

YREKA CITY COUNCIL AGENDA  
December 6, 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 regular meeting held November 15, 2012.
  - b. Approval of Warrants issued from November 16, 2012 through December 6, 2012.
  - c. Approval of Budget to Actual and Treasurer's Report for the month of September 2012.
  - d. 2011-2012 Final Year End Closing Budget Revision.
2. Discussion/Possible Direction to staff – Fats, Oils and Grease (FOG) Source Control Program.
3. Discussion/Possible Action – Adopt Resolution No. 2999 Finding Certain City Equipment as Surplus Property and Authorizing Sale by City Manager.
4. Discussion/Possible Action – Adopt Ordinance No. 832 of the City Council of the City of Yreka Amending certain sections of the Yreka Municipal Code in Chapters 6.08 Garbage, Rubbish & Waste, 8.04 Animals-General Provisions, 10.32 Vehicles & Traffic and 16.46 Zoning-Special Provisions.
5. PUBLIC HEARING – To discuss the accomplishments of Community Development Block Grant No. 08-EDBG-5874 and to give citizens an opportunity to make their comments known. The tasks completed under this grant were technical assistance and training for eligible microenterprise businesses to enable them to create and retain local jobs.
6. Discussion/Possible Action – City Attorney - Report and request authority to extend services of outside Counsel; Supplemental Appropriation for Continuing Legal Services.
7. Discussion/Possible Action – Introduce Ordinance No. 833 Amending Ordinance 831 regarding Section 11.01.080 of the Yreka Municipal Code In Title 11, Buildings And Construction.

8. Discussion/Possible Action - Approval of all Warrants payable to Siskiyou County Economic Development Council from November 16, 2012 through December 6, 2012.

Presentation – Mayor Simmen - Recognizing retiring City Attorney Mary Frances McHugh for her years of service and dedication to the City of Yreka.

City Manager Report:

- Receive Report Regarding 2011/2012 Sub-Recipient Monitoring.

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. 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. 013-110-130 & 140  
Third Party Negotiator: County of Siskiyou  
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. 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.
5. Personnel pursuant to Government Code §54957(b)(1), consider appointment for the position of City Attorney.

**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](mailto:casson@ci.yreka.ca.us).*

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
YREKA HELD IN SAID CITY ON NOVEMBER 15, 2012

On the 15<sup>th</sup> day of November 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: Robert Bicego, Bryan Foster, John Mercier and David Simmen. Absent – Rory McNeil.

Kathy Graves, of the Yreka Committee for Historic Preservation, gave the Council an update on the Committee's renovation project of three historic signs in Yreka that were estimated to have been originally installed in the late 1940s or very early 1950s. Mrs. Graves stated that the renovations are complete and the signs have been returned to their rightful places. The first sign shows where the City Meat Market was for many years on W. Miner St. The second sign sits in front of Miner's Inn on Main Street and marks the place of Yreka's First Gas Works. The third sign is in front of the First Log Home in Yreka located on North Street.

In closing Mrs. Graves stated that originally the project was to include four signs, however, the sign that marked the location of the saloon where Lotta Crabtree sang to the miners as a young girl, has unfortunately disappeared. However, the good news is that while searching for this sign an unexpected fifth sign was found for the Lockhart Saloon which was originally located somewhere on Main and Center Streets. The committee is currently negotiating with the property owners in the area of Main and Center in an attempt to place the sign on one of these buildings. If they are unable to get permission, the committee is hoping the City would consider installing a pole for the installation of this historic sign.

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 special meeting held October 23, 2012 and the regular meeting held November 1, 2012.
- b. Approval of Warrants issued from November 2 through November 15, 2012.

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

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

Mayor Simmen thereupon declared the motion carried.

Approval of budgetary appropriation of \$9,529 for capital outlay and the transfer of \$6,000 from unallocated to allocated capital projects for the YPD's computer aided dispatch and records management upgrade project.

Brian Bowles, Yreka Police Department Chief of Police, addressed the Council to request approval of the budgetary appropriation for the upgrade of the Police Department Computer

Aided Dispatch (CAD) Records Management System (RMS), 911 and electronic filing of reports to the District Attorney's Office.

Chief Bowles reported that the Yreka Police Department is tasked with upgrading the 911 system with the state. This is a lengthy process and the entire dispatch center is reviewed with this upgrade. The police department has an opportunity to go with a single vendor for the CAD and RMS services. We have experienced various issues with the support of our current system and need a better user friendly system. The CAD and RMS has multiple functions that will assist the department with evidence, training, warrants, evaluations, UCR, reporting to the state, 500 different reports and various in house functions. Our aging computer servers are all out of warranty and are very old. Our IT vendor recommends an upgrade to our computer system for this project. Higher speed delivery via fiber is desired for transfer of data, voice, video, and photos, to the District Attorney for prosecution of cases.

The City has recently received \$9,529 one-time money from the State of California for reimbursement of state mandated services rendered by the Yreka Police Department and staff is requesting appropriating these funds for this project along with a budgetary transfer from the unallocated capital projects fund in the amount of \$6,000 to cover the remaining costs.

Following Council discussion, Council Member Bicego moved to approve the budgetary appropriation of \$9,529 and the transfer of \$6,000 from the unallocated capital projects for the Yreka Police Department's computer aided dispatch and records management upgrade project.

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

Mayor Simmen thereupon declared the motion carried.

Adopt Ordinance No. 831 repealing and amending by adding various sections of Title 11 of the Yreka Municipal Code relating to the adoption by reference of Uniform Construction Codes; Adding New Chapter 11.50 relating to Placards used to denote conditions relating to continued occupancy of buildings; and repealing certain Ordinances.

Following the reading of the title of the Ordinance and Council discussion, Council Member Mercier moved to adopt Ordinance No. 831 as submitted.

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

Mayor Simmen thereupon declared the motion carried.

PUBLIC HEARING: to consider a zoning text amendment to Yreka Municipal Code Section 16.46.080 prohibiting sales from vehicles, trailers or mobile units in the public right of way.

This being the time and date scheduled for the public hearing, Mayor Simmen opened the hearing to the audience. There being no statements or comments from the audience, Mayor Simmen closed the public hearing.

Re-introduce Ordinance No. 832 of the City Council of the City of Yreka Amending certain sections of the Yreka Municipal Code in Chapters 6.08 Garbage, Rubbish & Waste, 8.04 Animals-General Provisions, 10.32 Vehicles & Traffic and 16.46 Zoning-Special Provisions.

City Steve Baker reported that Ordinance 832 was introduced on November 1, 2012 and subsequent to the introduction of the Ordinance, the Fire Chief met with the Siskiyou Air Pollution Control District Staff and the District staff indicated that the City burn permits are for residential burning only. Any commercial burning must have a permit issued by the Siskiyou Air Pollution Control District.

City Manager Baker further reported that this ordinance has been revised to incorporate these changes and as a result the ordinance needs to be reintroduced. If reintroduced, the adoption of this ordinance will be scheduled for December 6, 2012 and the ordinance would go into effect 30 days later.

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

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

Mayor Simmen thereupon declared the motion carried.

Adopt Resolution No. 2998 making necessary findings pursuant to Government Code 7522.56 for post-retirement employment of Mark Schmitt and authorizing City Manager to execute agreement regarding such employment, together with any and all other necessary documents.

City Manager Baker reported that Mark Schmitt, the City's Building Inspector/Fire Marshall is retiring in December 2012, and that staff has considered various options for the continued provision of building inspection services including contracting with other entities, contracting with a firm, hiring a new inspector, and having Mr. Schmitt work as a retired CalPERS annuitant or some combination of these options.

In closing, City Manager Baker stated that after having considered the options, the best way to insure building inspection services that continue to meet the City's needs is to allow Mr. Schmitt to work for the City as a retired annuitant up to 960 hours a year. As a backup, if the workload increased or Mr. Schmitt is unavailable, the City will be contracting with a local firm that provides building inspection services for other local cities.

Following Council discussion, Council Member Bicego moved to Adopt Resolution No. 2998 as submitted.

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

Mayor Simmen thereupon declared the motion carried.

**CLOSED SESSION:**

1. Personnel pursuant to Government Code §54957(b)(1), consider appointment for the position of City Attorney.
2. Conference with Real Property Negotiator (Government Code Section 54956.8)
  - Property: Assessor Parcel No. 013-110-130 & 140
  - Third Party Negotiator: County of Siskiyou
  - 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 Manager Baker reported no reportable action was taken in closed session.

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

Attest:

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David Simmen, Mayor  
 Minutes approved by Council  
 Motion December 6, 2012

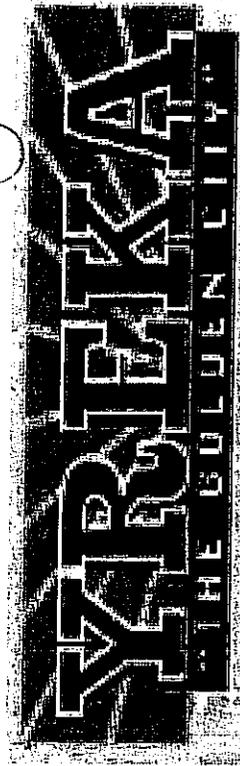
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Elizabeth E. Casson, City Clerk

# Accounts Payable

## Computer Check Proof List by Vendor

User: Debbie  
 Printed: 11/16/2012 - 1:13PM  
 Batch: 00008.11.2012

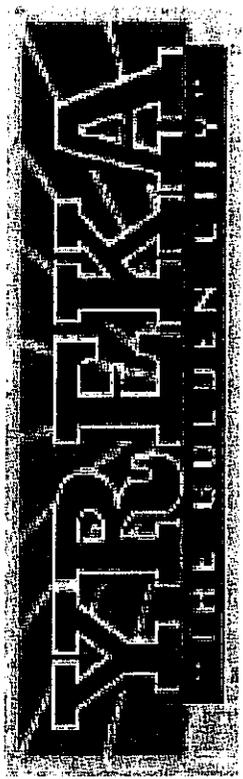


Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1527	ACME COMPUTER				
084494	CISCO SF 300-24 PORT 10/100 SWITCH	847.45	11/16/2012	01-370-0000-516-000	ACH Enabled: False
084495	CISCO AIRONET 1141 WIRELESS ACCESS P	709.91	11/16/2012	01-010-0000-516-000	
	Check Total:	1,557.36			
Vendor: 1189	LINCOLN NATIONAL LIFE INSURANCE				
11/16/2012	BRAY RETRO	0.25	11/16/2012	20-390-0000-390-001	ACH Enabled: False
11/16/2012	BRAY RETRO	0.72	11/16/2012	01-400-0000-390-001	
11/16/2012	BRAY RETRO	0.98	11/16/2012	80-550-0000-390-001	
11/16/2012	BRAY RETRO	0.98	11/16/2012	70-500-0000-390-001	
11/16/2012	BRAY RETRO	1.23	11/16/2012	20-310-0000-390-001	
11/16/2012	BRAY RETRO	0.49	11/16/2012	24-320-0000-390-001	
11/16/2012	BRAY RETRO	0.25	11/16/2012	01-080-0000-390-001	
	Check Total:	4.90			
	Total for Check Run:	1,562.26			
	Total of Number of Checks:	2			

# Accounts Payable

## Computer Check Proof List by Vendor

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Batch: 00009.11.2012

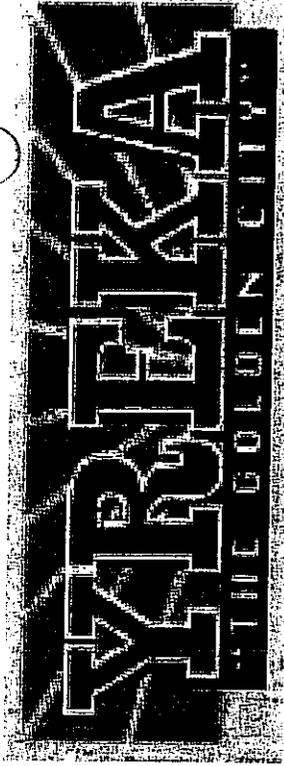


Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1506	SC SHERIFF				
11/19/2012	WATKINS LIVE SCAN	23.00	11/19/2012	80-550-0000-525-000	ACH Enabled: False
	Check Total:	23.00			
	Total for Check Run:	23.00			
	Total of Number of Checks:	1			

# Accounts Payable

## Manual Check Proof List

User: lysandra  
Printed: 11/29/2012 - 12:07PM



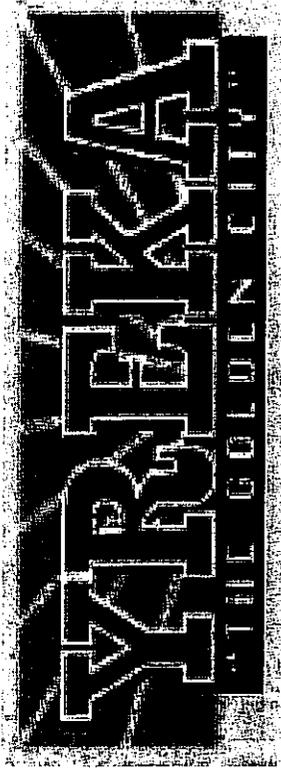
Invoice No	Amount	Payment Date	Description	Check Number	Date	Acct Number	reference
Vendor: 1029			BENEFIT & RISK MANAGEMENT				
11/15/12	576.83	11/15/2012		409	11/15/2012		
Total for Check	576.83		SELF-INSURED DENTAL	11/15/12		90-110-0000-340-104	
Total for 1029	576.83						
Total Checks:	576.83						

# Accounts Payable

## Manual Check Proof List

User: lysandra

Printed: 11/29/2012 - 12:22PM

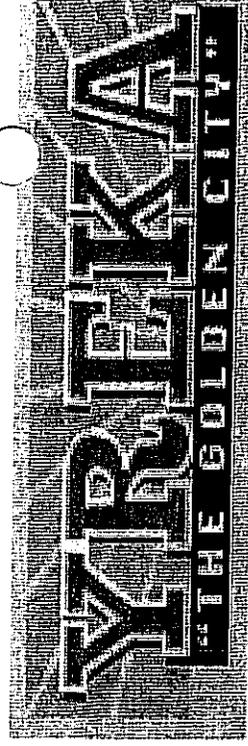


Invoice No	Amount	Payment Date	Description	Check Number	Date	Acct Number	reference
Vendor: 1323			SOVEREIGN BANK				
11/15/12	9,176.98	11/15/2012	NOVEMBER 2012	408	11/15/2012	30-210-0000-740-000	
11/15/12	2,140.02	11/15/2012	NOVEMBER 2012			30-210-0000-745-000	
Total for Check	11,317.00						
Total for 1323	11,317.00						
Total Checks:	11,317.00						

