YREKA CITY COUNCIL
AGENDA
October 4, 2012 – 6:30 P.M.
Yreka City Council Chamber 701 Fourth Street, Yreka, CA

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS: This is an opportunity for members of the public to address the Council on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Council has the right to reasonably limit the length of individual comments. Pursuant to Yreka Municipal Code Section 1.24.170 those addressing the Council shall limit their remarks to five minutes. For items, which are on this agenda, speakers may request that their comments be heard instead at the time the item is to be acted upon by the Council. The Council may ask questions, but may take no action during the Public Comment portion of the meeting, except to direct staff to prepare a report, or to place an item on a future agenda.

SPEAKERS: Please speak from the podium. State your name and mailing address so that City Staff can respond to you in regard to your comments, or provide you with information, if appropriate. You are not required to state your name and address if you do not desire to do so.

1. Discussion/Possible Action - Consent Calendar: 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. The City Manager recommends approval of the following consent calendar items:
   a. Approval of Minutes of the meeting held September 20, 2012.
   b. Approval of Warrants issued from September 21, 2012 through October 4, 2012.

2 Discussion/Possible Action – Approval of Appointment to the Yreka Planning Commission.

3. Discussion/Possible Action - Adopt Ordinance No. 830 amending Section 11.23.050 (c) of the Yreka Municipal Code relating to Developer Impact Fees for Fire Sprinkler Systems in single family residences.

4. Discussion/Possible Action – Approval of AQ2 and Canon Payment Processing Solution Proposal from Technologies Unlimited Inc., and authorize the City Manager and all other proper officers and officials of the City to execute such other agreements, documents and certificates, and to perform such other acts and deeds as may be necessary or convenient to implement the proposal.

5. Discussion/Possible Action – Report of City Attorney regarding Conflict of Interest Code of the City of Yreka.

6. Discussion/Possible Action - Approval of all Warrants payable to Siskiyou County Economic Development Council from September 21, 2012 through October 4, 2012.

City Manager Report:

Council Statements and Requests: Members of the Council may make brief announcements or reports or request staff to report to Council on any matter at a subsequent meeting.

CLOSED SESSION:

1. Pending Litigation: Conference with Legal Counsel pursuant to Government Code § 54959.9 on the Matter of California Department of Fish and Game and the City of Yreka/Fall Creek Pump Facility Incident July 29, 2010.

2. Conference with Real Property Negotiator (Government Code Section 54956.8)
   Property: Assessor Parcel No. 053-681-070
   Third Party Negotiator: Cliff Brown, Phillipe Lane Industrial Park
   City Negotiators: City Manager and City Attorney
   Under Negotiation: Possible purchase including price, terms of payment, or both.

3. Personnel pursuant to Government Code §54957, consider public employee performance evaluation for the position of City Attorney.

4. Personnel pursuant to Government Code §54957, consider public employee performance evaluation for the position of City Manager.

RETURN TO OPEN SESSION: Announcement of any action taken by the City Council in Closed Session required by the Ralph M. Brown Act. (Government Code Section 54950 et. seq.)

Adjournment.

In compliance with the requirements of the Brown Act, notice of this meeting has been posted in a public accessible place, 72 hours in advance of the meeting.

All documents produced by the City which are related to an open session agenda item and distributed to the City Council are made available for public inspection in the City Clerk's Office during normal business hours.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the City Clerk 48 hours prior to the meeting at (530) 841-2324 or by notifying the Clerk at casson@ci.yreka.ca.us.

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF YREKA HELD IN SAID CITY ON SEPTEMBER 20, 2012

On the 20th day of September 2012, 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: Rory McNeil, John Mercier and David Simmen. *Tardy – Robert Bicego. Absent – Bryan Foster.

Consent Calendar: Mayor Simmen 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 of Minutes of the meeting held September 6, 2012.
b. Approval of Warrants issued from September 7, 2012 through September 20, 2012.
c. Approval of Treasurer's Report and budget to actual for the Month of June 2012.
d. Approval of Treasurer's Quarterly Report dated June 2012.
e. Discussion of AT&T Notify System, and authorize the City Manager and all other proper officers and officials of the City to execute such other agreements, documents, and certificates, and to perform such other acts and deeds, as may be necessary or convenient to implement the AT & T Notify System.

Following Council discussion, Council Member McNeil moved to approve the items on the consent calendar as submitted.

Council Member Mercier seconded the motion, and upon roll call, the following voted YEA: McNeil, Mercier and Simmen.

Mayor Simmen thereupon declared the motion carried.

Adopt Resolution No. 2990 approving requests associated with special event known as the Chris Lopez Classic to be held at Upper and Lower Greenhorn Park on June 15, 2013.

Following Council discussion, Council Member Mercier moved to adopt Resolution No. 2990 as submitted.

Council Member McNeil seconded the motion, and upon roll call, the following voted YEA: McNeil, Mercier and Simmen.

Mayor Simmen thereupon declared the motion carried.

*Council Member Bicego arrives and took his seat at the Council table at 6:35 pm.

Introduce Ordinance No. 830 amending Section 11.23.050 (c) of the Yreka Municipal Code relating to Developer Impact fees for Fire Sprinkler Systems in single family residences.

City Manager Baker reported that this Ordinance is designed to implement the 2010 California Building Code which requires private fire protection in new single family residential construction. Staff has identified changes which should be made in Chapter 11.23 of the Yreka Municipal Code to reflect the new law requiring fire sprinklers.

Following the reading of the title of the Ordinance and Council discussion, Council Member McNeil moved to waive the reading of the body of the Ordinance and to introduce the Ordinance as submitted.

Council Member Simmen seconded the motion, and upon roll call, the following voted YEA: Bicego, McNeil, Mercier and Simmen.

Mayor Simmen thereupon declared the motion carried.

Miner Street Farmers Market - Discussion/Possible Action – Adopt Resolution No.2991amending dates of the Special Event known as the Miner Street Market to end September 28, 2012; and authorizing City Manager to approve street closure for alternate location and dates.

City Manager Steve Baker reported that on March 15, 2012, the City Council authorized the issuance of a Special Event permit for the Miners Street Farmers Market. At the time of the approval, the City Council discussed that the market was an experiment and should be evaluated to see, among other things, if it created any problems for local businesses on Miner Street.

City Manager Baker further reported that over the last week, the City received a number of complaints about the impacts of the farmers market on businesses on Miner Street and that on September 13, he contacted businesses on the block where the farmers market was being held.

Between the complaints and the discussion with local businesses, it appears that while the Farmers Market has brought visitors to Miner Street, some merchants believe that the blocking of the street has created parking and access problems affecting their sales negatively, net of any increases from the market. While supportive of the market in general, these businesses have suggested that the market be moved.

