

**AGENDA FOR THE REGULAR MEETING
DUNSMUIR CITY COUNCIL
COUNCIL CHAMBERS
5902 DUNSMUIR AVE, DUNSMUIR, CA
JUNE 20 2019
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 AND FLAG SALUTE**
- 2. ROLL CALL**
- 3. COMMENT ON CLOSED SESSION**
- 4. ADJOURN TO CLOSED SESSION**
 - 1. Public Employment Appointment**
Pursuant to Government Code Section 54954.5
Title: City Manager
- 5. RECONVENE REGULAR MEETING**
- 6. REPORT FROM CLOSED SESSION**
- 7. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**
- 8. PUBLIC COMMENT**

Regular City Council meetings are posted on the City's website to keep 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.

- 9. COUNCIL AND STAFF COMMENTS**
- 10. APPROVAL OF MINUTES**
 - A. June 6, 2019
- 11. 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. Check Register April 13, 2019 – June 14, 2019
- B. Authorize purchase of steel drum concrete mixer for use by Public Works, Water and Wastewater departments

C. Resolution 2019-xx Resolution appointing responsible officials to serve as main point of contact and signature/approval authority to process application for USDA loan/grant for Water improvement projects

12. PUBLIC HEARINGS - None

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.

13. OLD BUSINESS

- A. Approve procedure for processing of Community Promotions Funding requests
- B. Authorize staff to use Preliminary Budget 19-20 in the accounting system effective July 1, 2019
- C. Discuss and authorize changes to Preliminary Budget 19-20, set public hearing for July 18, 2019 meeting to consider adoption of operating budget for 19-20
- D. Consider and possibly adopt Resolution to create Public Facilities and Services Committee and define the committee purposes and parameters
- E. Approve direction for proceeding with Transactions and Use Tax changes as recommended by Finance Committee.

14. NEW BUSINESS

- A. Designate League of California Cities voting delegate and alternate for annual conference
- B. Authorize funding for completion of planning and design for downtown tank relocation and replacement project, spring improvements, water main replacement and UV Disinfection funding application

15. OUTSIDE COUNCIL MEETING REPORTS

16. CONSIDERATION OF FUTURE AGENDA ITEMS

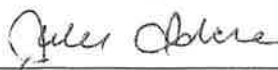
17. ADJOURNMENT:

Copies of this agenda were posted at City Hall, Dunsmuir City Library, Dunsmuir Park and Recreation District Office and at the Post Office on or before 5:30 PM June 17, 2019.

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.



Julie Iskra, Deputy City Clerk

06-17-2019
Date

**DUNSMUIR CITY COUNCIL
JUNE 6, 2019
MINUTES**

1. CALL TO ORDER AND FLAG SALUTE

Meeting was called to order by Mayor Lucchesi at 6:02 pm

2. ROLL CALL

Council members present: Arth, Bryan, Deutsch, Keisler, Lucchesi

Staff present: Interim City Manager Johnsen, Finance Director Michaelson, Sgt Whetstine, Deputy City Clerk Iskra

3. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

Mike Rodriguez, administrator for the Dunsmuir Recreation and Parks Department, stated that the pool will be open July 8 for at least six weeks or more. There are eight certified qualified guards.

4. PUBLIC COMMENT - None

5. COUNCIL AND STAFF COMMENTS

Deutsch stated he was concerned about a Special City Council meeting taking the place of the regularly scheduled Neighborhood Watch meeting. He may be able to have the Neighborhood Watch meeting at the High School.

Bryan reported that the Economic Development committee met with the owners of Traveler's Hotel. They are working on engineering. The Finance Committee met several times to work on the budget and review the TUT funding requests.

Keisler stated he is cancelling the Soapbox Derby for Railroad Days after 7 years. The Chamber of Commerce, who covers the insurance, said the 3-6 year old children are too young to participate and the insurance will not cover them.

Arth noted today is the 75th anniversary of D Day. He congratulated Dave Keisler and Dunsmuir Rotary on the installation of the Little Free Libraries. He announced that the Community Resource Center received \$12,000 from the McConnell Foundation for improvements to the Community Garden for irrigation and additional planting beds.

Mayor Lucchesi reported there was a good discussion with UP and the Trail Association regarding the Mossbrae Trail to include the trail and bridge along with safety fencing.

Deutsch said to remember the City needs to plan for parking. She also stated the Finance Committee is working on funding for Animal Control and working to coordinate with the Humane Society. She stated that June is Pride month.

6. APPROVAL OF MINUTES

Motion by Keisler to approve the minutes of April 4, 2019, May 16, 2019 and May 20, 2019, seconded by Deutsch.

Voice vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None 5-0-0-0

7. CONSENT AGENDA:

Motion by Keisler to approve the Consent Agenda items A-G, seconded by Deutsch.

Voice vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None 5-0-0-0

8. PUBLIC HEARINGS- None

9. OLD BUSINESS- None

10. NEW BUSINESS

A. Approve MOU/Agreement to provide Law Enforcement Services between County of Siskiyou and City of Dunsmuir from July 1, 2019 through June 30, 2022

ICM Johnsen reported that the City currently has an MOU with the Siskiyou County Sheriff's Dept that ends on June 30, 2019. The proposal has an increase in funding with a reduction of hours. The original proposal was for significantly more money.

Bryan stated the original proposal doubled the hourly rate without any flexibility of that rate. This proposal suggests reducing the hours from 20 hours to 14.5 hours per day.

Bryan would like to request continued meetings of the Ad Hoc committee on a quarterly basis. Dunsmuir has been promised a second deputy in addition to Sgt Whetstine to fill in additional hours.

Sgt Whetstine stated the Sheriff's Dept is working to identify the second person.

Public Comment:

Mario Rubino reported financials for law enforcement in Mt Shasta. He stated he is unhappy with the proposed Sheriff's contract. He stated nothing is more important than Police and Fire protection.

Council Comment:

Arth stated that he feels the City is well served by the Sheriff's Dept. The City cannot afford a police dept. Safety needs are front and center.

Bryan said that law enforcement is of utmost concern. The City may need to renegotiate and increase the hours. The City is \$88,000 in deficit. How do we pay? It takes 90 days to change the language with the County. Bryan said citizens will always receive service for 911 calls. We need more involvement with our schools and the students.

Mayor Lucchesi stated law enforcement is a huge concern. The City is partnering with Neighborhood Watch, the Dunsmuir Fire Dept and DPAC to overlap information. We need to have more enforcement of bicycle laws.

Deutsch stated with our own department comes lifetime benefits. We can only look at the numbers. We receive excellent service.

Motion by Arth to approve the Memorandum of Understanding/Agreement to Provide Law Enforcement Services between County of Siskiyou and City of Dunsmuir from July1, 2019 through June 30, 2022 and authorize Mayor and City Manager to execute,

seconded by Keisler. Roll Call Vote:	Arth	yes	
	Bryan	yes	
	Deutsch	yes	
	Keisler	yes	
	Lucchesi	yes	5-0-0-0

Motion by Lucchesi to approve the continuation of the Ad Hoc for the Sheriff's contract for further monitoring for the duration of the contract, seconded by Deutsch.

