

**AGENDA FOR THE REGULAR MEETING
DUNSMUIR CITY COUNCIL
COUNCIL CHAMBERS
5902 DUNSMUIR AVE, DUNSMUIR, CA
NOVEMBER 19, 2015
CLOSED SESSION: 5:30 PM
REGULAR SESSION: 6:00 PM**

As a courtesy, please turn off cell phones and electronic devices while the meeting is in session. Thank you.

1. CALL TO ORDER 5:30 PM
2. ROLL CALL
3. PUBLIC COMMENTS ON CLOSED SESSION ITEM
4. CLOSED SESSION
 - A. PUBLIC EMPLOYMENT
 - Section 54957
 - Title: Finance Director
5. REPORT FROM CLOSED SESSION
6. FLAG SALUTE
7. COMMENDATION – Johnathan Helweg
8. APPROVAL OF AGENDA
9. APPROVAL OF MINUTES
 - A. Minutes of November 5, 2015 regular meeting
10. COMMITTEE REPORTS
 - a. Economic Development/Tourism
 - b. Finance
 - c. Public Facilities and Services
 - d. Public Safety
 - e. Airport
 - f. Solid Waste

11. ANNOUNCEMENTS AND PUBLIC COMMENT

Regular City Council meetings are televised on Channel 15 to keep the City residents informed of City Council actions and deliberations that affect the community. Meetings are scheduled to be televised on the 1st and 3rd Thursday of each month. Meetings that take place on dates other than the 1st and 3rd Thursday will not be televised.

This time is set aside for citizens to address the City Council on matters listed on the Consent Agenda as well as other items **not** included on the Regular Agenda. If your comments concern an item noted on the Regular Agenda, please address the Council when that item is

open for public comment. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time to another speaker.** Comments should be limited to matters within the jurisdiction of the City. Speaker forms are available from the City Clerk, 5915 Dunsmuir Ave, Dunsmuir, on the City's website, or on the podium. The City Council can only take action on matters that are on the Agenda, but may place matters brought to their attention at this meeting on a future Agenda for consideration. If you have documents to present to members of the City Council, please provide a minimum of seven (7) copies.

12. ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

Members of the Council or staff may ask questions, request reports for a later meeting, or ask that an item be placed on a future agenda on any subject within the Council's jurisdiction.

13. CONSENT AGENDA

The Consent Agenda consists of proposed actions on business matters which are considered routine and for which approval is based on previously approved City policy or practice. The Consent Agenda will be approved by a single motion to "Adopt the Consent Agenda" and Council Members will vote without debate. Council Members may remove a Consent Agenda matter for any reason and request that it be placed on the Agenda for discussion and consideration. Matters removed from the Consent Agenda will be placed on the agenda as an item of "New Business" for discussion and consideration.

A. Adopt Resolution No. 2015- adopting and clarifying classes of employees and salaries

B. Adopt Resolution No. 2015- filing a transportation claim for the 2015-16 fiscal year for funding from the local transportation fund and authorizing Mayor to execute claim forms

C. Receive and file Siskiyou County Clerk's Office certification of November 3, 2015 special election results for Measure P.

D. Approve Proclamation designating December 1st as North State Giving Tuesday

E. Consider and approve Check Register dated November 6, 2015

F. Consider and approve Check Register dated November 13, 2015

14. PUBLIC HEARING

Public Hearing Protocol:

- a. Mayor will describe the purpose of the Public Hearing.
- b. City Staff will provide the Staff Report.
- c. City Staff will respond to questions from the City Council.
- d. Mayor will open the Public Hearing.
- e. Citizens wanting to comment will come to the podium, provide the City Clerk with their name and address and provide their comments.
- f. Mayor will close the Public Hearing.

15. OLD BUSINESS

A. Consider draft Resolution establishing rates for garbage service

B. Consider and adopt Resolution No. 2015- authorizing City Manager to execute agreements with the State Board of Equalization for implementation of a Local Transactions and Use Tax

C. Consider and adopt 2015-16 Fiscal Year Budget

16. NEW BUSINESS

- A. Consider and approve closure of City offices from December 24, 2015 to January 4, 2016 and allow employees to use vacation time for December 28, 29, 30 and half-day on 31st.
- B. Consider request for City of Dunsmuir to fund processing of application for Siskiyou County zoning review of proposed Bent Rail Park on City property located outside City limits.
- C. Request direction regarding expired lease for use of south portion of City Hall building by Chamber of Commerce
- D. Consider request for funding for 2nd Annual GIS Day at Dunsmuir High School
- E. Consider request for 2015-16 funding for Dunsmuir Chamber of Commerce & Visitors Center

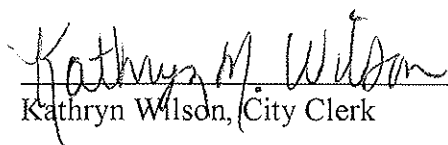
17. ADJOURNMENT:

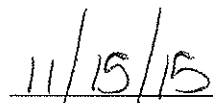
Copies of this agenda were posted at City Hall, Dunsmuir City Library, Dunsmuir Recreation and Parks District Office and at the Post Office on or before 6:00 PM on Sunday, November 15, 2015.

The City of Dunsmuir does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disability or any other legally protected classes in employment or provision of services. Persons who need accommodations for a disability at a public meeting may call City Hall at (530) 235-4822 for assistance. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to accommodate participation in the meeting.

CERTIFICATION

This is the official Dunsmuir City Council Agenda, created and posted in accordance with the Dunsmuir City Council Protocols.


Kathryn Wilson, City Clerk


Date

COMMENDATION
by the
CITY COUNCIL OF THE CITY OF DUNSMUIR
IN RECOGNITION OF THE OUTSTANDING SERVICE OF
JOHNATHAN HELWEG
TO DUNSMUIR ELEMENTARY SCHOOL AND THE
CITY OF DUNSMUIR



WHEREAS, Johnathan Helweg attends Dunsmuir Elementary School and is in Mrs. Keeler's Seventh Grade class; and,

WHEREAS, Johnathan Helweg is responsible for raising and lowering the flags every day at Dunsmuir Elementary School and performs this duty faithfully and conscientiously; and,

WHEREAS, in the course of his duty, Johnathan observed that the school's California Flag was in poor condition and needed to be replaced; and,

WHEREAS, Johnathan took it upon himself to address the Dunsmuir Rotary Club on the subject of the importance of flags as an expression of pride in the school and the community as a whole; and,

WHEREAS, in addition, Johnathan enthusiastically participated in placing American Flags along Dunsmuir Avenue in recognition of Veterans Day, November 11, 2015 and subsequently assisted in removing the flags the following day.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUNSMUIR does hereby commend and thank Johnathan Helweg for his exceptional service to Dunsmuir Elementary School and the City of Dunsmuir.

Dave Keisler, Mayor

Date

**CITY OF DUNSMUIR
CITY COUNCIL MEETING MINUTES
NOVEMBER 5, 2015**

CALL TO ORDER:

Meeting was called to order at 5:30 pm by Mayor Keisler.

ROLL CALL:

Council members present: Craig, Spurlock, Syrrist, Deutsch, Keisler

City staff present: Johnsen

City official present: Wilson

CLOSED SESSION

A. Conference with real property negotiators

B. Conference with legal counsel-existing litigation

REPORT FROM CLOSED SESSION:

Direction was given to Interim City Manager Johnsen authorizing him to move forward with negotiations regarding the engine house.

Flag salute

APPROVAL OF AGENDA:

Motion to approve the agenda by Craig, second by Deutsch. Voice vote: Ayes-Craig, Spurlock, Syrrist, Deutsch, Keisler. Noes-None. Motion carried, 5-0-0-0.

APPROVAL OF MINUTES:

A. October 15, 2015 Regular meeting

Motion to approve by Craig, second by Deutsch. Voice vote: Ayes-Craig, Spurlock, Syrrist, Deutsch, Keisler. Noes-None. Motion carried, 5-0-0-0.

COMMITTEE REPORTS:

a. Economic Development and Tourism

Council member Deutsch stated the next meeting is November 17 and reviewed agenda items.

b. Finance-has not met.

c. Public Facilities and Services

Council member Spurlock reviewed recent meeting and agenda items.

d. Public Safety

Council member Spurlock stated that he had attended the Dunsmuir Community Wildfire Protection Committee meeting.

e. Airport

Council member Deutsch stated that the Committee had teleconferenced with the Federal Aviation Administration and that it was working towards getting Capital Improvement Program funds.

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CITY OF DUNSMUIR MEETING MINUTES
PAGE 2

He explained that many planning documents would require updating, and that a pavement management study would need to be done to determine the condition of the runway, taxiway and ramp. Discussion.

f. Solid Waste

Next meeting November 18.

CITY TREASURER REPORT:

Treasurer Mario Rubino reviewed the Treasurer's Report.

ANNOUNCEMENTS AND PUBLIC COMMENT:

Audience member Mari Shanta stated that the Council had previously approved a tree removal project and expressed concern about two Cedar trees on a slope, presenting a dangerous situation.

Audience member Spencer Adkisson requested a financial contribution to Geographic Information Systems (GIS) Day in order to purchase sweatshirts for participating students.

Audience member Tim Holt reviewed that Measure P will likely pass, and stated that he felt that it was the best of the measures that had been placed on the ballot to raise money for the library and other areas.

Audience member Ann Powers expressed concern about vandals who have been chipping concrete around the fountain and peeling paint off of the Pine Street mural.

Audience member Barbara Marden suggested speaking with kids at the schools, stating that they may not understand how destructive they are being.

Audience member Brad Moresi suggested that the City obtain a police car and park it in areas around town where people may be speeding or dealing drugs. He also suggested that someone from the City contact the Bureau of Reclamation regarding a Salmon project that he would like to see happen in the Sacramento River.

Audience member Sandy Raine asked for an update on the fallen lightpost on the 800 foot bridge.

Audience member Peter Arth stated that the windows in the Castle Rock building are broken, the ceiling is missing, and the building is continuing to deteriorate. He encouraged the City to enforce the Historic District Ordinance.

Mr. Arth expressed disappointment that the City has not progressed towards creating a trail to Mossbrae Falls. He also encouraged the City to focus strongly on obtaining broadband if the City is going to attract people and businesses in the future.

ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

Mayor Keisler responded to comments stating that the lightpost is on the agenda, and encouraged anyone interested in the Mossbrae Trail project to contact Joe Worth with the Trail Association as the lead agency. He also stated that Council member Deutsch is working with Jeff Collins of Mt. Shasta on the broadband issue.

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CITY OF DUNSMUIR MEETING MINUTES
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ICM Johnsen stated that the City is currently working on a request for the removal of multiple trees. He stated that a written proposal should be submitted by Mr. Adkisson for the donation of funds toward GIS Day.

Mr. Johnsen stated that the tree that is currently damaging the Veteran's Fountain will be removed, and that staff is looking for someone to do masonry work. He stated that the tree will need to be replaced as it is a memorial tree, and that staff would be looking into what an appropriate tree type would be.

Mr. Johnsen stated that he had spoken to a contact at the Bureau of Reclamation regarding the salmon project and was told that they are focused on the McCloud River.

Council member Deutsch stated that he has been working with other local cities regarding fiber optics, and explained that the State considers the City as served, but that he continues to work on the issue.

Discussion.

Council member Spurlock stated that the Public Facilities and Services Committee has discussed a program with the High School that would allow students to participate in a work study program at City Hall and Public Works.

Council member Craig made a motion to authorize the ICM to work with Ray Kellar to craft a work study program. Second by Syrrist. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 5-0-0-0.

Council member Spurlock suggested directing staff to work with Union Pacific to make the parking lot on Sacramento Avenue available for public parking. ICM Johnsen directed to contact Lisa Stark with U.P. to discuss.

Staff directed to look at and determine what trees would be appropriate for Dunsmuir avenue, and to bring the information to Council.

CONSENT AGENDA:

- A. Consider and authorize removal of left-over items in Engine House that are not tires or possible hazardous waste
 - B. Receive and file updated list of appointments and assignments
 - C. Consider and adopt Resolution 2015-33 authorizing signers for CDBG grant fund requests
 - D. Receive and file new medical marijuana laws update from City Attorney
 - E. Consider and authorize purchase and installation of replacement decorative light pole damaged near Florence Avenue loop
 - F. Consider and approve Check Register dated October 16, 2015
 - G. Consider and approve Check Register dated October 23, 2015
 - H. Consider and approve Check Register dated October 29, 2015
- Motion to approve Consent Agenda by Deutsch, second by Syrrist. Roll call vote:

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CITY OF DUNSMUIR MEETING MINUTES
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Ayes: 5 Craig, Spurlock, Syrrist, Deutsch, Keisler
Noes: 0
Abstain: 0
Absent: 0 Motion carried, 5-0-0-0.

OLD BUSINESS:

A. Consider draft Resolution establishing rates for water service

ICM Johnsen reviewed current and proposed rates, consumer usage, and proposed increase. He explained that the increase would make the City eligible for loans through the Department of Agriculture.

Audience member Arlis Steele stated that most people would agree with the increase but not the proposed cut-back in base rate units.

Council members Craig and Deutsch explained that the goal was to keep the base rate lower and still get to the number needed to repair the pipes.

Audience member Mario Rubino reviewed the cost to maintain the water system, stating that water is not free. He stated that the water enterprise has been allowed to degrade, and that more capital needs to be generated in order for the City to avail itself to receiving funds.

Audience member Peter Arth stated that the City has to take action, but expressed concern that Council has not been successful connecting with rate payers. He reviewed conservation programs available through Great Northern, which includes low-flow toilets.

Discussion.

Motion to use rates as presented and to direct staff to formalize them into a Resolution by Deutsch, second by Syrrist. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Deutsch, Keisler
Noes: 0
Abstain: 0
Absent: 0 Motion carried, 5-0-0-0.

B. Consider draft Resolution establishing rates for garbage service

ICM Johnsen reviewed the draft Resolution setting rates for refuse collection.

Audience member Mario Rubino asked about commercial and school collection. ICM Johnsen stated that commercial would mostly be reduced, but that schools would be hit harder.

Audience member Peter Arth stated that the City is facing a Prop 218 challenge over garbage rates, and asked if the rates are justified based on the services. He stated that citizens have a right to know that they are not being charged too much, and that the rates and revenue produced appear to be suspect.

Council member Syrrist made a motion to direct staff to continue review of rates and create equitable rate structure with proceeds necessary to support solid waste operations for the immediate future, second by Craig.

Discussion.

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CITY OF DUNSMUIR MEETING MINUTES
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Council member Deutsch stated that direction should include making rates as equitable as possible, Council agreed. Roll call vote:

Ayes: 5 Craig, Spurlock, Syrrist, Deutsch, Keisler
Noes: 0
Abstain: 0
Absent: 0 Motion carried, 5-0-0-0.

NEW BUSINESS:

A. Consider and introduce and pass first reading of Ordinance No. 551, An Ordinance amending Section 15.40.130 and Section 15.40.140 regarding banners, pennants, and signs in commercial and manufacturing zones

Review by ICM Johnsen, recommended returning the item to the Planning Commission to address other issues that have been identified.

Motion to return the item to the Planning Commission by Mayor Keisler.

Audience member Sandy Raine stated that different types of flags need clear definition. She stated that the goal is to have businesses thrive and prosper, and that limiting advertising limits the ability to prosper. She stated that banners, fin and feather signs, and pennants make the town look alive.

Audience member Arlis Steele stated that banners allow businesses to advertise, and lets the public know that the business is open.

Audience member Brad Moresi expressed support for signs, stating that they are historic.

Audience member Kelly Brentt expressed support for signs, stating that they bring customers in and make money for businesses. She stated that businesses struggle to make money and pay bills, and the City is wasting time on this issue.

Audience member Linda Gnesa stated that without signs, it is difficult to tell when businesses are open.

Contract Planner Arlene Dinges explained that the issue started with illegal banners around town. She stated that the code as written is unclear and inconsistent, and does not allow banners, pennants, or temporary signs in the C1 or C2 districts.

Audience member Sandy Raine stated that she would like to see the Planning Commission ask for the input of the businesses.

Discussion.

Council member Craig made a motion to schedule a joint meeting of the Planning Commission and City Council to discuss the item. Motion failed.

Discussion. Planner Dinges explained that the agenda for the meeting has already been published, but that the public would have the opportunity to comment at the Planning Commission meeting on November 11.

Council member Craig seconded the motion made by Mayor Keisler. Voice vote:

Ayes: Craig, Spurlock, Syrrist, Deutsch, Keisler
Noes: 0

NOVEMBER 5, 2015

CITY OF DUNSMUIR MEETING MINUTES

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Abstain: 0

Absent: 0 Motion carried, 5-0-0-0.

B. Consider new arrangement for housing for Interim City Manager

Review by ICM Johnsen. Motion to approve by Keisler, second by Syrrist. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 5-0-0-0.

C. Consider and authorize member of Council to request appointment to serve on the Board of Directors of the Siskiyou County Air Pollution Control District

Review by ICM Johnsen. Discussion. Council members opted not to request appointment.

D. Consider and approve consultant agreement with Carol Ford of Ford Aviation Consulting for assistance with grants for City of Dunsmuir's Mott Airport

Review by ICM Johnsen, explaining that Ms. Ford would assist in updating documents and preparing grant applications.

Audience member Mario Rubino stated that the airport is not an enterprise and has historically cost the City a lot of money. He stated that there would be more benefit to the City to spend the money elsewhere. He stated that the cost to do projects at the airport is enormous, and that currently only one person from Dunsmuir benefits from the airport. He asked that Council considering tabling the item in order for past City Council members to speak on the item. Mr. Rubino stated that he would like to see a business plan for the airport to determine how it is going to make money before spending any money.

Council member Deutsch stated that the airport was created to be used in emergency situations, and that the committee is currently trying to find a way to make money. He stated that the City needs to follow the law provided by the Federal Government, and that it is the responsibility of the City Manager to maintain the airport. He stated that the City if faced with a time constraint if money was to be received in 2016.

Discussion.

Council member Deutsch made a motion to authorize interim City Manager to execute professional services agreement with Carol Ford and Ford Aviation Consultants for assistance with FAA grants, project programming, project management, grant reporting, etc., second by Spurlock. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 5-0-0-0.

ADJOURNMENT: 9:20 pm

Mayor Keisler

ATTEST:

City Clerk Wilson

RESOLUTION NO. 2015-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR
ADOPTING AND CLARIFYING CLASSES OF
EMPLOYEES AND SALARIES**

WHEREAS, Public Employees Retirement System (PERS) has notified the City that an adopted salary schedule is needed by them to process employee retirements; and

WHEREAS, one former employee's retirement is pending completion of processing by PERS which requires Council approval of the attached salary schedule which will be provided by adoption of this resolution; and

WHEREAS, management staff have notified the Business Representative for Operating Engineers Local No. 3 who represents miscellaneous employees that this resolution is being presented to the City Council using exact same salary numbers included in Memorandum of Understanding with adjustments as provided therein; and

WHEREAS, no objections to the Council adopting this resolution have been presented.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Dunsmuir, that the Salary Schedule attached hereto as Attachment A and made a part hereof is adopted and approved.

