

MEMORANDUM OF UNDERSTANDING  
RE  
LAW ENFORCEMENT FOR CITY OF LOYALTON

This Memorandum of Understanding is made and entered into as of this 1st day of December, ~~2009~~2018, by and between the County of Sierra (County) and the City of Loyalton (City) and is for the express purpose of establishing the terms and conditions under which the County, through the County Sheriffs Office (Sheriff), will provide law enforcement within the boundaries of the City.

**RECITALS:**

WHEREAS, the City of Loyalton is the sole incorporated city within the County with a present population of approximately 800 residents. As a small entity, the City is not presently equipped, in terms of funding, staffing and other resources, to provide law enforcement within the City limits and has historically relied on the County, through the Sheriffs Office to provide law enforcement within the City. The City population is approximately 25% of the total population of the County. The City has historically provided limited funding to the County to partially pay for the law enforcement services within the City, primarily consisting of \$100,000 received by the City from COPS funds and, during the most recent years, City has committed ~~\$20,800~~\$2,500.00 per month from the City's general fund. However the funding provided by the City is ~~approximately only 5.6% of the total budget of approximately \$2,160,897 for fiscal year 2009-2010, for the operation of the Sheriffs Office and is~~ not commensurate with the City's percentage of the total County population. Funding for the Sheriffs Office is from the County general fund, from various grants and cooperative agreements with other agencies, including \_\_\_\_\_ from the City. It is the intent of the City and the County to continue to have the Sheriffs Office provide law enforcement in the City and that the City will not maintain a separate police Office to provide law enforcement within the City.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. COUNTY OBLIGATIONS.

A. County Sheriffs Office will, subject to its staffing and budgetary limitations, continue to provide general law enforcement services within the City, in a manner that is consistent with the resources available to the Office. Law enforcement services will generally be consistent with the service levels provided in other (unincorporated) portions of the County. As used herein the general law enforcement services are intended to include the discretionary enforcement of the penal laws of the State, but are not intended to include other services or activities that are not provided within the County; provided however that the Sheriff shall provide traffic enforcement, animal control and for enforcement of City ordinances as budgetary, staffing and

other work responsibilities may allow. ~~In addition, to the extent that the Sheriffs Office provides animal control services within the unincorporated area of the County, this MOU shall not include the Sheriffs Office providing those services within the City. If animal control services are to be provided by the Sheriffs Office, those services shall be addressed in a separate agreement between the County and the City.~~

B. County agrees to indemnify, defend and hold harmless the City and its officers and employees as to any claim; demand, litigation or legal proceeding of any nature whatsoever filed or threatened against the City and its officers and employees as a result of any act, error or omission arising from their acts or failures to act under the provisions of this MOU, including without limitation all costs, expenses, City staff time and attorneys' fees incurred with regard thereto.

C. This MOU is not intended nor shall it be construed as providing any commitment or guarantee as to the level of law enforcement personnel and/or to the effectiveness of the law enforcement services in providing for public safety or in the enforcement of the penal laws of the state. The MOU shall not provide for and is not intended to be relied upon by the City and/or any third party in terms of the level of law enforcement services and/or the protection and safety of the City and the community and specifically shall not be a basis for any litigation by the City or any third party against the County, the Sheriff and the Sheriffs Office for failure to protect, failure to maintain the peace, or to enforcement the penal laws.

D. County shall maintain a policy of errors and omissions insurance providing insurance coverage for any errors or omissions on the part of the City and the County and their respective officials and employees in the performance or failure to perform of their legal obligations with regard to the law enforcement services provided under this MOU. City shall be named as an additional insured as to any such policy. The policy shall provide coverage in the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00).

## 2. CITY OBLIGATIONS.

A. City shall annually pay to the County Thirty Thousand Dollars (\$30,000.00) at the rate of Two Thousand Five Hundred Dollars (\$2,500.00) per month a sum that that is equal to five percent of the City's general fund revenues in each year. City shall pay to the County the actual costs incurred by the County to shelter animals pursuant to its agreement with the Town of Truckee within thirty (30) days of receipt of an invoice from the County. In addition, the City shall pay to the County funds received by the City under the COPS grant program and from any other law enforcement grants that the City receives. Payments shall be due within 15 days of the City's receipt of such funds.

B. City agrees to indemnify, defend and hold harmless the County and its officers and employees as to any claim, demand, litigation or legal proceeding of any nature whatsoever filed or threatened against the County and its officers and employees as a result of any act, error or omission arising from their acts or failures to act under the provisions of this MOU, including without limitation all costs, expenses, County staff time and attorneys' fees incurred with regard

thereto.

C. City shall maintain a policy of errors and omissions insurance providing insurance coverage for any errors or omissions on the part of the City and the County and their respective officials and employees in the performance or failure to perform of their legal obligations with regard to the law enforcement services provided under this MOU. County shall be named as an additional insured as to any such policy. The policy shall provide coverage in the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00).

### 3. THIRD PARTIES.

The parties expressly acknowledge and agree that this MOU is not intended and shall not create any rights in anyone other than to the City and the County and that there shall not be any third party beneficiaries under this MOU. No individual, property owner or entity shall have any rights or standing to assert a benefit or duty to such individual, under this MOU.

### 4. EFFECTIVE DATE.

The MOU shall be effective on the date shown above and shall remain in effect until terminated by either of the parties. Either the City or the County may terminate this MOU by providing ninety (90) days advance written notice to the other of their election to terminate. Upon termination of this MOU, the provisions of Paragraphs 2 and 3 shall survive the termination of this MOU.

### 5. WAIVER.

A waiver by any party of any breach of any term, covenant or condition herein contained or a waiver of any right or remedy of such party available hereunder at law or in equity shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition herein contained or of any continued or subsequent right to the same right or remedy. No party shall be deemed to have made any such waiver unless it is in writing and signed by the party so waiving.

### 6. COMPLETENESS OF INSTRUMENT.

This MOU, together with its specific references and attachments, constitutes all of the agreements, understandings, representations, conditions, warranties and covenants made by and between the parties hereto. Unless set forth herein, neither party shall be liable for any representations made express or implied.

### 7. SUPERSEDES PRIOR AGREEMENTS.

It is the intention of the parties hereto that this MOU shall supersede any prior agreements, discussions, commitments, representations, or agreements, written or oral, between the parties hereto.

8. MODIFICATION.

No modification or waiver of any provisions of this MOU shall be effective unless such waiver or modification shall be in writing, signed by all parties, and then shall be effective only for the period and on the condition, and for the specific instance for which given.

9. JURISDICTION/VENUE.

It is agreed by the parties hereto that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof or for declaratory relief hereunder shall be filed and remain in a Court of competent jurisdiction in the County of Sierra, State of California.

10. CONTROLLING LAW.

The validity, interpretation and performance of this MOU shall be controlled by and construed under the laws of the State of California.

12. NOTICES.

All notices and demands of any kind which either party may require or desire to serve on the other in connection with this MOU must be served in writing either by personal service or by registered or certified mail, return receipt requested, and shall be deposited in the United States Mail, with postage thereon fully prepaid, and addressed to the party so to be served as follows:

If to "COUNTY":

Board of Supervisors  
County of Sierra  
Post Office Drawer D  
Downieville, CA 95936

and to COUNTY SHERIFF

Sierra County Sheriff  
Post Office 66  
Downieville, CA 95936

If to "CITY":

Mayor, City of Loyalton  
Loyalton City Hall  
Post Office Box 128  
Loyalton, CA 96118

IN WITNESS WHEREOF, the parties hereto have executed this MOU on the day here

first above written.

"COUNTY"

COUNTY OF SIERRA

By \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
HEATHER FOSTER  
Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
County Counsel

"CITY"

CITY OF LOYALTON

By \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
KATHY LEBLANC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



Shipping & Mailing

SendPro® C200

pitney bowes 

*New Machine: Same size + functionality of old machine but wireless that old machine not supported by many of the phone Co's any longer.*

# Make the smart sending choice every time.

## Eliminate guesswork with our all-in-one solution.

The SendPro C200 is the simplest, all-in-one technology for office mailing and package shipping. It's a complete sending solution that makes it easy to process mail and send packages all from one place. You'll be able to:

- Process daily mail and print postage quickly and accurately.
- Access USPS® shipping rates which offer discounts of up to 39% off retail rates\*.
- Compare options from three major carriers, like USPS and UPS®.
- Print shipping labels for three carriers right from the system.
- Track packages and costs across three major carriers in one consolidated report.

Plus, with the integrated scale you can accurately calculate postage and shipping charges for all of your letters, flats and packages. The C200 makes it easy for your office to consistently choose the ideal mailing or shipping option.

## Save money and eliminate overspend.

Using a color touchscreen display, the C200 makes your selections of carrier, class and services simple and accurate. For letter mail, simply select the postal class and services you want, then seal and print postage in one easy step. For larger items, you can compare each carrier's shipping options and print a shipping label. Plus, the C200 is digitally connected so you'll always be up-to-date with automatic postal and carrier updates, low ink alerts, service warnings and diagnostic notifications.



\*Actual savings may vary depending on weight, zone and services requested.



8344822 002

Agreement Number grid

Agreement Number

WSCA/NASPO FMV Lease Option C Agreement Account # 10

Your Business Information

CITY OF LOYALTON

94-6000364

Full Legal Name of Customer

DBA Name of Customer

Tax ID # (FEIN/ITIN)

PO BOX 126

LOYALTON

CA

96118-0128

Billing Address: Street

City

State

Zip+4

21620172882

Billing Contact Name

Billing Contact Phone #

Billing CAN #

210 FRONT ST

LOYALTON

CA

96118-0000

Installation Address (if different from billing address): Street

City

State

Zip+4

530-993-6750

19600219669

Installation Contact Name

Installation Contact Phone #

Installation CAN #

Kamy LeBlanc

530-993-6750

Fiscal Period (from - to)

Customer PO #

Delivery CAN #

Your Business Needs

Qty	Business Solution Description
1	Mail Stream Solution - 2
1	DM100 Desktop Mailing System
1	IntelliLink Interface / PSD for DM100
1	Accounting (10 Dept) Software
1	5 lb Integrated Weighing
1	Integrated Weighing Platform
1	pbSmartPostage Free
1	IntelliLink Subscription

- Check items to be included in customer's payment
- Equipment Maintenance (included with your payments for the initial term)  
Provides service coverage including certain parts and labor
  - Software Maintenance (1st year included)  
Provides revision updates and technical assistance
  - Soft-Guard® Subscription (included with your meter rental)  
Provides postal and carrier updates
  - IntelliLink® Subscription/Meter Rental  
Provides simplified billing and includes ( ) resets per year
    - ( ) Certification Service      Electronic access to postal certification service
    - (x) Purchase Power              Receive an invoice for postage, consolidated bills and enhanced management reporting information.

Your Payment Plan

Number Of Months	Monthly Amount *
First 60	\$48.94

(\*Does not include any applicable taxes)

- ( ) Required advance check of \$ ( ) received
- Tax Exempt?      State Tax (if applicable)
- ( ) Tax Exempt Certificate Attached
- ( ) Tax Exempt Certificate Not Required

Your Signature Below

By signing below, you agree to be bound by this FMV Lease Option C Agreement (the "Lease"). This Lease is made and entered into pursuant to your State's/Entity's Participating Addendum, which is made in connection with the WSCA/NASPO Contract # ADSP011-00000411-7 ("Agreements"), all of which are available at www.pb.com/states. The terms and conditions of the Agreements govern this transaction, and in the event of any inconsistency with this Lease, the Agreements will supersede this Lease. This Lease will be binding on PBGFS only after PBGFS has completed its credit and documentation approval process and an authorized PBGFS employee signs below.

