



Home of the Best Water on Earth

City of Dunsmuir

Budget 2020-2022

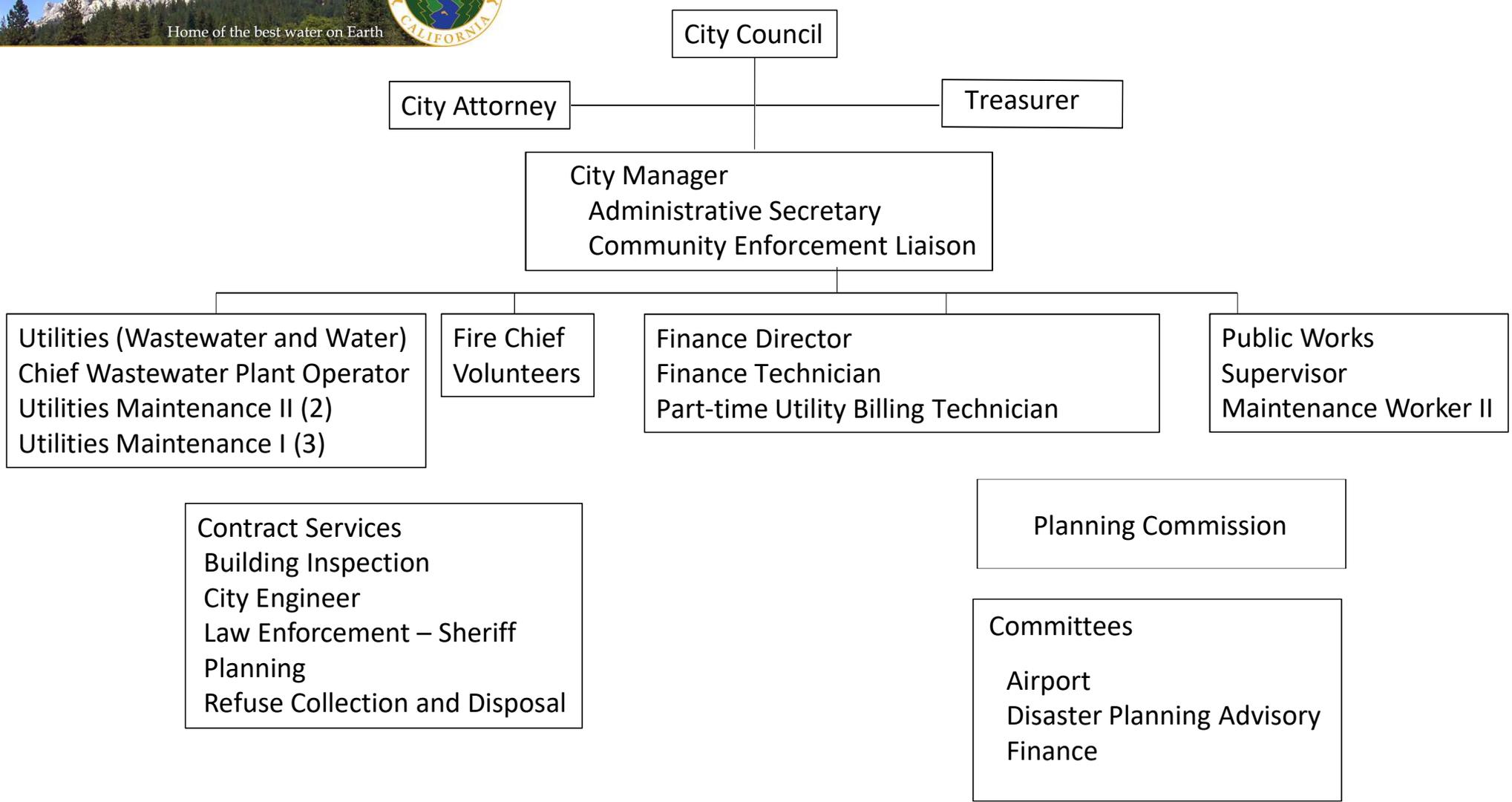


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City of Dunsmuir Organization Chart



A scenic view of a mountain town with autumn foliage and a building with a 'C.A.' sign.

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 2020-2022

The City Council to adopt the following goals;

- Improve infrastructure based on needs identified in 2018-2019
- Continuously monitor and improve sidewalks when financial resources are available
- Investigate options for improving law enforcement coverage
- Continue fulltime code enforcement including vigorous work towards compliance with the vacant and distressed building ordinance
- Use planning to further economic development goals. Use awarded grant funds to revamp fee structure to better cover hourly rates for the city planner and code enforcement officer
- Revise bail structure for code enforcement to bring in-line with recently adopted state rates
- Work towards restoring and expanding the tax base post pandemic
- Improve community disaster preparedness and emergency response
- Improve and support tourism offerings in the City through financial allocations and City support

Goal Outcome

Improve Infrastructure

Continue major infrastructure improvements to include: the downtown tank replacement project, sewer and water delivery system upgrades, and the Mossbrae Springs delivery system through a combination of USDA grants and loans as well as through an IRWM grant. Continue to seek grants to further upgrade the City's sewage treatment plan and water delivery.

Reconstruct the airport runway in 2020 with an FAA Grant and "dust-off" the ALP plan to be used to seek another no match grant, should the FAA release another notice of availability of CARES Act Grant funds.

Sidewalks

In 2017 the City Council approved the use of four types of deciduous trees to be planted along sidewalks throughout Dunsmuir that do not cause "root heaving" of sidewalks.

The sidewalk/bus stop project was completed.

The Public Works Department leveled and re-laid pavers surrounding tree wells and, in conjunction with the County Public Works Department, replaced 3 sections of sidewalks.

Roads

The Public Works department has been completing street crack fill utilizing the City's gas tax funds. The County is renewing a pavement management study countywide.

Investigate options for improving law enforcement

City of Dunsmuir
Annual Budget

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

The committee formed to negotiate the contract will continue to meet with the Sheriff's office to maintain high levels of communications. Explore ways to save money during contract negotiations.

Investigate options for improving code enforcement

The Code Enforcement position has been filled. The Code Enforcement officer has moved to abate problem properties using the Nuisance Abatement provision of municipal code, and is enforcing the Hazardous Vegetation Ordinance to reduce fuel loads on private properties. The City has identified vacant and distressed buildings and will vigorously enforce the related Vacant and Distressed Building Ordinance once Phase 3 of the statewide post-Covid 19 reopening has commenced.

Create greater financial resiliency and improve reserves

The Water and Sewer fund have plans in place to maintain reserves. The General fund has a reserve but needs a plan for maintaining or increasing reserve and funding capital projects. Continue to seek a viable income generating land use at the airport to address Airport Enterprise Fund insolvency.

Improve community disaster preparedness and emergency response

Continue current work on completing the Local Hazard Mitigation Plan and consolidating it with Siskiyou County's Plan. Continue to support the Dunsmuir Fire Safe Council.

Improve and support tourism offerings in the City

Continue to work with SEDC on their Countywide work on tourism promotion and economic resiliency during major disruptive events (e.g. pandemic, fire, earthquakes, others).; Continue Community Promotions funding as feasible.

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June 30, 2020

Honorable Mayor and City Council:

In accordance with the Dunsmuir Municipal Code Section 2.08.030 G, the following represents the preliminary budget recommended by staff with proposed amendments made during the adoption process by the Finance Committee and the City Council for 2020-22. This is the first time the City of Dunsmuir is adopting a two-year budget. City staff met with the City Manager and the Finance Director to develop their list of requests for assets needed to meet the needs of their areas of operations. Based on the best information available during this time, preliminary information was shared with the Finance Committee and then presented to City Council for their consideration as a financial plan framework. Within this two-year budget, the City faces deficits in both years, much of which is due to the impacts of Covid 19 on the local economy as well the first time inclusion of costs related to the replacement of large capital equipment.

As mentioned, businesses and households have been shut down for a little more than three months in response to the global pandemic. As expected, sales tax revenue has dropped significantly and the Transient Occupancy Tax levied against entities that provide lodging in Dunsmuir dropped to nearly zero during this period. What has resulted is a significant negative impact to the upcoming budget. This will require us to dip into the City's 'rainy day fund' or reserves. Typically, a City attempts to operate with at least a 20% reserve in case it faces an unexpected event like the one we're currently facing. Based on the proposed budget and with the inclusion of a conservative forecast of a continued decrease in revenue, we are expected to run a reserve of approximately twelve percent in FY 20-21. It is staff's recommendation that we take another look at the budget at the end of the season and readjust the forecast based on how Dunsmuir has fared during the 2020 tourist season. As a side note, early in the season, Dunsmuir is doing unexpectedly well with lodging full through September. However, this budget does not account for the potential for a second mandated shutdown due to a resurgence of the Coronavirus.

