
**SISKIYOU LOCAL AGENCY FORMATION
COMMISSION**

**CITY OF DUNSMUIR
MUNICIPAL SERVICES REVIEW
AND SPHERE OF INFLUENCE
UPDATE**



APRIL 2021



CITY OF DUNSMUIR MUNICIPAL SERVICES REVIEW AND SPHERE OF INFLUENCE UPDATE

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SECTION 1 - INTRODUCTION

1.1 - Role and Responsibility of Local Agency Formation Commission (LAFCo)

The Siskiyou Local Agency Formation Commission (LAFCo) is the oversight agency for special districts and cities within Siskiyou County. The role of LAFCo under the Cortese-Knox-Hertzberg Reorganization Act of 2000 is to oversee local agency boundary changes and to adopt spheres of influence for local agencies. Among the purposes of LAFCOs are the discouragement of urban sprawl and the encouragement of the orderly formation and development of local agencies.

As such, LAFCo is considered the “watchdog” of local agencies by the State Legislature and is solely empowered with establishing spheres of influence that dictate the provision of future service delivery to orderly growth of that agency. Therefore, it is LAFCo’s responsibility to review the information available regarding services provided by an agency and make appropriate determinations that will establish future policy for future boundary decisions, such as annexations, for the corresponding jurisdiction.

1.2 - Municipal Service Review Purpose

The Municipal Services Review (MSR) process is a comprehensive assessment of the ability of existing government agencies to provide services effectively and efficiently to residents and users. The form and content of the MSR is governed by requirements of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act) and the State of California’s Local Agency Formation Commission (LAFCo) MSR Guidelines (Guidelines), published in August 2003.

The CKH Act requires all LAFCos, including Siskiyou LAFCo, to prepare an MSR for each of its incorporated cities and special districts. The fundamental role of LAFCo is to implement the CKH Act by providing for the logical, efficient, and most appropriate formation of local municipalities, service areas, and special districts. These MSRs must be completed prior to, or in conjunction with, the update of a Sphere of Influence (SOI) or before LAFCo initiates any reorganization of district boundaries.

This review is intended to provide Siskiyou LAFCo with all necessary and relevant information related to the operations and management of the City of Dunsmuir (City). The City is located near the southern border of Siskiyou County on Interstate 5 (I-5) at the upper end of the Upper Sacramento River Canyon (see Figure 1-1 and Figure 1-2). The information in this report may be used in considering an update to the City’s SOI by Siskiyou LAFCo or for other policy related decisions related to the City.

MSRs are intended to provide LAFCo with a comprehensive analysis of service provision by cities and other service providers within the legislative authority of LAFCo. The MSR focuses on service providers within the area of the City and will make determinations in each area



Figure 1-1
Regional Location

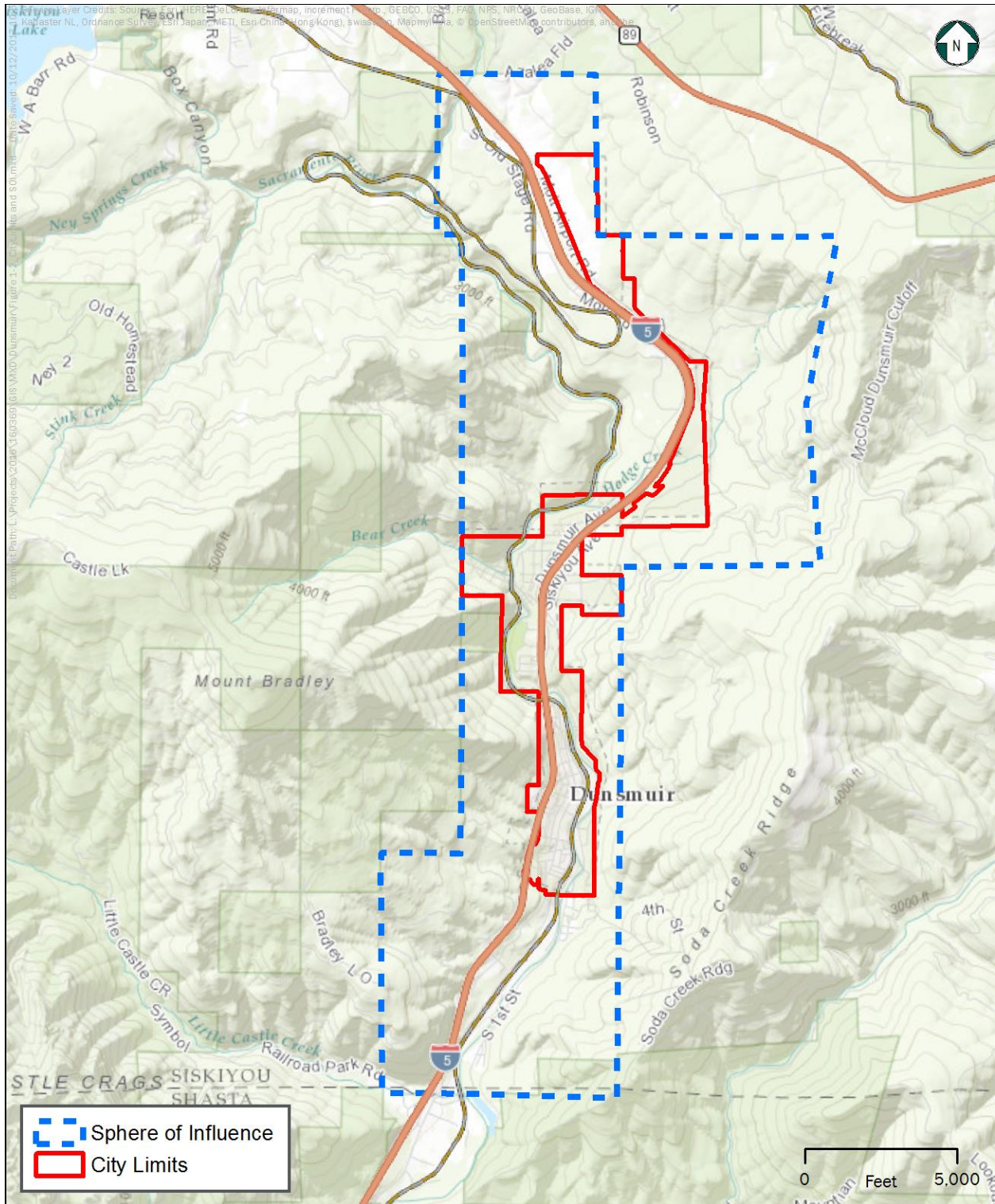


Figure 1-2
City of Dunsmuir
City Limits and Sphere of Influence



of evaluation, providing the basis for Siskiyou LAFCo to review possible amendments to Sphere of Influence or possible reorganization, consolidation, or annexation with those other service providers.

1.3 - Methodology and Approach

The process of developing the MSR began with a kick-off meeting to discuss the existing services provided by the City to its residents. Following the meeting, a comprehensive survey was sent to the City of Dunsmuir staff. The purpose of the survey was to retrieve more specific and technical information regarding the City's operations and delivery of its various services. The information requested included documents such as planning and budgetary documents, adopted budgets, Capital Improvement Programs, technical or special studies, and any other records related to the provision of municipal services by the City.

1.4 - Public Review and Adoption Process

Two drafts of the MSR document will be presented to LAFCo. A first draft will allow for public comments and a final draft will be presented to the Commission for formal acceptance. The final draft will incorporate any/all revisions, corrections, and responses to comments received at the prior public workshop.

1.5 - Required Topic Areas of Analysis

The MSR contains analysis and conclusions, referred to as determinations, regarding six topic areas set forth in the CKH Act. These areas of analysis contain the essential operational and management aspects of each service provider, and together constitute a complete review of the ability of the providers to meet the service demands of the residents and businesses within the City. The six topic areas used for analysis in this MSR are as follows:

1. Growth and Population Projections;
2. Disadvantaged Unincorporated Communities;
3. Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs or Deficiencies;
4. Financial Ability to Provide Services;
5. Status of, and Opportunities for, Shared Facilities; and
6. Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies.

An explanation of the specific operational and management aspects considered in each of these topic areas is provided below.

1. Growth and Population Projections

Service efficiency is linked to a service provider's ability to plan for the future need of a city while also meeting existing service demands. This section reviews projected

service demands and needs based upon existing and anticipated growth patterns and population projections. This is found in Section 2.

2. *The Location and Characteristics of any Disadvantaged Unincorporated Communities within or Contiguous to the Sphere of Influence*

Unincorporated disadvantaged communities, as defined by Water Code §79505.5, may lack basic infrastructure, such as water, sewer, or fire protection, because they may have been overlooked during the comprehensive land use planning process due to their socioeconomic status. To promote equality and environmental justice in accordance with adopted local policy and Senate Bill 244, which was adopted in 2011, the proximity of any disadvantaged community to existing service providers is analyzed and discussed in order to determine if the community should be included in the SOI of the City. This is found in Section 3.

3. *Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs or Deficiencies*

Infrastructure can be evaluated in terms of condition, capacity, availability, quality, and relationship to operational, capital improvement and finance planning. This section assesses the adequacy and quality of the service providers' physical infrastructure and analyzes whether or not sufficient infrastructure and capital are in place (or planned for) to accommodate planned future growth and expansions. This is found in Section 4.

4. *Financial Ability to Provide Services*

This section analyzes the financial structure and health of the City with respect to the provision of services. Included in this analysis is the consideration of rates, service operations, and the like, as well as other factors affecting the City's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services. Compliance with existing State requirements relative to financial reporting and management is also discussed. This is found in Section 5.

5. *Status of, and Opportunities for, Shared Facilities*

Practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section. Occurrences of facility sharing are listed and assessed for efficiency, and potential sharing opportunities that would serve to better deliver services are discussed. This is found in Section 5.2.

6. *Accountability for Community Service Needs, Including Governmental Structure and Operational Efficiencies*

This section addresses the adequacy and appropriateness of the agency's existing boundaries and Sphere of Influence and evaluates the ability of the City to meet their service demands under their existing government structure. Also, included in this

section is an evaluation of compliance by the agency with public meeting and records laws. This is found in Section 5.3.

1.6 - Issues Analyzed

The City of Dunsmuir (City) is a general law city located in Northern California at the upper end of the Upper Sacramento River Canyon with the Cascade Mountains to the east and the Klamath Mountains to the west, encompassing approximately 1.81 square miles. The City was established in 1909 and is empowered to provide various municipal services, including the following, which will be addressed in this MSR:

- Water Infrastructure;
- Wastewater Infrastructure;
- Storm Drainage;
- Public Works;
- Law Enforcement;
- Fire Protection;
- Parks and Recreation;
- Administration, Management and Operations;
- Fiscal Resources; and
- Governance.

The preamble of the CKH Act contains a number of legislative findings and declarations that serve as a general guide for LAFCo's and their purpose for being. The first and main declaration is that:

It is the policy of the State to encourage orderly growth and development, which are essential to the social and economic well-being of the State.

The Legislature goes on to make further declarations in CKH Section 56001 about how the determination of orderly local government boundaries is important to orderly growth and development. The Legislature also makes the following declarations in Section 56001:

The Legislature finds and declares that a single multipurpose governmental agency is accountable for community service needs and financial resources and, therefore, may be the best mechanism for establishing community service priorities especially in urban areas.

Nonetheless, the Legislature recognizes the critical role of many limited purpose agencies, especially in rural communities.

The Legislature also finds that, whether governmental services are proposed to be provided by a single-purpose agency, several agencies, or a multipurpose agency, responsibility should be given to the agency or agencies that can best provide government services.

The main purpose of this MSR is to review past findings, if available, for various City services and evaluate if the level of services currently being provided is operating at a level that is still encouraging orderly growth and efficient service delivery to residents of Dunsmuir. Once that is determined by LAFCo, then questions regarding SOI, and boundary change recommendations can be answered.

1.7 - Background, Setting and History

The City of Dunsmuir is a general law city in Siskiyou County, CA. It was incorporated in 1909. The City is governed by a Council/Manager form of government made up of five Council members elected to four-year, overlapping terms. The fiscal year of the City is from each July 1 to June 30 of the following year.

Before incorporation, the town was originally located approximately one mile south of its current location and was named “Pusher” due to the help engines that were used to push steam trains up the steep grade north of town. Dunsmuir adopted its current name in the late 1880’s in honor of the man who donated a water fountain to the community. By the turn of the century, Dunsmuir was a well-established railroad town with the largest population of any city in Siskiyou County. Currently, the City of Dunsmuir has been recognized as an attractive place for retired and semi-retired individuals and couples seeking the lifestyle of a small community (City of Dunsmuir, 2006).

