



Home of the Best Water on Earth

City of Dunsmuir

Budget 2021-2023

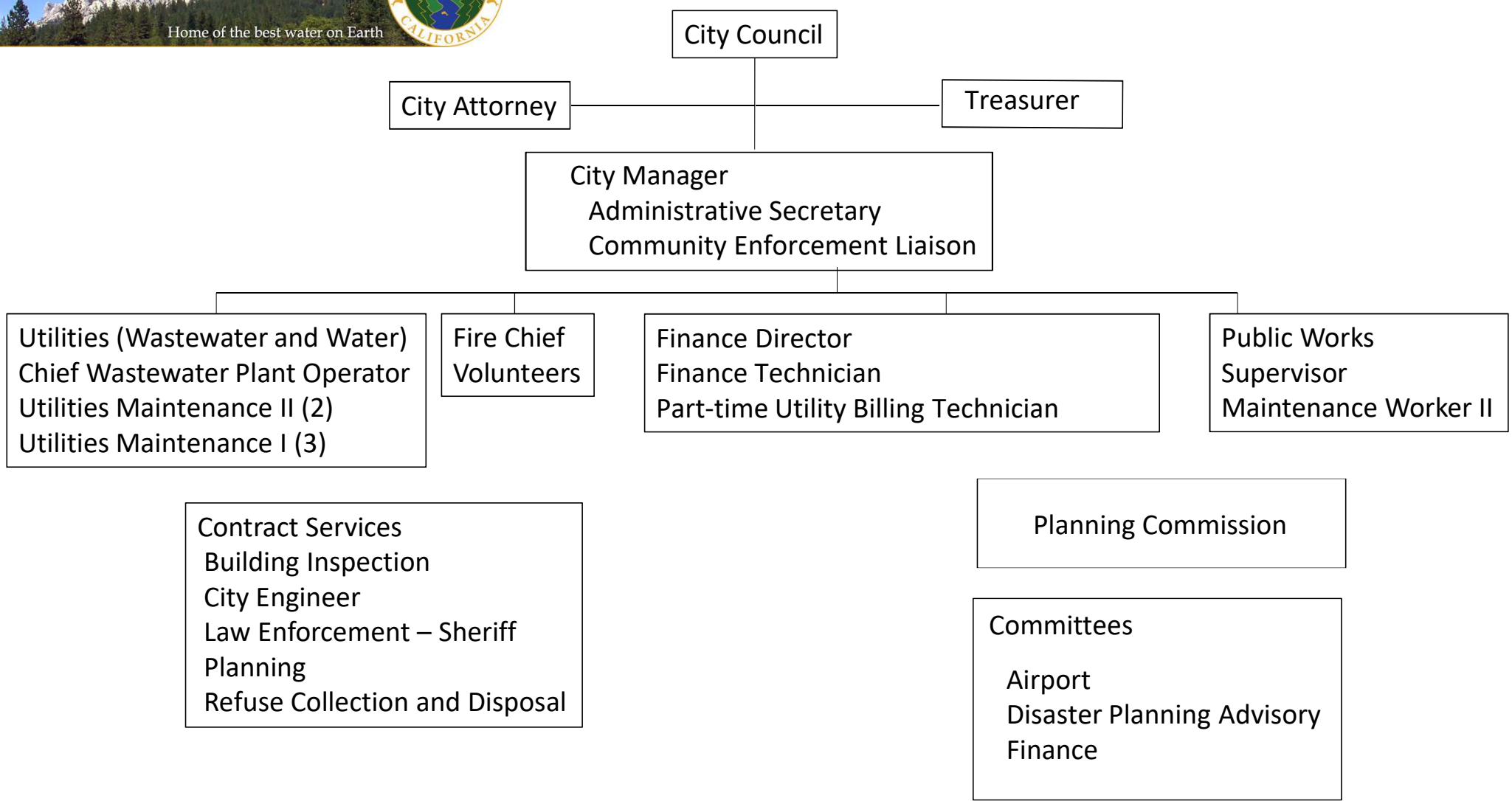


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City of Dunsmuir Organization Chart





Dunsmuir Vision Statement

In Dunsmuir we commit to building on our heritage while enhancing the quality of life for all.

We collaborate to foster pride, develop a vibrant and diverse economy, preserve our mountain environment, and celebrate our active and creative community.

Goals

Fiscal Year 2021-2023

- Improve infrastructure – including sidewalks
- Investigate options for improving law enforcement coverage
- Continue fulltime code enforcement including vigorous work towards compliance with the vacant and distressed building ordinance
- Use planning to further economic development goals. Use awarded grant funds to revamp fee structure to better cover hourly rates for the city planner and code enforcement officer
- Revise bail structure for code enforcement to bring in-line with recently adopted state rates
- Work towards restoring and expanding the tax base post pandemic
- Improve community disaster preparedness and emergency response
- Improve and support tourism offerings in the City through financial allocations and City support

Goal Outcome

Improve Infrastructure

Continue major infrastructure improvements to include: the downtown tank replacement project, sewer and water delivery system upgrades, and the Mossbrae Springs delivery system through a combination of USDA grants and loans and an IRWM grant. Continue to seek grants to further upgrade the City's sewage treatment plan and water delivery.

Reconstructed the airport runway in 2021 with an FAA Grant and apply for another no match grant for paving taxiways, should the FAA release another notice of availability of CARES Act Grant funds.

Sidewalks

In 2017 the City Council approved the use of four types of deciduous trees to be planted along sidewalks throughout Dunsmuir that do not cause "root heaving" of sidewalks.

The Public Works Department leveled and re-laid pavers surrounding tree wells and, in conjunction with the County Public Works Department, replaced 3 sections of sidewalks.

City completed an assessment of all city-maintained sidewalks and remedied some of the deficiencies.

Roads

The Public Works department has been completing street crack fill utilizing the City's gas tax funds. The County is renewed a pavement management study countywide.

STIP funding is in the works and slated for engineering in 2022 and construction soon there-after.

Butterfly Bridge engineering is progressing.

Investigate options for improving law enforcement

City staff has worked with the Sheriff Department to identify expectations. Constant communications between the Police Chief and City Manager has improved law enforcement within the City of Dunsmuir.

The committee formed to negotiate the contract will continue to meet with the Sheriff's office to maintain high levels of communications. Explore ways to save money during contract negotiations.

Investigate options for improving code enforcement

The Code Enforcement position has been filled. The Code Enforcement officer has moved to abate problem properties using the Nuisance Abatement provision of municipal code, and is enforcing the Hazardous Vegetation Ordinance to reduce fuel loads on private properties. The City has identified vacant and distressed buildings and will vigorously enforce the related Vacant and Distressed Building Ordinance once Phase 3 of the statewide post-Covid 19 reopening has commenced.

Create greater financial resiliency and improve reserves

The Water and Sewer fund have plans in place to maintain reserves. The General fund has a reserve but needs a plan for maintaining or increasing reserve and funding capital projects. Continue to seek a viable income generating land use at the airport to address Airport Enterprise Fund insolvency.

Improve community disaster preparedness and emergency response

Continue current work on completing the Local Hazard Mitigation Plan and consolidating it with Siskiyou County's Plan. Continue to support the Dunsmuir Fire Safe Council.

Improve and support tourism offerings in the City

Continue to work with SEDC on their Countywide work on tourism promotion and economic resiliency during major disruptive events (e.g. pandemic, fire, earthquakes, others).; Continue Community Promotions funding as feasible.

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June 13th, 2021

Honorable Mayor and City Council:

In accordance with the Dunsmuir Municipal Code Section 2.08.030 G, the following represents the preliminary budget recommended by staff and the Finance Committee submitted for approval by the City Council for FY 2021-23. Based on direction provided by Council last year, staff is again prepared to adopt a two-year budget.

Prior to determining Dunsmuir's needs for the two-year budget, the City Manager, Finance Director, and department heads met to discuss a list of priorities and operational requirements to meet service expectations for each area of City operation. This information was then shared with the Finance Committee and then presented to City Council for their consideration as a financial plan framework. Within this two-year budget, the City will meet or exceed our twenty percent target reserve number for both years. This shift away from last year's dire predictions of diminished reserves and a drastic decline in revenue due to the pandemic shutdown have not materialized. Instead, we've seen an increase in visitors to the area throughout the year as those from larger metropolitan areas have flocked to the Northstate to avoid crowds and for remote workers to recreate/live in a more idyllic setting.

Budget Outlook and Priorities:

What a year plus it has been. Last year, the Coronavirus Pandemic was in full swing and we were predicting a budget shortfall of ten percent. We also promised to revisit the budget at the end of the tourist season to determine if more drastic measures would need to be employed to keep the City afloat. We also broke with custom and dipped well below a twenty percent reserve and adopted a twelve percent target to meet the City's most basic needs. The budget also called for cutbacks to an already bare bones budget.

The next two years budget picture appears to be brighter. This is due to several factors. In response to the pandemic, the Federal Government passed legislation that allocates billions of dollars to entitlement and non-entitlement cities (those with a population below 50,000). In the legislation, allocations to non-entitlement cities like Dunsmuir, known as NEUs, were to be disbursed in two tranches during fiscal years 21-22 and 22-23. When the legislation passed, the reported total allocation to Dunsmuir was \$251,000 over the two-year period. During rulemaking, the total allocation was revised upward to approximately \$375,000. While there are limits on how this money can be spent, this is obviously good news for the City. I urge Council members and the public with time and the inclination to review the spending guidance as outlined by the Treasury in the following link:

https://home.treasury.gov/system/files/136/NEU_Guidance.pdf

In terms of actual revenue brought into the City's General Fund to date- received through April of this year- (there is typically a two-month lag-time in reporting end of year actuals) we are in a solid financial

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position. In comparison to *revenues received for the entirety of FY 2020*, TUT is on track to meet last year's total. In addition, the current TOT received through April already exceeds last year's total by approximately \$25,000 with two months of reporting to go. However, staff is using conservative projection estimates for total TUT and TOT for the two-year budget.

Based on the proposed budget and with the inclusion of a conservative revenue forecast, we are expected to run a minimum reserve of twenty percent in FY 21-23. While we appear to be turning the corner on the pandemic nationally, our positive case rate in Siskiyou County is heading in the opposite direction. Barring any unforeseen large spike in Covid cases due to the emergence of vaccine resistant variants, it is likely that we will continue to see improved revenue numbers at least through the end of FY 2023. One of the reasons is that tourism is predicted to remain strong in the Northstate (CA Dept. of Finance, Visit CA Tourism Economics 2021).

