

CITY OF LOYALTON

COUNTY OF SIERRA
210 FRONT STREET
P.O. BOX 128
LOYALTON, CALIFORNIA 96118
(530) 993-6750
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OFFICE OF THE MAYOR

**AGENDA FOR THE REGULAR MEETING OF THE LOYALTON CITY
COUNCIL
6:00 P.M. – LOYALTON SOCIAL HALL- 105 BECKWITH STREET
JULY 18, 2017
NEXT ORDINANCE #419
NEXT RESOLUTION NO. 5-2017**

**Agenda and Packet available on New City Website
cityofloyalton.org**

Matters under the jurisdiction of the Council, and whether or not on the posted agenda, may be addressed by the general public during the Public Comment Opportunity Time. No action may be taken or substantive discussion on matters not on the posted agenda.

The Council limits public comment to three minutes per person and not more than three individuals addressing the same subject.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **ANNOUNCEMENTS**
6. **APPROVAL OF MINUTES**
Special Regular Meeting-June 29, 2017
7. **PUBLIC COMMENT**

8. **STAFF REPORTS**

Written Communications/Possible Action Items

9. **FIRE DEPARTMENT REPORT**

10. **FINANCIAL COMMITTEE REPORTS**

1. Approval of transfer of all WWTP Litigation Settlement Funds to MM Account 4321 (K. Lombardi)
2. Approval of Reimbursement Invoice(s) for the USDA
3. Acknowledgement of Approval of Funds Transfers to Account xxxxx0559 for payment of USDA Loans July 2017
4. Acknowledgement of Approval of USDA Loan Payments
5. Approval of Financial Report (as presented to Council on July 12, 2017)
 - Financial Committee Report/Update.
 - Payment of Bills

11. **PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION**

12. **OTHER COMMITTEE REPORTS**

13. **DISCUSSION AND POSSIBLE ACTION ITEMS**

1. Discussion and possible action to declare three inactive wells and one well house(the physical structures and not any water rights) on private property (Goicoechea) surplus and to authorize the Mayor to execute an agreement with the property owner(Goicoechea) for the City to transfer ownership of the wells and well house to property owner. (submitted by M. Marin)
2. Discussion and Possible action adoption of urgency ordinance of the City of Loyalton, State of California, amending existing Ordinance NO. 409 (submitted by N. Rogers)
3. Discussion and Possible action regarding use of the city lawn mower.(submitted by M. Marin)
4. Discussion and Possible action regarding appointment of alternates to fill the vacancy(s) for LAFCO and SCORE. (submitted by K. LeBlanc)
5. Discussion and possible action regarding holiday pay for July 3, 2017 (submitted by M. Marin)
6. Discussion and possible action regarding appointment of City Clerk to fill vacancy. (submitted by Mark Marin)

14. **ADJOURNMENT**

June 29, 2017

SPECIAL MEETING

The special meeting of the Regular Meeting of the Loyalton City Council was called to order by Mayor Mark Marin on June 29, 2017 at 6:00pm at the Loyalton Social Hall.

COUNCIL MEMBERS PRESENT

M. Marin, B. Mitchell, N. Rogers, J. VanDaam, K. Gallegos (arrived at 6:30 pm)

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

T. Smith-City Clerk, K. Lombardi-City Bookkeeper

GUESTS PRESENT

R. Maddalena, J. Gullixson, J. Buck, L. Horner, D. Cussins, D. Yegge, E. Benson

APPROVAL OF AGENDA

(1 attachment) Agenda Item No. 14-1 was removed. B. Mitchell made a motion to approve the agenda as amended; it was seconded by N. Rogers. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, M. Marin-Aye. Motion carried.

ANNOUNCEMENTS

1. Mayor Marin introduced newly appointed Council Member Jason VanDaam.
2. Council Member Brooks Mitchell announced that tonight's meeting was his last meeting as he was resigning from the Loyalton City Council effective after tonight's meeting, 06.29.2017.
3. Mayor Marin announced the City of Loyalton had received \$500.00 from the "bike people" (Tour De Manure) for the use of the city's facilities at the city park.

APPROVAL OF MINUTES

(3 attachments) The minutes from May 16, 2017 were amended as follows: closed session, no. 2 was changed to read, "CalPERS Agreement to be presented to the retirees by the City of Loyalton". Guest J. Gullixson asked that the letter he presented council with at the May 16, 2017 Council Meeting be not only noted as entered into the record but to attach the letter as well to the minutes from the meeting, the same as well of the letter he has presented tonight at the June 29, 2017 Meeting. After the changes were made, B. Mitchell made a motion to approve the minutes from the regular city council meeting of **May 16, 2017**, it was seconded by N. Rogers. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, M. Marin-Aye. Motion carried. With no corrections or changes, B. Mitchell made a motion to approve the minutes from the special city council meeting of **May 22, 2017**, it was seconded by N. Rogers. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, M. Marin-Aye. Motion carried. With no corrections or changes, B. Mitchell made a motion to approve the minutes from the special city council meeting of **May 26, 2017**, it was seconded by N. Rogers. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, M. Marin-Aye. Motion carried.