1.8 - Services Currently Provided

Dunsmuir provides various services including water and wastewater, public works, fire, and administration. Other essential services provided to the residents of the City are overseen through various agencies. These agencies fill voids in the municipal service needs of City residents where the City chooses not to or simply cannot provide an identified service. Contracts have been created with outside agencies, special districts, and private companies. The services provided by these outside sources include law enforcement, solid waste disposal, parks management, engineering, planning, and building department services, as well as legal services.

City recreational facilities include Tauhindauli Park, the Dunsmuir Community Pool, Children’s Park, Little League Park, the Dunsmuir City Ball Park, and City Park. Further description of each service and the extent of its current operations are included in Section 4 of this document.

The other public agencies include the Siskiyou County Sheriff’s Department, Dunsmuir Fire Protection District, Castella Fire Protection District, Mt. Shasta City Fire Department, Cal Fire, U.S. Forest Service, Dunsmuir Recreation and Parks District, and the California Department of Fish and Game. Other private entities also meet service needs for residents of the City, such as Union Pacific Railroad, Little League Baseball, as well as other contract providers of services in solid waste disposal, building, planning, and engineering.

Table 1-1 illustrates the services provided in the Dunsmuir area. The matrix specifies whether the services can and are being provided now or whether those services are authorized but not being provided currently.

Provides - means that the agency is authorized by LAFCo and State law to provide the service and that the service is currently being provided. These services may continue to be provided by the agencies at their discretion.

Authorized - means that the agency is authorized by LAFCo and State law to provide the service, but this service is not currently being provided.

Table 1-1
Services Matrix within the City of Dunsmuir

Municipal Service Type	Dunsmuir
Water supply	Provides
Water distribution	Provides
Sewer collection & disposal	Provides
Storm drainage	Provides
Flood control	Authorized
Street construction	Authorized
Street maintenance	Provides
Street lighting	Provides
Street sweeping/snow plowing	Authorized
Street landscaping	Authorized
Solid waste collection, transfer & disposal	Authorized
Police protection	Provides ¹
Fire protection	Provides ²
Animal control	Authorized
Parks & recreation	Provides ³
Airports	Provides
Ambulance service	Authorized
Emergency medical service	Authorized
Heat and power	Authorized
Undergrounding of overhead electrical & communication facilities	Authorized
Generate and sell electricity	Authorized
Community facilities	Authorized
Television/Cable services	Authorized
Transportation	Authorized
Cemeteries	Authorized
Open space conservation	Authorized

¹ Law enforcement services are provided by Siskiyou County Sheriff's Department

² The Department has a joint services agreement with Dunsmuir Fire Protection District as well as automatic aid agreements with the Castella Fire Protection District and Mt. Shasta City Fire Department. Mutual aid agreements exist with Cal-Fire and the U.S. Forest Service.

³ Operations and maintenance of parks by various entities including the City of Dunsmuir, Dunsmuir Recreation and Parks District, Union Pacific Railroad, Dunsmuir Garden Club, Little League Baseball, the California Department of Fish and Game, as well as active community members.

1.9 - Determinations

Determination 1-1 – Siskiyou LAFCo has the authority to determine the Sphere of Influence for the City of Dunsmuir.

Determination 1-2 - A single multipurpose governmental agency, such as a city, County Service Area, Public Utility District or Community Services District, is the preferred entity by LAFCo and could be accountable for all community service needs and financial resources and, therefore, may be the best mechanism for establishing community service priorities especially in urban areas. Governmental services should be given to the agency or agencies that can best provide government services.

Determination 1-3 - The City of Dunsmuir is currently providing the following services:

- Water Infrastructure
- Wastewater Infrastructure
- Storm Drainage
- Public Works
- Fire Protection
- Parks and Recreation
- Airport
- General Administration

Determination 1-4 – The following services are currently provided by other agencies or private entities within or around the City of Dunsmuir:

- Law Enforcement
- Parks and Recreation
- Solid Waste Disposal

SECTION 2 - GROWTH AND POPULATION PROJECTIONS

The purpose of this section is to evaluate service needs based on existing and anticipated growth patterns and population projections. The MSR Guidelines call for LAFCo to determine historic and projected growth and absorption patterns in relationship to a service provider's boundaries and SOI. In addition, LAFCo is tasked with evaluating the impact and compatibility of such growth on and with land use plans, services, local government structures and growth patterns.

2.1 - Historical Data and Population Projections

Historical population data and future projections have been obtained from the U.S. Census Bureau, and the California Department of Finance. For analysis purposes, this data is compared to other source data relating to growth and population including the City's General Plan population projections. Per the CA Department of Finance, the City's population is currently 1,618. Historical census data indicates that the City of Dunsmuir had a population of 2,129 in 1990, 1,926 in 2000, and 1,650 in 2010. Per the DOF, the City experienced its most dramatic population decline between 2000 and 2010, with the population peak in 1980 and has readily declining since then. According to the City's General Plan, the City experienced a 9.7% decline in population. During this same period, Siskiyou County experienced a 1.7% increase in population. The decline in the City's population has primarily been the result of the loss of timber and railroad-related jobs and the relocation of many families who were employed in those industries.

Per the U.S. Census Bureau, the City's population, as of July 1, 2017, was 1,594 (807 males and 787 females). The total number of housing units was 1,109, of which approximately 748 were occupied. The breakdown in household size is as follows: one-person household – 35.2%, two-person household – 40.2%, three-person household – 13.6%, and four or more-person household – 11.0%. The City's General Plan notes that there has been an increase in the number of dwellings being used primarily as seasonal homes.

The 2013-2017 American Community Survey five-year estimates state that the median total household income is \$35,208. Hispanic/Latino residents account for the largest non-white racial/ethnic group, with 11.3% of all residents claiming some degree of Hispanic race or Latino ethnicity. The City's Hispanic/Latino population grew at a steady rate, increasing 2.2% since 2010 while all other racial/ethnic groups have substantially decreased (U.S. Census Bureau, 2017).

Based on the population projection in Table 2-1, the City of Dunsmuir is expected to shrink slightly by 0.30% per year on average through 2025. The nearly level growth rate would likely lead to reduced pressure to build new parks and public facilities as a result of immediate or significant growth periods. Additionally, there is adequate time to meet the needs of new residents or to tend to existing service gaps.

Table 2-1 compares the City of Dunsmuir's population to the overall population of Siskiyou County for years 1970, 1980, 1990, 2000, 2010, 2015.

**Table 2-1
Historical Population Growth (1970-2030)**

Year	Dunsmuir		Siskiyou County	
	Population	Average Annual Growth Rate	Population	Average Annual Growth Rate
1970	2,214		33,224	
1980	2,280	+1.8%	39,400	+18.6%
1990	2,129	-5.5%	43,531	+10.5%
2000	1,926	-9.7%	44,281	+1.7%
2010	1,650	-14.3%	44,900	+1.4%
2015	1,625	-1.5%	44,776	-.28%

Source: ^a 2006-2025 Dunsmuir General Plan
^b United States Census Bureau American FactFinder
 Department of Finance

2.2 - Planning Documents

The following long-range planning documents have been adopted by the City: 2006 General Plan; Master Sewer Plan; and the 2015 Master Water Plan.

The City of Dunsmuir plans for future growth through the implementation of policies and standards set forth in its General Plan. The General Plan is a long-term, comprehensive framework to guide physical, social, and economic development within the community’s planning area. Dunsmuir’s General Plan is a long-range guide for attaining the City’s goals within its ultimate service area and accommodating its population growth to the year 2025. The City of Dunsmuir’s General Plan, adopted December 15, 2006, coordinates all components of the City’s physical development and sets objectives, policies and standards which guide future growth within the City’s planning area.

Senate Bill 375 contained a statutory amendment providing an option to applicable transportation agencies to change the update schedules for the Regional Transportation Plan and Housing Element (HE). A Metropolitan Planning Organization (MPO) or Regional Transportation Planning Agency (RTPA) on a five-year Regional Transportation Plan (RTP) update schedule can elect to adopt its RTP every four years. After the election is made, all local governments within the region of the MPR or RTPA change from a five-year to an eight-year HE planning period beginning with the next HE update (Department of Housing and Community Development 2014). The Housing Element also needs to be reviewed and approved by the California State Department of Housing and Community Development (HCD). The City of Dunsmuir Housing Element, while part of the 2006 General Plan, is separately bound and was last updated in 2016. The City’s General Plan provides the foundation and policy base to guide future growth within the City.

Dunsmuir also plans for improvement pursuant to Master Plans. The City follows recommendations set out in the Dunsmuir 2015 Master Water Plan, which is an in-depth analysis of the City’s water system and conditions. Dunsmuir also follows recommendations

set out within the 2007 Master Sewer Plan, which looks in depth and has made recommendations for the City's sewer system, treatment, and disposal systems.

2.3 - Planning Boundaries

The City of Dunsmuir is in the far southeastern part of Siskiyou County, California. The City is the fourth largest city in the County, behind Weed. Dunsmuir is directly intersected by the Interstate Highway 5, a major highway connecting California to Oregon. The SOI of the City reaches roughly 9.5 square miles. The SOI mainly encompasses steep, rough terrain and is also intersected by the I-5 (PMC, 2011).

2.4 - Annexations

The City of Dunsmuir is not actively considering annexations of land within the SOI. It is projected that most new growth in Dunsmuir will occur within the existing City limits on suitable lands.

There is one program (policy) within the 2006 General Plan related to annexations:

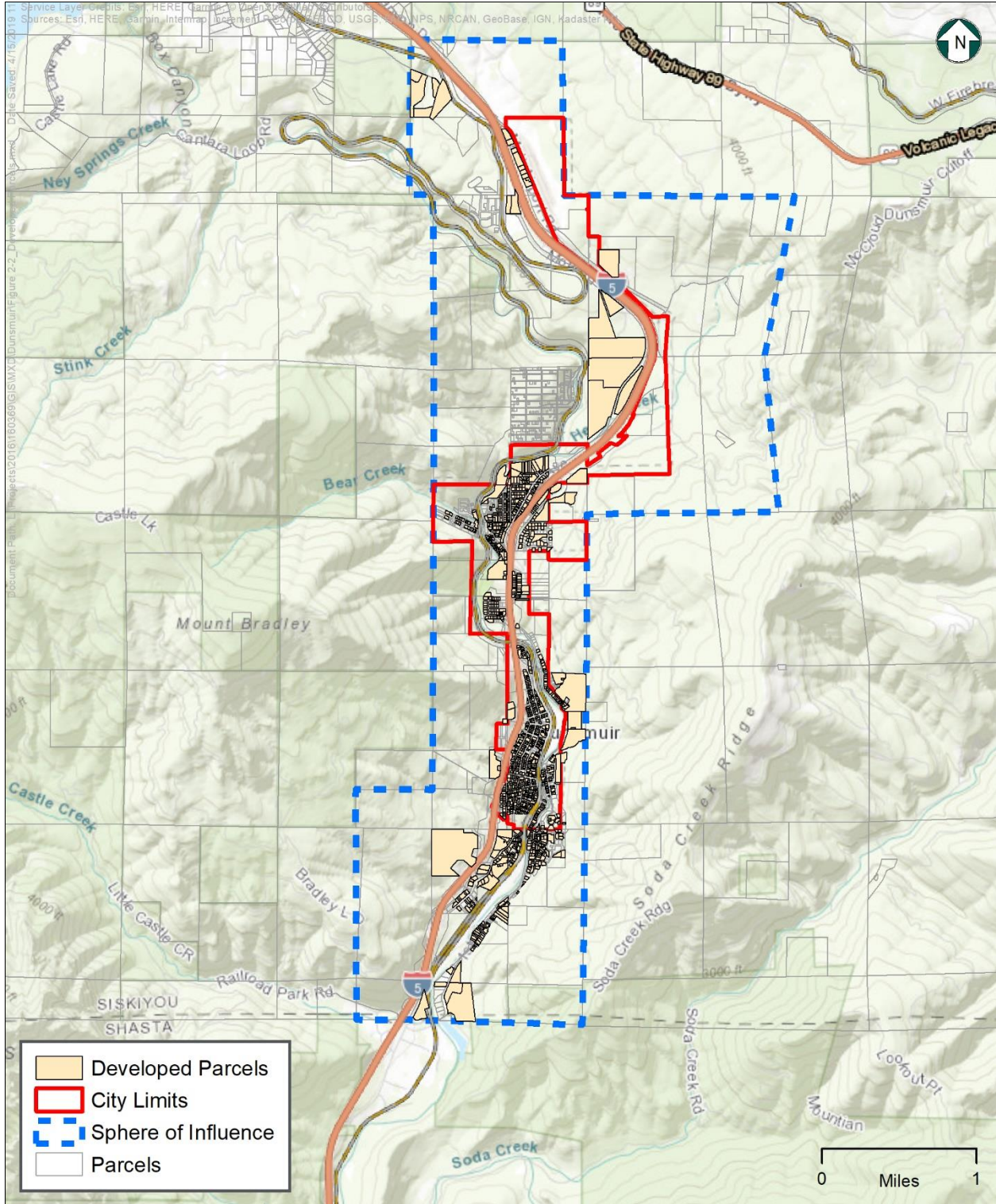
Policy LU-2.2: As available housing becomes limited, the City will consider the annexation and development of suitable land adjacent to the City in the Sphere of Influence which can be readily served with water and sewer services.


