



City of Etna

AGENDA for the REGULAR MEETING of the ETNA CITY COUNCIL

DATE OF THE MEETING: March 27, 2023

TIME OF THE MEETING: 6:30pm

PLACE OF THE MEETING: 442 Main Street Etna, CA or TELECONFERENCE

1. **Call to Order:**

- a. Pledge of Allegiance
- b. Roll Call

2. **Public Comment : Non-agenda items. The City Council cannot take action or comment on non-agenda items.**

3. **CONSENT CALENDAR**

- a. Minutes Special Meetings March 6, 2023 & March 20, 2023
- b. Invoice Check Register
- c. Resolution 2023-003 – A Resolution of the City of Etna City Council Accepting the 2022 General Plan Annual Progress Report and Approving the Transmittal of the Report to the Governor's Office of Planning and Research and the California Department of Housing and Community Development
- d. Resolution 2023-004 – A Resolution of the City of Etna Authorizing Overtime and Portal to Portal Pay for Outside Assignments Regular, Part-Time, and On Call Non-Benefited Employees (OCNB)

4. **DEPARTMENT REPORTS**

Manager Police Dept Public Works Fire Dept Ambulance Clerk Mayor Council/Committee

5. **CURRENT BUSINESS**

- a. Adopt the 2023 Collaborative Proclamation Making a Stance Against Child Abuse, Declare April as Child Abuse Prevention and Sexual Assault Awareness Month, and Proclaim April 15th – 21st as Week of the Young Child.
- b. Discuss/Adopt Ordinance 225 – An Ordinance of the City Council of the City of Etna Adding Chapter 15.14, Electric Vehicle Charging Stations, to the Etna Municipal Code
- c. Discuss Update on Museum Project
- d. Discuss/Approve Police/Fire Memorandum of Understanding (MOU) Between Etna Police Department and Fort Jones Fire Department
- e. Discuss/Approve Plans and Specifications for Pool Solar Project
- f. Discuss/Approve Agreement for Outside Assignments
- g. Discuss/Approve Etna Cleanup Day
- h. Discuss/Approve Signing Letter of Support for California Health Collaborative Application for Adaptation Planning Grant Program
- i. Discuss/Approve Increasing Hourly Rate for Public Works Employee

6. **CORRESPONDENCE**

- a. Auditor Communication – Review Planning Communication From City Auditor Charles Pillon

7. **CITY COUNCIL STATEMENTS AND REQUESTS**

8. **CLOSED SESSION: Pursuant to Government Code Section §54956.8**

- a. REAL ESTATE NEGOTIATIONS – APN: 056-261-060, 833 Highland

9. **ADJOURNMENT**

Teleconference Information:

Phone: 1-669-444-9171, 1 669 900 6833 US (San Jose) Meeting ID: 997 5473 5059

<https://us06web.zoom.us/j/99754735059>



MINUTES
SPECIAL MEETING OF THE ETNA CITY COUNCIL
Monday March 6, 2023

Members of the Etna City Council met on this 6th day of March, via TELECONFERENCE and IN PERSON. Mayor Cliff Munson called the meeting to order and led in the Salute to the Flag of the United States of America.

Roll Call

Councilmembers Brandon Fawaz, Jason Deppen, Mayor Cliff Munson, Charnna Gilmore, and John Stacher were present.

Oral Comments from the Public on Non-Agenda Item

None.

Consent Calendar :

- Minutes of the Special Meeting January 30, 2023
- Invoice Check Register Monthly Financials
- Resolution 2023-002 Update Bank Signatories

Councilmember Gilmore moved to approve the Consent Calendar, Councilmember Stacher seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Department Reports :

Police Chief Josh Short provided a written report in the council packet. Chief Short also updated the Council on how well Officer Missy Martin is doing, current and future PAL programs, and the increase in calls for service they have been experiencing.

Public Works Director Dan Burbank gave a brief report, he has been doing some renewal training for the State. The Pool Solar Project is out for bid. Burbank is planning to repair potholes soon. He is also planning to meet with the Native Daughters to go over the Museum project.

Fire Chief Alan Kramer gave a report. The department had 23 calls in the last month which included some flue fires, and a trailer fire.

Ambulance Director Teri Arrwood provided a written report in the council packet. Arrwood said the month has been very busy, she is planning on putting another class on. The ambulance building needs some maintenance.

City Clerk Pamela Eastlick gave an update on grant reimbursements that have been received. Eastlick attended CalPERS training. Eastlick is also preparing to make a LAIF transfer, and she is working on some financial posting corrections.

City Manager Adam Cox and Eastlick are working on an internal audit going through CalPERS retirement contributions looking for corrections that need to be made. Cox is looking into adding employment liability insurance to the City's policy which the City does not currently

have. Cox will provide updated insurance rates when he receives them. Cox has been working on pool staffing and management. Cox gave an update on IT and the transfer of services. Cox predicts the savings to be over \$1,000 per month. He is currently working on updating job descriptions and a uniform salary schedule.

Councilmember Gilmore is working to secure a grant manager.

PUBLIC HEARING: Public Hearing for Discussion of Possible CDBG Application.

Mayor Munson opened the Public Hearing at 7:14 pm.

Brandy Caporaso and Jasmine Borgatti from Great Northern Services gave a background on the CDBG Program Income Application and summarized what was presented in the hearing notice published in 2022. Caporaso explained the eligible projects and activities for the City's \$400,000 program income.

Councilmember Gilmore asked how rigid the application is and whether or not there was flexibility with the funds. Caporaso explained different options with the pool lining and the application will be written broader to include multiple options that align with the scope of the application.

Great Northern will administer the grant and there is no fee other than for services at \$75.00 per hour. The sooner Great Northern receives the list of eligible projects the sooner they can begin writing the CDBG application.

Mayor Munson closed the Public Hearing at 7:35 pm.

Current Business:

Discuss/Approve Subrecipient Agreement Between the City of Etna and Great Northern Services. Councilmember Gilmore moved to approve the Subrecipient Agreement between the City of Etna and Great Northern Services, Councilmember Deppen seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Second Reading and Adoption of Ordinance 225 – Electric Vehicle Charging Stations. Item tabled to next regular meeting March 27th.

Swear in New Employee Missy Martin. Mayor Munson swore in Missy Martin

Discuss/Approve and Assign Commissioner Assignments. Mayor Munson moved this item after the Closed Session.

Discuss/Approve Broadband Siskiyou Telephone. Russ Elliot, CEO of Siskiyou Telephone explained that they are bringing Smart Rural Technology to communities. Etna is an all-fiber community. Elliot would like to have free wi-fi downtown and asked to place access points on buildings. More discussion on fiber communities and rural technology. Councilmember Gilmore moved to approve appointing Councilmember Stacher to work with Russ Elliot, Adam, and Pam to complete this project and plan for a future celebratory event. Councilmember Deppen seconded and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve Etna Friends of the Library. Discussion item. Friends of the Library introduced themselves to the Council. Friends of the Library is a nonprofit group that was created in 1998. Discussion. No action taken.

Discuss/Approve Etna Museum Electrical Project. Burbank did a walkthrough of the Museum and provided an update to the Council. Burbank said the building is in dire need of repairs aside from the electrical and it is a big project. Cox said if some of the work can be done in house that would save on cost. Another option is to search for grants or private funding sources. Chief Short added that he has contacted the Ford Foundation regarding the project, and they potentially can receive \$25,000 to \$50,000. More discussion on the bid process between Council, staff, and Friends of the Museum. Councilmember Fawaz recommends pursuing the Ford Foundation funding option and utilizing current employees to do as many of the repairs they can due to timing. Councilmember Stacher shared concerns about stretching the Public Works Department too thin. Fawaz recommended devoting Clint Whitchurch to the project since he is a City employee. City Clerk Pamela Eastlick stated that Whitchurch has resigned as a regular employee for the City. He responds to calls for the ambulance department and is a reserve for the police department.

Councilmember Gilmore would like to explore borrowing from other funds to cover the costs of the project which will need to be paid back within a year. Councilmember Fawaz moved to approve applying for a grant through the Ford Foundation. The Friends of the Museum has secured \$10,000 to contribute to the electrical project. More discussion. Councilmember Fawaz moved to approve city staff to pursue grant funding sources for the project, Councilmember Stacher seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Councilmember Gilmore added that if this option is not successful then they revisit this topic and reevaluate. More discussion.

Discuss/Approve City of Etna Hosing LOLA (League of Local Agencies) Dinner July 2023. Eastlick explained that LOLA meetings are held on Wednesdays and gave a background about LOLA dinners. Councilmember John Stacher agreed to help with planning for the LOLA Dinner.

Discuss/Approve Two New Firefighter Applicants. Chief Kramer introduced the applicants. Councilmember Gilmore moved to approve the new applicants, Councilmember Deppen seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss/Approve Automatic Aid Agreement Between Scott Valley Fire Protection District, The Town of Fort Jones, and the City of Etna. Councilmember Gilmore moved to approve the Automatic Aid Agreement; Councilmember Stacher seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss/Approve Stipends/Incentives for Firefighter Response. Chief Kramer researched comparable stipends and requested Council approval for his proposal. Councilmember Gilmore moved to approve Chief Kramer's proposal of paying volunteer

firefighters \$15.50 per call paid quarterly, a stipend of \$15.50 effective March 1st. More discussion. Councilmember Fawaz seconded and the motion passed. More discussion.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Councilmember Gilmore moved to approve starting March 1st to increase the stipend to \$15.50 for attending 12 out of 24 meetings/trainings paid on an annual basis. Councilmember Stacher seconded the motion and it passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss Update on COVID Premium Pay. Cox gave an update explaining that corrected W2s have been sent along with a letter from the attorney. Cox recommends earmarking funds for at least two more years.

CORRESPONDENCE:

None.

CITY COUNCIL STATEMENTS AND REQUESTS:

Councilmember Gilmore requested Etna Cleanup Day in April and funding for the event which is April 20th-22nd be on the next agenda. More discussion.

CLOSED SESSION: Pursuant to Government Code Section §54954.5(e)

- Public Employee Evaluation – City Manager

No reportable action.

Adjournment

There being no further business Mayor Munson adjourned the meeting at 10:00 pm.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk



MINUTES
SPECIAL MEETING OF THE ETNA CITY COUNCIL
Monday March 20, 2023

Members of the Etna City Council met on this 20th day of March, via TELECONFERENCE and IN PERSON. Mayor Cliff Munson called the meeting to order and led in the Salute to the Flag of the United States of America.

Roll Call

Councilmembers Jason Deppen, Mayor Cliff Munson, Charnna Gilmore, and John Stacher were present. Councilmember Brandon Fawaz was absent.

Oral Comments from the Public on Non-Agenda Item

None.

CORRESPONDENCE:

None.

CITY COUNCIL STATEMENTS AND REQUESTS:

None.

CLOSED SESSION: Pursuant to Government Code Section §54957 Personnel Matters

- Public Employee Appointment – City Manager

No reportable action.

Adjournment

There being no further business Mayor Munson adjourned the meeting at 7:20 pm.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

Date: 03/16/2023

Time: 1:00 pm

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

BUDGE-MCHUGH SUPPLY CO.	Water Connection Fees	25880	02/22/2023	
			03/16/2023	
125 W. FOURTH ST., PO BOX 758	BUDGE		02/22/2023	0.00
MEDFORD	GF	0	00/00/0000	0.00
OR 97501	219202			1,544.50
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
20-30-880.00	MAINTENANCE & SUPPLIES		1,544.50	0.00
		Check No.	0	Total: 1,544.50
		Total for	BUDGE-MCHUGH SUPPLY CO.	1,544.50

CAMPORA	155 Diggles PD Heat	25875	02/27/2023	
			03/16/2023	
PO BOX 992424	CAMPO		02/27/2023	0.00
REDDING	GF	0	00/00/0000	0.00
CA 96099-2424	3135195			454.46
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-840.20	HEATING		227.23	0.00
53-40-840.20	HEATING		227.23	0.00
CAMPORA	625 Howell Shop Heat	25876	02/27/2023	
			03/16/2023	
PO BOX 992424	CAMPO		02/27/2023	0.00
REDDING	GF	0	00/00/0000	0.00
CA 96099-2424	3135250			442.69
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-840.20	HEATING		147.57	0.00
40-30-840.20	HEATING		147.56	0.00
45-33-840.20	HEATING		147.56	0.00
		Check No.	0	Total: 897.15
		Total for	CAMPORA	897.15

DEPARTMENT OF JUSTICE	Fingerprints	25877	03/02/2023	
ACCOUNTING OFFICE			03/16/2023	
PO BOX 944255	DEPTJUST		03/02/2023	0.00
SACRAMENTO	GF	0	00/00/0000	0.00
CA 94244-2550	641417			32.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-760.00	PROFESSIONAL & CONTRACT SERVCS		32.00	0.00
		Check No.	0	Total: 32.00
		Total for	DEPARTMENT OF JUSTICE	32.00

E & S ENGINEERS	PROP 68 Project	25925	02/27/2023	
			03/16/2023	
329 WEST MINER STREET	BRAY		02/27/2023	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	3997			3,423.75

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

Date: 03/16/2023

Time: 1:00 pm

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-881.00	PROP 68-POOL GRANT		3,423.75	0.00

