City of Etna

AGENDA FOR THE REGULAR MEETING OF THE ETNA CITY COUNCIL

DATE OF THE MEETING: March 24, 2025
TIME OF THE MEETING: 5:30 pm
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 Regular Meeting February 24, 2025
   b. Invoice Approvals
   c. Resolution 2025-004 – A Resolution of the City Council of the City of Etna Approving the Fee Schedule for Emergency Medical Services (Ambulance Rates Annual)
   d. Resolution 2025-005 – A Resolution of the City of Etna City Council Accepting the 2024 General Plan Annual Progress Report and Approving the Transmittal of the Report to the Governor's Office of Land Use and Climate Initiative and the California Department of Housing and Community Development
   e. Resolution 2025-006 – A Resolution of the City Council of the City of Etna Approving Sale of Surplus Vehicles to College of the Siskiyous
4. CURRENT BUSINESS
   a. Discuss/Approve Siskiyou Child Abuse Prevention Council Collaborative Proclamation
   b. Discuss/Approve Cat TNR Spay and Neuter Clinic
   c. Discuss/Approve Pleasure Park May Rodeo Parade on Main Street
   d. Discuss 2021 Audit Update
   e. Discuss/Approve CDBG Income Survey Needed to Release Program Income Uses
   f. Discuss/Approve City Costs for the Etna Cleanup Day Event Scheduled for April 18th-19th
   g. Discuss/Approve Letter Opposing a Roundabout to the Siskiyou County Transportation Committee
   h. Discuss/Approve Annual Scott Valley Multi Agency Training Drill
   i. Discuss/Approve Memorandum of Understanding for Etna Fire Department Pay
   j. Discuss/Approve Hiring for a Firefighter/EMT Position in lieu of the Assistant Ambulance Director Position
   k. Continued: Discuss/Approve to Advertise for a City Manager/Grant Manager Position
5. DEPARTMENT REPORTS
   *Police*Public Works*Fire/Ambulance*Clerk*Mayor*City Council/Committee
6. CITY COUNCIL STATEMENTS AND REQUESTS
7. CLOSED SESSION:
   a. Conference with Legal Counsel – Existing Litigation (Pursuant to Government Code §54956.9(d)(1))
      1. SCGA02113 – Kaub, Hawj Soobleej v City of Etna
   b. Public Employment (Pursuant to Government Code §54957)
      1. Police Officer
      2. Pool Manager

8. **ADJOURNMENT**

Zoom Teleconference Information:

Phone: 1-669-444-9171 US Meeting ID: 825 0137 0271

https://us06web.zoom.us/j/82501370271

The City of Etna does not discriminate based on disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available. If any accommodations are needed, please contact Pamela Eastlick at 530-467-5256 p.eastlick@etnaca.com. Requests should be made as soon as possible but recommended between three days to one week prior to the scheduled meeting.

MINUTES
REGULAR MEETING OF THE ETNA CITY COUNCIL
Monday February 24, 2025

Members of the Etna City Council met on this 24th day of February in person and TELECONFERENCE (Zoom.) Mayor Cliff Munson called the meeting to order and led in the salute to the flag of the United States of America.

1. **Call to Order:**
   a. Roll Call

   Councilmembers Jason Deppen, Mayor Cliff Munson, Charnna Gilmore, and John Stacher were present. Councilmember Brandon Fawaz arrived shortly after roll call.

2. **Public Comments on Non-Agenda Items:**

   Roz Squair representing the Friends of the Etna Library asked about the covered Stage bus stop.

   Dawn Schott commented on hiring a full-time position split between the ambulance and fire department. Schott spoke about Fort Jones fire contracts being updated and the City of Etna should do the same and shared concerns about the current state of equipment being old and needing to be replaced soon. Schott also expressed concerns about burnout of the ambulance director without having extra help.

3. **Consent Calendar:**
   a. **Minutes of the Regular Meeting January 27, 2025**
   b. **Minutes of the Special Meeting January 27, 2025**
   c. **Invoice Approvals**

   Councilmember Charnna Gilmore requested an addition to the regular meeting minutes to add "that a lock has been placed on the tanks." Gilmore asked if the 448 Main Street power bill was for one month and asked about the city attorney invoice.

   City Attorney Andrew Jared gave explanation of the last invoice.

   Councilmember Jason Deppen asked about the Mitchem Planning invoice.

   Councilmember Deppen made a motion to approve the Consent Calendar, councilmember John Stacher seconded, and the motion passed.

   Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

4. **Current Business:**

   a. **Discuss/Approve Every 15 Minutes Event to be Held in March.**

      Etna High School seniors requested approval from the Council to hold this event which will require Howell Avenue closure. The event is scheduled for the morning of March 19th. Councilmember Charnna Gilmore made a motion to approve this request, Councilmember Jason Deppen seconded, and the motion passed.

   Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

b. Discuss/Approve Storage Building at the Library.

Roz Squair explained that the library is running out of space and needs a building for storage and asked for recommendations on where to place the building. More discussion on where to place the building. No action taken.

c. Discuss/Approve Adding a Fee Rate of $1,925 for Advanced Life Support (ALS) Dry Run to Our Current Ambulance Rate Schedule.

Ambulance Director Teri Arrwood explained that this rate fee being added to the schedule will allow billing for services during an emergency such as the Shelly Fire. Councilmember Brandon Fawaz made a motion to approve, Councilmember Charnna Gilmore seconded, and the motion passed.

Fawaz asked why the ambulance was not assigned to the Shelly Fire incident. Arrwood said it was due to lack of personnel that were able to be fully staffed at the incident.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

d. Discuss Fire Hazard Severity Zones.

Fire Chief Clint Whitchurch spoke about insurance rates increasing. More discussion regarding local response. There will be an ordinance regarding this presented at the next meeting for a first reading. City Attorney Andrew Jared explained that the State set these fire hazard levels, and the city cannot opt out of what the State has set. There are new rules pertaining to new homes being built with fire resistant materials because of the recent LA fires. City Clerk Eastlick added that this is going to effect people with new building permits.

e. Discuss/Approve Advertising for Parks and Recreation Culture Position.

The City Council discussed the pool manager position. Councilmember Brandon Fawaz made a motion to approve advertising for the pool manager reverting to the prior year job description for the pool manager. Councilmember Charnna Gilmore seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

f. Discussion/Approve Advertising for Lifeguard Positions.

Councilmember Charnna Gilmore made a motion to advertise for lifeguard positions. Gilmore asked about the interviews and lifeguards logistics. Councilmember John Stacher seconded, and the motion passed.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

g. Discuss/Approve Advertising for City Manager/Grant Writer Administrator Position.

Council member John Stacher Council and staff if this position is necessary. Discussion regarding hiring for the position and the need to have someone handle personnel issues and updating or municipal codes. City Clerk Pamela Eastlick

commented on personnel issues. Mayor Cliff Munson commented on management styles. Councilmember Brandon Fawaz commented on fiscal issues, positions not being filled in public safety, and the budget. Fawaz does not support advertising for this position until there is a better understanding of the city's financials and thinks that this topic should be discussed every month. City Attorney Andrew Jared explained the issues with the "commissioners" system that the city uses. Jared recommends having a layer between the council and staff with a city manager/administrator. No action taken.

h. Discuss/Approve City Tree Removal – Three Quotes.

Councilmember Jason Deppen made a motion to approve Layton Tree Removal, Councilmember Charnna Gilmore seconded, and the motion passed. More discussion on what funds to pay for the service out of.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

i. Discuss/Approve Restructuring City Attorney Contract.

Attorney Jared presented the Council with a restructured contract with rates that are more in line with the City of Etna's needs. Councilmember Stacher made a motion accepting the new rates in the contract. Councilmember Brandon Fawaz seconded. Councilmember Charnna Gilmore asked if there was an expiration date to the contract. Jared explained that these rates are effective as of March 1st and the contract can be adjusted, if necessary, there is a 3% annual rate increase, and the contract has no expiration and is an at-will agreement. Mayor Munson called for a vote.

Ayes: Stacher, Gilmore, Munson, Deppen, Fawaz

5. Department Reports:

Police Department had nothing to report.

Public Works Director Dan Burbank had nothing to report. Councilmember Stacher thanked the department for repairing a flooding issue to one of the houses in town.

Ambulance Director Teri Arrwood provided a written report in the Council's packet. Arrwood added that one of the ambulances needed some mechanical repairs and is back in service. Arrwood is working on a grant opportunity. Arrwood thanked Dawn Schott for her comments during public comment period. More discussion regarding the mechanical issue with the ambulance.

City Clerk Pamela Eastlick gave a brief report regarding the audits.

Mayor Cliff Munson reported that the city owned buildings were appraised and he had to sign a letter to go back to SCORE.

Councilmember John Stacher asked about the Public Records Request from Transparent California.

Councilmember Brandon Fawaz requested that the County Transportation Plan be on the next agenda. Fawaz expressed concerns with a round-about being constructed in Etna by

Dotty's. Fawaz recommends the Council and staff be fully engaged in this plan. Mayor Munson explained that the Transportation Committee has had various meetings across the County and gave an update. Inside of town there were talks about designating a pedestrian city, and discussions relating to crosswalks. More discussion. Fawaz also commented on contractual positions and asked whether the requested position for the ambulance could be a contract position for the City.

6. Adjournment:

There being no further business Mayor Cliff Munson adjourned the meeting at 7:50 pm.

Respectfully submitted,

Jenny Bennett
Asst. City Clerk

DRAFT

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

City of Etna

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

A1 DRAINS		Sewer Camera City Line		27711	01/28/2025 03/03/2025	
3333 FOREST LN.		A1			01/28/2025	0.00
ETNA		GF		0	00/00/0000	0.00
CA 96027		1422				200.00
GL Number	Description		Distribution Line Description		Invoice Amount	Amount Relieved
45-33-760.00	PROFESSIONAL & CONTRACT SERVCS				200.00	0.00
			Check No.	0	Total:	200.00
			Total for	A1 DRAINS		200.00
BAXTER AUTO PARTS		E1401 Part		27730	02/18/2025 03/06/2025	
9444 N WHITAKER ROAD		BAXTER			02/18/2025	0.00
PORTLAND		GF		0	00/00/0000	0.00
OR 97217		100619				30.16
GL Number	Description		Distribution Line Description		Invoice Amount	Amount Relieved
10-50-860.00	VEHICLE MAINTENANCE				30.16	0.00
			Check No.	0	Total:	30.16
			Total for	BAXTER AUTO PARTS		30.16
CAMPORA		625 Howell Shop		27691	02/17/2025 02/27/2025	
PO BOX 992424		CAMPO			02/17/2025	0.00
REDDING		GF		0	00/00/0000	0.00
CA 96099-2424		9043691				466.30
GL Number	Description		Distribution Line Description		Invoice Amount	Amount Relieved
10-55-840.20	HEATING				155.44	0.00
40-30-840.20	HEATING				155.43	0.00
45-33-840.20	HEATING				155.43	0.00
CAMPORA		155 Diggles PD Heat		27731	02/24/2025 03/06/2025	
PO BOX 992424		CAMPO			02/24/2025	0.00
REDDING		GF		0	00/00/0000	0.00
CA 96099-2424		9127788				513.44
GL Number	Description		Distribution Line Description		Invoice Amount	Amount Relieved
10-40-840.20	HEATING				256.72	0.00
53-40-840.20	HEATING				256.72	0.00
			Check No.	0	Total:	979.74
			Total for	CAMPORA		979.74
COLANTUONO, HIGHSMITH & WHATLEY, PC		Attorney Fees		27717	12/11/2024 03/06/2025	
420 SIERRA COLLEGE DRIVE		JARED			12/11/2024	0.00
GRASS VALLEY		GF		0	00/00/0000	0.00
CA 95945-5091		63239				35.07

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
10-25-780.00	ATTORNEY FEES		35.07	0.00

Check No. 0 Total: 35.07
Total for COLANTUONO, HIGHSMITH & 35.07

DAVE WALLACE, CPA | Pre-Audit 2021 | 27707 | 01/31/2025 | 03/03/2025
6182 W WHISTLE STOP RD | DAVE WALL | 01/31/2025 | 0.00
SOUTH JORDAN | GF | 0 | 00/00/0000 | 0.00
UT 84009 | 31-Jan-25 | 340.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-90-760.00	PROFESSIONAL & CONTRACT SERVCS		340.00	0.00

Check No. 0 Total: 340.00
Total for DAVE WALLACE, CPA 340.00

E & S ENGINEERS | Monthly Retainer | 27695 | 02/26/2025 | 03/03/2025
329 WEST MINER STREET | E&S | 02/26/2025 | 0.00
YREKA | GF | 0 | 00/00/0000 | 0.00
CA 96097 | 4896 | 500.00

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

Check No. 0 Total: 500.00
Total for E & S ENGINEERS 500.00

ETNA HARDWARE, INC. | Maint & Supplies | 27735 | 02/28/2025 | 03/06/2025
P O BOX 328 | EHSG | 02/28/2025 | 0.00
ETNA | GF | 0 | 00/00/0000 | 0.00
CA 96027 | 387.75

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-880.00	MAINTENANCE & SUPPLIES		45.86	0.00
10-60-880.00	MAINTENANCE & SUPPLIES		53.61	0.00
23-70-880.00	MAINTENANCE & SUPPLIES		1.99	0.00
40-30-880.00	MAINTENANCE & SUPPLIES		277.80	0.00
50-45-880.00	MAINTENANCE & SUPPLIES		8.49	0.00

Check No. 0 Total: 387.75
Total for ETNA HARDWARE, INC. 387.75

FAIRCHILD MEDICAL CENTER | Medical Supplies | 27733 | 01/31/2025 | 03/06/2025
444 BRUCE ST | FMC | 01/31/2025 | 0.00
YREKA | GF | 0 | 00/00/0000 | 0.00
CA 96097 | 10.00

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	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		10.00	0.00

Check No. 0 Total: 10.00
Total for FAIRCHILD MEDICAL CENTER 10.00

FORT JONES LUMBER YARD, INC. | Misc Materials | 27696 | 02/25/2025 | 03/03/2025
FORT JONES | 02/25/2025 | 0.00
GF | 0 | 00/00/0000 | 0.00
136.98

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-50-880.00	MAINTENANCE & SUPPLIES	Water Heater Washers	12.38	0.00
23-70-880.00	MAINTENANCE & SUPPLIES	Pool Building Maint.	124.60	0.00

Check No. 0 Total: 136.98
Total for FORT JONES LUMBER YARD, INC. 136.98

HENRY SCHEIN MEDICAL | Medical Supplies | 27710 | 02/24/2025 | 03/03/2025
PO BOX 7156 | HENRYSH | 02/24/2025 | 0.00
PASADENA | GF | 0 | 00/00/0000 | 0.00
CA 91109-7156 | 37299204 | 26.51

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		26.51	0.00

Check No. 0 Total: 26.51
Total for HENRY SCHEIN MEDICAL 26.51

KELLEY CREATE | Xerox Monthly | 27706 | 02/28/2025 | 03/03/2025
PO BOX 660831 | KELLEY | 02/28/2025 | 0.00
DALLAS | GF | 0 | 00/00/0000 | 0.00
TX 75266-0831 | 38678860 | 378.65

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		126.19	0.00
40-30-750.00	DUES AND SUBSCRIPTIONS		126.23	0.00
45-33-750.00	DUES AND SUBSCRIPTIONS		126.23	0.00

Check No. 0 Total: 378.65
Total for KELLEY CREATE 378.65

KIEP-ER KLEEN | Cleaning Services | 27714 | 03/03/2025 | 03/03/2025
PO BOX 404 | KK | 03/03/2025 | 0.00
ETNA | GF | 0 | 00/00/0000 | 0.00
CA 96027-404 | 90.00

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	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.00	PROFESSIONAL & CONTRACT SERVCS	City Hall	72.00	0.00
10-40-760.00	PROFESSIONAL & CONTRACT SERVCS	PD	18.00	0.00

Check No. 0 Total: 90.00
Total for KIEP-ER KLEEN 90.00

LAYTON TREE REMOVAL, INC.	City Tree Removal	27737	03/04/2025	
			03/06/2025	
PO BOX 838	LAYTON		03/04/2025	0.00
YREKA	GF	0	00/00/0000	0.00
CA 96097	266			5,600.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-760.00	PROFESSIONAL & CONTRACT SERVCS		1,866.66	0.00
40-30-760.00	PROFESSIONAL & CONTRACT SERVCS		1,866.66	0.00
45-33-760.00	PROFESSIONAL & CONTRACT SERVCS		1,866.68	0.00

Check No. 0 Total: 5,600.00
Total for LAYTON TREE REMOVAL, INC. 5,600.00

LIFE ASSIST	Medical Supplies	27693	02/24/2025	
			02/27/2025	
11277 SUNRISE PARK DRIVE	LA		02/24/2025	0.00
RANCHO CORDOVA	GF	0	00/00/0000	0.00
CA 95742	1558132			370.46

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-872.00	MEDICAL SUPPLIES		370.46	0.00

Check No. 0 Total: 370.46
Total for LIFE ASSIST 370.46

MEAN GENE'S GAS	Bulk Fuel	27690	01/31/2025	
			02/27/2025	
P O BOX 534	MGM		01/31/2025	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032	Jan			9,603.49

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-865.10	GASOLINE	Unleaded	114.50	0.00
10-41-865.10	GASOLINE	Unleaded	561.28	0.00
10-50-840.20	HEATING	Fire Hall	948.04	0.00
10-50-865.10	GASOLINE	Unleaded	194.37	0.00
10-50-865.20	DIESEL	Diesel	67.22	0.00
10-55-840.20	HEATING	City Hall Htng Diesel	3,520.79	0.00
10-55-875.00	SPECIAL DEPT SUPPLIES & EQUIP	New Tank City Hall	1,796.41	0.00
10-60-865.20	DIESEL	Diesel	24.22	0.00
40-30-865.10	GASOLINE	Unleaded	187.74	0.00
40-30-865.20	DIESEL	Diesel	24.22	0.00
45-33-865.10	GASOLINE	Unleaded	187.74	0.00
45-33-865.20	DIESEL	Diesel	24.22	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

50-45-865.10	GASOLINE	Unleaded	244.99	0.00
50-45-865.20	DIESEL	Diesel	1,331.95	0.00
53-40-865.10	GASOLINE	Unleaded	375.80	0.00

Check No. 0 Total: 9,603.49

Total for MEAN GENE'S GAS 9,603.49

NATHAN MENDES — Reim: Vehicle Maint. — 27715 — 03/06/2025 — 03/06/2025

PO BOX 242 — 3001 — 03/06/2025 — 0.00
BELLA VISTA — GF — 0 — 00/00/0000 — 0.00
CA 96008 — 457.69

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-860.00	VEHICLE MAINTENANCE		229.84	0.00
53-40-860.00	VEHICLE MAINTENANCE		227.85	0.00

Check No. 0 Total: 457.69

Total for NATHAN MENDES 457.69

PACE ANALYTICAL — Drinking Water Testing — 27686 — 01/28/2025 — 02/27/2025

PO BOX 684056 — PACE ANALY — 01/28/2025 — 0.00
CHICAGO — GF — 0 — 00/00/0000 — 0.00
IL 60695-4056 — 252800635 — 151.08

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-795.00	LABORATORY TESTS		151.08	0.00

PACE ANALYTICAL — Drinking Water Monitoring — 27694 — 02/27/2025 — 02/27/2025

PO BOX 684056 — PACE ANALY — 02/27/2025 — 0.00
CHICAGO — GF — 0 — 00/00/0000 — 0.00
IL 60695-4056 — 252801440 — 150.60

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-795.00	LABORATORY TESTS		150.60	0.00

PACE ANALYTICAL — Drinking Water Monitoring — 27716 — 03/04/2025 — 03/06/2025

PO BOX 684056 — PACE ANALY — 03/04/2025 — 0.00
CHICAGO — GF — 0 — 00/00/0000 — 0.00
IL 60695-4056 — 252801610 — 192.20

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-795.00	LABORATORY TESTS		192.20	0.00

Check No. 0 Total: 493.88

Total for PACE ANALYTICAL 493.88

PACIFIC POWER — 401 Howell Pool — 27685 — 02/06/2025 — 02/27/2025

PO BOX 26000 — PP — 02/06/2025 — 0.00
PORTLAND — GF — 0 — 00/00/0000 — 0.00
OR 97256-0001 — 261.06

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

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
23-70-840.10	ELECTRIC		261.06	0.00

PACIFIC POWER — 625 Howell Shop & Amb — 27697 — 02/24/2025 — 03/03/2025
PO BOX 26000 — PP — 02/24/2025 — 0.00
PORTLAND — GF — 0 — 00/00/0000 — 0.00
OR 97256-0001 — 787.81

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-840.10	ELECTRIC		87.53	0.00
40-30-840.10	ELECTRIC		87.53	0.00
45-33-840.10	ELECTRIC		87.25	0.00
50-45-840.10	ELECTRIC		525.50	0.00

PACIFIC POWER — 400 Main St. — 27698 — 02/24/2025 — 03/03/2025
PO BOX 26000 — PP — 02/24/2025 — 0.00
PORTLAND — GF — 0 — 00/00/0000 — 0.00
OR 97256-0001 — 91.31

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		91.31	0.00

PACIFIC POWER — 440 Main St. — 27699 — 02/24/2025 — 03/03/2025
PO BOX 26000 — PP — 02/24/2025 — 0.00
PORTLAND — GF — 0 — 00/00/0000 — 0.00
OR 97256-0001 — 326.82

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		326.82	0.00

PACIFIC POWER — 400 Howell Ave #Lites — 27700 — 02/24/2025 — 03/03/2025
PO BOX 26000 — PP — 02/24/2025 — 0.00
PORTLAND — GF — 0 — 00/00/0000 — 0.00
OR 97256-0001 — 61.40

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-60-840.10	ELECTRIC		61.40	0.00

PACIFIC POWER — Woodland Fltr Plant — 27701 — 02/24/2025 — 03/03/2025
PO BOX 26000 — PP — 02/24/2025 — 0.00
PORTLAND — GF — 0 — 00/00/0000 — 0.00
OR 97256-0001 — 368.41