* * * * *

IT IS HEREBY CERTIFIED that the foregoing Resolution No. 2015- was introduced and duly adopted by the City Council of the City of Dunsmuir at a regular meeting held on the 19th day of November, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Keisler

ATTEST:

City Clerk

**City Of Dunsmuir Salary Schedule
2015 - 2016**

Class	Title	Step	Hourly	Bi-Weekly	Monthly
Misc	Accounting Clerk	1	18.56	1,484.80	3,217.07
		2	18.75	1,500.00	3,250.00
		3	18.94	1,515.20	3,282.93
		4	19.13	1,530.40	3,315.87
		5	19.32	1,545.60	3,348.80
		6	19.52	1,561.60	3,383.47
		7	19.72	1,577.60	3,418.13
Misc	Administrative Secretary	1	17.63	1,410.40	3,055.87
		2	17.81	1,424.80	3,087.07
		3	17.99	1,439.20	3,118.27
		4	18.17	1,453.60	3,149.47
		5	18.35	1,468.00	3,180.67
		6	18.54	1,483.20	3,213.60
		7	18.73	1,498.40	3,246.53
Misc	Public Works Maintenance II	1	18.35	1,468.00	3,180.67
		2	18.54	1,483.20	3,213.60
		3	18.73	1,498.40	3,246.53
		4	18.92	1,513.60	3,279.47
		5	19.11	1,528.80	3,312.40
		6	19.30	1,544.00	3,345.33
		7	19.49	1,559.20	3,378.27
Misc	Public Works Maintenance I	1	19.38	1,550.40	3,359.20
		2	19.58	1,566.40	3,393.87
		3	19.78	1,582.40	3,428.53
		4	19.98	1,598.40	3,463.20
		5	20.18	1,614.40	3,497.87
		6	20.38	1,630.40	3,532.53
		7	20.59	1,647.20	3,568.93
Misc	Public Works Supervisor	1	20.40	1,632.00	3,536.00
		2	20.61	1,648.80	3,572.40
		3	20.82	1,665.60	3,608.80
		4	21.03	1,682.40	3,645.20
		5	21.24	1,699.20	3,681.60
		6	21.45	1,716.00	3,718.00
		7	21.67	1,733.60	3,756.13

Class	Title	Setp	Hourly	Bi-Weekly	Monthly
Misc	Utilities Maintenance I	1	16.65	1,332.00	2,886.00
		2	16.82	1,345.60	2,915.47
		3	16.99	1,359.20	2,944.93
		4	17.16	1,372.80	2,974.40
		5	17.33	1,386.40	3,003.87
		6	17.51	1,400.80	3,035.07
		7	17.69	1,415.20	3,066.27
Misc	Utilities Maintenance II & III	1	21.04	1,683.20	3,646.93
		2	21.25	1,700.00	3,683.33
		3	21.46	1,716.80	3,719.73
		4	21.68	1,734.40	3,757.87
		5	21.90	1,752.00	3,796.00
		6	22.12	1,769.60	3,834.13
		7	22.34	1,787.20	3,872.27
Misc	Utilities Supervisor	1	23.49	1,879.20	4,071.60
		2	23.73	1,898.40	4,113.20
		3	23.97	1,917.60	4,154.80
		4	24.21	1,936.80	4,196.40
		5	24.45	1,956.00	4,238.00
		6	24.70	1,976.00	4,281.33
		7	24.95	1,996.00	4,324.67
	Community Services Officer	1	9.81	784.80	1,700.40
		2	9.91	792.80	1,717.73
		3	10.01	800.80	1,735.07
		4	10.11	808.80	1,752.40
		5	10.21	816.80	1,769.73
		6	10.31	824.80	1,787.07
		7	10.41	832.80	1,804.40

Class	Title	Bi-Weekly	Monthly	Annual
Mgmnt	CFO	1,923.08	4,166.67	50,000.00
Mgmnt	Fire Chief	2,076.92	4,500.00	54,000.00
Mgmnt	Finance Director	2,692.31	5,833.33	70,000.00
Mgmnt	City Manager	3,846.15	8,333.33	100,000.00
Mgmnt	City Manager/CFO	3,846.15	8,333.33	100,000.00

RESOLUTION NO. 2015-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR
FILING A TRANSPORTATION CLAIM FOR THE 2015-2016 FISCAL YEAR
FOR FUNDING FROM THE LOCAL TRANSPORTATION FUND**

WHEREAS, the Local Transportation Fund is established on a County-wide basis for the allocation of funds to County governments and Local governments for purpose of public transit as well as streets and road construction and maintenance; and

WHEREAS, the City has significant unmet road and street improvement work requiring funding; and

WHEREAS, the City's residents should have regularly scheduled public transportation available to them; and

WHEREAS, the City Council intends to submit a claim for available funding for the following:

- 1) Funds for Public Transit: \$38,154.00
- 2) Funds for Streets and Roads: \$10,852.00

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dunsmuir, that the transportation claim for funding in the amount of \$49,006.00 from the Local Transportation Fund is hereby approved. The City Council hereby acknowledges its understanding that this claim is based on the Siskiyou County Local Transportation Commission taking action concerning any "unmet transit needs"

The Mayor is hereby authorized and directed to execute the claim on behalf of the City of Dunsmuir.

* * * * *

I hereby certify that the foregoing resolution was introduced and read at the regular meeting of the City Council of the City of Dunsmuir on the 19th day of November, 2015, and was duly adopted at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dave Keisler, Mayor

ATTEST:

Kathryn Wilson, City Clerk



COUNTY OF SISKIYOU

Local Transportation Commission

190 Greenhorn Road, Yreka, California 96097

Phone (530) 842-8295 Fax (530) 842-0148

COMMISSIONERS 15/16

Grace Bennett (Chair)

Ed Valenzuela

Michael N. Kobseff

Tom McCulley

Jean Smith Freeman

(Vice Chair)

Michael J Burns Sr

Marilyn Seward (Alternate)

Brandon Criss (Alternate)

EXECUTIVE DIRECTOR

Melissa A. Cummins

October 28, 2015

City of Dunsmuir
307 S Main St
Dunsmuir, CA 96025

To Whom It May Concern:

Enclosed is the City of Dunsmuir's Local Transportation Fund (LTF) claim for FY 2015/2016. As usual this claim is based on population figures from the California Department of Finance, the estimated total receipts for the fiscal year, and the carryover funds remaining in your local transportation fund account as of June 30, 2015.

As a reminder the Transportation Development Act Section 6664 requires each recipient of LTF to submit annual audits to the Commission. Failure to submit required audits will result in funds being held until the agency complies.

Please obtain necessary approvals and return the form to our office at your earliest convenience. Please execute both copies of the claim. We will return one executed original after obtaining final signatures. The Commission approved the claim amounts at their October 6, 2015 meeting.

As a reminder the Auditor-Controller's office issues allocations quarterly. LTF claims are an estimate of what we expect to receive based on the previous year's actual receipts. This means the City may receive less than the claim amount should the receipts fall below estimates.

Please note that we will be moving sometime during the month of December. If you return the claim forms after December 1st please mail them to our new address above.

Sincerely,

Melissa Cummins
Executive Director

Encl.

Transportation Claim
2015/2016 Local Transportation Fund

(New X Amended)

To: Siskiyou County Local Transportation Commission

From: City of Dunsmuir
(Claimant)

This applicant, qualified pursuant to section 99203 of the Public Utilities Code, hereby requests, in accordance with the applicable rules and regulations of the Transportation Development Act as enacted and amended by statute to January 1, 2011, that its claim be approved in the amount of:

<u>Forty Nine Thousand Six Dollars and No Cents</u>	<u>\$</u>	<u>49,006.00</u>
---	-----------	------------------

A. Funding Available (Not Claimed)

1. Funds from prior years		
a. Estimated funds with County Auditor (07/01/2015)	\$	19.00
2. Current (2015/2016) Estimated Allocations	\$	48,987.00
	\$	<u>49,006.00</u>

B. Total Amount Claimed

1. By Funding Source		
a. Estimated funds with County Auditor (07/01/2015)	\$	19.00
b. Current (2015/2016) Estimated Allocations	\$	48,987.00
c. Total Claimed	\$	<u>49,006.00</u>
2. By Purpose		
(Chapter 4, Part 11, Division 10 of P.U.C.)		
a. Public Transit [Art 4, Sec 99260 (a)]	\$	38,154.00
b. Streets/Roads [Art 8, Sec 99400 (a)]	\$	10,852.00
c. Other	\$	-
d. Total Claimed	\$	<u>49,006.00</u>

Transportation Claim
2015/2016 Local Transportation Fund

The claimant herewith recognizes that any allocations for streets and roads will be made in accordance with, but not limited to, Section 99401.5, Article 8, Chapter 4, Part 11, Division 10 of the Public Utilities Code. This section stipulates that the Local Transportation Commission must take certain actions with respect to "Unmet Transit Needs" and whether they are "Reasonable to Meet" before any allocation can be made for other Public Transportation services.

When approved, please transmit this claim for payment from the Local Transportation Fund to the following address:

Siskiyou County Local Transportation Commission
190 Greenhorn Road
Yreka, CA 96097

Approval of the claim and payment by the County Auditor is subject to such monies being on hand and available for distribution and to the provisions that such monies will be used in accordance with the rules and regulations of the Transportation Development Act.

Approved:

Local Transportation Commission

City of Dunsmuir

By: _____
Executive Director, SCLTC

By: _____
Chairman / Mayor

Date: _____

Date: _____

**CERTIFICATE OF SISKIYOU COUNTY CLERK
TO RESULT OF THE CANVASS OF THE RETURNS
OF THE CITY OF DUNSMUIR SPECIAL ELECTION
HELD ON NOVEMBER 3, 2015**

STATE OF CALIFORNIA)
) ss.
COUNTY OF SISKIYOU)

I, Colleen Setzer, County Clerk of the County of Siskiyou, State of California, and ex-officio Registrar of Voters thereof, do hereby certify that, pursuant to *California Elections Code* §15372, I did canvass the returns of the votes cast in the City of Dunsmuir, within Siskiyou County at the Special Election held on November 3, 2015, and that the total number of ballots cast and the total number of votes cast for and against Measure P, is shown on the attached Statement of the Vote, and that the totals as shown are full, true and correct.

WITNESS my hand and seal on November 10, 2015



COLLEEN SETZER, COUNTY CLERK

SISKIYOU COUNTY CLERK'S OFFICE
 NOVEMBER 3, 2015 ELECTION
 CITY OF DUNSMUIR
 CERTIFIED ELECTION RESULTS

Date:11/10/15
 Time:09:48:10
 Page:1 of 1

Registered Voters 874 - Cards Cast 337 38.56%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

MEASURE P - MAJ VOTE REQ TO			
PASS	Total		
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Times Counted	337/874	38.6 %	
Total Votes	337		
YES	206	61.13%	
NO	131	38.87%	

SISKIYOU COUNTY CLERK'S OFFICE
NOVEMBER 3, 2015 ELECTION
STATEMENT OF VOTES CAST

Date:11/10/15
Time:10:00:37
Page:1 of 2

	TURN OUT		
	Reg. Voters	Cards Cast	% Turnout
Jurisdiction Wide			
2P100 DUNSMUIR CITY			
Polling	874	84	9.61%
VBM	874	253	28.95%
Total	874	337	38.56%
Total			
Polling	874	84	9.61%
VBM	874	253	28.95%
Total	874	337	38.56%

SISKIYOU COUNTY CLERK'S OFFICE
NOVEMBER 3, 2015 ELECTION
STATEMENT OF VOTES CAST

Date:11/10/15
Time:10:00:37
Page:2 of 2

MEASURE P - MAJ VOTE REQ TO PASS											
	Reg. Voters	Times Counted	Total Votes	Times Blank Voted	Times Over Voted	Number Of Under Votes	YES		NO		
Jurisdiction Wide											
2P100 DUNSMUIR CITY											
Polling	874	84	84	0	0	0	51	60.71%	33	39.29%	
VBM	874	253	253	0	0	0	155	61.26%	98	38.74%	
Total	874	337	337	0	0	0	206	61.13%	131	38.87%	
Total											
Polling	874	84	84	0	0	0	51	60.71%	33	39.29%	
VBM	874	253	253	0	0	0	155	61.26%	98	38.74%	
Total	874	337	337	0	0	0	206	61.13%	131	38.87%	

PROCLAMATION

**DESIGNATING DECEMBER 1ST, 2015 AS "NORTH STATE GIVING TUESDAY"
AND ACKNOWLEDGING THE SHASTA REGIONAL COMMUNITY FOUNDATION
AS EVENT COORDINATOR FOR PARTICIPATING NONPROFITS.**

WHEREAS, the City Council of the City of Dunsmuir, California, does hereby find as follows:

WHEREAS, December 1st, 2015 – "Giving Tuesday"-- is a nationally recognized day of giving online donations to nonprofit organizations; and,

WHEREAS, the Shasta Regional Community Foundation plays a leading role in promoting and advancing philanthropy and giving in Siskiyou and Shasta Counties, and offers a vehicle for many charitable donors to support the causes they care about; and,

WHEREAS, the Shasta Regional Community Foundation has organized a regional North State Giving Tuesday event and has enlisted matching fund and prize challenge partners to make donations go further and motivate donors to give and nonprofits to compete for prize challenges; and

WHEREAS, North State Giving Tuesday is a **12-hour online giving challenge event starting at 6 AM and ending at 6 PM locally on December 1st, 2015**, with a goal to raise at least \$150,000 in unrestricted funds for over 60 nonprofits serving the region; and,

WHEREAS, the North State Giving Tuesday participating nonprofits have successfully completed a rigorous and transparent process in order to be eligible to participate; and,

WHEREAS, the North State Giving Tuesday participating nonprofits are a large economic engine that offers opportunities for giving, volunteerism, and community involvement that enhance community life and make our region a better place to live; and,

WHEREAS, North State Giving Tuesday has enlisted many outreach and business partners to act as ambassadors to help publicize the event and encourage the community at large to give.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the City Council of the City of Dunsmuir, California, that December 1st, 2015 be recognized as **"North State Giving Tuesday"** to raise the level of philanthropy in the region, as led by the Shasta Regional Community Foundation.

Dave Keisler, Mayor

Dated: _____

Black Friday. Cyber Monday.

North State

#GIVINGTUESDAY™

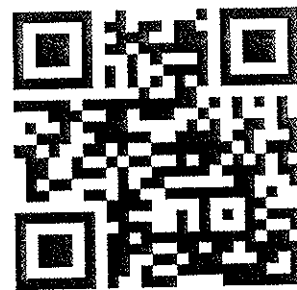
Two days for deals, one day for giving back.

December 1st

The Community Foundation will boost your donations to
your favorite registered local nonprofits when you do
your annual giving **ONLINE**
between 6 AM and 6 PM PDT
on Giving Tuesday

www.NorthStateGives.org

Follow the action on Facebook and Twitter
as local nonprofits compete for prize
challenges to win extra cash based on
the donations they receive online.
#northstategivingtuesday



Check Register Report

Item No 13.E

11-6-15 A/P

Date: 11/06/2015

Time: 12:38 pm

Page: 1

City of Dunsmuir

BANK: U.S. BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
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U.S. BANK Checks

47519	11/06/2015	Printed		10273	BILL PLACE	NOV '15 C.M. HSE RENT	1,000.00
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Total Checks: 1

Checks Total (excluding void checks): 1,000.00

Total Payments: 1

Bank Total (excluding void checks): 1,000.00

Total Payments: 1

Grand Total (excluding void checks): 1,000.00

Check Register Report

Item No. 13.F

11-13-15 a/p

Date: 11/13/2015

Time: 8:13 am

Page: 1

City of Dunsmuir

BANK: U.S. BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
U.S. BANK Checks							
47520	11/13/2015	Printed		1225	ACME COMPUTER	COMP,PRNTR,BCKUPS ADPTR	3,816.85
47521	11/13/2015	Printed		1223	ADAMS ASHBY GROUP, INC.	10-1-10-31-15 SVCS	2,400.00
47522	11/13/2015	Printed		514	ADVANCE INFOSYSTEMS	PROC DATA,ENVL ETC	408.82
					FORMS		
47523	11/13/2015	Printed		1000	AIELLO,GOODRICH,TEUSCHER	PROF SVCS ENDING 10-31-15	8,578.79
47524	11/13/2015	Printed		1215	ALSCO	PW,WWTP CVRALLS RNTS	32.00
47525	11/13/2015	Printed		10263	SARA J. ANNA	REIMB FOR MNTE CITY	3,200.00
					PLN&ZONEM		
47526	11/13/2015	Printed		9447	AUS SMALL BUSINESS	C.H.MATS, WKLY LNDY 11-4-15	460.40
47527	11/13/2015	Printed		2635	BASIC LABORATORY, INC.	FRANCH DRAIN LEACH LINE	139.00
47528	11/13/2015	Printed		2800	BAXTER AUTO PARTS, INC.	SPIN ON LUBE FLTR	291.87
47529	11/13/2015	Printed		3572	BLUE CROSS OF CALIF	12-1-15TO1-1-16 LIF INS PREM	162.90
47530	11/13/2015	Printed		10017	CAL-ORE COMMUNICATIONS	NOV '15 COMM. CHRGS	19.95
47531	11/13/2015	Printed		5325	REBECCA CATLETT	CLN SVC 11-1,2,8,9,17-15	132.00
47532	11/13/2015	Printed		5915	CHEM QUIP, INC.	-1 150LB CYL,-1 DEP-CREDIT	1,526.14
47533	11/13/2015	Printed		6325	CLEMENS WASTE REMOVAL	DUMP FEES OCT '15	16,030.81
47534	11/13/2015	Printed		9850	DUNSMUIR HARDWARE	OCT '15 SUPPLIES/MATRL'S	439.29
47535	11/13/2015	Printed		9885	DUNSMUIR TIRE	RAIN-X WEATHERBEATER WIPER	153.94
47536	11/13/2015	Printed		11255	ELECSYS INTERNATIONAL	DEC '15 MO MAINT CHRGS	223.50
					CORP		
47537	11/13/2015	Printed		9303	FASTENAL COMPANY	GLVS, BATTERIES	122.21
47538	11/13/2015	Printed		5219	FERGUSON ENTERPRISES	3/4" WTR SVC	639.17
					INC, 1423		
47539	11/13/2015	Printed		47610	FISCHER'S SISKIYOU	1-ADA TOILET T.PARK	493.20
					BACKHOE		
47540	11/13/2015	Printed		10096	ANTONIO D. FLORES	REPL CK#46696EF RECVRY	31.45
						9-11-14	
47541	11/13/2015	Printed		17041	GOODYEAR COMMERCIAL TIRE	7-GY WRL DURATRC,WASTE TIRE	1,325.16
						FE	
47542	11/13/2015	Printed		22620	JULIE ISKRA	REIMB FOR COFFEE, SUGAR	23.66
47543	11/13/2015	Printed		24875	LILLY JONES	NOV '15 CEMETERY MAINT	583.33
47544	11/13/2015	Printed		26425	KEN ELGIN	RPL FRNT BRAKE PADS,FUEL	652.26
						FLTR	
47545	11/13/2015	Printed		31212	MANFREDI'S DEPOT	9-25 THRU 10-21-15 VEH FUEL	410.77
47546	11/13/2015	Printed		9870	MT SHASTA AREA	LEGAL #7411 PUB HEARING NOV	50.00
					NEWSPAPERS	11	
47547	11/13/2015	Printed		33130	MT SHASTA CITY	LAB ANALYSIS 10-28-15	80.00
47548	11/13/2015	Printed		9201	O'REILLY AUTO PARTS	BATT CHRGR	30.09
47549	11/13/2015	Printed		44240	RAMSHAW'S ACE HARDWARE	4-ELBOW PVC	12.89
47550	11/13/2015	Printed		10206	PAMELA RUSSELL	OCT 26 THRU NOV 6, 2015 SVCS	2,003.75
47551	11/13/2015	Printed		47100	S.C.O.R.E.	ANULPRM	243.00
						EAPCVRGE7-1-15/6-30-16	
47552	11/13/2015	Printed		47676	SMITH BUILDING SERVICES,	OCT '15 BLDG SVCS	1,416.67
					LLC		
47553	11/13/2015	Printed		57228	SOLANO'S HOME IMPROVEMNT	GORILLA TAPE, DG FIR(2), KF RO	125.94
					CTR		
47554	11/13/2015	Printed		48727	STATE BOARD OF	7-1-15/6-30-16WA RIGHTS PERMIT	239.22
					EQUALIZATION		
47555	11/13/2015	Printed		9413	STATEWIDE TRAFFIC SAFETY	12-ANCHOR BOLT	19.46
47556	11/13/2015	Printed		48710	SWRCB ACCOUNTING OFFICE	ANNUAL PERM FEE 7-1-15/6-30-16	5,602.00
47557	11/13/2015	Printed		53799	UPS	UPS TO EMERG EQUIP MGMT	19.50
47558	11/13/2015	Printed		53810	US BANK EQUIPMENT FINANCE	11-20-15-11-20-15 RNTL PRNTR,C	1,353.77
47559	11/13/2015	Printed		9318	US POSTMASTER	POSTAGE FOR MO BILLING	1,500.00
47560	11/13/2015	Printed		9999999388	VALLEY INDUSTRIAL	BATTERY FOR KENWOOD	71.71
					COMM.,INC.	TK-270G	
47561	11/13/2015	Printed		50850	VERIZON WIRELESS	CELL SVC FOR OCT '15	83.29
47562	11/13/2015	Printed		57207	WAUSAU TILE INC.	PARTS FOR GA CANS	50.66
47563	11/13/2015	Printed		10180	CVCWA	7-1-15/6-30-16 MEM DUES	800.00

Total Checks: 44

Checks Total (excluding void checks): 55,999.42

Total Payments: 44

Bank Total (excluding void checks): 55,999.42

Total Payments: 44

Grand Total (excluding void checks): 55,999.42

**CITY COUNCIL AGENDA ITEM
INTERIM CITY MANAGER STAFF REPORT
OLD BUSINESS**

Item No: 15. A
Date: November 19, 2015
Subject: Consider draft Resolution establishing rates for garbage service

At your previous meeting a rate structure was presented that made an attempt to equate rates on a per container per pick up basis in keeping with the intention to encourage recycling, reuse and reducing impact on waste stream. This amended proposal keeps that basis intact for 65 gals and 95 gals containers. For those with dumpsters a formula has been applied that reduces cost for additional dumpsters or additional pickups per week. Additional pickups are at 70% of first unit cost.

The outfall of this is that estimated monthly fees generated are \$30,500. I have included monthly accounting for last fiscal year and four months of current fiscal year. This rate structure is estimated to return to City just over \$2,000 less per month than is being currently collected.

For customers with 65 gals or 95 gals service, 847 would see no change in rate, 132 would see rate decrease, and 16 would see minimal rate increase. For the 22 customers with dumpster service, 3 would see no change in rate, 19 would see rate decrease. For the 16 with rate increases, staff presents that there were issues with the rate structure before and the current recommendation makes rates fairer for all.

From a financial standpoint, a percentage decrease applied throughout the rate structure is possible. The next increase in cost will be when Clemens Waste Disposal gets an annual rate adjustment provided by 2012 agreement which will expire in 2017. It is believed that no adjustment in rates would need to be considered until after a new contract for services is provided in 2017.

Recommended Motion: Move to direct staff to send draft resolution to City Attorney and direct City Attorney to prepare documents and schedule for conduct of Proposition 218 election on new rates.