In adopting this budget, staff has offered the following goals and objectives for the years 2021-23:

1. Purchase the Children's Park property and replace the equipment using Proposition 68 funds to eliminate rent paid to the underlying property owner;
2. Continue negotiating a new solid waste contract and consider including new services to meet the needs of residents and to meet upcoming State collection mandates;
3. Finalize negotiations with the Dunsmuir Rod and Gun Club (expected in August 2021) to help defray some of the Airport Enterprise Fund's debt to the General Fund;
4. Explore development opportunities at the Airport;
5. Develop an operational plan that reasonably predicts solvency for the Airport Fund;
6. Spend the absolute minimum on the airport until an operational plan is adopted;
7. Continue to use County inmates with required community service debts for cemetery upkeep;
8. Hire a new Public Works Director to fill the retiring Public Works Supervisor's role;
9. Adopt more modest predictions of Cannabis revenue based on the slow rate of cannabis business openings in FY 20-21. Pressure Cannabis CUP holders to meet their obligations under their conditions of approval;
10. Revise the City fee schedule for Planning for better cost recovery. Continue to seek maximum reimbursement through available planning fund sources to include; SB2 Funds, LHMP Funds; Siskiyou Homeless Services; CDBG Planning Grants; CalFire; Federal; others not identified to date;
11. Use EDBG/CDBG Program Income to replace the library's roof, expand the Hedge Creek Parking Area and install a muni-meter to create visitor turnover, to generate income for the City, and meet increased user demand;
12. Work with the Trail Association to complete plans for the Mossbrae Trail and to reach agreement with Union Pacific on a rent rate for use of their property;
13. Negotiate with the County to gain control of the abandoned well located adjacent to the airport;

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14. Work with the Federal Economic Development Association on developing a viable grant proposal for development of the 11.7 acre parcel adjacent to the Airport;
15. Consider the adoption of a resolution in support of maintaining a twenty percent budget reserve, while outlining a specific set of emergency circumstances under which this threshold can be breached.

The General Fund, as stated earlier, will run a minimum reserve of at least twenty percent over FYs 2021-2023. This is barring any unforeseen circumstances.

The single largest expenditure in the General Fund continues to be for law enforcement. The Memorandum of Understanding with Siskiyou County and the Sheriff's office will need to be renegotiated with an expected increase in cost per hours of service coupled with overtime costs. Given that the sales tax measure in support of law enforcement did not pass this last November, we will have to get creative in terms of keeping costs low - up to and including the potential for a decrease in service hours.

Staff has readjusted projected cannabis tax proceeds from \$55,000 down to \$5,000 based on the slow rate at which cannabis related operations have rolled out over the last year. Several cannabis business permits have been issued, however, three entities are in breach of the conditions of approval related to the issuance of their Conditional Use Permits. These breaches relate to the condition that a cannabis business entity must be up and running from the date of permit issuance within six months or their cannabis business license can be permanently revoked. Staff is in contact with each permit holder to remind them of their obligations.

The water bottling facility owned by the City is under lease and rents are being received along with proceeds paid by the commercial entity. Consistent with the lease agreement with the bottling plant, rent will increase substantially during the current fiscal year.

Our Code Enforcement Officer has been on the job for more than a year and has made significant progress in cleaning up neglected properties and removing abandoned and inoperable vehicles. Staff strongly recommends adding another public works position to meet increased demand from out of town visitors as well as to meet current service expectations. Public Works has gone without filling a full-time position for more than five years.

Utility funds include water, sewer, and solid waste enterprises. All have had five-year plans adopted by the City Council and rates were adjusted after Proposition 218 elections. The budget includes the recommendations from the five years plans. Also included is a permanent contract position for a Grade III Wastewater Chief Plant Operator. This position has been filled at a significantly lower rate by a part time contractor, though this is not a viable long-term solution. This position was called for in a rate study and in State Board evaluations of Dunsmuir's operations.

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New sewer rates were adopted back in July 2019. Flat rate fees have increased and commercial rates have been based on winter usage. As was reported earlier this year, it has been determined that a shortfall in sewer revenues has been attributed to the over estimation of occupied residences by the consulting firm contracted to complete the last Sewer and Water Rate Study. This has resulted in a significant overestimation of properties shouldering the collective costs of the system. This has resulted in an *underestimation* of the required sewer rates per property to keep the enterprise fund solvent. The same consultant has agreed to update the Sewer Rate Study at their cost and a proposed roll-out of new sewer rates to be phased in over a five-year period will be forthcoming. Capital improvements to the collection system and to the plant are to be done during the next five fiscal years. Much of the capital work anticipates grant assistance.

In the Water Department, rates have reached their highest increment according to the five-year plan. Therefore, an updated water rate study is in the works. A multimillion-dollar water main replacement project is underway. The replacement of the old water tank and the replacement of lines associated with it are slated to start soon. An additional high priority project includes improvements to the collection and transmission system at the Mossbrae Source Springs. The pipes have reached their functional life span and need to be replaced. Grants and low interest loans will be used for this work.

After a lengthy RFP process, it has been determined that Clemens Waste Removal will continue to serve Dunsmuir. A new contract with the firm is under negotiation with staff and appointed ad-hoc committee members.

Tauhindauli Park continues to be maintained by the Parks District. The City's contract with the District is funded through an annual allocation received from the Endowment Fund.

The Airport Fund continues to operate in a deficit. There are several plans being discussed to provide for long-term financial health of the Fund, but none of immediate impact other than the recent increase in hangar fees. The Airport Committee continues to provide valuable guidance regarding suggested operations. The reconstruction of the runway is nearly complete thanks to a multimillion dollar, no-match grant provided by the FAA. Another grant for Preliminary Engineering for the north taxiway and apron is under review by the FAA. The largest untapped opportunity remains the development of the property to the east of the airport. This development depends on gaining exclusive rights over a working well located to the northwest of the airport. Those negotiations are in progress with the County. Discussions are also underway with the Federal Economic Development Administration on ways to plan and fund the development of the 11.7 acre parcel adjacent to the airport.

Consistent with last year's adopted budget the City went out to bid for the purchase of a new truck to replace a vehicle that has exceeded its functional life span.

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The Butterfly Bridge Project continues to move forward with Jacobs Engineering taking the lead role with funding provided by CalTrans. The bridge is slated for a construction start in the spring of 2023.

The Capital Improvement line item in the budget has been updated. In the past, the cost of equipment replacement or major repairs of vehicles or other capital assets have not been reflected in the budget. In the spirit of true transparency and with the recommendation of the City Auditor, the City added a line item in last year's budget for these anticipated costs.

The City had several years in which claims were brought before the City and resolved through insurance disbursements. The City continues to pay for the cost of these claims through payments to SCORE, our risk management group. Lately there have been relatively few claims filed. If the trend continues, the City will eventually eliminate our debt to SCORE. This should lead to a reduction in annual premiums.

Looking Forward:

As momentum shifts and there are signs that the worst of the pandemic are over the City's work will turn towards creating economic momentum through a variety of strategies. *First*, while relief has come much later than staff had hoped, Coronavirus relief funds backed by the Federal Community Development Block Grant Program (CDBG) and administered through the State's office of Housing and Community Development have been approved. Our contract program administrator is in the process of developing rules for distribution based on Federal and State mandates. These funds can be used for supporting small businesses that have been impacted by the pandemic and for those that wish to use the funds to start a new business with less restrictive guidelines than are found under the CDBG Program. *Second*, the City has pivoted away from the provision of a standard Economic Development Block Grant (EDBG) based program to a more flexible and nimbler microenterprise program with less restrictive guidelines. *Third*, using significant program income brought in during the previous fiscal year under both the CDBG and EDBG programs, we will be using these funds to leverage additional CDBG Planning Grant funding. This money will be used to support the development of an Economic Revitalization Plan for the City coupled with direct retail outreach. Finally, our *fourth* approach towards developing economic momentum will be through the enforcement of the City's Vacant and Distressed Building Ordinance. Enforcement will support either the development of new businesses in currently underutilized structures or by pressuring owners of these structures to develop viable businesses or sell their properties to those that will. Here's to the future of Dunsmuir.

Staff thanks the City Council for the opportunity to share our thoughts and recommendations for fiscal years 2021-2023.

2021/2022 Personnel Budget

Position	City Manager	Finance Director	Fin. Asst.	Admin Asst.	Utilities Clerk	Pub Works Sup	Pub Works MWI	CSL	Pub Util UM II	Pub Util UM II	Pub Util UM III	Pub Util UMI	Pub Util UMI	Pub Util UMI	Fire Chief	Fire Dept	TOTAL		
<i>Incumbent</i>																			
<i># of part time or volunteers</i>																			
Salaries Regular	114,400	71,448	48,595	47,428		60,080	49,697	35,968	63,414	59,260	60,000	47,371	45,690	45,000	61,595		809,946		
Salaries Part Time	-	-		-	22,204		-	-		-	-	-			10,670		32,874	842,820	
FICA	8,752	5,466	3,718	3,628	1,699	4,596	3,802	2,752	4,851	4,533	4,590	3,624	3,495	3,443	4,712	816	64,476		
PERS employer	8,683	5,423	3,688	3,600	1,685	6,212	5,139	2,730	6,557	6,127	6,204	4,898	3,468	3,416	8,087		75,918		
Life Insur.	275	45	74	104	-	409	104	441	441	275	155	409	74	45	441	-	3,293		
Health Insur.	28,117	20,455	20,455	9,529		20,455	28,117	7,760	20,455	20,455	20,455	20,455	9,529	20,455	9,529		256,220		
Workers Comp	1,965	1,227	835	815	381	7,718	6,385	4,621	8,147	7,613	7,708	6,086	5,870	5,781	7,534	19,422	92,107	92,107	
Deferred Comp.	2,288	1,429	972	949	-	1,202	994	719	1,268	1,185	1,200	947	914	900	1,232	-	16,199		
Personnel Total	164,480	105,493	78,336	66,053	25,969	100,672	94,237	54,991	105,133	99,450	100,312	83,790	69,039	79,039	93,130	30,908	1,351,032	1,351,032	
SCORE share Liability	10,125	6,494	4,822	4,066	1,599	6,197	5,801	3,385	6,472	6,122	6,175	5,158	4,250	4,865	5,733	1,903	83,167	83,167	
ERMA	560	359	267	225	88	343	321	187	358	339	342	285	235	269	317	105	4,602	4,602	
SCORE Assessment	4,870	3,123	2,319	1,956	769	2,981	2,790	1,628	3,113	2,944	2,970	2,481	2,044	2,340	2,757	915	40,000	40,000	
PERS Unfunded Liability	15,040	9,393	6,389	6,235	2,919	7,899	6,534	4,729	8,337	7,791	7,888	6,228	6,007	5,916	8,098	1,403	110,805	110,805	
General Fund																		1,589,606	
City Manager - 502	25%	5%		15%													39,287		
City Clerk - 503	5%			35%													22,320	345,026	
Planning - 506	5%			20%													15,206		
Finance - 507	5%	45%	38%		10%												58,558		
Code Enforcement - 509	10%							85%									42,013		
Fire - 510															100%	100%	72,265		
Streets - 513	5%	5%				46%	31%										52,335		
Buildings/Grounds - 514						46%	31%										43,043		
Tauhaindauli Park - 14						1%	1%										1,098	1,098	
Waste Water - 20	15%	15%	20%	10%	30%			5%	75%	25%	100%	50%	5%	95%			241,894	241,894	
Solid Waste - 25	10%	10%	20%	10%	30%	5%	5%										45,197	45,197	
Water - 30	15%	15%	20%	10%	30%		30%	5%	25%	75%		50%	95%	5%			195,347	195,347	
Airport - 40	5%	5%	2%			2%	2%	5%									14,258	14,258	
Check sum	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	842,820	842,820	

Governmental Funds

Fiscal Year 2021-2023

Governmental funds are those that account for governmental activities funded by general revenues (i.e. taxes and fees) and special revenues (i.e. grants, subventions, special assessments, etc.).