The Economic Development Council and staff have talked to Horse Creek Farms (the market manager) to see if moving the market is feasible. Despite research of alternate location on Miner Street, the merchants did not believe this would solve the problems with access to their businesses. Other suggestions to move the market to different locations were examined, however, the spaces were not large enough for the market configuration or relocating the market on short notice to a distant or significantly less visible location would make it unlikely that it could be found easily by potential customers.

At this point, if the market cannot be successfully moved off Miner Street, staff is recommending that it be terminated for the season. The original intent was to go to the end of October. In talking with the market manager about closure, they have requested to the end of September (two markets after this date) to allow notice to their vendors.

City Manager Baker stated that it is staff's recommendation that the Council adopt Resolution No 2991 amending the closing date of the Miner Street Market to September 28, 2012; and in anticipation of relocating the market to another location acceptable to both the Farmers Market vendors as well as the other stakeholders and the merchants in the area for the remainder of the 2012 season, authorizing City staff to approve an amended permit application to close alternate city streets/property, if requested.

In closing City Manager Baker stated that it is staff's recommendation that if the farmers market is to return next year, that an alternate location must be selected, and that a stakeholders' meeting should be held prior to the final selection of the site to identify possible issues and acceptable solutions.

Jill Harris, of the Siskiyou County Economic Development Council (SCEDC) addressed the Council and audience on behalf of Horse Creek Farm, the market manager for the Miner Street Market, who could not attend the meeting and asked Jill to read their prepared statement, which was submitted to the Council prior to the meeting as a part of the Council agenda packet.

The letter reads "Mayor Simmen, Council Members, City Staff, Fellow Citizens: Regrettably, Horse Creek Farm, the market manager for the Miner Street Market, could not attend this evenings city council meeting. I have asked a member of the SCEDC to read a prepared statement on my behalf.

In response to the recent communications from some merchants on Miner Street to the City Council and now that the market status is an item for discussion on the agenda, I felt it important that the market represent its efforts, the efforts of the vendors and the support provided by the SCEDC.

First and foremost the location for a downtown market was well thought out. Miner Street was selected because we wanted to highlight Yreka's beautiful and historic downtown. We also wanted to have a very visible market that would draw tourists and citizen alike to our downtown area. It is important to us that the businesses along Miner Street and our market vendors be successful. Our hours of operation 3:30 pm until 6:00 pm where chosen so people who work traditional work hours could shop at the market after work. It is important that the council, city staff, and especially the merchants recognize that ALL marketing done to promote the market highlighted "Miner Street". The marketing efforts included print ads, radio ads and multiple forms of social media and website presence. Our very name "Miner Street Market" tells customers where we are located. All efforts encouraged people to join us downtown on Miner Street. We want people to spend money at vendor booths AND at the businesses on the street. The SCEDC has even sponsored a contest for a $100 gift certificate if people patronized the Miner Street businesses (not the market vendors) during market hours.

There are many examples of downtowns that have embraced their farmers markets and have felt the positive impact from these markets. Examples include Ashland, Chico, Redding, San Luis Obispo and our very own Mt. Shasta City. Unfortunately, we have not enjoyed that level of participation from our downtown businesses. We have been grateful for the efforts of our

Chamber of Commerce and other community based organizations, such as the Yreka Community Garden Club and even our very own Yreka High School. Our market is more than just selling, it is about community, where people come together to discuss ideas and events. It is where you'll find our elected officials mixing with their constituents. Oftentimes we have a band or music for people to enjoy. It is where new businesses are founded and getting their start. Bella Union Bath Company and Heartsong Pasta are two examples of entrepreneurs that could in a few years, more into the vacant storefronts downtown and help revitalize this city. We recognize that some of the Miner Street businesses believe that the market has negatively impacted their business due to lack of parking, this concerns us, but we must look at the whole picture.

Recently our market has been described as "an experiment". We find this terminology to be disturbing because when the city agreed to let us have a market on the 300 block of Miner Street from June 1 2012 until October 31, 2012 we took that commitment seriously.

As market managers and owners of a viable business in Siskiyou County we have a responsibility to our vendors and our business to close the market in a professional and respectful manner. We have a consistent group of 15 vendors that participate in the market. Their weekly sales range from $100 to $500 per market. We take pride in the fact that our market accepts EBT (CalFresh or Foodstamps) so that locally grown produce, meat, bread, baked goods, honey eggs, and pasta that is available to those customers along with other patrons. Our business, Horse Creek Farm, sells more vegetables and produce at the Miner Street Market than we did at two other markets combined. We know of two other vendors that routinely sell out of their products at the Miner Street Market. Closing the market will have a negative effect both for the vendors, customers, and the community. Having said this, we first agreed to end the market on October 12 (2 weeks early) now under continued pressure we have agreed to end the Market on September 28th, giving up the entire month of October.

We respect the Council's need to address the concerns of the businesses on Miner Street but wish to have the council acknowledge that the market is a legitimate business venture and we have treated it as such. We the market managers and the SCEDC with to have a professional meeting with concerned stakeholders prior to any decisions being made for a market next year.

Sincerely and respectfully Floyd Latham, Owner of Horse Creek Farm and Miner Street Market Manager.

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Jill Harris also noted for the record a letter to the Yreka City Council from Dan Daniels, owner of New Traditions and Dulcimers & Wood Crafts located at 312 S. Miner Street stating that he is "in favor of keeping the market right where it is and fixing it."

Jeff Shinn addressed the Council on behalf of several members of the Miner Street merchants, stating that the merchants are very much in favor of the Farmers Market, just not at the Miner Street location.

After numerous attempts to work out a viable solution with the Farmers Market, the Miner Street merchants sent a letter to the City Council on September 11 hoping that the City could step in to help solve the problem. The letter reads:

"Dear City Council;

Many Miner Street merchants are continuing to see falling revenues on Fridays during the Farmers Market and we have come up with some possible solutions to help make all our Fridays a more positive event for our city. We like the idea of any events that will bring more business to town, but one our biggest problem is the lack of parking, and the Farmers Market location is making that problem and our revenues worse. We do like the idea to do a City wide gift certificate drawing, so please send us flyers for that. Thank you for that creative idea!

Our major concern is:
*Revenues are falling on Friday, costing merchants thousands in lost sales;
*Not moving the location will continue to cause a critical effect.
*Also, THIS Friday because of the Homecoming parade, the streets are closed from 11:30 to 6:30 which will be horrible for our sales..... hence we need to make a change immediately.

So our solution is simple and easy to put into place and absolutely crucial:
Please just move the Farmers Market and keep Miner Street open. This will bring more of the major traffic to the Farmers Market and the businesses. Ideal location would be in the City Plaza under that nice shady arbor at the corner of Miner and Broadway Streets and the Market vendors could also be on North Broadway. Closing off Broadway Street will not affect many businesses at all and it could possibly be closed off on the other side (south) of Miner Street if more room was needed later. Alternatively, Miner Street Park or Fourth Street at the mouth of Miner Street could be other locations.

Please help us out! Thank you for your prompt attention and communication with us.