RESOLUTION NO. 2015-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR SETTING RATES FOR REFUSE COLLECTION SERVICES

WHEREAS, in 2015 the City of Dunsmuir passed Ordinance No. 550 repealing Chapter 8.08 to Title 8 of the City of Dunsmuir Municipal Code and enacting a new Chapter 8.08, concerning refuse collection and disposal; and

WHEREAS, the old Chapter 8.08 set forth rates by way of ordinance, but the new Chapter 8.08 permits the City Council to set rates by way of resolution; and

WHEREAS, the City Council wishes to provide a new rate structure based on former rates, cost of service, and needs of the solid waste fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dunsmuir as follows:

The City of Dunsmuir sets refuse collection rates as follows:

	<u>New</u>		<u>Current</u>	<u>Customers</u>
1 65 gal, 1 week	23.48	code 300/301	(23.48/37.01)	847/67
2 65 gal, 1 week	46.96	code 333/302	(46.97/62.03)	28/
3 65 gal, 1 week	70.44	code 334/303	(70.45/86.19)	4/
4 65 gal, 1 week	93.92	code 335/304	(93.93/110.71)	8/
5 65 gal, 1 week	117.40	code 336/305	(117.41/134.49)	1/
6 65 gal, 1 week	140.88	code 337	(140.90)	
7 65 gal, 1 week	164.36	code 338	(164.38)	
8 65 gal, 1 week	187.84	code 339	(187.86)	1
1 65 gals, 2 week	46.96	code 308	(45.93)	
2 65 gals, 2 week	93.92	code 309	(94.24)	2
3 65 gals, 2 week	140.88	code 310	(142.57)	
4 65 gals, 2 week	187.84	code 311	(190.89)	1
5 65 gals, 2 week	234.80	code 312	(239.22)	
1 65 gals, 3 week	70.44	code 315	(54.00)	1
2 65 gals, 3 week	140.88	code 316	(126.46)	1
3 65 gals, 3 week	211.32	code 317	(198.93)	
4 65 gals, 3 week	281.76	code 318	(271.41)	1
5 65 gals, 3 week	352.20	code 319	(343.88)	
1 65 gals, 5 week	117.40	code 322	(70.10)	
2 65 gals, 5 week	234.80	code 323	(110.35)	
3 65 gals, 5 week	352.20	code 324	(150.62)	
4 65 gals, 5 week	469.60	code 325	(190.88)	
5 65 gals, 5 week	587.00	code 326	(231.13)	
6 65 gals, 5 week	704.40	code 327	(271.39)	

1 95 gal, 1 week	34.32	code 400/415	(34.55/38.44)	17/3
2 95 gal, 1 week	68.64	code 407/416	(69.10/76.68)	4
3 95 gal, 1 week	102.96	code 409/417	(73.61/72.64)	
4 95 gal, 1 week	137.28	code 411/419	(98.15/89.79)	1/
5 95 gal, 1 week	171.60	code 421	(106.94)	
6 95 gal, 1 week	205.92	code 414/423	(147.22/124.09)	
1 95 gals, 2 week	68.64	code 425	(55.49)	7
2 95 gals, 2week	137.28	code 426	(110.98)	1
3 95 gals, 2week	205.92	code 427	(124.11)	1
4 95 gals, 2week	274.56	code 429	(158.43)	
5 95 gals, 2week	343.20	code 431	(192.74)	
6 95 gals, 2 week	411.84	code 433	(227.05)	
1 95 gals, 3 week	102.96	code 435	(72.64)	
2 95 gals, 3 week	205.92	code 446	(113.52)	1
3 95 gals, 3 week	308.88	code 437	(175.56)	
4 95 gals, 3 week	411.84	code 439	(227.03)	
5 95 gals, 3 week	514.80	code 441	(278.49)	
6 95 gals, 3 week	617.76	code 443	(329.95)	
Dumpster rental is \$20 per month per dumpster				
1 yard, 1 week	79.06	code 352	(79.06)	2
1 yard, 2 week	134.40	code 353	(128.30)	
1 yard, 3 week	189.74	code 354	(177.52)	
1 yard, 4 week	245.08			
1 yard, 5 week	300.42	code 355	(275.98)	
1½ yard, 1 week	102.78	code 348	(103.68)	1
1½ yard, 2 week	174.72	code 349	(177.53)	1
2 yard, 1 week	100.00	code 307	(128.30)	9
2 yard, 2 week	170.00	code 314	(226.75)	3
2 yard, 3 week	240.00	code 321	(325.21)	1
2 yard, 5 week	380.00	code 328	(522.12)	
Medical Dumpster	128.44	code 440	(32.11 per office)	1
3 yard, 1 week	150.00	code 356	(192.47)	
3 yard, 3 week	360.00	code 344	(517.74)	1
3 yard, 4 week	465.00	code 362	(620.59)	
2 2 yard, 1 week	170.00	code 314	(226.75)	
2 2 yard, 2 week	289.00	code 346	(423.66)	1
2 2 yard, 3 week	408.00	code 341	(620.59)	
2 2 yard, 4 week	527.00	code 447	(820.59)	
2 2 yard, 5 week	646.00	code 343	(1,014.41)	1

3 2 yard, 1 week	240.00	code 359	(325.21)	1
3 2 yard, 3 week	576.00	code 370	(945.80)	

The above rates for commercial establishments shall be deemed to be rates for curbside pickup. A further surcharge shall be charged for other than curbside pickup, at rates to be set by the City Council upon application by individual commercial establishments.

PASSED AND ADOPTED this _____ day of _____, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dave Keisler, Mayor

ATTEST:

APPROVED AS TO FORM

Kathryn Wilson, City Clerk

John Sullivan Kenny, City Attorney

Fund 25

	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	YTD Total
25-000-4340 Penalties	585.14	465.77	893.02	468.25									2,412.18
25-000-4400 Interest-LAIF	276.86	-	-	254.31									531.17
25-000-4410 Interest-Loans	-	-	-	-									-
25-000-4620 State Grant Funds	-	-	-	-									-
25-000-4930 Refuse Collection Fees	32,359.09	31,307.52	32,761.80	32,613.32									129,041.73
25-000-4930 Extra Garbage Fees	488.72	517.53	547.33	1,101.86									2,655.44
25-000-4940 Dumpster Rental	360.00	380.00	380.00	760.00									1,880.00
25-000-4945													
Total Revenue	34,069.81	32,670.82	34,582.15	35,197.74	-	-	-	-	-	-	-	-	136,520.52
25-000-7100 Salaries	2,369.50	2,326.83	3,450.98	2,346.32									10,493.63
25-000-7110 Overtime	-	-	-	-									-
25-000-7130 FICA	181.25	178.00	264.01	179.50									802.76
25-000-7140 PERS	319.63	275.74	408.96	398.30									1,402.63
25-000-7150 Group Insurance	1,336.03	1,267.11	1,256.32	1,327.34									5,186.80
25-000-7160 Workers Comp	-	-	-	2,470.00									2,470.00
25-000-7180 Deferred Comp	27.52	26.68	39.23	27.06									120.49
25-000-7190 Comp Absences	-	-	-	-									-
25-000-7300 Professional Services	11,945.17	7,095.74	6,443.23	5,371.52									30,855.66
25-000-7310 Contract/Special Services	11,310.80	11,360.63	11,148.07	11,509.45									45,328.95
25-000-7480 Management/Adm Charges	3,414.00	3,414.00	3,414.00	3,414.00									13,656.00
25-000-7600 Equipment/Replacement Serv.	1,633.26	-	570.10	-									2,203.36
25-000-7620 Vehicle Fuel	-	634.30	150.20	225.86									1,010.36
25-000-7630 Vehicle Maintenance	-	-	184.00	-									184.00
25-000-7720 Maintenance Buildings/Grounds	-	-	-	-									-
25-000-7760 Leases/Rentals	1,777.00	1,778.65	1,778.65	1,779.65									7,113.95
25-000-7920 Supplies/Materials	1,723.18	-	99.31	202.90									2,025.39
25-000-7930 Postage	500.00	-	500.00	-									1,000.00
25-000-8100 Liability Insurance	-	-	-	5,048.00									5,048.00
25-000-8200 Equipment Replacement	-	-	-	-									-
25-000-8270 Special Projects	440.00	440.00	540.00	880.00									2,300.00
Total Expenditures	36,977.34	28,797.68	30,247.06	35,179.90	-	-	-	-	-	-	-	-	131,201.98
Net Effect	(2,907.53)	3,873.14	4,335.09	17.84	-	-	-	-	-	-	-	-	5,318.54
% of Exp/Rev	108.53%	88.14%	87.46%	99.95%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

Fund 25

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	YTD Total
25-000-4340 Penalties	483.38	434.27	523.05	508.94	476.06	-	1,440.79	509.00	413.51	489.66	477.38	363.44	6,119.48
25-000-4400 Interest-LAIF	215.50	-	-	238.20	-	-	250.64	-	-	251.02	-	-	955.36
25-000-4410 Interest-Loans	249.42	-	-	-	-	-	-	-	-	-	-	-	249.42
25-000-4620 State Grant Funds	-	-	-	-	-	-	-	-	-	-	-	-	-
25-000-4930 Refuse Collection Fees	30,650.07	32,310.25	32,637.04	32,642.49	32,520.10	32,504.97	32,015.72	32,209.12	31,628.96	31,814.44	31,943.46	32,191.53	385,068.15
25-000-4940 Extra Garbage Fees	523.00	490.60	490.60	519.40	602.20	452.72	481.33	466.96	456.16	466.96	448.96	478.16	5,877.05
25-000-4940 Dumpster Rental	36.20	320.00	320.00	320.00	320.00	320.00	320.00	320.00	320.00	260.00	320.00	340.00	3,516.20
Total Revenue	32,157.57	33,555.12	33,970.69	34,229.03	33,918.36	33,277.69	34,508.48	33,505.08	32,818.63	33,282.08	33,189.80	33,373.13	401,785.66
25-000-7100 Salaries	3,118.93	3,070.95	3,074.29	4,589.94	10,750.97	3,692.76	2,293.41	2,243.83	2,195.44	3,360.63	2,233.39	2,319.28	43,043.82
25-000-7110 Overtime	-	-	-	484.39	-	-	-	-	-	-	-	285.75	770.14
25-000-7130 FICA	238.61	234.95	235.21	395.83	822.43	282.52	175.39	171.67	168.01	257.10	170.84	199.29	3,351.85
25-000-7140 PERS	441.30	434.50	434.97	652.06	427.72	374.28	324.38	317.40	310.55	475.37	315.90	328.03	4,836.46
25-000-7150 Group Insurance	1,882.71	1,774.66	1,748.67	1,741.82	1,784.11	1,773.35	1,228.38	1,258.16	1,184.09	1,252.26	1,336.04	1,335.79	18,300.04
25-000-7160 Workers Comp	1,190.00	-	-	1,190.00	-	-	1,190.00	-	-	1,190.00	-	-	4,760.00
25-000-7180 Deferred Comp	43.95	42.98	42.56	72.14	186.31	24.53	26.02	25.83	24.98	37.96	26.10	30.51	583.87
25-000-7190 Comp Absences	-	-	-	-	-	-	-	-	-	-	-	-	-
25-000-7300 Professional Services	-	4,645.15	6,967.42	12,195.29	6,444.62	4,567.69	9,034.67	6,476.69	4,788.33	5,065.90	4,887.43	7,249.88	72,323.07
25-000-7310 Contract/Special Services	11,062.87	11,526.85	11,353.49	11,298.23	11,294.76	11,112.37	10,971.41	11,307.29	11,305.12	11,294.25	11,209.69	11,248.20	134,984.53
25-000-7480 Management/Adm Charges	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	6,734.17	80,810.04
25-000-7600 Equipment/Replacement Serv.	-	38.04	729.85	-	-	-	-	-	-	-	400.34	-	1,168.23
25-000-7620 Vehicle Fuel	-	389.88	690.88	310.01	461.98	597.12	421.05	240.32	287.72	149.89	159.10	321.31	4,029.26
25-000-7630 Vehicle Maintenance	123.56	116.47	52.73	-	129.47	-	70.00	-	829.91	-	71.42	1,143.79	2,537.35
25-000-7720 Maintenance Buildings/Grounds	-	-	50.00	36.00	-	-	4,612.19	-	-	-	-	-	4,698.19
25-000-7760 Leases/Rentals	-	1,776.75	-	1,775.35	-	3,550.70	434.06	1,774.85	3,549.70	1,777.00	1,777.00	-	16,415.41
25-000-7920 Supplies/Materials	-	696.70	-	46.67	506.60	22.81	500.00	-	500.00	-	1,256.25	-	1,325.99
25-000-7930 Postage	-	-	500.00	-	-	-	500.00	-	-	-	-	-	2,756.25
25-000-8100 Liability Insurance	4,338.00	-	-	-	-	-	-	-	-	-	-	-	4,338.00
25-000-8200 Equipment Replacement	49,134.23	13,322.47	-	-	-	-	-	-	-	-	-	-	62,456.70
25-000-8270 Special Projects	-	440.00	2,215.35	1,130.00	-	880.00	-	440.00	880.00	440.00	440.00	-	6,865.35
Total Expenditures	78,308.33	45,244.52	34,829.59	42,751.90	39,543.14	33,612.30	38,015.13	30,990.21	32,758.02	32,034.53	31,070.88	31,196.00	470,354.55
Net Effect	(46,150.76)	(11,689.40)	(858.90)	(8,522.87)	(5,624.78)	(334.61)	(3,506.65)	2,514.87	60.61	1,247.55	2,118.92	2,177.13	(68,568.89)
% of Exp/Rev	243.51%	134.84%	102.53%	124.90%	116.58%	101.01%	110.16%	92.49%	99.82%	96.25%	93.62%	93.48%	

RESOLUTION NO. 2015-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR AUTHORIZING CITY MANAGER TO EXECUTE AGREEMENTS WITH THE STATE BOARD OF EQUALIZATION FOR IMPLEMENTATION OF A LOCAL TRANSACTIONS AND USE TAX.

WHEREAS, on May 21, 2015, the City Council approved Ordinance No. 545 amending the City Municipal Code and providing for a local transactions and use tax; and

WHEREAS, the State Board of Equalization (Board) administers and collects the transactions and use taxes for all applicable jurisdictions within the state; and

WHEREAS, the Board will be responsible to administer and collect the transactions and use tax for the City; and

WHEREAS, the Board requires that the City enter into a "Preparatory Agreement" and an "Administration Agreement" prior to implementation of said taxes, and

WHEREAS, the Board requires that the City Council authorize the agreements.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Dunsmuir that the "Preparatory Agreement" attached as Exhibit A and the "Administrative Agreement" attached as Exhibit B are hereby approved and the City Manager is hereby authorized to execute each agreement.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Dunsmuir held on 19th day of November, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dave Keisler, Mayor

ATTEST:

Kathryn Wilson, City Clerk

AGREEMENT FOR PREPARATION TO ADMINISTER AND OPERATE CITY'S TRANSACTIONS AND USE TAX ORDINANCE

In order to prepare to administer a transactions and use tax ordinance adopted in accordance with the provision of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code, the City of Dunsmuir, hereinafter called *City*, and the STATE BOARD OF EQUALIZATION, hereinafter called *Board*, do agree as follows:

1. The Board agrees to enter into work to prepare to administer and operate a transactions and use tax in conformity with Part 1.6 of Division 2 of the Revenue and Taxation Code which has been approved by a majority of the electors of the City and whose ordinance has been adopted by the City.

2. City agrees to pay to the Board at the times and in the amounts hereinafter specified all of the Board's costs for preparatory work necessary to administer the City's transactions and use tax ordinance. The Board's costs for preparatory work include costs of developing procedures, programming for data processing, developing and adopting appropriate regulations, designing and printing forms, developing instructions for the Board's staff and for taxpayers, and other appropriate and necessary preparatory costs to administer a transactions and use tax ordinance. These costs shall include both direct and indirect costs as specified in Section 11256 of the Government Code.

3. Preparatory costs may be accounted for in a manner which conforms to the internal accounting and personnel records currently maintained by the Board. The billings for costs may be presented in summary form. Detailed records of preparatory costs will be retained for audit and verification by the City.

4. Any dispute as to the amount of preparatory costs incurred by the Board shall be referred to the State Director of Finance for resolution, and the Director's decision shall be final.

5. Preparatory costs incurred by the Board shall be billed by the Board periodically, with the final billing within a reasonable time after the operative date of the ordinance. City shall pay to the Board the amount of such costs on or before the last day of the next succeeding month following the month when the billing is received.

6. The amount to be paid by City for the Board's preparatory costs shall not exceed one hundred seventy-five thousand dollars (\$175,000) (Revenue and Taxation Code Section 7272.)

7. Communications and notices may be sent by first class United States mail. Communications and notices to be sent to the Board shall be addressed to:

State Board of Equalization
P.O. Box 942879 MIC: 27
Sacramento, California 94279-0027
Attention: Supervisor,
Local Revenue Allocation Unit

Communications and notices to be sent to City shall be addressed to:

City Manager
5915 Dunsmuir Avenue
Dunsmuir, CA 96025

8. The date of this agreement is the date on which it is approved by the Department of General Services. This agreement shall continue in effect until the preparatory work necessary to administer City's transactions and use tax ordinance has been completed and the Board has received all payments due from City under the terms of this agreement.

CITY OF DUNSMUIR

STATE BOARD OF EQUALIZATION

By _____
Randy L. Johnsen
Interim City Manager

By _____
Lawrence Micheli, Supervisor
Local Revenue Allocation Unit

(Rev. 11/15)

AGREEMENT FOR STATE ADMINISTRATION OF CITY TRANSACTIONS AND USE TAXES

The City Council of the City of Dunsmuir has adopted, and the voters of the City of Dunsmuir (hereafter called "City" or "District") have approved by the required majority vote, the City of Dunsmuir Transactions and Use Tax Ordinance (hereafter called "Ordinance"), a copy of which is attached hereto. To carry out the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code and the Ordinance, the State Board of Equalization, (hereinafter called the "Board") and the City do agree as follows:

ARTICLE I DEFINITIONS

Unless the context requires otherwise, wherever the following terms appear in the Agreement, they shall be interpreted to mean the following:

1. "District taxes" shall mean the transactions and use taxes, penalties, and interest imposed under an ordinance specifically authorized by Revenue and Taxation code Section 7285.9, and in compliance with Part 1.6, Division 2 of the Revenue and Taxation Code.

2. "City Ordinance" shall mean the City's Transactions and Use Tax Ordinance referred to above and attached hereto, Ordinance No. 545, as amended from time to time, or as deemed to be amended from time to time pursuant to Revenue and Taxation Code Section 7262.2.

ARTICLE II ADMINISTRATION AND COLLECTION OF CITY TAXES

A. Administration. The Board and City agree that the Board shall perform exclusively all functions incident to the administration and operation of the City Ordinance.

B. Other Applicable Laws. City agrees that all provisions of law applicable to the administration and operation of the State Sales and Use Tax Law which are not inconsistent with Part 1.6 of Division 2 of the Revenue and Taxation Code shall be applicable to the administration and operation of the City Ordinance. City agrees that money collected pursuant to the City Ordinance may be deposited into the State Treasury to the credit of the Retail Sales Tax Fund and may be drawn from that Fund for any authorized purpose, including making refunds, compensating and reimbursing the Board pursuant to Article IV of this Agreement, and transmitting to City the amount to which City is entitled.

C. Transmittal of money.

1. For the period during which the tax is in effect, and except as otherwise provided herein, all district taxes collected under the provisions of the City Ordinance shall be transmitted to City periodically as promptly as feasible, but not less often than twice in each calendar quarter.

2. For periods subsequent to the expiration date of the tax whether by City's self-imposed limits or by final judgment of any court of the State of California holding that City's ordinance is invalid or void, all district taxes collected under the provisions of the City Ordinance shall be transmitted to City not less than once in each calendar quarter.

3. Transmittals may be made by mail or electronic funds transfer to an account of the City designated and authorized by the City. A statement shall be furnished at least quarterly indicating the amounts withheld pursuant to Article IV of this Agreement.

D. Rules. The Board shall prescribe and adopt such rules and regulations as in its judgment are necessary or desirable for the administration and operation of the City Ordinance and the distribution of the district taxes collected thereunder.

E. Preference. Unless the payor instructs otherwise, and except as otherwise provided in this Agreement, the Board shall give no preference in applying money received for state sales and use taxes, state-administered local sales and use taxes, and district transactions and use taxes owed by a taxpayer, but shall apply moneys collected to the satisfaction of the claims of the State, cities, counties, cities and counties, redevelopment agencies, other districts, and City as their interests appear.

F. Security. The Board agrees that any security which it hereafter requires to be furnished by taxpayers under the State Sales and Use Tax Law will be upon such terms that it also will be available for the payment of the claims of City for district taxes owing to it as its interest appears. The Board shall not be required to change the terms of any security now held by it, and City shall not participate in any security now held by the Board.

G. Records of the Board.

When requested by resolution of the legislative body of the City under section 7056 of the Revenue and Taxation Code, the Board agrees to permit authorized personnel of the City to examine the records of the Board, including the name, address, and account number of each seller holding a seller's permit with a registered business location in the City, pertaining to the ascertainment of transactions and use taxes collected for the City. Information obtained by the City from examination of the Board's records shall be used by the City only for purposes related to the collection of transactions and use taxes by the Board pursuant to this Agreement.

H. Annexation. City agrees that the Board shall not be required to give effect to an annexation, for the purpose of collecting, allocating, and distributing District transactions and use taxes, earlier than the first day of the calendar quarter which commences not less than two months after notice to the Board. The notice shall include the name of the county or counties annexed to the extended City boundary. In the event the City shall annex an area, the boundaries of which are not coterminous with a county or counties, the notice shall include a description of the area annexed and two maps of the City showing the area annexed and the location address of the property nearest to the extended City boundary on each side of every street or road crossing the boundary.