General Fund

General Fund (10)

The General Fund is used for all the general revenues of the City not specifically levied or collected for other City funds, and the related expenditures. The major revenue sources for this fund are property taxes, sales taxes, franchise fees, business licenses, unrestricted revenues from the state, fines and forfeitures and interest income.

Cannabis (Dept: 420)

This Department is used to track revenues and expenditures related to the Cannabis tax.

Law Enforcement (Dept: 509)

This Department within the General Fund revenue is used to track appropriation from the state for special law enforcement activities, and used to support the Siskiyou County Sheriff Department in their contract role with the City of Dunsmuir.

State Safety (Dept: 511)

This Department is used to track grant appropriations specifically in support of the Fire Department.

Special Revenue Funds

Local Transportation Fund (50)

Fund setup to track revenue and expenditures related to funding programmed through the Siskiyou County Local Transportation Commission.

SB-1 Transportation Fund (58)

The Road Repair and Accountability Act of 2017 provides funding for transportation purposes for local streets and roads from fuel excise taxes, commercial vehicle weight fees, local transactions and use taxes, and federal funds.

Gas Tax Funds (59, 64)

Established to account for revenues and expenditures on road-related projects in the City of Dunsmuir. Financing is provided by the City's share of the statewide tax on gasoline and other fuels. Fund 64 is specifically used for revenue and expenditures related to the removal of snow.

Fire Assessment Tax Fund (70)

The Fire Assessment Fund was established for the sole purpose of providing funding for vehicles and associated equipment for fire protection and emergency medical services to be used by the Dunsmuir Volunteer Fire Department.

City of Dunsmuir
Annual Budget

Economic Development Block Grant Fund (82)

This fund was established to track financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects.

Program Income Fund (92)

This fund was established to track the gross income that is directly generated from a CDBG funded activity; primarily from payments of principal and interest on loans made using CDBG funds.

South Dunsmuir Sewer Assessment Fund (93)

This fund is to account for a special assessment on parcels south of Dunsmuir City limits to extend city sewer service to those parcels.

General Fund Revenue

Fund: 10 - GENERAL FUND

Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4100.00 SECURED & UNSECURED TAXES	312,516	293,500	305,000	306,000
4120.00 SALES & USE TAX	147,410	125,000	145,000	150,000
4125.00 TRANSACTION & USE TAX	104,937	90,000	105,000	110,000
4130.00 TRANSIENT OCCUPANCY TAX	186,176	125,000	180,000	200,000
4140.00 FRANCHISES	38,594	38,000	38,000	38,000
4150.00 BUSINESS LICENSE FEE	15,207	16,000	16,000	16,000
4160.00 REAL PROPERTY TRANSFER TAX	3,339	4,500	4,500	4,500
4200.00 ANIMAL LICENSE	683	900	1,000	1,100
4210.00 BUILDING PERMITS	9,899	5,000	6,000	7,000
4215.00 PLAN CHECK FEES	2,907	2,000	3,000	3,000
4230.00 ENCROACHMENT PERMITS	700	500	500	500
4300.00 VEHICLE CODE FINES	649	500	600	600
4310.00 CRIMINAL FINES	-30	200	200	200
4320.00 PARKING TICKETS	2,638	3,000	4,000	4,000
4330.00 CITY ORDINANCE FINES	60	0	1,000	1,000
4400.00 INTEREST - LAIF	4,895	3,000	2,000	3,000
4405.00 INTEREST - CHECKING	44	50	50	50

City of Dunsmuir
Annual Budget

4430.00 BUILDING RENTALS	64,307	63,816	93,892	93,892
4500.00 MOTOR VEHICLE IN-LIEU	0	500	500	500
4510.00 HOMEOWNERS' TAX RELIEF	4,247	3,500	3,500	3,500
4540.00 PROP 172 AUG'N-PUB. SAFETY	15,476	15,500	15,500	15,500
4550.00 VLF NET	187,029	165,000	180,000	190,000
4620.01 Budget Act of 2020 CARES	0	50,000		
4620.02 Stimulus (non-entitlement)	0	0	1	1
4710.00 FISH & GAME IN-LIEU	298	300	300	300
4800.00 ZONING & SUBDIVISION FEES	8,935	8,000	8,000	8,000
4801.00 Environmental Doc. Fees	100	4,000	4,000	4,000
4810.00 VARIANCES	300	2,300	2,300	2,300
4820.00 USE PERMITS	13,960	8,000	8,000	8,000
4830.00 SIGN and FENCE PERMITS	400	500	500	500
4840.00 HDMC REVIEWS	300	3,000	3,000	3,000
4850.00 DISTRICT CALLOUT REIMBURSEMENT	51,275	30,000	30,000	30,000
4870.00 MUTUAL AID/BILLABLE SERVICES	12,449	85,000	85,000	85,000
4875.00 EF RECOVERY TRUST ACCT PAYMENT	8,079	4,000	4,000	4,000
4910.00 IMPOUND FEES	310	0	500	500
4960.00 WATER CHARGES	11,528	10,000	10,000	10,000
5000.00 MISC SERVICE	658	500	500	500
5150.00 UNCLASSIFIED REVENUES	614	500	500	500
5160.00 INDIRECT COST ALLOCATIONS	85,814	243,608	199,562	199,562
5170.00 TRANSFERS IN	0	11,000	11,000	11,000
GENERAL	1,298,437	1,436,174	1,472,405	1,515,505

Dept: 420 Cannabis

Fund: 10 - GENERAL FUND

Revenues

Dept: 420 Cannabis	19/20	budget 20/21	budget 21/22	budget 22/23
4204.20 Cannabis Tax	0	5,000	5,000	10,000
4204.21 Cannabis Fees	4,421	1,500	1,500	1,500

City of Dunsmuir
Annual Budget

Cannabis	4,421	6,500	6,500	11,500
Dept: 509 LAW ENFORCEMENT	19/20	budget 20/21	budget 21/22	budget 22/23
4620.00 STATE GRANT FUNDS	0	0		
4670.00 OTHER FEDERAL GRANTS	155,948	156,727	125,000	125,000
LAW ENFORCEMENT	155,948	156,727	125,000	125,000
Dept: 511 Fire Grant	19/20	budget 20/21	budget 21/22	budget 22/23
4620.00 STATE GRANT FUNDS	5,639	2,870	3,292	3,292
Fire Grant	5,639	2,870	3,292	3,292
Total Revenues	1,464,445	1,602,271	1,607,197	1,655,297

----- **GENERAL FUND** -----

General Fund Reserves: \$500,000

Total Revenues	1,464,445	1,602,271	1,607,197	1,655,297
Total Expenditures	1,336,631	1,639,976	1,669,189	1,697,726
GENERAL FUND	127,814	-37,705	-61,992	-42,429

Reserves at start of fiscal year 2021/2022 \$ 500,000
 Budget 2021/2022 (61,992)
 Reserves at end fiscal year 2021/2022 \$ 438,078

Reserves at start of fiscal year 2022/2023 \$ 438,078
 Budget 2022/2023 (42,429)
 Reserves at end fiscal year 2022/2023 \$ 395,649

City Council

Fiscal Year 2021-2023

The legislative body for the City of Dunsmuir is the City Council. The City Council is advised by the following standing commissions and committees:

- Dunsmuir Planning Commission
- Finance Committee
- Disaster Planning Advisory Committee

The **City Council** for the City of Dunsmuir, comprised of five council members, provides policy direction to the City Manager. The Council adopts ordinances to control the affairs of the City. The Council oversees the fiscal affairs of the City and approves and adopts the annual City budget. The City Council meets on the first and third Thursday of each month at the City Council Chambers.

The City of Dunsmuir **Planning Commission** is a permanent committee of seven persons appointed by the Dunsmuir City Council to review matters related to planning and development. The Planning Commission meets on the first Wednesday of every month at the City Council Chambers for the purpose of considering City land use matters.

The **Finance Committee** is comprised of two City Council members, the City Treasurer, and two citizen members. The City Manager and Finance Director attend these committee meetings as staff support. The Finance Committee meets to review the mid-year budget and draft budgets prior to presentation to the full City Council and receives and approves of the annual audit which is done by an external auditor. The committee also meets to review business loan applications and other city financial issues.

The **Airport Committee** is comprised of two City Council members. City staff (City Manager, Finance Director, and Public Works Supervisor) regularly attend this meeting to update the committee on airport activity.

The **Disaster Planning Advisory Committee** is comprised of five members appointed by the Mayor with consent of the Council. The purpose of the Disaster Planning Advisory Committee shall be to advise the City Council of the City of Dunsmuir on the matters related to disaster preparedness, mitigation, and recovery.

Fiscal Year 2021-2023
Department Detail
Dept. City Council
Fund 10-Dept. 501

Department Detail

Dept: 501 CITY COUNCIL	19/20	budget 20/21	budget 21/22	budget 22/23
7110.00 OVERTIME	291	2,500	2,500	2,500
7130.00 FICA	22	0	200	200
7150.00 GROUP INSURANCE	34	0	400	400
7180.00 DEFERRED COMP	5	0	100	100
7200.00 TRAINING & EDUCATION	5,909	0	6,500	6,500
7210.00 MEETINGS & TRAVEL	104	0	100	100
7230.00 SUB/MEMBERSHIP DUES	1,163	1,500	1,500	1,500
7300.00 PROFESSIONAL SERVICES	5,817	6,000	6,000	6,000

City of Dunsmuir
Annual Budget

7410.00 ADV/NOTICES	314	500	500	500
7730.00 UTILITIES	1,289	1,200	1,300	1,300
7900.00 OFFICE EXPENSES	329	500	500	500
CITY COUNCIL	8,841	12,200	20,100	20,100

City Manager

Fiscal Year 2021-2023

Administration is the principal link between the City Council, City staff, and the public. The role of the Department is to provide the best public service possible to all involved with the City, whether they are residents, business, staff, or the City Council.