Customer Signature: Brunks Mitchell      Date: 6/11/14      State's/Entity's Participating Addendum #: #7-12-70-28

Print Name: Brunks Mitchell      Title: Mayor      Email Address: cityofloyalton@cityofloyalton.net

Sales Information

Account Rep Name: Kristina Soltis      District Office: 473      PBGFS Acceptance: Salvatore Poletta

Equipment Vendor: Pitney Bowes Inc. For Sales and Service call 1-800-322-8000



NASPO ValuePoint FMV Lease Agreement (Option C)

--	--	--	--	--	--	--	--	--	--	--	--	--	--

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

CITY OF LOYALTON

Sold-To: Address

605 SCHOOL ST, LOYALTON, CA, 96118, US

Sold-To: Contact Name

Tracy Smith

Sold-To: Contact Phone #

(530) 993-6750

Sold-To: Account #

0015184768

Bill-To: Address

PO BOX 128, LOYALTON, CA, 96118-0128, US

Bill-To: Contact Name

Tracy Smith

Bill-To: Contact Phone #

(530) 993-6750

Bill-To: Account #

0016713784

Bill-To: Email

loyalton.klombardie@gmail.com

Ship-To: Address

605 SCHOOL ST, LOYALTON, CA, 96118, US

Ship-To: Contact Name

Tracy Smith

Ship-To: Contact Phone #

(530) 993-6750

Ship-To: Account #

0015184768

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROC SERIES	SendPro C200, C300, C400
1	1FXA	1FXA DM Series INVIEW Dashboard
1	1H00	SendPro C Series Meter
1	2H00	C Series Base
1	APAC	Connect+ Accounting Weight Break Reports
1	APAV	Cost Acctg Accounts Level (25)
1	APB1	COST ACCOUNTING DEVICES (2)
1	APKN	ACCOUNT LIST IMPORT/EXPORT
1	C200	SendPro C200
1	CAAA	Cost Accounting Bronze plan
1	DM1RKL	RETURN KIT FOR DM100/125 - LARGE
1	F90I	Basic Installation and Training
1	HZ80001	SendPro C Series Drop Stacker
1	MP81	C Series Integrated Scale



1	SJS1	C200 Softguard
1	STDsla	Standard SLA-Equipment Service Agreement (for SendPro C200, C300, C400)
1	ZH24	Manual Weight Entry
1	ZH25	HZ02 40 LPM SPEED
1	ZHC2	SendPro C200 Base System Identifier
1	ZHD5	USPS Rates with Metered Letter
1	ZHWL	5 lbs. / 3 kg Weighing Option for MP81

**If any green products:** The equipment covered by this Agreement includes remanufactured products that have gone through our factory certification testing process

**Your Payment Plan**

<b>Initial Term:</b> 60 months	<b>Initial Payment Amount:</b>	
<b>Number of Months</b>	<b>Monthly Amount</b>	<b>Billed Quarterly at*</b>
60	\$ 54.85	\$ 164.55

\*Does not include any applicable sales, use, or property taxes which will be billed separately

- Tax Exempt Certificate Attached
- Tax Exempt Certificate Not Required
- Purchase Power<sup>®</sup> transaction fees included
- Purchase Power<sup>®</sup> transaction fees extra

**Your Signature Below**

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

NASPO VALUEPOINT ADSPQ16-169897; 7-17-70-41-03  
 State/Entity's Contract#

Lessee Signature \_\_\_\_\_  
 Print Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Date \_\_\_\_\_  
 Email Address \_\_\_\_\_

Pitney Bowes Signature \_\_\_\_\_  
 Print Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Date \_\_\_\_\_

**Sales Information**

Philip Ward	philip.ward@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance



[Home](#) ->> [PMIA](#) ->> PMIA Average Monthly Effective Yields



**POOLED MONEY INVESTMENT ACCOUNT**

**PMIA Average Monthly Effective Yields**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1977	5.770	5.660	5.660	5.650	5.760	5.850	5.930	6.050	6.090	6.090	6.610	6.730
1978	6.920	7.050	7.140	7.270	7.386	7.569	7.652	7.821	7.871	8.110	8.286	8.769
1979	8.777	8.904	8.820	9.082	9.046	9.224	9.202	9.528	9.259	9.814	10.223	10.218
1980	10.980	11.251	11.490	11.480	12.017	11.798	10.206	9.870	9.945	10.056	10.426	10.961
1981	10.987	11.686	11.130	11.475	12.179	11.442	12.346	12.844	12.059	12.397	11.887	11.484
1982	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
1983	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
1984	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
1985	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
1986	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
1987	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
1988	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
1989	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
1990	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
1991	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
1992	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
1993	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
1994	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
1995	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
1996	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
1997	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
1998	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
1999	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
2000	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
2001	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
2002	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
2003	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
2004	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
2005	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
2006	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
2007	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
2008	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
2009	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
2010	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
2013	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
2014	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
2015	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
2016	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
2017	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
2018	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
2019	2.355	2.392										

2000  
2.392  
-----  
4600000  
4784000



## Tracy Smith

---

**From:** Van Maddox [auttc@sierracounty.ca.gov]  
**Sent:** Monday, March 18, 2019 3:51 PM  
**To:** 'bkkpr1-cityofloyalton@psln.com'  
**Subject:** FW: Property tax Audit

**Importance:** High

I receive and email back when I tried to send the below message. Hope this gets to the City of Loyalton.

---

**From:** Van Maddox  
**Sent:** Monday, March 18, 2019 3:43 PM  
**To:** [loyalton.klombardi@gmail.com](mailto:loyalton.klombardi@gmail.com); Freesmeier, Scott <[sfreesmeier@sco.ca.gov](mailto:sfreesmeier@sco.ca.gov)>; Kurokawa, Lisa <[LKurokawa@sco.ca.gov](mailto:LKurokawa@sco.ca.gov)>  
**Subject:** Property tax Audit  
**Importance:** High

To: City Counsel,

The State auditor contacted me today and since the amount owed to the State is so small they have no issues with how long repayment is.

With that ok from the State I will divide the repayment in to nine payments. The adjustment made in December will be adjusted in this April payment to reflect the nine years payback (\$6,645.54). For the eight years going forward each year the City's property taxes payment in December will be reduced by \$6,645.54. until the \$59,809.82 is fully paid back to the other taxing agencies in the county.

Van A. Maddox, C.P.A.  
Auditor/Treasurer-Tax Collector  
Sierra County  
P.O. Box 425  
Downieville, Ca. 95936  
[530-289-3286](tel:530-289-3286)  
[AUTTC@sierracounty.ca.gov](mailto:AUTTC@sierracounty.ca.gov)



**Is the Pool insured?**

No. However, due to the portfolio's characteristics, credit risk is minimal.

**Securities**

**Does the Pool provide a written statement of the PMIA Investment Policy?**

Yes. A written statement of the PMIA Investment Policy can be found at [www.treasurer.ca.gov/pmia-laif/answer/policy.pdf](http://www.treasurer.ca.gov/pmia-laif/answer/policy.pdf). The policy includes a description of authorized securities, credit standards of investments, allowable maturity range of investments, the maximum allowable dollar weighted average portfolio maturity, the limits of portfolio concentration permitted for each type of security, and the policy on reverse repos.

**Is the Pool rated?**

No. The Pool is not rated.

**Security**

**What are the safekeeping practices of the Pool?**

The Treasurer may place and maintain for safekeeping as a trust deposit with any qualified trust company, other than the depositor bank, or with the Federal Reserve Bank or any branch thereof any securities that have been received by the Treasurer. (Government Code Section 16551) The Treasurer utilizes a custodian bank.

**Is the Pool subject to audit by an independent auditor?**

Yes. The Pool is audited annually by the Bureau of State Audits and the resulting report is posted to the website at [www.treasurer.ca.gov/pmia-laif/reports/bsa.pdf](http://www.treasurer.ca.gov/pmia-laif/reports/bsa.pdf).

**Who makes the portfolio decisions?**

Investment decisions are made by the State Treasurer and the Investment Division staff of the State Treasurer's Office.

**How do the investment managers monitor the credit risk of the securities in the Pool?**

A written statement of portfolio management goals, objectives and policies, along with independent market valuations, are used to monitor the credit risk of the securities in the Pool.

**How is the Pool monitored?**

The Pool is monitored by the Pooled Money Investment Board, Local Investment Advisory Board and the Bureau of State Audits to ensure compliance with written policies.

**How often are the portfolio's market and securities value reported?**

These values are reported quarterly and can be found at [www.treasurer.ca.gov/pmia-laif/reports/quarterly.asp](http://www.treasurer.ca.gov/pmia-laif/reports/quarterly.asp).

**What method is used to value the portfolio?**

The amortized cost and current value methods are used to value the portfolio.

**Does the pool distribute detailed reports of its holdings?**

Yes. These reports are distributed on a monthly basis and can be found at [www.treasurer.ca.gov/pmia-laif/reports/monthly.asp](http://www.treasurer.ca.gov/pmia-laif/reports/monthly.asp).

# Appendix A

## Local Agency Investment Fund Statutes

### Government Code

#### 16429.1 Creation, maintenance, and operation of Local Agency Investment Fund

- a. There is in trust in the custody of the Treasurer the Local Agency Investment Fund, which fund is hereby created. The Controller shall maintain a separate account for each governmental unit having deposits in this fund.
- b. Notwithstanding any other provisions of law, a local governmental official, with the consent of the governing body of that agency, having money in its treasury not required for immediate needs, may remit the money to the Treasurer for deposit in the Local Agency Investment Fund for the purpose of investment.
- c. Notwithstanding any other provisions of law, an officer of any nonprofit corporation whose membership is confined to public agencies or public officials, or an officer of a qualified quasi-governmental agency, with the consent of the governing body of that agency, having money in its treasury not required for immediate needs, may remit the money to the Treasurer for deposit in the Local Agency Investment Fund for the purpose of investment.
- d. Notwithstanding any other provision of law or of this section, a local agency, with the approval of its governing body, may deposit in the Local Agency Investment Fund proceeds of the issuance of bonds, notes, certificates of participation, or other evidences of indebtedness of the agency pending expenditure of the proceeds for the authorized purpose of their issuance. In connection with these deposits of proceeds, the Local Agency Investment Fund is authorized to receive and disburse moneys, and to provide information, directly with or to an authorized officer of a trustee or fiscal agent engaged by the local agency, the Local Agency Investment Fund is authorized to hold investments in the name and for the account of that trustee or fiscal agent, and the Controller shall maintain a separate account for each deposit of proceeds.
- e. The local governmental unit, the nonprofit corporation, or the quasi-governmental agency has the exclusive determination of the length of time its money will be on deposit with the Treasurer.
- f. The trustee or fiscal agent of the local governmental unit has the exclusive determination of the length of time proceeds from the issuance of bonds will be on deposit with the Treasurer.
- g. The Local Investment Advisory Board shall determine those quasi-governmental agencies which qualify to participate in the Local Agency Investment Fund.
- h. The Treasurer may refuse to accept deposits into the fund if, in the judgment of the Treasurer, the deposit would adversely affect the state's portfolio.

- i. The Treasurer may invest the money of the fund in securities prescribed in Section 16430. The Treasurer may elect to have the money of the fund invested through the Surplus Money Investment Fund as provided in Article 4 (commencing with Section 16470) of Chapter 3 of Part 2 of Division 4 of Title 2.
- j. Money in the fund shall be invested to achieve the objective of the fund which is to realize the maximum return consistent with safe and prudent treasury management.
- k. All instruments of title of all investments of the fund shall remain in the Treasurer's vault or be held in safekeeping under control of the Treasurer in any federal reserve bank, or any branch thereof, or the Federal Home Loan Bank of San Francisco, with any trust company, or the trust department of any state or national bank.
- l. Immediately at the conclusion of each calendar quarter, all interest earned and other increment derived from investments shall be distributed by the Controller to the contributing governmental units or trustees or fiscal agents, nonprofit corporations, and quasi-governmental agencies in amounts directly proportionate to the respective amounts deposited in the Local Agency Investment Fund and the length of time the amounts remained therein. An amount equal to the reasonable costs incurred in carrying out the provisions of this section, not to exceed a maximum of 5 percent of the earnings of this fund and not to exceed the amount appropriated in the annual Budget Act for this function, shall be deducted from the earnings prior to distribution. However, if the 13-week Daily Treasury Bill Rate, as published by the United States Department of the Treasury on the last day of the state's fiscal year is below 1 percent, then the above-noted reasonable costs shall not exceed a maximum of 8 percent of the earnings of this fund for the subsequent fiscal year, shall not exceed the amount appropriated in the annual Budget Act for this function, and shall be deducted from the earnings prior to distribution. The amount of the deduction shall be credited as reimbursements to the state agencies, including the Treasurer, the Controller, and the Department of Finance, having incurred costs in carrying out the provisions of this section.
- m. The Treasurer shall prepare for distribution a monthly report of investments made during the preceding month.
- n. As used in this section, "local agency," "local governmental unit," and "local governmental official" includes a campus or other unit and an official, respectively, of the California State University who deposits moneys in funds described in Sections 89721, 89722, and 89725 of the Education Code.

### **16429.2 Local Investment Advisory Board**

There is created the Local Investment Advisory Board consisting of five members. The chairman shall be the State Treasurer or his or her designated representative. Two members who are qualified by training and experience in the field of investment or finance, shall be appointed by the State Treasurer. Two members who are treasurers, finance or fiscal officers or business managers, employed by any county, city or local district or municipal corporation of this state, shall be appointed by the Treasurer.



The term of office of each appointed member of the board is two years, but each appointed member serves at the pleasure of the appointing authority. A vacancy in the appointed membership, occurring other than by expiration of term, shall be filled in the same manner as the original appointment, but for the unexpired term only.