Check No.	0	Total:	3,423.75
Total for	E & S ENGINEERS		3,423.75

ED STEINHOFF REPAIR	Fire Vehicle Maint E 1411	25904	03/01/2023	
			03/16/2023	
P.O. BOX 1625	EDSTEINHOF		03/01/2023	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	90326			58.83

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-860.00	VEHICLE MAINTENANCE		58.83	0.00

Check No.	0	Total:	58.83
Total for	ED STEINHOFF REPAIR		58.83

ETNA HARDWARE & SPORTING GOODS	Fire Dept.	25909	02/27/2023	
			03/16/2023	
P O BOX 328	EHSG		02/27/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				37.52

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-880.00	MAINTENANCE & SUPPLIES		37.52	0.00

ETNA HARDWARE & SPORTING GOODS	Sewer	25910	02/27/2023	
			03/16/2023	
P O BOX 328	EHSG		02/27/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				25.72

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-880.00	MAINTENANCE & SUPPLIES		25.72	0.00

ETNA HARDWARE & SPORTING GOODS	Ambulance	25911	02/27/2023	
			03/16/2023	
P O BOX 328	EHSG		02/27/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				11.90

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-880.00	MAINTENANCE & SUPPLIES		11.90	0.00

ETNA HARDWARE & SPORTING GOODS	Buildings	25912	02/27/2023	
			03/16/2023	
P O BOX 328	EHSG		02/27/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				21.43

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-880.00	MAINTENANCE & SUPPLIES		21.43	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

Date: 03/16/2023

Time: 1:00 pm

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

ETNA HARDWARE & SPORTING GOODS	Water	25913	02/27/2023	
			03/16/2023	
P O BOX 328	EHSG		02/27/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				74.44

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-880.00	MAINTENANCE & SUPPLIES		74.44	0.00

ETNA HARDWARE & SPORTING GOODS	Pool Prop 68	25914	02/27/2023	
			03/16/2023	
P O BOX 328	EHSG		02/27/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				40.72

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-881.00	PROP 68-POOL GRANT		40.72	0.00

ETNA HARDWARE & SPORTING GOODS	Shop	25915	02/27/2023	
			03/16/2023	
P O BOX 328	EHSG		02/27/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				28.89

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-880.00	MAINTENANCE & SUPPLIES		9.63	0.00
40-30-880.00	MAINTENANCE & SUPPLIES		9.63	0.00
45-33-880.00	MAINTENANCE & SUPPLIES		9.63	0.00

Check No.	0	Total:	240.62
Total for	ETNA HARDWARE & SPORTING G		240.62

EVIDENT	DEBIT: Ship & Handling	25927	02/27/2023	
			03/16/2023	
	EVIDENT		02/27/2023	0.00
	GF	0	00/00/0000	0.00
				30.50

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		30.50	0.00

Check No.	0	Total:	30.50
Total for	EVIDENT		30.50

FORT JONES LUMBER YARD, INC.	Prop 68 Project	25906	02/25/2023	
			03/16/2023	
	FORT JONES		02/25/2023	0.00
	GF	0	00/00/0000	0.00
				137.35

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-881.00	PROP 68-POOL GRANT		137.35	0.00

Check No.	0	Total:	137.35
Total for	FORT JONES LUMBER YARD, INC		137.35

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

Date: 03/16/2023

Time: 1:00 pm

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

INVOICE PROCESSING DEPARTMENT	Bridge Toll	25916	02/23/2023	
DEPARTMENT			03/16/2023	
PO BOX 26879	FAS TRAK		02/23/2023	0.00
SAN FRANCISCO	GF	0	00/00/0000	0.00
CA 94126	I712385408187			7.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-735.00	TRAVEL & TRAINING		7.00	0.00

Check No.	0	Total:	7.00
Total for	INVOICE PROCESSING DEPARTM		7.00

MEAN GENE'S GAS	Bulk Fuel Unleaded	25893	02/28/2023	
			03/16/2023	
P O BOX 534	MGM		02/28/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				907.80

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-865.00	VEHICLE FUEL & OIL		726.24	0.00
10-50-865.00	VEHICLE FUEL & OIL		45.39	0.00
10-60-865.00	VEHICLE FUEL & OIL		45.39	0.00
40-30-865.00	VEHICLE FUEL & OIL		45.39	0.00
45-33-865.00	VEHICLE FUEL & OIL		45.39	0.00

MEAN GENE'S GAS	Bulk Fuel Diesel	25894	02/28/2023	
			03/16/2023	
P O BOX 534	MGM		02/28/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				607.08

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-865.00	VEHICLE FUEL & OIL		60.71	0.00
10-60-865.00	VEHICLE FUEL & OIL		6.07	0.00
40-30-865.00	VEHICLE FUEL & OIL		12.14	0.00
45-33-865.00	VEHICLE FUEL & OIL		12.14	0.00
50-45-865.00	VEHICLE FUEL & OIL		516.02	0.00

MEAN GENE'S GAS	Bulk Fuel Diesel	25895	02/28/2023	
			03/16/2023	
P O BOX 534	MGM		02/28/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				324.30

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-865.00	VEHICLE FUEL & OIL		32.43	0.00
10-60-865.00	VEHICLE FUEL & OIL		3.23	0.00
40-30-865.00	VEHICLE FUEL & OIL		6.49	0.00
45-33-865.00	VEHICLE FUEL & OIL		6.49	0.00
50-45-865.00	VEHICLE FUEL & OIL		275.66	0.00

MEAN GENE'S GAS	Bulk Fuel Unleaded	25896	02/28/2023	
			03/16/2023	
P O BOX 534	MGM		02/28/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				971.45

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-865.00	VEHICLE FUEL & OIL		777.16	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

Date: 03/16/2023

Time: 1:00 pm

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City of Etna

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

10-50-865.00	VEHICLE FUEL & OIL			48.57	0.00
10-60-865.00	VEHICLE FUEL & OIL			48.58	0.00
40-30-865.00	VEHICLE FUEL & OIL			48.57	0.00
45-33-865.00	VEHICLE FUEL & OIL			48.57	0.00

MEAN GENE'S GAS	Bulk Fuel Diesel	25897	02/28/2023		
			03/16/2023		
P O BOX 534	MGM		02/28/2023		0.00
FT JONES	GF	0	00/00/0000		0.00
CA 96032					316.74

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-865.00	VEHICLE FUEL & OIL		31.67	0.00
10-60-865.00	VEHICLE FUEL & OIL		3.18	0.00
40-30-865.00	VEHICLE FUEL & OIL		6.33	0.00
45-33-865.00	VEHICLE FUEL & OIL		6.33	0.00
50-45-865.00	VEHICLE FUEL & OIL		269.23	0.00

MEAN GENE'S GAS	Kerosene Fire Hall	25898	02/28/2023		
			03/16/2023		
P O BOX 534	MGM		02/28/2023		0.00
FT JONES	GF	0	00/00/0000		0.00
CA 96032					157.50

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-840.20	HEATING		157.50	0.00

MEAN GENE'S GAS	Heating Diesel City Hall	25899	02/28/2023		
			03/16/2023		
P O BOX 534	MGM		02/28/2023		0.00
FT JONES	GF	0	00/00/0000		0.00
CA 96032					1,524.89

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.20	HEATING		1,524.89	0.00

Check No.	0	Total:	4,809.76
Total for	MEAN GENE'S GAS		4,809.76

PACIFIC POWER	448 Main Street	25881	02/23/2023		
			03/16/2023		
PO BOX 26000	PP		02/23/2023		0.00
PORTLAND	GF	0	00/00/0000		0.00
OR 97256-0001					103.73

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		103.73	0.00

PACIFIC POWER	155 Diggles	25882	02/23/2023		
			03/16/2023		
PO BOX 26000	PP		02/23/2023		0.00
PORTLAND	GF	0	00/00/0000		0.00
OR 97256-0001					163.14

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-840.10	ELECTRIC		81.57	0.00
53-40-840.10	ELECTRIC		81.57	0.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

PACIFIC POWER	Woodland Fltr Plant	25885	02/23/2023	
			03/16/2023	
PO BOX 26000	PP		02/23/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				104.98

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-840.10	ELECTRIC		104.98	0.00

PACIFIC POWER	401 Island Sewerplant	25884	02/24/2023	
			03/16/2023	
PO BOX 26000	PP		02/24/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				299.87

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-840.10	ELECTRIC		299.87	0.00

PACIFIC POWER	Streetlights	25883	03/01/2023	
			03/16/2023	
PO BOX 26000	PP		03/01/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				935.06

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
29-60-867.00	TRAFFIC SAFETY		935.06	0.00

Check No.	0	Total:	1,606.78
Total for	PACIFIC POWER		1,606.78

PEACE OFFICERS LEGAL DEFENSE	Reserves	25873	03/02/2023	
			03/16/2023	
	PORAC LDF		03/02/2023	0.00
	GF	0	00/00/0000	0.00
	711021			30.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-750.00	DUES AND SUBSCRIPTIONS		30.00	0.00

PEACE OFFICERS LEGAL DEFENSE	PD Assn Dues	25874	03/02/2023	
			03/16/2023	
	PORAC LDF		03/02/2023	0.00
	GF	0	00/00/0000	0.00
	711020			306.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-750.00	DUES AND SUBSCRIPTIONS		306.00	0.00

Check No.	0	Total:	336.00
Total for	PEACE OFFICERS LEGAL DEFENSE		336.00

PEACE OFFICERS RESEARCH ASSOC.	Etna POA	25907	03/01/2023	
			03/16/2023	
2940 ADVANTAGE WAY	PORAC		03/01/2023	0.00
SACRAMENTO	GF	0	00/00/0000	0.00
CA 95834-9666	393727			168.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount
10-40-750.00	DUES AND SUBSCRIPTIONS			168.00 0.00
PEACE OFFICERS RESEARCH ASSOC.	Reserves POA	25908	03/01/2023	
			03/16/2023	
2940 ADVANTAGE WAY	PORAC		03/01/2023	0.00
SACRAMENTO	GF	0	00/00/0000	0.00
CA 95834-9666	393728			16.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-750.00	DUES AND SUBSCRIPTIONS		16.00	0.00
		Check No.	0	Total: 184.00
		Total for	PEACE OFFICERS RESEARCH AS	184.00

PITNEY BOWES GLOBAL FINANCIAL	Lease Invoice	25902	02/23/2023	
SERVICES LLC.			03/16/2023	
PO BOX 981022	PITNEYBOWE		02/23/2023	0.00
BOSTON	GF	0	00/00/0000	0.00
MA 02298-1022	3105965619			175.38
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		175.38	0.00
		Check No.	0	Total: 175.38
		Total for	PITNEY BOWES GLOBAL FINANCI	175.38

PRENTICE, LONG, & EPPERSON	Attorney Fees PD	25917	03/01/2023	
			03/16/2023	
2240 COURT STREET	PRENTICE		03/01/2023	0.00
REDDING	GF	0	00/00/0000	0.00
CA 96001	5667			462.00
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-780.00	ATTORNEY FEES		462.00	0.00
PRENTICE, LONG, & EPPERSON	Attorney Fees Clerk	25918	03/01/2023	
			03/16/2023	
2240 COURT STREET	PRENTICE		03/01/2023	0.00
REDDING	GF	0	00/00/0000	0.00
CA 96001	5667			16.50
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-780.00	ATTORNEY FEES		16.50	0.00
PRENTICE, LONG, & EPPERSON	Attorney Fees Facey	25919	03/01/2023	
			03/16/2023	
2240 COURT STREET	PRENTICE		03/01/2023	0.00
REDDING	GF	0	00/00/0000	0.00
CA 96001	5667			397.50
GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
70-35-780.00	ATTORNEY FEES		397.50	0.00
		Check No.	0	Total: 876.00
		Total for	PRENTICE, LONG, & EPPERSON	876.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SCOTT VALLEY AUTO PARTS	E 1411 Parts	25901	02/21/2023	
			03/16/2023	
P O BOX 215	SVAP		02/21/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032	366820			3.31

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-860.00	VEHICLE MAINTENANCE		3.31	0.00

Check No.	0	Total:	3.31
Total for	SCOTT VALLEY AUTO PARTS		3.31

SCOTT VALLEY DISPOSAL	Monthly Trash Service	25903	02/28/2023	
			03/16/2023	
138 FOREST WALK	SVD		02/28/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				750.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.30	TRASH		250.00	0.00
10-60-840.30	TRASH		250.00	0.00
10-70-840.30	TRASH		250.00	0.00

Check No.	0	Total:	750.00
Total for	SCOTT VALLEY DISPOSAL		750.00

SECTARIS PARTNERS	City Manager Services	25872	03/01/2023	
			03/16/2023	
143 W. 21ST STREET	SECT		03/01/2023	0.00
MERCED	GF	0	00/00/0000	0.00
CA 95340	3013			5,300.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-20-760.00	PROFESSIONAL & CONTRACT SERVCS		5,300.00	0.00

Check No.	0	Total:	5,300.00
Total for	SECTARIS PARTNERS		5,300.00

SHASTA VALLEY PEST CONTROL	Amb. Pest Control	25878	02/28/2023	
			03/16/2023	
467 SOUTH 7TH ST.	SHASTA		02/28/2023	0.00
MONTAGUE	GF	0	00/00/0000	0.00
CA 96064	2/28/23-4			80.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-760.00	PROFESSIONAL & CONTRACT SERVCS		80.00	0.00

