

In-Vessel Composting

The Problem: Small meat processors in Siskiyou County and across the state face significant hurdles for disposal of inedible livestock byproducts due to the lack of approved disposal sites - the closest rendering facility (Sacramento area) is almost 300 miles away. Currently Five Marys Ranch hauls offal and inedible trim (collectively between 12,000 - 15,000 lbs per week) across state lines to a landfill in Southern Oregon. While landfill disposal is the only solution for small rural meat processors in far Northern California, it comes at significant cost - tipping fees are expensive (disproportionately burdening small rural meat processors), significant amounts of diesel is consumed during transport and an otherwise useful and reclaimable/reusable product is simply buried in a landfill.

An additional problem is that Siskiyou County is not in compliance with Senate Bill 1383 which requires separation of organic material from other garbage. This Senate Bill has been required since January 1, 2022, but due to various barriers, Siskiyou County has been unable to meet the requirement and secured extensions which sunset on January 1, 2025. Siskiyou County currently has a small-scale green waste collection site, but there is no composting being done with the green waste, nor is it currently separated within commercial refuse collection. Scott Valley Disposal is proposing a once a week green waste collection route in Scott Valley mainly in the city limits of Fort Jones and Etna. We anticipate an additional 10,000-12,000 lbs a week of green waste being collected.



The Solution: In-vessel composting units are used legally and effectively throughout the United States and Canada and around the world for inedible waste disposal for small meat processing facilities. The units have been proven to reduce pathogens and otherwise produce a usable soil

amendment. Additionally these in-vessel composting units would allow compliance with Senate Bill 1383 for Siskiyou County.

The Proposal: Five Marys Ranch and Scott Valley Disposal propose utilization of in-vessel composting of mammalian tissue and green waste at a commercially zoned site owned by Scott Valley Disposal within the city limits of the town of Fort Jones, California. The unit will be operated on a covered concrete slab. Livestock byproducts will be delivered the short distance to the composting vessels as and when they are produced (i.e. no storage of livestock byproducts). Fort Jones is surrounded by hay farms and cattle ranches (including ranches owned by owners of Five Marys Ranch and Scott Valley Disposal), providing numerous local opportunities for land application of compost end products. Moreover, opportunity exists for retailing compost produced from the in-vessel composting process.



Proposed location for composting facility

Ft. Jones Police Department Monthly Report

May 2025

While recently included in my monthly report I would like to begin this monthly report with a reiteration of the specifics and formats while you read the monthly PD report. First off, each report will be based off the previous month's statistics including updated calls for service and written reports sent to the District Attorney for prosecution. The wheels of Justice move slowly so from time to time I will include updates on these specific cases. There will be a good amount of information detailed in the report but keep in mind some information will be excluded due to privacy requirements. If there is anything that is not covered in the report, I will be glad to answer what I can during the council meeting. Please reach out to me if you would like to see additional items covered or addressed in the written report in the future. It has been a very busy few months so far this year with many positive happenings throughout our community. Our workload has begun to increase as the weather betters, and we see the end of the school year as well as summer events take place. Safety is our main concern, and we will stay vigilant to make sure everyone can enjoy their upcoming summer months without worry. A statistical key is in the works and as soon as I have it available, I will include it with each report.

Traffic- It is our priority that the town of Ft. Jones is a traffic safe community where the presence of law enforcement is evident and proactive. As mentioned previously, it is our belief that presence is a significant part of deterring crime. We continue our patrol while increasing it during specific times of high traffic or events related to towns streets. We continue to issue numerous warnings and citations when appropriate. Even though we have been issuing citations and progress has been made, we still consistently observe U-turn infractions on Main Street. Our efforts will continue to curb this instilled behavior; however, it will still take some time. For the most part it seems traffic issues in town have gotten better, especially regarding speed on Main Street, giving us the ability to concentrate on specific more serious traffic issues and areas needing attention.

We recently placed our radar sign in town in hopes of reminding drivers of speed limits therefore reducing speed in specific areas. This new technology enables us to provide a history of driving behavior while helping us prepare for future improvements. An actual visual report of speeds, times, and locations will be provided to you next month after we have had time to collect specific data. It is our mission to help educate drivers to make our streets safe for everyone. If anyone notices an area of concentrated traffic related issues, please let us know so we can be proactive in stopping the violations.

Schools- The end of the school year has now concluded with another successful year. The department has continued to foster and improve the partnership we have with the school district, bringing new opportunities to our community. We look forward to even more new and exciting programs next year and hope to only expand on our current obligations. We take our partnership with the school district very seriously and appreciate their willingness to work with us so closely year in and year out.

Animal Control- Recently we have adjudicated several cases that have been on-going for several years. We had a successful adjudication bring numerous fines and fees to the violator. This particular case was also successful in the habitual perpetrator will be evicted from the property. While we have drawn some conclusions on this case there are pending criminal cases involving felonies we will be prosecuting. We are still seeing a decrease in animal control cases which is good, however we still have a ways to go. With the new year will come new dog registrations and additional education in getting pet owners on the right track.

Reports/Cases- We are now exceeding 60 written cases for the year in town, which goes to show how busy your police department is continuing to be. Again, many of these cases are a result of our officers being proactive and include multiple code enforcement calls for service. By being vigilant we hopefully prevent crime in the process. Each of these written cases are investigated, processed, and then sent to the D.A. for prosecution. As the justice system has shown us, it does take some time to complete the more complex cases which usually involve multiple supplemental reports.

Calls for Service- As a reminder with the written reports most of our calls for service including mutual aid requests and responding to EMS/Fire calls come without a written report or go over the air. We continue to assist other departments in any way we can to help first responders to any crisis. With an increase in criminal activity outside our two towns we have been called upon by outside agencies to assist. These agencies include CHP, Sheriff's Office, Forest Service, and CAL Fire to name a few. They also assist us when the need arises. These calls for service will also include safety checks or school functions for example. These types of calls are important as they prevent crime and help us be one with the community as well as understand what our communities' needs are.

Ordinance Enforcement- Kelly has closed out several code enforcements cases while sending cases forward for final review and follow up if needed. She has also acquired several new cases which will hopefully be adjudicated with voluntary compliance in the upcoming week. We have been recently successful in mailing citations to violators via registered mail that are absentee. County code enforcement continues joining us for cases which include properties that cover both city and county jurisdictions which also include the building department. Again, Code enforcement can be and is a very slow process with many notifications needing to be sent to the violator. Please keep this in mind as we work on a case as it may seem nothing is happening but in reality, it's the complex process of code enforcement. As a reminder we try to resolve our code enforcement complaints with voluntary compliance. In most cases this proves to be a good way of doing business and we attempt to help the person with solving the issue at hand. We are also hoping in the near future to bring a different process to address these ongoing problems. We hope to utilize these new processes in both towns to bring a consolidated process to the valley.

Kelly has also been working on troubled areas needing weed abatement to prevent fire issues and also beautify the area.

PAL- The swimming team is fully under way as we look to have another exciting season. The swim team being one of our oldest programs we have seen it develop into a well-rounded program including competitive and recreational components. We also continue our partnership with the YESS program in the summer giving our youth the ability to work and gain experience in land management. We continue our youth mentoring service to our youth in need. We have a youth center where our youth can be safe while addressing concerns in their lives or take advantage of tutoring services from local adults volunteering their time to help keep the program active and growing. We look forward to many outdoor activities such as fishing and hiking this year as well. Many of our local youth don't have the opportunity to do these activities within their household so it is amazing to see them venture out and experience new things.

Patrol Hours- The past several months has been fairly active, and we will continue to see an uptick in activity as mentioned above. As a reminder the town of Ft Jones continues to receive patrol hours and time in the office more than 600 hours a month with 5 officers when up to staff, 2 CSO's and a detective. Countless security checks, home checks, and business checks are made daily making sure our community is safe. I encourage council to participate in our ride along program to help educate yourselves on the daily activities that occur in our town. Not only is it a great way to see the town from another point of view but it also gives us the ability to establish good relationships with each other.

As always, we have an open-door policy. If you have any questions, concerns, or would like to speak with us, please don't hesitate to call or stop in. We appreciate all the council and staff in their continued partnership with us in making the town of Ft. Jones the safest places to live.

Inc #	Type	Date	Day or Week	Time	Location	Place	Dispatcher	City
2505010004	DP	05/01/2025	Thursday	04:40:09	12137 COWAN ST		4186	FTJONES
2505010042	NCRM	05/01/2025	Thursday	17:03:57	11920 MAIN ST	SCOTT VALLEY	3109	FTJONES
2505020035	DP	05/02/2025	Friday	11:48:48	109 BOWER ST		4001	FTJONES
2505020057	CODE	05/02/2025	Friday	15:59:06	9521 ORO FINO RD		3109	FTJONES
2505030032	FND	05/03/2025	Saturday	09:57:18	11911 MAIN ST	FRONTIER HARDWARE	3766	FTJONES
2505040025	CIST	05/04/2025	Sunday	12:05:42	12236 MAIN ST		3766	FTJONES
2505040031	TS	05/04/2025	Sunday	14:01:54	6701 N HWY 3	BANNER BANK	3766	FTJONES
2505040049	TRAF	05/04/2025	Sunday	19:34:21	12070 OAK MILL DR			FTJONES
2505050058	DP	05/05/2025	Monday	21:23:43	DIGGLES		3401	FTJONES
2505050062	SUSP	05/05/2025	Monday	23:05:49	23 NEWTON ST		4126	FTJONES
2505060001	DP	05/06/2025	Tuesday	00:17:46	HWY		3401	FTJONES
2505060063	TS	05/06/2025	Tuesday	20:55:08	N HWY 3/LIGHTHILL		3401	FTJONES
2505070001	TRSP	05/07/2025	Wednesday	00:09:27	11740 MAIN ST	BRANNON/DEBBIE	3401	FTJONES
2505070043	WI	05/07/2025	Wednesday	12:12:15	11307 MAIN ST	RAY'S FOOD PLACE	4001	FTJONES
2505070048	MH	05/07/2025	Wednesday	13:25:47	12236 MAIN ST		4001	FTJONES
2505070049	OWAS	05/07/2025	Wednesday	13:33:33	12236 MAIN ST		4001	FTJONES
2505080016	ANIMAL	05/08/2025	Thursday	10:02:04	11725 EAST ST		4001	FTJONES
2505080039	CODE	05/08/2025	Thursday	15:12:05	12303 MAIN ST		4001	FTJONES
2505090060	RO	05/09/2025	Friday	15:21:16	12150 COWAN ST		3766	FTJONES
2505100068	TS	05/10/2025	Saturday	15:43:15	N HWY 3/QUARTZ		4187	FTJONES
2505110024	ASST	05/11/2025	Sunday	09:19:30	11542 MATHEWS ST		4187	FTJONES
2505110028	TRSP	05/11/2025	Sunday	09:47:38	11307 MAIN ST	RAY'S FOOD PLACE	3766	FTJONES
2505120027	WI	05/12/2025	Monday	12:52:31	12236 MAIN ST		4187	FTJONES
2505130013	TRAF	05/13/2025	Tuesday	09:45:39	12301 MAIN ST		3903	FTJONES
2505160019	TRSP	05/16/2025	Friday	08:33:47	12236 N MAIN ST		3109	FTJONCTY
2505160033	ASST	05/16/2025	Friday	10:13:02	N HWY 3/EASTSIDE		3109	FTJONES
2505160038	TS	05/16/2025	Friday	10:41:58	MAIN ST/BUTTE ST		3903	FTJONES
2505160043	FU	05/16/2025	Friday	11:22:46	12079 MAIN ST		3903	FTJONES
2505160045	OWAV	05/16/2025	Friday	11:26:38	11211 N HWY 3	VALLEY TIRE & HOME	3903	FTJONES
2505160055	GTFT	05/16/2025	Friday	13:33:19	215 DALE AVE		4001	FTJONES
2505160072	FU	05/16/2025	Friday	17:05:16	12079 MAIN ST		3401	FTJONES
2505160073	ASST	05/16/2025	Friday	17:28:00	11307 MAIN ST	RAY'S FOOD PLACE	4001	FTJONES
2505160076	PTFT	05/16/2025	Friday	19:08:22	12236 MAIN ST		3401	FTJONES
2505170019	BURG	05/17/2025	Saturday	11:10:27	237 BUTTE ST	SCOTT VALLEY JR HIGH	4187	FTJONES
2505170042	FU	05/17/2025	Saturday	14:46:03	112 NEWTON ST		3766	FTJONES
2505170057	DP	05/17/2025	Saturday	20:09:56	11513 MAIN ST		4186	FTJONES
2505170062	FU	05/17/2025	Saturday	21:12:34	112 NEWTON ST		4186	FTJONES

2505180017	TRSP	05/18/2025	Sunday	09:18:16	12236 MAIN ST	4187	FTJONES
2505180024	BURG	05/18/2025	Sunday	10:18:19	11973 DIGGLES ST	3766	FTJONES
2505190023	CIST	05/19/2025	Monday	10:25:02	12236 MAIN ST	3766	FTJONES
2505190052	ASST	05/19/2025	Monday	16:10:13	102 BUTTE ST	4187	FTJONES
2505220017	ASST	05/22/2025	Thursday	09:03:59	11924 EAST ST	3903	FTJONES
2505220019	CODE	05/22/2025	Thursday	09:33:23	148 NEWTON ST	3903	FTJONES
2505220021	OWAS	05/22/2025	Thursday	10:05:27	12224 MAIN ST	3109	FTJONES
2505220057	ANIMAL	05/22/2025	Thursday	14:53:31	11823 EAST ST	3109	FTJONES
2505230003	WI	05/23/2025	Friday	00:31:23	MARBLE VIEW	3401	FTJONES
2505230045	RO	05/23/2025	Friday	16:23:01	12150 COWAN ST	3766	FTJONES
2505230058	TS	05/23/2025	Friday	18:19:22	EAST ST/HIGHWAY 3	4186	FTJONES
2505230060	CIVIL	05/23/2025	Friday	19:00:58	12150 COWAN ST	4186	FTJONES
2505230062	CIVIL	05/23/2025	Friday	19:42:19	12071 OAK MILL DR	4187	FTJONES
2505240029	CITASST	05/24/2025	Saturday	10:35:09	12075 OAK MILL DR	3766	FTJONES
2505250080	FU	05/25/2025	Sunday	18:09:20	11842 DIGGLES ST	3766	FTJONES
2505260027	DP	05/26/2025	Monday	11:18:58	12150 COWAN ST	3766	FTJONES
2505260035	FND	05/26/2025	Monday	12:58:18	12131 COWAN ST	3766	FTJONES
2505270030	ANIMAL	05/27/2025	Tuesday	15:12:52	12079 MAIN ST	4001	FTJONES
2505290046	EA	05/29/2025	Thursday	16:17:09	11549 MAIN ST	3109	FTJONES
2505290055	WI	05/29/2025	Thursday	19:51:12	(UNKNOWN	FORT JONES TRAILER	FTJONES
2505300003	SUSP	05/30/2025	Friday	00:39:36	12036 MAIN ST	3401	FTJONES
2505300024	TS	05/30/2025	Friday	12:58:14	MAIN ST/DOUGLAS	3109	FTJONES
2505300027	OWAS	05/30/2025	Friday	13:32:53	101 BUTTE ST	4001	FTJONES
2505310055	TRSP	05/31/2025	Saturday	16:27:25	12150 COWAN ST	4186	FTJONES
2506010021	TS	06/01/2025	Sunday	13:16:13	12137 N MAIN ST	CALFIRE	FTJONES

Primary Unit	Primary	Case #	Recd Time	Disp Time	Ent Time	OS Time
ETNA1	9401		04:35:25	04:43:57	04:49:27	04:58:33
ETNA1	9401		17:03:01	17:06:42	17:06:47	
ETNA10	9410		11:48:34			11:48:48
ETNA10	9410		15:58:48	15:59:11		15:59:14
ETNA10	9410	25-0047	09:56:57	09:57:24		09:57:45
ETNA10	9410		12:03:55	12:07:28		
ETNA10	9410		14:01:32			14:01:54
ETNA10			19:32:48			
ETNA1	9401		21:21:52	21:25:49	21:30:19	21:37:02
ETNA6	9406		23:04:56	23:09:29	23:11:57	23:19:25
ETNA6	9406		00:17:01	00:19:22	00:19:26	00:22:54
ETNA6	9406		20:54:57			20:55:08
ETNA6	9406		00:07:48	00:24:23	00:24:28	00:29:50
ETNA1	9401		12:07:08	12:24:50		12:49:12
ETNA6	9406		13:24:40	13:25:56		13:31:41
ETNA6	9406		13:33:07			13:33:33
ETNA8	9408		10:00:38	10:02:10		
ETNA8	9408		15:11:38			15:12:05
ETNA10	9410	25-0048	15:19:30	15:21:19		15:23:57
ETNA10	9410		15:42:44			15:43:15
ETNA10	9410		09:18:37	09:20:54		09:44:12
ETNA10	9410		09:45:44	09:48:57		09:49:02
ETNA6	9406		12:51:08	12:52:43	12:52:47	13:03:04
ETNA8	9408	25-0051	09:44:55	09:46:02		09:46:11
ETNA10	9410	25-0055	08:31:09	08:34:58	08:52:39	08:59:19
ETNA10	9410		10:10:29	10:13:07	10:13:10	10:24:22
ETNA10	9410		10:41:22			10:41:58
ETNA10	9410		11:22:11	11:23:16		11:23:28
ETNA10	9410		11:25:47	11:26:43		11:27:24
ETNA10	9410		13:26:06	13:39:02		14:17:13
ETNA10	9410		17:04:55			17:05:16
ETNA10	9410		17:24:49	17:28:04		17:49:35
ETNA10	9410		19:06:27	19:08:30	19:09:27	
ETNA10	9410	25-0056	11:05:15	11:20:28	11:20:32	11:25:02
ETNA10	9410		14:45:55	14:46:06		14:54:05
ETNA10	9410		20:04:00	20:10:24	20:10:32	20:26:48
ETNA10	9410		21:11:59			21:12:34

