

# 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  
JANUARY 18, 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](mailto: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**  
Regular Meeting December 21, 2021(Attachment)
7. **STAFF REPORTS**
  1. Nominees for Richard Meder Annual Award.

**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 December 2021 (Attachment)
- Approval of Bill Sheet December 2021 (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 changes to Personnel Policy.
2. Discussion and Possible Action regarding changing of employee classification.
3. Discussion and Possible Action in regards to WWTP Operator.
4. Discussion and Possible Action in regards to Maintenance Worker Hours.
5. Discussion and Possible Action in regards to new water service for Sierra County Office of Education. (Attachment)
6. Discussion and Possible Action in regards to approval of Business License for Lauren Dee Jones-Behavioral Consultant. (Attachment)

14. **AGENDA INPUT FOR UPCOMING MEETINGS**

15. **BOARD MEMBER CLOSING REMARKS**

16. **ADJOURNMENT**

December 21, 2021

## **REGULAR MEETING**

The Regular meeting of the Loyaltón City Council was called to order by Mayor S. Jackson on December 21, 2021 at 6:00 p.m. Loyaltón 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**

T. Jacobson, J. Buck, R. DeMartini, W. Bergstrom

## **APPROVAL OF AGENDA**

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

## **ANNOUNCEMENTS**

K. LeBlanc informed the Council that office staff will be observing the Christmas Holiday on Thursday December 23, 2021

Councilmember Riede informed the council that she has been in contact with Liberty Utilities on developing a list for Medical Emergency for power outages. She asked if someone need this service to contact her.

## **APPROVAL OF MINUTES**

1. It was moved by D. Riede, seconded by J. Gerow, to approve the minutes of the Regular Meeting of November 16, 2021 Motion carried.

## **STAFF REPORTS/Written Communications**

1. Mayor Jackson addressed the Council on the Letter from the Senior Citizens in regards to the roof repair stating as soon as funding is available the council will look into repairing the roof.

2. Mayor Jackson gave a report on the property on 205 Main Street in regards to set back. She stated no issues with the set back so no variance will be required.

## **APPOINTMENT OF MAYOR AND VICE-MAYOR**

1. It was moved by J. Markum, seconded by J. Gerow to appoint S. Jackson as Mayor. Motion carried

2. It was moved by S. Jackson, seconded by J. Markum to appoint D. Riede as Vice-Mayor. Motion carried.

## **APPOINTMENT OF BOARDS AND COMMITTEES**

Mayor Jackson appointed the following Boards and Committees:

1. **LAFCO**- J. Markum, D. Riede, S. Jackson-Alternate
2. **LTC**- D. Riede, J. Gerow, J. Markum-Alternate
3. **SCORE**- K. LeBlanc, J. Stockdale-Alternate

**FINANCE**- J. Markum, S. Jackson, J. Gerow-Alternate

**PUBLIC WORKS**- J. Gerow, D. Riede

**PERSONNEL**- J. Markum, D. Riede

**SVGEMD**- J. Gerow, J. Markum-Alternate

## **PUBLIC COMMENT**

1. W. Bergstrom requested that item 15.3 on the agenda be moved until the January meeting.
2. R. DeMartini and W. Bergstrom thanked CTL and the City for the good job of snow plowing.

## **FIRE DEPARTMENT REPORT**

R. DeMartini addressed the council stating that the Fire Department has had 225 calls this year. He also reported that no training will be held until January. He spoke on the need for more volunteers. He also gave a brief report on the repairs for the roof at the Sierra Brooks Fire Station.

## **FINANCIAL COMMITTEE REPORT/UPDATE**

Councilmember Markum reported that she had a meeting with J. Stockdale and K. Norton in regards to budget and various accounts. S. Jackson set a meeting for Finance Meeting in January. She would like to discuss Budget to Actual. She would like to add budget revision to January Agenda.

1. It was moved by J. Markum, seconded by D. Riede to approve the reconciled Accounts for November 2021. Motion carried.
2. It was moved by J. Markum, seconded by D. Riede to approve the bill sheet not to exceed \$78,480.26. Motion carried.

## **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 \$30,000. Motion carried.
2. After a discussion on COVID and FEMA and Cal-Trust monies. It was decided that the CDBG monies will go to streets and after we receive a bill from CTL for plowing the bill will be paid out of that account. In regards to COVID monies we need to identify what has been spent and then move from General Account to Cares Act.

## REIMBURSEMENT FOR USDA

None

## PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

1. Councilmember Gerow informed the council that we have received a letter from the State Water Resource Control Board that we are out of compliance. He reported that we have a new maintenance worker 4 days a week. He would like to hire J. Lundy for 1 day a week at \$36.50 per hour. Mayor Jackson stated that she has no problem with the hiring of J. Lundy upon the approval of J. Cussins. After a discussion it was moved by J. Markum, seconded by J. Gerow to hire J. Lundy upon approval of J. Cussins. Motion carried.
2. Councilmember Riede stated that she has spoke to Liberty Utilities in regards to the street lights that are not working within the City.

## OTHER COMMITTEE REPORTS

Mayor Jackson stated that she had a call about cars on the Tidwell Property. She also reported that there is a verbal agreement with CTL for plowing and is working on a contract for them. She stated that J. Jaquez will be on call for \$25.00 per hr if needed. She also reported that she is looking into working with CTL for a health insurance option for employees.

## DISCUSSION AND POSSIBLE ACTION ITEMS

1. After a discussion on changing J. Stockdale employee classification from part-time to full time. Mayor Jackson asked for a roll call vote: S Jackson-Aye, D. Riede- Aye, J. Markum-No, J. Gerow-No. No action will be taken at this time due to a tied vote. **(Councilmember J. Gerow left the meeting at 7:45)**
2. Item in regards to carpet cleaning will be tabled until spring 2022.
3. Item 15.3 in regards to new water service will be moved to January Agenda.

## INPUT FOR UPCOMING MEETINGS

1. Councilmember Riede would like to revisit employee classification for J. Stockdale.

## CLOSING REMARKS

None

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)	12/31/2021	(\$45,307.47)	Reconciled	01/11/2022
CDBG Account (0059)	12/20/2021	(\$11,644.41)	Reconciled	01/03/2022
F.D. Reserve (7243)	12/31/2021	(\$177,704.80)	Reconciled	01/11/2022
General Savings(0322)	12/20/2021	(\$29,433.10)	Reconciled	01/03/2022
Enterprise-W&S (0559)	12/31/2021	(\$284,026.65)	Reconciled	01/11/2022
WWTP Settle. (4387)	12/31/2021	(\$195,492.88)	Reconciled	01/11/2022
COVID (0998)	12/31/2021	(\$0.00)	Reconciled	01/11/2022
LAIF Account (496)	12/31/2021	(\$2,032,115.02)	Reconciled	01/12/2022
CalTrust (29130)	12/31/2021	(\$81,365.14)	Reconciled	01/12/2022

This authorization took place at the council meeting held on 1/18/22 and will be further reflected in the council minutes of this meeting.