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
40-30-840.10	ELECTRIC		368.41	0.00

PACIFIC POWER — 448 Main St RCD — 27702 — 02/24/2025 — 03/03/2025
PO BOX 26000 — PP — 02/24/2025 — 0.00
PORTLAND — GF — 0 — 00/00/0000 — 0.00
OR 97256-0001 — 185.77

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.10	ELECTRIC		185.77	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	155 Diggles PD	27703	02/24/2025	
			03/03/2025	
PO BOX 26000	PP		02/24/2025	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				436.31

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-840.10	ELECTRIC		218.16	0.00
53-40-840.10	ELECTRIC		218.15	0.00

PACIFIC POWER	401 Island Sewerplant	27704	02/25/2025	
			03/03/2025	
PO BOX 26000	PP		02/25/2025	0.00
PORTLAND	GF	0	00/00/0000	0.00
OR 97256-0001				514.30

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-840.10	ELECTRIC		514.30	0.00

Check No. 0 Total: 3,033.19

Total for PACIFIC POWER 3,033.19

PEACE OFFICERS RESEARCH ASSOC.	Etna Reserve POA	27708	02/28/2025	
			03/03/2025	
2940 ADVANTAGE WAY	PORAC		02/28/2025	0.00
SACRAMENTO	GF	0	00/00/0000	0.00
CA 95834-9666	475796			24.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
99-00-217.00	PD DUES		24.00	0.00

PEACE OFFICERS RESEARCH ASSOC.	Etna POA	27709	02/28/2025	
			03/03/2025	
2940 ADVANTAGE WAY	PORAC		02/28/2025	0.00
SACRAMENTO	GF	0	00/00/0000	0.00
CA 95834-9666	475795			148.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
99-00-217.00	PD DUES		148.00	0.00

Check No. 0 Total: 172.00

Total for PEACE OFFICERS RESEARCH AS 172.00

PITNEY BOWES	Qtrly Lease Invoice	27689	02/08/2025	
			02/27/2025	
PO BOX 371887	PITNEY BOW		02/08/2025	0.00
PITTSBURGH	GF	0	00/00/0000	0.00
PA 15250-7887	3107081192			175.38

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		175.38	0.00

Check No. 0 Total: 175.38

Total for PITNEY BOWES 175.38

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

RAY-MAC MECHANICAL, INC	City Hall Heater Repairs	27712	11/19/2025	
			03/03/2025	
PO BOX 895	RMMINC		11/19/2025	0.00
MT. SHASTA	GF	0	00/00/0000	0.00
CA 96067	112442			679.21

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-760.00	PROFESSIONAL & CONTRACT SERVCS		679.21	0.00

Check No. 0 Total: 679.21
Total for RAY-MAC MECHANICAL, INC 679.21

SCOTT VALLEY AUTO PARTS	PD Vehicle Maint	27732	02/28/2025	
			03/06/2025	
P O BOX 215	SVAP		02/28/2025	0.00
FT JONES	GF	0	00/00/0000	0.00
CA 96032	398814			43.60

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-860.00	VEHICLE MAINTENANCE		43.60	0.00

Check No. 0 Total: 43.60
Total for SCOTT VALLEY AUTO PARTS 43.60

SCOTT VALLEY DISPOSAL	Monthly Trash Service	27734	02/28/2025	
			03/06/2025	
138 FOREST WALK	SVD		02/28/2025	0.00
ETNA	GF	0	00/00/0000	0.00
CA 96027				270.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-55-840.30	TRASH		90.00	0.00
10-60-840.30	TRASH		90.00	0.00
10-70-840.30	TRASH		90.00	0.00

Check No. 0 Total: 270.00
Total for SCOTT VALLEY DISPOSAL 270.00

SHN CONSULTING ENGINEERS	Etna SSMP	27687	01/13/2025	
			02/27/2025	
	SHN		01/13/2025	0.00
	GF	0	00/00/0000	0.00
	124431			810.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
45-33-760.00	PROFESSIONAL & CONTRACT SERVCS		810.00	0.00

Check No. 0 Total: 810.00
Total for SHN CONSULTING ENGINEERS 810.00

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 COUNTY EDC	MOU Feb 25	27688	02/01/2025		
			02/27/2025		
1512 SOUTH OREGON ST	SCEDC		02/01/2025		0.00
YREKA	GF	0	00/00/0000		0.00
CA 96097	Feb 25				500.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-20-760.00	PROFESSIONAL & CONTRACT SERVCS		500.00	0.00

SISKIYOU COUNTY EDC	MOU March 2025	27713	03/01/2025		
			03/03/2025		
1512 SOUTH OREGON ST	SCEDC		03/01/2025		0.00
YREKA	GF	0	00/00/0000		0.00
CA 96097	Mar 25				500.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-20-760.00	PROFESSIONAL & CONTRACT SERVCS		500.00	0.00

Check No.	0	Total:	1,000.00
Total for	SISKIYOU COUNTY EDC		1,000.00

TERESA ARRWOOD	Reim: Live Scan	27728	01/14/2025		
			03/06/2025		
	TERIARR		01/14/2025		0.00
	GF	0	00/00/0000		0.00
					30.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-735.00	TRAVEL & TRAINING		30.00	0.00

Check No.	0	Total:	30.00
Total for	TERESA ARRWOOD		30.00

TROY THURMAN	CDBG Overpayment	27729	02/05/2025		
			03/06/2025		
PO BOX 826	TROYTHURMA		02/05/2025		0.00
ETNA	GF	0	00/00/0000		0.00
CA 96027					200.00

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-00-261.00	DEPOSITS - OTHER		200.00	0.00

Check No.	0	Total:	200.00
Total for	TROY THURMAN		200.00

VALLEY TIRE & TACKLE INC.	Flat Tire Repair PD	27736	02/13/2025		
			03/06/2025		
11211 NORTH HWY 3	VTHS		02/13/2025		0.00
FT JONES	GF	0	00/00/0000		0.00
CA 96032	63508				17.50

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-860.00	VEHICLE MAINTENANCE		17.50	0.00

Check No.	0	Total:	17.50

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 VALLEY TIRE & TACKLE INC. 17.50

VERIZON WIRELESS	Monthly Cellular	27705	02/21/2025		
			03/03/2025		
PO BOX 9622	VW		02/21/2025		0.00
MISSION HILLS	GF	0	00/00/0000		0.00
TX 91346-9622					880.13

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-40-830.30	CELLULAR		107.94	0.00
10-41-830.30	CELLULAR		107.94	0.00
10-60-830.30	CELLULAR		50.68	0.00
40-30-830.30	CELLULAR		50.58	0.00
45-33-830.30	CELLULAR		50.58	0.00
50-45-830.30	CELLULAR		60.23	0.00
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP	New Phone	344.24	0.00
53-40-830.30	CELLULAR		107.94	0.00

Check No. 0 Total: 880.13

Total for VERIZON WIRELESS 880.13

WITTMAN ENTERPRISES, LLC	Ambulance Billing	27692	02/25/2025		
			02/27/2025		
11093 SUN CENTER	WE		02/25/2025		0.00
RANCHO CORDOVA	GF	0	00/00/0000		0.00
CA 95670-6110	2501467				1,604.68

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-760.00	PROFESSIONAL & CONTRACT SERVCS	Services Jan 25	1,604.68	0.00

Check No. 0 Total: 1,604.68

Total for WITTMAN ENTERPRISES, LLC 1,604.68

Total Invoices: 43

Grand Total:	28,556.07
Less Credit Memos:	0.00
Net Total:	28,556.07
Less Hand Check Total:	0.00
Outstanding Invoice Total:	28,556.07

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	372.00	0.00
20	City Council	1,000.00	0.00
25	City Clerk	908.64	0.00
30	Water	3,487.40	0.00
33	Sewer	4,173.51	0.00
40	Law Enforcement	2,192.72	0.00
41	Police - FJ Station	669.22	0.00
45	Ambulance Services	4,557.05	0.00
50	Fire Prevention	1,298.03	0.00
55	Governmental Buildings	6,845.75	0.00
60	Highways & Streets	2,234.10	0.00
70	Parks & Recreation	477.65	0.00
90	Non-Departmental	340.00	0.00
	Grand Total:	**28,556.07**	**0.00**

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

AMAZON.COM	Hearing Protection Gun	27718	02/04/2025	
			03/06/2025	
	AMAZON		02/04/2025	0.00
	EFT	0	00/00/0000	0.00
00000				39.59

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP		39.59	0.00

AMAZON.COM	Ceiling Fan	27719	02/14/2025	
			03/06/2025	
	AMAZON		02/14/2025	0.00
	EFT	0	00/00/0000	0.00
00000				70.82

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP		70.82	0.00

AMAZON.COM	Phone Case & Charger	27722	02/14/2025	
			03/06/2025	
	AMAZON		02/14/2025	0.00
	EFT	0	00/00/0000	0.00
00000				43.95

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
50-45-870.00	OFFICE SUPPLIES		43.95	0.00

AMAZON.COM	Phone Charger	27720	02/21/2025	
			03/06/2025	
	AMAZON		02/21/2025	0.00
	EFT	0	00/00/0000	0.00
00000				9.11

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		9.11	0.00

AMAZON.COM	B2B Prime Subscription	27721	02/28/2025	
			03/06/2025	
	AMAZON		02/28/2025	0.00
	EFT	0	00/00/0000	0.00
00000				535.18

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-750.00	DUES AND SUBSCRIPTIONS		76.45	0.00
10-40-750.00	DUES AND SUBSCRIPTIONS		76.45	0.00
10-50-750.00	DUES AND SUBSCRIPTIONS		76.45	0.00
10-60-750.00	DUES AND SUBSCRIPTIONS		76.45	0.00
40-30-750.00	DUES AND SUBSCRIPTIONS		76.45	0.00
45-33-750.00	DUES AND SUBSCRIPTIONS		76.48	0.00
50-45-750.00	DUES AND SUBSCRIPTIONS		76.45	0.00

Check No.	0	Total:	698.65
Total for	AMAZON.COM		698.65

GARLAND TECH, INC	IT Services Feb	27727	02/01/2025	
			03/06/2025	
15303 GLENWOOD PLACE	GARLAND		02/01/2025	0.00
WEED	EFT	0	00/00/0000	0.00
CA 96094				1,614.00

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	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-760.01	I.T.		230.58	0.00
10-40-760.01	I.T.		230.57	0.00
10-41-760.01	I.T.		230.57	0.00
40-30-760.01	I.T.		230.57	0.00
45-33-760.01	I.T.		230.57	0.00
50-45-760.01	I.T.		230.57	0.00
53-40-760.01	I.T.		230.57	0.00

Check No. 0 Total: 1,614.00

Total for GARLAND TECH, INC 1,614.00

MECHANICS CREDIT CARD	Adobe Renewal	27739	02/03/2025		
			03/06/2025		
	MECHCC		02/03/2025		0.00
	EFT	0	00/00/0000		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. 0 Total: 239.88

Total for MECHANICS CREDIT CARD 239.88

SNIDER ENERGY	Mendes Fuel Feb	27724	02/07/2025		
PACIFIC PRIDE			03/06/2025		
DEBIT	SNIDER		02/07/2025		0.00
	EFT	0	00/00/0000		0.00
					112.91

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
53-40-865.00	VEHICLE FUEL & OIL		112.91	0.00

SNIDER ENERGY	Mendes Fuel Feb	27725	02/14/2025		
PACIFIC PRIDE			03/06/2025		
DEBIT	SNIDER		02/14/2025		0.00
	EFT	0	00/00/0000		0.00
					101.75

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
53-40-865.00	VEHICLE FUEL & OIL		101.75	0.00

SNIDER ENERGY	Mendes Fuel Feb	27726	02/24/2025		
PACIFIC PRIDE			03/06/2025		
DEBIT	SNIDER		02/24/2025		0.00
	EFT	0	00/00/0000		0.00
					111.48

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
53-40-865.00	VEHICLE FUEL & OIL		111.48	0.00

Check No. 0 Total: 326.14

Total for SNIDER ENERGY 326.14

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
STAPLES OFFICE SUPPLIES	Paper	27723	02/07/2025	
			03/06/2025	
ON-LINE PURCHASE	STAPLES		02/07/2025	0.00
	EFT	0	00/00/0000	0.00
				47.17

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-870.00	OFFICE SUPPLIES		47.17	0.00

Check No.	0	Total:	47.17
Total for	STAPLES OFFICE SUPPLIES		47.17

US BANK CREDIT CARD	February	27738	02/10/2025	
			03/06/2025	
	USBANK		02/10/2025	0.00
	EFT	0	00/00/0000	0.00
				3,174.47

GL Number	Description	Distribution Line Description	Invoice Amount	Amount Relieved
10-25-735.00	TRAVEL & TRAINING	Fuel SCORE Mtg.	64.00	0.00
10-40-820.00	POSTAL EXPENSE	USPS	5.58	0.00
10-40-820.00	POSTAL EXPENSE	USPS	10.65	0.00
10-41-820.00	POSTAL EXPENSE	USPS	8.20	0.00
10-50-870.00	OFFICE SUPPLIES	Amazon Fire O/S	165.53	0.00
10-55-875.00	SPECIAL DEPT SUPPLIES & EQUIP		76.42	0.00
10-60-880.00	MAINTENANCE & SUPPLIES	Amazon	76.41	0.00
10-60-880.00	MAINTENANCE & SUPPLIES	John Ellsworth (credit in Marc	294.50	0.00
40-30-875.00	SPECIAL DEPT SUPPLIES & EQUIP		76.41	0.00
45-33-875.00	SPECIAL DEPT SUPPLIES & EQUIP		76.41	0.00
45-33-880.00	MAINTENANCE & SUPPLIES	Lowe's	133.32	0.00
50-45-735.00	TRAVEL & TRAINING	Emergency Resilience Trng.	39.00	0.00
50-45-735.00	TRAVEL & TRAINING	COS Training	91.00	0.00
50-45-860.00	VEHICLE MAINTENANCE	American Diesel	1,615.91	0.00
50-45-870.00	OFFICE SUPPLIES	Amazon	239.89	0.00
50-45-872.00	MEDICAL SUPPLIES	Combat Medical	144.93	0.00
50-45-875.00	SPECIAL DEPT SUPPLIES & EQUIP	Amazon	31.96	0.00
50-45-880.00	MAINTENANCE & SUPPLIES	Dollar General	24.35	0.00

Check No.	0	Total:	3,174.47
Total for	US BANK CREDIT CARD		3,174.47

Total Invoices: 12

Grand Total:	6,100.31
Less Credit Memos:	0.00
Net Total:	6,100.31
Less Hand Check Total:	0.00
Outstanding Invoice Total:	6,100.31

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	667.19	0.00
30	Water	383.43	0.00
33	Sewer	516.78	0.00
40	Law Enforcement	879.96	0.00
41	Police - FJ Station	238.77	0.00
45	Ambulance Services	2,648.42	0.00
50	Fire Prevention	241.98	0.00
55	Governmental Buildings	76.42	0.00
60	Highways & Streets	447.36	0.00
	Grand Total:	**6,100.31**	**0.00**

Check Register Report

Date: 03/20/2025
Time: 12:28 pm
Page: 1

City of Etna — BANK: MECHANICS BANK

Check Number	Check Date / Void/Stop Date	Reconcile Date	Vendor# / Status	Vendor Name / Check Description	Gross / Discount	Amount
22249	03/12/2025		CROSSCONNE Printed	CROSS CONNECTIONS MOBILE 50/50	10,503.53 0.00	10,503.53

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27740	10-50-875.00	73.40	0.00	73.40
27741	60-50-875.00	10,430.13	0.00	10,430.13
			Check Amount	10,503.53

22250	03/12/2025		DAWTOMOTIV Printed	DAWTOMOTIVE 2008 Charger Repairs	920.00 0.00	920.00

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27754	62-40-875.00	405.00	0.00	405.00
27755	62-40-875.00	515.00	0.00	515.00
			Check Amount	920.00

22251	03/12/2025		HENRYSH Printed	HENRY SCHEIN MEDICAL Medical Supplies	5.97 0.00	5.97

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27757	50-45-872.00	5.97	0.00	5.97
			Check Amount	5.97

22252	03/12/2025		LES SCH Printed	LES SCHWAB Alignment Ambulance	119.99 0.00	119.99

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27758	50-45-860.00	119.99	0.00	119.99
			Check Amount	119.99

22253	03/12/2025		PACESUPPLY Printed	PACE SUPPLY CORP Culvert Pipes	3,189.62 0.00	3,189.62

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27759	10-60-880.00	3,189.62	0.00	3,189.62
			Check Amount	3,189.62

22254	03/12/2025		PP Printed	PACIFIC POWER Streetlights	1,449.38 0.00	1,449.38

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27752	10-60-867.00	157.80	0.00	157.80
27753	10-60-867.00	1,291.58	0.00	1,291.58
			Check Amount	1,449.38

22255	03/12/2025		PORAC LDF Printed	PEACE OFFICERS LEGAL DEFENSE Etna Reserves	432.00 0.00	432.00

Check Register Report

City of Etna

BANK: MECHANICS BANK

Check Number	Check Date / Void/Stop Date	Reconcile Date / Status	Vendor# / Vendor Name / Check Description	Gross / Discount	Amount

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27750	99-00-217.00	384.00	0.00	384.00
27751	10-40-750.00	48.00	0.00	48.00
			Check Amount	432.00

22256	03/12/2025	SISPRINGS	SIERRA SPRINGS	22.44	22.44
		Printed	Water	0.00	

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27756	10-25-870.00	22.44	0.00	22.44
			Check Amount	22.44

22257	03/12/2025	ST	SISKIYOU TELEPHONE	1,120.78	1,120.78
		Printed	3217 City Hall Fax	0.00	

Ref#	GL Number / Line Distribution Description	Gross	Discount	Amount
27742	53-40-830.00	26.19	0.00	26.19
27742	10-40-830.00	26.18	0.00	26.18
27743	10-25-830.00	205.02	0.00	205.02
27744	23-70-830.00	130.50	0.00	130.50
27745	45-33-830.00	32.37	0.00	32.37
27745	40-30-830.00	32.37	0.00	32.37
27745	10-60-830.00	32.37	0.00	32.37
27745	10-70-830.00	79.95	0.00	79.95
27746	53-40-830.00	126.10	0.00	126.10
27746	10-40-830.00	126.10	0.00	126.10
27747	50-45-830.00	168.67	0.00	168.67
27748	10-50-830.00	83.90	0.00	83.90
27749	10-25-830.00	51.06	0.00	51.06
			Check Amount	1,120.78

Total Checks: 9 **Bank Total(excluding void checks):** **17,763.71**

Total Checks: 9 **Grand Total(excluding void checks):** **17,763.71**

Check Number	Check Date / Void/Stop Date	Reconcile Date / Status	Vendor#	Vendor Name / Check Description	Gross / Discount	Amount

Recap by Fund

Department #	Department Name	Dist. Amount
00	General	384.00
25	City Clerk	278.52
30	Water	32.37
33	Sewer	32.37
40	Law Enforcement	1,272.57
45	Ambulance Services	294.63
50	Fire Prevention	10,587.43
60	Highways & Streets	4,671.37
70	Parks & Recreation	210.45
	Grand Total:	**17,763.71**

City of Etna

Resolution Number: 2025-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ETNA APPROVING THE FEE SCHEDULE FOR EMERGENCY MEDICAL SERVICES (AMBULANCE RATES ANNUAL)

WHEREAS the Etna Ambulance Department of the City of Etna is the primary Emergency Medical Services (ambulance) provider to the citizens Etna and Scott Valley; and

WHEREAS the adoption of the fee schedule is required to permit the City to recover the costs of providing emergency medical services, including medications and other medical supplies from the users thereof; and

WHEREAS many of the patients served by the Etna Ambulance Department pay for their services through government reimbursement programs such as Medicare; and

WHEREAS the Medicare reimbursement fee schedules do not fully reimburse the city for the cost of the services; and

WHEREAS many government reimbursement agencies have adopted the Medicare reimbursement fee schedule which has reduced the amount of income to the City's Etna Ambulance Department; and

WHEREAS The Etna Ambulance Department needs to raise the rates it charges to be able to raise sufficient revenue to cover the cost of its operations; and to comply with AB 716, the Regional EMS Authority Policy #412

WHEREAS Resolution number 927-2019 establishes that Etna Ambulance transport fees are to be increased annually on July 1st in an amount equal to the California Consumer Price Index as published by the Office of Policy, Research and Legislation; or 3%, whichever is greater

WHEREAS the last increase fees were approved on September 25th, 2023; and became effective December 1st, 2023.

WHEREAS a reasonable fee is also needed to accommodate occasional requests by community members for gurney transport for non-ambulatory patients during non-emergencies

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Etna that Resolution 927-2019 shall be rescinded and

BE IT FURTHER RESOLVED; the City Council of the City of Etna does resolve as follows:

SECTION 1. Service Fee Schedule is hereby established as set forth herein:

The following Fee Schedule shall apply when a City-owned or contract paramedic unit or ambulance provides transportation or other emergency services.

Etna Ambulance Rate	HCPCS	Etna Resident	Non-Etna Resident
ALS: Advanced Life Support			
ALS1 emergency transport	A0427	$ 2,335.30	$ 2,779.20
ALS2 emergency transport	A0433	$ 2,528.90	$ 3,009.60
ALS assessment/non-transport	A0998	$ 242.00	$ 288.00
ALS non-emergecncy scheduled transport	A0426	$ 2,020.70	$ 2,605.20
ALS Dry Run		$ 1,925.00	$ 1,925.00
BLS: Basic Life Support			
BLS emergency transport	A0429	$ 1,899.70	$ 2,260.80
BLS non-emergency sheduled transport	A0428	$ 1,766.60	$ 2,102.40
BLS assessment/non-transport	A0998	$ 60.50	$ 72.00
MISC			
BLSD deceased non-transport	A0429	$ 550.00	$ 600.00
Cardiac Monitor Use	93005	$ 101.20	$ 120.00
Oxygen Delivery	A0422	$ 114.40	$ 135.60
Each mile (patient loaded)	A0425	$ 35.20	$ 42.00
Events requesting a dedicated, staffed ambulance	In-House	$110/hr	

ALS: Advanced Life Support - "Paramedic"
BLS: Basic Life Support - "EMT"
Emergency - any 911 request for service
Non-Emergency - any shceduled transfer hospital to hospital, to a doctors appointment, etc.

