

# 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  
MAY 21, 2024  
NEXT ORDINANCE #425  
NEXT RESOLUTION NO. 3-2024**

**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 April 16, 2024 (Attachment)  
Special Meeting April 30, 2024 (Attachment)  
Special Meeting May 9, 2024 (Attachment)
7. **STAFF REPORTS/WRITTEN COMMUNICATIONS/UNFINISHED BUSINESS**
8. **TIMED ITEM 6:15 PRESENTATION OF THE ANNUAL RICHARD MEDER AWARD**
9. **TIMED ITEM 6:20 FOLCHI LOT LINE ADJUSTMENT**

**10. TIMED ITEM 6:30 PUBLIC HEARING FOR HOUSING ELEMENT UPDATE**

**11. 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**

**12. FIRE DEPARTMENT REPORT**

**13. FINANCIAL COMMITTEE REPORTS**

**1. Financial Committee Report/Update**

- Approval of Reconciled Accounts for February, March, and April 2024 (Attachment)
- Approval of Bill Sheet March 2024 and April 2024 (Attachment)
- Acknowledgment of Approval of Fund Transfer from General 1956 to Enterprise Loan MM 0559 not to exceed \$24,000. (Attachment)

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

**15. OTHER COMMITTEE REPORTS**

**16. DISCUSSION AND POSSIBLE ACTION ITEMS**

1. Discussion and Possible Action regarding Reaffirming our State of Emergency Water Distribution System.
2. Discussion and Possible Action regarding Town Hall Meeting on Water Distribution System.
3. Discussion and Possible Action regarding appointment(s) of Oversight Committee for Water infrastructure funding.
4. Discussion and Possible Action regarding adoption of Resolution 3-2024 Directing Repayment of Borrowed Funds from the Water and Sewer Funds to The General Fund.
5. Discussion and Possible Action regarding approval of Business License for Jacob Wheeler Super Shine Mobile Detailing.
6. Discussion and Possible Action regarding approval of Business License for Monica Howard Homemade Crafts.
7. Discussion and Possible Action regarding approval of Business License for Freedom Forever Residential Solar Installation.

17. **AGENDA INPUT FOR UPCOMING MEETINGS**

18. **BOARD MEMBER CLOSING REMARKS**

19. **ADJOURNMENT**

April 16<sup>th</sup>, 2024

## **REGULAR MEETING**

The Regular meeting of the Loyalton City Council was called to order by Mayor Riede on April 16<sup>th</sup>, 2024, at 6:00 p.m. Loyalton City Auditorium

**COUNCIL MEMBERS PRESENT** Mayor Riede, J. Markum, B. Mertton, S. McIlravy

**COUNCIL MEMBERS ABSENT**

## **STAFF PRESENT**

City Clerk- Kathy LeBlanc

## **GUESTS PRESENT**

M. Fisher, L. Horner, J. Bevins, T. Easley, C. Johnson, J. Herod, J. Buck, R. Belli, L. Belli, J. Cameron, R. DeMartini, P. Demartini, L. Garza, S. Jackson, D. Gaynor, L. McIntosh, N. Rogers

## **APPROVAL OF AGENDA**

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

## **ANNOUNCEMENTS**

Councilmember Markum gave an update on the progress of the Verizon Tower.

## **APPROVAL OF MINUTES**

1. It was moved by S. McIlravy, seconded by B. Mertton to approve the minutes of the Special Meeting on March 19, 2024. Motion carried.
2. It was moved by S, McIlravy, seconded by B. Mertton to approve the minutes of the Regular Meeting on March 19, 2024. Motion carried.
3. It was moved by S, McIlravy, seconded by B. Mertton to approve the minutes of the Special Meeting on March 28, 2024. Motion carried.

## **STAFF REPORTS/WRITTEN COMMUNICATIONS/UNFINISHED BUSINESS**

1. Mayor Riede announced that she will appoint Nancy Rogers as the member at large to the Local Transportation Committee.
2. Mayor Reide announced that she will appoint J. Markum as acting Vice-Mayor.
3. It was approved by consensus of the Council to order the Skimmer for the WWTP.
4. Lindsey McIntosh presented the Council with a new MOU for Musica Sierra. After a discussion this will be on the agenda for a Special Meeting on 4-30-24.

**TIMED ITEM:**

Sheriff Mike Fisher addressed the Council with an update on the Animal Control Contract with the Town of Truckee. After a discussion on the prices and new policy Sheriff Fisher will keep the council updated on the progress of the contract. Sheriff Fisher also gave a report on the status of the Sheriff's Department from 3-19-23 through 3-19-24 regarding calls within the City Limits including arrests that were made during that time.

**PUBLIC COMMENT**

1. Jan Buck inquired about the hole by the pool.

**FIRE DEPARTMENT REPORT**

Assistant Chief Martini reported the following: (1) 67 calls so far this year. (2) Report on upcoming training for the department. (3) Spaghetti Feed to be held on Saturday April 20<sup>th</sup>. (4) Would like to meet with the Finance Committee.

**FINANCIAL COMMITTEE REPORT/UPDATE**

Mayor Riede will be holding a Special Meeting on April 30, 2024.

1. After a brief discussion the reconciled accounts for February, March and April will be moved to the next agenda.
2. After a brief discussion it was moved by J. Markum, seconded by B. Mertton to approve the bill sheets for December 2023 not to exceed \$144,956.59, January 2024 not to exceed \$55,322.48 and February 2024 not to exceed \$60,017.42. Motion carried.

**ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS.**

1. It was moved by J. Markum, seconded by S. McIlravy to resume the fund transfer to Enterprise Loan MM 0559. Motion carried.

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

1. Mayor Riede gave a brief report on the status of the park.

**OTHER COMMITTEE REPORTS**

1. Councilmember McIlravy gave an update on getting the stripping done.

## DISCUSSION AND POSSIBLE ACTION ITEMS

1. Mayor Riede gave a brief update on the water distribution system, after a brief discussion It was moved by S. McIlravy, seconded by B. Mertton to reaffirm our State of Emergency Water Distribution System. Motion unanimously carried. (This item will be added to next agenda)
2. Councilmember Mertton gave a report on the monies from the appropriation bill for the City of Loylton. (This item will be added to the next agenda)
3. Mayor Riede gave a report on the status of the VanDamm/Belli project and future projects for the city. Councilmember Markum would like the ad-hock committee to recommend a project manager.
4. After a discussion it was moved by J. Markum, seconded by Bill Mertton to approve G. Price to begin work on the Housing Element. Roll Call: J. Markum-Aye, B. Mertton-Aye, S. McIlravy-No, Mayor Riede-Aye. Motion carried.
5. After a brief discussion it was moved by S. McIlravy, seconded by B. Mertton to approve the purchase of the influent pump for the WWTP. Roll Call: J. Markum-Aye, B. Mertton-Aye, S. McIlravy-Aye, Mayor-Aye. Motin carried.
6. After a brief discussion it was moved by S. McIlravy, seconded by J. Markum to approve the chart recorder for the WWTP not to exceed \$4000.00. Motion carried.
7. After a discussion it was moved by J. Markum, seconded by S. McIlravy to award the 10<sup>th</sup> Annual Richard Meder Award to Joe Dines and present appreciation awards to Jake Marsh and Wendy Bergstrom. Motion carried.

## INPUT FOR UPCOMING MEETINGS

1. Finance Meeting
2. Reconciliation of bank accounts for February, March, and April 2024

## CLOSING REMARKS

Meeting Adjourned

APPROVED: \_\_\_\_\_  
Mayor Darlene Riede

ATTEST: \_\_\_\_\_

Kathy LeBlanc, City Clerk

April 30<sup>th</sup>, 2024

### **SPECIAL MEETING**

The special meeting of the Loyalton City Council was called to order by Mayor Riede on April 30, 2024 at 4:30 p.m.

### **COUNCIL MEMBERS PRESENT**

Mayor D. Riede, B. Mertton, J. Markum, S. McIlravy

### **COUNCIL MEMBERS ABSENT:**

**STAFF PRESENT:** City Clerk-Kathy LeBlanc

**GUESTS PRESENT:** J. McHenry, J. Buck, L. Belli, R. Belli, J. Cameron, L. Horner, O. McIntosh, R. DeMartini, P. DeMartini, L. Garza, J. Howard, B. Feeny, W. Bergstrom

### **APPROVAL OF AGENDA**

It was moved by S. McIlravy, seconded by B. Mertton to approve the agenda as presented. Motion carried.

### **ANNOUNCEMENTS**

1. Mayor Riede announced that a National Day of Prayer will be held on May 2, 2024 at Noon at the Loyalton Fire Department.
2. Councilmember Markum would like to order a plaque of appreciation for Doug McCoy

### **STAFF REPORTS**

1. Councilmember McIlravy inquired about the past utility bill that will go to the auditor to be placed on the property bill.
2. Councilmember McIlravy inquired about the transfer to the Cal-Trust Account.
3. Councilmember Mertton reported on the Van Daam/Belli project.
4. Councilmember McIlravy spoke on the project for the Old School Building prio to signing of the lease.
5. Councilmember Markum inquired about occupancy permit.

### **PUBLIC COMMENT**

1. P. DeMartini spoke on expanding the pavilion for a pickle ball court.

### **DISCUSSION AND POSSIBLE ACTION**

1. Councilmember Markum and Kelly Champion gave a report on the status of the City of Loyalton Finances.
2. Owen McIntosh addressed the Council on the lease for Musica of Sierra. The latest lease will be sent to the City Attorney for review, and a special meeting will be set for May 9<sup>th</sup>, 2024 to discuss.

3. It was moved by S. McIlravy, seconded by J. Markum to approve Business License for Sierra Valley Bar and Grill. Motion carried.

**AGENDA IMPUT FOR UPCOMMING MEETING**

**COUNCIL MEMBER CLOSING REMARKS**

**MEETING ADJOURNED**

**APPROVED:** \_\_\_\_\_  
**Mayor Darlene Riede**

**ATTEST:** \_\_\_\_\_  
**Kathy LeBlanc- City Clerk**

**DRAFT**

May 9<sup>th</sup>, 2024

### **SPECIAL MEETING**

The special meeting of the Loyalton City Council was called to order by Mayor Riede on May 9th, 2024, at 5:30 p.m.

### **COUNCIL MEMBERS PRESENT**

Mayor D. Riede, J. Markum, S. McIlravy

**COUNCIL MEMBERS ABSENT:** B. Mertton

**STAFF PRESENT:** City Clerk-Kathy LeBlanc

**GUESTS PRESENT:** L. Garza, J. Howard, J. Powers, L. Siqueido, J. Buck, L. Horner, N. Rogers, R. DeMartini, P. DeMartini, S. Jackson, O. McIntosh, J. Cameron, J. Gerow

### **APPROVAL OF AGENDA**

City Clerk Kathy LeBlanc informed the council that the agenda must be amended as the numbering of the items is incorrect. It was moved by J. Markum, seconded by S. McIlravy to approve the agenda as amended. Motion carried.

### **ANNOUNCEMENTS**

1. Councilmember Markum announced that the Loyalton Senior Center is looking for drivers.
2. Councilmember McIlravy announced that the Prop 218 taxes have been transferred to the Cal-Trust account.

### **STAFF REPORTS**

### **PUBLIC COMMENT**

1. L. Siqueido addressed the council on the Prop 68 project. He stated he has concerns regarding the possibility of flooding due to the runoff of water, he also has concerns about parking with the new project for Musica of Sierra. He stated that there is water leak by the Snack Shack and would like permission to fix it.

### **DISCUSSION AND POSSIBLE ACTION**

1. After a brief discussion, it was moved by Mayor Riede, seconded by S. McIlravy to appoint J. Markum as designated Real Property Negotiator for the Old School House for Musica Sierra.

### **CLOSED SESSION**

Mayor Riede adjourned the special meeting to go into closed session. Mayor Riede reconvened the meeting stating that the Loyalton City Council has approved the lease agreement with Musica Sierra.

**CONTINUATION OF DISCUSSION AND POSSIBLE ACTION**

2. It was moved by S. McIlravy, seconded by J. Markum to approve the lease for Musica Sierra. Roll Call: J. Markum-Aye, S. McIlravy-Aye, Mayor Riede-Aye. Motion carried.
3. S. Jackson addressed the council on forming a Citizen Oversight Committee for the appropriation monies. After a brief discussion it was moved by J. Markum, seconded by S. McIlravy to approve the forming of Citizens Oversight Committee. This will be added to the next agenda.
4. P. DeMartini presented the council with a proposal regarding the extension of the Pavilion for a pickle ball court. After a discussion it was moved by S. McIlravy, seconded by J. Markum, to approve the extension of the Pavilion.
5. Councilmember Markum gave a brief report regarding the progress of the Prop 68 project.

**AGENDA INPUT FOR UPCOMMING MEETING**

1. Citizen Oversight Committee

**COUNCIL MEMBER CLOSING REMARKS**

**MEETING ADJOURNED**

**APPROVED:** \_\_\_\_\_

**Mayor Darlene Riede**

**ATTEST:** \_\_\_\_\_

**Kathy LeBlanc- City Clerk**

# CITY OF LOYALTON

## CITY COUNCIL STAFF REPORT

MEETING OF: May 21, 2024

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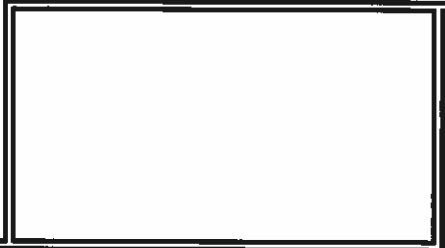
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**Subject:** Kimberley Ann Folchi and Timothy Earle Little, Co-Trusties for the Earle and Rosalie Trust, Lot Line Adjustment LLA 2024-01 Application for adjustments of four contiguous lots (changes to several lot lines) lots on the block of North Furst Street (southerly), West Third Stret (easterly), Beckwith Street (northerly) and West Fourth Street (westerly).

**From:** Gary Price, Contract Planner

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**Recommended Action:** Approved Lot Line Adjustment LLA 2024-01.

