

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

**Via Zoom  
July 30<sup>th</sup> 2020**

**SPECIAL SESSION: 6:00 pm**

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

**Or Call: +1 669 900 6833**

**Enter Meeting ID: 844 2413 5442**

**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**
- 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 –**
  - a. Finance Committee Interviews & appointments.
  - b. DPAC report from Lynda Scheben
- 7. APPROVAL OF MINUTES: July 2, 2020**
- 8. CONSENT AGENDA:**
  - a. Check Register 6/27-7/24/2020
  - b. 2<sup>nd</sup> Reading of Ordinance 568 updated Parking Fine Bail structure
- 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**

**11. NEW BUSINESS**

- A. Designation of Voting Delegates and Alternates for League of California Cities.
- B. Airport due to/due from discussion
- C. Cannabis tax rate discussion
- D. 1<sup>st</sup> Reading of Backflow Prevention Ordinance 569

**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 5:30 PM July 27th, 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.



Deputy City Clerk  
Wendy Perkins

7/24/2020

Date



<b>STAFF REPORT</b>	
<b>RE:</b> Finance committee citizen appointment	<b>MEETING DATE:</b> 7/30/2020
<b>SUBMITTED BY:</b> Blake Michaelsen, Finance Director	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

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

Appoint a citizen member to the finance committee

**BACKGROUND/DISCUSSION:**

City council appointed 2 citizen members to the finance committee a year ago. The establishing document specifies an appointment of 2 years. It was decided to initially set one member to renew after one year to create alternating appointment years. Citizen member Mike DellaBona is the member with the expiring one-year term. The council is now asked to appoint a citizen member to the finance committee from the applicants.

**OPTIONS:**

Appoint or discuss options in appointing a member to the finance committee

**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:

**Comments:**

**SUGGESTED MOTIONS:** Motion to appoint \_\_\_\_\_ to the finance committee.

**Attachments:** Finance committee applications



5915 Dunsmuir Avenue  
Dunsmuir, CA 96025  
530.235.4822  
530.235.4822 fax

### City of Dunsmuir Finance Committee Application

Name MIKE DELABONA Phone 259-0932

Address 4412 OLIVE ST.

Email MBDELABONA@YAHOO.COM

Are you a registered voter? YES

Are you a resident of Dunsmuir or within the sphere of influence? YES.

Describe your relevant experience in Finance, Law, Accounting, or Business;

- MOST RECENTLY SERVED THIS PAST YEAR A 1YR  
TERM OF DUNSMUIR'S FINANCE COMMITTEE.
- 2 1/2 YRS IN UPPER RETAIL MANAGEMENT
- DISTRICT MANAGER
- REGIONAL MANAGER
- V.P. OF FOOD OPERATIONS
- ACCOUNTING DEGREE
- P.A. IN EDUCATION



5915 Dunsmuir Avenue  
Dunsmuir, CA 96025  
530.235.4822  
530.235.4822 fax

## City of Dunsmuir Finance Committee Application

Name Dena Marlatt Phone (530) 235-7024

Address 6200 Elinore Street, Dunsmuir, CA. 96025

Email dena.marlatt@yahoo.com

Are you a registered voter? Yes

Are you a resident of Dunsmuir or within the sphere of influence? Yes

Describe your relevant experience in Finance, Law, Accounting, or Business;

I have a B.A. degree from CSU-Chico and a California Brokers License which requires extensive courses in finance, business, and ethics. I am also a member of the Dunsmuir Chamber of Commerce Board with the goal of becoming the Board Treasurer. I attended Yreka High School where I was the Student Body Treasurer my senior year. I have attended several recent finance committee meetings which I believe demonstrates I have an interest in the City of Dunsmuir's finances. My observation of the current Finance Committee is that it could benefit from having a more diverse membership of citizens.

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## Airport Committee Report

July 30, 2020

The Airport Ad Hoc Committee held the quarterly meeting Wednesday, July 22<sup>nd</sup>. The meeting focused on communicating with the airport pilots on upcoming capital improvements and an open forum to discuss improvements the pilots need at the airfield. The input received from the pilots consisted of small safety improvements up to large capital improvements like moving hangars and expanding taxiways. The chief improvements listed (in no particular order):

- Replacement and movement of Windsock
- Installation of AWOS for weather conditions
- Installation of site wide cameras for security and condition checks
- Tree trimming on south end of airport
- Site drainage improvements to reduce flood risks
- Signage and chains for tie down area
- Installation of fuel station and payment system
- Water/Well status of Forest Service well that may be expanded to airport and back property
- Dust control for unpaved areas
- Movement of hangars encroaching into taxiway
- Additional paved area for sky cranes and helicopters for Forest Service
- Airport lounge for pilots and Forest Service
- Possible investigation of onsite docent to monitor and assist airport operations
- Lighting improvements for the site

Outside of the pilot forum, the pilots could ask questions about the upcoming runway replacement project. The project will take 60 days to complete. The City hopes to sell the grindings for a profit to assist Airport Fund deficit to the General Fund. Pilots will be notified via mail as soon as the City knows the project schedule.

## **DUNSMUIR CITY COUNCIL**

### **Minutes**

**July 2<sup>nd</sup>, 2020**

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

Meeting was called to order by Mayor Lucchesi at 6:01 pm.

#### **2. ROLL CALL**

Councilmembers present: Arth, Bryan, Deutsch, Keisler, Lucchesi

Councilmembers absent:

Staff present: CM Juhasz, Deputy City Perkins, Sgt Whetstine, FD Michaelson

#### **3. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**

- 4. PUBLIC COMMENT** Steve Bryan of CRC. Announcements about trainings of So County community members trained for DPAC and neighborhood watch groups to help people evacuate in an emergency.

Devon Warner – wanted to talk about public health safety. Sherriff didn't say wear a mask in public, Devon asks to wear masks, council, residents, or tourists. Wants businesses in town to enforce the mask requirement.

Paris Petrick – The street cleaner is doing a good job but they are doing it very early in the a.m. Why are we street sweeping so early in the morning?

Ann Phelps – 4139 Stagecoach. Wanted to address speed limit in the Tauhindauli Park. 15 mph signs posted.

Sarah and Marcus Novak – influx of code enforcement. Gratitude to city workers. Concerned about citations and warning notices on vehicles. Why now? These vehicles are on private property in front of our homes.

Bucko - Boats out front on north Caldwell, he's a fly fishing guide, his boats are not impeding the road. He uses this boat for his business and livelihood.

#### **5. COUNCIL AND STAFF COMMENTS**

Staff: Juhasz – Discussion on Wearing masks and enforcing this.

Street sweeping – Agrees it is way too early. Wants it done at a reasonable hour. On code enforcement, we've been w/o it for 6 years. Now that we have a Code enforcement officer, we are finally beginning to enforce municipal code. Plain and simple. There is an appeals process, form on our website and you may appeal any violation that you have got.

Council – Arth- Wants an update on the Mossbrae Falls trail situation and what the closure info is regarding covid-19. Keeping crowds away because of unsafe situation for potential transmission and also danger from getting clipped by passing trains.

Juhasz – Sherriff will enforce when they can.

Sgt Whetstine – We're at the end of the fiscal. 1<sup>st</sup> year with renegotiated contract. Contracted for 5280 hours for fiscal. Closer to 6800 hours. So we are over.

Speed limit at Tauhindauli – 1<sup>st</sup> time he's heard about speeders on that street. Months ago they put a radar reader there on Stagecoach. Radar unit can be replaced there in a few weeks.

Deutsch – Has been hearing lots about code enforcement. There's been gaps in enforcement, we can form a citizen task force, but someone to review codes that are there, and ratify that they still serve a purpose. Wear a mask! Be mindful of others esp. our seniors.

Fireworks, please refrain from using these this year, as we ban them for safety reasons. We need to do this because of the drought.

Juhasz – Cal Fire has been called to be on duty to enforce the fireworks ban.

Arth – Thanks members of the public for participating. Our Pet control problems have greatly resolved. Complaints about cars and boats, but officer must enforce all laws and codes. If you believe the laws are silly have dialogue to change them. Community garden almost had a sellout at the farmers market. Great for low income members of community, bring your EBT card and sign up at the resource center.

Keisler – Do the task, wear the mask.

Lucchesi – wishes everyone to have a safe 4<sup>th</sup> of July weekend. Shows support for wearing a mask in public when in close quarters. Agrees code amendments could be needed.

**6. COMMITTEE REPORTS - NONE**

**7. APPROVAL OF MINUTES:** June 18<sup>th</sup>, 2020

Motion by Keisler, 2<sup>nd</sup> by Deutsch to approve the minutes.

Voice Vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None 5-0-0-0

**8. CONSENT AGENDA:**

**A. Check Register 6/13-6/26**

Motion by Deutsch 2<sup>nd</sup> by Keisler to adopt consent agenda.

Voice Vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT:

ABSTAIN: None 5-0-0-0

**9. PUBLIC HEARING:** 1.5 cent sales tax increase

CCR 2020-13 - Sales and transaction general tax requiring a majority vote from the citizens. Asking the clerk to place this on the November ballot.

Arth – wants to know if this is passed when the funds would be available.

FD Michaelsen thinks it is within 8 months after it is enacted.

1<sup>st</sup> proceeds would be May or June. When it first passes some of the proceeds go to the costs from the election process.

PUBLIC HEARING OPEN @ 6.44 P.M.

Devon – Curious about the current local tax rate.

Juhasz – 7.75%

No Public Comment, Closed @ 6:46 p.m.

Deutsch – reality says we need for money. We need to raise our taxes to meet the city’s needs.

Keisler makes a motion to adopt the resolution 2020-13 and have election clerk place the general **tax measure** on the November ballot, 2<sup>nd</sup> by Arth to **adopt resolution 2020-13**

Unanimous yes

Voice Vote: AYES: Arth, Bryan, Deutsch, Keisler, Lucchesi

NOES: None

ABSENT: None

ABSTAIN: None 5-0-0-0

## 10. OLD BUSINESS - None

## 11. NEW BUSINESS

### A. Discussion of 2020-2020 Draft Budget -

Bryan – We now have a 2 year budget

Juhasz – our sales tax and TUT and TOT from lodging was down by over 80%. In looking at budget we had to look at the hit we’ve taken so far and extended that out as a projection for more of the same.

FD Michaelsen – goes through the 2020-2022 City Budget

Gas tax revenue will be down but will not get hit until one year from now.

CM Juhasz – Provide his comments on the upcoming budget. Talked about the impacts of Covid, TUT and TOT. staff and finance committee recommends we maintain a 20% reserve. With this budget we would get a reserve to 12%.

we stop funding: SCED for 1 year and Cemetery maintenance (community volunteers can help in our absence)

We have money from CARES act we can apply for from the lack of the airport revenue.

Children’s park. We own a paper street next door to it. Talking to the owner of Children’s park about a land swap that would help us reduce our rent at children’s park.

Rod and Gun club we get \$5 a year from. Which is very low. Work on getting more revenue from them. If not work on termination clause.

We have a placeholder for \$50K in cannabis revenue that we project.  
CRC – Finance committee suggested we reduce their funding to \$22,500  
Parks and Rec – Pool will be closed this year, recco not funding them this year.  
Consider suspending payments of City Parking lot near UP yard and near City Hall.  
Keisler – Wants to split the budget even amounts between Chamber and the CRC. 10 and 10.

Arth -

**PUBLIC COMMENT:**

Steven Bryan – Wants to thank Finance Committee and the City. Had a chance to join some of them. Thanks Keisler that the CRC is feeding 70% more people. We are doing well with our food, we’ve pulled in numerous resources, 211, united way, great northern, etc. Beating down every bust writing multiple grants to gain more funding.

Public comment closed @ 7:33 p.m.

Deutsch makes motion to amend community funding allocations: funding split chamber and CRC see \$10,000 a piece.

Deutsch – disagrees with that idea

Bryan – find his idea reasonable. FC as a whole sees that the Chamber needs to take the lead on stimulating economy.

We should vote individually.

**Keisler makes motion for the following community promotions funding fiscal 2020-2021 allocations:**

- Chamber of Commerce: \$10,000 plus \$1,000
- Awards Dinner: \$0
- Community Resource Center: \$10,000
- Library: \$22,500
- Parks and Recreation: \$0

**2<sup>nd</sup> by Bryan.**

Mayor supports the motion. CRC has been a lifeline for survival right now. Realize some people’s businesses are survival for those that own businesses. She wants to see leadership at the Chamber to let us know what they need but believe it’s vital to fund the CRC.

Voice Vote: AYES: Bryan, Keisler, Lucchesi,  
NOES: Deutsch, Arth  
ABSENT: None  
ABSTAIN: None  
3-2-0-0

**Motion to approve Resolution adoption 2020-14 to adopt the overall 2020-2022 Draft Budget by Deutsch 2<sup>nd</sup> by Keisler**

Voice Vote: AYES: Bryan, Keisler, Lucchesi, Deutsch, Arth  
NOES: None  
ABSENT: None  
ABSTAIN: None  
5-0-0-0

**12. FUTURE AGENDA ITEMS**

Arth – Oversight of historic district. Was agenda worthy last year. When Big Dave was Mayor in 2014 had joint committee of City Council and Planning Commission, important to preserve for history and prosperity. Ron McCloud suggested we go back to district type governments, but it never happened. Never appt of 5 members. Period of CM informed us to go easy on code violations. Request Mayor and CM sometime go to a meeting with Planning Commission meeting and CC to go through different models of managing the Historic District oversight. Wants it treated as a taxable district. As we move into enforcement of vacant and distressed building ordinance. Wants to see that start with Planning Comm. Rather than turn immediately to Code Enforcement action.

Bryan – July 16<sup>th</sup> we need to appoint someone to Finance Committee. Mike Dellabonna would like to serve again.

Deutsch – wants us to talk more about wearing masks on the next Agenda. Should we do a resolution to address?