Voice vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None 5-0-0-0

B. Receive report on previous uses of Transactions and Use proceeds and request for direction regarding processing 2019-2020 funding requests

ICM Johnsen stated this item is to understand collection and General Fund disbursement by (1) City Council to receive and act on the requests or (2) return to the Finance Committee as done last year. The Council can hear the proposals or defer to the Finance Committee then refer back to the Council with a recommendation.

Public Comment: None

Council Comment:

Deutsch stated he was disappointed with the decision by the Finance Committee last year. The Finance Committee needs to work with the Council.

Bryan stated that the TUT is funded by the General Fund. It seems appropriate that the Finance Committee review the applications. He suggested there should also be a follow-up report about how the previous year's funds were used by the recipients.

Keisler suggested an evaluation by the Finance Committee, then refer applications to the Council.

Arth agreed that the Finance Committee needs to review the applications especially with the increase in monies collected, then forward to the Council.

Motion by Deutsch to have the Finance Committee draft a process for the Community Promotion Funding and bring it back to the City Council, seconded by Keisler.

Voice vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None 5-0-0-0

C. Approval of agreement and authorization for City Manager to execute emergency facilities and land use agreement for use of Mott Airport by USDA Forest Service

ICM Johnsen reported that each year the Dept of Forestry needs to position a helicopter to be available, if needed, for firefighting. This is a renewal of the previous contract with fees at \$200 per day, \$300 per day if more than three helicopters are at the airport, and \$750 per day if the airport is closed to the public. This is a proposal for a three year contract.

Public Comment: None

Council Comment:

Deutsch suggested finding things to make the pilots comfortable, such as a lounge, basketball hoop, etc.

Arth said this is a good beginning for Dunsmuir and as well as southern Siskiyou County.

Motion by Keisler to approve a 3 year Emergency Facilities & Land Use Agreement for use of Mott Airport by USDA Forest Service and authorize City Manager to execute, seconded by Deutsch.

Voice vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi
NOES: None
ABSENT: None
ABSTAIN: None 5-0-0-0

D. Consider and possibly adopt Resolution to create Public Facilities and Services Committee and define the committee purposes and parameters
Arth stated that he and Keisler met to create a new Brown Act Committee. It was modeled on the DPAC and Finance Committee.

Public Comment: None

Discussion among Council members.

Motion by Deutsch to table this item to the next meeting, seconded by Lucchesi.

Voice vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi
NOES: None
ABSENT: None
ABSTAIN: None 5-0-0-0

E. Discuss Finance Committee recommendation regarding "Community Promotion Funding"

Bryan stated the Transaction and Use Tax (TUT) is collected for the .5% sales tax increase voted in as part of the General Fund. This is a proposal to rename this item to Community Promotion Funding for easier understanding.

Public Comment:

Carolyn Rivard asked for clarification and asked why the money does not go into a separate fund.

Council Comment:

Bryan stated it is collected by the City and goes into the General Fund. This is just a name change for better understanding. It is not a fund.

ICM Johnsen stated that prior to the passage of the TUT, there was an expense account for community funding out of the General Fund. The revenue is not tied to any specific purposes. The City may not deposit proceeds into anything except the General Fund. Mayor Lucchesi stated the City can collect the TUT funds and not give any money to anyone.

Bryan stated this is just a renaming of this account. There is no guarantee of funding for any group.

Motion by Keisler to rename the TUT account to Community Promotional Funding as a line item in the General Fund, seconded by Deutsch.

Voice vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi
NOES: None
ABSENT: None
ABSTAIN: None 5-0-0-0

11. OUTSIDE COUNCIL MEETING REPORTS

A. DPAC

The DPAC memo included possible green waste days at the City or possible vouchers for use at the Transfer Station.

12. COUNCIL AND STAFF COMMENTS

13. CONSIDERATION OF FUTURE AGENDA ITEMS

Keisler would like to see green waste as agenda item for Dunsmuir citizens. Agreed to by Arth.

Mayor Lucchesi suggested looking at a grant writer and code enforcement after the budget is passed.

7:50 pm Regular Meeting adjourned to Closed Session

14. CLOSED SESSION

1. Public Employment Appointment

Pursuant to Government Code Section 54954.5

Title: City Manager

Report from Closed Session: Direction was given

15. ADJOURNMENT:

Mayor Lucchesi

ATTEST:

Julie Iskra, Deputy City Clerk

Check Register Report

11A

04/13/2019 to 06/14/2019 AP

Date: 06/14/2019

Time: 10:12 am

City of Dunsmuir

BANK: U.S. BANK

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
U.S. BANK Checks							
52287	04/19/2019	Printed		28650	RON LA RUE	1ST QTR 2019	7.50
52413	05/24/2019	Printed		2635	BASIC LABORATORY, INC.	1905148, monthly test ww river	887.20
52414	05/24/2019	Printed		9437	BLUE STAR GAS	INV#0210398, Lirary tank Rent	1.07
52415	05/24/2019	Printed		4050	BORGES & MAHONEY	141000, buffer solution	1,084.56
52416	05/24/2019	Printed		12780	DUNSMUIR FIRE PROT'N DISTRICT	2UI8M086, E-814, Aug Move Up	28,352.04
52417	05/24/2019	Printed		9885	DUNSMUIR TIRE	14655, tire &balance	706.60
52418	05/24/2019	Printed		9303	FASTENAL COMPANY	CARE156909, LLime Tshirt w/pk	68.17
52421	05/24/2019	Printed		26425	KEN ELGIN	021651, 05 Ford Ranger	25.00
52422	05/24/2019	Printed		33151	MT SHASTA RECREATION	April Meals2019	111.00
52423	05/24/2019	Printed		10336	MUNICIPAL EMERGENCY SERVICES	1257036, past due helmet	369.11
52424	05/24/2019	Printed		9999999449	NATIVE GROUNDS NURSERY	#8443 Crape myrtels and soil	277.25
52429	05/24/2019	Printed		53813	US BANK CORP PAYMENT SYSTEMS	0511, 05/10/19	1,490.87
52430	05/31/2019	Printed		1910	AT&T	530 235-0850 490,wwtp	79.33
52431	05/31/2019	Printed		1910	AT&T	530 235-4363 910 April	79.33
52432	05/31/2019	Printed		1910	AT&T	530 235-0715 825, April	68.73
52433	05/31/2019	Printed		1910	AT&T	530 235-2208 420, April	79.33
52434	05/31/2019	Printed		1910	AT&T	530 235-4067 046, April	79.33
52435	05/31/2019	Printed		1910	AT&T	530 235-4841 474 April lookout	65.53
52436	05/31/2019	Printed		2635	BASIC LABORATORY, INC.	1905431, WW test weekly river	210.00
52437	05/31/2019	Printed		10353	GARY BENSON	June 2019 Rent Childrens park	725.00
52438	05/31/2019	Printed		5240	CASCADE FIRE EQUIPMENT CO	099226, cust96025, Hose, coup	87.98
52440	05/31/2019	Printed		6325	CLEMENS WASTE REMOVAL	2453, COD 20YD. dump fees	732.19
52441	05/31/2019	Printed		6325	CLEMENS WASTE REMOVAL	Contract May2019	11,937.03
52442	05/31/2019	Printed		6325	CLEMENS WASTE REMOVAL	2452, Can rental 65gal,95gal	2,128.45
52443	05/31/2019	Printed		12122	EMERGENCY MEDICAL PRODUCTS,INC	2072281, Disposable resuscitat	139.90
52444	05/31/2019	Printed		9303	FASTENAL COMPANY	CARE157046, Tshirt, wipes	174.72
52445	05/31/2019	Printed		10560	FORD & ASSOCIATES LLC	INV#5-2019, April 2019	800.00
52447	05/31/2019	Printed		26425	KEN ELGIN	021658, Ford 00, #301	192.04
52448	05/31/2019	Printed		10336	MUNICIPAL EMERGENCY SERVICES	INV#1340350, pant/coat	2,392.05
52449	05/31/2019	Printed		35505	NORTHLAND COMMUNICATIONS	172-211930,Public works	102.70
52450	05/31/2019	Printed		35505	NORTHLAND COMMUNICATIONS	172-211909April	64.07
52451	05/31/2019	Printed		39015	PACIFIC POWER	63601721-001 5 April/May	8,048.11
52452	05/31/2019	Printed		39015	PACIFIC POWER	River Ave lift 81096055-007 9	88.23
52454	05/31/2019	Printed		47211	S.C.A.T. SISKIYOU CO	Annual Dues 2019	75.00
52455	05/31/2019	Printed		53806	USA BLUE BOOK, INC	inv#896852, cust922162 acid	81.09
52457	06/07/2019	Printed		10579	ABRAMS LAKE	RV Rent, Electric ACT#1205	479.54
52458	06/07/2019	Printed		1225	ACME COMPUTER	94432, web hosting	233.91
52459	06/07/2019	Printed		514	ADVANCED INFOSYSTEMS	14478, Billing Postage	1,212.03
52460	06/07/2019	Printed		10479	ARAMARK	378,4090,879,1664 May19	146.89
52461	06/07/2019	Printed		2635	BASIC LABORATORY, INC.	1905704, Drinking water	515.00
52462	06/07/2019	Printed		2800	BAXTER AUTO PARTS, INC.	31-219900, battery, sludge bed	129.07
52463	06/07/2019	Printed		9000	ÇABITTO'S SMALL ENGINE REPAIR	7461, fuel stbl, air filter	198.39
52464	06/07/2019	Printed		5240	CASCADE FIRE EQUIPMENT CO	099661, hose	156.86
52465	06/07/2019	Printed		9820	CITY OF DUNSMUIR	250800, I5 Lift, 06/01/2019	448.80
52466	06/07/2019	Printed		6325	CLEMENS WASTE REMOVAL	May2019Black Butte dump	6,400.19
52467	06/07/2019	Printed		12752	DENNIS DELLA BONA	Water Training per Diem	118.00
52468	06/07/2019	Printed		10265	BRUCE DEUTSCH	256, Duns Neigh watch.	34.40
52469	06/07/2019	Printed		10185	ARLENE DINGES	19-06 May31,2019	728.75
52470	06/07/2019	Printed		9850	DUNSMUIR TRUE VALUE	May2019	421.16
52471	06/07/2019	Printed		11255	ELECSYS INTERNATIONAL CORP	193865,May2019	223.50
52472	06/07/2019	Printed		9303	FASTENAL COMPANY	CARE157181, XL Gloves	181.68
52473	06/07/2019	Printed		5219	FERGUSON ENTERPRISES INC,1423	1461469, LF3/4 CTS Comp	201.24
52474	06/07/2019	Printed		10584	HUTCHINSON, KYLE	Live scan for library 06/01/19	72.00
52475	06/07/2019	Printed		31212	MANFREDI'S DEPOT	May 2019,10,18,19,42,11	406.75

Check Register Report

04/13/2019 to 06/14/2019 AP

Date: 06/14/2019

Time: 10:12 am

Page: 2

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							
52476	06/07/2019	Printed		10582	MOTA, RAMON	Water deposit ACT24246	333.46
52477	06/07/2019	Printed		10583	PETTERSEN, ROBERT	Water Dep Return93030	180.00
52478	06/07/2019	Printed		47520	SHASTA AUTO SUPPLY	764758,Hose, Trailer plug	62.90
52479	06/07/2019	Printed		47631	SISKIYOU FIRE EQUIPMENT	18816, Fire extinguisher servi	1,039.48
52480	06/07/2019	Printed		47669	SISKIYOU OPPORTUNITY CENTER	15250, Blue Bag May2019	539.16
52481	06/07/2019	Printed		47676	SMITH BUILDING SERVICES, LLC	599, May 2019	1,688.92
52482	06/07/2019	Printed		57228	SOLANO'S CONTRACTOR	241801, Sprinkler heads	48.53
52483	06/07/2019	Printed		9413	STATEWIDE TRAFFIC SAFETY	sign post anchors, paint spray	155.83
52484	06/07/2019	Printed		10585	UNITED BLOWER, INC	4500-1174, trilobe blower	4,305.96
52485	06/07/2019	Printed		53810	US BANK EQUIPMENT FINANCE	385991013, May19 copiers	870.11
52486	06/07/2019	Printed		9318	US POSTMASTER	Postage Advanced info2019	1,500.00
52487	06/07/2019	Printed		53806	USA BLUE BOOK, INC	ammonia test strip, nitrate	174.05
52488	06/07/2019	Printed		50850	VERIZON WIRELESS	pw/ ww phone. May19	73.76
52489	06/07/2019	Printed		50850	VERIZON WIRELESS	Fire phone 570733275	149.93
52490	06/07/2019	Printed		9999999389	WILGUS FIRE CONTROL	1852052119, Oxygen tank test	133.58
52491	06/14/2019	Printed		3572	ANTHEM BLUE CROSS	July19	209.56
52492	06/14/2019	Printed		1910	AT&T	051-311159001, 235-0850	40.05
52493	06/14/2019	Printed		2635	BASIC LABORATORY, INC.	1905867, ww test weekly riv	557.00
52494	06/14/2019	Printed		2800	BAXTER AUTO PARTS, INC.	31-220203, wax and decal remov	19.65
52495	06/14/2019	Printed		4523	BURTON'S FIRE, INC.	W78006, Pump test	1,200.00
52496	06/14/2019	Printed		5325	REBECCA CATLETT	24603732 June19	148.50
52497	06/14/2019	Printed		9820	CITY OF DUNSMUIR	ACT24391, WATER DEP RETURN	90.00
52498	06/14/2019	Printed		10161	COFFMAN ASSOCIATES	17MP05-18, Duns ALP update Nar	2,000.00
52499	06/14/2019	Printed		10487	COLLEGE OF THE SISKIYOU	Fire-1035, Dylan Calzoni certi	322.70
52500	06/14/2019	Printed		9393	DUNSMUIR RECREATION DISTRICT	May19 monthly maintenance	590.00
52501	06/14/2019	Printed		10522	EXECUTONE.COM, LLC	1221, JULY2019PHONE	614.11
52502	06/14/2019	Printed		47610	FISCHER'S SISKIYOU	PR25492, Hedge creek toilet	114.43
52503	06/14/2019	Printed		10560	FORD & ASSOCIATES LLC	6-2019, May2019	1,149.16
52504	06/14/2019	Printed		9819	GEMPLER'S	shipping boots4401486	14.99
52505	06/14/2019	Printed		18200	HACH COMPANY	11489716, Ammonium hydrox	308.75
52506	06/14/2019	Printed		26425	KEN ELGIN	021707, C-800 coil	150.73
52507	06/14/2019	Printed		25317	KENNY & NORINE	11504, File 8659	4,474.72
52508	06/14/2019	Printed		33120	MOUNTAIN COUNTIES SUPPLY CO.	MAY2019	2,484.98
52509	06/14/2019	Printed		10564	MOUNTAIN MEDICS INC.	53019A, DOT, SCBA Physicals	4,635.00
52510	06/14/2019	Printed		39005	PACE ENGINEERING, INC.	35480, CWSRF collection plan	30,787.25
52511	06/14/2019	Printed		39015	PACIFIC POWER	63601721-017, Mott Jun19	21.14
52512	06/14/2019	Printed		44240	RAMSHAW'S ACE HARDWARE	484809, supercut	42.99
52513	06/14/2019	Printed		10543	SCP POOL CORP	970947, SNO22981	1,271.34
52514	06/14/2019	Printed		57228	SOLANO'S CONTRACTOR	241990, caboose park	48.53
52515	06/14/2019	Printed		10586	THE DOUGH HOOK	REIMBURSE EDBG EQUIPMENT	1,622.32