ARTICLE III

ALLOCATION OF TAX

A. Allocation. In the administration of the Board's contracts with all districts that impose transactions and use taxes imposed under ordinances, which comply with Part 1.6 of Division 2 of the Revenue and Taxation Code:

1. Any payment not identified as being in payment of liability owing to a designated district or districts may be apportioned among the districts as their interest appear, or, in the discretion of the Board, to all districts with which the Board has contracted using ratios reflected by the distribution of district taxes collected from all taxpayers.

2. All district taxes collected as a result of determinations or billings made by the Board, and all amounts refunded or credited may be distributed or charged to the respective districts in the same ratio as the taxpayer's self-declared district taxes for the period for which the determination, billing, refund or credit applies.

B. Vehicles, Vessels, and Aircraft. For the purpose of allocating use tax with respect to vehicles, vessels, or aircraft, the address of the registered owner appearing on the application for registration or on the certificate of ownership may be used by the Board in determining the place of use.

ARTICLE IV **COMPENSATION**

The City agrees to pay to the Board as the Board's cost of administering the City Ordinance such amount as is provided for by law. Such amounts shall be deducted from the taxes collected by the Board for the City.

ARTICLE V **MISCELLANEOUS PROVISIONS**

A. Communications. Communications and notices may be sent by first class United States mail to the addresses listed below, or to such other addresses as the parties may from time to time designate. A notification is complete when deposited in the mail.

Communications and notices to be sent to the Board shall be addressed to:

State Board of Equalization
P.O. Box 942879
Sacramento, California 94279-0032
Attention: Supervisor,
Local Revenue Allocation Unit

Communications and notices to be sent to the City shall be addressed to:

City Manager
5915 Dunsmuir Avenue
Dunsmuir, CA 96025

Unless otherwise directed, transmittals of payment of District transactions and use taxes will be sent to the address above.

B. Term. The date of this Agreement is the date on which it is approved by the Department of General Services. The Agreement shall take effect on _____. This Agreement shall continue until December 31 next following the expiration date of the City Ordinance, and shall thereafter be renewed automatically from year to year until the Board completes all work necessary to the administration of the City Ordinance and has received and disbursed all payments due under that Ordinance.

C. Notice of Repeal of Ordinance. City shall give the Board written notice of the repeal of the City Ordinance not less than 110 days prior to the operative date of the repeal.

ARTICLE VI
ADMINISTRATION OF TAXES IF THE
ORDINANCE IS CHALLENGED AS BEING INVALID

A. Impoundment of funds.

1. When a legal action is begun challenging the validity of the imposition of the tax, the City shall deposit in an interest-bearing escrow account, any proceeds transmitted to it under Article II. C., until a court of competent jurisdiction renders a final and non-appealable judgment that the tax is valid.

2. If the tax is determined to be unconstitutional or otherwise invalid, the City shall transmit to the Board the moneys retained in escrow, including any accumulated interest, within ten days of the judgment of the trial court in the litigation awarding costs and fees becoming final and non-appealable.

B. Costs of administration. Should a final judgment be entered in any court of the State of California, holding that City's Ordinance is invalid or void, and requiring a rebate or refund to taxpayers of any taxes collected under the terms of this Agreement, the parties mutually agree that:

1. Board may retain all payments made by City to Board to prepare to administer the City Ordinance.

2. City will pay to Board and allow Board to retain Board's cost of administering the City Ordinance in the amounts set forth in Article IV of this Agreement.

3. City will pay to Board or to the State of California the amount of any taxes plus interest and penalties, if any, that Board or the State of California may be required to rebate or refund to taxpayers.

4. City will pay to Board its costs for rebating or refunding such taxes, interest, or penalties. Board's costs shall include its additional cost for developing procedures for processing the rebates or refunds, its costs of actually making these refunds, designing and printing forms, and developing instructions for Board's staff for use in making these rebates or refunds and any other costs incurred by Board which are reasonably appropriate or necessary to make those rebates or refunds. These costs shall include Board's direct and indirect costs as specified by Section 11256 of the Government Code.

5. Costs may be accounted for in a manner, which conforms to the internal accounting, and personnel records currently maintained by the Board. The billings for such costs may be presented in summary form. Detailed records will be retained for audit and verification by City.

6. Any dispute as to the amount of costs incurred by Board in refunding taxes shall be referred to the State Director of Finance for resolution and the Director's decision shall be final.

7. Costs incurred by Board in connection with such refunds shall be billed by Board on or before the 25th day of the second month following the month in which the judgment of a court of the State of California holding City's Ordinance invalid or void becomes final. Thereafter Board shall bill City on or before the 25th of each month for all costs incurred by Board for the preceding calendar month. City shall pay to Board the amount of such costs on or before the last day of the succeeding month and shall pay to Board the total amount of taxes, interest, and penalties refunded or paid to taxpayers, together with Board costs incurred in making those refunds.

CITY OF DUNSMUIR

STATE BOARD OF EQUALIZATION

By _____
Randy L. Johnsen
Interim City Manager

By _____
Lawrence Micheli, Supervisor
Local Revenue Allocation Unit

CITY OF DUNSMUIR TRANSACTIONS AND USE TAX

All legal correspondence should be mailed to the following address:

Jurisdiction: City of Dunsmuir
Title: City Attorney
Address: 2701 Park Marina Drive, Second Floor
Redding, CA 96001

Financial correspondence (Non-confidential information) should be mailed to the following address:

Note: Confidential information may be sent only to positions authorized by resolution

Jurisdiction: City of Dunsmuir
Title: Finance Director
Address: 5915 Dunsmuir Ave
Dunsmuir, CA 96025

Paper warrants (if issued) and Monthly/quarterly statements of transactions and use tax payments should be mailed to the following address:

Jurisdiction: City of Dunsmuir
Title: Finance Director
Address: 5915 Dunsmuir Ave
Dunsmuir, CA 96025

Name: Randy L. Johnsen
Signature: _____
Title: Interim City Manager
Date: November 20, 2015

City Manager

From: Puchalski, Donna <Donna.Puchalski@boe.ca.gov>
Sent: Monday, November 09, 2015 10:06 AM
To: City Manager
Cc: Siu, Olivia
Subject: City of Dunsmuir Measure P
Attachments: CityRES_sign contracts.doc; address form .doc; CONTRACT Prep City-New 2015 LM.doc; CONTRACT Admin City_General-new 2015-LM.doc

Hi Randy -

Congratulations on the passage of the 0.50% transactions and use tax measure. Pursuant to Revenue and Taxation Code section 7265, the new tax is scheduled to become operative on April 1, 2016.

*I am attaching copies of the two standard agreements (1) **AGREEMENT FOR PREPARATION TO ADMINISTER AND OPERATE DISTRICT'S TRANSACTIONS AND USE TAX ORDINANCE** and (2) **AGREEMENT FOR STATE ADMINISTRATION OF DISTRICT TRANSACTIONS AND USE TAXES**, no changes should be made to the language without approval of the Board of Equalization.*

If you have any questions regarding the preparation and execution of these documents, please feel free to contact me at (916)324-1371 or (916)323-0807 or email me at Donna.Puchalski@boe.ca.gov.

*Once the agreements have been approved and signed, please provide **five original signature copies of each agreement**. In addition, we will need (a) **one copy** of the certification of final election results showing passage of your transactions and use tax measure, (b) **five certified copies** of the ordinance and **five certified copies** the City's resolution authorizing the agreements, (c) **one copy** of the enclosed address information document by February 1, 2016.*

Please send the required material to:

STATE BOARD OF EQUALIZATION
LOCAL REVENUE ALLOCATION SECTION
ATTN: Donna Puchalski
PO BOX 942879, MIC: 27
SACRAMENTO, CA 94279-0027

Thank you for your prompt attention to this process. I look forward to working with you in establishing your new tax program.

Donna Puchalski, BTSI
Local Revenue Allocation Unit
916-323-0807

City Manager

From: City Manager
Sent: Monday, November 09, 2015 7:22 PM
To: bigdave.keisler@yahoo.com; 'Josh Spurlock'; 'Bryce Craig'; Nick Syrrist; 'Bruce Deutsch'
Cc: jskenny@lawksn.com
Subject: FW: Sales and Use Tax

FYI. I already asked Board of Equalization contact, that worked with me to prepare the correct ordinance that you already passed, to begin preparing the next set of documents and giving Dunsmuir timelines for response. I have yet to even think about the forms needed for "applicants" to request funding. That may need to wait for new City Manager.

Randy

From: Tom Johnson [mailto:tpjhawk@gmail.com]
Sent: Friday, November 06, 2015 1:31 PM
To: City Manager <citymanager@ci.dunsmuir.ca.us>
Cc: Candace Miller <miller13art@yahoo.com>; tim holt <timothyqholt@gmail.com>
Subject: Fwd: Sales and Use Tax

Hello Randy,

Yesterday, I emailed our local representative at the BOE with a few questions about the transaction and use tax for cities (questions referenced at the very bottom) which are answered in detail below. I will probably need to reread it myself about a dozen times before fully absorbing the content. I doubt you will have that problem but if there is some info in here that might be useful to you, thought I would pass along.

The passage of this ballot measure, I see as a good thing, but it will no doubt involve more work for the City Manager and accounting staff.

A question for you would be; is there currently some type of application form that will be made available to groups such as the Friends of the Library to apply for funding that will become available later in 2016? I have done some searching via the usual Googling to see what has been done in other municipalities in the the past and have looked at a few. One I looked at had a page of descriptions regarding application procedures, requirements and restrictions which had bullet point guidelines for the application process. There was a deadline on when to apply and then some boxes to fill out which had questions like what will these funds be used for.

I have a sense that since this local tax is a first for City of Dunsmuir that any application forms or guidelines are yet to be determined. Once the City manager's office finds time to provide such an application or give some direction on how to submit budget requests, the Friends of the Library would be interested in being 'kept in the loop'.

Thanks,

Tom Johnson

President Friends of the Dunsmuir Library

Begin forwarded message:

From: "Micheli, Larry" <Larry.Micheli@boe.ca.gov>
Date: November 6, 2015 at 11:11:30 AM PST
To: "'tpjhawk@gmail.com'" <tpjhawk@gmail.com>
Cc: "Romano, Dario" <Dario.Romano@boe.ca.gov>, "Hanks, Kevin" <Kevin.Hanks@boe.ca.gov>
Subject: Sales and Use Tax

Ms. Barbara Buus of the Hon. Sen. George Runner (Ret)'s office has requested that I respond to your questions regarding the new Dunsmuir City Transaction and Use Tax (District). Your questions are copied below for ready reference:

The new tax will be administered by the State Board of Equalization (BOE) in manner very similar to the Bradley-Burns Local Sales and Use tax that is currently imposed in the City. Taxpayers will report the tax on their tax returns. BOE staff, will to the extent possible make sure that the taxpayers report the correct amount. Every quarter an allocation of the tax will be made to the new District, in this case the city. Our current payment schedule includes 3 monthly advance payments and a quarterly clean up payment. The advances will be calculated during the first year by reviewing the Local Tax already imposed in the city and making adjustments for the fact that the current tax is based on place of sale, and the new District tax is based on place of use. For example, vehicle dealers must report the local sales tax to their business location and District tax to the location where the car is registered. Once we have computed the advances we will advance about 90% of our estimate in the following schedule: 1st advance is 30% of the 90%, 2nd Advance is 30% of the 90% and 3rd advance is 40% of the 90%. This should leave about 10% as a clean-up payment, to which will be included the first advance for the next quarter. Our reason for advancing 90% is that we want to have sufficient funds to cover unanticipated events such as taxpayers filing their returns late or refunds. Also, the advances are calculated by reviewing the payment for the same quarter of the prior year and adjusting out any extraordinary items like big audit payments or refunds. (Because Dunsmuir's District is new, these should not be a factor for a while. Also, typically during the first couple of quarters of a new district we advance a little less, because out of district taxpayers may not immediately pay the new tax.

The new District will become operative on April 1, 2016. This, of course, assumes that the city submits the ordinances and agreements timely, which we are confident they will. The April 1 start date means that taxpayers will begin collecting the tax on April 1. The first payment to the new district will be the first advance for 2nd Quarter which will be in June 2016. The first clean up payment will be in September, which will cover the second quarter 2016.

Our staff will be working on the implementation of your District and the other districts that passed in the election. Our efforts will include the programming of BOE's new computer for the tax, working staff of DMV to adjust their programs for the new tax, (DMV collects the tax on undocumented vessels and on private party sales of vehicles), changing BOE publications and,, of course, the important step of notifying new taxpayers.

We will be calculating the first advances for the new districts in the future. Once we have completed that we can have our staff contact you and tell you what our estimates are.

Other Information Sources: The best source of information is the BOE web site. There is a Local Tax Page. Include on it is Publication 28 which should answer many questions. Of course, Board Staff are always will to help. Please feel free to contact us any time.

Also, we have set up an e-mail address for questions from local officials: ewgroup@boe.ca.gov.

Thank you for giving me the opportunity to respond.

Larry Micheli, Supervisor
Local Revenue Allocation Unit
Board of Equalization
(916) 324-1192

From: Tom Johnson [<mailto:tpjhawk@gmail.com>]
Sent: Thursday, November 05, 2015 1:11 PM
To: Runner, George
Subject: Sales and use Tax

Dear Mr. Runner,

The city of Dunsmuir just passed a 1/2% general sales and use tax ballot measure (Measure P) in a special election. Thanks to BOE for guidance on the proper language to bring this before the voters so that it conforms to Bradley/Burns guidelines.

My questions are how will this new revenue be administered? When and how often will funds begin to transfer into the City of Dunsmuir's General fund account and what does the BOE base its mathematical calculations on? Hard to project how much additional funds will end up in the General account without knowing what to base it on.

If you or one of your staff could answer the above or direct me on where to look for the answers, it would be appreciated.

Thanks,

Tom Johnson
President, Friends of the Dunsmuir Library
Dunsmuir, Ca.

	1-Jul-15	Revenue	Transfer In	Total	Salaries/Benefits	O & M	Capital Imp.	Debt Service	Transfer Out	Total	30-Jun-16
Utilities											
10 General	321,140	1,397,895	11,001	1,730,036	452,835	902,233	117,379	-	50,000	1,522,447	207,589
20 Sewer Enterprise	142,495	575,332	-	717,827	352,182	327,892	-	-	-	680,074	37,753
21 Sewer Increase	669,334	188,200	-	857,534	-	-	-	173,446	-	173,446	684,088
25 Solid Waste	484,062	412,500	-	896,562	59,043	295,710	-	-	-	354,753	541,809
30 Water Enterprise	499,660	435,850	-	935,510	214,512	178,475	-	-	-	392,987	542,523
31 Water Increase	207,908	182,000	-	389,908	-	-	-	34,833	-	34,833	355,076
Special Funds											
14 Tauhaindaulti Park	10,820	53,000	-	63,820	21,903	20,096	-	-	11,001	53,000	10,820
40 Airport	(67,522)	43,600	-	(23,922)	29,774	16,938	-	-	-	46,712	(70,634)
45 Airport Improvements	1,471	-	-	1,471	-	-	-	-	-	-	1,471
50 Local Transportation	14,348	49,031	-	63,379	2,732	58,739	-	-	-	61,471	1,908
59 Gas Tax-2103	(10,735)	8,710	-	(2,025)	2,732	1,150	-	-	-	3,882	(5,907)
60 Gas Tax-2105	3,473	10,987	-	14,460	5,463	4,622	-	-	-	10,085	4,375
61 Gas Tax-2106	(2,059)	10,464	-	8,405	2,732	5,668	-	-	-	8,400	5
62 Gas Tax-2107	1,426	22,185	-	23,611	5,463	16,390	-	-	-	21,853	1,758
63 Gas Tax-2107.5	879	1,000	-	1,879	-	91	-	-	-	91	1,788
64 Gas Tax 2107 SR	808	68,694	50,000	119,502	73,860	10,790	-	-	-	84,650	34,852
70 Fire Assessment	71,992	21,125	-	93,117	-	14,371	-	-	-	14,371	78,746
71 09/10 CDBG	(39,308)	-	16,770	(22,538)	-	274	-	-	-	274	(22,812)
72 09/10 CDBG	(38,503)	-	-	(38,503)	-	-	-	-	-	-	(38,503)
73 12/13 CDBG	(27,017)	1,063,000	137,000	1,172,983	-	-	1,172,983	-	-	1,172,983	(0)
82 EDBG RLF	67,817	35,299	78,485	181,602	-	321	-	-	-	321	181,281
85 EDBG	110,648	-	-	110,648	-	-	-	110,648	-	110,648	(0)
90 CDBG	8,894	-	-	8,894	-	-	-	8,894	-	8,894	(0)
92 CDBG RLF	95,943	16,910	-	112,853	-	140	-	-	112,713	112,853	0
93 SO Dunsmuir Sewer Dist	(1,617)	9,500	-	7,883	-	-	-	9,520	-	9,520	(1,637)
	2,526,358	4,605,282	293,256	7,424,896	1,223,231	1,853,900	1,290,362	217,799	293,256	4,878,548	2,546,348

Item 15. c

CITY OF DUNSMUIR 2015/2016 PERSONNEL BUDGET

Position	City Manager	Finance Director	Accts Rec	Admin Asst.	Public Works Sup	PU Sup	PU UMili	PU Vacant	Public Util. UMI	Public Works MWI	Public Works MWI	Comm. Serv Officer	Fire Chief	Fire Dept	CC/Tres	TOTAL
<i>Incumbent</i>					<i>William</i>	<i>LaRue</i>	<i>Della Bona</i>	<i>Vacant</i>	<i>OIT</i>	<i>Vacant</i>	<i>Wilson</i>	<i>Leahy</i>	<i>Padilla</i>	<i>25</i>		
<i># of part time or volunteers</i>																
Salaries Regular	100,000	70,000	41,018	38,958	45,074	51,896	46,467	42,716	42,716	38,958	40,539	10,826	54,000	9,582	6,000	655,169
Salaries Part Time	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,408
FICA	7,652	5,357	3,138	2,980	3,448	3,970	3,555	3,268	3,268	2,980	3,101	828	4,131	733	459	52,145
PERS employer	8,003	5,602	3,283	3,118	3,607	4,153	3,719	3,419	3,419	3,118	3,427	-	4,322	-	-	52,433
" employee	4,000	2,800	1,641	1,558	1,803	2,076	1,859	1,709	1,709	1,558	1,713	-	2,160	-	-	26,207
Health Insur.	25,799	25,799	9,581	25,799	19,232	19,353	25,799	19,232	19,232	19,232	25,799	-	-	-	-	261,866
Workers Comp	633	443	260	247	5138	5,915	5,296	4,869	4,869	4,440	4,609	1,234	6,260	13,127	41	62,262
Deferred Comp.	2,200	1,840	1,200	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	417	-	-	-	14,657
Personnel Total	148,287	111,841	60,119	73,661	79,301	88,363	87,695	76,212	71,287	71,287	79,915	13,306	70,872	23,442	6,500	1,151,147
SCORE share	6,638	5,007	2,691	3,297	3,650	3,956	3,926	3,412	3,191	3,191	3,577	596	3,173	1,049	291	51,532
SCORE Assessment	5,711	4,307	2,315	2,837	3,054	3,403	3,377	2,935	2,745	2,745	3,078	512	2,729	903	250	44,334
General Fund																1,247,013
City Manager	35%	5%	5%	30%												
Finance	5%	65%	40%	10%												
Planning	5%															
Fire																
Buildings/Grounds					15%							10%				
Streets	10%	5%			45%							23%				
Code Enforcement	10%															
Comm. Promotion																
Tauhaindault Park	5%				5%											
Solid Waste					15%											
LTC			20%	20%	2%											
Gas Tax					15%											
Water	10%	10%	20%	20%		25%	50%	50%	50%	50%						
Waste Water	10%	10%	20%	20%		75%	50%	50%	50%	50%						
Airport	10%	5%	5%		3%											
Check sum	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	0%		

