

**AGENDA FOR THE REGULAR MEETING
DUNSMUIR CITY COUNCIL
COUNCIL CHAMBERS
5902 DUNSMUIR AVE, DUNSMUIR, CA
JULY 7, 2016
CLOSED SESSION: 5:30 PM
REGULAR SESSION: 6:00 PM**

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

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT ON CLOSED SESSION ITEM(S)**
- 4. ADJOURN TO CLOSED SESSION**
 - (1) PUBLIC EMPLOYMENT**

Title: Interim City Manager Interview
- 5. OPEN SESSION PUBLIC EMPLOYMENT-Discussion and potential action regarding Interim City Manager Compensation**
- 6. ADJOURN BACK TO CLOSED SESSION: Title: Interim City Manager Appointment**
- 7. REPORT FROM CLOSED SESSION**
- 8. FLAG SALUTE**
- 9. APPROVAL OF AGENDA**
- 10. APPROVAL OF MINUTES:**

June 7, 2016
June 16, 2016
- 11. COMMITTEE REPORTS**
 - a. Economic Development/Tourism**
 - b. Finance**
 - c. Public Facilities and Services**
 - d. Public Safety**
 - e. Airport**
 - f. Solid Waste**
 - g. Mossbrae**
 - h. Audio Visual**
 - I. Veteran's Memorial**
- 12. ANNOUNCEMENTS AND PUBLIC COMMENT**

Regular City Council meetings are televised on Channel 15 to keep City residents informed of City Council actions and deliberations that affect the community. Meetings are scheduled

to be televised on the 1st and 3rd Thursday of each month. Meetings that take place on dates other than the 1st and 3rd Thursday will not be televised.

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

13. 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.

14. 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. AB2788 Maintenance of Effort Prop 172 Public Safety Revenues
- B. June 2016 check register
- C. Authorize Acting City Manager to execute agreement with State Controller's office to prepare Annual Streets report
- D. Resolution 2016- Parks Make Life Better Month: July 2016
- E. Re-appointment of Pamela Stock as Acting City Manager through July 21, 2016

15. PUBLIC HEARING:

Public Hearing Protocol:

- a. Mayor will describe the purpose of the Public Hearing.
 - b. City Staff will provide the Staff Report.
 - c. City Staff will respond to questions from the City Council.
 - d. Mayor will open the Public Hearing.
 - e. Citizens wanting to comment will come to the podium, provide the City Clerk with their name and address and provide their comments.
 - f. Mayor will close the Public Hearing.
-
- A. First Reading of Ordinance 555- single family houses by right in C-2
 - B. Second reading and adoption of the revised Housing Element of the General Plan

16. OLD BUSINESS

- A. Ordinance 551 - Second reading and adoption of Ordinance 551- Sign ordinance regarding banners, pennants and signs in commercial and manufacturing zones
- B. Consider and accept revised plans for Community Building
- C. Consider and accept Addendum #3 for Community Building remodel

17. NEW BUSINESS

- A. Carol Ford: Consider and accept request for qualifications for updated layout plan and pavement study, accept responses to the RFQ's, authorize negotiations' with respondents, authorize independent cost analysis, authorize City Manager to execute contracts for the work upon receipt of grant award from FAA
- B. Discussion and possible action to appoint four Planning Commissioners to terms ending June 30, 2020
- C. Discussion and possible action on Resolution 2016- Consideration of whether City Clerk should be elective or appointed position
- D. Discussion and possible action on Resolution 2016- Sending City Clerk position to November Election

17. ADJOURNMENT:

Copies of this agenda were posted at City Hall, Dunsmuir City Library, Dunsmuir Park and Recreation District Office and at the Post Office on or before 5:30 pm July 4, 2016

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

CERTIFICATION

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

Julie Iskra
Julie Iskra, Deputy City Clerk

07-01-2016
Date

**CITY OF DUNSMUIR
SPECIAL CITY COUNCIL MEETING MINUTES
JUNE 7, 2016**

1. CALL TO ORDER:

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

2. ROLL CALL:

Councilmembers present: Deutsch, Keisler, Craig, Shanta, Spurlock

City staff present: Stock, Attorney Rob Taylor, Iskra

3. PUBLIC COMMENT ON CLOSED SESSION ITEM: None

4. ADJOURN TO CLOSED SESSION

1. Public Employment – pursuant to Section 54957 Title: Acting City Manager

2. Conference with Legal Counsel: Anticipated Litigation

5. REPORT FROM CLOSED SESSION:

Mayor Spurlock announced

1. Direction was given to Pam Stock, Acting City Manager regarding new direction for an Acting City Manager

2. Gave direction to legal counsel on how to move forward

7. APPROVAL OF AGENDA:

Motion by Keisler to approve the agenda, seconded by Shanta. Voice vote: 5-0-0-0

8. APPROVAL OF MINUTES: None

9. COMMITTEE REPORTS: None

10. ANNOUNCEMENTS AND PUBLIC COMMENT:

Laurie Barnes suggested the Council move the microphones nearer to their face for the broadcast

Ann Powers suggested the community needs a calendar for all the meetings including City Council, Planning Commission, including Special Meetings and Committee Meetings

11. ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

Craig agrees that the City needs to do a better job posting meetings, the challenge is sometimes a short lead time

Mayor Spurlock agreed the City needs to improve

Shanta suggested a white board in the window for residents without a computer showing the meetings

Keisler commended ACM Stock for an outstanding job and thanked the attorney for

being here, Railroad Days is this weekend, and the foundation has been poured for the light at Caboose Park and the light will be installed Thursday
Deutsch stated the Airport will meet on the second and fourth Tuesdays in the Council Chambers, Economic Development and Tourism meets the fourth Monday

12. CONSENT AGENDA: None

13. PUBLIC HEARING: None

14. OLD BUSINESS:

A. (1) Report prepared by City Attorney was reviewed, major change is voluntary garbage rather than mandatory, could create more nuisance abatement, choice is to adopt tonight or send to November 8 election

Council discussion: initiative could be a health/safety problem, could decrease revenue and reserves, increase staff time

Public Comment:

Ana Mulvaney suggested creation of task force, she has many vacation homes in her neighborhood who may opt out of garbage creating a nuisance problem

Carolyn Rivard asked if citizens could opt out or choose when they needed service

Mario Rubino suggested a citizens committee, could be a problem with 50% of garbage bills going outside the City

City Council Comment:

Deutsch is concerned that the City did the Prop 218 process correctly with no protests
City Attorney reminded the Council that the City does not have the resources to fight this, City needs to be neutral, Council members have their own opinion

Craig not in favor of initiative, the City needs mandatory garbage service, citizens have the right to put out legislation, in favor of putting on the November 8 ballot

Motion by Keisler to approve Resolution 2016-13 sending the garbage initiative to the November 8, 2016 election, seconded by Craig. Voice vote: 5-0-0-0

A.(2) Report prepared by City Attorney cites a possible 27% reduction in revenue, in towns where medical marijuana is approved the water use typically increases, could be increase in enforcement, no money to make improvements, miss out on grant funding

Public Comment:

Ana Mulvaney stated that she felt the initiative was a waste of taxpayers money, commended the work on water pipes

Carolyn Rivard disagreed with both resolutions

Mario Rubino cautioned signers of petitions that they need to know what they are signing and the cost of the initiatives is paid through their bills

City Attorney stated that the as the revenue goes down improvements are in jeopardy.

City Council Comment:

Mayor Spurlock stated that both measures are bad for the City, the revenues will go down and the costs will go up, only 100 people signed the petition, months was spent on this project, need to bring level up to be able to fix infrastructure

Deutsch stated only 40 people protested the Prop 218 rate increase but 100 people signed this initiative?

Craig stated that the City cannot achieve the goals with this initiative, the current plan achieves the results

Motion by Keisler to approve Resolution 2016-14 sending the water/sewer initiative to the November 8, 2016 election, seconded by Craig. Voice vote: 5-0-0-0

Craig stated that upon reflection it may not have been the best choice to send the Medical Marijuana initiative to the voters. If passed by the voters, then it can only be changed by the voters.

15. NEW BUSINESS: None

16. ADJOURNMENT:

Motion by Keisler to adjourn the meeting at 8:00 pm, seconded by Craig. Voice vote: 5-0-0-0

Mayor Spurlock

ATTEST:

Julie Iskra, Deputy City Clerk

**CITY OF DUNSMUIR
CITY COUNCIL MINUTES
June 16, 2016**

CALL TO ORDER:

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

ROLL CALL:

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

City staff present: Acting City Manager Stock, Iskra

PUBLIC COMMENT ON CLOSED SESSION: None

ADJOURN TO CLOSED SESSION

City Council adjourned to Closed Session at 5:31 pm

REPORT FROM CLOSED SESSION:

City Council resumed Open Session at 6:01 pm

Mayor Spurlock announced that direction was given to staff to move forward with items of business

APPROVAL OF AGENDA:

Motion by Keisler to approve the agenda, seconded by Craig. Voice vote: 5-0-0-0

APPROVAL OF MINUTES:

Motion by Keisler to approve the June 2, 2016 minutes, seconded by Craig. Voice vote: 5-0-0-0

COMMITTEE REPORTS:

- a. Economic Development and Tourism

Deutsch reported the committee will be working with the Planning Commission to help with research for Centennial Park, the committee may consider a park design contest

Craig asked about the correct way to give direction to committees and the Planning Commission

- b. Finance: No meeting
- c. Public Facilities and Services: No meeting
- d. Public Safety: No meeting
- e. Airport:

Deutsch reported that the committee is working with Ford Aviation to coordinate with the FAA, two proposals have been received (one for layout plan and one for pavement management plan)

- f. Solid Waste: No meeting
- g. Mossbrae:

Craig reported that the committee has had two meetings, one with the Public Affairs Rep for Union Pacific, the second with the committee to lay out a strategy to get the property for the trail

- h. A/V

Deutsch reported that the committee has been working on a proposal for Siskiyou Media Council which is on this agenda (Item 15C)

ANNOUNCEMENTS AND PUBLIC COMMENT:

Arlene Dinges announced the Tribute to the Trees Concert on Saturday, thanks to Shanta and Keisler for their work

Richard Dinges thanked the City Council and staff for Railroad Days support

ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

Keisler thanked citizens and staff for Railroad Days help, wants to donate \$80 in profits to the Veteran's Fountain repair, thanks to John Poston, Bill Willman and UP for their help getting the light up at Caboose Park

Shanta thought the light at Caboose Park looks great

Deutsch recognized the extra effort at City Hall with the City Manager on medical leave, CFO Pam Stock stepped up, new employee is starting soon in City Hall

Mayor Spurlock announced that he would be leaving town to help on a fire in New Mexico, he will be available via email/text/call and will attend meetings via skype

CONSENT AGENDA:

A. RE-appointment of Pamela Stock as Acting City Manager through July 7, 2016

Motion by Keisler to approve the Consent Agenda, seconded by Deutsch. Voice vote: 5-0-0-0

PUBLIC HEARING:

Introduction by Planning Consultant Dinges. Ordinance 551 will allow banners and pennants in the commercial and manufacturing zones, with restrictions, for a limited time with a permit.

Discussion among Council members about restrictions of fluorescent colors.

