

City of Isleton

City Council
Staff Report

DATE: March 9, 2021

ITEM#: 5.A

CATEGORY: Consent Calendar

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 23, 2021.

SUMMARY

Review of the Regular City Council Meetings of February 23, 2021.

FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDATION

City Council review and approve the draft minutes of the Regular City Council Meeting on February 23, 2021.

ATTACHMENTS

Minutes of February 23, 2021.

Reviewed by: Charles Bergson, City Manager __

Submitted and prepared by: Yvonne Zepeda, Deputy City Clerk 

CITY OF ISLETON
Regular City Council Meeting Minutes
Tuesday, February 23rd, 2021 at 6:30pm
101 Second Street
Isleton, California 95641
You can call in to join our public meeting
TELECONFERENCE MEETING

1. OPENING CEREMONIES

- A. Welcome & Call to Order – Mayor Eric Pene called to order at 6.28pm
- B. Pledge of Allegiance
- C. Roll Call – PRESENT: Councilmember’s Barbara Dockery, Paul Steele, Iva Walton, Vice Mayor Pamela Bulahan, Mayor Eric Pene. City Manager Charles Bergson, City Attorney Andreas Booher and Deputy City Clerk, Yvonne Zepeda.
- D. City Council Recognition - Tabled to next meeting.

2. AGENDA CHANGES OR DELETIONS

ACTION: City Manager recommended to move item 4.A, 6.B and then 7.A first.

3. PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this Agenda. Speakers are requested to use the podium in front of the Council and to begin by stating their name, whether they reside in Isleton and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and the time available for the rest of the Agenda. In the event comments are related to an item scheduled on the Agenda, speakers will be asked to wait to make their comments until that item is being considered.

ACTION: None.

4. COMMUNICATION

- A. Del Rio Hotel Claims and Letter of Rejection.
- B. Community Benefits/Delta Conveyance Project.
- C. Letter from Chief of Staff to Supervisor Don Nottoli office for Business Assistance.

ACTION: City Attorney informed City Council of denial letter sent from City Manager.

5. CONSENT CALENDAR

- A. **SUBJECT:** Approval of Minutes of the Regular City Council Meeting of February 9, 2021.

AMERICANS WITH DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, persons needing a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, may contact Deputy City Clerk Yvonne Zepeda, at (916) 777-7770, by fax at (916) 777-7775 or by email to Yvonne.zepeda@cityofisleton.com at least 48 hours prior to the meeting.

GOV. CODE § 54957.5 NOTICE: Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at Isleton City Hall located at 101 Second Street, Isleton, California 95641.

RECOMMENDATION: City Council review and approve draft minutes of the Regular City Council Meeting of February 9, 2021.

ACTION: Councilmember Barbara Dockery motion to approve minutes of the Regular City Council Meeting of February 9, 2021. Councilmember Paul Steele second the motion. **AYES:** Councilmember's Barbara Dockery, Paul Steele, Iva Walton, Vice Mayor Pamela Bulahan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. **PASSED 5-0.**

6. OLD BUSINESS

- A. SUBJECT:** Sacramento County COVID-19 Public Health Order Update and City of Isleton Executive Order.

RECOMMENDATION: That City Council discuss and give direction to staff.

ACTION: Information received.

- B. SUBJECT:** Procedures to Select a City Mayor, proposed.

RECOMMENDATION: That City Council discuss and give direction.

ACTION: City Attorney reviewed memo to council.

- C. SUBJECT:** City Council to Award contract for the Delta West Road Rehabilitation Project 20-01, Bid Award \$755,900.00.

RECOMMENDATION: The City recommends to award the Delta West Road Rehabilitation Project to Big Valley Electric Inc. for \$755, 900.00.

ACTION: City Councilmember Paul Steele motion to award the Delta West Road Rehabilitation Project to Big Valley Electric Inc. for \$755,900.00. Councilmember Barbara Dockery second the motion. **AYES:** Councilmember's Barbara Dockery, Paul Steele, Iva Walton, Vice Mayor Pamela Bulahan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. **PASSED 5-0.**

7. NEW BUSINESS

- A. SUBJECT:** Main Street Redesign Concept Proposal—Presentation by Consultant Robert Liberty.

RECOMMENDATION: Receive presentation.

ACTION: Received presentation.

- B. SUBJECT:** Parking Enforcement Program, Pilot.

RECOMMENDATION: Staff recommends that the City Council approve of and direct the implementation of the Pilot Parking Enforcement Program.

ACTION: Bring back March 9, 2021 with contract.

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- C. **SUBJECT:** Agreement between City of Rio Vista (Fire Department) and the City of Isleton (Fire Department) for the purpose of sharing resources and staffing that will be mutually beneficial.

RECOMMENDATION: Staff recommends that City Council approve the agreement between City of Rio Vista (Fire Department) and the City of Isleton (Fire Department) for the purpose of sharing resources and staffing that will be mutually beneficial.

ACTION: Mayor Eric Pene motion that City Council approve the agreement between City of Rio Vista (Fire Department) and the City of Isleton (Fire Department) for the purpose of sharing resources and staffing that will be mutually beneficial. Vice Mayor Pamela Bulahan second the motion. **AYES:** Councilmember's Barbara Dockery, Paul Steele, Iva Walton, Vice Mayor Pamela Bulahan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. **PASSED 5-0.**

- D. **SUBJECT:** Sacramento Local Agency Formation Commission (LAFCo) Appointment.

RECOMMENDATION: Staff recommends that the City Council appoint a representative to the Sacramento Local Agency Formation Commission.

ACTION: Tabled.

- E. **SUBJECT:** Sacramento Yolo Mosquito & Vector Control District Board.

RECOMMENDATION: Staff recommends that City Council solicit a candidate to Sacramento Yolo Mosquito & Vector Control District Board.

ACTION: Council requested that we post position.

8. COUNCIL REPORTS AND COMMITTEE UPDATES

- A. Councilmember Barbara Dockery – None.
- B. Councilmember Paul Steele – None.
- C. Councilmember Iva Walton – Cleanup of used cars.
- D. Vice Mayor Pamela Bulahan – SACOG meeting.
- E. Mayor Eric Pene – None.

9. STAFF GENERAL REPORTS AND DISCUSSION

- A. City Manager Report – Presented report.
- B. Fire Chief Report – Informed council of California American Water notice of upcoming work on water lines.

10. ADJOURNMENT

AYES:

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NOES:
ABSTAIN:
ABSENT:

MAYOR, Eric Pene

ATTEST:

DEPUTY CITY CLERK, Yvonne Zepeda

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City of Isleton

City Council
Staff Report

DATE: March 9, 2021

ITEM#: 6.A

CATEGORY: Old Business

ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SACRAMENTO, MARCH 3, 2021.

SUMMARY

The State of California announced new COVID-19 Tier assignments for counties. Due to increasing case rates, Sacramento County will move back to the more restrictive Tier 1 Purple. Effective at noon on Wednesday, January 13, 2021, the amended Sacramento County Health Order will align with the State's Purple Tier 1 for allowable activities, which closes certain indoor operations or reduces operational capacity. Restrictions specific to Isleton include outdoor operations for cardrooms, places of worship, restaurants, wineries and bars. Restrictions for indoor operations pertain to retail, hair salons, libraries. Copy of the order is attached. In all cases sectors must maintain mitigation measures (social distancing, face covering, and sanitization). A copy of the order is attached.

Also included is a copy of the Governor's Executive Order N-02-21. 01-27-21, that provides liability protection for health care professionals administering the COVID-19 vaccine.

Staff is submitting the order to guide City operations during the pandemic virus emergency. City Parks and Water front have been opened.

FISCAL IMPACT

Unknown at this time.

RECOMMENDATION

It is recommended that City Council discuss and give direction to staff.

ATTACHMENTS

- Sacramento County Health Order of March 3, 2021.
- Declaration State of Emergency, City of Isleton of March 10, 2020.
- Governor's Executive Order N-02-21.

Reviewed by: Charles Bergson, City Manager 

Submitted and prepared by: Yvonne Zepeda, City Clerk 



**ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SACRAMENTO
DIRECTING ALL INDIVIDUALS LIVING IN THE COUNTY TO CONTINUE
TO STAY AT HOME OR AT THEIR PLACE OF RESIDENCE AND CLOSING
OR MODIFYING CERTAIN OPERATIONS**

DATE OF ORDER: March 3, 2021

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040, 101085, 120175, AND 120220, THE HEALTH OFFICER OF THE COUNTY OF SACRAMENTO ("HEALTH OFFICER") HEREBY ORDERS AS FOLLOWS:

1. This order supersedes the February 8, 2021 Order of the Public Health Officer directing all individuals to stay at home ("prior Stay At Home"). This Order **shall become effective immediately** and will continue to be in effect until it is rescinded or amended in writing by the Health Officer.
2. On November 13, 2020, the California Department of Public Health (CDPH) issued updated guidance for private gatherings (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-for-the-Prevention-of-COVID-19-Transmission-for-Gatherings-November-2020.aspx>). Due to the increased risk of transmission and spread of COVID-19 when people from different households and communities mix, Sacramento County Public Health continues to discourage social gatherings. People who choose to attend gatherings should adhere to the CDPH guidance and limit the size to three households or less as well as take other precautionary measures as outlined in the guidance.
3. The State of California Blueprint for a Safer Economy (<https://covid19.ca.gov/safer-economy/>) is a system of county monitoring and re-opening of businesses based on a tiered system corresponding to specific indicators of COVID-19 disease burden. According to this system, Sacramento County is currently in Purple Tier 1 (widespread) and is subject to all State of California restrictions and

guidance for Purple Tier 1.

4. In alignment with Purple Tier 1, the following sectors are permitted for **OUTDOOR operations only** until further notice. These sectors must still maintain mitigation measures (social distancing, face covering, and sanitization):
 - a. Cardrooms, satellite wagering
 - b. Family Entertainment Centers (e.g. bowling alleys, miniature golf, batting cages, kart racing, skating rinks, and arcades)
 - c. Gyms and fitness centers
 - d. Movie theaters (maximum 25% capacity or 100 people, whichever is fewer)
 - e. Museums, zoos, aquariums
 - f. Playgrounds, dog parks, skate parks, and recreational facilities
 - g. Restaurants
 - h. Wineries

Bars, pubs, breweries, and distilleries may operate outdoors if they are offering sit-down, outdoor meals. Outdoor operations may be conducted under a tent, canopy, or other shelter as long as the structure is classified as "outdoor" using CDPH outdoor business structure criteria (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Use-of-Temporary-Structures-for-Outdoor-Business-Operations.aspx>)

5. In alignment with Purple Tier 1, the following sectors are open for **INDOOR operations**. These sectors must still maintain mitigation measures (social distancing, face covering, and sanitization) and specific modifications in parenthesis below:
 - a. All retail (maximum 25% capacity; grocery stores 50% capacity)
 - b. Critical infrastructure (<https://covid19.ca.gov/essential-workforce/>)
 - c. Entertainment production, studios, broadcast
 - d. Hair salons and barbershops
 - e. Hotels and lodging
 - f. Libraries (maximum 25% capacity)
 - g. Nail salons and electrolysis operations
 - h. Personal care services (e.g. body waxing, estheticians, tattoo, massage)
 - i. Places of worship (maximum 25% capacity)
 - j. Professional sports (without live audiences)
 - k. Shopping centers (e.g. malls, destination centers, swap meets, excluding food courts and common areas) (maximum 25% capacity)

6. In alignment with Purple Tier 1, bars, pubs, breweries, and distilleries are prohibited from operating with the exception of those serving sit-down, outdoor meals.
7. In alignment with CDPH requirements (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Schools-FAQ.aspx>), schools (all grade levels) that have reopened for in-person instruction, either under a waiver or while Sacramento County was in Red Tier 2 (September 29 – November 10, 2020), are permitted to continue to conduct in-person instruction. Schools that had not reopened previously must follow State of California approved processes for school reopening. Elementary schools (grades K-6) may reopen for in-person instruction upon County and State approval of a COVID-19 Safety Plan, Cal/OSHA Prevention Plan, and COVID-19 School Guidance Checklist. Middle schools and high schools (grades 7-12) may reopen for in-person instruction when Sacramento County returns to Red Tier 2.

Schools conducting in-person instruction must maintain mitigation measures, including social distancing, face coverings, and sanitization, in compliance with schools guidance from CDPH (https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated_Schools_Guidance.pdf) and Sacramento County Public Health (https://www.saccounty.net/COVID-19/Pages/ChildCare_Schools_Colleges.aspx).

8. All organized youth and adult recreation sports, including school- and community-sponsored programs, and privately-organized clubs and leagues must abide by youth and adult sports guidance from CDPH (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/outdoor-indoor-recreational-sports.aspx>) and Sacramento County Public Health (<https://emd.saccounty.net/EMD-COVID-19-Information/Documents/COVID-19%20Guidance%20for%20Youth%20Sport%20Conditioning.pdf>). On March 2, 2021, Sacramento County's adjusted case rate fell below 14 per 100,000, which is the CDPH threshold to allow additional sporting activities in a county. Outdoor low-contact, moderate-contact, and high-contact sports are permitted with adherence to the specific mitigation measures and requirements described in the aforementioned sports guidance. Inter-team competitions are permitted for allowable sports. Tournaments or competitions involving more than two teams are prohibited.

9. On November 16, 2020, the California Department of Public Health updated their face covering mandate (<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>), which requires all people in California to wear face coverings when they are outside of the home, with specific exemptions. A growing body of scientific research has shown that people with no or few symptoms of COVID-19 can still spread the disease and that the use of face coverings, combined with physical distancing and frequent hand washing, will reduce the spread of COVID-19. As part of this Order the Sacramento County Health Officer continues to align the County face covering Order with the State mandate.
10. The Centers for Disease Control and Prevention (CDC) recommends that guidance for those experiencing homelessness outside of shelters continue to be followed. To maintain public health and safety, local governments are advised to allow people who are living unsheltered, in cars, RV's, and trailers, or in encampments on public property to remain where they are, unless the people living in those locations are provided with a) real-time access to individual rooms or housing units for households, with appropriate accommodations including for disabilities, and b) a clear plan to safely transport those households.

Do not cite persons experiencing homelessness for using cars, RV's, and trailers as shelter during community spread of COVID-19. Do not remove life necessities from people experiencing homelessness, which includes, for example, their shelter (e.g., tents, vehicles, or other living structures), hygiene equipment, food supplies, water, medicines, mobility devices (such as walkers, wheelchairs, crutches, canes), and bicycles used for transportation.

Clearing encampments causes people to disperse throughout the community and break connections with service providers, increasing the potential for infectious disease spread.

Exceptions are encampments that pose a public safety hazard or adversely impact critical infrastructure as designated by local, state, or federal law, regulations, or orders.

11. This Order will take effect **immediately** and will be in effect until it is rescinded, superseded, or amended in writing by the Health Officer of Sacramento County.

12. **Copies of Order.** Copies of this Order shall promptly be: (1) made available at the County Administration Building at 700 H Street, Sacramento 95814, First Floor; (2) posted on the Sacramento County COVID-19 website (COVID19.saccounty.net) and County Health Department's website (dhs.saccounty.net/PUB); and (3) provided to any member of the public requesting a copy of this Order.

13. **Severability.** If any provision of this Order or the application thereof to any person or circumstance is held to be invalid by a court of competent jurisdiction, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

IT IS SO ORDERED:

Olivia Kasirye MD

Olivia Kasirye, MD, MS
Health Officer of the County of Sacramento

Dated: March 3, 2021

CITY OF ISLETON

DECLARATION STATE OF EMERGENCY

**A DECLARATION BY THE MAYOR OF THE CITY OF ISLETON OF A
STATE OF EMERGENCY FOR NOVEL CORONAVIRUS DISEASE
EPIDEMIC, COVID-19, IN THE CITY OF ISLETON**

WHEREAS, California Health and Safety Code Section 101080 authorizes a local health officer to declare a local health emergency in the official's jurisdiction, or any part thereof, whenever the officer reasonably determines that there is an imminent and proximate threat of the introduction of any contagious, infectious, or communicable disease, chemical agent, noncommunicable biologic agent, toxin, or radioactive agent, and

WHEREAS, on January 30, 2020, the World Health Organization declared the outbreak of a Novel Coronavirus Disease (COVID-19) a "public health emergency of international concern", and

WHEREAS, the Centers of Disease Control and Prevention announce on February 25, 2020, that community spread of COVID-19 is likely to occur in the United States of America, and

WHEREAS, on March 4, 2020, the Governor of the State of California issued a proclamation of a State of Emergency for the State of California due to COVID-19, and

WHEREAS, there are currently multiple cases of confirmed COVID-19 in Sacramento County, and there is an ongoing risk and likelihood of additional COVID-19 positive patients being identified in Sacramento County, and

WHEREAS, on March 5, 2020, the County of Sacramento Public Health Officer, proclaimed public health emergency in Sacramento County, and

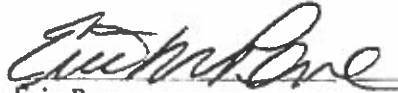
WHEREAS, on March 10, 2020 the Board of Supervisor of Sacramento County ratified the Proclamation of a State of Local Emergency

WHEREAS, the City of Isleton must use all preventive measures, which will require access to available services, personnel, equipment,, and facilities, to respond to COVID-19 and prepare and carryout plans for the protection of persons and property within the City in the event of an emergency, including actual or threated existence of conditions of disaster or extreme peril including epidemics, and

WHEREAS, COVID-19 constitutes a potential epidemic under Section 8558 of the Government that, by reason of its magnitude is potentially beyond the control of the services, personnel, equipment and facilities of the City of Isleton and requires the combined forces of a mutual aid region or regions to combat,

NOW, THEREFORE, the Mayor of the City of Isleton, in accordance with the authority pursuant to Isleton Ordinance 230 and Isleton Municipal Code Chapter 5.40.060 finds that conditions

to the health and safety of persons and property within the City of Isleton are threatened and hereby declares a State of Emergency in the City of Isleton.



Eric Pene
Mayor, City of Isleton

ATTEST:

By:



Yvonne Zepeda,
Deputy City Clerk, City of Isleton

City of Isleton

City Council Staff Report

DATE: March 9, 2021

ITEM#: 6.B

CATEGORY: Old Business

PARKING ENFORCEMENT, PILOT PROGRAM

SUMMARY

Staff is recommending City Council approve several actions to implement its Pilot Parking Enforcement program, including purchase orders to establish enforcement services, a resolution to adopt a bail schedule, and designating vehicle theft funds for the program.

City Council directed the implementation of an Isleton Parking Enforcement Pilot Program at its meeting Tuesday, February 23, 2021. To implement the program City Staff recommends City Council:

- Issue a purchase order to SP+ Parking of San Francisco for parking enforcement services, 4 hours a week
- Issue a purchase order to Data Ticket LLC of Irvine for citation processing, tickets & fines
- Adopt City of Isleton Vehicle Traffic Bail Schedule, Resolution 005-21.
- Approve the use of State Vehicle Theft program funds for the implementation and operation of this pilot parking enforcement program.