Mayor – will speak with CM Juhasz about the mask issue.

**13. ADJOURNMENT**

Meeting was adjourned at 8:11 p.m. by Consensus  
Keisler made the motion, 2<sup>nd</sup> by Deutsch.

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Mayor Lucchesi

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Wendy Perkins, Deputy City Clerk

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Date

# Check Register Report

06/27/2020-07/24/2020

Date: 07/24/2020

Time: 2:32 pm

Page: 1

City of Dunsmuir

BANK: U.S. BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>U.S. BANK Checks</b>								
53996	07/10/2020	Printed			514	ADVANCED INFOSYSTEMS	Billing/ Postage July 2020	383.48
53997	07/10/2020	Printed			1910	AT&T	WWTP alarm	90.18
53998	07/10/2020	Printed			1910	AT&T	SDSA pump alarm	90.18
53999	07/10/2020	Printed			1910	AT&T	Look out point lift station	65.68
54000	07/10/2020	Printed			1910	AT&T	SR lift Alarm	68.99
54001	07/10/2020	Printed			1910	AT&T	I5 lift station	90.18
54002	07/10/2020	Printed			1910	AT&T	Riv Ave lift station	90.18
54003	07/10/2020	Printed			2635	BASIC LABORATORY, INC.	WW monthly LND	366.60
54004	07/10/2020	Printed			2800	BAXTER AUTO PARTS, INC.	16G4Hplus paint sprayer	91.03
54005	07/10/2020	Printed			9000	CABITTO'S SMALL ENGINE REPAIR	chain/air filter and plug	52.83
54006	07/10/2020	Printed			5325	REBECCA CATLETT	June-July2020 Cleaning	363.00
54007	07/10/2020	Printed			9820	CITY OF DUNSMUIR	I-5 Lift station	480.00
54008	07/10/2020	Printed			6325	CLEMENS WASTE REMOVAL	can rmetal/ recycling/sorting	9,384.99
54009	07/10/2020	Printed			10149	DIVISION OF THE STATE ARCHITECT	April20-June2020	37.60
54010	07/10/2020	Printed			9850	DUNSMUIR TRUE VALUE	check lost in mail 2nd check	7.75
54012	07/10/2020	Printed			9850	DUNSMUIR TRUE VALUE	June 2020 suplies	316.23
54013	07/10/2020	Printed			11255	ELECSYS INTERNATIONAL CORP	monthly contract June2020	223.50
54014	07/10/2020	Printed			9303	FASTENAL COMPANY	blowgun, wrench,plier	3,206.87
54015	07/10/2020	Printed			5219	FERGUSON ENTERPRISES INC,1423	4 wide range rest coup simpson	10,478.05
54016	07/10/2020	Printed			17013	GOLD NUGGET PRINTING CO.	Wildfire Brochure	433.91
54017	07/10/2020	Printed			10657	GRIMM, GREG	Grade 3 operator June 2020	3,688.04
54018	07/10/2020	Printed			22145	INTERSTATE SALES	dead end mossbrae sing	46.76
54019	07/10/2020	Printed			26425	KEN ELGIN	lube and oil change C-800	121.39
54020	07/10/2020	Printed			10650	MT. SHASTA IT SERVICES, INQT	services	1,200.00
54021	07/10/2020	Printed			39015	PACIFIC POWER	June2020	6,197.46
54022	07/10/2020	Printed			39853	PURCHASE POWER	account4063 postage	500.00
54023	07/10/2020	Printed			10587	SCI CONSULTING GROUP	Sweet water LLC Cannabis Reviw	1,093.75
54024	07/10/2020	Printed			47520	SHASTA AUTO SUPPLY	June2020	1,042.64
54025	07/10/2020	Printed			10664	SISKIYOU COUNTY	LAFCO 20/21	871.45
54026	07/10/2020	Printed			47676	SMITH BUILDING SERVICES, LLC	building services June2020	1,558.33
54027	07/10/2020	Printed			57228	SOLANO'S CONTRACTOR	86-Z blower	973.09
54028	07/10/2020	Printed			48255	SOUSA READY MIX, LLC.	Leffo's delivered	1,094.64
54029	07/10/2020	Printed			9413	STATEWIDE TRAFFIC SAFETY	18", 28" cones	926.01
54030	07/10/2020	Printed			53810	US BANK EQUIPMENT FINANCE	Printer and copiers	913.81
54031	07/10/2020	Printed			9318	US POSTMASTER	Postage for billing	1,500.00
54032	07/10/2020	Printed			53806	USA BLUE BOOK, INC	Autodialer I-5, Shasta Retreat	1,415.20
54033	07/10/2020	Printed			50850	VERIZON WIRELESS	WW, PW, Cod phone270733346-001	135.60
54034	07/10/2020	Printed			50850	VERIZON WIRELESS	Fire Dep Phone 570733275-001	149.67
54035	07/10/2020	Printed			10369	CALEB WEBB	renewal for WW 1 operator	110.00
54036	07/10/2020	Printed			10617	WOODS, NATHANIEL	Deposit Refund Back Country Or	5,340.27
54037	07/17/2020	Printed			3572	ANTHEM BLUE CROSS	life ins. 7-1-20 to 8-1-20	231.32
54038	07/17/2020	Printed			1910	AT&T	wwtp fax 0850	40.50
54039	07/17/2020	Printed			10665	BALL, GARRETT	Sweetwater station 5986Duns.	5,037.50
54040	07/17/2020	Printed			2635	BASIC LABORATORY, INC.	ww biweekly LND test	768.60
54041	07/17/2020	Printed			4523	BURTON'S FIRE, INC.	hose testing	1,240.00
54042	07/17/2020	Printed			8505	DCS TESTING & EQUIPMENT, INC.	Fire hose testing	2,054.00
54043	07/17/2020	Printed			9393	DUNSMUIR RECREATION DISTRICT	tauhindauli park maint. June20	590.00
54044	07/17/2020	Printed			12122	EMERGENCY MEDICAL PRODUCTS,INC	patient mover	83.36
54045	07/17/2020	Printed			5219	FERGUSON ENTERPRISES INC,1423	DP Soc Set	837.66
54046	07/17/2020	Printed			47610	FISCHER'S SISKIYOU	Porta potty Hedge creek rent	205.60



**ORDINANCE NO. 568**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNSMUIR  
AMENDING SECTION 10.12.010 OF THE CITY MUNICIPAL CODE  
DEALING WITH PARKING FINES**

The City Council of the City of Dunsmuir ordains as follows:

**Section 1:** Chapter 10.12, Section 10.12.010 of the Municipal Code is amended to read as follows:

**"10.12.010 - Bail Schedule.**

By resolution of the City Council shall establish a bail schedule for bail for parking code violations and for fines in the event of convictions of parking code violations."

**Section 2: Adoption.**

This ordinance shall take effect and be in full force and effect from and after 30 days after its passage. The clerk shall cause this ordinance to be published as required by law.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2020, by the following vote:

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

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

ATTEST:

FORM APPROVED:

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

\_\_\_\_\_  
John Sullivan Kenny  
City Attorney

10.12.010 – Bail Schedule

Bail for parking violations shall be as set forth hereinafter. If a case reaches court, these amounts shall be the fines for conviction on these sections

		Current	Proposed
10.04.010(A)	Red zone	\$23.00	\$35.00
10.04.010(B)	Yellow zone	\$9.00	\$30.00
10.04.010(C)	White zone	\$9.00	\$30.00
10.04.010(D)	Green zone	\$9.00	\$30.00
10.04.010(E)	Blue zone	\$103.00	\$125.00
10.04.010(F)	Seventy-two-hour-zone	\$13.00	\$50.00
10.04.010(G)	No parking zone	\$23.00	\$50.00
10.04.010(H)	Parking on grades	\$9.00	\$30.00
10.04.010(I)	Parking For sale/advertising	\$13.00	\$50.00
10.04.010(J)	Repairs on street	\$23.00	\$35.00
10.04.010(K)	Snow parking	\$13.00	\$35.00
10.04.010(L)	Twelve-hour zone	\$9.00	\$30.00
10.08.010(A)	Two-hour-zone	\$9.00	\$30.00
10.08.010(B)	Restricted parking, vehicles six feet or more in height	\$23.00	\$50.00
10.08.010(C)	Restricted parking, commercial vehicles, two am-six am	\$23.00	\$35.00
10.08.010(D)	Three-hour-zone	\$9.00	\$30.00
California Vehicle Code			
4000(a)(1)	Registration	\$250.00/\$50.00	\$285.00/\$50.00*
5200	License plates	\$21.50	\$25.00
5204(a)	Tags required	\$21.50	\$25.00
21210	Bike on sidewalk	\$21.50	\$25.00
22500	Parking unlawfully	\$21.50	\$25.00
22500.1	Parking, stopping or standing in designated fire lane	\$21.50	\$35.00
22052(A)	Park parallel within eighteen inches of curb	\$21.50	\$35.00
22514	Near fire hydrant	\$31.50	\$80.00
22515	Unattended vehicle	\$21.50	\$35.00
22516	Improperly locked	\$31.50	\$35.00
22517	Door opened into traffic	\$31.50	\$35.00
22526(d)	On/near railroad track	\$31.50	\$35.00
24401	Dimmed lights on parking vehicle	\$31.50	\$25.00
27454	Projections on tires	\$38.00	\$25.00

\*Note: The fine is two hundred eighty five dollars (\$285.00) unless proof of registration is furnished, in which case the fine is reduced to fifty dollars (\$50.00).

The city council may change the bail and fine by ordinance or resolution.

Council Action Advised by August 31, 2020

June 30, 2020

**TO: Mayors, City Managers and City Clerks**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference & Expo – October 7 – 9, 2020**

The League's 2020 Annual Conference & Expo is scheduled for October 7 – 9. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, October 9. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

**Please complete the attached Voting Delegate form and return it to the League's office no later than Wednesday, September 30. This will allow us time to establish voting delegate/alternate records prior to the conference.**

Please note the following procedures are intended to ensure the integrity of the voting process at the Annual Business Meeting. These procedures assume that the conference will be held in-person at the Long Beach Convention Center as planned. Should COVID-19 conditions and restrictions prohibit the League from holding an in-person conference, new procedures will be provided.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open by the end of July at [www.cacities.org](http://www.cacities.org). In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the

special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 7, 8:00 a.m. – 6:00 p.m.; Thursday, October 8, 7:00 a.m. – 4:00 p.m.; and Friday, October 9, 7:30 a.m.–11:30 a.m.. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Wednesday, September 30. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



CITY: \_\_\_\_\_

2020 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Wednesday, September 30, 2020. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: \_\_\_\_\_

Title: \_\_\_\_\_

2. VOTING DELEGATE - ALTERNATE

Name: \_\_\_\_\_

Title: \_\_\_\_\_

3. VOTING DELEGATE - ALTERNATE

Name: \_\_\_\_\_

Title: \_\_\_\_\_

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

**ATTEST:** I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Mayor or City Clerk \_\_\_\_\_  
(circle one) (signature)

Date \_\_\_\_\_ Phone \_\_\_\_\_

Please complete and return by Wednesday, September 30, 2020

League of California Cities  
**ATTN: Darla Yacub**  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

**FAX: (916) 658-8240**  
E-mail: [dyacub@cacities.org](mailto:dyacub@cacities.org)  
(916) 658-8254



## Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



STAFF REPORT	
<b>RE:</b> Airport due to/due from discussion	<b>MEETING DATE:</b> 7/30/2020
<b>SUBMITTED BY:</b> Blake Michaelsen, Finance Director	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

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

Discuss the airport fund due to/due from

**BACKGROUND/DISCUSSION:**

The airport fund owes the general fund approximately \$85,000. This amount is shown on the annual audits as a "due to/due from."

**OPTIONS:**

1. Keep due to/due from
2. General fund transfer to clear the due to/due from
3. Council has ability to add interest to the due to/due from

**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: Airport

**Comments:**

**SUGGESTED MOTIONS:**

**Attachments:**



<b>STAFF REPORT</b>	
<b>RE:</b> Cannabis tax rate discussion	<b>MEETING DATE:</b> 7/30/2020
<b>SUBMITTED BY:</b> Blake Michaelson, Finance Director	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

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

Discuss the cannabis tax rate

**BACKGROUND/DISCUSSION:**

Commercial cannabis was adopted by city council December 2017 through ordinance 558 which states the purpose and intent to;

“Regulate the cultivation, and sale of cannabis in order to ensure the health, safety and welfare of the residents of the City of Dunsmuir.”

Ordinance 559 discusses the tax rate levied upon commercial cannabis establishments. There are two (2) tax rates; one (1) for cultivation, and one (1) for all other business. This ordinance establishes a maximum tax rate and an initial tax rate. The rates are as follows;

1. Commercial cultivation; tax rate up to \$3.50 per dry-weight ounce of cannabis flower, cannabis leaves, fresh cannabis plants that enter the commercial market. The initial tax rate is \$3.00 per dry-weight ounce.
2. All other commercial cannabis business; tax rate up to ten percent (10%) of gross receipts. The initial tax rate is four percent (4%).

The city council can adjust the tax rate according to Ordinance 559;

“Notwithstanding the maximum tax rate established by this ordinance, the City Council may at its discretion, at any time by resolution, implement a lower tax rate for all persons engaged in commercial cannabis manufacturing within the City of Dunsmuir city limits subject to the maximum rate established in subsection (C)(I). The City Council may, by resolution, also increase any such tax rate from time to time, not to exceed the maximum tax rate established in subsection (C)(I).”

The current budgeted amount of cannabis tax revenue is \$55,000.

Tax rates for nearby cities are;

- Mt. Shasta – 3% retail. \$0.30 per dry flower. \$0.20 per dry leaf. \$0.02 per wet plant
- Shasta Lake – \$3 per square foot cultivation. \$7 per square foot manufacturing. 3% retail nursery/distributor and 6% dispensary retail.
- Redding – \$3 per square foot cultivation. 5% retail. 3% other commercial.

