



April Ft. Jones Police Department Statistics

Animal Control- 8

Events- 6

Trespass- 4

Juvenile/School- 30

Battery- 1

Domestic Violence- 1

Runaway/Missing person- 1

Traffic Collision- 0

Assists- 20

Civil- 15

Theft- 1

Vandalism- 0

Traffic- 25

Code Enforcement- 10

Non-Crim- 20

Medical/Fire- 5

The above is a consolidation of statistics logged in with our Computer Automated Dispatch System.

Does not include Calls for service outside our logged activity

Ft. Jones Police Department Monthly Report

April 2026

The month of April flew by quickly with predominately unseasonably warm weather bringing people outdoors to enjoy the longer days. We had several events in both towns including the beginning of baseball season begin also which brought people in from out of the area to enjoy our valley festivities. I'm happy to report that while town was experiencing an influx of others, each event was safe and fun for all. With new events and activities occurring throughout the summer we expect to see these numbers of visitors continue to grow, bringing more opportunities to local businesses.

Traffic- With more people comes more traffic and the difficulties that arise with distracted driving. Speed is obviously one of our main concerns and we will be very proactive, prioritizing enforcement in and around town. Public works and I have been working on a few new safety measures within town, which council will be updated when in place. We actively work with CAL-Trans regarding issues on Main Street as well as County roads when dealing with roadways approaching town. Although it is a little more difficult, we do see progress in making our town's streets safer for drivers and pedestrians. As mentioned before, If you notice a traffic issue around town or the valley, please let me know so we can address it before it becomes a bigger problem.

Schools- As the summer session approaches, our local students become a bit more antsy. Although it is a normal part of the school year, it does bring more excitement to containing the spring energy in the right direction. We have actively been working with school staff and administration to bring a seamless transition into summer while already preparing for next year.

Animal Control- While animal control issues have been leveling out, we are taking the opportunity to prepare for the new licensing year by working with city staff in reviewing past registrations and comparing them to what we are seeing on patrol. Thank you city hall for providing this critical information and making our lives at the PD easier. We continue to receive donations from the public to our animal control program, giving us the ability to create a better housing situation if the need arises to home animals for short periods of time.

Reports/Cases- Cases continue to be on a normal track for the year and I anticipate the number beginning to climb as summer approaches and the addition of Officers is implemented.

Calls for Service- Calls for service remain high but again most of them positive mixed in with everyday life. We continue to support our amazing fire and ems services when we can. This unification of services is very important and critical to our communities' existents and preservation of services we utilize on a daily basis. Our values, partnerships, and morals are a rare commodity these days and it is very special to our valley that others don't get to

experience. We hope to have updates in the very near future on the developments of our consolidation efforts.

Ordinance Enforcement- Several more code enforcement cases have come to a close with positive results. We continue to look forward to our next meeting with Siskiyou code enforcement and the DA's office. Anyone interested in joining us is more than welcome and we hope to see you there. These critical meetings help us all understand policies and procedures in code enforcement while helping us build partnerships needed to succeed in these issues.

PAL- PAL is continuing our clay birds, wrestling, and swimming programs while continuing our efforts in bringing a skate park to our valley and reestablishing access to existing infrastructure. It is a lot of work to maintain these programs and keep them going, so thank you to all the volunteers and their tireless efforts in making sure these youth programs can continue.

Misc.- We are excited to see a return of Officer Martin after a maternity leave. While we congratulate her and her new family member we can't wait to have her back on patrol. We will also be seeing two new officers join our department shortly and we hope to introduce them soon. These two officers will be an amazing addition to the department and can't wait to see what amazing services they bring to our community.



Fort Jones Fire Department

Chief Joseph Hess
PO Box 597
31 Newton Street
Fort Jones CA, 96032
Station Phone (530)468-2261
E-Mail- ftjfire@sisqtel.net

To Town Council,

The Fire Department responded to 29 calls for service in the month of April. Members participated in 29 hours of scheduled training and numerous hours of online and on-duty proficiency training. The department has responded to 130 calls in 2026.

April 2026 Calls

Call Type	City Limits	Out of City
MEDICAL AID	5	19
VEGETATION FIRE		2
TRAFFIC COLLISION	1	1
CANCELLED/FALSE ALARM		1
TOTAL	6	23

We completed our annual wildland fire refresher training drill in conjunction with Scott Valley Fire District, Etna Fire Department, and Calfire.

We are working with Etna High School to help develop a CTE program that focuses on Emergency response training. If all goes according to plan we will have a 2 year program that will give high school students a solid footing with multiple pathways in emergency response after graduation. The current goal is to have the first year of the program start this fall at the High School.

As mentioned last month we don't have a time frame yet as to when we will shut down dooryard burning, but we would urge everyone to complete any burning they have soon to avoid being caught with unburned piles as we move into summer months. If you have any questions about safe burning feel free to come talk to us and we are more than happy to come out to properties in town and look at your piles to ensure they are safe for burning.

Town of Fort Jones

Public Works Report

April 2026

Sewer

We recorded all the daily readings at the wastewater treatment plant and compiled them into a usable form. We completed the CIWQS spill reporting for the month. There were no spills for the month of April.

We are working on updating the Towns sanitary sewer management plan as per the state regulations. We located all 811 requests in the Town.

We attended a meeting with SHN to discuss all aspects of the proposed new wastewater treatment plant.

Water

We read all the meters and entered the information into the billing software. We worked with the office to do the billing and to correct discrepancies. We updated the Towns lead service line inventory to reflect additional information.

We dug up three service lines on Carlock street due to an inoperable valve. We added three new valves and three new meters to this location.

We dug up a service connection on Butte St. due to a broken valve. We replaced the valve, set the boxes and poured the sidewalk back into place. The repair necessitated the shut down of a section of water main. We coordinated with the State water boards, the residents and Town staff to notify everyone of the shut down and planned chlorination of the drinking water supply.

We received lead and copper samples bottles from the lab. This year we are required to test for lead and copper. We test for lead and copper every three years.

We received this year's Consumer Confidence Report. There were no violations in 2025. We expect to have this distributed by early June.

The engineer has given us a rough estimate of the cost to do the Main Street Water Main replacement project. It is 630K.

Parks

We removed the trash weekly from the parks. We wanted to remind residents that the Towns trash cans are not for dumping household garbage. We opened the bathrooms and turned on all the water sprinkler systems.

We fixed numerous sprinkler system problems throughout Town. There were broken sprinklers at both the Little League Park and Walker Fields. At Town Hall, one of the zones (zone 3), would not stop sprinkling once it was turned on. It was determined that the automatic valve had stopped operating the way it should. There were no maps of where these valves are located that we are aware of. This necessitated the need to dig up all the sprinklers in that zone to see where it teed off to go back to the valve. The valve was eventually found and replaced after a lot of digging and exploring for it. Town Hall now has one new automatic valve, and two new valve boxes marking the location of the valves. There are still a few valves with an unknown location at Town Hall.

We mowed the parks weekly. After the John Deere mower broke down, it was determined that it would be more cost effective to buy a new mower, than to try to replace or rebuild the broken transmission on the old mower. We worked with vendors and Town Staff to follow the purchasing ordinance outlined in the Municipal Code. We ordered the new mower which is the same make and model from Pape Machinery in Medford. In the meantime we used the brush mower to mow the big ball park, and the craftsman to mow the smaller parks in lieu of the John Deere mower. We serviced the two weedeaters by installing a new fuel filter, air filter and spark plug for each.

We attended a meeting at Town Hall about the placement of a potential new central park for Fort Jones.

Roads

We took out the trash weekly from the Towns trash cans. We located the Towns storm drains for all 811 requests. We mowed down weeds along Scott River Road and other roads. We used the weed eater along stretches of road shoulders to try to prevent a catastrophic wildfire.

The Towns left over funds from the RSTP Scott River Rd chip seal project are not able to be used to do another round of chip sealing, without re applying and getting the SCLTC approval. The deadline for the call for RSTP projects has passed.

We are anticipating that the Butte and Bower St. project will commence within the Month of May.



**REPORT
FROM THE TOWN ADMINISTRATOR
TO THE TOWN COUNCIL**

May 11, 2026

This report covers the month of April 2026.

Budget

The Town Administrator has been working with consultants on:

- Submittal of the 2025 FTR (financial transactions report) by the deadline;
- AB 2788 Maintenance of Effort Prop 172 report required by the auditor;
- CDBG (Community Development Block Grants) 2025 Loan Summary letters were issued to 17 loan holders.

Discussions are occurring about town financials and 26-27 Budget preparation.

Organization

Hired a part-time customer service person, position had been vacant for 6 months with Town Clerk assimilating those tasks daily.

Worked with MuniCode publishing to update Elected Officials and ordinance records.

Processed various building permits and enlisted the services of PlaceWorks for Planning matters.

Prepared a matrix of staff evaluations and reviewed personnel files.

Continued meeting with BKF and HCD about the CDBG loans, and SHN about the Wastewater Treatment Plan project.

Supported a staff member who took the initiative to update the Mission Square Retirement contact information for the Town of Fort Jones.

Inquired about important dates for the November 26 election i.e. nomination period, and resolution consolidating the election with Siskiyou County

Attended various meetings about the Town Hall roof replacement.

Celebrated with City Hall office team Administrative Professionals Day (April 22, 26).

Reached out to the FPPC (Fair Political Practices Commission) to get clarification on filings.

Daily, reviews incoming mail for appropriate routing and resolution.

Discussed with staff a "sail" being placed at the Town Hall park.

Community

- Organized and supported a City Council community input meeting about the new community park location change (April 27, 26).
- Informed the community about the upcoming community Lyons Club cleaning event on May 23, 2026 from 8-12 via the website
- Responded to various inquiries about CDBG loans
- Worked with Glow Fest 2026 organizers to have a temporary use permit

Prepared by:

Silvia Vonderlinden

Town Administrator





Special Meeting Minutes
Thursday, April 9, 2026 @ 4:30pm

Town Hall
11960 East Street, Fort Jones, CA. 96032

CALL TO ORDER AND ROLL CALL:

Fort Jones Town Council Roll Call:

Members: DeAndreis DeCausmaker Garcia LaRiviere Johnson

PLEDGE OF THE ALLEGIANCE: Led by Mayor DeAndreis

PUBLIC COMMENTS:

Any person may address the Council at this time regarding the subject matter of any item on this meeting agenda only. There is a three (3) minute limit per person.

Bradley Isbell spoke about Scott Valley Disposal and permitting process
(comment submitted for the record)

Joy Isbell spoke about Scott Valley Disposal and how the process has been.
(comment submitted for the record)

Seth Curry with the Siskiyou County Planning Department, made comments about the project.

ADJOURN TO CLOSED DOOR SESSION:

CLOSED DOOR SESSION:

The Town Council will recess to closed Session to discuss the below item(s). At the conclusion of the Closed Session, Open Session will be reconvened and reportable action, if any, will be announced. Announcement of any action taken by the City Council in Closed session required by the Ralph M. Brown Act (Government Code §54950 et. seq.).

- A. Potential Litigation (Exposure to litigation) (City Initiating) (Gov. Code §54956.9 D2)

Number of Cases: 3

RETURN TO OPEN SESSION:

6:48pm

REPORT ON CLOSED SESSION:

- A. No reportable action, direction was given to staff
- B. Approval of contract with Placeworks for \$7,500.00

Town Attorney Jared clarified that there is already an agreement in place.
No action required.

ADJOURNMENT: 6:50 pm the next Fort Jones Town Council meeting is scheduled to be held on April 13, 2026 @ 6:30pm

Attest:

Corinne Guidi, Town Clerk

Approved:

Madeline DeAndreis, Mayor



**Fort Jones Town Council
Special Meeting Minutes
Monday, April 13, 2025 @ 5:30PM**

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 5:36p.m. In addition to the Mayor, Councilmembers present were Michelle DerCausmaker, Mercedes Garcia, Alex LaRiviere and by Zoom Andrew Jared (attorney)
Arrived late: Paula Johnson at 5:50pm

PLEDGE OF ALLEGIANCE: Led by Mayor DeAndreis

PUBLIC COMMENTS:

There was no public comment

CLOSED SESSION:

Public employee performance evaluation

Pursuant to Government Code Section (Government Code Section§ 54957)

Position; Town Administrator

REPORT ON CLOSED SESSION:

No reportable action

ADJOURNMENT:

The meeting was adjourned at 6:20p.m. The next regular town council meeting is scheduled to be held on May 11, 2026 @ 6:00pm

Attest:

Corinne Guidi
Town Clerk

Approved:

Madeline DeAndreis, Mayor



MINUTES

Special Meeting

Monday, April 20, 2026 @ 5:00pm

Town Hall

11960 East Street Fort Jones, CA 96032

CALL TO ORDER: Mayor DeAndreis called the meeting to order at 5:00 p.m.