Sincerely, Surroundings, Natural Selections, Strings, Brickhouse Pizza, Don's Sporting Goods, Miner Street Antiques & Décor, Farm Girl Antiques, and Gold Nugget Printing."

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Following Council discussion, Council Member McNeil moved to adopt Resolution No. 2991 as submitted.

Council Member Bicego seconded the motion, and upon roll call, the following voted YEA: Bicego, McNeil, Mercier and Simmen.

Mayor Simmen thereupon declared the motion carried.

Authorize the City Manager to engage the services of a Commercial Appraiser for City owned property located at 307 North Street and appropriate cost from Crandall Fund.

Following Council discussion, Council Member Mercier moved to authorize the City Manager to engage the services of a Commercial Appraiser and to appropriate the funds from the Crandall Fund in the estimated amount of $1,800.

Council Member Bicego seconded the motion, and upon roll call, the following voted YEA: Bicego, McNeil, Mercier and Simmen.

Mayor Simmen thereupon declared the motion carried.

Information: Water Rights – City of Yreka - Department of Water Resources Permits.

City Manager Baker reviewed with Council the memorandum prepared by City Attorney Mary Frances McHugh regarding the City of Yreka Water Rights (Permits and Licenses) from the State Water Resources Control Board.

In the Memorandum to the City Council, City Attorney McHugh reported that on Thursday and Friday, September 13, 2012, and September 14, 2012, the City received from the State Water Resources Control Board the following licenses and permits which were issued September 10, 2012: Water Right Permit 15379 (Application 2251) Fall Creek. The term for this permit is until December 31, 2022.

Water Right Licenses 6037 and 9850 (Applications 16392 and 18186) Yreka Creek Underflow Regarding Fall Creek, in 2022 the City will have to demonstrate that continued use under the permit is required to put the water to full beneficial use, or, will need to consider whether to seek a license which would be limited to the amount of water being used at that time. Full environmental review of permit renewal should be coordinated with the update of the City's General Plan. As a point of information, this permit term coincides with the projected timeframes set out in the Secretarial Determination Regarding the Klamath Dams. There are permit conditions that will have to be evaluated and complied with, those conditions are under staff review at this time.

The place of use of all of the water rights has been modified to include the entire City and the sphere of influence of the City as described in the General Plan adopted December 18, 2003, by Council Resolution 2457.

This permit renewal has required the devotion of significant City resources. Over the past 7 years, since submittal of the renewal request in December 2005, the City Attorney, City Manager Steve Baker, former City Manager Brian Meek, former Planning Director Pam Hayden, Public Works Director Steve Neill, and Water Manager Rob Taylor, all spent considerable time, including two trips to Sacramento to confer with State Water Board staff. The costs incurred for permit renewal included the services of Jennifer Buckman of the law firm of Best, Best & Kreiger (later Somach Simmons & Dunn); and Gwyn Mohr Tully of Tully & Young, as well as the services of Mark Teague and Merle Anderson of Pacific Municipal Consultants. It will be important to plan and set aside reserves to be prepared for what will likely be higher costs upon permit renewal in 9 years.

CLOSED SESSION:

1. Conference with Labor Negotiator Government Code Section 54957.6 (a)
~~Agency negotiators: Steven Baker, Mary Frances McHugh, and Liz Casson.~~
Employee Organizations: Yreka Management Team Association, Confidential Unit, Yreka City Employees Association, Yreka Police Administration Unit, Yreka Police Sergeants Association, and the Yreka Police Officer's Association.

2. Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: Assessor Parcel No. 062-011-200
Third Party Negotiator: County of Siskiyou
City Negotiators: City Manager and City Attorney
Under Negotiation: Possible purchase including price, terms of payment, or both.

3. Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: Assessor Parcel No. 053-681-070
Third Party Negotiator: Cliff Brown, Philippe Lane Industrial Park
City Negotiators: City Manager and City Attorney
Under Negotiation: Possible purchase including price, terms of payment, or both.

4. Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: Assessor Parcel No. 062-161-240
Third Party Negotiator: Pine Mountain Realty LLC
City Negotiators: City Manager and City Attorney
Under Negotiation: Possible purchase including price, terms of payment, or both.

RETURN TO OPEN SESSION: Upon return to open session, City Baker reported out the following: Council Member Mercier left the meeting prior to closed session, leaving Council Members Bicego, McNeil, & Simmen to discuss the items in closed session. Due to the recusal of Council Member McNeil as to closed session item No. 2, the order of the closed session agenda was changed.

1. Conference with Labor Negotiator Government Code Section 54957.6 (a)
Agency negotiators: Steven Baker and Mary Frances McHugh
Employee Organizations: Yreka Management Team Association, Confidential Unit, Yreka City Employees Association, Yreka Police Administration Unit, Yreka Police Sergeants Association, and the Yreka Police Officer's Association. The Council conferred with the Labor Negotiators. No other reportable action was taken.

#3 Taken out of order as #2:
Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: Assessor Parcel No. 053-681-070
Third Party Negotiator: Cliff Brown, Philippe Lane Industrial Park
City Negotiators: City Manager and City Attorney
Under Negotiation: Possible purchase including price, terms of payment, or both.

The Council conferred with its Real Property Negotiators. No other reportable action was taken.

#4 Taken out of order as #3

~~Conference with Real Property Negotiator (Government Code Section 54956.8)~~

Property:	Assessor Parcel No. 062-161-240
Third Party Negotiator:	Pine Mountain Realty LLC
City Negotiators:	City Manager and City Attorney
Under Negotiation:	Possible purchase including price, terms of payment, or both.

The Council conferred with its Real Property Negotiators. No other reportable action was taken.

#2. Conference with Real Property Negotiator (Government Code Section 54956.8)

Property:	Assessor Parcel No. 062-011-200
Third Party Negotiator:	County of Siskiyou
City Negotiators:	City Manager and City Attorney
Under Negotiation:	Possible purchase including price, terms of payment, or both.

Council Member McNeil recused herself on the matter and left the room, and due to the absence of Council Members Foster & Mercier, the quorum was lost, and no further action could be taken.

