

AGENDA
Regular Meeting
November 6, 2026
5:30PM

Dial in Number: 712-432-3900 – Conference id: 419973 #

If you are unable to attend in person, join the meeting by dialing the number listed above and entering the Conference ID No.

1. Call to order the regular meeting of October 6, 2026.
2. Pledge of Allegiance
3. Approval of September 15, 2026, regular meeting minutes. Discussion/Action.
4. Approval of September 21, 2026, special meeting minutes. Discussion/Action.
5. Approval of the payments of bills. Discussion/Action.
6. Comments from the public.

This is the time set aside for citizens to address the Council on matters not on the agenda. Comments should be limited to matters within the jurisdiction of the Council. If your comment concerns an item on the agenda, please address the Council after that item is open for public comment. By law, the Council cannot discuss or act on matters that are not on the agenda. The mayor reserves the right to limit the duration of each speaker to three (3) minutes. Speakers may not give their time to others.

7. Discussion and approval of the City of Tulelake 2026 master fee schedule. Discussion/Action. (City Hall Administrator)
8. Discussion about nuisance abatement of Siskiyou Street & B Street. Discussion/Action. (City Hall Administrator)
9. Discussion about unpaid utility bills. Discussion/Action. (City Administrative Clerk)
10. Review and approval of Change Order #1 for the 2026 Street Improvements project for the 2022 STIP grant. Discussion/Action. (Chief Resilience Officer)
11. Review and approval of Change Order #9 for Shasta Services, Inc. DBA Timberworks for the Small Communities Drought Relief Program grant. (Chief Resilience Officer/Director of Public Works)
12. Review and approval of FY 2026-2027 Grants Budget. (Chief Resilience Officer)
13. Review and approval of Award of the Permanent Local Housing Assistance, Round 5, 22-PLHA-17892 Contract of \$45,148. (Chief Resilience Officer)
14. Review and approval of Budget Amendments for the FY 2026-2027 Grants Budget. (Chief Resilience Officer)
15. Department Head updates. Discussion/Action.
 - a. Chief of Police, Tom Hoy
 - b. City Hall Administrator, Aissa Martinez
 - c. Director of Public Works, Jose Perez

COMMENTS FROM ADMIN AND STAFF:

16. Comments from Library Branch Manager (Kailee Wood)
17. Comments from City Treasurer (Sara Luscombe)
18. Comments from City Clerk (Anna Perez)

19. Comments from Chief Resilience Officer (Jenny Coelho)
20. Comments from Council Member Margie Cordonier
21. Comments from Council Member Patty Taylor
22. Comments from Mayor Pro Tem Penny Velador
23. Comments from Council Member Teresa Williams
24. Comments from Mayor Tom Cordonier
25. Adjournment

Meetings are held in the Council Chambers at City Hall located at 591 Main Street, Tulelake, CA 96134.

Parties with a disability as provided by the American Disabilities Act who require special accommodations or aids to participate in a public hearing should make the request to City Hall Staff at least 48 hours prior to the meeting.

The City Attorney, Margaret Long, may appear by telephone from 2240 Court Street, Redding, CA 96001 (530) 691-0800.

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
September 15, 2026 - 5:30PM

Mayor Tom Cordonier called the meeting to order at 5:29PM. Mayor Pro Tem, Penny Velador and Council Member Teresa Williams were present. Also in attendance were Chief Resilience Officer, Jenny Coelho; Director of Public Works, Jose Perez; City Hall Administrator, Aissa Martinez; City Clerk, Anna Perez and Chief of Police, Tom Hoy.

APPROVAL OF SEPTEMBER 1, 2026, REGULAR MEETING MINUTES

Mayor Cordonier made a motion for the approval of September 1, 2026, regular meeting minutes. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-146)

APPROVAL OF SEPTEMBER 1, 2026, SPECIAL MEETING MINUTES

Mayor Pro Tem Velador made a motion for the approval of September 1, 2026, special meeting minutes. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-147)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Cordonier asked City staff if they had received the receipts needed to pay the credit card bills. Mayor Cordonier made a motion to approve paying the bills as presented. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-148)

COMMENTS FROM THE PUBLIC

No comments.

APPROVAL OF RESOLUTION NO. 26-20 FOR A STATE WATER RESOURCES CONTROL BOARD GRANT TO SUBMIT A CONSTRUCTION APPLICATION AND DESIGNATE AUTHORIZATION FOR UPGRADING THE WATER SYSTEM WITH WATER STORAGE TANKS, TULELAKE WATERLINE REPLACEMENT, METER REPLACEMENT, AND BACKFLOW PREVENTION FOR THE CITY OF TULELAKE

Chief Resilience Officer Jenny mentioned that the application is intended to cover everything discussed above. She will have more information available for the next meeting on October 6th. This is only to get permission to apply for the grant. Mayor Pro Tem Velador made a motion to approve Resolution No. 26-20 for a State Water Resources Control Board Grant to submit a construction application and designate authorization for upgrading the water system with water storage tanks, Tulelake waterline replacement, meter replacement, and backflow prevention for the City of Tulelake. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 26-149)

REVIEW AND APPROVAL OF LEAD APPLICANT COMMITMENT LETTER FOR THE COMMUNITY RESILIENCE CENTER IMPLEMENTATION GRANT FOR THE TULELAKE CULTURAL VISITOR CENTER

Chief Resilience Officer Jenny commented that this is one of the grant requirements. Mayor Cordonier made a motion for approval of Lead Applicant Commitment letter for the Community Resilience Center Implementation Grant for the Tulelake Cultural Visitor Center. Mayor Pro Tem seconded the motion. All votes were aye. Motion carried. (Motion 26-150)

REVIEW OF QUOTES AND POSSIBLE APPROVAL OF A QUOTE FOR FIXING CITY HALL GENERATOR

Chief Resilience Officer Jenny reported that approximately one year ago, someone came out to provide a quote for repairs to the City Hall generator, but the City never received the quote. Peterson has provided a quote in the amount of \$3,400. Jenny noted that the City has a credit card that could be used to pay for the repairs. Mayor Cordonier asked whether the City has sufficient funds available to make the payment. Mayor Pro Tem Velador asked how frequently the generator is used. City Hall Administrator Aissa stated that the generator is not used very often. Jenny noted that the generator is a 1987 model and expressed concern that the City may experience a severe winter. Director of Public Works Jose stated that he services his own generators and noted that the City Hall generator needs new solenoids and a starter. Mayor Pro Tem Velador stated that, given the City's current financial situation, she would prefer to wait before proceeding with the repairs. Mayor Cordonier made a motion to not approve the quote to fix the City Hall generator. Instead, have Chief Hoy's dad look at it. Council Member Williams seconded the motion. Motion carried. (Motion 26-151)

REQUESTING TO AMEND THE GENERAL FUND TULELAKE POLICE DEPARTMENT AND THE COPS GRANT BUDGETS DUE TO GENERAL FUND BUDGET DEFICIT

This item was tabled.

Chief of Police: Tom Hoy reported that he has been doing considerable planning and thinking about ways to assist the General Fund. He requested that a committee be formed to discuss potential options and strategies. Hoy also reported that Jesse Alonso has been moved to reserve status. He noted that it had been a long weekend and stated that he would like to get Oscar through training.

City Hall Administrator: No comments.

Director of Public Works: Jose Perez reported that he is going to start potato harvest next week and will be in and out. He knows that the City is going through rough times and we must go through them together, and no one

should be going behind no one's back talking about each other.

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 6:21PM. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-152)

Tom Cordonier, Mayor

Attest:

Anna Perez, City Clerk

MINUTES
Special Meeting
TULELAKE CITY COUNCIL
September 21, 2026 - 5:00PM

Mayor Tom Cordonier called the meeting to order at 5:00PM. Mayor Pro Tem, Penny Velador and Council Members, Margie Cordonier, Patricia Taylor and Teresa Williams were present. Also in attendance were Director of Public Works, Jose Perez; City Hall Administrator, Aissa Martinez; City Clerk, Anna Perez; Finance Director, Whitney Cantrell; Chief of Police, Tom Hoy and Chief Resilience Officer, Jenny Coelho. City Auditor, Charles Pillon, was present via phone.

COMMENTS FROM THE PUBLIC

Janice Woodhouse mentioned that she owns Stateline Scales. She questioned why there are three people in the garbage truck when it goes to be weighed. She also questioned why a husband and wife are signing checks. She said they need to make sure Chief Hoy is funded and stated that she believes everyone there stands behind her.