Fort Jones Town Council Roll Call:

Members: DeAndreis DeCausmaker Garcia Johnson LaRiviere

Council Members present: DeAndreis, DeCausmaker, Garcia, and LaRiviere

Council Member absent: Johnson

Staff present: Town Administrator Vonderlinden, Town Attorney Jared and Fire Chief Hess

PLEDGE OF ALLEGIANCE: Led by Mayor DeAndreis

PUBLIC COMMENTS:

There was no public comment.

CLOSED SESSION:

The Council addressed item B first, and Town Attorney Jared explained there was just one case under agenda item A.

The Town Council will recess to Closed Session to discuss the below item(s). At the conclusion of the Closed Session, Open Session will be reconvened and reportable action, if any, will be announced. Announcement of any action taken by the City Council in Closed Session required by the Ralph M. Brown Act (Government Code § 54950 et. seq.).

- A. Conference with legal counsel on anticipated litigation where there is significant exposure to litigation (Gov. Code §54956.9)

Number of cases: 2

B. Conference with Labor Negotiations (Pursuant to Government Code §54957.6)

City Negotiator: Joseph Hess

Employee Organization: Fire Department Personnel.

The Council addressed agenda item B first. Chief Hess left after this portion of the meeting at 5:20 p.m.

At 5:21 p.m. Council addressed agenda item A.

REPORT ON CLOSED SESSION – 6:25 p.m.

No reportable action.

ADJOURNMENT:

The meeting adjourned at 6:26 p.m. The next Fort Jones Town Council Meeting is scheduled to be held on May 11, 2026, at 6:30pm

Attest:

Corinne Guidi, Town Clerk

Approved:

Madeleine DeAndreis, Mayor



Special Meeting Minutes
Monday, April 27, 2026 at 5:30pm
Town Hall
11960 East Street Fort Jones, CA 96032

This is a Community Meeting to get Input from the General Public

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 5:30pm. In addition to the mayor, councilmembers were present, Alex LaRiviere and Paula Johnson,

Absent: M. Garcia and M. DeCausmaker

Staff present: Silvia Vonderlinden – Town Administrator, Andrew Jared - Town Attorney and Joseph Hess - F.J. Fire Chief, Josh Short - Police Chief and Corinne Guidi – Town Clerk

PLEDGE OF ALLEGIANCE: Led by Mayor DeAndreis

Town Attorney Jared provided comments on how the Council is here to listen to the input and not give any direction or share preferences or opinions

PUBLIC COMMENTS:

Rhonda Zinkel provided comments about her property.

Susie LeMer spoke about her property.

Ada wants a merry go round.

Amy Mathis shared concerns about sidewalk safety.

Rhonda Zinkel spoke again asking about her particular situation.

Mr. Hullquist, with Public Works, provided the staff report.

DISCUSSION / REPORTS COORESPONDENCE: NON-ACTION ITEMS:

Kory Hayden is the executive director of the Yreka Chamber of Commerce. She was introduced as the facilitator for the evening. Mrs. Hayden encouraged residents to share their ideas by placing title pages on the wall representing specific focus areas.

Below are the title pages with everyone's suggestions:

Possible Sites:

- Old High School
- Old H.S. is the best option (since the asbestos isn't an issue) all issues have been resolved
- Site of the old High School off Hwy 3
- 125 Newton St. which has power and sewer and is on 1 acre
- 101 Butte St.
- Walker Field (shade)
- Lot next to the Lumber Yard

What features are the most important:

- Merry Go Round, sandbox and monkey bars
- Splash feature (splash pad)
- Lighting is safe for all and if it is off Highway 3
- Area for groups to BBQ
- Public Restrooms
- Drinking fountains
- Movie and Music Area with a Stage
- Shade everywhere
- Educational walking loop
- Gazabo
- Child Care could use a little park also
- Making sure it's all handicapped equipped
- Space for all events, music, weddings, annual car show, restrooms and kid area
- Pickleball
- Creating a monument for a better city
- Walkable space
- Climbing wall and/or theme
- Food trucks space for multiple food trucks
- Swings, sandbox and a climbing structure

What should the city do next:

- Put cover over the small park
- Build off the small park off the Town Hall and make it bigger
- Have all funds to purchase and end the idea
- Give owner of the main street house (yellow house) a written formal notice that her property is know longer going to be considered for the park site ever.
- Have a plan before Hwy 3 beautification road access
- Make sure all utilities are available at lower cost
- Post a sign for the future park on the site so people know where it is going to be
- Have a maintenance plan
- Seek out companies that would donate labor, materials etc. Also see if a paving company will donate time to put in a parking lot. Having a construction company donates bathrooms, shade and all the features. This would help with the grant to go further.
- Must have safe walking for all and all side walks should have a cross walk

ADJOURNMENT:

6:21pm the next Fort Jones Town Council Meeting is scheduled to be held on May 11, 2026,
at 6:30 p.m.

Attest:

Corinne Guidi, Town Clerk

Approved:

Madeleine DeAndreis, Mayor

1:18 PM
05/04/26

Town of Fort Jones
Payroll Summary
March 2026

	Hours	Rate	Mar 26
Employee Wages, Taxes and Adjustments			
Gross Pay			
Retention Recruitment Officer	3		5,408.00
Salary (Fire Chief)	2		5,510.00
Admin-Hourly	115.42	90.00	10,387.80
Clerk Payroll	160	23.92	3,753.60
COLA OT Adj	67.52	1.38	93.18
COLA Regular Adj	1,139	0.75	1,237.27
Fire Hall Seasonal			0.00
Firefighter Rate		16.00	0.00
Holiday - Clerk		23.92	0.00
Holiday - Janitorial		18.71	0.00
Janitorial Payroll	105.5	18.71	1,973.91
Library Payroll	68	20.00	1,456.00
On-call PW	511	2.00	1,022.00
Overtime- Water		56.20	0.00
Overtime-Roads		56.20	0.00
Overtime-Sewer		56.20	0.00
Overtime - Admin	26.33	35.88	924.37
Overtime - Parks/Rec		56.20	0.00
Parks Payroll	38.5	28.10	1,017.77
Road Payroll	52.5	28.10	1,239.79
Sewer Payroll	64.5	28.10	1,627.17
Sick Pay - Clerk		23.92	0.00
Sick Pay - Fire		35.05	0.00
Sick Pay - Janitorial		18.71	0.00
Sick Pay - Water	19.5	28.10	506.25
Strike Team	580		0.00
Vacation - Clerk		23.92	0.00
Vacation - Fire		35.05	0.00
Vacation - Janitorial		18.71	0.00
Vacation - Water	12.5	23.41	292.63
Water Payroll	131.5	28.10	3,387.65
WWTF	1	27.17	27.17
Total Gross Pay	3,097.77		39,864.56
Deductions from Gross Pay			
2520- Med Ins Employee			-936.50
Total Deductions from Gross Pay			-936.50
Adjusted Gross Pay	3,097.77		38,928.06
Taxes Withheld			
Federal Withholding			-3,198.00
Medicare Employee			-578.04
Social Security Employee			-2,471.62
CA - Withholding			-1,020.22
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-7,267.88
Net Pay	3,097.77		31,660.18

1:18 PM
05/04/26

Town of Fort Jones
Payroll Summary
March 2026

	Hours	Rate	Mar 26
Employer Taxes and Contributions			
Federal Unemployment			63.50
Medicare Company			578.04
Social Security Company			2,471.62
CA - Unemployment Company			656.24
Qualified OT Tracking			169.63
CA - Employee Training Tax			0.00
Total Employer Taxes and Contributions			3,939.03

Town of Fort Jones
Vendor Balance Detail
As of March 31, 2026

Type	Date	Num	Account	Amount	Balance
0 +					20,534.76
Total 0 +					20,534.76
ALLSTAR Fire Equipment Inc.					51,429.99
Total ALLSTAR Fire Equipment Inc.					51,429.99
AT&T					0.00
Bill Pmt -Check	03/26/2026	28876	2000 - Accounts ...	0.00	0.00
Total AT&T				0.00	0.00
Basic Fencing					0.00
Bill Pmt -Check	03/26/2026	28877	2000 - Accounts ...	0.00	0.00
Total Basic Fencing				0.00	0.00
City of Medford Finance Department					0.00
Bill Pmt -Check	03/26/2026	28878	2000 - Accounts ...	0.00	0.00
Total City of Medford Finance Department				0.00	0.00
Colantuono, Highsmith & Whatley, PC					0.00
Bill	03/10/2026	69934	2000 - Accounts ...	886.50	886.50
Bill	03/10/2026	88635	2000 - Accounts ...	2,632.50	3,519.00
Bill Pmt -Check	03/10/2026	28863	2000 - Accounts ...	-3,519.00	0.00
Total Colantuono, Highsmith & Whatley, PC				0.00	0.00
CRBR Property Damage Services					6,112.00
Total CRBR Property Damage Services					6,112.00
Curtis Tools for Heroes					0.00
Bill Pmt -Check	03/26/2026	28879	2000 - Accounts ...	0.00	0.00
Total Curtis Tools for Heroes				0.00	0.00
Dell					0.00
Total Dell					0.00
Dr. Scott Essex					0.00
Bill Pmt -Check	03/26/2026	28880	2000 - Accounts ...	0.00	0.00
Total Dr. Scott Essex				0.00	0.00
E&S Engineers and Surveyors					9,195.50
Bill Pmt -Check	03/11/2026	28843	2000 - Accounts ...	-9,195.50	0.00
Bill	03/26/2026	5415	2000 - Accounts ...	2,328.50	2,328.50
Bill	03/26/2026	5414	2000 - Accounts ...	384.00	2,712.50
Bill	03/26/2026	5423	2000 - Accounts ...	500.00	3,212.50
Total E&S Engineers and Surveyors				-5,983.00	3,212.50
Everett Hullquist *					0.00
Bill Pmt -Check	03/25/2026	28903	2000 - Accounts ...	-187.30	-187.30
Bill	03/26/2026		2000 - Accounts ...	187.30	0.00
Total Everett Hullquist *				0.00	0.00

Town of Fort Jones
Vendor Balance Detail
 As of March 31, 2026

Type	Date	Num	Account	Amount	Balance
Ferguson Waterworks					223.68
Bill Pmt -Check	03/11/2026	28844	2000 - Accounts ...	-223.68	0.00
Total Ferguson Waterworks				-223.68	0.00
FirstNet					0.00
Bill	03/02/2026	2873...	2000 - Accounts ...	436.80	436.80
Bill Pmt -Check	03/26/2026	28881	2000 - Accounts ...	-436.80	0.00
Total FirstNet				0.00	0.00
Fort Jones Ace Hardware					-21.41
Bill	03/10/2026	17093	2000 - Accounts ...	83.48	62.07
Bill Pmt -Check	03/10/2026	28864	2000 - Accounts ...	-83.48	-21.41
Total Fort Jones Ace Hardware				0.00	-21.41
Fort Jones Lumber					538.75
Bill	03/05/2026	3659...	2000 - Accounts ...	182.09	720.84
Bill Pmt -Check	03/11/2026	28845	2000 - Accounts ...	-538.75	182.09
Bill	03/18/2026	3671...	2000 - Accounts ...	35.01	217.10
Bill	03/18/2026	3671...	2000 - Accounts ...	52.39	269.49
Bill	03/23/2026	3674...	2000 - Accounts ...	9.83	279.32
Bill	03/23/2026	3674...	2000 - Accounts ...	9.83	289.15
Bill	03/23/2026	3674...	2000 - Accounts ...	5.45	294.60
Bill	03/25/2026	3678...	2000 - Accounts ...	0.49	295.09
Total Fort Jones Lumber				-243.66	295.09
Golden State Risk Management Authority					0.00
Bill Pmt -Check	03/11/2026	28846	2000 - Accounts ...	-5,328.00	-5,328.00
Bill	03/15/2026	EB-0...	2000 - Accounts ...	5,328.00	0.00
Total Golden State Risk Management Authority				0.00	0.00
Kenny's Lock Shop					0.00
Bill	03/01/2026	2417	2000 - Accounts ...	20.00	20.00
Bill Pmt -Check	03/11/2026	28847	2000 - Accounts ...	-20.00	0.00
Total Kenny's Lock Shop				0.00	0.00
Kevin Hullquist					0.00
Bill	03/02/2026	Capers	2000 - Accounts ...	348.00	348.00
Bill Pmt -Check	03/11/2026	28848	2000 - Accounts ...	-348.00	0.00
Total Kevin Hullquist				0.00	0.00
League of California Cities					600.00
Bill Pmt -Check	03/26/2026	28882	2000 - Accounts ...	-105.00	495.00
Total League of California Cities				-105.00	495.00
Life Assist					208.07
Bill Pmt -Check	03/11/2026	28849	2000 - Accounts ...	-208.07	0.00
Total Life Assist				-208.07	0.00

