



City of Weed

Historic Lumber Town Incorporated 1/25/1961

550 Main Street
P. O. Box 470
Weed, CA 96094

(530) 938-5020

(530) 938-5096 (FAX)

www.ci.weed.ca.us

CITY COUNCIL AGENDA Regular Meeting

Date of Meeting: October 9, 2025

Time of Meeting: 5:30 p.m.

Place of Meeting: City Hall Council Chambers 550 Main Street Weed, CA 96094

Public Comment Link: <https://us02web.zoom.us/j/83074270683?pwd=RkE9V0Mf207RoOigZtZBL7U7tbhQdD.1>

The City of Weed does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (530) 938-5020. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

PUBLIC NOTICE:

GOVERNMENT CODE, TITLE 5. LOCAL AGENCIES [50001. - 57550.] (Title 5 added by Stats. 1949, Ch. 81.) DIVISION 2. CITIES, COUNTIES, AND OTHER AGENCIES [53000. - 55821.] (Division 2 added by Stats. 1949, Ch. 81.), PART 1. POWERS AND DUTIES COMMON TO CITIES, COUNTIES, AND OTHER AGENCIES [53000. - 54999.7.] (Part 1 added by Stats. 1949, Ch. 81.)

CHAPTER 9. Meetings [54950. - 54963.] (Chapter 9 added by Stats. 1953, Ch. 1588.) 54954.2. (a) (2) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

(3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.



I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Council Members: Mark Mazzoni, Ken Palfini, Phet Virasonh, and Melissa Whetstine.

Mayor: Darrell Parham

III. ACCEPTANCE OF AGENDA/ URGENCY ITEMS:

Move to accept agenda as posted or move to add or delete items.

To add item, the Council is required to make a majority decision that an urgency exists (as defined in the Brown Act) and a 2/3rds determination that the need to take action arose subsequent to the agenda being posted.

IV. NON-AGENDA PUBLIC COMMENT

The agenda is a lawful tool used by the City Council to conduct the public's business. Subject to Government Code §54954.3, members of the public have the opportunity to address the legislative body on any item of interest that is within the Council's jurisdiction and not listed on this agenda. Comments relating to items on this agenda will be taken at the time the item is heard.

No action may be taken by the Council on matters not on this agenda. The Council has the discretion to determine the appropriate disposition of the matter presented. Three members of the Council must agree to add the matter to a future agenda. Pursuant to open meeting laws, no discussion or action, other than a referral, shall be taken by the Council on any issue brought forth.

*The Council encourages public participation, but many members of the public will be denied the opportunity to speak and to have Council action taken at a reasonable hour, if at all, if limits on time and decorum are not placed on all speakers. Individual speakers will be limited to **3 minutes each with a 20-minute maximum for public comment**. Additional opportunity for public comment may be available at the end of the meeting at the discretion of the City Council.*

Please keep comments concise and observe time limits. All remarks shall be addressed to the Council as a body and not to a single Council Member or to the audience. No person, other than the Council and persons having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the presiding officer. No question shall be asked of or by a Council Member or City staff except through and with the permission of the presiding officer

V. COUNCIL MEMBER ANNOUNCEMENTS, MEETING REPORTS AND COMMENTS

*Pursuant to Government Code §53232.3(d) members of a legislative body shall provide brief reports on **meetings attended at the expense of the local agency** at the next regular meeting of the legislative body.*

VI. CONSENT AGENDA

All items listed under the Consent Agenda are routine and will be approved by one motion with a vote. There will be no separate discussion of these items unless the Council request specific items be removed prior to the time the Council votes on the motion. All resolutions and ordinances on this agenda, or added hereto, shall be adopted by title only and the full reading thereof is hereby waived.

Any items removed will be considered after the motion to approve the Consent Agenda.

A. Fire Department: By Motion - Council will consider Resolution No. 29-2025 approving fee structure for AB 38 inspections.

B. Administration: By Motion - Council will consider approving the 2025 Holiday Closure schedule.

C. Public Works: By Motion – Council will consider Resolution No. 30-2025 approving the contract to PACE Engineering for City Engineer and authorizing the City Manager to execute the contract.

D. Public Works: By Motion - Council will consider Resolution No. 31-2025 approving On-Call Engineering Pool list and authorizing the City Manager to execute the contracts.

E. Public Works: By Motion - Council will consider Resolution No. 32-2025 approving the City of Weed Policy for Discontinuation of Residential Water Service for Non-Payment.

F. Finance: By Motion – Council will consider Resolution No. 33-2025 establishing credit card convenience fee.

G. Police Department: By Motion - Council will consider Resolution No. 34-2025 declaring K9 Drax retired and approving surplus sale.

H. City Clerk: By Motion – Council will consider approval of the September 11, 2025, Regular Meeting Minutes

I. By Motion: Council will consider approving payment warrants dated September 11, 2025, through September 24, 2025, including any voided warrants and manual issued items totaling \$856,540.23.

J. By Motion: Council will consider approval and filing of the end of month report for September 2025.

VII. ITEMS REMOVED FROM CONSENT

VIII. PPRESENTATIONS & PROCLAMATIONS

A. Audit Presentation – Charles Pillon will present the FY 23/24 Audit for adoption.

B. First 5 Siskiyou Proclamation – Read Across Siskiyou 2025

C. Mayor Proclamation – October 16, 2025, as “Great ShakeOut Earthquake Preparedness Day”

IX. PUBLIC HEARING

A. Council will consider the Planning Commissions recommended changes to the Weed Municipal Code 18.24.300 and hold a public hearing to consider introduction and first reading, by title only, of Ordinance No. 487-2025.

X. COUNCIL BUSINESS

All items listed under the Council Business below require action which may include any and/or all of the following: report, review, consideration, discussion, approval, disapproval, acceptance and rejection. Public input is invited. Individual speakers will be limited to 3 minutes each with a 20- minute maximum per item. As a rule, and unless otherwise expressly permitted by the presiding officer, after a motion is made by a member of the Council on the matter under consideration, no member of the public shall address or be permitted to address the Council.

- A. **Health & Safety:** By Motion – Council will reconsider request for transfer of liquor license as public necessity and convenience for off-sale Type 21 alcoholic beverages at 175 E. Vista Drive, and adopt either Resolution No 35-2025 upholding the decision to deny or Resolution No. 36-2025 approving the transfer as public necessity and convenience.
- B. **Administration:** By Motion – Council will consider introductions and first reading, by title only, of Ordinance No. 488-2025 Amending section 1.05.010 of Chapter 1.04 of Title 1.
- C. **Public Safety:** by **Motion**, Council will consider request from the Weed High School to close Main Street from 10:00am to 11:00am on October 10, 2025, for the Homecoming Parade.
- D. **Building Department:** **Discussion Item with Direction to Staff** – Council will review Resolution 02-2023 regarding Mill Fire setbacks and give direction to staff.
- E. **Public Works:** By Motion – Council will consider change order for City Hall roof asbestos removal.

IX. STAFF REPORTS

X. ADJOURN TO CLOSED SESSION

XI. CLOSED SESSION

- A. Conference with Legal Counsel - Existing Litigation (§54956.9(d)(1))
City Council finds, based on advice from legal counsel, that discussion in open sessions will prejudice the position of the City in the litigation.
Name of Case: Steven Duncan v. City of Weed, California
Case Number: 25CV05223
Names of Parties: Plaintiff Steven Duncan and Defendant City of Weed, California

XII. ADJOURN TO OPEN SESSION

Announcement of action taken, if any, by the City Council in Closed Session required by the Ralph. M. Brown Act (Gov. Code, §§ 54950 et seq.)

XIII. ADJOURNMENT

Staff reports and/or other written documentation pertaining to the items on the agenda are on file in the Office of the City, Clerk and are available for public inspection during normal weekday business hours. Information may be obtained by calling (530) 938-5020. City Council Minutes and Agendas may also be available on the City's website: <http://www.ci.weed.ca.us>. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 550 Main Street during normal business hours, or on the City's website at www.ci.weed.ca.us.

Privileged and confidential documents exempted.

Posting statement: On Monday October 6, 2025, a true and correct copy of this agenda was posted on the front door at 550 Main Street, (city hall).



City of Weed

Agenda Item Summary

Meeting: City Council – 09 Oct 2025

Department: Brian Carter, Fire Chief

Agenda Item Title: A Resolution of the City Council to creating fee structure for AB 38 inspections.

Staff Recommendation: Staff recommend the Council approve Resolution No. 29-2025 establishing fee for real property inspections required by AB 38.

Summary: California Assembly Bill 38 (AB 38) requires sellers of real property in high or very high fire hazard severity zones to provide buyers with documentation proving compliance with defensible space requirements.

This disclosure became effective on July 1, 2021, and mandates a [Defensible Space Inspection \(DSI\)](#) to ensure properties have the necessary buffer zones to slow or stop fire. If the seller cannot provide this documentation by the close of escrow, they can enter a written agreement with the buyer, who then agrees to obtain the necessary documentation within one year of the close.

Fiscal impact: Fees were calculated to keep the city as close to net zero as possible.

Environmental Review: N/A

Attachments: Resolution No. 29 -2025

RESOLUTION NO. 29-2025
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED
ESTABLISHING FEE FOR CALIFORNIA ASSEMBLY BILL 38 (AB 38) RESIDENTIAL
PROPERTIES IN HIGH OR VERY HIGH FIRE SEVERITY ZONES INSPECTION REQUIREMENTS.

WHEREAS, the City Council of the City of Weed finds that certain fees are necessary to offset the cost of required inspections

WHEREAS, the proposed fee is as follows:

AB 38 Inspection Fee	\$115.00*
<i>*Additional fee required if reinspection is necessary</i>	

FURTHER, BE IT RESOLVED by the City Council that the above noted fee is hereby approved and adopted, which may, from time to time, be revised as determined by the City Council.

I HEREBY CERTIFY the foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Weed held the 9th day of October 2025, by the following vote, to wit:

AYES: Council Members

NOES:

ABSENT:

Mayor

ATTEST:

City Clerk



The City of Weed Fire Department

Fire Prevention & Life Safety

128 Roseburg Parkway Weed CA 96094
www.ci.weed.ca.us

APPLICATION FOR AB 38 Fire Safety Inspection

Fire Safety Real Estate Disclosure Inspection is \$115.00 (additional fee required if reinspection is needed)
Fees Must be paid prior to inspection, contact City Hall at 530-938-5020 to make payment.
Please email request form to brian.carter@ci.weed.ca.us

APPLICANT INFORMATION

Realty Company Name:

Agents Name:

City:

Zip:

Agents Phone Number:

Agents Email address:

PROPERTY OWNER INFORMATION:

Name:

Email:

Address:

City:

Zip:

Cell Number:

As the property owner and/or Power of Attorney of the above-named inspection address, by signing below, I authorize the City of Weed Fire Department to enter onto the named property to conduct a defensible space inspection to ensure code compliance pursuant to Section 51178 of the Government Code, Section 4291 of the Public Resources Code, or other applicable statutes, regulations, and local vegetation management ordinances.

More information can be found on our website. www.ci.weed.ca.us/page/fire

FOR FIRE DEPARTMENT USE ONLY

Received Date:

Paid: (verify with City Hall)

Assigned:

Inspection Dates:

AB 38 Compliant work has been completed.

Inspector Signature: _____ Date: _____



City of Weed

Agenda Item Summary

Meeting: City Council – 9 Oct 2025

Department: Dustin Stambaugh, City Manager

Agenda Item Title: City Hall Holiday Closure.

Staff Recommendation: Staff recommends council approve the closure of City Hall from noon (12:00pm) Christmas Eve December 24, 2025 to January 5, 2026, reopening at 7:30 am.

Summary: Starting in 2020, the City of Weed successfully implemented a holiday closure schedule because the week of Christmas through New Year's Day is typically the slowest time of the year for doing business at City Hall.

Currently, the City of Weed is scheduled to be closed on Thursday, December 25th (Christmas Day) and January 1st (New Year's Day). City Hall will also be closing at 12:00pm (noon) on Christmas Eve, reopening January 5, 2026.

By closing City Hall and allowing the employees at City Hall to take 3.5 days of vacation (Half Day December 24, as well as all day December 29, 30, 31,) it accomplishes multiple goals:

1. The city would save approximately \$2,000 in utilities by having certain offices/buildings closed during the break.
2. It would allow some departments to give their employees time off for the holidays and thus reduce the headaches of scheduling staff during an extremely slow week at City Hall.
3. Employees would be free to take off vacation which could take up to nearly \$7,000 of vacation accruals off the books.

The proposed closure is for non-public safety offices and does not include the Weed Fire and Police Departments or other emergency call-out services (water and sewer line breaks/repairs).

Alternative Actions:

1. By motion, approve the amended schedule for City Hall
2. By motion, deny the approval of the amended schedule for City Hall



City of Weed

Agenda Item Summary

Meeting: City Council – 10/9/2025

Department:

Administration/Public Works

Agenda Item Title:

**Approval of Professional Services Agreement with
PACE Engineering, Inc. for City Engineering
Services**

Staff Recommendation:

Staff recommend that the City Council approve the Professional Services Agreement with PACE Engineering, Inc. to serve as the City Engineer and authorize the City Manager to complete the agreement.

Summary:

On August 13, 2025, the City of Weed issued a Request for Qualifications (RFQ) for City Engineering Services. The RFQ outlined responsibilities including capital improvement program management, technical evaluation of projects, design and construction oversight, utility and right-of-way coordination, compliance with federal, state, and local regulations, and support for planning and development review.

Two firms submitted Statements of Qualifications by the September 15, 2025 deadline:

- Civil West Engineering Services, A Verdantas Company – based in Medford, Oregon, with extensive municipal engineering experience across Oregon and prior collaboration with the City of Weed.
- PACE Engineering, Inc. – based in Redding, California, with nearly fifty years of engineering services in Northern California, including long-standing service to the City of Weed and surrounding communities.

Attached for Council consideration is the Professional Services Agreement with PACE Engineering, Inc. The agreement commences October 9, 2025, for an initial three-year term, with the option of two additional one-year extensions at the City's discretion. Engineering services will be provided on a task-order basis as requested by the City Manager or designee.

Fiscal impact:

Costs for services under this Agreement will be incurred on a task-order basis. Funding will be drawn from the designated accounts for professional services.

Alternative Actions:

- Approve the Professional Services Agreement with PACE Engineering, Inc. as recommended.
- Decline to approve the agreement and direct staff to reinitiate the RFQ process.
- Select Civil West Engineering Services and direct staff to negotiate an agreement with them.
- Provide an alternative direction to staff.

Environmental Review:

Approval of this Agreement is not a project under CEQA and is therefore exempt from environmental review.

Attachments:

- Request for Qualifications – City Engineering Services (August 13, 2025).
- Statement of Qualifications – Civil West Engineering Services (September 15, 2025).
- Statement of Qualifications – PACE Engineering, Inc. (September 12, 2025).
- Professional Services Agreement – City of Weed / PACE Engineering, Inc.

RESOLUTION NO.30-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED TO
APPROVE CONTRACT WITH PACE ENGINEERING
FOR CITY ENGINEERING SERVICES AND AUTHORIZING
THE CITY MANAGER TO SIGN

Whereas, on August 13, 2025, the City of Weed released a Request for Qualification for City Engineering Services seeking to retain firms to provide engineering services. The term of these contracts will be five (5) years, and;

Whereas, On September 15, 2025, the City of Weed received two (2) Statements of Qualifications (SOQ); and

Whereas, the City of Weed staff reviewed the SOQ selected PACE Engineering as the City of Weed City Engineer; and

Now therefore be it resolved; that the City Council of the City of Weed approves the contract with PACE Engineering for three years with an optional two additional years and authorizes the City Manager to execute the contract.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council held the 9th day of October 2025 by the following vote, to wit:

AYES: Council Member

NOES:

ABSENT:

Mayor, City of Weed

City Clerk

Professional Services Agreement–City of Weed

**PROFESSIONAL SERVICES AGREEMENT
FOR PROFESSIONAL ENGINEERING SERVICES
(City of Weed / PACE Engineering, Inc.)**

1. IDENTIFICATION

This PROFESSIONAL ENGINEERING SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Weed, a California municipal corporation (“City”), and PACE Engineering, Inc., a California corporation (“Consultant”).

2. RECITALS

- 2.1. The City has determined that it requires the following professional services from a consultant: Contract City Engineer services as described in
- 2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education, and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions outlined in this Agreement.
- 2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- 3.1. “Design Professional”: A Design Professional is any individual satisfying one or more of the following: (1) licensed as an architect pursuant to Business and Professions Code 5500 et seq., (2) licensed as a landscape architect pursuant to Business and Professions Code 5615 et seq., (3) licensed as a professional land surveyor pursuant to Business and Professions Code 8700 et seq., or (4) registered as a professional engineer pursuant to Business and Professions Code 6700 et seq.
- 3.2. “Scope of Services”: Such professional services as are outlined in Consultant’s 12 September 2025 proposal to City attached hereto as Exhibit A, as well as any executed Task Orders attached as Exhibits, which shall be incorporated herein by this reference.
- 3.3. “Agreement Administrator”: The Agreement Administrator for this project is Seth Petrie, Principal Engineer. The Agreement Administrator shall serve as the primary point of contact for the City regarding this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. City reserves the right to change this designation upon written notice to Consultant
- 3.4. “Approved Fee Schedule”: Consultant’s compensation rates are outlined in the fee schedule attached hereto as Exhibit A and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.
- 3.5. “Commencement Date”: 9 October 2025.
- 3.6. “Agreement Period”: The term of this Agreement shall be for three (3) years commencing on the Commencement Date and expiring three (3) years thereafter, unless terminated earlier in accordance with this Agreement. The City shall have the option, in its sole discretion, to extend the Agreement for up to two (2) additional one-year terms upon written notice to Consultant before the expiration of the then-current term.

4. Agreement Period

The period of this Agreement shall commence at 12:00 a.m. on the Commencement Date. It shall expire at 11:59 p.m. on the date three (3) years thereafter, unless extended by the City pursuant to Section 3.6 ("Agreement Period"), or terminated earlier under Section 18 ("Termination") below.

5. CONSULTANT'S DUTIES

- 5.1. **Services.** Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement via Task Order or other written instrument.
- 5.2. **Coordination with City.** In performing services under this Agreement, the Consultant shall coordinate all contact with the City through its designated Agreement Administrator.
- 5.3. **Budgetary Notification.** Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the authorized amount for any active Task Order. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, whenever it appears that the remaining work on such assignments would exceed the amount authorized in the applicable Task Order.
- 5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.
- 5.5. **Professional Standards.** Consultant shall perform all work to the standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict-of-interest provisions of Government Code § 1090, and the Political Reform Act (Government Code § 81000 et seq.).

- 5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.
- 5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be conducted by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Seth Petrie, Principal Engineer, shall be the Consultant's project administrator and shall have direct responsibility for the management of the Consultant's performance under this Agreement. No change shall be made in the Consultant's project administrator without the City's prior written consent.
- 5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitute a promise to the City that those persons will perform and coordinate their respective services under this Agreement. Should one or more such personnel become unavailable, the Consultant may substitute other personnel of at least equal competence, provided written approval is obtained from the City. If City and Consultant cannot agree to the substitution of key personnel, City may terminate this Agreement for cause.
- 5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but is not limited to, professional licenses, encroachment permits, and building and safety permits and inspections.
- 5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership, or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.
- 5.11. **Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any more extended period required by law, from the date of final payment to

Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING

- 6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.
- 6.2. **Consultant Responsible.** The Consultant shall be responsible to the City for all services to be performed under this Agreement.
- 6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit A. The Agreement Administrator must approve any changes in writing as an amendment to this Agreement.

7. COMPENSATION

- 7.1. **General.** The City agrees to compensate the Consultant for the services provided under this Agreement, and the Consultant agrees to accept payment in accordance with the Fee Schedule attached hereto as Exhibit A. Compensation shall be based solely on the specific amounts authorized in approved Task Orders. Consultant shall not be reimbursed for any expenses unless expressly authorized in a Task Order or in writing by the City in advance.
 - 7.1.1. When City determines a need exists for any of the services specified in Exhibit A to this Agreement, City and Consultant may execute a "Task Order" detailing the specific services needed, the applicable fees therefor in accordance with Exhibit A to this Agreement, and the time for completion of such services by Consultant. Each Task Order shall be attached to this Agreement as a

sequentially identified Exhibit and thereby incorporated by reference. Consultant shall only perform services under this Agreement pursuant to a Task Order approved and executed by the City.

- 7.2. **Invoices.** Consultant shall submit to the City an invoice, every month or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification or position within the firm, including the corresponding hourly rate, hours worked, a description of each labor charge, and the total amount due for labor charges.
- 7.3. **Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law. Consultant shall be solely responsible for calculating, withholding, and paying all taxes.
- 7.4. **Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in invoices submitted by the Consultant.
- 7.5. **Additional Work.** Consultant shall not be reimbursed for any expenses incurred for work performed outside the Scope of Services unless prior written approval is given by the City through a fully executed written amendment. Consultant shall not undertake any such work without prior written approval of the City.
- 7.6. **City Satisfaction as Precondition to Payment.** Notwithstanding any other terms of this Agreement, no payments shall be made to Consultant until City is satisfied that the services are satisfactory.
- 7.7. **Right to Withhold Payments.** Suppose Consultant fails to provide a deposit or promptly satisfy an indemnity obligation described in Section 11. In that case, City shall have the right to withhold payments under this Agreement to offset that amount.

8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on specific “public works” and “maintenance” projects including the design and preconstruction phases of a covered public works project. Consultant shall defend, indemnify, and hold the City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents, or other written material, and all electronic files, including computer-aided design files, developed by Consultant in the performance of this Agreement (such written material and electronic files are collectively known as “written products”) shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

10. RELATIONSHIP OF PARTIES

- 10.1. **General.** Consultant is, and shall at all times remain, as to the City, a wholly independent contractor.
- 10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant’s employees, except as outlined in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner, employees of City.
- 10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant’s previously earned California Public Employees Retirement System (“CalPERS”) retirement benefits, if any, and Consultant assumes explicitly the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations, including, but not limited to: social security taxes, income tax withholding,

unemployment insurance, disability insurance, workers' compensation, and other applicable federal and state taxes.

- 10.4. **Indemnification of CalPERS Determination.** Suppose Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City. In that case, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

- 11.1. **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officials, officers, agents, employees, and volunteers.
- 11.2. **Consultant to Indemnify City.** Where the services to be provided by Consultant under this Agreement are design professional services, as that term is defined under Civil Code Section 2782.8, Consultant agrees to indemnify, defend and hold harmless, the City, its officers, officials, employees and volunteers from any claims, demands, costs or liability that actually or allegedly arise out of, or pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant and its agents in the performance of services under this contract, but this indemnity does not apply to liability for damages for bodily injury, property damage or other loss, arising from the sole negligence, active negligence or willful misconduct by the City, its officers, official employees, and volunteers. Suppose it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of the City. In that case, Consultant's indemnification and defense obligations shall be reduced in proportion to the

established comparative liability of the City. They shall not exceed the Consultant's proportionate percentage of fault.

As respects all acts or omissions which do not arise directly out of the performance of design professional services, including but not limited to those acts or omissions typically covered by general and automobile liability insurance, and to the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, officials, agents, employees, and volunteers from and against any claims, demands, losses, liability of any kind or nature (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorney's fees and expenses, court costs, interest, defense costs, and expert witness fees) where the same arise out of, are in connection with, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or sub-contractors of Consultant, excepting those which arise out of the active negligence, sole negligence or willful misconduct of the City, its officers, officials, employees and volunteers.

- 11.3. **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential, or otherwise. Property damage shall consist of injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole negligence, active negligence, or willful misconduct of the City. Suppose it is finally adjudicated that liability is caused by the comparative negligence or intentional misconduct of an indemnified party. In that case, Consultant's indemnification obligation shall be reduced in proportion to the established comparative liability.
- 11.4. **Attorneys' Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of the City's choice, expert fees, and all other costs and fees of

litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs, or expenses if it is adjudicated to have been non-negligent.

- 11.5. **Defense Deposit.** The City may request a deposit for defense costs from the Consultant in the event of a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.
- 11.6. **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to the City.
- 11.7. **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.
- 11.8. **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to apply to the claim, demand, damage, liability, loss, cost, or expense.
- 11.9. **Civil Code.** The parties are aware of the provisions of Civil Code Section 2782.8 relating to indemnification, the duty, and the cost to defend a public agency by a Design Professional, and agree that this Section 11 complies therewith.

12. INSURANCE

- 12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.
- 12.2. **Documentation of Insurance.** The City will not execute this agreement until it has received a complete set of all required documentation for insurance coverage. However, failure to obtain the necessary documents before the

commencement of work shall not waive the Consultant's obligation to provide them. Consultant shall file with the City:

- Certificate of Insurance.
- Documentation of Best's rating acceptable to the City.
- Original endorsements affecting coverage for all policies required by this Agreement.
- Complete, certified copies of all required insurance policies, including endorsements affecting the coverage.

12.3. Coverage Amounts. Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: \$2,000,000 per occurrence,
\$4,000,000 aggregate
- General Liability:
 - General Aggregate: \$4,000,000
 - Products Comp/Op Aggregate \$4,000,000
 - Personal & Advertising Injury \$2,000,000
 - Each Occurrence \$2,000,000
 - Fire Damage (any one fire) \$ 100,000
 - Medical Expense (any one person) \$ 10,000
- Workers' Compensation:
 - Workers' Compensation Statutory Limits
 - EL Each Accident \$1,000,000
 - EL Disease – Policy Limit \$1,000,000
 - EL Disease – Each Employee \$1,000,000
- Automobile Liability
 - Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the City as additional insured. Furthermore, the criteria for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or

(2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured.

- 12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited, or restricted Occurrence forms are not acceptable.
- 12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code, which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.
- 12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned, if any, non-owned, and hired automobiles and trucks.
- 12.7. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed \$50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- 12.8. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis, the Retroactive Date must be specified and must be before the contract date or the commencement of contract work. Claims-Made Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date before the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

- 12.9. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of Weed must be endorsed as an additional insured for each policy required herein, other than Professional Errors and Omissions, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as a result of the Consultant's work. Any insurance, pooled coverage, or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
- 12.10. **Failure to Maintain Coverage.** In the event any policy is canceled before the completion of the project and the Consultant does not furnish a new certificate of insurance before cancellation, the City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.
- 12.11. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such evidence will be furnished at least two weeks before the expiration of the coverage. The name and address for Additional Insured Endorsements, Certificates of Insurance, and Notices of Cancellation are: City of Weed, Attn: Sandra Duchi, 550 Main Street, Weed, California 96094.
- 12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to the City. Any insurance or self-insurance maintained by the City and/or its officers,

employees, agents, or volunteers shall be in excess of Consultant's insurance and shall not contribute to it.

12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or by providing proof of such waiver in the policy itself. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. Still, this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer. However, the Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Consultant, its employees, agents, and subcontractors.

12.14. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.

12.15. **Premium Payments and Deductibles.** The consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of the ability to pay for losses, related investigations, claim administration, and defense expenses within the retention amounts. Ultimately, the City must approve all such amounts before execution of this Agreement. City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein is subject to the City's approval.

12.16. **Duty to Defend and Indemnify.** The foregoing insurance requirements shall not limit Consultant's duties to defend and indemnify City under this Agreement and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents, and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.

13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Dustin Stambaugh
City Manager
City of Weed
550 Main Street
Weed, CA 96094
Telephone: (530)938-5020
Facsimile: (530)938-5096

If to Consultant

Seth Petrie
5155 Venture Parkway
Redding, CA 96002
Telephone: (530)244-0202
Facsimile: (530)244-1978

With courtesy copy to:

David J. Ruderman, Esq.
Weed City Attorney
Colantuono, Highsmith & Whatley, PC
420 Sierra College Drive, Suite 140
Grass Valley, CA 95945
Telephone: (530) 432-7357
Facsimile: (530) 432-7356

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 6.11 (Records), paragraph 11.4 (Indemnification of CalPERS Determination), Section 12 (Indemnity), paragraph 13.8 (Claims-Made Policies), paragraph 14.2 (Consultant Cooperation in Defense of Claims), and paragraph 19.1 (Confidentiality) of this Agreement shall survive the

expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

- 16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials, or other tangible things shall be returned to the City upon the termination or expiration of this Agreement.
- 16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.
- 16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.
- 16.4. **Remedies.** City retains any available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

- 17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.

- 17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.
- 17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form, and vice versa; likewise, the plural shall be substituted for the singular form, and vice versa, wherever the context requires.
- 17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such an event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

- 18.1. **Confidentiality.** All data, documents, discussions, or other information developed or received by Consultant for performance of this Agreement are deemed confidential, and Consultant shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to the City upon the termination or expiration of this Agreement.
- 18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee

working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid, nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

- 18.3. **Non-assignment.** Neither party shall delegate, transfer, subcontract, or assign its duties or rights hereunder, either in whole or in part, without the other party's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.4. **Binding on Successors.** This Agreement shall be binding on the parties' successors and assigns.
- 18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.
- 18.6. **Time of the Essence.** Time is of the essence for every provision of this Agreement.
- 18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions, or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available

to employees and applicants for employment, the provisions of this nondiscrimination clause.

- 18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.
- 18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond control and without the fault or negligence of Consultant.
- 18.10. **Remedies Non-Exclusive.** Each right, power, and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers, or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers, or remedies.
- 18.11. **Attorneys' Fees.** In the event of a dispute arising out of the terms of this Agreement, including any action brought to declare the rights granted herein or to enforce any of the terms of this Agreement, the party prevailing in such dispute shall be entitled to all reasonable costs and litigation expenses actually incurred, including fees of attorneys and expert witnesses.
- 18.12. **Venue.** The venue for any litigation shall be Siskiyou County, California, and Consultant hereby consents to jurisdiction in Siskiyou County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.
- 18.13. **Counterparts; Electronic Signatures.** This Agreement may be signed in one or more counterparts, each of which shall be deemed an original, but all of which together shall be the same instrument. The parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be

considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, “electronic signature” shall include faxed or emailed versions of an original signature, electronically scanned and transmitted versions (e.g., via PDF) of an original signature, or a digital signature.

[Signatures on the following page]

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”
City of Weed

“Consultant”
PACE Engineering, Inc.

By: _____
Signature

By: _____
Signature

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

By: _____
Signature

By: _____
Sandra Duchi, City Clerk

Printed: _____

Date: _____

Title: _____

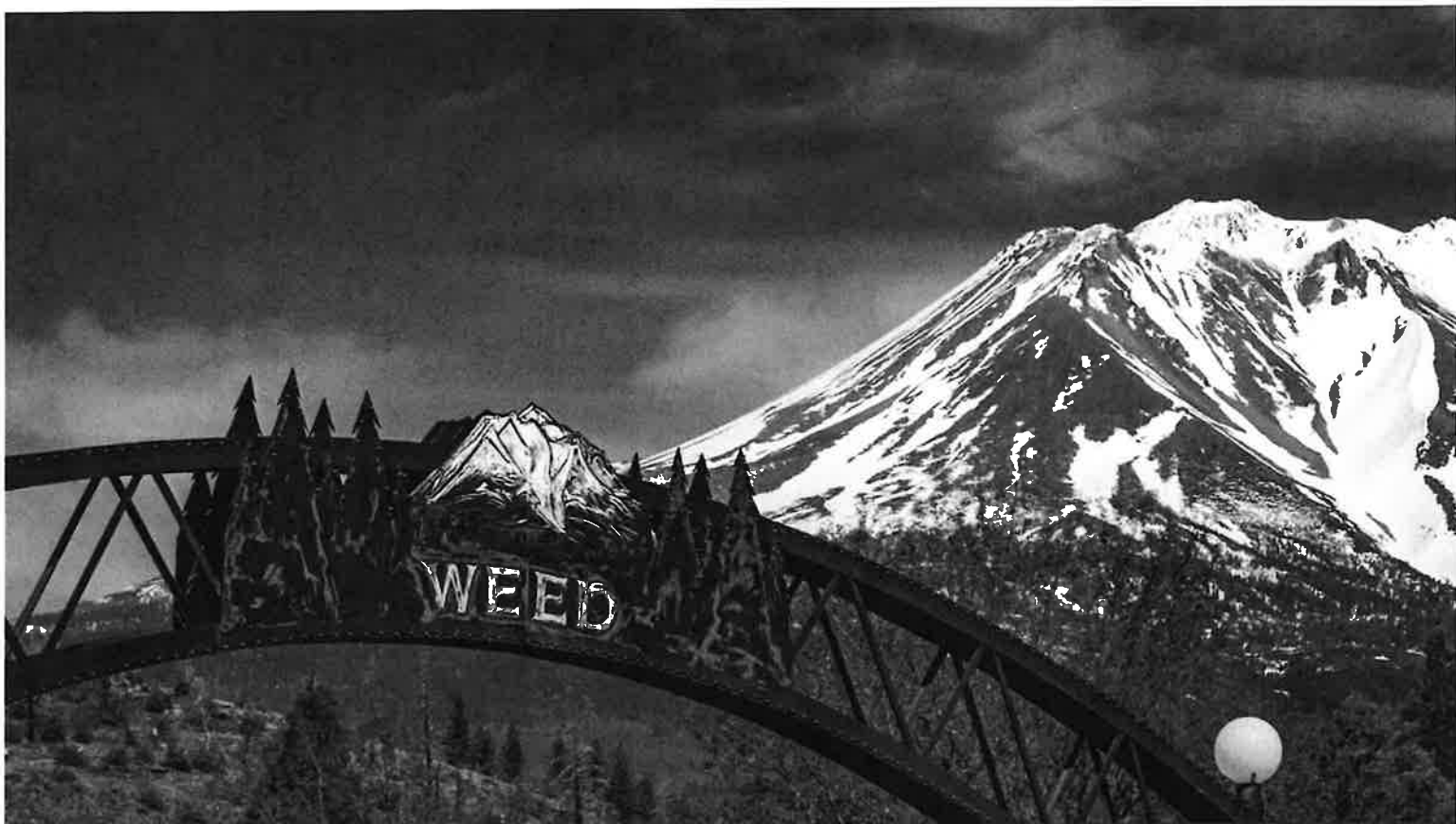
Date: _____

Approved as to form:

By: _____
David J. Ruderman, City Attorney

Date: _____

Exhibit A



STATEMENT OF QUALIFICATIONS

Prepared for the City of Weed

CITY ENGINEERING SERVICES



IMPROVING THE LIVES OF OUR PEOPLE & LOCAL COMMUNITIES

5155 VENTURE PARKWAY · REDDING, CA 96002 · (530) 244-0202 · PACEENGINEERING.US



Complete Engineering Services with Attention to Individual Client Needs

September 12, 2025

City of Weed
550 Main Street
Weed, CA 96094

Subject: Statement of Qualifications for City Engineering Services

PACE Engineering, Inc. (PACE) is pleased to submit our Statement of Qualifications for your consideration to provide City Engineering Services for the City of Weed. We have an outstanding track record of providing similar services to the City of Weed and many other communities throughout Northern California. Our depth of experience, breadth of services, local expertise, and exceptional customer care differentiate PACE from other firms; we offer the best of a large firm with the personal touch of a small firm.

PACE is qualified to provide engineering and surveying services for the following types of municipal facilities and operations:

- Civil, electrical, mechanical, and structural engineering
- Domestic water distribution, pumping, supply, and treatment
- Sanitary sewer collection, pumping, treatment, and disposal
- Storm drainage collection and retention
- Arterial, collector, and local streets
- Municipal parks and recreation areas
- Buildings and remodeling
- Land surveying, aerial mapping, 3D scanning, and drone surveys
- Construction inspection and contract administration
- City Engineering Services

Over the last forty-nine years, our firm has consistently demonstrated our ability to manage complicated projects from a wide range of funding sources. As a testament to our work, the majority of our clients have done more than one project with us, and the majority of the municipalities we work with have more than a twenty-six-year relationship with us. For some of our clients, we have performed engineering services consistently for nearly fifty years. Our cutting-edge employee-ownership program keeps our best employees engaged year after year and ensures that all are vested in delivering excellent solutions.

Please contact me at (530) 244-0202 if I can assist you in any way.

Sincerely,

A handwritten signature in dark ink, appearing to read "Seth Petrie", written over a light-colored background.

Seth Petrie
Principal Engineer

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COMPANY OVERVIEW AND QUALIFICATIONS

PACE AT A GLANCE

PACE Engineering, Inc. (PACE) was established in 1976 and has provided engineering and surveying services in Northern California for nearly fifty years. We are a multi-discipline, employee-owned engineering/consulting firm located in Redding, California, specializing in water, wastewater, civil, structural, mechanical, plumbing, and electrical engineering, as well as instrumentation and controls and surveying and mapping services. Our broad range of services allows us to meet the needs of our clients, from large organizations to small businesses, including architectural firms, city and county agencies, contractors, developers, homeowners, land trusts, non-profits, schools, colleges, public utilities, hospitals, and tribal communities. We currently provide engineering services throughout the North State, from Yreka to Williams and from Orick to Susanville. As a firm, PACE has extensive experience in providing the personnel and services needed to complete major public works projects from the planning stage through construction and operation.

Currently, eighty employees, including twenty-three licensed civil engineers, five licensed electrical engineers, three licensed mechanical engineers, and five licensed land surveyors, make up our professional team. Four of our civil engineers are also licensed structural engineers. We offer a full range of services including master planning and feasibility studies; rate studies; preliminary design; project funding procurement; final design including construction plans and specifications; construction cost estimating; contract administration; construction observation services; and contract operations of water and wastewater treatment facilities.

Every project presents unique challenges pertaining to the proper balance between client desires and expectations, available funding, and satisfaction of regulatory requirements. PACE prides itself in our ability to work with all stakeholders involved to deliver a project that meets these expectations. It starts with proactive project management and effective communication between parties. Our project managers are trained to lead this communication effort from project inception through final construction, startup, and operations.



COMPANY OVERVIEW AND QUALIFICATIONS

Principal Shareholders:

Paul J. Reuter, Managing Engineer, President, CEO
Shawn Wade, Principal Engineer, Secretary, CFO
Robert F. Harp, Principal Engineer, Vice President
Anthony A. Bowser, Principal Engineer, Vice President
Laurie McCollum, Principal Engineer, Vice President
Seth Petrie, Principal Engineer, Vice President
Jesse Lenaker, Principal Surveyor, Vice President

Staff Shareholders:

Calvin Abshier, Bryan Barnes, Jessica Chandler, Nathan Chandler, Paige Cibart, Jen Collins, Bryan Gentles, Tammy Hale, Quinn Harnett, Nicole Harris, Garrett Hattenhauer, Wesley Inman, Troy Jones, Eli Jurisich, Jeffrey Krantz, Keith Krantz, Karalee Layton, James Litts, Duayne Loucks, Grant Maxwell, Sean McGuigan, Adam Miller, Chris Needham, Curtis Paget, Nicholas Peck, Ignacio Sanchez, Kellyn Smith, Ryan Turner, Michael Walters, and Steve Wilson

Firm Established: April 15, 1976

Number of Employees:

80 total employees (35 licensed engineers and land surveyors, 17 staff engineers, 11 administrative, and 17 technical)

Professional Licenses:

California

Civil..... 23
Structural..... 4
Electrical..... 5
Mechanical 3
Land Survey 5

Colorado

Civil..... 1

Montana

Electrical..... 1

Nevada

Electrical..... 1

Oregon

Civil 1
Structural 1
Electrical 1
Mechanical 1

Washington

Electrical..... 1

Educational Degrees:

B.S. Engineering 39
M.S. Engineering 9
B.S. Geomatics 2

Professional Services Annual Dollar Volume: Approximately \$22,000,000

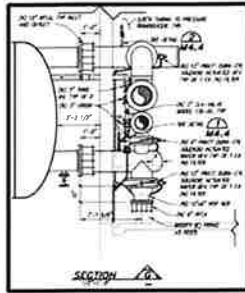
Approximate Number of Completed Projects: +25,000



COMPANY OVERVIEW AND QUALIFICATIONS

WATER AND WASTEWATER ENGINEERING

PACE prepares water and sewer feasibility studies and master plans throughout Northern California. Our engineers design water distribution and sewer collection systems that include treatment plants, wells, booster pump stations, reservoirs, lift stations, and other related facilities for public agencies. We use InfoWater Pro and InfoWorks ICM Ultimate by Autodesk® for water system hydraulic and sewer system capacity analyses; both programs interface with GIS.



PACE's water and wastewater design team, managed by Laurie McCollum, Principal Engineer, includes twelve licensed engineers, five of whom have master's degrees in environmental engineering. All have extensive experience managing PACE's water and wastewater projects from early planning stages through final construction, including:

- Water Distribution and Collection System Design
- Water Storage Tank Design
- Project Funding Assistance
- Water Well Design
- Water and Wastewater Treatment Plant Design
- Master Water and Sewer Plans
- Permit Assistance
- Preliminary Engineering Reports
- Utility Rate Studies
- Watershed Sanitary Surveys
- Water and Sewer Hydraulic Modeling
- Particle Count Demonstration Studies
- Pilot Studies

"The members of the Board of Directors of Bella Vista Water District express their sincere appreciation to PACE Engineering and their staff for the outstanding effort put forth on the Wintu Pump Station and Water Treatment Expansion Project, which was completed on schedule and on budget and brought this District into full compliance with the Surface Water Treatment Rule."

*~Board of Directors,
Bella Vista Water District*

We provide expertise with local, state, and federal funding sources, which has proven to be a great benefit to our municipal clients. We understand the importance of a thorough and well-thought-out master planning effort for the long-term viability of water and wastewater systems. The scopes of work for master plans are tailored to the client's needs and are often dictated by available monetary resources. We can work effectively with clients to prepare a scope of work that best fits their available resources yet provide the necessary technical and financial information to meet expectations.

COMPANY OVERVIEW AND QUALIFICATIONS

STRUCTURAL ENGINEERING

PACE's structural engineering team includes seven licensed civil engineers, four of whom are also licensed structural engineers, and one staff project engineer. They have a broad range of design experience ranging from retaining walls to multi-story buildings and bridges. Our structural engineering team also has extensive experience with complete building design services for offices, industrial and processing facilities, and warehouses.



Design Capabilities:

Bridges

- Steel
- Concrete
- Timber
- Falsework Design

Building Design

- Commercial
- Industrial
- Institutional
- Residential

Water and Wastewater Facilities

- Tanks
- Basins
- Filters

Foundations

- Prefabricated Metal Buildings
- Shallow Foundations
- Deep Foundations

Construction Inspection and Testing:

- Masonry, Concrete, Steel, and Wood
- Quality Control Observation
- Paint and Coating Application
- Roofing

Computer Analysis:

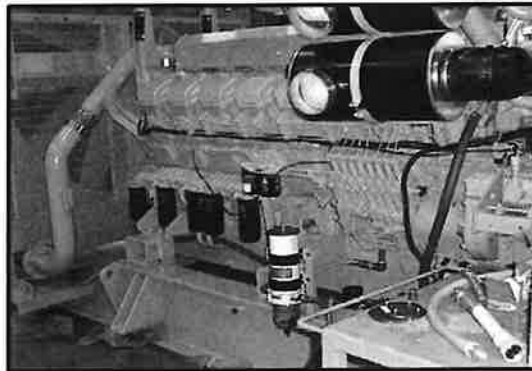
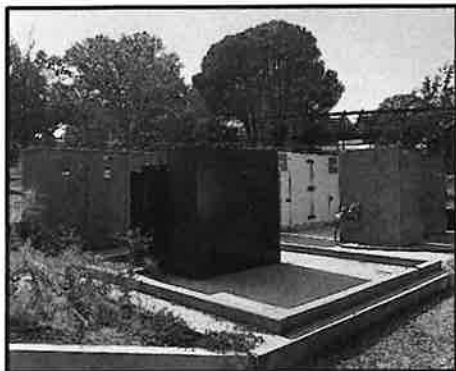
- Cold-Formed Steel Design
- Two- and Three-Dimensional Truss and Frame Analysis
- Computer-Aided Drafting



COMPANY OVERVIEW AND QUALIFICATIONS

ELECTRICAL ENGINEERING

PACE has experience in a wide range of electrical engineering responsibilities and continues to expand capabilities to keep up with changing technology. Our range of electrical design projects includes water/wastewater facilities, industrial facilities, schools, healthcare facilities, commercial office buildings, commercial retail spaces, and sports field lighting.



Some of our specialty design projects consist of power distribution for water/wastewater facilities, standby power systems consisting of generators and/or solar photovoltaic systems, and 12kV substation design.

In order to meet project demands, PACE's Electrical Engineering Department is capable of performing all of the following tasks:

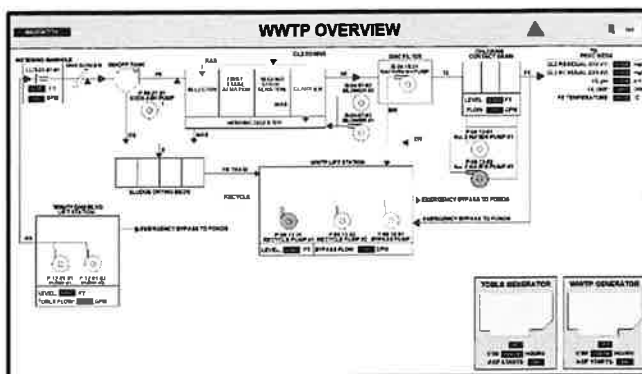
- Electrical Power Distribution and Controls
- Medium Voltage Power Distribution and Controls
- Standby Generation Facilities
- Photovoltaic System Design and Analysis
- Protective Device Studies and Arc Flash Hazard Analysis
- Lighting System Design/Photometric Analysis
- Fire Alarm Design
- Conformance to CA Energy Codes, HCAI, and DSA Standards
- Conformance to LEED Certification Standards
- Experience with the Latest Versions of AutoCAD and Revit

PACE's Electrical Engineering Department, led by Anthony Bowser, Principal Engineer, includes four licensed engineers and is dedicated to meeting the needs of our clients. The goal for each project is to deliver a thorough and complete design within schedule that meets or exceeds expectations without compromising our integrity.

COMPANY OVERVIEW AND QUALIFICATIONS

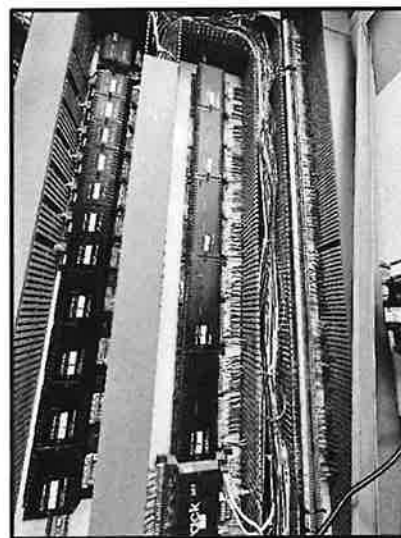
INSTRUMENTATION AND CONTROLS (I&C) ENGINEERING

PACE has experience in a wide range of I&C engineering responsibilities and continues to expand our capabilities to keep up with changing technology. Our range of I&C design projects includes water/wastewater facilities, industrial complexes, and agriculture control systems.



PACE's I&C engineering team is responsible for providing all of the following services:

- Process and Instrumentation Diagrams
 - Functional Descriptions
 - Control Diagrams
 - Control Panel Elevations/Sizing
- Radio System Architecture
 - Specifications
 - Construction Administration Services
- Field Services
 - Maintenance/Troubleshooting of Existing Systems
 - Radio Path Surveys
 - Functional Acceptance Testing
- SCADA Screen Development
 - Screen Development – Wonderware, ClearSCADA
 - Tag Migration with PLC
 - Complete Bench Testing
- PLC Software Development
 - PLC Programming – Rockwell/Allen Bradley, GE, Siemens, Schneider Electric
 - Control Logic Development
 - Tag Library
 - Complete Bench Testing



PACE's I&C Engineering Department, led by Anthony Bowser, Principal Engineer, includes two licensed electrical engineers who specialize in control system design and implementation. Delivering a control system platform that exceeds our client's expectations is our main goal for each and every project.

COMPANY OVERVIEW AND QUALIFICATIONS

CIVIL ENGINEERING

PACE's civil design team offers diversified capabilities to suit the needs of both public and private clients. Our experience in land development includes site and utility design of water/wastewater facilities, industrial facilities, schools, healthcare facilities, commercial office buildings, commercial retail spaces, roadways, and storm drain facilities. This broad experience enables our team to provide exceptional design services for a variety of projects. Our team has completed dozens of projects from overseeing subdivisions to grading and utility plans for public and private developments.



Subdivision and site engineering capabilities include:

- Feasibility Studies
- Land Development Planning
- Site Layout, Roadway, Parking, and Accessibility Design
- Grading Design and Analysis
- Utility Design and Coordination
- Hydrology/Hydraulic/Stormwater Analysis and Reports
- Low-Impact Development (LID) Design and MS4 Compliance
- Erosion Control Design and SWPPP Preparation and Execution
- GIS Services for Asset Management



PACE's civil design team, managed by Seth Petrie, Principal Engineer, includes four licensed engineers, two of whom are registered Qualified SWPPP Practitioners/Qualified SWPPP Developers (QSPs/QSDs). Our team is knowledgeable in all areas of site design and endeavors to use creative solutions to exceed the expectations of our clients.

Site design project examples include Plumas County, Tehama County, and Shasta County administration buildings, Redding Bank of Commerce, The Vistas Assisted Living, Good News Rescue Mission, Shasta College, North Cottonwood School, Dollar General stores, and multiple other commercial, educational, and healthcare developments.

The team's experience with public as well as private clients provides a well-rounded perspective for the process of land development, which provides a healthy interface between our City clients and their private clientele.



COMPANY OVERVIEW AND QUALIFICATIONS

MECHANICAL ENGINEERING

PACE offers a wide variety of mechanical engineering services. We continue to grow with the goal of staying ahead of changing regulations and new innovative technologies. Our primary services include design of heating, ventilation, air conditioning, plumbing, and fire suppression systems. Additional services include evaluation and remediation reports for existing problematic systems, scope development, funding study reports, evaluation of system options, energy analysis, and building management control systems.



Our Mechanical Engineers have experience with a wide range of project types, including:

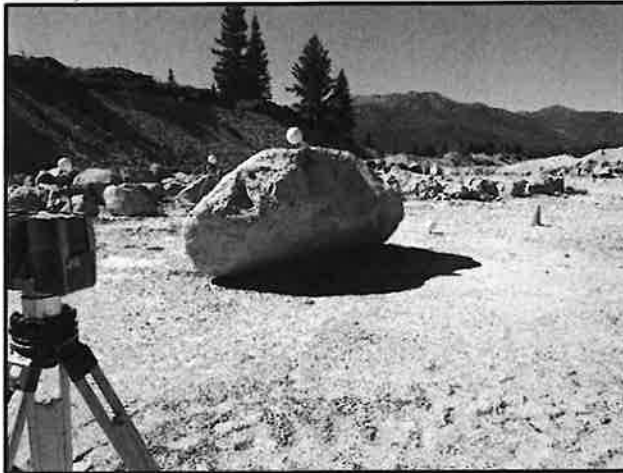
- Small to Large Office Buildings
- Medical Office Buildings
- Acute Care Hospitals
- Government Buildings
- Chemical and Biological Laboratories
- School Buildings
- University Facilities and Campus-Wide Systems
- Automotive Maintenance Shops
- Light Industrial
- Wastewater Treatment Facilities
- IT Server Rooms
- Central Chilled Water, Heating Water, and Steam Boiler Utility Plants
- Conformance to Title 24 Energy Codes and LEED Certification Standards
- Experience with the Latest Versions of AutoCAD and Revit

PACE's Mechanical Engineering Department, led by Adam Miller, Associate Engineer, includes three licensed engineers and is dedicated to meeting the needs of our clients by providing comfortable and functional HVAC and plumbing systems.

COMPANY OVERVIEW AND QUALIFICATIONS

LAND SURVEYING

PACE's Survey Department is responsible for property surveys and the preparation of legal descriptions for hundreds of rights-of-way and easements for road and utility projects. PACE teams provide survey supervision and coordination for control surveys, property boundary surveys, aerial mapping, topographic surveys, construction staking, and ALTA title surveys. PACE's widely respected Survey Department, managed by Jesse Lenaker, includes five licensed land surveyors.



