

**ADJOURNED REGULAR MEETING
DUNSMUIR CITY COUNCIL
COUNCIL CHAMBERS
5902 DUNSMUIR AVE, DUNSMUIR, CA
SEPTEMBER 24, 2015
CLOSED SESSION: NONE
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: 6:00 PM**
2. **ROLL CALL**
3. **FLAG SALUTE**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF MINUTES**
 - A. **Adjourned regular meeting of August 27, 2015**
 - B. **Regular meeting of September 3, 2015**
6. **COMMITTEE REPORTS**
 - a. **Economic Development/Tourism**
 - b. **Finance**
 - c. **Public Facilities and Services**
 - d. **Public Safety**
 - e. **Airport**
 - f. **Solid Waste**
 - g. **Fiber Optic**
 - h. **Big Fish/Trophy Trout**

7. ANNOUNCEMENTS AND PUBLIC COMMENT

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

This time is set aside for citizens to address the City Council on matters listed on the Consent Agenda as well as other items **not** included on the Regular Agenda. If your comments concern an item noted on the Regular Agenda, please address the Council when that item is open for public comment. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time.** Comments should be limited to matters within the jurisdiction of the City. Speaker forms are available from the City Clerk, 5915 Dunsmuir Ave, Dunsmuir, on the City's website, or on the podium. The City Council

can only take action on matters that are on the Agenda, but may place matters brought to their attention at this meeting on a future Agenda for consideration. If you have documents to present to members of the City Council, please provide a minimum of seven (7) copies.

8. ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

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

9. CONSENT AGENDA

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

A. Authorize destruction of certain financial records from July 2007 to June 2008 in accordance with State Law and records retention program

B. Declare as surplus 1991 Ford F-250 pickup truck previously used by Public Works and authorize sale to Dunsmuir Recreation & Parks District for \$1.00

C. Approve Check register dated September 11, 2015

D. Approve request for \$100 to River Exchange for 23rd annual River Clean Up event to be held Saturday, September 19

E. Adopt Resolution No. 2015-32 Urging State to provide new sustainable funding for State and Local Transportation Infrastructure

F. Receive and file application for Alcoholic Beverage License for 5841 Sacramento Avenue

G. Authorize closure of streets and staff support therefore for the 4th Annual Run for the Arts event on October 10 hosted by Dunsmuir Elementary School

10. PUBLIC HEARING

Public Hearing Protocol:

- a. Mayor will describe the purpose of the Public Hearing
- b. City Staff will provide the Staff Report
- c. City Staff will respond to questions 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

A. Consideration of Ordinance No. 549 adopting City Codes, second reading and adoption

11. OLD BUSINESS

A. Consider and authorize inclusion of engineering services, environmental services, land acquisition, and other services needed to prepare final application for

Central Dunsmuir Water Tank replacement project including related water main replacements

B. Consider and authorize continued participation in Central Valley Clean Water Association Freshwater Mussels Collaborative Study, Phase 11a

12. NEW BUSINESS

A. Consider and accept 2013-14 audit to be presented by AGT

B. Consider and authorize Interim City Manager to execute Statement of Work and Agreement with Central Federal Lands to begin feasibility studies for Butterfly Bridge improvements

C. Consider and discuss letter of response from Dunsmuir Recreation & Parks District regarding proposed Bent Rail Park project on city owned land south of City of Dunsmuir

D. Consider and approve first reading of Ordinance No. 550 repealing Chapter 8.08 of the Dunsmuir City Code and enacting new Chapter 8.08 creating new regulations for refuse collection and disposal (solid waste)

13. ADJOURNMENT:

Copies of this agenda were posted at City Hall, Dunsmuir City Library, Dunsmuir Parks & Recreation District Office and at the Post Office on or before 6:00 pm on Sunday, September 20, 2015.

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

CERTIFICATION

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

Kathryn Wilson, City Clerk

Date

**CITY OF DUNSMUIR
CITY COUNCIL MEETING MINUTES
ADJOURNED REGULAR MEETING
AUGUST 27, 2015**

CALL TO ORDER:

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

ROLL CALL:

Council members present: Craig, Deutsch, Keisler

Council members absent: Syrrist, Spurlock

City staff present: Johnsen, Russell

City official present: Wilson

Flag salute.

APPROVAL OF AGENDA:

Motion to approve by Craig, second by Deutsch. Voice vote: 3-0-0-2, motion carried

ANNOUNCEMENTS AND PUBLIC COMMENT: None

ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

Interim City Manager Johnsen announced that the recently approved Ordinance No. 549 adopting city codes was published incorrectly, and that the process would need to be gone through again.

NEW BUSINESS:

A. Award of contract for CDBG 2015 Water Main replacement project to R.A. Martin Construction Inc. in the amount of \$1,163,740.

ICM Johnsen reviewed the bid and recommended award.

Staff consultant Jim Cook recommended a motion authorizing the Interim City Manager to sign all documents relating to the bid.

Audience member Michael Bush asked if there would still be enough money left to do Butterfly Avenue.

ICM Johnsen explained that there should be enough money to complete everything that was included in the bid documents including additives, and that if Butterfly is not done this time, he anticipated that it would be done next year under the grant project to be funded with the Regional Water Action Group.

Motion by Craig to accept staff recommendation to award the bid and to authorize the Interim City Manager to sign all documents relating to the bid, second by Deutsch. Roll call vote:

Ayes: 3 Craig, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 2 Syrrist, Spurlock Motion carried, 3-0-0-2

**AUGUST 27, 2015
CITY OF DUNSMUIR MEETING MINUTES
PAGE 2**

B. Study session on preliminary 2015-2016 City of Dunsmuir Budget

ICM Johnsen and Finance consultant Russell led the budget study session and presented that Council should anticipate amendments due to lack of institutional memory on the part of current staff. All funds reviewed in detail. Revenues and expenditures reviewed. Preliminary budget includes request for one additional public works position, two additional utilities positions, full time City Manager, and full time Finance Director. Council discussion. Water/Wastewater Supervisor Ron LaRue spoke regarding need to hire an Operator in Training as soon as possible in order for the training to be complete before he retires. He reviewed the testing that needs to be done at the plant, and that a Level 3 operator is needed. Brief discussion.

Review and discussion regarding Solid Waste and Airport Funds. ICM Johnsen explained that the Solid Waste and Airport budgets were based on the best information available at the time. There would be amendments proposed as more information became available to current staff. Review and discussion of remaining budget items. There were no further questions by Council or public and staff directed to bring budget to Council for final adoption at regular meeting.

Staff directed to add an item to the September 3 agenda to reschedule September 17 council meeting to September 24.

Motion to adjourn by Deutsch, second by Craig.

ADJOURNMENT: 7:30 pm

Mayor Keisler

ATTEST:

City Clerk Wilson

**CITY OF DUNSMUIR
CITY COUNCIL MEETING MINUTES
SEPTEMBER 3, 2015**

CALL TO ORDER:

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

ROLL CALL:

Council members present: Syrrist, Craig, Deutsch, Keisler

Council members absent: Spurlock

City staff present: Johnsen

City official present: Wilson

Flag salute

APPROVAL OF AGENDA:

Motion to approve agenda by Craig, second by Syrrist. Voice vote: 4-0-0-1, motion carried.

(Ayes: Syrrist, Craig, Deutsch, Keisler. Absent: Spurlock)

APPROVAL OF MINUTES:

Motion to approve minutes by Deutsch, second by Craig. Voice vote: 4-0-0-1, motion carried.

(Ayes: Syrrist, Craig, Deutsch, Keisler. Absent: Spurlock)

COMMITTEE REPORTS:

a. Economic Development/Tourism

Council member Deutsch reviewed recent meeting, and ongoing discussion regarding fiber optics. He reviewed other items that the committee would be pursuing.

b. Finance

Interim City Manager Johnsen stated that the committee had reviewed status of the 13-14 audit and the 15-16 preliminary budget.

c. Airport

Council member Deutsch stated that the committee is meeting weekly and working on items to be addressed.

d. Solid Waste

Council member Craig reported that first meeting will be September 9 at 3:30 pm and agenda items.

e. Big Fish/Trophy Trout

ICM Johnsen stated that there would be one more plant this season.

ANNOUNCEMENTS AND PUBLIC COMMENT:

Dunsmuir Elementary School eighth graders stated that they would be raising funds to take a trip to Hawaii. They reviewed the amount they would need to raise and the date of the first fundraiser. Greg Messer of Siskiyou Media Council stated that SMC would match the group's first \$1,000.

SEPTEMBER 3, 2015
CITY OF DUNSMUIR MEETING MINUTES
PAGE 2

Audience member Michael Bush requested that future agenda packets have all pages numbered for easier reference.

Siskiyou County Sheriff's Sergeant Rees reviewed the date of the next Neighborhood Watch meeting. He stated that anyone seeing bears should call the Sheriff's Department.

ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

Mayor Keisler stated that a local Dunsmuir girl, Riley Bentz, had won second place in Mutton Busting at the Siskiyou Golden Fair.

Council member Deutsch stated that the Solid Waste Committee would be looking into bear-proof trashcans.

Council member Craig stated that it would be a good idea to have more civic engagement for kids, and suggested possible internship or work study programs for students.

CONSENT AGENDA:

- A. Receive and file application for Alcoholic Beverage License at 5853 Sacramento Ave.
- B. Approval of Check Register dated August 28, 2015
- C. Approve closure of streets and staff support as needed to support Dunsmuir High School Homecoming parade on September 5
- D. Approve \$408.50 to restore Historic wooden City of Dunsmuir carved sign that over hangs Belnap fountain

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

Ayes: Craig, Syrrist, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 1 Spurlock Motion carried, 4-0-0-1.

OLD BUSINESS:

A. Discussion about Castle Rock agreements with City

ICM Johnsen reviewed the history of the bottling company, the lease agreement, and monthly payments to the City. He reviewed average units of water used by the Company, and the amount paid into the City's General Fund to date.

Castle Rock owner Thomas Greither reviewed renovations made to the building at no cost to the City. He stated that Castle Rock is a small business just starting to make it. He explained that it is a socially responsible company that gives back to the community.

Mayor Keisler asked how many employees from Dunsmuir work at the plant. Mr. Gaither stated that there are seven at this time.

Brief discussion. No action taken.

SEPTEMBER 3, 2015
CITY OF DUNSMUIR MEETING MINUTES
PAGE 3

B. Discussion about Mossbrae Falls trail

Trail designer Tom Hesseldenz reviewed the history of the trail plan and past and present discussions with St. Germain Foundation. He explained that the appraisal of the property value was much less than the Foundation had anticipated, and that a cost estimate of a full appraisal was being put together. He stated that the a stakeholders group, including Mt. Shasta Trail Association, City of Dunsmuir, Union Pacific railroad, and the St. Germain Foundation, is picking away at the challenges. He stated that the group is looking at how to address land use and safety issues.

Discussion.

Mr. Hesseldenz stated that in the next two months the cost of the full appraisal would be known and communicated to St. Germain. He stated that it would be premature to start any type of public hearing.

Audience member Tim Holt commended the persistence of the stakeholders' group. He stated that there is a great deal of public interest and support, and suggested communicating that interest to the St. Germain Foundation.

C. Discussion about recruitment for City Manager

Review by ICM Johnsen, explaining that the process has not yet been started. He explained that once it is started, it will take approximately three months.

Council member Craig departed the meeting at 7:05 pm.

D. Appointment of screener to review and recommend acquisition of free federal surplus property for use at Dunsmuir Mott Airport

Review by ICM Johnsen, explaining that the Airport Committee has met since the item was continued, and that concerns have been addressed. He explained that if others wish to volunteer in the future, applications will be considered.

Council member Deutsch pointed out that this is not special treatment for an individual, but that the volunteer would be spending his own money to look at equipment. He stated that any procurement would go through a lengthy process.

Motion to authorize the Interim City Manager as Airport Manager to process the appointment of Sam Lanier as screener by Deutsch, second by Syrrist. Voice vote: 3-0-0-2, motion carried.

(Ayes: Syrrist, Deutsch, Keisler. Absent: Spurlock, Craig)

E. Consideration of and possible adoption of 2015-16 City of Dunsmuir Budget

ICM Johnsen requested that the item be continued to the next meeting. Motion to continue by Deutsch, second by Syrrist. Voice vote: 3-0-0-2, motion carried. (Ayes: Syrrist, Deutsch, Keisler. Absent: Spurlock, Craig)

F. Consider introduction and first reading of Ordinance No. 549 adopting the Dunsmuir City Code

ICM Johnsen reviewed that there had been glitch getting the Ordinance published, and that the process needed to be done again.

SEPTEMBER 3, 2015
CITY OF DUNSMUIR MEETING MINUTES
PAGE 4

Motion to read by title and number only by Mayor Keisler, second by Deutsch.

