City of Etna

AGENDA for the REGULAR MEETING of the ETNA CITY COUNCIL

DATE OF THE MEETING: October 23, 2023
TIME OF THE MEETING: 6:30pm
PLACE OF THE MEETING: 442 Main Street Etna, CA, and TELECONFERENCE (Zoom)

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 of the Special Meeting September 25, 2023
   b. Minutes of the Regular Meeting September 25, 2023
   c. Minutes of the Special Meeting October 2, 2023
   d. Invoice Approvals
4. DEPARTMENT REPORTS
   *Police Dept *Public Works *Fire Dept *Ambulance *Clerk *Mayor *Council/Committee
5. CURRENT BUSINESS
   a. Discuss/Approve Proclamation of the 16th Annual "Read Across Siskiyou" Event Sponsored by First 5 Siskiyou Children and Families Commission
   b. Discuss Staff Report Housing Element Update, Approve Resolution 2023-015 – A Resolution of the Etna City Council Adopting the 2023-2031 Housing Element Update
   c. Discuss/Approve New Fire Department Member Madison Emerick
   d. Discuss/Approve Purchasing Crack Sealing and Surface Prep Materials for Street Maintenance
   e. Discuss City Owned Vacant Lot Located on Charles Street
   f. Discuss 1st Quarter Budget Review and Approve Amended Budget
6. CORRESPONDENCE
   a. CIIC September 26, 2023, Minutes and CIIC October 24, 2023, Agenda
7. CITY COUNCIL STATEMENTS AND REQUESTS
8. ADJOURNMENT

Zoom Teleconference Information:

Phone: 1-669-444-9171 US Meeting ID: 890 3705 6340
https://us06web.zoom.us/j/89037056340

442 Main Street • P.O. Box 460 • Etna, CA 96027
P: 530-467-5256 • F: 530-467-3217

MINUTES
SPECIAL MEETING OF THE ETNA CITY COUNCIL
Monday September 25, 2023

Members of the Etna City Council met on this 25th day of September 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

Council members Jason Deppen, Mayor Cliff Munson, Charnna Gilmore, and John Stacher were present. Council member Brandon Fawaz arrived late.

Oral Comments from the Public on Non-Agenda Items

None.

Current Business:

CLOSED SESSION: Pursuant to Government Code §54956.9(d)(1) – Conference With Legal Counsel – Existing Litigation

- **Kaub, Hawj Soobleej v. City of Etna**
- **Klenk v. City of Etna**

City Attorneys Derick Konz and Carolyn Walker gave the Council an update regarding these two cases. No action was taken.

CORRESPONDENCE:

CITY COUNCIL STATEMENTS AND REQUESTS:

None.

Adjournment

There being no further business Mayor Munson adjourned the closed session meeting.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk

DRAFT

MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday September 25, 2023

Members of the Etna City Council met on this 25th day of September, via TELECONFERENCE. Mayor Cliff Munson called the meeting to order and lead in the flag salute to the United States of America.

Roll Call:

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

Oral Comments from the Public on Non-Agenda Items

None.

Consent Calendar:

- Minutes of the Regular Meeting September 11, 2023
- Minutes of the Special Meeting September 18, 2023
- Invoice Approvals
- Resolution 203-011 – Expedited Drinking Water Grant Funding Program Project Proposal Form Authorized Representative, City Clerk

Council member Stacher moved to accept the Consent Calendar in full, council member Gilmore seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

City Council/Department Reports:

Police Chief Josh Short provided a written report with stats in the council packet. Council member Fawaz asked about the Fort Jones PD Contract. City Clerk Eastlick explained that the contract is ready to be presented.

Public Works Director Dan Burbank reported that he has been working with City Engineer Morgan Eastlick working on updating representation for the grants. Burbank has been working on cleaning storm drains out, and PD vehicle repairs. Council member Gilmore requested that the pool cover get removed and put away.

Fire Chief Alan Kramer reported that the department has been awarded a FEMA grant with other fire departments in the valley to replace CBAs among other things. Chief Kramer has been working on RFPs from vendors, the cost of a CBA is about $9,000.

Ambulance Director Terri Arrwood provided a written report in the council packet.

City Clerk Pamela Eastlick provided bank statements for review. Eastlick explained that the City has been maintaining and has not had to withdraw from LAIF. The City received an 8 million dollar grant to replace the filtration system and water lines on Highland St. Eastlick explained that because of this grant the City will not have to pull from reserve funds to help cover the water line replacement.

Council member Gilmore reported that Friends of the Pool and the City will be working on an MOU. Gilmore will be meeting on October 6th with FOP at the pool to look at several projects/tasks that have been requested to be completed.

Current Business:

Resolution 2023-012 – A Resolution Approving and Application for Funding and the Execution of a Grant Agreement and any Amendments Thereto From the 2021-2022 Funding Year of the State CDBG Program. Council member Gilmore made a motion, council member Deppen seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

Discuss/Approve Partnering with Scott Valley Focus for Side Street Beautification Projects. Pam Merchant from Scott Valley Focus has been working on road cleanups between Fort Jones and Etna. Scott Valley Focus is proposing to provide the City with funds to hire out for weed eating and other various cleanup tasks throughout town. Discussion regarding vacant City owned lots throughout town. Mayor Munson requested the vacant city lot on Charles Street be on the next agenda for discussion. Council member Fawaz moved that the City of Etna form a partnership with the Scott Valley Focus Group for assisting on side street rehabilitation projects whereas the City's financial responsibility shall be zero and the Scott Valley Focus Group shall be providing funds to cover such projects under direction of the City. Council member Deppen seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve 10% Ambulance Rate Increase for Etna Residents and 20% Increase for Non-Residents of Etna. Approve Resolution 2023-013 – A Resolution of the City Council of the City of Etna Approving the Fee Schedule for Emergency Medical Services (Ambulance Rates.) Ambulance Director Arrwood provided a background on this item. Council member Fawaz asked how it is determined if someone is a resident of the City. Council member Gilmore made a motion to accept Arrwood's recommendation to increase the rates by 10% for Etna residents, and 20% for non-residents. Council member Stacher seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve Garland IT. Sean Garland from Garland IT provided information regarding IT compliance in the packet and answered questions. Garland IT is proposing a tiered three-year plan to get the City in compliance to pass a cyber liability audit if necessary. Council members Fawaz and Gilmore commented on specific costs. More discussion on the number of Microsoft licenses. Chief Short complimented on how responsive Garland IT is. Council member Fawaz made a motion to continue to contract with Garland IT for the remainder of this fiscal year. Discussion regarding the contract. The City Council amended the motion to that the City of Etna will continue to work with Garland IT, pay the IT bills, and collaborate on an updated contract. Fawaz recommends the City be educated on exactly what the City needs for IT and compliance. Gilmore seconded, and the motion passed. Garland is happy to meet with the council. Discussion on how often Garland IT must come on site, and the new police tasers.

Ayes: Stacher, Gilmore, Munson, Fawaz

No: Deppen

Discuss/Approve Fort Jones Police Contract. Clerk Eastlick and Chief Short met with City Attorney Carolyn Walker to discuss the FJ PD Contract. Walker clarified a few details in the contract specifically costs for the services that the City of Etna is providing to Fort Jones. Chief Short emphasized the importance of coverage. Council member Fawaz moved to approve the Fort Jones Police Contract; council member Deppen seconded. Fawaz added that the breakdown of costs for IT in the contract be clearer going forward.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss/Approve Cell Phone Stipend for City Clerk. Council member Gilmore made a motion to approve, Deppen seconded. Chief Short recommended instead of a stipend to add her to the City's plan. More discussion. Attorney Walker reminded staff that if it is a City phone it is subject to PRA. The stipend is $107.00 per month pre-tax. The motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

Discuss Grant Expenditure Report. City Clerk Eastlick did not get this completed.

Discuss/Approve Letter to Short Term Rental Operators that are not Registered with the City of Etna. Council member Gilmore moved to approve the draft letter. Council member Deppen seconded, and the motion passed.

Ayes: Fawaz, Deppen, Munson, Gilmore, Stacher

CORRESPONDENCE:

CIIC Agenda for September 26, 2023 & CIIC August Minutes.

Siskiyou Telephone Letter of Support.

CITY COUNCIL STATEMENTS AND REQUESTS:

There will not be a regular council meeting on October 9th due to it being a holiday.

Adjournment

There being no further business Mayor Munson adjourned the closed session meeting at 7:42 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk

MINUTES
SPECIAL MEETING OF THE ETNA CITY COUNCIL
Monday October 2, 2023

Members of the Etna City Council met on this 2nd day of October 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

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

Oral Comments from the Public on Non-Agenda Items

None.

Current Business:

Discuss/Approve Resolution 2023-014 – A Resolution of the City Council of the City of Etna Authorizing the Mayor to Sign and Administer the Program Supplement No. 00000A271 to Administering Agency State Agreement for State Funded Projects No. 02-5054S21. City Clerk Pamela Eastlick explained this gives Morgan Eastlick, City Engineer, authorization to prepare the plans and specs for Main Street from Callahan to Church. Council member Stacher moved to approve Resolution 2023-014, Gilmore seconded, and the motion passed.

Ayes: Munson, Gilmore, Stacher

CORRESPONDENCE:

CITY COUNCIL STATEMENTS AND REQUESTS:

None.

Adjournment

There being no further business Mayor Munson adjourned the closed session meeting at 6:35 pm.

Respectfully submitted,

Jenny Bennett

Asst. City Clerk

DRAFT

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

ADOBE	Debit: Adobe Subscription	26458	09/19/2023	
			10/04/2023	
	ADOBE		09/19/2023	0.00
	EFT	186	10/10/2023	0.00
				239.88

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		239.88	0.00

Check No.	186	Total:	239.88
Total for	ADOBE		239.88

AMAZON.COM	Debit: Amb Office Supplies	26465	07/10/2023	
			10/04/2023	
	AMAZON		07/10/2023	0.00
	EFT	187	10/10/2023	0.00
00000				13.67

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-45-870.00	OFFICE SUPPLIES		13.67	0.00

AMAZON.COM	Debit: Office Supplies Amb&PD	26467	07/13/2023	
			10/05/2023	
	AMAZON		07/13/2023	0.00
	EFT	187	10/10/2023	0.00
00000				414.84

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-870.00	OFFICE SUPPLIES		35.70	0.00
10-40-870.00	OFFICE SUPPLIES		8.27	0.00
10-55-875.00	SPECIAL DEPT SUPPLIES & EQUIP		200.97	0.00
50-45-870.00	OFFICE SUPPLIES		21.98	0.00
50-45-870.00	OFFICE SUPPLIES		147.92	0.00

AMAZON.COM	Debit: Supplies Clerk&Park	26468	07/18/2023	
			10/05/2023	
	AMAZON		07/18/2023	0.00
	EFT	187	10/10/2023	0.00
00000				116.71

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		23.53	0.00
10-70-880.00	MAINTENANCE & SUPPLIES		93.18	0.00

AMAZON.COM	Debit: Paper City Hall	26455	09/11/2023	
			10/04/2023	
	AMAZON		09/11/2023	0.00
	EFT	187	10/10/2023	0.00
00000				50.39

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		50.39	0.00

AMAZON.COM	Debit: PD Truck Parts	26460	09/21/2023	
			10/04/2023	
	AMAZON		09/21/2023	0.00
	EFT	187	10/10/2023	0.00
00000				99.49

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved

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

10-40-860.00	VEHICLE MAINTENANCE	49.74	0.00
53-40-860.00	VEHICLE MAINTENANCE	49.75	0.00

Check No. 187 Total: 695.10

Total for AMAZON.COM 695.10

CALPERS RETIRE	Debit: GASB 68 Reporting	26461	09/19/2023	
			10/04/2023	
ELECTRONIC	CALPRETIR		09/19/2023	0.00
	EFT	188	10/10/2023	0.00
				1,400.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.00	PROFESSIONAL & CONTRACT SERVCS		1,400.00	0.00

CALPERS RETIRE	Debit: Late Payroll Reporting	26462	09/19/2023	
			10/04/2023	
ELECTRONIC	CALPRETIR		09/19/2023	0.00
	EFT	188	10/10/2023	0.00
				200.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-737.00	Admin Fees		200.00	0.00

Check No. 188 Total: 1,600.00

Total for CALPERS RETIRE 1,600.00

CALPERS UNFUNDED LIABILITY	23/24 Unfunded Liability	26472	07/07/2023	
EFT			10/05/2023	
	CALPERS		07/07/2023	0.00
	EFT	189	10/10/2023	0.00
				32,923.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-990.00	CalPERS Unfunded Liabilty		2,533.00	0.00
10-40-990.00	CalPERS Unfunded Liabilty		20,359.00	0.00
10-41-990.00	CalPERS Unfunded Liabilty		229.00	0.00
10-55-990.00	CalPERS Unfunded Liabilty		249.00	0.00
10-60-990.00	CalPERS Unfunded Liabilty		947.00	0.00
10-70-990.00	CalPERS Unfunded Liabilty		249.00	0.00
23-70-990.00	CalPERS Unfunded Liabilty		381.00	0.00
25-60-990.00	CalPERS Unfunded Liabilty		947.00	0.00
40-30-990.00	CalPERS Unfunded Liabilty		3,291.00	0.00
45-33-990.00	CalPERS Unfunded Liabilty		3,291.00	0.00
50-45-990.00	CalPERS Unfunded Liabilty		447.00	0.00

Check No. 189 Total: 32,923.00

Total for CALPERS UNFUNDED LIABILITY 32,923.00

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
CITY CLERK'S ASSOCIATION OF CA	Debit: Annual Membership	26456	09/14/2023	
LUCINDA WILLIAMS, TREASURER			10/04/2023	
915 I STREET	CCAC		09/14/2023	0.00
SACRAMENTO	EFT	190	10/10/2023	0.00
CA 95814				250.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		250.00	0.00

Check No. 190 Total: 250.00
Total for CITY CLERK'S ASSOCIATION OF C 250.00

SNIDER ENERGY	Debit: Mendes Fuel	26457	09/22/2023	
PACIFIC PRIDE			10/04/2023	
DEBIT	SNIDER		09/22/2023	0.00
	EFT	191	10/10/2023	0.00
				141.94

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-865.00	VEHICLE FUEL & OIL		70.97	0.00
53-40-865.00	VEHICLE FUEL & OIL		70.97	0.00

Check No. 191 Total: 141.94
Total for SNIDER ENERGY 141.94

TRANSFORMITIVE INC.	Debit: Clerk & Fire Computer	26466	07/07/2023	
			10/04/2023	
	TRANSFORM		07/07/2023	0.00
	EFT	192	10/10/2023	0.00
				2,364.65

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-875.00	SPECIAL DEPT SUPPLIES & EQUIP		1,182.32	0.00
10-50-875.00	SPECIAL DEPT SUPPLIES & EQUIP		1,182.33	0.00

Check No. 192 Total: 2,364.65
Total for TRANSFORMITIVE INC. 2,364.65

UPS	Debit: PD Shipping Label	26459	09/11/2023	
			10/04/2023	
P.O. BOX 894820	UPS		09/11/2023	0.00
LOS ANGELES	EFT	193	10/10/2023	0.00
CA 90189-4820				29.33

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-820.00	POSTAL EXPENSE		29.33	0.00

Check No. 193 Total: 29.33
Total for UPS 29.33

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
US BANK CREDIT CARD	Clerk & PWD	26477	07/10/2023	
			10/10/2023	
	USBANK		07/10/2023	0.00
	EFT	194	10/10/2023	0.00
				1,013.23

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-735.00	TRAVEL & TRAINING		108.91	0.00
10-40-880.00	MAINTENANCE & SUPPLIES		149.99	0.00
10-50-860.00	VEHICLE MAINTENANCE		85.76	0.00
10-70-880.00	MAINTENANCE & SUPPLIES		111.45	0.00
23-70-880.00	MAINTENANCE & SUPPLIES		37.16	0.00
40-30-880.00	MAINTENANCE & SUPPLIES		149.99	0.00
45-33-880.00	MAINTENANCE & SUPPLIES		149.99	0.00
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP		69.99	0.00
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP		149.99	0.00

US BANK CREDIT CARD	CC PWD	26452	09/30/2023	
			10/04/2023	
	USBANK		09/30/2023	0.00
	EFT	194	10/10/2023	0.00
				2,497.74

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-820.00	POSTAL EXPENSE		5.25	0.00
45-33-795.00	LABORATORY TESTS		2,492.49	0.00

US BANK CREDIT CARD	CC Ambulance	26453	09/30/2023	
			10/04/2023	
	USBANK		09/30/2023	0.00
	EFT	194	10/10/2023	0.00
				1,250.35

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-865.00	VEHICLE FUEL & OIL		43.07	0.00
50-45-865.00	VEHICLE FUEL & OIL		34.70	0.00
50-45-865.00	VEHICLE FUEL & OIL		46.39	0.00
50-45-870.00	OFFICE SUPPLIES		40.20	0.00
50-45-870.00	OFFICE SUPPLIES		25.72	0.00
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP		998.05	0.00
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP		32.99	0.00
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP		29.23	0.00

US BANK CREDIT CARD	CC Police Dept.	26454	09/30/2023	
			10/04/2023	
	USBANK		09/30/2023	0.00
	EFT	194	10/10/2023	0.00
				1,274.70

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-870.00	OFFICE SUPPLIES		72.76	0.00
10-40-870.00	OFFICE SUPPLIES		34.96	0.00
10-40-870.00	OFFICE SUPPLIES		141.36	0.00
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		29.50	0.00
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		24.50	0.00
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		139.50	0.00
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		41.50	0.00
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		76.67	0.00
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		71.52	0.00
10-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		642.43	0.00

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

Check No.	194	Total:	6,036.02
Total for	US BANK CREDIT CARD		6,036.02

WIX.COM	Debit: Website	26470	07/24/2023	
			10/05/2023	
DEBIT	WIX		07/24/2023	0.00
	EFT	195	10/10/2023	0.00
				5.99

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		5.99	0.00

WIX.COM	Annual Subscription	26471	07/27/2023	
			10/05/2023	
DEBIT	WIX		07/27/2023	0.00
	EFT	195	10/10/2023	0.00
				792.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		792.00	0.00

Check No.	195	Total:	797.99
Total for	WIX.COM		797.99

ZOOM.US	Monthly Charge July	26469	07/14/2023	
			10/05/2023	
EFT	ZOOM		07/14/2023	0.00
	EFT	196	10/10/2023	0.00
				40.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		40.00	0.00

ZOOM.US	Debit: Zoom	26463	09/14/2023	
			10/04/2023	
EFT	ZOOM		09/14/2023	0.00
	EFT	196	10/10/2023	0.00
				40.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		40.00	0.00

Check No.	196	Total:	80.00
Total for	ZOOM.US		80.00

Total Invoices: 21

Grand Total:	45,157.91
Less Credit Memos:	0.00
Net Total:	45,157.91
Less Hand Check Total:	0.00
Outstanding Invoice Total:	45,157.91

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
25	City Clerk	6,866.02	0.00
30	Water	3,446.24	0.00
33	Sewer	5,933.48	0.00
40	Law Enforcement	22,098.42	0.00
41	Police - FJ Station	229.00	0.00
45	Ambulance Services	2,100.90	0.00
50	Fire Prevention	1,268.09	0.00
55	Governmental Buildings	449.97	0.00
60	Highways & Streets	1,894.00	0.00
70	Parks & Recreation	871.79	0.00
	Grand Total:	**45,157.91**	**0.00**

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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

APPLIED CONCEPTS	PD Supplies	26450	09/27/2023	
			10/04/2023	
PO BOX 972943	APPLIED		09/27/2023	0.00
DALLAS	GF	0	00/00/0000	0.00
TX 75397-2943	426430			19,462.66

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
53-40-875.00	SPECIAL DEPT SUPPLIES & EQUIP		19,462.66	0.00