# Accounts Payable

## Computer Check Proof List by Vendor

User: lysandra  
 Printed: 11/29/2012 - 3:08PM  
 Batch: 00012.11.2012



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1527	ACME COMPUTER				
84645	INV 84645	3,375.00	12/07/2012	01-050-0000-525-000	ACH Enabled: False
	Check Total:	3,375.00			
Vendor: 1011	AMERICAN LINEN				
LMED738672	INV LMED738672	43.37	12/07/2012	01-200-0000-526-000	ACH Enabled: False
	Check Total:	43.37			
Vendor: 1013	AMERICAN WATER WORKS ASSN				
662141	INV 662141 (4) OPERATOR FIELD GUIDES	209.50	12/07/2012	70-510-0000-416-000	ACH Enabled: False
700572011	INV 700572011	413.00	12/07/2012	70-510-0000-535-000	
	Check Total:	622.50			
Vendor: 1080	ARAMARK UNIFORM SERVICES INC				
7637001 10/12	ACCT 7637001 10/12	133.88	12/07/2012	01-350-0000-510-000	ACH Enabled: False
	Check Total:	133.88			
Vendor: 4301	AT&T CALNET 2				
3818819	INV 3818819	178.43	12/07/2012	01-200-0000-517-000	ACH Enabled: False
3840668	INV 3840668	596.43	12/07/2012	01-200-0000-517-000	
3844132	INV 3844132	28.92	12/07/2012	01-200-0000-517-000	
3870347	INV 3870347	16.49	12/07/2012	01-300-0000-517-000	
3870348	INV 3870348	15.98	12/07/2012	80-560-0000-517-000	
3870352	INV 3870352	45.80	12/07/2012	01-020-0000-517-000	
3870360	INV 3870360	30.89	12/07/2012	70-510-0000-517-000	
3871081	INV 3871081	15.98	12/07/2012	70-510-0000-517-000	
	Check Total:	928.92			
Vendor: 1437	WILLIAM AYRES				
	Check Total:				ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
10517	INV 10517	1,529.46	12/07/2012	01-040-0000-525-000	
	Check Total:	1,529.46			
Vendor: 6021	BASIC LABORATORY INC			Check Sequence: 7	ACH Enabled: False
1210172	INV 1210172	84.00	12/07/2012	70-500-0000-420-006	
1210332	INV 1210332	121.00	12/07/2012	80-560-0000-416-001	
1210432	INV 1210432	84.00	12/07/2012	70-500-0000-420-006	
1210480	INV 1210480	121.00	12/07/2012	80-560-0000-416-001	
1210622	INV 1210622	84.00	12/07/2012	70-500-0000-420-006	
1210647	INV 1210647	201.00	12/07/2012	20-390-0000-516-000	
1210687	INV 1210687	932.00	12/07/2012	80-560-0000-416-001	
1210703	INV 1210703	233.00	12/07/2012	80-560-0000-416-001	
	Check Total:	1,860.00			
Vendor: 1023	BAXTER AUTO PARTS			Check Sequence: 8	ACH Enabled: False
3011215 10/12	ACCT 3011215 10/12	550.70	12/07/2012	01-350-0000-520-000	
	Check Total:	550.70			
Vendor: 1041	RON BLACK			Check Sequence: 9	ACH Enabled: False
12/07/12	DECEMBER 2012	675.00	12/07/2012	01-200-0000-521-004	
	Check Total:	675.00			
Vendor: 1057	CDW-G COMPUTING SOLUTIONS			Check Sequence: 10	ACH Enabled: False
T1166087	INV T1166087	154.44	12/07/2012	01-020-0000-515-000	
	Check Total:	154.44			
Vendor: 1058	CEB CONTINUING EDUCATION OF THE BA			Check Sequence: 11	ACH Enabled: False
10069208	INV 10069208	139.78	12/07/2012	01-040-0000-516-000	
	Check Total:	139.78			
Vendor: 1064	CHURCHILL INSURANCE			Check Sequence: 12	ACH Enabled: False
26501	INV 26501	2,358.00	12/07/2012	01-210-0000-530-004	
	Check Total:	2,358.00			
Vendor: 1068	CL POPE CO			Check Sequence: 13	ACH Enabled: False
21177	INV 21177	111.54	12/07/2012	01-400-0000-416-002	

Vendor: 2134 28520	Check Total: CRIMINALISTICS INC INV 28520	111.54	12/07/2012	Check Sequence: 14 01-350-0000-520-000	ACH Enabled: False
Vendor: 3118 156674-IN 156675-IN 33253-IN 33645-IN CL15144	Check Total: CROSS PETROLEUM INV 156674-IN INV 156675-IN INV 33253-IN INV 33645-IN INC CL15144	56.90 56.90 1,709.46 6,849.72 42.83 27.99 89.45	12/07/2012 12/07/2012 12/07/2012 12/07/2012 12/07/2012 12/07/2012	Check Sequence: 15 01-350-0000-520-100 01-350-0000-520-100 01-350-0000-520-150 01-350-0000-520-100 01-200-0000-520-310	ACH Enabled: False
Vendor: 1093 43992 43992	Check Total: DATA TICKET INC INV 43992 INV 43992	8,719.45 -15.00 150.00	12/07/2012 12/07/2012	Check Sequence: 16 24-000-0000-825-000 24-200-0000-526-005	ACH Enabled: False
Vendor: 10101 939369 939369	Check Total: DEPT OF JUSTICE INV 939369 INV 939369	135.00 32.00 32.00	12/07/2012 12/07/2012	Check Sequence: 17 70-500-0000-525-000 80-550-0000-525-000	ACH Enabled: False
Vendor: 1106 12/07/12	Check Total: PATRICK DIRCKSEN REIMBURSE SUPPLIES	64.00 162.30	12/07/2012	Check Sequence: 18 01-200-0000-510-000	ACH Enabled: False
Vendor: 1107 0354090 12/12	Check Total: DISH NETWORK 8255707080354090 12/12	48.99 48.99	12/07/2012	Check Sequence: 19 01-200-0000-517-000	ACH Enabled: False
Vendor: 1116 1827660	Check Total: DRY CREEK LANDFILL INC INV 1827660	2,027.16 2,027.16	12/07/2012	Check Sequence: 20 80-560-0000-420-006	ACH Enabled: False
Vendor: 1968	Check Total: JUSTIN & BRIAN FONTAINE			Check Sequence: 21	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
AUGUST 2012	EQUIP WASHES - AUGUST 2012	105.00	12/07/2012	01-200-0000-520-001	
JULY 2012	EQUIP WASHES - JULY 2012	90.00	12/07/2012	01-200-0000-520-001	
JUNE 2012	EQUIP WASHES - JUNE 2012	75.00	12/07/2012	01-200-0000-520-001	
OCT 2012	EQUIP WASHES - OCT 2012	86.00	12/07/2012	01-200-0000-520-001	
SEPT 2012	EQUIP WASHES - SEPT 2012	105.00	12/07/2012	01-200-0000-520-001	
Check Total:		461.00			
Vendor: 1913	G & G HARDWARE (ADMINISTRATION)			Check Sequence: 22	ACH Enabled: False
144174	INV 144174	8.57	12/07/2012	01-470-0000-520-000	
144271	INV 144271	15.00	12/07/2012	01-480-0000-520-000	
Check Total:		23.57			
Vendor: 1912	G & G HARDWARE (FALL CREEK)			Check Sequence: 23	ACH Enabled: False
144349	INV 144349	6.11	12/07/2012	70-510-0000-420-000	
144476	INV 144476	6.28	12/07/2012	70-510-0000-420-000	
144605	INV 144605	54.68	12/07/2012	70-510-0000-420-000	
144733	INV 144733	31.41	12/07/2012	70-510-0000-420-003	
144848	INV 144848	11.25	12/07/2012	70-510-0000-521-000	
144925	INV 144925	3.74	12/07/2012	70-510-0000-420-000	
144945	INV 144945	6.96	12/07/2012	70-510-0000-420-000	
145019	INV 145019	31.07	12/07/2012	70-510-0000-420-000	
145342	INV 145342	42.32	12/07/2012	70-510-0000-420-000	
Check Total:		193.82			
Vendor: 1910	G & G HARDWARE (PARKS)			Check Sequence: 24	ACH Enabled: False
144344	INV 144344	6.96	12/07/2012	01-400-0000-416-000	
144387	INV 144387	5.31	12/07/2012	01-400-0000-416-000	
145046	INV 145046	4.28	12/07/2012	70-500-0000-416-009	
145166	INV 145166	11.79	12/07/2012	01-400-0000-422-000	
Check Total:		28.34			
Vendor: 1902	G & G HARDWARE (WWTP)			Check Sequence: 25	ACH Enabled: False
144437	INV 144437	6.41	12/07/2012	80-560-0000-420-003	
144655	INV 144655	34.91	12/07/2012	80-560-0000-420-003	
145125	INV 145125	69.70	12/07/2012	80-560-0000-422-000	
145308	INV 145308	24.65	12/07/2012	80-560-0000-420-003	
Check Total:		135.67			
Vendor: 2024	GERARD PELLETIER TRANSFER (FLEET)			Check Sequence: 26	ACH Enabled: False

Invoice	Description	Amount	Payment Date	Acct Number	Reference
1205	INV 1205 ACCT 45	51.00	12/07/2012	01-350-0000-416-001	
	Check Total:	51.00			
Vendor: 2023	GERARD PELLETIER TRANSFER (YPD)			Check Sequence: 27	ACH Enabled: False
580	INV 580 ACCT 930	5.00	12/07/2012	01-230-0000-518-004	
	Check Total:	5.00			
Vendor: 2133	ROBERT HAMMERSLY			Check Sequence: 28	ACH Enabled: False
10/30/12	INV 10/30/12 FIRE DEPT	379.95	12/07/2012	04-610-1018-561-000	
	Check Total:	379.95			
Vendor: 2131	HIGHWAY PRODUCTS INC			Check Sequence: 29	ACH Enabled: False
44260	INV 44260	1,099.95	12/07/2012	70-510-0000-420-000	
	Check Total:	1,099.95			
Vendor: 1149	HINDERLITER DE LLAMAS & ASSOCIATES			Check Sequence: 30	ACH Enabled: False
20200-IN	INV 20200-IN	2,970.27	12/07/2012	01-020-0000-526-000	
20200-IN	INV 20200-IN	450.00	12/07/2012	01-020-0000-526-000	
	Check Total:	3,420.27			
Vendor: 1964	JEFFERSON ECONOMIC DEVELOPMENT II			Check Sequence: 31	ACH Enabled: False
58741012	INV 58741012	10,886.01	12/07/2012	65-630-3505-526-000	
58741012	INV 58741012	10.65	12/07/2012	65-630-3505-526-001	
	Check Total:	10,896.66			
Vendor: 23080	JIM WILSON MOTORS			Check Sequence: 32	ACH Enabled: False
32546	INV 32546	46.49	12/07/2012	01-200-0000-520-360	
	Check Total:	46.49			
Vendor: 23080	JIM WILSON MOTORS			Check Sequence: 33	ACH Enabled: False
2013 EXPLORER	VIN #1FM5K8AR3DGB59129	31,971.31	12/07/2012	10-200-0000-650-000	
	Check Total:	31,971.31			
Vendor: 1174	L & M RENTALS			Check Sequence: 34	ACH Enabled: False
18515	INV 18515	1,126.12	12/07/2012	80-560-0000-421-004	
	Check Total:	1,126.12			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1555	LN CURTIS & SONS			Check Sequence: 35	ACH Enabled: False
1246890-00	INV 1246890-00	1,924.08	12/07/2012	01-210-0000-450-011	
1246890-01	INV 1246890-01	9,916.34	12/07/2012	01-210-0000-450-011	
1246890-02	INV 1246890-02	452.60	12/07/2012	01-210-0000-450-011	
1246890-03	INV 1246890-03	641.36	12/07/2012	01-210-0000-450-011	
	Check Total:	12,934.38			
Vendor: 1400	MADRONE HOSPICE			Check Sequence: 36	ACH Enabled: False
12/07/12	DECEMBER 2012	5,343.75	12/07/2012	01-090-0000-560-004	
	Check Total:	5,343.75			
Vendor: 1526	MAGIC RAIN CAR WASH			Check Sequence: 37	ACH Enabled: False
1232	INV 1232	84.00	12/07/2012	01-200-0000-520-001	
	Check Total:	84.00			
Vendor: 1203	MCMMASTER-CARR			Check Sequence: 38	ACH Enabled: False
39606290	INV 39606290	17.40	12/07/2012	01-350-0000-520-000	
40687940	INV 40687940	47.83	12/07/2012	70-510-0000-420-000	
	Check Total:	65.23			
Vendor: 2109	METROCOUNT USA INC			Check Sequence: 39	ACH Enabled: False
US005018	INV US005018	3,649.00	12/07/2012	24-320-0000-450-000	
	Check Total:	3,649.00			
Vendor: 1212	MT SHASTA SPRING WATER			Check Sequence: 40	ACH Enabled: False
323215	INV 323215	18.95	12/07/2012	80-560-0000-420-003	
	Check Total:	18.95			
Vendor: 22019	OFFICE DEPOT			Check Sequence: 41	ACH Enabled: False
633347422001	INV 633347422001	57.91	12/07/2012	01-300-0000-515-000	
633347422001	INV 633347422001	48.23	12/07/2012	01-030-0000-515-000	
633347423001	INV 633347423001	855.82	12/07/2012	01-020-0000-515-000	
633428632001	INV 633428632001	77.21	12/07/2012	01-040-0000-515-000	
	Check Total:	1,039.17			
Vendor: 15025	OHLUND'S OFFICE SUPPLY			Check Sequence: 42	ACH Enabled: False
186573	INV 186573	169.25	12/07/2012	01-200-0000-515-000	



