

CITY OF LOYALTON

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



OFFICE OF THE MAYOR

**AGENDA FOR THE REGULAR MEETING OF THE
LOYALTON CITY COUNCIL
6:00 P.M. – CITY HALL AUDITORIUM
605 SCHOOL STREET
FEBRUARY 15TH, 2022
NEXT ORDINANCE #425
NEXT RESOLUTION NO. 1-2022**

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

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

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **ANNOUNCEMENTS**
6. **APPROVAL OF MINUTES**
Special Meeting January 18th, 2022 (Attachment)
Regular Meeting January 18th, 2022 (Attachment)
7. **STAFF REPORTS**
 1. Update FEMA Flood Plain
 2. Update Fillippini Property

8. PUBLIC COMMENT

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

9. FIRE DEPARTMENT REPORT

10. FINANCIAL COMMITTEE REPORTS

1. Financial Committee Report/Update

- Approval of Reconciled Accounts for January 2022 (Attachment)
- Approval of Bill Sheet January 2022 (Attachment)
- Acknowledgment of Approval of Fund Transfer from General 1956 to Enterprise Loan MM 0559 not to exceed \$24,000.00 (Attachment)
- Discussion and Possible action in regards to Budget Revisions.

11. PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

12. OTHER COMMITTEE REPORTS

13. DISCUSSION AND POSSIBLE ACTION ITEMS

1. Discussion and Possible Action regarding adoption of Resolution 1-2022 Opting to Affirm An Exemption From The Requirements Of Mandatory Organic Collection Services. (Attachment)
2. Discussion and Possible Action regarding Gary Price to prepare Element Progress Reports with HCD. (Attachment)
3. Discussion and Possible Action in regards to resignation of Museum Curator Jackie Mitchell. (Attachment)
4. Discussion and Possible Action regarding nominees for 8th Annual Richard Meder Award.
5. Discussion and Possible Action regarding new heater for City Hall.

14. CLOSED SESSION:

1. Closed Session pursuant to Government Code Section 54957, Public Employee Performance Evaluation, WWTP Operator.

15. **AGENDA INPUT FOR UPCOMING MEETINGS**
16. **BOARD MEMBER CLOSING REMARKS**
17. **ADJOURNMENT**

January 18th, 2022

SPECIAL MEETING

The special meeting of the Loyaltown City Council was called to order by Mayor Jackson on January 18th, 2022 at 5:00 p.m.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT:

STAFF PRESENT

K. LeBlanc- City Clerk

GUESTS PRESENT

APPROVAL OF AGENDA

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

ANNOUNCEMENTS

None

STAFF REPORTS

None

PUBLIC COMMENT

None

DISCUSSION AND POSSIBLE ACTION

1. Mayor Jackson adjourned the meeting to go into closed session. Mayor Jackson reconvened the meeting stating that the reportable action will be discussed in the Regular Meeting to follow.

MEETING ADJOURNED

APPROVED: _____
Mayor S. Jackson

ATTEST: _____
Kathy LeBlanc- City Clerk

January 18th, 2022

REGULAR MEETING

The Regular meeting of the Loyalton City Council was called to order by Mayor S. Jackson on January 18, 2022 at 6:00 p.m. Loyalton City Auditorium

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

COUNCIL MEMBERS ABSENT

STAFF PRESENT

City Clerk- Kathy LeBlanc, Jamie Stockdale-Bookkeeper

GUESTS PRESENT

J. Mitchell, B. Mitchell, J. Buck, R. DeMartini, P. DeMartini, S. Dryden, T. LeBlanc, T. Beam

APPROVAL OF AGENDA

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

ANNOUNCEMENTS

K. LeBlanc informed the Council and the public that starting with the January billing the water and sewer rates will increase from \$118.64 to \$122.35.

APPROVAL OF MINUTES

1. It was moved by D.Riede, seconded by J. Markum, to approve the minutes of the Regular Meeting of December 21, 2021 as amended. Motion carried.

STAFF REPORTS/WRITTEN COMMUNICATIONS

1. Mayor Jackson addressed the council on the annual Richard Meder Award. She asked for nominees. The following were mentioned: M. Buck, C. Widman. Jan Buck will put it in the paper and the nominee will be picked at the February Meeting.

PUBLIC COMMENT

1. B. Mitchell inquired about the Fillippini property and status of fixing the problem. Mayor Jackson reported that Mr. Fillippini was to contact the company with the sleeve option. Mayor Jackson stated that there may be a cost split with the City.

2. J. Mitchell and P. DeeMartini inquired about the roof repair for City Hall. J. Mitchell reported to the council that she has been in contact with Megan Dahale about a possible grant to fix the roof.

3. T. Leblanc and S. Dryden - Sierra County Supervisors addressed the Council on the upcoming FEMA maps regarding the flood plain issues. Mayor Jackson will contact Farr West about this.

FIRE DEPARTMENT REPORT

R. DeMartini reported to the council with the following: (1) Fire Department had a total of 232 call in 2021 and so far this year they have had 14 calls. (2) Fire Department is meeting every other week until spring. (3) Fire Department is still looking for volunteers. (4) Christmas tree will be coming down. (5) Roof repair at the Fire Station in Sierra Brooks stating the R. Jaquez has ripped off the wooden shingles and will replace them with metal shingles.

FINANCIAL COMMITTEE REPORT/UPDATE

Mayor Jackson reported on the Financial Meeting held last week. She stated that there will be revisions to several departments. She reported that City Finances are tight while as we are waiting on more money for the year.

1. It was moved by D. Riede, seconded by J. Markum to approve the reconciled Accounts for December 2021. Motion carried.
2. It was moved by D. Riede, seconded by J. Markum to approve the bill sheet not to exceed \$93,217.22. Motion carried.
3. After a brief discussion Budget Revision will be moved to February Agenda.

ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS

1. It was moved by D. Riede, seconded by J. Markum to approve the fund transfer from General 1956 to Enterprise MM 0559 not to exceed \$24,000. Motion carried.

REIMBURSEMENT FOR USDA

None

PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

1. Councilmember Gerow informed the council that we have recently hired 2 new employees 1 maintenance and 1 WWTP Operator who is on site 1 day a week. He stated that the City is still working with J. Cussins.
2. Councilmember Markum reported that the City is still looking to hire 1 maintenance and a full time WWTP Operator.
3. Councilmember Riede reported that the leak at the Probation Department has been fixed. She also reported that she is working with Liberty Utilities for interior LED lighting through an energy efficiency program.

OTHER COMMITTEE REPORTS

1. Mayor Jackson reported on a grant program for Electric Charging Station in the City. Mayor Jackson thanked CTL for all the help they have provided to the City and is working on an agreement with CTL.

DISCUSSION AND POSSIBLE ACTION ITEMS

1. Mayor Jackson reported that in Closed Session they updated the Personnel Policy. After a brief discussion, It was moved by D. Riede, seconded by J. Gerow to approve the updates to the Personnel Policy.
2. After a brief discussion it was moved by J. Markum, seconded by J. Gerow to approve Jonathan Reeves from part time to full time per policy changes. Motion carried. In regards to Jamie Stockdale classification there is an option opened per policy changes.
3. Councilmember Gerow stated that Justice Lundy WWTP is currently working 1 day a week at \$36.50 per hour.
4. After a discussion it was moved by D. Riede, seconded by J. Gerow to have J. Reeves maintenance to work 4-10 hour work days. Motion carried.
5. It was moved by D. Riede, seconded by J. Markum to approve the new Water/Sewer services with Sierra County Office of Education. Motion carried. Councilmember Markum would like to take a look at the cost of connection fees.
6. It was moved by J. Markum, seconded by J. Gerow to approve Business License for Lauren Dee Jones-Behavioral Consultant. Motion carried.

INPUT FOR UPCOMING MEETINGS

1. Update on Fillippini Property.
2. Nominees for Richard Meder Award

CLOSING REMARKS

It was announced that the Chili Cook Off will be held on March 5, 2022, and Car Show in Loyalton will be held on June 11, 2022. It was also announced that Timber Fest will be held later in the year.

Meeting Adjourned

APPROVED: _____
Mayor Jackson

ATTEST: _____

Kathy LeBlanc, City Clerk

Acknowledgement of Approval, City of Loyalton

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

General Account (1956)	1/31/2022	(\$251,711.95)	Reconciled	02/9/2022
CDBG Account (0059)	1/20/2022	(\$11,644.91)	Reconciled	02/01/2022
F.D. Reserve (7243)	1/31/2022	(\$177,719.89)	Reconciled	0/09/2022
General Savings(0322)	1/20/2022	(\$29,434.60)	Reconciled	02/01/2022
Enterprise-W&S (0559)	1/31/2022	(\$308,044.71)	Reconciled	02/09/2022
WWTP Settle. (4387)	1/31/2022	(\$195,506.16)	Reconciled	02/09/2022
COVID (0998)	1/31/2022	(\$0.00)	Reconciled	02/09/2022
LAIF Account (496)	1/31/2022	(\$2,033,284.90)	Reconciled	02/09/2022
CalTrust (29130)	1/31/2022	(\$81,294.23)	Reconciled	02/09/2022

This authorization took place at the council meeting held on 2/15/22 and will be further reflected in the council minutes of this meeting.

Authorized Signature Sarah Jackson, Mayor, Dated 2/15/22

11:34 AM
02/07/22
Cash Basis

City of Loyalton
Bills Paid
As of January 31, 2022

Type	Date	Num	Name	Memo	Paid Amount
Enterprise Loan MM 0559					
Transfer	01/07/2022			Funds Transfer	1,500.00
Transfer	01/07/2022			Funds Transfer	4,500.00
Transfer	01/14/2022			Funds Transfer	1,500.00
Transfer	01/14/2022			Funds Transfer	4,500.00
Transfer	01/21/2022			Funds Transfer	1,500.00
Transfer	01/21/2022			Funds Transfer	4,500.00
Transfer	01/28/2022			Funds Transfer	1,500.00
Transfer	01/28/2022			Funds Transfer	4,500.00
Total Enterprise Loan MM 0559					24,000.00
General Funds					
General Checking 1956- NEW					
Liability ...	01/07/2022		Employment Deve...	69817369	-201.47
Liability ...	01/07/2022		US Treasury-941	94-6000364	-729.08
Liability ...	01/21/2022		Employment Deve...	69817369	-223.29
Liability ...	01/21/2022		US Treasury-941	94-6000364	-797.06
Check	01/26/2022		Bank of America	5472064000010235	-1,221.86
Transfer	01/07/2022			Funds Transfer	-1,500.00
Transfer	01/07/2022			Funds Transfer	-4,500.00
Transfer	01/14/2022			Funds Transfer	-1,500.00
Transfer	01/14/2022			Funds Transfer	-4,500.00
Transfer	01/21/2022			Funds Transfer	-1,500.00
Transfer	01/21/2022			Funds Transfer	-4,500.00
Transfer	01/28/2022			Funds Transfer	-1,500.00
Transfer	01/28/2022			Funds Transfer	-4,500.00
Check	01/01/2022	7287	Sarah Jackson	2022 January Council	-150.00
Check	01/01/2022	7288	Darlene Riede	2022 January Council	-150.00
Check	01/01/2022	7289	Kathy LeBlanc	January 2022 City Clerk	-150.00
Check	01/01/2022	7290	Jerry Gerow	2022 January Council	-150.00
Check	01/01/2022	7291	Joy Markum	2022 January Council	-150.00