Check No.	0	Total:	80.00
Total for	SHASTA VALLEY PEST CONTROL		80.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SHN CONSULTING ENGINEERS	Etna SSMP	25900	02/27/2023	
			03/16/2023	
	SHN		02/27/2023	0.00
	GF	0	00/00/0000	0.00
	116379			1,130.25

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-760.00	PROFESSIONAL & CONTRACT SERVS		1,130.25	0.00

Check No.	0	Total:	1,130.25
Total for	SHN CONSULTING ENGINEERS		1,130.25

SISKIYOU TELEPHONE	3400 PD Phone	25886	03/01/2023	
			03/16/2023	
P O BOX 157	ST		03/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				302.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE		100.68	0.00
10-80-830.00	TELEPHONE EXPENSE		100.66	0.00
53-40-830.00	TELEPHONE EXPENSE		100.66	0.00

SISKIYOU TELEPHONE	3331 Ambulance	25887	03/01/2023	
			03/16/2023	
P O BOX 157	ST		03/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				103.62

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-830.00	TELEPHONE EXPENSE		103.62	0.00

SISKIYOU TELEPHONE	3295 Fire Hall	25888	03/01/2023	
			03/16/2023	
P O BOX 157	ST		03/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				77.80

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-830.00	TELEPHONE EXPENSE		77.80	0.00

SISKIYOU TELEPHONE	3217 Clerk Fax	25889	03/01/2023	
			03/16/2023	
P O BOX 157	ST		03/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				51.65

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE		51.65	0.00

SISKIYOU TELEPHONE	5638 PD Fax	25890	03/01/2023	
			03/16/2023	
P O BOX 157	ST		03/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				52.77

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE		17.59	0.00
10-80-830.00	TELEPHONE EXPENSE		17.59	0.00
53-40-830.00	TELEPHONE EXPENSE		17.59	0.00

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SISKIYOU TELEPHONE	5256 City Hall Phone	25891	03/01/2023	
			03/16/2023	
P O BOX 157	ST		03/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				281.92

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE		281.92	0.00

SISKIYOU TELEPHONE	3673 Shop Phone	25892	03/01/2023	
			03/16/2023	
P O BOX 157	ST		03/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				94.49

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-830.00	TELEPHONE EXPENSE		31.51	0.00
40-30-830.00	TELEPHONE EXPENSE		31.49	0.00
45-33-830.00	TELEPHONE EXPENSE		31.49	0.00

Check No.	0	Total:	964.25
Total for	SISKIYOU TELEPHONE		964.25

VERIZON WIRELESS	Monthly Cellular	25879	02/21/2023	
			03/16/2023	
PO BOX 9622	VW		02/21/2023	0.00
MISSION HILLS	GF	0	00/00/0000	0.00
TX 91346-9622				655.37

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.30	CELLULAR		111.15	0.00
10-41-830.30	CELLULAR		111.15	0.00
10-60-830.30	CELLULAR		50.23	0.00
40-30-830.30	CELLULAR		50.23	0.00
45-33-830.30	CELLULAR		50.23	0.00
50-45-830.30	CELLULAR		171.23	0.00
53-40-830.30	CELLULAR		111.15	0.00

Check No.	0	Total:	655.37
Total for	VERIZON WIRELESS		655.37

Total Invoices: 49

Grand Total:	23,242.80
Less Credit Memos:	0.00
Net Total:	23,242.80
Less Hand Check Total:	0.00
Outstanding Invoice Total:	23,242.80

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Recap by Department

Department #	Department Name	Amount To Pay	Amount To Relieve
20	City Council	5,300.00	0.00
25	City Clerk	525.45	0.00
30	Water	2,081.75	0.00
33	Sewer	1,813.67	0.00
35	Community Development	397.50	0.00
40	Law Enforcement	3,624.32	0.00
41	Police - FJ Station	111.15	0.00
45	Ambulance Services	1,434.66	0.00
50	Fire Prevention	553.73	0.00
55	Governmental Buildings	1,900.05	0.00
60	Highways & Streets	1,530.45	0.00
70	Parks & Recreation	3,851.82	0.00
80	COMMUNITY SERVICE	118.25	0.00
Grand Total:		23,242.80	0.00



City of Etna

RESOLUTION 2023-003

**A RESOLUTION OF THE CITY OF ETNA CITY COUNCIL
ACCEPTING THE 2022 GENERAL PLAN ANNUAL PROGRESS REPORT
AND APPROVING THE TRANSMITTAL OF THE REPORT TO
THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH AND
THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

WHEREAS, California Government Code Section 65400 requires that all cities and counties annually report to their decision-making bodies regarding the status of the general plan and the progress in its implementation; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the progress in meeting the jurisdiction's share of regional housing needs determined pursuant to Government Code Section 65584 and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing pursuant to Government Code Section 65583(c)(3); and

WHEREAS, California Government Code Section 65400 further requires that the housing element portion of the annual report be prepared through the use of standards, forms, and definitions adopted by the California Department of Housing and Community Development; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the number of housing development applications received in the prior year, the number of units included in all development applications in the prior year, and the number of units approved and disapproved in the prior year; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the degree to which the general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 and the date of the last revision to the general plan; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies a listing of sites rezoned to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory required by Government Code Section 65583(c)(1) and Section 65584.09, as well as any additional sites that may have been required to be identified by Government Code Section 6586; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the number of net new units of housing, including both rental housing and for-sale housing, that have been issued a completed entitlement, a building permit, or a certificate of occupancy, thus far in the housing element cycle, and the income category, by area median income category, that each unit of housing satisfies; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the number of applications submitted pursuant to Government Code Section 65913.4(a), the location and the total number of developments approved pursuant to Government Code Section 65913.4(b), the total number of building permits issued pursuant to Government Code Section 65913.4(b), and the total number of units including both rental housing and for-sale housing by area median income category constructed using the process provided for in Government Code Section 65913.4(b); and

WHEREAS, the City Council of the City of Etna has received and reviewed such a plan for 2022 that was prepared by city staff; and

WHEREAS, the report must be accepted by the City Council prior to submission to the Governor's Office of Planning and Research and the California Department of Housing and Community Development on or before April 1 of each year; and

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby accepts the 2022 General Plan Annual Progress Report and approves the transmittal of the report to the Governor's Office of Planning and Research and the California Department of Housing and Community Development.

IT IS HEREBY CERTIFIED that the foregoing Resolution 2023-003 was duly adopted on a motion by _____ and seconded by _____ at a regular meeting of the Etna City Council held on the 27th day of March 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF ETNA CITY COUNCIL

Cliff Munson, Mayor

WITNESS, my hand and seal this 27th day of March 2023

Pamela Eastlick, City Clerk



CITY OF ETNA

STAFF REPORT TO CITY COUNCIL

March 27, 2023

2022 GENERAL PLAN ANNUAL PROGRESS REPORT

Introduction

Pursuant to California Government Code Section 65400, this report has been prepared as an update to the City of Etna City Council regarding:

- The status of the General Plan and the progress in its implementation;
- The progress in meeting the City's share of regional housing needs determined by the California Department of Housing and Community Development (HCD) and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing;
- The number of housing development applications received in the prior year, the number of units included in all development applications in the prior year, and the number of units approved and disapproved in the prior year;
- The degree to which the General Plan complies with the State of California General Plan Guidelines and the date of the last revision to the General Plan;
- A listing of sites rezoned to accommodate that portion of the City's share of the regional housing need for each income level that could not be accommodated in the City's Vacant Land Inventory;
- The number of net new units of housing, including both rental housing and for-sale housing, that have been issued a completed entitlement, a building permit, or a certificate of occupancy, thus far in the housing element cycle, and the income category, by area median income category, that each unit of housing satisfies; and
- The number of applications submitted pursuant to Government Code Sec. 65913.4(a), the location and the total number of developments approved pursuant to Government Code Sec. 65913.4(b), the total number of building permits issued pursuant to Government Code Sec. 65913.4(b), and the total number of units including both rental housing and for sale housing by area median income category constructed using the process provided for in subdivision (b) of Section 65913.4.

Please note that the Housing Element component of this report consists of specific forms prescribed by HCD. Because the forms require an understanding of the instructions used to complete them, a summary of the results is provided herein, while **Attachment B** provides the City's analysis of its Housing Element program implementation.

Purpose of the General Plan

The City of Etna General Plan, simply described, is the City's "constitution" for development. It represents the efforts the City has undertaken to consider and address the needs and expectations of its residents relative to development in the City and to enshrine these needs and expectations in a guiding document. This "constitution" is formatted within the legal framework established by the State at the time of adoption and is based on knowledge of existing potentials and limitations concerning the City of Etna at that time.

The General Plan was developed through establishing basic goals, policies, and programs to resolve and/or direct significant community issues.

In addition to the City referring to this document when dealing with matters affecting the physical, economic, and social development of the community, the General Plan is also referred to by individuals or businesses contemplating potential development activity within the City. Goals in the General Plan also assist the City in seeking grants and other funding to address local issues and needs.

Status of the General Plan

The City of Etna General Plan is comprised of seven state-mandated elements and one optional element that individually address specific topics of community importance. The seven required elements are Land Use, Circulation, Open Space, Conservation, Noise, Safety, and Housing, with the City opting to include a Public Facilities element as well. Aside from the Housing Element, which was most recently updated in August 2016, the City of Etna General Plan was adopted in September 2005. At the time seven of the eight elements were adopted in 2005 and at the time the Housing Element was updated in 2016, the General Plan was found to be consistent with State General Plan Guidelines. However, since that time, the State has continued to pass new laws governing general plans and has updated its General Plan Guidelines, which now offers over 400 pages of guidance to cities and counties. As a result, a number of revisions to the General Plan have been identified as being needed to comply with the new Guidelines, particularly as it relates to needed changes to the Safety Element to address potential flood, fire, and climate change hazards. In general, the amendments needed to comply are relatively minor and when implemented will better safeguard the community from natural hazards. (See **Attachment A** for a list of required revisions.) Additionally, the Housing Element needs to be updated to incorporate federal Affirmatively Furthering Fair Housing requirements and changes in state law, and it was due February 15, 2023. Although the City did not meet its adoption deadline due to an initial lack of consultant interest and delays in working with the State to rescope the project, the project promptly got underway in October 2022 after the City selected Planwest Partners to prepare the update. The Housing Element update is currently underway and scheduled for adoption by the City and certification by the State prior to the end of October 2023.

It is worth noting that there have been no significant changes in the City since adoption of the various elements of the General Plan that would make a comprehensive revision to the Plan necessary. Nevertheless, the City may periodically receive development requests that require a minor amendment to the General Plan to move forward. During the current planning period (i.e., since January 1, 2014), no new development or proposed development has required a general plan amendment. Rather, the only general plan amendment to occur during the current planning period was a minor amendment to the Safety Element in 2020 to incorporate the Local Hazard Mitigation Plan by reference.

Since the General Plan affects current and future generations, State law requires the Plan to take a long-term perspective, typically 10 to 20 years into the future. According to the General Plan, it “addresses planning for Etna through the year 2024.” Because 2024 is fast approaching, and because the City is aware that a general plan update is needed to address several changes in state law and to meet the City’s adoption schedule for the Housing Element, the City applied for and received approval of a SB 2 planning grant from the Department of Housing and Community Development (HCD) to update the Housing Element prior to October 31, 2023, and a LEAP grant to update the other elements of the General Plan prior to the end of 2024.

Implementation of the General Plan

It is neither the purpose nor intent of this annual progress report to provide an in-depth analysis of every goal, policy, and program contained in the City’s General Plan. Nevertheless, it is useful to periodically

reflect upon the goals, policies, and programs contained in the General Plan to better assess where the City has been successful in meeting its objectives, where it could possibly do better, and if applicable, where changes to either the General Plan or direction of the City should occur. As such, the following table identifies the various goals, objectives, policies, and programs (i.e., implementation measures) contained in each element of the City of Etna General Plan and is followed by a summary of City's successes in implementing these measures. (Housing Element policies and programs are detailed separately in **Attachment B.**)

Table 1
General Plan Goals, Objectives, Policies, and Programs

Land Use Element	
<i>GOAL LU-1 - Provide for a mix and quantity of land uses to serve the future needs of the community.</i>	Program 2-A: Guidelines should be established which will retain historic structures, and guide development of new structures in the area, helping their design to compliment a historic theme. A historic overlay district may be formed to aid in the implementation of the guidelines.
<u>Objective:</u> It is the objective of this goal to ensure that a sufficient variety of land uses are available to meet the housing, employment, service and social needs of the existing and future population.	Program 2-B: Historic residential and commercial structures located outside of any designated historic district should also be protected when reviewing projects adjacent to or on the same site as the historic structure, making certain the design is compatible with the historic structure.
Program 1-A: As vacant land in the City becomes limited, encourage the development and annexation of suitable land adjacent to the City in the Sphere of Influence, which can be readily served with water and sewer services.	Program 2-C: All new development or exterior remodeling in the commercial area of the historic district shall conform to adopted historic standards and guidelines.
Program 1-B: Provide for the development of commercial and industrial areas where suitable land exists with good access, and where such uses will have a minimum of conflict with adjacent land uses.	<i>GOAL LU-3 - Existing neighborhoods should be protected, and the sense of community enhanced.</i>
Program 1-C: Maintain flexibility in the Zoning Ordinance by allowing opportunities through the Conditional Use Permit process, for approval of similar uses that are otherwise not permitted.	<u>Objective:</u> New development should be compatible with adjacent land uses as a means to protect the neighborhood from added noise, traffic, light, and other characteristics, which may negatively affect the neighborhood.
Program 1-D: Lands within the Sphere of Influence should be zoned upon annexation consistent with those designations noted on the General Plan Land Use Plan.	Program 3-A: Standards shall be provided in the Zoning Ordinance to provide necessary separation, buffering, landscaping or other provisions as needed to ensure compatibility between land uses.
<i>GOAL LU-2 Protect and enhance the historic qualities of the community.</i>	Program 3-B: Land use designations and zoning districts shall be applied in a manner that is consistent with the prominent existing development, taking care not to encroach upon an established neighborhood with potentially incompatible uses.
<u>Objective:</u> There are numerous residential and commercial structures within the City that add to its desirability as a place of residence as well as aiding increased tourism. It is the objective of this goal to protect and enhance this historic resource.	Program 3-C: During project reviews, significant trees, drainages or other natural features should be

protected to the extent possible. The City may require buffers between: 1) dissimilar land uses, 2) between urban use and open space, sensitive environmental areas, sensitive biological resources, streams and wetlands, or agriculture land. Buffers may include solid barriers, additional setbacks, redesign, or other means to protect the resource.

