



City of Etna

***AMENDED* AGENDA FOR THE REGULAR MEETING OF THE ETNA CITY COUNCIL**

DATE OF THE MEETING: March 11, 2024

TIME OF THE MEETING: 5:30 pm

PLACE OF THE MEETING: 442 Main Street Etna, CA, and TELECONFERENCE (Zoom)

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
2. Public Comment - Non-Agenda Items - The City Council cannot take action on non-agenda items.
3. CONSENT CALENDAR
 - a. Minutes of the Regular Meeting February 26, 2024
 - b. Invoice Approvals
4. CURRENT BUSINESS
 - a. Tour Upstairs of City Hall
 - b. Discuss/Approve Demolition and Repairs to be Completed by Staff Department Upstairs of City Hall
 - c. Discuss/Approve Appropriating \$5,000 to Cover Fees for a Two Day Spay/Neuter Clinic Cat TNR Program to be Held March 28th – 29th
 - d. Discuss/Approve Accepting up to \$10,000 from the Department of Transportation to Cover Costs for the Etna Cleanup Event Scheduled for April 19th – 21st
 - e. Discuss/Approve Garland IT Contract Proposal for 2024-2025 Fiscal Year Total Contract Price for \$19,200
 - f. Discuss/Approve Expenditure of Officer Wellness Grant Monies of \$15,000 for Fitness, Medical, and Mental Detoxification
 - g. Discuss/Approve \$70,000 Lease Purchase of a 4th Patrol Vehicle for the Police Department
 - h. Discuss/Approve Quarterly Amended Pool Budget
5. CORRESPONDENCE
6. CITY COUNCIL STATEMENTS AND REQUESTS
7. CLOSED SESSION:
 - a. Pursuant to Government Code §54957(b) – Public Employee Appointment
 1. Pool Manager
 2. City Grant Writer/Administrator Position
8. ADJOURNMENT

Zoom Teleconference Information:

Phone: 1-669-444-9171 US **Meeting ID:** 831 2205 6440

<https://us06web.zoom.us/j/83122056440>

The City of Etna does not discriminate based on disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available. If any accommodations are needed, please contact Pamela Eastlick at 530-467-5256 p.eastlick@etnaca.com. Requests should be made as soon as possible but recommended between three days to one week prior to the scheduled meeting.

442 Main Street • P.O. Box 460 • Etna, CA 96027

P: 530-467-5256 • F: 530-467-3217



MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday February 26, 2024

Members of the Etna City Council met on this 26th day of February in person and via TELECONFERENCE (Zoom.) Mayor Cliff Munson called the meeting to order and lead in the flag salute to the United States of America.

1. Call to Order:

a. Roll Call

Councilmembers Brandon Fawaz, Jason Deppen, Mayor Cliff Munson, Charnna Gilmore, and John Stacher were present.

2. Public Comments on Non-Agenda Items:

City Auditor Charlie Pillon spoke during public comment giving the City Council an update regarding the 20/21 Audit. After March 31st his plan is to get the City caught up with the rest of the audits. Pillon will keep the Council updated on costs associated with completing the audits.

Councilmember Gilmore commented about her frustration during 20/21-2022 years and would like some feedback from Pillon to avoid future management override risks.

3. Consent Calendar:

- Minutes of the Regular Meeting February 12, 2024

Councilmember Deppen made a motion to approve the Consent Calendar, Councilmember Fawaz seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

4. Department Reports:

The Police Department did not have a report.

Public Works Director Dan Burbank reported that his department has been busy cleaning up the City Yard. He has scrapped two vehicles and filled nine dumpsters.

Fire Chief Alan Kramer reported that multiple fire departments in the area have been working together and are planning a joint training soon. It is becoming apparent how much each department relies on each other. Chief Kramer has been working on the PD radios and has been installing encryption equipment in current radios. Chief Kramer will share call logs with the City Council.

Ambulance Director Teri Arrwood reported that there was a critical call on Forest Mountain last night. Etna was able to staff and provide three ambulances to the call. Councilmember Gilmore shared positive feedback she has received about the trainings that Arrwood has been providing. Arrwood is hoping that more people attend in the future as it gets more attention.

City Clerk Pamela Eastlick was on Zoom due to illness. Eastlick reported that City Hall is in need of a new copier machine and will be researching pricing and products. The purchase

will be a lease agreement with at least three estimates for the copier. Eastlick has been working on CDBG revenue and SCORE insurance.

Mayor Munson gave a brief report regarding a contact from Pacific Power and underground power for Main Street. Munson has also been researching grants for a new playground structure at the park.

Eastlick added that Garland Tech emailed the IT Contract, and it will be on the next agenda for approval.

Burbank added that he reprogrammed the fuel station at the yard so the new fobs will match the vehicles and have more accurate fuel usage reports.

5. Current Business:

a. Discuss/Approve Professional Services Agreement with Collard Acoustical Consultants, Inc. to Prepare and Update the City of Etna Noise Element of the General Plan.

City Planner Richard Tinsman gave a background on the firms that submitted RFPs for the project. Collard Acoustical Consultants, Inc. came in as the lowest bidder. Councilmember Deppen made a motion to select Collard Acoustical Consultants, Inc. Councilmember Gilmore seconded the motion and it passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

b. Discuss Updates with The City Council Cat TNR Program

Scott and Jaime Essex from Essex Veterinary Services were on Zoom to give an update regarding the Cat TNR Program. They were unable to secure a grant that they were applying for. There are people that would like to donate and contribute to this program. They are continuing to write grants and are working toward federal approval. Councilmember Gilmore asked about the total cost. Essex explained that it is difficult to quote the project and it is easier to set a budget amount and work within the budget. The cost to neuter a male is \$75 and \$125 for females.

Clerk Eastlick mentioned doing a fundraiser and asking for community donations for the program. Another consideration is whether to allow people to bring in their own cats. More discussion regarding the number of animals in Etna.

Code Enforcement Officer Kelly York predicts that they will be able to trap 50 cats a day. Discussion regarding funding the project.

Councilmember Fawaz thanked staff and Essex Veterinary Services for their work and effort on this project.

The City Council gave directions to staff and Essex to post on social media outlets to see how much private support may help fund the project. The wording for the posts will include personal cats that are pets.

The tentative dates will be March 28th and 29th for the event and it will be for residents of the City of Etna. No action taken.

c. Discuss/Approve City of Etna's Dotty Olson Operational Guidelines

Councilmember Gilmore created an Operational Guidelines document in coordination with Friends of the Pool and PAL. The document will be up for review and approval annually before each pool season. More discussion regarding City financials, FOP financials, trust, and new/future members. Eastlick asked if the snack shack supplies that FOP purchases are wrapped in their yearly contribution from donations. Gilmore recommends adding \$15,000 in fundraising prior to the season and increasing the revenue for snack shack, and swim lessons.

Discussion of requirements from the County regarding serving food. Burbank commented that it depends on the County inspector.

Councilmember Deppen made a motion to approve the 2024 agreement, Councilmember Stacher seconded, and the motion passed. Asst. City Clerk Jenny Bennett suggested that the language be changed from "City Hall" to "City Administration" in the document. Deppen amended the motion to include the change, Stacher seconded the motion.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

d. Discuss/Approve Budget Amendment for the Pool Fund

The City Council and staff reviewed the proposed budget amendment for the pool and focused on lifeguard salaries. The Council discussed hiring an Assistant Pool Manager and an hourly pay rate for that position. Discussion relating to the recently selected pool manager and whether they are aware of the hours required for the position. The City Council requested Eastlick to research the requirement involving having staff over 18 years old present at the pool.

Councilmember Gilmore requested approval for the amended pool budget. Discussion on the swim team/PAL and whether they contribute or get billed for their private use of the pool. Eastlick pointed out that the workers comp and liability cannot be changed because the amounts are set from the beginning of the year, those amounts need to remain unchanged.

The City Council recommended tabling this item at the next meeting and recommended contacting PAL.

e. Discuss/Approve Quarterly Budget Review

Eastlick provided the City Council and staff with the quarterly budget for review. The highlighted areas are adjustments that need to be made. Discussion regarding the new police officers and when they will be hired. Councilmember Fawaz has had

discussions with Chief Short and the difficulties with hiring police officers. Councilmember Fawaz made a motion to approve the updated budget excluding the pool budget. Councilmember Gilmore seconded and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

6. Correspondence:

None.

7. City Council Statements and Requests:

None.

8. CLOSED SESSION:

a. Pursuant to Government Code §54957(b) – Public Employee Appointment – Pool Manager

The City Council gave directions for staff.

9. Adjournment:

There being no further business Mayor Cliff Munson adjourned the meeting at 7:45 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

Date: 03/07/2024

Time: 1:48 pm

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City of Etna									
Vendor Name	Invoice Description1	Ref No.	Discount Date						
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date						
Vendor Address	Vendor Number		Due Date					Taxes Withheld	
City	Bank	Check No.	Check Date					Discount Amount	
State/Province	Zip/Postal	Invoice Number						Check Amount	

BIG VALLEY SANITATION	Winter Park Bathroom	26743	01/31/2024						
			02/27/2024						
5551 EASTSIDE ROAD	BIG		01/31/2024					0.00	
REDDING	GF	0	00/00/0000					0.00	
CA 96001	129242							220.00	

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-70-760.00	PROFESSIONAL & CONTRACT SERVCS		220.00	0.00

Check No.	0	Total:	220.00
Total for	BIG VALLEY SANITATION		220.00

CAMPORA	625 Howell Shop Heat	26740	02/05/2024						
			02/27/2024						
PO BOX 992424	CAMPO		02/05/2024					0.00	
REDDING	GF	0	00/00/0000					0.00	
CA 96099-2424	5911775							359.39	

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.20	HEATING		119.81	0.00
40-30-840.20	HEATING		119.79	0.00
45-33-840.20	HEATING		119.79	0.00

CAMPORA	PD Heat 155 Diggles	26736	02/12/2024						
			02/27/2024						
PO BOX 992424	CAMPO		02/12/2024					0.00	
REDDING	GF	0	00/00/0000					0.00	
CA 96099-2424	5986395							400.98	

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-840.20	HEATING		200.49	0.00
53-40-840.20	HEATING		200.49	0.00