\_\_\_\_\_  
Authorized Signature Sarah Jackson, Mayor, Dated 1/18/22

9:10 AM

City of Loyaltyon

# Bills Paid

As of December 31, 2021

01/12/22

Cash Basis

Type	Date	Num	Name	Memo	Paid Amount
<b>Enterprise Loan MM 0559</b>					
Transfer	12/03/2021			Funds Transfer	1,500.00
Transfer	12/03/2021			Funds Transfer	4,500.00
Transfer	12/10/2021			Funds Transfer	1,500.00
Transfer	12/10/2021			Funds Transfer	4,500.00
Transfer	12/17/2021			Funds Transfer	1,500.00
Transfer	12/17/2021			Funds Transfer	4,500.00
Transfer	12/24/2021			Funds Transfer	1,500.00
Transfer	12/24/2021			Funds Transfer	4,500.00
Transfer	12/31/2021			Funds Transfer	1,500.00
Transfer	12/31/2021			Funds Transfer	4,500.00
Check	12/31/2021			Service Charge	-2.00
Bill Pmt -C...	12/01/2021	176	USDA 92-07	Interest Payment	-36,025.00
Bill Pmt -C...	12/01/2021	177	USDA 92-03	Interest Payment	-2,261.04
Bill Pmt -C...	12/01/2021	178	USDA 92-01	Interest Payment	-14,967.84
Total Enterprise Loan MM 0559					-23,255.88
<b>General Funds</b>					
<b>General Checking 1956- NEW</b>					
Liability Ch...	12/10/2021		Employment Developmen...	69817369	-8.73
Liability Ch...	12/10/2021		US Treasury-941	94-6000364	-291.20
Transfer	12/07/2021			Funds Transfer: For works completed o...	2,287.66
Check	12/22/2021		Bank of America	5472064000010235	-829.76
Liability Ch...	12/24/2021		US Treasury-941	94-6000364	-373.56
Liability Ch...	12/24/2021		Employment Developmen...	69817369	-22.43
Transfer	12/03/2021			Funds Transfer	-1,500.00
Transfer	12/03/2021			Funds Transfer	-4,500.00
Transfer	12/10/2021			Funds Transfer	-1,500.00
Transfer	12/10/2021			Funds Transfer	-4,500.00
Transfer	12/17/2021			Funds Transfer	-1,500.00
Transfer	12/17/2021			Funds Transfer	-4,500.00

9:10 AM

01/12/22

Cash Basis

City of Loyalton  
Bills Paid  
As of December 31, 2021

Type	Date	Num	Name	Memo	Paid Amount
Transfer	12/24/2021			Funds Transfer	-1,500.00
Transfer	12/24/2021			Funds Transfer	-4,500.00
Transfer	12/31/2021			Funds Transfer	-1,500.00
Transfer	12/31/2021			Funds Transfer	-4,500.00
Check	12/31/2021		Plumas Bank-Vendor	Service charge	-2.00
Check	12/31/2021			Service Charge	-2.00
Check	12/01/2021	7240	Kathy LeBlanc	2021 December City Clerk	-150.00
Check	12/01/2021	7241	Sarah Jackson	2021 December Council	-150.00
Check	12/01/2021	7242	Darlene Riede	2021 December Council	-150.00
Check	12/01/2021	7243	Jerry Gerow	2021 December Council	-150.00
Check	12/01/2021	7244	Joy Markum	2021 December Council	-150.00
Check	12/01/2021	7245	Orville McGarity Retiree	December Retiree Payment	-268.36
Check	12/01/2021	7246	Donald Yegge Retiree	December Retiree Payment	-513.55
Check	12/01/2021	7247	Patsy Jardin Retiree	December Retiree Payment	-1,957.91
Check	12/01/2021	7248	John Cussins Retiree	December Retiree Payment	-1,171.76
Bill Pmt -C...	12/01/2021	7260	Sierra County Auditor	Police Contract December 2021	-1,250.00
Bill Pmt -C...	12/01/2021	7261	S.C.O.R.E.	Liability and Property Premium	-3,254.93
Check	12/01/2021	7262	Postmaster	W/S Bills	-134.00
Check	12/01/2021	7263	Benjamin Tidwell	Tennant Fire 7/2/21 - 7/3/21	-1,237.65
Check	12/01/2021	7264	Keith Jordan	Tennant Fire 7/2/21 - 7/3/21	-1,237.65
Check	12/01/2021	7265	Robert Holbrook	Tennant Fire 7/2/21 - 7/3/21	-1,237.65
Check	12/01/2021	7266	Dale Simerson	Tennant Fire 7/2/21 - 7/3/21	-1,237.65
Paycheck	12/10/2021	7267	Stockdale, Jamie		-852.03
Paycheck	12/10/2021	7268	LeBlanc, Katherine L		-629.49
Check	12/08/2021	7269	Petty Cash (Jamie Stockd...	Cannon TS3100 for office use	-150.90
Check	12/08/2021	7270	Sarah Jackson	Mileage Reimbursement	-100.00
Check	12/01/2021	7272	Jamie M Stockdale	Billing Period 7/1/21-6/30/22	-144.79
Bill Pmt -C...	12/15/2021	7273	Ca. State Water Resourc...		-3,326.00
Bill Pmt -C...	12/15/2021	7274	Clark Pest Control of Stoc...		-95.00
Bill Pmt -C...	12/15/2021	7275	Farr West Engineering	Flood Plain Mitigation	-810.00
Bill Pmt -C...	12/15/2021	7276	High Sierra Gas LLC	210 Front St	-160.29
Bill Pmt -C...	12/15/2021	7277	Pitney Bowes Lease		-164.55



9:10 AM

01/12/22

Cash Basis

City of Loyaltyon

Bills Paid

As of December 31, 2021

Type	Date	Num	Name	Memo	Paid Amount
Bill Pmt -C...	12/15/2021	7278	Plumas-Sierra Telecomm.		-218.00
Bill Pmt -C...	12/15/2021	7279	Plumas Sierra Rural Elect...		-4,267.18
Bill Pmt -C...	12/15/2021	7280	Porter Simon Professiona...	92132-13200M	-200.00
Bill Pmt -C...	12/15/2021	7281	Sheltons' Gas Heating an...	Furnace Repair in Engine bay and office	-266.98
Bill Pmt -C...	12/15/2021	7282	Sierra Booster	Ordinance 424	-107.25
Bill Pmt -C...	12/15/2021	7283	Silver State Analytical La...	Effluent Weir Vault	-63.00
Bill Pmt -C...	12/15/2021	7284	Xerox Corporation	951429299	-262.11
Paycheck	12/24/2021	7285	LeBlanc, Katherine L		-628.86
Paycheck	12/24/2021	7286	Stockdale, Jamie		-1,104.02
Bill Pmt -C...	12/29/2021	7296	AT&T CALNET 3		-86.55
Bill Pmt -C...	12/29/2021	7297	Current Electric & Alarm, ...		-120.00
Bill Pmt -C...	12/29/2021	7298	High Sierra Gas LLC		-3,043.35
Bill Pmt -C...	12/29/2021	7299	Intermountain Disposal, I...		-158.50
Bill Pmt -C...	12/29/2021	7300	Liberty Utilities		-5,615.44
Bill Pmt -C...	12/29/2021	7301	Pitney Bowes Inc Purcha...	8000-9000-0953-9911	-211.61
Bill Pmt -C...	12/29/2021	7302	Sierra Valley Home Center	1100	-325.42
Bill Pmt -C...	12/29/2021	7303	Silver State Analytical La...		-481.00
Bill Pmt -C...	12/29/2021	7304	Thatcher Company	39500	-2,641.78
Bill Pmt -C...	12/29/2021	7305	Verizon Wireless	370745244-000001	-98.91
Check	12/29/2021	7307	Postmaster	W/S Bills	-135.20

Total General Checking 1956- NEW

General Contingency Saving 0322

Total General Contingency Saving 0322

Total General Funds

-69,961.34

Designated Funds

WWTP Settlement MM 4321

Total WWTP Settlement MM 4321

-69,961.34

9:10 AM

01/12/22

Cash Basis

City of Loyalton

### Bills Paid

As of December 31, 2021

Type	Date	Num	Name	Memo	Paid Amount
WWTP Construction 1990					
Total WWTP Construction 1990					
Community Dev Block Grant 0059					
Total Community Dev Block Grant 0059					
Total Designated Funds					
<b>TOTAL</b>					<b>-93,217.22</b>

### 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 Water Sewer	01/07/2022	1,500.00 4,500.00
General Fund	Enterprise Loan MM 0559 Water Sewer	01/14/2022	1,500.00 4,500.00
General Fund	Enterprise Loan MM 0559 Water Sewer	01/21/2022	1,500.00 4,500.00
General Fund	Enterprise Loan MM 0559 Water Sewer	01/28/2022	1,500.00 4,500.00

**THIS TOTAL**

**\$24,000.00**

This authorization took place at the council meeting held on 01/18/2022 and will be further reflected in the council minutes of this meeting.