Voice vote: 3-0-0-2, motion carried. (Ayes: Syrrist, Deutsch, Keisler. Absent: Spurlock, Craig)

Motion to introduce Ordinance No. 549, pass first reading, set September 17 for public hearing thereon along with second reading and adoption by Deutsch, second by Keisler. Roll call vote:

Ayes: 3 Syrrist, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 2 Craig, Spurlock Motion carried, 3-0-0-2.

NEW BUSINESS:

A. Consider and adopt Resolution 2015-31 rescinding Resolution No. 2003-37

Review by ICM Johnsen, explaining that properties are now metered and sold to new owners.

Motion to approve by Deutsch, second by Keisler. Roll call vote:

Ayes: 3 Syrrist, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 2 Craig, Spurlock Motion carried, 3-0-0-2.

B. Consider and approve job description for Fire Chief and direct Interim City Manager to include full time position of Fire Chief in 2015-16 budget and appoint Dan Padilla to that position

Review by ICM Johnsen, explaining that there had previously been an employment agreement for Fire Chief drafted but not implemented. He explained that the description and salary would be the same as Mt. Shasta's, but that Castella would provide a \$500 stipend, leaving Dunsmuir City to pay \$4,500 per month.

Motion to approve job description for Fire Chief and direct Interim City Manager to include full time position of Fire Chief in 2015-16 budget and appoint Dan Padilla to that position by Mayor Keisler, second by Syrrist. Roll call vote:

Ayes: 3 Syrrist, Deutsch, Keisler

Noes: 0

Abstain: 0

Absent: 2 Craig, Spurlock Motion carried, 3-0-0-2.

C. Consider and approve request to change date of September 17 regular Council meeting to September 24

Review by ICM Johnsen. Brief discussion. No action taken, meeting will remain scheduled for September 17.

Motion to adjourn by Deutsch, second by Syrrist. Unanimous vote of support.

ADJOURNMENT: 7:18 pm

Mayor Keisler

ATTEST:

City Clerk Wilson

Item 9. A.

CITY OF DUNSMUIR

"Home of the Best Water on Earth"



September 2, 2015

To: Randy Johnsen, City Manager
City Council

From: Elaine Cantrell, A/P Clerk

According to California Government Code Section 34090 – Destruction of Records, I have the following list that needs to be destroyed:

All records from July 2007 thru June 2008 except payroll and personnel:

- Cash Receipts Journals
- Statement Registers
- Daily Receipts
- Delinquent Reports
- Revenue Journals
- Warrant Registers
- Journal Entry Postings
- Treasurer's Reports

- Statement Stubs
- Revenue Receipts
- Bank Statements
- Cancelled Checks
- Warrant Vouchers
- Backup Checks/Invoices

dsposltr

Item 9, B.

~~9-17-15~~

9-17-15

- Recommend for Surplus -

1991 Ford F-250 pick up with snow plow

Truck is 24 years old and was replaced with a 2000 F-250 in 1999. It was originally equipped with a Meyer Cinder Spreader and snow plow and was used in that capacity until 2013. City has since purchased a new Cinder spreader which was installed in the 2000 F-250 in 2013.

1991 has been out of service for the last 2 years and I recommend that it be declared surplus equipment.

Dunsmuir Recreation District has shown interest in this vehicle for their maintenance staff, I would like to recommend vehicle be "gifted" to Recreation District for the price of \$100 or a price to be determined by the Council. Truck will be sold/gifted with the snow plow included in final price.

Thank you,

Bill Willman

Check Register Report

9-11-15 A/P

Date: 09/11/2015

Time: 2:28 pm

City of Dunsmuir

BANK: U.S. BANK

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
U.S. BANK Checks							
47279	09/11/2015	Printed		1223	ADAMS ASHBY GROUP, INC.	LABOR COMP & PAYROLL REVW	5,960.00
47280	09/11/2015	Printed		514	ADVANCE INFOSYSTEMS	;PRE-PROC DATA,ENV, BILLS, FORMS	408.26
47281	09/11/2015	Printed		1215	ALSCO	PW&WWTP CVRALLS RNT	32.00
47282	09/11/2015	Printed		9447	AUS SMALL BUSINESS	C.H.MATS, WKLY LNDRY 9-9-15	217.84
47283	09/11/2015	Printed		2635	BASIC LABORATORY, INC.	FRENCH DRAIN LEACH LINE	139.00
47284	09/11/2015	Printed		2800	BAXTER AUTO PARTS, INC.	2-EXI 6SCP, WELDING	216.77
47285	09/11/2015	Printed		9999999174	BENSON ROOFING	PROD,HOSEB CRANE TIME RMVL PWR POLEAMTRK	925.00
47286	09/11/2015	Printed		3572	BLUE CROSS OF CALIF	10-1-15/11-1-15 LIFE INS PREM	162.90
47287	09/11/2015	Printed		10017	CAL-ORE COMMUNICATIONS	SEPT `15 COMM SVCS	19.95
47288	09/11/2015	Printed		5025	CALIF. LABOR LAW POSTER	4-SETS 2016 CMLPT FED&ST SVC	282.00
47289	09/11/2015	Printed		5325	REBECCA CATLETT	CLN SVC 8-28,30/92,6-15	148.50
47290	09/11/2015	Printed		22151	MARK & HEATHER CIBULA	REFND DEP M&H CIBULA 6127 SAC	120.00
47291	09/11/2015	Printed		22150	MARK CIBULA	REFND DEP M CIBULA 4210 C WELL	85.00
47292	09/11/2015	Printed		9820	CITY OF DUNSMUIR	APLY DEP C. PARSONS #6016	1,735.01
47293	09/11/2015	Printed		6325	CLEMENS WASTE REMOVAL	DUMP FEES AUG `15	18,419.44
47294	09/11/2015	Printed		22152	JUDITH COCKBURN	REFND DEP J COCKBURN #350682	120.00
47295	09/11/2015	Printed		10097	COMMUNITY DEVELOPMENT	AUG`15 PROF SVCS/W CR ON CALL	17,257.50
47296	09/11/2015	Printed		48729	CWSRF ACCOUNTING OFFICE	CLN WA ST REVLVNG FND PYMNT	104,758.57
47297	09/11/2015	Printed		12750	DELL COMPUTER CORPORATION	2-DELL SHEET TONER CRTG	343.98
47298	09/11/2015	Printed		10149	DIVISION OF THE STATE ARCHITECT	APR-JUNE`2015 BUS.LIC.DISABILI	25.20
47299	09/11/2015	Printed		9850	DUNSMUIR HARDWARE	AUG `15 SUPPLIES/MATRL'S	622.28
47300	09/11/2015	Printed		11255	ELECSYS INTERNATIONAL CORP	OCT `15 MO MAINT CHRGS	223.50
47301	09/11/2015	Printed		9303	FASTENAL COMPANY	1-8" SA WIRE STRIPPER	32.17
47302	09/11/2015	Printed		5219	FERGUSON ENTERPRISES INC,1423	1 1/2 MTR BOX&MISC	166.04
47303	09/11/2015	Printed		47610	FISCHER'S SISKIYOU BACKHOE	RNTL OF TOILET T. PARK	291.82
47304	09/11/2015	Printed		17013	GOLD NUGGET PRINTING CO.	PRKING VIOL NOTICE FORM,OVRN	520.12
47305	09/11/2015	Printed		9410	RYAN GREEN	REFND DEP R. GREEN #352160	150.00
47306	09/11/2015	Printed		22153	KEITH HAMRICK	REFND DEP K HAMERICK #301180	85.00
47307	09/11/2015	Printed		22160	JERRY HILL	REFND FOR DIESEL FUEL	67.00
47308	09/11/2015	Printed		22154	SUSAN IRVINE	REFND DEP S IRVINE #2007	58.00
47309	09/11/2015	Printed		24875	LILLY JONES	SEPT `15 CEMETERY MAINT AGRMNT	583.33
47310	09/11/2015	Printed		7260	L.N. CURTIS & SONS	ANNUAL SVC AIR COMP	1,255.88
47311	09/11/2015	Printed		31212	MANFREDI'S DEPOT	AUG `15 VEH FUEL	523.86
47312	09/11/2015	Printed		31625	MEYER & SONS HEATING	AC@LIB REPRD	669.12
47313	09/11/2015	Printed		33125	MT SHASTA ANIMAL HOSPITAL	EXAM-MSAH,EUTHAN,CREMATIO N	154.10
47314	09/11/2015	Printed		33130	MT SHASTA CITY	LAB ANALYSIS	60.00
47315	09/11/2015	Printed		9272	MT. LASSEN TROUT FARMS, INC.	799LBS TROPHY TROUT	765.52
47316	09/11/2015	Printed		39005	PACE ENGINEERING, INC.	CDBG PTA WA MSTR PLN & RT STDY	75,345.75
47317	09/11/2015	Printed		39015	PACIFIC POWER & LIGHT	JULY 15 TO AUG 14, 2015 ELEC S	19.89
47318	09/11/2015	Printed		22161	JEFFERY PESSOA	REFND DEP J. PESSOA #24454	124.00
47319	09/11/2015	Printed		40485	PRINTING SYSTEMS, INC.	1,500 CHECKS A/P	242.22
47320	09/11/2015	Printed		40490	PROTEL ANSWERING SERVICE	OUTBND CALL TIME CHRG 7961	1.30
47321	09/11/2015	Printed		44240	RAMSHAW'S ACE HARDWARE	CORNRSVR -1	12.92
47322	09/11/2015	Printed		22157	MARY V REGAN	REFND DEP MV REGAN 4119 CALWE	120.00
47323	09/11/2015	Printed		22162	DON ROYER	REFND DEP S. ROYER #23008	124.00
47324	09/11/2015	Printed		10206	PAMELA RUSSELL	AUG 25-28/SEP 1-4, 2015 CFO	1,872.50

Item 9. D.

City Manager

From: Molly Hansen <artesiama@gmail.com>
Sent: Wednesday, September 09, 2015 3:02 PM
To: City Manager
Subject: The River Exchange 23rd Annual River Clean Up

Hi Randy,

The River Exchange would like to invite the City of Dunsmuir to extend sponsorship for the 23rd annual River Clean Up event to be held on Saturday, September 19, 2015 from 9 am to 1:30 pm. Registration for the event will be held in the City Park parking area near the baseball field from 9 am to 10 am. Registrants will receive bags, gloves, trash picking tools, and a map to a specific location. A free lunch for all participants, games and prizes will take place at the Botanical Garden from 11:30 to 1:30.

May we count on a sponsorship from the City of Dunsmuir? In the past the City has sponsored \$250, but due to the late notice a sponsorship of \$100 would be greatly appreciated if at all feasible. We will place the city on the traditional "Golden Rock". These rocks have the names of the sponsors on them and are hidden along the river where the clean-up participants will be. Participants who find a golden rock receive a prize.

If the City is willing to be a sponsor of the clean up, I will bring a receipt of donation to the city office when I pick up the check.

Respectfully,

Molly Hansen
The River Exchange
575-776-4270 (cell)

RESOLUTION NO. 2015-32

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR
URGING THE STATE TO PROVIDE NEW SUSTAINABLE FUNDING FOR STATE AND
LOCAL TRANSPORTATION INFRASTRUCTURE**

WHEREAS, Governor Edmund G. Brown, Jr. has called an extraordinary session to address the immense underfunding of California's transportation infrastructure; and

WHEREAS, cities and counties own and operate more than 81 percent of streets and roads in California, and from the moment we open our front door to drive to work, bike to school, or walk to the bus station, people are dependent upon a safe, reliable local transportation network; and

WHEREAS, the City of Dunsmuir has participated in efforts with the California State Association of Counties, League of California Cities, and California's Regional Transportation Planning Agencies to study unmet funding needs for local roads and bridges, including sidewalks and other essential components; and

WHEREAS, the resulting 2014 California Statewide Local Streets and Roads Needs Assessment, which provides critical analysis and information on the local transportation network's condition and funding needs, indicates that the condition of the local transportation network is deteriorating as predicted in the initial 2008 study; and

WHEREAS, the results show that California's local streets and roads are on a path of significant decline. On a scale of zero (failed) to 100 (excellent), the statewide average pavement condition index (PCI) is 66, placing it in the "at risk" category where pavements will begin to deteriorate much more rapidly and require rehabilitation or rebuilding rather than more cost-effective preventative maintenance if funding is not increased; and

WHEREAS, if funding remains at the current levels, in 10 years, 25 percent of local streets and roads in California will be in "failed" condition; and

WHEREAS, cities and counties need an additional \$1.7 billion just to maintain a status quo pavement condition of 66, and much more revenue to operate the system with Best Management Practices, which would reduce the total amount of funding needed for maintenance in the future; and

WHEREAS, models show that an additional \$3 billion annual investment in the local streets and roads system is expected to improve pavement conditions statewide from an average "at risk" condition to an average "good" condition; and

WHEREAS, if additional funding isn't secured now, it will cost taxpayers twice as much to fix the local system in the future, as failure to act this year will increase unmet funding needs for local transportation facilities by \$11 billion in five years and \$21 billion in ten years; and

WHEREAS, modernizing the local street and road system provides well-paying construction jobs and boosts local economies; and

WHEREAS, the local street and road system is also critical for farm to market needs, interconnectivity, multimodal needs, and commerce; and

WHEREAS, police, fire, and emergency medical services all need safe reliable roads to react quickly to emergency calls and a few minutes of delay can be a matter of life and death; and

WHEREAS, maintaining and preserving the local street and road system in good condition will reduce drive times and traffic congestion, improve bicycle safety, and make the pedestrian experience safer and more appealing, which leads to reduce vehicle emissions helping the State achieve its air quality and greenhouse gas emissions reductions goals; and

WHEREAS, restoring roads before they fail also reduces construction time which results in less air pollution from heavy equipment and less water pollution from site run-off; and

WHEREAS, in addition to the local system, the state highway system needs an additional \$5.7 billion annually to address the state's deferred maintenance; and

WHEREAS, in order to bring the local system back into a cost-effective condition, at least \$7.3 billion annually in new money going directly to cities and counties; and

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF DUNSMUIR strongly urges the Governor and Legislature to identify a sufficient and stable funding source for local street and road and state highway maintenance and rehabilitation to ensure the safe and efficient mobility of the traveling public and the economic vitality of California.