Check No. 0 Total: 19,462.66
Total for APPLIED CONCEPTS 19,462.66

BAXTER AUTO PARTS	Vehicle Maint. Fire Chief	26476	09/30/2023	
			10/06/2023	
9444 N WHITAKER ROAD	BAXTER		09/30/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97217	64505			86.19

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-860.00	VEHICLE MAINTENANCE		86.19	0.00

Check No. 0 Total: 86.19
Total for BAXTER AUTO PARTS 86.19

COLE & PATRICIA LAUSTALOT	TOT Overpayment	26411	09/28/2023	
			09/28/2023	
11840 YOSEMITE DRIVE	LAUSTALOT		09/28/2023	0.00
REDDING	GF	0	00/00/0000	0.00
CA 96003				1,676.37

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-00-425.00	TRANSIENT OCCUPANCY TAX (TOT)		1,676.37	0.00

Check No. 0 Total: 1,676.37
Total for COLE & PATRICIA LAUSTALOT 1,676.37

E & S ENGINEERS	Monthly Retainer	26429	09/25/2023	
			10/04/2023	
329 WEST MINER STREET	BRAY		09/25/2023	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	4237			500.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-782.00	ENGINEER FEES		500.00	0.00

E & S ENGINEERS	DWR Grant	26430	09/26/2023	
			10/04/2023	
329 WEST MINER STREET	BRAY		09/26/2023	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	4254			2,640.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
20-30-881.20	DWR-DROUGHT RELIEF GRANT		2,640.00	0.00

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

Check No. 0 Total: 3,140.00
Total for E & S ENGINEERS 3,140.00

FORT JONES ACE HARDWARE	PD Vehicle Maint.	26475	09/25/2023	
			10/05/2023	
PO BOX 66599	FJACE		09/25/2023	0.00
SCOTTS VALLEY	GF	0	00/00/0000	0.00
CA 95067				34.71

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-42-860.00	VEHICLE MAINTENANCE		34.71	0.00

Check No. 0 Total: 34.71
Total for FORT JONES ACE HARDWARE 34.71

GARLAND TECH, INC	IT Services	26451	10/01/2023	
			10/04/2023	
15303 GLENWOOD PLACE	GARLAND		10/01/2023	0.00
WEED	GF	0	00/00/0000	0.00
CA 96094	INV-005203			3,644.50

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.01	I.T.		835.66	0.00
10-40-760.01	I.T.		1,448.16	0.00
10-50-760.01	I.T.		1,100.02	0.00
50-45-760.01	I.T.		260.66	0.00

Check No. 0 Total: 3,644.50
Total for GARLAND TECH, INC 3,644.50

JENNY BENNETT	Reim: Water Bill Postage	26419	09/29/2023	
			10/04/2023	
PO BOX 147	JENBEN		09/29/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				147.74

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-820.00	POSTAL EXPENSE		73.87	0.00
45-33-820.00	POSTAL EXPENSE		73.87	0.00

Check No. 0 Total: 147.74
Total for JENNY BENNETT 147.74

KIEP-ER KLEEN	Cleaning Services	26446	09/09/2023	
			10/04/2023	
PO BOX 404	KK		09/09/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027-404				561.73

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.00	PROFESSIONAL & CONTRACT SERVCS		76.50	0.00

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
10-40-760.00	PROFESSIONAL & CONTRACT SERVCS			36.00 0.00
10-70-760.00	PROFESSIONAL & CONTRACT SERVCS			449.23 0.00
KIEP-ER KLEEN	Cleaning Services Sept.	26479	10/02/2023	
			10/10/2023	
PO BOX 404	KK		10/02/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027-404				252.95

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.00	PROFESSIONAL & CONTRACT SERVCS		85.50	0.00
10-40-760.00	PROFESSIONAL & CONTRACT SERVCS		27.00	0.00
10-70-760.00	PROFESSIONAL & CONTRACT SERVCS		140.45	0.00

Check No. 0 Total: 814.68

Total for KIEP-ER KLEEN 814.68

LIFE ASSIST	Medical Supplies	26473	10/02/2023	
			10/05/2023	
11277 SUNRISE PARK DRIVE	LA		10/02/2023	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95742	1368136			169.86

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		169.86	0.00

Check No. 0 Total: 169.86

Total for LIFE ASSIST 169.86

NBS GOVERNMENT FINANCE GROUP	Sewer Bond Assessment	26448	09/20/2023	
			10/04/2023	
32605 TEMECULA PARKWAY	NBS		09/20/2023	0.00
TEMECULA	GF	0	00/00/0000	0.00
CA 92592	202309-2985			1,414.26

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
47-33-760.00	PROFESSIONAL & CONTRACT SERVCS		1,414.26	0.00

Check No. 0 Total: 1,414.26

Total for NBS GOVERNMENT FINANCE GR(1,414.26

PACIFIC POWER	448 Main St. RCD	26434	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				122.16

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		122.16	0.00

PACIFIC POWER	452 Main St.	26435	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				33.73

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
10-55-840.10	ELECTRIC		33.73	0.00
PACIFIC POWER	155 Diggles PD	26436	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				138.56

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-840.10	ELECTRIC		69.28	0.00
53-40-840.10	ELECTRIC		69.28	0.00
PACIFIC POWER	Woodland Fltr Plant	26437	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				69.29

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-840.10	ELECTRIC		69.29	0.00
PACIFIC POWER	625 Howell Shop & Ambu	26438	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				187.16

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-840.10	ELECTRIC		20.80	0.00
40-30-840.10	ELECTRIC		20.80	0.00
45-33-840.10	ELECTRIC		20.80	0.00
50-45-840.10	ELECTRIC		124.76	0.00
PACIFIC POWER	400 Main St. Fire Hall	26439	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				48.61

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-840.10	ELECTRIC		48.61	0.00
PACIFIC POWER	501 Howell Park	26440	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				48.06

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-70-840.10	ELECTRIC		48.06	0.00
PACIFIC POWER	440 Main St. City Hall	26441	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				194.23

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		194.23	0.00

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	400 Howell Pool Lites	26442	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				53.49

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-840.10	ELECTRIC		53.49	0.00

PACIFIC POWER	401 Howell Pool	26443	09/22/2023	
			10/04/2023	
PO BOX 26000	PP		09/22/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				459.25

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-840.10	ELECTRIC		459.25	0.00

PACIFIC POWER	401 Island Sewerplant	26431	09/25/2023	
			10/04/2023	
PO BOX 26000	PP		09/25/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				448.13

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-840.10	ELECTRIC		448.13	0.00

PACIFIC POWER	Street Flashers	26432	09/28/2023	
			10/04/2023	
PO BOX 26000	PP		09/28/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				119.64

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
29-60-867.00	TRAFFIC SAFETY		119.64	0.00

PACIFIC POWER	Streetlights	26433	09/28/2023	
			10/04/2023	
PO BOX 26000	PP		09/28/2023	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				1,026.50

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
29-60-867.00	TRAFFIC SAFETY		1,026.50	0.00

Check No.	0	Total:	2,948.81
Total for	PACIFIC POWER		2,948.81

PAMELA EASTLICK	Reim: Mileage Yreka	26412	09/28/2023	
			09/28/2023	
PO BOX 131	PEAST		09/28/2023	0.00
GREENVIEW	GF	0	00/00/0000	0.00
CA 96037				37.34

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-735.00	TRAVEL & TRAINING		37.34	0.00

Check No.	0	Total:	37.34
Total for	PAMELA EASTLICK		37.34

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

PRENTICE, LONG, & EPPERSON — Attorney Fees — 26418 — 10/01/2023 — 10/04/2023
2240 COURT STREET — PRENTICE — 10/01/2023 — 0.00
REDDING — GF — 0 — 00/00/0000 — 0.00
CA 96001 — 6108 — 6,097.50

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-780.00	ATTORNEY FEES		1,115.50	0.00
10-40-780.00	ATTORNEY FEES		4,982.00	0.00

Check No. 0 Total: 6,097.50
Total for PRENTICE, LONG, & EPPERSON 6,097.50

R.B. ALDRICH CONSTRUCTION — Cold Mix — 26449 — 10/01/2023 — 10/04/2023
PO BOX 927 — RBALDRICH — 10/01/2023 — 0.00
FORT JONES — GF — 0 — 00/00/0000 — 0.00
CA 96032 — 1,075.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-880.00	MAINTENANCE & SUPPLIES		1,075.00	0.00

Check No. 0 Total: 1,075.00
Total for R.B. ALDRICH CONSTRUCTION 1,075.00

RICHARD TINSMAN — Jan-June 2023 — 26416 — 06/30/2023 — 09/28/2023
4019 TIMBER DRIVE — RICHARD TI — 06/30/2023 — 0.00
DUNSMUIR — GF — 0 — 00/00/0000 — 0.00
CA 96027 — 2023-04 — 3,633.75

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-783.00	PLANNING SERVICES		3,515.00	0.00
15-76-783.00	PLANNING SERVICES		118.75	0.00

Check No. 0 Total: 3,633.75
Total for RICHARD TINSMAN 3,633.75

S.C.O.R.E — 2nd QTR Work Comp — 26480 — 10/01/2023
BLAKE MICHAELSEN — 10/10/2023
5915 DUNSMUIR AVE. — SCORE — 10/01/2023 — 0.00
DUNSMUIR — GF — 0 — 00/00/0000 — 0.00
CA 96025 — Q2FY2324 — 18,551.77

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-725.00	S.C.O.R.E WORK COMP		166.77	0.00
10-40-725.00	S.C.O.R.E WORK COMP		922.00	0.00
10-41-725.00	S.C.O.R.E WORK COMP		2,309.75	0.00
10-42-725.00	S.C.O.R.E WORK COMP		807.25	0.00
10-50-725.00	S.C.O.R.E WORK COMP		3,089.00	0.00
10-55-725.00	S.C.O.R.E WORK COMP		287.00	0.00
10-60-725.00	S.C.O.R.E WORK COMP		582.00	0.00

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

10-70-725.00	S.C.O.R.E WORK COMP	287.00	0.00
23-70-725.00	S.C.O.R.E WORK COMP	1,997.50	0.00
25-60-725.00	S.C.O.R.E WORK COMP	675.00	0.00
40-30-725.00	S.C.O.R.E WORK COMP	1,835.00	0.00
45-33-725.00	S.C.O.R.E WORK COMP	1,835.00	0.00
50-45-725.00	S.C.O.R.E WORK COMP	1,333.00	0.00
53-40-725.00	S.C.O.R.E WORK COMP	2,425.50	0.00

Check No. 0 Total: 18,551.77

Total for S.C.O.R.E 18,551.77

SCOTT VALLEY AUTO PARTS — Mult Dept. Vehicle Maint. — 26478 — 09/30/2023 — 10/10/2023

P O BOX 215 — SVAP — 09/30/2023 — 0.00
FT JONES — GF — 0 — 00/00/0000 — 0.00
CA 96032 — 801.81

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-860.00	VEHICLE MAINTENANCE		20.76	0.00
10-40-860.00	VEHICLE MAINTENANCE		38.76	0.00
10-40-860.00	VEHICLE MAINTENANCE		57.46	0.00
10-40-860.00	VEHICLE MAINTENANCE		354.13	0.00
10-50-860.00	VEHICLE MAINTENANCE		163.56	0.00
40-30-860.00	VEHICLE MAINTENANCE		83.97	0.00
50-45-860.00	VEHICLE MAINTENANCE		83.17	0.00

Check No. 0 Total: 801.81

Total for SCOTT VALLEY AUTO PARTS 801.81

SCOTT VALLEY DISPOSAL — Monthly Trash — 26428 — 09/29/2023 — 10/04/2023

138 FOREST WALK — SVD — 09/29/2023 — 0.00
ETNA — GF — 0 — 00/00/0000 — 0.00
CA 96027 — 625.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.30	TRASH		125.00	0.00
10-60-840.30	TRASH		125.00	0.00
10-70-840.30	TRASH		375.00	0.00

Check No. 0 Total: 625.00

Total for SCOTT VALLEY DISPOSAL 625.00

SISKIYOU TELEPHONE — 5638 PD Fax — 26421 — 10/01/2023 — 10/04/2023

P O BOX 157 — ST — 10/01/2023 — 0.00
ETNA — GF — 0 — 00/00/0000 — 0.00
CA 96027 — 62.90

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE		31.45	0.00
53-40-830.00	TELEPHONE EXPENSE		31.45	0.00

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	26422	10/01/2023	
			10/04/2023	
P O BOX 157	ST		10/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				215.47

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE		215.47	0.00

SISKIYOU TELEPHONE	3673 Shop & Park Wifi	26423	10/01/2023	
			10/04/2023	
P O BOX 157	ST		10/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				176.39

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-830.00	TELEPHONE EXPENSE		32.16	0.00
10-70-830.00	TELEPHONE EXPENSE		79.95	0.00
40-30-830.00	TELEPHONE EXPENSE		32.14	0.00
45-33-830.00	TELEPHONE EXPENSE		32.14	0.00

SISKIYOU TELEPHONE	3400 PD Phone	26424	10/01/2023	
			10/04/2023	
P O BOX 157	ST		10/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				281.03

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.00	TELEPHONE EXPENSE		140.52	0.00
53-40-830.00	TELEPHONE EXPENSE		140.51	0.00

SISKIYOU TELEPHONE	3331 Ambulance	26425	10/01/2023	
			10/04/2023	
P O BOX 157	ST		10/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				99.42

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-830.00	TELEPHONE EXPENSE		99.42	0.00

SISKIYOU TELEPHONE	3295 Fire Hall	26426	10/01/2023	
			10/04/2023	
P O BOX 157	ST		10/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				77.87

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-830.00	TELEPHONE EXPENSE		77.87	0.00

SISKIYOU TELEPHONE	3217 City Hall Fax	26427	10/01/2023	
			10/04/2023	
P O BOX 157	ST		10/01/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				50.41

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-830.00	TELEPHONE EXPENSE		50.41	0.00

Check No.	0	Total:	963.49
Total for	SISKIYOU TELEPHONE		963.49

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
VALLEY TOWING	Fire Truck Tow	26445	09/12/2023	
			10/04/2023	
322 SCOTT RIVER ROAD #C	VALTOW		09/12/2023	0.00
FORT JONES	GF	0	00/00/0000	0.00
CA 96032	9/12-1			351.40

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-860.00	VEHICLE MAINTENANCE		351.40	0.00

Check No. 0 Total: 351.40
Total for VALLEY TOWING 351.40

VERIZON WIRELESS	Monthly Cellular	26420	09/21/2023	
			10/04/2023	
PO BOX 9622	VW		09/21/2023	0.00
MISSION HILLS	GF	0	00/00/0000	0.00
TX 91346-9622				495.52

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.30	CELLULAR		84.18	0.00
10-41-830.30	CELLULAR		84.18	0.00
10-42-830.30	CELLULAR		46.48	0.00
10-60-830.30	CELLULAR		34.50	0.00
40-30-830.30	CELLULAR		34.50	0.00
45-33-830.30	CELLULAR		34.50	0.00
50-45-830.30	CELLULAR		93.00	0.00
53-40-830.30	CELLULAR		84.18	0.00

Check No. 0 Total: 495.52
Total for VERIZON WIRELESS 495.52

VIQ SOLUTIONS, INC.	Transcription Stacher	26417	07/31/2023	
			09/28/2023	
20 E THOMAS RD, STE 2200	VIQ		07/31/2023	0.00
PHOENIX	GF	0	00/00/0000	0.00
AZ 85012	VIQU2746			86.76

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-760.00	PROFESSIONAL & CONTRACT SERVCS		86.76	0.00

Check No. 0 Total: 86.76
Total for VIQ SOLUTIONS, INC. 86.76

WITTMAN ENTERPRISES, LLC	Billing Service July & August	26444	09/28/2023	
			10/04/2023	
11093 SUN CENTER	WE		09/28/2023	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95670-6110	2308467			3,934.54

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-760.00	PROFESSIONAL & CONTRACT SERVCS		3,934.54	0.00

Check No. 0 Total: 3,934.54

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

Total for WITTMAN ENTERPRISES, LLC 3,934.54

WIX.COM	Debit: Website	26464	09/25/2023	
			10/04/2023	
DEBIT	WIX		09/25/2023	0.00
	GF	0	00/00/0000	0.00
				5.99

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		5.99	0.00

Check No. 0 Total: 5.99

Total for WIX.COM 5.99

XEROX CORPORATION	Print Charges	26447	09/07/2023	
			10/04/2023	
PO BOX 7405	XEROX		09/07/2023	0.00
PASADENA	GF	0	00/00/0000	0.00
CA 91109-7405	019722890			42.11

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		42.11	0.00

Check No. 0 Total: 42.11

Total for XEROX CORPORATION 42.11

Total Invoices: 45

Grand Total:	70,241.76
Less Credit Memos:	0.00
Net Total:	70,241.76
Less Hand Check Total:	0.00
Outstanding Invoice Total:	70,241.76

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
00	General	1,676.37	0.00
25	City Clerk	6,646.25	0.00
30	Water	4,789.57	0.00
33	Sewer	3,858.70	0.00
40	Law Enforcement	30,512.04	0.00
41	Police - FJ Station	2,393.93	0.00
42	DOJ GRANT	888.44	0.00
45	Ambulance Services	6,098.41	0.00
50	Fire Prevention	4,916.65	0.00
55	Governmental Buildings	762.12	0.00
60	Highways & Streets	3,690.60	0.00
70	Parks & Recreation	3,889.93	0.00
76	SB Grant	118.75	0.00
	Grand Total:	**70,241.76**	**0.00**

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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

BOUND TREE MEDICAL, LLC	Medical Supplies	26488	10/04/2023	
			10/17/2023	
23537 NETWORK PLACE	BOUND		10/04/2023	0.00
CHICAGO	GF	0	00/00/0000	0.00
IL 60673-1235	85111526			68.65

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		68.65	0.00

Check No.	0	Total:	68.65
Total for	BOUND TREE MEDICAL, LLC		68.65

CITY OF ETNA	Petty Cash	26489	10/17/2023	
			10/17/2023	
	CITYETNA		10/17/2023	0.00
	GF	0	00/00/0000	0.00
				96.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-00-105.00	CASH - PETTY		96.00	0.00

Check No.	0	Total:	96.00
Total for	CITY OF ETNA		96.00

CITY OF TULELAKE	LOLA Dinner	26483	10/16/2023	
			10/17/2023	
PO BOX 847	CITY OF TU		10/16/2023	0.00
TULELAKE	GF	0	00/00/0000	0.00
CA 96134	23-10			40.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-20-735.00	TRAVEL & TRAINING		40.00	0.00

Check No.	0	Total:	40.00
Total for	CITY OF TULELAKE		40.00

ETNA HARDWARE & SPORTING GOODS	Maint.& Supplies	26474	10/15/2023	
			10/05/2023	
P O BOX 328	EHSG		10/15/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				124.23

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-880.00	MAINTENANCE & SUPPLIES	pd	24.50	0.00
10-50-860.00	VEHICLE MAINTENANCE	fire	13.46	0.00
10-60-880.00	MAINTENANCE & SUPPLIES	streets	2.56	0.00
10-60-880.00	MAINTENANCE & SUPPLIES	streets	4.48	0.00
10-60-880.00	MAINTENANCE & SUPPLIES	streets	21.10	0.00
10-70-880.00	MAINTENANCE & SUPPLIES	park	45.84	0.00
10-70-880.00	MAINTENANCE & SUPPLIES	park	12.29	0.00

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	Maint & Supplies	26485	10/15/2023	
			10/17/2023	
P O BOX 328	EHSG		10/15/2023	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				199.28