<u>City</u>	<u>Cultivation</u>	<u>Other</u>
Dunsmuir	\$3 per ounce	4% retail
Mt. Shasta	\$.3 flower, \$.2 leaf, \$.02 wet	3% retail
Shasta Lake	\$3 per square foot	3% or 6% retail, \$7 per square foot manufacturing
Redding	\$3 per square foot	5% retail. 3% other

**OPTIONS:**

Adjust or do not adjust the cannabis tax rate

**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: All Funds

**Comments:**

**SUGGESTED MOTIONS:** Motion to set cannabis tax rate at \_\_\_\_ for cultivation and \_\_\_\_ for all other cannabis business.

**Attachments:**



# CITY OF Dunsmuir

STAFF REPORT	
<b>RE:</b> Mandated update to the Backflow Prevention Ordinance	<b>MEETING DATE:</b> 7/30/2020
<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:**

Approve a State mandated update to our Backflow Prevention Ordinance

**BACKGROUND/DISCUSSION:**

The purpose of this ordinance is to protect the public water supply system from contamination due to potential and actual cross-connections. This shall be accomplished by the establishment of a cross-connection control program as required by State regulations. This ordinance is to be adopted pursuant to Title 17, Section 7583 – 7605, inclusive, of the California Code of Regulations, entitled “Regulations Relating to Cross-Connections”.

**OPTIONS:**

Approve or reject the proposed ordinance

**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:** Move to approve the state mandated ordinance to prevent potential and actual cross-connections.

**Attachments:**

**ORDINANCE No. 569**  
**Example Cross-Connection Control Ordinance**  
**Small Water System**

AN ORDINANCE INSTITUTING A CROSS-CONNECTION CONTROL PROGRAM  
TO PROTECT THE PUBLIC WATER SYSTEM

THE {Water Supplier} DOES ORDAIN AS FOLLOWS:

Section 13.04.230 Cross-Connections

The purpose of this ordinance is to protect the public water supply system from contamination due to potential and actual cross-connections. This shall be accomplished by the establishment of a cross-connection control program as required by State regulations. This ordinance is adopted pursuant to Title 17, Section 7583 – 7605, inclusive, of the California Code of Regulations, entitled “Regulations Relating to Cross-Connections”.

SECTION II 13.04.231

The {General Manager/cross-connection control specialist} shall be responsible for implementing and enforcing the cross-connection control program. An appropriate backflow prevention assembly shall be installed by and at the expense of the water user at each user connection where required to prevent backflow from the water user’s premises to the domestic water system. It shall be the water user’s responsibility to comply with the {Water Supplier}’s requirements.

SECTION III Section 13.04.232

The type of protection that shall be provided to prevent backflow into the public water supply system shall be commensurate with the degree of hazard, actual or potential, that exists on the water user’s premises. Unprotected cross-connections with the public water supply are prohibited. The type of backflow prevention assembly that may be required (listed in decreasing level of protection) includes: Air-gap separation (AG), Reduced Pressure Principle Backflow Prevention Assembly (RP), and Double Check Valve Assembly (DC). The water user may choose a higher level of protection than required by the water supplier. The minimum types of backflow prevention required to protect the approved water supply at the user’s water connection to premises with varying degrees of hazard are listed in Table 1 of Section 7604, Title 17. Situations which are not covered in Table 1 shall be evaluated on a case-by-case basis and the appropriate backflow prevention shall be determined by the water supplier or health agency.

## SECTION 13.04.233 – BACKFLOW PREVENTION ASSEMBLIES

Only backflow prevention assemblies which have been approved by the {Water Supplier} shall be acceptable for installation by a water user. A list of approved backflow prevention assemblies will be provided upon required to any affected customer. Backflow prevention assemblies shall be installed in a manner prescribed in Section 7603, Title 17. Location of the assemblies shall be as close as practical to the user's connection. The {Water Supplier} shall have the final authority in determining the required location of the backflow prevention assembly.

Testing of backflow assemblies shall be conducted only by qualified testers and testing will be the responsibility of the water user. Backflow prevention assemblies must be tested at least annually and immediately after installation, relocation or repair. More frequent testing may be required if deemed by the {Water Supplier}. No assembly shall be placed back in service unless it is functioning as required. These assemblies shall be serviced, overhauled, or replaced whenever they are found to be defective and all costs of testing, repair, and maintenance shall be borne by the water user. Approval must be obtained from the {Water Supplier} prior to removing, relocating or replacing a backflow prevention assembly.

## Section 13.04.234 – ADMINISTRATION

The cross-connection control program shall be administered by the {General Manager/cross-connection control specialist}. The {Water Supplier} will establish and maintain a list of approved backflow prevention assemblies as well as a list of approved backflow prevention assembly testers. The {Water Supplier} shall conduct necessary surveys of water user premises to evaluate the degree of potential health hazards. The {Water Supplier} shall notify users when an assembly needs to be tested. The notice shall contain the date when the test must be completed.

## SECTION 13.04.235 – WATER SERVICE TERMINATION

When the {Water Supplier} encounters water uses that represent a clear and immediate hazard to the potable water supply that cannot be immediately abated, the procedure for terminating water service shall be instituted. Conditions of water uses that create a basis for water service termination shall include, but are not limited to, the following:

1. Refusal to install or to test a backflow prevention assembly, or to repair or replace a faulty backflow prevention assembly.
2. Direct or indirect connection between the public water system and a sewer line.

3. Unprotected direct or indirect connection between the public water system and a system or equipment containing contaminants.
4. Unprotected direct or indirect connection between the public water system and an auxiliary water system.

For condition 1, the {Water Supplier} will terminate service to a water user's premises after proper notification has been sent. If no action is taken within the allowed time period, water service shall be terminated.

For conditions 2, 3, or 4, the {Water Supplier} shall take the following steps:

1. Make reasonable effort to advise the water user of intent to terminate water service;
2. Terminate water service and lock service valve. The water service shall remain inactive until correction of violations has been approved by the {Water Supplier}.

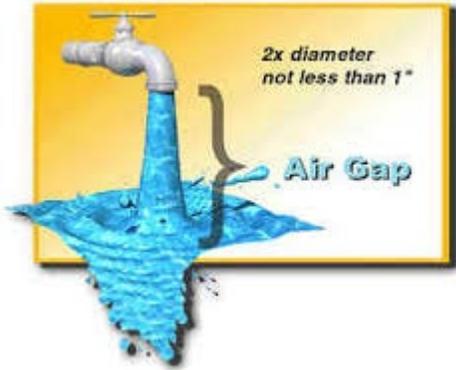
## SECTION II – EFFECTIVE DATE

This ordinance shall supersede all previous cross-connection control ordinances and shall take effect thirty (30) days from the date of its adoption. Before the expiration of fifteen (15) days after its adoption, this Ordinance was published in July 15th, a newspaper of general circulation, printed and published in the Siskiyou County News.

# City of Dunsmuir

5915 Dunsmuir Avenue  
Dunsmuir, CA 96025  
(530) 235-4822

## CROSS-CONNECTION CONTROL PROGRAM July 2020



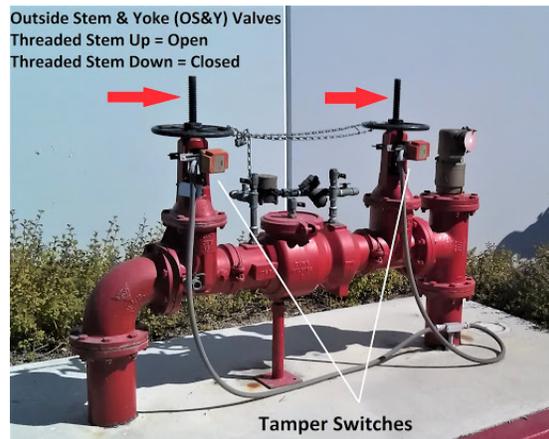
Air Gap Backflow Prevention



Double Check Valve Assembly



Reduced Pressure Principal Device



Fire Protection Valve Assembly

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## 1.0 PURPOSE

The purpose of the Cross-Connection Control Plan implemented by the **City of Dunsmuir** is to reduce the hazard of contamination of the public water system by identifying actual and potential cross-connections and taking action to protect the system from these hazards. This is accomplished by installing backflow prevention assemblies where hazards are identified.

## 2.0 SCOPE

The scope of the Cross-Connection Control Program includes all the elements necessary to ensure compliance with the California Code of Regulations, Title 17, and the State Water Resources Control Board Sections §7583 through §7605. The scope of the program encompasses the administration of employee training to meet state requirements, the surveying of residential and commercial properties for potential cross-connection hazards, designation of appropriate backflow prevention, testing of devices, maintenance of records, and overall program administration.

## 3.0 DEFINITIONS

The following definitions describe those terms and phrases that are pertinent to the various elements of a cross-connection control program:

### 3.1 **Air-Gap Separation**

The term “air-gap separation” shall mean a physical break between the free-flowing discharge end of a potable water supply pipeline and an open or non-pressure receiving vessel. An “approved air-gap separation” shall be at least double the diameter of the supply pipe measured vertically above the overflow rim of the vessel, in no case less than 1 inch.

### 3.2 **Approved Backflow Prevention Assembly**

Must include isolation valves and test cocks to facilitate in-line testing and repair. The assembly must appear on a current approval list from the American Society of Sanitary Engineering (A.S.S.E.) or on an approval list from the Foundation of Cross-Connection Control and Hydraulic Research at the University of Southern California (FCCC & HR @ USC).

<http://www.asse-plumbing.org/>

<https://fccchr.usc.edu/list.html>

### 3.3 **Approved Water Supply**

The term “approved water supply” means any local water supply whose potability is regulated by a State or Local health agency.

### 3.4 **Auxiliary Water Supply**

The term “auxiliary water supply” means any water supply on or available to the premises other than the approved water supply as delivered by the water purveyor to the service connection.

### 3.5 **AWWA Standard**

The term “AWWA Standard” means an official standard developed and approved by the American Water Works Association (AWWA).

3.6 **Backflow**

The term “backflow” shall mean a flow condition, caused by a differential in pressure that causes the flow of water or other liquid, gases, mixtures or substances into the distributing pipes of a potable supply of water from any source or sources other than an approved water supply source. Back siphonage is one cause of backflow. Back pressure is the other cause.

3.7 **Confined Space**

Means a space that:

1. Is large enough and so configured that an employee can bodily enter and perform assigned work; and
2. Has limited or restricted means for entry or exit (for example, tanks vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry.); and
3. Is not designed for continuous employee occupancy.

This definition is given because backflow assemblies are often found in these types of spaces.

3.8 **Consumer of Record**

The consumer of record is the person, business, or owners that have applied for service from The City of Dunsmuir. This may be, but is not limited to, the tenant, landlord, resident, business, or property owner.

3.9 **Contamination**

The term “contamination” means a degradation of the quality of the potable water by any foreign substance which creates a hazard to the public health, or which may impair the usefulness or quality of the water.

3.10 **Pollution**

The term “pollution” shall mean an impairment of the quality of the water to a degree which does not create a hazard to the public health, but, which does adversely and unreasonably affect the aesthetic qualities of such waters for domestic use.

3.11 **Cross-Connection**

The term “cross-connection” as used in this document means any unprotected actual or potential connection between a potable water system used to supply water for drinking purposes and any source or system containing unapproved water or a substance that is not or cannot be approved as safe, wholesome, and potable.

By-pass arrangements, jumper connections, removable sections, swivel or changeover devices, or other devices through which backflow could occur, shall be considered cross-connections.

3.12 **Double Check Valve Assembly**

The term “double check valve assembly” means an assembly of at least two independently acting check valves including tightly closing, resilient seated, shutoff valves on each side of the check valve assembly and test cocks available for testing the water tightness of each check valve.

- 3.13 **Health Agency**  
The term “health agency” means the State Water Resources Control Board-Division of Drinking Water, or the local health agency with respect to a small water system.
- 3.14 **Local Health Agency**  
The term “local health agency” means the County of Siskiyou, Department of Environmental Health Services.
- 3.15 **Person**  
The term “person” means an individual, corporation, company, association, partnership, municipality, public utility, or other public body or institution.
- 3.16 **Premises**  
The term “premises” means any and all areas on a water user’s property which are served or have the potential to be served by the public water system.
- 3.17 **Public Water System**  
The term “public water system” means a system for the provision of piped water to the public for human consumption that has fifteen or more service connections or regularly serves 25 or more people daily for at least 60 days out of the year.
- 3.18 **Reclaimed Water**  
The term “reclaimed water” means a wastewater which, because of treatment, is suitable for uses other than direct potable use.
- 3.19 **Reduced Pressure Principle Backflow Prevention Assembly**  
The term “reduced pressure principle backflow prevention assembly” means an assembly incorporating two or more check valves and an automatically operating differential relief valve located between the two checks, a tightly closing, resilient seated, shut-off valve on each side of the check valve assembly, and equipped with the necessary test cocks for testing.
- 3.20 **Service Connection**  
The term “service connection” refers to the point of connection of a user’s piping to the water supplier’s facilities.
- 3.21 **Water Supplier**  
The term “water supplier” means the person who owns or operates the approved water supply system.
- 3.22 **Water User**  
The term “water user” means any person obtaining water from an approved water supply system.
- 3.23 **Program Coordinator**  
The term “Program Coordinator” means any person designated by the **City of Dunsmuir**, with the training, knowledge, and authority to administer the Cross-Connection Control Plan.

## 4.0 ADMINISTRATION OF PROGRAM

### 4.1 Authority

**The City of Dunsmuir**, in accordance with the California Code of Regulations Title 17, §§7584-7605, is instituting a policy of backflow prevention/protection of the Water System, and hereby adopts this Cross-Connection Control Program that supersedes all other backflow or Cross-Connection Control Programs.