Check No.	0	Total:	760.37
Total for	CAMPORA		760.37

CHARLES W. PILLON	Audit Services YE 2021	26771	03/01/2024						
			03/06/2024						
	CHARLES PI		03/01/2024					0.00	
	GF	0	00/00/0000					0.00	
96007	4605							262.50	

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-765.00	AUDIT FEES		262.50	0.00

CHARLES W. PILLON	Non-Audit Services FTR Report	26772	03/01/2024						
			03/06/2024						
	CHARLES PI		03/01/2024					0.00	
	GF	0	00/00/0000					0.00	
96007	4604							2,581.25	

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.00	PROFESSIONAL & CONTRACT SERVCS		2,581.25	0.00

Check No.	0	Total:	2,843.75
Total for	CHARLES W. PILLON		2,843.75

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna					
Vendor Name	Invoice Description1	Ref No.	Discount Date		
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date		
Vendor Address	Vendor Number		Due Date	Taxes Withheld	
City	Bank	Check No.	Check Date	Discount Amount	
State/Province Zip/Postal	Invoice Number			Check Amount	
COMPLETE WIRELESS SOLUTIONS	Faceplates Dash Mount	26812	03/01/2024		
			03/07/2024		
1758 22ND ST. SE	COMPLETE		03/01/2024		0.00
SALEM	GF	0	00/00/0000		0.00
OR 97302	S097592				288.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
53-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		288.00	0.00	
	Check No.	0	Total:		288.00
	Total for	COMPLETE WIRELESS SOLUTION			288.00
DAN BURBANK	Reim: Water Training	26752	06/30/2023		
			03/06/2024		
12341 MAIN ST	DBURBANK		06/30/2023		0.00
FORT JONES	GF	0	00/00/0000		0.00
CA 96032					55.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
40-30-735.00	TRAVEL & TRAINING		55.00	0.00	
DAN BURBANK	Reim: Water Training	26753	08/09/2023		
			03/06/2024		
12341 MAIN ST	DBURBANK		08/09/2023		0.00
FORT JONES	GF	0	00/00/0000		0.00
CA 96032					60.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
40-30-735.00	TRAVEL & TRAINING		60.00	0.00	
DAN BURBANK	Reim: Sewer Training	26751	01/26/2024		
			03/06/2024		
12341 MAIN ST	DBURBANK		01/26/2024		0.00
FORT JONES	GF	0	00/00/0000		0.00
CA 96032					110.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
45-33-735.00	TRAVEL & TRAINING		110.00	0.00	
DAN BURBANK	Reim: Dump Fees	26739	02/21/2024		
			02/27/2024		
12341 MAIN ST	DBURBANK		02/21/2024		0.00
FORT JONES	GF	0	00/00/0000		0.00
CA 96032					30.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
10-40-760.00	PROFESSIONAL & CONTRACT SERVCS		30.00	0.00	
	Check No.	0	Total:		255.00
	Total for	DAN BURBANK			255.00
E & S ENGINEERS	Monthly Retainer	26758	02/26/2024		
			03/06/2024		
329 WEST MINER STREET	BRAY		02/26/2024		0.00
YREKA	GF	0	00/00/0000		0.00
CA 96097	4402				500.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
10-25-782.00	ENGINEER FEES		500.00	0.00	

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

E & S ENGINEERS	DWR Grant Work	26759	02/26/2024	
			03/06/2024	
329 WEST MINER STREET	BRAY		02/26/2024	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	4421			1,032.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
20-30-881.20	DWR-DROUGHT RELIEF GRANT		1,032.00	0.00

Check No.	0	Total:	1,532.00
Total for	E & S ENGINEERS		1,532.00

ETNA HARDWARE, INC.	Maint & Supplies	26749	01/31/2024	
			02/27/2024	
P O BOX 328	EHSG		01/31/2024	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				282.76

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES	Clerk	8.03	0.00
10-40-880.00	MAINTENANCE & SUPPLIES	PD Range	25.71	0.00
10-50-880.00	MAINTENANCE & SUPPLIES	Fire	8.56	0.00
10-55-880.00	MAINTENANCE & SUPPLIES	Buildings	14.99	0.00
10-60-880.00	MAINTENANCE & SUPPLIES	Streets Flagpole	212.32	0.00
40-30-880.00	MAINTENANCE & SUPPLIES	Water	13.15	0.00

ETNA HARDWARE, INC.	Maint & Supplies	26797	02/29/2024	
			03/06/2024	
P O BOX 328	EHSG		02/29/2024	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				127.98

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES	Batteries	21.44	0.00
10-55-880.00	MAINTENANCE & SUPPLIES	Elect Plug	9.09	0.00
10-55-880.00	MAINTENANCE & SUPPLIES	Blades	17.14	0.00
10-55-880.00	MAINTENANCE & SUPPLIES	Tape & Batteries	38.59	0.00
50-45-880.00	MAINTENANCE & SUPPLIES	Misc. Supplies	41.72	0.00

Check No.	0	Total:	410.74
Total for	ETNA HARDWARE, INC.		410.74

GARLAND TECH, INC	IT Services	26747	02/01/2024	
			02/27/2024	
15303 GLENWOOD PLACE	GARLAND		02/01/2024	0.00
WEED	GF	0	00/00/0000	0.00
CA 96094	INV-005394			414.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.01	I.T.		414.00	0.00

GARLAND TECH, INC	New Setup Ambulance Laptop	26773	02/27/2024	
			03/06/2024	
15303 GLENWOOD PLACE	GARLAND		02/27/2024	0.00
WEED	GF	0	00/00/0000	0.00
CA 96094	INV-005438			50.36

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount
50-45-760.01	I.T.			50.36 0.00

Check No.	0	Total:	464.36
Total for	GARLAND TECH, INC		464.36

GOLD NUGGET PRINTING CO	PD Supplies	26737	02/14/2024	
			02/27/2024	
317 WEST MINER STREET	GNP		02/14/2024	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	50774			218.19

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-870.00	OFFICE SUPPLIES		72.73	0.00
10-41-875.00	SPECIAL DEPT SUPPLIES & EQUIP		72.73	0.00
53-40-870.00	OFFICE SUPPLIES		72.73	0.00

GOLD NUGGET PRINTING CO	PD Proof of Service Forms	26738	02/15/2024	
			02/27/2024	
317 WEST MINER STREET	GNP		02/15/2024	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	50775			96.98

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-870.00	OFFICE SUPPLIES		32.32	0.00
10-41-875.00	SPECIAL DEPT SUPPLIES & EQUIP		32.32	0.00
53-40-870.00	OFFICE SUPPLIES		32.34	0.00

Check No.	0	Total:	315.17
Total for	GOLD NUGGET PRINTING CO		315.17

HENRY SCHEIN MEDICAL	Medical Supplies	26733	02/19/2024	
			02/27/2024	
PO BOX 7156	HENRYSH		02/19/2024	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	74333599			44.88

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		44.88	0.00

HENRY SCHEIN MEDICAL	Medical Supplies	26734	02/20/2024	
			02/27/2024	
PO BOX 7156	HENRYSH		02/20/2024	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	1408413			102.73

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		102.73	0.00

HENRY SCHEIN MEDICAL	Medical Supplies	26760	02/20/2024	
			03/06/2024	
PO BOX 7156	HENRYSH		02/20/2024	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	77478976			141.72

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		141.72	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

HENRY SCHEIN MEDICAL	Medical Supplies	26735	02/22/2024	
			02/27/2024	
PO BOX 7156	HENRYSH		02/22/2024	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	1409031			61.13

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		61.13	0.00

HENRY SCHEIN MEDICAL	Medical Supplies	26761	02/26/2024	
			03/06/2024	
PO BOX 7156	HENRYSH		02/26/2024	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7156	75215313			20.08

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		20.08	0.00

Check No.	0	Total:	370.54
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Total for	HENRY SCHEIN MEDICAL	370.54
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LIFE ASSIST	Medical Supplies	26762	02/26/2024	
			03/06/2024	
11277 SUNRISE PARK DRIVE	LA		02/26/2024	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95742	1409748			298.03

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		298.03	0.00

LIFE ASSIST	Medical Supplies	26814	03/04/2024	
			03/07/2024	
11277 SUNRISE PARK DRIVE	LA		03/04/2024	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95742	1411934			86.24

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		86.24	0.00

Check No.	0	Total:	384.27
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Total for	LIFE ASSIST	384.27
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MEAN GENE'S GAS	Bulk Fuel Diesel	26801	02/29/2024	
			03/07/2024	
P O BOX 534	MGM		02/29/2024	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				682.92

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-865.00	VEHICLE FUEL & OIL		25.17	0.00
40-30-865.00	VEHICLE FUEL & OIL		25.17	0.00
45-33-865.00	VEHICLE FUEL & OIL		25.18	0.00
50-45-865.00	VEHICLE FUEL & OIL		607.40	0.00

MEAN GENE'S GAS	Bulk Fuel Unleaded	26802	02/29/2024	
			03/07/2024	
P O BOX 534	MGM		02/29/2024	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				2,046.69

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna									
Vendor Name		Invoice Description1	Ref No.	Discount Date					
Vendor Name Line 2		Invoice Description2	PO No.	Pay Date					
Vendor Address		Vendor Number		Due Date				Taxes Withheld	
City		Bank	Check No.	Check Date				Discount Amount	
State/Province	Zip/Postal	Invoice Number						Check Amount	

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-865.00	VEHICLE FUEL & OIL		317.13	0.00
10-41-865.00	VEHICLE FUEL & OIL		164.90	0.00
10-42-865.00	VEHICLE FUEL & OIL		247.71	0.00
10-50-865.00	VEHICLE FUEL & OIL		240.42	0.00
10-60-865.00	VEHICLE FUEL & OIL		2.31	0.00
40-30-865.00	VEHICLE FUEL & OIL		326.66	0.00
45-33-865.00	VEHICLE FUEL & OIL		326.66	0.00
50-45-865.00	VEHICLE FUEL & OIL		60.91	0.00
53-40-865.00	VEHICLE FUEL & OIL		359.99	0.00