Town of Fort Jones
Vendor Balance Detail
As of March 31, 2026

Type	Date	Num	Account	Amount	Balance
Mechanics Bank					0.00
Bill	03/15/2026		2000 - Accounts ...	130.00	130.00
Total Mechanics Bank				130.00	130.00
Michelle DeCausmaker					0.00
Bill	03/12/2026		2000 - Accounts ...	23.51	23.51
Bill Pmt -Check	03/12/2026	28865	2000 - Accounts ...	-23.51	0.00
Total Michelle DeCausmaker				0.00	0.00
Mission Communications					0.00
Bill	03/05/2026	2018...	2000 - Accounts ...	72.00	72.00
Bill Pmt -Check	03/11/2026	28850	2000 - Accounts ...	-72.00	0.00
Total Mission Communications				0.00	0.00
Mitch's Certified Classes					0.00
Bill	03/20/2026	2035...	2000 - Accounts ...	850.00	850.00
Bill Pmt -Check	03/26/2026	28883	2000 - Accounts ...	-850.00	0.00
Total Mitch's Certified Classes				0.00	0.00
Moore's Gravel					634.17
Bill Pmt -Check	03/11/2026	28851	2000 - Accounts ...	-634.17	0.00
Total Moore's Gravel				-634.17	0.00
MuniBilling					0.00
Bill	03/20/2026	18405	2000 - Accounts ...	1,988.19	1,988.19
Bill Pmt -Check	03/26/2026	28884	2000 - Accounts ...	-1,988.19	0.00
Total MuniBilling				0.00	0.00
NFPA					0.00
Bill	03/26/2026		2000 - Accounts ...	225.00	225.00
Total NFPA				225.00	225.00
PACE Labs					0.00
Bill	03/06/2026	2628...	2000 - Accounts ...	775.00	775.00
Total PACE Labs				775.00	775.00
PACE Supply					0.00
Bill	03/02/2026	2811...	2000 - Accounts ...	166.30	166.30
Bill Pmt -Check	03/11/2026	28852	2000 - Accounts ...	-166.30	0.00
Bill	03/16/2026	2811...	2000 - Accounts ...	1,690.85	1,690.85
Bill Pmt -Check	03/26/2026	28885	2000 - Accounts ...	-1,690.85	0.00
Total PACE Supply				0.00	0.00
Pacific Power					0.00
Bill Pmt -Check	03/11/2026	28853	2000 - Accounts ...	-7,101.64	-7,101.64
Bill	03/18/2026		2000 - Accounts ...	7,101.64	0.00
Bill	03/26/2026		2000 - Accounts ...	6,210.12	6,210.12
Total Pacific Power				6,210.12	6,210.12

Town of Fort Jones
Vendor Balance Detail
As of March 31, 2026

Type	Date	Num	Account	Amount	Balance
Plumbing Service and Supplies					0.00
Bill Pmt -Check	03/26/2026	28886	2000 - Accounts ...	0.00	0.00
Total Plumbing Service and Supplies				0.00	0.00
Prentice Long					0.00
Bill Pmt -Check	03/26/2026	28887	2000 - Accounts ...	0.00	0.00
Total Prentice Long				0.00	0.00
Quad-B Systems					5,862.76
Bill	03/02/2026	10644	2000 - Accounts ...	630.00	6,492.76
Bill	03/02/2026	10645	2000 - Accounts ...	1,248.20	7,740.96
Bill Pmt -Check	03/02/2026	28834	2000 - Accounts ...	-6,492.76	1,248.20
Bill	03/11/2026	10650	2000 - Accounts ...	450.00	1,698.20
Bill Pmt -Check	03/11/2026	28854	2000 - Accounts ...	-450.00	1,248.20
Bill	03/11/2026	10651	2000 - Accounts ...	1,261.27	2,509.47
Bill Pmt -Check	03/11/2026	28861	2000 - Accounts ...	-1,261.27	1,248.20
Bill	03/16/2026	10656	2000 - Accounts ...	275.00	1,523.20
Bill	03/20/2026	10659	2000 - Accounts ...	394.70	1,917.90
Bill	03/20/2026	10664	2000 - Accounts ...	644.70	2,562.60
Bill	03/25/2026	10665	2000 - Accounts ...	362.70	2,925.30
Bill Pmt -Check	03/26/2026	28888	2000 - Accounts ...	-2,925.30	0.00
Bill	03/30/2026	10672	2000 - Accounts ...	1,248.20	1,248.20
Bill	03/31/2026	10678	2000 - Accounts ...	880.00	2,128.20
Total Quad-B Systems				-3,734.56	2,128.20
Quadient					0.00
Bill	03/18/2026	Q226...	2000 - Accounts ...	154.41	154.41
Bill Pmt -Check	03/26/2026	28889	2000 - Accounts ...	0.00	154.41
Total Quadient				154.41	154.41
Rachel Agron*					0.00
Bill Pmt -Check	03/26/2026	28890	2000 - Accounts ...	0.00	0.00
Total Rachel Agron*				0.00	0.00
Rogue					12,809.68
Total Rogue					12,809.68
Samantha Hess					0.00
Bill Pmt -Check	03/26/2026	28891	2000 - Accounts ...	0.00	0.00
Total Samantha Hess				0.00	0.00
Scott Valley Auto Parts					126.30
Bill Pmt -Check	03/11/2026	28855	2000 - Accounts ...	-126.30	0.00
Bill	03/11/2026	4168...	2000 - Accounts ...	6.96	6.96
Bill	03/16/2026	4170...	2000 - Accounts ...	12.85	19.81
Bill	03/25/2026	4175...	2000 - Accounts ...	62.72	82.53
Bill	03/27/2026	4176...	2000 - Accounts ...	57.37	139.90
Total Scott Valley Auto Parts				13.60	139.90

Town of Fort Jones
Vendor Balance Detail
As of March 31, 2026

Type	Date	Num	Account	Amount	Balance
Scott Valley Disposal					330.00
Bill Pmt -Check	03/11/2026	28856	2000 - Accounts ...	-330.00	0.00
Total Scott Valley Disposal				-330.00	0.00
Scott Valley Feed					107.24
Total Scott Valley Feed					107.24
SHN Consulting Engineers & Geologists					92,161.22
Bill Pmt -Check	03/26/2026	28892	2000 - Accounts ...	0.00	92,161.22
Total SHN Consulting Engineers & Geologists				0.00	92,161.22
Silvia M. Vonderlinden					0.00
Bill Pmt -Check	03/11/2026	28857	2000 - Accounts ...	-203.00	-203.00
Bill	03/12/2026		2000 - Accounts ...	203.00	0.00
Bill	03/26/2026		2000 - Accounts ...	243.60	243.60
Bill Pmt -Check	03/26/2026	28893	2000 - Accounts ...	-243.60	0.00
Total Silvia M. Vonderlinden				0.00	0.00
Siskiyou County Economic Council					-1,000.00
Bill	03/01/2026	AR0...	2000 - Accounts ...	500.00	-500.00
Bill Pmt -Check	03/11/2026	28858	2000 - Accounts ...	-500.00	-1,000.00
Total Siskiyou County Economic Council				0.00	-1,000.00
siskiyou County Road Department					0.00
Bill	03/25/2026		2000 - Accounts ...	588.15	588.15
Bill Pmt -Check	03/25/2026	28899	2000 - Accounts ...	-588.15	0.00
Bill	03/25/2026		2000 - Accounts ...	588.15	588.15
Total siskiyou County Road Department				588.15	588.15
Siskiyou Daily News					0.00
Bill Pmt -Check	03/26/2026	28894	2000 - Accounts ...	0.00	0.00
Total Siskiyou Daily News				0.00	0.00
Siskiyou Telephone					0.00
Bill	03/01/2026		2000 - Accounts ...	92.97	92.97
Bill	03/01/2026		2000 - Accounts ...	183.90	276.87
Bill	03/01/2026		2000 - Accounts ...	92.84	369.71
Bill	03/01/2026		2000 - Accounts ...	240.44	610.15
Bill	03/01/2026		2000 - Accounts ...	98.48	708.63
Bill Pmt -Check	03/11/2026	28859	2000 - Accounts ...	-708.63	0.00
Total Siskiyou Telephone				0.00	0.00
State Water Resources Control Board					0.00
Bill Pmt -Check	03/26/2026	28895	2000 - Accounts ...	0.00	0.00
Total State Water Resources Control Board				0.00	0.00

Town of Fort Jones
Vendor Balance Detail
As of March 31, 2026

Type	Date	Num	Account	Amount	Balance
Stifel					0.00
Bill	03/26/2026		2000 - Accounts ...	380.16	380.16
Bill	03/26/2026		2000 - Accounts ...	383.52	763.68
Bill	03/26/2026		2000 - Accounts ...	381.71	1,145.39
Bill	03/26/2026		2000 - Accounts ...	414.74	1,560.13
Bill Pmt -Check	03/26/2026	28904	2000 - Accounts ...	0.00	1,560.13
Bill Pmt -Check	03/26/2026	28905	2000 - Accounts ...	-1,560.13	0.00
Total Stifel				0.00	0.00
Suburban Propane					0.00
Bill	03/14/2026		2000 - Accounts ...	10.00	10.00
Bill	03/17/2026	1638...	2000 - Accounts ...	905.02	915.02
Bill Pmt -Check	03/26/2026	28896	2000 - Accounts ...	-915.02	0.00
Total Suburban Propane				0.00	0.00
Ubeo West LLC					0.00
Bill	03/27/2026	1256...	2000 - Accounts ...	1,256.02	1,256.02
Total Ubeo West LLC				1,256.02	1,256.02
Us Bank Corporate Payment Systems					0.00
Bill	03/16/2026		2000 - Accounts ...	3,533.88	3,533.88
Bill Pmt -Check	03/26/2026	28897	2000 - Accounts ...	-3,533.88	0.00
Total Us Bank Corporate Payment Systems				0.00	0.00
Valley Pacific Petroleum Services					722.13
Bill Pmt -Check	03/11/2026	28860	2000 - Accounts ...	-722.13	0.00
Bill	03/15/2026	CL 2...	2000 - Accounts ...	821.20	821.20
Bill Pmt -Check	03/26/2026	28898	2000 - Accounts ...	-821.20	0.00
Bill	03/31/2026	CL 2...	2000 - Accounts ...	962.13	962.13
Total Valley Pacific Petroleum Services				240.00	962.13
Valley Tire					0.00
Bill	03/31/2026	67406	2000 - Accounts ...	36.56	36.56
Total Valley Tire				36.56	36.56
TOTAL				-1,833.28	198,741.56

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05/04/26

Town of Fort Jones
Payroll Summary
April 2026

	Hours	Rate	Apr 26
Employee Wages, Taxes and Adjustments			
Gross Pay			
City Council Member Stipend	8		600.00
Retention Recruitment Officer	2		5,408.00
Salary (Fire Chief)	2		5,608.00
Salary (Mayor)	3		360.00
Admin-Hourly	120	90.00	10,800.00
Clerk Payroll	181.43	23.92	4,263.64
Holiday - Clerk		23.92	0.00
Holiday - Janitorial		19.46	0.00
Janitorial Payroll	156	19.46	2,014.12
Library Payroll	73	20.00	1,556.00
On-call PW	511	2.00	1,022.00
Overtime- Water		56.20	0.00
Overtime-Roads	1	56.20	56.20
Overtime-Sewer		56.20	0.00
Overtime - Admin	30	35.88	1,076.40
Overtime - Parks/Rec		56.20	0.00
Parks Payroll	73.75	28.10	1,969.20
Road Payroll	45	28.10	1,100.35
Sewer Payroll	46	28.10	1,180.04
Sick Pay - Clerk		23.92	0.00
Sick Pay - Fire		35.05	0.00
Sick Pay - Janitorial		19.46	0.00
Sick Pay - Water	25	28.10	660.29
Strike Team	1,998	33.50	64,598.80
Vacation - Clerk		23.92	0.00
Vacation - Fire		35.05	0.00
Vacation - Janitorial		19.46	0.00
Vacation - Water	29.5	23.41	690.60
Water Payroll	99.75	28.10	2,613.04
WWTF	1	28.10	28.10
Total Gross Pay	3,405.43		105,604.78
Deductions from Gross Pay			
2520- Med Ins Employee			-749.20
Total Deductions from Gross Pay			-749.20
Adjusted Gross Pay	3,405.43		104,855.58
Taxes Withheld			
Federal Withholding			-9,867.00
Medicare Employee			-1,531.28
Social Security Employee			-6,547.46
CA - Withholding			-3,764.90
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-21,710.64
Net Pay	3,405.43		83,144.94