ETNA10	9410			09:15:26	10:40:35		
ETNA10	9410	25-0057		10:18:09	10:18:23		10:33:39
ETNA1	9401			10:24:21			10:25:02
ETNA6	9406	25-0058		16:09:27	16:10:18	16:10:21	16:20:51
ETNA8	9408			09:03:35	09:04:26		09:04:32
ETNA8	9408			09:33:07	09:33:28		09:33:32
ETNA8	9408			10:05:07			10:05:27
ETNA6	9406	25-0059		14:52:23			14:53:31
ETNA10	9410			00:29:44	00:36:16	00:44:53	01:00:40
ETNA10	9410			16:18:11	16:24:25		16:24:40
ETNA4	2131			18:19:12			18:19:22
ETNA4	2131			18:52:24	19:04:22	19:04:24	19:16:02
ETNA4	2131			19:36:12	19:42:22	19:42:25	19:51:39
ETNA10	9410			10:32:41	11:03:04	11:03:09	11:16:54
ETNA10	9410			18:08:51	18:09:23		
ETNA6	9406			11:13:16	11:41:37	11:58:38	12:05:12
ETNA6	9406	25-0061		12:57:50	12:58:24		
ETNA6	9406			15:12:04	15:29:20		
ETNA1	9401			16:13:00	16:18:21		16:33:42
ETNA1	9401			19:38:22	19:54:58		
ETNA1	9401			00:37:27	00:41:17		00:55:43
ETNA10	9410			12:58:02			12:58:14
ETNA10	9410			13:32:46			13:32:53
ETNA10	9410			16:24:02	16:32:12		
ETNA10	9410			13:15:55			13:16:13

Clear Time	Tow District	Hold For	Stop Date
05:25:51	BASE		
17:32:14	BASE		
12:17:14	BASE		
16:15:38	BASE		
10:26:28	BASE		
12:28:17	BASE		
14:13:13	NORTH COUNTY		
19:36:32	BASE		
22:12:05	BASE		
00:12:12	BASE		
00:52:51			
21:02:06	BASE		
01:07:46	BASE		
14:39:58	BASE		
13:32:30			
13:52:18	BASE		
10:40:27	NORTH COUNTY		
16:19:10	BASE		
15:24:08	BASE		
15:57:16	NORTH COUNTY		
09:48:52	BASE		
10:16:29	BASE		
13:45:24	BASE		
10:41:49	BASE		
10:09:40			
10:29:11	BASE		
11:23:07	BASE		
11:25:16	NORTH COUNTY		
11:36:24	BASE		
14:17:18	BASE		
17:08:08	NORTH COUNTY		
18:54:50	NORTH COUNTY		
19:20:29	NORTH COUNTY		
14:26:41	BASE		
15:54:29	BASE		
21:11:18	NORTH COUNTY		
21:32:40	BASE		

10:54:50	NORTH COUNTY		
10:39:15	BASE		
11:26:49	NORTH COUNTY		
16:43:53	BASE		
09:17:15	NORTH COUNTY		
09:38:33	BASE		
10:14:56	NORTH COUNTY		
14:54:11	NORTH COUNTY		
01:05:44			
16:54:10	BASE		
18:55:27			
19:33:41	BASE		
19:56:26	BASE		
11:36:46	BASE		
18:27:43	BASE		
13:53:44	BASE		
13:00:32	BASE		
15:46:12	NORTH COUNTY		
16:51:43	NORTH COUNTY		
21:09:32	BASE		
01:13:21	NORTH COUNTY		
13:04:27	NORTH COUNTY		
13:35:54	BASE		
16:42:57	BASE		
13:32:42			

Town of Fort Jones

Public Works Report

May 2025

Sewer

We responded to a blocked mainline on Carlock street and cleared the blockage with the flusher truck. We met with SHN and the RWQCB to discuss options for the wastewater treatment plant upgrade.

We explored numerous options for funding the Cowan Street Sewer Improvement Project. We talked with IBank, who has a minimum amount of 1 million per loan. We talked with the RCAC, who would be able to give us a 5.5 percent interest rate on a loan to cover the construction costs associated with this project. We spoke with Brandy from Great Northern Corporation about using some of the Town's CDBG monies to cover the project.

All of the daily readings at the wastewater treatment plant have been recorded and compiled into a usable form. We completed the CIWQS reporting for the month. We received the second new pump for the lift station on Bridge Street and had it installed. Now that lift station has 2 new pumps, a new controller and 4 new floats.

Water

We read all the meters and entered the information into the billing software. The SAFER drought reporting for the month has been completed. We located water lines for all submitted 811 requests within the Town. We handed out shut off notice's door to door. We turned people on and off as they or the office requested. We made notices about work to be performed on East street with a new service connection tie in. We posted those notices around Town and on peoples doors. We worked with the customer Siskiyou Telephone company and contractors to facilitate the new water service tie in.

We assisted a homeowner on Jane Drive with a water shut off. We assisted a homeowner on Sterling Street locate her leak. We dug up a broken meter at Walker Fields and are working

towards getting all the parts necessary to replace it. We dug up and replaced a leaky valve on Scott River Road.

We helped revise the Bulk Water Sales policy to prohibit out of Town use of the Towns water. We look forward to the increased revenue that this will generate for the water system. We assisted the office with getting documents for a proposed LUA with the USFS for the use of one of the Towns hydrants for bulk water, as well as the community hall and Scout Hall for their use in the future.

We worked with Caltrans to get all the necessary paperwork in to be able to dig in their right of way. We helped replace one valve at the bottom of Sterling street. We chlorinated the water twice last month in anticipation of 2 different 0 psi events. We recorded all the readings at the water plant and throughout the system while chlorinating. We sent these records to the SWRCB.

Parks

We took out the trash weekly from the parks. We have been mowing all the parks once per week. We used the weed eater in numerous locations throughout Town. We corresponded with numerous people about the scoreboards at both parks. The scoreboard at the big ballpark is no longer working, and they do not make replacement parts for it anymore. The Little League Scoreboard is starting to malfunction mid game. They are the same make/model of scoreboard. We ordered the materials necessary to build the BBQ pit at the Little League Park. This should be complete by the middle of June.

We ordered all the siding necessary to replace the siding at the Scout Hall. We filled out the project status reports for the Per Capita and Central Park grants. We compiled pictures of the work performed to support the reimbursement request.

We had an incident of a foul ball pole being torn/ vandalized down at the little league park. We are working to get that restored to its former condition. We cleaned the picnic pavilion and put up reserved signs when requested. We repaired sprinklers in the ball parks.

Roads

We took out the trash weekly from the Towns trash cans. We located the Towns storm drains for all 811 requests. We used the weed eater along the sides of the roads in town to try to prevent a catastrophic wildfire.



ADMINISTRATION REPORT

MAY 2025

ADMINISTRATOR

- STIP- Butte and Bower Project: Awaiting final paperwork from Advantage Paving to begin work.
- Cowan Street: Will be researching options to complete the project.
- Per Capita Grant: Reimbursement for \$49,597 has been completed but not yet received. Still going through invoices.
- Scout Hall: Public Works has ordered siding for the building. We are updating the hall with the hope that the public will begin to utilize the space for smaller events/meetings. The goal is to make it an affordable option. The funds to fix it up will be from the Per Capita Grant.
- CDBG: Continue to work on reconciling accounts.
- Museum/Ball Field: June 16th, 2025 the contractors, CRBR will be replacing both roofs. Cecilia, museum manager, has been informed and will be present.
- Audit: I continue to reconcile the CDBG accounts. I was not able to focus on them due to working on the Budget.
- Local Streets and Roads funding program: I have uploaded all the information and submitted it to Cal Smart for review.
- 23/24 ARPA Report: I was able to locate the information needed to complete and submit this report.
- CalPERS: The initial review is still being conducted by CalPERS. Further information they requested is in regard to the Fire Safety employees. This information could potentially qualify for safety benefits, should the Town decide to contract with CalPERS. Financial information has not been received at this time. I will also be looking at information that was submitted to me by the Town Attorney to ensure the cost can be absorbed without any financial issues once the financial impact has been received.
- Attended Sexual Harassment training with staff.
- Attended Cal Cities Luncheon with Town Clerk J. Monday and Mayor DeAndreis.
- Met with Council member LaRiviere, council member Johnson, council member Garcia, and council member DeAndreis weekly.
- Worked on backgrounds for agenda items and received information related to the agenda.
- Worked on FY 2025-2026 Budget.
- Accounts Payable/ Accounts Receivables/ Payroll

- Posted Town Clerk position on Indeed, the Town website, and the Town's Facebook page. Contacted Express Temp Services and Personnel Preference to inquire about using their services.

Unfortunately we had to say goodbye to our Town Clerk, Jessie Monday, whose last day with the Town was May 30th, 2025. She was such a huge asset to the Town and to me. Her energy and wisdom are going to be greatly missed.

**Fort Jones Town Council
Special Meeting Minutes
May 12, 2025**

CERTIFICATION OF POSTING AGENDA

I, Cherie Stephen, Town Administrator for the Town of Fort Jones, hereby certify that the agenda for the May 12, 2025 special meeting of the Town Council was posted at the Town Hall, near the door of the Town Council Chambers, Ace Hardware, on the front window of the Fort Jones Post Office and on the Town's website www.fortjonesca.org on May 9, 2025 by close of business.

I declare under the penalty of perjury that the forgoing is true and correct.

Cherie Stephen, Town Administrator

CALL TO ORDER AND ROLL CALL:

The special meeting of the Fort Jones Town Council was called to order in person by Mayor Madeleine DeAndreis at 6:00 p.m. In addition to the mayor, councilmembers present were Michelle DeCausmaker, Mercedes Garcia, Paula Johnson, and Alex LaRiviere by video in Santa Cruz, CA.

Staff present: Cherie Stephen – Town Administrator, Jessie Monday- Town Clerk, Everett Hullquist – Public Works, Chief Joseph Hass- Fort Jones Fire Department, and Chief Joshua Short – Etna/Fort Jones Police Department

PLEDGE OF ALLEGIANCE: Led by Mayor DeAndreis

PUBLIC COMMENTS: No comments.

DISCUSSION / REPORTS / CORRESPONDENCE: NON-ACTION ITEMS:

1. Consideration of approval for Resolution 1138: Resolution Adopting a List of Projects for Fiscal Year 2025-26 Funded by SB 1: The Road Repair and Accountability Act of 2017. Approved. Motion made by Garcia, seconded by LaRiviere. All Ayes.
2. Consideration of approval for Resolution 1139: Resolution of the Town Council of the Town of Fort Jones to Approve the 2025 Meeting Calendar for the Regular City Council Meetings. Garcia states the Ordinance 02.04.010 subsection c states the resolution to amend the meeting times must be made in November or December of the previous year. Motion to approve the resolution made by DeCausmaker, seconded by Johnson. Ayes: Johnson, DeCausmaker, and DeAndreis. Naes: Garcia, and LaRiviere. Motion passes.
3. Consideration of approval for Fee Structure for use of Public Spaces in Fort Jones. Garcia shows back in the minutes the ad hoc that was made for updating the fee schedule was

Johnson and DeAndreis and Everett from Public Works. On the background it says DeCausmaker and DeAndreis met for this discussion. It was also said the council gave permission for the ad hoc to look at the fees for the building rental fees, not for the parks. Mayor DeAndreis says she agrees about taking the parks out of the discussion because she did not realize the softball and baseball leagues had contracts with the Town. Mayor DeAndreis then asks staff what their opinions are. Chief Short says having people reserve the parks is a good idea because then the PD can be informed about the event. Everett from Public Works says citizens pay taxes so they should have access to the parks for free. He also states the Town Hall should be free to the citizens because it never gets used anymore because people cannot afford it. It is explained that anyone can come into the park but if someone rents it from the Town, they then get the right to call staff to have anyone vacated that they don't want at their event. Clerk Monday asks if the parks are still included in the discussion because earlier it was stated that it was being taken out of the discussion. She also says the Scout Hall should be free until people realize it is available for use. Then we can charge for the Town Hall but give an alternative if they cannot afford it. Councilmember LaRiviere moves to table this item. We need more clarification about the baseball contracts and this item needs to be reviewed and reworded with all the information. Seconded by Garcia. Direction given to staff to make application for Scout Hall rental. Motion amended by Johnson to Table item with removal of park rental and direction to make Scout Hall application. Seconded by DeCausmaker. All Ayes.

ADJOURNMENT:

The meeting was adjourned at 6:59 p.m. The next regular town council meeting is scheduled to be held on May 12th, 2025, at 7:00 p.m.

Attest:

Cherie Stephen, Town Administrator

Approved:

Madeleine DeAndreis, Mayor

**Fort Jones Town Council
Regular Meeting Minutes
May 12, 2025**

CERTIFICATION OF POSTING AGENDA

I, Cherie Stephen, Town Administrator for the Town of Fort Jones, hereby certify that the agenda for the May 12, 2025 regular meeting of the Town Council was posted at the Town Hall, near the door of the Town Council Chambers, Ace Hardware, on the front window of the Fort Jones Post Office and on the Town's website www.fortjonesca.org on May 9, 2025 by close of business.

I declare under the penalty of perjury that the forgoing is true and correct.

Cherie Stephen, Town Administrator

CALL TO ORDER AND ROLL CALL:

The special meeting of the Fort Jones Town Council was called to order in person by Mayor Madeleine DeAndreis at 7:01 p.m. In addition to the mayor, councilmembers present were Michelle DeCausmaker, Mercedes Garcia, Paula Johnson, Alex LaRiviere by video from Santa Cruz, CA.

Staff present: Cherie Stephen – Town Administrator, Jessie Monday- Town Clerk, Everett Hullquist – Public Works, Chief Joseph Hess- Fort Jones Fire Department, and Chief Joshua Short – Etna/Fort Jones Police Department

PLEDGE OF ALLEGIANCE: Led by Mayor DeAndreis

PUBLIC COMMENTS: No comments.

DISCUSSION / REPORTS / CORRESPONDENCE: NON-ACTION ITEMS:

A. Police Department Monthly Report. Chief Short reporting. Stats for April 2025 included. Mayor DeAndreis asks if we have a homeless issue. Chief Short says Etna Police Department will take calls from citizens reporting homeless in town and the officers will talk with them and help them get what they need or get to where they are trying to get to. There are no resources for them in Fort Jones so most of the time they are just passing through. Mayor DeAndreis asks what Etna Police Department is doing about the speeding through town. The department is doing saturation patrols, writing tickets, and posting a message board that also has a radar on it that will give you statistics on how many cars are going by at what time and at what speed. The department is working with the county to drop the speed limit on Scott River Road to 25 MPH in the next couple of weeks.

B. Fire Department Monthly Report. Chief Hess reporting. Written report included. Burning permits are still getting issued. The Chief is talking with CalFire and will probably put out

the burning ban around the same time as CalFire for Town which will be around end of June or beginning of July. Pro Tem DeCausmaker asks if Chief Hess could make a report to tell the council what our recruitment retention officer is doing. She is getting paid 98% of her wages through a grant the Town was awarded, and they would like to hear more about what she is doing for the Town and Fire Department. The Town pays a couple of thousand dollars a year for her benefits. Mayor DeAndreis asks if the FD has CPR certification classes? They currently do not because they do not have a firefighter that has the training to teach a CPR class, but Chief Hess will investigate it if there is interest from the public.

C. Public Works Monthly Report. Everett presenting. Written report provided. A picture of a map was given to Council of the current wastewater facility and where the proposed new location is. The flood plain is rising, and it puts the wastewater treatment facility (WWTF) in the flood zone. It is proposed to move it closer to Town. Moving the WWTF would be cheaper than keeping it where it is and raising the facility to get it out of the flood elevation. To put it in the proposed area the Town would need to buy the land from the Finley Ranch. The owner has already stated he would sell it to the Town. The facility should not smell and will have a green privacy fence around it with signs saying Wastewater Plant. Everett says we should send out a letter telling them what not to flush down the toilet like feminine products.

D. Administrative Monthly Report. Administrator Stephen reporting. Worked on the budget while out of the office. Invoiced Town grants that had reimbursables. Waiting for the contractor to get ahold of her to give her dates to be able to work on the roof at the ball field and the museum. Admin Stephen thanks Council and staff for supporting her through this difficult time. Pro Tem DeCausmaker asks about the expenses for our IT services? They are very high. Admin Stephens says the checks were written for multiple months of the retainer and the expenses for the cameras and laptops. She also states we need to cut down attorney fees because the fees have cost the Town about \$10,000 so far. That is why he isn't present tonight. Mayor DeAndreis asks why the security cameras did not come to council to be approved. They were not budgeted. Admin Stephen says it was talked about in the past.

CONSENT CALENDAR:

1. Items listed on the consent calendar are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of the council or the public.

a.) Approval of Minutes:

i. Special Meeting April 23, 2025

b.) Ratification of Disbursements: April 1 through 30, 2025

c.) Review Budget vs Actual July 1, 2024 through April 30, 2025

Consent calendar approved with motion made by Garcia, seconded by LaRiviere. All Ayes.

DISCUSSION / REPORTS: ACTION ITEMS:

2. Consideration of Approval and Second reading of Ordinance 2025-2 adding Chapter 3.12 "Purchasing" to Establish Purchasing Procedures, Including Cooperative Purchasing, and Informal Bidding Procedures Pursuant to California Uniform Public Construction Cost Accounting (CUPCCA).

Motion to approve Ord. 2025-02 second reading by title only made by Garcia, seconded by LaRiviere. All Ayes.

3. Consideration of Approval and Second reading of Ordinance 2025-04 to Designate Fire Hazard Severity Zones and Consideration of Approval and Second reading of Ordinance 2025-05 to Amend Sections of the Fort Jones Municipal Code Regarding Fire Hazard Severity Zones.

Motion to approve Ord. 2025-04 second reading by title only made by Garcia, seconded by LaRiviere. All Ayes

COUNCIL MEMBER REPORTS:

DeCausmaker: Siding for Scout Hall was ordered by Everett. Will be Bull Dog green. That is our elementary schools color and mascot. The BBQ made by the high school welding class is at the park and Sam Amillio is laying the brick for the BBQ to be put on. That will be the last piece of the park grant.

DeAndreis: Attended the AB1234 training with Cliff Munson in Etna. Training was very helpful on how to conduct yourself as a council member. Be respectful to all online and in person. Directs staff to email the Conflict-of-Interest code to her. The mayor would also like to get together with staff to fix how the notices for shutting off areas of water can be more effective.

