

**AGENDA FOR THE MEETING OF  
THE DUNSMUIR CITY COUNCIL**

**Join Via Zoom**

**Join URL:** <https://us02web.zoom.us/j/84424135442>

**Dial 1 669 900 6833**

**Meeting ID: 844 2413 5442**

**May 7<sup>th</sup>, 2020**

**CLOSED SESSION: None**  
**REGULAR SESSION: 6:00 pm**

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

- 1. CALL TO ORDER AND FLAG SALUTE**
- 2. ROLL CALL**
- 3. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**

Dunsmuir Parks and Recreation Update: Michael Rodriguez

- 4. PUBLIC COMMENT**

Regular City Council meetings are posted on the City's website to keep City residents informed of City Council actions and deliberations that affect the community. Meetings are scheduled to be televised on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month. Meetings that take place on dates other than the 1<sup>st</sup> and 3<sup>rd</sup> Thursday will not be televised.

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

- 5. COUNCIL AND STAFF COMMENTS**
- 6. COMMITTEE REPORTS**
- 7. APPROVAL OF MINUTES:** April 2<sup>nd</sup> Council Meeting
- 8. CONSENT AGENDA:**

- a. SB1 (RMRA road maintenance and rehabilitation account) Funding – Resolution Project List
- b. Resolution authorizing the creation of the Airport Advisory Ad Hoc Committee and Charter approval
- c. Resolution in support of a potential FAA grant award of approximately \$3m to rebuild the airport runway and apron- a no match grant

**9. PUBLIC HEARING: None**

**Public Hearing Protocol:**

- a. Mayor will describe the purpose of the Public Hearing.
- b. City Staff will provide the Staff Report.
- c. City Staff will respond to questions from the City Council.
- d. Mayor will open the Public Hearing.
- e. Citizens wanting to comment will come to the podium, provide the City Clerk with their name and address and provide their comments.
- f. Mayor will close the Public Hearing.

**10. OLD BUSINESS**

- A. Committee Appointments
- B. Airport Committee Report

**11. NEW BUSINESS**

- A. Discussion about funding for special events
- B. Discussion about funding for community promotions
- C. Letter to Governor regarding Covid 19 fiscal impacts to small cities

**12. FUTURE AGENDA ITEMS**

**Future Agenda Items are topics brought to the City Council for review and/or action. All dates refer to first introductions and can be altered due to time and priority levels.**

**13. ADJOURNMENT**

**Copies of this agenda were posted at City Hall, Dunsmuir City Library, Dunsmuir Park and Recreation District Office and at the Post Office on or before 6:00 PM May 4th, 2020.**

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

**CERTIFICATION**

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

*Wendy Perkins*

Wendy Perkins, Deputy City Clerk

05/01/2020

Date

**DUNSMUIR CITY COUNCIL**  
**Minutes**  
**April 2<sup>nd</sup> 2020**

**1. CALL TO ORDER AND FLAG SALUTE**

Virtual Zoom Meeting was called to order by Mayor Lucchesi at 6:12 p.m,

**2. ROLL CALL –**

Council members present: Arth, Bryan, Deutsch, Keisler, Lucchesi

Councilmembers absent: None

Staff present: Deputy City Clerk Wendy Perkins, Srgt Whetstine, CM Todd Juhasz, FD Blake Michaelsen, Manya Bryan.

**3. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**

Kory Hayden and Nikki Brown of SEDC

Update on response to COVID-19 epidemic and Small Business Administration Support Director of Discover Siskiyou

Kory and Niki provide update on the Discover Siskiyou Program which is pivoting to provide direct assistance to businesses in the area hit during the Covid-19 Crisis.

**4. PUBLIC COMMENT – None**

**5. COUNCIL AND STAFF COMMENTS - CM Juhasz mentions there will be a couple trees removed for sidewalk repair. There were some issues with our IT provider and we have been without office phones and had to change servers as we work with a new IT provider.**

Mayor asks for weekly comments on our website to be made available to the public.

