

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
YREKA HELD IN SAID CITY ON AUGUST 20, 2020

On the 20th day of August 2020, the City Council of the City of Yreka met in regular session, and upon roll call, the following were present: Deborah Baird, Joan Smith Freeman, Duane Kegg, Paul McCoy, and Norman Shaskey. Absent - None.

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 July 31 through August 13, 2020.
- b. Approval of Minutes of the meeting held August 6, 2020.
- c. Waive Full Text Reading of All Ordinances on the Agenda. Ordinances shall be introduced and adopted by title only.

Councilmember Baird requested that item 1a be pulled for discussion.

Following Council discussion, Councilmember McCoy moved to approve items 1 b & c on the consent calendar as submitted.

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

Mayor Freeman thereupon declared the motion carried.

Approval/ratification of payments issued from July 31 through August 13, 2020.

Following Council discussion, Councilmember Baird moved to approve the payments issued from July 31 through August 13, 2020 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.

Municipal Code Amendments: Proposed amendments include revisions to Revise Title 16 Zoning to include recent State law requirements regarding Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU):

- Public Hearing
- Adopt Ordinance #854 - An Ordinance of the City of Yreka amending Title 16 Zoning by adding to Section 16.12.045 Accessory Dwelling Units, the definition of "Junior Accessory Dwelling Unit" and amending the following Sections: Chapter 16.18 – Single-Family Residential R-1 (1-6 units per acre), 16.18.050 – Permitted Uses; Chapter 16.20 – Medium Density Residential R-2 (1-13 Units per acre), 16.20.050 – Permitted

Uses; Chapter 16.22 – High Density Residential R-3 (1-16 units per acre), 16.22.050 Permitted Uses; and Chapter 16.24 – Residential Agriculture R-A (one acre minimum), include Junior Accessory Dwelling Units; Chapter 16.34 Commercial Downtown C-2 Conditional Uses; Chapter 16.36 Commercial Highway (CH) 16.36.070 Conditional Uses; Chapter 16.46 – Special Provisions, 16.46.170 – Accessory Dwelling Units amended to comply with Government Code Sections 65852.2 and 65852.22; deleting Section 16.26.080 of Chapter 16.26 – Second Units in Residential Zones; and finding that the Ordinance is exempt from CEQA.

PUBLIC HEARING: This being the time and date set for the public hearing, Mayor Freeman opened the public hearing. There being no statements or comments from the public, Mayor Freeman closed the public hearing and opened discussion to the Council.

City Manager Baker provided the Council with a memorandum reporting that the City Council introduced this Ordinance, at its meeting held August 6, 2020 and this Ordinance is now scheduled for possible adoption. A public hearing notice has been published in the Siskiyou Daily News inviting comment on the proposed Ordinance, as well as a summary of the proposed Ordinance. A full copy of the Ordinance is available on the City Website and in the City Clerk's Office at City Hall.

Adopt Ordinance #854 - An Ordinance of the City of Yreka amending Title 16 Zoning by adding to Section 16.12.045 Accessory Dwelling Units, the definition of "Junior Accessory Dwelling Unit" and amending the following Sections: Chapter 16.18 – Single-Family Residential R-1 (1-6 units per acre), 16.18.050 – Permitted Uses; Chapter 16.20 – Medium Density Residential R-2 (1-13 Units per acre), 16.20.050 – Permitted Uses; Chapter 16.22 – High Density Residential R-3 (1-16 units per acre), 16.22.050 Permitted Uses; and Chapter 16.24 – Residential Agriculture R-A (one acre minimum), include Junior Accessory Dwelling Units; Chapter 16.34 Commercial Downtown C-2 Conditional Uses; Chapter 16.36 Commercial Highway (CH) 16.36.070 Conditional Uses; Chapter 16.46 – Special Provisions, 16.46.170 – Accessory Dwelling Units amended to comply with Government Code Sections 65852.2 and 65852.22; deleting Section 16.26.080 of Chapter 16.26 – Second Units in Residential Zones; and finding that the Ordinance is exempt from CEQA.

Following the reading of the title of the Ordinance and Council discussion, Councilmember Kegg moved to adopt Ordinance # 854 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.

Adopt Resolution # 2020-24 authorizing an application for funding and the execution of a grant agreement and any amendments thereto for the FY 2020 US Economic Development Administration's Public Works and Economic Adjustment Assistance Program.

Arthur Boyd, Municipal Projects Manager, provided the Council with a Memorandum reporting that as part of the 2020 CARES Act in response to the COVID-19 pandemic, the US Economic Development Administration (EDA) has made grant funding available for economic development. The Siskiyou County Economic Development Council wishes to submit an application in partnership with the City to the EDA Seattle Regional Office.

There will be labor costs incurred by the Public Works Department for the preparation of the grant application, to oversee project deliverables, participate in the strategic planning process, and perform administrative and reporting tasks required to manage the grant.

The total project budget is \$250,000 with SCEDC contributing 10% of the non-federal cash match (\$25,000). The City is requesting a waiver of cash match due to extenuating financial circumstances related to the COVID-19 pandemic.