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### I. BACKGROUND

Kimberley Ann Folchi and Timothy Earle Little, Co-Trusties for the Earle and Rosalie Trust, are requesting approval of an adjustment of four contiguous lots showing changes in lot lines only with no new lots being created (refer to Attachment 1, current lots and Attachment 2, proposed or resultant lots). Lot lines are being adjusted to better reflect actual usage of respective properties. In summary the following describes the proposed changes as cross-referenced to Figure 1 below:

1. Parcel A-410 Fourth Street (southeast corner of West Fourth and Beckwith) Lot with existing house and shed in the back: Shift interior lot lines and expanding lot size from 0.29 to 0.33 acres.
2. Parcel B-402 Fourth Street (northeast corner of West Fourth and North First Street: Lot with existing commercial building. Shift rear lot line.
3. Parcel C-402 Fourth Street (interior lot east of Parcel B): Lot with existing parking lot. Shift interior lot lines.
4. Parcel D-405 Third Street (interior lot with house and shed in the back. Shifting interior lot lines.

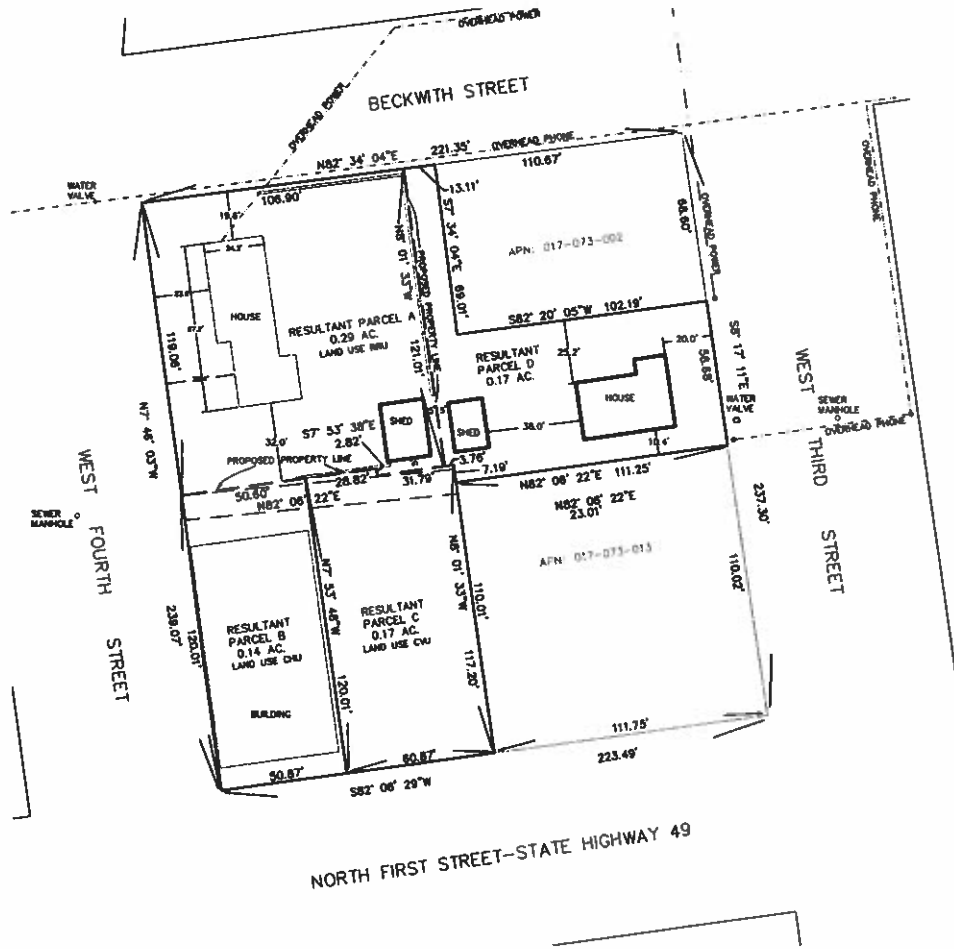
### II. City Review of Lot Line Adjustments

Based on discussions with the City Attorney, and previous Mayor, Sarah Jackson, staff concluded that the City has no regulations that specifically address lot line adjustment applications and has had to develop its own process for this review based on the State Subdivision Map Act. In accordance with the Act, a lot line adjustment is subject to City approval or denial (without conditions) if it complies with the General Plan and Zoning requirements (see California Government Code Section 66412...(d). In this case the City Council is requested to approve the proposed adjustment, similar to how it would approve

another entitlement, such as a parcel or tentative subdivision map (see attached excerpts from State Code).

Staff reached out to local Surveyor, Fred Nagel, to provide independent review of the proposed adjustment for conformity with industry requirements to make sure the new legal descriptions and technical aspects of the proposed adjustment were correct. Mr. Nagel spent many hours reviewing the mapping and descriptive information to help create a legally sustainable adjustment.

**Figure 1 (see Attachments to Report for Larger Map):**



### III. General Plan and Zoning Compliance

The upper portions of the project site (Lots A and D) are zoned R-2, Multiple-Family Residential and the lower, southerly portions are zoned C-1, Commercial. The General Plan designates these properties with consistent land use designations. Reviewing for compliance includes determining that minimum lot size, dimensions and building setbacks are met.

*Minimum Lot Size:* New lots meet these standards. There is no minimum lot size of minimum lot dimensions for the C-1 Zoned lots. The minimum lot size for Lot A, a corner lot is 7,000 square feet. Lot A is approximately 12,600 square feet. The minimum lot size for Lot D is 6,000 square feet. Lot D is approximately 7,400 square feet.

*Minimum Lot Dimensions:* There are no minimum lot dimension requirements in the C-1 Zone for existing situations. There are no minimum dimensions applied to existing situations.

*Maximum Lot Building Coverage:* New lots meet this standard. The maximum lot coverage in the C-1 Zone is 100 percent. For the R-2 zoned lots maximum coverage is 70 percent.

*Building Setbacks:* New lots meet these standards. C-1, has no building setbacks except where it abuts residential zones. In this case a minimum 5-foot building setback appears to be provided between the existing commercial building (if considered to be a side yard). All building setbacks are met with the adjustment in the upper R-2 zoned parcels with a minimum side yard setback for five feet. For Lot D, the existing shed is located within a few feet of the rear property line. Section 6-7-C-2 provides an exception to not require rear building setbacks for accessory buildings as long as they are located at least five feet from the side yard.

#### **IV. Environmental Review**

In accordance with Section 15305 of the California Environmental Quality Act (CEQA) Guidelines, the project is considered a minor alteration in land use limitations which applies to minor lot line adjustments, side yard, and set back variances not resulting in the creation of any new parcel.

#### **V. Action**

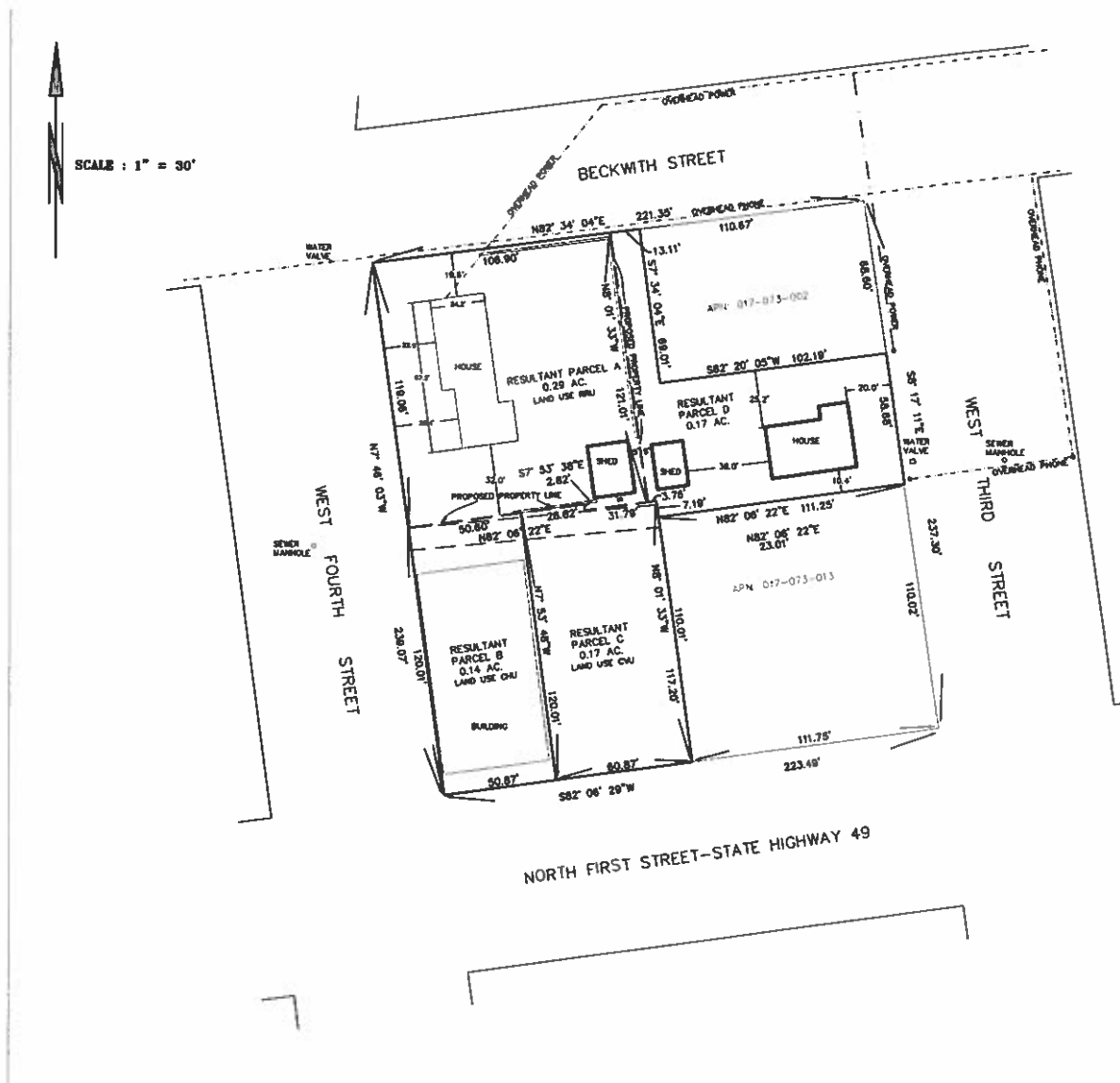
Based on State law, unless the proposed lot line adjustment is found to not be consistent with the General Plan or in conflict with the Zoning Code, the Council must approve the project. This action would be to (all in one motion):

1. Determine that the Lot Line Adjustment LLA 2024-01 is exempt from CEQA in accordance with Section 15305 of the California Environmental Quality Act (CEQA) Guidelines regarding minor alteration in land use limitations.
2. Approve Lot Line Adjustment LLA 2024-01.
3. Authorize the Mayor to sign appropriate documents for recording LLA.
4. Authorize the City Clerk to file and record appropriate documents for the LLA upon applicant's payment for all City costs associated with processing this project.

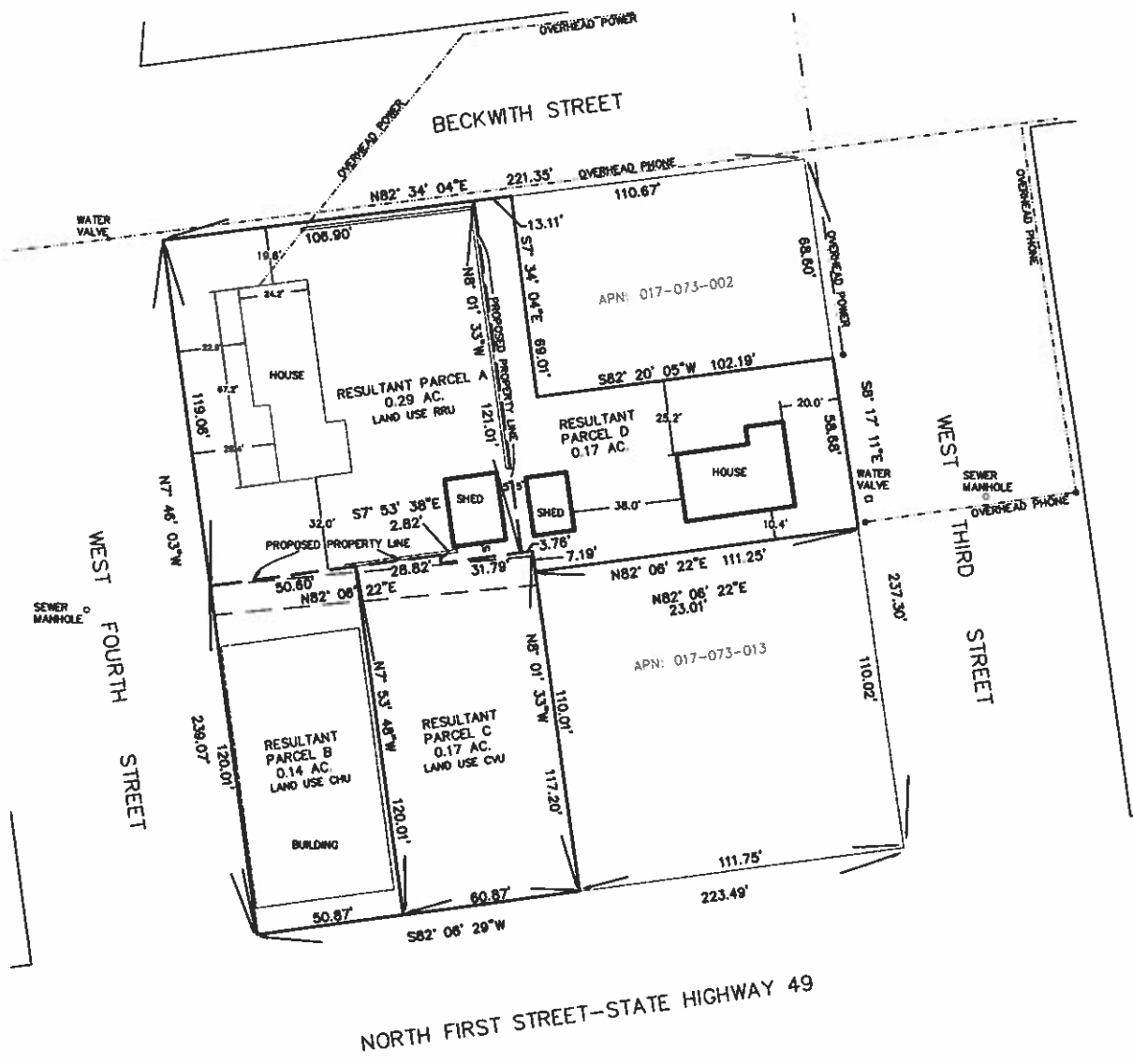
#### **Attachments:**

1. Map showing proposed lot line adjustment.
2. Map showing resultant lots.
3. Certificate for recordation
4. Excerpts from the State Subdivision Map Act
5. Excerpts from the Zoning Code

**Attachment 1**  
**LLA 2023-01 Map Showing Proposed Lot Line Adjustment**  
**Not to Scale**



**Attachment 2  
LLA 2023-02 Map Showing Resultant Lots  
Not to Scale**



**Attachment 3  
LLA 2024-01 Certificate**

RECORDING REQUESTED BY: )  
Kim Folchi )  
PO Box 97 )  
Loyalton, CA 96118 )  
AND WHEN RECORDED MAIL TO: )  
Sierra County Recorder )  
PO Box D )  
Downieville, CA 95936 )

**CERTIFICATE OF LOT LINE ADJUSTMENT/MERGER NO. 2024-001**

We, the undersigned, hereby certify that we are all of the parties having any record title interest in the hereinafter described parcels of real property, and do hereby consent to the creation of the hereinafter described parcels.