Public Comment: None

Council Comment:

Craig stated he did not see the need to ban fluorescent colors in the Ordinance. Recommendation to remove the language regarding fluorescent colors

Shanta also agreed that the fluorescent colors should be allowed in the Ordinance.

Motion by Craig to introduce and read Ordinance 551 by title only, seconded by Deutsch with corrections

Voice vote: 5-0-0-0

Direction from Council to staff to remove the ban on fluorescent colors for final reading.

OLD BUSINESS:

Discussion among Council members that changes and more information is needed to make a decision about airport rates.

Recommendation to continue this item to July 7, 2016 meeting.

NEW BUSINESS:

15A. ACM Stock explained that the required advertising did not happen so this item needs to be continued to July 7, 2016

Motion by Craig to continue to the July 7, 2016 meeting, seconded by Deutsch. Voice vote: 5-0-0-0

15B. Public Comment:

Guy Shoop is re-applying for a second term.

Brian Wilson is re-applying for another term.

Larry Baker is applying for the position vacated by Jerry Totten.

Motion by Craig to approve Resolution 2016-15, with corrections, appointing Brian Wilson, Guy Shoop and Larry Baker to the Dunsmuir Parks and Recreation Board of Directors for the term ending

June 30, 2020, seconded by Keisler. Voice vote: 5-0-0-0

6:58 pm Break for 5 minutes

7:03 pm Resume Council meeting

15C. Introduction by Deutsch: in 2015 Siskiyou Media Council submitted a proposal to upgrade the Council Chambers, the A/V committee has consulted with Siskiyou Media Council and Mt Shasta IT Services owner Kevin Allard to present a proposal

Greg Messer presented an overview of Siskiyou Media Council including the cities the Media Council serves along with a two phase proposal for equipment and software improvements totaling \$9978.69

7:40 pm Keisler leaves the meeting

Discussion among Council members regarding: lack of urgency, need for a faster connection, problem with streaming, concerns about the cost, staffing

Motion by Deutsch to table 15C (discussion and possible action regarding software/equipment purchase for Council Chambers) until the July 7, 2016 agenda, seconded by Craig. Voice vote: 4-1-0-0

ADJOURNMENT:

Motion by Craig to adjourn the meeting at 7:55 pm, seconded by Spurlock. Voice vote: 4-1-0-0

Mayor Spurlock

ATTEST:

Deputy City Clerk Iskra

RESOLUTION NO. 2016-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR
CERTIFYING AB 2788 (Chapter 886/94) MAINTENANCE OF EFFORT REQUIREMENTS
CONCERNING THE USE OF PROPOSITION 172 PUBLIC SAFETY REVENUES

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

SECTION 1.

Fiscal Year of Certification: 2015/2016

AB2788 Maintenance-of-Effort (MOE) Calculation:

Total Public Safety Adopted Budget (Amount of Line 4.1 from Form A)	\$505,896
Less: Public Safety MOE (Amount of Line 3.2 from Form A)	\$311,536
Difference: Over/(Under) AB2788 MOE Requirements	\$194,360

SECTION 2.

The City Council hereby certifies that the calculation of Dunsmuir’s Public Safety Adopted Budget meets the Maintenance of Effort (MOE) Requirements.

PASSED AND ADOPTED at a regular meeting of the Dunsmuir City Council held on July 7, 2016, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Mayor

ATTEST:

Julie Iskra, Deputy City Clerk

Siskiyou County
Auditor-Controller
AB2788 (Chapter 886/94)
Maintenance-of-Effort Certification Form

Name of City/County: City of Dunsmuir

Fiscal Year of Certification: 2015-2016

AB2788 Maintenance-of-Effort (MOE) Calculation:

Total Public Safety Adopted Budget (Amount of Line 4.1 from Form A)	<u>\$505,896</u>
Less: Public Safety MOE (Amount of Line 3.2 from Form A)	<u>\$ 311,536</u>
Difference: Over/(Under) AB2788 MOE Requirements	<u>\$194,360</u>

Certification Statement:

I hereby certify that the City of Dunsmuir is over/under (please circle one) the AB2788 Maintenance-of-Effort requirements concerning the use of Proposition 172 revenues in the amount of \$194,360. Forms A, B, and C are submitted in support of this calculation. Detailed records concerning this calculation are available upon request and will be retained.

Signature of City/County Official: _____

Date signed:

Check Register Report

JUNE `2016 A/P

Date: 06/29/2016

Time: 3:33 pm

City of Dunsmuir

BANK: U.S. BANK

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Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
U.S. BANK Checks							
48291	06/01/2016	Printed		29012	LEAGUE OF CALIFORNIA CITIES	J.SPURLOCK `2016 CM EX FORUM	750.00
48292	06/02/2016	Printed		1910	AT&T	MAY `16 TLEEPHONE SVC	3,954.49
48293	06/02/2016	Printed		9447	AUS SACRAMENTO MC LOCKBOX	C.H.MATS, WKLY LNDRY 6-1-16	96.05
48294	06/02/2016	Printed		2635	BASIC LABORATORY, INC.	FRENCH DRAIN LEACH LINE	9,105.80
48295	06/02/2016	Printed		4523	BURTON'S FIRE, INC.	12V SOLENOID RPLCMNT	75.50
48296	06/02/2016	Printed		10017	CAL-ORE COMMUNICATIONS	MAY & JUNE `16 COMM SVCS	40.40
48297	06/02/2016	Printed		5325	REBECCA CATLETT	CLN SVC 5-16, 30-16	74.25
48298	06/02/2016	Printed		6325	CLEMENS WASTE REMOVAL	WEIGHT/DUMP FEES	4,814.70
48299	06/02/2016	Printed		12750	DELL COMPUTER CORPORATION	4-TONER	363.35
48300	06/02/2016	Printed		10185	ARLENE DINGES	4-31-16/5-29-16 PLANNING SVCS	590.42
48301	06/02/2016	Printed		11255	ELECSYS INTERNATIONAL CORP	JULY `2016 MO MAINT CHRGS	223.50
48302	06/02/2016	Printed		10354	FEDERAL SIGNAL CORPORATION	LABOR FLAT RATE RPR	270.00
48303	06/02/2016	Printed		5219	FERGUSON ENTERPRISES INC,1423	COD MATS	1,139.86
48304	06/02/2016	Printed		47610	FISCHER'S SISKIYOU BACKHOE	RNT HNDCP TOILET T.PARK	291.82
48305	06/02/2016	Printed		31212	MANFREDI'S DEPOT	4-2/5-26/16 VEH FUEL	621.42
48306	06/02/2016	Printed		35505	NORTHLAND CABLE TELEVISION	JUNE `16 HIGH SPEED INTERNET	80.91
48307	06/02/2016	Printed		37106	OFFICEMAX CONTRACT INC.	COLOR PUSH PINS	248.48
48308	06/02/2016	Printed		39560	PERSONNEL PREFERENCE, INC	IBBS, DARRELL B. 5-22-16	801.60
48310	06/02/2016	Printed		45110	MARIO J. RUBINO	JUNE `16 TREASURER MO. STIPEN	50.00
48311	06/02/2016	Printed		47520	SHASTA AUTO SUPPLY	SOLENOID	48.96
48312	06/02/2016	Printed		24164	SISKIYOU COUNTY CLERK	NOTICE OF EXP UPDT HSNG ELEMGP	50.00
48313	06/02/2016	Printed		47676	SMITH BUILDING SERVICES, LLC	MAY `16 BLDG INSP SVCS	1,416.67
48314	06/02/2016	Printed		48260	SPORTSMEN'S DEN	ALEX DUNS AWARD,CIT OF YR AWRD	89.48
48315	06/02/2016	Printed		53810	US BANK EQUIPMENT FINANCE	5-20-16-6-20-16 COPIER, PRNTRS	771.93
48316	06/02/2016	Printed		50850	VERIZON WIRELESS	APR/MAT`16 CELL SVC	499.01
48317	06/10/2016	Printed		1223	ADAMS ASHBY GROUP, INC.	Labor Compliance-CDBG 8968	1,200.00
48318	06/10/2016	Printed		9447	AUS SACRAMENTO MC LOCKBOX	Reissue-Weekly Lndry-5-4-16	96.05
48319	06/10/2016	Printed		2635	BASIC LABORATORY, INC.	Reissue: Spcl Proj Drinking W	192.00
48320	06/10/2016	Printed		12705	CENTURY COMTEL, INC.	CC. phone set up	1,154.66
48321	06/10/2016	Printed		10180	CVCWA	Freshwater Mussels Coll Study	1,275.50
48323	06/10/2016	Printed		9885	DUNSMUIR TIRE	Flat Repair	18.00
48324	06/10/2016	Printed		10328	HD SUPPLY FACILITIES	Reissue-CA SLA Tax Inv	230.91
48325	06/10/2016	Printed		9246	JERRY L HILL	Reissue-Reim Emt Cert.	68.00
48326	06/10/2016	Printed		22620	JULIE ISKRA	Reim: Chamber Table	42.99
48327	06/10/2016	Printed		31625	MEYER & SONS HEATING	Reissue-Misc Parts/Sub Pump	648.30
48328	06/10/2016	Printed		10325	MICHAEL BAKER	Prof. Service-Housing Element	1,044.71
48329	06/10/2016	Printed		9870	MT SHASTA AREA NEWSPAPERS	PH Notice-Sign Ord.	100.00
48330	06/10/2016	Printed		39860	QUALITY CONTROL SERVICES	On Site SVC Bal Scales	190.00
48331	06/10/2016	Printed		47213	SCHLUMBERGER CONSULTING	Engineering-Community Building	3,043.75
48332	06/10/2016	Printed		9918	SISKIYOU MEDIA COUNCIL	5/5 & 5/19 Mtg's	400.00
48333	06/10/2016	Printed		00010	WHITEHAWK CONSTRUCTION	PPE#1-So. Dunsmuir Water Main	221,908.22
48334	06/10/2016	Printed		1225	ACME COMPUTER	Dep. New Office Workstation	1,509.08
48335	06/10/2016	Printed		1215	ALSCO	Uniform Cleaning	32.00
48336	06/10/2016	Printed		40490	PROTEL ANSWERING SERVICE	Annual Answering Service	970.00
48337	06/10/2016	Printed		10045	RA MARTIN CONSTRUCTORS INC	2010 CDBG Waterline Prj.	396,620.72
48340	06/17/2016	Printed		514	ADVANCE INFOSYSTEMS FORMS	Monthly U/B Processing	412.17
48341	06/17/2016	Printed		9447	AUS SACRAMENTO MC LOCKBOX	Weekly Mat/Uniform	1,212.12