PUBLIC COMMENT

1. City resident Joy Markum asked about the recent water restrictions the city had imposed. Council Member Mitchell said it was on the agenda and would be addressed at that time.
2. City resident Mark Lombardi addressed council and told them the sewer lines have collapsed in the alley behind his home on Main St/Hwy. 49 and need to be repaired and hope some of the money from the WWTP Settlement will cover that. Mayor Marin said he was meeting with an engineer regarding not only the alleyway but also Beckwith St. All updates regarding the matter would be posted on the city's new website, cityofloyalton.org as well as any future information regarding city matters that is not under closed session and confidential.
3. City resident Eileen Benson asked if there was any updates on the trailer park. Council Member Rogers said that contracts among individual users in the park have been set up, they will be billed and if they don't pay, their water will be turned off. Any squatters will not be offered contracts and their water will be shut off. Council Member Mitchell and Mayor Marin stated that it is rumored that the county has located the park's owner. E. Benson had several other questions regarding the park but they were not issues the council could address they were issues for the county.

TIMED ITEM(6:30 PM)

Rick Maddalena/Proposed Fire District Presentation & Discussion: Rick Maddalena again presented to city council on the benefits of a fire protection district for the eastern portion of Sierra County; he spoke of the history on fire protection for the Sierra Valley, of large areas within the eastern part of the county that are without fire protection and how the county wants out of the business of fire protection. A discussion between council and Mr. Maddalena followed with focus on such topics as what would change and what would remain the same, funding, administrative fees, insurance issues, the forming of LAFCO with Verdi, fire protection regarding different parts of the Sierra Valley amongst other various subjects regarding the matter. When the presentation and Q&A period was finished, Mayor Marin asked Mr. Maddalena if a preliminary contract could be presented to the city for review? In his opinion, there were still a lot of questions that were up in the air and he would like to see it on paper before committing to anything. Mr. Maddalena said he thought that would be possible, this concluded the timed item presentation on the proposed fire protection district.

STAFF REPORTS/WRITTEN COMMUNICATIONS

1. (1 attachment) The city clerk read a letter from Council Member Mitchell dated June 29, 2017 stating this date would be his last as a Loyalton City Council Member as he was resigning.
2. (1 attachment) The city clerk read a letter from herself addressed to Loyalton City Council dated June 29, 2017 stating June 30, 2017 would be her last day as Loyalton City Clerk as she was resigning. Council Member Mitchell asked if the deputy clerk would assume the position? The city clerk said she would ask the deputy clerk but there was no guarantee as the deputy clerk had previously stated that she was not interested in assuming the position. If not, the city would need to advertise for a city clerk along with the city council vacancy.

FIRE DEPARTMENT REPORT

No report however, Council Member Mitchell asked if the fire department would be permitted to wash down the Rotary Picnic Grounds Monday Night prior to the 4th of July Events, the mayor said he would see no problem in that.

FINANCIAL POLICY REVIEW

K. Lombardi stated the financial policy was to be reviewed by the financial committee. Mayor Marin stated that Council Member Rogers and himself would be the financial committee and that they would be the ones reviewing the policy, which he stated he had already begun to review.

PRELIMINARY BUDGET 2017-2018

With no 2017-2018 preliminary/draft budget to present, by recommendation of Council Member Mitchell and in the form of a motion, Mitchell motioned to bring forward the 2016-2017 budget as the preliminary/draft budget for 2017-2018 and make the adjustments to that. This would meet the councils obligation to presenting a preliminary/draft budget. The motion was seconded by Council Member VanDaam. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, M. Marin-Aye. Motion carried.

REIMBURSEMENT FOR USDA

(1 attachment) With no questions regarding the reimbursement invoice for the USDA, B. Mitchell made a motion to approve the reimbursement not to exceed \$1757.50, it was seconded by J. VanDaam. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, M. Marin-Aye. Motion carried.

ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS

(1 attachment) With no questions, comments or discussions, B. Mitchell made a motion to approve the four transfers from the general fund to the enterprise loan fund for a total of \$24,000.00, it was seconded by N. Rogers. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, M. Marin-Aye. Motion carried.

APPROVAL OF SETTLEMENT FUNDS TRANSFER(S)

(1 attachment) B. Mitchell made a motion to transfer the \$2,007,511.00 settlement money from the general fund along with the Cox & Cox Money when it is received, to open a separate account for said funds. The \$200,751.00 for legal fees will be deducted from the \$2,007,511.00 before the transfer takes place and any further withdrawal from the WWTP Settlement Account will require a 4/5 council vote to approve the action(s), the motion was seconded by J. VanDaam. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. Van Daam-Aye, M. Marin-Aye. Motion carried.

FINANCIAL REPORT

(12 attachments) There were no questions or comments from council regarding the financial report.

APPROVAL OF FINANCIAL REPORT

B. Mitchell made a motion to approve the Financial Report as presented June 14, 2017; it was seconded by N. Rogers. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, K. Gallegos-Aye, M. Marin-Aye. Motion carried.

PAYMENT OF BILLS

(1 attachment) With no questions regarding the payment of bills, B. Mitchell made a motion to pay the bills not to exceed \$40,760.06; it was seconded by J. VanDaam. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, K. Gallegos-Aye, M. Marin-Aye. Motion carried.

PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

WWTP Litigation Update: Council Member Mitchell stated the city has settled the WWTP Litigation with Stantec and Cox & Cox. The first settlement came from Cox & Cox; \$965,00.00 from Cox & Cox to be paid to the city, the city's bill to Cox & Cox of \$114,000.00 to be waived, note, the estimate to repair Beckwith St. was quoted at \$464,000.00, the amount settled on is twice that, plenty to fix Beckwith St. and Lombardi Lane. The second settlement was accepted in a 4-1 vote for the amount of \$2,007,511.00; of that amount \$200,751.10 will be paid to Snell & Wilmer along with 10% of the Cox & Cox Settlement. All attorney's fees paid to Snell & Wilmer should amount to right under \$300,000.00 with the city coming out with just under \$3,000,000.00. There is also \$600,000.00 in the USDA Account that is for the WWTP that can be used. Council Member Mitchell recommended that council did not approve another dollar to be used on the current WWTP for repairs; the project has failed three times already and it would not be in the city's best interest to put any more money into it. He did recommend having a meeting amongst our US Assemblyman, our US Representative, the Dept. of Water Resource, EPA, Black Eagle Constr.(Larry Johnson) and Steve Gross to propose a new plan/solution. He did agree that Beckwith St. and Lombardi Lane should be repaired with a portion of the money. Mayor Marin stated he was meeting with Larry Johnson of Black Eagle Constr. on July 5, 2017 at 10:00 am; Larry, being retired, will assist in the reference process for a new engineer. The Mayor will provide council with the information received from the meeting and then council will meet with Larry and the proposed new engineer present. Once the new engineer is in place, Larry has agreed to periodically monitor progress for the city at no charge to the city for his service/assistance.

OTHER COMMITTEE REPORTS

None

DISCUSSION AND POSSIBLE ACTION ITEMS

1. Item removed from agenda

2. **(3 attachments)** After a brief discussion amongst council regarding the terms of the Verizon Contract, council decided to accept the Verizon Contract and not continue negotiations with the version of the contract reviewed and updated by Steve Gross. With that B. Mitchell made a motion to accept the Verizon Contract as presented without going back to Steve Gross, the motion was seconded by J. VanDaam. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, K. Gallegos-Aye, M. Marin-Aye. Motion carried.

3. **(1 attachment)** After a discussion on the city's policy regarding sick leave accrual and the use of that accrued time, it was determined that the city was already adhering to the state's requirements. It was decided no action was necessary.

4. Council Member Rogers feels if the city no longer needs Tom Barth's Services, then why don't we terminate our relationship with him. B. Mitchell stated that there was no contract with Barth so if he is paid in full, just don't use him anymore. No action required.

5. Council Member Rogers wanted to know where the process was on the sale of the city property to the county (funding money for the CalPERS Retirees), she discovered the paperwork was in progress but the funding would not be in place in time to pay the retirees. It was decided to use contingency money to pay the retirees and then "payback" the contingency account when the funding from the sale was received, a 4/5 vote is required to approve this action. J. VanDaam made a motion to take \$27,500.00 from the contingency account to pay the CalPERS Retirees, the motion was seconded by K. Gallegos. Roll Call Vote: B. Mitchell-Abstain, N. Rogers-Aye, J. VanDaam-Aye, K. Gallegos-Aye, M. Marin-Aye. Motion carried.

6. (1 attachment) Mayor Marin explained that the water restrictions are in place because the city's position is not good. Due to the city's poor past performances on their audits there has been no chance for any loans or grants to drill for a new well. Now that the city is going to finally have a good audit, there is a possibility for Prop 1 Grant Funding to drill one possibly two wells. Currently the city operated on one well with a smaller well at the hospital as backup; the city is pumping way too much water through the main well and if it fails, the city will be in trouble. A discussion amongst council and city residents who were concerned with the restrictions followed. At the end of the discussion, a motion was made by K. Gallegos to send out water recommendations to the Citizens of Loyalton in lieu of mandatory water restrictions, the motion was seconded by J. VanDaam. Roll Call Vote: B. Mitchell-Abstain, N. Rogers-Aye, J. VanDaam-Aye, K. Gallegos-Aye, M. Marin-Aye. Motion carried.

7. (1 attachment) B. Mitchell made a motion to approve the business license for Chelsea Johnson, doing business as The Gilded Drifter, it was seconded by M. Marin. Roll Call Vote: B. Mitchell-Aye, N. Rogers-Aye, J. VanDaam-Aye, K. Gallegos-Aye, M. Marin-Aye. Motion carried.

Meeting Adjourned

Closed Session

No closed session

APPROVED: _____

Mayor Mark Marin

ATTEST: _____

Tracy Smith, City Clerk

ORDINANCE NO. _____

AN URGENCY ORDINANCE OF THE CITY OF LOYALTON, STATE OF CALIFORNIA, AMENDING EXISTING ORDINANCE NO. 409

Whereas, the City of Loyalton provides water and sewer service; and

Whereas, the current time period for City of Loyalton residents to pay for water and sewer services is too long and contributes to the growing number and size of delinquent water and sewer accounts and bad debt that must be written off; and

Whereas, bad debt must be reduced and billing and collections must improve for the City of Loyalton to continue to sustain and upgrade its ability to provide water and sewer services in order to preserve the health, safety and welfare of City of Loyalton residents and property.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LOYALTON, COUNTY OF SIERRA, STATE OF CALIFORNIA, HEREBY ORDAINS AS FOLLOWS:

Section 1. Section 2.11(B) of Ordinance No. 409 is amended by deleting Section 2.11(B)(1) in its entirety, revising Section 2.11(B)(2) to provide a minimum of 72 hours notice prior to discontinuation of service and renumbering the sections, such Section 2.11(B) provides as follows:

- “B. The following steps will be followed where an active service must be discontinued:
1. A notice will be placed on the property at least 72 hours prior to discontinuance.
 2. If a public health hazard is determined by the City to be present, service may be discontinued without prior notice and the customer promptly notified.”