Program 3-D: Establish as a high priority the conservation of existing residential and commercial structures through preservation and rehabilitation and support grant applications when they are used to aid this effort and when city resources permit.

GOAL LU-4 - Promote the conservation and enhancement of Etna's rural small-town atmosphere.

Objective: Etna's small-town atmosphere is one of its greatest assets. Its large lots, open spaces, mountain views and available services, all enhance the small-town character which should be preserved.

Program 4-A: Lands located in the flood plain should be protected with large lot zoning as a means to preserve the open space, agricultural activity, views, and to protect residents in the area from increased flood damage.

Program 4-B: The 10,000 square foot minimum lot size should be maintained throughout most of the community, except where necessary to provide a reduction in development cost to aid development of affordable cost housing. The Zoning Ordinance should be amended to accommodate lots in the 5000 - 7000 square foot range.

Program 4-C: Commercial and industrial developments should be kept in scale with the small-town atmosphere, considering the size of the structure, its height, and scale and quantity of its signing.

Program 4-D: Commercial development should be encouraged within and adjacent to the established downtown area as a means of enhancing and strengthening the community center.

Program 4-E: The City will designate key intersections as Gateways to the City, and may allow community signage, public art, informational and promotional material, and other amenities to

help the traveling public. The following intersections are considered Gateways:

- State Highway 3 with its intersection with Collier Way
- State Highway 3 with its intersection with Main Street

Program 4-F: Lands in the vicinity of the Main Street Gateway which are currently in residential use or vacant, if developed more intensely in an office or light commercial use should be subject to a design review process and should architecturally reflect the historic character of Etna; contain activities that are not dependent on high volumes of traffic; and shall be developed in a manner that protects the integrity of the adjacent residential neighborhood.

Program 4-G: Commercial lands located along Highway 3, and Collier Street and Main Street near Highway 3, should be subject to a design review process with the goal of establishing a visual quality that will maintain a desirable community image.

GOAL LU-5 - Support the expansion and retention of existing business, and to encourage expansion of business development in the City and the City's role as a regional service area for Scott Valley and nearby mountain communities of Sawyer's Bar, Callahan, and Cecilville.

Objective: The objective of this goal is to strengthen the community economic base and provide more job opportunities for local residents.

Program 5-A: The City shall encourage businesses that appropriately support the downtown.

Program 5-B: As resources permit, the City shall seek grant and loan programs that will aid business development and retention through the improvement of City services and facilities (streets, water and sewer services, City beautification, recreation facilities, etc.).

Program 5-C: Encourage improvement within the Downtown area, making it more attractive for business and visitors. Improvements could include landscaping, decorative signing, benches and decorative street lighting.

Safety Element

GOAL SF-6 - Protect the residents and visitors to the City of Etna from the loss of life and property.

Objective: The manner in which lands are developed can greatly influence the level of fire risk that could occur. It is the objective of this goal to reduce the likelihood of a fire loss through preventative measures in project development.

Program 6-A: Ensure that all proposed developments are reviewed for fire safety standards by the Fire Chief, including adequate fire flow supply and access.

Program 6-B: Coordinate project reviews with the California Department of Forestry on all projects located near a potential wildfire source.

Program 6-C: Encourage continued use of educational programs in schools and service clubs by the fire protection personnel to foster public awareness.

Program 6-D: Prepare a long-term capital needs budget for the fire, ambulance, water supply and storage, based on projected growth.

GOAL SF-7 - Protect lives and property of the residents of Etna from the risk of flooding.

Objective: The location and relative risk from flooding has been identified, and loss from flooding can be significantly minimized through preventative measures.

Program 7-A: Permit only low density and intensity of development in identified flood plains. The density in the Etna Creek flood plain should not exceed 1 unit per 5 acres to reduce the quantity of structures ultimately affected by flooding, and to reduce the cumulative effect on the flood elevation caused by placing structures in the flood plain on land fills.

Program 7-B: Continue to work closely with FEMA and the U.S. Corps of Engineers to define and seek remedies for flooding problems and periodically update the flood ordinance.

Program 7-C: Prohibit fill or encroachments within the designated Floodplain that would impair its

ability to carry and discharge the waters resulting from a 100-year flood, except where the effect on flood heights is fully offset by stream improvements.

GOAL SF-8 - Reduce the possibility of injury, loss of life, and property damage as a result of volcanic activity.

Objective: Etna is located near enough to Mount Shasta to feel effects of earth movement should the mountain experience significant volcanic activity. It is the objective of this goal be prepared should such an event ever occur.

Program 8-A: To participate with Siskiyou County in the development or review of an Emergency Services Plan which integrates responses to natural disasters.

Program 8-B: Participate in planning issues for the development of an emergency plan for the possible eruption of Mount Shasta. Inform the residents of the plan's content and implications.

GOAL SF-9: - Reduce the loss of life, injuries, damage to property, and social and economic dislocation resulting from seismic activity or other catastrophic event.

Program 9-A: All emergency personnel and facilities should develop the capability to function when utility services are interrupted.

Program 9-B: The domestic water system should have a method for retaining stored treated water for emergency use.

Program 9-C: Maintain enforcement of safety standards for new construction contained in the California Building Code for seismic zone 3.

Public Facilities Element

GOAL PF-10 - To make urban services available to those lands, which under the Land Use Element, are proposed for development in the foreseeable future.

Objective: To ensure there are adequate public services (sewer, water, fire, police and recreation) available to accommodate development as it occurs.

Program 10-A: The City will develop fees and procedures to maintain a reasonable level of

services based on projected demand, and ensure that new development does not place an undue burden upon existing public services.

Program 10-B: The City may modify, phase or deny projects to prevent overdevelopment of public facilities and systems in advance of demand to ensure that no inequitable financial burden is imposed on current users.

Program 10-C: Consider programs to reduce impacts on public facilities from new development. This could include off-site improvements, over sizing of water and sewer lines, impact fees and connection fees, and reimbursement agreements for extending facilities beyond the project (or over sizing).

Program 10-D: Prepare a Capital Improvement Plan, which identifies the needed improvements based on growth projections.

Program 10-E: The City should explore opportunities for development of a neighborhood park of 1-3 acres in the eastern section of the community to serve existing and future development in that area.

Program 10-F: City Hall should be remodeled to more effectively accommodate the needs of administrative staff and to make the building handicapped accessible.

Conservation Element

Goal CO-11 - To ensure a balanced environment where physical development can occur with minimal adverse effect on the natural resources of the area.

Objective: Etna contains natural creeks, drainage ways, wetlands and floodplains within the City and timber and agricultural uses immediately adjacent to City. It is the objective of this goal to recognize the need to protect and enhance these resources as development proposals are reviewed.

Program 11-A: Encourage development in areas of least environmental sensitivity, and the use of environmentally innovative techniques in any new development.

Program 11-B: Require measures to mitigate erosion and water pollution on earth disturbing

activities. Best management practices shall be incorporated into all development approvals.

Program 11-C: To protect agricultural or timber uses adjacent and outside of the City from urban impacts, projects located adjacent to such lands shall provide adequate fencing between the urban and agricultural use to discourage trespass. Additionally, a "right to farm" notice shall be recorded with any property created adjacent to agricultural and timber uses to advise future owners of the potential impacts that may occur from the adjacent use.

Goal CO-12 - Protect the high quality of air and water resources consistent with adopted state and federal standards.

Objective: The objective of this goal is to work with development to ensure that their contribution to air quality, particularly dust, is kept as low as possible.

Program 12-A: Through the project review process, minimize adverse effects on the community of odor and emissions generated by industrial uses and grading activities.

Program 12-B: Work with Siskiyou County Air Quality Management District in efforts to maintain air quality standards and to minimize air quality impacts associated with new development.

Program 12-C: Where practical, during the rehabilitation of houses under the Community Development Block Grant program, require the replacement of wood stoves as the main heat source with a heating source that will have less impact on the PM₁₀ standard.

Goal CO-13 - Preserve all outstanding areas of natural vegetation and fish or wildlife habitat.

Objective: Only a few areas exist within the City with natural habitat for fish and wildlife. However, those few wetlands, creeks, and drainage areas should be protected when practical. It is the objective of this goal to consider fish and wildlife habitat during project reviews, and when practical accommodate these features into the project.

Program 13-A: Provide for protection of all identified rare or endangered species in the area through project review.

Program 13-B: During project review retain all stream influence areas in their natural condition, including riparian vegetation.

Open Space Element

Goal OS-14 - To preserve and enhance open space lands, maintaining the natural character of the City of Etna.

Objective: Even though open space in a small community is not as critical as it may be in a larger urban area, even small open spaces scattered throughout the City benefit the community, adding to its character and livability. It is the objective of this goal to maintain open space where possible to maintain and enhance the small community environment.

Program 14-A: Encourage both public and private ownership and maintenance of open space land.

Program 14-B: Support state or local property tax incentives that would allow property owners to preserve their land as open space.

Program 14-C: Protect productive agricultural and timberland through buffers from sensitive uses as a means to prolong the economic use of this open space.

Program 14-D: Protect natural areas along creeks and drainages by creating setbacks from riparian environments and incorporating the creek into project design.

Goal OS-15 - Continue to improve the beauty of the City.

Objective: Etna is an attractive community with well-maintained homes and yards. This feature is attractive to new residents and makes the community more enjoyable and pleasant for existing residents. It is the objective of this goal to continue to improve the appearance of the City.

Program 15-A: Work to develop scenic and/ or landscape greenbelt corridors along State Highway 3.

Program 15-B: Utilize code enforcement as a means to eliminate property deterioration, and accumulation of trash and junk that negatively impacts adjacent property and beauty of Etna.

Program 15-C: Modify the Zoning Ordinance to require landscaping in commercial and industrial parking lots.

Program 15-D: Require street trees to be provided in new development, and encourage citizens to provide street trees on those streets where street trees do not exist.

Program 15-E: Maintain sign standards in the Zoning Ordinance which will keep signs in scale with a small community, and whenever possible, compliment the City's historic theme.

Transportation Element

Goal TR-16 - To maintain a transportation system that provides for the social, economic and environmental well-being of the residents of the plan area.

Objective: Transportation facilities in Etna are provided by the State, County and the City, and are vital to the development of the community. While significant changes to the existing system are not expected during the life this Plan, it is the objective of this goal to ensure that new development will not result in a decline in the effectiveness of the existing system.

Program 16-A: Support long range plans for improvement of major roads by Siskiyou County and California Department of Transportation.

Program 16-B: Existing roads should be maintained at a level which ensures that they are safe, efficient and economical.

Program 16-C: New streets to serve developing areas should be adequate in size and design to support the new construction, as well as future development.

Program 16-D: New development projects shall dedicate adequate rights-of-way to allow for construction of roadways and utilities as follows: (Note: Table 32 is not included in the General Plan Annual Progress Report.)

Program 16-E: Existing Local Collector streets may eventually be fully improved with curb, gutter, sidewalk and a minimum paving width of 36-40 feet.

Program 16-F: Require curb and gutter on any existing development where significant improvements to the property and structures are made. The exception may occur when the project is located in a block, which is entirely developed and no other curbs exists, and further, the likelihood of ever having a full curb and gutter system in the affected block is unlikely.

Program 16-G: Control access points to Highway 3, and require turning lanes at access points as a means to maintain safety and road capacity.

Program 16-H: As resources permit, the City shall work to enhance the visual appearance of both pedestrian and vehicular routes.

Program 16-I: The City may establish fees, assessment districts, reimbursement agreements or other mechanisms to either pay for or reimburse construction of roadways and roadway improvements and parking.

Program 16-J: New development shall provide adequate off-street parking spaces to accommodate parking demands generated by the use.

Program 16-K: When practical, parking lot and service drives of adjacent commercial uses shall be designed to connect and allow traffic to travel from one commercial use to an adjacent one without using public streets.

Program 16-L: During development of the preliminary City budget each year, the street superintendent shall present an improvement program for City streets.