11:34 AM

02/07/22

Cash Basis

City of Loyalton

Bills Paid

As of January 31, 2022

Type	Date	Num	Name	Memo	Paid Amount
Check	01/01/2022	7292	John Cussins Reti...	January 2022 Pension Payment	-1,171.76
Check	01/01/2022	7293	Patsy Jardin Retiree	January 2022 Pension Payment	-1,957.91
Check	01/01/2022	7294	Donald Yegge Ret...	January 2022 Pension Payment	-513.55
Check	01/01/2022	7295	Orville McGarity R...	January 2022 Pension Payment	-268.36
Check	01/01/2022	7306	Sierra County Aud...	Police Contract for January 2022	-1,250.00
Paycheck	01/07/2022	7308	LeBlanc, Katherin...		-632.48
Paycheck	01/07/2022	7309	Reeves, Jonathan		-977.61
Paycheck	01/07/2022	7310	Stockdale, Jamie		-1,038.36
Check	01/05/2022	7311	Jonathan D Reeves	Fuel reimbursement	-135.00
Bill Pmt ...	01/13/2022	7312	Ca. State Water R...	Water System Annual Fees 7/01/2021 - 6/...	-972.80
Bill Pmt ...	01/13/2022	7313	Gary Price		-2,470.00
Bill Pmt ...	01/13/2022	7314	High Sierra Gas L...		-3,443.65
Bill Pmt ...	01/13/2022	7315	Plumas-Sierra Tel...		-218.00
Bill Pmt ...	01/13/2022	7316	Plumas Sierra Rur...		-5,201.85
Bill Pmt ...	01/13/2022	7317	Sheltons' Gas He...		-210.00
Bill Pmt ...	01/13/2022	7319	Sierra Valley Grou...	Meter 76, Meter 77	-400.00
Bill Pmt ...	01/13/2022	7320	Silver State Analyt...	VOID: includes Silver State Billed to the w...	0.00
Bill Pmt ...	01/13/2022	7321	Thompson Garag...		-307.50
Bill Pmt ...	01/13/2022	7322	Xerox Corporation	951429299	-231.47
Bill Pmt ...	01/13/2022	7323	Silver State Analyt...		-126.00
Paycheck	01/21/2022	7324	LeBlanc, Katherin...		-633.71
Paycheck	01/21/2022	7325	Reeves, Jonathan		-988.64
Paycheck	01/21/2022	7326	Stockdale, Jamie		-1,002.91
Check	01/21/2022	7327	John Evans	Dixi Fire 8/23/21 - 9/7/21	-14,270.03
Paycheck	01/21/2022	7328	Lundy, Justus		-455.62
Bill Pmt ...	01/26/2022	7329	AT&T CALNET 3		-96.85
Bill Pmt ...	01/26/2022	7330	Banner Communi...		-220.99
Bill Pmt ...	01/26/2022	7331	Bracher Construct...		-1,400.00
Bill Pmt ...	01/26/2022	7332	Clark Pest Control...		-95.00
Bill Pmt ...	01/26/2022	7333	EPHCC- Eastern ...	Drug Test	-56.00
Bill Pmt ...	01/26/2022	7334	High Sierra Gas L...	403 Pool Ln	-337.06
Bill Pmt ...	01/26/2022	7335	Kelly Champion		-1,225.00

11:34 AM
02/07/22
Cash Basis

City of Loyalton
Bills Paid
As of January 31, 2022

Type	Date	Num	Name	Memo	Paid Amount
Bill Pmt ...	01/26/2022	7336	L. N. Curtis & Sons		-1,386.93
Bill Pmt ...	01/26/2022	7337	Pitney Bowes Inc ...	8000-9000-0953-9911	-36.70
Bill Pmt ...	01/26/2022	7338	Porter Simon Prof...	92132-13200M	-150.00
Bill Pmt ...	01/26/2022	7339	Sierra County Aud...	Police Contract for January 2022	-1,250.00
Check	01/26/2022	7349	John Evans	Dixi Fire 7/20/2021 - 8/3/2021 Strike team ...	-13,299.82
Check	01/26/2022	7350	Dale Simerson	Dixi Fire 7/20/2021 - 8/3/2021	-11,005.05
Check	01/26/2022	7351	Robert Holbrook	Dixi Fire 7/20/2021 - 8/3/2021	-11,005.05
Check	01/26/2022	7352	Louis Siquedio	Dixi Fire 7/20/2021 - 8/3/2021	-11,005.05
Check	01/26/2022	7353	John Evans	Dixi Fire 8/6/2021 - 8/20/2021	-14,037.58
Check	01/26/2022	7354	Robert DeMartini	Dixi Fire 8/6/2021 - 8/20/2021	-11,615.51
Check	01/26/2022	7355	Dale Simerson	Dixi Fire 8/6/2021 - 8/20/2021	-9,943.01
Check	01/26/2022	7356	Robert Holbrook	Dixi Fire 8/6/2021 - 8/20/2021	-1,672.50
Check	01/26/2022	7357	Christopher Patrick	Dixi Fire 8/6/2021 - 8/20/2021	-11,615.51
Check	01/26/2022	7362	Keith Jordan	Dixi Fire 8/6/2021 - 8/20/2021	-11,615.51
Total General Checking 1956- NEW					-179,869.09
General Contingency Saving 0322					
Total General Contingency Saving 0322					
Total General Funds					-179,869.09
Designated Funds					
WWTP Settlement MM 4321					
Total WWTP Settlement MM 4321					
WWTP Construction 1990					
Total WWTP Construction 1990					
Community Dev Block Grant 0059					
Total Community Dev Block Grant 0059					

11:34 AM
02/07/22
Cash Basis

City of Loyalton
Bills Paid
As of January 31, 2022

Type	Date	Num	Name	Memo	Paid Amount
Total Designated Funds					
TOTAL					-155,869.09

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	02/04/2022	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	02/11/2022	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	02/18/2022	
	Water		1,500.00
	Sewer		4,500.00
General Fund	Enterprise Loan MM 0559	02/25/2022	
	Water		1,500.00
	Sewer		4,500.00

THIS TOTAL

\$24,000.00

This authorization took place at the council meeting held on 02/15/2022 and will be further reflected in the council minutes of this meeting.