MEAN GENE'S GAS	City Hall Heating	26803	02/29/2024		
			03/07/2024		
P O BOX 534	MGM		02/29/2024		0.00
FT JONES	GF	0	00/00/0000		0.00
CA 96032					916.67

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.20	HEATING		916.67	0.00

MEAN GENE'S GAS	Fire Hall Heating	26804	02/29/2024		
			03/07/2024		
P O BOX 534	MGM		02/29/2024		0.00
FT JONES	GF	0	00/00/0000		0.00
CA 96032					77.38

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-840.20	HEATING		77.38	0.00

Check No.	0	Total:	3,723.66
Total for	MEAN GENE'S GAS		3,723.66

MID VALLEY TITLE & ESCROW COMPANY	Facey Foreclosure	26754	02/27/2024		
			03/06/2024		
601 MAIN STREET BOX 3039	MID		02/27/2024		0.00
CHICO	GF	0	00/00/0000		0.00
CA 95928					1,596.26

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
70-35-760.00	PROFESSIONAL & CONTRACT SERVCS		1,596.26	0.00

Check No.	0	Total:	1,596.26
Total for	MID VALLEY TITLE & ESCROW		1,596.26

PACIFIC POWER	625 Howell Shop & Amb	26763	02/23/2024		
			03/06/2024		
PO BOX 26000	PP		02/23/2024		0.00
PORTLAND	GF	0	00/00/0000		0.00
OR 97256-0001					542.53

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-840.10	ELECTRIC		60.29	0.00
40-30-840.10	ELECTRIC		60.28	0.00
45-33-840.10	ELECTRIC		60.28	0.00
50-45-840.10	ELECTRIC		361.68	0.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date		
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date		
Vendor Address	Vendor Number		Due Date	Taxes Withheld	
City	Bank	Check No.	Check Date	Discount Amount	
State/Province Zip/Postal	Invoice Number			Check Amount	
PACIFIC POWER	440 Main City Hall Jan & Feb	26764	02/23/2024		
			03/06/2024		
PO BOX 26000	PP		02/23/2024	0.00	
PORTLAND	GF	0	00/00/0000	0.00	
OR 97256-0001				635.15	
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
10-55-840.10	ELECTRIC		635.15	0.00	
PACIFIC POWER	400 Howell Pool Lites	26765	02/23/2024		
			03/06/2024		
PO BOX 26000	PP		02/23/2024	0.00	
PORTLAND	GF	0	00/00/0000	0.00	
OR 97256-0001				54.80	
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
23-70-840.10	ELECTRIC		54.80	0.00	
PACIFIC POWER	Woodland Fitr Plant	26766	02/23/2024		
			03/06/2024		
PO BOX 26000	PP		02/23/2024	0.00	
PORTLAND	GF	0	00/00/0000	0.00	
OR 97256-0001				16.46	
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
40-30-840.10	ELECTRIC		16.46	0.00	
PACIFIC POWER	448 Main RCD	26767	02/23/2024		
			03/06/2024		
PO BOX 26000	PP		02/23/2024	0.00	
PORTLAND	GF	0	00/00/0000	0.00	
OR 97256-0001				90.36	
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
10-55-840.10	ELECTRIC		90.36	0.00	
PACIFIC POWER	155 Diggles PD	26768	02/23/2024		
			03/06/2024		
PO BOX 26000	PP		02/23/2024	0.00	
PORTLAND	GF	0	00/00/0000	0.00	
OR 97256-0001				234.32	
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
10-40-840.10	ELECTRIC		117.16	0.00	
53-40-840.10	ELECTRIC		117.16	0.00	
PACIFIC POWER	401 Island Sewerplant	26769	02/26/2024		
			03/06/2024		
PO BOX 26000	PP		02/26/2024	0.00	
PORTLAND	GF	0	00/00/0000	0.00	
OR 97256-0001				361.64	
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
45-33-840.10	ELECTRIC		361.64	0.00	
PACIFIC POWER	Streetlights	26796	02/29/2024		
			03/06/2024		
PO BOX 26000	PP		02/29/2024	0.00	
PORTLAND	GF	0	00/00/0000	0.00	
OR 97256-0001				1,259.97	
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved	
29-60-867.00	TRAFFIC SAFETY		1,259.97	0.00	

Check No. 0

Total: 3,195.23

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Vendor Name Line 2		Invoice Description2	PO No.	Pay Date					
Vendor Address		Vendor Number		Due Date				Taxes Withheld	
City		Bank	Check No.	Check Date				Discount Amount	
State/Province	Zip/Postal	Invoice Number						Check Amount	

Total for	PACIFIC POWER	3,195.23
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PEACE OFFICERS LEGAL DEFENSE	PD Officers	26776	03/01/2024		
			03/06/2024		
	PORAC LDF		03/01/2024		0.00
	GF	0	00/00/0000		0.00
	759351				414.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
99-00-217.00	PD DUES		414.00	0.00

PEACE OFFICERS LEGAL DEFENSE	Etna Reserves	26777	03/01/2024		
			03/06/2024		
	PORAC LDF		03/01/2024		0.00
	GF	0	00/00/0000		0.00
	759352				48.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
99-00-217.00	PD DUES		48.00	0.00

Check No.	0	Total:	462.00
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Total for	PEACE OFFICERS LEGAL DEFENSE	462.00
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PEACE OFFICERS RESEARCH ASSOC.	Etna Reserves	26774	03/01/2024		
			03/06/2024		
2940 ADVANTAGE WAY	PORAC		03/01/2024		0.00
SACRAMENTO	GF	0	00/00/0000		0.00
CA 95834-9666	534657				24.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
99-00-217.00	PD DUES		24.00	0.00

PEACE OFFICERS RESEARCH ASSOC.	Etna POA	26775	03/01/2024		
			03/06/2024		
2940 ADVANTAGE WAY	PORAC		03/01/2024		0.00
SACRAMENTO	GF	0	00/00/0000		0.00
CA 95834-9666	534656				192.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
99-00-217.00	PD DUES		192.00	0.00

Check No.	0	Total:	216.00
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Total for	PEACE OFFICERS RESEARCH AS	216.00
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PITNEY BOWES	Qtrly Lease Invoice	26742	02/09/2024		
			02/27/2024		
PO BOX 371887	PITNEY BOW		02/09/2024		0.00
PITTSBURGH	GF	0	00/00/0000		0.00
PA 15250-7887	3106524119				175.38

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		175.38	0.00

Check No.	0	Total:	175.38
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Total for	PITNEY BOWES	175.38
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

PRENTICE, LONG, & EPPERSON	Attorney Fees	26750	02/01/2024	
			02/27/2024	
2240 COURT STREET	PRENTICE		02/01/2024	0.00
REDDING	GF	0	00/00/0000	0.00
CA 96001	6409			875.16

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-780.00	ATTORNEY FEES		875.16	0.00

Check No.	0	Total:	875.16
Total for	PRENTICE, LONG, & EPPERSON		875.16

PURCHASE POWER	Postage	26813	02/25/2024	
			03/07/2024	
PO BOX 856042	PURCHASE P		02/25/2024	0.00
LOUISVILLE	GF	0	00/00/0000	0.00
KY 40285-6042				56.99

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-820.00	POSTAL EXPENSE		56.99	0.00

Check No.	0	Total:	56.99
Total for	PURCHASE POWER		56.99

SABER STITCHING	PD Graphics	26815	03/01/2024	
			03/07/2024	
241 N. 9TH ST.	SABER		03/01/2024	0.00
MONTAGUE	GF	0	00/00/0000	0.00
CA 96064				2,037.75

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-41-875.00	SPECIAL DEPT SUPPLIES & EQUIP		1,018.87	0.00
53-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		1,018.88	0.00

Check No.	0	Total:	2,037.75
Total for	SABER STITCHING		2,037.75

SCOTT VALLEY DISPOSAL	Monthly Trash	26757	02/29/2024	
			03/06/2024	
138 FOREST WALK	SVD		02/29/2024	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				375.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.30	TRASH		125.00	0.00
10-60-840.30	TRASH		125.00	0.00
10-70-840.30	TRASH		125.00	0.00

Check No.	0	Total:	375.00
Total for	SCOTT VALLEY DISPOSAL		375.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SHASTA VALLEY PEST CONTROL	Pest Control Ambulance Bldg.	26755	02/23/2024	
			03/06/2024	
467 SOUTH 7TH ST.	SHASTA		02/23/2024	0.00
MONTAGUE	GF	0	00/00/0000	0.00
CA 96064	2/23/24-9			80.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-760.00	PROFESSIONAL & CONTRACT SERVCS		80.00	0.00

Check No.	0	Total:	80.00
Total for	SHASTA VALLEY PEST CONTROL		80.00

SHN CONSULTING ENGINEERS	Etna SSMP	26744	02/09/2024	
			02/27/2024	
	SHN		02/09/2024	0.00
	GF	0	00/00/0000	0.00
	120231			673.75

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-760.00	PROFESSIONAL & CONTRACT SERVCS		673.75	0.00

Check No.	0	Total:	673.75
Total for	SHN CONSULTING ENGINEERS		673.75

SISKIYOU COUNTY EDC	MOU Feb 2024	26748	02/01/2024	
			02/27/2024	
1512 SOUTH OREGON ST	SCEDC		02/01/2024	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	Feb 24			416.67

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-20-760.00	PROFESSIONAL & CONTRACT SERVCS		416.67	0.00

Check No.	0	Total:	416.67
Total for	SISKIYOU COUNTY EDC		416.67

SISKIYOU COUNTY SHERIFF	1st QTR 2023	26745	02/12/2024	
CIVIL DIVISION			02/27/2024	
305 BUTTE STREET	CIVIL		02/12/2024	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097				5,125.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-762.00	SHERIFF'S CONTRACT		5,125.00	0.00

SISKIYOU COUNTY SHERIFF	2nd QTR 2023	26746	02/12/2024	
CIVIL DIVISION			02/27/2024	
305 BUTTE STREET	CIVIL		02/12/2024	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097				5,125.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-41-762.00	SHERIFF'S CONTRACT		5,125.00	0.00