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-880.00	MAINTENANCE & SUPPLIES		24.50	0.00
10-50-860.00	VEHICLE MAINTENANCE		13.46	0.00
10-55-880.00	MAINTENANCE & SUPPLIES		20.96	0.00
10-60-880.00	MAINTENANCE & SUPPLIES		7.18	0.00
10-70-880.00	MAINTENANCE & SUPPLIES		45.84	0.00
10-70-880.00	MAINTENANCE & SUPPLIES		12.29	0.00
40-30-880.00	MAINTENANCE & SUPPLIES		75.05	0.00

Check No. 0 Total: 323.51

Total for ETNA HARDWARE & SPORTING G 323.51

INDUSTRIAL SERVICE & SUPPLY	Chemicals Water	26484	09/28/2023	
			10/17/2023	
PO DRAWER 28328	INDSER		09/28/2023	0.00
TEMPE	GF	0	00/00/0000	0.00
AZ 85285	036977			5,824.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-877.00	CHEMICALS		5,824.00	0.00

Check No. 0 Total: 5,824.00

Total for INDUSTRIAL SERVICE & SUPPLY 5,824.00

LES SCHWAB	PD Alignment	26486	09/29/2023	
			10/17/2023	
PO BOX 35181	LES SCH		09/29/2023	0.00
SEATTLE	GF	0	00/00/0000	0.00
WA 98124-5181				114.99

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-860.00	VEHICLE MAINTENANCE		114.99	0.00

Check No. 0 Total: 114.99

Total for LES SCHWAB 114.99

MEAN GENE'S GAS	Bulk Fuel Unleaded	26482	09/30/2023	
			10/17/2023	
P O BOX 534	MGM		09/30/2023	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032				929.94

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-865.00	VEHICLE FUEL & OIL		177.36	0.00
10-41-865.00	VEHICLE FUEL & OIL		177.36	0.00
10-42-865.00	VEHICLE FUEL & OIL		177.36	0.00
10-50-865.00	VEHICLE FUEL & OIL		54.32	0.00

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	Invoice Amount	Amount Relieved
10-60-865.00	VEHICLE FUEL & OIL	43.00	0.00
40-30-865.00	VEHICLE FUEL & OIL	43.00	0.00
45-33-865.00	VEHICLE FUEL & OIL	42.97	0.00
50-45-865.00	VEHICLE FUEL & OIL	37.21	0.00
53-40-865.00	VEHICLE FUEL & OIL	177.36	0.00

Check No. 0 Total: 929.94

Total for MEAN GENE'S GAS 929.94

MECHANICS BANK — LAIF Transfer — 26481 — 10/17/2023 — 10/17/2023

MECHANIC — 10/17/2023 — 0.00

GF — 0 — 00/00/0000 — 0.00

100,000.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
25-00-102.50	CASH-MONEY MARKET		50,000.00	0.00
45-00-102.50	CASH-MONEY MARKET		20,000.00	0.00
70-00-102.50	CASH-MONEY MARKET		30,000.00	0.00

Check No. 0 Total: 100,000.00

Total for MECHANICS BANK 100,000.00

SISKIYOU COUNTY EDC — MOU October — 26487 — 10/01/2023 — 10/17/2023

1512 SOUTH OREGON ST
YREKA
CA 96097

SCEDC — 10/01/2023 — 0.00

GF — 0 — 00/00/0000 — 0.00

Oct '23 — 416.67

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-20-760.00	PROFESSIONAL & CONTRACT SERVCS		416.67	0.00

Check No. 0 Total: 416.67

Total for SISKIYOU COUNTY EDC 416.67

Total Invoices: 10

Grand Total:	107,813.76
Less Credit Memos:	0.00
Net Total:	107,813.76
Less Hand Check Total:	0.00
Outstanding Invoice Total:	107,813.76

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

Recap by Department

Department #	Department Name	Amount To Pay	Amount To Relieve
00	General	100,096.00	0.00
20	City Council	456.67	0.00
30	Water	5,942.05	0.00
33	Sewer	42.97	0.00
40	Law Enforcement	518.71	0.00
41	Police - FJ Station	177.36	0.00
42	DOJ GRANT	177.36	0.00
45	Ambulance Services	105.86	0.00
50	Fire Prevention	81.24	0.00
55	Governmental Buildings	20.96	0.00
60	Highways & Streets	78.32	0.00
70	Parks & Recreation	116.26	0.00
	Grand Total:	**107,813.76**	**0.00**

Ambulances:
Annual cardiac monitor maintenance through Zoll performed. Batteries are starting to go bad. Still waiting to hear if these are items that would qualify on a grant as they are expensive.

Building:
Dan and Jed rolled the roof. Thank you!

September Numbers

Etna 7 FJ 8 SV 14 Total: 29	ALS 10	BLS 4	Cancel 5	CCP 2	AMA/ALS 0	AMA/BLS 0	AMA/non billable 3	MSAS Rendez 0	M11 Rendez 0	Missed 5	BLSD 0

Total: 29 Billable: 14

September 2022: Total 36/ Billable 25

Fiscal year **2023-2024** Q1:											
Etna 19 FJ 24 SV 58 Total: 101	ALS 38	BLS 14	Cancel 24	CCP 2	AMA/ALS 3	AMA/BLS 2	AMA/non billable 7	MSAS Rendez 0	M11 Rendez 1	Missed 8	BLSD 1
Fiscal year **2022-2023** Q1:											
Etna 15 FJ 36 SV 77 Yreka 2 Total: 130	ALS 50	BLS 22	Cancel 28	CCP 2	AMA/ALS 2	AMA/BLS 1	AMA/non billable 15	MSAS Rendez 2	M11 Rendez 3	Missed 4	BLSD 3

Events
We provided a dedicated, staffed ambulance at EHS Football home games on Oct 5th . Last one is Oct 27th.

Misc.
*My plan was going to hold off getting a new computer at my desk. It's age was really starting to hamper efficient office time. I purchased a desktop that our IT company recommended, however, I went through the company that I purchased the Toughbooks from and was able to save $200. It has been difficult working with our IT to get it fully functional.
*Still working on the Medicare GADCS data reporting that will be finalized in November.
*We will start working on the Rural EMS Grant application that was approved last meeting.

UPCOMING TRAINING/CLASSES/EVENTS:
EMT class will be announced for the Spring semester at COS in October, to be hosted at Etna Ambulance. It will run January thru May 2024. We get paid a facility use fee payment for holding the course through them, as well as the instructors being paid through them. Samantha Hess and I will be the main instructors. Etna Ambulance team members will be encouraged to help in exchange for needed continuing education hours for their recertification.

City of Etna

Agenda Request

Date of Meeting: 10.23.23

Spokesperson(s): First 5 Siskiyou

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

Subject/Request: 16th Annual Read Across Siskiyou Proclamation

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

Approve the proclamation of the 16th annual Read Across Siskiyou event. Read the 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.

442 Main Street • P.O. Box 460 • Etna, CA 96027
P: 530-467-5256 • F: 530-467-3217

TALK, READ, SING, PLAY, EVERYDAY!
FIRST 5 Siskiyou
CHILDREN & FAMILIES COMMISSION

Siskiyou County

PROCLAMATION of the 16th ANNUAL "READ ACROSS SISKIYOU" event

Sponsored By First 5 Siskiyou Children and Families Commission

WHEREAS, the ultimate goal of the First 5 Siskiyou Children and Families Commission is that all of Siskiyou's children from prenatal through 5 years of age will be healthy, ready to learn, and supported in safe, nurturing families and communities; and

WHEREAS, children in Siskiyou County from prenatal through 5 years of age have a successful start in life through daily reading with supportive and nurturing families, caregivers, educators and community leaders; and

WHEREAS, early literacy is the foundation for academic, social emotional, and economic success; and

WHEREAS, First 5 Siskiyou, in partnership with Siskiyou County Library and the Family/ Community Resource Centers, dedicates one day each year to promote early literacy by providing the same titled book to be read by guest readers to children in various preschools, kindergartens, child care settings, libraries and online events throughout Siskiyou County on the same day and provide each child with a copy of that book to take home.

THEREFORE, the City of Etna hereby proclaims November 8 2023 as the 16th anniversary of "Read Across Siskiyou" and be it that this body enthusiastically endorses daily reading, singing and playing with children as a critical foundation for healthy development and life long success.

Signed _____ Date:_____

Cliff Munson, Mayor, City of Etna

CAPC CHILD ABUSE PREVENTION COUNCIL OF SISKIYOU COUNTY

Siskiyou County Library

City of Etna

Agenda Request

Date of Meeting: October 23, 2023

Spokesperson(s): _____

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

Subject/Request: City of Etna 2023-2031 Housing Element Update

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

Public Hearing: Proposed Update of the City of Etna General Plan Housing Element for the 6th Cycle Planning Period (2023-2031)

Discuss/Approve Resolution 2023- 015 - A Resolution of the Etna City Council Adopting the 2023-2031 Housing Element Update.

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

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

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.

442 Main Street • P.O. Box 460 • Etna, CA 96027
P: 530-467-5256 • F: 530-467-3217

CITY OF ETNA
STAFF REPORT TO CITY COUNCIL
October 23, 2023

HOUSING ELEMENT UPDATE

PROJECT SUMMARY: The project consists of a proposed update of the City of Etna General Plan Housing Element.

ENVIRONMENTAL: Exempt under Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines

ATTACHMENTS:

A. Draft Resolution 2023-015, A Resolution of the Etna City Council Adopting the 2023-2031 Housing Element Update

B. Draft 2023-2031 Housing Element Update for the City of Etna: can be read in full and downloaded at: https://www.siskiyou-housing.com/Etna/

C. Chapter 2 – Goals, Policies and Housing Programs and the City of Etna's AFFH Housing Action Plan (Table A-37) excerpted from Appendix A, section 7.0.

PROJECT OVERVIEW

Every eight years, each California city and county must update the Housing Element of their General Plan and have it certified by the California Department of Housing and Community Development (HCD). Housing elements are legally required to evaluate all of the following:

- The existing and projected housing needs of all segments of the locality's population.
- Governmental and nongovernmental constraints that may impede the production of market-rate and affordable housing, housing that is appropriate to meet the needs of special populations, and the locality's efforts to address those constraints.
- The availability and suitability of land within the locality to meet the housing needs of all segments of the population.
- Identify and evaluate fair housing issues and any associated geographic patterns associated with those fair housing issues; and identify conditions and factors that contribute to these issues and patterns.

The Housing Element is intended to provide the City of Etna with a comprehensive strategy to promote the production of safe, decent, and affordable housing for all residents. It includes policies and programs that commit the City to removing regulatory barriers to the production of market-rate and affordable housing and encouraging the conservation of the City's existing supply of housing. Many of the Housing Element's programs have measurable objectives to enable the City and residents to monitor progress over the next eight years.

On September 25, 2023, the City released a Draft Housing Element for a 30 day period for the public to provide comments on the Public Review Draft. In accordance with the requirements of state housing law, the Draft Housing Element recommends goals, policies and implementation programs intended to address the housing needs and constraints for all residents in the community, and to comply with State housing law during the eight-year planning period. Public comment and input, including the community survey that was opened from December 2022 to March 2023, has also been considered in the draft. The

purpose of the City Council hearing is to receive public and council member's comments and recommendations for the City Council to consider for incorporation into the Draft Housing Element.

The City's current Housing Element (5th cycle) was adopted in 2016. Of the required elements of the General Plan, this is the only element that must be updated on a regular basis (i.e., every eight years), and on a predetermined schedule set forth by State law. As such, the City has prepared a draft update of the Housing Element for the 2023-2031 planning period.

Housing elements are the only general plan element that is subject review and certification by the State of California. The California Department of Housing and Community Development (HCD) is assigned the authority to review and certify housing elements. HCD reviews housing elements for substantive compliance with State housing laws, and to assure the locality's housing element and its implementation move towards the State housing goal for every California to be able to attain decent housing in a suitable living environment (Government Code Sections 65580 and 65581). A housing element that is compliant with state law is essential for the City to access state funding, such as Community Development Block Grant (CDBG), Infill and Infrastructure Grant (IIG) program, etc.

OVERVIEW OF HOUSING ELEMENT REQUIREMENTS AND CHANGES TO HOUSING LAW

A key part of the draft Housing Element is that lays out strategies to address the needs of residents that are not typically met by the private market, including low-income households, seniors, persons experiencing homelessness, and people with disabilities. While a City may not directly build or own housing, a City can facilitate production by guiding land use policies, coordinating with community partners, and in the case of affordable housing, by partnering with developers, lenders, and nonprofits on funding opportunities.

California's Housing Element law acknowledges that to address the spectrum of housing needs, local governments must adopt plans and regulatory systems that provide opportunities for and do not unduly constrain housing development. It also establishes that each city and county accommodate their fair share of affordable housing as an approach to distributing housing needs throughout the region and state. State law requires that Housing Elements address the following issues, among others:

- Include all economic segments of the community in the planning process;
- Review the progress and effectiveness of previous Housing Elements;
- Assess housing needs, including those of special needs populations, such as seniors, individuals experiencing homelessness, female-headed households, large households, and persons with disabilities;
- Assess the fair housing issues and trends in four key areas, contributing factors to these issues and trends, as well as the local jurisdiction's fair housing enforcement and outreach capacity;
- Address governmental and non-governmental constraints to housing production;
- Inventory whether there are an adequate number of appropriately zoned sites to accommodate existing need and projected growth for all income groups, as projected by the State Department of Housing and Community Development;
- Outline a housing program with goals, policies, and programs that are consistent with the General Plan and that address housing needs, constraints, and available resources, including any fair housing issues that have been identified. The housing program must include a timeline of programs during the planning period.

Beginning in the 2017 legislative year, numerous new housing laws have been enacted by the State. Many of these laws mandate new analyses and programs in each Housing Element, as well as an entire slate of laws to remove barriers to the development of Accessory Dwelling Units (ADUs), including limitations on local government regulation of ADUs. These new laws apply to the 2023-2031 Housing

Element update, and wherever available, HCD guidance memos have been followed in its development. These include, but are not limited to:

- ADUs (AB 3182, AB 671, AB 68, AB 587, AB 670, AB 881, SB 13)—These new laws limit local jurisdictions' ability to restrict the development of ADUs in a variety of ways and mandate streamlined, ministerial approval of ADUs within defined conditions. AB 671 specifically requires that Housing Elements include a plan to incentivize and promote the creation of ADUs that can offer affordable rents for very-low, low-, or moderate-income households.
- Affirmatively Furthering Fair Housing (AB 686)—All Housing Elements adopted on or after January 1, 2021 must contain an Assessment of Fair Housing (AFH) conducted in accordance with HCD program guidance, an analysis of the Adequate Sites Inventory, a matrix of identified contributing factors to fair housing issues, and a program of actions that promote and affirmatively further fair housing opportunities throughout the community.
- No Net Loss (SB 166)— As jurisdictions make decisions regarding zoning and land use, and as development occurs, jurisdictions must have a program to assess their ability to accommodate new housing on the remaining sites in their Housing Element site inventories. A jurisdiction must add adequate sites if land use decisions or development results in a shortfall of sufficient sites to accommodate its remaining housing need for each income category.
- Site Inventory (SB 6, AB 1397, AB 1486, AB 686, AB 725)—The Housing Element establishes a jurisdiction's strategy to plan for and facilitate the development of housing over the planning period by providing an inventory of land adequately zoned or planned to be zoned for housing and programs to implement the strategy. These laws modified the content of the site inventory, including new analyses for capacity calculations, infrastructure requirements, suitability of non-vacant sites, size of site and density requirements, location requirements, sites identified in the previous Housing Element and rezone program requirements, among others.

ENVIRONMENTAL REVIEW

It is staff's opinion that the draft Housing Element Update is exempt from environmental review pursuant to Section 15061(b)(3) of the CEQA Guidelines, which states "The activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." Therefore, prior to adoption of the Housing Element Update, the City should make the finding that "it can be seen with certainty that there is no possibility that adoption of the Housing Element Update may have a significant effect on the environment".

In support of this finding, staff would suggest that even though the Housing Element establishes goals, policies, and programs that are intended to facilitate the development of housing in the city, there are no goals, policies, or programs that would result in increased residential densities, allow residential development to occur in areas not already designated and zoned for such, or diminish environmental oversight of future projects. Therefore, potential environmental impacts under the proposed Housing Element are no greater than potential environmental impacts under existing zoning and land use designations.

NEXT STEPS

The City is currently working toward a deadline of November 2023 to submit the Housing Element to HCD for an initial 90-day review cycle. Following receipt of HCD's comments, it is anticipated that the City will need to modify the draft Housing Element to address HCD's comment as this is a fairly typical outcome of HCD's review.

PLANNING STAFF'S RECOMMENDATION

Staff recommends that the City Council consider the totality of the record before it, including all comments presented at the public hearing, and should the Council determine that the project as proposed would not have a significant impact on the environment, staff recommends that the City Council:

- **Make** the finding that the project, as proposed does not have the potential to result in a significant impact on the environment; and
- **Adopt** draft Resolution 2023-_____ A Resolution of the Etna City Council Adopting the 2023-2031 Housing Element Update.

SUGGESTED MOTIONS

A. I move we make the finding that, on the basis of the entirety of the record before us, including comments received, the proposed project could not have a significant adverse effect on the environment.

B. I move that we adopt Resolution 2023-_____ Adopting the 2023-2031 City of Etna Housing Element Update.

ATTACHMENTS

A. Draft Resolution 2023-_____, A Resolution of the Etna City Council Recommending Adopting the 2023-2031 Housing Element Update

B. The Draft 2023-2031 Housing Element can be read in full and downloaded at https://www.siskiyou-housing.com/Etna/
A paper copy of the Draft 2023-2031 Housing Element is available for review at Etna City Hall (located at **442** Main St, Etna, CA 96027).

C. Chapter 2 – Goals, Policies and Housing Programs and the City of Etna's AFFH Housing Action Plan (Table A-37) excerpted from Appendix A, section 7.0.

ATTACHMENT A
RESOLUTION 2023-__

RESOLUTION 2023-015

A RESOLUTION OF THE ETNA CITY COUNCIL ADOPTING THE 2023-2031 HOUSING ELEMENT UPDATE

WHEREAS, the current City of Etna General Plan Housing Element for the 5th cycle planning period was adopted in 2016; and

WHEREAS, state Housing Element Law (Government Code Sections 65580 et seq.) requires that the City Council adopt a Housing Element update every eight years. The current update is referred to the 6th cycle update for the 2023-2031 planning period. In order to comply with state law, the City of Etna has undertaken the review and update of the Housing Element for the 6th cycle planning period that sets forth housing policies and programs to facilitate the preservation and development of housing; and

WHEREAS, Chapter 1 of the 6th cycle draft Housing Element update ("draft Housing Element") describes the public participation effort undertaken to update the housing element; and

WHEREAS, in accordance with Government Code Section 65585 (b), on September 25, 2023, the City posted the draft Housing Element and requested public comment for a 30-day review period, and extended the public review period to October 25, 2023, and

WHEREAS, the City Council reviewed the draft Housing Element at the Commission's regularly scheduled meeting of October 23, 2023; and

WHEREAS, the City Council determined the draft Housing Element does not have the potential to cause a significant impact to the environment and is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) of the CEQA Guidelines as the draft Housing Element will not result in any direct or indirect physical changes to the environment; the draft Housing Element does not make any changes to the General Plan land use map and would not modify any land use designations, allowed densities, or land use intensities established by the General Plan; the revisions would not result in any changes to the intensities or densities of allowed uses beyond those allowed by the General Plan and those standards currently required by State law; the draft Housing Element does not entitle, propose, or otherwise require the construction of new development or rehabilitation of existing development, but rather updates housing policies and programs in order for the City of Etna to comply with State housing law; and

WHEREAS, the City Council has found the draft Housing Element, and the programs and housing action plan contained in Chapter 2 take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics, consistent with the City's obligation to affirmatively further fair housing pursuant to Government Code Section 8899.50; and

WHEREAS, the City Council has found that the draft Housing Element is in the public interest because it provides the City with a mechanism to further social, economic, housing and other goals that have been adopted by the City Council and the State Legislature. The draft Housing Element will help the City achieve the following housing goals:

1. Provide Adequate Sites
2. Ensure the Availability of a Variety of Housing Types
3. Conserve, Rehabilitate, and Enhance the Condition of the Existing Housing Stock and Residential Neighborhoods
4. Facilitate the Provision of Housing Suited to Persons with Special Needs

5. Encourage and Support the Development of Affordable Housing
6. Encourage Sustainable Housing Development and Energy Conservation
7. Promote Equal and Fair Housing Opportunities for All People

WHEREAS, the City Council has found that the draft Housing Element is consistent with a comprehensive view of the Etna General Plan, and

NOW, THEREFORE, BE IT RESOLVED that the City Council:

1. Held a public hearing in the manner prescribed by law; and
2. Find the draft Housing Element is exempt from the CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines; and
3. Adopt the draft Housing Element; and
4. Authorize the City's Housing Element Consultant, Planwest Partners, Inc., in consultation with the Contract City Planner to consider and incorporate written public comments, as appropriate, received by 6:30 pm, October 23, 2023; and
5. Authorize the City's Housing Element Consultant, Planwest Partners, Inc., in consultation with the Contract City Planner to transmit the adopted Housing Element to HCD for review upon completion of the ten-business day period prescribed by Government Code Section 65585(b)(1).