Authorized Signature Sarah Jackson, Mayor, Dated 02/15/2022

City of Loyalton
Profit & Loss Budget vs. Actual General
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
Donations	1,000.00	
Property Taxes		
Homeowners	425.44	
Clerk Fees	793.10	
Secured	22,256.23	
Unsecured	1,311.58	
Prior Year	289.77	
Property Taxes - Other	11.17	46,400.00
Total Property Taxes	<u>25,087.29</u>	<u>46,400.00</u>
License & Fee Revenues		
ADA Fee	172.00	
Sales & Use	14,841.86	70,000.00
Franchise	0.00	7,347.00
Business License	4,945.00	4,500.00
Total License & Fee Revenues	<u>19,958.86</u>	<u>81,847.00</u>
Intergovernmental - Federal		
Other Federal Grants	2,878.12	
Total Intergovernmental - Federal	<u>2,878.12</u>	
Intergovernmental - State		
LEAP Grant Revenue	18,999.50	
Total Intergovernmental - State	<u>18,999.50</u>	
Charges for Current Services		
Permit & Fee Revenue		
Building Permits	1,922.00	5,000.00
Total Permit & Fee Revenue	<u>1,922.00</u>	<u>5,000.00</u>
Copies & Faxes	336.00	250.00
Cemetery		
Plots	800.00	150.00
Total Cemetery	<u>800.00</u>	<u>150.00</u>
Rent Income		
Auditorium Rental	260.00	
Park Building Rent	7,375.00	
Social Hall	130.00	
Rent Income - Other	0.00	11,480.00
Total Rent Income	<u>7,765.00</u>	<u>11,480.00</u>
Total Charges for Current Services	<u>10,823.00</u>	<u>16,880.00</u>
Revenue Use of Money & Property		
Dividend Income- CalTrust	0.00	540.00
Interest Income		
LAIF Interest Income	0.00	2,848.00

City of Loyaltyon
Profit & Loss Budget vs. Actual General
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Interest Income - Other	12.94	
Total Interest Income	<u>12.94</u>	<u>2,848.00</u>
Total Revenue Use of Money & Property	12.94	3,388.00
Miscellaneous Revenue		
Covid Relief Funds	83,965.00	
Other Income	62.23	
Total Miscellaneous Revenue	<u>84,027.23</u>	
Total Income	<u>162,786.94</u>	<u>148,515.00</u>
Gross Profit	<u>162,786.94</u>	<u>148,515.00</u>
Expense		
Small Tools & Equipment		
Safety Equipment	24.66	
Small Tools & Equipment - Other	67.69	
Total Small Tools & Equipment	<u>92.35</u>	
Repairs & Maintenance	624.73	1,000.00
Building Repairs	1,400.00	2,000.00
Penalties & Interest	109.33	
Utilities		
Security	192.00	300.00
Internet - Broadband	114.45	200.00
Propane	9,528.15	8,500.00
Electric	1,892.63	5,000.00
Garbage Disposal	562.14	800.00
Total Utilities	<u>12,289.37</u>	<u>14,800.00</u>
Equipment Repair & Maintenance	383.28	1,300.00
Taxes		
Solid Waste Benefit Assessment	2,354.05	
Taxes - Other	9,438.44	
Total Taxes	<u>11,792.49</u>	
Salaries and Wages		
Regular Wages	10,340.50	
Part Time Wages	9,829.12	31,616.00
Payroll Tax Expense	1,741.65	6,170.00
Payroll Service Expense	46.00	
Total Salaries and Wages	<u>21,957.27</u>	<u>37,786.00</u>
Employee Benefits		
Pension Pay Expense	8,432.81	
Total Employee Benefits	<u>8,432.81</u>	
Services and Supplies		
Postage	0.00	50.00
Advertising	243.65	1,000.00
Automobile Expense		

City of Loyaltyon
Profit & Loss Budget vs. Actual General
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Fuel	234.14	
Automobile Expense - Other	0.00	1,500.00
Total Automobile Expense	<u>234.14</u>	<u>1,500.00</u>
Bank Service Charges	27.00	
Contracted Services		
Housing Element	11,310.63	
Health/Drug Screening	37.32	
Professional Fees	1,900.00	3,000.00
Legal Fees	3,825.00	3,000.00
Auditing Expense	1,499.00	3,000.00
Accounting & Financial	1,746.50	2,000.00
Law Enforcement	8,750.00	15,000.00
Council Expense		
City Clerk	1,050.00	
Council Expense - Other	4,500.00	10,800.00
Total Council Expense	<u>5,550.00</u>	<u>10,800.00</u>
Contracted Services - Other	<u>5,492.00</u>	
Total Contracted Services	<u>40,110.45</u>	<u>36,800.00</u>
Dues and Subscriptions	33.19	200.00
Insurance		
Workers Comp.	704.53	
Liability Insurance	1,784.54	2,348.00
Property Insurance	4,290.59	5,513.00
Insurance - Other	1,140.50	1,218.00
Total Insurance	<u>7,920.16</u>	<u>9,079.00</u>
Miscellaneous	679.32	
Office Expense	863.46	1,000.00
Repairs	63.26	
Operating Supplies	596.89	1,000.00
Telephone	130.14	1,000.00
Services and Supplies - Other	6.41	
Total Services and Supplies	<u>50,908.07</u>	<u>51,629.00</u>
Total Expense	<u>107,989.70</u>	<u>108,515.00</u>
Net Ordinary Income	<u>54,797.24</u>	<u>40,000.00</u>
Other Income/Expense		
Other Expense		
Transfers Out	10,000.00	10,000.00
Capital Outlay	0.00	30,000.00
Total Other Expense	<u>10,000.00</u>	<u>40,000.00</u>
Net Other Income	<u>-10,000.00</u>	<u>-40,000.00</u>
Net Income	<u><u>44,797.24</u></u>	<u><u>0.00</u></u>