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

Sarah Jackson, Mayor, Dated 01/18/2022

**City of Loyaltyon**  
**Profit & Loss Budget vs. Actual General**  
July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Donations	1,000.00	
<b>Property Taxes</b>		
Homeowners	425.44	
Clerk Fees	262.90	
Secured	4,323.28	
Prior Year	68.17	
Property Taxes - Other	11.17	46,400.00
<b>Total Property Taxes</b>	<u>5,090.96</u>	<u>46,400.00</u>
<b>License &amp; Fee Revenues</b>		
Sales & Use	32,400.74	70,000.00
Franchise	0.00	7,347.00
Business License	64.00	4,500.00
<b>Total License &amp; Fee Revenues</b>	<u>32,464.74</u>	<u>81,847.00</u>
<b>Intergovernmental - Federal</b>		
Other Federal Grants	2,878.12	
<b>Total Intergovernmental - Federal</b>	<u>2,878.12</u>	
<b>Intergovernmental - State</b>		
LEAP Grant Revenue	18,999.50	
<b>Total Intergovernmental - State</b>	<u>18,999.50</u>	
<b>Charges for Current Services</b>		
<b>Permit &amp; Fee Revenue</b>		
Building Permits	1,756.00	5,000.00
<b>Total Permit &amp; Fee Revenue</b>	<u>1,756.00</u>	<u>5,000.00</u>
Copies & Faxes	231.40	250.00
<b>Cemetery</b>		
Plots	800.00	150.00
<b>Total Cemetery</b>	<u>800.00</u>	<u>150.00</u>
<b>Rent Income</b>		
Auditorium Rental	195.00	
Park Building Rent	6,295.00	
Social Hall	130.00	
Rent Income - Other	0.00	11,480.00
<b>Total Rent Income</b>	<u>6,620.00</u>	<u>11,480.00</u>
<b>Total Charges for Current Services</b>	<u>9,407.40</u>	<u>16,880.00</u>
<b>Revenue Use of Money &amp; Property</b>		
Dividend Income- CalTrust	0.00	540.00
<b>Interest Income</b>		
LAIF Interest Income	0.00	2,848.00
Interest Income - Other	9.43	
<b>Total Interest Income</b>	<u>9.43</u>	<u>2,848.00</u>

**City of Loyaltan**  
**Profit & Loss Budget vs. Actual General**  
 July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Total Revenue Use of Money &amp; Property</b>	9.43	3,388.00
<b>Miscellaneous Revenue</b>		
Covid Relief Funds	83,965.00	
Other Income	62.23	
<b>Total Miscellaneous Revenue</b>	<u>84,027.23</u>	
<b>Total Income</b>	<u>153,877.38</u>	<u>148,515.00</u>
<b>Gross Profit</b>	<u>153,877.38</u>	<u>148,515.00</u>
<b>Expense</b>		
<b>Small Tools &amp; Equipment</b>		
Safety Equipment	24.66	
Small Tools & Equipment - Other	67.69	
<b>Total Small Tools &amp; Equipment</b>	<u>92.35</u>	
<b>Repairs &amp; Maintenance</b>	819.73	1,000.00
<b>Building Repairs</b>	0.00	2,000.00
<b>Penalties &amp; Interest</b>	109.33	
<b>Utilities</b>		
Security	192.00	300.00
Internet - Broadband	98.10	200.00
Propane	7,534.24	8,500.00
Electric	1,592.30	5,000.00
Garbage Disposal	497.95	800.00
<b>Total Utilities</b>	<u>9,914.59</u>	<u>14,800.00</u>
<b>Equipment Repair &amp; Maintenance</b>	383.28	1,300.00
<b>Taxes</b>		
Solid Waste Benefit Assessment	2,354.05	
<b>Total Taxes</b>	<u>2,354.05</u>	
<b>Salaries and Wages</b>		
Regular Wages	9,555.81	
Part Time Wages	7,504.12	31,616.00
Payroll Tax Expense	1,348.26	6,170.00
Payroll Service Expense	46.00	
<b>Total Salaries and Wages</b>	<u>18,454.19</u>	<u>37,786.00</u>
<b>Employee Benefits</b>		
Pension Pay Expense	7,511.82	
<b>Total Employee Benefits</b>	<u>7,511.82</u>	
<b>Services and Supplies</b>		
Postage	0.00	50.00
Advertising	243.65	1,000.00
<b>Automobile Expense</b>		
Fuel	234.14	
Automobile Expense - Other	0.00	1,500.00
<b>Total Automobile Expense</b>	<u>234.14</u>	<u>1,500.00</u>

**City of Loyalton**  
**Profit & Loss Budget vs. Actual General**  
July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Bank Service Charges</b>	29.00	
<b>Contracted Services</b>		
<b>Housing Element</b>	11,310.63	
<b>Health/Drug Screening</b>	18.66	
<b>Professional Fees</b>	650.00	3,000.00
<b>Legal Fees</b>	3,625.00	3,000.00
<b>Auditing Expense</b>	1,499.00	3,000.00
<b>Accounting &amp; Financial</b>	0.00	2,000.00
<b>Law Enforcement</b>	7,500.00	15,000.00
<b>Council Expense</b>		
<b>City Clerk</b>	900.00	
<b>Council Expense - Other</b>	3,900.00	10,800.00
<b>Total Council Expense</b>	<u>4,800.00</u>	<u>10,800.00</u>
<b>Contracted Services - Other</b>	5,112.00	
<b>Total Contracted Services</b>	<u>34,515.29</u>	<u>36,800.00</u>
<b>Dues and Subscriptions</b>	-322.81	200.00
<b>Insurance</b>		
<b>Workers Comp.</b>	704.53	
<b>Liability Insurance</b>	1,784.54	2,348.00
<b>Property Insurance</b>	4,290.59	5,513.00
<b>Insurance - Other</b>	1,140.50	1,218.00
<b>Total Insurance</b>	<u>7,920.16</u>	<u>9,079.00</u>
<b>Miscellaneous</b>	679.32	
<b>Office Expense</b>	837.03	1,000.00
<b>Repairs</b>	63.26	
<b>Operating Supplies</b>	519.74	1,000.00
<b>Telephone</b>	111.11	1,000.00
<b>Services and Supplies - Other</b>	6.41	
<b>Total Services and Supplies</b>	<u>44,836.30</u>	<u>51,629.00</u>
<b>Total Expense</b>	<u>84,475.64</u>	<u>108,515.00</u>
<b>Net Ordinary Income</b>	69,401.74	40,000.00
<b>Other Income/Expense</b>		
<b>Other Expense</b>		
<b>Transfers Out</b>	10,000.00	10,000.00
<b>Capital Outlay</b>	0.00	30,000.00
<b>Total Other Expense</b>	<u>10,000.00</u>	<u>40,000.00</u>
<b>Net Other Income</b>	<u>-10,000.00</u>	<u>-40,000.00</u>
<b>Net Income</b>	<u><u>59,401.74</u></u>	<u><u>0.00</u></u>

**City of Loyalton**  
**Profit & Loss Budget vs. Actual Water**  
 July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Enterprise Income</b>		
Water Service Income	157,634.68	255,000.00
<b>Total Enterprise Income</b>	<u>157,634.68</u>	<u>255,000.00</u>
<b>Revenue Use of Money &amp; Property</b>		
Interest Income	114.41	
<b>Total Revenue Use of Money &amp; Property</b>	<u>114.41</u>	
<b>Total Income</b>	<u>157,749.09</u>	<u>255,000.00</u>
<b>Gross Profit</b>	<u>157,749.09</u>	<u>255,000.00</u>
<b>Expense</b>		
<b>Small Tools &amp; Equipment</b>		
Safety Equipment	0.00	200.00
Small Tools & Equipment - Other	33.85	2,600.00
<b>Total Small Tools &amp; Equipment</b>	<u>33.85</u>	<u>2,800.00</u>
<b>Repairs &amp; Maintenance</b>	23,121.73	8,974.00
<b>Utilities</b>		
Security	24.00	200.00
Internet - Broadband	261.60	1,308.00
Propane	472.34	1,200.00
Electric	30,325.99	7,350.00
Garbage Disposal	61.60	1,856.00
<b>Total Utilities</b>	<u>31,145.53</u>	<u>11,914.00</u>
<b>Equipment Repair &amp; Maintenance</b>	166.85	8,000.00
<b>Taxes</b>		
Solid Waste Benefit Assessment	127.38	250.00
<b>Total Taxes</b>	<u>127.38</u>	<u>250.00</u>
<b>Salaries and Wages</b>		
Regular Wages	7,859.67	66,494.00
Part Time Wages	7,546.86	10,135.00
Payroll Tax Expense	1,253.38	6,294.00
<b>Total Salaries and Wages</b>	<u>16,659.91</u>	<u>82,923.00</u>
<b>Employee Benefits</b>		
Pension Pay Expense	7,978.88	23,431.00
Health Insurance	477.36	446.00
<b>Total Employee Benefits</b>	<u>8,456.24</u>	<u>23,877.00</u>
<b>Services and Supplies</b>		
Postage	871.49	1,000.00
Advertising	41.25	300.00
<b>Automobile Expense</b>		
Fuel	289.03	625.00
Automobile Expense - Other	0.00	1,300.00