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05/04/26

Town of Fort Jones
Payroll Summary
April 2026

	Hours	Rate	Apr 26
Employer Taxes and Contributions			
Federal Unemployment			60.99
Medicare Company			1,531.28
Social Security Company			6,547.46
CA - Unemployment Company			617.83
Qualified OT Tracking			372.85
CA - Employee Training Tax			0.00
Total Employer Taxes and Contributions			<u>9,130.41</u>

Town of Fort Jones
Vendor Balance Detail
As of April 30, 2026

Type	Date	Num	Account	Amount	Balance
0 +					20,534.76
Total 0 +					20,534.76
ALLSTAR Fire Equipment Inc.					51,429.99
Bill Pmt -Check	04/09/2026	28945	2000 - Accounts ...	-49,999.99	1,430.00
Total ALLSTAR Fire Equipment Inc.				-49,999.99	1,430.00
Amped Electric					0.00
Bill	04/07/2026	0169	2000 - Accounts ...	240.00	240.00
Bill Pmt -Check	04/07/2026	28922	2000 - Accounts ...	-240.00	0.00
Total Amped Electric				0.00	0.00
Charles W. Pillon					0.00
Bill	04/28/2026	4852	2000 - Accounts ...	918.75	918.75
Total Charles W. Pillon				918.75	918.75
Colantuono, Highsmith & Whatley, PC					0.00
Bill	04/01/2026	68748	2000 - Accounts ...	700.00	700.00
Bill	04/01/2026	68749	2000 - Accounts ...	845.00	1,545.00
Bill Pmt -Check	04/01/2026	28906	2000 - Accounts ...	-1,545.00	0.00
Bill	04/13/2026	70388	2000 - Accounts ...	4,845.00	4,845.00
Bill	04/13/2026	70389	2000 - Accounts ...	165.00	5,010.00
Bill	04/13/2026	70390	2000 - Accounts ...	975.00	5,985.00
Bill Pmt -Check	04/14/2026	28968	2000 - Accounts ...	-5,985.00	0.00
Total Colantuono, Highsmith & Whatley, PC				0.00	0.00
Corinne.Guidi					0.00
Bill	04/13/2026		2000 - Accounts ...	15.01	15.01
Bill Pmt -Check	04/14/2026	28969	2000 - Accounts ...	-15.01	0.00
Total Corinne.Guidi				0.00	0.00
CRBR Property Damage Services					6,112.00
Bill Pmt -Check	04/14/2026	28970	2000 - Accounts ...	-6,112.00	0.00
Total CRBR Property Damage Services				-6,112.00	0.00
Dave Wallace, CPA					0.00
Bill	04/13/2026		2000 - Accounts ...	5,750.00	5,750.00
Total Dave Wallace, CPA				5,750.00	5,750.00
Dell					0.00
Total Dell					0.00
Destiny Bird					0.00
Bill Pmt -Check	04/14/2026	28971	2000 - Accounts ...	-100.00	-100.00
Bill	04/23/2026		2000 - Accounts ...	100.00	0.00
Total Destiny Bird				0.00	0.00

Town of Fort Jones
Vendor Balance Detail
As of April 30, 2026

Type	Date	Num	Account	Amount	Balance
DFM Associates					0.00
Bill	04/01/2026		2000 - Accounts ...	168.38	168.38
Bill Pmt -Check	04/01/2026	28907	2000 - Accounts ...	-168.38	0.00
Total DFM Associates				0.00	0.00
Downey Heating & Cooling					0.00
Bill	04/14/2026	10247	2000 - Accounts ...	839.00	839.00
Bill Pmt -Check	04/14/2026	28972	2000 - Accounts ...	-839.00	0.00
Total Downey Heating & Cooling				0.00	0.00
E&S Engineers and Surveyors					3,212.50
Bill Pmt -Check	04/09/2026	28946	2000 - Accounts ...	-3,212.50	0.00
Bill	04/27/2026	5456	2000 - Accounts ...	500.00	500.00
Bill	04/27/2026	5450	2000 - Accounts ...	2,606.00	3,106.00
Total E&S Engineers and Surveyors				-106.50	3,106.00
ESO Solutions Inc.					0.00
Bill	04/01/2026	ESO-...	2000 - Accounts ...	850.00	850.00
Bill Pmt -Check	04/14/2026	28973	2000 - Accounts ...	-850.00	0.00
Total ESO Solutions Inc.				0.00	0.00
FirstNet					0.00
Bill	04/02/2026		2000 - Accounts ...	436.77	436.77
Bill Pmt -Check	04/14/2026	28974	2000 - Accounts ...	-436.77	0.00
Total FirstNet				0.00	0.00
Fort Jones Ace Hardware					-21.41
Bill	04/29/2026		2000 - Accounts ...	815.02	793.61
Bill Pmt -Check	04/29/2026	28992	2000 - Accounts ...	-815.02	-21.41
Total Fort Jones Ace Hardware				0.00	-21.41
Fort Jones Lumber					295.09
Bill Pmt -Check	04/01/2026	28908	2000 - Accounts ...	-295.09	0.00
Bill	04/25/2026		2000 - Accounts ...	448.19	448.19
Total Fort Jones Lumber				153.10	448.19
Glade Stebbins*					0.00
Bill Pmt -Check	04/14/2026	28975	2000 - Accounts ...	-448.78	-448.78
Bill	04/23/2026		2000 - Accounts ...	448.78	0.00
Total Glade Stebbins*				0.00	0.00
Golden State Risk Management Authority					0.00
Bill Pmt -Check	04/09/2026	28947	2000 - Accounts ...	-5,328.00	-5,328.00
Bill	04/14/2026		2000 - Accounts ...	31,685.25	26,357.25
Bill Pmt -Check	04/14/2026	28976	2000 - Accounts ...	-31,685.25	-5,328.00
Bill	04/15/2026	EB-0...	2000 - Accounts ...	5,328.00	0.00
Total Golden State Risk Management Authority				0.00	0.00

Town of Fort Jones
Vendor Balance Detail
As of April 30, 2026

Type	Date	Num	Account	Amount	Balance
Kenny's Lock Shop					0.00
Bill	04/01/2026	2425	2000 - Accounts ...	20.00	20.00
Bill Pmt -Check	04/14/2026	28977	2000 - Accounts ...	-20.00	0.00
Total Kenny's Lock Shop				0.00	0.00
Kevin Hullquist					0.00
Bill	04/01/2026		2000 - Accounts ...	348.00	348.00
Bill Pmt -Check	04/01/2026	28909	2000 - Accounts ...	-348.00	0.00
Bill	04/01/2026		2000 - Accounts ...	348.00	348.00
Bill Pmt -Check	04/09/2026	28948	2000 - Accounts ...	-348.00	0.00
Total Kevin Hullquist				0.00	0.00
League of California Cities					495.00
Bill Pmt -Check	04/30/2026	28993	2000 - Accounts ...	-495.00	0.00
Total League of California Cities				-495.00	0.00
Mechanics Bank					130.00
Total Mechanics Bank					130.00
MNS Engineers, Inc.					0.00
Bill	04/10/2026	93436	2000 - Accounts ...	7,302.50	7,302.50
Total MNS Engineers, Inc.				7,302.50	7,302.50
NFPA					225.00
Bill Pmt -Check	04/09/2026	28949	2000 - Accounts ...	-225.00	0.00
Total NFPA				-225.00	0.00
PACE Labs					775.00
Bill Pmt -Check	04/28/2026	28991	2000 - Accounts ...	-775.00	0.00
Total PACE Labs				-775.00	0.00
PACE Supply					0.00
Bill	04/07/2026	2811...	2000 - Accounts ...	1,410.24	1,410.24
Bill	04/09/2026	2811...	2000 - Accounts ...	992.06	2,402.30
Bill	04/09/2026	2811...	2000 - Accounts ...	274.67	2,676.97
Bill	04/12/2026	2811...	2000 - Accounts ...	858.00	3,534.97
Bill	04/14/2026	2811...	2000 - Accounts ...	948.09	4,483.06
Bill Pmt -Check	04/14/2026	28978	2000 - Accounts ...	-4,483.06	0.00
Total PACE Supply				0.00	0.00
Pacific Power					6,210.12
Bill Pmt -Check	04/09/2026	28950	2000 - Accounts ...	-6,210.12	0.00
Bill	04/24/2026		2000 - Accounts ...	5,017.20	5,017.20
Total Pacific Power				-1,192.92	5,017.20

Town of Fort Jones
Vendor Balance Detail
As of April 30, 2026

Type	Date	Num	Account	Amount	Balance
Quad-B Systems					2,128.20
Bill Pmt -Check	04/01/2026	28910	2000 - Accounts ...	-2,128.20	0.00
Bill	04/09/2026	10680	2000 - Accounts ...	360.00	360.00
Bill Pmt -Check	04/09/2026	28951	2000 - Accounts ...	-360.00	0.00
Bill	04/14/2026	10692	2000 - Accounts ...	937.70	937.70
Bill Pmt -Check	04/14/2026	28979	2000 - Accounts ...	-937.70	0.00
Total Quad-B Systems				-2,128.20	0.00
Quadient					154.41
Bill Pmt -Check	04/01/2026	28911	2000 - Accounts ...	-154.41	0.00
Total Quadient				-154.41	0.00
Rhonda Zinkel					0.00
Bill Pmt -Check	04/14/2026	28980	2000 - Accounts ...	-188.00	-188.00
Bill	04/23/2026		2000 - Accounts ...	188.00	0.00
Total Rhonda Zinkel				0.00	0.00
Rogue					12,809.68
Bill Pmt -Check	04/01/2026	28912	2000 - Accounts ...	-12,809.68	0.00
Total Rogue				-12,809.68	0.00
Samantha Hess					0.00
Bill Pmt -Check	04/14/2026	28981	2000 - Accounts ...	-362.18	-362.18
Bill	04/23/2026		2000 - Accounts ...	362.18	0.00
Total Samantha Hess				0.00	0.00
Scott Valley Auto Parts					139.90
Bill Pmt -Check	04/14/2026	28982	2000 - Accounts ...	-139.90	0.00
Total Scott Valley Auto Parts				-139.90	0.00
Scott Valley Disposal					0.00
Bill	04/14/2026		2000 - Accounts ...	330.00	330.00
Bill Pmt -Check	04/14/2026	28983	2000 - Accounts ...	-330.00	0.00
Bill	04/30/2026		2000 - Accounts ...	330.00	330.00
Total Scott Valley Disposal				330.00	330.00
Scott Valley Feed					107.24
Bill Pmt -Check	04/09/2026	28956	2000 - Accounts ...	-107.24	0.00
Total Scott Valley Feed				-107.24	0.00
SHN Consulting Engineers & Geologists					92,161.22
Bill Pmt -Check	04/28/2026	28990	2000 - Accounts ...	-92,161.22	0.00
Total SHN Consulting Engineers & Geologists				-92,161.22	0.00