Deutsch wanted to let everyone know that despite fact staff is working from home and that City Hall is closed to the public that we are trying to do business as usual as we work remotely. He thanks the City Staff for getting us through this.

Bryan wants to thank all the people in essential lines of work, the supermarket, gas stations, fire chief working extra hard through the lockdown. He is eager to help small businesses. First concern should be public safety. Encourage everyone to follow the governor's orders for social distancing.

Keisler wants to commend all the people in the local stores and Dunsmuir Super that stepped up to do deliveries. Penny's diner is still available to folks that phone ahead. All the restaurants making delivery of food available. He thanks those restaurants for keeping their staff safe and providing take out. Wants to commend those that are providing services to the elderly during the crisis. Shout out to the City Staff for doing a great job.

Arth – We are going to be dealing with Social Distancing in the months ahead. DHS perhaps not meeting again before school year is over. Mentions article in this week's paper which asks "What are you doing to stay safe?" A woman named April says she made her own mask, stay at home care package for her parents. Asks that DHS make up to 2000 masks. Encourages stay at home work.

Lucchesi – working with CM and Staff to get through initial stages of Covid-19 pandemic. Working on visioning Survey. We have around 86 respondents. Update on Mossbrae Falls trail project. We’ve put together a media campaign. Kamala Harris’ representative has been helpful to gain support for the project. We’re having issues with communicating with UP. We are trying to move forward as quickly as possible despite the Covid-19 crisis. Rico Tinsman Hazard mitigation: working with FEMA to provide assistance to the county to save us money in the long run.

Big Dave expressed concern with outsiders visiting Dunsmuir to see some of our sites, such as Mossbrae.

Arth asks when the last time we had any convos with UP.

Lucchesi says it was in January

CM Juhasz- Mentions we are being purposefully ignored by UP.

Arth – SF Chronicle writer Tom Steinstra did a 1 page article on March 15<sup>th</sup> mentioning “Hikers getting to Mossbrae Falls puts hikers at risk”. It’s obvious we need Mossbrae Trail, stresses we need safe access.

Sgt – Whetstine – Provides service report for Month of Feb. 514 patrol hours, which is well ahead of hours schedule. 189 total calls for service in Feb. 18 citations, 7 arrests, 1 felony booking. 8 Misdemeanor arrests.

6. **COMMITTEE REPORTS** – DPAC Chair: Lynda Scheben asks for input on DPAC future goals. She put out a Covid-19 newsletter which is also added to the City website. Has been staying in touch with both the state and county. Wants to give more public information about the stay at home guidelines. Encourage physical distancing. Also meeting weekly with Ben Whetstine and community care team to share information. Wants to include County members from Public Health department, health care providers and clinics, to provide regular updates for our citizens.

7. **CONSENT AGENDA:**

A. Check Register 2/28-3/20

B. Library MOU

C. Covid-19 Resolution 2020-04

D. Adoption of an Emergency Ordinance 566 to Prevent Evictions during Covid-19 pandemic

Motion to approve the amended items (Items A, B, C) Consent Agenda by Deutsch, second by Arth.

Voice Vote ON items A,B,C to adopt Consent Agenda.

AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None

5-0-0-0

Motion to approve item 7 D, Adoption of an Emergency Ordinance 566 to prevent evictions: by Deutsch, seconded Keisler

AYES: Bryan, Deutsch, Keisler, Lucchesi

NOES: NONE

ABSENT: None

ABSTAIN: Arth

4-0-0-1

**8. PUBLIC HEARING:** None

**9. NEW BUSINESS -** None

**10. OLD BUSINESS**

**A. Discussion of City response to Covid-19**

CM – Juhasz. We’ve suspended late fees on utilities, suspended code enforcement. The anti-eviction ordinance is in place. CA Dept. of tax and fee administration has offered 90 day extension of tax return. 90 day mortgage payment relief from all the major banks. No new foreclosures for 60 days. 1 year reprieve of businesses from paying sales tax with no penalties or interest. Disaster assistance loans are available from the State. State has also hired a slew of additional workers to process the increase in unemployment claims. City has better remote access to City Staff via new phone system and IT services.