REQUESTING TO AMEND THE GENERAL FUND TULELAKE POLICE DEPARTMENT AND THE COPS' GRANT BUDGETS DUE TO GENERAL FUND BUDGET DEFICIT

Chief of Police Hoy began by thanking everyone for their support. He explained that no one is proposing to defund the Police Department. Rather, the City is reviewing and trimming all department budgets to rearrange and manage the funds remaining in the City's budget. City Auditor Pillon stated that he would walk everyone through the budget spreadsheet and then answer questions. He explained that the top portion of the spreadsheet shows what is occurring within the General Fund. Police Department expenses are paid from the General Fund. Beginning April 1, 2027, the sales tax revenue from Ed Staub & Sons will go to the County, resulting in an estimated loss of approximately \$59,000 in revenue for the City. Pillon explained that the City is in a difficult financial position. He stated that if the City were to proceed with the five-year plan, the City would not be able to pay for any police services from the General Fund. Chief Hoy noted that all City departments are being asked to find additional sources of revenue. He also stated that he is currently working to finalize a contract with the City of Bonanza for \$50,000 in revenue. City Auditor Pillon explained that the City Council will need to select from the plans that have been presented. Mayor Cordonier stated that he believed the City would proceed with the eight-year plan and expressed hope that the City would also be able to move forward with the Bonanza contract. Mayor Cordonier made a motion to approve the 8-year repayment plan. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-153)

APPROVAL OF RESOLUTION NO. 26-22 AND RESOLUTION 26-23, FOR AUTHORIZED REPRESENTATIVE RESOLUTION/ORDINANCE AND REIMBURSEMENT FOR THE TULELAKE WATERLINE REPLACEMENT, STORAGE TANKS, METER REPLACEMENT AND BACKFLOW PROTECTION

Chief Resilience Officer Jenny mentioned that these two Resolutions are for the grant that must be submitted with the grant application. One of them is for reimbursement. The other is to get an advance for the money to be available when needed. Director of Public Works Jose said they should be going out to bid early spring. Mayor Cordonier made a motion to approve Resolution No. 26-22 and Resolution 26-23, for authorized representative resolution, ordinance and reimbursement for the Tulalake waterline replacement, storage tanks, meter replacement and backflow protection. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 26-154)

EMERGENCY AND GRANT UPDATES

Chief Resilience Officer Jenny mentioned that she visited the Modoc Nation with Mayor Pro Tem Velador. She also mentioned that she is currently working on a grant with Tracy.

CLOSED SESSION: THREAT OF LITIGATION

Council went into closed session at 7:12pm.

ANNOUNCEMENT OF CLOSED SESSION

Council returned from closed session at 8:01 p.m. Mayor Cordonier stated that there was no action to be taken and encouraged City staff and Council to remain focused and continue working together. No action taken.

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 8:02PM. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 26-155)

Tom Cordonier, Mayor

Attest:

Anna Perez, City Clerk

City of Tulelake
Posted General Ledger Transactions - City Council Bills to Approve

Bills Submitted for Approval on 10-06-2026 - API26040 for Weeks 09-15-2026 thru 10-06-2026				
Name	Document Number	Document Amount	Document Description	Fund Code
CITY OF WEED	0000061	437.40	Building Inspector- 08/04, 08/05 & 08/10/2026	01
SISKIYOU COUNTY GENERAL SERVICES	001638	463.54	Gate Fees	04
SISKIYOU COUNTY GENERAL SERVICES	001663	1,270.22	Gate Fees	04
SISKIYOU COUNTY GENERAL SERVICES	001694	906.44	Gate Fees	04
SISKIYOU COUNTY GENERAL SERVICES	001724	906.44	Gate Fees	04
Internal Networks	16158	654.45	Servive & Late Fees	05
Internal Networks	16255	654.45	Servive & Late Fee	05
Internal Networks	16423	654.45	Service & Late Fee	05
Internal Networks	16427	474.00	Onsite Support & Late Fee	05
DEAN-SLABAUGH LLC	2026-005	891.64	Apartment Rental 10/2026	05
T-MOBILE	205898822-19	215.16	PW & CH Cell Phone	01
PACIFIC POWER	41972561-002 8 10/26	2,206.71	Street Lights	11
PACIFIC POWER	41972561-004 4 10/26	149.01	C St - Lift Station	03
PACIFIC POWER	41972561-006 9 10/26	2,262.33	A6325 C Street City Water	02
PACIFIC POWER	41972561-007 7 10/26	142.06	Library	01
PACIFIC POWER	41972561-009 3 10/26	719.99	Police Department	01
PACIFIC POWER	41972561-011 9 10/26	2,016.34	Sewer Ponds	03
PACIFIC POWER	41972561-013 5 10/26	66.69	Park St- Lift Station	03
PACIFIC POWER	41998321-001 6 10/26	2,663.68	101 Siskiyou St	02
PACIFIC POWER	41998321-004 0 10/26	369.12	Main & E St	01
PACIFIC POWER	41998321-009 9 10/26	90.96	10 B St. (PW Shop)	02
AMERICAN SANITATION, INC	46537	140.00	Burn Pit- Toilet	04
ED STAUB & SONS PETROLEUM, INC	531049	855.62	PD- Fuel	01
ED STAUB & SONS PETROLEUM, INC	531059	890.85	Garbage, Parks & PW Fuel	01
ADKINS ENGINEERING AND SURVEYING, INC.	62804	2,055.18	PHA Planning TO#11	01
ADKINS ENGINEERING AND SURVEYING, INC.	62840	4,916.27	SCDRG Well Rehab. TO#10	02
STATELINE AUTO PARTS SUPPLY, INC.	661910	9.43	Operating Supplies	05
MERRILL LUMBER COMPANY	B291884	8.99	Twist Drain Plug	01
MERRILL LUMBER COMPANY	C276732	5.59	Hose Washer and Adapter	01
MERRILL LUMBER COMPANY	C277026	9.50	Mesh Paint Stainer	11
OFFICE TECHNOLOGIES, INC.	INV64818	63.67	Kyocera Operating Supplies	01

City of Tulelake
Posted General Ledger Transactions - City Council Bills to Approve

RICK FRIEDMAN	Sept 2026	84.80	Plans & Postage	01
THOMAS CORDONIER	Tom C. 09/29/2026	162.43	CLCC	01
Total		27,417.41		
	Pay Dates: 09/25/2026		Fund Account Codes:	
PAY PERIOD: 09/06/2026-09/19/2026				
<i>Police Department: (4 Employees)</i>	<i>\$7,287.09</i>		01- General Fund	
<i>Chief Resilience Officer (1 Employee)</i>	<i>\$2,312.55</i>		02- Enterprise Fund - Water	
<i>Public Works: (6 Employees)</i>	<i>\$7,634.71</i>		03- Enterprise Fund - Sewer	
<i>City Hall: (4 Employees, including Library & Custodial)</i>	<i>\$4,244.74</i>		04- Enterprise Fund - Garbage	
<i>Council & Elected Officials: (7 persons)</i>	<i>\$2,154.90</i>		05- Police Personnel (COPS Grant)	
			11- Gas Tax Fund (Streets)	
Total Amount of Payroll DD's		\$23,633.99	13- Local Transportation (TDA)	
Total Amount Submitted for Approval - October 6, 2026:		\$51,051.40		

CITY OF TULELAKE
2026 Master Fee Schedule

Building Department		
Type of Fee or Service Charge	Fee	Type
<i>Heating/Mechanical (7% of building permit fee, minimum \$90.00)</i>		
Forced Air Furnace (up to 100M BTU's)	\$24.12	Per Item
Forced Air Furnace (over 100M BUT's/Pool Heater)	\$29.66	Per Item
All Heaters	\$24.12	Per Item
Comm. Evap Cooler	\$17.36	Per Item
Air Handling Unit (up to 10MCFM)	\$17.36	Per Item
Vent Fan	\$11.82	Per Item
Hood w/mech Exhaust	\$11.82	Per Item
Misc. Equipment	\$17.36	Per Item
Wood/Pellet Stove	\$29.66	Per Item
Freestanding Heating Unit	\$24.12	Per Item
Fuel Tank (Propane, Kerosene, etc.)	\$48.89	Per Item
<i>Plumbing (7% of building permit fee, minimum \$90.00)</i>		
Water Closet (toilet)	\$15.97	Per Item
Bathtub	\$15.97	Per Item
Shower	\$15.97	Per Item
Lavatory (wash basin)	\$15.97	Per Item
Clothes Washer Waste Pipe	\$15.97	Per Item
Sink	\$15.97	Per Item
Urinal	\$15.97	Per Item
Drinking Foundation	\$15.97	Per Item
Water Piping System	\$7.74	Per Item
Gas System (1-5 outlets)	\$10.02	Per Item
Gas System (6+ outlets – each)	\$1.79	Per Item
Water Heater w/Vent	\$20.05	Per Item
House Sewer	\$40.17	Per Item
Alterations of Drainage or Vent Piping	\$7.74	Per Item
Misc. Items – per item	\$15.97	Per Item
<i>Electrical (7% of building permit fee, minimum \$90.00)</i>		
Fixtures (1-20)	\$1.79	Per Item
Fixtures (21 or more – each)	\$1.19	Per Item
Outlets (1-20)	\$1.79	Per Item
Outlets (21 or more – each)	\$1.19	Per Item
Electric Radiant Heat Per Room	\$20.05	Per Item
Motors – Not over 1 HP	\$7.74	Per Item
Motors – Over 1 HP – Not Over 10 HP	\$20.05	Per Item
Motors – Over 10 HP – Not Over 50 HP	\$40.09	Per Item
Sign & Electric Adv. Devices ea. Sign	\$43.19	Per Item
Temp Poles and Service	\$28.30	Per Item

200 Amp or Less	\$49.71	Per Item
Building Permits		
Building Permit Fee	Valuation Chart plus 5% administrative fee	
Plan Check Fee	65% of Building Permit Fee	
Strong Motion Fee	Commercial and Residential 3 stories and higher \$0.00028 rate; Residential under 3 stories \$0.00013 rate	
Building Permit Issuance Fees		
Total Valuation		
\$1.00 to \$5.00	\$38.30	
\$501.00 to \$2,000.00	\$38.30 for the first \$500.00 plus \$4.83 for each additional \$1,000.00, or fraction thereof, to and including \$2,000.00	
\$2001.00 to \$25,000.00	\$112.86 for the first \$2,000.00 plus \$22.17 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00	
\$25,001.00 to \$50,000.00	\$637.62 for the first \$25,000.00 plus \$16.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00	
\$50,001.00 to \$100,000.00	\$1049.12 for the first \$50,000.00 plus \$11.09 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00	
\$100,001.00 to \$500,000.00	\$1619.52 for the first \$100,000.00 plus \$8.87 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00	
\$500,001.00 to \$1,000,000.00	\$5270.05 for the first \$500,000.00 plus \$7.52 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00	
\$1,000,001.00 and up	\$914.60 for the first \$1,000,000.00 plus \$4.99 for each additional \$1,000.00, or fraction thereof	
Miscellaneous Building Fees		

