

YREKA CITY COUNCIL

AGENDA

December 5, 2013 – 6:30 P.M.

Yreka City Council Chamber 701 Fourth Street, Yreka, CA

The full agenda packet can be found on the City's website [www.ci.yreka.ca.us/council](http://www.ci.yreka.ca.us/council)

PLEDGE OF ALLEGIANCE

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

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

1. Discussion/Possible Action - Consent Calendar: All matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Council wishes to remove an item for discussion or a member of the audience wishes to comment on an item. The City Manager recommends approval of the following consent calendar items:
  - a. Approval of Minutes of the meeting held November 21, 2013
  - b. Approval/ratification of payments issued from November 22, 2013 through December 5, 2013.
  - c. Adopt Resolution No. 3040 adopting the 2014 meeting Calendar for the Yreka City Council.
  - d. Approve proposal to join the National Joint Powers Alliance purchasing consortium and authorize the City Manager to execute the necessary consortium membership agreements.
2. Discussion/Possible Action – Adopt Resolution No. 3039 approving requests associated with Special Event of Yreka Rotary known as the Humbug Hurry Up to be held on June 20 & 21, 2014.
3. Discussion/Possible Action – Appropriate \$50,000 for Community Theater Siding Improvements from the Crandall (or Capital Projects) account for matching dollars to the Red Scarf Society's Theater Siding Project in the 2013-2014 operating budget.
4. Discussion/Possible Action – Review and discuss the MS4 Implementation Plan for the North Coast Regional Water Quality Control Board.

City Manager Report

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

**CLOSED SESSION:**

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

Property: 1400 Fairlane Road, Yreka, CA  
Third Party Negotiator: Todd Whipple and Stacey R. Whipple Trust  
City Negotiators: City Manager and Chief of Police  
Under Negotiation: Possible acquisition including price, terms of payment, or both

2. Conference with Labor Negotiator Government Code Section 54957.6 (a)

Agency Negotiators: Steven Baker  
Employee Organizations: Yreka Management Team Association, Confidential Unit and Yreka City Employees Association.

3. Conference with Legal Counsel - Anticipated Litigation

Initiation of litigation pursuant to Subdivision (c) of Section 54956.9 of the Government Code: (Number of cases to be discussed – 1 - The names of the parties are not disclosed as it is believed that that to do so would jeopardize the City's ability to serve process or to conclude existing settlement negotiations to the City's advantage).

**RETURN TO OPEN SESSION: 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 21, 2013

On the 21st day of November 2013, 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.

Consent Calendar: Mayor Simmen announced that all matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Council wishes to remove an item for discussion or a member of the audience wishes to comment on an item:

- a. Approval of Minutes of the meeting held November 7, 2013
- b. Approval/ratification of payments issued from November 8, 2013 through November 21, 2013.

Councilmember Bicego requested item 1 be pulled for discussion.

Following Council discussion, Councilmember Foster moved to approve item b on the consent calendar as submitted.

Councilmember Bicego 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 Minutes of the meeting held November 7, 2013

Councilmember Bicego noted for the record that he was absent from the November 7 City Council meeting and therefore is abstaining from the vote.

Following Council discussion, Councilmember Foster moved to approve the minutes as submitted.

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

Mayor Simmen thereupon declared the motion carried.

Approval of appointment of Colin McKee to the Yreka Volunteer Fire Department.

Following Council discussion, Councilmember Bicego moved to approve the appointment of Colin McKee to the Yreka Volunteer Fire Department.

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

Mayor Simmen thereupon declared the motion carried.

Consider increasing support to the Red Scarf Society's Fundraising Campaign for the Rehabilitation of the Community Theater Siding.

Joan Favero addressed the Council and audience on behalf of the Red Scarf Society for the Performing Arts reporting that they have completed the community aspect of the Community Theater siding campaign, and that they have received \$25,575 from the community, \$8,500 in grant funds, and Red Scarf contributed \$25,000 for a total of \$59,075.

Mrs. Favero further reported that are currently preparing a grant application in the amount of \$41,500 from the Ford Family Foundation and is requesting the City to consider increasing their financial support for the project to \$60,000 to enable them to meet the required grant match.

Following Council discussion, Councilmember Bicego moved to table this item to the next Council meeting and to direct staff to prepare a memorandum detailing the funding options that may be available.

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

Mayor Simmen thereupon declared the motion carried.

