

**REGULAR MEETING  
DUNSMUIR CITY COUNCIL  
COUNCIL CHAMBERS  
5902 DUNSMUIR AVE, DUNSMUIR, CA  
MAY 21, 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**
- 2. ROLL CALL**
- 3. CLOSED SESSION**
  - A. Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: one case
- 4. FLAG SALUTE**
- 5. APPROVAL OF AGENDA**
- 6. APPROVAL OF MINUTES**
  - A. March 19, 2015 regular meeting
  - B. May 7, 2015 regular meeting
- 7. COMMITTEE REPORTS**
  - A. Water Master Plan Update and Water Rate Study Ad Hoc Committee
  - B. Big Fish program
- 8. ANNOUNCEMENTS AND PUBLIC COMMENT**

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.** 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 at the back of the meeting hall. 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. ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:**

**A. Receive and file notices of Council and Treasurer vacancies and application form showing interest in being appointed thereto**

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.

**10. 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.

**11. PUBLIC HEARING - 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 by 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

**12. OLD BUSINESS**

- A. Consideration and approval of second reading and adoption of Ordinance No. 545, An Ordinance of the City Council of the City of Dunsmuir Imposing a Transactions and Use Tax to be administered by the State Board of Equalization**
- B. Consider and authorize Mayor to execute notice of completion accepting construction work on Tauhindauli Park Viewing Platform**
- C. Consideration of proposal from City View for promotional segment on Dunsmuir as part of "America's best places to live, work and play"**
- D. Consider assigning ideas/projects list from February 28 Town Hall meeting**

**13. NEW BUSINESS**

- A. Consideration and first reading of Ordinance No. 546, An Ordinance of the City Council of the City of Dunsmuir amending the Zoning Ordinance**
- B. Consideration and adoption of Resolution No. 2015- identifying the terms and conditions for Fire Department response away from their official duty station and assigned to an emergency incident**
- C. Consider and approve closure of streets for Railroad Daze**
- D. Consider and approve amendment to contract agreement for financial services with Pamela Russell to increase work authorization to three days equivalent per week.**
- E. Consider and approve closure of streets for Dogwood Daze**

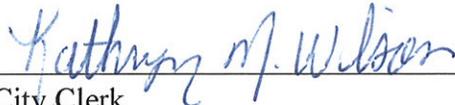
**14. ADJOURNMENT:**

**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 May 17, 2015 at 6:00 p.m.**

**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 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.

  
\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

**CITY OF DUNSMUIR  
CITY COUNCIL MEETING MINUTES  
MARCH 19, 2015**

**CALL TO ORDER:**

Meeting was called to order at 6:00 pm by Mayor Keisler.

**ROLL CALL:**

Council members present: Kelby (in attendance remotely from Bloomington, MN), Craig, Spurlock, Keisler

Council member absent: Syrrist

City staff present: Johnsen

City official present: Wilson

Flag salute.

**APPROVAL OF AGENDA:**

Motion to approve by Craig, second by Spurlock. Voice vote: 4-0-0-1, motion carried. Craig, Spurlock, Kelby, Keisler voting aye, Syrrist absent.

**APPROVAL OF MINUTES:**

A. Regular meetings of February 19, 2015 and March 5, 2015.

Motion to approve by Craig, second by Spurlock. Voice vote: 4-0-0-1, motion carried. Craig, Spurlock, Kelby, Keisler voting aye, Syrrist absent.

**COMMITTEE REPORTS:**

Council member Craig stated that the Protocols Committee is furthering its effort to complete the adoption process. He also spoke regarding the Media Committee, stating that they are waiting on Northland Cable to fix the fiber connection to put the meetings on television.

Council member Spurlock stated that the Water Rate/Master Plan Committee met earlier in the week, assigning a chair and reviewing the Master Plan and Rate Study. He stated that the committee would be bringing a recommendation to Council at the following meeting.

**ANNOUNCEMENTS AND PUBLIC COMMENT:**

AT&T contractor Preston Dickinson introduced himself and explained that he would be working in the area to help resolve any issues with AT&T.

Audience member Michael Bush stated that he did not like the new format for Public Comment, stating that he felt that it limits public input by not allowing comment on any subject. Interim City Manager Johnsen stated that the language regarding Public Comment came from the City Attorney in response to a lawsuit. He stated that it is required of all cities to comply with State law.

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**ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:**

ICM Johnsen stated that there was a problem with the agenda, and that items falling under this heading should have been placed on the consent agenda. Motion to move items A through D to the Consent Agenda by Craig, second by Spurlock. Voice vote: 4-0-0-1, motion carried.

Kelby, Craig, Spurlock, Keisler voting aye, Syrrist absent.

ICM Johnsen stated that he would be meeting with the Friends of the Library the following week.

**CONSENT AGENDA:**

A. In response to request to Senator Ted Gaines, California State Department of Parks and Recreation to contact City about Mossbrae Falls and possible tour

B. Interim City Manager to attend March 24 Friends of the Library meeting to discuss possible transactions and uses tax measure

C. Notice has been received that City is not eligible to apply for CDBG funding unless Housing Element of General Plan is updated by April 10, 2015 and certified by State Department of Housing and Community Development

D. Report by Councilman Craig on possible new website

Motion to approve Consent Agenda by Craig, second by Spurlock. Voice vote: 4-0-0-1, motion carried. Kelby, Craig, Spurlock, Keisler voting aye, Syrrist absent.

**OLD BUSINESS:**

A. Discussion and possible action on final draft City Council protocols

Review by Council Member Craig, explaining that there are only two or three sections not yet approved. He stated that there have been other revisions to the final draft based on State statutes. He recommended either adopting the protocols and making amendments, or continuing the item to another meeting in order to make changes.

Council member Kelby reviewed areas that he would like to see wording changed in section eight. He also stated that the City Clerk should identify Council Members who are attending remotely, and state from what location. He felt that the number of meetings attended remotely should be limited to two consecutive, and that the number of meetings missed in one year should be limited as well. Council member Craig suggested that if more than two were to be missed, that the Council Member receive permission from the Council.

Council Member Kelby also stated that no electronic devices should be used by any Council Member unless the information is available to all members so that everyone can see it at the same time. He stated that in the past, there were issues with Council Members texting during meetings.

Council member Craig stated that he keeps all of his notes on his cell phone, and stated that Council Members should be able to pull up notes. He stated that it should be sufficient to say 'please turn off cell phones.'

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ICM Johnsen stated that he was not sure that the number of remote meetings could be limited, he stated that once the right was provided, he did not feel that it could be regulated. He stated that regarding cell phone use, the agenda already states that everyone must turn off their cell phones, which would include members of the Council. ICM Johnsen suggested that Council Member Kelby email his suggestions, and that he work with the subcommittee prior to the following meeting.

Motion to continue the item to the next meeting by Craig, second by Spurlock. Voice vote: 4-0-0-1, motion carried. Kelby, Craig, Spurlock, Keisler voting aye, Syrrist absent.

Audience member Michael Bush stated that he felt that the protocols are damaging to public input as they are too-comprehensive. He stated that that the issue is becoming complicated, and that people will be unsure when they can and can't speak. He stated that simplified rules are a good idea, and that he does not want to see it made so complicated that it hurts the process. ICM Johnsen stated that the purpose of the protocols is to direct the Council how to act under the Brown Act, not to control or limit how the public can participate.

B. Discussion and authorization to make final payment to Dunton Construction Inc. for work on Tauhindauli Park Viewing Platform, and authorize request for payment of overages on this project from Tauhindauli Park and Trail Endowment Fund

ICM Johnsen stated that the overages amount to a little over \$10,000, which are non-participating costs, not eligible for the grant. He stated that the costs were intended to be covered by the Endowment Fund, and that he has an address to submit costs to. He stated that once the contractor is paid, the City will submit reimbursement to the State as well as to the fund for overages.

Motion to approve by Craig, second by Spurlock. Roll call vote:

Ayes: 4 Craig, Spurlock, Kelby, Keisler

Noes: 0

Abstain: 0

Absent: 1 Syrrist 4-0-0-1, motion carried.

**NEW BUSINESS:**

A. Discussion and authorization for Interim City Manager to execute contract for Wage compliance monitoring services for construction work on Community Center and Replacement of Water Mains

ICM Johnsen stated that Mr. Jim Cook was not ready to bring a recommendation, and requested continuation to the following meeting.

B. Receive and consider possible future action(s) on report from February 28, 2015 Community Meeting

Council member Craig discussed the Community Meeting, and explained the top concerns of citizens, including: New events, waste reduction, economic development, and marketing. He stated that this was a collection and prioritization of ideas, and that it is up to the Council what to do next.

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Mayor Keisler suggested having another meeting to enhance the major topics.

Audience member Mike Robinson stated that the burning of leaves in the community is driving people away and costing his business customers. He stated that he has noticed local people walking with masks on due to the condition of the air from leaf burning.

Audience member Arlis Steele stated that the City needs to use what it has to offer, putting its efforts towards tourism.

Audience member Linda Gnesa agreed with Mr. Robinson regarding the leaf-burning, stating that people need to be re-informed on regulations.

Council discussion.

ICM Johnsen suggested Council refer the list to staff to determine what can be worked on now versus what is more long-term. Council agreed, staff directed.

C. Review, discussion and possible action on City Council committees and assignments

ICM Johnsen stated that one Council Member had requested the creation of two new committees, he suggested reviewing existing committees to ensure that there are no overlapping assignments.

Sheriff's Deputy Chris Rees stated that the Public Safety Committee contract states that there will be monthly meetings. He stated that this is a vitally important committee created for the exchange of information and discussion of statistics, trends, concerns, and to determine the needs of the City. He stated that he would like to see the meetings start again.

Mayor Keisler suggested directing Mr. Johnsen to set up a meeting in the next few days.

Council Member Craig stated that the committee has a set date of the third Wednesday each month. Discussion.

Council Member Craig proposed the creation of two task forces or ad-hoc committees pertaining to the airport and to solid waste. Brief discussion. Council referred the item to staff for direction.

D. Discussion and possible action on Resolution granting consent to the County of Siskiyou to form the Siskiyou County Tourism Improvement District (SCTID)

Siskiyou County Economic Development Council representative Tonya Dowse reviewed the assessment, explaining that it is not a tax, but an assessment district. She explained that the purpose is to identify a sector of businesses that can assess itself to support its industry. She explained that the assessment is collected by hotel owners and managers who decide how to spend the funds. She stated that Siskiyou County has voted to create the district, and that the Resolution requests Dunsmuir to join the district. Ms. Dowse explained that the district will operate as a public entity subject to Brown Act Laws. She reviewed the marketing strategy, and explained that it would be several months before any action would be taken.