SECTION 2. Annual Adjustment of Transport Fees and Mileage Charge. The transport fee in Section 1. A will be increased annually on July 1st in an amount equal to the California Consumer Price Index as published by the Office of Policy, Research and Legislation (www.dir.ca/OPRLand then rounded up to the nearest ten-dollar increment (one-dollar increment for items less than $1000), or 3%, whichever is greater.

SECTION 3. Resolution of Billing Problems: The Ambulance Director is authorized to adjust emergency medical service charges billed to a patient to resolve any problems encountered between the city and the patient for service. Records for any changes in the amount of payment owed will be maintained by the Ambulance Director or appointed designee and made available to the City Council at their request.

SECTION 4. The fees listed in this resolution will become effective on April 1, 2025.

PASSED AND ADOPTED by the City Council of the City of Etna, State of California on this 24th day of March 2025 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Cliff Munson, Mayor

ATTEST:

Pamela Eastlick, City Clerk

RESOLUTION 2025-005
A RESOLUTION OF THE CITY OF ETNA CITY COUNCIL ACCEPTING THE 2024 GENERAL PLAN ANNUAL PROGRESS REPORT AND APPROVING THE TRANSMITTAL OF THE REPORT TO THE GOVERNOR'S OFFICE OF LAND USE AND CLIMATE INITIATIVE AND THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

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

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

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

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

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

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

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

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the number of applications submitted pursuant to Government Code Section 65913.4(a), the location and the total number of developments approved pursuant to Government Code Section 65913.4(b), the total number of building permits issued pursuant to Government Code Section 65913.4(b), and the total number

of units including both rental housing and for-sale housing by area median income category constructed using the process provided for in Government Code Section 65913.4(b); and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the status of the projects in the jurisdiction's LEAP application and the corresponding impact on housing within the jurisdiction categorized based on the eligible uses specified in Health and Safety Code Section 50515.02 or 50515.03; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies progress amending the general plan or open-space element in compliance with its obligations to consult with California Native American tribes, and to identify and protect, preserve, and mitigate impacts to places, features, and objects described in Public Resources Code Sections 5097.9 and 5097.993; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the number of density bonus applications received and approved in accordance with Government Code Section 65915; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the location, status, total number of units, number of rental units, number of units for sale, and the affordability of units by income group for each residential development application submitted pursuant to the Affordable Housing and High Road Jobs Act of 2022; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies a list of all historic resources listed on the National Register of Historic Places, the California Register of Historic Resources, or a local register of historic places by the City in the past year, and the status of any housing projects proposed for the new historic designations, including whether the project was entitled, whether a building permit was issued, and the number of units in the development; and

WHEREAS, the City Council of the City of Etna has received and reviewed such a report for 2024 that was prepared by city staff and presented to the City Council on March 24, 2025; and

WHEREAS, the report must be accepted by the City Council prior to submission to the Governor's Office of Land Use and Climate Initiative and the California Department of Housing and Community Development on or before April 1 of each year.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby accepts the 2024 General Plan Annual Progress Report and approves the transmittal of the report to the Governor's Office of Land Use and Climate Initiative and the California Department of Housing and Community Development.

IT IS HEREBY CERTIFIED that the foregoing Resolution 2025-004 was duly adopted on a motion by _____ and seconded by_____ at a regular meeting of the City of Etna City Council held on the 24th day of March 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

CITY OF ETNA CITY COUNCIL

_____
Cliff Munson, Mayor

WITNESS, my hand and seal this 24th day of March 2025

_____
Pamela Eastlick, City Clerk

CITY OF ETNA
STAFF REPORT TO CITY COUNCIL

March 24, 2025

2024 GENERAL PLAN ANNUAL PROGRESS REPORT

SUMMARY: In accordance with Government Code Section 65400, the 2024 General Plan Annual Progress Report is being presented to the City Council for review and acceptance prior to submittal to the State.

REQUEST OF COUNCIL: The Council is being asked to review and accept the 2024 General Plan Annual Progress Report and to approve transmittal of same to the California Department of Housing and Community Development and the Governor's Office of Land Use and Climate Initiative (formerly the Governor's Office of Planning and Research). This would be accomplished via adoption of draft Resolution 2025-004 (see **Attachment A**).

SUGGESTED MOTION: I move that we adopt Resolution 2025-004 accepting the 2024 General Plan Annual Progress Report and approving transmittal of the Report to the Governor's Office of Land Use and Climate Initiative and the California Department of Housing and Community Development.

ATTACHMENTS:

A. Draft Resolution 2025-004, A Resolution of the City Council of the City of Etna Accepting the 2024 General Plan Annual Progress Report and Approving the Transmittal of the Report to the Governor's Office of Land Use and Climate Initiative and the California Department of Housing and Community Development

B. HCD Housing Element Forms

Introduction

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

- The status of the General Plan and the progress in its implementation.
- The progress in meeting the City's share of regional housing needs determined by the California Department of Housing and Community Development (HCD) and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing.
- The number of housing development applications received in the prior year, the number of units included in all development applications in the prior year, and the number of units approved and disapproved in the prior year.
- The degree to which the General Plan complies with the State's General Plan Guidelines and the date of the last revision to the General Plan.
- A listing of sites rezoned to accommodate that portion of the City's share of the regional housing need for each income level that could not be accommodated in the City's Vacant Land Inventory.

- The number of demolished units and new units of housing, including both rental housing and for-sale housing, that have been issued a completed entitlement, a building permit, or a certificate of occupancy, thus far in the housing element cycle, and the income category, by area median income category, that each unit of housing satisfies.
- The number of applications submitted pursuant to Government Code Sec. 65913.4(a), the location and the total number of developments approved pursuant to Government Code Sec. 65913.4(b), the total number of building permits issued pursuant to Government Code Sec. 65913.4(b), and the total number of units including both rental housing and for sale housing by area median income category constructed using the process provided for in subdivision (b) of Section 65913.4.
- The status of the projects in the City's LEAP application and the corresponding impact on housing within the jurisdiction categorized based on the eligible uses specified in Health and Safety Code Section 50515.02 or 50515.03, as applicable.
- The City's progress amending its general plan or open-space element in compliance with its obligations to consult with California Native American tribes, and to identify and protect, preserve, and mitigate impacts to places, features, and objects described in Public Resources Code Sections 5097.9 and 5097.993.
- The number of density bonus applications received and approved in accordance with Government Code Section 65915, and if approved the percentage of density bonus received, the percentage of affordable units in the project, the number of other incentives or concessions granted to the project, and any waiver or reduction of parking standards for the project.
- For each residential development application submitted pursuant to the Affordable Housing and High Road Jobs Act of 2022, the project's location, status, total number of units, number of rental units, number of units for sale, and the affordability of units by income group.
- A list of all historic resources listed on the National Register of Historic Places, the California Register of Historic Resources, or a local register of historic places by the City in the past year, and the status of any housing projects proposed for the new historic designations, including whether the project was entitled, whether a building permit was issued, and the number of units in the development.

Please note that the Housing Element component of this report consists of specific forms prescribed by HCD. Because the forms require an understanding of the instructions used to complete them, information on housing production is summarized herein. Additionally, an HCD form that summarizes the other HCD forms and a form that analyzes implementation of the Housing Element are included as **Attachment B**.

Purpose of the General Plan

Etna's General Plan, simply described, is the City's "constitution" for development. It represents the efforts the City has undertaken to consider and address the needs and expectations of its residents relative to development in the City and to enshrine these needs and expectations in a guiding document. This "constitution" is formatted within the legal framework established by the State at the time of adoption and is based on knowledge of existing potentials and limitations concerning the City and its planning area at that time. The General Plan was developed through establishing basic goals, policies, and programs to resolve and/or direct significant community issues. In addition to the City referring to the General Plan when dealing with matters affecting the physical, economic, and social development of the community, the document is also referred to by individuals and businesses contemplating potential development activity in the City. Goals in the General Plan also assist the City in seeking grants and other funding to address local issues and needs.

Status of the General Plan

General plans are policy documents that address seven topics of community importance: land use, housing, circulation, noise, safety, open space, and conservation (some cities must also address environmental justice concerns). Each topic is typically treated to its own element of the general plan though general plans may be "adopted in any format deemed appropriate or convenient by the legislative body, including the combining of elements" (Gov. Code Sec. 65301). Etna's General Plan is comprised of a Land Use Element, Safety Element, Housing Element, Circulation Element, Noise Element, Public Facilities Element, and a combined Open Space & Conservation Element. The City's Housing, Circulation, Noise, and Open Space & Conservation Elements were most recently updated in 2024. Prior to the General Plan update, the General Plan was last updated in 2005 with a more recent Housing Element update occurring in 2016 and a minor amendment to the Safety Element in 2020 to incorporate the 2019 Siskiyou County Local Hazard Mitigation Plan (LHMP) by reference. In each case, recent updates were comprehensive to ensure the City's General Plan meets current state requirements,[1,2] continues to represent the community's vision for itself, and provides the guidance necessary to accomplish this vision. Preparation of the City's Land Use Element and Safety Element updates is presently underway, with their completion delayed to coordinate with development of the Siskiyou County Local Hazard Mitigation Plan (LHMP) update. The draft LHMP was recently completed and submitted for review to the California Office of Emergency Services (Cal OES) and Federal Emergency Management Agency (FEMA). Once tentatively approved by FEMA, it is anticipated the LHMP will be adopted by the City and incorporated into the City's General Plan Safety Element update, as doing so opens the door to additional emergency funding in the event of a disaster.

Consultation with California Native American Tribes

In accordance with Government Code Section 65352.3, the City notified Tribes for the purpose of inviting consultation and avoiding impacts to places, features, and objects described in Public Resources Code Sec. 5097.9 and 5097.993. None of the tribal representatives identified by the Native American Heritage Commission and contacted by the City requested consultation.

Implementation of the General Plan

It is neither the purpose nor intent of this annual progress report to provide an in-depth analysis of every goal, policy, and program contained in the City's General Plan. Nevertheless, it is useful to periodically reflect upon the goals, policies, and programs contained in the General Plan to better assess where the City has been successful in meeting its objectives, where it could possibly do better, and if applicable, where changes to either the General Plan or direction of the City should occur. As such, the following table identifies the various goals, policies, and programs contained in each element of the General Plan and is followed by a summary of City's successes in implementing these measures. (Housing Element policies and programs are detailed separately in **Attachment B**.)

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[1] When the City's 6th Cycle Housing Element update was submitted to HCD for review, it was found to be "in substantial compliance with State Housing Element Law (Gov. Code, § 65580 et seq)."
[2] Updates were prepared consistent with the State's General Plan Guidelines and Technical Advisories.

Table 1
General Plan Goals, Policies, and Programs

Land Use Element (2005)

GOAL LU-1 - Provide for a mix and quantity of land uses to serve the future needs of the community.

Program 1-A: As vacant land in the City becomes limited, encourage the development and annexation of suitable land adjacent to the City in the Sphere of Influence, which can be readily served with water and sewer services.

Program 1-B: Provide for the development of commercial and industrial areas where suitable land exists with good access, and where such uses will have a minimum of conflict with adjacent land uses.

Program 1-C: Maintain flexibility in the Zoning Ordinance by allowing opportunities through the Conditional Use Permit process, for approval of similar uses that are otherwise not permitted.

Program 1-D: Lands within the Sphere of Influence should be zoned upon annexation consistent with those designations noted on the General Plan Land Use Plan.

GOAL LU-2 Protect and enhance the historic qualities of the community.

Program 2-A: Guidelines should be established which will retain historic structures, and guide development of new structures in the area, helping their design to compliment a historic theme. A historic overlay district may be formed to aid in the implementation of the guidelines.

Program 2-B: Historic residential and commercial structures located outside of any designated historic district should also be protected when reviewing projects adjacent to or on the same site as the historic structure, making certain the design is compatible with the historic structure.

Program 2-C: All new development or exterior remodeling in the commercial area of the historic district shall conform to adopted historic standards and guidelines.

GOAL LU-3 - Existing neighborhoods should be protected, and the sense of community enhanced.

Program 3-A: Standards shall be provided in the Zoning Ordinance to provide necessary separation, buffering, landscaping or other provisions as needed to ensure compatibility between land uses.

Program 3-B: Land use designations and zoning districts shall be applied in a manner that is consistent with the prominent existing development, taking care not to encroach upon an established neighborhood with potentially incompatible uses.

Program 3-C: During project reviews, significant trees, drainages or other natural features should be protected to the extent possible. The City may require buffers between: 1) dissimilar land uses, 2) between urban use and open space, sensitive environmental areas, sensitive biological resources, streams and wetlands, or agriculture land. Buffers may include solid barriers, additional setbacks, redesign, or other means to protect the resource.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Safety Element (2005)

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

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

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

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

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

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

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

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

Program 7-C: Prohibit fill or encroachments within the designated Floodplain that would impair its ability to carry and discharge the waters resulting from a 100-year flood, except where the effect on flood heights is fully offset by stream improvements.

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

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

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

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

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

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

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

Public Facilities Element (2005)

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

Program 10-A: The City will develop fees and procedures to maintain a reasonable level of services based on projected demand, and ensure that new development does not place an undue burden upon existing public services.

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

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

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

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

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

Circulation Element (2024)

GOAL C-1: A balanced transportation system that maximizes mobility and choice for city residents.

POLICY C-1.1: The City supports the development of a network of complete streets that reflects the local context and which provides for the mobility of all users, regardless of age or ability.

POLICY C-1.2: The City supports the development and expansion of local and regional public transit systems.

POLICY C-1.3: The City supports transit services, agencies, and organizations that provide paratransit services to individuals with special needs.

POLICY C-1.4: The City supports partnerships, including with the Siskiyou County Local Transportation Commission (SCLTC), California Department of Transportation (Caltrans), and other Siskiyou County communities, to fund active transportation improvements in the City and region.

Program C-1A: Ensure that land use and transportation planning balance the needs and safety of motorists, pedestrians, bicyclists, and transit users.

Program C-1B: Evaluate the need for and feasibility of installing complete street improvements (e.g., sidewalks, bike lanes, crosswalks, public transit stops, etc.) when planning roadway improvements.

Program C-1C: Require new development to contribute its fair share to complete street improvements.

Program C-1D: Consider multi-modal access requirements when making investment decisions about parks, recreation areas, public parking, and other city facilities.

Program C-1E: Ensure that new subdivisions are designed to include features that facilitate walking and bicycling.

Program C-1F: Work with SLCTC and STAGE to better address the public transportation needs of the community.

Program C-1G: Work with transit providers, social service agencies (e.g., PSA 2 Area Agency on Aging), and community organizations (e.g., religious institutions and nonprofits) to offer paratransit services to those with special needs, including on demand rides for the elderly and disabled.

Program C-1H: Continue to coordinate with SCLTC and other communities in the region on development of the Active Transportation Plan and utilize the Active Transportation Plan to better target grant

opportunities to improve the City's active transportation network.

Program C-1I: Partner with the SCLTC, Caltrans, and others to fund active transportation improvements in Etna and the region.

GOAL C-2: A transportation system that is adequate, safe, and efficient for all users.

POLICY C-2.1: The City endeavors to provide adequate, safe, and efficient access to and from all land uses identified in the Land Use Element.

POLICY C-2.2: The City strives to maintain Level of Service (LOS) C or better on city streets and intersections.

POLICY C-2.3: The City supports deviations from the LOS standard when LOS C is unsafe for non-automobile users, is too expensive for the City to maintain, and/or results in increased VMT.

POLICY C-2.4: The City supports long-range plans for improvement of SR 3 through Etna by Caltrans to maintain safety and efficiency of traffic.

POLICY C-2.5: The City requires that new development provide adequate off-street parking to accommodate parking demands generated by the use.

POLICY C-2.6: The City requires that publicly accessible parking areas be designed to provide safe access for pedestrians and bicyclists.

POLICY C-2.7: The City supports the use of shared parking facilities that provide safe and convenient connectivity between adjacent uses.

Program C-2A: Continue to evaluate, improve, and maintain city streets and sidewalks to ensure safe efficient operation.

Program C-2B: Review existing roadways and sidewalks to ensure that they meet general safety standards and are ADA compliant. If it is found that any routes are unsafe or noncompliant, make the necessary improvements to ensure that the routes are improved to appropriate standards.

Program C-2C: Design public rights-of-way, intersections, and parking areas to include accessible safe access for all users.

Program C-2D: Adopt and apply street standards that reflect current and future land uses and traffic volumes and provide flexibility where necessary to maintain public safety and neighborhood character.

Program C-2E: Strive to maintain adequate on-street and off-street parking areas, including electric vehicle charging stations, to meet ongoing parking demands.

Program C-2F: Evaluate the use of in lieu fees to offset the parking impacts of new or expanded commercial, institutional, or industrial land uses as an alternative to requiring that such uses provide the minimum off-street parking spaces required by Code.

Program C-2G: Periodically evaluate parking standards in the Zoning Code for adequacy and consistency with state law and amend as necessary.

Program C-2H: Actively participate in regional transportation planning programs, including programs coordinated by the SCLTC, and use the regional planning process to improve the City's transportation network.

Program C-2I: Coordinate with Caltrans regarding safety issues on SR 3 to ensure sufficient improvements are in place to safeguard the community.

Program C-2J: When a project is proposed that has the potential to impact SR 3 or the intersection of a city street with the highway, coordinate with Caltrans to address and resolve traffic-related issues.

Program C-2K: Minimize the effects of truck traffic on city streets by continuing to maintain and enforce a system of designated truck routes and ensure designated truck routes are designed to accommodate the heavier loads placed on them.

GOAL C-3: A transportation system that contributes to the social, economic, and environmental well-being of the community.

POLICY C-3.1: The City supports the enhancement of the visual appearance of pedestrian and vehicular routes.

POLICY C-3.2: The City recognizes the relationship of local transportation decisions to broader regional issues, such as congestion management and environmental sustainability.

POLICY C-3.3: The City promotes access to public transit, non-vehicular modes of transportation, and greater linkages between land uses and transit to reduce automobile-related emissions.

POLICY C-3.4: The City supports equitable deployment of comprehensive utility infrastructure in the City, including the efficient expansion of broadband infrastructure and the provision of cost-effective high-speed internet service, to foster economic prosperity.

POLICY C-3.5: The City requires that development mitigate adverse impacts of a proposed project on the existing transportation system.

POLICY C-3.6: The City endeavors to provide public services, facilities, and utilities that are efficient, cost effective, and in compliance with state and federal regulations.

Program C-3A: Construct, improve, and maintain the system of curb, gutters, sidewalks, and crosswalks for circulation, safety, and drainage control, giving priority to high traffic areas.

Program C-3B: Evaluate the planting of low maintenance shade trees in landscaped areas adjacent to streets where non-motorized travel is expected, where such improvements can be made without jeopardizing emergency response and future capacity requirements, and where such improvements are feasible and appropriate.

Program C-3C: Establish wayfinding signs to identify routes between the downtown and community destinations, such as public transit and the park.

Program C-3D: As part of the CEQA process, require traffic studies for projects that have the potential to generate substantial increases in VMT or impact traffic patterns.

Program C-3E: Protect natural features and sensitive areas to the maximum extent feasible when maintaining and expanding the City's circulation system.

Program C-3F: Develop a targeted approach to digital inclusion that includes expansion of public Wi-Fi in the downtown area, city hall, and other key areas of community interest.

Program C-3G: When possible, reduce barriers to the equitable deployment of new broadband and telecommunication technologies and infrastructure to attract employers and businesses.

Program C-3H: Work with state agencies and regional partnerships to develop funding for improvements to the City's water, wastewater, and storm drain systems.

Program C-3I: Update the Capital Improvement Plan as needed to sustain and improve the City's infrastructure.

GOAL C-4: A pattern of development and a transportation system that minimize vehicle miles traveled (VMT).

POLICY C-4.1: The City supports the implementation of strategies to reduce the number and length of vehicle trips, including active transportation improvements, mixed-use development, greater access to public transit, and the placement of development in proximity to employment and activity centers.

POLICY C-4.2: The City promotes new development that will reduce household and employment VMT relative to existing conditions.

POLICY C-4.3: The City supports on- and off-street improvements that provide functional alternatives to automobile usage, promote active transportation, and reduce VMT.

Program C-4A: Ensure that Etna's transportation system complements the land use pattern, and that land use decisions complement and make efficient use of the transportation system.

Program C-4B: Continue to develop a pedestrian and bicycle transportation network, using on- and off-street improvements as appropriate, to increase nonvehicular access to local destinations.

Program C-4C: When planning for the extension of public transit, develop and support strategies that strengthen first/last mile connectivity to enhance the viability and utility of the service for all users, such as sidewalks, bicycle parking, and wayfinding signs.

Open Space and Conservation Element (2024)

GOAL OC-1: Welcoming, inclusive, and safe parks, recreation facilities, and activities to serve city residents regardless of age, ability, or income.

Policy OC-1.1: The City supports investment in the maintenance, improvement, and development of parks, recreation facilities, and greenspace to promote active lifestyles, mental health, lifelong learning and development, and environmental health benefits for individual and community wellbeing.

Policy OC-1.2: The City supports investment in parks, trails, and programs, when feasible, to promote

sports, fitness, active transportation, and active lifestyles.

Program OC-1A: Continue to evaluate and apply for grants and other sources of funding as they become available for the maintenance, improvement, and development of parks, recreation facilities, and greenspace.

Program OC-1B: Encourage residents, stakeholders, neighborhood groups, businesses, schools, social organizations, and public agencies to volunteer and partner in the maintenance and development of city-owned parks and recreation facilities.

Program OC-1C: Provide a variety of recreation facilities and activities that meet the diverse needs of the community.

Program OC-1D: Accommodate those with special needs in the City's parks and recreation facilities and programs, including seniors and people with disabilities, and meet the requirements of the Americans with Disabilities Act.