RESOLVED FURTHER, that the CITY OF DUNSMUIR strongly urges the Governor and Legislature to adopt the following priorities for funding California's streets and roads.

1. **Make a significant investment in transportation infrastructure.** Any package should seek to raise at least \$6 billion annually and should remain in place for at least 10 years or until an alternative method of funding our transportation system is agreed upon.
2. **Focus on maintaining and rehabilitating the current system.** Repairing California's streets and highways involves much more than fixing potholes. It requires major road pavement overlays, fixing unsafe bridges, providing safe access for bicyclists and pedestrians, replacing storm water culverts, as well as operational improvements that necessitate the construction of auxiliary lanes to relieve traffic congestion choke points and fixing design deficiencies that have created unsafe merging and other traffic hazards. Efforts to supply funding for transit in addition to funding for roads should also focus on fixing the system first.

3. **Equal split between state and local projects.** We support sharing revenue for roadway maintenance equally (50/50) between the state and cities and counties, given the equally-pressing funding needs of both systems, as well as the longstanding historical precedent for collecting transportation user fees through a centralized system and sharing the revenues across the entire network through direct subventions. Ensuring that funding to local governments is provided directly, without intermediaries, will accelerate project delivery and ensure maximum accountability.
4. **Raise revenues across a broad range of options.** Research by the California Alliance for Jobs and Transportation California shows that voters strongly support increased funding for transportation improvements. They are much more open to a package that spreads potential tax or fee increases across a broad range of options, including fuel taxes, license fees, and registration fees, rather than just one source. Additionally, any package should move California toward an all-users pay structure, in which everyone who benefits from the system contributes to maintaining it – from traditional gasoline-fueled vehicles, to new hybrids or electric vehicles, to commercial vehicles.
5. **Invest a portion of diesel tax and/or cap & trade revenue to high-priority goods movement projects.** While the focus of a transportation funding package should be on maintaining and rehabilitating the existing system, California has a critical need to upgrade the goods movement infrastructure that is essential to our economic well-being. Establishing a framework to make appropriate investments in major goods movement arteries can lay the groundwork for greater investments in the future that will also improve air quality and reduce greenhouse gas emissions.
6. **Strong accountability requirements to protect the taxpayers' investment.** Voters and taxpayers must be assured that all transportation revenues are spent responsibly. Local governments are accustomed to employing transparent processes for selecting road maintenance projects aided by pavement management systems, as well as reporting on the expenditure of transportation funds through the State Controller's Local Streets and Roads Annual Report.
7. **Provide Consistent Annual Funding Levels.** Under current statute, the annual gas tax adjustment by the Board of Equalization is creating extreme fluctuations in funding levels – a \$900 million drop in this budget year alone. A transportation funding package should contain legislation that will create more consistent revenue projections and allow Caltrans and transportation agencies the certainty they need for longer term planning.

IT IS HEREBY CERTIFIED that Resolution 2015-32 was introduced and duly adopted by the City Council of the City of Dunsmuir at a regular meeting held on September 17, 2015 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dave Keisler, Mayor

ATTEST:

Kathryn Wilson, City Clerk

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE(S)

ABC 211 (6/99)

TO: Department of Alcoholic Beverage Control
 1900 CHURN CREEK RD
 STE 215
 REDDING, CA 96002
 (530) 224-4830

File Number: **561128**
 Receipt Number: **2315282**
 Geographical Code: **4702**
 Copies Mailed Date: **September 3, 2015**
 Issued Date:

DISTRICT SERVING LOCATION: **REDDING**

First Owner: **ARTH, PETER JR**
 Name of Business: **DOGWOOD DINER**
 Location of Business: **5841 SACRAMENTO AVE**
DUNSMUIR, CA 96025

County: **SISKIYOU**

Is Premise inside city limits? **Yes** Census Tract **0011.00**

Mailing Address:
 (If different from
 premises address)

Type of license(s): **41**

Transferor's license/name: **515083 / DEBRADAYDREAM LLC** Dropping Partner: Yes No

License Type	Transaction Type	Fee Type	Master	Dup	Date	Fee
41 - On-Sale Beer And Wine	ANNUAL FEE	NA	Y	0	09/03/15	\$350.00
41 - On-Sale Beer And Wine	PERSON-TO-PERSON TRANSFER	NA	Y	0	09/03/15	\$150.00
NA	ISSUE TEMPORARY PERMIT	NA	N	1	09/03/15	\$100.00
Total						\$600.00

Have you ever been convicted of a felony? **No**

Have you ever violated any provisions of the Alcoholic Beverage Control Act, or regulations of the Department pertaining to the Act? **No**

Explain any "Yes" answer to the above questions on an attachment which shall be deemed part of this application.

Applicant agrees (a) that any manager employed in an on-sale licensed premises will have all the qualifications of a licensee, and (b) that he will not violate or cause or permit to be violated any of the provisions of the Alcoholic Beverage Control Act.

STATE OF CALIFORNIA County of **SISKIYOU** Date: **September 3, 2015**

Under penalty of perjury, each person whose signature appears below, certifies and says: (1) He is an applicant, or one of the applicants, or an executive officer of the applicant corporation, named in the foregoing application, duly authorized to make this application on its behalf; (2) that he has read the foregoing and knows the contents thereof and that each of the above statements therein made are true; (3) that no person other than the applicant or applicants has any direct or indirect interest in the applicant or applicant's business to be conducted under the license(s) for which this application is made; (4) that the transfer application or proposed transfer is not made to satisfy the payment of a loan or to fulfill an agreement entered into more than ninety (90) days preceding the day on which the transfer application is filed with the Department or to gain or establish a preference to or for any creditor or transferor or to defraud or injure any creditor of transferor; (5) that the transfer application may be withdrawn by either the applicant or the licensee with no resulting liability to the Department.

Effective July 1, 2012, Revenue and Taxation Code Section 7057, authorizes the State Board of Equalization and the Franchise Tax Board to share taxpayer information with Department of Alcoholic Beverage Control. The Department may suspend, revoke, and refuse to issue a license if the licensee's name appears in the 500 largest tax delinquencies list. (Business and Professions Code Section 494.5.)

Applicant Name(s)

Applicant Signature(s)

See 211 Signature Page

ARTH, PETER JR

CHADWICK, DEBRA KATHLEEN

DAY, DEBRA CHRISTINE

September 14, 2015

Dear Mr. Johnson,

Dunsmuir Elementary will be hosting the 4th annual Run for the Arts event on Saturday, October 10. This Dunsmuir Rotary run is a fund-raiser for the arts programs at D.E.S.

We request permission to hold this run on some of the streets of Dunsmuir. The attached maps specify those streets. Runners will be on the streets from 8:00 a.m - 11:00 a.m.. There will be no need for road closures as we will have personnel monitoring the run at strategic spots as well as on bike. We have caution signs which will be placed throughout the routes of both races.

If you have any questions, please contact me at school at 235-4828 ext. 115.

Sincerely,
Susan Keeler
Race Director



CERTIFICATE OF LIABILITY INSURANCE

7/1/2016

DATE (MM/DD/YYYY)
9/16/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LOCKTON COMPANIES 500 West Monroe, Suite 3400 CHICAGO IL 60661 (312) 669-6900	CONTACT NAME: Lockton Companies PHONE (A/C No. Ext): 1-800-921-3172 E-MAIL ADDRESS: Rotary@lockton.com	FAX (A/C No.): 1-312-681-6769
	INSURER(S) AFFORDING COVERAGE	
INSURED 1379367 All Active US Rotary Clubs & Districts Attn: Risk Management Department 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER A: Westchester Fire Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES ROTIN01 **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PMI G23861355 007	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COM/OP AGG \$ 4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PMI G23861355 007	7/1/2015	7/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101. Additional Remarks Schedule. may be attached if more space is required)

The Certificate Holder is included as Additional Insured where required by written and signed contract or permit subject to the terms and conditions of the General Liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER City of Dunsmuir 5915 Dunsmuir Avenue Dunsmuir CA 96025 (530) 235-4822	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
RE: Dunsmuir Elementary School Run for the Arts 2015 October 10, 2015 Rotary Club of Dunsmuir, Club #439, District 5160	

© 1988-2014 ACORD CORPORATION. All rights reserved.



CERTIFICATE OF LIABILITY INSURANCE

7/1/2016

DATE (MM/DD/YYYY)

9/16/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LOCKTON COMPANIES 500 West Monroe, Suite 3400 CHICAGO IL 60661 (312) 669-6900	CONTACT NAME: Lockton Companies PHONE (A/C, No, Ext): 1-800-921-3172 E-MAIL ADDRESS: Rotary@lockton.com	FAX (A/C, No): 1-312-681-6769
	INSURER(S) AFFORDING COVERAGE	
INSURED 1379367 All Active US Rotary Clubs & Districts Attn: Risk Management Department 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER A: Westchester Fire Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES ROTIN01 **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PMI G23861355 007	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COM/OP AGG \$ 4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PMI G23861355 007	7/1/2015	7/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION S			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below			NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is included as Additional Insured where required by written and signed contract or permit subject to the terms and conditions of the General Liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER Dunsmuir Elementary School District 4760 Siskiyou Avenue Dunsmuir CA 96025 (530) 235-4828	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE:
RE: Dunsmuir Elementary School Run for the Arts 2015 October 10, 2015 Rotary Club of Dunsmuir, Club #439, District 5160	

© 1988-2014 ACORD CORPORATION. All rights reserved.

City Council Agenda Item

Interim City Manager Staff Report

Public Hearing Staff Report

Item No: 10.A.
Date: September 17, 2015
Subject: Consideration and approval of second reading and adoption of Ordinance No. 549, An Ordinance of the City Council of the City of Dunsmuir Adopting the Dunsmuir City Code

First reading of Ordinance No. 549 was completed at your September 3 regular meeting. It was presented at that time that this ordinance was previously approved but due to not printing correct version of ordinance it became invalid.

There is no change made to Ordinance 549 from its prior version.

Recommendation: Move to read Ordinance No. 549 by number and title only.

Move to approve second reading and adopt Ordinance No. 549, An Ordinance of the City Council of the City of Dunsmuir Adopting the Dunsmuir City Code. (Requires Roll Call Vote)

ORDINANCE NO. 549

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR, CALIFORNIA, ADOPTING THE DUNSMUIR CITY CODE

WHEREAS, this City Council finds and determines that it is in the best interest of the City of Dunsmuir to clarify that all code sections of the Dunsmuir City Code be considered in effect and valid with the exception of Chapter 17.34, Chapter 1.06, and Section 1.08.010(C).