Our survey crews are equipped with the latest in "total station" technology, including two robotic total stations. Additionally, PACE is one of the few firms in Northern California that owns and operates a GNSS continually operating GPS base station. We are the northernmost member of the California Survey and Drafting Supply's CSDS RTN. This GPS system provides significant cost savings for control surveys and topographic surveys in open areas.

Several years ago, PACE added 3D laser scanning to the long list of surveying services we provide. Now, PACE is offering aerial mapping with drones. Mapping with drones provides an efficient method for supplementing our field surveys with up-to-date aerial imagery and the ability to capture large amounts of data in relatively short periods of time. Drone surveys are ideal for providing incremental surveys to monitor construction progress or provide volumetric calculations for stockpiles or other masses.



COMPANY OVERVIEW AND QUALIFICATIONS

CONSTRUCTION OBSERVATION

PACE provides construction observation for many of our municipal projects. Our Construction Observers have experience covering a broad range of public works projects including grading, paving, concrete placement, and utilities inspection. The Construction Observer reports the Contractor's daily work and compliance with the contract documents to the Engineer. Construction observation services include:

- Soil compaction testing using ASTM, AASHTO, USBR, and Caltrans procedures
- Quality control observations during earthwork operations
- In situ soil moisture and density determination
- Quality control observations for foundation excavations

PACE has four nuclear density gauges. Most of our observers are certified nuclear gauge operators, which eliminates the need for separate compaction testing personnel.



CONTRACT ADMINISTRATION

As a full-service engineering firm, PACE offers end-to-end project management. For most projects, our involvement begins at the planning stage; we provide expert Feasibility Studies, Project Reports, and Preliminary Engineering Reports. We typically continue as project managers through the environmental review stage, design, contract administration, and services during construction. For most of the public works projects PACE designs, we also review the material submittals for compliance with the contract documents, review pay estimates, prepare change orders, and answer the Contractor's questions during construction. In effect, we are a liaison between the Contractor and the Client to check for compliance with the plans and contract documents.

Representative projects include:

- City of Weed – South Weed Well; Bel Air Tank Replacement; Boles Fire Rehab
- City of Dunsmuir – Wastewater Collection and Treatment Improvements; Sacramento Ave./ Siskiyou Ave. Improvements
- City of Lakeport – Water and Wastewater Improvement; Oxidation Ponds Sludge Removal
- City of Mt. Shasta – Interceptor Sewer Replacement; Pavement/Sidewalk Management System
- City of Williams – Water System Improvements; CDBG Water and Sewer
- City of Yreka – Wastewater Treatment and Collection System Improvements
- Bella Vista Water District – Wintu Pump Station and WTP Expansion
- Burney Water District – 4.0 MG Reservoir Project
- Rio Alto Water District – Wastewater Treatment Plant and Constructed Wetlands
- Quincy Community Services District – Wastewater Collection System Improvements

PACE prides itself on meeting established budgets and project schedules. On most PACE-designed construction projects, corrective-type change orders are usually less than 2% of the overall construction cost. Having to establish project budgets and schedules early in the planning phase in order to secure financing, we understand the importance of meeting these milestones and the potential financial impacts to small, disadvantaged communities if they are not met.

COMPANY OVERVIEW AND QUALIFICATIONS

CITY ENGINEERING SERVICES

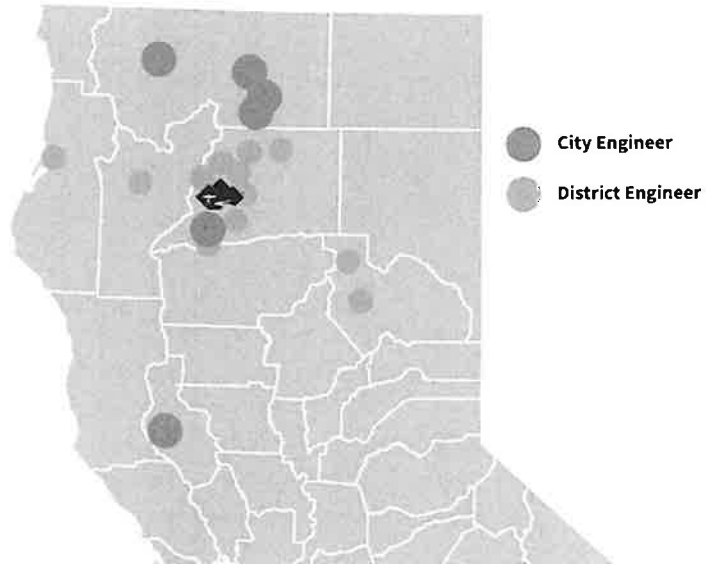
PACE has provided City Engineering services for the Cities of Weed, Mt. Shasta, Dunsmuir, Yreka, Shasta Lake, and Anderson for various stints over the last fifty years. For the last twenty-six years, PACE has acted as City Engineer for the City of Weed (City). These duties are currently being shared by Paul Reuter, Seth Petrie, and Curtis Paget. PACE has also acted as District Engineer and provided on-call services for many North State agencies.

Typical duties and responsibilities provided to clients working in this capacity are as follows:

- Attend Council/Board Meetings as requested
- Assist with preparation of staff reports
- Attend meetings with prospective developers and/or for prospective projects
- Review improvement plans
- Interpret City development standards and codes
- Assist with development of development standards
- Provide recommendations, cost estimates, and schedules for planned City improvement projects
- Assist City with negotiations with developers on new projects
- Provide planning, design, and construction engineering services for planned and emergency capital projects
- Review tentative, parcel, and final maps
- Perform fire flow analyses for proposed developments
- Perform master planning and feasibility studies
- Perform utility rate studies

With our extensive experience in assisting small communities and districts, PACE has the knowledge to understand the unique engineering challenges encountered across Northern California. This makes us uniquely suited to continue providing City Engineering services for the City.

**PACE City & District
Engineering Services Contracts**



*"Hi Paul (Reuter),
Want you to know that I greatly
appreciate working with you. You
and your firm are very impressive.
We are fortunate to have your
capabilities and responsiveness.
I have had the opportunity to work
with a variety of engineering firms
and PACE really does top notch
work."*

*~Paul Eckert, City Manager,
City of Mt. Shasta*

COMPANY OVERVIEW AND QUALIFICATIONS

PROJECT FUNDING EXPERIENCE

Most of PACE's projects are for public agencies with funds provided by the state or federal government. PACE has long-term relationships with the following:



- State Water Resources Control Board (SWRCB) Division of Financial Assistance (DFA) Grants
- Community Development Block Grants (CDBG)
- USDA Rural Development
- California Department of Water Resources (DWR)
- California Office of Emergency Services (Cal OES)
- Federal Emergency Management Agency (FEMA)
- California Small Community Grants
- Economic Development Administration (EDA)

PACE has one of the most effective track records in Northern California for securing planning and construction grants for small, disadvantaged communities. Currently, we are in various stages of planning, design, and construction on multiple separate projects utilizing grant funding.

AGENCY EXPERIENCE

Since 1976, PACE has had the privilege of providing engineering and surveying services for both public and private clients in Northern California. We have served cities, counties, and special districts including the following:

- | | |
|-----------------------|---|
| • City of Anderson | • Siskiyou County |
| • City of Dunsmuir | • Tehama County |
| • City of Mt. Shasta | • Centerville Community Services District |
| • City of Red Bluff | • Clear Creek Community Services District |
| • City of Redding | • Fall River Valley Community Services District |
| • City of Shasta Lake | • Lewiston Community Services District |
| • City of Susanville | • Shasta Community Services District |
| • City of Weed | • Weaverville Community Services District |
| • City of Williams | • Buckingham Park Water District |
| • City of Yreka | • Burney Water District |
| • Plumas County | • Mineral County Water District |
| • Shasta County | • Rio Alto Water District |

COMPANY OVERVIEW AND QUALIFICATIONS

TECHNICAL

The evolution of software and technology in the architectural/engineering/surveying field has resulted in increased productivity for engineers and surveyors. PACE embraces the role of technology in our industry and utilizes high performance, professional-grade workstations. We have a robust upgrade program, which includes regular updates to our computer hardware, software, and training. We replace our workstations every three years as part of this program.

Our primary design software for civil engineering is Autodesk® Civil 3D. Our design engineers are fully proficient with Civil 3D, which enables our teams to leverage the powerful design capabilities of this software. PACE's Structural, Mechanical, and Electrical Departments utilize Autodesk® REVIT software for our building design projects. This allows us to 3D model design elements such as structural systems, HVAC, plumbing, electrical, fire alarm, and technology systems to convey all elements of design and to identify potential design issues.

For GIS services, we use ESRI's software products, including ArcGIS Pro and ArcGIS Online, to take advantage of the rich GIS data available to us for use on planning and asset management projects.

PACE uses InfoWater and InfoWorks ICM Ultimate by Autodesk® for our water and wastewater system hydraulic capacity analyses. We use these programs in tandem with ArcGIS Pro and Civil 3D to accurately and efficiently model water distribution and sewer collection systems. We also utilize WinCan VX for tracking and reviewing collection system closed-circuit television inspection results, planning, and asset management.

In addition to design software, PACE also uses BIM 360 for complete BIM coordination during the project's life cycle. PACE has extensive experience coordinating models and information over this platform with other engineers and architects, which fosters streamlined and seamless coordination between disciplines, which allows the Client to participate in the decision-making process by viewing modeled elements before construction occurs.

To streamline the process of client/agency review, reduce reliance on hard copies, and reduce paper use, PACE utilizes Bluebeam Revu for PDF coordination. We use Bluebeam Studio Sessions to facilitate communication, comment on documentation, track changes, and coordinate agency approvals.

PACE utilizes the following additional software for use in design projects:

1. HEC-RAS – Open-channel hydraulics and analysis
2. Hydraflow – Drainage and hydrology analysis
3. AGI32 – Comprehensive photometric lighting studies
4. HOBOWare – Electrical equipment load studies with voltage and current sensors
5. ETAP 20 – Arc flash and coordination studies
6. BioWin – Biological modeling of wastewater treatment plants



COMPANY OVERVIEW AND QUALIFICATIONS

KEY EMPLOYEES

PACE has been providing engineering and surveying services in Northern California for forty-nine years. We have been providing City Engineering services to the City since 1979. PACE is a multi-discipline engineering firm that specializes in water and wastewater, civil, structural, electrical, mechanical, and instrumentation and controls engineering and land surveying services. In addition, we provide City/District Engineering services for multiple small public agencies throughout Northern California.

Seth Petrie, Principal Engineer, has twenty years of experience in both public works and private development projects across the North State. Curtis Paget, Senior Engineer, has over ten years of experience, most of which is in public works in Northern California. Seth and Curtis, with assistance from Managing Engineer Paul Reuter, have shared City Engineer duties for the Cities of Anderson, Dunsmuir, Mt. Shasta, Weed, and Yreka. In addition, Curtis and Paul have shared District Engineer duties for Centerville Community Services District, Mountain Gate Community Services District, and American Valley Community Services District.

Seth and Curtis bring expertise in all critical areas, including scoping, planning, financing, design, construction administration, inspection of public works, and engineering review of both private and public works projects.

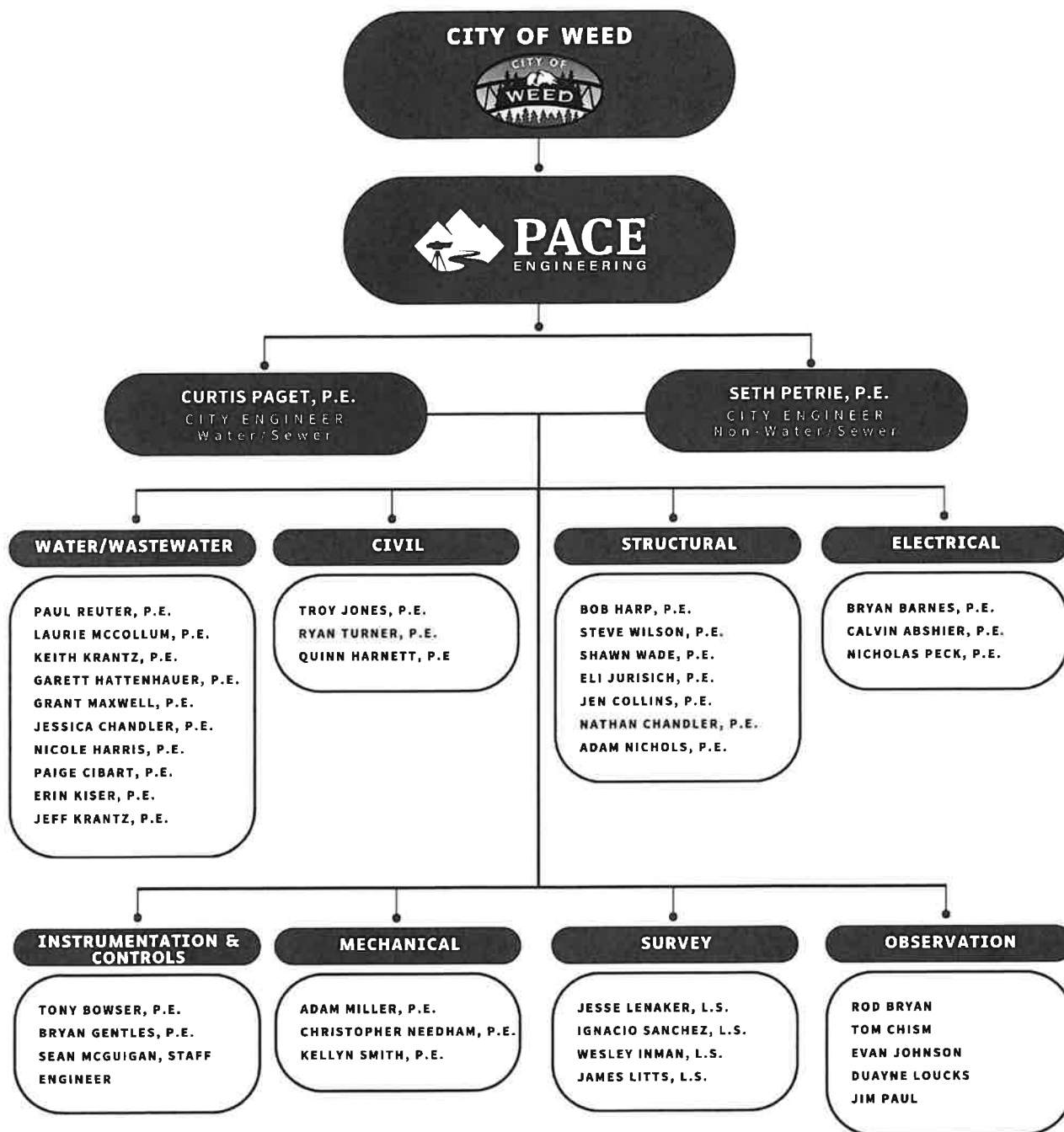
The organizational chart herein indicates all personnel that would be available to serve the City through an agreement to provide City Engineering services. The extent of time and involvement of each professional will be dictated by the specific project requirements and the resources available at the time of request.

Resumes for key individuals are included in Exhibit A.

Curtis will be the City's primary contact person for providing City Engineering services for the City. He will manage most of the water- and sewer-related tasks and will utilize others to assist when necessary. Seth Petrie will handle all other City Engineer responsibilities. This sharing approach has worked well for PACE and our clients as it increases the likelihood of one of us being available at a moment's notice. We encourage you to contact our municipal clients for whom we provide City Engineering services to gauge their satisfaction with this approach. Refer to the References on page 26 herein.

COMPANY OVERVIEW AND QUALIFICATIONS

ORGANIZATIONAL CHART



COMPANY OVERVIEW AND QUALIFICATIONS

EMPLOYEE EXPERIENCE

CURTIS PAGET, P.E.

Mr. Paget is a registered Civil Engineer and holds a B.S. in Civil Engineering from the University of California, Davis and an M.S. in Civil Engineering with environmental emphasis from Ohio University. He has experience in the design of water distribution and sewage collection systems, construction management, and construction observation, including compaction testing. Curtis has also played a key role in preparing Engineering Project Reports, Capital Improvement Plans, and State Revolving Fund funding application materials for a number of communities. He is knowledgeable in modeling water distribution and wastewater collection systems and in the development of Water Master Plans and Sewer Master Plans. He is also City Engineer for the Cities of Dunsmuir, Mt. Shasta, Weed, and Yreka, as well as District Engineer for Centerville and Mountain Gate Community Services Districts.

SETH PETRIE, P.E.

Seth Petrie is a registered Civil Engineer with over twenty-one years of experience in the civil engineering field. His responsibilities include project management and design as well as being the Head of the Land Development Department at PACE. He is experienced in the areas of subdivision, commercial, education, medical, industrial, low-impact development (LID), and utility design (storm drain, water distribution, and sanitary sewer), hydrology analysis (river, stream, floodplain using Hydraflow, HEC-1, and HEC RAS), flood elevation analysis and certification, geographic information systems (GIS), and Autodesk® CAD software. Mr. Petrie is also the City Engineer for the Cities of Anderson, Dunsmuir, Mt. Shasta, Weed, and Yreka as well as District Engineer for the Chester Public Utility District and County Engineer for Siskiyou County.

PAUL J. REUTER, P.E.

Paul Reuter, Managing Engineer, has thirty-two years of experience, most of which is on public works projects in Northern California. Mr. Reuter has been responsible for and/or assisted in the preparation of numerous feasibility studies and preliminary engineering reports, design, and services during construction for agencies including the Cities of Weed, Dunsmuir, Mt. Shasta, Yreka, Etna, Shasta Lake, and Red Bluff; Siskiyou, Shasta, and Tehama Counties; Centerville, Quincy, Mountain Gate, American Valley, and Tennant Community Services Districts; and Rolling Hills Mutual Water Company. In addition to overall company management duties at PACE, Paul's primary areas of expertise include planning, financing, design, construction administration, and inspection of public works water and sewer projects.

LAURIE McCOLLUM, P.E.

Ms. McCollum has been a member of the PACE team since 2006 and obtained her M.S. in Environmental Engineering Sciences in 2012. Laurie is the Head of the Water/Wastewater Department and is a provider of project management, planning, funding, and design engineering services. She has experience in various water and wastewater planning efforts including Master Plans, Preliminary Engineering Reports, Wastewater Dilution Studies, Pollution Prevention Plans, and Antidegradation Analyses. Ms. McCollum's skills set includes water and sewer modeling software, AutoCAD design software (Arc GIS Software, Land Desktop, and Architectural Desktop),

COMPANY OVERVIEW AND QUALIFICATIONS

wastewater treatment, water distribution, wastewater collection system design, and construction observation experience for water and wastewater projects.

KEITH KRANTZ, P.E.

Keith Krantz is a registered Civil Engineer with twenty-five years of experience. He has extensive experience in water distribution and wastewater collection system design, master planning, construction management, and construction observation. Keith has acted as Project Engineer or Project Manager on multiple large collection system and domestic water improvement projects. He also has extensive experience in complicated water and sewer pipeline designs, including those with challenging tie-ins.

GARETT HATTENHAUER, P.E.

Mr. Hattenhauer graduated with a B.S. in Civil Engineering from California State University, Chico, in 2007 and joined PACE just after graduation. He has eighteen years of experience, which includes pump station design, water treatment and wastewater treatment plant design, water distribution system design, water measurement system design, construction management and observation, land surveying, and compaction testing.

GRANT MAXWELL, P.E.

Mr. Maxwell graduated with a B.S. in Civil Engineering from California State University, Chico, joined PACE in 2008, and completed graduate studies at California State University, Sacramento, in 2014. He has experience in compaction testing, water distribution and sewage collection system design, land surveying, and construction observation. He regularly utilizes InfoWater Pro by Autodesk®, AutoCAD, and Arc GIS Software. Mr. Maxwell has been responsible for or assisted in the preparation of numerous Preliminary Engineering Reports, Feasibility Studies, and Alternative Analyses.

JESSICA CHANDLER, P.E.

Ms. Chandler is a registered Civil Engineer with a B.S. in Environmental Resources Engineering from Humboldt State University in 2012 and joined PACE after graduation. She has experience in the design of water system facilities and sewage treatment systems, construction management, and observation. Jessica is a Grade II Certified Water Treatment and Distribution Operator and a Grade III Wastewater Treatment Operator. She provides contract operations for a number of water and wastewater facilities. She has experience in Preliminary Engineering Reports, Pollution Prevention Plans, and Master Plans.

NICOLE HARRIS, P.E.

Ms. Harris is a registered Civil Engineer and holds a B.S. in Civil Engineering from California State University, Sacramento. She has ten years of experience in the design of water treatment, water distribution systems, and consolidation. Ms. Harris has also played a key role in various water system planning efforts, including preparing Water Master Plans and Preliminary Engineering Reports, for a number of North State communities. Her skill set includes AutoCAD design software (Arc GIS Software, Land Desktop, and Architectural Desktop), water system design, and construction observation experience for water projects and provides water and wastewater contract operation services. Ms. Harris is certified as a Grade III Wastewater Treatment Plant

COMPANY OVERVIEW AND QUALIFICATIONS

Operator, a Grade II Water Treatment Operator, and a Grade II Water Distribution System Operator and provides contract operations for a number of water and wastewater facilities.

PAIGE CIBART, P.E.

Ms. Cibart is a registered Civil Engineer with a B.S. in Civil Engineering from the University of California, Irvine, and joined the PACE team after graduation in 2017. She has experience with planning, funding, design, and construction management of wastewater treatment systems and water distribution systems for North State communities. This includes preparation of State Revolving Fund funding application materials, preliminary engineering reports, design drawings, and construction documents. Ms. Cibart's skills also include modeling software (InfoWater Pro by Autodesk®) and AutoCAD design software (Civil 3D).

ERIN KISER, P.E.

Ms. Kiser is a registered Civil Engineer with a B.S. in Civil Engineering from California State University, Chico, and joined PACE after graduation in 2022. She has expertise in water hydraulic modeling, having completed water hydraulic modeling efforts for the City of Mt. Shasta, City of Yreka, City of Williams, City of Anderson, American Valley Community Services District, Shasta CSA No. 6 Jones Valley, Lakeside Park Association at Lake Tahoe, and Cottonwood Water District. Ms. Kiser has experience with water system planning activities associated with SWRCB Drinking Water State Revolving Fund (DWSRF) planning activities for small, disadvantaged communities. She also has construction observation experience.

JEFFERY KRANTZ, P.E.

Mr. Krantz is a registered Civil Engineer in the State of California with a B.S. in Civil Engineering from the University of Wyoming. He joined PACE in 2018 after working as a Field Technician in Wyoming. Since joining PACE, he has gained seven years of experience both as a Construction Observer and as an Engineer with a majority of his time servicing disadvantaged communities in Siskiyou County. This has included performing quality assurance, construction documentation, concrete and soils testing, monthly billing, and coordinating communication between the Contractor, the Engineer, and the Client. Mr. Krantz also has experience with water and wastewater pipeline design, preparation of funding applications, and assistance with construction management. He is also skilled in a variety of engineering and drafting software such as AutoCAD, ArcMap GIS, and WinCan VX.

TROY JONES, P.E.

Troy Jones has been involved in a variety of civil engineering projects over the last thirty years at PACE. Mr. Jones has experience in the design of storm drains, sewer, water, and site improvements, and has served as Project Engineer on several roadway, municipal improvement, and site development projects. He is a registered engineer in California and has worked in the consulting field for twenty-six years and in the surveying field for an additional four years. His responsibilities include project management, design, technical specification preparation, utility coordination, and hydraulic analysis.

COMPANY OVERVIEW AND QUALIFICATIONS

RYAN TURNER, P.E.

Ryan Turner is a registered Civil Engineer and Land Surveyor in California and has been a member of the PACE team since 2022. He has four years of civil engineering experience and ten years of experience in the engineering and construction industry. Mr. Turner has worked primarily as a staff engineer/surveyor and has experience with a variety of civil and survey projects, including grading and earthwork design, right-of-way resolution, storm drain improvements, utility infrastructure, accessibility design, road rehabilitation, road stabilization, and hydraulic analysis. He is a qualified SWPPP developer (QSD) and practitioner (QSP) and is experienced with the design of low-impact development (LID) for municipal separate storm sewer systems (MS4).

QUINN HARNETT, P.E.

Quinn Harnett is a registered Civil Engineer in the State of Colorado with over six years of experience in the land development field. He has worked primarily as a staff engineer and has experience managing small-scale residential projects. His responsibilities include site design, plans and specifications preparation, bid tabulations, and project coordination. He has worked on various project types including single-family residences, multi-family townhomes and condominiums, large school campuses, libraries, subdivision master plans, parks, and parking lots. Mr. Harnett has experience with site grading and drainage, including hydraulic and hydrology analysis and low-impact development, utility layout and modeling (storm sewer, sanitary sewer, water distribution), erosion control best management practices, parking lot layout, and vehicle turning analysis.

BOB HARP, P.E.

Mr. Harp is a registered Structural and Civil Engineer with over forty-two years of experience in structural engineering and forensic investigations. Mr. Harp has experience designing short and medium span bridges for highways, streets, and pedestrian usage. He has designed bridges constructed with concrete, steel, wood, and cable suspension materials. He has also prepared falsework design for contractors. In addition to designing buildings, bridges, retaining walls, and other structures, Mr. Harp has special expertise in moisture intrusion and water damage to buildings. He has completed many investigations to identify the cause and source of moisture and/or water passing into the building envelope. After the investigation is complete, Mr. Harp prepares plans and specifications to remedy the problem. Clients include insurance companies, homeowners, and contractors.

STEVE WILSON, P.E.

Mr. Wilson is a registered Civil and Structural Engineer with twenty-two years of design experience. He earned his B.S. in Civil Engineering from California State University, Chico, in 2003 and joined PACE in 2005. He has a wide variety of structural engineering experience including multi-story buildings, schools, skilled nursing facilities, water and wastewater treatment structures, water storage and conveyance structures, bridge evaluations, landslide retaining and stabilization structures, canal and flume access structures, flume repairs and replacements, pipeline evaluations, specifications of coatings for corrosion protection.

COMPANY OVERVIEW AND QUALIFICATIONS

SHAWN WADE, P.E.

Mr. Wade is a registered Structural and Civil Engineer in California with fourteen years of experience in structural design. He graduated in 2010 with a B.S. in Architectural Engineering from California Polytechnic State University, San Luis Obispo, and in 2012 with an M.S. in Civil Engineering from University of California, Davis, and has been a part of the PACE team since 2014. He has experience in a wide variety of building structures including schools, commercial, industrial, and municipal. In addition to buildings, he has experience with water storage and conveyance structures, dewatering plans including cofferdam designs, and repairs/maintenance of dam gates. Shawn also has experience in architectural design of office, commercial, and municipal buildings.

ELI JURISICH, P.E.

Eli Jurisich is a registered Structural and Civil Engineer in the States of California and Oregon with over twenty-eight years of experience in structural engineering. Mr. Jurisich has provided structural engineering services on a wide variety of building structures including schools, churches, office buildings, agricultural storage and processing facilities, and large industrial facilities. In addition to his extensive building engineering experience, Eli has substantial experience engineering structures that support large industrial machinery and equipment. Eli also has wide-ranging experience engineering retaining walls, water and wastewater treatment structures, and water storage and conveyance structures.

JEN COLLINS, P.E.

Ms. Collins is a registered Civil Engineer in California and Oregon with over eleven years of experience. She earned her B.S. and M.S. in Civil Engineering from Portland State University in 2014 and 2016, respectively, and joined PACE in 2021. She has experience in the design of institutional campus facilities, Risk Category IV buildings, industrial facilities, port and airport facilities, hospitals, medical clinics, commercial buildings, multi-story buildings, water storage and pumping facilities, pedestrian bridges, rooftop and ground-mounted photovoltaic array support structures, and seismic assessment and retrofit of existing buildings.

NATHAN CHANDLER, P.E.

Mr. Chandler is a registered Civil Engineer in the State of California with five years of experience in structural engineering. He earned his B.S. in Civil Engineering from California State University, Chico, in 2020 and joined PACE in 2021. He has a wide variety of structural engineering experience, including schools, skilled nursing facilities, water and wastewater treatment structures, water storage and containment structures, earth retaining structures, and accessibility structures.

ADAM NICHOLS, P.E.

Adam Nichols is a licensed Civil Engineer in the State of California with three years of experience in structural design. He earned his B.S. in Civil Engineering from California State University, Chico in 2022 and has been a member of the PACE team since. Adam has worked on a broad range of building projects, including schools, hospitals, commercial developments, municipal facilities, and residential structures. His experience also includes the design of retaining walls and specialized structures to support large industrial machinery and equipment. In addition, Adam

COMPANY OVERVIEW AND QUALIFICATIONS

has experience in accessibility compliance and the architectural design of office, commercial, and municipal building projects.

BRYAN BARNES, P.E.

Mr. Barnes is a registered Electrical Engineer in the States of California and Oregon. He obtained a B.S. in Electrical and Computer Engineering with an emphasis on Power Systems from Oregon State University in 2014. Mr. Barnes then worked at Peak Reliability and Michel Corporation from

2014 until 2016 where he developed his project management and electrical power design skills before starting employment at PACE in 2016. Mr. Barnes is adept at electrical power (including lighting, generation, battery system, and photovoltaic), fire alarm, and technology system designs. Some of his design experience has been in hospitals, medical facilities, K-12 schools, universities, housing buildings, office buildings, industrial facilities, museums, labs and research facilities, municipality facilities, and specialized cultivation facilities. He is most experienced in managing and engineering projects that require a knowledgeable Electrical Engineer with an understanding of multiple engineering disciplines.

CALVIN ABSHIER, P.E.

Calvin Abshier is a registered Electrical Engineer in the State of California and graduated from California Polytechnic State University, San Luis Obispo, in 2015. He joined PACE after graduation and has nine years of experience designing and managing projects involving power, lighting, fire alarm, photovoltaic, and generator systems and performing short circuit, overcurrent coordination, and arc flash studies. This includes compliance with California Energy Commission, DSA, and HCAI standards, project management, and coordination with architects, clients, and electric utilities around the North State.

NICHOLAS PECK, P.E.

Nicholas Peck is a licensed Electrical Engineer in the State of California. He earned his B.S. in Electrical Engineering from Arizona State University in 2021. Nicholas has experience designing power, lighting, fire alarm, technology, photovoltaic, battery, and generator systems as well as using building information modeling (BIM) for the electrical design of buildings and infrastructure. Additionally, he has conducted short circuit, overcurrent coordination, and arc flash studies for various commercial and industrial facilities.

TONY BOWSER, P.E.

Tony Bowser is a registered Electrical Engineer in the State of California with over twenty-one years of design and construction experience. His experience includes water/wastewater control systems as well as electrical power distribution, lighting system design, fire alarm system design, low voltage system design, alternative power sources, and standby generating systems.

BRYAN GENTLES, P.E.

Mr. Gentles is a registered Electrical Engineer with a B.S. in Electrical Engineering from California State University, Chico, in 2019 and joined PACE after graduation. Mr. Gentles has worked with many clients to provide electrical engineering for the following: diesel and gaseous generators, water/wastewater electrical system design, and low voltage system design. Mr. Gentles also has

COMPANY OVERVIEW AND QUALIFICATIONS

experience providing his clients with coordination, feasibility, arc flash, and short circuit analysis studies. Bryan works closely with city and county plan check agencies and various state funding agencies for lighting, power, and fire alarm design compliance in industrial and commercial facilities.

SEAN MCGUIGAN

Mr. McGuigan has a B.S. in Computer Engineering from California State University, Chico, and has been a member of the PACE team since 2017. His engineering and design experience in electrical and automated controls for water and wastewater systems include the following: water distribution, pump stations, water treatment plants, municipal production wells, sewer collection, lift stations, and wastewater treatment plant design. Mr. McGuigan has several years' experience in programming automated control systems along with functional testing in the field within the water and wastewater industry. Sean has experience with FCC licensed and unlicensed radio systems requiring the following: IP addressing, point-to-point communications, point-to-multiple-point communications, and encryption and radio path coordination studies. In addition, he has experience with startup of projects for diesel generators, lift stations, water treatment facilities, pump stations, and PG&E hydroelectric facilities.

ADAM MILLER, P.E.

Adam Miller is a registered Mechanical Engineer in the States of California and Oregon. He graduated with a B.S. in Mechanical Engineering from Western Michigan University in 2011 and is a member of ASHRAE. He has thirteen years of engineering experience with planning, evaluation, and design of new and remodeled HVAC systems, plumbing systems, and automation and control systems. His experience includes K-12 schools, gymnasiums, office buildings, municipal facilities, assembly facilities, commercial kitchens, restaurants, conference and multi-purpose facilities, natural and propane gas systems, equipment manufacturers, and automation of processes.

CHRISTOPHER NEEDHAM, P.E.

Christopher Needham is a registered Mechanical Engineer in the State of California. He graduated with a B.S. in Mechanical Engineering from the University of California, Davis, in 2015 and is a member of ASHRAE and ASPE. He has six years of engineering experience with planning, evaluation, and design of new and remodeled HVAC systems and plumbing systems. His experience includes office buildings, municipal facilities, assembly facilities, multi-purpose facilities, skilled nursing facilities, and indoor cultivation facilities. These projects have involved a variety of HVAC and plumbing equipment, which includes natural and propane gas systems, hydronic systems, heat pumps, economizers, and purified and non-potable water supplies.

KELLYN SMITH, P.E.

Kellyn Smith is a registered Mechanical Engineer in the State of California. He graduated from the University of Portland in 2020 and is a member of ASHRAE. He has been a member of the PACE team since 2021 and has experience with client coordination, planning, and design of new and remodeled HVAC systems and plumbing systems, including hydronic, VAV, VRF, heat pump, packaged rooftop systems, and natural and propane gas systems. His experience includes college

COMPANY OVERVIEW AND QUALIFICATIONS

campuses, K-12 schools, office buildings, indoor cultivation facilities, skilled nursing facilities, assembly facilities, and municipal facilities.

JESSE LENAHER, L.S.

Mr. Lenaker is a licensed land surveyor with twenty years of experience. He joined PACE in 2016 and has been the Survey Manager since January 2017. His surveying background is wide ranging and includes experience completing boundary, cadastral, construction, control, and topographic surveys. Additionally, he has over eight years of experience managing complex survey projects for both public and private sector clients. In addition to his experience, Mr. Lenaker furthered his education by completing the requirements for a B.A. in Physical Science from California State University, Chico.

IGNACIO SANCHEZ, L.S.

Mr. Sanchez is a licensed land surveyor with twenty-two years of experience. He joined PACE in 2005 and is currently the Assistant Survey Manager. His background in land surveying and drafting includes mapping subdivisions, boundary determination, cadastral, construction staking, monitoring, and topographic surveys.

WESLEY INMAN, L.S.

Mr. Inman is a licensed land surveyor with nine years of experience. He graduated from Oregon Institute of Technology in 2016 with a B.S. in Geomatics, Surveying Option, and a minor in Geographic Information Systems. He joined PACE in 2016 and is currently working as a project surveyor in responsible charge of assigned field and office tasks. His experience in land surveying includes boundary and cadastral surveys, topographic and volumetric surveys, construction staking, LiDAR scanning, monitoring surveys, and GNSS/geodetic control surveys.

JAMES LITTS, L.S.

Mr. Litts is a licensed land surveyor with eleven years of experience. He joined PACE in 2017 and is currently working as a project surveyor in responsible charge of all drone-related projects and assigned field and office tasks. Prior to joining PACE, Mr. Litts was an Engineering Technician for the Bureau of Reclamation. His experience in land surveying and drafting includes boundary and cadastral surveys, topographic and volumetric surveys, Bathymetric surveys, monitoring surveys, GNSS/geodetic control surveys, construction staking, large-scale and complex LiDAR scanning, and aerial mapping.

ROD BRYAN

Rod Bryan is a Construction Observer with twenty-eight years of experience in the field of public works leadership. Rod has a B.S. in Construction Management and four years of construction observation experience with PACE. Rod is a certified Grade III Wastewater Treatment Plant Operator, a Grade II Water Treatment Operator, and a Grade III Water Distribution Operator. His extensive background and expertise in public works project funding, implementation, and oversight provide him with a broad perspective on various types of public works projects, including water distribution, wastewater treatment and collection systems, and street resurfacing and paving.

COMPANY OVERVIEW AND QUALIFICATIONS

TOM CHISM

Tom Chism is a Water/Wastewater Operator with over thirty-four years of experience in water and wastewater treatment and water distribution systems. Tom is certified as a Grade V Wastewater Treatment Plant Operator, a Grade III Water Treatment Operator, and a Grade III Water Distribution System Operator. In addition, Tom has a B.A. in Business and Personnel Administration.

EVAN JOHNSON

Evan Johnson is a Construction Observer with over thirty-two years of field experience. He graduated with a B.S. in Construction Management. He has worked in many aspects of civil construction, including water and wastewater, steel fabrication, concrete, and asphalt paving.

DUAYNE LOUCKS

Mr. Loucks is a Construction Observer with over forty-two years of experience in welding, surveying, road building, waterline and culvert installation, paving, chip seal, and heavy equipment operation.

JIM PAUL

Jim Paul is a Construction Observer with over thirty-four years of experience in the underground utilities field. Jim is certified as a Grade II Water Treatment Operator and a Grade III Water Distribution Operator. Jim has thirteen years of experience working with local water districts and regulatory agencies. He is an experienced heavy equipment operator and has managed many construction projects with local contractors.

TYPICAL CITY ENGINEERING SERVICES

As indicated hereinbefore, PACE has performed City Engineering services for the Cities of Weed, Mt. Shasta, Dunsmuir, and Yreka, as well as other agencies, for a number of years. Since 1979, PACE has performed over 150 significant projects for the City and countless minor "City Engineer" tasks. We understand the City's challenging financial situation and its need for capital replacement funding. Therefore, we are very experienced in understanding all available grant funding opportunities for the City. In the last five years, PACE has helped the City obtain over \$31M in planning and construction grants and has recently obtained 100% grant funding for the City's Beaughan Creek Wastewater Interceptor Replacement and Water System Resiliency Projects.

As Contract City Engineer, we have been and are able to provide the following services:

- Assist the City with Capital Improvement Program management and development.
- Provide technical evaluation of projects and programs.
- Prepare/Conduct engineering studies, technical reports, master plans, capital improvement plans, programming, utility rate studies, cost estimates, financing procurement, conceptual and preliminary design, final design, bid documents, bidding, construction management, construction observation, record drawings, and operation and maintenance manuals for capital improvement projects.
- Perform right-of-way engineering, mapping, legal descriptions, and surveying as required.
- Provide oversight of consultant requests for proposals and/or construction services, including the advertising and bid processes for projects, evaluation of proposals and recommendation for project award, and negotiation and administration of contracts for construction projects.
- Participate in the review and conditioning of planning applications in relation to the City's General Plan, infrastructure master plans, land development standards, and overall capital needs of the City.
- Provide technical support to City staff during interaction within the community and with outside agencies.
- Assist the City with compliance with federal, state, county, and local laws and regulations and provide recommendations to the City relative to changes in laws and regulations.
- Provide management for projects that are federally, state, or county funded following required policies, including Caltrans Local Assistance Procedures Manual.
- Provide emergency response in times of unusual weather and other disasters such as flooding, fires, earthquakes, etc.
- Provide utility interface, as necessary, with PacifiCorp, cable, and other utility companies.
- Provide other services as requested by the City and within PACE's standard of practice.

REFERENCES

As a firm, PACE has extensive experience in providing the personnel and services needed to provide City Engineering services and complete major public works projects from the planning stage through construction and operation. We encourage you to contact some of our current clients with regard to their level of satisfaction with our work.

City of Dunsmuir

Dustin Rief, City Manager
Dennis DellaBona, Public Works Director
(530) 235-4822

City of Mt. Shasta

Todd Juhasz, City Manager
Ken Kellogg, Public Works Director
(530) 926-7510

Mountain Gate Community Services District

Jeff Cole, District Manager
(530) 275-3002

Shasta Community Services District

Chris Koeper, General Manager
(530) 241-6264

Shasta County Special Districts

Troy Bartolomei, Director of Public Works
(530) 225-5661

City of Shasta Lake

Jessaca Lugo, City Manager
Will Bond, City Engineer
(530) 275-7400

Centerville Community Services District

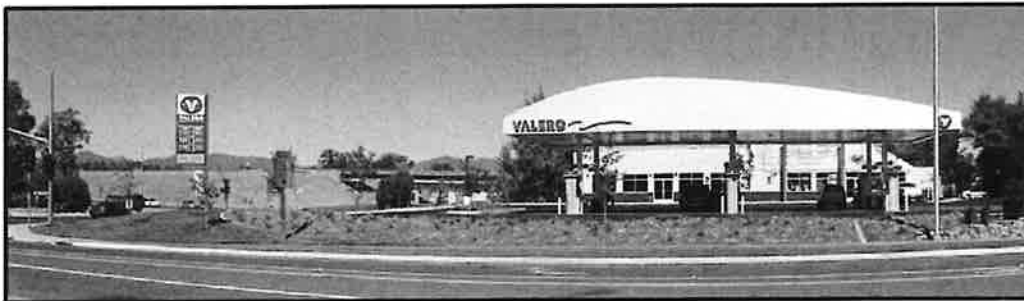
Chris Muehlbacher, District Manager
(530) 246-0680

City of Yreka

Juliana Lucchesi, Deputy City Manager
Matt Bray, Public Works Director
(530) 841-2386

City of Anderson

Adam Whelen, Public Works Director
Peter Wickenheiser, Deputy Public Works Director
(530) 378-6626



FEE SCHEDULES

FEES

PACE's standard hourly rates are included as Appendix B. The hourly rates include incidental costs such as vehicle operation and maintenance, phone, computers, plotters, surveying equipment, postage, photocopies, plan copies, overhead, and profit. Express mail, overnight lodging, and meals will be billed at the actual cost.

When PACE provides services subject to payment of California prevailing wages, such as design surveying, construction staking, and construction observation, we must pay our employees prevailing wages, in accordance with state law. As such, our standard fee schedule includes charge-out rates for those activities. In addition, in accordance with applicable collective bargaining agreements, we must reimburse the employee for out-of-town (per diem) expenses in accordance with agreement provisions.

As shown in Appendix B, PACE standard charge-out rates are adjusted annually, at the end of the calendar year, based on consumer price index (CPI) inflation. We would ask that allowance for this be added to the City's Standard Form of Agreement.

APPENDIX A

Resumes



CURTIS R. PAGET

Senior Engineer

OVERVIEW

Mr. Paget has been a member of the PACE Engineering team since December 2014 and is a shareholder in the firm. He has experience in the following areas:

- Water Distribution, Sewage Collection System, and Wastewater Treatment Plant Design
- AutoCAD Software
- ArcGIS Software
- Water and Wastewater Modeling Software, including InfoWater and InfoSewer
- Wastewater Treatment Process Simulating Software, including BioWIN
- Construction Observation for Water and Sewer Projects
- Funding Applications for grant/loan programs, including State Water Resources Control Board Clean Water and Drinking Water State Revolving Fund Programs, USDA Rural Development, Department of Water Resources Programs, and Community Development Block Grant Program.
- Master Plans and Preliminary Engineering Reports for Water and Wastewater Projects.

ROLE

Project Manager

Water/Wastewater Engineer

EDUCATION

MS, Civil Engineering, Environmental Specialization, Ohio University, 2016

BS, Civil Engineering, University of California, Davis, 2014

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2018

MEMBERSHIPS

American Society of Civil Engineers

American Public Works Association

RELEVANT EXPERIENCE

Design Engineer

Mr. Paget has been involved with the design responsibilities on the following PACE Engineering projects:

- City of Mt. Shasta Water Meter Installation Project
- City of Dunsmuir Water Main Replacement Project
- City of Weed 2016 Angel Valley Modernization Project
- City of Mt. Shasta Big Lakes Water Line Replacement Project
- City of Mt. Shasta Downtown Collection System Improvement Project
- City of Weed Sewer Replacement Project
- City of Yreka Main Street Sewer Interceptor Improvement
- Burney Water District Collection System Improvement Project Phase 2

Master Plan/Capital Improvement Plan Development

Mr. Paget has performed investigative and analysis for water and sewer systems, including modeling, I&I monitoring, CCTV inspection, smoke testing, and hydrant flow testing. He has been involved in the development of a master sewer plan for the City of Yreka, a master water plan for the City of Dunsmuir, and capital improvement plans for the Cities of Dunsmuir and Mt. Shasta and American Valley Community Services District.



SETH A. PETRIE

Principal Engineer

OVERVIEW

Mr. Petrie has been a member of the PACE Engineering team since 2005. He is a member of the Board of Directors and a principal shareholder in the firm. He is the head of PACE's Land Development Department and has well-rounded experience in land development and municipal engineering. Mr. Petrie has experience in the following areas:

- Land Development
- Subdivision Design and Site Planning
- Hydrology and Stormwater Quality Analysis
- Commercial Site Design
- Storm Drain Collection System Design
- Water Distribution and Sewage Collection Design
- Flood Elevation Analysis and Certification
- GIS Infrastructure Mapping

ROLE

Principal-in-Charge

Civil Department Head

Project Manager

EDUCATION

BS, Civil Engineering, California State University, Chico, 2003

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2008

MEMBERSHIPS

American Society of Civil Engineers (ASCE)

California Stormwater Quality Association (CASQA)

KEY PROJECTS

Land Development Planning and Design

Mr. Petrie has been a Project Engineer and Project Manager involved in all phases of land development planning and design. This work has involved representation of clients with municipal agencies, obtaining government approvals, design of roads, drainage systems, water distribution systems, and sewer collection systems.

Grading and Utility Design/Site Development

Mr. Petrie has been a Project Engineer and Project Manager for the development of grading and utility plans for various private, commercial, and institutional site development projects. These projects have covered a wide cross-section of uses including retail commercial, office complexes, apartments, medical facilities, schools, water and wastewater treatment plants, tank sites, and treatment ponds.

City Engineering Services

Mr. Petrie is currently acting as City Engineer for the Cities of Anderson, Yreka, Weed, Mt. Shasta, and Dunsmuir and Siskiyou County.

Mr. Petrie has been involved with design and project management responsibilities on the following PACE Engineering projects:

- Fall Creek Water Improvement
- Anderson Wastewater Treatment Plant; Yreka Wastewater Treatment Plant
- Dunsmuir Road Rehabilitation; Vista Drive Rehabilitation
- Summerfield Meadows, Rocky Ledge Estates, McCloud Meadow Ranch, Jordan Manor, Airpark Manor, and Jackson Meadows Subdivisions; Alize Planned Development
- College of the Siskiyous Master Plan and Parking Lot Rehabilitation
- Pit 3 Reach 2020 Road Evaluation; Pit 3/4/5 Traffic Use Survey and Road/Capacity Use
- American Valley Community Services District GIS; City of Yreka GIS
- Shasta College Infrastructure Upgrade



PAUL J. REUTER

Managing Engineer/President

OVERVIEW

Mr. Reuter has been a member of the PACE Engineering team since 1992 and the Managing Engineer since 2008. He is President of the Board of Directors and a principal shareholder. His well-rounded experience in the water and wastewater fields includes:

- Project Funding Acquisition
- Water and Sewer System Planning, Design, and Construction Management
- Multi-Disciplinary Design Team Management
- Project Feasibility Studies and Plans Required for State and Federal Funding Programs
- Master Water and Sewer Plans
- Utility Rate Studies and Financing Planning
- City and District Engineering Services

ROLE

Managing Engineer/President

Principal-in-Charge

Project Manager

EDUCATION

MS, Civil Engineering, California State University, Sacramento, 1993

BS, Civil Engineering, University of California, Davis, 1992

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 1997

MEMBERSHIPS

American Society of Civil Engineers

American Public Works Association

Water Environmental Federation

American Council of Engineering Companies

RELEVANT EXPERIENCE

Project Funding Experience

Mr. Reuter has been responsible for or assisted numerous agencies including the Cities of Yreka, Weed, Mt. Shasta, and Dunsmuir; Mountain Gate, Centerville, American Valley, and Tennant Community Services Districts; Rolling Hills Mutual Water Company; and Shasta County Service Area No. 6 in the preparation of engineering reports and/or feasibility studies for project funding through USDA Rural Development, Drinking Water State Revolving Fund, Clean Water State Revolving Fund, Economic Development Agency, Department of Water Resources, Office of Emergency Services, and Community Development Block Grants. These projects involved direct contact and coordination with funding agency staff for grants and loans.

Preliminary Engineering Reports and Feasibility Studies

Mr. Reuter has been responsible for or assisted in the preparation of numerous preliminary engineering reports or feasibility studies to obtain project funding through USDA Rural Development, Infrastructure Bank, and Community Development Block Grants including: City of Shasta Lake Wastewater Recycle Study, Elk Trail Water System, Antelope Sewer System, Etna Sewer System Improvements, River Avenue and Siskiyou Avenue Sewer Project, City of Mt. Shasta State-Mandated Wastewater Treatment Plant Improvements, American Valley Community Services District Wastewater Treatment Plant Improvements, City of Shasta Lake Force Main Replacement Project, and City of Yreka Wastewater Treatment Plant Improvements.

RELEVANT EXPERIENCE (continued)

Master Plan Development

Mr. Reuter has provided scoping development, project management, and public presentations on a number of water and sewer master plans for Centerville Community Services District and the Cities of Mt. Shasta, Dunsmuir, Weed, and Etna.

Design Engineer/Project Manager

In addition to Mr. Reuter's projects acting as Project Manager or Project Engineer, he has been involved with design responsibilities on numerous water and wastewater facilities including:

- City of Mt. Shasta State-Mandated Wastewater Treatment Plant Improvements
- Shasta County Elk Trail Water System Improvements
- City of Shasta Lake Force Main Replacement Project
- City of Yreka Wastewater Treatment Plant Improvements
- Centerville Community Services District Placer Road Waterline Replacement
- Quincy Community Services District Sewer Improvement Project
- City of Red Bluff Wastewater Reclamation Plant Expansion
- Trinity River Water Project for Weaverville Community Services District
- Mineral Sewage Disposal Project for Tehama County Sanitation District No. 1
- South Weed Infrastructure Improvements Project
- 1995 Water Project for Centerville Community Services District
- City of Dunsmuir Water Main Replacement Project
- Straight Stretch Sewer Project for Weaverville Sanitation District
- Las Flores Sewage Disposal Project for Gerber-Las Flores Community Services District

Construction Observation/Resident Engineer

Mr. Reuter acted as resident construction observer for the Mineral Sewer Improvements Project for Tehama County Sanitation District No. 1; South Weed Infrastructure Improvements Project for the City of Weed; Wastewater Treatment and Reclamation Project for the City of Shasta Lake; and the Las Flores Sewage Disposal Project for Gerber-Las Flores Community Services District.

City/District Engineering Services

Mr. Reuter is currently acting as City or District Engineer for the Cities of Yreka, Weed, Mt. Shasta, and Dunsmuir, as well as Centerville and Mountain Gate Community Services Districts.

Utility Rate Studies

Mr. Reuter has performed water and wastewater rate studies for American Valley Community Services District and the Cities of Yreka, Weed, Mt. Shasta, Dunsmuir, and Shasta Lake.