Town of Fort Jones
Vendor Balance Detail
As of April 30, 2026

Type	Date	Num	Account	Amount	Balance
Silvia M. Vonderlinden					0.00
Bill	04/09/2026		2000 - Accounts ...	243.60	243.60
Bill Pmt -Check	04/09/2026	28943	2000 - Accounts ...	-243.60	0.00
Bill Pmt -Check	04/14/2026	28984	2000 - Accounts ...	-268.97	-268.97
Bill	04/23/2026		2000 - Accounts ...	268.97	0.00
Total Silvia M. Vonderlinden				0.00	0.00
Siskiyou County Economic Council					-1,000.00
Bill	04/01/2026	AR0...	2000 - Accounts ...	500.00	-500.00
Total Siskiyou County Economic Council				500.00	-500.00
siskiyou County Road Department					588.15
Bill Pmt -Check	04/09/2026	28952	2000 - Accounts ...	-588.15	0.00
Total siskiyou County Road Department				-588.15	0.00
Siskiyou Telephone					0.00
Bill	04/01/2026		2000 - Accounts ...	99.45	99.45
Bill Pmt -Check	04/09/2026	28953	2000 - Accounts ...	-713.86	-614.41
Bill	04/15/2026		2000 - Accounts ...	243.75	-370.66
Bill	04/15/2026		2000 - Accounts ...	93.04	-277.62
Bill	04/15/2026		2000 - Accounts ...	93.18	-184.44
Bill	04/15/2026		2000 - Accounts ...	184.44	0.00
Total Siskiyou Telephone				0.00	0.00
Suburban Propane					0.00
Bill	04/27/2026	1638...	2000 - Accounts ...	540.19	540.19
Total Suburban Propane				540.19	540.19
Technology Reflections, Inc.					0.00
Bill	04/01/2026	9704	2000 - Accounts ...	1,384.40	1,384.40
Bill Pmt -Check	04/14/2026	28985	2000 - Accounts ...	-1,384.40	0.00
Total Technology Reflections, Inc.				0.00	0.00
Teresa Arrwood*					0.00
Bill Pmt -Check	04/14/2026	28986	2000 - Accounts ...	-493.43	-493.43
Bill	04/23/2026		2000 - Accounts ...	493.43	0.00
Total Teresa Arrwood*				0.00	0.00
Town Web Design, LLC					0.00
Bill	04/01/2026	9898	2000 - Accounts ...	1,443.00	1,443.00
Bill Pmt -Check	04/14/2026	28987	2000 - Accounts ...	-1,443.00	0.00
Total Town Web Design, LLC				0.00	0.00
Ubeo West LLC					1,256.02
Bill Pmt -Check	04/09/2026	28954	2000 - Accounts ...	-1,256.02	0.00
Total Ubeo West LLC				-1,256.02	0.00

Town of Fort Jones
Vendor Balance Detail
As of April 30, 2026

Type	Date	Num	Account	Amount	Balance
US Bancorp Service Center, Inc					0.00
Bill	04/15/2026	04-1...	2000 - Accounts ...	409.71	409.71
Total US Bancorp Service Center, Inc				409.71	409.71
Valley Fab and Repair					0.00
Bill	04/13/2026		2000 - Accounts ...	1,825.00	1,825.00
Total Valley Fab and Repair				1,825.00	1,825.00
Valley Pacific Petroleum Services					962.13
Bill Pmt -Check	04/09/2026	28955	2000 - Accounts ...	-962.13	0.00
Bill	04/15/2026	CL 2...	2000 - Accounts ...	1,267.47	1,267.47
Total Valley Pacific Petroleum Services				305.34	1,267.47
Valley Tire					36.56
Bill	04/16/2026	67557	2000 - Accounts ...	226.10	262.66
Total Valley Tire				226.10	262.66
WD Heavy Equipment					0.00
Bill	04/09/2026	1306	2000 - Accounts ...	1,201.19	1,201.19
Bill Pmt -Check	04/14/2026	28988	2000 - Accounts ...	-1,277.83	-76.64
Bill	04/16/2026	1138	2000 - Accounts ...	76.64	0.00
Total WD Heavy Equipment				0.00	0.00
TOTAL				-149,990.54	48,751.02



**STAFF REPORT
FROM THE TOWN ADMINISTRATOR
TO THE TOWN COUNCIL**

May 11, 2026

Subject

Adoption of an updated Memorandum of Understanding (MOU) between the Town of Fort Jones, and Siskiyou County Free Library of Siskiyou County.

Summary

The current MOU began in 2011. Due to Siskiyou County facing budgetary concerns, a compromise was reached, and the various libraries became community libraries supported by the communities they were serving. There are 12 communities in total.

The current MOU approves minor adjustments and extends the term of the agreement.

Recommendation

Staff recommends the Fort Jones Town Council approve the attached Memorandum of Understanding to continue providing this vital service to the Town of Fort Jones community.

Background

Libraries are community treasures because they provide opportunities for knowledge, literary enrichment, and other events that benefit the cultural reality of any community.

In 2011 when the County was unable to support its "County" libraries, the now community libraries were a model that was supported by their communities. This was a compromise that was reached to still provide services but decentralize the funding and oversight.

With this new model, each library maintains the financials for their library, and they are independent of Siskiyou County. The paid library staff is answerable to their community officials.

There is a Library Council which consists of the Library Managers for each library. For the Town of Fort Jones Ms. Leslie Tharp is our representative.

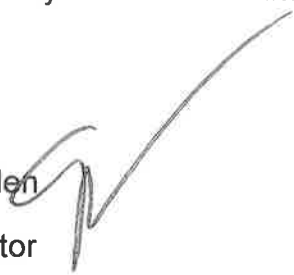
Fiscal Impact

There are enough funds in the library account under the Library account to cover the services provided by the Librarian and staff.

Prepared by:

Silvia Vonderlinden

Town Administrator



Attachment:

Red lined Memorandum of Understanding between Siskiyou County Free Library of Siskiyou county and Town of Fort Jones.

MEMORANDUM OF UNDERSTANDING REGARDING COUNTY LIBRARIES AND LOCAL COMMUNITIES

This Memorandum of Understanding (MOU) is entered into by ~~and between~~ the Siskiyou County ~~Free~~ Library of Siskiyou County, California, hereafter referred to as "the County," and the _____, California, hereafter referred to as "the Community," on this _____ day of _____, 2026.

WHEREAS, County and the Community ~~wish~~ ~~desire~~ to continue the provision of Library services ~~in throughout Siskiyou County~~ communities; and

WHEREAS, due to financial limitations, ~~a new library structure~~ additional resources are needed to provide such services.

NOW THEREFORE, the parties to this Memorandum of Understanding agree as follows:

1. Items identified as fixed assets of the County will remain ~~as~~ County property until donated, identified as surplus or otherwise approved for disposal as agreed, by ~~the~~ County in writing.
2. The County ~~will make provision to shall~~ provide:
 - 2.1. Technology backbone, which includes:
 - 2.1.1. Communications network connecting all library sites (including telephone, Internet and wireless)
 - 2.1.2. Centralized circulation system, including circulation parameters
 - 2.1.3. Catalog of shared library materials, available from any internet-connected computer
 - 2.1.4. Online materials requests
 - 2.1.5. Centralized file of user records, protected by firewall
 - 2.1.6. Updates to the technology backbone, handled centrally
 - 2.1.7. Staff to manage the technology backbone
 - 2.1.8. Routers and other networking communications equipment
 - 2.1.9. Installation of any equipment connected to the network in the community facilities
 - 2.1.10. Book repair
 - 2.1.11. Library specific materials, such as library cards

- 2.2. Distribution center for books and other library materials to be shared by all library locations, which includes:
 - 2.2.1. Print and non-print library materials to be shared freely throughout the county
 - 2.2.2. Rotating collections
 - 2.2.3. Preservation of historical collections
 - 2.2.4. New and gift materials cataloging and processing (as described in Appendix 1, attached hereto)
 - 2.2.5. Centralized purchasing
 - 2.2.6. Negotiation of discounts from book suppliers
 - 2.2.7. Staff for the distribution center
 - 2.2.8. Volunteers for the distribution center
 - 2.2.9. All operating costs for the distribution center
 - 2.3. Delivery service between the distribution center and community library facilities
 - 2.4. Siskiyou County Library website and Facebook.
 - 2.5. Design and provision of training in County Library procedures for community staff and volunteers at a central location and at times such training can be offered as determined by County.
 - 2.6. Coordination and management of programs and grants that are applicable countywide.
-
- 3. The Community ~~will make provision to~~ shall provide, at no cost to the County:
 - 3.1. Code-compliant local library space, open to the public, with hours of operation to be determined by the local community
 - 3.2. The Community is responsible for:
 - 3.2.1. Additional furniture
 - 3.2.2. Utilities
 - 3.2.3. Maintenance
 - 3.2.4. Cleaning and restroom supplies
 - 3.2.5. Janitorial service
 - 3.2.6. Trash removal
 - 3.2.7. Insurance
 - 3.3. Staffing
 - 3.3.1. Local customer service volunteers
 - 3.3.2. Background checks for volunteers
 - 3.3.3. Local paid or contract staff
 - 3.3.4. Shelving and re-shelving of circulating materials
 - 3.3.5. Volunteers and paid or contract staff will participate in training provided by the County

- 3.4. Local magazine subscriptions
 - 3.5. Local newspaper subscriptions
 - 3.6. Technology to use the backbone provided by the County:
 - 3.6.1. Optional self-service checkout machine
 - 3.6.2. At least one Internet-compatible local computer for public access
 - 3.6.3. Maintenance, and supplies for this equipment
 - 3.6.4. Purchase, maintenance, and replacement of any other non-networked local hardware – including additional computers, copiers, fax machines, supplies, software, and upgrades are the responsibility of the community
 - 3.7. Other library service fees, such as printing and copying, are to be kept for local use (as described in the Fees Schedule in Appendix 4, attached hereto)
4. The Community agrees to share the materials held in its location with the users of other community libraries in Siskiyou County, using the County-provided circulation and delivery systems.

Policies for sharing are subject to discussion by the Siskiyou County Library Coordination Committee (described in Appendix 2, attached hereto).

5. In case of technology failure:

The County is responsible for:

- 5.1. The countywide online checkout, catalog, and patron record system
- 5.2. Problems covered under the self-check warranty agreement
- 5.3. Routers and other networking communications equipment
- 5.4. The County Library website
- 5.5. County software

The Community is responsible for:

- 5.6. Replacing the self-checkout machines
- 5.7. Laptop and desktop computers not managed by County IT
- 5.8. Copiers
- 5.9. Printers
- 5.10. Local software

6. Basic procedures for reporting technology failures and other service and support requests to the County Library Distribution Center (described in Appendix 3, attached hereto).
7. The County and the Community agree to participate in the Siskiyou County Library ~~Coordination Committee~~ Council (described in Appendix 2, attached hereto).
8. The County ~~can~~ may accept funds from either the Community or its Friends of the Library group to help coordinate purchases of library materials and supplies.
9. The County Librarian will work with the Library Council to formulate cooperative library policies on countywide services. Access to the catalog's circulation database to perform library service functions will be granted to County and Community staff and volunteers that follow these policies.
10. In the event of a catastrophic event, the County's insurance will cover materials identified in the County's Insurance policy.

Items not covered by County insurance will be the responsibility of the Community.

11. The term of this ~~Agreement~~ MOU shall be from July 1, 2026 to June 30, 2030 and may be extended in writing by both parties as mutually agreed. Either party may terminate this Agreement upon thirty (30) days advance written notice to the other party.

IN WITNESS WHEREOF, County and Contractor have executed this MOU on the dates set forth below, each signatory represents that they have the authority to execute this agreement and to bind the Party on whose behalf their execution is made.

COUNTY OF SISKIYOU

Date: _____

RAY A. HAUPT, CHAIR
Board of Supervisors
County of Siskiyou
State of California

ATTEST:
LAURA BYNUM
Clerk, Board of Supervisors

By: _____
Deputy

Community:
Town of Fort Jones

Date: _____
Madeleine DeAndreis, Mayor

Date: _____
Silvia Vonderlinden, Town Administrator

License No.: _____
(Licensed in accordance with an act providing for the registration of contractors)

Note to Contractor: For corporations, the contract must be signed by two officers. The first signature must be that of the chairman of the board, president or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer or assistant treasurer. (Civ. Code, Sec. 1189 & 1190 and Corps. Code, Sec. 313.)

TAXPAYER I.D. _____

ACCOUNTING:

Fund	Organization	Account	Activity Code (if applicable)
------	--------------	---------	-------------------------------

Encumbrance number (if applicable):

If not to exceed, include amount not to exceed:

\$0.00

If needed for multi-year contracts, please include separate sheet with financial information for each fiscal year.

Appendix 1

CATALOGING AND PROCESSING FOR NEW AND GIFT MATERIALS

Acquisition and Processing

1. Notify central processing of pending orders to facilitate the scheduling of processing workload
2. Large orders may need to be processed in coordination with new materials purchased by other locations
3. Processing turn-around time will vary based on the availability of staff and volunteers
4. Limits on the volume of materials submitted for processing will be necessary if backlogs develop

Materials will be processed based on these priorities:

1. Materials – Purchased centrally with budgeted funds
2. Materials – Purchased with local funds
3. Materials – Donated/gift materials that meet the evaluation guidelines

Collection Development guidance will be available to the communities that request assistance.

If the local community decides to keep local materials for local circulation only, those materials will not be serviced by the backbone.