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

SECTION 1. Pursuant to the provisions of Government Code Sections 50022.1 through 50022.8 and 50022.10, there is hereby adopted the Code entitled "The Code of the City of Dunsmuir, California" (2015 Edition), also known as the "Dunsmuir City Code" (2015 Edition), originally published in 1995 by LexisNexis Municipal Codes, which also published supplements 1, 2, 3, and 4 to the Dunsmuir City Code, after which Municipal Code Corporation succeeded LexisNexis Municipal Codes and published supplements 5 and 6 to the Dunsmuir City Code, consisting of Titles 1, 2, 3, 5, 6, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, each inclusive, together with those secondary codes adopted by reference as authorized by the California State Legislature, save and except those portions of the secondary codes as are deleted, modified or amended by the provisions of the Dunsmuir City Code with the exception of Chapter 17.34 and Chapter 1.06 which are deleted, and Section 1.08.010(C) which is amended to read as follows:

Section C – Any person convicted of an infraction for violation of an ordinance of the City is punishable by a penalty of no more than six-hundred and seventy-five dollars (\$675.00).

SECTION 2. All ordinances of a general and permanent nature enacted on or before December 13, 2012, and not included in the Code or recognized and continued in force by reference therein, are repealed.

SECTION 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance. Nor does the repeal provision apply to Ordinance No. 548 which shall remain in full force and effect.

SECTION 4. The adoption of the Dunsmuir City Code is intended by the City Council to be a continuation of existing ordinances and nothing is intended to modify or enact any new taxes. To the extent the provisions of the 2015 Edition of the Dunsmuir City Code are substantively the same as existing law, the provisions of the Dunsmuir City Code (2015 Edition) shall be considered a continuation of existing law and not new enactments.

Section 5. The recodification and adoption of the Dunsmuir City Code (2015 Edition) and the repeal provided for in section 2 of this Ordinance shall not affect the following matters or municipal legislation:

- a) Action and proceedings that began before the effective date of this Ordinance.
- b) Civil, criminal and administrative proceedings concerning ordinance violations committed before the effective date of this Ordinance.
- c) The amount of or collection of license, fee, penalty debt, forfeiture or obligation due and unpaid as of the effective date of this Ordinance.
- d) Bonds and cash deposits required to be posted, filed or deposited pursuant to any ordinance, resolution or regulation.
- e) Matters of record that refer to or are connected with a provision of the Code as originally published in 1995 by LexisNexis Municipal Codes, which also published supplements 1, 2, 3, and 4 to the Code, after which Municipal Code Corporation succeeded LexisNexis Municipal Codes and published supplements 5 and 6 to the Dunsmuir City Code, as amended. Such references shall be construed to apply to the corresponding provisions of the Dunsmuir City Code (2015 Edition).
- f) Ordinance No. 543 adopted December 13, 2012.
- g) Ordinance No. 545 adopted May 21, 2015.
- h) Ordinance No. 546 adopted June 18, 2015.
- i) Ordinance No. 547 adopted July 2, 2015.

Section 6. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished according to the penalties set forth in the Dunsmuir City Code which are as follows:

- a) Any person violating any of the provisions or failing to comply with any of the mandatory requirements of the ordinances of the city shall be guilty of an infraction unless the violation is made a misdemeanor by ordinance.
- b) Except in cases where a different punishment is prescribed by any ordinance of the city, any person convicted of a misdemeanor for violation of an ordinance of the city is

punishable by a fine of not more than one thousand five hundred dollars (\$1,500.00) or by imprisonment not to exceed six months or by both such fine and imprisonment.

c) Except in cases where a different punishment is prescribed by any ordinance of the city, any person convicted of an infraction for violation of an ordinance of the city is punishable by a penalty of not more than six-hundred and seventy-five dollars (\$675.00).

d) Each such person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the ordinances of the city is committed, continued or permitted by any such person, and he shall be punishable accordingly.

e) Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City of Dunsmuir may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

SECTION 7. Additions or amendments to the Code when passed in such form as to indicate the intention of the City Council of the City of Dunsmuir to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

SECTION 8. Ordinances adopted after Ordinance No. 549 that amend or refer to ordinances that have been codified in the Code, shall be construed as if they amend or refer to like provisions of the Code.

SECTION 9. CEQA. This ordinance is not a “project” subject to the California Environmental Quality Act (CEQA). “Project” does not include “general policy and procedure making” or “organization or administrative activities of governments that will not result in direct or indirect physical changes in the environment” pursuant to CEQA Guidelines 15378(b).

SECTION 10. 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 11. 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 12. 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 3rd day of September, 2015, by the following vote:

- AYES: Deutsch, Syrrist, Keisler
- NOES: None
- ABSENT: Craig, Spurlock
- ABSTAINING: None

FINAL PASSAGE AND ADOPTION by the City Council of the City of Dunsmuir occurred at an adjourned regular meeting thereof held on the 24th day of September, 2015, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAINING:

Dave Keisler, Mayor

ATTEST:

Kathryn Wilson, City Clerk

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Dunsmuir will hold one public hearing on Thursday, September 17, 2015 at 6:00 p.m. The public hearing will be held at the City of Dunsmuir Council Chambers, 5902 Dunsmuir Ave, Dunsmuir, CA.

The second reading and adoption of Ordinance No. 549, an Ordinance of the City Council of the City of Dunsmuir, California, adopting the Dunsmuir City Code.

The purpose of the public hearing will be to give citizens an opportunity to make their comments known. If you are unable to attend the public hearing, you may direct written comments to Randy Johnsen, City Manager, City of Dunsmuir, 5915 Dunsmuir Ave, Dunsmuir, CA 96025. In addition, information may be obtained at the above address between the hours of 9:00 a.m. and 4:30 p.m. on weekdays. Verbal and written comments will be accepted at the meeting.

Should any person challenge the proposal in court, that person may be limited to raising only those issues raised at the public hearings or in written correspondence delivered to City Hall prior to the public hearings. The City will not accept facsimile comments, or comments without an original signature. Since the comments are part of the official record please be sure that the comment is legible, including the name of the author or signatory. For further information regarding the above project, please contact Randy Johnsen, Interim City Manager by telephoning 530.235.4822 ext. 103 or emailing citymanager@ci.dunsmuir.ca.us.

City Council Agenda Item
Interim City Manager Staff Report
Old Business

Item No: 11.~~1~~^A *24*
Date: September 17, 2015
Subject: Consider and authorize inclusion of engineering services, environmental services, land acquisition, and other services needed to prepare final application for Central Dunsmuir Water Tank replacement project including related water main replacements

Paul Reuter of PACE has been working with City staff to present applications for funding to IRWP. Three projects submitted for current round of funding were designated tier 1 projects. Two of those projects were further recommended for funding and City should be notified in November or December that these projects can go forward and be constructed in early 2016.

The third project, while designated a highly desirable project for funding, could not be recommended for this year's round of funding as it is not "ready" to be constructed. The attached proposal presents the additional work needed to make the project "ready" for funding.

The cost for the preliminary work is estimated at \$151,252 with this amount eligible to be reimbursed from the IRWP grant if and when awarded. This amount does not include any property purchase needed or final engineering design. The total grant amount requested is \$2.9 million.

Recommendation: Move to authorize PACE to proceed with projects necessary and as proposed in September 3, 2015 proposal for engineering services, August 31, 2015 proposal for right of way acquisition and appraisal services, and September 1, 2015 proposal to provide NEPA/CEQA support services for Downtown Water Tank Relocation and Replacement project, and authorize funding for this work from Water Enterprise fund.



September 3, 2015

204.40

SENT BY EMAIL ONLY

citymanager@ci.dunsmuir.ca.us

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

Dear Randy,

Subject: PROPOSAL FOR ENGINEERING SERVICES
2016 IRWM Proposition 1 Grant-Funded Project
DOWNTOWN WATER TANK RELOCATION AND REPLACEMENT PROJECT

As you know, the City of Dunsmuir applied for funding in the last (and final) round of IRWM Proposition 84 funding to fund the proposed project. It was ranked amongst the highest of any project in the Upper Sacramento/McCloud Region. However, due to funding limitations, it was not recommended for final funding. With the onset of Proposition 1 funding into the IRWM program, there is opportunity to obtain grant money to fund the subject project as part of the 2016 grant solicitation.

An important criteria for funding a particular project is how quickly construction can be implemented. The subject project requires acquisition of a tank site and easements and well as a more substantial environmental review, than projects that just replace existing pipelines. This effort can take four to six months – longer than what is viewed as favorable by the Regional Water Management Group (RWMG). As such, we are recommending the City proceed with the Site and easement acquisition, and environmental work so that these tasks are completed when it comes time to apply for the upcoming IRWM Proposition 1 funding.

This proposal addresses only that work which is necessary to accomplish these tasks, including CEQA and NEPA environmental review, permit acquisition, boundary surveys, legal description preparation, property appraisals and acquisition costs. To assist in these efforts, PACE intends to hire Enplan, Redding, CA to prepare the environmental review documentation. In addition, PACE will hire Martin Appraisal & Acquisition Company, Redding, CA to assist with acquiring the necessary easements and new tank site. Attached Figure 1 shows the proposed project components, including site and easement acquisition requirements.

The proposed budget tables and task numbers are tied to those required by the IRWM funding source, which are similar to what the City recently approved for the engineering work on the upcoming IRWM-funded South and North Dunsmuir projects.

Below is the Scope of Work for engineering/environmental/acquisition services needed to position the subject project for the next round of IRWM Proposition 1 grant funding.

SCOPE OF WORK

Specific tasks for which PACE is proposing to provide engineering and/or other professional services, are summarized below. Remaining tasks will be recommended for authorization after the City is invited to submit a final funding application for the project.

Task 4 – Land Purchase/Easements

Task 5 – Feasibility Studies

Task 6 – CEQA and NEPA Documentation

Task 7 – Permitting

Tasks which the City will be asked to authorize after it is invited to submit a final funding application are as follows. PACE will provide a separate proposal for these services.

Task 8 – Design

Task 9 – Project Performance Monitoring Plan

Task 10 – Contract Services

Tasks which the City will be asked to authorize after it receives a final funding agreement from Department of Water Resources (DWR) will be as follows. PACE will provide a separate proposal for these services as well.

Task 1 – Project Management

Task 2 – Labor Compliance Reporting

Task 3 – Reporting

Task 11 – Construction Administration

Task 12 – Construction/Implementation Activities

Task 13 – Construction/Implementation Contingency

Task 14 – USR Tasks

Below is a description of work to be performed entirely, or in part, by PACE for implementing the subject project. Reference is made to the attached Tables 1 through 3.

TASK 4 – PROPERTY/ROW/SITE AND EASEMENT ACQUISITION

It will be necessary to acquire a 1.4+/- acre tank site for constructing the proposed 0.9 million gallon storage tank. In addition, three utility easements will be necessary to construct a new 12-inch water main between Willow Street and the new tank. PACE will perform field boundary surveys for establishing property boundaries in the area. From this information, along with preliminary title reports obtained from a local title company, PACE will prepare legal descriptions for the proposed easements.

In addition, a detailed topographic survey will be completed at the proposed tank site and a preliminary site and grading plan prepared. This effort will dictate the final boundaries of the proposed tank site.

Once this work is completed, Martin Appraisal & Acquisition Company will conduct appraisals of all sites and work with affected property owners for acquisition of said tank site and easements. The proposal from Martin Appraisal & Acquisition is included at the end of this proposal. Their cost estimate is \$15,000, not including title, escrow, site acquisition and PACE mark-up.

The value of the tank site and easements, including title and escrow fees is unknown until the appraisals are completed. However, as a placeholder for these expenses, it is assumed the total value of this about \$17,000, not including other acquisition costs.

TASK 5 – FEASIBILITY STUDIES

While no feasibility studies are envisioned for this work, there are three efforts that would be required in order to complete the subject project.

1. Preliminary Water Tank and Infrastructure Layout: After field topographic surveys are completed, it will be necessary to prepare a preliminary grading and utility plan in order to establish the exact property boundaries needed for the new tank site.
2. Preliminary IRWM Funding Application: Once the application procedures for the new IRWM Proposition 1 funding becomes available, it will be necessary to prepare application materials for the subject project. PACE performed a similar effort to assist the City during preliminary IRWM funding requests for the South and North Dunsmuir Pipeline Replacement Projects.
3. Final IRWM Funding Application: Assuming the subject project continues to be favored heavily by representatives in the IRWM region, it could be recommended for final funding as part of a regional project application. If so, it will be necessary to prepare required materials for the final IRWM funding application. PACE assisted the Upper Sacramento/McCloud Region in preparing the final funding application documents for the current IRWM region project for remaining Proposition 84 funding.

TASK 6 – CEQA & NEPA DOCUMENTATION

PACE intends to acquire the services of Enplan, Redding, CA, to perform environmental reviews in accordance with California Environmental Quality Act (CEQA) and National Environmental Protection Act (NEPA). The NEPA component is not required for IRWM funding, but would be for USDA Rural Development financing. Due to the amount of time it takes to go through the environmental process, it is recommended the City pursue both CEQA and NEPA clearance, in case IRWM funding is not obtained. Having NEPA clearance will allow the City to qualify for a low-interest loan from USDA Rural Development to proceed with the project, if so desired.