DISCUSSION

As this is a pilot program, Staff is recommending retaining these services on a purchase order basis. These services are not permanent and allow the City the flexibility to adjust the services based on program performance after the first months. In discussions with the several firms researched for these services, the figures presented below reflect current industry prices for parking enforcement and processing. Both of the firms recommended each provide parking services to multiple public agencies throughout California.

The City has on account with the State Vehicle Theft Program (SB 2139) funds in an amount over \$11,000. These funds have been on account for many years and have never been used. These funds are to be used strictly for efforts to reduce or mitigate the theft of vehicles. Using these funds for the initiation of the City's parking enforcement program, including citing abandoned vehicles in public streets, will assist in the prevention of auto theft. Staff is recommending that Council direct staff to use these funds to initiate the parking enforcement program.

FISCAL IMPACT

Based on discussions with professional parking citation companies, the City will generate an estimated 1,000 violations a year which will yield about \$57,500. Expenses will be for the citation issuance, citations processing, and city administration. These annual costs are estimated to be about \$15,000 for the citation issuance and about \$4,000 for citation processing.

Precise cost figures are shown in table A below:

Table A – Pilot Parking Enforcement Program First Year
Financial Estimated Revenue and Expenses

Revenue	
County of Sacramento Vehicle Theft Program SB (2139)	11,420
1,000 Citations / Year x \$57.50 per citation	57,500
Total Revenue	\$68,920
Expenses	
Citation Processing	4,000
Android Handheld Writer and Printer (12 month lease) /IT exempt on purchase ordinance	667
Parking Enforcement Services 4 hrs. x 50 weeks x \$70/hr.	14,000
Administration, 10%	5,750
Total Expenses	24,417
Total Net Revenue First Year	\$44,503

RECOMMENDATION

Staff recommends that the City Council:

1. Approve purchase order to SP+ Parking for parking enforcement services, amount not to exceed \$15,000.
2. Approve purchase order to Data Tickets LLC for citation processing, amount not to exceed \$5,000.
3. Pass Resolution No. 005-21 adopting Isleton Vehicle Traffic Bail Schedule
4. Designate the use of Vehicle Theft Funds (SB2139) for the Pilot Parking Enforcement Program, amount \$11,420.

ATTACHMENTS

1. SP+ Parking contract for a parking enforcement officer for 4 hours a week
2. Data Ticket LLC Agreement for administering parking tickets & pricing
3. City of Isleton Vehicle Traffic Bail Schedule (based on Sacramento County Bail Schedule)
4. Resolution 005-21 City Council Adoption of the Isleton Vehicle Traffic Bail Schedule
5. County of Sacramento, Notice of Available Funds Vehicle Theft Program, dated December 14, 2020.

Prepared by: Diana O'Brien

Reviewed by: Charles Bergson, City Manager

Submitted by: Yvonne Zepeda, Deputy City Clerk





100 Pine Street
Suite 210
San Francisco, CA 94111

p. 415-558-1663
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www.sppius.com

February 11, 2021

City of Isleton
Ms. Diana Obrien
Phone: 916-777-7771
E-Mail: dianaobrien@cityofisleton.com



RE: Enforcement Services City of Isleton, CA

Dear Diana,

SP Plus Corporation (NASDAQ: SP) is pleased to present this proposal for the on-street enforcement for the City of Isleton, CA. Our company and its valued employees are industry leaders who have the experience, expertise, and commitment to deliver extraordinary service to the City of Isleton and ultimately to the patrons of its parking system. As the leading national provider of event and parking management services, we are uniquely qualified to partner with you and the City of Isleton in delivering a comprehensive enforcement plan that includes increased returns, the highest level of operational excellence, unsurpassed customer service, and cutting edge technology. SP+ will provide the necessary resources to manage and provide the highest level of service to the City, its residents, businesses, patrons and visitors.

Experience is Key

SP+ understands the nuances of municipal parking dynamics. Our comprehensive services plan has successfully balanced the specific needs of the City of Isleton's leadership and the community at large. We are very excited to be considered to effectively manage the City's parking infrastructure in a way that will successfully meet its financial goals while providing uninterrupted and efficient access to its residents, businesses, and visitors. With a focus on providing superior customer service, future proof technologies, and actively collaborating with stakeholders, SP+ has a proven track record in delivering world class municipal parking management services. Founded in 1929, SP+ has grown to be one of North America's largest parking management companies and operates more than 35 municipal parking locations across 34 states. No other provider has more extensive experience in municipal parking management than SP+.

Our methods are comprehensive, tested, and designed to achieve the City of Isleton's goals and objectives. We focus on the following keys to success, which we will further articulate in our proposal:

- Partnership Approach – community involvement and stewardship
- Outcome Based Management – using data to drive program performance
- Technology – leveraging technology for accountability and transparency
- Experience – favorably impacting service and financial accountability

INNOVATION IN OPERATION

An Investment in Partnership

In our commitment as the City of Isleton's parking management service provider, we will take great strides to advance the parking program. As possible partners SP+ will be devoted to community engagement and education to encourage positive participation and collective decision making for a proposed Park Isleton program. Our dedicated team of parking professionals will be great stewards of the program and the visitors, businesses, and residents it serves. With the implementation of new meter technology, we will be focused on providing customers with the friendliest and up to date parking experience.

Beyond exceptional customer service and the broadening of public parking accessibility, SP+'s municipal team will tailor its approach to managing the City of Isleton's parking assets and also produce exceptional financial results.

Accredited Parking Organization

SP Plus Corporation is the first commercial parking operator to be certified by the International Parking Institute (IPI) as an Accredited Parking Organization (APO). We are the first parking operator to achieve Accreditation with Distinction - which represents the top 5% of the industry.

The APO program was established in 2015 to set industry standards that develop, ensure and support a high level of professionalism and competency in parking management. To earn the APO designation, an organization must demonstrate its commitment to ongoing evaluation and improvement of program outcomes throughout its operations.

Our team has invested a considerable amount of effort in this response to convey who we are as a company and as individuals who will be responsible for the success of your program. I hope it is apparent by what is presented how personally we take this project. I also hope there is no question as to the sense of personal ownership we take in our operations and our appreciation of the relationship we have developed with you.

With a substantial presence and infrastructure in Nor-Cal, including similar operations at City of Antioch, City of Vallejo, City of San Leandro, and City of San Mateo to mention a few, we have a fantastic head start to hit the ground running with this contract. We are happy to be able to offer you the below:

Specifications:

- ✦ One day a week, four (4) hours of enforcement
- ✦ Billing to be based on Hours of Operation
- ✦ Manager Allocation provided for but not charged additionally for their hours

- + Vehicle: One enforcement vehicle; back-up vehicle, when necessary, will be accommodated with such costs paid by SP+

Hourly Rate:

- + The Hourly Rate includes all expenses
- + Inclusions: Liability & General Liability Insurance, Payroll, Vacation, Holiday and Sick Pay; Payroll Taxes and Burden, Worker's Compensation, Health Benefits; Uniforms; Employment Ads; Random Drug Testing, Random Alcohol Testing; REID Employee Test and Background Checks; Training and Vehicle Certification; Vehicle Cleaning and Fuel; Vehicle License and Registration, Repair & Maintenance assumed by SP+, administrative paperwork, Enforcement Kit, etc.

Hourly Labor Rate:

- + **\$69.90 per labor hour with a minimum requirement of 4 hours, weekly**
- + This rate assumes one part-time enforcement officer and one manager allocation weekly (manager allocation not billed).

Again, thank you for this opportunity and we look forward to hearing from you soon.

Sincerely,



Victor Alistar
Vice-President of Operations, SP+



2603 Main Street, Suite 300
Irvine, CA 92614
949-428-7241
ClientServices@DataTicket.com

SCOPE OF SERVICE AND PERFORMANCE AGREEMENT

Data Ticket, Inc.
2603 Main Street, Suite 300
Irvine, California 92614
(here-in-after sometimes referred to as "Company")

AND

City of Isleton
PO Box 716
Isleton, California 95641
(here-in-after sometimes referred to as "Agency")

The Company intends to provide for the processing of fines, bail and forfeiture thereof, in connection with the issuance of citations for illegal parking pursuant to the laws of the California.

ARTICLE I - CITATION PROCESSING

1.1 Referral and Reconciliation: COMPANY shall receive and process parking citations which COMPANY shall receive from AGENCY. COMPANY will provide a reconciliation of the number of citations received from AGENCY.

1.2 Determination of Processable Citations: COMPANY shall screen the parking citations referred to it by AGENCY to determine if the citation is processable. If the citation is determined by COMPANY to be unprocessable (e.g., essential processing information is missing), COMPANY shall return the citation to AGENCY within seven (7) days of receipt, by COMPANY'S office, for clarification. COMPANY will be paid the contractual rate hereinafter provided, for citations properly returned to the AGENCY as unprocessable.

1.3 Collection and deposit of funds: A "direct deposit" system shall be employed for all funds received in payment of citations. The AGENCY shall own the account and deposits shall be made directly into the account by the COMPANY for the collecting AGENCY. The COMPANY will invoice the AGENCY for services rendered. Payment in full shall be due within thirty (30) days after which interest shall be accrued at the rate of 6%, (or lower if any statutes, rules or regulations prohibit this rate). If the COMPANY deposits into an account held jointly between the AGENCY and the COMPANY, the COMPANY shall reconcile the account the month following



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the banking activity, disburse all revenue due the AGENCY, the COMPANY, any tax or surcharge liability and all refunds and provide all supporting documentation for the AGENCY records.

1.4 Identification of Registered Vehicle Owners: COMPANY shall exert best efforts and attempt to obtain the name and address of the registered vehicle owner from the State Department of Motor Vehicles (DMV) for each vehicle for which a parking citation has been issued but payment for which has not been received within the required time period. COMPANY shall follow all procedures specified by the DMV, and be consistent with the Vehicle Code when identifying registered vehicle owners.

1.5 Verification of Ownership: COMPANY will take reasonable measures to identify and verify registered vehicle owners. Such measures will take into consideration factors such as issuance of new license plates; address changes; license plate transfers to other vehicles; name changes; and the validity of plates and registration during specific time periods applicable to individual cases.

1.6 Delinquency Notices: In accordance with State law, COMPANY will generate and mail (presorted, first-class postage) no sooner than allowable by law, a delinquency notice to all identified registered owners of vehicles who fail to pay their parking citation fines or to post bail in the required manner. The mailed notice will include all information required by the State Vehicle Code, including, but not limited to the following:

- A. The parking citation issuance date and number;
- B. The consequences of nonpayment (i.e., a hold on the vehicle registration and the imposition of penalties, towing, or issuance of a possible warrant for arrest);
- C. The amount of fines and fees due and payable;
- D. Affidavit of Non-Ownership.

1.7 Registration Holds: The COMPANY will provide the system and procedures and will interface with the State Department of Motor Vehicles to place a hold on vehicle registration having unpaid parking fines and fees due against those vehicles in accordance with the Vehicle Code and any other applicable State and local laws. The notification will be given within a reasonable period of time after issuance of a delinquency notice. The period of time will not exceed the time limits provided by state and local law.

1.8 Removal of Registration Holds: COMPANY will provide the system and procedures and will interface with the State Department of Motor Vehicles to remove registration holds when a registered vehicle owner satisfies the entire amount of parking citation fines, penalties, and fees due against the vehicle and establishes such payment to the satisfaction of COMPANY.

1.9 Contested Citations: In the event a registered vehicle owner disputes the



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liability for the outstanding parking citation, COMPANY will advise the registered vehicle owner of his/her right to request an appeal according to the laws in the state of citation issue. All contested citations will be forwarded to the appeals administrator or AGENCY within the prescribed time period so that the matter can be adjudicated.

1.10 Appeals: If requested by AGENCY, the COMPANY will schedule and conduct appeals in accordance with state law, to respond to parking violators wishing to contest their citations. The COMPANY will provide a toll-free number for contestants to call, correspond with contestants and notify them of decisions; maintain records of dispositions and appeal paperwork and refer all paperwork to Court if required. The COMPANY shall not be responsible for the AGENCY'S failure to provide correct or timely infraction information. The AGENCY shall be responsible to pay any court filing fees due, if appeals are sent to Court and earlier decisions are overturned by the Court.

1.11 Citations Disposed of by Hearing/Court: The COMPANY may be required, as a result of court action, to reduce or cancel, on an individual basis, parking citations which have been referred to it. COMPANY shall be paid the contractual rate hereinafter provided for processing the citation regardless of the outcome of court action. COMPANY will maintain records indicating any reduction or cancellations of parking citations as a result of hearing/ court action. Parking citations that are dismissed as a result of hearing/court action, will have the dismissal processed by the COMPANY promptly after receipt from the Hearing/Court.

1.12 Suspension of Processing: COMPANY will suspend processing on any citation referred to it for processing upon written notice to do so by an authorized officer of the AGENCY. COMPANY will promptly return any citation or facsimile properly requested by the AGENCY. COMPANY will maintain records indicating any suspension of citation as a result of AGENCY'S request. COMPANY shall be paid the contractual rate hereinafter provided for processing the citations suspended by the AGENCY.

1.13 Payments by U.S. Mail: It is the citizen's responsibility to ensure that payments are received on or before the date due. The date received by the COMPANY will be the criteria to establish any delinquent fees due.

1.14 Parking Citation System Master File Update: COMPANY will regularly, on a daily basis, update the parking citation database with new citations, payments, reductions, cancellations, dismissals and any other pertinent data.

ARTICLE II - PAYMENT PROCESSING

2.1 Disposition Processing: COMPANY will maintain all citation dispositions for a minimum of two (2) years. Closed citations will remain on-line for at least one (1) year, for research and



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statistical purposes.

2.2 Payments Processing: COMPANY shall process citation payments within twenty-four (24) hours of receipt. Payments shall be immediately posted in one (1) of three (3) following categories:

"Regular Payments" are payments with the correct bail, paid on or before the due date. (This includes payments properly complying with prior Notices-of-Intent).

"Partial Payments" are payments paid for less than the amount of bail due. A notice or additional correspondence may advise defendant of late charges and/or incorrect bail.

"Court/Hearing Requests" are all requests for administrative/court hearings by defendants. These requests are sorted so that bail submitted is immediately posted, and if needed the original citations are retrieved.

2.3 Miscellaneous Letters Processing: COMPANY will receive and review all miscellaneous correspondence. These are generally letters requesting meter checks, refunds, voids, or otherwise setting forth complaints. These letters will be researched by COMPANY for proper follow-up either by AGENCY or by COMPANY.

2.4 Batching Procedures: COMPANY shall maintain an effective method of internal control procedures. Such procedures shall involve reconciliation of all payments received using generally accepted accounting principles. After proper reconciliation, deposit slips shall be prepared for and deposits made at the appropriate bank, including an itemized listing of all batch numbers included in the deposit. The batch of citation payment documentation shall then be scanned and stored electronically on the network for a minimum period of three (3) years.

2.5 Cash Payments: COMPANY shall maintain an effective method of handling cash payments. All cash received through the mail, shall be logged in a cash journal. Thereafter, effective internal control procedures shall be implemented to reconcile such payments, using generally accepted accounting principles.

2.6 Deposits: All deposits shall be made daily, subject to regular banking hours. Deposits shall be itemized and detailed information will be captured regarding submitted funds. Deposit slips shall be prepared in triplicate. If a joint account between COMPANY and AGENCY is opened, all deposits shall be directly deposited and COMPANY shall perform all reconciliation and check generation along with monthly invoicing. If only the AGENCY'S designated bank account is used, COMPANY will deposit directly into the designated account, but will have no authorization to perform any other duties. Monthly



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invoicing will be generated by the parking management system and AGENCY will be responsible to reconcile the account and cut all checks. In that case, AGENCY will supply deposit slips and endorsement stamp to COMPANY

2.7 Revenue Report: A monthly revenue report will list all revenues received during a given month. This report will also provide information regarding the AGENCY'S responsibility for any taxes on collected funds.

ARTICLE III – WEB SITE

3.1 Citation Management Web Site: The COMPANY offers a web site for AGENCY review and interface of its database, including all citations and information relating to changes in status.

3.2 Patron Web Site Access: When the AGENCY has web site access, the citizens who receive citations will be able to access the web site to review their individual citations, pay on-line and appeal on-line.

3.3 Web Site Interaction: The web site may be “view only” or “interactive,” for AGENCY staff depending on requirements of the AGENCY.

3.4 Web Site Reports: Web site reports are available to the AGENCY on a daily 24/7 schedule and export into Excel for easy flexible reporting.

3.5 Web Site Cost: User ID's and passwords will be assigned to the AGENCY at no cost.

ARTICLE IV – ADDITIONAL SERVICES

4.1 California Vehicle Code 40215: Services provided include accepting, scheduling, reviewing and hearing of first and second level administrative appeals, interfacing and providing backup for Court appearances and notifying AGENCY contestants by phone and in writing of decisions. The AGENCY shall be responsible to pay the \$25.00 Court filing fee if the review and administrative hearing decisions are overturned by the Court.

4.2 Other Collections: COMPANY shall retain a percent of payments collected on delinquent citations which have been processed in accordance with the current Agreement, and meet the following criteria:

- A. Delinquent citations; those for which the California State Department of Motor Vehicles have been placed on a registration hold and/or dropped from the registration hold due to a transfer of ownership or non-renewal of



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registration or a registration hold has not been placed, but the normal daily processing cycle is complete.

- B. Citations with out-of-state license plates.
- C. Any other problem or special citations that AGENCY so designates and refers to COMPANY under this Agreement.

4.3 Postal Rate Increase: The COMPANY will maintain auditable records to document the COMPANY'S actual postage costs associated with the mailing of delinquency notices for unpaid citations and for other mailings related to the processing of correspondence. If there is a postal increase, that increase will be invoiced effective on the date that the postal rate increase goes into effect.

ARTICLE V - GENERAL

5.1 Public Inquiries: The COMPANY will respond to reasonable inquiry by telephone or letter of a nonjudicial nature. Inquiries of a judicial nature will be referred to the AGENCY for determination, unless the COMPANY has been designated to handle appeals.

5.2 COMPANY Limitations: COMPANY will not take legal action or threaten legal action in any specific case without AGENCY'S prior approval.

5.3 Use of Approved Forms: AGENCY shall have the right to reasonable approval of all forms, delinquency notices, and correspondence sent by the COMPANY. These must conform to State and local law.

5.4 Books and Records: COMPANY will maintain adequate books or records for parking citations issued within the AGENCY'S jurisdiction and referred to COMPANY for processing. Such books or records, and related computer processing data, shall be available for reasonable inspection and audit by AGENCY at the COMPANY'S location at reasonable times upon adequate prior notice to COMPANY.

5.5 Ownership: All reports, information, and data, including but not limited to computer tapes or discs, files, and tapes furnished or prepared by the COMPANY, (collectively the "Materials"), are and shall remain exclusively the sole property of COMPANY, and the AGENCY shall acquire no right or title to said Materials. All computer software and systems, related automated and manual procedures, instructions, computer programs, and data storage media containing same, and written procedures performed hereunder (collectively the "System") are and shall remain exclusively the sole property of COMPANY, and the AGENCY shall acquire no right or title to said Systems.