Quintin Gaddy addressed the Council on behalf of Siskiyou Economic Development to answer any questions regarding the proposed application.

Following Council discussion, Councilmember Kegg moved to adopt Resolution No. 2020-24 as submitted.

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

Mayor Freeman thereupon declared the motion carried.

Adopt Resolution # 2020-25 authorizing an application for funding and the execution of a Grant Agreement and any Amendments thereto for the FY 2021 Environmental Workforce Development and Job Training (EWDJT) Grant.

Public Works Director Matt Bray provided the Council with a memorandum reporting that as a Permittee under the California Municipal Separate Storm Sewer Systems (MS4) Order, the City of Yreka is required to develop and implement a training program for all staff who, as part of their normal job responsibilities, may be notified of, come into contact with, or otherwise observe an illicit discharge or illegal connection to the storm drain system.

The Environmental Protection Agency's (EPA) Environmental Workforce Development and Job Training Grant program allows applicants to deliver an array of training in the environmental field including wastewater treatment training, such as: wastewater treatment facility operations (treatment, collection storage, and disposal) training; decentralized wastewater treatment systems maintenance, or other related wastewater management topics.

There will be labor costs incurred by the Public Works Department for the preparation of the grant application, to oversee project deliverables, participate in the strategic planning process, and perform administrative and reporting tasks required to manage the grant.

Following Council discussion, Councilmember Kegg moved to adopt Resolution No. 2020-25 as submitted.

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

Mayor Freeman thereupon declared the motion carried.

Public Hearing to Discuss the FY 2020 Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1) Application and to Solicit Citizen Input.

Cynthia Lynch, Municipal Projects Manager provided the Council with a memorandum reporting that on August 6, 2020, the City held a public meeting to discuss potential applications for the 2020 CDBG-CV1 Notice of Funding Availability (NOFA) and to solicit citizen input regarding community needs and project ideas.

The City's funding allocation is \$85,417. The funding must be used to directly address the COVID-19 pandemic and cannot supplant previously budgeted funds. One potential project, the creation of an Economic Development Program to create and retain low-moderate income jobs, was submitted by the Siskiyou Economic Development Council (SEDC).

The project involves a joint grant application with Siskiyou County and other cities for funding to create the program. In accordance with the Draft MOU, the SEDC will administer the program, and the City of Dunsmuir will submit the application and be the main CDBG contact and grant administrator. The City of Yreka will retain advisory capacity, and CV1 funds allocated to the City will be used to assist Yreka businesses.

This being the time and date set for the public hearing, Mayor Freeman opened the Public Hearing.

City Manager Steve Baker read the following into record: The purpose of this VIRTUAL public hearing is to provide citizens with pertinent information and to discuss a potential project for funding under the State-administered Community Development Block Grant Program, Coronavirus Response Round 1 (CDBG-CV1) Notice of Funding Availability for FY 2020, published June 5, 2020.

The City of Yreka's allocation for the CDBG-CV1 Program is anticipated to be \$85,417. The City has no unallocated Program Income Funds to use for this project.

Eligible activities under the CDBG program must meet one of the three national objectives listed in federal statutes: benefit to low-moderate income households or persons; elimination of slums and blight; or meeting urgent community development need (with prior department approval).

Eligible activities under the CDBG-CV1 program include: public services to respond to COVID-19 impacts, public facility improvements to increase capacity for healthcare facilities, public facility acquisition to increase healthcare facility capacity, acquisition and/or improvement of

housing facilities for persons experiencing homelessness, business assistance, and microenterprise assistance.

On August 6, 2020 at 6:40 PM, within the time of the regular City Council meeting, the City of Yreka held a VIRTUAL public meeting to discuss potential applications for this NOFA and to solicit citizen input regarding community needs and project ideas.

One project was proposed in the public meeting by the Siskiyou Economic Development Council (SEDC). The project is a joint program with multiple cities and Siskiyou County to provide business and microenterprise assistance to facilitate economic recovery from the COVID-19 pandemic. The City plans to apply its CDBG-CV1 funding to this proposed program.

Anyone with questions, comments or suggestions during the hearing, please identify yourself by name before you speak. We will include your names in the minutes and we would like to specifically respond to your questions and suggestions during the hearing.

Quintin Gaddy addressed the Council on behalf of Siskiyou Economic Development to answer any questions regarding the proposed application.

There being no further statements or comments from the Public, Mayor Freeman closed the public hearing and opened discussion to the Council.

Adopt a Resolution # 2020-26 Approving a Joint Application for the FY 2020 Community Development Block Grant Coronavirus Response Round 1 (CDBG-CV1) NOFA and the Execution of a Grant Agreement and Memorandum of Understanding.

Following Council discussion, Councilmember McCoy moved to adopt Resolution No. 2020-26 as submitted.

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

Mayor Freeman thereupon declared the motion carried.

Adopt a Resolution # 2020-27 Expressing Intent to File an Application for Federal Assistance with the United States Department of Agriculture Rural Development (USDA- RD) Rural Utilities Services for the Highway 3 Sewer Interceptor Project.

