

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF  
YREKA HELD IN SAID CITY ON JANUARY 11, 2018

On the 11<sup>th</sup>. day of January 2018, the City Council of the City of Yreka met in the City Council Chambers of said City in regular session, and upon roll call, the following were present: Deborah Baird, Robert Bicego, Joan Smith Freeman, Duane Kegg, and Norman Shaskey  
Absent - None.

Authorize the Finance Director to amend the expenditure budget and ratify the City Manager's execution of a consultant Task Order with PACE Engineering for the Waste Water Treatment Plant Permit Update in the total amount of \$60,000.

Public Works Director Matt Bray reported that in December 2017 the Regional Water Quality Control Board notified the City of pending updates for the operating permit of the Waste Water Treatment Plan. The current permit was issued in 2003 after a Cease and Desist Order was rescinded. The Cease and Desist order was resolved by eliminating the use of the settling ponds and through the construction of certain plan improvements including the sub-surface effluent disposal field.

The permit update requires the City to submit substantial technical information and engineering calculations in order to accurately characterize the waste stream. PACE Engineering has assisted the City with planning numerous projects and preparing various studies that will provide much of the information needed for submission to the Water Board.

Due to the short deadline imposed by the Water Board, the City Manager has already executed a task order to get PACE started on this work. At this time, staff requests that the City Council ratify the City Manager's execution of this task order and authorize the Finance Director to amend the budget for this unanticipated expenditure, which will be paid through the Waste Water Enterprise Fund.

Following Council discussion, Councilmember Shaskey moved to authorize the Finance Director to amend the expenditure budget and ratify the City Manager's execution of a Consultant Task Order with PACE in the amount of \$60,000 to be paid from the Waste Water Enterprise Fund.

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

Mayor Freeman thereupon declared the motion carried.

Workshop #2 – Strategic Planning – Discuss and provide direction. (Strategic Pathway for Prosperity).

City Manager Baker reported that at the December 12, 2017 workshop, staff presented information on most of the goals and objectives from the March 2017 workshop as well as a discussion of staffing necessary for succession, training and implementation. Because of time, we did not get to the capital projects section.

The Council did work through some of the goals and asked for additional information. Some of the goals need to be clarified. There may also be additions or deletions. Finally, the goals need to be prioritized so that implementation plans can be prepared.

The proposed order for tonight's agenda then would be:

1. Staff presentation of capital projects
2. Review of goal changes at the last meeting
3. Review of other goals not discussed (including additions or deletions)
4. Prioritization of goals.
5. If time permits: Discussion of staffing alternatives.

Staff will take this information and create a streamlined list of the goals and begin creating implementation plans for achieving these goals, beginning with the highest priority goals. Preparation of the City's two-year budget will be starting in the next two months and incorporation of the Council's strategic goals should be included to the extent that the costs can be determined.

At the last meeting, the Council indicated a willingness to have regular workshop dates (currently the second Thursday of the month). As additional workshop meetings are needed, either to complete this process or to further discuss implementation plans or other issues, those items would be scheduled for future city workshops.

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

Attest:

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Joan Smith Freeman, Mayor  
Minutes approved by Council  
Motion January 18, 2018

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Elizabeth E. Casson, City Clerk