# AGENDA FOR THE REGULAR MEETING
# DUNSMUIR CITY COUNCIL
# COUNCIL CHAMBERS
# 5902 DUNSMUIR AVE, DUNSMUIR, CA
# NOVEMBER 3, 2016
# CLOSED SESSION: NONE
# REGULAR SESSION: 6:00 PM

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

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **FLAG SALUTE**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF MINUTES**
   - **A.** September 15, 2016 Regular Meeting
   - **B.** September 27, 2016 Special Meeting
6. **COMMITTEE REPORTS**
   - **a. Economic Development/Tourism**
   - **b. Finance**
   - **c. Public Facilities and Services**
   - **d. Public Safety**
   - **e. Airport**
   - **f. Solid Waste**
   - **g. Emergency Plan Task Force**
   - **h. Veteran's Memorial**
   - **i. Mossbrae Trail**

7. **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.

**8. ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:**
Members of the Council or staff may ask questions, request reports for a later meeting, or ask that an item be placed on a future agenda on any subject within the Council's jurisdiction.

**9. PRESENTATIONS: NONE**

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

**A. Approve Check Register Report dated October 28, 2016**
**B. Authorize Finance Director to attend League of California Cities Municipal Finance Institute Nov 30 – Dec 1**
**C. Receive and file Form 6D regarding Butterfly Bridge Project with current budget estimates**

**11. PUBLIC HEARING: NONE**
**Public Hearing Protocol:**
- **a. Mayor will describe the purpose of the Public Hearing.**
- **b. City Staff will provide the Staff Report.**
- **c. City Staff will respond to questions 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.**

**12. OLD BUSINESS**
**A. Consider and authorize repairs to Verdin street clock on Dunsmuir Ave in the amount of $6,725**

**13. NEW BUSINESS**
**A. Consider and authorize City Manager to execute Notice of Completion on North Dunsmuir Water Main Replacement Project and deem project acceptable on recommendation of City Engineer**
**B. Consider and authorize City Manager to execute documents disencumbering $265 of CDBG funds leftover from grant 13-CDBG-8968 on recommendation of CDBG consultant**
**C. Consider and approve City Council statement on ballot initiatives**
**D. Consider and authorize a plan and budget for recruitment of City Manager**

**14. ADJOURNMENT:**

**Copies of this agenda were posted at City Hall, Dunsmuir City Library, Dunsmuir Park and Recreation District Office and at the Post Office on or before 6:00 PM October 31, 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

10-31-2016

Date

**DUNSMUIR CITY COUNCIL**
**REGULAR MEETING**
**SEPTEMBER 15, 2016**
**MINUTES**

1. **CALL TO ORDER**
   Meeting was called to order by Mayor Spurlock at 7:23 pm.
2. **ROLL CALL**
   Council members present: Shanta, Deutsch (by skype), Craig, Keisler, Spurlock
   City Staff present: CFO Stock, Deputy City Clerk Iskra
3. **FLAG SALUTE**
4. **APPROVAL OF AGENDA**
   Motion to approve agenda of September 15, 2016 by Keisler, seconded by Craig.
   Voice vote: 5-0-0-0
5. **APPROVAL OF MINUTES**
   Motion to approve the minutes of August 15, 2016 by Keisler, seconded by Craig.
   Voice Vote: 5-0-0-0
6. **COMMITTEE REPORTS**

   **a. Economic Development/Tourism**
   No report

   **b. Finance**
   Craig reported that the budget was discussed

   **c. Public Facilities and Services**
   No Meeting

   **d. Public Safety**
   No meeting

   **e. Airport**
   Deutsch reported that he had attended the Airport Conference in Lake Tahoe, lots of information on raising revenue, next meeting September 26 at noon in the Council Chambers

   **f. Solid Waste**
   No meeting

   **g. Emergency Plan Task Force**
   Group met with Fire What

   **h. Veteran's Memorial**
   This is on the agenda tonight

   **i. Mossbrae Trail**
   Craig reported an upcoming meeting with a St Germain consultant and a meeting with UP representative
7. **ANNOUNCEMENTS AND PUBLIC COMMENT: None**

8. **ANNOUNCEMENTS AND REPORT FROM COUNCIL AND STAFF:**
Keisler announced Belinda Hanson of Cave Springs was in Spain as an artist, Homecoming is this Friday with the football game and parade, people need to stop dumping at the cemetery, be sure to vote on November 8

9. **CONSENT AGENDA**
A. Authorize the Homecoming Parade on Friday, September 16 at 2:00 pm.
B. Authorize the Dunsmuir Botanical Gardens a one-day license to sell beer and wine.
C. Citywide Clean-up scheduled for October 1, 2016
Motion by Craig to remove item 9B (Oktoberfest cancelled) and approve the Consent Agenda as amended, seconded by Keisler. Voice vote: 5-0-0-0

10. **PRESENTATION: None**

11. **OLD BUSINESS**
A and B. Cemetery – Flag Pole Project & Veteran's Fountain (Councilmember Keisler)
Sheriff Lopey was present with Tony Ginocchio to discuss the Veteran's Leadership Council and their proposal to refurbish flagpoles at the local cemeteries, the Jon Lopey Foundation has donated $1000 to the project ($500 for the flagpole and $500 to the fountain) total cost is about $1825 for the flagpole and solar lights, they hope to have the Dunsmuir flagpole in place by Veteran's Day 2016
Spurlock stated that donations can be made at the Dunsmuir Chamber of Commerce
Keisler thanked them for their passion and stated that a flag would be donated that flew over the capitol by Doug LaMalfa, Lopey has stepped up and we do not need to do anything, he will get a thermometer in place showing the amount collected
Deutsch said it was great to meet Lopey and this would be the first step for the Veterans Memorial
Public Comment:
Peter Arth stated that a big part is being left out and that is the Veteran's Fountain, nothing has been done in 12 months to repair it, he would like to contribute time and money but it is not even on the radar
Lopey would like to do the flagpole by Veteran's Day then start on the fountain
Mario Rubino stated he was in Mt Shasta last Veteran's Day, his nephew died in Iraq
City Council Comment:
Spurlock said that it appears there is money and personnel backing this project and it needs to move forward
C. Train Engine 1727 (Council member Keisler)
Keisler reported the plan is to remove the trees surrounding 1727, get lights which look like the wheels are turning, and refurbish the engine, Bruce Petty has money from the train club and others so there will be no cost, work will be done by professionals
Bruce Petty stated that the train had been painted about 20-30 years ago, the trees have grown and the fence is damaged, the whistle was stolen several years ago
Public Comment:
Richard Dinges felt the fence should remain for liability purposes
Linda Gnesa is in favor of the project
City Council Comment:
Shanta asked which trees are going to be cut and who will be doing the work
Spurlock asked for detail of which trees will be cut and who will cover the liability

Craig asked about going to bid for tree removal and stated that no one wants to sabotage the project but more detailed information is needed

**12. NEW BUSINESS:**

A. Approve payment of invoices for the Butterfly Bridge $4,183.51 and $7,531.57 from the Federal Highway Administration.

CFO Stock stated that this is required per the contract, will be reimbursed

Public Comment: None

City Council Comment: None

Motion by Craig to approve third progress payment to Central Federal Lands in the amount of $11,715.08 and authorize staff to submit payment evidence to Caltrans and request reimbursement from the Highway Bridge Program grant, seconded by Keisler.

| | | | |
|---|---|---|---|
| Roll call vote: | Shanta | yes | |
| | Deutsch | yes | |
| | Keisler | yes | |
| | Craig | yes | |
| | Spurlock | yes | 5-0-0-0 |

B. Approve Change Order #1 for the North Dunsmuir Water Main Replacement Project totaling $83,277.51 and authorize City Manager to sign Change Order #1.

CFO Stock recommended funding this request, the City has the funds and there will be no impact, the project is about ¾ complete

Craig asked if there are not any overruns would the money go to another project

CFO stated that this is grant money

Public Comment:

Richard Dinges asked if this was an unforeseen expenditure and if monies are available from the grant

CFO stated that there were unforeseen expenses due to underground issues and there is money left in the grant for it

Council Comment:

Motion by Shanta to approve Change order #1 for the North Dunsmuir Water Main Replacement Project totaling $83,277.51 and authorize the City Manager to sign it, seconded by Craig.

| | | | |
|---|---|---|---|
| Roll call vote: | Deutsch | yes | |
| | Shanta | yes | |
| | Keisler | yes | |
| | Craig | yes | |
| | Spurlock | yes | 5-0-0-0 |

C. Discuss, adjust and approve the City of Dunsmuir Fiscal Year 2016-2017 Budget

CFO Stock reviewed the budget and noted that the sales tax was up about 10%, TOT was up about 17% and Vehicle License Fees were up. The hurdles are the assessment from SCORE is $59,112 this year and the "triple flip" has gone away.

Public Comment:

Richard Dinges thanked the City for the $10,000 for the Chamber of Commerce, Big Fish Program still has $2500 for the balance of the year, the Chamber of Commerce

advertising boosted sales tax and TOT, the Mossbrae festival and Brewfest brought people to town
Linda Gnesa said she was working on the Bent Rail Park project
City Council Comment:
Craig thanked the CFO and City Manager for their work on the budget, had a significant deficit and made cuts, SCORE is hurting us for two more years
Deutsch suggested looking at a loan to repay SCORE
CFO Stock said the City has a debt due to liability claims and made payment arrangements
Motion by Craig to approve the Fiscal Year 2016-2017 City of Dunsmuir budget as amended for $1,356,165 in revenue and $1,363,905 with $7,740 of reserves to be utilized to balance the budget, seconded by Keisler.