Total Checks: 94

Checks Total (excluding void checks):

138,292.24

Total Payments: 94

Bank Total (excluding void checks):

138,292.24

Total Payments: 94

Grand Total (excluding void checks):

138,292.24

City Council Agenda Item Consent Calendar

Item No:
Date: June 20, 2019
Subject: Authorize purchase of steel drum concrete mixer for use by public works, water and waste water departments

Field personnel are requesting \$3,100 for purchase of steel drum concrete mixer. This item was approved for purchase in the 18-19 budget and monies are available.

10-513-7610.00	2,500
20-000-7610.00	300
30-000-7610.00	300



Search Site

Model Search

HOME AUTOMOTIVE CONSTRUCTION HVAC INDUSTRIAL INSTRUMENTS MATERIAL HANDLING METALWORKING TOOLING WOODWORKING

Crown C6C - 6 Cu Ft Steel Drum Concrete

• PICTURE



FREE SHIPPING

- AT A GLANCE
- FEATURES
- SPECIFICATIONS
- MODELS

Specifications	
Bag Capacity	1/2 - 1
Cubic Feet	6
Overall Height - (Drum Up/Down)	68/60 inch
Overall Width	44.5 inch
Tires (Pneumatic)	5.3 x 12
Overall Length (Tow Pole In/Out)	65/85 inch
Weight - Max lbs	540
Highway Towable	Yes
Drum Opening Diameter	17 inch
Drum Diameter - Max	24 inch
Drum Height	35 inch



C6-CE1 - 6 CU FT CONCRETE MIXER W/1 HP ELECTRIC - C6 SERIES - 6 CUBIC FOOT, STEEL DRUM, HIGHWAY TOWABLE CONCRETE MIXERS ** INCLUDES 2 BALL HITCH / PINTAL HITCH AVAILABLE UPON REQUEST - SHIPPING WEIGHT = 666 LBS.

Mfg. item #: 609842

CRO609842

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C6-CGH5 - 6 CU FT CONCRETE MIXER W/5.5HP HONDA - C6 SERIES - 6 CUBIC FOOT, STEEL DRUM, HIGHWAY TOWABLE CONCRETE MIXERS ** INCLUDES 2 BALL HITCH / PINTAL HITCH AVAILABLE UPON REQUEST - SHIPPING WEIGHT = 661 LBS

Mfg. item #: 609856

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New Dumping Mechanism

Crowns' mixers come standard with a multi-positioned drum lock for easy cleaning, flexibility and greater capacity.

High Strength Frame

Our newly designed frame provides improved durability and stronger support in the areas where you need it.

Rugged Tow Bar

Retractable, removable and easily stores away when not in use for safer operation.

Laser Cut Mixing Blades

Two sets of laser cut steel blades provide a smooth, fast and more thorough mix.

Longer Life Drum

Crown mixers use a welded drum manufactured using high-abrasion resistant steel for longer life and less maintenance.

Swing away hood

Sturdy vented engine housing comes standard with a swing-away hood providing easy engine access.

Cast Iron Durability

Our drive pinions and gear rings are made of cast iron, providing better durability and longer life.

High Speed Roller Bearings

Standard on all towable Crown mixers are high speed taper roller bearings for improved durability.

Rubber Torsion Suspension

Standard on the C9 and optional on the C6 & C3, Crowns' innovative rubber torsion system provides the industry's smoothest towing and handling.



C6-CE1 - 6 CU FT CONCRETE MIXER W/1 HP ELECTRIC - C6 SERIES - 6 CUBIC FOOT, STEEL DRUM, HIGHWAY TOWABLE CONCRETE MIXERS **

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When it comes to the industry leader, there is no mixup it is Crown Construction Equipment.

Whether your looking for a large capacity series, a smaller more compact model, or the right rental machine Crowns solid line up of concrete mixers offer all the solutions.

Our standard features are a guide to the industry. Features that make for efficient set-up, operation, and as importantly, safe transportation to and from the job site.

Crown, the right mix of product and price mean solid results.



1. The welded drum is manufactured using high abrasion-resistant steel, giving Crown mixers longer life with less maintenance.
2. Two sets of laser cut steel blades provide a smooth, fast and more thorough mix.
3. Crowns new dumping mechanism comes standard with a multi-position drum lock for easy cleaning, flexibility and greater capacity.
4. SAFETY CHAINS COME STANDARD ON ALL CROWN CONCRETE MIXERS
5. Crowns rugged tow pole is retractable or removable and easily stows away when not in use for safer operation.
6. Our newly redesigned frame provides improved durability and stronger support in the areas you need it.
7. Crowns innovative optional rubber torsion suspension system provides the industrys smoothest towing and handling.
8. High speed taper roller bearings are standard on all towable Crown mixers for improved durability.
9. Sturdy vented engine housing comes standard with a swing-away hood, providing easy engine access.
10. Our drive pinions and gear rings are made with cast iron, providing better durability and longer life.