Invoice

Description

Amount

Payment Date

Acct Number

Reference

Vendor	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1237 1612669	Check Total: OLIN CORP - CHLOR ALKALI INV 1612669	169.25 5,157.10	12/07/2012	Check Sequence: 43 80-560-0000-416-002	ACH Enabled: False
Vendor: 1239 11512	Check Total: ONARHEIM INV 11512	5,157.10 35.00	12/07/2012	Check Sequence: 44 20-310-0000-525-000	ACH Enabled: False
Vendor: 16014 20315 20316 20316 20316 20316 20316 20316 20316 20316 20316 20317	Check Total: PACE ENGINEERING INC INV 20315 INV 20316 INV 20316 INV 20316 INV 20316 INV 20316 INV 20316 INV 20316 INV 20316 INV 20316 INV 20317	35.00 393.00 366.09 182.85 323.33 549.13 834.20 427.10 230.40 878.61 8,343.70	12/07/2012	Check Sequence: 45 71-500-3020-625-008 71-500-3020-625-008 71-500-3020-625-009 71-500-3020-625-010 71-510-3020-620-007 71-510-3020-620-008 71-510-3020-625-009 71-510-3020-625-010 71-500-3020-625-007 81-560-3024-425-000	ACH Enabled: False
Vendor: 1244 36448	Check Total: PACIFIC MUNICIPAL CONSULTANTS INV 36448	12,528.41 187.50	12/07/2012	Check Sequence: 46 01-060-0000-526-000	ACH Enabled: False
Vendor: 16030 56810274 10/12 56810274 10/12	Check Total: PACIFIC POWER 62665681-027 4 10/12 62665681-027 4 10/12	187.50 207.20 866.70	12/07/2012	Check Sequence: 47 01-200-0000-518-001 01-200-0000-518-001	ACH Enabled: False
Vendor: 1253 12/07/12 12/07/12 12/07/12	Check Total: PERFECTION CLEANING INC NOVEMBER 2012 NOVEMBER 2012 NOVEMBER 2012	1,073.90 185.00 680.00 300.00	12/07/2012	Check Sequence: 48 01-080-0000-526-001 01-200-0000-526-001 01-400-0000-426-003	ACH Enabled: False
	Check Total:	1,165.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1396	PUBLIC SAFETY CENTER INC			Check Sequence: 49	ACH Enabled: False
5372410	INV 5372410 GLOW STICKS	112.09	12/07/2012	24-200-0000-416-003	
5372451	INV 5372451 GUN RESIDUE TEST	86.25	12/07/2012	01-200-0000-416-000	
	Check Total:	198.34			
Vendor: 1143	RENTAL GUYS REDDING			Check Sequence: 50	ACH Enabled: False
484220	INV 484220	96.39	12/07/2012	01-350-0000-520-000	
	Check Total:	96.39			
Vendor: UB*00099	RITE AID CORPORATION			Check Sequence: 51	ACH Enabled: False
	Refund Check	123.82	11/19/2012	70-000-0000-950-000	
	Refund Check	5,296.90	11/19/2012	70-000-0000-950-000	
	Refund Check	39.34	11/19/2012	31-000-0000-950-000	
	Refund Check	392.50	11/19/2012	80-000-0000-950-000	
	Check Total:	5,852.56			
Vendor: 1528	RUECK COMPANY			Check Sequence: 52	ACH Enabled: False
12-3468-1	INV 12-3468-1	2,646.34	12/07/2012	80-560-0000-420-001	
12-3713-1	INV 12-3713-1	1,976.82	12/07/2012	80-560-0000-420-001	
	Check Total:	4,623.16			
Vendor: 1283	SC ECONOMIC DEVELOPMENT COUNCIL			Check Sequence: 53	ACH Enabled: False
12/07/12	DECEMBER 2012	3,333.33	12/07/2012	01-090-0000-560-001	
	Check Total:	3,333.33			
Vendor: 1729	LINDA SCHAMEL			Check Sequence: 54	ACH Enabled: False
11/21/12	INV 11/21/12	90.00	12/07/2012	80-550-0000-525-000	
	Check Total:	90.00			
Vendor: 1572	SHOP SMART			Check Sequence: 55	ACH Enabled: False
1499979	INV 1499979 ACCT 46872	48.00	12/07/2012	01-200-0000-516-000	
1507466	INV 1507466 ACCT 46872	55.60	12/07/2012	01-200-0000-516-000	
	Check Total:	103.60			
Vendor: 25035	MICHAEL SIMAS			Check Sequence: 56	ACH Enabled: False
38408	INV 38408	805.13	12/07/2012	70-030-0000-516-000	
38409	INV 38409	662.70	12/07/2012	70-030-0000-516-000	
38476	INV 38476	383.96	12/07/2012	01-090-0000-561-026	



Invoice

Description

Amount

Payment Date

Acct Number

Reference

Vendor:	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 19100	Check Total:	1,851.79			
6306	SISKIYOU DAILY NEWS			Check Sequence: 57	ACH Enabled: False
6323	NEWS #6306	51.75	12/07/2012	01-060-0000-519-000	
6332	NEWS #6323	1,424.50	12/07/2012	01-220-0000-525-000	
	NEWS #6332	85.75	12/07/2012	01-020-0000-519-000	
	Check Total:	1,562.00			
Vendor: 1314	SISKIYOU OPPORTUNITY CENTER	10.00	12/07/2012	Check Sequence: 58	ACH Enabled: False
10723	INV 10723	10.00		01-200-0000-526-000	
Vendor: 1740	Check Total:	10.00			
10813	SJ DENHAM				
	INV 10813	184.90	12/07/2012	Check Sequence: 59	ACH Enabled: False
	Check Total:	184.90		01-350-0000-520-000	
Vendor: 1333	STEINHOFF HEAVY EQUIPMENT & REPAIR				
020687	INV 020687	164.93	12/07/2012	Check Sequence: 60	ACH Enabled: False
020869	INV 020869	117.87	12/07/2012	01-350-0000-520-000	
	Check Total:	282.80			
Vendor: 22015	SUBURBAN PROPANE				
002022	1638-002022 11/12	929.72	12/07/2012	Check Sequence: 61	ACH Enabled: False
002535	1638-002535 11/12	221.97	12/07/2012	01-210-0000-518-002	
002535	1638-002535 11/12	8.00	12/07/2012	01-020-0000-518-002	
002543	1638-002543 11/12	170.19	12/07/2012	04-610-1016-518-002	
002551	1638-002551 11/12	1,126.19	12/07/2012	01-470-0000-518-002	
010421	1638-010421 11/12	249.91	12/07/2012	01-480-0000-518-002	
	Check Total:	2,705.98		01-210-0000-518-002	
Vendor: 1338	SVM PLUMBING				
13986	INV 13986	309.00	12/07/2012	Check Sequence: 62	ACH Enabled: False
13987	INV 13987	309.00	12/07/2012	01-210-0000-520-000	
	Check Total:	618.00		80-550-0000-416-000	
Vendor: 19015	SY AUTO SUPPLY				
5470 10/12	ACCT 5470 10/12	107.22	12/07/2012	Check Sequence: 63	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	107.22			
Vendor: 20015	TERMINIX INTERNATIONAL			Check Sequence: 64	ACH Enabled: False
7135851 12/12	ACCT 7135851 12/12 - FOR 1 YEAR	1,047.60	12/07/2012	04-620-1017-520-000	
	Check Total:	1,047.60			
Vendor: 21027	UNITED PARCEL SERVICE			Check Sequence: 65	ACH Enabled: False
84V993452	INV 84V993452	8.14	12/07/2012	70-510-0000-420-000	
84V993452	INV 84V993452	8.14	12/07/2012	70-510-0000-420-000	
84V993452	INV 84V993452	5.61	12/07/2012	70-510-0000-420-000	
84V993452	INV 84V993452	3.62	12/07/2012	80-560-0000-420-003	
	Check Total:	25.51			
Vendor: 1352	UNITED ROTARY BRUSH CORP			Check Sequence: 66	ACH Enabled: False
CI136154	INV CI136154	803.23	12/07/2012	01-350-0000-520-000	
	Check Total:	803.23			
Vendor: 1353	USA BLUE BOOK			Check Sequence: 67	ACH Enabled: False
813183	INV 813183	1,926.16	12/07/2012	80-560-0000-420-003	
	Check Total:	1,926.16			
Vendor: 25090	USPS			Check Sequence: 68	ACH Enabled: False
12/07/12	DECEMBER 2012	1,220.00	12/07/2012	70-030-0000-515-001	
	Check Total:	1,220.00			
Vendor: 23008	WAL-MART COMMUNITY			Check Sequence: 69	ACH Enabled: False
003429	INV 003429	273.98	12/07/2012	01-050-0000-550-000	
005231	INV 005231	12.61	12/07/2012	01-090-0000-561-006	
	Check Total:	286.59			
Vendor: 1359	DANIEL WALLACE			Check Sequence: 70	ACH Enabled: False
10/11/12	INV 10/11/12 PHILLIPE LN	2,902.50	12/07/2012	60-610-3215-515-000	
	Check Total:	2,902.50			
Vendor: 1360	WEST PAYMENT CENTER			Check Sequence: 71	ACH Enabled: False
825951843	INV 825951843	634.66	12/07/2012	01-040-0000-516-001	

Vendor: 1368 187-1036999	Check Total: WINGFOOT COMMERCIAL TIRE INV 187-1036999	634.66			
Vendor: 25005 1395 10/12	Check Total: YREKA AUTO PARTS ACCT 1395 10/12	310.08	12/07/2012	01-350-0000-520-200	ACH Enabled: False
Vendor: 1374 12/07/12	Check Total: YREKA CHAMBER OF COMMERCE DECEMBER 2012	32.23	12/07/2012	01-350-0000-520-000	ACH Enabled: False
Vendor: 25040 100794 100871	Check Total: YREKA HARDWARE INV 100794 INV 100871	4,275.00	12/07/2012	01-090-0000-560-000	ACH Enabled: False
Vendor: 25120	Check Total: YREKA TRANSFER ACCT 005821 11/12 ACCT 024631 11/12 ACCT 043311 11/12 ACCT 054217 11/12	26.01	12/07/2012	01-350-0000-520-000	ACH Enabled: False
	Check Total:	379.00			
	Total for Check Run:	152,474.82			
	Total of Number of Checks:	76			

CITY OF YREKA  
TREASURER'S REPORT TO THE CITY COUNCIL  
Sep-2012

Fund Type	Fund	Fund Description	Previous Balance	Receipts / Debits	Disbursements / Credits	Prior Period Adj.	Cash Balance by Fund	
General-Unrestricted	01	General Operating	\$ 1,680,327.33	\$ 376,953.19	\$ 382,748.40	\$ -	\$ 1,674,534.12	
General-Designated	01	Comm Art	2,772.56	-	-	-	2,772.56	
General-Designated	01	Fire Museum	4,952.35	-	-	-	4,952.35	
General-Designated	01	Planning Deposits	-	-	-	-	0.00	
General-Designated	01	Sidewalk in Lieu	35,803.46	-	-	-	35,803.46	
General-Designated	01	Parkland Trust	-	-	-	-	0.00	
General-Designated	01	Police Asset Forfeit	6,424.78	-	-	-	6,424.78	
General-Designated	01	Parking Fees	63,011.04	-	-	-	63,011.04	
General-Designated	01	Campbell Tract Redemption	48,020.34	-	-	-	48,020.34	
General-Designated	01	Baker Tract/Lucas	-	-	-	-	0.00	
General-Designated	02	Gifts Donations	3,710.10	-	-	-	3,710.10	
General-Designated	02	K-9 Unit	16,283.94	-	-	-	16,283.94	
General-Designated	02	YPD Donated - Hltson	8,058.85	-	-	-	8,058.85	
General-Designated	02	YPD Donated - Travellers	3,864.72	-	-	-	3,864.72	
General-Designated	02	YPD Donated - Teen Fund	453.08	-	-	-	453.08	
General-Designated	02	Greenhorn Park Redevelopment	-	-	-	-	0.00	
General-Designated	03	YVFD Volunter Fund	80,859.96	-	8,990.94	-	71,869.02	
General-Restricted	04	Crandell Cash	1,959,362.63	2,358.00	4,464.97	-	1,957,255.66	
General-Restricted	04	Morgan Stanely Smith Barney-Crandall	-	-	-	-	0.00	
General-Designated	08	Grant Projects Reserve	1,212,428.09	9,440.32	21,230.60	-	1,200,635.81	
General-Designated	08	PERS Pension Liability Reserve	(526,282.82)	9,440.32	-	-	(516,842.50)	
General-Designated	09	Reserves for Cap. Outlay	1,017,244.04	-	-	-	1,017,244.04	General - All
General-Designated	10	Capital Outlay	178,133.57	15,962.51	20,813.58	-	173,282.50	\$ 5,771,333.87
Spec. Rev. -Streets	20	Gas Tax 2108	(29,113.78)	15,082.49	21,806.21	-	(35,837.50)	
Spec. Rev. -Streets	20	Traffic Conjestion Relief	-	-	-	-	0.00	
Spec. Rev. -Streets	21	Local Transportation	441,562.21	-	-	-	441,562.21	Streets
Spec. Rev. -Streets	24	Fines - Traffic Safety	60,348.81	3,691.05	6,908.99	-	57,132.87	\$ 462,857.66
Special Revenue	30	Fire Assessment Spec. Rev	302,005.27	15,714.11	15,273.83	-	302,445.55	
Special Revenue	31	Landfill Access Fee - Debt Service	(232,110.87)	16,007.47	588.68	-	(218,672.08)	Special Revenues
Special Revenue	32	Developer Impact Fees	378,230.10	300.08	-	-	378,530.18	\$ 464,303.65
Special Grants	60	Spec Grants Capital Outlay	(131,524.85)	1,478.75	11,897.76	-	(142,045.88)	Special Grants
Special Grants	65	Community Development Grants	72,929.14	79,161.89	7,600.45	-	144,490.58	\$ 2,444.72
Water Enterprise	70	Water Operating	229,340.67	278,284.46	183,632.11	-	324,973.02	
Water Enterprise	71	Water Capital Projects	487,457.48	472,908.62	483,162.30	-	477,203.78	
Water Enterprise	72	Water Debt Servicing	264,000.00	-	-	-	264,000.00	
Water Enterprise	72	USDA COPS 2010	100,000.00	-	-	-	100,000.00	Water Enterprise
Water Enterprise	74	Water Reserves	3,887,942.56	72,819.53	-	-	3,960,762.09	\$ 5,126,938.89
Sewer Enterprise	80	Sewer Operating	74,221.25	181,891.83	143,743.93	-	112,369.15	
Sewer Enterprise	81	Sewer Capital Outlay	378,736.54	73.15	320.32	-	378,489.37	
Sewer Enterprise	82	Sewer Debt Servicing	151,353.22	-	108,293.72	-	43,059.50	
Sewer Enterprise	82	USDA COPS 2003	100,000.00	-	-	-	100,000.00	Enterprise-Sewer
Sewer Enterprise	84	Sewer Reserves	1,808,557.27	47,842.17	-	-	1,856,399.44	\$ 2,490,317.46
Agency	90	Agency - Cash	88,386.10	395,266.09	473,750.01	-	9,902.18	Agency- Payroll
							\$ 9,902.18	
		<b>COLUMN TOTALS</b>	<b>\$14,227,747.22</b>	<b>\$ 1,895,654.03</b>	<b>\$ 1,895,302.80</b>	<b>\$ -</b>	<b>\$14,328,098.45</b>	<b>\$ 14,328,098.45</b>