City of Loyaltyon
Profit & Loss Budget vs. Actual Streets
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
Intergovernmental - State		
Road Maintenance & Rehab	9,158.21	13,256.00
VLF Swap	16,334.20	31,999.00
Traffic Congestion Relief	0.00	560.00
Highway Users Tax		
2103 (Gas Tax)	3,515.08	
2105	2,233.87	4,000.00
2106	3,145.99	6,000.00
2107	2,393.20	5,400.00
2107.5	1,000.00	100.00
Total Highway Users Tax	<u>12,288.14</u>	<u>15,500.00</u>
Total Intergovernmental - State	<u>37,780.55</u>	<u>61,315.00</u>
Revenue Use of Money & Property		
Interest Income	3.15	
Total Revenue Use of Money & Property	<u>3.15</u>	
Total Income	<u>37,783.70</u>	<u>61,315.00</u>
Gross Profit	<u>37,783.70</u>	<u>61,315.00</u>
Expense		
Small Tools & Equipment		
Safety Equipment	0.00	500.00
Small Tools & Equipment - Other	0.00	1,000.00
Total Small Tools & Equipment	<u>0.00</u>	<u>1,500.00</u>
Repairs & Maintenance	2,523.09	8,500.00
Utilities		
Internet - Broadband	38.15	75.00
Propane	631.40	600.00
Electric	14,204.76	26,758.00
Garbage Disposal	39.84	31.00
Total Utilities	<u>14,914.15</u>	<u>27,464.00</u>
Equipment Repair & Maintenance	738.20	2,730.00
Taxes		
Solid Waste Benefit Assessment	68.58	
Total Taxes	<u>68.58</u>	
Salaries and Wages		
Regular Wages	1,908.62	8,700.00
Part Time Wages	580.00	760.00
Payroll Tax Expense	245.70	843.00
Total Salaries and Wages	<u>2,734.32</u>	<u>10,303.00</u>
Services and Supplies		
Postage	0.00	60.00

City of Loyalton
Profit & Loss Budget vs. Actual Streets
 July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Automobile Expense		
Fuel	835.37	800.00
Total Automobile Expense	<u>835.37</u>	<u>800.00</u>
Contracted Services		
Legal Fees	175.00	
Auditing Expense	1,499.00	2,300.00
Accounting & Financial	31.50	1,000.00
Contracted Services - Other	0.00	1,000.00
Total Contracted Services	<u>1,705.50</u>	<u>4,300.00</u>
Dues and Subscriptions	0.00	50.00
Insurance		
Workers Comp.	704.53	1,218.00
Liability Insurance	1,784.54	2,000.00
Property Insurance	2,860.41	2,000.00
Insurance - Other	13.50	
Total Insurance	<u>5,362.98</u>	<u>5,218.00</u>
Office Expense	32.92	
Operating Supplies	196.29	350.00
Telephone	9.72	40.00
Total Services and Supplies	<u>8,142.78</u>	<u>10,818.00</u>
Total Expense	<u>29,121.12</u>	<u>61,315.00</u>
Net Ordinary Income	8,662.58	0.00
Net Income	<u><u>8,662.58</u></u>	<u><u>0.00</u></u>

City of Loyaltyon
Profit & Loss Budget vs. Actual Fire
July 2021 through January 2022

Ordinary Income/Expense	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Income		
Transfer in to Fire Department	0.00	10,000.00
Transfer In	10,000.00	
Charges for Current Services		
Service Area Revenue- Fire Prot	24,235.06	40,800.00
Charges for Current Services - Other	246.75	
Total Charges for Current Services	<u>24,481.81</u>	<u>40,800.00</u>
Revenue Use of Money & Property		
Interest Income	82.99	120.00
Total Revenue Use of Money & Property	<u>82.99</u>	<u>120.00</u>
Miscellaneous Revenue	1,275.00	
Fire Fighting Revenue		
Travel Fee/ Travel Admin	311.43	
Fire Fighting Revenue-Admin	21,595.10	
Fire Fighting Revenue-Engine Co	78,229.13	
Fire Fighting Revenue-Personnel	144,631.05	
Total Fire Fighting Revenue	<u>244,766.71</u>	
Total Income	<u>280,606.51</u>	<u>50,920.00</u>
Gross Profit	<u>280,606.51</u>	<u>50,920.00</u>
Expense		
Fire Fighting Expenses		
Fire Fighting Wages	144,631.04	
Fire Fighting Expenses - Other	3,066.03	
Total Fire Fighting Expenses	<u>147,697.07</u>	
Small Tools & Equipment		
Safety Equipment	1,769.63	
Small Tools & Equipment - Other	3,514.24	8,500.00
Total Small Tools & Equipment	<u>5,283.87</u>	<u>8,500.00</u>
Repairs & Maintenance	673.23	3,500.00
Building Repairs	0.00	500.00
Utilities		
Internet - Broadband	763.00	1,308.00
Propane	1,550.93	1,643.00
Electric	2,795.22	4,457.00
Garbage Disposal	203.26	371.00
Total Utilities	<u>5,312.41</u>	<u>7,779.00</u>
Equipment Repair & Maintenance	10,731.02	6,930.00
Taxes		
Solid Waste Benefit Assessment	527.20	
Total Taxes	<u>527.20</u>	
Salaries and Wages		