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|---|---|---|---|
| Roll call vote: | Craig | yes | |
| | Shanta | yes | |
| | Keisler | yes | |
| | Deutsch | yes | |
| | Spurlock | yes | 5-0-0-0 |

D. Cancel or move the October 6, 2016 City Council meeting due to four City Council members going to the League of California Cities Conference in Long Beach, CA
Craig stated that he would not be attending the meeting and will attend the New Mayor Academy in January.
Shanta recommended cancelling the meeting due to lack of a quorum.
Public Comment:
Linda Gnesa suggested re-thinking the budget, some Council members may not be here, keep the money in the budget
City Council:
Motion by Keisler to approve cancelling the October 6, 2016 City Council meeting due to lack of a quorum, seconded by Craig. Voice vote: 5-0-0-0

E. Discuss implementation of new speed limits
Sheriff Lopey reviewed the process for a speed limit change including a speed study, accident history, extraordinary hazards, bicycle/pedestrian traffic and weather
Mayor Spurlock asked about a 30 day period for public education and possibly issuing warnings for 30 days
Sheriff Lopey agreed a 30 day implementation to educate the public and give verbal warnings would be a good idea, a radar trailer could be used to educate the public as well as putting the information on the City website
Shanta asked why we need to educate the public when the speed is going up not down
Public Comment:
Ryan Johnston stated that he lives in North Dunsmuir and is concerned about the dangers of increasing the speed limit to the residents who live and walk in that area
City Council Comment:
Craig stated that the Council has already adopted the new speed limits, needed to adopt the recommendations of the speed study or the Sheriff's Dept could not use radar for enforcement

Motion by Craig to direct Sheriff to implement the new speed limits and direct staff to bring information about the blind corner and the crosswalk to the attention of PACE to possibly amend the speed limit to 25 to 30, seconded by Keisler. Voice vote: 5-0-0-0
Sheriff Lopey suggested monitoring the area, the number of citations issued and any accidents for six months to be proactive in researching the impact of the new speed limits.

**13. ADJOURNMENT:**
Motion to adjourn at 9:05 pm by Keisler, seconded by Deutsch. Voice vote: 5-0-0-0

_____
Mayor Spurlock

**ATTEST:**

_____
Julie Iskra, Deputy City Clerk

**DUNSMUIR CITY COUNCIL**
**SPECIAL MEETING**
**SEPTEMBER 27, 2016**
**SPECIAL SESSION: 5:00 PM**
**MINUTES**

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

1. **CALL TO ORDER**
   Meeting was called to order at 5:00 pm by Mayor Spurlock
2. **ROLL CALL**
   Council members present: Keisler, Craig, Deutsch, Shanta, Spurlock
   Staff present: CFO Stock, Deputy City Clerk Iskra
3. **FLAG SALUTE**
4. **APPROVAL OF AGENDA**
   Motion to approve the agenda of September 27, 2016 by Keisler, seconded by Deutsch.
   Voice vote: 5-0-0-0
5. **APPROVAL OF MINUTES: None**
6. **COMMITTEE REPORTS: None**
   a. **Economic Development/Tourism**
   b. **Finance**
   c. **Public Facilities and Services**
   d. **Public Safety**
   e. **Airport**
   f. **Solid Waste**
   g. **Mossbrae**
   h. **Audio Visual**

7. **ANNOUNCEMENTS AND PUBLIC COMMENT: None**
   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.
   As this is a Special Meeting, this time is set aside for citizens to address the City Council on matters listed in the Special Meeting agenda. Only those items addressed in the notice of Special Meeting may be discussed in public comment. In the alternative, the City Council may request speakers to provide their public comments regarding a given item at the time of consideration of that item. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time to another speaker.** Comments should be limited to matters on the Special Meeting agenda. 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. If you have documents to present to members of the City Council, please provide a minimum of seven (7) copies.

## 8. ANNOUNCEMENTS AND REPORTS FROM COUNCIL AND STAFF:

Members of the Council or staff may ask questions, request reports for a later meeting, or ask that an item be placed on a future agenda on any subject within the Council's jurisdiction.
Deutsch announced that the Town Hall meeting will be October 3, 2016 at 6:30 pm to discuss the initiatives.
Craig announced a Mossbrae Trail meeting on September 28, 2016 at noon
Keisler announced that the River Cleanup picked up 530 pounds of trash

## 9. CONSENT AGENDA: None

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.

## 10. PUBLIC HEARING: None

**Public Hearing Protocol:**

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

## 11. OLD BUSINESS: None

## 12. NEW BUSINESS:

A. Discuss Feasibility Study for Butterfly Bridge and authorize staff to submit a Federal Highway Bridge Program Application in the amount of $2,500,000.

Jim Elkins from PACE discussed the Federal Highway Bridge Program Application. The Butterfly Bridge needs to be replaced and the Highway Administration will fund it fully. The program monies need to be scheduled now even though the project is out at least five years. The cost of the project may increase over time, but the increased costs will be covered. It is not an imminent problem but could be depending upon the severity of future storms. The bridge will be closed so Butterfly Avenue will be accessed from the south on Gillis. Union Pacific will not be impacted. The design work has not been done, but the bridge cannot be higher or lower than it is currently. The foundation and abutments need to be replaced. It is expected to take about six months to complete the project.

Public Comment:

Linda Gnesa stated that there are about 15 homes on Butterfly Avenue

City Council Comment:

Motion by Keisler to authorize staff to submit a Federal Highway Bridge Program Survey requesting approximately $2,500,000 in funds to replace the Butterfly Avenue Bridge, seconded by Craig.

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|---|---|---|---|
| Roll call vote: | Deutsch | yes | |
| | Shanta | yes | |
| | Keisler | yes | |
| | Craig | yes | |
| | Spurlock | yes | 5-0-0-0 |

B. Discuss and approve the hiring of an Interim City Manager

Craig explained that the negotiation with Randy Johnsen as an Interim City Manager was for 2-3 days per week keeping the same contract as previously approved including $2100 per week without benefits, housing at Dunsmuir Inn and Suites or RV hookups. For weeks when he is in City Hall less than 2-3 days per week, he will take work home. He will not take on the task of new City Manager Recruitment, but he will assist.

Public Comment:

Barbara Marden asked who is on the committee

Linda Gnesa said she did not like Randy Johnsen coming back and hopefully it will be for a very short time

Ann Powers stated that if Randy had done a better job selecting Paul, then he would not be coming back

Council Comment:

Deutsch stated the committee is Shanta, Deutsch, Richard Dinges, Mario Rubino and Dennis DellaBona. Yes, there was a mistake last time with limited applications. It was a challenge to find a City Manager.

Craig said that this time there will be a process to find the best applicant. There will be a public workshop to receive input from the public and a few applicants will meet with citizens. Our City is competing with other small cities with a limited budget. Randy did a great job but it was not a good recruitment process. Randy will start on Monday.

Motion by Craig to approve the Mayor to execute and sign the contract to hire Randy L. Johnsen as Interim City Manager for $2100 per week, seconded by Keisler.

| | | | |
|---|---|---|---|
| Roll call vote: | Shanta | yes | |
| | Craig | yes | |
| | Deutsch | yes | |
| | Keisler | yes | |
| | Spurlock | yes | 5-0-0-0 |

**13. ADJOURNMENT:**

Motion to adjourn at 5:45 pm by Keisler, seconded by Craig. Voice vote: 5-0-0-0

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Mayor Spurlock

**ATTEST:**

_____

Julie Iskra, Deputy City Clerk

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** | | | | | | | |
| 48828 | 10/07/2016 | Printed | | 1910 | AT&T | SEPT `16 PHONE SVC | 855.02 |
| 48829 | 10/07/2016 | Printed | | 9447 | AUS SACRAMENTO MC LOCKBOX | C.H.MATS, WKLY LNDRY 10-5-16 | 98.25 |
| 48830 | 10/07/2016 | Printed | | 2635 | BASIC LABORATORY, INC. | DRINKING WATER MONITORING | 593.40 |
| 48831 | 10/07/2016 | Printed | | 10017 | CAL-ORE COMMUNICATIONS | OCT `16 INTERNET CHRGS | 19.95 |
| 48832 | 10/07/2016 | Printed | | 5325 | REBECCA CATLETT | CLN SVC 9-23,25,29,30-16&10-2- | 165.00 |
| 48833 | 10/07/2016 | Printed | | 10400 | JONATHAN CHAVEZ | REFND DEP J. CHAVEZ #7039 | 171.20 |
| 48834 | 10/07/2016 | Printed | | 9820 | CITY OF DUNSMUIR | APLY DEP J. CHAVEZ #7039 | 103.20 |
| 48835 | 10/07/2016 | Printed | | 6325 | CLEMENS WASTE REMOVAL | 10-1-16 CITY WIDE CLN UP | 12,258.29 |
| 48836 | 10/07/2016 | Printed | | 9603 | ANTHONY CONGI | 3RD QTR PHONE CHARGES | 90.00 |
| 48837 | 10/07/2016 | Printed | | 12752 | DENNIS DELLA BONA | 3RD QTR PHONE CHRGS | 90.00 |
| 48838 | 10/07/2016 | Printed | | 9850 | DUNSMUIR TRUE VALUE | SEPT `16 SUPPLIES/MATRL'S | 549.63 |
| 48839 | 10/07/2016 | Printed | | 9303 | FASTENAL COMPANY | 1-TAPE ROLL, BLU RFLC TPE | 113.04 |
| 48840 | 10/07/2016 | Printed | | 10401 | SYDNEY FRANKLIN | REFND DEP S. FRANKLIN #20039 | 169.10 |
| 48841 | 10/07/2016 | Printed | | 22145 | INTERSTATE SALES | FIBERGLASS CARSONITE, TAPE | 316.43 |
| 48842 | 10/07/2016 | Printed | | 39466 | JO PETERSON DESIGN WORKS, INC. | HICKS DWRK ROOF ADDITION | 1,562.20 |
| 48843 | 10/07/2016 | Printed | | 26425 | KEN ELGIN | MT&BAL 4 TIRES | 56.00 |
| 48844 | 10/07/2016 | Printed | | 31625 | MEYER & SONS HEATING | MISC PARTS | 183.95 |
| 48845 | 10/07/2016 | Printed | | 10402 | PROULX & POWELL | REFND DEP PROULX&POWELL#17 | 136.50 |
| 48846 | 10/07/2016 | Printed | | 45110 | MARIO J. RUBINO | OCT `16 TREASURER MO. STIPEN | 50.00 |
| 48847 | 10/07/2016 | Printed | | 47676 | SMITH BUILDING SERVICES, LLC | SEPT`16 BLDG INSP, PLN CK | 1,486.79 |
| 48848 | 10/07/2016 | Printed | | 9413 | STATEWIDE TRAFFIC SAFETY | SYP WOOD BLOCK 30 | 215.01 |
| 48849 | 10/07/2016 | Printed | | 50850 | VERIZON WIRELESS | SEPT `16 CELL SVC | 256.44 |
| 48850 | 10/14/2016 | Printed | | 1910 | AT&T | Final Billing-530-235-4128-333 | 107.63 |
| 48851 | 10/14/2016 | Printed | | 9447 | AUS SACRAMENTO MC LOCKBOX | CH Mats/Weekly Laundry | 98.25 |
| 48852 | 10/14/2016 | Printed | | 10185 | ARLENE DINGES | Prof. Service | 550.00 |
| 48853 | 10/14/2016 | Printed | | 5219 | FERGUSON ENTERPRISES INC,1423 | Water Dept. Supplies | 3,341.32 |
| 48854 | 10/14/2016 | Printed | | 17013 | GOLD NUGGET PRINTING CO. | Letterhead Paper | 304.33 |
| 48855 | 10/14/2016 | Printed | | 17041 | GOODYEAR COMMERCIAL TIRE | #411 Tires | 2,489.44 |
| 48856 | 10/14/2016 | Printed | | 22145 | INTERSTATE SALES | Street Signs | 887.77 |
| 48857 | 10/14/2016 | Printed | | 31212 | MANFREDI'S DEPOT | Fuel | 329.22 |
| 48858 | 10/14/2016 | Printed | | 44605 | SISKIYOU CO. TAX COLLECTOR | Prop. Tax 8830000003/555060005 | 711.40 |
| 48859 | 10/14/2016 | Printed | | 47669 | SISKIYOU OPPORTUNITY CENTER | Blue Bag Program | 483.71 |
| 48860 | 10/14/2016 | Printed | | 57680 | SONSRAY MACHINERY LLC | Supplies | 135.14 |
| 48861 | 10/14/2016 | Printed | | 10403 | TBS ELECTRONICS, INC. | Pager parts | 56.00 |
| 48862 | 10/14/2016 | Printed | | 50807 | TRANSACT TECHNOLOGIES, INC | Ribbon-Epson Erc | 16.77 |
| 48863 | 10/14/2016 | Printed | | 53810 | US BANK EQUIPMENT FINANCE | Monthly office equipment lease | 771.93 |
| 48864 | 10/14/2016 | Printed | | 9318 | US POSTMASTER | U/B Postage | 1,500.00 |
| 48865 | 10/14/2016 | Printed | | 9999999388 | VALLEY INDUSTRIAL COMM.,INC. | Radio Repair | 267.79 |
| 48866 | 10/14/2016 | Printed | | 00010 | WHITEHAWK CONSTRUCTION | North Dunsmuir Payrequest #3 | 104,041.63 |
| 48867 | 10/14/2016 | Printed | | 1215 | ALSCO | Weekly Uniform Cleaning | 36.00 |
| 48868 | 10/14/2016 | Printed | | 12122 | EMERGENCY MEDICAL PRODUCTS,INC | Med. Supplies | 475.61 |
| 48869 | 10/14/2016 | Printed | | 9272 | MT. LASSEN TROUT FARMS, INC. | bi weekly fish delivery | 850.08 |
| 48870 | 10/14/2016 | Printed | | 37106 | OFFICEMAX CONTRACT INC. | 4 drawer file cabinet | 1,480.71 |
| 48871 | 10/14/2016 | Printed | | 47520 | SHASTA AUTO SUPPLY | oil filt, hyd filt | 88.28 |
| 48872 | 10/14/2016 | Printed | | 24163 | SISKIYOU CO. CLERK | NOE-Water Main Rpl/Dwtwn Tank | 50.00 |
| 48875 | 10/21/2016 | Printed | | 1223 | ADAMS ASHBY GROUP, INC. | COMMCTR REHAB PROJ13-CDBG-8968 | 300.00 |
| 48876 | 10/21/2016 | Printed | | 514 | ADVANCE INFOSYSTEMS FORMS | PRE-PROC DATA,MISC MATRL'S | 410.40 |
| 48877 | 10/21/2016 | Printed | | 9447 | AUS SACRAMENTO MC LOCKBOX | CH MATS, WKLY LNDRY 10-19-16 | 98.25 |
| 48878 | 10/21/2016 | Printed | | 2635 | BASIC LABORATORY, INC. | QUARTERLY GRND WATER | 902.80 |
| 48879 | 10/21/2016 | Printed | | 2800 | BAXTER AUTO PARTS, INC. | 5LB COLOR TERRY | 65.23 |
| 48880 | 10/21/2016 | Printed | | 10353 | GARY BENSON | CHILDREN'S PARK RNT OCT`16 | 725.00 |

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** | | | | | | | |
| 48881 | 10/21/2016 | Printed | | 3572 | BLUE CROSS OF CALIF | 11-1-16/12-1-16 LIFE INS PREM | 217.05 |
| 48882 | 10/21/2016 | Printed | | 10404 | CHRIS BOSEOVSKI | REFND DEP C. BOSEOVSKI #100160 | 151.20 |
| 48883 | 10/21/2016 | Printed | | 9999999501 | BUSINESS MICRO RESOURCE CORP. | ANNUAL UPDATE & SUPPORT FEE | 400.00 |
| 48884 | 10/21/2016 | Printed | | 5325 | REBECCA CATLETT | CLN SVC 10,5,6,10,14,16-16 | 181.50 |
| 48885 | 10/21/2016 | Printed | | 12705 | CENTURY COMTEL, INC. | HOSTED PBX&HYBRID CLD | 696.61 |
| 48886 | 10/21/2016 | Printed | | 9820 | CITY OF DUNSMUIR | APLY DEP C. BOSCOVSKI #100160 | 28.80 |
| 48887 | 10/21/2016 | Printed | | 6630 | ANTHONY CONGI | JULY, AUG,SEPT `16 CALL OUTS | 354.00 |
| 48888 | 10/21/2016 | Printed | | 7899 | JOHN A. DELGADO | JULY,AUG,SEPT`16 CALL OUTS | 68.00 |
| 48889 | 10/21/2016 | Printed | | 12752 | DENNIS DELLA BONA | WWTP III TEST MI.AND PERDEIM | 423.30 |
| 48890 | 10/21/2016 | Printed | | 48731 | DEPARTMENT OF TRANSPORTATION | JULY TO SEPT `16 LIGHTING | 224.62 |
| 48891 | 10/21/2016 | Printed | | 10149 | DIVISION OFTHE STATE ARCHITECT | JULY,AUG,SEPT`16 DISABILITY&ED | 52.50 |
| 48892 | 10/21/2016 | Printed | | 9885 | DUNSMUIR TIRE | MNT 2-TIRES & DISPOSAL | 80.00 |
| 48893 | 10/21/2016 | Printed | | 9830 | DUNSMUIR VOL. FIREMAN'S ASSOC | JULY,AUG,SEPT`16 DUES | 588.00 |
| 48894 | 10/21/2016 | Printed | | 11255 | ELECSYS INTERNATIONAL CORP | NOV `16 MO MAINT CHRGS | 223.50 |
| 48895 | 10/21/2016 | Printed | | 9273 | RONALD L. GRIFFITH | JULY,AUG,SEPT`16 CALL OUTS | 55.00 |
| 48896 | 10/21/2016 | Printed | | 18600 | JOSEPH HATTEN | JULY,AUG,SEPT`16 CALL OUTS | 42.00 |
| 48897 | 10/21/2016 | Printed | | 18610 | A.C. HEILMAN | JULY,AUG,SEPT `16 ALL OUTS | 152.50 |
| 48898 | 10/21/2016 | Printed | | 9246 | JERRY L HILL | JULY,AUG,SEPT`16 CALL OUTS | 53.00 |
| 48899 | 10/21/2016 | Printed | | 19590 | ED HINES | JULY,AUG,SEPT`16 CALL OUTS | 20.50 |
| 48900 | 10/21/2016 | Printed | | 19592 | MARLENE HINES | JULY,AUG,SEPT`16 CALL OUTS | 22.50 |
| 48901 | 10/21/2016 | Printed | | 19597 | MARTIN HINES | JULY,AUG,SEPT`16 CALL OUTS | 126.50 |
| 48902 | 10/21/2016 | Printed | | 19595 | PATRICK J. HINES | JULY,AUG,SEPT`16 CALL OUTS | 16.00 |
| 48903 | 10/21/2016 | Printed | | 19500 | TOM HONEY | JULY,AUG,SEPT `16 CALL OUTS | 133.00 |
| 48904 | 10/21/2016 | Printed | | 10405 | MORGAN IRELL | REFND CK FOR FENCE PERMIT | 25.00 |
| 48905 | 10/21/2016 | Printed | | 22620 | JULIE ISKRA | HALLOWEEN TREATS REINBURSE | 24.68 |
| 48906 | 10/21/2016 | Printed | | 10097 | JAMES C. COOK, DBA | 13-CDBG-8968 SEPT2016 | 8,385.00 |
| 48907 | 10/21/2016 | Printed | | 28650 | RON LA RUE | JULY,AUG,SEPT`16 CALL OUTS | 48.50 |
| 48908 | 10/21/2016 | Printed | | 31605 | EUGENE MEYER | JULY,AUG,SEPT,`16 CALL OUTS | 289.00 |
| 48909 | 10/21/2016 | Printed | | 31610 | LOU MEYER | JULY,AUG,SEPT`16 CALL OUTS | 204.50 |
| 48910 | 10/21/2016 | Printed | | 33120 | MOUNTAIN COUNTIES SUPPLY CO. | SEPT `16 VEH FUEL | 1,056.44 |
| 48911 | 10/21/2016 | Printed | | 9274 | WILLIAM R. O'CONNOR | JULY,AUG,SEPT`16 CALL OUTS | 13.00 |
| 48912 | 10/21/2016 | Printed | | 39825 | PITNEY BOWES, INC | LEASE 7-30-16/9-29-16 | 155.10 |
| 48913 | 10/21/2016 | Printed | | 10367 | CAROLYN RIVARD | RE-ISSUE CK 048524 (LOST) | 150.00 |
| 48914 | 10/21/2016 | Printed | | 47520 | SHASTA AUTO SUPPLY | CREDIT FOR OIL FLTR | 409.72 |
| 48915 | 10/21/2016 | Printed | | 58030 | SHASTA CO. TREASURER -TAX | 014-060-003-000 (16.39 ACRES) | 148.86 |
| 48916 | 10/21/2016 | Printed | | 12022 | SIRENNET.COM | AMBR LTBAR,FRT | 2,729.59 |
| 48918 | 10/21/2016 | Printed | | 44605 | SISKIYOU CO. TAX COLLECTOR | 059-060-150-000 (2.83 ACRES) | 972.22 |
| 48919 | 10/21/2016 | Printed | | 10077 | JOSHUA M. SPURLOCK | JULY,AUG,SEPT `16 CALL OUTS | 94.00 |
| 48920 | 10/21/2016 | Printed | | 9497 | MATTHEW A. STANFORD | JULY,AUG,SEPT`16 C ALL OUTS | 8.50 |
| 48921 | 10/21/2016 | Printed | | 21016 | BRIAN A. TAYLOR . | JULY,AUG,SEPT`16 CALL OUTS | 100.50 |
| 48922 | 10/21/2016 | Printed | | 5050 | THOMPSON, DAVE | JULY,AUG,SEPT`16 CALL OUTS | 354.00 |
| 48923 | 10/21/2016 | Printed | | 10406 | RALPH A. UMBRIACO | REFND DEP R UMBRIACO #919017 | 200.00 |
| 48924 | 10/21/2016 | Printed | | 53799 | UPS | UPS INTERNET SHIPPING | 8.08 |
| 48925 | 11/01/2016 | Printed | | 1225 | ACME COMPUTER | NOV `16 MO BILLING | 833.00 |
| 48926 | 11/01/2016 | Printed | | 1215 | ALSCO | PW&WWTP CVR ALL RNTLS | 36.00 |
| 48927 | 11/01/2016 | Printed | | 1910 | AT&T | SEPT `16 PHONE SVCS | 856.60 |
| 48928 | 11/01/2016 | Printed | | 9447 | AUS SACRAMENTO MC LOCKBOX | C.H.MATS&WKLY LNDRY 10-26-16 | 98.25 |
| 48929 | 11/01/2016 | Printed | | 2635 | BASIC LABORATORY, INC. | FRENCH DRAIN LEACH LINE | 139.00 |
| 48930 | 11/01/2016 | Printed | | 9437 | BLUE STAR GAS | ANNUAL TANK RENT (PUMP HSE) | 1.08 |
| 48931 | 11/01/2016 | Printed | | 4050 | BORGES & MAHONEY | 1-MOTOR 2 RPM | 258.23 |
| 48932 | 11/01/2016 | Printed | | 6675 | JAMES B. CARLSON | JULY,AUG,SETP `16 CALL OUTS | 65.00 |
| 48933 | 11/01/2016 | Printed | | 9820 | CITY OF DUNSMUIR | OCT `15 UTIL SVCS | 532.50 |
| 48934 | 11/01/2016 | Printed | | 6325 | CLEMENS WASTE REMOVAL | DUMPSTER RENTAL | 11,751.99 |
| 48935 | 11/01/2016 | Printed | | 10334 | DOT FHWA | 8-7/9-3-16 CONSLUTING SVCS | 10,095.30 |

| Check Number | Check Date | Status | Void/Stop Date | Vendor Number | Vendor Name | Check Description | Amount |
|---|---|---|---|---|---|---|---|
| **U.S. BANK Checks** | | | | | | | |
| 48936 | 11/01/2016 | Printed | | 5910 | DUNSMUIR CHAMBER OF COMMERCE | ANNUAL SUPPORT `16 | 10,000.00 |
| 48937 | 11/01/2016 | Printed | | 9288 | DUNSMUIR HIGH SCHOOL | PROPERTY PURCHASE (WA TANK) | 14,075.00 |
| 48938 | 11/01/2016 | Printed | | 9885 | DUNSMUIR TIRE | WIPER BLADE #22 (TRK 404) | 644.70 |
| 48939 | 11/01/2016 | Printed | | 5219 | FERGUSON ENTERPRISES INC,1423 | SHOP | 490.32 |
| 48940 | 11/01/2016 | Printed | | 9999999515 | FORD AVIATION CONSULTANTS, INC | FAA A/PGRNT PREP&ADMIN SVC9-16 | 800.00 |
| 48941 | 11/01/2016 | Printed | | 10407 | GOVINVEST INC. | GASB 68 INDIVIDUALIZED RPTS | 1,400.00 |
| 48942 | 11/01/2016 | Printed | | 24875 | LILLY JONES | OCT `16 CEMETERY MAINT | 583.33 |
| 48943 | 11/01/2016 | Printed | | 25317 | KENNY, SNOWDEN & NORINE | SEPT `16 LEGAL SVCS | 3,093.70 |
| 48944 | 11/01/2016 | Printed | | 10412 | MT SHASTA ELKS, LODGE 2333 | MEM PRK FUND (CEMETERY FLAG PO | 650.00 |
| 48945 | 11/01/2016 | Printed | | 9176 | MUNICIPAL CODE CORPORATION | ANNUAL WEB HOSTING 10-16/9-`17 | 800.00 |
| 48946 | 11/01/2016 | Printed | | 39005 | PACE ENGINEERING, INC. | BUTTERFLY BRIDGE SCOUR | 18,144.75 |
| 48947 | 11/01/2016 | Printed | | 39015 | PACIFIC POWER & LIGHT | SEPT 14 TO OCT 13, 2016 ELEC S | 8,075.15 |
| 48948 | 11/01/2016 | Printed | | 29853 | PITNEY BOWES INC | RED INK CART | 198.26 |
| 48949 | 11/01/2016 | Printed | | 9999992154 | ROME CREEK TIMBER LLC | MT BRADLEY LEASE 2016/2017 | 600.00 |
| 48950 | 11/01/2016 | Printed | | 10413 | SCOTT'S PPE RECON, INC | INSTL FLSHLGT HOOK&STRP | 162.66 |
| 48951 | 11/01/2016 | Printed | | 47520 | SHASTA AUTO SUPPLY | HITCH PINS | 64.01 |
| 48952 | 11/01/2016 | Printed | | 9999999473 | SISKIYOU CO. SHERIFF DEPT | 1ST QTR JULY-SEPT 2016 | 99,959.00 |
| 48953 | 11/01/2016 | Printed | | 9918 | SISKIYOU MEDIA COUNCIL | 2-PUB BRDCST CC MTG 9-12-15-16 | 500.00 |
| 48954 | 11/01/2016 | Printed | | 57228 | SOLANO'S HOME IMPROVEMNT CTR | 5GL PRM DRVWAY COATING | 38.77 |
| 48955 | 11/01/2016 | Printed | | 53813 | U.S. BANK CORP PAYMENT SYSTEMS | ROGUE VALLEY INTL | 2,007.86 |
| 48956 | 11/01/2016 | Printed | | 53806 | USA BLUE BOOK, INC | ABS SCAVENGER PUMP | 1,129.71 |
| 48957 | 11/01/2016 | Printed | | 10369 | CALEB WEBB | MI & PERDEIM FOR WWTP I EXAM | 411.96 |
| 48958 | 11/01/2016 | Printed | | 9999992243 | BRIAN WILSON | REIMB FOR LINE ITEMS NOT CHNGD | 4.06 |

**Total Checks: 128** **Checks Total (excluding void checks): 349,301.05**

**Total Payments: 128** **Bank Total (excluding void checks): 349,301.05**

**Total Payments: 128** **Grand Total (excluding void checks): 349,301.05**

Nov 5 2016 Agenda Item 10.B.

## City Manager

**From:** Pam Stock
**Sent:** Wednesday, October 26, 2016 4:26 PM
**To:** City Manager
**Subject:** Finance Institute

Randy, I would like to attend the Municipal Finance Institute in Monterey Nov. 30-Dec.1, 2016, The associated costs are as follows:

| | |
|---|---|
| Conference Reg. | $375.00 |
| Hotel | $350.00 |
| Travel (mileage) | $394.00 |
| | $1,097.00 |

Most meals are provided. This has been approved in the 16/17 budget.

Thank you,

*Pamela Stock*
*Finance Director*
*City of Dunsmuir*
*CFO@ci.dunsmuir.ca.us*
*530-235-4822 ext. 109*

# EXHIBIT 6-D HBRRP SCOPE/COST/SCHEDULE CHANGE REQUEST

See Section 6.7.1, Chapter 6 of the LAPG for information about this form. INSTRUCTIONS

| | | | |
|---|---|---|---|
| State Bridge No. | NA | Local Bridge No. | 02C0076 |
| Project Number | 5183 (006) | (Caltrans to provide project number for new projects) | |
| Responsible Agency | City of Dunsmuir | | |
| Project Location | Butterfly Avenue Bridge over the Sacramento River in Dunsmuir CA | | |
| Project Limits | The Butterfly Avenue Bridge and the approaches within 200 feet each side of the bridge. | | |
| Type of Work | Remove existing bridge. Construct new bridge. | | |
| Work Description | Environmental studies; CEQA and NEPA determinations; Right-of-Way; Permits; Plans and Specifications; and construct a new bridge. | | |

1. Describe reason for Scope/Cost/Schedule Change (or attach separate pages):

A "Bridge Evaluation Feasibility Study" was completed by Jacobs Engineering Group, Inc., under contract with the Federal Highway Administration, Central Federal Lands Highway Division. The study evaluated eight alternatives. The recommended alternative was to construct a new bridge for the following reasons:

- The original Butterfly Avenue Bridge was constructed in 1915. The original abutments were modified and the bridge was widened and converted to a single 80 +/- foot span in 1956.
- The existing bridge is "Fracture Critical."
- The existing bridge is "Scour Critical."
- The existing bridge is inundated during the 100-year storm event. The hydraulic capacity can be improved, but not enough to pass the 100-year storm event.
- The existing 60-year-old bridge is showing signs of distress and has many issues that require maintenance/repairs to the deck and roadway; the super-structure; and the substructure.
- The cost to repair the existing bridge is as high as 60% of the replacement cost.

2. If this is a request for scope change (not cost or schedule) please prepare a new or revised Exhibit 6-A "HBRRP Application/Scope Definition Form." Will a revised Exhibit 6-A be submitted?

☐ Yes ☐ No ☒ Not Applicable

3. If the answer to the above question is "Yes," please skip to the signoff on this form and submit this form with the Exhibit 6-A package.

4. Identify and justify "betterments" that are HBRP participating but are not related to the major deficiencies of this bridge. Attach additional pages as needed.

No "betterments" are proposed at this time.

5. Refer to Exhibit 6-B. Identify and justify specific items requiring Caltrans funding approval. Attach additional pages as needed.

There are no special costs associated with this project. All work is well within the program.

6. Other comments (identify non-HBRRP participating work):

None

**Estimated Construction Costs:**

**Exclude Contingencies, Supplementary Work, and Construction Engineering**

| | HBRRP Participating | NOT HBRRP Participating |
|---|---|---|
| Construct | 1,100,000 | 0.00 |
| Bridge Removal | 100,000 | 0.00 |
| Slope Protection | 135,000 | 0.00 |
| Channel Work | 140,000 | 0.00 |
| Detour – Stage Construction | 160,000 | 0.00 |
| Approach Roadway | 90,000 | 0.00 |
| Utility Relocation | 145,000 | 0.00 |
| Mobilization | 200,000 | 0.00 |
| **Total** | **2,070,000** | **0.00** |
| | | **Total Cost 2,070,000** |

*Items that are not HBBRP participating could be participating through other federal programs. See the LAPG for other eligibility requirements of other programs. Locla agencies that are unsure which project costs are HBRRP participating should contact the DLAE/SLA for resolution.

Not that the total of the HBRRP participating costs should carry over into the construction line (direct costs) on the next page.

## Summary of HBRRP Participating Costs

Please indicate the HBRRP total participating (eligible for reimbursement) costs for this project. Based on the amounts below and the federal reimbursement rate., Caltrans will program (reserve) the HBRRP funds needed for this project. Other federal funds (RSTP, TEA, etc.) needed for this project should be shown in the Field Review form Exhibit 7-B from Chapter 7 of the LAPM.

Target dates represent a commitment by the local agency when the project will need HBRRP funding. Failure to meet target dates may cause funds to be reprogrammed to other projects by other local agencies. The reprogramming of HBRRP funds is at the discretion of Caltrans.

PE = Preliminary Engineering (Total not to exceed the greater of $75 K or 25% of CON and consultant contract management and quality assurance not to exceed 15% of consultant costs).
R/W = Right of Way
CE = Construction Engineering (Not to exceed 15% of CON).
CON = Construction
Cont = Contingency (including supplement work) not to exceed 25% (preliminary estimate) nor 10% of CON for final design $5 K min.

Enter CE Rate: 14

Enter Contingency Rate: 4.9

| | Direct Costs | | Indirect Costs* | | HBRRP Participating $** | Target Dates |
|---|---|---|---|---|---|---|
| PE | 561,500 | + | 0.00 | = | 561,500 | 10/2017 |
| R/W | 40,000 | | | | 40,000 | 10/2018 |
| CON | 2,070,000 | | | | | |
| CE | 290,000 | | 0.00 | | | |
| Cont | 100,000 | | | | | |
| Subtotal | 3,061,500 | + | 0.00 | = | 3,061,500 | |
| | | | Total Participating Cost | | 3,061,500 | |
| Enter Fed. Match Rate: | 100 | | HBRRP Requested | | 3,061,500 | |

* See Chapter 5, "Accounting/Invoices," of the LAPM for approval of indirect costs.

** Participating costs exclude ineligible work items. Please review the HBRR Program Guidelines for reimbursable scopes of work and program cost limits. Other federal funds will be shown in the Field Review form, Exhibit 7-B, Chapter 7, "Field Review," of the LAPM.

Caltrans, please notify this agency to confirm this project has been programmed in the HBRRP Multi-Year Plan. I understand that reimubursable work shall not commence until a request for authorization (E76) has been processed by Caltrans and a notice to proceed has been received by this agency.

I certify that this project is in compliance with Chapter 6 (HBRRP) of the *Local Assistance Program Guidelines*.

Two (2) copies plus one original of this application (with attachments) will be included in the transmittal package to the DLAE.

Local Agency Project Manager — Date: 10-26-16

Attachments (only if Question 3 is answered "No"):
1) Exhibit 6-B, LAPG, HBRRP Special Cost Approval Checklist
2) ☐ Other: _____
3) Request for Authorization is included in this application package for expedited processing?
   ☐ Yes ☐ No

**Thank you for assembling the application package. Please send this package to your District Local Assistance Engineer to start the programming process.** Please e-mail your suggestions to improve this form to eric.bost@dot.ca.gov or shannon.mlcoch@dot.ca.gov.

**For Caltrans use only:**

I have reviewed this application for completeness and have forwarded copies to the Office of Program Management and SLA.

☐ I recommend approval. (Attach comments as needed.)
☐ I do not recommend approval for the following reasons: See attached memo/e-mail to the Office of Program Management.
☐ I request SLA review of this application for the following reasons: (Attach memo/e-mail justifying increased Caltrans oversight).

DLAE or authorized staff — Date

# City Council Agenda Item
# Old Business

**Item No:** 12.A.
**Date:** November 3, 2016
**Subject:** Consider and authorize repairs to Verdin street clock on Dunsmuir Ave in the amount of $6,725

Public Works Supervisor has obtained quote from Verdin to repair the street clock on Dunsmuir Ave. They are recommending significant replacement of parts and updating of some option al items. The repairs/replacements come with limited 3 years warranty. All repairs and supervision of repairs is to be done by Verdin.

**Recommendation:** Move to authorize repairs to Verdin street clock on Dunsmuir Ave in the amount of $6,725.

**THE VERDIN COMPANY**
444 READING ROAD - CINCINNATI, OHIO - 45202
PHONE: (513) 241-4010 FAX: (513) 241-1855 TOLL FREE: 1-800-543-0488
www.VERDIN.COM

SINCE 1842
BELLS • CARILLONS • CLOCKS

DATE: **October 18, 2016**

SOLD TO: **City of Dunsmuir**
CONTACT: **Bill Willman**
ADDRESS:
CITY:
STATE: ZIP:
TELEPHONE: FAX

INSTALL AT: **City of Dunsmuir**
CONTACT: **Bill Willman**
ADDRESS: **5915 Dunsmuir Avenue**
CITY: **Dunsmuir**
STATE: **CA** ZIP: **96025**
TELEPHONE: **(530)235-4437** FAX

| | | QTY. | NOTES |
|---|---|---|---|
| **MODEL** | | | **This Order Form/Pricing Sheet includes the following:** |
| TWO-FACE | | | **1. One two-way, pulse timepiece.** |
| FOUR-FACE | | | **2. Two sets of hands, which are required with the updated timepiece.** |
| COURTYARD | | | **3. One Master Clock Controller to automatically update the time in the spring and fall as well as after a power outage.** |
| **DIAL FACE** | | | **4. Freight of the equipment.** |
| **CLOCK COLOR** | | | **5. Verdin installation of equipment.** |
| **ACCENT PAINTING** | | | |
| **CUSTOM HEADER** | | | |
| **CUSTOM LIGHTING** | | | |
| **CUSTOM CLOCK** | | | |
| **VERDIN MASTER CLOCK CONTROLLER** | X | 1 | |
| **Optional GPS Interface** | | | |
| **TOWN CRIER CARILLON w/SPEAKERS.** | | | |
| **OTHER OPTIONS** | | | |
| | Two-way, pulse timepiece, 2 sets of hands | 1 | |
| **INSTALLATION** | Installation by Verdin | | |
| **FREIGHT** | INCLUDED | | |
| **APPROXIMATE DELIVERY DATE** | TBD | | |

**All delivery dates subject to final acceptance by The Verdin Co.**

| | | "X" Below To Accept Option | Option Cost |
|---|---|---|---|
| *Option #1* | Two lexan covers, installed | X | $400.00 |
| *Option #2* | LED backlighting, installed | X | $1,100.00 |
| *Option #3* | | | |

| | |
|---|---|
| SUBTOTAL (*excluding tax*)* | $5,225.00 |
| % Sales Tax (if applicable) | |
| **Deposit (50% w.Order)*** | $2,612.50 |
| BALANCE DUE UPON DELIVERY* | $2,612.50 |

***Specify Other Payment Terms Below***

***Add cost of accepted options to total purchase price and deposit.**
**PURCHASER RESPONSIBLE FOR PAYING ALL TAXES.**

Purchaser

Sales Representative

Authorized Signature

***By signing, Purchaser acknowledges that it has read and accepted the attached Additional Terms & Conditions which are incorporated into this Order.***

Authorized Signature

***Order not binding until signed by authorized Verdin representative.***



Title Date

Title Date

## ADDITIONAL TERMS AND CONDITIONS OF PURCHASE AGREEMENT

1. **PURCHASE PRICE AND PAYMENT TERMS**. The total purchase price paid by Purchaser under this Agreement shall be the amount shown on the Order Form plus the price of any Options accepted by Purchaser (the Purchase Price). Payment by Purchaser to Verdin for the Products specified on the Order Form (the Products) shall be made in U.S. dollars. Unless otherwise agreed to by the parties, payment terms are 50% down with Order, with the balance due upon delivery or installation in the event that Verdin is responsible for installation. In no event shall Verdin be required to begin performance of its responsibilities under this Agreement until it has received the deposit. PLEASE NOTE ALL PRICES ARE SUBJECT TO CHANGE IF NOT ACCEPTED

2. **CHANGE ORDERS**. Verdin, in its discretion, may accept any additions, deletions, or changes to this Agreement without invalidating this Agreement, provided that all such changes are authorized by a written amended purchase order signed by Purchaser and Verdin (the "Change Order"). Such Change Order shall specify any additional charges (or credits) to the Purchaser and the payment terms for such charges. The Change Order shall become effective only upon acceptance by an authorized Verdin representative.

3. **FREIGHT.** Unless otherwise specified on the Order Form, the Purchase Price is F.O.B Verdin's manufacturing facility in Cincinnati, Ohio, and does not include freight charges. Purchaser shall be responsible for all freight charges associated with (i) shipment of the Products to Purchaser, or (ii) shipment of any equipment from Purchaser to Verdin's manufacturing facilities. Such charges shall be added to Purchaser's final invoice.

4. **DELIVERY AND STORAGE OF PRODUCTS**. Verdin shall not be liable for delays in delivery, defaults, or breaches resulting directly or indirectly from flood, fire, strikes, labor disputes, or other items beyond the control of Verdin. If the Purchaser, for any reason other than Verdin's failure to supply the Products in accordance with the terms of this Agreement, requests that Verdin postpone delivery of the Products beyond the Delivery Date, Verdin will store the finished Products for the Purchaser at Verdin's facility free of charge for 30 days after the Delivery Date. After such time, Verdin may charge Purchaser a storage fee of $250.00 per month for storing the Products.

5. **VERDIN INSTALLATION**. If Purchaser elects to have Verdin install the Products, Verdin shall provide the labor and equipment necessary to complete installation; provided, however, that Purchaser shall provide at its own expense the following items and services: (i) off-loading and safe storage of the Products at the Job Site; (ii) sufficient access (exterior or interior) to the area in which the Products will be installed, including safe ladders or lift equipment; (iii) construction of any platforms, bracing, or other support required to safely secure the area in which the Products will be installed; (iv) design, engineering, and construction of a concrete foundation required for a tower, including provision of mounting bolts according to Verdin's specifications; (v) any cranes, lifts, or hoists required to move or install the Products; (vi) all necessary electrical wiring in accordance with specifications furnished by Verdin, including all final connections to terminal strips, striker leads, mounting of electrical panels, or splicing of wires; (vii) any permits, licenses, or stamps of engineering approval, and (viii) any necessary civil, structural, or electrical engineering services.

6. **VERDIN-SUPERVISED INSTALLATION**. If Purchaser elects to have Verdin supervise the installation of the Products, Verdin shall be responsible for providing the following items and services required to perform the installation: (i) general supervision and direction at the job site by one Verdin service technician; (ii) programming for all electronic control Products supplied by Verdin; and (iii) final check-off of all Products to confirm proper working order. Purchaser shall be responsible for providing at its own expense the following items and services required to perform the installation: (i) all items specified in Section 5(i)-(viii) above; (ii) all necessary labor, tools, and equipment to perform the installation; and (iii) all preparatory and clean-up work at the job site.

7. **ADDITIONAL INSTALLATION FEES**. If any of the Products cannot be installed on the Installation Date for any reason other than the failure of Verdin to supply the Products in accordance with the terms of this Agreement, Purchaser shall be responsible for paying any additional costs or expenses incurred by Verdin resulting from such delay, including without limitation, the fees or wages of Verdin's installation representatives, travel and lodging/meal costs, equipment rental costs, storage costs, or mobilization costs at the Job Site. If the delay in installation is such that Verdin's service technician(s) is required to return to the Job Site on a future date, Verdin shall charge the Purchaser an additional fee for installation services, and shall notify the Purchaser of such additional fee prior to performing the installation. Purchaser shall also be charged additional installation fees to the extent Verdin is required to provide any of the items or services specified above in Section 5(i)-(viii).

8. **LIMITED WARRANTY**. Verdin warrants each Product to be free from defects in materials and workmanship for three years following the installation, provided that it is maintained in accordance with instructions provided by Verdin. Purchaser's exclusive remedy for any nonconformities or defects in the Products within the warranty period will be limited to the repair or replacement, at Verdin's discretion, of any nonconforming or defective Products upon examination of such Products by Verdin. Verdin shall have a reasonable time to repair or replace any nonconforming or defective Products, including the time for the manufacture of replacement Products or replacement parts for such Products. This warranty is not applicable to any misuse, neglect, or natural disaster, such as lightning or fire. THIS WARRANTY IS IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY WITH RESPECT TO MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

9. **NO LIABILITY FOR DAMAGES**. VERDIN SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES WHATSOEVER, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR ECONOMIC LOSS OR LOSS OF PROFITS INCURRED BY PURCHASER IN CONNECTION WITH ANY BREACH OF THIS AGREEMENT BY VERDIN EVEN IF PURCHASER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10. **TAXES**. The Purchase Price does NOT include sales tax or any other tax. Purchaser shall be responsible for paying all sales, use, excise, or other taxes that may apply to the purchase of the Products or other services under this Agreement. Such taxes will be added to Purchaser's final invoice. If Purchaser has a tax exemption certificate, Purchaser will provide it to Verdin upon execution of this Agreement.

11. **LATE FEE**. Verdin reserves the right to charge Purchaser a late payment penalty fee equal to ten percent (10%) of the amount of all invoices that are not paid within thirty (30) days of their due date under this Agreement.

12. **ACCEPTANCE**. This Contract is subject to the approval and acceptance of an authorized representative of the home office of THE VERDIN COMPANY unless otherwise specified.

13. **GOVERNING LAW**. The parties agree that any dispute or default arising from this Agreement shall be governed by the laws of the State of Ohio, and each party agrees to submit to the jurisdiction and venue of the Circuit Court of Hamilton County, Ohio.

14. **ENTIRE AGREEMENT**. This Agreement constitutes the entire understanding between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral, between the parties.

15. **COUNTERPARTS.** This Agreement may be executed in several counterparts, and all counterparts shall constitute one and the same instrument.

# City Council Agenda Item
# New Business

**Item No:** 13.A.
**Date:** November 3, 2016
**Subject:** Consider and authorize City Manager to execute Notice of Completion on North Dunsmuir Water Main Replacement Project and deem project acceptable on recommendation of City Engineer

The attached report from PACE Engineer Keith Krantz documents that the work has been completed on the North Dunsmuir water main replacement project to be reimbursed in total by IRWM grant.

In order to complete the payment process with contractor, City must execute Notice of Completion and notify all of acceptance of work. This will start period for filing of any liens by subcontractors or others. The City will withhold final retention payment until it is verified that contractor has paid all his debts and there are no liens unpaid or not settled.