Program OC-1E: Coordinate with the Etna Police Department in the planning for safe and secure parks and recreation areas.

Program OC-1F: When planning park renovations and development, incorporate green infrastructure, shade, and vegetation where appropriate.

Program OC-1G: Design and develop parks, greenspace, and trail corridors to support community respite, wellness, and the mental health benefits found in connections to nature.

Program OC-1H: Support urban agriculture in private development and public spaces, including home gardens, community gardens, and urban farms.

Program OC-1I: When planning new parks, recreation facilities, open space, and greenways, ensure adequate funding is available for the ongoing maintenance and operation of these areas.

GOAL OC-2: A comprehensive system of interconnected open space areas that maximizes the potential for habitat preservation, compatible recreation, and scenic views.

Policy OC-2.1: The City recognizes that open-space land is a limited and valuable resource that should be conserved wherever possible.

Policy OC-2.2: The City, in cooperation with other agencies, organizations, and property owners endeavors to maintain, preserve, and enhance an interconnected system of open space for the community's use, appreciation, and enjoyment and for the preservation and enhancement of natural habitat.

Program OC-2A: Where practical, improve city-owned or managed open space with designated access points, parking, trails, and other amenities.

Program OC-2B: Provide access to public open space areas, excluding those areas determined to be sensitive to human presence, through a network of pedestrian and bicycle trails that can be adequately managed.

Program OC-2C: Integrate, where feasible, active and passive recreational opportunities with the protection of natural areas.

Program OC-2D: Amend the Subdivision Ordinance to require the dedication of land, improvement of parks and open space, and/or the payment of in lieu fees in accordance with the Quimby Act.

Program OC-2E: Maintain a ratio of not less than five acres of park and open space land per 1,000 city residents.

GOAL OC-3: Preservation of cultural, historical, and paleontological resources.

Policy OC-3.1: The City desires to strengthen Etna's identify, safeguard the cultural identity of previously displaced tribes, and preserve the fossil record through protection of the cultural, historical, and paleontological resources in the City.

Policy OC-3.2: The City recognizes that although no paleontological resources or tribal cultural resources, places, features, or objects have been identified in the planning area, projects resulting in ground disturbance have the potential to uncover previously unknown resources.

Program OC-3A: Consult with local Native American Tribes that are traditionally and culturally affiliated with resources that could be affected by city plans or projects, identify areas that may be of tribal cultural significance, and determine appropriate treatment for the areas.

Program OC-3B: When items of historical, cultural, or paleontological significance are discovered, contact a qualified archaeologist or historian to evaluate the find and recommend proper action.

Program OC-3C: Where feasible, incorporate significant archaeological and tribal cultural resource sites into open space areas.

Program OC-3D: Coordinate with the appropriate federal, state, local agencies, and Native American Tribes upon discovery of tribal cultural resources and artifacts.

Program OC-3E Work with affected property owners in the City's historic town center to evaluate the possible creation of a historic district or similar mechanism to protect the historic character and charm of the downtown area.

Program OC-3F: Support interested property owners in the preservation, maintenance, and/or renovation of significant historic resources, consistent with applicable Department of the Interior historic preservation standards.

GOAL OC-4: Protection of special-status species and other biological resources sensitive to human activities and development.

Policy OC-4.1: The City, in cooperation with other agencies, organizations, and property owners endeavors to preserve habitats necessary for the persistence of special-status species.

Policy OC-4.2: The City provides for the protection of special-status species during its review of discretionary projects.

Policy OC-4.3: The City supports the restoration and management of natural habitats to improve the resilience of the community and environment to flood, drought, and wildfire hazards.

Program OC-4A: Work with the Siskiyou County Flood Control District, Siskiyou Resource Conservation District, Scott River Watershed Council, Scott River Water Trust, interested property owners, and other appropriate entities to restore and preserve natural habitats in the planning area and improve the resilience of natural landscapes to hazards like drought, flood, and wildfire.

Program OC-4B: When activities involving modifications within or adjacent to wetland areas are planned or proposed, seek the advice of appropriate federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.

Program OC-4C: Require buffer areas between development projects and significant watercourses, riparian vegetation, and wetlands.

Program OC-4D: Where practical and feasible, co-manage open space and wetlands for flood control.

GOAL OC-5: A sustainable and high-quality water supply.

Policy OC-5.1: The City collaborates with the State, regional water quality control boards, watermasters, water purveyors, and government agencies at all levels to ensure a safe supply of drinking water and a healthy environment.

Policy OC-5.2: The City supports the development, update, and implementation of groundwater and surface water management plans that emphasize sustainable use and/or water quality protection.

Program OC-5A: Work with local, state, and federal agencies, special districts, private landholders, and the Groundwater Sustainability Agency to promote management practices that protect the watershed and the City's municipal water supply.

Program OC-5B: Reduce soil erosion and sedimentation of water bodies to protect water quality by applying "best management practices" for projects in and around surface waters (e.g., storm drainage maintenance).

Program OC-5C: Integrate stormwater management techniques and low impact development best practices to minimize runoff.

Program OC-5D: Work with the Siskiyou Resource Conservation District, landowners, and other appropriate entities to implement flood and erosion control measures, manage watershed health, and promote sustainable agricultural practices that reduce the risk of soil degradation, water contamination, and flooding in the community.

Program OC-5E: Continue to implement the water conservation plan on an as-needed-basis to reduce the impact of drought on the City's water supply.

Program OC-5F: Encourage water conservation efforts by residents, businesses, and industry.

Program OC-5G: Protect riparian areas and wetlands by requiring setbacks from these features during project review.

GOAL OC-6: Industries that support the local and regional economy, minimize adverse impacts to the public and environment, and are compatible with development in the City.

Policy OC-6.1: The City supports the conservation of agricultural operations that are sustainable, economically viable, and compatible with development in the City.

Policy OC-6.2: The City permits small-scale, non-water-intensive agriculture and silviculture where compatible with surrounding uses and the environment.

Policy OC-6.3: The City requires that all mining activity is properly permitted, conducted in accordance with the State Surface Mining and Reclamation Act of 1975 (SMARA), and that mines are effectively reclaimed.

Policy OC-6.4: The City supports state or local property tax incentives that allow property owners to preserve their land as open space.

Program OC-6A: Protect productive timberland and agricultural lands through buffers from sensitive uses as a means to prolong the economic use of this open space.

Program OC-6B: Amend the Zoning Code to provide additional opportunities for urban agriculture and to support limited ancillary retail sales of agricultural products produced in the City.

Program OC-6C: Ensure that non-exempt mineral extraction activities area comply with SMARA, including requirements for financial assurances and reclamation plans.

GOAL OC-7: Etna's rural small town atmosphere conserved and enhanced.

Policy OC-7.1: The City supports efforts to improve the appearance of properties in the planning area.

Policy OC-7.2: The City endeavors to safeguard the community from the effects of urban blight.

Program OC-7A: Continue to utilize code enforcement as a means to eliminate property deterioration, and the accumulation of trash and junk that negatively impacts adjacent properties and the appearance of the community.

Program OC-7B: Work with property owners to improve the scenic quality along State Highway 3 as it proceeds through the community.

Program OC-7C: Amend the Zoning Code to include landscaping requirements for parking lots to reduce the visual impact of large paved areas.

Program OC-7D: Update the sign regulations to ensure outdoor advertising remains at a scale appropriate for the size of the community, and where feasible, complements the City's historic downtown area.

Program OC-7E: Amend the Subdivision Ordinance to require that developers include street trees in frontage improvements and protect significant trees, creeks, and wetlands.

GOAL OC-8: Increased energy efficiency, where possible, to reduce costs and environmental impacts.

Policy OC-8.1: The City supports increased energy efficiency and the use and deployment of sustainable energy sources.

Program OC-8A: Continue to identify energy efficiency improvements that can be implemented by the City to reduce energy demand and cost, and seek grant funding for implementation of the improvements, if necessary.

Program OC-8B: Cooperate with federal, state and local governments and other appropriate entities to accomplish energy conservation objectives throughout the State, and inform city employees, contractors, staff, and the general public of the need for and methods of energy conservation.

Noise Element (2024)

Goal 1: To protect the existing and future citizens of Etna from the harmful effects of exposure to excessive noise.

Goal 2: To protect existing noise-sensitive land uses from encroachment by new uses that would generate noise levels which are incompatible with those uses, and to discourage new noise-sensitive land uses from being developed near sources of high noise levels.

Goal 3: To recognize that noise is an inherent by-product of many land uses and to protect the economic base of Etna by preventing the

encroachment of noise-sensitive land uses into areas affected by existing noise-producing uses.

Goal 4: To provide sufficient information regarding the community noise environment so that existing and potential future noise impacts may be effectively addressed in the land use planning and project review processes.

Goal 5: To develop strategies for abating excessive noise exposure through appropriate mitigation measures in combination with appropriate zoning to avoid incompatible land uses.

Policy 1: The noise level standards for noise-sensitive areas of new uses affected by traffic noise sources in Etna are shown by Table 4.

Policy 2: Where the noise level standards of Table 4 are predicted to be exceeded at new uses proposed within Etna which are affected by traffic noise, appropriate noise mitigation measures shall be included in the project design to reduce projected noise levels to a state of compliance with the Table 4 standards at the noise-sensitive areas of the proposed uses.

Policy 3: The City shall encourage local law-enforcement agencies to enforce the vehicle noise level limits specified within the California Motor Vehicle Code.

Policy 4: The interior and exterior noise level standards for noise-sensitive areas of new uses affected by existing fixed noise sources in Etna are shown by Table 5. Where the noise level standards of Table 5 are predicted to be exceeded at a proposed noise-sensitive areas due to existing fixed noise sources, appropriate noise mitigation measures shall be included in the project design to reduce projected noise levels to a state of compliance with the Table 5 standards within the identified noise-sensitive areas of the proposed new development.

Policy 5: Where a project would result in the introduction of new fixed noise sources where such sources do not currently exist, the noise generation of those sources shall be mitigated so as not exceed the interior and exterior noise level standards of Table 5 at existing noise-sensitive areas in the project vicinity

Policy 6: If a noise-generating use is proposed adjacent to vacant lands currently zoned for uses which may be developed with exterior noise sensitivity, the noise generating use shall be responsible for mitigating its noise generation to a state of compliance with the Table 5 standards using reasonable assumptions pertaining to both the likely sensitivity of the receiving land use and the noise generation of the project. At such time as that noise-sensitivity is introduced on the nearby vacant parcel(s), the proposed noise-generating use will be responsible for complying with the City's Noise Ordinance standards.

Policy 7: Due to variations in types of both noise-generating and noise-sensitive land uses, as well as variations in ambient conditions in the City, the City shall have the ability to set noise standards which are up to 5 dB higher or lower than the Table 5 standards if determined appropriate by the City Council and/or City Planning department staff.

Policy 8: For capacity enhancing roadway projects, the construction of new roadways, or projects which will substantially increase traffic on the local roadway network, a noise analysis shall be prepared. If pre-project traffic noise levels already exceed the noise standards of Table 4 and the increase is significant as defined below, noise mitigation measures should be considered to reduce traffic noise levels to a state of compliance with the Table 4 standards. A significant increase is defined as follows:

Pre-Project Noise (DNL)	Significant Increase (dB)
Less than 60 dB	5+ dB
60 - 65 dB	3+ dB
Greater than 65 dB	1.5+ dB

Policy 9: If noise-reducing pavement is to be utilized in conjunction with a roadway improvement project, or if such paving exists adjacent to a proposed new noise-sensitive land use, the acoustical benefits of such pavement shall be included in the noise analysis prepared for the project.

Policy 10: All noise analyses prepared to determine compliance with the noise level standards contained within this Noise Element shall:

A. Be the responsibility of the applicant.

B. Be prepared by qualified persons experienced in the fields of environmental noise assessment and architectural acoustics.

C. Include representative noise level measurements with sufficient sampling periods and locations to adequately describe local conditions.

D. Estimate projected future (20 year) noise levels in terms of the Standards of Tables 4 and 5, and

compare those levels to the adopted policies of the Noise Element.

E. Recommend appropriate mitigation to achieve compliance with the adopted policies and standards of the Noise Element.

F. Estimate interior and exterior noise exposure after the prescribed mitigation measures have been implemented.

Policy 11: Noise analyses prepared for multi-family residential projects, townhomes, mixed-use, condominiums, or other residential projects where floor ceiling assemblies or party-walls shall be common to different owners/occupants, shall be consistent with the State of California Noise Insulation standards

Policy 12: The City's General Plan Noise Element standards contained herein are applicable to proposed new uses. For resolving conflicts between existing uses, the City's Noise Ordinance shall be applicable..

Policy 13: Where exterior noise mitigation is required to achieve satisfaction with the noise standards of either Tables 4 or 5, the following priorities for mitigation shall be observed where feasible:

A. Use of setbacks or open space buffers.

B. Incorporate site planning to orient and/or shield sensitive exterior areas from view of the noise source in question.

C. If the noise source is fixed, utilize quieter equipment or implement noise control treatments at the source.

D. Solid walls should be considered a last resort for the mitigation of exterior noise levels and, if feasible, should be placed on earth berms to lessen their apparent height.

Policy 14: To provide a comprehensive approach to noise control, the City shall:

A. Develop and employ procedures to ensure that noise mitigation measures required pursuant to an acoustical analysis are implemented in the project review process and, as may be determined necessary, through the building permit process.

B. Develop and employ procedures to monitor compliance with the standards of the Noise Element after completion of projects where noise mitigation measures were required.

C. The Noise Ordinance shall be amended to provide that noise standards contained therein will be consistent with the noise standards of this Noise Element.

Policy 15: To reduce impacts from groundborne vibration, all proposals for new uses which would include vibration-generating activities, or for new sensitive uses proposed in proximity to existing sources of vibration shall comply with the vibration standards established by the Federal Transit Administration Transit Noise and Vibration Impact Assessment guidelines (FTA-VA-90-1003-06).

Policy 16: All projects that propose to use heavy construction equipment that has the potential to create vibrations that could cause structural damage to sensitive structures within 100 feet shall be required to submit a pre-construction vibration study prior to the approval of a building permit. Projects shall be required to incorporate specified measures and monitoring identified to reduce impacts. Pile driving or blasting are illustrative of the type of equipment that could be subject to this policy.

Policy 17: The following sources of noise shall be exempt from the provisions of this Noise Element:

A. Emergency warning devices and equipment operated in conjunction with emergency situations, such as sirens and emergency generators which are activated during power outages. The routine testing of such warning devices and equipment, including generators, is also exempt provided such testing occurs during daytime hours.

B. All activities occurring at public schools and public school playgrounds and sporting fields, as such activities are not regulated at the local level.

C. Activities at private schools, parks or playgrounds, provided such activities occur during daytime hours (7 am – 10 pm).

D. Activities associated with temporary events for which a permit has been obtained from the City (i.e. parades, fireworks displays, etc.)

E. Construction and demolition activities located within 1,000 feet of noise-sensitive land uses provided they occur during normal daytime hours, excluding Sundays and Federal Holidays, subject to the conditions imposed by City permit. For construction activities, daytime hours are defined as 7 am to 7 pm. Construction activities occurring between the hours of 7 pm and 7 am must comply with the interior noise level standards identified in Table 2 unless an exception has been granted by the City Planning Department.

F. Construction and demolition activities located beyond 1,000 feet of noise-sensitive land uses, subject to the conditions imposed by City permit. For construction activities, daytime hours are defined as 7 am to 7 pm.

G. In the event of an emergency involving agricultural activities which requires prompt action to protect crops or equipment, the City can exempt noise generated by such action from the provisions of this Element.

It has been one year since adoption of the most recent Housing Element and three months since adoption of the Circulation, Noise, and Open Space & Conservation Elements. In that time the City has begun to implement a variety of programs within them. Progress toward implementation of the City's 2005 Land Use Element and Safety Element is similarly ongoing. Implementation is in part a result of specific actions taken by the City Council, such as pursuing grant funding for a backup water source, and because certain policies and programs are implemented through the daily operations of the City and/or on an as-needed basis. Nevertheless, there is still much do, and progress toward implementation of the General Plan has just begun. With regard to present efforts to implement the General Plan, the City is in the process of developing a draft Zoning Code update that, when adopted, will implement several programs in the City's state-certified 6th Cycle Housing Element. The project, which is to be completed and funds expended prior to June 30, 2025, is currently underway along with preparation of the City's Land Use Element and Safety Element updates.

Regional Housing Needs Summary

Pursuant to Government Code Section 65584, HCD developed a Regional Housing Needs Plan (RHNP) for Siskiyou County. At the time the RHNP was developed, HCD identified a need to accommodate two new residential units in the City of Etna over an eight-year planning period (February 15, 2023 to February 15, 2031). One unit is to be affordable to Extremely Low Income households and the other unit affordable to Low Income households. As shown in **Table 2** below, the City established as additional goals one unit affordable to Very Low Income households, the rehabilitation of three units, and the conservation of four units.[3,4]

Table 2
Summary of the City's Regional Housing Needs & Goals: 2023-2031

Economic Group	New Construction	Rehabilitation	Conservation
Extremely Low Income	1	1	1
Very Low Income	1	1	1
Low Income	1	1	1
Moderate Income	0	0	1
Above Moderate Income	0	0	0
TOTAL:	**3**	**3**	**4**

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

While the City has little control over the physical construction of dwelling units to satisfy the City's share of regional housing needs, the City must ensure that it has sufficient properly zoned land to accommodate its share of housing needs should development be proposed. If the City did not have sufficient vacant

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[3] Conservation means weatherization, code enforcement, energy conservation, mobile home park preservation activities.

[4] Rehabilitation means substandard housing that needs major rehabilitation repair to make the unit safe, decent, and sanitary for human habitation, including replacement.

land to accommodate its share of regional housing needs at the time the Housing Element was most recently updated, the City would likely have been required to adopt a program to rezone sufficient land to meet the projected shortfall in order to have a state-certified housing element. The City, having adequate vacant land to meet its regional housing needs, was not required to adopt such a program and, therefore, no parcels must be rezoned to accommodate regional housing needs.

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

Table 3
2024 State Income Limits and Home Affordability for the Various Economic Groups

Economic Group	Maximum Annual Income [1,2]	Maximum Monthly Housing Affordability [3,4]	Maximum Affordable Purchase Price [5]
Extremely Low Income	$31,200	$234	$42,000
Very Low Income	$43,950	$549	$90,250
Low Income	$70,300	$1,230	$138,425
Moderate Income	$105,500	$3,384	$278,800

[1] Median Income = $87,900 per HCD
Extremely Low Income = 30% of Median Income
Very Low Income = 50% of Median Income
Low Income = 80% of Median Income
Moderate Income = 120% of Median Income

[2] Adjusted per HUD's FY 2024 income limits briefing materials

[3] Extremely Low Income = $31,200 X 0.30 X 0.30/12
Very Low Income = $43,950 X 0.3 X 0.50/12
Low Income = $70,300 X 0.3 X 0.7/12
Moderate Income = $105,500 X 0.35 X 1.1/12

[4] The formulas used to ascertain the maximum monthly housing affordability were determined using the criteria outlined in Sections 50052.5 and 50053 of the California Health and Safety Code.

[5] The maximum affordable purchase price was determined using the affordability calculator published by the Department of Housing and Community Development, which assumes that buyers could qualify for a 30-year, 7.79 percent fixed-rate Federal Housing Administration mortgage with a 3.5% down payment in 2024.

During the current planning period (i.e., since February 15, 2023), there have been no housing units demolished, no applications for new dwelling units received, approved, or disapproved, and no units that have been issued a completed entitlement, building permit, or a certificate of occupancy. In addition, no dwelling units have been conserved through the City's housing rehabilitation program since the start of the planning period. The City anticipates making better progress toward its housing goals by taking a more proactive approach for the remainder of the planning period.

Local Early Action Planning (LEAP) Grant

The City of Etna utilized its $65,000 LEAP grant to update the Noise Element, Circulation Element, and Open Space & Conservation Element. At the completion of the project in December 2024, there was an unexpended LEAP grant balance of $26,008.75. The City has not yet experienced an increase in housing development as a result; however, a legally compliant general plan establishes the necessary framework for development to occur.

Affordable Housing and High Road Jobs Act of 2022

No residential development application has been submitted pursuant to the Affordable Housing and High Road Jobs Act of 2022.

Historic Resources

No resources in Etna were listed on the National Register of Historic Places, the California Register of Historic Resources, or a local register of historic places by the City in the past year.

Conclusion

The City of Etna implements the General Plan in the regular administration of city business, on a project-by-project basis, and in the decisions of the City Council. The Housing Element, Circulation Element, Noise Element, and Open Space & Conservation Element were all recently updated in 2024 using a combination of SB 2 and LEAP planning grants to ensure the General Plan meets current State requirements, continues to represent the community's vision for itself, and provides the guidance necessary to accomplish this vision. The Land Use and Safety Elements are presently being updated and will be presented for the Council's consideration shortly. Details regarding the City's progress toward implementing the Housing Element are included on HCD-issued forms included as **Attachment B**.