BE IT FURTHER RESOLVED that minor changes to the draft Housing Element that do not substantially change the goals, policies, programs, or objectives, that are reasonably based on credible information that is readily accessible to the public, to make the draft internally consistent or to address any non-substantive changes or amendments suggested or requested by HCD, and that are published in accordance with Government Code Section 65585(b)(1) shall not be considered to be substantial changes requiring further review by the City Council. However, should HCD require substantial modifications to the adopted Housing Element not previously considered by the City Council, City staff shall bring such modifications back to the City Council for its recommendation pursuant to Government Code Section 65356.

IT IS HEREBY CERTIFIED that the foregoing Resolution 2023-015 was duly adopted on a motion by Council Member _____ and seconded by Council Member _____ at a regular meeting of the City of Etna City Council held on the 23rd day of October 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF ETNA CITY COUNCIL

_____

Cliff Munson, Mayor

WITNESS, my hand and seal this 23rd day of October 2023

_____

Pamela Eastlick, City Clerk

ATTACHMENT B
DRAFT HOUSING ELEMENT UPDATE

The Draft 2023 Housing Element Update for the City of Etna is available online at https://www.etnaca.com/forms-documents and https://www.siskiyou-housing.com/etna/ Additionally, a paper copy is available for review at Etna City Hall, 442 Main Street, Etna CA, Monday through Thursday between the hours of 8:00 a.m. and 4:00 p.m.

ATTACHMENT C
GOALS, POLICIES, AND HOUSING PROGRAMS AND THE AFFH HOUSING ACTION PLAN
(EXCERPT FROM DRAFT HOUSING ELEMENT)

CHAPTER 2 – GOALS, POLICIES, AND HOUSING PROGRAMS

This chapter of the Housing Element contains the City's housing goals and policies, as well as proposed strategies (or programs) to implement these goals and policies.

According to the State General Plan Guidelines (2017), a goal is an ideal future end related to the public health, safety, or general welfare. Because goals are general expressions of a community's vision for itself, goals may be abstract in nature, and as a result, they are generally not quantifiable or time dependent. Therefore, to aid in reaching the goals, specific statements (i.e., policies) are adopted to guide decision-making and through the implementation of programs that commit the City to specific courses of action.

The objective of the Housing Element goals, policies, and programs is to address those housing needs, constraints to housing production, and contributing factors to fair housing identified in Appendix A. Available funding resources for housing are discussed in Appendix C and are integrated into programs as applicable. Each program contains a description of the intended action, identification of the responsible agency, possible funding sources (if available), the timeline for implementation, and anticipated results. Whenever possible, anticipated results are expressed in quantified terms.

Required Program Components

To address the housing needs of all income levels in compliance with State housing element law, a jurisdiction must, at a minimum, identify a suite of programs that do all of the following:

- Identify adequate sites, with appropriate zoning and development standards and services to accommodate the locality's share of the regional housing needs for each income level.
- Assist in the development of adequate housing to meet the needs of extremely low-, very low-, low-, and moderate-income households.
- Address and, where possible, remove governmental constraints to the maintenance, improvement, and development of housing, including housing for people at all income levels, as well as housing for people with disabilities.
- Conserve and improve the condition of the existing affordable-housing stock.
- Preserve assisted housing developments at-risk of conversion to market-rate.
- Promote equal housing opportunities for all people, regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.
- Explicitly address, combat, and relieve disparities resulting from past and current patterns of segregation to foster more inclusive communities, address disparities in housing needs and access to opportunity, and foster inclusive communities.

For each program, the jurisdiction must identify a schedule of actions during the planning period, the agencies and officials responsible for implementation, and identification of funding sources to implement the program. Appropriate grant programs that will be applied can be identified as a funding source. The goals of Etna's 2023-2031 Housing Element are itemized below. Within each goal there are associated policies and programs. Implementation of the policies and programs will facilitate achieving the Goal.

The Goals of the Housing Element and the number of Policies and Programs within each Goal are as follows:

GOAL HE.1: Provide Adequate Sites

GOAL HE.2: Ensure the Availability of a Variety of Housing Types

GOAL HE.3: Conserve, Rehabilitate, and Enhance the Condition of the Existing Housing Stock and Residential Neighborhoods.

GOAL HE.4: Facilitate the Provision of Housing Suited to Persons with Special Needs

GOAL HE.5: Encourage and Support the Development of Affordable Housing

GOAL HE.6: Encourage Sustainable Housing Development and Energy Conservation

GOAL HE.7: Promote Equal and Fair Housing Opportunities for All People

Use of the California icon below denotes Etna's policies and programs that fulfill a specific State housing law requirement. Table 2-1 below, lists the 17 programs that are intended to meet a State housing law mandate and is for quick reference. While there are programs that do not have the California icon, these programs are intended to meet one or more of the required program components discussed above. Also, some programs are included in response to public input received during meetings.

Table 2-1
Programs to Meet a Specific State Law Requirement

Policy HE 1.2	HE.2.3.1	HE.4.2.4
HE.1.3.1	HE.3.2.1	HE.4.2.5
HE.1.3.2	HE.4.2.1	HE.4.2.6
HE.1.3.3	HE.4.2.2	HE.7.1.1
HE.2.1.1	HE.4.2.3	HE.7.1.2
HE.2.2.2		

To affirmatively further fair housing, jurisdictions must establish goals, policies, and actions based on the identified contributing factors, and the priority of those factors. Government Code Section 8899.50 requires "meaningful actions" well beyond combating discrimination to overcome patterns of segregation and foster inclusive communities. These actions, as a whole, must:

- Address significant disparities in housing needs and in access to opportunity;
- Replace segregated living patterns with truly integrated and balanced living patterns;
- Transform racially and ethnically concentrated areas of poverty into areas of opportunity; and
- Foster and maintain compliance with civil rights and fair housing laws, to address Etna's fair housing issues and the contributing factors.

Contributing factors are prioritized in Section 7.0 of Appendix A. Etna's Action Plan that will address the identified contributing factors to overcome identified patterns of segregation and affirmatively further fair housing is also found in Section 7.0 of Appendix A. Etna's housing programs to affirmatively further housing are not confined to Appendix A alone as Chapter 2 also includes programs that affirmatively address fair housing issues. Programs that further fair housing are identified by fair housing icon:

Goal HE.1 – Provide Adequate Sites

Assist in increasing the affordability of housing in Etna, the City shall provide adequate sites to accommodate the City's housing needs and regional housing needs, provide a wide range of housing section by location, type, income level, and tenure by always ensuring there is an adequate supply of land for residential development.

Policy HE.1.1

The City shall encourage and facilitate the construction of housing to meet the City's share of regional housing needs during the 2023-2031 Housing Element planning period of at least one (1) extremely low income unit and one (1) low income unit. In addition to Etna's share of the regional housing needs, the City shall encourage and facilitate the rehabilitation and construction of the following number of housing units according to the following income levels:

Table 2-2
City of Etna Quantified Objectives, 2023-2031

	Extremely Low Income	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Total
New Construction	1	1	1	0	0	**3**
Rehabilitation	1	1	1	0	0	**3**
Preservation*	0	0	0	0	0	**0**
Totals	**2**	**2**	**2**	**0**	**0**	**6**

* The City has not established an objective for preservation of affordable housing as there are no assisted housing developments or units in the City; therefore, there is no risk of conversion during the planning period.

Policy HE.1.2

Ensure Etna provides adequate sites with appropriate zoning and available public facilities and services to meet the City's share of regional housing needs for all income groups during the housing element planning period. These lands shall be available at any time with appropriate General Plan and Zoning regulations for residential development to reduce the impact that the lack of available land may have on the cost of single-family and multifamily development.

Policy HE.1.3

The City shall not place any condition of approval that lowers the proposed density of a residential project if the project otherwise conforms to the General Plan, zoning, and/or development policies in effect, unless the requisite findings required by Government Code Section 65589.5 et seq. are made.

Program HE.1.3.1

To ensure at all times during the planning period the City has an adequate inventory to accommodate its designated regional housing need allocation, the City will evaluate and make written findings for entitlement and building permit applications seeking to develop designated inventory sites for decreases in density and affordability of housing units consistent with No Net Loss Law, Government Code Section 65863 et seq. If project approval will result in an inventory deficit, steps will be taken to replace the lost inventory sites by rezoning qualified properties in other areas as needed to meet the City's remaining RHNA for lower-income households in accordance with Government Code Section 65863 et seq.

Administration: City Council
Funding: Application fee, General Fund
Timing: On a project-by-project basis; the City shall conform with the provisions of Government Code Section 65863 et seq. if an inventory deficit is found

Program HE.1.3.2

1) Coinciding with the annual General Plan Progress Report, 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 Etna's share of regional housing needs, a variety of housing types for all income levels. If a deficiency is projected to occur, the City shall take steps to change the General Plan and zoning as needed to increase the amount of available land. As a part of this process, 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. The City shall make the inventory available to the public, especially the development community, for their information and use.

2) The City will continue to monitor the need for multifamily development (i.e., R 3, High Density Residential) on an annual basis. The City Council and the public will receive a report of the analysis outcome and any necessary actions as part of the General Plan Annual Progress reports. "Needed action" to address the need for multifamily development shall include allowing multifamily development in the commercial districts without a use permit. (was Program HE.1.1.1)

Administration: City Council
Funding: General Fund
Timing: 1) and 2): On an annual basis congruent with the General Plan Annual Progress Report, required pursuant to Government Code Section 65400, for the duration of the 2023-2031 housing element planning period.

Program HE.1.3.3 (was Program HE.1.1.5)

1) In compliance with State law, i.e., subparagraph (a) of Government Code Section 65589.7, the City shall deliver the adopt housing element to all public agencies that provide water and sewer service in the City of Etna.

2) The City shall grant priority for the provision of water and sewer services to proposed developments that include housing units affordable to lower income households, in compliance with State law, i.e., subparagraph (a) of Government Code Section 65589.7.

3) In compliance with State law, i.e., subparagraph (b) of Government Code Section 65589.7, the City shall establish written policies and procedures that grant priority for water and sewer to proposed development that includes housing affordable to lower-income households.

Administration: City Council
Funding: General Fund
Timing: 1) Within thirty (30) days of adoption of the 2023-2031 Housing Element; 2) Immediately and at all times for the duration of the 2023-2031 Housing Element; 3) within one year from adoption of the Housing Element.

Program HE.1.3.4 (was Program HE.1.1.5, HE.5.1.1, and HE.5.1.2)

Continue to maintain adequate sewer and water services, as well as plan for the expansion of these services, as may be necessary to continue adequate services for residents and to accommodate a population changes. The

Development proposed with the City's sphere of influence, the City shall coordinate with Siskiyou County to ensure proposed development is consistent with the City's General Plan and adopted long-term goals, policies and objectives for housing and related development.

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.

Administration: City Council
Funding: federal and state grants/loans, general fund
Timing: For the duration of the 2023-2031 Housing Element's planning period.

Goal HE.2 – Ensure the Availability of a Variety of Housing Types

Etna shall remove governmental constraints on the development, maintenance, and improvement of housing to ensure a variety of housing types for all income levels can be developed throughout the City of Etna during the 2023-2031 Housing Element planning period.

Policy HE.2.1

The City will ensure that developers and City residents are made aware of key housing programs and development opportunities.

Program HE.2.1.1

The City will improve community awareness and support for the City's housing programs citywide by publicly sharing information on the City's website about zoning ordinances, development standards, fees, exactions, surplus public lands, fair housing resources, reasonable accommodation procedures, and housing affordability requirements, and will use affirmative marketing best practices to prepare and publish housing information.

The City shall also encourage development of Accessory Dwelling Units (ADUs) and Junior ADUs by applying for State funding that could allow awarded funds to be used for ADU development such as CalHOME and by publishing information about ADUs and JADUs on its website. This program will be implemented consistent with the requirements of AB 1483 (2019).

The City will perform proactive public outreach using a variety of methods that may include in-person or virtual participation and may occur outside City offices and regular business hours, e.g., community events, farmer's markets; real estate industry workshops, and direct contact with developers and property owners to improve the dissemination of information about the City's housing programs including affordable housing programs.

Administration: Planning Department, City Manager
Funding: General Fund
Timing: Within one year from adoption of the Housing Element. To improve awareness of the City's affordable housing programs, the City will participate in an industry event, workshop, or similar public event/activity at least once a year beginning in 2025.

Policy HE.2.2

The City shall ensure that the City's land use regulations are consistent with State law, and that planning and building entitlement and permit processes and procedures do not unnecessarily constrain the production of housing. The City shall continue its practice of prioritizing multifamily development entitlement applications. The City shall strive also to ensure that City fees are not a constraint to the development of affordable housing.

In addition to the other uses permitted in the High Density Residential (R-3) zone, the City will facilitate development of housing on properties zoned R-3 by allowing multiple attached and/or detached duplexes and triplexes as principally permitted uses up to the maximum density allowed by the zone (20 units per acre).

Program HE.2.2.1 (was Program 2.1.2)

The City shall amend Chapters 17.16.050 and 17.16.070 of the High Density Residential – R-3 zone to remove the conditional use permit requirement for multifamily development, and to expressly permit multifamily development as a by-right permitted use. The amendments to Chapters 17.16.050 and 17.16.070 shall continue to permit housing development configured as duplexes and triplexes as by-right permitted housing types.

Administration: Planning Department, City Manager
Funding: General Fund
Timing: Within two years from adoption of the 2023-2031 cycle housing element.

Program HE.2.2.2

The City shall amend the Etna Municipal Code, Title 18, to adopt implementing procedures that are consistent with State Density Bonus Law, Government Code Section 65915 et seq. To reduce the need for future municipal code amendments and updates, the amendments will focus on local procedures for processing density bonus applications, and application documents and information required to be submitted with a density bonus application in order for an application to be deemed complete (Government Code Sections 65915, subparagraph (3)). Consistent with subdivision (n) of Government Code Section 65915, the City's Zoning Ordinance amendments for density bonus may consider allowing the City to grant a density bonus greater than described in State Density Bonus Law (SDBL) for a development that meets the requirements of SDBL.

Administration: City Council
Funding: LEAP, and General Fund
Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Program HE.2.2.3 (was Program HE.1.1.3)

The City shall review building and development connection fees and permit fees, and modify, as feasible, those standards and fees deemed to be unnecessary, excessive, or that create unusual constraints on affordability and housing availability. At the time of adoption of any new mitigation fees, the City shall consider the housing needs of low- and moderate- income households. Provisions shall be included for potential fee reductions or other cost reductions for projects where 25 percent or more of the housing would be dedicated to low- and moderate-income persons when a covenant is signed assuring continued use by low- and moderate-income households.

Administration: City Council
Funding: General Fund
Timing:
A) Beginning in 2025, and biennially thereafter.

B) Prior to adoption of new ordinances and resolutions for residential development standards and fees.

Program HE.2.2.4 (was Program HE.3.1.2)

The City shall amend subsection (A) of 17.36.040 of Chapter 17.36 to strike the word "morals" from the findings as this wording is considered to be ambiguous and as such could be discriminatory.

Administration: City Council
Funding: LEAP, and General Fund
Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Policy HE.2.3

The City will facilitate the development of workforce and affordable housing through supporting funding applications, expedited permit review, approval of requests density bonus or development incentives, the availability of ministerial streamlining for qualifying projects, and other incentives. The City will work with market rate and nonprofit housing developers, and community organizations to develop workforce and affordable housing.

Program HE.2.3.1

1) The City shall provide density bonuses to homebuilders proposing to include qualifying dwelling units and/or other qualifying project amenities within residential developments consistent with Government Code Section 65915 et seq.

2) The City will prepare and publish materials on the City's website informing property owners and housing developers of the City's density bonus program for qualified housing developments consistent with Government Code 65940.1. (was Program HE.1.1.2)

3) During the Housing Element planning period, the City shall monitor State law for amendments to Government Codes Sections 65915 et seq., to ensure ongoing compliance with State law. If State law is amended such that revisions to the City of Etna's Zoning Code are necessary for legal compliance, the City will initiate amendments to Title 18 of the Etna Municipal Code.

Administration: City Council, City Administrator
Funding: General Fund
Timing: 1) As qualifying prospective projects are submitted; 2) within 30 days of adoption of amendments to the Title 17, of the Etna Municipal Code; and 3) As part of the City's annual housing element progress report, the City shall report to the City Council any amendments to Government Codes Section 65915.

Program HE.2.3.2 (was Program HE.2.1.4)

Amend the Zoning Ordinance to require a single parking space for one-bedroom units in multifamily housing developments.

Administration: City Council, City Administrator
Funding: LEAP, and General Fund
Timing: As part of the City's Zoning Ordinance update which is planned to be adopted in Q4 2024.

Goal HE.3 – Conserve, Rehabilitate, and Enhance the Condition of the Existing Housing Stock and Residential Neighborhoods.

The City shall initiate all reasonable efforts to preserve, conserve, and enhance the quality of existing dwelling units and residential neighborhoods to ensure full utilization of the City's existing housing resources for as long as physically and economically feasible.

Ensure that the quality, safety, and livability of housing in Etna is continually maintained or upgraded, including measures to improve energy conservation, and that dilapidated units which cannot be improved are replaced.

Policy HE.3.1

The City shall support housing rehabilitation and encourage housing maintenance in order to avoid future need for significant rehabilitation or replacement.

Program HE.3.1.1

1) The City shall continue to encourage the construction of new housing and/or the rehabilitation of existing housing for residents with special needs by granting these persons and/or households priority in the City's CDBG housing rehabilitation program.

2) Continue to apply for CDBG funds, and as other appropriate funding becomes available, to assist homeowners with low interest loans and/or grants through the City's Housing Rehabilitation Program. With a goal of assisting 10 households over the next eight_years, strive to preserve low- and moderate-income housing through implementation of the Housing Rehabilitation Program. Rehabilitation, energy conservation, and weatherization program information will be periodically updated by staff and disseminated to the public through annual mailings and handouts made available at City Hall. In order to reduce energy consumption in the city, require units to be rehabilitated with CDBG funds to include energy conservation features, such as dual-pane windows, insulation, caulking, and weather stripping. (was Program HE.4.1.1)

   Administration: City Administrator
   Funding: CDGB/Revolving Loan Fund
   Timing: 1) For the duration of the 2023-2031 housing element period. 2) Apply annually as NOFAs are released for the duration of the 2023-2031 housing element planning period.