SEE ATTACHED EXHIBIT "A"

Record Owners:

Kimberly Ann Folchi and Timothy Earle Little, as Successor Co-Trustees of the Earle and Rosalie Little Trust, utd November 30, 2006

\_\_\_\_\_  
Kimberly Ann Folchi, Successor Co-Trustee                      \_\_\_\_\_  
Timothy Earle Little, Successor Co-Trustee

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California    )  
  )  
County of \_\_\_\_\_ )

On, \_\_\_\_\_ before me, \_\_\_\_\_  
Notary Public personally appeared, \_\_\_\_\_, who  
proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the Laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.  
Signature

\_\_\_\_\_ (seal)  
Page 1 of 4

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
 )  
County of \_\_\_\_\_ )

On, \_\_\_\_\_ before me, \_\_\_\_\_,  
Notary Public personally appeared, \_\_\_\_\_, who  
proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the Laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.  
Signature

\_\_\_\_\_ (seal)

I hereby certify that this Certificate of Lot Line Adjustment and attached legal descriptions were  
prepared by me or under my direct supervision and control.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Vernon H. Templeton, PLS 4647

I hereby certify that Lot Line Adjustment/Merger No. 2024-01 was approved by the Loyalton  
City Council on [DATE] and that all conditions of this approval have been met, and the  
recording of this Consent constitutes the adjustment of property lines into the described parcels in  
Exhibit "A".

By: \_\_\_\_\_ Date: \_\_\_\_\_

EXHIBIT "A"

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF LOYALTON, COUNTY OF SIERRA, STATE OF CALIFORNIA AND IS DESCRIBED AS FOLLOWS:

Resultant Parcel A:

Lots 2 and 3, Block 6, Old Town of Loyalton, as designated on the Official Plat of said Old Town of Loyalton on file in the Office of the Sierra County Recorder.

Excepting therefrom the East 3.76 feet.

Together therewith that portion of the alley lying South of said Lot 3 described as follows:

Beginning at a point on the South line of said Lot 3 distant thereon S 82°06'22" W 79.42 feet from the southwest corner of said Lot 3; thence continuing along said southerly line N 82°06'22" E 28.02 feet; thence leaving said line S 8°01'32" E 2.82 feet; thence S 82°06'22" W 28.02 feet; thence N 7°53'38" W 2.82 feet to the point of beginning.

Resultant Parcel B:

The West half of Lots 5 and 6, Block 6, Old Town of Loyalton, as designated on the Official Plat of said Old Town of Loyalton on file in the Office of the Sierra County Recorder.

Together therewith that portion of the alley in said Block 6 lying North of said West half of said Lot 5.

Resultant Parcel C:

The East half of Lots 5 and 6, Block 6, Old Town of Loyalton, as designated on the Official Plat of said Old Town of Loyalton on file in the Office of the Sierra County Recorder.

Together therewith that portion of the alley in said Block 6 lying North of said East half of said Lot 5 and the West half lying East of said Lots 5 and 6.

Excepting therefrom that portion of said alley lying South of Lot 3 in said Block 6 described as follows:

Beginning at a point on the South line of said Lot 3 distant thereon S 82°06'22" W 79.42 feet from the southwest corner of said Lot 3; thence continuing along said southerly line N 82°06'22" E 28.02 feet; thence leaving said line S 8°01'32" E 2.82 feet; thence S 82°06'22" W 28.02 feet; thence N 7°53'38" W 2.82 feet to the point of beginning.

Resultant Parcel D:

Lots 1 and 4, Block 6, Old Town of Loyalton, as designated on the Official Plat of said Old Town of Loyalton on file in the Office of the Sierra County Recorder.

Excepting therefrom beginning at a point on the easterly line of said Lot 4, located S 08°17'11" E 68.60 feet from the northeast corner of said Lot 1, Block 6, Old Town of Loyalton, as said lots are shown on the official "Record of Survey, a Portion of Section 13, T 21 N, R 15 E, MDM, City of Loyalton, Sierra County, California" made by Gerald C. Henderson in the year 1971, which map was filed in the Office of the Sierra County Recorder, June 26, 1972, in Book 4 of Maps and Surveys, at Page 7; thence from said point of beginning, N 08°17'11" W 68.60 feet to said northeast corner of Lot 1; thence along the northerly line of said Lot 1 S 82°36'49" W 101.33 feet; thence southeasterly in a direct line to a point located S 82°22'49" W 102.19 feet from the point of beginning; thence from said point located N 82°22'49" E 102.19 feet to the point of beginning.

Together therewith the East 3.76 feet of Lots 2 and 3 in said Block 6.

Also together therewith that portion of the alley lying South of said Lot 3 described as follows:

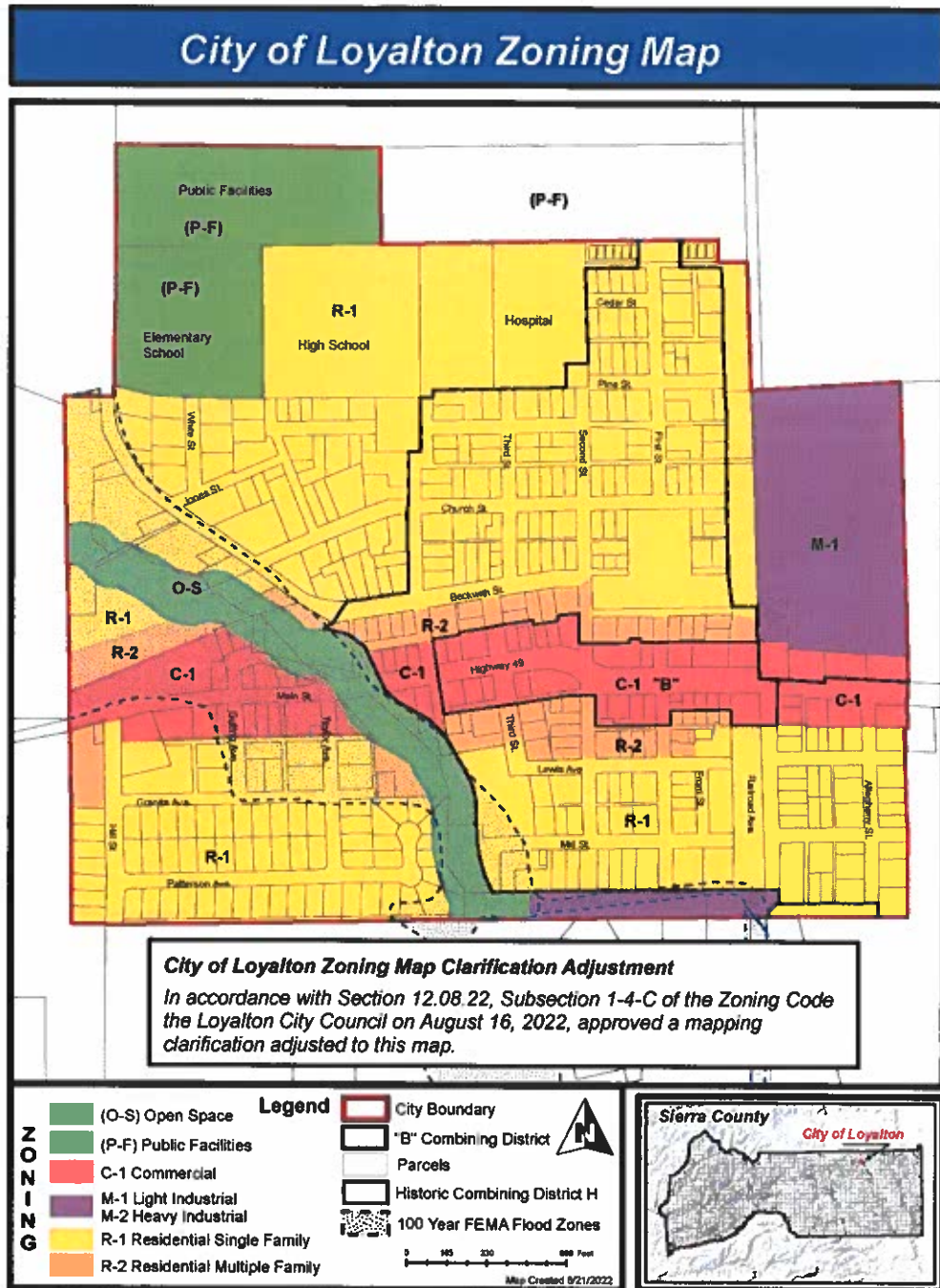
Beginning at a point on the South line of said Lot 3 distant thereon S 82°06'22" W 107.44 feet from the southwest corner of said Lot 3; thence continuing along said southerly line N 82°06'22" E 3.76 feet; thence leaving said line S 8°01'36" E 2.82 feet; thence S 82°06'22" W 3.76 feet; thence N 8°01'32" W 2.82 feet to the point of beginning.

**Attachment 4**  
**LLA 2024-01 Excerpts from Subdivision Map Act**

California Government Code Section 66412...(d) A lot line adjustment between four or fewer existing adjoining parcels, where the land taken from one parcel is added to an adjoining parcel, and where a greater number of parcels than originally existed is not thereby created, if the lot line adjustment is approved by the local agency, or advisory agency. A local agency or advisory agency shall limit its review and approval to a determination of whether or not the parcels resulting from the lot line adjustment will conform to the local general plan, any applicable specific plan, any applicable coastal plan, and zoning and building ordinances. An advisory agency or local agency shall not impose conditions or exactions on its approval of a lot line adjustment except to conform to the local general plan, any applicable specific plan, any applicable coastal plan, and zoning and building ordinances, to require the prepayment of real property taxes prior to the approval of the lot line adjustment, or to facilitate the relocation of existing utilities, infrastructure, or easements. No tentative map, parcel map, or final map shall be required as a condition to the approval of a lot line adjustment. The lot line adjustment shall be reflected in a deed, which shall be recorded. No record of survey shall be required for a lot line adjustment unless required by Section 8762 of the Business and Professions Code. A local agency shall approve or disapprove a lot line adjustment pursuant to the Permit Streamlining Act (Chapter 4.5 (commencing with Section 65920) of Division 1).

**Attachment 6  
LLA 2024-01 Excerpts from the Zoning Code**

**Zoning Map**



## 2-33. Building Setback

“Building setback” means the required minimum distance from a property line or edge of a road easement or property right-of-way to the closest point of any building.

## C-1 – COMMERCIAL ZONE DISTRICT

### 8-4 Minimum Yard Requirements

- A. Front yard. No front yard shall be required, except where the frontage in a block is partially in a residential district, in which case the front yard shall be the same as required in such residential district. Where a public street does not provide for a sidewalk within the right-of-way, a 10-foot setback shall be provided.
- B. Side yard. No side yard shall be required, except where the side yard of a lot abuts the side of a lot in a residential district, in which case the side yard shall be not less than 5 feet.
- C. Rear yard. No rear yard shall be required, except where the rear of a lot abuts a residential district, in which case the rear yard shall be not less than 20 feet.
- D. Accessory structures. The above-yard requirements shall apply.

## R-2 – MULTIPLE FAMILY RESIDENTIAL ZONE DISTRICT

### 6-5 Design Standards

**These objective design standards apply to new residential development subject to development review.**

New Residential development in the City of Loyaltown shall be in compliance with the following objective design standards:

- A. Minimum lot area: 6,000 square feet, and 7,000 square feet for corner lots, but not less than 2,000 square feet of lot area for 4 or less units; 2,500 square feet of lot area for 5 or more units.
- B. Minimum lot width: 60 feet and 70 feet for corner lots
- C. Maximum lot depth: 3 times lot width

#### 6-7.1 Setbacks (yards)

- A. Minimum yard requirements in the R-2 zone are as follows:
  - 1. Main building:

- a. Front: 20 feet
  - b. Rear: 15 feet or 25 feet if adjacent to an R-1 zone
  - c. Side: 5 feet or 15 feet if adjacent to an R-1 zone. Side setback on a corner lot facing the street shall not be less than 20 feet.
2. Accessory building (does not include accessory or junior accessory dwelling):
- a. Front: 35 feet
  - b. Rear: 15 feet, unless otherwise specified herein
  - c. Side: 5 feet, unless otherwise specified herein. Side setback on a corner lot facing a street shall not be less than 20 feet.
- B. Special yards for dwelling groups. The distance between separate buildings of a dwelling group shall be not less than 12 feet. The distance between the front of any dwelling unit in the group and any side lot line shall be not less than 15 feet.
- C. Exceptions to the minimum yards established above follow:
1. Cornices, eaves, canopies, bay windows, chimneys and similar architectural features may extend a maximum of 2.5 feet into such yards. Uncovered porches or stairways, fire escapes or landings may extend a maximum of 6 feet into front or rear yards and 3 feet into side yards.
  2. Detached accessory buildings shall not be located within 5 feet of any main building, nor within 5 feet of a side lot line, nor encroach on any easement. Accessory buildings attached to main buildings shall be structurally a part thereof and shall comply with main building yard requirements.
  3. The rear setback for a detached garage that meets the following requirements shall be as detailed in this Chapter:
    - a. The height shall not exceed 15 feet.
    - b. The roof pitch and construction materials of the garage shall match that of the dwelling unit.
    - c. The garage walls shall be parallel and/or perpendicular to the property lines. Any garage wall which is both parallel to and within 20 feet from the property line(s) shall be approved by the City building official.