ATTACHMENT A

DRAFT RESOLUTION 2025-004

RESOLUTION 2025-004
A RESOLUTION OF THE CITY OF ETNA CITY COUNCIL ACCEPTING THE 2024 GENERAL PLAN ANNUAL PROGRESS REPORT AND APPROVING THE TRANSMITTAL OF THE REPORT TO THE GOVERNOR'S OFFICE OF LAND USE AND CLIMATE INITIATIVE AND THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

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

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

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

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

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

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

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

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the number of applications submitted pursuant to Government Code Section 65913.4(a), the location and the total number of developments approved pursuant to Government Code Section 65913.4(b), the total number of building permits issued pursuant to Government Code Section 65913.4(b), and the total number

of units including both rental housing and for-sale housing by area median income category constructed using the process provided for in Government Code Section 65913.4(b); and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the status of the projects in the jurisdiction's LEAP application and the corresponding impact on housing within the jurisdiction categorized based on the eligible uses specified in Health and Safety Code Section 50515.02 or 50515.03; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies progress amending the general plan or open-space element in compliance with its obligations to consult with California Native American tribes, and to identify and protect, preserve, and mitigate impacts to places, features, and objects described in Public Resources Code Sections 5097.9 and 5097.993; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the number of density bonus applications received and approved in accordance with Government Code Section 65915; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies the location, status, total number of units, number of rental units, number of units for sale, and the affordability of units by income group for each residential development application submitted pursuant to the Affordable Housing and High Road Jobs Act of 2022; and

WHEREAS, California Government Code Section 65400 further requires that all cities and counties annually report to their decision-making bodies a list of all historic resources listed on the National Register of Historic Places, the California Register of Historic Resources, or a local register of historic places by the City in the past year, and the status of any housing projects proposed for the new historic designations, including whether the project was entitled, whether a building permit was issued, and the number of units in the development; and

WHEREAS, the City Council of the City of Etna has received and reviewed such a report for 2024 that was prepared by city staff and presented to the City Council on March 24, 2025; and

WHEREAS, the report must be accepted by the City Council prior to submission to the Governor's Office of Land Use and Climate Initiative and the California Department of Housing and Community Development on or before April 1 of each year.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby accepts the 2024 General Plan Annual Progress Report and approves the transmittal of the report to the Governor's Office of Land Use and Climate Initiative and the California Department of Housing and Community Development.

IT IS HEREBY CERTIFIED that the foregoing Resolution 2025-004 was duly adopted on a motion by _____ and seconded by_____ at a regular meeting of the City of Etna City Council held on the 24th day of March 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF ETNA CITY COUNCIL

_____

Cliff Munson, Mayor

WITNESS, my hand and seal this 24th day of March 2025

_____

Pamela Eastlick, City Clerk

ATTACHMENT B

HCD HOUSING ELEMENT FORMS

Jurisdiction	Etna	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	02/15/2023 - 02/15/2031

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		**0**

Note: Units serving extremely low-income households are included in the very low-income

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	0	0	0
2 to 4 units per structure	0	0	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	0	0	0
Mobile/Manufactured Home	0	0	0
Total	**0**	**0**	**0**

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	0	0
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	0
Number of Proposed Units in All Applications Received:	0
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total

Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	0	0
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	30
Sites Rezoned to Accommodate the RHNA	0

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Etna	
Reporting Year	2024	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	**Objective**	**Timeframe in H.E**	**Status of Program Implementation**
Program HE.1.3.1 Provide Adequate Sites and No Net Loss Compliance	To ensure the City has an adequate inventory of vacant land to accommodate its regional housing need allocation (RHNA).	Ensure an adequate inventory of vacant land on a project-by-project basis.	No projects have been proposed on designated inventory sites. As they are, the proposed developments will be evaluated and written findings made accordingly.
Program HE.1.3.2 Monitor Availability of Sites	To ensure an adequate supply of vacant land to accommodate the RHNA and a variety of housing types for all income levels.	Update and review the inventory of vacant residential land as part of General Plan Annual Progress Report.	With no units developed during the current planning period, there has been no change to the City's inventory of vacant land since adoption of the Housing Element. The City remains capable of accommodating its share of regional housing needs for the 2023-2031 planning period. The City continues to monitor the need for multifamily housing. While additional multifamily housing would address some of the community's housing needs, the City has not had a housing development proposed since prior to the subprime mortgage crisis. Nevertheless, to encourage and facilitate the development of multifamily housing, the City will be eliminating the use permit requirement for multifamily housing in the R-3 consistent with Program HE.2.2.1.
Program HE.1.3.3 Procedures for Water and Sewer Connections	To grant priority water and sewer service to proposed developments that include affordable housing consistent with state law as well as adopt policies and procedures for same.	Deliver Housing Element to all public agencies that provide sewer and water in the City within 30 days of Housing Element update. Grant priority service throughout planning period. Establish policies and procedures within one year of Housing Element update.	The City is the sole provider of sewer and water service inside city limits. Because there is so little development activity in Etna, all projects receive "priority" service. Nevertheless, once the City's General Plan update and Zoning Code update are complete, the City will be developing specific procedures to grant priority sewer and water service to those residential developments that include units affordable to lower-income households in accordance with Government Code Sec. 65589.7.
Program HE.1.3.4 Monitor Public Infrastructure and Development in Sphere of Inflence	To maintain adequate sewer and water services, plan for the expansion of these service, and ensure proposed development in the Sphere of Influence is consistent with the City's General Plan and long-term goals.	Maintain adequate sewer and water service and coordinate with County re: development in sphere of influence throughout planning period.	The City continues to maintain adequate sewer and water services, plan for the expansion of these services, and to coordinate with the County on proposed development in the City's sphere of influence. In 2024, the City began construction of Etna's backup water supply. There have been no developments or subdivisions proposed in the City's sphere of influence during the current planning period.

Program HE.2.1.1 Promote the City's Housing Programs to Residents	To improve community awareness and support for the City's housing programs and encourage development of J/ADUs.	Update City website within one year of Housing Element update. Participate in industry events, workshops, or similar public events/activities beginning in 2025.	In early 2023, the City launched its new website to enhance community access to public information and resources. Although the new site is live and some information in HE.2.1.1 included, much of the content is still being populated and organized. Information on ADUs must still be created and when complete will be linked to the County's recently developed pre-approved building plans. No proactive outreach has yet occurred.
Program HE.2.2.1 Multifamily Development in R-3 Zone	To allow multifamily housing as a use permitted by-right in the R-3 district.	Initiate Zoning Code update within one year of Housing Element update and adopt amendment within two years.	The City has not yet removed the conditional use permit requirement for multifamily housing. A planning grant was awarded with which to do so, however, concern was expressed about water supply availability to accommodate new multifamily housing during extended drought conditions. To address this and ensure the program can be implemented safely, the City and HCD amended the planning grant to first prepare a water system engineering analysis. The analysis was completed and indicated the City has sufficient capacity and pressure to support multifamily housing development on parcels zoned R-3. With the concern resolved, this program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.2.2.2 Monitor Existing Fees and Possible Fee Reductions for Affordable Housing	To ensure city fees are not a constraint to the development of affordable housing.	Review fees beginning in 2025, biennially thereafter, and prior to adoption of new ordinances and resolutions for residential development standards and fees.	Program HE.2.2.2 has not yet been implemented.
Program HE.2.2.3 Update Conditional Use Permit Findings	To remove ambiguous and potentially discriminatory language.	Initiate Zoning Code update to strike the word "morals" from the use permit findings within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.2.2.4 Small Lot Consolidation	To facilitate the development of multifamily housing.	Adopt policy within one year of Housing Element update.	Program HE.2.2.4 will be implemented at the same time as Program HE.1.3.3 (i.e., once the City's General Plan update and Zoning Code update are complete).
Program HE.2.3.1 Establish and Promote Local Density Bonus Procedures	To comply with Government Code Section 65915 et seq. To inform developers of the availability of density bonuses. To adopt implementing procedures consistent with State Density Bonus Law.	Comply with Gov. Code Sec. 65915 et seq. as projects are proposed. Initiate Zoning Code update within one year of Housing Element update and adopt amendment within two years. Report to the City Council any amendments to Gov. Code Sec. 65915 as part of the City's annual housing element progress report.	The City's density bonus ordinance was adopted in 2015. Since that time, State Density Bonus Law (i.e., Gov. Code Sec. 65915 et seq.) has been amended numerous times, most recently effective January 1, 2025. This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.2.3.2 Reduce Parking Requirements for One-Bedroom Units in Multifamily Developments	To ensure the City's parking requirements are consistent with state law.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.

Program HE.2.3.3 ADU Ordinance Update	To ensure the City's regulations for J/ADUs are consistent with state law.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.3.1.1 Use CDBG Housing Funds for Housing Conservation and Prioritize Funding for Residents with Special Needs	To encourage the construction of new housing and/or rehabilitation of existing housing for residents with special needs; to assist homeowners with low interest loans and/or grants.	Prioritize special needs housing for the duration of the planning period. Continue to apply for CDBG funds as funding becomes	No units have been constructed or rehabilitated for special needs residents during the current planning period. The City continues to evaluate use of CDBG funding with the assistance of Great Northern Services (GNS) and to work with GNS to improve habitability and weatherization of the existing housing stock.
Program HE.3.1.2 Promote and Encourage Housing Conservation	To promote the use of energy conservation measures in all housing; to support third-party and non-profit organizations that offer zero- and low-cost rehabilitation or weatherization programs; to promote homeowner maintenance and improvement of self-help skills; to improve housing units that are substandard; and to affirmatively market the City's housing programs.	Provide free guidance and technical assistance to homeowners and contact third-party and non-profit organizations no less than annually. Perform proactive code enforcement transactionally throughout the planning period. Affirmatively market the City's housing programs throughout the planning	Program HE.3.1.2 has yet to be implemented during the current planning period.
Program HE.3.2.1 Establish a Replacement Housing Policy	To ensure continued availability of housing for low- and very low-income housing.	Implement replacement housing requirement immediately and apply requirement as applications on designated Inventory Sites are received and processed. Adopt local policy by December 31, 2024.	Program HE.3.2.1 will be implemented at the same time as Programs HE.1.3.3 and HE.2.2.4 (i.e., once the City's General Plan update and Zoning Code update are complete).
Program HE.4.2.1 Supportive Housing Developments, Low Barrier Navigation Centers, and Single Room Occupancy Housing	To ensure City regulations for supportive housing and low barrier navigation centers are consistent with state law.	Initiate Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.4.2.2 Emergency Shelters	To ensure City regulations for emergency shelters are consistent with state law.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.4.2.3 Employee Housing, Including Farmworker Housing	To allow employee housing including farmworker housing consistent with Health and Safety Code Sections 17021.5, 17021.6, and 17021.8.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years. Apply for funding annually as NOFAs are released.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.

Program HE.4.2.4 Amend the Definition of Family	To not discriminate against non-traditional households or housing arrangements.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.4.2.5 Group Homes	To allow group homes in the same manner as other residential development in the same zone.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.4.2.6 Reasonable Accommodation Ordinance Updates	To amend the reasonable accommodation procedures consistent with federal and state law and grant individuals and housing providers with disabilities reasonable accommodation in rules, policies, practices, and procedures that may be necessary to ensure equal access to housing.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.4.2.7 Senior Care Facilities	To amend the reasonable accommodation procedures consistent with federal and state law and grant individuals and housing providers with disabilities reasonable accommodation in rules, policies, practices, and procedures that may be necessary to ensure equal access to housing.	Initiate Zoning Code amendment within one year of Housing Element update and adopt amendment within two years.	This program is being implemented via a Zoning Code update that will be presented for the City Council's consideration later this spring.
Program HE.4.3.1 Inter-Jurisdiction Coordination and Planning to Address Homelessness	To provide services, shelter, and housing for those experiencing homelessness in the City.	Coordinate at least annually. Apply for funding every other year.	While much of Program HE.4.3.1 has yet to be implemented, the City of Etna and other cities in Siskiyou County allocated their PLHA funding to the County for development of a homeless shelter in Yreka in 2022.
Program HE.5.1.1 Support the Development of Housing for Extremely Low Income Households and Remove Barriers	To support the development of housing affordable to low, very low, and extremely low-income households.	Apply for funding annually. Perform outreach at least biennially. Encourage and support plans as residential project applications are considered.	With no units proposed during the current planning period, the City has not yet had an opportunity to support plans for affordable housing. The City continues to work with GNS, SCLTC, and others to review and pursue potential state and federal funding.
Program HE.5.1.2 Monitor State and Federal Funding for Housing	To support the development of housing affordable to lower income households.	Continue to apply for funds as funding becomes available.	Program HE.5.1.2 has not yet been implemented.
Program HE.5.1.3 Promote the City's Housing Programs to Affordable Housing Developers	To improve awareness and support for the City's workforce and affordable housing programs.	Perform outreach within two years of Housing Element update, and at least biennially. Participate in an industry event, workshop, or similar public event/activity at least once a year beginning in 2025.	Program HE.5.1.3 has not yet been implemented.

Program HE.6.1.1 Promote Energy Efficiency and Conservation via Weatherization	To facilitate and promote the use of energy conservation measures in all housing.	Apply for funds to assist residents with energy conservation retrofits and weatherization resources no later than December 2025.	Information regarding the housing rehabilitation program is made available at City Hall and is periodically included in mailings to residents, however, there have been no homes assisted during the current planning period
Program HE.6.1.2 Title 24 for Energy Efficiency and Conservation	To enhance energy conservation and sustainability.	Continue to enforce State requirements as part of the building permit application and review process.	The City contracts with the County of Siskiyou Building Department for plan review, permitting, and building inspection services. Program HE.6.1.2 is implemented on an on-going basis as part of the building permit application and review process.
Program HE.7.1.1 Disseminate Fair Housing Information and Respond to Fair Housing Complaints	To 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.	Support designated regulatory agencies, refer all complaints, and provide information concerning discrimination compliant procedures at all times. Provide biennial training, with the first training by Dec. 31, 2024.	Notices are posted at City Hall, the Police Department, and library. There have been no instances of housing discrimination reported to the City during the current planning period. The first training has not yet been scheduled.
Program HE.7.1.2 Implementation of the AFFH Action Plan	To affirmatively further fair housing and address significant disparities in housing needs and access to opportunity, replace segregated living patterns with truly integrated and balanced living patterns, transform areas of concentrated poverty into areas of opportunity, and foster and maintain compliance with civil rights and fair-housing laws for all persons in accordance with state and federal law.	At all times for the duration of the planning period. Review progress towards achieving the desired outcomes of the AFFH Action Plan as part of the housing element annual progress report. Make adjustments as needed to increase goal obtainment. Conduct first AFFH progress review in 2025.	Several of the specific actions from the AFFH Action Plan were also adopted as individual programs, are listed above, and are in the process of being implemented. Progress toward their implementation is detailed above.

Jurisdiction	Etna	
Reporting Period	2024	(Jan. 1 - Dec. 31)

NOTE: This table must contain an invenory of ALL surplus/excess lands the reporting jurisdiction owns

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Siskiyou County jurisdictions, please format the APN's as follows:999-999-999-999

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						
056-032-220-000	Charles Street	Vacant		Exempt Surplus Land	3.099	10,000-square-foot minimum lot size

Jurisdiction	Etna	
Reporting Year	2024	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$65,000.00	*Total award amount is auto-populated based on amounts entered in rows 15-26.*

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Task 1 - General Plan Update	$65,000.00	$38,991.25	Completed	None	
Subtask 1A - Circulation Element			Completed	None	
Subtask 1B - Noise Element			Completed	None	
Subtask 1C - Open Space & Conservation			Completed	None	
Subtask 1D - CEQA			Completed	None	
Subtask 1E - Public Outreach			Completed	None	

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

Certificate of Occupancy Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

RESOLUTION NO. 2025-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ETNA APPROVING SALE OF SURPLUS VEHICLES TO COLLEGE OF THE SISKIYOUS

WHEREAS, the City Council of the City of Etna had identified surplus property with Resolution 2024-016 two 2008 Dodge Chargers; and

WHEREAS, the City Council has the power under Section 37350 of the Government Code to dispose of property for the common benefit; and

WHEREAS the College of the Siskiyous would like to purchase said vehicles for use in their Police Academy Courses for the price of $2500 per vehicle;

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Etna agrees to sell said property to the College of the Siskiyous in the amount of $2500 per vehicle identified below;

a. Dodge Charger Police Hemi – 2008 Black 4D Sedan
    i. VIN # 2B3KA43H78H157385 2008 Dodge Charger
b. Dodge Charger Police Hemi – 2008 Black 4D Sedan
    i. VIN # 2B3KA43H38H157383 2008 Dodge Charger

BE IT FURTHER RESOLVED That the City Clerk of the City of Etna is hereby authorized to process the transfer of ownership of said vehicles to the College of the Siskiyous and place the net proceeds of the sale in the Fund 60-Police Equipment Reserve Fund to be used to purchase future Police Department Equipment.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly introduced and adopted by the City Council of the City of Etna at a Regular Meeting held on the 24th day of March by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: CITY OF ETNA

Pamela Eastlick, City Clerk

Cliff Munson, Mayor

City of Etna

Agenda Request

Date of Meeting: 3/24/25

Spokesperson(s): City Council & First 5 Siskiyou

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

Subject/Request: The Siskiyou Child Abuse Proclamation

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

Approve the Siskiyou Child Abuse Prevention Council Collaborative 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

CHILD ABUSE PREVENTION COUNCIL OF SISKIYOU COUNTY

SDVCC

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

April 2025

The Siskiyou Child Abuse Prevention Council Collaborative Proclamation

Whereas, *to become healthy adults, all children deserve to live in safe, stable and nurturing homes and communities;*

Whereas, *children are vital to Siskiyou County's prosperity and future success;*

Whereas, *the people of Siskiyou County believe in the celebration of life, inclusion, and hope through our children, and deplore and condemn acts of violence committed upon the children of our communities;*

Whereas, *the lives of children--who have been hurt or lost to child abuse--are honored by studying their stories in order to prevent future abuse and protect the innocence, health and lives of all our county's children;*

Whereas, *child abuse, rape, sexual assault and sexual harassment impact our society;*

Whereas, *child abuse, neglect and sexual assault prevention is a community responsibility affecting both the current and future generations;*

Whereas, *research has shown the enormous impact that positive parenting practices have on a child's social, emotional, and intellectual development and future success;*

Whereas, *communities that understand the importance of prevention and support for the well-being of citizens, thrive and prosper;*

Whereas, *effective child abuse and sexual assault prevention succeed because of partnerships among citizens and all sectors of the county;*

Whereas, *April is the month to focus public attention on the needs of all children, and prevention of sexual assault;*

Whereas, *with leadership, dedication, and encouragement, there is evidence that we can be successful in preventing child abuse and sexual violence in Siskiyou County;*

Therefore, *we hereby proclaim April as Child Abuse Prevention and Sexual Assault Awareness Month as well as April 5th–11h, 2025 as Week of the Young Child. We call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in efforts to support families, thereby preventing child abuse and strengthening families in the communities in which we live.*

_____ _____

Cliff Munson, Mayor, City of Etna *Date*

City of Etna

Agenda Request

Date of Meeting: March 24, 2025

Spokesperson(s): Jamie Essex

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

Subject/Request: Discuss community cat spay/neuter event

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

Essex veterinary would like to discuss having another spay/neuter event. Items for discussion are: date/time, location(s), funding and logistics.

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

Please describe:

Council to decide if funding is available for the program and what they want to contribute.

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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P: 530-467-5256 • F: 530-467-3217

City of Etna

Agenda Request

Date of Meeting: 3/24/25

Spokesperson(s): Kory Hayden

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

Subject/Request: 77th Annual May Rodeo Parade

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

The May Rodeo is scheduled for Sunday May 4th, 2025. We are requesting approval to have the parade on Main Street at 10:30 am.

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

City of Etna

Agenda Request

Date of Meeting: 3/24/25

Spokesperson(s): City Council & Staff

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

Subject/Request: Audit Update

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

Discuss update on the 2021 audit.

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.

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P: 530-467-5256 • F: 530-467-3217

City of Etna

Agenda Request

Date of Meeting: 3/24/25

Spokesperson(s): City Council & Staff

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

Subject/Request: CDBG Income Survey

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

The City of Etna used to qualify as a Low-Moderate Income Area until recent income data collected. This allowed the city to qualify for all state CDBG grants.

2006-2010 Etna had a 59.23% Low-Moderate Income Data (LMISD), 2011-2015 it was 68.57% LMISD, and 2016-2020 data (current) put Etna at 39.20 %. If a jurisdiction has an LMISD of less than 51%, it cannot apply for CDBG Area-Benefit Activities.

Discuss and approve an HCD Income survey demonstrating that the jurisdiction is at or above 51% LMA (Low-Moderate Area).

Will there be a financial impact to the City? ■ Yes ☐ No If Yes, $30,000

Please describe:

It will cost the City approximately $30,000 General Fund money.

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

GREAT NORTHERN
services

310 Boles Street
Weed, CA 96094
(530) 938-4115
Fax (530) 938-1040
www.gnservices.org

MEMO

To: Etna City Council

From: Brandy Caporaso, Community Development Manager

Date: 3/24/2025

Re: CDBG Income Survey

Until the 2016-2020 Low-Moderate Income Data (LMISD) conducted by American Community Survey Data (ACS Data), the City of Etna qualified as a Low-Moderate Area (LMA) under LMISD and therefore qualified for all state CDBG grants including the ones listed below. It was a surprise that for this period's data set Etna no longer qualifies as an LMA jurisdiction, especially since there did not seem to be any large demographic changes.

In 2006-2010 data Etna had a 59.23% LMISD, in the 2011-2015 it was 68.57% LMISD and for the current 2016-2020 data it is 39.20%. Included are the previous 2 LMISD maps with the data and the most current one.

An HCD approved income survey demonstrating that the jurisdiction is at or above 51% LMA is the only means in which to override the current ACS Data.

Background

"The primary objective of the CDBG program is to develop viable communities by helping to provide decent housing, suitable living environments, and expanding economic opportunities principally for persons of low-to-moderate income." (HCD Grants Management Manual Chapter 2 Section 2.1)

All CDBG grants have to meet a National Objective by:

1. Providing benefits to Low- and Moderate-Income persons,
2. Aiding in the prevention or elimination of blight, or
3. Providing funding for projects that have a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community

HCD generally only recognizes providing benefits to low- and moderate-income persons as a viable National Objective for jurisdictions.