C6-CE1 - 6 CU FT CONCRETE MIXER W/1 HP ELECTRIC - C6 SERIES - 6 CUBIC FOOT, STEEL DRUM, HIGHWAY TOWABLE CONCRETE MIXERS ** INCLUDES 2 BALL HITCH / PINTAL HITCH AVAILABLE UPON REQUEST - SHIPPING WEIGHT = 666 LBS



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CRO607920
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HOME

AUTOMOTIVE

AIR COMPRESSOR	AIR/HYDRAULIC JACKS	ARBOR PRESSES	BOTTLE JACKS	CRANES WINCHES
ENGINE HOISTS	ENGINE STANDS	HOISTS TROLLEYS	JACK STANDS	LUBRICATION PRODUCTS
PARTS WASHERS	PORTA POWER	SCREW JACKS	SHORT BODY JACKS	TOE JACKS
TRANSMISSION JACKS				

CONSTRUCTION

AIR COMPRESSORS	AIR HAMMERS & BREAKERS	AUGERS	CEILING GRINDERS	CHAIN TYPE WALL SAWS
CORING MACHINES	CURB FORMERS	COMPACTION	CONCRETE FINISHING	CONCRETE MIXERS
GROUT PUMPS	HORIZONTAL BORING	CUTOFF SAWS	FLOOR SANDERS	GENERATORS WELDERS
MASONRY SAWS	MATERIAL HANDLING	JOB SITE STORAGE	LEVELS	LIGHT TOWERS
SAWS	SCAFFOLDING & LADDERS	MIXERS	PRESSURE WASHERS	REBAR CUTTERS
TILE SAWS	WALK BEHIND STREET SAWS	SIDING BRAKES	STRAW BLOWERS	SURVEYING, LASER LEVELS
		WALL SAWS	WATER & TRASH PUMPS	CONCRETE VIBRATORS

HVAC

DEHUMIDIFIERS	FANS	LIFT DOLLIES	PORTABLE AIR CONDITIONERS	SHEET METAL FORMING STAIR CLIMBERS
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INDUSTRIAL

AIR COMPRESSORS	DUST COLLECTION	FANS	FLOOR CARE	FLOOR SANDERS
FUME EXTRACTION	MATERIAL HANDLING	PLATFORMS	PRESSURE WASHERS	ROLLING LADDERS
SCALES	STAIRS	TEST PUMPS	WALLPAPER STRIPPERS	WELDING

INSTRUMENTS

ACCESSORIES	ADHESION TESTER	COATING THICKNESS	DEW POINT METER	ECONOMY THICKNESS GAUGE
MAGNETIC THICKNESS TESTER	MOISTURE METERS	MULTI-LAYER THICKNESS	POWDER THICKNESS TESTER	WALL THICKNESS

MATERIAL HANDLING

12,000 LB CAPACITY SAWHORSES	AUTO LIFTS JACKS & STANDS	CARTS	DAVIT CRANES	DOLLIES
MATERIAL STACKERS	MORE	DOLLY LIFTS	JACKS	MACHINERY ROLLERS
ROLLER STANDS	SCALES	OVERHEAD LIFTING	PALLET JACKS	PALLET LIFTS & TURNTABLES
		STAIR CLIMBING HANDTRUCKS	TRUCKS	WINCHES

METALWORKING

BENCH GRINDERS	BEVELERS	BRAKES	CHAMFERING	DEBURRING & FINISHING
DIAMOND PATTERN FORMING	DRILL PRESSES	IRONWORKERS	LATHES	METALWORKING TOOLING
MILLS	PHASE CONVERTERS	PIPE NOTCHERS	POWER SHEET METAL HAMMERS	PUNCHERS & NIBBLERS
SANDERS & POLISHERS	SAWS	SHEARS	SHEET METAL DUCT FORMING	ROLLS
SHOP PRESSES	SURFACE GRINDERS	TOOL SHARPENERS	TUBE BENDERS	SHEET METAL NOTCHERS
WELD POSITIONERS	WELD SHAVER	WELDERS, BANDSAW	WELDING	VICES & CLAMPS

TOOLING

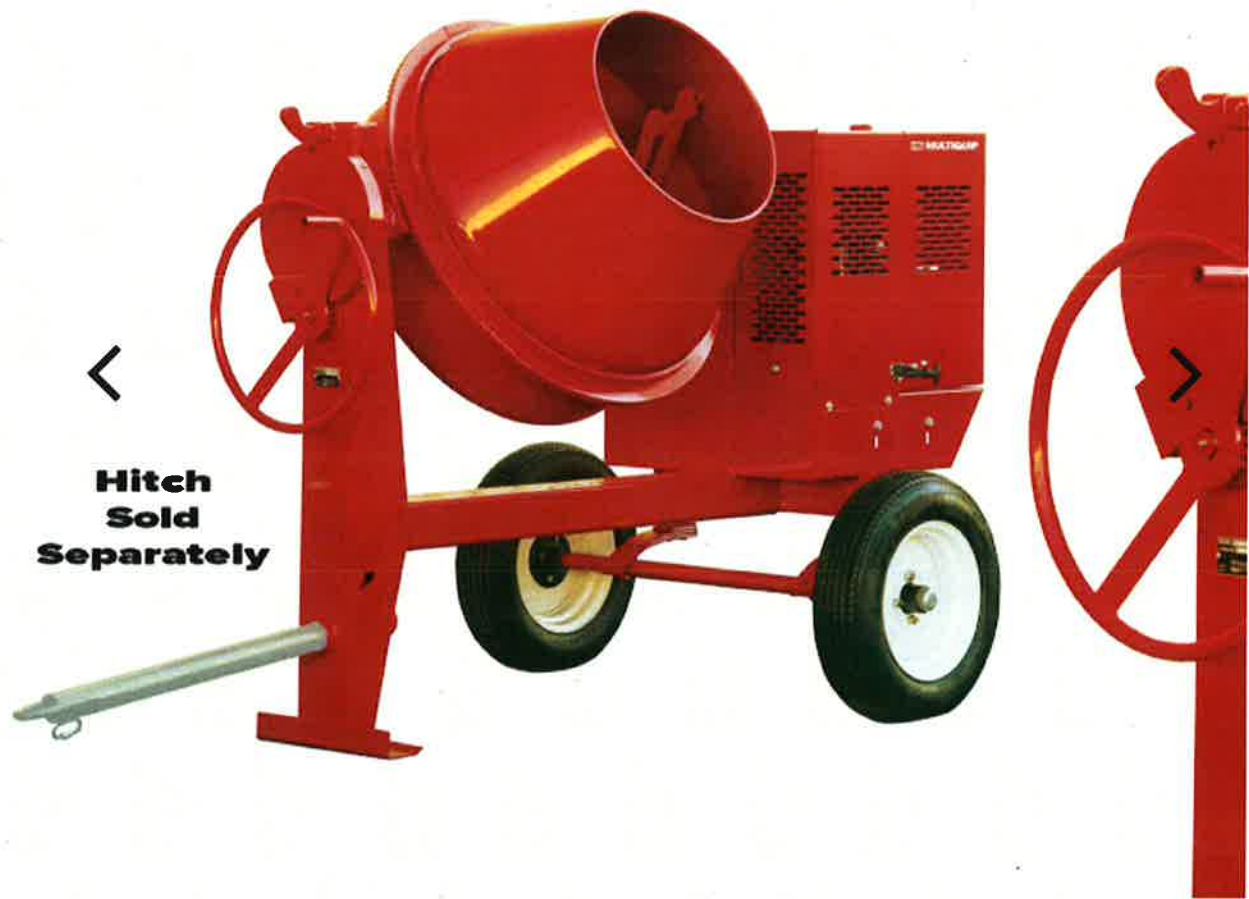


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Answered Questions: 0



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Answered Questions: 1



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2" ball hitch

Manufacturer: Multiquip

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RESOLUTION NO. 2019-

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF DUNSMUIR
EXPRESSING ITS INTENT TO FILE AN APPLICATION FOR FEDERAL
ASSISTANCE WITH RURAL UTILITIES SERVICES**