LAURIE E. McCOLLUM

Principal Engineer

OVERVIEW

Ms. McCollum has been a member of the PACE Engineering team since 2006. She is a member of the Board of Directors, a principal shareholder in the firm, and Head of the Water/Wastewater Department. She has experience in the following areas:

- Funding Applications for grant/loan programs including State Water Resources Control Board Clean Water and Safe Drinking Water State Revolving Fund Programs, USDA Rural Development, California Department of Water Resources Integrated Regional Water Management Grant Program, and Community Development Block Grant Program
- Wastewater Dilution Studies, Master Plans, Facility Plans, Preliminary Engineering Reports for Water and Wastewater Projects, Pollution Prevention Plans, Antidegradation Analyses, Reports of Waste Discharge, Wastewater Treatment Plant Performance Evaluations, Best Practicable Treatment or Control Reviews, Salinity Evaluation and Minimization Plans, Biosolids Disposal Plans, Groundwater Evaluation Reports, Toxicity Reduction Evaluation Work Plans, Assessment District Engineer's Reports
- Water and Sewer Modeling Software
- AutoCAD Software, including Land Desktop & Architectural Desktop
- Arc GIS Software
- Water Distribution, Municipal Water Wells, Sewage Collection System, and Wastewater Treatment Plant Design
- Construction Observation for Water and Sewer Projects

KEY EXPERIENCE

Ms. McCollum has been involved with the design responsibilities on the following PACE Engineering projects:

- Cottonwood Water District Well #1 Replacement Project
- Burney Water District Well 9 Planning and Design Project
- Burney Water District Collection System Improvement Project
- City of Williams Water System Improvement Project
- Shasta County Service Area 17 Cottonwood Sewer Master Plan, Rate Study, Report of Waste Discharge, and Wastewater Treatment Plant and Collection System Improvement Project Design and Construction
- Burney Water District Master Sewer and Water Plans and Rate Studies
- Rio Alto Water District Wastewater Treatment Plant and Constructed Wetlands Project
- City of Williams Collection System Improvement Project Planning
- City of Williams Well 11 Improvement Planning and Design Project
- Shasta County Service Area No. 2 Sugarloaf Water System Improvement Project
- Shasta County Service Area No. 6 Jones Valley Water Meter Replacement and SCADA Improvement Project

ROLE

Principal-in-Charge

Water/Wastewater Department
Head

Project Manager

EDUCATION

MS, Environmental Engineering
Sciences, University of Florida,
2012

BS, Mechanical & Aeronautical
Engineering, University of
California, Davis, 2004

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2011

MEMBERSHIPS

American Society of Civil Engineers

American Water Works Association

American Public Works Association

California Water Environment
Association

KEY EXPERIENCE (continued)

Ms. McCollum has been involved with construction observation duties on the following PACE Engineering projects:

- Rio Alto Water District Wastewater Treatment Plant and Constructed Wetlands Project
- North Dunsmuir Reservoir Project
- City of Anderson Breckenridge Water Project
- Shasta County Service Area No. 17 Wastewater Treatment Plant Improvement Project



KEITH P. KRANTZ

Senior Engineer

OVERVIEW

Mr. Krantz has been a member of the PACE Engineering team since 1999. He is a shareholder in the firm and has well-rounded experience in the water and wastewater fields including facilities design, master planning, and construction observation. His areas of expertise include:

- Water Treatment and Distribution System Design
- Wastewater Treatment and Collection System Design
- Water and Sewer System Master Planning
- Construction Observation

ROLE

Project Manager

Water/Wastewater Engineer

EDUCATION

BS, Civil Engineering, California State University, Chico, 1999

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2002

MEMBERSHIPS

American Society of Civil Engineers

American Public Works Association

California Water Environment Association

Tau Beta Pi

KEY PROJECTS

Mr. Krantz was Project Engineer on the following projects:

- City of Mt. Shasta 2015 Water Meter Installation Project. This \$2.5M project installed over 1,700 water meters in the City of Mt. Shasta.
- City of Shasta Lake Water Improvements Projects – Phase II and III. These two \$4M projects consisted of an expansion and upgrade to the existing water treatment plant, replacement of the majority of transmission mains, and the existing water distribution system inside the City of Shasta Lake.
- Water Replacement Project for the City of Weed. This \$3.3M project removed and replaced an obsolete water tank with a 300,000-gallon water tank and replaced most of the water distribution systems in the City of Weed.
- City of Shasta Lake Wastewater Collection System Rehabilitation Project. This project replaced over 10,000 feet of undersized and damaged wastewater mains in the Salt Creek drainage system.
- City of Yreka Wastewater Collection System Improvements. This \$2.1M project rehabilitated 10,000 LF of sewer mains that were damaged or undersized.
- City of Yreka Fall Creek Water System Improvements. This \$7.7M project upgraded treatment facilities, two new storage tanks, and over 8,500 LF of new transmission mains.
- Wastewater Collection System Rehabilitation Project for Quincy CSD. This \$4.3M project rehabilitated over 12,000 feet of sewer mains and 3,800 LF of sewer laterals that were substandard due to damage or grade.
- City of Weed Sewer Replacement Project. This \$5.5M project replaced or rehabilitated over 11,000 LF of sewer mains and 2,500 LF of sewer laterals that were undersized or in substandard condition.
- City of Mt. Shasta Downtown Sewer Replacement Project. This \$2.9M project replaced two critical transmission sewer mains installing 6,800 LF of piping.

OTHER RELEVANT EXPERIENCE

Design Engineer

In addition to Mr. Krantz's projects acting as Project Engineer, he has been involved with design responsibilities on numerous engineering projects including:

- Phase I, II, & III Sewer Repair Projects for the City of Yreka
- Von Fossen Water Project and Sacramento Street Improvements for the City of Dunsmuir
- Water Main Replacement Project for the City of Dunsmuir
- Westside Interceptor Sewer Project for the City of Redding
- Timber Lane Lift Station Replacement Project for the City of Anderson
- 3 Million Gallon Tank and Pipeline Water Project for the City of Red Bluff
- Sacramento River Trail Design for Jaxon Enterprises
- Oasis Road Specific Study for the City of Redding
- Subdivision Plans for Quail Hill, Land Park, River Ridge, and Stanford Hills Developments
- Site Plan for the Tehama County Administration Building and Juvenile Hall for Tehama County
- Shasta College Settling Pond Project for Shasta Community College
- Cortland Pines Water System Improvements
- Jackson Street Sewer Replacement Project for Quincy CSD
- Analysis of the Wastewater Collection System for Quincy CSD
- Fourth Street Overlay and Water Main Replacement for the City of Yreka
- Lodge Pole Avenue Sewer Main Replacement for City of Anderson
- Force Main Replacement Project for City of Shasta Lake

Master Plan Development

Mr. Krantz assisted in planning of water and sewer systems and computer programming for water and sewer system analysis and operation. He assisted in the development of Master Water Plans for the Cities of Yreka and Shasta Lake. Mr. Krantz also assisted in the development of Master Sewer Plans for the Cities of Red Bluff and Shasta Lake.

Construction Observation

Mr. Krantz acted as resident construction observer for the following projects:

- Sewer Improvements and Water Replacement Projects for the City of Weed
- Water System Replacement Project for the Gerber/Las Flores CSD
- Redding Rancheria Sewer Force Main Project for the RREDCO
- Sewer Repair Project for the City of Yreka
- Von Fossen Water Project, Dunsmuir and Sacramento Avenue Improvements, and the North Dunsmuir Reservoir Project for the City of Dunsmuir
- Water System Improvements Project for the City of Shasta Lake
- Shasta County Elk Trail Water Project



GARETT C. HATTENHAUER

Senior Engineer

OVERVIEW

Mr. Hattenhauer has been a member of the PACE Engineering team since 2007 and is a shareholder in the firm. He has experience in the following areas:

- Water Treatment Plant Design
- Wastewater Treatment Plant Design
- Water Distribution System Design
- Pump Station Design
- Water Measurement Systems Design
- Construction Management
- Construction Observation
- Compaction Testing
- AutoCAD Software, including Land Desktop & Civil 3D

ROLE

Project Manager

Water/Wastewater Engineer

EDUCATION

BS, Civil Engineering with an option in water resources, California State University, Chico, 2007

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2010

MEMBERSHIPS

American Public Works Association

American Society of Civil Engineers

California Water Environment Association

KEY PROJECTS

Mr. Hattenhauer has been involved with the design responsibilities on the following PACE Engineering projects:

- Shasta County Service Area No. 6 Elk Trail Water Improvements
- City of Yreka Wastewater Treatment Plant Improvements
- PG&E Volta Powerhouse Water System Improvements
- PG&E Pit 3, 4, & 5 Recreation Improvement Plan
- City of Yreka North Well and North St. BPS Improvements
- City of Yreka State Street Pump Station Upgrade
- Centerville CSD Muletown Pump Station
- Fall River Valley CSD 2012 Water System Improvements
- Siskiyou Joint Community College Well Nos. 4 & 5
- Shasta County Service Area No. 3 Castella Water System Improvements
- Anderson Landfill Waste Management Surface Water and Leachate Pump Stations
- Tennant CSD Water System Upgrade
- Quincy CSD Spanish Creek Outfall and Diffuser
- City of Yreka Fall Creek Water System Improvements
- City of Anderson I-5 Water Main Crossing
- City of Anderson Treatment Plant Emergency Storage Pond No. 5
- Mountain Gate CSD Water Treatment Plant Improvements
- City of Weed South Weed Well
- City of Weed Bel Air Tank Replacement

Mr. Hattenhauer has been involved with construction observation duties on the following PACE Engineering projects:

- Shasta County CSA No. 6 Elk Trail Water Improvements
- City of Redding Keswick Dam Transmission Main Repair
- Shasta County Service Area No. 3 Castella Water System Improvements
- City of Yreka North Well and North St. BPS Improvements
- City of Yreka State St. Pump Station Upgrade
- City of Yreka Wastewater Treatment Plant Improvements
- City of Anderson I-5 Water Main Crossing
- Centerville CSD Muletown Pump Station
- Anderson Treatment Plant Emergency Storage Pond No. 5
- Mountain Gate CSD 2012 Water Treatment Plant Improvements



GRANT A. G. MAXWELL

Senior Engineer

OVERVIEW

Mr. Maxwell has been a member of the PACE Engineering team since 2008 and is a shareholder in the firm. He has experience in:

- Project Management
- CWSRF/DWSRF Planning Grant
- Water and Sewer Modeling Software
- AutoCAD Software, including Land Desktop, Architectural Desktop, and Map3D
- Arc GIS Software
- Water Distribution, Sewage Collection System, Wastewater Treatment, and Water Treatment Design
- Land Surveying
- Construction Observation Experience for Water and Sewer Projects

ROLE

Project Manager

Water/Wastewater Engineer

EDUCATION

MS, Environmental Engineering,
California State University,
Sacramento, 2014

BS, Civil Engineering, California State
University, Chico, 2007

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2011

MEMBERSHIPS

American Public Works Association

American Society of Civil Engineers

California Water Environment
Association

American Water Works Association

KEY PROJECTS

Mr. Maxwell has been involved with planning design and/or construction observation responsibilities on the following PACE Engineering projects:

- City of Mt. Shasta State-Mandated Wastewater Treatment and Disposal Improvement Project
- City of Mt. Shasta Tank 1 and Roseburg Improvements
- City of Dorris Wastewater Treatment and Collection System Improvements
- American Valley CSD Wastewater Treatment and Disposal Improvements
- City of Weed Boles Fire – Water System Repair and Compliance Upgrades
- County of Shasta Landfill Drainage Pump Station
- Susanville Sanitary District Filtration and UV Disinfection Project
- Shasta CSD/COR Intertie Pump Station Project
- City of Mt. Shasta Supply Line Replacement Project

Mr. Maxwell has developed master water and/or sewer utility plans for Centerville CSD, City of Dunsmuir, City of Mt. Shasta, Shasta CSD, and the City of Yreka. He has also prepared numerous preliminary engineering, feasibility, and alternative analysis reports.

EXPERIENCE PRIOR TO JOINING PACE ENGINEERING

Prior to working for PACE, Mr. Maxwell was employed with Pilot Engineering, a civil engineering firm in San Bernardino, California, and Mendenhall Construction, a construction contractor in Red Bluff, California.



JESSICA L. CHANDLER

Senior Engineer

OVERVIEW

Ms. Chandler has been a member of the PACE Engineering team since 2012 and is a shareholder in the firm. She has experience in the following areas:

- Funding Applications for grant/loan programs including State Water Resources Control Board Clean Water and Safe Drinking Water State Revolving Fund Programs, and USDA Rural Development
- Water and Sewer Master Plans, Pollution Prevention Plans, Salinity Evaluation and Minimization Plans, Toxicity Reduction Evaluation Work Plans, Annual Operations Reports, Watershed Sanitary Survey, Reports of Waste Discharge, Preliminary Engineering Reports for Water and Wastewater Projects
- Water and Sewer Modeling Software
- AutoCAD Software, including Land Desktop and Architectural Desktop
- Arc GIS Software
- Water Distribution, Municipal Water Wells, and Water and Wastewater Treatment Plant Design
- Construction Management
- Construction Observation for Water and Sewer Projects
- Contract Operations for Drinking Water and Wastewater Facilities

ROLE

Project Manager

Water/Wastewater Engineer

EDUCATION

BS, Environmental Resources Engineering, Humboldt State University, 2012

AA, University Studies Natural Sciences, Shasta College, 2009

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2015

Grade III Wastewater Treatment Plant Operator Certification, CA

Grade II Water Treatment Plant Operator Certification, CA

Grade II Water Distribution Operator Certification, CA

KEY EXPERIENCE

Ms. Chandler has been involved with the design responsibilities and construction management on the following PACE Engineering projects:

- 2021 and 2026 Redding Area Watershed Sanitary Survey(s), Project Manager; 2018 Redding Area Watershed Sanitary Survey Carr Fire Update, Project Manager; 2015 Redding Area Watershed Sanitary Survey, Project Engineer
- Cottonwood Water District Water Asset Management Plan
- Westhaven CSD Well and Pipeline Replacement Project
- Sky View County Water District Water System Improvement Project
- Trinidad-Westhaven Emergency Intertie Project
- Westhaven CSD Disinfection Byproduct Reduction Project
- Shasta CSD and Keswick Intertie Project
- Shasta CSD Tanks and Pump Stations Replacement Project
- Wyntoon Leach Field & Wastewater Treatment Plant Improvement Project
- Keswick Water System Improvement Project
- Shasta CSD & City of Redding Intertie Pump Station Project
- City of Dunsmuir Wastewater Collection & Treatment Improvement Project Schedules A & B
- Burney Water District Collection System Improvement Project
- Burney Water District Well 9 Planning and Design Project

KEY EXPERIENCE (continued)

Ms. Chandler has been involved with construction observation and prevailing wage monitoring duties on the following PACE Engineering projects:

- City of Dunsmuir Wastewater Collection and Treatment Improvement Project Schedules A & B
- Shasta CSD & City of Redding Intertie Pump Station
- Wyntoon Leach Field & Wastewater Improvement Project

Contract Operations

Ms. Chandler is an on-call Grade III Wastewater Treatment Plant Operator for the City of Dunsmuir and Tehama County Sanitation District No. 1 wastewater treatment plants. Ms. Chandler has assisted with monthly reports and sampling and testing of various constituents at the Dunsmuir WWTP since 2013. Ms. Chandler also provides water contract operations for Pacific Service Employees Association (PSEA) camps Almanor, DeSabra, Shasta, Pit, and Britton.

Part-Time College Instructor

From 2018 to 2022, Ms. Chandler was a Wastewater Instructor in the Shasta College Water Treatment Technology program. The course used the CSU, Sacramento textbooks to prepare the students to take the State Certification Exam for wastewater treatment.



NICOLE HARRIS

Associate Engineer

OVERVIEW

Ms. Harris has been a member of the PACE Engineering team since February 2016 and is a shareholder in the firm. She has experience in the following areas:

- Water Distribution System Design
- Wastewater Treatment Plant Upgrade Design
- AutoCAD Software
- ArcGIS Software
- Prevailing Wage Monitoring
- Funding Applications for Grant/Loan Programs including State Water Resources Control Board Clean Water and Safe Drinking Water State Revolving Fund Planning and Construction
- Sanitary Sewer Management Plans
- Reports of Waste Discharge
- Contract Operations

ROLE

Project Manager

Water/Wastewater Engineer

EDUCATION

BS, Civil Engineering, California State University, Sacramento, 2014

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2021

Grade III Wastewater Operator Certification, CA

Grade II Water Treatment Plant Operator Certification, CA

Grade II Water Distribution Operator Certification, CA

Nuclear Gauge

MEMBERSHIPS

Society of Women Engineers

KEY PROJECTS

Ms. Harris has been involved with the design and/or construction responsibilities on the following PACE Engineering projects:

- Shasta Community Services District – Tanks and Pump Station Replacement Project
- Burney Water District – Sanitary Sewer Management Plan and Report of Waste Discharge
- Lewiston Community Services District – Water Distribution System Replacement and Well 8 Project
- City of Anderson – Anderson Park Village Consolidation Project
- Burney Water District – Water Meter Replacement Project, Phase 1
- City of Williams – Well 11 Project

Ms. Harris has been involved with Prevailing Wage Monitoring duties on the following PACE Engineering Projects:

- Maxwell Public Utility District – Well 6 Project
- Clear Creek Community Services District – Backwash Recycle Project, Phase 2
- Lewiston Community Services District – Wastewater Collection, Treatment, and Disposal Project
- Shasta County CSA #17 – Cottonwood WWTP Improvement Project

KEY EXPERIENCE

Contract Operation

Ms. Harris is a certified Wastewater Treatment Plant Operator and provides contract operations for City of Dunsmuir and Lewiston Community Services District wastewater treatment plants. Ms. Harris is a certified Water Treatment Operator and Water Distribution System Operator and performs contract operations as the Operator of Record for Lewiston Community Services District.



PAIGE CIBART

Staff Engineer

OVERVIEW

Ms. Cibart has been a member of the PACE Engineering team since 2017 and is a shareholder in the firm. Her areas of experience include:

- AutoCAD Software, including MechQ add-ons
- Arc GIS Software
- Water Distribution and Wastewater Treatment Plant Design
- Reports of Waste Discharge
- Funding Applications for Grant/Loan Programs
- Field Surveys
- Construction Observation

ROLE

Project Manager

Water/Wastewater Engineer

EDUCATION

BS, Civil Engineering, University of California, Irvine, 2017

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2022

MEMBERSHIPS

American Public Works Association

KEY PROJECTS

Burney WWTP Improvement Project

- Project Management
- Design
- Construction Administration

McArthur Well No. 1 Improvements

- Project Management
- Design
- Construction Administration

2021 Redding Area Watershed Sanitary Survey

- Project Engineer

City of Yreka Wastewater Collection System Improvements Project

- Field evaluation of existing collection system
- GIS wastewater collection system mapping
- Report of Waste Discharge

City of Weed Bypass Water Supply Project

- Design
- Preliminary Engineering Report
- Construction Funding Application

City of Dunsmuir Water Main Replacement Project

- Design
- Preliminary Engineering Report
- Construction Funding Application

Cottonwood Wastewater Treatment Plant

- Design
- Construction Observation

Mt. Shasta Water Distribution System Improvements

- Design



ERIN KISER

Staff Engineer

OVERVIEW

Ms. Kiser has been a member of the PACE Engineering team since 2022. She has experience in the following areas:

- AutoCAD Software, including MechQ add-ons
- Water Modeling Software
- Arc GIS Software
- Water Distribution and Wastewater Collection System Design
- Prevailing Wage Monitoring
- Funding Applications for Grant/Loan Programs
- Construction Administration and Observation

ROLE

Water/Wastewater Engineer

EDUCATION

BS, Civil Engineering, California State University, Chico, 2022

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2025

MEMBERSHIPS

Chi Epsilon

American Society of Civil Engineers

KEY PROJECTS

Ms. Kiser has provided engineering services for the following PACE Engineering projects:

City of Williams 2023 Water Master Plan

- Hydraulic Modeling

City of Yreka Water Supply and Storage Improvements Project

- Design

City of Yreka Wastewater Collection System Improvements Project

- Design
- Submittal Review

Shasta County CSA No. 2 Sugarloaf Water System Improvement Project

- Design
- Construction Administration/Management

City of Mt. Shasta State-Mandated Wastewater Treatment Plant Improvements

- Construction Administration
- Prevailing Wage Monitoring

Susanville Sanitary District Wastewater Treatment & Disposal Improvements Planning

- Preliminary Engineering Report
- Design

American Valley Community Services District Water System Improvement Project

- Hydraulic Modeling



JEFFREY KRANTZ

Staff Engineer

OVERVIEW

Mr. Krantz has been a member of the PACE Engineering team since 2018 and is a shareholder in the firm. His areas of experience include:

- Water Main Design
- Gravity Sewer Main Design
- Sewer Force Main Design
- Construction Inspecting
- AutoCAD Software
- ARC GIS Software
- Construction Administration Budgeting
- Data Analysis of Wastewater Discharge
- Engineering and Cadastral Surveys
- Field Surveys
- Labor Code Compliance
- Materials Testing
- Smoke Testing

ROLE

Water/Wastewater Engineer

EDUCATION

BS, Civil Engineering, University of Wyoming, 2017

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2022

MEMBERSHIPS

American Society of Civil Engineers (ASCE)

CERTIFICATIONS

Nuclear Gauge

ACI Grade I – Concrete Field Testing Technician

KEY PROJECTS

City of Mt. Shasta – Big Lakes Water Line Replacement Project

- Construction Observation

City of Mt. Shasta – Water Meter Installation Project

- Field Surveys

City of Dunsmuir – North Dunsmuir Water Main Replacements

- Construction Observation

City of Dunsmuir – South Dunsmuir Water Main Replacements

- Construction Observation

City of Shasta Lake – Force Main Replacement Project

- Project Engineer/Sewer Force Main Design

City of Mt. Shasta – Water Distribution System Improvements Project

- Pipeline Design

City of Weed – Sewer Replacement Project

- Construction Observation



TROY M. JONES

Senior Engineer

EXPERIENCE

Mr. Jones has been a member of the PACE Engineering team since 1995. He is a shareholder in the firm and has well-rounded experience in surveying, land development, and utility design. His varied areas of expertise include:

- Site Grading and Utility Design
- Subdivision Planning and Design
- Storm Water Sewage Collection and Water Distribution Systems
- FEMA Flood Elevation Determinations and Certificates
- Qualified Stormwater Pollution Prevention Plan Developer and Practitioner (QSD & QSP)

ROLE

Project Manager

Civil Engineer

EDUCATION

BS, Civil Engineering, California State University, Chico, 1995

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 1999

MEMBERSHIPS

American Society of Civil Engineers,
Past President - Shasta Branch

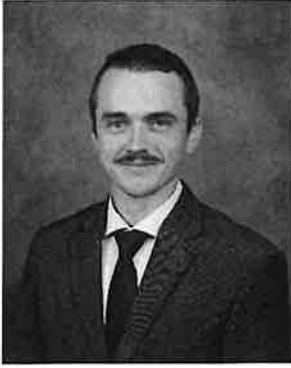
KEY PROJECTS

Mr. Jones has engineered site grading and utility plans, including topographic mapping and earthwork modeling, for schools, office complexes, commercial developments, and individual property owners. Representative projects include Churn Creek Retail, Shasta College Health and Science University Center, West Venture Medical Office Building, College of Siskiyou's Science Building, and Tehama County Administration Building.

As a Project Engineer and Project Manager, Mr. Jones has been involved in all phases of subdivision planning and design. He has prepared tentative and final maps, road designs, drainage systems, water distribution systems, sewer collection systems, as well as represented clients to municipal agencies and obtained government approval.

Working with both the private and the public sectors, Mr. Jones has provided engineering design services for a variety of infrastructure such as storm water and sewer collection system, water distribution, and storm water management systems.

Mr. Jones has provided FEMA flood elevation information for a variety of projects. This includes applications for Flood Elevation Certificates and Letter of Map Amendments (LOMA) for individual property owners and flood elevation determinations for the City of Red Bluff Bidwell Sewage Pump Station, Bella Vista Water District Welch Water Pump Station, and Shasta Baptist Church and School.



RYAN A. TURNER

Staff Engineer/Land Surveyor

OVERVIEW

Mr. Turner has been a member of the PACE Engineering team since 2022 and is a shareholder in the firm. He has experience in the following areas:

- Land Development
- Land Surveying and Photogrammetry
- Hydraulic Analysis
- Geodetic Mapping
- Grading Analysis
- Commercial Site Design
- Erosion/Sediment Control and MS4
- Pressurized Water Transmission and Distribution

ROLE

Civil Engineer

Land Surveyor

EDUCATION

BS, Civil Engineering, California State University, Chico, 2020

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2023

California, Land Surveyor, 2025

California Stormwater Quality Association, QSP/QSD, 2023

FAA, Part 61, Private Pilot License, 2016

FAA, Part 107, UAS License, 2021

MEMBERSHIPS

American Society of Civil Engineers (ASCE)

California Stormwater Quality Association (CASQA)

KEY PROJECTS

Mr. Turner has been assisting with engineering and surveying services on the following PACE projects:

- Modoc Medical Center
- Mountain View Middle School Admin Building
- Shasta College Campus Infrastructure Improvements
- Gerber Elementary Campus Infrastructure Improvements
- Tree of Life Charter School Classroom Improvements
- Westhaven CSD Wells and Pipe Project
- Moody Creek Drive Water Main Replacement
- PLAs within Shasta County (including lot mergers)
- FEMA Elevation Certificates

EXPERIENCE PRIOR TO JOINING PACE

W. Gilbert Engineering, Chico, CA

Staff Engineer/Crew Chief (Land Development/Survey), 2020-2022

- Residential surveys and engineering design for the rehabilitation of Paradise, CA after the Camp Fire.
- Design/Development of single- and multi-family projects within Butte County.

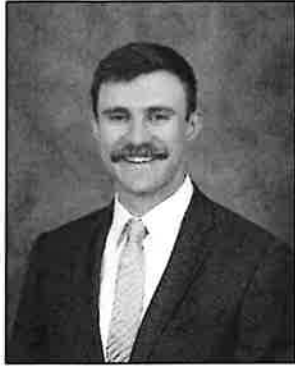
Converse Construction, Redding, CA

Engineer Intern, 2014-2020

- Traffic control diagrams and erosion sediment control plans to assist in construction.

KPFF, Roseville, CA

Survey Intern, 2020



QUINN HARNETT

Staff Engineer

OVERVIEW

Mr. Harnett has been a member of the PACE Engineering team since 2024. He has experience in the following areas:

- Land Development
- Grading Analysis
- Hydraulic Analysis
- Utility Design and Modeling (sanitary sewer, storm sewer, and water distribution)
- Erosion and Sediment Control
- Drainage and Utility Report Writing
- AutoCAD Civil 3D
- Construction Observation

ROLE

Civil Engineer

EDUCATION

BS, Ecological Engineering, The Ohio State University, 2018

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2025

Colorado, Civil Engineer, 2023

KEY PROJECTS

Mr. Harnett has provided engineering services for the following PACE Engineering projects:

- Shasta College – Building 100 Renovation
- City of Yreka – Urban Campground Plan
- Redding Electric Utility – Maintenance Operations Building
- City of Weed – Mill Fire Storm Drainage Infrastructure Replacement
- CalFire – Humboldt Del Norte Campus
- Junction City Elementary School – TK Classroom Addition
- North Cow Creek Elementary School Modernization
- City of Shasta Lake – Force Main and Pavement Improvements

OTHER RELEVANT EXPERIENCE

Prior to working for PACE, Mr. Harnett was employed with JVA, Inc., a Colorado structural, civil, and environmental consulting engineering firm at their Glenwood Springs, Colorado location. A brief sample of his experience includes providing engineering assistance on the following projects:

- Village at Mt. Crested Butte housing development (Mt. Crested Butte, CO)
- Regis Jesuit High School (Aurora, CO)
- Mesa County Early Childhood Education Center (Grand Junction, CO)
- Mt. Calvary Affordable Housing (Boulder, CO)
- Mineral Point Townhomes (Crested Butte, CO)
- Spring Valley Water Main Modeling (Boulder, CO)
- Riverdale Ridge High School, CTE Addition (Thornton, CO)
- University of Colorado, Residence One (Boulder, CO)



ROBERT F. HARP

Principal Engineer

OVERVIEW

Mr. Harp has been a member of the PACE Engineering team since 1984. He is a member of the Board of Directors and a principal shareholder in the firm. He has extensive structural engineering and roofing/waterproofing experience. His areas of particular expertise include:

- Structural Design of Buildings and Water and Wastewater Facility Structures
- Structural Design of Bridges, Industrial Facilities, and Retaining Structures
- Failure Investigations, Forensic Engineering, and Expert Witness
- Structural Plan Checking
- Roofing and Waterproofing
- Moisture Intrusion Investigations and Repair Recommendations
- Design of Structural Repairs and Retrofits
- Structural Design of Repairs and Upgrades to Historical Buildings

ROLE

Principal-in-Charge

Structural Department Head

Project Manager

EDUCATION

BS, Architectural Engineering, California Polytechnic State University, San Luis Obispo, California, 1983

AA, Architecture, Shasta College, Redding, California, 1980

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 1986

California, Structural Engineer, 1989

MEMBERSHIPS

- Structural Engineers Association of Central California
- Shasta Cascade Structural Engineers Association – Board of Directors, Technical Programs Committee Member, Past President
- American Society of Civil Engineers
- American Concrete Institute
- American Welding Society
- International Code Council
- American Council of Engineering Companies
- International Concrete Repair Institute
- American Institute of Steel Construction

KEY EXPERIENCE

Mr. Harp has managed numerous projects for Shasta College, City of Redding, McConnell Foundation, Cox Real Estate Consultants, Shasta County, and major insurance companies. He has also provided project management on the structural aspects of projects for architects, such as Stevens Design Group and Nichols, Melburg, and Rossetto.

Mr. Harp is engaged in other additional activities with PACE, including:

- Structural, fire, and life safety plan checking for building departments
- Assessment of facilities for compliance with accessibility requirements
- Structural design of industrial water and wastewater facilities: tanks, retaining structures, poles, towers, equipment anchorages and supports, and buildings
- Special inspection of concrete, masonry, welding, and adhesive anchor bolt installations
- Contract administration (construction management) for projects under construction

OTHER RELEVANT EXPERIENCE

Shasta College

Project Manager for campus wide re-roofing and waterproofing projects. Roof areas total more than 250,000 square feet. Responsible for preparing plans, technical specifications, contract documents, and construction management, including inspection on various campus wide projects.

Shasta County Administration Center

Project Manager for the structural design of a 105,000-square-foot, 3-story administration building and a 120,000-square-foot, 3-story parking structure. This fast-track project was \$3M under budget and completed on schedule.

City of Redding

Project Manager for structural re-roofing and waterproofing projects for the City of Redding, including: Convention Center, electrical control buildings, street-covered mall, bridges, and treatment plants.

Forks of Butte Hydroelectric Project

Project Manager for the structural design of a powerhouse and penstock for an 11.5 megawatt, \$52M hydroelectric power generation facility in Magalia, California. Mr. Harp was responsible for the design of the concrete powerhouse structure that supported a 1.0-million-pound generator and was located at the base of an active landslide.

Bridges

Mr. Harp has experience designing short and medium span bridges for highways, streets, and pedestrian usage. Mr. Harp has designed bridges constructed with concrete, steel, wood, and cable suspension materials. He has also prepared falsework designs for contractors.

Forensic Engineering

Project Manager for numerous investigations involving structural failures, material failures, failing roofing, and waterproofing systems. Mr. Harp has served as an expert witness on many cases including construction defects. Structural failures included buildings constructed with concrete, steel, and wood, as well as slabs on grade. Waterproofing failure and moisture intrusion investigations include most roofing types, exterior decks, below grade waterproofing (basements), and wall and window systems.

Specialized Waterproofing Training by the Roofing Industry Educational Institute (RIEI)

- Roofing Technology – RIEI
- Roofing Retrofitting – RIEI
- Roofing Inspection Diagnosis & Repair – RIEI
- Architectural and Low Slope Metal Roofing Systems – RIEI
- Single Ply and Modified Bituminous Roofing Systems
- Spray Applied Polyurethane Foam – RIEI and Spray Foam Alliance
- Energy Efficient Roofing, Hit the Roof - RIEI

PUBLICATIONS AND PRESENTATIONS

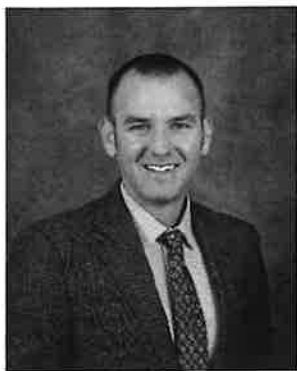
“Design and Construction Recommendations for Steel Moment Frames,” report to the City of Redding, 1998.

Co-authored, “Guide to Repairing and Strengthening Your Home before the Next Earthquake,” in conjunction with Larry Boisclair for Federal Emergency Management Agency (FEMA) in the aftermath of the April 25 and 26, 1992, Cape Mendocino earthquake in South Humboldt County.

Presentation, American Construction Inspectors Association for Structural Masonry, July 13, 1994.

Presentation, Shasta Cascade Structural Engineers Association Technical Program on plate connected wood trusses, 1992.

Guest lecturer for Professional Practice Class at Chico State University.



STEVEN P. WILSON

Senior Engineer

OVERVIEW

Mr. Wilson has been a member of the PACE Engineering team since 2005 and is a shareholder in the firm. He has experience in the following areas:

- Structural design of buildings
- Structural design of water and wastewater facilities, including tanks, vaults, containment basins, and filter foundations
- Structural design of concrete, wood, steel, and masonry structures
- Structural design of commercial, residential, industrial, and municipal structures
- Design of welded steel and bolted steel water tanks in accordance with AWWA D100 and AWWA D103
- Structural design of retaining structures
- Seismic evaluation and retrofit of existing buildings
- Engineering reports and feasibility studies
- Division of the State Architect (DSA) and California's Department of Health Care Access and Information (HCAI) regulated projects

ROLE

Project Manager

Structural Engineer

EDUCATION

BS, Civil Engineering, California State University, Chico, 2003

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2006

California, Structural Engineer, 2013

MEMBERSHIPS

American Society of Civil Engineers

American Welding Society

Shasta Cascade Structural Engineers Association

American Wood Council

American Institute of Steel Construction

American Concrete Institute

KEY PROJECTS

Mr. Wilson has been involved with the design responsibilities on the following PACE Engineering projects:

- PG&E Spaulding Dam Gallery Access Project
- PG&E Krause II Flume Replacement Project
- PG&E Eagle Canyon Flume Access Improvements Project
- College of the Siskiyous LPG Tank Relocation
- Cottonwood Water District Rhonda Road 1.0 MG Tank & Pipeline
- City of Anderson Booster Pump Station
- City of Dunsmuir River Avenue & Siskiyou Avenue Sewer and North Dunsmuir Reservoir Projects
- City of Shasta Lake Water Supply and Distribution Improvements
- College of the Siskiyous Sewage Lift Station
- City of Yreka WWTP Hypochlorite Storage Facility and Disposal Field Repair
- Centerville CSD Muletown Pump Station
- Shasta CSD Water Treatment Plant Improvements Project
- Eaton Victorian Home Structural Upgrade Project
- Anselmo Vineyards Wine Storage Building and Chapel

KEY PROJECTS (continued)

- Site Retaining Wall for Boulder Creek Elementary Classroom Additions
- Hatchet Ridge Wind Farm Operations and Maintenance Building and Oil Storage Building
- City of Yreka Fall Creek Water System Improvement Project
- Screen Wall for City of Anderson Veterans Walk of Honor
- Iron Mountain Mine Lifelines and Fall Safety Anchor Engineering
- Southern Aluminum Finishing – Redding Manufacturing Plant
- Wheelabrator Shasta/Lassen Power Plant Storage Rack Load Ratings and Seismic Anchorage Engineering
- Collins Pine Company – Chester Facility Lifeline and Fall Safety Anchor Engineering
- Bella Vista Water District 4mg Standpipe Repair & Recoat Project
- Hearst Corporation Storage Warehouse
- City of Mount Shasta Water Storage Tank Nos. 2, 3, & 4 Repainting Project

OTHER RELEVANT EXPERIENCE

Mr. Wilson has been involved with construction observation duties on the following PACE Engineering projects:

- Bella Vista Water District Wintu Pump Station & Water Treatment Plant Expansion Project
- City of Weed Water Replacement Project
- City of Dunsmuir Water and Sewer Projects
- College of the Siskiyous Sewage Lift Station Project
- City of Yreka WWTP Hypochlorite Storage Facility Project
- City of Redding Keswick Dam Transmission Main Repair Project
- PG&E Balch Afterbay Temporary Bypass Pipe Supports



SHAWN J. WADE

Principal Engineer

OVERVIEW

Mr. Wade has been a member of the PACE Engineering team since 2014. He is a member of the Board of Directors and a principal shareholder in the firm. He has experience in the following areas:

- AutoCAD and REVIT software
- Structural analysis using RISA-3D, ETABS, and SAP computer software
- Structural design of concrete, timber, steel, and masonry structures
- Architectural and structural design of commercial, residential, and municipal structures
- Preliminary engineering reports
- Division of the State Architect (DSA) and California's Department of Health Care Access and Information (HCAI) regulated projects
- Seismic evaluation and retrofit of existing buildings

ROLE

Principal-in-Charge

Project Manager

EDUCATION

MS, Civil Engineering, University of California, Davis, 2012

BS, Architectural Engineering, California Polytechnic State University, San Luis Obispo, 2010

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2013

California, Structural Engineer, 2017

MEMBERSHIPS

Structural Engineers Association
of Northern California

American Society of Civil Engineers

American Institute of Steel
Construction

KEY PROJECTS

Halsey Afterbay Trash Rake Safety Improvements

In order to improve safety, PG&E wanted to install a trash rake at Halsey Afterbay in order to clean the trash rack. Mr. Wade provided the engineering and design to modify the existing intake structure to support the new trash rake. In addition, he prepared specifications and worked closely with the vendors of the new trash rake and gate house structure.

Pit 3 and Rock Creek Powerhouses Consolidation and Modernization Projects

Mr. Wade provided architectural and structural design services for the consolidation and modernization projects at both Pit 3 and Rock Creek Powerhouses. Both powerhouses were improved to include new control rooms, kitchen, bathrooms, offices, and meetings rooms.

Blue Lake Rancheria Hotel Seismic Retrofit

Mr. Wade provided architectural and structural design services to repair both design and construction deficiencies on the four-story wood framed structure (approximately 68,000 square feet). Repairs included complete renovation of the lateral force resisting system including diaphragms, chords/collectors, shear walls, and foundations.

Butte County Evidence and Morgue Facility

Mr. Wade provided structural engineering services for the new 11,000-square-foot structure. The structure consisted of metal deck over structural steel roof framing and masonry bearing/shear walls. Additionally, Mr. Wade served as the project manager for the PACE team that also included civil, mechanical, electrical, plumbing, and technology design services.

Pit 1 Low-Level Outlet Replacement and Cofferdam

Mr. Wade provided structural design for a Cofferdam at the Pit 1 Forebay Dam. The Cofferdam was designed such that only one of the two radial gates would be dewatered at a time to maintain the required in-stream flow releases. Additionally, Mr. Wade prepared several instream bypass schematics to dewater the spillway and facilitate installation of the Cofferdam.

EXPERIENCE PRIOR TO JOINING PACE ENGINEERING

Prior to working for PACE, Mr. Wade was employed with Buehler & Buehler Structural Engineers in Sacramento, California for 2½ years. His experience includes the following:

- Project engineer for a two-story steel, 45,000-square-foot Justice Center for the Tule River Tribe in Porterville, California.
- Project engineer for CMU classroom expansion at Golden Hills ROP in Fairfield, California.
- Member of the structural design team for the new Yolo Courthouse in Woodland, California, and the new tower and expansion at Rideout Memorial Hospital in Marysville, California.
- Project engineer designing with Insulated Concrete Forms (ICF) at Maricopa County Department of Transportation in Buckeye, Arizona, and at the Indian Health Services Southern California Youth Regional Treatment Center in Hemet, California.



ELI S. JURISICH

Senior Engineer

OVERVIEW

Mr. Jurisich has been a member of the PACE Engineering team since 2019 and is a shareholder in the firm. He has experience in the following areas:

- Structural design of buildings including commercial, industrial, educational, health care, and religious facilities.
- Structural design of wood, concrete, masonry, steel, and aluminum structures.
- Structural design of industrial equipment supports and foundations including dynamic analyses of foundations.
- Structural design of water and wastewater facilities.
- Structural design of power generation facilities.
- Seismic evaluation and retrofit of existing structures.
- Division of the State Architect (DSA) of California's Department of Health Care Access and Information (HCAI) regulated projects.
- Structural design of earth retaining structures.
- Structural design of agricultural storage and processing structure.

ROLE

Project Manager

Structural Engineer

EDUCATION

BS, Civil Engineering, California
Polytechnic State University, San Luis
Obispo, 1996

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 1999

California, Structural Engineer, 2004

Oregon, Professional Engineer, 2022

Oregon, Structural Engineer, 2022

MEMBERSHIPS

Structural Engineers Association
of California

American Society of Civil Engineers

KEY PROJECTS

Mr. Jurisich has provided engineering services for the following PACE Engineering projects:

- Lewiston Community Services District Wastewater Collection, Treatment, and Disposal Project
- City of Mt. Shasta State-Mandated Wastewater Treatment and Outfall Improvement Project
- Redding Rancheria Wellness Clinic
- PG&E Hendricks Canal Repair

EXPERIENCE PRIOR TO JOINING PACE ENGINEERING

Prior to working for PACE, Mr. Jurisich's 22 years of structural engineering experience included employment with Kibler and Kibler Architecture and Engineering, CH2M Hill, and The Engineering Company, all in Redding, California. A brief sample of his experience includes providing structural engineering services on the following projects:

- Southern Nevada Water Authority, Lake Meade Low Level Aqueducts
- Redding School of the Arts, Redding, CA
- Risen King Church, Redding, CA
- Shasta Community Health Center Expansion, Redding, CA
- Shasta Orthopedic and Sports Medicine, Redding, CA
- Crystal Geyser, Mt. Shasta, CA
- Sierra Pacific Cogeneration, Anderson, CA
- Sierra Pacific Sawmill, Burney, CA
- Boundary Bend Olive Oil Processing, Woodland, CA
- Anderson Ranch Walnut Storage and Processing, Vina, CA
- Glenn County Landfill Transfer Station, Artois, CA
- Sheraton Hotel, Redding, CA
- Simpson College Student Services Building, Redding, CA



JEN C. COLLINS

Staff Engineer

OVERVIEW

Ms. Collins has been a member of the PACE Engineering team since 2021 and is a shareholder in the firm. She has experience in the following areas:

- Structural design of buildings including commercial, residential, and municipal structures
- Structural design of wood, cross-laminated timber (CLT), concrete, masonry, steel, and cold form metal structures
- Seismic evaluation and retrofit of existing buildings
- Structural analysis using RISA, ETABS, and SAP computer software

ROLE

Civil Engineer

EDUCATION

MS, Civil Engineering, Portland State University, Portland, Oregon, 2016

BS, Civil Engineering, Portland State University, Portland, Oregon, 2014

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2023

Oregon, Civil Engineer, 2019

MEMBERSHIPS

American Institute of Steel Construction

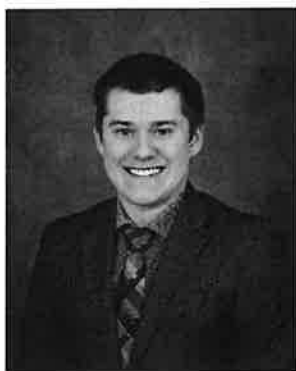
The Masonry Society

National Council of Structural Engineers Association

EXPERIENCE PRIOR TO JOINING PACE ENGINEERING

Prior to working for PACE, Ms. Collins was employed with KPFF Consulting Engineers in Portland, Oregon, for seven years. Her experience includes providing structural engineering services on the following projects:

- Project Engineer for Beaverton Public Safety Center, a Risk Category IV steel and CLT structure housing the municipal police and operations facility in Beaverton, Oregon
- Project Engineer for the seismic retrofit of an existing concrete tilt-up building for the Tualatin Valley Fire and Rescue Operations and Storage Facility in Tualatin, Oregon
- Design Engineer for a thirteen-story steel building for the Multnomah County Health Department in Portland, Oregon
- Design Engineer for flood protection structures as part of Steigerwald Floodplain Restoration Project in Washougal, Washington
- Design Engineer of the seismic retrofit and tenant improvement for the Carlton Grain Elevator, a 1918 wood structure



NATHAN CHANDLER

Staff Engineer

OVERVIEW

Mr. Chandler has been a member of the PACE Engineering team since 2021 and is a shareholder in the firm. He has experience in the following areas:

- AutoCAD and REVIT software
- Structural analysis using RISA-3D and SAP computer software
- Structural design of municipal, commercial, residential, and retaining structures
- Structural design of concrete, masonry, steel, and wood structures
- Design of welded steel and bolted steel water tanks in accordance with AWWA D100 and AWWA D103
- Division of the State Architect (DSA) and California's Department of Health Care Access and Information (HCAI) regulated projects

ROLE

Civil Engineer

EDUCATION

BS, Civil Engineering, California State University, Chico, 2020

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2024

MEMBERSHIPS

American Society of Civil Engineers

American Institute of Steel Construction

KEY PROJECTS

Mr. Chandler has been involved with the design responsibilities on the following PACE Engineering projects:

City of Redding, Foothill Water Treatment Generator Project

Design Engineer for a 1.75-megawatt generator equipment pad, site retaining wall, and CMU wall and steel-framed shade structure for essential electrical equipment.

City of Lakeport, Scott's Creek Access Structure

Design Engineer for a 30-foot-long aluminum access gangway structure for seasonal access to the Scott's Creek well intakes.

City of Shasta Lake, Centimudi Water Storage Tank Project

Design Engineer for an approximate 2.45-million-gallon concrete water storage tank and equipment canopy structure.

Clear Creek Community Services District (Lassen Co.), Drinking Water System Improvements Project

Design Engineer for an approximate 0.40-million-gallon concrete water storage tank, an approximate 20-foot by 30-foot concrete spring source reservoir with an aluminum reservoir cover, and an approximate 16-foot by 18-foot CMU pump station.

Copper Ridge Care Center, HVAC Replacement Projects

Design Engineer for the structural retrofit of existing roof framing and shear walls for the installation of new rooftop-mounted HVAC equipment.



ADAM NICHOLS

Staff Engineer

OVERVIEW

Mr. Nichols has been a member of the PACE Engineering team since 2022. He has experience in the following areas:

- AutoCAD and Revit software
- Structural analysis using RISA-3D
- Structural design of concrete, timber, steel, and masonry structures
- Architectural and structural design of commercial, residential, and municipal structures
- Seismic evaluation and retrofit of existing buildings

ROLE

Civil Engineer

EDUCATION

BS, Civil Engineering, California State University, Chico, 2022

PROFESSIONAL REGISTRATIONS

California, Civil Engineer, 2025

KEY PROJECTS

Mr. Nichols has provided engineering services for the following PACE Engineering projects:

Shasta CSD Office Building

- Provided architectural and structural design services during construction of the office and shop buildings.

Paint Mart Larkspur Fire Damage

- Evaluated the fire-damaged building and provided architectural and structural design services for the repairs and remodel.

SPI Eugene Large Log Mill

- Provided design and analysis of the steel substructure and footings.

SPI Lincoln Breakroom Building

- Provided architectural and structural design services for a 1,500-square-foot detached breakroom.

Corning High School Electrical Anchorage

- Provided structural design services for the design of equipment pads and anchorage of the transformer and switchboard. Facilitated approval of construction documents through Division of the State Architect (DSA).



BRYAN M. BARNES

Senior Engineer

OVERVIEW

Mr. Barnes has been a member of the PACE Engineering team since 2016. He is a shareholder and has extensive experience in the electrical power and lighting, fire alarm, control, and technology design of educational, commercial, industrial, healthcare, and municipal facilities, including:

- Engineering Reports
- Arc Flash Analysis and Protective Device Studies
- Electrical, Fire Alarm, and Technology Drawings and Specifications
- Startup, Testing, and Inspection
- Conformance to IES HCAI, DSA, and LEED Standards
- Compliance with California Building, Electrical, Fire Alarm, and Energy Codes

ROLE

Project Manager

Electrical Engineer

EDUCATION

BS, Electrical and Computer Engineering,
Oregon State University, Corvallis, 2014

PROFESSIONAL REGISTRATIONS

California, Electrical Engineer, 2018

MEMBERSHIPS

Institute of Electrical and Electronic
Engineers (IEEE)

KEY EXPERIENCE

Power

- Electric utility company coordination
- Power system studies
- Load analysis studies
- Building electrical power distribution design
- Medium voltage substation and distribution design
- Emergency, required, and optional generation design
- Photovoltaic solar and battery storage system design
- Electric vehicle charging station design
- Energy code compliance documentation

Lighting

- Interior and exterior building lighting design
- Emergency and egress building lighting design
- Heliport lighting design
- Complete photometric studies
- Specialized lighting selection
- Lighting acceptance testing
- Energy code compliance documentation

Fire Alarm

- Fire pump system design
- Educational, residential, commercial, healthcare, and industrial fire alarm system design

Technology

- Complete technology design for telephone and voice, data, CCTV, security cameras, access control, speaker, intercom, public announcement, clock/bell, and wireless access points



CALVIN ABSHIER

Associate Engineer

OVERVIEW

Mr. Abshier has been a member of the PACE Engineering team since 2015 and is a shareholder in the firm. His areas of experience include:

- Electrical Power Distribution Design
- Lighting System Design
- Fire Alarm System Design
- Arc Flash System Analysis
- Breaker Coordination Studies
- Compliance with California Energy Commission and DSA Standards

ROLE

Project Manager

Electrical Engineer

EDUCATION

BS, Electrical Engineering,
California Polytechnic State
University, San Luis Obispo, 2015

PROFESSIONAL REGISTRATIONS

California, Electrical Engineer,
2018

MEMBERSHIPS

Institute of Electrical and
Electronic Engineers (IEEE)

KEY EXPERIENCE

Electrical Power Distribution and Lighting System Design

Mr. Abshier designs electrical power distribution and lighting systems for various types of facilities including schools, healthcare, restaurants, shopping centers, retail businesses, multi-family residences, and water/wastewater. Project design encompasses calculations for service sizing, lighting allowances, voltage drop and utility coordination, development of one-line diagrams, panelboard schedules, and electrical system compliance with CEC, Title 24, DSA, and HCAI requirements, as well as all applicable local ordinances and statutes.

Fire Alarm System Design

Mr. Abshier designs fire alarm systems for all building and occupancy types including fire stations, businesses, schools, healthcare facilities, and residences, among others. Integration of new fire alarm systems with existing is a regular component of project design, which includes device location and interconnection, system riser diagram, battery and voltage drop calculations, and coordination with the fire alarm monitoring company. Mr. Abshier is intimately familiar with the requirements of CEC, DSA, HCAI, and NFPA.

Power Generation Systems

Mr. Abshier's power generation system design services extend from DC battery inverters to diesel, propane, and natural gas generators to PV systems, both stand-alone and utility interactive. Design elements include evaluation of connected load, system run-times, and integration with the electrical system. Mr. Abshier frequently performs reviews of PV systems for compliance with CEC and local requirements and works with clients and manufacturers on system components.

Arc Flash System Analysis and Protective Device Studies

Mr. Abshier provides protective device studies and arc flash analysis for utility, industrial, and commercial facilities. Protective device studies involve analysis of the facility's electrical system including overcurrent protective device (OCPD) models, one-line diagrams, modeling of electrical system, analysis of fault simulations, and selection of OCPD settings. Arc flash analysis encompasses analysis and modeling of the facility's electrical system including model information and conductor sizes and run length, examination of arc flash simulation results, and development and placement of arc flash labels.



NICHOLAS PECK

Staff Engineer

OVERVIEW

Mr. Peck has been a member of the PACE Engineering team since 2021. He has experience in the following areas:

- Power Distribution System Design
- Lighting System Design
- Fire Alarm Design
- Protective Device Coordination Studies
- Arc Flash Analysis
- Engineering Reports

ROLE

Electrical Engineer

EDUCATION

BS, Electrical Engineering, Arizona State University, 2021

PROFESSIONAL REGISTRATIONS

California, Electrical Engineer, 2024

KEY EXPERIENCE

Electrical Power Distribution and Lighting System Design

Mr. Peck provides power distribution and lighting designs for a variety of facilities such as commercial centers, schools, healthcare, industrial, and residential buildings. The power distribution design generally involves coordination of electric utility services; one-line diagrams; panelboard schedules; power plans; and voltage drop, short circuit, and load calculations in accordance with the 2019 California Electrical Code (CEC) and the Authority Having Jurisdiction (AHJ). The lighting system design includes interior and exterior lighting, photometrics studies, lighting control systems, and calculations in accordance with the CEC and 2019 California Building Energy Efficiency Standards (CBEES).

Fire Alarm Design

Mr. Peck provides fire alarm designs for a variety of facilities such as schools, commercial/retail centers, and residential buildings. The fire alarm design generally includes detailed device/equipment layout, complete riser diagrams, and voltage drop and battery calculations in accordance with NFPA and AHJ requirements.