In adopting this budget, the City Council also included the following goals and objectives for the years 2020-22:

1. Investigate and pursue a new or increased Transactions and Use Tax through a general tax measure to be included in the November 2020 election. Should the measure pass, it will be dedicated to the general fund to pay for increasing law enforcement costs, animal control, continued community promotions funding, establishing a proactive grant writing program, and the maintenance of a healthy general fund balance/reserve. Should the measure fail, the City will face additional years without the revenue needed to cover ever increasing costs and *the City will continue to see ever expanding deficits. In turn, this would likely result in further cuts to vital services.*
2. Investigate solutions to reduce or eliminate Children's Park expenses by moving it to adjacent City owned property;
3. Review indirect cost allocation account;
4. Investigate any and all options to solidify a new contract for solid waste collection and removal early in the 2020-22 budget cycle. In the meantime, the City passed a one-year extension to the current solid waste contract;

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5. If legal, execute a promissory note for the Airport Fund to pay back the General Fund;
6. Continue negotiations with the Dunsmuir Rod and Gun Club and seek a competitive rent rate or exercise the lease's severability;
7. Explore development opportunities at the Airport;
8. Develop an operational plan that reasonably predicts solvency for the Airport Fund;
9. Spend the absolute minimum on the airport until an operational plan is adopted;
10. Use County inmates with required community service debts for cemetery upkeep and terminate the current maintenance contract;
11. Determine ways to cut rent expenses on the City parking lot to the north of City Hall and try to strike a deal with UP for the use of their overflow lots;
12. Revisit assumptions for cannabis revenue now that we have one business license for cultivation, manufacturing, and distribution, a second entity with a retail license, and the issuance of another retail license pending;
13. When feasible, continue to develop cost recovery plans for planning to include; SB2 Funds, LHMP Funds; fees for zoning/planning services for businesses and individuals;
14. Plan on using reserves or "rainy day" fund while we recover from the statewide shutdown. Should the State close for a second time, consider furloughs
15. Stop SCED services for FY 20-21. Reevaluate for FY 21-22
16. Complete the Mossbrae Trail

The General Fund is the most volatile of City funds. As presented today, it is projected to operate at a negative balance of \$50,000 for the 20-21 fiscal year, and a negative balance of \$25,000 for the 21-22 fiscal year.

The single largest expenditure in the General Fund continues to be for law enforcement. The memorandum of understanding with Siskiyou County and the Sheriff's office was renewed with a significant increase in cost per hours of service and overtime costs. The total estimated expenditure reflects a reduction in patrol hours to compensate for increased hourly costs.

\$55,000 is estimated for tax proceeds from cannabis operations. Cannabis permit applications have increased and at the time of this writing the City has issued its first two cannabis business permits and is close to issuing a third. There is a medical retail use permit that has been in operation for some time that will need a commercial business permit and a new state license to operate. There is a tax rate to be applied when these businesses begin operations under state law and Dunsmuir ordinances.

The water bottling facility owned by the City is under lease and rents are being received along with proceeds paid by the commercial entity. The initial lease amounts were smaller than expected but future lease payments will reflect those received by a previous operator.

A new full-time code enforcement position has been filled. When possible, in the future, staff strongly recommends additional manpower in the public works operation. The public works allocation of manpower has been down a full position for about 5 years. The prior year budget (18-19) did provide for a ½ time code

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enforcement and a ½ time public works position. During the year a full-time position became available in the water department and the incumbent applied for and was appointed to that position.

Utility funds include water, sewer, and solid waste enterprises. All have had five-year plans adopted by the City Council and rates were adjusted after Proposition 218 elections. The budget includes the recommendations from the five years plans. Also included is a new contract position for a Grade III Wastewater Chief Plant Operator. This position has been filled at a significantly lower rate than what we have been paying PACE Engineering and what had been budgeted for a full-time City staff position. This position was called for in a rate study and in State Board evaluations of Dunsmuir operations.

New sewer rates were implemented as of July 1, 2019. Flat rate fees have increased and commercial rates are to be based on winter usage. The operating deficit in the sewer utility fund will be eliminated by transferring some assets from the Sewer Improvement Fund into the Sewer Enterprise Fund. A balance will be maintained in the Improvement Funds to pay long term indebtedness (bonds) incurred over the many years of sewer system operations. Anticipated fund balances in the Operations Fund will be transferred back into the Improvements Fund each year. Capital improvements to the collection system and to the plant are to be done during the next five fiscal years. Much of the capital work anticipates grant assistance.

In the Water Department, water rates have reached their highest increment according to the five-year plan adopted two years ago. A new position was added to this department in 18-19 but no additional positions are requested. The major projects in process include a new water tank as well as improvements to water main lines serving this tank. Funding for this project are expected from grant sources supplemented by low interest USDA loans. Bond Counsel has been hired using USDA grant dollars for general grant management and for the issuance of "Certificates of Participation." An additional project of high priority includes improvements to the collection and transmission system at the Mossbrae Source Springs. The pipes have reached their functional life span and need to be replaced. Grants and loans are being pursued for this work.

Solid Waste operations will continue under the current contract. City Council has authorized the City Manager to negotiate a new contract/arrangement with either the current waste hauler or from a bidder with a more attractive proposal. Current rates along with a proposed increase was approved by voters during a Proposition 218 election. Any new contract should address the possibility of a franchise fee to pay for inevitable cost increases along with desired additional services such as green waste and recycling, if financially feasible.

Tauhindauli Park continues to be maintained by the Parks District with that contract funded through the annual allocation received from the Endowment Fund.

The Airport Fund continues to operate in a deficit. There are several plans being discussed to provide for long term financial health of the Airport Fund, but none of immediate impact other than the recent increase in hangar fees. The Airport Committee continues to provide valuable guidance regarding suggested operations. The new Airport Layout Plan will provide engineering and construction guidance for future operations and the City has just been awarded an FAA Grant to reconstruct the runway which may lead to a

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positive annual cash flow position. The largest untapped opportunity remains the development of the property to the east of the airport with lease revenue providing income for the Airport Fund. This development depends on gaining exclusive rights over a working well to the northwest of the airport and/or developing a pumped water supply.

In this budget it is recommended that the City use Gas Tax Funds for several sidewalk projects. These funds have off-set staff costs in the past. A specific project list has yet to be developed but will be presented to City Council prior to initiation of any work.

The Fire Chief's truck was replaced with a newer vehicle bought at auction through fund 70 – the Fire Assessment Fund.

The Butterfly Bridge Project continues to move forward with assistance from the Siskiyou County Public Works Director who is managing the federal grant received by Caltrans. Preliminary design and construction work are currently underway through a contract with Jacobs Engineering. The City is anticipating the completion of this project within the next two years.

The introduction of a Transactions and Use Tax (TUT) will be placed on the November 2020 Ballot. The current ½ cent sales tax sunsets in 2026. The Finance Committee has assumed the lead role in pursuing the increase through the County ballot process.

This is the first year that the General Fund includes a Capital Improvement line item in the budget. In the past, the cost of equipment replacement or major repairs of vehicles or other capital assets have not been reflected in the budget. In the spirit of true transparency and with the recommendation of the City Auditor, the City has added a line item for these anticipated costs.

The City had several years in which claims were brought before the City and resolved through insurance disbursements. The City continues to pay for the cost of these claims through payments to SCORE, our risk management group. Lately there have been relatively few claims filed. If the trend continues, the City will eventually eliminate our debt to SCORE. This should lead to a reduction in annual premiums.

Payments received towards the fulfillment of CDBG and EDBG loans continues and will be used to fund program deficits as well as provide opportunities to use some of the funds for eligible uses (e.g. Dunsmuir Community Resource Center). New grant awards from CDBG or EDBG will require the creation of a new micro-enterprise grant and loan program. This work is underway and will be designed to provide maximum flexibility towards helping our small business community (e.g. tenant improvements, storefront grants, EDBG Loans).

Staff thanks the City Council for the opportunity to share our thoughts and recommendations for fiscal years 2020-2022.