WHEREAS, the City Council has agreed to apply for a Rural Utilities Services loan/grant or any combination thereof for the purpose of making needed improvements to the city water system; and

WHEREAS, the water projects are needed to correct existing deficiencies, replace old water mains with extensive leak history, safeguard public health, and ensure that the water system continues to meet State and federal standards; and

WHEREAS, the United States Department of Agriculture, Rural Development, administers the Rural Utilities Services operations and requires designation of responsible officials to serve as the main point of contact and grant signature/approval authority to process grant/loan applications.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dunsmuir that City Manager and Finance Director are hereby appointed as responsible officials to serve as the main point of contact between Rural Utilities Services, and hereby grants signature/approval authority to process grant/loan applications with Rural Utilities Services for water projects.

* * * * *

This resolution was considered on June 20, 2019, and was adopted by the City Council of the City of Dunsmuir by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Juliana Lucchesi, Mayor

ATTEST:

Julie Iskra, Deputy City Clerk

City Manager

From: Curtis Paget <cpaget@paceengineering.us>
Sent: Monday, June 17, 2019 3:41 PM
To: Blake Michaelsen; City Manager
Cc: Julie Iskra
Subject: Notice-of-Intent for USDA RD Funding for Water System Improvement Project
Attachments: Notice of Intent to File RD app - City Council.docx; Notice of Intent to File RD app - Local Paper.docx

Hi Randy & Blake,

USDA RD requires a notice-of-intent to be included in the City Council meeting minutes, (e.g. a resolution) and for a posting to made in the local paper. I requested from Kevin DeMers, out of the Yreka USDA RD office, for the required language and attached is what he sent over for each with some minor changes. Please make any changes you see fit.

Blake, if you still have those large figures with the sewer and water projects on them from the town hall back in March, you could bring the water plate to the City Council Meeting. That plate shows the proposed project seeking USDA RD funding.

Please let me know if you have any questions or concerns.

Sincerely,

Curtis Paget, P.E.

Staff Engineer



PACE Engineering, Inc.

1730 South St.

Redding, CA 96001

Tel: (530) 244-0202

Fax: (530) 244-1978

cpaget@paceengineering.us

www.paceengineering.us

NOTICE OF INTENT

The purpose of this notice is to inform the public of City of Dunsmuir's intent to file an application for Federal Assistance with the Rural Utilities Services. The Rural Utilities Services is administered by the United States Department of Agriculture, Rural Development. The City of Dunsmuir is applying for a Rural Utilities Services loan/grant or any combination thereof for the purpose of making needed improvements to the city water system.

This project is needed to correct existing deficiencies, replace old water mains with extensive leak history, safeguard public health, and ensure that the water system continue to meet State and Federal standards.

Dunsmuir City Council hereby appoints City Manager and Finance Director, as the responsible officials to serve as the main point of contact and hereby grants signature/approval authority to process above described credit application.

The City Manager, Finance Director, or a designee, and all other proper officers, officials and staff are hereby authorized and directed to assist with the City's efforts toward supplying all information required by Rural Development towards completion of their application process.

NOTICE OF INTENT

The purpose of this notice is to inform the public of the City of Dunsmuir's intent to file an application for Federal Assistance with the Rural Utilities Services. The Rural Utilities Services is administered by the United States Department of Agriculture, Rural Development. The City of Dunsmuir is applying for a Rural Utilities Services loan and grant for the purpose of making needed improvements to the City's water distribution system. This project is needed to correct existing deficiencies, replace old water mains with extensive leak history, safeguard public health, and ensure that the water system continue to meet State and Federal standards. For additional information, you may contact Randy Johnsen, Interim City Manager, 5915 Dunsmuir Avenue, Dunsmuir, California 96025, (530) 235-4822.

City Council Agenda Item

Old Business

Item No:**Date:** June 20, 2019**Subject:** Approve procedure for processing of community promotions funding requests

At your previous meeting, Finance Committee was assigned the task of developing a procedure for processing of requests/applications for community promotions awards assumed to be on an annual basis. In the past these requests have been tied to TUT funding. It is the intention of the Finance Committee and City Council to create a process that is not tied to TUT funding.

- 1) Finance Committee recommends the attached application/request form be incorporated into the process.
- 2) Advertising for applications would be completed locally in December of each year and with applications forwarded to the Finance Committee in January.
- 3) Finance Committee would request all applicants appear before them at a public meeting in January or February. Applicants would be given time to present their request and all justifications therefore.
- 4) Finance Committee would ask questions of applicants and then conduct own research on all requests.
- 5) At a subsequent public meeting Finance Committee would deliberate and provide recommendation to City Council regarding all requests for funding.
- 6) City Council would schedule review and consideration of Finance Committee recommendations at a regular council meeting at which time applicants would again have the opportunity to present information on their request.
- 7) City Council would deliberate and confirm appropriations based on recommendation of Finance Committee and information provided to them at Council meeting.
- 8) Staff would include appropriations in subsequent fiscal year budget.

9) Staff would contact all recipients prior to end of calendar year to request report on expenditure of community promotions funding. These reports would be provided to Finance Committee for review and comment and forwarding to City Council.

Recommendation: Move to approve Finance Committee recommended procedure for processing of requests for community promotions funding, and to approve application form therefore.

CITY OF DUNSMUIR

"Home of the Best Water on Earth"



City of Dunsmuir Fiscal Year 20__ / 20__ Application Form

Community Promotions Funding Request

Instructions: One application to be completed for each project or service request

Organization:

Name: _____ Phone: _____

Address: _____

Contact Person: _____

Project or Service:

Is this request for a Project, or Service? *(please circle one)* Project/Service

Project: *A onetime funding request needed to complete a plan.*

Service: *Funding needed to supplement, or fully fund the cost to provide an action(s).*

Name of Project or Service: _____

Please provide a detailed description of the project or service for which Community Promotion Funding is being requested. *(Attach a separate page if needed.)*

Please describe how this request will benefit the City of Dunsmuir. *(Attach a separate page if needed.)*

Is this project or service located within the City of Dunsmuir? Yes/No

CITY OF DUNSMUIR

"Home of the Best Water on Earth"



Fund Request:

Funding Request: \$ _____

Budget: Please provide a budget detailing how the funds will be used from highest priority, to lowest. (*Attach a separate page if needed.*)

1.	_____	\$ _____
2.	_____	\$ _____
3.	_____	\$ _____
4.	_____	\$ _____
	Total:	\$ _____

Will the funding of this request reduce future costs? Yes/NO. *If yes, please explain.*

Will the funding of this request improve Dunsmuir's Economics? Yes/No. *If yes, please explain.*

Did you receive Community Promotion Funding in the past? Yes/No If yes, please provide details of how the funds were used, and how it benefited the community. (*Attach additional information, if needed*)

You may also attach any other information you feel will be helpful in weighing this application with others.