City Manager

The City Manager's role is to leverage available resources, whether fiscal, social, or political, towards uses that maximize benefits to the community. In doing so, the City Manager spurs the organization to accomplish Council goals and leads to a high level of citizen satisfaction by providing strong administrative leadership and fostering successful working relationships between the City Council, the public and the staff.

As the City's Chief Executive Officer, the City Manager and staff pursue excellence and professionalism in providing leadership to and management for all departments and services by maintaining transparency, flexibility, clarity, and accountability of the organization to the Council, to the public, and to other agencies. The City Manager is responsible for the enforcement of all laws and City ordinances; appointment of department heads; submission of the annual budget to the City Council and ensure projects are successfully completed to achieve City goals. In addition, the City Manager and staff recommend policies and programs to the City Council based on sound research and advocate Council policy and City interests.

The City Manager also holds the title of: City Clerk, Airport Manager, and Contract Administer for the Sheriff Services, Planning, Building, Solid Waste, Engineering, and City Attorney.

The City Manager's Office will:

- Translate Council policy direction, vision and decisions into reality
- Develop the annual operating budget and present it to the City Council for consideration
- Execute the programs, projects and activities appropriated in the annual budget
- Support the Council's policy making role by ensuring that the Council is provided with timely, accurate, and complete information based on sound research
- Drive fiscal performance to exceed citizen expectations
- Provide support and guidance to City Departments
- Direct the development of special programs that are aligned with the priorities established by the community and the City Council
- Hire and develop City department heads and staff and ensure work performance
- Provide legislative analysis, legislative relations, and coordination of National and California League of Cities events and information sharing
- Provide public education and communicate relevant information to the public, City Council and staff about goals, accomplishments, plans and activities

City of Dunsmuir
Annual Budget

Fiscal Year 2021-2023
Department Detail
Dept. City Manager
Fund 10-Dept. 502

Department Detail

Dept: 502 CITY MANAGER	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	35,836	39,920	39,920	39,920
7130.00 FICA	3,051	3,100	3,100	3,100
7140.00 PERS	2,475	3,100	3,100	3,100
7145.00 CALPERS UNFUNDED LIABILITY	1,465	2,100	2,500	3,500
7150.00 GROUP INSURANCE	8,152	8,000	9,600	10,000
7151.00 LIABILITY INSURANCE	3,182	3,600	3,400	3,600
7152.00 SCORE ASSESSMENT	0	1,700	1,700	1,700
7156.00 ERMA employment insurance	0	270	280	300
7160.00 WORKMAN COMP INSURANCE	667	700	700	700
7180.00 DEFERRED COMP	662	780	780	780
7200.00 TRAINING & EDUCATION	1,411	0	1,500	1,500
7210.00 MEETINGS & TRAVEL	0	0	500	500
7230.00 SUB/MEMBERSHIP DUES	115	1,500	1,500	1,500
7900.00 OFFICE EXPENSES	1,047	500	500	500
CITY MANAGER	26,839	65,270	69,080	70,700

City Clerk & Treasurer

Fiscal Year 2021-2023

The City Manager is the City Clerk, and appoints duties of the Clerk to the Administrative assistant. The Clerk performs various functions required by the Government Code of the State of California, as well as other duties to provide efficient administration of City services. The Treasurer reviews account activities of all money received and paid, and reports to the City Council as needed.

Clerk Support Services

- Prepares City Council, and other Commission and Committee Agendas and distributes.
- Prepares minutes of the City Council and Planning Commission meetings.
- Conducts recruitment for various City committees and commissions
- Receives and processes all claims filed against the city
- Provides prospective City Council members with candidate filing packets
- Coordinate with the County of Siskiyou Elections Department to conduct City elections

Fiscal Year 2021-2023
Department Detail
Dept. City Clerk & Treasurer
Fund 10-Dept. 503

Department Detail

Dept: 503 CITY CLERK & TREASURER	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	23,596	23,000	22,500	23,000
7130.00 FICA	1,842	1,800	1,800	1,800
7140.00 PERS	1,834	1,800	1,700	1,800
7145.00 CALPERS UNFUNDED LIABILITY	873	1,300	1,400	2,000
7150.00 GROUP INSURANCE	5,518	4,100	4,800	500
7151.00 LIABILITY INSURANCE	2,174	2,100	2,100	2,100
7152.00 SCORE ASSESSMENT	0	1,000	1,000	1,000
7153.00 CRIME INSURANCE PROGRAM	1,948	1,000	1,100	1,100
7156.00 ERMA employment insurance	0	155	155	155
7160.00 WORKMAN COMP INSURANCE	397	500	500	500
7180.00 DEFERRED COMP	366	500	500	500
7200.00 TRAINING & EDUCATION	245	0	1,000	1,000
7230.00 SUB/MEMBERSHIP DUES	367	1,000	1,000	1,000

City of Dunsmuir
Annual Budget

7300.00 PROFESSIONAL SERVICES	853	600	600	600
7400.00 ELECTION EXPENSE	0	5,000	1,000	5,000
7410.00 ADV/NOTICES	158	300	300	300
7900.00 OFFICE EXPENSES	138	50	50	50
CITY CLERK & TREASURER	40,843	44,205	41,505	42,405

City Attorney

Fiscal Year 2021-2023

The City Attorney is responsible for providing legal advice to the City Council and staff in carrying out their duties in the operations of the City government. Advise city officials on all types of legal matters pertaining to city business, draft ordinance and resolutions, and perform other series required by staff and City Council. The Attorney, or special counsel supervised by the Attorney, defends the City in all legal actions and brings about suits on behalf of the City.

Attorney Support Services

- Attend city council, planning commission, and committee meetings as needed
- Phone call and email responses to staff and elected officials
- Draft basic resolutions and ordinances
- Prepare contracts

Fiscal Year 2021-2023
Department Detail
Dept. City Attorney
Fund 10-Dept. 505

Department Detail

Dept: 505 CITY ATTORNEY	19/20	budget	budget	budget
		20/21	21/22	22/23
7300.00 PROFESSIONAL SERVICES	27,332	25,000	26,000	26,000
7340.00 LITIGATION EXPENSE	381	3,000	3,000	3,000
CITY ATTORNEY	14,841	28,000	29,000	29,000

Planning

Fiscal Year 2021-2023

Planning is responsible for implementing policies that direct the physical development of the City. This is accomplished through administration of the City’s development codes and regulations including the Zoning Ordinance; local, State and Federal environmental regulations; the Dunsmuir General Plan; and related ordinances and policies adopted by the City.

Planning Support Services

- Answering public inquires for information related to allowable land uses (zoning), property characteristics, site history/prior permits, and other related issues.
- Processing land use applications such as zoning permits, use permits, lot line adjustments, parcel mergers, architectural and design review, new business signs and commercial painting projects.
- Coordination of Planning Commission activities including meeting agendas, public notices, staff reports.
- General Plan updates and implementation of General Plan policies and programs.
- Environmental Review and Mitigation Monitoring.
- Updating existing plans and ordinances and revising or creating new plans and ordinances as needed.
- Submitting reports as needed to State and Federal agencies.

Fiscal Year 2021-2023
Department Detail
Dept. City Planning
Fund 10-Dept. 506

Department Detail

Dept: 506 PLANNING	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	15,793	15,500	15,500	15,500
7130.00 FICA	1,208	1,250	1,250	1,250
7140.00 PERS	1,184	1,250	1,250	1,250
7145.00 CALPERS UNFUNDED LIABILITY	588	900	2,000	2,300
7150.00 GROUP INSURANCE	3,532	2,900	3,400	3,600
7151.00 LIABILITY INSURANCE	1,424	1,450	1,300	1,450
7152.00 SCORE ASSESSMENT	0	700	700	700
7156.00 ERMA employment insurance	0	105	105	105
7160.00 WORKMAN COMP INSURANCE	268	300	300	300
7180.00 DEFERRED COMP	245	350	350	350
7230.00 SUB/MEMBERSHIP DUES	2,303	2,500	2,600	2,600
7300.00 PROFESSIONAL SERVICES	15,675	15,000	15,000	15,000
7310.00 CONTRACT/SPECIAL SERV	47,429	45,000	45,000	45,000
7410.00 ADV/NOTICES	2,806	5,000	4,000	5,000
PLANNING	92,473	92,205	92,755	94,405

Finance

Fiscal Year 2021-2023

The Finance Department is responsible for the fiscal health of the City as well as the collection and expenditure of funds in accordance with all applicable laws and regulations. This includes managing the processes and recording for day-to-day transactions, providing accurate reporting to the City Council, City Manager and other departments as well as performing high level, broad fiscal analysis of current activities, and evaluating economic trends affecting the local economy. As such, the Department is best viewed as providing two levels of service: internal operations and fiscal analysis and advisory services.

Finance Analysis and Advisory Support Services

- Primary advisor to the City Manager and City Council on fiscal and financial matters
- Long range financial planning, including forecasting and budgeting
- Ongoing investigation and identification of fiscal opportunities such as significant sources of new revenues or expense reductions
- Administer the City's Investment and Debt Portfolios

Finance Internal Operation Services

- General accounting services including recording and reporting transactions in accordance with Generally Accepted Accounting Principles (GAAP)
- Provide timely financial detail and summary reports to City management and the City Council to assist them in managing the activities of their respective departments
- Annual budget analysis and document preparation
- Preparation for and management of annual independent fiscal audits
- Grant compliance and reporting
- Utility billing and customer service operations
- Housing and business loan servicing

City of Dunsmuir
Annual Budget

Fiscal Year 2021-2023
Department Detail
Dept. City Finance & Admin
Fund 10-Dept. 507

Department Detail

Dept: 507 FINANCE & ADMINISTRATION	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	59,149	60,000	60,000	60,000
7130.00 FICA	4,527	4,600	4,600	4,600
7140.00 PERS	4,046	4,600	4,600	4,600
7145.00 CALPERS UNFUNDED LIABILITY	2,420	3,300	3,600	5,200
7150.00 GROUP INSURANCE	19,280	15,500	18,400	18,800
7151.00 LIABILITY INSURANCE	5,280	5,900	5,300	5,900
7152.00 SCORE ASSESSMENT	-931	2,700	2,700	2,700
7156.00 ERMA employment insurance	0	430	430	430
7160.00 WORKMAN COMP INSURANCE	1,102	1,100	1,000	1,100
7180.00 DEFERRED COMP	703	1,200	1,200	1,200
7200.00 TRAINING & EDUCATION	749	0		1,000
7210.00 MEETINGS & TRAVEL	0	0		500
7230.00 SUB/MEMBERSHIP DUES	1,699	400	1,500	1,500
7300.00 PROFESSIONAL SERVICES	7,752	8,000	8,000	8,000
7310.00 CONTRACT/SPECIAL SERV	11,896	10,000	8,000	10,000
7320.00 AUDIT	19,244	22,000	25,000	25,000
7410.00 ADV/NOTICES	0	500	500	500
7500.00 ADMIN. CHARGES-BANK SVC FEES	5,171	3,500	9,000	9,000
7610.00 EQUIP MAINT & RPLC	839	1,500	1,500	1,500
7720.00 MAINTENANCE BUILDINGS/GROUNDS	2,257	4,000	4,000	4,000
7730.00 UTILITIES	5,056	6,000	4,000	6,000
7750.00 PHONE CHARGES	4,319	4,000	500	500
7760.00 LEASES/RENTALS	7,310	5,000	5,000	5,000
7900.00 OFFICE EXPENSES	1,975	3,000	3,000	3,000
7920.00 SUPPLIES/MATERIALS	1,775	800	800	800
7930.00 POSTAGE	625	1,200	500	500
FINANCE & ADMINISTRATION	103,711	169,230	174,630	179,830

Building Inspection

Fiscal Year 2021-2023

Building Inspection is responsible for enforcement of Title 24 of the California Code of Regulations, also referenced as the California Building Standards Code, and is established by state law as a code enforcement agency under the administrative and operational control of the Building Official, who is authorized and directed to administer and enforce all the provisions of the Codes with all the powers of a law enforcement officer.