2020/2021 Personnel Budget

Position	City	Finance	Fin.	Admin	Utilities	Pub Works	Pub Works	CSL	Pub Util	Pub Util	Pub Util	Pub Util	Pub Util	Pub Util	Fire	Fire	TOTAL
	Manager	Director	Asst.	Asst.	Clerk	Sup	MWI		UMII	UMII	UMIII	UMI	UMI	UMI	Chief	Dept	
<i>Incumbent</i>																	
<i># of part time or volunteers</i>																	
Salaries Regular	110,000	69,883	47,305	46,173		59,078	48,865	35,010	62,355	58,275	60,000	46,563	44,480	44,737	60,245		792,970
Salaries Part Time	-	-		-	21,829		-	-		-	-	-			10,670		32,499
FICA	8,415	5,346	3,619	3,532	1,670	4,519	3,738	2,678	4,770	4,458	4,590	3,562	3,403	3,422	4,609	816	63,148
PERS employer	8,505	5,403	3,658	3,570	1,688	6,194	5,123	2,707	6,537	6,110	6,290	4,882	3,439	3,459	7,858		75,423
Life Insur.	155	45	45	74	-	409	104	409	441	155	-	409	45	45	409	-	2,743
Health Insur.	23,342	16,928	16,928	7,760		23,342	23,342	7,760	16,928	23,342	23,342	16,928	7,760	23,342	7,760		238,803
Workers Comp	1,959	1,245	843	822	389	7,871	6,511	4,665	8,308	7,764	7,994	6,204	5,926	5,960	7,667	20,143	94,271
Deferred Comp.	2,200	1,398	946	923	-	1,182	977	700	1,247	1,166	1,200	931	890	895	1,205	-	15,859
Personnel Total	154,576	100,248	73,343	62,855	25,575	102,594	88,661	53,929	100,586	101,270	103,416	79,478	65,942	81,860	89,753	31,629	1,315,717
SCORE share Liability	10,337	6,704	4,905	4,203	1,710	6,861	5,929	3,606	6,727	6,772	6,916	5,315	4,410	5,474	6,002	2,115	87,987
ERMA	775	503	368	315	128	514	445	270	504	508	519	399	331	410	450	159	6,597
SCORE Assessment	4,699	3,048	2,230	1,911	778	3,119	2,695	1,640	3,058	3,079	3,144	2,416	2,005	2,489	2,729	962	40,000
PERS Unfunded Liability	12,835	8,154	5,520	5,388	2,547	6,893	5,702	4,085	7,276	6,800	7,001	5,433	5,190	5,220	7,030	1,245	96,319
General Fund																	1,546,620
City Manager - 502	25%	5%		15%													37,920
City Clerk - 503	5%			35%													21,661
Planning - 506	5%			20%													14,735
Finance - 507	5%	45%	38%		10%												57,106
Code Enforcement - 509	10%							85%									40,759
Fire - 510															100%	100%	70,915
Streets - 513	5%	5%				46%	31%										51,318
Buildings/Grounds - 514						46%	31%										42,324
Tauhaindauli Park - 14						1%	1%										1,079
Waste Water - 20	15%	15%	20%	10%	30%			5%	75%	25%	100%	50%	5%	95%			238,700
Solid Waste - 25	10%	10%	20%	10%	30%	5%	5%										44,013
Water - 30	15%	15%	20%	10%	30%		30%	5%	25%	75%		50%	95%	5%			191,089
Airport - 40	5%	5%	2%			2%	2%	5%									13,850
Check sum	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	825,468

Governmental Funds

Fiscal Year 2020-2022

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.

Cannabis (Dept: 420)

This Department is used to track revenues and expenditures related to the Cannabis tax.

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 Funds (59, 64)

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. Fund 64 is specifically used for revenue and expenditures related to the removal of snow.

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.

City of Dunsmuir
Annual Budget

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.

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

	18/19	19/20	20/21	21/22
Revenues	Actual	Budget	Budget	Budget
4100.00 SECURED & UNSECURED TAXES	293,898	293,432	293,500	300,000
4120.00 SALES & USE TAX	144,538	155,000	125,000	150,000
4125.00 TRANSACTION & USE TAX	111,359	110,000	90,000	110,000
4130.00 TRANSIENT OCCUPANCY TAX	166,684	155,000	125,000	150,000
4140.00 FRANCHISES	37,088	40,000	38,000	38,000
4150.00 BUSINESS LICENSE FEE	9,867	16,000	16,000	16,000
4160.00 REAL PROPERTY TRANSFER TAX	5,339	5,000	4,500	4,500
4200.00 ANIMAL LICENSE	411	1,000	900	900
4210.00 BUILDING PERMITS	4,177	5,000	5,000	5,000
4215.00 PLAN CHECK FEES	1,515	2,000	2,000	2,000
4230.00 ENCROACHMENT PERMITS	500	500	500	500
4300.00 VEHICLE CODE FINES	580	500	500	500
4310.00 CRIMINAL FINES	186	500	200	200
4320.00 PARKING TICKETS	1,236	4,000	3,000	3,000
4400.00 INTEREST - LAIF	2,508	2,000	3,000	3,000
4405.00 INTEREST - CHECKING	103	80	50	50
4430.00 BUILDING RENTALS	35,023	58,989	63,816	90,000
4500.00 MOTOR VEHICLE IN-LIEU	806	800	500	500
4510.00 HOMEOWNERS' TAX RELIEF	4,171	3,500	3,500	3,500
4540.00 PROP 172 AUG'N-PUB. SAFETY	16,260	15,500	15,500	15,500
4550.00 VLF NET	175,801	175,000	165,000	175,000
4710.00 FISH & GAME IN-LIEU	291	300	300	300
4800.00 ZONING & SUBDIVISION FEES	4,180	4,000	6,000	6,000
4801.00 Environmental Doc. Fees	2,480	3,000	2,000	2,000
4810.00 VARIANCES	300	300	300	300
4820.00 USE PERMITS	750	600	6,000	6,000
4830.00 SIGN PERMITS	385	500	500	500
4850.00 DISTRICT CALLOUT REIMBURSEMENT	20,050	25,000	30,000	30,000
4870.00 MUTUAL AID/BILLABLE SERVICES	127,740	60,000	60,000	60,000
4875.00 EF RECOVERY TRUST ACCT PAYMENT	3,288	5,000	4,000	4,000
4960.00 WATER CHARGES	4,399	10,000	10,000	10,000
4990.00 Grant Admin Revenue	0	0	11,000	0
5000.00 MISC SERVICE	8,496	500	500	500
5150.00 UNCLASSIFIED REVENUES	35	500	500	500
5160.00 INDIRECT COST ALLOCATIONS	85,814	214,536	243,608	243,608
5170.00 TRANSFERS IN	0	0	11,000	0
GENERAL	1,270,455	1,373,137	1,341,174	1,431,858

City of Dunsmuir
Annual Budget

	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Dept: 420 Cannabis				
4204.20 Cannabis Tax	0	15,000	55,000	55,000
4204.21 Cannabis Fees	3,000	3,000	1,500	1,500
Cannabis	<u>3,000</u>	<u>18,000</u>	<u>56,500</u>	<u>56,500</u>
Dept: 509 LAW ENFORCEMENT				
4670.00 OTHER FEDERAL GRANTS	148,747	155,948	125,000	125,000
LAW ENFORCEMENT	<u>148,747</u>	<u>155,948</u>	<u>125,000</u>	<u>125,000</u>
Dept: 511 Fire Grant				
4620.00 STATE GRANT FUNDS	0	5,744	2,870	2,500
Fire Grant	<u>0</u>	<u>5,744</u>	<u>2,870</u>	<u>2,500</u>
Total General Fund Revenues	<u>1,422,202</u>	<u>1,552,829</u>	<u>1,525,544</u>	<u>1,615,858</u>

----- **GENERAL FUND** -----

General Fund Reserves: \$300,000

	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Total General Fund Revenues	1,422,202	1,552,829	1,525,544	1,615,858
Total General Fund Expenditures	1,389,475	1,612,937	1,579,976	1,635,833
TOTAL GENERAL FUND	32,727	-60,108	-54,432	-19,975

Reserves at start of fiscal year 2020/2021 \$ 300,000

Budget 2020/2021 (54,432)

Reserves at end fiscal year 2020/2021 \$ 245,568

Reserves at start of fiscal year 2021/2022 \$ 245,568

Budget 2021/2022 (19,975)

Reserves at end fiscal year 2021/2022 \$ 225,593

City Council

Fiscal Year 2020-2022

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
- Finance Committee
- Disaster Planning Advisory 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, the City Treasurer, and two citizen members. 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 and receives and approves of the annual audit which is done by an external auditor. The committee also meets to review business loan applications and other city financial issues.

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

The **Disaster Planning Advisory Committee** is comprised of five members appointed by the Mayor with consent of the Council. The purpose of the Disaster Planning Advisory Committee shall be to advise the City Council of the City of Dunsmuir on the matters related to disaster preparedness, mitigation, and recovery.