Check Register Report

JUNE '2016 A/P

Date: 06/29/2016

Time: 3:33 pm

Page: 2

City of Dunsmuir

BANK: U.S. BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
U.S. BANK Checks							
48342	06/17/2016	Printed		2635	BASIC LABORATORY, INC.	Quarterly Effluent Testing	497.40
48343	06/17/2016	Printed		1117	BLACK BUTTE TRANSFER STATION	Dump Fees	16.00
48344	06/17/2016	Printed		3572	BLUE CROSS OF CALIF	7-1-16-Life Insurance Prem.	214.05
48345	06/17/2016	Printed		10356	BILL BROOKS	Refund Dep. B. Brooks #351501	150.00
48346	06/17/2016	Printed		4523	BURTON'S FIRE, INC.	Annual Testing	720.00
48347	06/17/2016	Printed		5325	REBECCA CATLETT	CLN SRV 6/2-6/12	148.50
48348	06/17/2016	Printed		9850	DUNSMUIR HARDWARE	May Supplies	539.87
48349	06/17/2016	Printed		5219	FERGUSON ENTERPRISES INC,1423	Stock Parts	2,416.05
48350	06/17/2016	Printed		9999999515	FORD AVIATION CONSULTANTS, INC	May Prof. Service	1,600.00
48351	06/17/2016	Printed		10357	WILLIAM GARNER	Refund Dep. W. Garner #24802	150.00
48352	06/17/2016	Printed		17013	GOLD NUGGET PRINTING CO.	Patient Notes Forms	181.46
48353	06/17/2016	Printed		10339	GOLDEN STATE EMERGENCY	Calif Sls Tax invoice C1002958	15.02
48354	06/17/2016	Printed		22145	INTERSTATE SALES	Street Paint Supplies	340.97
48355	06/17/2016	Printed		10358	JAMIE MEREDITH	Refund Dep. J. Meredith #11035	150.00
48356	06/17/2016	Printed		33120	MOUNTAIN COUNTIES SUPPLY CO.	Mat 16' Veh Fuel	1,426.52
48357	06/17/2016	Printed		9870	MT SHASTA AREA NEWSPAPERS	Ad-Op. in Training	288.20
48358	06/17/2016	Printed		10336	MUNICIPAL EMERGENCY SERVICES	5 sets turnouts	11,088.90
48359	06/17/2016	Printed		44615	RECORD SEARCHLIGHT	AD-Operator in Training	390.70
48360	06/17/2016	Printed		9977	STEVE RICE	CC lighting repair	90.00
48361	06/17/2016	Printed		47659	SISKIYOU COUNTY EDC	SCTI 3rd Quarter	1,877.97
48362	06/17/2016	Printed		57228	SOLANO'S HOME IMPROVEMNT CTR	Supplies/Maintenance	249.33
48363	06/17/2016	Printed		48255	SOUSA READY MIX, LLC.	Ready Mix-Short Load	415.20
48364	06/17/2016	Printed		9413	STATEWIDE TRAFFIC SAFETY	Custom Signs/Traffic Paint	626.54
48365	06/17/2016	Printed		50840	UNION PACIFIC RAILROAD CO	5750 Sac. Ave. Lease	5,134.42
48366	06/17/2016	Printed		58038	WINGFOOT COMM. TIRE SYS.,LLC	#320 tires x 2	312.66
48367	06/17/2016	Printed		1923	AXCES INDUSTRIAL SUPPLY INC.	Float Away Degreaser	2,716.50
48368	06/17/2016	Printed		4050	BORGES & MAHONEY	Potassium Iodine	193.71
48369	06/17/2016	Printed		12705	CENTURY COMTEL, INC.	Monthly Telephone Service	696.61
48370	06/17/2016	Printed		39005	PACE ENGINEERING, INC.	North Dunsmuir Main	69,367.50
48371	06/24/2016	Printed		9447	AUS SACRAMENTO MC LOCKBOX	Weekly Mats/Cleaning	96.05
48372	06/24/2016	Printed		2635	BASIC LABORATORY, INC.	Drinking Water Monitoring-Spc	833.00
48373	06/24/2016	Printed		9820	CITY OF DUNSMUIR	June Utilities	557.70
48374	06/24/2016	Printed		10185	ARLENE DINGES	5/30-6/20 Planning Service	645.00
48375	06/24/2016	Printed		3000	FREMOUW ENVIRONMENTAL SERVICES	Haz. Waste Cleanup	6,783.00
48376	06/24/2016	Printed		9999999244	GOOD MEDICINE A MEDICAL CORP	Employment Phy.-Belzer	120.00
48377	06/24/2016	Printed		33151	MT SHASTA RECREATION	Senior Meals-May	132.00
48378	06/24/2016	Printed		39560	PERSONNEL PREFERENCE, INC	Prof. Service-lbbs	2,439.80
48379	06/24/2016	Printed		1215	ALSCO	Uniform Cleaning	32.00
48380	06/24/2016	Printed		9272	MT. LASSEN TROUT FARMS, INC.	Catchables 0-799 lbs.	813.72

Total Checks: 86

Checks Total (excluding void checks): 772,284.13

Total Payments: 86

Bank Total (excluding void checks): 772,284.13

Total Payments: 86

Grand Total (excluding void checks): 772,284.13



BETTY T. YEE
California State Controller

**CONTRACT FOR SERVICES TO PREPARE
THE ANNUAL STREET REPORT**

This contract is executed in triplicate, between the Office of the State Controller, Division of Audits, and the City of Dunsmuir.

Whereas Section 2151 of the California *Streets and Highways Code* requires the cities to file an Annual Street Report;

Whereas Section 2151 of the California *Streets and Highways Code* requires this Report to be filed with the Controller on or before October 1 of each year; and

Whereas the Controller is able to furnish and the city wishes to receive the services of the Controller to prepare its report; now therefore, in consideration of the following promises and conditions, the parties hereby agree that:

- I. For the fiscal year ended June 30, 2016, the Controller shall assist in the preparation of the city's report.
- II. The report shall be in the form prescribed by the Controller.
- III. The report shall include a statement of all revenues and expenditures concerning city streets, and shall be prepared from the city's records made available to the Controller.
- IV. The report will be prepared from the city's unaudited records, and no determination shall be made at time of preparation regarding the accuracy of the records or the legality of the expenditures reported herein. The city understands that the report is subject to subsequent review by the Controller and exceptions may be taken at the time regarding the legality of expenditures contained in the report or the accuracy of the records from which the report was prepared.
- V. The Controller will furnish sufficient personnel to complete the report on or before October 1, 2016, except that the Controller is excused from such date if the city's accounting records and personnel are not ready for the preparation of the report at the time scheduled by the Controller and the city or if circumstances beyond the control of the parties prevent completion.
- VI. The city will designate a management-level individual to be responsible and accountable for overseeing the non-audit service.
- VII. The city will establish and monitor the performance of the non-audit service to ensure that it meets management's objectives.

RESOLUTION NO. 2016-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR PROCLAIMING JULY 2016 AS PARKS MAKE LIFE BETTER! MONTH

WHEREAS, Parks and Recreation makes lives and communities better now and in the future; and

WHEREAS, it is established through statewide public opinion research that 98% of California households visit a local park at least once a year; two in three households visit a park once a month; 50% of households participate in an organized recreation program; and most park use is with family and friends; and

WHEREAS, residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during non-school hours; it promotes the arts, it increases social connections; aids in therapy; and promotes lifelong learning; and

WHEREAS, residents value their parks for access to outdoor spaces for children and adults to play and be active; exercise and group sports; and

WHEREAS, parks provide access to the serenity and the inspiration of nature and outdoor spaces as well as preserve and protect the historic, natural and cultural resources in our community; and

WHEREAS, the residents of Dunsmuir including children, youth, families, adults, seniors, businesses, community organizations, and visitors benefit from the wide range of parks, trails, open space, sports fields, community pool, facilities and programs offered at the Dunsmuir City Park, provided by the Dunsmuir Recreation and Parks District; and

WHEREAS, the Dunsmuir City Council urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods; and

WHEREAS, July is celebrated across the nation as Parks and Recreation Month,

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Dunsmuir hereby proclaims July as Parks Make Life Better! Month and in doing so, urges all its citizens to use and enjoy its parks, trails, open space, facilities, and recreation opportunities.

IT IS HEREBY CERTIFIED that this Resolution was introduced and duly adopted by the City Council of the City of Dunsmuir at a regular meeting held on July 7, 2016 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Josh Spurlock, Mayor

ATTEST:

Julie Iskra, Deputy City Clerk

CITY OF DUNSMUIR NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Dunsmuir City Council will hold a public hearing on July 7, 2016 at 6:00 p.m., to consider the following actions:

- First reading of Ordinance 555 regarding a Zone Text Amendment to re-instate single family houses as an allowable use by right in the C-2 Central Commercial zone, and with an approved conditional use permit in the C-2HD Central Commercial Historic District Combining Zone.
- Second reading of a Resolution to Adopt the revised Housing Element of the General Plan, deleting obsolete goals that have been attained and adding language in keeping with state mandates.

The hearing will be held in the City Chambers which are located across the street from City Hall at 5902 Dunsmuir Avenue in the City of Dunsmuir.

If you have any questions or comments, or wish to review the project files, please contact Pam Stock, Acting City Manager, Dunsmuir City Hall, 5915 Dunsmuir Avenue, Dunsmuir, CA 96025, or by telephoning (530) 235-4822. Since comments are part of the official record, please be sure that all comments submitted are legible, including the name of the author or signatory.

Pamela Stock
Interim City Manager
City of Dunsmuir

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
DUNSMUIR AMENDING SECTION 17.12.070 OF THE DUNSMUIR CITY
CODE TO ALLOW SINGLE FAMILY HOUSES IN CENTRAL
COMMERCIAL(C-2) ZONE BY RIGHT AND IN THE HISTORIC
DISTRICT (C-2HD) COMBINING ZONE WITH AN APPROVED
CONDITIONAL USE PERMIT**

WHEREAS, amendments to Title 17 may be initiated by the Planning Commission on the adoption of a resolution of Intent, per 17.24.020.C; and,

WHEREAS, the City Planning Commission did approve such Resolution of Intention at its December 9, 2015 Planning Commission meeting; and,

WHEREAS, the City Council of the City of Dunsmuir deleted single family houses as an allowable use in the C-2-zone when it adopted Ordinance 546, on May 21, 2015, to accommodate updates required to bring our codes into compliance with State law regarding housing; and,

WHEREAS, the deletions of single family houses was inadvertent and not necessary; and,

WHEREAS, the City of Dunsmuir promotes a walkable, mixed use town, but also wishes to protect the historic core (HD combining District) as primarily commercial; and

WHEREAS, a public hearing has been duly noticed and held;

NOW, THEREFORE, BE IT RESOLVED that The Dunsmuir City Council hereby finds that this item is exempt from CEQA per Section 21080 of the Public Resources Code since it is a reinstatement of a ministerial action; and

BE IT FURTHER RESOLVED that the Dunsmuir City Council hereby adopts Ordinance-_____, to amend certain text in Section 17.12.070 of the Dunsmuir Municipal Code as shown on Attachment A.

IT IS HEREBY CERTIFIED that the foregoing Ordinance was duly introduced and adopted by the City Council this ___day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED:

ATTEST:

City Clerk

Mayor

ATTACHMENT A TO ORDINANCE _____

Existing Municipal Code text shown with new text in bold and underlined

• **Chapter 17.12 - USE REGULATIONS FOR SPECIFIC DISTRICTS**

Sections:

- **17.12.010 - Use regulations.**

The following uses will be allowed and the following regulations shall apply in the districts established under Section 17.08.010.

17.12.070 - Central commercial C-2 district. 17.12.070 – Central commercial C-2 district.