The proposal from Enplan is included at the end of this proposal. Their cost estimate to perform environmental services is \$55,000, not including PACE mark-up.

TASK 7 – PERMITTING

No work is expected to occur within Siskiyou County lands, thus, a County encroachment permit will not be required. However, portions of the proposed pipeline alignment will fall within the Caltrans right-of-way. Thus, it will be necessary to obtain a Caltrans encroachment permit. There may be drainage culvert crossings which will require consultation with California Department of Fish and Wildlife. Except for construction-related permits, Enplan will coordinate acquisition of project permits. PACE will pay any required permit fees and bill the City through our normal billing practices. If permit fees exceed the amounts shown in Table 3, it may be necessary to tap project contingency funds to make up the difference.

FEE AMOUNTS

Fee amounts for the respective tasks are detailed in Tables 1 through 3, attached, and summarized below.

TASK	TOTAL
Task 4 – Land Purchase/Easements	\$52,252
Task 5 – Feasibility Studies	\$16,282
Task 6 – CEQA & NEPA Documentation	\$72,900
Task 7 – Permitting	\$10,296
TOTAL:	\$151,252

As indicated hereinbefore, the actual amount for Land Purchase/Easements won't be known until the final property appraisals and negotiations are completed. Also, we anticipate an Initial

Study/Mitigated Negative Declaration (IS/MND) will be the required approach to complete the environmental. However, if during this effort, an environmental issue is discovered, there could be additional environmental studies required, which are not included in this fee estimate.

SCHEDULE

We anticipate the following schedule if the City directs our team to proceed with the work on or before its September 17, 2015 council meeting.

September 17, 2015:	City authorize PACE to proceed with the work
October 2, 2015:	Complete field survey work
October 23, 2015:	Mapping and draft legal descriptions complete
November 6, 2015:	Preliminary site/utility plan completed
February 12, 2016:	Tank site and pipeline easements acquired
March 18, 2016:	Final environmental adopted by the City
Spring 2016:	Preliminary IRWM Proposition 1 funding application
Summer 2016:	Final IRWM Proposition 1 funding application
Fall 2016:	City authorize final engineering design (Not in Contract)

We appreciate the opportunity to assist the City on this important project. Feel free to give us a call if you have any questions or comments regarding this proposal.

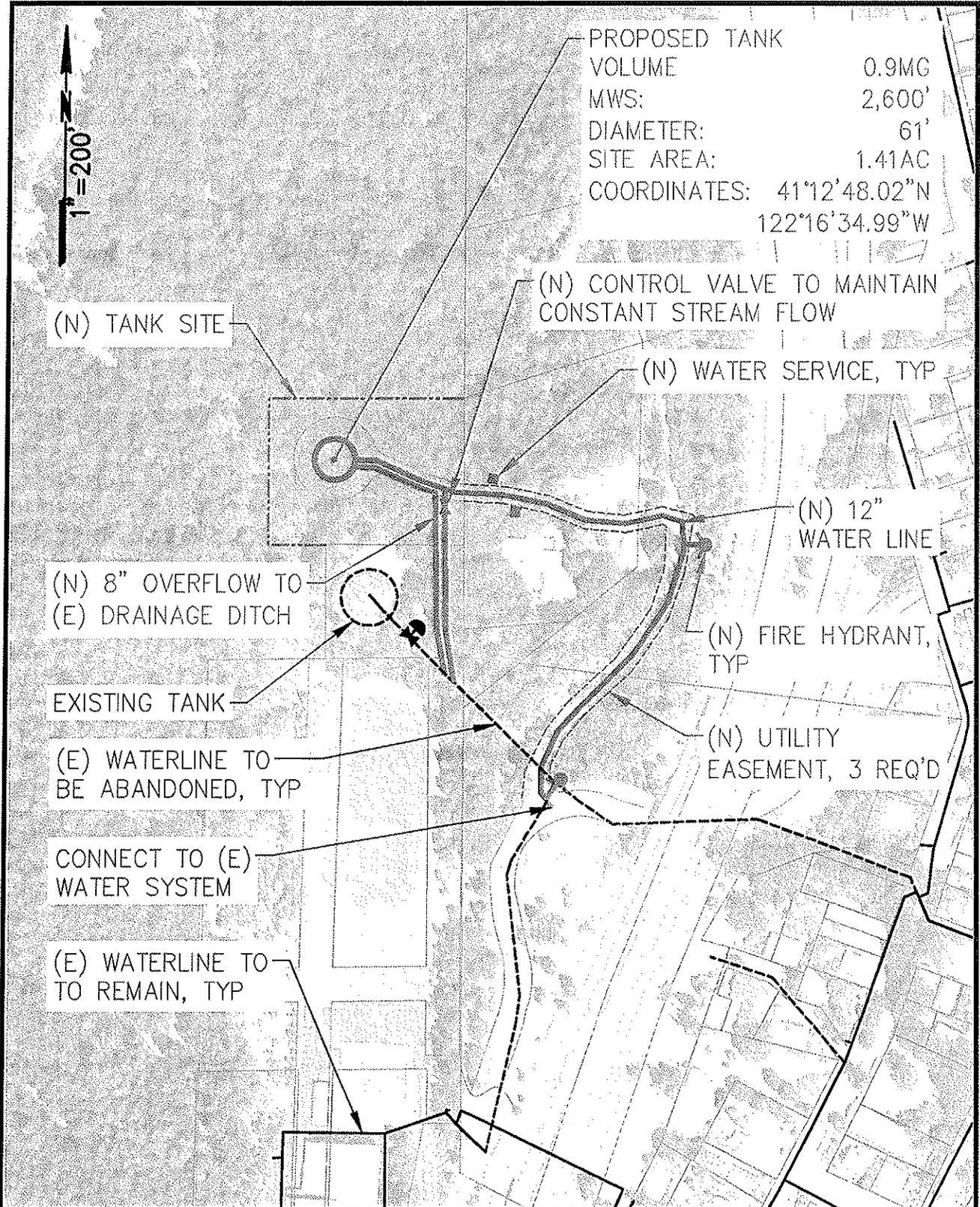
Sincerely,



Paul J. Reuter, P.E.
Managing Engineer

PJR
Enclosures

M:\Jobs\0204\0204.40 City Engineer\2016 IRWM Prop 1 Grant Application\Downtown Tank Project\Ltr - Proposal for Downtown Tank.docx



PROPOSED TANK
 VOLUME 0.9MG
 MWS: 2,600'
 DIAMETER: 61'
 SITE AREA: 1.41AC
 COORDINATES: 41°12'48.02"N
 122°16'34.99"W



(N) TANK SITE

(N) CONTROL VALVE TO MAINTAIN
 CONSTANT STREAM FLOW

(N) WATER SERVICE, TYP

(N) 12"
 WATER LINE

(N) 8" OVERFLOW TO
 (E) DRAINAGE DITCH

(N) FIRE HYDRANT,
 TYP

EXISTING TANK

(N) UTILITY
 EASEMENT, 3 REQ'D

(E) WATERLINE TO
 BE ABANDONED, TYP

CONNECT TO (E)
 WATER SYSTEM

(E) WATERLINE TO
 TO REMAIN, TYP

Plot Date: August 26, 2015 - 9:27 am Login Name: gmaxwell
 File Name: M:\Land Projects\0204.52 CDBG PTA Water Master Plan and Rate Study\DWG\High School Tank.dwg. Layout: 8.5x11 Portrait

DATE 8/14	<p>PACE ENGINEERING REDDING, CALIFORNIA</p>	CITY OF DUNSMUIR DOWNTOWN TANK PROJECT	FIGURE 1 JOB #204.40
--------------	--	--	-------------------------

TABLE 1 - Project Budget

Proposal Title: Upper Sacramento, McCloud, and Lower Pit 2015 IRWM Grant Proposal Project Title: City of Dunsmuir Downtown Water Tank Relocation and Replacement Project Project serves a need of a DAC?: Yes No Funding Match Waiver request?: Yes No					
Category	(a) Requested Grant Amount	(b) Cost Share: Non-State Fund Source (Funding Match)	(c) Cost Share: Other State Funding Sources	(d) Total Cost	(e) % Funding Match
Direct Project Administration Costs (See Tables 8.6 and 8.6a as all administration costs are included in Project 6: Grant Administration)					
(a)					
Task 1	Project Management	\$0	\$0	\$0	\$0
Task 2	Labor Compliance Program	\$0	\$0	\$0	\$0
Task 3	Reporting	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0
(b)	Land Purchase/Easements - (n/a)				
Task 4	Property/ROW/Site and Easement Acquisition	\$52,252	\$0	\$52,252	\$0
	Subtotal:	\$52,252	\$0	\$52,252	\$0
(c)	Planning/Design/Engineering/ Environmental Documentation (See Table 8.3c)				
Task 5	Feasibility Studies	\$16,282	\$0	\$16,282	\$0
Task 6	CEQA Documentation	\$72,900	\$0	\$72,900	\$0
Task 7	Permitting	\$10,296	\$0	\$10,296	\$0
Task 8	Design	\$0	\$0	\$0	\$0
Task 9	Project Performance Monitoring Plan	\$0	\$0	\$0	\$0
	Subtotal:	\$99,478	\$0	\$99,478	\$0
(d)	Construction/Implementation (See Table 8.3d)				
Task 10	Contract Services	\$0	\$0	\$0	\$0
Task 11	Construction Administration	\$0	\$0	\$0	\$0
Task 12	Construction/Implementation Activities (See Table 8.3.d.12)	\$0	\$0	\$0	\$0
Task 13	Construction/Implementation Contingency	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0
(e)	Other USR Costs (See Table 8.3e)				
Task 14	USR Task	\$0	\$0	\$0	\$0
	Subtotal:	\$0	\$0	\$0	\$0
	Total	\$151,730	\$0	\$151,730	\$0

TABLE 2
CITY OF DUNSMUIR
DOWNTOWN WATER TANK RELOCATION AND REPLACEMENT PROJECT
LAND PURCHASE/EASEMENTS

WORK TASK	WORK HOURS											Category Subtotal
	Project Mngrr/Managing Engr	Assoc Engr E-4	Staff Engr E-3	Staff Engr E-2	Staff Engr E-1	Survey Supervisor	2-Man Survey Crew	CADD Tech/Staff Engr T-3	Admin Staff			
TASK 4 - Land Purchase/Easements (by Martin Appraisal & Right-of-Way Acquisition)												
a. Boundary and topographic field surveys	4		4			4	16	6				\$7,884
b. Mapping			2			2		16				\$2,324
c. Prepare legal descriptions			2			6		12	4			\$2,760
d. Project coordination and management	8		16									\$3,584
e. Acquire four (4) preliminary title reports @ \$500 each, plus 10% PACE mark-up												\$2,200
f. Title and escrow fees (paid by City)												\$2,000
g. Subconsultant - Martin Appraisals, plus 10% PACE mark-up												\$16,500
h. Acquire tank site (in fee) and three utility easements (\$6,000/AC for tank site & \$0.15/SF for easements)												\$15,000
											Subtotal Task 4:	\$52,252
											TASK 4 PACE COST:	\$37,252
TOTAL PERSON HOURS (Not including Tasks 1 and 3)	12	0	24	0	0	12	16	34	4			
LABOR \$/HOUR	\$188	\$145	\$130	\$122	\$110	\$152	\$334	\$110	\$67			
LABOR COST PER CLASSIFICATION	\$2,256	\$0	\$3,120	\$0	\$0	\$1,824	\$5,344	\$3,740	\$268			
											TOTAL PACE COSTS	\$37,252

TABLE 3
CITY OF DUNSMUIR
DOWNTOWN WATER TANK RELOCATION AND REPLACEMENT PROJECT
PLANNING/DESIGN/ENGINEERING/ENVIRONMENTAL DOCUMENTATION