<i>Type of Fee or Service Charge</i>	<i>Fee</i>	<i>Notes</i>
CA Building Standards Fee	\$1.00 for each \$25,000 valuation	
Demo Permit	\$2.00 per square foot of demolished area	
Green Tag/Electrical Plan Fee	Valuation; Minimum payment of \$154.00	
Commercial Reroof	Valuation Chart	Square is equal to 100 square feet
Residential Reroof	\$6.00 per square; Minimum payment of \$1000.00	
Solar Commercial Deposit	Valuation; Minimum payment of \$1000.00	
Reinstatement of Building Permit	10% of Building Permit Fee	
Hot Water Installation	Consolidated to Heating Element Permit	
Wood Stove Install Only	Consolidated to Heating Element Permit	
Heating Element Permit (Heat pump, hot water heater, pellet stove, monitor heater, etc.)	Valuation; Minimum \$150.00	
Other Inspections Not Listed	Valuation; Minimum \$150.00	
Re-inspection Fee	\$90.00	
Replacement Permit Fee (Loss Permit)	\$25.00	
Special After hours Inspection	\$145.00	
Day Care Inspection	\$150.00	Per Inspection
**Valuation of Permit 1SB per each \$25,000 valuation		
***Solar for residential \$151.00 plan check fee		
***Fences do not require a permit if it does not exceed 6 feet in back with 2 feet of lattice and 3 feet in the front. All other fences will require a permit application.		
Finance Department		
<i>Type of Fee or Service Charge</i>	<i>Fee</i>	<i>Scope</i>
Credit Card Fees	\$0.74	Per Transaction
Reconnect Fee	\$75.00	
Delinquent Invoices (after 30 days)	1.5% (18% Annually)	Per Invoice
Planning and Development Fee Schedule		
<i>Type of Fee or Service Charge</i>	<i>Fee</i>	<i>Scope</i>
*Denotes that additional fees may apply		
Architectural Review*	\$100.00	
Encroachment Permit*	\$150.00	
Special Event Permit	\$300.00	

Boundary/Lot Line Adjustment*	\$100.00	
Fence Permit Administerial Approval*	\$0.00	
Sign Permit*	\$75.00	
Sign Permit Requiring Planning Commission Decision*	\$250.00	
General Plan Amendment*	\$500.00	
Second Dwelling Unit	\$150.00	
Special Animal Permit*	\$25.00	
Subdivision/Parcel Map Minor Changes (for parcels or less)*	\$200.00	
Subdivision/Parcel Map Changes*	\$500.00	
Use Permit*	\$150.00	
Variance*	\$150.00	
Zoning Amendment*	\$160.00	
Tree Cutting Permits		
<i>Type of Fee or Service Charge</i>	<i>Fee</i>	<i>Scope</i>
Residential Properties, per parcel*	\$25.00	
Commercial Properties, per parcel*	\$75.00	
Home Firewood	\$0.00	
Permit Requiring Planning Commission Decision*	\$250.00	
Removal of trees without a permit	\$500.00	Per Tree
Engineering and planning consultant fees are billed at an hourly rate. An initial deposit, calculated from the estimated hours required for the specific project, will be established at the outset and must be paid by the applicant (separate from the application fee) before the review process begins.		
Police Department Service Fees		
<i>Type of Fee or Service Charge</i>	<i>Fee</i>	<i>Scope</i>
Case Reports	\$10.00, \$1.00	First 5 Pages, Each additional page
Case Reports – Digital Photos	\$1.00	Each
Case Reports – Digital Video	\$10.00	Each
Nuisance Abatement Admin Fee (May be cited per day)	\$50.00 \$100.00 \$250.00	1 st Offense 2 nd Offense 3 rd Offense
Dog License	\$6.00 \$12.00 \$20.00 \$32.00	Altered Unaltered Late, Altered Late, Unaltered
Dog Impounds	\$15.00 \$30.00 \$100.00	1 st Offense 2 nd Offense 3 rd Offense

CHANGE ORDER NO.: 1Owner: **City of Tulelake**

Owner's Project No.:

Engineer: **Adkins Engineering & Surveying**Engineer's Project No.: **1012-5812,**

Contractor:

13, 14 & -17Project: **2026 Street Improvements**

Contractor's Project No.:

Date Issued: **09/25/2026**Effective Date of Change Order: **09/25/2026**

The Contract is modified as follows upon execution of this Change Order:

Description:

A Hunter Communications utility box was not identified during the topographic survey because it was obscured by existing landscaping. The box was located during construction and must be adjusted to the proposed sidewalk grade.

In addition, removal of the existing tree on C Street revealed that additional vertical curb must be replaced. Approximately 80 SF of asphalt pavement repair is also required to provide a suitable work area for forming the new curb.

COST BREAKDOWN:

80 SF Asphalt (includes demolition of existing asphalt) @ \$280/Ton = \$434

20 LF Vertical Curb @ \$82/LF = \$1,640

Adjusting Existing Hunter Communications Box = \$210

Sawcut 52 LF @ \$3.75/LF = \$195

TOTAL = \$2,479**Attachments:****Bid Tab and Contractor Email**

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 820,357.00		Substantial Completion:	150 Days
		Ready for final payment:	180 Days
No Change from previously approved Change Orders:		No Change from previously approved Change Orders:	
\$ 0.00		Substantial Completion:	N/A
		Ready for final payment:	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 820,357.00		Substantial Completion:	150
		Ready for final payment:	180
Increase this Change Order:		No Change this Change Order:	
\$ 2,479.00		Substantial Completion:	150
		Ready for final payment:	180
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 822,836.00		Substantial Completion:	150
		Ready for final payment:	180

	Recommended by Engineer (if required)	Accepted by Contractor
By:	_____	_____
Title:	_____	_____
Date:	_____	_____
	Authorized by Owner	Approved by Funding Agency (if applicable)
By:	_____	_____
Title:	_____	_____
Date:	_____	_____

BASE BID SCHEDULE C: C STREET (ALLEY TO MAIN STREET).- RSTP & CRRSAA FUNDING 5280(009)						
NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT	TOTAL PRICE
1	Mobilization (not to exceed 5% of Total Base Bid)	1	LS	\$4,200.00	\$4,200.00	\$4,200.00
2	Temporary Protection & Direction of Traffic	1	LS	\$2,000.00	\$2,000.00	\$2,000.00
3	Remove Existing Tree	1	LS	\$6,500.00	\$6,500.00	\$6,500.00
4	Asphalt Patching (including demolition of existing asphalt)	4	TON	\$280.00	\$1,120.00	\$1,120.00
5	Construct Park Strip (3" HMA on 10" Agg. Base)	220	SY	\$64.00	\$14,080.00	\$14,080.00
6	4" Thick Concrete Sidewalk (including demolition of existing sidewalks)	810	SF	\$22.00	\$17,820.00	\$17,820.00
7	6" Thick Concrete Driveway (including demolition of existing concrete/asphalt)	380	SF	\$28.00	\$10,640.00	\$10,640.00
8	Concrete Curb & Gutter	200	LF	\$89.00	\$17,800.00	\$17,800.00
9	Concrete Vertical Curb	25	LF	\$82.00	\$2,050.00	\$2,050.00
10	Catch Basin	1	EA	\$3,200.00	\$3,200.00	\$3,200.00
11	Storm Drain Trench	1	LS	\$2,000.00	\$2,000.00	\$2,000.00
12	Pavement Markings	1	LS	\$2,000.00	\$2,000.00	\$2,000.00
13	Surface Restoration	1	LS	\$6,000.00	\$6,000.00	\$6,000.00

BASE BID SCHEDULE C TOTAL \$ 89,410.00

Sandy King

From: Jerry Green <jgreen@rmcpave.com>
Sent: Wednesday, September 23, 2026 12:20 PM
To: Sandy King
Subject: RE: 1012-5813 Tulelake STIP Project - Communications Box & Curb/Asphalt

Sandy,
The Communication box adjustment will be \$ 210.00
Additional saw cutting, approximately 52 linear feet will be \$ 195.00

Jerry Green
Rocky Mountain Construction
4815 Tingley Lane # A
Klamath Falls, OR 97603
541-882-8377

From: Sandy King <sking@adkinsengineering.com>
Sent: Tuesday, September 22, 2026 11:12 AM
To: Jerry Green <jgreen@rmcpave.com>
Cc: Jon Moritz <jmoritz@adkinsengineering.com>
Subject: RE: 1012-5813 Tulelake STIP Project - Communications Box & Curb/Asphalt

Hi Jerry,

Please see the responses below regarding the Hunter Communication Box and Curb/Asphalt on C Street discussed previously.

Hunter Communications Box

The existing Hunter Communication Box was not located during the topographic survey because it was hidden under landscaping. The box will need to be raised to the finish grade of the new sidewalk.

Landscape Curb in Parking Lot

The remaining landscape curb around the existing tree and width of 12" of asphalt (to allow for formwork) will need to be removed/replaced.