**City of Loyaltton**  
**Profit & Loss Budget vs. Actual Water**  
 July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Total Automobile Expense</b>	289.03	1,925.00
<b>Bank Service Charges</b>	98.67	200.00
<b>Chemicals</b>	4,219.17	2,000.00
<b>Contracted Services</b>		
Health/Drug Screening	18.67	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	0.00	4,000.00
Testing	334.00	4,500.00
Contracted Services - Other	948.00	
<b>Total Contracted Services</b>	<u>9,871.67</u>	<u>15,050.00</u>
<b>Dues and Subscriptions</b>	1,483.04	200.00
<b>Insurance</b>		
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	
<b>Total Insurance</b>	<u>22,165.15</u>	<u>15,603.00</u>
<b>Licenses and Permits</b>	4,002.00	4,500.00
<b>Office Expense</b>	254.81	1,000.00
<b>Repairs</b>	250.00	
<b>Operating Supplies</b>	1,267.25	1,550.00
<b>Telephone</b>	526.60	1,134.00
<b>Services and Supplies - Other</b>	12.84	
<b>Total Services and Supplies</b>	<u>45,352.97</u>	<u>44,462.00</u>
<b>Total Expense</b>	<u>125,064.46</u>	<u>183,200.00</u>
<b>Net Ordinary Income</b>	32,684.63	71,800.00
<b>Other Income/Expense</b>		
<b>Other Expense</b>		
<b>Debt Service</b>		
USDA Loan 91-05 Water	41,901.75	19,800.00
Interest Expense		
Interest 91-05 Water	0.00	42,000.00
<b>Total Interest Expense</b>	<u>0.00</u>	<u>42,000.00</u>
<b>Total Debt Service</b>	<u>41,901.75</u>	<u>61,800.00</u>
<b>Capital Outlay</b>	0.00	10,000.00
<b>Total Other Expense</b>	<u>41,901.75</u>	<u>71,800.00</u>
<b>Net Other Income</b>	<u>-41,901.75</u>	<u>-71,800.00</u>
<b>Net Income</b>	<u><u>-9,217.12</u></u>	<u><u>0.00</u></u>



**City of Loyalton**  
**Profit & Loss Budget vs. Actual Sewer**  
July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Enterprise Income</b>		
<b>Sewer Service Income</b>	203,845.43	355,000.00
<b>Total Enterprise Income</b>	<u>203,845.43</u>	<u>355,000.00</u>
<b>Revenue Use of Money &amp; Property</b>		
<b>Dividend Income- CalTrust</b>	-22.44	
<b>Interest Income</b>		
<b>LAIF Interest Income</b>	2,893.46	6,052.00
<b>Interest Income - Other</b>	193.23	
<b>Total Interest Income</b>	<u>3,086.69</u>	<u>6,052.00</u>
<b>Total Revenue Use of Money &amp; Property</b>	<u>3,064.25</u>	<u>6,052.00</u>
<b>Total Income</b>	<u>206,909.68</u>	<u>361,052.00</u>
<b>Gross Profit</b>	206,909.68	361,052.00
<b>Expense</b>		
<b>Small Tools &amp; Equipment</b>		
<b>Safety Equipment</b>	0.00	200.00
<b>Small Tools &amp; Equipment - Other</b>	47.78	800.00
<b>Total Small Tools &amp; Equipment</b>	<u>47.78</u>	<u>1,000.00</u>
<b>Repairs &amp; Maintenance</b>	860.00	2,000.00
<b>Utilities</b>		
<b>Security</b>	24.00	75.00
<b>Internet - Broadband</b>	261.60	540.00
<b>Propane</b>	1,005.78	3,613.00
<b>Electric</b>	26,563.41	30,000.00
<b>Garbage Disposal</b>	346.02	650.00
<b>Total Utilities</b>	<u>28,200.81</u>	<u>34,878.00</u>
<b>Equipment Repair &amp; Maintenance</b>	334.85	6,000.00
<b>Taxes</b>		
<b>Solid Waste Benefit Assessment</b>	482.06	860.00
<b>Total Taxes</b>	<u>482.06</u>	<u>860.00</u>
<b>Salaries and Wages</b>		
<b>Regular Wages</b>	10,549.14	54,404.00
<b>Part Time Wages</b>	7,540.40	8,280.00
<b>Payroll Tax Expense</b>	1,407.25	6,094.00
<b>Total Salaries and Wages</b>	<u>19,496.79</u>	<u>68,778.00</u>
<b>Employee Benefits</b>		
<b>Pension Pay Expense</b>	7,978.78	23,431.00
<b>Health Insurance</b>	477.34	446.00
<b>Total Employee Benefits</b>	<u>8,456.12</u>	<u>23,877.00</u>
<b>Services and Supplies</b>		
<b>Postage</b>	871.47	1,000.00

**City of Loyalton**  
**Profit & Loss Budget vs. Actual Sewer**  
 July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
Advertising	310.75	300.00
Automobile Expense		
Fuel	604.70	2,456.00
Automobile Expense - Other	0.00	1,000.00
<b>Total Automobile Expense</b>	<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	18.67	
Professional Fees	787.50	1,770.00
Legal Fees	1,925.00	500.00
Auditing Expense	5,996.00	5,200.00
Accounting & Financial	0.00	4,000.00
Testing	4,571.00	7,250.00
Contracted Services - Other	2,445.50	
<b>Total Contracted Services</b>	<u>15,743.67</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	
<b>Total Insurance</b>	<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	757.63	3,605.00
Telephone	747.35	1,134.00
Services and Supplies - Other	12.84	
<b>Total Services and Supplies</b>	<u>41,763.94</u>	<u>66,609.00</u>
<b>Total Expense</b>	<u>99,642.35</u>	<u>204,002.00</u>
<b>Net Ordinary Income</b>	<u>107,267.33</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
<b>Total Interest Expense</b>	<u>108,358.26</u>	<u>115,510.00</u>

City of Loyaltan  
**Profit & Loss Budget vs. Actual Sewer**  
July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
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>
<b>Net Income</b>	<b><u>-114,890.93</u></b>	<b><u>-65,000.00</u></b>

**City of Loyaltan**  
**Profit & Loss Budget vs. Actual Streets**  
 July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Intergovernmental - State</b>		
Road Maintenance & Rehab	7,892.38	13,256.00
VLF Swap	0.00	31,999.00
Traffic Congestion Relief	0.00	560.00
<b>Highway Users Tax</b>		
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
<b>Total Highway Users Tax</b>	<u>12,288.14</u>	<u>15,500.00</u>
<b>Total Intergovernmental - State</b>	<u>20,180.52</u>	<u>61,315.00</u>
<b>Revenue Use of Money &amp; Property</b>		
Interest Income	2.65	
<b>Total Revenue Use of Money &amp; Property</b>	<u>2.65</u>	
<b>Total Income</b>	<u>20,183.17</u>	<u>61,315.00</u>
<b>Gross Profit</b>	<u>20,183.17</u>	<u>61,315.00</u>
<b>Expense</b>		
<b>Small Tools &amp; Equipment</b>		
Safety Equipment	0.00	500.00
Small Tools & Equipment - Other	0.00	1,000.00
<b>Total Small Tools &amp; Equipment</b>	<u>0.00</u>	<u>1,500.00</u>
<b>Repairs &amp; Maintenance</b>	2,523.09	8,500.00
<b>Utilities</b>		
Internet - Broadband	32.70	75.00
Propane	472.34	600.00
Electric	12,104.78	26,758.00
Garbage Disposal	32.32	31.00
<b>Total Utilities</b>	<u>12,642.14</u>	<u>27,464.00</u>
<b>Equipment Repair &amp; Maintenance</b>	738.20	2,730.00
<b>Taxes</b>		
Solid Waste Benefit Assessment	68.58	
<b>Total Taxes</b>	<u>68.58</u>	
<b>Salaries and Wages</b>		
Regular Wages	1,908.62	8,700.00
Part Time Wages	0.00	760.00
Payroll Tax Expense	172.33	843.00
<b>Total Salaries and Wages</b>	<u>2,080.95</u>	<u>10,303.00</u>
<b>Services and Supplies</b>		
Postage	0.00	60.00