Fiscal Year 2020-2022
Department Detail
Dept. City Council
Fund 10-Dept. 501

Department Detail

Dept: 501 CITY COUNCIL	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7110.00 OVERTIME	0	0	2,500	2,500
7200.00 TRAINING & EDUCATION	732	7,500	0	7,000
7230.00 SUB/MEMBERSHIP DUES	1,100	1,500	1,500	1,500
7300.00 PROFESSIONAL SERVICES	6,775	6,000	6,000	6,000
7410.00 ADV/NOTICES	116	500	500	500
7730.00 UTILITIES	2,139	1,100	1,200	1,300
7900.00 OFFICE EXPENSES	429	550	500	500
CITY COUNCIL	4,882	17,150	12,200	19,300

City Manager

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. City Manager
Fund 10-Dept. 502

Department Detail

Dept: 502 CITY MANAGER	18/19	19/20	20/21	21/22
	Actual	Budget	Budget	Budget
7100.00 SALARIES	35,710	36,263	39,920	39,920
7130.00 FICA	2,883	2,800	3,100	3,100
7140.00 PERS	2,422	2,700	3,100	3,100
7145.00 CALPERS UNFUNDED LIABILITY	1,271	1,600	2,100	2,100
7150.00 GROUP INSURANCE	7,816	9,200	8,000	8,000
7151.00 LIABILITY INSURANCE	1,184	3,200	3,600	3,600
7152.00 SCORE ASSESSMENT	0	1,590	1,700	1,700
7156.00 ERMA employment insurance	0	0	270	270
7160.00 WORKMAN COMP INSURANCE	1,332	670	700	700
7180.00 DEFERRED COMP	675	750	780	780
7200.00 TRAINING & EDUCATION	816	2,000	0	2,000
7230.00 SUB/MEMBERSHIP DUES	972	1,500	1,500	1,500
7900.00 OFFICE EXPENSES	509	500	500	500
CITY MANAGER	19,435	62,773	65,270	67,270

City Clerk & Treasurer

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. City Clerk & Treasurer
Fund 10-Dept. 503

Department Detail				
	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Dept: 503 CITY CLERK & TREASURER				
7100.00 SALARIES	22,363	21,500	23,000	23,000
7130.00 FICA	1,634	1,700	1,800	1,800
7140.00 PERS	1,686	1,900	1,800	1,800
7145.00 CALPERS UNFUNDED LIABILITY	419	2,500	1,300	1,300
7150.00 GROUP INSURANCE	7,584	9,700	4,100	4,100
7151.00 LIABILITY INSURANCE	390	2,200	2,100	2,100
7152.00 SCORE ASSESSMENT	0	1,090	1,000	1,000
7153.00 CRIME INSURANCE PROGRAM	950	950	1,000	1,000
7156.00 ERMA employment insurance	0	0	155	155
7160.00 WORKMAN COMP INSURANCE	440	400	500	500
7180.00 DEFERRED COMP	396	450	500	500
7200.00 TRAINING & EDUCATION	0	1,000	0	1,000
7230.00 SUB/MEMBERSHIP DUES	367	1,000	1,000	1,000
7300.00 PROFESSIONAL SERVICES	600	600	600	600
7400.00 ELECTION EXPENSE	1,444	0	5,000	2,500
7410.00 ADV/NOTICES	0	300	300	300
7900.00 OFFICE EXPENSES	20	50	50	50
CITY CLERK & TREASURER	38,293	45,340	44,205	42,705

City Attorney

Fiscal Year 2020-2022

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. Advise 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 2020-2022
Department Detail
Dept. City Attorney
Fund 10-Dept. 505

Department Detail				
Dept: 505 CITY ATTORNEY	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7300.00 PROFESSIONAL SERVICES	46,185	45,000	25,000	35,000
7340.00 LITIGATION EXPENSE	5,812	3,000	3,000	3,000
CITY ATTORNEY	39,125	48,000	28,000	38,000

Planning

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. City Planning
Fund 10-Dept. 506

Department Detail

Dept: 506 PLANNING	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7100.00 SALARIES	15,239	15,000	15,500	15,500
7130.00 FICA	1,124	1,100	1,250	1,250
7140.00 PERS	1,109	1,300	1,250	1,250
7145.00 CALPERS UNFUNDED LIABILITY	193	715	900	900
7150.00 GROUP INSURANCE	4,812	6,000	2,900	2,900
7151.00 LIABILITY INSURANCE	180	1,450	1,450	1,450
7152.00 SCORE ASSESSMENT	0	700	700	700
7156.00 ERMA employment insurance	0	0	105	105
7160.00 WORKMAN COMP INSURANCE	204	270	300	300
7180.00 DEFERRED COMP	269	300	350	350
7200.00 TRAINING & EDUCATION	1,242	2,000	0	500
7210.00 MEETINGS & TRAVEL	0	1,000	0	1,000
7230.00 SUB/MEMBERSHIP DUES	2,200	2,500	2,500	2,500
7300.00 PROFESSIONAL SERVICES	2,896	5,000	20,000	20,000
7310.00 CONTRACT/SPECIAL SERV	6,256	7,000	15,000	15,000
7410.00 ADV/NOTICES	8,230	8,000	5,000	5,000
PLANNING	43,954	52,335	67,205	68,705

Finance

Fiscal Year 2020-2022

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

City of Dunsmuir
Annual Budget

Fiscal Year 2020-2022
Department Detail
Dept. City Finance & Admin
Fund 10-Dept. 507

Department Detail

Dept: 507 FINANCE & ADMINISTRATION	18/19	19/20	20/21	21/22
	Actual	Budget	Budget	Budget
7100.00 SALARIES	63,995	60,000	60,000	60,000
7130.00 FICA	4,717	4,600	4,600	4,600
7140.00 PERS	4,123	7,000	4,600	4,600
7145.00 CALPERS UNFUNDED LIABILITY	3,524	3,000	3,300	3,300
7150.00 GROUP INSURANCE	13,377	16,000	15,500	15,500
7151.00 LIABILITY INSURANCE	3,283	5,300	5,900	5,900
7152.00 SCORE ASSESSMENT	-2,205	2,600	2,700	2,700
7156.00 ERMA employment insurance	0	0	430	430
7160.00 WORKMAN COMP INSURANCE	3,696	1,120	1,100	1,100
7180.00 DEFERRED COMP	937	1,200	1,200	1,200
7200.00 TRAINING & EDUCATION	919	3,000	0	1,000
7230.00 SUB/MEMBERSHIP DUES	309	400	400	400
7300.00 PROFESSIONAL SERVICES	10,724	11,000	8,000	8,500
7310.00 CONTRACT/SPECIAL SERV	12,425	14,000	10,000	10,000
7320.00 AUDIT	27,829	28,000	22,000	22,000
7410.00 ADV/NOTICES	581	500	500	500
7500.00 ADMIN. CHARGES-BANK SVC FEES	2,614	2,500	3,500	3,500
7610.00 EQUIP MAINT & RPLC	27	1,500	1,500	1,500
7720.00 MAINTENANCE BUILDINGS/GROUNDS	4,164	4,700	4,000	4,000
7730.00 UTILITIES	5,856	6,500	6,000	6,000
7750.00 PHONE CHARGES	7,194	7,500	4,000	4,000
7760.00 LEASES/RENTALS	11,367	10,200	5,000	6,000
7900.00 OFFICE EXPENSES	1,944	5,000	3,000	3,000
7920.00 SUPPLIES/MATERIALS	254	800	800	800
7930.00 POSTAGE	750	1,200	1,200	1,200
FINANCE & ADMINISTRATION	118,042	197,620	169,230	171,730

Building Inspection

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. Building Inspection
Fund 10-Dept. 509

Department Detail

Dept: 508 BUILDING INSPECTION	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7300.00 PROFESSIONAL SERVICES	1,187	3,000	3,000	3,000
7310.00 CONTRACT/SPECIAL SERV	17,000	18,700	19,000	19,000
7900.00 OFFICE EXPENSES	403	4,000	2,000	2,000
BUILDING INSPECTION	18,590	25,700	24,000	24,000

Law Enforcement

Fiscal Year 2020-2022

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.

This department also includes a full time Community Service Liaison who enforces the Dunsmuir Municipal Code, animal control issues, and other similar functions in support of upholding the City Municipal Code.

