

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
YREKA HELD IN SAID CITY ON OCTOBER 15, 2020

On the 15th day of October 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 September 25 through October 8, 2020.
- b. Approval of Minutes of the meeting held October 1, 2020.
- c. Waive Full Text Reading of All Ordinances on the Agenda. Ordinances shall be introduced and adopted by title only.

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

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.

Adopt Resolution # 2020-35 approving Agreement with Yreka Transfer Company for the Collection of Solid Waste Within the City of Yreka.

Finance Director Rhetta Hogan provided the Council with a memorandum reporting that Yreka Transfer has served the City's needs for waste hauling in excess of 25 years. The proposed Agreement for the Collection of Solid Waste within the City will renew the franchise for an additional five (5) years. The franchise fee is currently 4% of gross receipts, and as proposed will increase over the term to 5%. The current franchise Agreement was entered into on November 7, 2015, and expires October 31, 2020.

Yreka Transfer has an extensive recycling program and although the recycled product commodity prices and coronavirus impacts have closed many recycling centers statewide, Yreka Transfer remains committed to its recycling program.

The City surveyed solid waste hauling franchise fees compared to other agencies. The City's fee structure remains competitive, though on the lower side of the fee spectrum. Also, noted in that same survey was that other cities in Siskiyou County do not have a franchise fee.

Staff is recommending renewal of the franchise agreement with an effective date of November 1, 2020. At some point in the future, additional solid waste stream reduction mandates, expansion of recycling goals, and organics recycling programs may need to be incorporated into the franchise agreement.

The contract is not an exclusive franchise agreement; the franchisee understands that, any competitor would be subject to the same terms and conditions. In the event that the council wishes for more information or changes, a six to twelve-month extension is recommended to allow time for such changes.

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, McCoy and Shaskey. Mayor Freeman thereupon declared the motion carried

Approval of a Supplemental Appropriation in the amount of \$15,000 for Professional Services for the Statewide Park Development and Community Revitalization program for the Yreka City Pool Project.

Arthur Boyd, Municipal Projects Manager provided the Council with a memorandum reporting that the City is applying for an \$8.5 million-dollar Statewide Park Development and Community Revitalization Program grant through the California Department of Parks and Recreation. This is the fourth and final round of the program.

Expenses may include the cost of professional services to design schematics, preliminary site grading, and site plans, all of which are necessary to complete the grant application process.

Staff is requesting a supplemental budget appropriation of fifteen thousand dollars (\$15,000) for expenses necessary to prepare the grant application. This is a general operating fund expense. However, if the City is awarded the grant, then these costs would be an eligible capital projects grant expense.

Following Council discussion, Councilmember McCoy moved to approve the supplemental appropriation in the amount of \$15,000 as requested.

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

Introduce Ordinance # 858 amending Section 1.24.010 (“Regular Meetings”) of the Yreka Municipal Code to change and fix the day of City Council Meetings, and finding the adoption of this Ordinance to be exempt from CEQA.

City Manager reported that at the request of the City Council, this Ordinance was amended and brought back for possible introduction. This Ordinance if adopted would change the date of the City Council meetings from Thursdays to Tuesdays, effective January 1, 2021.

Following the reading of the title of the Ordinance and Council discussion, Councilmember Baird moved to introduce the Ordinance 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

Approval of Agreement with Bluefin Payment Systems for Merchant Credit Card Services for Point of Sale/Transaction Credit Card Services, and authorize the City Manager and Finance Director to execute the necessary agreements for Card Merchant Services, and that the convenience fee for card services be passed onto the customer.

Finance Director Rhetta Hogan provided the Council with a memorandum reporting that the City needs to expand remote and at the counter transaction payment services, especially in the midst of the current coronavirus pandemic.

In April of 2020, the City migrated its financial and transactional software to a Cloud environment. That migration opened up the opportunity of the City to have iPad Pay stations which could allow staff to process all other kinds of credit card payments at the counter, and or at their desk over the phone for all other transactions besides utility payments through the City's cash receipts module. These transactions include dog licenses, businesses licenses, building fees, encroachment permits, and all cash receipt transaction.

The City's existing contract with Bluefin payments system is exclusive for the utility billing online portal. That agreement has special merchant rates for those transactions. At present, the City absorbs the merchant fees which are fixed at \$0.75 VISA and \$0.65 Mastercard per transaction.

To incorporate additional payment services, the City will need to execute a second agreement, to accommodate all other transactions. The merchant fees for these services are still very favorable, but are on a sliding scale of a \$0.30 fixed charge, ad 0.45% variable charge, and \$1.00 processing fee if the card is not swiped through the iPad device, e.g. card information received over the phone or in the mail on renewal forms.

The Finance Committee met on September 30, 2020 to discuss the agreement and evaluate whether or not these fees should be absorbed ty the City, or passed on to the customer by way of a convenience fee charge. For example, a \$30 dog license renewal by phone would cost an additional \$1.43 more. An in-town business license renewal \$34 swiped at the counter through the card reader at the counter would cost approximately \$0.46 more.

The Finance Committee recommended that the merchant card fees be passed onto the customer as a convenience charge and not absorbed by the City.

Following Council discussion, it was the consensus of the Council to table this matter to enable the Finance Director to obtain more information regarding the merchant fees.

City Treasurer's Report: Discussion/Possible Action – Acceptance of:

- Cash Balance – June 30, 2020

- Quarterly Treasurer's Investment Report – June 30, 2020

Following Council discussion, Councilmember Baird moved to accept the City Treasurer's Reports 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

Continuation of Urgency Ordinance 855.

Following Council discussion, Councilmember McCoy moved to continue Urgency Ordinance # 855 as adopted.

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.

CLOSED SESSION:

1. Closed session to consider the employment or appointment of a public employee Cal. Gov't Code §54957.
2. 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 November 5, 2020

Elizabeth E. Casson, City Clerk