### 4.2 Authorized Cross-Connection Control (CCCP) Program Coordinator(s)

The authorized CCCP Coordinator is the person sufficiently trained and designated by the administration of The City of Dunsmuir to administer the program in accordance with the written policies and procedures of the **City of Dunsmuir** and of the Cross-Connection Control Program.

### 4.3 New Construction

Back flow prevention devices may be required on all new construction sites and all new connections to the Water System at the discretion of the Siskiyou County Building Department Code Enforcement or at the discretion of the City of Dunsmuir. **The owner of the parcel will be responsible for the costs associated with acquiring, installing, maintaining, and annual certification of required backflow prevention devices.**

When the new service line is installed it shall be locked off and no service shall be provided until installation of the backflow prevention assembly is complete. Upon installation of the backflow prevention assembly, the **City of Dunsmuir**, or assigned party, shall inspect the installation. Upon successful inspection and testing, water service may be provided.

### 4.4 Existing Consumers

When it is determined by the survey of the authorized CCCP person that an actual or potential cross-connection or backflow condition is present in an existing facility, the installation of an approved backflow prevention assembly commensurate with the actual or potential hazard shall be required.

A series of four letters to the consumer of record shall begin outlining the results of the survey, and the actions needed to comply with the **City of Dunsmuir** CCCP. The first letter shall provide information as to the type of backflow prevention assembly needed, a list of approved assemblies, a schematic of the installation, and a list of companies that do this type of work in the area. The remaining three letters shall be reminders sequentially leading up to possible termination of service for non-compliance.

Should an existing backflow assembly be in place that does not comply with The City of Dunsmuir installation requirements or is not commensurate with the degree of hazard found on site, the device shall be repaired or upgraded as required by the **City of Dunsmuir**.

## 5.0 SURVEYS

### 5.1 Identification of Survey Candidates

The City of Dunsmuir has determined specific types of hazards that may pose an actual or potential backflow hazard to the public water supply. These hazards are identified from lists of activities at residences and commercial connections where cross-connections are likely to be found, as provided by the State of California, and the University of Southern California, Foundation for Cross Connection Control and Hydraulic Research. From these lists, specific consumers in the **City of Dunsmuir** service area shall be identified by consumer applications for service, directories, mailing lists, associations, & business licenses.

### 5.2 Survey

When possible, a request to survey the premises shall be made and a date and time agreed upon. Should the request to survey be denied, letters shall be sent directing installation of the appropriate backflow assembly based on knowledge of the specific premises or business activity. Due to the resources that may be necessary to implement this required program, The City of Dunsmuir may utilize the services of a professional Cross-Connection Specialist or Company to accomplish portions of, or the entire Cross-Connection Control Plan and Surveys.

During the survey, many factors are considered to determine if the consumer is or could be a potential hazard to the public water supply.

These include:

1. Sources of water on site.
2. Types of water on site.
3. Uses of water on site.
4. Types of water using equipment.
5. Condition of water using equipment.
6. Complexity of plumbing on site, and the potential for alterations of that system.
7. Storage and use of hazardous materials on site.

All the factors found and recorded during the survey shall be considered in the determination of backflow prevention requirements.

Each consumer requiring a backflow prevention assembly shall be notified by letter. The consumer shall be informed of their responsibility to provide backflow protection and the type of backflow assembly required in accordance with Title 17 of the California Administrative Code.

Should it be determined that the consumer does not require a backflow prevention device, they shall be notified in person that no such assembly is required at this time.

## 6.0 INSTALLATION OF BACKFLOW ASSEMBLIES

Backflow prevention assemblies shall be installed in accordance with section 7603, Title 17 of the California Administrative Code and The City of Dunsmuir's approved policies, any deviation from these codes and policies require the City of Dunsmuir's written approval.

### 6.1 **Air-Gap Separation (AG)**

The Air-gap separation shall be located as close as practical to the user's connection and all piping between the user's connection and the receiving tank shall be entirely visible unless otherwise approved by The City of Dunsmuir.

### 6.2 **Double Check Valve Assembly (DC)**

A double check valve assembly, if approval is given by The City of Dunsmuir for installation, a double check valve assembly shall be located as close as practical to the user's connection and shall be installed above grade, if possible, and in a manner where it is readily accessible for testing and maintenance unless otherwise approved by The City of Dunsmuir.

### 6.3 **Reduced Pressure Principle Backflow Prevention Assembly (RPP)**

A Reduced pressure principle backflow prevention assembly shall be located directly behind the meter or curb stop and shall be installed a minimum of twelve inches (12") above grade and not more than thirty-six inches (36") above grade measured from the bottom of the device and with a minimum of twelve inches (12") side clearance in a manner where the assembly is readily accessible for testing and maintenance unless otherwise approved by The City of Dunsmuir.

In no case shall a cut, tee, or tap be made between the user's meter or curb stop and the backflow prevention assembly.

Any deviation of installation from the codes and policies shall have approval of The City of Dunsmuir prior to installation.

All backflow prevention assembly installations shall be inspected by The City of Dunsmuir to ensure compliance with the requirements of Siskiyou County Building code, SWRCB-DDW, and The City of Dunsmuir.

## 7.0 TESTING

### 7.1 **Frequency of Testing**

All backflow prevention assemblies shall be tested at least annually, and immediately after installation, relocation, or repair, by an AWWA or ABA certified test person in accordance with Title 17 of the California Administrative Code.

## 7.2 Responsibility for Testing

As per Title 17 of the California Administrative Code, the consumer of record is responsible for the installation, testing, and maintenance of the backflow prevention assembly. Reports of backflow prevention assembly testing shall be sent to the City of Dunsmuir CCCP Program Coordinator. The City of Dunsmuir will assume the role of installation and testing of devices, upon and through the notification process, if the consumer of record fails to do so. The City of Dunsmuir will charge the property owner, for reimbursement of said installation and testing services. **The owner of the parcel will be responsible for all costs associated with acquiring, installing, maintaining, and annual certification of required backflow prevention devices.**

### 7.3 Testing-The City of Dunsmuir shall require back flow assembly testing as described in Section 7.2

If the consumer of record:

1. Does not give permission for a shut down, or
2. Denies access to the device, or if the
3. Device is in an unsafe location (i.e. confined space)

Then letters shall be sent requesting the consumer:

1. Allow testing of the device to take place
2. Allow access to the device for required testing
3. Require the consumer have the device moved at their own expense

The results will be sent to the City of Dunsmuir CCCP Program Coordinator in accordance with the City of Dunsmuir Cross Connection Control Plan.

### 7.4 Failure of Backflow Assembly

Should an existing assembly fail the annual test a series of letters shall be sent directing the consumer to contract an approved qualified repair person and have the assembly repaired and tested. The passing results are to be directed to The City of Dunsmuir to clear the account and avoid termination of service.

### 7.5 Enclosures

The City of Dunsmuir shall supply each affected consumer of record with a list of persons on file with The City of Dunsmuir and certified by AWWA or ABA to test backflow prevention assemblies, and the list of State of California approved backflow prevention assemblies.

### 7.6 Procedures for Testing and Inspection

The City of Dunsmuir has accepted the certification and procedures of the AWWA. These procedures have been adopted from the USC Foundation for Cross-Connection Control and Hydraulic Research, "Manual of Cross Connection Control" Tenth Edition.

<https://fccchr.usc.edu/tools.html#TenthEdition>

## 8.0 TERMINATION OF SERVICE

### 8.1 Basis for Termination

When the City of Dunsmuir encounters a water use that represents a clear and immediate hazard to the potable water supply that cannot be immediately abated, The City of Dunsmuir shall initiate the procedure for discontinuing water service.

Conditions or water uses that create a basis for water termination shall include, but are not limited to, the following items:

1. Refusal to install a required backflow prevention assembly.
2. Refusal to test a backflow prevention assembly.
3. Refusal to repair a faulty backflow prevention assembly.
4. Refusal to upgrade a backflow prevention assembly to the necessary level of protection.
5. A situation which presents an immediate health hazard to the public water system.

### 8.2 Service Termination Procedures

For condition 1, 2, 3, or 4, outlined above, The City of Dunsmuir shall terminate service to a consumer's premises after four (4) written notices have been sent specifying the corrective action needed and the time period in which it must be done.

The first notice is an information letter which outlines the requirements and a specific period to comply (30 days). If no response is received in the specified period, a second letter will be sent.

The second notice gives a 15-day period to comply. Also, the consumer is notified that water service will be terminated if no response is received after a specific period and that the Siskiyou County Health Department, and the SWRCB-Division of Drinking Water will be notified.

The third (or final) notice gives the consumer an additional 10 days to comply and restates the consequences of not complying.

The fourth (or termination) notice gives the consumer another 10 days to comply and sets the actual date that service will be terminated.

For condition "5" The City of Dunsmuir shall take the following steps:

1. Make a reasonable effort to advise the water user of intent to terminate water service.
2. Attempt to contact the responsible party listed on the account by telephone and follow-up letter and notify the Siskiyou County Health Department, and the SWRCB-Division of Drinking Water.
3. Terminate water supply and lock service valve. The water service will remain inactive until corrective action is taken or a backflow prevention assembly is installed and tested.

## **9.0 REPORTING**

All reporting required by the CCCP for the City of Dunsmuir, shall be the responsibility of the authorized Cross-Connection Control Plan (CCCP) Program Coordinator. This includes any reports to local, state, and federal regulatory or health agencies such as:

1. Annual Report to the SWRCB-Division of Drinking Water.
2. Copies of all Termination Letters to the Siskiyou County Health Department, and the SWRCB-Division of Drinking Water.

## **10.0 TRAINING OF PERSONNEL**

### **10.1 Cross Connection Control Program Coordinator**

The Authorized Cross-Connection Control Plan (CCCP) Program Coordinator of The City of Dunsmuir shall be the Cross-Connection Control Plan Program Coordinator for the City. He or She shall have completed a minimum of 40 hours in house training in the field of cross-connection control. This training shall consist of a combination of office and field training so that he or she can better assist consumers and outside agencies.

### **10.2 Cross-Connection Inspector**

The City of Dunsmuir employee(s) or independent contractor(s) assigned to the inspection and testing of assemblies and the survey of consumers to determine if backflow prevention is warranted shall have received training adequate to competently inspect cross-connection hazards and have a general knowledge of the Cross-Connection Control Specialist responsibilities. For any survey(s) or inspections that require a licensed Cross-Connection Control Specialist, the City of Dunsmuir will use the services of a contractor with that specialized license.

## **11.0 MAINTENANCE OF RECORDS**

### **11.1 Assembly Records**

Records of assembly type, size, manufacturer, installation date, location, account number, consumer of record, and repair history shall be kept electronically.

### **11.2 Testing Records**

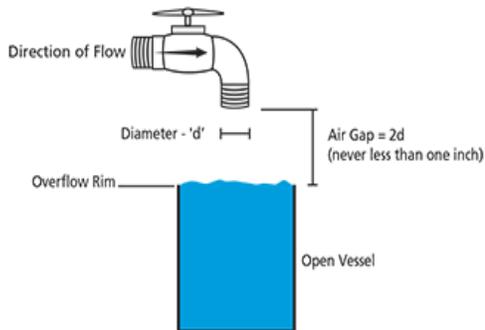
Test results on all assemblies shall be kept both electronically and in hard copy form.

### **11.3 Life of Records**

Assembly records shall be kept for the life of the assembly. Test results shall be kept for the mandatory three (3) years (as per Title 17), plus 2 years per the City of Dunsmuir policy.

## 12.0 Selection and Installation of Approved Backflow Prevention Assemblies

### Air Gap (AG)



An air gap is a vertical, physical separation between the end of a water supply outlet and the flood-level rim of a receiving vessel. This separation must be at least twice the diameter of the water supply outlet and never less than one inch. An air gap is considered the maximum protection available against backpressure backflow or back-siphonage but is not always practical and can easily be bypassed.

An air gap is measured vertically from the lowest end of the supply pipe to the flood level rim or highest possible water level of the fixture or tank into which it discharges. In general, the close separation must be twice the supply pipe inside diameter, but never less than one inch. The proximity of walls or obstructions will necessitate the use of a larger air gap. A larger air gap will also be required if foaming materials are added to the reservoir so that foam does not back up into the supply pipe.

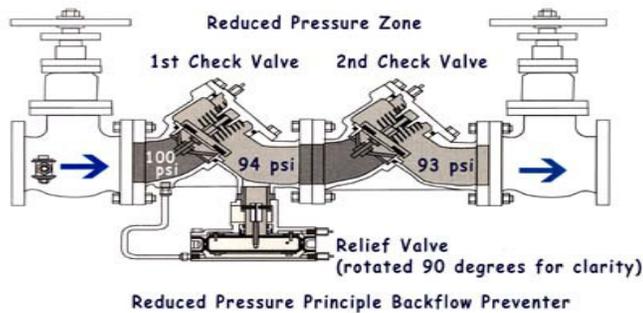
#### Advantages:

- Very safe and reliable if properly installed and maintained
- Provide maximum protection due to physical separation of potable and non-potable water
- Easy to inspect

#### Limitations:

- Easy to bypass or defeat with funnels or hoses
- Supply pressure is lost, requiring reservoir and additional pumping equipment
- Undesirable splashing may occur
- Incoming water may be exposed to airborne contaminants or lose residual chlorine

## Reduced Pressure Principle Backflow Preventer (RP)



A Reduced Pressure Backflow Prevention Assembly may be used to isolate health hazards in place of an Air Gap. It consists of two independently acting check valves, an automatically operated pressure differential relief valve located between the two check valves, and watertight valves located at each end of the assembly, together with four properly located test cocks for testing the operation of the device. This assembly will indicate leakage through one or both check valves and the relief valve by the discharge of water from the relief valve port. During normal operation, both check valves remain closed until there is a demand for water. The differential relief valve remains closed because the inlet pressure is higher than the pressure in the intermediate zone. The second check remains open as water flows through the device. In opening and closing the check valves, the water pressure may be reduced by 4 to 20 psi depending upon the assembly design.