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
Churches, schools, parks, playgrounds, and public buildings and <u>Single Family structures in the</u>	Yes	As specified in the R district, Sections 17.12.020, 17.12.030, 17.12.040					

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
<u>Historic District</u>							
Residential uses, second floor and above only	No	As specified in the R district, Sections 17.12.020, 17.12.030, 17.12.040					
Residential - Single family house	Yes	Minimum: As specified in the R district, Sections 17.12.020, 17.12.030, 17.12.040 And as conditioned by CUP.					
<u>single family structures not in the Historic District</u>	<u>No</u>	<u>As specified in the R district, Sections 17.12.020, 17.12.030, 17.12.040</u>					

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Feet)		Minimum Lot Width Required (Feet)		Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Interior Lot	Corner Lot	Interior Lot	
Employee housing - small, second floor and above only	No	30	6,500	5,500	65	55	40%
Supportive housing, second floor and above only	No	30	6,500	5,500	65	55	40%
Transitional housing, second floor and above only	No	30	6,500	5,500	65	55	40%
Group care homes - small, second floor and above only	No	30	6,500	5,500	65	55	40%
Emergency Shelter ¹	No	35	6,500	5,500	65	55	75%

Uses: None but the following uses, or uses which in the opinion of the planning commission are similar will be allowed	Use Permit Required	Maximum Allowable Height (Feet)	Minimum Building Site Required (Feet)	Minimum Lot Width Required (Feet)	Maximum Allowable Lot Coverage by Buildings or Structures
			Corner Lot	Corner Lot	
			Interior Lot	Interior Lot	

¹See Section 17.16.120

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required
		Corner Lot	Interior Lot	Corner Lot	Interior Lot		
Churches, schools, parks, playgrounds, public buildings, and single family structures	As specified in the R districts, Sections 17.12.020, 17.12.030, 17.12.040						The planning commission may prescribe the amount of parking for uses not listed herein
Residential uses, second floor and above only	As specified in the R districts, Sections 17.12.020, 17.12.030, 17.12.040						
Employee housing - small	20	10	5	20	20	5,500	One garage or carport per

Uses	Minimum Front Yard Required (Feet)	Minimum Side Yard Required (Feet)		Minimum Rear Yard Required (Feet)		Minimum Lot Area Per Family Unit	Minimum Off-Street Parking Space Required	
		Corner Lot	Interior Lot	Corner Lot	Interior Lot			
Supportive housing	20	10	10	5	20	20	5,500	The planning commission may prescribe the amount of parking for uses not listed herein One garage or carport per dwelling
Transitional housing	20	10	10	5	20	20	5,500	One garage or carport per dwelling
Group care homes - small	20	10	10	5	20	20	5,500	One garage or carport per dwelling
Emergency Shelter ¹	20	10	10	5	10	20	-	See 17.12.120

¹See Section 17.12.120

- (Prior code App. A § 4.06)
- * Minimum 10-foot setback from adjacent residential or commercial zones with screen required.
- (Ord. 487 § 2, 1994; prior code App. A § 4.06A)

RESOLUTION NO. 2016-9

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF DUNSMUIR
APPROVING THE UPDATED HOUSING ELEMENT TO THE
DUNSMUIR GENERAL PLAN**

WHEREAS, the City has completed the 2014 update of the Housing Element to the Dunsmuir General Plan; and

WHEREAS, the Housing Element has been reviewed by the California Department of Housing and Community Development who have submitted comments that have been incorporated into the Plan; and

WHEREAS, the Dunsmuir Planning Commission has reviewed and approved the Plan and have recommended that the City Council adopt the updated Housing Element.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dunsmuir that the Updated Housing Element to the Dunsmuir General Plan is hereby adopted.

IT IS HEREBY CERTIFIED, that the foregoing resolution was first ready at a regular meeting of the City Council on the 16th day of May, 2016 by the following vote:

AYES: Craig, Deutsch, Keisler, Shanta

NOES: None

ABSTAIN: None

ABSENT: Spurlock

FINAL PASSAGE AND ADOPTION by the City Council of the City of Dunsmuir occurred at a regular meeting thereof held on the 7th day of July, 2016 by the following vote:

AYES:

NOES:

ABSTAIN;

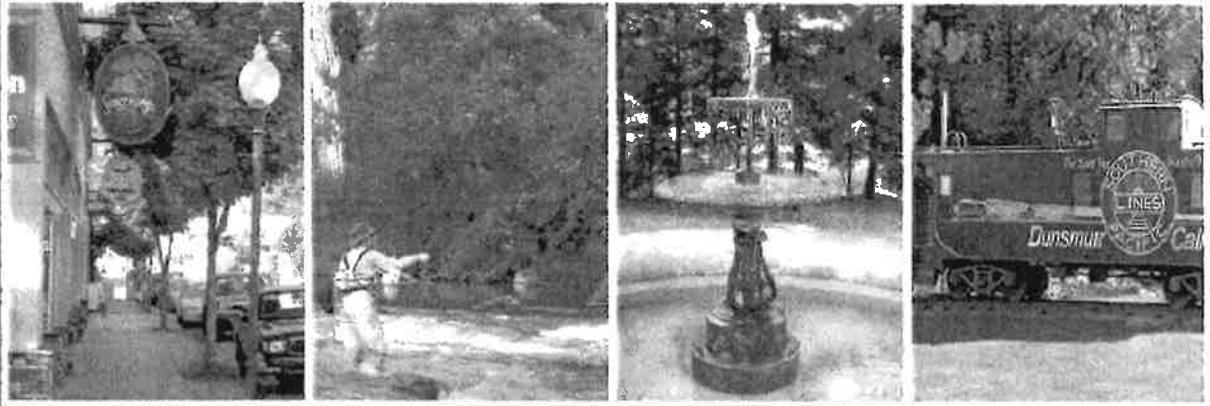
ABSENT;

ATTEST:

Mayor Spurlock

Julie Iskra, Deputy City Clerk

CITY OF DUNSMUIR



2014-2019 Housing Element Update

May 2016

Prepared by:

Michael Baker

INTERNATIONAL

2729 Prospect Park Drive, Suite 220
Rancho Cordova, CA 95670
(916) 361-8384

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GOALS, POLICIES, AND PROGRAMS

GOALS, POLICIES, AND PROGRAMS

INTRODUCTION

The Housing Element of the General Plan is a comprehensive statement by the City of Dunsmuir of its current and future housing needs for all income levels and proposed actions to facilitate the provision of housing to meet those needs. The policies contained in this element are an expression of the statewide housing priority to allow for the "attainment of decent housing and a suitable living environment for every Californian," as well as a reflection of the unique concerns of the community. The purpose of the Housing Element is to establish specific goals and policies relative to the provision of housing, and to adopt an action plan toward this end. In addition, the element identifies and analyzes housing needs, resources and constraints to meeting those needs.

The City of Dunsmuir Housing Element is based on five strategic goals:

- 1) Provide for a variety of housing types and cost for all segments of the population.
- 2) Ensure that the City's development standards and/or processing requirements are not a constraint to the development of affordable housing.
- 3) Ensure persons are provided a choice of housing locations within the community regardless of age, race, color, national origin, religion, gender, family status, or disability.
- 4) Ensure that the quality, safety, and livability of housing in the city is continually maintained or upgraded, and that dilapidated units that cannot be improved are replaced.
- 5) Pursue sustainable development and energy efficiency for new residential development and existing housing stock.

In accordance with state law, the Housing Element is to be consistent and compatible with other General Plan elements. Additionally, the Housing Element is to provide clear policy and direction for making decisions pertaining to zoning, subdivision approval, housing allocations, and capital improvements. State law (Government code Sections 65580 through 65589) mandates the contents of the Housing Element. By law, the Housing Element must contain:

- An assessment of housing needs and an inventory of resources and constraints relevant to meeting those needs.
- A statement of the community's goals, quantified objectives, and policies relevant to the maintenance, improvement, and development of housing.
- A program that sets forth a five-year schedule of actions that the local government is undertaking or intends to undertake to implement the policies and achieve the goals and objectives of the Housing Element.

The housing program must also identify adequate residential sites available for a variety of housing types for all income levels; assist in developing adequate housing to meet the needs of very low-, low-, and moderate-income households; address governmental constraints to housing

maintenance, improvement, and development; conserve and improve the condition of the existing affordable housing stock; and promote housing opportunities for all persons.

Even though the focus of the Housing Element will be on lower- and moderate-income households, the element must also address the housing needs and policy issues for the entire community and be consistent with the adopted policies of the rest of the General Plan. Thus, the Housing Element's focus is to balance the desires of residents, maintain neighborhood character, manage traffic, and minimize visual and other impacts of new development, while addressing the needs of low- and moderate-income households and special needs groups.

PUBLIC PARTICIPATION PROCESS

State law requires jurisdictions to make a diligent effort to achieve participation by all segments of the community in preparing a Housing Element. The Housing Element was developed through the combined efforts of City staff, the Planning Commission, the City Council, and the City's consultant. Community input was solicited at a public workshop with the Planning Commission on January 22, 2014, during the drafting of the Housing Element. Prior to this workshop the City contacted various housing-related organizations through direct mailings and the community through public notices in the local newspaper. Three members of the public attended. The Planning Commission had a few questions regarding adequate land inventory sites and the required rezoning program from the 2009 Housing Element. Commission members also had questions about emergency shelters and sought clarification as to whether emergency shelters were just for shelter after a natural or manmade disaster.

The City continued to solicit community feedback upon completion of the draft through public hearings of the Planning Commission and City Council. Consistent with Government Code Sections 65090 and 65091, public notices were advertised in the *Dunsmuir News* at least 10 days prior to the hearings. Further, in an effort to allow all economic segments of the community ample time to review and comment on the draft, the City placed copies for review at Dunsmuir City Hall and the Dunsmuir Public Library for approximately 60 days. On March 9, 2016, as part of the regular Planning Commission meeting, the Planning Commission recommended to the City Council that the housing Element be sent to HCD for the initial review. During that meeting, two members of the public made comments regarding Housing Element and housing in the City. These comments involved some landlords in the City excluding low-income renters in their projects, and where would future housing be placed. On March 17, 2016, as a part of the regular City Council meeting, the City Council approved the sending of the Housing Element to HCD for its initial review. No public comments were made during this meeting.

Special interest groups that received direct mailings during the Housing Element update process were:

- Golden Umbrella
- Karuk Tribe
- Klamath Tribe
- Modoc Tribe
- Pit River Tribe
- Quartz Valley Indian Community
- Shasta Nation
- Siskiyou County Public Health and Community Development
- Siskiyou County Economic Development Council

- Siskiyou County Domestic Violence & Crisis Center
- Siskiyou Home Health Services
- Siskiyou Habitat for Humanity
- Siskiyou County Special Education Office
- Siskiyou Opportunity Center
- Siskiyou County Board of Realtors
- Winnemem Wintu Tribe
- Wintu Tribe of Northern California

GENERAL PLAN CONSISTENCY

State law requires that the Housing Element contain a statement of “the means by which consistency will be achieved with other general plan elements and community goals” (California Government Code, Section 65583[c][6][B]). This requires an evaluation of two primary characteristics: (1) an identification of other General Plan goals, policies, and programs that could affect implementation of the Housing Element or that could be affected by the implementation of the Housing Element; and (2) an identification of actions to ensure consistency between the Housing Element and affected parts of other General Plan elements.