BANK RECAPITULATION		PER BANK	Market Value	PER LEDGER
L.A.I.F. 0.348%		13,488,460.30	13,488,460.30	
Petty Cash Drawers		700.00		
YVFD Petty Cash		100.00		
TriCounties YVFD DDA		47,430.27		
TriCounties YVFD CD 0.250% due 2/21/13		24,512.44	24,512.44	
Scott Valley Bank - Primary DDA		827,386.22		
<b>TOTAL PER BANK</b>		<b>14,488,589.23</b>		<b>Cash Total 14,328,098.45</b>
<b>ADJUSTMENTS</b>				
UB ACH SVB 10/1 GL 9/28		100.00		Petty Cash -
Less Outstanding Checks SVB		(148,731.73)		
Less Outstanding Checks TCB		(173.69)		
SVB DDA Fees 9/30 GL 10/1		108.20		
SVB DDA Interest 9/30 GL 10/1		(204.38)		
Aug Deposit Adj HUTA GL Post 10/3		(10,535.86)		
Bank Dep Adjustment		(0.29)		
Payroll PORAC Adj.		564.00		
UB ACH G/L 10/1 SVB 9/27		592.91		
DOJ Grant Pymt - YPD SVB 8/31 G/L 10/5		(2,209.94)		
<b>TOTAL PER LEDGER</b>		<b>14,328,098.45</b>		<b>14,328,098.45</b>

SRH

Rhetta Hogan, City Treasurer

David Simmen, City Mayor

**2012-2013 Operating Budget of Revenue and Expenditures  
with Actuals through  
September 30, 2012**

Fund Analysis	REVENUE		EXPENSE		Excess of Rev over Exp - Surplus/ (Deficit)		Based on Operating Budget			
	Adopted	Operating Budget - Year to Date	Adopted	Operating Budget - Year to Date	Operating Budget	Net Actual Year to Date	Estimated Beginning Capital	Operating Working Capital	Operating Budget / Net Increase / (Decrease)	Ending Working Capital
Major Grrp Investment In LAIF	4,844,507.10	252,820.35	4,840,592.49	4,840,592.49	3,914.61	(914,628.30)	2,688,399.88	3,914.61	2,692,314.49	1,835,518.65
General Operating Fund	4,844,507.10	252,820.35	4,840,592.49	4,840,592.49	3,914.61	(914,628.30)	2,688,399.88	3,914.61	2,692,314.49	1,835,518.65
Gifts Donations	(17,328.10)	-	1,200.00	1,200.00	(18,528.10)	-	32,370.69	(18,528.10)	13,841.59	32,370.69
YVFD Volunteer Fund	20,500.00	305.52	20,500.00	20,500.00	-	(13,124.66)	84,993.68	-	84,993.68	71,899.02
Trusts - Grandell-Stewart	30,000.00	5,729.59	124,820.00	124,820.00	(94,820.00)	(7,325.77)	1,964,581.43	(94,820.00)	1,869,761.43	1,957,255.66
General Fund Reserves	(393,283.00)	(251,687.88)	(199,347.00)	(26,298.40)	(153,946.00)	(223,399.48)	906,178.74	(153,946.00)	752,232.74	683,743.31
Reserves for Cap. Outlay	120,000.00	120,000.00	25,000.00	25,000.00	95,000.00	95,000.00	904,047.10	95,000.00	999,047.10	1,017,244.04
Capital Outlay	250,000.00	262,684.43	250,000.00	35,388.65	(9,529.00)	(9,529.00)	3,982,171.64	(9,529.00)	3,972,642.64	173,282.50
General Fund - Restricted or Designated	49,877.90	136,931.42	222,173.00	231,702.00	(181,824.10)	76,375.87	3,982,171.64	(181,824.10)	3,710,347.54	3,935,815.22
<b>Total General Fund</b>	<b>4,994,385.00</b>	<b>4,994,385.00</b>	<b>5,092,765.49</b>	<b>5,072,294.49</b>	<b>(177,909.49)</b>	<b>(838,262.43)</b>	<b>6,660,571.62</b>	<b>(177,909.49)</b>	<b>6,402,662.03</b>	<b>6,771,333.87</b>
Gas Tax & Traffic Cong.	436,066.03	34,845.25	436,066.03	70,662.75	-	(35,837.50)	6,233.43	-	6,233.43	(35,837.50)
Local Transportation	201,000.00	201,000.00	376,493.24	376,493.24	(175,493.24)	-	441,593.24	(175,493.24)	266,068.97	441,593.24
Fines - Traffic Safety	105,736.99	72,327.96	105,736.99	17,440.82	-	64,887.34	2,245.63	-	2,245.63	57,132.97
Road, Street & Transit - Restricted	742,803.02	742,803.02	919,286.26	88,123.37	(175,493.24)	19,048.84	450,041.27	(175,493.24)	274,548.03	462,857.68
<b>Total Road, Street and Transit</b>	<b>742,803.02</b>	<b>742,803.02</b>	<b>919,286.26</b>	<b>88,123.37</b>	<b>(175,493.24)</b>	<b>19,048.84</b>	<b>450,041.27</b>	<b>(175,493.24)</b>	<b>274,548.03</b>	<b>462,857.68</b>
Fire Assessment Spec. Rev	221,000.00	221,000.00	142,508.17	128,838.31	78,481.83	(72,361.40)	392,642.68	78,481.83	471,134.51	302,445.55
Landfill Access Fee - Debt Service	215,500.00	215,500.00	181,467.97	176,191.01	34,032.03	(121,319.17)	(70,725.58)	34,032.03	(36,693.55)	(216,672.08)
Developer Impact Fees	40,075.00	40,075.00	-	-	40,075.00	-	74,083.61	40,075.00	114,128.61	378,530.18
Special Revenue - Restricted	476,575.00	476,575.00	323,976.14	305,026.32	152,598.86	(183,680.57)	395,970.71	152,598.86	548,569.57	464,303.65
<b>Total Special Revenue</b>	<b>476,575.00</b>	<b>476,575.00</b>	<b>323,976.14</b>	<b>305,026.32</b>	<b>152,598.86</b>	<b>(183,680.57)</b>	<b>395,970.71</b>	<b>152,598.86</b>	<b>548,569.57</b>	<b>464,303.65</b>
Spec Grants Capital Outlay	1,905,750.00	1,211,750.00	1,905,750.00	1,905,750.00	218,000.00	(154,852.32)	(148.84)	218,000.00	215,851.16	(142,045.86)
Community Development Grants	176,500.00	176,500.00	184,000.00	6,728.24	(7,500.00)	(69,832.01)	207,512.83	(7,500.00)	200,012.83	144,490.58
Special Grants - Capital Projects	2,082,250.00	2,288,250.00	2,089,750.00	2,089,750.00	208,500.00	(223,884.33)	207,364.09	208,500.00	415,864.09	2,444.72
<b>Total Grants - Operating &amp; Capital Projects</b>	<b>2,082,250.00</b>	<b>2,288,250.00</b>	<b>2,089,750.00</b>	<b>2,089,750.00</b>	<b>208,500.00</b>	<b>(223,884.33)</b>	<b>207,364.09</b>	<b>208,500.00</b>	<b>415,864.09</b>	<b>2,444.72</b>
Water Operating	1,643,586.31	436,331.15	1,643,586.31	283,922.67	-	152,408.48	(29,233.70)	-	(29,233.70)	324,973.02
Water Capital Projects	1,163,213.80	623,608.62	1,163,213.80	1,006,759.20	(67,000.00)	(383,152.56)	344,793.73	(67,000.00)	277,793.73	477,203.78
Water Debt Servicing	264,000.00	264,000.00	264,000.00	(36,270.34)	264,000.00	300,270.34	100,000.00	264,000.00	100,000.00	364,000.00
Water Reserves	(387,800.11)	165,817.86	-	-	(387,800.11)	185,917.86	4,399,502.10	(387,800.11)	4,011,701.99	3,980,762.09
Water Enterprise	2,683,000.00	1,918,755.63	3,070,800.11	1,254,411.53	(454,800.11)	285,344.10	4,815,062.13	(454,800.11)	4,360,262.02	5,126,938.89
Sewer Operating	1,548,469.40	310,639.49	1,548,469.40	238,464.95	-	72,174.83	(14,404.55)	-	(14,404.55)	112,369.15
Sewer Capital Outlay	30,000.00	30,000.00	30,000.00	784.23	(148,000.00)	(784.23)	100,000.00	(148,000.00)	(48,000.00)	378,489.37
Sewer Debt Servicing	126,451.22	126,451.22	126,451.22	37,352.53	685,556.38	142,733.53	2,840,467.03	685,556.38	3,006,028.41	143,059.50
Sewer Reserves	665,559.38	142,733.53	-	-	516,559.38	303,222.82	2,726,052.48	516,559.38	3,242,621.86	1,856,389.44
Sewer Enterprise Fund	2,370,500.00	2,370,500.00	1,704,940.62	1,853,940.62	516,559.38	303,222.82	2,726,052.48	516,559.38	3,242,621.86	2,480,317.46
<b>Total Enterprise Funds</b>	<b>5,053,500.00</b>	<b>5,053,500.00</b>	<b>4,175,740.73</b>	<b>4,981,740.73</b>	<b>617,959.27</b>	<b>589,566.92</b>	<b>7,641,124.61</b>	<b>617,959.27</b>	<b>7,902,883.89</b>	<b>7,677,266.35</b>
Agency Trust - Cash	-	-	(8,684.69)	(8,684.69)	-	8,684.69	-	-	-	9,902.18
Agency Funds	-	-	(8,684.69)	(8,684.69)	-	8,684.69	-	-	-	9,902.18
<b>Total Agency Funds</b>	<b>-</b>	<b>-</b>	<b>(8,684.69)</b>	<b>(8,684.69)</b>	<b>-</b>	<b>8,684.69</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,902.18</b>
<b>All Funds Combined</b>	<b>13,248,513.02</b>	<b>13,465,513.02</b>	<b>13,170,528.62</b>	<b>13,396,057.62</b>	<b>69,456.40</b>	<b>(669,516.89)</b>	<b>15,176,072.50</b>	<b>69,456.40</b>	<b>15,244,627.60</b>	<b>14,328,088.46</b>



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**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

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**TO:** YREKA CITY COUNCIL  
**PREPARED BY:** RHETTA HOGAN, FINANCE DIRECTOR *RH*  
**AGENDA TITLE:** 2011-12 FINAL YEAR END CLOSING BUDGET REVISION  
**MEETING DATE:** THURSDAY, DECEMBER 6, 2012

Discussion:

The City's external auditors, Aiello, Goodrich & Teuscher are reviewing the City's 2011-12 operating results. As part of the audited financial statements, the budget-to-actual audit schedule compares the original budget to the final budget and to actual results for budgetary compliance. The budget revision presented to you today for approval is to modify the 2011-12 operating budget to reflect more closely actual results. This is a common practice. As the City Council, your focus should be where budgeted expenditures have been over-expended and why. A detailed discussed in provided below.

The significant revisions are:

[1] General fund:

- Overall revenue increase \$47,000.
  - Increases to revenues for transient occupancy tax \$26,000, franchise fees \$7,500, peace officers training grants \$6,000, and animal licenses \$7,500.
- Overall expenditure decrease of \$35,500.
  - Increase of \$56,200 for fuel and maintenance charges to other departments from fleet services: police \$22,000, animal control \$6,000, and fire \$8,000. In addition, public works revisited the allocation fleet fuel and maintenance chargebacks, that resulted in a general fund saving of \$65,000 that redistributed in part to road and street funds \$37,300 and enterprise funds \$58,300.
  - Fleet services increase in fuel costs \$20,000.
  - Parks expenses increased \$30,000 for the cost of water utilities as the City continues to install meters to its parks and greenways.
  - Salary abatement decreases in building maintenance \$13,000, public works street maintenance \$10,000, offset by salary abatement increases to planning \$2,000 and public works administration \$5,000. The vacant summer help position in fleet services resulted in a part time wages savings of \$7,300.
  - Increase in professional services for planning \$12,000, for which pass through revenue has been collected in a prior year.
  - Increase in peace officers training grant expenses \$6,000 offset by grant revenue increase.

[2] Crandall Trust:

- Capital outlay expense for the North Street apartment building was increased by \$4,000 for necessary building repairs.

[3] General Fund Reserves:

- Revenue was increased by \$495,487 due to one time dividends from SCORE. These dividends (or refunds) were released due calculation changes of the reserves held by the joint powers authority, of which the City of Yreka is a member.

[4] General Capital Outlay:

- Revenue was increased by \$70,000 due to the proceeds from the sale of the City's 4<sup>th</sup> street parking lot (escrow closed the end of June) to the State of California for the new courthouse project.