During a backpressure condition, pressure increases downstream of the assembly and both check valves close to prevent backflow. If the second check valve is prevented from closing tightly, leakage back into the zone between the check valves will increase the pressure in the zone and cause the relief valve to open. Water in the zone will then be discharged.

During back-siphonage, the supply pressure drops, and the relief valve opens automatically and drains enough water from the zone to maintain pressure in the zone lower than the supply pressure. The second check valve closes to prevent downstream water from draining through the relief valve.

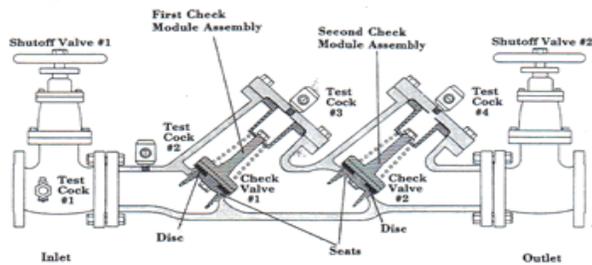
### Advantages:

- Protects against both backpressure and back-siphonage
- Can be used under constant pressure
- An RP is effective against backpressure backflow and back-siphonage
- Malfunctioning is easily indicated by discharge of water from the relief valve.

### Limitations:

- Pressure loss of 6-12 psi across the assembly and must be installed above grade.

## Double Check Valve Assembly (DCVA)



A Dual Check Valve is effective against backpressure backflow and back-siphonage but should be used to isolate only non-health hazards.

A Double Check Valve Assembly consists of two single independently acting check valves with watertight valves located at each end of the assembly, and four properly located test cocks for testing the water tightness of each check valve. During normal operation, both check valves remain closed until there is a demand for water. In the event of backflow, both check valves close preventing reversal of flow.

Two standard plumbing check valves in series may not be used in place of the double check valve assembly due to the necessity for testing. The Double Check Valve Assembly is an integral assembly designed specifically for backflow prevention.

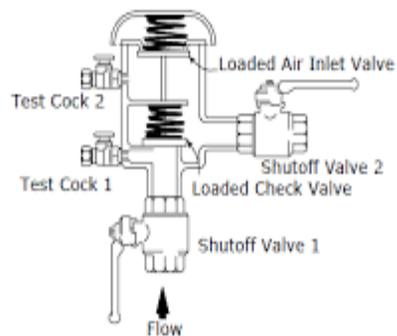
### Advantages:

- Protect against backflow due to both backpressure and back-siphonage
- May be used under continuous pressure
- Little pressure loss occurs across the device

### Limitations:

- No external indication of failure
- May only be used in low hazard situations

## Pressure Vacuum Breaker (PVB)



A PVB may be used to isolate high or low hazards but is effective against back-siphonage only. This assembly is intended to be used under constant pressure conditions.

It is a mechanical backflow preventer that consists of an independently acting, spring-loaded check valve and an independently acting, loaded air inlet valve on the discharge side of the check valve. It includes shutoff valves at each end of the assembly and is equipped with test cocks.

The pressure vacuum breaker uses loading to actuate the atmospheric vent only when back-siphonage occurs or when the line is depressurized. Two gate valves, test cocks and an additional check are also added. This assembly differs from the atmospheric vacuum breaker in that a spring has been added to the check valve.

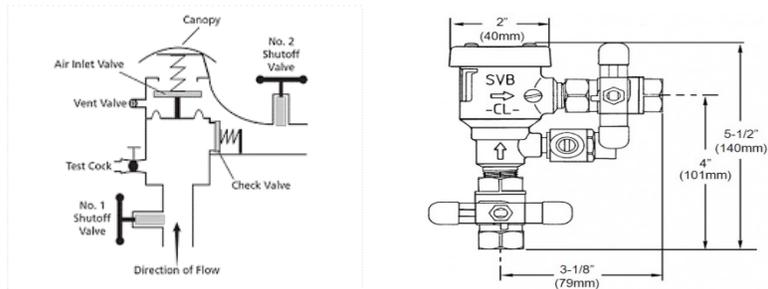
### Advantages:

- Sometimes less expensive than alternatives

### Limitations:

- Does not protect against backflow due to backpressure.
- May only be used in non-health or low hazard situations
- Cannot be installed if chemicals are used.

## Spill-Resistant Vacuum Breaker (SVB)



Spill-Resistant Vacuum Breakers are a style of pressure vacuum breaker that does not discharge water when water starts to flow through the valve. SVB's are specifically designed for installation indoors. A floor drains or other drainage means is not required for installation. SVB's also have test cocks and require testing as a pressure vacuum breaker.

Designed for installation on indoor and outdoor point of use applications to protect against back-siphonage of contaminated water into the potable water supply. During start-up and operation, a separate diaphragm seals the air inlet from the water supply preventing spillage. The assembly is designed for use under constant pressure and provides protection where a potential health hazard exists.

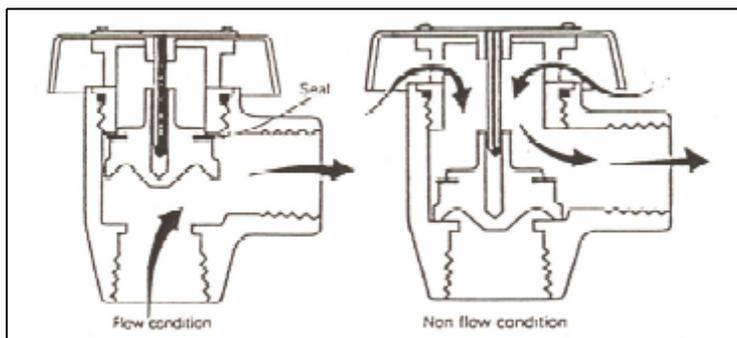
Advantages:

- Does protect against back-siphonage.
- Can be used in non-health and low hazard situations.
- Can be installed if chemicals are used.
- Designed for indoor installation.

Limitations:

- Designed for use in on-site applications not for protection of the public water supply.

## Atmospheric Vacuum Breaker (APV)



The device usually consists of a float which is free to travel on a shaft and seal in the uppermost position against atmosphere with a disc. Water flow lifts the float, which then causes the disc to seal. When the water supply pressure drops below atmospheric pressure (14.7 psi) the disc will drop down venting the unit to atmosphere and opening the downstream piping to atmospheric pressure, thus preventing back-siphonage. The device is designed to be installed downstream of

the last valve in the system and to be operated under pressure for no more than twelve hours in any twenty-four-hour period.

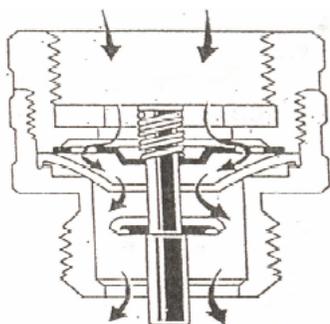
Advantages:

- Inexpensive

Limitations:

- Does not protect against backflow due to backpressure.
- May only be used in non-health or low hazard situations
- It is a single fixture device

### Hose Bibb Vacuum Breaker (Isolation)



Hose bibb Vacuum Breakers are not approved for health or high hazard situations but provide an inexpensive means of isolating potential back-siphonage situation caused by connections of hoses to outside spigots.

The device consists of a spring-loaded check valve that seals against an atmospheric outlet when water is flowing. When the water supply is turned off, the device vents to atmosphere, thus protecting against back-siphonage.

These assemblies are suitable only for isolation in situations where outside spigots may be used to connect hoses. Hoses pose both non-health and health threats. Health threats are introduced when water pressure is used in combination with a hose to apply fertilizers or herbicides. Hoses may also be unintentionally submerged in toxic or microbially contaminated liquids that can back-siphon under the right conditions.

Advantages:

- Inexpensive method of isolating hoses
- Isolation of hose problems resolves most customer complaints

Limitations:

- Does not protect against backflow due to backpressure.
- May only be used in for isolation and is not acceptable for protection against health or high hazards.
- Will fail to operate properly if there is a shut-off valve installed downstream.

### **13.0 Water System Employees and Contractors**

All employees/operators of The City of Dunsmuir shall read and understand this Cross-Connection Control Program.

All employees of the water system shall be sensitive to cross-connection hazards and potential hazards. All employees of the water system will be instructed in cross-connection control and will be required to be on the alert for potential cross-connections in the course of their daily work activities.

#### **Listing of Plumbing Connections that Can Potentially Cause Cross-Connections**

The following is a partial list of the types of fixtures that can have cross-connections and could pose a hazard to the potable water supply.

1. Agricultural mixing tanks
2. Auxiliary water supply
3. Dialysis equipment
4. Dishwashers
5. Garden hoses
6. Fire Protection Systems
7. Lawn Irrigation Systems
8. Photographic developers
9. Sinks
10. Solar Energy Systems
11. Swimming Pools
12. Toilet Flush Valves
13. Watering Troughs
14. Water Softeners

## 13.0 Frequently Asked Questions

### Where can I find the list of approved testers?

- The City of Dunsmuir will provide a list of certified operators.

### What is a cross-connection?

- Any temporary or permanent connection between a public water system or consumer's potable (i.e., drinking) water system and a source or system containing non-potable water or other substances. An example is the piping between a public water system or consumer's potable water system and an auxiliary water system, cooling system or irrigation system.

### What is backflow?

- The reversal of flow of water or other substances through a cross-connection into the public water system or consumer's potable water system.
- Backflow into a public water system can pollute or contaminate the water in that system making it unsafe to drink.

### What is backpressure backflow?

- Backflow caused by a downstream pressure that is greater than the upstream or supply pressure in a public water system or consumer's potable water system.
- Backpressure can result from an increase in downstream pressure, a reduction in the potable water supply pressure, or a combination of both.

### What is back-siphonage?

- Backflow caused by a negative pressure (i.e., a vacuum or partial vacuum) in a Public water system or consumer's potable water system.
- Back-siphonage can occur when there is a stoppage of water supply due to a nearby firefighting, a break in a water main, etc.

### Why does the City of Dunsmuir need to control cross-connections and protect its public water system against backflow?

- Because backflows can contaminate the drinking water in the public water system, California Code of Regulation, Title 17, requires each Water Supplier to protect the public water supply from contamination by implementing a State approved cross-connection control program.

## How does The City of Dunsmuir implement the Cross-Connection Control Program?

- The Program requires all new service connections and certain existing service connections to install an approved backflow prevention device.

## What is a backflow prevention device?

- A means or device which prevents pollutants and contaminants from backflowing into the public water system.

## Why do backflow preventers have to be tested annually?

- To ensure the proper operation of a backflow prevention device, it must be tested and certified upon installation and annually thereafter as required by State code.
- Laboratory tests on all approved backflow prevention devices indicate that some components may fail in time, and periodic testing is the only method to ensure that the backflow prevention device is functioning properly and protecting the public water system.

## **Example Cross-Connection Control Ordinance Small Water System**

### **AN ORDINANCE INSTITUTING A CROSS-CONNECTION CONTROL PROGRAM TO PROTECT THE PUBLIC WATER SYSTEM**

THE {Water Supplier} DOES ORDAIN AS FOLLOWS:

#### **SECTION I – PURPOSE**

The purpose of this ordinance is to protect the public water supply system from contamination due to potential and actual cross-connections. This shall be accomplished by the establishment of a cross-connection control program as required by State regulations. This ordinance is adopted pursuant to Title 17, Section 7583 – 7605, inclusive, of the California Code of Regulations, entitled “Regulations Relating to Cross-Connections”.

#### **SECTION II – RESPONSIBILITY**

The {General Manager/cross-connection control specialist} shall be responsible for implementing and enforcing the cross-connection control program. An appropriate backflow prevention assembly shall be installed by and at the expense of the water user at each user connection where required to prevent backflow from the water user’s premises to the domestic water system. It shall be the water user’s responsibility to comply with the {Water Supplier}’s requirements.

#### **SECTION III – CROSS-CONNECTION PROTECTION REQUIREMENTS**

The type of protection that shall be provided to prevent backflow into the public water supply system shall be commensurate with the degree of hazard, actual or potential, that exists on the water user’s premises. Unprotected cross-connections with the public water supply are prohibited. The type of backflow prevention assembly that may be required (listed in decreasing level of protection) includes: Air-gap separation (AG), Reduced Pressure Principle Backflow Prevention Assembly (RP), and Double Check Valve Assembly (DC). The water user may choose a higher level of protection than required by the water supplier. The minimum types of backflow prevention required to protect the approved water supply at the user’s water connection to premises with varying degrees of hazard are listed in Table 1 of Section 7604, Title 17. Situations which are not covered in Table 1 shall be evaluated on a case-by-case basis and the appropriate backflow prevention shall be determined by the water supplier or health agency.

## SECTION IV – BACKFLOW PREVENTION ASSEMBLIES

Only backflow prevention assemblies which have been approved by the {Water Supplier} shall be acceptable for installation by a water user. A list of approved backflow prevention assemblies will be provided upon required to any affected customer. Backflow prevention assemblies shall be installed in a manner prescribed in Section 7603, Title 17. Location of the assemblies shall be as close as practical to the user's connection. The {Water Supplier} shall have the final authority in determining the required location of the backflow prevention assembly.

Testing of backflow assemblies shall be conducted only by qualified testers and testing will be the responsibility of the water user. Backflow prevention assemblies must be tested at least annually and immediately after installation, relocation or repair. More frequent testing may be required if deemed by the {Water Supplier}. No assembly shall be placed back in service unless it is functioning as required. These assemblies shall be serviced, overhauled, or replaced whenever they are found to be defective and all costs of testing, repair, and maintenance shall be borne by the water user. Approval must be obtained from the {Water Supplier} prior to removing, relocating or replacing a backflow prevention assembly.