ADJOURNMENT:

The meeting was adjourned at 8:08 p.m. The next regular town council meeting is scheduled to be held on June 9, 2025, at 6:00 p.m.

Attest:

Cherie Stephen, Town Administrator

Approved:

Madeleine DeAndreis, Mayor

	BUDGET VS ACTUAL			
	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
11 - General Government Income				
4731 - Advertising	150.00			
4800 Housing Element				
4801 - 20-LEAP-15250 hcd	23,230.00			
Total 4800 Housing Element	23,230.00			
4099 - Property Taxes				
Slater Fire Prop Tax	0.00	342.00	-342.00	0.0%
4100 - Secured Current	112,098.95	123,249.00	-11,150.05	90.95%
4101 - Unsecured Current	5,426.01	5,052.00	374.01	107.4%
4102 - Unsecured Delinquent	69.06	312.00	-242.94	22.14%
4106- Supp Int	0.00	22.00	-22.00	0.0%
4108- Supp Del	7.66	145.13	-137.47	5.28%
4507 - Homeowner Alloc	918.05	1,688.76	-770.71	54.36%
4508 - VLF Net	77,823.04	90,271.20	-12,448.16	86.21%
4512 - Off Highway Vehicle Tax	0.00	0.00	0.00	0.0%
4514- Unsec Interest	0.00	8.20	-8.20	0.0%
4516- Sup Current	269.56	4,138.00	-3,868.44	6.51%
4518 - CA Fish& Game PILT	81.40	0.00	81.40	100.0%
Total 4099 - Property Taxes	196,693.73	225,228.29	-28,534.56	87.33%
4111 - Sales Tax	302,242.79	315,909.51	-13,666.72	95.67%
4214 - Land Use	25.00	594.00	-569.00	4.21%
4215e - Tax Allocation - Parks	0.00	0.00	0.00	0.0%
4216 - Franchises	10,527.31	8,674.00	1,853.31	121.37%
4218 - Business License	1,583.66	6,378.03	-4,794.37	24.83%
4300 - Vehicle Fines (County)	44.67			
4301- Fees Booking	0.00	0.00	0.00	0.0%
4302- Fees Collection Cost	-65.33	-0.52	-64.81	12,563.46%
4303 - Vehicle Fees	461.77	58.07	403.70	795.2%

4304-Fees Other	996.67			
4400 - Hall Rental	12,480.00	6,236.00	6,244.00	200.13%
4410 - Interest General Fund	0.00	20.11	-20.11	0.0%
4504 - Motor Vehicle in Lieu	0.00	899.00	-899.00	0.0%
4533 - Restitution	69.95			
4730 - Miscellaneous	165.93	12,033.67	-11,867.74	1.38%
Transfer In - Admin	0.00	0.00	0.00	0.0%
Transfer Out - Tax Allocation	0.00	0.00	0.00	0.0%
II - General Government Income - Other	260.00	300.00	-40.00	86.67%
Total II - General Government Income	548,866.15	576,330.16	-27,464.01	95.24%
2I - Public Safety Income				
2a - Law Enforcement				
4111- Growth Alloc	0.00	465.00	-465.00	0.0%
4112 - COPS Allocation	0.00	209,688.00	-209,688.00	0.0%
4115 - 17-18 Growth Allocation	0.00	0.00	0.00	0.0%
4116 - Prop172	0.00	4,792.34	-4,792.34	0.0%
4117 - Tax Allocation - Law Enf	339.31	0.00	339.31	100.0%
Animal Control				
4230 - Dog Licenses	475.00	340.00	135.00	139.71%
Animal Control - Other	600.00			
Total Animal Control	1,075.00	340.00	735.00	316.18%
Total 2a - Law Enforcement	1,414.31	215,285.34	-213,871.03	0.66%
2b - Fire Protection				
4760 - Donations	2,000.00			
4740 - Fire Dept.	1,134.42	31,165.90	-30,031.48	3.64%
4741 - Tax Allocation - Fire	0.00	0.00	0.00	0.0%
4750 - Strike Team Income	651,477.00	145,152.88	506,324.12	448.82%
Total 2b - Fire Protection	654,611.42	176,318.78	478,292.64	371.27%
Total 2I - Public Safety Income	656,025.73	391,604.12	264,421.61	167.52%
3I - Public Works Income				
3d - Park Income				
6001 - Donations	200.00			

6004 - Walker Field Rent	570.00			
Total 3d - Park Income	770.00			
3a - Streets Income				
4499 - Gas Tax 2103	5,954.42	5,500.33	454.09	108.26%
4500 - Gas Tax 2106	6,853.04	7,889.02	-1,035.98	86.87%
4501 - Gas Tax 2107	5,175.76	5,346.82	-171.06	96.8%
4502 - Gas Tax 2107.5	1,000.00	1,000.00	0.00	100.0%
4503 - Gas Tax 2105	4,657.44	3,923.04	734.40	118.72%
4530 - Local Transportation	6,783.29	20,157.84	-13,374.55	33.65%
4534-Prop 42 TCRF	0.00	0.00	0.00	0.0%
4538-Vehicle License Fee	3.88	963.00	-959.12	0.4%
4540 - Tax Allocation - Roads	17,277.20	0.00	17,277.20	100.0%
SB1	64,221.35	10,202.91	54,018.44	629.44%
3a - Streets Income - Other	0.00	1,127.61	-1,127.61	0.0%
Total 3a - Streets Income	111,926.38	56,110.57	55,815.81	199.48%
3b - Sewer Income				
4216 - FOG	200.00			
4210 - Tax Allocation - Sewer	331.75	0.00	331.75	100.0%
4212 - Sewer Revenue	159,197.05	140,896.71	18,300.34	112.99%
4213 - Connections & Fees	8,000.00	7,500.00	500.00	106.67%
4214 - Material Reimbursement	1,021.30			
3b - Sewer Income - Other	0.00	4,549.92	-4,549.92	0.0%
Total 3b - Sewer Income	168,750.10	152,946.63	15,803.47	110.33%
3c - Water Income				
4811 Service Charge	-75.00			
4880- Backflow Device Testing	1,625.00			
4810 - Water Revenue	141,114.60	160,685.74	-19,571.14	87.82%
4812 - Bulk Water Sales	716,974.14	415.00	716,559.14	172,764.85%
4815 - Tax Allocation - Water	2,241.56	0.00	2,241.56	100.0%
4820 - Water Interest	14.07	53.97	-39.90	26.07%
4830 - Water Connections	42.00	500.00	-458.00	8.4%
4840 - Gretchen Acres Assess	479.54	2,751.38	-2,271.84	17.43%

3c - Water Income - Other	0.00	6,457.64	-6,457.64	0.0%
Total 3c - Water Income	862,415.91	170,863.73	691,552.18	504.74%
Total 3I - Public Works Income	1,143,862.39	379,920.93	763,941.46	301.08%
5I - American Rescue Plan Act				
4915 - ARPA Income	0.00	83,712.28	-83,712.28	0.0%
Total 5I - American Rescue Plan Act	0.00	83,712.28	-83,712.28	0.0%
4900 - CBDG Interest				
MI Bank/LAIF Interest	0.00	141.36	-141.36	0.0%
4900 - CBDG Interest - Other	20,850.99	14,023.04	6,827.95	148.69%
Total 4900 - CBDG Interest	20,850.99	14,164.40	6,686.59	147.21%
4901 - SCORE Reimbursement	6,629.00	1,872.00	4,757.00	354.11%
4903 - Library Reimbursement	15,389.15	9,686.35	5,702.80	158.88%
4904 - SWRCB Reimbursement	0.00	15,220.00	-15,220.00	0.0%
4911 Coronavirus Relief Fund	0.00	-514.80	514.80	0.0%
4950-Housing Interest	0.00	515.02	-515.02	0.0%
Housing Interest	0.00	18,525.00	-18,525.00	0.0%
Total Income	2,391,623.41	1,491,035.46	900,587.95	160.4%
Gross Profit	2,391,623.41	1,491,035.46	900,587.95	160.4%
Expense				
1E- General Government Expense				
5801 Engineering	2,500.00			
5000-Payroll				
5040 - Town Clerk Payroll	17,521.25			
5050 - Administrator Payroll	85,181.56			
5010 - Mayor Stipend	1,800.00	2,340.00	-540.00	76.92%
5020 - Clerk Payroll	5,155.89	3,800.00	1,355.89	135.68%
5030 - Accounting Clerk Payroll	10,010.00			
5060 - Library Payroll	14,512.00	10,871.00	3,641.00	133.49%
5070 - Council/Election	7,600.83	1,461.59	6,139.24	520.04%
Total 5000-Payroll	141,781.53	18,472.59	123,308.94	767.52%
5310-Retirement Fund	11,788.77	11,339.77	449.00	103.96%
5800 Donations	2,200.00			

Equipment Rental	3,769.43			
2285 - IT Services	29,285.12	14,943.44	14,341.68	195.97%
5220- Supp\USPS	21,920.30	6,693.68	15,226.62	327.48%
5400 - Professional Fees				
5401 - Legal Fees	46,892.73	23,640.05	23,252.68	198.36%
5402 - Audit Fees	4,450.00	10,428.75	-5,978.75	42.67%
5403 - Consulting Fees	0.00	110,955.57	-110,955.57	0.0%
5404 - Engineering Fees - Annex	2,000.00	0.00	2,000.00	100.0%
5405 - Reimbursed Expenses	0.00	2,001.20	-2,001.20	0.0%
5400 - Professional Fees - Other	0.00	0.00	0.00	0.0%
Total 5400 - Professional Fees	53,342.73	147,025.57	-93,682.84	36.28%
5500- Planning				
5502 - City Promotion	0.00	4,901.63	-4,901.63	0.0%
5501 - Economic Development				
15250 - LEAP	29,251.61			
5501 - Economic Development - Other	21,414.39	4,166.70	17,247.69	513.94%
Total 5501 - Economic Development	50,666.00	4,166.70	46,499.30	1,215.97%
5500- Planning - Other	500.00	6,380.25	-5,880.25	7.84%
Total 5500- Planning	51,166.00	15,448.58	35,717.42	331.2%
5140 - Admin Payroll	13,367.43	66,014.49	-52,647.06	20.25%
5600- Misc.	230.00	2,322.26	-2,092.26	9.9%
5700- Publication	1,934.00	0.00	1,934.00	100.0%
5705 - Dues and Subscriptions	4,882.00	3,218.15	1,663.85	151.7%
6205- Health Insurance	52,647.23	12,586.86	40,060.37	418.27%
6300- Insurance				
6204- Workers Compensation	80,311.00	6,395.42	73,915.58	1,255.76%
6303- Liability Insurance	0.00	3,578.97	-3,578.97	0.0%
6304 -Property Insurance	0.00	0.00	0.00	0.0%
6305 - Crime Insurance	0.00	29.45	-29.45	0.0%
6300- Insurance - Other	0.00	0.00	0.00	0.0%
Total 6300- Insurance	80,311.00	10,003.84	70,307.16	802.8%
6301- Insurance Expense	0.00	0.00	0.00	0.0%

6400- Property Tax	1,277.04	341.90	935.14	373.51%
6406- 98 Bank Charge	0.00	558.00	-558.00	0.0%
9150-City Hall Expenses				
9152- Propane	8,434.87	14,116.17	-5,681.30	59.75%
9156 - Equipment	1,907.76			
1-012 - City Hall Power	2,425.30	4,648.90	-2,223.60	52.17%
9151 - City Hall water	0.00	344.23	-344.23	0.0%
2281- City Hall Phone	150.18	0.00	150.18	100.0%
6601-Library Expense	0.00	0.00	0.00	0.0%
9153- Emergency expenses	840.73			
9154 - Disposal 2 yd Bin	1,805.00	2,009.00	-204.00	89.85%
9155 - Equipment Finance	617.64	4,540.90	-3,923.26	13.6%
9150-City Hall Expenses - Other	6,252.71	563.85	5,688.86	1,108.93%
Total 9150-City Hall Expenses	22,434.19	26,223.05	-3,788.86	85.55%
1E- General Government Expense - Other	355.56	1,607.64	-1,252.08	22.12%
Total 1E- General Government Expense	495,192.33	336,799.82	158,392.51	147.03%
2E- Public Safety Expense				
2EA- Law Enforcement Expense				
7120 - Admin Allocation - Law E	0.00	0.00	0.00	0.0%
7125 - Law Enforcement Services	233,197.76	223,156.00	10,041.76	104.5%
7135- Police Maintenance	0.00	4,000.00	-4,000.00	0.0%
7145- Dispatch	0.00	5,125.00	-5,125.00	0.0%
7180 - Law Enforcement - Other	0.00	0.00	0.00	0.0%
7181 - Law Enforcement Phones	1,994.24	2,021.29	-27.05	98.66%
Animal Control				
7930- Animal Control	0.00	0.00	0.00	0.0%
Total Animal Control	0.00	0.00	0.00	0.0%
2EA- Law Enforcement Expense - Other	0.00	37.21	-37.21	0.0%
Total 2EA- Law Enforcement Expense	235,192.00	234,339.50	852.50	100.36%
2EB- Fire Department Expense				
7521 - Fleet Maintenance	13,083.60			
7562 - R&R Payroll	32,880.00			

7509 - Fire Chief Payroll	68,093.76			
7561 - Retention and Recruitmen	150.39			
7560 - 50/50 Grant	24,141.37			
7515 - FD Sleeper Grocery	509.63	1,181.03	-671.40	43.15%
7532 - FF Training	2,087.01	2,050.54	36.47	101.78%
Crime Insurance	0.00	53.52	-53.52	0.0%
7550 - Misc Expense _ Fire Dept	500.00	4,023.33	-3,523.33	12.43%
6310- Property Insurance	0.00	741.01	-741.01	0.0%
7500 - Admin Allocation - Fire	0.00	0.00	0.00	0.0%
7505 - Liability Insurance	0.00	3,932.38	-3,932.38	0.0%
7506 - Work Comp Insurance	0.00	7,032.72	-7,032.72	0.0%
7507 - Auto Insurance	0.00	5,346.85	-5,346.85	0.0%
7510- Fire Dept Payroll				
7513 - Calls & Trainings	10,986.00	12,049.62	-1,063.62	91.17%
7510- Fire Dept Payroll - Other	0.00	29,807.75	-29,807.75	0.0%
Total 7510- Fire Dept Payroll	10,986.00	41,857.37	-30,871.37	26.25%
7511- Firefighter Physicals	0.00	0.00	0.00	0.0%
7512 - Live Scan	0.00	0.00	0.00	0.0%
7520 - Fire Dept Supl & Mtnce	75,275.68	47,017.32	28,258.36	160.1%
7525- Pub Safety Fuel & Oil				
7526- Gas Reimbursement	112.56			
7525- Pub Safety Fuel & Oil - Other	11,153.82	12,921.51	-1,767.69	86.32%
Total 7525- Pub Safety Fuel & Oil	11,266.38	12,921.51	-1,655.13	87.19%
7540 - Fire Dept. Utilities				
1-001- Fire Dept. Power Bill	5,196.21	4,516.30	679.91	115.06%
2261- Fire Dept. Phone	4,976.76	4,553.20	423.56	109.3%
2262 - Disposal	1,805.00	2,009.00	-204.00	89.85%
7541- Propane	454.42	1,415.59	-961.17	32.1%
Total 7540 - Fire Dept. Utilities	12,432.39	12,494.09	-61.70	99.51%
2EB- Fire Department Expense - Other	9,108.61	1,465.40	7,643.21	621.58%
Total 2EB- Fire Department Expense	260,514.82	140,117.07	120,397.75	185.93%
2EC - Strike Team Expenses				

7516 - Lodging	2,743.25			
7514 Seasonal FF Payroll	48,104.00	29,300.00	18,804.00	164.18%
Crime Insurance	0.00	53.52	-53.52	0.0%
6311 - Property Insurance	0.00	743.19	-743.19	0.0%
7502 - Auto Insurance	0.00	5,346.85	-5,346.85	0.0%
7505b - Liability Insurance	0.00	3,932.09	-3,932.09	0.0%
7506b - Workers Comp Ins	0.00	7,032.72	-7,032.72	0.0%
7513 Fleet Maintenance - Strike	0.00	19,938.76	-19,938.76	0.0%
7515 - Strike Team Payroll	289,816.92	64,878.03	224,938.89	446.71%
7516 - Payroll Taxes				
7517 - FICA	0.00	0.00	0.00	0.0%
7518 - Medicare	0.00	0.00	0.00	0.0%
7519 - SUI	0.00	0.00	0.00	0.0%
Total 7516 - Payroll Taxes	0.00	0.00	0.00	0.0%
2EC - Strike Team Expenses - Other	395.00			
Total 2EC - Strike Team Expenses	341,059.17	131,225.16	209,834.01	259.9%
Total 2E- Public Safety Expense	836,765.99	505,681.73	331,084.26	165.47%
3E- Public Works Expense				
Bulk Water	31,718.08			
3EA- Streets				
8505 - Clothes Allowance	0.00	33.06	-33.06	0.0%
Crime Insurance	0.00	6.58	-6.58	0.0%
1-000 - Street Lights				
02 HPSV Lights	552.71	599.69	-46.98	92.17%
02 HPSV Metal Lights	352.56	281.89	70.67	125.07%
10 HPSV Wood Lights	3,592.64	3,765.12	-172.48	95.42%
11 HPSV Lights	1,938.94	1,550.22	388.72	125.08%
72 HPSV Lights	15,836.59	12,600.62	3,235.97	125.68%
Total 1-000 - Street Lights	22,273.44	18,797.54	3,475.90	118.49%
6306- Property Insurance	0.00	0.00	0.00	0.0%
8110 - Admin Allocation - Stree	0.00	0.00	0.00	0.0%
8120- Street Mtnce/Utilities				