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

Attest:

David Simmen, Mayor
Minutes approved by Council
Motion October 4, 2012

Elizabeth E. Casson, City Clerk

Accounts Payable

Computer Check Proof List by Vendor

User: Debbie
Printed: 09/21/2012 - 11:12AM
Batch: 00611.09.2012

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1280	SC AUDITOR			Check Sequence: 1	ACH Enabled: False
FIRE 4/1-6/30	4/01/12-6/30/12 INCIDENTS	1,815.00	09/21/2012	01-210-0000-526-003	
	Check Total:	1,815.00			
	Total for Check Run:	1,815.00			
	Total of Number of Checks:	1			

Accounts Payable

Computer Check Proof List by Vendor

User: lysandra
Printed: 09/26/2012 - 10:29AM
Batch: 00612.09.2012

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1283	SC ECONOMIC DEVELOPMENT COUNCIL			Check Sequence: 1	ACH Enabled: False
10/05/12	OCTOBER 2012	3,333.33	10/05/2012	01-090-0000-560-001	
	Check Total:	3,333.33			
	Total for Check Run:	3,333.33			
	Total of Number of Checks:	1			

Accounts Payable

Computer Check Proof List by Vendor

User: lysandra
Printed: 09/26/2012 - 10:29AM
Batch: 00613.09.2012

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1006	ALLIANT INSURANCE			Check Sequence: 1	ACH Enabled: False
7-9/12	EVENT INS 7-9/12	423.61	10/05/2012	01-000-0000-914-001	
	Check Total:	423.61			
Vendor: 3007	AMERIGAS			Check Sequence: 2	ACH Enabled: False
800615340	INV 800615340	829.76	10/05/2012	80-560-0000-518-002	
800654153	CM 800654153	-17.62	10/05/2012	80-560-0000-518-002	
	Check Total:	812.14			
Vendor: 2102	AQUA-AEROBIC SYSTEMS INC			Check Sequence: 3	ACH Enabled: False
992153	INV 992153 AERATOR PROP KIT	1,015.13	10/05/2012	80-560-0000-420-003	
	Check Total:	1,015.13			
Vendor: 4301	AT&T CALNET 2			Check Sequence: 4	ACH Enabled: False
3681293	INV 3681293	29.57	10/05/2012	01-200-0000-517-000	
	Check Total:	29.57			
Vendor: 1019	BASIC FENCING			Check Sequence: 5	ACH Enabled: False
10785	INV 10785	180.03	10/05/2012	70-500-0000-420-002	
	Check Total:	180.03			
Vendor: 6021	BASIC LABORATORY INC			Check Sequence: 6	ACH Enabled: False
1207512	INV 1207512	56.00	10/05/2012	70-500-0000-420-006	
1207733	INV 1207733	112.00	10/05/2012	70-500-0000-420-006	
1207868	INV 1207868	28.00	10/05/2012	70-500-0000-420-006	
1207956	INV 1207956	84.00	10/05/2012	70-500-0000-420-006	
1208202	INV 1208202	84.00	10/05/2012	70-500-0000-420-006	
1208357	INV 1208357	121.00	10/05/2012	80-560-0000-416-001	
1208481	INV 1208481	727.00	10/05/2012	70-510-0000-416-001	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
1208551	INV 1208551	121.00	10/05/2012	80-560-0000-416-001	
	Check Total:	1,333.00			
Vendor: 1024	BAY ALARM COMPANY			Check Sequence: 7	ACH Enabled: False
223766120915M	INV 223766120915M	572.22	10/05/2012	01-200-0000-517-000	
	Check Total:	572.22			
Vendor: 1041	RON BLACK			Check Sequence: 8	ACH Enabled: False
10/05/12	OCTOBER 2012	675.00	10/05/2012	01-200-0000-521-004	
	Check Total:	675.00			
Vendor: 1423	ALICE BRANDON			Check Sequence: 9	ACH Enabled: False
1400	INV 1400	42.50	10/05/2012	70-500-0000-420-006	
	Check Total:	42.50			
Vendor: 1043	BUDGE-MCHUGH			Check Sequence: 10	ACH Enabled: False
112624	INV 112624 WATERMAN SLIDE GATE (2)	1,822.13	10/05/2012	80-560-0000-416-000	
	Check Total:	1,822.13			
Vendor: 3643	CITY OF YREKA - WATER DEPT			Check Sequence: 11	ACH Enabled: False
17938 9/12	ACCT 17938 9/12	389.76	10/05/2012	71-510-3020-518-003	
	Check Total:	389.76			
Vendor: 1094	CPOA			Check Sequence: 12	ACH Enabled: False
10/05/12	RENEW - 2013 CPOA DUES	625.00	10/05/2012	01-200-0000-511-000	
	Check Total:	625.00			
Vendor: 1110	DON'S SPORTING GOODS			Check Sequence: 13	ACH Enabled: False
07/31/12	INV 07/31/12 - WADERS	112.56	10/05/2012	70-510-0000-510-000	
	Check Total:	112.56			
Vendor: 1112	JAY DORSEY			Check Sequence: 14	ACH Enabled: False
6-8/12	MUNILOTS 6-8/12	420.00	10/05/2012	20-310-0000-526-003	
	Check Total:	420.00			
Vendor: 1116	DRY CREEK LANDFILL INC			Check Sequence: 15	ACH Enabled: False