Initiate Dissolution of the Joint Authority for the Montague – Yreka Airport.

City Manager Baker reported that the City of Montague and City of Yreka entered into a Joint Powers Agreement for Airport Facilities in July 1974. The JPA agreement has been amended 3 times since then. The Agreement originally included Yreka contributing funds toward improvements that needed to be made to the airport at that time. Subsequently, Yreka contributed \$2,500 per year toward the airport, which was increased to \$5,000 per year beginning in 2002. In addition, the agreement provides for an Airport Advisory Commission that includes a member of the city council from each city (with the Mayor as the alternate), another member appointed by each respective city and one member appointed by agreement of the two Mayors. The commission is scheduled to meet four times per year. In addition, the city attorneys from each city would share legal work.

The JPA does not own the airport (Montague does). The JPA agreement does not provide for indemnification (Both Montague and Yreka below to the same JPA for liability insurance and Montague carries an additional insurance policy on the airport) and the City of Yreka was sued (and subsequently released from) a lawsuit from a visitor to the Balloon Fair. The JPA creates an advisory commission, but the commission is only advisory; Montague has the final say on activities at their airport. It is often difficult to obtain a quorum of the committee and the jointly appointed position has been vacant for more than a year (and the previous incumbent served only a few months). Montague staff puts together the agenda packet and Yreka staff writes the minutes.

Recently, we were advised that a controllers report and a compensation survey were required since we have a formal JPA.

As a result of the above, staff from Montague and Yreka have discussed dissolving the JPA for the airport and replacing it with an agreement for Yreka to contribute \$5,000 per year. This \$5,000, together with the same amount from Montague serves as matching funds for an annual \$10,000 grant from the state. These funds together are accumulated to pay for on-going maintenance of the airport runway. The airport is not a federally recognized airport that can apply for federal airport funds (the airport is too close to other federally recognized airports), so these maintenance funds are critical to keeping the airport open.

The City of Montague on November 7, 2013 authorized dissolution of the JPA if the City of Yreka concurs.

Staff is recommending that the City provide the six month notice required for the JPA dissolution and work with Montague to draft an agreement for the continued contribution of \$5,000 per year beginning with the next fiscal year.

Following Council discussion, Councilmember Bicego moved to direct staff to initiate the dissolution of the Montague-Yreka Airport Joint Powers Authority and to prepare a replacement agreement for financial support.

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

Mayor Simmen thereupon declared the motion carried.

Direction to Staff – Request for Waiver of Developer Impact Fees for 311 S. Main Street.

City Manager Baker reported that the City received a request from the Siskiyou Habitat for Humanity requesting the waiver of development impact fees on property they recently acquired at 311 S. Main Street. They indicate that they were unaware of the requirement until they came in to sign up for water service for the property.

City records show no water connection or water bills on this property since 1995. All activity on the property predated the base rate billing for vacant property and the property was not recorded as having water and sewer utility series on the utility billing system

During the sales process, the building department received several calls from the listing realtor as well as others regarding impact fees. It was determined that this property would be subject to water and wastewater impact fees and this was disclosed to the listing broker (along with a worksheet) and several potential buyers and Real Estate Agents who inquired. For developed properties not on the system (or that have gone off the system), the City charges the lesser of either the historic base rate since base rate inception or the development impact fees when the property has only one owner, however, once the property is transferred to a new owner the development impact fees apply upon reconnection.

On August 29, 2013, staff identified that this property has an ancient 5/8" water meter and that a new 5/8" water meter could be installed at no cost to the customer under the city's replacement meter policy. However, the development impact fees would still apply.

The City Council does have the ability to waive the development impact fees under certain circumstances as depicted in the Yreka Municipal Code.

Waiver under these circumstances would be a change of City policy on vacant properties. The current policy recognizes that all properties connected to the system, regardless of whether they are currently using water, benefit from the water and sewer infrastructure and should therefore pay the base rate. Allowing property owners to disconnect from the system means that this burden is shifted to other property owners. The current policy allows property owners to essentially permanently disconnect from the system if they will not ever use the water/sewer connection and they are treated as new connections should reconnection ever be warranted. This situation, however, does raise issues of the method of properly noticing future property owners who otherwise would expect water and sewer to be available on existing properties when either they are disconnected by property owner action or (as in this case) not connected to the system. We have explored various options, but have not come up with a good mechanism that works in all circumstances (i.e. would show up on the title report). In this case, because staff was aware of the potential for sale, staff did provide this information to the listing broker as well as other Real Estate Agents and individuals who came to the city and requested information. This should have resulted in the buyer being aware of these provisions.