Members of the board who are not state officers or employees shall not receive a salary, but shall be entitled to a per diem allowance of one hundred dollars (\$100) for each day's attendance at a meeting of the board, not to exceed three hundred dollars (\$300) in any month. All members shall be entitled to reimbursement for expenses incurred in the performance of their duties under this part, including travel and other necessary expenses.

The board's primary purpose shall be to advise and assist the State Treasurer in formulating the investment and reinvestment of moneys in the Local Agency Investment Fund, and the acquisition, retention, management, and disposition of investments of the fund. The board, from time to time, shall review those policies and advise therein as it considers necessary or desirable. The board shall advise the State Treasurer in the management of the fund and consult the State Treasurer on any matter relating to the investment and reinvestment of moneys in the fund.

### **16429.3 Deposits; Prohibited Transfers and Loans; Impoundment or Seizure**

Moneys placed with the Treasurer for deposit in the Local Agency Investment Fund by cities, counties, special districts, nonprofit corporations, or qualified quasi-governmental agencies shall not be subject to either of the following:

- a. Transfer or loan pursuant to Sections 16310, 16312, or 16313.
- b. Impoundment or seizure by any state official or state agency.

### **16429.4 Right of Withdrawal**

The right of a city, county, city and county, special district, nonprofit corporation, or qualified quasi-governmental agency to withdraw its deposited moneys from the Local Agency Investment Fund, upon demand, may not be altered, impaired, or denied, in any way, by any state official or state agency based upon the state's failure to adopt a State Budget by July 1 of each new fiscal year.

Overview: Local Area Investment Fund

**Code number one 16429.1**

This code gives us exclusive determination of the length of time it's money will be on deposit with the treasure.

**16429.3**

This code indicates that we shall not be subject to a transfer or loan or impoundment or seizure by any state agency.

**16429.4**

This code indicates the right of the city to withdraw its deposited money from the LAIF fund upon demand may not be altered, impaired or denied in any way by any state official or state agency based upon the states failure to adopt a state budget by July 1st of each fiscal year.

Interest is set at this time at 2.39 with a 5% administration fee.  
Interest earned for one year if we invest \$2 million would be approximately 47,800 dollars

There is no statutory limit on how long our money must be maintained in any account.

**Thought:** We have 2.6 million dollars in the bank drawing .035 % interest we are earning only about \$9,000. each year. If we join the investment fund and we invest \$2million into LAIF and take the balance of 600 thousand dollars to balance the budget of \$195,000, and use the remainder of those funds to pay our annual commitment to USDA loans to keep the city in good standing the city would have a balance that could be used for emergency operating cost for the sewer plant that insures sustainability with a 4/5 vote before spending the funds.

That Finance committee recommends that the city continue to investigate to determine if investing in LAIF is a safe place to invest the community money.

### 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	04/05/2019	1,500.00
	Water		4,500.00
General Fund	Enterprise Loan MM 0559	04/12/2019	1,500.00
	Water		4,500.00
General Fund	Enterprise Loan MM 0559	04/19/2019	1,500.00
	Water		4,500.00
General Fund	Enterprise Loan MM 0559	04/26/2019	1,500.00
	Water		4,500.00

**THIS TOTAL**

**\$24,000.00**

This authorization took place at the council meeting held on 03/19/2019 and will be further reflected in the council minutes of this meeting.

\_\_\_\_\_  
Authorized Signature

Sarah Jackson, Mayor, Dated 03/19/2019

### Acknowledgement of Approval, City of Loyalton

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

General Account (1956) 02/28/2019	Reconciled	03.12.2019
CDBG Account (0059) 02/20/2019	Reconciled	03.06.2019
F.D. Reserve (7243) 02/28/2019	Reconciled	03.11.2019
General Savings (0322) 02/20/2019	Reconciled	03.06.2019
Enterprise-W&S (0559) 02/28/2019	Reconciled	03.11.2019
WWTP Constr. (1990) 02/28/2019	Reconciled	03.08.2019
WWTP Settle. (4387) 02/28/2019	Reconciled	03.11.2019

This authorization took place at the council meeting held on 03/19/2019 and will be further reflected in the council minutes of this meeting.

\_\_\_\_\_  
Authorized Signature

Sarah Jackson, Mayor, Dated 03/19/2019

**City of Loyaltton  
Fire Department  
July 1, 2018 through March 13, 2019**

	Fire Department 77... (General Fund)	Total General Fund	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Transfer In	26,438.95	26,438.95	26,438.95
Intergovernmental - Federal	45,176.70	45,176.70	45,176.70
Intergovernmental - State	38,768.93	38,768.93	38,768.93
OES Grant Revenue	4,749.28	4,749.28	4,749.28
Intergovernmental - State - Other	43,518.21	43,518.21	43,518.21
<b>Total Intergovernmental - State</b>	<b>43,518.21</b>	<b>43,518.21</b>	<b>43,518.21</b>
Charges for Current Services	20,000.00	20,000.00	20,000.00
Service Area Revenue	20,000.00	20,000.00	20,000.00
<b>Total Charges for Current Services</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>20,000.00</b>
Revenue Use of Money & Property	87.98	87.98	87.98
Interest Income	87.98	87.98	87.98
<b>Total Revenue Use of Money &amp; Property</b>	<b>87.98</b>	<b>87.98</b>	<b>87.98</b>
<b>Total Income</b>	<b>135,221.84</b>	<b>135,221.84</b>	<b>135,221.84</b>
<b>Gross Profit</b>	<b>135,221.84</b>	<b>135,221.84</b>	<b>135,221.84</b>
<b>Expense</b>			
Small Tools & Equipment	5,188.35	5,188.35	5,188.35
Repairs & Maintenance	171.26	171.26	171.26
Building Repairs	16.57	16.57	16.57
Utilities	481.83	481.83	481.83
Internet - Broadband	1,009.39	1,009.39	1,009.39
Propane	2,937.22	2,937.22	2,937.22
Electric	188.72	188.72	188.72
Garbage Disposal	4,617.16	4,617.16	4,617.16
<b>Total Utilities</b>	<b>4,617.16</b>	<b>4,617.16</b>	<b>4,617.16</b>
Equipment Repair & Maintenance	8,395.60	8,395.60	8,395.60
Taxes	1,167.02	1,167.02	1,167.02
Solid Waste Benefit Assessment	10.00	10.00	10.00
Taxes - Other	1,177.02	1,177.02	1,177.02
<b>Total Taxes</b>	<b>1,177.02</b>	<b>1,177.02</b>	<b>1,177.02</b>
Salaries and Wages	1,955.96	1,955.96	1,955.96
Workers Comp.	1,955.96	1,955.96	1,955.96

**City of Loyaltton  
Fire Department  
July 1, 2018 through March 13, 2019**

	Fire Department 77... (General Fund)	Total General Fund	TOTAL
Payroll Expense	21,689.67	21,689.67	21,689.67
Salaries and Wages - Other	0.00	0.00	0.00
<b>Total Salaries and Wages</b>	<b>23,645.63</b>	<b>23,645.63</b>	<b>23,645.63</b>
Services and Supplies			
Postage	69.68	69.68	69.68
Automobile Expense			
Fuel	1,879.91	1,879.91	1,879.91
Automobile Expense - Other	94.29	94.29	94.29
<b>Total Automobile Expense</b>	<b>1,974.20</b>	<b>1,974.20</b>	<b>1,974.20</b>
Bank Service Charges	55.21	55.21	55.21
Contracted Services	4,749.28	4,749.28	4,749.28
Insurance	99.90	99.90	99.90
Miscellaneous			
Meals	293.79	293.79	293.79
<b>Total Miscellaneous</b>	<b>293.79</b>	<b>293.79</b>	<b>293.79</b>
Operating Supplies	5,151.55	5,151.55	5,151.55
Telephone	345.62	345.62	345.62
<b>Total Services and Supplies</b>	<b>12,739.23</b>	<b>12,739.23</b>	<b>12,739.23</b>
<b>Total Expense</b>	<b>55,950.82</b>	<b>55,950.82</b>	<b>55,950.82</b>
<b>Net Ordinary Income</b>	<b>79,271.02</b>	<b>79,271.02</b>	<b>79,271.02</b>
<b>Net Income</b>	<b>79,271.02</b>	<b>79,271.02</b>	<b>79,271.02</b>

**City of Loyaltyon  
Museum - Cemetery  
July 1, 2018 through March 13, 2019**

	Cemeteries 9220-1 (General Fund)	Museums 9410 (General Fund)	Total General Fund	TOTAL
<b>Ordinary Income/Expense</b>				
Income				
Donations	0.00	815.00	815.00	815.00
Total Income	0.00	815.00	815.00	815.00
Gross Profit	0.00	815.00	815.00	815.00
Expense				
Utilities				
Security	0.00	120.00	120.00	120.00
Propane	0.00	1,278.89	1,278.89	1,278.89
Electric	0.00	787.33	787.33	787.33
Garbage Disposal	0.00	47.20	47.20	47.20
Total Utilities	0.00	2,233.42	2,233.42	2,233.42
Taxes				
Solid Waste Benefit Assessment	0.00	100.82	100.82	100.82
Taxes - Other	0.00	1.84	1.84	1.84
Total Taxes	0.00	102.66	102.66	102.66
Salaries and Wages	10.10	0.00	10.10	10.10
Payroll Tax Expense	115.50	0.00	115.50	115.50
Total Salaries and Wages	125.60	0.00	125.60	125.60
Services and Supplies				
Insurance	0.00	49.95	49.95	49.95
Total Services and Supplies	0.00	49.95	49.95	49.95
Total Expense	125.60	2,386.03	2,511.63	2,511.63
Net Ordinary Income	-125.60	-1,571.03	-1,696.63	-1,696.63
Net Income	-125.60	-1,571.03	-1,696.63	-1,696.63

**City of Loyaltan  
Social Hall  
July 1, 2018 through March 13, 2019**

	Social Hall 9420 (Park 9420-1)	Total Park 9420-1 (General Fund)	Total General Fund	TOTAL
<b>Ordinary Income/Expense</b>				
Income				
Charges for Current Services	65.00	65.00	65.00	65.00
Rent Income	65.00	65.00	65.00	65.00
Social Hall	65.00	65.00	65.00	65.00
<b>Total Rent Income</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>
<b>Total Charges for Current Services</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>
<b>Total Income</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>
<b>Gross Profit</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>	<b>65.00</b>
<b>Expense</b>				
Repairs & Maintenance	6.42	6.42	6.42	6.42
Utilities	2,120.51	2,120.51	2,120.51	2,120.51
Propane	2,120.51	2,120.51	2,120.51	2,120.51
<b>Total Utilities</b>	<b>2,120.51</b>	<b>2,120.51</b>	<b>2,120.51</b>	<b>2,120.51</b>
Salaries and Wages	45.21	45.21	45.21	45.21
Payroll Tax Expense	483.00	483.00	483.00	483.00
<b>Payroll Expense</b>	<b>483.00</b>	<b>483.00</b>	<b>483.00</b>	<b>483.00</b>
<b>Total Salaries and Wages</b>	<b>528.21</b>	<b>528.21</b>	<b>528.21</b>	<b>528.21</b>
Services and Supplies	49.95	49.95	49.95	49.95
Insurance	27.01	27.01	27.01	27.01
<b>Operating Supplies</b>	<b>27.01</b>	<b>27.01</b>	<b>27.01</b>	<b>27.01</b>
<b>Total Services and Supplies</b>	<b>76.96</b>	<b>76.96</b>	<b>76.96</b>	<b>76.96</b>
<b>Total Expense</b>	<b>2,732.10</b>	<b>2,732.10</b>	<b>2,732.10</b>	<b>2,732.10</b>
<b>Net Ordinary Income</b>	<b>-2,667.10</b>	<b>-2,667.10</b>	<b>-2,667.10</b>	<b>-2,667.10</b>
<b>Net Income</b>	<b>-2,667.10</b>	<b>-2,667.10</b>	<b>-2,667.10</b>	<b>-2,667.10</b>