Steven Bryan of Dunsmuir Community Resource Center mentions we have food on hand at the resource center for seniors, those that are home bound, disabled or food insecure.

Those that are interested in registering may dial Disaster 2-1-1 or contact the DCRC (530) 235-4400

Public Comment: Lynda Scheben – Wants to beef up our team and community supply system, Dunsmuir Community Health supplies, etc. Text “CORONAVIRUS” to Number 211211 to get Corona-Virus updates. Or go to Norcal211.org

Roll Call vote to send out a postcard mailer every 2 weeks (would be \$600 for 1200 mailers) to inform public and local businesses on resources which are accessible during the Covid-19 crisis.

Motion by Bryan to approve with cap of \$1000: Seconded by: Deutsch

AYES: Bryan, Deutsch, Keisler, Arth, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None

5-0-0-0

General consensus from council to establish a small business registry.

Bryan makes a motion for CM to approve budget of up to \$20,000 in purchases in order to respond to Covid -19 emergency (supplies for emergency personnel, PPE etc)

2<sup>nd</sup> by Keisler

AYES: Bryan, Deutsch, Keisler, Arth, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None

5-0-0-0

**B. City Priorities for next 3 to 6 months -**

**WHAT IS BEING ASKED OF THE CITY COUNCIL:**

Approval of staff priorities for the next three to six months.

**BACKGROUND/DISCUSSION:**

While responding to the needs of the community during this national emergency, staff is seeking approval of the top priorities for the City over the next three to six months. This list includes (in no particular order):

- Extension to the Clemens contract, while negotiating long-term agreement
- Setting up Microenterprise grants and loans with the CDBG money
- Union policy for employees as required for employees
- RFP for new water tank/open bids
- Rewriting muni code for Community Safety Officer. Many holes leaving City open to liability
- 2 year budget with 5 year projections
- Prior years accounting records finalized and closed
- Complete annual state report for drinking water
- Seek Cal OES Hazard Mitigation funds from state in response to Covid 19
- Get Waste Water III operator in place

Deutch motions to approve City Priorities for next to 3-6 months 2<sup>nd</sup> by Keisler

**ROLL CALL VOTE:**

AYES: Bryan, Deutsch, Keisler, Lucchesi

NOES: NONE

ABSENT: NONE

ABSTAIN: Arth

4-0-0-1

**11. FUTURE AGENDA ITEMS**

**12. ADJOURNMENT**

Meeting was adjourned at 8:55 p.m. by consensus

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Mayor Lucchesi

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05/07/2020

Date

*Wendy Perkins*

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Wendy Perkins, Deputy City Clerk



STAFF REPORT	
<b>RE:</b> SB1 (RMRA road maintenance and rehabilitation account) Funding – Resolution Project List	<b>MEETING DATE:</b> 5/7/20
<b>SUBMITTED BY:</b> Blake Michaelsen, Finance Director	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL:**

The City Council is being asked to adopt a new and revised Resolution 2020-xx to establish a project list in order to receive SB1 (RMRA Road Maintenance and Rehabilitation Account) funding in budget year 20/21.