Implementation Measure LU-2.2.1: When appropriate, the City should work with owners of property between the airport and the north Dunsmuir Avenue interchange to establish necessary land use and infrastructure plans and financing to open this area for community expansion and development.

Implementation Measure LU-2.2.1: In response to annexation proposals, lands within the Sphere of Influence should be pre-zoned in accordance with the General Plan Land Use Plan as a means to maintain a variety of land uses as may be needed as the community grows.

Land within the City of Dunsmuir's SOI boundary may be annexed into the City upon approval by the Siskiyou County LAFCO, thereby transferring land use authority for the land within the SOI from the County of Siskiyou to the City of Dunsmuir.

The City is not expected to grow significantly through the addition of new territory to its boundaries in the coming years and, accordingly, major annexations are not anticipated in the near future. There has also been an increase in the number of dwellings that are being used primarily as seasonal homes. Other concerns that impact development include the area's topography. One significant limitation to growth in Dunsmuir is the lack of vacant land suitable for development. Most vacant lands in the City have either substantial topographic constraints or lack adequate access. While developable lands do exist between the north Dunsmuir Avenue interchange and the airport, these lands have not yet been subject to much development pressure (City of Dunsmuir, 2006).



 **Figure 2-1**
Existing Developed Areas within the Sphere of Influence

2.5 - Land Use

The predominant land use within the City is residential, which accounts for approximately 74% of the land within the City. Most of this residential use was single-family. Sacramento and Dunsmuir Avenue contain the bulk of commercial development, as well as commercial zoned areas that are currently used for residential purposes. Other commercial zoned areas exist in downtown Dunsmuir. Due primarily to the location's terrain, the City has a lack of larger commercial areas to draw in larger businesses. Similarly, the cumulative amount of vacant commercial land is sparse. These factors may pose a major problem to the development potential of the area, as well as its ability to draw in more tourists or residents (PMC, 2011).

While the City does not have jurisdiction over the areas outside of its incorporated limits, its General Plan does convey "appropriate" land use designations for unincorporated land within its planning area. The unincorporated area within the City's planning area primarily includes land designated for rural residential and open space uses. The City's General Plan also requires the establishment of hillside development procedures to preserve the natural views of the ridges surrounding the City, but the City must work with Siskiyou County to curtail such development within its jurisdiction.

The City's 2006 General Plan Land Use Element outlines several policies relating to land management, and development within and surrounding the City. As prescribed by the General Plan Policy, the City will move development in a direction that accommodates for tourism, and that has a large and diverse parks system as well as land use. Some of these policies, which could be applicable to the SOI amendment and MSR process, are reiterated below.

Policy LU-1.2

The City shall continue to improve, enhance, and expand parks and increase public access.

Policy LU-1.3

The City shall provide ample zoning to accommodate tourist support services.

Policy LU-2.1

The City shall provide for a compatible mix and quantity of land uses that will serve the needs of the community.

Policy LU-2.2

As available housing becomes limited, the City will consider the annexation and development of suitable land adjacent to the City in the Sphere of Influence which can be readily served with water and sewer services.

2.6 - Regional Housing Needs Allocation/Plan (RHNA/P)

California's Housing Element law (Government Code, §§ 65580 et seq.) mandates that a local jurisdiction develop and approve a Regional Housing Needs Allocation (RHNA) to accommodate a share of the region's projected housing needs as part of the process of updating local housing elements of the general plan. HCD is responsible for allocating each region's share of the statewide housing need to each of California's Council of Governments (COG), who in turn allocate a share of the region's housing needs to each of the cities and counties in the region for the planning period. In the case of Siskiyou County, which is a non-COG area, the Siskiyou County Community Development Department is responsible for allocating the RHNA to individual jurisdictions within the County, including Dunsmuir.

The 2014-2019 Regional Housing Needs Plan (RHNP) was adopted and submitted to HCD in July of 2012. The RHNP establishes the total number of housing units that the City of Dunsmuir must plan for within a five-year planning period. Based on the adopted RHNP, each city and county must update the housing element of its general plan to demonstrate how the jurisdiction will meet the expected growth in housing need over this period of time.

According to Table 2-2 from the City's Housing Element, the City of Dunsmuir will need 23 additional housing units based on the anticipated growth between January 1, 2014 and June 30, 2019. Of these 23 units, 10 of them must be designated for extremely low, very low, and low-income individuals. The Housing Element concluded that there is adequate site land to meet the City's housing needs within the Housing Element's time horizon. "the City had adequate appropriately zoned sites, with supporting public services and utilities, to accommodate its housing needs over the current planning period".

**Table 2-2
Dunsmuir 2013-2020 Housing Allocation**

Total # of Projected Units Needed Based on Growth	Extremely Low Income	Very Low Income	Low Income	Moderate	Above Moderate
23	3 (13%)	3 (13%)	4 (17.4%)	4 (17.4%)	9 (39.4%)

Source: 5thHE_Data_Package_Siskiyou

2.7 - Anticipated Service Needs

The potential for population growth within the City in the coming years is very limited and highly dependent on the economy. The City of Dunsmuir 2006 General Plan directs development and growth to vacant lots or existing structures within the City through goals and policies that promote infill development and organized zoning. As such, growth beyond the existing City limits of Dunsmuir would seem to be limited until infill development has been exhausted, or until population growth makes it necessary. Figure 2-2 shows the vacant parcels in Dunsmuir.

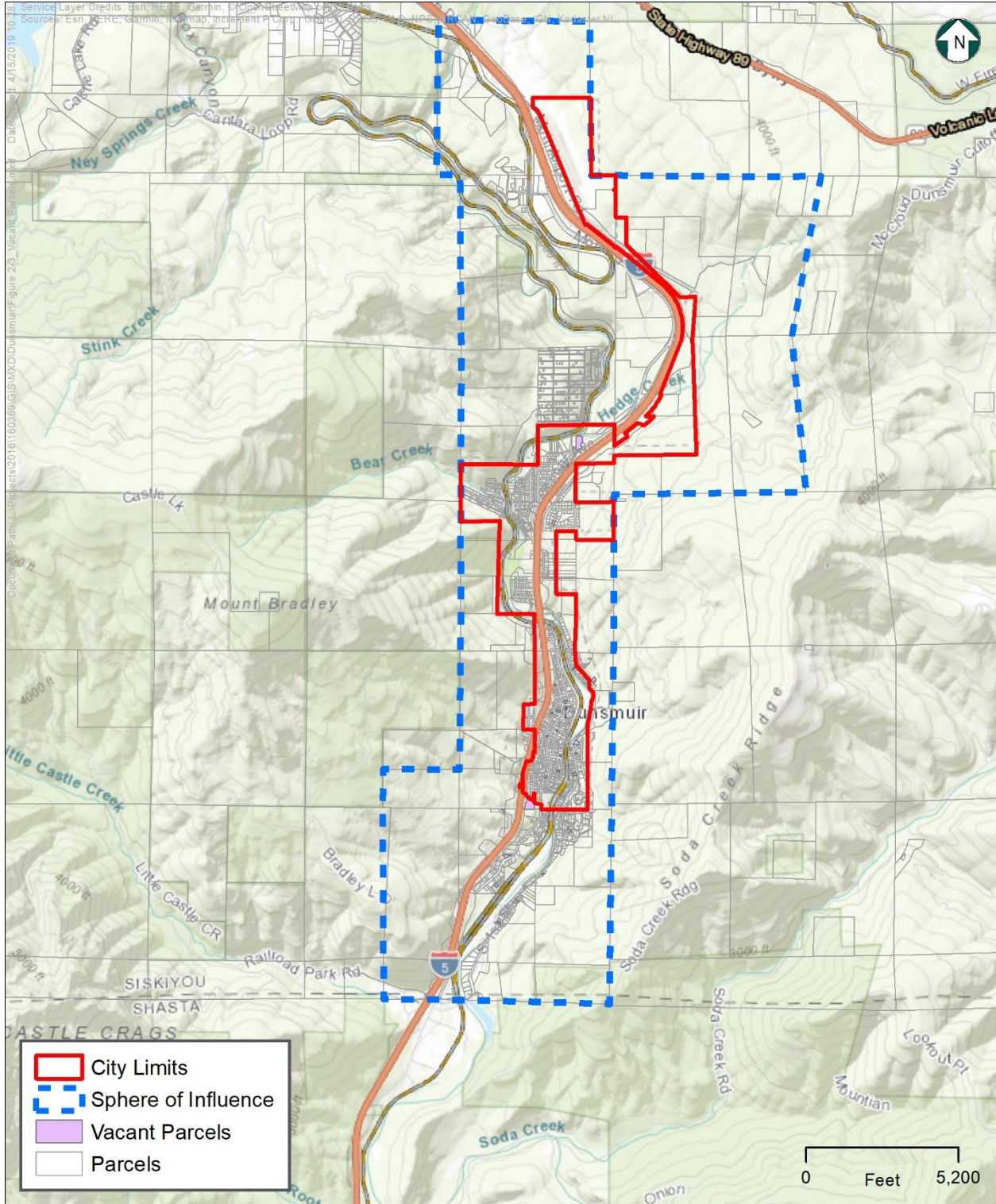


Figure 2-2
Vacant Parcels near Dunsmuir



Infill developments within the City would likely have many existing services within their immediate area such as water, sewer, streets, parks, lighting and/or snowplow services. Furthermore, law enforcement and fire protection services would already be servicing the surrounding properties and would be aware that the new development is within their jurisdiction.

2.8 - Determinations

Determination 2-1 - U.S. Census data indicates that the City had a 1990 population of 2,129, a 2000 population of 1,926, and a 2010 population of 1,650. These trends indicate that the City's population fell at an average annual rate of approximately -9.8% in 1990, in 2000, and in 2010.

Determination 2-2 - The City plans for future growth through the implementation of policies and standards set forth in its General Plan. The City's General Plan was updated in 2006 and is a long-range guide for attaining the City's goals within its ultimate service area and accommodating its population growth to the year 2025. The City's General Plan provides a policy base to guide future growth within the City.

Determination 2-3 - The City also plans for future growth through the preparation and implementation of Specific Plans and Master Plans. Applicable plans for the City include the Master Sewer Plan, and the 2015 Master Water Plan.

Determination 2-4 - Present land use in the area includes residential, recreational, commercial, and tourist-related uses. Primary residential areas tend to follow interstate 5 which bisects the City's SOI. Growth and development potential are limited largely by population decline and topography. There is not expected to be any substantial change in the planned land use as a direct result of this review.

Determination 2-5 - Present needs for public facilities and services are currently being met. Probable needs for public facilities and services are not currently anticipated to vary from present needs, as future demands are expected to remain relatively the same. No significant growth or population increases are currently anticipated to affect the City's ability to provide services and land that may be developed has substantial access to various existing services. The City does not have any major plans for future expansion of boundaries.

Determination 2-6 - The City's updated General Plan contains several policies that promote development of the City and its surrounding areas as well as infill development.

Determination 2-7 - The City will likely accommodate future growth through infill development areas, which are likely already served by the City or other local agencies that provide municipal services.

SECTION 3 - DISADVANTAGED UNINCORPORATED COMMUNITIES

Disadvantaged Unincorporated Communities (DUCs) are defined as inhabited territory (12 or more registered voters) that constitutes all or a portion of a community with an annual median household income that is less than 80% (or \$51,026) of the statewide annual median household income (MHI), which was \$63,783 as of 2016 (U.S. Census Bureau, 2017). These communities were identified as an area of concern by SB 244 that was adopted into State law in 2011. These communities may lack essential municipal services such as water or sewer as they may have been developed prior to infrastructure being installed in proximity to them. Pursuant to State law, LAFCo is now required to identify any DUC adjacent to the City and determine if they should be included with any SOI amendment.