Staff is recommending that the waiver not be granted, either in full or, as proposed in the last paragraph, in part. The donation option does not apply since the city is a non-taxable government entity.

Given the circumstances in this case, staff has offered to allow the connection fee to be paid off over a 5-year period and would recommend that Council endorse this approach in this circumstance.

Should Council wish to change or review the current policy, staff would request direction on possible changes. Staff could investigate and bring back options at a future meeting, including the impacts and precedents of such a policy change. The development impact fees to the City's water and wastewater utilities at the 50% discounted level total \$3,770.90.

Following Council discussion, Councilmember Bicego moved to table this item to a future meeting for further discussion, and to allow Siskiyou Habitat to connect to the water system as soon as the repairs to the building are completed.

Councilmember Mercier seconded the motion, and upon roll call, the following voted YEA: Bicego, Mercier and Simmen. Nay – Foster.

Mayor Simmen thereupon declared the motion carried.

Adopt Resolution No. 3038 approving execution of the Memorandum of Understanding signed by the Yreka Police Management Association.

Following Council discussion, Councilmember Foster moved to adopt Resolution No. 3038 as submitted.

Councilmember 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 Ordinance No. 836 An Ordinance of the City Council of the City of Yreka, amending and or repealing certain sections of the Yreka Municipal Code in Chapters: 2.04 Council vacancies, 2.18 City Accounting Officer, 2.24 Public Works Department, 2.44 Mandatory Retirement of City Officers and Employees and 2.56 General Municipal Elections.

Following the reading of the title of the Ordinance and Council discussion, Councilmember Mercier moved to waive the reading of the body of the Ordinance and to adopt Ordinance No. 836 as submitted.

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

Mayor Simmen thereupon declared the motion carried.

Approve proposal to prepay long-term debt with USDA 2002 Certificates of Participation (COP).

Finance Director Rhetta Hogan reported that as part of the long term planning for the sewer fund, staff was planning to repay the higher interest rate debt from the 2002 USDA Certificates of Participation (COP) for the East Side Sewer Project later this fiscal year. This repayment has become timely because in working through the new lending agreements for the 2012 USDA COP for the wastewater treatment plant and wastewater distribution improvement, the City is ineligible to subordinate any further debt against the 2002 USDA COP without modification of the original documents. In evaluating two options of reissuance of contract documents for the 2002 COP or prepayment, staff is recommending prepayment.

Finance Director Hogan further reported that prepaying this debt will result in a savings of future interest payment of \$634,882.50 from 9/1/2013 to 9/1/2041.

Following Council discussion, Councilmember Foster moved to approve proposal to prepay Eastside Sewer USDA 2002 Certificates of Participation loan that includes principal of \$793,000 and accrued interest of \$9,112.48 effective December 13, 2013.

Councilmember Mercier 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 Treasurer’s Report and Operating Budget of Revenue and Expenditures with Actual for the Month of October 2013.

Following Council discussion, Mayor Simmen moved to approve the Treasurer’s Report and Operating Budget as submitted.

Councilmember Bicego 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. Conference with Labor Negotiator Government Code Section 54957.6 (a)  
 Agency Negotiators: Steven Baker  
 Employee Organizations: Yreka Management Team Association, Confidential Unit, and Yreka City Employees Association.
  
- 2. Conference with Real Property Negotiator (Government Code Section 54956.8)  
 Property: 1400 Fairlane Road, Yreka, CA  
 Third Party Negotiator: Todd Whipple and Stacey R. Whipple Trust  
 City Negotiators: City Manager and Chief of Police  
 Under Negotiation: Possible acquisition including price, terms of payment, or both
  
- 3. Conference with Legal Counsel - Anticipated Litigation  
 Initiation of litigation pursuant to Subdivision (c) of Section 54956.9 of the Government Code: (Number of cases to be discussed – 1 - The names of the parties are not disclosed as it is believed that that to do so would jeopardize the City's ability to serve process or to conclude existing settlement negotiations to the City's advantage).

**RETURN TO OPEN SESSION:** Upon return to open session, City Manager Baker reported that no reportable action was taken in closed session.