City of Loyalton
Profit & Loss Budget vs. Actual Fire
 July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Part Time Wages	270.06	
Payroll Tax Expense	20.67	
Total Salaries and Wages	<u>290.73</u>	
Services and Supplies		
Postage	29.55	35.00
Advertising	0.00	200.00
Automobile Expense		
Fuel	1,233.52	3,724.00
Automobile Expense - Other	0.00	500.00
Total Automobile Expense	<u>1,233.52</u>	<u>4,224.00</u>
Contracted Services		
Health/Drug Screening	0.00	1,560.00
Professional Fees	0.00	2,400.00
Legal Fees	0.00	500.00
Auditing Expense	0.00	1,850.00
Accounting & Financial	161.00	280.00
Testing	0.00	1,600.00
Total Contracted Services	<u>161.00</u>	<u>8,190.00</u>
Dues and Subscriptions	0.00	202.00
Insurance		
Workers Comp.	1,409.06	2,550.00
Liability Insurance	0.00	1,540.00
Property Insurance	2,860.40	1,000.00
Insurance - Other	27.00	
Total Insurance	<u>4,296.46</u>	<u>5,090.00</u>
Miscellaneous		
Meals	60.10	500.00
Total Miscellaneous	<u>60.10</u>	<u>500.00</u>
Operating Supplies	6,367.12	2,600.00
Telephone	425.02	660.00
Training	0.00	1,410.00
Travel	0.00	600.00
Total Services and Supplies	<u>12,572.77</u>	<u>23,711.00</u>
Total Expense	<u>183,088.30</u>	<u>50,920.00</u>
Net Ordinary Income	<u>97,518.21</u>	<u>0.00</u>
Net Income	<u>97,518.21</u>	<u>0.00</u>

City of Loyalton
Profit & Loss Budget vs. Actual Sewer
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
Enterprise Income		
Sewer Service Income	235,819.75	355,000.00
Total Enterprise Income	<u>235,819.75</u>	<u>355,000.00</u>
Revenue Use of Money & Property		
Dividend Income- CalTrust	-92.59	
Interest Income		
LAI Interest Income	2,893.46	6,052.00
Interest Income - Other	193.23	
Total Interest Income	<u>3,086.69</u>	<u>6,052.00</u>
Total Revenue Use of Money & Property	<u>2,994.10</u>	<u>6,052.00</u>
Total Income	<u>238,813.85</u>	<u>361,052.00</u>
Gross Profit	238,813.85	361,052.00
Expense		
Small Tools & Equipment		
Safety Equipment	0.00	200.00
Small Tools & Equipment - Other	47.78	800.00
Total Small Tools & Equipment	<u>47.78</u>	<u>1,000.00</u>
Repairs & Maintenance	860.00	2,000.00
Building Repairs	307.50	
Utilities		
Security	24.00	75.00
Internet - Broadband	305.20	540.00
Propane	1,501.91	3,613.00
Electric	29,532.04	30,000.00
Garbage Disposal	395.16	650.00
Total Utilities	<u>31,758.31</u>	<u>34,878.00</u>
Equipment Repair & Maintenance	1,047.35	6,000.00
Taxes		
Solid Waste Benefit Assessment	482.06	860.00
Total Taxes	<u>482.06</u>	<u>860.00</u>
Salaries and Wages		
Regular Wages	10,549.14	54,404.00
Part Time Wages	9,190.59	8,280.00
Payroll Tax Expense	1,616.01	6,094.00
Total Salaries and Wages	<u>21,355.74</u>	<u>68,778.00</u>
Employee Benefits		
Pension Pay Expense	8,821.43	23,431.00
Health Insurance	477.34	446.00
Total Employee Benefits	<u>9,298.77</u>	<u>23,877.00</u>
Services and Supplies		

City of Loyalton
Profit & Loss Budget vs. Actual Sewer
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Postage	889.82	1,000.00
Advertising	310.75	300.00
Automobile Expense		
Fuel	604.70	2,456.00
Automobile Expense - Other	0.00	1,000.00
Total Automobile Expense	<u>604.70</u>	<u>3,456.00</u>
Bank Service Charges	185.33	200.00
Chemicals	0.00	2,000.00
Contracted Services		
Health/Drug Screening	65.34	
Professional Fees	787.50	1,770.00
Legal Fees	2,025.00	500.00
Auditing Expense	5,996.00	5,200.00
Accounting & Financial	133.00	4,000.00
Testing	4,521.00	7,250.00
Contracted Services - Other	2,445.50	
Total Contracted Services	<u>15,973.34</u>	<u>18,720.00</u>
Dues and Subscriptions	110.23	800.00
Insurance		
Workers Comp.	5,636.22	8,779.00
Liability Insurance	7,138.14	6,115.00
Property Insurance	9,296.29	
Insurance - Other	94.50	
Total Insurance	<u>22,165.15</u>	<u>14,894.00</u>
Licenses and Permits	0.00	20,000.00
Office Expense	254.82	500.00
Operating Supplies	907.71	3,605.00
Telephone	878.97	1,134.00
Services and Supplies - Other	12.84	
Total Services and Supplies	<u>42,293.66</u>	<u>66,609.00</u>
Total Expense	<u>107,451.17</u>	<u>204,002.00</u>
Net Ordinary Income	<u>131,362.68</u>	<u>157,050.00</u>
Other Income/Expense		
Other Expense		
Debt Service		
USDA Loan 92-07 Sewer	71,000.00	
USDA Loan 92-03 Sewer	5,300.00	
USDA Loan 92-01 Sewer	37,500.00	
Interest Expense		
Interest 92-01 Sewer	30,779.43	34,025.00
Interest 92-03 Sewer	4,641.33	5,098.00
Interest 92-07 Sewer	72,937.50	76,387.00

City of Loyalton
Profit & Loss Budget vs. Actual Sewer
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Total Interest Expense	108,358.26	115,510.00
Debt Service - Other	0.00	106,540.00
Total Debt Service	<u>222,158.26</u>	<u>222,050.00</u>
Total Other Expense	<u>222,158.26</u>	<u>222,050.00</u>
Net Other Income	<u>-222,158.26</u>	<u>-222,050.00</u>
Net Income	<u>-90,795.58</u>	<u>-65,000.00</u>