## SECTION V – ADMINISTRATION

The cross-connection control program shall be administered by the {General Manager/cross-connection control specialist}. The {Water Supplier} will establish and maintain a list of approved backflow prevention assemblies as well as a list of approved backflow prevention assembly testers. The {Water Supplier} shall conduct necessary surveys of water user premises to evaluate the degree of potential health hazards. The {Water Supplier} shall notify users when an assembly needs to be tested. The notice shall contain the date when the test must be completed.

## SECTION VI – WATER SERVICE TERMINATION

When the {Water Supplier} encounters water uses that represent a clear and immediate hazard to the potable water supply that cannot be immediately abated, the procedure for terminating water service shall be instituted. Conditions of water uses that create a basis for water service termination shall include, but are not limited to, the following:

1. Refusal to install or to test a backflow prevention assembly, or to repair or replace a faulty backflow prevention assembly.
2. Direct or indirect connection between the public water system and a sewer line.

3. Unprotected direct or indirect connection between the public water system and a system or equipment containing contaminants.
4. Unprotected direct or indirect connection between the public water system and an auxiliary water system.

For condition 1, the {Water Supplier} will terminate service to a water user's premises after proper notification has been sent. If no action is taken within the allowed time period, water service shall be terminated.

For conditions 2, 3, or 4, the {Water Supplier} shall take the following steps:

1. Make reasonable effort to advise the water user of intent to terminate water service;
2. Terminate water service and lock service valve. The water service shall remain inactive until correction of violations has been approved by the {Water Supplier}.

## SECTION VII – EFFECTIVE DATE

This ordinance shall supersede all previous cross-connection control ordinances and shall take effect thirty (30) days from the date of its adoption. Before the expiration of fifteen (15) days after its adoption, this Ordinance shall be published in the \_\_\_\_\_, a newspaper of general circulation, printed and published in \_\_\_\_\_.

## 6.J Cross-Connections

6.J.1 Regulation -- The regulations relating to cross-connections issued by the State Water Resource Control Board (California Code of Regulations, Title 17, sections 7583-7605), a copy of which is on file at the offices of the District, are hereby adopted by reference as part of the rules and regulations of the District. Any future amendment to those State regulations shall be deemed included as part of the rules and regulations of the District.

6.J.2 District Approval -- Cross-connections to or affecting the water supply or water supply system must have written approval of the District. The device shall be installed by the customer. The District shall have the right to inspect, remove, repair, and/or replace a defective backflow device at the sole expense of the customer, if the customer fails to adequately maintain the device. All backflow prevention devices must be of the type approved by the District. The District shall approve only those devices tested and approved by the University of Southern California Engineering Foundation for Cross-Connection Control and Hydraulic Research, or equal.

6.J.3 District Inquiry -- An applicant for water service, as well as an existing customer, may be required by the District at any time to answer a questionnaire supplied by the District regarding possible cross-connections, potential or actual hazards and backflow prevention devices. The questionnaire shall be completed and returned to the District within 10 days of the request of the District. By accepting water service from the District, the customer grants the District the right to enter upon the customer's premises for the purposes of inspecting the premises to determine if any potential or actual hazard to the water system exists and if any backflow prevention device is necessary.

6.J.4 District Inspection -- District personnel shall conduct tests as needed to determine the effectiveness of backflow prevention devices. Such tests shall be conducted as frequently as the District deems necessary to ensure the effectiveness of the device. In the event a backflow device is found to be unsatisfactory, the District shall take immediate steps to ensure that corrective measures are accomplished by the customer.

6.J.5 Termination -- Failure of a customer to install and maintain a backflow prevention device when required by the District, or to otherwise comply with the provisions of this Section 6.J, shall be grounds for immediate termination of water service to customer's property, and the General Manager or Operations Superintendent is authorized to terminate such services.

6.J.6 Damages -- Customer shall be held liable for and shall indemnify and hold harmless the District against any costs or claims for any damages, including contamination of the District's or other customer's water supply because of defective or missing backflow devices.

# Backflow Preventer Installation Requirements

Knowing the great dangers backflow poses to your health is the greatest reason why you must comply with the backflow preventer installation requirements. These are set by various regulating bodies and may differ from one place to another. Although there may be these dissimilarities, the point of implementing these standards is to optimize the effectiveness of your backflow preventer of choice. In the name of safety, knowledge and compliance with your area's backflow preventer installation requirements.

## The Required Type of Assembly

For different types of hazards, different types of backflow assemblies are required. Its purpose is to provide enough protection, as not everything is deemed appropriate in impeding the wastes present in your water supply. Whichever the type of backflow may be needed, it should be up to the standards set by the authorities in your area.

### Double Check Valve Backflow Prevention Assembly (DC)

The purpose of this device is to isolate contaminants and other foreign substances that do not pose dangers to your health. The [double check valve](#) backflow preventer may be used for irrigation systems where no chemicals are utilized. Thus, even if it were for residential applications, this is not for you if you use or plan to use pesticides.

### Reduced Pressure Backflow Preventer (RP)

If you figure that the backflow preventer double check assembly is not what you need, this may be what you need. The RP is designed especially for high hazard applications. Going for a backflow preventer that offer less protection when the condition dictates the usage and installation of reduced pressure backflow preventer, would open you and your family to various health risks. If you have a pool or a water fountain, trust that an approved RP would work for you. Pesticides and other chemical injections are also hazardous, thus needing the same solution. Air Gap (AG), in times, may be used as substitute for the RP.

### **Atmospheric Vacuum Breaker (AVB)**

This device, along with Pressure Vacuum Breaker (PVB) and Spill Resistant Pressure Vacuum Breaker (SVB), may be installed if the substance backflow does not expose you to health risks. Moreover, by establishing that there is no possibility of backflow in downstream piping, the AVB may just be what you need.

## **Backflow Preventer Installation Requirements**

Generally, any backflow preventer must be able to provide ample water supply and pressure for the area it serves. Lines connected to the assembly must also be thoroughly flushed before the installation process. Aside from that, there are a few requirements particular to only one device.

Air Gap must be twice the diameter of the receiving vessel of the pipeline. Moreover, splashing problems would require purchase of tubular screens.

Reduced Pressure Backflow Preventer and Double Check Backflow Preventer must come in two where interruption of water supply is critical. Backflow preventer installation requirements for these two dictates that they must be accessible for testing and maintenance.

Atmospheric Vacuum Pressure must not be used for more than 12 hours every 24 hours. Also, it must not be installed in dusty or corrosive environments.

Compliance with backflow preventer installation requirements as well as maintenance are necessary if you want to be as far away from danger as possible. Thus, check with the licensed testers to make sure your device and methods are up to standards.

# Cross-Connection Control: A Best Practices Guide

## Introduction

<i>Purpose</i>	This Guide discusses the importance of controlling cross-connections and preventing backflow occurrences from unprotected cross-connections in the water system.
<i>Target Audience</i>	This Guide is intended for owners and operators of all public water systems serving fewer than 10,000 persons.

## Key Cross-Connection Terms and Definitions

<i>Term</i>	<i>Definition</i>
Cross-connection	Any actual or potential connection between the public water supply and a source of contamination or pollution.
Backflow	The flow of water or other liquids, mixtures, or substances into the distributing pipes of a potable supply of water from any source or sources other than its intended source. Backsiphonage is one type of backflow.
Backpressure	Backflow that occurs when the pressure in an unprotected downstream piping system exceeds the pressure in the supply piping.
Backsiphonage	Resulting from negative pressures in the distributing pipes of a potable water supply.

## Where Can Cross-Connections Occur?

Cross-connections can occur at many points throughout a distribution system and a community's plumbing infrastructure. Cross-connections can be identified by looking for physical interconnections (or arrangements) between a customer's plumbing and the water system. Some specific examples of backflow incidents that can occur are:

- ◆ Lawn chemicals backflowing (backsiphoning) through a garden hose into indoor plumbing and potentially into the distribution system.
- ◆ Backsiphonage of "blue water" from a toilet into a building's water supply.
- ◆ Carbonated water from a restaurant's soda dispenser entering a water system due to backpressure.
- ◆ Backsiphonage of chemicals from industrial buildings into distribution system mains.
- ◆ Backflow of boiler corrosion control chemicals into an office building's water supply.

## Cross-Connection Control and Backflow Prevention Programs

### ***Why is it Important to Have a Cross-Connection Control and Backflow Prevention Program?***

Having a program in place to control cross-connections and prevent backflow is critical to ensuring the safety of the drinking water you provide to your customers:

- ◆ Cross-connections are ever-present dangers that exist in most water systems and can result in serious chemical or microbiological contamination events in drinking water systems.
- ◆ Cross-connections should be protected in order to prevent backflow, which can be hard to detect.
- ◆ In any distribution system, potential cross-connections and therefore sources of contamination can be numerous, varied, and unpredictable.
- ◆ Having these programs in place can help you avoid the costs of responding to a contamination incident.

### ***What Do Cross-Connection Control and Backflow Prevention Programs Involve?***

Cross-Connection Control and Backflow Prevention Programs vary by state and municipality. For more information, talk with your state primacy drinking water program, state building code or plumbing authority, or health department. Cross-Connection Control Programs may involve:

- ◆ Authority to implement and enforce a Cross-Connection Control Program.
- ◆ Compliance with state or primacy agency plumbing and building codes or plumbing authority and local ordinances.
- ◆ Public education programs.
- ◆ Training for water system operators and other personnel on hazard surveys; cross-connection identification; and backflow device installation, testing, repair, and maintenance.
- ◆ Record keeping and reporting.
- ◆ Installation and testing of devices that prevent backflow consistent with the level of hazard.
- ◆ Periodic inspection and testing of devices by certified testers.

### ***How Can I Start Implementing a Cross-Connection Control and Backflow Prevention Program?***

You are responsible for ensuring that the water you provide to customers meets all federal and state standards and that its quality is not compromised within your distribution system. Developing a comprehensive Cross-Connection Control and Backflow Prevention Program is one way to ensure the quality of your water and prevent any problems that could occur in your distribution system. If you do not already have a program in place, consider taking the following steps:

- ◆ Contact your state primacy or other agency for more information on the basic concepts of cross-connection control and backflow prevention and information on other water systems in your area that have developed a program.
- ◆ Determine if you will have to take any legal steps to establish local cross-connection control and backflow prevention ordinances, with assistance from your state and local government.
- ◆ List the goals for your program in order of priority. For example, is it more important to develop a public education campaign or to conduct a survey of backflow devices at industrial and commercial facilities served by your system?
- ◆ Develop a proposed timeline for implementing your program.
- ◆ Review the plan with your local government, state, and any other key stakeholders.
- ◆ Hold public meetings and send notices to customers to educate the community about the need for a program and how it may affect them.
- ◆ Plan to monitor your progress in implementing your program and protecting public health.
- ◆ Conduct initial hazard testing, as required.

## How Can I Reduce and Prevent Cross-Connections?

<p>Plumbing and Distribution System Operation Practices</p>	<ul style="list-style-type: none"> <li>◆ Hire approved personnel for the installation of any contaminant backflow prevention devices to ensure that local codes and manufacturer's recommendations are met.</li> <li>◆ Use only assemblies or devices approved by the appropriate state or local authority.</li> <li>◆ Test all backflow prevention devices at the frequencies recommended or required by your state.</li> <li>◆ Provide backflow prevention in new construction through coordination with the local building inspector's office.</li> </ul>
<p>Inspections</p>	<ul style="list-style-type: none"> <li>◆ For existing buildings, develop a program in-house or with plumbing or water system personnel to inspect for the adequacy of cross-connection control. Prioritize inspections based upon the expected degree of risk.</li> <li>◆ Make sure that a backflow inspector conducts inspections for hazards to be controlled.</li> <li>◆ For both new construction and existing buildings, require continued inspection and testing of backflow devices.</li> </ul>
<p>Fire Hydrant Connection Procedures</p>	<ul style="list-style-type: none"> <li>◆ Ensure that construction contractors or anyone using a hydrant to fill a tank intended to carry potable water exercises safe fire hydrant connection procedures to prevent backflow.</li> </ul>

## What Technologies are Available to Control Cross-Connections and Prevent Backflow?

The type of backflow that is most likely to occur in your system (either from backpressure or backsiphonage) and the related health effects will determine which backflow prevention technology is best for your water system. The available technologies are described briefly below.