Appendix 2

SISKIYOU COUNTY LIBRARY COUNCIL

The Siskiyou Library Council consists of the County Librarian and Library Managers of each library and is a forum for discussing local community needs and priorities with respect to:

1. Customer service practices, such as checkout lengths and renewals, so that such practices will be consistent
2. Communications across the County
3. Communications with County government officials
4. Countywide programs and events such as Summer Reading Program
5. Countywide grant opportunities
6. Technological upgrades
7. Issues arising under this Memorandum
8. Any future menu of optional contract services, such as children's programming or reference services, from which the Communities may select and fund, if so desired

It is understood that in order to receive the benefits of the library system, some countywide customer service rules will need to be defined. The Siskiyou Library Council will coordinate the implementation of such rules.

The Siskiyou Library Council consists of the County Librarian and one representative designated by each Community participating in the Siskiyou County Library system.

Appendix 3

SERVICE AND SUPPORT REQUESTS

1. Service and support requests may be submitted by authorized personnel only. Authorized personnel include any paid staff or volunteer who has completed County-provided training in library circulation and reporting processes.
2. At the completion of the training of authorized personnel, the process for submitting service and support requests will be provided, including: email address, telephone numbers, and a web site link, and the coverage schedule for support staff.
3. Service and support requests will be answered by the following business day.

Appendix 4

Replacement Fees

Cataloged items	Retail price (as indicated in the library database)
If retail price is not listed in library database, then as follows:	
Books: Adult	\$20.00
Books: Young Adult and Children	\$15.00
Magazines	\$5.00
Board books	\$7.00
Audiobooks	\$30.00
DVDs	\$30.00
Reference materials	Cost of replacement
Interlibrary Loan materials	Charge set by lending library
Processing fee to replace item	\$5.00 per item

Additional Fees

Computer Printouts and Copies	Determined by local branch (Suggested \$0.20 per page)
Microfilm Research	\$10.00 per hour (1 hr. min.)
Returned Check Fees (Non-Sufficient Funds)	\$20.00 per check

Additional Fees, cont.

Room Use	Determined by local branch for non-library events (subject to availability)
Library card replacement fee	\$1.00
Replace broken Audiobook cases	\$4.00
Replace broken DVD cases	\$2.00



STAFF REPORT
FROM THE PUBLIC WORKS DEPARTMENT
TO THE TOWN COUNCIL

Subject: FY 2026–2027 Local Transportation Fund (LTF) Claim for the Town of Fort Jones to receive funds

Background

The Town of Fort Jones is eligible to receive Local Transportation Fund allocations pursuant to the California Transportation Development Act (TDA). For Fiscal Year 2026–2027, the Siskiyou County Local Transportation Commission has estimated an allocation of \$29,008 for the Town. Approval by the Town Council is required prior to submission of the claim for payment.

Recommendation

Approve the Town of Fort Jones Fiscal Year 2026–2027 Local Transportation Fund (LTF) Claim in the total amount of \$29,008, and authorize the Mayor to sign and submit the claim to the Siskiyou County Local Transportation Commission (SCLTC).

Fiscal Impact

The FY 2026–2027 Local Transportation Fund claim totals \$29,008 and is allocated as follows:

Purpose	Amount
Public Transit (Article 4, Section 99260(a))	\$18,713
Streets and Roads (Article 8, Section 99400(a))	\$10,295

Funds will be received upon approval by the Siskiyou County Local Transportation Commission and availability of monies with the County Auditor.

Discussion

Approval of this action item certifies that the Town meets all requirements of the Transportation Development Act and authorizes the use of Local Transportation Fund resources for eligible public transit, street, and road purposes. Any allocation for streets and

roads remains subject to the Siskiyou County Local Transportation Commission's annual determination that there are no unmet transit needs that are reasonable to meet.

Action Requested

Adopt a motion approving the Fiscal Year 2026–2027 Local Transportation Fund Claim in the amount of \$29,008 and authorize the Mayor to execute all necessary documents for submission to the Siskiyou County Local Transportation Commission.

Submitted by

Public Works Staff

Siskiyou County Local Transportation Commission
Local Transportation Fund Transportation Claim

Fiscal Year 2026/2027

To: Siskiyou County Local Transportation Commission

From: Town of Fort Jones
 (Claimant)

This applicant, qualified pursuant to section 99203 of the Public Utilities Code, hereby requests, in accordance with the applicable rules and regulations of the Transportation Development Act as enacted and amended by statute to January 1, 2011, that its claim be approved in the amount of:

\$ 29,008.00

A. Funding Available (Not Claimed)

1. Funds from prior years			
a. Estimated funds with County Auditor	7/1/2026	\$	-
2. Current Estimated Allocations	2026/2027	\$	29,008.00
		\$	29,008.00

B. Total Amount Claimed

1. By Funding Source			
a. Estimated funds with County Auditor		\$	-
b. Current Estimated Allocations	2026/2027	\$	29,008.00
c. Total Claimed		\$	29,008.00
2. By Purpose			
(Chapter 4, Part 11, Division 10 of P.U.C.)			
a. Public Transit [Art 4, Sec 99260 (a)]		\$	18,713.00
b. Streets/Roads [Art 8, Sec 99400 (a)]		\$	10,295.00
c. Other		\$	-
d. Total Claimed		\$	29,008.00

**Siskiyou County Local Transportation Commission
Local Transportation Fund Transportation Claim**

The claimant herewith recognizes that any allocations for streets and roads will be made in accordance with, but not limited to, Section 99401.5, Article 8, Chapter 4, Part 11, Division 10 of the Public Utilities Code. This section stipulates that the Local Transportation Commission must annually review unmet transit needs and determine if they are reasonable to meet prior to making any allocation of funding for streets and roads.

After obtaining approval by the governing body please transmit this claim for payment from the Local Transportation Fund to the following address:

Siskiyou County Local Transportation Commission
190 Greenhorn Road
Yreka, CA 96097

Approval of the claim and payment by the County Auditor is subject to such monies being on hand and available for distribution and to the provisions that such monies will be used in accordance with the rules and regulations of the Transportation Development Act.

Approved:

Town of Fort Jones

By: _____
Mayor

Date: _____

Siskiyou County Local Transportation Commission

By: _____
Transportation Commission Executive Director

Date: _____



To the Fort Jones City Council from the Town Administrator

May 11, 2026

Subject

Mission Square Retirement Plan Coordinator Designation Update

Summary

Adoption of Resolution to declare the Town Administrator as the Retirement Plan Coordinator

Background

In the past the Town of Fort Jones utilized Mission Square for its retirement plan. While the Town no longer contributes funds into these employee accounts, there are still funds held in Mission Square accounts by various employees. There is a total of four employees that have retained funds with this institution.

The Town of Fort Jones participated in the Mission Square Retirement System to provide retirement benefits to eligible Town employees. As part of this participation, Mission Square requires each participating employer to designate a Retirement Plan Coordinator who serves as the primary administrative and communication liaison between the Town, Mission Square, and participating employees. At present, the Town has not formally designated a retirement plan coordinator by Town Council action.

While retirement plan-related administrative functions have been handled operationally, the absence of a formally designated coordinator can create challenges related to clarity of responsibility, continuity of administration, and consistency with plan requirements. The Retirement Plan Coordinator is responsible for overseeing key administrative functions of the retirement plan. These functions include coordinating employee enrollments and changes, facilitating contribution reporting, responding to employee inquiries, ensuring timely and accurate prior submissions to Mission Square, and serving as the official Town contact for plan-related communications and notices.

Mission Square Retirement and general best practices in municipal administration recommend that a single authorized official be formally designated to fulfill these responsibilities. Doing so promotes accountability, reduces administrative risk, and supports compliance with applicable plan requirements and reporting standards. The Town

Administrator is well positioned to serve as the Retirement Plan Coordinator due to his/her administrative oversight of Town operations, personnel matters, and employee benefit programs. Designating the Town Administrator to this role aligns with existing responsibilities and allows for appropriate delegation of routine tasks while maintaining overall accountability at the executive level.

Adoption of the accompanying resolution will formally designate the Town Administrator as the Retirement Plan Coordinator for the Mission Square Retirement System, providing clarity for staff and employees, and ensure that the Town of Fort Jones meets administrative expectations associated with its participation in the retirement plan.

Recommendation

Staff recommends that Town Council adopt the accompanying resolution designating the Town Administrator as the Retirement Plan Coordinator for the Mission Square Retirement System.

Prepared by:

Silvia Vonderlinden, Town Administrator

TOWN COUNCIL RESOLUTION NO. _____

A RESOLUTION DECLARING THE TOWN ADMINISTRATOR AS THE RETIREMENT PLAN
COORDINATOR FOR THE MISSIONSQUARE RETIREMENT SYSTEM

WHEREAS, the Town of Fort Jones participates in the Mission Square Retirement System for the benefit of eligible Town employees; and

WHEREAS, the Mission Square Retirement System requires the designation of a Retirement Plan Coordinator to serve as the primary point of contact between the Town and Mission Square Retirement representatives; and

WHEREAS, the Retirement Plan Coordinator is responsible for administering the Town's retirement plan participation, including coordination of enrollments, contributions, reporting, and communications with employees and Mission Square Retirement; and

WHEREAS, the Town Council of the Town of Fort Jones finds it to be in the best interest of the Town to formally designate a single administrative official to fulfill these responsibilities; and

WHEREAS, the Town Administrator of the Town of Fort Jones is duly appointed and has administrative oversight of the Town's personnel and benefit programs;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Fort Jones, as follows:

1. Designation. The Town Administrator is hereby designated as the official Retirement Plan Coordinator for the Town of Fort Jones' Mission Square Retirement System.
2. Authority and Responsibilities. The Town Administrator is authorized to act on behalf of the Town of Fort Jones in matters pertaining to the Mission Square Retirement System, including but not limited to serving as liaison with Mission Square Retirement representatives, executing and submitting required forms and certifications, coordinating employee participation and contributions, and ensuring compliance with applicable plan requirements and Town policies.
3. Delegation. The Town Administrator may delegate day-to-day administrative tasks associated with the Mission Square Retirement System to appropriate Town staff; however, overall responsibility shall remain with the Town Administrator.
4. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Town Council of the Town of Fort Jones on this ____ day of _____, 20__.

ATTEST:

Town Clerk Corinne Guidi

Mayor Madeleine DeAndreis



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: May 11th 2026
From: Joseph Hess – Fire Chief
Subject: Review and approve an interfund transfer from the General Fund to the Fire Department Reserve account in the amount of \$209,012.11.

Background

The Fort Jones Fire Department regularly receives revenue from strike team and local fire assignments. These funds are initially deposited into the General Fund and include reimbursements for personnel, equipment use, and admin costs. Consistent with past practice, the non-personnel portion of these revenues is transferred to the Fire Department Reserve account to support future capital purchases, apparatus replacement, and operational needs.

For Fiscal Year 2025–2026 to date, the Town has received multiple payments related to fire assignments, including the Marble Complex, Orleans Complex, Blue Fire, and other incidents totaling \$859,773.01. After accounting for personnel wages, associated employer taxes, and per diem expenses, the remaining balance represents net revenue available for transfer to the Fire Department Reserve account.

Additional expenditures were made from these funds for fire department capital and equipment needs, including command vehicle purchase, vehicle outfitting, and equipment. These costs have been deducted from the available balance to determine the final transfer amount. After all calculations the estimated total to be transferred is \$209,012.11

This transfer ensures that revenues generated by fire department activities are properly allocated to support long-term department needs such as apparatus replacement, equipment purchases, and other fire department capital improvements without placing additional demand on the General Fund.

Fiscal Impact

Approval of this item will result in a transfer of \$209,012.11 from the General Fund to the Fire Department Reserve account. This action reallocates existing funds and does not create a new expenditure or impact the overall financial position of the Town.

Recommendation

Staff recommends the council approve an interfund transfer from the General Fund to the Fire Department Reserve account in the amount of \$209,012.11.



The Town of Fort Jones Planning Commission Action

From the Town Administrator

MEETING DATE: May 11, 2026

REQUEST: Request for a Temporary Use Permit for GlowFest 2026

LOCATION: **11236 CA Route 3, Fort Jones**
APN: 055-261-480

APPLICANT: Larry Alexander
PO Box 342
Fort Jones, CA 96032

PROPERTY OWNER: Larry Alexander

RECOMMENDATION

I move that the Planning Commission find that the proposed project is exempt from CEQA per CEQA Guidelines Section 15301 Existing Facilities and approve a Tentative Use Permit for the property at 11236 CA Route 3, Fort Jones, 96032, APN: 055-261-480, subject to the conditions of approval in this Staff Report

PROJECT/AREA DESCRIPTION

General Plan Designation: G-C, General Commercial
Zoning Designation: C-2, General Commercial
Property Size: 1.4 Acre (approx.)