Protective Device Coordination Studies and Arc Flash Analysis

Mr. Peck provides protective device studies and arc flash analysis for utility, industrial, and commercial facilities. Protective device short circuit coordination studies involve analysis of the facility's electrical system including overcurrent protective device (OCPD) models, one-line diagrams, modeling of electrical system, analysis of fault simulations, and selection of OCPD settings. Arc flash analysis encompasses analysis and modeling of the facility's electrical system including model information and conductor sizes and lengths, examination of arc flash simulation results, and development and placement of arc flash labels.



ANTHONY A. BOWSER

Principal Engineer

OVERVIEW

Mr. Bowser has been a member of the PACE Engineering team since 2003. He is a member of the Board of Directors and a principal shareholder in the firm. He has extensive experience in the electrical design of educational, commercial, healthcare, and municipal facilities. His areas of experience include:

- Electrical Power Distribution
- Lighting System Design
- Fire Alarm System Design
- Automated Control Systems
- Standby Generating Systems
- Stand Alone and Utility-Interactive Photovoltaic (PV) Design
- Protective Device Studies and Arc Flash Hazard Analysis
- Conformance to California Energy Commission, HCAI, DSA, and LEED Standards

KEY EXPERIENCE

Electrical Power Distribution and Lighting System Design

Mr. Bowser provides the power distribution and lighting system designs for facilities such as schools, healthcare facilities, water treatment plants, commercial/retail centers, and apartment complexes. Power distribution design encompasses the coordination with electric utility for service, one-line diagram, complete panelboard schedules, and load calculations in accordance with the authority having jurisdiction. Lighting system design includes interior and exterior lighting control, calculations in accordance with 2019 Title 24, photometric studies, and conformance to LEED standards.

Fire Alarm System Design

Mr. Bowser provides the fire alarm system design for facilities such as schools, healthcare clinics, hospitals, and commercial/retail centers. Fire alarm system design consists of a riser diagram, complete voltage drop and battery calculations in accordance with NFPA 72, and compliance with DSA and HCAI requirements.

Automated Control Systems

Mr. Bowser has vast experience in developing control systems for various pumping stations and water treatment plants. The control systems design typically includes logic diagrams, automated operation with PLCs/RTUs, radio communications, design of the SCADA system, and creation of functional descriptions detailing the facility's automated operation.

Separately Derived System Design

Mr. Bowser provides field studies and designs for separately derived systems such as generators (standby and prime power) and PV systems (stand alone and utility interactive). For generators, the scope generally consists of analyzing the facility's electrical system, determining fuel source and run requirements, load analysis, and transfer switch configuration. For PV systems, the scope typically includes electrical system analysis, utility coordination, component research and selection (modules, inverters, batteries, charge controllers, conductors), one-line and three-line diagrams, and applicable system calculations.

ROLE

Principal-in-Charge

Electrical Department Head

Instrumentation and Controls
Department Head

Project Manager

EDUCATION

BS, Electrical/Electronic
Engineering, California State
University, Chico, 2003

PROFESSIONAL REGISTRATIONS

California, Electrical Engineer,
2006

Washington, Electrical Engineer,
2017

Montana, Electrical Engineer,
2018

Nevada, Electrical Engineer, 2020

MEMBERSHIPS

National Fire Protection
Association (NFPA)

Institute of Electrical and
Electronic Engineers (IEEE)

Tau Beta Pi (TBP)

Eta Kappa Nu (HKN)



BRYAN GENTLES

Associate Engineer

OVERVIEW

Mr. Gentles has been a member of the PACE Engineering team since 2019 and is a shareholder in the firm. He has experience in the following areas:

- Software Development for SCADA and PLC systems
- Electrical Power Distribution Design
- Lighting System Design
- Standby Generating Systems
- Conformance to California Energy Commission Standards

ROLE

Project Manager

Instrumentation and Controls Engineer

Electrical Engineer

EDUCATION

BS, Electrical/Electronic Engineering,
California State University, Chico, 2019

PROFESSIONAL REGISTRATIONS

California, Electrical Engineer, 2022

CERTIFICATIONS

Ignition 8.1

KEY EXPERIENCE

Software Development for SCADA and PLC Systems

Mr. Gentles has experience designing and integrating control systems for pump stations, water treatment plants, and wastewater treatment plants. The control system design typically includes logic diagrams, radio communications, design of the SCADA system, network communications, security, and functional descriptions of the system's automated controls. Integration typically includes SCADA development, programming of PLCs/RTUs, radio, remote access, and computer security configuration.

Electrical Power Distribution and Lighting System Design

Mr. Gentles provides power distribution and lighting designs for a variety of facilities such as commercial/retail centers, industrial facilities, schools, and municipal facilities such as water treatment plants. Project design encompasses calculations for service sizing, lighting allowances, voltage drop and utility coordination, one-line diagrams, panelboard schedules, and electrical system compliance with CEC, Title 24, and all applicable local ordinances and statutes.

Standby Generating Systems

Mr. Gentles provides standby generator system designs that consist of analyzing the facility's electrical system and performing load calculations to select and determine the appropriate generator size. The design generally includes transfer switch configurations, fuel source analysis, load requirements, and integration into the electrical system.



SEAN McGUIGAN

Staff Engineer

OVERVIEW

Mr. McGuigan has been a member of the PACE Engineering team since 2017 and is a shareholder in the firm. He has experience in the following areas:

- Software development for SCADA and PLC systems
- Electrical and controls design for water and wastewater systems
- Communication system design

ROLE

Project Manager

Staff Engineer

EDUCATION

BS, Computer Engineering, California State University, Chico, 2017

CERTIFICATIONS

Ignition 8.1

KEY EXPERIENCE

Mr. McGuigan has experience designing and integrating control systems for various pump stations, water treatment plants, and wastewater treatment plants. The control system design typically includes logic diagrams, radio communications, design of the SCADA system, network communications, design of physical security/safety systems, and the functional description of the system's automated controls. Integration typically includes SCADA development and programming of PLCs/RTUs, radio and network equipment configuration, remote access configuration, and computer security configuration.

KEY PROJECTS

Mr. McGuigan is involved with the implementation and testing of the SCADA systems for the following projects:

- Shasta CSD Tank and Pump Station Replacement
- City of Williams PSV Improvements

Mr. McGuigan was involved with design for the following projects:

- Konocti County Water Treatment Plant Improvements
- Cottonwood Wastewater Treatment Plant Improvements
- Lewiston CSD Wastewater Collection, Treatment, and Disposal Project
- City of Mt. Shasta State-Mandated Wastewater Treatment and Disposal Improvement Project
- Shasta CSD & CSA #25 - Keswick Intertie Project



ADAM MILLER

Associate Engineer

OVERVIEW

Mr. Miller has been a member of the PACE Engineering team since 2018 and is a shareholder in the firm. He has experience in the following areas:

- Building Envelope and HVAC Load Calculation and Computer Modeling
- HVAC, Kitchen Hood Systems, and Ductwork Design
- Plumbing and Water Heating Design
- Controls Design for Process, SCADA, and PLC Systems

ROLE

Mechanical Department Head

Project Manager

EDUCATION

BS, Mechanical Engineering, Western Michigan University College of Engineering, 2011

PROFESSIONAL REGISTRATIONS

California, Mechanical Engineer, 2021
Oregon, Mechanical Engineer, 2022

MEMBERSHIPS

ASHRAE – American Society of Heating, Refrigeration, and Air Conditioning Engineers

KEY PROJECTS

Mr. Miller has been involved with HVAC and plumbing design for the following projects:

- Butte County Sheriff's Department Morgue and Evidence Storage Buildings
- Meadowlane Elementary School Gymnasium and Kitchen
- Cal Fire, National Parks Service, and Various Utility Generator Additions
- Shasta Community Services District Office Building
- Redding Charter Communications Office Remodel
- Lakeport Community Center HVAC Remodel
- Sierra Pacific Eugene Fabrication Shop and Office
- Blue Lake Rancheria Tribal/Justice Center
- Department of Rehabilitation Tenant Infill
- Numerous Water and Wastewater Facilities

Mr. Miller was involved with controls design for the following PACE Engineering projects:

- Lewiston Community Services District Wastewater Collection, Treatment, and Disposal Project
- City of Mt. Shasta State-Mandated Wastewater Treatment and Disposal Improvement Project

OTHER RELEVANT EXPERIENCE

Industrial Control Systems, LLC

Provided engineering services to develop automation and control systems for plant processes and equipment manufacturers. Worked with facility engineers and clients to maintain, upgrade, and install new systems. These systems consisted of natural gas processing, SCADA, paper manufacturing, wastewater treatment facilities, and small and large equipment manufacturers.



CHRISTOPHER NEEDHAM

Staff Engineer

OVERVIEW

Mr. Needham has been a member of the PACE Engineering team since 2019 and is a shareholder in the firm. His areas of experience include:

- Building Envelope and HVAC Load Calculation and Computer Modeling
- HVAC and Ductwork Design
- Plumbing and Water Heating Design
- CAD Software

ROLE

Mechanical Engineer

EDUCATION

BS, Mechanical Engineering, University of California, Davis, 2015

PROFESSIONAL REGISTRATIONS

California, Mechanical Engineer, 2021

MEMBERSHIPS

ASHRAE – American Society of Heating, Refrigeration, and Air Conditioning Engineers

ASPE – American Society of Plumbing Engineers

KEY PROJECTS

Mr. Needham has been involved with the design responsibilities on the following PACE Engineering projects:

- Butte County Sheriff's Department Morgue and Evidence Storage Buildings
- New Transfer Station for Mammoth Disposal
- City of Mt. Shasta State-Mandated Wastewater Treatment and Disposal Improvement Project
- Shurmer Gymnasium Boiler System Revision for California State University, Chico
- City of Redding Wastewater Treatment Plant (WWTP) Generators
- California Department of Rehabilitation Facility, Chico
- Blue Lake Rancheria Tribal/Justice Center
- Holt Hall Fish Lab Relocation for California State University, Chico



KELLYN SMITH

Staff Engineer

OVERVIEW

Mr. Smith has been a member of the PACE Engineering team since 2021. He has experience in the following areas:

- HVAC design
- Plumbing design
- CAD software

KEY PROJECTS

Mr. Smith has been involved with the plumbing and HVAC design for the following projects:

- Ember Valley Manufacturing – New Processing Facility
- Huttopia Six Sigma – New Glamping Compound
- CSU Chico – Fourth Floor Library Renovation
- Westhaven CSD – New Control Services Building

EXPERIENCE PRIOR TO JOINING PACE

University of Portland Physical Plant

Provided maintenance assistance, including repairs and remodels, to mechanics and plumbers for campus buildings, campus grounds, and infrastructure.

ROLE

Staff Engineer

EDUCATION

BS, Mechanical Engineering,
University of Portland, 2020

PROFESSIONAL REGISTRATIONS

California, Mechanical Engineer, 2024



JESSE J. LENAHER

Principal Land Surveyor

OVERVIEW

Mr. Lenaker has been a member of the PACE Engineering team since 2016 and is a principal shareholder in the firm. Mr. Lenaker has a multifaceted background with experience in ALTA, boundary, topographic, control, residential development, commercial, construction, and public works land surveys. Mr. Lenaker specializes in managing projects requiring advanced techniques, such as GPS/GNSS surveying and statistical network analysis, to perform geodetic and mapping services in both the field and office environments. Additionally, Mr. Lenaker's expertise includes:

- Aerial and LiDAR Surveying
- Earthwork Analysis/Surface Modeling
- Cadastral Surveying
- Right-of-Way Acquisition
- Legal Description/Exhibit Preparation
- City and District Surveying Services

ROLE

Principal-in-Charge

Survey Department Head

Project Manager

EDUCATION

BA, Natural Science,
California State University, Chico,
2015

PROFESSIONAL REGISTRATIONS

California, Land Surveyor, 2008

MEMBERSHIPS

California Land Surveyors
Association (CLSA)

KEY PROJECTS

As a licensed land surveyor and project manager, Mr. Lenaker has provided support for multiple projects at PACE, including:

- AT&T - Various Projects throughout Humboldt, Shasta, Siskiyou, and Tehama Counties
- Bella Vista Water District - Various Projects
- Brookfield Renewable - Collett Dam – Monitoring
- Cities of Mt. Shasta, Redding, Weed, and Yreka - Various Projects (including Right-of-Way)
- Coleman National Fish Hatchery - Trapping and Sorting Facility
- County of Siskiyou - County Surveyor (contract)
- Iron Mountain Mine - On-Call Survey/Monitoring
- Lewiston CSD - WWTP/Collection System
- Maxwell Public Utility District Well 6 Site - Boundary/Topo
- PG&E - Various Projects throughout Alpine, Butte, Humboldt, Placer, Shasta, and Tehama Counties
- Redding Area Bus Authority - Parcel Acquisition
- Redding Rancheria - Topographic Survey for Health Campus
- Shasta College - Topographic Survey of Overall Campus
- Shasta CSD - Various Projects (including Right-of-Way)
- Stewardship Council - Cadastral Surveying Projects throughout Fresno, Lake, Mendocino, Placer, and Shasta Counties
- Tehama County - Bridge Replacement Projects - Columbia Road, Kirkwood Road, and Evergreen Road
- Union Pacific Railroad, Dunsmuir Railyard, Interim Measures
- Yuba Water Agency - Lake Francis Dam Survey

KEY PROJECTS PRIOR TO JOINING PACE

Hi-Desert Water District – Managed surveying services for 8+ miles of water infrastructure improvements; designed water systems; established geodetic control; prepared topographic maps utilizing both conventional and aerial methods; performed right-of-way mapping; prepared easement documents; provided surveying consulting services; attended board meetings regularly.

Joshua Basin Water District – Managed surveying services for 15,000 feet of survey cross-sections for the District's recent pipeline replacement projects.

Metropolitan Water District of Southern California – Performed on-call boundary analysis for multiple projects via workshare arrangement and supervised preparation of RS maps.

Town of Yucca Valley – Provided on-call surveying services for FEMA mapping, boundary establishment, and right-of-way dispute consulting.

Copper Mountain College – Performed survey for environmental mitigation; prepared legal descriptions; performed boundary survey for entire campus.

Morongo Band of Mission Indians – Responsible for initial boundary research and analysis for over six sections of tribal land; provided on-call control and topographic surveying services.

Agua Caliente Band of Indians – Responsible for initial planning and management of precise control network utilized in construction of multi-floor casino/hotel. Utilized least-squares methodology to ensure that project's accuracy requirements were statistically achieved.

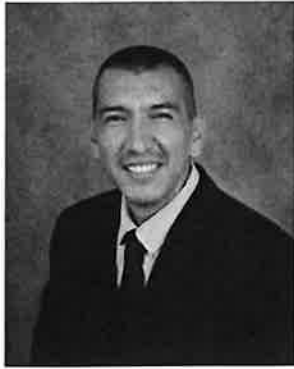
City of Palm Desert – Provided on-call monument rehabilitation services; prepared corner records; prepared lot line adjustment plats and documents.

City of La Quinta – Worked with team to establish City's Geodetic Control Network based upon NAD83, NAVD88 datums.

City of Murrieta, Murrieta Sports Park – Performed control adjustment and construction calculations; built 3D GPS template-model to facilitate machine automation.

Lennar Homes – Performed all control and construction survey calculations for Lennar's Harveston & Greer Ranch residential communities; performed real-time earthwork volumetric calculations for 650+ removal/stockpile surveys.

Pardee Homes – Supervised final mapping for 20+ projects (1200+ lots); prepared easement documents; assisted with tentative mapping; performed construction calculations and GPS analysis; developed strong relationships with City and Client staff; responded creatively to Client's sensitive timelines and needs.



IGNACIO SANCHEZ

Senior Land Surveyor

OVERVIEW

Mr. Sanchez has been a member of the PACE Engineering team since 2005 and is a shareholder in the firm. He has experience in the following areas:

- AutoCAD Civil 3D and MicroStation CAD Platforms
- Boundary and Cadastral Surveying
- Construction Safety and Compliance
- Construction Surveying
- Easement and Right-of-Way Acquisition
- Legal Description and Exhibit Preparation
- Monitoring and Control Networks
- Property Line Adjustments
- Record of Survey Preparation
- Subdivision and Parcel Map Preparation
- Topographic Surveying

ROLE

Project Manager

Land Surveyor

EDUCATION

AS, AutoCAD/Manual Drafting

High-Tech Institute, 2001

PROFESSIONAL REGISTRATIONS

California, Land Surveyor, 2015

CERTIFICATIONS

30-Hour OSHA Certification

PG&E Hydro Generation Contractor
Safety Training Program

First Aid/CPR

Notary Public (California)

MEMBERSHIPS

California Land Surveyors Association

KEY PROJECTS

Mr. Sanchez has provided surveying and technical support for the following PACE Engineering projects:

- AT&T - Right-of-Way Analysis and Permitting Assistance for Various Projects located in Humboldt, Shasta, Siskiyou, and Tehama Counties
- City of Redding - Right-of-Way Mapping for Bechelli Lane ATP and Bechelli Water Main Replacement Projects
- Cottonwood Fire Station - Boundary Survey/PLA
- Pacific Forest and Watershed Lands Stewardship Council - Cadastral Surveying to Assist with Land Transactions throughout Shasta, Plumas, Lake, and Mendocino Counties
- PG&E - Gas Line Encroachment Surveys and Right-of-Way Analysis
- PG&E - Tunnel Inspection Program Survey Support
- PG&E - Pit 1 Powerhouse - Switchyard Improvements
- Shasta County Community Services District - Various Projects
- Tehama County - Bridge Replacement Projects, including Evergreen Road, Kirkwood Road, and Columbia Avenue
- Cities of Yreka, Dunsmuir, and Mt. Shasta Sewer Replacement Projects - Survey Support



WESLEY INMAN

Associate Land Surveyor

OVERVIEW

Mr. Inman has been a member of the PACE Engineering team since 2016 and is a shareholder in the firm. His areas of experience include:

Field Surveying:

- Monitoring Surveying
- High-Precision Control Networks
- Construction Staking
- Boundary and Cadastral Surveying
- Topographic Surveying
- GIS Data Collection
- Hydrographic Surveying
- Terrestrial LiDAR Scanning

Office Surveying:

- Survey Data Processing and Calculations
- Legal Description Writing
- Easement Mapping
- AutoCAD Drafting
- GIS Mapping

ROLE

Land Surveyor

EDUCATION

BS, Geomatics, Land Surveying Option,
Oregon Institute of Technology,
Klamath Falls, OR, 2016

PROFESSIONAL CERTIFICATIONS

California, Land Surveyor, 2018

KEY PROJECTS

Mr. Inman has been involved with the surveying responsibilities on the following PACE Engineering projects:

- 8.5 Mile South Yuba Canal Flume Replacement
- Iron Mountain Mine Volumetric Surveys
- Weed Community Center – Construction Layout
- Reeds Creek Road Bridge Replacement
- Akrich Street Water Main Replacement
- Collet Dam Monitoring Survey and Report
- Former Manufactured Gas Plant, Site Remediation
- Pacific Forest and Watershed Lands Stewardship Council Boundary Surveying and Land Transfer



JAMES LITTS

Associate Land Surveyor

OVERVIEW

Mr. Litts has been a member of the PACE Engineering team since 2017 and is a shareholder in the firm. His areas of experience include:

- Mechanical/Civil Drafting
- Aerial Mapping
- Hydrographic Surveying
- LiDAR Scanning
- Monitoring and Control Networks
- Topographic Surveying
- Data Processing (TBC, RealWorks, Pix4D, Virtual Surveyor, etc.)

ROLE

Land Surveyor

EDUCATION

AA, Drafting and Engineering Support, Mechanical/Civil with a Skills Certificate in Drafting Essential Skills and Mechanical Drafting Specialist, Sierra College, Rocklin, CA, 2014

PROFESSIONAL REGISTRATIONS

California, Land Surveyor, 2022

FAA Part 107 Remote Pilot, 2018

KEY PROJECTS

Land Surveying

Mr. Litts has been involved with the land surveying responsibilities on the following PACE Engineering projects:

- Bear River Canal and Wise Canal Topographic Surveys
- City of Redding Transfer Station
- Collet Dam Monitoring Survey
- Red Bluff Natural Gas Powerplant Remediation Site
- Shasta College Campus Field Survey

Aerial Mapping

As a licensed FAA Part 107 remote pilot, Mr. Litts has collected aerial imagery and/or compiled aerial mapping deliverables for the following PACE projects:

- Blue Lake Rancheria
- City of Mt. Shasta Wastewater Treatment Site
- City of Redding, Caldwell Park
- County of Shasta, Cottonwood Wastewater Treatment Plant
- Enterprise High School
- Foothill High School
- Iron Mountain Mine – Aerial and Terrestrial LiDAR mapping
- North Cottonwood Elementary School
- Redding Rancheria Health Village
- Shasta High School
- Yuba Water Agency, Lake Francis Dam

KEY PROJECTS PRIOR TO JOINING PACE

U.S. Bureau of Reclamation:

- Shasta Dam Mechanical Governors – 3D LiDAR Scan/Planimetric Drafting
- Folsom Lake Drought Relief Pumps – Drafting Support for Design and Construction Department
- Whiskeytown Oak Bottom Temperature Curtain – Drafting Support for Design and Construction Department
- Nevada V-Line Canal Low-Head Hydro Plant – 3D LiDAR Scan/Staking/As-Built/Grade-Checking/Drafting
- Large Scale Subsidence Monitoring for California Central Valley
- Washington Grand Coulee Dam Monitoring



ROD BRYAN

Construction Observer/ Engineering Technician

OVERVIEW

Mr. Bryan recently joined the PACE team in 2021. He brings over 25 years of experience and knowledge in the fields of drinking water distribution, wastewater collection, treatment, and underground utility construction.

KEY PROJECTS

Mr. Bryan has been involved in the following PACE projects:

- State-Mandated Wastewater Treatment and Disposal Improvement Project—2021
- Tank 1 & Roseburg Water System Improvement Project—2021
- Parking Garage with Roof-Mounted Photovoltaic Panels—2020
- Downtown Collection System Improvement Project—2019-2020
- Big Lakes Water Line Replacement Project—2016
- Supply Line Replacement Project—2015
- Water Meter Installation Project—2015
- Alma Street STIP Project—2014
- Interceptor Sewer Replacement Project—2007

EXPERIENCE PRIOR TO JOINING PACE ENGINEERING

- City of Mt. Shasta, Public Works Director—2004-Present
- City of Tulelake, Public Works Director—2000-2004
- City of Tulelake, Asst. Public Works Director—1995-2000
- City of Tulelake, Public Works Employee—1994-1995

ROLE

Construction Observer

Engineering Technician

Contract Operations

EDUCATION

BS, Construction Management, Colorado State University, Pueblo, 2021

PROFESSIONAL CERTIFICATIONS

Grade III Wastewater Treatment Plant Certificate, CA

Grade D3 Water Distribution System Operator Certificate, CA

Grade T2 Water Treatment Operator Certificate, CA

AWWA Backflow Training

Confined Space Entry Certification

Trench Safety and Shoring Training



DUAYNE LOUCKS

Construction Observer

OVERVIEW

Mr. Loucks has been a member of the PACE Engineering team since 2014 and is a shareholder in the firm. He brings over 30 years of experience in welding, surveying, road building, waterline and culvert installation, paving, chip seal, and heavy equipment operation. His expertise includes:

- Physical Testing of Concrete, Paint, and Coatings
- Soils Testing and Nuclear Density Gauge Operation

ROLE

Construction Observer

CAREER EXPERIENCE

Superintendent of Operations

Project Foreman

Project Estimator

PROFESSIONAL CERTIFICATIONS

American Concrete Institute Field Testing Technician – Grade 1

First Aid/CPR

Nuclear Gauge Safety Training

OSHA Excavation and Trenching for the Competent Person

PG&E Hydro Generation Contractor Safety Video

Safety at Heights Competent Person

30-Hour OSHA Training

Fall Protection

KEY PROJECTS

Mr. Loucks has been involved in the following PACE projects:

- City of Williams 2014 Water Improvement Project
- Buckingham Park Water District 2014 Water System Upgrades Project
- City of Lakeport Storage Tank Coating Project
- Keswick Water Treatment Plant Improvement Project
- Rio Alto Wastewater Treatment Plant and Constructed Wetlands Project
- Shasta CSD Tanks and Pump Stations Replacement Project Services During Construction
- Lewiston Trinity Dam Blvd. Tank Replacement Project Services During Construction
- Maxwell PUD Well 6 Project
- Shasta County Service Area No. 17 Wastewater Treatment Plant Improvement Project
- City of Williams Water System Improvement Projects Schedule A - Meter Replacements and Schedule B - Water Supply Improvements

EXPERIENCE PRIOR TO JOINING PACE ENGINEERING

LOUCKS CONSTRUCTION

Redding, CA, 1982-2014



JAMES PAUL

Construction Observer/ Engineering Technician

OVERVIEW

Mr. Paul recently joined the PACE team in May 2021. He brings over 25 years of experience and knowledge in the fields of drinking water distribution, treatment, and underground utility construction. Some of his expertise includes:

- Concrete and Soils Testing
- Nuclear Density Gauge Operation

KEY PROJECTS

Mr. Paul has been involved in the following PACE projects:

- Tank 1 & Roseburg Water System Improvement Project, 2021
- Vista Dr. Rehabilitation Project, 2021
- Dunsmuir Waterline Replacement Project, 2021
- CCCSD Backwash Recycle Project, 2015–2017

EXPERIENCE PRIOR TO JOINING PACE ENGINEERING

- Clear Creek Community Services District Regulatory Compliance Officer, 2020–2021
- Clear Creek Community Services District Field Superintendent, 2012–2019
- Underground Utility Construction (Heavy Equipment Operator/Jobsite Foreman), 2007–2011
- Waterworks Piping Sales and Distribution, 1991–2007

ROLE

Construction Observer

Engineering Technician

Contract Operations

EDUCATION

Shasta College – Water Treatment/Small Water Systems Distribution

PROFESSIONAL CERTIFICATIONS

CA Water Distribution Operator Grade D3

CA Water Treatment Operator Grade T2

APNGA Portable Nuclear Gauge Certification

CA Contractor License, General B, 2012

First-Aid/CPR

Excavation/Trenching Safety for the Competent Person

APPENDIX B

Fee Schedules



5155 VENTURE PARKWAY
REDDING, CA 96002
(530) 244-0202

FEE SCHEDULE

RATES FOR PROFESSIONAL SERVICES

Effective through December 31, 2025

LABOR CLASSIFICATION	BILLING CLASS	HOURLY RATE
Managing Engineer	E7	\$271
Principal Engineer/Surveyor	E6/LS6	\$256
Senior Engineer/Surveyor	E5/LS5	\$235
Associate Engineer/Surveyor	E4/LS4	\$211
Staff Engineer/Surveyor - Grade 3	E3/LS3	\$190
Staff Engineer/Surveyor - Grade 2	E2/LS2	\$179
Staff Engineer/Surveyor - Grade 1	E1/LS1	\$162
Technician 4	T4	\$179
Technician 3	T3	\$161
Technician 2	T2	\$146
Technician 1	T1	\$127
One-Man Survey Crew	SC1	\$298
One-Man Survey Crew (O/T)	SC1x	\$350
Two-Man Survey Crew	SC2	\$379
Two-Man Survey Crew (O/T)	SC2x	\$448
Three-Man Survey Crew	SC3	\$467
Three-Man Survey Crew (O/T)	SC3x	\$547
Admin. Clerk 3	AD3	\$100
Admin. Clerk 2	AD2	\$89
Admin. Clerk 1	AD1	\$82

EXPENSES

Meals and Lodging:	At cost (out-of-town and overnight work only).
Vehicle Transportation:	Included in hourly rates unless specifically indicated otherwise in Agreement. Hourly labor rates are applicable during travel to and from job site.
Express Mail/Federal Express:	At cost.
Outside Services and Fees:	At cost plus 10% administrative fee.
Equipment:	Included in hourly rate unless specifically indicated otherwise in Agreement.
Rates for expert witness services will be as set forth in the Engineering Agreement.	
Rates are effective through the date shown above and are subject to annual revisions. Services will be billed at the hourly rates in place at the time service is provided.	
Refer to Prevailing Wage Fee Schedule for hourly rates on prevailing wage projects.	



5155 VENTURE PARKWAY
REDDING, CA 96002
(530) 244-0202

FEE SCHEDULE

RATES FOR PREVAILING WAGE PROFESSIONAL SERVICES

Effective through December 31, 2025

LABOR CLASSIFICATION	HOURLY RATE
Prevailing Wage Group 2 - Construction Observer	\$229
Prevailing Wage Group 2 - Construction Observer (O/T)	\$270
Prevailing Wage Group 2 - Construction Observer (2x O/T)	\$311
Prevailing Wage One-Man Survey Crew	\$352
Prevailing Wage One-Man Survey Crew (O/T)	\$389
Prevailing Wage One-Man Survey Crew (2x O/T)	\$425
Prevailing Wage Two-Man Survey Crew	\$484
Prevailing Wage Two-Man Survey Crew (O/T)	\$572
Prevailing Wage Two-Man Survey Crew (2x O/T)	\$659
Prevailing Wage Three-Man Survey Crew	\$639
Prevailing Wage Three-Man Survey Crew (O/T)	\$752
Prevailing Wage Three-Man Survey Crew (2x O/T)	\$866

EXPENSES	
Meals and Lodging:	At cost (out-of-town and overnight work only).
Vehicle Transportation:	Included in hourly rates unless specifically indicated otherwise in Agreement. Hourly labor rates are applicable during travel to and from job site.
Express Mail/Federal Express:	At cost.
Outside Services and Fees:	At cost plus 10% administrative fee.
Equipment:	Included in hourly rate unless specifically indicated otherwise in Agreement.
Rates are effective through the date shown above and are subject to annual revisions. Services will be billed at the hourly rates in place at the time service is provided.	



City of Weed

Agenda Item Summary

Meeting: City Council – 10 Oct 2025

Department: Chris Davis, Public Works Director

Agenda Item Title: By Motion, adopt Resolution No. 31-2025 approving the On-Call Engineering Services Pool and authorize the City Manager to execute the contracts.

Staff Recommendation: on August 13, 2025, the City of Weed released a Request for Qualification for an On-Call Engineering Services seeking to retain firms to provide on-call engineering services.

Summary: The City of Weed is seeking qualified firms or individuals to provide a variety of professional engineering services under the direction of the Public Works & City Engineer on an on-call basis. Services include, but are not limited to, civil engineering, water and wastewater engineering, land surveying, environmental compliance and permitting, right-of-way services, project management, construction inspection, and materials testing. Interested firms, teams or individuals are invited to submit a response in the form of a Statement of Qualifications (SOQ). Respondents are not expected to provide all services and single discipline SOQs will be accepted.

Each of the qualified consultants will then be eligible to perform work for the City, as needed, for specific projects or tasks. This RFQ and any subsequent professional services agreement do not guarantee work under the agreement; it simply qualifies those on the list to be called upon during the term of their agreement.

When a specific project comes up, the city will contact one or more of the qualified firms offering the services requested for the project. Notifications will include a description of work to be performed, expected duration of work or deadlines, expected deliverables, and requirements and due date of response to notification. If there are multiple firms offering the services requested, a competitive task order procedure will be followed. Interested consultants shall submit a brief proposal with the project specific deadline along with expected fees. Proposals will be ranked based on project understanding, previous experience of assigned staff, ability to meet the timeline and cost effectiveness. Once selected, the chosen firm will be issued a Task Order that includes the scope of work, schedule and negotiated "Not to Exceed" payment amount.

The City, at its sole discretion, has the right to negotiate and issue Task Orders directly if it is determined appropriate by the Public Works Director or City Manager.

Fiscal impact: There is no unplanned fiscal impact associated with having an Engineering Pool.

Alternative Actions: Do not approve.

Attachments: Resolution No. 31-2025

RESOLUTION NO. 31-2025
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED TO
APPROVE THE ON-CALL ENGINEERING SERVICES POOL
AND AUTHORIZE THE CITY MANAGER TO ENTER INTO CONTRACTS FOR SERVICES

Whereas, on August 13, 2025, the City of Weed released a Request for Qualification for an On-Call Engineering Services seeking to retain firms to provide on-call engineering services, and;

Whereas, On September 15, 2025, the City of Weed received four (4) Statements of Qualifications (SOQ); and

Whereas, the City of Weed staff reviewed the SOQ selected four (4) hereby incorporated as Exhibit A; and

Now therefore be it resolved; that the City Council of the City of Weed approves the engineering services pool list for 3 years with an option to extend 2 years (1-year extensions, no more than twice and not to exceed 5 years total); and authorize the City Manager to execute the contracts.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council held the 9th day of October 2025 by the following vote, to wit:

AYES: Council Member

NOES:

ABSENT:

Mayor, City of Weed

City Clerk



City of Weed

Agenda Item Summary

Meeting: City Council – 10/9/2025

Department:

Administration/Public Works

Agenda Item Title:

Resolution Adopting Policy for Discontinuation of Residential Water Service for Non-Payment

Staff Recommendation:

Adopt Resolution No. 32-2025, approving Public Works Policy 201 – Discontinuation of Residential Water Service for Non-Payment, in compliance with the Water Shutoff Protection Act, as amended by SB 3.

Summary:

The City Council is asked to adopt a resolution establishing a formal policy governing the discontinuation of residential water service for non-payment. This policy ensures compliance with state law and provides clear procedures for billing, delinquency notices, alternative payment arrangements, and protections for customers experiencing financial or medical hardship.

Key provisions include:

- Service may not be disconnected until 60 days after non-payment.
- Delinquency notices must be mailed at least seven business days before disconnection; tenants and occupants will also be notified where applicable.
- Customers may request payment arrangements (up to 90 days) or short-term extensions (up to 14 days) for past-due balances, subject to City Manager approval.
- Service will not be discontinued where medical or financial hardship exists, consistent with Health & Safety Code §116910.
- Restoration of service requires payment of all past-due balances, a signed payment plan, and applicable re-establishment fees.

This policy formalizes current practices, provides consistency, and ensures fairness while protecting the City's ability to collect revenues owed for water service.

Fiscal impact:

No direct fiscal impact beyond administrative staff time to implement policy and collect fees as provided. Restoration fees will offset service costs.

Alternative Actions:

- Do not adopt the resolution and continue under informal practices, risking noncompliance with state law.
- Provide direction to staff to modify the policy prior to adoption.

Environmental Review:

Not subject to CEQA.

Attachments:

- Resolution No. 32-2025
- Exhibit A: Policy for Discontinuation of Residential Water Service for Non-Payment
- Exhibit B: Payment Arrangement / Hardship Request Form

RESOLUTION NO. 32-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED
ADOPTING A POLICY FOR DISCONTINUATION OF RESIDENTIAL WATER SERVICE
FOR NON-PAYMENT

WHEREAS, the City Council desires to establish a policy implementing the Water Shutoff Protection Act (Health & Safety Code § 116900, et seq.) as amended by Senate Bill No. 3 (2023);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Weed that the Policy for Discontinuation of Residential Water Service for Non-Payment, as attached hereto as Exhibit A and made a part hereof by reference, is hereby adopted; and

FURTHER, BE IT RESOLVED, that this resolution shall become effective immediately.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council held the 9th day of October 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

Darrell Parham, Mayor

ATTEST:

Sandra Duchi, City Clerk

Exhibit A

City of Weed Policy for Discontinuation of Residential Water Service for Non-Payment

1. Purpose

This policy establishes the procedures the City of Weed ("City") will follow when discontinuing residential water service for non-payment, in compliance with the Water Shutoff Protection Act (Health & Safety Code § 116900, et seq.), as amended by Senate Bill No. 3 (2023). The intent is to ensure due process, fairness, and the availability of payment alternatives to avoid unnecessary shutoffs.

2. Delinquent Accounts & Notice Requirements

A water bill is considered delinquent if not paid within the time specified on the bill. If an account becomes delinquent, the City will issue a Notice of Delinquency stating that service may be discontinued after 60 days of non-payment. The notice will be mailed at least seven business days before disconnection to the mailing address on file. If the service address differs, a second notice will be sent to the Occupant's address. The notice will include customer information, amount due, date to avoid shutoff, and instructions for payment extensions, appeals, or payment arrangements. Staff will attempt in-person delivery or posting if a mailed notice is returned.

3. Alternative Payment Arrangements

Customers who cannot pay in full within the normal payment period may request one of the following:

- **Payment Arrangement:** Installment payments over a period not to exceed 90 days.
- **Payment Extension:** Deferral of the total balance for up to 14 days beyond the due date.

Requests must be submitted before the disconnection date listed on the Notice of Delinquency. The City Manager must approve all payment arrangements and extensions.

4. Special Circumstances & Protections

The City will not discontinue service if: (1) A primary care provider certifies discontinuation would be life-threatening or pose a serious threat to the health and safety of an occupant; (2) The customer demonstrates they are financially unable to pay for residential service in accordance with Health & Safety Code §116910(a)(2); or (3) The customer agrees to a payment arrangement or payment extension plan as described above. Customers with income below 200% of the federal poverty level may request one interest waiver on delinquent bills per 12 months in accordance with Health & Safety Code §116914.

5. Notice to Tenants or Occupants

If the account holder is not the occupant, the City will make a good-faith effort to notify tenants/occupants at least 10 days before shutoff. The notice will inform them of their right to assume service without paying the delinquent balance.

6. Final Disconnection Notice

If a customer fails to comply with a payment arrangement or payment extension plan for 60 days or pay current charges, the City will issue a Final Disconnection Notice. This will be delivered by door hanger or posting at least five business days before the shutoff.

7. Restoration of Service

To restore service after disconnection, the customer must pay all past-due amounts, enter an approved payment plan, and pay a re-establishment fee of \$75.00 (regular business hours) or \$175.00 (after hours).

8. Appeals & Bill Review

Customers may contest or appeal their bill by submitting a written complaint to the City Clerk, 550 Main Street, Weed, CA 96094, before the shutoff date.

9. Applicability

This policy applies only to residential service terminations for non-payment. It does not apply to terminations due to unauthorized use or non-residential accounts.

Exhibit B

Water Service Payment Arrangement / Hardship Request Form

Customer Information

Name: _____

Service Address: _____

Mailing Address (if different): _____

Phone Number: _____

Email Address: _____

Account Information

Account Number: _____

Amount Owed: \$ _____

Due Date: _____

Request Type (check one)

- ☐ Payment Arrangement (up to 90 days)
- ☐ Payment Extension (up to 2 weeks)
- ☐ Medical Hardship Certification (attach provider statement)
- ☐ Financial Hardship / Low-Income Assistance (income verification required)
- ☐ Bill Review / Appeal

Proposed Payment Plan (if applicable)

First Payment: \$ _____ Date: _____

Second Payment: \$ _____ Date: _____

Third Payment: \$ _____ Date: _____

Customer Certification

I certify that the information provided is true and correct. I understand that failure to comply with the agreed-upon plan may result in the discontinuation of water service.

Signature: _____ Date: _____

For City Use Only:

Received By: _____ Date: _____

Approved ☐ Denied ☐

Notes: _____



City of Weed

Agenda Item Summary

Meeting: City Council – 10/9/2025

Department: Administration

Agenda Item Title: Resolution Establishing a Credit Card Convenience Fee

Staff Recommendation:

Staff recommends the adoption of the enclosed resolution establishing a credit card convenience fee for transactions processed by or on behalf of the City of Weed.

Summary:

The City of Weed currently accepts payments for utilities, fines, permits, fees, and other services by credit card, debit card, and electronic funds transfer. Each transaction generates processing costs charged by financial institutions and payment processors. California Government Code Section 6159 authorizes local agencies to recover these costs by including such fees in the agency's fee schedule. The proposed resolution establishes a credit card convenience fee consistent with this authority and directs staff to implement and administer the fee consistently across all departments.

Fiscal impact:

Adoption of the resolution will allow the City to recover costs associated with processing credit card transactions, reducing the burden on the General Fund.

Alternative Actions:

1. Approve the resolution as presented.
2. Modify the resolution and approve as amended.
3. Reject the resolution and continue absorbing the transaction costs through the General Fund.

Environmental Review:

Not applicable.

Attachments:

- Resolution No. 33-2025 – Establishing a Credit Card Convenience Fee

RESOLUTION NO. 33-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED, ESTABLISHING A
CREDIT CARD CONVENIENCE FEE

WHEREAS, the City of Weed accepts payments for utilities, fines, fees, permits, and other City services by credit card, debit card, and electronic funds transfer for the convenience of its residents and customers; and

WHEREAS, the City incurs processing fees and related costs from financial institutions and payment processors each time a credit card transaction is processed; and

WHEREAS, California Government Code Section 6159 authorizes local agencies to accept credit card, debit card, and electronic funds transfer payments, and to recover associated processing costs by including such fees in the agency's schedule of fees; and

WHEREAS, the City Council finds it necessary and appropriate to recover these costs to reduce the burden on the City's General Fund and maintain the price of City services at current levels; and

WHEREAS, a credit card convenience fee of five percent (5%) of the total transaction amount is a standard rate charged by many municipalities to offset these costs; and

WHEREAS, the City of Weed desires to implement a consistent fee applicable to all credit card transactions processed by or on behalf of the City, regardless of the type of payment or department of origin.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEED AS FOLLOWS:

1. Credit Card Convenience Fee Established.

A credit card convenience fee no greater than the actual amount charged for the City for processing payments by credit card, debit card, or other electronic funds transfer processor shall be added to and collected with every payment made to the City of Weed by credit card, debit card, and electronic funds transfer including but not limited to payments for utilities, fines, permits, fees, and other City charges.

2. Scope.

This fee shall apply to all credit card transactions processed by or on behalf of the City, regardless of department or service category.

3. Administration.

The City Manager and/or Finance Director shall develop and implement procedures to ensure this convenience fee is applied consistently to all applicable transactions and may adjust administrative procedures as necessary to comply with applicable laws and payment processor agreements.

4. Effective Date.

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

FURTHER, BE IT RESOLVED, that this resolution shall become effective immediately.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council held the 9th day of October 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

Darrell Parham, Mayor

ATTEST:

Sandra Duchi, City Clerk



City of Weed

Agenda Item Summary

Meeting: City Council – 9 Oct 2025

Department:	October 9, 2025
From:	Justin Mayberry. Chief of Police
Subject:	Retirement and Surplus of Asset (K9 Drax)

Staff Recommendation:

Staff recommend the approval of the asset surplus, allowing for a further living situation approved by the department.

Summary:

After 9 years of service for the City of Weed, K9 Drax has met and exceeded the expected service life in his role for the department. The Weed Police Department requests that K9 Drax be declared retired and set as a surplus asset and released from further duties.

Options:

1. Approve the asset surplus.
2. Reject the asset surplus
3. Such other action as the Council may deem appropriate.

Fiscal Impact:

Salary savings resulting from the reduction in training expenditures and daily care.

Requested:

Declaration of surplus asset.

Discrepancies:

None.

Attachments:

Resolution No 34-2025

RESOLUTION NO. 34-2025

A RESOLUTION OF THE CITY COUNCIL
DECLARING POLICE K9 "DRAX" AS RETIRED AND
SURPLUS TO THE NEEDS OF THE CITY AND AUTHORIZE SALE

WHEREAS, the City of Weed owns a police German Shepherd "K9" named Drax who after eight (8) years of service is being retired; and

WHEREAS, Drax was purchased by the Weed Police Department; and

WHEREAS, the City Council finds it would be in the best interests of the City to sell Drax to Freedom K9, Kindle Aseltine rather than attempt to sell him at public auction.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Weed that Drax is declared retired from service and surplus to the needs of the City of Weed.

FURTHER, BE IT RESOLVED that the City Council of the City of Weed directs the Chief of Police to sell Drax to Freedom K9, Kindle Aseltine for the sum of one dollar.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular adjourned meeting of the City Council of the City of Weed held the 9th day of October 2025 by the following vote to wit:

AYES: Council Members

NOES:

ABSENT:

Mayor

ATTEST:

City Clerk

CITY OF WEED CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 11, 2025

The City Council of the City of Weed held a regular meeting on Thursday, September 11, 2025, at 5:30 pm in the Council Chambers at City Hall. Mayor Darrell Parham called the meeting to order. Present, in addition to Mayor Parham, were Council Members Mark Mazzoni, Ken Palfini, Phet Virasonh, and Melissa Whetstine. Also present were City Manager Dustin Stambaugh, Police Chief Justin Mayberry, City Attorney David Ruderman, Finance Director Jill Porterfield, Public Works Director Chris Davis, and City Clerk Sandra Duchi

III. ACCEPTANCE OF AGENDA/URGENCY ITEMS

Mayor Parham requested Resolution 30-2025 be added to the regular agenda. City Attorney Ruderman commented the item was presented after the agenda was posted and it is time sensitive requiring the urgency.

Council Member Palfini moved to add Resolution No. 30-2025 as item B under Council Business. Council Member Mazzoni seconded the motion and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

Council Member Whetstine moved to approve the agenda as amended. Council Member Mazzoni seconded the motion and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

IV. NON-AGENDA PUBLIC COMMENT

Barbara Hegdal requested an update on 150 Alamo Ave.

Valarie Chang requested the City Council reconsider her request for a Type 21 liquor license transfer to 175 E. Vista Drive.

V. COUNCIL MEMBER REPORTS AND COMMENTS

Council Member Virasonh reported attending the Lao Longboat races in Merced with over 6000 persons in attendance. Council Member Mazzoni reported attending the LAFCO meeting discussing the issues with the non-publicly owned cemeteries in Siskiyou County, he then welcomed new City Manager Stambaugh and his wife to Weed. Council Member Whetstine reported it was her honor and privilege to announce an MOU has been created with the District Attorney and Roseburg Forest Products creating a 501c3 for the Weed Community Revitalization Foundation, establishing a fund for revitalization efforts. Council Member Palfini reported the Weed Resource Center has found a new home behind Personal Preference. Council Member Parham welcomed the new City Manager and his spouse for relocating to the City of Weed.

VI. CONSENT AGENDA

Mayor Parham read the consent agenda, asked for public comment, and asked if any member would like to pull any items from the consent agenda. There were none, and all other items were considered inclusively.

- A. By Motion – Council considered entering into a Memorandum of Understanding (MOU) with Teamsters Local 137.
- B. By Motion – Council considered Resolution No. 26-2025 approving salary adjustments for unrepresented employees.
- C. By Motion – Council considered Resolution No. 27-2025 approving the On-Call Planner Pool for FY 25/26 through 28/29.
- D. By Motion – Council considered Resolution No. 28-2025 adopting a Reinspection Policy and Fee.
- E. By Motion – Council considered approving minutes from August 14, 2025, Regular Meeting.
- F. By Motion – Council considered approving payment warrants dated August 8, 2025, including any voided warrants and manual issued items totaling \$1,226,553.08.
- G. By Motion – Council approved and filed month end report for August 2025.

City Attorney Ruderman reported the new salary schedule was completed and provided an oral summary of the recommended changes.

Council Member Palfini moved to approve the consent agenda. Council Member Virasonh seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

VIII.. PRESENTATION(S)

A. Proclamation – The Mayor read the proclamations honoring past City Council Members Calvin Vanderhoof and Stacey Green.

B. Ron Dickens, Measure O Committee Chair presented the Measure O Committee recommendations for Fiscal Year 2025/2026. Council will consider Resolution No. 29-2025 approving budget adjustments for the recommended Measure O allocations and consider entering into agreements with Weed Recreation and Parks Department and Weed Family Resource Center providing senior services to Weed seniors through the Measure O Tax allocation(s). Committee Chair Dickens presented the recommendations for Police, Fire, Public Works, and the Weed Recreation and Parks District. Council Members questions were asked and answered. Council Member Virasonh reported she supplied meals for the senior lunch program operated through the Family Resource Center and recused herself from further discussion and vote. Council Member Palfini reported he was the uncompensated Chair for the Siskiyou County Resource Collaborative that oversees the Weed Family Resource Center. Committee Chair continued with the recommendations from the committee for the Weed Family Resource Center. Council Members discussed. Council Member Whetstine moved to approve Resolution No. 29-2025, and enter into agreements with the Weed Recreation and Parks District and the Weed Family Resource Center. Council Member Mazzoni seconded the motion and the vote was:

AYES: Council Members Mazzoni, Parham, and Whetstine

NOES: None

ABSENT : None

ABSTAIN: Council Member Palfini

RECUSED: Council Member Virasonh

IX. COUNCIL BUSINESS

- A. League of California Cities – Council will consider appointing Melissa Whetstine as the Voting Delegate, and ask for nominations for Voting Delegate Alternate, for the League of CA Cities in Long Beach October 8 through October 10, 2025. Council Members discussed. There were no other nominations. Council Member Palfini moved to appoint Council Member Whetstine as the Voting Delegate. Council Member Mazzoni seconded the motion and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT : None

- B. Urgency Item Added. Council considered Resolution No. 30-2025. City Manager Stambaugh presented to staff report. Council Members questions were asked and answered. Council Member Palfini moved to adopt Resolution No. 30-2025. Council Member Whetstine seconded the motion and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT : None

X. STAFF REPORTS

Public Works reported the Terrace Street waterline will be replaced next week and they are accepting applications for a Maintenance Man I, you can apply at Personnel Preference. City Clerk reported that the Planning Commission has requested the Council review the number of Short-Term Rentals within the city and recommends placing a cap on the number of permits. City Manager thanked the staff and Council and reported looking forward to getting to work. City Attorney reported he looks forward to meeting with the City Manager and Council Member in Long Beach.

Council Member Mazzoni moved to adjourn to closed session at 6:50 pm. Council Member Whetstine seconded the motion and the vote was:

AYES: Council Member Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

ABSTAIN: None

XII. CLOSED SESSION

- A. Conference with Legal Counsel; Anticipated Litigation (Gov. Code § 54956.9(d)(2)).

A point has been reached where, in the opinion of the City Council on the advice of its legal counsel, based on the below-described existing facts and circumstances, there is a significant exposure to litigation against the City.

Number of Potential Cases: One (1)

Receipt of Claim pursuant to Tort Claims Act or other written communication threatening litigation (copy available for public inspection in City Clerk's office).

(Gov. Code § 54956.9(e)(3)).

Name of Person or Entity Threatening Litigation: Lee M. Deckard

XIV. ADJOURN TO OPEN SESSION

Announcement of action taken, if any, by the City Council in Closed Session required by the Ralph. M. Brown Act (Gov. Code, §§ 54950 et seq.)

Council Member Palfini moved to adjourn to open session at 7:29pm. Council Member Whetstine seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

There was no reportable action.

XV. ADJOURNMENT

Council Member Whetstine moved to adjourn the meeting. Council Member Mazzoni seconded the motion, and the vote was:

AYES: Council Members Mazzoni, Palfini, Parham, Virasonh, and Whetstine.