**BACKGROUND/DISCUSSION:**

See below for original background/discussion language. New background/discussion is as follows - we need to revise our original approved resolution 2020-01 because that resolution had inaccurate dates. The “Road Rehabilitation” project had a timeframe of 10 years, which corresponds to the County STIP funding timeline. But for SB1 purposes, the resolution should reflect the timing of what the City intends to spend for the current fiscal year. Additionally, it is not needed to re-list projects. So, the original resolution is changed in the following ways;

1. Road Rehabilitation project timeframe is changed to July 2020 – June 2021 (old resolution showed a 10 year period)
2. Deleted all prior projects

Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017 was passed in order to address the significant multi-modal transportation funding shortfalls statewide and include accountability and transparency provisions. Per Streets and Highways Code Section 2034(a)(1), cities must submit to the Commission a proposed project list-adopted resolution each fiscal year prior to receiving fiscal year monthly apportionments from the State Controller’s Office. These funds are intended to be prioritized for expenditure on basic road maintenance and rehabilitation projects, and on critical safety projects.

The Public Works Director has reviewed and approves of the project list shown in the resolution.

**OPTIONS:**

Adopt the attached resolution, or provide direction to staff.

**FISCAL IMPACT:**

None  Yes Budgeted Item?  Yes  No

Budget Adjustment Needed?  Yes  No If yes, amount of appropriation increase:

Affected fund(s):  General Fund  Water OM Fund  Sewer OM Fund  Other: SB1 Funds – Fund 58

**Comments:** The SB1 funding is expected to be received and reflected in FY 20/21 budget.

**SUGGESTED MOTIONS:**

Move to adopt Resolution No. 2020-xx to adopt a project list to receive SB1 funding in FY 2020/2021 in the amount of \$31,163.

**Attachments:** Resolution No. 2020-xx, Resolution adopting a list of projects for fiscal year 2020-21 funded by SB1: The Road Repair and Accountability Act of 2017

**RESOLUTION NO. 2020-XX**

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2020-21 FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Dunsmuir are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City of Dunsmuir must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City of Dunsmuir, will receive an estimated \$31,163 in RMRA funding in Fiscal Year 2020-21 from SB 1; and

**WHEREAS**, this is the fourth year in which the City of Dunsmuir is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the City of Dunsmuir has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the City of Dunsmuir used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City of Dunsmuir maintain and rehabilitate 1 mile of streets/roads throughout the City this year and many similar projects into the future; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in an "at-risk" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a better "at-risk" condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the City Council of the City of Dunsmuir, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2020-21 Road Maintenance and Rehabilitation Account revenues:

**Project Title:** Street Rehabilitation

**Project Description:** Rehabilitate various streets according to report from PACE Engineering and 2017 Pavement Management Plan. This will include

**Project Location:** Gray, Fourth, Branstetter, Shasta View, Wood, Deer Haven, Timber, Pine, Allen, and Hill

**Estimated Project Schedule:** Start July 2020 – Completion June 2021

**Estimated Project Useful Life:** 40 years

**PASSED AND ADOPTED** by the City Council of the City of Dunsmuir, State of California this 7<sup>th</sup> day of May 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Juliana Lucchesi, Mayor

ATTEST: \_\_\_\_\_

Wendy Perkins, Deputy Clerk



# CITY OF Dunsmuir

<b>STAFF REPORT</b>	
<b>RE:</b> Authorization for the Establishment of an Airport Advisory Ad Hoc Committee and Associated Charter	<b>MEETING DATE:</b> 5/7/2020
<b>SUBMITTED BY:</b> City Manager	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL:**

Motion to approve, amend and approve, or deny the for establishment of an Airport Advisory Ad Hoc Committee via resolution. If the establishment of said aforementioned Committee is approved, the establishment of an associated charter (attached) should also be considered for approval.

**BACKGROUND/DISCUSSION:**

The Airport Committee has been operating as an informal committee without a formal charter. The attached resolution establishes a formal Airport Advisory and Ad Hoc Committee. Should Council choose to approve the formation of a formal committee, charter language is also attached for review and approval.

**OPTIONS:**

Approve, amend, or reject the formal establishment of an Airport Advisory Ad Hoc Committee and the establishment of an associated charter.