**City of Loyalton  
Park**

**July 1, 2018 through March 13, 2019**

	Pool 942... (Park 94...	Park Ren... (Park 94...	Park 942... (Park 94...	Total Par... (General ...	Total Ge...	TOTAL
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Charges for Current Services</b>						
<b>Rent Income</b>						
Social Hall	0.00	260.00	0.00	260.00	260.00	260.00
Rent Income - Other	0.00	8,100.00	0.00	8,100.00	8,100.00	8,100.00
<b>Total Rent Income</b>	0.00	8,360.00	0.00	8,360.00	8,360.00	8,360.00
<b>Total Charges for Current Services</b>	0.00	8,360.00	0.00	8,360.00	8,360.00	8,360.00
<b>Total Income</b>	0.00	8,360.00	0.00	8,360.00	8,360.00	8,360.00
<b>Gross Profit</b>	0.00	8,360.00	0.00	8,360.00	8,360.00	8,360.00
<b>Expense</b>						
<b>Small Tools &amp; Equipment</b>	0.00	0.00	47.22	47.22	47.22	47.22
<b>Repairs &amp; Maintenance</b>	0.00	0.00	131.97	131.97	131.97	131.97
<b>Utilities</b>						
Electric	33.33	0.00	419.90	453.23	453.23	453.23
Garbage Disposal	0.00	0.00	307.91	307.91	307.91	307.91
<b>Total Utilities</b>	33.33	0.00	727.81	761.14	761.14	761.14
<b>Equipment Repair &amp; Maintenance</b>	0.00	0.00	52.23	52.23	52.23	52.23
<b>Taxes</b>						
Solid Waste Benefit Assessment	0.00	553.66	0.00	553.66	553.66	553.66
Taxes - Other	0.00	8.00	0.00	8.00	8.00	8.00
<b>Total Taxes</b>	0.00	561.66	0.00	561.66	561.66	561.66
<b>Salaries and Wages</b>						
Payroll Tax Expense	0.00	0.00	203.80	203.80	203.80	203.80
Payroll Expense	0.00	0.00	2,157.00	2,157.00	2,157.00	2,157.00
<b>Total Salaries and Wages</b>	0.00	0.00	2,360.80	2,360.80	2,360.80	2,360.80
<b>Services and Supplies</b>						
Automobile Expense						
Fuel	0.00	0.00	150.45	150.45	150.45	150.45
<b>Total Automobile Expense</b>	0.00	0.00	150.45	150.45	150.45	150.45
Operating Supplies	0.00	0.00	42.07	42.07	42.07	42.07
<b>Total Services and Supplies</b>	0.00	0.00	192.52	192.52	192.52	192.52
<b>Total Expense</b>	33.33	561.66	3,512.55	4,107.54	4,107.54	4,107.54
<b>Net Ordinary Income</b>	-33.33	7,798.34	-3,512.55	4,252.46	4,252.46	4,252.46
<b>Net Income</b>	-33.33	7,798.34	-3,512.55	4,252.46	4,252.46	4,252.46

City of Loyalton  
Streets

July 1, 2018 through March 13, 2019

	Gas Tax 94... (Streets and ...)	SNOW REM... (Streets and ...)	Streets and ... (Streets and ...)	Total Street... (Special Re...)	Total Speci...	TOTAL
Ordinary Income/Expense						
Income						
Intergovernmental - State						
Road Maintenance & Rehab	0.00	0.00	8,746.63	8,746.63	8,746.63	8,746.63
VLF Swap	0.00	0.00	369.06	369.06	369.06	369.06
Traffic Congestion Relief	0.00	0.00	867.20	867.20	867.20	867.20
Highway Users Tax						
2103 (Gas Tax)	1,993.91	0.00	0.00	1,993.91	1,993.91	1,993.91
2105	0.00	0.00	2,714.80	2,714.80	2,714.80	2,714.80
2106	0.00	0.00	4,060.60	4,060.60	4,060.60	4,060.60
2107	0.00	0.00	3,235.03	3,235.03	3,235.03	3,235.03
2107.5	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00
Total Highway Users Tax	1,993.91	0.00	11,010.43	13,004.34	13,004.34	13,004.34
Total Intergovernmental - State	1,993.91	0.00	20,993.32	22,987.23	22,987.23	22,987.23
Total Income	1,993.91	0.00	20,993.32	22,987.23	22,987.23	22,987.23
Gross Profit	1,993.91	0.00	20,993.32	22,987.23	22,987.23	22,987.23
Expense						
Finance Charge	0.00	0.00	0.10	0.10	0.10	0.10
Small Tools & Equipment	0.00	0.00	283.03	283.03	283.03	283.03
Repairs & Maintenance	0.00	20.36	798.42	818.78	818.78	818.78
Utilities						
Internet - Broadband	0.00	0.00	38.15	38.15	38.15	38.15
Propane	0.00	0.00	47.28	47.28	47.28	47.28
Electric	17,149.70	0.00	6,012.81	23,162.51	23,162.51	23,162.51
Total Utilities	17,149.70	0.00	6,098.24	23,247.94	23,247.94	23,247.94
Equipment Repair & Maintenance	0.00	0.00	27.47	27.47	27.47	27.47
Taxes						
Solid Waste Benefit Assessment	0.00	0.00	20.18	20.18	20.18	20.18
Taxes - Other	0.00	0.00	0.26	0.26	0.26	0.26
Total Taxes	0.00	0.00	20.44	20.44	20.44	20.44
Salaries and Wages						
Workers Comp.	0.00	0.00	651.98	651.98	651.98	651.98
Payroll Tax Expense	0.00	536.35	220.89	757.24	757.24	757.24
Payroll Expense						
Part Time Wages	0.00	0.00	12.42	12.42	12.42	12.42
Payroll Expense - Other	0.00	4,259.63	2,011.00	6,270.63	6,270.63	6,270.63

**City of Loyaltton  
Streets**

July 1, 2018 through March 13, 2019

	Gas Tax 94... (Streets and...	SNOW REM... (Streets and...	Streets and ... (Streets and...	Total Street... (Special Re...	Total Speci...	TOTAL
Total Payroll Expense	0.00	4,259.63	2,023.42	6,283.05	6,283.05	6,283.05
Total Salaries and Wages	0.00	4,795.98	2,896.29	7,692.27	7,692.27	7,692.27
Services and Supplies						
Automobile Expense						
Fuel	0.00	347.22	103.14	450.36	450.36	450.36
Automobile Expense - Other	0.00	0.00	48.79	48.79	48.79	48.79
Total Automobile Expense	0.00	347.22	151.93	499.15	499.15	499.15
Contracted Services						
Professional Fees	0.00	0.00	3,397.83	3,397.83	3,397.83	3,397.83
Auditing Expense	0.00	0.00	1,299.00	1,299.00	1,299.00	1,299.00
Accounting & Financial	0.00	0.00	118.20	118.20	118.20	118.20
Total Contracted Services	0.00	0.00	4,815.03	4,815.03	4,815.03	4,815.03
Insurance						
Liability Insurance	0.00	0.00	2,005.82	2,005.82	2,005.82	2,005.82
Property Insurance	0.00	0.00	1,577.77	1,577.77	1,577.77	1,577.77
Insurance - Other	0.00	0.00	130.30	130.30	130.30	130.30
Total Insurance	0.00	0.00	3,713.89	3,713.89	3,713.89	3,713.89
Office Expense	0.00	0.00	228.50	228.50	228.50	228.50
Operating Supplies	0.00	76.93	78.38	155.31	155.31	155.31
Telephone	0.00	0.00	36.78	36.78	36.78	36.78
Services and Supplies - Other	0.00	0.00	0.32	0.32	0.32	0.32
Total Services and Supplies	0.00	424.15	9,024.83	9,448.98	9,448.98	9,448.98
Total Expense	17,149.70	5,240.49	19,148.82	41,539.01	41,539.01	41,539.01
Net Ordinary Income	-15,155.79	-5,240.49	1,844.50	-18,551.78	-18,551.78	-18,551.78
Net Income	-15,155.79	-5,240.49	1,844.50	-18,551.78	-18,551.78	-18,551.78

City of Loyalton  
Sewer

July 1, 2018 through March 13, 2019

	Waste W... (Sewer F...)	Sewer Fu... (Sewer F...)	Total Sew... (Enterpris...)	Total Ent...	TOTAL
Ordinary Income/Expense Income					
Intergovernmental - Federal USDA Grant	0.00	50,349.38	50,349.38	50,349.38	50,349.38
Total Intergovernmental - Federal	0.00	50,349.38	50,349.38	50,349.38	50,349.38
Enterprise Income Sewer Service Income					
Late Fees Sewer	0.00	1,984.42	1,984.42	1,984.42	1,984.42
Sewer Service Income - Other	0.00	242,785.47	242,785.47	242,785.47	242,785.47
Total Sewer Service Income	0.00	244,769.89	244,769.89	244,769.89	244,769.89
Total Enterprise Income	0.00	244,769.89	244,769.89	244,769.89	244,769.89
Charges for Current Services Copies & Faxes	0.00	283.71	283.71	283.71	283.71
Total Charges for Current Services	0.00	283.71	283.71	283.71	283.71
Revenue Use of Money & Property Interest Income	0.00	373.28	373.28	373.28	373.28
Total Revenue Use of Money & Property	0.00	373.28	373.28	373.28	373.28
Total Income	0.00	295,776.26	295,776.26	295,776.26	295,776.26
Gross Profit	0.00	295,776.26	295,776.26	295,776.26	295,776.26
Expense					
Finance Charge	0.00	0.80	0.80	0.80	0.80
Small Tools & Equipment					
Small Tools & Equipment - Other	0.00	579.51	579.51	579.51	579.51
Safety	0.00	2,062.48	2,062.48	2,062.48	2,062.48
Small Tools & Equipment - Other	0.00	4,708.06	4,708.06	4,708.06	4,708.06
Total Small Tools & Equipment	0.00	7,350.05	7,350.05	7,350.05	7,350.05
Repairs & Maintenance	0.00	5,090.71	5,090.71	5,090.71	5,090.71
Utilities					
Security	0.00	48.00	48.00	48.00	48.00
Internet - Broadband	0.00	305.20	305.20	305.20	305.20
Propane	0.00	1,009.81	1,009.81	1,009.81	1,009.81
Electric	0.00	38,290.03	38,290.03	38,290.03	38,290.03
Garbage Disposal	0.00	355.09	355.09	355.09	355.09
Total Utilities	0.00	40,008.13	40,008.13	40,008.13	40,008.13

City of Loyalty  
Sewer  
July 1, 2018 through March 13, 2019

	Waste W... (Sewer F...)	Sewer Fu... (Sewer F...)	Total Sew... (Enterpris...)	Total Ent...	TOTAL
Equipment Repair & Maintenance	0.00	15,064.44	15,064.44	15,064.44	15,064.44
Taxes					
Solid Waste Benefit Assessment	0.00	746.26	746.26	746.26	746.26
Taxes - Other	0.00	40.04	40.04	40.04	40.04
Total Taxes	0.00	786.30	786.30	786.30	786.30
Salaries and Wages					
Workers Comp.	0.00	6,519.88	6,519.88	6,519.88	6,519.88
Payroll Tax Expense	80.58	4,153.78	4,234.36	4,234.36	4,234.36
Payroll Expense					
Part Time Wages	411.30	13,688.01	14,099.31	14,099.31	14,099.31
Payroll Expense - Other	225.00	29,297.74	29,522.74	29,522.74	29,522.74
Total Payroll Expense	636.30	42,985.75	43,622.05	43,622.05	43,622.05
Total Salaries and Wages	716.88	53,659.41	54,376.29	54,376.29	54,376.29
Employee Benefits					
Nationwide City	0.00	433.60	433.60	433.60	433.60
Health Insurance	0.00	1,018.70	1,018.70	1,018.70	1,018.70
Total Employee Benefits	0.00	1,452.30	1,452.30	1,452.30	1,452.30
Services and Supplies					
Postage	0.00	809.22	809.22	809.22	809.22
Advertising	0.00	99.38	99.38	99.38	99.38
Automobile Expense					
Fuel	0.00	1,476.33	1,476.33	1,476.33	1,476.33
Automobile Expense - Other	0.00	390.28	390.28	390.28	390.28
Total Automobile Expense	0.00	1,866.61	1,866.61	1,866.61	1,866.61
Bank Service Charges	0.00	12.50	12.50	12.50	12.50
Contracted Services					
Health/Drug Screening	0.00	28.00	28.00	28.00	28.00
Professional Fees	0.00	23,992.39	23,992.39	23,992.39	23,992.39
Legal Fees	0.00	1,755.00	1,755.00	1,755.00	1,755.00
Auditing Expense	0.00	5,196.00	5,196.00	5,196.00	5,196.00
Accounting & Financial	0.00	945.60	945.60	945.60	945.60
Testing	0.00	3,146.00	3,146.00	3,146.00	3,146.00
Contracted Services - Other	0.00	18,990.10	18,990.10	18,990.10	18,990.10
Total Contracted Services	0.00	54,053.09	54,053.09	54,053.09	54,053.09
Dues and Subscriptions	0.00	75.00	75.00	75.00	75.00
Insurance					