5.6 Property of AGENCY: All documents, records and tapes supplied by AGENCY to COMPANY



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in performance of this contract are agreed to be and shall remain the sole property of AGENCY. COMPANY agrees to return same promptly to AGENCY no later than forty-five (45) days following notice to the COMPANY. The AGENCY shall make arrangements with COMPANY for the transmission of such data to the AGENCY upon payment to COMPANY of the cost of copy and delivery of such tape from COMPANY'S computer facilities to AGENCY'S designated point of delivery, plus any open invoices.

5.7 Confidentiality: In order to enable COMPANY to carry out its work hereunder, to some extent it will have to impart to the AGENCY'S employees information contained in the Materials and Systems (collectively the "CONFIDENTIAL DATA"). The AGENCY agrees that information contained in the data that was marked in writing as "CONFIDENTIAL", "PROPRIETARY" or similarly, so as to give notice of its confidential nature, when submitted to the AGENCY by COMPANY shall be retained by AGENCY in the strictest confidence and shall not be used or disclosed in any form except in accordance with paragraph 5.8 hereinbelow. The PUBLIC AGENCY recognizes that irreparable harm could be occasioned to COMPANY by disclosure of CONFIDENTIAL DATA that is related to its business and that COMPANY may accordingly seek to protect such CONFIDENTIAL DATA by enjoining disclosure.

5.8 Consent for Disclosure: No report, information, data, files, or tapes furnished or prepared by COMPANY or its subcontractors, successors, officers, employees, servants, or agents shall be made available to any individual or organization without the prior written approval of AGENCY other than individuals or organizations that are necessary to properly effectuate the terms and conditions of this agreement, unless requested under State or Federal law, subpoena or court order. Agency shall promptly inform Company of any such request or order of disclosure immediately upon receipt by Agency. This Non-Disclosure obligation shall survive the Termination of this Agreement.

5.9 COMPANY Files: COMPANY shall maintain master files on parking citations referred to it for processing under the scope of services. Such files will contain records of payments, dispositions, and any other pertinent information required to provide a reasonable audit trail.

5.10 Storage for AGENCY:

- A. COMPANY agrees to store original citations, manually scanned or received electronically, on the network for a minimum of three (3) years. AGENCY relieves COMPANY of all liability costs associated with data released by AGENCY to any other person or entity using such data.
- B. Subsequent to the termination of the contract, COMPANY will return all hard copies to the AGENCY or shred them. If requested, an electronic file, diskette or CD of all processed data will be available to the AGENCY.



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ARTICLE VI - REPORTS

6.1 Periodic Reports: COMPANY will submit reports to AGENCY each month. The reports will provide activities relating to performance under this Scope of Services. Among the reports, which COMPANY will generate, are the following:

- A. Report of Revenue Collected for Period
- B. Report for Parking Citations Issued for Period
- C. A balanced summary report for issuing AGENCY providing the status of all parking citations at the beginning of the period, current period and at the end of the period.
- D. A report for issuing Agency identifying registered vehicle owners with multiple outstanding parking citations.
- E. A report for issuing Agency identifying the parking citations issued, location, and violation by officer.

6.2 PCI Compliance Reports/Certificates: Quarterly and Ad Hoc certificates will be sent to the Agency.

6.3 Annual Reports: Annually, COMPANY shall comply with existing state laws.

ARTICLE VII – TERM OF CONTRACT AND COSTS

7.1 Terms and Renewals: This Agreement shall be for five (5) years commencing as of the last date of signature. Unless notice of termination, is made in writing by either party to the other no less than ninety (90) days prior to the end of the scheduled term, this Agreement shall automatically renew for additional one (1) year periods. In conjunction with the automatic extension of the terms of this Agreement, COMPANY may give notice of reasonable price adjustments for its processing services. The AGENCY will have thirty (30) days to respond in writing to the proposed increase. Unless AGENCY gives notice in writing of its rejection of these price adjustments, the term shall be extended with these price adjustments as stated. If the AGENCY gives notice of its rejection of these price adjustments, unless there is a further written Agreement between the parties, the term of the Agreement shall not be extended and the Agreement shall terminate.

7.2 Cancellation: Upon a material breach or upon ninety (90) days written notice to the COMPANY, the AGENCY may cancel or terminate this Agreement. The COMPANY shall have thirty (30) days to cure any material breach or defect set forth in the written termination notice provided by the AGENCY.

7.3 Exclusivity: AGENCY agrees to utilize only the services of the COMPANY during the term of the Agreement for the processing of the citations referred to above. AGENCY



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agrees during the term of the Agreement, to not directly or indirectly engage a competitor of the COMPANY for the performance of the services provided by the COMPANY under this Agreement.

7.4 Costs: Cost shall be charges as set forth in Exhibit A.

ARTICLE VIII – CLAIMS AND ACTIONS

8.1 AGENCY Cooperation: in the event any claim or action is brought against COMPANY relating to COMPANY'S performance or services rendered under this Agreement, COMPANY shall notify the AGENCY, in writing, within five (5) days, of said claim or action.

8.2 Hold Harmless: COMPANY and AGENCY agree to the following hold harmless Clauses:

- A. COMPANY agrees to indemnify, defend, and hold harmless the AGENCY and its officers and employees against all claims, demands, damages, costs, and liabilities arising out of, or in connection with the performance by COMPANY or AGENCY or any of their officers, employees or agency under this AGREEMENT, excepting only loss, injury or damage caused solely by the negligent acts or omissions of AGENCY or any of its officers or employees.
- B. AGENCY agrees to indemnify, defend and hold harmless the COMPANY and its officers and employees against all claims, demands, damages, costs and liabilities for loss, injury or damage caused solely by the negligent acts or omissions of AGENCY or any of its officers or employees arising out of or in connection with the performance by the AGENCY or any of its officers or employees under this AGREEMENT.

ARTICLE IX – SUBCONTRACTORS AND ASSIGNMENTS

9.1 Subcontracting: COMPANY is authorized to engage subcontracts as permitted by law at COMPANY'S own expense, subcontracts shall be deemed agents of COMPANY.

9.2 Assignments: This contract may not be assigned without the prior consent of the AGENCY. It is understood and acknowledged by the parties that the COMPANY is uniquely qualified to perform the services in this Agreement.

ARTICLE X - INDEPENDENT COMPANY

10.1 COMPANY'S Relationship: COMPANY'S relationship to the AGENCY in the performance of this Agreement is that of an independent COMPANY. Personnel performing services under this Agreement shall at all times be under COMPANY'S exclusive direction and control and shall be employees of COMPANY and not employees of the AGENCY. COMPANY shall



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pay all wages and salaries and shall be responsible for all reports and obligations respecting them relating to social security, income tax withholding, unemployment compensation, worker's compensation, and similar matters. Neither COMPANY nor any officer, agent, or employee of COMPANY shall obtain any right to retirement benefits or other benefits which accrue to employees of AGENCY, and COMPANY hereby expressly waives any claim it might have to such rights.

ARTICLE XI – INSURANCE

11.1 Insurance Provisions: COMPANY shall provide and maintain at its own expense during the term of this Agreement, the following policy or policies of insurance covering its operations hereunder. Such insurance shall be provided by insurer(s) satisfactory to the AGENCY and certificates of such insurance shall be delivered to the AGENCY on or before the effective date of this Agreement. Such certificates shall specifically identify this Agreement and shall not be cancelled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the AGENCY.

- A) Comprehensive general liability insurance covering bodily and personal injury and property damage. Limits shall be in an amount of not less than two million (\$2,000,000) dollars per occurrence. Such insurance policies shall name the AGENCY, its officers, agents and employees, individually and collectively, as additionally insured. Such coverage for additional insured shall apply as primary insurance and any other insurance or self-insured retention maintained by the AGENCY, its officers, agents and employees shall be excess only and not contributing with insurance provided under said policy.
- B) Comprehensive automobile liability, owned, non-owned and hired vehicles with not less than one million (\$1,000,000) dollars combined single limit, per occurrence for property damage and for bodily injury or death of persons. Such insurance shall include the same additional-insured and cancellation notice provisions as specified above and may be combined with the comprehensive general liability coverage required above.
- C) Throughout the period of the Agreement, COMPANY, at its sole cost, shall maintain in full force and effect a policy of worker's compensation insurance covering all of its employees as required by the labor code of the State of California.

ARTICLE XII – SECURITY PROVISIONS

12.1 Security Provisions: AGENCY agrees to follow all defined security requirements including but not limited to:

- A) All AGENCY employees who are provided access to services provided by COMPANY must complete a background check and must complete annual security awareness trainings.



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- B) All AGENCY employees must sign security agreement documents subject to the source state of the information being obtained by DMV entities.
- C) AGENCY must inform COMPANY within 24 hours of an AGENCY employee with access to COMPANY services leaving their role.
- D) AGENCY must inform COMPANY of any breach of information within 24 hours, so the appropriate government agencies can be notified of the breach.
- E) AGENCY understands and agrees that security requirements may change and be updated to reflect the most current security requirements of the government agencies we work with to obtain vehicle registered information.
- F) AGENCY understands that evidence of the security requirements may be requested to comply with COMPANY audit requirements of the governmental agencies we work with.
- G) AGENCY understands and agrees that access to confidential registered owner information may be immediately restricted or terminated if any of the mandatory provisions above are found to be violated or abused.

ARTICLE XIII – ENTIRE AGREEMENT

13.1 **Integrated Agreement:** This contract is intended by the parties as a final expression of their Agreement and also as a complete and exclusive statement of the terms thereof, any prior oral or written Agreement regarding the same subject matter notwithstanding. This Agreement may not be modified or terminated orally and no modification or any claim or waiver of any of the provisions shall be effective unless in writing and signed by both parties.

13.2 **Law Applicable:** This Agreement shall be construed in accordance with the Laws of the State of California.

13.3 **Notice to Parties:** Any notice required under this Agreement to be given to either party may be given by depositing in the United States mail, postage prepaid, first-class, addressed to the following:



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AS TO THE AGENCY:

City of Isleton
PO Box 716
Isleton, California 95641

AS TO THE COMPANY:

Data Ticket, Inc.
A California Corporation
2603 Main Street, Suite 300
Irvine, California 92614

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement as of the day and year last written below.

AGENCY:

COMPANY:

CITY OF ISLETON

DATA TICKET, INC.

Signature

Signature

Print Name and Title

Print Name and Title

Date

Date



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EXHIBIT A - PROPOSAL FOR THE CITY OF ISLETON

Manual Parking Citation Processing: \$0.65

Services for the above-mentioned items include:

- On-site data entry of manually written citations performed within 48 hours of receipt
- On-site quality assurance verification of manually entered citations
- Scanning of all manually written citations onto our network for storage and ease of retrieval
- Bi-monthly shredding of manually written citations

Electronic Parking Citation Processing: \$0.50

Services for the above-mentioned items include:

- Automated citation transmission into Data Ticket's Citation Management Solution 24/7
- Automated confirmation email detailing successfully transmitted citations
- Automated transmission of photos attached to citations

Courtesy Notice: \$0.70

Services for the above-mentioned item include:

- Semi-custom Courtesy Notice that is printed on an 8 ½ x 11" piece of paper and provided in a window envelope sent to the registered owner of a vehicle
- All notices are attached to the citation online and are viewable via the web
- All notices sent via 1st Class Mail
- All notices include a return envelope in which the responsible party may submit payment
- This cost will increase as the US Postal Service increases the 1st Class postage rate
- This charge is only incurred if the individual does not pay off the windshield and a notice is sent to the individual.

Out-of-State Collections: 24% of revenue collected

- This fee will cover all expenses associated with obtaining out-of-state registered owner information and will be due when a citation is paid
- Data Ticket is a recognized Strategic Partner with NLETs; should the Agency have an assigned ORI, Data Ticket will request usage of the ORI for reference/audit purposes only. Data Ticket utilizes its own ORI for transactional purposes
- This fee is not combined with any other contingency fee. For example, if a citation is rolled to a delinquent status, only 24% of revenue collected will be charged
- If Data Ticket does not collect on a citation that is issued to an out of state plate, the Agency does not owe this fee.



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EXHIBIT A - PROPOSAL FOR THE CITY OF ISLETON

Delinquent Collections: **24% of revenue collected**

- This fee will be assessed when a citation is ninety (90) days past the citation issue date, or when a second (2nd) notice is sent if sooner than ninety (90) days, assuming a first notice has been sent to the registered owner and the citation is not on hold for any reason
- In addition to the Courtesy Notice, three Delinquent Notices will be sent to the registered owner
- All notices are sent via First Class mail and all notices are printed on an 8 ½ x 11" sheet of paper and folded into a window envelope; in addition, a window envelope is provided for the recipient to return payment
- All notices are attached to the citation online and are viewable via the web
- If Data Ticket does not collect on a citation that is delinquent, the Agency does not owe this fee
- Notices will be sent via 1st Class Mail, and Data Ticket will be responsible for the cost incurred

Franchise Tax Board Processing

SSN Look-up **\$2.50 per SSN**

- This fee will be assessed to lookup a social security number associated with a particular registered owner and address
- This charge is charged per unique SSN, not per citation

FTB Collections **15% of revenue collected**

- This fee is charged if a citation is paid at the Franchise Tax Board
- This charge is not combined with any other charge; for example, if a citation is rolled to delinquent status and paid at FTB, only the 15% of revenue collected will be charged
- Data Ticket will send an FTB Notice to the Patron as required by the Interagency Intercept Program; this notice will be sent via 1st Class Mail
- All notices are attached to the citation online and are viewable via the web
- Data Ticket will pay for the Agency's cost to participate in the FTB program; annually, FTB will send an invoice to the Agency for the number of debts placed at FTB; the Agency will simply provide this invoice to Data Ticket and Data Ticket will pay it in full
- If Data Ticket does not collect on a citation that is at FTB, the Agency does not owe the collection fee
- Data Ticket will send an FTB Notice to the Patron as required by the Interagency Intercept Program; this notice will be sent via 1st Class Mail



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EXHIBIT A - PROPOSAL FOR THE CITY OF ISLETON

Adjudication:

1st Level Review Hold & Scanning of Review Request **\$0.50 per citation**

- Data Ticket will review all documentation received by the Appellant and determine whether the request received within the required timeframe
- If the request was received within the required timeframe, Data Ticket's Adjudication Department will place the citation on an Administrative Review Request Hold and scan all received documentation into the Citation Management Solution so it is displayed on the web for the Agency's Staff
- If the request is received outside the required timeframe, the Agency will have the option to proceed as though the request was received within the timeframe or it may elect to have Data Ticket send a "time expired letter" rejecting the appeal

1st Level Review Disposition Letters **\$.75 per letter**

- Data Ticket will send a custom disposition letter to the Appellant via 1st Class Mail
- All letters are attached to the citation online and are viewable via the web
- Disposition letters will be sent Monday - Friday

2nd Level Hearing Hold, Scanning and Scheduling of Hearing **\$0.50 per citation**

- Data Ticket will review all documentation received by the Appellant and determine whether the request received within the required timeframe
- If the request was received within the required timeframe, Data Ticket's Adjudication Department will place the citation on an Administrative Hearing Request Hold and scan all received documentation into the Solution so that it is displayed on the web for the Agency's Staff and the Hearing Officer
- If the request is received outside the required timeframe, the Agency will have the option to proceed as though the request was received within the timeframe or it may elect to have Data Ticket send a "time expired letter" rejecting the appeal
- Data Ticket will work with the designated Hearing Officer to schedule the Hearing based on either a pre-determined schedule or an ad hoc basis, depending on the Agency's schedule

2nd Level Hearing Disposition **\$85.00 per hour**

- Data Ticket's independent, certified, insured hearing officers will be provided to the to perform in-person, phone and written hearings
- Each hearing request will be reviewed, heard or read, and all required research will be performed
- The Hearing Officer will enter a judgment into the Citation Processing System for viewing by the Agency, Appellant and Data Ticket
- Hearings will be scheduled
- The Agency will incur costs associated with mileage as defined by Federal guidelines
- Data Ticket will work with the Agency to arrange for the use of a conference room at a Agency location or the Agency may elect to have citations heard at a centralized location within the County

2nd Level Hearing Schedule & Disposition Letters **\$0.75 per letter**

- Data Ticket will send a custom disposition letter to the Appellant via 1st Class Mail
- All letters are attached to the citation online and are viewable via the web
- Disposition letters will be sent Monday – Friday



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EXHIBIT A - PROPOSAL FOR THE CITY OF ISLETON

With many of our Agencies focused on the implementation of AB 503, a significant concern is the impact it may have on Agency's Staff's time and responsibilities. Given this, we have offered to accept and review all payment plan requests for persons claiming indigency. This process includes the acceptance of documentation via the web and US Mail, the review of this documentation and the scanning of all the documentation and attachment to the citation to which it applies. Based on each Agency's unique business rules, Data Ticket will either accept or deny each request and then proceed to setup the payment plan or issue a letter of denial with a reason for the denial. The costs for these services are provided below:

- **Acceptance and Scanning of Indigent Payment Plan Requests (Approval/Denial by Data Ticket) \$5.00 per request**

OR

- **Accepting and Scanning of Indigent Payment Plan Requests (Approval/Denial by City) \$2.00 per request**

AND

- **Indigent Payment Plan/Denial Letters \$0.85 per letter**

Additional Correspondence \$0.85 per letter

- Printing & Sending daily
- Electronic attachment to the citation
- Windowed #10 envelope and return #9 envelope

Joint / Escrow Banking Services \$100.00 per month

Services for the above-mentioned item include:

- Daily deposits of funds to the Agency's escrow account
- Online, real-time reconciliation reports that tie directly to the bank statement
- Processing of all credit card charge-backs and Insufficient Funds
- Month-end reconciliation of all funds collected
- Disbursement of County / State Surcharges at month-end
- Payment of Data Ticket's invoice
- Disbursement of the net remittance to the Agency
- Scanning of all payments directly to joint bank account daily using remote check deposit
- The Agency will be responsible for the purchase of banking supplies, including checks and endorsement stamps; these fees typically run \$200.00 per year

Charge-backs and NSF's \$3.00 per issued instance

- Data Ticket will process credit card charge-backs and NSFs when notified of each occurrence
- Once processed, Data Ticket will send a custom letter to the individual detailing the returned item and the amount due on the citation



2603 Main Street, Suite 300
Irvine, CA 92614
949 428-7241 - Phone
ClientServices@DataTicket.com

EXHIBIT A - PROPOSAL FOR THE CITY OF ISLETON

Refunds

\$3.00 per issued instance

- Data Ticket will process refunds when notified of each need
- In the event the Agency utilizes Joint Banking Data Ticket will verify, generate and send each refund due
- Refunds will be issued weekly
- Refunds will be sent via 1st Class Mail

Monthly Minimum

\$200.00

- A minimum fee of \$200.00 will be charged on a monthly basis if services do not reach this level (not inclusive of the Joint/Escrow Banking Services fee)



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**PROPOSAL FOR THE CITY OF ISLETON - SERVICES INCLUDED AT NO
ADDITIONAL COST**

Online Access for the Agency's Patrons: **Included**
The Agency's Patrons will have the ability to perform the following functions online:

- View real-time citation(s) data
- Pay for a single or many citation(s)
- Request a 1st Level Administrative Review and attach up to three documents supporting their position
- Request a 2nd Level Administrative Hearing Request and attach up to three documents supporting their position
- Print a receipt
- View pictures of the citation taken by the issuing officer (if the Agency allows)

Online Access for the Agency's Staff: **Included**
Access to the Agency's data is based on unique usernames and passwords assigned to each individual who requires access to the system. Data Ticket does not limit the number of individuals who have access to the system and the number and types of access can change at any point with a simple email request to Data Ticket.