Building Codes are state laws enacted for the purpose of establishing “the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to firefighters and first responders during emergency operations”.

The Building Inspection Division reviews all applications for permits to ensure that submittals are complete and in compliance with Codes and local ordinances. When necessary to expedite reviewing of plans, or for complex or large project applications, an outside plan-review service is needed.

Fiscal Year 2021-2023
Department Detail
Dept. Building Inspection
Fund 10-Dept. 508

Department Detail				
Dept: 508 BUILDING INSPECTION	19/20	budget 20/21	budget 21/22	budget 22/23
7300.00 PROFESSIONAL SERVICES	1,587	3,000	3,000	3,000
7310.00 CONTRACT/SPECIAL SERV	16,368	19,000	19,000	19,000
7900.00 OFFICE EXPENSES	1,849	2,000	2,000	2,000
BUILDING INSPECTION	19,804	24,000	24,000	24,000

Law Enforcement

Fiscal Year 2021-2023

Law Enforcement services are managed through the Sherriff’s office by contract where an appointment of a Police Chief is made for the City of Dunsmuir. The Sherriff’s office and Police Chief is committed to providing high quality law enforcement services, consistent with professional standards and best police practices, and to protecting and respecting the rights of all citizens.

This department also includes a full time Community Service Liaison who enforces the Dunsmuir Municipal Code, anima control issues, and other similar functions in support of upholding the City Municipal Code.

Police Support Services

- Order and civility in public places
- Reduction of crime and victimization
- Offenders held accountable
- Efficient and effective use of resources
- Quality service and customer satisfaction

Fiscal Year 2021-2023
Department Detail
Dept. Law Enforcement
Fund 10-Dept. 509

Department Detail

Dept: 509 LAW ENFORCEMENT	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	20,523	42,000	43,000	43,000
7130.00 FICA	1,579	3,400	3,400	3,400
7140.00 PERS	1,434	3,300	3,300	3,300
7145.00 CALPERS UNFUNDED LIABILITY	22,155	23,028	23,833	24,000
7150.00 GROUP INSURANCE	5,216	9,500	9,500	9,800
7151.00 LIABILITY INSURANCE	4,621	4,200	4,200	4,200
7152.00 SCORE ASSESSMENT	0	2,400	2,000	2,400
7154.00 PROPERTY INSURANCE	3,086	3,900	7,300	7,700
7156.00 ERMA employment insurance	0	310	310	310
7160.00 WORKMAN COMP INSURANCE	4,890	4,200	4,200	4,200
7180.00 DEFERRED COMP	178	900	850	900
7200.00 TRAINING & EDUCATION	247	0	500	500
7210.00 MEETINGS & TRAVEL	0	0	500	500
7240.00 CLOTHING/CLEANING	0	250	250	250
7300.00 PROFESSIONAL SERVICES	409,603	416,000	416,000	416,000

City of Dunsmuir
Annual Budget

7410.00 ADV/NOTICES	823	500	1,000	1,000
7600.00 EQUIPMENT/REPLACEMENT < \$1000	0	500	500	500
7620.00 VEHICLE FUEL	347	1,000	1,500	1,500
7630.00 VEHICLE MAINTENANCE	31	1,500	1,500	1,500
7730.00 UTILITIES	3,089	3,000	3,000	3,000
7750.00 PHONE CHARGES	221	650	1,000	1,000
7920.00 SUPPLIES/MATERIALS	1,163	500	600	600
8000.00 ANIMAL CONTROL	0	100	100	100
LAW ENFORCEMENT	481,909	521,138	528,343	529,660

Fire

Fiscal Year 2021-2023

The Fire Department provides all hazard response, preparedness, and prevention services to protect life and property from fire and all other emergencies. This is accomplished through public education, fire code management, fire suppression, paramedic level pre-hospital emergency medical care, hazardous condition mitigation, and rescue services.

The Fire Chief is responsible for administering the California Fire Code, and nationally recognized standards and practices, as well as conformance with fire and life safety requirements established by local, State and Federal governments, as it relates to new and existing businesses, schools, multifamily and permitted occupancies.

Fire Services

- Operations
- Training
- Fire Prevention

Fiscal Year 2021-2023

Department Detail

Dept. Fire

Fund 10-Dept. 510

	Department Detail			
Dept: 510 FIRE	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	70,401	71,500	71,500	71,500
7110.00 OVERTIME	7,425	75,000	75,000	75,000
7130.00 FICA	5,954	5,600	5,600	5,600
7140.00 PERS	7,617	8,000	8,000	8,000
7145.00 CALPERS UNFUNDED LIABILITY	2,880	4,000	4,400	6,300
7150.00 GROUP INSURANCE	7,796	8,000	10,000	10,000
7151.00 LIABILITY INSURANCE	7,541	8,250	7,500	8,250
7152.00 SCORE ASSESSMENT	0	3,750	3,750	3,750
7154.00 PROPERTY INSURANCE	4,894	6,000	7,300	7,700
7156.00 ERMA employment insurance	0	610	610	610
7160.00 WORKMAN COMP INSURANCE	29,341	29,000	27,000	29,000
7180.00 DEFERRED COMP	0	1,200	1,200	1,200
7200.00 TRAINING & EDUCATION	-1,007	0	1,500	1,500
7210.00 MEETINGS & TRAVEL	277	0	500	500
7220.00 PHYSICAL EXAMS	0	3,200	3,200	3,200
7230.00 SUB/MEMBERSHIP DUES	669	700	1,500	1,500
7300.00 PROFESSIONAL SERVICES	2,473	6,000	6,000	6,000

City of Dunsmuir
Annual Budget

7440.00 FIRE CALLOUTS	1,625	5,000	5,000	5,000
7450.00 EMS CALLOUTS	5,159	5,000	5,000	5,000
7460.00 DISTRICT CALLOUTS	3,036	2,100	2,100	2,100
7470.00 FIRE PRACTICES	3,198	3,000	3,000	3,000
7600.00 EQUIPMENT/REPLACEMENT < \$1000	425	5,000	5,000	5,000
7610.00 EQUIP MAINT & RPLC	6,050	2,000	5,000	5,000
7620.00 VEHICLE FUEL	6,853	7,600	7,600	7,600
7630.00 VEHICLE MAINTENANCE	8,888	8,000	5,000	8,000
7720.00 MAINTENANCE BUILDINGS/GROUNDS	297	1,500	1,500	1,500
7730.00 UTILITIES	6,467	6,000	7,000	7,000
7750.00 PHONE CHARGES	2,503	2,700	2,700	2,700
7760.00 LEASES/RENTALS	0	1,000	1,000	1,000
7900.00 OFFICE EXPENSES	425	1,500	1,500	1,500
7920.00 SUPPLIES/MATERIALS	3,365	2,000	2,000	2,000
8200.00 EQUIPMENT REPLACEMENT	0	2,000	2,000	2,000
FIRE	195,303	285,210	289,960	298,010

Dept: 511 Fire Grant	19/20	budget 20/21	budget 21/22	budget 22/23
7640.00 RADIO REPLC/REPAIR	11,570	5,741	6,584	6,584
Fire Grant	11,570	5,741	6,584	6,584

Fund: 70 - FIRE ASSESSMENT TAX				
Revenues				
	19/20	budget 20/21	budget 21/22	budget 22/23
4100.00 SECURED & UNSECURED TAXES	27,584	27,000	27,000	27,000
4400.00 INTEREST - LAIF	890	500	200	200
Total Revenues	28,474	27,500	27,200	27,200
Expenditures				
	19/20	budget 20/21	budget 21/22	budget 22/23
7480.00 MANAGEMENT/ADM CHARGES	2,292	3,228	2,700	2,700
7600.00 EQUIPMENT/REPLACEMENT < \$1000	0	0	1,000	1,000
Total Expenditures	51,962	3,228	3,700	3,700
FIRE ASSESSMENT TAX	-23,488	24,272	23,500	23,500

Streets & Roads

Fiscal Year 2021-2023

Streets and Roads provides for the maintenance of public streets and roads, of which, Dunsmuir has 16.83 paved centerline miles. Streets and Roads also maintains all the street lights and sidewalk repairs/grindings.

Street and Road Services

- Crack sealing/other minor pavement maintenance
- Snow removal
- Street center line striping/painting
- Street sign maintenance
- Sidewalk grinding/ repairs
- Street sweeping

Fiscal Year 2021-2023
Department Detail
Dept. Streets & Roads
Fund 10-Dept. 513

Department Detail

Dept: 513 STREETS & ROADS	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	47,020	52,000	53,000	54,000
7110.00 OVERTIME	206	700	1,000	1,000
7130.00 FICA	3,613	4,100	4,100	4,100
7140.00 PERS	4,229	5,300	5,300	5,300
7145.00 CALPERS UNFUNDED LIABILITY	2,013	3,000	3,300	3,600
7150.00 GROUP INSURANCE	16,121	21,000	21,000	21,000
7151.00 LIABILITY INSURANCE	5,251	6,000	6,000	6,000
7152.00 SCORE ASSESSMENT	0	2,800	2,800	2,800
7156.00 ERMA employment insurance	0	445	450	450
7160.00 WORKMAN COMP INSURANCE	5,826	5,900	5,900	5,900
7180.00 DEFERRED COMP	413	1,000	1,000	1,000
7200.00 TRAINING & EDUCATION	0	0	500	500
7210.00 MEETINGS & TRAVEL	0	0	100	100
7240.00 CLOTHING/CLEANING	567	500	500	500
7300.00 PROFESSIONAL SERVICES	3,213	2,700	2,700	2,700
7305.00 Snow Removal	0	5,000	10,000	10,000

City of Dunsmuir
Annual Budget

7600.00 EQUIPMENT/REPLACEMENT < \$1000	0	3,500	3,500	3,500
7610.00 EQUIP MAINT & RPLC	2,728	3,500	3,500	3,500
7620.00 VEHICLE FUEL	857	200	500	500
7630.00 VEHICLE MAINTENANCE	1,047	1,000	1,000	1,000
7730.00 UTILITIES	6,627	8,000	7,000	8,000
7740.00 STREET LIGHTING	3,131	10,000	5,000	10,000
7750.00 PHONE CHARGES	148	1,500	1,000	1,000
7900.00 OFFICE EXPENSES	1,254	1,100	1,000	1,100
7920.00 SUPPLIES/MATERIALS	10,650	10,000	10,000	10,000
8130.00 PERMITS & LICENSES	411	500	500	500
8200.00 EQUIPMENT REPLACEMENT	0	27,500	27,500	27,500
8210.00 VEHICLE REPLACEMENT	0	1	1	1
STREETS & ROADS	135,030	177,246	178,151	185,551

Building & Grounds

Fiscal Year 2021-2023

Building and Grounds provides for the operation and maintenance of Hedge Creek Falls, Children’s Park, Caboose Park, and special use areas in landscaping, grounds, vandalism repairs, painting, and litter abatement as well as; City Hall, Council Chambers, Fire Department, Train Depot/Museum, the Library, and Public Works Facility.