Please prepare a Change Order request for these items. Curb replacement should be at the same price listed in the Base Bid Schedule C (Item No. 9) and demolition of existing curb/existing asphalt patching should be at the same unit price in the Base Bid C (Item No. 4). The communication box will need a cost since there is no existing unit pricing for it. Let me know if you have any questions.

Thank you,



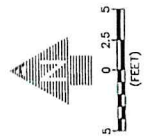
C STREET IMPROVEMENTS
CITY OF TULLAKE
TULLAKE, CALIFORNIA

ENGINEERING & SURVEYING
1415 ESPANOLA AVENUE, KILMATHY FALLS, OR 97031
P / 541.884.4666
W / AddressEngineering.com

DESIGNED BY	JAM
DRAWN BY	EC3
CHECKED BY	EC3
DATE	1-20-20
SHEET	1
SHEET NUMBER	C3

C3

NOTE:
1. ADD 4000.00 FEET TO ALL SPOT ELEVATIONS SHOWN

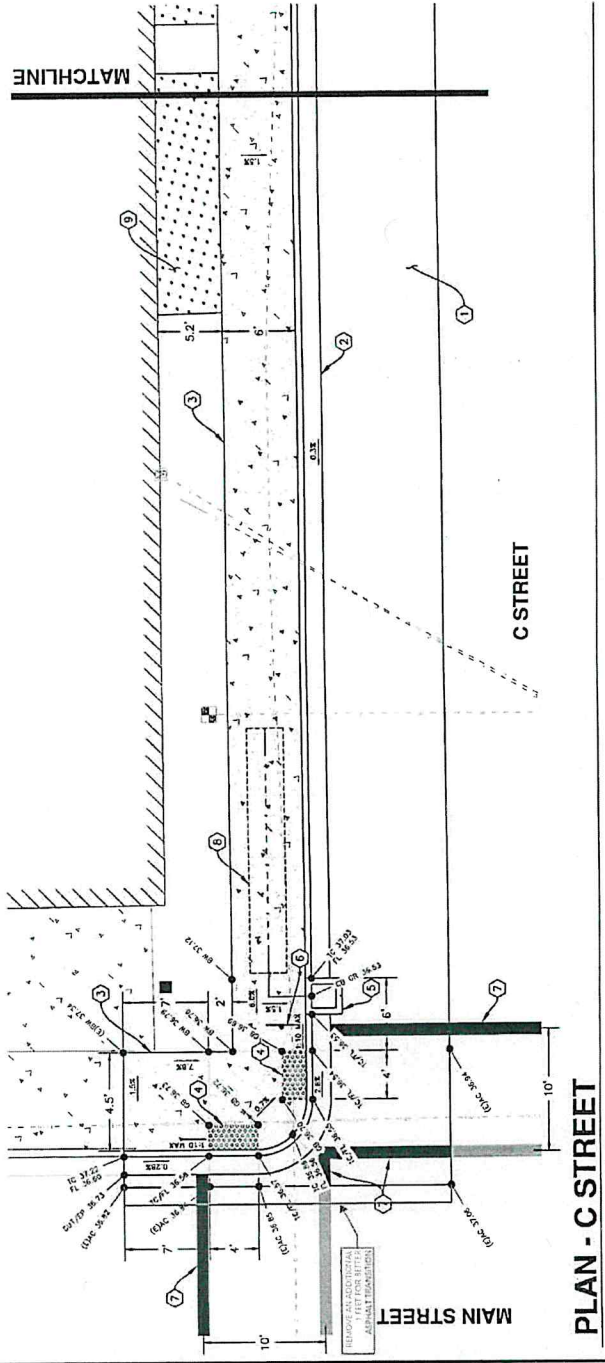


CONSTRUCTION NOTES

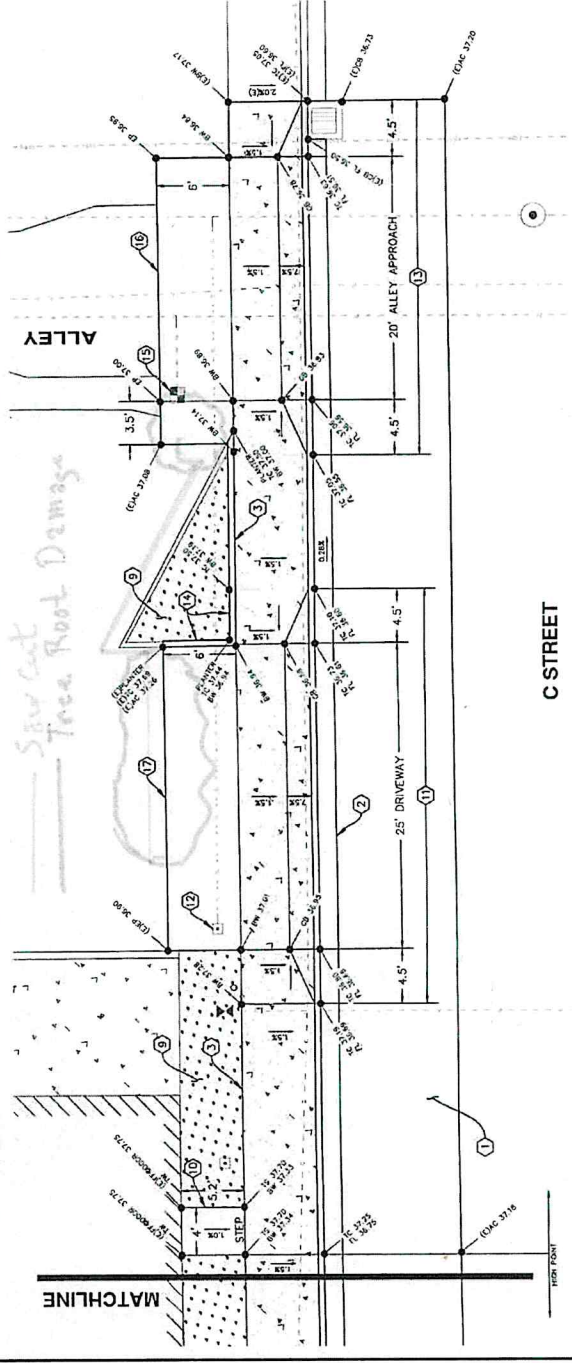
1. CONSTRUCT PARK STRIP SECTION PER DETAIL 2, SHEET C5.
2. INSTALL CURB AND GUTTER PER DETAIL 4, SHEET C4.
3. INSTALL SIDEWALK PER DETAILS 1 AND 2, SHEET C4.
4. CONSTRUCT HANDICAP RAMP WITH 2"x4" DETECTABLE WARNING. NOT TO EXCEED 1:12 SLOPE.
5. INSTALL CATCH BASIN PER DETAIL 3, SHEET C5.
6. INSTALL STOP/STREET SIGN PER DETAIL 1, SHEET C5.
7. RE-STRIPE WHITE CROSSWALK MARKINGS IN AREA OF NEW PAVEMENT AND ACROSS MAIN STREET AND C STREET.
8. INSTALL 20 LF SEEPAGE TRENCH PER DETAIL 4, SHEET C5.
9. INSTALL TOPSOIL.
10. RECONSTRUCT EXISTING 4' X 5.2' CONCRETE DOOR LANDING.
11. INSTALL DRIVEWAY PER DETAIL 3, SHEET C4.
12. RAISE SEWER CLEANOUT TO GRADE.
13. INSTALL ALLEY APPROACH TO ELEVATIONS AND DIMENSIONS SHOWN PER DETAILS 3 AND 4, SHEET C4.
14. INSTALL 24 LF VERTICAL CURB PER DETAIL 5, SHEET C4.
15. RAISE WATER METER TO GRADE.
16. CONSTRUCT ALLEY PAVEMENT SECTION PER DETAIL 2, SHEET C5.
17. COMPACT EXISTING AGGREGATE BASE AND PAVE WITH 3" HWAC TO GRADES SHOWN.

GENERAL GRADING NOTES

1. GRADE SITE TO ELEVATIONS SHOWN. SEE SITE PLAN FOR DIMENSIONS.
2. GRADES SHOWN WHERE PROPOSED AND EXISTING SURFACES MEET ARE FOR REFERENCE ONLY. CONTRACTOR SHALL MATCH GRADES AS REQUIRED TO MAKE A SMOOTH TRANSITION.
3. ALL REVISIONS TO GRADING PLANS, OR MATERIAL SUBSTITUTION REQUESTS, MUST BE SUBMITTED TO THE ENGINEER OF RECORD.
4. NO FILL SHALL BE PLACED ON EXISTING GROUND UNTIL THE EXISTING GROUND HAS BEEN TESTED FOR WEEDS, DEBRIS, AND OTHER DELETERIOUS MATERIALS.



PLAN - C STREET



PLAN - C STREET

CHANGE ORDER NO. 9

Owner:	City of Tulelake	Owner's Project No.:
Engineer:	Adkins Engineering & Surveying	Engineer's Project No.: 1012-5810
Contractor:	Shasta Services, Inc. DBA Timberworks	Contractor's Project No.:
Project:	City of Tulelake Drought Relief Project	
Date Issued:	09/10/2026	Effective Date of Change Order: 09/10/2026

The Contract is modified as follows upon execution of this Change Order:

Description:

Change Order No. 4 removed Pay Item No. 18 Well #2 Casing Rehabilitation – Swaging Repair from the scope of the project and added Pay Item No. 18 Change Order Request 004 to allow for additional rubble/debris removal from Well #2 casing up to the pay item total of \$41,760. The final cost of the additional debris removal was \$27,377.44, this change order adjusts the change order totals to reflect the \$14,382.56 difference in Pay Item No. 18 for accounting purposes.