Section 2. All other sections of Ordinance No. 409 shall remain in full and effect.

Section 3. This ordinance shall take effect immediately upon its introduction as an emergency ordinance under Government Code Section 36937. The following declaration states the facts and findings constituting an urgency: the current time period for City of Loyalton residents to pay for water and sewer services is too long and contributes to the growing number and size of delinquent water and sewer accounts and bad debt that must be written off; bad debt must be reduced and billing and collections must improve for the City of Loyalton to continue to sustain and upgrade its ability to provide water and sewer services in order to preserve the health, safety and welfare of City of Loyalton residents and property.

AYES:

NOES:

ABSTAIN:

ABSENT:

CITY OF LOYALTON

, Mayor

APPROVED AS TO FORM:

Steven C. Gross, City Attorney

ATTEST:

, City Clerk

1 **2.09 SHUTOFF VALVE ON THE CUSTOMER'S PROPERTY**

2 The customer shall install, maintain and use a customer's shutoff valve to turn water on
3 and off for their convenience. Such valve shall be located downstream of the water
4 meter. The City's valve shall not be used by the customer or their representatives
5 without the express written approval of the City. Unauthorized use constitutes tampering
6 with the City facilities.

7 **2.10 PRESSURE RELIEF AND PRESSURE REDUCING VALVES**

8 A suitable pressure relief valve must be installed and maintained by the customer at the
9 customer's expense. When check valves or other protective devices are used on the
10 water service, the relief valve shall be installed between any check valves and the water
11 heater on the customer's side of the City's meter. When the City's line pressure is over
12 60 pounds per square inch at the service connection, a suitable pressure reducing valve
13 shall be installed and maintained by the customer on the customer's side of the City's
14 meter. The valve shall be set to maintain a pressure equal to or lower than 60 pounds
15 per square inch within the structure.

16 **2.11 DISCONTINUANCE OF SERVICE**

17 A. Service may be discontinued for the following reasons:

- 18 1. Failure of customer to meet financial obligations for water service
19 provided or for repairs or alterations made to the customer's service
20 facilities by the City.
- 21 2. The presence of a public health hazard associated with the customer's
22 service connection that could adversely affect the public water system.
- 23 3. Failure of a customer to comply with the City's Ordinances, rules, and
24 regulations for water service.

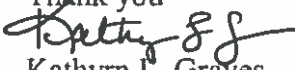
25 B. The following steps will be followed where an active service must be
26 discontinued:

- 27 1. For shutoffs caused by non-payment, Customer and/or owner of property
28 will be noticed via mail at least fourteen (14) days before the time and
29 date for discontinuance.
- 30 2. A notice will be placed on the property at least 48 hours prior to
31 discontinuance.
- 32 3. If a public health hazard is determined by the City to be present, service
33 may be discontinued without prior notice and the customer promptly
34 notified.

Kathryn L. Graves
315 Church Street
P.O. Box 682
Loyalton, CA 96118
530-852-1189

To The Loyalton City Council:

My name is Kathryn (Kate) L. Graves and I am interested in the City Clerk Position. I am a registered voter and a citizen of the City of Loyalton. I was born and raised in the Sierra Valley and a Loyalton High School Graduate. My kids both attended Loyalton Elementary and Middle School and are currently attending the High School.

Thank you

Kathryn L. Graves

ENTERED

JUL 07 2017

BY: _____

City of Loyaltan
Revenue & Expenditures - Financial Report
 As of July 12, 2017

	Jul 12, 17
ASSETS	
Current Assets	
Checking/Savings	
Enterprise Loan MM 0559	180,384.85
General Funds	
General Checking 1956- NEW	66,009.19
General Contingency Saving 0322	107,577.11
Total General Funds	173,586.30
Designated Funds	
WWTP Settlement MM 4321	1,806,759.90
Fire Dept. Reserve 7243	9,839.97
WWTP Construction 1990	6,180.29
Community Dev Block Grant 0059	2,005.96
Total Designated Funds	1,824,786.12
Cash Drawer	450.00
Total Checking/Savings	2,179,207.27
Accounts Receivable	
Accounts Receivable	91,993.82
Total Accounts Receivable	91,993.82
Other Current Assets	
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
Accounts Receivable- Government	
General Accounts Receivable	-600.00
Accounts Receivable- Government - Other	-100.00
Total Accounts Receivable- Government	-700.00
Accounts Receivable- Proprietar	
Reserve for Bad Debt	-188,104.18
Accts Receivable- Late Fees Wat	5,083.28
Accts Receivable- Late Fees Sew	12,577.16
Sewer Ent. Accounts Receivable	290,846.02
Water Ent. Accounts Receivable	
Reconnect fee	-300.00
Water Ent. Accounts Receivable - Other	142,864.53
Total Water Ent. Accounts Receivable	142,564.53
Total Accounts Receivable- Proprietar	262,966.81
Total Other Current Assets	556,484.19
Total Current Assets	2,827,685.28
Fixed Assets	
Fixed Assets	
Construction in Progress	238,826.18
Land	378,612.00
Buildings	1,029,606.34
Improvements	11,667,426.16
Machinery and Equipment	1,279,747.77
Accumulated Depreciation	-4,619,593.00
Total Fixed Assets	9,974,625.45
Total Fixed Assets	9,974,625.45
TOTAL ASSETS	12,802,310.73
LIABILITIES & EQUITY	