There are multiple existing communities outside the existing City limits which have a median household income below \$51,026 annually (Figure 3-1). These areas are located to the north and south of the existing City limits within the existing SOI (Figure 3-2). However, pursuant to Government Code Section 56430, DUCs also lack water, wastewater, and structural fire protection services. These areas likely utilize private facilities such as water wells and septic tanks and the Dunsmuir Fire Department and Castella Fire Protection District collaboratively provide structural fire protection through mutual aid agreements.

Based on the information available, it can be determined that, this area meets the definition of a DUC as it pertains to income level, water, and wastewater but not structural fire protection. Therefore, there are areas within proximity of the City that should be considered a DUC.

3.1 - Determinations

Determination 3-1 – There are areas currently within the City’s Sphere of Influence that can be considered unincorporated disadvantaged communities due to median household income being below 80% of the statewide average.

Determination 3-2 – These identified areas currently receive water and wastewater services likely through private facilities such as water wells and septic tanks.

Determination 3-3 – These identified areas currently receive structural fire protection from the Dunsmuir Fire Department and Castella Fire Protection District.

Determination 3-4 – Due to the identified areas receiving the essential municipal service of structural fire protection but not municipal water or wastewater, there are no communities within the existing Sphere of Influence which may be considered a disadvantaged unincorporated community.

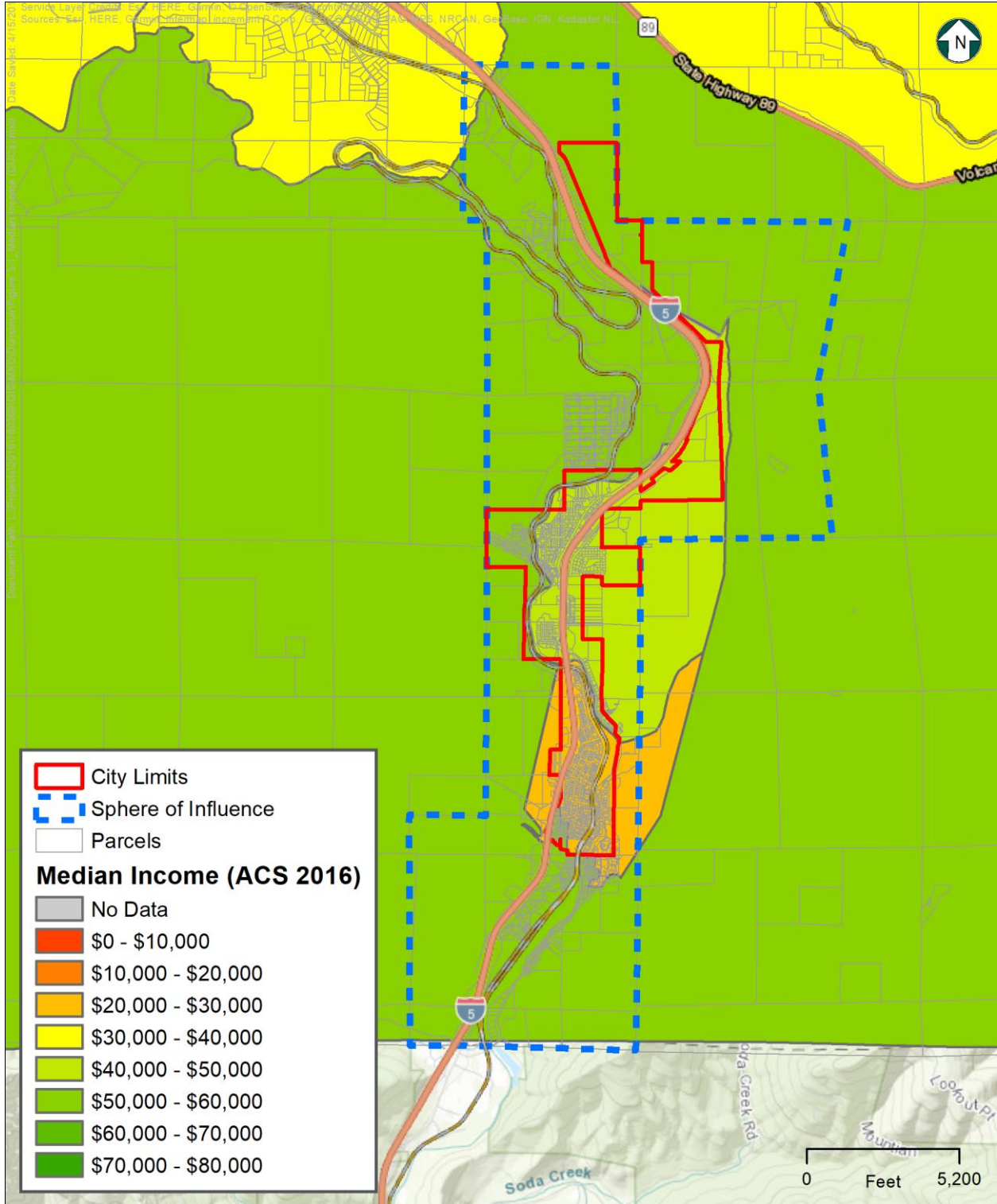


Figure 3-1
Median Household Income (2017)



SECTION 4 - PRESENT AND PLANNED CAPACITY OF PUBLIC FACILITIES AND ADEQUACY OF PUBLIC SERVICES, INCLUDING INFRASTRUCTURE NEEDS OR DEFICIENCIES

The purpose of this section is to evaluate the infrastructure needs and deficiencies of the City of Dunsmuir in terms of availability of resources, capacity to deliver services, condition of facilities, planned improvements, service quality, and levels of service.

LAFCo is responsible for determining that an agency requesting an SOI amendment is reasonably capable of providing needed resources and basic infrastructure to serve areas within the City and its SOI. It is important that these findings of infrastructure and resource availability are made when revisions to the SOI and annexations occur. LAFCo accomplishes this by evaluating the resources and services to be expanded in line with increasing demands.

4.1 - Capital Investment/Improvement Program (2014-2019)

Many cities decide to pursue the development of a Capital Investment Plan/Program (CIP). This document would describe investments made by a city to grow funds or to provide services more productively. Strategic approaches are therefore taken to prioritize investment opportunities. Information regarding a City Capital Investment Plan/Program was not provided by the City of Dunsmuir.

4.2 - Water

4.2.1 - SUMMARY OF PRIOR MSR FINDINGS

The City of Dunsmuir MSR previously identified that the Water Master Plan current at that time was adopted in 1994 (PMC, 2011).

Water infrastructure needs are determined by the Master Water Plan in coordination with staff recommendations and City Council approval. Infrastructure maintenance, replacements and upgrades are scheduled and prioritized based on staff recommendations and the availability of funds and are coordinated with other projects when possible. New or upgraded infrastructure is financed through monthly water fees, which are based on metered use per unit. The rates are currently \$18 base fee for residential, which will increase to \$26 over the next two years. A onetime connection fee of \$1,155 per housing equivalent, development agreements, loans, and grants are also used to finance water system improvements (PMC, 2011).

4.2.2 - CURRENT CONDITIONS

The City obtains 100% of its water from the Mossbrae Springs, which forms Mossbrae Falls. The City has a water right for 1.27 MGD, which appears adequate to serve existing and near-term demands. The water is of excellent quality and does not require treatment or chlorination. The City's distribution piping system dates to the early 1900's consisting of old, thin-walled, steel piping. The City has implemented several projects over the years for replacing the worst of these old water mains. However, there is still more to do.

In 2006, the City obtained a \$1.5M Community Development Block Grant (CDBG) to add a storage tank to north Dunsmuir and make improvements to the Lookout Pump Station. In 2015, the City obtained another \$1.5M CDBG to replace old water mains on Scherrer, Willow, Buch, Butterfly, Oak, and the Blackberry Hill area.

In 2016, the City obtained a \$1.25M grant through the Upper Sac-Upper McCloud Integrated Regional Water Management Group region to replace old steel piping in north Dunsmuir and south Dunsmuir. The City is currently seeking \$3.2M in Prop 1 Drinking Water State Revolving Fund (DWSRF) grant money to replace the old buried concrete downtown tank.

In late 2017, the City obtained a \$500,000 planning grant to perform planning and design for replacing the highest-priority old steel water mains. The City hopes to obtain a \$5.5M construction grant through Prop 1 DWSRF to make these improvements (City of Dunsmuir, 2018).

The City updated the Water Master Plan in 2015 to provide for infrastructure improvements for a 20-year planning horizon. The document reflects the land use established by the General Plan. The growth rate proposes a 16% increase over the next 20 years for the City. It identifies that there are about 175 vacant parcels within the City that could be developed.

No development proposal is directly identified that would need to be added to the existing SOI.

**Table 4-1
Water Operations Fund Expenditures**

Source	FY 2016/2017	FY 2017/18	FY 2018/19
General Administration	\$95,526	\$106,283	\$117,615
Personnel Services	\$205,125	\$242,991	\$282,395
Depreciation and Amortization	\$160,655	\$165,499	\$163,905
Materials and Supplies	\$67,877	\$65,890	\$82,510
Contractual Services	\$17,672	\$8,657	\$20,815
Non-Operating Expenses (Interest)	\$21,269	\$0	\$0
Total	\$568,124	\$589,320	\$667,240

Source: cities.bythenumbers.sco.ca.gov; City of Dunsmuir Fiscal Year 18/19 Adopted Budget

Needs and Deficiencies

The City did not specifically identify any needs or deficiencies. However, the Water Master Plan identified six current improvements needed for the existing system which totals approximately \$1.2 million, which are proposed to be funded by CDBG funds. It is unclear which of these projects have been completed by the City or when they have been planned to be constructed.

- **Scherrer Avenue Water Main Replacement:** The current Scherrer Avenue main is aged and undersized resulting in poor flows along Scherrer Avenue and downstream down S. 1st Street to the wastewater treatment plant. This project replaces the existing 4" and 8" main, improving flows throughout the southern portion of the City.
- **Upper Blackberry Hill Water Main Replacements:** The existing Blackberry Hill area main's size range from 3/4" to 2". These mains are undersized and beyond their serviceable life. This project replaces the existing mains with 6" to 8" mains, which will increase the system's capacity in the area.
- **Willow St. Water Main Replacement:** The Willow Street main (circa 1941) has met its serviceable life. This undersized main is prone to leaks and poses a significant risk to the community if it were to have a break. Its current location, on the hillside, makes access and maintenance difficult. This project replaces the existing line with a larger line within the roadway.
- **Bush St. Water Main Replacement:** This project replaces the Bush Street main which has been one of the most problematic mains within the City's water system (I.e., frequent leaks and significant man hours).

- **Butterfly Avenue Water Main Replacement:** The Butterfly Avenue water main is undersized and has exceeded its serviceable life. This project will replace the existing 4" main (circa 1926) with an 8" main, greatly improving flows along Butterfly Avenue.
- **Oak Street Water Main Replacement:** The Oak Street water main between Shasta Avenue and Dunsmuir Avenue is undersized resulting in poor flows in the area. This project will replace the existing 4" water main with an 8" water main, greatly improving flows in the area.

Future improvements to accommodate projected growth of the City include an additional 16 projects totaling approximately \$9.4 million. These projects are projected to be completed over the lifespan of the Master Plan (20 years). The City should note within the budget which projects are being completed in accordance with the Master Plan annually as part of a CIP.

4.2.3 - DETERMINATIONS

Determination 4.2-1 – The City provides water delivery services to residents within the City limits.

Determination 4.2-2 – The City's 2015 Water Master Plan estimated water usage at approximately 0.40 MGD and estimates a total of 0.99 MGD will be needed to accommodate future growth until 2035.

Determination 4.2-3 – The City should implement a Capital Improvements Program for the phasing of updates to the water supply system consistent with the Water Master Plan in order to better document progress made towards full implementation of the Water Master Plan.

Determination 4.2-4 – The City should review the Water Master Plan every five years to ensure that the development and growth projections envisioned are being accommodated for by the identified water infrastructure identified.

4.3 - Wastewater

4.3.1 - SUMMARY OF PRIOR MSR FINDINGS

The City of Dunsmuir MSR previously identified that the Sewer Master Plan current at that time was adopted in 2007 (PMC, 2011).