Additionally, Change Order No. 9 revises the Substantial Completion Date to October 26, 2026 and the Final Completion Date to November 25, 2026 to allow for materials on back order.

Attachments: Change Order No. 4, Change Order Bill 004 from Timberworks, Pay Application No. 6 and Contractor's Revised Schedule

Change in Contract Price	Change in Contract Times
Original Contract Price:	Original Contract Times:
\$ 1,070,691.00	Substantial Completion: 120 Days
	Ready for final payment: 150 Days
Increase from previously approved Change Orders:	[Increase] [Decrease] from previously approved Change Orders No.1:
\$ 53,644.74	Substantial Completion: 0
	Ready for final payment: 0
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 1,124,335.74	Substantial Completion: 316 Days
	Ready for final payment: 346 Days
Decrease this Change Order:	[Increase] [Decrease] this Change Order:
\$ 14,382.56	Substantial Completion: 360 Days
	Ready for final payment: 390 Days
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ 1,109,953.18	Substantial Completion: 360 Days
	Ready for final payment: 390 Days

Recommended by Engineer (if required)

Accepted by Contractor

By: _____	_____
Title: _____	_____
Date: _____	_____
Authorized by Owner	Approved by Funding Agency (if applicable)
By: _____	_____
Title: _____	_____
Date: _____	_____

CHANGE ORDER NO. 4

Owner: City of Tulelake
 Engineer: Adkins Engineering & Surveying
 Contractor: Shasta Services, Inc. DBA Timberworks
 Project: City of Tulelake Drought Relief Project
 Date Issued: 12/23/2025
 Owner's Project No.:
 Engineer's Project No.: 1012-5810
 Contractor's Project No.:
 Effective Date of Change Order: 01/06/2026

The Contract is modified as follows upon execution of this Change Order:

Description:

Remove Pay Item No. 18 Well #2 Casing Rehabilitation – Swaging Repair from the scope of the project. Add Pay Item No. 18 Change Order Request 004 – Remove Rubble/Debris from Well #2 Casing Continued. The Change Order is unit pricing, worked may be performed up to the total unit price listed in the Change Order. The well shall be videoed prior to performing any additional clearing of the casing.

Attachments: Contractor Change Order Request 004

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 1,070,691.00	Original Contract Times: Substantial Completion: 120 Days Ready for final payment: 150 Days
Increase from previously approved Change Orders No. 1: \$ 33,547.50	{Increase} {Decrease} from previously approved Change Orders No.1: Substantial Completion: 0 Ready for final payment: 0
Contract Price prior to this Change Order: \$ 1,104,238.50	Contract Times prior to this Change Order: Substantial Completion: 120 Days Ready for final payment: 150 Days
{Increase} {Decrease} this Change Order: \$ 0	{Increase} {Decrease} this Change Order: Substantial Completion: 0 Ready for final payment: 0
Contract Price incorporating this Change Order: \$ 1,104,238.50	Contract Times with all approved Change Orders: Substantial Completion: 120 Days Ready for final payment: 150 Days

Recommended by Engineer (if required)

By: [Signature]
 Title: Project Manager
 Date: 01/20/2026

Authorized by Owner
 By: [Signature]
 Title: Mayor
 Date: 1-20-26

Accepted by Contractor

STEVEN ZACK [Signature]
 PROJECT MANAGER
 2/10/26

Approved by Funding Agency (if applicable)



Change Order Request

Project Name: Tulelake Drought Relief Project

CCO#: 004

Location: Tulelake, CA

Date: 12/23/2025

Project No: 1012-5810

Str No.: _____

TO: Adkins Engineering & Surveying
1435 Esplanade Ave
Klamath Falls, OR 97601

FROM: Timberworks
PO Box 1240
Mt. Shasta, CA 96067

SUBCONTRACTOR:

ATTN: Daniel Scalas, P.E.
Cc: Sandy King

Enloe Drilling and Pumps, Inc.
Mt. Shasta, CA 96067

Remove Rubble/Debris from Well #2 Casing Continued..

Cost Breakdown:

		COST TYPE	QTY	U/M	Unit Rate	Extension
1)	Remove Rubble from Well #2 Casing	SUB	40 HR		\$ 750.00	\$ 30,000.00
2)	Supervision	Labor	30 HR		\$ 140.00	\$ 4,200.00

Time Impact Analysis:

5 additional working days required for this work (subject to change)

Comments:

- The depth and type of material obstructing the well casing is unknown, the work from Change Order No. 1 will be continued from the depth of 135 ft. below the top of the well casing.
- The hours listed above will cover any equipment or effort that is needed at the discretion of Enloe Drilling and will not be exceeded unless authorized by the City of Tulelake. It could take more or less time to clear out the well and will be billed accordingly. The intent is that this change order will take the place of Well #2 Casing Rehabilitation- Swaging Repair- Pay Item No. 18.
- There is no guarantee that the well casing can be cleared.

Total Direct Cost =	\$	34,200.00
Labor Surcharge @ 0% =		
Total Cost of Labor =	\$	4,200.00
Total Cost Materials =	\$	-
Labor Markup @15% =	\$	630.00
Equipment and Materials Markup @15% =	\$	-
Subcontractor Markup @15% =	\$	4,500.00
GC Markup @ 5% =	\$	1,935.00
TOTAL =	\$	41,265.00



December 29, 2025

Jose Perez, Public Works Director
City of Tullake
PO Box 847 / 591 Main Street
Tullake, California 96134

Re: Change Order Request No. 4
City of Tullake Drought Relief Project

Mr. Perez:

Timberworks sent an email on December 15, 2025 stating that Enloe had completed 10 of the 20 hours allotted in Change Order No. 1 to clear the obstruction in the Well #2 casing. They indicated they had another 10 hours of work left in the Change Order but were unsure if the casing could be cleared and recommended drilling a new well. On December 22, 2025 Timberworks sent a follow up email stating that Enloe had completed all 20 hours of work allotted by Change Order No. 1 and made it to a depth of 135 feet below the top of the casing but still had not cleared the obstruction. This information was relayed to Geoffrey Anderson with the Department of Water Resources at our bi-weekly meeting on December 22, 2025. The Department of Water Resources recommended that we request an additional time extension and/or budget increase as soon as possible to protect the City on a legal basis if the project was not completed per the Grant Agreement. We were also informed that the request would most likely initially be denied, but that could change if funding becomes available in 2026. Additionally, we were given some possible options for moving forward:

- Remove Well #2 work from the project and execute a change order with the Contractor to complete other improvements related to the potable water system for the City of Tullake.
 - **Possible Complications:** Some of the scope for Well #2 has already been completed such as the foundation for the building and the underslab piping so removing the Well #2 work could raise questions on how to handle those items. Additionally, there isn't a lot of time left to complete the project so removing the well and completing other improvements may not be feasible due to lead times for ordering parts, etc.
- Remove some scope from the project and use those funds toward clearing the Well #2 obstruction.
 - **Possible Complications:** Items removed from the scope would either need to be self-performed by the City or completed at a later date. If self-performed work ties into work performed by the Contractor it can become difficult to prove who is responsible if anything goes wrong.

The Department of Water Resources is open to other proposed options as well, but these were the items discussed at the meeting. After reviewing the options with Public Works, it was decided that removing Pay Item No. 18 Well #2 Casing Rehabilitation – Swaging Repair from the project and using the funds toward a change order to continue clearing the Well #2 casing obstruction is how the City would like to proceed. The Casing Rehabilitation/Swaging Repair could be completed at a later time if funding is available. Additionally, Pay Item No. 26 Hydrant Assembly, Concrete Pad, Bollards (Includes Gate Valve) will be removed from the Contract (minus parts already ordered by the Contractor) and self-performed instead. These two pay items have a cost of \$41,760 and \$36,747 respectively that could be utilized toward clearing the well and/or other project costs.

There are no guarantees that continuing to clear the Well #2 obstruction will result in a viable well. There are a lot of unknowns such as the amount of material that is in the well and if cleaning the well will damage the casing. Therefore, it is hard to say if continuing to clear the Well #2 obstruction will result in a usable well. We are bringing this to your attention so that you understand the risks of moving forward with Change Order No. 4. It should also

be noted that the project is required to be completed by February 28, 2026 which is a very limited timeframe to complete the improvements. Redirecting the project toward other improvements with such a limited timeline could put the project in danger of extending past the deadline for construction completion. Please let us know if you have any questions.

Sandy King
Project Manager
Cc: File 1012-5810



Change Order Bill

Project Name: Tulelake Drought Relief Project

CCO#: 004

Location: Tulelake, CA

Date: 3/20/2026

Project No: 1012-5810

Str No.: _____

TO: Adkins Engineering & Surveying
1435 Esplanade Ave
Klamath Falls, OR 97601

FROM: Timberworks
PO Box 1240
Mt. Shasta, CA 96067

SUBCONTRACTOR:

ATTN: Daniel Scalas, P.E.

Enloe Drilling and Pumps, Inc.

Cc: Sandy King

Mt. Shasta, CA 96067

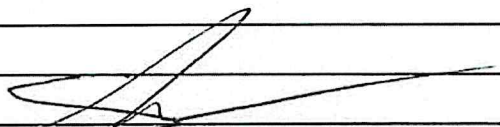
Remove Rubble/Debris from Well #2 Casing Continued..