Goal TR-17 - Provide safe, convenient and attractive routes for pedestrian and bicyclists of all ages throughout Etna.

Objective: Pedestrians and bicyclists are an important part of the City circulation system. Walking and bicycling are important activities for the youth and old alike as they travel about the community as a means to improve their health, or as a means to easily get around the community without the use of an auto. The objective of this goal is to encourage this activity in a safe and effective manner.

Program 17-A: Require new development to include sidewalks, trails, paths, or other pedestrian routes, connecting to existing or proposed City improvements.

Program 17-B: The City may seek grants for pedestrian and bicycle improvements in established areas. These improvements shall be prioritized in the following order:

- a. Projects which increase safety for children traveling to and from school.
- b. Projects which remove barriers to handicapped individuals.
- c. Projects which increase overall convenience and safety for pedestrians and bicyclists.
- d. Projects which are primarily designed for recreation purposes.

Program 17-C: The City may require development projects to dedicate right of way and/or to construct pedestrian and bicycle facilities when such action is consistent with an adopted trail or bike plan.

GOAL TR-18 - Encourage and enhance public transit to and within Etna.

Objective: Public transit provides an opportunity for efficient use of roads, allows an affordable alternative to car ownership, and reduces air quality impacts. The objective of this goal is to expand public transit services such as provided by STAGE to citizens of Etna.

Program 18-A: The City shall encourage the use of public transportation and will promote the expansion of such services within the community.

Program 18-B: When appropriate, the City shall incorporate transit facilities such as bus turnouts and shelters into new and reconstructed roadways and private development.

Noise Element

GOAL NS-19 - To protect the health and safety of the residents of the City by providing an environment free from excessive noise.

Objective: The basic objective of this goal is to separate residential and other noise sensitive uses from activities generating excessive noise.

Program 19-A: Zone districts that permit noise sources that could affect adjacent residential use

should contain standards that will reduce the effect of noise at the property line to acceptable standards.

Program 19-B: The impact of traffic noise on residential areas should be considered in land use planning decisions and noise reduced to the standards shown on the following Table 9. It is the responsibility of the applicant/developer to show through an acoustical analysis that the proposed project will meet these standards.

Program 19-D: New noise sensitive uses and new noise generating uses have the responsibility of

meeting the standards in Table 34 below. *(Note: Table 34 is not included in the General Plan Annual Progress Report.)*

Program 19-E: Noise reduction techniques may include but not be limited to sound insulation, dual pane windows, building orientation, setbacks, fencing and earth mounds.

Program 19-F: The City shall require a professionally prepared noise analysis when noise appears to be a development issue. It shall be the responsibility of the project applicant to show compliance with the standards of this Element.

Because it has been almost 18 years since adoption of the General Plan, the City has made good progress addressing many of the programs listed above. A few examples include: remodeling City Hall to make the building handicapped accessible (Program 10-F); working with the Siskiyou Local Transportation Commission to incorporate planned roadway improvements into the Regional Transportation Plan and working with Caltrans to identify needed improvements to SR 3 (Program 16-A); constructing an additional 200,000-gallon water tank (Program 9-B); and participating with the County in development of the current emergency services plan (Program 8-A). Further, many of the General Plan programs are implemented on an ongoing basis in the daily operations of the City, such as Program 16-B which provides for roads to be maintained at a level where the roads are safe, efficient, and economical, and Program 6-A, which requires that all proposed developments be reviewed for fire safety standards by the Fire Chief.

In addition, with this being an annual report, it is worth noting at least a few of the activities undertaken in 2022 in furtherance of the General Plan. In 2022, the City of Etna: adopted Ordinance 223 to facilitate mixed-use developments and allow residential uses by right in the Central Commercial zoning district when residential use occurs above or below street level (Policy HE.1.1); represented its interests on the Scott Valley Sustainable Ground Water Advisory Committee (Goal CO-12); approved a use permit for construction of a new office building on Commercial Street (Programs 1-B and 1-C); applied for Permanent Local Housing Allocation Program funds, which would be combined with allocations for other jurisdictions to construct a homeless shelter in Yreka (HE.1.2.4); banned fireworks during the summer months (Goal SF-6); was awarded grant funds to purchase a pool cover and install an additional shade structure with roof-mounted solar at the Dottie Olsen Community Pool (Program 5-B); the City updated its Water Conservation and Outreach Plan (Goal PF-10 objective); and the City began its update of the General Plan Housing Element.

Regional Housing Needs Summary

Pursuant to Government Code Section 65584, HCD developed a Regional Housing Needs Plan (RHNP) for Siskiyou County. At the time the last RHNP was developed, HCD identified a need to accommodate 10 new residential units in the City of Etna over a 5-year period (January 1, 2014 to June 30, 2019), or two new residential units per year. Since that time, however, the City's planning period has been extended from five years to eight, and then further extended, and the next Housing Element is now due in 2023. To ensure sufficient housing opportunities for all income levels in the City, HCD further divided these six units amongst the various economic groups identified in **Table 2** below.

Table 2
Summary of the City's Regional Housing Needs: 2014-2023

Economic Group	New Construction	Rehabilitation
Extremely Low Income	1	0
Very Low Income	2	2
Low Income	2	3
Moderate Income	2	0
Above Moderate Income	3	0
TOTAL:	10	5

Notes: The City has not established an objective for the preservation of affordable housing, as there are no units at risk of conversion during the current planning period.

While the City has little control over the physical construction of dwelling units to satisfy the City's share of regional housing needs, the City must ensure that it has sufficient properly zoned land to accommodate its share of housing needs should development be proposed. If the City did not have sufficient vacant land to accommodate its share of regional housing needs at the time the Housing Element was most recently updated, the City would likely have been required to adopt a program to rezone sufficient land to meet the projected shortfall in order to have a state-certified housing element. The City, having adequate vacant land to meet its regional housing needs, was not required to adopt such a program and, therefore, no parcels have been rezoned to accommodate regional housing needs as a result.

For the purpose of assessing the progress that has been made to satisfy projected housing needs for each economic group identified in **Table 2**, new housing opportunities are evaluated annually based upon an analysis of entitlements or building permits issued during the prior year. In addition, in order to determine which economic groups potentially benefit from new housing opportunities, it is necessary to define the various groups based upon State Income Limits and to establish a maximum housing affordability for each group based upon these limits (see **Table 3** below). To determine the number of new housing units that are affordable to each income level, the estimated rent or property value, as determined by building permit and assessor data (if owner occupied) or sale price (if sold), is compared with the maximum monthly housing affordability or maximum affordable purchase price shown in **Table 3** below.

Table 3
2022 State Income Limits and Home Affordability for the Various Economic Groups

Economic Group	Maximum Annual Income ^{1,2}	Maximum Monthly Housing Affordability ^{3,4}	Maximum Affordable Purchase Price ⁵
Extremely Low Income	\$27,750	\$208	\$47,000
Very Low Income	\$38,950	\$486	\$96,680
Low Income	\$62,300	\$1,090	\$146,330
Moderate Income	\$93,650	\$3,004	\$291,150

¹ Median Income = \$80,300 per HCD

Extremely Low Income = 30% of Median Income

Very Low Income = 50% of Median Income

Low Income = 80% of Median Income

Moderate Income = 120% of Median Income

² Adjusted per HUD's FY 2022 income limits briefing materials

³ Extremely Low Income = $\$27,750 \times 0.30 \times 0.30/12$

Very Low Income = $\$38,950 \times 0.3 \times 0.50/12$

Low Income = $\$62,300 \times 0.3 \times 0.7/12$

Moderate Income = $\$93,650 \times 0.35 \times 1.1/12$

⁴ The formulas used to ascertain the maximum monthly housing affordability were determined using the criteria outlined in Sections 50052.5 and 50093 of the California Health and Safety Code.

⁵ The maximum affordable purchase price was determined using the affordability calculator published by the Department of Housing and Community Development, which assumes that buyers could qualify for a 30-year, 6.94 percent fixed-rate mortgage with a 3.5% down payment in 2022.

During the current planning period (i.e., since January 1, 2014), there have been three new housing units added to the City's housing stock. One was issued a building permit in 2014, another in 2017, and one in 2019. The City Council approved a use permit for a dwelling in 2021 (allowed by right, but use permit

needed to address building height) and the building permit was issued in 2022, however, the unit has not yet been relocated into the City. Additionally, a building permit was issued in 2022 for an accessory dwelling unit, but the unit has not yet been constructed. Based on the data and formulas in **Table 3** above, two of the three new housing units would be considered affordable to individuals with moderate household incomes and one unit would be considered affordable to individuals with low household incomes. There were no other applications for housing development received in the prior year, nor have there been any other units that have been issued a completed entitlement, building permit, or a certificate of occupancy during the current housing element cycle. In addition, no dwelling units have been conserved through the City's housing rehabilitation program during the current planning period.

Conclusion

The City of Etna implements the General Plan in the regular administration of City business, on a project-by-project basis, and in the decisions of the City Council. Further, on an ongoing basis since August 2016 when the Housing Element was updated, the City has implemented a number of Housing Element programs and the City has seen the addition of three new dwelling units. The three dwelling units added represent 100 percent of the City's goal for moderate-income housing and 50 percent of the City's goal for low-income housing for the current planning period. Details of needed updates to the General Plan are provided in **Attachment A** and the City's progress towards implementing the Housing Element programs are provided in **Attachment B**.

Lastly, due to the time that has elapsed since the City's General Plan was last updated and the need to amend the General Plan consistent with state law, the City Council applied for and received SB 2 and LEAP grant funding from the California Department of Housing and Community Development to update the General Plan.

Suggested Motion

I move that we adopt Resolution 2023-003 accepting the 2022 General Plan Annual Progress Report with attachments and approving transmittal of the report to the Governor's Office of Planning and Research and the Department of Housing and Community Development.

Attachments

- A. General Plan Update Needs
- B. Housing Element Program Implementation
- C. Draft Resolution 2023-003, A Resolution of the City of Etna City Council Accepting the 2022 General Plan Annual Progress Report and Approving the Transmittal of the Report to the Governor's Office of Planning and Research and the California Department of Housing and Community Development

ATTACHMENT A – GENERAL PLAN UPDATE NEEDS

Attachment A – General Plan Update Needs

Task 1: Amend Conservation and Safety Elements to Address Flooding Pursuant to Government Code § 65302(d)(3) and 65302(g)(2)

To comply with state law, the Conservation Element must be reviewed and updated as needed to identify rivers, creeks, streams, flood corridors, riparian habitats, and land that can accommodate floodwater for purposes of groundwater recharge and stormwater management. In addition, the Safety Element must be updated pursuant to Government Code Sec. 65302(g)(2) to identify information regarding flood hazards, including:

- Flood hazard zones;
- NFIP maps published by FEMA;
- Information about flood hazards available from USACE;
- Designated floodway maps;
- Dam failure inundation maps;
- Floodplain Mapping Program maps and 200-year flood plain maps from DWR, if available;
- Maps of levee protection zones;
- Areas subject to inundation in the event of the failure of levees or floodwalls;
- Historical data on flooding, including locally prepared maps of areas that are subject to flooding, areas that are vulnerable to flooding after wildfires, and sites that have been repeatedly damaged by flooding;
- Existing and planned development in flood hazard zones, including structures, roads, utilities, and essential public facilities; and
- Local, state, and federal agencies with responsibility for flood protection, including special districts and local offices of emergency services.

Based on the information identified above, the goals, policies, objectives, and implementation measures of the Safety Element will need to be updated to protect the community from unreasonable risks of flooding and accomplish the following:

1. Avoid or minimize the risks of flooding to new development;
2. Evaluate whether new development should be located in flood hazard zones and identify construction methods or other methods to minimize damage if new development is located in flood hazard zones;
3. Maintain the structural and operational integrity of essential public facilities during flooding;
4. Locate, when feasible, new essential public facilities outside of flood hazard zones; and
5. Establish cooperative working relationships among public agencies with responsibility for flood protection.

While some of these items are presently included in the Safety Element, most are not and will need to be incorporated into the General Plan accordingly.

Task 2: Amend Safety Element to Address Fire Hazards Pursuant to Government Code § 65302(g)(3)

To comply with state law, the Safety Element will need to be reviewed and updated as necessary

Attachment A – General Plan Update Needs

to address fire risks associated with lands designated as State Responsibility Areas and Very High Fire Hazard Severity Zones. As required by state law, this review will need to consider advice included in the Office of Planning and Research's "Fire Hazard Planning, General Plan Technical Advice Series" as well as the following information:

- Fire hazard severity zone maps available from Cal Fire;
- Historical data on wildfires available from local agencies or a reference to where the data can be found;
- Information about wildfire hazard areas from the United States Geological Survey;
- General location and distribution of existing and planned uses of land in very high fire hazard severity zones and in state responsibility areas, including structures, roads, utilities, and essential public facilities; and
- Local, state, and federal agencies with responsibility for fire protection, including special districts and local offices of emergency services.

Based on the information identified above, the Safety Element will need to be reviewed and updated as appropriate with goals, policies, objectives, and implementation measures for the protection of the community from the unreasonable risks of wildfire and to accomplish the following:

1. Avoid or minimize the wildfire hazards associated with new uses of land;
2. Locate, when feasible, new essential public facilities outside of high fire risk areas or identify construction methods or other methods to minimize damage if these facilities are located in a state responsibility area or very high fire hazard severity zone;
3. Design adequate infrastructure if a new development is located in a state responsibility area or in a very high fire hazard severity zone, including safe access for emergency response vehicles, visible street signs, and water supplies for structural fire suppression; and
4. Work cooperatively with public agencies with responsibility for fire protection.