4. Where more than one-half of the block is occupied with buildings, the required front yard may be reduced to the average of those of the improved sites, but in no case shall be less than 12 feet.

If any building is so located on a lot that the front or rear thereof faces any side lot line, it shall be at least 20 feet from such side lot line.

6-8 Lot Coverage

- A. Maximum building coverage: 70%

## **CITY OF LOYALTON PUBLIC HEARING NOTICE**

**NOTICE IS HEREBY GIVEN** that the City of Loyalton will hold a public meeting workshop on Tuesday, May 21, 2024, at 6:00 p.m. or as soon as the item can be heard from the meeting agenda, at the Loyalton City Hall Auditorium, located at 605 School Street, Loyalton, CA, to review updating the General Plan Housing Element described in more detail as follows: .

The City of Loyalton is in the process of updating their General Plan Housing Element; a State required policy document describing existing housing conditions, a review of resources available to facilitate new housing construction and a strategy that addresses goals, policies and programs for the City's housing needs.

The public is invited and encouraged to attend the workshop and provide input regarding community development and housing needs for the next update period (2024-2029). This will be the first workshop on the subject and will focus reviewing the current 2019-24 Housing Element and future housing needs for the next five years to help prepare for the update. The current Housing Element document can be reviewed at:

<https://www.cityofloyalton.org/housing-element.html>

All interested persons are invited to present testimony on the matter at the meeting, and/or submit written comments prior to the meeting. Copies of the draft document are available for purchase or review at City Hall at 605 School Street, Loyalton, CA. Additional information may be obtained regarding this matter and you may also request an electronic version of the document by contacting City Clerk, Kathy Leblanc, at (530) 993-6750 or by e-mail at [ofclerk-cityofloyalton@psln.com](mailto:ofclerk-cityofloyalton@psln.com)

The City of Loyalton does not discriminate in housing or employment on the basis of race, religion, sex, age, national origin, or disability. The location of the public hearing is fully accessible to mobility-impaired individuals.

In compliance with the Americans with Disabilities Act, the City of Loyalton encourages those with disabilities to participate fully in the public hearing process. If you require special accommodations in order for you to attend or participate in this public meeting process, please contact the City Clerk at (530) 993-6750 or by e-mail at [ofclerk-cityofloyalton@psln.com](mailto:ofclerk-cityofloyalton@psln.com) well in advance of the public hearing so that we may make every reasonable effort to accommodate you.

POSTED: May 1, 2024  
By: Kathy LeBlanc, City Clerk

**CIUDAD DE LOYALTON  
AVISO DE AUDIENCIA PÚBLICA**

**POR EL PRESENTE SE NOTIFICA** que la ciudad de Loyalton llevará a cabo un taller de reunión pública el martes 21 de mayo de 2024 a las 6:00 p. m. o tan pronto como el tema pueda ser escuchado en la agenda de la reunión, en el Auditorio del Ayuntamiento de Loyalton, ubicado en 605 School Street, Loyalton, CA, para revisar la actualización del Elemento de Vivienda del Plan General que se describe con más detalle a continuación: .

La Ciudad de Loyalton está en el proceso de actualizar su Elemento de Vivienda del Plan General; un documento de política requerido por el Estado que describe las condiciones de vivienda existentes, una revisión de los recursos disponibles para facilitar la construcción de nuevas viviendas y una estrategia que aborda objetivos, políticas y programas para las necesidades de vivienda de la Ciudad.

Se invita y alienta al público a asistir al taller y brindar comentarios sobre el desarrollo comunitario y las necesidades de vivienda para el próximo período de actualización (2024-2029). Este será el primer taller sobre el tema y se centrará en revisar el Elemento de Vivienda actual 2019-24 y las necesidades de vivienda futuras para los próximos cinco años para ayudar a prepararse para la actualización. El documento actual del Elemento de Vivienda se puede revisar en:

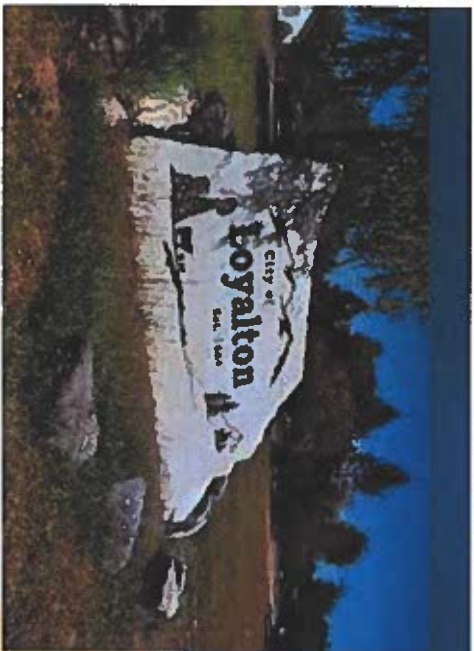
<https://www.cityofloyalton.org/housing-element.html>

Se invita a todas las personas interesadas a presentar testimonio sobre el asunto en la reunión y/o presentar comentarios por escrito antes de la reunión. Copias del borrador del documento están disponibles para su compra o revisión en el Ayuntamiento en 605 School Street, Loyalton, CA. Se puede obtener información adicional sobre este asunto y también puede solicitar una versión electrónica del documento comunicándose con la Secretaria Municipal, Kathy Leblanc, al (530) 993-6750 o por correo electrónico a [ofclerk-cityofloyalton@psln.com](mailto:ofclerk-cityofloyalton@psln.com).

La ciudad de Loyalton no discrimina en vivienda o empleo por motivos de raza, religión, sexo, edad, origen nacional o discapacidad. El lugar de la audiencia pública es totalmente accesible para las personas con problemas de movilidad. De conformidad con la Ley de Estadounidenses con Discapacidades, la Ciudad de Loyalton alienta a las personas con discapacidades a participar plenamente en el proceso de audiencia pública. Si necesita adaptaciones especiales para poder asistir o participar en este proceso de reunión pública, comuníquese con la Secretaria Municipal al (530) 993-6750 o por correo electrónico a [ofclerk-cityofloyalton@psln.com](mailto:ofclerk-cityofloyalton@psln.com) mucho antes de la audiencia pública. para que podamos hacer todos los esfuerzos razonables para complacerlo.

**PUBLICADO: 10 de mayo de 2024**

Por: Kathy LeBlanc, Secretaria Municipal



**CITY OF**

**LOYALTON**

**2024-29 HOUSING ELEMENT UPDATE**  
**Community Workshop**  
May 21, 2024

# INTRODUCTIONS

## PRESENTATION

HOUSING ELEMENT OVERVIEW

HOUSING ELEMENT CONTENTS

PRELIMINARY FINDINGS

REGIONAL HOUSING NEEDS ALLOCATION

FURTHERING FAIR HOUSING

POLICIES, PROGRAMS, AND OPPORTUNITIES

PROCESS AND SCHEDULE

QUESTIONS, ANSWERS, AND DISCUSS

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# HOUSING ELEMENT OVERVIEW

- One of the seven mandatory elements of the General Plan
- 5-year timeframe (2024-2029)
- Review by California Department of Housing and Community Development (HCD)
- Plan to meet the existing and projected housing needs of all economic segments of the community
- Eligibility for CDBG and other grants
- Avoids Penalties from State



# HOUSING ELEMENT CONTENTS

## Background Report

- **Housing Needs Assessment**
  - Existing Needs
  - Special Housing Needs
  - Projected Needs (2024-29)
- **Residential Sites Inventory and Analysis**
- **Analysis of Constraints on Housing**
  - Governmental
  - Non-Governmental
- **Evaluation of Existing Policies/Programs**
- **Affirmatively Furthering Fair Housing Review**



# HOUSING ELEMENT CONTENTS

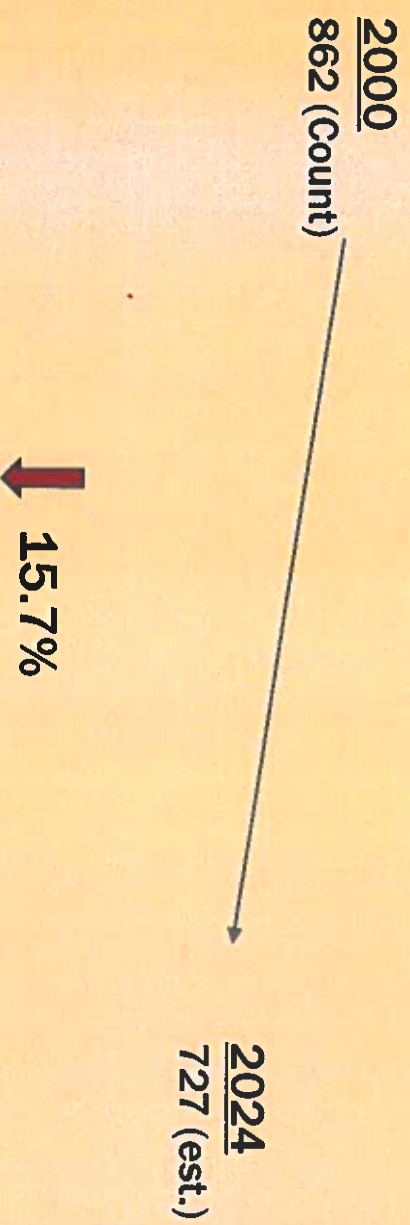
## Policy Document

- **Goals, Policies, Programs, and Quantified Objectives**
  - Adequate vacant residential sites
  - Capacity to support housing; water/sewer
  - Assist in development of affordable housing
  - Remove governmental constraints
  - Preserve existing affordable housing
  - Promote equal housing opportunities



# REGIONAL HOUSING NEEDS ALLOCATION

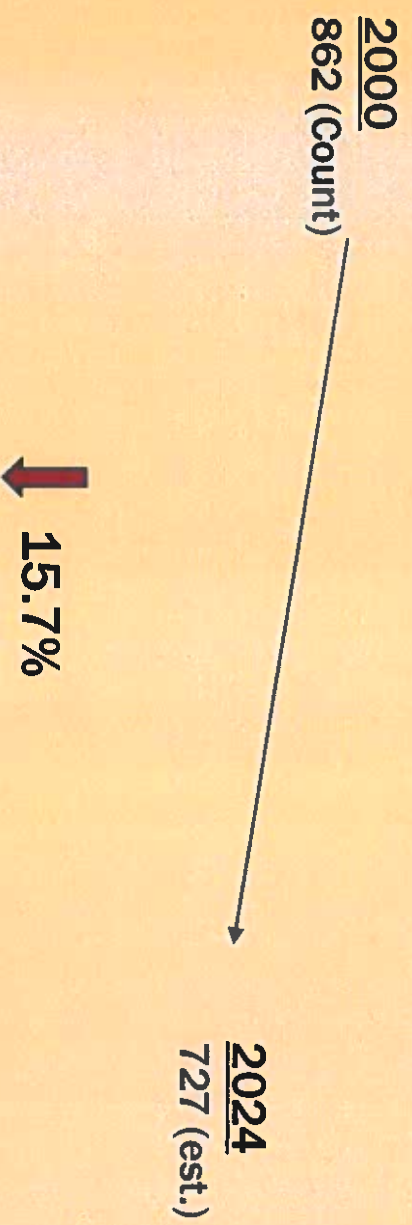
## Loyalton Population



(Source: 2000 Census and CA Dept. of Finance Demographic Research Unit, Report E-1)

# REGIONAL HOUSING NEEDS ALLOCATION

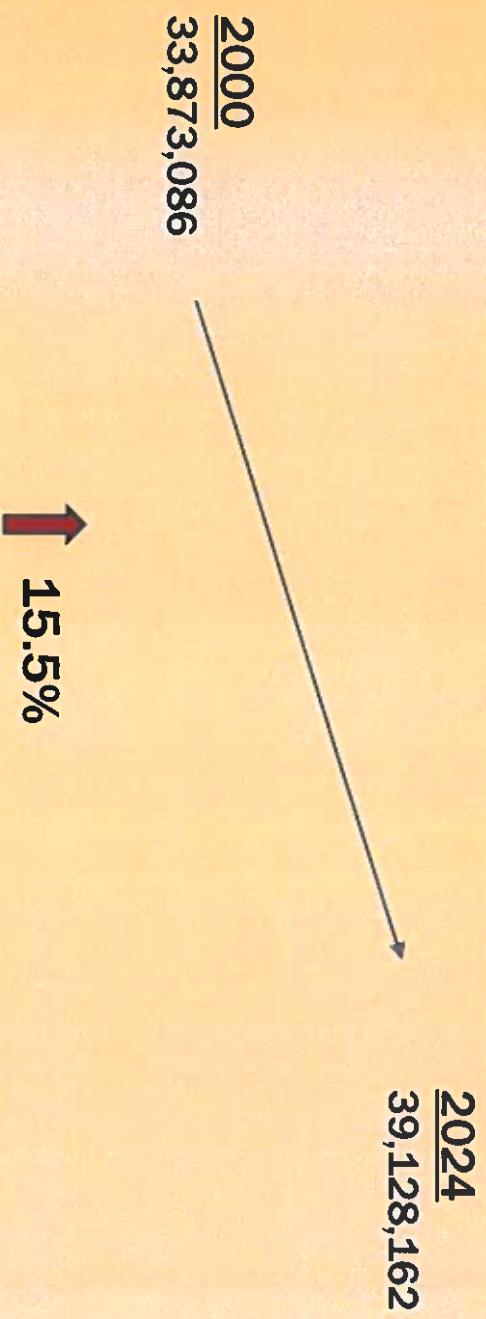
## Loyalton Population



(Source: 2000 Census and CA Dept. of Finance Demographic Research Unit, Report E-1)

# REGIONAL HOUSING NEEDS ALLOCATION

State of California Population

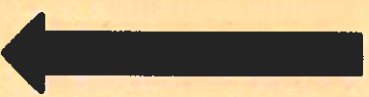


(Source: CA Dept. of Finance Demographic Research Unit, Report E-1)

# REGIONAL HOUSING NEEDS ALLOCATION

California

(Housing and Community Development)



Sierra  
County

Loyalton

# REGIONAL HOUSING NEEDS ALLOCATION

State law requires HCD to determine total regional housing needs.