**City of Loyalton  
Sewer**

July 1, 2018 through March 13, 2019

	Waste W... (Sewer F...)	Sewer Fu... (Sewer F...)	Total Sew... (Enterpris...)	Total Ent...	TOTAL
Liability Insurance	0.00	8,020.33	8,020.33	8,020.33	8,020.33
Property Insurance	0.00	6,308.08	6,308.08	6,308.08	6,308.08
Insurance - Other	0.00	421.29	421.29	421.29	421.29
<b>Total Insurance</b>	<b>0.00</b>	<b>14,749.70</b>	<b>14,749.70</b>	<b>14,749.70</b>	<b>14,749.70</b>
Licenses and Permits	0.00	18,883.00	18,883.00	18,883.00	18,883.00
Office Expense	0.00	1,845.78	1,845.78	1,845.78	1,845.78
Operating Supplies	0.00	4,476.83	4,476.83	4,476.83	4,476.83
Telephone	0.00	772.68	772.68	772.68	772.68
Training	0.00	285.05	285.05	285.05	285.05
Travel	0.00	300.00	300.00	300.00	300.00
Services and Supplies - Other	0.00	3,593.71	3,593.71	3,593.71	3,593.71
<b>Total Services and Supplies</b>	<b>0.00</b>	<b>101,822.55</b>	<b>101,822.55</b>	<b>101,822.55</b>	<b>101,822.55</b>
<b>Total Expense</b>	<b>716.88</b>	<b>225,234.69</b>	<b>225,951.57</b>	<b>225,951.57</b>	<b>225,951.57</b>
<b>Net Ordinary Income</b>	<b>-716.88</b>	<b>70,541.57</b>	<b>69,824.69</b>	<b>69,824.69</b>	<b>69,824.69</b>
<b>Other Income/Expense</b>					
Other Expense					
Debt Service					
Interest Expense					
Interest 92-01 Sewer	0.00	17,404.59	17,404.59	17,404.59	17,404.59
Interest 92-03 Sewer	0.00	2,603.04	2,603.04	2,603.04	2,603.04
Interest 92-07 Sewer	0.00	38,612.50	38,612.50	38,612.50	38,612.50
<b>Total Interest Expense</b>	<b>0.00</b>	<b>58,620.13</b>	<b>58,620.13</b>	<b>58,620.13</b>	<b>58,620.13</b>
<b>Total Debt Service</b>	<b>0.00</b>	<b>58,620.13</b>	<b>58,620.13</b>	<b>58,620.13</b>	<b>58,620.13</b>
<b>Total Other Expense</b>	<b>0.00</b>	<b>58,620.13</b>	<b>58,620.13</b>	<b>58,620.13</b>	<b>58,620.13</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>-58,620.13</b>	<b>-58,620.13</b>	<b>-58,620.13</b>	<b>-58,620.13</b>
<b>Net Income</b>	<b>-716.88</b>	<b>11,921.44</b>	<b>11,204.56</b>	<b>11,204.56</b>	<b>11,204.56</b>

City of Loyalton  
Water

July 1, 2018 through March 13, 2019

	Water Fund 7520-1 (Enterprise Funds)	Total Enterprise F...	TOTAL
Ordinary Income/Expense			
Income			
Enterprise Income			
Water Service Income	300.00	300.00	300.00
Connection Fee	992.21	992.21	992.21
Late Fees Water	137,477.65	137,477.65	137,477.65
Water Service Income - Other			
Total Water Service Income	138,769.86	138,769.86	138,769.86
Total Enterprise Income	138,769.86	138,769.86	138,769.86
Revenue Use of Money & Property			
Interest Income	128.40	128.40	128.40
Total Revenue Use of Money & Property	128.40	128.40	128.40
Total Income	138,898.26	138,898.26	138,898.26
Gross Profit	138,898.26	138,898.26	138,898.26
Expense			
Finance Charge	0.80	0.80	0.80
Small Tools & Equipment			
Small Tools & Equipment - Other	166.00	166.00	166.00
Small Tools & Equipment - Other	117.77	117.77	117.77
Total Small Tools & Equipment	283.77	283.77	283.77
Repairs & Maintenance	1,182.93	1,182.93	1,182.93
Utilities			
Security	48.00	48.00	48.00
Internet - Broadband	305.20	305.20	305.20
Propane	365.40	365.40	365.40
Electric	22,739.86	22,739.86	22,739.86
Garbage Disposal	47.18	47.18	47.18
Total Utilities	23,505.64	23,505.64	23,505.64
Equipment Repair & Maintenance	1,594.72	1,594.72	1,594.72
Taxes			
Solid Waste Benefit Assessment	162.60	162.60	162.60
Taxes - Other	7.60	7.60	7.60
Total Taxes	170.20	170.20	170.20
Salaries and Wages			
Workers Comp.	6,519.88	6,519.88	6,519.88

## City of Loyalton Water

July 1, 2018 through March 13, 2019

	Water Fund 7520-1 (Enterprise Funds)	Total Enterprise F...	TOTAL
Payroll Tax Expense	2,637.23	2,637.23	2,637.23
Payroll Expense			
Part Time Wages	12,528.88	12,528.88	12,528.88
Payroll Expense - Other	14,983.45	14,983.45	14,983.45
Total Payroll Expense	27,512.33	27,512.33	27,512.33
Total Salaries and Wages	36,669.44	36,669.44	36,669.44
Employee Benefits			
Nationwide City	433.52	433.52	433.52
Health Insurance	1,018.66	1,018.66	1,018.66
Total Employee Benefits	1,452.18	1,452.18	1,452.18
Services and Supplies			
Postage	716.51	716.51	716.51
Advertising	676.12	676.12	676.12
Automobile Expense			
Fuel	1,085.98	1,085.98	1,085.98
Automobile Expense - Other	390.28	390.28	390.28
Total Automobile Expense	1,476.26	1,476.26	1,476.26
Bank Service Charges	5.50	5.50	5.50
Chemicals	2,072.66	2,072.66	2,072.66
Contracted Services			
Health/Drug Screening	28.00	28.00	28.00
Legal Fees	1,325.00	1,325.00	1,325.00
Auditing Expense	5,196.00	5,196.00	5,196.00
Accounting & Financial	945.60	945.60	945.60
Testing	4,016.00	4,016.00	4,016.00
Total Contracted Services	11,510.60	11,510.60	11,510.60
Dues and Subscriptions	475.00	475.00	475.00
Insurance			
Liability Insurance	8,020.33	8,020.33	8,020.33
Property Insurance	6,543.08	6,543.08	6,543.08
Insurance - Other	421.29	421.29	421.29
Total Insurance	14,984.70	14,984.70	14,984.70
Licenses and Permits	1,038.00	1,038.00	1,038.00
Office Expense	1,758.25	1,758.25	1,758.25
Operating Supplies	1,511.16	1,511.16	1,511.16
Telephone	487.16	487.16	487.16



City of Loyaltton  
Water

July 1, 2018 through March 13, 2019

	Water Fund 7520-1 (Enterprise Funds)	Total Enterprise F...	TOTAL
Training	100.00	100.00	100.00
Services and Supplies - Other	2.60	2.60	2.60
Total Services and Supplies	36,814.52	36,814.52	36,814.52
Total Expense	101,674.20	101,674.20	101,674.20
Net Ordinary Income	37,224.06	37,224.06	37,224.06
Other Income/Expense			
Other Expense			
Debt Service			
Interest Expense			
Interest 91-05 Water	61,853.50	61,853.50	61,853.50
Total Interest Expense	61,853.50	61,853.50	61,853.50
Total Debt Service	61,853.50	61,853.50	61,853.50
Total Other Expense	61,853.50	61,853.50	61,853.50
Net Other Income	-61,853.50	-61,853.50	-61,853.50
Net Income	<u>-24,629.44</u>	<u>-24,629.44</u>	<u>-24,629.44</u>

# City of Loyaltan General

July 1, 2018 through March 13, 2019

	General Co... (General Fu...)	City Buildin... (General Fu...)	Law Enforc... (General Fu...)	General Fu... (General Fu...)	Total Gener...	TOTAL
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
Building Permits	409.00	0.00	0.00	0.00	409.00	409.00
Donations	0.00	0.00	0.00	0.00	0.00	0.00
Property Taxes						
Supplemental	303.75	0.00	0.00	0.00	303.75	303.75
Homeowners	390.37	0.00	0.00	0.00	390.37	390.37
Clerk Fees	713.34	0.00	0.00	0.00	713.34	713.34
Secured	24,392.98	0.00	0.00	0.00	24,392.98	24,392.98
Unsecured	1,089.26	0.00	0.00	0.00	1,089.26	1,089.26
Prior Year	46.88	0.00	0.00	0.00	46.88	46.88
<b>Total Property Taxes</b>	<b>26,936.58</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,936.58</b>	<b>26,936.58</b>
<b>Taxes &amp; License Revenue</b>						
Sales & Use	46,134.75	0.00	0.00	0.00	46,134.75	46,134.75
License & Permits	715.00	0.00	0.00	0.00	715.00	715.00
<b>Total Taxes &amp; License Revenue</b>	<b>46,849.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>46,849.75</b>	<b>46,849.75</b>
<b>Intergovernmental - State</b>						
VLF Swap	31,398.44	0.00	0.00	0.00	31,398.44	31,398.44
Intergovernmental - State - Other	0.00	0.00	0.00	16,338.13	16,338.13	16,338.13
<b>Total Intergovernmental - State</b>	<b>31,398.44</b>	<b>0.00</b>	<b>0.00</b>	<b>16,338.13</b>	<b>47,736.57</b>	<b>47,736.57</b>
<b>Charges for Current Services</b>						
Copies & Faxes	520.20	0.00	0.00	0.00	520.20	520.20
Rent Income	30.00	30.00	0.00	0.00	60.00	60.00
Auditorium Rental	65.00	130.00	0.00	0.00	195.00	195.00
Social Hall						
<b>Total Rent Income</b>	<b>95.00</b>	<b>160.00</b>	<b>0.00</b>	<b>0.00</b>	<b>255.00</b>	<b>255.00</b>
<b>Charges for Current Services - Other</b>	<b>0.00</b>	<b>713.36</b>	<b>0.00</b>	<b>0.00</b>	<b>713.36</b>	<b>713.36</b>
<b>Total Charges for Current Services</b>	<b>615.20</b>	<b>873.36</b>	<b>0.00</b>	<b>0.00</b>	<b>1,488.56</b>	<b>1,488.56</b>
<b>Revenue Use of Money &amp; Property Interest Income</b>						
	174.28	0.00	0.00	0.00	174.28	174.28
<b>Total Revenue Use of Money &amp; Property</b>	<b>174.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>174.28</b>	<b>174.28</b>
<b>Total Income</b>	<b>106,383.25</b>	<b>873.36</b>	<b>0.00</b>	<b>16,338.13</b>	<b>123,594.74</b>	<b>123,594.74</b>
<b>Gross Profit</b>	<b>106,383.25</b>	<b>873.36</b>	<b>0.00</b>	<b>16,338.13</b>	<b>123,594.74</b>	<b>123,594.74</b>
<b>Expense</b>						
Late Fee	29.00	0.00	0.00	0.00	29.00	29.00

# City of Loyalton General

July 1, 2018 through March 13, 2019

	General Go... (General Fu...)	City Buildin... (General Fu...)	Law Enforc... (General Fu...)	General Fu... (General Fu...)	Total Gener...	TOTAL
Finance Charge	100.73	0.00	0.00	0.00	100.73	100.73
DSA 796 Fees	15.60	0.00	0.00	0.00	15.60	15.60
Small Tools & Equipment	18.51	0.00	0.00	0.00	18.51	18.51
Repairs & Maintenance	48.88	115.11	0.00	0.00	163.99	163.99
Building Repairs	0.00	548.28	0.00	0.00	548.28	548.28
Utilities						
Security	24.00	0.00	0.00	0.00	24.00	24.00
Internet - Broadband	114.45	0.00	0.00	0.00	114.45	114.45
Propane	0.00	0.00	0.00	135.43	135.43	135.43
Electric	63.54	0.00	0.00	20.78	84.32	84.32
Total Utilities	201.99	0.00	0.00	156.21	358.20	358.20
Equipment Repair & Maintenance	48.43	0.00	0.00	0.00	48.43	48.43
Taxes						
Solid Waste Benefit Assessment	20.18	4,091.50	0.00	0.00	4,111.68	4,111.68
Property Tax	4,304.14	0.00	0.00	0.00	4,304.14	4,304.14
Taxes - Other	0.26	10.00	0.00	0.00	10.26	10.26
Total Taxes	4,324.58	4,101.50	0.00	0.00	8,426.08	8,426.08
Salaries and Wages						
Workers Comp.	652.00	0.00	0.00	0.00	652.00	652.00
Payroll Tax Expense	410.67	136.76	0.00	0.00	547.43	547.43
Payroll Expense	560.98	0.00	0.00	0.00	560.98	560.98
Part Time Wages	3,606.18	1,464.20	0.00	0.00	5,070.38	5,070.38
Payroll Expense - Other	4,167.16	1,464.20	0.00	0.00	5,631.36	5,631.36
Total Payroll Expense	5,229.83	1,600.96	0.00	0.00	6,830.79	6,830.79
Total Salaries and Wages						
Services and Supplies						
Postage	89.05	0.00	0.00	0.00	89.05	89.05
Advertising	1,754.83	0.00	0.00	0.00	1,754.83	1,754.83
Automobile Expense	98.13	0.00	0.00	13.67	111.80	111.80
Fuel	146.36	0.00	0.00	0.00	146.36	146.36
Automobile Expense - Other	244.49	0.00	0.00	13.67	258.16	258.16
Total Automobile Expense						
Contracted Services						
Professional Fees	0.00	0.00	10,000.00	0.00	10,000.00	10,000.00
Legal Fees	15,460.00	0.00	0.00	0.00	15,460.00	15,460.00
Auditing Expense	1,299.00	0.00	0.00	0.00	1,299.00	1,299.00