City of Loyaltan
Revenue & Expenditures - Financial Report
 As of July 12, 2017

	Jul 12, 17
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	33,930.68
Total Accounts Payable	33,930.68
Credit Cards	
BofA CC 6111- K LeBlanc	-42.95
Total Credit Cards	-42.95
Other Current Liabilities	
Current Portion-Long Term Debt	-123,505.60
Due to Other Governments	41,836.27
Due to Other Funds	389,174.04
Sales Tax Payable	-1,024.00
J. Cussins Converted Sick Liabi	24,278.04
Due to General Fund	-30,000.00
Accrued Bond Interest Payable	59,544.70
Accrued Payroll	
Propriety Accrued Payroll	
Water Ent. Accrued Payroll	132.51
Sewer Ent. Accrued Payroll	335.51
Total Propriety Accrued Payroll	468.02
Governmental Accrued Payroll	5.67
Total Accrued Payroll	473.69
Customer Deposits	200.00
Payroll Liabilities	
Employee Liability Deductions	-282.18
State Taxes	366.01
Federal Taxes	769.46
Payroll Liabilities - Other	7,944.61
Total Payroll Liabilities	8,797.90
Total Other Current Liabilities	369,775.04
Total Current Liabilities	403,662.77
Long Term Liabilities	
John Deere Credit Payable70422	-0.03
John Deere Credit Payable 5215	21,284.56
Bonds Payable	
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
Total Bonds Payable	5,153,229.00
Total Long Term Liabilities	5,174,513.53
Total Liabilities	5,578,176.30
Equity	
Unassigned (Fund Equity)	199,791.14
Reserved Funds	21,253.78
Invested in Fixed Assets	4,956,179.67
Unreserved Fund Balance	2,162,001.03
Net Income	-115,091.19
Total Equity	7,224,134.43

City of Loyaltyon
Revenue & Expenditures - Financial Report
As of July 12, 2017

	Jul 12, 17
TOTAL LIABILITIES & EQUITY	<u>12,802,310.73</u>

City of Loyalton
Revenue & Expenditures
 July 2017 through June 2018

	Jul '17 - Jun 18
Ordinary Income/Expense	
Income	
Donations	234.00
Charges for Current Services	
Copies & Faxes	74.65
Rent Income	
Auditorium Rental	30.00
Total Rent Income	30.00
Service Area Revenue	10,000.00
Total Charges for Current Services	10,104.65
Total Income	10,338.65
Gross Profit	10,338.65
Expense	
DSA 786 Fees	0.60
Utilities	
Internet - Broadband	109.00
Total Utilities	109.00
Salaries and Wages	
Workers Comp.	3,905.87
Payroll Tax Expense	485.29
Payroll Expense	
Part Time Wages	2,182.08
Payroll Expense - Other	1,969.58
Total Payroll Expense	4,151.66
Total Salaries and Wages	8,542.82
Employee Benefits	
Nationwide City	46.21
Health Insurance	243.42
Total Employee Benefits	289.63
Services and Supplies	
Bank Service Charges	10.00
Contracted Services	
Professional Fees	1,250.00
Auditing Expense	-3,753.00
Total Contracted Services	-2,503.00
Insurance	
Liability Insurance	19,090.16
Property Insurance	15,266.56
Insurance - Other	297.00
Total Insurance	34,653.72
Office Expense	339.17
Telephone	90.98
Total Services and Supplies	32,590.87
Total Expense	41,532.92
Net Ordinary Income	-31,194.27
Other Income/Expense	
Other Expense	
Debt Service	

City of Loyaltyon
Revenue & Expenditures
July 2017 through June 2018

	Jul '17 - Jun 18
Interest Expense	
Interest 91-05 Water	22,047.75
Interest 92-01 Sewer	18,862.59
Interest 92-03 Sewer	2,807.79
Interest 92-07 Sewer	40,225.00
Total Interest Expense	83,943.13
Total Debt Service	83,943.13
Total Other Expense	83,943.13
Net Other Income	-83,943.13
Net Income	-115,137.40