NOES: None

ABSENT: None

SINE DIE 7 :30pm

Mayor

ATTEST :

City Clerk

Accounts Payable

Checks by Date - Summary by Check Date

User: britton@ci.weed.ca.us
Printed: 9/11/2025 7:47 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
11950	1180	CAPITAL LIVE SCAN	09/11/2025	150.00
11951	1188	CASCADE FIRE EQUIPMENT	09/11/2025	955.74
11952	1059	AMERICAN DOOR CO	09/11/2025	490.00
11953	1144	C & A RUBBER STAMP	09/11/2025	18.69
11954	1173	CAL-ORE COMMUNICATIONS	09/11/2025	637.35
11955	1188	CASCADE FIRE EQUIPMENT	09/11/2025	465.47
11956	1190	CASELLE	09/11/2025	2,044.00
11957	1207	CHARLES W PILLON	09/11/2025	27,212.25
11958	1257	COMCAST	09/11/2025	414.12
11959	2357	DAVID CUTLER	09/11/2025	46.30
11960	1316	DEPARTMENT OF JUSTICE	09/11/2025	49.00
11961	1336	DON ERICKSON	09/11/2025	2,698.19
11962	1353	E & S ENGINEERS & SURVEYORS	09/11/2025	5,034.50
11963	1386	EZ JANITORIAL	09/11/2025	235.00
11964	1398	FIRST BANKCARD	09/11/2025	4,312.13
11965	2237	GIERLICH-MITCHELL	09/11/2025	12,928.84
11966	1462	HINDERLITER DE LLAMAS & ASSOC	09/11/2025	1,614.11
11967	2309	JACKSON LEWIS P.C.	09/11/2025	2,434.95
11968	1593	KELLIE POWER	09/11/2025	925.00
11969	2244	L. N. CURTIS AND SONS	09/11/2025	444.37
11970	1703	MES-MUNICIPAL EMERGENCY SERVI	09/11/2025	1,236.00
11971	1756	NAPA AUTO PARTS	09/11/2025	1,440.24
11972	1785	NORTHERN CALIFORNIA GLOVE CO	09/11/2025	124.70
11973	1808	PACE ANALYTICAL SERVICES LLC	09/11/2025	798.80
11974	1813	PACIFIC POWER & LIGHT CO	09/11/2025	14,637.03
11975	1875	RAMSHAW'S ACE HARDWARE	09/11/2025	18.26
11976	1881	RAY-MAC MECHANICAL	09/11/2025	761.25
11977	1947	SAFETY-KLEEN SYSTEMS, INC	09/11/2025	135.50
11978	1982	SERVIAM BY WRIGHT	09/11/2025	3,687.60
11979	2027	SISKIYOU COUNTY ECONOMIC DEVE	09/11/2025	2,500.00
11980	2358	SJ DENHAM CHRYSLER JEEP & MOPA	09/11/2025	533.74
11981	2044	SKINNERS TRUCK REPAIR	09/11/2025	255.00
11982	2049	SOLANO'S INC	09/11/2025	1,450.90
11983	2059	SPRINGBROOK HOLDING CO LLC	09/11/2025	866.75
11984	2076	STATEWIDE TRAFFIC SAFETY AND SI	09/11/2025	1,038.89
11985	2132	TIMBERWORKS	09/11/2025	537,882.50
11986	2159	U.S. CELLULAR	09/11/2025	589.50
11987	2167	US BANK - OFFICE EQUIPMENT FINA	09/11/2025	1,099.42
11988	2177	VERIZON	09/11/2025	2,086.64
11989	2178	VESTIS	09/11/2025	273.69
11990	2209	WOODS PEST CONTROL INC	09/11/2025	108.00
Total for 9/11/2025:				634,634.42

Check No	Vendor No	Vendor Name	Check Date	Check Amount
Report Total (41 checks):				634,634.42

Accounts Payable

Checks by Date - Summary by Check Date

User: britton@ci.weed.ca.us
Printed: 9/24/2025 9:37 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	1174	CALPERS-FINANCIAL REPORTING & /	09/25/2025	33,246.00
12008	1030	AIRGAS USA, LLC	09/25/2025	296.30
12009	1009	AT&T CALNET	09/25/2025	711.66
12010	1101	BATTERY SYSTEMS, INC	09/25/2025	120.64
12011	1144	C & A RUBBER STAMP	09/25/2025	18.39
12012	1169	CALIFORNIA SAFETY COMPANY	09/25/2025	300.00
12013	1188	CASCADE FIRE EQUIPMENT	09/25/2025	232.73
12014	1252	COLANTUONO, HIGHSMITH & WHATI	09/25/2025	7,625.00
12015	1301	DAY MANAGEMENT CORP-DAY WIRE	09/25/2025	340.00
12016	1302	DCS TESTING & EQUIPMENT	09/25/2025	2,890.50
12017	1336	DON ERICKSON	09/25/2025	5,186.32
12018	1388	FAMILY & COMMUNITY RESOURCE C	09/25/2025	13,909.00
12019	1393	FERGUSON WATERWORKS #1423	09/25/2025	3,234.90
12020	1414	GANNETT CALIFORNIA LOCAL IQ	09/25/2025	1,317.00
12021	2360	JONI HENRIKSON	09/25/2025	125.00
12022	1482	INDEPENDENT BUSINESS FORMS	09/25/2025	277.16
12023	1500	JF SHEA CO	09/25/2025	31,667.83
12024	2339	JO PETERSON DESIGN WORKS	09/25/2025	910.95
12025	2361	PINA JULIE	09/25/2025	103.91
12026	2308	LIEBERT CASSIDY WHITMORE	09/25/2025	270.00
12027	1712	MICHAEL YINGLING	09/25/2025	598.00
12028	1766	NETWORK ONE	09/25/2025	6,360.00
12029	1808	PACE ANALYTICAL SERVICES LLC	09/25/2025	714.40
12030	1809	PACE CIVIL INC.	09/25/2025	94,363.50
12031	1813	PACIFIC POWER & LIGHT CO	09/25/2025	4,524.22
12032	1815	PALACIOS LAW OFFICE	09/25/2025	200.00
12033	1834	PERSONNEL PREFERENCE	09/25/2025	54.00
12034	1847	PLACEWORKS	09/25/2025	3,653.75
12035	1853	POSTMASTER	09/25/2025	1,978.00
12036	2353	SHASTA VALLEY RESOURCE CONSER	09/25/2025	2,005.12
12037	2359	AUSTIN SMITH	09/25/2025	357.84
12038	2055	SOUTH WEED VALERO	09/25/2025	135.90
12039	2092	SUN RIDGE SYSTEMS	09/25/2025	3,491.00
12040	2168	USMARO SANCHEZ-FERNANDEZ	09/25/2025	131.21
12041	2362	VALLEY PACIFIC PETROLEUM SERVIC	09/25/2025	114.65
12042	2178	VESTIS	09/25/2025	215.02
12043	2209	WOODS PEST CONTROL INC	09/25/2025	108.00
12044	2250	WYATT CARSON	09/25/2025	117.91

Total for 9/25/2025: 221,905.81

Report Total (38 checks): 221,905.81

General Ledger

Budget Status

User: jporterfield@ci.weed.ca.us
 Printed: 10/2/2025 - 4:40 PM
 Account: From 10-001-100 To 80-440-801
 Period: 1 to 3, 2026
 Include: Expense
 Suppress Accounts Without Balance, Budget, Or Activity: True



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 10	GENERAL FUND							
Dept 10-410	CITY COUNCIL							
E00	Salaries & Wages							
10-410-501	SALARIES	15,600.00	2,100.00	2,100.00	13,500.00	0.00	13,500.00	86.54
10-410-520	SOCIAL SECURITY	1,194.00	160.68	160.68	1,033.32	0.00	1,033.32	86.54
	E00 Sub Totals:	16,794.00	2,260.68	2,260.68	14,533.32	0.00	14,533.32	86.54
E10	Supplies & Services							
10-410-603	COMMUNICATIONS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
10-410-633	MEMBERSHIPS & DUES	100.00	0.00	0.00	100.00	0.00	100.00	100.00
10-410-637	MEETINGS & TRAVEL	3,000.00	150.00	150.00	2,850.00	0.00	2,850.00	95.00
10-410-648	SPECIAL DEPT. EXPENSES	3,500.00	95.39	95.39	3,404.61	0.00	3,404.61	97.27
10-410-695	DEPT. TRAINING	200.00	0.00	0.00	200.00	0.00	200.00	100.00
	E10 Sub Totals:	6,900.00	245.39	245.39	6,654.61	0.00	6,654.61	96.44
	Expense Sub Totals:	23,694.00	2,506.07	2,506.07	21,187.93	0.00	21,187.93	89.42
	Dept 410 Sub Totals:	23,694.00	2,506.07	2,506.07	21,187.93	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-411	ADMINISTRATION							
E00	Salaries & Wages							
10-411-501	SALARIES	265,000.00	63,032.72	63,032.72	201,967.28	0.00	201,967.28	76.21
10-411-520	SOCIAL SECURITY	20,273.00	4,800.42	4,800.42	15,472.58	0.00	15,472.58	76.32
10-411-521	P.E.R.S.	20,670.00	18,618.61	18,618.61	2,051.39	0.00	2,051.39	9.92
10-411-522	INSURANCE-HEALTH	52,000.00	14,123.37	14,123.37	37,876.63	0.00	37,876.63	72.84
10-411-523	INSURANCE- WKRS COMP	4,129.00	0.00	0.00	4,129.00	0.00	4,129.00	100.00
	E00 Sub Totals:	362,072.00	100,575.12	100,575.12	261,496.88	0.00	261,496.88	72.22
E10	Supplies & Services							
10-411-603	COMMUNICATIONS	3,400.00	726.27	726.27	2,673.73	0.00	2,673.73	78.64
10-411-604	OFFICE SUPPLIES	1,500.00	498.95	498.95	1,001.05	0.00	1,001.05	66.74
10-411-633	MEMBERSHIPS & DUES	1,600.00	0.00	0.00	1,600.00	0.00	1,600.00	100.00
10-411-636	ADV/PRINT/PUBLICATIONS	6,000.00	231.00	231.00	5,769.00	0.00	5,769.00	96.15
10-411-637	MEETINGS & TRAVEL	500.00	0.00	0.00	500.00	0.00	500.00	100.00
10-411-648	SPECIAL DEPT. EXPENSES	3,000.00	997.85	997.85	2,002.15	0.00	2,002.15	66.74
10-411-696	VEHICLE OPER & MAINTENANCE	4,800.00	0.00	0.00	4,800.00	0.00	4,800.00	100.00
	E10 Sub Totals:	20,800.00	2,454.07	2,454.07	18,345.93	0.00	18,345.93	88.20
E20	Contractual Services							
10-411-657	OUTSIDE SER/CONTR/CONSULT	27,000.00	7,091.71	7,091.71	19,908.29	0.00	19,908.29	73.73
	E20 Sub Totals:	27,000.00	7,091.71	7,091.71	19,908.29	0.00	19,908.29	73.73
	Expense Sub Totals:	409,872.00	110,120.90	110,120.90	299,751.10	0.00	299,751.10	73.13
	Dept 411 Sub Totals:	409,872.00	110,120.90	110,120.90	299,751.10	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-412	PLANNING							
E10	Supplies & Services							
10-412-603	COMMUNICATIONS	50.00	0.00	0.00	50.00		50.00	100.00
10-412-604	OFFICE SUPPLIES	0.00	373.99	373.99	-373.99		-373.99	0.00
10-412-636	ADV/PRINT/PUBLICATIONS	500.00	0.00	0.00	500.00		500.00	100.00
10-412-648	SPECIAL DEPT. EXPENSES	3,000.00	0.00	0.00	3,000.00		3,000.00	100.00
	E10 Sub Totals:	3,550.00	373.99	373.99	3,176.01	0.00	3,176.01	89.47
E20	Contractual Services							
10-412-657	OUTSIDE SER/CONTR/CONSULT	80,000.00	9,037.60	9,037.60	70,962.40		70,962.40	88.70
	E20 Sub Totals:	80,000.00	9,037.60	9,037.60	70,962.40	0.00	70,962.40	88.70
	Expense Sub Totals:	83,550.00	9,411.59	9,411.59	74,138.41	0.00	74,138.41	88.74
	Dept 412 Sub Totals:	83,550.00	9,411.59	9,411.59	74,138.41	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-413	FINANCE							
E00	Salaries & Wages							
10-413-501	SALARIES	210,200.00	40,835.91	40,835.91	169,364.09	0.00	169,364.09	80.57
10-413-520	SOCIAL SECURITY	16,080.00	3,467.09	3,467.09	12,612.91	0.00	12,612.91	78.44
10-413-521	P.E.R.S.	48,350.00	9,457.06	9,457.06	38,892.94	0.00	38,892.94	80.44
10-413-522	INSURANCE-HEALTH	68,000.00	10,529.44	10,529.44	57,470.56	0.00	57,470.56	84.52
10-413-523	INSURANCE- WKRS COMP	6,193.00	0.00	0.00	6,193.00	0.00	6,193.00	100.00
	E00 Sub Totals:	348,823.00	64,289.50	64,289.50	284,533.50	0.00	284,533.50	81.57
E10	Supplies & Services							
10-413-603	COMMUNICATIONS	4,500.00	1,476.36	1,476.36	3,023.64	0.00	3,023.64	67.19
10-413-604	OFFICE SUPPLIES	3,500.00	1,073.74	1,073.74	2,426.26	0.00	2,426.26	69.32
10-413-606	POSTAGE	2,500.00	74.83	74.83	2,425.17	0.00	2,425.17	97.01
10-413-632	MAINTENANCE/EQUIPMENT	350.00	0.00	0.00	350.00	0.00	350.00	100.00
10-413-637	MEETINGS & TRAVEL	100.00	0.00	0.00	100.00	0.00	100.00	100.00
10-413-648	SPECIAL DEPT. EXPENSES	3,500.00	0.00	0.00	3,500.00	0.00	3,500.00	100.00
10-413-699	SERVICE CHARGE	13,000.00	1,919.58	1,919.58	11,080.42	0.00	11,080.42	85.23
	E10 Sub Totals:	27,450.00	4,544.51	4,544.51	22,905.49	0.00	22,905.49	83.44
E20	Contractual Services							
10-413-657	OUTSIDE SER/CONTR/CONSULT	45,000.00	41,397.11	41,397.11	3,602.89	0.00	3,602.89	8.01
	E20 Sub Totals:	45,000.00	41,397.11	41,397.11	3,602.89	0.00	3,602.89	8.01
	Expense Sub Totals:	421,273.00	110,231.12	110,231.12	311,041.88	0.00	311,041.88	73.83
	Dept 413 Sub Totals:	421,273.00	110,231.12	110,231.12	311,041.88	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-414	CITY ATTORNEY							
E20	Contractual Services							
10-414-641	ATTORNEY SERVICES	250,000.00	14,017.55	14,017.55	235,982.45	0.00	235,982.45	94.39
	E20 Sub Totals:	250,000.00	14,017.55	14,017.55	235,982.45	0.00	235,982.45	94.39
	Expense Sub Totals:	250,000.00	14,017.55	14,017.55	235,982.45	0.00	235,982.45	94.39
	Dept 414 Sub Totals:	250,000.00	14,017.55	14,017.55	235,982.45	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-416	GOVERNMENT BUILDINGS							
E00	Salaries & Wages							
10-416-501	SALARIES	40,649.00	29,958.72	29,958.72	10,690.28	0.00	10,690.28	26.30
10-416-520	SOCIAL SECURITY	3,110.00	2,259.50	2,259.50	850.50	0.00	850.50	27.35
10-416-521	P.E.R.S.	3,171.00	4,416.03	4,416.03	-1,245.03	0.00	-1,245.03	0.00
10-416-522	INSURANCE-HEALTH	3,659.00	5,256.61	5,256.61	-1,597.61	0.00	-1,597.61	0.00
10-416-523	INSURANCE- WKRS COMP	2,133.00	0.00	0.00	2,133.00	0.00	2,133.00	100.00
	E00 Sub Totals:	52,722.00	41,890.86	41,890.86	10,831.14	0.00	10,831.14	20.54
E10	Supplies & Services							
10-416-608	UTILITIES	35,000.00	3,928.62	3,928.62	31,071.38	0.00	31,071.38	88.78
10-416-614	MAINTENANCE-BLDG & GROU	6,000.00	16.66	16.66	5,983.34	0.00	5,983.34	99.72
10-416-648	SPECIAL DEPT. EXPENSES	15,000.00	6,574.37	6,574.37	8,425.63	0.00	8,425.63	56.17
	E10 Sub Totals:	56,000.00	10,519.65	10,519.65	45,480.35	0.00	45,480.35	81.21
E20	Contractual Services							
10-416-640	JANITORIAL CONTRACT	11,100.00	2,775.00	2,775.00	8,325.00	0.00	8,325.00	75.00
10-416-657	OUTSIDE SER/CONTR/CONSULT	17,500.00	0.00	0.00	17,500.00	0.00	17,500.00	100.00
	E20 Sub Totals:	28,600.00	2,775.00	2,775.00	25,825.00	0.00	25,825.00	90.30
E30	Capital Outlay							
10-416-675	CAPITAL OUTLAY	500,000.00	0.00	0.00	500,000.00	0.00	500,000.00	100.00
	E30 Sub Totals:	500,000.00	0.00	0.00	500,000.00	0.00	500,000.00	100.00
E70	Debt Service							
10-416-676	DEBT SERVICE - PRINCIPAL	41,500.00	0.00	0.00	41,500.00	0.00	41,500.00	100.00
10-416-683	DEBT SERVICE - INTEREST	6,510.00	0.00	0.00	6,510.00	0.00	6,510.00	100.00
	E70 Sub Totals:	48,010.00	0.00	0.00	48,010.00	0.00	48,010.00	100.00
	Expense Sub Totals:	685,332.00	55,185.51	55,185.51	630,146.49	0.00	630,146.49	91.95
	Dept 416 Sub Totals:	685,332.00	55,185.51	55,185.51	630,146.49	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-417	DRAINAGE							
E10	Supplies & Services							
10-417-648	SPECIAL DEPT. EXPENSES	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
		<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>100.00</u>
E10 Sub Totals:								
E70	Debt Service							
10-417-677	LEASE/PURCHASE	12,826.00	0.00	0.00	12,826.00	0.00	12,826.00	100.00
		<u>12,826.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,826.00</u>	<u>0.00</u>	<u>12,826.00</u>	<u>100.00</u>
E70 Sub Totals:								
Expense Sub Totals:		<u>14,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,326.00</u>	<u>0.00</u>	<u>14,326.00</u>	<u>100.00</u>
Dept 417 Sub Totals:		<u>14,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>14,326.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-419	NON DEPARTMENTAL							
E00	Salaries & Wages							
10-419-522	INSURANCE-HEALTH	25,500.00	500.00	500.00	25,000.00	0.00	25,000.00	98.04
10-419-523	INSURANCE- WKRS COMP	0.00	57,957.03	57,957.03	-57,957.03	0.00	-57,957.03	0.00
	E00 Sub Totals:	25,500.00	58,457.03	58,457.03	-32,957.03	0.00	-32,957.03	0.00
E10	Supplies & Services							
10-419-625	INSURANCE-LIABILITY	290,000.00	225,468.03	225,468.03	64,531.97	0.00	64,531.97	22.25
10-419-628	INS. PROPEQ-COLL COSTS	140,000.00	144,204.84	144,204.84	-4,204.84	0.00	-4,204.84	0.00
10-419-632	MAINTENANCE/EQUIPMENT	45,000.00	11,139.13	11,139.13	33,860.87	0.00	33,860.87	75.25
10-419-660	COMMUNITY PROMOTION	4,000.00	2,000.00	2,000.00	2,000.00	0.00	2,000.00	50.00
	E10 Sub Totals:	479,000.00	382,812.00	382,812.00	96,188.00	0.00	96,188.00	20.08
E20	Contractual Services							
10-419-638	ENTERPRISE ZONE ADMIN	30,000.00	7,500.00	7,500.00	22,500.00	0.00	22,500.00	75.00
10-419-643	AUDIT FEES	60,000.00	661.40	661.40	59,338.60	0.00	59,338.60	98.90
10-419-657	OUTSIDE SER/CONTR/CONSULT	15,000.00	693.75	693.75	14,306.25	0.00	14,306.25	95.38
	E20 Sub Totals:	105,000.00	8,855.15	8,855.15	96,144.85	0.00	96,144.85	91.57
E70	Debt Service							
10-419-676	DEBT SERVICE - PRINCIPAL	4,625.00	0.00	0.00	4,625.00	0.00	4,625.00	100.00
10-419-683	DEBT SERVICE - INTEREST	772.00	0.00	0.00	772.00	0.00	772.00	100.00
	E70 Sub Totals:	5,397.00	0.00	0.00	5,397.00	0.00	5,397.00	100.00
	Expense Sub Totals:	614,897.00	450,124.18	450,124.18	164,772.82	0.00	164,772.82	26.80
	Dept 419 Sub Totals:	614,897.00	450,124.18	450,124.18	164,772.82	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-420	SAFER GRANT							
E00	Salaries & Wages							
10-420-501	SALARIES	49,920.00	8,148.07	8,148.07	41,771.93	0.00	41,771.93	83.68
10-420-502	SALARIES-O/T	0.00	14,049.75	14,049.75	-14,049.75	0.00	-14,049.75	0.00
10-420-520	SOCIAL SECURITY	3,819.00	1,697.86	1,697.86	2,121.14	0.00	2,121.14	55.54
10-420-521	P.E.R.S.	5,516.00	880.02	880.02	4,635.98	0.00	4,635.98	84.05
10-420-522	INSURANCE-HEALTH	13,500.00	1,278.58	1,278.58	12,221.42	0.00	12,221.42	90.53
10-420-523	INSURANCE- WKRS COMP	8,257.00	0.00	0.00	8,257.00	0.00	8,257.00	100.00
	E00 Sub Totals:	81,012.00	26,054.28	26,054.28	54,957.72	0.00	54,957.72	67.84
E10	Supplies & Services							
10-420-629	UNIFORMS/CLEANING/TRAININ	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	100.00
	E10 Sub Totals:	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	100.00
	Expense Sub Totals:	93,012.00	26,054.28	26,054.28	66,957.72	0.00	66,957.72	71.99
	Dept 420 Sub Totals:	93,012.00	26,054.28	26,054.28	66,957.72	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-421	POLICE							
E00	Salaries & Wages							
10-421-501	SALARIES	916,700.00	216,080.59	216,080.59	700,619.41	0.00	700,619.41	76.43
10-421-502	SALARIES-O/T	45,000.00	12,496.13	12,496.13	32,503.87	0.00	32,503.87	72.23
10-421-520	SOCIAL SECURITY	73,570.00	17,356.20	17,356.20	56,213.80	0.00	56,213.80	76.41
10-421-521	P.E.R.S.	295,000.00	90,087.42	90,087.42	204,912.58	0.00	204,912.58	69.46
10-421-522	INSURANCE-HEALTH	250,000.00	45,114.28	45,114.28	204,885.72	0.00	204,885.72	81.95
10-421-523	INSURANCE- WKRS COMP	88,762.00	0.00	0.00	88,762.00	0.00	88,762.00	100.00
	E00 Sub Totals:	1,669,032.00	381,134.62	381,134.62	1,287,897.38	0.00	1,287,897.38	77.16
E10	Supplies & Services							
10-421-603	COMMUNICATIONS	12,000.00	2,593.39	2,593.39	9,406.61	0.00	9,406.61	78.39
10-421-604	OFFICE SUPPLIES	800.00	122.41	122.41	677.59	0.00	677.59	84.70
10-421-606	POSTAGE	1,300.00	74.09	74.09	1,225.91	0.00	1,225.91	94.30
10-421-629	UNIFORMS/CLEANING/TRAININ	5,500.00	5,323.00	5,323.00	177.00	0.00	177.00	3.22
10-421-632	MAINTENANCE/EQUIPMENT	4,200.00	1,242.28	1,242.28	2,957.72	0.00	2,957.72	70.42
10-421-633	MEMBERSHIPS & DUES	500.00	402.00	402.00	98.00	0.00	98.00	19.60
10-421-634	RENTS & LEASES	13,800.00	3,417.63	3,417.63	10,382.37	0.00	10,382.37	75.23
10-421-636	ADV/PRINT/PUBLICATIONS	100.00	0.00	0.00	100.00	0.00	100.00	100.00
10-421-637	MEETINGS & TRAVEL	100.00	0.00	0.00	100.00	0.00	100.00	100.00
10-421-648	SPECIAL DEPT. EXPENSES	50,000.00	9,723.44	9,723.44	40,276.56	0.00	40,276.56	80.55
10-421-693	MECHANIC/OTHER LABOR	12,000.00	2,686.06	2,686.06	9,313.94	0.00	9,313.94	77.62
10-421-695	DEPT. TRAINING	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
10-421-696	VEHICLE OPER & MAINTENANC	60,000.00	8,096.30	8,096.30	51,903.70	0.00	51,903.70	86.51
	E10 Sub Totals:	162,800.00	33,680.60	33,680.60	129,119.40	0.00	129,119.40	79.31
E20	Contractual Services							
10-421-657	OUTSIDE SER/CONTR/CONSULT	10,000.00	8,620.30	8,620.30	1,379.70	0.00	1,379.70	13.80
	E20 Sub Totals:	10,000.00	8,620.30	8,620.30	1,379.70	0.00	1,379.70	13.80
E30	Capital Outlay							
10-421-675	CAPITAL OUTLAY	15,000.00	592.57	592.57	14,407.43	0.00	14,407.43	96.05
	E30 Sub Totals:	15,000.00	592.57	592.57	14,407.43	0.00	14,407.43	96.05
E70	Debt Service							
10-421-676	DEBT SERVICE - PRINCIPAL	4,625.00	0.00	0.00	4,625.00	0.00	4,625.00	100.00
10-421-683	DEBT SERVICE - INTEREST	772.00	0.00	0.00	772.00	0.00	772.00	100.00
	E70 Sub Totals:	5,397.00	0.00	0.00	5,397.00	0.00	5,397.00	100.00
	Expense Sub Totals:	1,862,229.00	424,028.09	424,028.09	1,438,200.91	0.00	1,438,200.91	77.23

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 421 Sub Totals:	1,862,229.00	424,028.09	424,028.09	1,438,200.91	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-422	FIRE							
E00	Salaries & Wages							
10-422-501	SALARIES	238,000.00	62,336.97	62,336.97	175,663.03	0.00	175,663.03	73.81
10-422-502	SALARIES-O/T	35,000.00	5,353.96	5,353.96	29,646.04	0.00	29,646.04	84.70
10-422-515	UNEMPLOYMENT	27,000.00	0.00	0.00	27,000.00	0.00	27,000.00	100.00
10-422-520	SOCIAL SECURITY	19,202.00	5,182.92	5,182.92	14,019.08	0.00	14,019.08	73.01
10-422-521	P.E.R.S.	31,000.00	4,606.68	4,606.68	26,393.32	0.00	26,393.32	85.14
10-422-522	INSURANCE-HEALTH	57,000.00	4,843.36	4,843.36	52,156.64	0.00	52,156.64	91.50
10-422-523	INSURANCE- WKRS COMP	37,156.00	0.00	0.00	37,156.00	0.00	37,156.00	100.00
10-422-591	VOLUNTEERS	35,000.00	0.00	0.00	35,000.00	0.00	35,000.00	100.00
	E00 Sub Totals:	479,358.00	82,323.89	82,323.89	397,034.11	0.00	397,034.11	82.83
E10	Supplies & Services							
10-422-603	COMMUNICATIONS	7,000.00	1,631.85	1,631.85	5,368.15	0.00	5,368.15	76.69
10-422-614	MAINTENANCE-BLDG & GROU	6,000.00	1,630.10	1,630.10	4,369.90	0.00	4,369.90	72.83
10-422-629	UNIFORMS/CLEANING/TRAININ	26,000.00	2,806.18	2,806.18	23,193.82	0.00	23,193.82	89.21
10-422-632	MAINTENANCE/EQUIPMENT	17,000.00	6,028.69	6,028.69	10,971.31	0.00	10,971.31	64.54
10-422-633	MEMBERSHIPS & DUES	500.00	400.00	400.00	100.00	0.00	100.00	20.00
10-422-636	ADV/PRINT/PUBLICATIONS	250.00	0.00	0.00	250.00	0.00	250.00	100.00
10-422-637	MEETINGS & TRAVEL	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
10-422-648	SPECIAL DEPT. EXPENSES	10,000.00	1,130.94	1,130.94	8,869.06	0.00	8,869.06	88.69
10-422-673	PHYSICAL EXAMS	600.00	0.00	0.00	600.00	0.00	600.00	100.00
10-422-693	MECHANIC/OTHER LABOR	10,000.00	490.95	490.95	9,509.05	0.00	9,509.05	95.09
10-422-695	DEPT. TRAINING	100.00	0.00	0.00	100.00	0.00	100.00	100.00
10-422-696	VEHICLE OPER & MAINTENANC	25,000.00	6,366.05	6,366.05	18,633.95	0.00	18,633.95	74.54
	E10 Sub Totals:	103,950.00	20,484.76	20,484.76	83,465.24	0.00	83,465.24	80.29
E20	Contractual Services							
10-422-657	OUTSIDE SER/CONTR/CONSUL1	5,000.00	7,878.42	7,878.42	-2,878.42	0.00	-2,878.42	0.00
	E20 Sub Totals:	5,000.00	7,878.42	7,878.42	-2,878.42	0.00	-2,878.42	0.00
E30	Capital Outlay							
10-422-675	CAPITAL OUTLAY	0.00	275,184.79	275,184.79	-275,184.79	0.00	-275,184.79	0.00
	E30 Sub Totals:	0.00	275,184.79	275,184.79	-275,184.79	0.00	-275,184.79	0.00
E70	Debt Service							
10-422-676	DEBT SERVICE - PRINCIPAL	50,248.00	0.00	0.00	50,248.00	0.00	50,248.00	100.00
10-422-683	DEBT SERVICE - INTEREST	6,294.00	0.00	0.00	6,294.00	0.00	6,294.00	100.00
	E70 Sub Totals:	56,542.00	0.00	0.00	56,542.00	0.00	56,542.00	100.00
	Expense Sub Totals:	644,850.00	385,871.86	385,871.86	258,978.14	0.00	258,978.14	40.16

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 422 Sub Totals:	644,850.00	385,871.86	385,871.86	258,978.14	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-423	BUILDING INSPECTION							
E00	Salaries & Wages							
10-423-501	SALARIES	75,000.00	19,184.58	19,184.58	55,815.42	0.00	55,815.42	74.42
10-423-520	SOCIAL SECURITY	5,738.00	794.62	794.62	4,943.38	0.00	4,943.38	86.15
10-423-521	P.E.R.S.	6,000.00	801.15	801.15	5,198.85	0.00	5,198.85	86.65
10-423-522	INSURANCE-HEALTH	12,000.00	2.71	2.71	11,997.29	0.00	11,997.29	99.98
10-423-523	INSURANCE- WKRS COMP	4,129.00	0.00	0.00	4,129.00	0.00	4,129.00	100.00
	E00 Sub Totals:	102,867.00	20,783.06	20,783.06	82,083.94	0.00	82,083.94	79.80
E10	Supplies & Services							
10-423-603	COMMUNICATIONS	550.00	631.98	631.98	-81.98	0.00	-81.98	0.00
10-423-604	OFFICE SUPPLIES	0.00	94.55	94.55	-94.55	0.00	-94.55	0.00
10-423-636	ADV/PRINT/PUBLICATIONS	150.00	0.00	0.00	150.00	0.00	150.00	100.00
10-423-648	SPECIAL DEPT. EXPENSES	5,500.00	1,827.80	1,827.80	3,672.20	0.00	3,672.20	66.77
10-423-696	VEHICLE OPER & MAINTENANCE	1,000.00	359.33	359.33	640.67	0.00	640.67	64.07
	E10 Sub Totals:	7,200.00	2,913.66	2,913.66	4,286.34	0.00	4,286.34	59.53
E20	Contractual Services							
10-423-657	OUTSIDE SER/CONTR/CONSULT	10,000.00	128.00	128.00	9,872.00	0.00	9,872.00	98.72
	E20 Sub Totals:	10,000.00	128.00	128.00	9,872.00	0.00	9,872.00	98.72
	Expense Sub Totals:	120,067.00	23,824.72	23,824.72	96,242.28	0.00	96,242.28	80.16
	Dept 423 Sub Totals:	120,067.00	23,824.72	23,824.72	96,242.28	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-425	COPS Prog/AB 1913							
E00	Salaries & Wages							
10-425-501	SALARIES	119,643.00	13,440.68	13,440.68	106,202.32	0.00	106,202.32	88.77
10-425-502	SALARIES-O/T	750.00	5,730.42	5,730.42	-4,980.42	0.00	-4,980.42	0.00
10-425-520	SOCIAL SECURITY	9,210.00	1,466.01	1,466.01	7,743.99	0.00	7,743.99	84.08
10-425-521	P.E.R.S.	13,500.00	3,276.22	3,276.22	10,223.78	0.00	10,223.78	75.73
10-425-522	INSURANCE-HEALTH	15,500.00	3,586.00	3,586.00	11,914.00	0.00	11,914.00	76.86
10-425-523	INSURANCE- WKRS COMP	8,257.00	0.00	0.00	8,257.00	0.00	8,257.00	100.00
	E00 Sub Totals:	166,860.00	27,499.33	27,499.33	139,360.67	0.00	139,360.67	83.52
E10	Supplies & Services							
10-425-603	COMMUNICATIONS	1,000.00	153.40	153.40	846.60	0.00	846.60	84.66
10-425-629	UNIFORMS/CLEANING/TRAININ	200.00	0.00	0.00	200.00	0.00	200.00	100.00
10-425-648	SPECIAL DEPT. EXPENSES	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
10-425-649	ANIMAL REGULATION	750.00	80.91	80.91	669.09	0.00	669.09	89.21
10-425-696	VEHICLE OPER & MAINTENANC	5,000.00	394.96	394.96	4,605.04	0.00	4,605.04	92.10
	E10 Sub Totals:	11,950.00	629.27	629.27	11,320.73	0.00	11,320.73	94.73
E30	Capital Outlay							
10-425-675	CAPITAL OUTLAY	0.00	16,656.20	16,656.20	-16,656.20	0.00	-16,656.20	0.00
	E30 Sub Totals:	0.00	16,656.20	16,656.20	-16,656.20	0.00	-16,656.20	0.00
	Expense Sub Totals:	178,810.00	44,784.80	44,784.80	134,025.20	0.00	134,025.20	74.95
	Dept 425 Sub Totals:	178,810.00	44,784.80	44,784.80	134,025.20	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-427	LIBRARY							
E00	Salaries & Wages							
10-427-501	SALARIES	38,000.00	7,978.95	7,978.95	30,021.05	0.00	30,021.05	79.00
10-427-520	SOCIAL SECURITY	2,907.00	610.36	610.36	2,296.64	0.00	2,296.64	79.00
10-427-521	P.E.R.S.	2,987.00	634.02	634.02	2,352.98	0.00	2,352.98	78.77
10-427-523	INSURANCE- WKRS COMP	4,129.00	0.00	0.00	4,129.00	0.00	4,129.00	100.00
	E00 Sub Totals:	48,023.00	9,223.33	9,223.33	38,799.67	0.00	38,799.67	80.79
E10	Supplies & Services							
10-427-608	UTILITIES	9,000.00	1,578.98	1,578.98	7,421.02	0.00	7,421.02	82.46
10-427-648	SPECIAL DEPT. EXPENSES	500.00	216.00	216.00	284.00	0.00	284.00	56.80
	E10 Sub Totals:	9,500.00	1,794.98	1,794.98	7,705.02	0.00	7,705.02	81.11
E20	Contractual Services							
10-427-640	JANITORIAL CONTRACT	2,820.00	470.00	470.00	2,350.00	0.00	2,350.00	83.33
	E20 Sub Totals:	2,820.00	470.00	470.00	2,350.00	0.00	2,350.00	83.33
E40	Other Expenses							
10-427-658	TAXES	180.00	0.00	0.00	180.00	0.00	180.00	100.00
	E40 Sub Totals:	180.00	0.00	0.00	180.00	0.00	180.00	100.00
	Expense Sub Totals:	60,523.00	11,488.31	11,488.31	49,034.69	0.00	49,034.69	81.02
	Dept 427 Sub Totals:	60,523.00	11,488.31	11,488.31	49,034.69	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-429								
E00	Salaries & Wages							
10-429-501	SALARIES	0.00	61,747.95	61,747.95	-61,747.95	0.00	-61,747.95	0.00
10-429-502	SALARIES-O/T	0.00	78,860.09	78,860.09	-78,860.09	0.00	-78,860.09	0.00
	E00 Sub Totals:	0.00	140,608.04	140,608.04	-140,608.04	0.00	-140,608.04	0.00
E10	Supplies & Services							
10-429-637	MEETINGS & TRAVEL	0.00	7,307.79	7,307.79	-7,307.79	0.00	-7,307.79	0.00
10-429-696	VEHICLE OPER & MAINTENANCE	0.00	207.99	207.99	-207.99	0.00	-207.99	0.00
	E10 Sub Totals:	0.00	7,515.78	7,515.78	-7,515.78	0.00	-7,515.78	0.00
E80	Employee Benefits							
10-429-520	SOCIAL SECURITY	0.00	10,739.54	10,739.54	-10,739.54	0.00	-10,739.54	0.00
10-429-521	P.E.R.S.	0.00	2,126.87	2,126.87	-2,126.87	0.00	-2,126.87	0.00
10-429-522	INSURANCE-HEALTH	0.00	3,242.83	3,242.83	-3,242.83	0.00	-3,242.83	0.00
	E80 Sub Totals:	0.00	16,109.24	16,109.24	-16,109.24	0.00	-16,109.24	0.00
	Expense Sub Totals:	0.00	164,233.06	164,233.06	-164,233.06	0.00	-164,233.06	0.00
	Dept 429 Sub Totals:	0.00	164,233.06	164,233.06	-164,233.06	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-432	STREET CLEANING							
E00	Salaries & Wages							
10-432-501	SALARIES	2,600.00	0.00	0.00	2,600.00	0.00	2,600.00	100.00
10-432-520	SOCIAL SECURITY	199.00	0.00	0.00	199.00	0.00	199.00	100.00
10-432-521	P.E.R.S.	203.00	110.12	110.12	92.88	0.00	92.88	45.75
10-432-522	INSURANCE-HEALTH	1,830.00	0.00	0.00	1,830.00	0.00	1,830.00	100.00
10-432-523	INSURANCE- WKRS COMP	2,133.00	0.00	0.00	2,133.00	0.00	2,133.00	100.00
	E00 Sub Totals:	6,965.00	110.12	110.12	6,854.88	0.00	6,854.88	98.42
E10	Supplies & Services							
10-432-648	SPECIAL DEPT. EXPENSES	100.00	1,038.89	1,038.89	-938.89	0.00	-938.89	0.00
10-432-696	VEHICLE OPER & MAINTENANCE	12,000.00	2,264.17	2,264.17	9,735.83	0.00	9,735.83	81.13
	E10 Sub Totals:	12,100.00	3,303.06	3,303.06	8,796.94	0.00	8,796.94	72.70
	Expense Sub Totals:	19,065.00	3,413.18	3,413.18	15,651.82	0.00	15,651.82	82.10
	Dept 432 Sub Totals:	19,065.00	3,413.18	3,413.18	15,651.82	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-433	STREET MAINTENANCE							
E00	Salaries & Wages							
10-433-501	SALARIES	106,159.00	21,946.02	21,946.02	84,212.98	0.00	84,212.98	79.33
10-433-502	SALARIES-O/T	0.00	270.03	270.03	-270.03	0.00	-270.03	0.00
10-433-520	SOCIAL SECURITY	8,121.00	1,654.70	1,654.70	6,466.30	0.00	6,466.30	79.62
10-433-521	P.E.R.S.	8,280.00	5,142.06	5,142.06	3,137.94	0.00	3,137.94	37.90
10-433-522	INSURANCE-HEALTH	25,615.00	6,234.01	6,234.01	19,380.99	0.00	19,380.99	75.66
10-433-523	INSURANCE- WKRS COMP	10,666.00	0.00	0.00	10,666.00	0.00	10,666.00	100.00
	E00 Sub Totals:	158,841.00	35,246.82	35,246.82	123,594.18	0.00	123,594.18	77.81
E10	Supplies & Services							
10-433-603	COMMUNICATIONS	5,700.00	1,195.73	1,195.73	4,504.27	0.00	4,504.27	79.02
10-433-604	OFFICE SUPPLIES	0.00	20.19	20.19	-20.19	0.00	-20.19	0.00
10-433-632	MAINTENANCE/EQUIPMENT	0.00	10.02	10.02	-10.02	0.00	-10.02	0.00
10-433-648	SPECIAL DEPT. EXPENSES	0.00	357,630.32	357,630.32	-357,630.32	0.00	-357,630.32	0.00
10-433-696	VEHICLE OPER & MAINTENANC	20,000.00	4,956.63	4,956.63	15,043.37	0.00	15,043.37	75.22
	E10 Sub Totals:	25,700.00	363,812.89	363,812.89	-338,112.89	0.00	-338,112.89	0.00
E20	Contractual Services							
10-433-653	ENGINEERING	0.00	28,460.75	28,460.75	-28,460.75	0.00	-28,460.75	0.00
	E20 Sub Totals:	0.00	28,460.75	28,460.75	-28,460.75	0.00	-28,460.75	0.00
E30	Capital Outlay							
10-433-675	CAPITAL OUTLAY	12,167.00	0.00	0.00	12,167.00	0.00	12,167.00	100.00
	E30 Sub Totals:	12,167.00	0.00	0.00	12,167.00	0.00	12,167.00	100.00
	Expense Sub Totals:	196,708.00	427,520.46	427,520.46	-230,812.46	0.00	-230,812.46	0.00
	Dept 433 Sub Totals:	196,708.00	427,520.46	427,520.46	-230,812.46	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-434	SNOW REMOVAL							
E00	Salaries & Wages							
10-434-501	SALARIES	6,212.00	0.00	0.00	6,212.00	0.00	6,212.00	100.00
10-434-520	SOCIAL SECURITY	475.00	0.00	0.00	475.00	0.00	475.00	100.00
10-434-521	PERS	559.00	0.00	0.00	559.00	0.00	559.00	100.00
10-434-522	INSURANCE-HEALTH	1,830.00	0.00	0.00	1,830.00	0.00	1,830.00	100.00
10-434-523	INSURANCE- WKR'S COMP	2,133.00	0.00	0.00	2,133.00	0.00	2,133.00	100.00
	E00 Sub Totals:	11,209.00	0.00	0.00	11,209.00	0.00	11,209.00	100.00
E10	Supplies & Services							
10-434-634	RENTS & LEASES	2,400.00	0.00	0.00	2,400.00	0.00	2,400.00	100.00
	E10 Sub Totals:	2,400.00	0.00	0.00	2,400.00	0.00	2,400.00	100.00
	Expense Sub Totals:	13,609.00	0.00	0.00	13,609.00	0.00	13,609.00	100.00
	Dept 434 Sub Totals:	13,609.00	0.00	0.00	13,609.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 10-440	STREET LIGHTING							
E10	Supplies & Services							
10-440-656	STREET LIGHTING	50,000.00	8,485.30	8,485.30	41,514.70	0.00	41,514.70	83.03
	E10 Sub Totals:	50,000.00	8,485.30	8,485.30	41,514.70	0.00	41,514.70	83.03
	Expense Sub Totals:	50,000.00	8,485.30	8,485.30	41,514.70	0.00	41,514.70	83.03
	Dept 440 Sub Totals:	50,000.00	8,485.30	8,485.30	41,514.70	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	5,741,817.00	2,271,300.98	2,271,300.98	3,470,516.02	0.00	3,470,516.02	60.44
	Fund 10 Sub Totals:	5,741,817.00	2,271,300.98	2,271,300.98	3,470,516.02	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 11	SOLID WASTE FUND							
Dept 11-001	GENERAL							
E10	Supplies & Services							
11-001-606	POSTAGE	0.00	500.00	500.00	-500.00	0.00	-500.00	0.00
	E10 Sub Totals:	0.00	500.00	500.00	-500.00	0.00	-500.00	0.00
	Expense Sub Totals:	0.00	500.00	500.00	-500.00	0.00	-500.00	0.00
	Dept 001 Sub Totals:	0.00	500.00	500.00	-500.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	500.00	500.00	-500.00	0.00	-500.00	0.00
	Fund 11 Sub Totals:	0.00	500.00	500.00	-500.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 12	WATER FUND							
Dept 12-001	GENERAL							
E00	Salaries & Wages							
12-001-501	SALARIES	259,360.00	48,995.20	48,995.20	210,364.80	0.00	210,364.80	81.11
12-001-502	SALARIES-O/T	0.00	90.00	90.00	-90.00	0.00	-90.00	0.00
12-001-520	SOCIAL SECURITY	19,841.00	3,706.39	3,706.39	16,134.61	0.00	16,134.61	81.32
12-001-521	P.E.R.S.	20,230.00	8,760.19	8,760.19	11,469.81	0.00	11,469.81	56.70
12-001-522	INSURANCE-HEALTH	40,759.00	6,929.67	6,929.67	33,829.33	0.00	33,829.33	83.00
12-001-523	INSURANCE- WKRS COMP	22,733.00	0.00	0.00	22,733.00	0.00	22,733.00	100.00
12-001-603	COMMUNICATIONS	3,000.00	928.18	928.18	2,071.82	0.00	2,071.82	69.06
	E00 Sub Totals:	365,923.00	69,409.63	69,409.63	296,513.37	0.00	296,513.37	81.03
E10	Supplies & Services							
12-001-604	OFFICE SUPPLIES	300.00	20.19	20.19	279.81	0.00	279.81	93.27
12-001-606	POSTAGE	3,000.00	1,489.00	1,489.00	1,511.00	0.00	1,511.00	50.37
12-001-608	UTILITIES	65,000.00	14,102.58	14,102.58	50,897.42	0.00	50,897.42	78.30
12-001-634	RENTS & LEASES	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
12-001-648	SPECIAL DEPT. EXPENSES	25,000.00	1,553,330.42	1,553,330.42	-1,528,330.42	0.00	-1,528,330.42	0.00
12-001-653	ENGINEERING	0.00	196,333.58	196,333.58	-196,333.58	0.00	-196,333.58	0.00
12-001-675	CAPITAL OUTLAY	3,012,166.00	0.00	0.00	3,012,166.00	0.00	3,012,166.00	100.00
12-001-696	VEHICLE OPER & MAINTENANCE	10,000.00	2,242.62	2,242.62	7,757.38	0.00	7,757.38	77.57
12-001-698	DEPRECIATION	225,000.00	0.00	0.00	225,000.00	0.00	225,000.00	100.00
	E10 Sub Totals:	3,341,466.00	1,767,518.39	1,767,518.39	1,573,947.61	0.00	1,573,947.61	47.10
E20	Contractual Services							
12-001-657	OUTSIDE SER/CONTR/CONSULT	0.00	792.00	792.00	-792.00	0.00	-792.00	0.00
12-001-673	PHYSICAL EXAMS	75.00	0.00	0.00	75.00	0.00	75.00	100.00
	E20 Sub Totals:	75.00	792.00	792.00	-717.00	0.00	-717.00	0.00
E60	Depreciation and amortization							
12-001-699	SERVICE CHARGE	6,000.00	1,309.33	1,309.33	4,690.67	0.00	4,690.67	78.18
	E60 Sub Totals:	6,000.00	1,309.33	1,309.33	4,690.67	0.00	4,690.67	78.18
E90	Interfund Transfers							
12-001-627	GENERAL GOVERNMENT COST	795,299.00	0.00	0.00	795,299.00	0.00	795,299.00	100.00
	E90 Sub Totals:	795,299.00	0.00	0.00	795,299.00	0.00	795,299.00	100.00
	Expense Sub Totals:	4,508,763.00	1,839,029.35	1,839,029.35	2,669,733.65	0.00	2,669,733.65	59.21
	Dept 001 Sub Totals:	4,508,763.00	1,839,029.35	1,839,029.35	2,669,733.65	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	4,508,763.00	1,839,029.35	1,839,029.35	2,669,733.65	0.00	2,669,733.65	59.21
	Fund 12 Sub Totals:	4,508,763.00	1,839,029.35	1,839,029.35	2,669,733.65	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 16	Transportation Taxes							
Dept 16-001	GENERAL							
E20	Contractual Services							
16-001-657	OUTSIDE SER/CONTR/CONSULT	81,229.00	0.00	0.00	81,229.00	0.00	81,229.00	100.00
	E20 Sub Totals:	81,229.00	0.00	0.00	81,229.00	0.00	81,229.00	100.00
	Expense Sub Totals:	81,229.00	0.00	0.00	81,229.00	0.00	81,229.00	100.00
	Dept 001 Sub Totals:	81,229.00	0.00	0.00	81,229.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	81,229.00	0.00	0.00	81,229.00	0.00	81,229.00	100.00
	Fund 16 Sub Totals:	81,229.00	0.00	0.00	81,229.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 17	Gas Tax #2105 Prop 111							
Dept 17-001	GENERAL							
E00	Salaries & Wages							
17-001-501	SALARIES	47,722.00	109.10	109.10	47,612.90	0.00	47,612.90	99.77
17-001-520	SOCIAL SECURITY	3,651.00	8.33	8.33	3,642.67	0.00	3,642.67	99.77
17-001-521	P.E.R.S.	3,722.00	11.11	11.11	3,710.89	0.00	3,710.89	99.70
17-001-522	INSURANCE-HEALTH	1,830.00	25.49	25.49	1,804.51	0.00	1,804.51	98.61
17-001-523	INSURANCE- WKR'S COMP	2,133.00	0.00	0.00	2,133.00	0.00	2,133.00	100.00
	E00 Sub Totals:	59,058.00	154.03	154.03	58,903.97	0.00	58,903.97	99.74
E10	Supplies & Services							
17-001-608	UTILITIES	3,200.00	1,000.46	1,000.46	2,199.54	0.00	2,199.54	68.74
17-001-634	RENTS & LEASES	8,500.00	1,373.00	1,373.00	7,127.00	0.00	7,127.00	83.85
17-001-648	SPECIAL DEPT. EXPENSES	11,000.00	223.87	223.87	10,776.13	0.00	10,776.13	97.96
17-001-696	VEHICLE OPER & MAINTENANCE	15,000.00	449.56	449.56	14,550.44	0.00	14,550.44	97.00
	E10 Sub Totals:	37,700.00	3,046.89	3,046.89	34,653.11	0.00	34,653.11	91.92
	Expense Sub Totals:	96,758.00	3,200.92	3,200.92	93,557.08	0.00	93,557.08	96.69
	Dept 001 Sub Totals:	96,758.00	3,200.92	3,200.92	93,557.08	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	96,758.00	3,200.92	3,200.92	93,557.08	0.00	93,557.08	96.69
	Fund 17 Sub Totals:	96,758.00	3,200.92	3,200.92	93,557.08	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 20	Community Development & Promo							
Dept 20-001	GENERAL							
E00	Salaries & Wages							
20-001-501	SALARIES	4,430.00	151.42	151.42	4,278.58	0.00	4,278.58	96.58
20-001-520	SOCIAL SECURITY	339.00	117.43	117.43	221.57	0.00	221.57	65.36
20-001-521	P.E.R.S.	346.00	232.32	232.32	113.68	0.00	113.68	32.86
20-001-522	INSURANCE-HEALTH	1,830.00	374.31	374.31	1,455.69	0.00	1,455.69	79.55
20-001-523	INSURANCE- WKRS COMP	2,133.00	0.00	0.00	2,133.00	0.00	2,133.00	100.00
	E00 Sub Totals:	9,078.00	875.48	875.48	8,202.52	0.00	8,202.52	90.36
E10	Supplies & Services							
20-001-648	SPECIAL DEPT. EXPENSES	0.00	1,422.33	1,422.33	-1,422.33	0.00	-1,422.33	0.00
20-001-660	COMMUNITY PROMOTION	60,000.00	23,990.00	23,990.00	36,010.00	0.00	36,010.00	60.02
	E10 Sub Totals:	60,000.00	25,412.33	25,412.33	34,587.67	0.00	34,587.67	57.65
	Expense Sub Totals:	69,078.00	26,287.81	26,287.81	42,790.19	0.00	42,790.19	61.94
	Dept 001 Sub Totals:	69,078.00	26,287.81	26,287.81	42,790.19	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	69,078.00	26,287.81	26,287.81	42,790.19	0.00	42,790.19	61.94
	Fund 20 Sub Totals:	69,078.00	26,287.81	26,287.81	42,790.19	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 25	FORFEITURE FIDUCIARY FUND							
Dept 25-001	GENERAL							
E10	Supplies & Services							
25-001-648	SPECIAL DEPT. EXPENSES	0.00	147,136.85	147,136.85	-147,136.85	0.00	-147,136.85	0.00
	E10 Sub Totals:	0.00	147,136.85	147,136.85	-147,136.85	0.00	-147,136.85	0.00
	Expense Sub Totals:	0.00	147,136.85	147,136.85	-147,136.85	0.00	-147,136.85	0.00
	Dept 001 Sub Totals:	0.00	147,136.85	147,136.85	-147,136.85	0.00	-147,136.85	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	147,136.85	147,136.85	-147,136.85	0.00	-147,136.85	0.00
	Fund 25 Sub Totals:	0.00	147,136.85	147,136.85	-147,136.85	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 36	1/4% Use/Sales Tax							
Dept 36-001	GENERAL							
E20	Contractual Services							
36-001-657	OUTSIDE SER/CONTR/CONSULT	45,000.00	0.00	0.00	45,000.00	0.00	45,000.00	100.00
36-001-659	SR MEALS/NUTRITION PROG	64,800.00	13,909.00	13,909.00	50,891.00	0.00	50,891.00	78.54
	E20 Sub Totals:	109,800.00	13,909.00	13,909.00	95,891.00	0.00	95,891.00	87.33
E90	Interfund Transfers							
36-001-705	TRANSFERS OUT	85,000.00	0.00	0.00	85,000.00	0.00	85,000.00	100.00
	E90 Sub Totals:	85,000.00	0.00	0.00	85,000.00	0.00	85,000.00	100.00
	Expense Sub Totals:	194,800.00	13,909.00	13,909.00	180,891.00	0.00	180,891.00	92.86
	Dept 001 Sub Totals:	194,800.00	13,909.00	13,909.00	180,891.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	194,800.00	13,909.00	13,909.00	180,891.00	0.00	180,891.00	92.86
	Fund 36 Sub Totals:	194,800.00	13,909.00	13,909.00	180,891.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 37	Mill Fire Recovery/Projects							
Dept 37-001	GENERAL							
E10	Supplies & Services							
37-001-657	OUTSIDE SER/CONTR/CONSULT	837,300.00	0.00	0.00	837,300.00	0.00	837,300.00	100.00
	E10 Sub Totals:	837,300.00	0.00	0.00	837,300.00	0.00	837,300.00	100.00
	Expense Sub Totals:	837,300.00	0.00	0.00	837,300.00	0.00	837,300.00	100.00
	Dept 001 Sub Totals:	837,300.00	0.00	0.00	837,300.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	837,300.00	0.00	0.00	837,300.00	0.00	837,300.00	100.00
	Fund 37 Sub Totals:	837,300.00	0.00	0.00	837,300.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 61	GFAAG							
Dept 61-001	GENERAL							
E30	Capital Outlay							
61-001-675	CAPITAL OUTLAY	-3,000,000.00	0.00	0.00	-3,000,000.00	0.00	-3,000,000.00	0.00
	E30 Sub Totals:	-3,000,000.00	0.00	0.00	-3,000,000.00	0.00	-3,000,000.00	0.00
E60	Depreciation and amortization							
61-001-698	DEPRECIATION	80,000.00	0.00	0.00	80,000.00	0.00	80,000.00	100.00
	E60 Sub Totals:	80,000.00	0.00	0.00	80,000.00	0.00	80,000.00	100.00
	Expense Sub Totals:	-2,920,000.00	0.00	0.00	-2,920,000.00	0.00	-2,920,000.00	0.00
	Dept 001 Sub Totals:	-2,920,000.00	0.00	0.00	-2,920,000.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 61-419	NON DEPARTMENTAL							
E60	Depreciation and amortization							
61-419-692	AMORTIZATION EXPENSE	9,606.00	0.00	0.00	9,606.00	0.00	9,606.00	100.00
	E60 Sub Totals:	9,606.00	0.00	0.00	9,606.00	0.00	9,606.00	100.00
	Expense Sub Totals:	9,606.00	0.00	0.00	9,606.00	0.00	9,606.00	100.00
	Dept 419 Sub Totals:	9,606.00	0.00	0.00	9,606.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 61-421	POLICE							
E60	Depreciation and amortization							
61-421-692	AMORTIZATION EXPENSE	4,712.00	0.00	0.00	4,712.00	0.00	4,712.00	100.00
61-421-698	DEPRECIATION	99,600.00	0.00	0.00	99,600.00	0.00	99,600.00	100.00
	E60 Sub Totals:	104,312.00	0.00	0.00	104,312.00	0.00	104,312.00	100.00
	Expense Sub Totals:	104,312.00	0.00	0.00	104,312.00	0.00	104,312.00	100.00
	Dept 421 Sub Totals:	104,312.00	0.00	0.00	104,312.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 61-422	FIRE							
E60	Depreciation and amortization							
61-422-698	FIRE - DEPRECIATION	79,043.00	0.00	0.00	79,043.00	0.00	79,043.00	100.00
	E60 Sub Totals:	79,043.00	0.00	0.00	79,043.00	0.00	79,043.00	100.00
	Expense Sub Totals:	79,043.00	0.00	0.00	79,043.00	0.00	79,043.00	100.00
	Dept 422 Sub Totals:	79,043.00	0.00	0.00	79,043.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 61-426	SENIOR SERVICES							
E60	Depreciation and amortization							
61-426-698	SENIOR SERVICES - DEPRECIAT	6,215.00	0.00	0.00	6,215.00	0.00	6,215.00	100.00
	E60 Sub Totals:	6,215.00	0.00	0.00	6,215.00	0.00	6,215.00	100.00
	Expense Sub Totals:	6,215.00	0.00	0.00	6,215.00	0.00	6,215.00	100.00
	Dept 426 Sub Totals:	6,215.00	0.00	0.00	6,215.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 61-432	STREET CLEANING							
E60	Depreciation and amortization							
61-432-698	DEPRECIATION	368,816.00	0.00	0.00	368,816.00	0.00	368,816.00	100.00
	E60 Sub Totals:	368,816.00	0.00	0.00	368,816.00	0.00	368,816.00	100.00
	Expense Sub Totals:	368,816.00	0.00	0.00	368,816.00	0.00	368,816.00	100.00
	Dept 432 Sub Totals:	368,816.00	0.00	0.00	368,816.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	-2,352,008.00	0.00	0.00	-2,352,008.00	0.00	-2,352,008.00	0.00
	Fund 61 Sub Totals:	-2,352,008.00	0.00	0.00	-2,352,008.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 71	GLTDAG							
Dept 71-001	GENERAL							
E00	Salaries & Wages							
71-001-600	COMP ABS ADJUSTMENT	23,000.00	0.00	0.00	23,000.00	0.00	23,000.00	100.00
	E00 Sub Totals:	23,000.00	0.00	0.00	23,000.00	0.00	23,000.00	100.00
E70	Debt Service							
71-001-682	DEBT SERVICE-OFFSET	-100,504.00	0.00	0.00	-100,504.00	0.00	-100,504.00	0.00
	E70 Sub Totals:	-100,504.00	0.00	0.00	-100,504.00	0.00	-100,504.00	0.00
	Expense Sub Totals:	-77,504.00	0.00	0.00	-77,504.00	0.00	-77,504.00	0.00
	Dept 001 Sub Totals:	-77,504.00	0.00	0.00	-77,504.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 71-411	ADMINISTRATION							
E00	Salaries & Wages							
71-411-621	PERS	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00	100.00
	E00 Sub Totals:	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00	100.00
E80	Employee Benefits							
71-411-670	OPEB	60,000.00	0.00	0.00	60,000.00	0.00	60,000.00	100.00
	E80 Sub Totals:	60,000.00	0.00	0.00	60,000.00	0.00	60,000.00	100.00
	Expense Sub Totals:	80,000.00	0.00	0.00	80,000.00	0.00	80,000.00	100.00
	Dept 411 Sub Totals:	80,000.00	0.00	0.00	80,000.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 71-421	POLICE							
E00	Salaries & Wages							
71-421-621	PERS	34,000.00	0.00	0.00	34,000.00	0.00	34,000.00	100.00
	E00 Sub Totals:	34,000.00	0.00	0.00	34,000.00	0.00	34,000.00	100.00
E80	Employee Benefits							
71-421-670	OPEB	60,000.00	0.00	0.00	60,000.00	0.00	60,000.00	100.00
	E80 Sub Totals:	60,000.00	0.00	0.00	60,000.00	0.00	60,000.00	100.00
	Expense Sub Totals:	94,000.00	0.00	0.00	94,000.00	0.00	94,000.00	100.00
	Dept 421 Sub Totals:	94,000.00	0.00	0.00	94,000.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	96,496.00	0.00	0.00	96,496.00	0.00	96,496.00	100.00
	Fund 71 Sub Totals:	96,496.00	0.00	0.00	96,496.00	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 80	Sewer M & O							
Dept 80-001	GENERAL							
E00	Salaries & Wages							
80-001-501	SALARIES	103,842.00	30,083.22	30,083.22	73,758.78	0.00	73,758.78	71.03
80-001-502	SALARIES-O/T	0.00	405.04	405.04	-405.04	0.00	-405.04	0.00
80-001-520	SOCIAL SECURITY	7,944.00	2,302.63	2,302.63	5,641.37	0.00	5,641.37	71.01
80-001-521	P.E.R.S.	8,100.00	8,424.25	8,424.25	-324.25	0.00	-324.25	0.00
80-001-522	INSURANCE-HEALTH	38,474.00	3,350.98	3,350.98	35,123.02	0.00	35,123.02	91.29
80-001-523	INSURANCE- WKRS COMP	22,733.00	0.00	0.00	22,733.00	0.00	22,733.00	100.00
	E00 Sub Totals:	181,093.00	44,566.12	44,566.12	136,526.88	0.00	136,526.88	75.39
E10	Supplies & Services							
80-001-603	COMMUNICATIONS	1,000.00	172.05	172.05	827.95	0.00	827.95	82.80
80-001-604	OFFICE SUPPLIES	650.00	450.32	450.32	199.68	0.00	199.68	30.72
80-001-606	POSTAGE	2,200.00	1,489.00	1,489.00	711.00	0.00	711.00	32.32
80-001-608	UTILITIES	90,000.00	14,000.77	14,000.77	75,999.23	0.00	75,999.23	84.44
80-001-629	UNIFORMS/CLEANING/TRAININ	750.00	223.83	223.83	526.17	0.00	526.17	70.16
80-001-632	MAINTENANCE/EQUIPMENT	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
80-001-648	SPECIAL DEPT. EXPENSES	53,000.00	13,217.81	13,217.81	39,782.19	0.00	39,782.19	75.06
80-001-673	PHYSICAL EXAMS	75.00	58.50	58.50	16.50	0.00	16.50	22.00
80-001-696	VEHICLE OPER & MAINTENANC	10,000.00	2,724.13	2,724.13	7,275.87	0.00	7,275.87	72.76
80-001-699	SERVICE CHARGE	4,000.00	1,238.38	1,238.38	2,761.62	0.00	2,761.62	69.04
	E10 Sub Totals:	164,175.00	33,574.79	33,574.79	130,600.21	0.00	130,600.21	79.55
E20	Contractual Services							
80-001-653	ENGINEERING	0.00	4,691.50	4,691.50	-4,691.50	0.00	-4,691.50	0.00
	E20 Sub Totals:	0.00	4,691.50	4,691.50	-4,691.50	0.00	-4,691.50	0.00
E30	Capital Outlay							
80-001-675	CAPITAL OUTLAY	12,166.00	0.00	0.00	12,166.00	0.00	12,166.00	100.00
	E30 Sub Totals:	12,166.00	0.00	0.00	12,166.00	0.00	12,166.00	100.00
E40	Other Expenses							
80-001-658	TAXES	145.00	0.00	0.00	145.00	0.00	145.00	100.00
	E40 Sub Totals:	145.00	0.00	0.00	145.00	0.00	145.00	100.00
E60	Depreciation and amortization							
80-001-698	DEPRECIATION	300,000.00	0.00	0.00	300,000.00	0.00	300,000.00	100.00
	E60 Sub Totals:	300,000.00	0.00	0.00	300,000.00	0.00	300,000.00	100.00
E70	Debt Service							
80-001-677	LEASE/PURCHASE	42,752.00	0.00	0.00	42,752.00	0.00	42,752.00	100.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
80-001-683	DEBT SERVICE - INTEREST	5,900.00	0.00	0.00	5,900.00	0.00	5,900.00	100.00
	E70 Sub Totals:	48,652.00	0.00	0.00	48,652.00	0.00	48,652.00	100.00
E90	Interfund Transfers							
80-001-627	GENERAL GOVERNMENT COST	150,625.00	0.00	0.00	150,625.00	0.00	150,625.00	100.00
	E90 Sub Totals:	150,625.00	0.00	0.00	150,625.00	0.00	150,625.00	100.00
	Expense Sub Totals:	856,856.00	82,832.41	82,832.41	774,023.59	0.00	774,023.59	90.33
	Dept 001 Sub Totals:	856,856.00	82,832.41	82,832.41	774,023.59	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	856,856.00	82,832.41	82,832.41	774,023.59	0.00	774,023.59	90.33
	Fund 80 Sub Totals:	856,856.00	82,832.41	82,832.41	774,023.59	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Totals:							
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Totals:							
		10,131,089.00	4,384,197.32	4,384,197.32	5,746,891.68	0.00	5,746,891.68	56.73
	Report Totals:							
		10,131,089.00	4,384,197.32	4,384,197.32	5,746,891.68	0.00		