Mt. Shasta Chamber of Commerce Director Jim Bullins stated that by self-assessing visitors 2%, they would be able to create a marketing plan to fill businesses and advance tourism.

Marcie Winston of Mt. Shasta's Tree House expressed wholehearted support, and stated that the assessment will allow the businesses the means to get tourists into the County.

Recreation and Parks Director Mike Rodriguez expressed support for the program.

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Ms. Dowse stated that the program has a five year sunset date so that the program dies if the businesses aren't satisfied.

Sandra Palmer of Yreka's Best Western hotel expressed support and explained that the Board will be made up of representatives from all areas.

Cave Spring's owner Louie Dewey expressed support, stating that the assessment will put the money back where it was supposed to go in the first place, promoting tourism.

Motion to approve by Craig, second by Spurlock. Brief discussion. Voice vote: 4-0-0-1, motion carried. Kelby, Craig, Spurlock, Keisler voting aye, Syrrist absent.

E. Discussion and possible action regarding referring to the Dunsmuir Parks and Recreation District Board of Directors investigation of possible use of City property as Bent Rail Park Review by ICM Johnsen, explaining that he was approached by a citizen for support. He stated that prior staff has requested a more formal presentation, and that he has suggested that she seek help from the Park and Rec District.

Linda Gnesa, citizen behind the project, reviewed the property. She stated that the City is required to maintain the property, and that there is a limit as to what can be done with the property. She suggested sending the idea to the Park and Rec to discuss the property as a disc golf course and mountain bike trail.

Audience member Arlis Steele expressed concern about luring kids outside the City limits in an area where there are no sidewalks, and asked about what liability the City is taking on. He stated that the area is known for transients, and stated that the Council really needs to look at the item.

Ms. Gnesa stated that the STAGE bus comes to Manfredi's, and that the City holds no responsibility for liability.

Council member Kelby stated that the City owns the property, but that it is not within city limits. He stated that the natural next step would be for Ms. Gnesa to work with the Park and Rec District.

Discussion.

Council directed staff to authorize a written request to the Dunsmuir Park and Rec District Board of Directors to assist Linda Gnesa in preparing a formal presentation.

**ADJOURNMENT: 8:30 pm**

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**Mayor Keisler**

**ATTEST:**

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**City Clerk Wilson**

**CITY OF DUNSMUIR  
CITY COUNCIL MEETING MINUTES  
MAY 7, 2015**

**CALL TO ORDER:**

Meeting was called to order at 6:00 pm by Mayor Keisler.

**ROLL CALL:**

Council members present: Craig, Spurlock, Syrrist, Keisler

City staff present: Johnsen

City official present: Wilson

Mayor Keisler requested a moment of silence for Dunsmuir citizen and Planning Commissioner Rick Galassi, who recently passed away.

Flag salute.

**APPROVAL OF AGENDA:**

Motion to approve the agenda by Craig, second by Spurlock. Voice vote: 4-0-0-0, motion carried. Craig, Spurlock, Syrrist, and Keisler voting aye.

**APPROVAL OF MINUTES:**

December 5, 2014

April 16, 2015

Council member Craig requested a change to the April minutes, asking that the minutes be made clear that Mayor Keisler had appointed Council Member Syrrist to the trail committee.

Motion to approve minutes as amended by Craig, second by Spurlock. Voice vote: 4-0-0-0, motion carried. Craig, Spurlock, Syrrist, Keisler voting aye.

**COMMITTEE REPORTS:**

A. Water Master Plan Update and Water Rate Study Ad Hoc Committee

Council member Spurlock reviewed the previous meeting and explained that PACE Engineering will be creating scenarios for the committee to work through at the next meeting.

B. Finance Committee meeting

Interim City Manager Randy Johnsen explained that there is currently no quorum for this committee.

**ANNOUNCEMENTS AND PUBLIC COMMENT:**

Audience member David Edmondson stated that he had met with the ICM to inquire about the process of applying for the Economic Development Block Grant/Community Development Block Grant revolving loan fund. He stated that ICM Johnsen had explained that there had been no progress, and that he was not going to recommend moving forward with the program. Mr. Edmondson stated that the program had been approved by Council two months prior, and he wanted to know if policy had changed, or if the program could move forward.

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Audience member Dr. Aaron Stutz stated that he was opening a new business in Dunsmuir called Mountain Medics. He explained that they are a wildfire and medical disasters and ambulance company. He stated that their application for ambulance service is currently under review and would be before the Board of Supervisors the following Tuesday. He stated that they will determine if they can be an ambulance service, and if so, to what capacity. Dr. Stutz stated that he was hoping to have the support of the City.

Audience member and FireWhat? CEO Sam Lanier expressed support for the Mountain Medics, explaining that they recently hosted a class of 30 and would be hiring approximately 25 people. Mr. Lanier stated that FireWhat? has been working with kids at the Dunsmuir Elementary and High Schools to learn GIS mapping. He explained that they have currently been working mapping damaged areas of Nepal, and that these maps are being used by rescue teams to locate missing people. Mr. Lanier stated that his business is being presented with a lot of opportunity in the near future, and that if fiber optic was not going to be available in Dunsmuir, it would create a major issue. He asked that Council make this a priority for future economic growth. Mr. Lanier also asked that Council consider putting in a security gate and system at the airport, as there is a lot of equipment stored in the area.

Shasta Forest Sweets and Things owner Wayne Meredith stated that he has been taking his fudge to county and state fairs in Northern California and Southern Oregon for a few years. He stated that he has been considering making a video presentation that would showcase his and other businesses in the City. He reviewed the process of making the video, and stated that he would be meeting with the Chamber of Commerce the following week. He stated that he would be looking for some financial support from the City, but he did not know the amount yet.

Audience member Peter Arth asked that the Council start aiming higher on behalf of the business and residential customers in Dunsmuir. He stated that the City used to have CDBG grants to help build business and grow jobs. He stated that it lets down the community not to proceed with water rates. Mr. Arth stated that California is in a drought, and Dunsmuir should be coming up with conservation oriented rates. He encouraged Council to establish goals and get the grant program back.

Siskiyou County Sheriff's Sergeant Chris Rees reviewed the fiscal year-to-date stats as well as the April statistics. He reviewed the date and time of the next Neighborhood Watch meeting.

Audience member Leslie Wilde stated that she has been trying to track down the minutes of July 3, 2014, but no one seems to know where they are, and that they are not on the website.

Chamber Director Richard Dinges reviewed that date and time of the Business of the Year dinner. He stated that FireWhat? has received the Business of the Year award, Siskiyou Arts Museum has received the non-profit award, and Bob Grace is the recipient of the Business Ambassador award.

**ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:**

A. Receive resignations from Vice Mayor Dick Kelby and City Treasurer Mabel Kelby effective May 7, 2015

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Motion to receive resignation from Vice Mayor Kelby by Craig, second by Syrrist. Voice vote: 4-0-0-0, motion carried. Craig, Spurlock, Syrrist, Keisler voting aye.

Motion to receive resignation from Treasurer Kelby by Craig, second by Syrrist. Voice vote: 4-0-0-0, motion carried. Craig, Spurlock, Syrrist, Keisler voting aye.

Mayor Keisler commended FireWhat? for their work done with the kids of the City, stating that the maps created were used to save four lives. He requested that the Council consent to authorizing the ICM to have plaques created for the Elementary and High Schools, and FireWhat? recognizing their achievement. He also stated that the kids should receive certificates. ICM Johnsen directed by Council.

Mayor Keisler asked that the Council consent to giving the family of Rick Galassi a certificate or plaque recognizing his wholehearted dedication in the City of Dunsmuir.

Council member Craig stated that the Kelby's should also be recognized. ICM Johnsen directed by Council.

Council member Spurlock asked if the City could install shut-offs for the drinking fountains. Short discussion. ICM Johnsen directed to look into the matter.

Council member Spurlock invited the public to cut short their water use, stating that the City sets an image and should acknowledge that it is in the same boat as the rest of California.

Council member Craig stated that establishing goals toward water rates is a good idea, and will be done with PACE Engineering. He stated that the process is moving forward, and invited more public to attend the meetings. He stated that the committee is getting closer to a solution to have equitable rates in the future, and to have an updated Master Plan.

Council member Syrrist wished Dick and Mabel Kelby luck in their future endeavors.

**B. Report from Railroad Days Committee**

Committee representative Sandra Hood reviewed the dates of this year's Railroad Days. She stated that there will be Amtrak train cars and some Union Pacific equipment present. She reviewed activities, including a parade, vendors, soapbox derby, and river run.

Council member Craig asked ICM Johnsen if the efficacy of the CDBG revolving loan program was dependent on the update of the Housing Element. ICM Johnsen explained that the program could not be started until the financials were brought current and consistent. He stated that they have been submitted to the State, and that the item will be on the next agenda for discussion. He stated that there is insufficient staff to manage the program at this time.

Council member Craig stated that the Council did vote to create the program. Mr. Johnsen stated that he did not have that information, and that the City was ineligible until the financials were brought consistent. He reiterated that he did not feel that there was sufficient staff to support program managing. Discussion.

**CONSENT AGENDA:**

A. Receive and file notice of increase in School fees a part of building permit

B. Receive and file notice of Pacific Power's request to increase rates for the costs related to wildfires in 2014 and reducing risks of fires from company-owned facilities

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C. Approve April Check Register

Motion to approve the Consent Agenda by Craig, second by Spurlock. Voice vote: 4-0-0-0, motion carried. Craig, Spurlock, Syrrist, Keisler voting aye.

**PUBLIC HEARING:**

A. Approval of Second Reading and Adoption of Ordinance No. 544, And Ordinance Adopting the Dunsmuir City Code

Review by ICM Johnsen.

**Public Hearing Open: 6:50 pm**

Audience member Leslie Wilde stated that she had previously tried to repeal Ordinances, and had found that several Ordinances had never been published, which made them invalid. She stated that she had filed a writ to challenge three Ordinances, and stated that a fine structure was created. Ms. Wilde expressed outrage that the Council would come after citizens with multiple citations, and stated that she was acquitted of all of them. She stated that Council did not have to pass this ordinance and reinvigorate the other "terrible and bad Ordinances," and that Council could just let them die.