City of Loyaltan
Credit Card Detail
 As of July 4, 2017

Type	Date	Name	Split	Credit
BofA CC 8227 A DeBerg				
Credit Card Charge	06/05/2017	Whites Sierra Station, Inc	-SPLIT-	70.00
Credit Card Charge	06/06/2017	Office Depot	Office Expense	60.40
Credit Card Charge	06/06/2017	Home Depot	-SPLIT-	464.45
Credit Card Charge	06/12/2017	Leonard's Market	-SPLIT-	7.28
Credit Card Charge	06/14/2017	Jackson's	-SPLIT-	49.32
Credit Card Charge	06/14/2017	Harbor Freight	-SPLIT-	43.25
Credit Card Charge	06/14/2017	Home Depot	-SPLIT-	276.65
Credit Card Charge	06/16/2017	Whites Sierra Station, Inc	-SPLIT-	58.60
Credit Card Charge	06/26/2017	Home Depot	-SPLIT-	196.73
Credit Card Charge	06/26/2017	O'Reilly Auto Parts	Repairs & Maintenance	32.47
Credit Card Charge	06/26/2017	Walmart	Equipment Repair & M...	227.29
Credit Card Charge	06/27/2017	Whites Sierra Station, Inc	Operating Supplies	2.49
Credit Card Charge	06/28/2017	Maverick First Stop	-SPLIT-	76.00
Total BofA CC 8227 A DeBerg				1,564.93
BofACC 6620 - J Evans				
Credit Card Charge	06/21/2017	Whites Sierra Station, Inc	Fuel	100.00
Credit Card Charge	06/21/2017	Whites Sierra Station, Inc	Fuel	26.00
Credit Card Charge	06/21/2017	Amazon	Small Tools & Equipm...	155.81
Total BofACC 6620 - J Evans				281.81
BofA CC 6058- S Haywood				
Credit Card Charge	06/12/2017	Exede WildBlue Vista	Internet - Broadband	66.69
Credit Card Charge	06/29/2017	Whites Sierra Station, Inc	Fuel	74.02
Total BofA CC 6058- S Haywood				140.71
BofA CC 6111- K LeBlanc				
Credit Card Charge	06/05/2017	Whites Sierra Station, Inc	-SPLIT-	74.58
Credit Card Charge	06/05/2017	Whites Sierra Station, Inc	-SPLIT-	121.86
Credit Card Charge	06/16/2017	Gaia Shasta Hotel	Travel for SCORE	126.50
Credit Card Charge	06/21/2017	Weebly	Office Expense	300.00
Credit Card Charge	06/23/2017	White's Sierra Gas Station	-SPLIT-	62.93
Credit Card Charge	07/01/2017	Nextiva	-SPLIT-	90.98
Total BofA CC 6111- K LeBlanc				776.85
TOTAL				2,764.30