Our Solution is setup to maintain a complete audit trail for each and every transaction in the system so that the username is displayed next to every transaction in the system, indicating who performed the transaction and when.

Dependent on the access rights provided to each Agency Staff member, the following capabilities are available:

- View real-time citation(s) data, including pictures taken by the Issuing Officer
- Accept payment via VISA, MasterCard, Discover and American Express credit/debit cards
- Accept payment via Cash, Check or Money Order
- Process NSF's and Refunds
- Reduce or increase violation amounts, dismiss citations, void citations and place a citation on hold
- Change citation data, including violations, date, time, plate, location, comments, make, model, color, registration expiration date and others
- Perform Administrative Reviews online by entering the disposition directly online
- Generate a time expired or letter of non responsibility for a citation in the adjudication process
- View the complete reason for the Review Request and supporting documentation provided by the Appellant directly online
- Edit Appellant information
- Upload disposition documents sent to the Agency via US Mail
- Add a note to a citation and see all comments added to the citation
- View the reason for the 2nd Level Administrative Hearing Request online and view the supporting documentation provided by the Appellant, directly online
- Print a receipt with or without registered owner information



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ClientServices@DataTicket.com

**PROPOSAL FOR THE CITY OF ISLETON - SERVICES INCLUDED AT NO
ADDITIONAL COST**

Reporting: Included

- Data Ticket offers 36 reports online as well as a Customized reporting application for our Clients to generate, print and re-print 24/7. We provide real-time reports that can be generated for any timeframe required and we provide pre-processed/month-end reports that reflect the month-end view of data.
- All reports are available online and because we do not purge data unless specifically requested to do so by a Client, the data is available as long as the Agency is a Client.
- All reports are generated in HTML so our Clients can copy and paste the data into Excel for data manipulation purposes.
- If the Agency were to request a report that was not already available, Data Ticket would work with the Agency to design the report and provide it to the Agency at no cost.

Manual Payment Processing: Included

- Manually received payments (checks, cash, money orders and credit card payments sent via US Mail) are received at our PO Box in Newport Beach where a bonded and insured courier picks up the mail daily and delivers it to our Newport Beach office
- On-site Mail Department opens, sorts and batches the payments before providing them to our on-site Data Entry Department
- After double-blind entry of each payment, the citations are updated by our Quality Assurance team
- Payments are then provided to our Accounting Department where daily deposit slips are completed and provided to a bonded, insured courier who takes them to the bank

Registered Owner Information: Included

- Registered owner information for all citations issued on California license plates
- Turnaround time for acquisition of California registered owner information is same day
- Registered owner information for all citations issued on out of state license plates
- Data Ticket is a recognized Strategic Partner with NLETs and has access to registered owner information nationwide through the NLETs service
- Access to this system requires the use of the County's ORI for tracking purposes only; Data Ticket will utilize its own ORI for actually acquiring the out of state data
- Turnaround time for acquisition of out of state registered owner information using NLETs is same day

CA DMV Holds and Releases: Included

- California DMV Holds and Release performed daily via an online connection
- Holds and releases can also be performed real-time, upon request
- Citation amounts placed on hold are updated daily in the event a partial payment is made



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ClientServices@DataTicket.com

**PROPOSAL FOR THE CITY OF ISLETON - SERVICES INCLUDED AT NO
ADDITIONAL COST**

Customer Service: Included

- Data Ticket provides a live, bi-lingual, on-site Customer Service Department that is fully trained to answer questions related to citation issuance, payment, adjudication, fix-it tickets, sign-offs, FTB, advanced credit reporting collections and more
- All calls are recorded to quality assurance and recordings can be sent to the Agency at any time for review.
- Data Ticket's IVR is bi-lingual and accessible via several toll-free numbers; the IVR provides real-time information to the caller regarding current status, including the amount due
- The IVR accepts VISA, MasterCard, Discover, and American Express

Web Presence: Included

- Data Ticket's Solution is 100% web-based and Section 508 Compliant and is provided at: www.CitationProcessingCenter.com; this is a generic website in the sense that it is not Agency branded. This website allows for the Agency and the Agency's Patrons to access citations online
- If the Agency prefers to have an Agency branded website, one in which the look and feel mimics that of the Agency's website, Data Ticket can and will provide this feature to the Agency.

Conversion: Included

- Data Ticket will convert the citations currently with the Agency's existing vendor at no cost to the Agency
- Citations that have not had a payment and do not have a registered owner will immediately be sent to the appropriate DMV so as to obtain a registered owner



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PROPOSAL FOR THE COUNTY OF ISLETON – FEES ASSESSED TO THE PATRON

Credit / Debit Card Processing **\$3.50 per transaction**

- Data Ticket is PCI Compliant and provides for the ability to pay via Visa, MasterCard, Discover, and American Express on our website, www.CitationProcessingCenter.com, via our toll-free, bi-lingual Customer Service Representatives, and via our toll-free, bi-lingual IVR Solution
- There is no charge to the Agency for credit / debit card processing; however, the Patron is charged \$3.50 per transaction; this means the Patron can pay for a single or many citations at once and incur a single \$3.50 fee

Payment Plan Processing **\$15.00 per transaction**

- An administrative fee will be assessed to Patrons who wish to participate in a payment plan
- This fee will cover the cost of the payment plan initiation, and the cost of a confirmation letter that is sent to the Patron confirming the details of the payment plan
- The Agency will have the ability to determine whether Payment Plans are accepted and, if so, what the parameters for payment will be

Credit Card Chargeback Processing **\$30.00 per transaction**

- If a chargeback occurs, a fee will be charged to the Patron for the processing of the chargeback
- No fee will be charged to the Agency

RESOLUTION NO. 005-21**RESOLUTION 005-21 CITY COUNCIL OF THE CITY OF ISLETON APPROVING ISLETON VEHICLE TRAFFIC BAIL SCHEDULE FOR THE PARKING ENFORCEMENT PROGRAM**

WHEREAS, California Vehicle Code Section 40200 et seq. authorizes cities to impose and collect civil fines and penalties for violations of any regulation pertaining to the stopping, standing or parking of a vehicle, and related charges, as specified in the California Vehicle Code, any federal statute or regulation, or any local ordinance; and

WHEREAS, Section 40203.5 of the California Vehicle Code authorizes the Cities of California to establish parking penalties for parking violations; and

WHEREAS, the Isleton Municipal Code, Chapter 1.10, Administrative Citations, establishes the citation proceedings and fines for any provision of the Isleton Municipal Code.

WHEREAS, the Isleton Municipal Code, Chapter 7, establishes regulations for vehicular and pedestrian traffic.

WHEREAS, the City Council of the City of Isleton has established a schedule of penalties for parking violations and related charges committed within the boundaries of the City of Isleton

WHEREAS, applicable State Law, including but not limited to California Vehicle Code Section 40200.3, permits the City to also recover administrative fees, process service fees, collection costs related to civil debt collection, late payment and other related charges pertaining to parking violations and related charges, and provides procedures governing the above; and

WHEREAS, the City Council desires to recover all of its costs of pursuing non-paying penalty violations, and to recover its administrative fees, process service fees, collection costs related to civil debt collection, and associated costs,

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF ISLETON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The Schedule of Penalties for Parking Violations and Related Charges are set forth on Attachment "A" City of Isleton Vehicle Traffic Bail Schedule.

Section 2. All other previous resolutions establishing the Schedule of Penalties for Parking Violations and Related Charges committed within the boundaries of the City of Isleton are hereby superseded by this Resolution 005-21 upon its date of adoption.

Section 3. The City shall adjust its schedule for penalties for parking violations and related charges every 24 months subsequent to the adoption of this resolution. The Finance Department of the City of Isleton shall adjust the penalties by applying the change in the Consumer Price Index for the Sacramento County Bail Schedule.

In addition to those penalties set forth in the City's Schedule of Penalties, the City Council hereby adopts and adds the following provision to its Schedule of Penalties:

“Should it become necessary or desirable for the City to seek collection of any penalty for a parking violation or related charge and/or a late payment penalty by referral to the California Department of Motor Vehicles, the California State Franchise Board or through a processing agency, collection agency, attorney or other collection service, the person not paying shall, in addition to the amounts owing for the penalty for a parking violation or related charge and any late payment penalties, be liable for the penalized further in the amount of the total actual out of pocket administrative costs, civil service of process costs, attorney’s fees, and other direct costs incurred by the City to collect said delinquent penalties. This additional amount shall reimburse the City for collection costs related to civil debt collection.”

Section 4. The City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered in the Book of Resolutions of the City of Isleton; and shall make a record of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same was passed adopted

Section 5. This Resolution shall take effect immediately upon its adoption by the City Council

Section 6. If any section, sub-section, sentence, clause, phrase or portion of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Resolution. The City Council hereby declares that it would have adopted the Resolution and each section, sub-section, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, sub-sections, sentences, clauses, phrases or portions to be declared invalid or unconstitutional.

The foregoing Resolution 005-21 was introduced at a regular meeting of the City Council of the City of Isleton duly held on the 09 day of March, 2021, and was approved and enacted at a duly held regular meeting of the City Council held on 09 day of March, 2021 by the following roll call vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

Mayor, Eric Pene

ATTEST:

APPROVED AS TO FORM:

Deputy City Clerk, Yvonne Zepeda

//s//
City Attorney



CITY OF ISLETON
 101 2ND Street / P.O. Box 716
 Isleton, CA 95641-0716
 Tel: 916-777-7770 Fax: 916-777-7771

BAIL SCHEDULE REPORT
 March 2021

Legal Code	Key Code	Violation Description	Amount	Eff. Date	Notice	1 st Penalty	2 nd Penalty
10.24.070(c)	1024070c	Wrong Way Parking	\$57.50	01/01/10	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
26710	26710	Defective Windshield	\$35.00	01/17/11	+ 6 days	N + 15 days + \$35.00	N + 44 days + \$8.00
CVC 21113 (a)	2113a	Non Designated Parking	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 21461 (a)	21461a	Obedience to Off. Traffic Control Device	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22500 (b)	22500b	Crosswalk	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22500 (c)	22500c	Block Driveway	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22500 (f)	22500f	Sidewalk	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22500 (h)	22500h	Double Parked	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22500 (i)	22500i	Bus Zone	\$367.50	01/17/11	+ 6 days	N + 15 days + \$367.50	N + 44 days + \$8.00
CVC 22500 (1)	225001	Block Sidewalk Wheelchair Access	\$107.50	12/01/14	+ 6 days	N + 15 days + \$107.50	N + 44 days + \$8.00
CVC 22500.1	225001	Fire Lane	\$107.50	01/17/11	+ 6 days	N + 15 days + \$107.50	N + 44 days + \$8.00
CVC 22502 (a)	22502a	18 Inches from Curb	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22502 (b) (2)	22502b2	Wrong Side of Street	\$57.50	01/01/17	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22505 (a) (1)	22505a1	Stopping Prohibited	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22505 (b)	22505b	State Highway Parking Restricted	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22507.8 (a)	225078a	Disabled Space Parked in Stall Space	\$407.50	01/17/11	+ 6 days	N + 15 days + \$407.50	N + 44 days + \$8.00
CVC 22507.8 (b)	225078b	Disabled Space Parked Blocking Space	\$407.50	01/17/11	+ 6 days	N + 15 days + \$407.50	N + 44 days + \$8.00
CVC22507.8 (c1)	225078c1	Disabled Space Parked Over Space Line	\$407.50	01/17/11	+ 6 days	N + 15 days + \$407.50	N + 44 days + \$8.00
CVC 22507.8 (c2)	225078c2	Disabled Space Parked in Crosshatch Line	\$407.50	01/17/11	+ 6 days	N + 15 days + \$407.50	N + 44 days + \$8.00
CVC 22514	22514	Fire Hydrant	\$107.50	01/17/11	+ 6 days	N + 15 days + \$107.50	N + 44 days + \$8.00
CVC 22520	22520	Stopping on Freeway	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 22523 (a)	22523a	Abandoned Vehicle-Highway	\$107.50	01/17/11	+ 6 days	N + 15 days + \$107.50	N + 44 days + \$8.00
CVC 4000 (a)	4000a	Expired Registration	\$115.50	01/17/11	+ 6 days	N + 15 days + \$115.50	N + 44 days + \$8.00
CVC 40226	40226	Disabled Placard Not Properly Displayed	\$25.00	01/17/11	+ 6 days	N + 15 days + \$25.00	N + 44 days + \$8.00
CVC 4152.5	41525	Expired Foreign Registration	\$115.50	01/17/11	+ 6 days	N + 15 days + \$115.50	N + 44 days + \$8.00
CVC 4462 (b)	4462B	Evidence of Registration	\$115.50	01/17/11	+ 6 days	N + 15 days + \$115.50	N + 44 days + \$8.00
CVC 5200	5200	Display of Plate	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
CVC 5201 (c)	5200c	No Cover Permitted on Plate	\$115.50	01/17/11	+ 6 days	N + 15 days + \$115.50	N + 44 days + \$8.00
CVC 5204 (a)	5204a	Current Tabs	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.010 (1)	10240101	Curb Marking – Red	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.030 (b)	1024030b	Prohibited Stop-Standing	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.060 (a)	1024060a	Prohibited Parking in Alleys-Parkways	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.070 (a)	1024070a	Vehicle Parked for Sale	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.070 (b)	1024070b	72 Storing Hours or more – Parking	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.070 (h)	1024070h	Unauth-Comm1	\$107.50	01/17/11	+ 6 days	N + 15 days + \$107.50	N + 44 days + \$8.00
SCO 10.24.070 (i)	1024070i	Unauth-R.V.	\$107.50	01/17/11	+ 6 days	N + 15 days + \$107.50	N + 44 days + \$8.00



CITY OF ISLETON
101 2ND Street / P.O. Box 716
Isleton, CA 95641-0716
Tel: 916-777-7770 Fax: 916-777-7771

BAIL SCHEDULE REPORT
March 2021

Legal Code	Key Code	Violation Description	Amount	Eff. Date	Notice	1 st Penalty	2 nd Penalty
SCO 10.24.070 (j)	1024070j	Detached Trailer	\$107.50	01/17/11	+ 6 days	N + 15 days + \$107.50	N + 44 days + \$8.00
SCO 10.24.100 (b)	1024100b	Limited-Time Parking Signs	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.140	1024140	Angle Parking	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.170 (b)	1024170b	Limited-Time Park County Property	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.175	1024175	Violation to Signs	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 10.24.180	1024180	Parking on Private Prop/Violation of Signs	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 11.09.175	1009175	Unauthorized Pick Up Area	\$100.00	07/01/17	+ 6 days	N + 15 days + \$100.00	N + 44 days + \$8.00
SCO 9.36.048 (b)	936048	Park Signage Restrictions (posted)	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00
SCO 9.36.065 (e)	936065e	Parking within closed Park	\$57.50	01/17/11	+ 6 days	N + 15 days + \$57.50	N + 44 days + \$8.00

Department of Finance
Ben Lamera
Director



Auditor-Controller Division
Joyce Renison
Assistant Auditor-Controller

County of Sacramento

Inter-Departmental Memorandum

December 14, 2020

Romi Balbini
Director of Public Works
City of Isleton
P.O. Box 716
Isleton, CA 95641-0716

Subject: **NOTICE OF AVAILABLE FUNDS--VEHICLE THEFT PROGRAM (SB 2139)
AS OF NOVEMBER 30, 2020**

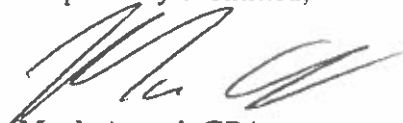
Dear Mr. Balbini:

This statement shows funds received from the State Department of Motor Vehicles and deposited into the Law Enforcement Trust Fund 073A, Fund Center 0739280, for your agency's use. Eligible expenditures may be reimbursed from this available money. Please limit your reimbursement request to the amount of available money shown on this statement. Reimbursement requests should be sent to Xue Xiong via e-mail at XiongXu@saccounty.net.

If you have any questions about available funds, please contact Olga Bachylo of the Department of Finance, Auditor-Controller's Division at 874-7573 or BachyloO@SacCounty.net.

If you have any questions regarding reimbursement requests, please contact Xue Xiong at 874-5895 or at her e-mail address above.

Respectfully submitted,


Mark Aspesi, CPA
Chief of Financial Reporting & Control

FUNDS AVAILABLE, 08/31/2020	\$11,140.22
PAYMENT, NONE	(0.00)
INTEREST EARNED AND ADJ. POSTED	3.00
RECEIVED FROM DEPARTMENT OF MOTOR VEHICLES, FOR JUL-SEP, 2020 FEES	<u>276.78</u>
TOTAL FUNDS AVAILABLE, 11/30/2020	<u>\$11,420.00</u>

City of Isleton

City Council Staff Report

DATE: March 9th, 2021

ITEM#: 7.A

CATEGORY: New Business

DELTA CONVEYANCE PROJECT BENEFITS PROGRAM

SUMMARY:

This staff report is intended as informational update on the Delta Conveyance project previously. The California Department of Water Resources (DWR) recently reached out to Mayor Pene requesting an interview to gather local input for a benefits program to supplement the project.

This item is being presented by staff for general discussion purposes. Included below is a brief over view of where the Delta Conveyance Project currently stands as well as DWR's stated intent of the benefits program.

DISCUSSION:

In July of 2020 DWR announced it was initiating a new Environmental Impact Report (EIR) detailing the impacts of several conveyance options (including 2 tunnels, 1 tunnel, and no tunnel). The DWR estimates a public copy of the EIR will be made available in mid-2022. As an addendum to the EIR, a benefits program framework will be included from which a concrete benefits program will be developed.

According to the DWR's website, the benefits program is intended to "demonstrate goodwill and a concern regarding potential adverse effects that communities may endure through construction of major capital construction works. This type of program attempts to provide greater flexibility in addressing these potential effects than what is afforded in existing regulatory processes"

This will potentially include:

1. Creating a fund to identify and implement projects to protect and preserve the unique cultural, recreational, agricultural, natural resource and economic values of the Delta.
2. Identifying economic development opportunities for the Delta community, including education and training, jobs and local business utilization commitments.
3. Integrating benefits into Delta Conveyance Project implementation, including potential multipurpose projects related to logistics and infrastructure (e.g. roads, utilities, emergency services) and ensuring input on site specific development (e.g. architecture and landscaping)"

(DWR, Online, January 6th, 2021, <<https://water.ca.gov/News/Blog/2021/January/Introduction-to-Community-Benefits-Program-Development>>)

See attached report from the DWR for more detail on the potential benefits program.