CITY OF WEED, CALIFORNIA
BASIC FINANCIAL STATEMENTS
and
SINGLE AUDIT REPORTS
JUNE 30, 2024

City of Weed, California
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June 30, 2024

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INDEPENDENT AUDITOR'S REPORT

To the City Council and Audit Committee
City of Weed, California

Report on the Audit of the Financial Statements

Opinion

I have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Weed, California as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Weed, California's basic financial statements as listed in the table of contents.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of City of Weed, California as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of the City of Weed, California and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Weed, California's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

INDEPENDENT AUDITOR'S REPORT (Continued)

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Weed, California's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Weed, California's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that I identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the *Management's Discussion and Analysis* (not presented), the budgetary comparison information on pages 38 to 40, the cost-sharing multiple employer defined benefit pension plan information on pages 41 and 42, and the single-employer defined benefit post-employment healthcare plan information on page 43 and 44, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

My audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the City of Weed, California's basic financial statements. The accompanying combining and individual nonmajor fund financial statements on pages 45-46 and schedule of expenditures of federal awards on page 51-52, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for the purpose of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management has omitted *Management's Discussion and Analysis* that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. My opinion on the basic financial statements is not affected by this missing information.

INDEPENDENT AUDITOR'S REPORT
(Continued)

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, I have also issued my report dated September 23, 2025, on my consideration of the City of Weed, California's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the City of Weed, California's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Weed, California's internal control over financial reporting and compliance.

A handwritten signature in black ink, appearing to read "Charles W. Pillon, CPA". The signature is stylized with a large "C" and "P".

Charles W. Pillon, CPA
Anderson, California

September 23, 2025

BASIC FINANCIAL STATEMENTS

CITY OF WEED
Statement of Net Position
June 30, 2024

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and investments	\$ 8,750,061	\$ 1,003,479	\$ 9,753,540
Receivables (net of allowances for bad debts, where applicable):			
Trade accounts	-	160,403	160,403
Loans	1,071,101	-	1,071,101
Intergovernmental	971,871	2,535,185	3,507,056
Prepaid expenses	62,881	-	62,881
Capital assets:			
Non-depreciable	7,423,224	10,775,775	18,198,999
Depreciable, net	16,308,359	16,680,481	32,988,840
Total Assets	34,587,497	31,155,323	65,742,820
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows from pensions	1,504,804	287,574	1,792,378
Deferred outflows from OPEB	203,178	37,944	241,122
Total Deferred Outflows of Resources	1,707,982	325,518	2,033,500
LIABILITIES			
Accounts payable	173,502	1,542,917	1,716,419
Fund overdraft payable	-	1,263,981	1,263,981
Accrued liabilities	112,261	22,612	134,873
Due to other governments	6,944	1,787	8,731
Deposits	-	31,115	31,115
Deferred revenue	4,568,243	54,955	4,623,198
Long-term liabilities, due within one year:			
Notes payable	41,857	139,373	181,230
Lease purchase financing	60,578	92,974	153,552
Interest payable	6,362	7,690	14,052
Lease liabilities	10,342	-	10,342
SBITA liability	4,716	-	4,716
Compensated absences	44,346	37,822	82,168
Due in more than one year:			
Notes payable	583,868	1,256,218	1,840,086
Lease purchase financing	194,518	311,090	505,608
Lease liabilities	35,743	-	35,743
SBITA liability	16,377	-	16,377
Compensated absences	167,454	45,032	212,486
Net pension liability	3,419,760	653,529	4,073,289
Total OPEB liability	499,282	93,243	592,525
Total Liabilities	9,946,153	5,554,338	15,500,491
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows from pensions	187,482	35,829	223,311
Deferred inflows from OPEB	635,530	118,688	754,218
Total Deferred Inflows of Resources	823,012	154,517	977,529
NET POSITION			
Net investment in capital assets	22,783,584	25,656,601	48,440,185
Restricted	1,298,024	-	1,298,024
Unrestricted	1,444,706	115,385	1,560,091
Total Net Position	\$ 25,526,314	\$ 25,771,986	\$ 51,298,300

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Statement of Activities
For The Year Ended June 30, 2024

	Program Revenues				Net (Expense) Revenues and Changes in Net Position		
	Expense	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental Activities							
General government	\$ 1,139,736	\$ 92,152	\$ 25,287	\$ -	\$ (1,022,297)	\$ -	\$ (1,022,297)
Public safety	3,061,334	761,629	323,040	-	(1,976,665)	-	(1,976,665)
Public works	992,665	-	357,771	157,557	(477,337)	-	(477,337)
Community development	199,492	-	32,488	-	(167,004)	-	(167,004)
Library	94,106	1,515	-	11,085	(81,506)	-	(81,506)
Interest expense	20,280	-	-	-	(20,280)	-	(20,280)
Total Governmental Activities	5,507,613	855,296	738,586	168,642	(3,745,089)	-	(3,745,089)
Business-Type Activities							
Water	1,439,491	826,089	-	2,616,373	-	2,002,971	2,002,971
Sewer	950,798	687,622	-	1,026,811	-	763,635	763,635
Solid waste	15,937	(784)	5,000	-	-	(11,721)	(11,721)
Total Business-Type Activities	2,406,226	1,512,927	5,000	3,643,184	-	2,754,885	2,754,885
Total Primary Government	\$ 7,913,839	\$ 2,368,223	\$ 743,586	\$ 3,811,826	(3,745,089)	2,754,885	(990,204)
General Revenues							
Taxes:							
Property taxes					515,588	-	515,588
Sales and use taxes					1,781,542	-	1,781,542
Transient occupancy taxes					440,740	-	440,740
Other taxes					589,930	-	589,930
Interest income					312,781	-	312,781
Other					468,043	1,515	469,558
Insurance loss proceeds					49,047	-	49,047
Total General Revenues					4,157,671	1,515	4,159,186
Changes in Net Position					412,582	2,756,400	3,168,982
Net Position, Beginning, as Previously Reported					25,120,832	23,026,216	48,147,048
Prior period adjustment					(7,100)	(10,630)	(17,730)
Net Position, Beginning of Year, as Restated					25,113,732	23,015,586	48,129,318
Net Position, End of Year					\$ 25,526,314	\$ 25,771,986	\$ 51,298,300

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Balance Sheet
Governmental Funds
June 30, 2024

		Special Revenue Funds			
	General Fund	Community Development Block Grant Fund	Boles Fire Fund	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and investments	\$ 6,702,527	\$ 360,059	\$ 491,961	\$ 1,195,514	\$ 8,750,061
Receivables (net of allowance for doubtful accounts):					
Loans	283,620	787,481	-	-	1,071,101
Intergovernmental	911,987	-	-	59,884	971,871
Prepaid expenses	62,881	-	-	-	62,881
Due from other funds	119,192	-	-	-	119,192
Total Assets	\$ 8,080,207	\$ 1,147,540	\$ 491,961	\$ 1,255,398	\$ 10,975,106
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
Liabilities					
Accounts payable	158,366	-	-	15,136	\$ 173,502
Accrued liabilities	112,261	-	-	-	112,261
Compensated absences	44,346	-	-	-	44,346
Due to other governments	6,944	-	-	-	6,944
Accrued interest payable	6,362	-	-	-	6,362
Due to other funds	-	-	-	119,192	119,192
Deferred revenue	4,336,164	-	232,079	-	4,568,243
Total Liabilities	4,664,443	-	232,079	134,328	5,030,850
Deferred Inflows of Resources					
Deferred inflows - unavailable resources	64,689	-	-	-	64,689
Fund Balances					
Nonspendable:					
Noncurrent receivables	283,620	787,481	-	-	1,071,101
Prepaid expenses	62,881	-	-	-	62,881
Total nonspendable	346,501	787,481	-	-	1,133,982
Restricted for:					
Streets and roads	4,796	-	-	712,019	716,815
Public safety	3,066	-	-	313,751	316,817
Parks maintenance	4,510	-	-	-	4,510
Boles fire restoration	-	-	259,882	-	259,882
Total restricted	12,372	-	259,882	1,025,770	1,298,024
Assigned for:					
Special projects	-	-	-	95,300	95,300
Unassigned	2,992,202	360,059	-	-	3,352,261
Total Fund Balances	3,351,075	1,147,540	259,882	1,121,070	5,879,567
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 8,080,207	\$ 1,147,540	\$ 491,961	\$ 1,255,398	\$ 10,975,106

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Reconciliation of the Balance Sheet - Governmental Funds to the
Government-Wide Statement of Net Position
June 30, 2024

Total Fund Balances Included in the Balance Sheet - Governmental Funds **\$ 5,879,567**

Assets recorded within the Statement of Net Position not reported in the funds:

Nondepreciable capital assets		7,423,224
Depreciable capital assets	26,318,585	
Accumulated depreciation	<u>(10,010,226)</u>	16,308,359

Deferred inflows (outflows) recorded within the statement of net position not reported in the funds:

Deferred inflows of resources relating to pensions		(187,482)
Deferred inflows of resources relating to OPEB		(635,530)
Deferred inflows of resources - unavailable revenues		64,689
Deferred outflows of resources relating to pensions		1,504,804
Deferred outflows of resources relating to OPEB		203,178

Liabilities recorded within the Statement of Net Position not reported in the funds:

Compensated absences		(167,454)
Net pension liability		(3,419,760)
Total OPEB obligation		(499,282)
Long-term debt		(947,999)

Total Net Position of Governmental Activities		\$ 25,526,314
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The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds
For The Year Ended June 30, 2024

		Special Revenue Funds			
	General Fund	Community Development Block Grant Fund	Boles Fire Fund	Other Governmental Funds	Total Governmental Funds
REVENUES					
Property taxes	\$ 515,588	\$ -	\$ -	\$ -	\$ 515,588
Sales and use taxes	1,781,542	-	-	-	1,781,542
Transient occupancy taxes	352,563	-	-	88,177	440,740
Franchise and other taxes	589,930	-	-	-	589,930
Licenses and permits	40,113	-	-	-	40,113
Fines, forfeitures and penalties	128,907	-	-	162,412	291,319
Intergovernmental revenues	587,301	-	-	357,773	945,074
Charges for services	523,864	-	-	-	523,864
Use of money and property	290,735	14,157	-	7,889	312,781
Other	468,043	-	-	-	468,043
Total Revenues	5,278,586	14,157	-	616,251	5,908,994
EXPENDITURES					
Current:					
City council	16,354	-	-	-	16,354
Finance and administration	695,060	-	-	-	695,060
City attorney	64,107	-	-	-	64,107
Planning	188,820	-	-	-	188,820
Police protection	1,803,972	-	-	119,192	1,923,164
Fire protection	820,660	-	-	-	820,660
Public works - streets & roads	379,409	-	-	59,324	438,733
Public works - buildings & grounds	90,148	-	-	-	90,148
Community and economic development	125,289	-	-	81,684	206,973
Public transportation	-	-	-	69,206	69,206
Library	94,106	-	-	-	94,106
Bad debt expense (recovery)	(1,000)	(8,000)	-	-	(9,000)
Other	2,896	-	-	-	2,896
Capital outlay	1,173,876	-	-	110,276	1,284,152
Debt service:					
Principal	120,564	-	-	-	120,564
Interest	20,280	-	-	-	20,280
Total Expenditures	5,594,541	(8,000)	-	439,682	6,026,223
Excess of Revenues Over (Under) Expenditures					
	(315,955)	22,157	-	176,569	(117,229)
OTHER FINANCING SOURCES (USES)					
Insurance loss proceeds	49,047	-	-	-	49,047
Proceeds from debt financing	82,752	-	-	-	82,752
Total Other Financing Sources and (Uses)	131,799	-	-	-	131,799
Changes in Fund Balance	(184,156)	22,157	-	176,569	14,570
FUND BALANCE					
Beginning of Year, as Previously Reported	3,542,331	1,125,383	259,882	944,501	5,872,097
Prior period adjustments	(7,100)	-	-	-	(7,100)
Beginning of Year, Restated	3,535,231	1,125,383	259,882	944,501	5,864,997
End of Year	\$ 3,351,075	\$ 1,147,540	\$ 259,882	\$ 1,121,070	\$ 5,879,567

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund
Balance - Governmental Funds to the Government-Wide Statement of Activities
For The Year Ended June 30, 2024

Total Change in Fund Balance included in the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	\$	14,570
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Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	1,284,152	
Depreciation expense	<u>(699,591)</u>	584,561

The issuance of long-term debt (i.e. leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Proceeds from debt issuance	(82,752)
Principal payments on debt	120,564

In governmental funds, pension costs are recognized when employer contributions are made. In the Statement of Activities, pension costs are recognized on the accrual basis.

(197,297)

In governmental funds, OPEB costs are recognized when employer contributions are made. In the Statement of Activities, OPEB costs are recognized on the accrual basis.

26,260

Some transactions reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Compensated absences expense	(15,478)
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Certain grant and similar revenues received more than one year after year-end are recorded as deferred revenue - unavailable in the governmental funds, but are reported as revenues in the Statement of Activities.

(37,846)

Change in Net Position of Governmental Activities	\$	412,582
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CITY OF WEED
Statement of Net Position
Proprietary Funds
June 30, 2024

	Enterprise			
	Water Fund	Sewer Fund	Solid Waste Fund	Total
ASSETS				
Cash and investments	\$ 72,800	\$ 696,572	\$ 234,107	\$ 1,003,479
Receivables (net of allowances for bad debts, where applicable):				
Trade accounts	88,612	69,049	2,742	160,403
Intergovernmental	1,860,089	675,096	-	2,535,185
Capital assets:				
Non-depreciable	5,462,134	5,313,641	-	10,775,775
Depreciable, net	7,732,884	8,947,597	-	16,680,481
Total Assets	15,216,519	15,701,955	236,849	31,155,323
DEFERRED OUTFLOWS OF RESOURCES				
Deferred outflows from pensions	147,468	140,106	-	287,574
Deferred outflows from OPEB	26,501	11,443	-	37,944
Total Deferred Outflows of Resources	173,969	151,549	-	325,518
LIABILITIES				
Accounts payable	1,005,661	536,975	281	1,542,917
Fund overdraft payable	1,263,981	-	-	1,263,981
Accrued liabilities	18,038	4,574	-	22,612
Deposits	31,115	-	-	31,115
Due to other governments	1,787	-	-	1,787
Deferred revenue	21,173	17,559	16,223	54,955
Long-term liabilities, due within one year:				
Notes payable	100,000	39,373	-	139,373
Lease purchase financing	46,487	46,487	-	92,974
Interest payable	3,845	3,845	-	7,690
Compensated absences	18,911	18,911	-	37,822
Due in more than one year:				
Notes payable	707,000	549,218	-	1,256,218
Lease purchase financing	155,545	155,545	-	311,090
Compensated absences	22,516	22,516	-	45,032
Net pension liability	335,130	318,399	-	653,529
Total OPEB liability	65,123	28,120	-	93,243
Total Liabilities	3,796,312	1,741,522	16,504	5,554,338
DEFERRED INFLOWS OF RESOURCES				
Deferred inflows from pensions	18,373	17,456	-	35,829
Deferred inflows from OPEB	82,894	35,794	-	118,688
Total Deferred Inflows of Resources	101,267	53,250	-	154,517
NET POSITION				
Net investment in capital assets	12,185,986	13,470,615	-	25,656,601
Unrestricted	(693,077)	588,117	220,345	115,385
Total Net Position	\$ 11,492,909	\$ 14,058,732	\$ 220,345	\$ 25,771,986

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Statement of Revenues, Expenses and Changes in Fund Net Position
Proprietary Funds
For The Year Ended June 30, 2024

	Enterprise			
	Water Fund	Sewer Fund	Solid Waste Fund	Total
OPERATING REVENUES				
User fees and charges	\$ 826,089	\$ 687,622	\$ (784)	\$ 1,512,927
OPERATING EXPENSES				
Cost of power	47,138	68,643	-	115,781
Maintenance, operations, and administration	1,140,317	576,493	17,891	1,734,701
Depreciation	230,158	285,886	-	516,044
Bad debt expense (recovery)	7,418	(879)	(1,954)	4,585
Total Operating Expenses	1,425,031	930,143	15,937	2,371,111
Operating Income (Loss)	(598,942)	(242,521)	(16,721)	(858,184)
NONOPERATING REVENUES (EXPENSES)				
Intergovernmental revenues	2,616,373	1,026,811	5,000	3,648,184
Other	-	1,515	-	1,515
Interest expense	(14,460)	(20,655)	-	(35,115)
Net Nonoperating Revenues (Expenses)	2,601,913	1,007,671	5,000	3,614,584
Changes in Fund Net Position	2,002,971	765,150	(11,721)	2,756,400
NET POSITION				
Beginning of year, as previously reported	9,500,568	13,293,582	232,066	23,026,216
Prior period adjustments	(10,630)	-	-	(10,630)
Beginning of Year	9,489,938	13,293,582	232,066	23,015,586
End of Year	\$ 11,492,909	\$ 14,058,732	\$ 220,345	\$ 25,771,986

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Statement of Cash Flows
Proprietary Funds
For The Year Ended June 30, 2024

	Enterprise			
	Water Fund	Sewer Fund	Solid Waste Fund	Total
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	\$ 829,349	\$ 685,655	\$ (1,069)	\$ 1,513,935
Payments to suppliers	(155,887)	(407,765)	(16,237)	(579,889)
Payments to or on behalf of employees	(131,755)	(210,647)	-	(342,402)
Net Cash Provided (Used) by Operating Activities	541,707	67,243	(17,306)	591,644
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Intergovernmental revenues	-	-	5,000	5,000
Receipts from other revenues	-	1,515	-	1,515
Net Cash Provided (Used) by Non-Capital Financing Activities	-	1,515	5,000	6,515
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Intergovernmental revenues	1,164,175	560,068	-	1,724,243
Proceeds from issuance of debt	249,132	249,132	-	498,264
Purchase of capital assets	(1,797,299)	(780,991)	-	(2,578,290)
Principal payments on capital debt	(147,100)	(86,066)	-	(233,166)
Interest payments on capital debt	(10,615)	(16,810)	-	(27,425)
Net Cash Provided (Used) by Capital and Related Financing Activities	(541,707)	(74,667)	-	(616,374)
Net Increase (Decrease) in Cash	-	(5,909)	(12,306)	(18,215)
Cash and Investments, Beginning of Year	72,800	702,481	246,413	1,021,694
Cash and Investments, End of Year	\$ 72,800	\$ 696,572	\$ 234,107	\$ 1,003,479
Reconciliation of Operating Income (Loss) to Cash Provided by Operating Activities				
Operating income (loss)	(598,942)	(242,521)	(16,721)	(858,184)
Adjustments to reconcile operating income (loss) to cash provided (used) by operating activities:				
Depreciation and amortization	230,158	285,886	-	516,044
(Increase) decrease in:				
Accounts receivable	4,542	(3,323)	245	1,464
Deferred outflows from pensions	(42,283)	11,324	-	(30,959)
Deferred outflows from OPEB	(11,538)	3,120	-	(8,418)
Increase (decrease) in:				
Accounts payable	11,448	1,922	(300)	13,070
Fund overdraft payable	728,965	-	-	728,965
Accrued liabilities	10,061	(2,288)	-	7,773
Deposits	(1,867)	-	-	(1,867)
Deferred revenue	585	1,356	(530)	1,411
Compensated absences	6,355	5,982	-	12,337
Net pension liability	131,905	25,825	-	157,730
Total OPEB liability	15,253	(20,416)	-	(5,163)
Deferred inflows from pensions	(2,755)	(12,961)	-	(15,716)
Deferred inflows from OPEB	59,820	13,337	-	73,157
Net Cash Provided (Used) by Operating Activities	\$ 541,707	\$ 67,243	\$ (17,306)	\$ 591,644
Note regarding operating activities				
The respective change in accounts payable does not reflect the purchase of capital assets	\$ 987,941	\$ 531,077	\$ -	\$ 1,519,018

The accompanying notes are an integral part of these financial statements.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Weed, California (hereafter "the City") is legally incorporated under California municipal law and is governed by a five-member City Council. The City provides the following services: public safety, streets and roads, water, sewer, and solid waste services, community development and general administrative services.

The accounting policies of the City conform to accounting principles generally accepted in the United States of America as applicable to governmental entities. The following is a summary of the more significant policies.

The City's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the City are discussed below.

The financial statements of the City include all of the financial activities of the City. In evaluating how to define the City for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic - but not the only - criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations and accountability for fiscal matters. The other criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the City is able to exercise oversight responsibilities. Based upon the application of these criteria, the City does not have any component units.

B. Basis of Presentation

The financial statement presentation required by GASB Statements Nos. 34, 37, 38, and 39 provides a comprehensive, entity-wide perspective of the City's overall financial position and results of operations while maintaining the presentation of the financial position, results of operations and cash flows, as applicable, of the City's major funds.

Government-wide Financial Statements:

The statement of net position and statement of activities include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities are reported separately from business-type activities (such as water, sewer, and solid waste).

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the City's business-type activities and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and therefore are clearly identifiable to a specific function. Program revenues include charges paid by recipients of goods and services offered by the program, and grants and contributions that are restricted to meeting the operational or capital requirements of a specific program. Revenues that are not classified as program revenues are presented instead as general revenues.

When both restricted and unrestricted net position are available, restricted resources are depleted first before the unrestricted resources are used.

Fund Financial Statements:

The accounts of the City are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Total assets, liabilities, revenues, or expenditure/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category type; and

Total assets, liabilities, revenues, or expenditures/expenses for the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the City are described below:

Major Governmental Funds:

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

The Community Development Block Grant (CDBG) Fund accounts for the financing of home rehabilitation and economic assistance, as financed by monies passed through the State by the federal government.

The Boles Fire Fund accounts for revenues and expenditures that have arisen from the fire that occurred on September 15, 2014.

Major Proprietary Funds:

The Water Fund was established to account for the operations of the City's water utility, a self-supporting activity which renders a service on a user charge basis to residents and businesses within the City.

The Sewer Fund was established to account for the operations of the City's sewer utility, a self-supporting activity which renders a service on a user charge basis to residents and businesses within the City.

The Solid Waste Fund was established to account refuse collection, a self-supporting activity which renders a service on a user charge basis to residents and businesses within the City.

The Proprietary Funds are used to account for operations that are financed and operated in a manner similar to a private business enterprise where the intent of the governing body is that the costs (expenses) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Additionally, the City reports the following non-major governmental funds:

Local Transportation Fund: was established to account for the construction and maintenance of the streets and roads of the City, as well as to provide mass transit, as financed from "Transportation Development Act" monies passed through the County of Siskiyou by the State.

Gas Tax Fund was established to account for the construction and maintenance of the streets and roads of the City as financed by gas taxes received from the State.

SB1 RMRA Fund was established to account for the construction and maintenance of the streets and roads of the City as financed by gas taxes received from the State through the SB1 legislation.

STIP Fund was established to account for the construction of streets and roads of the Vista Drive project, as well as other projects, through the State Transportation Improvement Program.

Traffic Congestion Relief Fund was established to account for the monies received from the State for relief of traffic congestion within the City.

Traffic Study Fund was established to account for the funds received to develop a traffic study.

Community Development Fund was established to account for the portion of transient occupancy taxes collected for the investment in the development and promotion of the community.

WPD Forfeiture Seizure Fund was established to account for funds received from forfeiture of property within Siskiyou County as approved by the District Attorney's office for use by the Weed Police Department.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus:

In the government-wide statements, both governmental and business-type activities are presented using the economic resources measurement focus as defined below.

In the fund financial statements, the current financial resources measurement focus, or the economic resources measurement focus is used as appropriate.

All governmental funds utilize a current financial resources measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present resources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the year.

All proprietary (enterprise) funds utilize an economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as a net asset.

Basis of Accounting:

In the government-wide statements, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred, or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental and agency funds are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when measurable and available. Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within 60 days after year end. Expenditures (including capital outlays) are recorded when the related fund liability is incurred.

All proprietary funds utilize the accrual basis of accounting, as described above.

D. Assets, Liabilities, Net Position or Fund Equity

Cash and Cash Equivalents:

For purposes of the statement of cash flows, the City considers as cash equivalents all highly liquid investments with a maturity at the date of purchase of three months or less.

Investments:

The City participates in the California Local Agency Investment Fund (“LAIF”). LAIF is an external investment pool through which local governments may pool investments. Investments in LAIF are highly liquid, as deposits can be converted to cash within 24 hours without the loss of interest. The fair value of the City’s portion of LAIF is the same as its value of the pool shares. The regulatory oversight of LAIF rests with the Local Agency Investment Board.

Receivables:

In the fund financial statements, material receivables in governmental funds are the same as those in the government-wide statements since they are both measurable and available. Interest earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available. Proprietary fund material receivables consist of all revenues earned at year-end but not yet received.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Allowances for uncollectible accounts receivable are based on historical trends, periodic aging of accounts receivable, and management's detailed analysis of the composition of accounts receivable.

Property Taxes:

The County of Siskiyou assesses, bills, and collects property taxes for the City. Assessed values are determined annually by the Siskiyou County Assessor as of January 1 and become a lien on such property January 1. Taxes are due November 1 and February 1 (secured), and July 1 (unsecured) and are delinquent if not paid by December 10 and April 10 (secured), and August 31 (unsecured). The County is permitted by the State Constitution (Article XIII A) to levy taxes at 1% of the full market value of the property (at the time of purchase) and can increase a property's assessed valuation by reappraisal due to new construction, change in ownership, or by increase in fair market value not to exceed a 2% each year. Property taxes collected by the County on behalf of the City but not remitted to the City by June 30 are accrued in revenue and included in other accounts receivable.

Interfund Balances:

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. These may include amounts relating to goods and services type transactions, and interfund loans.

Capital Assets:

The accounting treatment for property, plant, equipment, and infrastructure assets (capital assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

The cost of normal maintenance and repairs that do not add to the value or materially extend the useful life of the asset are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

In the government-wide financial statements, property, plant, equipment, and infrastructure assets with a cost, as defined below, of \$5,000 or more, and a useful life of 1-year or more, are accounted for as capital assets. All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available, except donated capital assets are recorded at their estimated fair market value at the date of donation. Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Utility plant	50 years
Buildings	40 years
Machinery and equipment	5 to 40 years
Infrastructure	20-50 years

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same as in the government-wide statements.

Deferred revenues:

Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received by the City before they have a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures (i.e. unearned). In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to the resources, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Compensated Absences:

Vacation and compensated time off are vested to the employees as it accrues or is earned, and is payable upon separation of service and therefore, have been accrued in the accompanying financial statements.

Net Pension Asset/Liability:

For purposes of measuring the net pension asset/liability and deferred inflows/outflows of resources related to pensions and pension expense, information about the fiduciary net position of the City's California Public Employee's Retirement System (CalPERS) plan (the **Plan**) and additions to/deductions from the **Plan**'s fiduciary net position have been determined on the same basis as they are reported by the CalPERS **Plan**. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable is in accordance with the benefit terms. Investments are reported at fair value.

Other Postemployment Benefits Other Than Pensions (OPEB):

For purposes of measuring the net OPEB obligation (liability), deferred outflows of resources and deferred inflows of resources related to OPEB and OPEB expense information about the fiduciary net position of the City's Retiree Benefits Plan (the **Plan**) and additions to/deductions from the **Plan**'s fiduciary net position have been determined on the same basis as they are reported by the **Plan**. For this purpose, the **Plan** recognizes benefit payments when due and payable in accordance with the benefit terms.

Long-Term Liabilities:

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term liabilities are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position.

Deferred Outflows of Resources and Deferred Inflows of Resources:

Deferred outflows of resources are defined as the current consumption of net assets that is applicable to a future reporting period while deferred inflows of resources are defined as the current acquisition of net assets that is applicable to a future reporting period.

The deferred outflows of resources and deferred inflows of resources relate to the City's pension and other postemployment benefits other than pensions (OPEB).

Equity Classifications:

In the government-wide financial statements, equity is classified as net position and displayed as follows:

Net investment in capital assets, which consist of capital assets net of accumulated depreciation and reduced by any outstanding balances of bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted net position, which consists of assets with constraints placed on the use either by external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or by law through constitutional provisions or enabling legislation.

Unrestricted net position, all other net position is reported in this category.

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated. Proprietary fund equity is classified the same as in the government-wide financial statements.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Balance Classification:

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable: This classification includes amounts that cannot be spent, such as loans receivable and prepaid expenses, because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact.

Restricted: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The City has classified public safety, streets and roads, and parks maintenance fund balances as restricted for fund purposes.

Committed: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the City Council. These amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by taking the same type of action (ordinance or resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The City did not have any committed resources as of June 30, 2024.

Assigned: This classification includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the City Council or through the City Council delegating this responsibility to the City manager through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund. The City has classified the Community Development Fund balance as assigned for the purposes of community development and promotion.

Unassigned: This classification includes the residual fund balance for the General Fund. The Unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of other fund balance amounts.

The City would typically use Restricted fund balances first, followed by Committed resources, and then Assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend Unassigned resources first to defer the use of these other classified funds.

E. Revenues, Expenditures and Expenses

Operating Revenues and Expenses:

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenues and expenses not related to capital and related financing, non-capital financing, or investing activities.

Expenditures/Expenses:

In the government-wide financial statements, expenses are classified by function for both governmental and business-type activities. In the fund financial statements, expenditures are classified by character (current, debt service or capital outlay) for governmental funds, and by operating or nonoperating classifications for proprietary funds. In the fund financial statements, governmental funds report expenditures of financial resources. Proprietary funds report expenses relating to use of economic resources.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

G. Budgets

The City adopts an annual budget for the fiscal year commencing the following July 1. Budgets are adopted on a basis consistent with generally accepted accounting principles, except for loan activity in the Community and Economic Development Block Grant Fund which is budgeted on an inflow and outflow of resources basis. The level of control, i.e. the level at which expenditures may not exceed budget, is the fund. Unused appropriations lapse at the end of the fiscal year. The City does not use encumbrance accounting.

NOTE 2 IMPACT OF RECENTLY ISSUED ACCOUNTING STANDARDS

Effective in Future Fiscal Years

Effective for fiscal years beginning July 1, 2024, the GASB issued **Statement No. 101, Compensated Absences**. This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means.

This Statement will result in a liability for compensated absences that more appropriately reflects when a government incurs an obligation. In addition, the model can be applied consistently to any type of compensated absence and will eliminate potential comparability issues between governments that offer different types of leave. The model also will result in a more robust estimate of the amount of compensated absences that a government will pay or settle, which will enhance the relevance and reliability of information about the liability for compensated absences.

Effective for fiscal years beginning July 1, 2024, the GASB issued **Statement No. 102, Certain Risk Disclosures**. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact, have occurred, have begun to occur, or are more likely to begin to occur within 12 months of the date the financial statements are issued.

NOTE 3. CASH AND INVESTMENTS

The City follows the practice of pooling cash of all funds, unless the funds are required by law, debt covenant or other instrument to be held in a separate account. Interest income on pooled cash invested is allocated monthly to the various funds based on the same proportion that such funds bear to the total monies invested. Cash and investments as of June 30, 2024, are classified in the accompanying financial statements as follows:

Statement of Net Position	
Governmental activities	\$ 8,750,061
Business-type activities	1,003,479
	\$ 9,753,540
Consisting of:	
Deposits with financial institutions	\$ 9,749,075
Local Agency Investment Fund (LAIF)	4,215
Cash on hand	250
	\$ 9,753,540

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 3. CASH AND INVESTMENTS (continued)

Investments Authorized:

The City manages its pooled idle cash investments under the guidelines of the State of California Government Code Section 53601 which specifically authorizes investments in the following instruments: treasury bills, treasury notes, federal agency securities, bankers' acceptances, nonnegotiable certificates of deposit, commercial paper, negotiable certificates of deposit, and repurchase agreements. All investments activities are conducted with financial institutions approved by the City Council.

Disclosure Relating to Interest Rate Risk:

Interest rate risk is the risk that changes in market rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value in market interest rates. As of year-end, the weighted average maturity, as well as the estimated fair value of each investment, are shown in the table below.

	<u>Cost</u>	<u>Fair Value</u>	<u>Maturity Date</u>
Local Agency Investment Fund	<u>\$ 4,215</u>	<u>\$ 4,215</u>	217-day average

Disclosure Relating to Credit Risk:

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. LAIF does not have such a rating.

Concentration of Credit Risk:

The investment policy of the City contains no limitation on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. There are no investments in any one issuer that represent 5 percent or more of total City investments. There are no investments in any one issuer that represent 5 percent or more of total investments by reporting unit.

Custodial Credit Risk:

Custodial credit risk of deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provisions for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits.

The City's balance in banks was \$8,648,893, all of which was covered by federal depository insurance, or the collateral requirements discussed in the preceding paragraph. The bank balance differs from the book balance of \$9,753,540 because of outstanding checks and deposits in transit, as well as reclassifications of negative book balances to fund overdraft payable.

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 3. CASH AND INVESTMENTS (continued)

Investment in State Investment Pool (LAIF):

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on accounting records maintained by LAIF, which are recorded on an amortized cost basis.

NOTE 4. LOANS RECEIVABLE

The following is the composition of loans receivable at June 30, 2024:

Community development loan programs	\$ 1,151,101
Less: allowance for doubtful accounts	(80,000)
Loans Receivable, net	\$ 1,071,101

NOTE 5. INTERFUND BALANCES

The following is a summary of interfund balances at June 30, 2024:

	Due from Other Funds	Due to Other Funds	Net Due to/from Other Funds
Governmental Activities			
General Fund	\$ 119,192	\$ -	\$ 119,192
Non-major Funds	-	119,192	(119,192)
Total Governmental Activities	119,192	119,192	-
Total Government Wide Statement	\$ 119,192	\$ 119,192	\$ -

The amount owed to the general fund is due to forfeiture proceeds due to the City of Weed police department from services in connection with the seizure of assets. This will be paid in the following fiscal year.

NOTE 6. CAPITAL ASSETS

Depreciation and amortization expense were charged to functions/programs for the year ended June 30, 2024, as follows:

Governmental Activities	
General government	\$ 103,877
Public safety	200,617
Streets and roads	394,578
Community and economic development	519
Total Depreciation Expense - Governmental Activities	\$ 699,591
Business-Type Activities	
Water fund	\$ 230,158
Sewer fund	285,886
Total Depreciation Expense - Business-Type Activities	\$ 516,044

Capital asset activity for the year ended June 30, 2024, was as follows:

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 6. CAPITAL ASSETS (continued)

	Beginning Balance	Additions, Transfers In	Retirements, Transfers Out	Ending Balance
Governmental Activities				
Nondepreciable Capital Assets				
Land	\$ 6,604,969	\$ -	\$ -	\$ 6,604,969
Intangible assets	32,034	-	-	32,034
Construction in progress	423,449	496,203	(133,431)	786,221
Total Nondepreciable Capital Assets	7,060,452	496,203	(133,431)	7,423,224
Depreciable Capital Assets				
Infrastructure	17,897,501	-	103,418	18,000,919
Buildings	2,734,337	340,618	30,013	3,104,968
Machinery and equipment	4,682,658	419,941	-	5,102,599
Intangible Right-to-use lease - equipment	82,709	-	-	82,709
Intangible Right-to-use software arrangement	-	27,390	-	27,390
Total Depreciable Capital Assets	25,397,205	787,949	133,431	26,318,585
Less Accumulated Depreciation and Amortization				
Infrastructure	4,368,817	359,264	-	4,728,081
Buildings	1,594,085	71,788	-	1,665,873
Machinery and equipment	3,319,097	252,855	-	3,571,952
Intangible Right-to-use lease - equipment	28,636	15,228	-	43,864
Intangible Right-to-use software arrangement	-	456	-	456
Total Accumulated Depreciation and Amortization	9,310,635	699,591	-	10,010,226
Depreciable Capital Assets, Net	16,086,570	88,358	133,431	16,308,359
Governmental Capital Assets, Net	23,147,022	584,561	-	23,731,583
Business-Type Activities				
Nondepreciable Capital Assets				
Land	4,191,789	-	-	4,191,789
Intangible assets	2,209,438	-	-	2,209,438
Construction in progress	1,463,774	2,910,774	-	4,374,548
Total Nondepreciable Capital Assets	7,865,001	2,910,774	-	10,775,775
Depreciable Capital Assets				
Infrastructure	21,953,576	747,081	-	22,700,657
Buildings	301,374	-	-	301,374
Machinery and equipment	1,558,060	512,511	-	2,070,571
Total Depreciable Capital Assets	23,813,010	1,259,592	-	25,072,602
Less Accumulated Depreciation				
Infrastructure	6,956,620	441,805	-	7,398,425
Buildings	287,294	2,750	-	290,044
Machinery and equipment	632,163	71,489	-	703,652
Total Accumulated Depreciation	7,876,077	516,044	-	8,392,121
Depreciable Capital Assets, Net	15,936,933	743,548	-	16,680,481
Business-Type Capital Assets, Net	23,801,934	3,654,322	-	27,456,256
Total Government-Wide Capital Assets, Net	\$ 46,948,956	\$ 4,238,883	\$ -	\$ 51,187,839

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 7. RISK MANAGEMENT

The City participates in the following public entity risk pools:

The Small Cities Organized Risk Effort (S.C.O.R.E.) covers general liability claims in an amount up to \$500,000. The City has a deductible or uninsured liability of up to \$25,000 per claim. Once the City's deductible is met S.C.O.R.E. becomes responsible for payment of all claims up to the limit.

The California Joint Risk Management Authority covers general liability claims that exceed S.C.O.R.E. coverage up to a maximum of \$5,000,000. The premium for this coverage is included with the annual payments made to S.C.O.R.E.

The Small Cities Organized Risk Effort covers workers' compensation claims up to the statutory limit. The City has no deductible for these claims. Actual surpluses or losses are shared according to a formula developed from overall loss costs and spread to member entities on a percentage basis after a retrospective rating. There have been no significant reductions of coverage or insurance settlements that exceed insurance coverage for the past three years.

S.C.O.R.E. is governed by a board consisting of representatives from member municipalities. The board controls the operations of the risk pool, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on the Board.

Audited financial information for the risk pool may be obtained from S.C.O.R.E. c/o Alliant Insurance Services, Inc., 1792 Tribute Road, Suite 450, Sacramento, CA 95815.

NOTE 8. LONG-TERM LIABILITIES

Changes in long-term obligations for the year ended June 30, 2024, are as follows:

	June 30, 2023	Additions	Reductions	June 30, 2024	Due within one year
Governmental Activities					
Compensated absences	\$ 183,947	\$ 27,853	\$ -	\$ 211,800	\$ 44,346
Interest payable	6,798	-	436	6,362	6,362
Lease purchase financing	258,987	55,363	59,254	255,096	60,578
Lease liabilities	59,675	-	13,589	46,086	10,342
SBITA liability	-	27,390	6,298	21,092	4,716
Total Governmental Activities	\$ 509,407	\$ 110,606	\$ 79,577	\$ 540,436	\$ 126,344
Business-Type Activities					
Compensated absences	\$ 70,517	\$ 12,337	\$ -	\$ 82,854	\$ 37,822
Interest payable	-	7,690	-	7,690	7,690
Lease purchase financing	-	498,264	94,200	404,064	92,974
Total Business-Type Activities	\$ 70,517	\$ 518,291	\$ 94,200	\$ 494,608	\$ 138,486
Governmental Activities					
Notes from direct borrowings	\$ 667,149	\$ -	\$ 41,424	\$ 625,725	\$ 41,857
Total Governmental Activities	\$ 667,149	\$ -	\$ 41,424	\$ 625,725	\$ 41,857
Business-Type Activities					
Notes from direct borrowings	\$ 1,534,557	\$ -	\$ 138,966	\$ 1,395,591	\$ 139,373
Total Business-Type Activities	\$ 1,534,557	\$ -	\$ 138,966	\$ 1,395,591	\$ 139,373

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 8. LONG-TERM LIABILITIES (continued)

The City's outstanding debt from lease purchase financing relating to governmental activities of \$255,096, is from the following lease purchases and contains the following provisions:

In August 2017, the City entered into a lease agreement for financing of a new fire engine valued at \$478,457. This lease agreement qualified as a lease purchase for accounting purposes and, therefore, has been recorded in the City's General Fund (i.e. Governmental Activities) at the present value of future minimum lease payments as of the inception date. The lease consists of annual payments of \$56,541, including interest payable at 2.95%, maturing August 15, 2027. Interest payable through June 30, 2024, has been accrued. The loan contains a provision that in the event of default by the City of any material provision of this agreement, outstanding amounts become immediately due if the City is unable to make payment. The equipment is pledged as collateral for this lease.