Type	Date	Num	Name	Memo	Paid Amount
Enterprise Loan MM 0559					
Check	07/12/2017	EFT	USDA	Case 04-046-0946000364, 91-05 A...	-40,147.75
Check	07/12/2017	149	USDA 92-01	Case #04-046-0946000364 / 92-01	-50,662.59
Check	07/12/2017	150	USDA 92-03	Case # 04-046-0946000364 / 92-03	-7,307.79
Check	07/12/2017	151	USDA 92-07	Case #04-046-0946000364, 92-07	-104,225.00
Total Enterprise Loan MM 0559					-202,343.13
General Funds					
General Checking 1956- NEW					
Liability Check	06/16/2017	EFT	Employment Developme...	69817369, 2QTR PPE 6/16/17	-59.12
Liability Check	06/16/2017	EFT	US Treasury-941	94-6000364, 2QTR PPE 6/16/17	-917.84
Liability Check	06/16/2017	EFT	Employment Developme...	69817369, 2QTR PPE 6/16/17	-142.35
Check	06/16/2017	EFT	Nationwide	PPE 6/16/17	-113.70
Liability Check	06/30/2017	EFT	Employment Developme...	69817369, PPE 6/24/17 - 2 QTR	-53.01
Liability Check	06/30/2017	EFT	US Treasury-941	94-6000364, PPE 6/24/17 - 2 QTR	-984.80
Liability Check	06/30/2017	EFT	Employment Developme...	69817369, PPE 6/24/17 - 2 QTR	-148.53
Check	06/30/2017	EFT	Nationwide	PPE 6/24/17	-118.46
Liability Check	06/30/2017	EFT	Employment Developme...	69817369, Retirement 6/2017, 2 QTR	-44.98
Liability Check	06/30/2017	EFT	US Treasury-941	94-6000364, Retirement 6/2017, 2 ...	-364.00
Check	07/06/2017	EFT	Plumas Bank-Vendor	Insufficient Funds Charge	-10.00
Bill Pmt -Check	07/12/2017	EFT	Bank of America	5472064000010235	-1,564.93
Bill Pmt -Check	07/12/2017	EFT	Bank of America	5472064000010235	-281.81
Bill Pmt -Check	07/12/2017	EFT	Bank of America	5472064000010235	-140.71
Bill Pmt -Check	07/12/2017	EFT	Bank of America	5472064000010235	-789.80
Bill Pmt -Check	06/30/2017	EFT	State Board of Equalization	29-300035	-529.00
Bill Pmt -Check	06/23/2017	4474	Austin R. DeBerg	Phone Reimbursement - June 2017	-15.00
Bill Pmt -Check	06/23/2017	4475	Kathy LeBlanc	Mileage Reimbursement - SCORE ...	-210.90
Bill Pmt -Check	06/23/2017	4476	Keith Jordan	Phone Reimbursement - June 2017	-15.00
Paycheck	06/26/2017	4477	Cussins, John C		0.00
Paycheck	06/26/2017	4478	DeBerg, Austin		-1,095.52
Paycheck	06/26/2017	4479	Gallegos, Krystin M.		-45.72
Paycheck	06/26/2017	4480	Jordan, Keith S.		-1,160.39
Paycheck	06/26/2017	4481	LeBlanc, Katherine L		-640.44
Paycheck	06/26/2017	4482	Lombardi, Kimberly K		-511.62
Paycheck	06/26/2017	4483	Marin, Mark J.		-45.72
Paycheck	06/26/2017	4484	Mitchell, Brooks M.		-43.72
Paycheck	06/26/2017	4485	Rogers, Nancy R.		-45.72
Paycheck	06/26/2017	4486	Smith, Tracy A		-138.53
Paycheck	06/26/2017	4487	VanDaam, Jason		-45.71
Check	06/30/2017	4488	POSTMASTER	June 2017 Water/Sewer Billing	-98.27
Bill Pmt -Check	06/30/2017	4489	Snell & Wilmer LLP Law ...	10% Settlement per agreement - St...	-191,964.55
Bill Pmt -Check	06/30/2017	4490	Mead Law Group		-8,786.55
Paycheck	06/30/2017	4491	Cussins, John C		-1,419.52
Paycheck	06/30/2017	4492	Jardin, Patsy E		-2,155.92
Paycheck	06/30/2017	4493	McGarity, Orville D		-342.53
Paycheck	06/30/2017	4494	Yegge, Donald M.		-655.54
Bill Pmt -Check	07/05/2017	4495	SVHC- Sierra Valley Ho...	1100	-283.34
Bill Pmt -Check	07/05/2017	4496	AT&T CALNET 3		-86.61
Bill Pmt -Check	07/05/2017	4497	Hercules Industries	City Master Locks	-99.99
Bill Pmt -Check	07/05/2017	4498	High Desert Fire Equipm...	F700 Engine	-637.61
Bill Pmt -Check	07/05/2017	4499	Intermountain Disposal, I...	Account code LOYCI	-141.91
Bill Pmt -Check	07/05/2017	4500	Sierra Environmental Mo...	LOY-001	-308.00
Bill Pmt -Check	07/05/2017	4501	USA Blue Book	Customer No. 70944	-420.65
Bill Pmt -Check	07/05/2017	4502	Verizon Wireless	370745244-000001	-38.01
Bill Pmt -Check	07/05/2017	4503	Whites Sierra Station, Inc	Rescue Repairs	-439.83
Bill Pmt -Check	07/05/2017	4504	Liberty Utilities		-4,692.94
Paycheck	07/11/2017	4505	DeBerg, Austin		-1,244.87
Paycheck	07/11/2017	4506	Jordan, Keith S.		-982.60
Paycheck	07/11/2017	4507	LeBlanc, Katherine L		-640.44
Paycheck	07/11/2017	4508	Lombardi, Kimberly K		-531.55
Bill Pmt -Check	07/12/2017	4509	Division of the State Arch...	2QTR 2017 DSA 786 Fees	-0.60

Type	Date	Num	Name	Memo	Paid Amount
Bill Pmt -Check	07/12/2017	4510	EPHCC- Eastern Plumas...	Fire Department Testing	-106.00
Bill Pmt -Check	07/12/2017	4511	Plumas-Sierra Telecomm.	Broadband, Account # 37225	-109.00
Bill Pmt -Check	07/12/2017	4512	Plumas Sierra Rural Elec...		-2,674.21
Bill Pmt -Check	07/12/2017	4513	Porter Simon Profession...	92132-13200M	-2,660.00
Bill Pmt -Check	07/12/2017	4514	S.C.O.R.E.	1QTR 2017/18 Comp	-3,905.87
Bill Pmt -Check	07/12/2017	4515	Sierra Controls, LLC	Effluent Transducer Repair	-1,938.17
Bill Pmt -Check	07/12/2017	4516	Sierra County Auditor	Police Contract	-1,250.00
Bill Pmt -Check	07/12/2017	4517	Sierra Environmental Mo...	LOY-001	-165.00
Bill Pmt -Check	07/12/2017	4518	United Healthcare Insura...	J. Cussins August Premium - 3278...	-243.42
Bill Pmt -Check	07/12/2017	4519	USA Blue Book		-213.08
Bill Pmt -Check	07/12/2017	4520	Xerox Corporation	951429299	-339.17
Bill Pmt -Check	07/12/2017	4521	S.C.O.R.E.	2017-18 EAP (Annual)	-297.00
Bill Pmt -Check	07/12/2017	4522	S.C.O.R.E.	2017-18 Property / Liability Insuran...	-2,863.06
Total General Checking 1956- NEW					-243,012.84
General Contingency Saving 0322					
Total General Contingency Saving 0322					
Total General Funds					-243,012.84
Designated Funds					
WWTP Construction 1990					
Total WWTP Construction 1990					
Community Dev Block Grant 0059					
Total Community Dev Block Grant 0059					
Total Designated Funds					
TOTAL					-445,355.97