**City of Loyaltyon**  
**Profit & Loss Budget vs. Actual Streets**

July through December 2021

<b>Internet - Broadband</b>	32.70	75.00
<b>Propane</b>	472.34	600.00
<b>Automobile Expense</b>		
<b>Fuel</b>	700.37	800.00
<b>Total Automobile Expense</b>	<u>700.37</u>	<u>800.00</u>
<b>Contracted Services</b>		
<b>Auditing Expense</b>	1,499.00	2,300.00
<b>Accounting &amp; Financial</b>	0.00	1,000.00
<b>Contracted Services - Other</b>	0.00	1,000.00
<b>Total Contracted Services</b>	<u>1,499.00</u>	<u>4,300.00</u>
<b>Dues and Subscriptions</b>	0.00	50.00
<b>Insurance</b>		
<b>Workers Comp.</b>	704.53	1,218.00
<b>Liability Insurance</b>	1,784.54	2,000.00
<b>Property Insurance</b>	2,860.41	2,000.00
<b>Insurance - Other</b>	13.50	
<b>Total Insurance</b>	<u>5,362.98</u>	<u>5,218.00</u>
<b>Office Expense</b>	32.92	
<b>Operating Supplies</b>	196.29	350.00
<b>Telephone</b>	9.72	40.00
<b>Total Services and Supplies</b>	<u>7,801.28</u>	<u>10,818.00</u>
<b>Total Expense</b>	<u>25,854.24</u>	<u>61,315.00</u>
<b>Net Ordinary Income</b>	-5,671.07	0.00
<b>Net Income</b>	<u><u>-5,671.07</u></u>	<u><u>0.00</u></u>

**City of Loyalton**  
**Profit & Loss Budget vs. Actual Fire**  
July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Transfer in to Fire Department	0.00	10,000.00
Transfer In	10,000.00	
<b>Charges for Current Services</b>		
Service Area Revenue- Fire Prot	0.00	40,800.00
<b>Total Charges for Current Services</b>	<u>0.00</u>	<u>40,800.00</u>
<b>Revenue Use of Money &amp; Property</b>		
Interest Income	82.99	120.00
<b>Total Revenue Use of Money &amp; Property</b>	<u>82.99</u>	<u>120.00</u>
<b>Miscellaneous Revenue</b>	1,275.00	
<b>Fire Fighting Revenue</b>		
Travel Fee/ Travel Admin	311.43	
Fire Fighting Revenue-Admin	2,646.71	
Fire Fighting Revenue-Engine Co	9,830.00	
Fire Fighting Revenue-Personnel	23,546.42	
<b>Total Fire Fighting Revenue</b>	<u>36,334.56</u>	
<b>Total Income</b>	<u>47,692.55</u>	<u>50,920.00</u>
<b>Gross Profit</b>	<u>47,692.55</u>	<u>50,920.00</u>
<b>Expense</b>		
<b>Fire Fighting Expenses</b>		
Fire Fighting Wages	23,546.42	
Fire Fighting Expenses - Other	3,066.03	
<b>Total Fire Fighting Expenses</b>	<u>26,612.45</u>	
<b>Small Tools &amp; Equipment</b>		
Safety Equipment	1,769.63	
Small Tools & Equipment - Other	3,514.24	8,500.00
<b>Total Small Tools &amp; Equipment</b>	<u>5,283.87</u>	<u>8,500.00</u>
<b>Repairs &amp; Maintenance</b>	463.23	3,500.00
<b>Building Repairs</b>	0.00	500.00
<b>Utilities</b>		
Internet - Broadband	654.00	1,308.00
Propane	981.92	1,643.00
Electric	2,361.13	4,457.00
Garbage Disposal	173.14	371.00
<b>Total Utilities</b>	<u>4,170.19</u>	<u>7,779.00</u>
<b>Equipment Repair &amp; Maintenance</b>	8,629.60	6,930.00
<b>Taxes</b>		
Solid Waste Benefit Assessment	527.20	
<b>Total Taxes</b>	<u>527.20</u>	
<b>Salaries and Wages</b>		
Part Time Wages	270.06	

**City of Loyalton**  
**Profit & Loss Budget vs. Actual Fire**  
July through December 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>
Payroll Tax Expense	20.67	
Total Salaries and Wages	290.73	
Services and Supplies		
Postage	12.15	35.00
Advertising	0.00	200.00
Automobile Expense		
Fuel	1,157.27	3,724.00
Automobile Expense - Other	0.00	500.00
Total Automobile Expense	1,157.27	4,224.00
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	0.00	280.00
Testing	0.00	1,600.00
Total Contracted Services	0.00	8,190.00
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	4,296.46	5,090.00
Miscellaneous		
Meals	60.10	500.00
Total Miscellaneous	60.10	500.00
Operating Supplies	848.46	2,600.00
Telephone	372.30	660.00
Training	0.00	1,410.00
Travel	0.00	600.00
Total Services and Supplies	6,746.74	23,711.00
Total Expense	52,724.01	50,920.00
Net Ordinary Income	-5,031.46	0.00
<b>Net Income</b>	<b>-5,031.46</b>	<b>0.00</b>

**City of Loyalton**  
**Profit & Loss Budget vs. Actual GENERAL**  
 July through November 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>	<u>Revised</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Donations	1,000.00		
<b>Property Taxes</b>			
Homeowners	425.44		
Clerk Fees	262.90		
Secured	4,323.28		
Prior Year	68.17		
Property Taxes - Other	11.17	46,400.00	46,400.00
<b>Total Property Taxes</b>	<u>5,090.96</u>	<u>46,400.00</u>	<u>46,400.00</u>
<b>License &amp; Fee Revenues</b>			
Sales & Use	32,400.74	70,000.00	70,000.00
Franchise	0.00	7,347.00	7,347.00
Business License	64.00	4,500.00	4,900.00
<b>Total License &amp; Fee Revenues</b>	<u>32,464.74</u>	<u>81,847.00</u>	<u>82,247.00</u>
<b>Intergovernmental - Federal</b>			
Other Federal Grants	2,878.12		
<b>Total Intergovernmental - Federal</b>	<u>2,878.12</u>		
<b>Intergovernmental - State</b>			
LEAP Grant Revenue	18,999.50		18,999.50
<b>Total Intergovernmental - State</b>	<u>18,999.50</u>		<u>18,999.50</u>
<b>Charges for Current Services</b>			
<b>Permit &amp; Fee Revenue</b>			
Building Permits	1,756.00	5,000.00	5,000.00
<b>Total Permit &amp; Fee Revenue</b>	<u>1,756.00</u>	<u>5,000.00</u>	<u>5,000.00</u>
Copies & Faxes	231.40	250.00	250.00
<b>Cemetery</b>			
Plots	800.00	150.00	250.00
<b>Total Cemetery</b>	<u>800.00</u>	<u>150.00</u>	<u>250.00</u>
<b>Rent Income</b>			
Park Building Rent	6,295.00		
Rent Income - Other	325.00	11,480.00	11,480.00
<b>Total Rent Income</b>	<u>6,620.00</u>	<u>11,480.00</u>	<u>11,480.00</u>
<b>Total Charges for Current Services</b>	<u>9,407.40</u>	<u>16,880.00</u>	<u>16,980.00</u>
<b>Revenue Use of Money &amp; Property</b>			
Dividend Income- CalTrust	0.00	540.00	540.00
<b>Interest Income</b>			
LAIF Interest Income	0.00	2,848.00	2,848.00
Interest Income - Other	9.43		
<b>Total Interest Income</b>	<u>9.43</u>	<u>2,848.00</u>	<u>2,848.00</u>
<b>Total Revenue Use of Money &amp; Property</b>	<u>9.43</u>	<u>3,388.00</u>	<u>3,388.00</u>
<b>Miscellaneous Revenue</b>			