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
4100	Secured & Unsecured Taxes pt	252,305	264,905	271,100	287,000	287,000
4120	Sales & Use Tax	65,226	74,209	84,616	75,500	75,500
4125	Transaction & Use Tax	-	-	-	9,000	9,000
4130	Transient Occupancy Tax	109,088	109,567	111,614	109,000	109,000
4140	Franchises	36,697	36,852	31,923	36,800	36,800
4150	Business License Tax	14,380	16,569	16,143	15,000	15,000
4160	Real Property Transfer Tax (pt)	4,268	2,602	1,813	2,000	2,000
4170	Excise Tax	2,134	-	-	-	-
4200	Animal License	1,943	2,334	1,133	1,500	1,500
4210	Building Permits (Bldg Insp)	12,730	2,921	24,276	20,000	20,000
4215	Plan Check Fees (Bldg Insp)	4,436	1,283	1,475	2,000	2,000
4230	Encroachment Permits (Bldg Insp)	375	500	400	400	400
4300	Vehicle Code Fines	3,169	1,770	2,489	2,500	2,500
4310	Criminal Fines	1,234	1,168	305	1,200	1,200
4320	Parking Tickets	524	962	324	500	500
4330	City Ordinance Fines	-	65	-	100	100
4340	Penalties	2,201	1,448	1,468	1,500	1,500
4400	Interest - LAIF	868	181	63	400	400
4405	Interest - Checking	41	125	170	100	100
4430	Building Rentals	79,160	93,920	93,714	94,000	94,000
4440	Lease of Ground Area	150	150	-	100	100
4470	Cemetery Plot Sales	1,000	3,375	1,000	1,000	1,000
4500	Motor Vehicle In Lieu	986	8	788	800	800
4510	Homeowners' Tax Relief (pt)	669	675	(54)	450	450
4535	Mandated Cost Reimbursements	-	128	42,569	-	-
4540	Prop 172 Augmentation	13,203	13,687	16,220	14,000	14,000
4550	VLF Net	150,230	155,679	155,960	155,000	155,000
4555	Triple Flip	19,873	22,392	25,549	24,000	24,000
4620	State Grant Funds	48,854	6,716	-	-	-
4800	Zoning & Subdivision Fees (Plng)	300	-	(50)	83	83
4810	Variances (Planning)	600	300	300	400	400
4820	Use Permits (Planning)	925	335	375	600	600
4830	Sign Permits (Planning)	700	625	245	600	600
4850	District Callout Reimbursement	39,610	27,356	29,708	30,000	30,000
4870	Mutual Aid/Billable Services	41,849	69,601	52,261	30,000	30,000
4880	Misc Fire Dept Revenues (Grant)	3,176	-	2,294	-	-
4910	Impound Fees	435	375	1,302	700	700
5000	Misc. Service	519	1,298	880	800	800
5100	Sale of Surplus Property	-	1,500	-	500	500
5150	Unclassified Revenues	5,533	2,514	622	1,000	1,000
5160	Indirect Cost Allocations	246,850	353,655	325,644	277,553	277,553
5170	Operating Transfers in	38,968	-	-	11,001	11,001
5190	Prior Year Cost Reimbursement	-	-	-	44,000	44,000
Dept:509 Law Enforcement		-	-	-	-	-
4670	C.O.P.S. (CSS & deputy)	88,961	94,147	120,848	100,000	100,000
Dept:511 F.E.M.A / FIRE Grant		-	-	-	-	-
4670	FEMA / ST OF CA Collision Grant	769,236	-	183,201	-	-
Dept:513 Streets & Roads		-	-	-	-	-
4620	State Grant Funds (STIP) & Prop 1B / RSTP	345,011	1,332	5,794	117,379	117,379
Dept:514 Buildings & Grounds		-	-	-	-	-
4620	Grant Funds (STIP) Tuhindauli Viewing Platform	-	-	170,558	-	-
Total Revenues		2,408,416	1,367,230	1,779,038	1,468,466	1,468,466

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Expenditures						
Dept:501 City Council						
7200	Training & Education	-	1,100	-	2,000	2,000
7210	Meetings & Travel (meals included)	1,240	6,965	286	5,000	5,000
7230	Sub/Membership Dues	-	-	-	1,100	1,100
7300	Professional Services	1,369	473	2,537	3,600	3,600
7310	Contract/Special Services	4,599	182	43	100	100
7400	Election Expense	-	11,728	1,329	-	-
7410	Adv/Notices	703	387	853	1,000	1,000
7600	Equipment/Replacement < \$1,000	-	-	-	11,000	11,000
7730	Utilities	566	595	644	650	650
7900	Office Expenses	611	775	524	500	500
7910	Misc. Department Expenses	-	-	-	-	-
Total Dept: 501 City Council		9,088	22,205	6,215	24,950	24,950

The City Council budget includes \$7,000 for travel/training, \$3600 for public broadcasting of CC mtg, and \$11,000 for new audio/visual equipment and chairs for the Council.

Dept:502 City Manager						
71XX	Salary & Benefits	103,187	110,403	91,571	81,302	81,302
7200	Training & Education	715	502	568	2,000	2,000
7210	Meetings & Travel	1,123	316	5,951	3,000	3,000
7230	Sub/Membership Dues	1,075	1,075	1,100	1,500	1,500
7300	Professional Services	-	-	350	-	-
7750	Phone Charges	450	375	100	150	150
7900	Office Expenses	77	-	854	500	500
7910	Misc. Department Expenses	-	-	-	4,000	4,000
8100	Liability Insurance	4,841	3,515	8,302	3,665	3,665
Total Dept: 502 City Manager		111,467	116,186	108,796	96,117	96,117

The budget includes the hire of a full time City Manager at \$100,000 per year. Salaries for the CM budget are made up of 35% CM, 5% CJO, and 30% Admin. Asst., travel/training of \$5,000 and \$4,000 for misc. exp.

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Dept:503 City Clerk & Treasurer						
71XX	Salary & Benefits	5,924	6,508	6,480	6,500	6,500
7210	Meetings & Travel	-	-	-	1,000	1,000
7230	Sub/Membership Dues	-	-	-	1,000	1,000
7300	Professional Services	150	-	-	5,000	5,000
7400	Election Expense	333	-	-	10,000	10,000
7410	Adv/Notices	104	-	298	3,000	3,000
7900	Office Expense	-	-	171	100	100
8100	Liability Insurance	550	560	885	52	52
Total Dept: 503 City Clerk & Treasurer		7,061	7,068	7,834	26,652	26,652

The City Clerk/Treasurer budget includes monthly stipend for both positions as well as \$1,000 for annual Municipal Code Membership, \$10,000 for the Special Election, \$5,000 for Municipal Code reprints and \$3,000 for ordinance publishing.

Dept:505 City Attorney						
7300	Professional Services	30,299	34,721	31,967	35,000	35,000
7340	Litigation Expense	1,541	1,188	1,046	2,000	2,000
7910	Misc. Department Expense	-	-	-	-	-
Total Dept: 505 City Attorney		31,840	35,909	33,013	37,000	37,000

Dept:506 Planning						
71XX	Salary & Benefits	6,624	7,044	7,165	15,099	15,099
7230	Sub/Membership Dues	-	2,345	1,036	2,000	2,000
7300	Professional Services-OnCall	5,787	25,840	14,203	22,500	22,500
7310	Contract/Special Services-Hsg Plmnt/Ann'l Update	875	-	668	15,000	15,000
7410	Adv/Notices	1,347	867	943	3,000	3,000
8100	Liability Insurance	13	10	212	115	115
Total Dept: 506 Planning		14,646	36,106	24,226	57,714	57,714

The salaries are for 5% of the CM and 10% of the Admin. Assist., \$22,000 for the Planner, \$15,000 for the housing Element Update and \$3,000 for public Notices/advertising.

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Dept:507 Finance & Administration						
71XX	Salary & Benefits	105,521	110,862	68,436	106,203	106,203
7200	Training & Education	165	91	-	2,000	2,000
7210	Meetings & Travel	410	106	15	3,000	3,000
7300	Professional Services	6,888	21,401	15,071	15,000	15,000
7310	Contract/Special Services	9,855	7,793	7,351	10,000	10,000
7320	Audit	14,939	17,319	4,200	18,500	18,500
7600	Equipment/Replacement < \$1,000	-	513	1,596	500	500
7610	Equipment Maint & Replacement	-	77	106	500	500
7720	Maintenance Buildings/Grounds	2,548	3,826	4,370	2,500	2,500
7730	Utilities	6,429	4,804	4,691	5,000	5,000
7750	Phone	4,181	5,062	6,632	6,500	6,500
7760	Leases/Rentals	6,605	6,099	8,405	7,000	7,000
7780	Penalty	-	-	584	-	-
7900	Office Expense	5,616	6,871	5,430	6,000	6,000
7920	Supplies/Materials	1,124	603	(165)	500	500
7930	Postage	1,356	1,675	756	1,200	1,200
8100	Liability Insurance	5,534	4,067	9,208	6,513	6,513
8200	Equipment Replacement	8,181	871	12,979	500	500
Total Dept: 507 Finance		179,352	192,042	149,666	191,416	191,416

The budget provides for a full time Finance Director at \$70,000 per year. 65% of the Finance Director, 5% of the CM and 40% of the A/R Clerk are included in the salaries. Professional Services are for tech support through ACMF Comp. Services and Tyler Tech (financial software support). Audit and contract services are included, leases of various office equipment and the purchase of the A/R software package is included.

Dept:508 Building Inspection						
7230	Sub/Membership Dues	125	-	-	-	-
7300	Professional Services	5,912	553	5,079	5,000	5,000
7310	Contract/Special Services	17,020	15,583	17,000	17,000	17,000
7900	Office Supplies	41	1,803	135	400	400
Total Dept: 508 Building Inspection		23,097	17,940	22,214	22,400	22,400

Professional services provided by the contract building inspector and related services are included.

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Dept:509 Law Enforcement						
71XX	Salary & Benefits-Code Enforcement	22,978	18,196	19,587	34,749	34,749
7200	Training & Education		548	-	2,000	2,000
7210	Meetings & Travel		-	-	-	-
7220	Physical Exams		120	120	120	120
7240	Clothing/Cleaning	-	373	568	600	600
7300	Professional Services-Sheriff	387,935	391,452	393,593	406,000	406,000
7410	Adv/Notices	-	560	-	200	200
7600	Equipment/Replacement < \$1,000	-	-	16	3,000	3,000
7620	Vehicle Fuel	3,244	989	713	1,000	1,000
7630	Vehicle Maintenance	712	321	321	400	400
7640	Radio Replace / Repair	97	-	-	-	-
7720	Maintenance Buildings/Grounds	-	32	647	226	226
7730	Utilities	3,893	4,165	2,706	3,000	3,000
7750	Phone	268	483	153	300	300
7920	Supplies/Materials	323	653	803	1,000	1,000
8100	Liability Insurance	85	71	666	631	631
8110	Property Insurance	1,017	1,737	1,757	2,020	2,020
8410	Cleanup - Nuisance Abatement	-	373	-	-	-
Total Dept: 509 Law Enforcement		420,552	420,072	421,649	455,246	455,246

The Law Enforcement budget includes salary for a part time Code Enforcement Officer, Maintenance of Understanding with the Siskiyou County Sheriff's Dept.(\$406,000), and a replacement computer for the Code Enforcement officer.

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		<u>YE 6/30/13</u>	<u>YE 6/30/14</u>	<u>YE 6/30/15</u>	<u>YE 6/30/16</u>	<u>YE 6/30/16</u>
Dept:510 Fire						
71XX	Salary & Benefits	77,734	79,121	80,098	112,440	112,440
7170	Unemployment Insurance	-	235	45	200	200
7200	Training & Education	3,130	2,121	3,268	3,000	3,000
7210	Meetings & Travel	-	-	154	100	100
7220	Physical Exams	2,225	960	720	1,400	1,400
7230	Sub/Membership Dues	560	760	603	600	600
7300	Professional Service	2,402	4,708	7,927	6,000	6,000
7440	Fire Callouts	12,711	23,845	3,322	15,000	15,000
7450	EMS Callouts	7,820	5,394	4,446	6,000	6,000
7460	District Callouts	12,020	10,794	11,042	13,000	13,000
7470	Fire Practices	5,220	5,837	3,315	4,000	4,000
7600	Equipment Replacement < \$1,000	6,547	4,342	11,146	1,000	1,000
7610	Equipment Maint & RPLC	2,340	-	263	1,000	1,000
7620	Vehicle Fuel	9,079	7,666	7,008	8,000	8,000
7630	Vehicle Maintenance	6,662	6,654	2,375	4,000	4,000
7640	Radio Replace/Repair	2,339	-	-	-	-
7720	Maintenance Buildings/Grounds	120	766	140	3,000	3,000
7730	Utilities	6,272	5,353	4,928	5,500	5,500
7750	Phone + Chief's Cell	2,216	2,211	3,117	2,500	2,500
7760	Lease/Rentals	751	782	166	500	500
7900	Office Expenses	604	1,086	1,521	1,500	1,500
7920	Supplies/Materials	7,677	3,483	3,146	4,000	4,000
8100	Liability Insurance	6,948	7,875	10,667	5,882	5,882
8110	Property Insurance	1,165	1,861	1,882	2,164	2,164
8200	Equipment Replacement	1,159	5,198	-	10,000	10,000
Total Dept: 510 Fire		177,699	181,051	161,299	210,786	210,786
Dept:511 FEMA Grant / 50/50 GRANT						
7610	Equipment Maint & Replacement	-	-	186,044	-	-
7200	Training	-	-	-	-	-
7920	Vehicle Replacement	808,204	-	-	-	-
		808,204	-	186,044	-	-

Salary for a full time Fire Chief (\$54,000) and stipends for his staff along with EMS/fire callouts are included in the budget. Replacement of turnouts, fire equipment and other apparatus are included. As per the Fire Chief, no FEMA grant applied for this year.

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
	Dept:513 Streets & Roads					-
71XX	Salary & Benefits	64,235	67,172	74,968	55,705	55,705
7200	Training & Education	-	-	50	100	100
7240	Clothing/Cleaning	1,466	2,066	1,661	2,000	2,000
7300	Professional Services	-	277	689	500	500
7600	Equipment Replacement < \$1,000	836	(137)	1,084	600	600
7610	Equipment Maint & Replacement	2,535	1,080	455	1,500	1,500
7630	Vehicle Maintenance	8,485	15,036	5,011	4,000	4,000
7640	Radio Replace/Repair	2,642	-	82	100	100
7730	Utilities	3,441	3,260	3,486	3,500	3,500
7750	Phone	1,504	1,804	2,174	2,200	2,200
7760	Leases/Rentals	4,577	4,699	4,985	5,000	5,000
7900	Office Expenses	965	873	528	1,000	1,000
7910	Misc. Department Expense	-	-	-	-	-
7920	Supplies/Materials	1,464	3,125	1,179	5,000	5,000
8100	Liability Insurance	1,097	867	2,868	1,343	1,343
8130	Permits & Licenses	260	40	280	200	200
8230	Road Projects	3,577	9,998	113	5,000	5,000
8240	Overlay Projects (Dunsmuir Ave)	341,861	1,332	5,853	-	-
8250	Reconstruction Projects (Allen, Sac)	-	-	-	-	-
8260	SideWalk Improvement Projects / RSTP	131	10,816	640	117,379	117,379
8295	Special Proj-RTSP Funding	-	-	4,602	-	-
8210	Vehicle Replacement - Bucket truck	-	-	-	-	-
	Vehicle Acquisition	50	-	-	-	-
8500	Op Trnsfrs Out-GT Snw Rmvl 64	25,866	33,996	24,996	50,000	50,000
	Total Dept: 513 Streets & Roads	464,991	156,304	135,703	255,127	255,127

A percentage of Public Works Staff, 10% of the CM and % of the Finance Director is included in the salaries. Purchases of traffic paint, stencils, sprayer along with replacement of misc. tools are included but are also spread to various funds based on usage. \$117,379 for sidewalk improvements and \$50,000 transfer to Fund 64-Snow Removal.

Fund 10-000 General		Actual	Actual	Before Audit	Proposed	Approved
Acct. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Dept:514 Building & Grounds						
71XX	Salary & Benefits	24,744	27,687	33,723	40,973	40,973
7200	Training & Education	304	-	-	-	-
7220	Physical Exams	-	-	-	-	-
7240	Clothing/Cleaning	42	75	81	100	100
7300	Professional Services	3,975	2,000	438	2,000	2,000
7310	Contract-Cemetery Grounds/Flora Snow	7,714	7,477	7,225	7,500	7,500
7410	Adv/Notices	-	-	-	-	-
7600	Equipment Replacement < \$1,000	3,765	932	913	5,000	5,000
7610	Equipment Maint & Replacement	591	1,199	234	11,000	11,000
7620	Vehicle Fuel	-	-	-	-	-
7630	Vehicle Maintenance	28	-	339	500	500
7710	Property Taxes	30	8,503	376	500	500
7720	Maintenance Buildings/Grounds	7,014	4,861	19,675	4,800	4,800
7730	Utilities	7,737	5,988	5,949	6,000	6,000
7750	Phone	424	-	-	200	200
7760	Leases / Rentals	10,710	16,454	21,690	22,000	22,000
7920	Supplies/Materials	3,484	3,079	2,049	2,500	2,500
8100	Liability Insurance	-	-	-	727	727
8110	Property Insurance	151	119	822	5,339	5,339
8130	Permits & Licenses	2,805	4,591	4,642	4,600	4,600
8200	Equipment Replacement	30	-	263	1,000	1,000
8250	Reconstruction Projects	-	-	22,785	-	-
8270.02	Special Projects	-	-	130,485	-	-
Total Dept: 514 Building & Grounds		73,548	82,964	251,689	114,739	114,739
The salaries include a percentage of Public Works staff time. Needed equipment repair (grader 411,000, etc.) leases/rental of properties (\$22,000) and property insurance are also included.						
Dept:515 Health & Welfare						
7360	Senior Nutrition	2,124	1,644	3,642	4,000	4,000
Total Dept: 515 Health & Welfare		2,124	1,644	3,642	4,000	4,000
Dept:605 Community Promotion						
7300	Professional Services	5,000	2,500	-	-	-
8295	Special Projects-1.Railroad Days	15,315	2,000	2,000	2,000	2,000
8295	Special Projects-2.Art Walk	-	1,000	1,000	1,000	1,000
8295	Special Projects-3.Dogwood Days	-	1,400	-	1,000	1,000
8295	Special Projects-4. Collier Interpretive	-	-	-	5,000	5,000
8295	Special Projects-5. Food Drive	-	500	500	500	500
8295	Special Projects-6. Big Fish / Trout Derby	-	7,097	7,986	7,500	7,500
8295	Chamber of Commerce Support	-	5,000	6,987	20,000	20,000
8295	Citizen of the Year	-	200	200	200	200
Total Dept: 605 Community Promotion		20,315	19,697	18,673	37,200	37,200
Expenditures		2,343,984	1,289,189	1,530,666	1,533,347	1,533,347
Net Effect for GENERAL FUND		64,433	78,042	248,373	(74,782)	(74,782)

Fund 14-000 Taulidauli Park		Actual	Actual	Before	Proposed	Approved
Acc No. Revenues		YE 6/30/13	YE 6/30/14	Audit	Budget	YE 6/30/16
				YE 6/30/15	YE 6/30/16	YE 6/30/16
5150	Unclassified Rev			12,857	53,000	53,000
				-	-	-
	Total Revenues			<u>12,857</u>	<u>53,000</u>	<u>53,000</u>
						-
						-
	Expenditures					
71XX	Salary & Benefits			331	21,903	21,903
7480	Management/Adm Charges				4,375	4,375
7720	Grounds Maintenance				10,000	10,000
8100	Liability Insurance			-	207	207
8270	Special Projects (Restroom Prj.)			-	15,415	15,415
8320	Debt Serv/Adm Charge					-
8500	Transfers Out				1,100	11,001
	Total Expenditures			<u>331</u>	<u>53,000</u>	<u>53,000</u>
						-
	Net Effect			<u>12,527</u>	<u>-</u>	<u>-</u>

Fund 20-000 Sewer Enterprise		Actual	Actual	Before Audit	Proposed	Approved
Acc No.	Revenues	YE 6/30/13	YE 6/30/14	YE 6/30/15	Budget YE 6/30/16	YE 6/30/16
4220	Hookup Permits	3,250	3,270	3,362	3,400	3,400
4340	Penalties	10,401	9,342	9,934	10,500	10,500
4400	Interest - LAIF	721	334	184	350	350
4420	Wells Fargo Security Earnings	5	-	-	2	2
4406	Interest - Other	1,723	72	93	80	80
4620	Other County & State Grant & Loan Funds	438,202	4,903,457	-	-	-
4920	Sewer Charges	582,078	560,754	556,885	561,000	561,000
4921	Sewer Increase Revenue	190,932	189,085	188,219	188,200	188,200
Total Revenues		1,227,312	5,666,313	758,677	763,532	763,532
Expenditures						
71XX	Salary & Benefits	227,223	214,042	201,991	352,182	352,182
7200	Training & Education	536	554	1,797	1,000	1,000
7210	Meetings & Travel	-	-	-	-	-
7230	Sub/Membership Dues	615	246	76	1,000	1,000
7240	Clothing/Cleaning	1,894	1,726	1,753	2,000	2,000
7300	Professional Services	33,869	40,970	32,078	35,000	35,000
7310	Contract/Special Services	50	159	-	100	100
7330	Contract Lab Analysis	12,588	15,010	6,729	12,000	12,000
7410	Adv/Notices	243	-	-	100	100
7480	Management/Adm Charges	117,268	119,568	121,387	84,929	84,929
7600	Equipment/Replacement < \$1,000	535	580	946	1,000	1,000
7610	Equipment Maint & Replacement	4,831	424	1,345	4,000	4,000
7620	Vehicle Fuel	5,218	7,967	6,338	5,000	5,000
7630	Vehicle Maintenance	5,234	6,142	3,059	3,500	3,500
7640	Radio Reple/Repair	630	-	-	-	-
7710	Property Taxes	268	271	273	300	300
7720	Maintenance Buildings/Grounds	1,504	2,342	1,735	2,000	2,000
7730	Utilities	43,806	55,286	61,900	62,000	62,000
7750	Phone	2,866	3,024	3,436	3,500	3,500
7760	Leases/Rentals	64	92	61	100	100
7790	Oxidation Ditch Maintenance	106	44	3,901	3,000	3,000
7810	Sludge Bed Maintenance	3,049	4,207	4,045	4,000	4,000
7820	Chlorinator/Contact Maint	20,475	27,951	(5,113)	10,000	10,000
7840	Pump Station Maintenance	14,367	13,201	11,146	5,000	5,000
7860	Depreciation	143,756	145,093	-	-	-
7900	Office Supplies	1,269	1,403	3,585	3,500	3,500
7920	Supplies/Materials	1,534	1,115	3,026	8,000	8,000
7930	Postage	3,221	3,630	2,761	3,000	3,000
7950	Main Repairs	41	1,333	141	7,000	7,000
7970	Lab Supplies/Maintenance	4,722	2,779	3,069	5,000	5,000
8100	Liability Insurance	14,281	15,537	22,544	52,853	52,853
8110	Property Insurance	479	869	878	1,010	1,010
8120	Flood Insurance	2,487	3,091	2,917	3,000	3,000
8130	Permits & Licenses	5,828	1,136	9,274	4,000	4,000
8200	Equipment Replace	1,285	18,443	1,423	1,000	1,000
8280	CWSRF Sewer Improvement Project	-	5,205,513	469,812	-	-
8300	Bad Debt	6,267	-	-	-	-
8600	Interest-All Loans	48,420	47,570	46,650	173,446	173,446
Expenditures		730,899	5,961,319	1,024,964	853,520	853,520
Net Effect		496,413	(295,006)	(266,287)	(89,988)	(89,988)

Included in the budget for the sewer department are the following items: new computer (\$2000) sealcoat blacktop for WWTP (\$1200), 600 ft. replacement hose for the jet rodder (\$1500), root cutter kit for jet rodder(\$1000), air compressor for So. Highway Lift Station (\$1900), chlorine scales (\$2176), (2) buildings for composite machines (\$1000), manhole extensions (\$2500), solids scale(\$2400), along with some misc. replacement tools. Also included is the hire of a full time Operator in Training. Items that are used by multiple depts. are split accordingly.