The 2007 Master Sewer Plan identifies the following recommended improvements for the WWTP:

- Replace transmitter on existing influent flowmeter;
- Replace existing comminutor in headworks;
- Provide 24-hour chlorine residual analyzer and flow-paced feeding;
- Add 60-foot diameter secondary clarifier;
- Replace scum baffle at Aerated Grit Tank outlet;
- Replace six existing starters in the Motor Control Center; and
- Add stand-by generator, automatic transfer switch.

The Master Sewer Plan further identifies the following recommended improvements to the City's Wastewater Collection System:

- Replace existing deficiencies in collection system; and
- Construct the nine highest priority I&I reduction projects.

4.3.2 - CURRENT CONDITIONS

The City's collection system consists of old clay piping, dating back to the early 1900's. Large portions of the collection system were replaced in the mid-1970's. The South Dunsmuir area, located west of the Sacramento River and south of Vernie Street, was sewerred in the late 1980's. In 2012, the entire collection system in the Stagecoach/Masson/Buckboard subdivision was replaced with new PVC sewers and manholes. In general, the Dunsmuir sewer collection system has adequate capacity to meet current and expected short-term flows. The City continues to explore funding opportunities to replace the oldest and most deteriorated portions of the system, which will help reduce infiltration and inflow (I&I) flows and reserve treatment plant capacity for future growth.

The City's WWTP was constructed in the mid-1970's and had a design average dry weather flow (ADWF) capacity of 0.41 million gallons per day (MGD). In the early 1990's, the City added effluent filtration facilities, and sludge drying beds. The filtration facilities gave the City the ability to discharge to the Sacramento River during "shoulder" periods in the spring and fall.

In 2012, the City completed a major improvement project to the WWTP which consisted of oxidation ditch improvements, adding a larger secondary clarifier, additional filtration capacity and improved disinfection facilities. The purpose of the project was to, 1) allow the

**Present and Planned Facilities and Services
Wastewater**

City to comply with new effluent discharge requirements when discharging to the River, and 2) increase the wet weather flow treatment capacity (City of Dunsmuir, 2018).

The City has not updated the Sewer Master Plan since its original adoption in 2007. The document outlines a projected growth of 0.75% annually and a total 16% growth accommodation for infrastructure over the 20-year life span of the document.

**Table 4-2
Wastewater Operations Fund Expenditures**

Source	FY 2016/2017	FY 2017/18	FY 2018/19
General Administration	\$200,532	\$321,190	\$115,418
Transmission Operating Expense	\$482,777	\$321,711	\$173,559
Depreciation and Amortization	\$301,841	\$296,797	\$296,793
Non-Operating Expenses (Interest)	\$75,067	\$0	\$0
Contractual Services	0\$	\$20,872	0\$
Personnel Services	0\$	0\$	\$281,750
Total	\$1,060,217	\$960,570	\$1,005,388

Source: cities.bythenumbers.sco.ca.gov; City of Dunsmuir Fiscal Year 18/19 Adopted Budget

Needs and Deficiencies

Currently, the City is performing planning activities (surveying, design, environmental, permitting, etc.) to perform a \$4.0M collection system improvement project, funded through the Proposition 1 Clean Water State Revolving Fund (CWSRF) Program. The City has already received a \$500,000 planning grant through Prop 1 CWSRF.

Additionally, the City is in the planning phases for another WWTP improvement project that will improve the existing headworks, potentially switch from chlorine-based to UV disinfection, improve the river outfall diffuser, and enhance nitrogen removal in the oxidation ditch. The City obtained a \$500,000 planning grant through Prop 1 CWSRF. It is hoped the \$3.5M project will be funded by a 100% grant through Prop 1 California Water State Revolving Fund (City of Dunsmuir, 2018).

4.3.3 - DETERMINATIONS

Determination 4.3-1 – The City of Dunsmuir’s wastewater system and treatment plant provides sewer conveyance and treatment to residents of the City.

Determination 4.3-2 – The City reviews the needs and deficiencies of the sewer system and attempts to utilize enterprise funds or additional revenue sources, such as grants, to improve the system.

Determination 4.3-3 – The City should inventory improvements made annually to determine the extent of remaining investment needed to complete the identified, necessary upgrades, such as in an updated Sewer Master Plan.

4.4 - Fire Suppression

4.4.1 - SUMMARY OF PRIOR MSR FINDINGS

The MSR Report for the City from 2011 identified that the City was providing a wide range of services associated with fire protection. These services include, but are not limited to, responding to structure fires, vegetation fires, automobile fires, traffic collisions, hazardous material spills, calls for medical assistance, general aid, and 911 calls. The Volunteer Fire Department had an active roster of 22 volunteer fire fighters and a Volunteer Chief. The Department included one station, three engines, one ladder truck, one rescue unit, one utility truck, and a vehicle for the Chief.

The Fire Station was noted as needing upgrades to the HVAC, plumbing, and electrical systems. The station needed new paint, asbestos removal, and a snorkel system to allow engine idling without carbon dioxide buildup. Additional supports and beams were needed for the floor of the original fire bay.

4.4.2 - CURRENT CONDITIONS

The Fire Department was formed in 1897 as the Dunsmuir Volunteer Fire Company. Today, the Dunsmuir-Castella Fire Department is comprised of three different governmental entities, City of Dunsmuir, Dunsmuir Fire Protection District, and the Castella Fire Protection District. The Dunsmuir Fire Department and Dunsmuir Fire Protection District operate together under a Joint Powers Authority (JPA) and has an automatic aid agreement with the Castella Fire District. A single Fire Chief oversees all three departments.

The Dunsmuir-Castella Fire Department has a response area of over 30 square miles and responds on average 400 to 500 calls per year. The department operates apparatus out of four stations: Dunsmuir, Station 1, Castella Station 2, Isgrigg, Station 3, and Crag View, Station 4.

Existing Conditions and Facilities

According to the 2016 Dunsmuir Community Wildfire Protection Plan, the Dunsmuir-Castella Fire Department is responsible to respond and finance all fire related emergencies located within all local responsibilities areas (LRA). Collaborative agreements have also been created to receive fire support in times of emergency within local responsibility areas and elsewhere. Today the department maintains four fire stations. Dunsmuir-Castella Fire Department personnel and equipment respond to 400 to 500 calls each year on average. The Fire Department stations, and training facility are listed below. Overall, the Fire Department, as comprised through the JPA, employees 24 fire fighters and operates the following station facilities:

Fire Station One (Dunsmuir)

5915 Dunsmuir Avenue
Dunsmuir, CA 96025

Fire Station Two (Castella)

30816 Crag View Drive
Dunsmuir, CA 96025

Fire Station Three (Isgrigg)

4212 Isgrigg Street
Dunsmuir, CA 96025

Fire Station Four (Crag View)

29382 Main Street
Castella, CA 96017

Mutual Aid Agreements

The Dunsmuir-Castella Fire Department has well established protocols for obtaining support from fire cooperators during an escalating wildfire through automatic and mutual aid agreements with adjoining jurisdictions including the Mount Shasta Fire Department, the CAL FIRE Siskiyou Unit and the Shasta Trinity National Forest. The following is a brief summary of existing agreements and mechanisms through which the Dunsmuir-Castella Fire Department can request assistance for fire suppression operations.

AUTOMATIC AID

As a member of California’s Office of Emergency Services Region III, the Dunsmuir-Castella Fire Department has agreements in place with the Mount Shasta Fire Department and CAL FIRE Siskiyou Unit. In addition, a local agreement is in place for automatic aid from the USFS, who will respond to reported vegetation fires within the planning area. Aircraft consisting of fixed-wing air tankers and rotor-wings (helicopters) are dispatched from CAL FIRE Siskiyou Unit and the Shasta Trinity National Forest as part of the automatic aid response (Geo Elements, LLC, 2016).

MASTER MUTUAL AID

The California Disaster and Civil Defense Master Mutual Aid Agreement between the State of California and each of its counties and incorporated cities create a formal structure for the provision of mutual aid. Once a local emergency is declared, requests for additional firefighting resources can occur through the Operational Area Fire and Rescue Coordinator. If the emergency persists, additional resources are available from the regional or statewide system (Geo Elements, LLC, 2016).

CALIFORNIA FIRE ASSISTANCE AGREEMENT

This agreement is between the State of California, California Emergency Management Agency (CAL OES), California Department of Forestry and Fire Protection (CAL FIRE), and the five federal fire agencies (e.g., United States Forest Service, National Park Service, Bureau

of Land Management, Fish and Wildlife Services, and Bureau of Indian Affairs). It provides the framework for coordinating the use of and reimbursement for local government fire and rescue resources used at wildfire incidents. Mobilization of firefighting resources occurs through the California Fire Assistance Agreement; however, reimbursement of expenses incurred in support of the Fire Department may be required (Geo Elements, LLC, 2016).

Needs and Deficiencies

The Department boasts a decent fire ISO rating of three and four. These ranking essentially provide background into the operations and functional ability of the department as a fire protection entity. These rankings define their service as above average (a ranking of five) and closer to superior level of protection for the community (Siskiyou County Fire Chiefs Association, 2017). However, in order to continually meet this expectation, the Department should review or audit its equipment and facilities through the Capital Improvement Plan adoption process. It is unclear how the Department is deficient in essential operating essentials such as ladders, trucks and other equipment without an annual report or review.

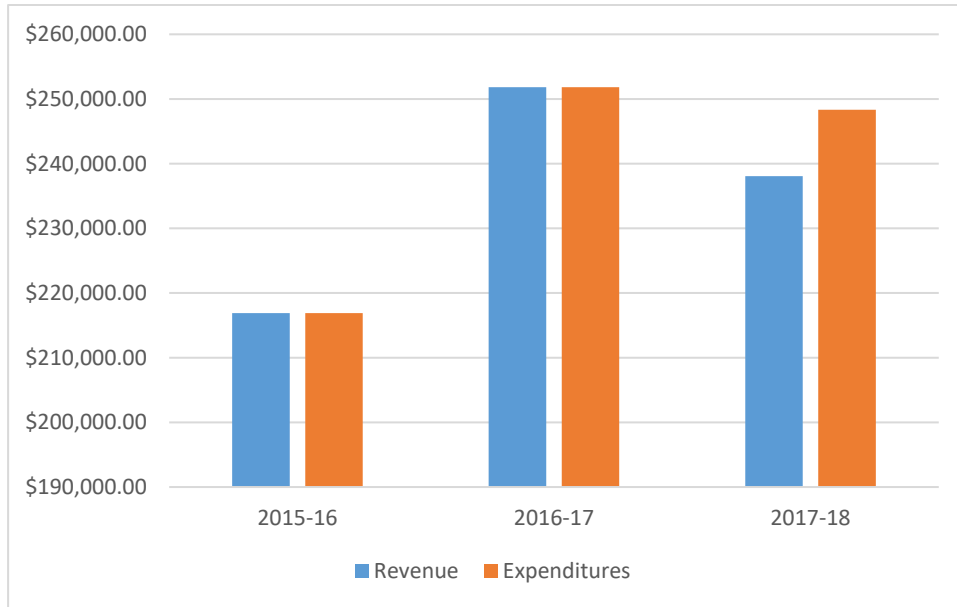
Challenges exist for the Department in terms of adequate funding, which is a case for many large, rural fire service providers. The Department identifies the City General Fund, District Property Assessment Tax, fund raising and donations as the primary financing mechanisms to support fire services (Siskiyou County Fire Chiefs Association, 2017).

The Fire Department does have numerous other funding sources which it could potentially supplement with their other revenue sources already utilized. These funding opportunities include:

- Fire Service Grants and Funding (AFG): Provides direct assistance on a competitive basis to fire departments of a State or tribal nation for protecting the health and safety of the public and firefighting personnel associated with fire and fire-related hazards.
- Fire Service Grants and Funding (AFGP): Federal Emergency Management Agency's Assistance to Firefighters Grant Program (AFGP), career and volunteer fire departments and other eligible organizations can receive funding through three different grants. The objective of the AFGP is to enhance a fire department's organization's ability to protect the health, and safety of the public and protect the health of first responders, and increase or maintain the number of trained, "front-line" firefighters available in communities.
- Staffing for Adequate Fire & Emergency Response Grant (SAFER): The Staffing for Adequate Fire and Emergency Response Grant (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720).