**Public Hearing Closed: 6:55 pm**

Council member Craig stated that Ms. Wilde did look in to issues in the past, but that she did not deal with the issues appropriately. He stated that in order for the City to have a legitimate code, the only course of action would be to pass this Ordinance. He stated that if other Ordinances are inappropriate, they could be revisited later. Discussion

Motion to read by title and number only and waive full reading by Craig, second by Syrrist. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Keisler

Noes: 0

Abstain: 0

Absent: 0 4-0-0-0, motion carried.

Motion to approve second reading and adopt Ordinance no. 544, and Ordinance of the City Council of the City of the City of Dunsmuir, California, adopting the Dunsmuir City Code by Craig, second by Spurlock. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Keisler

Noes: 0

Abstain: 0

Absent: 0 4-0-0-0, motion carried.

B. Consider request for Transactions and Use Tax to be placed on November 2015 ballot; first reading of Ordinance no. 545; and set May 21, 2015 for second reading and adoption of Ordinance no. 545

ICM Johnsen reviewed the tax, explaining that the money would be allocated to the City and the Council would have to determine how to spend it. He explained agencies would submit requests each year, and stated that if Council only spent it on the library and Park and Rec, it

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could be considered a special tax. Discussion.

**Public Hearing Open: 7:08 pm**

Friends of the Library Board member Tim Holt stated that the Board is in support of the ballot measure, and explained that the library has been surviving on donations, fundraisers, and pledges. He stated that the Board does not expect to receive all of the proceeds, but does expect to receive a substantial portion. Mr. Holt stated that if the voters understand that the tax is mostly for the library, they are more likely to support it.

Friends of the Library member Candace Miller reviewed the hours the library is open and its expenses. She stated that the library is in search of sustainable funding, and that it would be equitable for the City to support the library. Ms. Miller stated that the Board would like to see the library hours extended and adult and children's programs created.

Audience member Mark Ostrum expressed support for the library, and reviewed the importance of 3-D printers in the future.

Park and Recreation Director Mike Rodriguez encouraged Council to support the tax stating that it would provide support for two important agencies.

Audience member Linda Gnesa expressed support for the tax, stating that the library gives kids something to do.

Audience member Michael Bush expressed support for the tax and encouraged Council to put it on the ballot.

**Public Hearing Closed: 7:20 pm**

Council member Craig reiterated that the money could not be earmarked for any specific agency, and that later Councils may choose to do something else with the money.

ICM Johnsen stated that every year, Council should advertise for requests and consider them all. Discussion.

Motion to approve reading of Ordinance No. 545 by number and title only by Craig, second by Spurlock. Roll call vote:

Ayes: Craig, Syrrist, Spurlock, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 4-0-0-0.

Motion to approve first reading of Ordinance No. 545, An Ordinance of the City Council of the City of Dunsmuir Imposing a Transactions and Use Tax to be administered by the State Board of Equalization by Keisler, second by Craig. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 4-0-0-0.

Motion to set May 21, 2015 for second reading of Ordinance No. 545 and consideration of adoption thereof by Keisler, second by Craig. Roll call vote:

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Ayes: Craig, Spurlock, Syrrist, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 4-0-0-0.

C. Consider and determine if replacement of current Council and Treasurer vacancies to be by appointment or special election

Review by ICM Johnsen, stating that if Council chose election, the item would be on the ballot in November. He reviewed the appointment process.

**Public Hearing Open: 7:30 pm**

Audience member Arlis Steele expressed support for appointment.

Audience member Bruce Deutch put his name forward as a possible candidate and reviewed his background, stating that he would like to be considered.

**Public Hearing Closed: 7:35 pm**

Council member Spurlock stated that he would be in favor of the appointment process. Council members Syrrist and Craig agreed.

Motion to appoint Council member by Craig, second by

Syrrist. Voice vote: 4-0-0-0, motion carries.

Staff directed to post and advertise notice of request for applicants and qualification requirements in the same manner as notices for Public Hearings for not less than 15 business days, set date to interview applicant-candidates for June 4, 2015 regular meeting.

Motion to appoint Treasurer by Keisler, second by Syrrist. Voice vote: 4-0-0-0, motion carried, Craig, Syrrist, Spurlock, Keisler voting aye. Staff directed to advertise for both positions.

**OLD BUSINESS:**

A. Consideration and adoption of City Council protocols

Motion to continue consideration and adoption of City Council protocols to May 21, 2015 regular meeting by Craig, second by Syrrist. Voice vote: 4-0-0-0, motion carried, Craig, Syrrist, Spurlock, Keisler voting ayes.

B. Consider and approve Airport and Solid Waste Committee purpose statements and appoint Council representatives

Review by ICM Johnsen. Discussion.

Motion to approve draft purpose statements for Airport and Solid Waste Committees by Craig, second by Syrrist. Voice vote: 4-0-0-0, motion carried, Craig, Spurlock, Syrrist, Keisler voting aye.

Syrrist appointed as Council representative to the Airport Committee. Craig appointed as Council representative to the Solid Waste Committee. Staff directed to advertise for applicants for the committees.

**MAY 7, 2015**  
**CITY OF DUNSMUIR MEETING MINUTES**  
**PAGE 7**

**NEW BUSINESS:**

A. Consider and adopt Resolution 2015-10 opting to affirm an exemption from the requirements of mandatory commercial organics recycling  
ICM Johnsen reviewed the item, explaining that the City is eligible to be exempt, and suggested that Council refer the item to the Solid Waste Committee for review.

Motion to adopt Resolution 2015-10 opting to affirm an exemption from the requirements of mandatory commercial organics recycling by Craig, second by Spurlock. Voice vote: 4-0-0-0, motion carried, Craig, Syrrist, Spurlock, Keisler voting aye.

B. Consider report on Big Fish program and provide direction regarding 2015 program  
ICM Johnsen reviewed the item, explaining that Fish and Game will still be stocking the river, but that they are stocking less this year due to funding and lower water levels. He stated that Fish and Game has no objection to the City stocking as long as the habitat can support it. Big Fish Committee member Richard Dinges stated that the committee has not met in a couple of months. He reviewed that he is in favor of continuing the program, and would like to see sponsors and the City contribute for marketing and prizes. He stated that he would like to see the program funded, and that if the City can't provide personnel or equipment, he would like to see the item put out for proposal.

Big Fish Committee member Brian Wilson stated that the Committee is trying to develop consistency. He stated that every year, the program requests funds from the City, and that he would like to see the program become more self-sustaining. Mr. Wilson stated that as the employee that plants the fish, it has been extremely hard on his body each year. He reviewed that process of collecting and planting the fish. He stated that Public Works is down to two employees, and that if he is gone a day planting fish, it puts a hardship on the department. He stated that he would like to see the program continued, and suggested that the City put the item out for bid to see if it can be done for less cost, and encouraged the City to find someone who can do the public relations portion of the program. Mr. Wilson stated that there are several fly-fishing clubs that love the program. He stated that if the program is discontinued, they may opt to fish elsewhere, creating a loss for local businesses.

Audience member Arlis Steele stated that he has heard a lot of positive feedback from fishermen regarding the program. He stated that the bigger fish planted in the program make fishermen more enthusiastic, and stated that local businesses benefit from the program.

Audience member Linda Gnesa stated that everyone she talks to loves the program, and encouraged the City to continue with it.

Audience member Carolyn Rivard stated that a lot of people bring their children to Dunsmuir to fish, and that it would be a big disappointment if there was no program.

Audience member Michael Bush expressed support for the program.

Council discussion. ICM Johnsen suggested that staff contact Committee members to determine if they want to continue to serve. He stated that the application for the permit to plant fish needs to be started right away. Mr. Wilson suggested that Council appoint a member to the Committee.

**MAY 7, 2015**  
**CITY OF DUNSMUIR MEETING MINUTES**  
**PAGE 8**

Discussion. Staff directed to work on the permit process and contact members of the Committee. Mayor Keisler volunteered as the Council representative to the Big Fish Committee.

C. Consider and approve short term agreement for media services

Council member Craig reviewed the item, stating that he would like more time to look at other options, but in the meantime, would like meetings to be broadcast.

Discussion.

Motion to authorize the Mayor to accept and execute the agreement by Craig, second by Spurlock. Roll call vote:

Ayes: Craig, Syrrist, Spurlock, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 4-0-0-0.

D. Consider report on Solid Waste operations and fund balance and provide direction thereon  
ICM Jonsen reviewed the item, explaining that there is a surplus. He recommended that Council evaluate what is an appropriate rate, and to use up the surplus. He stated that he could bring a list of possible projects, or the Council could refer the item to the Solid Waste Committee. Discussion.

Council directed staff to come back with a preliminary rate adjustment and list to spend down the surplus, and to refer remaining issues to the Solid Waste Committee.

E. Consider proposal from "City View" for Dunsmuir participation in Discover America series to air on Discovery Channel and regional ABC and FOX broadcast stations

ICM Johnsen reviewed the item, explaining that the video would be a five-minute promotional video costing approximately \$19,800.

Audience member Richard Dinges stated that five minutes would be a long video, and was not sure what it would be used for, unless broken into segments.

Audience member David Edmondson suggested talking to other cities that have had the video made to see how they felt about it.

Audience member Greg Messer stated that there are local videographers that could do the same thing, and suggested staying local.

Short discussion. Motion to continue the item to the next meeting by Mayor Keisler, second by Spurlock. Voice vote: 4-0-0-0, motion carried, Craig, Spurlock, Syrrist, Keisler voting aye.

F. Consider and authorize City Manager to execute monthly services agreement with ACME Computer for maintenance of City computers

Review by ICM Johnsen.

Audience member Greg Messer stated that he has worked with ACME, and that they are not the least expensive company. He suggested that other companies be looked at, and the item be put out to bid.

ICM Johnsen stated that the City has worked with ACME for quite a while. He reviewed that they are a company of many employees, and that many other services only have one person.

**MAY 7, 2015**  
**CITY OF DUNSMUIR MEETING MINUTES**  
**PAGE 9**

Audience member Richard Dinges stated that he has worked with ACME for several years, and that although they are not the cheapest, they are very reliable.

Council discussion.

Motion to authorize Interim City Manager to execute professional service agreement with ACME computer by Spurlock, second by Craig. Voice vote: 4-0-0-0, motion carried, Craig, Syrrist, Spurlock, Keisler voting aye.

G. Consider request for monetary assistance to support May 23, 2015 Dogwood Daze, adoption of Resolution No. 2015-11.

Review by ICM Johnsen. Dogwood Daze representative Richard Dinges stated that the request for assistance was to pay for the rental of port-a-potties. ICM Johnsen stated that the Resolution stated that the funds would be used to advertise and promote the event, and recommended amending the Resolution.