Invoice N		Description	Amount	ment Date	Acct Number	Reference
1808666		INV 1808666	1,765.80	10/05/2012	80-560-0000-420-006	
		Check Total:	1,765.80			
Vendor:	1912	G & G HARDWARE (FALL CREEK)			Check Sequence: 16	ACH Enabled: False
140132		INV 140132 FASTENERS, ELECTRICAL, HE/	8.40	10/05/2012	70-510-0000-420-000	
140176		INV 140176 FASTENERS	8.84	10/05/2012	70-510-0000-420-000	
140450		INV 140450 DRILL BIT, RECEPTICLE	17.76	10/05/2012	70-510-0000-420-000	
140795		INV 140795 DRILL BIT, CONDUIT, CHANNE	41.78	10/05/2012	70-510-0000-420-000	
140885		INV 140885 FITTING	9.63	10/05/2012	70-510-0000-420-000	
140992		INV 140992 HAMMER DRILL, BITS	154.17	10/05/2012	70-510-0000-422-000	
141169		INV 141169 NIPPLE, VALVE, TEE	22.36	10/05/2012	70-510-0000-420-000	
141223		INV 141223 ELBOW, ADAPTER	6.49	10/05/2012	70-510-0000-420-000	
141248		INV 141248 SAND PAPER, SPACKLE	21.41	10/05/2012	70-510-0000-420-000	
141355		INV 141355 GROUT	18.74	10/05/2012	70-510-0000-420-000	
		Check Total:	309.58			
Vendor:	1916	G & G HARDWARE (POLICE)			Check Sequence: 17	ACH Enabled: False
141562		INV 141562 KENNEL SUPPLIES	97.28	10/05/2012	01-230-0000-416-000	
		Check Total:	97.28			
Vendor:	1928	HARRINGTON INDUSTRIAL PLASTICS LLC			Check Sequence: 18	ACH Enabled: False
10C2579		INV 10C2579 B-VALVES.	200.79	10/05/2012	80-560-0000-420-003	
		Check Total:	200.79			
Vendor:	1406	KUBWATER RESOURCES			Check Sequence: 19	ACH Enabled: False
3023		INV 3023	5,341.91	10/05/2012	80-560-0000-416-004	
		Check Total:	5,341.91			
Vendor:	1175	LP ENTERPRISES			Check Sequence: 20	ACH Enabled: False
80510C		INV 80510C BASE ROCK	197.22	10/05/2012	80-550-0000-416-001	
80510C		INV 80510C BASE ROCK	197.22	10/05/2012	70-500-0000-416-001	
80510C		INV 80510C BASE ROCK	197.22	10/05/2012	20-310-0000-420-521	
		Check Total:	591.66			
Vendor:	1400	MADRONE HOSPICE			Check Sequence: 21	ACH Enabled: False
10/05/12		OCTOBER 2012	5,343.75	10/05/2012	01-090-0000-560-004	
		Check Total:	5,343.75			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1203	MCMASTER-CARR			Check Sequence: 22	ACH Enabled: False
36905621	INV 36905621	383.06	10/05/2012	70-510-0000-420-000	
	Check Total:	383.06			
Vendor: 19060	MEEK'S LUMBER			Check Sequence: 23	ACH Enabled: False
673674	INV 673674	20.89	10/05/2012	70-510-0000-521-000	
674309	INV 674309	70.01	10/05/2012	70-510-0000-521-000	
674467	INV 674467	100.76	10/05/2012	70-510-0000-521-000	
674646	INV 674646	20.15	10/05/2012	70-510-0000-521-000	
674648	INV 674648	6.96	10/05/2012	70-510-0000-420-000	
674793	INV 674793	40.12	10/05/2012	70-510-0000-521-000	
	Check Total:	258.89			
Vendor: 1212	MT SHASTA SPRING WATER			Check Sequence: 24	ACH Enabled: False
319072	INV 319072	52.00	10/05/2012	80-560-0000-420-003	
	Check Total:	52.00			
Vendor: 1215	MUNNELL & SHERILL			Check Sequence: 25	ACH Enabled: False
23084	INV 23084	5.14	10/05/2012	80-550-0000-416-000	
23084	INV 23084	5.15	10/05/2012	01-400-0000-416-000	
23084	INV 23084	5.15	10/05/2012	24-320-0000-416-000	
23084	INV 23084	5.15	10/05/2012	70-500-0000-416-000	
23084	INV 23084	5.15	10/05/2012	20-310-0000-416-001	
23207	INV 23207	22.36	10/05/2012	80-560-0000-420-003	
	Check Total:	48.10			
Vendor: 1237	OLIN CORP - CHLOR ALKALI			Check Sequence: 26	ACH Enabled: False
1591628	INV 1591628	5,032.77	10/05/2012	80-560-0000-416-002	
	Check Total:	5,032.77			
Vendor: 1244	PACIFIC MUNICIPAL CONSULTANTS			Check Sequence: 27	ACH Enabled: False
36158	INV 36158	75.00	10/05/2012	01-060-0000-526-000	
	Check Total:	75.00			
Vendor: 1463	R & B COMPANY			Check Sequence: 28	ACH Enabled: False
S1313761.001	INV S1313761.001	271.34	10/05/2012	70-510-0000-420-000	
	Check Total:	271.34			

Invoice N	Description	Amount	ymment Date	Acct Number	Reference
Vendor: 1729	LINDA SCHAMEL			Check Sequence: 29	ACH Enabled: False
09/20/12	INV 09/20/12	90.00	10/05/2012	01-040-0000-525-000	
	Check Total:	90.00			
Vendor: 1304	SHASTA VALLEY CHAINSAW			Check Sequence: 30	ACH Enabled: False
9978	INV 9978	34.31	10/05/2012	80-560-0000-420-003	
	Check Total:	34.31			
Vendor: 1650	SIERRA CHEMICAL CO			Check Sequence: 31	ACH Enabled: False
240789	INV 240789	4,868.36	10/05/2012	70-510-0000-420-002	
	Check Total:	4,868.36			
Vendor: 25035	MICHAEL SIMAS			Check Sequence: 32	ACH Enabled: False
38281	INV 38281	383.96	10/05/2012	01-090-0000-561-026	
	Check Total:	383.96			
Vendor: 19100	SISKIYOU DAILY NEWS			Check Sequence: 33	ACH Enabled: False
2673 12/13	RENEW 2673 12/13	103.50	10/05/2012	01-030-0000-511-000	
27015	INV 27015 ACCT 1109529	81.42	10/05/2012	01-020-0000-519-000	
	Check Total:	184.92			
Vendor: 19102	SISKIYOU DISTRIBUTING			Check Sequence: 34	ACH Enabled: False
310886	INV 310886	59.31	10/05/2012	80-560-0000-420-003	
310935	INV 310935	54.32	10/05/2012	01-080-0000-516-001	
	Check Total:	113.63			
Vendor: 2042	SISKIYOU MEDIA COUNCIL			Check Sequence: 35	ACH Enabled: False
10/05/12	OCTOBER - DECEMBER 2012	1,450.00	10/05/2012	01-090-0000-560-003	
	Check Total:	1,450.00			
Vendor: 22015	SUBURBAN PROPANE			Check Sequence: 36	ACH Enabled: False
44248	INV 44248	15.57	10/05/2012	20-310-0000-420-503	
44248	INV 44248	15.57	10/05/2012	70-500-0000-416-001	
44248	INV 44248	15.57	10/05/2012	80-550-0000-416-001	
	Check Total:	46.71			
Vendor: 19015	SY AUTO SUPPLY			Check Sequence: 37	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
5469 8/12	ACCT 5469 8/12	26.87	10/05/2012	70-510-0000-420-000	
5469 8/12	ACCT 5469 8/12	11.28	10/05/2012	70-510-0000-420-000	
	Check Total:	38.15			
Vendor: 21027	UNITED PARCEL SERVICE			Check Sequence: 38	ACH Enabled: False
84V993342	INV 84V993342	13.51	10/05/2012	70-510-0000-420-001	
84V993342	INV 84V993342	24.61	10/05/2012	71-500-0000-450-001	
84V993342	INV 84V993342	43.72	10/05/2012	70-500-0000-450-501	
84V993352	INV 84V993352	11.24	10/05/2012	70-510-0000-420-000	
84V993362	INV 84V993362	11.37	10/05/2012	70-500-0000-416-000	
	Check Total:	104.45			
Vendor: 1353	USA BLUE BOOK			Check Sequence: 39	ACH Enabled: False
742075	INV 742075	289.52	10/05/2012	70-510-0000-420-001	
752808	INV 752808	311.28	10/05/2012	70-510-0000-420-000	
	Check Total:	600.80			
Vendor: 25090	USPS			Check Sequence: 40	ACH Enabled: False
10/05/12	OCTOBER 2012	1,220.00	10/05/2012	70-030-0000-515-001	
	Check Total:	1,220.00			
Vendor: 23008	WAL-MART COMMUNITY			Check Sequence: 41	ACH Enabled: False
004151	INV 004151	32.90	10/05/2012	70-510-0000-420-000	
007606	INV 007606	8.59	10/05/2012	70-500-0000-416-000	
007606	INV 007606	9.10	10/05/2012	01-370-0000-515-000	
007606	INV 007606	12.74	10/05/2012	01-370-0000-516-000	
007606	INV 007606	10.61	10/05/2012	70-510-0000-515-000	
009718	INV 009718	98.94	10/05/2012	70-510-0000-420-000	
	Check Total:	172.88			
Vendor: 1374	YREKA CHAMBER OF COMMERCE			Check Sequence: 42	ACH Enabled: False
10/05/12	OCTOBER 2012	4,275.00	10/05/2012	01-090-0000-560-000	
	Check Total:	4,275.00			
Vendor: 25040	YREKA HARDWARE			Check Sequence: 43	ACH Enabled: False
100412	INV 100412	11.05	10/05/2012	70-510-0000-420-000	
100483	INV 100483	14.96	10/05/2012	70-510-0000-420-000	
100491	INV 100491	3.22	10/05/2012	70-510-0000-420-000	