In January 2024, the City entered into a lease agreement for financing of a 2023 VAC-CON Model combination sewer and storm drain cleaner valued at \$553,627. This lease agreement qualified as a lease purchase for accounting purposes and, therefore, has been recorded at the present value of future minimum lease payments as of the inception date. The asset cost, as well as the liability, has been allocated between the following three funds: General Fund (i.e. Governmental Activities) at 10%, Water Fund at 45% and Sewer Fund at 45%. The lease consists of annual payments of \$128,255, including interest payable at 5.56%, maturing February 25, 2028. Annual principal and interest are also allocated to the three funds. Interest payable through June 30, 2024, has been accrued. The loan contains a provision that in the event of default by the City of any material provision of this agreement, outstanding amounts become immediately due if the City is unable to make payment. The equipment is pledged as collateral for this lease.

The City's outstanding debt from lease liabilities relating to governmental activities of \$46,086, is pursuant to the implementation of GASB Statement No. 87, *Leases*, on July 1, 2021, whereby the City recorded a lease liability in Governmental Activities for the following leases that were found to be applicable to the new standard:

Equipment Lease – Copier: the City recorded a lease liability in the amount of \$33,768. An incremental borrowing rate of 7.5% was used to calculate the present value of the future minimum lease payments to record the liability. The remaining lease term ends January 20, 2025, with no options to renew, except to roll over month-to-month. Monthly payments of \$916.90 are due to Ray A. Morgan Company for the City's right to use the copier equipment. The balance of the lease liability at June 30, 2024, was \$6,261. Consistent with equipment lease agreements, security lies solely in the right to repossess the equipment in the event of default.

Equipment Lease – US Cellular Cell Tower License: the City recorded a lease liability in the amount of \$48,941. An incremental borrowing rate of 7.5% was used to calculate the present value of the future minimum lease payments to record the liability. The remaining lease term ends November 30, 2025, with one five-year option to renew, which has been included in the lease term for purposes of applying the new standard. Monthly payments to U.S. Cellular during the 23-24 fiscal year were \$534.70 through November 30, 2023, and increasing five percent to \$561.43 effective December 1, 2023, for the City's right to use the cell tower. Monthly payments increase by five percent each year effective December 1 through the end of the lease term, including options to renew. The balance of the lease liability at June 30, 2024, was \$39,825. Consistent with equipment lease agreements, security lies solely in the right to repossess the equipment in the event of default.

The City's outstanding debt from the SBITA (Subscription-based Information Technology Arrangements) liability relating to governmental activities of \$21,092, is pursuant to the implementation of GASB Statement No. 96, *Subscription-based Information Technology Arrangements*, on July 1, 2022. During the year ended June 30, 2024, the City had one new software arrangement that required recognition under GASBS No. 96. The software amortization expense is included on the Statement of Activities related to the City's intangible asset for this software system, which is included in the capital asset activity table in Note 6 as an Intangible Right-to-Use Software Arrangement. The City now recognizes a SBITA liability and an intangible right-to-use asset for the taser certification software in Public Safety.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 8. LONG-TERM LIABILITIES (continued)

The taser certification software arrangement is a five-year agreement, initiated in fiscal year 23-24 with an annual payment of \$6,297. There are no options to extend the 23-24 arrangement or purchase the software. The City has imputed an interest rate of 7.5% to determine the present value of the intangible right-to-use asset and SBITA liability.

The City's outstanding debt from direct borrowings relating to governmental activities of \$625,725 was from the California Energy Commission for assistance with purchasing and installing the governmental portion of the renewable energy equipment. This loan is payable in semi-annual payments of principal and interest beginning on December 22, 2020, and continuing until June 22, 2038. Interest is payable at 1% and is payable in thirty-six semi-annual payments. The loan contains a provision that in the event of default by the City of any material provision of this agreement, outstanding amounts become immediately due if the City is unable to make payment. There is no collateral or security pledged for this debt.

The City's outstanding debt from lease purchase financing relating to business-type activities of \$404,064, is from the lease purchase for the VAC-CON equipment as described on page 24. Pursuant to the allocation mentioned above, the Water Fund's portion of the lease purchase asset and related liability at 45% is \$249,132, and the Sewer Fund's portion is the same.

The City's outstanding debt from direct borrowings relating to business-type activities of \$1,395,591, is from the following borrowings:

California Energy Commission with a balance at June 30, 2024, of \$588,591, which was for assistance with purchasing and installing the business-type activity (Sewer Fund) portion of the renewable energy equipment asset and liability. The description of the loan, security and default provisions are the same as the governmental portion above.

During FY20-21, the City entered into a transaction with CG Roxane LLC to purchase certain rights to divert water located in Siskiyou County, California from Roseburg Forest Products Co. ("Water Rights"). The purchase price of \$2,207,000 consisted of a cash purchase price of \$1,207,000 payable in a down payment at closing of \$100,000 and in annual installments of \$100,000 at zero-percent interest beginning one-year from closing and continuing until the balance of the purchase price is paid in full. This is estimated to be March 2032. The purchase price also consisted of a non-monetary donation of \$1,000,000 paid to Roseburg Forest Products. The balance of the note at June 30, 2024, was \$807,000. The note and purchase agreement contains no provisions regarding collateral, security or default.

Debt service requirements on long-term debt at June 30, 2024, are as follows:

Year Ended June 30,	Lease Purchase Financing			
	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2025	\$ 60,578	8,788	\$ 92,974	\$ 22,456
2026	62,657	6,710	98,142	17,288
2027	64,813	4,555	103,596	11,834
2028	67,048	2,319	109,352	6,078
2029	-	-	-	-
	\$ 255,096	\$ 22,372	\$ 404,064	\$ 57,656

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 8. LONG-TERM LIABILITIES (continued)

Governmental Activities				
Lease Liabilities				
Year Ended June 30,	Principal		Interest	
2025	\$	10,342	\$	3,010
2026		4,758		2,523
2027		5,504		2,141
2028		6,326		1,700
2029		7,233		1,195
2030-2031		11,923		689
	\$	46,086	\$	11,258

Governmental Activities				
SBITA Liability				
Year Ended June 30,	Principal		Interest	
2025	\$	4,716	\$	1,582
2026		5,069		1,228
2027		5,449		848
2028		5,858		439
2029		-		-
	\$	21,092	\$	4,097

Notes from Direct Borrowings				
Year Ended June 30,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2025	\$ 41,857	\$ 6,153	\$ 139,373	\$ 5,788
2026	42,277	5,733	139,768	5,393
2027	42,701	5,309	140,167	4,994
2028	43,129	4,881	140,569	4,591
2029	43,561	4,449	140,976	4,185
2030-2034	224,444	15,605	518,124	14,679
2035-2038	187,756	4,282	176,614	4,028
	\$ 625,725	\$ 46,412	\$ 1,395,591	\$ 43,658

NOTE 9. PENSION PLAN

General Information about the Pension Plan

Plan Description, Benefits Provided, and Employees Covered

The "Plan" is a cost-sharing multiple-employer defined-benefit pension plan administered by CalPERS. The June 30, 2023, GASB 68 actuarial valuation report for the combined **Miscellaneous** and **Safety (police and fire) Risk Pools** lists a full description of the assumptions for funding purposes, but not accounting purposes, and membership information. The benefits provided from Appendix B of the June 30, 2023, actuarial valuation report for the CalPERS **Miscellaneous** and **Safety Risk Pools** are available on the CalPERS' website (www.calpers.ca.gov) under "Forms and "Publications".

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 9. PENSION PLAN (continued)

Contribution Description

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that an actuary determines the employer contribution rates for all public employers on an annual basis, and that the rates shall be effective on the July 1 following notice of a change in the rate. The CalPERS' annual actuarial valuation process determines the total plan contributions. For public-agency cost-sharing plans covered by either the **Plan**, the basis of the **Plan**'s actuarially determined rate is the estimated amount necessary to pay the **Plan**'s allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. PERL requires the employer to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2023, (the measurement date), the basis for the contribution rates is actual contributions made, and not the actuarially determined contribution. The employees and the employer had the following contribution rates, shown as a percentage of the annual payroll:

Miscellaneous		
Contribution Type	Classic	PEPRA
Employee (Charged)	7.00%	6.75%
Employee (Effective)	6.93%	6.75%
Employer	8.63%	7.47%
Safety		
Employee (Charged)	7.00%	10.00%
Employee (Effective)	6.97%	10.00%
Employer	14.74%	10.80%

The charged employee contribution rate is the percentage that **Plan** charges the employees after the first \$400 in earnings for Classic plans. The Classic plan charges the first \$400 in earnings at two-thirds of the charged rate. The effective employee contribution rate takes this into consideration. Employer contribution rates may change if the **Plan** amends its contracts. It is the responsibility of the employer to make necessary accounting adjustments to reflect the impact due to any employer-paid member contributions, or situations where members pay a portion of the employer contribution.

Actuarial Methods and Assumptions Used to Determine Plan Contributions

CalPERS derived the actuarial methods and assumptions used to set the actuarially determined contributions for Fiscal Year 2022–2023 from the June 30, 2022, funding valuation report.

Actuarial Cost Method	Entry-Age Normal
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table ¹	Derived using CalPERS' Membership Data for all Funds
Post-retirement benefit increase	Contract COLA up to 2.30% until Purchasing Power Protection Allowance Floor on Purchasing Power applies

¹ The mortality table was developed based on CalPERS-specific data. The rates incorporate Generational Mortality to capture ongoing mortality improvement using 80% of Scale MP 2020 published by the Society of Actuaries. For more details, please refer to the 2021 experience study report that can be found on the CalPERS website.

All other actuarial assumptions used in the June 30, 2023, valuation use the results of 2021 CalPERS Experience Study and Review of Actuarial Assumptions, including updates to salary increases, mortality, and retirement rates, as a basis. Employers should refer to CalPERS' Annual Comprehensive Financial Report for the fiscal year ended June 30, 2023, to obtain the required supplementary information for proper financial reporting.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 9. PENSION PLAN (continued)

Amortization of Deferred Outflows and Deferred Inflows of Resources

Description of the Amortization Methodology

Under GASB 68, agencies recognize actuarial gains and losses related to changes in total pension liability and fiduciary net position in the pension expense systematically over time.

Agencies recognize the first amortized amount of a gain or loss in the pension expense for the year the gain or loss occurs. Agencies categorize the remaining amounts as deferred outflows and deferred inflows of resources related to pensions that are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

Difference between projected and actual earnings	Five-year straight-line amortization
All other amounts	Straight-line amortization over the expected average remaining service lifetime (EARSL) of all members provided with pensions (active, inactive and retired), as of the beginning of the measurement period.

The report amortizes the Net Difference between the Projected and Actual Investment Earnings on Pension Plan Investments over a five-year period on a straight-line basis. The report recognizes one-fifth of the total in the Pension Expense during the measurement period and amortizes the remaining Net Difference between Projected and Actual Investment Earnings on Pension Plan Investments at the measurement date over the remaining four-year period. The Net Difference between Projected and Actual Investment Earnings on Pension Plan Investments in the Schedule of Collective Pension Amounts represents the unamortized balance relating to the current measurement period and the prior measurement period on a net basis.

The employer should amortize deferred outflows and deferred inflows of resources relating to Differences between Expected and Actual Experience, Changes of Assumptions, and employer-specific amounts over the EARSL of members provided with pensions through the Plan. The EARSL for PERF C for the June 30, 2023, measurement date is 3.8 years.

CalPERS derived the EARSL by dividing the total service years of 600,538 (the sum of remaining service lifetimes of all active employees) by 160,073 (the total number of participants: active, inactive, and retired) in PERF C. Inactive employees and retirees have remaining service lifetimes equal to zero. The basis of total future service is the members' probability of decrementing due to an event other than receiving a cash refund.

The Schedule of Collective Pension Amounts does not reflect employer-specific amounts such as changes in the employer proportion, differences between actual employer contributions and employers' proportionate shares of contributions, and employer contributions to PERF C subsequent to the measurement date, as defined in GASB 68 paragraphs 54, 55, and 57. Appropriate treatment of such amounts is the responsibility of the employers.

CalPERS' website provides CalPERS' Comprehensive Annual Financial Report for the fiscal year ended June 30, 2023, and the CalPERS' GASB 68 Accounting Valuation Reports for the public agency **Miscellaneous** and **Safety Risk Pools**, which together provide additional financial and actuarial information required for GASB 68 disclosures.

Allocation of Net Pension Liability and Pension Expense to Individual Plans

A key aspect of GASB 68 pertaining to cost-sharing employers is the establishment of an approach to allocate the net pension liability and pension expense to the individual employers within the risk pool. Paragraph 49 of GASB 68 indicates that for pools with contribution rates within the pool based on separate relationships, the proportional allocation should reflect those relationships. The allocation method utilized by CalPERS determines the employer's share by reflecting these relationships through the plans they sponsor within the risk pool.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 9. PENSION PLAN (continued)

The valuation uses plan liability and asset-related information where available, and proportional allocations of individual plan amounts as of the valuation date where not available.

1. In determining a cost-sharing plan's proportionate share, CalPERS' staff calculated the total amounts of liabilities and assets for the risk pool on the valuation date (June 30, 2021). The risk pool's fiduciary net position (FNP) subtracted from its total pension liability (TPL) determines the net pension liability (NPL) at the valuation date.
2. Using standard actuarial roll-forward methods, the staff then calculated the risk-pool TPL at the measurement date (June 30, 2023). The staff then subtracted the risk-pool FNP at the measurement date from this number to determine the NPL for the risk pool at the measurement date.
3. We calculated the individual plan's TPL, FNP, and NPL at the valuation date. We calculated this and the subsequent steps each risk pool separately.
4. We calculated two ratios by dividing the plan's individual TPL and FNP as of the valuation date from (3) by the amounts in step (1), the risk pool's total TPL and FNP, respectively.
5. The plan's TPL as of the Measurement Date is equal to the risk-pool TPL generated in (2), multiplied by the TPL ratio generated in (4).
6. The plan's FNP as of the Measurement Date is equal to the FNP generated in (2) multiplied by the FNP ratio generated in (4), plus any additional side fund (or unfunded liability) contributions made by the employer on behalf of the plan during the measurement period.
7. The plan's NPL at the Measurement Date is the difference between the TPL and FNP calculated in (5).
8. We combined the results from each risk pool for the results in this report.

Please refer to the CalPERS "Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan Schedules of Employer Allocations and Collective Pension Amounts" report for the **Miscellaneous** and **Safety Risk Pools**, available from the CalPERS' website under the GASB 68 section.

Each plan's proportion of aggregate employer contributions is equal to the plan's proportion of FNP calculated in (4). Each plan's proportionate share of risk-pool pension expense is the sum of the related proportionate shares of the components of the aggregate pension expense.

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the year ended June 30, 2024, the contributions recognized as part of pension expense for each Plan were as follows:

Miscellaneous	Safety
\$ 242,872	\$ 232,449

As of June 30, 2024, the City reported net pension liabilities for its proportionate shares of the net pension liability of each Plan as follows:

Proportionate Share of Net Pension Liability		
Miscellaneous	\$	2,164,206
Safety		1,909,083
Total Net Pension Liability	\$	4,073,289

The City's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each Plan is measured as of June 30, 2023, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022, rolled forward to June 30, 2023, using standard update procedures.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 9. PENSION PLAN (continued)

The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension Plan relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for each Plan as of the June 30, 2022, and 2023, measurement dates were as follows:

	Miscellaneous	Safety	Total
Proportion - June 30, 2022	0.04257%	0.02551%	0.03242%
Proportion - June 30, 2023	0.04328%	0.02554%	0.03265%
Change - Increase/(Decrease)	0.00071%	0.00003%	0.00023%

For the year ended June 30, 2024, the City recognized pension expense of \$791,920.

At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Measurement Year Ended June 30, 2023	Deferred Outflows of Resources	Deferred Inflows of Resources
Change in assumptions	\$ 242,080	\$ -
Differences between actual and expected experience	250,721	29,150
Difference between projected and actual earnings on pension plan investments	611,662	-
Differences between the employer's proportionate share of contributions	4,502	194,161
Change in employer's proportion	199,847	-
Pension contributions subsequent to measurement date	483,566	-
Total	\$ 1,792,378	\$ 223,311

The \$483,566 reported as deferred outflows of resources related to contributions made subsequent to the measurement date will be recognized as a reduction of the net pension liability in the measurement year ended June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Measurement Period ending June 30:	
2024	\$ 350,210
2025	241,596
2026	476,347
2027	17,348
2028	-
Remaining	-

Discount Rate

The discount rate used to measure the total pension liability for PERF C was 6.9%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, as actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 9. PENSION PLAN (continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

Plan's Net Pension Liability	Discount Rate -1% 5.90%	Current Discount Rate 6.90%	Discount Rate +1% 7.90%
Miscellaneous	\$3,335,096	\$2,164,206	\$1,200,463
Safety	2,950,143	1,909,083	1,057,942
Total	\$6,285,239	\$4,073,289	\$2,258,405

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS' financial report (CAFR), available at the CalPERS' website.

Long-term Expected Rate of Return

In determining the long-term expected rate of return, CalPERS considered both short-term and long-term market return expectations, as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated and combined with risk estimates, are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return.

The expected real rates of return by asset class are as follows:

Asset Class	Assumed Asset Allocation	Real Return Years 1 - 10^{1,2}
Global equity - cap-weighted	30.0 %	4.54 %
Global equity non-cap-weighted	12.0	3.84
Private Equity	13.0	7.28
Treasury	5.0	0.27
Mortgage-backed Securities	5.0	0.50
Investment Grade Corporates	10.0	1.56
High Yield	5.0	2.27
Emerging Market Debt	5.0	2.48
Private Debt	5.0	3.57
Real assets	15.0	3.21
Leverage	(5.0)	(0.59)

¹ An expected inflation of 2.30% used for this period.

² Figures are based on the 2021-22 Asset Liability Management study.

Payable to the Pension Plan

The City had \$10,759 of current amounts payable to the pension plan at June 30, 2024, due to a late June payroll.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 10. OTHER POST-EMPLOYMENT BENEFITS (OPEB)

Plan Description

The City sponsors a single employer defined-benefit post-employment healthcare plan (the Plan) that provides medical and prescription drug coverage at retirement. Employees may continue health coverage with the City at retirement for themselves, their spouses, and dependents for life once they meet certain eligibility requirements and as long as required contributions are made.

Changes Since the Prior Valuation

The valuation was a full valuation, and the following were updated: census data, premiums, healthcare trends, decrement timing, retiree and spousal participation rates, the discount rate from 3.69% to 3.86%, and benefit payments. There was no plan provision change since the last full valuation. For a complete description of substantive plan provisions, refer to the City of Weed GASB 75 Disclosures for fiscal year ending June 30, 2022, report.

Benefits Provided

On retirement from CalPERS, employees with a membership date before 1/1/2013 that have reached age 50 with 5 years of City service can retire and elect any CalPERS medical plan. Employees with a membership date on or after 1/1/2013 that have reached age 52 with 5 years of City service can retire and elect any CalPERS medical plan. The City pays the PEMHCA Unequal Minimum amount towards the cost of coverage. In 2023, the City will pay \$128.35 per month for retired safety officers and \$75.50 per month for other retirees. These amounts will increase over time to the PEMHCA Minimum for employees. The PEMHCA minimum amount for employees is \$151 per month for 2023, and \$157 per month for 2024. PEMHCA amounts are adjusted on an annual basis.

Employees covered by benefit terms

At June 30, 2023 (the census date), the benefit terms covered the following employees:

Plan Demographics	
Active employees	32
Inactive employees or beneficiaries currently receiving benefits	4
Inactive employees entitled to but not yet receiving benefits	0
Total Membership	36

Contributions

The City pays benefits as they come due.

Contribution Rate:	Benefits due
Reporting period contributions:	\$ 14,212

(Includes implicit subsidy payment)

Financial Report

The City issues a stand-alone financial report that is available to the public. The report is available at: <https://www.ci.weed.ca.us/finance>

Net OPEB Liability

The City's total OPEB Liability was valued as of June 30, 2023, and was used to calculate the net OPEB Liability measured as of June 30, 2023.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 10. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

Actuarial Assumptions

The total OPEB Liability in the June 30, 2023, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Measurement Date:	<u>June 30, 2022</u>	<u>June 30, 2023</u>
Discount Rate	3.69%	3.86%
Inflation	2.30%	2.30%
Health Care Trend Rates:		
Pre-Medicare	5.75%	7.40% *
Medicare	3.50%	4.20% *
Salary Increases	2.80%	2.80% **
Mortality Rates	Based on CalPERS Tables	

* Trending down to 4.14% over 52 years. Applies to calendar years.

** Additional merit-based increases based on CalPERS merit salary increase tables.

- Projections of the sharing of benefit-related costs are based on an established pattern of practice.
- Experience studies come from the CalPERS Pension Assumption Model, effective November 17, 2021.
- Inactive employees (retirees) pay the cost of benefits in excess of the City's contribution.
- There were no ad hoc postemployment benefit changes (including ad hoc COLAs) to the plan.
- There were no changes between the measurement date and the report date that are expected to have a significant effect on the net OPEB liability.

Discount Rate

The discount rate used to measure the total OPEB liability is 3.86%. The City's OPEB Plan is an unfunded plan, therefore the discount rate was set to the rate of tax-exempt, high-quality 20-year municipal bonds, as of the valuation date.

Changes in Total OPEB Liability

Changes in benefit terms	-
Differences between expected and actual experience	(210,151)
Changes of assumptions or other inputs	(219,206)
Benefit payments	(3,196)
Implicit rate subsidy estimated	(11,016)
Administrative expenses	-
Net changes	(329,778)
Balance as of report date June 30, 2024	\$ 592,525

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 10. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

OPEB Expense

The table below shows the comparison of the OPEB Expense recognized by the City for the current and prior fiscal years.

Fiscal Years	2023/24	2022/23
SEDR as of beginning of year	3.69%	1.92%
SEDR as of end of year	3.86%	3.69%
Service cost	\$ 77,172	\$ 108,961
Interest on TOL and Service Cost	36,619	22,941
Changes in benefit terms	-	-
Recognized differences between expected and actual experience	(32,888)	(14,124)
Recognized changes of assumptions or other inputs	(33,746)	(14,174)
OPEB Expense	\$ 47,157	\$ 103,604

Sensitivity of the Liability to Changes in the Discount Rate and Healthcare Cost Trend Rate

Sensitivity of the total OPEB liability to changes in the discount rate. The total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (2.86%) or one percentage point higher (4.86%) follows:

	1% Decrease	Trend Rate	1% Increase
	6.40%	7.40%	8.40%
Total OPEB Liability (Asset)	\$ 562,573	\$ 592,525	\$ 627,903
Increase (Decrease)	(29,952)		35,378
% Change	-5.1%		6.0%

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates. The healthcare trend for this valuation started at 7.40% and decreased to 4.14% over 52 years. The total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower (6.40%) or one percentage point higher (8.40%) than current healthcare cost trend rates follows:

	1% Decrease	Trend Rate	1% Increase
	6.40%	7.40%	8.40%
Total OPEB Liability (Asset)	\$ 562,573	\$ 592,525	\$ 627,903
Increase (Decrease)	(29,952)		35,378
% Change	-5.1%		6.0%

Deferred Inflows and Outflows of Resources Related to OPEB

The City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between actual and expected experience	\$ 143,803	\$ 353,040
Changes of assumptions	83,478	401,178
Employer contributions subsequent to the measurement date	13,841	-
Total	\$ 241,122	\$ 754,218

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 10. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Measurement Period Ending June 30:	Amount
2024	\$ 66,634
2025	66,634
2026	66,410
2027	66,362
2028	53,741
Remaining	207,156

Expected Average Remaining Service Lives (EARSL)

The effects on the total OPEB liability of (1) changes of economic and demographic assumptions or of other inputs and (2) differences between expected and actual experience are required to be included in the OPEB expense in a systematic and rational manner over a closed period equal to the average of the expected remaining service lives of all employees that are provided with benefits through the OPEB plan (active employees and inactive employees), beginning in the current period. The expected average remaining service lives (EARSL) for the current period follows. Note, however, that for calculation purposes, we use 1 when calculating amortizations if the EARSL is less than 1 year.

EARSL: 11.2 years

NOTE 11. FUND BALANCE

As discussed in Note 1, restricted funds are used first as appropriate. Assigned Funds are reduced to the extent that expenditure authority has been budgeted by Council, or the Assignment has been changed by the Mayor. Decreases to fund balance first reduce Unassigned Fund Balance; in the event that Unassigned Fund Balance becomes zero, then Assigned and Committed Fund Balances are used in that order.

General Fund

The General Fund has Non-spendable Fund Balance of \$346,501, consisting of noncurrent receivables (\$283,620) and prepaid expenses (\$62,881), Restricted Fund Balance of \$12,372 restricted for fund purposes of public safety, streets and roads and parks maintenance, and an Unassigned Fund Balance of \$2,992,202 at June 30, 2024.

Other Major Funds

The Community Development Project Income Fund has Non-spendable Fund Balance of \$747,481 consisting of noncurrent receivables and an Unassigned Fund Balance of \$360,059 at June 30, 2024.

The Boles Fire Fund has a Restricted Fund Balance of \$259,882 restricted for on-going mitigation efforts at June 30, 2024.

Other Funds

Other governmental (non-major) funds have Restricted Fund Balance of \$1,025,770 restricted for fund purposes for streets and roads improvements (\$712,019) and public safety (\$313,751), and an Assigned Fund Balance of \$95,300 for special projects at June 30, 2024.

NOTE 12. CONTINGENCIES and COMMITMENTS

The City participates in several Federal and State assisted grant programs that are subject to audit by the grantors. Although the ultimate outcome of such audits cannot be determined at this time, the City believes that such audits will not have a material adverse effect on the City.

The City is also a party to several legal actions. Should the outcome be unfavorable to the City, it does not expect the financial effects will be material to the financial position of the City.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 13. PRIOR PERIOD ADJUSTMENT

The City's General Fund, as well as the Governmental Activities, and the Water Fund, had prior period adjustments related to the following:

IMPACT ON:	
FUND BALANCE	General Fund
Fund Balance - July 1, 2023 - as previously reported	\$ 3,542,331
Prior Period Adjustments:	
1. Correct pension expense	(7,100)
Net Impact on Fund Balance: (Decrease)	(7,100)
Fund Balance - July 1, 2023 - as Restated	\$ 3,535,231
GOVERNMENTAL ACTIVITIES	
Net Position - July 1, 2023 - as previously reported	\$ 25,120,832
Prior Period Adjustments	
1. Correct pension expense	(7,100)
Net Impact on the Net Position: (Decrease)	(7,100)
Net Position - July 1, 2023 - as Restated	\$ 25,113,732
BUSINESS-TYPE ACTIVITIES	
	Water Fund
Net Position - July 1, 2023 - as previously reported	\$ 9,500,568
Prior Period Adjustments:	
1. Correct grant receivables	(10,630)
Net Impact on the Net Position: (Decrease)	(10,630)
Net Position - July 1, 2023 - as Restated	\$ 9,489,938

NOTE 14. SUBSEQUENT EVENTS

As of September 23, 2025, the date in which the financial statements were available to be issued and the issuance date of September 24th, the City's City Council and management have reviewed the financial statements and they are not aware of any events that have occurred subsequent to the balance sheet date and through the date of the independent auditor's report that would require adjustments to or disclosure in the financial statements.

NOTE 15. DEFERRED COMPENSATION PLAN

The City offers its employees a deferred compensation plan (the "Plan") created in accordance with IRS Code Section 457. Amounts deferred by employees and the related income are held in trust by the plan provider for the exclusive benefit of the participants and their beneficiaries. The amounts are not owned by the City, nor are they available to the City's creditors. The Plan is funded solely by the employees' voluntary contributions to the Plan up to the limits prescribed by the IRS. The City does not match employee contributions; therefore, no expense is reported with respect to this plan.

Under the provisions of GASB Statement No. 84, Fiduciary Activities, which has superseded GASB Statement No. 32, Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans, the City is not required to report the value of the plan assets since the assets are held in trust for the exclusive benefit of the participants and their beneficiaries. Consequently, the values of the plan assets and any related liability to plan participants have been excluded from the City's financial statements.

NOTE 16. AGREEMENTS

The City has an agreement with the Weed Recreation and Parks District to provide services to the City for various pools and parks within City limits that are owned by the City. The District receives public utilities provided by the City at no charge to the District as payment for these services.

City of Weed, California
Notes to the Basic Financial Statements
June 30, 2024

NOTE 17. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budgetary information – the annual budget is adopted on a basis consistent with generally accepted accounting principles for all major Governmental funds of the City and significant non-major Governmental funds. The budget is adjusted throughout the year as necessary.

Excess of expenditures over appropriations – for the year ended June 30, 2024, there were no governmental funds with expenditures exceeding appropriations.

**REQUIRED SUPPLEMENTARY INFORMATION
(UNAUDITED)**

CITY OF WEED
Budgetary Comparison Schedule
General Fund
For The Year Ended June 30, 2024

	Original Budget	Final Budget	Actual Amounts	Favorable (Unfavorable) Variance With Final Budget
REVENUES				
Property taxes	\$ 467,000	\$ 515,591	\$ 515,588	\$ (3)
Sales and use taxes	1,778,000	1,718,193	1,781,542	63,349
Transient occupancy taxes	436,500	352,564	352,563	(1)
Franchise and other taxes	477,200	589,139	589,930	791
Licenses and permits	24,100	40,115	40,113	(2)
Fines, forfeitures and penalties	8,100	9,716	128,907	119,191
Intergovernmental revenues	3,782,250	503,692	587,301	83,609
Charges for services	89,660	464,648	523,864	59,216
Use of money and property	9,800	327,051	290,735	(36,316)
Other	10,600	189,634	468,043	278,409
Total Revenues	7,083,210	4,710,343	5,278,586	568,243
EXPENDITURES				
Current:				
General government	1,080,967	1,823,077	964,341	858,736
Police protection	1,785,890	1,737,689	1,803,972	(66,283)
Fire protection	656,545	797,957	820,660	(22,703)
Public works	511,768	631,595	469,557	162,038
Community and economic development	105,400	145,734	125,289	20,445
Library	102,320	93,312	94,106	(794)
Bad debt (recovery)	-	-	(1,000)	1,000
Other	-	264,876	2,896	261,980
Capital outlay	361,760	664,596	1,173,876	(509,280)
Debt service:				
Principal	96,390	90,109	120,564	(30,455)
Interest	8,162	13,153	20,280	(7,127)
Total Expenditures	4,709,202	6,262,098	5,594,541	667,557
Excess of Revenues over Expenditures	2,374,008	(1,551,755)	(315,955)	1,235,800
OTHER FINANCING SOURCES (USES)				
Insurance loss proceeds	-	31,698	49,047	17,349
Proceeds from debt financing	-	-	82,752	82,752
Operating transfers in (out)	937,680	(327,430)	-	327,430
Total Other Financing Sources (Uses)	937,680	(295,732)	131,799	427,531
Change in Fund Balance	3,311,688	(1,847,487)	(184,156)	1,663,331

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Budgetary Comparison Schedule
Community Development Block Grant Fund
For The Year Ended June 30, 2024

	Original Budget	Final Budget	Actual Amounts	Favorable (Unfavorable) Variance With Final Budget
REVENUES				
Use of money and property	\$ 27,000	\$ 106,468	\$ 14,157	\$ (92,311)
Total Revenues	27,000	106,468	14,157	(92,311)
EXPENDITURES				
Current:				
Community and economic development	1,500	-	-	-
Bad debt (recovery)	-	-	(8,000)	8,000
Total Expenditures	1,500	-	(8,000)	8,000
Change in Fund Balance	25,500	106,468	22,157	(100,311)

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Budgetary Comparison Schedule
Boles Fire Fund
For The Year Ended June 30, 2024

	Original Budget	Final Budget	Actual Amounts	Favorable (Unfavorable) Variance With Final Budget
REVENUES				
Intergovernmental revenues	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-
Total Revenues	-	-	-	-
EXPENDITURES				
Current:				
Community and economic development	-	-	-	-
Total Expenditures	-	-	-	-
Change in Fund Balance	-	-	-	-

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Cost Sharing Multiple-Employer Defined Benefit Pension Plan
June 30, 2024
Last 10 Years

Schedule of the Plan's Proportionate Share of the Net Pension Liability
Combined Plans

Measurement Year Ending June 30:	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Plan's proportion of the net pension liability (asset)	0.03064%	0.02368%	0.02617%	0.02643%	0.02690%	0.02760%	0.02847%	0.02876%	0.03242%	0.03265%
Plan's proportionate share of the net pension liability (asset)	\$ 1,906,547	\$ 1,625,051	\$ 2,264,195	\$ 2,621,422	\$ 2,591,917	\$ 2,827,799	\$ 3,097,230	\$ 1,555,220	\$ 3,744,748	\$ 4,073,289
Plan's covered payroll	\$ 1,255,475	\$ 1,261,505	\$ 1,409,735	\$ 1,449,234	\$ 1,597,742	\$ 1,745,940	\$ 1,841,254	\$ 1,582,625	\$ 1,695,568	\$ 2,034,961
Plan's proportionate share of the net pension liability (asset) as a percentage of covered payroll	151.86%	128.82%	160.61%	180.88%	162.22%	161.96%	168.21%	98.27%	220.86%	200.17%
Plan's proportionate share of the fiduciary net pension liability as a percentage of the plan's total pension liability	18.83%	15.73%	21.32%	22.96%	22.70%	22.76%	23.18%	89.17%	75.91%	74.93%
Plan's proportionate share of aggregate employer contributions	\$ 226,977	\$ 298,948	\$ 301,035	\$ 319,540	\$ 352,985	\$ 408,108	\$ 490,481	\$ 585,935	\$ 694,205	\$ 496,277

The plan's proportionate share of aggregate contributions may not match the actual contributions made by the employer during the measurement period. The plan's proportionate share of aggregate contributions uses the plan's proportion of fiduciary net position multiplied by the total employer contribution amount as its basis, as well as any additional side fund (or unfunded liability) contributions made by the employer during the measurement period. GASB 68 does not require that we display this data for employers participating in cost-sharing plans, but we show it here because we use it in the calculation of the Plan's pension expense.

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Cost Sharing Multiple-Employer Defined Benefit Pension Plan
June 30, 2024
Last 10 Years

Schedule of the Plan's Contributions
Combined Plans

Measurement Year Ending June 30:	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Actuarially determined contribution	\$ 155,089	\$ 152,981	\$ 203,195	\$ 233,055	\$ 273,500	\$ 332,877	\$ 341,897	\$ 362,578	\$ 406,994	\$ 475,291
Contributions in relation to the actuarially determined contributions	155,089	152,981	203,195	233,055	273,500	332,877	341,897	362,578	406,994	475,321
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (30)
Plan's covered payroll	\$ 1,255,475	\$ 1,261,505	\$ 1,409,735	\$ 1,449,234	\$ 1,597,742	\$ 1,745,940	\$ 1,841,254	\$ 1,582,625	\$ 1,695,568	\$ 2,034,961
Contributions as a percentage of covered payroll	12.35%	12.13%	14.41%	16.08%	17.12%	19.07%	18.57%	22.91%	24.00%	23.36%

GASB 68 assumes that employers contribute an amount equal to the actuarially determined contribution. However, some employers may choose to make additional contributions towards their side fund or their unfunded liability. Employer contributions for such plans exceed the actuarially determined contribution. CalPERS determined that employer obligations referred to as "side funds" do not conform to the circumstances described in the paragraph 120 of GASB 68, therefore CalPERS does not consider them separately financed specific liabilities.

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Single-Employer Defined Benefit Post-employment Healthcare Plan
June 30, 2024
Last 10 Years ¹

Schedule of Changes in Total and Net OPEB Liability

	Measurement Date: Report Date:	June 30, 2017 June 30, 2018	June 30, 2018 June 30, 2019	June 30, 2019 June 30, 2020	June 30, 2020 June 30, 2021	June 30, 2021 June 30, 2022	June 30, 2022 June 30, 2023	June 30, 2023 June 30, 2024
Total OPEB Liability (TOL)								
Service cost	\$	57,453	\$ 59,105	\$ 60,006	\$ 69,259	\$ 81,722	\$ 108,961	\$ 77,172
Interest on TOL and Service Cost		26,690	29,005	31,788	22,496	20,105	22,941	36,619
Changes in benefit terms		-	-	-	-	-	-	-
Differences between expected and actual experience		-	(1,356)	(304,506)	(441)	205,435	(21,606)	(210,151)
Changes of assumptions or other inputs		-	(868)	64,767	14,610	63,348	(258,830)	(219,206)
Benefit payments, including implicit subsidy payment		(20,464)	(21,131)	(25,620)	(15,824)	(17,276)	(29,978)	(14,212)
Net Change in Total OPEB Liability		63,679	64,755	(173,565)	90,100	353,334	(178,512)	(329,778)
Total OPEB Liability - Beginning of Year		702,512	766,191	830,946	657,381	747,481	1,100,815	922,303
Total OPEB Liability - End of Year	\$	766,191	\$ 830,946	\$ 657,381	\$ 747,481	\$ 1,100,815	\$ 922,303	\$ 592,525
Plan Fiduciary Net Position (FNP)								
Contributions - employer	\$	20,464	\$ 21,131	\$ 25,620	\$ 15,824	\$ 17,276	\$ 29,978	\$ 14,212
Contributions - employees		-	-	-	-	-	-	-
Benefit payments		(20,464)	(21,131)	(25,620)	(15,824)	(17,276)	(29,978)	(14,212)
Net investment income		-	-	-	-	-	-	-
Trust administrative expenses		-	-	-	-	-	-	-
Net Change in Plan Fiduciary Net Position		-	-	-	-	-	-	-
Fiduciary Net Position - Beginning of Year		-	-	-	-	-	-	-
Fiduciary Net Position - End of Year	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net OPEB Liability - End of Year	\$	766,191	\$ 830,946	\$ 657,381	\$ 747,481	\$ 1,100,815	\$ 922,303	\$ 592,525
Fiduciary Net Position as a % of Total OPEB Liability		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Covered payroll - measurement period	\$	1,402,379	\$ 1,440,944	\$ 1,491,098	\$ 1,532,103	\$ 1,504,276	\$ 1,621,992	\$ 1,991,860
Net OPEB Liability as a % of covered payroll		54.64%	57.67%	44.09%	48.79%	73.18%	56.86%	29.75%

Notes to schedule:

The City adopted GASB 75 for the fiscal Year Ending June 30, 2018.

¹ Historical information is required only for measurement periods for which GASB 75 is applicable.

The accompanying notes are an integral part of these financial statements.

CITY OF WEED
Single-Employer Defined Benefit Post-employment Healthcare Plan
June 30, 2024
Last 10 Years ¹

Schedule of the Plan's Contributions

Measurement Year Ending June 30:	2017	2018	2019	2020	2021	2022	2023
Employer's contractual contributions	\$ 20,464	\$ 21,131	\$ 25,620	\$ 15,824	\$ 17,276	\$ 29,978	\$ 14,212
Contributions in relation to the employer's contractual contributions	20,464	21,131	25,620	15,824	17,276	29,978	14,212
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plan's covered payroll	\$ 1,402,379	\$ 1,440,944	\$ 1,491,098	\$ 1,532,103	\$ 1,504,276	\$ 1,621,992	\$ 1,991,860
Contributions as a percentage of covered payroll	1.46%	1.47%	1.72%	1.03%	1.15%	1.85%	0.71%

Notes to schedule:

The City adopted GASB 75 for the fiscal Year Ending June 30, 2018.

¹ Historical information is required only for measurement periods for which GASB 75 is applicable.

SUPPLEMENTARY INFORMATION

CITY OF WEED
Combining Balance Sheet
Non-Major Governmental Funds
June 30, 2024

	Special Revenue Funds									
	Traffic Congestion Relief Fund	RMRA Fund	Local Transportation Fund	Gas Tax Fund	Community Development Fund	WPD Forfeiture Seizure Fund	Traffic Study Fund	STIP Fund		Total
ASSETS										
Cash and investments	\$ 6,681	\$ 54,595	\$ 276,553	\$ 298,661	\$ 86,858	\$ 432,943	\$ 29,278	\$ 9,945		\$ 1,195,514
Receivables (net of allowance for doubtful accounts):										
Intergovernmental	-	13,052	15,941	7,515	23,376	-	-	-		59,884
Other	-	-	-	-	-	-	-	-		-
Due from other funds	-	-	-	-	-	-	-	-		-
Total Assets	\$ 6,681	\$ 67,647	\$ 292,494	\$ 306,176	\$ 110,234	\$ 432,943	\$ 29,278	\$ 9,945		\$ 1,255,398
LIABILITIES AND FUND BALANCES										
Liabilities:										
Accounts payable	\$ -	\$ -	\$ -	\$ 202	\$ 14,934	\$ -	\$ -	\$ -		\$ 15,136
Accrued liabilities	-	-	-	-	-	-	-	-		-
Due to other funds	-	-	-	-	-	119,192	-	-		119,192
Total Liabilities	-	-	-	202	14,934	119,192	-	-		134,328
Fund balances:										
Restricted for:										
Streets and roads	6,681	67,647	292,494	305,974	-	-	29,278	9,945		712,019
Public safety	-	-	-	-	-	313,751	-	-		313,751
Assigned for:										
Special projects	-	-	-	-	95,300	-	-	-		95,300
Total Fund Balance	6,681	67,647	292,494	305,974	95,300	313,751	29,278	9,945		1,121,070
Total Liabilities and Fund Balance	\$ 6,681	\$ 67,647	\$ 292,494	\$ 306,176	\$ 110,234	\$ 432,943	\$ 29,278	\$ 9,945		\$ 1,255,398

The accompanying notes are an integral
part of these financial statements.

CITY OF WEED
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
Non-Major Governmental Funds
For The Year Ended June 30, 2024

	Special Revenue Funds								Total
	Traffic Congestion Relief Fund	RMRA Fund	Local Transportation Fund	Gas Tax Fund	Community Development Fund	WPD Forfeiture Seizure Fund	Traffic Study Fund	STIP Fund	
REVENUES									
Intergovernmental revenues	\$ -	\$ 74,889	\$ 120,554	\$ 162,330	\$ -	\$ -	\$ -	\$ -	\$ 357,773
Fines, forfeitures and penalties	-	-	-	-	-	162,412	-	-	162,412
Transient occupancy taxes	-	-	-	-	88,177	-	-	-	88,177
Use of money and property	-	-	-	-	-	7,889	-	-	7,889
Total Revenues	-	74,889	120,554	162,330	88,177	170,301	-	-	616,251
EXPENDITURES									
Current:									
Police protection	-	-	-	-	-	119,192	-	-	119,192
Public works - streets & roads	-	-	-	59,324	-	-	-	-	59,324
Community and economic development	-	-	-	-	81,684	-	-	-	81,684
Public transportation	-	-	69,206	-	-	-	-	-	69,206
Capital outlay	-	103,141	-	1,955	5,180	-	-	-	110,276
Total Expenditures	-	103,141	69,206	61,279	86,864	119,192	-	-	439,682
Excess of revenues over (under) expenditures	-	(28,252)	51,348	101,051	1,313	51,109	-	-	176,569
Change in Fund Balances	-	(28,252)	51,348	101,051	1,313	51,109	-	-	176,569
FUND BALANCE									
Beginning of Year	6,681	95,899	241,146	204,923	93,987	262,642	29,278	9,945	944,501
End of Year	\$ 6,681	\$ 67,647	\$ 292,494	\$ 305,974	\$ 95,300	\$ 313,751	\$ 29,278	\$ 9,945	\$ 1,121,070

The accompanying notes are an integral part of these financial statements.

SINGLE AUDIT SCHEDULES AND REPORTS

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the City Council and Audit Committee
City of Weed, California

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Weed, California as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Weed, California's basic financial statements, and have issued my report thereon dated September 23, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing my audit of the financial statements, I considered the City of Weed, California's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Weed, California's internal control. Accordingly, I do not express an opinion on the effectiveness of the City of Weed, California's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. I identified certain deficiencies in internal control described in the accompanying schedule of findings and questioned costs as item **2024-001**, that I consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Weed, California's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

INDEPENDENT AUDITOR'S REPORT
(Continued)

City of Weed, California's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City of Weed, California's response to the findings identified in my audit is described in the accompanying schedule of findings and questioned costs. The City of Weed, California's response was not subjected to the auditing procedures applied in the audit of the financial statements and accordingly, I express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink, appearing to read "Charles W. Pilon, CPA". The signature is stylized and includes a large, loopy initial "C".

Charles W. Pilon, CPA
Anderson, California

September 23, 2025

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the City Council and Audit Committee
City of Weed, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

I have audited City of Weed, California's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of City of Weed, California's major federal programs for the year ended June 30, 2024. City of Weed, California's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In my opinion, City of Weed, California complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). My responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of my report.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to City of Weed, California's federal programs.

Auditor's Responsibilities for the Audit of Compliance

My objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on City of Weed, California's compliance based on my audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about City of Weed, California's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding City of Weed, California's compliance with the compliance requirements referred to above and performing such other procedures as I considered necessary in the circumstances.

INDEPENDENT AUDITOR'S REPORT

(Continued)

- Obtain an understanding of City of Weed, California's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of City of Weed, California's internal control over compliance. Accordingly, no such opinion is expressed.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that I identified during the audit.

Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

My consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during my audit I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

My audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of my testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Charles W. Pilon, CPA
Anderson, California

September 23, 2025

CITY OF WEED
Schedule of Expenditures of Federal Awards By Grant
For the Year Ended June 30, 2024

<i>Award Information</i>	<i>AL/other #</i>	<i>Pass-Through Entity Name</i>	<i>Pass-Through Entity #</i>	<i>Name of Grant</i>	<i>Passed-through to Subrecipients (\$)</i>	<i>Federal Expenditures (\$)</i>
<i>Other Programs (Treated individually for major program determination)</i>						
<i>United States Department of Agriculture</i>						
<i>State & Private Forestry Cooperative Fire Assistance</i>						
		California Department of Forestry and Fire Protection	7GF23304	Volunteer Fire Assistance Grant		9,893
State & Private Forestry Cooperative Fire Assistance	10.698				0	9,893
Total State & Private Forestry Cooperative Fire Assistance						
<i>Water and Waste Disposal Systems for Rural Communities</i>						
Water and Waste Disposal Systems for Rural Communities	10.760	Direct		Water System Resiliency Project		59,238
Water and Waste Disposal Systems for Rural Communities	10.760	Direct		Mill Fire Storm Drainage Infrastructure Replacem		20,507
Total Water and Waste Disposal Systems for Rural Communities					0	79,745
<i>Total United States Department of Agriculture</i>						
<i>Department of Housing and Urban Development</i>						
<i>Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii</i>						
Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii	14.228	California Dept of HCD	21-CDBG-HA-00014	Water/Sewer Infrastructure Improvements Project	33,665	2,053,622
Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii	14.228	California Dept of HCD	20-CDBG-12053	Storm Water Planning Main Street Bottleneck	0	8,286
Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii	14.228	California Dept of HCD	20-CDBG-12090	Micro Enterprise Assistance	12,488	32,488
Total Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii					46,153	2,094,396
<i>Total Department of Housing and Urban Development</i>						
<i>United States Environmental Protection Agency</i>						
<i>Drinking Water State Revolving Fund</i>						
Drinking Water State Revolving Fund	66.468	California Water Resources Control Board	D2102056	Bypass Water Supply Pipeline Project		783,166
Total Drinking Water State Revolving Fund					0	783,166
<i>Total United States Environmental Protection Agency</i>						
<i>Department of Homeland Security</i>						
Staffing for Adequate Fire and Emergency Response (SAFER)	97.083	Direct		SAFER Grant		88,660
Staffing for Adequate Fire and Emergency Response (SAFER)	97.083	California State Firefighters' Association	952127059	SAFER Grant		23,746

The accompanying notes are an integral part of this schedule

CITY OF WEED
Schedule of Expenditures of Federal Awards By Grant
For the Year Ended June 30, 2024

Award Information	AL/other #	Pass-Through Entity Name	Pass-Through Entity #	Name of Grant	Passed-through to Subrecipients (\$)	Federal Expenditures (\$)
Total Staffing for Adequate Fire and Emergency Response (SAFER)					0	112,406
Total Department of Homeland Security						112,406
Total Other Programs (Treated individually for major program determination)						3,079,606
Total Expenditures of Federal Awards					\$ 46,153	\$ 3,079,606

CITY OF WEED

Notes to the Schedule of Expenditures of Federal Awards For the Year Ended June 30, 2024

NOTE A—BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of the City of Weed (the City) under programs of the federal government for the fiscal year ended June 30, 2024. The information in this Schedule is presented in accordance with the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial net position or changes in net position of the City.

NOTE B—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1. Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, when applicable, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Also, when applicable, recognition is following the Uniform Guidance for federal awards granted after December 26, 2014.

2. Pass-through entity identifying numbers are presented where available.

NOTE C—SUBRECIPIENTS

Of the federal expenditures presented in the schedule, the City provided \$46,153 of the federal awards to subrecipients.

NOTE D—INDIRECT COST RATE

The City did not elect to use the 15% de Minimis indirect cost rate on the federal awards presented in this schedule.

NOTE E—FEDERAL ASSISTANCE

The City expended no federal non-cash assistance during the year, had no federal insurance in effect during the year, and had no outstanding federal loans or loan guarantees during the year.

**City of Weed, California
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2024**

SUMMARY OF AUDITORS' RESULTS

1. The Independent Auditor's Report expressed an unmodified opinion on whether the financial statements of the City of Weed, California were prepared in accordance with GAAP.
2. A material weakness was identified relating to the audit of the financial statements as reported in the *Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of the City of Weed were identified, which would be required to be reported in accordance with *Government Auditing Standards*.
4. No material weakness was identified in internal control over compliance for the major federal award program reported in the *Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance*.
5. The independent auditor's report on compliance over major federal award programs expressed an unmodified opinion on all major federal award programs.
6. There are no audit findings that are required to be reported in accordance with 2 CFR Section 200.516 (a) reported in this Schedule.
7. The programs tested as major programs were:
 - **Department of Housing and Urban Development, Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii, passed through the California Department of Housing and Community Development, ALN 14.228**
 - **U.S. Environmental Protection Agency, Drinking Water State Revolving Fund, passed through the California State Water Resources Control Board, ALN 66.468**
8. The threshold used for distinguishing between Type A and B programs was \$750,000.
9. The City of Weed, California did not qualify as a low-risk auditee.

Findings - Financial Statement Audit

2024-001 Material Weakness

Material Audit Adjustments and Lack of Effective Internal Control over Financial Close and Reporting

Condition: As part of my audit, I identified numerous material misstatements that the City agreed to post in order to agree the financial statements with the underlying support. These were required in order for the financial statements to be prepared in accordance and/or conformity with generally accepted accounting principles (GAAP).

Criteria: In accordance with *Statement on Auditing Standards No. 122c*, external auditors cannot be part of an entity's internal controls over the preparation of the financial statements and are prohibited from auditing their own work, which could impair independence. All adjustments necessary for the financial statements to be prepared in accordance and/or conformity with GAAP should be identified and posted by the City before the audit begins.

Cause: Due to the transition to a new Finance Director, as well as the time involved transitioning to a new accounting software, a number of material misstatements were not corrected prior to the audit.

Effect: Financial statements, which are not in conformity with GAAP and contained material misstatements, could have been prepared and distributed. Interim reporting to City Council and interested third parties could contain material misstatements leading to inaccurate decisions impacting the City. **There are no questioned costs associated with this finding.**

Context: This is a repeat finding from the prior year audits of the fiscal years ending June 30, 2018, through 2023, and is considered pervasive.