Check No.	0	Total:	10,250.00
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Vendor Name		Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2		Invoice Description2	PO No.	Pay Date	
Vendor Address		Vendor Number		Due Date	Taxes Withheld
City		Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal		Invoice Number			Check Amount
			Total for	SISKIYOU COUNTY SHERIFF	10,250.00

SISKIYOU TELEPHONE		5256 City Hall	26805	03/01/2024	
				03/07/2024	
P O BOX 157	ST			03/01/2024	0.00
ETNA	GF		0	00/00/0000	0.00
CA 96027					204.60
GL Number	Description	Distribution Line Description		Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE			204.60	0.00
SISKIYOU TELEPHONE		5638 PD Fax	26806	03/01/2024	
				03/07/2024	
P O BOX 157	ST			03/01/2024	0.00
ETNA	GF		0	00/00/0000	0.00
CA 96027					58.78
GL Number	Description	Distribution Line Description		Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE			29.39	0.00
53-40-830.00	TELEPHONE EXPENSE			29.39	0.00
SISKIYOU TELEPHONE		3295 Fire Hall	26807	03/01/2024	
				03/07/2024	
P O BOX 157	ST			03/01/2024	0.00
ETNA	GF		0	00/00/0000	0.00
CA 96027					81.41
GL Number	Description	Distribution Line Description		Invoice Amount	Amount Relieved
10-50-830.00	TELEPHONE EXPENSE			81.41	0.00
SISKIYOU TELEPHONE		3331 Ambulance	26808	03/01/2024	
				03/07/2024	
P O BOX 157	ST			03/01/2024	0.00
ETNA	GF		0	00/00/0000	0.00
CA 96027					281.96
GL Number	Description	Distribution Line Description		Invoice Amount	Amount Relieved
50-45-830.00	TELEPHONE EXPENSE			281.96	0.00
SISKIYOU TELEPHONE		3217 City Hall Fax	26809	03/01/2024	
				03/07/2024	
P O BOX 157	ST			03/01/2024	0.00
ETNA	GF		0	00/00/0000	0.00
CA 96027					50.89
GL Number	Description	Distribution Line Description		Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE			50.89	0.00
SISKIYOU TELEPHONE		3400 PD	26810	03/01/2024	
				03/07/2024	
P O BOX 157	ST			03/01/2024	0.00
ETNA	GF		0	00/00/0000	0.00
CA 96027					253.63
GL Number	Description	Distribution Line Description		Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE			126.82	0.00
53-40-830.00	TELEPHONE EXPENSE			126.81	0.00
SISKIYOU TELEPHONE		3673 Shop Phone	26811	03/01/2024	
				03/07/2024	
P O BOX 157	ST			03/01/2024	0.00
ETNA	GF		0	00/00/0000	0.00
CA 96027					96.75

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-830.00	TELEPHONE EXPENSE		32.25	0.00
40-30-830.00	TELEPHONE EXPENSE		32.25	0.00
45-33-830.00	TELEPHONE EXPENSE		32.25	0.00

Check No.	0	Total:	1,028.02
Total for	SISKIYOU TELEPHONE		1,028.02

TEHAMA TIRE SERVICE INC	PD Tires	26770	12/31/2023	
			03/06/2024	
525 ANTLEOPE BLVD.	TTS		12/31/2023	0.00
RED BLUFF	GF	0	00/00/0000	0.00
CA 96080	00200016068			615.51

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-860.00	VEHICLE MAINTENANCE		615.51	0.00

Check No.	0	Total:	615.51
Total for	TEHAMA TIRE SERVICE INC		615.51

VALLEY TIRE & TACKLE INC.	Fire Truck Tires	26795	03/01/2024	
			03/06/2024	
11211 NORTH HWY 3	VTHS		03/01/2024	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032	60100			1,870.52

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-860.00	VEHICLE MAINTENANCE		1,870.52	0.00

Check No.	0	Total:	1,870.52
Total for	VALLEY TIRE & TACKLE INC.		1,870.52

VERIZON WIRELESS	Monthly Cellular	26756	02/21/2024	
			03/06/2024	
PO BOX 9622	VW		02/21/2024	0.00
MISSION HILLS	GF	0	00/00/0000	0.00
TX 91346-9622				498.93

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.30	CELLULAR		88.08	0.00
10-41-830.30	CELLULAR		88.08	0.00
10-42-830.30	CELLULAR		46.53	0.00
10-60-830.30	CELLULAR		31.70	0.00
40-30-830.30	CELLULAR		31.70	0.00
45-33-830.30	CELLULAR		31.70	0.00
50-45-830.30	CELLULAR		93.06	0.00
53-40-830.30	CELLULAR		88.08	0.00

Check No.	0	Total:	498.93
Total for	VERIZON WIRELESS		498.93

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

XEROX CORPORATION	Lease Charges	26741	02/06/2024	
			02/27/2024	
PO BOX 7405	XEROX		02/06/2024	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7405	020739718			38.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		38.00	0.00

Check No.	0	Total:	38.00
Total for	XEROX CORPORATION		38.00

Total Invoices: 63

Grand Total:	36,029.03
Less Credit Memos:	0.00
Net Total:	36,029.03
Less Hand Check Total:	0.00
Outstanding Invoice Total:	36,029.03

Recap by Department

Department #	Department Name	Amount To Pay	Amount To Relieve
00	General	678.00	0.00
20	City Council	416.67	0.00
25	City Clerk	5,188.24	0.00
30	Water	1,772.46	0.00
33	Sewer	1,741.25	0.00
35	Community Development	1,596.26	0.00
40	Law Enforcement	9,114.21	0.00
41	Police - FJ Station	6,501.90	0.00
42	DOJ GRANT	294.24	0.00
45	Ambulance Services	2,331.90	0.00
50	Fire Prevention	2,278.29	0.00
55	Governmental Buildings	1,966.80	0.00
60	Highways & Streets	1,749.01	0.00
70	Parks & Recreation	399.80	0.00
Grand Total:		36,029.03	0.00

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date					
Vendor Address	Vendor Number		Due Date				Taxes Withheld	
City	Bank	Check No.	Check Date				Discount Amount	
State/Province Zip/Postal	Invoice Number						Check Amount	

AMAZON.COM	Debit: W2 Forms	26778	01/03/2024					
			03/06/2024					
	AMAZON		01/03/2024				0.00	
	EFT	0	00/00/0000				0.00	
00000							52.71	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-870.00	OFFICE SUPPLIES	52.71	0.00					

AMAZON.COM	Debit: Office Supplies	26779	01/04/2024					
			03/06/2024					
	AMAZON		01/04/2024				0.00	
	EFT	0	00/00/0000				0.00	
00000							47.18	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-870.00	OFFICE SUPPLIES	47.18	0.00					

AMAZON.COM	Debit: Receipt Paper Rolls	26784	01/24/2024					
			03/06/2024					
	AMAZON		01/24/2024				0.00	
	EFT	0	00/00/0000				0.00	
00000							67.56	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-870.00	OFFICE SUPPLIES	67.56	0.00					

AMAZON.COM	Debit: Office Supplies	26785	01/25/2024					
			03/06/2024					
	AMAZON		01/25/2024				0.00	
	EFT	0	00/00/0000				0.00	
00000							30.01	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-870.00	OFFICE SUPPLIES	30.01	0.00					

AMAZON.COM	Debit: Dell Toner Cartridge	26790	02/21/2024					
			03/06/2024					
	AMAZON		02/21/2024				0.00	
	EFT	0	00/00/0000				0.00	
00000							138.34	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-870.00	OFFICE SUPPLIES	138.34	0.00					

Check No.	0	Total:	335.80
Total for	AMAZON.COM		335.80

BEST BUY	Debit: Projector	26798	01/22/2024					
			03/06/2024					
	BEST		01/22/2024				0.00	
	EFT	0	00/00/0000				0.00	
00000							379.14	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-875.00	SPECIAL DEPT SUPPLIES & EQUIP	379.14	0.00					

Check No.	0	Total:	379.14
Total for	BEST BUY		379.14

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna					
Vendor Name	Invoice Description1	Ref No.	Discount Date		
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date		
Vendor Address	Vendor Number		Due Date		Taxes Withheld
City	Bank	Check No.	Check Date		Discount Amount
State/Province Zip/Postal	Invoice Number				Check Amount

FORT JONES ACE HARDWARE	Debit: HDMI Cable	26787	02/05/2024		
			03/06/2024		
PO BOX 66599	FJACE		02/05/2024		0.00
SCOTTS VALLEY	EFT	0	00/00/0000		0.00
CA 95067					18.22

GL Number	Description	Invoice Amount	Amount Relieved		
10-25-870.00	OFFICE SUPPLIES	18.22	0.00		

Check No.	0	Total:	18.22
Total for	FORT JONES ACE HARDWARE		18.22

GAIA HOTELS	Debit:City Clerk SCORE Meeting	26799	01/25/2024		
			03/06/2024		
4125 RIVERSIDE PLACE	GAIA		01/25/2024		0.00
ANDERSON	EFT	0	00/00/0000		0.00
CA 96007					109.10

GL Number	Description	Invoice Amount	Amount Relieved		
10-25-735.00	TRAVEL & TRAINING	109.10	0.00		

Check No.	0	Total:	109.10
Total for	GAIA HOTELS		109.10

MECHANICS BANK	CC Adobe Subscription	26800	02/01/2024		
			03/06/2024		
	MECHANIC		02/01/2024		0.00
	EFT	0	00/00/0000		0.00
					239.88

GL Number	Description	Invoice Amount	Amount Relieved		
10-25-750.00	DUES AND SUBSCRIPTIONS	239.88	0.00		

Check No.	0	Total:	239.88
Total for	MECHANICS BANK		239.88

SNIDER ENERGY	Mendes Fuel	26780	01/08/2024		
PACIFIC PRIDE			03/06/2024		
DEBIT	SNIDER		01/08/2024		0.00
	EFT	0	00/00/0000		0.00
					23.69

GL Number	Description	Invoice Amount	Amount Relieved		
53-40-865.00	VEHICLE FUEL & OIL	23.69	0.00		

SNIDER ENERGY	Mendes Fuel	26786	01/30/2024		
PACIFIC PRIDE			03/06/2024		
DEBIT	SNIDER		01/30/2024		0.00
	EFT	0	00/00/0000		0.00
					108.32