- **Fire Prevention & Safety Grants (FP&S):** The Fire Prevention and Safety (FP&S) Grants are part of the Assistance to Firefighters Grants (AFG) and support projects that enhance the safety of the public and firefighters from fire and related hazards. The primary goal of this grant program is to reduce injury and prevent death among high-risk populations. In 2005, Congress reauthorized funding for FP&S and expanded the eligible uses of funds to include Firefighter Safety Research and Development.
- **Pre-Disaster Mitigation Grant Program (PDM):** The PDM Program, authorized by Section 203 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, is designed to assist states, territories, federally recognized tribes, and local communities in implementing a sustained pre-disaster natural hazard mitigation program. The goal is to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on federal funding in future disasters. This program awards planning and project grants and provides opportunities for raising public awareness about reducing future losses before disaster strikes. PDM grants are funded annually by congressional appropriations and are awarded on a nationally competitive basis.
- **Pre-Disaster Mitigation Grant Program:** The Department of Homeland Security, which includes the Federal Emergency Management Agency (FEMA) and the U.S. Fire Administration (USFA), administers Pre-Disaster Mitigation Planning and Project Grants. This competitive grant program, known as PDM, provides funds and technical assistance to state entities, tribes, and local governments to help develop multi-hazard mitigation plans and to implement projects identified in those plans. Individual communities can apply for PDM grants, but they are advised to work with their state contacts in emergency management or mitigation as they are developing their plans and projects.
- **Hazard Mitigation Grant Program:** The Hazard Mitigation Grant Program (HMGP) provides grants to states and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the HMGP is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster. The HMGP is authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- **Secure Rural Schools and Community and Self-Determination Act - Title III – County Funds:** The Self-Determination Act (SRS Act) has recently been reauthorized and now includes specific language regarding the Firewise Communities Program. Counties seeking funding under Title III must use the funds to perform work under the Firewise Communities Program.

Figure 4-1
Fire Department Revenues and Expenditures



4.4.3 - DETERMINATIONS

Determination 4.4-1 – The City provides fire protection services within the City limits through the use of a Joint Powers Agreement with the Castella Fire Protection District and the Dunsmuir Fire Protection District.

Determination 4.4-2 – The City does not appear to review the maintenance and upgrade needs of facilities through the Capital Improvement Program (CIP) to meet adequate service level for its residents.

Determination 4.4-3 – The City should program repairs to existing facilities in order to meet the needs of staff in order to provide a level of service acceptable to residents within the annual budgeting process and/or adoption of a CIP.

Determination 4.4-4 – The City should continue mutual aid agreements with adjacent agencies in order to provide overlapping and supplemented service within the City limits.

4.5 - Police

4.5.1 - SUMMARY OF PRIOR MSR FINDINGS

Police and law enforcement services were reviewed by LAFCo in 2011. The City contracted with Siskiyou County Sheriff's Department for law enforcement services. Under the contract, the City was provided with 6,300 hours of law enforcement presence per year with additional response provided as needed. From 2009-2011, the Siskiyou County Sheriff's Department responded to an average of 2,306 incidents per year in the City of Dunsmuir including law enforcement, medical assists, and fire calls (Pacific Municipal Consultants 2011).

4.5.2 - CURRENT CONDITIONS

Law Enforcement services are managed through the Siskiyou County Sherriff's office by contract where an appointment of a Police Chief is made for the City of Dunsmuir. The Sherriff's Office and Police Chief are committed to providing high quality law enforcement services, consistent with professional standards and best police practices, and to protecting and respecting the rights of all citizens. In an ongoing effort to reduce crime and increase public safety, the department uses community policing methods and programs which include Neighborhood Watch, and community outreach through social media, presentations, and personal contacts. Police Support Services include:

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

The City of Dunsmuir contracted for law enforcement services in 1992. The City of Dunsmuir contracts for 7,200 hours of services per year. Sergeant Ben Whetstine is assigned as the Department's representative to the City of Dunsmuir and serves as the Chief of Police (Siskiyou County Sheriff's Office, 2019).

Facilities and Infrastructure

The Police Department offices are located within City Hall at 5902 Dunsmuir Avenue in downtown. The site does not appear to have facilities or storage of vehicles for police activities. The site is across the street from the Fire Department facility and may utilize some of that building for operations. However, no information was provided by the City to confirm the current conditions of the police quarters utilized by staff.

Crime Statistics

Crime statistics for Dunsmuir were obtained from the Federal Bureau of Investigations (FBI) and are shown in Table 4-3.

**Table 4-3
2013-2016 Reported Crime Statistics (Category 1 Crimes)**

Category	2013	2014	2015	2016
Population	1,589	1,569	1,557	1,571
Violent Crime	4	5	2	6
Murder/non-negligent manslaughter	0	0	0	0
Rape	0	0	1	0
Robbery	1	0	0	0
Aggravated Assault	3	5	1	6
Property Crime	34	17	23	47
Burglary	9	8	9	15
Larceny-theft	24	9	10	24
Motor vehicle theft	1	0	4	8
Arson	0	0	0	0
Total Reported Crimes	76	44	50	106

Source: www.fbi.gov

The City does not have an adopted standard for sworn officers per 1,000 residents within the General Plan Safety Element. However, the 2017 ratio for the Western region of the United States for cities whose population is under 10,000 residents was approximately 2.2 sworn officers per 1,000 residents. The Western region ratio of officers to residents sets a standard ratio that can be used to guide employment of officers within Dunsmuir into the future (Federal Bureau of Investigation, 2019).

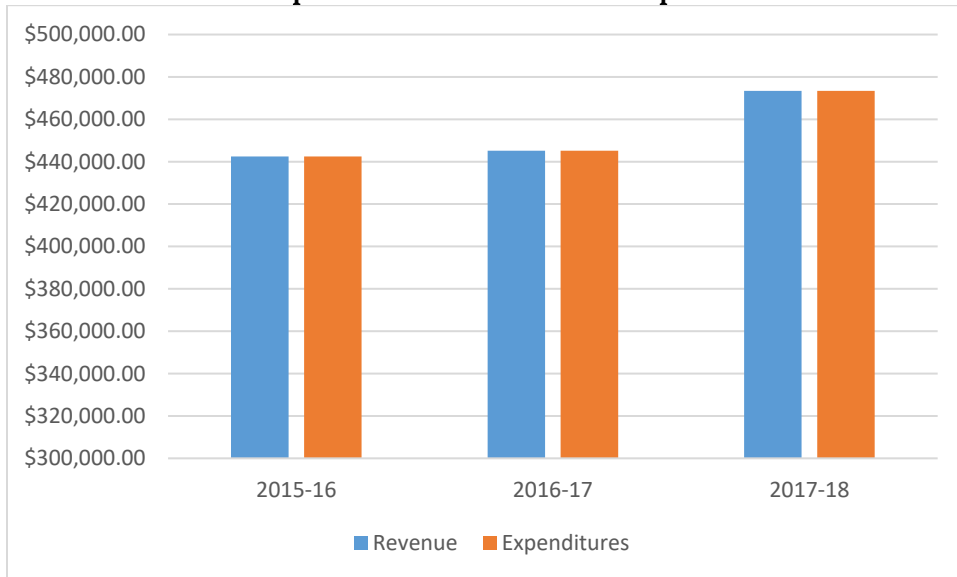
Siskiyou County Sheriff's Department is the primary provider of law enforcement services and is contracted to provide 7,200 hours of service per year. The Sheriff's Office provides a Chief of Police as well as deputies to the City. Exact counts of personnel are unknown and were not provided by the City (Siskiyou County Sheriff's Department, 2019).

Police Funding Sources

The police funding revenue sources are comprised of the General Fund and the law enforcement appropriations from the State, which are subsequently transferred to Siskiyou County for payment for services with the Sheriff's Office. Special revenue budgeted for police programs totaled approximately \$473,000 in 2018-19, an increase of 1.6% over the prior year's budget. The increase is considered minor and likely to just keep with inflation rates.

The City does not appear to receive any grant funding from the funding sources available. The City, in collaboration with the Sheriff's Office, could collaborate and research the eligibility of the City to receive grant funding as a way to enhance service levels within the City through hiring more sworn officers or purchasing upgrades to equipment.

Figure 4-2
Police Department Revenues and Expenditures



4.5.3 - DETERMINATIONS

Determination 4.5-1 – The City contracts with the Siskiyou County Sheriff’s Department for staffing and law enforcement services.

Determination 4.5-2 – The City does not appear to have a revenue financing source for funding law enforcement activities other than the General Fund.

Determination 4.5-3 – The City should investigate new, available funding sources such as grants in order to be less reliant on General Fund revenues to support law enforcement activities.

4.6 - Parks and Recreation

4.6.1 - SUMMARY OF PRIOR MSR FINDINGS

Parks within the City of Dunsmuir are owned, operated, and maintained by a variety of landholders, government agencies, civic organizations, and volunteers. This includes the City of Dunsmuir, Dunsmuir Recreation and Parks District, California Department of Fish and Game, Union Pacific Railroad, Little League Baseball, Dunsmuir Garden Club, and active members of the community. There are six parks in the City that, when combined, provide approximately 33 acres of recreation land. This amounts to a ratio of roughly 18 acres of parkland for every 1,000 persons in Dunsmuir, which exceeds the minimum standard of five acres per 1,000 population identified in the City's General Plan. While not included in the total acreage, the high school and elementary school also contain land on their campuses that are used for recreation.

4.6.2 - CURRENT CONDITIONS

Parks and recreation services are provided by the Dunsmuir Recreation and Parks District, headed by administrator Mike Rodriguez. There are five appointed board members. Two members are appointed by the County and three are appointed by the Dunsmuir City Council to four-year overlapping terms. Meetings are held at 6:00 p.m. the second Thursday of each month in the District office building, 4841 Dunsmuir Avenue.

Current members of the Dunsmuir Recreation and Parks District Board:

- **Steve Cutting**, Chairperson (county appointed)
- **Will Newman**, Vice Chairperson (county appointed)
- **Chris Langston** (city appointed)
- **Kenna Conway** (city appointed)
- **Kate O'Grady** (city appointed)

The City has various recreation facilities available for use by the public, including the Dunsmuir Community Pool, football and baseball fields, tennis courts, the Dunsmuir Community Center Building, and Tauhindauli Park. The City also is home to the 14-acre City park lying along the Sacramento River featuring natural beauty and various other attractions including the Dunsmuir Botanical Gardens, a historical fountain donated by Alexander Dunsmuir, and a 1901 class M-6 Mogul Steam Engine.

Recreational facilities are provided as follows (Dunsmuir Recreation and Parks District, 2019):

- **Pool Facility:** 75'-0" by 150'-0" swimming pool with small slide and diving board. The facility provides swim lessons, adult water aerobics classes, and adult lap swim during periods when the pool is closed for regular swim activities.

Present and Planned Facilities and Services Parks and Recreation

- City Park: 14-acre facility that includes picnic tables and barbecues, safety-approved children's playground equipment, stage, amphitheater, and ADA compliant restrooms. Fishing is also allowed within the park with a current license.
- Football Field: Utilized by the Dunsmuir High School football team. Facility includes grandstands for both home and away teams.
- Baseball Field: Utilized by the Dunsmuir High School baseball team. Facility includes four-acre multi-use field, grandstand, and lights.
- Community Building: Facility is utilized for weddings, reunions, receptions, and parties, as well as concerts, fundraisers, youth organization meetings, Scouts, and service club events. Facility has a seating capacity of 160, updated commercial kitchen, ADA automatic handicap lift to stage, ADA restrooms and tables and chairs.
- Tennis Court: Facility includes a tennis court and a combination pickle ball court that has recently been upgraded.
- Tauhindauli Park and Trail: Facility developed with grant funding by the Dunsmuir Garden Club. Includes walking trails, fishing access and picnic areas in proximity to riparian areas of the Sacramento River.

Special Events within the City and sponsored or supported by the Dunsmuir Recreation and Parks District include various holiday events (Annual Easter Egg Hunt, a Christmas Crafts Fair) and dinner concert fund raisers (the Tribute to the Trees).

4.6.3 - DETERMINATIONS

Determination 4.6-1 – The City actively maintains parks and provides recreational services to the residents of Dunsmuir.

Determination 4.6-2 – Park services are provided through an agreement with the Dunsmuir Recreation and Parks District.

Determination 4.6-3 – The City should coordinate with the Dunsmuir Recreation and Parks District to develop a Capital Improvement Program so that facility maintenance and upgrades can be scheduled and funded over an appropriate period of time.