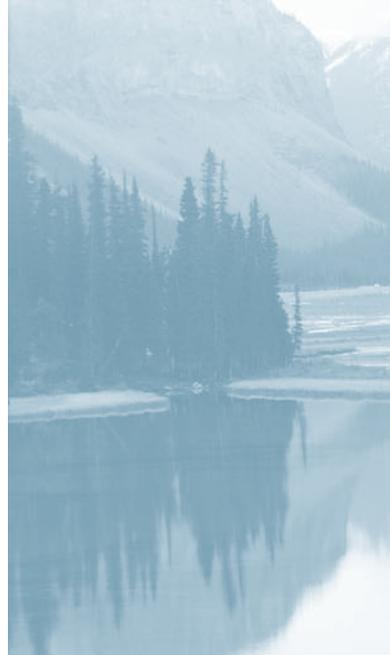
<b>Technology</b>	<b>Description</b>
<p>Atmospheric Vacuum Breaker</p>	<ul style="list-style-type: none"> <li>◆ Consists of float check, check seat, air inlet port, and possibly a shutoff valve immediately upstream.</li> <li>◆ Allows air to enter the downstream water connection to prevent backsiphonage.</li> <li>◆ Used for backsiphonage conditions only.</li> </ul>
<p>Pressure Vacuum Breaker Devices</p>	<ul style="list-style-type: none"> <li>◆ Consist of vacuum breakers with a loaded check valve and a loaded air inlet valve.</li> <li>◆ Used for backsiphonage conditions only.</li> </ul>
<p>Double Check Valve Devices</p>	<ul style="list-style-type: none"> <li>◆ Consist of two independently acting, tightly closing, resilient seated check valves in series with test ports.</li> <li>◆ Have tightly closing, resilient seated shutoff valves attached at each end of the assembly.</li> <li>◆ Prevent backflow under backsiphonage and backpressure conditions.</li> <li>◆ Typically approved for only low to medium hazards.</li> </ul>
<p>Air Gaps</p>	<ul style="list-style-type: none"> <li>◆ Physical separation between a potable water system and a receiving vessel or source of contamination.</li> <li>◆ Air gap between the outlet of the potable system and the flood level rim of the receiving vessel or any source of contamination must be at least twice as large as the diameter of the potable water outlet and never smaller than 1 inch.</li> <li>◆ May require additional pumping downstream of air gap.</li> <li>◆ Safest and simplest means under backsiphonage and backpressure conditions.</li> <li>◆ Useful for all hazard levels.</li> </ul>
<p>Reduced Pressure Zone Backflow Devices</p>	<ul style="list-style-type: none"> <li>◆ Similar to the double check valve devices, but also contain an independently acting pressure relief valve between the two check valves (which sits lower than the first check valve).</li> <li>◆ Protect against high water pollution hazards.</li> <li>◆ Protect against backsiphonage and backpressure.</li> </ul>

## What Should I Do in Case of a Backflow Event?

Step 1	<ul style="list-style-type: none"> <li>◆ Stop the pressure differential that caused backflow of contamination, if possible.</li> <li>◆ Identify and remove the cross-connection.</li> </ul>
Step 2	<ul style="list-style-type: none"> <li>◆ Contact appropriate state or local authorities to report the incident.</li> <li>◆ In areas where public exposure to harmful contaminants is suspected, provide immediate notice to affected consumers regarding water usage and consumption and contact appropriate state or local authorities to report the incident. Public notice should explain the cause of the contamination and corrective actions that are underway and should include any appropriate health effects language.</li> <li>◆ Provide updated public notification as appropriate during and after removal of contamination from the system.</li> </ul>
Step 3	<ul style="list-style-type: none"> <li>◆ If the contamination is limited to a small area, proceed to step 6.</li> <li>◆ If the extent of the contamination is unknown or is extensive, proceed to step 4. (If sampling and testing of the water can be arranged immediately, the results could be used to determine the extent of the contaminants involved.)</li> </ul>
Step 4	<ul style="list-style-type: none"> <li>◆ Develop a plan for systematic cleaning or flushing of the system to minimize the risk of drawing contaminants into uncontaminated areas.</li> <li>◆ The plan should indicate the amount of water and the length of time needed to completely flush the system. The direction of flow should draw clean water through the contaminated site and prevent any contaminated water from entering uncontaminated areas. Depending upon the nature of the contamination, some wastes may be discharged into the sanitary sewer system and some may need special handling or treatment.</li> </ul>
Step 5	<ul style="list-style-type: none"> <li>◆ Throughout the situation, continue to sample within and outside the suspected contaminated area to assess the extent of the damage. Skip step 6.</li> </ul>
Step 6	<ul style="list-style-type: none"> <li>◆ Perform system flushing and, where necessary, cleaning of the customer's system.</li> </ul>
Step 7	<ul style="list-style-type: none"> <li>◆ After flushing and any necessary cleaning, test the drinking water in affected areas to ensure the contamination has been removed.</li> </ul>
Step 8	<ul style="list-style-type: none"> <li>◆ Ensure that the source of contamination has been removed or that the risk of contamination has been eliminated using backflow prevention measures that meet local and state requirements.</li> </ul>

### For additional information:

Call the Safe Drinking Water Hotline at 1-800-426-4791, visit the EPA Web site at [www.epa.gov/safewater/smallsys.html](http://www.epa.gov/safewater/smallsys.html), or contact your State drinking water representative.







**City of Dunsmuir**  
**CROSS-CONNECTION CONTROL SURVEY**

The following form is to be used by water department personnel and/or by customers of the \_\_\_\_\_ public water supply. Data from this form may be used to determine if the property should be inspected by a licensed Cross Connection Specialist, certified to detect and correct any cross-connections found on the property.

Date survey conducted: \_\_\_\_\_

Name/Title of person conducting survey: \_\_\_\_\_

Name of water user: \_\_\_\_\_ Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

**Residential: (Check all that apply)**

**Kitchen:** Sink Faucet \_\_\_\_\_ Sink Faucet w/Sprayer \_\_\_\_\_ Ice Maker \_\_\_\_\_ Garbage Disposal \_\_\_\_\_  
Other: \_\_\_\_\_ Other \_\_\_\_\_ Other \_\_\_\_\_

Comments: \_\_\_\_\_

**Bath:** Lavatory \_\_\_\_\_ Toilet \_\_\_\_\_ Bathtub \_\_\_\_\_ Hot Tub \_\_\_\_\_ Bidet \_\_\_\_\_  
Other: \_\_\_\_\_ Other: \_\_\_\_\_ Other: \_\_\_\_\_

Comments: \_\_\_\_\_

**Other:** Boiler heat \_\_\_\_\_ How Many Boilers? \_\_\_\_\_

**Exterior:** Outside faucets \_\_\_\_\_ How Many? \_\_\_\_\_ Non-Freezing Type: \_\_\_\_\_ How Many? \_\_\_\_\_  
Lawn Irrigation System (Portable) \_\_\_\_\_ Lawn Irrigation System (Permanent) \_\_\_\_\_  
Lawn Fertilizer System \_\_\_\_\_ Portable High-Pressure Washer \_\_\_\_\_ Private Wells(s) \_\_\_\_\_  
Is/Are private well(s) physically connected to the water system? Yes \_\_\_\_\_ No \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

**Commercial: (Check all that apply)**

Lavatory: \_\_\_\_\_ How Many? \_\_\_\_\_ Deep Sinks \_\_\_\_\_ How Many? \_\_\_\_\_  
Boilers \_\_\_\_\_ How Many? \_\_\_\_\_ Outside Faucets \_\_\_\_\_ How Many? \_\_\_\_\_  
Outside Faucets  
Non-Freezing Type) \_\_\_\_\_ How Many? \_\_\_\_\_ High Pressure Washers \_\_\_\_\_ How Many? \_\_\_\_\_  
Lawn Irrigation Systems (Portable) \_\_\_\_\_ How Many? \_\_\_\_\_  
Lawn Irrigation Systems (Permanent) \_\_\_\_\_ How Many? \_\_\_\_\_  
Lawn Fertilizer Systems \_\_\_\_\_  
Mixing Tanks w/Overhead Fill Lines \_\_\_\_\_ How Many? \_\_\_\_\_  
Mixing Tanks w/Bottom Fill Lines \_\_\_\_\_ How Many? \_\_\_\_\_  
Watering troughs \_\_\_\_\_ How Many? \_\_\_\_\_  
Bulk Water Salesman \_\_\_\_\_ How Many? \_\_\_\_\_  
Water-Cooled Air Conditioning System \_\_\_\_\_ How Many? \_\_\_\_\_  
Seitz Baths \_\_\_\_\_ How Many? \_\_\_\_\_  
Fire Protection Systems: \_\_\_\_\_  
Embalming Facilities (Mortuaries) \_\_\_\_\_ How Many? \_\_\_\_\_  
Private Well(s) \_\_\_\_\_ How Many? \_\_\_\_\_  
Is/Are private well(s) physically connected to the water system? Yes \_\_\_\_\_ No \_\_\_\_\_  
Other: \_\_\_\_\_ Other: \_\_\_\_\_  
Other: \_\_\_\_\_ Other: \_\_\_\_\_ Other: \_\_\_\_\_  
Other: \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_

(FOR WATER DEPARTMENT USE ONLY)

After reviewing the data on this form, it is my recommendation that:

\_\_\_\_\_ The plumbing system serving the above-described property should be inspected for cross-connections by a properly certified plumber/CCCDI inspector.

\_\_\_\_\_ The plumbing system serving the above-described property does not pose a threat to the public safety and no inspection is ordered.

Dated this \_\_\_\_\_ day of \_\_\_\_\_,  
Signature/Title of Person Making Above Determination:

\_\_\_\_\_

## “Lead Free” and State & Federal Regulations

Federal law — Section 1417 of the Safe Drinking Water Act (SDWA) [Section 300g-6 of 42 U.S. Code (USC)] — requires that after June 19, 1986, only “lead-free” pipe, solder or flux may be used in the installation or repair of (1) public water systems or (2) any plumbing in a residential or non-residential facility that is connected to a public water system and provides water for human consumption. “Lead free,” as defined in the SDWA, means that the maximum allowed concentration is

- 0.2 percent in solder and flux;
- 8.0 percent in pipes and pipe fittings;
- 4.0 percent lead by dry weight in plumbing fittings and fixtures.

In addition to the 8.0 percent limitation on lead content, certain plumbing fittings and fixtures must meet with standards established in accordance with section 1417(e) of the SDWA. As discussed further below, federal law requires that plumbing fittings and fixtures must comply with the standards contained in NSF Standard 61, section 9.

A National Primary Drinking Water Regulation (NPDWR or primary standard) is a legally-enforceable standard that applies to public water systems, given the authority by SDWA.

On January 1, 2010, California law ([HSC section 116875](#)) further reduced “lead free” to mean that the maximum allowed lead content is:

- 0.2 percent lead in solder and flux;
- *0.25 percent* lead in *wetted surfaces* of pipes, pipe fittings, plumbing fittings and fixtures, as determined by a weighted average.

The new California law further prohibits:

- Any person from using any pipe, pipe or plumbing fitting or fixture, solder, or flux that is not “lead free” in the installation or repair of any public water system or any plumbing in a facility providing water for human consumption, except when necessary for repair of leaded joints of cast iron pipes;
- Any person from introducing into commerce any pipe, pipe or plumbing fitting, or fixture that is not “lead free,” except for a pipe that is used in manufacturing or industrial processing;
- Any person engaged in the business of selling plumbing supplies, except manufacturers, from selling solder or flux in the business that is not “lead free;”

- Any person from introducing into commerce any solder or flux that is not “lead free” unless the solder or flux has a label stating that it is illegal to use solder or flux in the installation or repair of any plumbing providing water for human consumption.

State law also requires all pipe, pipe or plumbing fittings or fixtures, solder, or flux to be certified as being in compliance with HSC section 116875 by an independent American National Standards Institute (ANSI) accredited third party.

Further, under [HSC section 25214.4.3](#), DTSC is required, based on available resources and staffing, to conduct lead plumbing monitoring testing, and annually collect field samples for testing and evaluation. The results of testing and evaluation are required to be posted on the DTSC Internet Web site, and transmitted to the State Water Resources Control Board- Division of Drinking Water, which is the successor to the California Department of Public Health for the purpose of receiving the report of the results.

For all purposes other than manufacturing, industrial processing, or conveying or dispensing water for human consumption, the definition of “lead free” remains consistent with federal requirements:

- 0.2 percent lead in solder and flux;
- 8.0 percent lead in pipes and pipe fittings;
- 4.0 percent lead by dry weight in plumbing fittings and fixtures.

# City of Dunsmuir

## Approved Backflow Prevention

### Assembly list

#### **DC (Domestic)**

Watts LF007M3QT (LF)

Febco LF 850 QT (LF)

Wilkins 950 XLT2 (LF)

#### **RP (Domestic)**

Wilkins 975XL2 (LF)

Febco LF 825YA (LF)

Watts 009 M2 (LF)