**FISCAL IMPACT:**

None  Yes Budgeted Item?  Yes  No

Budget Adjustment Needed?  Yes  No

Affected fund(s):  General Fund  Water OM Fund  Sewer OM Fund  Other:

**Comments:**

**SUGGESTED MOTIONS:** Approve Airport Committee Charter via resolution.

**Attachments:**

**RESOLUTION 2020-XX**  
**RESOLUTION OF THE CITY COUNCIL**  
**OF THE CITY OF DUNSMUIR AUTHORIZING THE CREATION OF THE**  
**AIRPORT ADVISORY AD HOC COMMITTEE**

**WHEREAS**, the City of Dunsmuir owns and manages a municipal airport within City Limits; and,

**WHEREAS**, the airport serves as critical infrastructure to transportation and natural disaster response; and,

**WHEREAS**, the City of Dunsmuir has accepted liability associated to the airport and its management under the Federal Aviation Administration (FAA); and,

**WHEREAS**, in order to effectively manage the airport, meet Federal mandates and regulations an Airport Advisory Ad Hoc Committee should be created; and,

**WHEREAS**, the purpose of this committee is to advise the City Council on matters related to airport facility management; and,

**THEREFORE, BE IT RESOLVED**, the City Council of the City of Dunsmuir determines that the Airport Advisory Ad Hoc Committee (AAC) shall have responsibilities, duties, membership, and organizational features as described below:

1. NAME

The name of the committee shall be the Airport Advisory Ad Hoc Committee (AAC).

2. PURPOSE

The purpose of the Airport Advisory Ad Hoc Committee is to advise the Dunsmuir City Council on airport management.

3. MISSION

The mission of the Airport Advisory Ad Hoc Committee is to manage the municipal airport in a way that meets Federal regulations and serves as an asset to the City of Dunsmuir.

4. GOALS

The goals of the committee shall be set by the City Council with consultation from City Staff and the Committee annually.

5. QUALIFICATIONS

Committee members shall be City Council members.

6. COMPOSITION OF COMMITTEE

The Committee shall be an Ad Hoc to the City Council and make up of two (2) Council members. The City Manager may assign appropriate staff to assist the committee, schedule meetings, and take meeting minutes.

7. TERM OF OFFICE

The Committee members shall be appointed and/or renewed on an annual basis in July of each calendar year.

8. MINUTES

The City Staff assigned to the committee; unless another member elected to take the minutes at each meeting.

9. MEETINGS

Meetings shall be held at least quarterly at a consistent time and date each month in a consistent location. The exact dates, times, and location(s) shall be reported to the Deputy City Clerk at the beginning of the calendar year for that entire calendar year. The Committee members may call a special meeting at any time. Notice of all meetings must comply with Government Code Section 54956.

10. RALPH M. BROWN ACT

Although the Ad Hoc Committee format does not require compliance with the Ralph M. Brown Act, the Airport Advisory Ad Hoc Committee shall conduct themselves in such a way as to publicly advertise the meeting agenda at least 72 hours in advance of a regular meeting, at least 24 hours in advance for a special emergency meeting, allow public comment related to items on the agenda and under the committee's purview, and keep meeting minutes for public review.

11. REMOVAL OF MEMBERS

All committee members serve at the pleasure of the City Council.

12. REPORTING

A representative of the committee shall make a presentation or submit a written report to the City Council concerning the committee's activities and progress after each committee meeting.

**THEREFORE, BE IT RESOLVED**, this Resolution of the City Council of the City of Dunsmuir shall institute the Airport Advisory Ad Hoc Committee (AAC) and govern the operations of the committee hereafter.

The foregoing Resolution was approved and adopted at a regular meeting of the City Council of the City of Dunsmuir on the XX day of XXXX 2020 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**DATED**

**ATTEST:**

**CITY OF DUNSMUIR**

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**Wendy Perkins, City Clerk**

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**Juliana Lucchesi, Mayor**

**CITY ATTORNEY**

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**John Kenny, City Attorney**



# CITY OF Dunsmuir

STAFF REPORT	
<b>RE:</b> Authorization to sign an FAA grant for the reconstruction of the airport runway and apron	<b>MEETING DATE:</b> 5/7/2020
<b>SUBMITTED BY:</b> City Manager	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL:**

Approval for the City Manager to execute an FAA grant on behalf of the City and to execute any documents necessary for the City to receive and implement this grant.