Recommendation: Due to the extensive learning curve when assuming the role of City Finance Director, I recommend that the City should continue to ensure that the Finance Director has ample time and resources to

**City of Weed, California
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2024**

adequately perform the year-end financial close and reporting process to ensure the City's financial statements are not materially misstated.

Views of Responsible Officials: The City agrees with the finding.

FINDINGS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

NONE

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS – FINANCIAL STATEMENT AUDIT

2023-001 Lack of Effective Internal Control over Financial Close and Reporting

Condition: I identified and posted numerous material audit adjustments as part of my audit in order to agree the financial statements with the underlying support. These were required in order for the financial statements to be prepared in accordance and/or conformity with generally accepted accounting principles (GAAP). In addition, there were material misstatements in the preparation of the schedule of expenditures of federal awards.

Status: Although good progress has been made, the recommendations have not been fully implemented.

2023-002 Material Weakness and Material Noncompliance

Grant Management and Reporting

Condition: The City does maintain an appropriate financial ("accounting") system that is compliant with GAAP, including maintaining grant project accounts for tracking costs, however, the City failed to adequately support and reconcile the requests for grant funds and semi-annual reporting of project costs-to-date with the accounting records. Requests for reimbursement and semi-annual reporting, as well as the copies of invoices being requested, are being reviewed by financial management, but there is no evidence that a reconciliation to the accounting system (i.e. general ledger) was performed at the time of the funds request being generated, which resulted in material misstatements in the requests and reporting. Lastly, the grant files continued to be very unorganized, which does not allow for easy review and reconciliation, and the City is in violation of its own internal Financial Policies.

Status: The recommendations have been fully implemented.



CITY OF WEED
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Weed, California 96094
(530) 938-5020
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City Responses and Corrective Action Plan

2024-001 Material Weakness

Material Audit Adjustments and Lack of Effective Internal Control over Financial Close and Reporting

View of Responsible Officials: The City agrees with the finding.

Corrective Action Plan: To have a more complete and accurate Financial Reporting process, the City of Weed has opted to move to a different accounting software system. As this transition is nearly complete, it is expected that more time will be available to devote to completing the adjustments to the General Ledger and completing the Financial Close in a timely manner.

Anticipated Completion Date: The anticipated completion date of the software transition is December of 2025, which will therefore allow the Jill Porterfield, Finance Director to devote more time to the maintenance of the General Ledger and thus complete the adjustments and year-end close of the books for Fiscal Year 24-25 prior to the Audit of the Financial Statements.



**Siskiyou County
PROCLAMATION**

18th ANNUAL "READ ACROSS SISKIYOU" 2025 EVENT

Sponsored By First 5 Siskiyou Children and Families Commission

WHEREAS, the ultimate goal of the First 5 Siskiyou Children and Families Commission is that all of Siskiyou's children from prenatal through 5 years of age will be healthy, ready to learn, and supported in safe, nurturing families and communities; and

WHEREAS, children in Siskiyou County from prenatal through 5 years of age have a successful start in life through daily reading with supportive and nurturing families, caregivers, educators and community leaders; and

WHEREAS, early literacy is the foundation for academic, social emotional, and economic success; and

WHEREAS, First 5 Siskiyou, in partnership with Siskiyou County Library, dedicates one day each year to promote early literacy by providing the same titled book to be read by guest readers to children in various preschools, kindergartens, child care settings, libraries and online events throughout Siskiyou County on the same day and provide each child with a copy of that book to take home.

THEREFORE, the City of Weed hereby proclaims November 12, 2025 as the 18th anniversary of "Read Across Siskiyou" and be it that this body enthusiastically endorses daily reading, singing and playing with children as a critical foundation for healthy development and life long success.

Signed: _____ Date: _____

Darrell Parham, Mayor, City of Weed





City of Weed

Agenda Item Summary

Meeting: City Council – 10/9/2025

Department:

Administration

Agenda Item Title:

Proclamation — “Great ShakeOut Earthquake Preparedness Day”

Staff Recommendation:

Present and commemorate the Mayoral Proclamation declaring October 16, 2025 as Great ShakeOut Earthquake Preparedness Day in the City of Weed; authorize the Mayor to sign; and direct staff to post and distribute the proclamation through City communications channels.

Summary:

The Great ShakeOut is an annual, worldwide earthquake drill on the third Thursday of October. This year’s drill occurs on Thursday, October 16, 2025 at 10:16 a.m. PT. The proclamation publicly recognizes the City’s participation, encourages community-wide involvement, and supports employee readiness activities (Drop–Cover–Hold, quick accountability checks, and brief hazard sweeps) across City facilities, field operations, and remote/teleworking staff.

Fiscal impact:

Minimal and absorbable within existing budgets (staff time for ceremony/communications; minor printing/signage).

Alternative Actions:

- Modify the proclamation text; or
- Receive and file without formal presentation.

Environmental Review:

Not subject to CEQA.

Attachments:

Attachment A: Mayoral Proclamation — “Great ShakeOut Earthquake Preparedness Day” (October 16, 2025)



MAYORAL PROCLAMATION

Proclaiming October 16, 2025, as “Great ShakeOut Earthquake Preparedness Day” and Recognizing the City’s Participation in the Great ShakeOut Drill

WHEREAS, the City of Weed recognizes that earthquakes pose a significant and ongoing risk to the health, safety, and welfare of residents, visitors, businesses, and public facilities in Siskiyou County and throughout Northern California; and

WHEREAS, preparedness actions taken before an earthquake—such as securing heavy objects, maintaining emergency supplies, and practicing appropriate protective actions—have been shown to reduce injuries, loss of life, and damage to property; and

WHEREAS, the Great ShakeOut is an annual, worldwide earthquake drill that promotes the life-safety action “Drop, Cover, and Hold On” and encourages whole-community preparedness at home, work, school, and in the field; and

WHEREAS, International ShakeOut Day is observed on the third Thursday of October, and this year falls on Thursday, October 16, 2025; and

WHEREAS, the City of Weed has registered to participate and will conduct a citywide drill on October 16, 2025, at 10:16 a.m. Pacific Time, engaging employees in offices, public counters, field operations, and essential services; and

WHEREAS, the City will also encourage households, neighborhood groups, businesses, faith communities, and nonprofit partners to participate in the drill and to take steps to improve individual and organizational readiness; and

WHEREAS, the City's participation advances community resilience by identifying hazards, strengthening communications and accountability procedures, and promoting accessible guidance for people with disabilities and others with access and functional needs.

NOW, THEREFORE, I, Darrell Parham, Mayor of the City of Weed, California, do hereby proclaim Thursday, October 16, 2025, as

GREAT SHAKEOUT EARTHQUAKE PREPAREDNESS DAY

in the City of Weed, and I call upon all residents, businesses, organizations, and visitors to join the 10:16 a.m. drill; to practice Drop, Cover, and Hold On; to secure hazards in their spaces; and to maintain emergency supplies and plans. I further recognize and commend the City departments and partner agencies for leading by example and for promoting a culture of readiness and resilience.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Weed to be affixed this 9th day of October, 2025.

Darrel Parham, Mayor

ATTEST:

Sandra Duchi, City Clerk

(Seal)



City of Weed

Agenda Item Summary

Meeting: City Council – 10 Oct 2025

Department: Sandra Duchi, City Clerk.

Agenda Item Title: Hold Public Hearing and consider recommendations from the Planning Commission for the proposed amendments to the Weed Municipal Code Chapter 18.24.300.

Staff Recommendation: Staff recommend the Council hold a public hearing, review the recommended amendments approved by the Planning Commission on August 20, 2025, and move for introduction and first reading, by title only, of Ordinance No. 487-2025

Summary: With the Mill Fire rebuilding and other construction within the city it was determined there needed to be a more streamlined approach to permitting temporary storage containers for construction sites. On August 20, 2025, the Planning Commission held a public hearing to review and recommend the proposed amendments. The vote to recommend the amendments to the City Council was 4-0-1.

Fiscal impact:

Streamlining this process should lower the expense of the Contract Planner.

Alternative Actions:

1. Hold public hearing and move for Introduction and first reading
2. Other actions at Council's discretion

Environmental Review:

None.

Attachments:

Staff Report from the Planning Commission
Ordinance 487-2025



CITY OF WEED PLANNING COMMISSION Staff Report

MEETING DATE: August 20, 2025

REQUEST: WMC Amendment to Chapter 18.24.300

LOCATION: Citywide

APPLICANT: City Council

PROPERTY OWNER: Citywide

RECOMMENDATION

Staff recommend the Commission consider the proposed amendment and, if acceptable, recommend introduction and adoption by the City Council. The City Council will also need to conduct a public hearing for the code revision following Planning Commission recommendation.

PROPOSED PROJECT

Proposed amendments to the Weed Municipal Code sections 18.24.300 of Chapter 18.24 of the Weed Municipal Code. The proposed changes are shown below:

- **18.24.300 - Prefabricated storage containers.**

A. Prefabricated exterior storage containers such as cargo containers or truck trailers are permitted only in zones designated C-1, C-2, C-M or M with a conditional use permit, subject to the following conditions:

B. Storage containers may be used only for the storage of merchandise, inventory, shelving displays, or other incidental items related to the operation of the business.

C. Business or sale of merchandise shall not be conducted from the storage container, nor shall the storage container be used as a habitable space, office, or meeting area, and shall be kept closed and secured at all times other than when items are being moved to or from the storage container.

D. Storage containers must be oriented to minimize their being seen from the public right-of-way. In no case shall storage containers be placed so as to cover, block, or otherwise impact required parking, or impact circulation or emergency access.

E. Storage containers shall be entirely screened by a solid wall or fence as approved in the use permit with a minimum height equivalent to the height of the container, or in lieu of such a wall or fence, painted the color of the primary structure as conditioned by the use permit.

F. Graffiti shall be removed within twenty-four hours from any storage container or screening.

G. No more than two storage containers with a combined floor area of no more than six hundred forty square feet shall be allowed on any lot or combination of lots constituting a single site. Storage containers shall not exceed a height of ten feet.

Storage container location:

1. Setbacks for the underlying zone shall apply however a storage container shall be no closer to the front lot line than the front-most wall of the building nearest the front lot line. More restrictive or less restrictive setbacks may be established on a case by case basis in accordance with Weed Municipal Code Section [18.32.050](#).

~~2. Storage containers may be allowed as a temporary use on construction sites in any zone within the city subject to first obtaining a temporary conditional use permit. The planning commission shall determine appropriate siting, time limits, and other conditions as may be necessary to assure minimal impact to adjacent properties. Such temporary use shall be allowed only in conjunction with a valid building permit, and the use shall be terminated prior to issuance of a final occupancy permit. The planning commission shall have the authority to revoke such a temporary permit if the applicant does not comply with the stated conditions or if the applicant is not making adequate progress on construction.~~

H. The planning commission may impose conditions on the approval of the use permit after consideration of the size, height, location, and other factors related to the storage container all in accordance with Weed Municipal Code Section [18.32.040](#).

I. This section shall not apply to a location with a permitted business actively engaged in transporting cargo containers or truck trailers, provided however, that the container or trailer is on the property only temporarily.

J. The planning commission, as a condition of a permit hereunder, may require annual or other periodic review.

K. Storage containers may be allowed as temporary use on construction sites in any zone within the city subject to obtaining a temporary construction storage permit issued by the planning director. The planning director shall determine appropriate siting, time limits, and other conditions as may be necessary to assure minimal impact to adjacent properties. Such temporary use shall be allowed only in conjunction with a valid building permit, and the use shall be terminated prior to issuance of a final occupancy permit. The planning director shall have the authority to revoke such a temporary construction storage permit if the applicant does not comply with the stated conditions or if the applicant is not making adequate progress on construction.

(Ord. No. 387-2008, § 3, 9-11-2008; Ord. No. 406-2012, 7-12-2012)

ORDINANCE 487-2025
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEED AMENDING SECTION 18.24.300 (PREFABRICATED STORAGE CONTAINERS) OF CHAPTER 18.24 (GENERAL REGULATIONS) OF TITLE 18 (ZONING) OF THE WEED MUNICIPAL CODE TO REGULATE PREFABRICATED STORAGE CONTAINERS

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEED:

SECTION 1. CODE AMENDMENT. Section 18.24.300 of Chapter 18.24 of Title 18 of the Weed Municipal Code is hereby amended to read as follows (additions in underline; deletions in ~~strikethrough~~):

18.24.300 - Prefabricated storage containers.

Prefabricated exterior storage containers such as cargo containers or truck trailers are permitted only in zones designated C-1, C-2, C-M or M with a conditional use permit, subject to the following conditions, except as otherwise provided in subsection J below:

- A. Storage containers may be used only for the storage of merchandise, inventory, shelving displays, or other incidental items related to the operation of the business.
- B. Business or sale of merchandise shall not be conducted from the storage container, nor shall the storage container be used as a habitable space, office, or meeting area, and shall be kept closed and secured at all times other than when items are being moved to or from the storage container.
- C. Storage containers must be oriented to minimize their being seen from the public right-of-way. In no case shall storage containers be placed so as to cover, block, or otherwise impact required parking, or impact circulation or emergency access.
- D. Storage containers shall be entirely screened by a solid wall or fence as approved in the use permit with a minimum height equivalent to the height of the container, or in lieu of such a wall or fence, painted the color of the primary structure as conditioned by the use permit.
- E. Graffiti shall be removed within twenty-four hours from any storage container or screening.
- F. No more than two storage containers with a combined floor area of no more than six hundred forty square feet shall be allowed on any lot or combination of lots constituting a single site. Storage containers shall not exceed a height of ten feet.
- G. Storage container location:
 - ~~1.~~ Setbacks for the underlying zone shall apply however a storage container shall be no closer to the front lot line than the front-most wall of the building nearest the front lot line. More restrictive or less restrictive setbacks may be established on a case by case basis in accordance with Weed Municipal Code Section 18.32.050.
 - ~~2.~~ ~~Storage containers may be allowed as a temporary use on construction sites in any zone within the city subject to first obtaining a temporary conditional use permit. The planning commission shall determine appropriate siting, time limits, and other conditions as may be necessary to assure minimal impact to adjacent properties. Such temporary use shall be allowed only in conjunction with a valid building permit, and the use shall be terminated prior to issuance of a final occupancy permit. The planning commission shall have the authority to revoke such a temporary permit if the applicant does not comply with the stated conditions of if the applicant is not making adequate progress on construction.~~
- H. The planning commission may impose conditions on the approval of the use permit after consideration of the size, height, location, and other factors related to the storage container all in accordance with Weed Municipal Code Section 18.32.040. The planning

commission, as a condition of a permit hereunder, may require annual or other periodic review.

- I. This section shall not apply to a location with a permitted business actively engaged in transporting cargo containers or truck trailers, provided however, that the container or trailer is on the property only temporarily.
- J. The planning commission, as a condition of a permit hereunder, may require annual or other periodic review. Storage containers may be allowed as temporary use on construction sites in any zone within the city subject to obtaining a temporary construction storage permit issued by the planning director. The planning director shall determine appropriate siting, time limits, and other conditions as may be necessary to assure minimal impact to adjacent properties. Such temporary use shall be allowed only in conjunction with a valid building permit, and the use shall be terminated prior to issuance of a final occupancy permit. The planning director shall have the authority to revoke such a temporary construction storage permit if the applicant does not comply with the stated conditions or if the applicant is not making adequate progress on construction.

SECTION 2. CEQA. Because there is not substantial evidence, in light of the whole record before the City, that this ordinance would have a significant impact on the environment, the City Council determined that this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(3) and 15378(b)(2) as general policy and procedure making.

SECTION 3: SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, or phrase of this ordinance irrespective of the fact that any one or more of the sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

SECTION 4: PUBLICATION. This ordinance through section 1, or a summary, shall be published in the Weed Press, a newspaper of general circulation in the City of Weed, in compliance with the requirements of the Government Code.

SECTION 4: This ordinance shall become effective thirty (30) days after its adoption.

I hereby certify that the foregoing ordinance was introduced for first reading at a regular meeting of the City Council of the City of Weed held on the 9th day of October, 2025, and thereafter adopted at a regular meeting of said Council held on the ____ day of _____, 2025, by the following vote, to wit:

AYES: Council Members

NOES:

ABSENT:

ABSTAIN:

Darrell Parham, Mayor

ATTEST:

Sandra Duchi, City Clerk



City of Weed

Agenda Item Summary

Meeting: City Council – 9 Oct 2025

Department:	October 9, 2025
From:	Justin Mayberry, Chief of Police
Subject:	Application for ABC Off-Sale General (Beer, Wine, Distilled Spirits)

On August 14, 2025 City Council considered the transfer of a Type 21 liquor sales permit to 175 E Vista Drive. The Council needs to determine public convenience and necessity before issuing approval for such a transfer. At that meeting, the transfer was denied.

The applicant has requested for that decision to be reconsidered. There are two Resolutions to consider:

Resolution No. 35-2025 upholds the denial of the Type 21 license transfer.

Resolution No. 36-2025 approves the transfer of the Type 21 Liquor license determined to be a public convenience or necessity.

Below is the staff report from the August meeting:

Staff Recommendation:

The Council should review the materials and determine if allowing the sale of beer and wine at this location will serve a public necessity and convenience. If the Council feels that it does, then adopt the attached resolution and forward recommendation to ABC and the applicant. If the Council believes that there are sufficient opportunities to purchase off-sale beer and wine in this area of the City, then deny the application and we will inform ABC of the Council's decision.

Summary:

Weed Liquor Depot LLC has applied to the Dept. of Alcohol and Beverage Control (ABC) to transfer a Type 21 Off-sale General (beer, wine and distilled spirits) from 419 Chestnut St. in Mt. Shasta CA to 175 E. Vista Dr. in Weed, CA.

Typically, according to ABC, the application for the off-sale license would be in an area where an undue concentration of similar licenses exists. As such, the Business and Profession Code requires that the City Council make a finding of "public convenience or necessity" before ABC can issue a license.

Due to a census tract error on the ABC website, ABC has advised the applicant that a waiver is not needed as the City of Weed is allotted 7 off sale licenses; and ABC shows

only 6 issued. The City of Weed currently has 12 off-sale licenses and has required the waiver of past applicants and business developments.

General Plan Zoning

The zoning from this property is C-2 which is intended to apply to areas where a wider variety of commercial facilities are necessary for community convenience. The C-2 district allows all uses of the C-1 zone, including bars, restaurants, liquor stores and retail. As such, the requested is consistent with the City Code.

Options:

1. Approve Resolution No. 35-2025 upholding the denial of transfer
2. Approve Resolution No. 36-2025 approving the transfer.
3. Such other action as the Council may deem appropriate.

Fiscal Impact:

Unknown

Discrepancies:

Census Tract data.

Attachments:

ABC Application information for license #666815
Resolution No.35-2025
Resolution No.36-2025

RESOLUTION NO.35-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED TO RECONSIDER THE
DENIAL OF AN ADDITIONAL LICENSE OF OFF-SALE ALCOHOLIC BEVERAGES AS
PUBLIC NECESSITY AND CONVENIENCE AT
175 E. VISTA DRIVE.

Whereas, on August 14, 2025, the City Council of the City of Weed denied Resolution No. 24-2025, a Resolution of Public Necessity and Convenience for a Type 21 liquor license for Weed Liquor Depot, LLC at 175 E. Vista Drive; and

Whereas, no representative of Weed Liquor Depot, LLC, was in attendance at the August 14, 2025 City Council meeting and subsequently requested an appeal and reconsideration of its decision (Exhibit A); and

Whereas, the City of Weed allows the retail sale of alcoholic beverages in markets and stores within the C2 Zone; and

Whereas, the City of Weed General Plan encourages neighborhood commercial services in areas where are not readily available or located in neighborhoods and areas with less services; and

Whereas, the location of the proposed retail sales of beer, wine and other products typically found at a liquor store is located in a neighborhood that is near the I-5 corridor and along the highly visible Vista Drive where beer, wine and other similar products are already available to the public in ample amounts and an undue concentration of such similar licenses already exists; and

Now therefore be it resolved; that the City Council of the City of Weed held a reconsideration for license transfer on October 9, 2025, and finds that the off-sale Liquor sales at 175 E. Vista Drive in Weed is not a public convenience and necessity in that location due to the undue concentration of similar licenses in the area.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council held the 9th day of October 2025 by the following vote, to wit:

AYES: Council Member

NOES:

ABSENT:

Mayor, City of Weed

City Clerk

RESOLUTION NO. 36-2025
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEED
RECONSIDERING AN ADDITIONAL LICENSE OF OFF-SALE ALCOHOLIC BEVERAGES
AS PUBLIC NECESSITY AND CONVENIENCE AT 175 E. VISTA DRIVE.

Whereas, on August 14, 2025, the City Council of the City of Weed denied Resolution No. 24-2025, a Resolution of Public Necessity and Convenience for a Type 21 liquor license for Weed Liquor Depot, LLC at 175 E. Vista Drive; and

Whereas, there was no representative of Weed Liquor Depot, LLC at the August 14, 2025 meeting and the applicant has requested a reconsideration of that decision; and

Whereas, the City of Weed allows the retail sale of alcoholic beverages in markets and stores within the C2 Zone; and

Whereas, The City of Weed General Plan encourages neighborhood commercial services in areas where are not readily available or located in neighborhoods and areas with less services; and

Whereas, the location of the proposed retail sales of beer, wine and other products typically found at a liquor store is located in a neighborhood that is near the I-5 corridor and along the highly visible Vista Drive and would serve this location greatly; and

Whereas, the proposed land use is consistent with the City of Weed Zoning Code, and consistent with the City of Weed General Plan for the South Weed Growth.

Now therefore be it resolved; that the City Council of the City of Weed held a reconsideration for license transfer on October 9, 2025, and finds that the off-sale Liquor sales at 175 E. Vista Drive in Weed provides a public convenience and necessity in that location and would serve potential tourists and the local neighborhood.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council held the 9th day of September 2025 by the following vote, to wit:

AYES: Council Member

NOES:

ABSENT:

Mayor, City of Weed

City Clerk



City of Weed

Agenda Item Summary

Meeting: City Council – 10/9/2025

Department:

Administration

Agenda Item Title:

Ordinance Amending WMC 1.04.010 – Definition of “City Administrator” to Mean “City Manager”

Staff Recommendation:

Introduce and conduct the first reading, by title only, of Ordinance No. 488-2025, amending Section 1.04.010 of the Weed Municipal Code to define “City Administrator” as “City Manager.”

Summary:

The Weed Municipal Code currently contains multiple references to “City Administrator,” although the City operates under a “City Manager” form of government, established by Section 2.12.010 of the Code. This ordinance amends Section 1.04.010 (Definitions) to clarify that the terms “City Administrator” and “City Manager” are synonymous, thereby eliminating ambiguity in interpretation and administration of the Code.

The amendment is administrative in nature and ensures consistency throughout the Code by aligning references with the current office and organizational structure.

Fiscal impact:

None.

Alternative Actions:

- Do not introduce the ordinance, leaving inconsistent references in the Code.
- Provide direction to staff for further revisions.

Environmental Review:

CEQA does not apply.

Attachments:

- Ordinance No. 488-2025 Amending WMC 1.04.010

ORDINANCE 488-2025
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEED AMENDING SECTION
1.05.010 OF CHAPTER 1.04 OF TITLE 1 OF THE WEED MUNICIPAL CODE DEFINING CITY
ADMINISTRATOR AS CITY MANAGER

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEED:

SECTION 1. CODE AMENDMENT. Section 1.04.010 of Chapter 1.04 of Title 1 of the Weed Municipal Code is hereby amended to read as follows (additions in underline; deletions in ~~striketrough~~):

1.04.010 – Definitions.

The following words and phrases, whenever used in this code, shall be construed as defined in this section unless from the context a different meaning is intended or unless a different meaning is specifically defined and more particularly directed to the use of such words or phrases:

A. "City" and "town" each mean the city of Weed, California, or the area within the territorial limits of the city of Weed, California, and such territory outside of the city over which the city has jurisdiction or control by virtue of any constitutional or statutory provision.

B. "City administrator" means city manager, the office established pursuant to section 2.12.010 of this code.

C. "Council" means the city council of the city of Weed. "All its members" or "all councilmen" means the total number of councilmen members holding office.

D. "County" means the county of Siskiyou.

E. "Law" denotes applicable federal law, the Constitution and statutes of the state of California, the ordinances of the city of Weed and, when appropriate, any and all rules and regulations which may be promulgated thereunder.

F. "May" is permissive.

G. "Month" means a calendar month.

H. "Must" and "shall" are each mandatory.

I. "Oath" includes an affirmation or declaration in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the words "swear" and "sworn" shall be equivalent to the words "affirm" and "affirmed."

J. "Owner," applied to a building or land, includes any part owner, joint owner, tenant in common, joint tenant, or tenant by the entirety of the whole or a part of such building or land.

K. "Person" includes a natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business, trust or organization, or the manager, lessee, agent, servant, officer or employee of any of them.

L. "Personal property" includes money, goods, chattels, things in action and evidences of debt.

M. "Preceding" and "following" mean next before and next after, respectively.

N. "Property" includes real and personal property.

O. "Real property" includes lands, tenements and hereditaments.

P. "Sidewalk" means that portion of a street between the curblin and the adjacent property line intended for the use of pedestrians.

Q. "State" means the state of California.

R. "Street" includes all streets, highways, avenues, lanes, alleys, courts, places, squares, curbs or other public ways in the city which have been or may hereafter be dedicated and open to public use, or such other public property so designated in any law of the state.

S. "Tenant" and "occupant," applied to a building or land, include any person who occupies the whole or a part of such building or land, whether alone or with others.

T. "Written" includes printed, typewritten, mimeographed, multigraphed or otherwise reproduced in permanent visible form.

U. "Year" means a calendar year.

SECTION 2. CEQA. Because there is no substantial evidence, in light of the whole record before the City, that this ordinance would have a significant impact on the environment, the City Council determined that this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3).

SECTION 3: SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, or phrase of this ordinance irrespective of the fact that any one or more of the sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

SECTION 4: PUBLICATION. This ordinance through section 1, or a summary, shall be published in the Weed Press, a newspaper of general circulation in the City of Weed, in compliance with the requirements of the Government Code.

SECTION 4: This ordinance shall become effective thirty (30) days after its adoption.

I hereby certify that the foregoing ordinance was introduced for first reading at a regular meeting of the City Council of the City of Weed held on the 9th day of October 2025, and thereafter adopted at a regular meeting of said Council held on the ____ day of November 2025, by the following vote, to wit:

AYES: Council Members
NOES:
ABSENT:
ABSTAIN:

Darrell Parham, Mayor

ATTEST:

Sandra Duchi, City Clerk



City of Weed

Agenda Item Summary

Meeting: City Council – 9 Oct 2025

Department:	October 9, 2025
From:	Justin Mayberry, Chief of Police
Subject:	WHS Homecoming Parade 2025

Staff Recommendation:

Approval of road closure for Weed High School Homecoming parade closure and temporary announcement signage.

Summary:

Weed High School has requested by encroachment permit application road closures throughout the city on October 10th, for a homecoming parade. The parade is planned to start at 10am with students/staff leaving the high School campus. Traveling as a group they will proceed to the downtown area making a loop including Park St. and Main St, to then travel up S. Davis Ave to Weed Elementary School and return to Weed High School. The route will include the following:

- Leave 909 Hillside Dr to travel down Shasta Ave.
- Cross from Shasta Ave to N. Davis Ave.
- Travel N. Davis Ave to Main St., travelling behind the Weed Mercantile to Park St. Crossing Park St. at intersection with Alamo Ave, traveling south to Grove St.
- Traveling Grove St. east to Main St., Turning onto Main St. and traveling back northbound to S. Davis Ave. Once on S. Davis, traveling the complete length, before then arriving at Shasta Ave and then returning to Weed High School.

The city would not have the staffing, signage, or alternative route to allow for a complete hard closure of the route. Staff would focus on limiting traffic on minor thoroughfares, with hard closure of Park St. to Grove St, Grove to Main St., Main St. to S. Davis Ave. ending at the intersection with Shasta Ave. while parade participants were in those specified areas.

To limit disruption, city staff would post the Main St. sidewalk 24 hours in advance advising of the closure and possible driving/parking restrictions during the event. Due to the length of the proposed route, the event will require "rolling closures" of minor intersections and hard closures of major intersections in advance.

Options:

1. Approve the encroachment permit.
2. Reject the encroachment permit.
3. Such other action as the Council may deem appropriate.

Fiscal Impact:

Increased police patrol staffing before and during the event. Use of public works staff and city equipment to affect the closures.

Requested:

Temporary street closures utilizing City staff and equipment.

Discrepancies:

None

Attachments:

Encroachment permit completed by Weed High School.



City of Weed

Application Fee
\$125.00

550 Main Street
P. O. Box 470
Weed, CA 96094

(530) 938-5020
(530) 938-5096 (FAX)

MUST BE RECEIVED 45 DAYS BEFORE PLANNED WORK/EVENT

THIS IS AN APPLICATION ONLY

NO WORK OR EVENT CAN HAPPEN UNTIL YOUR PERMIT IS APPROVED

APPLICATION FOR ENCROACHMENT PERMIT

An encroachment permit is a contract between the City and an encroachment permit holder (permittee) that describes the terms and conditions under which the permittee is granted permissive authority to enter in, on, upon, under or to use the public right-of-way to perform an encroaching activity. An encroachment permit is required for anyone that will be working in or blocking a city right-of-way by any means per Municipal Code Chapter 12.06.

An encroachment permit grants permission to the permittee or their authorized agent (i.e., contractor) to perform certain work within the City's right-of-way. Assignment of the permit to another party is prohibited.

An encroachment permit is not a property right, such as an easement, nor does it confer a property right. It cannot be transferred with the sale of real personal property. A new property owner must apply for and obtain a new encroachment permit for any encroaching activity to be performed.

Encroachment permits are necessary for the city to:

- Ensure the safety of the traveling public, roadway workers and permittees,
- Protect, maintain, and enhance the quality of the city roadway system during and after permitted work,
- Ensure that the proposed encroachment is compatible with the primary uses of the city roadway system, and
- Protect the city's and public's investment in the roadways., and
- Ensure that temporary uses of city rights-of-way are conducted safely and with minimum inconvenience to the traveling public.

Some of the activities requiring an Encroachment Permit include:

- Advertising displays, holiday decorations, banners, or signs.
- Frontage improvements: sidewalk, curb and gutter, mailbox, fencing, driveways, new road intersections, drainage facilities and erosion control.
- Commercial filming.
- Landscaping, planting or modifying vegetation.
- Miscellaneous activities: mowing, grading, excavations.
- Utility installations.

Date: 9/25/25

The undersigned hereby applies for permission to excavate, construct and/or otherwise encroach on City right of way by performing the following work:

(Applicant will describe here **fully** what will be done, attaching extra sheets if necessary.)

We ~~at~~, Weed High School, would like to have our annual
homecoming parade on October 10, 2025. The route of the parade
through the city of Weed will be provided in the appendix attached.
The time of the parade will be from 10-11am.

Date of Requested Road Closure: October 10, 2025

Requested Closure Time: START 10 am END 11 am. TOTAL HOURS: 1

The back of this form may be used for sketches. Detailed plans should be submitted if available and may be required of complex projects.

The work site must be in the field with conspicuous stakes and flags readily visible from the road. Mark stakes to identify owner, or applicant.

(If the site cannot be identified the permit will not be issued.)

The work is located on street/road _____ approximately _____
(Name) (Distance)

_____ of intersection of street/road _____
(Direction i.e, north/south/east/west) (Name)

WARRANTY

The undersigned hereby represents and warrants that he/she/it has obtained any and all permission(s), permit(s), license(s), or other consent necessary for the encroachment from any and all other public agencies and public utilities having jurisdiction over the property.

HOLD HARMLESS AGREEMENT

In consideration of allowing the event(s) specified in this application, and to the fullest extent permitted by law, the undersigned does hereby agree to indemnify and hold harmless the City of Weed and its agents, officials, officers, d employees, and volunteers, from and against any injury, damage, claims, actions or suits arising out of or related to the encroachment activity(ies) herein described or contemplated, or arising out of or related to the undersigned and his/her agent's failure to perform any requirements of the permit, and further agrees to defend and indemnify the City of Weed from and against any injury, damage, claims, actions or suits arising out of or connected with the foregoing activity(s).

The undersigned does hereby agree to comply with the current City of Weed Improvement Standards, the City of Weed Municipal Code , and with the general provisions, terms, and conditions as stated on this

permit. The undersigned hereby releases, discharges, covenants not to sue the City of Weed, its agents, officials, officers, employees, and volunteers from all liability, claims, demands, losses or damages, sustained by me, my guardians, legal representatives or assigns, caused or alleged to be caused, in whole or in part, by the City of Weed, its agents, officials, officers, employees, or volunteers, to the full extent permitted by law. The undersigned further agrees that if, despite this release, I, my guardians, legal representatives or assigns or anyone makes a claim against the City of Weed, its agents, officials, officers, employees, or volunteers, I will indemnify, save and hold harmless the releasee from any litigation expenses, attorneys' fees, loss, liability, damage, or other cost that may occur as the result of such claim.

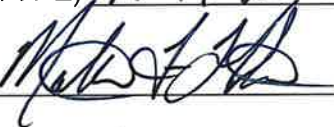
INSURANCE CERTIFICATE REQUIRED

Note: The insurance certificate provided to the City by your organization's insurance company must name the City of Weed as an additional insured for the event specified in this application and must include a copy of any endorsements. The minimum coverage required is \$2,000,000 occurrence and \$4,000,000 aggregate. The certificate and endorsements must also be in a form acceptable to risk management and available for review 15 working days prior to the scheduled event.

PLEASE NOTE:

The signature of the applicant on this application will serve to indicate and acknowledge that the applicant has read and does understand the provision set forth therein, and upon affixing said signature, does agree to conform and comply with these provisions and requirements.

APPLICANT NAME (PRINT/TYPE) Matt White

APPLICANT SIGNATURE 

APPLICANT ADDRESS 909 Hillside Dr.

CITY/STATE/ZIP Weed, CA, 96094

PHONE NUMBER 530 515 2198 EMAIL: mwhite@sisuhsd.net

CONTRACTOR (PRINT/TYPE) _____

CONTRACTOR PHONE # _____

STATE LICENSE # _____

DIR LICENSE # _____

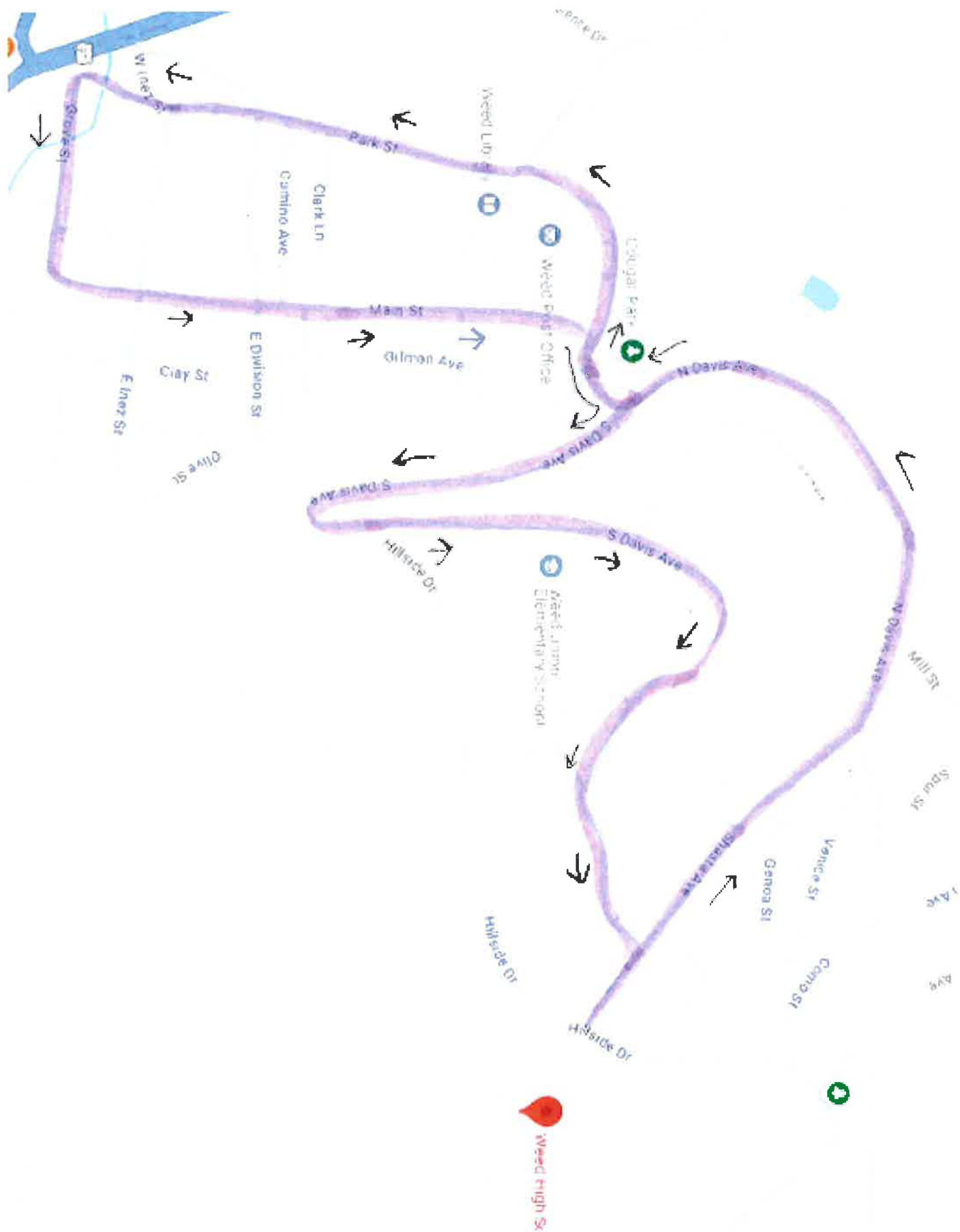
CITY BUSINESS LICENSE # _____

City Use Only

Administrative Approval: _____ Date: _____
Public Works Director

Requires City Council Review:

Date of Meeting:





City of Weed

Agenda Item Summary

Meeting: City Council – 10 Oct 2025

Department: Chris Davis, Public Works Director

Agenda Item Title: By Motion, adopt Resolution No. 37-2025 approving Task Order No. 2025-02 for the Lincoln Heights Complete Streets Project Plan and authorize the City Manager to execute

Staff Recommendation: Adoption of Resolution No. 37-2025 approving Task Order 2025-02 for the Lincoln Heights Complete Streets Project Plan and authorizing the City Manager to execute.

Summary: The city continues to rebuild our community after the Mill Fire. This is just one more project to assist in these efforts. Every roadway within Lincoln Heights will be considered. This project will consist of roadway improvements, curb and gutter improvements and improving drainage in the area.

Fiscal impact: CDBG Grant Funded

Alternative Actions: Do not approve.

Attachments: Resolution No. 37-2025
Task Order 2025-02

RESOLUTION NO. 37-2025

A RESOLUTION OF THE CITY OF WEED
APPROVING ENGINEERING SERVICES FOR THE
LINCOLN HEIGHTS COMPLETE STREET PROJECT PLAN AND
AUTHORIZE THE CITY MANAGER TO EXECUTE

WHEREAS, per Government Code 36505, the City Council appointed PACE Engineering as the City Engineer on May 9, 2019,

WHEREAS, the City of Weed requires the City Engineer to perform additional services;

NOW, THEREFORE, the City Council of the City of Weed resolves as follows:
Authorize the City Manager to approve Task Order #2025-02 for Engineering Services for the Lincoln Heights Complete Street Project Plan, attached hereto and marked Exhibit "A", is hereby approved and effective October 9, 2025, and authorize the City Manager to execute.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular adjourned meeting of the City Council of the City of Weed, held on the 9th day of October 2025 by the following vote to wit:

AYES: Council Members

NOES:

ABSENT:

Mayor

ATTEST:

City Clerk

City of Weed (Task Order Request to "Agreement for City Engineer Services" Between City of Weed and PACE Engineering, Inc., dated May 10, 2019, PACE Job No. 0161.102)					
				City Project #	
				Task Order#	2025-02
TASK ORDER REQUEST					
A. REQUEST TO: PACE ENGINEERING			PROJECT TITLE: Lincoln Heights Complete Street Project Plan		
1. Description of Requested Service:		Provide professional engineering services during planning and preliminary design for the subject, consisting of Task 100 – Planning (\$90,000), Task 200 - Planning Documents (Draft/Final) (\$60,000), and Task 300 – 30% Design Set (\$120,000).			
2. Requested Schedule:		Per CDBG Funding Agreement		3. Approximate Budget: \$270,000 (LUMP SUM)	
4. Requestor:		CHRIS DAVIS		5. Telephone: 530-938-5028	
				Department Review:	
B. RESPONSE FROM: PACE		PACE Job No.		Billing Group No.	
		0161.115		n/a	
				Computer No.	
				n/a	
1. Description of Service to be Provided:		Same as above.			
2. Schedule to Deliver		Same as above.			
3. Budget (Fixed/Estimate)		\$270,000 (FIXED)			
4. Responder:		Curtis Paget Senior Engineer		5. Responder Approval:	
		10/2/2025 Date		Curtis Paget Date	
C. CITY APPROVAL				TOTAL COST:	
1. Comments:				Account #:	
				Account #:	
				Account #:	
2. City Approval:				Finance Certification:	
				Date	



City of Weed

Agenda Item Summary

Meeting: City Council – 10/9/2025

Department:

Administration/Building/Planning

Agenda Item Title:

Discussion and Direction on Five-Foot Setback Encroachments under Resolution 02-2023 (Mill Fire Rebuilding Policy)

Staff Recommendation:

Provide direction on whether to continue allowing up to five-foot setback encroachments, as authorized under Resolution 02-2023, or to modify/clarify this practice in the future. Both Mike Britton (Building Inspector) and Fire Chief Brian Carter disagree with the practice of granting five-foot setbacks for reasons of fire safety.

Summary:

In January 2023, the City Council adopted Resolution 02-2023, streamlining project approvals and permit processing for properties affected by the Mill Fire. Among its provisions, the policy authorized the Planning Director to allow encroachments of up to five feet into side yard setbacks for specific purposes (architectural features, topographic constraints, tree preservation, or innovative design).

Since adoption, the City has approved several projects using this five-foot setback allowance. Some approvals occurred before the current Building Inspector's tenure. Council direction is now requested on whether those prior approvals hold relevance for current interpretation, and whether the City should:

- Continue applying the five-foot setback variance authority as written,
- Limit or condition its use, or
- Consider amending the policy for greater clarity.

This item is intended to provide the Council with an opportunity to review the history of the application and determine whether any changes are necessary before the expiration of the streamlining policy on January 12, 2026.

Fiscal impact:

No direct fiscal impact. Policy clarification may reduce staff time by providing clearer direction.

Alternative Actions:

- Maintain current practice under Resolution 02-2023.
- Amend or repeal the five-foot setback variance provision.
- Provide direction for future ordinance updates after January 2026.

Environmental Review:

Not subject to CEQA.

Attachments:

- Resolution 02-2023 (Policy for Streamlining Mill Fire Related Projects)
- Current request being considered



**CITY COUNCIL
AGENDA MEMORANDUM**

Meeting Date:	January 12, 2022
From:	Tim Rundel, City Manager
Subject:	Approval of Resolution 02-2023, A RESOLUTION OF THE CITY OF WEED STREAMLINING PROJECTS AND PERMIT PROCESSING FOR MILL FIRE RELATED PROJECTS <u>EFFECTIVE TO JANUARY 12, 2026</u>

INTRODUCTION

Background:

After the Boles Fire in 2014, the City Council passed a resolution to streamline projects and permit process for the Boles Fire related projects.

The policy for streamlining projects and permit process for the Mill Fire includes:

1. All repairs and or reconstruction shall be in conformance by the 2019 California Building Standards Code.
2. All reconstruction shall be in conformance with the approved setbacks for the district in which the property is located, unless a variance may be granted under this policy.
3. Any relief from building standards sought under this policy must be requested January 12, 2023 to January 12, 2026.
4. Property owners seeking Mill Fire related relief after January 12, 2026, will be reviewed for extenuating circumstances on a case by case basis by the Weed City Council.
5. This policy is to assist the rebuilding of the Mill Fire area, any modifications including but not limited to the combining of lots, increase in size of home, or other changes that were not of the original footprint may/will be subject to the standard building permitting process and other fees associated with any modifications.

The policy also has sections pertaining to design standards, setback requirements and waives fees for repairs of homes and reconstruction of homes damaged/destroyed by the Mill Fire.

Option(s):

1. By motion, approve Resolution 02-2023, a resolution of the City of Weed streamlining projects and permit processing for Mill Fire related projects effective to January 12, 2026
2. By motion, deny Resolution 02-2023, a resolution of the City of Weed streamlining projects and permit processing for Mill Fire related projects effective to January 12, 2026

RESOLUTION NO. 02-2023

A RESOLUTION OF THE CITY OF WEED
STREAMLINING PROJECTS AND PERMIT PROCESSING
FOR MILL FIRE RELATED PROJECTS
EFFECTIVE TO JANUARY 12, 2026

WHEREAS, the City Council has previously passed a Resolution declaring the Mill Fire an emergency and this declaration has been supported by declarations declared by the Board of Supervisors for Siskiyou County and the Governor of the State of California; and

WHEREAS, the City of Weed needs to process permits quickly and as inexpensively as possible to allow persons who have been rendered homeless by the Mill Fire to rebuild their dwellings;

NOW, THEREFORE, the City Council of the City of Weed resolves as follows:

That the policy for Streamlining Projects and Permit Processing for Mill Fire related projects, attached hereto and marked Exhibit "A," is hereby adopted and is effective to January 12, 2026.

I HEREBY CERTIFY the foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Weed, held on the 12th day of January 2023 by the following vote to wit:

AYES: Council Members.

NOES:

ABSENT:

Mayor

ATTEST:

City Clerk

EXHIBIT "A"

POLICY FOR STREAMLINING PROJECTS AND PERMIT PROCESSING FOR MILL FIRE RELATED PROJECTS ONLY

A. General

1. All repairs and or reconstruction shall be in conformance by the 2019 California Building Standards Code.
2. All reconstruction shall be in conformance with the approved setbacks for the district in which the property is located, unless a variance may be granted under this policy.
3. Any relief from building standards sought under this policy must be requested January 12, 2023 to January 12, 2026.
4. Property owners seeking Mill Fire related relief after January 12, 2026, will be reviewed for extenuating circumstances on a case by case basis by the Weed City Council.
5. This policy is to assist the rebuilding of the Mill Fire area, any modifications including but not limited to the combining of lots, increase in size of home, or other changes that were not of the original footprint may/will be subject to the standard building permitting process and other fees associated with any modifications.

B. Fees

1. Fees are not required for repair or reconstruction of residential units.

C. Repair and Reconstruction of Non-Conforming uses, buildings, or lots

1. Repair and reconstruction of legal nonconforming uses (as described in Section 18.08.360 of the Weed Municipal Code) will be permitted without issuance of a Use Permit provided the repair and reconstruction meets with this policy.
2. Repair but not reconstruction of a legal nonconforming building (as described in Section 18.28.030 of the Weed Municipal Code) will be permitted without issuance of a Variance provided the repair and reconstruction meets with this policy.
3. Single family homes may be reconstructed on non-conforming lots of record in any residential zone district.

D. Building Permit Streamlining

1. For repairs only, building permits are required, but as long as there are no foundation or structural modifications then engineered plans or plans drawn by architects are not required and there is no required plan check or design review required.
2. For reconstruction, the regular building permit process shall be followed.

3. A plot plan is required for all reconstruction, whether of a principle building, an accessory building, or both.
4. A soils report is required for all reconstruction, whether of a principle building, and accessory building, or both.

E. Setbacks and Variances to Setbacks

1. Single family homes where the lot size meets the minimum required by the zone district for the property (Corner lots in R-1 require 6,000 square feet and in R-3 and R-4 the minimum is 7,000 square feet. Interior lots in the R-1 require 5,400 square feet and the R-3 and R-4 the minimum is 6,000 square feet) shall be constructed so as to meet all of the appropriate setbacks. With the exception of item (F)(2), no variances under this policy shall be granted.
2. For the construction of a single-family home on a non-conforming lot of record in any residential zone district a variance from the setbacks may be granted provided there are no significant alterations to the square footage of the dwelling that was previously on the non-conforming lot. For the purposes of this provision the records of the Siskiyou County Assessor is conclusive as to the square footage of the dwelling that was previously on the non-conforming lot. Such variances shall be issued by the Planning Director and may be conditioned on meeting additional fire and safety requirement, such as the inclusion of a one-hour fire wall where a variance is granted from the side yard setback.
3. Multi-family units can be reconstructed to the previous density, but shall be constructed so as to meet all of the appropriate setbacks.

F. Design Standards

1. Modular homes, not manufactured homes, may be placed on single family lots provided they meet all of the provisions of the city Code including the requirements that the modular is a minimum of 24 feet wide, has cement fiber/wood siding, a peaked roof, 14" eaves, is placed on a permanent foundation, and meets the required snow and wind loads established for the city. A Special Use Permit and Architectural Review by the Planning Commission are required.
2. In addition to the exceptions provided in Sections 18.24.130 and 18.24.160 of the Weed Municipal Code, the Planning Director shall be permitted to allow encroachment of up to five feet into any front or rear yard setback for architectural features, topography, to avoid trees or encourage innovative design.
3. The Planning Director shall be permitted to waive the requirement for a two-car garage as required by Sections 18.48.010 and 18.48.040 or alternatively may substitute for a two car garage the construction of a one-car garage or a car port provided that (a) the property did not have a garage prior to destruction, and (b) the property owner can provide a minimum of two off-street parking spaces
4. The current provisions for deferral of curb, gutter, and sidewalk improvements as required under Section 12.04.020 of the Weed Municipal Code by the execution of a Deferred Improvement Agreement Covenant and Consent to Lien

Agreement remains available for reconstruction of single-family homes destroyed in the Mill Fire.

G. Conforming and non-conforming lots, uses, or structures

1. Conforming and non-conforming lots, uses, or structures shall not be legitimized by this process. The burden of proof for the establishing the legality of ownership for conforming lots, non-conforming lots, uses, or structures lies with the property owner.

Siskiyou County Assessor

Request for Property Characteristics

(Pursuant to Revenue & Taxation Code §408.3)

APN: 0100-152-040

Fee:

Date: 9.19.25

Residential \$5.00

Fee Paid: \$ Comp.

Commercial \$25.00

To be completed by person requesting information

Sherry Smith

Name & Address of Person Requesting Information

Phone Number

IMPORTANT NOTICE

Information concerning property characteristics is maintained solely for assessment purposes and is not continuously updated by the Assessor. Pursuant to Revenue & Taxation Code §408.3(d), neither the County of Siskiyou nor the Siskiyou County Assessor shall incur any liability for errors, omissions, or approximations with respect to property characteristics information provided by the Assessor to any party pursuant to this section. Further, §408.3 shall not be construed to imply liability on the part of the county or the Assessor for errors, omissions, or other defects in any other information or records provided by the Assessor pursuant to the provisions of the Section.

Property Characteristics (per R&T §408.3)	Description
Year of Construction and/or Est. Effective Date:	<u>Built 1915</u> <u>EFF 1983</u>
Square Footage of Improvements:	<u>1150</u>
Number of Dwelling Units:	<u>1</u>
Number of Bedrooms:	<u>3</u>
Number of Bathrooms:	<u>1</u>
Swimming Pool:	<u>None</u>
Permit Nos.:	<u>4052 Rehab</u>
Acreage:	
Use Code:	<u>115</u>
Zoning (if Known):	

By: [Signature]

990 sq ft

105.24'

81.25'

32'

18'

17'

45'

PREVIOUS HOME

15'

22'

13'

92.87'

GRANT AVE

125' (2)

R=20'

L=42.90'

SMITH
1165 GRANT AVE

PLOT MAP
PREVIOUS HOME

N →

1651 sq ft

105.24'

81.25'

9'11"

21'1"

5'3"

16'7"

50'

24'

7'6"

64'

5'7" 5'9"

24'

16'10"

92.87'

GRANT AVE

R=20'

L=42.90'

SMITH

1165 GRANT AVE

PLOT MAP
PROPOSED HOME