1-005 - Barn Power	3,376.06	1,988.71	1,387.35	169.76%
1-006 Barn Maintenance	819.95	786.62	33.33	104.24%
1-007 - Phone Bill	1,076.03	1,059.46	16.57	101.56%
8121- Street Maintenance				
8128- Cowan St Consulting	2,236.00			
8126- LTC	0.00	0.00	0.00	0.0%
8127- STIP Project - Consulting	4,300.00	3,482.75	817.25	123.47%
8121- Street Maintenance - Other	4,960.64	1,261.47	3,699.17	393.24%
Total 8121- Street Maintenance	11,496.64	4,744.22	6,752.42	242.33%
8120- Street Mtnce/Utilities - Other	0.00	98.00	-98.00	0.0%
Total 8120- Street Mtnce/Utilities	16,768.68	8,677.01	8,091.67	193.25%
8130- Equipment Maintenance				
8131- Fuel & Oil	166.85	0.00	166.85	100.0%
8132- Repairs	1,851.07	198.34	1,652.73	933.28%
8133- Parts & Supplies	1,146.94	5,090.23	-3,943.29	22.53%
8134- Equipment Purchases	27.92			
8135- Roads	0.00	0.00	0.00	0.0%
Total 8130- Equipment Maintenance	3,192.78	5,288.57	-2,095.79	60.37%
8136 -Auto Insurance	0.00	0.00	0.00	0.0%
8137- Mobile Equip	0.00	148.45	-148.45	0.0%
8199- Road Payroll	14,809.57	16,518.00	-1,708.43	89.66%
8200- Major Street Const.				
8240 - SB1	58,963.00			
8245 - STIP	344.00	50.00	294.00	688.0%
8200- Major Street Const. - Other	0.00	1,431.75	-1,431.75	0.0%
Total 8200- Major Street Const.	59,307.00	1,481.75	57,825.25	4,002.5%
8250 - Street Engineering	0.00	0.00	0.00	0.0%
8509 - Liability Insurance	0.00	414.34	-414.34	0.0%
8511 - Work Comp Insurance	0.00	764.44	-764.44	0.0%
3EA- Streets - Other	1,500.00	121.22	1,378.78	1,237.42%
Total 3EA- Streets	117,851.47	52,250.96	65,600.51	225.55%
3E- Public Works Expense - Other	7,247.85			

Total 3E- Public Works Expense	156,817.40	52,250.96	104,566.44	300.12%
3EB- Sewer Expense				
8523 - WWTP	10,729.57			
8545 - Clothes Allowance	0.00	0.00	0.00	0.0%
Crime Insurance	0.00	4.58	-4.58	0.0%
6308-Property Insurance	0.00	983.86	-983.86	0.0%
8505 - Admin Allocation - Sewe	0.00	0.00	0.00	0.0%
8510- Sewer Payroll	17,485.70	9,902.50	7,583.20	176.58%
8520- Sewer Expenses				
1-015 - Sewer Power bill	595.07	333.26	261.81	178.56%
1-019 bbp sewer	227.78	194.10	33.68	117.35%
8521- Sewer Rep & Mtnce				
8524- Cowan Street	14,364.00			
8525- Emergency Sewer	1,388.85			
8521- Sewer Rep & Mtnce - Other	7,248.16	10,667.09	-3,418.93	67.95%
Total 8521- Sewer Rep & Mtnce	23,001.01	10,667.09	12,333.92	215.63%
8527 Fuel-Oil	0.00	0.00	0.00	0.0%
8553- Auro Insurance	0.00	631.76	-631.76	0.0%
8520- Sewer Expenses - Other	151.13	3,844.08	-3,692.95	3.93%
Total 8520- Sewer Expenses	23,974.99	15,670.29	8,304.70	153.0%
8522 - Waste Water Monitoring	4,681.21	10,374.48	-5,693.27	45.12%
8530- Sewer Supplies	5,942.32	486.61	5,455.71	1,221.17%
8535-Office	0.00	750.00	-750.00	0.0%
8540- State Fees	32,150.00	28,140.00	4,010.00	114.25%
8549- Mobile Equip.	0.00	148.45	-148.45	0.0%
8550 - Liability Insurance	0.00	552.81	-552.81	0.0%
8551 - Work Comp Insurance	0.00	1,019.91	-1,019.91	0.0%
8552 - Training	507.56	340.00	167.56	149.28%
Sewer Testing	900.57	304.51	596.06	295.74%
3EB- Sewer Expense - Other	26.25			
Total 3EB- Sewer Expense	96,398.17	68,678.00	27,720.17	140.36%
3EC- Water Expense				

8770 - Water Rate Study 2025	3,526.00			
8618 - Clothes Allowance	0.00	0.00	0.00	0.0%
Crime Insurance	0.00	4.58	-4.58	0.0%
6307-Property Insurance	0.00	3,453.90	-3,453.90	0.0%
8605 - Allocate Admin - Water	-100.60	0.00	-100.60	100.0%
8609- Water Training	207.71	3,255.00	-3,047.29	6.38%
8610- Water Parts & Supplies	2,650.23	4,375.19	-1,724.96	60.57%
8612- Water Office & Postage	110.28	4,531.27	-4,420.99	2.43%
8615- Water Payroll	84,810.00	62,338.25	22,471.75	136.05%
8620- Water Repairs & Mtnce	20,766.60	25,391.32	-4,624.72	81.79%
8623- Mobile Equip.	3,698.63	148.45	3,550.18	2,491.5%
8624 - Auto Insurance	0.00	631.76	-631.76	0.0%
8625- Water Liability Ins	0.00	691.59	-691.59	0.0%
8626 - Work Comp	0.00	1,275.25	-1,275.25	0.0%
8627 - Fuel-Oil	5,048.70	5,439.59	-390.89	92.81%
8630- Water Fees & Testing	12,898.46	4,411.39	8,487.07	292.39%
8640- Water Utilities				
1-000 - Water Power				
New Pump	17,867.58	14,337.68	3,529.90	124.62%
Old pump	943.92	782.59	161.33	120.62%
Total 1-000 - Water Power	18,811.50	15,120.27	3,691.23	124.41%
1-001 - Water Phones				
468-2598	2,911.29	2,808.85	102.44	103.65%
468-5864	0.00	870.95	-870.95	0.0%
Cell	1,309.82	1,477.45	-167.63	88.65%
1-001 - Water Phones - Other	0.00			
Total 1-001 - Water Phones	4,221.11	5,157.25	-936.14	81.85%
8640- Water Utilities - Other	2,470.80			
Total 8640- Water Utilities	25,503.41	20,277.52	5,225.89	125.77%
8650- Water Engineering	0.00	28,442.50	-28,442.50	0.0%
8660- Water Interest				
8632 - Revenue Bond Interest	0.00	11,055.15	-11,055.15	0.0%

8660- Water Interest - Other	-4.35			
Total 8660- Water Interest	-4.35	11,055.15	-11,059.50	-0.04%
3EC- Water Expense - Other	4.59	4,319.70	-4,315.11	0.11%
Total 3EC- Water Expense	159,119.66	180,042.41	-20,922.75	88.38%
3EG -8690 -Water Planning Grant	0.00	783.75	-783.75	0.0%
4E- Parks & Recreation Expense				
9151- City Hall Maintenance	129.74	16,637.94	-16,508.20	0.78%
9115 - Clothes Allowance	0.00	0.00	0.00	0.0%
Crime Insurance	0.00	4.58	-4.58	0.0%
9116 - Janitorial Payroll	20,398.65	8,464.30	11,934.35	241.0%
02 Admin Allocation - Parks	0.00	0.00	0.00	0.0%
03 Parks & Recreation Grants				
2020 Per Capita - Scout Hall	322.52	11,654.12	-11,331.60	2.77%
2002 PerCapita				
Museum Improvements	570.00			
Total 2002 PerCapita	570.00			
2020 Per Capita - LLP				
Improvements	0.00	28,485.32	-28,485.32	0.0%
LLP Project Payroll	515.13	4,899.50	-4,384.37	10.51%
2020 Per Capita - LLP - Other	0.00	2,979.00	-2,979.00	0.0%
Total 2020 Per Capita - LLP	515.13	36,363.82	-35,848.69	1.42%
03 Parks & Recreation Grants - Other	36.07			
Total 03 Parks & Recreation Grants	1,443.72	48,017.94	-46,574.22	3.01%
6305- Property Ins Parks				
9104- Mobile Equip.	0.00	148.45	-148.45	0.0%
6305- Property Ins Parks - Other	0.00	3,950.69	-3,950.69	0.0%
Total 6305- Property Ins Parks	0.00	4,099.14	-4,099.14	0.0%
9105- Auto Insurance	0.00	631.76	-631.76	0.0%
9106 - Work Comp Parks	0.00	2,041.70	-2,041.70	0.0%
9107 - Liability Ins Parks	0.00	1,108.17	-1,108.17	0.0%
9108 - L.L. Park	0.00	4,632.95	-4,632.95	0.0%
9109- Parks Payroll	19,563.39	17,409.50	2,153.89	112.37%

9110 - Park Expense	0.00	495.40	-495.40	0.0%
9130- Ball Park Expenses				
1-002 - LLP Snack	594.00	458.24	135.76	129.63%
1-013 - BBP lights	3,483.19	3,176.16	307.03	109.67%
1-014 - LLP lights	344.20	348.31	-4.11	98.82%
1-017 - BBP pump	244.74	219.72	25.02	111.39%
9131- Maintenance & Supplies	229.67	4,685.46	-4,455.79	4.9%
9130- Ball Park Expenses - Other	71.22	0.00	71.22	100.0%
Total 9130- Ball Park Expenses	4,967.02	8,887.89	-3,920.87	55.89%
9140- Scout Hall Expenses				
1-006 - Scout Hall Power	1,669.03	916.62	752.41	182.09%
9141- Scout Hall Repairs	0.00	3,971.04	-3,971.04	0.0%
Total 9140- Scout Hall Expenses	1,669.03	4,887.66	-3,218.63	34.15%
9160- Museum Expenses				
1-004 - Museum Electricity	959.60	839.82	119.78	114.26%
1-XXX - Museum Monitor Fuel	885.72	5,676.96	-4,791.24	15.6%
5568- Museum Phone	1,077.46	1,061.00	16.46	101.55%
9161- Museum Maintenance	11,883.12			
Total 9160- Museum Expenses	14,805.90	7,577.78	7,228.12	195.39%
4E- Parks & Recreation Expense - Other	942.56	648.29	294.27	145.39%
Total 4E- Parks & Recreation Expense	63,920.01	125,545.00	-61,624.99	50.91%
4EF - Sewer Grant	0.00	20,747.05	-20,747.05	0.0%
5E - American Rescue Plan				
6.1 - Government Expense	0.00	48,338.83	-48,338.83	0.0%
Total 5E - American Rescue Plan	0.00	48,338.83	-48,338.83	0.0%
6504- Payroll Taxes				
Federal Unemployment	3,368.83	1,401.75	1,967.08	240.33%
6506- FICA	56,276.67	24,470.75	31,805.92	229.98%
6508- Medicare	13,161.48	5,723.00	7,438.48	229.98%
6512- SUI	14,035.92	8,860.02	5,175.90	158.42%
6516 - ETT	0.00	0.00	0.00	0.0%
6504- Payroll Taxes - Other	2,020.27	559.98	1,460.29	360.78%

1:00 PM
06/06/25
Accrual Basis

Total 6504- Payroll Taxes	88,863.17	41,015.50	47,847.67	216.66%
6600- Medical Insurance				
6603- Medical Ins Reimb	804.80			
	<u>804.80</u>			
Total 6600- Medical Insurance	804.80			
9700- CBDG Const Housing				
Gen Adm & Program Delivery	0.00	7,324.40	-7,324.40	0.0%
Housing Loans				
Gomez	0.00	582.82	-582.82	0.0%
	<u>0.00</u>	<u>582.82</u>	<u>-582.82</u>	<u>0.0%</u>
Total Housing Loans	<u>0.00</u>	<u>582.82</u>	<u>-582.82</u>	<u>0.0%</u>
Total 9700- CBDG Const Housing	0.00	7,907.22	-7,907.22	0.0%
Payroll Expenses	150,836.26	2,147.69	148,688.57	7,023.19%
Reconciliation Discrepancies	0.00	-457.00	457.00	0.0%
	<u>0.00</u>	<u>-457.00</u>	<u>457.00</u>	<u>0.0%</u>
Total Expense	<u>2,048,717.79</u>	<u>1,389,480.96</u>	<u>659,236.83</u>	<u>147.45%</u>
Net Ordinary Income	342,905.62	101,554.50	241,351.12	337.66%
Other Income/Expense				
Other Income				
Insurance Claims	70,509.08			
	<u>70,509.08</u>			
Total Other Income	<u>70,509.08</u>			
Net Other Income	<u>70,509.08</u>	<u>0.00</u>	<u>70,509.08</u>	<u>100.0%</u>
Net Income	<u><u>413,414.70</u></u>	<u><u>101,554.50</u></u>	<u><u>311,860.20</u></u>	<u><u>407.09%</u></u>

Town of Fort Jones
Payroll Summary
May 2025

	Hours	Rate	May 25
Employee Wages, Taxes and Adjustments			
Gross Pay			
City Council Member Stipend	3.00		300.00
Retention Recruitment Officer	2.00		7,920.00
Salary (Administrator)	2.00		9,083.08
Salary (Fire Chief)	2.00		8,118.00
Salary (Mayor)	1.00		180.00
Clerk Payroll	16.00	20.00	320.00
FD Calls		10.00	0.00
FD Training		7.00	0.00
Fire Hall Seasonal		150.00	0.00
Firefighter Rate		15.50	0.00
Holiday - Janitorial		18.71	0.00
Janitorial Payroll	97.50	18.71	1,824.23
Library Payroll	59.50	22.00	1,289.00
On-call PW	504.00	2.00	1,008.00
Overtime- Water		40.76	0.00
Overtime-Roads		40.76	0.00
Overtime-Sewer		40.76	0.00
Overtime - Parks/Rec		40.76	0.00
Parks Payroll	69.50	27.17	1,795.92
Per Capita LLP	8.00	22.55	180.40
Road Payroll	40.00	27.17	929.72
Sewer Payroll	60.50	27.17	1,495.95
Sick Pay - Fire		32.00	0.00
Sick Pay - Janitorial		18.71	0.00
Sick Pay - Parks/Rec	0.50	22.55	11.28
Sick Pay - Water	2.00	27.17	54.34
Strike Team	2,802.25	36.75	89,342.20
Town Clerk	93.50	25.00	2,337.50
Town Hall	6.00	27.17	144.54
Vacation - Fire		32.00	0.00
Vacation - Janitorial		18.71	0.00
Vacation - Water	1.50	27.17	40.76
Water Payroll	303.00	20.00	7,022.32
Total Gross Pay	4,073.75		133,397.24
Deductions from Gross Pay			
2520- Med Ins Employee			-1,022.90
Total Deductions from Gross Pay			-1,022.90
Adjusted Gross Pay	4,073.75		132,374.34
Taxes Withheld			
Federal Withholding			-15,525.00

Town of Fort Jones
Payroll Summary
May 2025

Employee Wages, Taxes and Adjustments

Gross Pay

	Hours	Rate	May 25
City Council Member Stipend	3.00		300.00
Retention Recruitment Officer	2.00		7,920.00
Salary (Administrator)	2.00		9,083.08
Salary (Fire Chief)	2.00		8,118.00
Salary (Mayor)	1.00		180.00
Clerk Payroll	16.00	20.00	320.00
FD Calls		10.00	0.00
FD Training		7.00	0.00
Fire Hall Seasonal		150.00	0.00
Firefighter Rate		15.50	0.00
Holiday - Janitorial		18.71	0.00
Janitorial Payroll	97.50	18.71	1,824.23
Library Payroll	59.50	22.00	1,289.00
On-call PW	504.00	2.00	1,008.00
Overtime- Water		40.76	0.00
Overtime-Roads		40.76	0.00
Overtime-Sewer		40.76	0.00
Overtime - Parks/Rec		40.76	0.00
Parks Payroll	69.50	27.17	1,795.92
Per Capita LLP	8.00	22.55	180.40
Road Payroll	40.00	27.17	929.72
Sewer Payroll	60.50	27.17	1,495.95
Sick Pay - Fire		32.00	0.00
Sick Pay - Janitorial		18.71	0.00
Sick Pay - Parks/Rec	0.50	22.55	11.28
Sick Pay - Water	2.00	27.17	54.34
Strike Team	2,802.25	36.75	89,342.20
Town Clerk	93.50	25.00	2,337.50
Town Hall	6.00	27.17	144.54
Vacation - Fire		32.00	0.00
Vacation - Janitorial		18.71	0.00
Vacation - Water	1.50	27.17	40.76
Water Payroll	303.00	20.00	7,022.32
Total Gross Pay	4,073.75		133,397.24
Deductions from Gross Pay			
2520- Med Ins Employee			-1,022.90
Total Deductions from Gross Pay			-1,022.90
Adjusted Gross Pay	4,073.75		132,374.34
Taxes Withheld			
Federal Withholding			-15,525.00

Town of Fort Jones
Payroll Summary
May 2025

	Hours	Rate	May 25
Medicare Employee			-1,934.24
Social Security Employee			-8,270.59
CA - Withholding			-6,106.94
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-31,836.77
Net Pay	4,073.75		100,537.57
Employer Taxes and Contributions			
Federal Unemployment			77.89
Medicare Company			1,934.24
Social Security Company			8,270.59
CA - Unemployment Company			798.73
CA - Employee Training Tax			0.00
Total Employer Taxes and Contributions			11,081.45

Balance Sheet

May 31, 25

ASSETS

Current Assets

Checking/Savings

02-028700	366,781.38
02-810025 - GF	511,799.47
02-810116 - WRF	742,523.37
02-810141	682,546.83
02-810189	958,511.59
1801-CBDG	1,275.23
92 810153	-28,850.38
LAIF 98-47-310	

Fire Reserves -200.00

LAIF 98-47-310 - Other -13,991.00

Total LAIF 98-47-310 -14,191.00

Total Checking/Savings 3,220,396.49

Accounts Receivable

1200 - Account Receivable	25,312.08
1201 - W Water Acct Receivable	70,921.78
1201 WW Sewer Acct Receivable	22,714.76
Reimbursement	-3,285.07