## City of Loyaltan General

July 1, 2018 through March 13, 2019

	General Go... (General Fu...)	City Buildin... (General Fu...)	Law Enforc... (General Fu...)	General Fu... (General Fu...)	Total Gener... (General Fu...)	TOTAL
Accounting & Financial	354.60	0.00	0.00	0.00	354.60	354.60
Total Contracted Services	17,113.60	0.00	10,000.00	0.00	27,113.60	27,113.60
Dues and Subscriptions Insurance	50.00	0.00	0.00	0.00	50.00	50.00
Liability Insurance	2,005.83	0.00	0.00	0.00	2,005.83	2,005.83
Property Insurance	1,577.77	0.00	0.00	0.00	1,577.77	1,577.77
Travel for SCORE	117.80	0.00	0.00	0.00	117.80	117.80
Insurance - Other	130.30	0.00	0.00	0.00	130.30	130.30
Total Insurance	3,831.70	0.00	0.00	0.00	3,831.70	3,831.70
Miscellaneous Meals	19.09	0.00	0.00	0.00	19.09	19.09
Total Miscellaneous	19.09	0.00	0.00	0.00	19.09	19.09
Office Expense	960.54	0.00	0.00	20.97	981.51	981.51
Operating Supplies	173.34	144.02	0.00	14.30	331.66	331.66
Telephone	82.84	0.00	0.00	27.46	110.30	110.30
Travel	1,039.20	0.00	0.00	0.00	1,039.20	1,039.20
Services and Supplies - Other	0.97	0.00	0.00	0.00	0.97	0.97
Total Services and Supplies	25,359.65	144.02	10,000.00	76.40	35,580.07	35,580.07
Total Expense	35,377.20	6,509.87	10,000.00	232.61	52,119.68	52,119.68
Net Ordinary Income	71,006.05	-5,636.51	-10,000.00	16,105.52	71,475.06	71,475.06
Other Income/Expense Other Expense Transfers Out	0.00	0.00	0.00	26,438.95	26,438.95	26,438.95
Total Other Expense	0.00	0.00	0.00	26,438.95	26,438.95	26,438.95
Net Other Income	0.00	0.00	0.00	-26,438.95	-26,438.95	-26,438.95
Net Income	71,006.05	-5,636.51	-10,000.00	-10,333.43	45,036.11	45,036.11

**City of Loyalton**  
**Unpaid Bills**  
As of March 13, 2019

Type	Date	Num	Due Date	Aging	Open Balance
<b>AJE</b>					
General Journal	06/30/2012	AJE cx			2,646.60
Total AJE					2,646.60
<b>Audit Adjustments 2015</b>					
General Journal	07/01/2017	COLR...			-3,753.00
Total Audit Adjustments 2015					-3,753.00
<b>Home Depot</b>					
Credit	08/12/2017	9292845			-13.48
Deposit	02/02/2018	16400...			13.48
Total Home Depot					0.00
<b>Pape Machinery - POWERPLAN</b>					
Credit	11/26/2014	CM 92...			-6.00
Total Pape Machinery - POWERPLAN					-6.00
<b>S.C.O.R.E.</b>					
Bill	07/01/2018	FY19 ...	06/30/2019		7,049.72
Total S.C.O.R.E.					7,049.72
<b>Sierra County Tax Collector</b>					
Bill	10/12/2018	FY 20...	04/10/2019		588.51
Bill	10/12/2018	FY 20...	04/10/2019		351.03
Bill	10/12/2018	FY 20...	04/10/2019		2,050.75
Bill	10/12/2018	FY 20...	04/10/2019		408.31
Bill	10/09/2018	FY 20...	04/10/2019		317.22
Bill	10/09/2018	FY 20...	04/10/2019		18.34
Total Sierra County Tax Collector					3,734.16
<b>Thatcher Company</b>					
Credit	10/22/2018	Inv. 50...			-308.88
Bill	10/22/2018	Inv. 50...	11/21/2018	112	308.88
Total Thatcher Company					0.00
<b>Western Hydro Corporation</b>					
Credit	07/02/2014	CM 15...			-299.37
Total Western Hydro Corporation					-299.37
<b>TOTAL</b>					<b>9,372.11</b>

3:36 PM

03/13/19

Cash Basis

City of Loyaltton

Bills Paid

02/14/2019 - 03/13/2019

Type	Date	Num	Name	Memo	Paid Am...
<b>Enterprise Loan MM 0559</b>					
Check	02/28/2019			Service Charge	-2.00
Bill Pmt -Check	03/01/2019	EFT	USDA	Case 04-046-0946000364, 91...	-21,213.00
<b>Total Enterprise Loan MM 0559</b>					

-21,215.00

General Funds

General Checking 1956- NEW

Check	02/28/2019			Service Charge	-2.00
Liability Check	02/22/2019	EFT	Employment Development Dep...	69817369 (PPE 02.16.2019)	-39.24
Liability Check	02/22/2019	EFT	US Treasury-941	94-6000364 (PPE 02.16.2019)	-1,192.72
Liability Check	02/22/2019	EFT	Employment Development Dep...	69817369 (PPE 02.16.2019)	-270.86
Bill Pmt -Check	02/22/2019	EFT	Nationwide	PPE 02.16.2019	-102.05
Liability Check	03/11/2019	EFT	Employment Development Dep...	69817369 (PPE 03.02.2019)	-25.98
Liability Check	03/08/2019	EFT	US Treasury-941	94-6000364 (PPE 03.02.2019)	-1,020.64
Liability Check	03/11/2019	EFT	Employment Development Dep...	69817369 (PPE 03.02.2019)	-148.70
Bill Pmt -Check	03/11/2019	EFT	Nationwide	PPE 03.02.2019	-10.40
Paycheck	02/22/2019	5499	Bennett, Kenneth E		-1,751.49
Paycheck	02/22/2019	5500	Jordan, Keith S.		-1,360.53
Paycheck	02/22/2019	5501	LeBlanc, Katherine L		-722.55
Paycheck	02/22/2019	5502	Smith, Tracy A		-498.28
Paycheck	03/08/2019	5503	Bennett, Kenneth E		-1,601.45
Paycheck	03/08/2019	5504	Jordan, Keith S.		-1,489.28
Paycheck	03/08/2019	5505	LeBlanc, Katherine L		-918.25
Paycheck	03/08/2019	5506	Smith, Tracy A		-48.28
Paycheck	03/08/2019	5507	Willis, Charlotte L		-298.64
Check	03/08/2019	5508	Smith, Tracy A	Reimbursement-Mileage-City ...	-25.75
Check	03/08/2019	5509	Riede, Darlene F	Reimbursement (Roundtrip fro...	-15.66
Bill Pmt -Check	03/08/2019	5510	Petty Cash (Tracy Smith)	Petty Cash Drawer	-129.73
Bill Pmt -Check	03/12/2019	5511	Amerigas*	201913977	-1,472.42
Bill Pmt -Check	03/12/2019	5512	Ca. State Water Resources Con...	Water System Fees for 07.01....	-600.00
Bill Pmt -Check	03/12/2019	5513	Cougar Mountain Software	Denali Fund Controller-New & ...	-364.00

3:36 PM  
03/13/19

City of Loyaltan  
**Bills Paid**

Cash Basis

02/14/2019 - 03/13/2019

Type	Date	Num	Name	Memo	Paid Am...
Bill Pmt -Check	03/12/2019	5514	Farr West Engineering	Project R4442-1542-PWP Loy...	-6,235.25
Bill Pmt -Check	03/12/2019	5515	Liberty Utilities		-5,865.48
Bill Pmt -Check	03/12/2019	5516	Sierra Environmental Monitoring...	LOY-001	-227.00
Bill Pmt -Check	03/12/2019	5517	Sierra Valley Groundwater Mgm...	Large Capacity Well Manage...	-400.00
Bill Pmt -Check	03/12/2019	5518	Sierra Valley Home Center		-184.82
Total General Checking 1956- NEW					-27,021.45
<b>General Contingency Saving 0322</b>					
Total General Contingency Saving 0322					
Total General Funds					-27,021.45
<b>Designated Funds</b>					
<b>WWTP Settlement MM 4321</b>					
Total WWTP Settlement MM 4321					
<b>WWTP Construction 1990</b>					
Check	02/28/2019			Service Charge	-2.00
Total WWTP Construction 1990					-2.00
<b>Community Dev Block Grant 0059</b>					
Total Community Dev Block Grant 0059					
Total Designated Funds					-2.00
<b>TOTAL</b>					<b>-48,238.45</b>

City of Loyaltyon  
 Financial Report  
 As of March 13, 2019

	Mar 13, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Enterprise Loan MM 0559	338,088.39
<b>General Funds</b>	
General Checking 1956- NEW	141,148.16
General Contingency Saving 0322	129,908.23
<b>Total General Funds</b>	271,056.39
<b>Designated Funds</b>	
WWTP Settlement MM 4387 (New)	2,682,988.87
Fire Dept. Reserve 7243	87,472.12
WWTP Construction 1990	4,867.26
Community Dev Block Grant 0059	9,359.26
<b>Total Designated Funds</b>	2,784,687.51
Cash Drawer	450.00
<b>Total Checking/Savings</b>	3,394,282.29
<b>Accounts Receivable</b>	
Accounts Receivable	76,038.21
<b>Total Accounts Receivable</b>	76,038.21
<b>Other Current Assets</b>	
Grants Receivable	-79,061.19
CDBG Loans Receivable	14,104.53
Due From Other Funds	389,174.04
Due From Sewer Fund	-30,000.00
<b>Accounts Receivable- Government</b>	
Accounts Receivable (State of C	-40.82
General Accounts Receivable	-600.00
Accounts Receivable- Government - Other	-100.00
<b>Total Accounts Receivable- Government</b>	-740.82
<b>Accounts Receivable- Proprietar</b>	
Reserve for Bad Debt	-188,104.18
Accts Receivable- Late Fees Wat	4,839.32
Accts Receivable- Late Fees Sew	12,068.75
Sewer Ent. Accounts Receivable	278,420.50
Water Ent. Accounts Receivable	
Reconnect fee	-624.10
Water Ent. Accounts Receivable - Other	148,024.64
<b>Total Water Ent. Accounts Receivable</b>	147,400.54
<b>Total Accounts Receivable- Proprietar</b>	254,624.93
Undeposited Funds	965.00
<b>Total Other Current Assets</b>	549,066.49
<b>Total Current Assets</b>	4,019,386.99
<b>Fixed Assets</b>	
<b>Fixed Assets</b>	
Construction in Progress	238,826.18
Land	352,112.00
Buildings	1,029,606.34
Improvements	11,667,426.16
Machinery and Equipment	1,348,347.69
Accumulated Depreciation	-4,619,593.00
<b>Total Fixed Assets</b>	10,016,725.37
<b>Total Fixed Assets</b>	10,016,725.37



**City of Loyalton**  
**Financial Report**  
As of March 13, 2019

	Mar 13, 19
<b>TOTAL ASSETS</b>	<b>14,036,112.36</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	9,523.14
<b>Total Accounts Payable</b>	9,523.14
<b>Other Current Liabilities</b>	
<b>Current Portion-Long Term Debt</b>	-123,505.60
Due to Other Governments	21,899.66
Due to Other Funds	389,174.04
Sales Tax Payable	-1,335.00
J. Cussins Converted Sick Liabi	29,049.55
Due to General Fund	-30,000.00
Accrued Bond Interest Payable	59,544.70
<b>Accrued Payroll</b>	
Propriety Accrued Payroll	
Water Ent. Accrued Payroll	132.51
Sewer Ent. Accrued Payroll	335.51
<b>Total Propriety Accrued Payroll</b>	468.02
Governmental Accrued Payroll	5.67
<b>Total Accrued Payroll</b>	473.69
Customer Deposits	200.00
<b>Payroll Liabilities</b>	
Employee Liability Deductions	-2,697.50
State Taxes	132.78
Federal Taxes	-284.23
Payroll Liabilities - Other	10,544.50
<b>Total Payroll Liabilities</b>	7,695.55
<b>Total Other Current Liabilities</b>	353,196.59
<b>Total Current Liabilities</b>	362,719.73
<b>Long Term Liabilities</b>	
John Deere Credit Payable70422	-0.03
John Deere Credit Payable 5215	21,284.56
<b>Bonds Payable</b>	
USDA 92-07	3,215,000.00
Note Payable- Water Proj 91-05	978,400.00
USDA Sewer 92-01	835,338.00
USDA Sewer 92-03	124,491.00
<b>Total Bonds Payable</b>	5,153,229.00
<b>Total Long Term Liabilities</b>	5,174,513.53
<b>Total Liabilities</b>	5,537,233.26
<b>Equity</b>	
Unassigned (Fund Equity)	199,791.14
Reserved Funds	32,967.98
Invested in Fixed Assets	4,956,179.67
Unreserved Fund Balance	2,852,646.67
Net Income	457,293.64
<b>Total Equity</b>	8,498,879.10
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>14,036,112.36</b>