Acc No.	Fund 25 Solid Waste Enterprise	Actual YE 6/30/13	Actual YE 6/30/14	Before Audit YE 6/30/15	Proposed YE 6/30/16	Approved YE 6/30/16
Revenues						
4340	Penalties	6,916	5,856	6,119	6,200	6,200
4400	Interest - LAIF	1,173	990	955	1,000	1,000
4410	Interest - Loans	1,360	870	249	300	300
4620	State Grant(Recycle \$5k)	5,000	5,000	-	5,000	5,000
4930	Refus Col'n Fees	392,256	389,331	385,068	390,000	390,000
4940	Extra Garbage Fees	5,507	5,656	5,877	6,000	6,000
4945	Dumpster Rental	3,658	3,811	3,516	4,000	4,000
	Total Revenues	415,869	411,513	401,786	412,500	412,500
Expenditures						
71XX	Salary & Benefits	47,685	72,042	64,636	59,043	59,043
7300	Professional Services	70,298	44,578	72,323	75,000	75,000
7310	Contract-Clemons (Res 2012-23)	138,521	157,850	134,985	136,104	136,104
7480	Management/Adm Charges	39,491	74,904	80,810	41,795	41,795
7600	Equipment/Replacement < \$1,000	-	3,177	1,168	1,500	1,500
7620	Vehicle Fuel	4,541	4,685	4,029	4,200	4,200
7630	Vehicle Maintenance	2,593	6,305	2,537	4,000	4,000
7640	Radio Replace/Repair	159	-	-	-	-
7720	Maintenance Buildings/Grounds	507	49	4,698	2,000	2,000
7760	Leases/Rentals	17,708	19,513	16,415	18,000	18,000
7860	Depreciation	24,489	6,452	-	-	-
7900	Office Supplies	-	-	-	-	-
7920	Supplies/Materials	740	7,151	1,326	1,500	1,500
7930	Postage	3,200	2,667	2,756	3,000	3,000
8100	Liability Insurance	1,987	1,571	4,338	1,611	1,611
8200	Equipment Replacement	-	32,259	62,457	-	-
8600	Bad Debt	1,975	-	-	-	-
8270.02	Special Projects	5,200	8,225	6,865	7,000	7,000
	Expenditures	359,094	441,428	459,344	354,753	354,753
	Net Effect	56,775	(29,915)	(57,558)	57,747	57,747

Fund 30-000 Water Enterprise		Actual	Actual	Before Audit	Proposed	Approved
Acc No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4220 Hookup Permits		850	2,239	2,253	2,300	2,300
4340 Penalties		6,558	4,625	7,790	7,800	7,800
4400 Interest - LAHF		518	575	508	750	750
4420 Interest - Other		576	0	1	-	-
4960 Water Charges		431,901	408,024	424,603	425,000	425,000
4961 Water Increase			69,904	182,082	182,000	182,000
5000 Misc. Services		25			-	-
5100 Sale of Surplus Property		-	-	-	-	-
Total Revenues		440,428	485,367	617,236	617,850	617,850
Expenditures						
71XX Salary & Benefits		118,298	128,604	120,160	214,512	214,512
7200 Training & Education		428	358	516	400	400
7230 Sub/Membership Dues		483	5,572	2,510	2,500	2,500
7240 Clothing/Cleaning		372	447	609	600	600
7300 Professional Services		3,207	2,602	5,262	17,000	17,000
7310 Contract/Special Services		600	250	1,565	10,000	10,000
7330 Contract Lab Analysis		1,924	1,116	1,541	2,000	2,000
7410 Adv/Notices		-	-	236	100	100
7480 Management/Adm Charges		47,485	96,240	89,837	60,670	60,670
7600 Equipment/Replacement < \$1,000		434	479	59	500	500
7610 Equipment Maint & Replac (tank inspections/pipe k		459	277	462	2,000	2,000
7620 Vehicle Fuel		7,376	5,108	4,525	5,000	5,000
7630 Vehicle Maintenance		3,347	3,176	6,114	3,500	3,500
7640 Radio Replace / Repair		242	-	-	-	-
7710 Property Taxes		2,099	2,121	2,125	2,200	2,200
7720 Maintenance Buildings/Grounds		2,908	159	292	500	500
7730 Utilities		11,965	10,032	16,442	16,000	16,000
7750 Phone		502	606	950	1,000	1,000
7830 Valve Hydrant Repair		791	667	374	5,000	5,000
7840 Pump Station Maintenance		-	110	-	-	-
7860 Depreciation		130,652	97,485	-	-	-
7900 Office Supplies		-	396	-	-	-
7920 Supplies/Materials		1,153	1,628	1,372	2,000	2,000
7930 Postage		2,760	3,167	2,792	3,000	3,000
7950 Main Repairs		18,540	16,796	18,323	12,000	12,000
7960 Roadbase Asphalt		630	725	2,013	-	-
8100 Liability Insurance		6,430	7,148	12,217	20,208	20,208
8110 Property Insurance		1,343	2,233	2,258	2,597	2,597
8130 Permits & Licenses		6,826	10,590	6,631	6,700	6,700
8200 Equipment Replacement-Hand Held Mtr Rdrs		286	7,974	-	3,000	3,000
8300 Interest		34,678	35,114	21,799	34,833	34,833
8270.01 Water Main Projects		450	-	-	-	-
8600 Operating Transfers Out		2,564	-	-	-	-
Expenditures		409,232	441,182	320,986	427,820	427,820
Net Effect		31,196	44,186	296,250	190,030	190,030

Included in the Water Dept. budget are the following: Spring Weir Electronics (\$8000), water tank inspections (\$4000), fire hydrant risers (\$5000), meter sampling sites (\$2350), an 2" & 1" gas water pump (\$1100) and various small item replacement items. Items that are used by multiple depts. are split accordingly. The budget also includes the hire of a fulltime Water System Operator.

Fund 40 Airport		Actual	Actual	Before Audit	Proposed	Approved
Acc No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4400 Interest - LAIF		-	-	-	-	-
4430 Building Rentals		11,508	11,137	8,608	11,000	11,000
4440 Lease of Ground Area		4,566	1,416	2,366	2,500	2,500
4460 Airport Parking/Tiedowns		120	240	55	100	100
4640 FAA Airport Improv Proj		12,732	-	-	150,000	150,000
4650 Aid to Airports		-	-	-	30,000	30,000
Total Revenues		28,926	12,793	11,029	193,600	193,600
Expenditures						
71XX Salary & Benefits		2,520	5,367	3,875	29,774	29,774
7310 Contract/Special Serv		-	6,182	2,722	3,600	14,600
7480 Management/Adm Charges		6,197	5,052	3,215	3,932	3,932
7610 Equipment Maint & Replacement		130	15	-	2,223	2,223
7720 Maintenance Buildings/Grounds		207	184	896	4,000	4,000
7730 Utilities		1,572	1,570	1,072	1,500	1,500
7860 Depreciation		91,450	90,410	-	-	-
8100 Liability Insurance		6,673	4,020	4,178	384	384
8110 Property Insurance		713	1,117	1,130	1,299	1,299
8250 Special Projects		-	-	-	-	-
Expenditures		109,462	113,918	17,088	46,712	46,712
Net Effect		<u>(80,536)</u>	<u>(101,125)</u>	<u>(6,059)</u>	<u>146,888</u>	<u>146,888</u>

The budget includes \$150,000 FAA Airport Improvement Grant (application pending) and \$30,000 (\$20,000 for prior yrs.) from Aid to Airports. Salaries include 10% CM, 5% Finance Director and a percentage of Public Works staff and a Contract with Ford Aviation Consultants, Inc. for \$5,000 plus \$800 per month.

Acc No.	Fund 50 Local Transportation	Actual YE 6/30/13	Actual YE 6/30/14	Before Audit YE 6/30/15	Proposed YE 6/30/16	Approved YE 6/30/16
Revenues						
4400	Interest - LAIF	33	25	22	25	25
4600	Local Transportation	55,738	52,561	52,811	49,006	49,006
	Total Revenues	55,771	52,586	52,833	49,031	49,031
Expenditures						
7100	Salaries & Benefits	1,314	1,488	1,581	2,732	2,732
7475	Transit Assistance	44,027	40,496	35,119	38,154	38,154
7480	Management/Adm Charges	6,035	2,640	3,655	5,082	5,082
7740	Street Lights	-	-	-	14,652	14,652
8100	Liability Insurance			36	5	5
8250	Reconstruction Projects		2,394	5,399	-	-
	Operating Transfers Out	-	-	-	-	-
	Total Expenditures	51,376	47,017	45,790	60,625	60,625
	Net Effect	4,395	5,569	7,042	(11,594)	(11,594)

The Local Transportation Claim from the County of Siskiyou provides \$49,006, of which \$38,154 will be held for the 'STAGE' transportation. The utility costs for operating the street lights will also be paid from this fund.

Fund 59 Gas Tax 2103 TCRF		Actual	Actual	Before Audit	Proposed	Approved
Acc. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4520 Gas Taxes		<u>15,108</u>	<u>26,549</u>	<u>20,347</u>	<u>8,710</u>	<u>8,710</u>
Total Revenues		15,108	26,549	20,347	8,710	8,710
						-
Expenditures						
71XX Salaries & Benefits		895	2,309	874	2,732	2,732
7300 Professional Services		429	-	-	-	-
7480 Management/Adm Charges		1,625	5,472	5,194	1,121	1,121
7620 Vehicle Fuel		-	6,062	-	-	-
7630 Vehicle Maintenance		-	925	-	-	-
7740 Street Lighting		10,711	15,558	21,024	-	-
8100 Liability Insurance		<u>-</u>	<u>-</u>	<u>19</u>	<u>29</u>	<u>29</u>
Expenditures		13,661	30,326	27,111	3,882	3,882
						-
Net Effect		<u>1,447</u>	<u>(3,777)</u>	<u>(6,764)</u>	<u>4,828</u>	<u>4,828</u>

The estimates provided to the City for budgeting purposes had a substantial drop for the traffic congestion relief fund. No extra items are budgeted at this time.

Fund 60 Gas Tax 2105 Sts & Rds		Actual	Actual	Before Audit	Proposed	Approved
Acc. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4400	Interest - LAIF	-	-	-	-	-
4520	Gas Taxes	8,546	12,960	11,399	10,987	10,987
Total Revenues		8,546	12,960	11,399	10,987	10,987
Expenditures						
7100	Salaries & Benefits	4,048	4,063	4,292	5,463	5,463
7240	Clothing/Cleaning	-	-	-	-	-
7300	Professional Services	(697)	-	-	-	-
7480	Management/Adm Charges	924	1,932	1,634	1,571	1,571
7620	Vehicle Fuel	2,408	-	-	-	-
7980	Curb/Sidewalk/St. Painting	1,177	1,662	-	3,000	3,000
8100	Liability Insurance	7	3	111	51	51
Expenditures		7,867	7,660	6,037	10,085	10,085
Net Effect						
		680	5,300	5,362	902	902

The Gas Tax-General has a slight decrease in revenue, a small portion of public works salary and supplies needed for curb and sidewalk painting have been included.

Acc. No.	Fund 61 Gas Tax 2106 Const.	Actual YE 6/30/13	Actual YE 6/30/14	Before Audit YE 6/30/15	Proposed YE 6/30/16	Approved YE 6/30/16
	Revenues					
4520	Gas Taxes	12,415	13,067	14,047	10,464	10,464
5000	Operating Transfers In	-	-	-	-	-
	Total Revenues	12,415	13,067	14,047	10,464	10,464
						-
	Expenditures					
7100	Salaries & Benefits	2,393	2,789	2,448	2,732	2,732
7300	Professional Services (Audit Exp)	1,001	1,517	1,589	1,300	1,300
7480	Management/Adm Charges	1,322	2,352	2,334	1,355	1,355
7620	Vehicle Fuel	-	-	3,624	-	-
7740	Street Light	1,376	250	162	-	-
7920	Supplies/Materials	2,836	3,185	3,547	3,000	3,000
8100	Liability Insurance	2	1	51	13	13
8200	Equip Replacement	2,000	-	-	-	-
	Total Expenditures	10,930	10,094	13,755	8,400	8,400
						-
	Net Effect	1,485	2,973	292	2,064	2,064

A decrease in revenue has been noted in the Gas Tax-Construction Fund. The cost for the Annual Street Report prepared by the State Controllers Office, a plate compactor and utility rammer (\$3000) are included.

Fund 62 Gas Tax 2107 Maintenance		Actual	Actual	Before Audit	Proposed	Approved
Acc. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4520 Gas Taxes		<u>13,634</u>	<u>13,864</u>	<u>14,679</u>	<u>22,185</u>	<u>22,185</u>
Total Revenues		13,634	13,864	14,679	22,185	22,185
Expenditures						
7100 Salaries & Benefits		2,052	3,664	2,421	5,463	5,463
7300 Professional Services		-	815	-	-	-
7480 Management/Adm Charges		1,494	3,108	2,926	2,877	2,877
7630 Vehicle Maintenance		3,112	1,023	-	-	-
7730 Utilities			1,708	-	-	-
7740 Street Lighting		6,405	4,411	3,129	-	-
7940 Traffic Sign/Repair		-	1,151	2,144	2,500	2,500
8100 Liability Insurance-Assessment				-	-	-
8100 Liability Insurance		1	1	57	13	13
8200 Equipment Replacement		<u>-</u>	<u>-</u>	<u>-</u>	<u>11,000</u>	<u>11,000</u>
Total Expenditures		13,064	15,882	10,677	21,853	21,853
Net Effect		<u>570</u>	<u>(2,018)</u>	<u>4,002</u>	<u>332</u>	<u>332</u>

The Gas Tax Maintenance is the only Gas Tax Fund with an estimated increase this year. Traffic sign repair (\$2500) and street crackfill equipment and supplies (\$11,000) are included along with a portion of salaries for the public works dept.

Fund 63 Gas Tax 2107.5						
Engineering		Actual	Actual	Before Audit	Proposed	Approved
Acc. No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4520	Gas Taxes	<u>1,000</u>	<u>1,000</u>	<u>2,000</u>	<u>1,000</u>	<u>1,000</u>
	Total Revenues	1,000	1,000	2,000	1,000	1,000
						-
Expenditures						-
7300	Professional Services	856	1,000	-		-
7480	Mgmt Admin Charges	<u>110</u>	<u>219</u>	<u>217</u>	<u>91</u>	<u>91</u>
	Expenditures	966	1,219	217	91	91
						-
	Net Effect	<u>34</u>	<u>(219)</u>	<u>1,783</u>	<u>909</u>	<u>909</u>

Fund 64 Gas Tax 2107SR Snow Removal		Actual	Actual	Actual	Proposed	Approved
Acc No.	Revenues	YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
4520	Gas Taxes	22,618	30,620	18,199	18,694	18,694
5170	Operating Transfers In	<u>25,866</u>	<u>33,996</u>	<u>24,996</u>	<u>50,000</u>	<u>50,000</u>
	Total Revenues	48,484	64,616	43,195	68,694	68,694
						-
	Expenditures					-
7100	Salaries	44,507	28,875	30,421	73,860	73,860
7240	Clothing/Cleaning	29	-	-	-	-
7310	Contract/Special Service	263	-	-	-	-
7480	Management/Adm Charges	5,967	12,360	7,179	6,626	6,626
7600	Equipment Replacement < \$1,000	2,436	-	-	-	-
7610	Equip Maint & Rplc	720	-	1,375	2,000	2,000
7620	Vehicle Fuel	5,793	-	11	100	100
7630	Vehicle Maintenance	2,491	-	48	500	500
7760	Leases/Rentals	500	429	960	-	-
7920	Supplies/Materials	786	-	8	-	-
8100	Liability Insurance	<u>627</u>	<u>485</u>	<u>1,633</u>	<u>1,564</u>	<u>1,564</u>
	Expenditures	64,119	42,150	41,636	84,650	84,650
						-
	Net Effect	(15,635)	22,466	1,559	(15,956)	(15,956)

Snow removal funds are at a minimum based on prior years costs. An additional \$50,000 has been added from the General Fund to provide for anticipated salaries for snow removal and/or storm damage for the coming winter. Minor equipment repairs and fuel costs have also been included.

Fund 70 Fire Assessment Tax					
Acc No.	Actual YE 6/30/13	Actual YE 6/30/14	Before Audit YE 6/30/15	Proposed YE 6/30/16	Approved YE 6/30/16
Revenues					
4100 Secured & Unsecured Taxes	33,805	27,406	26,637	21,000	21,000
4400 Interest - LAIF	<u>113</u>	<u>126</u>	<u>110</u>	<u>125</u>	<u>125</u>
Total Revenues	33,918	27,532	26,747	21,125	21,125
Expenditures					
7480 Mgmt Charges	4,100	1,548	2,984	2,371	2,371
7600 Equipment Replacement<\$1,000				5,000	5,000
7630 Vehicle Maintenance	1,228	877	-	7,000	7,000
8210 FEMA Grant Match	<u>38,968</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures	44,296	2,425	2,984	14,371	14,371
Net Effect	<u>(10,378)</u>	<u>25,107</u>	<u>23,763</u>	<u>6,754</u>	<u>6,754</u>

Fund 71 CDBG		Actual	Actual	Before Audit	Proposed	Approved
Acc No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4400 Interest - LAIF		-	-	-	-	-
4410 Interest - Loans		423	588	1,284	4,000	4,000
5180 Transfer In		-	-	-	16,770	16,770
Total Revenues		120,424	588	1,284	20,770	20,770
						-
Expenditures						
7310 Contract/Special Services		118,988	-	-	-	-
7410 Adv/Notices		102	-	-	-	-
7480 Admin. Charges		13,501	-	-	274	274
Expenditures		132,590	-	-	274	274
						-
Net Effect		<u>(12,166)</u>	<u>588</u>	<u>1,284</u>	<u>20,496</u>	<u>20,496</u>

Fund 73 CDBG		Actual	Actual	Before Audit	Proposed	Approved
Acc No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4400 Interest - LAIF			-	-	-	-
4410 Interest - Loans			-	-	-	-
4620 State Grant Funds			7,052	-	1,063,000	1,063,000
5180 Transfer In		-	-	-	137,000	137,000
Total Revenues		-	7,052	-	1,200,000	1,200,000
Expenditures						
7300 Professional Service			8,828	12,935	-	-
7310 Contract/Special Services			-	-	-	-
7410 Adv/Notices			71	-	-	-
7930 Postage		-	81	-	-	-
8250 Reconstruction Projects		-	-	6,050	-	-
8270 Water Projects		-	-	22,871	1,200,000	1,200,000
8270.01 Special Projects-Water Study						-
8270.02 Special Projects-Community Building		-	-	546	-	-
Expenditures		-	8,980	42,402	1,200,000	1,200,000
Net Effect		-	(1,928)	(42,402)	-	-

Fund 82 ED RLF		Actual	Actual	Actual	Proposed	Approved
Acc No.		<u>YE 6/30/13</u>	<u>YE 6/30/14</u>	<u>YE 6/30/15</u>	<u>YE 6/30/16</u>	<u>YE 6/30/16</u>
Revenues						
4400	Interest - LAIF	190	167	158	170	170
4410	Interest - Loans	1,627	1,172	730	3,500	3,500
5180	Transfers in	<u>-</u>	<u>-</u>	<u>-</u>	<u>78,345</u>	<u>78,345</u>
Total Revenues		1,817	1,339	888	82,015	82,015
Expenditures						
7300	Bad Debt		-	-	-	-
7310	Management/Adm Charges	<u>140</u>	<u>6,816</u>	<u>2,353</u>	<u>321</u>	<u>321</u>
Total Expenditures		140	6,816	2,353	321	321
Net Effect		<u>1,677</u>	<u>(5,477)</u>	<u>(1,465)</u>	<u>81,694</u>	<u>81,694</u>

This fund establishes the Economic Development Revolving Loan Fund. The transfer in establishes the starting balance of \$127,500 approved by the Council. All current and future business loans will deposited or dispersed through this Fund.