[5] Special Revenue Funds, includes Fire Tax:

- Net expenses were reduced by \$199,985 of which \$200,000 was due to delay in receipt of new brush fire engine. That truck was delivered in August of 2012.

[6] Road and Street Funds:

- Revenues from the local transportation fund were increase by \$1,129 due to cash received for road improvements.
- Net expenses were reduced by \$10,000; decreases to engineering services and materials and supplies were \$47,300 that were offset by increased charges from fleet services \$37,300.

[7] Special Grants and Capital Projects:

- Net expenses were increased by \$107,000 of which \$62,000 of the increase was due to the micro enterprise training grant with JEDI and \$95,000 loan loss reserve expense to the City's housing loan portfolio. The offsetting that decrease was a \$50,000 expense increase was to the EPA Brownfields grant project.

[8] Enterprise Funds Water and Sewer:

- Revenue increase of \$7,000 and \$7,500, due to an increase in interest earnings on cash balances in the water and sewer enterprise funds respectively.
- Expense increase of \$21,500 to the water operating fund due to higher than budgeted chargebacks from the fleet department.
- Expense increase of \$71,000 for interest expense on the USDA Fall Creek loan, as loan construction draws were higher and balances were higher (the construction project proceeded faster than budgeted).
- Increase of \$1,915,000 in capital outlay for the USDA Fall Creek project, as completion progress exceeded budgeted projections revised in May of 2012.

[9] Interfund Transfers (corresponding increases and decreases between funds):

- Overall a decrease to transfers in (offsetting transfers out in decrease) of \$82,960.
  - Decrease of \$32,000 and \$36,000 respectively in general operating fund transfers in related to indirect cost allocations recovery from the water and sewer enterprise funds.
  - Increase of \$19,000 to Capital Project fund transfer in from the GF Capital Projects reserve to cover City's match on capital projects.

- Increase of \$3,000 to Traffic Safety transfer in from the General Operating fund to cover expenses relating to traffic safety, roads and streets.
- Overall decrease to transfers out (offsetting transfers in increase) of \$82,960, see descriptions above.

Attached is a recap table of summary changes, followed by a detailed line item budget journal. Should you have any questions, please give me a call 841-2323, or stop by.

Fiscal Impact:

Government-wide budgeted revenues increased \$628,116

Government-wide budgeted expenses decreased \$41,735

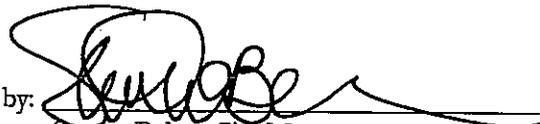
Government-wide budgeted expenses increase for the USDA Fall Creek Project increased \$1,915,000, of \$11,185,000 in total expected project cost.

Government-wide transfers out, net expenses decrease and net revenue decrease of \$82,960

Recommendation and Requested Action:

That the Council approve the budget revisions for the 2011-2012 year end close.

Approved by:

  
Steven Baker, City Manager

# General Ledger

## Budget Adjustment Detail

User: rhetta  
 Printed: 11/25/2012 - 11:32AM  
 Printed: 2012



Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-000-0000-760-010	Interfund Transfer Out			46,960.00
11/08/2012	Correcting Budget Account, net transf	To 01-000-0000-898-010	-46,960.00	0.00
			46,960.00	-46,960.00
				0.00
01-000-0000-760-024	Interfund Transfer Out			35,607.25
11/25/2012	Year End Adj.		3,000.00	38,607.25
			35,607.25	3,000.00
				38,607.25
01-000-0000-813-000	Transient Lodging			600,000.00
11/08/2012	TOT Revenue		26,000.00	626,000.00
			600,000.00	26,000.00
				626,000.00
01-000-0000-814-000	Franchises			245,000.00
11/08/2012	Franchise Revenue		7,500.00	252,500.00
			245,000.00	7,500.00
				252,500.00
01-000-0000-898-010	Year End Revenue Transfer			0.00
11/08/2012	Correcting Budget Account, net transf	From 01-000-0000-760-010	46,960.00	46,960.00
11/08/2012			-93,920.00	-46,960.00
			0.00	-46,960.00
				-46,960.00
01-000-0000-898-070	Year End Revenue Transfer			187,500.00
11/08/2012	ICA Allocation		-32,000.00	155,500.00
			187,500.00	-32,000.00
				155,500.00
01-000-0000-898-080	Year End Revenue Transfer			187,000.00
11/08/2012	ICA Allocation		-26,000.00	161,000.00
			187,000.00	-26,000.00
				161,000.00
01-060-0000-107-000	Salary Abatement			-50,000.00
11/08/2012			2,000.00	-48,000.00
			-50,000.00	2,000.00
				-48,000.00
01-060-0000-525-000	Professional Services			1,000.00
11/08/2012	Planning Consulting (Plng Dep PY Re		12,000.00	13,000.00
			1,000.00	12,000.00
				13,000.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-080-0000-100-000	Wages			26,338.80
11/08/2012	Wage abatement, charge back to depar		-13,000.00	13,338.80
		26,338.80	-13,000.00	13,338.80
01-200-0000-520-000	Maintenance & Operations			3,000.00
11/08/2012	YPD Building Maint		5,000.00	8,000.00
		3,000.00	5,000.00	8,000.00
01-200-0000-520-300	Fuel Chargeback - Fleet			35,000.00
11/08/2012	Fleet Chargeback		7,000.00	42,000.00
		35,000.00	7,000.00	42,000.00
01-200-0000-520-350	Maint/Labor Chargeback - Fleet			18,000.00
11/08/2012	Fleet Chargeback		15,000.00	33,000.00
		18,000.00	15,000.00	33,000.00
01-200-6506-513-004	POST Training			7,500.00
11/08/2012	POST Training (REV + EXP)		6,000.00	13,500.00
		7,500.00	6,000.00	13,500.00
01-200-6506-843-000	POST			7,500.00
11/08/2012	POST Training (REV + EXP)		6,000.00	13,500.00
		7,500.00	6,000.00	13,500.00
01-210-0000-520-350	Maint/Labor Chargeback - Fleet			11,600.00
11/08/2012	Chargeback Fleet Maint		8,000.00	19,600.00
		11,600.00	8,000.00	19,600.00
01-230-0000-520-350	Maint/Labor Chargeback - Fleet			3,000.00
11/08/2012	Fleet Chargeback		6,000.00	9,000.00
		3,000.00	6,000.00	9,000.00
01-230-0000-870-000	Animal Licenses			35,000.00
11/08/2012	Fee Revenue - Dogs		7,500.00	42,500.00
		35,000.00	7,500.00	42,500.00
01-300-0000-107-000	Salary Abatement			0.00
11/08/2012			5,000.00	5,000.00
		0.00	5,000.00	5,000.00
01-310-0000-107-000	Salary Abatement			-25,000.00
11/08/2012	Wage abatement		-10,000.00	-35,000.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		-25,000.00	-10,000.00	-35,000.00
01-310-0000-520-300				15,000.00
11/08/2012	Fleet Chargebacks Fuel		-15,000.00	0.00
		15,000.00	-15,000.00	0.00
01-310-0000-520-350				50,000.00
11/08/2012	Fleet Chargebacks		-50,000.00	0.00
		50,000.00	-50,000.00	0.00
01-350-0000-104-000				7,300.00
11/08/2012			-7,300.00	0.00
		7,300.00	-7,300.00	0.00
01-350-0000-520-100				85,000.00
11/08/2012			20,000.00	105,000.00
		85,000.00	20,000.00	105,000.00
01-350-0000-520-300				-85,000.00
11/08/2012	Fleet Chargeback - fuel		-15,000.00	-100,000.00
11/08/2012	Fleet Chargebacks		-500.00	-100,500.00
		-85,000.00	-15,500.00	-100,500.00
01-350-0000-520-350				-113,650.00
11/08/2012	Fleet Chargeback		-41,000.00	-154,650.00
11/08/2012			300.00	-154,350.00
		-113,650.00	-40,700.00	-154,350.00
01-400-0000-518-003				18,000.00
11/08/2012	Parks Metered, Water Utilities		30,000.00	48,000.00
		18,000.00	30,000.00	48,000.00
04-620-1017-526-000				1,000.00
11/08/2012	Immediate Repairs - Stucco and Stairs		4,000.00	5,000.00
		1,000.00	4,000.00	5,000.00
08-000-0000-882-002				0.00
11/08/2012	SCORE Dividend Received		495,487.00	495,487.00
		0.00	495,487.00	495,487.00
09-000-0000-760-060				11,000.00
11/08/2012	Transfers Out - Grants Capital Outlay		19,000.00	30,000.00
		11,000.00	19,000.00	30,000.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
10-000-0000-883-000		Gain on Sale of Property		5,000.00
11/08/2012	Authorized City Attorney to transfer p:		70,000.00	75,000.00
			5,000.00	75,000.00
20-310-0000-416-001		Operations - Spec Dept Supply		40,000.00
11/08/2012	Spec Dept Supplies		-32,000.00	8,000.00
			40,000.00	8,000.00
20-310-0000-520-300		Fuel Chargeback - Fleet		0.00
11/08/2012	Fleet Chargebacks Fuel		2,000.00	2,000.00
			0.00	2,000.00
20-310-0000-520-350		Maint/Labor Chargeback - Fleet		0.00
11/08/2012	Fleet Chargebacks		5,000.00	5,000.00
			0.00	5,000.00
20-390-0000-450-012		Limestone/Quarry Engineering		14,000.00
11/08/2012	Limestone Engineering		-12,800.00	1,200.00
			14,000.00	1,200.00
20-390-0000-520-300		Fuel Chargeback - Fleet		0.00
11/08/2012	Fleet Chargebacks Fuel		4,000.00	4,000.00
			0.00	4,000.00
20-390-0000-520-350		Maint/Labor Chargeback - Fleet		0.00
11/08/2012	Fleet Chargebacks		8,800.00	8,800.00
			0.00	8,800.00
21-310-0000-865-002		LTC Streets		0.00
09/04/2012	Acceptance of the LTC Street Allocati		1,129.00	1,129.00
			0.00	1,129.00
24-000-0000-898-001		Traffic Safety YE Transfer		35,607.25
11/25/2012	Year End Adj		3,000.00	38,607.25
			35,607.25	38,607.25
24-320-0000-416-001		Traffic Paint		13,000.00
11/08/2012	Reduction Traffic Paint		-2,000.00	11,000.00
			13,000.00	11,000.00
24-320-0000-520-350		Maint/Labor Chargeback - Fleet		0.00
11/08/2012	Fleet Chargebacks		17,500.00	17,500.00
			0.00	17,500.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
24-320-0000-525-000		Professional Services		500.00
11/08/2012	Prof Serv		-500.00	0.00
			500.00	-500.00
				0.00
30-030-0000-526-000		Contractual Services		0.00
11/08/2012	software fix for billing		140.00	140.00
			0.00	140.00
				140.00
30-210-0000-650-000		Equipment Replacement		200,000.00
11/08/2012	Fire Truck, non delivery FY 11-12		-200,000.00	0.00
			200,000.00	-200,000.00
				0.00
31-030-0000-526-000		Contractual Services		0.00
11/08/2012	software fix for billing		125.00	125.00
			0.00	125.00
				125.00
60-000-0000-898-009		Interfund Transfer In - 09		11,000.00
11/08/2012	Transfers in Fund 60		19,000.00	30,000.00
			11,000.00	19,000.00
				30,000.00
60-610-3215-526-000		EPA \$400K Brownfields		135,000.00
11/08/2012	EPA Grant		-50,000.00	85,000.00
			135,000.00	-50,000.00
				85,000.00
65-620-3504-533-000		Loan Loss Allowance Expense		0.00
11/08/2012	Loan Loss Allowance Wilson		95,000.00	95,000.00
			0.00	95,000.00
				95,000.00
65-630-3505-526-000		Technical Assistance		25,000.00
11/08/2012	Tech Assist CDBG Grant		62,000.00	87,000.00
			25,000.00	62,000.00
				87,000.00
70-000-0000-760-001		Interfund Transfer Out		187,000.00
11/08/2012	ICA Allocation		-32,000.00	155,000.00
			187,000.00	-32,000.00
				155,000.00
70-500-0000-520-300		Fuel Chargeback - Fleet		3,000.00
11/08/2012	Fleet Chargebacks Gas		7,500.00	10,500.00
			3,000.00	7,500.00
				10,500.00
70-500-0000-520-350		Maint/Labor Chargeback - Fleet		1,500.00
11/08/2012	Fleet Chargebacks		14,000.00	15,500.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		1,500.00	14,000.00	15,500.00
71-000-3020-860-000				
11/08/2012	USDA Proceeds	USDA 2010COPS Grant Proceeds		1,465,803.00
11/09/2012			-395,000.00	1,070,803.00
			395,000.00	1,465,803.00
		1,465,803.00	0.00	1,465,803.00
71-500-0000-450-001				
11/08/2012	Meter replacement	Water Meter Replacement		45,000.00
			37,000.00	82,000.00
		45,000.00	37,000.00	82,000.00
71-500-3020-426-000				
11/08/2012	Fall Creek Prof Services	Contractual Services		354,000.00
			-300,000.00	54,000.00
		354,000.00	-300,000.00	54,000.00
71-500-3020-625-007				
11/08/2012		2.5MG Clear Well (Tank)		841,670.00
			825,000.00	1,666,670.00
		841,670.00	825,000.00	1,666,670.00
71-500-3020-625-008				
11/08/2012	USDA Fall Creek	Zone 1 & 3 Supply Mains		99,861.00
			511,000.00	610,861.00
		99,861.00	511,000.00	610,861.00
71-500-3020-625-009				
11/08/2012	USDA Fall Creek	Butcher Hill Tank Repair		194,879.00
			109,000.00	303,879.00
		194,879.00	109,000.00	303,879.00
71-500-3020-625-010				
11/08/2012		Telemetry Upgrade Distr System		419,574.00
			118,000.00	537,574.00
		419,574.00	118,000.00	537,574.00
71-510-3020-620-008				
11/08/2012	USDA Fall Creek	WTP Upgrade - Ager Rd		772,563.00
			615,000.00	1,387,563.00
		772,563.00	615,000.00	1,387,563.00
72-510-3020-745-000				
11/08/2012	USDA Fall Creek	USDA COP2010 Interest		20,000.00
			71,000.00	91,000.00
		20,000.00	71,000.00	91,000.00
74-000-0000-830-000				
11/08/2012	Interest Earning	Investment Earnings		9,000.00
			7,000.00	16,000.00
		9,000.00	7,000.00	16,000.00
80-000-0000-760-001				
		Interfund Transfer Out		187,500.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
11/08/2012	ICA Allocation		-26,000.00	161,500.00
		187,500.00	-26,000.00	161,500.00
80-550-0000-416-000	Operations - Spec Dept Supply			1,500.00
11/08/2012	Line items transfer - Spec Dept Suppli	From 80-550-0000-420-002	18,000.00	19,500.00
		1,500.00	18,000.00	19,500.00
80-550-0000-420-002	Sewer Line Replacement			20,000.00
11/08/2012	Line items transfer - Spec Dept Suppli	To 80-550-0000-416-000	-18,000.00	2,000.00
		20,000.00	-18,000.00	2,000.00
80-550-0000-520-300	Fuel Chargeback - Fleet			500.00
11/08/2012	Fleet Chargeback		8,000.00	8,500.00
		500.00	8,000.00	8,500.00
80-550-0000-520-350	Maint/Labor Chargeback - Fleet			2,500.00
11/08/2012	Fleet Chargeback Maint		12,000.00	14,500.00
		2,500.00	12,000.00	14,500.00
80-550-0000-525-000	Professional Services			1,000.00
11/08/2012	Line item Transfer Fines versus prof s	From 80-550-0000-535-001	10,000.00	11,000.00
		1,000.00	10,000.00	11,000.00
80-550-0000-535-001	Fines - State/County Agencies			10,000.00
11/08/2012	Line item Transfer Fines versus prof s	To 80-550-0000-525-000	-10,000.00	0.00
		10,000.00	-10,000.00	0.00
80-560-0000-450-029	Aeration Basin 1 Cleaning			10,000.00
11/08/2012	Aeration basin cleaning		-10,000.00	0.00
		10,000.00	-10,000.00	0.00
80-560-0000-450-034	Effluent Pump Area Pavement			16,000.00
11/08/2012	Paving		-16,000.00	0.00
		16,000.00	-16,000.00	0.00
80-560-0000-520-300	Fuel Chargeback - Fleet			1,300.00
11/08/2012	Fleet Chargebacks Gas		1,000.00	2,300.00
		1,300.00	1,000.00	2,300.00
80-560-0000-520-350	Main/Labor Chargeback - Fleet			2,000.00
11/08/2012	Fleet Chargebacks		5,000.00	7,000.00
		2,000.00	5,000.00	7,000.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
82-000-0000-898-000				127,037.00
11/08/2012	Correct account	Interfund Transfer In To 82-000-0000-898-080	-127,037.00	0.00
			127,037.00	-127,037.00
				0.00
82-000-0000-898-080				0.00
11/08/2012	Correct account	Interfund Transfer In - 80 From 82-000-0000-898-000	127,037.00	127,037.00
			0.00	127,037.00
				127,037.00
84-000-0000-830-000				0.00
11/08/2012	Interest Earnings	Investment Earnings	7,500.00	7,500.00
			0.00	7,500.00
				7,500.00