PROPOSED PROJECT

The proposed project is a request for a temporary use permit (TUP) to allow the 2026 GlowFest 2026 Movie Festival at the Resource and Event Center (REC) at 11236 CA Route 3, Fort Jones. The event is a three-day festival featuring live music and vendors, scheduled for May 14 – 16, 2026. The site is in the C-2 zoning district that allows assembly uses when a use permit is issued. Alcohol will be served by vendors holding temporary ABC licenses. Because of the short timeline, the applicant, Larry Alexander, has agreed to seek a Temporary Use Permit for this event, and a comprehensive use permit for ongoing assembly uses at the REC. A tentative use permit is being approved as set in the conditions of approval in Attachment A. The applicant has agreed to them.

ANALYSIS

The Fort Jones Municipal Code (FJMC) requires use permits for uses involving large assemblages of people (FJMC 18.20.020), dance halls, clubs, and establishments serving liquor (FJMC 18.20.030), and theaters and similar assembly uses. The C-2 zoning district allows assembly uses when a use permit is issued. The Code also allows temporary use permits to be issued by the Council acting as the Planning Commission (FJMC 18.20.050).

The GlowFest 2026 event is scheduled for May 14 - 16, 2026, with vendors and musical acts already booked and tickets available for sale. The event will be held at the REC, which has a history of hosting similar assembly uses. No TUP has previously been issued for this, or any event at the REC, and no comprehensive use permit is currently in place. Staff has discussed this with the Applicant, who is agreeable to obtaining a TUP for this event and pursuing a comprehensive use permit thereafter.

Staff believes the primary issues are occupant load and fire safety. An inspection by the Fire Chief will include the confirmation of the specific areas of the site to be used and activities to be conducted. This will ensure the event is conducted safely. Alcohol will be served by vendors holding temporary ABC licenses, which are to be included as a condition of the TUP. The vendors selling alcohol must follow ABC requirements for sale and consumption during the event. As this is regulated by the state there are no Town conditions of approval other than to provide evidence of the temporary ABC license(s) to the Town before the event.

Given the short duration of this event, the minor scale of the use, the history of similar uses at the site, and the relatively minor impacts, this event can be addressed through a TUP.

ENVIRONMENTAL REVIEW

With the conditions of approval in place, Staff believes that Glowfest 2026 will have no potential for a significant effect on the environment and can be appropriately managed under a TUP. The proposed project meets the criteria for an exemption from the California Environmental Quality Act Guidelines (CEQA) Section 15301. Existing Facilities:

Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.

The proposed event is a temporary use of an existing facility (the REC) involving no permanent improvements, grading, or alteration of the site.

FINDINGS

Fort Jones Municipal Code section 18.32.050 allows the Council, acting as the Planning Commission, to issue Temporary Use Permits if the following findings can be made:

- (a) The establishment, maintenance or operation of the use or building applied for will not, under the circumstances of the particular case, be materially detrimental to the health, safety, and general welfare of persons residing or working in the neighborhood of the proposed use or be materially detrimental to property or improvements in the neighborhood or to the general welfare of the town.

Comment: The project site is zoned C-2, which allows assembly uses when a use permit is issued. Fort Jones Municipal Code sections 18.20.020 and 18.20.030 require use permits for large assemblages of people, dance halls, clubs, and establishments serving liquor. The GlowFest 2026 event, as conditioned, will be consistent with the C-2 zone district. The REC is adjacent to the Chevron and across the street from NAPA and the Scott Valley Disposal Shop and other industrial buildings. The only home near the REC is approximately 500 feet east on Eastside Road and both the REC building and another industrial building will block noises coming from the rear of the REC. Section 9.12.040 establishes property noise limits that, in section 9.12.040(d), restrict noise after 10 p.m. This restriction is consistent with condition of approval number 3.

The GlowFest 2026 event is a short-duration, small-scale festival at a site with a history of similar uses. The primary concern of Staff is occupant load and fire safety, which will be addressed through a Fire Chief inspection prior to the event and confirmation of the site areas to be used. (see condition of approval 1) Alcohol vendors will hold temporary ABC licenses as required. The conditions of approval will ensure the event does not negatively affect the health, safety, or welfare of surrounding residents or businesses.

The GlowFest 2026 event does not include permanent improvements to the site. The conditions of approval address fire safety, occupant load, and alcohol service. Given the temporary nature and limited duration of the event, there is no conflict with surrounding properties or the general welfare of the Town.

- (b) The planning commission may designate such conditions in connection with the use permit as it deems necessary to secure the purposes of this title and may require that such conditions will be complied with by the applicant.

The application has been made by Larry Alexander, who is both the Applicant and the Chief Executive Officer (CEO) for the REC at 11236 CA Route 3, Fort Jones, APN: 055-261-480. The use permit is conditioned to ensure that the provisions of the Town code are followed and the applicant has agreed to the conditions of approval.

CONDITIONS OF APPROVAL

Staff recommended conditions of approval for the proposed Temporary Use Permit are included in the attachment to this report.

ALTERNATIVE PLANNING COMMISSION ACTIONS

- Approve the Temporary Use Permit with attached or alternate conditions
- Deny the Temporary Use Permit
- Continue the item to a future meeting

ATTACHMENTS:

- A. Conditions of Approval for GlowFest 2026 TUP

**Temporary Use Permit for the
GlowFest 2026
The REC at 11236 CA Route 3, Fort Jones, CA 96032
(Attachment A)
Conditions of Approval
APN: 055-261-480**

1. Prior to the event, the Applicant shall submit to an inspection by the Fort Jones Fire Chief and shall agree to any improvements required by the Fire Chief for approval of the site as an assembly space. The Applicant shall comply with all fire safety requirements as determined by the Fire Chief.
2. The event shall be limited to the specific areas of the site identified and approved by the Fire Chief. Maximum occupant load shall not exceed 150 persons indoors and 150 persons outdoors.
3. Operation of the event will cease by 10:00 PM each night of the event. The Applicant shall take reasonable measures to minimize noise impacts on neighboring properties.
4. Fireworks are prohibited on the event site at all times during the event.
5. This permit is valid solely for the GlowFest 2026 event occurring May 14 - 16, 2026.
6. Within 90 days following the GlowFest 2026 event, the Applicant shall submit a complete application for a non-temporary Use Permit for theater use or any other use of the site requiring a Use Permit under C-2 zoning, as required by FJMC sections 18.20.020 and 18.20.030.



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: May 11th 2026
From: Joseph Hess – Fire Chief
Subject: Consideration of approval of the Memorandum of Understanding Regarding Strike Team Pay, Per-Call Pay and Per-Meeting Pay for FY2026

Background

The Fort Jones Fire Department responds to incidents throughout the county and state under the CAL-OES California Fire Assistance Agreement (CFAA), USFS Local agreements, and CalFire Assistance by Hire (ABH) agreements. OES requires we have an MOU outlining how we pay personnel to receive reimbursement from these incidents for personnel. Attached is an updated MOU for consideration.

Fiscal Impact

This will have no changes to fiscal impact to the town if approved.

Recommendation

The Fire Chief recommends the council approve the MOU regarding strike team pay/pay per call/pay per meeting for FY2026.

MEMORANDUM OF UNDERSTANDING BY THE TOWN OF FORT JONES CONCERNING MEMBERS OF THE FORT JONES FIRE DEPARTMENT

DATE EFFECTIVE: 7/1/2026

**SUBJECT: MEMORANDUM OF UNDERSTANDING REGARDING STRIKE TEAM PAY, PER-CALL PAY, AND
PER-MEETING PAY**

This Memorandum of Understanding (MOU) is agreed to by the Town of Fort Jones concerning the payment to unrepresented Firefighters to clarify and determine the pay to personnel during California Fire Assistance Agreement (CFAA), Cal Fire Assistance by Hire (ABH), and USFS assignments. This MOU establishes the hourly rates per person charged to the incident and the corresponding rates paid to persons covered by this policy. The amount per person on the incident and amount Station Backfill will equal the amount charged to the Administering Agency for personnel.

For incidents not reimbursable, but away from duty station these same rates shall apply.

CAL FIRE ABH, AND USFS LOCAL RESPONSE:

Firefighters shall be paid pursuant to this policy while on CFAA, Cal-Fire ABH and USFS incidents as described below at the same rate and manner as CAL-OES rates.

CAL-OES CFAA AGREEMENT ASSISTANCE WITH BACK FILL:

All personnel, including Chief Officers, shall be paid at Overtime Rates for all services while on incidents.

All personnel, including Chief Officers, shall be paid portal to portal.

RATES:

Rates shall submitted to be updated and approved by CAL-OES each year. The rates stated below have been approved by CAL-OES from July 1, 2026.

Straight time rates for the following positions shall be as follows:

Chief Officer/STEN/DIVS/Overhead: \$41.20 per hour

Company Officer: \$37.77 per hour

Engineer: \$34.33 per hour

Firefighter: \$30.90 per hour

Overtime rates for each position is calculated as 1.5 times the straight-time rate of that position.

Time cards shall be submitted by the station duty officer for personnel assigned to incidents. The Town shall pay all personnel the amounts due to personnel for work performed for time on the incident (all wages due) on the same schedule as regular town employees.

STATION BACKFILL:

When an engine is assigned to a CFAA incident, up to two personnel will be paid at the appropriate position rate for station backfill. For each Overhead position assigned to an incident up to one backfill position will be assigned. The position rate shall be time and a half of the straight time rates above for each such position.

Full time firefighters, seasonal stipend shift firefighters, and sleeper shift firefighters shall have preference, in that order respectively, to fill backfill positions if not assigned to the incident. Payment shall follow the same payment schedule as incident personnel.

VOLUNTEER PAID PER CALL/MEETING: Volunteer firefighters attending meetings or trainings, or responding to a call for service are to be paid as follows:

Per Call \$15

Per Meeting/Training \$15

Pay per call and training/meeting compensation shall be paid on a quarterly schedule.

BENEFITS:

Nothing in this agreement shall provide any firefighter, including any volunteer, pay per call, sleeper shift, seasonal stipend shift firefighter, or any other member of the department any additional rights relating to benefits including, but not limited to sick time, vacation time, medical insurance, and retirement, regardless of hours worked or assigned.

REVIEW:

This document will be reviewed by the fire chief and town administrator no later than April 1 each year. The fire chief and administrator are authorized to amend this agreement as to annually updated OES, CalFire, and USFS rates without further council approval. If there are any changes to the OES, CAL FIRE or USFS rates this MOU shall be amended with the changes.

Fire Chief: _____ Date _____

Mayor: _____ Date _____

Town Administrator: _____ Date _____



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: May 11th 2026
From: Joseph Hess – Fire Chief
Subject: Review and approve quote for FEMA Grant funded Snap-Tite Fire Supply Hose for total of \$72,371.50

Background

Last fall the Fort Jones Fire Department was awarded a regional FEMA Grant with Scott Valley Fire District and Etna Fire Department for various equipment. Among the items awarded was new fire hose. After product testing the three departments chose to go with Snap-Tite Hose for the Fire Supply hose package. Attached is the quote for the hose. This hose will be purchased under a Sourcewell cooperative bid through LN Curtis.

Fiscal Impact

Total cost of the hose is \$72,371.50 with taxes and shipping. Total local cost share between the three departments will be \$3,446.26. Exact cost for each department will be determined based on actual equipment delivered to each department. Estimated total cost to Fort Jones for actual equipment received will be approximately \$1,200. This is budgeted under Fire Department Supplies.

Recommendation

The Fire Chief recommends that the council review and approve the quote for Snap-Tite fire supply hose.

Ph: 510-839-5111
TF: 800-443-3556
oaksales@lncurtis.com
UEI#: DDLSADSWN7U7



Pacific North Division
6723 Sierra Court, Suite C
Dublin, CA 94568
www.LNCurtis.com

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
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Small Business
CAGE Code: 5E720
SIC Code: 5099
Federal Tax ID: 94-1214350
UEI #DDLSADSWN7U7

This pricing generally remains firm until 05/15/2026. Pricing is subject to change if product is affected by the implementation of a tariff. Contact us for updated pricing after this date.