Building and Grounds Services

Fiscal Year 2021-2023
Department Detail
Dept. Building & Grounds
Fund 10-Dept. 514

Department Detail				
Dept: 514 BUILDING & GROUNDS	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	37,333	43,500	43,500	43,500
7110.00 OVERTIME	206	350	500	500
7130.00 FICA	2,872	3,400	3,400	3,400
7140.00 PERS	3,595	4,600	4,600	4,600
7145.00 CALPERS UNFUNDED LIABILITY	1,664	2,500	2,600	2,800
7150.00 GROUP INSURANCE	13,559	18,300	18,600	19,000
7151.00 LIABILITY INSURANCE	4,519	5,100	5,000	5,100
7152.00 SCORE ASSESSMENT	0	2,400	2,300	2,400
7154.00 PROPERTY INSURANCE	4,894	6,000	7,300	7,700
7156.00 ERMA employment insurance	0	380	380	380
7160.00 WORKMAN COMP INSURANCE	5,667	5,800	5,600	5,800
7180.00 DEFERRED COMP	252	900	900	900
7240.00 CLOTHING/CLEANING	230	500	500	500
7300.00 PROFESSIONAL SERVICES	-236	2,000	2,000	2,000
7610.00 EQUIP MAINT & RPLC	2,710	3,000	3,000	3,000
7620.00 VEHICLE FUEL	1,400	500	500	500
7630.00 VEHICLE MAINTENANCE	1,240	1,000	1,000	1,000
7710.00 PROPERTY TAXES	471	600	600	600
7720.00 MAINTENANCE BUILDINGS/GROUNDS	8,552	6,000	7,000	7,000
7730.00 UTILITIES	5,713	7,000	5,000	7,000
7750.00 PHONE CHARGES	0	200	200	200

City of Dunsmuir
Annual Budget

7760.00 LEASES/RENTALS	27,992	25,000	25,000	25,000
7920.00 SUPPLIES/MATERIALS	4,690	5,000	5,000	5,000
8200.00 EQUIPMENT REPLACEMENT	0	27,500	27,500	27,500
8210.00 VEHICLE REPLACEMENT	0	1	1	1
BUILDING & GROUNDS	130,791	171,531	171,981	175,381

Community Promotions Funding

Fiscal Year 2021-2023

Monies from the general fund are allocated to groups who promote and benefit the community.

Fiscal Year 2021-2023 Requests and Recommendations

Dept: 605 COMMUNITY PROMOTION	19/20	budget	budget	budget
8295.00 SPECIAL PROJECTS	74,141	20/21 43,500	21/22 55,000	22/23 55,000
COMMUNITY PROMOTION	74,141	43,500	55,000	55,000

Finance Committee unanimously approved the below table. With the special note that Council direct Covid Relief Funding toward Chamber of Commerce.

City of Dunsmuir Community Promotion Funding 21/22			
What's being requested	Request \$	Finance Committee rec. \$	City Council Adopted \$
Chamber of Commerce	\$15,000	\$7,000	\$7,000
Community Resource Center	\$10,000	\$10,000	\$10,000
Library	\$25,000	\$25,000	\$25,000
Parks & Rec	\$13,000	\$13,000	\$13,000
Total =	\$63,000	\$55,000	\$55,000

Council voted 3-1-1 passing the amounts shown above and requested a workshop with all funding groups

Enterprise Funds

Fiscal Year 2021-2023

Proprietary funds account for City operations financed and operated in a manner similar to a private business enterprise.

Enterprise Funds

Tauhaindauli Park (14)

The Tauhaindauli Park Fund is to support the ongoing maintenance of Tauhaindauli Park.

Sewer (20)

The Sewer Enterprise is to support the maintenance and operation of the wastewater treatment system and the sewer collection system.

Sewer Improvement Fund (21)

The Sewer Improvement Fund is to support the sewer fund with capital improvement needs and projects as well as account for current loans within the sewer enterprise.

Solid Waste (25)

The Solid Waste Enterprise is to support the collection and disposal of solid waste.

Water (30)

The Water Enterprise is to support the maintenance and operation of the water system.

Water Improvement Fund (31)

The water improvement fund is generated from the revenue of the water use above the base amount of 5 units of water. This fund is used for capital improvement needs and projects as well as account for current loans within the water enterprise.

Airport (40)

The Airport Enterprise is to support the maintenance and operation of the airport.

Tauhaindauli Park

Fiscal Year 2021-2023

The Cantara River Spill Endowment Fund set up funds for the establishment and maintenance of an outdoor park on the Upper Sacramento River. Those funds were transferred to the Shasta Regional Foundation with the purpose of investing and establishing the Tauhaindauli Park Endowment Fund. The principal is kept with Shasta Regional and the interest earned can be spent on the maintenance and upkeep of Tauhaindauli Park.

Fiscal Year 2021-2023
Department Detail
Dept. Tauhaindauli Park
Fund 14

Department Detail

Fund: 14 - Tauhaindauli Park				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4609.00 Tauhaindauli Endowment Fund	12,000	12,000	12,000	12,000
GENERAL	12,000	12,000	12,000	12,000
Total Revenues	12,000	12,000	12,000	12,000
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	981	1,200	1,200	1,200
7130.00 FICA	75	100	100	100
7140.00 PERS	94	150	150	150
7145.00 CALPERS UNFUNDED LIABILITY	106	130	150	170
7150.00 GROUP INSURANCE	382	500	500	500
7151.00 LIABILITY INSURANCE	116	125	125	125
7152.00 SCORE ASSESSMENT	-1	65	65	65
7156.00 ERMA employment insurance	0	13	13	13
7160.00 WORKMAN COMP INSURANCE	145	175	150	175
7180.00 DEFERRED COMP	8	25	25	25
7310.00 CONTRACT/SPECIAL SERV	4,580	5,000	5,000	5,000
7480.00 MANAGEMENT/ADM CHARGES	2,700	1,560	1,180	1,180
7720.00 MAINTENANCE BUILDINGS/GROUNDS	42	500	500	500
7920.00 SUPPLIES/MATERIALS	0	0	500	500
8295.00 SPECIAL PROJECTS	0	0	2,000	2,000
Total Expenditures	9,228	9,543	11,658	11,703
Tauhaindauli Park	2,772	2,457	342	297

No reserves in this Enterprise Fund.

Sewer

Fiscal Year 2021-2023

The Sewer Enterprise provides collection, treatment, and disposal of sewage in a manner compliant with the health and safety needs of the community and the environment. Delivering this service in the safest, most reliable method possible is the highest concern of the Public Works Department. The Sewer Enterprise provides 24- hour service and support to the public by responding to customer concerns, emergency sewer stoppages, and ensures sewer system functionality. The Enterprise operates and maintains 4 sewer lift stations, a tertiary treatment and disposal facility, and a collection system.

Sewer Services

- Provide daily maintenance to the system to keep it in operation
- Operate the Wastewater Treatment Plant in a manner that meets the regulatory requirements for discharge
- Maintain the plant to keep it fully functioning
- Ensure that the discharge to the Sacramento River meets the National Pollutant Discharge Elimination System (NPDES) permit.

Fiscal Year 2021-2023
Department Detail
Dept. Sewer
Fund 20 & 21

Department Detail

Fund: 20 - SEWER ENTERPRISE		19/20	budget 20/21	budget 21/22	budget 22/23
Reserves \$42,000	Revenues				
	4220.00 HOOKUP PERMITS	8,000	2,000	2,000	2,000
	4340.00 PENALTIES	8,807	9,300		5,000
	4420.00 INTEREST - OTHER	21	50	100	100
	4920.00 SEWER CHARGES	778,887	825,000	850,000	875,000
	GENERAL	1,345,284	944,350	852,100	882,100
	Total Revenues	1,345,284	944,350	852,100	882,100
	Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
	7100.00 SALARIES	167,095	241,000	245,000	245,000
	7110.00 OVERTIME	25,783	22,000	26,000	26,000
7130.00 FICA	14,755	18,500	18,500	18,500	
7140.00 PERS	41,861	22,700	22,700	22,700	
7145.00 CALPERS UNFUNDED LIABILITY	23,665	27,900	32,500	35,000	
7150.00 GROUP INSURANCE	60,946	88,900	88,900	88,900	
7151.00 LIABILITY INSURANCE	24,102	26,500	26,500	26,500	