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 2020-2022

Department Detail

Dept. Law Enforcement

Fund 10-Dept. 509

Department Detail				
Dept: 509 LAW ENFORCEMENT	18/19	19/20	20/21	21/22
	Actual	Budget	Budget	Budget
7100.00 SALARIES	9,087	44,236	42,000	42,000
7130.00 FICA	695	3,500	3,400	3,400
7140.00 PERS	621	3,100	3,300	3,300
7145.00 CALPERS UNFUNDED LIABILITY	22,773	22,944	23,028	23,028
7150.00 GROUP INSURANCE	1,464	19,000	9,500	9,500
7151.00 LIABILITY INSURANCE	355	4,650	4,200	4,200
7152.00 SCORE ASSESSMENT	0	2,300	2,400	2,400
7154.00 PROPERTY INSURANCE	3,483	3,500	3,900	3,900
7156.00 ERMA employment insurance	0	0	310	310
7160.00 WORKMAN COMP INSURANCE	400	4,900	4,200	4,200
7180.00 DEFERRED COMP	181	900	900	900
7200.00 TRAINING & EDUCATION	0	200	0	500
7210.00 MEETINGS & TRAVEL	0	100	0	500
7240.00 CLOTHING/CLEANING	0	250	250	250
7300.00 PROFESSIONAL SERVICES	401,734	416,000	416,000	416,000
7410.00 ADV/NOTICES	210	500	500	500
7600.00 EQUIPMENT/REPLACEMENT < \$1000	0	500	500	500
7620.00 VEHICLE FUEL	423	1,000	1,000	1,000
7630.00 VEHICLE MAINTENANCE	0	1,500	1,500	1,500
7730.00 UTILITIES	2,931	2,700	3,000	3,000
7750.00 PHONE CHARGES	0	150	650	650
7920.00 SUPPLIES/MATERIALS	229	1,000	500	500
8000.00 ANIMAL CONTROL	0	0	100	100
LAW ENFORCEMENT	444,586	533,030	521,138	522,138

Fire

Fiscal Year 2020-2022

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 2020-2022

Department Detail

Dept. Fire

Fund 10-Dept. 510

Department Detail

Dept: 510 FIRE	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7100.00 SALARIES	69,687	70,000	71,500	71,500
7110.00 OVERTIME	97,241	40,000	40,000	40,000
7130.00 FICA	12,603	8,500	5,600	5,600
7140.00 PERS	6,896	7,700	8,000	8,000
7145.00 CALPERS UNFUNDED LIABILITY	2,204	3,200	4,000	4,000
7150.00 GROUP INSURANCE	8,810	8,300	8,000	8,000
7151.00 LIABILITY INSURANCE	4,123	7,600	8,250	8,250
7152.00 SCORE ASSESSMENT	0	3,700	3,750	3,750
7154.00 PROPERTY INSURANCE	3,732	5,550	6,000	6,000
7156.00 ERMA employment insurance	0	0	610	610
7160.00 WORKMAN COMP INSURANCE	23,844	30,000	29,000	29,000
7180.00 DEFERRED COMP	0	1,200	1,200	1,200
7200.00 TRAINING & EDUCATION	2,134	1,500	0	1,500
7210.00 MEETINGS & TRAVEL	80	225	0	300
7220.00 PHYSICAL EXAMS	5,135	3,200	3,200	3,200
7230.00 SUB/MEMBERSHIP DUES	425	500	700	700
7300.00 PROFESSIONAL SERVICES	3,847	6,000	6,000	6,000
7440.00 FIRE CALLOUTS	4,485	5,000	5,000	5,000
7450.00 EMS CALLOUTS	5,519	5,000	5,000	5,000
7460.00 DISTRICT CALLOUTS	2,262	2,000	2,100	2,100
7470.00 FIRE PRACTICES	4,485	3,600	3,000	3,000

City of Dunsmuir
Annual Budget

7600.00 EQUIPMENT/REPLACEMENT < \$1000	6,484	5,000	5,000	5,000
7610.00 EQUIP MAINT & RPLC	6,723	2,000	2,000	2,000
7620.00 VEHICLE FUEL	9,109	7,600	7,600	7,600
7630.00 VEHICLE MAINTENANCE	7,960	8,000	8,000	8,000
7720.00 MAINTENANCE BUILDINGS/GROUNDS	4,199	1,600	1,500	1,500
7730.00 UTILITIES	7,800	5,000	6,000	6,000
7750.00 PHONE CHARGES	2,774	2,600	2,700	2,700
7760.00 LEASES/RENTALS	1	1,000	1,000	1,000
7900.00 OFFICE EXPENSES	1,332	1,500	1,500	1,500
7920.00 SUPPLIES/MATERIALS	2,762	2,000	2,000	2,000
8200.00 EQUIPMENT REPLACEMENT	1,176	2,400	2,000	2,000
FIRE	308,259	251,475	250,210	252,010

Dept: 511 FIRE GRANT (50/50 grant - see 50% revenue line item)

	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7640.00 RADIO REPLC/REPAIR	3,683	11,482	5,741	5,000
Fire Grant	3,683	11,482	5,741	5,000

Fund: 70 - FIRE ASSESSMENT TAX

	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4100.00 SECURED & UNSECURED TAXES	26,903	27,500	27,000	27,000
4400.00 INTEREST - LAIF	978	0	500	500
Total Revenues	27,881	27,500	27,500	27,500
Expenditures				
7480.00 MANAGEMENT/ADM CHARGES	2,292	2,292	3,228	3,228
Total Expenditures	2,292	2,292	3,228	3,228
FIRE ASSESSMENT TAX	25,589	25,208	24,272	24,272

Streets & Roads

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. Streets & Roads
Fund 10-Dept. 513

Department Detail

Dept: 513 STREETS & ROADS	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7100.00 SALARIES	50,661	50,000	52,000	52,000
7110.00 OVERTIME	359	700	700	700
7130.00 FICA	3,772	3,900	4,100	4,100
7140.00 PERS	3,688	4,500	5,300	5,300
7145.00 CALPERS UNFUNDED LIABILITY	2,239	2,200	3,000	3,000
7150.00 GROUP INSURANCE	16,897	21,000	21,000	21,000
7151.00 LIABILITY INSURANCE	2,086	5,290	6,000	6,000
7152.00 SCORE ASSESSMENT	0	2,600	2,800	2,800
7156.00 ERMA employment insurance	0	0	445	445
7160.00 WORKMAN COMP INSURANCE	2,348	5,850	5,900	5,900
7180.00 DEFERRED COMP	381	1,000	1,000	1,000
7200.00 TRAINING & EDUCATION	235	500	0	500
7240.00 CLOTHING/CLEANING	608	500	500	500
7300.00 PROFESSIONAL SERVICES	0	2,200	2,700	2,700
7305.00 Snow Removal	0	0	5,000	5,000
7600.00 EQUIPMENT/REPLACEMENT < \$1000	255	1,500	3,500	3,500
7610.00 EQUIP MAINT & RPLC	3,304	2,100	3,500	3,500
7620.00 VEHICLE FUEL	83	200	200	200
7630.00 VEHICLE MAINTENANCE	9,918	1,000	1,000	1,200
7640.00 RADIO REPLC/REPAIR	977	800	0	1,000
7730.00 UTILITIES	12,096	8,000	8,000	8,000
7740.00 STREET LIGHTING	17,213	11,000	10,000	10,000
7750.00 PHONE CHARGES	1,220	3,000	1,500	1,500
7900.00 OFFICE EXPENSES	1,173	1,100	1,100	1,100
7920.00 SUPPLIES/MATERIALS	8,235	10,000	10,000	12,000
8130.00 PERMITS & LICENSES	396	500	500	500
8200.00 EQUIPMENT REPLACEMENT	0	0	27,500	27,500
8210.00 VEHICLE REPLACEMENT	0	1	1	7,000
STREETS & ROADS	189,383	144,441	177,246	187,945

Building & Grounds

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. Building & Grounds
Fund 10-Dept. 514