The remainder of the City's General Plan comprises the following seven elements: (1) Land Use; (2) Open Space and Conservation; (3) Circulation; (5) Safety; (6) Noise; and (7) Historic Preservation. The Housing Element builds upon the other General Plan elements and is entirely consistent with the policies and proposals set forth by the General Plan. As portions of the General Plan are updated in the future, the General Plan (including the Housing Element) will be reviewed to ensure internal consistency is maintained. This includes any future update of the Safety and Conservation elements consistent with Government Code Section 65302 (per Assembly Bill (AB) 162). If any disadvantaged unincorporated communities are identified in the City's sphere of influence due to analysis required to comply with Senate Bill (SB) 244, the City will amend the Land Use Element per SB 244 requirements.

REVIEW OF PREVIOUS HOUSING ELEMENT

An important aspect of the Housing Element is an evaluation of programs included in the previously adopted Housing Element. The evaluation provides valuable information on the extent to which programs have been successful in achieving stated objectives and addressing local needs, and the extent to which these programs continue to be relevant in addressing current and future housing needs in the City of Dunsmuir. The evaluation also provides the basis for recommended modifications to programs and the establishment of new objectives in the Housing Element. **Appendix A, Housing Programs Implementation Summary**, contains an analysis of the City's programs for the prior planning period.

2014–2019 GOALS, POLICIES, AND PROGRAMS

This section of the 2004–2019 Housing Element presents the City of Dunsmuir's updated goals, policies, and programs relative to the development, improvement, and maintenance of housing in the city during the 2014–2019 planning period. These goals, policies, and programs supersede the previous programs (i.e., those evaluated in **Appendix A**).

In general, housing goals express the desired future conditions for which specific actions are directed. The City's goals are ideals that have been determined by the citizens as desirable and deserving of community time and resources to obtain. Policy statements are more specific and have a shorter range. Programs are action statements that are more specific still and provide well-defined guidelines for decision-making and implementation.

Please note: the term "affordable housing" is used in the goals, policies and programs listed below is defined as housing affordable to moderate, lower, very-low and extremely-low income households.

Goal HE.1: Provide for a variety of housing types and cost for all segments of the population.

Policy HE.1.1: The City will encourage housing suitable to a variety of income levels and household sizes and types.

Program HE 1.1.1: As developers inquire locally about potential residential development projects, they will be advised of the need for affordable housing in the city, especially in the form of multi-family housing and innovative reuse of existing structures. At this initial inquiry, developers will be provided information on vacant land, underutilized properties, zoning, development standards, density bonuses, sewer and water availability, and the City's willingness to support applications to nonprofit housing sponsors for funding.

Responsibility: City Manager

Financing: General Fund

Timing: Ongoing

Program HE.1.1.2: Encourage the development of affordable housing (in particular extremely low-income housing units) by maintaining low fee requirements. When fee increases are deemed necessary, lower fees will be maintained, whenever possible, for affordable housing projects.

Responsibility: City Council

Financing: General Fund

Timing: Evaluate fees annually; ongoing

Program HE.1.1.3: Upon submittal of residential development plans, the City will encourage and support those plans which include lower-income housing (in particular extremely low-income housing units) in areas appropriate to the needs and desires of the population it would serve. "Encourage and support" as used herein means:

- Consider spreading development fee costs over a three- to five-year payment period to help reduce initial impact, at time of project review.
- Provide density bonus or other concessions in accordance with Government Code Section 65915.
- Allow phasing of infrastructure whenever possible at time of project review.
- Any other practical actions on the part of the City that will help keep development costs low and protect housing affordability.

Responsibility: Building Department and Planning Commission

Financing: General Fund

Timing: When applications are received

Program HE.1.1.4: In order to solicit assistance and support for lower-income housing, the City will contact nonprofit housing sponsors and governmental agencies that are capable of subsidizing lower-income housing.

Responsibility: City Manager and City Council

Financing: General Fund

Timing: Annually or as appropriate

Policy HE.1.2: Continue to promote housing for persons with special needs.

Program HE.1.2.1: Amend the Zoning Ordinance to provide individuals with disabilities reasonable accommodation in rules, land use and development policies, practices, and procedures that may be necessary to ensure equal access to housing. The City will also make information available about requesting reasonable accommodation with respect to zoning, land use, permit processing, fees or building codes.

Responsibility: Planning Commission and City Council

Financing: General Fund

Timing: Within six months of Housing Element adoption

Program HE.1.2.2: In order to help meet the needs of extremely low-income persons and households, the City will prioritize funding and/or offer financial incentives or regulatory concessions to encourage the development of single-room occupancy units and/or other units affordable to the extremely low-income, such as supportive and multi-family units.

Responsibility: Planning Commission and City Council

Financing: Grant Funding and General Fund

Timing: January 2016, apply for grant funding two times during the planning period

Program HE.1.2.3: The City will work with housing providers to ensure that special housing needs are addressed for extremely low-income households, seniors, large families, female-headed households, female-headed households with children, persons with disabilities and developmental disabilities, and homeless individuals and families. The City will seek to meet these special housing needs through a combination of regulatory incentives, zoning standards, new housing construction programs, and supportive services programs. The City will promote market-rate and affordable housing sites, housing programs, and financial assistance available from the city, county, state, and federal governments. In addition, the City will seek funding under state and federal programs designated specifically for special needs groups such as seniors, persons with disabilities, and persons at risk for homelessness.

Responsibility: City Manager, Planning Commission and City Council

Financing: Federal Housing Opportunities for Persons with AIDS, California Child Care Facilities Finance Program, and other state and federal programs designated specifically for special needs groups

Timing: Seek funding at least two times during the planning period; all program components are ongoing

Policy HE.1.3: Provide adequate sites to meet the City's share of regional housing needs.

Program HE.1.3.1: Coinciding with the annual General Plan progress report, the City will update and review the inventory of vacant residential land in the city and amend zoning and land use designations, as necessary, to ensure an adequate supply of vacant land to accommodate the City's share of regional housing needs.

Responsibility: City Manager, Planning Commission, and City Council

Financing: General Fund

Timing: Annually

Goal HE.2: Ensure that the City's development standards and/or processing requirements are not a constraint to the development of affordable housing.

Policy HE.2.1: Remove constraints to the development and availability of housing for all segments of the population.

Program HE.2.1.1: Continue to review the effectiveness of the Zoning Ordinance and make revisions if it is found that provisions of the ordinance are creating unusual constraints on the affordability and availability of housing.

Responsibility: Planning Commission and City Council

Financing: General Fund

Timing: Every two years

Program HE.2.1.2: The City, in its review of development proposals, should allow exceptions or revisions to City ordinances related to zoning, density, services, or other incentives based on the merits of the project, when it is the intent of the developer to provide affordable housing for local residents. This could include the use of CDBG funds to assist in the cost of public improvements.

Responsibility: Planning Commission and City Council

Financing: General Fund, grant funding

Timing: As appropriate and ongoing

Goal HE.3: Ensure persons are provided a choice of housing locations within the community regardless of age, race, color, national origin, religion, gender, family status, or disability.

Policy HE.3.1: Prevent housing discrimination based on age, race, color, national origin, religion, gender, family status, or disability.

Program HE.3.1.1: Continue to inform residents of their rights under fair housing law by posting and maintaining notices at City Hall, in the hallway outside of the Council Chambers, and at the Dunsmuir Branch Library regarding the availability of a fair housing information and referral contact at City Hall. The notice will include the name and phone number of the contact person (i.e., the City Manager) and any other information deemed relevant by the City Council.

Responsibility: City Manager

Financing: General Fund

Timing: Ongoing

Program HE.3.1.2: Refer known incidents of discrimination in the sale or rental of housing and lending practices to the Siskiyou County District Attorney and the Office of Fair Housing and Equal Opportunity at the US Department of Housing and Urban Development for action.

Responsibility: City Manager

Financing: General Fund

Timing: Ongoing

Goal HE.4: Ensure that the quality, safety, and livability of housing in the city is continually maintained or upgraded, including measures to improve energy conservation, and that dilapidated units, which cannot be improved, are replaced.

Policy HE.4.1: Initiate all reasonable efforts to preserve, conserve, and enhance the quality of existing dwelling units and residential neighborhoods to ensure full utilization of the City's existing housing resources for as long as physically and economically feasible.

Program HE.4.1.1: With a goal of assisting seven households over the next five years, the City will continue to apply for Community Development Block Grant (CDBG) funding and apply for funding from Home Investment Partnerships Program (HOME) and CalHome programs. The Housing Rehabilitation Program shall be publicized through the development of informational material made available at City Hall, and the library.

Responsibility: City Council and City Manager

Financing: Grant funding, General Fund

Timing: 2014–2019; apply for a new grant every two years

Program HE.4.1.2: Continue to require and support abatement of unsafe residential structures, giving property owners reasonable opportunities to correct deficiencies and offering incentives (such as financial assistance under the housing rehabilitation program) when available to support rehabilitation of unsafe structures.

Responsibility: City Manager and City Council

Financing: Grant funding

Timing: As funding becomes available; continuous upon evidence of a hazard

Goal HE.5. Pursue sustainable development and energy efficiency for new residential development and existing housing stock.

Policy HE.5.1. Promote the use of energy conservation measures in all housing, including very low-, low-, and moderate-income housing.

Program HE.5.1.1: Provide information on currently available weatherization and energy conservation programs to residents of the city. The City will have information available for the public at the front counter of City Hall and will distribute information through an annual mailing.

Responsibility: City Manager

Financing: General Fund

Timing: Mailings annually; ongoing

Program HE.5.1.2: Continue to enforce state requirements, including Title 24 of the California Code of Regulations, for energy conservation in new residential projects and encourage residential developers to employ additional energy conservation measures for the siting of buildings, landscaping, and solar access through development standards contained in the Zoning Ordinance, Building Code, and Specific Plans as appropriate.

Responsibility: City Manager and City Council

Financing: General Fund, grant funding

Timing: Whenever units are rehabilitated using CDBG funds and ongoing

QUANTIFIED OBJECTIVES

Table 1 summarizes Dunsmuir’s quantified objectives for the 2014–2019 planning period. These objectives represent a reasonable expectation of the maximum number of new housing units that will be developed and conserved, and the households that will be assisted over the 2014–2019 planning period based on policies and programs in this document. These objectives have been identified with reference to the Regional Housing Needs Allocation prescribed by the California Department of Housing and Community Development. (See **Table B-49** and related discussion.)

**Table 1
Quantified Objectives, 2014–2019**

	Income Category					TOTAL
	Extremely Low	Very Low	Low	Moderate	Above Moderate	
New Construction	3	4	7	8	12	34
Rehabilitation	2	2	2	1	0	7

Note: The City has not established an objective for the preservation of affordable housing as there are no units at risk of conversion during the current planning period.

APPENDIX A

HOUSING PROGRAMS IMPLEMENTATION

SUMMARY

APPENDIX A - HOUSING PROGRAMS IMPLEMENTATION SUMMARY

Table A-1 provides a summary of the City's progress with regard to implementing programs contained in the 2009–2014 Housing Element, the effectiveness of these programs, and whether the programs will be continued in the 2014–2019 Housing Element.