GL Number	Description	Invoice Amount	Amount Relieved		
53-40-865.00	VEHICLE FUEL & OIL	108.32	0.00		

SNIDER ENERGY	Mendes Fuel	26789	02/07/2024		
PACIFIC PRIDE			03/06/2024		
DEBIT	SNIDER		02/07/2024		0.00
	EFT	0	00/00/0000		0.00
					18.92

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna								
Vendor Name	Invoice Description1	Ref No.	Discount Date					
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date					
Vendor Address	Vendor Number		Due Date				Taxes Withheld	
City	Bank	Check No.	Check Date				Discount Amount	
State/Province	Zip/Postal	Invoice Number					Check Amount	

GL Number	Description	Invoice Amount	Amount Relieved					
53-40-865.00	VEHICLE FUEL & OIL	18.92	0.00					
SNIDER ENERGY	Mendes Fuel	26791	02/22/2024					
PACIFIC PRIDE			03/06/2024					
DEBIT	SNIDER		02/22/2024				0.00	
	EFT	0	00/00/0000				0.00	
							90.09	

GL Number	Description	Invoice Amount	Amount Relieved					
53-40-865.00	VEHICLE FUEL & OIL	90.09	0.00					
		Check No.	0	Total:			241.02	
		Total for	SNIDER ENERGY				241.02	

STAPLES OFFICE SUPPLIES	Debit: Clerk Toner Cartridges	26788	02/05/2024					
			03/06/2024					
ON-LINE PURCHASE	STAPLES		02/05/2024				0.00	
	EFT	0	00/00/0000				0.00	
							1,821.58	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-870.00	OFFICE SUPPLIES	1,821.58	0.00					
		Check No.	0	Total:			1,821.58	
		Total for	STAPLES OFFICE SUPPLIES				1,821.58	

US BANK CREDIT CARD	City Clerk	26781	01/10/2024					
			03/06/2024					
	USBANK		01/10/2024				0.00	
	EFT	0	00/00/0000				0.00	
							3,390.84	

GL Number	Description	Invoice Amount	Amount Relieved					
10-25-760.01	I.T.	2,615.00	0.00					
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP	74.78	0.00					
25-60-875.00	SPECIAL DEPT SUPPLIES & EQUIP	588.89	0.00					
40-30-875.00	SPECIAL DEPT SUPPLIES & EQUIP	18.69	0.00					
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP	18.69	0.00					
53-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP	74.79	0.00					

US BANK CREDIT CARD	PD Credit Card	26782	01/10/2024					
			03/06/2024					
	USBANK		01/10/2024				0.00	
	EFT	0	00/00/0000				0.00	
							170.65	

GL Number	Description	Invoice Amount	Amount Relieved					
10-40-820.00	POSTAL EXPENSE	10.02	0.00					
10-40-870.00	OFFICE SUPPLIES	136.13	0.00					
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP	24.50	0.00					

US BANK CREDIT CARD	Ambulance Credit Card	26783	01/10/2024					
			03/06/2024					
	USBANK		01/10/2024				0.00	
	EFT	0	00/00/0000				0.00	
							267.86	

GL Number	Description	Invoice Amount	Amount Relieved					
50-45-735.00	TRAVEL & TRAINING	35.00	0.00					
50-45-870.00	OFFICE SUPPLIES	45.84	0.00					
50-45-870.00	OFFICE SUPPLIES	20.91	0.00					

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna					
Vendor Name	Invoice Description1	Ref No.	Discount Date		
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date		
Vendor Address	Vendor Number		Due Date		Taxes Withheld
City	Bank	Check No.	Check Date		Discount Amount
State/Province	Zip/Postal				Check Amount

50-45-880.00	MAINTENANCE & SUPPLIES	17.15	0.00		
50-45-880.00	MAINTENANCE & SUPPLIES	44.24	0.00		
50-45-880.00	MAINTENANCE & SUPPLIES	42.88	0.00		
50-45-880.00	MAINTENANCE & SUPPLIES	61.84	0.00		
US BANK CREDIT CARD	PD Credit Card	26792	02/08/2024		
			03/06/2024		
	USBANK		02/08/2024		0.00
	EFT	0	00/00/0000		0.00
					215.87

GL Number	Description	Invoice Amount	Amount Relieved		
10-40-820.00	POSTAL EXPENSE	10.02	0.00		
10-40-870.00	OFFICE SUPPLIES	42.89	0.00		
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP	78.94	0.00		
10-41-820.00	POSTAL EXPENSE	5.08	0.00		
53-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP	78.94	0.00		
US BANK CREDIT CARD	Ambulance Credit Card	26793	02/08/2024		
			03/06/2024		
	USBANK		02/08/2024		0.00
	EFT	0	00/00/0000		0.00
					997.64

GL Number	Description	Invoice Amount	Amount Relieved		
50-45-735.00	TRAVEL & TRAINING	48.21	0.00		
50-45-735.00	TRAVEL & TRAINING	111.15	0.00		
50-45-860.00	VEHICLE MAINTENANCE	758.56	0.00		
50-45-860.00	VEHICLE MAINTENANCE	6.31	0.00		
50-45-870.00	OFFICE SUPPLIES	38.02	0.00		
50-45-870.00	OFFICE SUPPLIES	27.85	0.00		
50-45-880.00	MAINTENANCE & SUPPLIES	16.14	0.00		
50-45-880.00	MAINTENANCE & SUPPLIES	13.64	0.00		
50-45-880.00	MAINTENANCE & SUPPLIES	-22.24	0.00		
US BANK CREDIT CARD	PWD Credit Card	26794	02/08/2024		
			03/06/2024		
	USBANK		02/08/2024		0.00
	EFT	0	00/00/0000		0.00
					3,472.09

GL Number	Description	Invoice Amount	Amount Relieved		
10-40-860.00	VEHICLE MAINTENANCE	305.20	0.00		
10-50-860.00	VEHICLE MAINTENANCE	191.52	0.00		
10-50-860.00	VEHICLE MAINTENANCE	44.10	0.00		
10-50-860.00	VEHICLE MAINTENANCE	739.31	0.00		
10-60-880.00	MAINTENANCE & SUPPLIES	61.04	0.00		
10-70-880.00	MAINTENANCE & SUPPLIES	61.04	0.00		
23-70-880.00	MAINTENANCE & SUPPLIES	568.54	0.00		
40-30-860.00	VEHICLE MAINTENANCE	305.20	0.00		
40-30-880.00	MAINTENANCE & SUPPLIES	353.91	0.00		
45-33-860.00	VEHICLE MAINTENANCE	183.12	0.00		
45-33-880.00	MAINTENANCE & SUPPLIES	353.91	0.00		
50-45-860.00	VEHICLE MAINTENANCE	305.20	0.00		

Check No.	0	Total:	8,514.95
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Total for	US BANK CREDIT CARD	8,514.95
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INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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City of Etna							
Vendor Name		Invoice Description1	Ref No.	Discount Date			
Vendor Name Line 2		Invoice Description2	PO No.	Pay Date			
Vendor Address		Vendor Number		Due Date		Taxes Withheld	
City		Bank	Check No.	Check Date		Discount Amount	
State/Province	Zip/Postal	Invoice Number				Check Amount	

Total Invoices:	20	Grand Total:	11,659.69
		Less Credit Memos:	0.00
		Net Total:	11,659.69
		Less Hand Check Total:	0.00
		Outstanding Invoice Total:	11,659.69

Recap by Department

Department #	Department Name	Amount To Pay	Amount To Relieve
25	City Clerk	5,518.72	0.00
30	Water	677.80	0.00
33	Sewer	537.03	0.00
40	Law Enforcement	1,077.23	0.00
41	Police - FJ Station	5.08	0.00
45	Ambulance Services	1,589.39	0.00
50	Fire Prevention	974.93	0.00
60	Highways & Streets	649.93	0.00
70	Parks & Recreation	629.58	0.00
Grand Total:		11,659.69	0.00



City of Etna

Agenda Request

Date of Meeting: 3.11.24

Spokesperson(s): City Council

Is this for Discussion ☐ or are you requesting an Action ☒

Subject/Request: Cat TNR Program

Please provide a description of the request and attach supporting documentation:

Discuss and approve dedicating \$5,000 to cover fees for services from Essex Veterinary for the cat spay/neuter program. The dates for the event are March 28th and 29th. Essex Veterinary Services will provide up to \$5,000 worth of services for spaying and neutering feral and domestic cats.

Will there be a financial impact to the City? ☒ Yes ☐ No If Yes, \$ 5,000

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.

Re: Gift of Public Funds Question

Cliff Munson <c.munson@etnaca.com>

Thu 3/7/2024 6:42 PM

To: Pamela Eastlick <p.eastlick@etnaca.com>

I would put it on the agenda and have the attorney's thoughts as backup.

From: Pamela Eastlick <p.eastlick@etnaca.com>

Sent: Thursday, March 7, 2024 1:48 PM

To: Cliff Munson <c.munson@etnaca.com>

Cc: Jenny Bennett <j.bennett@etnaca.com>

Subject: Fw: Gift of Public Funds Question

Cliff, I wanted to check with the City Attorney for clarification on this regarding the spay/neuter program. I'd like to recommend to the council that a 'fee' for services in the amount of \$5,000 be paid to Essex Veterinary. We can amend the City Council budget to take the \$5,000 from the CM line item and move it to Prof. Contract Services. What do you think? Essex really needs a definite answer on what to expect money wise so they can pull this together by the end of the month.

*Pamela Eastlick, CMC
Interim City Administrator
City Clerk/Finance
City of Etna
p.eastlick@etnaca.com*

From: Andrew L. Jared <ajared@chwlaw.us>

Sent: Thursday, March 7, 2024 1:25 PM

To: Pamela Eastlick <p.eastlick@etnaca.com>

Subject: RE: Gift of Public Funds Question

Hello Pamela. It could be done either way. It makes more sense to do it as a fee for providing a service. Scope of work could be on a fee per cat basis, or \$5,000 to do a dedicated clinic where the provider does all of the spay/neuters for all the cats we bring in. I am assuming that code and volunteers would be doing the cat wrangling, and that the clinic's responsibility would be only the veterinary services. After care comes to mind though as a responsibility that should be specified.

