

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
YREKA HELD IN SAID CITY ON NOVEMBER 1, 2018

On the 1ST. day of November 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, Joan Smith Freeman, Duane Kegg, and Norman Shaskey Absent - Robert Bicego.

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 October 19 through November 1, 2018.
- b. Approval of Minutes of the meeting held October 18, 2018.

Following Council discussion, Councilmember Baird 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.

Adopt a Grants Management Policy.

City Manager Steve Baker reported that at the October 18, 2018 Council meeting a Grants Management Policy was introduced. After Council discussion, staff was directed to make minor edits to the policy and to bring the item back to Council for approval.

The following edits have been incorporated into the "Procedures-City Council" section of the policy:

- An item reading "*Approves proposals to apply for grants in excess of \$25,000*" has been added as Item 1.
- The original Item 1 is now Item 2 and has been amended to read "*Approves and accepts grant funds, approves and appropriates matching funds, and authorizes the City manager to execute necessary documents and to report back to City Council.*"

Following Council discussion, Councilmember Shaskey moved to adopt the Grants Management Policy 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

Authorize City Staff to advertise a Request for Proposals for Asset and Operations Management Software and Professional Services.

Public Works Director Matt Bray reported that one expected outcome of the City's asset management project is the ongoing development of the City's existing utility and base map data into a cohesive system for tracking, editing and analyzing asset information and connecting the asset (e.g., sewer line, manhole, etc.) to its physical location. This management database, while useful alone, is most powerful when used to support and interact with operations management such as preventive maintenance scheduling, inspection history, and future maintenance budget planning.

To achieve this end, the City requires a vendor to provide an Asset and Operations Management software system and hosting, along with necessary product support, implementation and training. The effective pairing of asset management through GIS and operations management would increase efficiency and productivity for Public Works, and would benefit both citizens and employees by allowing the City to:

- Recognize and optimize the useful life of the City's assets and the funds invested in them.
- Integrate mapping, scheduling, and asset management databases to create one powerful system.
- Provide citizens with multiple means of making requests while preventing redundancies.
- Simplify inspection, maintenance and repair processes and increase simple collaboration between departments.
- Supervise and support employees in the field efficiently, thereby saving time and City funds.
- Track assets and expenses more effectively and assist with future budgeting.

Following Council discussion, Councilmember Kegg moved to authorize staff to advertise for the Request for Proposals as submitted.

Councilmember Bicego arrived and took his seat at the Dais.

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

Mayor Freeman thereupon declared the motion carried

City Treasurer's Report – Approval of:

- Treasurer's Monthly Cash Balances Report – September 2018

- Budget of Revenue and Expenditures with Year-to-Date Actuals through September 2018
- Quarterly Treasurer's Investment Report – 1st Quarter Fiscal Year 2018/2019
- Quarterly Fiscal Performance Report – 1st Quarter Fiscal Year 2018/2019

Following Council discussion, Councilmember Bicego moved to approve the Treasurer's Reports as submitted.

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

CLOSED SESSION:

1. Conference with Real Property Negotiator (Government Code Section 54956.8)
 Property: AP Numbers: 062-251-240, 062-051-260 and 062-051-300
 City Negotiators: City Manager and Director of Public Works
 Third Party Negotiator: Ladd E. and Kyle S. Johnson.
 Under Negotiation: Possible purchase including price, terms of payment, or both.
2. Conference with Real Property Negotiator (Government Code Section 54956.8)
 Property: AP Number: 062-051-230
 City Negotiators: City Manager and Director of Public Works
 Third Party Negotiator: Dick Janson
 Under Negotiation: Possible purchase including price, terms of payment, or both.
3. 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 out that direction was given to the negotiators as to items 1 and 2, and that no further 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 15, 2018

 Elizabeth E. Casson, City Clerk