Table A-1
Implementation of 2009–2014 Housing Element Programs

Program	Progress/Effectiveness	Appropriateness
<p>Program HE 1.1.1: As developers inquire locally about potential residential development projects, they will be advised of the need for affordable housing in the City, especially in the form of multi-family housing and innovative reuse of existing structures. At this initial inquiry, developers will be provided information on vacant land, underutilized properties, zoning, development standards, density bonuses, sewer and water availability, and the City's willingness to support applications to nonprofit housing sponsors for funding.</p> <p>Responsibility: City Administrator and Building Department</p> <p>Financing: General Fund</p> <p>Timing: Ongoing</p>	<p>There have been no developer inquiries during the planning period that would have initiated implementation of this program.</p>	<p>Continue.</p>
<p>Program HE.1.1.2: Encourage the development of affordable housing by maintaining low fee requirements. When fee increases are deemed necessary, lower fees will be maintained, whenever possible, for affordable housing projects.</p> <p>Responsibility: City Council</p> <p>Financing: General Fund</p> <p>Timing: Ongoing</p>	<p>The City increased its sewer and water connection fees in 2011 by \$53 and \$20, respectively. These fees were maintained in 2012. Overall, the City's fees remain low and do not discourage the production of affordable housing.</p>	<p>Modify to specifically address extremely low-income households and continue.</p>

Program	Progress/Effectiveness	Appropriateness
<p>Program HE.1.1.3: Upon submittal of residential development plans, the City will encourage and support those plans which include lower income housing in areas appropriate to the needs and desires of the population it would serve. "Encourage and support" as used herein means:</p> <ul style="list-style-type: none"> • Give priority to processing of affordable housing projects, taking them out of submittal sequence if necessary to receive an early hearing date; • Consider spreading development fee costs over a 3-5 year payment period to help reduce initial impact, at time of project review; • Provide density bonus or other concessions in accordance with Government Code Section 65915; • Allow phasing of infrastructure whenever possible at time of project review; and • Any other practical actions on the part of the City that will help keep development costs low and protect housing affordability. <p>Responsibility: Building Department and Planning Commission</p> <p>Financing: General Fund</p> <p>Timing: Ongoing</p>	<p>There were no lower-income housing development plans submitted during the planning period that would have initiated implementation of this program.</p>	<p>Modify and continue. Priority processing will be removed from the program. It isn't necessary in Dunsmuir due to the very low level of development in the city. This program will also be modified to specifically address extremely low-income households.</p>
<p>Program HE.1.1.4: Pursuant to Government Code §65589.7, the City will develop specific procedures to grant priority sewer and water service to those residential developments that include units affordable to lower income households.</p> <p>Responsibility: City Administrator and Public Works Department</p> <p>Financing:</p>	<p>The City complies with this law. This program has been implemented and will not be continued.</p>	<p>Delete.</p>

Program	Progress/Effectiveness	Appropriateness
General Fund Timing: February 2011		
Program HE.1.1.5: In order to solicit assistance and support for lower-income housing, the City will annually contact nonprofit housing sponsors and governmental agencies that are capable of subsidizing lower-income housing. Responsibility: City Administrator and City Council Financing: General Fund Timing: Annually	City staff met with representatives of the local nonprofit Great Northern Corporation in 2011 to discuss potential funding opportunities for low-income housing. There were no lower-income housing development plans submitted in 2012. The City will continue to meet with organizations and agencies when potential projects or new funding opportunities arise.	Modify to change timing to annually or as appropriate and continue.
Program HE.1.1.6: Given the lack of vacant, developable land in the City that is suitable for multifamily housing, the City will amend the Zoning Ordinance to allow for residential use of properties in the Central Commercial (C-2) district without a use permit. However, in each case residential use will be restricted to upper stories with the ground floor reserved for commercial purposes. Responsibility: Planning Commission and City Council Financing: General Fund Timing: February 2011	Development of residential uses on the second floor in the C-2 district without a use permit is currently allowed in practice in the city. The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.	Delete.
Program HE.1.2.1: Amend the Zoning Ordinance as necessary to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The City will also make information available about requesting rea-	As a matter of practice, the City provides for reasonable accommodations including modification or exception to the rules, standards and practices for the siting, development and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a per-	Continue allowing six months for adoption.

Program	Progress/Effectiveness	Appropriateness
<p>sonable accommodation with respect to zoning, land use, permit processing, fees or building codes.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>son with a disability equal opportunity to housing of their choice. Due to funding constraints, the Zoning Ordinance has not yet been amended as described. Nevertheless, the City intends to make necessary revisions to its Zoning Ordinance as soon as funding permits.</p>	
<p>Program HE.1.2.2: Pursuant to SB 2, the City will amend the Zoning Ordinance to include separate definitions of "supportive housing", "transitional housing" and "emergency shelters" consistent with Sections 50675.14, 50675.2 and 50801 of the California Health and Safety Code. The City will also amend the Zoning Ordinance to allow transitional and supportive housing as a residential use subject only to those restrictions that apply to other residential uses of the same type in the same zone without undue special regulatory requirements. Further, the City will amend the Zoning Ordinance to allow emergency shelters by right (i.e., without a use permit and subject only to the same development and management standards that apply to other allowed uses) in the Central Commercial (C-2) zone.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>
<p>Program HE.1.2.3: In order to facilitate housing for extremely low-income persons, the City will amend the Zoning Ordinance to clarify the definition of single-room occupancy units, as well as describe</p>	<p>The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>

Program	Progress/Effectiveness	Appropriateness
<p>specific development standards for these units.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>		
<p>Program HE.1.2.4: In order to help meet the needs of extremely low-income persons and households, the City will prioritize funding and/or offer financial incentives or regulatory concessions to encourage the development of single-room occupancy units and/or other units affordable to the extremely low-income, such as supportive and multifamily units.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: Grant Funding</p> <p>Timing: Ongoing</p>	<p>There were no single-room occupancy units, supportive housing, or multifamily housing proposed during the planning period that would have initiated implementation of this program. The City will implement this program as projects come forward.</p>	<p>Continue.</p>
<p>Program HE.1.2.5: In order to help meet the needs of large families, the City will offer financial incentives and/or regulatory concessions for the development of multifamily housing that includes affordable four- and five-bedroom units.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: Grant Funding</p> <p>Timing: Ongoing</p>	<p>There were no multifamily housing proposals during the planning period that would have initiated implementation of this program. It is unusual to include units of this size in multifamily projects. This size unit is not always allowed by funding programs. This program will not be continued.</p>	<p>Delete.</p>
<p>Program HE.1.2.6: Continue to allow Group Care Facilities for six or fewer persons in all residential zones including single-family zones in compliance</p>	<p>The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>

Program	Progress/Effectiveness	Appropriateness
<p>with Health and Safety Code Sections 1267.8, 1566.3, and 1568.08. Amend the Zoning Ordinance to allow group care facilities for more than six persons with a conditional use permit in all districts that allow residential uses. Also, to ensure compliance with Health and Safety Code Sections 1267.8, 1566.3, and 1568.08, the amendment will clarify the definitions of "group residential" and "group care facility". The definition of group care facility must distinguish between facilities for six or fewer persons and for larger facilities for more than six persons.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>		
<p>Program HE.1.2.7: Amend the Zoning Ordinance to allow farmworker housing for six or fewer persons by right in all residential districts and the Neighborhood Commercial (C-1) district, and with a use permit in the Central Commercial (C-2) district consistent with Health and Safety Code Sections 17021.5 and 17021.6.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>
<p>Program HE.1.2.8: Building permit processing and inspections for individuals with disabilities shall be given a high priority.</p> <p>Responsibility:</p>	<p>The City of Dunsmuir Building Inspector is aware that building permits for individuals with disabilities are to be given a high priority, and processes them accordingly. Due to the low number of permits processed annually in the city, this pro-</p>	<p>Delete.</p>

Program	Progress/Effectiveness	Appropriateness
Building Department Financing: General Fund Timing: As needed	gram is not necessary and will not be continued.	
Program HE.1.3.1: Coinciding with the annual General Plan Progress Report, the City will update and review the inventory of vacant residential land in the City and amend zoning and land use designations, as necessary, to ensure an adequate supply of vacant land to accommodate the City's share of regional housing needs. Responsibility: Planning Department, Planning Commission and City Council Financing: General Fund Timing: Annually	The City last updated the vacant land inventory in 2011. There were no developer inquiries in 2012 and therefore the vacant land inventory prepared in 2011 remains relevant. The inventory will be revisited in spring 2014.	Continue.
Program HE.1.3.2: The City will zone sites suitable, without physical and environmental constraints, and available to accommodate the City's unmet housing needs from the prior planning period. This will entail rezoning one of the candidate sites identified in Table B-30 to either R-3 or R-4 consistent with Government Code Sections 65583(a)(3) and 65583.2(h) and (i) as needed to facilitate the development 32 affordable units. The sites to be rezoned must allow owner-occupied and rental multifamily uses by-right (i.e., without a use permit or other discretionary action) and provide for: <ol style="list-style-type: none"> 1. A minimum of 16 units per site; and 2. A minimum density of 16 units per acre; and 3. At least 50 percent of the lower-income need must be accommodated on sites designated 	In December 2015, the City rezoned a 1.5 acre parcel from Central Commercial (C-2) to Multiple Family Residential (R-3). The R-3 zone allows up to 40 units per acre. Maximum unit potential for this property is 60 units. The realistic potential is 48 units. This program has been completed and will be deleted.	Delete.

Program	Progress/Effectiveness	Appropriateness
<p>for residential use.</p> <p>Responsibility: Planning Department, Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: Prior to July 2010</p>		
<p>Program HE.2.1.1: Amend the Zoning Ordinance regarding the provisions of Section 65589.5(d) and (f) of the Government Code, noting that housing projects for extremely low-, very low-, low-, and moderate-income persons cannot be denied or conditioned resulting in making the project infeasible unless one of the findings of Section 65589(d)1-6 can be made.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>The City complies with this state law. The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>
<p>Program HE.2.1.2: Adopt a density bonus ordinance consistent with the Government Code Section 65915, establishing procedures for bonuses should such be desirable for a project as a means to guarantee long-term affordable housing.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>

Program	Progress/Effectiveness	Appropriateness
<p>Program HE.2.1.3: Continue to review the effectiveness of the Zoning Ordinance and make revisions if it is found that provisions of the ordinance are creating unusual constraints on the affordability and availability of housing.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: Biannually</p>	<p>The Zoning Ordinance is reviewed biannually. The City continues to determine that it does not pose a constraint to the development of affordable housing.</p>	<p>Continue.</p>
<p>Program HE.2.1.4: Amend the definition of family in the Zoning Ordinance so that it clearly indicates clients of group homes are included.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>
<p>Program HE.2.1.5: Amend the Zoning Ordinance to require a single parking space for studio apartments and one-bedroom units in multifamily housing developments.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>Currently, the City only requires one space per unit. This program is not necessary and will be deleted.</p>	<p>Delete.</p>
<p>Program HE.2.1.6: The City, in its review of development proposals, should allow exceptions or revisions to City ordinances related to zoning, density, services or other incentives based on the merits of</p>	<p>There were no development proposals during the planning period that would have initiated implementation of this program.</p>	<p>Continue.</p>