If you want to go the donation route, it is not a gift of public funds if the council makes a finding in open session (at a special or regular meeting) that the providing of a gift to a party is of benefit to the community. The slippery slope on this one however is that once we start making such findings, many other organizations suddenly see themselves as providing a benefit to the public with some event.

For that reason, I'd recommend using the veterinary clinic as a vendor and doing this as a fee for services. The scope can be written so that the \$5,000 fee covers it all.

Andrew L. Jared
Colantuono, Highsmith & Whatley, PC
790 E. Colorado, Suite 850 | Pasadena, CA 91101
Direct 213-542-5739 | **Main** 213-542-5700
ajared@chwlaw.us | **Web:** www.chwlaw.us

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From: Pamela Eastlick <p.eastlick@etnaca.com>
Sent: Thursday, March 7, 2024 1:12 PM
To: Andrew L. Jared <ajared@chwlaw.us>
Subject: Gift of Public Funds Question

Good Afternoon, Would it be considered a gift of public funds to use General Fund monies to 'donate' \$5,000 to a local Veterinary Clinic for spay/neuter services? Our code enforcement has identified colony's of feral cats here in Etna. A local Veterinary Mobile Clinic is willing to come and provide these services for a donation of \$5,000. Instead of a donation, can it be called a fee for services? They are planning on doing 80+ cat's in a two day event.

Pamela Eastlick, CMC
Interim City Administrator
City Clerk/Finance
City of Etna
p.eastlick@etnaca.com



City of Etna

Agenda Request

Date of Meeting: 3.11.24 _____

Spokesperson(s): _____

Is this for Discussion ☒ or are you requesting an Action ☐

Subject/Request: Etna Cleanup Days

Please provide a description of the request and attach supporting documentation:

Discuss/Approve Etna Cleanup Days Event scheduled for April 19, 20, 21, 2024. Review draft budget and approve accepting up to \$10,000 from the Department of Transportation to cover costs for the Event.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.

Here is a draft budget for the DOT money and a schedule:

April 18th-20th

Garbage, E-waste, mattress, appliances and metal - 514 N. Hwy. 3

Yard Waste - Next to City yard

We may need to adjust the labor budget if the City wants to have two people covering the event or vice versa.

Do you want to give this to Kristen and see what she says?

Etna Clean Up Event April 19, 20, 21, 2024			
Item	Cost	Units/Hours	Total
40 yard dumpsters	\$ 1,100	3	\$ 3,300
Metal dumpsters	\$ 500	2	\$ 1,000
Subtotal			\$ 4,300
Appliance Removal	\$ 1,500	Contract	\$ 1,500
EWaste Removal	\$ 200	\$2 per unit	\$ 200
Subtotal			\$ 1,700
Labor (1.25 City employees/ 1.25 SRWC employees (billable rate) at 8 hours per day for 3 days, plus one day of clean up -	\$ 50	80	\$ 4000
Subtotal			\$ 4000
Total			\$ 10,000



City of Etna

Agenda Request

Date of Meeting: 3.11.24

Spokesperson(s): City Council

Is this for Discussion ☐ or are you requesting an Action ☒

Subject/Request: Garland IT Contract

Please provide a description of the request and attach supporting documentation:

Discuss and approve IT services proposal from Garland Tech, Inc. for the 2024-2025 fiscal year. The effective date if approved will be March 1, 2024, the contract length is 16 months at a monthly billing rate of \$1,200.

Will there be a financial impact to the City? ☒ Yes ☐ No If Yes, \$ 19,200

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



CITY OF ETNA IT SERVICES PROPOSAL

2024-2025 Fiscal Year



15303 Glenwood Place
Weed, California 96094
Phone: 530-859-0111
Website: <http://www.garlandtech.net>

Tax ID: 47-3120556
CSLB# 1004175
USAC SPIN# 43047958

City of Etna

Thank you for the opportunity to continue to provide you with IT services.

As you'll see from the document below, and attached Appendices, it is our intention to provide your city with superior service through the next year. Here is an outline of the services that we'll provide:

Available technicians:

Garland Tech is a local company, with technicians hailing from Weed, Lake Shastina, and Yreka. We're here to support you in person or remotely by local people.

Workstation and End User Support:

We take a holistic approach to end-user support and asset management. Providing service and support no matter where your employees are and tracking and managing asset lifespan and warranty status. These services include:

- 24/7 support available with remote support, through systems that make sure that someone is always paying attention to your requests
- Support is included for both Apple Mac, Linux and PC-based operating systems
- Critical items, after hours escalated to on-call technicians for onsite or end-user engagement
- Support access through phone, email, desktop or mobile applications
- Complete SLA-driven approach to incident response and remediation
- Best effort support provided for all installed applications*
- Complete patch management for your Windows, Linux and Mac operating systems
- Online knowledgebase of standard operating procedures specific to your company needs
- Workstation lifecycle management and documentation provided from deployment to e-waste
- Tracking and monitoring for compliance of key software application licensing and support
- Event alerting of workstation issues inside our professional services automation platform
- Anti-Virus, malware, and web security and filtering solutions provided with our solution
- Regular management reports & meetings provided for insight into your workstation health and wellness

*Requires service agreement with software vendor and product to be within operational life as defined by vendor.

Thank you again!

Sean Garland – Garland Tech, Inc.

Garland Tech, Inc. History:

Garland Tech, Inc, was founded in 2014, by veteran tech guru Sean Garland. Sean has been working in Siskiyou County as the "go to" technologist for over 30 years. Sean began his technology career in the Bay Area working at a used computer shop, building and revamping computers. After his move to Siskiyou County, he began working for Mountain View Research (MVR). MVR quickly became the premier technology support company in the region, with clients ranging from mom-and-pop accounting offices, to schools, municipalities, and the federal government. Specialties included Novel networking, Microsoft networking, and network cabling.

In 2000 Sean moved to Aiello, Goodrich and Teuscher (AGT), in Mount Shasta, where he continued to hone his skills and expertise. During the four years working at AGT, Sean's name and reputation continued to climb. There wasn't a business in the county, that Sean hadn't supported, and word of mouth advertising was all that was needed to keep the small IT consulting shop bustling. During this time, Sean picked up Microsoft certifications, as well as a dozen other minor certifications, in Microsoft servers and networking, as well as cabling installations. This is also when Sean became a qualifier on a California C7 contractor's license allowing AGT and Sean to design, install and manage network cabling jobs.

In 2004 Sean, with the owners of AGT, formed Siskiyou Technology Consultants. STC was the north state and southern Oregon leader for close to 10 years. STC merged with Acme Computer, a new local competitor, in late 2009. This brought additional resources and staffing, as well as economies of scale to allow larger and more complex installations. During the years Sean was involved with STC, he gained industry recognition for wireless, and surveillance, even being involved in a national ad campaign with one of the leading vendors in this vertical market. Sean also attained his Cisco certification and several other minor certificates related to small business networks and Microsoft.

Since leaving STC in 2013, Sean has remained tuned into technology. Continuing his previous successes, and leveraging industry connections and vendors, Sean has continued his successful career with his current endeavor, Garland Tech, Inc.

Garland Tech, Inc. has already become recognized as a technology leader in the area. Focusing mainly on commercial operations, Garland Tech, Inc. is uniquely aware of the challenges companies face. With over 25 years of technical expertise in a wide array of subjects, and a combined 100 plus years knowledge utilizing technology partners and vendors, there are few IT firms with the breadth of knowledge or ability. Garland Tech, Inc. has already installed hundreds of wireless devices, network bridges, and collectively manages over 1000 network devices. Clients range from small offices with single access points, to RV parks, and heavy industrial/"co-gen" power plants.

Sean Garland, Owner, Founder, Engineer - Garland Tech, Inc.

PREMIER SERVICES AGREEMENT

Client: City of Etna

Primary Service Address: 442 Main St, Etna, CA 96027

Term of Agreement: Typically, 12 months commencing on the 1st of July 2024 ("Start Date") and ending on the last day of June, 2025. Happy to start this on March 1st as we're ahead of next year technically.

Scope of Included Services: See attached exhibits.

Monthly Base Rate: See Exhibit C for a detailed breakdown. Rates will change at the beginning of the month following the addition of any components within Exhibit C or other addendums.

1. Engagement: Client hereby engages Garland Tech, Inc. ("Consultant") for the initial term set forth above, to provide services in support of Client's computer, electronic and information technology systems ("IT Services") located at the Service Address identified above. Upon expiration of the initial term, and upon expiration of each successive term, this Agreement shall be automatically renewed and extended for an additional term equal to the original unless one of the parties hereto serves notice upon the other of intent not to renew the Agreement at least thirty days prior to the renewal date.

2. Scope of Included Services: Consultant will perform IT Services included within the Scope of Included Services, as required, during the term of this Agreement. Consultant will decide whether to perform IT Services at the Service Address or off-site. Client agrees not to make unreasonable requests for services. See Exhibit A.

3. Pricing, Additional Services: The Monthly Base Rate set forth below covers the cost of IT Services coming within the Scope of Included Services in addition to addendums, if any, to this document. Charges for additional services such as "Project Type" work, requested or required by Client will be determined by agreement of the parties or, in the absence of agreement, will be charged at Consultant's standard rates in effect at the time service is provided or adjustments to standard rates if defined in Exhibit C. The Base Rate does not include the cost of any hardware, software, equipment, or supplies or any out-of-pocket expenses incurred by Consultant unless specifically identified as included in the Exhibits or in an addendum.

4. Payment, Suspension or Termination of Services: Payment of the Monthly Base Rate is due on or before the **first day of each month** during the term of this Agreement and shall be considered delinquent if unpaid within five (5) days of the due date. Client shall pay invoices for any additional amounts due to Consultant within ten (10) days after receipt. Consultant shall have the right to suspend the performance of IT Services, or to terminate this Agreement, if Client fails to make payment within the time permitted for doing so under this Agreement. Client shall have the right to, at their discretion, terminate this Agreement in the event that Consultant fails to meet the Required Performance Standard established by the Service Guarantee described in Exhibit B; provided, however, that Client shall not terminate this Agreement pursuant to this provision without first giving Consultant written notice of deficiencies in performance and a reasonable opportunity (not less than 30 days) to meet and maintain the Required Performance standard.