Due to market volatility, global supply chain pressures, and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

Subtotal	\$67,479.25
Estimated Tax Total	\$4,892.25
Transportation	\$0.00
Total	\$72,371.50

[View Terms of Sale and Return Policy](#)

Ph: 510-839-5111
 TF: 800-443-3556
oaksales@lncurtis.com
 UEI#: DDLSADSWN7U7



Pacific North Division
 6723 Sierra Court, Suite C
 Dublin, CA 94568
www.LNCurtis.com

Quotation

CUSTOMER:	SHIP TO:	QUOTATION NO.	ISSUED DATE	EXPIRATION DATE
Fort Jones Town Fire Department CA PO Box 40 Fort Jones CA 96032	Fort Jones Town Fire Department CA 31 Newton Street Fort Jones CA 96032	383299	04/06/2026	05/15/2026
		SALESPERSON	CUSTOMER SERVICE REP	
		Randy Dollins rdollins@lncurtis.com 510-219-7649	Randy Dollins rdollins@lncurtis.com 510-219-7649	

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
	Chief Hess	C1412	Net 30	FR
F.O.B.	SHIP VIA	DELIVERY REQ. BY		
DEST	Standard Shipping			

SPECIAL INSTRUCTIONS

Pricing per Sourcwell Contract #020124 - Firefighting Equipment and Rescue Tools with Related Supplies and Accessories

NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

Safety Warning Notice: Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. The SDS is provided with the product. In addition, manufacturer's safety and/or warning notices, instructions and information relating to the proper use and care of the product is provided with the product. All applicable SDS, safety and/or warning notices, instructions and other information provided with the product should be thoroughly read, reviewed, and understood prior to handling, distributing, using, reselling, or servicing any and all products provided by Curtis. Materials utilized to clean, repair, maintain and/or service your owned equipment, as well as Curtis owned equipment, may contain per- and polyfluoroalkyl substances (PFAS) to meet national standards or original equipment manufacturer specifications. For other important product notices and warnings, or to request an SDS, product specifications, manufacturer's safety notices, instructions and/or warning notices, please contact Curtis or visit <https://www.lncurtis.com/product-notices-warnings>

Transportation is included in below pricing.

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
1	47	EA	HFX50X100Y50S SNAP-TITE	5X100' Cpld 5Stzyellow Hfx Nitrile Rubber Hose		\$980.75	\$46,095.25
				Color TBD (Red, Yellow) Stencil TBD			
2	48	EA	DJ30X100Y25N FIREQUIP	3"X100' with 2.5" NH Couplings Yellow DJ800 Double Jacket EPDM Rubber Lined Polyester Fire Hose		\$445.50	\$21,384.00
				Color TBD (Red, Yellow) Stencil TBD			



The Town of Fort Jones

To: Fort Jones Town Council
Meeting Date: May 11th 2026
From: Joseph Hess – Fire Chief
Subject: Review and Approve Purchase of 2005 Westates HME Type I fire engine for \$67,000

Background

The Fort Jones Fire Department has identified a 2005 Westates HME Type I fire engine as a replacement for a current apparatus. The 2005 engine meets Cal OES Type I engine specifications and was previously assigned through the California Office of Emergency Services (OES) mutual aid system to Georgetown Fire Protection District in the Sierra foothills and was later purchased by Georgetown when retired from the OES system. It has since served as a frontline apparatus and is being sold due to consolidation and fleet reduction.

The proposed apparatus meets Type I engine performance standards and can support all-risk response, including structure fires, wildland fires, and technical rescue operations. This model of engine was specifically designed and built for California fire agencies to help combat the extreme challenges presented by California's major fire activity.

This acquisition would replace the Department's current 1992 KME Type I engine, which was donated approximately three years ago as a surplus unit from Ben Lomond Fire District. While the existing engine has provided operational value, it is aging, increasingly difficult to source parts for, and well past the national standard of replacement at 25 years old. Replacement with the 2005 HME is expected to improve reliability, serviceability, and overall operational readiness.

This unit is listed through Brindlee Mountain Fire Apparatus participating in a Sourcewell cooperative purchasing contract, which satisfies the Town's purchasing policy.

Additionally as a non-stocked apparatus we do have the option to negotiate the pricing with the listing department.

Fiscal Impact

The quote for the 2005 engine is \$65,000 plus \$2,000 Sourcewell fee. DMV Sales tax and registration fees are estimated at approximately \$5,000. It is proposed that all costs associated with the acquisition will be funded entirely from the Fire Reserve account, which is designated for capital apparatus replacement and currently has over \$400,000. Use of this funding source will not impact the Town's General Fund.

Recommendation

Staff recommends the council approve the purchase of the 2005 Westates HME Type I fire engine with funding to come from the Fire Reserve Fund.

Brindlee Mountain Fire Apparatus

"Where America Buys Firetrucks"

Brindlee Mountain Fire Apparatus
Union Grove, AL 35175
Phone 256.498.0188 Fax 256.498.0924

DATE:

5/4/2026

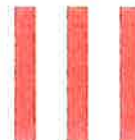
QUOTE # : 20853

Deliver to:

Joseph Hess
Fort Jones VFD
31 Newton Street
Fort Jones, CA 96032

ITEM	AMOUNT
2005 HME Westates Custom Pumper (Stock # 20853)	\$ 65,000.00
VIN: 44KFT42855WZ20555	
Sourcewell Fee	2,000.00
Brokered transaction utilizing BMFA Sourcewell Contract # 120921-BLE	
TOTAL	\$67,000.00

THANK YOU FOR YOUR BUSINESS!



Contact Us

Office : 256.776.7786

Email : sales@firetruckmall.com

Website: www.firetruckmall.com

15410 US Highway 231,

Union Grove, AL 35175

Stock #: 20853

2005 Westates HME Pumper

- 2005 Westates HME Pumper
- Cummins ISL 350 HP Diesel Engine
- 800 Gallon Polypropylene Tank
- Driver's Side Suction: (1) 6"; (1) 2.5"
- Front Discharges: (1) 1.5"
- Crosslays/Speedlays: Crosslays: (2) 1.5"
- Ground Ladders: 24', 14'
- HME Chassis
- Allison 3000 Automatic Transmission
- 10 Gallon Foam Cell
- Officer's Side Discharge: (2) 2.5"
- Rear Discharges: (1) 2.5"
- Air Conditioning
- Mileage: 65,000
- Seating for 6; 3 SCBA seats
- Hale 1250 GPM Side-Mount Pump
- Driver's Side Discharges: (1) 2.5"
- Officer's Side Suction: (1) 6"; (1) 2.5"
- Booster Reel
- Aluminum Hose Bed Cover
- Additional equipment not included with purchase unless otherwise listed. Mileage readings may not be real-time and should be confirmed.



Brindlee Mountain Fire Apparatus is one of the world's largest used fire truck sales and service companies. Based just outside of Huntsville, Alabama, the company has forty-five full-time personnel occupying over 12,000 square feet. Our mechanics, all of whom are EVT certified, perform pump tests, general repairs, preventative maintenance, and body, collision, and paint work on over 500 used fire trucks every year. Visit us online at www.firetruckmall.com



**STAFF REPORT
FROM THE TOWN ADMINISTRATOR
TO THE TOWN COUNCIL**

May 11, 2026

Subject

Adoption of a Resolution Approving an On-Call Policy for the Town of Fort Jones, Public Works, Water, Wastewater and Parks Operations

Summary

The Town of Fort Jones has two FTEs assigned to Public Works, Water, Parks and Wastewater Operations. These two staff serve the needs of 660 residents and are responsible for a multitude of responsibilities related to water, sewer, infrastructure, city parks, wells, water tanks, other facilities as well as a wastewater treatment facility. With such a vast array of services being provided by only two FTEs, it is critical to have a staff person that can respond in case of emergencies which could endanger the safety and health of the residents.

An On-Call policy enables staff to respond 24/7 to emergencies related to essential services like public works, water, sewer, wastewater infrastructure, and appropriately remunerates staff serving in this capacity. The Town currently does not have a Council-adopted On-Call policy.

Recommendation

Staff recommends the Fort Jones Town Council adopt a Resolution setting a \$400 a week On-Call pay for staff who is on-call 24/7. This staff would be required to have valid licenses/certifications or equivalent credentials for:

- Class A CDL
- Tanker Endorsement
- D1, and
- WWTP Grade 1

In addition, the On-Call person must respond within 30 to 45 minutes of the call being received.

This policy represents a streamlined approach where the expectation is set, and the on-call person is remunerated without administrative burden. The policy also sets a requirement for a monthly log to be kept (Attachment B), listing the number of on-call requests received. This log is to be shared annually with the Town Administrator at the end of the year.

Background

The Town of Fort Jones currently lacks an on-call policy and pays straight overtime for calls that are placed outside of business hours. The Policy and Procedure Employee Handbook is silent on the matter of an On-Call role. Staff from Fort Jones, who is On-Call, currently gets straight time if they have not worked over 40 hours a week, or have not worked over 8 hours a day. If these thresholds are met, then staff gets time and half.

Currently, there is one staff that addresses all calls received after hours for emergency matters. Some of these emergencies include, but are not limited to:

- water main breaks or leaks,
- sewer backups,
- water tank leaks or rupture,
- SCADA alarms, as well as treatment plant upsets which can occur unexpectedly and at any hour of the day or night.

In addition, there are State and Federal regulations requiring timely responses to protect the public health, safety and maintain compliance. These calls may arrive on weekends, holidays, day or night.

In reviewing other larger jurisdictions: County of Siskiyou, City of Yreka and the City of Weed it was clear that these organizations have additional options to rotate on-call staff since they have more employees, lowering the burden placed on one employee (Town of Fort Jones model), and affording a lower remuneration plan to the employer. Also, this is normally part of their Memorandum of Understanding with various units, versus a standalone policy. The exception was the City of Weed, which had a resolution and pays \$300 per week for the On-Call service. This model being proposed here follows the City of Weed (roughly with 7 PWS staff). It is being proposed for transparency, reduced administrative burden, and remunerating the On-Call staff equitably at a fair rate.

The On-Call pay would be met when all the following requirements are achieved:

- Class A CDL with Tanker Endorsement
- Tanker Endorsement
- D1, and
- WWTP Grade 1

The above-mentioned requirements certify that the On-Call staff is qualified to operate Town equipment to address and remedy wastewater, sewer and water issues or emergencies in compliance with regulatory rules and guidelines.

Also, it is worth mentioning that other jurisdictions offer staff Public Works/Water and Parks Department staff uniform allowances, which is not currently offered by the Town of Fort Jones.

In addition, this On-Call policy would likely improve employee retention.

Fiscal Impact

The estimated financial impact of this policy for one staff is \$20,800 per year. It is assumed that the on-call rate is applied to one qualified staff member who is on-call for a particular period (i.e., week), and this on-call designation can be shared with more than one qualified employee (in case of family leave, illness, absences, etc.).

In weekly terms, this on-call policy would be ensuring emergency coverage for 7 days (24 hours) a week. This translates to 128 additional hours (at \$3.13 per hour) after subtracting a 40- hour standard work-week.

Prepared by:

Silvia Vonderlinden
Town Administrator



Attachment:

- A) Resolution Adopting an On-Call Policy for the Town of Fort Jones
- B) Annual Log of On-Call Requests

RESOLUTION No. _____

ADOPTING AN ON-CALL POLICY FOR PUBLIC WORKS, WATER, PARKS AND
WASTEWATER OPERATIONS

WHEREAS, it is the intent of the Town Council to properly remunerate staff that will be responding to residents' emergency needs 24/7; and

WHEREAS, the Town of Fort Jones does not address this matter in its Policy and Procedures Handbook; and

WHEREAS, the proposed weekly pay for the On Call person will be \$400.00 per week with a response time of 30 to 45 minutes after the call is received; and

WHEREAS, the staff certifications below are a requirement to receive such On-Call Pay; and

- Class A CDL
- Tanker Endorsement
- D1, and
- WWTP Grade 1

WHEREAS, the staff on call must also fill out a monthly log which lists the calls received and be shared with the Town Administrator at the end of the calendar year; and

WHEREAS, failure to perform the On-Call duties will result in investigation and possible disciplinary action; and

WHEREAS, the Town agrees to provide a take-home vehicle to the On-Call employee while assigned to these duties.

Now therefore, be it resolved, on May 11, 2026 that the Town of Fort Jones City Council voted on this matter at its regular City Council meeting:

Yes: _____

No: _____

Adopted on _____

Signed by Madelaine DeAndreis, Mayor

Attested by Corinne Guidi, Town Clerk

Log of On Call Requests

Month:

Date:

How long was staff at site:

Did situation get resolved:
