



Home of the Best Water on Earth

City of Dunsmuir

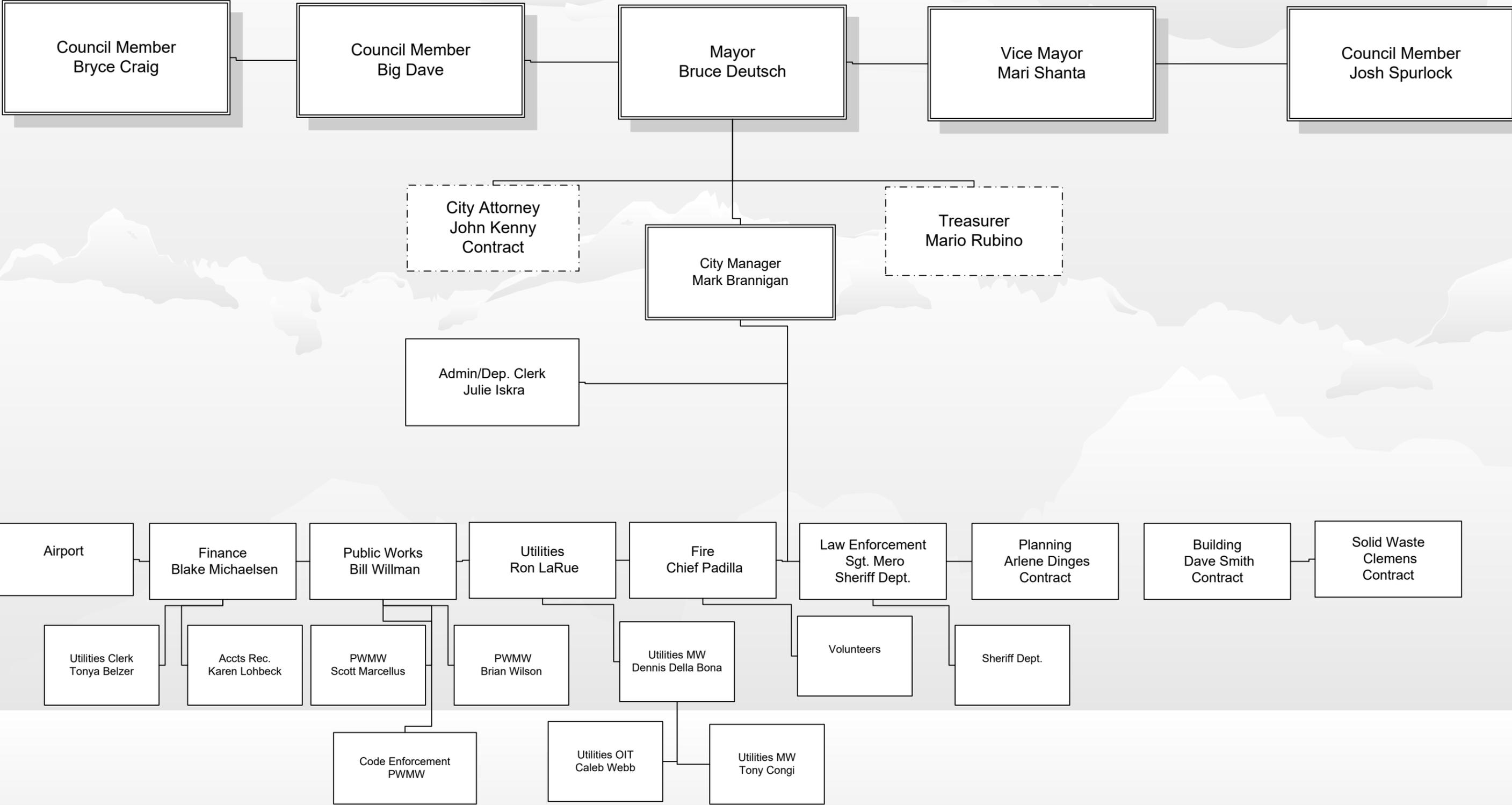
Budget 2018-2019



TABLE OF CONTENTS

DUNSMUIR ORGANIZATION CHART	1
DUNSMUIR VISION STATEMENT	2
GOALS	3
CITY MANAGER’S BUDGET MESSAGE	5
PERSONNEL BUDGET	10
GOVERNMENTAL FUNDS	11
CITY COUNCIL	14
CITY MANAGER.....	16
CITY CLERK & TREASURER	18
CITY ATTORNEY.....	20
PLANNING.....	21
FINANCE	23
BUILDING INSPECTION	25
LAW ENFORCEMENT	26
FIRE.....	28
STREETS & ROADS	32
BUILDING & GROUNDS	34
TUT – MEASURE P.....	36
ENTERPRISE FUNDS	37
TAUHAINDAULI PARK.....	38
SEWER	40
SOLID WASTE	43
WATER	46
AIRPORT	49
LOCAL TRANSPORTATION FUNDS	51
GAS TAX FUNDS	53
BUDGET RESOLUTION	58

City of Dunsmuir Organization Chart 2018



Dunsmuir Vision Statement

In Dunsmuir we commit to building on our heritage while enhancing the quality of life for all.

We collaborate to foster pride, develop a vibrant and diverse economy, preserve our mountain environment, and celebrate our active and creative community.

Goals

Fiscal Year 2018-2019

The City Council adopted Resolution 2017-02 on January 5th, 2017 adopting goals for 2017 where well over 20 topics were reviewed as possible goals. A consensus was developed that the following be considered the highest priority goals of the City Council for 2017.

- Identify infrastructure needs
- Address marijuana
- Develop sidewalk maintenance program
- Investigate options for annexation
- Investigate feasibility of green waste recycling
- Investigate options for improving law enforcement

Goal Outcome

Identify Infrastructure Needs

The City's engineering firm is in the process of completing a sewer plan that addresses the collection system and wastewater treatment facility. Engineering is also being done on a water plan that addresses a water tank relocation, and a Phase I water main replacement.

The Airport Enterprise had an engineering firm complete a Pavement Management Plan, and has another firm finishing an Airport Layout Plan.

LED Lighting.

Address Marijuana

The City Council created a Marijuana Task Force Committee made up of two City Council members, two Planning Commission members, three citizen members (and one standby) and one law enforcement member. This committee made a recommendation to the City Council in regards to a draft ordinance which was passed in December 2017 providing local control of marijuana/cannabis within the City of Dunsmuir. The ordinance addressed cultivation and retail, but prohibited all other activities. The committee continues to meet to address other activities that may be allowed, and proposed zoning and permitting.

Develop sidewalk maintenance program

In 2017 the City Council approved four types of trees that will be used as decorative trees throughout Dunsmuir that do not cause uplifting of sidewalks.

In 2017 the City applied to the LTC for RSTP funds to go towards a sidewalk/bus stop project that will be located in the center of the downtown/civic area. The City received approximately \$35,000 dollars from RSTP and has also requested SB1 funding from 2017 and 2018 to go towards this project.

City of Dunsmuir
Annual Budget

In the FY 17/18 budget the City Council appropriated \$21,200 dollars towards Sidewalk Improvement Projects. Unfortunately these funds were not used due to the unexpected loss of revenue from the water bottling facility lease.

Investigate options for annexation

City staff has looked into options for annexation. Since the City of Dunsmuir is located within a canyon it has two options for annexations; to the North, or South. Annexation to the South is less feasible since there is little commercial opportunity, most of the property is built out, and support from the residents is reported to be split. Annexation to the North is more likely as the City currently owns and operates an Airport that is narrowly joined to the rest of the city. The City is looking into potential development of city property east of the airport runway, and property between the airport and the main city limits has a greater potential for growth and development where city services would be needed.

Investigate feasibility of green waste recycling

City staff has looked into the feasibility of green waste recycling being a part of the weekly curbside pickup. Currently green waste recycling is not feasible as there are no local places to haul the waste. The City of Mt. Shasta is looking into the feasibility of having a regional green waste recycling center. If this develops it would likely allow green waste recycling to be done at a reasonable cost to the rate payer.

Investigate options for improving law enforcement

City staff has worked with the Sheriff Department (Sgt. Mero who is acting Police Chief) to identify expectations. Constant communications between the Police Chief and City Manager has improved law enforcement within the City of Dunsmuir.

Next Round of Goals

The budgeting process is a perfect way to identify goals, and the allocation of resources needed to achieve them. Staff will continue to work towards the goals identified in 2017 but will also work towards having workshops in 2018/2019 to identify goals for future resource focusing.



City Manager's Budget Message

Honorable Mayor and City Council

City staff is pleased to present to you the 2018-2019 budget for consideration and adoption. This year's budget expands on prior year budgets to provide detail into how the different funds and departments operate. The goal for expanding this year's budget is to provide a user friendly format that is easy to follow and understand by all involved, and provide a clear picture of how the City of Dunsmuir manages its resources. This year's budget also included department heads, and contract staff, in greater detail where they were involved in developing the recommended department/fund budget numbers in their respective area.

I would like to thank the City of Dunsmuir staff for their increased role in the budget process. The limited staff that the city employs has their hands full with day to day operations. Taking the time to understand and provide guidance in this year's budget has helped administration and finance understand their needs, and what can be done to meet them in future planning. I would also like to thank the Finance Committee who met after hours to review the budget in draft, and provided valuable insight into issues and recommendations to improve the budget. Last, but not least, I would like to thank the City Council for their continued support and direction in the allocation of resources needed to meet the highest needs for their citizens, and the community.

Personnel Changes

In the 2017/2018 Fiscal Year Budget a vacant full time Public Works Maintenance Worker I position was programmed, but not filled due to lease payments not being received from the water bottling facility. The part time Community Services Officer position became vacant after the incumbent resigned; the position wasn't filled due to the same reason as noted above. This budget proposes to hire a full time Public Works Maintenance Worker I, but also require the position to take on Code Enforcement duties. This is being recommended due to uncertainty in the water bottling facility lease, and the unknown future requirements that may arise from cannabis enforcement.

This budget also includes filling a vacant full time position in the Utilities Department which will be funded 100% by the Water Enterprise.



New Programs and Updates

Water Bottling Facility Lease

Last year's budget programmed to receive \$90,000 in revenue from the lease of the water bottling facility to Castle Rock Water. This revenue was not received, and as such the City took action to reduce expenditures to the General Fund wherever possible. The City is in the process of entering into a lease with a prospective tenant and has programmed to receive \$90,000 in the budget from the lease of the facility.

Big Fish Program

The Big Fish program is being supported this fiscal year with Public Works staff and equipment to receive the fish, and deliver them to the Sacramento River. Public Works staff will also schedule with the Elementary School for an up close show and tell with the kids so they can see what lives in our waters. The Dunsmuir Chamber of Commerce is managing this program through local sponsors, and a large donation from PACE Engineering of \$5,000.

Community Development Block Grants (CDBG)

Last fiscal year the City of Dunsmuir closed out Program 13-CDBG-8968 which included a Waterline Replacement, Community Building Renovation, and a drinking water Master Plan and Rate Study. The total costs for these projects were \$1,819,519. Last fiscal year the City also applied to CDBG for a sewer lateral replacements program and business loan program in the amount of \$1,400,000.

At the October 5, 2017 Council Meeting a Public Hearing was held to receive requests from the public and staff for Council consideration of possible application to the State of California for Community Development Block Grant funds. At the November 11, 2017 Council meeting another Public Hearing was held and a Resolution was passed to apply to the State requesting funds in support of a Housing Rehabilitation Program to replace sewer laterals on private property and install backwater valves; and to receive monies for Business Assistance Loans. In March of 2018 CDBG announced that the City of Dunsmuir was awarded \$500,000 for its business loan program. Within days CDBG rescinded the award and announced that the program will announce grant awards by the end of June 2018.

State Revolving Funds – Planning Grant: Sewer.

PACE Engineering is currently working on two planning grant projects that total \$1,000,000 in value. The first one is the collection system replacement project where a focus has been on manhole inspections for a system wide hydraulic model needed to address unwanted water from



entering the sewer system; provide a rate study; and to prepare a capital improvement plan. The second is a wastewater treatment plant improvement project that will address a waste discharge issue at the facility; develop a report of waste discharge; and provide for the purchase of various lab and equipment improvements.

State Revolving Funds – Planning Grant: Water.

PACE Engineering is currently working on two planning grant projects that total \$1,000,000 in value, and is in the process of applying for a \$3,200,000 construction grant. The first project is the downtown tank relocation and replacement project. The City was approved to receive \$500,000 for the planning and design. The second project is the phase 1 water main replacement project where the city received grant approval of \$500,000 to develop an engineering report, environmental documents, design and construction documents, and application for grant funding.

City Sidewalk Replacement Program.

The City Council has asked staff to develop a plan to address failing sidewalks in the city. Last year the City Council budgeted \$21,200 from Transaction and Use Tax (TUT) proceeds for this purpose, but due to the loss of revenue from the water bottling facility these funds were not expended. The city applied to the LTC for funds to put towards a civic sidewalk/Bus Stop project and received approximately \$35,000 from the RSTP funds in support of this project. The City Council passed Resolution 2017-16 on November 16, 2017 to obtain SB1 funding in the estimated amount of \$9,323, and on April 25, 2018 Council passed Resolution 2018-06 to receive an additional estimated \$27,966 from SB 1 funding in support of this project. On May 23rd, 2018 two bids were received and opened at City Hall. The lowest responsible bidder was Darren Taylor Construction, Inc. at a bid amount of \$86,450. This project is expected to be completed this fiscal year.

This Budget also includes \$1,717 towards sidewalk repairs from TUT proceeds.

FAA Grant Funding.

The City received 90% grant funding from the FAA to hire consultants to provide a Pavement Management Plan (PMP) and an Airport Layout Plan (ALP). The pavement management plan was completed last fiscal year, and the Airport Layout Plan is expected to be completed within the next couple months. The city received \$90,810 in grant funds for the PMP and \$216,836 for the ALP. The City also applied for grant funds to provide the engineering services for repaving the runway in May 2018.

The Federal Aviation Administration announced that an additional \$1 billion in supplemental discretionary funding is set to be provided in the FY 2018 federal appropriations spending bill. The Dunsmuir Mott Airport is eligible for these funds and hopes to receive the funds needed to make the improvements recommended in the Pavement Management Plan.



Butterfly Bridge.

City staff is in the process of closing out the 2010 application to repair the bridge and has successfully received approval to replace the bridge in December 2017. Staff expects to issue a Request for Proposal (RFP) for Engineering and Environmental services this year to begin bridge design and environmental clearance. This project is being 100% funded through Federal Funds.

Financial Highlights

SCORE Assessment

The City of Dunsmuir belongs to a Joint Powers Authority for liability coverage through Small Cities Organized Risk Effort (SCORE). Due to a series of claims and lawsuits in the past the city was given a special assessment in 2014 of \$347,045. The City was programmed to make a final payment of \$88,224 this fiscal year along with payments towards additional assessments in FY 15/16 and FY 16/17 totaling \$71,021.50. The City requested that the final payment, and the additional assessments be rolled into one, and paid back in a four year payment plan. This request was approved at the June 15, 2018 Board Meeting reducing the annual fiscal impact to a manageable \$39,332.38.

Sales Tax, TUT and TOT

Revenue from Sales Tax, Transaction & Use Tax, and Transient Occupancy Tax came in higher than budgeted last fiscal year. This budget is using this trend to project the increase in these areas continuing in the amount of 20% – 25%.

Water Bottling Facility and Use

The City advertised for interested businesses to provide a proposal to lease the Dunsmuir Water Bottling Facility in March 2018. Three bids were received and staff is currently in negotiations with Aviva Beverage LLC in the lease of the facility. The proposed use of the facility would be to continue bottling water and to brew beer. The revenue from the lease of this facility, and the expected job creation, will be a benefit to the community and support FY 18/19 general fund expenditures.

Balanced General Fund - Tauhindauli and Water Enterprise Budget

This year's budget has a balanced General, Tauhindauli and Water Enterprise Fund. Stabilizing these funds from deficit spending is vital to the health of the fund, and to begin the process of addressing a reserve goal for the future.



Other Enterprise Funds

The Sewer Operations, Airport, and Solid Waste Funds are budgeted in a deficit this year. The City Council approved the formation of a Rate Study Committee in 2018 and PACE Engineering is conducting a sewer and solid waste rate study for Council consideration this fiscal year. The Airport Committee is working on developing a plan for Council consideration to make the Airport Enterprise self-sustaining. This issue is being agenzized and addressed at each Airport Committee meeting since November 2017.

Capital Outlay

This year's budget has a capital encumbrance of \$22,500 from the Water Enterprise Fund for the purchase of a new truck this Fiscal Year. The truck purchase will include the budgeted amount last fiscal year of \$22,500 for an anticipated truck cost of \$45,000.

With this year's budget the Water Enterprise is the only fund that can support funding for capital. The Sewer Enterprise is scheduled to have a rate study performed by PACE Engineering this fiscal year which will address the need for this funding.

Looking Ahead

The City of Dunsmuir is in the process of addressing the funds that are in deficit spending by having a rate study that will provide options to the City Council for consideration. It is my hope, and expectation, that by next fiscal year the city will have in place a plan to have all fund operations balanced, establish a fund reserve goal and plan to obtain it, and a Capital Improvement Plan.

The City of Dunsmuir also has some exciting developments in the works that will improve the quality of life for the city, and our visitors. Some examples are: Aviva Beverage LLC providing jobs for our community; Mossbrae Falls Trail; Mossbrae Hotel; The Dough Hook; Civic Sidewalk and Bus Stop Project; Renovated Amtrak Stop; Potential Funding from CDBG for Housing Rehabilitation to replace sewer laterals on private property and install backwater valves; and to receive monies for Business Assistance Loans.

I would like to thank the City Council for their continued leadership, and support of city staff and the community.

2018/2019 Personnel Budget

Position	City Manager	Finance Director	Accts Rec.	Admin Asst.	Utilities Clerk	Pub Works Sup	Pub Works MWI	Pub Works CSO	Pub Util Sup	Pub Util UMIII	Pub Util UMI	Pub Util OIT	Pub Util OIT	Fire Chief	Fire Dept	TOTAL
<i>Incumbent</i>																
<i># of part time or volunteers</i>																
Salaries Regular	105,000	66,000	44,440	44,373		52,850	46,135	37,284	58,874	55,052	41,877	34,403	36,129	56,898		679,315
Salaries Part Time	-	-		-	20,614										10,670	31,284
FICA	8,033	5,049	3,400	3,395	1,577	4,043	3,529	2,852	4,504	4,211	3,204	2,632	2,764	4,353	816	54,361
PERS employer	7,184	4,516	3,041	3,946	1,410	4,699	4,102	2,551	5,235	4,895	3,724	2,890	2,472	6,908		57,573
Health Insur.	21,382	21,382	10,748	28,816		28,816	28,816	10,748	21,382	28,816	21,382		28,816	10,748		261,853
Workers Comp	630	396	267	266	124	6,781	5,919	4,784	7,554	7,064	5,373	4,414	4,636	7,035	19,398	74,641
Deferred Comp.	2,100	1,320	889	887		1,057	923	746	1,177	1,101	838	688	723			12,448
Personnel Total	144,329	98,663	62,784	81,683	23,725	98,247	89,425	58,964	98,726	101,139	76,398	45,027	75,539	85,941	30,884	1,171,475
SCORE share	8,215	5,616	3,574	4,649	1,350	5,592	5,090	3,356	5,619	5,757	4,349	2,563	4,300	4,892	1,758	66,680
SCORE Assessment	4,928	3,369	2,144	2,789	810	3,355	3,053	2,013	3,371	3,453	2,609	1,537	2,579	2,934	1,055	40,000
General Fund																
City Manager	25%	5%		15%												36,206
Finance	5%	50%	38%		25%											60,291
City Clerk	5%			35%												20,781
Planning	5%			20%												14,125
Fire														100%	100%	67,568
Buildings/Grounds						15%	10%	10%								16,269
Streets	5%	5%				45%	26%	10%								48,056
Code Enforcement	10%							25%								19,821
Tauhaindauli Park						1%	1%	1%								1,363
Solid Waste	10%	5%	20%	10%	25%	15%	10%	10%								48,548
LTC						2%	1%	2%								2,264
Gas Tax						20%	20%	10%								23,525
Water	15%	15%	20%	10%	25%		30%	20%	25%	50%		50%	100%	50%		181,077
Waste Water	15%	15%	20%	10%	25%			10%	75%	50%		50%				158,541
Airport	5%	5%	2%			2%	2%	2%								12,164
Check sum	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	710,598

Governmental Funds

Fiscal Year 2018-2019

Governmental funds are those that account for governmental activities funded by general revenues (i.e. taxes and fees) and special revenues (i.e. grants, subventions, special assessments, etc.).

General Fund

General Fund (10)

The General Fund is used for all the general revenues of the City not specifically levied or collected for other City funds, and the related expenditures. The major revenue sources for this fund are property taxes, sales taxes, franchise fees, business licenses, unrestricted revenues from the state, fines and forfeitures and interest income.

Law Enforcement (Dept: 509)

This Department within the General Fund revenue is used to track appropriation from the state for special law enforcement activities, and used to support the Siskiyou County Sheriff Department in their contract role with the City of Dunsmuir.

State Safety (Dept: 511)

This Department is used to track grant appropriations specifically in support of the Fire Department.

Special Revenue Funds

Local Transportation Fund (50)

Fund setup to track revenue and expenditures related to funding programmed through the Siskiyou County Local Transportation Commission.

SB-1 Transportation Fund (58)

The Road Repair and Accountability Act of 2017 provides funding for transportation purposes for local streets and roads from fuel excise taxes, commercial vehicle weight fees, local transactions and use taxes, and federal funds.

Gas Tax Fund(s) (59, 60, 61, 62, 63, 64, 66)

Established to account for revenues and expenditures on road-related projects in the City of Dunsmuir. Financing is provided by the City's share of the statewide tax on gasoline and other fuels.

Fire Assessment Tax Fund (70)

The Fire Assessment Fund was established for the sole purpose of providing funding for vehicles and associated equipment for fire protection and emergency medical services to be used by the Dunsmuir Volunteer Fire Department.

Economic Development Block Grant Fund (82)

This fund was established to track financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects.

City of Dunsmuir
Annual Budget

Program Income Fund (92)

This fund was established to track the gross income that is directly generated from a CDBG funded activity; primarily from payments of principal and interest on loans made using CDBG funds.

South Dunsmuir Sewer Assessment Fund (93)

This fund is to account for a special assessment on parcels south of Dunsmuir City limits to extend city sewer service to those parcels.

General Fund Revenue

Fund: 10 - GENERAL FUND									
Revenues									
	Prior Year	Current Year							
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted	
Dept: 000 GENERAL	Actual								
4100.00 SECURED & UNSECURED TAXES	282,507	0	289,037	271,692	0	289,037	291,900	291,900	291,900
4120.00 SALES & USE TAX	124,110	0	120,000	115,588	0	120,000	150,000	150,000	150,000
4125.00 TRANSACTION & USE TAX	83,815	0	67,000	71,349	0	67,000	95,000	95,000	95,000
4130.00 TRANSIENT OCCUPANCY TAX	150,611	0	135,000	131,230	0	135,000	155,000	155,000	155,000
4140.00 FRANCHISES	37,486	0	36,000	37,044	0	36,000	38,000	38,000	38,000
4150.00 BUSINESS LICENSE TAX	19,962	0	19,000	14,925	0	19,000	19,000	19,000	19,000
4160.00 REAL PROPERTY TRANSFER TAX	3,615	0	3,600	4,598	0	3,600	3,600	3,600	3,600
4200.00 ANIMAL LICENSE	1,102	0	2,300	725	0	2,300	1,000	1,000	1,000
4210.00 BUILDING PERMITS	9,411	0	12,000	9,127	0	12,000	10,000	10,000	10,000
4215.00 PLAN CHECK FEES	2,069	0	2,000	2,316	0	2,000	2,000	2,000	2,000
4230.00 ENCROACHMENT PERMITS	250	0	400	500	0	400	400	400	400
4300.00 VEHICLE CODE FINES	789	0	500	413	0	500	500	500	500
4310.00 CRIMINAL FINES	816	0	500	476	0	500	500	500	500
4320.00 PARKING TICKETS	2,461	0	2,000	4,070	0	2,000	2,000	2,000	2,000
4330.00 CITY ORDINANCE FINES	50	0	100	0	0	100			
4340.00 PENALTIES	2,100	0	1,500	0	0	1,500			
4400.00 INTEREST - LAIF	807	0	1,000	1,294	0	1,000	900	900	900
4405.00 INTEREST - CHECKING	42	0	50	11	0	50	30	30	30
4430.00 BUILDING RENTALS	93,714	0	93,750	90,784	0	93,750	93,750	93,750	93,750
4470.00 CEMETERY PLOTS SALES	2,750	0	1,000	222	0	1,000	500	500	500

City of Dunsmuir

Annual Budget

4500.00 MOTOR VEHICLE IN-LIEU	739	0	800	869	0	800	800	800
4510.00 HOMEOWNERS' TAX RELIEF	2,794	0	2,500	4,239	0	2,500	2,500	2,500
4540.00 PROP 172 AUG'N-PUB. SAFETY	13,938	0	13,000	14,709	0	13,000	13,000	13,000
4550.00 VLF NET	166,598	0	170,000	172,581	0	170,000	167,000	167,000
4710.00 FISH & GAME IN-LIEU	294	0	0	294	0		250	250
4800.00 ZONING & SUBDIVISION FEES	35	0	500	1,000	0	500	500	500
4810.00 VARIANCES	600	0	500	0	0	500		
4820.00 USE PERMITS	300	0	500	0	0	500	500	500
4830.00 SIGN PERMITS	341	0	500	225	0	500	500	500
4850.00 DISTRICT CALLOUT REIMBURSEMENT	14,120	0	30,000	21,688	0	30,000	23,000	23,000
4870.00 MUTUAL AID/BILLABLE SERVICES	95,659	0	40,000	116,716	0	40,000	60,000	60,000
4875.00 EF RECOVERY TRUST ACCT PAYMENT	4,254	0	7,382	10,787	0	5,000	6,000	6,000
4880.00 MISC FIRE DEPT REVENUES	3,825	0	3,500	0	0	3,500		
4910.00 IMPOUND FEES	165	0	500	60	0	500	100	100
4990.00 GRANT ADMIN REVENUE	0	0	6,030	6,030	0	6,030	5,000	5,000
5000.00 MISC SERVICE	650	0	500	573	0	500	500	500
5001.00 REIMBURSEMENT	0	0	0	457	0			
5100.00 SALE OF SURPLUS PROPERTY	0	0	0	300	0			
5150.00 UNCLASSIFIED REVENUES	7,887	0	1,000	797	0	1,000	1,000	1,000
5155.00 BEAUTIFICATION REVENUE	0	0	0	520	0			
5160.00 INDIRECT COST ALLOCATIONS	85,301	0	213,689	196,658	0	213,689	213,689	213,689
5190.00 P/Y COST REIMBURSEMENT	93	0	0	5,000	0			

GENERAL	1,216,060	0	1,277,638	1,309,867	0	1,275,256	1,358,419	1,358,419
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	Prior	Current Year						
	Year	Original	Amended	Actual	Estimated			
	Actual	Budget	Budget	Thru June	Total	17-18 Req	18-19 Draft	18-19 Adopted
TOTAL Revenues	1,345,384	0	1,421,327	1,449,283	0	1,418,945	1,489,163	1,489,163
TOTAL Expenditures	1,389,245	0	1,418,907	1,276,215	0	1,419,674	1,489,163	1,489,163
GENERAL FUND	-43,861	0	2,420	173,068	0	-729	0	0

City Council

Fiscal Year 2018-2019

The legislative body for the City of Dunsmuir is the City Council. The City Council is advised by the following standing commissions and committees:

- Dunsmuir Planning Commission
- Economic Development/Tourism
- Finance Committee
- Public Facilities and Services Committee
- Airport Committee
- Emergency Plan Task Force Committee
- Veteran’s Memorial Committee
- Mossbrae Trail Committee
- Broadband Committee
- Beautification Committee
- Cannabis Task Force Committee

The **City Council** for the City of Dunsmuir, comprised of five council members, provides policy direction to the City Manager. The Council adopts ordinances to control the affairs of the City. The Council oversees the fiscal affairs of the City and approves and adopts the annual City budget. The City Council meets on the first and third Thursday of each month at the City Council Chambers.

The City of Dunsmuir **Planning Commission** is a permanent committee of seven persons appointed by the Dunsmuir City Council to review matters related to planning and development. The Planning Commission meets on the first Wednesday of every month at the City Council Chambers for the purpose of considering City land use matters.

The **Finance Committee** is comprised of two City Council members and the City Treasurer. The City Manager and Finance Director attend these committee meetings as staff support. The Finance Committee meets to review the mid-year budget and draft budgets prior to presentation to the full City Council. The committee also meets to review business loan applications and other city financial issues.

The **Airport Committee** is comprised of two City Council members and two citizens. City staff (City Manager, Finance Director, and Public Works Supervisor) regularly attend this meeting to update the committee on airport activity.

The **Beautification Committee** is comprised of two City Council members, two Planning Commissioners, and three citizens.

The **Cannabis Task Force Committee** is comprised of two City Council members, two Planning Commissioners, the Police Chief, and three citizen members with one alternative. The purpose of the task force is to develop recommendations relating to the regulation of cannabis in the City of Dunsmuir, with cognizance of and respect for the laws of the United States and California, on behalf of the citizens of Dunsmuir. The objective is to present to the City Council and for public review a list of recommendations for the City Council to consider.

City of Dunsmuir
Annual Budget

Fiscal Year 2018-2019

Fiscal Year 2018-2019
Department Detail
Dept. City Council
Fund 10-Dept. 501

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	4,594	13,170	19,100	14,806	13,750	13,750
Total Revenue	4,594	13,170	19,100	14,806	13,750	13,750
Department Expenditures						
Operations	4,594	13,170	19,100	14,806	13,750	13,750
Total Expenditures	4,594	13,170	19,100	14,806	13,750	13,750

	Prior Year Actual	Original Budget	----- Current Year -----				17-18 Req	18-19 Draft	18-19 Adopted
			Amended Budget	Actual Thru June	Estimated Total				
Dept: 501 CITY COUNCIL									
7200.00 TRAINING & EDUCATION	2,244	0	10,000	5,431	7,174	10,000	5,000	5,000	
7230.00 SUB/MEMBERSHIP DUES	1,066	0	1,100	1,088	1,451	1,100	1,100	1,100	
7300.00 PROFESSIONAL SERVICES	7,241	0	5,500	3,650	4,867	5,500	5,500	5,500	
7310.00 CONTRACT/SPECIAL SERV	859	0	1,000	0	0	1,000			
7410.00 ADV/NOTICES	711	0	0	338	323		500	500	
7730.00 UTILITIES	565	0	1,000	521	554	1,000	1,100	1,100	
7900.00 OFFICE EXPENSES	484	0	500	327	437	500	550	550	
CITY COUNCIL	13,170	0	19,100	11,355	14,806	19,100	13,750	13,750	

City Manager

Fiscal Year 2018-2019

Administration is the principal link between the City Council, City staff, and the public. The role of the Department is to provide the best public service possible to all involved with the City, whether they are residents, business, staff, or the City Council.

City Manager

The City Manager's role is to leverage available resources, whether fiscal, social, or political, towards uses that maximize benefits to the community. In doing so, the City Manager spurs the organization to accomplish Council goals and leads to a high level of citizen satisfaction by providing strong administrative leadership and fostering successful working relationships between the City Council, the public and the staff.

As the City's Chief Executive Officer, the City Manager and staff pursue excellence and professionalism in providing leadership to and management for all departments and services by maintaining transparency, flexibility, clarity, and accountability of the organization to the Council, to the public, and to other agencies. The City Manager is responsible for the enforcement of all laws and City ordinances; appointment of department heads; submission of the annual budget to the City Council and ensure projects are successfully completed to achieve City goals. In addition, the City Manager and staff recommend policies and programs to the City Council based on sound research and advocate Council policy and City interests.

The City Manager also holds the title of: City Clerk, Airport Manager, and Contract Administer for the Sheriff Services, Planning, Building, Solid Waste, Engineering, and City Attorney.

The City Manager's Office will:

- Translate Council policy direction, vision and decisions into reality
- Develop the annual operating budget and present it to the City Council for consideration
- Execute the programs, projects and activities appropriated in the annual budget
- Support the Council's policy making role by ensuring that the Council is provided with timely, accurate, and complete information based on sound research
- Drive fiscal performance to exceed citizen expectations
- Provide support and guidance to City Departments
- Direct the development of special programs that are aligned with the priorities established by the community and the City Council
- Hire and develop City department heads and staff and ensure work performance
- Provide legislative analysis, legislative relations, and coordination of National and California League of Cities events and information sharing
- Provide public education and communicate relevant information to the public, City Council and staff about goals, accomplishments, plans and activities

City of Dunsmuir
Annual Budget

Fiscal Year 2018-2019
Department Detail
Dept. City Manager
Fund 10-Dept. 502

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	63,402	71,337	79,878	73,618	65,680	65,680
Total Revenue	63,402	71,337	79,878	73,618	65,680	65,680
Department Expenditures						
Operations	63,402	71,337	79,878	73,618	65,680	65,680
Total Expenditures	63,402	71,337	79,878	73,618	65,680	65,680

Dept: 502 CITY MANAGER	Prior	----- Current Year -----				17-18 Req	18-19 Draft	18-19 Adopted
	Year Actual	Original Budget	Amended Budget	Actual Thru June	Estimated Total			
7100.00 SALARIES	41,622	0	42,101	40,688	40,855	42,101	36,206	36,206
7130.00 FICA	2,473	0	3,221	3,113	3,126	3,221	2,770	2,770
7140.00 PERS	3,317	0	3,026	2,900	2,946	3,026	3,219	3,219
7145.00 CALPERS UNFUNDED LIABILITY	0	0	1,157	1,157	1,543	1,157	1,271	1,271
7150.00 GROUP INSURANCE	14,675	0	10,622	10,727	10,790	10,622	12,000	12,000
7160.00 WORKMAN COMP INSURANCE	788	0	1,161	1,160	1,160	1,161	1,328	1,328
7170.00 UNEMPLOYMENT	1,687	0	7,321	1,687	2,250	7,321	2,250	2,250
7180.00 DEFERRED COMP	395	0	842	812	816	842	750	750
7200.00 TRAINING & EDUCATION	4,037	0	4,000	3,905	2,628	2,000	2,000	2,000
7220.00 PHYSICAL EXAMS	0	0	0	250	333			
7230.00 SUB/MEMBERSHIP DUES	100	0	1,500	968	1,291	1,500	1,500	1,500
7750.00 PHONE CHARGES	27	0	100	2	2	100		
7900.00 OFFICE EXPENSES	310	0	500	179	108	500	500	500
8100.00 LIABILITY INSURANCE	1,234	0	2,021	2,021	2,695	2,021	1,186	1,186
8100.10 SCORE ASSESSMENT	672	0	2,306	2,306	3,075	2,306	700	700
CITY MANAGER	71,337	0	79,878	71,875	73,618	77,878	65,680	65,680

City Clerk & Treasurer

Fiscal Year 2018-2019

The City Manager is the City Clerk, and appoints duties of the Clerk to the Administrative assistant. The Clerk performs various functions required by the Government Code of the State of California, as well as other duties to provide efficient administration of City services. The Treasurer reviews account activities of all money received and paid, and reports to the City Council as needed.

Clerk Support Services

- Prepares City Council, and other Commission and Committee Agendas and distributes.
- Prepares minutes of the City Council and Planning Commission meetings.
- Conducts recruitment for various City committees and commissions
- Receives and processes all claims filed against the city
- Provides prospective City Council members with candidate filing packets
- Coordinate with the County of Siskiyou Elections Department to conduct City elections

Fiscal Year 2018-2019
Department Detail
Dept. City Clerk & Treasurer
Fund 10-Dept. 503

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	17,054	17,971	31,561	27,464	45,764	45,764
Total Revenue	17,054	17,971	31,561	27,464	45,764	45,764
Department Expenditures						
Capital Outlay	17,054	17,971	31,561	27,464	45,764	45,764
Total Expenditures	17,054	17,971	31,561	27,464	45,764	45,764

City of Dunsmuir
Annual Budget

Dept: 503 CITY CLERK & TREASURER	Prior Year Actual	----- Current Year -----				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
7100.00 SALARIES	6,819	0	15,423	14,614	14,542	15,423	20,781	20,781
7130.00 FICA	476	0	1,180	1,118	1,112	1,180	1,590	1,590
7140.00 PERS	587	0	1,831	1,318	1,322	1,831	1,850	1,850
7145.00 CALPERS UNFUNDED LIABILITY	0	0	209	0	0	209	419	419
7150.00 GROUP INSURANCE	4,250	0	7,573	7,081	6,940	7,573	11,050	11,050
7160.00 WORKMAN COMP INSURANCE	36	0	206	204	204	206	437	437
7170.00 UNEMPLOYMENT	0	0	0	241	321		250	250
7180.00 DEFERRED COMP	97	0	308	289	289	308	416	416
7200.00 TRAINING & EDUCATION	0	0	2,000	0	0	2,000	1,000	1,000
7230.00 SUB/MEMBERSHIP DUES	0	0	1,000	0	0	1,000	1,000	1,000
7300.00 PROFESSIONAL SERVICES	50	0	0	550	533		600	600
7400.00 ELECTION EXPENSE	4,325	0	1	0	1		4,500	4,500
7410.00 ADV/NOTICES	0	0	300	120	160	300	300	300
8100.00 LIABILITY INSURANCE	1,271	0	271	271	361	271	391	391
8100.10 SCORE ASSESSMENT	60	0	309	309	412	309	230	230
8105.00 CRIME INSURANCE PROGRAM	0	0	950	950	1,267	950	950	950
CITY CLERK & TREASURER	17,971	0	31,561	27,065	27,464	31,560	45,764	45,764

City Attorney

Fiscal Year 2018-2019

The City Attorney is responsible for providing legal advice to the City Council and staff in carrying out their duties in the operations of the City government. Advice city officials on all types of legal matters pertaining to city business, draft ordinance and resolutions, and perform other series required by staff and City Council. The Attorney, or special counsel supervised by the Attorney, defends the City in all legal actions and brings about suits on behalf of the City.

Attorney Support Services

- Attend city council, planning commission, and committee meetings as needed
- Phone call and email responses to staff and elected officials
- Draft basic resolutions and ordinances
- Prepare contracts

Fiscal Year 2018-2019
Department Detail
Dept. City Attorney
Fund 10-Dept. 505

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	27,320	28,808	27,000	33,789	32,000	32,000
Total Revenue	27,320	28,808	27,000	33,789	32,000	32,000
Department Expenditures						
Operations	27,320	28,808	2,700	33,789	32,000	32,000
Total Expenditures	27,320	28,808	2,700	33,789	32,000	32,000

	Prior Year Actual	Current Year				Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June					
Dept: 505 CITY ATTORNEY									
7300.00 PROFESSIONAL SERVICES	27,722	0	25,000	30,601	32,693	25,000	30,000	30,000	
7340.00 LITIGATION EXPENSE	1,086	0	2,000	954	1,096	2,000	2,000	2,000	
CITY ATTORNEY	28,808	0	27,000	31,555	33,789	27,000	32,000	32,000	

Planning

Fiscal Year 2018-2019

Planning is responsible for implementing policies that direct the physical development of the City. This is accomplished through administration of the City’s development codes and regulations including the Zoning Ordinance; local, State and Federal environmental regulations; the Dunsmuir General Plan; and related ordinances and policies adopted by the City.

Planning Support Services

- Answering public inquires for information related to allowable land uses (zoning), property characteristics, site history/prior permits, and other related issues.
- Processing land use applications such as zoning permits, use permits, lot line adjustments, parcel mergers, architectural and design review, new business signs and commercial painting projects.
- Coordination of Planning Commission activities including meeting agendas, public notices, staff reports.
- General Plan updates and implementation of General Plan policies and programs.
- Environmental Review and Mitigation Monitoring.
- Updating existing plans and ordinances and revising or creating new plans and ordinances as needed.
- Submitting reports as needed to State and Federal agencies.

Fiscal Year 2018-2019
Department Detail
Dept. City Planning
Fund 10-Dept. 506

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	28,696	36,649	42,166	30,425	30,000	30,000
Cal OES Hazard Grant					25,000	25,000
Total Revenue	28,696	36,649	42,166	30,425	55,000	55,000
Department Expenditures						
Operations	28,696	36,649	42,166	30,425	46,432	46,432
Total Expenditures	28,696	36,649	42,166	30,425	46,432	46,432

City of Dunsmuir
Annual Budget

Dept: 506 PLANNING	Prior Year Actual	Current Year				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
7100.00 SALARIES	8,805	0	13,336	12,786	12,774	13,336	14,125	14,125
7130.00 FICA	550	0	1,020	978	977	1,020	1,085	1,085
7140.00 PERS	661	0	1,047	1,132	1,139	1,047	1,257	1,257
7145.00 CALPERS UNFUNDED LIABILITY	0	0	118	116	155	118	193	193
7150.00 GROUP INSURANCE	2,680	0	6,249	6,005	5,942	6,249	7,000	7,000
7160.00 WORKMAN COMP INSURANCE	152	0	195	196	196	195	202	202
7170.00 UNEMPLOYMENT	241	0	0	241	321		300	300
7180.00 DEFERRED COMP	100	0	267	254	255	267	283	283
7200.00 TRAINING & EDUCATION	0	0	1,000	0	0	1,000	2,000	2,000
7210.00 MEETINGS & TRAVEL	91	0	0	34	45		1,000	1,000
7230.00 SUB/MEMBERSHIP DUES	2,143	0	2,000	2,012	2,683	2,000	2,200	2,200
7300.00 PROFESSIONAL SERVICES	14,773	0	10,000	3,276	2,683	10,000	7,500	7,500
7310.00 CONTRACT/SPECIAL SERV	4,690	0	5,000	3,044	2,483	5,000	5,000	5,000
7410.00 ADV/NOTICES	1,645	0	1,500	220	193	1,500	4,000	4,000
8100.00 LIABILITY INSURANCE	76	0	203	203	271	203	181	181
8100.10 SCORE ASSESSMENT	42	0	231	231	308	231	106	106
8130.00 PERMITS & LICENSES	0	0	0	400	0			
PLANNING	36,649	0	42,166	31,128	30,425	42,166	46,432	46,432

Finance

Fiscal Year 2018-2019

The Finance Department is responsible for the fiscal health of the City as well as the collection and expenditure of funds in accordance with all applicable laws and regulations. This includes managing the processes and recording for day-to-day transactions, providing accurate reporting to the City Council, City Manager and other departments as well as performing high level, broad fiscal analysis of current activities, and evaluating economic trends affecting the local economy. As such, the Department is best viewed as providing two levels of service: internal operations and fiscal analysis and advisory services.

Finance Analysis and Advisory Support Services

- Primary advisor to the City Manager and City Council on fiscal and financial matters
- Long range financial planning, including forecasting and budgeting
- Ongoing investigation and identification of fiscal opportunities such as significant sources of new revenues or expense reductions
- Administer the City’s Investment and Debt Portfolios

Finance Internal Operation Services

- General accounting services including recording and reporting transactions in accordance with Generally Accepted Accounting Principles (GAAP)
- Provide timely financial detail and summary reports to City management and the City Council to assist them in managing the activities of their respective departments
- Annual budget analysis and document preparation
- Preparation for and management of annual independent fiscal audits
- Grant compliance and reporting
- Utility billing and customer service operations
- Housing and business loan servicing

Fiscal Year 2018-2019

Department Detail

Dept. City Finance & Admin

Fund 10-Dept. 507

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	142,764	183,202	203,647	204,017	206,635	
Total Revenue	142,764	183,202	203,647	204,017	206,635	0
Department Expenditures						
Operations	142,764	183,202	203,647	204,017	206,635	
Total Expenditures	142,764	183,202	203,647	204,017	206,635	0

City of Dunsmuir
Annual Budget

	Prior Year Actual	Current Year				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Dept: 507 FINANCE & ADMINISTRATION								
7100.00 SALARIES	57,156	0	63,832	61,437	62,353	63,832	60,291	60,291
7130.00 FICA	4,249	0	4,883	4,700	4,770	4,883	4,620	4,620
7140.00 PERS	7,527	0	5,325	5,034	5,434	5,325	5,365	5,365
7145.00 CALPERS UNFUNDED LIABILITY	0	0	2,659	2,659	3,545	2,659	3,524	3,524
7150.00 GROUP INSURANCE	21,010	0	22,048	21,322	21,451	22,048	22,000	22,000
7160.00 WORKMAN COMP INSURANCE	1,088	0	1,406	1,404	1,404	1,406	3,681	3,681
7170.00 UNEMPLOYMENT	241	0	0	241	321		315	315
7180.00 DEFERRED COMP	961	0	1,177	925	872	1,177	1,210	1,210
7200.00 TRAINING & EDUCATION	202	0	5,000	3,111	4,129	5,000	3,500	3,500
7220.00 PHYSICAL EXAMS	820	0	0	120	160			
7230.00 SUB/MEMBERSHIP DUES	270	0	270	308	264	270	400	400
7300.00 PROFESSIONAL SERVICES	13,609	0	5,000	9,042	11,564	5,000	12,000	12,000
7310.00 CONTRACT/SPECIAL SERV	10,325	0	20,000	9,163	8,885	20,000	15,000	15,000
7320.00 AUDIT	19,971	0	28,000	26,251	34,301	28,000	28,000	28,000
7410.00 ADV/NOTICES	222	0	500	877	948	500	500	500
7500.00 ADMIN. CHARGES-BANK SVC FEES	1,909	0	1,600	102	136	1,600	1,600	1,600
7610.00 EQUIP MAINT & RPLC	1,007	0	1,000	1,014	216	1,000	1,500	1,500
7720.00 MAINTENANCE BUILDINGS/GROUNDS	4,655	0	0	5,160	5,214		4,700	4,700
7730.00 UTILITIES	6,601	0	7,500	5,915	5,785	7,500	7,500	7,500
7750.00 PHONE CHARGES	7,996	0	8,500	6,372	6,371	8,500	8,500	8,500
7760.00 LEASES/RENTALS	9,189	0	8,000	9,380	8,999	8,000	10,200	10,200
7900.00 OFFICE EXPENSES	8,344	0	5,000	3,086	3,237	5,000	5,000	5,000
7920.00 SUPPLIES/MATERIALS	796	0	800	377	395	800	800	800
7930.00 POSTAGE	1,042	0	1,200	241	0	1,200	1,200	1,200
8100.00 LIABILITY INSURANCE	2,871	0	4,647	4,647	6,196	4,647	3,289	3,289
8100.10 SCORE ASSESSMENT	1,141	0	5,300	5,300	7,067	5,300	1,940	1,940
8300.00 INTEREST	0	0	0	47	0			
FINANCE & ADMINISTRATION	183,202	0	203,647	188,235	204,017	203,647	206,635	206,635

Building Inspection

Fiscal Year 2018-2019

Building Inspection is responsible for enforcement of Title 24 of the California Code of Regulations, also referenced as the California Building Standards Code, and is established by state law as a code enforcement agency under the administrative and operational control of the Building Official, who is authorized and directed to administer and enforce all the provisions of the Codes with all the powers of a law enforcement officer.

Building Codes are state laws enacted for the purpose of establishing “the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to firefighters and first responders during emergency operations”.

The Building Inspection Division reviews all applications for permits to ensure that submittals are complete and in compliance with Codes and local ordinances. When necessary to expedite reviewing of plans, or for complex or large project applications, an outside plan-review service is needed.

Fiscal Year 2018-2019
Department Detail
Dept. Building Inspection
Fund 10-Dept. 509

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18		2018-19	
		Budget	Estimated	Rec'md	Adopted	
Funding Sources						
10 - General Fund	21,243	21,218	19,993	16,830	20,100	20,100
Permits/Fees						
Total Revenue	21,243	21,218	19,993	16,830	20,100	20,100
Department Expenditures						
Operations	21,243	21,218	19,993	16,830	20,100	20,100
Total Expenditures	21,243	21,218	19,993	16,830	20,100	20,100

	Prior Year Actual	Current Year				Estimate Total	17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June					
Dept: 508 BUILDING INSPECTION									
7300.00 PROFESSIONAL SERVICES	4,202	0	2,893	1,771	1,689	2,893	3,000	3,000	
7310.00 CONTRACT/SPECIAL SERV	17,000	0	17,000	15,583	15,111	17,000	17,000	17,000	
7900.00 OFFICE EXPENSES	16	0	100	23	30	100	100	100	
BUILDING INSPECTION	21,218	0	19,993	17,377	16,830	19,993	20,100	20,100	

Law Enforcement

Fiscal Year 2018-2019

Law Enforcement services are managed through the Sherriff's office by contract where an appointment of a Police Chief is made for the City of Dunsmuir. The Sherriff's office and Police Chief is committed to providing high quality law enforcement services, consistent with professional standards and best police practices, and to protecting and respecting the rights of all citizens.

In an ongoing effort to reduce crime and increase public safety, the department uses community policing methods and programs which include Neighborhood Watch, and community outreach through social media, presentations and personal contacts.

Police Support Services

- Order and civility in public places
- Reduction of crime and victimization
- Offenders held accountable
- Efficient and effective use of resources
- Quality service and customer satisfaction

Fiscal Year 2018-2019
Department Detail
Dept. Law Enforcement
09Fund 10-Dept. 510

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	342,423	315,878	326,689	285,988	348,379	348,379
10 - 509 - Law Enforcement	100,000	129,324	139,416	139,416	125,000	125,000
Total Revenue	442,423	445,202	466,105	425,404	473,379	473,379
Department Expenditures						
Salaries and Benefits						
Operations	442,423	445,202	466,105	425,404	473,379	473,379
Total Expenditures	442,423	445,202	466,105	425,404	473,379	473,379

City of Dunsmuir
Annual Budget

	Prior Year Actual	----- Current Year -----				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Dept: 509 LAW ENFORCEMENT								
4670.00 OTHER FEDERAL GRANTS	129,324	0	139,416	139,416	0	139,416	125,000	125,000
LAW ENFORCEMENT	<u>129,324</u>	<u>0</u>	<u>139,416</u>	<u>139,416</u>	<u>0</u>	<u>139,416</u>	<u>125,000</u>	<u>125,000</u>
Dept: 509 LAW ENFORCEMENT								
7100.00 SALARIES	20,585	0	21,257	13,464	16,357	21,257	19,821	19,821
7130.00 FICA	1,342	0	1,626	1,030	1,251	1,626	1,520	1,520
7140.00 PERS	11,527	0	653	329	335	653	1,764	1,764
7145.00 CALPERS UNFUNDED LIABILITY	0	0	19,983	19,393	25,857	19,983	23,146	23,146
7150.00 GROUP INSURANCE	788	0	1,903	1,054	1,087	1,903	6,000	6,000
7160.00 WORKMAN COMP INSURANCE	1,592	0	1,562	1,564	1,564	1,562	398	398
7170.00 UNEMPLOYMENT	482	0	0	482	643		550	550
7180.00 DEFERRED COMP	42	0	200	101	103	200	396	396
7240.00 CLOTHING/CLEANING	280	0	400	199	265	400	400	400
7300.00 PROFESSIONAL SERVICES	400,253	0	406,000	301,876	268,041	406,000	406,000	406,000
7600.00 EQUIPMENT/REPLACEMENT < \$1000	105	0	500	0	0	500	500	500
7620.00 VEHICLE FUEL	797	0	800	535	640	800	800	800
7630.00 VEHICLE MAINTENANCE	263	0	500	122	163	500	500	500
7730.00 UTILITIES	2,591	0	2,700	2,310	2,411	2,700	2,700	2,700
7750.00 PHONE CHARGES	812	0	1,000	103	131	1,000	1,000	1,000
7920.00 SUPPLIES/MATERIALS	1,248	0	1,200	1,277	1,461	1,200	2,000	2,000
8100.00 LIABILITY INSURANCE	425	0	515	515	687	515	355	355
8100.10 SCORE ASSESSMENT	141	0	588	588	784	588	210	210
8110.00 PROPERTY INSURANCE	1,929	0	2,718	2,718	3,624	2,718	3,319	3,319
8410.00 CLEANUP & NUSIANCE ABATEMENT	0	0	2,000	0	0	2,000	2,000	2,000
LAW ENFORCEMENT	<u>445,202</u>	<u>0</u>	<u>466,105</u>	<u>347,660</u>	<u>325,404</u>	<u>466,105</u>	<u>473,379</u>	<u>473,379</u>

Fire

Fiscal Year 2018-2019

The Fire Department provides all hazard response, preparedness, and prevention services to protect life and property from fire and all other emergencies. This is accomplished through public education, fire code management, fire suppression, paramedic level pre-hospital emergency medical care, hazardous condition mitigation, and rescue services.

The Fire Chief is responsible for administering the California Fire Code, and nationally recognized standards and practices, as well as conformance with fire and life safety requirements established by local, State and Federal governments, as it relates to new and existing businesses, schools, multifamily and permitted occupancies.

Fire Services

- Operations
- Training
- Fire Prevention

Fiscal Year 2018-2019
Department Detail
Dept. Fire
Fund 10-Dept. 510

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	216,888	251,822	188,329	248,333	143,076	143,076
10-4850 Callout Reimb					29,000	29,000
10- 4870 Mutual Aid					60,000	60,000
10- 4875 EF Recovery					6,000	6,000
10- 4880 Misc Revenues						
Total Revenue	216,888	251,822	188,329	248,333	238,076	238,076
Department Expenditures						
Operations	216,888	251,822	188,329	248,333	238,076	238,076
Total Expenditures	216,888	251,822	188,329	248,333	238,076	238,076

	Prior Year Actual	Current Year				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Dept: 510 FIRE								
7100.00 SALARIES	62,808	0	64,661	61,710	62,402	64,661	67,600	67,600
7110.00 OVERTIME	72,111	0	0	71,423	65,349		40,000	40,000
7130.00 FICA	8,990	0	4,947	9,847	9,322	4,947	10,000	10,000

City of Dunsmuir
Annual Budget

7140.00 PERS	13,432	0	6,604	7,552	8,037	6,604	8,481	8,481
7145.00 CALPERS UNFUNDED LIABILITY	0	0	3,248	2,728	3,637	3,248	4,426	4,426
7150.00 GROUP INSURANCE	9,085	0	10,645	9,202	9,261	10,645	10,800	10,800
7160.00 WORKMAN COMP INSURANCE	22,632	0	22,420	22,420	22,420	22,420	24,022	24,022
7170.00 UNEMPLOYMENT	159	0	100	0	0	100	200	200
7180.00 DEFERRED COMP	0	0	1,102	0	0	1,102	1,000	1,000
7200.00 TRAINING & EDUCATION	295	0	1,000	1,823	2,364	1,000	1,500	1,500
7210.00 MEETINGS & TRAVEL	85	0	200	202	270	200	225	225
7220.00 PHYSICAL EXAMS	240	0	500	113	150	500	1,500	1,500
7230.00 SUB/MEMBERSHIP DUES	364	0	700	493	333	700	500	500
7300.00 PROFESSIONAL SERVICES	893	0	3,000	4,410	3,514	3,000	4,000	4,000
7310.00 CONTRACT/SPECIAL SERV	1,889	0	0	467	1,533			
7430.00 COMMUNICATIONS	0	0	0	40	53			
7440.00 FIRE CALLOUTS	4,635	0	5,000	3,055	2,877	5,000	5,000	5,000
7450.00 EMS CALLOUTS	5,740	0	5,000	3,393	2,964	5,000	5,000	5,000
7460.00 DISTRICT CALLOUTS	2,269	0	2,000	1,372	1,109	2,000	2,000	2,000
7470.00 FIRE PRACTICES	2,685	0	3,000	2,132	1,690	3,000	3,000	3,000
7600.00 EQUIPMENT/REPLACEMENT < \$1000	4,910	0	7,382	1,799	2,399	5,000	5,000	5,000
7610.00 EQUIP MAINT & RPLC	3,038	0	2,000	1,462	1,312	2,000	2,000	2,000
7620.00 VEHICLE FUEL	6,694	0	7,000	6,121	5,917	7,000	7,000	7,000
7630.00 VEHICLE MAINTENANCE	6,906	0	8,000	9,024	8,343	8,000	8,000	8,000
7720.00 MAINTENANCE BUILDINGS/GROUNDS	14	0	1,000	640	854	1,000	1,000	1,000
7730.00 UTILITIES	6,756	0	7,200	7,681	7,170	7,200	7,200	7,200
7750.00 PHONE CHARGES	1,880	0	2,500	2,492	2,421	2,500	2,500	2,500
7760.00 LEASES/RENTALS	767	0	1,000	721	962	1,000	1,000	1,000
7900.00 OFFICE EXPENSES	1,546	0	1,500	725	967	1,500	1,500	1,500
7920.00 SUPPLIES/MATERIALS	1,945	0	2,000	1,908	3,209	2,000	2,000	2,000
8100.00 LIABILITY INSURANCE	4,297	0	4,769	4,769	6,359	4,769	4,130	4,130
8100.10 SCORE ASSESSMENT	1,134	0	5,439	5,439	7,252	5,439	2,436	2,436
8110.00 PROPERTY INSURANCE	2,066	0	2,912	2,912	3,883	2,912	3,556	3,556
8200.00 EQUIPMENT REPLACEMENT	1,557	0	1,500	0	0	1,500	1,500	1,500
FIRE	251,822	0	188,329	248,075	248,333	185,947	238,076	238,076

City of Dunsmuir
Annual Budget

Fiscal Year 2018-2019
Department Detail
Dept. F.E.M.A. Grant
Fund 10-Dept. 511

Department Detail									
		Prior Fiscal Year's		Current		Proposed			
		2015-16	2016-17	2017-18		2018-19			
		Actual	Actual	Budget	Estimated	Rec'md	Adopted		
Funding Sources									
10 - General Fund						5,744	5,744		
	Total Revenue	0	0	0	0	5,744	5,744		
Department Expenditures									
Operations						11,482	11,482		
	Total Expenditures	0	0	0	0	11,482	11,482		
Dept: 511 Fire Grant									
4620.00	STATE GRANT FUNDS	0	0	4,273	0	0	4,273	5,744	5,744
	Fire Grant	0	0	4,273	0	0	4,273	5,744	5,744
Dept: 511 Fire Grant									
7610.00	EQUIP MAINT & RPLC	11,395	0	8,545	7,908	0	8,545		
7640.00	RADIO REPLC/REPAIR	0	1	1	0	1	11,482	11,482	11,482
	Fire Grant	11,395	1	8,546	7,908	1	20,027	11,482	11,482

City of Dunsmuir
Annual Budget

Fund: 70 - FIRE ASSESSMENT TAX									
Revenues									
	Prior Year	----- Current Year -----				Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June					
Dept: 000 GENERAL	Actual								
4100.00 SECURED & UNSECURED TAXES	26,943	0	26,600	21,309	0	26,600	26,600	26,600	26,600
4400.00 INTEREST - LAIF	347	0	263	530	0	263	263	263	263
GENERAL	<u>27,290</u>	<u>0</u>	<u>26,863</u>	<u>21,839</u>	<u>0</u>	<u>26,863</u>	<u>26,863</u>	<u>26,863</u>	<u>26,863</u>
Total Revenues	<u>27,290</u>	<u>0</u>	<u>26,863</u>	<u>21,839</u>	<u>0</u>	<u>26,863</u>	<u>26,863</u>	<u>26,863</u>	<u>26,863</u>
Expenditures									
Dept: 000 GENERAL									
7480.00 MANAGEMENT/ADM CHARGES	2,460	0	2,419	2,101	2,037	2,419	2,419	2,419	2,419
7630.00 VEHICLE MAINTENANCE	1,378	0	0	42,525	55,954				
GENERAL	<u>3,838</u>	<u>0</u>	<u>2,419</u>	<u>44,626</u>	<u>57,991</u>	<u>2,419</u>	<u>2,419</u>	<u>2,419</u>	<u>2,419</u>
Total Expenditures	<u>3,838</u>	<u>0</u>	<u>2,419</u>	<u>44,626</u>	<u>57,991</u>	<u>2,419</u>	<u>2,419</u>	<u>2,419</u>	<u>2,419</u>
FIRE ASSESSMENT TAX	<u>23,452</u>	<u>0</u>	<u>24,444</u>	<u>-22,787</u>	<u>-57,991</u>	<u>24,444</u>	<u>24,444</u>	<u>24,444</u>	<u>24,444</u>

Streets & Roads

Fiscal Year 2018-2019

Streets and Roads provides for the maintenance of public streets and roads, of which, Dunsmuir has 16.83 paved centerline miles. Streets and Roads also maintains all the street lights and sidewalk repairs/grindings.

Street and Road Services

- Crack sealing/other minor pavement maintenance
- Snow removal
- Street center line striping/painting
- Street sign maintenance
- Sidewalk grinding/ repairs
- Street sweeping

Fiscal Year 2018-2019
Department Detail
Dept. Streets & Roads
Fund 10-Dept. 513

Department Detail

	Prior Fiscal Year's		Current		Proposed	
	2015-16	2016-17	2017-18		2018-19	
	Actual	Actual	Budget	Estimated	Rec'md	Adopted
Funding Sources						
10 - General Fund	194,205	175,319	164,604	164,691	185,131	185,131
Total Revenue	194,205	175,319	164,604	164,691	185,131	185,131
Department Expenditures						
Operations	194,205	175,319	164,604	164,691	185,131	185,131
Total Expenditures	194,205	175,319	164,604	164,691	185,131	185,131

	Prior Year Actual	Current Year				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Dept: 513 STREETS & ROADS								
7100.00 SALARIES	33,411	0	36,051	38,165	38,252	36,051	48,056	48,056
7110.00 OVERTIME	550	0	703	50	67	703	700	700

City of Dunsmuir
Annual Budget

7130.00 FICA	2,282	0	2,758	2,923	2,931	2,758	3,676	3,676
7140.00 PERS	2,947	0	3,756	3,082	3,137	3,756	4,280	4,280
7145.00 CALPERS UNFUNDED LIABILITY	0	0	2,248	848	1,131	2,248	2,239	2,239
7150.00 GROUP INSURANCE	12,664	0	19,248	15,825	15,826	19,248	26,000	26,000
7160.00 WORKMAN COMP INSURANCE	1,516	0	3,368	3,368	3,368	3,368	2,339	2,339
7170.00 UNEMPLOYMENT	482	0	0	241	321		300	300
7180.00 DEFERRED COMP	300	0	735	370	377	735	970	970
7200.00 TRAINING & EDUCATION	75	0	400	390	520	400	400	400
7240.00 CLOTHING/CLEANING	1,347	0	1,500	756	846	1,500	1,500	1,500
7300.00 PROFESSIONAL SERVICES	6,234	0	2,200	816	479	2,200	2,200	2,200
7310.00 CONTRACT/SPECIAL SERV	11,208	0	0	6,718	8,957			
7600.00 EQUIPMENT/REPLACEMENT < \$1000	962	0	1,000	471	0	1,000	1,500	1,500
7610.00 EQUIP MAINT & RPLC	2,185	0	8,331	1,914	1,565	2,000	8,000	8,000
7630.00 VEHICLE MAINTENANCE	11,048	0	5,000	20,533	19,223	5,000	11,500	11,500
7640.00 RADIO REPLC/REPAIR	0	0	600	239	318	600	1,200	1,200
7730.00 UTILITIES	5,147	0	6,000	4,958	4,482	6,000	6,000	6,000
7740.00 STREET LIGHTING	21,498	0	25,000	22,688	23,228	25,000	25,750	25,750
7750.00 PHONE CHARGES	3,302	0	3,000	2,746	2,974	3,000	3,000	3,000
7760.00 LEASES/RENTALS	135	0	5,000	5,288	7,051	5,000	5,000	5,000
7900.00 OFFICE EXPENSES	1,812	0	1,000	864	889	1,000	1,100	1,100
7920.00 SUPPLIES/MATERIALS	6,276	0	7,500	653	574	7,500	10,100	10,100
7940.00 TRAFFIC SIGN/REPAIR & REPLACE	0	0	0	1,450	1,933			
8100.00 LIABILITY INSURANCE	278	0	1,482	1,482	1,976	1,482	2,089	2,089
8100.10 SCORE ASSESSMENT	600	0	1,724	1,724	2,299	1,724	1,232	1,232
8130.00 PERMITS & LICENSES	880	0	1,000	378	471	1,000	1,000	1,000
8230.00 ROAD REPAIR PROJECTS	14,087	0	10,000	5,388	6,859	10,000		
8295.00 SPECIAL PROJECTS	24,093	0	0	1,180	1,574			
8500.00 TRANSFERS OUT	10,000	0	15,000	13,750	13,333	15,000	15,000	15,000
STREETS & ROADS	175,319	0	164,604	159,258	164,961	158,273	185,131	185,131

Building & Grounds

Fiscal Year 2018-2019

Building and Grounds provides for the operation and maintenance of Hedge Creek Falls, Children’s Park, Caboose Park, and special use areas in landscaping, grounds, vandalism repairs, painting, and litter abatement as well as; City Hall, Council Chambers, Fire Department, Train Depot/Museum, the Library, and Public Works Facility.

Building and Grounds Services

Fiscal Year 2018-2019
Department Detail
Dept. Building & Grounds
Fund 10-Dept. 514

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	126,682	85,501	88,978	95,450	86,117	86,117
Total Revenue	126,682	85,501	88,978	95,450	86,117	86,117
Department Expenditures						
Operations	126,682	85,501	88,978	95,450	86,117	86,117
Total Expenditures	126,682	85,501	88,978	95,450	86,117	86,117

	Prior Year Actual	----- Current Year -----				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Dept: 514 BUILDING & GROUNDS								
7100.00 SALARIES	11,647	0	17,730	17,702	17,685	17,730	16,269	16,269
7110.00 OVERTIME	178	0	346	0	0	346	350	350
7130.00 FICA	905	0	1,356	1,354	1,353	1,356	1,245	1,245
7140.00 PERS	1,511	0	1,847	1,484	1,501	1,847	1,448	1,448
7145.00 CALPERS UNFUNDED LIABILITY	0	0	1,105	205	273	1,105	257	257

City of Dunsmuir
Annual Budget

7150.00	GROUP INSURANCE	6,623	0	9,466	7,781	7,790	9,466	9,800	9,800
7160.00	WORKMAN COMP INSURANCE	1,212	0	1,656	1,656	1,656	1,656	268	268
7180.00	DEFERRED COMP	112	0	362	174	175	362	330	330
7200.00	TRAINING & EDUCATION	0	0	300	0	0	300	500	500
7240.00	CLOTHING/CLEANING	165	0	100	185	46	100	200	200
7300.00	PROFESSIONAL SERVICES	5,927	0	2,200	469	225	2,200	2,200	2,200
7310.00	CONTRACT/SPECIAL SERV	8,506	0	8,000	11,081	12,441	8,000	9,000	9,000
7410.00	ADV/NOTICES	0	0	0	233	310			
7610.00	EQUIP MAINT & RPLC	1,259	0	3,000	3,556	2,481	3,000	3,000	3,000
7630.00	VEHICLE MAINTENANCE	0	0	1,000	148	178	1,000	1,000	1,000
7710.00	PROPERTY TAXES	594	0	600	471	628	600	600	600
7720.00	MAINTENANCE BUILDINGS/GROUNDS	7,901	0	7,500	5,033	5,029	7,500	6,000	6,000
7730.00	UTILITIES	7,569	0	7,500	5,406	5,395	7,500	21,500	21,500
7750.00	PHONE CHARGES	0	0	0	79	217			
7760.00	LEASES/RENTALS	22,521	0	13,800	19,104	23,538	13,800		
7920.00	SUPPLIES/MATERIALS	3,663	0	3,000	3,753	3,582	3,000	3,000	3,000
8100.00	LIABILITY INSURANCE	-24	0	359	359	479	359	239	239
8100.10	SCORE ASSESSMENT	119	0	417	417	556	417	141	141
8110.00	PROPERTY INSURANCE	5,096	0	7,184	7,184	9,579	7,184	8,770	8,770
8250.00	RECONSTRUCTION PROJECTS	17	0	0	302	333			
8295.00	SPECIAL PROJECTS	0	0	150	0	0	150		
	BUILDING & GROUNDS	85,501	0	88,978	88,136	95,450	88,978	86,117	86,117

TUT/Measure P

Fiscal Year 2018-2019

Transaction and Use Tax/Measure P

Measure P, passed by a simple majority (50% plus 1) of Dunsmuir voters in November of 2015, and is a general (unrestricted) transaction and use tax. A general, unrestricted tax is one that can be used to fund any program, function, service, or project at the discretion of the City Council. It is not a special, restricted tax, which would require approval of two-thirds of the voting public. Measure P went into effect on April 1, 2016.

Ballot Measure "P"

To fund general operation of the City of Dunsmuir to include supporting the Library, Parks and Recreation, and other eligible projects and/or services within the City of Dunsmuir.

Fiscal Year 2018 – 2019 Requests and Recommendations

The following is a list of the application that were received by the City of Dunsmuir requesting funding as part of the Transactions and Use Tax projects and/or services within the City of Dunsmuir, and what is being proposed by the Finance Committee and staff.

City of Dunsmuir TUT		
What's being requested	Request \$	Proposed \$
Library	\$20,000	\$20,000
Library LED Lighting	\$2,174	
LED Lighting (PW & Fire)	\$9,197	
Parks & Rec	\$20,007	\$12,500
Farmers Market	\$300	\$300
Summer Food Program	\$4,000	\$4,000
A/V Council Chambers	\$7,979	
Butterfly Hilltop Thinning	\$6,000	
Community Resource Center	\$12,000	
Saving Shasta Cats, Inc.	\$7,300	
Citizen of the Year	\$300	\$300
Chamber of Commerce	\$12,000	\$12,000
SEDC	\$5,000	\$5,000
Children's Park	\$9,000	\$9,000
Sidewalk Repairs	\$20,000	\$1,717
Community Parking Lots	\$13,800	\$13,800
Total =	\$149,057	\$78,617

	Prior	Current Year					17-18 Req	18-19 Draft	18-19 Adopted
	Year	Original Budget	Amended Budget	Actual Thru June	Estimated Total				
Dept: 605 COMMUNITY PROMOTION	Actual								
8295.00 SPECIAL PROJECTS	46,073	0	77,000	46,588	53,235	77,000	78,617	78,617	
COMMUNITY PROMOTION	46,073	0	77,000	46,588	53,235	77,000	78,617	78,617	

Enterprise Funds

Fiscal Year 2018-2019

Proprietary funds account for City operations financed and operated in a manner similar to a private business enterprise.

Enterprise Funds

Tauhaindauli Park (14)

The Tauhaindauli Park Fund is to support the ongoing maintenance of Tauhaindauli Park.

Sewer (20)

The Sewer Enterprise is to support the maintenance and operation of the wastewater treatment system.

Solid Waste (25)

The Solid Waste Enterprise is to support the collection and disposal of solid waste.

Water (30)

The Water Enterprise is to support the maintenance and operation of the water system.

Airport (40)

The Airport Enterprise is to support the maintenance and operation of the airport.

Tauhaindauli Park

Fiscal Year 2018-2019

The Cantara River Spill Endowment Fund set up funds for the establishment and maintenance of an outdoor park on the Upper Sacramento River. Those funds were transferred to the Shasta Regional Foundation with the purpose of investing and establishing the Tauhaindauli Park Endowment Fund. The principle is kept with Shasta Regional and the interest earned is allowed to be spent on the maintenance and upkeep of Tauhaindauli Park.

Fiscal Year 2018-2019
Department Detail
Dept. Tauhaindauli Park
Fund 14-Dept. 000

		Department Detail					
		Prior Fiscal Year's		Current		Proposed	
		2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources							
14 - Tauhaindauli Endowment Fund		53,118	53	27,050	26,550	13,050	13,050
Total Revenue		53,118	53	27,050	26,550	13,050	13,050
Department Expenditures							
Operations		37,133	20,560	18,752	18,125	11,130	11,130
Total Expenditures		37,133	20,560	18,752	18,125	11,130	11,130

City of Dunsmuir
Annual Budget

Fund: 14 - Tauhaindauli Park		Prior		Current Year				
Revenues		Year	Original	Amended	Actual	Estimated		
Dept: 000 GENERAL	Actual	Budget	Budget	Thru	Total	17-18	18-19	18-19
				June		Req	Draft	Adopted
4400.00 INTEREST - LAIF	53	0	50	22	0	50	50	50
4609.00 Tauhaindauli Endowment Fund	0	0	27,000	26,479	0		13,000	13,000
GENERAL	53	0	27,050	26,501	0	50	13,050	13,050
Total Revenues	53	0	27,050	26,501	0	50	13,050	13,050
Expenditures								
Dept: 000 GENERAL								
7100.00 SALARIES	8,390	0	3,548	3,670	3,729	3,548	1,363	1,363
7110.00 OVERTIME	0	0	69	0	0	69		
7130.00 FICA	552	0	271	281	285	271	110	110
7140.00 PERS	880	0	369	320	331	369	123	123
7145.00 CALPERS UNFUNDED LIABILITY	0	0	221	8	11	221	2	2
7150.00 GROUP INSURANCE	3,679	0	1,893	1,772	1,848	1,893	900	900
7160.00 WORKMAN COMP INSURANCE	808	0	331	332	332	331	2	2
7180.00 DEFERRED COMP	58	0	72	36	37	72	280	280
7310.00 CONTRACT/SPECIAL SERV	2,090	0	3,000	7,115	8,285	3,000	5,000	5,000
7480.00 MANAGEMENT/ADM CHARGES	2,664	0	2,847	2,475	2,400	2,847	2,847	2,847
7720.00 MAINTENANCE BUILDINGS/GROUNDS	0	0	5,000	2,451	0	5,000	500	500
7760.00 LEASES/RENTALS	1,113	0	800	619	825	800		
7920.00 SUPPLIES/MATERIALS	0	0	300	0	0	300		
8100.00 LIABILITY INSURANCE	79	0	14	14	19	14	2	2
8100.10 SCORE ASSESSMENT	8	0	17	17	23	17	1	1
GENERAL	20,321	0	18,752	19,110	18,125	18,752	11,130	11,130
Total Expenditures	20,321	0	18,752	19,110	18,125	18,752	11,130	11,130
Tauhaindauli Park	-20,268	0	8,298	7,391	-18,125	-18,702	1,920	1,920

Sewer

Fiscal Year 2018-2019

The Sewer Enterprise provides collection, treatment, and disposal of sewage in a manner compliant with the health and safety needs of the community and the environment. Delivering this service in the safest, most reliable method possible is the highest concern of the Public Works Department. The Sewer Enterprise provides 24- hour service and support to the public by responding to customer concerns, emergency sewer stoppages, and ensures sewer system functionality. The Enterprise operates and maintains 4 sewer lift stations, a tertiary treatment and disposal facility, and a collection system.

Sewer Services

- Provide daily maintenance to the system to keep it in operation
- Operate the Wastewater Treatment Plant in a manner that meets the regulatory requirements for discharge
- Maintain the plant to keep it fully functioning
- Ensure that the discharge to the Sacramento River meets the National Pollutant Discharge Elimination System (NPDES) permit.

Fiscal Year 2018-2019
Department Detail
Dept. Sewer
Fund 20 & 21

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
20 - Sewer	742,201	557,404	558,050	558,000	558,020	558,020
21 - Sewer Improvement				182,000	185,778	185,778
Total Revenue	742,201	557,404	558,050	740,000	743,798	743,798
Department Expenditures						
Operations	997,712	655,639	764,442	648,950	727,245	727,245
Total Expenditures	997,712	655,639	764,442	648,950	727,245	727,245

City of Dunsmuir
Annual Budget

Fund: 20 - SEWER ENTERPRISE									
Revenues									
	Prior Year	Current Year				17-18 Req	18-19 Draft	18-19 Adopted	
		Original Budget	Amended Budget	Actual Thru June	Estimated Total				
Dept: 000 GENERAL	Actual								
4220.00 HOOKUP PERMITS	405	0	1,000	0	0	1,000	1,000	1,000	
4340.00 PENALTIES	9,854	0	9,000	7,633	0	9,000	9,000	9,000	
4420.00 INTEREST - OTHER	21	0	50	17	0	50	20	20	
4920.00 SEWER CHARGES	547,124	0	548,000	549,348	0	548,000	548,000	548,000	
GENERAL	557,404	0	558,050	556,998	0	558,050	558,020	558,020	
Total Revenues	557,404	0	558,050	556,998	0	558,050	558,020	558,020	
Expenditures									
Dept: 000 GENERAL									
7100.00 SALARIES	141,844	0	169,230	145,207	145,263	169,230	158,541	158,541	
7110.00 OVERTIME	22,895	0	10,378	12,252	14,469	10,378	20,198	20,198	
7130.00 FICA	12,304	0	12,946	12,046	12,220	12,946	12,946	12,946	
7140.00 PERS	29,864	0	15,222	12,436	12,697	15,222	15,222	15,222	
7145.00 CALPERS UNFUNDED LIABILITY	0	0	9,686	18,684	24,912	9,686	14,365	14,365	
7150.00 GROUP INSURANCE	61,835	0	84,040	63,404	64,150	84,040	84,040	84,040	
7160.00 WORKMAN COMP INSURANCE	15,336	0	15,589	15,590	15,590	15,589	15,757	15,757	
7170.00 UNEMPLOYMENT	482	0	0	482	643				
7180.00 DEFERRED COMP	2,258	0	3,492	2,221	2,222	3,492	3,492	3,492	
7200.00 TRAINING & EDUCATION	1,297	0	3,000	365	487	3,000	3,000	3,000	
7220.00 PHYSICAL EXAMS	0	0	200	0	0	200	200	200	
7230.00 SUB/MEMBERSHIP DUES	440	0	1,000	448	104	1,000	1,000	1,000	
7240.00 CLOTHING/CLEANING	1,743	0	2,000	1,265	1,458	2,000	2,000	2,000	
7300.00 PROFESSIONAL SERVICES	69,050	0	50,000	34,106	36,063	50,000	50,000	50,000	
7330.00 CONTRACT LAB ANALYSIS	27,214	0	30,000	19,085	17,275	30,000	30,000	30,000	
7340.00 LITIGATION EXPENSE	0	0	7,000	0	0	7,000	5,000	5,000	
7410.00 ADV/NOTICES	0	0	300	131	174	300	300	300	
7480.00 MANAGEMENT/ADM CHARGES	86,199	0	86,070	79,849	77,429	86,070	86,070	86,070	
7610.00 EQUIP MAINT & RPLC	3,916	0	12,331	2,882	3,827	6,000	7,500	7,500	
7620.00 VEHICLE FUEL	4,716	0	5,500	3,899	3,637	5,500	5,500	5,500	

City of Dunsmuir
Annual Budget

7630.00 VEHICLE MAINTENANCE	5,551	0	5,000	3,869	4,326	5,000	5,000	5,000
7640.00 RADIO REPLC/REPAIR	0	0	1	0	0		2,400	2,400
7710.00 PROPERTY TAXES	214	0	300	279	372	300	300	300
7720.00 MAINTENANCE BUILDINGS/GROUNDS	600	0	2,000	526	502	2,000	4,500	4,500
7730.00 UTILITIES	62,631	0	67,000	49,862	48,448	67,000	65,000	65,000
7750.00 PHONE CHARGES	1,999	0	3,500	7,298	7,641	3,500	8,000	8,000
7760.00 LEASES/RENTALS	138	0	100	1	1	100	900	900
7790.00 OXIDATION DITCH MAINTENANCE	674	0	3,000	1,893	335	3,000	4,000	4,000
7810.00 SLUDGE BED MAINTENANCE	5,014	0	5,000	5,991	7,906	5,000	6,000	6,000
7820.00 CHLORINATOR/CONTACT MAINT	24,800	0	15,000	15,780	14,127	15,000	20,000	20,000
7840.00 PUMP STATION MAINTENANCE	18,863	0	35,000	8,789	10,974	35,000	25,000	25,000
7900.00 OFFICE EXPENSES	3,055	0	3,500	1,489	1,474	3,500	3,000	3,000
7920.00 SUPPLIES/MATERIALS	2,033	0	8,000	1,754	1,390	8,000	2,200	2,200
7930.00 POSTAGE	4,055	0	2,000	2,898	2,881	2,000	3,000	3,000
7950.00 MAIN REPAIRS & MAINTENANCE	1,231	0	7,000	2,152	1,813	7,000	7,000	7,000
7970.00 LAB SUPPLIES/MAINTENANCE	2,056	0	5,000	7,046	7,039	5,000	6,500	6,500
8100.00 LIABILITY INSURANCE	26,600	0	32,662	32,662	43,549	32,662	22,741	22,741
8100.10 SCORE ASSESSMENT	7,428	0	39,536	39,534	52,712	39,536	13,414	13,414
8110.00 PROPERTY INSURANCE	964	0	1,359	1,359	1,812	1,359	1,659	1,659
8130.00 PERMITS & LICENSES	6,340	0	6,500	5,982	7,949	6,500	6,500	6,500
8600.00 BAD DEBT	0	0	5,000	809	1,079	5,000	5,000	5,000
GENERAL	<u>655,639</u>	<u>0</u>	<u>764,442</u>	<u>614,325</u>	<u>648,950</u>	<u>758,110</u>	<u>727,245</u>	<u>727,245</u>
Total Expenditures	<u>655,639</u>	<u>0</u>	<u>764,442</u>	<u>614,325</u>	<u>648,950</u>	<u>758,110</u>	<u>727,245</u>	<u>727,245</u>
SEWER ENTERPRISE	<u>-98,235</u>	<u>0</u>	<u>-206,392</u>	<u>-57,327</u>	<u>-648,950</u>	<u>-200,060</u>	<u>-169,225</u>	<u>-169,225</u>

Solid Waste

Fiscal Year 2018-2019

Solid waste services are performed by Clemens Disposal, operating under a contract with the City. The solid waste enterprise was established to ensure that services are being provided in a safe and responsive manner and are of the highest quality and most affordable price.

Solid Waste Services

- Curb side pickup of residential and commercial waste
- Pick-up of the blue recycling bags
- Pick-up of the large recycle bins located near City Hall and the Ballpark
- City staff pickup refuse in all refuse bins located on city streets and parks
- Collection and disposal of refuse on city right of ways

Fiscal Year 2018-2019
Department Detail
Dept. Solid Waste
Fund 25

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
Solid Waste Reserve	37,862	110,452	106,793	33,374	129,699	129,699
25 - Solid Waste	373,290	287,964	287,500	287,500	288,600	288,600
Total Revenue	411,152	398,416	394,293	320,874	418,299	418,299
Department Expenditures						
Operations	411,152	398,416	394,293	320,874	418,299	418,299
Total Expenditures	411,152	398,416	394,293	320,874	418,299	418,299

City of Dunsmuir
Annual Budget

Fund: 25 - SOLID WASTE ENTERPRISE									
Revenues									
	Prior	----- Current Year -----							
	Year	Original	Amended	Actual	Estimated				
Dept: 000 GENERAL	Actual	Budget	Budget	Thru June	Total	17-18 Req	18-19 Draft	18-19 Adopted	
4340.00 PENALTIES	4,128	0	4,000	2,993	0	4,000	4,000	4,000	
4400.00 INTEREST - LAIF	3,112	0	2,000	4,003	0	2,000	4,000	4,000	
4620.00 STATE GRANT FUNDS	5,000	0	5,000	5,000	0	5,000	5,000	5,000	
4930.00 REFUSE COLLECTION FEES	264,196	0	265,000	268,143	0	265,000	265,000	265,000	
4940.00 EXTRA GARBAGE FEES	7,238	0	7,200	7,220	0	7,200	6,600	6,600	
4945.00 DUMPSTER RENTAL	4,290	0	4,300	4,485	0	4,300	4,000	4,000	
GENERAL	287,964	0	287,500	291,844	0	287,500	288,600	288,600	
Total Revenues	287,964	0	287,500	291,844	0	287,500	288,600	288,600	
Expenditures									
Dept: 000 GENERAL									
7100.00 SALARIES	34,376	0	36,064	34,747	35,067	36,064	48,548	48,548	
7110.00 OVERTIME	208	0	323	0	0	323	250	250	
7130.00 FICA	2,612	0	2,759	2,658	2,683	2,759	3,800	3,800	
7140.00 PERS	4,642	0	3,237	2,857	2,899	3,237	4,300	4,300	
7145.00 CALPERS UNFUNDED LIABILITY	0	0	1,888	849	1,132	1,888	2,285	2,285	
7150.00 GROUP INSURANCE	12,273	0	14,937	13,430	13,577	14,937	22,000	22,000	
7160.00 WORKMAN COMP INSURANCE	2,456	0	1,650	1,652	1,652	1,650	2,387	2,387	
7170.00 UNEMPLOYMENT	482	0	0	482	643		450	450	
7180.00 DEFERRED COMP	442	0	628	344	315	628	970	970	
7300.00 PROFESSIONAL SERVICES	73,714	0	82,000	56,791	71,664	82,000	82,000	82,000	
7310.00 CONTRACT/SPECIAL SERV	152,271	0	138,282	130,697	109,477	138,282	150,000	150,000	
7340.00 LITIGATION EXPENSE	0	0	0	281	0		1,000	1,000	
7410.00 ADV/NOTICES	0	0	300	0	0	300	300	300	
7480.00 MANAGEMENT/ADM CHARGES	32,808	0	32,119	29,359	28,469	32,119	32,119	32,119	

City of Dunsmuir
Annual Budget

7600.00 EQUIPMENT/REPLACEMENT < \$1000	3,230	0	3,500	0	0	3,500	3,500	3,500
7620.00 VEHICLE FUEL	1,606	0	4,200	0	0	4,200	2,000	2,000
7630.00 VEHICLE MAINTENANCE	2,634	0	4,000	1,724	2,298	4,000	4,000	4,000
7720.00 MAINTENANCE BUILDINGS/GROUNDS	39	0	2,000	150	23	2,000	2,000	2,000
7760.00 LEASES/RENTALS	19,324	0	18,000	19,003	18,492	18,000	21,000	21,000
7900.00 OFFICE EXPENSES	531	0	500	686	736	500	500	500
7920.00 SUPPLIES/MATERIALS	5,839	0	5,000	8,180	8,070	5,000	5,000	5,000
7925.00 REIMBURSEMENTS	6,873	0	5,000	0	0	5,000		
7930.00 POSTAGE	1,928	0	2,000	2,237	2,000	2,000	2,000	2,000
8100.00 LIABILITY INSURANCE	2,340	0	1,483	1,483	1,977	1,483	2,132	2,132
8100.10 SCORE ASSESSMENT	692	0	1,707	1,707	2,276	1,707	1,258	1,258
8270.02 SPECIAL PROJECTS	13,931	0	10,000	12,207	16,582	10,000	7,500	7,500
8295.00 SPECIAL PROJECTS	23,165	0	20,715	1,550	0	20,715	15,000	15,000
8600.00 BAD DEBT	0	0	2,000	631	842	2,000	2,000	2,000
GENERAL	<u>398,416</u>	<u>0</u>	<u>394,292</u>	<u>323,705</u>	<u>320,874</u>	<u>394,292</u>	<u>418,299</u>	<u>418,299</u>
Total Expenditures	<u>398,416</u>	<u>0</u>	<u>394,292</u>	<u>323,705</u>	<u>320,874</u>	<u>394,292</u>	<u>418,299</u>	<u>418,299</u>
SOLID WASTE ENTERPRISE	<u>-110,452</u>	<u>0</u>	<u>-106,792</u>	<u>-31,861</u>	<u>-320,874</u>	<u>-106,792</u>	<u>-129,699</u>	<u>-129,699</u>

Water

Fiscal Year 2018-2019

The Water Enterprise is responsible for the delivery of safe reliable drinking water to the citizens of Dunsmuir. It provides 24 hour service and support to the public by responding to customer concerns, emergency water breaks/repairs, and ensuring the City has high quality drinking water in adequate supply for firefighting, domestic, and commercial use. The Water Enterprise also operates and maintains the water distribution system to the property at the water meter.

The City, and staff of the Water Enterprise, are proud to call Dunsmuir’s water the “Best Water on Earth”.

Water Services

- Provide daily maintenance to the system to keep it in operation
- Maintain the distribution system to keep it fully functioning

Fiscal Year 2018-2019
Department Detail
Dept. Water
Fund 30

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
30 - Water	610,012	514,016	532,301	590,000	625,301	625,301
31 - Water Improvement					140,000	140,000
Total Revenue	610,012	514,016	532,301	590,000	764,301	764,301
Department Expenditures						
Operations	485,492	379,288	445,239	416,771	624,778	624,778
Total Expenditures	485,492	379,288	445,239	416,771	624,778	624,778

City of Dunsmuir
Annual Budget

Fund: 30 - WATER ENTERPRISE

Revenues	Prior Year	Current Year -----				Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June					
Dept: 000 GENERAL	Actual	Budget	Budget	June	Total	17-18 Req	18-19 Draft	18-19 Adopted	
4220.00 HOOKUP PERMITS	3,425	0	3,500	4,506	0	3,500	3,500	3,500	
4340.00 PENALTIES	8,398	0	7,800	7,242	0	7,800	7,800	7,800	
4400.00 INTEREST - LAIF	803	0	1,000	7,181	0	1,000	3,000	3,000	
4420.00 INTEREST - OTHER	1	0	1	1	0	1	1	1	
4960.00 WATER CHARGES	501,389	0	520,000	567,242	0	520,000	624,000	610,000	
4995.00 ON/OFF FEE	0	0	0	1,375	0		1,000	1,000	
5150.00 UNCLASSIFIED REVENUES	0	0	0	301	0				
GENERAL	514,016	0	532,301	587,848	0	532,301	639,301	625,301	
Total Revenues	514,016	0	532,301	587,848	0	532,301	639,301	625,301	
Expenditures									
Dept: 000 GENERAL									
7100.00 SALARIES	109,343	0	107,453	126,371	126,627	107,453	181,077	181,077	
7110.00 OVERTIME	5,384	0	5,588	1,346	1,795	5,588	5,588	5,588	
7130.00 FICA	8,478	0	8,220	9,770	9,824	8,220	14,000	14,000	
7140.00 PERS	17,718	0	9,330	10,783	10,950	9,330	16,300	16,300	
7145.00 CALPERS UNFUNDED LIABILITY	0	0	6,043	7,534	10,045	6,043	21,784	21,784	
7150.00 GROUP INSURANCE	44,376	0	50,158	56,610	56,392	50,158	84,040	84,040	
7160.00 WORKMAN COMP INSURANCE	8,565	0	8,662	8,660	8,660	8,662	23,508	23,508	
7170.00 UNEMPLOYMENT	482	0	0	482	643				
7180.00 DEFERRED COMP	1,559	0	2,161	1,803	1,786	2,161	3,622	3,622	
7200.00 TRAINING & EDUCATION	570	0	3,000	860	739	3,000	3,000	3,000	
7220.00 PHYSICAL EXAMS	0	0	200	0	0	200	200	200	
7230.00 SUB/MEMBERSHIP DUES	1,260	0	2,500	1,288	1,224	2,500	2,500	2,500	
7240.00 CLOTHING/CLEANING	611	0	600	502	494	600	600	600	
7300.00 PROFESSIONAL SERVICES	2,160	0	2,000	2,933	2,054	2,000	2,000	2,000	
7310.00 CONTRACT/SPECIAL SERV	2,956	0	2,800	2,235	2,384	2,800	2,800	2,800	
7330.00 CONTRACT LAB ANALYSIS	5,057	0	5,000	2,365	2,641	5,000	5,000	5,000	
7340.00 LITIGATION EXPENSE	7,500	0	7,000	5,956	6,667	7,000	7,000	7,000	
7410.00 ADV/NOTICES	0	0	300	908	827	300	1,000	1,000	
7480.00 MANAGEMENT/ADM CHARGES	69,291	0	73,473	64,834	62,869	73,473	87,473	73,473	
7600.00 EQUIPMENT/REPLACEMENT < \$1000	290	0	500	0	0	500			

City of Dunsmuir
Annual Budget

7610.00 EQUIP MAINT & RPLC	783	0	16,331	10,744	14,325	10,000	10,000	10,000
7620.00 VEHICLE FUEL	5,193	0	5,500	5,555	5,141	5,500	5,500	5,500
7630.00 VEHICLE MAINTENANCE	4,444	0	5,000	1,316	813	5,000	5,000	5,000
7640.00 RADIO REPLC/REPAIR	0	0	1	0	0		2,400	2,400
7710.00 PROPERTY TAXES	4,619	0	3,000	439	585	3,000	3,000	3,000
7720.00 MAINTENANCE BUILDINGS/GROUNDS	0	0	500	0	0	500	500	500
7730.00 UTILITIES	19,882	0	19,000	18,812	19,222	19,000	20,000	20,000
7750.00 PHONE CHARGES	1,734	0	1,500	1,287	1,334	1,500	1,500	1,500
7770.00 SPRINGS MAINTENANCE	177	0	200	0	0	200	2,500	2,500
7830.00 VALVE/HYDRANT REPAIR	4,258	0	5,000	2,627	0	5,000	7,500	7,500
7840.00 PUMP STATION MAINTENANCE	322	0	500	0	0	500	500	500
7900.00 OFFICE EXPENSES	616	0	500	642	678	500	700	700
7920.00 SUPPLIES/MATERIALS	1,555	0	2,000	915	932	2,000	2,000	2,000
7930.00 POSTAGE	1,944	0	2,000	2,237	2,000	2,000	2,000	2,000
7950.00 MAIN REPAIRS & MAINTENANCE	16,361	0	17,000	18,363	22,904	17,000	17,000	17,000
7960.00 ROAD BASE/ASPHALT	854	0	4,000	830	1,107	4,000	5,000	5,000
7975.00 Regulatory Fines	0	0	0	1,002	1,336			
8100.00 LIABILITY INSURANCE	11,516	0	13,168	13,170	17,561	13,168	29,665	29,665
8100.10 SCORE ASSESSMENT	3,159	0	15,800	15,800	21,067	15,800	17,498	17,498
8110.00 PROPERTY INSURANCE	2,480	0	3,495	3,497	4,662	3,495	4,267	4,267
8130.00 PERMITS & LICENSES	13,791	0	10,256	-4,011	-5,348	10,256	10,256	10,256
8200.00 EQUIPMENT REPLACEMENT	0	0	3,000	1,771	0	3,000	3,000	3,000
8210.00 VEHICLE REPLACEMENT	0	0	22,500	0	0	22,500	22,500	22,500
8270.01 WATER MAIN PROJECTS	0	0	0	1,193	1,591		5,000	5,000
8600.00 BAD DEBT	0	0	0	180	240			
GENERAL	<u>379,288</u>	<u>0</u>	<u>445,239</u>	<u>401,609</u>	<u>416,771</u>	<u>438,907</u>	<u>638,778</u>	<u>624,778</u>
Total Expenditures	<u>379,288</u>	<u>0</u>	<u>445,239</u>	<u>401,609</u>	<u>416,771</u>	<u>438,907</u>	<u>638,778</u>	<u>624,778</u>
WATER ENTERPRISE	<u>134,728</u>	<u>0</u>	<u>87,062</u>	<u>186,239</u>	<u>-416,771</u>	<u>93,394</u>	<u>523</u>	<u>523</u>

Airport

Fiscal Year 2018-2019

The Dunsmuir Mott Airport provides an alternative form of transportation and emergency access in and out of South Siskiyou County.

Maintenance services include, brush/weed control adjacent to runway, sweeping, drainage, snow removal, painting runway/taxiway/tie-down areas, and water system.

Airport Services

- Manage programs for the development of airport facilities.
- Hangars, Runways/Taxiways, and Tie-down areas.

Fiscal Year 2018-2019
Department Detail
Dept. Airport
Fund 40

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
10 - General Fund	11,864	19,488	8,733	69,837	17,693	17,693
40 - Airport	47,674	131,897	239,634	150,000	283,369	283,369
Total Revenue	59,538	151,385	248,367	219,837	301,062	301,062
Department Expenditures						
Operations	59,538	151,385	248,367	219,837	301,062	301,062
Total Expenditures	59,538	151,385	248,367	219,837	301,062	301,062

Fund: 40 - AIRPORT ENTERPRISE
Revenues

Dept: 000 GENERAL	Prior Year	Current Year						17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total					
4430.00 BUILDING RENTALS	Actual									
4440.00 LEASE OF GROUND AREA	2,309	0	2,300	2,209	0	2,300	2,300	2,300		
4460.00 AIRPORT PARKING/TIEDOWNS	2,480	0	2,000	8,421	0	2,000	2,000	2,000		
4640.00 CA DOT	10,000	0	10,000	0	0	10,000	10,000	10,000		
4670.10 FAA-AIRPORT LAYOUT PLAN	21,838	0	194,998	81,370	0	194,998				
4670.20 FAA-PAVEMENT MANAGEMENT PLAN	78,075	0	12,735	12,330	0	12,735				

City of Dunsmuir
Annual Budget

4670.30 FAA - Runway Engineering Plan	0	0	1	0	0		251,469	251,469
5000.00 MISC SERVICE	0	0	100	15	0	100	100	100
GENERAL	<u>131,897</u>	<u>0</u>	<u>239,634</u>	<u>121,819</u>	<u>0</u>	<u>239,633</u>	<u>283,369</u>	<u>283,369</u>
Total Revenues	<u>131,897</u>	<u>0</u>	<u>239,634</u>	<u>121,819</u>	<u>0</u>	<u>239,633</u>	<u>283,369</u>	<u>283,369</u>
Expenditures								
Dept: 000 GENERAL								
7100.00 SALARIES	20,462	0	5,910	6,699	6,942	5,910	12,164	12,164
7110.00 OVERTIME	119	0	115	0	0	115	115	115
7130.00 FICA	1,361	0	452	512	531	452	940	940
7140.00 PERS	1,637	0	616	604	630	616	1,094	1,094
7145.00 CALPERS UNFUNDED LIABILITY	0	0	388	23	31	388	143	143
7150.00 GROUP INSURANCE	6,719	0	3,155	3,247	3,409	3,155	5,000	5,000
7160.00 WORKMAN COMP INSURANCE	808	0	552	552	552	552	150	150
7170.00 UNEMPLOYMENT	0	0	0	241	321			
7180.00 DEFERRED COMP	161	0	121	74	74	121	250	250
7210.00 MEETINGS & TRAVEL	862	0	1,000	0	0	1,000	1,000	1,000
7230.00 SUB/MEMBERSHIP DUES	75	0	75	75	100	75	75	75
7300.00 PROFESSIONAL SERVICES	1,915	0	2,000	0	0	2,000	2,000	2,000
7310.00 CONTRACT/SPECIAL SERV	11,658	0	9,600	8,001	7,467	9,600	14,100	14,100
7480.00 MANAGEMENT/ADM CHARGES	5,280	0	4,020	3,487	3,381	4,020	4,020	4,020
7610.00 EQUIP MAINT & RPLC	424	0	1,000	0	0	1,000	500	500
7720.00 MAINTENANCE BUILDINGS/GROUNDS	437	0	2,500	2,886	354	2,500	2,500	2,500
7730.00 UTILITIES	2,346	0	2,400	2,305	2,184	2,400	2,400	2,400
8100.00 LIABILITY INSURANCE	4,095	0	4,140	4,156	5,541	4,140	134	134
8100.10 SCORE ASSESSMENT	22	0	46	46	61	46	79	79
8110.00 PROPERTY INSURANCE	1,240	0	1,747	1,747	2,329	1,747	2,133	2,133
8250.10 PAVEMENT MANAGEMENT PLAN	77,000	0	12,735	12,900	17,200	12,735		
8250.20 AIRPORT LAYOUT PLAN	14,764	0	194,998	171,076	167,668	194,998		
8250.30 FAA - Runway Engineering Plan	0	0	1	0	0		251,469	251,469
8300.00 INTEREST	0	0	796	796	1,062	796	796	796
GENERAL	<u>151,385</u>	<u>0</u>	<u>248,367</u>	<u>219,427</u>	<u>219,837</u>	<u>248,366</u>	<u>301,062</u>	<u>301,062</u>
Total Expenditures	<u>151,385</u>	<u>0</u>	<u>248,367</u>	<u>219,427</u>	<u>219,837</u>	<u>248,366</u>	<u>301,062</u>	<u>301,062</u>
AIRPORT ENTERPRISE	<u>-19,488</u>	<u>0</u>	<u>-8,733</u>	<u>-97,608</u>	<u>-219,837</u>	<u>-8,733</u>	<u>-17,693</u>	<u>-17,693</u>

Local Transportation

Fiscal Year 2018-2019

Local Transportation funds are from Siskiyou County and support the STAGE Bus line and other transportation needs.

Fiscal Year 2018-2019
Department Detail
Dept. Local Transportation
Fund 50

	Department Detail					
	Prior Fiscal Year's		Current		Proposed	
	2015-16 Actual	2016-17 Actual	2017-18 Budget Estimated		2018-19 Rec'md Adopted	
Funding Sources						
50 - Local Transportation	48,583	50,018	53,270	53,270	88,270	88,270
Total Revenue	48,583	50,018	53,270	53,270	88,270	88,270
Department Expenditures						
Operations	68,738	44,034	46,080	46,080	79,925	79,925
Total Expenditures	68,738	44,034	46,080	46,080	79,925	79,925

City of Dunsmuir
Annual Budget

Fund: 50 - LOCAL TRANSPORTATION

Revenues	Prior Year	Current Year				Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated				
Dept: 000 GENERAL	Actual	Budget	Budget	June	Total	17-18 Req	18-19 Draft	18-19 Adopted	
4600.00 LOCAL TRANSPORTATION	50,018	0	53,270	12,734	0	53,270	53,270	53,270	
4620.00 STATE GRANT FUNDS	0	0	0	0	0		35,000	35,000	
GENERAL	<u>50,018</u>	<u>0</u>	<u>53,271</u>	<u>12,734</u>	<u>0</u>	<u>53,270</u>	<u>88,270</u>	<u>88,270</u>	
Total Revenues	<u>50,018</u>	<u>0</u>	<u>53,271</u>	<u>12,734</u>	<u>0</u>	<u>53,270</u>	<u>88,270</u>	<u>88,270</u>	
Expenditures									
Dept: 000 GENERAL									
7100.00 SALARIES	784	0	2,955	2,913	2,902	2,955	2,264	2,264	
7110.00 OVERTIME	0		58	0	0	58	58	58	
7130.00 FICA	60	0	226	223	222	226	226	226	
7140.00 PERS	99	0	308	246	248	308	308	308	
7145.00 CALPERS UNFUNDED LIABILITY	0	0	184	6	8	184	5	5	
7150.00 GROUP INSURANCE	408	0	1,578	1,247	1,232	1,578	1,578	1,578	
7160.00 WORKMAN COMP INSURANCE	204	0	276	276	276	276	5	5	
7180.00 DEFERRED COMP	0	0	60	28	28	60	60	60	
7475.00 TRANSIT ASSISTANCE	37,850	0	36,000	0	0	36,000	36,000	36,000	
7480.00 MANAGEMENT/ADM CHARGES	4,620	0	4,413	3,828	3,712	4,413	4,413	4,413	
8100.00 LIABILITY INSURANCE	5	0	10	10	13	10	5	5	
8100.10 SCORE ASSESSMENT	4	0	12	12	16	12	3	3	
8260.00 SIDEWALK IMPROVEMENT PROJECTS	0	0	0	500	0		35,000	35,000	
GENERAL	<u>44,034</u>	<u>0</u>	<u>46,080</u>	<u>9,289</u>	<u>8,657</u>	<u>46,080</u>	<u>79,925</u>	<u>79,925</u>	
Total Expenditures	<u>44,034</u>	<u>0</u>	<u>46,080</u>	<u>9,289</u>	<u>8,657</u>	<u>46,080</u>	<u>79,925</u>	<u>79,925</u>	
LOCAL TRANSPORTATION	<u>5,984</u>	<u>0</u>	<u>7,191</u>	<u>3,445</u>	<u>-8,657</u>	<u>7,190</u>	<u>8,345</u>	<u>8,345</u>	

Gas Tax

Fiscal Year 2018-2019

Revenues from the gas tax are apportioned by the State Controller and are provided for in *Streets and Highways Code* Sections 2103 to 2122. Funds are for; any street or road purpose, snow removal, and engineering costs and administrative expenses.

Fund: 58 - SB1 - Road Maintenance/Rehab		Prior	Current Year						
Revenues		Year	Original	Amended	Actual	Estimated			
Dept: 000 GENERAL		Actual	Budget	Budget	Thru	Total	17-18	18-19	18-19
					June		Req	Draft	Adopted
4601.00	SB1 - Section 2032 Revenue	0	0	9,410	4,554	0		27,608	27,608
	GENERAL	0	0	9,410	4,554	0	0	27,608	27,608
	Total Revenues	0	0	9,410	4,554	0	0	27,608	27,608
Expenditures									
Dept: 000 GENERAL									
8230.00	ROAD REPAIR PROJECTS	0	0	1	0	0		10,000	10,000
8260.00	SIDEWALK IMPROVEMENT PROJECTS	0	0	9,410	11,788	0		27,608	27,608
	GENERAL	0	0	9,411	11,788	0	0	37,608	37,608
	Total Expenditures	0	0	9,411	11,788	0	0	37,608	37,608
	58 - SB1 - Road Maintenance/Rehab	0	0	-1	-7,234	0	0	-10,000	-10,000
Fund: 59 - GAS TAX - 2103									
Revenues		Prior	Current Year						
		Year	Original	Amended	Actual	Estimated			
Dept: 000 GENERAL		Actual	Budget	Budget	Thru	Total	17-18	18-19	18-19
					June		Req	Draft	Adopted
4520.00	GAS TAXES	4,404	0	7,288	5,503	0	7,288	6,315	6,315
	GENERAL	4,404	0	7,288	5,503	0	7,288	6,315	6,315
	Total Revenues	4,404	0	7,288	5,503	0	7,288	6,315	6,315
Expenditures									
Dept: 000 GENERAL									
7100.00	SALARIES	605	0	3,524	3,819	3,809	3,524	2,965	2,965
7110.00	OVERTIME	0	0	69	0	0	69	69	69
7130.00	FICA	46	0	271	292	291	271	271	271
7140.00	PERS	75	0	369	339	341	369	369	369

City of Dunsmuir
Annual Budget

7145.00 CALPERS UNFUNDED LIABILITY	0	0	221	8	11	221	5	5
7150.00 GROUP INSURANCE	326	0	1,893	1,703	1,667	1,893	1,893	1,893
7160.00 WORKMAN COMP INSURANCE	100	0	331	332	332	331	5	5
7180.00 DEFERRED COMP	0	0	72	39	39	72	72	72
7480.00 MANAGEMENT/ADM CHARGES	456	0	658	572	555	658	658	658
8100.00 LIABILITY INSURANCE	1	0	17	14	19	17	5	5
8100.10 SCORE ASSESSMENT	3	0	20	17	23	20	3	3
GENERAL	1,612	0	7,445	7,135	7,087	7,445	6,315	6,315
Total Expenditures	1,612	0	7,445	7,135	7,087	7,445	6,315	6,315
59 - GAS TAX - 2103	2,792	0	-157	-1,632	-7,087	-157	0	0

Fund: 60 - GAS TAX 2105 - PROP 111

Revenues	Prior	Current Year						
	Year	Original	Amended	Actual	Estimated			
Dept: 000 GENERAL	Actual	Budget	Budget	Thru	Total	17-18	18-19	18-19
				June		Req	Draft	Adopted
4520.00 GAS TAXES	9,271	0	9,814	8,235	0	9,814	9,655	9,655
GENERAL	9,271	0	9,814	8,235	0	9,814	9,655	9,655
Total Revenues	9,271	0	9,814	8,235	0	9,814	9,655	9,655

Expenditures								
Dept: 000 GENERAL								
7100.00 SALARIES	1,210	0	2,118	3,365	3,366	2,118	2,118	2,118
7110.00 OVERTIME	1	0	81	0	0	81	81	81
7130.00 FICA	93	0	316	258	258	316	316	316
7140.00 PERS	154	0	333	296	298	333	333	333
7145.00 CALPERS UNFUNDED LIABILITY	0	0	258	11	15	258	5	5
7150.00 GROUP INSURANCE	642	0	2,209	1,511	1,498	2,209	2,209	2,209
7160.00 WORKMAN COMP INSURANCE	304	0	386	388	388	386	5	5
7180.00 DEFERRED COMP	0	0	84	34	34	84	84	84
7480.00 MANAGEMENT/ADM CHARGES	1,356	0	1,020	880	853	1,020	1,020	1,020
7620.00 VEHICLE FUEL	4,574	0	2,000	7,047	7,316	2,000	2,000	2,000
7980.00 CURB/SIDEWALK/ST PAINTING	1,190	0	1,000	1,123	0	1,000	1,000	1,000
8100.00 LIABILITY INSURANCE	11	0	13	20	27	13	5	5
8100.10 SCORE ASSESSMENT	11	0	15	23	31	15	3	3
GENERAL	9,546	0	9,833	14,956	14,084	9,833	9,179	9,179

City of Dunsmuir
Annual Budget

Total Expenditures	9,546	0	9,833	14,956	14,084	9,833	9,179	9,179
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60 - GAS TAX 2105 - PROP 111	-275	0	-19	-6,721	-14,084	-19	476	476
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Fund: 61 - GAS TAX 2106 - CONSTRUCTION

Revenues	Prior Year	Current Year							
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted	
Dept: 000 GENERAL	Actual								
4520.00 GAS TAXES	12,270	0	10,730	11,049	0	10,730	11,965	11,965	
GENERAL	12,270	0	10,730	11,049	0	10,730	11,965	11,965	
Total Revenues	12,270	0	10,730	11,049	0	10,730	11,965	11,965	
Expenditures									
Dept: 000 GENERAL									
7100.00 SALARIES	963	0	4,728	4,514	4,503	4,728	4,728	4,728	
7110.00 OVERTIME	0	0	92	0	0	92	92	92	
7130.00 FICA	74	0	362	345	345	362	362	362	
7140.00 PERS	124	0	493	391	394	493	493	493	
7145.00 CALPERS UNFUNDED LIABILITY	0	0	295	15	20	295	11	11	
7150.00 GROUP INSURANCE	497	0	1,206	1,978	1,947	1,206	1,206	1,206	
7160.00 WORKMAN COMP INSURANCE	304	0	442	440	440	442	11	11	
7180.00 DEFERRED COMP	0	0	96	45	45	96	96	96	
7300.00 PROFESSIONAL SERVICES	1,797	0	2,000	0	0	2,000	2,000	2,000	
7480.00 MANAGEMENT/ADM CHARGES	1,260	0	1,126	979	949	1,126	1,126	1,126	
7920.00 SUPPLIES/MATERIALS	408	0	0	994	656				
7940.00 TRAFFIC SIGN/REPAIR & REPLACE	1,264	0	1,500	779	0	1,500	1,500	1,500	
8100.00 LIABILITY INSURANCE	11	0	23	25	33	23	10	10	
8100.10 SCORE ASSESSMENT	7	0	26	30	40	26	6	6	
GENERAL	6,709	0	12,389	10,535	9,372	12,389	11,641	11,641	
Total Expenditures	6,709	0	12,389	10,535	9,372	12,389	11,641	11,641	
61 - GAS TAX 2106 - CONSTRUCTION	5,561	0	-1,659	514	-9,372	-1,659	324	324	

Fund: 62 - GAS TAX 2107 - MAINTENANCE

Revenues	Prior Year	Current Year							
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted	
Dept: 000 GENERAL	Actual								
4520.00 GAS TAXES	11,755	0	19,273	5,940	0	19,273	18,922	18,922	

City of Dunsmuir
Annual Budget

4525.00 TRAFFIC CONGESTION RELIEF	0	0	0	1,876	0			
5190.00 P/Y COST REIMBURSEMENT	-1,348	0	-1,348	0	0	-1,348	-1,348	-1,348
GENERAL	<u>10,407</u>	<u>0</u>	<u>17,925</u>	<u>7,816</u>	<u>0</u>	<u>17,925</u>	<u>17,574</u>	<u>17,574</u>
Total Revenues	<u>10,407</u>	<u>0</u>	<u>17,925</u>	<u>7,816</u>	<u>0</u>	<u>17,925</u>	<u>17,574</u>	<u>17,574</u>
Expenditures								
Dept: 000 GENERAL								
7100.00 SALARIES	1,568	0	7,683	7,184	7,175	7,683	6,979	6,979
7110.00 OVERTIME	0	0	150	0	0	150	150	150
7130.00 FICA	120	0	588	549	549	588	588	588
7140.00 PERS	209	0	800	635	639	800	800	800
7145.00 CALPERS UNFUNDED LIABILITY	0	0	479	39	52	479	27	27
7150.00 GROUP INSURANCE	812	0	1,960	3,195	3,143	1,960	1,960	1,960
7160.00 WORKMAN COMP INSURANCE	504	0	718	716	716	718	28	28
7180.00 DEFERRED COMP	0	0	157	73	72	157	157	157
7480.00 MANAGEMENT/ADM CHARGES	1,896	0	1,845	1,606	1,557	1,845	1,845	1,845
7740.00 STREET LIGHTING	3,221	0	0	179	0			
7940.00 TRAFFIC SIGN/REPAIR & REPLACE	6,676	0	5,000	0	0	5,000	5,000	5,000
8100.00 LIABILITY INSURANCE	31	0	60	67	89	60	25	25
8100.10 SCORE ASSESSMENT	13	0	70	78	104	70	15	15
GENERAL	<u>15,050</u>	<u>0</u>	<u>19,510</u>	<u>14,321</u>	<u>14,096</u>	<u>19,510</u>	<u>17,574</u>	<u>17,574</u>
Total Expenditures	<u>15,050</u>	<u>0</u>	<u>19,510</u>	<u>14,321</u>	<u>14,096</u>	<u>19,510</u>	<u>17,574</u>	<u>17,574</u>
62 - GAS TAX 2107 - MAINTENANCE	<u>-4,643</u>	<u>0</u>	<u>-1,585</u>	<u>-6,505</u>	<u>-14,096</u>	<u>-1,585</u>	<u>0</u>	<u>0</u>

Fund: 63 - GAS TAX 2107.5 - ENGINEERING

Revenues	Prior Year Actual	Current Year				17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Dept: 000 GENERAL								
4520.00 GAS TAXES	1,000	0	1,000	4,010	0	1,000	1,000	1,000
GENERAL	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>4,010</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total Revenues	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>4,010</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Expenditures								
Dept: 000 GENERAL								
7480.00 MANAGEMENT/ADM CHARGES	96	0	90	77	75	90	90	90
GENERAL	<u>96</u>	<u>0</u>	<u>90</u>	<u>77</u>	<u>75</u>	<u>90</u>	<u>90</u>	<u>90</u>
Total Expenditures	<u>96</u>	<u>0</u>	<u>90</u>	<u>77</u>	<u>75</u>	<u>90</u>	<u>90</u>	<u>90</u>
63 - GAS TAX 2107.5 - ENGINEERING	<u>904</u>	<u>0</u>	<u>910</u>	<u>3,933</u>	<u>-75</u>	<u>910</u>	<u>910</u>	<u>910</u>

City of Dunsmuir
Annual Budget

Fund: 64 - GAS TAX 2107.SR - SNOW
REMOVAL

Revenues	Prior Year	Current Year				Estimated Total	17-18 Req	18-19 Draft	18-19 Adopted
		Original Budget	Amended Budget	Actual Thru June					
Dept: 000 GENERAL	Actual	Budget	Budget						
4520.00 GAS TAXES	19,904	0	42,500	42,617	0	42,500	20,000	20,000	
5170.00 TRANSFERS IN	10,000	0	15,000	13,750	0	15,000	15,000	15,000	
GENERAL	29,904	0	57,500	56,367	0	57,500	35,000	35,000	
Total Revenues	29,904	0	57,500	56,367	0	57,500	35,000	35,000	
Expenditures									
Dept: 000 GENERAL									
7100.00 SALARIES	22,302	0	15,366	15,943	16,451	15,366	6,735	6,735	
7110.00 OVERTIME	8,943	0	300	108	143	300	300	300	
7130.00 FICA	2,390	0	1,176	1,227	1,269	1,176	1,176	1,176	
7140.00 PERS	3,006	0	1,601	1,406	1,460	1,601	1,601	1,601	
7145.00 CALPERS UNFUNDED LIABILITY	0	0	958	154	205	958	103	103	
7150.00 GROUP INSURANCE	14,926	0	8,204	6,603	6,570	8,204	8,204	8,204	
7160.00 WORKMAN COMP INSURANCE	2,020	0	1,435	1,436	1,436	1,435	108	108	
7180.00 DEFERRED COMP	193	0	313	158	161	313	313	313	
7300.00 PROFESSIONAL SERVICES	2,500	0	2,500	44	58	2,500	2,500	2,500	
7480.00 MANAGEMENT/ADM CHARGES	3,384	0	5,381	5,258	5,099	5,381	5,381	5,381	
7600.00 EQUIPMENT/REPLACEMENT < \$1000	2,799	0	1,500	21	29	1,500	1,500	1,500	
7610.00 EQUIP MAINT & RPLC	9,102	0	5,000	6,576	8,585	5,000	5,000	5,000	
7620.00 VEHICLE FUEL	4,295	0	3,000	1,580	684	3,000	3,000	3,000	
7630.00 VEHICLE MAINTENANCE	5,518	0	4,000	3,242	3,915	4,000	4,000	4,000	
7760.00 LEASES/RENTALS	2,827	0	2,500	0	0	2,500	2,500	2,500	
7920.00 SUPPLIES/MATERIALS	590	0	500	210	276	500	500	500	
8100.00 LIABILITY INSURANCE	495	0	240	269	359	240	96	96	
8100.10 SCORE ASSESSMENT	170	0	280	313	417	280	57	57	
GENERAL	85,460	0	54,254	44,548	47,117	54,254	43,074	43,074	
Total Expenditures	85,460	0	54,254	44,548	47,117	54,254	43,074	43,074	
64 - GAS TAX 2107.SR - SNOW REMOVAL	-55,556	0	3,246	11,819	-47,117	3,246	-8,074	-8,074	

RESOLUTION 2018-09

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR
ADOPTING THE 2018-2019 OPERATING BUDGET**

WHEREAS, the City of Dunsmuir adopts an operating budget which constitutes a fiscal and operating plan for the City; and

WHEREAS, the City Council of the City of Dunsmuir has reviewed and approved the staff-proposed operating budget for the 2018-2019 fiscal year; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Dunsmuir that it:

1. Adopts the City of Dunsmuir 2018-2019 Budget as introduced by staff June 21, 2018, and
2. Directs and authorizes the City Manager to:
 - A. Administer the Budget for 2018-2019
 - B. To provide these documents to the City Council and make them available to the public

IT IS HEREBY CERTIFIED that the foregoing Resolution 2018-09 was introduced and duly adopted by the City Council of the City of Dunsmuir at a regular meeting held on the 21st day of June 2018, by the following vote:

AYES: Shanta, Keisler, Spurlock, Deutsch, Craig
NOES: None
ABSENT: None
ABSTAIN: None



Mayor, Deutsch

ATTEST:



Deputy City Clerk Iskra