Program	Progress/Effectiveness	Appropriateness
<p>the project, when it is the intent of the developer to provide affordable housing for local residents. This could include the use of CDBG funds to assist in the cost of public improvements.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund, Grant Funding</p> <p>Timing: Ongoing</p>		
<p>Program HE.2.1.7: Amend the Zoning Ordinance to allow second dwelling units by right (i.e., without discretionary review) in all residential districts consistent with state law.</p> <p>Responsibility: Planning Commission and City Council</p> <p>Financing: General Fund</p> <p>Timing: February 2011</p>	<p>The City Council adopted this amendment on June 18, 2015. This program has been accomplished and will therefore be deleted.</p>	<p>Delete.</p>
<p>Program HE.3.1.1: Continue to inform residents of their rights under fair housing law by posting and maintaining notices at City Hall, in the hallway outside of the Council Chambers, and at the Dunsmuir Branch Library regarding the availability of a fair housing information and referral contact at City Hall. The notice will include the name and phone number of the contact person (i.e., the City Administrator) and any other information deemed relevant by the City Council.</p> <p>Responsibility: City Administrator</p> <p>Financing: General Fund</p>	<p>This program has been and continues to be successfully implemented. The posting of notices are maintained at City Hall, Council Chambers and the library and updated as new information becomes available.</p>	<p>Continue.</p>

Program	Progress/Effectiveness	Appropriateness
Timing: Ongoing		
Program HE.3.1.2: Refer known incidents of discrimination in the sale or rental of housing and lending practices to the Siskiyou County District Attorney and the Office of Fair Housing and Equal Opportunity at the U.S. Department of Housing and Urban Development for action. Responsibility: City Administrator Financing: General Fund Timing: Ongoing	The City received no reports of discrimination during the planning period that would have initiated implementation of this program. When an incident of discrimination occurs, the City will provide referrals as specified in this program.	Continue.
Program HE.4.1.1: With a goal of assisting eight households over the next five years, the City will strive to preserve low- and moderate-income housing through implementation of the Housing Rehabilitation Program. Responsibility: City Council Financing: Grant Funding Timing: 2009-2014	Two housing units have been rehabilitated through the City's Housing Rehabilitation Program during the planning period. Due to lack of funding and interest, this program has been temporarily suspended until further funding can be obtained. The City continues to work with Community Development On-Call, a local nonprofit, to apply for Community Development Block Grant (CDBG) monies, as well as assist low-income persons in need of housing rehabilitation.	Combine Program HE.4.1.3 into this program and continue. Modify to include extremely low- and very low-income households.
Program HE.4.1.2: Continue to require and support abatement of unsafe residential structures, giving property owners reasonable opportunities to correct deficiencies and offering incentives (such as financial assistance under the housing rehabilitation program) when available to support rehabilitation of unsafe structures. Responsibility: Building Department, Code Enforcement Officer	The City abated one residential property in 2010 due to unsafe living conditions and inaction on the part of the property owner to rectify deficiencies. The City will continue to implement this program as needed.	Continue.

Program	Progress/Effectiveness	Appropriateness
and City Council Financing: Grant Funding Timing: As funding becomes available; continuous upon evidence of a hazard		
Program HE.4.1.3: Preserve existing housing through continued implementation of the housing rehabilitation program and provision of adequate public services and facilities. Responsibility: City Council and City Administrator Financing: General Fund, Grant Funding Timing: Ongoing, Apply for a new grant every two years	In 2011, two housing units were rehabilitated through the City's Housing Rehabilitation Program. Further, the City secured a loan in order to make necessary repairs and upgrades to its wastewater collection and treatment system. The City continues to work with Community Development On-Call, a local nonprofit, to apply for CDBG monies, as well as assist low-income persons in need of housing rehabilitation.	Combine into Program HE.4.1.1 and delete.
Program HE.5.1.1: Provide information on currently available weatherization and energy conservation programs to residents of the City. The City will have information available for the public at the front counter of City Hall and will distribute information through an annual mailing. Responsibility: Building Department and City Administrator Financing: General Fund Timing: Mailings annually, Ongoing	The City provides literature at the front counter of City Hall and refers individuals to Community Development On-Call, the nonprofit organization responsible for managing the low-income weatherization program in Siskiyou County.	Continue.
Program HE.5.1.2: Continue to enforce State requirements, including Title 24 of the California Code of Regulations, for energy conservation in new residential projects and encourage residential developers to employ additional energy conservation measures for the siting of buildings, landscaping,	One unit was added to the City's housing stock in 2011 and was required to comply with the energy conservation measures provided for in Title 24, Part 6, of the California Code of Regulations. The City will continue to enforce Title 24 as development occurs.	Modify to combine Program HE.5.1.3 into this program and continue.

Program	Progress/Effectiveness	Appropriateness
<p>and solar access through development standards contained in the Zoning Ordinance, Building Code, and Specific Plans as appropriate.</p> <p>Responsibility: Planning Department, Building Department</p> <p>Financing: General Fund</p> <p>Timing: Ongoing</p>		
<p>Program HE.5.1.3: In order to reduce energy consumption in the City, units being rehabilitated with CDBG funds will be required to include energy conservation features, such as dual pane windows, insulation, caulking and weather stripping.</p> <p>Responsibility: City Council</p> <p>Financing: Grant Funding</p> <p>Timing: Whenever units are rehabilitated using CDBG funds</p>	<p>Both rehabilitation projects that utilized CDBG funds during the planning period were required to include energy conservation features.</p>	<p>Combine into Program HE.5.1.2 and delete.</p>

APPENDIX B
HOUSING NEEDS ASSESSMENT

APPENDIX B – HOUSING NEEDS ASSESSMENT

The Housing Needs Assessment provides a demographic profile of the City of Dunsmuir by analyzing the following types of information: population trends, household income and poverty, special housing needs, housing characteristics, costs and conditions, constraints to development, and resources and opportunities.

The US Census, which is completed every 10 years, is an important source of information for the Housing Needs Assessment. It provides the most reliable and in-depth data for demographic characteristics of a locality. The California Department of Finance (DOF) is another source of valuable data that is more current than the Census. However, DOF does not provide the depth of information that can be found within the US Census Bureau reports. Whenever possible, DOF data and other local sources were used in the Housing Needs Assessment in order to provide the most current profile of the community.

The 2010 Census did not collect information in several categories that are required for the Housing Needs Assessment. Where this is the case, historical DOF data is used. Where DOF data is not available, 2000 Census information is retained. In cases where this is not feasible or useful, this assessment references US Census Bureau American Community Survey (ACS) data. The ACS provides estimates of numerous housing-related indicators based on samples averaged over a five-year period. Due to the small size of the sample taken in Dunsmuir, the estimates reported by ACS have large margins of error. Where ACS data is used, the numbers should not be interpreted as absolute fact, but rather as a tool to illustrate general proportion or scale.

The data presented in the Housing Needs Assessment will not only guide the development of housing goals and policies, but will also be integrated into the body of the Housing Element to present the current status of housing and housing-related issues in the City of Dunsmuir. Definitions of the various US Census Bureau terms that are used throughout this document have been included in **Appendix C, Glossary of Terms**, for clarification.

The needs assessment is organized into three main sections. The first section focuses on demographic information, such as population trends, ethnicity, age, household composition, income, employment, housing characteristics, general housing needs by income, and housing needs for special segments of the population. This first section outlines the characteristics of the community and identifies those characteristics that may have significant impacts on housing needs in the community.

The second section identifies possible governmental and non-governmental constraints to housing development in Dunsmuir. The City has planning, zoning, and building standards that guide and affect residential development patterns and influence housing availability and affordability. There are also environmental and housing market conditions that affect the location, availability, affordability, and type of housing that is constructed. The "non-governmental" influences include such factors as: the availability and cost of financing, land and materials for building homes; natural conditions that affect the cost of preparing and developing land for housing; and the business decisions of individuals and organizations in home building, finance, real estate, and rental housing that impact housing cost and availability.

The third section identifies the resources and opportunities for affordable housing in the city, which includes an inventory of adequate sites for affordable housing, potential funding resources for housing programs, and a description of the current housing programs that are available to provide affordable housing to the residents of Dunsmuir.

SUMMARY OF FINDINGS

Population and Household Characteristics

The City of Dunsmuir is a small town with a 2013 population of only 1,630. The city's population decreased by approximately 14 percent between 2000 and 2010 and, based on estimates by DOF, remained nearly constant between 2010 and 2013. The City's population is expected to hold relatively steady or decrease slightly for the duration of the current planning period. According to the 2010 Census, white residents comprise the majority of the city (87.5 percent), followed by Latinos or Hispanics (8.3 percent).

Although the 2006–2010 ACS estimates that the city's median income increased by approximately 53 percent between 2000 and 2010, approximately 69 percent of its households have incomes below the low-income ceiling. The city's poverty rate is approximately 22.9 percent, with 44 percent of female-headed single-parent households below the poverty level. The unemployment rate is estimated to be approximately 20.4 percent, which is slightly higher than either the county's rate (13.4 percent) or the state's rate (10.1 percent).

Special Needs Housing

Between 2000 and 2010, the retirement age group (55 to 64) increased by approximately 62 percent. The majority of seniors in Dunsmuir own their home (73 percent). Most people with disabilities have a physical disability. Single-parent households make up approximately 12 percent of all households, while approximately 8 percent of total households are female-headed households.

Housing Characteristics

Dunsmuir's housing stock is somewhat older and in need of rehabilitation. According to a 2005 housing conditions survey, the majority of Dunsmuir's housing stock is in need of rehabilitation (65.5 percent), with an additional 59 units (6.9 percent) considered dilapidated and possibly in need of replacement.

According to the US Census, Dunsmuir experienced a 6 percent increase in the number of housing units between 2000 and 2010, for a total of 1,233 units in 2010. Construction trends over the past 13 years suggest very little growth in the city. The US Census also indicated that most of the increase in the city's housing stock was due to multi-family home construction (99 new units), with no single-family homes added to the housing stock.

Housing Constraints

Governmental Constraints

Development standards in the city do not necessarily constrain the development of affordable housing. Existing zoning requirements, fees, processing times and development requirements do not appear to constrain the production of housing units. The City has adequate land to meet its 2014-2019 Regional Housing Need Allocation.

Non-Governmental Constraints

In early 2014, vacant land prices ranged from approximately \$36,765 to \$176,371 per acre for land zoned for single-family uses. Construction costs for a good quality construction single-family home

are estimated to be between \$187,633 and \$344,753 depending on the size and location of the home.

REGIONAL CONTEXT

The City of Dunsmuir is located at the south end of Siskiyou County, approximately 40 miles south of the City of Yreka, the county seat, and 45 miles north of the City of Redding in Shasta County. The city straddles Interstate Highway 5 in a north-to-south direction, and both the Sacramento River and the Union Pacific Railroad run through the town. The city was established in the late 1880s when a rail line was built through the upper Sacramento River Canyon. In the 1950s, Dunsmuir was the largest town in Siskiyou County with a population of over 5,000 people. However, the conversion to diesel trains dramatically reduced the rail workforce in Dunsmuir by approximately 50 percent, and the City's population fell considerably to less than 2,000 people. The population has fluctuated over the years, but has generally continued to decline. The modernization and decline of both the rail and timber industry and lack of replacement jobs have been the principal causes for the fall of the population over the last two decades. The steep topography of the Sacramento River Canyon, coupled with the physical constraints of developing near Interstate 5 and the railroad, further limits the opportunities for the development of new residential subdivisions in the city, and contributes to the suppression of population growth.