Submitted by: _____ Date: _____

Signature: _____

CITY COUNCIL AGENDA ITEM OLD BUSINESS

Item No:

Date: June 20, 2019

Subject: Authorize staff to use preliminary budget 19-20 in the accounting system effective July 1, 2019

Staff presented 19-20 preliminary budget recommendations on June 6. At this time it is recommended that staff recommended budget be utilized effective July 1, 2019 in the accounting system. The preliminary budget is not to be considered the approved final budget. It is just to be used as place marks in the accounting system until the final budget is approved.

CITY COUNCIL AGENDA ITEM OLD BUSINESS

Item No:**Date:** June 20, 2019**Subject:** Discuss and authorize changes to preliminary budget 19-20, set public hearing for July 18, 2019 regular City Council meeting to consider adoption of operating budget for 19-20

The preliminary budget was presented at your June 13 special meeting. Staff requests that any changes be provided at this time so the amended document may be provided to the public prior to the public hearing thereon requested for July 18, 2019 regular meeting. After the public hearing staff will request adoption of the budget for 19-20.

Recommendation: Move to direct staff incorporate Council approved changes in 19-20 preliminary budget and set July 18, 2019 for public hearing to consider adoption of 19-20 budget

RESOLUTION 2019-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR AUTHORIZING THE CREATION OF THE PUBLIC FACILITIES AND SERVICES COMMITTEE AND DEFINING THE COMMITTEE PURPOSES AND PARAMETERS

WHEREAS, the City of Dunsmuir is responsible for providing essential water, sewer, and solid waste disposal services to its residents and businesses; and

WHEREAS, the City's 2018-19 Budget reveals that deficit spending is occurring in several areas, including the Sewer Fund, Solid Waste Fund, , and General Fund; and

WHEREAS, the City's contract Engineering firm has prepared Master Plans to guide the replacement and modernization of Dunsmuir's water and sewer infrastructure, and recommended 5 year plans to increase rates to meet Master Plan requirements, including the establishment of adequate reserves in its enterprise funds; and,

WHEREAS, the City Council recently approved rate increase plans for its sewer and solid waste operations with a goal of implementing these increases and related operational changes by July 1, 2019; and,

WHEREAS, the City of Dunsmuir has created a Historic District in its downtown area and has adopted a protective ordinance to assure that the Historic District is maintained and preserved for the benefit of residents, visitors, and the general public; and,

WHEREAS, since the 1860's, Dunsmuir has co-existed and prospered with the construction and growth of the Steam Era railroad industry, and the construction of key rail lines facilitating movement of goods and passengers through Dunsmuir's jurisdictional boundaries and along the Headwaters of the Sacramento River.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Dunsmuir determines

1) That the creation of a Public Facilities and Services Committee is needed, and shall have the following responsibilities, duties, membership, and organizational features:

A. NAME

The name of the Committee shall be the Public Facilities and Services Committee.

B. PURPOSE

The purpose of the Public Facilities and Services Committee shall be to monitor and advise the City Council and Planning Commission of the City of Dunsmuir on policy recommendations, problems and needed action items relating to its utility enterprises (Water, Sewer, and Solid Waste), street and sidewalks, Historic District, and co-existence with the Union Pacific Railroad company.

C. MISSION

The mission of the Public Utilities and Services Committee shall be to assure that necessary planning, construction, and maintenance activities for its public services and facilities are carried

out in an efficient fashion, to maintain an active oversight of Dunsmuir's Historic District, and to continue a partnership with the Union Pacific Railroad Company to the mutual benefit of the City and the general public.

D. GOALS

The goals of the Public Facilities and Service Committee are to provide timely support, advice and recommendations to the City Council, City Planning Commission, City Manager, and related City Committees for management of existing City infrastructure and planning for new and replacement facilities and services.

E. QUALIFICATIONS

Committee members shall be residents and registered voters within the City of Dunsmuir.

F. COMPOSITION OF COMMITTEE

Effective _____ 2019 the Public Facilities and Services Committee shall consist of two City Council members and three residents appointed by the Mayor with the consent of the City Council. The City Manager, or his or her designated representative, and City Engineer shall assist the Committee, including scheduling of meetings, creation of agendas, and taking minutes.

G. TERM OF OFFICE

Appointed Committee members shall serve for a term of 2 years.

H. OFFICERS

The Committee shall select a Chair from the two Council members, and a Vice-Chair from the citizen members during the first meeting of the calendar year and those officers shall have the following duties:

The Chair shall preside over all meetings and set agendas with the direction of the City Council and City Staff.

The Vice-Chair shall perform the duties of the Chair in his/her absence.

I. MINUTES

Minutes shall be taken by City staff assigned to the Public Facilities and Services Committee, unless a Committee member is elected to perform this function.

J. MEETINGS

Meetings shall be held at least monthly at a consistent time and day each month in a consistent location. The Chair or majority of the Committee members may call a special meeting at any time. Notice of all meetings must comply with CA Government Code Section 54956. Finance Committee meetings maybe cancelled if there are no matters of business for Committee discussion or action.

K. RALPH M. BROWN ACT

All meetings of the Public Facilities and Services Committee shall be subject to the provisions of the Brown Act (Government Code 54950 et seq.).

L. QUORUM

A quorum of the Committee must be present at regular or special meetings in order to conduct business. Three members constitute a quorum. A majority of the Committee is required to approve any proposed action, other than an adjournment for lack of a quorum.

M. REMOVAL OF MEMBERS

A Committee member who is absent for two consecutive regular meetings without first obtaining authorization from the Chair, or three consecutive regular meetings may be removed by the City Council upon recommendation of the Committee. All Committee members serve at the pleasure of the City Council.

N. QUARTERLY AND ANNUAL REPORTS

The Chair of the Public Facilities and Services Committee shall make an annual summary report to the City Council on a calendar year basis regarding the status of the City's Enterprise Funds and infrastructure, including any budgetary deficiencies and recommendations to remedy them.

* * * * *

The foregoing Resolution was approved and adopted at a regular meeting of the City Council of Dunsmuir on _____, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Juliana Lucchesi, Mayor

ATTEST:

Deputy City Clerk Iskra

CITY COUNCIL AGENDA ITEM NEW BUSINESS

Item No:

Date: June 20, 2019

Subject: Designate League of California Cities voting delegate and alternate for annual conference resolutions

Please see attached request from League.

Recommendation: Move to designate voting delegate and alternate for League of California Cities Annual Conference to consider resolutions that will be presented at that time.