#### **DC (Fire Protection Main)**

Wilkins 350 DC

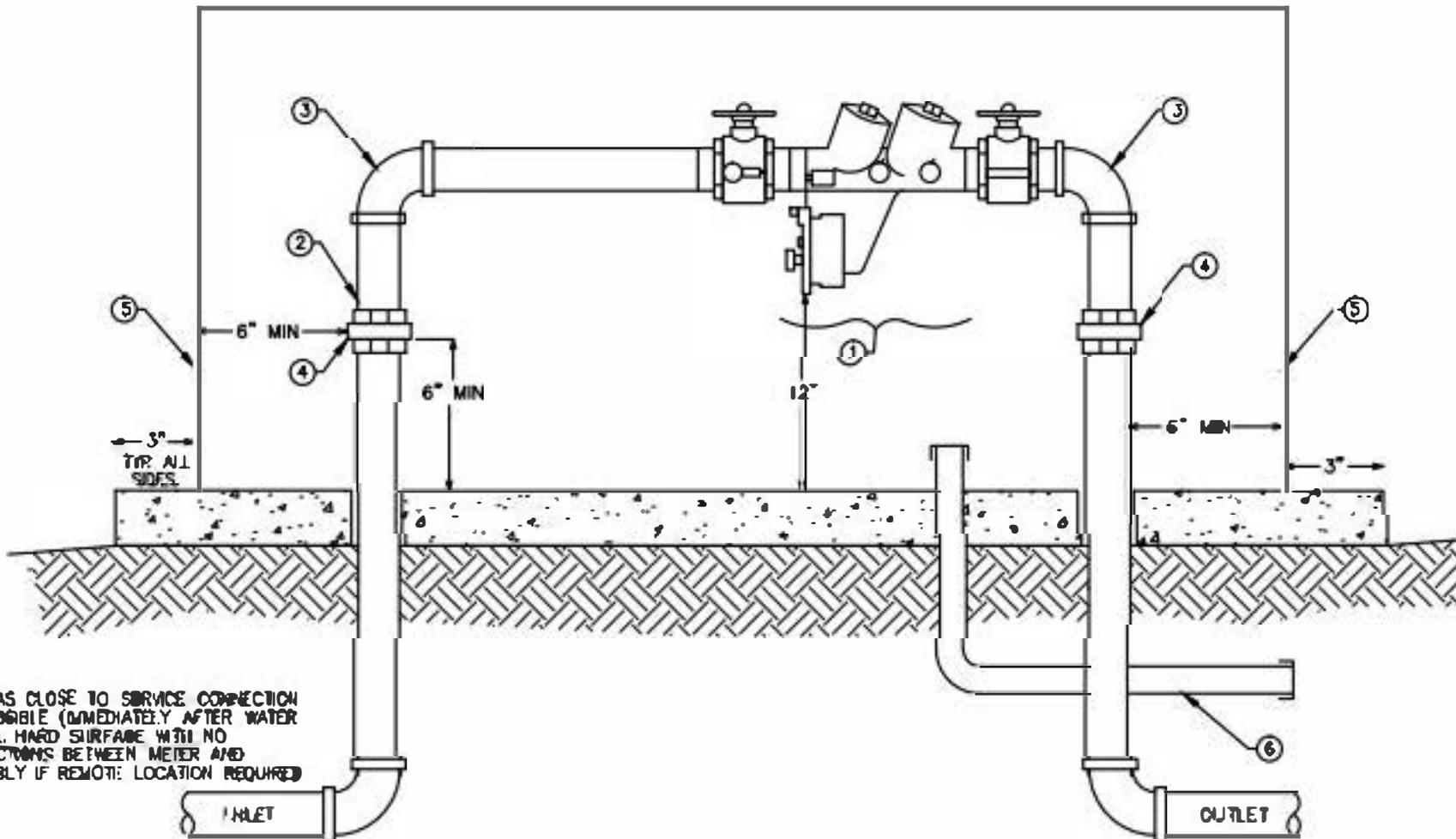
Wilkins 950 XL DC

Ames 3000 SS DC

#### **DCDA (Fire Protection Bypass)**

Watts 007 M3 QT DC

Wilkins 950 XL DC



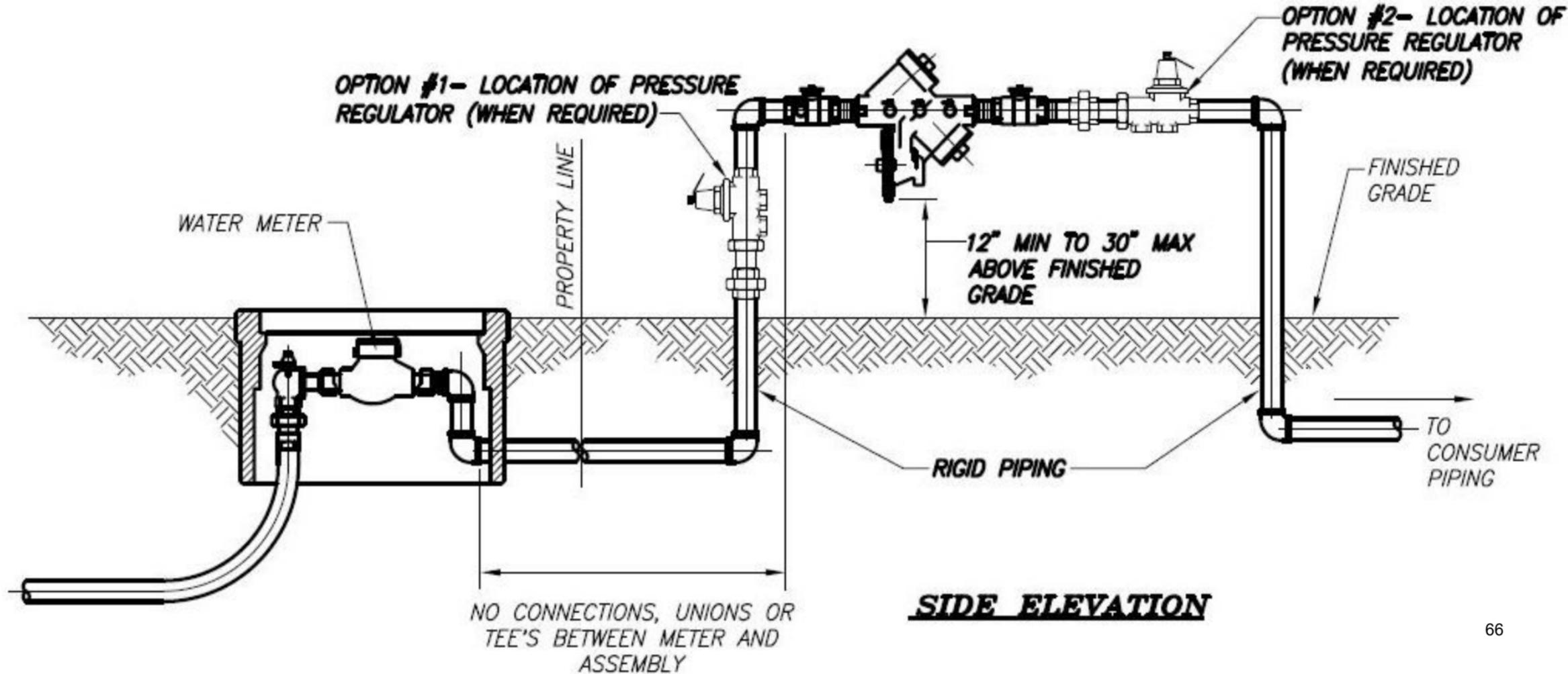
INLET AS CLOSE TO SERVICE CONNECTION AS POSSIBLE (IMMEDIATELY AFTER WATER METER). HARD SURFACE WITH NO CONNECTIONS BETWEEN METER AND ASSEMBLY IF REMOTE LOCATION REQUIRED

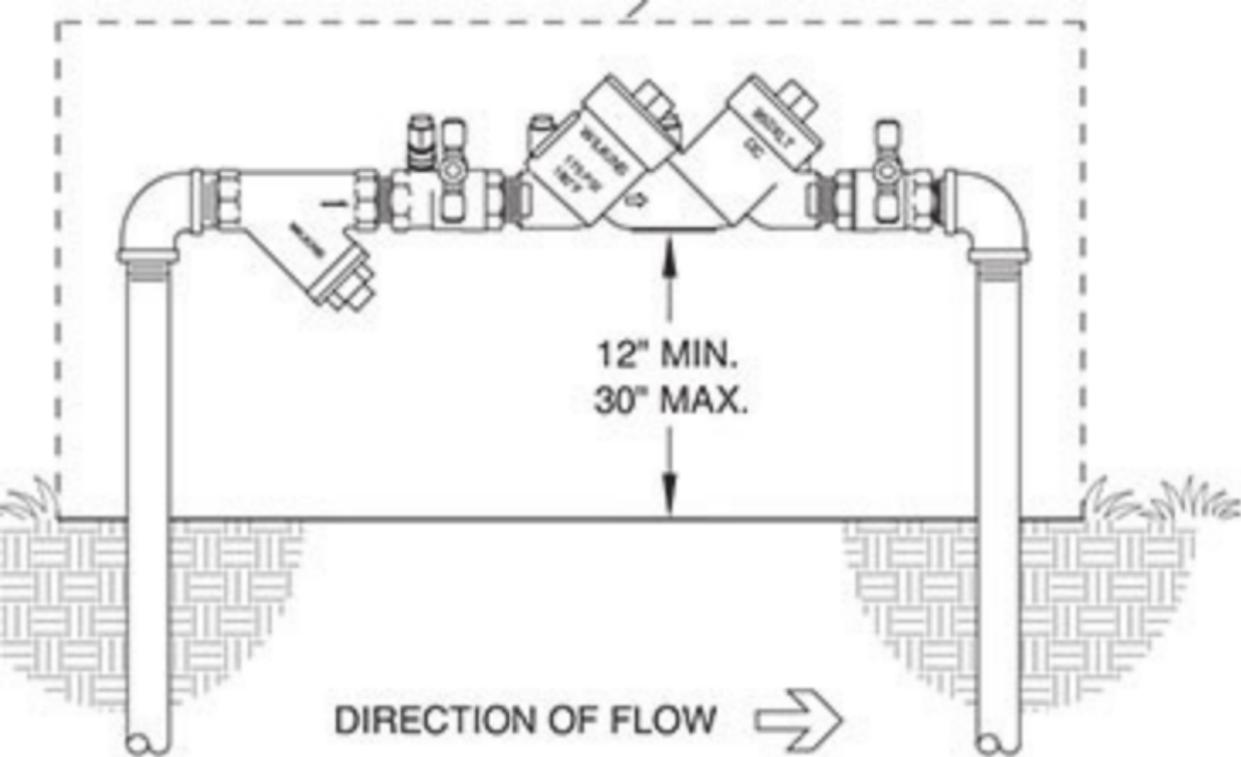
**NOTES**

1. ALL PIPE/FITTINGS TO BE TYPE "K" COPPER.
2. BACKFLOW PREVENTION ASSEMBLY MUST BE LEVEL AND INSTALLED A MINIMUM OF 16" FROM ASSEMBLY BODY TO FINAL GRADE.
3. ALL TEST COCKS (4 REQUIRED) SHALL BE FITTED WITH BRASS PLUGS INSTALLED WITH TEFLON TAPE.
4. COMPRESSION TYPE FITTINGS ARE NOT ALLOWED.
5. INSTALL THE BACKFLOW PREVENTION ASSEMBLY IMMEDIATELY DOWNSTREAM OF THE AGENCY WATER METER.
6. CALL FOR UNDERGROUND INSPECTION BEFORE BACKFILLING TRENCH.
7. A COPPER/BRASS UNION MUST BE INSTALLED IN THE MIDDLE OF BOTH RISERS.
8. ASSEMBLY SHALL BE APPROVED BY USC FOUNDATION FOR CROSS-CONNECTION CONTROL AND HYDRAULIC RESEARCH.

**LIST OF MATERIALS**

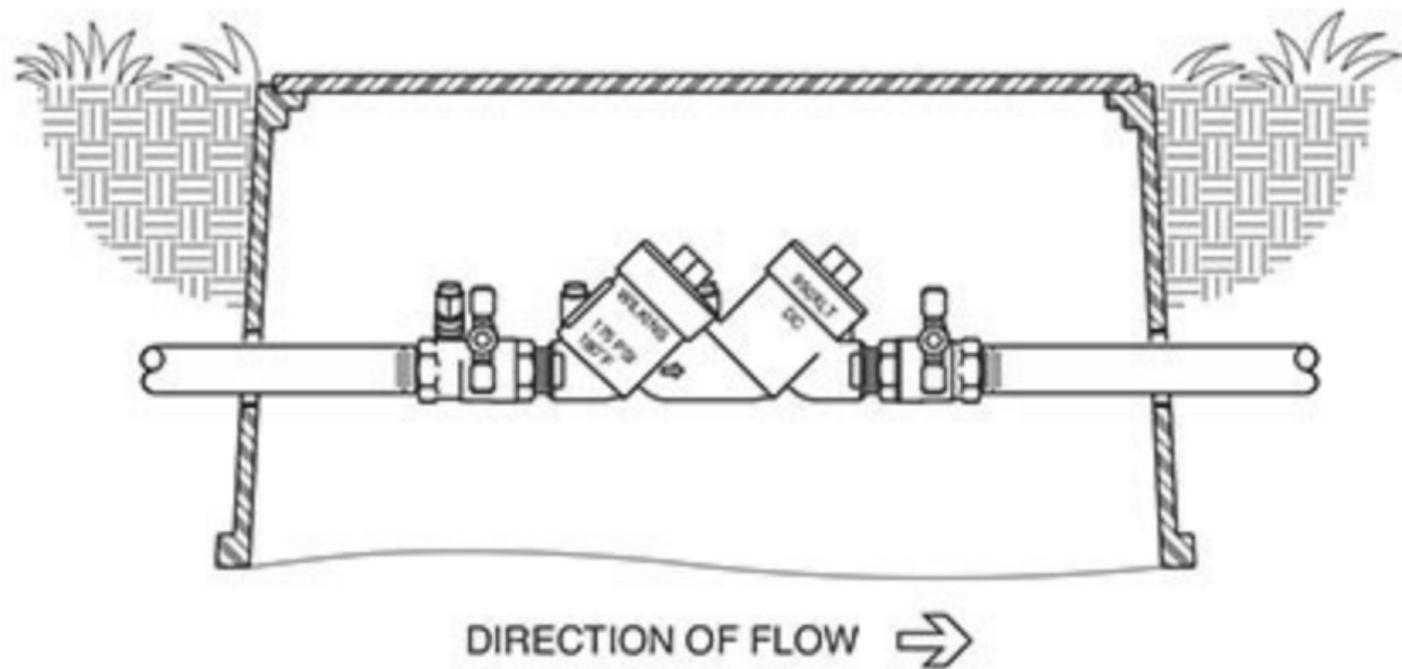
- ① REDUCED PRESSURE BACKFLOW PREVENTION ASSEMBLY, BALL VALVES INCLUDED AND APPROVED BY CITY.
- ② DOUBLE CHECK VALVE BACKFLOW PREVENTION ASSEMBLY USE SHALL BE REVIEWED AND APPROVED BY CITY.
- ③ PIPE, TYPE "K" HARD COPPER, 3/4" THRU 3".
- ④ 90° ELL, COPPER, 3/4" THRU 3".
- ⑤ PIPE UNION, BRASS OR COPPER.
- ⑥ INSTALL 4" CONCRETE PAD ENCLOSURE, AND HARDWARE ENCLOSURE SHALL BE AN ASSE 1060 CLASS I APPROVED.
- ⑦ ELECTRICAL CONDUIT FOR HEAT TRACE.





**OUTDOOR INSTALLATION**

**Double Check Back Flow Prevention  
Assembly**



**PIT INSTALLATION**