5. Price Adjustments: Consultant shall have the right to propose an adjustment to the Monthly Base Rate, as provided on Exhibit C, in the event of equipment purchases, substantial changes in the demand for IT Services initiated by Client, material increases in costs to Consultant, or if Client's demand for IT Services during any twelve-month period during the term of this Agreement should exceed the Adjustment Threshold. When an adjustment occurs, an addendum detailing the change will be signed by both parties and attached to this contract.

6. Tangible Property Rights: Authorization to use any software or hardware provided by Consultant to the Client provides a personal, non-exclusive, limited, non-transferable and temporary license. All rights are reserved. The Client may not re-publish, transmit, distribute, sell, lease, sublet or make any unauthorized use of Consultant property. Modification of such materials or the use of such materials for any purpose not authorized by Consultant is prohibited. Client agrees to act in good faith and maintain in good physical and working order any hardware, software or other tangible items belonging to Consultant that are installed, lent to, leased to, or for any other reason in possession by Client or Client personnel. In the event of damage, theft, modification, defacing, loss of, or any other acts considered beyond what would be considered "normal wear" the Client will be responsible reimbursing Consultant for repair and/or replacement of such material in an amount determined by Consultant to be "fair market value" and will be due immediately at any time requested by Consultant.

7. Ownership of Work Product: Any (a) work of authorship fixed in any tangible medium that is the subject matter of a copyright or potential application for registration therefore (including, but not limited to, object code and source code), (b) unpatented inventions, including but not limited to, physical parts or components, processes, techniques, programs or methods, (c) non-trademarked or non-service-marked distinctive symbols, pictures or words, (d) hardware or software provided by Consultant for use by Client (e) trade secrets, or (f) any other copyrightable, patentable and/or trademarkable intellectual property rights, whatsoever, associated with any ideas, symbols, marks, phrases, writings, drawings, inventions, machines, designs, concepts, techniques, methods,

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Initials

know-how, processes or works of authorship developed or created by: (i) Consultant and/or Consultant Personnel; and/or (ii) through collaborative efforts of Consultant (including Consultant Personnel) and Client and/or any director, officer, shareholder, member, manager, employee, agent, independent contractor or representative of Client ("Client Personnel") during the term of this Agreement (collectively, the "Work Product") shall belong to Consultant; provided that Client shall retain a perpetual, non-exclusive, royalty-free license to use the Work Product in its day to day business operations so long as Client does not disclose, sell or assign, in any capacity, its rights in said Work Product, to any third party (including Consultant Personnel and Client Personnel) without the express, written consent of Consultant, which consent may be withheld. Upon request of Consultant, Client shall, if necessary, take such actions, and shall cause Client Personnel to take such actions, including execution and delivery of any and all instruments of conveyance, necessary to grant title in and to the Work Product to and in the name of Consultant.

8. Non-Diversion: Client agrees that during the term of this Agreement and for a period of 30 days following the termination of this Agreement, Client will not recruit or hire any employee, agent, representative or subcontractor of the Consultant ("Consultant Personnel"), nor will Client directly or indirectly contact or communicate with Consultant Personnel for the purpose of soliciting or inducing such Consultant Personnel (a) to accept employment with, or perform work for any person, firm, or entity other than Consultant; or (b) to provide services to Client or any other person, firm or entity except as an employee or representative of the Consultant. Client agrees that, in the event of a breach or threatened breach of this provision, in addition to any remedies at law, Consultant, without posting any bond, shall be entitled to obtain equitable relief in the form of specific performance, a temporary restraining order, a temporary or permanent injunction or any other equitable remedy which may then be available.

9. Disclaimer of Warranties: To the fullest extent permitted by law, Consultant disclaims all warranties, express, implied, or statutory, including, but not limited to, implied warranties of title, non-infringement, merchantability, and fitness for a particular purpose. Consultant does not warrant that use of software, hardware, services or any other products furnished by Consultant will be uninterrupted, error-free, or secure, that defects will be corrected, or that products or the server(s) to which access is provided are free of viruses or other harmful components.

10. Limitation of Liability: In no event shall Consultant be liable to the Client or any other party for any special, exemplary, incidental, consequential, or direct damages, including but not limited to lost profits, whether arising out of contract, tort, strict liability or otherwise. In no way is Consultant responsible for any damages to the Client or any other party including but not limited to lost profits due to; data loss, the unavailability of or malfunctioning of any equipment, software, or service, whether provided by Consultant or any party representing Consultant or otherwise. Consultant shall not be liable to Client for any failure or delay caused by events beyond Consultant's reasonable control, including, without limitation, Client's failure to furnish necessary information, sabotage, failures, theft or delays in transportation or communication, failures or substitutions of equipment, labor disputes, accidents, shortages of labor, fuel, raw materials, equipment, technical failures, accessibility to work site, acts of God, or any other reason.

11. Actions: No action, regardless of form (including in contract, tort or otherwise), arising in connection with the performance of this Agreement may be brought by either party more than one (1) year after the date of the occurrence on which the action is based.

12. Good Faith: The parties hereto expressly assume an obligation to act in good faith toward one another in the performance of their obligations under this Agreement

13. Access: Client agrees to maintain, where required, a full time, dedicated Internet connection and to allow the Consultant access to the Client's network via that Internet connection. Client agrees to allow the Consultant employees or subcontractors access to its facilities in order to perform services under this Agreement. Client agrees to allow the Consultant access to the covered equipment. Facility access may be denied for any reason at any time, however if access to facilities is denied, the Client understands the Consultant may be unable to perform their duties adequately and if such a situation should exist, the Consultant will be held harmless. In the case of the Client residing in a facility with access controlled by a third party, the Client is responsible for obtaining proper and adequate permissions for the Consultant to enter and operate on the premises designated as the Client's work area. Client agrees to allow the Consultant to load any necessary management software on their systems. Client agrees to furnish the Consultant with Administrator-level password access for all covered equipment and servers, where necessary. The Consultant agrees not to prevent Client from accessing any equipment owned by the Client or Consultant.

14. Limitations of Technology: The Client acknowledges that technologies are not universally compatible, and that there may be particular services or devices that the Consultant may be unable to monitor, manage, or patch. The Consultant agrees to inform the Client when such a situation arises. The Client agrees to correct the situation if applicable, and to hold the Consultant harmless in any case. Patches and antivirus definitions are distributed by their respective software vendors, and as such, the Consultant has no direct control over the effectiveness or lack thereof of the software being applied. The Consultant shall not be held responsible for interruptions in service due to patches released by software vendors.

15. Authority: Client signatory represents and warrants that it has full corporate power and authority to execute this Agreement to bind their company. Only individuals with title of Chief Executive, Chief Financial Officer, Owner or any person designated by any of those individuals shall have power and authority to bind Client.

16. Miscellaneous: This instrument, with attached exhibits, contains the entire agreement of the parties and supersedes any previous agreement on the same subject matter between them. No amendments or variations of the terms and conditions of this agreement shall be valid unless the same is in writing and signed by all parties hereto. Consultant is an independent contractor and nothing herein shall be construed as inconsistent with that relationship or status. If any one or more of the provisions contained in this Agreement is for any reason held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the other provisions hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had not been contained herein. The headings contained herein are for convenience of reference only and are not to be used in interpreting this agreement. This agreement shall be construed and enforced pursuant to the laws of the State of Ohio. This agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one document.

Exhibit A

What We Cover

General	Included
Warranty Status	Included
Hardware & Software Details	Included
Unauthorized Software	Included
Network Mapping	Included
Vendor Contacts/Procurement of Hardware	Included
Engineer Solutions	Included
Network Coverage	
Firewall & Wireless Access Device Management	Included
Network Connections	Included
Mobile device Setup (including Chromebooks)	Included
Network Performance Monitoring	Included
Printer Management & Monitoring (SNMP Enabled Printers Only)	Included
Help Desk Support (Remote and On-Site)	
During Hours Remote Support	Included
Emergency After Hours Remote Support	Included
During Hours On-Site Support	2 hr charge
After Hours On-Site Support	2 hr charge

What Is Included For Workstations

Workstation Services	Premier Services
- Security - Antivirus Software Definition Monitoring - Windows Patch Management - Support Software Updates (Adobe Reader, Microsoft Office, etc...) - Hardware Tampering Detection (where available by hardware)	Included
- Performance - Low Memory Detection - High CPU Usage Detection - Unauthorized Software Removal - Critical Server Monitoring	Included
- Proactive Reliability - Hard Drive Error Monitoring - Hard Drive SMART Stats Monitoring - Hard Drive Free Space - Hardware/Software Raid Failure Monitoring - Windows File Corruption - Bad Process Detection	Included

Exhibit A

What Is Included For Servers

Server Monitoring & Administration	Premier Services
• Security ○ Antivirus Software Definition Management ○ Expired Passwords Monitoring ○ Windows Patch Management ○ Support Software Updates ○ Hardware Tampering Detection	Included
• Performance ○ Low Memory Detection ○ High CPU Usage Detection ○ Startup/Background Processes ○ Unauthorized Software Removal ○ Critical Service Monitoring and Remediation	Included
• Proactive Reliability ○ Hard Drive Error Monitoring ○ Hard Drive SMART Stats Monitoring ○ Hard Drive Free Space ○ Hardware/Software Raid Failure Monitoring ○ Windows File Corruption ○ Bad Process Detection ○ SQL Database Availability	Included
• Administration ○ Email Management and Updates ○ User Updates (Removal/Addition) ○ Active Directory Administration ○ Remote Desktop Services ○ Other Server Services (DHCP, DNS, Printers, etc.)	Included

Exhibit A

What Is Not Included

Client agrees that the following is not included as covered in this agreement. This page is for reference only.

“Project / Cabling Work” Defined as any service designated to add or increase functionality or capacity; in other words, any work that is not designed to support existing systems or persons. Projects are outside the scope of this agreement and as such will be quoted and invoiced separately. Project / Integration work will be identified to The Client as such before any work is performed.