Department Detail

Dept: 514 BUILDING & GROUNDS	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
7100.00 SALARIES	15,382	41,000	43,500	43,500
7110.00 OVERTIME	133	350	350	350
7130.00 FICA	1,150	3,100	3,400	3,400
7140.00 PERS	1,169	3,900	4,600	4,600
7145.00 CALPERS UNFUNDED LIABILITY	257	1,900	2,500	2,500
7150.00 GROUP INSURANCE	5,553	19,900	18,300	18,300
7151.00 LIABILITY INSURANCE	239	4,550	5,100	5,100
7152.00 SCORE ASSESSMENT	0	2,250	2,400	2,400
7154.00 PROPERTY INSURANCE	9,206	5,550	6,000	6,000
7156.00 ERMA employment insurance	0	0	380	380
7160.00 WORKMAN COMP INSURANCE	268	5,690	5,800	5,800
7180.00 DEFERRED COMP	90	900	900	900
7200.00 TRAINING & EDUCATION	25	500	0	300
7240.00 CLOTHING/CLEANING	0	500	500	500
7300.00 PROFESSIONAL SERVICES	8,743	2,200	2,000	3,200
7310.00 CONTRACT/SPECIAL SERV	10,014	9,000	0	0
7610.00 EQUIP MAINT & RPLC	2,324	3,000	3,000	3,000
7620.00 VEHICLE FUEL	0	0	500	500
7630.00 VEHICLE MAINTENANCE	108	1,000	1,000	1,500
7710.00 PROPERTY TAXES	519	600	600	600
7720.00 MAINTENANCE BUILDINGS/GROUNDS	25,219	6,000	6,000	6,500
7730.00 UTILITIES	7,949	8,000	7,000	7,000
7750.00 PHONE CHARGES	0	0	200	200
7760.00 LEASES/RENTALS	213	22,200	25,000	25,000
7920.00 SUPPLIES/MATERIALS	4,366	5,000	5,000	5,000
8200.00 EQUIPMENT REPLACEMENT	0	0	27,500	27,500
8210.00 VEHICLE REPLACEMENT	0	1	1	7,500
BUILDING & GROUNDS	86,578	147,091	171,531	181,530

Community Promotions Funding

Fiscal Year 2020-2022

Monies from the general fund are allocated to groups who promote and benefit the community.

Fiscal Year 2020-2022 Requests and Recommendations

Dept: 605 COMMUNITY PROMOTION	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
8295.00 SPECIAL PROJECTS	74,344	76,500	43,500	55,000
COMMUNITY PROMOTION	74,344	76,500	43,500	55,000

City of Dunsmuir Community Promotion Funding 20/21			
What's being requested	Request \$	Finance Committee rec. \$	City Council Adopted \$
Chamber of Commerce	\$15,000	\$15,000	\$11,000
Dunsmuir Awards Dinner	\$700	\$0	\$0
Community Resource Center	\$10,000	\$5,000***	\$10,000****
Library	\$25,000	\$22,500	\$22,500
Parks & Rec	\$12,000	\$0	\$0
Total =	\$62,700	\$42,500	\$43,500

*** staff recommends increasing this award to \$6,000 and the source of the funding to come from CDBG funds.

**** \$1,000 of this funding will come from CDBG Funds.

Enterprise Funds

Fiscal Year 2020-2022

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 and the sewer collection system.

Sewer Improvement Fund (21)

The Sewer Improvement Fund is to support the sewer fund with capital improvement needs and projects as well as account for current loans within the sewer enterprise.

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.

Water Improvement Fund (31)

The water improvement fund is generated from the revenue of the water use above the base amount of 5 units of water. This fund is used for capital improvement needs and projects as well as account for current loans within the water enterprise.

Airport (40)

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

Tauhaindauli Park

Fiscal Year 2020-2022

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 can be spent on the maintenance and upkeep of Tauhaindauli Park.

Fiscal Year 2020-2022
Department Detail
Dept. Tauhaindauli Park
Fund 14

Department Detail

Fund: 14 - Tauhaindauli Park		18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues					
4609.00	Tauhaindauli Endowment Fund	16,257	12,000	12,000	12,000
Total Revenues		16,257	12,000	12,000	12,000
Expenditures					
7100.00	SALARIES	1,406	1,126	1,200	1,200
7130.00	FICA	105	100	100	100
7140.00	PERS	96	100	150	150
7145.00	CALPERS UNFUNDED LIABILITY	2	130	130	130
7150.00	GROUP INSURANCE	526	500	500	500
7151.00	LIABILITY INSURANCE	2	125	125	125
7152.00	SCORE ASSESSMENT	-2	65	65	65
7156.00	ERMA employment insurance	0	0	13	13
7160.00	WORKMAN COMP INSURANCE	0	150	175	175
7180.00	DEFERRED COMP	9	25	25	25
7310.00	CONTRACT/SPECIAL SERV	3,850	5,000	5,000	5,000
7480.00	MANAGEMENT/ADM CHARGES	2,700	2,700	1,560	1,560
7720.00	MAINTENANCE BUILDINGS/GROUNDS	400	500	500	500
Total Expenditures		9,094	10,521	9,543	9,543
Tauhaindauli Park		7,163	1,479	2,457	2,457

Sewer

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. Sewer
Fund 20 & 21

Department Detail

Fund: 20 - SEWER ENTERPRISE				
	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4220.00 HOOKUP PERMITS	3,732	1,000	2,000	2,000
4340.00 PENALTIES	8,879	9,300	9,300	9,300
4420.00 INTEREST - OTHER	835	200	50	50
4920.00 SEWER CHARGES	551,344	922,853	825,000	875,000
5180.00 TRANSFERS IN	286,917	0	108,000	108,000
Total Revenues	851,707	933,353	944,350	994,350
Expenditures				
7100.00 SALARIES	173,168	240,156	241,000	241,000
7110.00 OVERTIME	18,474	22,000	22,000	22,000
7130.00 FICA	14,129	18,300	18,500	18,500
7140.00 PERS	6,722	21,000	22,700	22,700
7145.00 CALPERS UNFUNDED LIABILITY	14,365	25,900	27,900	27,900
7150.00 GROUP INSURANCE	58,541	88,900	88,900	88,900
7151.00 LIABILITY INSURANCE	22,702	24,150	26,500	26,500
7152.00 SCORE ASSESSMENT	-3,489	11,900	12,000	12,000
7154.00 PROPERTY INSURANCE	1,742	12,265	14,200	14,200
7156.00 ERMA employment insurance	0	0	985	985
7160.00 WORKMAN COMP INSURANCE	15,968	27,000	27,000	27,000

City of Dunsmuir
Annual Budget

7180.00 DEFERRED COMP	2,744	4,700	4,700	4,700
7200.00 TRAINING & EDUCATION	1,983	3,000	3,000	3,000
7220.00 PHYSICAL EXAMS	0	250	250	250
7230.00 SUB/MEMBERSHIP DUES	464	1,000	1,000	1,000
7240.00 CLOTHING/CLEANING	705	1,750	1,500	1,500
7300.00 PROFESSIONAL SERVICES	108,296	20,000	20,000	20,000
7330.00 CONTRACT LAB ANALYSIS	28,048	30,000	35,000	37,000
7340.00 LITIGATION EXPENSE	1,524	1,000	1,000	1,000
7410.00 ADV/NOTICES	272	300	500	500
7480.00 MANAGEMENT/ADM CHARGES	87,106	87,108	67,675	67,675
7610.00 EQUIP MAINT & RPLC	5,172	7,500	6,000	6,000
7620.00 VEHICLE FUEL	6,669	6,000	7,000	7,000
7630.00 VEHICLE MAINTENANCE	3,648	5,000	5,000	5,000
7640.00 RADIO REPLC/REPAIR	0	2,400	500	500
7710.00 PROPERTY TAXES	281	300	300	300
7720.00 MAINTENANCE BUILDINGS/GROUNDS	781	4,500	4,000	4,000
7730.00 UTILITIES	62,413	65,000	60,000	60,000
7750.00 PHONE CHARGES	7,615	8,000	7,500	7,500
7760.00 LEASES/RENTALS	1	900	900	900
7790.00 OXIDATION DITCH MAINTENANCE	7,464	4,000	4,000	4,000
7810.00 SLUDGE BED MAINTENANCE	5,171	6,000	6,000	6,000
7820.00 CHLORINATOR/CONTACT MAINT	33,272	30,000	30,000	30,000
7840.00 PUMP STATION MAINTENANCE	12,970	25,000	15,000	15,000
7860.00 DEPRECIATION/AMORTIZATION	296,793	0	290,000	290,000
7900.00 OFFICE EXPENSES	1,882	3,000	3,000	3,000
7920.00 SUPPLIES/MATERIALS	3,440	2,200	2,000	2,000
7930.00 POSTAGE	2,756	3,000	3,000	3,000
7950.00 MAIN REPAIRS & MAINTENANCE	1,097	7,000	5,000	5,000
7970.00 LAB SUPPLIES/MAINTENANCE	15,608	6,500	6,500	6,500
8130.00 PERMITS & LICENSES	7,209	7,000	8,500	8,500
Total Expenditures	1,005,387	843,979	1,100,510	1,102,510
SEWER ENTERPRISE	-153,680	89,374	-156,160	-108,160