Similar to flooding, some of these items are presently included in the Safety Element; however, most are not and will need to be incorporated accordingly.

Task 3: Amend Safety Element to Address Fire Hazards Pursuant to Government Code § 65302(g)(1)

To comply with state law, the Safety Element will also need to be reviewed and updated as necessary to address:

- Evacuation routes;
- Peak load water supply requirements; and
- Minimum road widths and clearances around structures as those items relate to identified fire and geological hazards.

All of these items are currently lacking from the Safety Element and will need to be incorporated accordingly.

Attachment A – General Plan Update Needs

Task 4: Amend Land Use Element to Address Disadvantaged Unincorporated Communities Pursuant to Government Code § 65302.1

To comply with state law, the Land Use Element must be reviewed and updated as necessary to address any disadvantaged unincorporated communities (DUCs) located within or adjacent to city limits, including an analysis of water, wastewater, stormwater drainage, and structural fire protection needs or deficiencies for any such communities. DUCs are defined as “an area of inhabited territory located within an unincorporated area of a County in which the annual median household income is less than 80 percent of the statewide median household income.” State law considers an area with 12 or more registered voters to be an inhabited territory. The effect of DUCs on the City is of importance when amending the Sphere of Influence and when annexing territory into the City.

Task 5: Amend Safety Element to Address Climate Adaptation and Resiliency Pursuant to Government Code § 65302(g)(4)

State law requires that upon the next revision of the local hazard mitigation plan, which the City recently incorporated into the General Plan Safety Element, the City is required to review and update the Safety Element as necessary to address climate adaptation and resiliency strategies applicable to the City. This includes developing a vulnerability assessment that identifies the risks that climate change poses to the city and the geographic areas at risk from climate change impacts. This work will be completed over the next year as part of a Local Early Action Planning (LEAP) grant obtained by the City.

Task 6: Amend Various Elements of the General Plan to Address Environmental Justice Considerations Pursuant to Government Code § 65302(h)(2)

Because the City will be amending multiple elements of the General Plan concurrently in order to bring the General Plan into conformity with state law, state law requires that the City adopt an environmental justice element or integrate environmental justice goals, policies, objectives, and implementation measures in other elements of the General Plan to accomplish the following:

- Reduce the unique or compounded health risks in disadvantaged communities by means that include the reduction of pollution exposure and improvement of air quality and that promote public facilities, food access, safe and sanitary homes, and physical activity;
- Promote civil engagement in the public decision-making process; and
- Prioritize improvements and programs that address the needs of disadvantaged communities.

Similar to integration of climate change information, environmental justice concerns will be integrated into the General Plan over the next year as part of a LEAP grant obtained by the City.

ATTACHMENT B – HOUSING ELEMENT PROGRAMS

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Etna		
Reporting Year	2022	(Jan. 1 – Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
HE 1.1.1	As developers inquire locally about potential residential development projects, they will be advised of the need for affordable housing in the City, especially in the form of multifamily housing.	2014-2019 – as inquiries are made for potential housing development	The City received only a single inquiry from a developer during the current planning period. This occurred at the end of 2017 and the individual was proposing to develop a pair of duplexes for senior living in close proximity to downtown; however, the Individual ultimately decided to postpone the project and no application has yet been submitted.
HE.1.1.2	The City will encourage the development of affordable housing by maintaining low fee requirements. When fee increases are deemed necessary, lower fees will be maintained, whenever possible, for affordable housing projects.	2014-2019 – as inquiries are made for potential housing development	The City continues to maintain low fee requirements and only raises its fees as needed to ensure adequate cost recovery.
HE.1.1.3	Upon submittal of residential development plans, the City will encourage and support those plans which include lower income housing in areas appropriate to the needs and desires of the population it would serve. "Encourage and support" as used herein means: - Give priority to processing of affordable housing projects, taking them out of submittal sequence if necessary to receive an early hearing date; - Consider spreading development fee costs over a 3-5 year payment period to help reduce initial impact, at time of project review; - Provide density bonus or other concessions in accordance with Government Code § 65915; - Allow phasing of infrastructure whenever possible at time of project review; and - Any other action on the part of the City which will help to keep development costs to a minimum. - Contact affordable housing developers and affordable housing advocates in the area about the potential for housing in Etna.	2014-2019 – Contact housing developers / advocates every two years.	The City supports the development of affordable housing, however, it is difficult to attract housing developers to Siskiyou County and there has not been any housing proposed in the city during the current planning period other than three single-family dwellings, all of which were approved. Because of this, the City has not had an opportunity to encourage and support the development of affordable housing during the current planning period as much as it would prefer.
HE.1.1.4	Pursuant to Government Code §65589.7, the City will develop specific procedures to grant priority sewer and water service to those residential developments that include units affordable to lower income households. Additionally, the City will continue to maintain adequate sewer and water services, as well as plan for the expansion of these services, as may be necessary to accommodate a growing population.	1/1/2017	Because there has been so little development activity in the City over the past eight years, all projects receive "priority" service. Nevertheless, pursuant to Government Code Sec. 65589.7, the City will be developing specific procedures to grant priority sewer and water service to those residential developments that include units affordable to lower-income households.
HE.1.1.5	To assist in the development of housing affordable for lower-income persons, the City will annually contact nonprofit housing sponsors and support or pursue funding applications.	Annually	The City is interested in engaging with a developer of affordable housing, however, there are no nonprofit housing sponsors that regularly operate in Siskiyou County. The nearest is the Community Housing Improvement Program out of Chico, but projects are limited to Butte, Glenn, Tehama, Shasta, Sutter, Yuba, and Colusa counties. Recently the DANCO Group out of Humboldt County approached the City of Mt. Shasta about developing an affordable housing project, so as more housing providers become engaged in Siskiyou County's housing needs, it is hoped that the City will be able to work with one to create new housing opportunities in Etna.

HE.1.2.1	In order to help meet the needs of extremely low-income persons and households, the City will prioritize funding and/or offer financial incentives or regulatory concessions to encourage the development of single-room occupancy units and/or other units affordable to the extremely low-income, such as supportive and multifamily. The City will contact housing advocates for extremely low income household in the area about the potential for developing housing in Etna.	Every two years	No single-room occupancy units or other units affordable to extremely low-income households has been proposed during the current planning period.
HE.1.2.2	In order to help meet the needs of large families, the City will offer financial incentives and/or regulatory concessions for the development of multifamily housing that includes affordable four- and five-bedroom units.	Ongoing	There have not been any multifamily housing projects proposed during the current planning period with which to offer incentives or regulatory concessions for the development of housing for large family households.
HE.1.2.3	In order to meet the need of persons with disabilities, including developmental disabilities, continue to allow Group Care Facilities for six or fewer persons in all residential zones including single-family zones in compliance with Health and Safety Code Sections 1267.8, 1566.3, and 1569.08.	Ongoing	The City continues to allow group care facilities for six or fewer persons in all residential zones including single-family zones in compliance with Health and Safety Code Sections 1267.8, 1566.3, and 1569.08.
HE.1.2.4	The City will contact and work with housing providers to ensure that special housing needs are addressed for seniors, large families, female-headed households, single-parent households with children, persons with disabilities and developmental disabilities, and homeless individuals and families. Seek to meet these special housing needs through a combination of regulatory incentives, zoning standards, new housing construction programs, and supportive services programs. In addition, the City may seek funding under the federal Housing Opportunities for Persons with AIDS, California Child Care Facilities Finance Program, and other state and federal programs designated specifically for special needs groups such as seniors, persons with disabilities, and persons at risk for homelessness.	Every two years	The City supports the development of special needs housing and housing for all members of the community. Unfortunately, due to limited staff resources, the City has not been able to develop regulatory incentives, new housing construction programs, and supportive services programs for special needs households. The City did, however, allocated its PLHA funding for the current cycle to development of a shelter in Yreka to better serve Siskiyou County residents. And in 2015, the City adopted Ordinance 216 to provide individuals with disabilities reasonable accommodations in the rules, practices, and procedures to ensure that housing for these persons is not inhibited.
HE.1.3.1	Coinciding with the annual General Plan Progress Report, the City will continue update and review the inventory of vacant residential land in the City and amend zoning and land use designations, as necessary, to ensure an adequate supply of vacant land to accommodate the City's share of regional housing needs.	Annually congruent with General Plan Annual Progress Report	With only three new units developed during the current planning period, there have been few changes to the City's inventory of vacant land since adoption of the Housing Element. The City remains capable of accommodating its share of regional housing needs for the 2014-2022 planning period.
HE.2.1.1	Continue to review the effectiveness of the Zoning Ordinance and make revisions if it is found that provisions of the ordinance are creating unusual constraints on the affordability and availability of housing.	Biannually	The Zoning Ordinance was recently reviewed and evaluated by staff with the finding that it does not pose a significant constraint to the development of affordable housing. However, it is recommended that to better facilitate the development of affordable housing, the City should permit more than four multifamily units in the R-3 without a use permit.
HE.2.1.2	The City will remove the conditional use permit required for proposed multifamily developments to determine whether the process hinders the development of affordable housing.	7/1/2017	The City has not yet removed the conditional use permit requirement for multifamily housing. A planning grant was awarded with which to do so, however, concern was expressed about water supply availability to accommodate new multifamily housing during extended drought conditions. To address this and ensure the program can be implemented safely, the City and HCD amended the planning grant to first prepare a water system engineering analysis.

HE.2.1.3	Persons with disabilities, including developmental disabilities, have been identified by the state as a special needs group and thus actions must be taken to ensure that housing for these persons is not inhibited due to Etna's housing policies and practices. The City will evaluate whether there are constraints on the development, maintenance, and improvement of housing intended for persons with disabilities. The analysts will include a monitoring of existing land use controls, permit and processing procedures, and building codes. If any constraints are found in these areas, the City will initiate actions to address these constraints, including removing the constraints or providing reasonable accommodation for housing intended for persons with disabilities. Upon completion of the evaluation, the City will adopt a reasonable accommodation procedure.	Review Zoning Ordinance for constraints to housing for disabled persons. Adopt a reasonable accommodation ordinance by July 2017.	In 2015, the City adopted Ordinance 216 providing individuals with disabilities reasonable accommodations in the rules, practices, and procedures to ensure that housing for these persons is not inhibited. Further, the City has not identified any potential conflicts with fair housing laws or hardships for persons with disabilities in its building or zoning codes.
HE.3.1.1	Continue to inform residents of their rights under fair housing law by posting and maintaining notices at City Hall, the Police Department, and the Etna Branch Library regarding the availability of a fair housing information and referral contact at City Hall. The notice will include the name and phone number of the contact person within the City of Etna (i.e., the City Clerk) and any other information deemed relevant by the City Council. Refer known incidents of discrimination in the sale or rental of housing and lending practices to the Siskiyou County District Attorney and the Office of Fair Housing and Equal Opportunity at the U.S. Department of Housing and Urban Development for action.	Ongoing	Notices are posted at City Hall, the Police Department, and library, however, there have been no instances of housing discrimination reported to the City during the current planning period.
HE.3.1.2	Zoning Ordinance Section 17.36.040 Action by the Council discusses the requirements for granting a conditional use permit in the City. The City will revise Section 17.36.040 to remove the word "morals" from the findings requirement as this wording is considered to be ambiguous and as such could be discriminatory.	Revise Zoning Ordinance by July 2017	The City has not yet removed the word "morals" from Sec. 17.36.040; however, the wording will be removed during the next zoning text amendment.
HE.4.1.1	With a goal of assisting five households over the next four years, the City will strive to preserve low- and moderate-income housing through implementation of the Housing Rehabilitation Program. Rehabilitation, energy conservation and weatherization program information for existing housing will be disseminated by publicizing these programs through handouts available at public locations, as well as through the City newsletter.	2015-2019; Posting continuous, newsletter twice per year	Information regarding the housing rehabilitation program is made available at City Hall and the City periodically includes this information in mailings to residents, however, there have been no homes assisted during the current planning period.
HE.4.1.2	As a means of maintaining safe and decent housing, as well as respond to complaints and obvious code violations, the City will develop and implement a code enforcement program as soon as funding becomes available.	As funding becomes available; continuous upon complaint or other evidence of a hazard	The City hired a community service officer in 2016 and, in addition to other law enforcement duties, this individual serves as the code enforcement officer for the City.
HE.4.1.3	The removal of dilapidated housing will be encouraged, using CDBG funds where possible, to offset the cost of replacement housing.	Ongoing	No dilapidated housing was removed in 2022 with the assistance of CDBG funds.
HE.4.1.4	In order to determine current housing rehabilitation and replacement needs, the City shall apply for CDBG funding and complete a housing conditions survey prior to the next Housing Element update.	Apply for grant funding prior to January 2017 and complete housing conditions survey prior to June 2018	The City has not yet obtained funding for a housing conditions survey.