4.7 - Road Maintenance

4.7.1 - SUMMARY OF PRIOR MSR FINDINGS

The prior MSR concluded that sufficient funding had been secured for the 2010/2011 fiscal year to complete the improvements identified to a number of roadways. The City of Dunsmuir Public Works Department provides many services that are instrumental to the citizens of the City, including maintenance of streets and alleys, traffic signs, streetlights, and parking lots. The Public Works Department maintains the streets and roads of Dunsmuir as needed. The Siskiyou County 2005 Regional Transportation Plan (RTP), updated by the Local Transportation Commission (LTC) to comply with the California Transportation Commission (CTC), prioritizes transportation projects within Siskiyou County. This plan has identified both short-range and long-range capital improvements for the next 20 years for the City of Dunsmuir. Of the 24 short-range projects identified in the 2005 RTP, 12 had been completed and one other was in progress. Further, the City had secured an additional \$445,000 to complete identified road improvements during the 2010/2011 fiscal year (Pacific Municipal Consultants 2011).

4.7.2 - CURRENT CONDITIONS

The City oversees the maintenance of approximately 17 centerline miles of road within the City limits. The Street Division also provides crack sealing/other minor pavement maintenance, snow removal, street center line striping/painting, street sign maintenance, sidewalk grinding/repairs, and street sweeping (City Manager's Office, 2018).

The following City of Dunsmuir road projects are included in the 2016 Siskiyou County RTP:

**Table 4-4
Dunsmuir Road Projects**

Route	Description	Cost	Construction Year
Bransetter Ave: Elinor to Sacramento	Overlay	\$63,000	2026
Florence Loop	Rehabilitate Road	\$60,000	2026
Gill Ave: Gill to Hart	Rehabilitate Road	\$36,000	2026
Hart Ave: Hemlock to Gill	Rehabilitate Road	\$70,000	2026
N Spring Ave	Rehabilitate Road	\$45,000	2026
Shasta Ave: Overlay North End to Bransetter St.	Rehabilitate Road	\$263,000	2026
Simpson St.: Scarlet Way to West End	Rehabilitate Road	\$239,000	2026
South St.: Elinore to Hill	Overlay	\$8,000	2026
Stagecoach Rd.: Masson Ave to Dunsmuir Ave	Rehabilitate Road	\$33,000	2026

**Present and Planned Facilities and Services
Road Maintenance**

Route	Description	Cost	Construction Year
Hope Lane	Rehab and Drainage	\$125,000	2026
Gray St.: Gleaves Ave to Hart Ave	Overlay	\$45,000	2026
Apple Street	Overlay	\$15,000	2026
Dunsmuir Ave: Scarlet Way to I-5	Curb, gutter, and sidewalk-west	\$210,000	2026
Siskiyou Rd: Masson Ave to Dunsmuir Ave	Overlay	\$260,000	2026

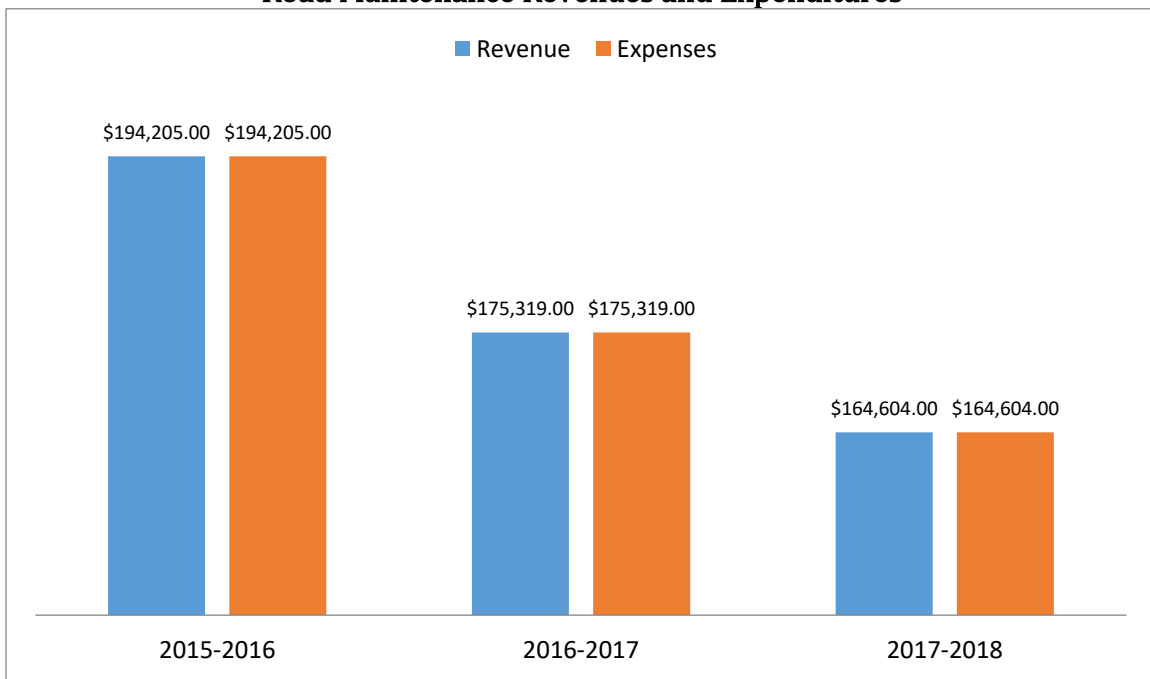
Note: Construction year is anticipated.

Source: 2016 Siskiyou County Regional Transportation Plan

Funding for the listed projects is expected to come from STIP/Regional Surface Transportation Program (RSTP), and local funds. Most of these projects are carryover projects from the 2011 Siskiyou County RTP; construction will occur as funding becomes available.

Figure 4-3 shows the revenue and expenditures for this service for 2015-2018. The City did not appear to have other revenue sources other than the General Fund being utilized for road maintenance. The City does have a Transaction and Use Tax (Measure P) that can be used for general purposes. However, no funds were allocated for road maintenance (City Manager's Office, 2018).

**Figure 4-3
Road Maintenance Revenues and Expenditures**



4.7.3 - DETERMINATIONS

Determination 4.7-1 – The City actively maintains the existing road systems and provides street sweeping services within the City limits, with the exception of State Highways.

Determination 4.7-2 – The City utilizes State and federal funding (through the Siskiyou County Local Transportation Commission), reimbursements from Gas Tax and grant funding to aid in the repair and maintenance of existing roadways within the City limits.

4.8 - Flood Control/Drainage

4.8.1 - SUMMARY OF PRIOR MSR FINDINGS

The *2009 Storm Drain Plan for the City of Dunsmuir* was prepared by PACE Engineering, Inc. and includes an overview of the existing drainage system, an evaluation of storm drain facilities, identification of drainage-deficient areas, and proposed improvements. Infrastructure maintenance, replacements and upgrades are scheduled and prioritized based on staff recommendation and the availability of funds and are coordinated with other projects when possible. New or upgraded infrastructure is financed through the General Fund, development agreements, and one-time loans and grants.

The prior MSR noted that many of the pipes in the City's storm drain system are eight to 12 inches in diameter and made of steel. These narrow-diameter pipes tend to limit the amount of water that can be conveyed and easily become blocked by sediment, sticks, and leaves. Further, many of these pipes have exceeded their 25-year to 50-year service life. As a result, keeping the system operating is maintenance intensive, with a number of storm drains prone to failure. This has led to periodic and localized flooding in portions of the City during larger rain events and heavier snow melt. According to City staff, prior practice was simply to manage flood control on a parcel-by-parcel basis with limited resources being allocated towards overall drainage of the City. Only recently has the City begun implementing comprehensive management of its stormwater and drainage system.

The *2009 Storm Drain Plan for the City of Dunsmuir* identified approximately \$542,000 worth of improvements to the City's storm drain system. These improvements include:

- Replacement of a 24-inch corrugated metal pipe crossing on Scarlet Way;
- Construction of a debris rack at the inlet to the Alder Creek culvert on the south side of Oak Street, just west of the Interstate 5 underpass;
- Increasing the storm drain sizes to reduce the frequency of flooding on Scherrer Avenue; and
- The need to line Alder Creek with concrete or construct a bypass channel from Rose Avenue to Sacramento Avenue.

4.8.2 - CURRENT CONDITIONS

No information was received regarding storm drainage for the City. No information is available on the website either to direct residents as to the conditions of the drainage facilities or who to call regarding an issue.

The adopted budget does not contain CIP information regarding whether improvements identified in the Storm Water Master Plan have implemented or installed. The budget does not identify any allocation of funds towards drainage facilities, except for the airport drainage infrastructure. The City should provide updates regarding progress and

implementation of the Master Plan in order to track progress and identify outstanding needs of the storm drain infrastructure.

4.8.3 - DETERMINATIONS

Determination 4.8-1 – The City is responsible for storm drainage facilities within the City limits.

Determination 4.8-2 – The City should provide annual updates during budget review regarding progress of infrastructure improvements listed within the Storm Water Master Plan.

Determination 4.8-3 – The City should adopt a Capital Improvement Program annually that identifies specific infrastructure projects to be installed over a five-year period.

4.9 - Plan for Future Services

As previously discussed, there are no major annexations proposed within the Sphere of Influence of the City at this time. The only areas that would need to be planned for service would be existing communities located to the north and south of the City limits. It is unclear whether the City has already extended services to these neighborhoods within the SOI. If so, there would not be any other need for extension of infrastructure within the SOI due to the fact there is no proposed development. If not, the City's Master Plans should be revised to account for these neighborhoods as they will likely require service at some point in addition to being identified as DUCs within Section 3 of this report.

4.9.1 - DETERMINATIONS

Determination 4.9-1 – The City shall plan to extend services to the areas identified as DUCs, if necessary, through revisions to the Infrastructure Master Plans for services supplied by the City such as, but limited to, water, sewer, and storm drainage.

SECTION 5 - FINANCIAL ABILITY TO PROVIDE SERVICES

This section analyzes the financial structure of the City of Dunsmuir with respect to the provision of services. Included in this analysis is the consideration of rates, service operations, and the like, as well as other factors affecting the City's financial health and stability, including factors affecting the financing of needed infrastructure improvements and services. Compliance with existing State requirements relative to financial reporting and management is also discussed.

An examination of financing includes an evaluation of the fiscal impacts of potential development, and probable mechanisms to finance needed improvements and services. Evaluating these issues is important to ensure new development does not excessively burden existing infrastructure and the ability of the City to fund existing improvements and services.

An examination of rate restructuring should identify impacts on rates and fees for services and facilities and recognize opportunities to positively impact rates without decreasing service levels. The focus is on whether there are viable options to increase the City's efficiency through rate restructuring prior to any SOI adjustment.

The purpose of this review is to determine fiscal viability, suitability of current funding practices, and potential fiscal impacts resulting from new legislation.

5.1 - City Budget

The Annual Budget reflects the City Council's goals and targets and providing funding to maintain basic service levels. The budget includes assumptions and directions included in the Multi-year Financial Plan. The City's reported revenue for 2017 for all funds is in the amount of \$4.69 million. The reported expenses totaled \$4.36 million (California State Controller's Office, 2019).

The City's surplus could be construed as though the City is operating soundly. However, the fact that the City managed an estimated \$330,000 surplus in a single year allows for that money to potentially be used for reserves or for a larger capital improvement in future years. Without information regarding the full budget impacts or any outstanding debts, it is unclear if this money is truly a surplus or will need to be utilized for another purpose.

The City attempts to obtain grants to supplement the budgeting revenues collected through general taxes and special revenue enterprise funds, such as water or sewer fees. The City obtained a total of approximately \$300,000 from the Federal Aviation Administration (FAA) for a Pavement Management Plan and Airport Layout Plan and State Revolving Funds totaling \$1 million for planning and construction of water and sewer improvements. Other grants from previous years, such as the Community Development Block Grant (CDBG), were closed out but the City obtained approximately \$1.8 million for a waterline replacement, community building renovation, and a Drinking Water Master Plan and Rate Study (City Manager's Office, 2018).

5.1.1 - RATES AND FEES

The City sets rates and fees for various services it provides. The City adopts fees at the beginning of the fiscal year and provides a comprehensive list of fees through the Master Fee Schedule that is revised accordingly annually based on recouping costs for service.

5.1.2 - PROPOSITION 218

Proposition 218 restricts local government's ability to impose assessment and property related fees and requires elections to approve many local governmental revenue raising methods. This initiative, approved in 1996, applies to nearly 7,000 cities, counties, special districts, schools, community college districts, redevelopment agencies, and regional organizations. It ensures that all new taxes and most charges on property owners are subject to voter approval and especially to the tools of using property related fees to fund governmental services instead of property related services. Of potential concern is the long-term effect the proposition has created in a local government's ability to fill the growing divide between infrastructure needs and the provision of governmental services for the new infrastructure.