**BACKGROUND/DISCUSSION:**

The City of Dunsmuir is likely to receive a CARE’s Act Grant from the Federal Aviation Administration (FAA) to be used for the reconstruction of the runway and apron at Dunsmuir’s Mott Airport. Typically, upon announcement of a grant the FAA requires execution of grant documents within 48 hours. As such, the City Manager (Airport Manager) needs the ability to accept a grant from the FAA upon notice of intent to award and the ability to execute any other documents associated with the acceptance of said grant funds.

**OPTIONS:**

Approve, amend, or reject the ability of the City Manager to sign FAA grants and related docuemnts

**FISCAL IMPACT:**

None  Yes Budgeted Item?  Yes  No

Budget Adjustment Needed?  Yes  No

Affected fund(s):  General Fund  Water OM Fund  Sewer OM Fund  Other:

**Comments:**

**SUGGESTED MOTIONS:** Approve Airport Committee Charter via resolution.

**Attachments:**

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR IN  
ACCEPTING A FAA GRANT TO REPAIR THE DUNSMUIR AIRPORT RUNWAY**

**WHEREAS**, the City of Dunsmuir is likely to receive a CARE's Act grant from the Federal Aviation Administration (FAA) to be used for the reconstruction of the runway and apron at Dunsmuir's Mott Airport; and

**WHEREAS**, the City Manager (Airport Manager) needs the ability to accept a grant from the FAA within 48 hours of notice of intent to award and the ability to execute any other documents associated with the acceptance of said grant funds; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Dunsmuir agrees to accept the FAA Grant to repair the runway and apron; and,

**FURTHER RESOLVED** that because FAA will require prompt acceptance from the City if this grant is awarded, the City Manager is authorized to execute the grant on behalf of the City and to execute any documents necessary for the City to receive and implement this grant. 2020, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**DATED:**

ATTEST:

\_\_\_\_\_  
Juliana Lucchesi, Mayor

\_\_\_\_\_  
Wendy Perkins, City Clerk

## **Airport Committee Report**

Meeting held Thurs. April 23, 2020, 4PM

The Airport Committee met to discuss Committee Charter, CARES Act airport funding, Finance Committee recommendation points, and receive an update on the Airport Layout Plan. The Airport Committee does not have an approved Charter on whether it should be a Brown Act committee, ad hoc, or disbanded to be a City Staff function. The Committee recommended the formation of an ad hoc to assist the City Manager and give Council recommendations on airport management. The resolution will be brought to City Council for discussion and action.

The Committee reviewed and discussed the possible funding sources from the CARES Act. The Act allows the City of Dunsmuir to file for a \$20,000 grant for airport function support. City Manager Juhasz received support from the committee to apply for the grant. The paperwork has been filed.

The Committee reviewed the Finance Committee recommendations that came with the adoption of the Fiscal Year (FY) 19-20 budget. The recommendation and committee discussion and recommendations are as follows:

**1. Clarify legal status of airport fund/enterprise and any assets associated with the airport**

The fund is considered an enterprise fund for the City. City Staff advised that it could be an either-or situation. City Staff and Committee recommend that it stays an enterprise fund.

**2. If legal, execute promissory note for airport fund to pay back general fund dollars**

The Airport Fund owes approximately \$85,000 to the General Fund. City Staff and Committee recommend keeping the \$85,000 deficit in the Airport Enterprise Fund. With current revenues from hangar fees, rents, and state allocations the deficit could be paid back in a 10 to 15 year solvency plan.