**City of Loyalton**  
**Profit & Loss Budget vs. Actual GENERAL**  
July through November 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>	<u>Revised</u>
Other Income	62.23		
Miscellaneous Revenue - Other	83,965.00		
<b>Total Miscellaneous Revenue</b>	<u>84,027.23</u>		
<b>Total Income</b>	<u>153,877.38</u>	<u>148,515.00</u>	<u>168,014.50</u>
<b>Gross Profit</b>	<u>153,877.38</u>	<u>148,515.00</u>	<u>168,014.50</u>
<b>Expense</b>			
<b>Small Tools &amp; Equipment</b>			
Safety Equipment	24.66		
Small Tools & Equipment - Other	67.69		
<b>Total Small Tools &amp; Equipment</b>	<u>92.35</u>		
<b>Repairs &amp; Maintenance</b>	819.73	1,000.00	1,000.00
<b>Building Repairs</b>	0.00	2,000.00	200.00
<b>Penalties &amp; Interest</b>	109.33		
<b>Utilities</b>			
Security	192.00	300.00	300.00
Internet - Broadband	98.10	200.00	200.00
Propane	5,070.58	8,500.00	8,500.00
Electric	1,592.30	5,000.00	5,000.00
Garbage Disposal	497.95	800.00	800.00
<b>Total Utilities</b>	<u>7,450.93</u>	<u>14,800.00</u>	<u>14,800.00</u>
<b>Equipment Repair &amp; Maintenance</b>	383.28	1,300.00	500.00
<b>Taxes</b>			
Solid Waste Benefit Assessment	2,354.05		
<b>Total Taxes</b>	<u>2,354.05</u>		2,355.00
<b>Salaries and Wages</b>			
Regular Wages	9,555.81		
Part Time Wages	7,504.12	31,616.00	31,616.00
Payroll Tax Expense	1,348.26	6,170.00	6,170.00
Payroll Service Expense	46.00		
<b>Total Salaries and Wages</b>	<u>18,454.19</u>	<u>37,786.00</u>	<u>37,786.00</u>
<b>Employee Benefits</b>			
Pension Pay Expense	7,511.82		15,024.00
<b>Total Employee Benefits</b>	<u>7,511.82</u>	0.00	<u>15,024.00</u>
<b>Services and Supplies</b>			
Postage	0.00	50.00	50.00
Advertising	243.65	1,000.00	250.00
<b>Automobile Expense</b>			
Fuel	234.14		
Automobile Expense - Other	0.00	1,500.00	500.00
<b>Total Automobile Expense</b>	<u>234.14</u>	<u>1,500.00</u>	<u>500.00</u>
<b>Bank Service Charges</b>	29.00		
<b>Contracted Services</b>			

**City of Loyalton**  
**Profit & Loss Budget vs. Actual GENERAL**  
 July through November 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>	<u>Revised</u>
Housing Element	11,310.63		11,310.63
Health/Drug Screening	18.66		
Professional Fees	650.00	3,000.00	2,000.00
Legal Fees	3,625.00	3,000.00	6,000.00
Auditing Expense	1,499.00	3,000.00	3,000.00
Accounting & Financial	0.00	2,000.00	2,000.00
Law Enforcement	7,500.00	15,000.00	15,000.00
Council Expense			
City Clerk	900.00		
Council Expense - Other	3,900.00	10,800.00	10,800.00
<b>Total Council Expense</b>	<u>4,800.00</u>	<u>10,800.00</u>	<u>10,800.00</u>
Contracted Services - Other	5,112.00		
<b>Total Contracted Services</b>	<u>34,515.29</u>	<u>36,800.00</u>	<u>50,110.63</u>
Dues and Subscriptions	74.24	200.00	100.00
Insurance			
Workers Comp.	704.53		1,409.00
Liability Insurance	1,784.54	2,348.00	2,388.00
Property Insurance	4,290.59	5,513.00	10,216.00
Insurance - Other	1,140.50	1,218.00	1,218.00
<b>Total Insurance</b>	<u>7,920.16</u>	<u>9,079.00</u>	<u>15,231.00</u>
Miscellaneous	679.32		
Office Expense	837.03	1,000.00	1,500.00
Operating Supplies	519.74	1,000.00	550.00
Telephone	111.46	1,000.00	225.00
Services and Supplies - Other	69.67		
<b>Total Services and Supplies</b>	<u>45,233.70</u>	<u>51,629.00</u>	<u>68,516.63</u>
<b>Total Expense</b>	<u>82,409.38</u>	<u>108,515.00</u>	<u>140,181.63</u>
Net Ordinary Income	71,468.00	40,000.00	27,832.87
Other Income/Expense			
Other Expense			
Transfers Out	10,000.00	10,000.00	10,000.00
Capital Outlay	0.00	30,000.00	30,000.00
<b>Total Other Expense</b>	<u>10,000.00</u>	<u>40,000.00</u>	<u>40,000.00</u>
Net Other Income	-10,000.00	-40,000.00	-40,000.00
<b>Net Income</b>	<u><b>61,468.00</b></u>	<u><b>0.00</b></u>	<u><b>-12,167.13</b></u>

**City of Loyalton**  
**Profit & Loss Budget vs. Actual STREETS**  
 July through November 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>	<u>Revised</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Intergovernmental - State</b>			
Road Maintenance & Rehab	7,892.38	13,256.00	16,000.00
VLF Swap	0.00	31,999.00	31,000.00
Traffic Congestion Relief	0.00	560.00	850.00
<b>Highway Users Tax</b>			
2103 (Gas Tax)	3,515.08		5,550.00
2105	2,233.87	4,000.00	3,900.00
2106	3,145.99	6,000.00	6,000.00
2107	2,393.20	5,400.00	5,400.00
2107.5	1,000.00	100.00	1,000.00
<b>Total Highway Users Tax</b>	<u>12,288.14</u>	<u>15,500.00</u>	<u>21,850.00</u>
<b>Total Intergovernmental - State</b>	<u>20,180.52</u>	<u>61,315.00</u>	<u>69,700.00</u>
<b>Revenue Use of Money &amp; Property</b>			
Interest Income	2.65		
<b>Total Revenue Use of Money &amp; Property</b>	<u>2.65</u>		
<b>Total Income</b>	<u>20,183.17</u>	<u>61,315.00</u>	<u>69,700.00</u>
<b>Gross Profit</b>	<u>20,183.17</u>	<u>61,315.00</u>	<u>69,700.00</u>
<b>Expense</b>			
<b>Small Tools &amp; Equipment</b>			
Safety Equipment	0.00	500.00	500.00
Small Tools & Equipment - Other	0.00	1,000.00	1,000.00
<b>Total Small Tools &amp; Equipment</b>	<u>0.00</u>	<u>1,500.00</u>	<u>1,500.00</u>
<b>Repairs &amp; Maintenance</b>	2,523.09	8,500.00	8,500.00
<b>Utilities</b>			
Internet - Broadband	32.70	75.00	75.00
Propane	282.82	600.00	600.00
Electric	12,104.78	26,758.00	26,758.00
Garbage Disposal	32.32	31.00	31.00
<b>Total Utilities</b>	<u>12,452.62</u>	<u>27,464.00</u>	<u>27,464.00</u>
<b>Equipment Repair &amp; Maintenance</b>	738.20	2,730.00	2,730.00
<b>Taxes</b>			
Solid Waste Benefit Assessment	68.58	0.00	70.00
<b>Total Taxes</b>	<u>68.58</u>		
<b>Salaries and Wages</b>			
Regular Wages	1,908.62	8,700.00	8,700.00
Part Time Wages	0.00	760.00	760.00
Payroll Tax Expense	172.33	843.00	843.00
<b>Total Salaries and Wages</b>	<u>2,080.95</u>	<u>10,303.00</u>	<u>10,303.00</u>
<b>Services and Supplies</b>			
Postage	0.00	60.00	60.00