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

Attest:

\_\_\_\_\_  
David Simmen, Mayor  
Minutes approved by Council  
Motion December 5, 2013

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

# Accounts Payable

## Manual Check Proof List

User: lysandra  
Printed: 11/26/2013 - 2:49PM



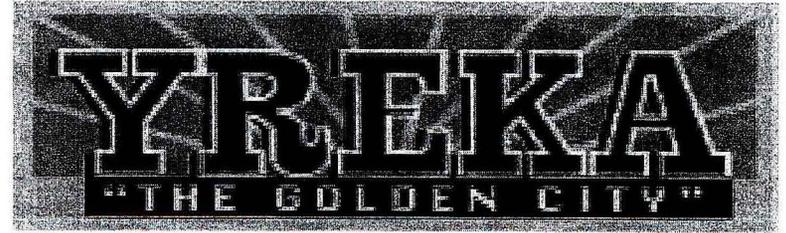
Invoice No	Amount	Payment Date	Description	Check Number	Date	Acct Number	reference
Vendor: 1297	SCOTT VALLEY BANK						
				470	11/22/2013		
11/22/13	71.81	11/22/2013	BANK CHARGES 10/13			01-030-0000-526-000	
Total for Check	71.81						
Total for 1297	71.81						
<hr/> <hr/>							
Total Checks:	71.81						
<hr/> <hr/>							

*Q* 11/26/13

# Accounts Payable

## Computer Check Proof List by Vendor

User: lysandra  
 Printed: 11/26/2013 - 3:52PM  
 Batch: 05024.11.2013



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 4301	AT&T CALNET 2			Check Sequence: 1	ACH Enabled: False
4848286	INV 4848286	608.36	12/06/2013	01-200-0000-517-000	
4851932	INV 4851932	23.01	12/06/2013	01-200-0000-517-000	
4879483	INV 4879483	16.47	12/06/2013	01-300-0000-517-000	
4879484	INV 4879484	16.02	12/06/2013	80-560-0000-517-000	
4879488	INV 4879488	32.29	12/06/2013	01-020-0000-517-000	
4880215	INV 4880215	16.02	12/06/2013	70-510-0000-517-000	
4880306	INV 4880306	117.87	12/06/2013	80-030-0000-517-006	
4880306	INV 4880306	117.88	12/06/2013	70-030-0000-517-006	
	Check Total:	947.92			
Vendor: 1041	RON BLACK			Check Sequence: 2	ACH Enabled: False
12/06/13	DECEMBER 2013	682.00	12/06/2013	01-200-0000-521-004	
	Check Total:	682.00			
Vendor: 3118	CROSS PETROLEUM			Check Sequence: 3	ACH Enabled: False
CL21970	INV CL21970	108.22	12/06/2013	01-200-0000-520-310	
	Check Total:	108.22			
Vendor: 1099	DAVID DELLA LANA			Check Sequence: 4	ACH Enabled: False
11/13/13	YFD EXAM - B3B000CP	220.00	12/06/2013	01-210-0000-525-000	
	Check Total:	220.00			
Vendor: 1916	G & G HARDWARE (POLICE)			Check Sequence: 5	ACH Enabled: False
161220	INV 161220	13.96	12/06/2013	01-200-0000-516-000	
	Check Total:	13.96			
Vendor: 2142	DOHN HENION			Check Sequence: 6	ACH Enabled: False
12/06/13	DECEMBER 2013 (1)	1,250.00	12/06/2013	01-040-0000-525-001	