Program HE.3.1.2

1) The City shall provide free guidance and technical assistance through the Building Department to homeowners who wish to repair and improve the habitability and weatherization of existing housing. The availability of this service will be advertised as part of the City's proactive public outreach for housing to improve community awareness.

2) The City shall support third-party and non-profit organizations, such as Great Northern Corporation, that offer zero- and low-cost rehabilitation or weatherization programs, including but not limited to, facilitating notification of owners of homes in need of rehabilitation or weatherization about programs that could help meet rehabilitation needs.

3) The City will support and promote the activities of other governmental agencies and non-profits that promote homeowner maintenance and improvement of self-help skills. The City will advertise the availability of these programs and services using the City's website, mailers with utility bills, and display of printed materials in City offices and the City library.

4) The City shall continue to perform proactive code enforcement to improve housing units that are substandard and have habitability issues in order to conserve the inventory of housing, encouraging the removal of dilapidated housing, using funding where possible, to offset the cost of replacement housing. (was Program HE.4.1.1)

5) The City will implement affirmatively marketing of its housing programs. An affirmative marketing program will include:

- Advertising the availability of programs in multiple languages, and advertise in various media outlets, such as newspapers, magazines, radio, or online platforms, that reach a wide and varied audience.
- Provide information about the program to potential applicants in multiple languages.
- Offering reasonable accommodations to persons with disabilities to ensure equal opportunity to apply. This measure includes placing information relating to requests for reasonable accommodations at the main counter at City Hall and on meeting agendas.
- Creating materials that feature images and messages that appeal to a diverse range of potential applicants, including classes protected under fair housing laws.

Administration: City Council, City Administrator
Funding: General Fund
Timing:

1) No less than annually
2) The City shall contact third-party and non-profit organizations no less than annually about availability of zero- and low-cost rehabilitation or weatherization programs.
3) The City shall contact agencies and non-profit organizations no less than annually about planned activities, and coordinate participation.
4) Transactionally during the planning period, and as substandard housing conditions are verified by City employees or the Building Department.
5) For the duration of the 6th cycle housing element planning period.

Policy HE.3.2

Implement Replacement Housing to Mitigate the Loss of Affordable Housing Units on Housing Element Inventory Sites. Upon City Council adoption of the 6th Cycle Housing Element Update, the City shall immediately begin implementing replacement housing, when applicable, in accordance with Government Code Section 65583.2(g)(3). The replacement housing policy shall require new housing developments on the City's designated Housing Element Inventory Sites to replace all affordable housing units lost due to new development. The City shall also prepare and adopt a local replacement housing policy.

Program HE.3.2.1

The City shall prepare and adopt a written replacement housing policy consistent with Government Code Section 65583.2(g)(3). The City will adopt a policy and will require replacement housing units subject to the requirements of Government Code section 65915, subdivision (c)(3) on sites identified in the City's site inventory when any new development (residential, mixed-use or nonresidential) occurs on a site that is identified in the inventory meeting the following conditions:

- currently has residential uses or within the past five years has had residential uses that have been vacated or demolished, and
- was subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of low or very low-income, or

- subject to any other form of rent or price control through a public entity's valid exercise of its police power, or
- occupied by low or very low-income households.

The City's policy will also consider how to provide disclosure for properties subject to replacement housing for future property owners.

Administration: City Council
Funding: General Fund
Timeframes: The Replacement Housing requirement shall be implemented immediately and applied as applications on designated Housing Element Inventory Sites are received and processed, and local policy shall be adopted by December 31, 2024.

Policy HE.3.3

Conserve existing housing wherever possible, ensure existing occupants are provided notice and minimize displacement of occupants.

Goal HE.4 – Facilitate the Provision of Housing Suited to Persons with Special Needs

The City shall facilitate development of sites for special needs housing, including the housing needs of persons with disabilities and persons experiencing homelessness.

Policy HE.4.1

Continue to promote housing for persons with special needs, including senior households, female-headed households, persons with disabilities, persons with developmental disabilities, farmworkers, and large households. The City shall give high priority to the building permit processing and inspections for individuals with disabilities, including developmental disabilities.

Policy HE.4.2

The City shall amend Title 18, Etna Municipal Code, to ensure the Zoning Regulations comply with state law and are implemented consistent with state law. Specifically:

- Government Code Section 65583 for emergency shelters.
- Government Code Section 65650-65656 for supportive housing developments. The amendments shall permit supportive housing developments by-right in zones that permit multifamily and mixed uses including nonresidential zones permitting multifamily uses when the statutory requirements are met.
- Government Code Section 65660-65668 for low barrier navigation centers, a type of emergency shelter. The amendments shall permit low barrier navigation centers by-right in the same zones that permit emergency shelters as well as areas zoned for mixed use and nonresidential zones permitting multifamily uses when the statutory requirements are met.
- Employee housing including farmworker housing consistent with Health and Safety Code Sections 17021.5, 17021.6, and 17021.8.

Program HE.4.2.1

1) Consistent with Government Code Section 65650 et seq., the City shall amend the R-2, R-3, M-H, C-1 and C-2 zones to allow by-right supportive housing developments as a by-right use and not subject to a conditional use permit or other discretionary approval if the requirements of Government Code Sections 65651 and 65652 are met.

2) Consistent with Government Code 65583(c)(3), the City shall amend the C-1 and C-2 zones to allow low barrier navigation centers as a by-right use and not subject to a conditional use permit or other discretionary approval if the requirements of Government Code Section 65662.

Administration: City Council
Funding: General Fund
Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Program HE.4.2.2

The City shall continue to permit emergency shelters in the C-2 zone without a conditional use permit or other discretionary permit, subject only to development and management standards that apply to residential or commercial development in the same zone, and shall not have the effect of precluding emergency shelters. Management standards shall be objective and encourage and facilitate the development of, or conversion to, emergency shelters, and are consistent with Government Code Section 65583(a)(4) et seq. Off-street parking standards shall be consistent with Government Code Section 65583(a)(4)(A). Specifically, the City shall:

1) Pursuant to AB 139 (2019), the City shall amend the emergency shelter regulations, section 17.34.280 of the Etna zoning regulations to ensure the parking requirements for emergency shelters do not exceed those for residential or commercial uses and are objective.

Administration: City Council
Funding: General Fund
Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Program HE.4.2.3

1) The City shall amend the Zoning Ordinance to allow employee housing including farmworker housing consistent with Health and Safety Code Section 17021.5. Specifically:

   A) Consistent Section 17021.5 of the Health and Safety Code, any employee housing providing accommodations for six or fewer employees shall be deemed a single-family structure with a residential land use designation, and shall be a by-right use in the R-1-10, R-1-12, R-2, R-3, and M-H zones. Use of a family dwelling for purposes of employee housing serving six or fewer persons shall not constitute a change of occupancy per section 17021.5 of the Health and Safety Code,

   B) Employee housing of permanent construction consisting of no more than 36 beds in a group quarters, or 12 units or spaces designed for use by a single family or household, shall be allowed by-right in the R-3 and M-H zones, in the same manner and subject only to development standards that apply to residential development in the same zone, and in C-1 and C-2 zones with a use permit.

C) For the purpose of all local ordinances, employee housing shall not be included within the definition of a boarding house, rooming house, hotel, dormitory, or other similar term that implies that the employee housing is a business run for profit or differs in any other way from a family dwelling.

2) The City will also explore the possibility of utilizing the Joe Serna Grant program as a means to buy existing housing and convert the housing into farmworker housing.

Administration: City Council
Funding: LEAP and General Fund
Timing: 1) Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element. 2) Apply annually as NOFAs are released for the duration of the housing element planning period.

Program HE.4.2.4

The City shall either repeal or amend the definition of "family" in Section 17.06.820, Title 17 of the Etna Zoning Regulations, and the amendments shall comply with State law. Should the City elect to amend the definition of family (rather than repealing the definition), the amendments shall not overly scrutinize living arrangements, limit a family to single housekeeping units, require that residents be related by blood, marriage, or adoption, or impose a zoning limit on the number of unrelated people. The City shall consult the Department of Housing and Community Development (HCD) Group Home Technical Advisory published December 2022, or any updates thereto.

Administration: Planning Department
Funding: General Fund
Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Program HE.4.2.5

The City shall amend Title 18 of the Etna Municipal Code for the following, and in preparing the amendments, the City shall consult the Department of Housing and Community Development (HCD) Group Home Technical Advisory published December 2022, or any updates thereto. The amendments to the Etna Municipal Code shall allow:

1) Group homes, even homes that have more than six residents, that do not provide licensable services shall be allowed in R-1-10, R-1-12, R-2, R-3, M-H zones by-right, subject only to the generally applicable, nondiscriminatory health, safety, and zoning laws that apply to other residential development within the same zone.

2) Group homes that provide licensable services to six or fewer residents shall be allowed in R-1-10, R-1-12, R-2, R-3, M-H zones by-right, subject only to the generally applicable, nondiscriminatory health, safety, and zoning laws that apply to residential development within the same zone.

3) Conditional use permit findings shall be objective and provide for approval certainty for groups homes that provide licensable services to more than six residents in the R-2, R-3, M-H , C-1, and C-2 zones.

4) Amend the definition of group home shall be consistent State law, including the City's obligation to affirmatively further fair housing, and HCD's Group Home Technical Advisory published December 2022.

Administration: Planning Department
Funding: General Fund

Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Program HE.4.2.6

The City shall amend the reasonable accommodation procedures, Chapter Title 17.50, to conform with federal and state law. Specifically, the amendments shall make the following updates:

1) Repeal the findings and decision language in section 17.050.070(A) of "potential impact on surrounding land uses" and the "physical attributes of the property and structure".
2) The conditions of approval in subsection (B) of 17.050.070 shall be amended to require engagement of the interactive process to determine if another reasonable accommodation may provide an equivalent level of benefit when a reasonable accommodation request would impose an undue financial burden and administrative burden on the City and/or would require a fundamental alteration to the zoning laws, policies, or procedures of the City.
3) The written procedures shall allow a provider or developer of housing for individuals with disabilities to also request reasonable accommodation.

Administration: City Council and Planning Department
Funding: General Fund
Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Program HE.4.2.7

The City shall amend the Zoning Ordinance to allow senior care facilities by right in the High Density Residential (R-3) and Mobile Home Residential (M-H)) districts and with a use permit in the Community Commercial (C-1) and General Commercial (C-2) districts.

Administration: City Council and Planning Department
Funding: General Fund
Timing: Initiate amendments within one year from adoption of the 2023-2031 Housing Element and adopt amendments within two years from adoption of 2023-2031 Housing Element.

Policy HE.4.3

The City shall encourage and support organizations and programs, including housing providers, to address the housing needs of special needs groups (seniors, female headed households, single-parent households with children, persons with disabilities, persons with developmental disabilities, farmworkers, individuals and families experiencing homelessness, and persons with extremely low incomes). The City shall seek to assist in meeting these special housing needs through a combination of regulatory amendments and incentives, and identifying and applying for funding with qualified housing developers to develop needed housing in the City.

Program HE.4.3.1 (was Program HE.1.2.6)

1) The City will support the implementation of the Siskiyou County 10 Year Plan to End Homelessness, specifically goals for increasing the supply of permanent supportive housing and affordable housing, expanding the capacity for housing providers, and expanding options for low barrier emergency shelter and housing. The City will consult with the NorCal Continuum of Care Coordinator on strategies to provide services, shelter, and housing for those experiencing homelessness in the City.

2) The City shall assist appropriate public and/or non-profit entities as feasible to develop a shelter, navigation center, or other recognized type of emergency housing for persons experiencing homelessness in the city by pursuing grant opportunities and providing technical assistance in grant applications for State and Federal funding.

3) The City shall support agencies and organizations providing services to those experiencing homelessness by annually updating referral information.

4) The City will continue to support the efforts of the housing authorities in administering the Housing Choice Voucher program.

5) The City will meet with representatives from the Housing Authorities, the NorCal continuum of care, and other nonprofit organizations to provide information on potential sites and housing development proposals that would be appropriate for the use of housing vouchers in conjunction with state or federal new construction or rehabilitation subsidies.

6) The City will partner with area social services agencies and non-profit organizations to assess the housing needs for seniors, people with disabilities (including developmental disabilities), extremely low-income residents, and identify funding sources to develop needed services in the City.

7) The City shall maintain a list of non-profit organizations interested in the construction of affordable housing in the City and the region, and meet with and assist organizations desiring to maintain affordable housing in the City.

Administration: City Administrator
Funding: CDBG/Revolving Loan Account
Timing: Coordination will occur at least annually from 2024 to 2031; the City will apply for funding annually.

Goal HE.5 – Encourage and Support the Development of Affordable Housing

The City will encourage the construction of new or dedication of existing housing that is affordable to extremely low, very low, low, and moderate income households.

Policy HE.5.1

The City shall encourage and support the development of housing affordable to extremely low, very low, low, and moderate income households.

Program HE.5.1.1 (was Program HE.1.1.4)

The City shall encourage and support plans that include extremely low, very low, and low income housing in R-2, R-3, and M-H zones when located within a distance a person can reasonably walk to services (e.g., quarter mile) or an existing or new transit stop is within a quarter mile of the development. The phrase "encourage and support" as used herein, may include, but is not limited to:

- Site identification;
- Local, state, and federal permit assistance.

- Give priority to processing of affordable housing projects, taking the applications out of submittal sequence if necessary to receive an early hearing date;
- Allow phasing of infrastructure whenever possible at time of project review;
- Facilitate the provision of public transportation services to serve residential areas, including services for people with handicaps and the installation of bus stops at safe and convenient locations;
- Maintenance of relationships with funding and facilitating agencies and organizations; and
- Any other action on the part of the City that will reduce development costs.

Administration: City Council
Funding: General Fund
Timing: As residential project applications are considered.

Program HE.5.1.2

To support the development of housing affordable to low, very low, and extremely low-income households, the City will continue to review and pursue potential state and federal funding that can be used in support of affordable housing (e.g., CDBG and HOME) annually, or as funding becomes available; and grant priority to projects that include units affordable to extremely low-income households.

Administration: City Council, City Administrator
Funding: General Fund
Timing: Apply for funding annually, or as funding becomes available, for the duration of the 2023-2031 housing element planning period.

Program HE.5.1.3

The City will improve awareness and support for the City's workforce and affordable housing programs by preparing, publishing, and distributing an affordable housing information brochure/newsletter that will be a local resource for persons interested in developing low-cost housing. The City will encourage the participation of agencies and organizations that operate rental and mortgage subsidy and self-help housing programs. This program will be implemented consistent with the requirements of AB 1483 (2019). To improve the dissemination of the City's affordable housing programs, the City will provide information, printed and as web content. The City will perform proactive public outreach using a variety of methods that may include in-person or virtual participation, e.g., development industry events or workshops, and direct contact with developers and property owners to improve the dissemination of information about the City's affordable housing programs. The City will refer persons interested in developing low-cost housing to appropriate government and non-profit organizations for assistance.

Administration: City Council, City Administrator
Funding: General Fund
Timing: Within two years from adoption of the Housing Element. To improve awareness of the City's affordable housing programs, the City will participate in an industry event, workshop, or similar public event/activity at least once a year beginning in 2025.

Program HE.5.1.4

The City will continue to review potential funding sources (e.g., CDBG and HOME) that can be used in support of affordable housing and submit funding applications as appropriate.

Administration: City Council, City Administrator

Funding: General Fund
Timing: Apply for funding annually, or as funding becomes available, for the duration of the 2023-2031 housing element planning period.

Goal HE.6 – Encourage Sustainable Housing Development and Energy Conservation

Etna will encourage sustainable housing development and energy conservation shall pursue sustainable development for the new development and existing housing stock in the City.

Policy HE.6.1

The City shall promote the use of energy conservation measures in all housing through the use of public and private weatherization programs. The City will be receptive to encouraging new alternative energy systems, such as solar and wind, and water conservation measures.

Program HE.6.1.1

Promote the use of energy conservation measures in all housing through the use of public and private weatherization programs. Provide information on currently available weatherization and energy conservation programs to residents. The City will have information available for the public at the front counter of City Hall and **will distribute information through an annual mailing.** The City will provide referrals and participate in informing households that would potentially benefit from these programs as appropriate. The City shall facilitate the weatherization of an average of 10 homes per year during the 6th cycle planning period by providing information

Administration: Building Department**,** City Manager
Funding: Private, and government funds. The City will apply for funds to assist residents with energy conservation retrofits and weatherization resources.
Timing: Initiate no later than December 2025.

Program HE.6.1.2

The City shall continue to enforce State requirements, including Title 24 of the California Code of Regulations, for energy conservation in new residential projects and encourage residential developers to employ additional energy conservation measures for the siting of buildings, landscaping, and solar access through development standards contained in the Zoning Ordinance, Building Code, and Specific Plans, as appropriate.

Administration: Building Department
Funding: Private and government funds
Timing: Because this is a current building code requirement, the City will implement it as part of the building permit application and review process.

Goal HE.7 – Promote Equal and Fair Housing Opportunities for All People

The City shall promote opportunities for persons from all economic segments of the community regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.

Policy HE.7.1

Eliminate housing discrimination based on race, color, religion, sex, national origin, ancestry, marital status, age, household composition or size, disability, or any other arbitrary factor by removing constraints within control of the City.

Program HE.7.1.1 (was Implementation Measures HO-7.1.1, HO-7.1.2, and HO-7.1.3)

1) The City shall support designated regulatory agencies in the prevention and correction of any reported discrimination in housing.

2) City staff shall refer all complaints regarding housing discrimination of any kind to the State Department of Fair Employment and Housing. The City shall monitor such complaints by checking with the affected agency and the complainant, and consider the need for future action if a trend develops, or if the complaint is not resolved.

3) The City shall provide information concerning discrimination compliant procedures to the public at social service centers, the senior center, City Hall, the library, housing projects participating in HUD Section 8 Programs, and other semi- public places. The information will provide locations and phone numbers of agencies to contact for assistance. This outreach effort will be made to include groups likely to experience discrimination in housing including minority, elderly, disabilities, and lower-income households. The City will support and participate in efforts by local government and non-profits to develop a renters' resource program.

   A) The information and content of this program shall be incorporated into the community awareness improvement program, Program HE-2.1.1 herein, sharing information on the City's website, and by performing proactive public outreach using a variety of methods that may include in-person or virtual participation and may occur outside City offices and regular business hours.

4) Conduct at least bi-annual training for the City Council on fair housing, affirmatively furthering fair housing, and the Housing Accountability Act.

Administration: City Manager
Funding: General fund
Timing:
A)–C) At all times during the 2023-2031 Housing Element cycle.
D) The City shall provide training at least bi-annually, with the first training held by 12/31/24.

Program HE.7.1.2

Appendix A analyzes fair housing conditions in the City of Etna, and provides a regional comparison. Table a-XX in Section 7.0 of Appendix A identifies the City's fair housing issues and contributing factors, and the contributing factors are prioritized in Table A- 37 of Appendix A.

The City's Affirmatively Furthering Fair Housing action plan is identified as Table A-37, section 7.0, Appendix A, and hereby incorporated by reference. The City's AFFH Action Plan addresses the identified fair housing issue and contributing factors.

The City shall implement the Affirmatively Furthering Fair Housing action plan and take meaningful actions citywide to address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming areas of concentrated poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair-housing laws for all persons in accordance with state and federal law.

Administration: City Council
Funding: General fund
Timing: At all times for the duration of the 2023-2031 Housing Element planning period. As part of the housing element annual progress report (APR) process the City will review progress made towards achieving the desired outcomes of its AFFH Action Plan, and to make adjustments as needed to increase goal obtainment. The first AFFH progress review will be conducted in 2025 for the calendar year 2024.