**City of Loyaltton**  
**Profit & Loss Budget vs. Actual STREETS**  
 July through November 2021

	<u>Jul - Dec 21</u>	<u>Budget</u>	<u>Revised</u>
<b>Automobile Expense</b>			
Fuel	700.37	800.00	1,600.00
<b>Total Automobile Expense</b>	<u>700.37</u>	<u>800.00</u>	<u>1,600.00</u>
<b>Contracted Services</b>			
Auditing Expense	1,499.00	2,300.00	2,300.00
Accounting & Financial	0.00	1,000.00	1,000.00
Contracted Services - Other	0.00	1,000.00	1,000.00
<b>Total Contracted Services</b>	<u>1,499.00</u>	<u>4,300.00</u>	<u>4,300.00</u>
<b>Dues and Subscriptions</b>	0.00	50.00	50.00
<b>Insurance</b>			
Workers Comp.	704.53	1,218.00	1,218.00
Liability Insurance	1,784.54	2,000.00	2,388.00
Property Insurance	2,860.41	2,000.00	5,721.00
Insurance - Other	13.50		
<b>Total Insurance</b>	<u>5,362.98</u>	<u>5,218.00</u>	<u>9,327.00</u>
<b>Office Expense</b>	32.92		
<b>Operating Supplies</b>	196.29	350.00	350.00
<b>Telephone</b>	9.72	40.00	40.00
<b>Total Services and Supplies</b>	<u>7,801.28</u>	<u>10,818.00</u>	<u>15,727.00</u>
<b>Capital Outlay- Lights Upgrade</b>			<b>3,476.00</b>
<b>Total Expense</b>	<u>25,664.72</u>	<u>61,315.00</u>	<u>66,224.00</u>
<b>Net Ordinary Income</b>	<u>-5,481.55</u>	<u>0.00</u>	<u>0.00</u>
	<b>-5,481.55</b>	<b>0.00</b>	<b>0.00</b>

**City of Loyalton**  
**Profit & Loss Budget vs. Actual Fire**  
 July 1 through December 30, 2021

	<u>Jul 1 - Dec 30, 21</u>	<u>Budget</u>	<u>Revised</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Transfer In	10,000.00	10,000.00	10,000.00
Service Area Revenue- Fire Prot	0.00	40,800.00	40,800.00
<b>Interest Income</b>			
Interest Income - Other	68.20	120.00	120.00
<b>Total Interest Income</b>	<u>68.20</u>	<u>120.00</u>	<u>120.00</u>
Miscellaneous Revenue - Other	1,275.00	0.00	0.00
<b>Total Miscellaneous Revenue</b>	<u>1,275.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Fire Fighting Revenue</b>			
Travel Fee/ Travel Admin	311.43	0.00	0.00
Fire Fighting Revenue-Admin	2,646.71	0.00	0.00
Fire Fighting Revenue-Engine Co	9,830.00	0.00	0.00
Fire Fighting Revenue-Personnel	23,546.42	0.00	0.00
Fire Fighting Revenue - Other	0.00	0.00	0.00
<b>Total Fire Fighting Revenue</b>	<u>36,334.56</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Income</b>	<u>47,677.76</u>	<u>50,920.00</u>	<u>50,920.00</u>
<b>Cost of Goods Sold</b>			
Cost of Goods Sold	0.00	0.00	0.00
<b>Total COGS</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Gross Profit</b>	47,677.76	50,920.00	50,920.00
<b>Expense</b>			
<b>Fire Fighting Expenses</b>			
Fire Fighting Wages	23,546.42	0.00	0.00
Fire Fighting Expenses - Other	3,066.03	0.00	0.00
<b>Total Fire Fighting Expenses</b>	<u>26,612.45</u>	<u>0.00</u>	<u>0.00</u>
<b>Small Tools &amp; Equipment</b>			
Safety Equipment	1,769.63	0.00	0.00
Small Tools & Equipment - Other	3,514.24	8,500.00	5,000.00
<b>Total Small Tools &amp; Equipment</b>	<u>5,283.87</u>	<u>8,500.00</u>	<u>5,000.00</u>
Repairs & Maintenance	463.23	3,500.00	3,500.00
Misappropriation & Fraud	0.00	0.00	0.00
Building Repairs	0.00	500.00	500.00
Bad Debt	0.00	0.00	0.00
Penalties & Interest	0.00	0.00	0.00
<b>Utilities</b>			
Security	0.00	0.00	0.00
Internet - Broadband	654.00	1,308.00	1,308.00
Propane	570.47	1,643.00	1,643.00
<b>Electric</b>			
Electric - Other	2,361.13	4,457.00	4,457.00
<b>Total Electric</b>	<u>2,361.13</u>	<u>4,457.00</u>	<u>4,457.00</u>

**City of Loyalton**  
**Profit & Loss Budget vs. Actual Fire**  
 July 1 through December 30, 2021

	<u>Jul 1 - Dec 30, 21</u>	<u>Budget</u>	<u>Revised</u>
Garbage Disposal	173.14	371.00	371.00
Utilities - Other	0.00	0.00	0.00
<b>Total Utilities</b>	<u>3,758.74</u>	<u>7,779.00</u>	<u>7,779.00</u>
Janitorial	0.00	0.00	0.00
Equipment Repair & Maintenance	8,629.60	6,930.00	6,930.00
Reconciliation Discrepancies	0.00	0.00	0.00
<b>Taxes</b>			
Solid Waste Benefit Assessment	527.20	0.00	0.00
Property Tax	0.00	0.00	0.00
Taxes - Other	0.00	0.00	0.00
<b>Total Taxes</b>	<u>527.20</u>	<u>0.00</u>	<u>0.00</u>
<b>Salaries and Wages</b>			
Regular Wages	0.00	0.00	0.00
Part Time Wages	270.06	0.00	0.00
Temp Wages	0.00	0.00	0.00
Nationwide Employee	0.00	0.00	0.00
Payroll Tax Expense			
Payroll Tax Expense - Other	20.67	0.00	0.00
<b>Total Payroll Tax Expense</b>	<u>20.67</u>	<u>0.00</u>	<u>0.00</u>
Payroll Service Expense	0.00	0.00	0.00
Employee Comp Hours	0.00	0.00	0.00
Salaries and Wages - Other	0.00	0.00	0.00
<b>Total Salaries and Wages</b>	<u>290.73</u>	<u>0.00</u>	<u>0.00</u>
<b>Services and Supplies</b>			
Space Rental	0.00	0.00	0.00
Postage	12.15	35.00	35.00
purchase subject to sales tax	0.00	0.00	0.00
Advertising	0.00	200.00	200.00
<b>Automobile Expense</b>			
Fuel	1,157.27	3,724.00	3,724.00
Automobile Expense - Other	0.00	500.00	500.00
<b>Total Automobile Expense</b>	<u>1,157.27</u>	<u>4,224.00</u>	<u>4,224.00</u>
Bank Service Charges	0.00	0.00	0.00
<b>Contracted Services</b>			
Health/Drug Screening	0.00	1,560.00	1,560.00
Professional Fees	0.00	2,400.00	2,400.00
Legal Fees	0.00	500.00	500.00
Auditing Expense	0.00	1,850.00	1,850.00
Consulting	0.00	0.00	0.00
Accounting & Financial	0.00	280.00	280.00
<b>Total Contracted Services</b>	<u>0.00</u>	<u>6,590.00</u>	<u>6,590.00</u>
Dues and Subscriptions	0.00	202.00	202.00