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Annual Budget

7152.00 SCORE ASSESSMENT	-1,474	12,000	12,000	12,000
7154.00 PROPERTY INSURANCE	10,816	14,200	14,200	14,200
7156.00 ERMA employment insurance	0	985	2,000	2,000
7160.00 WORKMAN COMP INSURANCE	26,994	27,000	27,000	27,000
7180.00 DEFERRED COMP	3,056	4,700	4,700	4,700
7200.00 TRAINING & EDUCATION	3,695	3,000	3,000	3,000
7220.00 PHYSICAL EXAMS	0	250	250	250
7230.00 SUB/MEMBERSHIP DUES	508	1,000	1,000	1,000
7240.00 CLOTHING/CLEANING	823	1,500	1,500	1,500
7300.00 PROFESSIONAL SERVICES	112,643	60,000	60,000	60,000
7330.00 CONTRACT LAB ANALYSIS	37,504	35,000	35,000	35,000
7340.00 LITIGATION EXPENSE	0	1,000	1,000	1,000
7410.00 ADV/NOTICES	1,802	500	500	500
7480.00 MANAGEMENT/ADM CHARGES	87,124	67,675	68,000	68,000
7610.00 EQUIP MAINT & RPLC	4,958	6,000	6,000	6,000
7620.00 VEHICLE FUEL	7,904	7,000	7,000	7,000
7630.00 VEHICLE MAINTENANCE	4,848	5,000	5,000	5,000
7640.00 RADIO REPLC/REPAIR	1,183	500	500	500
7710.00 PROPERTY TAXES	293	300	300	300
7720.00 MAINTENANCE BUILDINGS/GROUNDS	1,489	4,000	4,000	4,000
7730.00 UTILITIES	56,405	60,000	60,000	60,000
7750.00 PHONE CHARGES	7,551	7,500	7,500	7,500
7760.00 LEASES/RENTALS	1,352	900	900	900
7790.00 OXIDATION DITCH MAINTENANCE	1,808	14,000	14,000	14,000
7810.00 SLUDGE BED MAINTENANCE	7,896	11,000	11,000	11,000
7820.00 CHLORINATOR/CONTACT MAINT	30,970	30,000	30,000	30,000
7840.00 PUMP STATION MAINTENANCE	10,182	25,000	25,000	25,000
7860.00 DEPRECIATION/AMORTIZATION	296,796	290,000	290,000	290,000
7900.00 OFFICE EXPENSES	1,761	3,000	3,000	3,000
7920.00 SUPPLIES/MATERIALS	1,317	2,000	2,000	2,000
7930.00 POSTAGE	2,125	3,000	3,000	3,000
7950.00 MAIN REPAIRS & MAINTENANCE	1,903	5,000	5,000	5,000
7970.00 LAB SUPPLIES/MAINTENANCE	6,818	6,500	6,500	6,500
8130.00 PERMITS & LICENSES	8,681	8,500	9,000	9,000
8600.00 BAD DEBT	3,200	0	3,000	3,000
Total Expenditures	1,107,207	1,165,510	1,188,750	1,185,450
SEWER ENTERPRISE	238,077	-221,160	-336,650	-303,350

City of Dunsmuir
Annual Budget

Fund: 21 - SEWER IMPROVEMENT				
Revenues				
	19/20	budget 20/21	budget 21/22	budget 22/23
4400.00 INTEREST - LAIF	6,581	0	100	100
5180.00 TRANSFERS IN	0	50,000	44,000	44,000
Total Revenues	171,661	50,000	44,100	44,100
Expenditures				
	19/20	budget 20/21	budget 21/22	budget 22/23
8300.00 INTEREST	64,723	0	45,000	45,000
Total Expenditures	615,519	130,302	45,000	45,000
SEWER IMPROVEMENT	-443,858	-80,302	-900	-900

Solid Waste

Fiscal Year 2021-2023

Solid waste services are performed by Clemens Disposal, operating under a contract with the City. The solid waste enterprise was established to ensure that services are being provided in a safe and responsive manner and are of the highest quality and most affordable price.

Solid Waste Services

- Curb side pickup of residential and commercial waste
- Pick-up of the blue recycling bags
- Pick-up of the large recycle bins located near City Hall and the Ballpark
- City staff pickup refuse in all refuse bins located on city streets and parks
- Collection and disposal of refuse on city right of ways

Fiscal Year 2021-2023
Department Detail
Dept. Solid Waste
Fund 25

Department Detail

Reserves	Fund: 25 - SOLID WASTE ENTERPRISE				
	Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
\$102,000	4340.00 PENALTIES	3,451	4,000		4,000
	4400.00 INTEREST - LAIF	2,793	4,000	500	400
	4620.00 STATE GRANT FUNDS	5,000	5,000	5,000	5,000
	4930.00 REFUSE COLLECTION FEES	291,072	285,000	295,000	305,000
	4940.00 EXTRA GARBAGE FEES	22,000	7,000	11,000	14,000
	4945.00 DUMPSTER RENTAL	5,660	4,500	5,000	7,000
	Total Revenues	329,976	309,500	316,500	335,400
	Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	43,373	46,000	46,000	46,000	
7110.00 OVERTIME	645	250	250	250	

City of Dunsmuir
Annual Budget

7130.00 FICA	3,368	3,500	3,500	3,500
7140.00 PERS	12,298	3,700	3,700	3,700
7145.00 CALPERS UNFUNDED LIABILITY	4,228	5,300	6,000	6,400
7150.00 GROUP INSURANCE	9,932	11,000	13,000	14,000
7151.00 LIABILITY INSURANCE	3,828	4,400	4,400	4,400
7152.00 SCORE ASSESSMENT	-192	2,100	2,100	2,100
7156.00 ERMA employment insurance	0	0	400	400
7160.00 WORKMAN COMP INSURANCE	1,403	1,520	1,500	1,520
7180.00 DEFERRED COMP	442	800	800	800
7300.00 PROFESSIONAL SERVICES	34,226	66,000	66,000	66,000
7310.00 CONTRACT/SPECIAL SERV	224,780	160,000	180,000	190,000
7340.00 LITIGATION EXPENSE	935	1,000	1,000	1,000
7410.00 ADV/NOTICES	138	300	300	300
7480.00 MANAGEMENT/ADM CHARGES	32,138	34,664	29,000	29,000
7500.00 ADMIN. CHARGES-BANK SVC FEES	0	0	100	100
7600.00 EQUIPMENT/REPLACEMENT < \$1000	771	1,000	1,000	1,000
7620.00 VEHICLE FUEL	0	1,000	1,000	1,000
7630.00 VEHICLE MAINTENANCE	0	1,000	1,000	1,000
7760.00 LEASES/RENTALS	14,878	22,000	22,000	22,000
7900.00 OFFICE EXPENSES	481	500	500	500
7920.00 SUPPLIES/MATERIALS	7,054	5,000	5,000	5,000
7930.00 POSTAGE	2,125	2,000	2,200	2,500
8295.00 SPECIAL PROJECTS	0	5,000	5,000	5,000
Total Expenditures	399,969	378,034	395,750	407,470
SOLID WASTE ENTERPRISE	-69,993	-68,534	-79,250	-72,070

Water

Fiscal Year 2021-2023

The Water Enterprise is responsible for the delivery of safe reliable drinking water to the citizens of Dunsmuir. It provides 24-hour service and support to the public by responding to customer concerns, emergency water breaks/repairs, and ensuring the City has high quality drinking water in adequate supply for firefighting, domestic, and commercial use. The Water Enterprise also operates and maintains the water distribution system to the property at the water meter.

The City, and staff of the Water Enterprise, are proud to call Dunsmuir’s water the “Best Water on Earth”.

Water Services

- Provide daily maintenance to the system to keep it in operation
- Maintain the distribution system to keep it fully functioning

Fiscal Year 2021-2023
Department Detail
Dept. Water
Fund 30

Department Detail

Fund: 30 - WATER ENTERPRISE				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4220.00 HOOKUP PERMITS	1,520	1,500	1,500	1,500
4340.00 PENALTIES	6,987	7,000		7,000
4400.00 INTEREST - LAIF	16,570	13,000	6,000	6,000
4960.00 WATER CHARGES	674,179	665,000	665,000	665,000
4995.00 ON/OFF FEE	3,007	4,000	1,000	1,000
5180.00 TRANSFERS IN	0	0	250,000	250,000
Total Revenues	1,173,551	690,500	923,500	930,500
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	180,465	195,000	197,000	199,000
7110.00 OVERTIME	6,529	6,000	6,200	6,400
7130.00 FICA	14,305	14,800	15,000	15,000
7140.00 PERS	31,822	17,900	17,900	17,900
7145.00 CALPERS UNFUNDED LIABILITY	18,620	22,500	26,000	28,000
7150.00 GROUP INSURANCE	52,720	58,000	62,000	63,000
7151.00 LIABILITY INSURANCE	18,249	20,600	20,600	20,600
7152.00 SCORE ASSESSMENT	-649	9,400	9,400	9,400

Reserves
\$800,000

City of Dunsmuir
Annual Budget

7154.00	PROPERTY INSURANCE	7,936	10,300	10,300	10,300
7156.00	ERMA employment insurance	0	0	1,500	1,500
7160.00	WORKMAN COMP INSURANCE	20,085	20,500	20,500	20,500
7180.00	DEFERRED COMP	2,275	3,800	3,800	3,800
7200.00	TRAINING & EDUCATION	4,668	5,000	5,000	5,000
7220.00	PHYSICAL EXAMS	0	250	250	250
7230.00	SUB/MEMBERSHIP DUES	1,883	2,000	2,000	2,000
7240.00	CLOTHING/CLEANING	1,099	1,500	1,500	1,500
7300.00	PROFESSIONAL SERVICES	4,230	7,000	7,000	7,000
7310.00	CONTRACT/SPECIAL SERV	3,908	1,000	1,000	1,000
7330.00	CONTRACT LAB ANALYSIS	2,681	5,000	5,000	5,000
7340.00	LITIGATION EXPENSE	0	1,000	1,000	1,000
7410.00	ADV/NOTICES	508	1,000	1,000	1,000
7480.00	MANAGEMENT/ADM CHARGES	70,735	73,959	65,000	65,000
7610.00	EQUIP MAINT & RPLC	5,519	7,000	7,000	7,000
7620.00	VEHICLE FUEL	7,455	7,000	7,000	7,000
7630.00	VEHICLE MAINTENANCE	5,060	5,000	5,000	5,000
7640.00	RADIO REPLC/REPAIR	784	1,000	500	500
7710.00	PROPERTY TAXES	2,216	1,000	2,500	2,500
7720.00	MAINTENANCE BUILDINGS/GROUNDS	221	500	500	500
7730.00	UTILITIES	25,295	24,000	24,000	24,000
7750.00	PHONE CHARGES	1,573	1,500	1,500	1,500
7760.00	LEASES/RENTALS	1,351	0	500	500
7770.00	SPRINGS MAINTENANCE	0	50,000	50,000	50,000
7830.00	VALVE/HYDRANT REPAIR	4,488	5,000	5,000	5,000
7840.00	PUMP STATION MAINTENANCE	58	500	500	500
7860.00	DEPRECIATION/AMORTIZATION	171,167	165,000	165,000	165,000
7900.00	OFFICE EXPENSES	1,182	1,000	1,000	1,000
7920.00	SUPPLIES/MATERIALS	2,124	2,000	2,000	2,000
7930.00	POSTAGE	2,125	3,000	3,000	3,000
7950.00	MAIN REPAIRS & MAINTENANCE	19,575	50,000	50,000	50,000
7960.00	ROAD BASE/ASPHALT	1,891	5,000	5,000	5,000
8130.00	PERMITS & LICENSES	3,082	6,000	6,000	6,000
8200.00	EQUIPMENT REPLACEMENT	2,819	3,000	3,000	3,000
8210.00	VEHICLE REPLACEMENT	0	5,000	30,000	5,000
8270.01	WATER MAIN PROJECTS	0	5,000	5,000	5,000
8300.00	INTEREST	0	0	250,000	250,000

City of Dunsmuir
Annual Budget

Total Expenditures	753,289	1,124,009	1,106,650	1,083,150
WATER ENTERPRISE	420,262	-433,509	-183,650	-152,650
Fund: 31 - WATER IMPROVEMENT				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4400.00 INTEREST - LAIF	5,729	5,000	1,000	1,000
4960.00 WATER CHARGES	168,244	176,000	180,000	180,000
4965.00 WATER REV-VAN FOSSEN/MASON	3,011	3,100	3,100	3,100
Total Revenues	210,260	184,100	184,100	184,100
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7480.00 MANAGEMENT/ADM CHARGES	0	22,026	20,000	20,000
8300.00 INTEREST	18,792	0	10,000	10,000
8500.00 TRANSFERS OUT	467,546	100,000	250,000	250,000
Total Expenditures	486,338	122,026	280,000	280,000
WATER IMPROVEMENT	-276,078	62,074	-95,900	-95,900

Airport

Fiscal Year 2021-2023

The Dunsmuir Mott Airport provides an alternative form of transportation and emergency access in and out of South Siskiyou County. Maintenance services include, brush/weed control adjacent to runway, sweeping, drainage, snow removal, painting, and water system.