**Recommendation:** Move to authorize City Manager to execute Notice of Completion on North Dunsmuir Water Main Replacement Project and deem project acceptable on recommendation of City Engineer/Project Manager for this project.

PACE ENGINEERING

October 20, 2016

204.54

**SENT BY EMAIL ONLY**
citymanager@ci.dunsmuir.ca.us

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

Dear Randy,

Subject: RECOMMENDATION OF ACCEPTANCE
North Dunsmuir Water Main Replacement Project

The subject project consisted of installation of new water mains and individual water services on North Dunsmuir Avenue and Prospect Avenue in the City of Dunsmuir. All construction work was completed by September 29, 2016, and the system is being used by the City of Dunsmuir residents. We recommend acceptance of this project.

Contract Change Order No. 3 (Quantity Balancing CCO) and the Final Retention Pay Estimate showing the total Contract expenditure amount of $561,869.51 will be delivered in the near future along with project completion forms required by the funding agency. The final retention is in the amount of $28,093.48. Our records indicate that you have paid the Contractor a total of $533,776.03 to date (including Pay Estimate No. 3). Please verify that your past payments equal this amount before making the final retention payment.

A copy of the Notice of Completion has been previously delivered to the City. The Notice of Completion should be signed and filed in the Office of the County Records. Thirty-five (35) days after filing of the Notice of Completion, the amount of the final retention will be due and payable to the Contractor, provided that no liens or claims have been filed within that period.

NOTE: By copy of this letter to the Contractor, we are reminding them that they must submit to the Engineer and Owner a signed Release of Claims form (included in Specifications) before the Owner will make a final retention payment.

We will continue to work with the District to complete the documents necessary to complete the project transactions. We will be forwarding you reproducible record plans in the near future.

Sincerely,

Keith Krantz

Keith Krantz
Project Manager

KK

c: Diana Cox, Whitehawk Construction, whitehawk04@frontiernet.net
Julie Iskra, City of Dunsmuir, utilitybilling@ci.dunsmuir.ca.us

M:\Jobs\0204\0204.54 IRWM Dunsmuir Ave - North\Contract Administration\Acceptance Letter.docx

RECORDING REQUESTED BY
City of Dunsmuir

WHEN RECORDED RETURN TO
City of Dunsmuir
c/o Julie Iskra
5915 Dunsmuir Avenue
Dunsmuir, CA 96025

(Space above this line for Recorder's Use Only)

# NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

That the construction work hereinafter described was completed on the 12th day of September, 2016 and is accepted by the Owner on the 29th day of September, 2016.

The project is located in the City of Dunsmuir and Siskiyou County and consists of:

Section 13, Township 39 North, Range 4 West

City Right of Way on Dunsmuir Avenue, Alpine Street, and Prospect Avenue; as well as the following parcels:

| ASSESSOR'S PARCEL NO. | OWNER |
|---|---|
| 059-191-010 | WBS LLC |
| 059-183-050 | Trujillo, Roland & Suyun S |
| 059-183-070 | Riach, John & Leslie Trust |
| 059-183-060 | Meyer, Gene H & Patricia A |
| 059-183-030 | Christianson, Chris & Thyra |
| 059-183-020 | Brashear, Brandon Michael |
| 059-183-010 | Ortega, Elizabeth G |
| 059-182-060 | Hagge, Jim & Jacquay J |
| 059-182-050 | Marske, Albert A & Carolyn C |
| 059-182-040 | Sachs, Carrie TD |
| 059-182-030 | Willey, Denise |
| 059-182-020 | Osborne, Robert M & Elizabeth R |
| 059-182-010 | Stair, Edward Charles & Janet Delece Trust |
| 059-162-090 | Pultz, Shayne A & Suzanna |
| 059-171-040 | Freeman, Ashley Rose Mary Trust |

| | |
|---|---|
| 059-171-070 | Wherrit, Thamar |
| 059-171-060 | Robinson, Richard M & Sylvia |
| 059-171-050 | Robinson, Richard M & Sylvia |
| 059-091-310 | Townsend, William J & Linda R |
| 059-091-370 | Brethen, Janice M |
| 059-091-320 | Padilla, Edward E & Merry K |
| 059-091-330 | Krotiz, Bernard Herman Trust |
| 059-092-160 | Villalpando, Arturo Luna & Teresa |
| 059-092-150 | Kellar, Raymond G & Linda D |
| 059-092-200 | Polte, Jeremy |
| 059-092-180 | Comrack, Leslie J Trust |
| 059-172-060 | Pride, Sarah J |
| 059-172-070 | Pride, Sarah J |
| 059-172-020 | Lemere, Francis E Jr & Violet A |
| 059-172-030 | Kelby, Richard R & Mabel E |
| 059-172-040 | Mitchell, Gregg A |
| 059-172-050 | Cox, Clarence L & Lora Lei B |
| 059-174-010 | Hall, Kenneth & Ingrid |
| 059-174-040 | Seitz, Elinore May Trustee |
| 059-184-130 | Dinius, Michael J & Julie Trustee |
| 059-184-100 | Kelley, Michael John |
| 059-184-120 | George, James |
| 059-185-060 | Platt, Thomas Patrick & Kathleen Kay |
| 059-185-070 | Platt, Thomas Patrick & Kathleen Kay |
| 059-185-040 | Upstate Visions LLC |
| 059-185-020 | Meyer & Sons HTG PLMBG |
| 059-161-150 | Donnelly, Thomas J & Dorothy A Trust |
| 059-161-060 | Meyer, Earl H & Barbara I Trust |
| 059-161-050 | Gorsuch, Wayne R & Diana Trustee |
| 059-161-040 | Smith, Bette Crystal |
| 059-161-030 | Welch, Nicholas R & Rachael R |
| 059-161-020 | Padula, Timothy J & Pamela S |
| 059-161-010 | Avery, Anna Trust |
| 059-301-070 | Harrison, Geoffrey |
| 059-301-090 | Craig, Bryce M & Gepte Analyn Ignacio |
| 059-301-080 | Leahy, Jack Burton Sr & Vivian Marie |
| 059-301-010 | Barajas, Rudolfo & Cynthia D Trustee |
| 059-091-110 | Srivastava, T B |
| 059-091-100 | Fischer, John David Trustee |
| 059-091-090 | Phelps, Don & Sengthong |
| 030-260-080 | Cartwright, Helen H Trustee |

The Contract was entitled:

NORTH DUNSMUIR WATER MAIN REPLACEMENT PROJECT

OWNER: City of Dunsmuir
5915 Dunsmuir Avenue
Dunsmuir, CA 96025

CONTRACTOR: Whitehawk Construction, Inc.
P.O Box 181
Palo Cedro, CA 96073

Contract Documents are on file with the City of Dunsmuir.

_____
Randy Johnsen, City Manager

## VERIFICATION

I, Randy Johnsen, state: I am the Authorized Agent of the Owner identified in the foregoing Notice of Completion. I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on_____(date), at the City of Dunsmuir, California.

_____
Randy Johnsen, City Manager
(Authorized Agent)

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

**STATE OF CALIFORNIA**
**COUNTY OF** _____

On_____, _____(date), before me,_____, Notary Public (name and title of officer) personally appeared_____who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

_____
Signature

# City Council Agenda Item
# New Business

**Item No:** 13.B.
**Date:** November 3, 2016
**Subject:** Consider and authorize City Manager to execute documents disencumbering $265 of CDBG funds leftover from grant 13-CDBG-8968 on recommendation of CDBG consultant

CDBG consultant has determined that $265 of CDBG funds allocated for development of Water Master Plan and water rate study are surplus. This determination is confirmed by Finance Director.

**Recommendation:** Move to authorize City Manager to execute documents disencumbering $265 of CDBG funds leftover from grant 13-CDBG-8968 on recommendation of CDBG consultant.

# CITY OF DUNSMUIR

"Home of the Best Water on Earth"

17 October 2016

CDBG 13-CDBG-8968

The City of Dunsmuir would like to disencumber the remaining Planning and Technical Assistance portion of 13-CDBG-8968.

13-CDBG-8968 consists of three activities.

We have successfully completed 20A, our planning project of a water system master plan and rate study, the project costs a total of $97,758 ($92,758 CDBG and $5,000 cash match). There remains $265 CDBG funds that can be disencumbered and assist other CDBG jurisdictions and projects.