**City of Loyaltan**  
**Profit & Loss Budget vs. Actual Fire**  
 July 1 through December 30, 2021

	<u>Jul 1 - Dec 30, 21</u>	<u>Budget</u>	<u>Revised</u>
Equipment Rental	0.00	0.00	0.00
<b>Insurance</b>			
<b>Workers Comp.</b>			
Prior Period Refund	0.00	0.00	0.00
Workers Comp. - Other	1,409.06	2,550.00	2,550.00
<b>Total Workers Comp.</b>	<u>1,409.06</u>	<u>2,550.00</u>	<u>2,551.00</u>
<b>Liability Insurance</b>			
Liability Insurance - Other	0.00	1,540.00	1,540.00
<b>Total Liability Insurance</b>	<u>0.00</u>	<u>1,540.00</u>	<u>2,818.00</u>
Property Insurance	2,860.40	1,000.00	5,721.00
Travel for SCORE	0.00	0.00	0.00
Insurance - Other	27.00	0.00	0.00
<b>Total Insurance</b>	<u>4,296.46</u>	<u>5,090.00</u>	<u>11,090.00</u>
Licenses and Permits	0.00	0.00	0.00
<b>Miscellaneous</b>			
Entertainment	0.00	0.00	0.00
Meals	60.10	500.00	500.00
Miscellaneous - Other	0.00	0.00	0.00
<b>Total Miscellaneous</b>	<u>60.10</u>	<u>500.00</u>	<u>500.00</u>
Office Expense	0.00	0.00	0.00
Repairs	0.00	0.00	0.00
Operating Supplies	848.46	2,600.00	1,700.00
Telephone	372.30	660.00	660.00
Training	0.00	1,410.00	1,410.00
Garbage	0.00	0.00	0.00
Travel	0.00	600.00	600.00
Services and Supplies - Other	0.00	0.00	0.00
<b>Total Services and Supplies</b>	<u>6,746.74</u>	<u>22,111.00</u>	<u>27,211.00</u>
Contingencies	0.00	0.00	0.00
Uncategorized Expenses	0.00	0.00	0.00
<b>Total Expense</b>	<u>52,312.56</u>	<u>49,320.00</u>	<u>50,920.00</u>
<b>Net Ordinary Income</b>	<u>-4,634.80</u>	<u>1,600.00</u>	<u>0.00</u>
<b>Capital Outlay</b>			15,536.20
<b>Total Capital Outlay</b>	<u>0.00</u>	<u>0.00</u>	<u>15,536.20</u>
<b>Total Other Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>15,536.20</u>
<b>Net Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>-15,536.20</u>
<b>Net Income</b>	<u><u>-4,634.80</u></u>	<u><u>1,600.00</u></u>	<u><u>-15,536.20</u></u>



# CITY OF LOYALTON

P.O. BOX 128  
LOYALTON, CA 96118  
530-993-6750

## APPLICATION FOR NEW WATER SERVICE

DATE OF APPLICATION 12-2-21 EFFECTIVE DATE: 5-31-2022  
(DATE TO TURN WATER ON OR OFF)

PURPOSE OF APPLICATION     NEW SERVICE                       CHANGE IN SERVICE  
 TEMPORARY SERVICE CONNECTION                       FIRE SERVICE

### CUSTOMER INFORMATION

#### CUSTOMER(s)

NAME(s): Sierra County Office of Ed / Sierra County Schools

SERVICE ADDRESS: 605 School Street Loyalton for Adults

MAILING ADDRESS: P.O. Box 955

CITY, STATE, ZIP: Loyalton CA 96118

HOME PHONE: 530-993-4923 DAY TIME PHONE: \_\_\_\_\_

EMERGENCY PHONE: \_\_\_\_\_ APN: \_\_\_\_\_

#### PROPERTY OWNER (If Different)

NAME(s): Sierra County Office of Ed (Nona Griesert)

MAILING ADDRESS: P.O. Box 955

CITY, STATE, ZIP: Loyalton CA 96118

HOME PHONE: \_\_\_\_\_ DAY TIME PHONE: 530-993-1660 x120

EMERGENCY PHONE: \_\_\_\_\_

*<sup>(1)</sup> If customer is NOT the owner of the property, the following section must be filled out by the property owner.*

I, James Berardi, give permission to the City of Loyalton to charge  
Property Owner (print)

\_\_\_\_\_ for the monthly water bill at the service address  
Renter

provided above. Furthermore, I understand if the renter fails to pay the bill, as determined by City records, I will be personally responsible to pay the outstanding balance as well as the associated late fees for the water service, including disconnection and reconnection of service fees, if imposed.

[Signature]  
Property Owner's Signature

**\*\* Application Fee of \$50 must be included. \*\***



**Customer Agreement**

Application for Service – The City of Loyalton, is hereby requested to furnish the Applicant water service and facilities. If necessary, backflow prevention device will be installed at the applicant's expense in accordance with SECTION 11, CONTROL OF BACKFLOW AND CROSS CONNECTIONS. The backflow prevention valve, including the enclosure and facilities leading there from shall be installed, owned, operated and maintained by the customer. It is understood that this application is made for service subject to the rates, charges, rules and regulations contained in the City of Loyalton's Water Ordinance.

James Berardi  
Customer (Print Name)

[Signature]  
Customer (Signature)

**SERVICE INFORMATION**

Type of Service Applied for (check the box that applies):

(1) SINGLE RESIDENTIAL \_\_\_\_\_ (2) MULTI-FAMILY \_\_\_\_\_ (Give number of Units)

(2) INDUSTRIAL \_\_\_\_\_ (2) COMMERCIAL \_\_\_\_\_ School Bldg add to existing service

Existing Service Only: Service Size: 2 inch Meter \_\_\_\_\_ inch

(1) All single family residents must provide the City with a plumbing fixture count per the Uniform Plumbing Code. Please fill out the attached form.

(2) Commercial or Industrial customers must provide the City with a floor plan that shows the location/ type of each plumbing fixture. In addition, the City reserves the right to have their representative / inspector examine each site to confirm the number of plumbing fixtures on the floor plan. Please fill out the attached form.

\*\*\*\*\*OFFICE USE ONLY BELOW THIS LINE\*\*\*\*\*

Fees Paid \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ Receipt No. \_\_\_\_\_ Rec'd By \_\_\_\_\_

Identification Verification \_\_\_\_\_ Is customer in City Limits? \_\_\_\_\_

Fixture Count from attached form \_\_\_\_\_

Number of EDU(s) \_\_\_\_\_ Connection Fee \_\_\_\_\_

Service Size \_\_\_\_\_ inches Meter Size \_\_\_\_\_ inches

**APPLICATION APPROVED**

\_\_\_\_\_  
Maintenance Superintendent

\_\_\_\_\_  
Date

**\*\* Application Fee of \$50 must be included. \*\***

## Water Supply Fixture Units (WSFU)

All Water Fixtures	Customer		To be Completed by the City of Loyalton	
	Qty	Fixture Units	Qty	Total
Lavatory / Bar Sink		1		
Bathub or Combination Bath/Shower		4		
Clotheswasher		4		
Dishwasher	2	1.5		
Drinking Fountain		.5		
Hose Bib	1	2.5		
Kitchen / Laundry Sink	7	1.5		
Lawn Sprinkler, each head		1		
Shower		2		
Urinal		4		
Toilet		2.5		
Other				
Other				
<b>Total</b>			19	

*\*Refer to the 1997 Uniform Plumbing Code for other Water Fixtures not shown*

**\*\* Application Fee of \$50 must be included. \*\***

# CITY OF LOYALTON

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



OFFICE OF THE MAYOR

## APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: Lauren Dee Jones  
(First) (Middle) (Last)

Address: PO BOX 1132 Loyalton, CA 96118 Telephone: 530-263-0950

Name of Business: Lauren Jones Behavioral Consultant

Nature of Business: Behavior consultation for Sierra Plumas United School District

State Contractors License No. \_\_\_\_\_ Resale License No: \_\_\_\_\_

Permanent Location of Business: 10 Hamlin Lane Loyalton, CA 96118  
Telephone: 530-263-0950

Is Business a Corporation or Partnership? Yes \_\_\_\_\_ No X

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

Annual Gross Receipts from Business \$ \_\_\_\_\_  
(The City needs this information to determine the tax due per quarter. See schedule below.)

1/11/2022 Lauren Jones Owner  
Date Signature Title

\*\*\*\*\*

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

\*\*\*\*\*

### TAXES (Section 5.04.220 of Loyalton Municipal Code)

All businesses having gross receipts of:

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

\* Please note that an additional \$4.00 fee will be added to the annual fee for the State ADA Fees

For official use only

Date Received: \_\_\_\_\_

Fee Received: \_\_\_\_\_

City Clerk: \_\_\_\_\_ Date approved: \_\_\_\_\_

License No. issued: \_\_\_\_\_