Invoice N	Description	Amount	...yment Date	Acct Number	Reference
5469 8/12	ACCT 5469 8/12	26.87	10/05/2012	70-510-0000-420-000	
5469 8/12	ACCT 5469 8/12	11.28	10/05/2012	70-510-0000-420-000	
	Check Total:	38.15			
Vendor: 21027	UNITED PARCEL SERVICE			Check Sequence: 38	ACH Enabled: False
84V993342	INV 84V993342	13.51	10/05/2012	70-510-0000-420-001	
84V993342	INV 84V993342	24.61	10/05/2012	71-500-0000-450-001	
84V993342	INV 84V993342	43.72	10/05/2012	70-500-0000-450-501	
84V993352	INV 84V993352	11.24	10/05/2012	70-510-0000-420-000	
84V993362	INV 84V993362	11.37	10/05/2012	70-500-0000-416-000	
	Check Total:	104.45			
Vendor: 1353	USA BLUE BOOK			Check Sequence: 39	ACH Enabled: False
742075	INV 742075	289.52	10/05/2012	70-510-0000-420-001	
752808	INV 752808	311.28	10/05/2012	70-510-0000-420-000	
	Check Total:	600.80			
Vendor: 25090	USPS			Check Sequence: 40	ACH Enabled: False
10/05/12	OCTOBER 2012	1,220.00	10/05/2012	70-030-0000-515-001	
	Check Total:	1,220.00			
Vendor: 23008	WAL-MART COMMUNITY			Check Sequence: 41	ACH Enabled: False
004151	INV 004151	32.90	10/05/2012	70-510-0000-420-000	
007606	INV 007606	8.59	10/05/2012	70-500-0000-416-000	
007606	INV 007606	9.10	10/05/2012	01-370-0000-515-000	
007606	INV 007606	12.74	10/05/2012	01-370-0000-516-000	
007606	INV 007606	10.61	10/05/2012	70-510-0000-515-000	
009718	INV 009718	98.94	10/05/2012	70-510-0000-420-000	
	Check Total:	172.88			
Vendor: 1374	YREKA CHAMBER OF COMMERCE			Check Sequence: 42	ACH Enabled: False
10/05/12	OCTOBER 2012	4,275.00	10/05/2012	01-090-0000-560-000	
	Check Total:	4,275.00			
Vendor: 25040	YREKA HARDWARE			Check Sequence: 43	ACH Enabled: False
100412	INV 100412	11.05	10/05/2012	70-510-0000-420-000	
100483	INV 100483	14.96	10/05/2012	70-510-0000-420-000	
100491	INV 100491	3.22	10/05/2012	70-510-0000-420-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
100509	INV 100509	7.24	10/05/2012	70-510-0000-420-000	
	Check Total:	36.47			
Vendor: 25120	YREKA TRANSFER			Check Sequence: 44	ACH Enabled: False
005821 9/12	ACCT 005821 9/12	73.00	10/05/2012	01-210-0000-518-004	
043311 9/12	ACCT 043311 9/12	93.00	10/05/2012	04-620-1017-518-004	
054217 9/12	ACCT 054217 9/12	120.00	10/05/2012	01-480-0000-518-004	
	Check Total:	286.00			
	Total for Check Run:	42,130.22			
	Total of Number of Checks:	44			

CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To:	Yreka City Council
Prepared by:	City Clerk
Agenda title:	Appointment to the Yreka Planning Commission.
Meeting date:	October 4, 2012.

Discussion:

The City published a Notice of Vacancy to solicit applications to fill the vacancy on the Yreka Planning Commission. Only two applications were received, they are from Deborah Baird, who is currently serving on the Planning Commission and has requested to be re-appointed and the other is from Steve Radford, who has applied for previous vacancies on the Planning Commission. Copies of their applications are attached for your review.

Approved by: _____
Steven Baker, City Manager

APPLICATION TO CITY COMMISSIONS

Application for possible appointment to City Planning Commission.

The Planning Commission meets on the third Wednesday of every month at 6:30 p.m.

NAME: Deborah L. Baird Address 131 Dexter St

Length of residence in Yreka: 7 yrs Phone No. Cell - 598-9247
WK - 842-1587

What is your particular background, interest and/or experience that would contribute to this commission?

I genuinely care about the health, welfare, + development of our community and hope that any and all of the experience and education I have in the construction/building industry can be of some use and value to the planning commission.

I consider it to be an honor + privilege to serve my community.

Thank you. Deborah L. Baird

The City Council would like to thank you for the interest you have shown in your City. If you receive an appointment to a commission, you will be notified immediately. The filling out of this application in no way guarantees an appointment but does guarantee that you will be seriously considered when one is available.

Date 9.14.12

Please return to: Liz Casson
City Clerk
701 Fourth Street
Yreka, Ca. 96097
841-2324

RECEIVED
SEP 17 2012
CITY OF YREKA

APPLICATION TO CITY COMMISSIONS

Application for possible appointment to City Planning Commission.

The Planning Commission meets on the third Wednesday of every month at 6:30 p.m.

NAME: Steve RADFord Address 409 Evergreen Ln

Length of residence in Yreka: 2 1/2 years Phone No. 842-5700

What is your particular background, interest and/or experience that would contribute to this commission?

I have been a General Contractor for Thirty Years. I have alot a experience with Town Ships and working with Design. I care about what Happend here in Yreka!

The City Council would like to thank you for the interest you have shown in your City. If you receive an appointment to a commission, you will be notified immediately. The filling out of this application in no way guarantees an appointment but does guarantee that you will be seriously considered when one is available.

Date 9/26/12

Please return to: Liz Casson
City Clerk
701 Fourth Street
Yreka, Ca. 96097
841-2324

RECEIVED
SEP 26 2012
CITY OF YREKA

CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council

Prepared by: City Clerk

Agenda title: Adopt Ordinance No. 830 amending Section 11.23.050(c) of the Yreka Municipal Code relating to Developer Impact Fees for Fire Sprinkler Systems in Single Family Residences.

Meeting date: October 4, 2012.

Discussion:

The City Council held a public hearing on September 6, 2012 to review the proposed Ordinance, at which time no public comments were received. Ordinance 830 was introduced by the City Council at its meeting held September 20, 2012, and no public comments were received.