Fund: 21 - SEWER IMPROVEMENT

	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
5180.00 TRANSFERS IN	0	0	50,000	50,000
Total Revenues	0	0	50,000	50,000
Expenditures				
7480.00 Management/Admin Costs			22,302	22,302
8500.00 TRANSFERS OUT	0	0	108,000	108,000
Total Expenditures	0	0	130,302	130,302
SEWER IMPROVEMENT	0	0	-80,302	-80,302

Solid Waste

Fiscal Year 2020-2022

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 2020-2022
Department Detail
Dept. Solid Waste
Fund 25

Department Detail

Fund: 25 - SOLID WASTE ENTERPRISE				
	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4340.00 PENALTIES	4,065	4,500	4,000	4,000
4400.00 INTEREST - LAIF	5,433	5,000	4,000	4,000
4620.00 STATE GRANT FUNDS	10,000	5,000	5,000	5,000
4930.00 REFUSE COLLECTION FEES	272,664	320,000	285,000	285,000
4940.00 EXTRA GARBAGE FEES	6,734	6,600	7,000	7,000
4945.00 DUMPSTER RENTAL	5,400	4,500	4,500	4,500
Total Revenues	304,296	345,600	309,500	309,500
Expenditures				
7100.00 SALARIES	49,102	42,000	46,000	46,000
7110.00 OVERTIME	0	250	250	250
7130.00 FICA	3,602	3,200	3,500	3,500
7140.00 PERS	1,409	3,200	3,700	3,700
7145.00 CALPERS UNFUNDED LIABILITY	2,285	5,000	5,300	5,300

City of Dunsmuir
Annual Budget

7150.00	GROUP INSURANCE	11,565	12,200	11,000	11,000
7151.00	LIABILITY INSURANCE	2,132	3,850	4,400	4,400
7152.00	SCORE ASSESSMENT	-454	1,900	2,100	2,100
7156.00	ERMA employment insurance	0	0	330	330
7160.00	WORKMAN COMP INSURANCE	2,416	1,420	1,520	1,520
7180.00	DEFERRED COMP	513	750	800	800
7300.00	PROFESSIONAL SERVICES	70,500	66,000	66,000	66,000
7310.00	CONTRACT/SPECIAL SERV	173,743	160,000	160,000	160,000
7340.00	LITIGATION EXPENSE	4,570	1,000	1,000	1,000
7410.00	ADV/NOTICES	239	300	300	300
7480.00	MANAGEMENT/ADM CHARGES	32,028	32,028	34,664	34,664
7600.00	EQUIPMENT/REPLACEMENT < \$1000	0	1,000	1,000	1,000
7620.00	VEHICLE FUEL	1,136	1,000	1,000	1,000
7630.00	VEHICLE MAINTENANCE	1,074	1,000	1,000	1,000
7760.00	LEASES/RENTALS	21,807	22,000	22,000	22,000
7900.00	OFFICE EXPENSES	627	500	500	500
7920.00	SUPPLIES/MATERIALS	4,416	5,000	5,000	6,000
7930.00	POSTAGE	2,750	2,000	2,000	2,000
8295.00	SPECIAL PROJECTS	4,400	0	5,000	5,000
	Total Expenditures	403,083	367,598	378,364	379,364
	SOLID WASTE ENTERPRISE	-98,787	-21,998	-68,864	-69,864

Water

Fiscal Year 2020-2022

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 2020-2022

Department Detail

Dept. Water

Fund 30

Department Detail

Fund: 30 - WATER ENTERPRISE	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4220.00 HOOKUP PERMITS	2,597	3,000	1,500	1,500
4340.00 PENALTIES	8,801	7,800	7,000	7,000
4400.00 INTEREST - LAIF	11,468	12,000	13,000	13,000
4960.00 WATER CHARGES	602,514	624,000	665,000	665,000
4995.00 ON/OFF FEE	5,291	4,500	4,000	4,000
Total Revenues	893,980	651,500	690,500	690,500
Expenditures				
7100.00 SALARIES	169,471	182,000	195,000	195,000
7110.00 OVERTIME	4,326	5,500	6,000	6,000
7130.00 FICA	12,676	14,200	14,800	14,800
7140.00 PERS	8,539	15,400	17,900	17,900
7145.00 CALPERS UNFUNDED LIABILITY	21,784	21,400	22,500	22,500
7150.00 GROUP INSURANCE	55,261	61,000	58,000	58,000
7151.00 LIABILITY INSURANCE	29,606	18,300	20,600	20,600
7152.00 SCORE ASSESSMENT	-1,538	9,000	9,400	9,400
7154.00 PROPERTY INSURANCE	4,479	9,000	10,300	10,300
7156.00 ERMA employment insurance	0	0	535	535
7160.00 WORKMAN COMP INSURANCE	23,756	20,100	20,500	20,500
7180.00 DEFERRED COMP	2,262	3,500	3,800	3,800
7200.00 TRAINING & EDUCATION	2,865	5,000	5,000	5,000

City of Dunsmuir
Annual Budget

7220.00	PHYSICAL EXAMS	250	250	250	250
7230.00	SUB/MEMBERSHIP DUES	1,339	2,500	2,000	2,000
7240.00	CLOTHING/CLEANING	557	1,750	1,500	1,500
7300.00	PROFESSIONAL SERVICES	7,088	2,000	2,500	3,000
7310.00	CONTRACT/SPECIAL SERV	9,070	2,800	3,000	3,000
7330.00	CONTRACT LAB ANALYSIS	4,288	5,000	5,000	5,000
7340.00	LITIGATION EXPENSE	369	0	1,000	1,000
7410.00	ADV/NOTICES	2,852	1,000	1,000	1,000
7480.00	MANAGEMENT/ADM CHARGES	70,729	70,728	73,959	73,959
7610.00	EQUIP MAINT & RPLC	2,764	10,000	7,000	8,000
7620.00	VEHICLE FUEL	8,287	6,000	7,000	7,500
7630.00	VEHICLE MAINTENANCE	2,607	5,000	5,000	6,000
7640.00	RADIO REPLC/REPAIR	0	2,400	1,000	1,000
7710.00	PROPERTY TAXES	2,150	500	1,000	1,000
7720.00	MAINTENANCE BUILDINGS/GROUNDS	541	500	500	500
7730.00	UTILITIES	22,885	22,000	24,000	24,500
7750.00	PHONE CHARGES	1,200	1,500	1,500	1,500
7770.00	SPRINGS MAINTENANCE	807	75,500	50,000	50,000
7830.00	VALVE/HYDRANT REPAIR	5,819	7,500	5,000	5,000
7840.00	PUMP STATION MAINTENANCE	416	500	500	500
7860.00	DEPRECIATION/AMORTIZATION	163,905	0	165,000	165,000
7900.00	OFFICE EXPENSES	934	800	1,000	1,000
7920.00	SUPPLIES/MATERIALS	12,324	2,000	2,000	2,000
7930.00	POSTAGE	2,750	2,000	3,000	3,000
7950.00	MAIN REPAIRS & MAINTENANCE	16,539	97,000	50,000	50,000
7960.00	ROAD BASE/ASPHALT	4,418	5,000	5,000	5,000
8130.00	PERMITS & LICENSES	3,097	7,000	6,000	6,000
8200.00	EQUIPMENT REPLACEMENT	79	3,000	3,000	3,000
8210.00	VEHICLE REPLACEMENT	0	5,000	5,000	5,000
8270.01	WATER MAIN PROJECTS	466	5,000	5,000	5,000
Total Expenditures		667,132	708,628	822,044	825,544
WATER ENTERPRISE		226,848	-57,128	-131,544	-135,044

Fund: 31 - WATER IMPROVEMENT

	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget	
Revenues					
4400.00	INTEREST - LAIF	8,442	0	5,000	5,000
4960.00	WATER CHARGES	176,546	0	176,000	176,000
4965.00	WATER REV-VAN FOSSEN/MASON	3,107	0	3,100	3,100
Total Revenues		348,226	0	184,100	184,100
Expenditures					
7480.00	MANAGEMENT/ADM CHARGES	0	0	22,026	22,026
8500.00	TRANSFERS OUT	261,563	0	100,000	100,000
Total Expenditures		280,504	0	122,026	122,026
WATER IMPROVEMENT		67,722	0	62,074	62,074

City of Dunsmuir
Annual Budget

Airport

Fiscal Year 2020-2022

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, and water system.