FISCAL IMPACT

There is no fiscal impact associated with this action


RECOMMENDATION:

Staff recommends City Council to discuss and provide direction.

ATTACHMENT

1. "Developing the Delta Conveyance Project Community Benefits Program", Draft report from the DWR, January 2021.

Prepared by James Gates, Assistant Planner
Reviewed by Charles Bergson, City Manager
Submitted by Yvonne Zepeda, Deputy City Clerk



DEVELOPING THE DELTA CONVEYANCE PROJECT COMMUNITY BENEFITS PROGRAM

DRAFT JANUARY 2021

What is a Community Benefits Program? A Community Benefits Program is a defined set of commitments made by project proponents and created in coordination with the local community. These commitments are made separate from, and in addition to, permit conditions or environmental mitigation. These commitments can include a wide range of benefits; including jobs training programs and local hiring targets to funding for parks and other recreational facilities. Their purpose goes beyond traditional concepts of “mitigation” and is to demonstrate goodwill and a concern regarding adverse effects the communities endure through construction of major capital construction works and to provide greater flexibility in addressing these effects than what is afforded in existing regulatory processes.

Why would the Delta Conveyance Project pursue a Community Benefits Program? Large infrastructure projects such as the proposed Delta Conveyance Project inevitably create effects to the communities and the local environment in which they are built. Some of these effects are beneficial as, not only will this construction project provide significant increases in economic activity in the Delta, the project may have ancillary benefits in terms of training, infrastructure and possibly multipurpose facilities that can serve the community for years to come. The Department of Water Resources (DWR) recognizes, however, that the construction and operation of the Delta Conveyance Project may also adversely affect the Delta’s unique values and envisions a comprehensive Community Benefits Program as a way to work collaboratively with Delta communities to identify and build in additional aspects of the project that can provide lasting benefits to the Delta. In addition, a Community Benefits Program would provide opportunities for Delta communities to articulate ways the Delta Conveyance Project can address project conflicts with any local Delta uses that adversely affect the unique cultural, recreational, natural resource, and agricultural values of the Delta as an evolving place (*Delta as Place*). It is intended that the development and implementation of the Community Benefits Program will assist in supporting DWR’s certification of consistency with Delta Plan policy DP P2 *Respect Local Land Use When Siting Water or Flood Facilities or Restoring Habitats and with the state’s coequal goals for the Delta*.

What would the Community Benefits Program’s objectives be? The creation of a Community Benefits Program for the Delta Conveyance Project would seek to do three things: 1) Provide a mechanism for the Delta community to identify opportunities for local benefits; 2) Provide a mechanism for the project proponents to demonstrate good faith, transparency and accountability to the community through formal commitments developed with stakeholder input; and 3) ensure the project is consistent with Delta Plan policy DP P2 and, ultimately, the state’s coequal goals for the Delta.

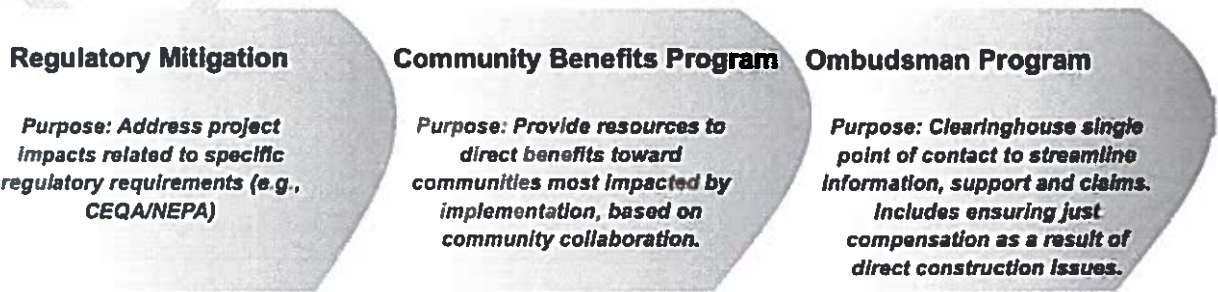
What would Delta communities have to gain from participating in development of the program? A comprehensive Community Benefits Program provides local stakeholders with a leadership role and voice in generating and prioritizing ideas that can provide benefits from the Delta Conveyance Project, and with respect to the anticipated fund, a leadership role in bringing forward and implementing certain actions to contribute to the Delta community. The economic development opportunities are significant; and will benefit from local insight in the coordinated development of a Community Benefits Program.

What types of benefits could be included in a Community Benefits Program? While the details of a Community Benefits Program would be created through community engagement, there are two components DWR will be discussing with Delta stakeholders at the outset:

- **Conceptual Project-Implementation Commitments**
 - Jobs, training and labor: Commitments about hiring practices for the local community; training programs for the local job force; and worker retention
 - Business, economy: Commitments to prioritize local business and economic development, e.g. ports, service companies, local manufacturing or product supply, office space, housing, and food service, childcare, agricultural tourism
 - Construction partnerships: Identify opportunities to partner with existing local public organizations to provide shared benefits, e.g. emergency services, electric bus service, sustainability targets, etc.
 - Multipurpose Facilities: Commitments to create multipurpose project facilities or repurpose and leave-behind certain project features for the community, e.g. electric busses, cellular/broadband service; sidewalks, bike lanes, roads; on-site recreational space; facilities for community services; banking/lending; public safety infrastructure

- **Delta as Place Fund**
 - Commitment to create a Delta as Place Fund with a community-driven framework for fund management that empowers local residents, leaders and other stakeholders to implement projects pursued independent of the Delta Conveyance Project by the community that contribute to *Delta as Place*.
 - Focus the fund on those projects that can help to protect, enhance, and sustain the unique cultural, historical, recreational, agricultural, and economic values of the Delta as an evolving place, in a manner consistent with the coequal goals. (Wat. Code, § 85301)

Note: The Community Benefits Program is one of three distinct, but complementary processes intended to address effects within the community. The other two processes are 1) Regulatory Mitigation: to address project impacts related to specific regulatory requirements (e.g. CEQA/NEPA); and 2) an Ombudsman Program: to provide a clearinghouse and single point of contact to streamline information, support and claims and ensure just compensation as a result of direct construction-related issues.



How would a Community Benefits Program be developed? The process for developing a Community Benefits Program is as important as the ultimate commitments and resulting benefits. Local communities are best equipped to tailor benefits to their particular needs. A collaborative approach to develop the Community Benefits Program provides a safeguard to ensure that the local Delta community shares in the development and application of benefits. DWR anticipates a three-phase process to develop the Community Benefits Program.

1. Phase 1: Information Sharing and Gathering

Conduct community interviews to gather initial input.

- a. Timeframe: January and February 2021
- b. Product: Revised Concept Paper, guiding principles, interview summaries

2. Phase 2: Community Benefits Framework

Public workshops to develop draft Community Benefits Framework, including program goals, benefit categories, objectives, project types and community engagement process. Address metrics for Environmental Justice, ensuring diverse participation.

- a. Timeframe:
 - i. By mid 2021
 1. Product: Preliminary Draft Framework (focused on goals, benefit categories, objectives and project types)
 - ii. By end of 2021
 1. Product: Final Draft Framework, to be included as Appendix to Draft EIR (adding in text for the community engagement process)

3. Phase 3: Community Benefits Program

Utilize the “framework” described by Phase 2 to develop detailed implementation components of the Community Benefits Program.

- a. Timeframe: Ideally the Community Benefits Program would be finalized ahead of when DWR certifies consistency with the Delta Plan
- b. Product: Community Benefits Program [Mechanism for formalizing is TBD.]
- c. Process: To be determined based on results of Phase 2. Recommend the creation of a new DCA committee (Community Benefits Committee) to be the primary vehicle to develop the Community Benefits Program.*

*Focused on elements related to design and construction components of the Delta Conveyance Project. If there are any proposals that are unrelated to design and construction of the DCP, those elements would be addressed through a separate method.

City of Isleton

City Council Staff Report

DATE: March 9, 2021

ITEM#: 7.B

CATEGORY: New Business

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION (LAFCo) APPOINTMENT

SUMMARY

Isleton's City Council is being requested to appoint a local representative to the Sacramento Local Agency Formation Commission (LAFCo).

City Council requested at their February 23rd, 2021 meeting that staff find out if a Councilmember with only two years left in their City Council term can be appointed to the four-year commission seat. LAFCo informed us that a new member can be appointed mid-term if a two-year Councilmember is appointed now.

Staff is recommending that City Council designate one its members as LAFCo's Alternate Commissioner for the Alternative City Member seat.

DISCUSSION

The Sacramento LAFCo is responsible for reviewing and approving changes to local governments' jurisdictional boundaries including annexations and the creation or alteration of sphere of influences.

The seven-member Commission includes a rotating "Alternative City Member" seat which rotates among the cities of the County (City of Sacramento has its own permanent seat on the commission). Every seat has an appointed alternate which will take the place of the commissioner in their absence. Isleton is being requested to appoint a councilmember to the alternate position for the Alternative City Member seat.

The appointment will last for two years, until the December 31st, 2022. At that time the Isleton representative will take over the main commission and seat for a period of two years.

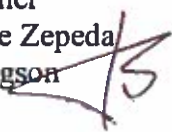
FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDATION

Staff recommends that the City Council appoint a representative to the Sacramento Local Agency Formation Commission.

Prepared by: James Gates, Assistant Planner
Submitted by: Deputy City Clerk, Yvonne Zepeda
Reviewed by: City Manager, Charles Bergson



City of Isleton

City Council
Staff Report

DATE: March 9, 2021

ITEM#: 7.C

CATEGORY: New Business

RESOLUTION 006-21 OF THE CITY COUNCIL OF CITY OF ISLETON IN SACRAMENTO COUNTY APPROVING THE APPLICATION FOR STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS FOR THE 6TH STREET WALKING AND BIKING TRAIL

SUMMARY

City Council to approve staff to submit an application for the State Parks and Recreation Development and Community Revitalization Grant Program for the 6th Street Biking and Walking Trail.

DISCUSSION

This project will provide a safe walking and biking trail for the residents. The 6th Street Biking and Walking Trail will be located on the south side right-of-way on 6th Street between Jackson Blvd. Ext. and H Street. The project will include .54 miles 6'W x 4'H decomposed granite walking and biking pathway, drinking water fountains, exercise fit stations, landscaping, benches, educational kiosks and separation barrier from the street. The City will have public meetings for the community to provide input on the design of the trail.

The State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing the application.

- A. Procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and
- Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
 - Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
 - Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
 - Delegates the authority to the City Manager to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
 - Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
 - Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

B. Environmental Findings

The project is located on existing facilities and is determined on an existing street set forth in Section 15301 of the State CEQA Guidelines.

The project which consists of removal of gravel and installation of a bike and pedestrian trail, irrigation for landscaping, and amenities including benches, fitness stations, kiosks, drinking fountains and trash receptacles, is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15304 of the State CEQA Guidelines because the project involves minor alterations to land.

FISCAL IMPACT

No match is required. The Grant by itself may fund the entire project.

RECOMMENDATION

1. Staff recommends City Council concur the Project exempt under categories 15301 existing facilities 15304 minor alterations to land of the State CEQA guidelines.
2. Staff recommends City Council to approve Resolution 006-21 to submit application for the Statewide Park Development and Community Revitalization Program for the 6th Street Walking & Biking Trail.

ATTACHMENTS

1. Resolution 006-21 Resolution of The City Council of City of Isleton in Sacramento County approving the application for Statewide Park Development and Community Revitalization Program Grant Funds for the 6th Street Walking and Biking Trail
2. Draft 6th Street Biking and Walking Trail Schematic

Prepared by: Diana O'Brien, Administrative
Reviewed by: Charles Bergson, City Manager
Submitted by: Yvonne Zepeda, Deputy City Clerk

RESOLUTION 006-21

RESOLUTION OF THE CITY COUNCIL OF CITY OF ISLETON IN SACRAMENTO COUNTY APPROVING THE APPLICATION FOR STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS FOR THE 6TH STREET WALKING AND BIKING TRAIL

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Isleton in Sacramento County hereby: **APPROVES THE FILING OF AN APPLICATION FOR THE 6th Street Biking and Walking Trail; AND**

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to the City Manager to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

Approved and adopted the 9TH day of **March, 2021**.

I, the undersigned, hereby certify that the foregoing Resolution Number 006-21 was duly adopted by the (Applicant's Governing Body) following a roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

MAYOR, Eric Pene

DEPUTY CITY CLERK, Yvonne Zepeda



CITY OF ISLETON
DRAFT 6TH STREET BIKING AND WALKING

CITY OF ISLETON, CA

Sacramento River



LEGEND

- TRAIL (.54 MILE X 6' W X 4" DEEP)
- DECOMPOSED GRANITE
- CONCRETE CURB (.54 MILES)
- STORM WATER DRAIN INLET
- EXISTING STORM WATER DRAINAGE PIPES
- ADA ACCESS
- FIT TRAIL EXERCISE STATION
- DRINKING WATER FOUNTAIN
- BENCH, EDUCATIONAL RISKS,
- TRASH RECEPTACLES AND BIKE RACK
- PUBLIC RESTROOMS

City of Isleton

City Council Staff Report

DATE: March 9th, 2021

ITEM#: 7.D

CATEGORY: New Business

HOUSING FUNDS—PERMANENT LOCAL HOUSING ALLOCATION (PLHA) AND REGIONAL EARLY ACTION PLANNING

SUMMARY:

Several planning grants funds intended to accelerate housing production are being made available to the City by the State and County. In order to accept these funds, City Council must direct the City Manager to enter into contract with their respective administrators.

Staff is recommending that City Council: Approve Resolution 007-21, accepting funds from the Permanent Local Housing Allocation (PLHA) through the County of Sacramento; and direct the City Manager to enter into a Memorandum of Understanding (MOU) to accept two portions of funds from the Regional Early Action Program (REAP) through the Sacramento Area Council of Governments (SACOG).

DISCUSSION:

The PLHA will allocate \$27,684 per year to the City over a 5-year period for a total of \$138,419. Attachment 2 provides a list of eligible activities for the allocation. Staff is not recommending a specific proposal at this time, merely asking for direction to accept the funds. Proposals to spend the funds will be brought back for approval by Planning Commission and City Council.

The REAP funds are being disbursed in two one-time spending portions: a 25% portion offering \$10,000 and 75% portion offering \$40,000.

City Council approved a proposal to use the first portion of funds on contingency for the 2021-2029 Housing Element Update at their November 24th, 2020 meeting

No specific proposal for the second portion is being recommended at this time, merely direction to accept the funds and enter into a MOU with SACOG. Proposals to spend the funds will be brought back for approval by Planning Commission and City Council.

FISCAL IMPACT

Fiscal impact associated with this action would include \$138,419 allocated to the City over the next 5-years through the PLHA and \$50,000 of one-time spending disbursed to the City through REAP.

RECOMMENDATION:


Staff recommends that City Council:

1. Adopt Resolution No. 007-21, agreement between the County of Sacramento and the Cities of Folsom, Isleton and Galt to participate in the Permanent Local Housing Allocation (PLHA) Funding Program and to designate Sacramento County as the Administering Local Government for the funds.
2. Direct the City Manager to enter into a Memorandum of Understanding with the Sacramento Area Council of Governments (SACOG) to allocate 25% (\$10,000) of planning grant funds from the Regional Early Action Plan (REAP) program.
3. Direct the City manager to enter into a Memorandum of Understanding with SACOG to allocate 75% (\$40,000) in planning grant funds from the REAP program.

ATTACHMENTS

1. Resolution 007-21, accepting PLHA funds from the County of Sacramento.
2. List of eligible PHLA activities.

Prepared by James Gates, Assistant Planner
Reviewed by Charles Bergson, City Manager
Submitted by Yvonne Zepeda, Deputy City Clerk



RESOLUTION NO. 007-21

AGREEMENT BETWEEN THE COUNTY OF SACRAMENTO AND THE CITIES OF FOLSOM, ISLETON AND GALT TO PARTICIPATE IN THE PERMANENT LOCAL HOUSING ALLOCATION (PLHA) FUNDING PROGRAM AND TO DESIGNATE SACRAMENTO COUNTY AS THE ADMINISTERING LOCAL GOVERNMENT FOR THE FUNDS

THIS AGREEMENT is made and entered into this day of March 2021, by and between the City of Folsom, a municipal corporation of the State of California; the City of Isleton, a municipal corporation of the State of California; the City of Galt, a municipal corporation of the State of California and Sacramento County, a political subdivision of the State of California; hereinafter called Sacramento County, jointly referred to as the Parties.

WHEREAS, the State of California Department of Housing and Community Development ("State") is authorized to provide up to \$195 million ~~dollars~~ to Cities and Counties for assistance under the SB 2 Permanent Local Housing Allocation Program ("PLHA Program") Entitlement Jurisdiction Component from the Building Homes and Jobs Trust Fund (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB2)));

WHEREAS, Sacramento County, the City of Folsom, City of Isleton, and City of Galt have completed the requisite application process as each desires to participate in the PLHA Program and receive their share of the formula allocation Program funds under this program;

WHEREAS, in order to obtain State approval of the PLHA application(s), the State requires the applying municipality to administer the receipt of formula allocation Program funds on behalf of the aforementioned cities and act as the Applicant to the State for the Funding;

WHEREAS, Sacramento County agrees to administer the receipt of formula allocation Program funds on behalf of the aforementioned cities and act as the Applicant to the State for the Funding;

NOW THEREFORE, in consideration of the mutual promises, recitals and other provisions hereof, the Parties agree as follows:

SECTION I GENERAL

- A. Responsible Officers.** The Planning Director of the Office of Planning and Environmental Review (PER) of Sacramento County hereinafter referred to as Sacramento County Planning Director is hereby authorized to administer funding and activities under the PLHA Program. The Community

Development Director of the City of Folsom, the City Manager of the City of Isleton, and the Community Development Director of the City of Galt are hereby authorized to act as the responsible officers for each city under the Program.

- B. Full Cooperation.** Parties agree to fully cooperate and undertake eligible programs or projects as defined in Section 301 of PLHA Program Guidelines.
- C. Threshold Requirements for Participation.** Parties understand and agree to comply with State's threshold requirements for participation in the formula allocation program as follows:
 - a. Housing Element compliance:** Each party must have a Housing Element that has been adopted by the local government's governing body and subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Govt. Code Section 65585.
 - b. Housing Element APR Compliance:** Each Party must submit to the State the APR required by Govt. Code Section 65400 for the current or prior year.
- D. Term of Agreement-Automatic Renewal Provision.** The term of this Agreement shall be for a period of five (5) years commencing March 30, 2021 through December 31, 2023 to coincide with the term of the five-year planning period required by the State. In addition, this Agreement provides for automatic renewal for participation in successive five-year periods, unless any of the Parties provides written notice at least 60 days prior to the end of the term that it elects not to participate in a new five-year period. If a Party elects against participation in a new five-year period, before the end of the first five-year term, the Party will notify all Parties in writing of its decision not to participate in the joint Program for a successive five-year term. This Agreement remains in effect until the PLHA Program funds received with respect to the five-year planning period are fully committed.
- E. Scope of Agreement.** This agreement covers the PLHA formula program funding administered by the State where the Parties are awarded and accepts funding from the State.