Motion to adopt Resolution No. 2015-11, amending it to include port-a-potties, authorizing financial support to the 2015 Dogwood Daze Committee by Craig, second by Syrrist. Roll call vote:

Ayes: Craig, Spurlock, Syrrist, Keisler

Noes: 0

Abstain: 0

Absent: 0 Motion carried, 4-0-0-0.

H. Consider request for closure of Spruce Street between Dunsmuir Avenue and Shasta Street on Thursdays from June 4 to October 1, 2015, between 1 pm and 8 pm to allow Dunsmuir Farmer's Market

Review by representative David Edmondson, explaining that they have been there for four years with no previous problems. Council approved, staff directed.

I. Consider reorganization of City Council to replace Vice Mayor and current council appointments to committees previously assigned to Dick Kelby

Mayor Keisler nominated Spurlock as Vice Mayor, second by Craig. Council Member Spurlock appointed by unanimous acclaim, there were no further nominations.

Committees reviewed. Spurlock assigned to Public Facilities and Services, Syrrist to Finance and IRWMP, Craig to SCORE.

Motion to dissolve the City Manager and CFO Process Committee by Keisler, second by Craig. Voice vote: 4-0-0-0, motion carried, Craig, Syrrist, Spurlock, Keisler voting aye.

**ADJOURNMENT: 9:31 pm**

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**Mayor Keisler**

**ATTEST:**

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**City Clerk Wilson**

**Public Notice**  
**Of Unscheduled City Council and City Treasurer Vacancies**

**Opportunity to serve on the City Council**  
**Opportunity to serve as City Treasurer**

**NOTICE IS HEREBY GIVEN**, pursuant to California Government Code that unscheduled vacancies exist for the following:

**City Council** – one position with term expiring November 2016  
**City Treasurer** – one position with term expiring November 2016

Applications for these vacancies of elected positions with the City of Dunsmuir are being accepted through Friday, May 29, 2015 at 4:30 p.m. Applicants will be asked to appear before the City Council at their June 4, 2015 regular meeting to answer questions posed by the City Council regarding qualifications and desire to serve. Questions may also be posed by public present at the meeting.

Applicants for the City Council vacancy must be at least 18 years of age and a resident of the City of Dunsmuir. The City Council presently meets the first and third Thursdays of each month and conducts in open session all business of the City.

Applicants for the City Treasurer vacancy must be at least 18 years of age and a resident of the City of Dunsmuir. The City Treasurer reviews all financial information of the City and makes periodic reports thereon to the City Council. The duties of the City Treasurer are set in State Law.

Applications may be obtained at City Hall, 5915 Dunsmuir Avenue, or on the City's Website at [ci.dunsmuir.ca.us](http://ci.dunsmuir.ca.us) or by requesting a mailed copy by calling (530) 235-4822 x 101. Applications must be received at City Hall no later than 4:30 p.m. on Friday, May 29, 2015 to be eligible for consideration for appointment by the City Council.

I, Julie Iskra, Deputy City Clerk of the City of Dunsmuir, do hereby certify that I caused to be posted the foregoing Notice on the 8<sup>th</sup> day of May, 2015 pursuant to the requirements of the California Government Code and Dunsmuir City Council protocols.

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Julie Iskra, Deputy City Clerk

Documents: Notice of vacancy council treasurer

# APPLICATION FORM FOR CITY COUNCIL OR CITY TREASURER

## City of Dunsmuir 2015

1. Are you at this time over 18 years of age?     Yes     No

2. Are you are resident of the City of Dunsmuir?     Yes     No

If yes, please provide address where you reside \_\_\_\_\_

3. Please indicate the office for which you are applying  
       City Council     City Treasurer

4. Please indicate why you wish to serve in the office you have indicated above.

5. Please indicate why you feel qualified to serve in the office you have indicated above.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

## **NOTICE OF VACANCIES**

### **City Council Member and City Treasurer**

The City of Dunsmuir is seeking applicants to fill the unexpired terms of the office of Councilmember and City Treasurer, both expiring December 2016.

The qualifications for these offices are that applicants must be a least 18 years of age, and must reside within the Dunsmuir city limits.

Application for appointment to these offices can be obtained at Dunsmuir City Hall, 5915 Dunsmuir Avenue, or by mail by calling 235-4822 x 101, or on the City's web page at [ci.dunsmuir.ca.us](http://ci.dunsmuir.ca.us). Applications must be received at City Hall by 4:30 p.m. on Friday, May 29, 2015 to be eligible for consideration by the City Council at their June 4, 2015 regular meeting.

# City Council Agenda Item

## Interim City Manager Staff Report

### Old Business

**Item No:** 12.A.  
**Date:** May 21, 2015  
**Subject:** Consideration and approval of second reading and adoption of Ordinance No. 545, An Ordinance of the City Council of the City of Dunsmuir Imposing a Transactions and Use Tax to be administered by the State Board of Equilization

First reading of Ordinance No. 545 was completed at your May 7 regular meeting. During the public hearing several supporters of a Transactions and Use Tax spoke. These supporters were primarily supporting Library and Recreation/Parks activities.

The draft Ordinance provides for a general tax for 10 years at ½ cent. It is estimated when fully imposed it should generate about \$36,000 annually.

If adopted the ordinance will be forwarded to County with request for inclusion in November election. The cost of the election is estimated to be about \$10,000. It will also be forwarded, again, to Board of Equilization for another review and approval, and for their staff to track processing by County.

**Recommendation:** Move to read Ordinance No. 545 by number and title only (must be unanimous vote or Ordinance must be read in its entirety) (Requires Roll Call Vote)

Move to approve second reading and adopt Ordinance No. 545, An Ordinance of the City Council of the City of Dunsmuir Imposing a Transactions and Use Tax to be administered by the State Board of Equilization. (Requires Roll Call Vote)

**ORDINANCE NO. 545**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR  
IMPOSING A TRANSACTIONS AND USE TAX  
TO BE ADMINISTERED BY THE  
STATE BOARD OF EQUALIZATION

Section 1. TITLE. This ordinance shall be known as the City of Dunsmuir Transactions and Use Tax Ordinance. The City of Dunsmuir hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

Section 2. OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

Section 3. PURPOSE. This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

Section 4. CONTRACT WITH STATE. Prior to the operative date, the City shall contract with the State Board of Equalization to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the State Board of Equalization prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 5. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 0.500% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

Section 6. PLACE OF SALE. For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

Section 7. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 0.500% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 8. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

Section 9. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Section 10. PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

Section 11. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 12. AMENDMENTS. All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

Section 13. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 14. SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 15. EFFECTIVE DATE. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately.

Section 16. TERMINATION DATE. The authority to levy the tax imposed by this ordinance shall expire ten (10) years after the tax takes effect.

INTRODUCED and first read at a regular meeting of the City Council of the City of Dunsmuir on the 7<sup>th</sup> day of May, 2015 by the following vote:

AYES: Craig, Syrrist, Spurlock, Keisler  
NOES: None  
ABSTAIN: None  
ABSENT: None

FINAL PASSAGE AND ADOPTION by the City Council of the City of Dunsmuir, State of California, on the 21<sup>st</sup> day of May, 2015, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

\_\_\_\_\_  
Dave Keisler, Mayor

\_\_\_\_\_  
Kathryn Wilson, City Clerk

ord\_City  
(rev 05/04)

**City Council Agenda Item**  
**Interim City Manager Staff Report**  
**Old Business**

**Item No:** 12.B.  
**Date:** May 21, 2015  
**Subject:** Consider and authorize Mayor to execute notice of completion accepting construction work on Tauhindauli Park Viewing Platform

Caltrans has asked for additional form to be completed to facilitate close out of grant. This form will be included in FROE (Final Report of Expenditures)

**Recommendation:** Move to authorize Mayor to execute Notice of Completion for construction work on Tauhindauli Park Viewing Platform.

## NOTICE OF COMPLETION

**NOTICE IS HEREBY GIVEN**, that as to the contract heretofore awarded by the City Council of the City of Dunsmuir to Dunton Construction for the following work to wit:

Construction of Tauhindauli Park Viewing Platform  
Funded by Transportation Enhancement (TE) grant  
Project No. RPSTPLE-5183(005)

All work was completed in the City of Dunsmuir, Siskiyou County, State of California and accepted by the City Council of the City of Dunsmuir at their regular meeting of May 21, 2015. The City Engineer determined that the work by Dunton Construction was complete as of October 6, 2014 and no liens are outstanding.

For the City Council

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Dave Keisler, Mayor

It is hereby certified and attested that the above action was considered and approved by the City Council of the City of Dunsmuir at its regular meeting held 21 May, 2015.

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Kathryn Wilson, City Clerk

# City Council Agenda Item Interim City Manager Staff Report

~~New Business~~  
OLD

12.C.  
Item No: ~~13.E.~~ 21  
Date: May 7, 2015  
Subject: Consider proposal from "City View" for Dunsmuir participation in Discover America series to air on Discovery Channel and regional ABC and FOX broadcast stations

As reported verbally at your last meeting, Mayor and Interim City Manager were requested and did listen to telephone solicitation. "City View" is a production company that works with local entities to advertise. They are presently looking for partners to sponsor segments for their program "America's Best Places to Live, Work and Play" as part of their "Discover America" series.

The total "scheduling" fee is \$19,800 which allows them to come to Dunsmuir, interview long term residents, city officials, record events and parades, record landscapes and historic buildings, etc. Their work is then edited into a 5 minutes segment. This segment would be aired one time nationally on Discovery Channel Transponder and 19 times regionally on ABC and FOX broadcast stations and/or Regional News Networks in many of the top 100 markets nationwide based on viewer demographics.

The 5 minutes segment would be the property of the City and could be used in any manner the City decides.

This was announced at your last meeting with the thought that others may wish to sponsor this effort to help advertise Dunsmuir. At this time no one has stepped forward.