Cost Breakdown:

		COST TYPE	QTY	U/M	Unit Rate	Extension
1)	Remove Rubble from Well #2 Casing	SUB	25.5	HR	\$ 750.00	\$ 19,125.00
2)	Supervision	Labor	25.5	HR	\$ 140.00	\$ 3,570.00
3)	Camera Video	SUB	1	LS	\$ 3,500.00	\$ 3,500.00

Total Direct Cost =	\$	22,695.00
Labor Surcharge @ 0% =		
Total Cost of Labor =	\$	3,570.00
Total Cost Materials =	\$	-
Labor Markup @15% =	\$	535.50
Equipment and Materials Markup @15% =	\$	-
Subcontractor Markup @15% =	\$	2,868.75
GC Markup @ 5% =	\$	1,278.19
TOTAL =	\$	27,377.44

Contractor's Application for Payment

Owner: <u>City of Tullake</u> Engineer: <u>Adkins Engineering & Surveying</u> Contractor: <u>Timberworks</u> Project: <u>City of Tullake Drought Relief Project</u>	Owner's Project No.: _____ Engineer's Project No.: <u>1012-5810</u> Contractor's Project No.: <u>25060</u>																								
Application No.: <u>6</u> Application Date: <u>3/20/2026</u>																									
Application Period: From <u>1/25/2026</u> to <u>2/28/2026</u>																									
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 70%;">1. Original Contract Price</td><td style="width: 30%; text-align: right;">\$ 999,009.79</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$ 60,924.94</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$ 1,059,934.73</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td><td style="text-align: right;">\$ 968,988.49</td></tr><tr><td>5. Retainage</td><td></td></tr><tr><td> a. <u>5%</u> X \$ 968,988.49 Work Completed</td><td style="text-align: right;">\$ 48,449.42</td></tr><tr><td> b. <u>5%</u> X \$ - Stored Materials</td><td style="text-align: right;">\$ -</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$ 48,449.42</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$ 920,539.07</td></tr><tr><td>7. Less previous payments (Line 6 from prior application)</td><td style="text-align: right;">\$ 612,984.12</td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$ 307,554.95</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 4)</td><td style="text-align: right;">\$ 139,395.66</td></tr></table>		1. Original Contract Price	\$ 999,009.79	2. Net change by Change Orders	\$ 60,924.94	3. Current Contract Price (Line 1 + Line 2)	\$ 1,059,934.73	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 968,988.49	5. Retainage		a. <u>5%</u> X \$ 968,988.49 Work Completed	\$ 48,449.42	b. <u>5%</u> X \$ - Stored Materials	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ 48,449.42	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 920,539.07	7. Less previous payments (Line 6 from prior application)	\$ 612,984.12	8. Amount due this application	\$ 307,554.95	9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 139,395.66
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																									
Contractor: <u>Steven Zook</u> Signature:  Date: <u>3/20/2026</u>																									
Recommended by Engineer By: _____ Title: <u>Project Manager</u> Date: _____	Approved by Owner By: _____ Title: <u>Mayor</u> Date: _____																								

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	City of Tulelake					Owner's Project No.:			1012-5810	
Engineer:	Adkins Engineering & Surveying					Engineer's Project No.:			25060	
Contractor:	Timberworks					Contractor's Project No.:				
Project:	City of Tulelake Drought Relief Project									
Application No.:	6	Application Period:		From	01/25/26	to	02/28/26	Application Date:		03/20/26
A	B	C	D	E	F	G	H	I		
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)		
			(D + E) From Previous Application (\$)	This Period (\$)						
Original Contract										
1	Mobilization (NTE 10% of total cost)	\$94,920.00	\$94,920.00	\$0.00		\$94,920.00	100%	\$0.00		
2	Work Zone Traffic Control	\$10,125.00	\$10,125.00	\$0.00		\$10,125.00	100%	\$0.00		
3	Erosion & Sediment Control	\$13,200.00	\$13,200.00	\$0.00		\$13,200.00	100%	\$0.00		
4	Construction Survey Work	\$5,060.00	\$5,060.00	\$0.00		\$5,060.00	100%	\$0.00		
14	Well #2 Existing Well House Slab Demolition	\$3,045.00	\$3,045.00	\$0.00		\$3,045.00	100%	\$0.00		
15	Removal of Existing Asphalt and Concrete Dump Pile	\$22,500.00	\$22,500.00	\$0.00		\$22,500.00	100%	\$0.00		
16	Well #2 Well House, includes Base Rock and Surface	\$192,029.00	\$153,889.00	\$38,140.00		\$192,029.00	100%	\$0.00		
17	Well #2 New Pump & Motor, and Pitless Unit, Appurt	\$166,275.00	\$56,119.94	\$105,000.00		\$161,119.94	97%	\$5,155.06		
18	Well #2 Casing Rehabilitation - Swaging Repair	\$44,760.00	\$0.00	\$0.00		\$0.00	0%	\$44,760.00		
19	Electrical & Controls	\$224,273.00	\$102,589.25	\$44,204.21		\$146,793.46	65%	\$77,479.54		
20	Testing & Disinfection	\$1,445.00	\$0.00	\$0.00		\$0.00	0%	\$1,445.00		
21	Connection to Existing	\$12,746.00	\$12,746.00	\$0.00		\$12,746.00	100%	\$0.00		
22	Well #1 Pump & Motor, Appurtenances to Discharge	\$76,533.84	\$0.00	\$69,667.20		\$69,667.20	91%	\$6,866.64		
29	Connection to Existing	\$1,635.00	\$0.00	\$1,635.00		\$1,635.00	100%	\$0.00		
30	Electrical Service to Water Filling Station	\$16,286.67	\$12,536.66	\$3,750.01		\$16,286.67	100%	\$0.00		
31	Communications Service to Water Filling Station	\$9,076.00	\$7,826.00	\$1,250.00		\$9,076.00	100%	\$0.00		
Original Contract Totals		\$ 849,149.51	\$ 494,556.85	\$ 263,646.42	\$ -	\$ 758,203.27	89%	\$90,946.24		
Change Orders										
CCO NO. 1	Remove Rubble/Debris from Well #2 Casing	33,547.50	33,547.50	-		33,547.50	100%	-		
CCO NO. 4	Remove Rubble/Debris from Well #2 Casing Continued	27,377.44		27,377.44		27,377.44	100%	-		
CCO NO. 5	Misc. Deducts Pay Item No. 22, 26 & 30	-	-	-		-		-		
Change Order Totals		\$ 60,924.94	\$ 33,547.50	\$ 27,377.44	\$ -	\$ 60,924.94	100%	\$ -		
Original Contract and Change Orders										
Project Totals		\$ 910,074.45	\$ 528,104.35	\$ 291,023.86	\$ -	\$ 819,128.21	90%	\$ 90,946.24		

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Tulare	Owner's Project No.:	
Engineer:	Adkins Engineering & Surveying	Engineer's Project No.:	1012-5810
Contractor:	Timberworks	Contractor's Project No.:	25060
Project:	City of Tulare Drought Relief Project		

Application No.: 6		Application Period: From 01/25/26 to 02/28/26			Application Date: 03/20/26						
A	B	Contract Information			F	G	H	I	J	K	L
		C	D	E							
Value of Bid Item (C X E)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)					
							Original Contract				
23	6-Inch Potable Water Pipe, Fittings, and Couplings	30	LF	\$320.00	\$9,600.00	30	\$9,600.00		\$9,600.00	100%	\$0.00
24	6-Foot Chainlink Fence with 2 Strands Barb Wire	250	LF	\$55.00	\$13,750.00	250	\$13,750.00		\$13,750.00	100%	\$0.00
25	6-Foot Chainlink Gate (18" wide) w/2 Strands Barb	1	EACH	\$4,692.00	\$4,692.00	1	\$4,692.00		\$4,692.00	100%	\$0.00
26	Fire Hydrant Assembly, Concrete Pad, Bollards	1	EACH	\$12,103.28	\$12,103.28	1	\$12,103.28		\$12,103.28	100%	\$0.00
27	Bulk Water Station Model FS-43, Concrete Pad, Bollards	1	EACH	\$81,915.00	\$81,915.00	1	\$81,915.00		\$81,915.00	100%	\$0.00
28	3-Inch Potable Water Pipe, Fittings, and Couplings	40	LF	\$152.50	\$6,100.00	40	\$6,100.00		\$6,100.00	100%	\$0.00
32	Concrete Parking Apron	100	SF	\$217.00	\$21,700.00	100	\$21,700.00		\$21,700.00	100%	\$0.00
		Original Contract Totals		\$	149,860.28	\$	149,860.28	\$	149,860.28	100%	\$
Change Orders											
					-		-		-		-
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					-		-		-		-
					-		-		-		-
					-		-		-		-
		Change Order Totals		\$	-		-	\$	-		\$
Original Contract and Change Orders											
Project Totals		\$	149,860.28		\$	149,860.28	\$	149,860.28	\$	100%	\$

Contractor's Application for Payment

[illegible]