Sincerely,

Randy Johnsen
City Manager



5915 DUNSMUIR AVENUE • DUNSMUIR, CA 96025 • PHONE (530) 235-4822 • FAX (530) 235-4824

# STATE OF CALIFORNIA

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

## FUNDS REQUEST FORM

### PREPARER'S INFORMATION

**Preparer's Name:** Jim Cook **E-mail:** jimcook@snowcrest.net

**Preparer's Organization Name:** City of Dunsmuir

**Jurisdiction Name:** City of Dunsmuir **Phone:** 530 598-5693

### PROJECT INFORMATION

**Project Name:** Dunsmuir water plan and rate study **CDBG Contract #**

**Project Address:** City of Dunsmuir 13-CDBG-8968

**IDIS Activity #** 20A **CDBG Project #**

| FUNDS REQUEST # | 4 | Total Expended (from prior requests) | Total PI expended (from prior requests) | Total Expended (this & prior requests) | Total PI expended (this & prior requests) | Available Balance (before/after this request) |
|---|---|---|---|---|---|---|
| Activity Code and Description | Total Allocation | | | | | |
| (20A-CD) Planning for CD | $93,023 | $91,722 | $0 | $92,758 | $0 | $265 |
| | | | | | | |

### REQUEST FOR REIMBURSEMENT

**Date Prepared:** 9/30/16 **Project Completed?** Yes

**Type of Request:** Original

Total Activity Expenses $1,036

PI USED for reimbursement on this Activity $0

**CDBG process funds request greater than $1000 only** (unless is last request)

**Total GRANT Funds Request** $1,036

Total Project Balance before/after this request $265

### Program Income Certification

| Program Income | | Amount |
|---|---|---|
| DATE | 9/30/16 | $4,300 |

### RLFs PI Certification

| Revolving Loan Funds | | Amount |
|---|---|---|
| DATE | 9/30/16 | |
| | Housing RLF | $0 |
| | ED RLF | $156,000 |

**Complete a FINAL Setup and Completion Report**

**PROJECT PROGRESSION BAR**

0% 99.72%

Dunsmuir PI will be less than$35,000 per fiscal year and so will be defederalized

CDBG Rep_____ IDIS Voucher Date_____ Fiscal Rep_____

CDBG Manager_____ IDIS Voucher Number_____ Fiscal Manager_____

Notes

# STATE OF CALIFORNIA

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

## FUNDS REQUEST CERTIFICATION

| | | | |
|---|---|---|---|
| **Preparer's Name:** | **Jim Cook** | **E-mail:** | **jimcook@snowcrest.net** |
| **Preparer's Organization Name:** | | **City of Dunsmuir** | |
| **Jurisdiction Name:** | **City of Dunsmuir** | **Phone:** | **530 598-5693** |
| **Project Name:** | **Dunsmuir water plan and rate study** | | **Funds Request #** 4 |
| **Project Address:** | **City of Dunsmuir** | **CDBG Contract #** | |
| **IDIS Activity #** | **20A** | **CDBG Project #** | **13-CDBG-8968** **Total Request:** $1,036 |

The undersigned **certifies** that the following with respect to the above-named project or activity is accurate.

1. That the funds being requested have been awarded to the State of California from the US Department of Housing and Urban Development, and
2. That the funds being requested is for work for the above-identified project or activity, and
3. That the work represented by this funds request has been completed, and
4. That the work represented by the funds request has been inspected and or verified that the services were done and
5. That all invoices for the expenses represented in this payment request have been received, and
6. That the funds being requested are reimbursement of costs and
7. That all construction contractors or subcontractors being paid with the proceeds of this payment request are licensed and in good standing with the California State Contractor's License Board, and are not listed on the Federal Consolidated List of Debarred, Suspended and Ineligible Contractors, and
8. For construction activities, that there are no mechanics liens recorded against the property from previous payment requests (this is not applicable for public works projects that fall under sovereign immunity), and
9. That I am specifically authorized to sign documents of this nature for the CDBG Program on behalf of the Jurisdiction named above and that proof of such authorization was submitted to the Department prior to this funds request or is attached to this request.

| | |
|---|---|
| Jim Cook | Grant Manager |
| PREPARER NAME | TITLE |
| Jim Cook | 10/17/16 |
| PREPARER SIGNATURE | DATE |
| Randy Johnsen | City Administrator |
| AUTHORIZED SIGNER NAME | TITLE |
| | |
| AUTHORIZED SIGNER SIGNATURE | DATE |

*Title 19, Section 1001 of the United States Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statement to any department or agency of the United States. Making false statements is also a felony under laws of the State of California (Penal Code Sections 115, 118, 487, 532).*

CDBG Rep_____ IDIS Voucher Date_____ Fiscal Rep_____

CDBG Manager_____ IDIS Voucher Number_____ Fiscal Manager_____

Jurisdiction Name: City of Dunsmuir Contract # 13-CDBG-8968

# STATE OF CALIFORNIA - CDBG PROGRAM
## Project Setup & Completion Report

# PLANNING

Complete this form as a Setup Report, a Completion Report or a Setup and Completion Report and submit to your CDBG Program Representative.

*Department of Housing and Community Development*
*CDBG Program*
*P.O. Box 952054*
*Sacramento CA, 94252-2054*

FOR CDBG USE ONLY
Project Completion Report

| | | | |
|---|---|---|---|
| Mgr Initials: | | Date | |
| Rep Initials: | | Date | |
| ☐ IDIS | | ☐ CAPES | |
| Fiscal Initials | | Date: | |

Program Income

| | |
|---|---|
| PI Receipt # | |
| PI Voucher # | |

| PI Only Funding | All CDBG funds used in this project | |
|---|---|---|
| No | ☐ PI | ☑ Grants |

| Setup | |
|---|---|
| Original | |
| Date 10/7/2015 | |

| Completion | |
|---|---|
| Select Option | |
| Date | |

| CDBG-Assigned Numbers | |
|---|---|
| CDBG Project Number | IDIS Activity Number |
| | |

| | |
|---|---|
| Proposed completion MM/YY | 03-2016 |
| Proposed # of Beneficiaries | 1923 |

## Part A JURISDICTION INFORMATION & PREPARER — REQUIRED

| Jurisdiction Contact Information | Preparer: Admin Contractor/Program Operator |
|---|---|
| 1a. **Name (Contact Person)** Randy Johnsen | 2a. **Preparer's Name** Jim Cook |
| 1b. **E-Mail** citymanager@ci.dunsmuir.ca.us' | 2b. **Organization (if not grantee)** |
| 1c. **Phone/Direct Line** (530) 235-4822 | 2c. **E-Mail** jimcook@snowcrest.net; 2d. **Phone/Direct Line** 530 598-5693 |

### Subrecipient Information (Only) — REQUIRED if applicable

3a. **Organization name**

3b. **Complete address**

3c. **Organization is categorized as:** Select Option

3d. **DUNS number**

3e. **E-Mail**

3f. **Phone/Direct Line**

3g. **Check all that applies to this organization** ☐ A Faith-Based Organization ☐ Non-Profit Organization ☐ An Institution of Higher Education

## Part B PROJECT & ACTIVITY INFORMATION — REQUIRED

1a. **Name of Project** Water Master Plan and Water Rate Study

1b. **Project Service Address**

1c. **City** Dunsmuir

1d. **Zip Code** 96025

**CDBG Project Amount (Incl AD)** $93,023

2. **Activity Description / Accomplishment Narrative:**
Completed Master Plan and help public meetings and hearings. Completed Water Rate Study and held public meetings and hearings. Matched with $5,000 total project costs $96,722, total CDBG costs $91,722

3. **National Objective** LMA - Low/mod area benefit

4. **Activity & Matrix Code** 20A - Planning

5. **Accomplishment Type** 01 - People

6. **Do you anticipate this plan to result in a CDBG Activity?** Yes

7. **If "Yes", select activity** (03) Public Facilities &

Jurisdiction Name: City of Dunsmuir Contract # 13-CDBG-8968

# STATE OF CALIFORNIA - CDBG PROGRAM

## Project Setup & Completion Report

Improvements (General)

8. if "Yes" Anticipated date for contract implementation June-2017

## Part C AREA BENEFIT DATA REQUIRED

Benefit data determined by ☑ Census / ACS ☐ Income Survey County Code 093 Siskiyou

| | | Block Groups | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Census Tract | 20242 | ☐1 | ☐2 | ☑3 | ☐4 | ☐5 | ☐6 | ☐7 | ☐8 | ☐9 | ☐10 |
| Census Tract | | ☐1 | ☐2 | ☐3 | ☐4 | ☐5 | ☐6 | ☐7 | ☐8 | ☐9 | ☐10 |
| Census Tract | | ☐1 | ☐2 | ☐3 | ☐4 | ☐5 | ☐6 | ☐7 | ☐8 | ☐9 | ☐10 |
| Census Tract | | ☐1 | ☐2 | ☐3 | ☐4 | ☐5 | ☐6 | ☐7 | ☐8 | ☐9 | ☐10 |
| Census Tract | | ☐1 | ☐2 | ☐3 | ☐4 | ☐5 | ☐6 | ☐7 | ☐8 | ☐9 | ☐10 |
| Census Tract | | ☐1 | ☐2 | ☐3 | ☐4 | ☐5 | ☐6 | ☐7 | ☐8 | ☐9 | ☐10 |
| Census Tract | | ☐1 | ☐2 | ☐3 | ☐4 | ☐5 | ☐6 | ☐7 | ☐8 | ☐9 | ☐10 |

Total # Low/Mod 1173 Total Low/Mod Universe Population

## Part D PROJECT FUNDING SOURCE DETAIL REQUIRED

### 1. CDBG Grant

20A - Planning

| Funding Type (CDBG Funds) | Amount (CDBG Funds) |
|---|---|
| CDBG - Grant | $93,023 |
| Activity Delivery | $0 |
| TOTAL | **$93,023** |

### 2. CDBG Program Income

| Program Income (PI) Type | Amount PI Funds |
|---|---|
| CDBG - PI Grant | $0 |
| Activity Delivery | $0 |
| TOTAL | |

### 3. Leverage and Other Funding Sources

| Funding Source | Name of Source | Amount |
|---|---|---|
| L310-PTA Cash Match General | PACE Engineering | $5,000 |
| | TOTAL | **$5,000** |

Jurisdiction Name: City of Dunsmuir Contract # 13-CDBG-8968

# STATE OF CALIFORNIA - CDBG PROGRAM

## Project Setup & Completion Report

| TOTAL PROJECT COST | $98,023 |
|---|---|

Comments: explain any issues with this activity or clarification of information provided in this form.