“Line of Business Applications” Defined as applications such as custom accounting packages, CRM software, ERP software, etc. that are not specifically mentioned herein fall outside the normal purview of this Agreement. Reasonable attempts will be made to correct connectivity issues to such applications; however problems specific to the application configuration or network problems caused by the applications are excluded. Police Video systems, MS Office, and RIMS **ARE** covered.

“Hardware Replacement Cost” Defined as the cost associated with hardware replacement falls outside this agreement. Hardware replacement can take the form of warranty, extended warranty, manufacturer’s support contract, on-site spares, or purchases as needed. Hardware replacement options will be discussed as part of the Audit deliverables to be sure an appropriate hardware strategy exists for all critical equipment. We do our best to align with industry vendors that provide the most cost-effective equipment, and generally the City would purchase directly

“Onsite Visits and Support” Due to the overall distance to your locations, we will require a 2-hour charge for all onsite visits. This is to cover our fuel and travel costs. There will not be regular hours on the invoice other than the 2 hours for travel. Regular onsite hours are included in the contract time.

“Microsoft Office/Azure licensing” Microsoft licensing and services will be invoiced separately, above the contract monthly price.

Exhibit B

Service Guarantee

Consultant will provide all customary, scheduled, and routine services required under this Agreement in a reasonably prompt and timely manner. In addition, Consultant shall meet or exceed the following requirements in responding to specific requests for service:

Trouble	Priority	Response Time	Resolution Time	Escalation Threshold
Critical Emergency (Service not available all users and functions unavailable – 6am to midnight or best effort).	1	Within 1 hr	ASAP –Best Effort	2 hours
Urgent (large number of users or business critical functions affected)	2	4 Hrs	ASAP –Best Effort	8 hours
High (Limited degradation of service, limited number of users or functions affected, business process can continue)	3	Within 24 business hours	ASAP –Best Effort	48 hours
Normal (Small service degradation, business process can continue, one user affected)	4	Within 48 business hours	ASAP –Best Effort	96 hours
Low Priority (Maintenance needed, no noticeable degradation to any users)	5	Next Time	Not Applicable	Not Applicable

Value Added Items*	Premier Services
Virus Free Network	Included
99.99% Up-Time (See Definition Below)	Included
Guarantee Against Duplicated Billing	Included
99.99% Up-Time on Internal Email Systems (if applicable)	Included
Guarantee That Remote Access Systems Always Work	Included
Guarantee Satisfaction	Included
Guarantee Against Firewall Intrusion	Included

Disclaimer

* “**Value Added Items**” Consultant does not guarantee that these things will not happen. Consultant does guarantee that if these things do happen, you’ll never have to pay to remediate the issue when the cause is due to a failure on the Consultant’s part to prevent the problem.

Exhibit C

Pricing Agreement

SUPPORT AGREEMENT / BILLING INFORMATION			
Contract Date:	3/1/2024	Bill To:	
Customer:	CITY OF ETNA	Billing email:	
Primary Contact:	Pamela Eastlick	Phone	
PO #		Fax:	
Effective Date:	3/1/2024	Payment Terms:	
Renewal Date:		Billing Cycle:	Monthly
Contract Length:	16 months	Monthly Billing Amount:	\$1200
Account Mgr:	Sean Garland	New Contract / Add on:	New Contract
Contract Type:	Fixed Price, prepaid	Contract Number:	
Coverage Limits:			

DEVICES COVERED IN THIS AGREEMENT	Qty
Laptop (Monitoring Capabilities Dependent on Connections to Internet)	All
Client's Locations	All
Windows Application Server (Remote Desktop)	All
Windows Servers w/ Exchange, File Server Capabilities, RIMS, etc...	All
Workstations	All

SUPPORT COVERED	Costs
Remote PC Management/Help Desk (8am-5pm M-F)	Included
Remote Network Management (8am-5pm M-F)	Included
Remote Server Management (8am-5pm M-F)	Included
24x7x365 Network Monitoring	Included
Lab Labor (8am-5pm M-F)	Included
Vendor Management (8am-5pm M-F)	Included
On-Site Backup Management	Included
On-Site Support (8am-5pm M-F)	2 Hr Charge
Emergency Support	Included
Misc Notes: We also include cloud backup , for the "server" housed at City Hall (Fundbalance).	
*Defined as an I.T. related situation that renders the Client's entire site down or unable to operate. **We will give all attempts at supporting this equipment our "Best Effort" but it will be excluded from any Service Level Agreement.	

Signature Page:

Customizations to this document:

Garland Tech, Inc.

By: 
(Signature)

Name: Sean Garland

Title: Owner

Date: 3/1/2024

City of Weed, City Administrator

By: _____
(Signature)

Name: _____

Title: _____

Date: _____



City of Etna

Agenda Request

Date of Meeting: 3-11-2024

Spokesperson(s): Joshua E. Short

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Allocation of Officer Wellness grant

Please provide a description of the request and attach supporting documentation:

Approve the expenditure of Officer Wellness grant monies received by the State of California to alleviate stresses and PTSD issues which police officers experience on a day to day basis. While open to the needs of each individual police department, the most common expenditures are fitness, medical, and mental detoxification related. I.E. fitness equipment, cancer screening opportunities, and decompression rooms. I seek the approval of the expenditure of the \$15,000 received by the state last year to accommodate the departments needs. City Clerk/City Manager, Pam Eastlick has been facilitating the required reporting process for this grant.

Will there be a financial impact to the City? ☒ Yes ☐ No If Yes, \$ 15,000

Please describe:

No actual cost to the city will be incurred due to the funding coming entirely from the officer wellness grant.

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



City of Etna

Agenda Request

Date of Meeting: 3-11-2024

Spokesperson(s): Joshua E. Short

Is this for Discussion ☒ or are you requesting an Action ☒

Subject/Request: Lease Purchase of patrol vehicle

Please provide a description of the request and attach supporting documentation:

I am seeking approval of a 4th and final patrol vehicle which was discussed at a previous special meeting. We have received and up-fitted two used patrol vehicles to replace outgoing/outdated patrol vehicles. With the addition of a 4th patrol vehicle, the pd would officially have replaced all old police vehicles which are beginning to experience additional maintenance and coming to end of life. This will keep the PD up-fitted with the necessary vehicles for all police department staff/future officers and equipped for the future.(10+years) This will be a lease/purchase meaning at the end of the lease cycle the vehicle will be owned and retained by the City of Etna. The lease will also incorporate complete up-fitting and registration if needed as the previously approved patrol vehicle. Replaced police vehicles will be sold as is(4-5)through the procurement process providing additional income to assist in paying for new vehicles or back into general fund dependent on the councils wishes.

Will there be a financial impact to the City? ☒ Yes ☐ No If Yes, \$ 70,000 over 5 years

Please describe:

COPS monies rolled over from previous years in additional to grant and Ft. Jones contract allocations will contribute to the funds provided to cover the cost of the vehicle. This will be paid over 3-5 years with no penalty for early payoff.

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



City of Etna

Agenda Request

Date of Meeting: 3.11.24

Spokesperson(s): City Council

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Quarterly Amended Pool Budget

Please provide a description of the request and attach supporting documentation:

Discuss and approve 23/24 quarterly amended budget for the Pool Fund.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.

Fund 23: Pool	23-24 Adopted	23-24 Amendments +/-	23-24 w/Amendments	23-24 July-Dec.	%
Total Revenues	215,831	(63,460)	152,371	12,437	
Total W/O Grant	18,831	17,000	35,831	12,437	
Total Expenditures	169,435	(556)	197,152	50,885	
Total W/O Grant	81,168	(556)	80,612	50,132	
Total Over/Under	46,396	(62,904)	(44,781)	(38,448)	
Total Over/Under W/O Grant	(62,337)	17,556	(44,781)	(37,696)	
Revenue					
570.00 Special Event Pool Rental	\$ 2,000		\$ 2,000	1,490	75%
574.00 Fundraising		15,000	\$ 15,000	2,631	18%
576.00 Swimming Lessons/Classes	\$ 3,000	1,000	\$ 4,000	3,120	78%
579.00 Snack Shack Revenue	\$ 6,000	1,000	\$ 7,000	5,196	74%
605.10 Prop. 68	\$ 197,000	(80,460)	\$ 116,540		0%
610.00 Contributions	\$ 200		\$ 200		0%
Reimbursable	\$ 2,631		\$ 2,631		0%
690.00 Transfer in	5,000		\$ 5,000		0%
Total W/O Grant	18,831	17,000	35,831	12,437	35%
Total	215,831	(63,460)	152,371	12,437	8%
Expenditures					
701.00 Salaries Regular	4,710		4,710	2,371	50%
702.00 Salaries OT			-	71	
703.00 Salaries PT	32,388	3500	35,888	23,682	66%
710.00 Ss/Mc Tax Expense	2,838		2,838	2,029	71%
715.00 Pers Retirement	989		989	464	47%
716.00 457 Retirement	175		175	33	19%
720.00 Health Insurance	1,033		1,033	163	16%
721.00 Health Allowance	472	500	972	467	48%
725.00 SCORE W/C Liability	7,947		7,947	3,995	50%
730.00 Sui Tax Expense	800		800	580	73%
735.00 Travel & Training			-		
745.00 SCORE Liability	771	2744	3,515	3,535	101%
748.00 Property Insurance	5,084		5,084	5,080	100%
760.00 Professional & Contract Servc	400	-300	100	27	27%
785.00 Property Taxes	180		180	170	95%
790.00 License & Permits	400		400	95	24%
800.00 Advertising	1,000	-700	300		0%
830.00 Telephone Expense	600		600	263	44%
840.10 Electric	5,000	1000	6,000	3,641	61%
840.20 Heating	4,000		4,000	1,319	33%
840.30 Trash	400		400	250	63%
870.00 Office Supplies			-		
873.00 Snack Shack Supplies	300	-300	-		
875.00 Special Dept Supplies & Equip			-		
877.00 Chemicals	10,000	-7000	3,000	1,196	40%
880.00 Maintenance & Supplies	1,200		1,200	223	19%
881.10 Prop 68-Grant Exp.	88,267		116,540	753	1%
990.00 Calpers Unfunded Liab	481		481	477	99%
Total W/O Grant	81,168	(556)	80,612	50,132	62%
Subtotal	169,435	(556)	197,152	50,885	26%