*Handwritten:* @ 11/26/13 pg 1-3

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	1,250.00			
Vendor: 1430	KNIFE RIVER MATERIALS			Check Sequence: 7	ACH Enabled: False
333276	INV 333276	123.52	12/06/2013	70-500-0000-416-001	
333276	INV 333276	123.53	12/06/2013	80-550-0000-416-001	
333330	INV 333330	122.30	12/06/2013	80-550-0000-416-001	
333330	INV 333330	122.31	12/06/2013	70-500-0000-416-001	
334217	INV 334217	122.00	12/06/2013	70-500-0000-416-001	
334217	INV 334217	122.00	12/06/2013	80-550-0000-416-001	
334223	INV 334223	248.27	12/06/2013	80-550-0000-416-001	
334223	INV 334223	248.27	12/06/2013	70-500-0000-416-001	
335191	INV 335191	125.96	12/06/2013	70-500-0000-416-001	
335191	INV 335191	125.97	12/06/2013	80-550-0000-416-001	
	Check Total:	1,484.13			
Vendor: 1400	MADRONE HOSPICE			Check Sequence: 8	ACH Enabled: False
12/06/13	DECEMBER 2013	5,343.75	12/06/2013	01-090-0000-560-004	
	Check Total:	5,343.75			
Vendor: 1195	EILEEN MAIER			Check Sequence: 9	ACH Enabled: False
1715	INV 1715	12.90	12/06/2013	01-350-0000-520-000	
	Check Total:	12.90			
Vendor: 22019	OFFICE DEPOT			Check Sequence: 10	ACH Enabled: False
687361016001	INV 687361016001	82.21	12/06/2013	01-020-0000-515-000	
687361016001	INV 687361016001	23.21	12/06/2013	01-030-0000-515-000	
	Check Total:	105.42			
Vendor: 1253	PERFECTION CLEANING INC			Check Sequence: 11	ACH Enabled: False
12/06/13	NOVEMBER 2013	185.00	12/06/2013	01-080-0000-526-001	
12/06/13	NOVEMBER 2013	680.00	12/06/2013	01-200-0000-526-001	
12/06/13	NOVEMBER 2013	300.00	12/06/2013	01-400-0000-426-003	
	Check Total:	1,165.00			
Vendor: 1283	SC ECONOMIC DEVELOPMENT COUNCIL			Check Sequence: 12	ACH Enabled: False
12/06/13	DECEMBER 2013	3,333.33	12/06/2013	01-090-0000-560-001	
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Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 25035 39319	MICHAEL SIMAS INV 39319	254.94	12/06/2013	Check Sequence: 13 01-200-0000-515-000	ACH Enabled: False
	Check Total:	254.94			
Vendor: 1440 140946	ULTRAMAX INV 140946	465.00	12/06/2013	Check Sequence: 14 01-200-0000-416-000	ACH Enabled: False
	Check Total:	465.00			
Vendor: 21027 9TT484463	UNITED PARCEL SERVICE INV 9TT484463	15.41	12/06/2013	Check Sequence: 15 01-200-0000-516-000	ACH Enabled: False
	Check Total:	15.41			
Vendor: 25090 12/06/13	USPS DECEMBER 2013	1,300.00	12/06/2013	Check Sequence: 16 70-030-0000-515-001	ACH Enabled: False
	Check Total:	1,300.00			
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	Check Total:	46.16			
Vendor: 1374 12/06/13	YREKA CHAMBER OF COMMERCE DECEMBER 2013	4,275.00	12/06/2013	Check Sequence: 18 01-090-0000-560-000	ACH Enabled: False
	Check Total:	4,275.00			
Vendor: 25120 005821 11/13 024631 11/13 054217 11/13	YREKA TRANSFER ACCT 005821 11/13 ACCT 024631 11/13 ACCT 054217 11/13	73.00 93.00 120.00	12/06/2013 12/06/2013 12/06/2013	Check Sequence: 19 01-210-0000-518-004 01-200-0000-518-004 01-480-0000-518-004	ACH Enabled: False
	Check Total:	286.00			
	Total for Check Run:	21,309.14			
	Total of Number of Checks:	19			



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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: Adopt Resolution No. 3040 adopting the 2014 meeting calendar for the Yreka City Council  
Meeting Date: December 5, 2013

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Discussion:

This is the time of the year when we review the upcoming city council meetings to determine if they should be considered for cancellation. There are three candidate meetings:

- January 2, 2014 The day after the January 1 holiday. Also the agenda preparation week before contains the two day Christmas holiday. We recommend cancelling this meeting.
- July 3, 2014. The Thursday night before a three day holiday weekend. We recommend cancelling this meeting.
- August 7, 2014 The Thursday of Fair week. Citizens, Council and staff are usually busy during this week. We recommend cancellation.

Fiscal Impact: None.

Recommendation: Staff recommends Adoption of Resolution No. 3040 as submitted.