Recommendation and Requested Action:

That the Council waive the reading of the body of the Ordinance and Adopt Ordinance No. 830 as submitted.

Approved by: _____
Steven Baker, City Manager

CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To:	Yreka City Council
Prepared by:	Mary Frances McHugh, City Attorney
Agenda title:	Introduction of Ordinance Amending Section 11.23.050 of the Yreka Municipal Code Relating to Developer Impact Fees for Fire Sprinkler Systems in Single Family Residences
Meeting date:	September 20, 2012

Recommendation and Requested Action
Introduce Draft Ordinance 830 Amending Section 11.23.050 of the Yreka Municipal Code Relating to Developer Impact Fees for Fire Sprinkler Systems in Single Family Residences.

Discussion: This ordinance is designed to implement the 2010 California Building Code which requires private fire protection in new single family residential construction. Staff has identified changes which should be made in Chapter 11.23 of the Yreka Municipal Code to reflect the new law requiring fire sprinklers and these changes are reflected in the proposed ordinance. These changes adjust the Developer Impact Fees so that the requirement to install fire sprinklers, which often includes upsizing the meter size, does not result in uncontemplated increases in the fees.

A Public Hearing on these changes was held on September 6, 2012, at which time there were no public comments.

Attachments: Ordinance 830.

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Approved by: _____
Steven Baker, City Manager

ORDINANCE NO. 830

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF YREKA AMENDING SECTION 11.23.050(c) OF THE YREKA MUNICIPAL CODE, RELATING TO DEVELOPER IMPACT FEES FOR FIRE SPRINKLER SYSTEMS ~~IN SINGLE FAMILY RESIDENCES~~

BE IT ORDAINED by the City Council of the City of Yreka as follows:

SECTION 1- FINDINGS. The City Council of the City of Yreka hereby finds as follows:

Currently, the 2010 California Building Code requires private fire protection in new single family residential construction. Ideally, the customer would have a separate fire line for this service, however, instead of having a separate fire service line, the service may be provided by over-sizing the domestic meter (e.g. instead of a ¾" meter, a 1" meter is installed). In this situation a number of cost allocation and equity issues arise related to the existing impact fee.

The City Council finds that fire sprinkler installations reduce fire risk, improve fire protection in the community and thus confer a benefit to the City of Yreka. The City Council takes this action after having reviewed and considered The National Fire Protection Association publication entitled *Integration of Residential Sprinklers with Water Supply Systems, a Survey of Twenty U.S. Communities*, published September 2009. The City Council specifically finds that this action is warranted to avoid "double charging" a customer who must install a dual service system. Based upon the recommendation made by staff in connection with evaluating a system development charge, and the fact that at the present time there is no generally accepted approach to this issue, the City Council finds it is in the best interests of the City of Yreka to make the amendments set forth in Section 2 of this ordinance, which will limit the charge for the meter size of a single family residence with an approved fire suppression system to the size needed for the household's domestic water consumption.

SECTION 2. Section **11.23.050(c) of Chapter 11.23** of the Yreka Municipal Code, **Water System Fees** is amended to read as follows:

(a) Fee Purposes. *No change.*

(b)Definitions. For the purposes of this section:
(1) "AWWA" means the American Water Works Association.
(2) "Household equivalent" means any premises served by a standard five-eighths-inch domestic water meter. Typically, this would include single-family residences, duplex dwelling units and small commercial businesses served by a standard five-eighths-inch meter. Household equivalents for larger meters: three-fourths inch, one inch, one and one-half inches, two inches, three inches, four inches, six inches and eight inches, have been computed using the ratio of the larger meter's AWWA rated capacity to the AWWA rated capacity of a standard five-eighths-inch meter. *Household equivalents for three-quarter-inch with approved Fire Sprinkler System and one inch with approved Fire Sprinkler System are established for the purpose of creating water and fire service (a dual service) connection for single family residences. An approved Fire Sprinkler System is defined as one which satisfies the requirements of the currently adopted and effective California Residential Code.*

(c) Fee Schedule. *No change.*

(1) Water System Fee. Each applicant for a building or encroachment permit for premises as defined in this chapter shall pay the current fee, per household equivalent, based on the meter size, or if no meter is installed, the water service pipe size, as follows:

(A) Assessment of Household Equivalents.

Domestic Meter Size or Fire Pipe Size	**Household Equivalent Ratio**
5/8"	1*
3/4 " single family residential home with approved Fire Sprinkler System	*1*
1" single family residential home with approved Fire Sprinkler System	*1*
¾"	1.5
1"	2.5
1 ½"	5
2"	8
3"	16
4"	25
6"	50
8"	80

**subject to Building Official approval.*

(B) *No change.*
(2) *No change.*

(3) When a larger meter is installed (as long as it does not exceed the minimum necessary) to provide fire sprinkler protection in a single family residence, the system fee shall be based on the meter size necessary to meet the domestic demand, not the actual size of the meter installed.

(4) If a backflow prevention device is required due to the installation of a fire sprinkler system, it shall be inspected yearly by a certified backflow inspector, which shall be subject to any fee for such inspection as established by resolution of the City Council.

(5) Exemption. This section shall not apply to any existing single family residence with a 5/8" water meter service, unless that there are alterations, renovation or expansion of an existing residential building where additional dwelling units are created or there is expansion of the existing residence which is more than fifty percent of the square footage of the existing structure.

SECTION 3. Exemption from CEQA. The City Council finds, pursuant to Title 14 of the California Code of Regulations, Section 15061(b)(3) that this ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is not a Project which has the potential for causing a significant effect on the environment.

SECTION 4. Validity. If any section, subsection, part, clause, sentence or phrase of this Ordinance or the application thereof is for any reason held to be invalid or unconstitutional by a decision of any

court of competent jurisdiction, the validity of the remaining portions of this Ordinance, the application thereof, shall not be effected thereby but shall remain in full force and effect, it being the intention of the City Council to adopt each and every section, subsection, part, clause, sentence phrase regardless of whether any other section, subsection, part, clause, sentence or phrase or the application thereof is held to be invalid or unconstitutional.

SECTION 5. Mandatory Duty Savings Clause. By the use of such words as "shall" and "must" herein the City Council does not intend to create a mandatory duty upon the city. In imposing duties in this ordinance the City is assuming an undertaking only to promote the general welfare. It is not assuming, nor is it imposing on its officers and employees, an obligation for breach of which it is liable in money damages to any person who claims that such breach proximately caused injury.

SECTION 6. Effective Date. This ordinance shall be in full force and effect sixty (60) days from and after the date of its adoption.