To meet a national objective the project or program must provide benefit to:

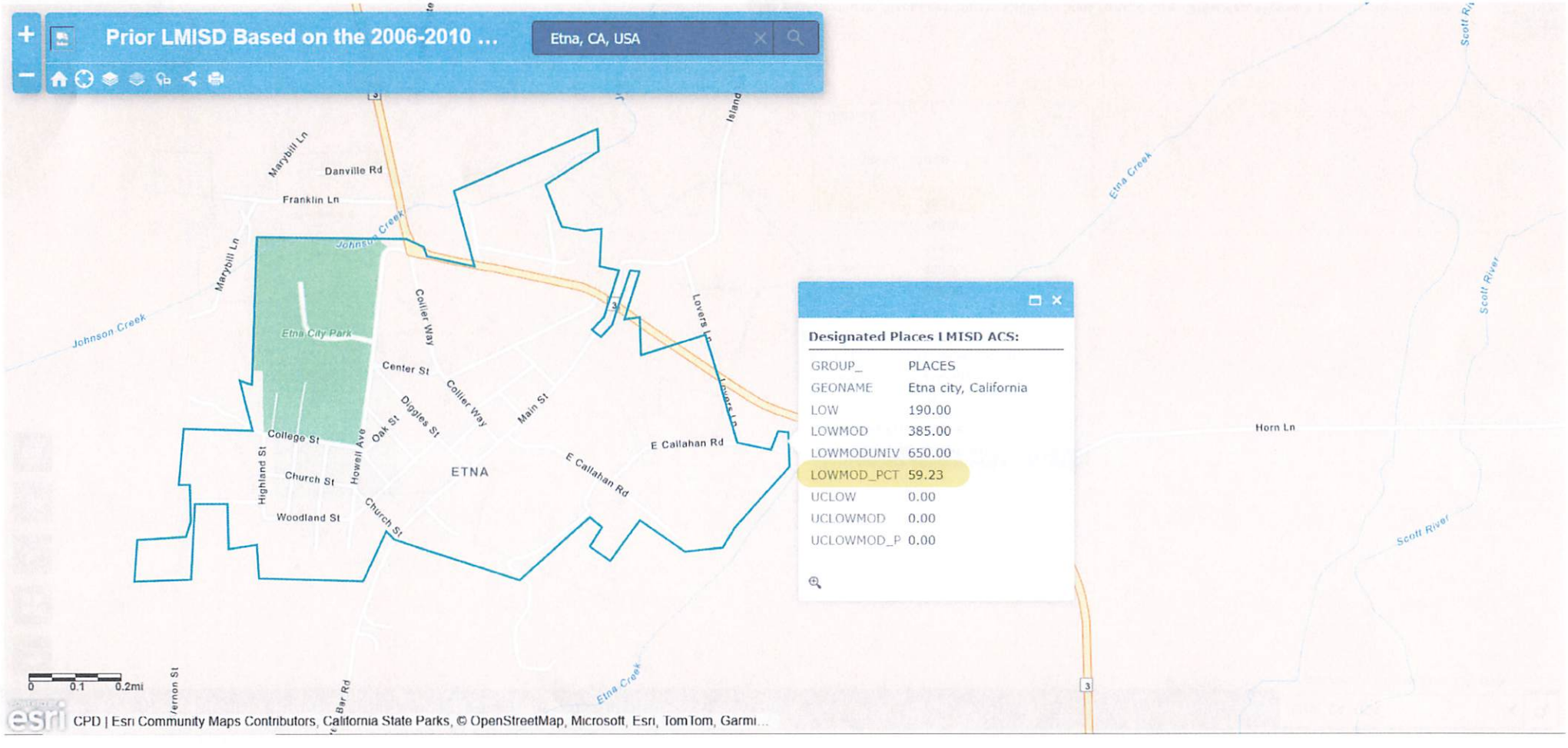
1. Area (LMA) such as repaving a street.
2. Limited Clientele (LMC) such as a food program.
3. Housing (LMH) such as housing rehabilitation.
4. Jobs (LMJ) such as microenterprise grants/business loans.

Low-Moderate Income Data (LMISD) is used to determine if jurisdictions or block groups are eligible for Community Development Block Grant (CDBG) Area-Benefit Activities.

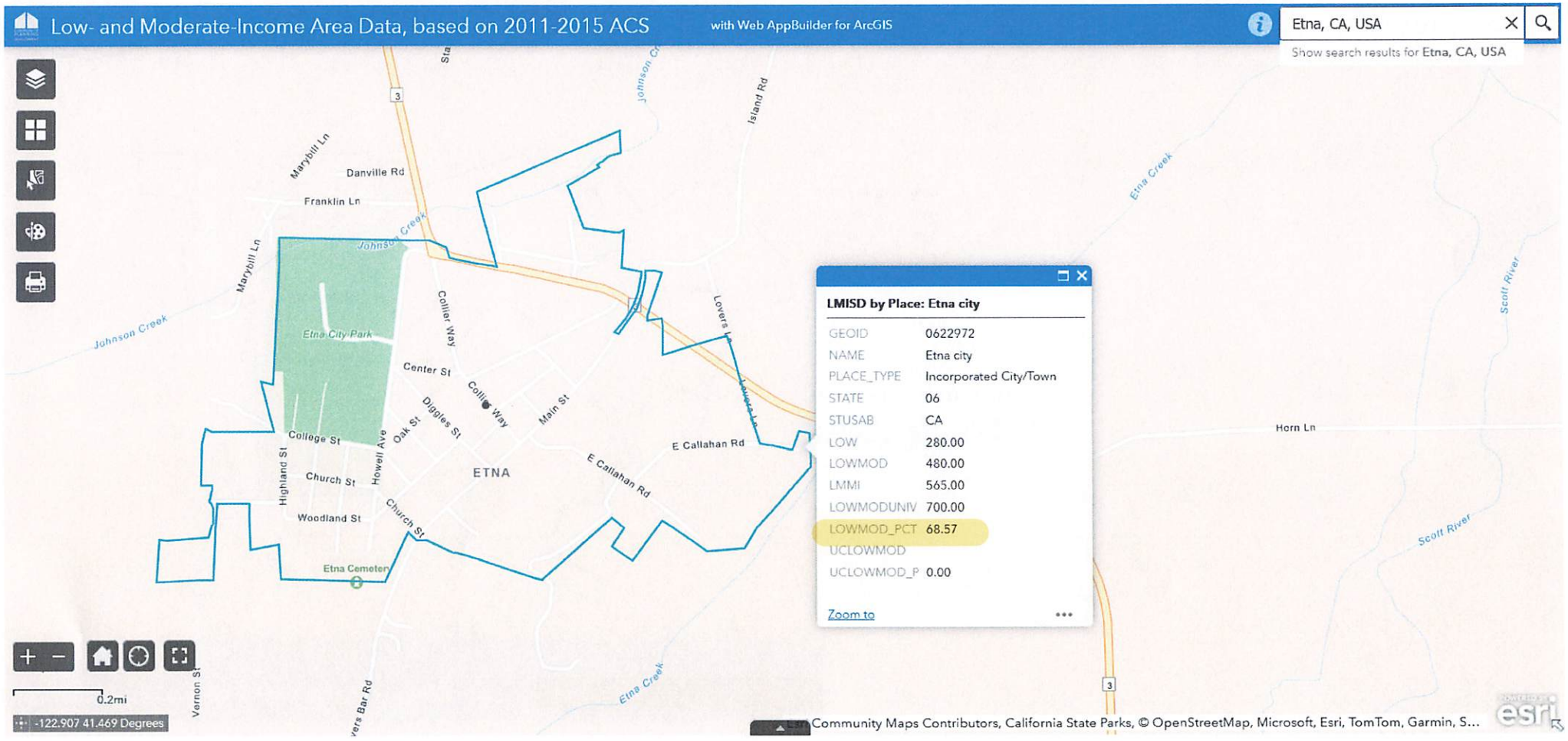
If a jurisdiction has an LMISD of less than 51%, it cannot apply for CDBG Area-Benefit Activities. These activities include constructing, renovating, building or improving:

- **Public Improvements (Infrastructure/Works)-**water and wastewater systems, rural utilities such as gas and electric services, roads, etc.
- **Community Facilities-**day care centers, domestic violence shelters, food banks, community centers, museums, medical and dental facilities, and fire stations.
- **Public Services-**Includes staff and operating costs.
- **Planning and Technical Assistance (PTA)-**studies and plans for housing, public works, and community facilities that meet CDBG national objectives and provide principal benefit to low-income persons.

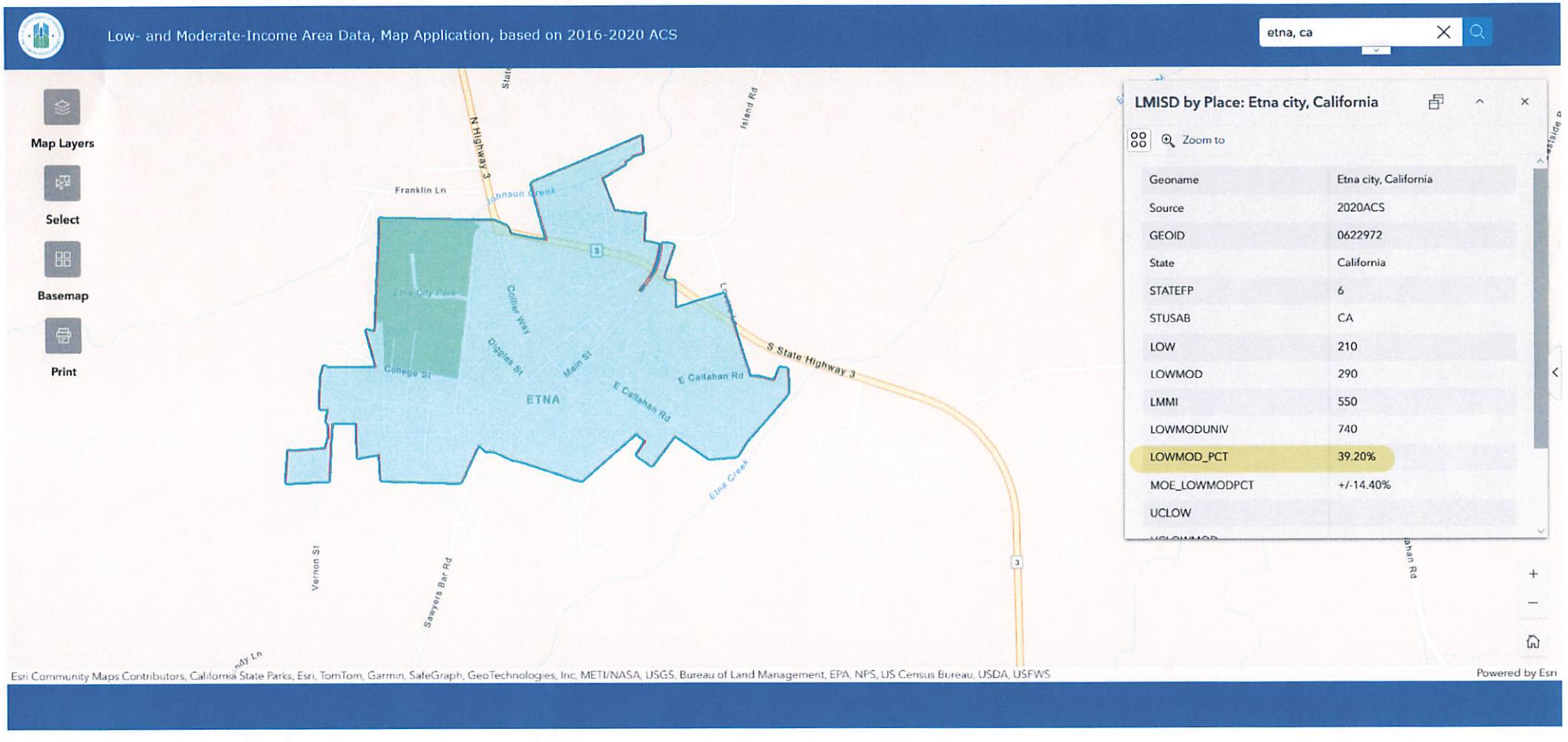
Previous 2006-2010 Low and Moderate Income Area Data for Etna



Previous 2011-2015 Low and Moderate Income Area Data for Etna



Current Low and Moderate Income Area Data for Etna



City of Etna

Agenda Request

Date of Meeting: 3/24/25

Spokesperson(s): City Council

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

Subject/Request: City Funding for Etna Cleanup Days

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

The Etna Cleanup Days are scheduled for April 18th & 19th.

Discussion and approval of funding from the City for this event.

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

City of Etna

Agenda Request

Date of Meeting: 3/24/25

Spokesperson(s): City Council & Staff

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

Subject/Request: Siskiyou County Active Transportation Plan

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

Discuss/possible action submitting a letter from the City to the Siskiyou County Transportation Committee stating the City is opposing the construction of a roundabout at the intersection of Collier Way and Hwy3.

https://siskiyoucoltc.org/planning-documents/regional-active-transportation-plan/

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

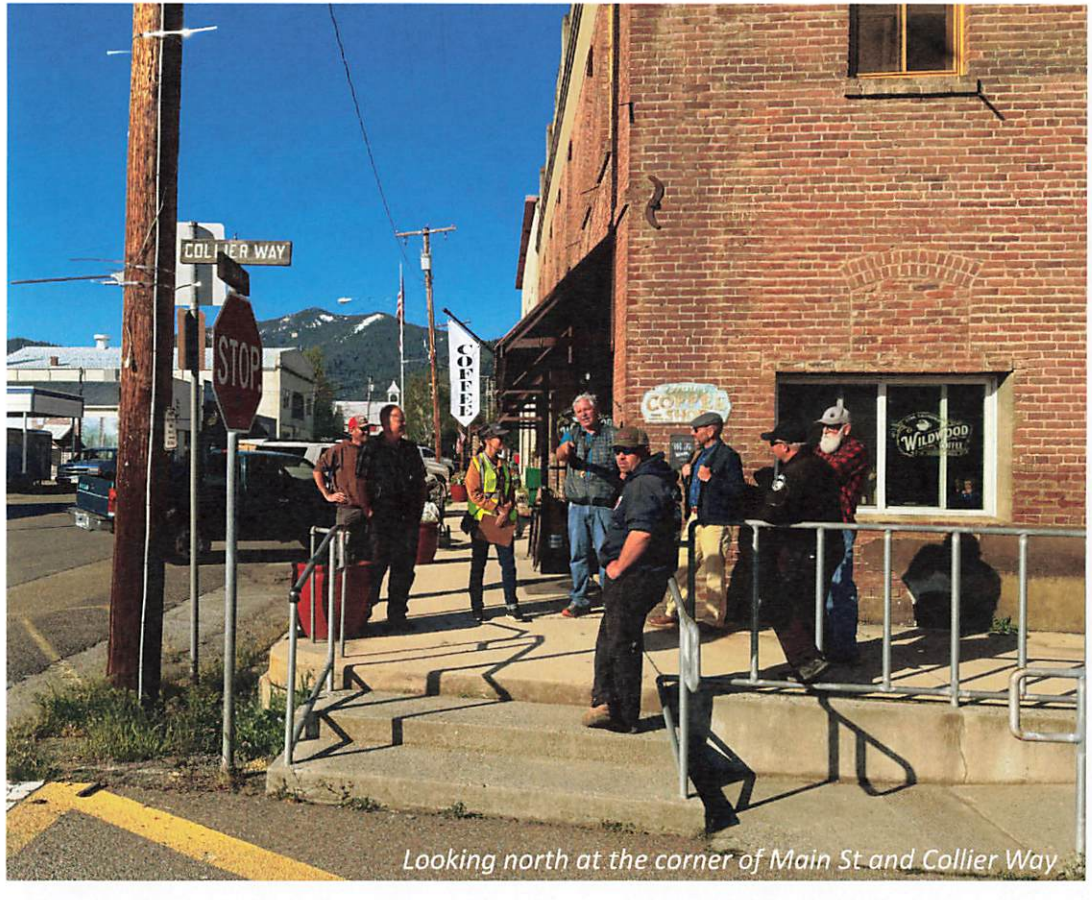
Please describe:

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

Description and Summary

- **Site Visit:** Tuesday, April 23, 2024
- **Representatives:** Etna City staff, City Council representatives, Police
- **Where:** Meeting outside Wildwood Coffee, walk audit

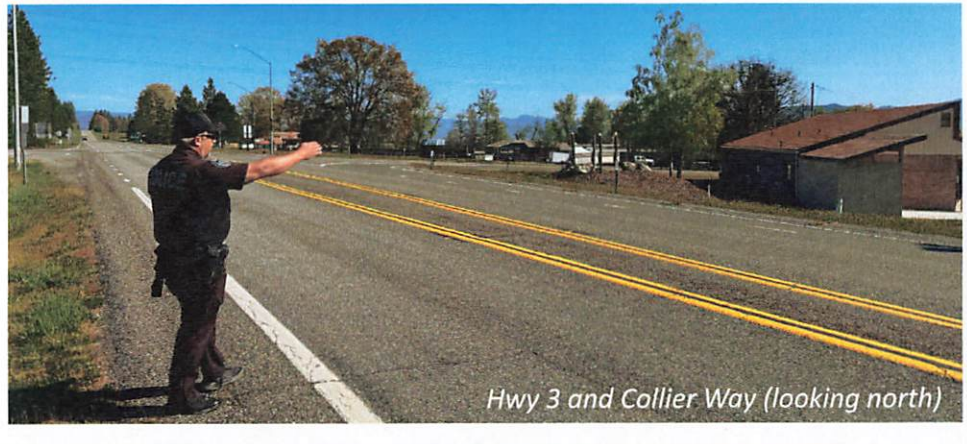


Looking north at the corner of Main St and Collier Way

Key Issues and Themes

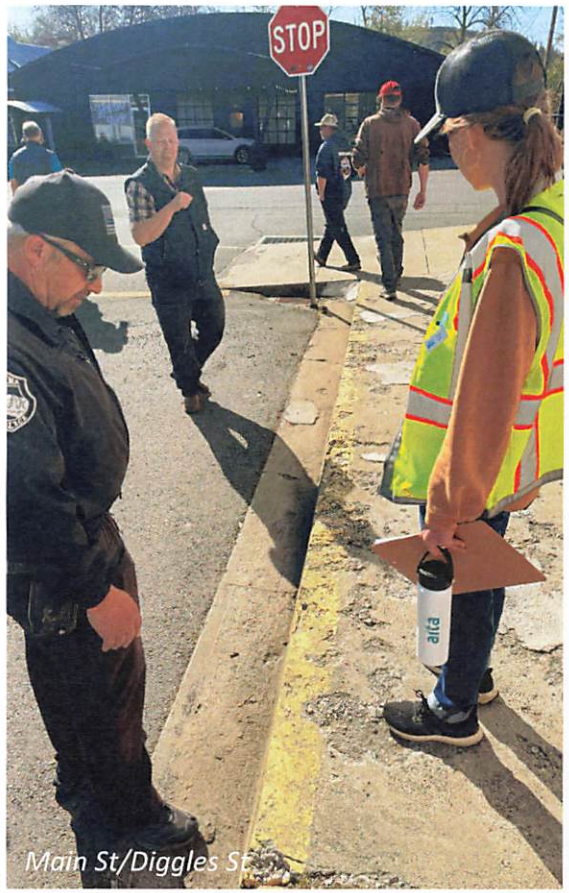
- **Main St:** High curbs create accessibility challenges. Concerns about crosswalk visibility and maintaining parking. Truck traffic via Sawyers Bar Rd passes through.
- **Hwy 3 / Collier Way:** High-speed traffic mixes with students walking to destinations


Main St

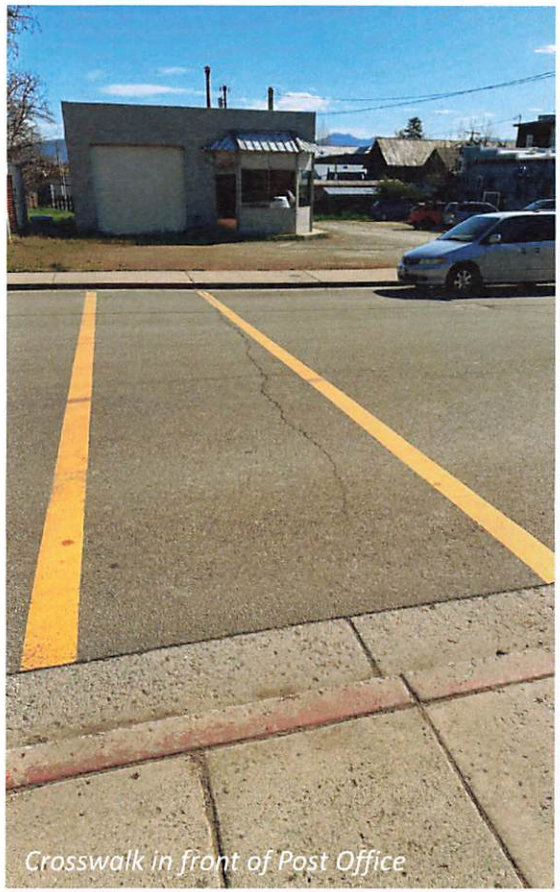

Hwy 3 and Collier Way (looking north)

Key Issues and Themes

- **Diggles St:** Extra-wide road with unhelpful crosswalks (ex: Post Office)
- **Howell Ave/Diggles St/Center St:** important intersection that connects parks and schools, but lacks delineation



Main St/Diggles St


Crosswalk in front of Post Office

Key Gaps and Proposed Projects

- ## Historic Main Street Redesign

  Designate Main St between the museum and Callahan St a historic main street and classify roadway as a shared street, which prioritizes the pedestrian experience over through traffic. We recommend funding a redesign planning and design process for the street to maximize the walkability of the street, placemaking, and minimizes through-traffic speed, OR; rebuild western sidewalk with railing and ramp at Diggles St.