Loyalton's 2024-29 allocation is two (2) dwelling units; one low income and one very-low-income unit. Sierra County's is the same number.

Jurisdiction	Very-Low	Low	Moderate	Above-Moderate	Total
Sierra County Region Total	2	2	0	0	4
City of Loyalton	1	1	0	0	2
Unincorporated Sierra County	1	1	0	0	2

# REGIONAL HOUSING NEEDS ALLOCATION

**The City needs to demonstrate that it has sufficient zoned land to accommodate two (2) new housing units. The current Housing Element indicates that there is sufficient capacity to provide over 80 new housing units, some of which are considered in the low- and lower-income categories.**

# REGIONAL HOUSING NEEDS ALLOCATION

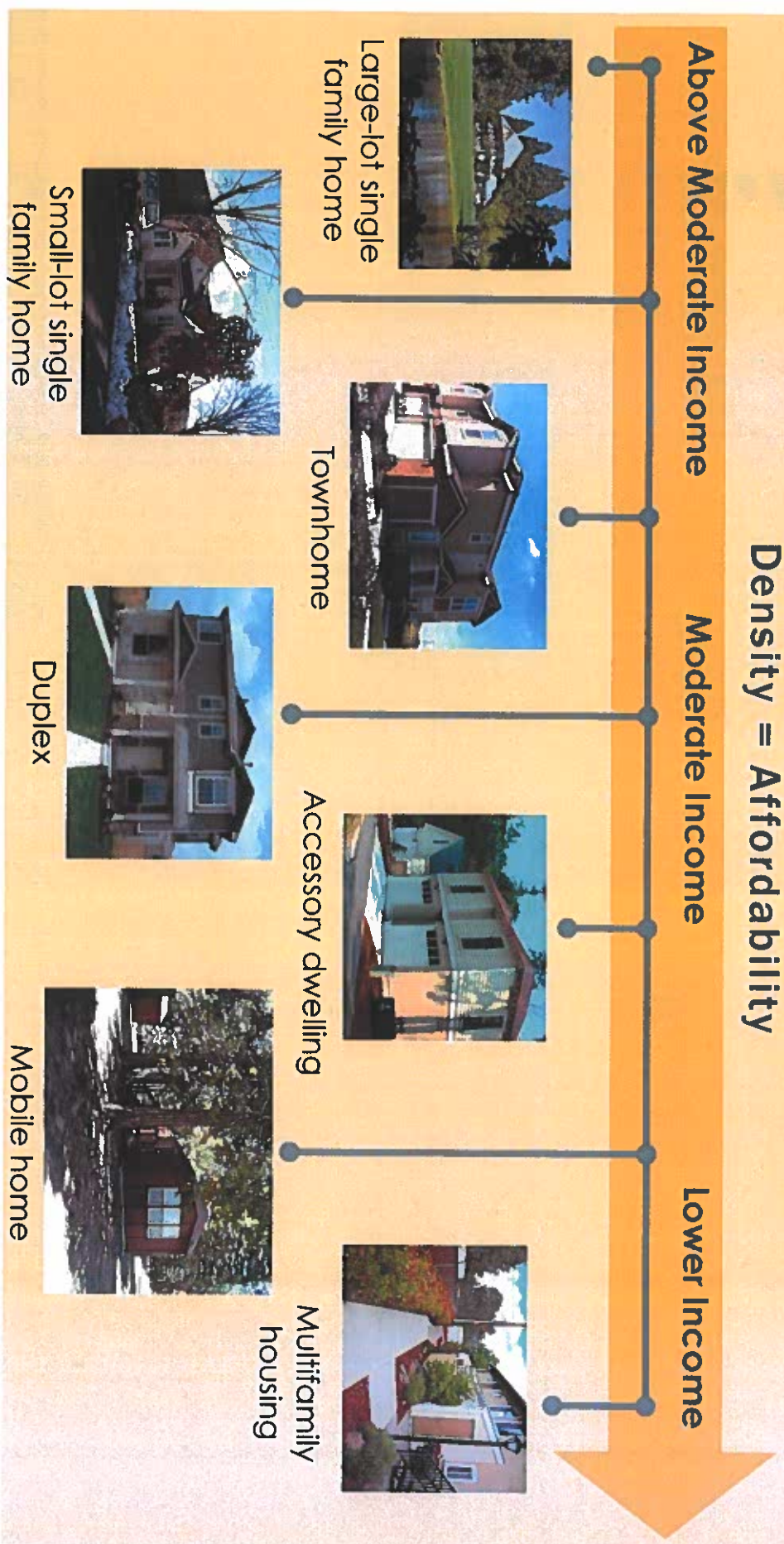
Loyalton Regional Housing Needs Allocation		
Income Group	Number of Units (2019-24)	Number of Units (2024-29)
Very Low-	1	1
Low-	1	1
Moderate-	0	0
Above Moderate-	2	0
<b>Total</b>	<b>4</b>	<b>2</b>

*For Loyalton. Does not include Sierra County*

*Source(s): CA HCD 2024.*

# HOUSING TYPES AND AFFORDABILITY

Housing Element basic assumption:  
Density = Affordability



# RESIDENTIAL CAPACITY

## ESTIMATED RESIDENTIAL CAPACITY COMPARED TO RHNA BY INCOME

Loyalton  
2022

	Lower Income Units	Moderate Income Units	Above Moderate Income Units	Total Units
2024-29 RHNA	2	0	0	<b>2</b>
Residential Capacity <sup>1</sup>	36	40	13	90
Surplus Capacity <sup>2</sup>	34	40	13	88

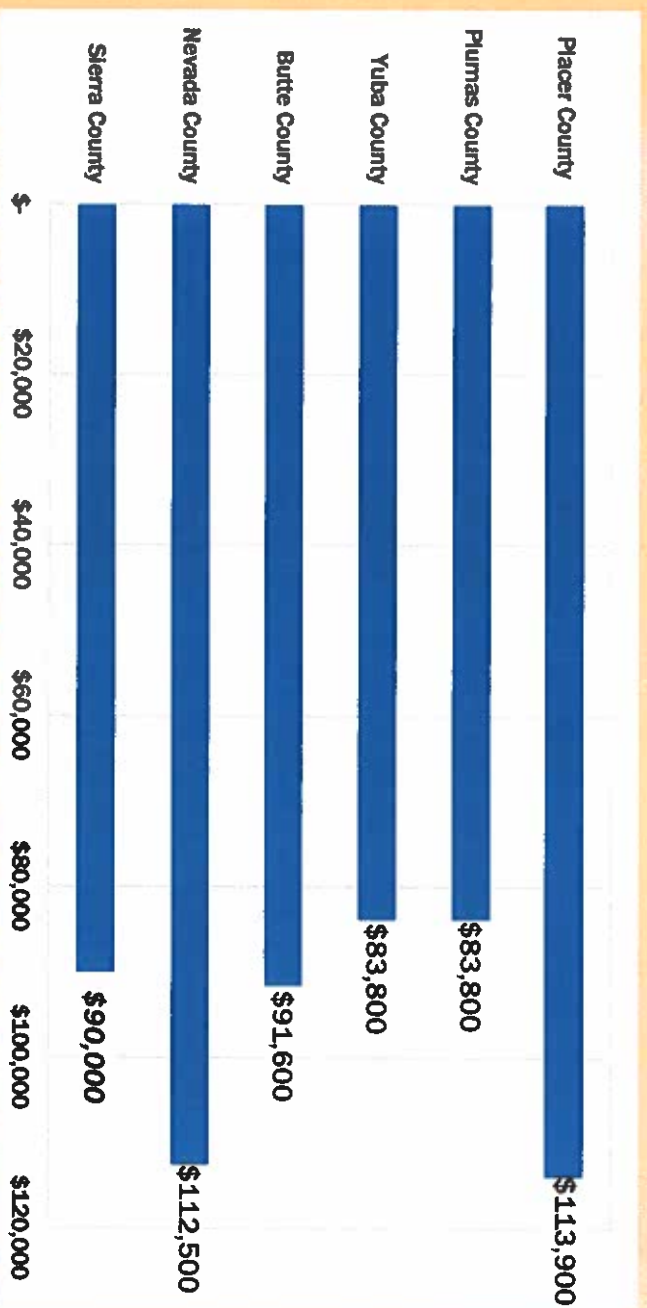
<sup>1</sup>Preliminary data based on 2019-2024 inventory, HE Table 4-7; "Lower" to "Moderate" = 22 units in R-2 & RR-1/2; "Above Moderate" includes R-1 including "Above Moderate" isi 61 units.

<sup>2</sup>The surplus capacity is the difference between the residential capacity included in the sites inventory and the RHNA  
Source: HCD, 2019-2024 Draft Housing Element.



# PRELIMINARY FINDINGS

## Median Household Income Neighboring & Nearby Counties 2023



Source: HCD State Income Limits 2020; California Dept. of Finance; American Community Survey.

According to HCD's 2023 State Income Limits, the median household income for Sierra County (Loyalton) is \$90,000. When compared with California as a whole, the county's 2020 median household income is significantly less than the statewide median of \$109,200. In comparing nearby counties, Sierra County's median household income was lower than that of Butte, Placer and Nevada Counties, but greater than Yuba, and Plumas Counties.

# PRELIMINARY FINDINGS

Income data is defined using an Area Median Income (AMI), as classified by HCD into five income groups:

- **Extremely Low Income:** Less than 30 percent of AMI;
- **Very-Low Income:** 30 to 50 percent of AMI;
- **Low Income:** 51 to 80 percent of AMI;
- **Moderate Income:** 81 to 120 percent of AMI; and
- **Above-Moderate Income:** More than 120 percent of AMI.

# PRELIMINARY FINDINGS

## ABILITY TO PAY FOR HOUSING WORKFORCE INCOMES

- Warehousing and retail employees - \$40,177/yr
- School Bus Driver - \$48,450/yr
- Office assistance - \$42,961/yr
- Postal Services, Mail Carrier - \$53,290/yr
- Middle School Teacher - \$83,168/yr
- Police Officer - \$93,013/yr

Source: California Employment Development Department, 1<sup>st</sup> Quarter, 2023 for Sierra County (part of North Valley-Northern Mountains Region)

# PRELIMINARY FINDINGS

## ABILITY TO PAY FOR HOUSING

- **Very Low Income Household (50% of Median Income): \$45,000**
  - Monthly Rent = \$1,123
  - Max. Purchase Price = \$124,400
- **Low Income Household (80% of Median Income): \$72,000**
  - Monthly Rent = \$1,800
  - Max. Purchase Price = \$332,500
- **Moderate Income Household (120% of Median Income): \$108,000**
  - Monthly Rent = \$2,520
  - Max. Purchase Price = \$299,400

**Median Household Income: \$90,000**

All calculations assume a 4-person household.

“Affordability” assumes 30% of income is spent on housing

# PRELIMINARY FINDINGS

## ABILITY TO PAY FOR HOUSING

- **Very Low Income Household (50% of Median Income): \$45,000**
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- **Moderate Income Household (120% of Median Income): \$108,000**
  - Monthly Rent = \$2,520
  - Max. Purchase Price = \$299,400

**Median Home Value (Zillow, 2023): \$341,729**

**Median Contract Rent (ACS, 2021): \$978**

# PRELIMINARY FINDINGS ABILITY TO PAY FOR HOUSING

*Households are considered to be “overpaying” for housing if payment (rent or mortgage) is > 30% of household income.*

# PRELIMINARY FINDINGS

## ABILITY TO PAY FOR HOUSING

*Households are considered to be “overpaying” for housing if payment (rent or mortgage) is > 30% of household income.*

**“According to data from HUD in 2021 an estimated 89 households in Loyaltown County (26 percent) were overpaying for housing. Further, 60 households are experiencing a cost burden greater than 50 percent (17 percent). These figures would indicate that there is a lack of low-income housing available.”**

**- Source: 2015-2023 CHAS-HUD**

# PRELIMINARY FINDINGS

## REGIONAL HOUSING NEEDS ALLOCATION

RHNA for the Loyalton  
By Income Category, 2019-2024

Income Category	Number of Housing Units	Household Income Limit (4-person Household) 2020
Very Low Income (<50% of Median Income)	1	\$40,250
Low Income (51-80% of Median Income)	1	\$64,400
Moderate Income (81-120% of Median Income)	0	\$96,600
Above Moderate Income (>120% of Median Income)	2	> \$96,600
<b>TOTAL</b>	<b>4</b>	<b>-</b>

Source: California Department of Housing and Community Development

# FURTHERING FAIR HOUSING

## What is Fair Housing?

The federal Fair Housing Act prohibits discrimination in housing on the basis of:

- Race or color
- National origin
- Religion
- Sex
- Familial status (families with children)
- Disability

# FURTHERING FAIR HOUSING

The Following Activities are Illegal Under the Federal Fair Housing Law if These Activities Discriminate:

- Refuse to rent or sell housing
- Refuse to negotiate for housing
- Make housing unavailable
- Set different terms, conditions, or privileges for sale or rental
- Provide different housing services or facilities
- Falsely deny that housing is available for inspection, sale or rental
- For profit, persuade owners to sell or rent (blockbusting)

# FURTHERING FAIR HOUSING

- Deny any access to or membership in a facility or service (such as a multiple listing service) related to the sale of housing
- Refuse to make reasonable accommodations in rules or services if necessary for a disabled person to use the housing
- Refuse to allow a disabled person to make reasonable accommodations to his/her/them dwelling
- Threaten or interfere with anyone making a fair housing complaint
- Refuse to provide municipal services, property insurance or hazard insurance for dwellings, or providing such services or insurance differently

# FURTHERING FAIR HOUSING

## What is Furthering Fair Housing?

- **Assembly Bill 686, also known as the Affirmatively Furthering Fair Housing (AFFH) Act, mandates that state and local agencies proactively address Fair Housing.**
- **Housing Element law now requires all Housing Elements submitted after January 1, 2021, to include an Assessment of Fair Housing. Agencies are required to ensure that their policies and programs actively promote fair housing while refraining from any actions that undermine this objective.**