Airport Services

- Manage programs for the development of airport facilities.
- Hangars, Runways/Taxiways, and Tie-down areas.

Fiscal Year 2021-2023
Department Detail
Dept. Airport
Fund 40

Department Detail

<u>Reserves</u>
\$0

Fund: 40 - AIRPORT ENTERPRISE				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4430.00 BUILDING RENTALS	19,954	18,000	18,000	18,000
4440.00 LEASE OF GROUND AREA	2,415	2,300	2,300	2,300
4460.00 AIRPORT PARKING/TIEDOWNS	5,015	5,000	5,000	5,000
4650.00 CA DOT-Aid to Airports	0	10,000	10,000	10,000
4670.00 OTHER FEDERAL GRANTS	0	65,000	10,000	10,000
4670.31 FAA - Apron Reconstruction	0	0	100,000	100,000
5000.00 MISC SERVICE	30	100	100	100
Total Revenues	69,766	100,400	145,400	145,400
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7100.00 SALARIES	12,260	14,800	14,800	14,800
7130.00 FICA	937	1,150	1,150	1,150
7140.00 PERS	1,423	1,250	1,250	1,250
7145.00 CALPERS UNFUNDED LIABILITY	1,354	1,800	2,000	2,100
7150.00 GROUP INSURANCE	3,040	3,800	4,300	4,500
7151.00 LIABILITY INSURANCE	4,198	4,200	4,500	4,600
7152.00 SCORE ASSESSMENT	-6	650	650	650

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7154.00	PROPERTY INSURANCE	2,028	2,300	2,300	2,300
7156.00	ERMA employment insurance	0	0	100	100
7160.00	WORKMAN COMP INSURANCE	714	800	800	800
7180.00	DEFERRED COMP	174	300	300	300
7210.00	MEETINGS & TRAVEL	1,085	1,000	1,000	1,000
7230.00	SUB/MEMBERSHIP DUES	75	75	75	75
7480.00	MANAGEMENT/ADM CHARGES	3,973	4,019	3,500	3,500
7720.00	MAINTENANCE BUILDINGS/GROUNDS	2,715	0	2,000	2,000
7730.00	UTILITIES	2,323	0	1,500	1,500
8250.31	FAA - Apron Reconstruction	0	0	100,000	100,000
8300.00	INTEREST	718	0	700	700
Total Expenditures		151,362	81,144	142,925	141,325
AIRPORT ENTERPRISE		-81,596	19,256	2,475	4,075

Local Transportation

Fiscal Year 2021-2023

Local Transportation funds are from Siskiyou County and support the STAGE Bus line and other transportation needs.

Fiscal Year 2021-2023
Department Detail
Dept. Local Transportation
Fund 50

Department Detail

Fund: 50 - LOCAL TRANSPORTATION				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4600.00 LOCAL TRANSPORTATION	55,108	50,000	50,000	50,000
Total Revenues	55,108	50,000	50,000	50,000
Expenditures				
	19/20	budget 20/21	budget 21/22	budget 22/23
7475.00 TRANSIT ASSISTANCE	39,823	38,000	38,000	38,000
7480.00 MANAGEMENT/ADM CHARGES	4,176	2,400	2,000	2,000
7740.00 STREET LIGHTING	0	1,000	1,000	1,000
8200.00 EQUIPMENT REPLACEMENT	0	0	2,500	2,500
8260.00 ROAD/SIDEWALKIMPROVEMENT	0	5,000	2,500	2,500
Total Expenditures	44,114	46,400	46,000	46,000
LOCAL TRANSPORTATION	10,994	3,600	4,000	4,000

Gas Tax

Fiscal Year 2021-2023

Revenues from the gas tax are apportioned by the State Controller and are provided for in *Streets and Highways Code* Sections 2103 to 2122. Funds are for; any street or road purpose, snow removal, and engineering costs and administrative expenses.

Fiscal Year 2021-2023
Department Detail
Dept. Local Transportation
Fund 58, 59, 64

Department Detail

Fund: 58 - SB1 - Road Maintenance/Rehab				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4601.00 SB1 - Section 2032 Revenue	29,712	28,358	31,000	32,000
Total Revenues	29,712	28,358	31,000	32,000
Expenditures				
	19/20	budget 20/21	budget 21/22	budget 22/23
7480.00 MANAGEMENT/ADM CHARGES	0	3,158	2,600	2,600
8230.00 ROAD/SIDEWALK REPAIR	11,032	25,200	15,000	15,000
8260.00 ROAD/SIDEWALKIMPROVEMENT	8,149	0	15,000	15,000
Total Expenditures	19,181	28,358	32,600	32,600
SB1 - Road Maintenance/Rehab	10,531	0	-1,600	-600
Fund: 59 - GAS TAX				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4520.00 GAS TAXES	41,923	71,412	57,000	57,000
Total Revenues	43,778	71,412	57,000	57,000
Expenditures				
	19/20	budget 20/21	budget 21/22	budget 22/23
7480.00 MANAGEMENT/ADM CHARGES	4,163	4,739	4,000	4,000
7610.00 EQUIP MAINT & RPLC	311	15,000	15,000	15,000
7630.00 VEHICLE MAINTENANCE	9,796	15,000	14,000	14,000
7740.00 STREET LIGHTING	24,185	20,000	20,000	20,000

City of Dunsmuir
Annual Budget

7920.00 SUPPLIES/MATERIALS	779	1,000	1,000	1,000
7940.00 TRAFFIC SIGN/REPAIR & REPLACE	1,022	3,000	3,000	3,000
8210.00 VEHICLE REPLACEMENT	0	1	1	1
Total Expenditures	45,441	58,740	57,001	57,001
GAS TAX	-1,663	12,672	-1	-1
Fund: 64 - GAS TAX 2107.SR - SNOW REMOVAL				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4520.00 GAS TAXES	16,127	17,000	15,000	15,000
Total Revenues	34,792	17,000	15,000	15,000
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7305.00 Snow Removal	0	0	13,700	13,700
7480.00 MANAGEMENT/ADM CHARGES	5,758	1,542	1,300	1,300
Total Expenditures	36,042	14,992	15,000	15,000
GAS TAX 2107.SR - SNOW REMOVAL	-1,250	2,008	0	0

Economic Development Block Grant

Fiscal Year 2021-2023

This fund represents revenues generated from the Community Development Block Grant program associated with the program to support for profit businesses within the city.

Fund: 82 - EDBG - RLF				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4410.00 INTEREST - LOANS	6,940	5,000	5,000	5,000
Total Revenues	7,965	5,000	5,000	5,000
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7480.00 MANAGEMENT/ADM CHARGES	660	957	800	800
8500.00 TRANSFERS OUT	0	4,000	4,200	4,200
Total Expenditures	2,253	4,957	5,000	5,000
EDBG - RLF	5,712	43	0	0

Community Development Block Grant

Fiscal Year 2021-2023

This fund represents revenues generated from the Community Development Block Grant program associated with the housing rehabilitation program.

Fund: 92 - PROGRAM INCOME				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4410.00 INTEREST - LOANS	7,232	6,000	6,000	6,000
Total Revenues	7,232	6,000	6,000	6,000
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7480.00 MANAGEMENT/ADM CHARGES	816	317	317	317
8500.00 TRANSFERS OUT	0	5,500	5,683	5,683
Total Expenditures	816	5,817	6,000	6,000
PROGRAM INCOME	6,416	183	0	0

South Dunsmuir Sewer Assessment

Fiscal Year 2021-2023

This fund represents revenues generated from the assessment on parcels in south Dunsmuir. The revenues pay for a loan taken out to include those parcels into the sewer system.

Fund: 93 - SOUTH DUNSMUIR SEWER ASSMT.				
Revenues	19/20	budget 20/21	budget 21/22	budget 22/23
4100.00 SECURED & UNSECURED TAXES	8,362	6,500	8,000	8,000
5170.00 TRANSFERS IN	1,228	4,064	2,900	2,900
Total Revenues	9,590	10,564	10,900	10,900
Expenditures	19/20	budget 20/21	budget 21/22	budget 22/23
7480.00 MANAGEMENT/ADM CHARGES	0	1,064	900	900
8300.00 INTEREST	4,710	0	5,000	5,000
8310.00 PRINCIPAL PAYMENTS	5,000	4,500	5,000	5,000
Total Expenditures	9,710	10,564	10,900	10,900
SOUTH DUNSMUIR SEWER ASSMT.	-120	0	0	0

RESOLUTION 2021-10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR
ADOPTING THE 2021-2023 OPERATING BUDGET**

WHEREAS, the City of Dunsmuir adopts a bi-annual operating budget which constitutes a fiscal and operating plan for the City; and

WHEREAS, the City Council of the City of Dunsmuir reviewed and approved the staff-proposed operating budget for the 2021-2023 fiscal years.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Dunsmuir that it:

1. Adopts the City of Dunsmuir 2021-2023 Budget as introduced by staff,
2. Directs and authorizes the City Manager to:
 - A. Administer the Budget for 2021-2023
 - B. To provide these documents to the City Council and make them available to the public in final format as soon as possible.


IT IS HEREBY CERTIFIED that the foregoing Resolution 2021-10 was introduced and duly adopted by the City Council of the City of Dunsmuir at a special meeting held on the 24th day of June 2021, by the following vote:

AYES: Deutsch, Keisler, Bryan

NOES: Arth

ABSENT: Lucchesi

ABSTAIN: None



Mayor Bryan

ATTEST:



Deputy City Clerk Perkins