Total Accounts Receivable 115,663.55

Other Current Assets

Payroll Service Customer Asset -2,609.42

Total Other Current Assets -2,609.42

Total Current Assets 3,333,450.62

Fixed Assets

1720 - Utility Plant & Equip	2,390,432.58
1723 - Fire	310,457.81
1724 - Parks and Rec	425,454.00
1725 - Public Works	110,327.10
1726 - Streets and Roads	1,890,938.00
1777 - Accumulated Depreciation	-2,517,541.00
1900 - Town Buildings & Equip.	826,776.26

Total Fixed Assets 3,436,844.75

Other Assets

1810 B CDBG Loans RLF

Total 1810 B CDBG Loans RLF 908,932.96

1915 - Public Safety Reserve 49,000.00

CDBG Loans 89-92

Total CDBG Loans 89-92 813,558.20

Total Other Assets 1,771,491.16

TOTAL ASSETS 8,541,786.53

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 - Accounts Payable 39,611.76

Total Accounts Payable 39,611.76

Other Current Liabilities

2102 - Payroll Liabilities

2100 - SUICA

2110 - CompanyCA 9,291.75

Total 2100 - SUICA 9,291.75

2104 - Federal Withholding

Federal Unemployment 224.57

2104 - Federal Withholding - Other 2,632.47

Total 2104 - Federal Withholding 2,857.04

2106 - State Withholding CA 9,457.91

2108 - FICA

2112 - Employee 3,544.41

2118 - Company 3,916.40

Total 2108 - FICA 7,460.81

2114 - Medicare

2116 - Employee 8,935.98

2120 - Company 4,565.71

Total 2114 - Medicare 13,501.69

2122 - Retirement

Company -33.76

2122 - Retirement - Other 6,342.36

Total 2122 - Retirement 6,308.60

2400 - Retirement Withheld -1,011.71

2500 - Medical Insurance

2510 - Company 51,115.73

2520 - Employee -87,028.19

2500 - Medical Insurance - Other 6,962.46

Total 2500 - Medical Insurance -28,950.00

2102 - Payroll Liabilities - Other -26,072.59

Total 2102 - Payroll Liabilities -7,156.50

2805 - Current Portion of Bond 13,000.00

CDBG Impound Accounts

Total CDBG Impound Accounts 11,258.86

Direct Deposit Liabilities -7,828.44

Employee Training Tax 7,018.72

None -3,462.93

Total Other Current Liabilities 12,829.71

Total Current Liabilities 52,441.47

Long Term Liabilities

10:56 AM
06/06/25
Accrual Basis

2701 - Refundable Sewer Deposit	747.00
2700 - Refundable Water Deposit	362.10
2800 - Water Bond Payable	<u>165,317.50</u>
Total Long Term Liabilities	<u>166,426.60</u>
Total Liabilities	218,868.07
Equity	
3000 - Opening Bal Equity	-263,470.45
3900 - Retained Earnings	8,152,332.14
Net Income	<u>434,056.77</u>
Total Equity	<u>8,322,918.46</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,541,786.53</u></u>

Town of Fort Jones Vendor Balance Detail

As of May 31, 2025

	Type	Date	Num	Amount	Balance
*Ronna Case					0.00
	Bill	05/28/2025	060825	100.00	100.00
	Bill Pmt -Check	05/28/2025	28018	-100.00	0.00
Total *Ronna Case				0.00	0.00
A1 Drains					0.00
	Bill	05/15/2025	1464	193.67	193.67
	Bill Pmt -Check	05/15/2025	27977	-193.67	0.00
Total A1 Drains				0.00	0.00
Alex Varga					0.00
	Bill	05/23/2025	Mob Ctr Per Diem	79.00	79.00
	Bill Pmt -Check	05/23/2025	28003	-79.00	0.00
Total Alex Varga				0.00	0.00
Amped Electric					0.00
	Bill	05/05/2025	0045	319.50	319.50
	Bill Pmt -Check	05/05/2025	27958	-319.50	0.00
Total Amped Electric				0.00	0.00
AT&T					0.00
	Bill	05/15/2025	5102025	431.44	431.44
	Bill Pmt -Check	05/15/2025	27961	-431.44	0.00
Total AT&T				0.00	0.00
City of Etna*					0.00
	Bill	05/15/2025	No. 3601	55,789.00	55,789.00
	Bill Pmt -Check	05/15/2025	27985	-55,789.00	0.00
Total City of Etna*				0.00	0.00
City of Medford Finance Department					0.00
	Bill	05/15/2025	45065	2,318.70	2,318.70
	Bill Pmt -Check	05/15/2025	27962	-2,318.70	0.00
Total City of Medford Finance Department				0.00	0.00
Colantuono, Highsmith & Whatley, PC					0.00
	Bill	05/15/2025	65420, 25421, 65422	5,934.00	5,934.00
	Bill Pmt -Check	05/15/2025	27963	-5,934.00	0.00

Town of Fort Jones Vendor Balance Detail

As of May 31, 2025

	Type	Date	Num	Amount	Balance
Total Colantuono, Highsmith & Whatley, PC				0.00	0.00
County of Siskiyou					0.00
	Bill	05/23/2025	PPNO 2615	50.00	50.00
	Bill Pmt -Check	05/23/2025	28008	-50.00	0.00
Total County of Siskiyou				0.00	0.00
CRBR Property Damage Services					0.00
	Bill	05/28/2025	S1102597RJC-10025_2P	11,682.30	11,682.30
	Bill Pmt -Check	05/28/2025	28019	-11,682.30	0.00
Total CRBR Property Damage Services				0.00	0.00
Dawn Schott					0.00
	Bill	05/15/2025	51225	202.75	202.75
	Bill Pmt -Check	05/15/2025	27969	-202.75	0.00
Total Dawn Schott				0.00	0.00
Dell					0.00
Total Dell					0.00
E&S Engineers and Surveyors					0.00
	Bill	05/05/2025	4990	570.00	570.00
	Bill	05/05/2025	4986	1,226.00	1,796.00
	Bill	05/05/2025	4978	1,032.00	2,828.00
	Bill Pmt -Check	05/15/2025	27984	-2,828.00	0.00
Total E&S Engineers and Surveyors				0.00	0.00
Employment Development Department					0.00
	Bill	05/23/2025	L0165818832	3,158.06	3,158.06
	Bill Pmt -Check	05/23/2025	28009	-3,158.06	0.00
Total Employment Development Department				0.00	0.00
Fort Jones Ace Hardware					0.00
	Bill	05/23/2025	13630, 13696	42.19	42.19
	Bill Pmt -Check	05/23/2025	28010	-42.19	0.00
Total Fort Jones Ace Hardware				0.00	0.00
Fort Jones Lumber					0.00
	Bill	05/05/2025	325958	2.87	2.87

Town of Fort Jones Vendor Balance Detail

As of May 31, 2025

	Type	Date	Num	Amount	Balance
	Bill	05/05/2025	330547	57.31	60.18
	Bill	05/05/2025	330656	13.71	73.89
	Bill	05/05/2025	330667	25.10	98.99
	Bill	05/05/2025	330945	96.22	195.21
	Bill	05/05/2025	331111	69.07	264.28
	Bill	05/05/2025	331270	18.35	282.63
	Bill	05/05/2025	332041	31.78	314.41
	Bill	05/05/2025	332053	151.13	465.54
	Bill	05/05/2025	332071	154.05	619.59
	Bill	05/05/2025	334431	4.59	624.18
	Bill	05/05/2025	334544	8.73	632.91
	Bill	05/05/2025	334607	10.73	643.64
	Bill	05/05/2025	334738	26.03	669.67
	Bill	05/15/2025	March 2025	587.58	1,257.25
	Bill Pmt -Check	05/15/2025	27964	-587.58	669.67
	Bill Pmt -Check	05/15/2025	27986	-669.67	0.00
Total Fort Jones Lumber				0.00	0.00
Glade Stebbins*					0.00
	Bill	05/23/2025	Mob Ctr Per Diem	79.00	79.00
	Bill Pmt -Check	05/23/2025	28004	-79.00	0.00
Total Glade Stebbins*				0.00	0.00
Golden State Risk Management Authority					0.00
	Bill	05/28/2025	INV-003692	20,077.00	20,077.00
Total Golden State Risk Management Authority				20,077.00	20,077.00
Joseph Hess					0.00
	Bill	05/23/2025	Mob Ctr	79.00	79.00
	Bill Pmt -Check	05/23/2025	28005	-79.00	0.00
Total Joseph Hess				0.00	0.00
Kenny's Lock Shop					0.00
	Bill	05/14/2025	1908	20.00	20.00
	Bill Pmt -Check	05/15/2025	27965	-20.00	0.00

Town of Fort Jones Vendor Balance Detail

As of May 31, 2025

	Type	Date	Num	Amount	Balance
Total Kenny's Lock Shop				0.00	0.00
Kevin Hullquist					0.00
	Bill	05/05/2025	May 2025	279.20	279.20
	Bill Pmt -Check	05/05/2025	27959	-279.20	0.00
Total Kevin Hullquist				0.00	0.00
LocaliQ					0.00
	Bill	05/15/2025	7099323	491.00	491.00
	Bill Pmt -Check	05/15/2025	27970	-491.00	0.00
Total LocaliQ				0.00	0.00
Moore's Gravel					0.00
	Bill	05/14/2025	11424	654.95	654.95
	Bill Pmt -Check	05/15/2025	27966	-654.95	0.00
Total Moore's Gravel				0.00	0.00
N.C.R.C.					0.00
	Bill	05/15/2025	11-14#1	1,000.00	1,000.00
	Bill Pmt -Check	05/15/2025	27978	-1,000.00	0.00
Total N.C.R.C.				0.00	0.00
PACE Labs					0.00
	Bill	05/15/2025	252800293	979.90	979.90
	Bill Pmt -Check	05/15/2025	27979	-979.90	0.00
Total PACE Labs				0.00	0.00
PACE Supply					0.00
	Bill	05/15/2025	2810321017	3,344.18	3,344.18
	Bill Pmt -Check	05/15/2025	27971	-3,344.18	0.00
Total PACE Supply				0.00	0.00
Pacific Power					0.00
	Bill	05/15/2025	April 2025	3,461.49	3,461.49
	Bill Pmt -Check	05/15/2025	27972	-3,461.49	0.00
Total Pacific Power				0.00	0.00
R.B. Aldrich Construction					0.00
	Bill	05/23/2025	1006	16,810.78	16,810.78

Town of Fort Jones Vendor Balance Detail

As of May 31, 2025

	Type	Date	Num	Amount	Balance
	Bill Pmt -Check	05/23/2025	28011	-16,810.78	0.00
Total R.B. Aldrich Construction				0.00	0.00
Scott Valley Auto Parts					0.00
	Bill	05/14/2025	401628, 401050	49.89	49.89
	Bill	05/15/2025	401628,401050	49.89	99.78
	Bill Pmt -Check	05/15/2025	27967	-49.89	49.89
	Bill Pmt -Check	05/15/2025	27973	-49.89	0.00
Total Scott Valley Auto Parts				0.00	0.00
Scott Valley Disposal					0.00
	Bill	05/14/2025	350	330.00	330.00
	Bill	05/15/2025	April 2025	330.00	660.00
	Bill Pmt -Check	05/15/2025	27968	-330.00	330.00
	Bill Pmt -Check	05/15/2025	27974	-330.00	0.00
	Bill	05/23/2025	376	1,200.00	1,200.00
	Bill Pmt -Check	05/23/2025	28012	-1,200.00	0.00
Total Scott Valley Disposal				0.00	0.00
Shannon Wedgley*					0.00
	Bill	05/23/2025		79.00	79.00
	Bill Pmt -Check	05/23/2025	28006	-79.00	0.00
Total Shannon Wedgley*				0.00	0.00
SHN Consulting Engineers & Geologists					0.00
	Bill	05/23/2025	125418/125535	9,087.07	9,087.07
	Bill Pmt -Check	05/23/2025	28013	-9,087.07	0.00
Total SHN Consulting Engineers & Geologists				0.00	0.00
Siskiyou County Economic Council					0.00
	Bill	05/15/2025	121	500.00	500.00
	Bill Pmt -Check	05/15/2025	27975	-500.00	0.00
Total Siskiyou County Economic Council				0.00	0.00
Siskiyou Telephone					0.00
	Bill	05/15/2025	April 2025	733.91	733.91
	Bill Pmt -Check	05/15/2025	27983	-733.91	0.00

Town of Fort Jones Vendor Balance Detail

As of May 31, 2025

	Type	Date	Num	Amount	Balance
Total Siskiyou Telephone				0.00	0.00
Stifel					0.00
	Bill	05/15/2025	PPE 04192025	449.01	449.01
	Bill Pmt -Check	05/15/2025	27980	-449.01	0.00
	Bill	05/28/2025	PPE 050325/051725	898.01	898.01
	Bill Pmt -Check	05/28/2025	28020	-898.01	0.00
Total Stifel				0.00	0.00
Suburban Propane					0.00
	Bill	05/23/2025	16380200639	444.42	444.42
	Bill Pmt -Check	05/23/2025	28014	-444.42	0.00
Total Suburban Propane				0.00	0.00
Town Web Design, LLC					0.00
	Bill	05/23/2025	8919	1,443.00	1,443.00
	Bill Pmt -Check	05/23/2025	28015	-1,443.00	0.00
Total Town Web Design, LLC				0.00	0.00
Ubeo West LLC					0.00
	Bill	05/15/2025	554483065	243.46	243.46
	Bill Pmt -Check	05/15/2025	27981	-243.46	0.00
Total Ubeo West LLC				0.00	0.00
USA Bluebook					0.00
	Bill	05/23/2025	703076	498.10	498.10
	Bill Pmt -Check	05/23/2025	28016	-498.10	0.00
Total USA Bluebook				0.00	0.00
Valley Pacific Petroleum Services					0.00
	Bill	05/15/2025	870253	935.64	935.64
	Bill Pmt -Check	05/15/2025	27976	-935.64	0.00
	Bill	05/28/2025	CL 25-878313	409.98	409.98
	Bill Pmt -Check	05/28/2025	28021	-409.98	0.00
Total Valley Pacific Petroleum Services				0.00	0.00
Verizon Wireless					0.00
	Bill	05/15/2025	6111598444	119.07	119.07

Town of Fort Jones
Vendor Balance Detail

As of May 31, 2025

	Type	Date	Num	Amount	Balance
	Bill Pmt -Check	05/15/2025	27982	-119.07	0.00
Total Verizon Wireless				0.00	0.00
Victor Kwasnikow					0.00
	Bill	05/23/2025	Mob Ctr Per Diem	79.00	79.00
	Bill Pmt -Check	05/23/2025	28007	-79.00	0.00
Total Victor Kwasnikow				0.00	0.00
TOTAL				20,077.00	20,077.00



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: June 9, 2025
From: Accounting Clerk – Cherie Stephen
Subject: Resolution 1140 Adopting the Draft Operations Budget as the Final Budget 25/26
Action: Consideration to approve Resolution 1140 Adopting the Draft Operations Budget as the Final Operations Budget for 2025/2026

Background:

State law requires that a budget be adopted by the 30th of June each year. A new budget or amendments to this budget can be made after its adoption.

The council has approved the Draft Operations Budget for 2025/2026. The council can now move forward in adopting this budget as the Final Operations Budget for 2025/2026.

Attached is Resolution 1140 adopting the Draft Operations Budget as the Final Operations Budget for 2025/2026.

Recommendation:

The Town Administrator recommends that the council approve Resolution 1140 adopting the Final Operations Budget for 2025/2026.

THE TOWN OF FORT JONES



FINAL

INCOME AND EXPENSE BUDGET

FISCAL YEAR 2025-2026

APPROVED

FY 2025-2026 Administration Budget

Income

II - General Government Income

4731 - Advertising	\$	150.00
4099 - Property Taxes		
4100 - Secured Current	\$	125,958.46
4101 - Unsecured Current	\$	6,096.86
4102 - Unsecured Delinquent	\$	77.60
4108- Supp Del	\$	8.61
4507 - Homeowner Alloc	\$	1,031.55
4508 - VLF Net	\$	87,444.80
4516- Sup Current	\$	302.89
4518 - CA Fish& Game PILT	\$	91.46
Total 4099 - Property Taxes	\$	221,012.23
4111 - Sales Tax	\$	339,610.99
4214 - Land Use	\$	56.18
4216 - Franchises	\$	11,828.87
4218 - Business License	\$	1,779.46
4300 - Vehicle Fines (County)	\$	50.19
4302- Fees Collection Cost	\$	(73.41)
4303 - Vehicle Fees	\$	518.86
4304-Fees Other	\$	205.25
4400 - Hall Rental	\$	14,360.07
4730 - Miscellaneous	\$	202.18
4901 - SCORE Reimbursement	\$	-

Total Income \$ 589,550.88

Expense

IE- General Government Expense

5801 Engineering	\$	6,741.82
5000-Payroll		
5040 - Town Clerk Payroll	\$	49,080.44
5050 - Administrator Payroll	\$	132,679.03
5010 - Mayor Stipend	\$	2,427.05
5020 - Clerk Payroll	\$	46,743.27
5070 - Council/Election	\$	12,360.00
Total 5000-Payroll	\$	243,289.79
5300 - Training/Conferences	\$	5,000.00
5310-Retirement Fund	\$	13,246.29
5800 Donations	\$	8,700.00
Equipment Rental	\$	4,235.47
2285 - IT Services	\$	26,967.27
5220- Supp\USPS	\$	6,741.82
5400 - Professional Fees	\$	-