Table A-37
City of Etna's AFFH Housing Action Plan

HE Program/Other Action	Specific Action(s)	Timeline	2023-2031 Outcomes
Fair Housing Outreach and Dissemination of Fair Housing Information (medium priority) Contributing Factors: Lack of housing information on City website Lack of variety in the media forms and venues where fair housing information can be found			
Action Plan Program A: Improve community awareness and knowledge about fair housing.	The City will make information on fair housing available to the public, through the posting of fair housing information in City Hall and in other public buildings, on the City's website, distribution to existing and new apartment complexes, publishing information and materials on the City's website, and inserting information in the City's newsletter. In the preparation and distribution of the City's fair housing materials, the City will employ affirmative marketing best practices, such as depiction of members of protected classes under fair housing laws. The City will provide fair housing materials, in both printed and electronic media, in prevalent spoken languages in the community.	The City will update the website by December 2024. Beginning in Q 4 2024 or Q1 2025, publish an announcement as part of the City's current newsletter annually.	Increase fair housing awareness by increasing inquires by two inquires annually.
	Provide training for staff, elected officials, and appointees on issues of fair housing.	City Council meetings will include a fair housing presentation biennially beginning calendar year 2025.	Consistent implementation of Gov't Code § 8899.50 for affirmatively furthering fair housing as part the City's activities and programs relating to housing and community development.

HE Program/Other Action	Specific Action(s)	Timeline	2023-2031 Outcomes
Improve access and the supply of ownership and long term rental housing (high priority) Contributing Factors: Cost burdened households High cost of housing Low rate of housing production			
Action Plan Program B: Local Long Term Rental Housing Program	The City will meet with the housing authority of Shasta County and other established housing authorities at least twice per year to discuss Housing Choice Voucher needs, Project-Based Voucher opportunities, affirmative marketing and outreach activities, and methods of increasing the number of vouchers allocated to the City, emphasizing households who are at or below the Federal poverty line. The City shall publish information and resources about Housing Choice Vouchers on the City website and at public counters to increase awareness for renter households and landlords.	Convene first meeting within 12 months of adoption of housing element, and meet with organizations at least bi-annually thereafter during the 2023-2031 planning period.	Facilitate new construction, or conversion, of two housing units affordable to very low and extremely low income households. Increase the number of Etna applicants for vouchers by at least 5 percent by 2031.
	Develop a program administered by the City or by partnering with a qualified organization, to connect lower-income households and individuals, including extremely-income residents with affordable rental and homeownership opportunities in the City. Features of the program would include: • Landlord recruitment and mentoring, including fair housing training. • Develop and maintain a list of affordable housing units that are available for rent or purchase in the City. • A system for verifying the eligibility of applicants. • A system for matching eligible applicants with available units • Employ affirmative marketing best practices.	Launch program by 2025	Assist with the placement of four lower income individuals or households in housing that is affordable by 2031.
Action Plan Program C:	Develop and launch a funding program and/or partnering with qualified non-profit organizations to provides bridge loans and other financial assistance to qualified households to increase access and afford private-market homes for:	Beginning in calendar year 2024, the City will apply annually for appropriate state and	Facilitate the purchase of a home for two households by 2031.

HE Program/Other Action	Specific Action(s)	Timeline	2023-2031 Outcomes
Increase Access to Housing and the Supply of Housing	• New construction or conversion for J/ADUs • First time homebuyer • Weatherization of existing housing units The City will actively seek appropriate state and federal funding programs to capitalize the program, or utilize or reprogram program income as eligible. Program development and implementation will incorporate affirmative marketing best practices, such as depiction of members of protected classes under fair housing laws.	federal funding programs to capitalize the program. Beginning with the housing element APR that is due April 1, 2025, the City will provide summaries progress of program to the City Council.	Facilitate the construction or conversion of 2 J/ADUs by 2031. Facilitate the weatherization 4 homes by 2031
	Continue the City's proactive code enforcement program coupled with a rehabilitation program, with program implementation resulting in repairs and retention of housing while mitigating displacement of affected residents. The rehabilitation program will provide financial assistance to reduce cost for income qualified property owners. The program will prioritize neighborhoods having concentrated rehabilitation needs as determined by the Etna building inspector.	Begin in calendar year 2025, and provide summaries to the City Council no less than annually as part of the HE APR.	Facilitate the conservation/rehabilitation of two housing units during the planning period of 2023 to 2031 with no-net displacement of residents.
Improve opportunity by supporting economic development and education attainment (high priority) Contributing Factors: Lack of economic development and high unemployment			
Action Plan Program D: Local economic development for business and workforce development to improve economic opportunities	The City shall continue to collaborate and partner with local and regional economic development non-profit organizations and agencies to apply for economic development funding that improves the economic opportunities for residents through programs for workforce development; small business assistance and development; recruitment and/or retention of businesses that provide living-wage jobs. The City shall continue partnership and coalition building with other socio-economically similar rural cities and counties to work with state and federal legislators to recruit economic development opportunity and funding for residents and businesses in the City and region.	The City will continue to meet and collaborate with local and regional economic development agencies and organizations at least twice per year to discuss existing economic development projects and prospective projects that are	The City will provide letters of support for economic development grant applications that are consistent with this program.

HE Program/Other Action	Specific Action(s)	Timeline	2023-2031 Outcomes
		available for residents in order to provide referrals. The City will refer two residents to the Siskiyou Economic Development Council, USDA Rural Development, or Small Business Development Center for services annually.	

CITY OF ETNA
AGENDA REQUEST

DATE OF MEETING: 10/23/23

SPOKESPERSON: Alan Kramer

ACTION: X **OR** **DISCUSSION:** ___

Subject/Request - (Must be a brief general description - approximately 20 words)

Approve New Fire Department
member Madison Emerick

Financial Impact? Yes ☐ Please describe impact, indicate funding source & amount budgeted. No ☐ Please explain why there is no financial impact.

Amount: _____ Included in Budget? Yes ☐ No ☐

Fund/Acct _____ Comment: _____

Signed by

NOTE: Agenda requests must be received no less than three working days before the date of the meeting.

Applications for Membership
ETNA VOLUNTEER FIRE DEPARTMENT

Date: 10-17-23

Name: Madison Emerick Date of Birth: 01/31/04

Street Address: [redacted] Mailing Address: [redacted]

City: Etna State: CA Zip Code: 96027

Home/Cell Phone: [redacted] Work Phone: _____

SSI#: [redacted]

Employer: Self Employment Address: _____

Height: 5'8" Weight: 112

Driver's License #: [redacted] Class: C Endorsement(s): _____

Describe your general health: Good (Average) Fair

Have you ever had any back problems? (Yes) No

If yes, describe: Scoliosis

Marital Status:

Single Married Seperated Widowed

Spouses Name: Jaysen Scroggins Number of children: 0

Name(s) of Children: _____

In case of Emergency, notify:

Name: Jaysen Scroggins Phone: [redacted]

Name: Sofia Emerick Phone: [redacted]

Military Branch: _____

List any Firefighting experience you have: _____

City of Etna

Agenda Request

Date of Meeting: 10/23/23

Spokesperson(s): Dan Burbank

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

Subject/Request: approve purchase of items for street maint.

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

Requsting purchase of crack sealing and surface prep materials currenttly the city has no equipment for crack sealing and would help preserve our streets to have the cracks sealed.

Crackfill push melter,pallet of filler,Sthil power broom and attachments and misl hand tools.

Will there be a financial impact to the City? ☒ Yes ☐ No If Yes, $ 6000

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

Please describe:

use gas tax this was not in original budget.

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.

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Deery Crack Sealer - 75 Boxes / 2,250 lbs

HEAR FROM OUR CUSTOMERS



(21) Add Your Review

Price: $1,999.00

V Reversible Crack Squeegee



V Reversible Crack Squeegee

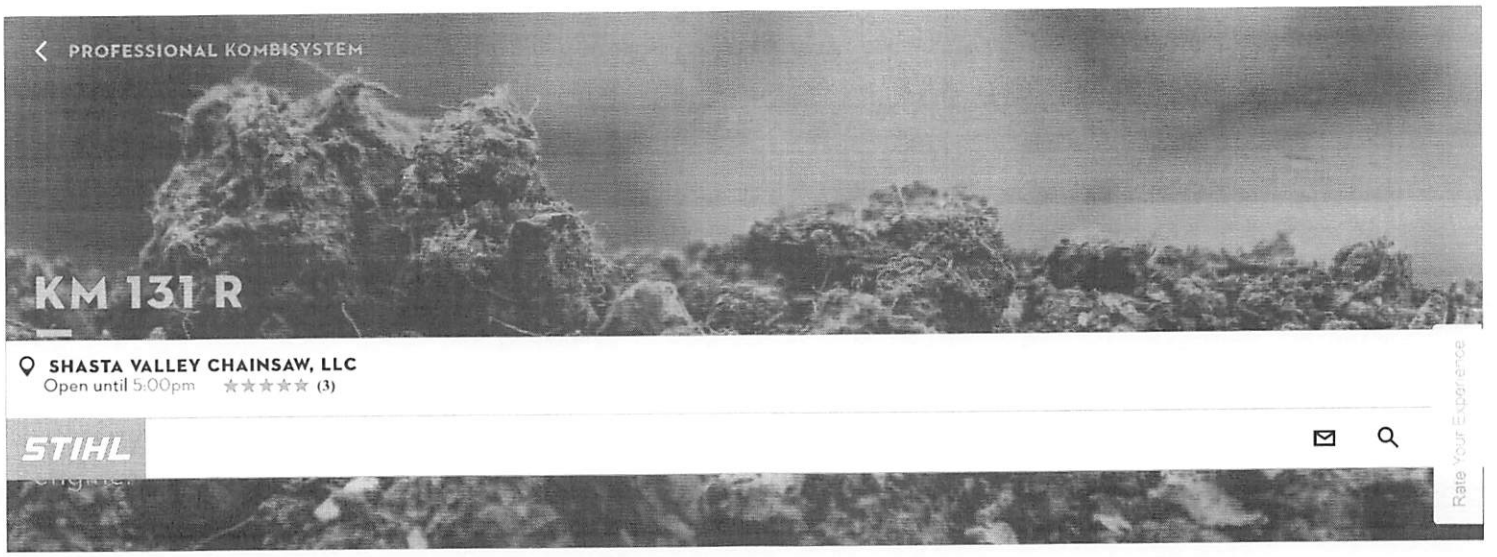
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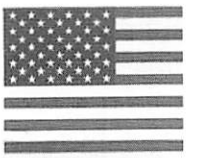
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The STIHL KombiSystem is a versatile landscaping system that includes a powerful STIHL KombiMotor and a full line of attachments. Together, they give

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NOTE: STIHL KombiMotors and STIHL KombiSystem attachments are sold separately.

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POWER SOURCE
GAS

ENGINE POWER
1.9

FUEL CAPACITY
24

DISPLACEMENT
36.3

↓ **FEATURES**

↓ **SPECIFICATIONS**

↓ **WARNINGS AND SAFETY**

↓ **SERVICE AND TIPS**

↓ **QUESTIONS & ANSWERS**

↓ **REVIEWS**

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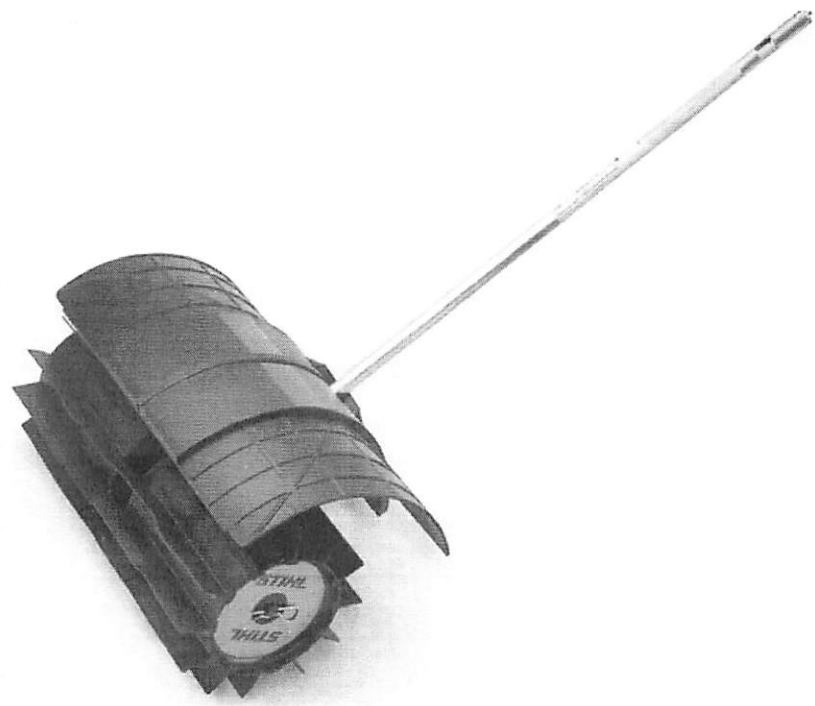
KOMBISYSTEM ATTACHMENTS

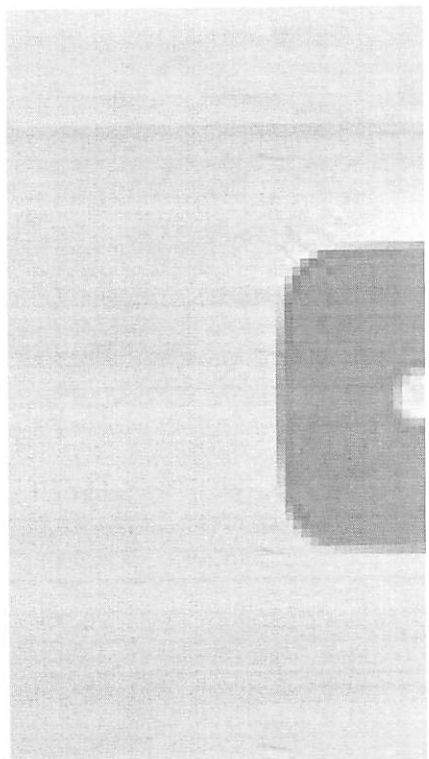
KW-KM STIHL POWERSWEEP™

★★★★★

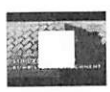
The STIHL PowerSweep™ attachment for the KombiSystem removes caked dirt, pebbles and even water from your path.

Rate Your Experience









If it's in your way, politely ask it to leave with the KW-MM PowerSweep™ attachment for the STIHL KombiMotor. Part of the STIHL KombiSystem, this powerful attachment features heavy-duty rubber flaps, acting like a squeegee on steroids. It cleans up caked dirt along roads and sidewalks, moves pebbles and sand from grassy turf, and even removes water and light snow from hard flat surfaces.

WEIGHT
16.3

↓ **SPECIFICATIONS**

↓ **WARNINGS AND SAFETY**

↓ **SERVICE AND TIPS**

↓ **QUESTIONS & ANSWERS**

↓ **REVIEWS**

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CHOOSE AN OPTION

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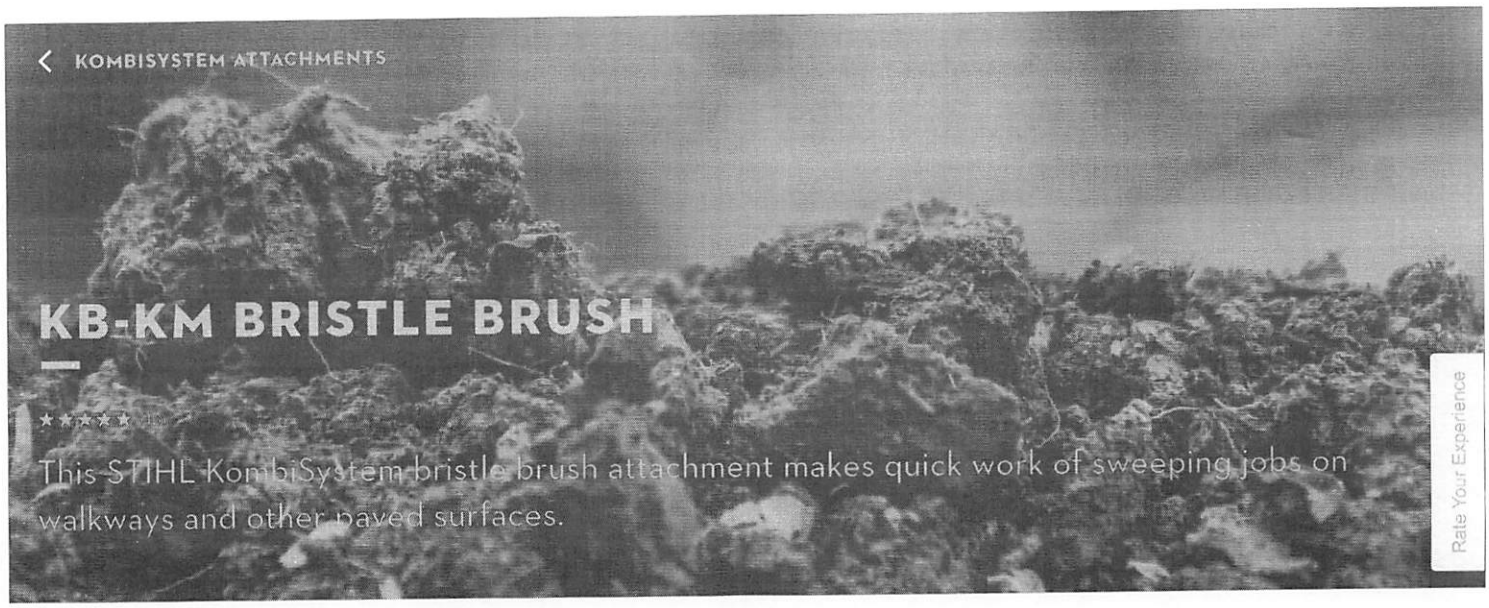
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SAVE UP TO $50 ON SELECT TOOLS | SHOP NOW

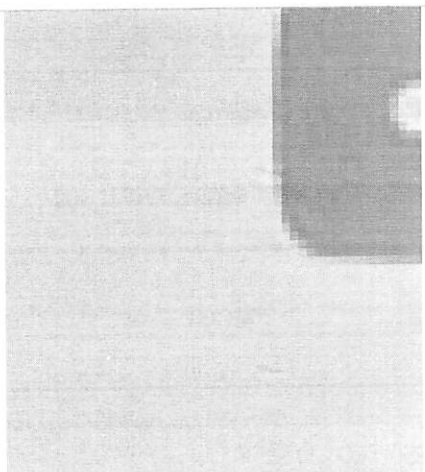




SHASTA VALLEY CHAINSAW, LLC
Open until 5:00pm ★★★★★ (3)

STIHL







The KB-KM bristle brush attachment for the STIHL KombiMotor features durable nylon bristles, and a wide sweeping surface—one pass covers an area up to 24" wide. Part of the STIHL KombiSystem, this attachment makes quick work of big sweeping jobs, from clearing leaves on walkways and driveways, to fluffing artificial turf.

NOTE: Do not use on grass lawns.

WEIGHT
14.1

- ↓ **SPECIFICATIONS**
- ↓ **WARNINGS AND SAFETY**
- ↓ **SERVICE AND TIPS**
- ↓ **QUESTIONS & ANSWERS**
- ↓ **REVIEWS**

KB-KM BRISTLE BRUSH

★★★★★ (13)

This STIHL KombiSystem bristle brush attachment makes quick work of sweeping jobs on walkways and other paved surfaces.

$299.99 *DSRP

CHOOSE AN OPTION

KB-KM BRISTLE BRUSH

CONTACT US FOR AVAILABILITY

CURRENTLY SHOPPING AT:

Shasta Valley Chainsaw, LLC
(530) 842-4270

CHANGE MY DEALER >

City of Etna

Agenda Request

Date of Meeting: 10.23.23

Spokesperson(s): City Council

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

Subject/Request: City Owned Lot Charles St.

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

Discuss vacant city owned lot on Charles Street.