# FURTHERING FAIR HOUSING

## What are the City's Responsibilities for Fair Housing Law?

- The City takes in and provides assistance in complaints to fair housing complaints.
- The City can take direct action, such as code enforcement such as bringing a rental unit up to proper public health and safety standards.
- Serving as the liaison between providers and partners, the City can refer complaints to others such as:

HUD (Department of Housing and Urban Development) San Francisco Regional Office DFEH (California Department of Fair Employment and Housing)

California Rural Legal Assistance

# POLICIES AND PROGRAMS

- **Review and revise past policies for progress and effectiveness**
- **Develop Housing Program to meet Housing Goal(s)**
- **Develop (or revise as necessary) Policies and Implementation Measures**
- **Implement new legislative mandates....**

# TYPES OF HOUSING PROGRAMS

- **Zoning Code and General Plan Amendments**
- **Development Procedures and Fees**
- **Code Enforcement and Policing**
- **Public Information**
- **Partnerships with Local and Regional Agencies and Private Sector**
- **Pursue Grant Funding...**

# Grant Opportunities

## HCD PRIORITY POLICY AREAS

- **Rezone to Permit By-right:** Rezoning for significant additional housing capacity without or with lesser discretionary review or establishing zoning to permit residential development by-right, particularly multifamily
- **Objective Design and Development Standards:** Developing objective design standards or pre-approved site and architectural plans that facilitate non-discretionary permitting.
- **Specific Plans or Form-based Codes Coupled with CEQA Streamlining:** Designating and rezoning for additional housing or form codes that include zoning and development standards that can be used to streamline future housing projects and facilitate affordability.
- **Accessory Dwelling Units or Other Innovative Building Strategies:** Encouraging Accessory Dwelling Units (ADUs) and other innovative building types through outreach, fee waivers, pre-approved plans, website zoning clearance assistance, and other homeowner tools or finance tools. Also, establishing other approaches to intensify existing lower-density residential areas and “missing middle” typologies to encourage significantly more residential development (e.g., duplexes, triplexes) in lower-density residential areas.
- **Expedited Processing:** Speeding up approvals and permit processing, including instituting programs that streamline or consolidate the review process or create a separate process for expedited review of housing projects.
- **Housing Related Infrastructure Financing and Fee Reduction Strategies:** Developing and implementing approaches to local, regional, or sub-regional housing-related infrastructure financing. Creating plans and programs to finance and increase infrastructure with accompanying enhanced housing capacity, such as enhanced infrastructure financing districts. Fee reduction and rationalization approaches, such as reassessing fees to adhere to best practices in reducing costs, deferrals, sliding scales, or proportionate impacts fees (e.g., ADUs, transit-oriented and infill development, special needs housing), or fee transparency measures including publicly available fee calculators.

# PROCESS AND SCHEDULE

Milestone	Schedule
Public Review Draft Housing Element	July 2024 (30 day public review)
HCD Review & Comment	August 2024 (90+ days review)
City Council	November 2024 (Adoption)
HCD Certification	January 2025



# QUESTIONS, ANSWERS, AND DISCUSSION

# DISCUSSION

- **What are the issues you would like to see addressed in Sierra County's Housing Element?**
- **What are the unmet housing needs in Sierra County?**
- **What are the barriers to meeting housing needs?**
- **What can the City do to address these issues and barriers?**

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500  
Sacramento, CA 95833  
(916) 263-2911 / FAX (916) 263-7453  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



June 2, 2023

Tim H. Beals, Director  
Planning and Building Department  
County of Sierra  
101 Courthouse Square  
PO Box 530  
Downieville, CA 95936

Dear Tim H. Beals:

**RE: Final Regional Housing Need Determination and Plan**

This letter provides Sierra County its final Regional Housing Need Determination and final Allocation Plan. Pursuant to state housing element law (Government Code section 65584, et seq.), the Department of Housing and Community Development (HCD) is required to provide the determination of the region's existing and projected housing need and a final Regional Housing Need Allocation (RHNA) plan to countywide regions not represented by a council of governments (COGs). In assessing Sierra County's regional housing need, HCD consulted with local government staff and Doug Kuczynski and Walter Schwarm of the California Department of Finance (DOF) Demographic Research Unit.

Attachment 1 displays the minimum regional housing need determination of 4 total units among four income categories. Attachment 2 explains the methodology applied pursuant to Government Code section 65584.01. In determining the region's housing need, HCD considered all the information specified in state housing law (Gov. Code section 65584.01(c)). Attachment 3 displays HCD's methodology and final RHNA Plan for the region, for the *projection* period beginning June 30, 2024 and ending June 30, 2029. In determining the final allocation plan, HCD issued a draft allocation plan on February 13, 2023 and followed steps described in Government Code section 65584.06.

Government Code section 65588(e)(6) specifies the RHNA projection period begins December 31 or June 30, whichever date most closely preceded the previous projection period end date. The RHNA projection period end date is set to align with the planning period end date, which is five years following the housing element due date.

Sierra County local governments are responsible for updating their housing elements for the *planning* period beginning June 30, 2024 and ending June 30, 2029 to accommodate their share of new housing need for each income category. Please note, a jurisdiction authorized to permit residential development may take RHNA credit for new units approved, permitted, and/or built since the start date of the RHNA projection period (June 30, 2024).

HCD encourages all Sierra County local governments to consider the many affordable housing and community development resources available to local governments. HCD's programs can be found at <https://www.hcd.ca.gov/grants-funding/nofas.shtml>.

HCD commends Sierra County local government leadership in fulfilling their important role in advancing the state's housing, transportation, and environmental goals. HCD looks forward to continued partnership with the region, and in assisting in planning efforts to accommodate the region's share of housing need.

**Please note:** A metropolitan planning organization (MPO) or regional transportation planning agency (RTPA) on a 5-year regional transportation plan (RTP) update schedule can elect to adopt its RTP every four years. **After the election is made, all local governments within the region of the MPO or RTPA change from a 5-year to an 8-year housing element planning period beginning with the next housing element update.**

For the 8th cycle housing element update, the MPO or RTPA must make its election before **December 30, 2024**, at least 54 months prior to the 8th cycle housing element due date.

In considering the option to change the update schedule for the next RTP and to change the next housing element update schedule and planning period from five (5) to eight (8) years, the MPO or RTPA is required to hold a public hearing. The public and localities must be notified at least 30 days before the hearing. If the election is made, HCD must be promptly notified and the next RTP must be completed within three (3) years of the notification of electing a four-year RTP update schedule. Local governments will have a new housing element due date based on the requirement to update and adopt the housing element no later than 18 months from adoption of the RTP. **Local governments interested in changing from a 5-year to an 8-year housing element planning period should quickly communicate with the MPO or RTPA to take necessary actions by specified time periods.**

Tim H. Beals, Director

Page 3

If HCD can provide any additional assistance, or if you, or your staff, have any questions, please contact Annelise Osterberg, Senior Specialist, at [annelise.osterberg@hcd.ca.gov](mailto:annelise.osterberg@hcd.ca.gov) or Kevan Rolfness, Specialist, at [kevan.rolfness@hcd.ca.gov](mailto:kevan.rolfness@hcd.ca.gov).

Sincerely,



Tyrone Buckley  
Assistant Deputy Director

Enclosures

cc: Kathy LeBlanc, City Clerk, City of Loyalton

## ATTACHMENT 1

### HCD REGIONAL HOUSING NEED DETERMINATION Sierra County: June 30, 2024 through June 30, 2029

<u>Income Category</u>	<u>Percent</u>	<u>Housing Unit Need</u>
Very-Low*	50%	2
Low	50%	2
Moderate	0%	0
Above-Moderate	0%	0
<b>Total</b>	<b>100.0%</b>	<b>4</b>
*Extremely-Low	13.3%	Included in Very-Low Category

*Notes:*

*Income Distribution:*

*Income categories are prescribed by California Health and Safety Code (Section 50093, et. seq.). Percentages are derived based on Census/ACS reported household income brackets and county median income. Extremely low-income percentage provided for informational purposes.*

## ATTACHMENT 2

### HCD REGIONAL HOUSING NEED DETERMINATION: Sierra County: June 30, 2024 through June 30, 2029

#### Methodology

<b>Sierra County: June 30, 2024 – June 30, 2029 (5 years) HCD Determined Population, Households, &amp; Housing Unit Need</b>		
Reference No.	Steps Taken to Calculate Regional Housing Need	Amount
1.	<b>Population: June 30, 2029 (DOF projection)</b>	3,045
2.	- Group Quarters Population: June 30, 2029 (DOF projection)	-35
3.	<b>Household (HH) Population</b>	2,980
4.	<b>Projected Households</b>	<b>1,375</b>
5.	+ Owner Vacancy Adjustment (0%)	+0
6.	+ Renter Vacancy Adjustment (5.59%)	+16
7.	+ Overcrowding Adjustment (0%)	+0
8.	+ Replacement Adjustment (.10%)	+1
9.	+ Jobs Housing Relationship Adjustment	+0
10.	- Occupied Units (HHs) estimated June 30, 2024	-1,449
11.	+ Cost-burden Adjustment	+0
12.	+ State of Emergency Adjustment	+0
	<b>Preliminary Regional Housing Need</b>	<b>0</b>
13.	+ Feasible Jobs/Housing Balance Adjustment	+0
<b>Total</b>	<b>7<sup>th</sup> Cycle Regional Housing Need Assessment (RHNA)</b>	<b>4</b>

Detailed background data for this chart is available upon request.

*NOTE: The decline in projected population in Sierra County results in a negative housing need determination. Pursuant to Gov. Code Section 65584(d)(1), all jurisdictions must receive an allocation of low and very-low income RHNA units. Accordingly, HCD is allocating two (2) units to each jurisdiction in the region, resulting in a 4 unit regional housing need determination.*

#### Explanation and Data Sources

1-4. Population, Group Quarters, Household Population, & Projected Households: Pursuant to Government Code Section 65584.01, projections were extrapolated from DOF projections. Population reflects total persons. Group Quarter Population reflects persons in a dormitory, group home, institute, military, etc. that do not require residential housing. Household Population reflects persons requiring residential housing. Projected Households reflect the propensity of persons within the Household Population to form households at different rates based on American Community Survey (ACS) trends.

### ATTACHMENT 3

## HCD FINAL REGIONAL HOUSING NEEDS ALLOCATION PLAN: SIERRA COUNTY LOCAL GOVERNMENTS

June 30, 2024 – June 30, 2029

### Distribution of Final RHNA

This table reflects the final Regional Housing Need Allocation (RHNA) distribution for each local government based on the methodology discussed below:

#### Regional Housing Need Allocation by Income Category

Jurisdiction	Very-Low	Low	Moderate	Above-Moderate	Total
Sierra County Region Total	2	2	0	0	4
City of Loyalton	1	1	0	0	2
Unincorporated Sierra County	1	1	0	0	2

### Purpose of Regional Housing Need Allocation Plan

The purpose of the RHNA plan is to comply with state law (Gov. Code section 65584, et. seq.) in allocating to each local government a share of regional housing need for use in updating the General Plan housing element. The housing element must accommodate the total RHNA for each of the four (4) income categories (very-low, low, moderate, and above-moderate) over the designated planning period (June 30, 2024 through June 30, 2029). These requirements were enacted into state housing law (Article 10.6 of the Government Code) upon the California legislature determining that the provision of adequate housing is an issue of statewide concern.

HCD, pursuant to Government Code section 65584(a), is required to determine the existing and projected need for housing within regions of the state. In addition, HCD (per Gov. Code section 65584.06) is required to develop a plan to distribute the determination of regional housing need to each local government not represented by a COG. The RHNA, per Government Code section 65584(d), is required to further all of the following objectives:

- (1) Increasing the housing supply and mix of housing types, tenure, and affordability.
- (2) Promoting infill development and socioeconomic equity, protecting environmental and agricultural resources, and encouraging efficient development patterns.
- (3) Promoting an improved intraregional relationship between jobs and housing.
- (4) Balancing disproportionate household income distributions.
- (5) Affirmatively furthering fair housing.

The RHNA is based on the projection of population and new household formation determined by the Demographic Research Unit of DOF. The resulting RHNA is a minimum projection of additional housing needed to accommodate household growth over the planning period; it is not a prediction, production quota, or building permit limitation for new residential construction.

## ATTACHMENT 3

Page 2

The decline in projected population in Sierra County results in a negative housing need determination for the region. Pursuant to Government Code Section 65584(d)(1), all jurisdictions must receive an allocation of low and very-low income RHNA units. Accordingly, HCD is allocating two (2) units to each jurisdiction in the region.

To comply with state law in addressing the jurisdiction's RHNA, the updated housing element must identify adequate sites and program actions to accommodate the total RHNA for each income category. Housing elements are required to be updated by June 30, 2024 and sent to HCD for determination of compliance with state law. In updating the housing element, jurisdictions may take credit for and subtract from their RHNA (by income category) new units permitted since the beginning of the RHNA projection period (June 30, 2024).

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500  
Sacramento, CA 95833  
(916) 263-2911 / FAX (916) 263-7453  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



June 2, 2023

Tim H. Beals, Director  
Planning and Building Department  
County of Sierra  
101 Courthouse Square  
PO Box 530  
Downieville, CA 95936

Dear Tim H. Beals:

**RE: Final Regional Housing Need Determination and Plan**

This letter provides Sierra County its final Regional Housing Need Determination and final Allocation Plan. Pursuant to state housing element law (Government Code section 65584, et seq.), the Department of Housing and Community Development (HCD) is required to provide the determination of the region's existing and projected housing need and a final Regional Housing Need Allocation (RHNA) plan to countywide regions not represented by a council of governments (COGs). In assessing Sierra County's regional housing need, HCD consulted with local government staff and Doug Kuczynski and Walter Schwarm of the California Department of Finance (DOF) Demographic Research Unit.

Attachment 1 displays the minimum regional housing need determination of **4** total units among four income categories. Attachment 2 explains the methodology applied pursuant to Government Code section 65584.01. In determining the region's housing need, HCD considered all the information specified in state housing law (Gov. Code section 65584.01(c)). Attachment 3 displays HCD's methodology and final RHNA Plan for the region, for the *projection* period beginning June 30, 2024 and ending June 30, 2029. In determining the final allocation plan, HCD issued a draft allocation plan on February 13, 2023 and followed steps described in Government Code section 65584.06.