FY 2025-2026 Administration Budget

5401 - Legal Fees	\$ 44,945.45
5402 - Audit Fees	\$ 5,618.18
Total 5400 - Professional Fees	\$ 50,563.64
5501 - Economic Development - MOU	\$ 6,741.82
Total 5501 - Economic Development	\$ 6,741.82
5500- Planning - Other	\$ 561.82
Total 5500- Planning	\$ 561.82
5700- Publication	\$ 2,173.11
5705 - Dues and Subscriptions	\$ 6,047.41
6205- Health Insurance	\$ 59,156.34
6300- Insurance	\$ -
6204- Workers Compensation	\$ 7,170.00
6303- Liability Insurance	\$ 10,290.76
6304 -Property Insurance	\$ 4,194.00
6305 - Crime Insurance	\$ 85.02
6307 - Cyber Liability	\$ 1,980.00
Total 6300- Insurance	\$ 23,719.78
6400- Property Tax	\$ 1,049.48
6406- Safe Deposit Box	\$ 146.07
9150-City Hall Expenses	\$ -
9152- Propane	\$ 9,477.73
9156 - Equipment	\$ 2,143.63
1-012 - City Hall Power	\$ 2,725.16
9151 - City Hall Water	\$ 647.21
9157 - City Hall Sewer	\$ 471.93
2281- City Hall Phone	\$ 168.75
9153- Emergency expenses	\$ 944.67
9154 - Disposal 2 yd Bin	\$ 2,028.16
9155 - Equipment Finance	\$ 694.00
9150-City Hall Expenses - Other	\$ 7,025.77
Total 9150-City Hall Expenses	\$ 26,327.01
1E- General Government Expense - Other	\$ 399.52
Total 1E- General Government Expense	\$ 489,693.09
6504- Payroll Taxes	
6506- FICA	\$ 15,730.91
6508- Medicare	\$ 9,550.91
6512- SUI	\$ 2,472.00
6504- Payroll Taxes - Other	\$ 2,270.05
Total 6504- Payroll Taxes	\$ 30,023.87
Total Expense	\$ 519,716.95
Net Income	\$ 69,833.92

FY 2025-2026 Fire and Strike Team Budget

Income

2b - Fire Protection

4760 - Donations	\$	2,400.00
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4741 - Tax Allocation - Fire	\$	200,000.00
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Total 2b - Fire Protection	\$	202,400.00
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Total 2I - Public Safety Income

Expense

2EB- Fire Department Expense

7509 - Fire Chief Payroll	\$	72,818.46
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7561 - Retention and Recruitmen	\$	2,000.00
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7560 - 50/50 Grant	\$	5,000.00
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7515 - FD Sleeper Grocery	\$	509.63
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7532 - FF Training	\$	500.00
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Crime Insurance	\$	85.02
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6310- Property Insurance	\$	8,388.00
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7505 - Liability Insurance	\$	12,869.24
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7506 - Work Comp Insurance	\$	14,340.80
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7507 - Auto Insurance	\$	15,000.00
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7510- Fire Dept Payroll	\$	-
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7513 - Calls & Meetings	\$	10,986.00
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7511- Firefighter Physicals	\$	300.00
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7520 - Fire Dept Supl & Mtnce	\$	60,000.00
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7521 - Fleet Maintenance	\$	5,000.00
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7525- Pub Safety Fuel & Oil	\$	-
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7526- Gas Reimbursement	\$	112.56
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7525- Pub Safety Fuel & Oil - Other	\$	11,153.82
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Total 7525- Pub Safety Fuel & Oil	\$	11,266.38
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7540- Fire Dept. Utilities	\$	-
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1-001- Fire Dept. Power Bill	\$	5,196.21
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2261- Fire Dept. Phone	\$	1,815.74
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2262 - Disposal	\$	1,805.00
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7541- Propane	\$	454.42
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7540- Fire Dept. Utilities - Other	\$	3,311.41
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Total 7540- Fire Dept. Utilities	\$	12,582.78
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2EB- Fire Department Expense - Other	\$	9,108.61
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Total 2EB- Fire Department Expense	\$	264,604.08
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FY 2025-2026 Fire and Strike Team Budget

4750 - Strike Team Income	\$	400,000.00
2EC - Strike Team Expenses	\$	-
7514 Seasonal FF Payroll	\$	54,051.40
7515 - Strike Team Payroll	\$	316,163.94
2EC - Strike Team Expenses - Other	\$	443.84
Total 2EC - Strike Team Expenses		<u>370,659.18</u>
Net Income		

FY 2025-2026 Law Enforcement Budget

Income

2I - Public Safety Income

2a - Law Enforcement

4111- Growth Alloc	\$ 95,000.00
4112 - COPS Allocation	\$ 100,000.00
4115 - 17-18 Growth Allocation	\$ -
4116 - Prop172	\$ -
4117 - Tax Allocation - Law Enf	\$ 75,000.00
Animal Control	
4230 - Dog Licenses	\$ 700.00
Animal Control - Other	\$ 400.00
Total Animal Control	<u>\$ 1,100.00</u>
Total 2a - Law Enforcement	<u>\$ 271,100.00</u>

2E- Public Safety Expense

2EA- Law Enforcement Expense

7120 - Admin Allocation - Law E	\$ -
7125 - Law Enforcement Services	\$ 240,000.00
7181 - Law Enforcement Phones	\$ 3,000.00
Animal Control	
7930- Animal Control	\$ 2,000.00
Total Animal Control	
2EA- Law Enforcement Expense - Other	
Total 2EA- Law Enforcement Expense	<u>\$ 245,000.00</u>

Net Income

\$ 26,100.00

FY 2025-2026 Park and Recreation Budget

Income

II - General Government Income

3d - Park Income

6001 - Donations	200.00
6004 - Walker Field Rental	1,000.00
6005 - Pavilion Rental	1,000.00
Total Park Income	<u>2,200.00</u>

4E- Parks & Recreation Expense

Crime Insurance	20.00
9116 - Janitorial Payroll	15,398.65
6305- Property Ins Parks	
9104- Mobile Equip.	774.00
6305- Property Ins Parks - Other	1,572.75
Total 6305- Property Ins Parks	<u>2,346.75</u>
9105- Auto Insurance	0.00
9106 - Work Comp Parks	600.00
9107 - Liability Ins Parks	1,930.00
9108 - L.L. Park	0.00
9109- Parks Payroll	19,563.39
9130- Ball Park Expenses	
1-002 - LLP Snack	594.00
1-013 - BBP lights	3,483.19
1-014 - LLP lights	344.20
1-017 - BBP pump	244.74
9131- Maintenance & Supplies	229.67
9130- Ball Park Expenses - Other	71.22
Total 9130- Ball Park Expenses	<u>4,967.02</u>
9140- Scout Hall Expenses	
1-006 - Scout Hall Power	1,669.03
9141- Scout Hall Repairs	0.00
Total 9140- Scout Hall Expenses	<u>1,669.03</u>
9160- Museum Expenses	
1-004 - Museum Electricity	959.60
1-XXX - Museum Monitor Fuel	885.72
5568- Museum Phone	1,077.46
9161- Museum Maintenance	1,000.00
Total 9160- Museum Expenses	<u>3,922.78</u>
4E- Parks & Recreation Expense - Other	942.56

Total 4E- Parks & Recreation Expense 50,417.62

Net Income

-48,217.62

FY 2025-2026 Streets and Roads Budget

Income

3a - Streets Income

4499 - Gas Tax 2103	\$	6,690.60
4500 - Gas Tax 2106	\$	7,700.32
4501 - Gas Tax 2107	\$	5,815.67
4502 - Gas Tax 2107.5	\$	1,123.64
4503 - Gas Tax 2105	\$	5,233.27
4530 - Local Transportation	\$	7,621.95
4534-Prop 42 TCRF	\$	-
4538-Vehicle License Fee	\$	4.36
4540 - Tax Allocation - Roads	\$	19,413.29
3a - Streets Income - Other	\$	-

Total 3a - Streets Income \$ 53,603.11

Expense

3EA- Streets

Crime Insurance	\$	20.00
1-000 - Street Lights	\$	-
02 HPSV Lights	\$	621.05
02 HPSV Metal Lights	\$	396.15
10 HPSV Wood Lights	\$	4,036.82
11 HPSV Lights	\$	2,178.66
72 HPSV Lights	\$	17,794.57
Total 1-000 - Street Lights	\$	25,027.25
6306- Property Insurance	\$	1,572.75
8120- Street Mtnc/Utilities	\$	-
1-005 - Barn Power	\$	3,793.46
1-006 Barn Maintenance	\$	921.33
1-007 - Phone Bill	\$	1,209.07
8121- Street Maintenance	\$	-
8128- Cowan St Consulting	\$	2,512.45
8127- STIP Project - Consulting	\$	4,831.64
8121- Street Maintenance - Other	\$	5,573.96
Total 8121- Street Maintenance	\$	12,918.04
Total 8120- Street Mtnc/Utilities	\$	18,841.90
8130- Equipment Maintenance	\$	-
8131- Fuel & Oil	\$	187.48
8132- Repairs	\$	2,079.93
8133- Parts & Supplies	\$	1,288.74
8134- Equipment Purchases	\$	31.37
Total 8130- Equipment Maintenance	\$	3,587.52
8136 -Auto Insurance	\$	-
8137- Mobile Equip	\$	-

FY 2025-2026 Streets and Roads Budget

8199- Road Payroll	\$	16,640.57
8200- Major Street Const.	\$	-
8240 - SB1	\$	-
8245 - STIP	\$	386.53
8200- Major Street Const. - Other	\$	-
Total 8200- Major Street Const.	\$	386.53
8250 - Street Engineering	\$	-
8509 - Liability Insurance	\$	1,930.00
8511 - Work Comp Insurance	\$	1,792.60
3EA- Streets - Other	\$	1,685.45
Total 3EA- Streets	\$	72,141.75
Net Income	\$	(18,538.64)

FY 2025-2026 Wastewater Budget

Income

3b - Sewer Income

4216 - FOG	\$	500.00
4210 - Tax Allocation - Sewer	\$	500.00
4212 - Sewer Revenue	\$	229,616.47
4213 - Connections & Fees	\$	8,989.09
3b - Sewer Income - Other	\$	-

Total 3b - Sewer Income	\$	239,540.15
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3EB- Sewer Expense

8523 - WWTP	\$	12,056.14
Crime Insurance	\$	8.60
6308-Property Insurance	\$	3,534.40
8505 - Admin Allocation - Sewe	\$	-
8510- Sewer Payroll	\$	19,647.57
8520- Sewer Expenses	\$	-
1-015 - Sewer Power bill	\$	668.64
1-019 bbp sewer	\$	255.94
8521- Sewer Rep & Mtnc	\$	-
8524- Cowan Street	\$	16,139.91
8525- Emergency Sewer	\$	1,560.56
8521- Sewer Rep & Mtnc - Other	\$	8,144.30

Total 8521- Sewer Rep & Mtnc	\$	25,844.77
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8527 Fuel-Oil	\$	786.55
8553- Auro Insurance	\$	730.36
8520- Sewer Expenses - Other	\$	169.82

Total 8520- Sewer Expenses	\$	28,456.08
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8522 - Waste Water Monitoring	\$	5,618.18
8530- Sewer Supplies	\$	6,677.01
8535-Office	\$	-
8540- State Fees	\$	36,124.91
8549- Mobile Equip.	\$	-
8550 - Liability Insurance	\$	898.91
8551 - Work Comp Insurance	\$	2,247.27
8552 - Training	\$	1,123.64
Sewer Testing	\$	2,247.27
3EB- Sewer Expense - Other	\$	29.50

Total 3EB- Sewer Expense	\$	118,669.46
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Net Income

\$	120,870.69
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FY 2025-2026 Water Budget

Income

3c - Water Income

4880- Backflow Device Testing	\$	1,825.91
4810 - Water Revenue	\$	225,850.91
4815 - Tax Allocation - Water	\$	9,000.00
4820 - Water Interest	\$	14.07
4830 - Water Connections	\$	400.00
4840 - Gretchen Acres Assess	\$	479.54

3c - Water Income - Other

Total 3c - Water Income		<u>237,570.43</u>
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Total 3I - Public Works Income

3EC- Water Expense

8770 - Water Rate Study 2025	\$	10,000.00
8618 - Clothes Allowance	\$	-
Crime Insurance	\$	8.00
6307-Property Insurance	\$	3,145.50
8605 - Allocate Admin - Water	\$	-
8609- Water Training	\$	500.00
8610- Water Parts & Supplies	\$	2,977.89
8612- Water Office & Postage	\$	2,359.64
8615- Water Payroll	\$	95,295.60
8620- Water Repairs & Mtnce	\$	5,618.18
8623- Mobile Equip.	\$	3,370.91
8624 - Auto Insurance	\$	730.36
8625- Water Liability Ins	\$	6,505.85
8626 - Work Comp	\$	6,042.69
8627 - Fuel-Oil	\$	5,672.90
8630- Water Fees & Testing	\$	14,493.18
8640- Water Utilities	\$	-
1-000 - Water Power	\$	-
New Pump	\$	20,076.66
Old pump	\$	1,060.62
Total 1-000 - Water Power	\$	<u>21,137.29</u>
1-001 - Water Phones	\$	-
468-2598	\$	3,271.23
Cell	\$	1,471.76
1-001 - Water Phones - Other	\$	<u>-</u>
Total 1-001 - Water Phones	\$	4,742.99
8640- Water Utilities - Other	\$	2,776.28
Total 8640- Water Utilities	\$	28,656.56
8660- Water Interest	\$	-
8632 - Revenue Bond Interest	\$	15,169.09

FY 2025-2026 Water Budget

8660- Water Interest - Other	\$ -
Total 8660- Water Interest	\$ 15,169.09
3EC- Water Expense - Other	\$ -
Total 3EC- Water Expense	\$ 202,234.43
Net Income	\$ 35,336.00



Gateway to the Marble Mountains

RESOLUTION #

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FORT JONES ADOPTING THE
2025-2026 FINAL OPERATION BUDGET**

WHEREAS California Government Code Sec 53901 requires each local agency to file its budget with the county auditor within 60 days after the beginning of its fiscal year, and

WHEREAS, on June 9, 2025, at the time and place specified, the Council heard, discussed, and considered all oral and written testimony submitted on the budget.

NOW, THEREFORE, BE IS RESOLVED AND ORDERED that the Town of Fort Jones Council approves and adopts the Draft Budget for the Fiscal Year 2025/2026 as shown in the Draft Budget dated June 9, 2025, hereby incorporated by reference, and does further order and authorizes the following:

1. The Draft Budget dated June 9, 2025, shall be accepted as Final Budget without further adjustments.

PASSED AND VOTED ON by the Town Council of the Town of Fort Jones on June 9, 2025, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED:

Madeleine DeAndreis, Mayor

ATTEST:

Cherie Stephen, Town Administrator



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: June 9, 2025
From: Ad hoc committee for reviewing community building rental fees – Madeleine DeAndreis.
Subject: Scout Hall Use Permit.
Action: Consideration to approve the Scout Hall Use Permit

Background:

At the special meeting in May 2025 the Ad Hoc Committee presented recommendations for restructuring the rental fees for public spaces. At this meeting the Council directed staff to create a use permit for community groups to use the Scout Hall building at a reduced rate.

Attached is the proposed use permit for the Scout Hall.

Recommendation:

The Town Administrator recommends that the town council approve the Scout Hall Use Permit.

11960 East Street
P.O. Box 40
Fort Jones, CA 96032



(530) 468-2281
<https://fortjonesca.org>

Gateway to the Marble Mountains

Scout Hall Reservation and Use Permit

(This permit should be in your possession during your event.)

Date(s) Permit Applies: _____ 20____ Time of Event: _____

Name of Group/Event: _____ Approximate # of People: _____

Person Responsible:

Name: _____ Driver's License No.: _____

Home Phone No.: _____ Cell Phone No.: _____

Mailing Address: _____

Fees:

Currently, instructional use, individual/commercial use, and non-profit group rental fees are allotted two-hour (2) segments per week at no cost.

Alcohol Exemption:

Is this event or gathering asking for an exemption to consume alcohol? Yes: _____ No: _____

** If alcohol is going to be sold at this event/gathering an ABC license must be obtained prior to the event or gathering.

Exemption has been approved by: _____

Chief of Police, City Administrator, or his/her designee

This permit is issued for the date(s) specified above and cannot be transferred to another group or person whose name does not appear above. No alcohol (unless approved) or drug use permitted. All Parks are open between the hours of 6:00 a.m. and 10:00 p.m. The above-named person and/or entity is liable for any charges resulting from damages or cleanup.

By signing below, I agree to the above terms and conditions.

Signature: _____ Date: _____



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: June 9, 2025
From: Andrew Jared – Town Attorney
Subject: Bulk Water Sales and Permit Policy
Action: Consideration to approve by resolution the Bulk Water Sales and Permit Policy.

Background:

The Town's Municipal Code allows the Town Council to establish fees for water use and conditions of water use. The Town has sufficient water supply to allow "bulk water" sales for parties not connected to the Town water system. The Council may establish a rate for sale of bulk water sales. State law establishes that water sold in bulk is water in containers excess of 250 gallons. In reviewing the current documents used by the Town as its bulk water policy, several issues were identified. An updated policy is being presented in the attached resolution that will allow for better control of this resource and update price charged for this water. This will not cause any increase to water system customers.

The current bulk water sales policy provides an exemption for firefighting agencies to pay for bulk water taken from the Town's water system, regardless of where the water is used or for what purpose it is used. The Town of Fort Jones may charge for such water instead of giving the away water to organizations without compensation. The current exemption applies even when there is no active or threatened fire or wildfire and does not specify where such fire is located. Local agencies that currently qualify for this include, Cal-Fire, Scott Valley Fire Protection District and US Forest Service, but are not limited to those entities. The revised policy will require a permit or MOU which addresses water payment, and would exempt fire-fighting within the Town.

The municipal code also requires that the rates for water sales be set by council resolution. This action will not raise the regular price for ratepayers on the Town water system. Those rates are currently under review and are not addressed by this action.

The policy update will address accounting for the costs for water delivery and production to bulk water users. This will allow the Town to ensure it is maximizing its recovery for delivery of bulk water. Revenue from these sales will be directed back to the water fund for future projects.

Council needs to decide on two items requiring interpretation of the code and policy.

The first is who shall issue the permits. Neither the municipal code nor the current policy identifies a specific person to issue the bulk water permits. Currently, no one is identified as being responsible for permit issuance, and permits are being dispensed from town hall essentially by the town clerk.

The municipal code does identify that the council will select a person to act as "director" for purposes of implementing utility policies in general for implementation of all duties under "Title 13 Utilities" of the municipal code. However, identify a "director" of utilities is larger than just the bulk water sales policy. It would have effects on the Town budget for the salary/wages as to that individual and have organizational/HR ramifications larger than this bulk water issue.



The Town of Fort Jones

Fiscal Analysis:

An increase in water revenue throughout the year would be realized for use on water-related projects. The amount of such revenue is indeterminable at this time.

