

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF
YREKA HELD IN SAID CITY ON JUNE 11, 2019

On the 11th day of June 2019, the City Council of the City of Yreka met in the City Council Chambers of said City in special session, and upon roll call, the following were present: Deborah Baird, Joan Smith Freeman, Duane Kegg, and Norman Shaskey. Absent - Paul McCoy.

Mayor Freeman reported that item #3 and the closed session have both been pulled from the agenda.

Consent Calendar: Mayor Freeman announced that all matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Council wishes to remove an item for discussion or a member of the audience wishes to comment on an item:

- a. Approval/ratification of payments issued from May 17 through June 11, 2019.
- b. Approval of Minutes of the meeting held May 16, 2019.
- c. Adopt Resolution extending the suspension of Section 13.76.010 of the Yreka Municipal Code, allowing installation of Banners on Fairlane Road.

Following Council discussion, Councilmember Kegg moved to approve the items on the consent calendar as submitted.

Councilmember Shaskey seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried.

PUBLIC HEARING - to receive public comments regarding the Community Development Block Grant (CDBG) Program Income Waiver requests to the State of California, Department of Housing and Community Development (HCD) for use of Program Income Funds.

Finance Director Rhetta Hogan reported that the City received repayments from past housing rehabilitation loans and business loans through the Community Development Block Grant Program. This program income from the repayment of prior loans may be used for additional projects in the city without a new competitive award procedure. A public meeting was held on May 20, 2019 to solicit citizen input regarding community needs and project ideas. The projects identified were:

- a. The entrance, counter and restrooms at City Hall are not fully ADA compliant, and the restrooms are not readily available to the public during Council meetings. The goal of the City Hall ADA Remodel Project would be to develop a practical, cost-effective solution to these problems.
- b. Madrone Hospice Senior Services provides essential services to City residents. One such service is senior transportation to medical appointments, the bank, the grocery

store, Social Security and Post Offices, among others. The current Madrone bus is failing and requires many costly repairs. The goal of the Madrone Hospice Senior Services Bus Purchase would be to use Program Income to purchase a small bus to allow the Senior programs to continue.

This being the time and date of the Public Hearing, Mayor Freeman opened the public hearing to the audience. There being no statements or comments from the audience, Mayor Freeman closed the public hearing and opened discussion to the Council.

Following Council discussion, Councilmember Shaskey moved to direct staff to prepare applications for the City Hall ADA Remodel Project and the Madrone Hospice Senior Service Bus purchase for Council consideration at the next meeting.

Councilmember Kegg seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried

Chamber of Commerce:

- a) Adopt Resolution authorizing the execution of an Agreement with the Yreka Chamber of Commerce.
- b) Provide direction whether to exercise the option to have the Chamber office open during the summer.

City Manager Steve Baker reported that Staff has been working on a new agreement with the Yreka Chamber of Commerce for the period beginning July 1, 2019, as well as a lease agreement for a new location on Miner Street that will give the Chamber greater visibility.

The Agreement negotiated with the Chamber is for a one-year period beginning July 1, 2019. The agreement makes a number of changes to the existing agreement, including:

- It is a one-year agreement, previously it was open ended as long as the city appropriated funds.
- It includes the City paying rent at 320 Miner Street, including utilities (rent is \$750 per month).
- The contract amount is now \$53,000 per year, paid monthly which reflects a deduction of the current rent (\$350/month; \$4,200/Year), with a \$200 increase for garbage which is not included in the rental agreement.
- The Scope of Services has been amended to add the July 4 Event and to combine the Night of Lights with the Holiday Parade the Saturday after Thanksgiving. The Chamber will submit a planned list of events for the following year by March 1 of each year.
- The City has the option of requesting additional hours on Saturdays between Memorial Day and Labor Day for an estimated annual cost of \$2,000.
- Other provisions brought the insurance requirements current, amended the scope of services to reflect current and planned activities, requires an annual report and quarterly informal reports and other minor changes.

This agenda item has two parts. One is the approval of the agreement which includes the approval for the City to execute the lease agreement as guarantor of the rent.