Government Code section 65588(e)(6) specifies the RHNA projection period begins December 31 or June 30, whichever date most closely preceded the previous projection period end date. The RHNA projection period end date is set to align with the planning period end date, which is five years following the housing element due date.

Sierra County local governments are responsible for updating their housing elements for the *planning* period beginning June 30, 2024 and ending June 30, 2029 to accommodate their share of new housing need for each income category. Please note, a jurisdiction authorized to permit residential development may take RHNA credit for new units approved, permitted, and/or built since the start date of the RHNA projection period (June 30, 2024).

HCD encourages all Sierra County local governments to consider the many affordable housing and community development resources available to local governments. HCD's programs can be found at <https://www.hcd.ca.gov/grants-funding/nofas.shtml>.

HCD commends Sierra County local government leadership in fulfilling their important role in advancing the state's housing, transportation, and environmental goals. HCD looks forward to continued partnership with the region, and in assisting in planning efforts to accommodate the region's share of housing need.

**Please note:** A metropolitan planning organization (MPO) or regional transportation planning agency (RTPA) on a 5-year regional transportation plan (RTP) update schedule can elect to adopt its RTP every four years. **After the election is made, all local governments within the region of the MPO or RTPA change from a 5-year to an 8-year housing element planning period beginning with the next housing element update.**

For the 8th cycle housing element update, the MPO or RTPA must make its election before **December 30, 2024**, at least 54 months prior to the 8th cycle housing element due date.

In considering the option to change the update schedule for the next RTP and to change the next housing element update schedule and planning period from five (5) to eight (8) years, the MPO or RTPA is required to hold a public hearing. The public and localities must be notified at least 30 days before the hearing. If the election is made, HCD must be promptly notified and the next RTP must be completed within three (3) years of the notification of electing a four-year RTP update schedule. Local governments will have a new housing element due date based on the requirement to update and adopt the housing element no later than 18 months from adoption of the RTP. **Local governments interested in changing from a 5-year to an 8-year housing element planning period should quickly communicate with the MPO or RTPA to take necessary actions by specified time periods.**

Tim H. Beals, Director  
Page 3

If HCD can provide any additional assistance, or if you, or your staff, have any questions, please contact Annelise Osterberg, Senior Specialist, at [annelise.osterberg@hcd.ca.gov](mailto:annelise.osterberg@hcd.ca.gov) or Kevan Rolfness, Specialist, at [kevan.rolfness@hcd.ca.gov](mailto:kevan.rolfness@hcd.ca.gov).

Sincerely,



Tyrone Buckley  
Assistant Deputy Director

Enclosures

cc: Kathy LeBlanc, City Clerk, City of Loyalton

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*Notes:*

*Income Distribution:*

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## ATTACHMENT 2

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#### Methodology

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<b>Total</b>	<b>7<sup>th</sup> Cycle Regional Housing Need Assessment (RHNA)</b>	<b>4</b>

Detailed background data for this chart is available upon request.

*NOTE: The decline in projected population in Sierra County results in a negative housing need determination. Pursuant to Gov. Code Section 65584(d)(1), all jurisdictions must receive an allocation of low and very-low income RHNA units. Accordingly, HCD is allocating two (2) units to each jurisdiction in the region, resulting in a 4 unit regional housing need determination.*

#### Explanation and Data Sources

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- 5-6. **Vacancy Adjustment:** HCD applies a vacancy adjustment to facilitate healthy a housing market and resident mobility. The vacancy adjustment is applied separately based on the region's current "for rent" and "for sale" vacancy rate (which includes units for rent, for sale, and recently rented/sold but not yet occupied). The owner adjustment is based on the amount that the region's current owner vacancy rate (2.78%) is below the standard of 2%. For Sierra County, the owner vacancy rate is above the healthy standard, resulting in no adjustment. The renter adjustment is based on the amount the region's current renter vacancy rate (.41%) is below the standard of 6%. For Sierra County, the renter vacancy rate is below the healthy standard, resulting in 16-unit adjustment. Pursuant to Government Code Section 65584.01, the standard vacancy rate for a healthy rental housing market cannot be less than 5%. Data is from the 2017-2021 ACS.
7. **Overcrowding Adjustment:** In regions where overcrowding is greater than the U.S. overcrowding rate, HCD applies an adjustment based on the amount the region's overcrowding rate exceeds the U.S. overcrowding rate. Data is from the 2017-2021 ACS. For Sierra County, the region's overcrowding rate of 1.91% is lower than the national overcrowding rate (3.33%), resulting in no adjustment.
8. **Replacement Adjustment:** HCD applies a replacement adjustment between .1% and 5% to the total housing stock based on the current 10-year average of demolitions in the region's local government annual reports to DOF, excluding units lost due to a state of emergency. For Sierra County, the 10-year average is .04%; therefore a .10% adjustment was applied.
9. **Jobs Housing Relationship Adjustment:** HCD applies an adjustment to account for any imbalances between jobs and housing within the region. To apply the adjustment, HCD uses 2019 LEHD Origin-Destination Employment Statistics to calculate the net number of workers commuting to Sierra County from outside the region. HCD then divides the number of workers by the healthy jobs housing balance ratio of 1.5 to calculate the number of housing units that would be needed to house these workers within the region. For Sierra County, this results in no adjustment to the RHNA.
10. **Occupied Units:** This figure reflects DOF's estimate of occupied units at the start of the projection period (June 30, 2024).
11. **Cost Burden Adjustment:** HCD applies an adjustment to the projected need by comparing the difference in cost-burden for the region to the cost-burden in the nation. The cost burden rate in Sierra County is lower than the cost burden rate for households in the nation, resulting in no adjustment to the RHNA. Data is from 2017-2021 ACS.

12. **State of Emergency Adjustment:** HCD used data provided by the California Governor's Office of Emergency Services (CalOES) pursuant to Government Code 65584.01(b)(1)(I) to adjust for units lost due to a declared state of emergency. Data is from 2021. To estimate the percentage of units lost that were originally occupied, HCD uses 2017-2021 ACS data to calculate the percentage of units in the region that are temporarily occupied by persons with a usual residence elsewhere. HCD then multiplies the occupancy rate by the units lost due to a state of emergency. In Sierra County, no units were lost due to a state of emergency.
13. **Feasible Jobs/Housing Balance Adjustment:** According to statute, the "region's existing and projected housing need shall reflect the achievement of a feasible balance between jobs and housing within the region using the regional employment projections in the applicable regional transportation plan" (Gov. Code Section 65584.01). After applying the adjustments noted above, HCD compared the 7<sup>th</sup> cycle RHNA determination and the region's total occupied housing units to the Caltrans employment projections for Sierra County to determine whether a feasible balance was achieved. This analysis resulted in a jobs housing balance of .42 (2.4 housing units for every projected job). Because this is below the healthy rate of 1.5, no additional adjustment is needed.

### ATTACHMENT 3

## HCD FINAL REGIONAL HOUSING NEEDS ALLOCATION PLAN: SIERRA COUNTY LOCAL GOVERNMENTS

June 30, 2024 – June 30, 2029

### Distribution of Final RHNA

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### Purpose of Regional Housing Need Allocation Plan

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City of Loyaltton  
Bills Paid  
March 2024

Type	Date	Num	Name	Memo	Paid Amount
<b>General Funds</b>					
<b>General Checking 1956- NEW</b>					
Bill Pmt -Check	03/01/2024	8659	Alliant Insurance Services, Inc.		-60.00
Bill Pmt -Check	03/01/2024	8660	AT&T Fire Landline BAN 9343	CRIME0708 / CL142052	-31.79
Bill Pmt -Check	03/01/2024	8661	AT&T Fire Pager BAN 54523	BAN 9391059343	-29.25
Bill Pmt -Check	03/01/2024	8662	AT&T Sewer BAN 54522	BAN 9391054523	-56.98
Bill Pmt -Check	03/01/2024	8663	Gary Price	02/20/24 - Sewer BAN 54522	-767.50
Bill Pmt -Check	03/01/2024	8664	Intermountain Disposal, Inc.	Housing Progress Report/Folicch Lot Line	-221.12
Bill Pmt -Check	03/01/2024	8665	Pitney Bowes Inc Purchase Power	8000-9000-0953-9911	-194.19
Bill Pmt -Check	03/01/2024	8666	Postmaster		-169.07
Bill Pmt -Check	03/01/2024	8667	Verzon Wireless	370745244-000001	-38.01
Paycheck	03/01/2024	8668	Xerox Corporation	951429299	-62.58
Paycheck	03/01/2024	8669	Cussins, John C		-1,324.98
Paycheck	03/01/2024	8671	LeBlanc, Katherine L		-138.53
Paycheck	03/01/2024	8670	Jardin, Patsy E		-2,160.85
Paycheck	03/01/2024	8672	McCarthy, Orville D		-303.45
Paycheck	03/01/2024	8673	Yegge, Donald M.		-580.71
Paycheck	03/01/2024	8674	John Cussins Retiree		-523.80
Bill Pmt -Check	03/01/2024	8676	US Treasury-941	94-6000364 QB Tracking # -2125435694	-22.94
Liability Check	03/03/2024	E-pay	Employment Development Department	69817369 QB Tracking # -2125429694	-4.80
Liability Check	03/11/2024	E-pay	Employment Development Department	69817369 QB Tracking # 1754017406	-398.40
Liability Check	03/11/2024	E-pay	US Treasury-941	94-6000364 QB Tracking # 1754021406	-2,402.66
Liability Check	03/11/2024	E-pay	Employment Development Department	69817369 QB Tracking # 1754024406	-32.21
Bill Pmt -Check	03/11/2024	8681	Liberty Utilities	03/04/24 - Street Lights - 3935 KWH	-3,246.99
Paycheck	03/14/2024	8680	Lundy, Justus		-2,143.82
Paycheck	03/14/2024	8676	Bennett, Kenneth E		-1,843.82
Paycheck	03/14/2024	8677	Brandow, Tommi M		-3,295.43
Paycheck	03/14/2024	8678	Lane, Daniel J		-199.48
Paycheck	03/14/2024	8679	LeBlanc, Katherine L		-2,029.93
Liability Check	03/24/2024	E-pay	US Treasury-941	94-6000364 QB Tracking # -2042929890	-663.42
Liability Check	03/24/2024	E-pay	Employment Development Department	69817369 QB Tracking # -2042928890	-1,796.02
Liability Check	03/24/2024	E-pay	Employment Development Department	69817369 QB Tracking # -2042926890	-214.73
Bill Pmt -Check	03/24/2024	8694	Bastian Engineering	Groundwater Gradient	-28.70
Bill Pmt -Check	03/24/2024	8695	Current Electric & Alarm, Inc.		-500.00
Bill Pmt -Check	03/24/2024	8696	Ken Morgan	03/10/2024 Inv 24010	-120.00
Bill Pmt -Check	03/24/2024	8697	League of California Cities	02/19/2024, Inv 5287 - Membership dues for 2024	-685.00
Bill Pmt -Check	03/24/2024	8698	Pitney Bowes Inc Purchase Power	8000-9000-0953-9911	-1,000.00
Bill Pmt -Check	03/24/2024	8700	Silver State Analytical Laboratories, Inc		-201.00
Bill Pmt -Check	03/24/2024	8701	Thatcher Company		-632.00
Bill Pmt -Check	03/24/2024	8702	Western Nevada Supply		-1,630.11
Bill Pmt -Check	03/24/2024	8703	Xerox Corporation		-872.05
Bill Pmt -Check	03/24/2024	8699	Rex Moore		-233.70
Paycheck	03/28/2024	8693	Lundy, Justus		-2,705.00
Paycheck	03/28/2024	8689	Bennett, Kenneth E		-1,843.82
Paycheck	03/28/2024	8690	Brandow, Tommi M		-2,097.99
Paycheck	03/28/2024	8691	Lane, Daniel J		-93.50
Paycheck	03/28/2024	8692	LeBlanc, Katherine L		-1,659.16
Bill Pmt -Check	03/31/2024	8717	Donald Yegge Retiree		-667.50
Bill Pmt -Check	03/31/2024	8718	John Cussins Retiree		-580.71

1:03 PM  
05/13/24

Cash Basis

**City of Loylaton  
Bills Paid  
March 2024**

Type	Date	Num	Name	Memo	Paid Amount
Bill Pmt -Check	03/31/2024	8719	Liberty Utilities		-5,124.36
Bill Pmt -Check	03/31/2024	8720	Nevada Environmental Consulting		-2,500.00
Bill Pmt -Check	03/31/2024	8721	Orville McGarity Retiree	City of Loylaton Waterline Replacement Project	-303.45
Bill Pmt -Check	03/31/2024	8722	Patsy Jardin Retiree	April 2024 Pension Payment	-2,160.85
Bill Pmt -Check	03/31/2024	8723	Plumas-Sierra Telecomm.		-109.00
Bill Pmt -Check	03/31/2024	8724	Postmaster		-171.19
Bill Pmt -Check	03/31/2024	8725	S.C.O.R.E.	Monthly installment *****T to be split by funds*****	-13,948.81
Total General Checking 1956- NEW					-63,630.32
Total General Funds					-63,630.32
<b>TOTAL</b>					<b>-63,630.32</b>