HE.4.2.1	The City will encourage owners of historic residential structures to nominate their dwelling for inclusion in the National Register of Historic Places, as well as assist in the application procedures for the inclusion of structures on the National Register. Provide annual City recognition of well-done rehabilitated historic dwellings.	Ongoing	No owners of historic properties have nominated their structures for inclusion in the National Register of Historic Places during the current planning period.
HE.4.2.2	The City will encourage the innovative reuse of historical structures through the Conditional Use Permit process, allowing those uses that help to preserve the structure without negatively impacting existing neighborhoods.	Upon submittal of appropriate applications	To better facilitate reuse of historic structures in the Central Commercial (C-1) zoning district, the City adopted Ordinance 223 on Feb. 22, 2022, which allows mixed-use developments and residential use by right in the C-1 when the residential use occurs above or below street level.
HE.5.1.1	In order to ensure consistency with the City's General Plan and adopted long-term goals, policies and objectives for housing and related development, the City shall coordinate with Siskiyou County to address development being proposed within the City's sphere of influence.	Continuous	There has been no development proposed in the City's sphere of influence during the current planning period.
HE.5.1.2	The City will petition owners of property proposing residential subdivisions in the City's sphere of influence, as well as the Siskiyou County Planning Commission, Board of Supervisors and Local Agency Formation Commission, to annex these properties into the City prior to development.	Continuous	There have been no proposed residential subdivisions in the City's sphere of influence during the current planning period.

ATTACHMENT C – DRAFT RESOLUTION 2023-003



City of Etna

Resolution Number: 2023-004

RESOLUTION OF THE CITY OF ETNA AUTHORIZING OVERTIME AND PORTAL TO PORTAL PAY FOR OUTSIDE ASSIGNMENTS, REGULAR, PART-TIME & ON CALL NON-BENEFITED EMPLOYEES

WHEREAS, the City of Etna Ambulance Department is a public agency located in the County of Siskiyou, State of California, and

WHEREAS it is the City's desire to provide fair and legal payment to all its employees for time worked; and

WHEREAS, the City has in its employ, Police Officers, Firefighters, Paramedics and EMT's; and

WHEREAS the City will compensate its employees portal to portal while in the course of their employment and away from their official duty station (if applicable) and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response; and

WHEREAS the City will compensate its employees a set wage in accordance with their current Memorandum of Understanding while in the course of their employment and away from their official duty station (if applicable) and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

NOW THEREFORE BE IT RESOLVED that the conditions set forth in this resolution, as stated above, take effect upon adoption by the City Council.

PASSED AND ADOPTED by the City of Etna of the County of Siskiyou, State of California, this 27th day of March 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Cliff Munson, Mayor

ATTEST:

Adam Cox, City Manager

Grants:

Samantha Hess has submitted a grant to the McConnell Foundation for a second stair chair and other medical equipment. She has started working on the SAFER grant that opened 02/13.

Ambulances:SSV Regional EMS AuthorityFebruary Numbers

Total: 46 Billable: 29	Etna:12 Fort Jones: 10 SV: 24	ALS: 20	BLS: 2	CXL: 8	CCP: 2	AMA/ ALS Assessment: 3	AMA/ BLS Assessment: 3	AMA/ not billable: 2	Missed: 5	BLSD: 1
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There were no rendezvous' with M11 or MSAS ambulance this month.

The missed calls were on days that either no one else was available to respond with me or I was out of the area and it was solely volunteer status.

There were 6 days without calls.

There were 35 calls in February 2022

Misc

My sister will be visiting from March 22 – 28 and I will be unavailable.

UPCOMING EVENTS:

PHTLS (Prehospital Trauma Life Support) certification class is scheduled at the ambulance station in April.

CPR classes will start up for the public soon.

Planning ongoing for the Scott Valley MCI Training Drill May 7.

First on the Scene class is being advertised on social media and flyers being put up. This will be held during EMS Week, May 23 from 5-9pm at the EMS station.



City of Etna

Agenda Request

Date of Meeting: ~~3.24.23~~ 3/27/23

Spokesperson(s): First 5 Siskiyou

Is this for Discussion ☐ or are you requesting an Action ☐

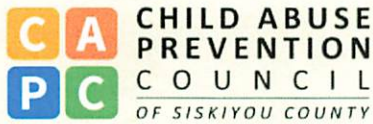
Subject/Request: Child Abuse Prevention Proclamation Adoption

Please provide a description of the request and attach supporting documentation:
Adopt 2023 Collaborative Proclamation. Read Proclamation.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



April 2023: The Siskiyou Child Abuse Prevention Council Collaborative Proclamation

- Whereas**, children are vital to Siskiyou County's prosperity and future success;
- Whereas**, child abuse, rape, sexual assault and sexual harassment impact our society;
- Whereas**, all children deserve to live in safe, stable and nurturing homes and communities to become healthy adults;
- Whereas**, child abuse, neglect and sexual assault prevention is a community responsibility affecting both the current and future generations;
- Whereas**, research has shown the enormous impact that positive parenting practices can have on a child's social, emotional, and intellectual development and future success:
- Whereas**, communities that understand the importance of prevention and support for the well-being of citizens, thrive and prosper;
- Whereas**, effective child abuse and sexual assault prevention succeed because of partnerships among citizens and all sectors of the county;
- Whereas**, April is the month to focus public attention on the needs of young children, and prevention of sexual assault;
- Whereas**, with leadership, dedication, and encouragement, there is evidence that we can be successful in preventing child abuse and sexual violence in Siskiyou County;
- Therefore**, we hereby proclaim April as Child Abuse Prevention and Sexual Assault Awareness Month—as well as April 15th–21st, 2023 as Week of the Young Child. We call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in efforts to support families, thereby preventing child abuse and strengthening families in the communities in which we live.

Cliff Munson
City of Etna , Mayor

Date



City of Etna

Agenda Request

Date of Meeting: ~~3-24-23~~ 3/27/23

Spokesperson(s): Adam Cox

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Ordinance 225 - Electric Vehicle Charging Stations

Please provide a description of the request and attach supporting documentation:
Adopt Ordinance 225, An Ordinance of the City Council of the City of Etna Adding Chapter 15.14, Electric Vehicle Charging Stations to Title 15, Buildings and Construction, of the Etna Municipal Code.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



CITY OF ETNA STAFF REPORT TO CITY COUNCIL

March 27, 2023

ELECTRIC VEHICLE CHARGING STATIONS - SECOND READING OF ORDINANCE 225

PROJECT SUMMARY: The project is a second reading of Ordinance 225 adding Chapter 15.14, Electric Vehicle Charging Stations, to Title 15, Buildings and Construction, of the Etna Municipal Code to create an expedited, streamlined permitting process for electric vehicle charging stations (EVCS).

RECOMMENDATION: Adopt draft Ordinance 225

ATTACHMENTS: A. Draft Ordinance 225, An Ordinance of the City Council of the City of Etna Adding Chapter 15.14, Electric Vehicle Charging Stations, to Title 15, Buildings and Construction, of the Etna Municipal Code

OVERVIEW

During the City Council's regularly scheduled meeting on December 12, 2022, the Council discussed the proposed adoption of Ordinance 225 to add Chapter 15.14, Electric Vehicle Charging Stations, to the Etna Municipal Code. Ordinance 225 was subsequently introduced for adoption upon a motion by Council Member Gilmore and a second by Council Member Deppen, with the Council voting unanimously to approve a first reading of Ordinance 225 by title only. With the introduction of Ordinance 225 now complete, the ordinance requires a second reading for adoption (see **Attachment A**). Once passed, Ordinance 225 becomes effective 30 days later.

At the December 12th City Council meeting, the future adoption of an electric vehicle charging stations (EVCS) checklist pursuant to AB 1236 and Ordinance 225 was discussed, and a draft EVCS checklist was included as an attachment to the December 12th staff report. Because the City contracts with the County for building services, staff has continued to coordinate with the County to either get the building department to authorize use of the City's draft EVCS checklist or to get the County to prepare and adopt its own EVCS checklist, which could then also be adopted by the City. At present, the County is developing its AB 1236 and AB 970 ordinance and other compliance materials. Once the final checklist has been determined, staff will bring the checklist back to the City Council for adoption in accordance with Ordinance 225 and state law.

ENVIRONMENTAL RECOMMENDATION

As discussed in the December 12th staff report and at the City Council meeting, the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3). A finding to this effect was made by the City Council on December 12, 2022, prior to the introduction of Ordinance 225.

SUGGESTED MOTION

I move that we adopt Ordinance 225, An Ordinance of the City Council of the City of Etna Adding Chapter 15.14, Electric Vehicle Charging Stations, to Title 15, Buildings and Construction, of the Etna Municipal Code.

ATTACHMENT A
DRAFT ORDINANCE 225



City of Etna

ORDINANCE 225

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ETNA ADDING CHAPTER 15.14, ELECTRIC VEHICLE CHARGING STATIONS, TO THE ETNA MUNICIPAL CODE

WHEREAS, California Government Code Section 65850.7 requires that every city and county adopt an ordinance establishing an expedited, streamlined permitting process for electric vehicle charging stations; and

WHEREAS, the City Council recognizes the importance of the creation of an expedited, streamlined, and cost-effective permitting process for electric vehicle charging stations; and

WHEREAS, the City Council desires to facilitate convenient charging of electric vehicles and help reduce the community's reliance on fossil fuels.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Etna does ordain as follows:

SECTION I: Chapter 15.14, Electric Vehicle Charging Stations, is hereby added to Title 15, Buildings and Construction, of the City of Etna Municipal Code to read as follows:

Chapter 15.14 – ELECTRIC VEHICLE CHARGING STATIONS

Sections

15.14.010	Definitions.
15.14.020	Purpose.
15.14.030	Applicability.
15.14.040	Electric vehicle charging station requirements.
15.14.050	Duties of the building official.
15.14.060	Permit review requirements.
15.14.070	Permit application timelines.

15.14.010 Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

“Electric vehicle charging station” or “charging station” means any level of electric vehicle supply equipment station that is designed and built in compliance with article 625 of the California Electrical Code and delivers electricity from a source outside an electric vehicle into a plug-in vehicle.

“Electronic submittal” means the utilization of one or more of either electronic mail, the internet, or facsimile.

“Specific adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete. Feasible methods to satisfactorily mitigate or avoid the specific adverse impact include, but are not limited to, any cost-effective methods, conditions, or mitigations imposed by the city on other similarly situated applications in a prior successful application for a similar permit.

15.14.020 Purpose.

The purpose of this chapter is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations.

15.14.030 Applicability.

This chapter applies to the permitting of all electric vehicle charging stations in the city. Electric vehicle charging stations legally established or permitted prior to the effective date of this chapter are not subject to the requirements of this chapter unless physical modifications or alterations are undertaken that materially change the size, type, or components of an electric vehicle charging station in such a way as to require new permitting. Routine operation and maintenance or like-kind replacements shall not require a permit.

15.14.040 Electric vehicle charging station requirements.

- A. All electric vehicle charging stations shall meet the requirements of the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission regarding safety and reliability.
- B. Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.
- C. Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

15.14.050 Duties of the building official.

- A. All documents required for submission of an electric vehicle charging station application shall be made publicly available on the city's website.
- B. By resolution, the city council shall adopt a checklist of all requirements with which electric vehicle charging stations shall comply to be eligible for expedited review.
- C. The electric vehicle charging station permit process and checklist shall substantially conform to recommendations contained in the most current version of the Plug-In Electric Vehicle Infrastructure Permitting Checklist contained in the Zero-Emission Vehicles in California: Community Readiness Guidebook adopted by the Governor's Office of Planning and Research.
- D. The building official shall allow the electronic submittal of the electric vehicle charging station application.

15.14.060 Permit review requirements.

- A. Review of the permit application shall be limited to the chief building official's review of whether the application meets local, state, and federal health and safety requirements. The application shall be administratively reviewed by the building official as a nondiscretionary permit.
- B. The city shall not condition approval of an application on the approval of an association, as that term is defined by Civil Code Section 4080.

- C. An application for an electric vehicle charging station shall be deemed complete and the permit available for issuance, when the building official determines that the application satisfies all the requirements found in the checklist.
- D. If an application is deemed incomplete, a written plan check correction notice will be available to the applicant within ten (10) working days, detailing all deficiencies in the application and any additional information or documentation required to be eligible for expedited permit issuance shall be given to the applicant for resubmission.
- E. The building official, in consultation with the city clerk, may require an applicant to apply for a conditional use permit if the building official finds, based on substantial evidence, that the electric vehicle charging station could have a specific adverse impact upon the public health and safety. The building official's decision to require a conditional use permit may be appealed by the applicant to the city council pursuant to Section 17.32.020 (Appeals from administrative action).
- F. If a conditional use permit is required, the application for the conditional use permit may be denied if the city council makes written findings, based upon substantial evidence in the record, that the proposed installation would have a specific adverse impact upon the public health or safety and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact. Such findings shall include the basis for the rejection of potential feasible alternatives for preventing the specific adverse impact. The decision of the city council shall be final unless an appeal is filed with superior court of the County of Siskiyou within thirty (30) days after the decision of the city council.