Recommendation:

The Town Administrator recommends that Council

1. Consider public comment on the proposed resolution; and
2. Approve the attached resolution defining the director for purposes of the Bulk Water Sales and Permit Policy, approve the Bulk Water Sales and Permit Policy as amended, and set the fee and rate associated with the Bulk Water Sales and Permit Policy.



RESOLUTION NO. _____

**A RESOLUTION OF THE FORT JONES TOWN COUNCIL
APPROVING THE BULK WATER SALES AND PERMIT
POLICY**

WHEREAS, the Town Council of the Town of Fort Jones has reserved the right to regulate public services, include use of water and the water system;

WHEREAS, the Section 13.04.010 of the Fort Jones Municipal Code establishes that the Town Council may designate a director to enforce and implement the provisions of Title 13;

WHEREAS, the Section 13.04.040 of the Fort Jones Municipal Code establishes that the Town Council may from time to time specify the charges and fees charged to customers for water service:

WHEREAS, the Town Council desires to revise its policy on the use, permitting, and sale of bulk water from the Town water system in order to promote the equitable and orderly distribution of bulk water, and preserve the quality and delivery of water for residential, commercial, and other customers connected to the Town water system;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Fort Jones does hereby approve the following:

Sec. 1. For purposes of administering the Bulk Water Sales and Permit Policy the person appointed as "director" shall be the town administrator. The town administrator may delegate such duties to another person employed by the Town from time to time by notifying that person and the Mayor in writing of such designation, with copy to the entire Town Council, and the effective date of such appointment. Director shall be authorized to create application forms, informational materials, and all conditions and regulations necessary and appropriate to carry out the Bulk Water Sales and Permit Policy.

Sec. 2 The following policy is adopted as the "Bulk Water Sales and Permit Policy"

1. In furtherance of Title 13 of the Fort Jones Municipal Code, the Town Council adopts this policy to address the use and sales of bulk water. "Bulk water" shall mean potable water delivered from the Town water system at the designated location in excess of 250 gallons for use within the Scott Valley watershed for appropriate uses of potable water.
2. Any party wanting to obtain bulk water from the Town water system must obtain a bulk water permit issued by the director at least 24 hours before service is required. Permits can be obtained at the Town Hall during normal business hours.

3. No water may be taken without a properly issued bulk water permit.
4. Bulk water will be dispensed during normal work hours Monday-Friday only, on an as-available basis. Issuance of a permit is not a guarantee of availability of water for taking by permittee.
5. All bulk water may only be dispensed through a metered fire hydrant located next to the Town Hall on Sterling Street. The director may designate an alternate location.
6. Only designated Fort Jones Public Works personnel are authorized to dispense water from the designated hydrant. No other party or person is authorized to dispense bulk water from the town water system.
7. All bulk water sales will be paid at the Town Hall at time of dispensing, unless an account has been arranged previously.
8. Bulk water permits are issued on an annual basis. the director may issue a permit for a shorter period of time at their discretion, upon request by applicant. Permits shall expire each December 31 unless a shorter duration is specified by the director on the permit. A new permit will not be renewed until the previous permit has expired.
9. A request for a bulk water permit may be rejected or a permit cancelled or suspended due to waste by user, taking requested water outside of watershed, failure to pay for prior water taken, or breach of permit/policy conditions. The director may suspend issuance of permits or dispensing of water to existing permits based on system condition, system requirements, or water conditions.
10. Vehicles receiving water from the hydrant system MUST have a copy of the water permit in the vehicle.
11. Resale of bulk water is prohibited. If the Town finds out this is the use of the purchase, permittee will no longer be able to purchase bulk water. Resale shall not include permittee purchasing bulk water for delivery for potable use to existing Town water customers for temporary delivery use.
12. Fire protection entities working an active fire within the boundaries of the Town of Fort Jones are exempt from obtaining a permit ahead of receiving bulk water, but shall be responsible for payment of the cost of the water taken to fight such fire. Charging a party for the water used during firefighting operations shall not be considered a resale. Utility companies (e.g., Siskiyou Telephone Company) or the Siskiyou County Public Works – Fort Jones may purchase water through a separate MOU at no less than the bulk water rate. Fire protection entities outside the boundaries of the Town of Fort Jones shall obtain a permit or have an MOU in place specifying a water supply charge ahead of receiving bulk water.
13. Rates and fees are as follows and are subject to change by the Town Council.
 - a. Bulk Water Permit: [AS ADOPTED BY COUNCIL RESOLUTION]

- b. Non-Commercial Bulk Water Rates: [AS ADOPTED BY COUNCIL RESOLUTION]
Commercial/Government Bulk Water Rates: [AS ADOPTED BY COUNCIL RESOLUTION]

For calculation of above rates, "first 8000 gallons" shall be calculated annually. By way of example, a commercial/government party requesting 10,000 gallons at a single dispensing event shall be charged \$400 for the first 8,000 gallons, and \$400 for the additional 2,000 gallons. That party returning to request any additional amount would be charged at the \$0.20 per gallon rate for the remainder of that year.

14. If Town the static water level exceeds 50 feet, all bulk water sales will cease until levels return to 40 feet. The Town reserves the right for the director to make a determination regarding issuance of permits in considering the best interest of the Town water system and capacity.
15. All monies from bulk water sales shall be placed in the Bulk Water account to be used for Town infrastructure repairs only.

Sec. 3. Effective immediately, the following rates for bulk water service are hereby established:

- a. Bulk Water Permit: Commercial, Non- Commercial and Government \$35.00
- b. Non-Commercial Bulk Water Rates:
First 8000 gallons \$0.03 cents per gallon
Each gallon thereafter \$0.20 cents per
- c. Commercial/Government Bulk Water Rates:
First 8000 gallons \$0.05 cents per gallon
Each gallon thereafter \$0.20 cents per gallon.

Sec. 4 The Town Administrator shall take such necessary actions to publicize and promote the Bulk Water Sales and Permit Policy. The Town Clerk shall take such necessary actions to comply with state law related hereto.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a Regular meeting of the Town Council of the Town of Fort Jones held the __th day of June 2025 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ATTEST: _____,
Acting City Clerk

Madeleine DeAndreis, Mayor



Gateway to the Marble Mountains

Bulk Water Sales Policy

1. Bulk water permits must be obtained at least 24 hours before service is required. Permits can be obtained at the Town Hall during normal business hours.
2. Water will be dispensed during normal work hours Monday-Friday only.
3. All bulk water being allocated for sale will be dispensed through the metered fire hydrant located at 11960 East Street – the Town Hall.
4. Only designated Fort Jones Public Works personnel will dispense water from the designated hydrant.
5. All bulk water sales will be paid at the Town Hall once all water has been dispensed, unless an account has been arranged previously.
6. Bulk water permits will expire 5 business days from the date of issue for all applicants.
7. A new permit will not be renewed until the previous permit has expired.
8. Vehicles drawing water from the hydrant system **MUST** have a copy of the water permit in the vehicle.
9. Purchasing of bulk water for resale is prohibited. If the Town finds out this is the use of the purchase, client will no longer be able to purchase bulk water.
10. All fire protection entities are exempt from this policy. Examples are, but not limited to, Cal-Fire, Scott Valley Fire Protection District and US Forest Service, etc. If the Siskiyou Telephone Company or the Siskiyou County Public Works – Fort Jones wishes to purchase water it will be through a separate MOU.
11. Rates and fees are as follows and are subject to change by the Town Council.
 - a. Bulk Water Permit: Commercial, Non- Commercial and Government is \$35.00
 - b. Non-Commercial Bulk Water Rates: \$0.03 cents per gallon for the first 8000 gallons, then \$0.20 cents per gallon thereafter.
 - c. Commercial/Government Bulk Water Rates: \$0.05 cents per gallon for the first 8000 gallons, then \$0.20 cents per gallon thereafter.
12. If during drought conditions the static water level exceeds 50 feet, all bulk water sales will cease until levels return to 40 feet.
13. All monies from bulk water sales shall be placed in the Bulk Water account to be used for Town infrastructure repairs only.



Gateway to the Marble Mountains

Bulk Water Permit

Date of issue: _____
(expires in 5 business days)

Permit Fee: \$35.00

Business Name: _____ Contact Person: _____

Address: _____ City: _____ St: _____ Zip: _____

Business Phone #: _____ Cell Phone #: _____

Name of Purchaser: _____ Driver's License #: _____

Purpose of Permit: _____ Project Location: _____

By signing this permit, you acknowledge that you have read and agree with our bulk water sales policy.

Signature of applicant/water user: _____

For office use only _____

Permit Paid: Cash _____ Check # _____ Credit Card _____ Town Clerk Initials: _____

Non-Commercial Use: _____ (*0.03 per gallon) Commercial/Government Use: _____ (*0.05 per gallon)

*Note – Any water dispensed over 8000 gallons, within this permit, will be charged at a rate of \$0.20 cents per gallon.

Fill-up - Date: _____ **Fill-up - Date:** _____ **Fill-up - Date:** _____

Beg. Meter Reading: _____ **Beg. Meter Reading:** _____ **Beg. Meter Reading:** _____

End Meter Reading: _____ **End Meter Reading:** _____ **End Meter Reading:** _____

Total Gallons: _____ **Total Gallons:** _____ **Total Gallons:** _____

Total Cost: _____ **Total Cost:** _____ **Total Cost:** _____

Public Works Initials: _____ **Public Works Initials:** _____ **Public Works Initials:** _____

Water Paid: Cash _____ Check # _____ Credit Card _____ Town Clerk Initials: _____



Gateway to the Marble Mountains

Bulk Water Permit Continuation Page

Date: _____ Name of permit holder on previous page: _____
(expired in 5 business days)

For office use only _____

Non-Commercial Use: _____ (*0.03 per gallon) Commercial/Government Use: _____ (*0.05 per gallon)

*Note – Any water dispensed over 8000 gallons, within this permit, will be charged at a rate of \$0.20 cents per gallon.

Fill-up - Date: _____ **Fill-up - Date:** _____ **Fill-up - Date:** _____

Beg. Meter Reading: _____ Beg. Meter Reading: _____ Beg. Meter Reading: _____

End Meter Reading: _____ End Meter Reading: _____ End Meter Reading: _____

Total Gallons: _____ Total Gallons: _____ Total Gallons: _____

Total Cost: _____ Total Cost: _____ Total Cost: _____

Public Works Initials: _____ Public Works Initials: _____ Public Works Initials: _____

Fill-up – Date: _____ **Fill-up – Date:** _____ **Fill-up – Date:** _____

Beg. Meter Reading: _____ Beg. Meter Reading: _____ Beg. Meter Reading: _____

End Meter Reading: _____ End Meter Reading: _____ End Meter Reading: _____

Total Gallons: _____ Total Gallons: _____ Total Gallons: _____

Total Cost: _____ Total Cost: _____ Total Cost: _____

Public Works Initials: _____ Public Works Initials: _____ Public Works Initials: _____

Water Paid: Cash _____ Check # _____ Credit Card _____ Town Clerk Initials: _____



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: June 9, 2025
From: Cherie Stephen – Town Administrator
Subject: Central Community Park and Event Venue Grant
Action: Consideration to re-instate the Central Community Park and Event Venue Grant.

Background:

The Town was awarded a non-matching grant for \$485,000.00 in July 2020 to create a new central park at a downtown location. During the September 11, 2023, regular council meeting, Council approved to return the Central Park grant due to not having a suitable location. Council will have to approve to re-instate the grant to move forward.

Recommendation:

The Town Administrator recommends that the town council discuss further whether to re-instate the Central Community Park and Event Venue grant.

Cherie Stephen

From: Schlusser, Victoria@Parks <Victoria.Schlusser@parks.ca.gov>
Sent: Friday, May 9, 2025 2:13 PM
To: Everett Hullquist
Cc: Cherie Stephen; Madeleine DeAndreis; mdecausmaker@gmail.com; Schilpp, Kristine@Parks
Subject: RE: Town of Fort Jones Statewide Park Grant

Hi Everett,

Glad to hear from you! I know we initially started discussing the location change back in October, but I believe we agreed to revisit the conversation at a later date.

To move forward with the request, we'll need a letter from the Authorized Representative (City Administrator - Cherie) that addresses the following items:

1. Describe the change – Explain what the proposed location change is and why the change is needed.
2. Community notification and feedback – Describe how residents were notified of the proposed location change and given an opportunity to provide feedback. If there was any controversy, please explain what it was and what actions were taken to address it.
3. Impact on access – Explain how the location change affects residents' ability to access the project compared to the original location. Please include whether this increases or decreases the distance for residents and describe any new obstacles (e.g., major roads, lack of sidewalks).
4. Demographics equivalency – Explain how the demographics of the community surrounding the new location are reasonably equivalent to those of the original location.
5. Reason for inability to complete (if applicable) – If the project included Recreation Features or Major Support Amenities that could not be completed at the original location, please explain why they couldn't be completed and confirm that this was due to circumstances beyond the grantee's control.

Once we receive the letter, the request will be forwarded to management for evaluation of the change. If the location change is approved, we'll then need updated application documents for the new proposed project site.

Let me know if you have any questions about the request letter- I'm happy to help!

Best,

Victoria Schlusser | Project Officer

Pronouns: she, her, hers

California Department of Parks and Recreation

Email me (Preferred): Victoria.schlusser@parks.ca.gov

Call me on Teams: +1 916-902-8307

From: Fazeli, Cristelle@Parks <Cristelle.Fazeli@parks.ca.gov>
Sent: Friday, May 9, 2025 12:58 PM
To: Schlusser, Victoria@Parks <Victoria.Schlusser@parks.ca.gov>
Subject: Fw: Town of Fort Jones Statewide Park Grant

See below

Cristelle Fazeli

State of California - Natural Resources Agency
Department of Parks and Recreation
GRANT CONTRACT
2018 Parks Bond Act

Statewide Park Development and Community Revitalization

GRANTEE Town of Fort Jones

GRANT PERFORMANCE PERIOD is from July 01, 2020 through June 30, 2025

CONTRACT PERFORMANCE PERIOD is from July 01, 2020 through June 30, 2050

PROJECT TITLE CENTRAL COMMUNITY PARK & EVENT VENUE PROJECT NUMBER SW-47-003

The GRANTEE agrees to the terms and conditions of this contract, and the State of California, acting through its Director of Parks and Recreation, pursuant to the State of California, agrees to fund the total State grant amount indicated below.

The GRANTEE agrees to complete the PROJECT SCOPE(s) as defined in the Development PROJECT SCOPE / Cost Estimate Form or Acquisition documentation for the Application(s) filed with the State of California.

The General and Special Provisions attached are made a part of and incorporated into the Contract.

Total State Grant not to exceed \$485,000.00

Town of Fort Jones

Grantee

By Karl Drexel
DocuSigned by: Typed or printed name of Authorized Representative

Karl Drexel

FC008B9696A848 Signature of Authorized Representative

Address PO Box 40 Fort Jones, CA 96032

Title City Administrator

Date 7/28/2022

STATE OF CALIFORNIA
 DEPARTMENT OF PARKS AND RECREATION

By Cristelle Fazeli

DocuSigned by: Typed or printed name of Authorized Representative

Cristelle Fazeli

7009862C771F404...

Signature of Authorized Representative

Title Supervisor

Date 7/29/2022

CERTIFICATION OF FUNDING
(For State Use Only)

CONTRACT NO C9803019	AMENDMENT NO	FISCAL SUPPLIER I.D. 0000030759	PROJECT NO. SW-47-003
AMOUNT ENCUMBERED BY THIS DOCUMENT \$485,000.00	FUND. Drought, Water, Cln Air, Cstl Protc, Outdoor Fund		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT	ITEM 3790-101-6088	CHAPTER 6	STATUTE 20
TOTAL AMOUNT ENCUMBERED TO DATE \$485,000.00	Reporting Structured. 37900091	Account/Alt Account. 5432000-5432000000	ACTIVITY CODE 69807
			PROJECT / WORK PHASE 3790000SW47003

I. RECITALS

This CONTRACT is entered into between the California Department of Parks and Recreation (hereinafter referred to as "GRANTOR," "DEPARTMENT" or "STATE") and Town of Fort Jones (hereinafter referred to as "GRANTEE").

The DEPARTMENT hereby grants to GRANTEE a sum (also referred to as "GRANT MONIES") not to exceed \$485,000, subject to the terms and conditions of this CONTRACT and the 2020/21 California State Budget, Chapter 6, statutes of 2020, Item number – 3790-101-6088 (appropriation chapter and budget item number hereinafter referred to as "2018 Parks Bond Act, Statewide Park Development and Community Revitalization GRANT"). These funds shall be used for completion of the GRANT SCOPE(S).

The Grant Performance Period is from July 01, 2020 to June 30, 2025.

II. GENERAL PROVISIONS

A. Definitions

As used in this CONTRACT, the following words shall have the following meanings:

1. The term "ACT" means the California Drought, Water, Parks Climate, Coastal Protection, and Outdoor Access for All Act of 2018, as referred to in section I of this CONTRACT.
2. The term "APPLICATION" means the individual project APPLICATION packet for a project pursuant to the enabling legislation and/or grant program process guide requirements.
3. The term "DEPARTMENT" or "STATE" means the California Department of Parks and Recreation.
4. The term "DEVELOPMENT" means capital improvements to real property by means of, but not limited to, construction, expansion, and/or renovation, of permanent or fixed features of the property.
5. The term "GRANTEE" means the party described as the GRANTEE in Section I of this CONTRACT.
6. The term "GRANT SCOPE" means the items listed in the GRANT SCOPE/Cost Estimate Form found in each of the APPLICATIONS submitted pursuant to this grant.
7. The term "GUIDE" means (1) the document identified as the "Grant Administration Guide for California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 Competitive Grant Programs Capital

Improvement Projects” and (2) The Application Guide that established the competitive procedures and policies for the selection of projects.

B. Project Execution

1. Subject to the availability of GRANT MONIES, the STATE hereby grants to the GRANTEE a sum of money not to exceed the amount stated in Section I of this CONTRACT, in consideration of, and on condition that, the sum be expended in carrying out the purposes as set forth in the scope described in the enabling legislation and referenced in the APPLICATION, Section I of this CONTRACT, and under the terms and conditions set forth in this CONTRACT.