- ## Collier Way School Crossings

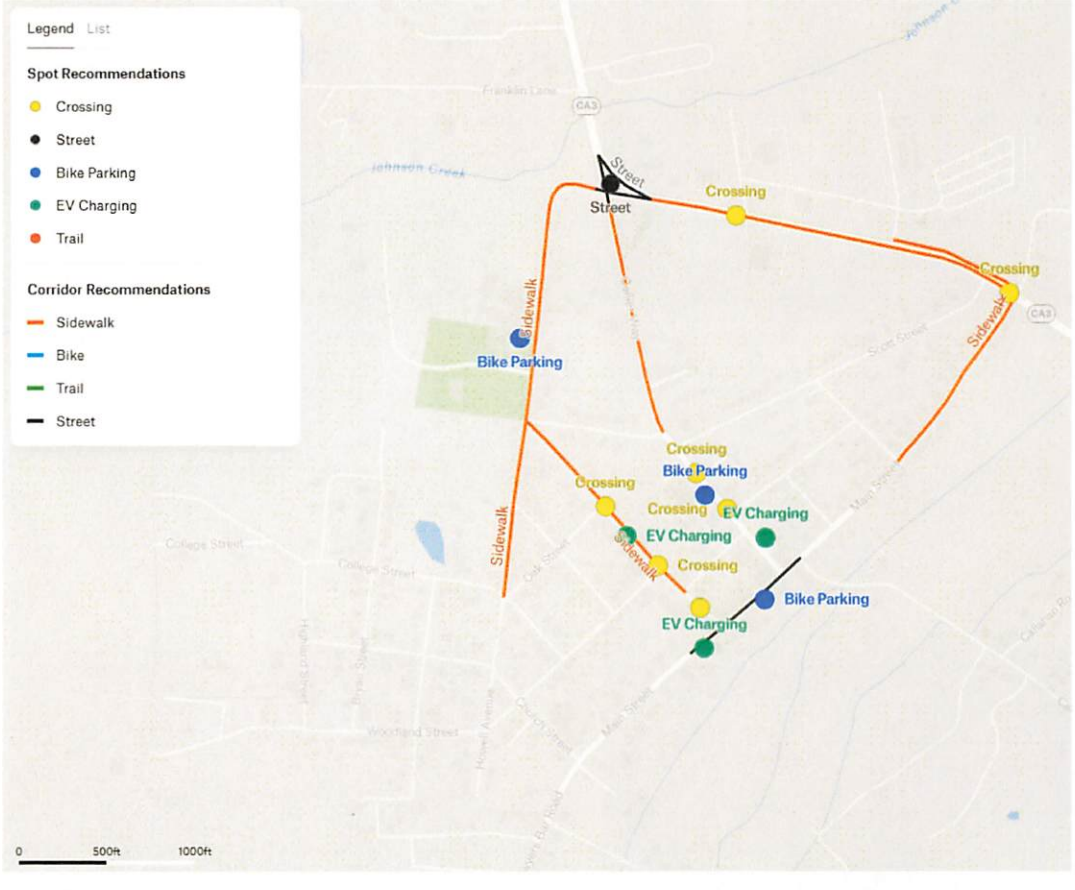
  Construct two raised crosswalks on Collier Way between Etna Elementary School on the west side and the parking lot on the east side.

- ## Highway 3 Roundabout

  Reconstruct the intersection of Collier Way and Hwy 3 to include a roundabout and decorative "Welcome to Etna" sign.

To view all project recommendations for Etna, view the online map:

All Project Recommendations



Etna

Table 6 High-Priority Corridor Infrastructure Recommendations in Etna

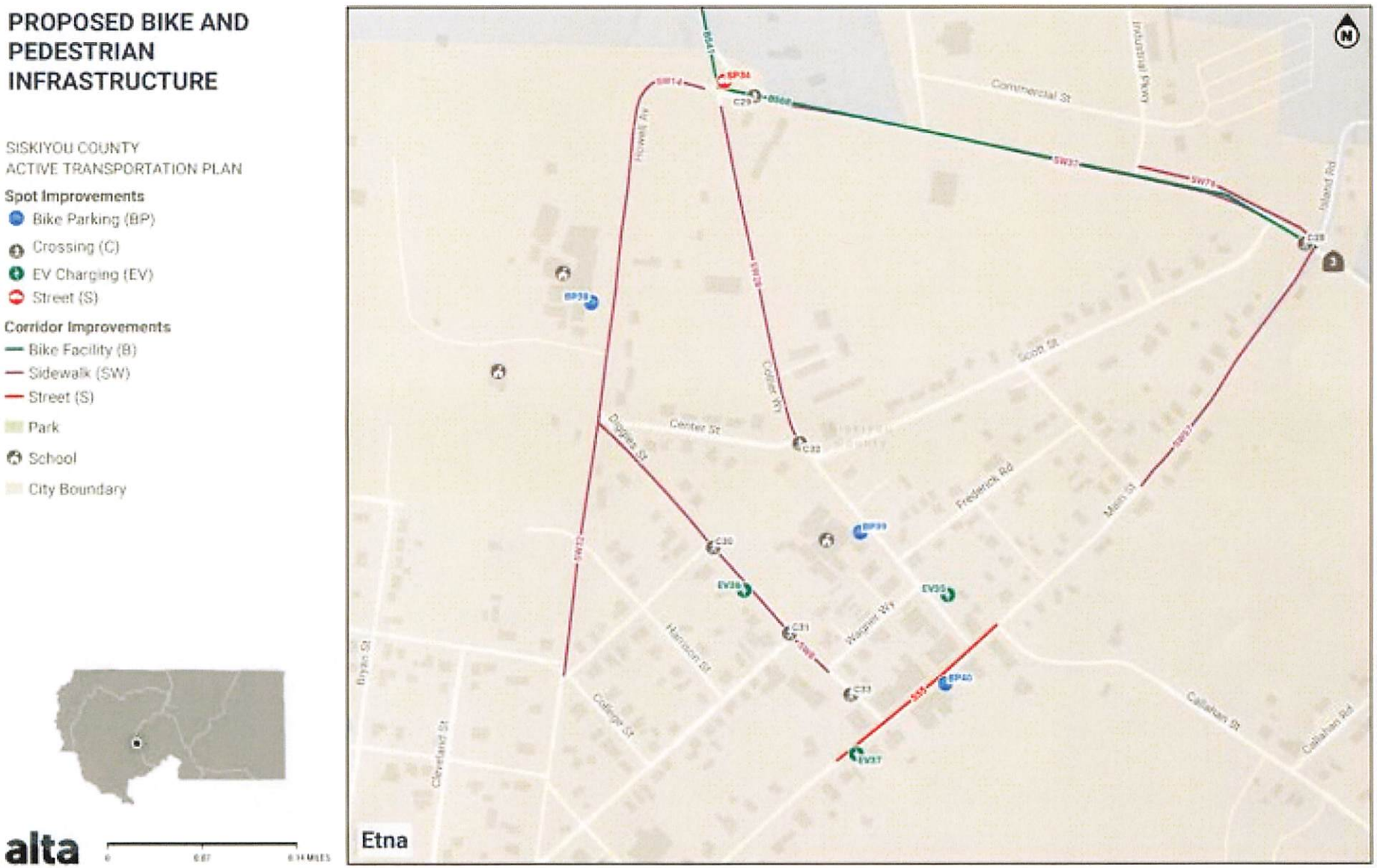
CATEGORY	PROJECT ID (SEE MAPS)	RECOMMENDATION	FROM	TO	RESPONSIBLE AGENCY
Street	S55	Designate Main St between the museum and Callahan St a historic main street and classify the roadway as a shared street, which prioritizes the pedestrian experience over through traffic. Seek funding for a community main street study that reimagines the corridor to maximize the walkability of the street and minimize through traffic speed.	Museum	Callahan St	Etna
Sidewalk	SW28	Construct a sidewalk on both sides of Collier Way between Howell Ave and Center St.	Howell Ave	Center St	Etna

Table 7 High-Priority Spot Infrastructure Recommendations in Etna

CATEGORY	PROJECT ID (SEE MAPS)	RECOMMENDATION	CROSS STREET A	CROSS STREET B	RESPONSIBLE AGENCY
Crossing	C29	Add high-visibility continental crosswalk markings and a RRFB on the west leg of the intersection of Hwy 3 and Collier Way.	Hwy 3	Telco Way	Caltrans
Crossing	C32	Restripe the existing crosswalk at Collier Way and Scott St to include high-visibility continental markings. Construct ADA accessible curb ramps on the Northeast and Southeast corners of the intersection. Consider adding a pedestrian island to the crosswalk across Collier Way at this location to calm inbound traffic speeds.	Collier Way	Scott St	Etna

Figure 17 Infrastructure Recommendations in Etna

For the full list of project details, their scores and cost estimates, see Appendix E: Project Recommendations and Cost Estimates.



Place	Category	ID	Recommendation	Street Name	From	To	Intersecting Street	Source	Agency	Notes	Cost Estimate High	Cost Estimate Low	Cost Estimate (Average)
Etna	Bike	B568	Add buffered bike lanes (Class II) to Hwy 3 between Howell Ave and Main St.	Hwy 3	Howell Ave	Main St		Siskiyou County Active Transportation Plan	CalTrans		$ 287,876.60	$ 55,718.06	$ 171,797.33
Etna	Bike Parking	BP38	Add bike parking to the following locations: Elementary and High School, Library, Main St between Diggles St and Collier Way.	N/A				Siskiyou County Active Transportation Plan	Etna		$ 500.00	$ 250.00	$ 375.00
Etna	Bike Parking	BP39	Add bike parking to the following locations: Elementary and High School, Library, Main St between Diggles St and Collier Way.	N/A				Siskiyou County Active Transportation Plan	Etna		$ 500.00	$ 250.00	$ 375.00
Etna	Bike Parking	BP40	Add bike parking to the following locations: Elementary and High School, Library, Main St between Diggles St and Collier Way.	N/A				Siskiyou County Active Transportation Plan	Etna		$ 500.00	$ 250.00	$ 375.00
Etna	Crossing	C28	Add high-visibility continental crosswalk markings and a PHB or RRFB on the west leg of the intersection of Hwy 3 and Main St. This will require construction of two curb ramps.	Hwy 3			Main St	Siskiyou County Active Transportation Plan	CalTrans	RRFB	$ 281,000.00	$ 80,500.00	$ 180,750.00
Etna	Crossing	C29	Add high-visibility continental crosswalk markings and a RRFB on the west leg of the intersection of Hwy 3 and Collier Way.	Hwy 3			Telco Way	Siskiyou County Active Transportation Plan	CalTrans	RRFB	$ 281,000.00	$ 80,500.00	$ 180,750.00
Etna	Crossing	C30	Construct curb ramps and curb extensions for the school crossing on Diggles St at Oak St, and add high-visibility continental crosswalk markings.	Diggles St			Oak St	Siskiyou County Active Transportation Plan	Etna		$ 191,000.00	$ 75,500.00	$ 133,250.00
Etna	Crossing	C31	Construct curb ramps and curb extensions for the school crossing on Diggles St at Wagner Way, and add high-visibility continental crosswalk markings.	Diggles St			Wagner Way	Siskiyou County Active Transportation Plan	Etna		$ 191,000.00	$ 75,500.00	$ 133,250.00
Etna	Crossing	C32	Restripe the existing crosswalk at Collier Way and Scott St to include high visibility continental markings. Construct ADA accessible curb ramps on the Northeast and Southeast corners of the intersection. Consider adding a pedestrian island to the crosswalk across Collier Way at this location to calm inbound traffic speeds.	Collier Way			Scott St	Siskiyou County Active Transportation Plan	Etna	2 raised crosswalks	$ 82,000.00	$ 34,000.00	$ 58,000.00
Etna	Crossing	C33	Remove the crosswalk on Diggles St at the post office.	Diggles St			Post Office	Siskiyou County Active Transportation Plan	Etna	Removal	$ 4,000.00	$ 2,000.00	$ 3,000.00
Etna	EV Charging	EV35	Consider prioritizing future EV Charging at the following locations: Museum, Diggles St angled parking, Library.	N/A				Siskiyou County Active Transportation Plan	Etna		$ 100,000.00	$ 100,000.00	$ 100,000.00
Etna	EV Charging	EV36	Consider prioritizing future EV Charging at the following locations: Museum, Diggles St angled parking, Library.	N/A				Siskiyou County Active Transportation Plan	Etna		$ 100,000.00	$ 100,000.00	$ 100,000.00
Etna	EV Charging	EV37	Consider prioritizing future EV Charging at the following locations: Museum, Diggles St angled parking, Library.	N/A				Siskiyou County Active Transportation Plan	Etna		$ 100,000.00	$ 100,000.00	$ 100,000.00
Etna	Sidewalk	SW8	Construct a sidewalk on the west side of Diggles St between Howell Ave and Wagner Way.	Diggles St	Howell Ave	Wagner Way		Siskiyou County Active Transportation Plan	Etna		$ 330,891.60	$ 215,927.74	$ 273,409.67

Etna	Sidewalk	SW14	Construct a sidewalk on the east side of Howell Ave between Center St and Hwy 3.	Howell Ave	Center St	Hwy 3		Siskiyou County Active Transportation Plan	Etna		$ 384,870.40	$ 251,913.61	$ 318,392.00
Etna	Sidewalk	SW28	Construct a sidewalk on both sides of Collier Way between Howell Ave and Center St.	Collier Way	Howell Ave	Center St		Siskiyou County Active Transportation Plan	Etna	both sides	$ 419,636.40	$ 270,424.24	$ 345,030.32
Etna	Sidewalk	SW32	Construct a sidewalk on the west side of Howell Ave betweeen Center St and College St	Howell Ave	Center St	College St		Siskiyou County Active Transportation Plan	Etna		$ 256,131.60	$ 166,087.74	$ 211,109.67
Etna	Sidewalk	SW37	Construct a sidewalk on the south side of Hwy 3 between Collier Way and Sawyers Bar Rd.	Hwy 3	Collier Way	Sawyers Bar Rd		Siskiyou County Active Transportation Plan	CalTrans		$ 523,879.00	$ 344,586.01	$ 434,232.50
Etna	Sidewalk	SW57	Construct a sidewalk on the west side of Sawyers Bar Rd between Charles St and Hwy 3.	Main St	Charles St	Hwy 3		Siskiyou County Active Transportation Plan	Etna		$ 290,971.20	$ 189,314.12	$ 240,142.66
Etna	Sidewalk	SW79	Construct a sidewalk on the north side of Hwy 3 between Industrial Pkwy and Island Rd.	Hwy 3	Industrial Pkwy	Island Rd		Siskiyou County Active Transportation Plan	CalTrans		$ 192,974.90	$ 123,983.26	$ 158,479.08
Etna	Street	S55	Designate Main St between the museum and Callahan St a historic main street and classify the roadway as a shared street, which prioritizes the pedestrian experience over through traffic. Seek funding for a community main street study that reimagines the corridor to maximize the walkability of the street and minimize through traffic speed.	Main St	Museum	Callahan St		Siskiyou County Active Transportation Plan	Etna		$ 50,000.00	$ 30,000.00	$ 40,000.00
Etna	Street Spot Improvement	SP34	Reconstruct the intersection of Collier Way and Hwy 3 to include a roundabout and decorative "Welcome to Etna" sign.	Hwy 3			Collier Way	Siskiyou County Active Transportation Plan	CalTrans		$ 12,000,000.00	$ 4,000,000.00	$ 8,000,000.00

City of Etna

Agenda Request

Date of Meeting: 03 24 2025

Spokesperson(s): Teresa Arrwood

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

Subject/Request: Discuss annual Scott Valley multi agency training drill

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

This year, the annual drill will be held at the Etna City Park. Originally the Pleasure Park was going to host us and recently realized that is the same weekend as the high school rodeo.

Since this will be in town, it would be a great opportunity for you to watch us train in person to understand what we do.

We also invite the public to observe if they are interested. We want to give the public notice if certain individuals would like to make sure they avoid the area. And also inquire if there is anyone interested in assisting with lunch, either prep or donation.

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

The annual Scott Valley Multi-agency, Multi-casualty Training Drill

Training I.A.P.

Saturday, April 26th , 2025
0900-1400

INCIDENT BRIEFING (ICS 201)

1. Incident Name:	2. Incident Number:	3. Date/Time Initiated:
Scott Valley MCI Training Drill	N/A	Date: 04/26/2025 Time: 0900

4. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment):

See Attached

5. Situation Summary and Health and Safety Briefing (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.

Be attentive to moving vehicles.

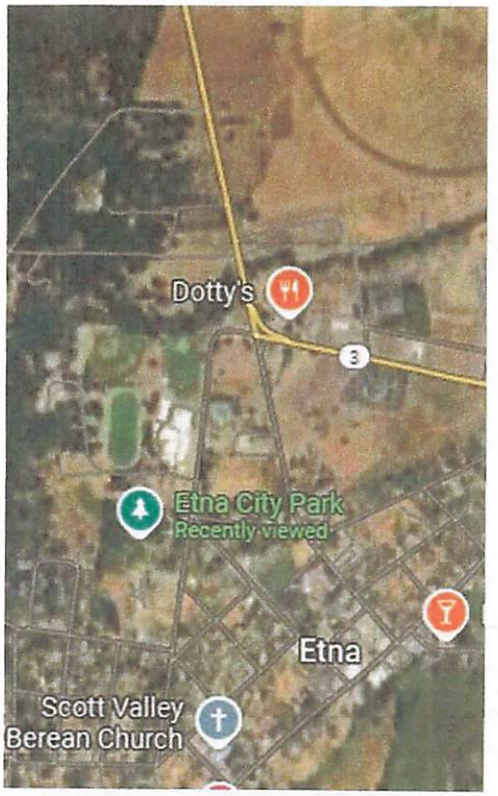
Be attentive to the public in the park.

Wear appropriate PPE during scenarios.

Be aware of changing conditions.

6. Prepared by: Name: Teresa Arrwood Position/Title: Ambulance Director Signature:

ICS 201, Page 1 Date/Time: 03/04/2025 1700





Both the Etna Ambulance and Etna City Park are located at 625 Howell Ave.

The ambulance station is located in the lower half of the picture, set behind the little league field.

Equipment can stage at the ambulance station/city yard and/or the high school.

Briefings will be held in the parking lot of the ambulance station.

Scenarios will be held in the park.

The large animal rescue workshop will be held at the park.

INCIDENT BRIEFING (ICS 201)

1. Incident Name:	2. Incident Number:	3. Date/Time Initiated:
Scott Valley MCI Training Drill	N/A	Date: 04/26/2025 Time: 0900

7. Current and Planned Objectives:

1. To practice the Incident Command System in an MCI.
2. To practice the START/JumpSTART triage and treatment system.
3. To improve and maintain working relationships and communication with multiple agencies.

8. Current and Planned Actions, Strategies, and Tactics:

Time:	Actions:
0800	Set up
0830-0845	Participants arrive. Sign In.
0900	Workshop: Large Animal Rescue with S Yreka FD and Dr. Amy Fousek at the park.
1000	Roleplayers and moulage team arrive. Check in, sign liability waivers
1015	Workshop A: Roleplayers workshop with Hayden Chappelle at the Ambulance station. Moulage starts
	Workshop B: Incident Command Leader roles with Chase Hoffmann outside in city yard.
	Workshop C: Triage, Treatment and Transport with Tyler Witherall and Jason Vela outside in city yard.
1035	Workshop B&C participants will swap workshops.
1100	Briefing
1115	Start Scenario #1
1215	Lunch at the Ambulance station. Debrief scenario #1.
1250	Start Scenario #2
1345	Debrief Scenario #2
1400	Finish / Clean up.

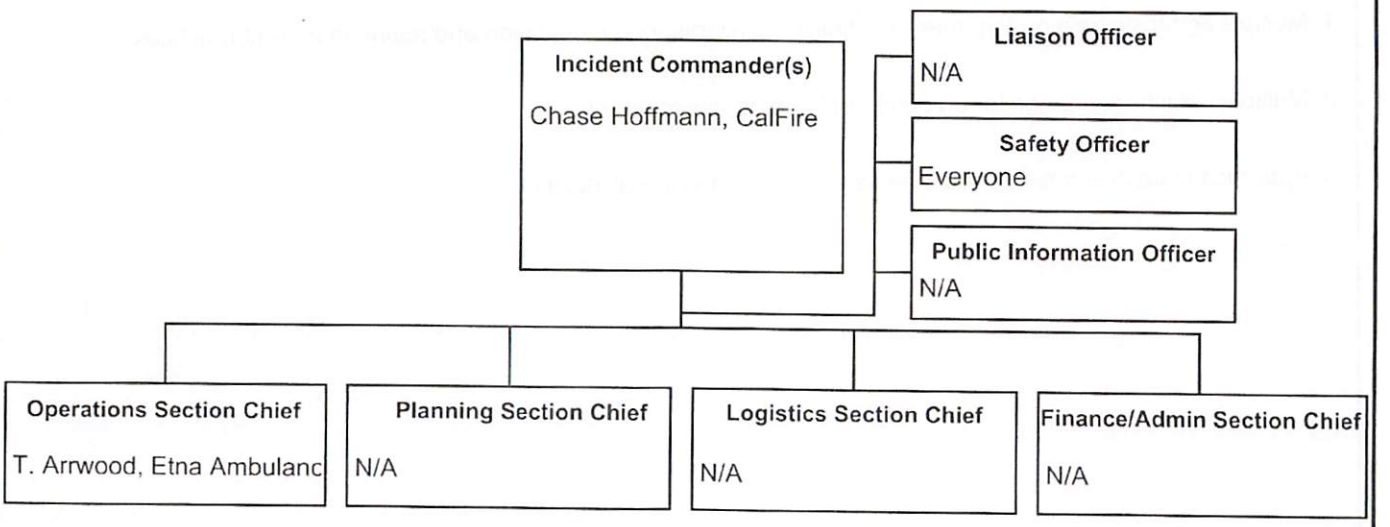
6. Prepared by: Name: Teresa Arrwood Position/Title: Ambulance Director Signature:

Date/Time: 03/04/2025 1700

INCIDENT BRIEFING (ICS 201)

1. Incident Name:	2. Incident Number:	3. Date/Time Initiated:
Scott Valley MCI Training Drill	N/A	Date: 04/26/2025 Time: 0900

9. Current Organization (fill in additional organization as appropriate):



6. Prepared by: Name: Teresa Arrwood Position/Title: Ambulance Director Signature:

ICS 201, Page 3 Date/Time: 03/04/2025 1700

INCIDENT OBJECTIVES (ICS 202)

1. Incident Name: SV MCI Training Drill	2. Operational Period: Date From: 04/26/2025 Date To: 04/26/2025 Time From: 0900 Time To: 1400

3. Objective(s):

1. Multiple agencies training together to optimize teamwork, communication and maintain current practices.

2. Multiple realistic scenarios for an optimum learning environment.

3. Approach to each scenario should be as approached in a real incident.

4. Operational Period Command Emphasis:

1. Overall scene safety.
2. Efficient scene control and operations.
3. Rapid triage and transport of patients.

General Situational Awareness

Scene safety

Unforeseen changing conditions

5. Site Safety Plan Required? Yes ☐ No ☒

Approved Site Safety Plan(s) Located at:

6. Incident Action Plan (the items checked below are included in this Incident Action Plan):

☒ ICS 203	☐ ICS 207	Other Attachments:
☐ ICS 204	☒ ICS 208	☐ _____
☐ ICS 205	☒ Map/Chart	☐ _____
☒ ICS 205A	☒ Weather Forecast/Tides/Currents	☐ _____
☒ ICS 206		☐ _____

7. Prepared by: Name: Teresa Arrwood Position/Title: Ambulance Director Signature: _____

8. Approved by Incident Commander: Name: _____ Signature: _____

ICS 202	IAP Page _____	Date/Time: 03/04/2025 1700

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name:	2. Operational Period: Date From: 04262025 Date To: 04262025
SV MCI Training Drill	Time From: 0900 Time To: 1400

3. Incident Commander(s) and Command Staff:

IC/UCs	Chase Hoffmann, Calfire
Deputy	
Safety Officer	
Public Info. Officer	
Liaison Officer	

4. Agency/Organization Representatives:

Agency/Organization	Name
Press/Media	Mel Fechter
Press/Media	Mindy Vela

5. Planning Section:

Chief	
Deputy	
Resources Unit	
Situation Unit	
Documentation Unit	
Demobilization Unit	
Technical Specialists	

6. Logistics Section:

Chief	
Deputy	
Support Branch	
Director	
Supply Unit	
Facilities Unit	
Ground Support Unit	
Service Branch	
Director	
Communications Unit	
Medical Unit	
Food Unit	

7. Operations Section:

Chief		
Deputy		
Director	Teri Arrwood	
Staging Area	EHS or Etna Ambulance	
Branch		
Branch Director	Medical Branch	Teri Arrwood 1459
Deputy		
Division/Group	Etna Ambulance	
Division/Group	McCloud FD	
Division/Group		
Division/Group		
Division/Group		
Branch		
Branch Director	Fire Departments	Calfire is overall IC
Deputy		
Division/Group	Fort Jones FD	Bre Buker
Division/Group	Etna FD	Clint Whitchurch
Division/Group	SVFPD	Paul Buchter
Division/Group		
Division/Group		
Branch		
Branch Director	Law Enforcement	
Deputy		
Division/Group	Etna Police Dept	
Division/Group	SCSO	
Division/Group	CHP	
Division/Group	USFS	
Division/Group		
Air Operations Branch		
Air Ops Branch Dir.		