**City of Loyaltan**  
**Income & Expenses**  
**July 1, 2018 through March 13, 2019**

	Jul 1, '18 - Mar 13, 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Transfer In	26,438.95
Building Permits	409.00
Donations	815.00
<b>Property Taxes</b>	
Supplemental	303.75
Homeowners	390.37
Clerk Fees	713.34
Secured	24,392.98
Unsecured	1,089.26
Prior Year	46.88
<b>Total Property Taxes</b>	<b>26,936.58</b>
<b>Taxes &amp; License Revenue</b>	
Sales & Use	46,134.75
License & Permits	4,815.00
<b>Total Taxes &amp; License Revenue</b>	<b>50,949.75</b>
<b>Intergovernmental - Federal</b>	
USDA Grant	413,146.38
Intergovernmental - Federal - Other	45,176.70
<b>Total Intergovernmental - Federal</b>	<b>458,323.08</b>
<b>Intergovernmental - State</b>	
OES Grant Revenue	38,768.93
Road Maintenance & Rehab	8,746.63
VLf Swap	31,767.50
Traffic Congestion Relief	867.20
Highway Users Tax	
2103 (Gas Tax)	1,993.91
2105	2,714.80
2106	4,060.60
2107	3,235.03
2107.5	1,000.00
<b>Total Highway Users Tax</b>	<b>13,004.34</b>
<b>Intergovernmental - State - Other</b>	<b>21,087.41</b>
<b>Total Intergovernmental - State</b>	<b>114,242.01</b>
<b>Enterprise Income</b>	
<b>Sewer Service Income</b>	
Late Fees Sewer	1,984.42
Sewer Service Income - Other	242,785.47
<b>Total Sewer Service Income</b>	<b>244,769.89</b>
<b>Water Service Income</b>	
Connection Fee	300.00
Late Fees Water	992.21
Water Service Income - Other	137,477.65
<b>Total Water Service Income</b>	<b>138,769.86</b>
<b>Total Enterprise Income</b>	<b>383,539.75</b>
<b>Charges for Current Services</b>	
Copies & Faxes	803.91
<b>Rent Income</b>	
Auditorium Rental	60.00
Social Hall	520.00
Rent Income - Other	8,100.00
<b>Total Rent Income</b>	<b>8,680.00</b>

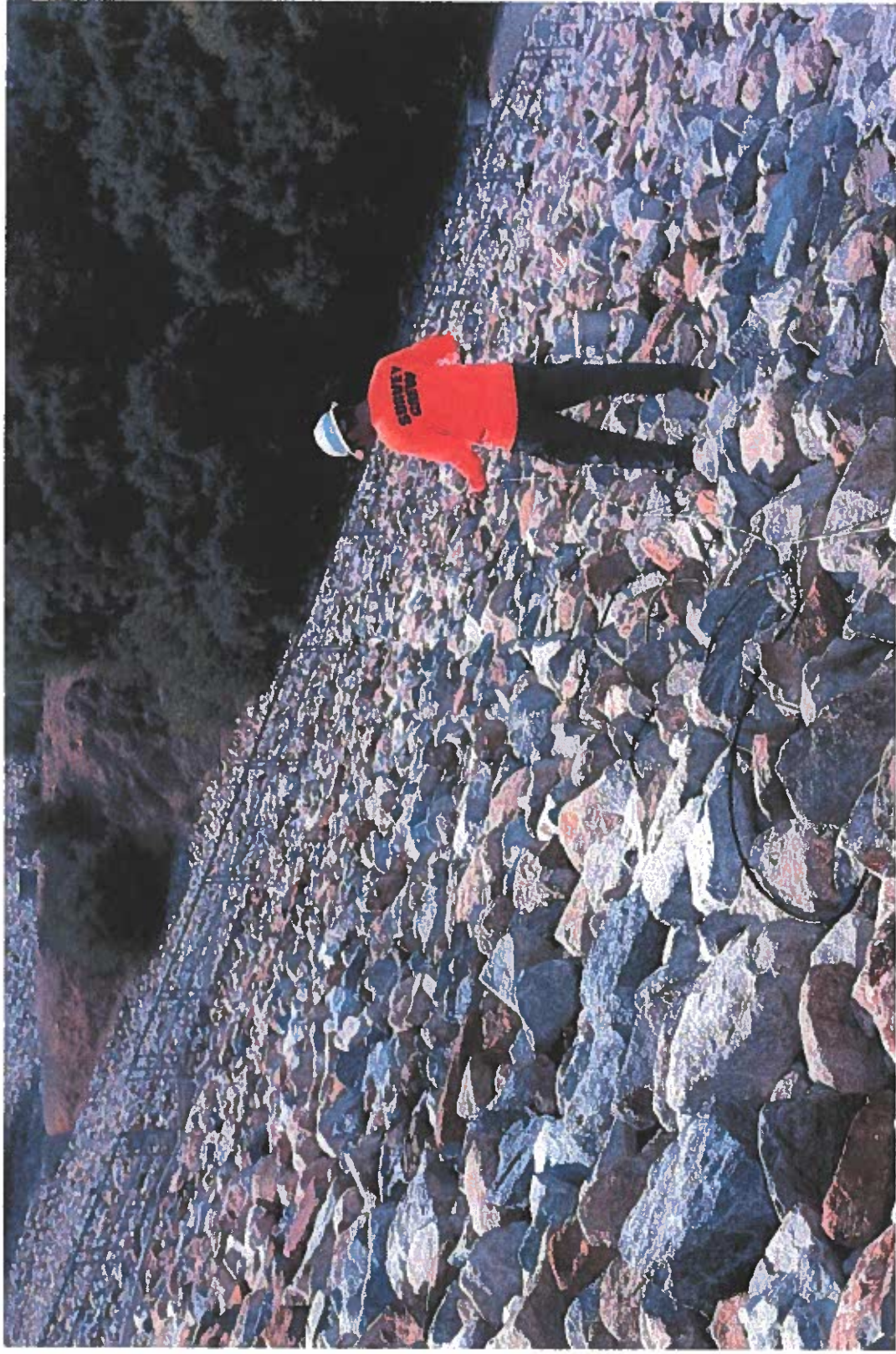


[hgiworld.com](http://hgiworld.com)



# Dam Monitoring

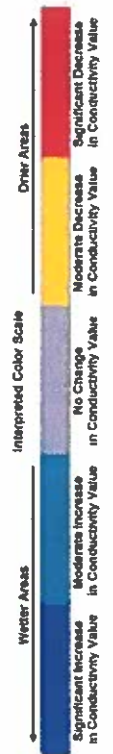
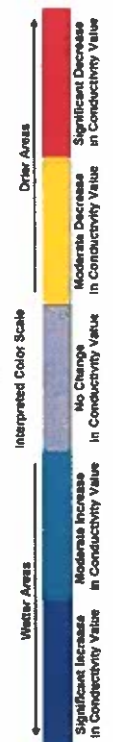
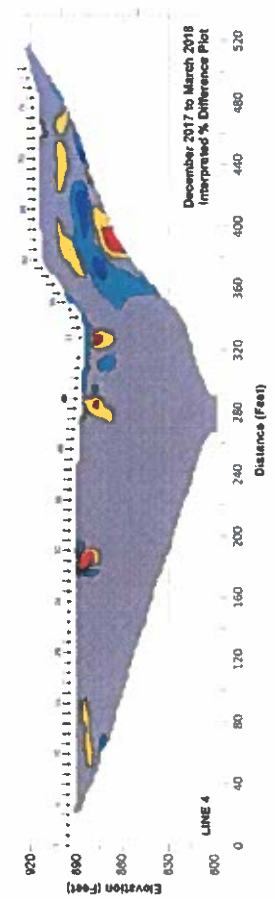
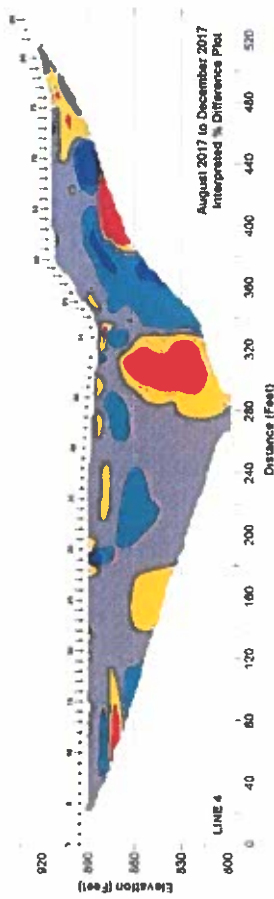
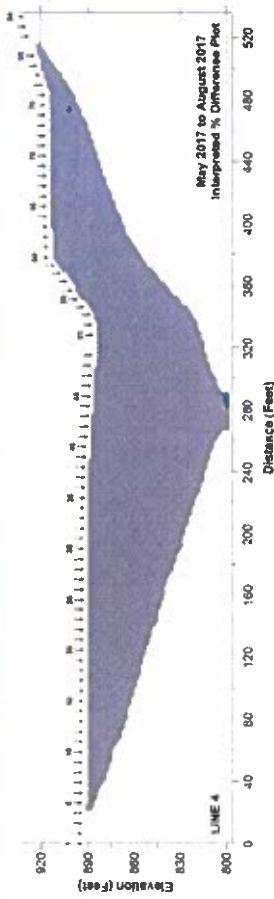
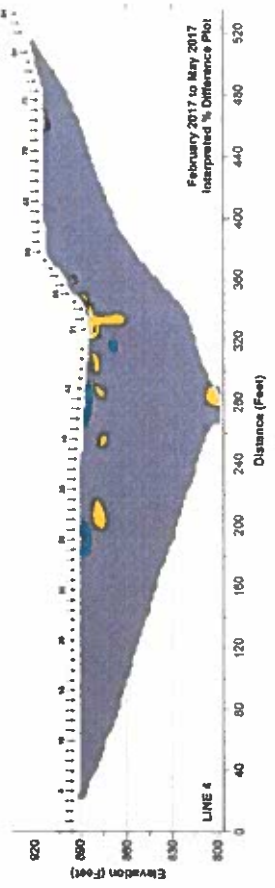
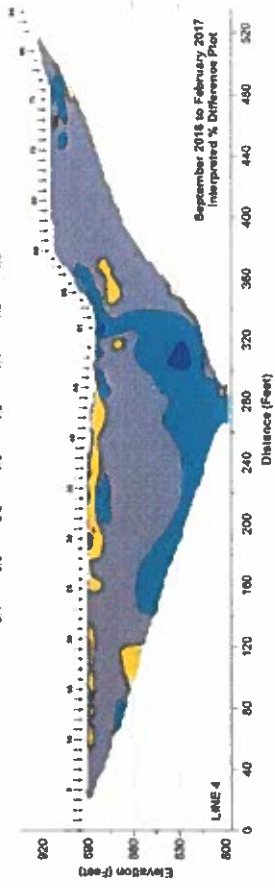
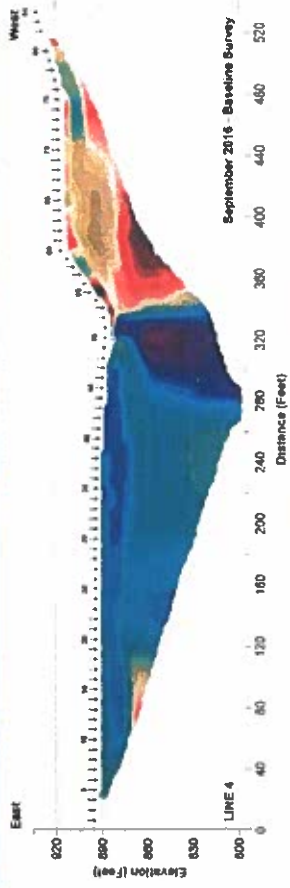
'State of Health'  
Monitoring





# Dam Monitoring

Can apply our geophysical tools to monitoring earthen dams over time, to monitor known seepage (as in images below) or provide an internal check on the health of a dam structure.