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

Please describe:

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

442 Main Street • P.O. Box 460 • Etna, CA 96027
P: 530-467-5256 • F: 530-467-3217



Property Data

APN
056-032-220-000

Owner Name
ETNA CITY OF

Parcel Situs Address
[no data]

Owner Mailing Address
*** INCOMPLETE ADDRESS ***

Deed ID
[no data]

Deed Date
[no data]

Year Built
[no data]

Land Value Assessed
[no data]

Improvement Value Assessed
[no data]

Total Value Assessed
[no data]

Parcel Size
3,099 SF

Situs Zip Code
[no data]

Land Use Class
EXEMPT

Land Use Code
9210

Title Information

Assessor Parcel Map

ENPLAN

City Lot


S. Por. Block 2
Elna, California
Tax Area Code
3-00
56 -03
1" = 100'
R.S.B. 15-61
R.S.B. 15-125
R.S.B. 16-131
P.M.B. 11-93
R.S.B. 12, Pg. 183
BLA
REC. 10/15/12
O.R. 12-0010169
B.L.A.
REC. 4/29/05
O.R. 05-0005765
PAGE 01
PAGE 02
PAGE 04
PAGE 06
PAGE 18
BLOCK 1
BLOCK 2
BLOCK 3
BLOCK 7
(BUTCHER) SCOTT STREET
CHARLES STREET
FREDRICK STREET
MAIN STREET
SCHOOL STREET
BENNETT ADD.
ALLEY
PAR. 1 0.28 Ac.
PAR. 2 0.23 Ac.
PAR. 3 0.23 Ac.
PAR A
PAR B
0.66 Ac.
PARCEL B
031
032
NOTE: This map is for assessment purposes only and is not for the intent of interpreting legal boundary rights, zoning regulations and/or legality of land division laws.

City of Etna

Agenda Request

Date of Meeting: 10.23.23

Spokesperson(s): City Council

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

Subject/Request: 1st QTR Budget Review and Amendments

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

Review 1st quarter budget. Discuss/Approve amendments.

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.

442 Main Street • P.O. Box 460 • Etna, CA 96027
P: 530-467-5256 • F: 530-467-3217

General Fund Revenue	23-24 Adopted	23-24 1st Quarter Amended	23-24 1st Quarter with Amendent	23-24 1st Quarter YTD
Total Revenues	**700,850**	**-**		**67,773**
Total Expenditures	**695,913**	**3,928**		**699,840**
Total Over/Under	**4,937**	**(3,928)**		**(632,067)**
Dept: 00 General				
401.00 Sec. & Unsecr'D Prop Tx	125,000			258
415.00 Int., Penlt., Delq Tax	500			
420.00 Sales Tax	115,000			11,481
425.00 Trans. Occupancy Tax (TOT)	21,000			
430.00 Franchise Tax Pac Power	8,200			
435.00 Business License Tax	6,000			87
440.00 Real Property Trnsfr Tax	2,500			137
450.00 Animal License	1,000			353
455.00 Animal Fines	500			-
460.00 Other Court Fines	400			(40)
465.00 Booking Fees	150			-
480.00 Interest Earnings	500			
485.00 Rent	6,300			1,187
490.00 Penalties & Delq. Fee				
500.00 Siskiyou VLF	91,000			
503.00 State Of Ca VLF	900			
505.00 HO Property Tax Relief	1,500			
515.00 Prop 172 Public Safety	6,500			
521.00 POST Reimbursement	1,500			1,931
525.00 Other State Revenues	100			
530.00 Zoning & Subdivision Fees	1,000			1,825
532.00 Amb Reimbursable	-			
533.00 Fire Reimburseable	-			
534.00 Police Reimbursable	-			
535.00 Special Police Dept Fees	100			
540.00 Fire Strike				
545.00 Animal at Large				
555.00 Parks & Recreation Fees	7,200			3,555
599.10 Fort Jones PD	223,000			
599.20 DOJ Funds	81,000			47,000
605.00 State Grants				
615.00 COVID Funds				
620.00 WC Refund				
625.00 Insurance Refund				
630.00 Admin Fees				
640.00 Prior Year Cost Reimbursement				
650.00 Unclassified Revenue				
690.00 Transfer In				
Total	**700,850**	**-**		**67,773**

General Fund Expenditures	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
Total:	695,913	3,928	699,840	201,376
Dept: 20 City Council				
735.00 Travel & Training	1,000		1,000	275
750.00 Dues And Subscriptions			-	
760.00 Professional & Contract Services	50,000		50,000	2,383
760.01 IT			-	
770.00 Election Expense			-	
874.05 CIIC	600		600	
875.00 Special Supplies & Equip			-	
Subtotal	**51,600**	**-**	**51,600**	**2,658**
Dept: 25 City Clerk			-	
701.00 Salaries Regular	25,792		25,792	6,944
703.00 Salaries PT	5,616		5,616	1,768
710.00 Ss/Mc Tax Expense	2,403		2,403	559
715.00 Pers Retirement	4,842		4,842	1,739
716.00 457 Retirement			-	9
720.00 Health Insurance	5,904		5,904	1,708
721.00 Health Allowance	775		775	145
725.00 W/C	753		753	167
730.00 Sui Tax Expense	287		287	
735.00 Travel & Training	2,500		2,500	146
745.00 SCORE Liablility	3,147		3,147	3,313
750.00 Dues And Subscriptions	1,500		1,500	2,075
755.00 Performance Bonds	300		300	
760.00 Prof & Contract Srvcs	5,000		5,000	1,885
760.01 It Service & Equipment	2,500		2,500	
760.02 Pre-Audit Fees	3,000		3,000	
765.00 Audit Fees	10,000		10,000	3,750
780.00 Attorney Fees	4,000		4,000	330
782.00 Engineer Fees	6,000		6,000	1,500
783.00 Planning Services	2,000		2,000	
800.00 Advertising	200		200	
810.00 Public Notice	600		600	
811.00 Recording Fees	-		-	50
820.00 Postal Expense	600		600	201
825.00 Bank Charges	1,000		1,000	226
826.00 Penalties/Interest	-	500	500	200
830.00 Telephone Expense	4,000		4,000	535
830.30 Cellular Expense	-	1,000	1,000	107
870.00 Office Supplies	3,500		3,500	440
875.00 Special Supplies & Equip	5,000		5,000	1,182
879.00 Reimbursable Expenses	-		-	
990.00 Calpers Unfunded Liab	2,633	(100)	2,533	2,533
Subtotal	**103,852**	**1,400**	105,252	**31,512**

Dept: 40 Law Enforcement	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701.00 Salaries Regular	23,150		23,150	8,798
701.50 On Call Pay			-	619
702.00 Overtime	-		-	
703.00 Salaries PT			-	
705.00 Uniform Allowance	850		850	
709.00 Volunteer			-	
709.50 Volunteer Fire			-	
710.00 Ss/Mc Tax Expense	1,771		1,771	137
715.00 Pers Retirement	5,429		5,429	1,687
716.00 457 Retirement	350		350	46
720.00 Health Insurance	3,044		3,044	1,047
721.00 Health Allowance			-	
725.00 Workers Comp.	1,770		1,770	922
730.00 Sui Tax Expense	53		53	
735.00 Travel & Training	500		500	
740.00 Medical Expenses	500		500	
743.00 SCORE Vehicle	332		332	332
745.00 SCORE Liablility	2,424		2,424	5,092
746.00 Self Insurance Ded. Losses	-		-	
748.00 Property Insurance		2,528	2,528	2,528
750.00 Dues And Subscriptions	1,000		1,000	210
760.00 Prof & Contract Srvcs	2,000		2,000	204
760.10 IT Supplies & Equipt	1,000		1,000	945
762.00 Sheriff'S Contract	10,250		10,250	
763.00 Animal Control Exp	-		-	
780.00 Attorney Fees	5,000		5,000	
820.00 Postal Expense	100		100	44
830.00 Telephone Expense	1,000		1,000	344
830.30 Cellular	1,200		1,200	219
840.10 Electric	700		700	252
840.20 Heating	2,000		2,000	
850.00 Equipt Maintenance	-		-	
860.00 Vehicle Maintenance	5,000		5,000	2,483
865.00 Vehicle Fuel & Oil	5,000		5,000	1,348
870.00 Office Supplies	1,000		1,000	563
875.00 Special Supp & Equip	5,000		5,000	1,026
879.00 Reimbursable Expense	-		-	
880.00 Maintenance & Supplies	500		500	150
990.00 Unfunded Liability	6,138		6,138	6,138
Subtotal	**87,061**	**2,528**	**89,589**	**35,133**

Dept: 41-Fort Jones PD	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701.00 Salaries Regular	97,885		97,885	13,165
701.50 On Call Pay			-	2,484
702.00 Overtime	2,500		2,500	352
703.00 Salaries PT	26,560		26,560	5,395
705.00 Uniform Allowance	2,000		2,000	
709.50 Volunteer Fire			-	
710.00 Ss/Mc Tax Expense	9,520		9,520	512
715.00 Pers Retirement	14,470		14,470	
716.00 457 Retirement	500		500	185
720.00 Health Insurance	18,518		18,518	
721.00 Health Allowance	1,015		1,015	1,394
725.00 Workers Comp.	9,123		9,123	2,310
730.00 Sui Tax Expense	1,459		1,459	
735.00 Travel & Training			-	
737.00 Admin. Fees			-	
740.00 Medical Expenses			-	
743.00 SCORE Vehicle Ins.	332		332	332
745.00 SCORE Liablility	12,028		12,028	12,005
750.00 Dues And Subscriptions			-	
760.00 Prof & Contract Srvcs			-	
760.10 IT Supplies & Equipt	1,000		1,000	
762.00 Sheriff'S Contract			-	
763.00 Animal Control Exp			-	
780.00 Attorney Fees			-	
800.00 Advertising			-	
820.00 Postal Expense			-	
830.00 Telephone Expense			-	
830.30 Cellular	850		850	336
860.00 Vehicle Maintenance	1,000		1,000	
865.00 Vehicle Fuel & Oil	7,000		7,000	1,087
875.00 Special Supp & Equip			-	91
880.00 Maintenance/ Supplies	100		100	207
899.30 FJ Expenditures			-	
990.00 Calpers Unfunded Liab	2,046		2,046	229
Subtotal	**207,906**	**-**	**207,906**	**40,083**

Dept. 42-DOJ Grant	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701.00 Salaries Regular	45,656		45,656	13,919
701.50 On Call Pay			-	2,506
702.00 Overtime	3,500		3,500	1,408
705.00 Uniform Allowance	1,000		1,000	
710.00 Ss/Mc Tax Expense	3,493		3,493	278
715.00 Pers Retirement	5,155		5,155	
716.00 457 Retirement			-	
720.00 Health Insurance	738		738	407
721.00 Health Allowance	4,059		4,059	1,338
725.00 SCORE W/C Liability	3,324		3,324	807
730.00 Sui Tax Expense	443		443	
735.00 Travel & Training	2,000		2,000	1,426
740.00 Medical Expenses	-		-	
743.00 SCORE Vehicle	332		332	332
745.00 SCORE Liablility	4,257		4,257	4,336
830.30 Cellular	500		500	139
860.00 Vehicle Maintenance	1,000		1,000	35
865.00 Vehicle Fuel & Oil	4,500		4,500	1,087
990.00 Calpers Unfunded Liab	329		329	
Subtotal	**80,286**	**-**	**80,286**	**28,018**

Dept: 50 Fire Prevention	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701.00 Salaries Regular			-	
703.00 Salaries PT	18,000		18,000	5,963
705.00 Uniform Allowance	1,000		1,000	
708.00 Stipend	4,000		4,000	
710.00 Ss/Mc Tax Expense	1,377		1,377	86
715.00 Pers Retirment			-	
716.00 457 Retirement			-	
720.00 Health Insurance			-	
725.00 Workers Comp.	12,843		12,843	3,089
730.00 Sui Tax Expense	1,116		1,116	
735.00 Travel & Training			-	
740.00 Medical Expenses	200		200	
743.00 SCORE Vehicle	1,767		1,767	1,767
745.00 SCORE Liablility	2,210		2,210	2,214
748.00 Property Insurance	5,444		5,444	6,593
750.00 Dues And Subscriptions	500		500	
760.00 Prof & Contract Servcs	150		150	
760.01 IT	300		300	
830.00 Telephone Expense	1,000		1,000	159
830.30 Cellular	50		50	
840.10 Electric	500		500	156
840.20 Heating	1,500		1,500	
850.00 Equipment Maintenance	3,500		3,500	
860.00 Vehicle Maintenance	4,000		4,000	1,330
865.00 Vehicle Fuel & Oil	2,500		2,500	629
870.00 Office Supplies	100		100	
875.00 Special Sup & Equip	1,500		1,500	1,182
880.00 Maintenance & Supplies	2,500		2,500	
990.00 Calpers Unfunded Liab	-		-	
Subtotal	**66,058**	**-**	**66,058**	**23,169**

Dept: 51 Strike Team	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
709.50 Volunteer Fire			-	
710.00 Ss/Mc Tax Expense			-	
725.00 SCORE W/C Liability			-	
730.00 Sui Tax Expense			-	
745.00 SCORE Liablility			-	
Subtotal	**-**	**-**	**-**	**-**

Dept: 55 Buildings	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701.00 Salaries Regular	3,421		3,421	921
702.00 Salaries OT			-	
703.00 Salaries PT	1,638		1,638	
710.00 Ss/Mc Tax Expense	387		387	15
715.00 Pers Retirement	733		733	
716.00 457 Retirement			-	
720.00 Health Insurance	977		977	
721.00 Health Ins. Allow	369		369	97
725.00 SCORE W/C	1,133		1,133	287
730.00 Sui Tax Expense	48		48	
745.00 SCORE Liablility	572		572	573
748.00 Property Insurance	19,780		19,780	17,391
760.00 Prof & Contract Srvcs	1,000		1,000	
785.00 Property Taxes	300		300	
840.10 Electric	5,000		5,000	1,226
840.20 Heating	7,000		7,000	
840.30 Trash	1,500		1,500	375
875.00 Special Supp & Equip	500		500	201
880.00 Maint & Supplies	3,000		3,000	1,367
990.00 Calpers Unfunded Liab	349		349	249
Subtotal	**47,707**	**-**	**47,707**	**22,702**

Dept: 60 Highways & Streets	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701 Salaries Regular	10,262		10,262	2,763
702 Salaries - Overtime			-	
703.00 salies pt	-		-	3,364
710 Ss/Mc Tax Expense	785		785	3
715 Pers Retirement	1,821		1,821	
716 457 Retirement	-		-	67
720 Health Insurance	-		-	1,083
721.00 Health Insurance Allowance	1,107		1,107	194
725.00 SCORE W/C Liability	2,299		2,299	582
730 Sui Tax Expense	78		78	
743.00 SCORE Vehicle	483		483	483
745.00 SCORE Liablility	1,103		1,103	1,123
750.00 Dues & Subscriptions	500		500	
760 Prof & Contract Srvcs	500		500	
790 License & Permits	100		100	
830 Telephone Expense	350		350	63
830.3 Cellular	600		600	213
840.1 Electric	500		500	78
840.2 Heating	1,000		1,000	
840.30 Trash	2,000		2,000	375
860 Vehicle Maintenance	1,000		1,000	
865 Vehicle Fuel & Oil	1,500		1,500	374
867 Traffic Safety	-		-	
875 Special Supp & Equip			-	
880 Maint & Supplies	3,500		3,500	337
990 Calpers Unfunded Liab	1,047		1,047	947
Subtotal	**30,535**	**-**	**30,535**	**12,050**

Dept: 70 Parks & Recreation	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701 Salaries Regular	3,421		3,421	921
702 Salaries - Overtime			-	
703 Salaries - PT	1,638		1,638	
710 Ss/Mc Tax Expense	387		387	15
715 Pers Retirement	733		733	
716 457 Retirement	100		100	
720 Health Insurance	738		738	
721 Health Ins Allowance	369		369	97
725.00 SCORE W/C	1,133		1,133	287
730 Sui Tax Expense	48		48	
745.00 SCORE Liablility	572		572	582
748.00 Property Insurance	269		269	269
760 Prof & Contract Srvcs	3,500		3,500	1,568
830 Telephone Expense	600		600	160
840.10 Electric	400		400	422
840.3 Trash	2,000		2,000	875
830 Vehicle Maint	500		500	
865 Vehicle Fuel & Oil	150		150	
875 Special Supp & Equip	2,000		2,000	
880 Maint & Supplies	2,000		2,000	356
990 Calpers Unfunded Liab	349		349	249
Subtotal	**20,907**	**-**	**20,907**	**5,801**

Dept: 90 Non-Departmental	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter with Amendments	23-24 1st Quarter YTD
701.00 Salaries Regular			-	
710.00 SS/MC			-	
715.00 Pers Retirement			-	
716.00 457 Retirement			-	
720.00 Health Insurance			-	
725.00 SCORE W/C Liability			-	
730.00 Sui Tax Expense			-	
747.00 Commercial Auto			-	
748.00 S.C.O.R.E. Property Ins.			-	
760.00 Prof Svcs (COVID Funds)			-	250
875.00 Special Supplies & Equip			-	
882.00 Library			-	
899.10 P.A.L.	-		-	
990.00 Calpers Unfunded Liab			-	
Subtotal	**-**	**-**	**-**	**250**

Fund 20: Water Imp. Fund	23/24 Approved Budget	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues	**1,002,300**	**8,000,000**	**9,002,300**	**4,611**
Total Expenditures	**1,000,000**	**8,000,000**	**9,000,000**	**23,326**
Total Over/Under	**2,300**	**-**	2,300	**(18,715)**
Revenue			-	
480.00 Interest Earnings	300		300	
565.00 Water Connection Fees	2,000		2,000	
591.00 Water Revenue			-	
605.15 Prop 68-SWTC Planning			-	
605.20 SB2-DWR Drought Relief	1,000,000		1,000,000	4,611
605.25 EDWG Grant Revenue		8,000,000	8,000,000	
690.00-Transfer In			-	
			-	
Total	**1,002,300**	**8,000,000**	**9,002,300**	4,611
			-	
Expenditures			-	
737.00 Admin. Fees			-	
760.00 Professional/Contract Services			-	
880.00 Maintenance/Supplies			-	
881.15 Prop 68-SWTC Planning	-		-	
881.20 DWR Drought Relief	1,000,000		**1,000,000**	23,326
881.25 EDWG Grant Exp.		8,000,000	**8,000,000**	
950.00 Transfer Out			-	
			-	
Total	**1,000,000**	**8,000,000**	**9,000,000**	**23,326**

Fund 22 RMRA	23-24 Proposed	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues	16,574	110,000	126,574	1,438
Total Expenditures	-	110,000	110,000	-
Total Over/Under	16,574	-	16,574	1,438
Revenue			-	
480.00 Interest Earnings			-	
522.00 RMRA Revenue	16,574		16,574	1,438
RSTP-Cleveland St.-Revenue		110,000	110,000	
690.00 Transfer in	-		-	
Total	16,574	110,000	126,574	1,438
Expenditures			-	
760.00 Prof & Contract Svc		110,000	110,000	
RSTP-Cleveland St. Exp.			-	
Total	-	110,000	110,000	-