**Recommendation:**

*caution to not act*

## City Manager

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**From:** City Manager  
**Sent:** Friday, May 08, 2015 5:07 PM  
**To:** bigdave.keisler@yahoo.com; 'Josh Spurlock'; 'Bryce Craig'; 'nickclaytonsyrrist@gmail.com'  
**Subject:** FW: From the offices of Lane Greenbank - City View

This provides link to their work

Randy

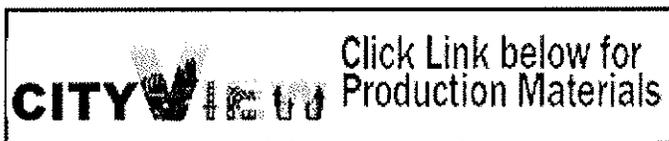
**From:** Lauren Rose [mailto:lrose@watchcityview.com]  
**Sent:** Wednesday, April 15, 2015 11:59 AM  
**To:** bigdave.keisler@yahoo.com; City Manager  
**Subject:** From the offices of Lane Greenbank - City View

April 15, 2015

Dave Keisler  
Randy Johnson  
City of Dunsmuir, CA  
[bigdave.keisler@yahoo.com](mailto:bigdave.keisler@yahoo.com)  
[citymanager@ci.dunsmuir.ca.us](mailto:citymanager@ci.dunsmuir.ca.us)

Dear Dave and Randy,

Based on our conversation, below is the link to the online production materials we discussed.



<http://watchcityview.com/emcvpk/e-pack/>

We are finalizing the scheduling for “City View” and, more specifically, our segments for the 2015 season. We are interested in City of Dunsmuir, CA for a five (5) minute segment on topics, trends and issues related to “America's Best Places to Live, Work and Play” in our “Discover America” series.

This segment will air one (1) time nationally on Discovery Channel Transponder and nineteen (19) times regionally on ABC and FOX broadcast stations and/or Regional News Networks in many of the top 100 markets nationwide based on viewer demographics, interests and the distribution checklist. As discussed, “City View” has no direct affiliation with the networks on which it airs.

\$19,800 USD is the total scheduling fee. Keep in mind, the Senior Producer will go over timing and visual aspects of the segment and answer any questions you may have with the project.

The Senior Producer and I will speak to you on Friday, May 8th at 11:00 a.m. PDT.

Regards,

Lane Greenbank  
Associate Producer  
City View  
954-509-7246  
<http://watchcityview.com>

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# City Council Agenda Item

## Interim City Manager Staff Report

### Old Business

**Item No:** 12.D.  
**Date:** May 21, 2015  
**Subject:** Consider assigning ideas/projects list from February 28 Town Hall meeting

At your March 19, 2015 regular meeting staff was asked to provide an organization for the ideas/projects presented, discussed and rated by those attending the February 28, 2015 Town Meeting. What has shaken out is assigning ideas/projects for evaluation to existing and suggested committees of the City Council and other existing organizations. There are a few ideas left over.

Assign the following to **Economic Development/Tourism Committee** and request support from Chamber of Commerce on most

- Attract new businesses downtown
- Provide incentives for new businesses to move here
- Provide public/private venture capital fund
- Re-market town image
- Travelers Hotel
- Window painting in downtown commercial district
- Attract families (more kids to our schools)
- Eco Tourism promotion
- Marketing with social media (also assign to Media Committee)
- Annual bike race
- Annual town flea market
- Downtown river walk
- Kinetic sculpture races
- Create tour of Dunsmuir
- Fireman's festival (dancing in the street)
- Restore Railroad days festival to 3 days
- Support the Library (Transactions and Use Tax)
- Promote Dunsmuir restaurants
- Online community calendar to sync available services with influx of visitors
- Something for Amtrak travelers when they stop here—coffee, food, smokes
- Discount card for visitors good for food, lodging, etc.
- Dunsmuir billboards in Redding and Yreka
- Attract county office business
- Community education opportunities/workshops. Utilize local resources
- Tree City USA

Assign the following to **Airport Committee**

- Investigate the viability of aircraft fuel at Mott airport (fixed wing and helix)
- Investigate possibility of drone airport
- Evaluate giving airport back to County
- Utilize our airport

Assign to **Public Facilities Committee**

- Fix sidewalks and fountains
- Clean and repair our sidewalks and streets
- Downtown public restroom
- Gutters and curbs
- Improve Community Center (CDBG grant and possibly Transactions and Use Tax)
- Maintain donated rail equipment
- Open up our fiber optic and cable (also assign to **Media Committee**)
- Public Shower
- Sidewalks in North Town
- Restore historic park near Amtrak station on Sacramento Avenue
- Reclaim public parking lot north of Children's park

Assign to **Public Safety Committee**

- 24 hour sheriff in town
- Build Neighborhood Watch
- Emergency Response Training
- Fire protection (wild land)

Assign to **Finance Committee**

- Financial solvency—goal working together
- Annex areas of South Dunsmuir to build tax base
- City utility for phone and internet (also assign to **Media Committee**)

Assign to **Solid Waste Committee**

- Green Waste Dump
- Lot clearing and waste removal
- Promote and support zero-waste business
- Promote recycle center in County
- Seasonal city clean-up
- Incentives for renewable energy upgrades
- Low interest loans to residents and businesses to reduce waste stream

Assign to **Water Ad Hoc Committee**

- Fair water rates
- HET rebate program for Dunsmuir
- In-line hydroelectric power generation concurrent with water system upgrade

Refer to **Dunsmuir Recreation and Parks District**

- Programs for youth
- Survey youth and design park/recreation area that they will use
- Youth center
- Community garden spot
- Community volunteer corps
- Handicap accessible playground
- Dog sled races
- Kayak racing
- White water park
- Basketball court near sheriff's office for supervision of older kids
- More soap box derbies
- More trails
- Campsites

Assign to possible new committee, **Beautification Committee**

- Adopt a fruit tree
- Clean up heavily brushed areas near homes (also assign to **Solid Waste Committee**)
- Clear out/thin out trees (also assign to **Solid Waste Committee**)
- Plant more fruit and deciduous trees
- Utilize old fruit trees for community
- Viewscape (trees)
- Clean up empty downtown buildings

For consideration by **City Council**

- Mossbrae Falls trail
- Restore Historic District Management Commission to preserve historic district
- Stop County mental health from relocating people here
- Hire a grant writer
- Theater marquis
- Beautify theater bump outs

Already assigned to **staff**

- Hold property owners (responsible) to clean and fix up their properties – code enforcement

Assign to possible **Housing Authority**

- Senior Housing downtown
- Address low income housing issues
- Hostel for PCT through-hikers

Refer to **County Supervisor**

- Clean up all building outside city limits

Refer to **Schools or Service Clubs**

- Work study and mentorship programs for high school students

Ideas not assigned

- Sense of Community
- Encourage community well being
- Community people raiser
- Dunsmuir growers market support
- Stop the nay-sayers/community support/support city council
- Forgive each other
- Video/record community memories/history
- Soul pancake installments around town
- Prevent clear cutting
- Fresh clean air
- Fill our Schools program
- Cannabis in 2016
- Addiction help
- Upgrade our downtown
- Conferences—3 or 4 per year every year
- Center for science, technology, and research—education partnerships

The above represents staffs best effort to have ideas/projects implemented/studied/evaluated in an organized manner, hopefully before your next Town Hall meeting.

Besides confirming assignments, City Council would need to create Beautification Committee and Housing Authority to facilitate the above.

There is no priority assigned to the ideas/projects listed. This would just be list to be assigned to each committee and that committee would determine what it wished to work on and report back on first.

**Recommendation:** Move to direct staff to assign the ideas/projects from February 28, 2015 meeting as listed in staff report and put creation of Beautification Committee and Housing Authority on June 4 agenda.

# City Council Agenda Item

## Interim City Manager Staff Report

### New Business

**Item No:** 13.A.  
**Date:** May 21, 2015  
**Subject:** Consideration and first reading of Ordinance No. 546, an Ordinance of the City Council of the City of Dunsmuir amending the Zoning Ordinance

The brief history of the proposed amendments to the Zoning Ordinance is that the Planning Commission and City Council in 2009 agreed to make these changes, resulting in the then Housing Element to the General Plan being certified by the State. The changes are yet to be adopted but were reviewed twice by the Planning Commission, April 1 meeting and at Public Hearing thereon at their May 6 meeting. The Planning Commission unanimously adopted PC Resolution No. 2015-04 recommending the changes be adopted by the City Council. There were several questions posed about the consequences of adopting these changes and the Planning Commission will be addressing them at future meetings.

**Recommendation:** Move to read Ordinance No. 546 by number and title only (must be unanimous vote or Ordinance must be read in its entirety) (Requires Roll Call Vote)

Move to approve first reading of Ordinance No. 546, An Ordinance of the City Council of the City of Dunsmuir amending the Zoning Ordinance, and setting June 4, 2015 for public hearing and second reading thereof. (Requires Roll Call Vote)

## **ORDINANCE NO. 546**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR  
AMENDING THE ZONING CODE BY AMENDING SECTION 17.04.050 –  
DEFINITIONS; SECTION 17.12.020 – SINGLE FAMILY RESIDENTIAL R-1  
DISTRICT; SECTION 17.12.030 – DUPLEX RESIDENTIAL R-2 DISTRICT; SECTION  
17.12.040 – MULTIPLE-FAMILY RESIDENTIAL R-3 DISTRICT; SECTION 17.12.050 –  
MULTIPLE-RESIDENTIAL AND PROFESSIONAL R-4 DISTRICT; SECTION  
17.12.060 – NEIGHBORHOOD COMMERCIAL C-1 DISTRICT; SECTION 17.12.070 –  
CENTRAL COMMERCIAL C-2 DISTRICT; ADD SECTION 17.16.100 – SECOND  
DWELLING UNITS; ADDING SECTION 17.16.110 - SINGLE-ROOM OCCUPANCY  
RESIDENTIAL UNIT (SRO); ADDING SECTION 17.16.120 - EMERGENCY  
SHELTERS; AND ADDING CHAPTER 17.36 - AFFORDABLE HOUSING  
INCENTIVES/RESIDENTIAL DENSITY BONUSES.**

**WHEREAS**, the City of Dunsmuir's 2009-2014 Housing Element promotes the provision of a variety of housing types to serve the community's needs; and

**WHEREAS**, the Housing Element also provides an opportunity for the City to demonstrate how this goal will be achieved; and

**WHEREAS**, according to State law, the Housing Element must provide information, policies and programs to encourage the development of housing to meet the needs of all the City's residents; and

**WHEREAS**, on June 3, 2010, the City Council of the City of Dunsmuir adopted the 2009-2014 Housing Element of the City's General Plan; and

**WHEREAS**, the Plan requires the City to amend the Dunsmuir Municipal Code in order to provide for a variety of housing types and in order to comply with State law; and

**WHEREAS**, the changes included in Attachment A hereto are consistent with the policies, standards, and land uses specified in the General Plan and any applicable specific plan; and

**WHEREAS**, the changes included in Attachment A hereto are consistent and compatible with the uses authorized in, and the regulations prescribed for, the zoning districts for which they are proposed; and

**WHEREAS**, the Planning Commission reviewed the amendments included in Attachment A hereto to Title 17, Zoning, at the Commission's regularly scheduled meeting on April 1, 2015; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on the proposed amendments to Title 17, Zoning, in order to provide the community and interested parties the opportunity to comment on the proposed amendments; and

**WHEREAS**, the Planning Commission determined the procedure for reasonable accommodations and the amendments to Title 17, Zoning, meet the standards to qualify as being exempt from further review pursuant to the California Environmental Quality Act (CEQA) under Section 15061(b)(3), *General Rule* of the State CEQA Guidelines.