SECTION II. PREPARATION AND SUBMITTAL OF PLHA FUNDING APPLICATION AND PLAN

- A. PLHA Application and Plan.** Pursuant to the requirements listed in Section 302(c) of the PLHA Program Guidelines, Sacramento County prepared an application requesting the formula funds for Parties, and a Plan which details how the allocated funds will be used for eligible activities. Said application included providing allocations to the Cities of Folsom, Isleton and Galt based on the Housing and Urban Development (HUD) formula used by the State to assign PLHA funds to Sacramento

County estimated at 9.32 percent. Sacramento County also provided evidence that the Plan was authorized and adopted by resolution by the Board of Supervisors of the County of Sacramento and that the public had an adequate opportunity to review and comment on its content.

B. Application Submittal. The County of Sacramento committed sufficient resources to complete and submit the PLHA Application and Plan to State by the application due date of July 27, 2020 in time for the Parties to be eligible to receiving funding, dependent upon State's execution of a Standard Agreement with Sacramento County.

SECTION III. PROGRAM ADMINISTRATION

A. Responsibilities of Parties. In designating Sacramento County as the administering local government for the PLHA Program, the Parties agree, that the Planning Director of PER shall be responsible for execution of the Standard Agreement with State and the proper performance of the PLHA Plan. The Parties agree to perform necessary administrative tasks such as, but not limited to, environmental clearance under CEQA or NEPA, establishment of loan underwriting policies and terms, execution and management of any loans made using PLHA funds, monitoring of programs and projects as needed to fulfill PLHA requirements and submittal of annual reports to State on PLHA-funded activities. The Parties agree to fully cooperate in all things required and appropriate to comply with the provisions of the Standard Agreement with State and to execute the PLHA Plan, as approved by State. Beginning in the second year of the five-year Plan term through the end of the fifth year, Parties will agree to a meeting schedule which will provide adequate opportunity for communication and decision-making.

B. Program Administration Funding. In consideration of the agreement to serve as the administering local government for the PLHA Program and its assumption of the responsibilities inherent in this role, the Parties agree that the allowable Program Administration for the funding, which is equal to a maximum of 5% of each year's allocation for each local government jurisdiction, shall be retained exclusively by Sacramento County for these administrative purposes.

C. Maintenance of Records. The Parties shall maintain records of activities for any projects undertaken pursuant to the PLHA Program, and said records shall be available for inspection by staff and/or auditors representing Sacramento County on reasonable notice during the normal business hours of 8:00 a.m. to 5:00 p.m.

SECTION IV. USE OF PLHA FUNDS

- A. Compliance with Laws.** If Sacramento County receives a grant of PLHA funds from HCD pursuant to the above referenced PLHA NOFA, the Parties represent and certify they will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts the Parties may have with HCD.
- B. Compliance with Guidelines.** The Parties hereby agree to use the PLHA funds for eligible activities as approved by HCD in accordance with all Program requirements, Guidelines, other rules and laws, and in a manner consistent and in compliance with the Standard Agreement and other contracts between Sacramento County and the HCD.
- C. For Sale Housing Projects.** The Parties certify that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
- D. Affordable Rental Housing.** The Parties certify that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a recorded Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
- E. Terms and Conditions.** The Parties shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by HCD.
- F. Use of Program Income.** The parties agree that program income generated as a result of the receipt of PLHA funds will be retained by the Party and utilized to fund future PLHA-eligible activities. Program income will include payments from residual receipts, accrued interest and any monitoring fees the Party chooses to charge.

NOW THEREFORE, the Parties hereto have caused this Agreement to be executed and attested by their proper officer thereunder duly authorized and their official seals to be hereunto affixed, all as of the day first above written.

Duplicate Counterparts. This Agreement may be executed in duplicate counterparts.

APPROVED AS TO FORM

By: _____
Leighann Moffitt, Planning Director,
Office of Planning and Environmental Review
Sacramento County

By: _____
June Powells-Mays
Supervising Deputy County Counsel
Sacramento County

APPROVED AS TO FORM

By: _____
Pam Johns
Community Development Director
City of Folsom

By: _____
City Attorney

APPROVED AS TO FORM

By: _____
Charles Bergson
City Manager
City of Isleton

By: _____
City Attorney

APPROVED AS TO FORM

By: _____
Craig Hoffman
Community Development Director
City of Galt

By: _____
City Attorney

PLHA Grant Requirements and Eligible Activities

PLHA Application Requirements

PLHA eligible applicants are limited to the metropolitan cities and urban counties allocated in the PLHA Grant that meet the following thresholds:

- Housing Element compliance;
- Annual Progress Report on the Housing Element submitted to HCD; and,
- Application submitted by the deadline specified in the Notice of Funding Availability (NOFA) (current step).

PLHA Eligible activities for the formula allocations are:

1. The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary operating subsidies.
2. The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120-percent of AMI, or 150-percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.
3. Matching portions of funds placed into Local or Regional Housing Trust Funds.
4. Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.
5. Capitalized Reserves for Services connected to the preservation and creation of new permanent supportive housing.
6. Assisting persons who are experiencing or at risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.
 - A. This activity may include sub-awards to administrative entities as defined in HSC Section 50490(a)(1-3) that were awarded CESH program or HEAP funds for rental assistance to continue assistance to these households.
 - B. Applicants must provide rapid rehousing, rental assistance, navigation centers, emergency shelter, and transitional housing activities in a manner consistent with the Housing First practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in compliance with WIC Section 8225(b)(8). An applicant allocated funds for the new construction, rehabilitation, and preservation of permanent supportive housing shall incorporate the core components of Housing First, as provided in WIC Section 8255, subdivision (b).
7. Accessibility modifications in lower-income owner-occupied housing.
8. Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.
9. Homeownership opportunities, including, but not limited to, down payment assistance.
10. Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing projects, or matching funds invested by a county in an affordable housing development project in a city within the county, provided that the city has made an equal or greater investment in the project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing project.

City of Isleton

City Council
Staff Report

DATE: March 9, 2021

ITEM#: 7.E

CATEGORY: New Business

FEDERAL EXCESS PROPERTY PROGRAM, FIRE BOAT, ACCEPTANCE

SUMMARY

Fire Chief Scott Baroni letter is attached.

FISCAL IMPACT

They offered to leave all this equipment with the boat if we agreed to pay them \$6,500 to help them recoup some of their costs.

RECOMMENDATION

It is recommended that City Council accept a fire boat from the Federal Excess Property Program.

ATTACHMENTS

Reviewed by: Charles Bergson, City Manager 

Prepared by: Scott Baroni, Fire Chief _____

Submitted by: Yvonne Zepeda, Deputy City Clerk 

RESOLUTION NO. 008-21

RESOLUTION AUTHORIZING APPLICATION
FOR FEDERAL EXCESS PERSONAL PROPERTY
(FEPP) PROGRAM IN ACCORDANCE WITH
United States Forest Service Cooperative Forestry Assistance Act
(CFAA) of 1978

Date

The City Council of the City of Isleton Fire Department has resolved:

WHEREAS, there is a need for Federal Excess Personal Property to help fight wildland, rural, structure or other fires in the City of Isleton, and

WHEREAS, Scott Baroni is the Chief of the Isleton Fire Department,

THEREFORE, be it resolved that the City Council of the City of Isleton Fire

Department accepts the agreement between the State of California, Department of Forestry and Fire Protection (CAL FIRE) and the Isleton Fire Department,

_____ for the loan of Federal Excess Personal Property, and,
authorizes
Dated

Fire Chief, Scott Baroni to sign the agreement for the City Council.

ATTEST:

Deputy City Clerk, Yvonne Zepeda

FIRE CHIEF, Scott Baroni

City Council of the Isleton Fire Department

Rev. 5/2019

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

This agreement is entered into by and between

THE STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

AND

ISLETON FIRE DEPARTMENT

This agreement made and entered into this day of , 20 , by and between the State of California acting by and through the Director of the Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as the STATE and the Isleton Fire Department, hereinafter referred to as the COOPERATOR, covenants as follows:

I. PURPOSE

The STATE has been approved as an agent of the United States Department of Agriculture (USDA) Forest Service for administering Federal Excess Personal Property (FEPP) as part of the Cooperative Fire Protection Program, which allows the COOPERATOR to take custody and use FEPP property for wildland and rural community fire protection services.

II. MUTUAL INTEREST OF PARTIES

Both the STATE and the COOPERATOR have a mutual interest in the prevention, protection and suppression of all wildland and rural community fires near and adjacent to the property and the people of California.

III. AUTHORITIES

The Federal Property and Administrative Services Act of 1949, as amended (40 U.S.C. § 483) and the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. § 2106(c)) authorizes the FEPP Program as an element of the Cooperative Fire Protection Program (16 U.S.C. § 2106(b)). Under these authorities, the USDA Forest Service may lend FEPP property needed for wildland and rural community fire protection to the STATE and to local paid or unpaid fire departments for their use.

IV. RESPONSIBILITIES
THE COOPERATOR AGREES:

1. Primary use of FEPP property must be 90 percent for activities directly related to wildland and rural community fire protection; however, situations may occur that make this exclusive use impractical. Non-fire emergency use of FEPP property is authorized and limited to no more than 10 percent total usage. Abuse of the 10 percent non-fire use standard could result in recall of the property on loan, suspension from the program, or other sanctions.

2. FEPP property acquired by the COOPERATOR is not permitted to be rented, leased, loaned, or traded to another party; no exceptions. FEPP property is not permitted to be transferred or sold without prior approval from the STATE or the USDA Forest Service. FEPP property is for official use only; personal use of FEPP property is prohibited, violates the law, and this Cooperative agreement. Any personal use violations found, subjects the COOPERATOR to penalties and FEPP property recall as determined by the STATE and the USDA Forest Service.
3. To immediately notify the STATE of receipt of FEPP property during the acquisition process.
4. To bear the entire cost of transportation, retrofit, modification, maintenance, repairs, and operation of acquired FEPP property while in the COOPERATOR's possession.
5. The COOPERATOR must paint any FEPP rolling stock acquired directly from the USDA Forest Service that has the distinct Forest Service green color. If the FEPP property is acquired from the Department of Defense (DoD) and has military colors or markings, it must be painted. This is mandatory per the STATE and the USDA Forest Service. The painting of the FEPP vehicle must be accomplished within one (1) calendar year of the acquisition.
6. To register all FEPP rolling stock with the California Department of Motor Vehicles (DMV) within 60 days of receipt of property. Lien Holder will remain as the USDA Forest Service. This is mandatory as ownership remains with the USDA Forest Service. Registered Owner will be the COOPERATOR.
7. To obtain prior to operation of any FEPP property the minimum liability insurance in the amount required by State law to cover the operation of FEPP rolling stock. The COOPERATOR must maintain adequate insurance to cover damages or injuries to cover persons or property relating to the use of the property. Proof of insurance coverage must be provided to the STATE in the form of an insurance policy or a self-insured statement on an official letterhead.
8. Drivers of FEPP property must take the necessary equipment training and have a valid California operator license to operate the loaned vehicle(s).
9. To make FEPP property operable and ready to be placed into service for wildland and rural community fire protection, including fire suppression and prevention. Operational condition of the property will be achieved within one (1) year to the date of property pick up/receipt.
10. FEPP property cannot be modified or cannibalized without prior authorization from the STATE and the USDA Forest Service. The COOPERATOR shall contact the STATE with a request and justification to modify or cannibalize any FEPP property. The request must be submitted for approval before any modification or cannibalization to FEPP property takes place.
11. The COOPERATOR is responsible for the proper care, maintenance, security and storage of all acquired FEPP property.
12. All FEPP property must be identified as property belonging to the USDA Forest Service and for fire use only. The STATE will provide USDA Forest Service property tags along with a property number assigned to accountable FEPP property.
13. To promptly report any FEPP property when it is no longer needed by the COOPERATOR to the STATE and the USDA Forest Service for disposal authority. The COOPERATOR is not to release FEPP property to anyone unless the STATE and the USDA Forest Service have provided the proper authorization and documentation needed. The COOPERATOR is to provide reasonable access to authorized personnel for inspection and removal of FEPP property.

14. Ownership of all accessories, tools, light bars, sirens and equipment which is added to the loaned FEPP property remains with the COOPERATOR and must be removed prior to the disposal process.
15. Accidents involving FEPP property must be reported directly to the STATE within 10 days of the situation. This includes accidents that result in death, injury, illness, or property damage (more than \$350). Depending on the type of accident, the STATE will provide direction to the COOPERATOR on the information required to be submitted to the USDA Forest Service.
16. Lost, stolen, damaged or destroyed FEPP property shall be reported to the STATE for proper documentation and handling.
17. When FEPP property is lost, damaged, destroyed or stolen, a determination is required whether there was negligence on the part of the COOPERATOR. The STATE shall make a recommendation to the USDA Forest Service Property Management Officer (PMO) whether there was negligence or gross negligence.
 - a. Negligence: The failure to abide by Federal rules and regulations.
 - i. Repeated instances of negligent damage to FEPP property by staff of the COOPERATOR may be cause for the STATE to suspend further acquisitions by the COOPERATOR until the reasons for the negligence are identified and steps taken to prevent further instances.
 - b. Gross negligence: The intentional, willful, or wanton failure to exercise a reasonable degree of care to protect FEPP property in one's custody in reckless disregard of the consequences of the actions.
 - i. If the STATE determines that there is apparent gross negligence on the part of the COOPERATOR staff, the findings plus all supporting documentation shall be forwarded by the STATE to the USDA Forest Service PMO for a final determination.
 - ii. Should the USDA Forest Service submit the final determination is one of gross negligence and sends the STATE a Bill of Collection for FEPP property under the COOPERATOR's care, the COOPERATOR will reimburse the STATE for all the costs listed on the Bill of Collection.
 - iii. The COOPERATOR shall be suspended from acquiring any additional FEPP property for a set time as determined by the STATE.
 - iv. A second case of gross negligence will cause the COOPERATOR to lose all privileges of participation in the FEPP program as determined by the STATE.
18. To perform/participate in the physical inventory process on FEPP property in the COOPERATOR's possession every two (2) years.
19. The STATE and the USDA Forest Service will periodically conduct joint reviews of the FEPP program to ensure compliance with the USDA Forest Service and other applicable statutes, regulations and policies are being followed. The COOPERATOR must participate and provide access to all physical FEPP property along with access to all FEPP documentation during the review. The STATE is authorized to perform audits and reviews by STATE personnel, in between joint reviews, to provide the USDA Forest Service information for FEPP program improvements.
20. To retain all documentation on all inventoried FEPP property for six (6) years and three (3) months after the year designated for the disposal of the property. The STATE will send all mandatory documentation required for acquisition, management and disposal of FEPP property to the COOPERATOR as these processes occur.
21. The COOPERATOR must provide access to and the right to examine all records, books, papers or documents relating to the FEPP program to the USDA Forest Service, the USDA Office of the Inspector General (OIG), the Comptroller General of the United States, the STATE and their authorized representatives.

22. To comply with Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or natural origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination, under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. To comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d) prohibiting discrimination where discriminatory practices will result in unequal treatment of persons who are or should be benefiting from the activity.

V. OTHER AGREEMENT TERMS
IT IS MUTUALLY AGREED THAT:

1. Title to all FEPP property shall remain vested in the United States federal government.
2. The COOPERATOR shall complete a resolution, or a statement from their governing board/council, approving participation in the FEPP program. The resolution must be received with this Cooperative agreement as a requirement of the Terms and Conditions before the STATE will prepare or continue (in the case of a renewal agreement) the COOPERATOR's access to screen and manage FEPP property.
3. All FEPP property loaned to the COOPERATOR shall be for an indefinite period of time, unless the COOPERATOR is negligent of program requirements as detailed in the Terms and Conditions of this Cooperative agreement as well as any Federal regulations that govern the FEPP program. The agreement may be terminated by either party after giving notice 60 days in advance of such termination to the other party.
4. The STATE will not be responsible for furnishing spare parts for FEPP property and the COOPERATOR accepts all FEPP property "as is" without any warranties of any kind, either expressed or implied.
5. Amendments to this Cooperative agreement covering acquisitions and disposals of FEPP property will be submitted by the STATE to the COOPERATOR for review and signature. These Amendments will be sent upon completion of the action taken and must be returned signed and dated by the COOPERATOR to the STATE to maintain accurate record keeping as required by the USDA Forest Service.
6. COOPERATORS with any FEPP property will cooperate with regulatory agencies to ensure compliance with Federal and State regulations, program and property management requirements.
7. In the event of any dispute over FEPP loaned equipment or any terms or conditions contained herein, the dispute shall be decided by the STATE and its decision shall be binding and final.
8. The parties hereto agree that the COOPERATOR, their officers, employees, agents, servants, contractors, volunteers, paid firefighters, and all others acting on behalf of the COOPERATOR, performing under the terms of this Cooperative agreement, are not acting as officers, employees or agents of the State or the Federal government.
9. The COOPERATOR agrees to defend, indemnify, save and hold harmless the STATE as defined herein, and the Department of Forestry and Fire Protection (CAL FIRE), their officers, agents and employees against all claims, demands, causes of action or liability of any kind whatsoever arising out of the acts of the COOPERATOR, its agents or employees in the performance of any function provided for under the terms of this agreement or the use of property transferred.
10. The period of this agreement is for five (5) years from the date of last signature on page six (6) and entered on page one (1), if no violations or signatory changes occur. Thereafter, the agreement shall be reviewed every other year for compliance by the STATE during the agreement review process and extended if no

violations or changes have occurred, not to exceed a five (5) year term renewal. This Cooperative agreement supersedes all prior agreements related to the FEPP program.

11. Either party may terminate this agreement by providing written notice to the other party 60 days prior to the termination date. If the agreement is terminated, the COOPERATOR shall be ineligible to continue participation in the FEPP program. Upon termination of this Cooperative agreement, all FEPP property assigned to the COOPERATOR shall be returned to the STATE. Prior to terminating a COOPERATOR's eligibility for cause, the STATE shall attempt alternative resolutions.
12. Any information provided to the STATE under this Cooperative agreement is subject to the Freedom of Information Act (5 U.S.C. §§ 551 *et seq.*).
13. The primary contact information of the parties hereto, for all notices, payments, repayments, or any other activity required or contemplated under the terms of this Cooperative agreement are:

Cooperator Name: Isleton Fire Department	Department of Forestry and Fire Protection (CAL FIRE) Federal Property Programs
Contact Name: Scott Baroni	
Title: Fire Chief	
Street Address: 100 Second Street	Street Address: 710 Riverpoint Court West Sacramento, CA 95605
Mailing Address: P.O. Box 716	Mailing Address: P.O. Box 944246
City: Isleton	City: Sacramento
Zip: 95641	Zip: 94244-2460
Phone Number: (916) 777-7776 Ext.	Phone Number: (916) 894-9804
Cell Phone Number: (916) 215-1136	Fax Phone Number: (916) 894-9880
Email: isletonfire@icloud.com	Email: FederalProperty@fire.ca.gov

14. Local CAL FIRE Unit contact information:

CAL FIRE Unit: Amador – El Dorado Unit (AEU)	Point of Contact: AEU Forestry Logistics Officer
Physical Address: 11600 Highway 49	
City: Sutter Creek	Zip Code: 95685
Phone Number: (530) 708-2710 Ext.	