WORK TASK	WORK HOURS											Category Subtotal
	Project Mng'r/Managing Engr.	Assoc Engr E-3	Staff Engr E-3	Staff Engr E-2	Staff Engr E-1	Survey Supervisor	2-Man Survey Crew	CADD Tech/Staff Engr. 1-3	Admin Staff			
TASK 5 - FEASIBILITY STUDIES (by PACE)												
a. Preliminary water tank and infrastructure layout	4		12									\$2,312
b. Prepare preliminary IRWM funding application	8	2	8		12							\$4,154
c. Prepare final IRWM funding application	12	40			16							\$9,816
Subtotal Task 5:	24	42	20	0	28	0	0	0	0	0	0	\$16,282
TASK 6 - CEQA & NEPA DOCUMENTATION (by Emplan)												
a. Project coordination and management	16		16									\$5,088
b. Assist with permit acquisition	4		12									\$2,312
c. Permit fees (Caltrans and CDFW) - Paid by City												\$5,000
d. CEQA/NEPA environmental documentation by Emplan, plus 10% PACE mark-up												\$60,500
Subtotal Task 6:	20	0	28	0	0	0	0	0	0	0	0	\$72,900
TASK 7 - PERMITTING (by Emplan and PACE)												
a. Coordination with permit agencies	2	4			8							\$1,836
b. Prepare permit applications		4			8							\$1,460
c. Emplan coordination with permit agencies, plus 10% PACE mark-up												\$5,500
d. PACE pay City permit fees (Caltrans and CDFW), plus 10% PACE mark-up												\$1,500
Subtotal Task 7:	2	8	0	0	16	0	0	0	0	0	0	\$10,296
TASK 8 - DESIGN (by PACE)												
a. Utility coordination												
b. Hydraulic modelling												
c. Design topographic and boundary surveying												
d. Mapping												
e. Preliminary site plan and pipeline layout												
f. Prepare 50% design plans												
g. Prepare 90% design plans												
h. Prepare contract and bid documents												
i. Prepare documents for bidding												
Subtotal Task 8:	0	0	0	0	0	0	0	0	0	0	0	\$0
TASK 9 - PROJECT PERFORMANCE MONITORING PLAN (by PACE and Owner staff)												
a. Consultation with Owner's staff												
b. Develop plan												
c. Assist Owner staff with collecting/preparing data												
d. Owner staff time (___ hours @ \$60/hour)												
Subtotal Task 9:	0	0	0	0	0	0	0	0	0	0	0	\$0
TASK 9 PACE COST:												\$0
TOTAL PLANNING/DESIGN/ENGINEERING/ENVIRONMENTAL DOCUMENTATION:												\$99,478
TOTAL PERSON-HOURS												
LABOR \$/HOUR												\$67
LABOR COST PER CLASSIFICATION												\$0

TO BE COMPLETED AFTER ENVIRONMENTAL AND RIGHT-OF-WAY ACQUISITION IS COMPLETED.

TO BE COMPLETED AFTER ENVIRONMENTAL AND RIGHT-OF-WAY ACQUISITION IS COMPLETED.

PROPOSAL

RIGHT OF WAY ACQUISITION AND APPRAISAL SERVICES FOR THE DUNSMUIR WATER TANK AND WATERLINE PROJECT DUNSMUIR, SISKIYOU COUNTY, CALIFORNIA

Prepared for
Pace Engineering, Inc.
1730 South Street
Redding, CA 96001

Prepared by
Martin Appraisal & Acquisition
Robert P. Martin, Right of Way Acquisition Agent
State of California Certified General R.E. Appraiser # AG002328
(Expires November 17, 2016)
State of California Licensed R.E. Broker #0053915
P.O. Box 992528, Redding, CA 96099-2528
Telephone (530) 241-6005; email 4112robert@gmail.com

As of August 31, 2015

ACQUISITION AND APPRAISAL SERVICES PROPOSAL

PACE ENGINEERING (“CONTRACTOR”) AND MARTIN APPRAISAL & ACQUISITION (“SUBCONTRACTOR”)

CITY OF DUNSMUIR TANK SITE AND WATER LINE PROJECT DUNSMUIR, SISKIYOU COUNTY, CALIFORNIA

- A. All contacts with the property owners or representatives will be in conformance with the "Uniform Relocation Assistance and Real Property Acquisition Act" and the California Government Codes, Sections 7260 through 7276 et seq.
- B. All acquisition and appraisal work will be conducted in accordance with the Code of Ethics of the International Right of Way Association, the Code of Ethics of the Appraisal Institute, and the Uniform Standards of Professional Appraisal Practice.
- C. All acquisition and appraisal work will conform with the Americans with Disabilities Act (ADA) of 1990, as well as all applicable regulations and guidelines issued pursuant to the ADA (42 U.S.C. 12101 et seq.)
- D. All appraisal and acquisition work will comply with Government Code Section 8355, assuring a drug-free workplace.
- E. Subcontractor will send out a project information letter to each owner with a description of the project and the process for completing the acquisition within one week of receipt of preliminary title reports. Owners will be alerted that an Appraiser will be contacting them to determine if they or their representatives wish to accompany the Appraiser at the time of inspection, per code requirements.
- F. Appraiser will send out a certified letter to each owner and invite them to meet with the Appraiser at the time of the inspection.
- G. Appraisal reports that certify the appraisals conform to USPAP will be delivered to Contractor for review within approximately four weeks of receipt of preliminary title reports, area calculations, legal descriptions and plats.
- H. Upon authorization to proceed, Subcontractor will send out by certified mail an initial offer letter to each owner. This letter will include the appraisal, the offer of just compensation, granting documents, a right of way agreement, Title VI documents, a pamphlet on use of eminent domain in California, and a “Summary Statement Accompanying Government Code Section §7267.2(a) Offer”. This will be accomplished within one week of Contractor’s authorization to proceed with offers and approval of the format of the deed and right of way contract.
- I. Within one week of sending initial offer letters or upon receiving “certified mail receipts”, Subcontractor will make telephone calls to all owners and set up appointments with local owners. Agent will thoroughly explain the project and appraisal process and make a fair market value offer. Up to three subsequent contacts will be made, if necessary, in an attempt to reach a settlement. Owners located outside the project area will be contacted by telephone and certified mail. At least four significant contacts with all owners will be attempted. Subcontractor will discuss preliminary title reports with owners and attempt to obtain

signatures on deeds, right of way agreements and any other necessary documents. Subcontractor will notify Contractor as to which owners may require condemnation.

- J. Subcontractor will maintain a diary for each parcel. This will be available to Contractor upon request. All significant contacts, whether by mail, in person or by telephone, will be entered in the diary.
 - K. Subcontractor will go through all appraisals in order to be familiar with the content and implications of the individual acquisitions and the comparable sales data. Subcontractor will discuss with the Appraiser any special circumstances, such as access problems to the proposed right of way or acquisitions resulting in damages to remainders.
 - L. Subcontractor will provide timely status reports on acquisition progress to Contractor.
 - M. Document preparation and preliminary services provided by Subcontractor:
 - 1. Individual appraisal reports.
 - 2. Individual files with complete diaries and grantor information.
 - 3. (Contractor to provide assessor parcel numbers, preliminary title reports, deeds, legal descriptions and plats of area to be acquired, showing area calculations for easements).
 - 4. Right of Way Agreement (to be pre-approved by Contractor).
 - 5. Temporary Construction Easements, if necessary (will be addressed in the Right of Way Agreement).
 - 6. Right to Construct, if requested
 - 7. Right of Entry, if requested
 - 8. Landowner Notifications, such as Title VI Statutes and Regulations and Eminent Domain Pamphlet
 - N. Subcontractor will make every effort to obtain signatures on all required documents. Subcontractor will consult with Contractor on all legal issues regarding acquisitions. This includes cases where at least four attempts to settle have been made without reaching agreement, and possible condemnation is being considered. The timeline for obtaining signatures is estimated to be approximately four to six weeks from making the offers.
 - O. Subcontractor will not be responsible for any escrow, notary, title or other fees.
-

ADDITIONAL SERVICES, INDEPENDENT CONTRACTOR STATUS AND FEES

- A. Acquisition travel outside a thirty mile radius of the Project Area or Redding area to secure interests will be at a mileage rate of \$0.75 per mile.
- B. Additional acquisition client contacts above four will be billed at \$200 per hour for principal agent, and \$75 for technician and clerical.
- C. Additional appraisal services or expert testimony, if requested, shall be billed at \$225 per hour.
- D. Independent Contractor: Subcontractor shall perform work as an independent contractor and not as an employee or agent of Contractor.

TOTAL FEE AND PAYMENT

TOTAL FEE FOR SERVICES AS OUTLINED ABOVE WILL BE \$15,000. It is understood that work will be billed monthly based upon services performed to date. A final billing will be made when files are submitted to Contractor as completed or recommended for condemnation.

This contract will expire on December 31, 2015.

SUBMITTED BY:

Robert P. Martin, Right of Way Acquisition Agent
Martin Appraisal & Acquisition



BD-06
September 1, 2015

Paul Reuter, Managing Engineer
PACE Engineers, Inc.
1730 South St
Redding, CA 96001

SUBJECT: Proposal to Provide NEPA/CEQA Support for the City of Dunsmuir Downtown Water Tank Project

In response to your request, ENPLAN is pleased to provide you with a work scope and cost estimate for preparation of environmental documentation in support of the City of Dunsmuir's Downtown Water Tank Project. The City is proposing to construct a new 0.9-million-gallon water storage tank on a 1.41-acre site near Dunsmuir High School. Associated improvements will include a new 12-inch water main, an 8-inch overflow pipe, an access road to the new tank, a supervisory valve, several pressure-reducing valves, and fire hydrants. The City may elect to remove the old tank after the new tank is in service.

The environmental review requirements of both NEPA and CEQA must be met. U.S. Department of Agriculture, Rural Development, will be the federal lead agency for the project. Federal environmental compliance will be achieved through preparation of an Environmental Report/NEPA Environmental Assessment in accordance with RUS Bulletin 1794A-602. We anticipate that coverage under CEQA will be met through preparation of an Initial Study and Mitigated Negative Declaration (IS/MND); the City of Dunsmuir will serve as the CEQA lead agency. Because the tank would be located on lands outside the City of Dunsmuir municipal boundary, we will coordinate our work with Siskiyou County, as needed.

Work Tasks

Technical Studies

Technical studies needed in support of the project include biological studies, a wetland delineation, a cultural resource study, air quality/greenhouse gas emissions analysis, and a hazards/hazardous materials evaluation. Details of each technical study are provided below.

Biological Studies

Numerous special-status plant and animal species could potentially occur in the vicinity of the project site. Biological field studies to document the presence, potential presence, or absence of special-status species will be conducted in accordance with current agency standards, as outlined below.

Pre-field Research. ENPLAN will conduct a biological records search prior to initiating fieldwork in order to obtain information on special-status species previously reported in the vicinity. Records reviewed will include those maintained by the U.S.

Fish and Wildlife Service (USFWS), National Marine Fisheries Service (NMFS), California Department of Fish and Wildlife (CDFW), and California Native Plant Society.

Botanical Field Survey. We will conduct a botanical field survey of the project site to document the plant communities present on the site and determine their potential to support special-status species. Plant species observed in the field will be identified to the lowest taxonomic level possible, given seasonal constraints. Surveys will be conducted on up to two occasions during the course of our study to ensure that the study meets state and federal standards.

Wildlife Field Survey. A general wildlife survey will be undertaken by our wildlife biologist. A list of wildlife species observed in the field will be prepared. Any identified occurrences of special-status wildlife populations or important habitats for special-status wildlife will be documented and mapped. Completion of species-specific surveys, if required by reviewing agencies, would be undertaken under a separate authorization.

Report Preparation. Results of the biological field studies will be incorporated directly into the Initial Study. Documentation will include a description of existing conditions, our study methodology, the results of our records search and field studies, an impact assessment, and recommended mitigation measures, as well as appropriate maps, photographs, data forms, species lists, and other supporting information.

Wetland Delineation

ENPLAN conducted a field reconnaissance of the project site in 2010. We identified a stream corridor and possible wetlands in the project vicinity. Because these features could be affected by project construction, a wetland delineation will be prepared for submittal to the Corps of Engineers. The full extent of documentation needed will be determined in conjunction with Corps staff, but work is expected to include the following:

Pre-field Research. ENPLAN will review soil survey data, lists of hydric soils, National Wetlands Inventory maps, and our in-house records for the study area.

Field Evaluation. ENPLAN will conduct a field assessment of vegetation, soils, and hydrologic characteristics in the study area to determine if any wetlands or "Other Waters of the United States" (e.g., streams) are present on the site. If such features are present, we will identify and flag the boundaries of the features and obtain coordinates of the boundaries using a GPS unit with sub-meter accuracy. Field data sheets for wetlands and contrasting upland sites will be completed.

Acreage Calculations. We will determine the extent of wetlands and other waters of the United States present in the study area. Acreage calculations will be based on the GPS data and field measurements. Electronic files of the jurisdictional boundaries will be provided to PACE in AutoCAD or ArcMap format.

Report Preparation. We will prepare a technical report for submittal to the Army Corps of Engineers. The report will describe our methodology and results. Data forms and final maps will be included. A draft report will be submitted for review; after making any warranted revisions, we will then submit the report to the Corps along with a request for a preliminary jurisdictional determination.