**WHEREAS**, the Planning Commission adopted PC Resolution No. 2015-04 recommending these amendments to the Zoning Code be adopted by the City Council.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUNSMUIR DOES ORDAIN AS FOLLOWS:**

**Section 1.** That the amendments to Title 17, Zoning of the City of Dunsmuir City Code as contained in Attachment A hereto and made a part hereof are adopted.

**Section 2. Severability.** If any section, subsection, sentence, clause, phrase or portion of the Ordinance or its application to any person or circumstance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances. The City Council of the City of Dunsmuir hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

**Section 3. Publication.** The City Clerk shall cause this Ordinance to be published or posted in accordance with California Government Code section 36933 and shall certify to the adoption of this Ordinance.

**Section 4. Effective Date.** This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

\* \* \* \* \*

**Introduced** and first read at a regular meeting of the City Council on the 4<sup>th</sup> day of June, 2015,  
by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

**Final passage and adoption** by the City Council of the City of Dunsmuir occurred at a  
regular meeting thereof held on the 18<sup>th</sup> day of June, 2015, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

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Dave Keisler, Mayor

ATTEST:

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Kathryn Wilson, City Clerk

# ORDINANCE NO. 546

## Attachment A

### Housing Element Implementation Code Amendment

(Additions are underlined, deletions are ~~overstruck~~)

#### Chapter 17.04

#### GENERAL PROVISIONS

##### 17.04.050 – Definitions.

B. Definitions. For the purpose of this title, certain terms used herein are defined as follows:

“Density bonus” means a density increase over the otherwise maximum allowable residential density under the applicable zoning ordinance and land use element of the General Plan.

“Emergency shelter” means housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or households may be denied emergency shelter because of an inability to pay.

“Employee housing – large” means housing for employees consisting of no more than thirty-six (36) beds in a group quarters or twelve (12) units or spaces designed for use by a single family or household.

“Employee housing – small” means housing for employees consisting of six or fewer persons in a single family dwelling.

“Family” means one or more persons occupying the premises and living as a single housekeeping unit, as distinguished from a group occupying a hotel, club, fraternity or sorority house. A family may include the clients of group homes. ~~A family may include not more than two paying guests.~~

“Group care home - large” means a privately operated residential home or facility of any capacity that provides services in a group setting to more than six persons who are in need of twenty-four (24) hour-a-day care and/or supervision. ~~(A state authorized, certified, or licensed family care home, foster home, or group home serving six or fewer mentally disordered or otherwise handicapped persons or dependent and neglected children, shall be considered a residential use of property for the purposes of zoning if such homes provide care on a twenty-four (24) hour a day basis. Such homes shall be a permitted use in all residential zones, including, but not limited to, residential zones for single family dwellings. (Welfare and Institutions Code Section 5116.))~~

“Group care home - small” means a privately operated residential home or facility of any capacity that provides services in a group setting to six or less persons who are in need of twenty-four (24) hour-a-day care and/or supervision.

“Second dwelling unit” means a second permanent dwelling that is accessory to a primary dwelling on the same site. A secondary unit provides permanent facilities for living, sleeping, eating, cooking, and sanitation.

“Single-room occupancy residential unit” means a compact dwelling unit with limited cooking and living facilities that is the primary residence of its occupant(s) and is within a multiple-unit structure.

“Supportive housing” means housing with no limit on length of stay, that is occupied by the target populations as defined by 53260(d) of the California Health and Safety Code, and that is linked to onsite or offsite services that assist the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

“Transitional housing” means a building configured as rental housing development, but operated under program requirements that call for the termination of assistance and recirculation of the assisted unit to another eligible program recipient at some predetermined future point in time, which shall be no less than six months.

Chapter 17.12

USE REGULATIONS FOR SPECIFIC DISTRICTS

17.12.020 – Single-family residential R-1 district.

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Square Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
Single-family dwellings	No	30	6,500	5,500	65	55	40%
<u>Second dwelling unit<sup>1</sup></u>	<u>No</u>	<u>30</u>	=	=	=	=	<u>40%</u>
<u>Employee housing - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Supportive housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Transitional housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - large</u>	Yes	To be determined on an individual basis					

<sup>1</sup>See Section 17.16.100

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required  The planning commission may prescribe the amount of parking for uses not listed herein
		Corner Lot	Interior Lot	Corner Lot	Interior Lot		
Single-family dwellings	20	10	5	20	20	5,500	One garage or carport per dwelling
<u>Second dwelling unit<sup>1</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>0</u>	<u>One parking space per bedroom</u>
<u>Employee housing - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Supportive housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Transitional housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - large</u>	To be determined on an individual basis						

<sup>1</sup>See Section 17.16.100

17.12.030 – Duplex residential R-2 district.

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Square Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
Duplexes	No	35	6,500	5,500	65	55	50%
<u>Employee housing - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Supportive housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Transitional housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - large</u>	Yes	To be determined on an individual basis					

<sup>1</sup>See Section 17.16.100

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required  The planning commission may prescribe the amount of parking for uses not listed herein
		Corner Lot	Interior Lot	Corner Lot	Interior Lot		
Duplexes	20	10	5	20	20	2,750	One garage or carport per dwelling
<u>Second dwelling unit<sup>1</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5,500</u>	<u>One parking space per bedroom</u>
<u>Employee housing - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Supportive housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Transitional housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - large</u>	To be determined on an individual basis						

<sup>1</sup>See Section 17.16.100

**17.12.040 – Multiple-family residential R-3 district.**

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Square Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
Multiple-family dwellings	No	35	6,500	5,500	65	55	75%
<u>Employee housing - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Supportive housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Transitional housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
Group care homes - large	Yes	To be determined on an individual basis					
<u>Single-room occupancy residential unit<sup>2</sup></u>	<u>Yes</u>	<u>35</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>75%</u>

<sup>1</sup>See Section 17.16.100

<sup>2</sup>See Section 17.16.110

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required  The planning commission may prescribe the amount of parking for uses not listed herein
		Corner Lot	Interior Lot	Corner Lot	Interior Lot		
<u>Second dwelling unit<sup>1</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5,500</u>	<u>One parking space per bedroom</u>
<u>Employee housing - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Supportive housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Transitional housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - large</u>	To be determined on an individual basis						
<u>Single-room occupancy residential unit<sup>2</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>10</u>	<u>20</u>	<u>1,000</u>	<u>One parking space for every two units</u>

<sup>1</sup>See Section 17.16.100

<sup>2</sup>See Section 17.16.110

**17.12.050 – Multiple-residential and professional R-4 district.**

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Square Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
Multiple-family dwellings	No	35	6,500	5,500	65	55	75%
<u>Second dwelling unit<sup>1</sup></u>	<u>No</u>	<u>30</u>	=	=	=	=	<u>40%</u>
<u>Employee housing - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Supportive housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Transitional housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Single-room occupancy residential unit<sup>2</sup></u>	<u>Yes</u>	<u>35</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>75%</u>
<u>Group care homes - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - large</u>	Yes	To be determined on an individual basis					

<sup>1</sup>See Section 17.16.100

<sup>2</sup>See Section 17.16.110

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required  The planning commission may prescribe the amount of parking for uses not listed herein
		Corner Lot	Interior Lot	Corner Lot	Interior Lot		
<u>Second dwelling unit<sup>1</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5,500</u>	<u>One parking space per bedroom</u>
<u>Employee housing - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Supportive housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Transitional housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Single-room occupancy residential unit<sup>2</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>10</u>	<u>20</u>	<u>1,000</u>	<u>One parking space for every two units</u>
<u>Group care homes - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - large</u>	To be determined on an individual basis						

<sup>1</sup>See Section 17.16.100

<sup>2</sup>See Section 17.16.110

17.12.060 – Neighborhood commercial C-1 district.

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
<u>Employee housing - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Supportive housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Transitional housing</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Single-room occupancy residential unit<sup>1</sup></u>	<u>Yes</u>	<u>35</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>75%</u>
<u>Group care homes - small</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - large</u>	Yes	To be determined on an individual basis					

<sup>1</sup>See Section 17.16.110

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required  The planning commission may prescribe the amount of parking for uses not listed herein
		Corner Lot	Interior Lot	Corner Lot	Interior Lot		
<u>Employee housing - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Supportive housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Transitional housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Single-room occupancy residential unit<sup>1</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>10</u>	<u>20</u>	<u>1,000</u>	<u>One parking space for every two units</u>
<u>Group care homes - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - large</u>	To be determined on an individual basis						

<sup>1</sup>See Section 17.16.110

17.12.070 – Central commercial C-2 district.