SECTION 7. Posting and Publication. The City Clerk is directed to cause a copy of the full text of this ordinance to be published once in an adjudicated newspaper of general circulation in the City of Yreka within fifteen (15) days after adoption of this ordinance. In lieu of publication of the full text of the Ordinance within fifteen (15) days after its passage, a summary of the Ordinance may be published at least five (5) days prior to and fifteen (15) days after adoption by the City Council and a certified copy shall be posted in the office of the City Clerk, pursuant to Section 26933(c)(1) of the Government Code.

SECTION 8. Codification. The City Clerk is directed and authorized to instruct the publisher of the City of Yreka Municipal Code that codification of this Ordinance is limited to Section 2.

Introduced at a regular meeting of the City Council held September 20, 2012, and adopted as an Ordinance of the City of Yreka at a regular meeting of the City Council held on October 4, 2012, by the following vote:

AYES:
NOES:
ABSENT:

_____
David Simmen, Mayor

Attest:

By:_____
Liz Casson, City Clerk

Approved as to form:

By: _____
Mary Frances McHugh,
City Attorney

\\GOLDNUGGET\USERS\MARYFRANCES\MY DOCUMENTS\DOCUMENTS_ORDINANCES\AMEND DEVELOPER IMPACT FEE ORD - FIRE SPRINKLER SYSTEMS 1-10-12.DOC revised 8-10-12

CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council
Prepared by: Rhetta Hogan
Agenda title: Approval of AQ2 and Canon Payment Processing Solution Proposal from Technologies Unlimited Inc., and authorize the City Manager and all other proper officers and officials of the City to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to implement the proposal
Meeting date: October 4, 2012

Discussion:

Finance has received a proposal for Payment Processing Solution Automation from Technologies Unlimited Inc. that would help office staff perform their work faster, improve payment entry accuracy and result in better use of staff time. The office staff has recommended implementation of this application as they recognize the value and time savings. The automation process involves the electronic scanning the utility payments stub(s) and related check(s), to create three outputs.

1. a payment file, to import into the City's financial system,
2. a scanned image file of the checks received and
3. a remote deposit file that legally converts customer checks into an electronic deposit

After implementation, the time saved would allow staff more time to take on additional projects like web based payment processing, development of outreach services that include website development, account analysis and other tasks.

TUI, based on client references and compatibility of interfaces with Springbrook, is the best viable vendor for an organization our size. The cost of the product was budgeted in the 2012-2013 City Budget and was allocated to the water and sewer enterprise funds. Finance has evaluated the product at the Springbrook client conference, participated in a demonstration for the City, and visited another client who has the product in use and is using Springbrook (Central Point). I also followed-up on a client referral with the Roseburg Urban Sanitary Authority.

Fiscal Impact:

The contract pricing proposal is for $17,495 plus sales tax and travel expenses for training. Annual contract maintenance costs would be $2,334. This configuration proposed was chosen as:

- Multiple licenses allow users to log onto the server to research a customer's check and email the cancelled check to that customer upon request efficiently accessing the information we've captured.
- The two slower speed scanners, versus one fast scanner configuration allows for backup redundancy. Equipment fails and we live a rural area. And though loaner equipment can be requested, the cost of that request while the scanner is out of service for repair is

Approved by: _____
Steven Baker, City Manager

disruptive. In this case, the backup unit for $750 would also allow for users to process multiple batches on a large day. The primary unit would be on the payment clerk's desk also allows more desk convenience for that primary user, keeping them at their workstation to better service customers and provide floor coverage.

Finance's analysis shows that staff spends 30-35 hours per month processing mail payments. That work is spread across all staff, especially on heavy mail days, the average fully loaded cost is $35.00 per hour to process, or between $1,000 to $1,200 per month, annualized $12,000 to $14,400 per year. The initial outlay return is recovered in just over eighteen months. I have included for reference the quote from TUI and a staff evaluation after seeing the system in use.

Recommendation and Requested Action:

Approval of AQ2 and Canon Payment Processing Solution proposal from Technologies Unlimited Inc., and authorize the City Manager and all other proper officers and officials of the City to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to implement the proposal.

INTER

OFFICE

MEMO

CITY OF YREKA

To: Rhetta Hogan, Finance Director

From: Kim Bridwell, Renee Hoisington, Debbie Ramirez

Subject: Technology Unlimited, Inc.

Date: September 19, 2012

We recently made a site visit to the Central Point City Hall to observe the TUI system (Technology Unlimited Inc.) in action. TUI is a payment processing solution that helps process payments faster and more efficiently.

The TUI system processes payments with higher accuracy over hand input. With electronic scanning and cross checking of amounts to the utility account balances, the systems insures posting accuracies, with multiple chances to catch an error with the TUI system versus visually checking for errors. The system scans and stores all of the checks and stubs. This will help when questions arise regarding payments for historical research and discrepancies within minutes rather than hours. The TUI system also eliminates the necessity to create a physical paper deposit slip required by the bank, instead the check file is electronically transferred to the bank. This alleviates the possibility of a misplaced check during City Hall and Scott Valley Bank processing.

Utility bills are sent out the end of each month. The majority of the utility payments are received during the first two weeks of the month. Processing time on these heavy banking days average 3 to 4 hours per day. Increased processing capabilities will allow us to expedite customer services (including counter & phone responses).

Kim Bridwell
Renee Hoisington
Debbie Ramirez

CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council

Prepared by: Mary Frances McHugh, City Attorney

AGENDA TITLE: REPORT OF CITY ATTORNEY REGARDING CONFLICT OF INTEREST CODE OF THE CITY OF YREKA

Meeting date: October 4, 2012

Recommendation and Requested Action: Authorize Mayor to Execute 2012 Local Agency Biennial Notice indicating no amendments are required to the City's Conflict of Interest Code.

Discussion: The Political Reform Act of the State of California requires every local government agency to have a conflict of interest code and to review it every two years by not later than July 1 of the even numbered years.

The purpose of the Conflicts of Interest Code is to designate those positions in the City, in addition to elected or appointed officials, who are required to file disclosure statements and are otherwise bound by the disclosure requirements of the Political Reform Act.

The City of Yreka adopted its Conflict of Interest Code on October 19, 1995, and amended it on October 17, 2002, and September 18, 2008, and September 16, 2010. The positions designated thus far by the City's Conflict of Interest Code are:

- City Clerk, Assistant to City Manager
- Director of Public Works
- Planning Director
- Chief of Police
- Community Theatre/Center Director
- Senior Program Director
- Chief Building Official
- Recreation Director
- Finance Officials
- Consultants
- Members of the Historic and Landmarks Commission
- Chief Project Engineer and Project Manager
- Fire Chief
- Fire Department Secretary-Treasurer

The City's Conflict of Interest Code includes all appropriate designated positions, there are no other necessary designations. No amendments are recommended. Some of the positions which are currently designated are not filled, and may become superannuated (Community Theatre/Center Director; Senior Program Director; Recreation Director). At the next review, if these positions remain unfilled, the City Attorney will evaluate whether they should be eliminated from the Code.

Fiscal Impact: No direct impact.

Approved by: _____
Mary Frances McHugh, City Attorney