Activity ID	Activity Name	Original Duration	Actual Duration	Finish	Critical	Total Float	May 2026	June 2026	July 2026	Aug	Sept	Oct	Nov
WELL.1200	Well #2- Wellhouse Piping	7	7	24-Nov-25 A		19	0	1	1	2	0	1	2
TULELAKE DRP-7.WELL.ELEC	Electrical and Controls Work	281	5	09-Oct-25 A		0	1	1	2	0	1	2	0
WELL.1220	Electrical & Controls Work	4	0	20-Nov-26*		0	1	1	2	0	1	2	0
WELL.1210	T&B Electrical/Controls from Booster Sta. to Well BLDGs	5	5	09-Oct-25 A		0	1	1	2	0	1	2	0
TULELAKE DRP-7.WFS	Water Filling Station	49	49	10-Nov-25 A		0	1	1	2	0	1	2	0
WFS.1030	Base Rock for Parking Apron	1	1	10-Nov-25 A		0	1	1	2	0	1	2	0
WFS.1060	Electrical/Communications to WFS	3	3	21-Jan-26 A		0	1	1	2	0	1	2	0
WFS.1040	FRP/S Parking Apron Concrete	2	2	12-Nov-25 A		0	1	1	2	0	1	2	0
WFS.1020	FRP/S WFS Concrete Pad and Bollards	3	3	05-Dec-25 A		0	1	1	2	0	1	2	0
WFS.1000	Install Underground Water Line to WFS	1	1	20-Jan-26 A		0	1	1	2	0	1	2	0
WFS.1050	Self/Install WFS	1	1	20-Jan-26 A		0	1	1	2	0	1	2	0
WFS.1010	T&B Electrical/Communications to WFS	3	3	04-Dec-25 A		0	1	1	2	0	1	2	0

City of Tulelake
Summary Budget Comparison
From 7/1/2026 Through 6/30/2027

City of Tulelake Grant Budgets

Account Code	Account Title	Prior Year Actual FY 2025-2026 Unaudited	Original FY 2026- 2027 Budget	Current Period Actual through 8/31/2026	Notes
1.00	General Fund				
01	City Administration				
035	EPA Brownfields CWA Grant				
40500	State Reimbursements	136,844.22	40,500.00	14,255.00	Reimbursement Revenue
Total Revenue		136,844.22	40,500.00	14,255.00	
85000	Grant expenses	136,844.22	40,500.00	14,255.00	
Total Expenses		136,844.22	40,500.00	14,255.00	
Report Difference		-	-	-	
1.00	General Fund				
01	City Administration				
041	Chief Resilience Officer Grant				
40500	State Reimbursements	148,504.68	116,000.00	-	Reimbursement Revenue
Total Revenue		148,504.68	116,000.00	-	
50000	Regular Wages	68,038.46	68,100.00	18,033.95	
50300	Comp Time Pay - Straight Time	1,194.30	-	-	
50500	Vacation Pay	4,212.20	5,000.00	3,214.67	
50600	Sick Pay	3,564.89	2,800.00	646.91	
50700	Holiday Pay	4,900.11	5,000.00	1,035.06	
51000	Payroll Tax - Federal	6,127.82	6,500.00	1,716.95	
51100	Payroll Tax - State	189.00	200.00	-	
52000	Retirement Exp - CalPERS	9,706.67	9,800.00	2,657.41	
52100	Health Insurance	12,805.68	13,350.00	3,361.74	
52200	Dental Insurance	691.20	700.00	172.80	
52300	Workers Comp Insurance	521.16	550.00	131.46	
63000	Office Supplies	159.98	200.00	-	
85000	Grant expenses	55.34	3,800.00	72.50	
Total Expenses		112,166.81	116,000.00	31,043.45	
Report Difference		36,337.87	-	(31,043.45)	
042	Permanent Local Housing Allocation Grant				
40500	State Reimbursements	129,060.46	46,000.00	-	Deferred Revenue
Total Revenue		129,060.46	46,000.00	-	
85000	Grant expenses	30,737.92	75,000.00	2,800.00	
Total Expenses		30,737.92	75,000.00	2,800.00	
Report Difference		98,322.54	(29,000.00)	(2,800.00)	
044	Tulelake Cultural VC				
40500	State Reimbursements	279,387.50	120,000.00	16,678.00	Reimbursement Revenue
43700	Other Reimbursements	-	6,724.00	-	
44000	Interest Income	4.06	3.00	-	
Total Revenue		279,391.56	126,727.00	16,678.00	
60200	Bank Fees	312.21	280.00	-	
85000	Grant expenses	285,803.00	119,723.00	39,512.25	
Total Expenses		286,115.21	120,003.00	39,512.25	
Report Difference		(6,723.65)	6,724.00	(22,834.25)	

City of Tulelake
Summary Budget Comparison
From 7/1/2026 Through 6/30/2027

02	Public Works				
020	Resources Recycling & Recovery Grant				
40500	State Reimbursements	5,000.00	5,000.00	-	Reimbursement Revenue
43700	Other Reimbursements	2,300.00	2,500.00	-	
Total Revenue		7,300.00	7,500.00	-	
50000	Regular Wages	5,337.45	5,475.00	2,070.25	
50600	Sick Pay	271.12	300.00	76.05	
51000	Payroll Tax - Federal	428.95	450.00	164.14	
51100	Payroll Tax - State	105.12	125.00	34.94	
52300	Workers Comp Insurance	1,124.18	1,150.00	400.37	
Total Expenses		7,266.82	7,500.00	2,745.75	
Report Difference		33.18	-	(2,745.75)	
03	Police Department				
037	Police Department Health & Wellness Grant				
40500	State Reimbursements				
Total Revenue		-	-	-	Deferred Revenue
85000	Grant expenses	1,291.65		-	
Total Expenses		1,291.65	-	-	Closed 12/2025
Report Difference					
02	Enterprise Fund - Water				
02	Public Works				
032	Water System Improvements 1012-53				
85000	Grant expenses	14,124.60	-	-	Closed 2/2026
040	Small Communities Drought Relief Grant				
40500	State Reimbursements	1,128,303.80	90,000.00	79,305.47	Reimbursement Revenue
43700	Other Reimbursements	75,000.00	-		Deferred Revenue
Total Revenue		1,203,303.80	90,000.00	79,305.47	
85000	Grant expenses	1,184,998.67	90,000.00	70,734.51	
Total Expenses		1,184,998.67	90,000.00	70,734.51	
Report Difference		18,305.13	-	8,570.96	
03	Enterprise Fund - Sewer				
02	Public Works				
031	Wastewater Improvement Systems 1012-55				
40500	State Reimbursements	237,800.00	40,000.00	-	Reimbursement Revenue
Total Revenue		237,800.00	40,000.00	-	
85000	Grant expenses	238,793.75	40,000.00	38,200.00	
Total Expenses		238,793.75	40,000.00	38,200.00	
Report Difference		(993.75)	-	(38,200.00)	
13	Local Transportation Fund				
02	Public Works				
008	State Transportation Improvement				
40700	State Transportation Revenue	56,752.57	825,000.00	-	Reimbursement Revenue
Total Revenue		56,752.57	825,000.00	-	
60200	Bank Fees	313.00	-	-	
85000	Grant expenses	-	825,000.00	-	
Total Expenses		313.00	825,000.00	-	
Report Difference		56,439.57	-	-	

City of Tulelake
Summary Budget Comparison
From 7/1/2026 Through 6/30/2027

40700	State Transportation Revenue	-	85,000.00	-	Reimbursement Revenue
Total Revenue		-	85,000.00	-	
043	Grant expenses				
85000	C Street - RSTP & CRRSAA 1012-5812	48,817.71	36,100.00	1,139.40	Requested FY25/26 3/2026 -Have not received- Contact Cal- Trans.
Total Expenses		48,817.71	36,100.00	1,139.40	
Report Difference		(48,817.71)	48,900.00	(1,139.40)	
Overall	Grant Revenue	2,198,957.29	1,376,727.00	110,238.47	
Overall	Grant expenses	2,061,470.36	1,350,103.00	200,430.36	
Report Difference		137,486.93	26,624.00	(90,191.89)	Differences are due to timing of receiving reimbursements.

City of Tulalake Grant Budgets

Account Code	Account Title	Prior Year Actual	Amended FY 2026- 2027 Budget	Current Period	Notes
		FY 2025-2026 Unaudited		Actual through 8/31/2026	
1.00	General Fund				
01	City Administration				
035	EPA Brownfields CWA Grant				
40500	State Reimbursements	136,844.22	40,500.00	14,255.00	Reimbursement Revenue
Total Revenue		136,844.22	40,500.00	14,255.00	
85000	Grant expenses	136,844.22	40,500.00	14,255.00	
Total Expenses		136,844.22	40,500.00	14,255.00	
Report Difference		-	-	-	
1.00	General Fund				
01	City Administration				
041	Chief Resilience Officer Grant				
40500	State Reimbursements	148,504.68	120,000.00	-	Reimbursement Revenue
Total Revenue		148,504.68	120,000.00	-	
50000	Regular Wages	68,038.46	70,005.00	18,033.95	
50300	Comp Time Pay - Straight Time	1,194.30	-	-	
50500	Vacation Pay	4,212.20	4,800.00	3,214.67	
50600	Sick Pay	3,564.89	2,800.00	646.91	
50700	Holiday Pay	4,900.11	5,200.00	1,035.06	
51000	Payroll Tax - Federal	6,127.82	6,200.00	1,716.95	
51100	Payroll Tax - State	189.00	200.00	-	
52000	Retirement Exp - CalPERS	9,706.67	9,900.00	2,657.41	
52100	Health Insurance	12,805.68	15,200.00	3,361.74	
52200	Dental Insurance	691.20	700.00	172.80	
52300	Workers Comp Insurance	521.16	550.00	131.46	
63000	Office Supplies	159.98	-	-	
85000	Grant expenses	55.34	4,445.00	72.50	
Total Expenses		112,166.81	120,000.00	31,043.45	
Report Difference		36,337.87	-	(31,043.45)	
042	Permanent Local Housing Allocation Grant				
40500	State Reimbursements	129,060.46	45,148.00	-	Deferred Revenue
Total Revenue		129,060.46	45,148.00	-	
85000	Grant expenses	30,737.92	75,000.00	2,800.00	
Total Expenses		30,737.92	75,000.00	2,800.00	
Report Difference		98,322.54	(29,852.00)	(2,800.00)	
044	Tulalake Cultural VC				
40500	State Reimbursements	279,387.50	120,000.00	16,678.00	Reimbursement Revenue
43700	Other Reimbursements	-	6,724.00	-	
44000	Interest Income	4.06	3.00	-	
Total Revenue		279,391.56	126,727.00	16,678.00	
60200	Bank Fees	312.21	280.00	-	
85000	Grant expenses	285,803.00	119,723.00	39,512.25	
Total Expenses		286,115.21	120,003.00	39,512.25	
Report Difference		(6,723.65)	6,724.00	(22,834.25)	