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
Churches, schools, parks, playgrounds, and public buildings and residential uses	Yes	As specified in the R district, Sections 17.12.020, 17.12.030, 17.12.040					
<u>Residential uses, second floor and above only</u>	<u>No</u>	<u>As specified in the R district, Sections 17.12.020, 17.12.030, 17.12.040</u>					
<u>Employee housing - small, second floor and above only</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Supportive housing, second floor and above only</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Transitional housing, second floor and above only</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Group care homes - small, second floor and above only</u>	<u>No</u>	<u>30</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>40%</u>
<u>Emergency Shelter<sup>1</sup></u>	<u>No</u>	<u>35</u>	<u>6,500</u>	<u>5,500</u>	<u>65</u>	<u>55</u>	<u>75%</u>

<sup>1</sup>See Section 17.16.120

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required The planning commission may prescribe the amount of parking for uses not listed herein
		Corner Lot	Interior Lot	Corner Lot	Interior Lot		
Churches, schools, parks, playgrounds, and public buildings and residential uses	As specified in the R districts, Sections 17.12.020, 17.12.030, 17.12.040						
<u>Residential uses, second floor and above only</u>	<u>As specified in the R districts, Sections 17.12.020, 17.12.030, 17.12.040</u>						
<u>Employee housing - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Supportive housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Transitional housing</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Group care homes - small</u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>20</u>	<u>20</u>	<u>5,500</u>	<u>One garage or carport per dwelling</u>
<u>Emergency Shelter<sup>1</sup></u>	<u>20</u>	<u>10</u>	<u>5</u>	<u>10</u>	<u>20</u>	=	<u>See 17.12.120</u>

<sup>1</sup>See Section 17.12.120

(Note: New Sections added to Chapter 17.16 Use Regulations Generally)

## Chapter 17.16

### USE REGULATIONS GENERALLY

#### Sections:

**17.16.080 – Nonconforming buildings.**

**17.16.090 – Fences, hedges, walls and equivalent screening.**

**17.16.100 – Second dwelling units.**

**17.16.110 – Single-room occupancy residential unit (SRO).**

**17.16.120 – Emergency shelters.**

#### **17.16.100 – Second dwelling units.**

The following development standards shall apply to second dwelling units:

- A. The maximum square footage of a second dwelling unit is 1,200 square feet.
- B. Either the second dwelling unit or the primary dwelling unit must be occupied by an owner of the property.
- C. The required off-street parking for the primary dwelling unit and one off-street parking space per bedroom for the second dwelling unit must be provided.
- D. One second dwelling unit per parcel is allowed.
- E. The second dwelling unit can be attached or detached from the primary dwelling unit.
- F. The second dwelling unit shall be architecturally compatible with the primary dwelling unit or the immediate neighborhood.
- G. The second dwelling unit shall be compatible with the scale of adjoining residence and blend into the existing neighborhood.
- H. All HVAC or other mechanical units shall be placed not in public view or shall be screened from public view by a fence, wall or permanent landscaping.
- I. The second dwelling unit shall not exceed the allowable density for the lot upon which it is located.

#### **17.16.110 Single-room occupancy residential unit (SRO).**

The following development standards shall apply to single-room occupancy residential units:

- A. Tenancy of single-room occupancy residential units shall not be less than thirty (30) days.
- B. Each unit shall accommodate a maximum of two (2) persons.
- C. No unit may exceed four hundred (400) square feet.
- D. Single-room occupancy residential unit facilities shall provide individual or shared bathing facilities and may provide individual or shared kitchen facilities.

- E. Common laundry facilities shall be provided at a rate of one (1) washer and dryer per ten (10) units, with a minimum of one (1) washer and dryer.
- F. An on-site management office or manager's unit shall be provided.
- G. On-site parking shall be provided at a rate of one (1) space for every two (2) units.
- H. Each unit shall have a separate closet.

**17.16.120 Emergency shelters.**

The following development standards shall apply to emergency shelters:

- A. The maximum number of beds shall be fifteen (15).
- B. The emergency shelter shall provide on-site parking at a rate of one (1) space for staff plus one (1) space per five (5) allowed occupants.
- C. A written management plan is required for all emergency shelters that includes provisions for staff training, neighborhood outreach, transportation, security, client services, and food services.
- D. The maximum term of staying at an emergency shelter is six (6) months in a consecutive twelve (12) month period.

(Note: New Chapter added to Title 17)

Chapter 17.36

AFFORDABLE HOUSING INCENTIVES/RESIDENTIAL DENSITY BONUSES

Sections:

17.36.010 Purpose.

17.36.020 Applicability.

17.36.030 Application and approval.

17.36.040 Planning Commission recommendation.

17.36.050 Determination of housing density bonus or incentives.

16.78.010 Purpose.

The purpose of providing a housing density bonus or incentives is to contribute to the economic feasibility of low income and moderate income housing in housing developments proposed within the City.

16.78.020 Applicability.

When a developer enters into an agreement pursuant to Government Code Section 65915 consisting of at least one of the following:

- A. Five (5) percent of units restricted to very low-income households; or
- B. Ten (10) percent of the total units of a housing development restricted to low-income households; or
- C. Ten (10) percent of the total for-sale of a common interest housing development restricted to moderate-income households; or
- D. The project donates at least one (1) acre of land with the appropriate general plan, zoning, permitting, and approvals and access to public facilities needed for such housing to the city for very low-income units; or
- E. The project is restricted to seniors.

The developer shall be eligible for housing density bonuses and incentives as listed in Government Code Section 65915.

16.78.030 Application and approval.

Any person requesting a housing density bonus, incentives, or concessions shall apply for a development agreement. Density bonus, incentives, or concessions shall be granted by approval of the development agreement which shall specify the density bonus and/or incentives, and any conditions attached to the approval of such bonus, incentive and/or concession.

16.78.040 Planning Commission recommendation.

Prior to Council action on a development agreement providing a housing density bonus or incentives, the Commission, if applicable, shall consider the development agreement and make a recommendation to the Council.

**16.78.050 Determination of housing density bonus or incentives.**

The project developer may specify the requested housing density bonus or incentives; however, the City may agree to provide a housing density bonus or incentives other than those requested, so long as such housing density bonus or incentives meet the requirement set forth in the California Government Code.

## PC RESOLUTION NO. 2015-04

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DUNSMUIR RECOMMENDING THE CITY COUNCIL AMEND SECTION 17.04.050 – DEFINITIONS; SECTION 17.12.020 – SINGLE FAMILY RESIDENTIAL R-1 DISTRICT; SECTION 17.12.030 – DUPLEX RESIDENTIAL R-2 DISTRICT; SECTION 17.12.040 – MULTIPLE-FAMILY RESIDENTIAL R-3 DISTRICT; SECTION 17.12.050 – MULTIPLE-RESIDENTIAL AND PROFESSIONAL R-4 DISTRICT; SECTION 17.12.060 – NEIGHBORHOOD COMMERCIAL C-1 DISTRICT; SECTION 17.12.070 – CENTRAL COMMERCIAL C-2 DISTRICT; ADD SECTION 17.16.100 – SECOND DWELLING UNITS; ADD SECTION 17.16.110 - SINGLE-ROOM OCCUPANCY RESIDENTIAL UNIT (SRO); ADD SECTION 17.16.120 - EMERGENCY SHELTERS; AND ADD CHAPTER 17.36 - AFFORDABLE HOUSING INCENTIVES/RESIDENTIAL DENSITY BONUSES.**

**WHEREAS**, the City of Dunsmuir's 2009-2014 Housing Element promotes the provision of a variety of housing types to serve the community's needs; and

**WHEREAS**, the Housing Element also provides an opportunity for the City to demonstrate how this goal will be achieved; and

**WHEREAS**, according to State law, the Housing Element must provide information, policies and programs to encourage the development of housing to meet the needs of all the City's residents; and

**WHEREAS**, on June 3, 2010, the City Council of the City of Dunsmuir adopted the 2009-2014 Housing Element of the City's General Plan; and

**WHEREAS**, the Plan requires the City to amend the Dunsmuir Municipal Code in order to provide for a variety of housing types and in order to comply with State law; and

**WHEREAS**, the proposed change as included in Attachment A hereto is consistent with the policies, standards, and land uses specified in the General Plan and any applicable specific plan; and

**WHEREAS**, the proposed change as included in Attachment A hereto is consistent and compatible with the uses authorized in, and the regulations prescribed for, the zoning district for which it is proposed; and

**WHEREAS**, a Notice of Public Hearing was published in the Dunsmuir News on April 22, 2015; and

**WHEREAS**, the Planning Commission reviewed the proposed draft amendment included in Attachment A hereto to Title 17, Zoning, at the Commission's regularly scheduled meeting on April 1, 2015; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on the proposed amendments to Title 17, Zoning, in order to provide the community and interested parties the opportunity to comment on the proposed amendments; and

**WHEREAS**, the Planning Commission determined the proposed procedure for reasonable accommodations and the proposed amendments to Title 17, Zoning, meet the standards to qualify as being exempt from further review pursuant to the California Environmental Quality Act (CEQA) under Section 15061(b)(3), *General Rule* of the State CEQA Guidelines.

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission recommends the City Council adopt the proposed amendments to Title 17, Zoning of the City of Dunsmuir Municipal Code as contained in Attachment A hereto and made a part hereof.

**IT IS HEREBY CERTIFIED** that the foregoing Resolution 2015-04, was duly introduced and adopted by the Dunsmuir Planning Commission at a regular meeting held on the 6<sup>th</sup> day of May, 2015, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Kathryn Wilson, City Clerk

## City Council Agenda Item 13.B

**Date:** May 21, 2015  
**To:** Mayor and City Council  
**From:** Dan Padilla  
**Subject:** CalOES MOU for payment of portal to portal

### **Recommendation:**

Staff respectfully requests the City Council consider adopting proposed Resolution 2015-\_\_ CalOES – Governor’s Office of Emergency Services Memorandum of Understanding (MOU) for payment of portal to portal.

### **Background & Summary:**

Dunsmuir Fire Department provides personnel and/or fire apparatus to participate in the California Master Mutual Aid System to assist in mitigating severe wildfires and other emergencies. Dunsmuir Fire Department members, when responding to emergency incidents under California Fire Assistance Agreement (CFAA), shall be reimbursed to the Dunsmuir Fire Department, based on the respective employee classification/title (i.e. Firefighter, Engineer, Captain) at the time and one half rate, for a complete twenty four (24) hour period or all time on the incident including portal to portal.

### **Financial Impact:**

Increase in funds in the Fire Assessment District fund resulting from the additional 8 hours per day payment for fire apparatus.

### **Attachments:**

1. 2015 Salary Survey
2. Proposed Resolution

**RESOLUTION 2015-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR  
OUTLINING THE DUNSMUIR FIRE DEPARTMENT PERSONNEL AND  
APPARATUS REIMBURSEMENT FOR PARTICIPATING IN MUTUAL AID  
ACTIVITIES TO OUTSIDE AGENCIES**

**WHEREAS**, the Dunsmuir Fire Department actively participates in Statewide Master Mutual Aid activities; and

**WHEREAS**, the State of California, Federal Fire Agencies, or other local government agencies, at times of severe wildfire conditions, and/or other emergencies often have the need for additional emergency personnel and/or fire apparatus to provide fire protection or perform other tasks during emergency incidents; and

**WHEREAS**, the requirements for responding to emergencies under “Agreement for Local Fire and Emergency Assistance to the State of California and Federal Fire Agencies,\* hereinafter referred to as the “California Fire Assistance Agreement (CFAA);” and

**WHEREAS**, the Dunsmuir Fire Department provides personnel and/or fire apparatus to participate in the California Master Mutual Aid System to assist in mitigating severe wildfires and other emergencies; and

**WHEREAS**, THE Dunsmuir Fire Department must maintain minimum staffing standards to protect its citizens and Dunsmuir Fire Department members must be compensated under the terms and agreements as outlined in Resolution 2015- .