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year of the last signature below.

COOPERATOR	
NAME OF COOPERATOR: Isleton Fire Department	
BY (Authorized Signature): <i>[Signature]</i>	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Scott Baroni, Fire Chief	
STATE OF CALIFORNIA Department of Forestry and Fire Protection (CAL FIRE)	
BY (CAL FIRE Unit Chief): <i>[Signature]</i>	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Mike Blankenheim, Unit Chief, Amador - El Dorado Unit (AEU)	
BY (CAL FIRE Property and Local Services Manager): <i>[Signature]</i>	DATE SIGNED:
PRINTED NAME AND TITLE OF PERSON SIGNING: Nicole Harner, Property and Local Services Manager	

STATE OF CALIFORNIA
THE NATURAL RESOURCES AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE)

COOPERATIVE AGREEMENT FOR THE
USDA FOREST SERVICE
FEDERAL EXCESS PERSONAL PROPERTY (FEPP) PROGRAM
Under the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978

ATTACHMENT A

ISLETON FIRE DEPARTMENT

	ITEM:	SERIAL #:	PROPERTY #
1.	No Property At This Time		
2.			
3.			
4.			
5.			
6.			
7.			

Rev. June 2020



City of Isleton

101 Second Street, Isleton, California 95641

CITY MANAGER REPORT

Date: 09 March 2021

To: City Councilmembers

From: Charles Bergson, City Manager

Covid 19 – City Operations

City continues under County Health Department of January 13, 2021, updated February 8, 2021. The State Limited Curfew Order of December 10 has been lifted. The City continues to operate under its March 18th, 2020 Emergency Order. Public facilities are open.

The revised and updated City website now online. Staff is working on getting an online payment function established.

The financial reports for January 2021 is attached (last report was not readable).

Longer term reports in progress – AB1600 Impact Fee Schedule, Purchase Order Ordinance, Rental Housing Standards, food recycling ordinance.

Measure B, the Fire Equipment Half Cent Sales Tax, will be brought to Council by Spring to discuss which election to place for renewal.

The current Cannabis business status list is attached.

Respectfully,
Charles Bergson, P.E.

10 22 AM

02/16/21

Accrual Basis

**General Fund - City of Isleton
Profit & Loss summary by month**

July 2020 through January 2021

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	TOTAL
Ordinary Income/Expense								
Income								
Charges for Services								
4215052 · Building Inspection Fees	30 00	0 00	30 00	0 00	0 00	630 00	60 00	750 00
42575PL · USE PERMIT - PLANNING DEPT	6,668 43	4,147 14	1,534 75	2,046 47	1,879 24	1,739 50	5,444 44	23,459 97
4259512 · COPY / FAX FEES	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Total Charges for Services	6,698 43	4,147 14	1,564 75	2,046 47	1,879 24	2,369 50	5,504 44	24,209 97
Fines and Forfeitures								
4005012 · Other Court Fines	0 00	0 00	0 00	0 00	0 00	0 00	197 61	197 61
4010012 · Property Taxes - Penalties	0 00	0 00	0 00	0 00	0 00	0 00	13 25	13 25
4200012 · ADMIN. CITATION FEE	0 00	0 00	0 00	0 00	0 00	0 00	-50 00	-50 00
Total Fines and Forfeitures	0 00	0 00	0 00	0 00	0 00	0 00	-160 86	160 86
Licenses and Permits								
4004021 · Vehicle Code Fines	0 00	0 00	0 00	0 00	0 00	0 00	5 57	5 57
4004212 · Motor Veh Lic Fees-In Lieu Tax	0 00	0 00	0 00	0 00	0 00	0 00	45,132 00	45,132 00
4210012 · Business Licenses AD	240 00	200 00	120 00	100 00	1,011 11	9,090 00	640 00	11,401 11
4220012 · Card Room Gaming Permits	0 00	0 00	0 00	0 00	0 00	0 00	350 00	350 00
4240012 · Building Permit - Commercial	0 00	0 00	0 00	0 00	1,387 00	0 00	519 88	1,906 88
4240052 · Building Permit Commercial BD	0 00	0 00	370 90	0 00	0 00	0 00	0 00	370 90
4265051 · Encroachment Permit PL	248 20	380 00	959 00	789 50	1,055 00	0 00	0 00	3,431 70
4750012 · Election Fees	25 00	75 00	0 00	0 00	0 00	0 00	0 00	100 00
Total Licenses and Permits	513 20	655 00	1,449 90	889 50	3,453 11	9,090 00	46,647 45	62,698 16
Other Revenues								
Premium refund	0 00	0 00	0 00	0 00	0 00	0 00	216 78	216 78
4000112 · Reimbursement to General Fund	0 00	0 00	0 00	77 82	227 00	0 00	0 00	304 82
4008412 · RDA Residual Distribution	0 00	0 00	0 00	0 00	0 00	0 00	-283 96	-283 96
4840022 · Insurance Proceeds	392 78	0 00	0 00	0 00	0 00	0 00	0 00	392 78
6000012 · Misc. Income AD	0 00	0 00	25 00	0 00	0 00	0 00	0 00	25 00
6000040 · MISC. PW	0 00	0 00	0 00	-0 00	0 00	0 00	-309 55	-309 55
Total Other Revenues	392 78	0 00	25 00	77 42	227 00	0 00	-376 73	345 47
Taxes and Assessments								
4001012 · Current Secured Property Tax	0 00	0 00	0 00	0 00	0 00	0 00	49,676 75	49,676 75
4001112 · Unsecured Property Tax	0 00	0 00	0 00	0 00	0 00	0 00	3,262 95	3,262 95
4001212 · Current Supplemental Prop Tax	0 00	0 00	0 00	0 00	0 00	0 00	596 81	596 81
4001312 · Prior Unsecured Property Tax	0 00	0 00	0 00	0 00	0 00	0 00	55 63	55 63
4002512 · Unitary Property Tax	0 00	0 00	0 00	0 00	0 00	0 00	3,980 98	3,980 98
4006012 · Property Transfer Taxes	0 00	0 00	0 00	0 00	0 00	0 00	787 32	787 32
4006512 · Property Tax Advance 739	17,733 57	8,542 34	0 00	25,001 00	0 00	0 00	0 00	51,276 91
4008212 · Assessment Fees AD	0 00	0 00	0 00	0 00	0 00	0 00	-600 21	-600 21
4008312 · Home Property Tax Relief	0 00	0 00	0 00	0 00	0 00	0 00	400 33	400 33
4008612 · Special Fees Revenue (Cannibus)	17,071 44	24,752 17	0 00	19,954 97	29,413 54	0 00	22,335 87	113,527 99
4010312 · Transient Occupancy Tax	0 00	0 00	0 00	97 67	454 70	0 00	0 00	552 37
4010421 · Half Cents Sales Tax G Fund	0 00	0 00	6,646 16	7,497 56	0 00	0 00	0 00	14,143 72
4010422 · Half Cent Sales Tax FD	0 00	0 00	6,648 00	7,495 86	0 00	0 00	0 00	14,143 86
4710312 · Franchise Fees - CAL WASTE	0 00	8,160 15	0 00	0 00	8,271 22	0 00	0 00	16,431 37
4970012 · Retail Sales Tax AD	108,058 11	10,975 99	0 00	2,119 52	0 00	0 00	0 00	121,153 62
4970022 · Retail Sales Tax-T&U Tax	3,724 25	7,355 75	0 00	0 00	50,292 07	49,221 37	13,423 44	124,016 88
Total Taxes and Assessments	146,587 37	59,786 40	13,294 16	62,166 58	88,431 53	49,221 37	93,919 87	513,407 28
Use of Money								
1320212 · Interest (Revenue)	0 00	3 02	0 00	0 00	2 17	2 50	7 08	14 77
13202GF · Interest Income-General Fund	3 32	0 00	0 00	0 00	0 00	0 00	0 00	3 32
Total Use of Money	3 32	3 02	0 00	0 00	2 17	2 50	7 08	18 09
Grant Income - Other								
4008890 · GEI Flood Study Grant	0 00	0 00	0 00	0 00	0 00	28,639 62	26,672 36	55,311 98
4008888 · State of California - OES	0 00	0 00	957 00	1,653 00	3,135 11	0 00	4,896 00	10,641 11
4008889 · SCORE	0 00	0 00	0 00	0 00	0 00	2,105 18	0 00	2,105 18
Grant Income - Other - Other	2,105 18	0 00	0 00	0 00	0 00	-2,105 18	0 00	0 00
Total Grant Income - Other	2,105 18	0 00	957 00	1,653 00	3,135 11	28,639 62	31,568 36	68,058 27
6100122 · Returned Check Charges	0 00	0 00	0 00	0 00	25 00	0 00	0 00	25 00
Total Income	156,300 28	64,591 56	17,290 81	66,832 97	97,153 16	89,322 99	177,431 33	668,923 10
Gross Profit	156,300 28	64,591 56	17,290 81	66,832 97	97,153 16	89,322 99	177,431 33	668,923 10
Expense								
9100032 · Bank Service Charges	0 00	0 00	0 00	0 00	10 00	0 00	0 00	10 00

General Fund - City of Isleton Profit & Loss summary by month

July 2020 through January 2021

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	TOTAL
10 - General Government								
4850012 - Bad Debt Exp	0 00	0 00	0 00	0 00	0 00	0 00	2,340 00	2,340 00
7110012 - Salaries & Wages AD	8,420 46	7,964 67	12,372 61	8,104 50	8,011 57	8,241 03	9,203 21	62,318 05
7110014 - Salaries & Wages CK	676 52	411 22	1,284 73	1,001 30	970 14	520 22	857 66	5,721 79
7110112 - Salaries/Administrative Cost AD	106 12	0 00	0 00	0 00	0 00	0 00	0 00	106 12
7130211 - Elections	0 00	0 00	0 00	0 00	0 00	2,486 66	0 00	2,486 66
7210012 - Unemployment Insurance AD	0 00	0 00	0 00	0 00	0 00	250 00	250 00	500 00
7210412 - Social Security Contr AD	621 73	596 08	933 82	631 65	604 17	635 64	631 11	4,704 20
7210414 - Social Security Contr CK	50 65	29 52	102 06	78 18	73 22	40 50	102 45	476 58
7210612 - Property Tax Expense	0 00	0 00	0 00	0 00	6,093 38	0 00	0 00	6,093 38
7310012 - Health & Vision Insurance AD	4,960 00	9,920 00	0 00	4,960 00	4,960 00	5,158 00	5,158 00	35,116 00
7310112 - Dental Insurance AD	433 55	433 55	433 55	0 00	433 55	1,300 65	0 00	3,034 85
7310412 - Group Life Insurance Benefit	0 00	36 21	0 00	0 00	36 21	36 21	36 21	144 84
7320012 - Worker's Comp Insurance AD	2,427 46	1,251 58	1,287 79	1,287 79	625 79	625 79	625 79	8,131 99
7330012 - Liability Insur SCORE AD	1,673 00	603 84	603 84	5,315 20	0 00	0 00	603 84	8,799 72
8010012 - Postage AD	7 50	7 50	576 45	313 80	13 90	26 35	79 95	1,025 45
8020012 - Advertising AD	0 00	0 00	80 00	0 00	0 00	80 00	90 00	250 00
8030112 - Recording Fee AD	0 00	0 00	40 00	0 00	0 00	0 00	0 00	40 00
8040011 - Subscriptions & Memberships CC	259 00	0 00	0 00	0 00	0 00	0 00	0 00	259 00
8040012 - Subscriptions & Memberships AD	0 00	300 00	0 00	0 00	0 00	0 00	0 00	259 00
8141012 - Meals - AD	0 00	0 00	0 00	0 00	0 00	0 00	0 00	300 00
8210112 - Telephone AD	1,542 97	725 88	492 87	429 60	0 00	0 00	0 00	0 00
8220012 - GAS - AD	2,592 47	2,485 35	2,636 90	1,936 60	246 99	966 69	600 50	5,005 50
8220312 - WATER - AD	504 34	487 61	404 72	402 18	792 95	437 86	441 90	3,471 56
8310011 - Office & Computer Supplies GF	0 00	150 11	150 00	37 58	-140 57	162 61	531 09	890 82
8310012 - Office & Computer Supplies AD	0 00	0 00	285 49	359 48	0 00	0 00	0 00	644 97
8311112 - Computer Service AD	372 50	487 50	0 00	66 53	272 50	162 50	169 30	1,530 83
8312012 - Special Programs - AD	0 00	0 00	0 00	0 00	0 00	88 09	0 00	88 09
8315012 - Repairs Maintenance AD	0 00	0 00	82 16	1,825 38	55 76	0 00	0 00	1,963 30
8383012 - Supplies AD	0 00	0 00	740 01	307 13	531 07	-60 65	11 20	1,528 76
8383014 - Supplies CK	0 00	0 00	435 00	0 00	0 00	0 00	0 00	435 00
8383112 - EQUIPMENT	0 00	0 00	3,999 00	0 00	0 00	178 07	0 00	4,177 07
8384012 - Copier Costs AD	321 05	213 71	323 22	225 45	272 27	276 98	134 58	1,767 26
8410111 - Legal Services CC	5,284 00	0 00	0 00	0 00	0 00	0 00	0 00	5,284 00
8410112 - Legal Services AD	0 00	648 00	2,656 00	0 00	0 00	0 00	0 00	3,304 00
8410113 - Legal Services CA	0 00	402 00	680 05	0 00	0 00	0 00	0 00	1,082 05
8436012 - Accounting & Audit Fees	9,532 15	22,193 85	461 60	11,187 75	310 10	310 10	4,646 64	48,642 19
8440012 - Professional Services AD	695 44	11,522 10	516 38	1,032 75	5,597 93	11,835 03	1,520 44	32,720 07
8462012 - Other Agency Fees AD	0 00	0 00	0 00	28 44	0 00	0 00	0 00	28 44
8990012 - Miscellaneous Expense AD	149 95	0 00	0 04	35 00	170 21	0 00	0 00	355 20
9010012 - Interest Expense AD	0 00	0 00	1,463 32	0 00	0 00	0 00	0 00	1,463 32
9010212 - Penalties AD	0 00	0 00	210 00	0 00	0 00	0 00	0 00	210 00
Total 10 - General Government	40,630 86	60,870 28	33,301 61	39,566 29	30,181 14	40,608 25	28,459 15	273,617 58
20 - Public Safety								
7110022 - Salaries & Wages FD	12,287 53	11,221 07	18,509 86	12,277 08	6,932 65	12,551 88	11,741 11	85,521 18
7210022 - Unemployment Insurance FD	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
7210322 - Medicare Contr FD	919 84	409 59	200 00	0 00	0 00	0 00	0 00	1,529 43
7210422 - Social Security Contr FD	0 00	413 40	1,473 64	958 66	930 74	856 12	789 66	5,402 22
7330022 - Liability Insur SCORE FD	1,673 00	603 84	603 84	7,203 67	0 00	0 00	603 84	10,688 19
8150122 - Fire Special Exp (Minor Equip)	0 00	0 00	0 00	83 19	118 87	0 00	0 00	202 06
8210122 - Telephone FD	119 73	116 87	116 87	214 20	200 43	622 38	958 48	2,348 96
8220022 - UTILITIES-GAS / ELECT - FD	868 05	922 12	945 52	984 79	0 00	1,477 39	873 03	6,070 90
8220322 - WATER - FD	98 24	232 32	109 99	243 24	91 37	150 39	4,196 35	5,121 90
8305022 - Protect Equip Maint Supplies FD	0 00	0 00	132 59	354 51	0 00	0 00	0 00	487 10
8310022 - OFFICE & COMPUTER SUPPLIES ...	5,660 00	0 00	0 00	2 16	0 00	844 35	0 00	6,506 51
8315022 - Repairs Maintenance FD	20 57	0 00	0 00	0 00	0 00	0 00	0 00	20 57
8315122 - Vehicle Parts/Repair FD	0 00	741 85	80 75	0 00	0 00	0 00	0 00	822 60
8315222 - Vehicle Maintenance FD	170 98	0 00	0 00	0 00	0 00	0 00	0 00	170 98
8370022 - Communications Expenses FD	0 00	0 00	2,518 30	5 46	0 00	0 00	0 00	2,523 76
83830FE - Supplies - Fire Equipment	1,840 68	0 00	0 00	0 00	0 00	0 00	0 00	1,840 68
8383122 - Equipment FD	4,253 60	618 60	190 32	354 51	0 00	0 00	21 68	1,862 36
8391022 - Fuel FD	71 26	4,367 98	663 75	763 59	345 56	1,312 52	579 77	8,104 43
8440022 - Professional Services FD	0 00	0 00	0 00	0 00	0 00	4,340 00	0 00	4,340 00
8990022 - Miscellaneous Expense FD	0 00	6 00	-38 05	0 00	0 00	0 00	0 00	-32 05
Total 20 - Public Safety	27,983 48	19,653 64	25,507 38	23,445 06	8,619 62	22,155 03	19,743 92	147,108 13
30 - Parks & Recreation								
8440033 - Prop 68 Costs	0 00	0 00	0 00	0 00	54 35	0 00	0 00	54 35
7210468 - Social Security Contr Chk	0 00	0 00	0 00	0 00	52 40	0 00	0 00	52 40
7110068 - Parks & Recreation - Salaries &	0 00	0 00	0 00	0 00	693 45	0 00	0 00	693 45
8220031 - Utilities PR	705 80	534 69	515 04	578 23	606 67	758 30	1,115 18	4,813 91
8315031 - Repairs Maintenance PR	0 00	0 00	0 00	67 64	0 00	0 00	0 00	67 64
8383132 - Supplies & Equipment PR	9 18	0 00	0 00	538 84	39 94	0 00	0 00	587 96
8440031 - Professional Services PR	0 00	0 00	0 00	0 00	123 41	0 00	0 00	123 41
Total 30 - Parks & Recreation	714 98	534 69	515 04	1,184 71	1,570 22	758 30	1,115 18	6,393 12

10 22 AM

02/16/21

Accrual Basis

General Fund - City of Isleton
Profit & Loss summary by month
 July 2020 through January 2021