15.14.070 Permit application timelines.

- A. An application for twenty-five (25) or fewer electric vehicle charging stations at a single site shall be deemed complete if after five (5) business days the building official has not found the application to be complete or issued a written deficiency notice containing the following information:
 - 1. Details regarding the changes needed to make the application consistent with the city's electric vehicle charging station permit checklist; and
 - 2. Identification of specific information necessary for the building official to conduct a limited review of whether the project meets all health and safety requirements.
- B. An application for more than twenty-five (25) electric vehicle charging stations at a single site shall be deemed complete if after ten (10) business days the city has not found the application to be complete or issued a written deficiency notice containing the information required pursuant to subsections (A)(1) and (A)(2) of this section.
- C. If not already approved or denied pursuant to the requirements of Section 15.14.060 (Permit review requirements), an application for twenty-five (25) or fewer electric vehicle charging stations at a single site shall be deemed approved twenty (20) business days after it was deemed complete, provided:
 - 1. The city has not made a finding, based on substantial evidence, that the electric vehicle charging station(s) could have a specific adverse impact upon the public health or safety;
 - 2. The city has not required the applicant to apply for a use permit as specified in subsection E of Section 15.14.060 (Permit review requirements); and
 - 3. An appeal has not been made to the city council pursuant to Section 17.32.020 (Appeals from administrative action).
- D. If not already approved or denied pursuant to the requirements of Section 15.14.060 (Permit review requirements), an application for more than twenty-five (25) electric vehicle charging stations at a single site shall be deemed approved forty (40) business days after it was deemed complete if:
 - 1. The city has not made a finding, based on substantial evidence, that the electric vehicle charging station(s) could have a specific adverse impact upon the public health or safety;

2. The city has not required the applicant to apply for a use permit as specified in subsection E of Section 15.14.060 (Permit review requirements); and
3. An appeal has not been made to the city council pursuant to Section 17.32.020 (Appeals from administrative action).

SECTION II: FINDINGS: Because there is not substantial evidence, in light of the whole record before the City, that this ordinance would have a significant impact on the environment, the City Council has determined that this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3).

SECTION III: CONSTITUTIONALITY: If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, or phrase of this ordinance irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases be declared unconstitutional.

SECTION IV: This ordinance shall become effective thirty (30) days after its passage, and within fifteen (15) days after its adoption it shall be posted in three public places in the City of Etna in accordance with Government Code Section 36933.

PASSED AND ADOPTED this ____ day of _____ 2023, at a regular meeting of the City of Etna City Council by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Cliff Munson, Mayor

ATTEST:

Pamela Eastlick, City Clerk



City of Etna

Agenda Request

Date of Meeting: ~~3.24.23~~ 3/27/23

Spokesperson(s): Adam Cox

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Update on Museum Electrical Project

Please provide a description of the request and attach supporting documentation:
Update

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Please describe:

NOTE: Agenda requests must be received no less than four working days before the date of meeting. Return this form and supporting documentation to address below.



City of Etna

Agenda Request

Date of Meeting: 3/27/2023

Spokesperson(s): Josh Short/Joseph Hess

Is this for Discussion ☐ or are you requesting an Action ☒

Subject/Request: Police/Fire MOU Fort Jones Fire Department

Please provide a description of the request and attach supporting documentation:

The Fort Jones Fire Department is developing a code enforcement program of which the primary focus will be fire prevention and fire code enforcement. As such the Fire Chief has taken basic law enforcement and investigation training. Rather than starting from the ground up for all the equipment and annual training needs FJFD would like to tag off of Etna PD to assist with training and acquisition of equipment. All costs will be paid for by the Town of Fort Jones/FJFD with the exception of time spent by EPD providing training and technical and acquisition assistance.

Attached is the MOU for review and approval.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Will this require a budget increase? ☐ Yes ☒ No Account: _____

Please describe:

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**Memorandum of Understanding Between Fort Jones Fire Department
and Etna Police Department**

This Memorandum of Understanding ("MOU") is hereby established to recognize a mutual agreement between the Etna Police Department and Fort Jones Fire Department with respect to firearms as described herein. The agreement is as follows:

The Fort Jones Fire Chief and his designee's, having completed training pursuant to section 832 of the California Penal Code, are occasionally tasked with the enforcement of laws concerning the fire code, public resources code, Town of Fort Jones Municipal Code, and Penal Code violations involving fire crimes including, but not limited to, arson investigations. These shall be considered their "primary duties," as set forth in section 830.37 of the California Penal Code.

Pursuant to section 830.37 of the California Penal Code, the fire chief and his designees are peace officers when carrying out their above tasked primary duties and/or when making arrests pursuant to section 836 of the California Penal Code when there exists an immediate danger to persons or property with respect to any public offense, or there exists an escape of a perpetrator thereof.

Under section 830.37 PC, the fire chief, and his designees, are only permitted to carry firearms if authorized to do so by their employing agency.

In consultation between both the Fort Jones Fire Chief and Etna Chief of Police, members of the Fort Jones Fire Department, having completed training pursuant to section 832 of the California Penal Code, may be authorized to carry firearms at the direction of the Fire Chief. In doing so, the Etna Police Department has agreed to assist in the acquisition, inventory, and issuance of firearms to the Fire Chief and his designees. In addition, the Etna Police Department agrees to provide ongoing training in firearms usage as it currently does to regularly employed peace officers for the City of Etna pursuant to agency policy. Notice of these trainings will be provided via electronic means and/or other notification made by the current department Rangemaster/firearms instructor.

Pursuant to Etna Police Department policy, state, and federal law, those members of the Fort Jones Fire Department, having been properly trained and employed as peace officers pursuant to 830.37(b) PC, may be issued identification cards pursuant to 18 USC 926B, and permitted to carry concealed firearms off-duty as "qualified law enforcement officers." The creation and issuance of these cards may be assisted by the Etna Police Department and ultimately issued by the Fort Jones Fire Chief to those designated employees as deemed appropriate.

Specialized training in the enforcement of job duties as previously mentioned pertaining to members of the Fort Jones Fire Department may be suggested and carried out by the Etna Police Department; notwithstanding, the Fort Jones Fire Department is ultimately responsible for the training their members receive, the costs associated, and the supervision of their employees, beyond that of standard firearms training provided by Etna Police Department and assistance rendered in equipment acquisition.

It is acknowledged and understood that each party hereto is independent of the other and that this MOU does not establish an agency relationship between the parties.

This agreement, having been signed and dated by both agency heads below, goes into effect once signed by both parties, and will remain in effect until rescinded by written letter of either agency head delivered to the other agency head. This agreement may not be amended or modified, except by a subsequent signed written agreement between the parties.

Joshua E. Short, Chief of Police, City of Etna

Date

Joseph Hess, Fire Chief, Town of Fort Jones

Date



City of Etna

Agenda Request

Date of Meeting: 3.27.23

Spokesperson(s): Adam Cox

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Plans and Specifications for Pool Solar Project

Please provide a description of the request and attach supporting documentation:

Approve plans and specs for Pool Solar Project. Contract documents are available at City Hall for review.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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City of Etna

Agenda Request

Date of Meeting: 3.27.23

Spokesperson(s): Adam Cox

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Agreement for Outside Assignments

Please provide a description of the request and attach supporting documentation:

Approve agreement between the City of Etna and employees assigned to outside assignments.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Please describe:

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City of Etna

EMPLOYEE CONTRACT AGREEMENT FOR OUTSIDE ASSIGNMENTS

1. Parties to the EMPLOYEE CONTRACT AGREEMENT: This AGREEMENT is made and effective the 31st day of March 2023, by and between the City of Etna and employees assigned to OUTSIDE ASSIGNMENTS, hereinafter "City" and "Employee(s)" respectively. Upon adoption by the City Council this agreement will become binding between the City of Etna and Employees.

2. Recognition: Outside Assignment is classified in the following employee positions:

- Fire Captain
- Fire Engineer
- Firefighter
- Paramedic
- EMT
- Police Officer

3. Effective Date and Term: This Employee Contract Agreement for Outside Assignments shall take effect as of March 31, 2023, and shall remain in full force and effect through March 31, 2024. This Employee Contract Agreement for Outside Assignments shall only become effective with approval of the City Council of the City of Etna. Any financial consideration payable under this Agreement shall commence on the dates stated.

4. Effect of Agreement: During the term of this Agreement, the provisions hereof shall govern the wages, hours, benefits, and working conditions of Employee.

5. Employee Rights: The City retains the exclusive right, subject to and in accordance with applicable laws, regulations, and the provisions of this Agreement,

- To direct Employees in the performance of their duties.
- To hire, promote, transfer, and assign Employees.
- To classify Employees in accordance with applicable ordinance and resolution provisions.
- To discipline Employees in accordance with applicable rules.
- To dismiss Employees because of lack of work, funds, or for other reasonable cause.
- To determine the mission of its departments, its budgets, its organization, the number of employees, and the number, types, classifications, and grades of positions of employees assigned to a Strike Team incident.
- To take whatever action that may be necessary and appropriate to carry out its mission in situations of emergency.

6. Dual Employment: The City of Etna allows regular full-time and part-time benefited employees to work as OCNB (On Call Non-Benefited) employees if approved by their Department Head and does not interfere with their normal schedule. **Hours on Outside Assignments are not in lieu of regular hours.** Employees must sign the OCNB Employment Contract before

going out on an Outside Assignment. Hours on Outside Assignments are non-benefited and will be paid separate and independent of regular position hours.

7. Salary: Hourly ranges for the period of this Agreement for each classification are as specified below:

• Firefighter	Straight Time	\$26.63	Over Time	\$39.95
• Engineer	Straight Time	\$30.13	Over Time	\$45.21
• Company Officer	Straight Time	\$34.13	Over Time	\$51.20
• Chief Officer	Straight Time	\$39.13	Over Time	\$58.69
• EMT/Paramedic	Follows current payrate listed for OCNB with the ambulance.			
• Police Officer	Dependent on Contract Reimbursement			

8. Payment: Payroll is paid monthly. 25% of hours worked will be paid by the city monthly by the 5th of each month. The remaining hours will be paid within 10 days of contractor payment (CalOES, County, USFS, etc.).

9. Benefits: This is a NON-BENEFITED position. OCNB employees are restricted to work no more than 900 hours per calendar year and do not qualify for vacation, sick or holiday pay.

10. Lodging, Meals & Fuel: The city does not cover expenses for food or lodging on fire assignments unless prior approval from Department Head. Vehicles should be fueled at the city and refueled at the incident site whenever possible. If vehicles need to be fueled at a commercial gas station, receipts are required to be turned in to the City Clerk for reimbursement.

11. Personnel Rules: All employees should have access and adhere to the City of Etna Employee Handbook.

WHEREOF, the parties have executed this Employee Agreement for Outside Assignments in Etna, California, as of the day and year first above written and upon approval by the City Council, to be effective March 31, 2023 through March 31, 2024.

Cliff Munson, Mayor

Adam Cox, City Manager

Employee Signature

Department Head Signature



City of Etna

Agenda Request

Date of Meeting: 3.27.23

Spokesperson(s): Adam Cox

Is this for Discussion ☐ or are you requesting an Action ☐

Subject/Request: Etna Cleanup Day

Please provide a description of the request and attach supporting documentation:
Approve Etna Cleanup Day event for April 20th - 22nd.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$ _____

Please describe:

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City of Etna

Agenda Request

Date of Meeting: 3.27.23

Spokesperson(s): Adam Cox

Is this for Discussion ☒ or are you requesting an Action ☒

Subject/Request: Letter of Support

Please provide a description of the request and attach supporting documentation:

Approve and sign letter of support for California Health Collaborative Application for
Adaptation Planning Grant Application.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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City of Etna

March 27, 2023

Stephen Ramirez, Chief Executive Officer
California Health Collaborative
P.O. Box 25609
Fresno, CA 93729

SUBJECT: Letter of Support for the California Health Collaborative – Adaptation Planning Grant Program

Dear Mr. Ramirez,

On behalf of Etna City Council, it is our pleasure to provide a letter of reference in support of the California Health Collaborative's (CHC) application to the Governor's Office of Planning and Research - Adaptation Planning Grant Program.

CHC has been a key community stakeholder, dedicated to reducing health inequities in Siskiyou County. Guided by its mission of "changing lives by improving health and wellness", CHC has proven to be sensitive to the needs of the target population identified in the proposal; tribal and rural residents at risk for severe impacts of climate change especially those caused by wildfires.

Etna City Council serves the Community of Etna located in Scott Valley. Etna City Council provides various services including fire prevention and mitigation support. The Siskiyou Wildfire Resiliency Program (SWRP) will work with Etna City and Scott Valley Community organizations to identify gaps in education and mitigation of wildfires. The SWRP values inclusion and diversity in planning and preventing wildfires. Etna City Council supports CHC's plans to develop and improve the community's wildfire resiliency priorities. CHC's plan to engage diverse partners for community visioning and expanding education will improve our health and prevent wildfires while protecting our natural resources.

Etna City Council strongly supports your proposed application and your continued commitment to protect and promote the safety and wellbeing our communities. If you have any questions, please feel free to contact us by phone at 530-467-5256 or e-mail at p.eastlick@etnaca.com.

Sincerely,

Clifford Munson
Mayor, City of Etna



City of Etna

Agenda Request

Date of Meeting: 3.27.23

Spokesperson(s): Adam Cox

Is this for Discussion ☒ or are you requesting an Action ☒

Subject/Request: Hourly Rate Increase

Please provide a description of the request and attach supporting documentation:
Approve hourly rate increase for part-time Public Works employee.

Will there be a financial impact to the City? ☐ Yes ☐ No If Yes, \$_____

Please describe:

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