However, Proposition 218 has not proven to be a factor in limiting the City's ability to provide services. Measure P, passed by a simple majority (50% plus 1) of Dunsmuir voters in November of 2015, is a general (unrestricted) transaction and use tax. A general, unrestricted tax is one that can be used to fund any program, function, service, or project at the discretion of the City Council. It is not a special, restricted tax, which would require approval of two-thirds of the voting public. Measure P went into effect on April 1, 2016 to fund general operation of the City of Dunsmuir to include supporting the library, parks and recreation, and other eligible projects and/or services within the City of Dunsmuir. For FY 2018/19 adopted budget, the City Council allocated approximately \$80,000 to fund various projects, including library repairs, a summer food program, sidewalk repairs and parks and recreation.

5.1.3 - OPPORTUNITIES FOR RATE/FEE RESTRUCTURING

The City's Fee Schedule is subject to periodic comprehensive revisions and updates. A Fee Schedule was not provided so it is not clear the time it was adopted. It is recommended that it be updated annually so that the City is receiving full cost recovery for services and accounting for inflation.

Rates for municipal services should be reviewed on a minimum five-year interval and rates reviewed to account for all needed improvements and maintenance activities. The City just updated their water rates using grant funds during FY 2017-18. Other enterprise funds may need to be reviewed in order to ensure the City is receiving the proper revenue to operate the corresponding enterprise.

5.1.4 - DETERMINATIONS

Determination 5.1-1 – The City annually conducts an open, transparent budgeting process aimed at balancing the needs of the City with the financial resources available.

Determination 5.1-2 – The City should attempt to utilize other forms of revenue available besides property taxes and fees, such as grants, in order to supplement its revenue stream.

Determination 5.1-3 – The services provided by the City are not generally subject to Proposition 218 and are adjusted annually to account for costs and inflation to allow for cost recovery.

Determination 5.1-4 – There is no evidence suggesting that the City would be unable to provide services to the SOI areas for fees consistent with citywide fees for services. Since the City’s common practice is to review these fees and adopt revised fees annually, it can be assumed that future years will follow the same review and update procedure in order to ensure that full cost recovery is obtained for services rendered.

Determination 5.1-5 – The City’s utilization of an open and sound budgeting process allows the City to be financially able to provide an adequate level of service to residents.

5.2 - Status of, and Opportunities for, Cost Avoidance and Shared Facilities

Practices and opportunities that may help to reduce or eliminate unnecessary costs are examined in this section, along with cost avoidance measures that are already being utilized. Occurrences of facilities sharing are listed and assessed for efficiency. Potential sharing opportunities that could result in better delivery of services is also discussed.

An examination of cost avoidance opportunities should identify practices and opportunities that may help eliminate unnecessary or excessive costs to provide services. Such costs may be derived from a variety of factors including duplication of service efforts and facilities; inefficient budgeting practices; higher than necessary administration and operating cost ratios; inefficient use of outsourcing opportunities; and inefficient service boundaries.

An examination of opportunities for shared facilities should determine if public service costs can be reduced as a result of identification and development of opportunities for sharing facilities and resources. The benefits of sharing costs for facilities are numerous, including pooling of funds to enjoy economies of scale; reduced service duplications; diversion of administrative functions of some facilities; reduced costs; and providing better overall service.

Maximizing opportunities to share facilities allows for a level of service that may not otherwise be possible under normal funding constraints; however, facilities sharing opportunities are not without their challenges. When a municipality enters into a shared agreement, it generally relinquishes a portion of its control of the facility. Additionally, the facility may not be entirely suited to accommodate the municipality’s needs.

City Hall appears to also share space with the Visitor's Center. The Sheriff's Office appears to operate out of a location that is shared with the Fire Department across the street from City Hall. All the facilities share parking lots within the area along with downtown businesses.

Collaboration with the non-profit organizations as well as public agencies, such as the Dunsmuir Recreation and Parks District, have further enhanced the open space areas and parks within the City for residents.

5.2.1 - DETERMINATIONS

Determination 5.2-1 – The City appears to share public facilities with multiple agencies and organizations within the City limits to maximize these facilities and not construct unnecessary, duplicative facilities.

Determination 5.2-2 – The City should review any Joint Power Agreements in which the City participates annually in order to establish if cost savings are still being realized.

Determination 5.2-3 – A feasibility of cost and benefit analysis should be conducted by the City to identify the best alternative for providing services more efficiently if cost savings are no longer being realized through a Joint Powers Agreement.

5.3 - Accountability for Community Service Needs, including Governmental Structure and Operation Efficiencies

This section addresses the adequacy and appropriateness of the City of Dunsmuir's existing boundary and Sphere of Influence, assesses the management structure and overall managerial practices of the City, and evaluates the ability of the City to meet its service demands under its existing government structure. Also included in this section is an evaluation of compliance by the City with public meeting and records laws.

An examination of government structure should consider the advantages and disadvantages of various government structures that could provide public services. In reviewing potential government structure options, consideration may be given to service delivery quality and cost, regulatory or government frameworks, financial feasibility, operational practicality, and public preference.

An examination of local accountability should evaluate the accessibility to and levels of public participation with the agency's management and decision-making processes. The MSR Guidelines note measures such as legislative and bureaucratic accountability, public participation, and easy accessibility to public documents and information as important in ensuring public participation in the decision-making process.

5.3.1 - ORGANIZATIONAL STRUCTURE

The City of Dunsmuir operates under the council-manager form of government. The Chief Executive Officer is the City Manager who is appointed by the City Council and carries out City policies. All other departments, except for the Sheriff's Office, City Attorney, and City Engineer, report directly to the City Manager for day-to-day business.

The City Council is responsible for governing as well as establishing the overall priorities and direction for the City's municipal government. The Council's responsibilities include the adoption of City ordinances and policies, approval of programs, services, projects, contracts and agreements, adoption of the annual budget, and establishment of short- and long-term goals for the City. Actions of the Council, including opportunities for public involvement and public hearings, are regulated in accordance with applicable statutes and City procedures.

The City Council is elected on an at-large basis. Once elected, it is the duty of each Councilmember to represent the interests of all residents of the City. However, this structure of election allows residents to elect all council members but may result in areas of the City being unrepresented.

The City also delegates some oversight or guidance responsibilities to separate committees or commissions to aid in directing policy decisions by the City Council. These commissions and committees include:

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

5.3.2 - PRACTICES AND PERFORMANCE

The Mayor presides over Council meetings which are typically held the first and third Thursday of each month at 6:00 p.m. in the City Council Chambers located at Dunsmuir Avenue. The City is required to follow the open meeting law set forth in the Brown Act (California Government Code Section 54950 et seq.). The intent of this legislation is to ensure that deliberations and actions of a legislative body be conducted openly and that all persons be permitted to attend any meeting except as otherwise provided in the law. Agendas must be posted at least 72 hours in advance of a meeting, and information made

available to the Council must also be available to the public. The City does appear to maintain a website and make agendas or minutes of past meetings available to the public.

According to the City, there are currently 14 full-time employees (FTE) currently working for the City. A breakdown of each department's allocation was not provided. The City also utilizes volunteers to augment City activities. Given the City's size, it appears appropriate that City does not employ too many specialized employees to run day-to-day operations and augments with volunteers and contractors on an as needed basis for more expertise driven projects (City of Dunsmuir, 2018).

5.3.3 - DETERMINATIONS

Determination 5.3-1 – The City Council is elected at-large and utilizes a rotating mayor format, which serves for a term of one year. This may prevent some areas of the City from being represented on the City Council.

Determination 5.3-2 – The City conducts open meetings in compliance with the Brown Act that allows for complaints and comments regarding services and potential conflicts or inefficiencies to be identified to the City Council by residents.

Determination 5.3-3 – The City makes reports, documents, Council agendas and other information available to the public that details operations and services provided by the City at City Hall. The City should continue the development of its website in order to further disseminate information regarding general business.

Determination 5.3-4 – The current City structure appears to be efficient, transparent and meets expectations of its residents with the resources available.

SECTION 6 - SPHERE OF INFLUENCE REVIEW

6.1 - Sphere of Influence Overview

As part of any Sphere of Influence review, LAFCo is required to consider all the information presented in the Municipal Service Review conducted for that agency. Additionally, LAFCo must also make written statement of its determinations for that agency regarding the following:

1. The present and planned land uses in the area, including agricultural and open-space lands;
2. The present and probable need for public facilities and services in the area;
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide;
4. The existence of any social or economic communities of interest in the area if the Commission determines that they are relevant to the agency; and
5. The present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing Sphere of Influence.

After a written determination has been made with respect to the aforementioned areas of review, LAFCo may adopt a Sphere of Influence (SOI) that is appropriate for the agency's provision of service.

This section of the report fulfills the requirements of Government Code Section 56425 and allows LAFCo to adopt an SOI that is consistent with the written determinations for the City of Dunsmuir.

6.2 - Present and Planned Land Uses

Most of the development would occur within the existing 175 undeveloped parcels within the City limits. However, growth may occur within the existing SOI as well. Either way, there have been no additional projects identified that would suggest any change in the SOI is needed.

Therefore, the current SOI would appear to be adequate to meet present and future service needs of residents.

6.3 - Present and Probable Need for Public Facilities and Services

The City provides a wide range of services to its residents while being supplemented by other agencies within its City limits. The City also coordinates through its Joint Power Agreements to collaborate with partnering agencies to best provide services in a comprehensive manner.

The City's Master Plan documents for water and sewer have planned for growth at a rate of 0.75% annually and a total growth of 16% over the 20-year planning horizon. The City has

programed needed improvements to accommodate the growth needs as well as identified total financing needed as well.

The only probable need for public facilities would be for existing communities within the SOI that are already served by some public agency currently. Therefore, the current SOI would appear to be adequate to meet present and future public facilities and services.

6.3.1 - DISADVANTAGED UNINCORPORATED COMMUNITIES

The City provides water, wastewater service and structural fire protection within the SOI but only within the City. There are areas within the SOI that are below the 80% statewide income level. The City would be the logical service provider for some of these existing neighborhoods. Therefore, the City would need to prepare to extend these services to this neighborhood as part of any reorganization within the area. However, these neighborhoods are already within the SOI and therefore no amendment would need to be made.

6.4 - Present Capacity of Public Facilities and Adequacy of Public Services

The City currently provides a level of service which is satisfactory to meet the needs of residents. The City reviews its service levels and should set benchmarks that allow for easy review on an annual basis to determine if additional resources must be allocated. Updating Master Plans on a five-year basis would allow for tracking and evaluation of service levels and needs. Furthermore, inclusion of the CIP within the annual adopted budget would further show the enhancements and improvements completed to further enhance infrastructure systems operated by the City.

6.5 - Existence of Any Social or Economic Communities of Interest

As stated in Section 3, there are currently communities of social or economic interest within or adjacent to the existing SOI, identified as DUCs. However, by keeping these neighborhoods within the SOI, it would allow the City to be a viable service provider under the provisions of Government Code §56133 and subject to the policies of Siskiyou LAFCo, in the event than an existing service provider is not able to do so.

6.6 - Dunsmuir Sphere of Influence Recommendations

As shown in the MSR and throughout the determinations of this document, the City of Dunsmuir is currently providing services at an adequate level to its citizens. The City is accountable to its customers through the City Council, which are elected at-large. The City augments its revenues with other sources of revenue such as Gas Tax, Measure P Tax funds and grant opportunities to provide a wide range of services within the City limits.

The growth of the City is managed through the recently adopted General Plan and both the Sewer and Water Master Plans. To review, modest growth has been planned and identified within the City but policies for development will allow for services and infrastructure planning to catch up with the needs of future residents. However, it is recommended that

the City update, or at a minimum, review the Sewer Master Plan in order to review the conditions of the existing system, projects completed, and any new improvements required to adequately serve current and future residents.

In conclusion, based on the analysis provided within this report, the existing SOI for the City of Dunsmuir is adequate to service the existing residents as well as possible future needs of communities within it.

Recommendation 6-1 – It is recommended that the City of Dunsmuir’s Sphere of Influence remain unchanged.

Recommendation 6-2 – The General Plan and Sewer and Water Master Plans guide growth policies, the City’s existing SOI is acceptable to accommodate present and future growth needs for residents.

Recommendation 6-3 - The capacity of public facilities is required to be reviewed during new development proposals by the City to accommodate the present and future needs of residents in a responsible manner.

Recommendation 6-4 – The City may be considered a logical service provider for adjacent, existing communities or neighborhoods if one of the current services providers, which may be private individual systems, is no longer solvent or able to provide services. At that time, a feasibility study should be commissioned to identify potential options for successor agencies to provide services to these communities.

SECTION 7 - REFERENCES

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