The GRANTEE shall assume any obligation to furnish any additional funds that may be necessary to complete the GRANT SCOPE(S).

The GRANTEE agrees to submit any change or alteration from the original GRANT SCOPE(S) in writing to the STATE for prior approval. This applies to any and all changes that occur after STATE has approved the APPLICATION. Changes in the GRANT SCOPE(S) must be approved in writing by the STATE.

2. The GRANTEE shall complete the GRANT SCOPE(S) in accordance with the time of the Performance Period set forth in Section I of this CONTRACT, and under the terms and conditions of this CONTRACT.

To maintain the integrity of the competitive grant program, the GRANTEE agrees that any other project changes or alterations which deviate from the intent of the project selection criteria provided by the GRANTEE in the original competitive APPLICATION must be submitted in writing to the STATE for prior approval.

3. The GRANTEE shall comply with the California Environmental Quality Act (Public Resources Code, Section 21000, et seq., Title 14, California Code of Regulations, Section 15000 et seq.).
4. The GRANTEE shall comply with all applicable current laws and regulations affecting DEVELOPMENT projects, including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and laws and codes pertaining to individuals with disabilities, including but not limited to the Americans With Disabilities Act of 1990 (42 U.S.C. §12101 et seq.) and the California Unruh Act (California Civil Code §51 et seq.).

C. Project Guide

1. GRANTEE agrees to abide by the GUIDES.
2. GRANTEE acknowledges that STATE may make reasonable changes to its procedures as set forth in the GUIDE. If STATE makes any changes to its procedures and guidelines, STATE agrees to notify GRANTEE within a reasonable time.

D. Project Administration

1. If GRANT MONIES are advanced for DEVELOPMENT projects, the advanced funds shall be placed in an interest bearing account until expended. Interest earned on the advanced funds shall be used on the project as approved by the STATE. If grant monies are advanced and not expended, the unused portion of the grant and any interest earned shall be returned to the STATE within 60 days after project completion or end of the Grant Performance Period, whichever is earlier.
2. The GRANTEE shall submit written project status reports within 30 calendar days after the STATE has made such a request. In any event, the GRANTEE shall provide the STATE a report showing total final project expenditures within 60 days of project completion or the end of the grant performance period, whichever is earlier. The Grant Performance Period is identified in Section I of this CONTRACT.
3. The GRANTEE shall make property or facilities acquired and/or developed pursuant to this contract available for inspection upon request by the STATE.

E. Project Termination

1. Project Termination refers to the non-completion of a GRANT SCOPE. Any grant funds that have not been expended by the GRANTEE shall revert to the STATE.
2. The GRANTEE may unilaterally rescind this CONTRACT at any time prior to the commencement of the project. The commencement of the project means the date of the letter notifying GRANTEE of the award or when the funds are appropriated, whichever is later. After project commencement, this CONTRACT may be rescinded, modified or amended only by mutual agreement in writing between the GRANTEE and the STATE, unless the provisions of this CONTRACT provide that mutual agreement is not required.
3. Failure by the GRANTEE to comply with the terms of the (a) GUIDE, (b) any legislation applicable to the ACT, (c) this CONTRACT as well as any other grant contracts, specified or general, that GRANTEE has entered into with STATE, may be cause for suspension of all obligations of the STATE unless the STATE determines that such failure was due to no fault of the GRANTEE. In such case, STATE may reimburse GRANTEE for eligible costs properly incurred in performance of this CONTRACT despite non-performance of the GRANTEE. To qualify for such reimbursement, GRANTEE agrees to mitigate its losses to the best of its ability.
4. Any breach of any term, provision, obligation or requirement of this CONTRACT by the GRANTEE shall be a default of this CONTRACT. In the case of any default by GRANTEE, STATE shall be entitled to all remedies available under law and equity, including but not limited to: a) Specific Performance; b) Return of all GRANT MONIES; c) Payment to the STATE of the fair market value of the project property or the actual sales price, whichever is higher; and d) Payment to the STATE of the costs of enforcement of this CONTRACT, including but not limited to court and arbitration costs, fees, expenses of litigation, and reasonable attorney fees.

5. The GRANTEE and the STATE agree that if the GRANT SCOPE includes DEVELOPMENT, final payment may not be made until the work described in the GRANT SCOPE is complete and the GRANT PROJECT is open to the public.

F. Budget Contingency Clause

If funding for any fiscal year is reduced or deleted by the budget act for purposes of this program, the STATE shall have the option to either cancel this contract with no liability occurring to the STATE, or offer a CONTRACT amendment to GRANTEE to reflect the reduced grant amount. This Paragraph shall not require the mutual agreement as addressed in Paragraph E, provision 2, of this CONTRACT.

G. Hold Harmless

1. The GRANTEE shall waive all claims and recourse against the STATE including the right to contribution for loss or damage to persons or property arising from, growing out of or in any way connected with or incident to this CONTRACT except claims arising from the concurrent or sole negligence of the STATE, its officers, agents, and employees.
2. The GRANTEE shall indemnify, hold harmless and defend the STATE, its officers, agents and employees against any and all claims, demands, damages, costs, expenses or liability costs arising out of the ACQUISITION, DEVELOPMENT, construction, operation or maintenance of the property described as the project which claims, demands or causes of action arise under California Government Code Section 895.2 or otherwise except for liability arising out of the concurrent or sole negligence of the STATE, its officers, agents, or employees.
3. The GRANTEE agrees that in the event the STATE is named as codefendant under the provisions of California Government Code Section 895 et seq., the GRANTEE shall notify the STATE of such fact and shall represent the STATE in the legal action unless the STATE undertakes to represent itself as codefendant in such legal action in which event the GRANTEE agrees to pay the STATE's litigation costs, expenses, and reasonable attorney fees.
4. The GRANTEE and the STATE agree that in the event of judgment entered against the STATE and the GRANTEE because of the concurrent negligence of the STATE and the GRANTEE, their officers, agents, or employees, an apportionment of liability to pay such judgment shall be made by a court of competent jurisdiction. Neither party shall request a jury apportionment.
5. The GRANTEE shall indemnify, hold harmless and defend the STATE, its officers, agents and employees against any and all claims, demands, costs, expenses or liability costs arising out of legal actions pursuant to items to which the GRANTEE has certified. The GRANTEE acknowledges that it is solely responsible for compliance with items to which it has certified.

H. Financial Records

1. The GRANTEE shall maintain satisfactory financial accounts, documents, including loan documents, and all other records for the project and to make them available to the STATE for auditing at reasonable times. The GRANTEE also agrees to retain such financial accounts, documents and records for five years following project termination or issuance of final payment, whichever is later.
2. The GRANTEE shall keep such records as the STATE shall prescribe, including records which fully disclose (a) the disposition of the proceeds of STATE funding assistance, (b) the total cost of the project in connection with such assistance that is given or used, (c) the amount and nature of that portion of the project cost supplied by other sources, and (d) any other such records that will facilitate an effective audit.
3. The GRANTEE agrees that the STATE shall have the right to inspect and make copies of any books, records or reports pertaining to this contract or matters related thereto during regular office hours. The GRANTEE shall maintain and make available for inspection by the STATE accurate records of all of its costs, disbursements and receipts with respect to its activities under this CONTRACT. Such accounts, documents, and records shall be retained by the GRANTEE for at least five years following project termination or issuance of final payment, whichever is later.
4. The GRANTEE shall use a generally accepted accounting system.

I. Use of Facilities

1. The GRANTEE agrees that the GRANTEE shall operate and maintain the property acquired or developed with the GRANT MONIES, for the duration of the Contract Performance Period.
2. The GRANTEE agrees that, during the Contract Performance Period, the GRANTEE shall use the property acquired or developed with GRANT MONIES under this contract only for the purposes of this grant and no other use, sale, or other disposition or change of the use of the property to one not consistent with its purpose shall be permitted except as authorized by the STATE and the property shall be replaced with property of equivalent value and usefulness as determined by the STATE.
3. The property acquired or developed may be transferred to another entity if the successor entity assumes the obligations imposed under this CONTRACT and with the approval of STATE.
4. Any real Property (including any portion of it or any interest in it) may not be used as security for any debt or mitigation, without the written approval of the STATE provided that such approval shall not be unreasonably withheld as long as the

purposes for which the Grant was awarded are maintained. Any such permission that is granted does not make the STATE a guarantor or a surety for any debt or mitigation, nor does it waive the STATE'S rights to enforce performance under the Grant CONTRACT.

5. All real property, or rights thereto, acquired with GRANT MONIES shall be subject to an appropriate form of restrictive title, rights, or covenants approved by the STATE. If the project property is taken by use of eminent domain, GRANTEE shall reimburse STATE an amount at least equal to the amount of GRANT MONIES received from STATE or the pro-rated full market value of the real property, including improvements, at the time of sale, whichever is higher.
6. If eminent domain proceedings are initiated against GRANTEE, GRANTEE shall notify STATE within 10 days of receiving the complaint.

J. Nondiscrimination

1. The GRANTEE shall not discriminate against any person on the basis of sex, race, color, national origin, age, religion, ancestry, sexual orientation, or disability in the use of any property or facility developed pursuant to this contract.
2. The GRANTEE shall not discriminate against any person on the basis of residence except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence and pursuant to law.
3. All facilities shall be open to members of the public generally, except as noted under the special provisions of this project contract or under provisions of the enabling legislation and/or grant program.

K. Severability

If any provision of this CONTRACT or the application thereof is held invalid, that invalidity shall not affect other provisions or applications of the CONTRACT which can be given effect without the invalid provision or application, and to this end the provisions of this CONTRACT are severable.

L. Liability

1. STATE assumes no responsibility for assuring the safety or standards of construction, site improvements or programs related to the GRANT SCOPE. The STATE'S rights under this CONTRACT to review, inspect and approve the GRANT SCOPE and any final plans of implementation shall not give rise to any warranty or representation that the GRANT SCOPE and any plans or improvements are free from hazards or defects.
2. GRANTEE will secure adequate liability insurance, performance bond, and/or other security necessary to protect the GRANTEE's and STATE'S interest

against poor workmanship, fraud, or other potential loss associated with completion of the grant project.

M. Assignability

Without the written consent of the STATE, the GRANTEE'S interest in and responsibilities under this CONTRACT shall not be assignable by the GRANTEE either in whole or in part.

N. Use of Grant Monies

GRANTEE shall not use any grant funds (including any portion thereof) for the purpose of making any leverage loan, pledge, promissory note or similar financial device or transaction, without: 1) the prior written approval of the STATE; and 2) any financial or legal interests created by any such leverage loan, pledge, promissory note or similar financial device or transaction in the project property shall be completely subordinated to this CONTRACT through a Subordination Agreement provided and approved by the STATE, signed by all parties involved in the transaction, and recorded in the County Records against the fee title of the project property.

O. Section Headings

The headings and captions of the various sections of this CONTRACT have been inserted only for the purpose of convenience and are not a part of this CONTRACT and shall not be deemed in any manner to modify, explain, or restrict any of the provisions of this CONTRACT.

P. Waiver

Any failure by a party to enforce its rights under this CONTRACT, in the event of a breach, shall *not* be construed as a waiver of said rights; and the waiver of any breach under this CONTRACT shall *not* be construed as a waiver of any subsequent breach.

III. SPECIAL PROVISIONS

March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U. S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. This Executive order extends to recipients of any State *Grants (Grantee)*. *Grantees include those who have contracted or will contract to receive State grants funds. Accordingly*, should the State determine that a Grantee is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. 7

The State shall provide the Grantee advance written notice of such termination, allowing the Grantee at least 30 calendar days to provide a written response. Termination of any contract found to be in violation of this Executive Order shall be at the sole discretion of the State.

Town of Fort Jones

GRANTEE

Signed by:

Karl Drexel

By:

FC008B9686A84B7

Signature of Authorized Representative

Title: City Administrator

Date: 7/29/2022

STATE OF CALIFORNIA

DEPARTMENT OF PARKS AND RECREATION

Cristelle Fazeli

By:

7009862C771F404

Signature of Authorized Representative

Title: Supervisor

Date: 7/29/2022

California State Parks Community FactFinder Report

Project ID: 102487
Coordinates: 41.6058, -122.8431
Date: 3/6/2021

This is your project report for the site you have defined. Please refer to your Project ID above in any future communications about the project.

PROJECT AREA STATISTICS

County	Siskiyou
City	Fort Jones
Total Population	722
Youth Population	159
Senior Population	209
Households Without Access to a Car	0
Number of People in Poverty	153
Median Household Income	\$44,276
Per Capita Income	\$24,890
Park Acres	0.00
Park Acres per 1,000 Residents	0.00

PROJECT AREA MAP



REPORT BACKGROUND

The project statistics have been calculated based on half mile radius around the point location selected. Only park acres within the project area's half mile radius are reported.

Population and people in poverty are calculated by determining the percent of any census block-groups that intersect with the project area. The project area is then assigned the sum of all the census block-group portions. An equal distribution in census block-groups is assumed. Rural areas are calculated at a census block level to improve results.

Median household and per capita income are calculated as a weighted average of the census block- group values that fall within the project area.

More information on the calculations is available on the methods page.

Demographics—American Community Survey (ACS) 5-year estimates 2014-2018; Decennial 2010 Census; the margin of error (MOE) was not analyzed.

Parks—California Protected Areas Database 2020a CFF adjusted (6/2020) - more information at <http://www.CALands.org>. Parks and park acres area based on best available source information but may not always contain exact boundaries or all parks in specific locations. Parks are defined further in the 2015 SCORP (pg. 4).

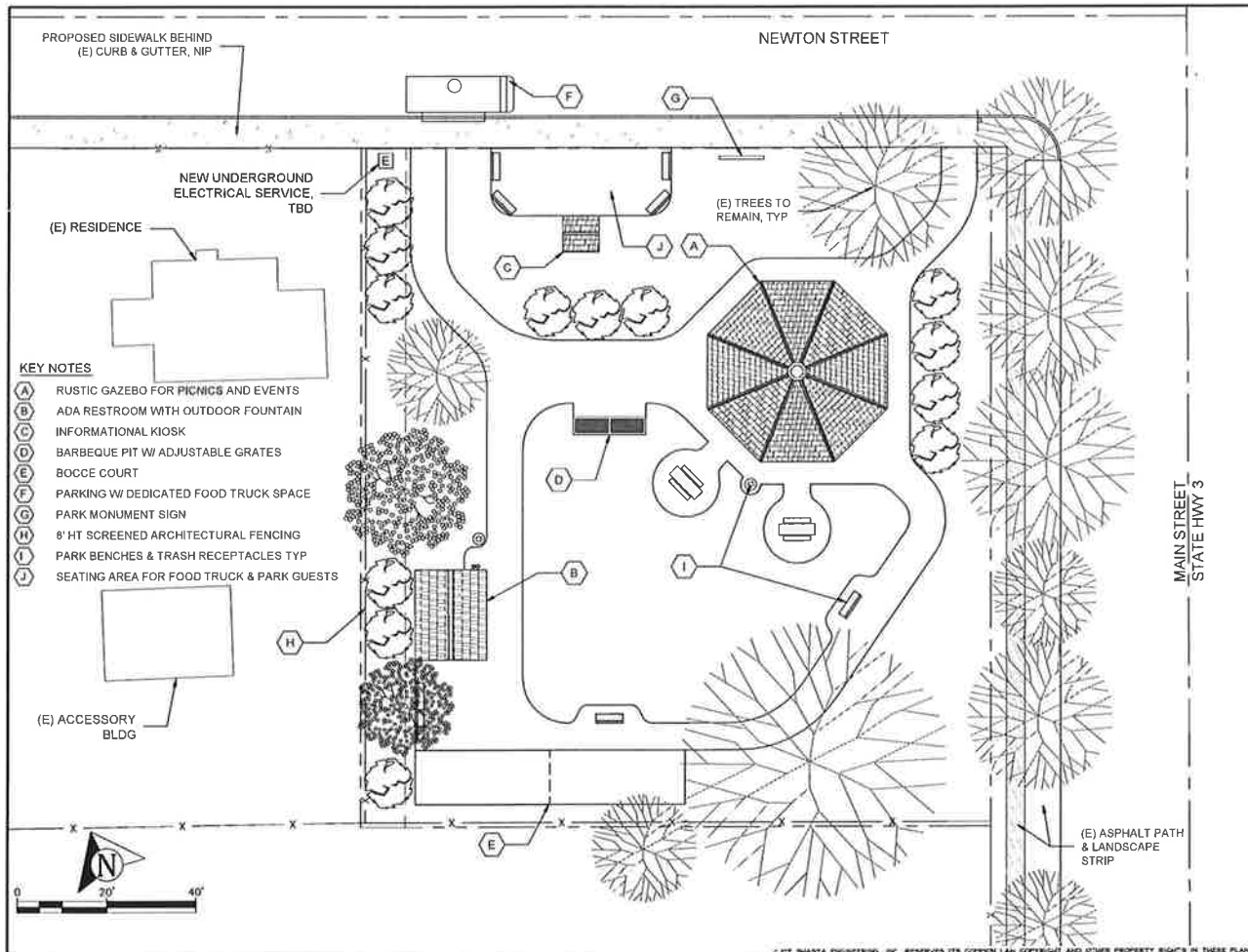
Users can send updated information on parks to SCORP@parks.ca.gov



SCORP Community FactFinder is a service of the
California Department of Parks and Recreation
www.parks.ca.gov

SCORP Community FactFinder created by
GreenInfo Network www.greeninfo.org
in consultation with CA Dept. of Parks and Rec





F.T. SHASTA ENGINEERING
508 CHESTNUT ST., - STE. 3
MOUNT SHASTA, CA 96067
PH: 530-918-8074
DO NOT SCALE THESE DRAWINGS

CLIENT: 000
TOWN OF FORT JONES
COMMUNITY PARK
11725 MAIN ST.
FORT JONES, CA 96032
APN: 055-052-030

SHEET TITLE: 000
CONCEPTUAL
SITE PLAN

PROJECT NUMBER: 000
208.01

ISSUE DATE: 3/11/21

SCALE: AS NOTED

DRAWN BY: NER

ENGINEERED: _____

CHECKED: _____

SHEET: _____

FIGURE 1