02	Public Works				
020	Resources Recycling & Recovery Grant				
40500	State Reimbursements	5,000.00	5,000.00	-	Reimbursement Revenue
43700	Other Reimbursements	2,300.00	2,500.00	-	
Total Revenue		7,300.00	7,500.00	-	
50000	Regular Wages	5,337.45	5,475.00	2,070.25	
50600	Sick Pay	271.12	300.00	76.05	
51000	Payroll Tax - Federal	428.95	450.00	164.14	
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Report Difference		33.18	-	(2,745.75)	
03	Police Department				
037	Police Department Health & Wellness Grant				
40500	State Reimbursements				
Total Revenue		-	-	-	Deferred Revenue
85000	Grant expenses	1,291.65		-	
Total Expenses		1,291.65	-	-	Closed 12/2025
Report Difference					
02	Enterprise Fund - Water				
02	Public Works				
032	Water System Improvements 1012-53				
85000	Grant expenses	14,124.60	-	-	Closed 2/2026
040	Small Communities Drought Relief Grant				
40500	State Reimbursements	1,128,303.80	90,000.00	79,305.47	Reimbursement Revenue
43700	Other Reimbursements	75,000.00	-		Deferred Revenue
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85000	Grant expenses	1,184,998.67	90,000.00	70,734.51	
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03	Enterprise Fund - Sewer				
02	Public Works				
031	Wastewater Improvement Systems 1012-55				
40500	State Reimbursements	237,800.00	40,000.00	-	Reimbursement Revenue
Total Revenue		237,800.00	40,000.00	-	
85000	Grant expenses	238,793.75	40,000.00	38,200.00	
Total Expenses		238,793.75	40,000.00	38,200.00	
Report Difference		(993.75)	-	(38,200.00)	

13	Local Transportation Fund				
02	Public Works				
008	State Transportation Improvement				
40700	State Transportation Revenue	56,752.57	825,000.00	-	Reimbursement Revenue
Total Revenue		56,752.57	825,000.00	-	
60200	Bank Fees	313.00	-	-	
85000	Grant expenses	-	825,000.00	-	
Total Expenses		313.00	825,000.00	-	
Report Difference		56,439.57	-	-	
40700	State Transportation Revenue	-	85,000.00	-	Reimbursement Revenue
Total Revenue		-	85,000.00	-	
043	Grant expenses				
85000	C Street - RSTP & CRRSAA 1012-5812	48,817.71	36,100.00	1,139.40	Requested FY25/26 3/2026 -Have not received- Contact Cal- Trans.
Total Expenses		48,817.71	36,100.00	1,139.40	
Report Difference		(48,817.71)	48,900.00	(1,139.40)	
Overall	Grant Revenue	2,198,957.29	1,379,875.00	110,238.47	
Overall	Grant expenses	2,061,470.36	1,354,103.00	200,430.36	
Report Difference		137,486.93	25,772.00	(90,191.89)	Differences are due to timing of receiving reimbursements.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**DIVISION OF STATE FINANCIAL ASSISTANCE**

651 BANNON STREET, SUITE 400, SACRAMENTO, CA 95811

P. O. BOX 952054, SACRAMENTO, CA 94252-2054

(916) 263-2771

www.hcd.ca.gov

August 28, 2026

Jenny Coelho, Chief Resilience Officer
City of Tullake
P.O. Box 847
Tullake, CA 96134

Dear Jenny Coelho:

**RE: Conditional Award Commitment and Acceptance of Terms and Conditions
Permanent Local Housing Assistance, Round 5, Notice of Funding Availability
(NOFA), Fiscal Year 2026/2027
City of Tullake - City of Tullake
Contract No. 22-PLHA-17892**

The California Department of Housing and Community Development ("**Department**" or "**HCD**") issued a Permanent Local Housing Assistance (**PLHA**), Round 5, Notice of Funding Availability on October 15, 2024. The Department is now pleased to inform you of this conditional award to the City of Tullake ("**Awardee**"). This conditional award is a grant in the amount of \$45,148 (the "**Conditional Award**") for the above-referenced project (the "**Project**") and includes the following activity/activities awarded:

- Efforts to Acquire and Rehabilitate Foreclosed or Vacant Homes and Apartments
- Predevelopment of Affordable Rental Housing
- Predevelopment of Rental/Ownership Housing

The Conditional Award is based on and subject to the Applicant Representations and the Terms and Conditions of Conditional Award, both as further specified and described in this notice of the Conditional Award (the "**Conditional Award Commitment**"). This Conditional Award may only be accepted by timely delivery of a fully executed Acceptance of Terms and Conditions of Conditional Award form to the Department (an executed copy of this form is enclosed herein).

I. Applicant Representations – Basis of Conditional Award

In response to the above-mentioned NOFA, the Awardee(s) submitted an application for grant funding of the Project (that application, and all communications and documentation submitted to the Department in support thereof, the "**Application**").

The Department is making this Conditional Award to the Awardee(s) on the basis of, and in reliance upon, the representations, warranties, projections, and descriptions that the Awardee(s) submitted as part of the Application (the "**Applicant Representations**").

The Department may rescind this Conditional Award if the Department discovers, at any time prior to disbursement of the Conditional Award, that the Applicant Representations included material misrepresentations or omissions, regardless of whether or not such misrepresentations or omissions were innocent, unintentional, and/or based upon belief.

II. Terms and Conditions of Conditional Award

TIME IS OF THE ESSENCE IN THE SATISFACTION OF THESE TERMS AND CONDITIONS OF CONDITIONAL AWARD.

The Department may rescind this Conditional Award if any of the terms and conditions enumerated in this Section II (the “**Terms and Conditions of Conditional Award**”) are not timely satisfied. The Terms and Conditions of this Conditional Award and their corresponding timelines are described below.

If the Terms and Conditions of this Conditional Award are timely satisfied, the Department will (i) promptly provide a written notification to the Awardee via electronic mail; and (ii) circulate an executed copy of an STD 213, Standard Agreement, for all appropriate signatures and approvals in accordance with the timeline specified in Section III of this Conditional Award Commitment.

All timelines shall be calculated in calendar days. Any deadline falling on a weekend or State of California holiday shall be extended to the next business day.

A. Timely Execution of Acceptance of Terms and Conditions of Conditional Award Form

The Awardee shall execute and deliver a copy of the enclosed Acceptance of Terms and Conditions of Conditional Award to the Department within ten (10) calendar days of the date of this Conditional Award Commitment. The Department will deem this condition to be unsatisfied if it receives an executed Acceptance of Terms and Conditions of Conditional Award that has been substantively modified, altered, or amended in any way. The signed Acceptance of Terms and Conditions of Conditional Award form must be submitted to PLHA@hcd.ca.gov.

III. Delivery of Standard Agreement

In an effort to be responsive to each Awardee’s closing needs and to ensure timely commitment of funds, the Department commits to delivering an executed copy of the Standard Agreement relative to this Conditional Award within ninety (90) calendar days of receiving all required documents, including all legally sufficient Authorization and Organizational Documents, in connection with this Project and as applicable.

Permanent Local Housing Assistance, NOFA, Round 5, Conditional Award Commitment
City of Tulelake - *City of Tulelake*
Contract No. 22-PLHA-17892
August 28, 2026
Page 3

Congratulations on your successful application. For further information, please contact Kelsey Barraza, PLHA Program Manager, Access to Opportunity Branch, at (916) 820-1287 or Kelsey.Barraza@hcd.ca.gov.

Sincerely,

A handwritten signature in blue ink that reads "Jennifer Seeger". The signature is written in a cursive, flowing style.

Jennifer Seeger
Deputy Director
Division of State Financial Assistance

Enclosure: Acceptance of Terms and Conditions of Conditional Award form

California Department of Housing and Community Development

**Permanent Local Housing Assistance, Round 5
Notice of Funding Availability**

Acceptance of Terms and Conditions of Conditional Award

City of Tulelake ("**Awardee**")
City of Tulelake ("**Project**")

Permanent Local Housing Assistance NOFA award totaling \$45,148 ("**Conditional Award**"), activity/activities awarded as detailed below:

- Efforts to Acquire and Rehabilitate Foreclosed or Vacant Homes and Apartments
- Predevelopment of Affordable Rental Housing
- Predevelopment of Rental/Ownership Housing

By signing this Acceptance of Terms and Conditions of Conditional Award, the Awardee acknowledges having read and fully understood the terms and conditions of the Conditional Award Commitment, dated August 28, 2026, in connection with this Project.

Jenny Coelho, Chief Resilience Officer
City of Tulelake

Date

**** For HCD Use Only ****

☐ Authorized Representatives Verified

☐ All Parties Signed

Date Received: _____