Council Action Advised by August 30, 2019

June 10, 2019

TO: Mayors, City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – October 16 - 18, Long Beach**

The League's 2019 Annual Conference is scheduled for October 16 – 18 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for 12:30 p.m. on Friday, October 18, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, October 4. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, October 16, 8:00 a.m. – 6:00 p.m.; Thursday, October 17, 7:00 a.m. – 4:00 p.m.; and Friday, October 18, 7:30 a.m.–11:30 a.m.. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city’s voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League’s office by Friday, October 4. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: _____

2019 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, October 4, 2019. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____

Email: _____

Mayor or City Clerk _____
(circle one) (signature)

Date _____ Phone _____

Please complete and return by Friday, October 4, 2019

League of California Cities
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Sacramento, CA 95814

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CITY COUNCIL AGENDA ITEM

NEW BUSINESS

Item No:**Date:** June 20, 2019**Subject:** Authorize funding for completion of planning and design for downtown Tank relocation and replacement project, spring improvements, water main replacements, and UV disinfection funding application

PACE engineering has updated City's plan to proceed with scheduled water projects based on needs as determined by Water Board and availability of financial assistance from several sources. In order to meet time tables established for some of these improvements planning and design work needs to be completed as soon as possible. If funding sources are successfully accessed in the future these moneys may be recovered.

The attached report from Paul Reuter fully explains the City's position of the moment. Spring improvements were not planned for 19-20 but have been pushed up to meet Water Board demands. Completion of planning and engineering and environmental work will provide the opportunity to apply for funding from sources that may not be accessible later on.

The preliminary 19-20 budget requested \$153,000 for this work. An amended request will be provided to City Council during budget discussions.

Recommendation: Move to authorize funding in the amount of \$178,000 for completion of planning and design for downtown Tank relocation and replacement project, spring improvements, water main replacements, and UV disinfection funding application



June 12, 2019

204.40

SENT BY EMAIL ONLY

citymanager@ci.dunsmuir.ca.us

Randy Johnsen, Interim City Manager
City of Dunsmuir
5915 Dunsmuir Avenue
Dunsmuir, CA 96025

Dear Randy,

Subject: WATER PROJECT FUNDING APPLICATION
Final Engineering Design Needs

As we have been discussing and as presented at the March 6, 2019 "Town Hall" meeting, PACE Engineering, Inc. (PACE) and City staff are proposing to proceed with a sizable, multi-phase water project consisting of the following elements:

- Water Main Replacements
- Downtown Tank Relocation and Replacement Project
- Spring Improvements (New Spring Wells, Collection Piping, and Emergency Chlorination)
- Potential UV Disinfection Project

The City obtained a \$500,000 Proposition 1 Planning Grant to complete 85% design of the water main improvements. However, after receiving the grant, the City began struggling with positive Coliform bacteria sampling results, albeit in very small amounts. After months of review and investigation by State Water Resources Control Board – Division of Drinking Water (DDW), a Compliance Order to replace much of its spring infrastructure and add emergency chlorination facilities was issued.

It was decided to utilize some of the Proposition 1 grant funds to perform preliminary design of these improvements, which took design funds away from the Water Main Replacements. As such, we were able to complete about 75% design of the Water Main Improvements and about 35% design of the Spring Improvements, using planning grant funds.

Going forward, it appears the Spring Improvements is the highest-rated project to receive grant funds through the Upper Sacramento-Upper McCloud Integrated Regional Water Management (IRWM) area. However, it could be up to a year before the IRWM is able to award funding agreements. That said, it is prudent to wait for this funding source to take advantage of 100% grant funds and free up funds for additional water main replacement work.

In addition, we were recently made aware of funding availability for UV disinfection projects through Proposition 50 (passed by California voters in 2002). It is a 100% grant program. UV disinfection would allow the City to inactivate any bacteria or viruses originating from its spring supply before entering the downstream distribution system. If effective, it could be used in lieu of chlorine disinfection.

If the City would like to consider a UV disinfection facility, it will need to allocate funds to prepare a funding application and environmental documentation during fiscal year 2019-20. We have not yet determined the environmental cost component but estimate the total effort (application and environmental) will cost around \$25,000. Most of this cost would be reimbursed by grant dollars if a project is funded.

The Downtown Tank Relocation and Replacement Project has been in the planning and design phases for about three years. Shortly after adopting its new water rates, the City initiated site/right-of-way acquisition, preliminary engineering, design, and environmental with its own funds. The City applied for construction grant dollars through Proposition 1, but the state has not committed funding. Currently, the design effort for this project is nearly complete.

Proposition 1 funding is not completely out of the question, but given the recent Compliance Order from DDW relative to water system disinfection, the City cannot continue to wait for Proposition 1 grant dollars.

Going forward, we are proposing the City pursue a USDA Rural Development Loan-Grant funding package to complete the following:

- Water Main Replacements - \$7.55M
- Downtown Tank Relocation and Replacement Project - \$4.35M

Per the 2015 Water Utility Rate Study, the City can afford to debt service a loan of approximately \$9.785M. Thus, the desire is to limit the total project to this amount, plus any grant dollars received by USDA. USDA offers grants up to 30% of the project cost, but it is unclear if the City will receive maximum grant. If the City is able to secure at least 18% grant, it could complete all of the Water Main Replacements we have designed under the planning grant, which is worth about \$7.55M.

For these reasons, our USDA preliminary engineering report (PER) includes more water main replacements than the City can afford with a \$9.785M loan. That way, when the grant allocation is determined, water mains can be added to the project since planning, design, and environmental will have been completed.

If the City receives more than 18% grant, it will have the ability to implement a subsequent Water Main Replacement Project without affecting planned water rates.

Since the Spring Improvements are at the top of funding priority through IRWM, it is recommended the USDA-funded project not include them. However, it is recommended the City allocate funding to complete the remaining planning and design, which is about \$73,000. This would better position the City to meet the December 31, 2020 deadline contained in the Compliance Order.

The City has already allocated funding for final design for the Downtown Tank Relocation and Replacement Project, so no additional funds are required. In order to complete the USDA funding application process, including completion of final design and bid documents for the Water Main Replacements, it is recommended the City allocate an additional \$80,000. This will allow the City to be in position to advertise for public bids by late 2019/early 2020.

In summary, it is recommended the City allocate the following funds toward completion of planning and design:

- Downtown Tank Relocation and Replacement Project: \$0
 - Spring Improvements: \$73,000
 - Water Main Replacements: \$80,000
 - UV Disinfection Funding Application: \$25,000 (optional)
- TOTAL: \$178,000**

FINANCIAL IMPACTS

The 2015 Water Utility Rate Study presented a five-year financial plan that allocated planning and design funds to implement water capital replacement projects. Over the five-year planning period, including allocations in fiscal year 2015-16, the City planned to contribute about \$1.56M of rate-generated revenue toward these efforts. To date, the City has spent (or budgeted) about \$852,000. Of this amount, \$500,000 was paid from the planning grant. Therefore, the City has contributed about \$352,000 out of the \$1.56M toward planning and design of planned capital improvements.

Of course, the City has had some major water leaks in recent years that have dipped into its capital replacement reserve, but the point is, the City should be in sound financial condition to complete remaining planning and design for these projects and may even be in position to make a cash contribution toward the projects to maximize replacement of old water mains.

Feel free to give me a call if you have questions and/or desire me to attend an upcoming council meeting to present to the council.

Sincerely,



Paul J. Reuter, P.E.
Managing Engineer