City of Loyaltyon
Profit & Loss Budget vs. Actual Water
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
Enterprise Income		
Water Service Income	181,822.34	255,000.00
Total Enterprise Income	<u>181,822.34</u>	<u>255,000.00</u>
Revenue Use of Money & Property		
Interest Income	114.41	
Total Revenue Use of Money & Property	<u>114.41</u>	
Total Income	<u>181,936.75</u>	<u>255,000.00</u>
Gross Profit	<u>181,936.75</u>	<u>255,000.00</u>
Expense		
Small Tools & Equipment		
Safety Equipment	0.00	200.00
Small Tools & Equipment - Other	33.85	2,600.00
Total Small Tools & Equipment	<u>33.85</u>	<u>2,800.00</u>
Repairs & Maintenance	23,121.73	8,974.00
Utilities		
Security	24.00	200.00
Internet - Broadband	305.20	1,308.00
Propane	631.41	1,200.00
Electric	33,358.50	7,350.00
Garbage Disposal	69.13	1,856.00
Total Utilities	<u>34,388.24</u>	<u>11,914.00</u>
Equipment Repair & Maintenance	624.35	8,000.00
Taxes		
Solid Waste Benefit Assessment	127.38	250.00
Total Taxes	<u>127.38</u>	<u>250.00</u>
Salaries and Wages		
Regular Wages	7,859.67	66,494.00
Part Time Wages	9,024.75	10,135.00
Payroll Tax Expense	1,440.32	6,294.00
Total Salaries and Wages	<u>18,324.74</u>	<u>82,923.00</u>
Employee Benefits		
Pension Pay Expense	9,474.18	23,431.00
Health Insurance	477.36	446.00
Total Employee Benefits	<u>9,951.54</u>	<u>23,877.00</u>
Services and Supplies		
Postage	889.84	1,000.00
Advertising	41.25	300.00
Automobile Expense		
Fuel	289.03	625.00
Automobile Expense - Other	0.00	1,300.00

City of Loyalton
Profit & Loss Budget vs. Actual Water
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>
Total Automobile Expense	289.03	1,925.00
Bank Service Charges	.98.67	200.00
Chemicals	4,219.17	2,000.00
Contracted Services		
Health/Drug Screening	65.34	350.00
Professional Fees	0.00	500.00
Legal Fees	2,575.00	500.00
Auditing Expense	5,996.00	5,200.00
Accounting & Financial	133.00	4,000.00
Testing	390.00	4,500.00
Contracted Services - Other	948.00	
Total Contracted Services	<u>10,107.34</u>	<u>15,050.00</u>
Dues and Subscriptions	1,483.04	200.00
Insurance		
Workers Comp.	5,636.22	8,979.00
Liability Insurance	7,138.14	6,624.00
Property Insurance	9,296.29	
Insurance - Other	94.50	
Total Insurance	<u>22,165.15</u>	<u>15,603.00</u>
Licenses and Permits	4,002.00	4,500.00
Office Expense	254.81	1,000.00
Repairs	250.00	
Operating Supplies	1,344.41	1,550.00
Telephone	614.10	1,134.00
Services and Supplies - Other	12.84	
Total Services and Supplies	<u>45,771.65</u>	<u>44,462.00</u>
Total Expense	<u>132,343.48</u>	<u>183,200.00</u>
Net Ordinary Income	49,593.27	71,800.00
Other Income/Expense		
Other Expense		
Debt Service		
USDA Loan 91-05 Water	41,901.75	19,800.00
Interest Expense		
Interest 91-05 Water	0.00	42,000.00
Total Interest Expense	<u>0.00</u>	<u>42,000.00</u>
Total Debt Service	41,901.75	61,800.00
Capital Outlay	0.00	10,000.00
Total Other Expense	<u>41,901.75</u>	<u>71,800.00</u>
Net Other Income	<u>-41,901.75</u>	<u>-71,800.00</u>
Net Income	<u><u>7,691.52</u></u>	<u><u>0.00</u></u>

CITY OF LOYALTON

RESOLUTION 1-2022

**A RESOLUTION OF THE CITY OF LOYALTON
OPTING TO AFFIRM AN EXEMPTION FROM THE
REQUIREMENTS OF MANDATORY ORGANIC
COLLECTION SERVICES**

WHEREAS, The City of Loyalton is committed to meeting its solid waste diversion requirements through program implementation of its Source Reduction and Recycling Element of its Integrated Waste Management Plan; and,

WHEREAS, The City of Loyalton is committed to meeting its mandatory commercial recycling requirements, pursuant to PRC, Section 42649.3, through program implementation as clarified in the Model Mandatory Commercial Recycling Program for Rural Counties; and,

WHEREAS, Senate Bill (SB) 1383 (Lara, 2016) was signed into law and establishes methane emissions reduction goals of 50 percent in the level of the statewide landfill disposal of organic waste from the 2014 level by 2020 and 75 percent by 2025 and increase edible food recovery by 20 percent by 2025; and,

WHEREAS, the Department of Resources Recycling and Recovery (CalRecycle) developed regulations in Title 14 Natural Resources, Division 7, Chapter 12: Short-lived Climate Pollutants in the California Code of Regulations to implement the goals in SB 1383; and

WHEREAS, Chapter 12 Article 3 (commencing with Section 18984) Organic Waste Collection Services requires jurisdictions implement an organic waste diversion program that provides organic waste collection services to all businesses and residences; and

WHEREAS, Section 18984.12 (c) allows the Loyalton City Council of a rural county to adopt a resolution exempting the city from the requirements Article 3 based upon findings as to the purpose of and need for the exemption; and,

WHEREAS, Section 42649.8 of the Public Resources Code defines a rural county as a county that has a total population of less than 70,000 persons; and

WHEREAS, there are 19 counties in California with populations of less than 70,000 persons, which collectively represent only 2.0% of the statewide waste stream; and,