Cynthia Lynch, Municipal Projects Manager, provided the Council with a memorandum reporting that the impending Caltrans Highway 3 Rehabilitation Project has presented the City with serious financial and logistical challenges regarding its water and sewer lines in the Caltrans right of way. The City must quickly find funding for the relocation of these utility lines or risk having them destroyed during the paving project. One promising source of funds is the USDA Rural Development Rural Utilities Services Program. With Council's approval, City staff members have been working with our local USDA-RD representative and PACE Engineering to complete the initial financing application process for the sewer portion of the utility work.

The USDA-RD application process requires that the City publish a Notice of Intent to file a loan application in a newspaper of local circulation and that the City Council adopt a Resolution authorizing City Representatives to serve as points of contact and to provide information to USDA for processing of the preliminary application. A preliminary Notice of Intent was published in the Siskiyou Daily News on July 29, 2020, and the Resolution, if adopted tonight, will express the City's Intent to apply.

Following Council discussion, Councilmember Kegg moved to adopt Resolution No. 2020-27 as submitted.

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

Mayor Freeman thereupon declared the motion carried.

Authorize the Assistant Fire Chief as a stipended position within the Fire Department.

Volunteer Fire Department Chief Jerry Lemos provided the Council with a memorandum reporting that on June 4, the Council discussed the stipended Assistant Fire Chief position and asked that it be brought back for further discussion at a later meeting. At the last workshop, the item was set for discussion at this meeting

During the recruitment of the City's first full-time Fire Chief, we discussed having a stipended Assistant Chief to assist with the management of the volunteer Fire Department. That position was not formally recognized; however, the funds are budgeted in the Fire Department budget at the stipend level of the former volunteer Fire Chief. The Fire Chief will appoint and manage the Assistant Fire Chief.

The purpose of this requested action is to formally recognize the position of Assistant Chief as a stipended position within the Department. Staff believes that the formal appointment of the Assistant Chief at this level of responsibility will enhance the success of the Chief as the Fire Department transition continues. The proposed stipend for the Assistant Chief is \$14,200 per year. There are no benefits.

Following Council discussion, Councilmember Shaskey moved to authorize the Assistant Fire Chief as a stipended position within the Fire Department.

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

Mayor Freeman thereupon declared the motion carried.

Appoint Mayor Joan Smith Freeman as voting delegate and Mayor Pro-tempore Kegg as the alternate voting delegate to the 2020 Annual League of California Cities Conference to be held October 7-9, 2020.

Following Council discussion, Councilmember McCoy moved to appoint Mayor Joan Smith Freeman as voting delegate and Mayor pro-tempore Kegg as the Alternate to the 2020 annual League of California Cities Conference to be held October 7-9, 2020.

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

Mayor Freeman thereupon declared the motion carried.

Continuation of Urgency Ordinances 855 and 856.

Following Council discussion, Councilmember Kegg moved to approve the continuation of Urgency Ordinances 855 and 856.

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

Mayor Freeman thereupon declared the motion carried.

Change the Public Comment Period from Five minutes to Three minutes – Councilmember McCoy.

Following Council discussion, Councilmember McCoy moved to direct staff to prepare an Ordinance changing the public comment period from five minutes to three minutes.

Councilmember Kegg seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey. Mayor Freeman thereupon declared the motion carried

Change the meeting date for City Council Meetings from Thursday nights to Tuesday nights, effective in January 2021 – Councilmember McCoy.

Following Council discussion, Councilmember McCoy moved to direct staff to prepare an Ordinance changing the City Council meetings from Thursdays to Tuesdays effective January 2021.

Councilmember Baird seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, and McCoy. Nays: Shaskey. Mayor Freeman thereupon declared the motion carried.

Allowing Public to be Physically Present at Council Meetings – Mayor Pro-tempore Kegg.

Following Council discussion, Councilmember Kegg moved to allow up to 8 members of the public to attend City Council meetings, as long as social distance requirements can be maintained and that masks are mandatory.

Councilmember Shaskey seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey. Mayor Freeman thereupon declared the motion carried.

Workshop Calendar.

City Manager Baker provided the Council with a proposed workshop calendar for the 2nd Thursdays through the end of the year. The workshops will start at 4 p.m., with the exception of the October 8 workshop, which may need to start at 6:30.

Following Council discussion, Councilmember Kegg moved to approved the workshop schedule, with targeted subjects for each workshop.

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

Mayor Freeman thereupon declared the motion carried.

CLOSED SESSION:

1. Conference with Legal Counsel - Anticipated Litigation

Initiation of litigation pursuant to Subdivision (c) of Section 54956.9 of the Government Code: (Number of cases to be discussed – 1 - The names of the parties are not disclosed, as it is believed that that to do so would jeopardize the City's ability to serve process or to conclude existing settlement negotiations to the City's advantage).

RETURN TO OPEN SESSION: Upon return to open session, City Manager Baker reported that no reportable action was taken in closed session.

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

Attest:

Joan Smith Freeman, Mayor
Minutes approved by Council
Motion September 3, 2020

Elizabeth E. Casson, City Clerk