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	TOTAL
52 - Public Ways and Facilities								
7110040 - Salaries & Wages PW	834.29	912.60	1,778.00	1,539.00	1,031.92	0.00	0.00	6,245.81
7110042 - Salaries & Wages SM	0.00	0.00	0.00	0.00	0.00	775.34	280.82	1,056.16
7110140 - Salaries/Administrative Cost PW	0.00	0.00	0.00	0.00	0.00	748.69	909.54	1,658.23
7210040 - Unemployment Insurance PW	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7210440 - Social Security Contr PW	67.68	67.02	141.43	128.24	105.79	87.87	108.66	706.69
7210442 - Social Security Contr SM	0.00	0.00	0.00	0.00	0.00	31.16	33.55	64.71
7330040 - Liability Insur SCORE PW	1,673.00	603.84	603.84	7,203.66	0.00	0.00	603.84	10,688.18
8004040 - Subscriptions & Membership PW	0.00	0.00	0.00	0.00	150.00	0.00	0.00	150.00
8210140 - Telephone PW	119.73	116.87	116.87	0.00	246.98	116.89	123.16	840.50
83100PL - OFFICE & COMPUTER SUPPLIES...	0.00	0.00	0.00	21.67	0.00	0.00	0.00	21.67
8315040 - Repairs Maintenance PW	0.00	36.28	0.00	0.00	4.59	870.03	177.46	1,088.36
8315140 - Vehicle Parts/Repair PW	0.00	0.00	34.80	0.00	0.00	17.00	0.00	51.80
8383032 - Supplies CO	0.00	0.00	0.00	0.00	163.85	0.00	0.00	163.85
8383040 - Supplies PW	641.15	618.64	192.54	269.49	0.00	0.00	0.00	1,721.82
8383052 - Supplies BD	0.00	0.00	0.00	0.00	149.95	0.00	0.00	149.95
8391040 - Fuel PW	0.00	0.00	0.00	0.00	0.00	624.28	115.17	739.45
8440040 - Professional Services PW	5,644.58	6,098.68	900.00	35.24	32.68	23,730.36	31,369.80	67,811.34
8440052 - Professional Services BD	4,320.00	4,320.00	3,240.00	4,320.00	3,240.00	3,240.00	0.00	22,680.00
Total 52 - Public Ways and Facilities	13,350.43	12,773.93	7,007.48	13,617.30	5,125.76	30,241.62	33,722.00	115,838.52
53 - Community Development								
60000BD - MISC. EXPENSE - BD	0.00	0.00	75.00	0.00	0.00	0.00	0.00	75.00
71100BD - Salaries & Wages BD	0.00	631.12	369.80	559.70	6,236.90	0.00	0.00	7,797.52
72104BD - SOCIAL SECURITY CONTR. - BD	7.89	46.41	29.42	43.69	8.49	0.00	0.00	135.90
Total 53 - Community Development	7.89	677.53	474.22	603.39	6,245.39	0.00	0.00	8,008.42
56 - Non Departmental Expenses								
SUSPENSE	0.00	0.00	936.51	3,209.07	470.43	0.00	0.00	4,616.01
9100022 - Bank Service Charges	0.00	0.00	19.60	0.00	0.00	0.00	30.00	49.60
Total 56 - Non Departmental Expenses	0.00	0.00	956.11	3,209.07	470.43	0.00	30.00	4,665.61
57 - Covid 19								
8050020 - COVID Costs	2,898.05	3,750.60	1,822.37	1,267.86	1,196.24	481.37	1,300.32	12,716.81
Total 57 - Covid 19	2,898.05	3,750.60	1,822.37	1,267.86	1,196.24	481.37	1,300.32	12,716.81
Total Expense	85,585.69	98,260.67	69,584.21	82,893.68	53,418.80	94,244.57	84,370.57	568,358.19
Net Ordinary Income	70,714.59	-33,669.11	-52,293.40	-16,060.71	43,734.36	-4,921.58	93,060.76	100,564.91
Other Income/Expense								
Other Income								
9200112 - Indirect cost allocation	1,366.69	1,013.12	2,086.63	1,124.29	1,164.70	1,778.72	1,496.87	10,031.02
Total Other Income	1,366.69	1,013.12	2,086.63	1,124.29	1,164.70	1,778.72	1,496.87	10,031.02
Net Other Income	1,366.69	1,013.12	2,086.63	1,124.29	1,164.70	1,778.72	1,496.87	10,031.02
Net Income	72,081.28	-32,655.99	-50,206.77	-14,936.42	44,899.06	-3,142.86	94,557.63	110,595.93

10 27 AM
02/16/21
Accrual Basis

410 Sewer O&M - City of Isleton Profit & Loss by month by Fiscal Year July 2020 through January 2021

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	TOTAL
Ordinary Income/Expense								
Income								
45100SW Sewer - Single Family - City	17,928.06	18,000.05	18,000.05	18,000.05	18,000.05	18,000.05	18,000.05	125,928.36
45101SW Sewer - Multi Family City	9,376.63	9,376.63	9,376.63	9,376.63	9,376.63	9,376.63	9,376.63	65,636.41
45102SW Sewer - Commercial City	7,790.22	7,862.21	7,862.21	7,862.21	7,862.21	7,862.21	7,862.21	54,963.48
45103SW Sewer - Resident Outside City	7,900.01	7,900.01	7,979.01	7,900.01	7,900.01	7,900.01	7,900.01	55,379.07
45104SW Sewer - Commercial Outside City	2,085.64	2,085.64	2,085.64	2,085.64	2,085.64	2,085.64	2,085.64	14,599.48
6100041 Grant State Water Board	6,347.97	3,933.85	5,830.44	0.00	0.00	0.00	0.00	16,112.26
6100122 Returned Check Charges	0.00	25.00	0.00	25.00	0.00	25.00	0.00	75.00
Total Income	51,428.53	49,183.39	51,133.98	45,249.54	45,224.54	45,249.54	45,224.54	332,694.06
Gross Profit	51,428.53	49,183.39	51,133.98	45,249.54	45,224.54	45,249.54	45,224.54	332,694.06
Expense								
71100SW Salaries & Wage - Sewer	5,255.50	3,651.48	5,011.46	3,475.88	4,147.87	7,053.83	4,701.39	33,297.41
72100SW Unemployment Insurance - Sewer	0.00	0.00	0.00	0.00	1,119.79	0.00	0.00	1,119.79
72104SW Social Security Contr - Sewer	302.89	266.34	399.52	273.76	312.91	546.84	561.62	2,663.88
73200SW Workers' Comp Ins - Sewer 410	0.00	0.00	0.00	0.00	625.79	625.79	625.79	1,877.37
80100SW Postage - Sewer	0.00	0.00	275.00	0.00	0.00	0.00	0.00	275.00
8040012 Subscriptions & Memberships AD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8170000 Uniforms	249.01	105.72	211.44	93.93	32.68	150.00	0.00	150.00
82200SW GAS - Sewer	11.56	0.00	0.00	0.00	32.68	96.45	64.30	853.53
82201SW Electricity - Sewer	223.67	242.91	237.35	498.42	12.32	483.64	773.51	1,281.03
82203SW WATER - SEWER	0.00	0.00	0.00	0.00	2,018.17	0.00	120.36	3,340.88
83050SW Protective Equip & Suppl Sewer	0.00	0.00	0.00	404.29	0.00	0.00	66.55	470.84
83100SW Office & Comp Supplies Sewer	111.20	0.00	0.00	0.00	0.00	0.00	322.79	322.79
83111SW Computer Service- SEWER	0.00	113.97	162.50	0.00	0.02	0.00	0.00	111.22
83150SW Repairs & Maintenance Sewer	0.00	5,513.99	985.00	325.00	325.00	162.50	705.50	1,794.47
83151SW Repairs & Maint - Sewer	0.00	0.00	0.00	985.00	1,294.02	985.00	-42,193.83	-32,430.82
83152SW LAB TESTING	1,987.00	1,123.00	2,246.00	-1,075.00	4,500.00	2,997.71	246.94	7,744.65
83153SW Vehicle Parts/Repair Sewer	0.00	2,218.17	38.99	0.00	1,123.00	1,123.00	1,123.00	7,650.00
83154SW Vehicle Maint - Sewer	0.00	0.00	0.00	0.00	1,384.64	17.00	20.99	3,679.79
83830SW Supplies - Sewer	120.10	474.80	1,019.25	907.91	0.00	0.00	0.00	907.91
8383100 Equipment REPLACEMENT / REPAIRS	0.00	0.00	0.00	649.22	102.50	141.27	241.94	2,749.08
83840SW Copier Costs SEWER	0.00	150.11	75.06	0.00	0.00	4,492.91	0.00	4,492.91
8384500 COVID Expense	0.00	0.00	0.00	0.00	0.00	162.61	175.11	562.89
83910SW Fuel - Sewer	136.79	3,008.52	0.00	0.00	10.73	0.00	0.00	10.73
84101SW Legal Services Sewer	0.00	0.00	0.00	0.00	0.00	1,003.77	1,005.31	5,154.39
8436012 Accounting & Audit Fees	5,531.10	10,220.10	516.37	11,900.95	5,000.00	0.00	0.00	5,000.00
84400SW Prof Services Sewer	7,194.37	4,050.13	12,380.74	131.92	764.92	2,358.12	4,141.84	35,433.40
90100SW Interest Expense - Sewer	0.00	48,265.00	0.00	0.00	2,438.76	2,882.79	2,443.79	31,522.50
9210051 Bank Service Charges	0.00	10.00	0.00	10.00	20,101.50	0.00	0.00	68,366.50
92101SW Bank Service Charges - SW	0.00	0.00	0.00	0.00	0.00	10.00	0.00	30.00
Total Expense	21,123.19	79,414.24	23,558.68	18,581.28	43,306.45	27,311.40	-24,924.84	188,370.40
Net Ordinary Income	30,305.34	-30,230.85	27,575.30	26,668.26	1,918.09	17,938.14	70,149.38	144,323.66
Other Income/Expense								
Other Income								
1320512 Interest US Bank Bond	1.50	0.71	0.65	0.63	0.65	0.63	0.65	5.42
91100SW Indirect Cost Allocation	-666.84	-587.67	-811.69	-562.45	-669.12	-1,140.10	-789.45	-5,227.32
Total Other Income	-665.34	-586.96	-811.04	-561.82	-668.47	-1,139.47	788.80	-5,221.90
Other Expense								
SUSPENSE	0.00	0.00	0.00	0.00	0.00	-2,859.45	2,859.45	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	-2,859.45	2,859.45	0.00
Net Other Income	-665.34	-586.96	-811.04	-561.82	-668.47	1,719.98	-3,648.25	-5,221.90
Net Income	29,640.00	-30,817.81	26,764.26	26,106.44	1,249.62	19,658.12	66,501.13	139,101.76

January 2021 Checks

Type	Date	Num	Name	Clr	Split	Debit	Credit
Bill Pmt -Check	01/05/2021	17439	Sacramento County -Voter Registrar	2100000	Accounts Payable		2,486.86
Bill Pmt -Check	01/05/2021	17440	Frontier Communications	2100000	Accounts Payable		653.68
Bill Pmt -Check	01/05/2021	17441	A PLESCIA & CO	2100000	Accounts Payable		13,483.30
Bill Pmt -Check	01/05/2021	17442	KS Statebank	2100000	Accounts Payable		687.00
Bill Pmt -Check	01/05/2021	17443	Underground Svc Alert of Northern CA	2100000	Accounts Payable	0.00	0.00
Bill Pmt -Check	01/09/2021	17444	US BANK	2100000	Accounts Payable	0.00	0.00
Bill Pmt -Check	01/12/2021	17445	Bergson, Charles L.	2100000	Accounts Payable		57.47
Bill Pmt -Check	01/14/2021	17446	Advantage Gear	2100000	Accounts Payable		21.88
Bill Pmt -Check	01/14/2021	17447	Certified Employment	2100000	Accounts Payable		883.58
Bill Pmt -Check	01/14/2021	17448	IMAGE SOURCE	2100000	Accounts Payable		146.36
Bill Pmt -Check	01/14/2021	17449	Ramos OJ Company	2100000	Accounts Payable		913.96
Bill Pmt -Check	01/14/2021	17450	Rio Vista Ace Hardware	2100000	Accounts Payable		29.37
Bill Pmt -Check	01/14/2021	17451	Small Cities Organized Rsk Effort	2100000	Accounts Payable		1,811.52
Bill Pmt -Check	01/14/2021	17452	GEI Consultants Inc	2100000	Accounts Payable		4,000.00
Bill Pmt -Check	01/20/2021	17453	California American Water- 409 2ND	2100000	Accounts Payable		35.30
Bill Pmt -Check	01/20/2021	17454	California American Water 30 1/2 Andrus	2100000	Accounts Payable		902.07
Bill Pmt -Check	01/20/2021	17455	California Clear Bottled Water Co	2100000	Accounts Payable		11.20
Bill Pmt -Check	01/20/2021	17456	Home Depot	2100000	Accounts Payable		1,752.42
Bill Pmt -Check	01/20/2021	17457	Certified Employment	2100000	Accounts Payable		1,158.98
Bill Pmt -Check	01/20/2021	17458	RADIAL TIRE OF WALNUT GROVE	2100000	Accounts Payable	0.00	0.00
Bill Pmt -Check	01/20/2021	17459	Underground Svc Alert of Northern CA	2100000	Accounts Payable	0.00	0.00
Bill Pmt -Check	01/20/2021	17461	Delta Computer Consultants	2100000	Accounts Payable		95.00
Bill Pmt -Check	01/20/2021	17462	River Rats Septic & Plumbing	2100000	Accounts Payable		425.00
Bill Pmt -Check	01/20/2021	17463	State Compensation Insurance Fund	2100000	Accounts Payable		1,251.58
Bill Pmt -Check	01/20/2021	17464	Sacramento Regional Fire	2100000	Accounts Payable		844.35
Bill Pmt -Check	01/20/2021	17465	DYNAMIC PLANNING + SCIENCE	2100000	Accounts Payable		3,949.97
Bill Pmt -Check	01/20/2021	17466	Aramark	2100022	Accounts Payable FD		64.30
Bill Pmt -Check	01/20/2021	17467	Rio Vista Ace Hardware	2100000	Accounts Payable		55.35
Bill Pmt -Check	01/20/2021	17468	Ramos OJ Company	2100000	Accounts Payable		86.40
Bill Pmt -Check	01/22/2021	17470	IMAGE SOURCE	2100000	Accounts Payable		276.98
Bill Pmt -Check	01/22/2021	17471	GEI Consultants Inc	2100000	Accounts Payable		26,672.36
Bill Pmt -Check	01/20/2021	17494	PG&E- WILSON BALLPARK	2100000	Accounts Payable		9.85
							62,765.71

January 2021 Checks

As of January 31, 2021

Type	Date	Num	Name	Clr	Split	Credit
Bill Pmt -Check	01/14/2021	2254	Rain for Rent Stockton	✓	21000SW · Accounts Payable SE	3,268.56
Bill Pmt -Check	01/14/2021	2255	PG&E - SEWER PONDS		21000SW · Accounts Payable SE	120.36
Bill Pmt -Check	01/14/2021	2256	ARAMARK	✓	21000SW · Accounts Payable SE	64.30
Bill Pmt -Check	01/14/2021	2253	Ramos Oil Company	✓	21000SW · Accounts Payable SE	147.18
Bill Pmt -Check	01/14/2021	2257	Roto-Rooter Plumbers	✓	21000SW · Accounts Payable SE	4,500.00
Bill Pmt -Check	01/14/2021	2258	Radial Tire of Walnut Grove	✓	21000SW · Accounts Payable SE	1,401.64
Bill Pmt -Check	01/14/2021	2259	SRCSO	✓	21000SW · Accounts Payable SE	1,123.00
Bill Pmt -Check	01/20/2021	2261	Delta Computer Consultants		21000SW · Accounts Payable SE	658.00
Bill Pmt -Check	01/20/2021	2262	Cooper Controls, Inc.		21000SW · Accounts Payable SE	1,183.90
Bill Pmt -Check	01/20/2021	2260	Radial Tire of Walnut Grove		21000SW · Accounts Payable SE	20.99
Bill Pmt -Check	01/20/2021	2263	California American Water		21000SW · Accounts Payable SE	66.55
Check	01/26/2021	2264	City of Isleton General Fund	✓	100 · GF	2,612.88

GREEN = Approved RED = Withdrawn

Cannabis Business Permit Master List

Date Submitted	Applicant(s)	Applicant's Name	Description	Premises Address	Permit Status
06/26/18	Bang Mingo	Yandow	Cultivation	100 H Street	PC Public Hearing 1/16/19 1st CC Meeting 1/29/19
		Harris	Manufacturing	301 H street	2nd CC Meeting 2/12/19
			Retail /Delivery		
			Distribution		
06/26/18	Delta Agricultural Holdings LLC.	Maldonado		14719 State Hwy 160	Withdrawn
07/18/18	Apothek Ventures	Fletcher	Retail/delivery	61 Main Street	PC Meeting 1/16/19 1st CC Meeting 1/29/19
			Cultivation		2nd CC Meeting 1/22/19
			Distribution		OPENED: 6/14/19
07/19/18	Timeless Palliative Care Collective, Inc.		Manufacturing	51 Main Street	CC Public Hearing 1/8/19 2nd CC Meeting 1/22/19
			Delivery-Only		
			Distribution		DELIVERY OPERATION Started
08/23/18	River City Farms	Ozomaro	Cultivation	401 6th Street	PC Meeting 3/17/20 1st CC Meeting 3/24/20
			Distribution		Pending Parcel Map
09/18/18	Delta Agricultural holdings, LLC	Maldonado	Manufacturing	402 Jackson Blvd.	PC 6/13/19 1st CC 7/9 2nd CC 7/23
			distribution		
09/20/18	Gallaty Consulting, Inc.	Gallaty	Manufacturing	49 Main Street	PC Public Hearing 12/27/18 1st CC meeting 1/29/19 2nd CC meeting 2/12/19
			Delivery-only		LIMITED OPERATION STARTED
			Distribution		Withdrawn
11/29/18	101 H Street Group LLC	Maldonado		101 H Street	
11/29/18	66 Main Group LLC	Maldonado	Retail Dispensary	66 Main Street	PC Public Hearing 2/05/19 1st CC Meeting 2/12/19 2nd CC meeting 2/26/19
					OPENED: 2/22/20
			Consumption Lounge		Amendment PC 3/17/20

Cannabis Business Permit Master List

12/20/18	WTO Essentials, Inc	Smith	Manufacturing	14719 Hwy 160	PC 6/13/19	
			Distribution		1st CC 7/9/19	
					Amended: CC 11/12/19	
					OPENED:	11/12/19
					Amendment pending	

2019 Applications

5/10/2019	CanDo Cannabis	Lamb	Delivery-only	60 Main Street	PC 7/25/19	
			Distribution		1st CC 8/13/19	
					2nd CC 8/27/19	
5/30/2019	Wook Bros, LLC	Maldonado	Manufacturing	45 Main Street	PC 9/3/19	
			Distribution		1st CC 9/24/19	
					2nd CC 10/8/19	
					Minor Revision PC 10/06/20	
8/15/2019	402 Jackson, LLC	Maldonado	Cultivation	402 Jackson	PC 10/1/19	
			Distribution		1st CC 10/8/19	
					2nd CC 10/22/19	
11/15/2019	LD Deliveries, LLC	Williams	Delivery only	54 Main Street	Tentative SPC 3/17/20	
			Distribution		1st CC 3/24/20	
					2nd CC 4/14/20	

2020 Applications

6/24/2020	Foo Flower LLC	Maldonado	Distribution	46 Main Street	PC 9/01/2020	
					1st CC 9/22/2020	
					2nd CC 10/13/2020	

Updated 2-5-21