Type	Date	Num	Name	Memo	Paid Amount
<b>General Funds</b>					
<b>General Checking 1956- NEW</b>					
Liability Check	04/07/2024	E-pay	US Treasury-941	94-6000364 QB Tracking # -943875890	-114.80
Liability Check	04/07/2024	E-pay	Employment Development Department	69817369 QB Tracking # -943866890	-5.25
Liability Check	04/07/2024	E-pay	Employment Development Department	69817369 QB Tracking # -943861890	-316.07
Liability Check	04/07/2024	E-pay	US Treasury-941	94-6000364 QB Tracking # -943858890	-2,205.56
Liability Check	04/08/2024	E-pay	Employment Development Department	69817369 QB Tracking # -943853890	-57.22
Paycheck	04/08/2024	8732	LeBlanc, Katherine L		-138.52
Paycheck	04/08/2024	8734	McIlravy, Susan L		-138.52
Paycheck	04/08/2024	8735	Merton, William J		-138.52
Paycheck	04/08/2024	8733	Markum, Joy L		-138.52
Paycheck	04/08/2024	8736	Riede, Darlene F		-138.52
Paycheck	04/08/2024	8737	Kathy LeBlanc		-213.62
Bill Pmt -Check	04/08/2024	8738	Larry Bain, CPA	01/25/2024 - SCORE Travel	-8,400.00
Bill Pmt -Check	04/08/2024	8739	Sierra County Tax Collector	June 2023 Audit	-4,879.23
Paycheck	04/11/2024	8731	Lundy, Justus		-1,843.82
Paycheck	04/11/2024	8726	Bennett, Kenneth E		-2,804.59
Paycheck	04/11/2024	8727	Brandow, Tommi M		-230.65
Paycheck	04/11/2024	8728	Lane, Daniel J		-1,472.56
Paycheck	04/11/2024	8729	LeBlanc, Katherine L		-874.67
Paycheck	04/11/2024	8730	Loneragan, Greg		-563.88
Bill Pmt -Check	04/15/2024	8740	AT&T Fire Landline BAN 9343	BAN 9391059343	-31.88
Bill Pmt -Check	04/15/2024	8741	AT&T Fire Pager BAN 54523	BAN 9391054523	-29.38
Bill Pmt -Check	04/15/2024	8742	AT&T Sewer BAN 54522	03/20/24 - Sewer BAN 54522	-57.50
Bill Pmt -Check	04/15/2024	8743	California State Controller's Office	04/06/24 Inv. FAUD-00004163, Annual Street Report 22/23 FY	-2,355.05
Bill Pmt -Check	04/15/2024	8744	Clark Pest Control of Stockton Inc.		-108.00
Bill Pmt -Check	04/15/2024	8745	DOWL / Farr West Engineering		-8,051.25
Bill Pmt -Check	04/15/2024	8746	Intermountain Disposal, Inc.		-110.56
Bill Pmt -Check	04/15/2024	8747	Office Depot Business Credit		-24.70
Bill Pmt -Check	04/15/2024	8748	Pitney Bowes Lease		-168.66
Bill Pmt -Check	04/15/2024	8749	Porter Simon Professional Services		-1,025.00
Bill Pmt -Check	04/15/2024	8750	Rex Moore	6011566601303179	-11,241.00
Bill Pmt -Check	04/15/2024	8751	Verizon Wireless	92132-13200M	-38.01
Bill Pmt -Check	04/15/2024	8752	Xerox Corporation	CUS-003356	-283.22
Liability Check	04/21/2024	E-pay	Employment Development Department	370745244-000001	-251.48
Liability Check	04/21/2024	E-pay	US Treasury-941	951429299	-2,101.32
Liability Check	04/21/2024	E-pay	Employment Development Department	69817369 QB Tracking # -1234775694	-46.35
Bill Pmt -Check	04/21/2024	8759	Liberty Utilities	69817369 QB Tracking # -1234769694	-7,873.96
Bill Pmt -Check	04/21/2024	8760	Pumas-Sierra Rural Electric		-7,367.55
Bill Pmt -Check	04/21/2024	8761	Silver State Analytical Laboratories, Inc		-1,000.00
Bill Pmt -Check	04/21/2024	8762	Pumas-Sierra Rural Electric		-7,784.40
Paycheck	04/25/2024	8758	Lundy, Justus		-1,586.90
Paycheck	04/25/2024	8753	Bennett, Kenneth E		-2,347.16
Paycheck	04/25/2024	8754	Brandow, Tommi M		-93.50
Paycheck	04/25/2024	8755	Lane, Daniel J		-1,727.80
Paycheck	04/25/2024	8756	LeBlanc, Katherine L		-645.05
Paycheck	04/25/2024	8757	Loneragan, Greg		-1,134.49
Bill Pmt -Check	04/29/2024	8764	AT&T Fire Landline BAN 9343	BAN 9391059343	-31.88
Bill Pmt -Check	04/29/2024	8765	AT&T Fire Pager BAN 54523	BAN 9391054523	-29.35

1:02 PM  
05/13/24

Cash Basis

City of Loyalkton  
Bills Paid  
April 2024

Type	Date	Num	Name	Memo	Paid Amount
Bill Pmt -Check	04/29/2024	8766	AT&T Sewer BAN 54522	04/18/24 - Sewer BAN 54522	-57.17
Bill Pmt -Check	04/29/2024	8767	Donald Yegge Retiree		-604.64
Bill Pmt -Check	04/29/2024	8768	HUNT & SONS, INC	90582	-1,218.08
Bill Pmt -Check	04/29/2024	8769	Intermountain Disposal, Inc.		-110.56
Bill Pmt -Check	04/29/2024	8770	John Cussins Retiree		-1,903.37
Bill Pmt -Check	04/29/2024	8771	L. N. Curtis & Sons	02/28/2024 - INV786997	-1,662.22
Bill Pmt -Check	04/29/2024	8772	Liberty Utilities		-13,848.76
Bill Pmt -Check	04/29/2024	8773	Office Depot Business Credit	6011566601303179	-240.79
Bill Pmt -Check	04/29/2024	8774	Orville McGarity Retiree	May 2024 Pension Payment	-315.95
Bill Pmt -Check	04/29/2024	8775	Patsy Jardin Retiree		-2,249.88
Bill Pmt -Check	04/29/2024	8776	Plumas-Sierra Telecomm.		-109.00
Bill Pmt -Check	04/29/2024	8777	Porter Simon Professional Services	92132-13200M	-1,400.00
Bill Pmt -Check	04/29/2024	8778	Q & D Construction LLC	Jet Vac Emergency Manhole	-1,492.00
Bill Pmt -Check	04/29/2024	8779	USA Blue Book	05/03/2024, Inv INV00323438	-18,739.21
Bill Pmt -Check	04/29/2024	8780	Verizon Wireless	370745244-000001	-38.01
Bill Pmt -Check	04/29/2024	8781	Fluent IMS		-1,100.00
Check	04/30/2024	8783	Postmaster		-177.55

Total General Checking 1956- NEW

Total General Funds

TOTAL

-127,487.11
-127,487.11
<b>-127,487.11</b>

**CITY OF LOYALTON**

**RESOLUTION NO 3-2024**

*A Resolution of the City Council of the City of Loyalton  
Directing Repayment of Borrowed Funds from the Water and Sewer Funds to the  
General Fund*

**WHEREAS**, from time to time over the past years, the City's Water, Sewer and Gas Tax Funds have borrowed money from the City's General Fund; and

**WHEREAS**, the City's auditor has determined that as of June 30, 2023, the City's Water Fund owes the City's General Fund the sum of \$86,744.00, the City's Sewer Fund owes the City's General Fund the sum of \$473,839.00 and the City's Gas Tax Fund owes the City's General Fund the sum of \$43,709.00; and

**WHEREAS**, the City recently received additional funds in the sum of \$3,047.08 from the Sierra County Tax Collector for past due sums from water service provided by the City and the City deposited that money into its Water Fund; and

**WHEREAS**, the City recently received additional funds the sum of \$7109.84 from the Sierra County Tax Collector for past due sums from sewer service provided by the City and the City deposited that money into its Sewer Fund; and

**WHEREAS**, the City would like to use the \$3,047.08 recently received from the Sierra County Tax Collector for past due sums for water service that were deposited into the City's Water Fund to repay a portion of its indebtedness to the City's General Fund; and

**WHEREAS**, the City would like to use the \$7109.84 recently received from the Sierra County Tax Collector for past due sums for sewer service that were deposited into the City's Sewer Fund to repay a portion of its indebtedness to the City's General Fund.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOYALTON, CALIFORNIA, AS FOLLOWS:**

Section 1. The above Recitals are true and correct.

Section 2. City staff is directed to transfer the sum of \$3047.08 from the City's Water Fund to the City's General Fund to repay a portion of the Water Fund's indebtedness to the City's General Fund and to make appropriate entries into the City's books and records to reflect such repayment.

Section 3. City staff is directed to transfer the sum of \$7109.84 from the City's Sewer Fund to the City's General Fund to repay a portion of the Sewer Fund's indebtedness to the City's General Fund and to make appropriate entries into the City's books and records to reflect such repayment.

Section 4. This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 21 day of May 2024, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

Darlene Riede, Mayor  
City of Loyalton

**ATTEST:** Kathy LeBlanc  
City Clerk

---

**CITY OF LOYALTON**

**RESOLUTION NO 3-2024**

*A Resolution of the City Council of the City of Loyalton  
Directing Repayment of Borrowed Funds from the Water and Sewer Funds to the  
General Fund*

**WHEREAS**, from time to time over the past years, the City's Water, Sewer and Gas Tax Funds have borrowed money from the City's General Fund; and

**WHEREAS**, the City's auditor has determined that as of June 30, 2023, the City's Water Fund owes the City's General Fund the sum of \$86,744.00, the City's Sewer Fund owes the City's General Fund the sum of \$473,839.00 and the City's Gas Tax Fund owes the City's General Fund the sum of \$43,709.00; and

**WHEREAS**, the City recently received additional funds in the sum of \$3,047.08 from the Sierra County Tax Collector for past due sums from water service provided by the City and the City deposited that money into its Water Fund; and

**WHEREAS**, the City recently received additional funds the sum of \$7109.84 from the Sierra County Tax Collector for past due sums from sewer service provided by the City and the City deposited that money into its Sewer Fund; and

**WHEREAS**, the City would like to use the \$3,047.08 recently received from the Sierra County Tax Collector for past due sums for water service that were deposited into the City's Water Fund to repay a portion of its indebtedness to the City's General Fund; and

**WHEREAS**, the City would like to use the \$7109.84 recently received from the Sierra County Tax Collector for past due sums for sewer service that were deposited into the City's Sewer Fund to repay a portion of its indebtedness to the City's General Fund.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOYALTON, CALIFORNIA, AS FOLLOWS:**

Section 1. The above Recitals are true and correct.

Section 2. City staff is directed to transfer the sum of \$3047.08 from the City's Water Fund to the City's General Fund to repay a portion of the Water Fund's indebtedness to the City's General Fund and to make appropriate entries into the City's books and records to reflect such repayment.

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Section 4. This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** this 21 day of May 2024, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

Darlene Riede, Mayor  
City of Loyalton

**ATTEST:** Kathy LeBlanc  
City Clerk

---

# 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

## APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: Monica Susan Howard  
(First) (Middle) (Last)  
Address: Box 421 208 Patterson Drive Telephone: 530-559-0607  
Name of Business: Papermom  
Nature of Business: Handmade Crafts  
State Contractors License No. \_\_\_\_\_ Resale License No. \_\_\_\_\_  
Permanent Location of Business: PO Box 421  
Loyalton, CA 96118 Telephone: (530) 559-0607  
Is Business a Corporation or Partnership? Yes \_\_\_\_\_ No   
If so, please indicate the name(s), address(s), and title(s) of officer(s) or partner(s):  
\_\_\_\_\_  
\_\_\_\_\_

Annual Gross Receipts from Business \$ less than \$10000  
(The City needs this information to determine the tax due per quarter. See schedule below.)  
5/9/24 Monica Howard 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 **\$ 70.40\*** per year
- B.  Between \$10,000 and 50,000 annually – Fee of **\$114.40\*** per year
- C.  Between \$ 50,000 and \$100,000 annually – Fee of **\$158.40\*** per year
- D.  Between \$100,000 and \$150,000 annually – Fee of **\$202.40\*** per year
- E.  More than \$150,000 annually – Fee of **\$268.40\*** per year

\* Please note the \$4.00 fee has been included with the annual fee for the State ADA Fees

For official use only

Date Received: 5/9/24

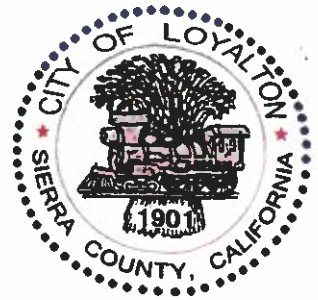
Fee Received: \$ 70.40

City Clerk: [Signature]

Date approved: \_\_\_\_\_

# 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

## APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: Jacob Noah Wheeler  
(First) (Middle) (Last)  
Address: 809 Mill St Box 1113 Telephone: 775 336 8150  
Name of Business: Superior Shine Mobile Detailing  
Nature of Business: Auto Detailing  
State Contractors License No. \_\_\_\_\_ Resale License No. \_\_\_\_\_  
Permanent Location of Business: Loyalton Ca Telephone: 775-336-8150  
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 \$ Less than \$10,000  
(The City needs this information to determine the tax due per quarter. See schedule below.)  
4/29/2024 Jacob Wheeler 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 \$ 70.40\* per year
- B.  Between \$10,000 and 50,000 annually – Fee of \$114.40\* per year
- C.  Between \$ 50,000 and \$100,000 annually – Fee of \$158.40\* per year
- D.  Between \$100,000 and \$150,000 annually – Fee of \$202.40\* per year
- E.  More than \$150,000 annually – Fee of \$268.40\* per year

\* Please note the \$4.00 fee has been included with the annual fee for the State ADA Fees

For official use only

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

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

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

# 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

## APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: Greg R Albright  
 (First) (Middle) (Last)

Address: 43445 Business Park Dr, Ste 104, Temecula, CA 92590 Telephone: 800-885-9450

Name of Business: Freedom Forever, LLC

Nature of Business: Residential Solar Installation

State Contractors License No. 1029644 Resale License No: \_\_\_\_\_

Permanent Location of Business: 990 Riverside Parkway Suite 100, West Sacramento, CA 95605  
 Telephone: 800-885-9450

Is Business a Corporation or Partnership? Yes  No

If so, please indicate the name(s), address(s), and title(s) of officer(s) or partner(s):  
Greg Albright 43445 Business Park Dr, Ste 104, Temecula, CA 92590 President

Annual Gross Receipts from Business \$ 20,675.62  
 (The City needs this information to determine the tax due per quarter. See schedule below.)

04/30/2024 \_\_\_\_\_  
 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 \$ 70.40\* per year
- B.  Between \$10,000 and 50,000 annually – Fee of \$114.40\* per year
- C.  Between \$ 50,000 and \$100,000 annually – Fee of \$158.40\* per year
- D.  Between \$100,000 and \$150,000 annually – Fee of \$202.40\* per year
- E.  More than \$150,000 annually – Fee of \$268.40\* per year

\* Please note the \$4.00 fee has been included with the annual fee for the State ADA Fees

For official use only

Date Received: 5-6-21

Fee Received: 114.40

City Clerk: Ky Lepen Date approved: \_\_\_\_\_