City of Loyalton
Unpaid Bills
As of July 12, 2017

Type	Date	Num	Due Date	Aging	Open Balance
AJE					
General Journal	06/30/2012	AJE cx			2,646.60
Total AJE					2,646.60
Audit Adjustments 2015					
General Journal	07/01/2017	COLR...			-3,753.00
Total Audit Adjustments 2015					-3,753.00
Black Eagle Consulting, Inc.					
Bill	05/25/2017	00246...	06/24/2017	18	500.00
Total Black Eagle Consulting, Inc.					500.00
City of Loyalton-General Fund					
General Journal	06/30/2013	282-12			-12,296.85
General Journal	06/30/2013	284-1			-4,202.43
General Journal	06/30/2013	285-15			-20,100.64
General Journal	06/30/2013	180			-119,409.18
General Journal	06/30/2014	Coll 1...			156,009.10
General Journal	07/01/2014	Coll14...			156,009.10
General Journal	06/30/2015	Coll 1...			-88,200.00
General Journal	07/01/2014	Col14...			-67,809.10
Total City of Loyalton-General Fund					0.00
COLLINS ADJUSTMENTS					
General Journal	06/30/2015	Coll 1...			38,768.28
General Journal	07/01/2015	Coll15...			-38,768.28
Total COLLINS ADJUSTMENTS					0.00
Geo-Logic Associates					
Bill	06/14/2017	0223614	07/14/2017		77.50
Total Geo-Logic Associates					77.50
Jeffrey Paddock					
Bill	06/02/2017	5.30.17	06/02/2017	40	700.00
Total Jeffrey Paddock					700.00
Liberty Utilities					
General Journal	06/30/2014	Coll 1...			2,808.87
General Journal	07/01/2014	Coll14...			-2,808.87
Credit	06/21/2017	88502...			-267.21
Total Liberty Utilities					-267.21
Pape Machinery - POWERPLAN					
Credit	11/26/2014	CM 92...			-6.00
Total Pape Machinery - POWERPLAN					-6.00
S.C.O.R.E.					
Bill	07/01/2017	1718-...	07/31/2017		31,493.66
Total S.C.O.R.E.					31,493.66
Shaw Engineering					
Bill	05/31/2017	13033...	06/30/2017	12	480.00
Total Shaw Engineering					480.00
Sierra-Plumas Jnt Unif Schl Dist					
General Journal	06/30/2014	Coll 1...			20,948.36
General Journal	07/01/2014	Coll14...			-20,948.36
Total Sierra-Plumas Jnt Unif Schl Dist					0.00
Sierra Chemical					
Bill	06/30/2017	SLS10...	07/30/2017		36.94

City of Loyaltan
Unpaid Bills
As of July 12, 2017

Type	Date	Num	Due Date	Aging	Open Balance
Bill	06/30/2017	SLS 1...	07/30/2017		697.56
Total Sierra Chemical					734.50
Sierra County					
General Journal	06/30/2014	Coll 1...			5,000.00
General Journal	07/01/2014	Coll14...			-5,000.00
Total Sierra County					0.00
State Water Resources Control Board					
Bill	06/22/2017	SM-10...	09/20/2017		624.00
Total State Water Resources Control Board					624.00
USDA 92-01					
General Journal	06/30/2014	Coll 1...			-48,315.59
General Journal	07/01/2014	Coll14...			48,315.59
Total USDA 92-01					0.00
USDA 92-03					
General Journal	06/30/2014	Coll 1...			-7,089.04
General Journal	07/01/2014	Coll14...			7,089.04
Total USDA 92-03					0.00
USDA/92-07					
General Journal	06/30/2014	Coll 1...			-101,500.00
General Journal	07/01/2014	Coll14...			101,500.00
Total USDA/92-07					0.00
Western Hydro Corporation					
Credit	07/02/2014	CM 15...			-299.37
Total Western Hydro Corporation					-299.37
WWW Construction, Inc.					
Bill	02/27/2015	2121	03/29/2015	836	1,000.00
Total WWW Construction, Inc.					1,000.00
TOTAL					33,930.68

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	8/4/17	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	8/11/17	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	8/18/17	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	8/25/17	
	Water		1,500.00
	Sewer		4,500.00

THIS TOTAL

\$24,000.00

This authorization took place at the council meeting held on 7/18/17 and will be further reflected in the council minutes of this meeting.

Authorized Signature

Mark Marin, Mayor, Dated 7/18/17

Acknowledgement of Approval, City of Loyalton

The City of Loyalton acknowledges approval by council vote of the below listed loans, payable by August 1, 2017, from City of Loyalton USDA Loan Account 0559.

Sewer	Interest	Principal	Total
Loan 92-01	18,862.59	31,800.00	50,662.59
Loan 92-03	2,807.79	4,500.00	7,307.79
Loan 92-07	40,225.00	64,000.00	104,225.00
Water			
Loan 91-05	22,047.75	18,100.00	40,147.75

THIS TOTAL **\$202,343.13**

Current balance USDA Loan Account **\$382,727.98**

This authorization took place at the council meeting held on 7/18/17 and will be further reflected in the council minutes of this meeting.

Authorized Signature Mark Marin, Mayor, Dated 7/18/17