WHEREAS, organic waste generators within rural jurisdictions that meet the definition of "Rural Jurisdiction" in Section 42649.8 of the Public Resources Code that are exempted pursuant to paragraph (1) of subdivision (c) of Section 18984.12 are not required to comply with the organic waste collection requirements specified in Article 3; and,

WHEREAS, Sierra County has a population of 3,236 persons, which is less than 70,000 persons, as of the California Department of Finance's most current population estimate: and,

WHEREAS, Sierra County does not have the existing infrastructure, composting or anaerobic facilities, with the capacity to economically handle all the organic waste produced within the county; and,

WHEREAS, with the amounts of organic waste generated in Sierra County it is not currently economically feasible to build sustainable processing facilities necessary to handle all the organic waste produced within the county; and,

WHEREAS, with the amounts of organic waste generated in Sierra County and the distance to accessible processing facilities, it is not economically feasible for the County to require organics diversion at this time; and,

WHEREAS, Sierra County is committed to continue to pursue economically feasible alternatives for organics management; and,

WHEREAS, Sierra County is committed to encourage businesses and residences to reduce and recycle organics materials; and,

WHEREAS, on December 31, 2026, this exemption shall become inoperative, unless subsequent legislation or department regulations or approvals extends the rural exemptions beyond that date, at which time portions of the county may qualify for the low population waiver (census tracts with less than 75 people per square mile).

NOW, THEREFORE, BE IT RESOLVED that the Loyalton City Council of the City of Loyalton, Sierra County hereby chooses to exempt the County from the requirements of Article 3 of Title 14, Division 7, Chapter 12 of the California Code of Regulations (commencing with Section 18984) Organic Waste Collection Services.

BE IT FURTHER RESOLVED that the Loyalton City Council reserves the right to rescind this resolution at any time prior to the sunset date of December 31, 2026.

PASSED AND ADOPTED this day of February 15th 2022, by the following vote

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Sarah Jackson, Mayor

Kathy LeBlanc, City Clerk

CITY OF LOYALTON

CITY COUNCIL STAFF REPORT

MEETING OF: February 15, 2022

Subject:

From: Kathy LeBlanc, City Clerk
Gary Price, Contract Planner

Recommended Action: Authorize Price Consulting Services to prepare and file 2021 Annual Housing Element Progress Report.

BACKGROUND:

California Government Code Section 65400 ("Section 65400") requires cities and counties to submit an Annual Progress Report (APR) to the State by April 1 of each year. The Code requires the City Council to conduct public review of the report, consider public comments, and approve the report prior to submittal. APRs must be submitted to two State agencies: The Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD). The APRs describe each jurisdiction's progress in implementing the housing elements of their General Plans. Not only are the annual reports required to be submitted by the State, submitting an annual report allows the City to qualify for various State grants.

It does not appear that the City has ever prepared or filed any previous Housing Element Annual Progress Reports with HCD. Program 1-3.2 of the adopted 2021-24 Housing Element indicates that the City, starting April 1, 2021, will complete a comprehensive update of the annual reports from 2016 through 2020 and develop an annual process to make sure the annual reports are annually and timely completed to comply with State Housing Law.

AB 72, effective 2017, grants HCD authority to review any action, or failure to act, by a local government that HCD determines is inconsistent with an adopted housing element or Housing Element Law. More recently, HCD has been more aggressive with local agencies in enforcing housing law, so the City may want to prepare and file these reports. However, it is recognized that the City has very limited resources to conduct this work. There is no identified funding source to pay for this work except for the General Fund.

The following are options for the City Council to consider:

1. Prepare all reports as referenced in Housing Element Program 1-3.2 of the Housing

Element. I would be happy to produce these reports, but it will take about 8 hours of work plus staff time to complete (\$1,200).

2. Prepare the 2021 Annual Report. I could produce this with staff assistance, but it would take about 5 hours of work for about \$700.

3. Don't prepare any reports.

Estimated costs assume City building permit information on previous years is available and limited follow up to HCD requirements will be required once the reports are filed. Additional costs could be incurred if HCD requires additional information beyond filing the reports.

More information regarding the annual reports can be found on the following link:

<https://www.hcd.ca.gov/community-development/annual-progress-reports.shtml>

Dear Mayor Jackson

Feb 6, 2022

W

WEEK OF:

I am going to step down
as curator of the ^{Milton Fallade} museum as
soon as you find someone to
replace me.

It has been a great
~~honor~~ honor for the past tenth
years

Thanks to all those who
have volunteered to work on the
building and to those whoth
have volunteered to run it

Curator,

Jacqui Michael

WEEKLY PLAN

S/S



Kathy LeBlanc

From: Janice Buck [jbuck@psln.com]
Sent: Monday, January 24, 2022 3:50 PM
To: Kathy LeBlanc
Cc: Sarah Jackson; Joy Markum
Subject: Nomination for Richard Meder Award

I nominate Conner Heywood, 2020 Loyalton High School graduate.

Conner started decorating the Loyalton Elementary School multi-purpose room with lights for the Christmas program many years ago. Each year he would add more lights and then he started putting the lights to music at his parents' home in Sierra Brooks for the community to enjoy. Then he did the same to his paternal grandparents' house next door and extended it to the neighborhood a few years.

When COVID hit and the Christmas tree lighting was cancelled, Conner parked a fire truck up town and decorated it in lights. We had a Christmas truck!

He and Jake Marsh planned the first annual Christmas Light parade, urging locals to participate and it was great fun. The second annual Christmas Light parade by Conner and Jake was held this past Christmas and was another wonderful success.

Conner is known for his computer skills and has helped numerous residents with problems.

I feel he would make a terrific recipient and I know Richard Meder would approve. Conner's dad is the fire chief and I believe Conner has been a volunteer on the fire dept. too. I will check further on dates, etc.