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Dunsmuir, that Dunsmuir Fire Department members when responding to emergency incidents under California Fire Assistance Agreement (CFAA) shall be reimbursed to the Dunsmuir Fire Department based on the respective employee classification/title (i.e. firefighter, engineer, captain) at a time and one half rate, for a complete twenty four (24) hour period or all time on the incident, including portal to portal.

**BE IT FURTHER RESOLVED**, a salary survey will be completed in June of each year detailing the rate of pay per classification/title, submitted to the State of California, Office of Emergency Services (Fire and Rescue Branch).

**PAGE 2 RESOLUTION 2015-**

**IT IS HEREBY CERTIFIED** that the foregoing Resolution 2015- was introduced and duly adopted by the City Council of the City of Dunsmuir at a regular meeting held on the 21st day of May, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Mayor Keisler

ATTEST:

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City Clerk





TO: CALIFORNIA FIRE AND RESCUE MUTUAL AID SYSTEM AGENCY RESPONDERS

SUBJECT: **"AGREEMENT FOR LOCAL GOVERNMENT FIRE AND EMERGENCY ASSISTANCE TO THE STATE OF CALIFORNIA AND FEDERAL FIRE AGENCIES"**

Dear Chief:

The following reimbursement rates apply to responses under the terms and conditions of the Agreement for Local Government Fire and Emergency Assistance (***The California Fire Assistance Agreement***) for the period beginning January, 1, 2015.

**Personnel Base Rates:** These rates ONLY apply if your agency does NOT have rates on file.

- Overhead at or above Strike Team/Task Force Leader: **\$34.97** per hour
- Engine Company and Overhead at or below Strike Team/Task Force Leader (Trainee): **\$28.42** per hour

**NOTE:** The above base rates include an overtime component within the developed formula (CFAA, Exhibit A, Pg A-5). As a result, the base rates will not include a time and one half component at invoicing.

**Apparatus Rates:**

There is a 16-hour maximum allowable charge per 24-hour period from time of dispatch.

<u>GPM</u>	<u>Hourly</u>
0001-1000	\$70.00
1001-1250	\$80.00
1251-1500	\$85.00
1501-2000+	\$90.00

**Support Equipment Rates:**

Government Owned Vehicles:

Sedan	<b>\$47.00</b> per day
Pickup	<b>\$86.00</b> per day
Van	<b>\$109.00</b> per day
SUV	<b>\$96.00</b> per day
Other	<b>\$96.00</b> per day (3/4 ton & above)

**POV Rate:**

Privately Owned Vehicles:

\$0.575 per mile

**Default Administrative Rate:** 10.00 %

**Administrative Rate Change:** If you have provided your Actual Administrative Rate, you are required to update this rate by July 1, of each year. After this date, the rate will default back to the base 10% until an actual rate has been received.

**MOU/MOA, Governing Body Resolution (GBR) or equivalent requirement:**

Exhibit "A", section A-8.2 of the 2015 CFAA requires, any agency seeking reimbursement of personnel for more than actual hours worked on the incident must file an MOU/MOA, governing body resolution (GBR) or equivalent document with Cal OES Fire and Rescue Division, and have it approved by the committee. The MOU/MOA, GBR or equivalent document shall indicate how personnel will be paid. This documentation is due to Cal OES May 31, 2015. If an F-42 is submitted, and the above documentation is not on file with Cal OES, the local agency has the option to have Cal OES hold the F-42 for processing for up to 90 days to allow for the agency seeking reimbursement to submit the necessary documentation. Upon verification that an MOU/MOA, GBR or equivalent document is not on file, Cal OES will notify the local agency in writing. If the local agency does not submit an MOU/MOA, governing body resolution or equivalent document within the allowable 90 days, the F-42 will be processed, and the local agency will be paid for actual hours worked. It should be noted that by placing the F-42 on hold for up to the 90 days allowed to submit the MOU/MOA, GBR or equivalent document, will greatly increase the time to process the claim. This option of providing an MOU/MOA, GBR or equivalent document to Cal OES will sunset December 31, 2015, and in no way changes the terms of the 2015 CFAA.

If you have any questions or concerns with the 2015 CFAA Rate Letter, please feel free to contact Lori Lopez at (916) 845-8722, or by email at [lori.lopez@caloes.ca.gov](mailto:lori.lopez@caloes.ca.gov). If Lori is unavailable, please contact the Fire and Rescue Division main telephone number at (916) 845-8711.

Sincerely,

original on file

KIM ZAGARIS  
State Fire and Rescue Chief

C: file

California Governor's Office of Emergency Services (Cal OES) - Fire and Rescue Division  
**2015 SALARY SURVEY / ACTUAL ADMINISTRATIVE RATE**  
for the  
**AGREEMENT FOR LOCAL GOVERNMENT FIRE AND EMERGENCY ASSISTANCE TO**  
**THE STATE OF CALIFORNIA AND FEDERAL FIRE AGENCIES**  
(California Fire Assistance Agreement)

**Department Name: Dunsmuir Fire Department**

**FY 13 / 14 Data for use in 2015 Fire Agreements**  
Year

**Actual Administrative Rate (Include ONLY allowable costs and use whole numbers)**

PROGRAM	INDIRECT	DIRECT	TOTAL
Emergency Medical Services			\$0
General Administration			\$0
Information Technology			\$0
Logistics / Procurement / Supply / Minor Fire Equipment			\$0
Public Information Office			\$0
Telecommunications			\$0
Arson Investigation			\$0
Community Education			\$0
Facilities			\$0
Fire Comm. Center / Dispatch / Comm. & Control Center			\$0
Fire Hazard Reduction Program			\$0
Fleet			\$0
Hazardous Materials Response Program			\$0
Mapping			\$0
Operations			\$0
Prevention			\$0
Training			\$0
Urban Search and Rescue			\$0
<b>GRAND TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**ADMINSTRATIVE RATE (INDIRECT COST/DIRECT COST):**

I am the Chief Financial Officer, and I have reviewed the information provided by my Agency/Dept., and certify to the best of my knowledge and belief that the Actual Administrative Rate above is correct, and is established in accordance with OMB Circular A-87, using the "Instructions for Completing Actual Administrative Rate Calculations" & "ICRP Definitions."

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Chief Financial Officer Signature

\_\_\_\_\_  
Date



## Dunsmuir Chamber of Commerce & Visitors Center

5915 Dunsmuir Avenue, Suite #100

Dunsmuir, CA. 96025

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

May 13, 2015

City of Dunsmuir  
5915 Dunsmuir Avenue  
Dunsmuir, CA 96025

RE: Dunsmuir Railroad Days Street Closures, Park and Parking Lot Reservations

### Street Closures:

The Dunsmuir Railroad Days Committee requests the closure and use of Pine Street between Dunsmuir Avenue and Shasta Street Friday, Saturday between 9 am and 6 pm On June 12, 13 & 14, 2015.

Dunsmuir Avenue will be Temporarily Closed for the Parade from 9:30 am to 12:30 pm, Along Dunsmuir Avenue beginning at the Inn & Suites Motel South to Bransetter Street, Then Left on Bransetter to Sacramento Ave., Then left North along Sacramento Ave to the Intersection of Sacramento & Dunsmuir Ave.

Street Closure for The Soap Box Race will be begin on Saturday June 13<sup>th</sup> & Sunday June 14<sup>th</sup> at Dunsmuir Ave beginning at 8:30 am, Across from the Brewery and will continue to 12:30 pm.

Dunsmuir Ave will be closed from 8:30 pm to 12:00 pm, from the Dunsmuir Brewery to the Siskiyou Arts Museum. A barricade will be placed at the Museum to stop traffic.

Reserve Children's Park for Saturday and Sunday for events from 9:00 am to 4:00 pm

Reserve the South Parking Lot at City Hall Saturday and Sunday for the Car Show from 12:00 to 5:00 pm.

Thank you for considering our request.

Ester McClendon, Events Coordinator  
Railroad Days Committee

**City Council Agenda Item**  
**Interim City Manager Staff Report**  
**New Business**

**Item No:** 13.D.  
**Date:** May 21, 2015  
**Subject:** Consider and approve amendment to contract agreement for financial services with Pamela Russell in increase work authorization to three days equivalent per week

Pamela Russell reports she will be able to accept an increased work load starting in June. Her present Dunsmuir work load equivalent has been limited to two days per week. She continues to work on preparation for audit, close out of grants, keeping accounting system current, and will begin work on 2015-16 budget with Interim City Manager. Besides being recommended by Interim City Manager, this is also recommended by Julie and Elaine.

**Recommendation:** Move to authorize Interim City Manager to increase work authorization for Pamela Russell to three days equivalent per week.



## Dunsmuir Chamber of Commerce & Visitors Center

5915 Dunsmuir Avenue, Suite #100  
Dunsmuir, CA. 96025  
Phone: 530-235-2177, FAX: 530-235-0911

April 27, 2015

City of Dunsmuir  
5915 Dunsmuir Avenue  
Dunsmuir, CA 96025

RE: Dunsmuir Dogwood Daze Street Closure

The Dunsmuir Dogwood Daze Committee requests the closure and use of Pine Street between Dunsmuir Avenue and Shasta Street Saturday between 9 am and 6 pm On May 23, 2015. Dunsmuir Avenue will be Temporarily Closed for the Parade from 10:30 am to 12:30 pm, Along Dunsmuir Avenue beginning at the Inn & Suites Motel South to Bransetter Street, Then Left on Bransetter to Sacramento Ave., Then left North along Sacramento Ave to the Intersection of Sacramento & Dunsmuir Ave.

Street Closure for The Soap Box Race will be begin on Dunsmuir Ave at 12:30 Across from the Brewery and will continue to 4:00 pm.

Dunsmuir Ave will be closed from 12:30 pm to 4:00 pm, from the brewery to the Siskiyou Arts Museum. A barricade will be placed at the Museum to stop traffic.

Thank you for considering our request.

A handwritten signature in blue ink that reads "Kelly Brentt".

Kelly Brentt, Events Coordinator  
Dunsmuir Chamber of Commerce