Airport Services

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

Fiscal Year 2020-2022
Department Detail
Dept. Airport
Fund 40

Department Detail

Fund: 40 - AIRPORT ENTERPRISE	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4430.00 BUILDING RENTALS	19,249	20,000	18,000	18,000
4440.00 LEASE OF GROUND AREA	2,184	2,300	2,300	2,300
4460.00 AIRPORT PARKING/TIEDOWNS	3,755	8,000	5,000	5,000
4650.00 CA DOT-Aid to Airports	0	10,000	10,000	10,000
5000.00 MISC SERVICE	8,300	100	100	100
Total Revenues	274,777	191,600	35,400	35,400
Expenditures				
7100.00 SALARIES	11,979	12,400	14,800	14,800
7130.00 FICA	881	1,000	1,150	1,150
7140.00 PERS	668	1,000	1,250	1,250
7145.00 CALPERS UNFUNDED LIABILITY	143	1,500	1,800	1,800
7150.00 GROUP INSURANCE	2,694	3,300	3,800	3,800
7151.00 LIABILITY INSURANCE	3,079	4,200	4,200	4,200
7152.00 SCORE ASSESSMENT	-14	700	650	650
7154.00 PROPERTY INSURANCE	2,239	2,300	2,300	2,300
7156.00 ERMA employment insurance	0	0	105	105
7160.00 WORKMAN COMP INSURANCE	152	700	800	800
7180.00 DEFERRED COMP	179	250	300	300
7210.00 MEETINGS & TRAVEL	506	1,000	1,000	1,000
7230.00 SUB/MEMBERSHIP DUES	0	75	75	75
7480.00 MANAGEMENT/ADM CHARGES	3,804	3,804	4,019	4,019
Total Expenditures	150,900	191,549	36,249	36,249
AIRPORT ENTERPRISE	123,877	51	-849	-849

Local Transportation

Fiscal Year 2020-2022

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

Fiscal Year 2020-2022
Department Detail
Dept. Local Transportation
Fund 50

Department Detail

Fund: 50 - LOCAL TRANSPORTATION				
	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4600.00 LOCAL TRANSPORTATION	62,132	50,000	50,000	50,000
Total Revenues	108,350	50,000	50,000	50,000
Expenditures				
7475.00 TRANSIT ASSISTANCE	42,326	38,000	38,000	38,000
7480.00 MANAGEMENT/ADM CHARGES	4,176	4,176	2,400	2,400
7740.00 STREET LIGHTING	0	0	1,000	1,000
8260.00 SIDEWALK IMPROVEMENT PROJECTS	55,322	5,000	5,000	5,000
Total Expenditures	104,687	47,176	46,400	46,400
LOCAL TRANSPORTATION	3,663	2,824	3,600	3,600

City of Dunsmuir
Annual Budget

Gas Tax

Fiscal Year 2020-2022

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		18/19	19/20	20/21	21/22
		Actual	Budget	Budget	Budget
Revenues					
4601.00	SB1 - Section 2032 Revenue	26,320	27,611	28,358	28,500
Total Revenues		26,320	27,611	28,358	28,500
Expenditures					
7480.00	MANAGEMENT/ADM CHARGES	0	0	3,158	3,158
8230.00	ROAD REPAIR PROJECTS	0	13,805	12,600	12,600
8260.00	SIDEWALK IMPROVEMENT PROJECTS	26,321	13,806	12,600	12,600
Total Expenditures		26,321	27,611	28,358	28,358
SB1 - Road Maintenance/Rehab		-1	0	0	142

Fund: 59 - GAS TAX		18/19	19/20	20/21	21/22
		Actual	Budget	Budget	Budget
Revenues					
4520.00	GAS TAXES	5,612	74,619	71,412	71,500
Total Revenues		5,612	74,619	71,412	71,500
Expenditures					
7480.00	MANAGEMENT/ADM CHARGES	624	4,488	4,739	4,739
7610.00	EQUIP MAINT & RPLC	0	15,000	15,000	15,000
7630.00	VEHICLE MAINTENANCE	0	18,000	15,000	15,000
7740.00	STREET LIGHTING	0	15,000	20,000	20,000
7920.00	SUPPLIES/MATERIALS	0	1,000	1,000	1,000
7940.00	TRAFFIC SIGN/REPAIR & REPLACE	0	1,500	3,000	3,000
8210.00	VEHICLE REPLACEMENT	0	0	1	10,000
Total Expenditures		5,726	54,988	58,740	68,739
GAS TAX		-114	19,631	12,672	2,761

Fund: 64 - GAS TAX 2107.SR - SNOW REMOVAL		18/19	19/20	20/21	21/22
		Actual	Budget	Budget	Budget
Revenues					
4520.00	GAS TAXES	12,852	17,000	17,000	17,000
Total Revenues		57,841	17,000	17,000	17,000
Expenditures					
7480.00	MANAGEMENT/ADM CHARGES	5,736	5,736	1,542	1,542
7600.00	EQUIPMENT/REPLACEMENT < \$1000	174	0	5,000	5,000
7610.00	EQUIP MAINT & RPLC	2,111	0	1,700	1,700
7630.00	VEHICLE MAINTENANCE	1,781	0	5,000	5,000
7920.00	SUPPLIES/MATERIALS	1,635	0	1,750	1,750
8200.00	EQUIPMENT REPLACEMENT	0	0		9,000
8210.00	VEHICLE REPLACEMENT	0	0		12,000
Total Expenditures		36,061	5,736	14,992	35,992
GAS TAX 2107.SR - SNOW REMOVAL		21,780	11,264	2,008	-18,992

Economic Development Block Grant

Fiscal Year 2020-2022

This fund represents revenues generated from the Community Development Block Grant program associated with the program to support for profit businesses within the city.

Fund: 82 - EDBG - RLF	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4410.00 INTEREST - LOANS	7,973	0	5,000	5,000
Total Revenues	9,663	0	5,000	5,000
Expenditures				
7480.00 MANAGEMENT/ADM CHARGES	660	660	957	957
8500.00 TRANSFERS OUT	46,004	0	4,000	4,000
Total Expenditures	46,664	660	4,957	4,957
EDBG - RLF	-37,001	-660	43	43

Community Development Block Grant

Fiscal Year 2020-2022

This fund represents revenues generated from the Community Development Block Grant program associated with the housing rehabilitation program.

Fund: 92 - PROGRAM INCOME	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4410.00 INTEREST - LOANS	2,639	0	6,000	6,000
Total Revenues	<u>2,639</u>	<u>0</u>	<u>6,000</u>	<u>6,000</u>
Expenditures				
7480.00 MANAGEMENT/ADM CHARGES	816	816	317	317
8500.00 TRANSFERS OUT	0	0	5,500	5,500
Total Expenditures	<u>816</u>	<u>816</u>	<u>5,817</u>	<u>5,817</u>
PROGRAM INCOME	<u>1,823</u>	<u>-816</u>	<u>183</u>	<u>183</u>

South Dunsmuir Sewer Assessment

Fiscal Year 2020-2022

This fund represents revenues generated from the assessment on parcels in south Dunsmuir. The revenues pay for a loan taken out to include those parcels into the sewer system.

Fund: 93 - SOUTH DUNSMUIR SEWER ASSMT.	18/19 Actual	19/20 Budget	20/21 Budget	21/22 Budget
Revenues				
4100.00 SECURED & UNSECURED TAXES	8,864	0	6,500	6,500
5170.00 TRANSFERS IN	0	0	4,064	4,064
Total Revenues	8,864	0	10,564	10,564
Expenditures				
7480.00 MANAGEMENT/ADM CHARGES	0	0	1,064	1,064
8310.00 PRINCIPAL PAYMENTS	5,000	0	4,500	4,500
8310.01 PRINC. PMT. - FUND 20 SEWER	0	0	5,000	5,000
Total Expenditures	10,010	0	10,564	10,564
SOUTH DUNSMUIR SEWER ASSMT.	-1,146	0	0	0

CITY OF DUNSMUIR

"Home of the Best Water on Earth"



RESOLUTION 2020-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR ADOPTING THE 2020-2022 OPERATING BUDGET

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

WHEREAS, the City Council of the City of Dunsmuir reviewed and approved the staff-proposed operating budget for the 2020-2022 fiscal years.

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

1. Adopts the City of Dunsmuir 2020-2022 Budget as introduced by staff,
2. Directs and authorizes the City Manager to:
 - A. Administer the Budget for 2020-2022
 - B. To provide these documents to the City Council and make them available to the public in final format as soon as possible.

IT IS HEREBY CERTIFIED that the foregoing Resolution 2020-14 was introduced and duly adopted by the City Council of the City of Dunsmuir at a regular meeting held on the 2nd day of July 2020, by the following vote:

AYES: Deutsch, Bryan, Keisler, Arth, Lucchesi
NOES: None
ABSENT: None
ABSTAIN: None

ATTEST:


Deputy City Clerk Perkins


Mayor Lucchesi