POPULATION TRENDS

Population Growth

The population of the City of Dunsmuir in 2013 is estimated by the DOF to be 1,630. The population decreased from 1,923 in 2000 to 1,650 in 2010, or by 14 percent. The DOF estimates that the city's population further declined by 1 percent, or by 20 persons, between 2010 and 2013. Although negative growth is unusual for the state of California as a whole, it is fairly common for many communities in rural Siskiyou County where a loss of forestry-related jobs over the past few decades has driven the population elsewhere in search of employment. **Table B-1** shows population growth rates for communities in Siskiyou County from 2000 to 2013.

Table B-1
Siskiyou County Population Change, 2000–2013

	2000 Population	2010 Population	Percent Change 2000–2010	2013 Population	Percent Change 2010–2013
Dunsmuir	1,923	1,650	-14.2%	1,630	-1.2%
Mt. Shasta	3,621	3,394	-6.3%	3,360	-1.0%
Weed	2,978	2,967	-0.4%	2,964	-0.1%
Yreka	7,290	7,765	6.5%	7,771	0.1%
Ft. Jones	660	839	27.1%	749	-10.7%
Etna	781	737	-5.6%	731	-0.8%
Montague	1,456	1,443	-0.9%	1,428	-1.0%
Dorris	886	939	6.0%	929	-1.1%
Tulelake	1,020	1,010	-1.0%	1,000	-1.0%
Unincorporated	23,686	24,156	2.0%	24,158	0.01%

Source: Siskiyou County 5th Cycle Housing Element Data Packet

Population Projections

Although this negative growth is considerably lower than is typical of California's more urbanized centers, it is fairly common for rural Siskiyou County, where a shortage of economic opportunities deters growth.

The DOF provides projections for all counties through 2060 but does not include city-level data. **Table B-2** shows the expected population growth for both the incorporated and unincorporated portions of Siskiyou County between 2000 and 2050. Based on DOF projections, the county is expected to experience an overall annual growth rate of less than one tenth of 1 percent. Based on the City's historic growth rate and the current economic downturn, it is likely that the City's future growth rate will resemble the growth rate projected for the county.

Table B-2
Population Projections, 2000–2060

	2010	2020	2030	2040	2050	2060
Siskiyou County	44,893	46,369	48,883	51,854	52,130	52,646

Source: DOF. 2013. Report P-3: State and County Population Projections by Race/Ethnicity, Detailed Age, and Gender, 2010-2060. Sacramento, CA.

Age Characteristics

The distribution of Dunsmuir's population by age group is shown in **Table B-3**. As individuals age, their lifestyles, household composition, living preferences, and income levels tend to change as well. For example, young adults (18-34) typically move more frequently and earn less than older adults. As a result, younger adults generally are not ready, or cannot afford, to purchase homes and instead look for rental units to meet their housing needs. In contrast, middle-aged residents (35-54) typically have higher earning potential and higher homeownership rates. Residents approaching retirement age or recently retired (early 60s to mid-70s) tend to have the highest rates of homeownership. After individuals retire, many look for smaller homes on properties that are easier to maintain, or for residential communities that cater specifically to their lifestyles, needs, and preferences.

Table B-3
Population by Age, City of Dunsmuir, 2000–2010

Age (years)	2000		2010		Percent Change
	Persons	Percent	Persons	Percent	
< 5	83	4%	100	6%	20%
5 to 14	239	12%	174	11%	-27%
15 to 24	238	12%	156	9%	-34%
25 to 34	162	8%	173	10%	7%
35 to 44	285	15%	181	11%	-36%
45 to 54	352	18%	256	16%	-27%
55 to 64	202	11%	328	20%	62%
65+	362	19%	282	17%	-22%
Total	1,923	100%	1,650	100%	-14%

Source: 2000 US Census, Table P012; 2010 US Census, Table P12US Census Summary File.

The age distribution of the City's population has shifted between 2000 and 2010 (see **Table B-3**). The number of residents between the ages of 55 and 64 increased by approximately 62 percent, while the number of residents 65 years and older decreased by approximately 22 percent. Other significant changes include declines in the number of residents between the ages of 15 and 24 (approximately 34 percent decline), and between the ages 35 and 44 (approximately 36 percent decline). The number of residents less than 5 years old increased by approximately 20 percent. In general, shifts in age distribution likely reflect aging demographics within the community of Dunsmuir and a lack of jobs for young and mid-career earners.

**Table B-4
Householder by Age, 2011**

Householder Type	Number	Percent of Total
Owner-Occupied:	492	59%
Householder 15 to 24 years	0	0%
Householder 25 to 34 years	51	6%
Householder 35 to 44 years	77	9%
Householder 45 to 54 years	57	7%
Householder 55 to 59 years	86	10%
Householder 60 to 64 years	75	9%
Householder 65 to 74 years	63	8%
Householder 75 to 84 years	34	4%
Householder 85 years and over	49	6%
Renter-Occupied:	346	41%
Householder 15 to 24 years	26	3%
Householder 25 to 34 years	64	8%
Householder 35 to 44 years	22	3%
Householder 45 to 54 years	94	11%
Householder 55 to 59 years	42	5%
Householder 60 to 64 years	48	6%
Householder 65 to 74 years	44	5%
Householder 75 to 84 years	6	1%
Householder 85 years and over	0	0%
Total	838	100%

Source: Siskiyou County 5th Cycle Housing Element Data Packet 2013

HOUSEHOLD CHARACTERISTICS

A household is any group of people living together in a residence, whether related or unrelated. A survey of household characteristics is useful to determine household size trends, income, overcrowding or under-utilization of housing, and the number of special needs households such as large families and female-headed households.

According to the US Census, there were 763 households in the City in 2010. Approximately 55 percent of the households were owner-occupied, while the remaining 45 percent were renter-occupied.

In 2013, the DOF estimated the average household size in the City of Dunsmuir to be 2.14 persons per household. Large households (i.e., those with five or more persons) comprised approximately 5 percent of households in the city at the time of the 2010 Census, while three- or four-person households constituted approximately 22 percent.

Household Size

Household size by tenure is shown in **Table B-5**. Most households, both owner- and renter-occupied, were inhabited by one or two persons in 2000. The total number of both owner-occupied and renter-occupied households declined between 2000 and 2010. Owner-occupied households declined by approximately 67 households, while the number of renter-occupied households declined by approximately 37 households. Despite the overall decline in households, the proportion of each category remained relatively static.

Table B-5
Household Size by Tenure, 2000–2010

Household Size	2000		2010	
	Households	Percent	Households	Percent
Owner-Occupied Households	483	100%	416	100%
1 person	139	29%	126	30%
2 persons	210	43%	186	45%
3 persons	62	13%	57	14%
4 persons	39	8%	30	7%
5 persons	25	5%	9	2%
6 persons	6	1%	5	1%
7 or more person	2	<1%	3	1%
Renter-Occupied Households	384	100%	347	100%
1 person	168	44%	145	42%
2 persons	100	26%	94	27%
3 persons	48	13%	47	14%
4 persons	33	9%	37	11%
5 persons	19	5%	11	3%
6 persons	11	3%	8	2%
7 or more persons	5	1%	5	1%

US Census Summary File Source: 2000 and 2010 US Census, Table QT-H2

Household Growth

Table B-6 shows household growth trends (by occupied housing units) from 2000 to 2010 for the City of Dunsmuir. During this period, the number of households in the city decreased by approximately 12 percent, or 104 units. While several more units may have been constructed during this period than reported above, many serve as vacation homes, and as such, are not considered "occupied" for the purpose of the Census. In fact, because Dunsmuir has

considerable draw as a tourist destination, the City has a very high percentage of "vacant" housing units (31 percent at the time of the 2010 Census). The actual number of housing units, both occupied and vacant, is estimated by the DOF to be 1,233 in 2010.

Table B-6
Household Growth Trends, 2000–2009

	2000	2010	Percent Change
Households	867	763	-14%

Source: 2000 and 2010 US Census, Table QT-H3US Census.

ECONOMIC CHARACTERISTICS

Household Income

Table B-7 reports the income distribution in 2010 by tenure. According to the census, overall median household income in 2010 was \$35,283. However, as shown in **Table B-7**, median household income for owner-occupied households in 2010 was over double that of renter-occupied households, with a median owner-occupied household income of \$45,000, in comparison to a median renter-occupied household income of \$20,000.

Table B-7
Household Income by Tenure, 2000–2010

Income	2000		2010	
	Households	Percent	Households	Percent
Owner-Occupied Households				
Less than \$10,000	27	6%	6	1%
\$10,000 to \$14,999	49	11%	32	6%
\$15,000 to \$19,999	83	18%	47	9%
\$20,000 to \$24,999	33	7%	23	5%
\$25,000 to \$34,999	63	14%	58	12%
\$35,000 to \$49,999	75	17%	137	27%
\$50,000 to \$74,999	88	19%	104	21%
\$75,000 to \$99,999	22	5%	58	12%
\$100,000 or more	15	3%	37	7%
Total Owner-Occupied	455	100%	502	100%
Renter-Occupied Households				
Less than \$10,000	106	26.4%	41	11%
\$10,000 to \$14,999	53	13.2%	116	30%
\$15,000 to \$19,999	45	11.2%	38	10%
\$20,000 to \$24,999	67	16.7%	23	6%
\$25,000 to \$34,999	54	13.5%	56	14%
\$35,000 to \$49,999	31	7.7%	36	9%
\$50,000 to \$74,999	11	2.7%	58	15%
\$75,000 to \$99,999	13	3.2%	22	6%

Income	2000		2010	
	Households	Percent	Households	Percent
\$100,000 or more	21	5.2%	0	0
Total Renter-Occupied Households	401	100%	390	100%
Median Income – Owners	\$30,592		\$45,000	
Median Income – Renters	\$19,602		\$20,000	

Source: 2000 US Census, Summary File 3; US Census Bureau, 2006-2010 American Community Survey, Table B25118 and B52119 US Census Summary File

Table B-8 illustrates the number of households in each income group based on the 2010 Census. Approximately 69 percent of the City's households have incomes at or below the low-income limit, with approximately 22 percent of all households in the extremely low-income category (195 households). An additional 18 percent of households have earnings in the moderate-income category, while the remaining 13 percent have earnings in the above moderate-income category.

Table B-8
Households by Income Group, 2010

Income Group	Income	Households	Percent
Extremely Low (Below 30% of Median Income)	< \$17,350	195	22%
Very Low (30-50% of Median Income)	\$17,350-\$28,949	131	15%
Low (50-80% of Median Income)	\$28,950-\$46,299	287	32%
Moderate (80-120% of Median Income)	\$46,300-\$69,500	162	18%
Above Moderate (Over 120% of Median Income)	\$69,500<	117	13%
Total Households		892	100%

Source: HCD 2013; US Census Bureau, 2006-2010 American Community Survey, Table B25118 US Census Summary File
Notes: Estimates are based upon 2010 income distribution data as reported in the 2006-2010 American Community Survey, Table B25118.

Poverty

The state of California publishes annual income limits for each county that are used to determine eligibility for assisted housing programs within that county. Further, the California Health and Safety Code requires that limits established by the state for the low-, very low-, and extremely low-income categories will be the same as those in the equivalent levels established by the US Department of Housing and Urban Development (HUD) for its Housing Choice Voucher (Section 8) program. It is important to note that the 2010 median household income reported in **Table B-7** is not the same as the median family income established by the state in 2015 and reported in **Table B-9**.