# LEAK LOCATION SERVICES, INC.

January 31, 2019

Ms. Nicki Furtaw  
Farr West Engineering  
5510 Longley Lane  
Reno, NV 89511

Email: [nfurtaw@farrwestengineering.com](mailto:nfurtaw@farrwestengineering.com)

Subject: Proposal for the Geomembrane Leak Location Survey of Two Effluent Storage Ponds located near Loyalton, California  
LLSI Proposal 3010

Dear Ms. Furtaw:

Leak Location Services, Inc. (LLSI) is pleased to submit the enclosed proposal for conducting a geomembrane leak location survey for the above mentioned site. LLSI is the most experienced geomembrane leak location firm in the world and the qualifications of our field crews are unmatched.

The technical staff of LLSI have a combined total of more than 89 years of commercial geomembrane leak location experience. LLSI has performed more than 3,630 leak location surveys and surveyed more than 549,640,000 square feet of geomembrane. LLSI has successfully performed leak location surveys worldwide for more than 25 years. LLSI has provided leak location services in 47 states, eight Canadian provinces, and 28 foreign countries.

In the attached proposal, your company is referred to as "Client." To engage our services for the work please reference proposal 3010 in a purchase order or contract. If there are any questions regarding leak location surveys or this proposal, please contact us at (210) 408-1241. We appreciate the opportunity to be of assistance on this important service requirement.

Respectfully,

John Ortiz  
Senior Project Manager



# LEAK LOCATION SERVICES, INC.

LLSI Proposal 3010  
January 31, 2019

*A Proposal for:*

## **GEOMEMBRANE LEAK LOCATION SURVEY OF TWO EFFLUENT STORAGE PONDS LOCATED NEAR LOYALTON, CALIFORNIA**

Prepared by:

John Ortiz  
Senior Project Manager

**\*\*CONFIDENTIALITY NOTICE\*\***

**THIS PROPOSAL CONTAINS INFORMATION THAT IS CONFIDENTIAL OR LEGALLY PRIVILEGED. THIS PROPOSAL AND COST QUOTE ARE PROVIDED WITH THE STIPULATION THAT THIS INFORMATION IS FOR THE EXCLUSIVE USE OF THE ENTITY NAMED ON THE COVER LETTER FOR SUBMITTING A BID FOR THE TITLED PROJECT. THE DISCLOSURE OR DISTRIBUTION OF ANY OF THE INFORMATION TO ANY OTHER PARTY IS PROHIBITED.**

### **I. INTRODUCTION**

Leak Location Services, Inc. (LLSI) offers this proposal for locating leaks in the primary geomembrane for the subject ponds. Each pond has an area of approximately 260,000 square feet each and are lined with a single HDPE geomembrane. This proposal describes the work that will be performed by LLSI and the important site preparations and support to be performed by the Client for a successful leak location survey.

### **II. QUALIFICATIONS**

The technical staff of LLSI have a combined total of more than 89 years of commercial geomembrane leak location experience. LLSI has performed more than 3,630 leak location surveys and surveyed more than 549,640,000 square feet of geomembrane. LLSI has successfully

performed leak location surveys worldwide for more than 25 years. LLSI has provided leak location services in 47 states, eight Canadian provinces, and 28 foreign countries.

In 2018, LLSI completed 134 geomembrane leak location surveys. The area surveyed was more than 30,091,500 square feet (690 acres). In the last three years, LLSI has surveyed approximately 86,119,300 square feet (1,977 acres) of geomembrane. These surveys were performed in accordance with ASTM standards D7002, D7007, D7240, and D7953.

LLSI field personnel have received safety training for OSHA HAZWOPER, OSHA Construction Safety and Health, OSHA 30 Hour Construction Industry Outreach, MSHA work at surface mines, SafeLand USA, confined space entry, first aid, and CPR. In addition, LLSI subscribes to the ISN, PICS, PEC, Browz, and CanQual safety programs.

### III. TECHNIQUE

#### A. General

The electrical leak location method detects electrical paths through the geomembrane caused by water or moisture in the leaks. A voltage is connected to one electrode that is placed in the water or soil covering the geomembrane and then to a second electrode connected to the water or soil under the geomembrane or earth ground. Electrical current flowing through the leaks in the geomembrane produces localized anomalous areas of high current density near the leaks. These areas are located by making electrical potential measurement scans in the water or soil covering the geomembrane.

#### B. Deep Water Survey

When the water is too deep to wade or conditions do not allow someone to enter the flooded area, the area can be surveyed with a towed probe. The probe has an insulated electrical cable on one end and a plastic rope attached to the other end. The probe is towed down the side slope, across the bottom of the pond and then back up the opposite side-slope along the established survey lines while the survey operators stand on opposite sides of the pond. The probe and cable are then moved to the next survey line and the process reversed. The survey lines spaced approximately 2.5 feet apart are established by placing temporary marks on the geomembrane side-slope near where the survey operators will stand.

When a leak is located, the position of the leak is determined by measuring the distance to the sensor when the sensor is at the leak. However, because the probe can only be maneuvered along the survey line, and because of the tolerances in the measurement accuracy, the positioning accuracy for located leaks is anticipated to be about two feet plus 1 or 2 percent of the distance to the leak. When the water is removed for repair, the leak must be located visually by the leak repair crew using the distance marks provided to guide the repair personnel.



C. Leak Detection Sensitivity Test

The leak location equipment will be tested to document the leak detection sensitivity using a simulated leak. The simulated leak is a 0.055-inch hole in a plastic container with a thickness approximating the thickness of the geomembrane. An insulated wire with a stripped end will enter the container through a sealed insulating penetration. The other end of the wire will be connected to an electrode connected to earth ground. The container will be filled with water from the pond and submerged in the pond. Leak location scans will be made to determine the maximum distance that the simulated leak can be reliably detected.

D. Reporting

The general results of the survey will be reported to a designated representative of the Client during the daily progress of the field work. A list of the locations of the leaks found shall be submitted to the representative after completion of the field work and before the survey personnel leave the site. A report documenting the work and results of the surveys will be prepared and submitted within fourteen days after completion of the field work.

IV. PREPARATIONS AND SUPPORT

The Client will be responsible for labor support and preparing the site for the survey according to the project specifications. The following labor and support will be provided by the Client.

- Provide electrical isolation for the survey by leaving a strip of bare geomembrane exposed around the perimeter of the cell to be tested.
- The geomembrane area that is under test must be completely flooded with water containing no hazardous or foul substances.
- Electrical paths through or around the geomembrane to earth ground should be eliminated or insulated. Some electrical ground paths are: exposed concrete in contact with the leak detection zone; steel batten anchors through the geomembrane; metal pipe penetrations; steel stairs or piers; grounded metal pipes, pumps and pump wiring and concrete or soil spillways or entrance ramps.
- The client is responsible for the removal of excess debris, sediment, sandbags, rope, and/or any other materials in the floor of the pond that might interfere with the path of the towed sensor, create an entanglement hazard, or create any interference with the sensitivity of the survey. Surveys cannot be performed in sludge. There must be fluid water in the pond to perform this survey.



- Provide a source of AC power of 110 to 125 volts AC with a current capability of 5 amperes near the edge of the area to be surveyed. Provide a fire extinguisher when required.
- Provide two supervised laborers to assist LLSI personnel survey the pond. Personnel assigned to help LLSI will work the same hours as LLSI.

V. SCHEDULE

Scheduling priority is given to the earliest firm authorization to mobilize. The projected time for performing the proposed leak location survey as shown in the Cost section of this document assumes no standby time. **Work and standby will continue through weekends if necessary.** This proposal is valid for 90 days.

VI. COST

The costs for the survey work, including equipment, mobilization, survey and report with additional cost items if needed are:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COST</u>
A.	Mobilization of a two-person field crew from LLSI, expenses*, up to 48 man-hours of survey in three consecutive days, and report .....	<u>\$ 24,770</u>
TOTAL ESTIMATED COST* .....		<u>\$ 24,770</u>

Additional Costs if Requested or Required:

B.	Additional survey or standby time per man (greater of actual time or 8 hours per day) ** .....	\$ 225
C.	Additional round trip mobilization per technician (extra survey hours may be required as per item B).....	\$ 3,900

\* Expenses included are: transportation, equipment shipping, local transportation, lodging, meals, and expendable field supplies.

\*\* If standby occurs before proposed survey hours have been depleted then the proposed survey hours are deducted from first. Any additional hours above hours proposed will be charged at the additional survey or standby rate. Applies if more than the proposed time is needed to complete the work because of lack of preparations or support, delays due to weather (lightning within four miles, frozen soil, wind chill below 15 degrees F, wind speed above 25

mph, visibility below 1,000 feet, moderate rainfall or any other weather condition that would present a safety hazard), numerous leaks (more than three leaks per acre) or delays caused by circumstances beyond the control of LLSI. The extra hours of work or standby will be charged at the rate listed in item B. The survey cannot be conducted with more than one inch of snow on the cover material or if any part of the cover material above or below the geomembrane is frozen.

#### VII. INSURANCE

LLSI carries comprehensive general liability, hired non-owned automobile liability and workers compensation insurance coverage with limits appropriate for construction projects of this nature.

#### VIII. PAYMENT

Client shall pay LLSI the amount stated in Section VI of this proposal for the work which may include additional standby or survey costs. All invoices rendered Client by LLSI shall be paid within 30 days from date of invoice. Should LLSI find it necessary to employ an attorney to collect any unpaid invoice amount, Client shall pay all attorney's fees required to collect the unpaid debt.

#### IX. WARRANTY

As with any technology, there are ultimate limits to the technology and practical field procedures. The electrical leak location method can accurately find the smallest electrical paths of practical interest. However, conditions may exist where an electrical path is not established through a leak because of preparations or other conditions not under the control of LLSI. LLSI also has no control over the reliability or completeness of the repairs, and has no control over possible future geomembrane failures or damage to the geomembrane. For a small proportion of the total cost of a geomembrane-lined facility, LLSI cannot assume any liability for possible existing and future pollution damages and litigation costs.

Nevertheless, Leak Location Services, Inc. is the most experienced in the world for field applications of the electrical leak location method for geomembranes, and the results of these applications have been outstanding. To reflect these practical realities, LLSI provides the following warranty:

#### **LIMITED WARRANTY**

**LEAK LOCATION SERVICES, INC. WILL PERFORM THE PROPOSED WORK DESCRIBED HEREIN IN A GOOD AND WORKMANLIKE MANNER WITH THE DEGREE OF HIGH PROFESSIONAL SKILL AND SOUND PRACTICES AND JUDGEMENT THAT IS NORMALLY EXERCISED BY RECOGNIZED PROFESSIONAL FIRMS WITH RESPECT TO SERVICES OF A SIMILAR NATURE.**



HOWEVER, BECAUSE THE WORK INVOLVES CONDITIONS THAT ARE NOT UNDER THE CONTROL OF LLSI BEFORE, AFTER, OR DURING THE TESTING, LLSI DOES NOT WARRANT THAT IT WILL DETECT, OR IDENTIFY, OR MARK ALL LEAKS IN THE GEOMEMBRANE.

IN ADDITION, LLSI DOES NOT ASSUME ANY LIABILITY FOR THE DIRECT, FORESEEABLE OR CONSEQUENTIAL LOSS, COST OR DAMAGE RESULTING FROM DEATH, PERSONAL INJURIES, LOSS OR DAMAGE TO PROPERTY, OR IMPAIRMENT, OR ANY DAMAGE TO ANY RIGHT, INCLUDING BUT NOT BY ANY WAY OF LIMITATION, THE RIGHT TO BE PAID FOR THE LOSS OF TIME, LOSS OF SERVICES, FINES, PENALTIES, OR ATTORNEY'S FEES AND OTHER EXPENSES INCURRED, ARISING OUT OF OR AS A CONSEQUENCE OF THE USE OR MISUSE OF ANY SURVEY RESULTS, DATA OR OTHER INFORMATION RESULTING FROM PERFORMING THE PROPOSED SERVICES.

THE PARTIES AGREE THAT ANY DAMAGES, CLAIMS, OR LOSSES INCLUDING ENVIRONMENTAL OR POLLUTION DAMAGES, CLAIMS, OR LOSSES RESULTING FROM THE WORK LLSI PERFORMS UNDER THIS AGREEMENT WILL BE LIMITED TO THE AMOUNT OF COMPENSATION LLSI HAS RECEIVED UNDER THIS CONTRACT.

Accepted and authorized:

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Purchase Order Number

- Our company does not utilize a purchase order system.  
(Check box and enter N/A above)



Leak Location Services, Inc.