8. Finance/Administration Section:

Chief	
Deputy	
Time Unit	
Procurement Unit	
Comp/Claims Unit	
Cost Unit	

9. Prepared by: Name: Teresa Arrwood Position/Title: Ambulance Director Signature:

ICS 203 | **IAP Page** _____ Date/Time: 03/04/2025 1700

COMMUNICATIONS LIST (ICS 205A)

1. Incident Name: SV MCI Training Drill	2. Operational Period: Date From: 04262025 Time From: 0900	Date To: 04262025 Time To: 1400

3. Basic Local Communications Information:

Incident Assigned Position	Name (Alphabetized)		Method(s) of Contact (phone, pager, cell, etc.)
Operations	Arrwood, Teri	1459	530-598-4516
	Buchter, Paul	1500	530-598-7249
	Buker, Bre	1304	530-340-7151
	Hoffmann, Chase		530-408-9028
	Whitchurch, Clint	1400	530-925-0938
Press	Fechter, Mel		530-340-3200
Dispatch	Calfire/YCC		530-842-7066
	SCSO		530-841-2900
	CHP		530-842-0530

4. Prepared by: Name: Teresa Arrwood Position/Title: Ambulance Director Signature:

ICS 205A | **IAP Page** _____ Date/Time: 03/04/2025 1700

MEDICAL PLAN (ICS 206)

1. Incident Name:	2. Operational Period: Date From: 04262025 Time From: 0900	Date To: 04262025 Time To: 1400
SV MCI Training Drill		

3. Medical Aid Stations:

Name	Location	Contact Number(s)/Frequency	Paramedics on Site?
Etna Ambulance	Staged at location	Training channel or	☒ Yes ☐ No
		(530) 598-4516	☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No

4. Transportation (indicate air or ground):

Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service
Etna Ambulance	Staged at location	see above	☒ ALS ☐ BLS
			☐ ALS ☐ BLS
			☐ ALS ☐ BLS
			☐ ALS ☐ BLS

5. Hospitals:

Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/ Frequency	Travel Time Air	Travel Time Ground	Trauma Center	Burn Center	Helipad
Fairchild Medical Center	444 Bruce Street, Yreka, CA	530-842-4121	10	35	☒ Yes Level: 4	☐ Yes ☒ No	☒ Yes ☐ No
					☐ Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
					☐ Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
					☐ Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No
					☐ Yes Level:	☐ Yes ☐ No	☐ Yes ☐ No

6. Special Medical Emergency Procedures:

If a real emergency occurs during the training, code phrase "real world emergency" should be stated twice over the air on the training channel. All radio traffic and scenario will stop. The emergency will be identified and resources will be requested by the initiator to the IC. The IC will relate any needed information to YCC.

☐ Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.

7. Prepared by (Medical Unit Leader): Name: Teresa Arrwood Signature: _____

8. Approved by (Safety Officer): Name: _____ Signature: _____

ICS 206	IAP Page ____	Date/Time: 03/05/2025 1700

SAFETY MESSAGE/PLAN (ICS 208)

1. Incident Name:	2. Operational Period: Date From:	Date To:
SV MCI Training Drill	04262025	04262025
	Time From: 0900	Time To: 1400

3. Safety Message/Expanded Safety Message, Safety Plan, Site Safety Plan:

If a real emergency occurs during the training, code phrase "real world emergency" should be repeated twice over the air on the training channel. All radio traffic and scenario will stop. The emergency will be identified and resources will be requested by the initiator to the IC. The IC will relate any needed information to YCC and coordinate with the ambulance director and/or law enforcement for appropriate needs.

LAW ENFORCEMENT DIVISION
Absolutely no live fire or simunition will be used during the training. Only training weapons shall be utilized during the drill.

FIRE DEPARTMENT DIVISION
Utilize appropriate and sufficient PPE.
Practice as you would perform in a real life scenario. The exception is tightening tourniquets on a role-player. They should be placed but not tightened as they would in a real hemorrhage.

MEDICAL and TRIAGE DIVISIONS
Utilize appropriate and sufficient PPE.
Practice as you would perform in a real life scenario. The exception is tightening tourniquets on a role-player. They should be placed but not tightened as they would in a real hemorrhage.
Utilize the MCI kits, triage tags/flagging, vests.
Utilize needed medical equipment.
Make proper MCI notifications
Complete proper MCI patient tracking forms.
There is an ambulance dedicated to this exercise with training equipment.
There is a second ambulance that is modified for the training. Do not remove items from the cabinets taped off.
No invasive procedures shall be performed. This includes IV, BG, intubation, decompression, cricothyrotomy. If you feel these procedures would be appropriate, tape the training equipment to the patient to show that you "did" it.
Remember, the skill itself is not being evaluated, only the proper triage, treatment and transport decisions are.

EVALUATORS/MENTORS
Your feedback is important to us to improve.
Please also serve as a safety officer - speak up if something looks unsafe.
Remember this is a learning environment. Unless there is a safety issue, let the scenario play out.

4. Site Safety Plan Required? Yes ☐ No ☒
Approved Site Safety Plan(s) Located At:

5. Prepared by: Name: Teresa Arrwood Position/Title: Ambulance Director Signature:

ICS 208	IAP Page ____	Date/Time: 03/04/2025 1700

City of Etna

Agenda Request

Date of Meeting: 3/14/2025

Spokesperson(s): Clint Whitchurch and Teresa Arrwood

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

Subject/Request: Approve MOU for Etna Fire Department Pay

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

Adopt MOU for the fire department to update our CalFire agreement for strike team and/or single resource requests and for day to day operations.

At the time of this submission for the agenda, the Administrative Rate Survey was not completed and will need to be added once this is done by the city clerk.

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

City of Etna
Etna Fire Department

MEMORANDUM OF UNDERSTANDING (MOU)

SUBJECT: MOU regarding Fire Department Incident Payroll, Assistance by Hire (ABH), Pay Per Call

EFFECTIVE DATE:

Parties Involved: The City of Etna and Etna Fire Department, hereinafter "City" and "Employees".

This serves to clarify the cost of personnel during California Fire Assistance Agreement, ABH, and USFS Assignments. This is the hourly rate per person that is charged to the incident. The amount per person on the incident and station coverage amount will equal the amount charged to the Administering Agency for personnel.

CAL FIRE AND USFS LOCAL RESPONSE:
These incidents shall be paid at the same rate and manner as CAL-OES rates for the ABH and USFS contracts.

CAL-OES CFAA AGREEMENT ASSISTANCE WITH BACK FILL:
All personnel, including Chief Officers, shall be paid at Overtime Rates.
All personnel, including Chief Officers, shall be paid Portal to Portal.

STATION BACKFILL:
For each engine that is assigned to an incident there will be a firefighter paid at their rate on station backfill. For each overhead assigned, there will be one backfill position. These rates are reflected in the OES Salary Survey under the Chief/Overhead, Company Officer and Engineer rates. Payment shall follow the same payment schedule as incident personnel.

BENEFITS:
All pay per call volunteers, stipend shift firefighters and ABH employees shall be exempt from City of Etna benefits including, but not limited to sick time, vacation time, medical and retirement.

PAYROLL:
The City will pay personnel the current minimum wage per hour for all overhead and firefighters on incidents lasting longer than 12 hours. The remainder of wages shall be paid once payment

has been received by the City. On any incidents lasting less than 12 hours, employees will receive full payment once the invoicing is completed with the paying agency.

LODGING/FOOD/FUEL:
The City will not cover expenses for food or lodging on fire assignments unless prior approval from the department head. Vehicles should be fueled at the city yard and refueled at the strike site whenever possible. If vehicles need to be fueled at a commercial gas station, receipts are required to be turned into the City Clerk.

RATES:
Rates shall be updated and approved by CAL-OES each year.

	Straight time	Overtime
Chief Officer/Strike Team Leader:	$40.00/hr	$60.00/hr
Company Officer:	$36.00/hr	$54.00/hr
Engineer:	$33.00/hr	$49.50/hr
Firefighter:	$30.00/hr	$45.00/hr

Emergency Apparatus Rates:

Type 1	$173.47/hr
Type II	$163.55/hr
Type III	$156.74/hr
Type IV-VII	$150.47/hr
Water Tender Tactical I	$148.07/hr
Water Tender Tactical II	$127.21/hr

Support Equipment Rates/Government Owned Vehicles:

Sedan	$226/daily
Pickup	$166/daily
Van	$309/daily
SUV	$279/daily
Other (3/4 ton +)	$265/daily

Administrative Fee: %

Pay per call:	$15.50	This is paid per quarter
Pay per Meeting/Training:	$15.50	This is paid per quarter

City of Etna

Agenda Request

Date of Meeting: 03/24/2025

Spokesperson(s): Teresa Arrwood/Clint Whitchurch

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

Subject/Request: Firefighter/EMT position

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

Revisit discussion and possible hiring of the proposed FF/EMT position. This is in lieu of the Assistant Ambulance Director, shared with the fire department and funded by the ambulance budget and Chief/Asst Chief/Sec stipends being waved.

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

Please describe:

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1 ¾ Time, benefited EMT/Firefighter Job Description

Created 06/2024
Due for review every June with new budget

The roles and responsibilities will be determined by the Ambulance Director to meet the needs of the department at the time. The responsibilities assigned may change due to the provider level or current needs as the Director deems relevant.

Position Requirements:
Current and in good standing EMT certification with S-SV Regional EMS Authority
A valid CA DL with ambulance endorsement
City of Etna resident or within 10 minutes of station for call response
ICS 100 and 200 or obtains within the first 2 months of start date
NIMS 700 and 800 or obtains within the first 2 months of start date

Preferred:
Firefighter experience
Firefighter DL endorsement
EVOC or equivalent

Roles and Responsibilities Include:

Full Time patient care provider on the ambulance
Assisting the Ambulance Director as needed
Assisting the Etna Fire Chief as needed

Driving:

Has and maintains a current CA DL with ambulance and firefighter endorsements.
Completes mandatory in-house drivers training at time of hire and biannually.
Prior to driving Code 3, the mandatory drivers' course will be completed and signed off by the Director.
Follows all California traffic laws while driving routine.
Follows California Code 3 driving rules.

General:
Responsible for the safety of the unit and occupants.
Fuels vehicles as needed.
Maintains familiarity with each different ambulance and fire apparatus, how it operates, how the lights and sirens work.

Understands how to properly use the radio and communicate with dispatch and other agencies.
Completes any mandatory training (HIPAA, others as assigned)
Maintains good working relationships with members from different agencies.
Assists after a call to clean and ready the unit for the next call.
Reports any hazards, maintenance issues or equipment issues to the director and/or fire chief.
Participates in training.

Patient care provider on the ambulance:

Completes the New Team Member Orientation Checklist.
Understands how the gurney functions and is able to assist with gurney operations with and without a patient on it.
Assists other patient care providers as needed.
Maintains current S-SV EMS certification.
Follows S-SV EMS protocols and guidelines.
Maintains familiarity with each different ambulance, the medical equipment, and medications.
Understands how to communicate with FMC ED and proper alerts that are required to be made.
Must complete 5 supervised rides per S-SV before being solo as a patient care provider.
Stays up to date and proficient with protocols and procedures, infrequent skills, and changes in treatments.
Responds to 911 calls, Community Care Program calls, and any other calls for service as requested and appropriate.
Completes paperwork for all calls dispatched, even if cancelled.
Completes paperwork for Community Care Program calls.
Completes any mandatory paperwork as required, such as APS or CPS reports.
Performs truck checks.
Performs equipment checks.
Performs shift duties.
Able to work on call shifts.

Firefighter Duties

Responds to lift assist calls within the city of Etna.
Performs truck checks.
Performs equipment checks.
Performs shift duties.
Completes any mandatory paperwork as required.
If not busy with a medical call, may respond an appropriate apparatus for the fire department in the city of Etna.

Approved By:

Ambulance Director: _____ Date: _____

Ambulance Commissioner: _____ Date: _____

City Administrator: _____ Date: _____

City of Etna

Agenda Request

Date of Meeting: 3/24/25

Spokesperson(s): City Council & Staff

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

Subject/Request: City Manager/Grants Manager Position

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

Continued discussion: Discuss/Approve advertising for a City Manager/Grant Manager position.

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

Please describe:

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City of Etna

City Manager Job Description

The City of Etna is excited to announce an employment opportunity to bring in a City Manager to assist the City Council in providing leadership and guidance to our city. Etna is a rural community located in Scott Valley in Siskiyou County, California.

Key Responsibilities:

Serve as the Chief Executive Officer of the City and oversee all City operations.

Provide leadership and direction to City staff and ensure effective communication and collaboration among departments.

Assist the City Council in the development and implementation of policies and procedures that promote the efficient and effective delivery of City services.

Prepare and manage the City's annual budget and ensure sound financial management practices.

Work closely with the City Council to develop long-range plans and goals for the City.

Represent the City in intergovernmental relations and with community organizations, businesses, and residents.

Ensure compliance with applicable laws and regulations.

Minimum Qualifications:

Strong leadership and organizational skills.

Excellent written and verbal communication skills.

Ability to build and maintain positive relationships with stakeholders, including City Council, staff, residents, and community organizations.

Desired Qualifications

Bachelor's degree in public administration, business administration, or a related field is preferred.

At least five years of experience in a senior management role in a nonprofit or public agency.

Knowledge of local government finance, including budgeting and accounting principles.

Knowledge of laws and regulations related to municipal operations.

Salary Range/Financial Compensation

Part Time – 80 hours a month at $35.00 to $45.00 per hour (depending on qualifications), including employee benefits which includes retirement and health insurance. The City of Etna would potentially entertain another structure or contractual agreement.

To apply, interested candidates should submit a letter of interest and a resume to Mayor Cliff Munson at c.munson@etnaca.com by April 24, 2023. The City of Etna is an equal opportunity employer and encourages applications from all qualified candidates.

City of Etna

Grants Manager Position

The City of Etna is searching for a methodical and strategic grants manager to work with our organization in enhancing funding models, identifying new sources of funding, and developing sustainable and effective grants programs.

Duties for the grants manager will include managing overall grant efforts, documenting payments and expenditures, optimizing the grant administration process, overseeing fundraising, preparing progress reports, ensuring compliance with grant regulations, reviewing grant proposals, managing grant databases, engaging with donor agencies, educating staff on policies, and preparing financial reports.

Your skills and expertise in successful grant management will aid our organization in serving the public by securing continuous funding, improving business opportunities through effective funding programs, and executing meaningful projects.

The ideal candidate for this role should have superior organizational skills, great leadership qualities, and exceptional budgeting and monitoring skills. The outstanding grants manager will ensure that grant programs operate efficiently, streamline grant administration, and keep our organization fiscally sound.

Responsibilities:

- Designing grant programs
- Determining funding needs
- Researching funding opportunities
- Reporting to the City Council
- Coordinating and engaging with grant writers
- Identifying support agencies
- Optimizing the grant administration process
- Managing timelines and deliverables
- Preparing and monitoring budgets
- Tracing grant applications

Desired Qualifications:

- Degree in business administration or equivalent preferred but not required
- Methodical and strategic thinking
- Good communication skills
- Excellent organizational skills
- Budgeting and accounting experience
- Computer literacy
- Knowledge of auditing policies
- Knowledge of donor agencies
- Strong writing skills

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Etna Fire Department
Monthly Council Meeting Update 03/24/2025

February 2025 Data

	Feb
total	14
Structure Fires	1
Other Fires	1
MVC	2
Medical	9
Lift Assist	0
Other AssistHazard	1
Missed-In town	1
Missed Mutual Aid	1
Etna calls	9
Out of town Calls	5

February 2024 Data

	Feb
total	16
Structure Fires	2
Other Fires	1
MVC	1
Medical	2
Lift Assist	7
Other Assist	0
Missed-In town	0
Missed Mutual Aid	3
Etna calls	8
Out of town Calls	8

Key: MVC- Motor Vehicle Collision
Other Assist/Hazards: Consists of smoke detector check, smoke check, carbon monoxide detector, flooding in a residence, etc.

BUILDING

There is hot water now at the station. A dryer was donated. Space is cleared for a washing machine. We are slowly going through everything to clean, purge and update the station as team members have availability.

EQUIPMENT

1411: Still under repair
1410: First out engine in town. Stocked and ready to respond
1412: Relief Valve leaking. Out of service for repair.
1413: MVC's, wildland, medicals. Stocked and ready to respond
1414: First out wildland engine. Stocked and ready to respond.
1430: Water tender. Under minor repair due to being parked outside with frozen pipes.

1401, 1410, 1413 & 1414 had new radios installed (that had been found in a box in a cupboard)

MEETINGS/TRAININGS

-We continue to train with SVFD, FJFD and the ambulance monthly.
-Larry and/or Teri have been attending the Fire Chief Association meetings quarterly.
-We continue to attend the Scott Valley Fire and Rescue Alliance meetings monthly.

EVENTS

-We participated in an EHS Senior Project Every 15 minutes on March 19.
-Scott Valley Multi Agency MCI Training Drill April 26.

GRANTS

-50/50 Turnout gear. Already submitted. Alan is monitoring status.
-SAFER (Staffing for Adequate Fire and Emergency Response). MOU signed with a person that will assist us with the grant writing. He was recommended to us and is familiar with this grant. If the grant doesn't change from last year, his cost will be reimbursed if we are awarded the grant.
- AFG for equipment was submitted by Chief Hess at FJFD that included all 3 volunteer departments in the valley. Will not hear any updates until at least July.

February 2025 Data

Total: 38 Billable: 23	Etna 9 FJ 5 SV 23 IFT 1	ALS 14	BLS 7	CXL 6	BLSD 1	Missed 6	AMA/BLS assess/ non billable : 3	AMA ALS Assess/ billable : 1	None: CCP MSAS or M11 rendezvous
								Days w/o calls: 7	
Feb 2024	Total: 27 Billable: 21 Days without calls: 12								

Key:

ALS: Advanced Life Support (paramedic level)
BLS: Basic Life Support (EMT level)
BLSD: Deceased on scene, no transport
AMA: Against Medical Advice (No transport)
CXL: Cancelled
IFT: Interfacilty Transfer (hospital to hospital)
MSAS: Mount Shasta Ambulance Service (we req them for a paramedic if needed)
M11: Salmon River Fire/Rescue (they req us for transport)
Etna: City limits of Etna
FJ: Fort Jones Town Limits
SV: Scott Valley outside of city/town limits

Upcoming training/classes/events:

March 30 – CHP Helicopter rescue training
April 26 – Scott Valley Multi Agency MCI Training Drill
April 21-30 PC 832

MISC

The President signed (H.R. 1968) to fund the federal government through the rest of the Federal Fiscal Year (FFY) ending September 30, 2025. The legislation includes several EMS-related provisions, including:

The legislation extends the current Medicare Extenders through the end of the FFY (September 30, 2025).

- *2% urban add-on payments*
- *3% rural add-on payments*
- *22.6% super-rural add-on payments*

CMS (Medicare) also released a finding after the 1st part of GADCS data collection was completed. They determined, and recognized, that 14.4% EMS calls are not being compensated and another 18.4% received only partial payment. The 2nd part of the data collection is currently underway. Hopefully this means higher reimbursements in the future to cover the cost of calls and maintenance.

I have received several praises to our team regarding our high standard, quality care from Fairchild Medical Center, S-SV EMS Authority and several citizens/patients.