Due to the CARES Act, the FAA has waived the City's local match for the two grants to replace the runway and widen the apron. This would free up the grindings from the runway project to be sold for a profit. The conservative estimate for the grindings is \$70,000 to \$130,000. These grindings can also be used as a match for other City roadway projects. The Committee gave City Staff direction to approach other entities to see what price we could get and if there is interest. If we are able to sell the grindings for a profit the solvency plan is dropped to a 2 year timeline.

**3. Separate assets not essential to airport**

Airport Layout Plan does designate areas that are non-aviation related. The separate assets are assumed to be the City parcel adjacent to the airport. City Staff recommend waiting until the City's planning Contractor is available to complete zoning and lot line adjustments before making a recommendation as to designate the back lot aviation or non-aviation.

**4. Develop operational plan that reasonably predicts solvency**

See point 2 discussion and recommendations.

**5. Spend absolute minimal amount on grants until operational plan is adopted**

Council has approved no spending on the airport planning contractor. The two upcoming grants have funds planned out to reimburse the contractor for their current time and future activities related to the runway and apron projects.

The Finance Committee related items will be relay back to them for discussion and other items will be brought to Council when decision is needed.

Finally, the Airport Layout Plan has been approved by the Federal Aviation Administration (FAA). The approved plan has now put the City in the best position possible to leverage grants and receive more funding. No action from the Committee or Council is needed at this time.

# CITY OF DUNSMUIR

"Home of the Best Water on Earth"



May 7<sup>th</sup>, 2020

Honorable Gavin Newsom  
Governor, State of California  
State Capitol  
Sacramento, CA 95814  
VIA E-mail: [ExternalAffairs@gov.ca.gov](mailto:ExternalAffairs@gov.ca.gov)

Dear Governor Newsom:

The City of Dunsmuir thanks you for your leadership and efforts to protect and support Californians during this unprecedented public health crisis. Cities remain on the front line helping residents stay safe and in their homes, delivering emergency services, and supporting local businesses and community organizations. However, as emergency costs continue to grow, city revenues to fund local services are plummeting. COVID-19 is having devastating impacts on city budgets and services statewide.

Based on the League of California Cities analysis, California cities are projecting a nearly **\$7 billion general revenue shortfall** over the next two fiscal years. This shortfall will grow by billions of dollars if stay-at-home orders to protect public health extend into the summer months and beyond.

The City of Dunsmuir projects that these shortfalls will impact our core city services, including police, fire service, emergency management, and planning and housing. Lay-offs or furloughs are also a real possibility, which will further impact core city services for residents, as well as the employees.

Since the beginning of the COVID-19 crisis, the City of Dunsmuir has stepped up to protect and serve our community. The Wastewater and Water Departments have worked diligently to adhere to guidelines established by the State Water Resources Control Board. The Public Works Department has increased their cleaning and disinfecting practices to keep citizens safe. The necessary measures our city has taken are costly. In order to continue to be a full partner with the state in saving lives, protecting our communities, and ultimately recovering from this crisis, **we need your help.**

The City of Dunsmuir is calling on you to immediately support the following actions:

- Establish at least a \$7 billion city revenue stabilization fund for direct aid to all cities to address the general revenue shortfall over the next two fiscal years;

# CITY OF DUNSMUIR

"Home of the Best Water on Earth"



- Allocate a share of the State's \$8.4 billion CARES Act funding for cities with populations under 500,000 to support COVID-19 expenses; and
- Create a COVID-19 financing vehicle that all cities can access to support immediate cash flow needs.

The City of Dunsmuir appreciates your consideration of our requests and look forward to further discussing in the coming days how together we can continue to best protect Californians and reopen our economy. Thank you again for your leadership and partnership during these uncertain times.

Sincerely,

Juliana Lucchesi  
Mayor  
City of Dunsmuir

Cc: Senator Brian Dahle  
Assembly Member Megan Dahle  
Charles Anderson, League Regional Public Affairs Manager, [canderson@cacities.org](mailto:canderson@cacities.org)  
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