Fund 23: Pool	23-24 Approved	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues	**213,200**	**(80,460)**	**132,740**	**38,694**
Total W/O Grant	**16,200**	**-**	**16,200**	**38,694**
Total Expenditures	**169,435**	**-**	**-**	**47,224**
Total W/O Grant	**81,168**	**-**	**-**	**-**
Total Over/Under	**43,765**	**(80,460)**	**132,740**	**(8,530)**
Total Over/Under W/O Grant	**(64,968)**	**-**	**16,200**	**38,694**
Revenue				
570.00 Special Event Pool Rental	$ 2,000		$ 2,000	1,000
574.00 Fundraising	$ -	0	$ -	24,378
576.00 Swimming Lessons/Classes	$ 3,000		$ 3,000	3,120
579.00 Snack Shack Revenue	$ 6,000		$ 6,000	5,196
605.10 Prop. 68	$ 197,000	$ (80,460)	$ 116,540	
610.00 Contributions	$ 200		$ 200	5,000
690.00 Transfer in	5,000		$ 5,000	
Total W/O Grant	16,200	-	16,200	38,694
Total	**213,200**	**(80,460)**	**132,740**	**38,694**
Expenditures				
701.00 Salaries Regular	4,710			1,268
702.00 Salaries OT				71
703.00 Salaries PT	32,388			23,441
710.00 Ss/Mc Tax Expense	2,838			1,911
715.00 Pers Retirement	989			2,341
716.00 457 Retirement	175			19
720.00 Health Insurance	1,033			81
721.00 Health Allowance	472			266
725.00 SCORE W/C Liability	7,947			1,998
730.00 Sui Tax Expense	800			580
735.00 Travel & Training				
745.00 SCORE Liablility	771			3,535
748.00 Property Insurance	5,084			5,080
760.00 Professional & Contract Servc	400			27
785.00 Property Taxes	180			
790.00 License & Permits	400			
800.00 Advertising	1,000			
830.00 Telephone Expense	600			263
840.10 Electric	5,000			3,160
840.20 Heating	4,000			1,319
840.30 Trash	400			250
870.00 Office Supplies				
873.00 Snack Shack Supplies	300			
875.00 Special Dept Supplies & Equip				
877.00 Chemicals	10,000			1,196
880.00 Maintenance & Supplies	1,200			37
881.10 Prop 68-Grant Exp.	88,267			
990.00 Calpers Unfunded Liab	481			381
Total W/O Grant	81,168			
Subtotal	**169,435**	**-**		**47,224**

Fund 22 RMRA	23-24 Proposed -	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues		57,000	57,000	-
Total Expenditures		57,000	-	-
Total Over/Under		-	57,000	-
Revenue			-	
480.00 Interest Earnings			-	
STIP-Main St.-Revenue		57,000	57,000	
690.00 Transfer in			-	
Total		57,000	57,000	-
Expenditures			-	
760.00 Prof & Contract Svc		57,000		
STIP-Main St. Exp.			57,000	
Total	-	57,000	-	-

Gas Tax	23-24 Adopted	23-24 1st Quarter Amend	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues	24,718	-	24,718	5,225
Total Expenditures	21,725	5,900	27,625	12,266
Total Over/Under	2,993	(5,900)	(2,907)	(7,041)
Revenue				
480.00 Interest Earnings			-	
580.00 Gas Tax - 2105	4,291		4,291	664
581.00 Gas Tax - 2106	7,943		7,943	1,331
582.00 Gas Tax - 2107	5,147		5,147	927
583.00 Gas Tax - Snow Removal	-		-	
584.00 Gas Tax - 2107.5	1,000		1,000	1,000
587.00 Gas Tax-2103	6,337		6,337	1,303
690.00 Transfer in	-		-	
Total	**24,718**	**-**	**24,718**	**5,225**
Expenditures			-	
701.00 Salaries Regular	10,262		10,262	3,150
703.00 Salaries-PT	1,638		1,638	3,364
710.00 Ss/Mc Tax Expense	910		910	498
715.00 Pers Retirement	1,947		1,947	746
716.00 457 Retirement			-	67
720.00 Health Insurance	738		738	1,083
721.00 Health Insurance Allowanc	1,107		1,107	404
725.00 Workers Comp.	2,666		2,666	675
730.00 Sui Tax Expense	100		100	
745.00 SCORE Liability	1,310		1,310	1,331
760.00 Prof & Contract Svc	-		-	
880.00 Maintenance & Supplies			-	
880.01 Snow Removal	-		-	
900.00 Capital Outlay		6,000	6,000	
990.00 Calpers Unfunded Liab	1,047	(100)	947	947
Total	**21,725**	**5,900**	**27,625**	**12,266**

Fund 29: LTC	23-24 Adopted	23-24 1st Quarter Amendment	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues	**36,100**	**-**	**36,100**	**-**
Total Expenditures	**37,500**	**-**	**-**	**3,435**
Total Over/Under	**(1,400)**	**-**	**36,100**	**(3,435)**
Revenue				
480.00 Interest Earnings	100		100	
585.00 Local Transportation Fund	36,000		36,000	
			-	
	-		-	
Total	**36,100**	**-**	**36,100**	**-**
Expenditures			-	
867.00 Traffic Safety	20,000		20,000	3,435
868.00 STAGE Exp.	17,500		17,500	
Total	**37,500**	**-**		**3,435**

Fund 40: Water	23-24 Adopted	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues	**190,500**	**-**	**190,500**	**77,297**
Total Expenditures	**158,201**	**-**	**158,201**	**41,482**
W/O Transfer	**-**	**-**		
Total Over/Under	**32,300**	**-**	**32,300**	**35,815**
Revenue				
480.00 Interest Earnings	-			
490.00 Penalties & Delinquent Fees	8,500		8,500	
590.00 Water Usage	100,000		100,000	54,595
591.00 Water Revenue			-	120
593.00 Water Meter Flat Fee	82,000		82,000	22,582
605.00 Grant Revenue			-	
690.00 Transfer In			-	
Total	**190,500**	**-**	**190,500**	**77,297**
Expenditures				
701.00 Salaries Regular	33,223		33,223	8,945
702.00 Salaries - Overtime			-	
703.00 Salaries-Part-time	28,080		28,080	6,956
710.00 Ss/Mc Tax Expense	4,690		4,690	1,298
715.00 Pers Retirement	7,949		7,949	2,064
716.00 457 Retirement	1,000		1,000	363
720.00 Health Insurance	9,595		9,595	1,739
721.00 Health Insurance Allowance	3,912		3,912	1,066
725.00 Workers Comp.	7,306		7,306	1,835
730.00 Sui Tax Expense	643		643	
735.00 Travel And Training	1,000		1,000	
743.00 SCORE Vehicle	483		483	483
745.00 SCORE Liability	6,458		6,458	6,555
748.00 Property Insurance	10,471		10,471	10,484
750.00 Dues And Subscriptions	800		800	
760.00 Professional & Contract Servcs	1,500		1,500	
760.01 IT	1,000		1,000	
760.02 Pre-Audit Fees			-	
765.00 Audit Fees	4,000		4,000	
780.00 Attorney Fees	1,000		1,000	
782.00 Engineer Fees	-		-	
790.00 License & Permits	2,000		2,000	140
795.00 Laboratory Tests	2,000		2,000	
820.00 Postal Expense	650		650	296
827.00 Credit Card	2,000		2,000	
830.00 Telephone Expense	500		500	63
830.30 Cellular	750		750	123
840.10 Electric	1,500		1,500	274
840.20 Heating	1,500		1,500	
840.30 Trash	600		600	
850.00 Equipt Maintenance	1,500		1,500	
860.00 Vehicle Maintenance	1,500		1,500	203
865.00 Vehicle Fuel & Oil	2,000		2,000	372
870.00 Office Supplies	700		700	80
875.00 Special Supp & Equip	1,000		1,000	
877.00 Chemicals	10,000		10,000	(5,299)
880.00 Maintenance & Supplies	3,500		3,500	150
900.00 Capital Outlay	-		-	
990.00 Calpers Unfunded Liab	3,391		3,391	3,291
Total	**158,201**	**-**	**158,201**	**41,482**

Fund 45: Sewer	22-23 Unaudited	23-24 Adopted	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendments	22-23 YTD
Total Revenues	**198,894**	**205,200**	**(12,300)**	**192,900**	**52,281**
Total Expenditures	**168,564**	**170,337**	**(100)**	**170,237**	**42,324**
Total Over/Under	**30,330**	**34,863**	**(12,200)**	**22,663**	**9,957**
Revenue					
480.00 Interest Earnings	1,162	-		-	
490.00 Penalties & Delinquent Fees	6,699	6,200		6,200	
595.00 Sewer Revenues	173,091	180,000		180,000	47,384
597.00 Monthly Sewer Bond Fees	17,942	19,000	(12,300)	6,700	4,897
Total	**198,894**	**205,200**	**(12,300)**	**192,900**	**52,281**
Expenditures					
701.00 Salaries Regular	45,079	33,223		33,223	8,945
702.00 Salaries - Overtime	-	-		-	
703.00 Salaries-Part-time	16,410	28,080		28,080	6,956
710.00 Ss/Mc Tax Expense	5,044	4,690		4,690	801
715.00 Pers Retirement	6,810	7,949		7,949	2,064
716.00 457 Retirement	1,304			-	363
720.00 Health Insurance	14,576	9,595		9,595	1,739
721.00 Health Insurance Allow	4,450	3,912		3,912	1,066
725.00 SCORE W/C	4,938	7,306		7,306	1,835
730.00 Sui Tax Expense	254	643		643	-
735.00 Travel & Training	-	1,000		1,000	-
743.00 SCORE Vehicle	667	6,458		6,458	483
745.00 SCORE Liability	7,260			-	6,555
748.00 Property Insurance	-	1,840		1,840	1,859
750.00 Dues & Subscriptions	88			-	-
760.00 Professional & Contract Ser	6,267	5,000		5,000	756
760.01 IT	7,922	400		400	-
765.00 Audit Fees	-	4,000		4,000	-
782.00 Engineer Fees	-	5,000		5,000	-
785.00 Property Taxes	108	150		150	-
790.00 License & Permits	28,140	30,000		30,000	140
795.00 Laboratory Tests	299	1,200		1,200	2,492
820.00 Postal Expense	962	650		650	291
827.00 Credit Card Fees	1,851	2,000		2,000	-
830.00 Telephone Expense	358	1,000		1,000	63
830.30 Cellular	705	750		750	213
840.10 Electric	4,033	2,000		2,000	1,434
840.20 Heating	1,164	450		450	-
860.00 Vehicle Maintenance	79	1,500		1,500	-
865.00 Vehicle Fuel & Oil	1,336	3,000		3,000	372
870.00 Office Supplies	605	150		150	80
875.00 Special Supp & Equipt	2,324	2,500		2,500	-
880.00 Maint & Supplies	251	1,000		1,000	150
897.00 1983 Loan Interest	1,100	1,500		1,500	375
900.00 Capital Outlay	-	-		-	-
990.00 Calpers Unfunded Liab	4,180	3,391	(100)	3,291	3,291
Total	**168,564**	**170,337**	**(100)**	**170,237**	**42,324**

Fund 50-Ambualance	22-23 Unaudited	23-24 Adopted	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendments	23-24 1st Quarter YTD
Total Revenues	**257,767**	**254,000**	**500**	**254,500**	**67,731**
Total Expenditures	**264,937**	**249,100**	**900**	**250,000**	**66,788**
Total Over/Under	**(7,170)**	**4,900**	**(400)**	**4,500**	**943**
Revenue					
598.00 Ambualance Service Fees	257,767	254,000		254,000	67,731
598.05 Training Revenue	-	-		-	
598.10 Outside Services	-	-		-	
605.00 Grant Revenue			500	500	
Subtotal Dept. Revenue	**257,767**	**254,000**	**500**	**254,500**	**67,731**
701.00 Salaries Regular	53,777	69,835		69,835	18,802
702.00 OT Salaries	47			-	
703.00 Salaries PT	34,946	39,123		39,123	11,185
709.50 Volunteer Fire	22,647			-	
710.00 Ss/Mc Tax Expense	8,680	8,336		8,336	2,294
715.00 Pers Retirement	4,305	5,976		5,976	1,689
716.00 457 Retirement	40	100		100	36
720.00 Health Insurance	28,481	15,204		15,204	3,863
725.00 SCORE Workers Comp.	14,386	5,272		5,272	1,333
730.00 SUI	1,189	2,934		2,934	226
735.00 Travel & Training	438	1,000		1,000	30
740.00 Medical Expenses	-	2,000		2,000	
743.00 SCORE Vehicle	858	496		496	496
744.00 SCORE Liability	9,337	10,001		10,001	10,093
747.00 Commercial Auto	5,226	5,226		5,226	
748.00 Property Insurance				-	1,754
750.00 Dues And Subscript	11,557	2,650		2,650	
760.00 Pro & Contract Srvcs	21,539	26,100		26,100	4,448
760.01 IT	7,510	4,000		4,000	
780.00 Attorney Fees	66	2,500		2,500	149
800.00 Advertising		-		-	
820.00 Postal Expense		-		-	
830.00 Telephone Expense	1,259	1,300		1,300	207
830.30 Cellular	1,902	1,500		1,500	314
840.10 Electric	2,604	3,500		3,500	469
840.20 Heating	-	1,000		1,000	
850.00 Equip.Maint.	79	-		-	
860.00 Vehicle Maintenance	10,496	10,000		10,000	1,982
865.00 Vehicle Fuel & Oil	10,018	10,000		10,000	2,380
870.00 Office Supplies	900	1,000		1,000	263
872.00 Medical Supplies	11,311	12,000		12,000	2,837
875.00 Special Supp & Equip	178	6,000	1,000	7,000	1,385
880.00 Maintenance/Supplies	152	1,500		1,500	108
888.00 Bad Debt Exp.				-	
990.00 Unfunded Liability	1,010	547	(100)	447	447
Subtotal	**264,937**	**249,100**	**900**	**250,000**	**66,788**

Fund 53-COPS	23-24 Adopted	23-24 1st Quarter Amended	23-24 1st Quarter w/Amendment	23-24 1st Quarter YTD
Total Revenues	**170,605**	**-**	**234,765**	**5**
Total Expenditures	**234,042**	**-**	**234,042**	**72,972**
Total Over/Under	**(63,437)**	**-**	**723**	**(72,967)**
Revenue				
480.00 Interest Earnings	100		100	
520.00 COPS Revenues	170,000	16,160	186,160	
535.00 Special PD Fees	505		505	5
537.00 CCW				
690.00 Transfers In				
Prior Year Revenue			48,000	
Total	**170,605**		**234,765**	**5**
Expenditures				
701.00 Salaries Regular	83,907		83,907	14,506
701.50 On Call Pay	14,560		14,560	420
702.00 Salaries OT	2,500		2,500	
703.00 Salaries PT	26,560		26,560	5,395
705.00 Uniform Allowance	1,000		1,000	
710.00 SS/MC	5,513		5,513	1,606
715.00 Pers	11,115		11,115	3,414
716.00 457 Retirement			-	91
720.00 Health Ins	15,474		15,474	1,491
721.00 Health Ins. Allow			-	666
725.00 Workers Comp.	8,419		8,419	2,426
730.00 Sui Tax Expense	1,250		1,250	
735.00 Travel & Training			-	
743.00 Vehicle Insurance	332		332	332
745.00 SCORE-Liability	13,712		13,712	12,432
750.00 Dues & Subscriptions	400		400	
760.00 Prof. & Contract Services	800		800	
760.01 IT Services	1,000		1,000	
830.00 Telephone	1,500		1,500	344
830.3 Cellular	1,000		1,000	219
840.10 Electric	500		500	252
840.20 Heating	2,000		2,000	
860.00 Vehicle Maint	5,000		5,000	50
865.00 Vehicle Fuel	4,500		4,500	1,348
870.00 Office Supplies			-	91
875.00 Special Supplies	5,000		5,000	4,998
899.10 PAL	5,000		5,000	
950.00 Transfers Out	5,000		5,000	5,000
990.00 CalPERS Unfunded Liability	18,000		18,000	17,893
Total	**234,042**		**234,042**	**72,972**

City Council Correspondence

Collier Interpretive and Information Center
A Joint Powers Authority (CIIC JPA)
Junction of Interstate 5 and Highway 96
P.O. Box 702
Yreka, Ca 96097
(530) 475-3814
Email: collierctr@gmail.com
www.collierctr.org

Meeting Minutes
September 26, 2023
Location: Tulelake-Mike & Wanda's Restaurant

Meeting was called to order by President Rennie Cleland 6:07 p.m.

1. Roll Call Governing Board

Jurisdiction	Representative	Position	Roll Call
Dorris	Rennie Cleland	President	Present
Dunsmuir			
Etna	Cliff Munson		
Fort Jones	Grace Bennett		Present
Mt. Shasta	John Stackfleth		Present
Montague	Michelle Jackson		
Siskiyou County	Robert Rice		
	Nancy Ogren		Present
Tulelake	Hank Ebinger		Present
	Teresa Williams (Alt)		Present
	Tom Cordonier		Present
Weed	Ken Palfini		
Yreka	Colleen Baker		
	Deborah Baird (Alt)		Present

2. Public Comment: None

3. Additional Items: None

4. Guests and/or speakers: None

5. Approval of Minutes: August 22, 2023 (Lake Shastina Golf Course) Hank/Grace

6. Treasurer's Report Grace/Nancy
   a. Financials: September to date 2023
   b. Accounts payable: None
   c. Correspondence: None
   d. Insta-ink was confirmed for the center copy maching auto pay @ $12.00
   e. Ellen has offered to put together thank you bags from the center for each supporting city and county.
   f. Deb was authorized to purchase another 4' shelf for the storage room (Nancy/Rennie)
   g. Deb was authorized to purchase a current wage poster and replace the table which was broken.

7. Director's Report

a. Rennie: Reported out that Ray Ledgerwood is hoping to schedule the Strategic Planning Session for the end of the year. Rennie would also like to promote the Volcanic Scenic Byway, Tulelake Internment Camp, and Butte Valley area as much as possible. Asked for a count of advertisers.

b. Grace: Has ordered the advertising brochures and the cost has been approved @ $875.00
The 13x 10 bags have been approved an ordered.
Directing Casey (webmaster) to add the link for trails to CIIC website.
Grace and Ray will change bulbs and filters and Ray has offered to try to add the forestry disks at the center t.v.

c. Nancy: Met with Grace and Twyla at the museum to gather photo's and history for the North Coast Resource Partnership 15K grant.

d. Ellen: Was shut down for ½ day this month.
The count from 8/22 to 9/25 for visitors = 1,438 YTD = 13,095

8. Next Regular meeting: October 24, 2023
Casa Ramos
Mt. Shasta, CA
6 p.m.

Respectfully,

Deborah Baird
Mini-secretary

Collier Interpretive and Information Center
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ANNOUNCEMENT AND AGENDA
Board of Directors of the Collier Interpretive and
Information Center/Joint Powers Authority Meeting

Date: October 24, 2023
Location: Casa Ramos, Mt. Shasta
Time: 6:00 pm

Agenda

1. Roll Call Governing Board

2. Guests and Speakers

3. Public Comments

4. Additional Items

5. Approval of minutes: September 26, 2023 / Tulelake (Rennie, Grace, John, Nancy, Hank, Teresa, Tom, Deb)

6. Treasurer's Report:
   a. Financials for September to date
   b. Accounts payable: A statement from Domain Name Service (Casey, is this our provider?)
   c. Correspondence: YPD requesting a donation for National Child Safety

7. Director's Report

   Rennie: Any news on the Strategic Plan

   Grace: Updates on the advertising materials
   Updates on purchases for the center
   Update on outside display areas

   Ellen: Site visitor count
   Maintenance
   Volunteers

   Nancy: North Coast Resource grant progress

8. Next steps

9. Next regular meeting:

10. Adjourn

GOVERNING BODY

Jurisdiction	Representative	Jurisdiction	Representative
Dorris	Rennie Cleland	Tulelake	Tom Cordonier
Dunsmuir		Tulelake (Alt)	Teresa Williams
Dunsmuir (Alt)		Weed	Ken Palfini
Etna	Cliff Munson	Yreka	Colleen Baker
Etna (Alt)		Yreka Alt	Deborah Baird
Fort Jones	Grace Bennett	Siskiyou County	Robert Rice
Mt. Shasta	John Stackfleth	Siskiyou County (Alt)	Nancy Ogren
Montague	Michelle Jackson		