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**CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council  
Prepared by: Steve Neill, Public Works Director  
Don Rolph, Water Efficiency Coordinator  
Agenda title: Discussion/Possible Direction to Staff: Fats, Oils and Grease (FOG) Source Control Program  
Meeting date: December 6, 2012

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Discussion:

A Sewer System Management Plan (SSMP) was prepared as required by the General Waste Discharge Requirements (GWDR), Order No. 2006-003-DWQ, of the State Water Resources Control Board and approved by the Council in April 2010. A required element of the SSMP is an evaluation to determine if fats, oils and grease (FOG) buildup in the sewer lines is causing blockages and sanitary sewer overflows (SSOs). If deposition of FOG is found to be significant, a FOG source control program must be prepared and implemented to reduce the amount discharged into the City's sewer system. If a FOG program is not found to be needed, the City must provide justification.

An evaluation was completed by Public Works, and the findings are that some commercial and institutional food service establishments (FSEs) are discharging significant amounts of FOG. The results have been some FOG-caused sanitary sewer overflows (SSOs) with Regional Water Quality Control Board fines and extra cleaning costs for some sewer lines. A Fats, Oils and Grease (FOG) Source Control Program has been prepared and is attached for the Council to review. The Program includes the required evaluation of current and potential FOG deposition and recommendations for an effective program to reduce the amount of FOG discharged.

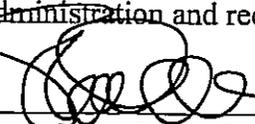
Changes to the Municipal Code will be required for full implementation of the FOG Program. Code changes are included in the FOG Source Control Program for Council review. However, proposed Code changes for FOG will be presented to the Council as part of the proposed overall City Water and Sewer Code amendments in the near future.

Fiscal Impact:

There will be no fiscal impact to this year's budget.

In future years, staff time and materials may be needed for:

1. FOG control education for FSEs.
2. FOG collection equipment inspection and training.
3. Administration and record keeping.

Approved by:   
Steven Baker, City Manager

The estimated cost in future years is \$3,000 per year.

When the FOG Source Control Program is approved in its final form and successfully implemented, then potential reductions in sanitary sewer overflow fines, reductions in costs of extra cleaning of sewer lines, and utility bill charges to some FSEs are expected to offset the required budget amounts.

Recommendation and Requested Action:

That the Council authorizes staff to:

- a. Prepare a final draft Fats, Oils and Grease (FOG) Source Control Program.
- b. Proceed with initial implementation of the FOG Program, primarily education for Food Service Establishments (FSEs).
- c. Complete the proposed amendments to the Code of Ordinances, Title 12 – Water and Sewers, as necessary to fully implement the FOG Program.



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**CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council

Prepared by: Rhetta Hogan, Finance Director  
Ben Matts, Project Assistant

*BM*

AGENDA TITLE: Adopt Resolution NO. 2999 Finding Certain City Equipment as Surplus Property and Authorizing Sale by the City Manager

MEETING DATE: DECEMBER 6, 2012

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Discussion:

The Yreka Volunteer Fire Department recommends the sale of the equipment listed on the attached resolution due to their age and that they have been replaced.

This equipment would have to be retrofitted before they could be used again which makes donation of the equipment impractical.

Fiscal Impact:

Revenue from the sale of the equipment will be \$2,280. There is an offer for the purchase of the equipment from Dalmatian Fire Equipment, Inc.

Recommendation and Requested Action:

Adopt Resolution NO. 2999 finding certain City equipment as surplus property and authorizing sale by the City Manager.

Approved by: \_\_\_\_\_

*Steven Baker*  
Steven Baker, City Manager

RESOLUTION NO. 2999

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA  
FINDING CERTAIN CITY EQUIPMENT AS SURPLUS PROPERTY AND  
AUTHORIZING SALE BY THE CITY MANAGER**

WHEREAS, the City Manager has requested that certain City equipment be surplus property for possible sale as they are no longer needed; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF YREKA DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

That the following City owned equipment are surplus property; and the City Manager is hereby authorized to sell same in such manner and for such price as he shall determine:

5 Survivair 2.2 Sigma LoPro, fire-rated 1992 Spec

14 Survivair 2.2 Panther LoPro, fire-rated 1992 Spec

12 Survivair Face Mask, 20/20

49 Survivair, 30/2216 – Aluminum, Cylinder

49 Survivair Low Pressure Cylinder Valve

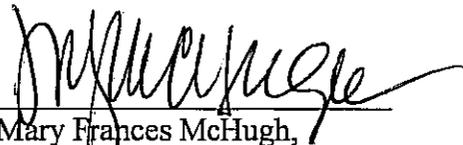
Passed and adopted this 6<sup>TH</sup> day of December 2012, by the following vote:

AYES:

NAYS:

ABSENT:

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Mary Frances McHugh,  
City Attorney

\_\_\_\_\_  
David Simmen, Mayor

Attest: \_\_\_\_\_  
Elizabeth E. Casson,  
City Clerk

Dalmatian Fire Equipment, Inc.  
 75 Oak Avenue  
 Eaton, CO 80615

# Bid to Purchase

Phone: 970-278-1500  
 www.dalmatianfire.com

<b>Vendor</b>	
Yreka VFD B J Laustalot 401 W. Miner Street Yreka, CA 96097	

<b>Ship To</b>	
Dalmatian Fire Equipment 14 Oak Ave West Entrance Eaton, CO 80615	
<b>Order By:</b>	
<b>Ship Via</b>	<b>Expected</b>

<b>Ship To</b>	<b>Billing</b>
11/14/2012	P10157

<b>Vendor Phone</b>	<b>Vendor Fax</b>	<b>Vendor E-mail</b>	<b>Terms</b>
530-841-2383		ajones@cl.yreka.ca.us	Net 30

QTY	Description	Unit Price	Amount
5	Survivair 2.2 Sigma LoPro, fire-rated, 1992 Spec, USED	35.00	175.00
14	Survivair 2.2 Panther Lo-Pro, fire-rated, 1992 Spec SCBA - USED	50.00	700.00
12	Survivair Face Mask, 20/20 - Complete, Used	15.00	180.00
48	Survivair, 30/2216-Aluminum, Cylinder, USED	20.00	960.00
49	Survivair Low Pressure Cylinder Valve, Used	5.00	245.00
	<b>EQUIPMENT SHIPMENT PREPARATION-Vendor must package all equipment prior to shipment. All cylinders MUST BE EMPTY AND VALVES OPEN before shipping. Equipment must be put in boxes and boxes securely stacked onto pallets and overwrapped. When equipment is ready for pickup, call Dalmatian Fire Equipment with all pallet dimensions and estimated weights. Dalmatian will send a truck to pick up the equipment you are selling to us.</b>		0.00
	<b>EQUIPMENT ACCEPTANCE-All vendor equipment values are estimated based on vendor provided descriptions and lists. Final price will be determined at time of receipt and inspection by Dalmatian based on actual items received. To receive full value, all equipment must include all normal components in repairable condition. Repairable is defined as: cylinders must pass hydrostatic test; mask lenses must not have deep scratches or cracks; HUD devices must function. All components not meeting these requirements will be treated as scrap and value will be proportionately reduced.</b>		0.00
	<b>THIS BID TO PURCHASE IS GOOD FOR 30 DAYS</b>		

<b>Total</b>	<b>\$2,280.00</b>
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**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council

Prepared by: City Clerk

Agenda title: Adopt Ordinance No. 832 of the City Council of the City of Yreka Amending certain sections of the Yreka Municipal Code in Chapters 6.08 Garbage, Rubbish & Waste, 8.04 Animals-General Provisions, 10.32 Vehicles & Traffic and 16.46 Zoning-Special Provisions.

Meeting date: December 6, 2012

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Discussion:

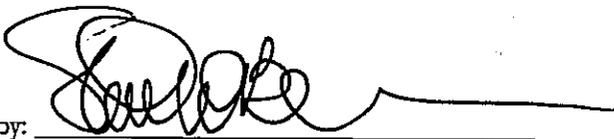
The City Council introduced Ordinance 832 at its meeting held November 1, 2012, subsequent to the introduction of the Ordinance, it was determined that the permit requirements for commercial burning was inadvertently omitted from the document. The Ordinance was revised to incorporate these changes and scheduled for re-introduction November 15, 2012.

The City Council held a public hearing on November 15, 2012 to review the proposed zoning text amendment portion of Ordinance 832, at which time no public comments were received. Following the public hearing, the City Council introduced Ordinance 832.

Recommendation and Requested Action:

That the Council waive the reading of the body of the Ordinance and Adopt Ordinance No. 832 as submitted.

Approved by: \_\_\_\_\_

  
Steven Baker, City Manager

Page 1 of 1

ORDINANCE NO. 832

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF YREKA  
AMENDING CERTAIN SECTIONS OF THE YREKA MUNICIPAL CODE IN  
CHAPTERS 6.08 GARBAGE, RUBBISH & WASTE,  
8.04 ANIMALS-GENERAL PROVISIONS, 10.32 VEHICLES & TRAFFIC  
and 16.46 ZONING-SPECIAL PROVISIONS

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

SECTION 1. Chapter 6.08 AMENDED. Section 6.08.130 of Chapter 6.08 of the Yreka Municipal Code is hereby amended to read as follows:

6.08.130 - Burning *yard debris* —Requirements.

(a) It is unlawful for any person or persons to burn *yard debris* at any place within the City *without first obtaining a burn permit. Permissible burn hours shall be set by the Siskiyou County Air Pollution Control office for any permissible burn day. Yard debris may be burned between those hours and shall be burned only in a fire safe enclosure, which shall be constructed so that sparks and burning brands of sufficient size to ignite buildings, structures, or adjoining combustible materials are not emitted, or a pile no larger than 3' x 3' x 3' in size. Burn barrels, which are banned in the State of California, do not qualify as an acceptable fire safe enclosure. Burning of yard debris shall be attended by at least one able-bodied adult person at all times, who shall have the fire protection materials required on the burn permit. "Yard debris" is defined as and shall only consist of dried grass, leaves, twigs, brush, bush and tree trimmings.*

(b) Application for any such permit to *burn yard debris* shall be made *at City Hall prior to the time at which the permittee desires to burn such yard debris and in no event shall any burning of any such yard debris be commenced prior to obtaining a burn permit.*

(c) The Chief of the Fire Department may delay the issuance of any such permit, postpone the time provided therein for burning, or revoke any such permit at any time when, in his judgment, conditions exist which might cause the burning of such *yard debris* to be or become hazardous.