In addition, the Council should decide whether to exercise the option of having the Chamber open on Saturdays during the summer. Since the agreement starts July 1, the first weekend for Saturday open would be the July 6th weekend and this would also include being open from Memorial Day weekend to June 30, 2020. There is a provision allowing proration of this amount if the Chamber has difficulty on the startup or for other reasons (e.g. if a temporary employee quits).

Fiscal Impact: Annual payments to the Chamber will total \$53,000 and annual rent will be an additional \$9,000 per year plus a one-time \$750 deposit. If the city decides to exercise the open Saturdays option, the total would be an estimated additional \$2,000 annually. This total of \$64,000 compares with the current costs of \$57,000.

Following Council discussion, Councilmember Shaskey moved to adopt Resolution No. 2019-18 authorizing the execution of an Agreement with the Chamber of Commerce.

Councilmember Kegg seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried

Provide direction whether to exercise the option to have the Chamber office open during the summer.

Following Council discussion, Councilmember Kegg moved to provide up to \$2,000 to have the Chamber office open during the summer.

Councilmember Shaskey seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried

Adopt a Resolution #2019-19 Granting an Easement to Yreka Golf Club, LLC and Authorizing Execution of All Documents Relating to the Transaction

Public Works Director Matt Bray reported that the City has discussed granting an easement to Yreka Golf Club to allow them access to their property, which they are currently attempting to sell.

Following Council discussion, Councilmember Shaskey moved to adopt the Resolution as submitted.

Councilmember Kegg seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried

Adopt Resolution #2019-20 accepting an easement deed from the Ying Wah Lee and Diana W.C. Lee Revocable Trust and authorizing execution of all documents relating to the transaction.

Public Works Director Matt Bray reported that as in the preceding agenda item, staff negotiated and reached an agreement for mutual access across the property owned by the Lees.

Following Council discussion, Councilmember Kegg moved to adopt the Resolution as submitted.

Councilmember Shaskey seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried

Ratify letter of opposition to Assembly Bill 516 (Chiu) Authority to Remove Vehicles.

City Manager Steve Baker reported that Assembly Bill 516 would change state statues that deal with towing of vehicles from City Streets. Among other things, the bill would delete state laws that permit towing for unpaid parking fines, registration more than 6 months old, and vehicles parked on the streets for more than 72 hours.

Because this bill was moving quickly through the legislative process with little opposition and the next hearing on the bill could be heard as early as June 11, the Mayor executed the letter and sent it in. This agenda item is to ratify that decision.

Following Council discussion, Councilmember Shaskey moved to ratify sending a letter of opposition to Assembly Bill 516 (Chiu) Authority to Remove Vehicles.

Councilmember Baird seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried

Direction to Staff – Fire Department:

- a. Prepare a Resolution accepting and funding the addition of a fulltime paid Fire Chief Position.
- b. Prepare a supplemental appropriation and recommend approval of contract signing authority to the City Manager to engage recruitment services specializing in fire chief position placement.

City Manager Steve Baker, Finance Director Rhetta Hogan and Yreka Volunteer Fire Chief Jerry Lemos addressed the Council reporting that the Audit, Debit, and Investment Committee discussed the City's ability to fund a paid position for Fire Chief, as recommended in the Emergency Service Consulting International study. The purpose of this agenda item is to bring the discussion back to the full council. The first direction is whether to request staff to bring back a formal action to create the full time Fire Chief position and allocate funding.

It is estimated that a full-time position would cost \$93,891 in salary plus \$67,167 in benefits. A one-time fee for professional recruitment services is estimated to be \$15,000, which would encompass a myriad of services including the development of a job description, standards for physical abilities, base-line experience, professional recruitment of fire industry professionals to help ensure performance expectations from qualified applicants.

Following Council discussion, Councilmember Shaskey moved to direct staff to prepare a Resolution accepting and funding the addition of a fulltime paid Fire Chief position and to prepare a supplemental appropriation and approve contract signing authority to the City Manager to engage recruitment services specializing in fire chief position placement.

Councilmember Kegg seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and Shaskey.

Mayor Freeman thereupon declared the motion carried

ADJOURNMENT There being no further business before the Council the meeting was adjourned.

Attest:

Joan Smith Freeman, Mayor
Minutes approved by Council
Motion June 20, 2019

Elizabeth E. Casson, City Clerk