Cultural Resources

ENPLAN will prepare a cultural resources study that meets the requirements of both CEQA and Section 106 of the National Historic Preservation Act. Section 106 compliance will in turn ensure compliance with NEPA standards triggered by federal funding for the project. The cultural resources study will address all areas that will be disturbed during project construction and operation, and will be conducted in accordance with the following scope:

Records Search. ENPLAN will conduct a cultural resources records search at the Northeast Information Center of the California Historical Resources Information System at California State University, Chico (NE/CHRIS) and review Government Land Office (GLO) records as appropriate.

Agency and Tribal Contacts. We will contact the Native American Heritage Commission for information relating to any previously recorded Traditional Cultural Properties or sacred sites and to receive a listing of local Native Americans who may wish to express their concerns regarding the project. We will then contact local individuals, historical societies, and Native American groups/individuals in order that they may add light to the prehistoric/historic context of the area.

Field Survey. We will conduct a general-level pedestrian field survey of the study area. All observed cultural resources will be noted and GPS coordinates taken. If cultural resources have been previously recorded from within the study area, we will attempt to relocate the sites. Our scope does not include site recording or evaluation.

Report Preparation. ENPLAN will prepare a cultural resources study report outlining the project description, context, methodology, results, and our recommendations. The report will be prepared to meet both CEQA and Section 106 standards. A draft report will be submitted to PACE and City staff; after making any warranted revisions, we will then submit the final report to NE/CHRIS and, if requested, to reviewing agencies.

SHPO Consultation. If requested by USDA Rural Development, ENPLAN will submit the cultural resources study report and a request for comments to the State Historic Preservation Officer. If SHPO does not respond within 30 days of receipt of the request, compliance with Section 106 is complete.

Air Quality/Greenhouse Gas Emissions

In accordance with Siskiyou County Air Pollution Control District (APCD) requirements, we will evaluate emissions resulting from project construction and long-term operation. CalEEMod and/or other programs acceptable to the APCD will be used for the analysis. Emissions to be evaluated will include criteria air pollutants and greenhouse gas emissions.

Projected emission quantities will be compared with existing standards to determine significance. In the absence of specific significance thresholds, APCD staff will be consulted to identify an appropriate threshold for the significance determination. For greenhouse gas emissions, incorporation of best management practices to minimize emissions is generally accepted as adequate avoidance/mitigation. If additional mitigation is required, our team will work with the City and APCD to jointly identify appropriate control measures to help mitigate impacts to air quality.

Hazards/Hazardous Materials

ENPLAN will review the EnviroStar and GeoTracker databases to identify contaminated sites in the project study area. We will also compile information such as proximity to schools and airports, conflicts with emergency response plans, and wildland fire hazards. This information will provide sufficient documentation of current and future hazards and hazardous materials uses at the site, and provide appropriate characterizations for CEQA and NEPA review.

CEQA Documentation

Administrative Draft IS/MND Preparation

ENPLAN will prepare an Administrative Draft IS/MND for the proposed project that will include the following components: introduction, project description, impact analyses, and supporting documentation. The administrative draft IS/MND will be provided to PACE and City staff for advance review.

Final IS/MND Preparation

If needed, we will meet with PACE and/or City staff following review of the administrative draft IS/MND to discuss any comments, and will then revise the document as warranted. Up to 20 bound copies and 20 CDs of the IS/MND will be prepared for public and agency distribution. ENPLAN will prepare the Notice of Availability/Intent to Adopt the MND and circulate the report to appropriate entities, including the State Clearinghouse, via e/Signature Confirmation. We will also draft a newspaper notice for publication by the City.

Upon close of the review period, we will prepare responses to public and agency comments; our allocation of professional staff time for responding to comments is limited to 16 hours. A memorandum consisting of the responses to comments and a final Mitigation Monitoring and Reporting Program will be submitted to City staff. If requested, ENPLAN will attend a public hearing before the Planning Commission or City Council to present our findings and recommendations, and to respond to questions that may arise. Upon approval of the MND, ENPLAN will prepare a Notice of Determination for submittal to the State Clearinghouse; posting of this notice starts the 30-day statute of limitations on court challenges to the approval under CEQA.

NEPA Documentation – USDA Rural Development

ENPLAN will prepare and submit a draft Environmental Report and substantiating documentation for review by PACE and City staff. The report will be prepared in accordance with Rural Development standards, and include discussions with respect to land use/important farmlands, floodplains, wetlands, cultural resources, biological resources, water quality, socio-economic/environmental justice considerations, and other issues.

Paul Reuter
September 1, 2015
Page 5

Following review, we will make changes as warranted and submit the final document for City approval, signature, and inclusion in the grant application package. ENPLAN will then provide follow-up consultation with Rural Development staff through to their approval of the documentation; we anticipate that this will include one subsequent round of report revisions.

Rural Development will then accept the Environmental Report as its NEPA Environment Assessment and authorize the City to publish a Notice of Availability of an Environmental Assessment. ENPLAN will prepare the Notice of Availability to be published by the City. Subsequently, a Notice of Finding of No Significant Impact (FONSI) will be prepared by ENPLAN and published by the City. If wetlands or other sensitive resources would be affected, preliminary and final notices regarding conversion of the resource(s) would be required; these notifications would be incorporated into the Notice of Availability and Notice of FONSI.

Budget

We propose to complete the tasks described above on a time and materials basis, for an estimated cost of \$55,000. If additional work tasks are identified through the CEQA or NEPA review process, a supplemental budget authorization may be needed to address the extended work scope. Please contact me if you have any questions regarding our proposal, or to authorize us to proceed.

Sincerely,

Donald Burk
Environmental Services Manager

encl.

ENPLAN - COST BREAKDOWN SPREADSHEET

TASK/UNIT	Employee --> Rate/ Hr. --->	Env. Service Manager	Env. Planner	Env. Sci./Reg.	Env. Sci./Biol.	Archae- ologist	GIS Technician	Production Manager	Subtotal	Direct Cost (\$)	Total Cost (\$)
Technical Studies											
Cultural Resources	(hr)	2				40	2	4			
	(\$)	290				3,600	180	220	4,290	400	4,690
Biological Surveys	(hr)	12			6		1				
	(\$)	1,740			570		90	4	2,400	100	2,500
Wetland Delineation	(hr)	2		30			2	4			
	(\$)	290		2,850			180	220	3,540	50	3,590
Air Quality/Greenhouse Gas Emissions	(hr)	2	1	12							
	(\$)	290	95	1,140					1,525		1,525
Hazards/Hazardous Wastes	(hr)	1	4								
	(\$)	145	380						525		525
CEQA Documentation											
Prepare Administrative Draft Initial Study/Mitigated Negative Declaration (IS/MND)	(hr)	12	90	6	4	2	6	16			
	(\$)	1,740	8,550	570	380	180	540	880	12,840	250	13,090
Administrative Draft IS/MND Review Meeting	(hr)	4	6								
	(\$)	580	570						1,150	50	1,200
Revise and Publish Draft IS/MND	(hr)	4	12					8			
	(\$)	580	1,140					440	2,160	350	2,510
Prepare and Circulate Notice of Intent to Adopt a Mitigated Negative Declaration and Notice of Completion	(hr)	2	12					10			
	(\$)	290	1,140					550	1,980	200	2,180
Prepare Responses to Comments	(hr)	2	12	2				6			
	(\$)	290	1,140	190				330	1,950		1,950
Draft Mitigation Monitoring and Reporting Program	(hr)	2	8					2			
	(\$)	290	760					110	1,160		1,160
Review Draft Response to Comments and Draft MMRP with City	(hr)	4	4					2			
	(\$)	580	380					110	1,070	50	1,120
Prepare Administrative Final Initial Study/Mitigated Negative Declaration	(hr)	2	16					16			
	(\$)	290	1,520					880	2,690	150	2,840
Public Hearing Attendance	(hr)	5									
	(\$)	725							725	50	775
Prepare Final Initial Study/Mitigated Negative Declaration/Notice of Determination	(hr)	1	4					6			
	(\$)	145	380					330	855	100	955
NEPA Documentation											
Prepare Draft ER	(hr)	8	40			6	2	10			
	(\$)	1,160	3,800			540	180	550	6,230	100	6,330
Revise per City and Rural Development Comments	(hr)	2	8				2	2			
	(\$)	290	760				180	110	1,340	100	1,440
Prepare Public Notices	(hr)	2	8				2	4			
	(\$)	290	760				180	220	1,450		1,450
Estimated Subtotal Hours	(hr)	69	225	50	10	48	17	90			
Estimated Subtotal Costs	(\$)	10,005	21,375	4,750	950	4,320	1,530	4,950	47,880	2,150	50,030
Contingency (10%)	(\$)										5,003
TOTAL	(\$)										55,033

Reimbursables Expenses incurred for dataset acquisition, field supplies, document reproduction, shipping, food and lodging are billed at direct cost plus 10%. Vehicle costs are billed at \$0.65 per mile. Specialists contracted on behalf of client by ENPLAN to carry out specific project-related tasks are billed at direct cost plus 10%. All other operational and incidental expenses are covered under the labor rates indicated.

City Council Agenda Item
Interim City Manager Staff Report
Old Business

Item No: 11.^B
Date: September 17, 2015 ^{AK}
Subject: Consider and authorize continued participation in Central Valley Clean Water Association Freshwater Mussels Collaborative Study, Phase 11a

We are advised that this study is required to hopefully eliminate need for costly mitigations due to Dunsmuir discharging treated wastewater into river. The attached documentation about the project well explains the need and the collaborative effort on going for some time. It is unknown at this time if changes can be made to new wastewater treatment plant to reduce aluminum and other levels to amounts that would be required if endangered mussels are found.

Recommendation: Move to authorize continued participation in Central Valley Clean Water Association Freshwater Mussels Collaborative Study, Phase 11a in an amount of \$892.50 with this amount to be taken from Sewer Enterprise fund.



CVCWA Freshwater Mussels Special Project

Summary:

The Central Valley Clean Water Association (CVCWA)'s Freshwater Mussels Special Project was formed for Publically Owned Treatment Works (POTWs) and other agencies to collaboratively respond and receive regulatory credit for participation in a group study designed to determine the presence or absence of freshwater mussels near an agency's outfall; fulfilling part of regulatory requirements set by the Central Valley Regional Water Quality Control Board (Regional Water Board). The CVCWA Freshwater Mussels Special Project has completed its first phase and is entering into a new phase of work (Phase IIa). The background, status of the Phase I work, and the purpose and cost sharing mechanisms for the Phase IIa work of this Special Project are described. Members of the Special Project that participated in Phase I are asked to financially participate in the Phase IIa effort or contact the Regional Water Board.

Background:

In 2013, the United States Environmental Protection Agency (USEPA) adopted new water quality criteria for ammonia in surface waters. These objectives are more stringent when freshwater mussels are present in a waterbody than the USEPA's 1999 Ammonia Criteria which has been implemented in most National Discharge Pollutant Elimination System (NPDES) permits in the Central Valley. The 2013 ammonia criteria when mussels are present are sufficiently low as to put into question whether POTWs and other point sources could comply with the new criteria.

On 3 April 2014, the Regional Water Board sent 13267 letters requiring most POTWs and other NPDES dischargers in the Central Valley to collect additional effluent and receiving water data for several parameters, including ammonia, and to either: Option 1 – conduct a freshwater mussels study, or Option 2 – submit a method of compliance report that shows how the POTW/agency could reliably comply with the new 2013 ammonia criteria. Under Option 1, the Regional Water Board gave two alternatives:

Option 1: The discharger, either individually or as part of a coordinated effort with other dischargers could conduct literature searches of historical mussel surveys and/or conduct site-specific mussel surveys to evaluate the presence/absence of mussels in the receiving water. USEPA has developed guidance and procedures for conducting mussel surveys to determine if mussels are present in a water body.

In early summer 2014, CVCWA formed the Freshwater Mussels Special Project to provide a means for Central Valley POTWs and others to collaboratively address the coordinated study effort described in the Regional Water Board's April 3, 2014, 13267 letter. CVCWA is a non-profit organization whose members are primarily POTWs in the Central Valley and whose mission is to effectively represent the interests of wastewater agencies in the Central Valley in regulatory matters and to support the exchange of information so member agencies can best meet their business challenges. CVCWA is able to facilitate

collaborative studies through special projects, in which CVCWA members (and in some cases, non-members) can collaboratively fund an effort. Only agencies financially participating in the Freshwater Mussels Special Project are able to participate in this Special Project and receive “regulatory credit” for CVCWA’s collaborative study.