Fund 85 Econ Dev Bick Grant		Actual	Actual	Before Audit	Approved
Acc No.	Revenues	<u>YE 6/30/13</u>	<u>YE 6/30/14</u>	<u>YE 6/30/15</u>	<u>YE 6/30/16</u>
000-4400	Interest - LAIF	157	138	122	122
000-4410	Interest - Loans	544	388	3,754	3,754
623-4410	Interest - Loans	57	-	-	-
628-4410	Interest - Loans	<u>7,715</u>	<u>3,899</u>	<u>-</u>	<u>-</u>
	Total Revenues	8,474	4,425	3,876	3,876
					-
	Expenditures				-
7300	Professional Services	-	25	-	-
8600	Bad Debt	61,673	-	-	-
7480	Management/Adm Charges	633	182	616	616
8500	Transfer Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Expenditures	62,306	207	616	616
					-
	Net Effect	<u>(53,832)</u>	<u>4,218</u>	<u>3,260</u>	<u>3,260</u>
					-

This fund will be closed and all loans balances will be transferred to Fund 82.

Fund 90 Community Improvement		Actual	Actual	Before Audit	Proposed	Approved
Acc no.	Revenues	YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/15	6/30/2016
4410	Interest - Loans	817	7,340	6,722	-	-
620-4410	Interest - Loans	<u>1,057</u>	<u>802</u>	<u>1,019</u>	<u>-</u>	<u>-</u>
	Total Revenues	1,874	8,142	7,741	-	-
						-
	Expenditures					-
7480	Management/Adm Charges	144	156	1,273		-
8600	Bad Debt	79,459	-	-	-	-
8500	Transfer Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,894</u>	<u>8,894</u>
	Total Expenditures	79,603	156	1,273	8,894	8,894
						-
	Net Effect	<u>(77,729)</u>	<u>7,986</u>	<u>6,468</u>	<u>(8,894)</u>	<u>(8,894)</u>
						-

This fund will be closed, all loan balances will be transferred to Fund 92.

Fund 92 CDBG Hsg Rev Loan Fund		Actual	Actual	Before Audit	Proposed	Approved
Acc No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	6/30/2016
Revenues						
4400 Interest - LAIF		222	247	218	-	-
4410 Interest -Loans		-	-	-	16,910	16,910
Total Revenues		<u>222</u>	<u>247</u>	<u>218</u>	<u>16,910</u>	<u>16,910</u>
						-
Expenditures						
7480 Management/Adm Charges		329	72	29	140	140
8500 Transfer Out		-	-	-	16,770	16,770
Expenditures		<u>329</u>	<u>72</u>	<u>29</u>	<u>16,910</u>	<u>16,910</u>
Net Effect		<u>(107)</u>	<u>175</u>	<u>189</u>	<u>-</u>	<u>-</u>

This fund will retain all housing rehab loans and receive all housing payments. (Program Income). If less then \$35,000 per year is received, the balance will be transferred into Fund 71 and Funds 72 as permitted by the State Program Income Guidelines.

Fund 93 So Duns Swr Dist		Actual	Actual	Before Audit	Proposed	Approved
Acc No.		YE 6/30/13	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/16
Revenues						
4100 Secured & Unsecured Tax		8,820	9,512	8,204	9,500	9,500
4400 Interest - LAIF		-	-	-	-	-
Total Revenues		8,820	9,512	8,204	9,500	9,500
Expenditures						
8300 Interest		6,390	6,210	6,000	5,520	5,520
8310 Principal Payments		3,000	3,000	4,000	4,000	4,000
Expenditures		9,390	9,210	10,000	9,520	9,520
Net Effect		(570)	302	(1,796)	(20)	(20)

City Manager

From: City Manager
Sent: Wednesday, November 04, 2015 12:54 PM
To: bigdave.keisler@yahoo.com; 'Josh Spurlock'; 'Bryce Craig'; Nick Syrrist; 'Bruce Deutsch'
Subject: Holiday Leave

Apparently last year employees were allowed to take vacation time between Christmas time off and New Years. Employees have unanimously asked if this can be done again, this year.

Applying what was done last year, employees would be off Christmas Eve and Christmas as paid holidays, half day off on New Years Eve plus New Years day as paid holidays. The other days in between, Dec 28, 29, 30 and half day on 31st would be charged to employees vacation accounts. City Hall would then be closed Dec 24 to January 4 as Jan 2 and 3 are weekend days.

Emergencies would be handled the same as if it were after normal hours or weekends with call out of employee or employees to deal with the problem. A request for service not requiring immediate attention would wait until Jan 4.

This is just an update, I will put this on Nov 19 agenda for your consideration.

Randy

Ron - OK
 Dennis - OK
 Tom - OK
 Bill - OK
 Jim - OK
 Sam - OK
 Steve - OK
 Mark - OK

Was on Council agenda
for Oct. 2, 2014

COUINCIL MEMO 2014-109

October 2, 2014

To: Mayor and Council Members

From: City Manager

Subject: This is to request council approval of the leave schedule for City Employee that combines paid time off for Christmas and New Years with employee vacation leave time from December 24, 2014 to January 2, 2015.

Objective: The period of time between Christmas and New Year's Day is historically less productive because many employees seek time off for seasonal activities and service requests or schedules have been low. Combining the time City Employees have off for the holiday time with vacation leave time gives them an extended period for family activities.

Proposal: Approved City Policy provides Employees with paid time off Christmas Eve, Christmas day. A half day on New Year's eve and New year's day. For many years the City has closed City Hall and other operations for the non-holiday days between Christmas and New Year's Day requiring City Employees to take vacation leave. In 2014, the attached schedule shows the holidays and vacation days when City Hall and other City operations would be closed.

Emergencies occurring during this period would be handled in the same was as any, weekend, i.e. Supervisors have provided coverage for those instances when a citizen experiences problems that require a City response.

Advantages: This practice has proven to be popular with the employees and relatively convenient for the community.

Disadvantage: This is an extended period when City workers are not immediately available to respond to requests for service, however, the citizens seem to adapt well any inconveniences.

Action: It is the City Manager's recommendation that the City Council approve a motion to adopt the attached schedule.

December 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24 Christmas Eve <i>Holiday</i>	25 Christmas Day <i>Holiday</i>	26 <i>Vacation</i>	27
28	29	30	31 New Year's Eve <i>1/1 Holiday</i> <i>1/2 Vacation</i>	1 <i>Holiday</i>	2 <i>Vacation</i>	

ePrintableCalendars.com

Proposed Christmas Holidays

See attached Proposed Holiday Schedule. City employees will be off December 24 – January 2, returning to work on January 5, 2015. We will take 3.5 days of holiday pay and 4.5 days of vacation. As always, if an emergency occurs or if we have snow, employees will be available to work.

If this is agreeable to you, please sign below.

Ron

Dennis

Tony

Carl

Bill

Brian

Elaine

Julie

Randy Johnson

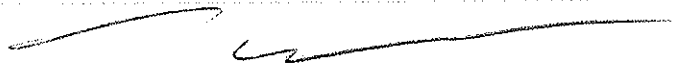
11-04-15

RE: DUNSMUIR BEACH RAIL PARK

Requesting to Be put on
the AGENDA 11-19-15

TO Request

B 2210 to start The County Appointments



Lincoln in Canada

Dunsmuir Beach RAIL PARK

Compose

Home
 L M

Inbox (38)

Drafts (25)

Sent

Spam (593)

Trash (9)

Sponsored

Got a penny?

Get a Samsung

Galaxy Grand Prime

Only at

U.S. Cellular

Proposed S. Dunsmuir Park Location; APN 030-310-150

Brett Walker <bwalker@co.siskiyou.ca.us>

Good Morning Ms. Gnesa:

This email is to follow up on our telephone conversation yesterday. You had requested information regarding any permitting that the County would require for a proposed park on APN 030-310-150.

Zoning: AG-2-B-40. A proposed park requires approval of a conditional use permit in the AG-2-B-40 district per Siskiyou County Code Section 10-6.4903 (a). Conditional use permits require a public hearing before the Planning Commission prior to a decision on the project. The Planning Commission is the decision-making body for use permit applications. The Public Works Department would likely require an encroachment permit(s) for any new driveways, streets, or entrances from a County Road right-of-way. A representative of the City of Dunsmuir would need to sign the application since the City is the property owner.

Application: http://www.co.siskiyou.ca.us/sites/default/files/docs/PLN_20140317_ApplicationDevelopmentReview2014.pdf

Sewer and Water Clearance:

<http://www.co.siskiyou.ca.us/sites/default/files/docs/WaterSewerClearance.pdf>

Environmental Questionnaire:

http://www.co.siskiyou.ca.us/sites/default/files/docs/EnvironmentalQuestionnairefilesform_20110727.pdf

Use Permit Guide: http://www.co.siskiyou.ca.us/sites/default/files/docs/PLN_20141212_UPermitGuide.pdf

The current fees associated with a use permit application are as follows:

Planning:	\$ 950
Env. Health:	\$ 135
CEQA:	\$ 975
Cnty Counsel:	\$ 50
Pub. Works:	\$ 100
Total:	\$2,210

NEIC: \$75 -- Separate check payable to CSU Chico Research Foundation to cover their fee to complete an archaeological/cultural resources records search.

Should your project be approved by the Planning Commission, there is a fee of \$2,260.25, which includes a \$50 County Clerk posting fee and a \$2,210.25 fee required by California Department of Fish and Wildlife.

Please let me know if you have any questions.

Sincerely,

Brett Walker, AICP
 Senior Planner, Planning Division
 Siskiyou County Community Development Department
 806 S Main Street
 Yreka, CA 96097
bwalker@co.siskiyou.ca.us
 (530) 842-8213 direct
 (530) 841-4076 fax



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APPLICATION FOR DEVELOPMENT REVIEW

SISKIYOU COUNTY PLANNING DIVISION
806 South Main Street, Yreka CA 96097
Phone: (530) 841-2100 / Fax: (530) 841-4076

Application No(s): _____ Date Filed: _____
(the above is completed by staff)

I. GENERAL DATA REQUIRED

- A. Name of Applicant (Please Print): Dunsmuir Boat Rail Park
- B. Address or Location of Property: _____
- C. Assessor's Parcel Number(s): 030-310-150
- D. Site Area (acres/sq. ft.): 11.2 Acres
- E. Current Zoning: County F. Proposed Zoning: _____
- G. Existing Use of Property: NOT in USE AT THE TIME
- H. Description of Proposal: SEE ATTACHED

(continue on separate sheet if necessary)

II. APPLICANT INFORMATION

- A. **APPLICANT:** In signing this application, I, as applicant, represent to have obtained authorization from the property owner to file this application. I agree to be bound by conditions of approval, subject only to the right to object at the hearings on the application or during the appeal period. If this application has not been signed by the property owner, I have attached separate documentation of full legal capacity to file the application. I certify that the information and exhibits submitted are true and correct.

Name (Pls. Print): Linda M Gwesa Daytime Telephone: 530-208-7285

Company: Dunsmuir Boat Rail Park Other Telephone: _____

Address: 5207 SACRAMENTO AVE Fax: _____

City: Dunsmuir Zip: 96025 E-mail: Gwesa.Linda@yishco.com

Signature: _____ Date: 11-04-15

III. AUTHORIZATION AND CONSENT OF PROPERTY OWNER

A. **PROPERTY OWNER:** In signing this application, I, as property owner, have full legal capacity to, and hereby do, authorize the filing of this application. I understand that conditions of approval are binding and agree to be bound by those conditions, subject only to the right to object at the hearings or during the appeal period. I hereby certify that the facts, statements, and information presented within this application form are true and correct to the best of my knowledge and belief. I hereby understand and certify that any misrepresentation or omissions of any information required in this application form may result in my application being delayed or not approved by the County. I hereby certify that I have read and fully understand all the information required in this application form. I further agree and grant authorization to enter said property to the County for the limited purpose of examining the property with respect to the proposed project/land use. Further, I do ☐ do not ☐ agree and grant authorization to state and federal agencies to enter said property for the limited purpose of examining the property with respect to the proposed project/land use. The authorization is valid from the date of this application until the date of project determination or withdrawal. In applying for this application(s), I also agree to diligently process and complete all requirements necessary for said application(s) to be considered complete and ready for processing and I hereby do agree that failure to do so in accordance with County Code constitutes an abandonment of said application(s) and my desire to withdraw said application(s).

I FURTHER AGREE TO DEFEND, INDEMNIFY AND HOLD HARMLESS SISKIYOU COUNTY, ITS AGENTS, OFFICERS AND EMPLOYEES FROM ANY LEGAL CHALLENGE RESULTING FROM THIS APPLICATION IN ACCORDANCE WITH THE COUNTY'S INDEMNIFICATION AGREEMENT ATTACHED HERETO AND INCORPORATED BY REFERENCE. I FURTHER STIPULATE THAT IF I FAIL TO COMPLY WITH SAID AGREEMENT THAT I AGREE AND CONSENT TO THE COUNTY RESCINDING ANY AND ALL APPROVALS THAT ARE SUBJECT TO THIS APPLICATION.

Name (Pls. Print): _____

Daytime Telephone: _____

Company: _____

Other Telephone: _____

Address: _____

Fax: _____

City: _____ Zip: _____

E-mail: _____

Signature: _____

Date: _____

Name (Pls. Print): _____

Daytime Telephone: _____

Company: _____

Other Telephone: _____

Address: _____

Fax: _____

City: _____ Zip: _____

E-mail: _____

Signature: _____

Date: _____

Name (Pls. Print): _____

Daytime Telephone: _____

Company: _____

Other Telephone: _____

Address: _____

Fax: _____

City: _____ Zip: _____

E-mail: _____

Signature: _____

Date: _____

IV. OTHER PROPERTY OWNERS, REPRESENTATIVES AND OTHERS WHO SHOULD RECEIVE REPORTS AND LEGAL NOTICES

A. Name (Pls. Print): _____ Daytime Telephone: _____
Company: _____ Other Telephone: _____
Address: _____ Fax: _____
City: _____ Zip: _____ E-mail: _____
____ Property Owner ____ Representative ____ Other (describe) _____
(check one)

B. Name (Pls. Print): _____ Daytime Telephone: _____
Company: _____ Other Telephone: _____
Address: _____ Fax: _____
City: _____ Zip: _____ E-mail: _____
____ Property Owner ____ Representative ____ Other (describe) _____
(check one)

C. Name (Pls. Print): _____ Daytime Telephone: _____
Company: _____ Other Telephone: _____
Address: _____ Fax: _____
City: _____ Zip: _____ E-mail: _____
____ Property Owner ____ Representative ____ Other (describe) _____
(check one)

D. Name (Pls. Print): _____ Daytime Telephone: _____
Company: _____ Other Telephone: _____
Address: _____ Fax: _____
City: _____ Zip: _____ E-mail: _____
____ Property Owner ____ Representative ____ Other (describe) _____
(check one)

E. Name (Pls. Print): _____ Daytime Telephone: _____
Company: _____ Other Telephone: _____
Address: _____ Fax: _____
City: _____ Zip: _____ E-mail: _____
____ Property Owner ____ Representative ____ Other (describe) _____
(check one)

V. APPLICATION TYPES AND FILING FEES

PLANNING PERMIT FEES - 551650

<input type="checkbox"/> Agricultural Preserve (New Contract)	\$ 825
<input type="checkbox"/> Agricultural Preserve (Non-Renewal)	\$ 600
<input type="checkbox"/> Agricultural Preserve (Contract Amendment)	\$ 825
<input type="checkbox"/> Flood Damage Development Permit	\$ 525
<input type="checkbox"/> Mine Reclamation Plan	\$ 1,100
<input type="checkbox"/> Zone Change (Major)	\$ 1,800
<input type="checkbox"/> Zone Change (Minor)	\$ 1,175
<input type="checkbox"/> Zone Change (Planned Development)	\$ 1,950
<input type="checkbox"/> PD Plan Permit Fee+ \$5/acre over 5 acres)	\$ 100
<input type="checkbox"/> Use Permit - Administrative	\$ 525
<input type="checkbox"/> Use Permit - Home Occupation (Non-Exempt)	\$ 250
<input type="checkbox"/> Use Permit - Home Occupation (Telephone)	\$ -
<input type="checkbox"/> Use Permit - Ministerially Second Unit	\$ 100
<input type="checkbox"/> Use Permit - Planning Commission	\$ 950
<input type="checkbox"/> Sign	\$ 150
<input type="checkbox"/> Variance - Administrative	\$ 525
<input type="checkbox"/> Variance - Planning Commission	\$ 725

551650 sub-total _____

☐ Preliminary Review (No Charge) N/A

PLANNING SERVICE FEES - 550800

<input type="checkbox"/> Administrative Costs (Estimate Deposit)	Cost/Hour
<input type="checkbox"/> Amendment Fees (Minor + CEQA Fee)	50%
<input type="checkbox"/> Appeal - Commission to Board of Supervisors (1)	\$ 1,250
<input type="checkbox"/> Appeal - Planning Director to Commission	\$ 875
<input type="checkbox"/> Boundary Line Adjustment (+\$50 per lot > 2)	\$ 550
<input type="checkbox"/> Certificate of Compliance (+\$50 per lot > 2)	\$ 550
<input type="checkbox"/> General Plan Amendments (Major)	\$ 1,675
<input type="checkbox"/> General Plan Amendments (Minor)	\$ 1,150
<input type="checkbox"/> Mine Inspection - Annual	\$ 2,000
<input type="checkbox"/> Peer Review/Consultant Use (Deposit)	Cost + 10%
<input type="checkbox"/> Permit Revocation Request (\$950 Deposit)	Cost
<input type="checkbox"/> Plan Check - Final Map/Improvement Plans	\$ 175
<input type="checkbox"/> Road Name Establish/Change	\$ 650

PLANNING SERVICE FEES (continued) - 550800

<input type="checkbox"/> Time Extension (Planning Director)	\$ 175
<input type="checkbox"/> Time Extension (Planning Commission)	\$ 300
<input type="checkbox"/> Tent. Parcel Map (Minor < 2 lots)	\$ 975
<input type="checkbox"/> Tent. Parcel Map (Major > 2 Lots (+ \$10/lot > 4 lots)	\$ 1,225
<input type="checkbox"/> Tent. Subdivision Map (+ \$20 a lot)	\$ 1,250

LAND DEVELOPMENT MANUAL

<input type="checkbox"/> Exception Request	-
<input type="checkbox"/> Erosion Control/Grading Plan Review	-
<input type="checkbox"/> Peer Review/Use of Third Party Consultant	-

CEQA PROCESSING FEES

<input type="checkbox"/> Environmental Impact Report (Deposit)	Cost + 10%
<input type="checkbox"/> Negative Declaration - Planning Commission	\$ 975
<input type="checkbox"/> Negative Declaration - Planning Director	\$ 725
<input type="checkbox"/> Categorical Exemption - Planning Commission	\$ 300
<input type="checkbox"/> Categorical Exemption - Planning Director	\$ 150

550800 sub-total _____

CEQA PASS THROUGH COSTS

<input type="checkbox"/> Archeological Review - Separate Check To	\$ 75
CSU Chico Research Foundation - CHECK # _____	
• Dept. of Fish and Game Fees (ND - \$2,156.25/EIR- \$2,995.25)	
and County Clerk Fee (\$50) are paid directly to County Clerk	
within 5 days after project approval.	

COUNTY COUNSEL REVIEW(2)

<input type="checkbox"/> Standard Commission or Board Application	\$ 50
sub-total _____	

PUBLIC WORKS REVIEW(3)

<input type="checkbox"/> Boundary Line Adjustment	\$ 125
<input type="checkbox"/> Certificate of Compliance	\$ 100
<input type="checkbox"/> Tentative Parcel Map	\$ 150
<input type="checkbox"/> Zone Change	\$ 100
<input type="checkbox"/> Use Permit	\$ 100
<input type="checkbox"/> Tentative Subdivision Map	\$ 250

sub-total _____

TOTAL - _____

Notes:

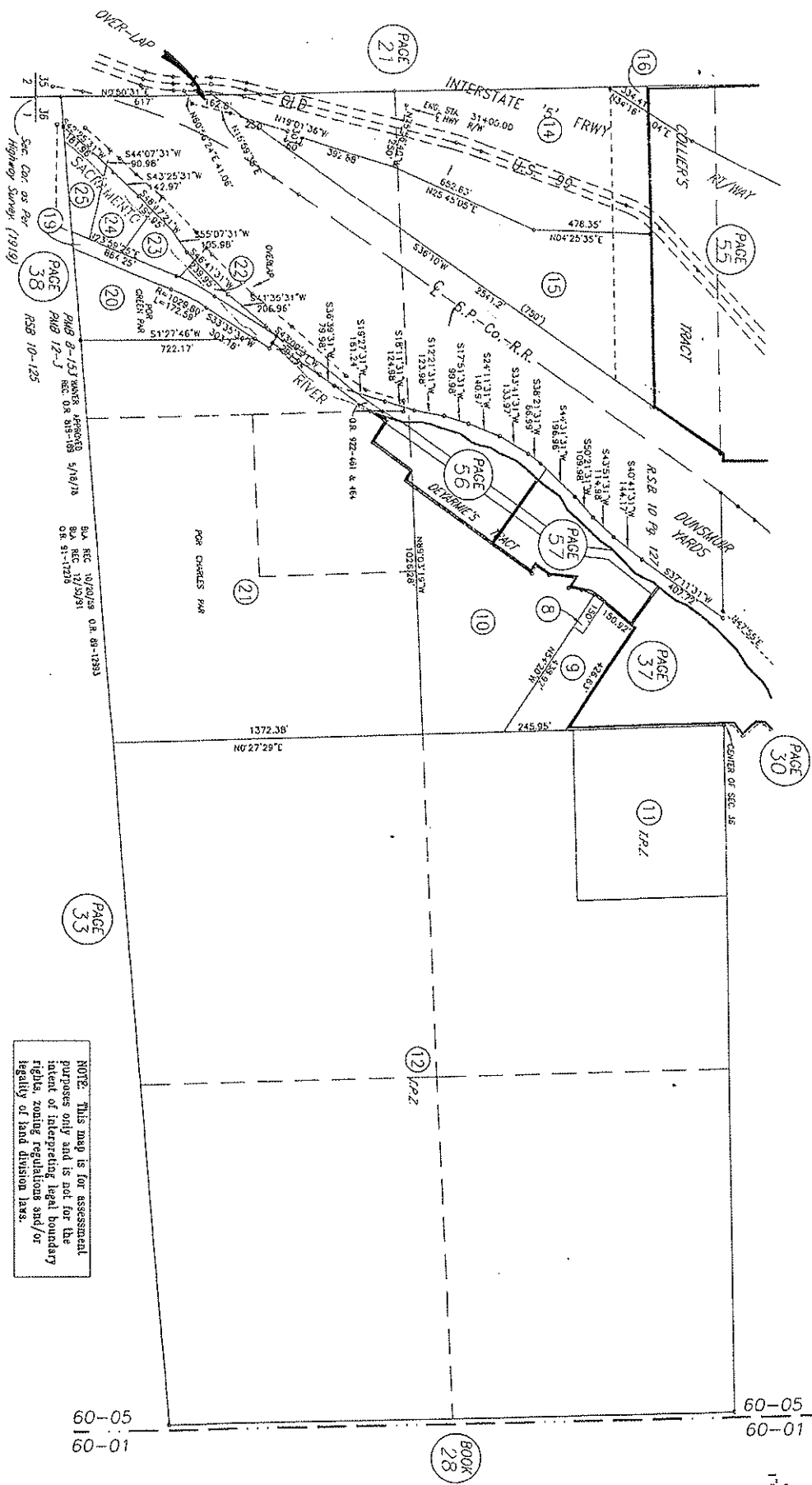
- (1) A PC appeal is processed through the County Clerk.
- (2) This fee covers the typical review time. For applications that require additional review, the applicants shall pay for the actual costs based on the hourly productive rate.
- (3) Fees cover up to five hours (ten on tentative subdivisions) of engineer review. Applicants shall pay actual costs over five hours (ten on tentative subdivisions) of review.