(d) *Burn Permits shall be displayed in a conspicuous area of the property viewable by Yreka Fire or Police Department personnel should they respond to a fire call. Permits are not transferable between applicants or parcels. Each person desiring to burn yard debris on their property, must obtain their own permit for each parcel upon which they desire to burn yard debris. Applicants desiring to burn plots of grass on vacant land must make arrangements with the Chief of the Fire Department of the City.*

(e) Any expense incurred by the City in suppressing any fire resulting from the burning pursuant to any such permit or for the protection of property endangered by burning pursuant to any such permit shall be borne by the permittee. The permittee, by applying for such permit, shall be deemed to have agreed to bear all such expense, *and shall pay restitution charges based on actual costs of fire suppression.*

Section 6.08.2600 of Chapter 6.08 of the Yreka Municipal Code is hereby amended to read as follows:

6.08.260 - Penalty for violation.

Any person, firm or corporation violating any of the provisions of this chapter is guilty of a misdemeanor and upon conviction thereof shall be punishable by a fine of not *more than one thousand (\$1,000) dollars* or by imprisonment in the city jail not exceeding six months, or by both such fine and imprisonment. *Such person, firm or corporation, is guilty of a separate offense for each and every day during any portion of which violation of this title is committed or continued by such person, firm or corporation, and shall be punishable as herein provided.*

SECTION 2. Chapter 8.04 AMENDED. Section 8.04.050 of Chapter 8.04 of the Yreka Municipal Code is hereby amended to read as follows:

**8.04.050 - Disturbance by animals.**

(a) It is unlawful and a public nuisance for any person owning or having custody of any animal, fowl, or bird within any residential neighborhood, or adjacent to a residential neighborhood, to cause, permit or allow any such animal, fowl, or bird to make or utter any frequent or long continued noise which by reason of its raucous, loud or irritating nature *causes discomfort or annoyance to any reasonable person of normal sensitivity residing in the area.*

(b) It is unlawful and a public nuisance for any person owning or having custody of any animal, fowl, or bird to maintain any such animal, fowl, or bird upon any private property in the city within a residential neighborhood or adjacent to a residential neighborhood whereby *said property* is maintained in a manner so as to cause noxious odors *causing discomfort or annoyance to any reasonable person of normal sensitivity residing in the area.*

(c) Persons desiring to complain of *disturbing* noise or odor shall *notify Yreka Police Department.* *A written warning will be issued to the owner or keeper of the animal, or to the address where the animal resides or is being kept. Any additional complaint against the same animal or address, occurring within 30 days of any other complaint shall constitute a violation.*

(d) *An additional complaint from the same person, against the same animal or address, occurring within 30 days of any other complaint shall include a log of the disturbance for seven consecutive days. The disturbance is to be confirmed by the Yreka Police Department Animal Control Officer's investigation. Any person owning or having custody of any such animal found to be in violation is guilty of an infraction.*

(e) *Every violation is punishable by:*

(1) *A fine not exceeding fifty dollars for the first violation;*

(2) *A fine not exceeding one hundred dollars for the second violation of the same section within one year;*

(3) *A fine not exceeding two hundred fifty dollars for each additional violation of the same section within one year.*

SECTION 3. Street vendors in the public right of way and on public property.

Part A. Findings: Pursuant to California Vehicle Code Section 22455, a city may, by ordinance or resolution, adopt additional requirements for the public safety regulating the type of vending and the time, place, and manner of vending from vehicles upon any street. Food vending vehicles must be operated safely to benefit the health and safety and welfare of all the residents of the City of Yreka. Regulating the location of operation of food vending vehicles also benefits

the health and safety and welfare of City residents because operation of such vehicles at inappropriate hours, at inappropriate locations or in any one location for prolonged periods of time creates traffic hazards, the blockage of adjacent sidewalks to pedestrians and unwanted noise, littering and loitering at that location. The regulation of food vending vehicles in the public right of way is consistent with the City's interests in the aesthetics of the community because many of the streets in the City of Yreka are narrow, there is limited street parking available, and due to the narrowness of city roadways there is not sufficient width for safe passage of traffic around parked vehicles, and traffic congestion and the safety of pedestrians crossing the street will be controlled. The regulation of food vending vehicles on private property is also consistent with the City's interests in the aesthetics of the community and in promoting permanent development on private property. For the foregoing reasons, the City Council makes the following amendments of Chapter 10.32 and 16.46:

Part B. Chapter 10.32 AMENDED. Section 10.32.120 of Chapter 10.32 of the Yreka Municipal Code is hereby amended to read as follows:

10.32.120 - Peddlers, vendors—Parking unlawful.

(a) Except as otherwise provided in this section, no person shall stand or park any vehicles, wagon or pushcart from which goods, wares, merchandise, fruits, vegetables or food stuffs are sold, displayed, solicited, offered for sale or bartered or exchanged, or any lunch wagon or eating car or vehicle, on any portion of any street within this city, except that such vehicles, wagons or pushcarts may stand or park only at the request of a bona fide purchaser for a period of time not to exceed ten minutes at any one place. The provisions of this subsection shall not apply to persons delivering such articles upon order of, or by agreement with, a customer from a store or other fixed place of business or distribution.

(b) No person shall park or stand on any street, any lunch wagon, eating cart or vehicle, or pushcart from which tamales, peanuts, popcorn, candy or other articles of food are sold or offered for sale.

(c) No person shall park or stand any vehicle, or wagon used or intended to be used in the transportation of property for hire on any street while awaiting patronage for such vehicle or wagon, without first obtaining a written permit to do so from the legislative body which shall designate the specific location where such vehicle may stand.

(d) Whenever any permit is granted under the provisions of this section and a particular location to park or stand is specified therein, no person shall park or stand any vehicle, wagon, or pushcart on any location other than as designated in such permit. In the event that the holder of any such permit is convicted in any court of competent jurisdiction for violating any of the provisions of this section, such permit shall be forthwith revoked by the legislative body upon the filing of the record of such conviction with the legislative body, and no permit shall thereafter be issued to such person until six months have elapsed from the date of such revocation.

Part C. Chapter 16.46 AMENDED. Section 16.46.080 of Chapter 16.46 of the Yreka Municipal Code is hereby amended to read as follows:

16.46.080 - Sales from vehicles, trailers or mobile units, on private or on public property.

A. Sales of food, beverages and merchandise from vehicles, trailers or mobile units shall be permitted on private property in any district without a use conditional permit provided such business is conducted in the following manner:

1. Such vehicles, trailers or mobile units shall be parked upon private property with the consent of the property owner.

2. No such vehicle, trailer or mobile unit shall remain upon any such private property for a period in excess of two hours in any twenty-four-hour period unless a conditional use permit is first obtained.

3. Any person desiring to conduct a business for the sale of food, beverages or merchandise from a vehicle, trailer or mobile unit on private property in excess of two hours in any twenty-four-hour period, shall obtain a conditional use permit therefor in accordance with the provisions of Chapter 16.44 of this title. The Planning Commission may deny such application for a conditional use permit if the proposed use creates a traffic or safety problem or is detrimental to the health, safety, peace, morals, comfort, and general welfare of the city or its residents.

B. Sales on public streets or property shall not require a conditional use permit pursuant to this section at city sanctioned celebrations or promotions; provided, however, any such sales shall be conducted at such locations and in such time and manner as may be directed by the City Manager, Chief of Police or the Director of Public Works.

SECTION 4. 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 5. 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 6. 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 7. EFFECTIVE DATE. This ordinance shall be in full force and effect thirty (30)

**SECTION 7. EFFECTIVE DATE.** This ordinance shall be in full force and effect thirty (30) days from and after the date of its adoption.

**SECTION 8. 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. If the charge for publication of the ordinance exceeds the customary rate charged by the newspaper for publication of private legal notices, the City Clerk is directed to prepare, post and publish a summary of this ordinance as provided in Government Code Section 36933(c)(1).

**[use for posting and publication of a ¼ page ad]**

If the charge for publication of this ordinance exceeds the customary rate charged by the newspaper for publication of private legal notices, and the City Clerk/Planning Director determines that it is not feasible to prepare a fair and adequate summary of the proposed or adopted ordinance or amendment, the City Clerk/Planning Director is directed to prepare and cause a display advertisement of at least one-quarter of a page in a newspaper of general circulation in the city to be published at least five days prior to the City Council meeting at which this to be adopted as provided in Government Code Section 36933(c)(2).

**SECTION 9. 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 Sections 1 through 5.

Introduced at a regular meeting of the City Council held November 15, 2012, and adopted as an ordinance of the City of Yreka at a regular meeting of the City Council held on December 6, 2012 by the following vote:

AYES:

NOES:

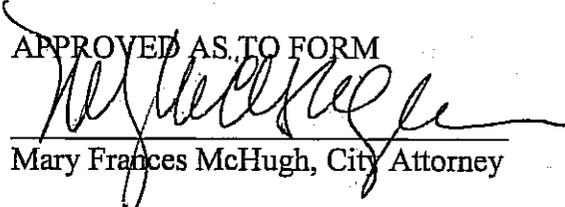
ABSENT:

ATTEST:

\_\_\_\_\_  
Liz Casson, City Clerk

\_\_\_\_\_  
David Simmen, Mayor

APPROVED AS TO FORM

  
\_\_\_\_\_  
Mary Frances McHugh, City Attorney



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**CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council  
Prepared by: Steve Baker, City Manager  
Agenda title: Conduct Public Hearing and Receive Report Regarding Accomplishments completed pursuant to CDBG Economic Development Grant No. 08-EDBG-5874  
Meeting date: December 6, 2012

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Discussion:

The City has a contract with Jefferson Economic Development Institute (JEDI) to implement a microenterprise program. This grant was originally awarded in 2009, but significant changes were needed to meet CDBG requirements. A "hard" extension (i.e. no further extensions) was granted in 2011 until December 31, 2012.

The CDBG program regulations require that prior to grant closeout, the City Council accept the products resulting from CDBG grants and conduct a public hearing to receive public input. Business training activities will be concluded at the end of December and JEDI will assist the City in completing the closeout reports.

Pete LaFortune, JEDI's Program Manager, will provide a brief presentation to highlight the accomplishments of this project.

Fiscal Impact:

The public hearing and is necessary to complete the grant process and allow the City to be fully reimbursed for related expenditures. JEDI was not able to utilize all of the grant funds in the time available for this project. Therefore, closing this project upon its expiration will result in de-obligating an estimated \$75,000 of grant funds with the State.

Recommendation and Requested Action:

That the Council:

1. Receive the presentation regarding accomplishments of CDBG grant #08-EDBG-5874.
2. Conduct a public hearing to receive and consider community comments.

Approved by:   
Steven Baker, City Manager

**NOTICE OF PUBLIC HEARING  
FOR CLOSEOUT OF CDBG PTA GRANT #08-EDBG-5874**

NOTICE IS HEREBY GIVEN that the Yreka City Council will hold a Public Hearing on December 6, 2012 @ 6:30 p.m. in the City Council Chambers, 701 Fourth Street, Yreka, CA, 96097.

The purpose of the Public Hearing to discuss the accomplishments of the grant and to give citizens an opportunity to make their comments known. The tasks completed under this grant was technical assistance and training for eligible microenterprise businesses to enable them to create and retain local jobs.

Persons interested in the project outcomes are encouraged to attend the Public Hearing in order to make their comments known. If you are unable to attend the Public Hearing, you may submit written comments to the Yreka City Clerk at [casson@ci.yreka.ca.us](mailto:casson@ci.yreka.ca.us) or 701 Fourth Street, Yreka, CA 96097 no later than 4 p.m. December 6, 2012.

In addition, to find out more information about the CDBG Program, a CDBG public information file may be reviewed at the above address between the hours of 8 a.m. and 5 p.m. Monday – Friday.



**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

To: Yreka City Council  
Prepared by: Mary Frances McHugh, City Attorney  
Agenda title: Report And Request Authority To Extend Services Of Outside Counsel; Supplemental Appropriation For Continuing Legal Services  
Meeting date: December 6, 2012

**Recommendation and Requested Action:** Retain the services of and approve Supplemental Appropriations For Continuing Legal Services.

**Discussion:** All of the counsel listed below are engaged to perform legal services on behalf of the City of Yreka. The Contracts have been approved by Council. The City Attorney recommends:

1. There be no change in the services being rendered by counsel listed below who are performing specialized work on complex matters as necessary to serve the interests of the City of Yreka.
2. Retain under existing service contracts and approve supplemental expenditure and appropriation:
  - William D. Ayres In The Matter Of The City Of Yreka v. Kimberlee Abbott, et al., Siskiyou County Superior Court Case No. 11-1001, in an amount not to exceed \$10,000. This matter is set for settlement conference 11-30-12.
  - Joe Salazar of Lewis, Brisbois, Bisgaard & Smith re River Watch claim, in an amount not to exceed \$5,000. This matter is pending settlement negotiations. These fees are funded from the sewer enterprise fund.
3. Retain under existing service contracts for professional services as rendered, no additional appropriation:
  - Brady and Vinding in the matter of the City of Yreka v Salazar, 9<sup>th</sup> Circuit Court of Appeal and legal advice in connection with casino development by the Karuk Tribe of California and Environmental and Brownfields advice.
  - Gwyn-Mohr Tully of The Water Group in the matter of the Water Permits and Licenses before the State Water Resource Control Board on behalf of the City of Yreka and assistance with water ordinances.
  - Liebert, Cassidy, Whitmore regarding labor relations and personnel issues. Training and consultations.

**Fiscal Impact:** The following supplemental appropriation/expenditure is requested:

A. In re Abbott: General fund reserves appropriate to fund 01-040-0000-525-000, general fund in the amount of Ten Thousand Dollars (\$10,000.00).

B. In re River Watch Claim: Authorize further expenditure of \$5,000 from funds 80-550-0600-525-000 and 80-560-0000-525-000 (Wastewater Capital Projects and Wastewater Operating Funds, in equal shares).

