

State Contractors License No. 1060243 Resale License No. _____

Permanent Location of Business: 2683 Via De La Valle, Ste 321G, Del Mar, CA 92014

Telephone: 858-964-6472

Is Business a Corporation or Partnership? Yes No

If so, please indicate the name(s), address(s), and title(s) of officer(s) or partner(s):

Nickolas Phillips President 2683 Via De La Valle, Ste 321G, Del Mar, CA 92014 858-977-5947

Annual Gross Receipts from Business \$ 150,000.00

(The City needs this information to determine the tax due per quarter. See schedule below.)

9/13/2022

Date

DocuSigned by:
Nickolas Lloyd Phillips
62301672748240E

Signature

President

Title

Sales or use tax may apply to your business activities. You may seek written advice regarding the application of tax for your particular business by writing to the nearest State Board of Equalization office.

TAXES (Section 5.04.220 of Loyalton Municipal Code)

All businesses having gross receipts of:

- A. Less than \$10,000 annually - Fee of \$60.00 per year
- B. Between \$10,000 and 50,000 annually - Fee of \$100.00 per year
- C. Between \$ 50,000 and \$100,000 annually - Fee of \$140.00 per year
- D. Between \$100,000 and \$150,000 annually - Fee of \$180.00 per year
- E. More than \$150,000 annually - Fee of \$220.00 per year

Fee received _____

Date received _____

City Clerk: _____ Date: _____

October 1, 2022

Attn: Loyalton City Council

Re: Ad hoc Information Technology services requested

My name is Joel Tillman and I have been referred to Loyalton City Hall from a number of sources, as it had been made known that the city is looking for ad hoc information technology (IT) services. I have been in the IT industry going on 25 years and moved to Sierra Brooks approximately 2 years ago. After with speaking with Gina at City Hall, I am confident that I can help the City of Loyalton with its needs.

My hourly rate is \$125 per hour, which includes both projects as well as fixing problems.

If there is a problem, I will respond to said problem within 24 hours and either resolve or provide a clear path to resolution within 48 hours. Under normal circumstances, problems will get addressed quickly. However, if I end up out of town for the day, we will be looking at the higher end of the response time. If I go on an extended vacation, I will notify the city ahead of time to make sure all pending issues are buttoned up prior to my departure.

If you have any questions, please feel free to reach out to me. My telephone number is 707-815-6536 and my email address is joeltillman@me.com

Thank you and I look forward to working with you.