The Freshwater Mussels Special Project was designed to be funded and conducted in phases so that at each phase decisions could be made by members as to what the scope and cost sharing of future work should be and if an individual agency wished to continue with the Special Project in the next phase, thereby receiving regulatory credit the new phase or fulfill the requirements of the 13267 letter on their own. As initially contemplated, Phase I included collecting existing information and developing a “state of knowledge” of freshwater mussels and their presence in the Central Valley. Phase II was to conduct field studies to determine mussel presence/absence near outfalls where information from Phase I could not confirm freshwater mussels/absence. Phase III and beyond was envisioned as including additional studies to implement other regulatory options such as a recalculation procedure, site specific objectives, etc. Currently, Phase I is complete, Phase IIa, a pilot study is contemplated, and no decision, scope of work or funding mechanism has been developed for any work beyond Phase IIa (i.e. for Phase IIb, Phase III, etc.).

Phase I

Approximately 44 POTWs and other NPDES dischargers provided funding for **Phase I** of the group study which examined the current state of knowledge regarding freshwater mussels in water bodies of the Central Valley, identified the field methods for determining if mussels are present or absent in a water body, and provided guidance on the regulatory options for compliance with the U.S. Environmental Protection Agency’s (USEPA) 2013 ammonia criteria. The final technical reports for these tasks are ready for formal submittal to the Regional Water Board to meet the partial requirements (“literature searches”) of Option 1. In the submittal letter, CVCWA will be notifying the Regional Water Board of those agencies that financially participated in Phase I of the project and thereby those agencies that should receive “regulatory credit” for the Phase I portion of the group study.

One of the major objectives of Phase I was to determine by using historical and current mussel surveys and life history models if any definitive determination of mussels’ presence or absence could be made without field verification. The Phase I effort found that existing surveys have not been conducted in the vicinity of any participating agency’s outfall and that mussels only be assumed to be absent in cases where a waterbody completely dries up or the slope is such that a natural barrier to a host fish (namely trout) exists to prevent them from populating an area. Upon completion of Phase I, it appeared that most agencies participating in Phase I would need field verification to make a finding of mussels absent.

Phase IIa as Part of Phase II

Scope of Phase II was not included in Phase I. The primary objective of **Phase II** is to determine if freshwater mussels are present or absent in each participating POTW’s receiving water body by conducting individual or group field study. As discussed in the Final Field Study Guidance and Methodology Report prepared under Phase I (RBI et al. 2015), environmental DNA (eDNA) has been

identified as a highly cost-effective and reliable method for determining if freshwater mussels are present or absent in a water body and is suitable for a large-scale study involving multiple POTWs throughout the Central Valley. However, because eDNA is a new methodology that, to our knowledge, has not been utilized in California for freshwater mussels, the Special Project agreed to conduct **Phase IIa** - eDNA pilot study to determine the efficacy of using eDNA to determine mussel presence/absence. If the field and laboratory methodology proves suitable for widespread use, it then could be used for a large-scale eDNA field survey(s) under a separate and subsequent "**Phase IIb**" of Freshwater Mussels Special Project group study or by an agency for an individual field survey.

Phase IIa, the eDNA pilot study, is proposed as a new phase of the Special Project. The Phase IIa will consist of: (1) obtaining the appropriate DNA sequences for the five species of freshwater mussels occurring in the Central Valley and establishing methods for collecting, field filtering, preserving, holding, and transporting water sample for the eDNA analyses; (2) preparing a eDNA pilot work study plan and coordinating with regulatory agencies, mussels experts and the Freshwater Mussels Special Project to finalize the Pilot workplan; (3) conducting eDNA pilot studies in different water body types (ephemeral and perennial streams and in the Delta) to test different conditions and the validity of the test for POTWs ; (4) Preparing the final eDNA pilot study report and holding a meeting to discuss the results with regulatory agencies and mussels experts. Phase IIa is a pilot study and is not intended to meet the field study requirements contained in the 13267 letter. Participation in Phase IIa provides several major benefits: (1) Because CVCWA Freshwater Mussels Special Project is a collaborative effort, the cost to conduct this work is shared and therefore is less than if an agency was completing the work on their own. (2) Should the pilot study prove successful, using eDNA rather than traditional field methods will likely result in a much less costly and more definitive field study, and (3) participation will provide coverage (i.e. regulatory credit) as being part of CVCWA's group study during the phase.

Phase IIa Cost Sharing

To conduct the Phase IIa, per approval from the Freshwater Mussels Special Project Members and the CVCWA Board, CVCWA is amending its contract with Robertson-Bryan, Inc. (RBI), the primary consultant for the Phase I Freshwater Mussel Group Study, with support from Larry Walker Associates (LWA) and Pacific EcoRisk (PER). In Phase IIa support is also being provided by the Fishery Foundation of California (FFC), and the Real-time Polymerase Chain Reaction (PCR) Research and Diagnostics Core Facility at the University of California, Davis (UCD PCR Lab). The cost of the Phase IIa effort is estimated to be approximately \$110,000 and with a sampling schedule for completion by mid-October. At its July 21, 2015 meeting, the Freshwater Mussels Special Project Steering Committee approved a scope of work to be incorporated as a contract amendment, and determined the contribution structure to participate in Phase IIa shown in the table below based on: (1) a Phase IIa budget of \$110,000-\$120,000; (2) maintaining the tiered rate structure adopted in Phase I; and, (3) verbal commitments from Phase I Special Project members. The Freshwater Mussels Special Project contains provisions to return or credit participating agencies a proportionate share of surplus funds should contributions exceed the expenses.

Tier Levels and Associated Contribution

Permitted Flow ¹	Tier Level	Contribution for Phase IIa
flow ≥ 20 mgd	1	\$ 16,000
10 mgd ≤ flow < 20 mgd	2	\$ 8,000
5 mgd ≤ flow < 10 mgd	3	\$ 4,000
1 mgd ≤ flow < 5 mgd	4	\$ 1,700
0 mgd ≤ flow < 1 mgd	5	\$ 850

Next Steps

Notification: This memo is being sent to all agencies that participated in Phase I to inform them of Phase IIa and to get definitive responses on whether individual agencies plan to participate in Phase IIa and receive regulatory credit for the group study for this phase. The memo will be sent out again to all Phase I agencies with accompanying invoices for Phase IIa by the end of August. Agencies are asked to decide no later than **September 4, 2015**, whether they will be participating in Phase IIa.

For those that plan to participate in Phase IIa and receive regulatory credit through CVCWA’s Special Project: Please notify Linda Dorn at dornl@sacsewer.com and Debbie Webster at eofficer@cvcwa.org of your intention to continue to participate in this project by September 4, 2015 and any changes in primary and secondary contacts from your agency. Once you receive the invoice for this phase, please process it quickly and submit your contribution to CVCWA. Payments must be received by CVCWA before the end of September for your agency to be included as a participating agency when CVCWA formally requests an extension for field work from the Regional Water Board (see below). Please let Debbie Webster know if you have any issues with meeting these timeframes.

For those that do not plan to participate in Phase IIa: Please notify Linda Dorn at dornl@sacsewer.com and Debbie Webster at eofficer@cvcwa.org of your intention not to participate in Phase IIa by September 4, 2015. Depending on when you notify us, you may or may not receive an invoice. You do not need to pay the invoice if you do not intend to continue in the Special Project. Because you will not receive regulatory credit for this phase of the project, CVCWA recommends that you also inform the Regional Water Board that you are not participating in Phase IIa and take the needed action by October 1, 2015 in order to remain in compliance with the 13267 letter. The Regional Water Board’s 13267 letter gave the option of submitting a method of compliance report rather than completing a mussel study. If you are not participating in the CVCWA Phase IIb study either because the State of Knowledge Report indicated a firm determination of the status of mussels in your receiving water or you choose to assume mussels present and can comply with the criteria, CVCWA suggest you submit this information by October 1, 2015, the group study deadline. CVCWA’s will formally submit the Phase I reports on your behalf to provide the regulatory credit for the Phase I group study. If you plan on conducting a field study on your own using traditional methods, please notify the Regional Water Board as soon as possible as a workplan may be required by the October 1 deadline.

¹ Permitted flow is based on maximum permitted average dry weather flow (ADWF) authorized by the Regional Water Board in the agency’s NDPES permit(s), not treatment plant’s actual flow or actual ADWF.

Extension: CVCWA has been working with the Regional Water Board and has their concurrence on the value of first proceeding with the eDNA pilot study. We have their verbal approval for an extension to conduct the pilot study before making any definitive decision about how we will proceed with field studies, but will be seeking a formal extension in writing. No later than October 1, 2015, preferably earlier, CVCWA will formally submit:

1. The Phase I State of Knowledge Report and Field Study Guidance and Methodology Report
2. A list agencies that supported and should receive regulatory credit for CVCWA's Freshwater Mussels Special Project Group Study - Phase I
3. A formal request to the Regional Water Board for an extension to the group study on behalf of those agencies that are participating in Phase IIa.²
4. A list of agencies that will be participating in Phase IIa study that for which the extension under the CVCWA Freshwater Mussels Group Study extension is being sought.

Next Special Project Meeting: Phase IIa participants will be notified of our next meeting which is anticipated for early- to mid-September. At that meeting we will discuss the draft workplan for the pilot study.

Questions: If you have any questions, please contact either Linda Dorn at (916) 876-6030 or Debbie Webster at (530) 268-1338 or either at the email address listed above.

² Per the 13267 letter, page 4 under 2.a.ii, the Discharger shall.... "Submit final report (s) by 1 October 2015. This date may be extended on a case-by-case basis with a written extension from the Executive Officer in cases where studies involve field mussel surveys instead of literature studies". Participate to Phase IIa pilot study would meet this criteria.

City Manager

From: Laurie McCollum <lmccollum@paceengineering.us>
Sent: Tuesday, July 07, 2015 1:47 PM
To: Ron Larue; Rod Bryan (RBryan@mtshastaca.gov)
Cc: Tom Warnock; Paul Reuter
Subject: CVCWA Ammonia Group Mussel Study
Attachments: CVCWA Phase_Ia_eDNA_Pilot_Study_Scope_and_Budget.pdf; Upper Sac Presence-absence survey below 2 sewage plant outfalls steph.doc

Hello Gentlemen,

I apologize upfront for the long-winded email. I wanted to provide you with an update on the most recent status of the subject project as I have been viewing the periodic online Committee Meetings. The following is an overview of where it stands as of this morning's meeting:

- The final work products from Phase 1 of the Special Study have been completed and will be submitted to the Regional Board on behalf of all of the participants prior to the October 1, 2015 deadline. The final work products can be downloaded for your records and reviewed at: <https://robertson-bryan.sharefile.com/d-sb9feef2f7704e378>
- Unfortunately, but not too surprising, there were no truly conclusive findings as far as the presence or absence of mussels from this literature review and reporting phase. While it will check the box for the Regional Board that a literature review has been done, some sort of field study will likely still be required for a final determination. (The City of Dunsmuir may be able to point to relatively recent field studies done after the Cantara Loop Spill, and perhaps the Regional Board will buy off on that as a field study completed.)
- CVCWA is now gearing up for a second phase of the Group Study that you need to decide if you want to be a part of by the end of this month. They are proposing to complete an Environmental DNA (eDNA) Pilot Study. Please refer to the attached document for details of what this entails. The main purpose of the pilot study is to collection eDNA background samples for future use, and also to get buy-off from the Regional Board that it is a suitable method to determine presence/absence of mussels.
- Cost for both Dunsmuir and Mt. Shasta will be \$1,000 each or less to be included in this phase, but note that this is just to complete the pilot study. Additional costs will then follow to complete actual eDNA sampling and analysis at your discharge locations if the method proves viable. Those costs are unknown at this time.
- The alternative is for you to complete your own field study. The availability of professionals in this area capable of doing this work is very slim. I have attached the proposal provided by Deixis about a year ago when we were weighing this same option. This was the only proposal we were able to obtain at that time. As you will see, back then they proposed a cost of about \$7500 to complete a field survey of both Dunsmuir and Mt. Shasta outfalls. It is unknown if they would be available now to complete the work but I can look into it if this option is desired.
- There are pros and cons to both options. The eDNA is being touted as a reliable method of determining absolute presence/absence, as opposed to a one-time field check that the Regional Board may or may not require each permit renewal round (although they may require the same of the eDNA sampling and analysis as well). It is important to note, attenuation of eDNA downstream can cause false positives, which this pilot study will address.

- CVCWA will be sending out a letter explaining some of what I just did. It will include what your cost is to participate with associated deadlines.

I believe you now know most of what I know. I am by no means an expert on this issue. It comes down to cost comparisons and availability of experts to complete the field study to make any recommendations of which direction to head in. Given that CVCWA has access to the go-to mussel environmental experts, and also takes care of all of the coordination, request for time-extensions, etc. with the Regional Board I would be inclined to continue on the path with them until results of the Pilot Study are available. Feel free to give me a call to further discuss this issue and to answer any questions you might have.

Laurie McCollum, P.E.

Associate Engineer

PACE Engineering

1730 South Street

Redding, CA 96001

530-244-0202

Fax: 530-244-1978