**Attachments:** Summaries of current accounts for fiscal year to date.

Approved by: \_\_\_\_\_

Mary Frances McHugh, City Attorney

Ayers and Associates Invoice Summary

P:\City Atty Docs\Legal Contracts\Ayers Law.5-4-2012.pdf

Date	Invoice #	Amount	Check #	Matter	
4/24/2012		160.00	98317	Abbott	01.040.0000.525.000
6/18/2012	10478	592.88	98679	Abbott	01.040.0000.525.010
7/17/2012	10487	1,025.78	98775	Abbott	01.040.0000.525.010
8/16/2012	10499	1,050.34	99083	Abbott	01.040.0000.525.010
11/16/2012		4,711.76	99532	Abbott	01.040.0000.525.010

FY 12/13 Total to date 7,540.76

Brady and Vinding

Karuk Casino Matter

P:\City Atty Docs\Legal Contracts\Brady and Vinding.Karuk Clinic 8-15-2011.pdf

P:\City Atty Docs\Legal Contracts\Scharff, Brady, Vinding. Brownfields.4-7-2009.pdf

Date	Invoice #	Amount	Check #	Matter	Account
7/1/2012	638	825.00	98783	casino	50% 01.040.0000.525.1
7/1/2012	665	140.00	98783	mediation	01.040.0000.525.004
7/1/2012	661	350.00	98735	brownfilds	60.610.3215.526.000
9/1/2012	721	525.00	99190	casino	01.040.0000.525.004
9/1/2012	726	75.00	99190	general	01.040.0000.525.004
9/1/2012	726	175.00	99190	brownfilds	60.610.3215.526.000
10/1/2012	763	100.00	99372	brownfilds	60.610.3215.526.000
11/1/2012	794	750.00		casino	50% 70.510.0000.525.1

FY 12/13 Total to date 2,945.50

The Water Group

Water Rights and Fall Creek Permit Renewal

P:\City Atty Docs\Legal Contracts\Water Group (Tully).9-22-2011.pdf

Date	Invoice #	Amount	Check #	Matter	Account
7/5/2012	1108	255.00	98858	Fall Creek permit	70.510.0000.525.002
7/2/2012	1109	510.00	99045	Fall Creek permit	70.510.0000.525.002
8/5/2012	1110	510.00	99238	Fall Creek permit	70.510.0000.525.002
10/5/2012	1113	510.00	99346	Fall Creek permit	70.510.0000.525.002
11/1/2012	1116	1,020.00	99599	Fall Creek permit	70.510.0000.525.002
11/1/2012	1116	510.00	99599	casino	

FY 12/13 Total to date 3,315.00

Lewis, Brisbois, Bisgaard, & Smith

WWTP Northern California River Keeper

P:\City Atty Docs\Legal Contracts\Lewis, Brisbois, Bisgaard & Smith (Salazar).3-15-2012.pdf

Date	Invoice #	Amount	Check #	Account
11/16/2012		3,360.00	99566	50% 80.550.0000.525.000; 50% 80.560.0000.!
8/31/2012	1071423	72.00	99118	50% 80.550.0000.525.000; 50% 80.560.0000.!
7/27/2012	1058159	1,708.00	99010	50%.80.550.0000.525.000; 50% 80.560.0000.!

FY 12/13 Total to date      \$ 8,858.25

Liebert Cassidy Whitmore

Legal Contracts\Liebert Cassidy ERC.7-26-12.pdf

Date	Invoice #	Amount	Check #	Account
9/30/2012	157112	24.50	YR020-00001	01.040.0000.5250001
FY 12/13 Total to date		\$ 24.50		



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**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council  
Prepared by: Rhetta Hogan, Finance Director   
Agenda title: Receive Report Regarding 2011/12 Sub-Recipient Monitoring  
Meeting date: December 6, 2012

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Discussion:

The 2008-09 Audited Financial statements for the City of Yreka disclosed an audit finding with respect to the City's monitoring of subrecipient agreements for federal grants. As part of the City's response to this finding, the City has increased its efforts to monitor sub-grantees. This report provides the results to the City Council in accordance with its own grant and fiscal management responsibilities.

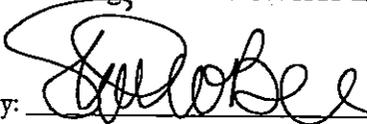
It can be extremely advantageous for CDBG grantees (municipalities) to accomplish their program objectives through the utilization of subrecipients (also referred to as "subgrantees"). Funds flow from the state, through the grantee, to the subrecipient. The subgrantee can undertake the project activities, leaving the municipality to contend with its normal, on-going responsibilities of government.

Subrecipient agreements do not absolve the City of responsibility for ensuring that grant- funded activities are conducted in a manner that is productive and legal. Since the State's contract is with the City as "grantee", it is the grantee's performance which the State will monitor. It is the grantee's responsibility to ensure that its subrecipient(s) are carrying out the project in conformance with the certifications and requirements imposed as a result of receiving CDBG funds.

There is a recent increase in attention to sub-recipient monitoring by the State. This is causing many jurisdictions to reconsider whether sub-recipient agreements are the most effective mechanism to deliver these services. If subrecipient agreements are not used as the contract mechanism, agencies will be required to openly solicit competitive proposals and local organizations risk not being selected as the most qualified contractors for the work.

In 2011/12 the City initiated a process to share this monitoring task with other local jurisdictions. This joint monitoring process minimizes duplication, ensures consistent instructions for subrecipients, and makes the process easier for them to manage. It also allows agency staff to learn from one another and it encourages shared use of resources. There are three organizations in Siskiyou County who frequently operate under subrecipient agreements and Yreka has open grants with two of them, JEDI and SCEDC. All three local subrecipient organizations were jointly monitored in 2012.

For each sub-recipient monitoring, risks were assessed (see attached checklist) and this information was used to plan a detailed examination of records. The most currently available audited financial statements were examined for indications of any financial or management concerns. Agency invoices were matched to eligible client records and traced through the organization's financial system to their

Approved by:   
Steven Baker, City Manager

source documentation. Client eligibility files and procurement records were examined as well as management structure and operational policies.

Subrecipient Organization	Grant and Source	Monitoring Date	Monitoring comment
Jefferson Economic Development Institute (JEDI)	CDBG Microenterprise grant #08-EDEF-5874 expires 12/ 2012	February 29, 2012	Minor suggestions made to improve documentation of services provided. See attached letter and response.
Siskiyou County Economic Development Council (SCEDC)	EPA Brownfields Assessment grant #BF-00T30101-1 expires 10/2013	April 20, 2012	Substantial improvements have been made in policies, documentation of services, and client eligibility since last monitoring. No suggestions were identified.
Great Northern Corporation (GNC)	No current contract with City of Yreka	June 13 and 14, 2012	Monitoring partners noted concerns with client eligibility and timesheet documentation. GNC was commended for progress made to re-organize and streamline service delivery. Yreka will re-evaluate areas of concern if/when a sub-recipient opportunity arises.

Fiscal Impact:

The City's current subrecipients are appropriately delivering and documenting their efforts, therefore there is very little risk that the State will disallow payment to the City for the services provided. There are no fiscal impacts associated with this monitoring report, however as noted some grant funds are not expected to be fully utilized.

The City's grant with EPA is \$400,000 of which \$195,077 has been expended as of August. The SCEDC is on track to complete this project and expend all the funds within the grant timeline.

The City's CDBG Microenterprise grant is \$300,000 of which \$166,723 has been expended as of September. JEDI will not be able to fully expend the grant funds within the grant timeline. An estimated \$75,000 will remain after the grant expiration on December 31, 2012.

Recommendation and Requested Action:

That the Council: Receive Report Regarding 2011/12 Sub-Recipient Monitoring. No additional action is necessary.

Enclosures

- Risk Assessment Checklist
- Monitoring letter to JEDI
- JEDI Monitoring response

# Risk Assessment and Review Outline

<b>Grantee Monitoring Program for Subrecipients</b>		<b>Date:</b>		
		<b>Reviewer Name:</b>		
<b>Subrecipient</b>				
<b>Funding Source</b>				
<b>Grant ID</b>				
<b>Schedule for monitoring:</b>		<b>initial</b>	<b>follow-up</b>	<b>final</b>
<b>Purpose: Ensure that subrecipient complies with regulations regarding:</b>				
	Administration			
	Financial timelines, budgets			
	Performance objective			
<b>Initial Risk Assessment</b>				
<b>Score HML</b>		<b>Y or N</b>	<b>Workpaper reference</b>	<b>Notes</b>
	Is this a new subrecipient?			
	Review of previous audit report and/or monitoring report. Were there findings?			
	If there were audit findings was a corrective action plan implemented?			
	What is the status of the plan?, review correspondence			
	Key staff consistency			
	Accounting system, internal control - segregation of duties, accounting savvy, written program?			
	Accounting records, program records - existence, sufficient in support of compliance activity			
	Milestone compliance - explanation when not met, is it reasonable			
	Active board of directors, conflict of interest policy. How often are meetings? Review minutes if necessary.			
	Other - Describe:			
	<i>Total initial risk assessment, High, medium or low. The higher the risk, more testing and inquiry is necessary. Continue to assess throughout program.</i>			
<b>Grant expectations:</b>				
	Can the sub explain the goals of the program?			
	How does the sub plan on meeting the grant objectives?			
	Existence of assets purchased with funds - written plan regarding what happens to assets when entity ceases to exist. Reversion of assets			
<b>Depending on the progress of the grant to date:</b>				
<b>Document discussions, inquiries, observations, copy pertinent documents</b>				
	Have Special conditions been met? What were they? Inspect correspondence, clearance.			

	Review budget timeline? Is the sub where you would expect them to be within the timeframe?			
	Inquiry regarding any news articles, outreach efforts, classes, CDBG conferences attended			
<b>Expenditure Testing</b>				
	Select timeframe for review of payroll timecards? Incorporate all types of activities.			
	Inquire regarding total payroll compared to the grant that is being monitored. Analytically determine if payroll for the grant monitored is reasonable to the total payroll. i.e. take a look at a quarters payroll 941's and compare with amounts charged to all grants.			
	Select several timecards and inquire of that employee, how is the grant going, what are the obstacles faced etc.			
	What are the statistics regarding this grant, number of contacts, number of loan applications, etc.			
	Is the employees perception as to grant progress the same as the progress being reported?			
	Are there professional services for consultants etc.? Review contract, qualifications, pool of consultant applicants.			
	What was expected from the consultant, did they provide what was expected?			
	If there are indirect cost charges i.e.. Rent, telephone, supplies, administrative support. Is there an indirect cost plan?			
	Has the indirect plan been approved if required?			
	If under the threshold for a formal plan, review allocations, are they based on some kind of reasonableness? i.e. square footage, phone log, time study, supply log.....			
	From the reports that are issued by subs to grantee, can you trace the invoice figures to support documentation?			
<b>Compliance</b>				
	If eligibility is a criteria. - Select a sample, both successful and unsuccessful			
	Test documentation for eligibility determination, is it correct, is appropriate documentation attached, is it timely, current under the circumstances.			
	Statistical data - do documents support the data?			



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CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM

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To: Yreka City Council  
Prepared by: Mary Frances McHugh, City Attorney  
AGENDA TITLE: Introduction of Ordinance 833 amending Ordinance 831 regarding Section 11.01.080 of the Yreka Municipal Code in Title 11, Buildings and Construction  
Meeting date: December 6, 2012

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Recommendation and Requested Action:

Waive reading and introduce Ordinance 833.

Discussion: On November 15, 2012, the Council adopted Ordinance 831, which adopted the current California Building Standards Codes. After adoption, a typographical error was identified in new Section 11.01.080. The proposed changes are in italics. This ordinance will make the corrections.

Attachments: A copy of the City Attorney Advice Memo regarding Ordinance 831.

Approved by: \_\_\_\_\_  
Mary Frances McHugh, City Attorney

ORDINANCE NO. 833

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF YREKA  
AMENDING ORDINANCE 831 REGARDING SECTION 11.01.080 OF THE  
YREKA MUNICIPAL CODE IN TITLE 11, BUILDINGS AND CONSTRUCTION

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

SECTION 1. Section 3 of Ordinance 831 enacted on November 15, 2012, is amended as follows:

Section 11.01.080 of Chapter 11.01 of Title 11, Buildings and Construction, of the Yreka Municipal Code is amended to read as follows:

**~~11.04.080~~ 11.01.080 Violations and penalties.**

A. It is unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy or maintain any building, structure or building service equipment or cause or permit the same to be done in violation of this chapter.

B. Any person, firm, corporation or other entity which violates any of the provisions of this chapter including any of the codes adopted by reference, or who violates or fails to comply with any order made thereunder, or who builds in violation of any detailed statement of specification of plans submitted and approved thereunder, or any certificate or permit issued thereunder, and from which no appeal has been taken, or who fails to comply with such an order as affirmed or modified by the city council or by a court of competent jurisdiction shall be guilty of an infraction unless otherwise provided in this code.

C. Any person, firm, corporation or other entity which is guilty of an infraction under this chapter shall be punished by:

1. A fine not exceeding one hundred dollars for the first violation;
2. A fine not exceeding five hundred dollars for a second or subsequent violation ~~conviction~~ within one year.

Any failure to correct the condition for which the infraction is imposed within a period of seven days after the issuance of a citation, and for each seven day period thereafter may be treated as a separate and additional violation subject to the same penalties set forth herein.

In addition to the penalties set forth above, any violation beyond the third conviction within a one-year period or any willful violation of this section which creates an immediate threat to the health, safety or welfare of the members of the public or the occupants of any structure in violation of this section may be charged as a misdemeanor punishable as provided in Chapter 1.04.

D. In addition to the penalties set forth herein, any person, firm, corporation or other entity guilty of a violation of this chapter shall be liable for such costs, expenses and disbursements paid or incurred by the city in correction, abatement and prosecution of the violation.

SECTION 2. 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 3. 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 4. 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 5. EFFECTIVE DATE. This ordinance shall be in full force and effect thirty (30) days from and after the date of its adoption.

SECTION 6. 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. If the charge for publication of the ordinance exceeds the customary rate charged by the newspaper for publication of private legal notices, the City Clerk is

directed to prepare, post and publish a summary of this ordinance as provided in Government Code Section 36933(c)(1) .

SECTION 7. 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 1.

SECTION 8. DISTRIBUTION. The City Clerk is directed to provide a copy of this Ordinance and Ordinance 831 to the State Building Commission.

Introduced at a regular meeting of the City Council held December 6, 2012, and adopted as an ordinance of the City of Yreka at a regular meeting of the City Council held on December 20, 2012 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
David Simmen, Mayor

ATTEST:

APPROVED AS TO FORM

\_\_\_\_\_  
Liz Casson, City Clerk

\_\_\_\_\_  
Mary Frances McHugh, City Attorney