ENVIRONMENTAL HEALTH REVIEW - COMPLETE _____/INCOMPLETE _____

S1/2 of Sec. 36 T39N R4W

Tax Area Code
60-05,

30-31



Yellow - Duas mite City Paper

City Manager

From: City Manager
Sent: Tuesday, November 10, 2015 4:21 PM
To: 'Nick Syrrist'
Cc: bigdave.keisler@yahoo.com; 'Josh Spurlock'; 'Bryce Craig'; 'Bruce Deutsch'
Subject: RE: Chamber of Commerce

Nick,

Chamber pays \$500 per year and I am told they are current. The "lease" in the file was for May 1, 2006 to April 30, 2007 with two automatic year extensions ending April 30, 2009.

Lease reads "Tenant shall be responsible for the following utilities and services in connection with the Premises: 1. Telephone service 2. Inside maintenance." "Landlord shall be responsible for the following utilities and services in connection with the Premises: 1. Electricity 2. Water 3. Sewer 4. Office waste 5. Restroom facilities." Lease also reads "Subject to Landlord approval, the Tenant may improve the property, may remove debris from the property, and may repair the property or any parts of it at their own expense. Structural modifications shall be approved by the City's building inspector and performed by a licensed contractor with the City named as additional insured."

Richard provided two estimates for carpet replacement, both from Princeton Flooring. \$5,523 and \$5,786.25. It appears the difference is the grade of the carpet with one at \$17.21 sq yd and the other at \$19.02 sq yd.

From: Nick Syrrist [mailto:nickclaytonsyrrist@gmail.com]
Sent: Saturday, November 07, 2015 7:06 PM
To: City Manager <citymanager@ci.dunsmuir.ca.us>
Subject: Re: Chamber of Commerce

Randy,

How does the relationship ship in terms of use of that side of the building work between City and Chamber? Are we charging rent? And what would replacement carpet cost?

Thanks,

Nick

On Wed, Nov 4, 2015 at 12:11 PM, City Manager <citymanager@ci.dunsmuir.ca.us> wrote:

City has received request from Chamber of Commerce to replace carpet in their side of the building. (This seems to follow quickly after re-carpeting of Police/Sheriff offices)

The most recent written agreement for occupancy of Chamber side of building that staff can find was for the period 2006-2009. In that agreement it is not clear who provides for "major maintenance" of the building though my reading is that Chamber needs to replace carpet. I am sure their budget cannot do that.

I have asked Richard if he has any more current documents and he has not found any, yet. You may wish to consider appointing a Council member or two to meet with Chamber representatives to negotiate a new lease and deal with the carpet issue. I would be happy to staff such an effort.

Randy

**REAL ESTATE LEASE
BETWEEN CITY OF DUNSMUIR/
DUNSMUIR CHAMBER OF COMMERCE**

This Lease Agreement ("Lease") is made effective as of 3-16-07, 2007, by and between THE CITY OF DUNSMUIR ("Landlord"), and DUNSMUIR CHAMBER OF COMMERCE (referred to as "Tenant"). Landlord and Tenant agree as follows:

PREMISES: Landlord, in consideration of the lease payments referenced in this Lease, leases to Tenant an interest in certain portions of real property known as 5915 Dunsmuir Ave., Suite 100, Dunsmuir, CA 96025. Specifically, Tenant is leasing the southerly portion of the property and reasonable surrounding area(s) (collectively referred to as "the Premises").

PRIOR PAYMENTS: Landlord acknowledges that the amount of \$41.00 was received from Tenant as payment for each month of rent beginning May 1, 2006, to present. No security deposit required.

STORAGE: Tenant shall be entitled to store items of personal property on the Premises during the term of this Lease. Landlord shall not be liable for loss of, or damage to, such stored items.

OCCUPANTS: The Premises may not be occupied by more than one (1) business unless the prior written consent of the Landlord is obtained.

TERM: The original lease term was entered into the 1st day of May 2006, and will terminate on April 30, 2007. This lease renewal/extension shall terminate on April 30, 2009.

LEASE PAYMENTS: Tenant shall pay to Landlord an annual payment of \$500.00, payable on the first day of May of each year for the term of the lease. Lease payments shall be made to the Landlord by mail or in person at 5915 Dunsmuir Ave., unless Tenant is otherwise notified by Landlord.

POSSESSION. Tenant shall be entitled to possession on the first day of the term of this Lease, and shall yield possession to Landlord on the last day of the term of this Lease, unless otherwise agreed by both parties in writing.

USE OF PREMISES: Premises shall be used exclusively by the Dunsmuir Chamber of Commerce and for its activities without the written permission of the Landlord.

Tenant shall comply with any and all applicable laws regarding land use, business operation, personal conduct, and any other matter(s) connected with her use of the Premises.

ACCESS BY LANDLORD TO PREMISES: Subject to Tenant's consent (which shall not be unreasonably withheld), Landlord shall have the right to enter the Premises to make inspections, provide necessary services, or show the unit to prospective buyers, mortgagees, tenants or workers. As provided by law, in the case of an emergency, Landlord may enter the Premises without Tenant's consent.

Restrooms are considered shared space by Landlord and Tenant.

UTILITIES AND SERVICES. Tenant shall be responsible for the following utilities and services in connection with the Premises:

1. Telephone service
2. Inside Maintenance

Landlord shall be responsible for the following utilities and services in connection with the Premises:

1. Electricity
2. Water
3. Sewer
4. Office waste
5. Restroom Facilities

REMODELING/IMPROVEMENTS: Subject to Landlord approval, the Tenant may improve the property, may remove debris from the property, and may repair the property or any parts of it at their own expense. Structural modifications shall be approved by the City's building inspector and performed by a licensed contractor with the City named as additional insured.

INSURANCE. Tenant shall be responsible to maintain appropriate levels of insurance, not less than \$1,000,000.00, for her interest in the Premises and/or any personal property located on the Premises, and Tenant shall also be responsible to maintain similar levels of insurance for general comprehensive liability purposes associated with her respective use of the Premises. Tenant shall provide Landlord with Certificates of Insurance naming Landlord as an "additional insured" under any such policy of insurance, and which evidences Tenant's compliance with the insurance requirements imposed by this lease.

INDEMNIFICATION. Tenant shall indemnify and hold Landlord harmless from any and all losses, costs, fees, damages, claims, injuries, or other liability(ies), including any such matters brought by non-parties to this lease, resulting in any way from Tenant's use or presence on the Premises, except for any such matters that are the sole result of Landlord's actions or omissions.

DANGEROUS MATERIALS. Tenant shall not keep or have on the Premises any article or thing of a dangerous, inflammable, or explosive character that might substantially increase the danger of fire on the Premises, or that might be considered hazardous by a responsible insurance company, unless the prior written consent of Landlord is obtained and proof of adequate insurance protection is provided by Tenant to Landlord.

DESTRUCTION OR CONDEMNATION OF PREMISES. If the Premises are partially destroyed in a manner that prevents Tenant's use of the Premises in a normal manner, and if the damage is reasonably repairable within sixty days after the occurrence of the destruction, and if the cost of repair is less than \$1,000.00, Landlord shall repair the Premises and lease payments shall abate during the period of the repair. However, if the damage is not repairable within sixty days, or if the cost of repair is \$1,000.00 or more, or if Landlord is prevented from repairing the damage by forces beyond Landlord's control, or if the property is condemned, this Lease shall terminate upon twenty days' written notice of such event or condition by either party.

DEFAULTS. Tenant shall be in default of this Lease if Tenant fails to fulfill any lease obligation or term by which Tenant is bound. Subject to any governing provisions of law to the contrary, if Tenant fails to cure any financial obligation within 15 days, or non-financial obligation within 30 days, after written notice of such default is provided by Landlord to Tenant, Landlord may take possession of the Premises without further notice, and without prejudicing Landlord's rights to damages. In the alternative, Landlord may elect to cure any default and the cost of such action shall be added to Tenant's financial obligation under this Lease. Tenant shall pay all costs, damages, and expenses suffered by Landlord by reason of Tenant's defaults.

HABITABILITY. Tenant has inspected the Premises and any fixtures (or has had the Premises inspected on behalf of Tenant), and acknowledge that the Premises are in a reasonable and acceptable condition of habitability for their intended use, and the agreed lease payments are fair and reasonable. If the condition changes so that, in Tenant's opinion, the habitability and rental value of the Premises are adversely affected, Tenant shall promptly provide reasonable notice to Landlord.

Tenant acknowledges that they are taking possession of the Premises in an "as is" condition.

PETS: Tenant shall be responsible for any pets on the Premises.

ASSIGNABILITY/SUBLETTING: Tenant may not assign or sublease any interest in the Premises without the prior written consent of Landlord.

SECURITY: Landlord and Tenant shall be responsible for the securing of the premises. The Landlord does not give permission to change locks or duplicate keys to the Premises. Keys will be assigned by the Landlord.

TERMINATION UPON SALE OF PREMISES. Notwithstanding any other provision of this Lease, Landlord may terminate this lease upon 60 days written notice to Tenant that the Premises have been sold.

NOTICE. Notices under this Lease shall not be deemed valid unless given or served in writing and forwarded by mail. Postage prepaid, addressed as follows:

LANDLORD:

Name: City of Dunsmuir
Address: 5915 Dunsmuir Ave
Dunsmuir, CA 96025

Telephone: (530) 235-4822

Emergency
Telephone: (530) 235-4822 (24 Hour Answering Service)

TENANT:

Name: Dunsmuir Chamber Of Commerce
Address: 5915 Dunsmuir Ave., Suite 100
Dunsmuir, CA 96025

Telephone: (530)235-2177

Emergency
Telephone: _____

ENTIRE AGREEMENT/AMENDMENT. This Lease Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Lease may be modified or amended in writing, if the writing is signed by the party obligated under the amendment.

SEVERABILITY. If any portion of this Lease shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court or other tribunal finds that that any provision of this Lease is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

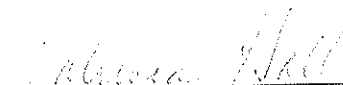
GOVERNING LAW. This Lease shall be construed in accordance with the laws of the State of California.

SUBORDINATION OF LEASE. This Lease is subordinate to any mortgage that now exists, or may be given later by Landlord, with respect to the Premises.

DISPUTE RESOLUTION/ATTORNEYS FEES. In the event of any dispute regarding any aspect of this lease or the tenancy created hereby, or by way of Tenant' presence on the Premises, Landlord and Tenant agree to implement good faith efforts to resolve any such dispute by way of mediation. In the event any formal legal action is taken to enforce or interpret any aspect of his lease or the tenancy created hereby, or in connection with Tenant' presence on the Premises, the prevailing party in any such action shall be entitled to recovery of reasonable attorneys fees and costs incurred.

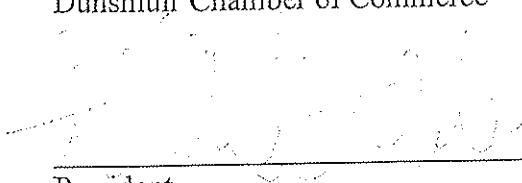
EXECUTION:

LANDLORD: City of Dunsmuir


City Administrator

2-16-07
Date

TENANT: Dunsmuir Chamber of Commerce


President

6-6-07
Date

RESOLUTION 2007-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR
APPROVING A VISITORS CENTER LEASE AGREEMENT
WITH THE DUNSMUIR CHAMBER OF COMMERCE

WHEREAS, the City of Dunsmuir and the Dunsmuir Chamber of Commerce entered into a one year lease for the Visitors Center for the term beginning May 1, 2006 and terminating April 30, 2007; and

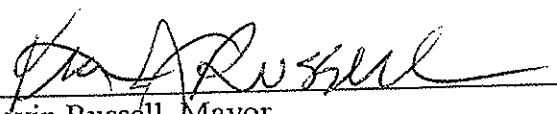
WHEREAS, the City Council wishes to extend the term of the lease term with the Chamber of Commerce for two years; and

WHEREAS, the City Council wishes to continue to support the efforts of the Chamber of Commerce to promote the community and its businesses by entering into this lease agreement for the Visitors Center.

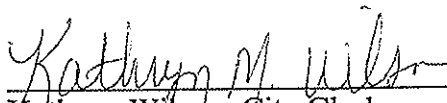
NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Dunsmuir the City Administrator is authorized to execute the two year lease agreement with the Dunsmuir Chamber of Commerce for the Visitors Center.

IT IS HEREBY CERTIFIED that the foregoing Resolution 2007-05 was introduced and duly adopted by the City Council of the City of Dunsmuir at a regular meeting held on the 16th day of February 2007, by the following vote:

AYES: 5
NOES: 0
ABSENT: 0
ABSTAIN: 0


Kevin Russell, Mayor

ATTEST:


Kathryn Wilson, City Clerk

City Manager

From: Cassie Hansen <cassie.hansen@gmail.com>
Sent: Thursday, November 12, 2015 12:59 PM
To: bigdave.keisler@yahoo.com; spurlockoncouncil@gmail.com;
councilmancraig@gmail.com; bruceend75@yahoo.com; nickclaytonsyrrist@gmail.com;
City Manager
Subject: GIS Day Agenda (Nov. 19th)

Dear City Councilors, and City Manager —

I'd like to request to be put on the November 19th City Council meeting.

As mentioned before i'm seeking a donation from the city of Dunsmuir to sponsor the 2nd Annual GIS Day at Dunsmuir High School. We are seeking for a \$5,000 donation that will purchase sweatshirts and supplies for the students. Any donation amount is greatly appreciated.

We hope to see you all at the GIS After Dark Nov. 18th from 7-8:30 PM at DHS.

Thank you for your time,

Spencer Adkisson and Cassie Hansen

--

Ph.D.c (Candidate)
Department of Geography
University of Nevada, Reno

Map and Geospatial Principles Instructor, Shasta College
Applied Geographic Information Instructor, College of the Siskiyous.

Dear City Councilors, and City Manager —

I am writing to formally request to be put on the November 19th City Council meeting agenda.

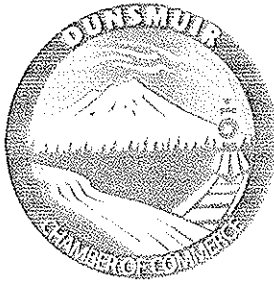
As a representative of the River Exchange, Dunsmuir High School and Dunsmuir Elementary School, I have been asked to solicit financial sponsorship from public and private entities, including the City of Dunsmuir, in order to help offset the costs associated with the GIS Day event on November 18th that will be held at Dunsmuir High School. We are asking for a financial contribution in the amount of \$5,000. The total projected cost for GIS Day is close to \$9,000.

GIS Day involves educationally-based activities for students grade K-12, and is part of a larger educational movement in Dunsmuir Public Schools that provides students with an educational experiences geared toward college and career readiness in one of the fastest growing sectors of the US economy.

Financial support for this event will be used solely to purchase sweatshirts that will be given to all of the students at both Dunsmuir Public Schools (DES and DHS). Contributions can be made via check or money order made out to the River Exchange, PO Box 784 Dunsmuir, CA 96025.

Thank you very much for your consideration.

Sincerely,
Spencer Adkisson



Dunsmuir Chamber of Commerce & Visitors Center

5915 Dunsmuir Avenue, Suite #100

Dunsmuir, CA. 96025

Phone: 530-235-2177, FAX: 530-235-0911

City of Dunsmuir
5915 Dunsmuir Avenue, Suite #200
Dunsmuir, CA. 96025
Attention: Mr. Randy Johnsen, City Manager

Date: May 15, 2015, Revised November 2015

Re: Request for an increase of financial marketing support for the 2015-16 Budget Year for the Dunsmuir Chamber of Commerce & Visitors Center for the amount of \$20,000.

Dear Mr. Johnsen,

The Dunsmuir Chamber of Commerce and Visitors Center currently contributes funds and volunteers for marketing Dunsmuir and its special events. The objective is to increase visitor traffic to the area and add to City's revenue by sustaining its local tourism businesses.

The Chamber plans to continue its marketing efforts along the I-5 corridor from the city of Anderson, California to the south to the city of Ashland in Oregon to the north, and many cities in between. The Chamber is seeking additional marketing in places like Lake Tahoe and San Francisco which will be seeing an increase of travelers from foreign countries, according to "Visit California". The Chamber is an active member of that group and the Shasta Cascade Wonderland Association. We have information for vacationers to "Discover Dunsmuir" at those different locations and various welcome centers like the Collier Intuitive & Information Center (CIIC) and the California Welcome Center in Anderson. Both of these centers attract travelers heading north and south along Interstate 5. Such efforts continue to require substantial monetary resources.

The Chamber is seeking funds in the amount of Twenty Thousand Dollars (\$20,000) to help market the City of Dunsmuir and to help fund the advertising for the major events. Those funds will allow us to update our City Brochures, provide appropriate seasonal marketing through electronic media advertising, and maintain and update a mobile website and Facebook pages. In addition, it would allow us to initiate protocols that will put our website at the forefront of browsers, making it more interactive and user friendly, and include more information. The

following is a representation of funds that will be used to Market the City of Dunsmuir and events:

Events Advertising/Ins

1.	Easter Egg Hunt	\$500	April 4, 2015
2.	Dogwood Daze - Advertising/ Ins	\$1,000	May 23, 2015
3.	Railroad Days - Advertising/Ins	\$2000	June 12,13 & 14, 2015
4.	Big Fish - Advertising	\$1500	June 20, 2015
5.	Art Walk - Advertising/Ins	\$1500	October 10, 2015
6.	Halloween Event Advertising/Ins	\$1000	October 30, 2015
7.	Candles in the Canyon	\$1000	December 5, 2015
8.	Dunsmuir Christmas Dinner	\$1000	December 19, 2015

Marketing

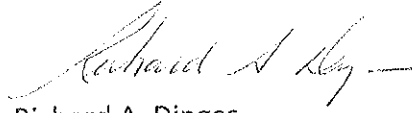
8.	Shasta Cascade Membership/Ads	\$1500	
9.	Visit California Membership/Ads	\$1000	
10.	Visit Dunsmuir Video (Seasons)	\$2000	
11.	Business/ Improvements/Website	\$4500	
12.	CIIC Member Membership	\$1000	
13.	Siskiyou Media Council	\$ 500	

		\$20,000	

It is important to utilize those TOT funds to assist Marketing and Advertising efforts for the city of Dunsmuir and also build a better visitors center. If we want to maintain local events and help grow the City's business base and build an economic future we have to work together. With the City's assistance, the Chamber will help solicit new businesses to the area as the place to be, and promote an solid economic business community here in Dunsmuir. As tourism increases in Northern California in the years to come, there is no reason why the City of Dunsmuir and its many attributes should not be at the forefront. We are the gateway to the Volcanic Legacy route and to discovering Northern California.

You consideration for approval is greatly appreciated.

Sincerely,

A handwritten signature in cursive script, appearing to read "Richard A. Dinges", followed by a horizontal line.

Richard A. Dinges

Executive Director

Dunsmuir Chamber of Commerce & Visitors Center

A handwritten signature in cursive script, appearing to read "Dylan Lennan", with a horizontal line.

Dylan Lennan

President – Dunsmuir Chamber of Commerce & visitors Center