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

Steven Baker, City Manager

RESOLUTION NO. 3040  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA  
ADOPTING THE 2014 MEETING CALENDAR FOR THE  
YREKA CITY COUNCIL

BE IT RESOLVED by the City Council of the City of Yreka that the 2014 meeting calendar for the regular meetings of the Yreka is as follows:

**January 2, 2014 cancelled**  
January 16, 2014

**July 3, 2014 cancelled**  
July 17, 2014

February 6, 2014  
February 20, 2014

**August 7, 2014 cancelled**  
August 21, 2014

March 6, 2014  
March 20, 2014

September 4, 2014  
September 18, 2014

April 3, 2014  
April 17, 2014

October 2, 2014  
October 16, 2014

May 1, 2014  
May 15, 2014

November 6, 2014  
November 20, 2014

June 5, 2014  
June 19, 2014

December 4, 2014  
December 18, 2014

Passed and adopted this 5<sup>th</sup> day of December 2013, by the following vote:

AYES:  
NAYS:  
ABSENT:

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

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



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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, Steve Baker, City Manager

Agenda title: Approve proposal to join the National Joint Powers Alliance purchasing consortium and authorize the City Manager to execute the necessary consortium membership agreements.

Meeting date: December 5, 2013

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Summary:

The City of Yreka participates in several purchasing consortiums and multiple awards schedules for purchasing. Some of the contracts that the City currently participates in include NACO for office products, CalNET for telecommunications, HGAC for equipment, Dell Government Division for IT equipment.

Fleet Services is recommending participation in the National Joint Powers Alliance (NJPA) to aid in competitive quotes for both equipment purchases, parts and fuel pumping equipment

The advantages from using purchasing consortiums are to:

- Streamline purchasing, in cases where the City would otherwise need to bid for procurement
- Take advantage of previous competitively bid contracts
- Find purchase price advantages
- Vendors gain access to wide market buyers without spending time to individually research and respond to each agencies bidding and procurement requirements.

Fiscal Impact: No cost for City participation in the NJPA, as vendors pay an administrative fee to the NJPA for member procurement. Potential value in cost savings vary by product and frequency of use.

Recommendation and Requested Action:

Approve proposal to join the National Joint Powers Alliance purchasing consortium and authorize the City Manager to execute the necessary consortium membership agreements.

Attachments

Yreka City Council Approval:

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David Simmon, Mayor, City of Yreka

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

  
Steven Baker, City Manager

**MEMBERSHIP AGREEMENT  
PARTICIPATING MEMBER**



**ORGANIZATION INFORMATION (\*\* Required Information)**

Applicant Name: \*\* City of Yreka  
Address: \*\* 701 Fourth St.  
City, State, Zip \*\* Yreka, CA 96097  
Federal ID Number: 94-6001437  
Contact Person: \*\* Rhetta Hogan  
Title: \*\* Finance Director  
E-mail: \*\* rhetta@ci.yreka.ca.us  
Phone: (530) 841-2323  
Website: ci.yreka.ca.us

Please indicate an address to which your Membership materials may be delivered.

Thank you.

**APPLICANT ORGANIZATION TYPE:**

- K-12
- Government or Municipality (please specify: Municipality)
- Higher Education
- Other (please specify: \_\_\_\_\_)

**I WAS REFERRED BY:** (please specify)

- Advertisement \_\_\_\_\_
- Current NJPA Member \_\_\_\_\_
- Vendor Representative WEX and FuelMaster
- Trade Show \_\_\_\_\_
- NJPA Website \_\_\_\_\_
- Other \_\_\_\_\_

**Completed applications may be returned to:**

National Joint Powers Alliance @  
202 12<sup>TH</sup> Street NE  
Staples, MN 56479

**Duff Erholtz**  
Phone 218-894-5490  
Fax 218-894-3045  
E-mail duff.erholtz@njpacoop.org

**MEMBERSHIP AGREEMENT  
PARTICIPATING MEMBER**



**This Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20 13, by and between National Joint Powers Alliance®, hereinafter referred to as "NJPA" and \_\_\_\_\_ City of Yreka hereinafter referred to as the "Applicant".**

**Witnesseth:**

That for a good and valuable consideration of the premises, mutual terms, covenants, provisions, and conditions hereafter set forth, it is agreed by and between the parties as follows:

*Whereas, the NJPA is created by Minnesota Statute §123A.21 as a service cooperative (with membership further defined in M.S. §471.59) to serve cities, counties, towns, public or private schools, political subdivisions of Minnesota or another state, another state, any agency of the State of Minnesota or the United States including instrumentalities of a governmental unit and all non-profits; and*

*Whereas, NJPA's purpose as defined in M.S. §123A.21 is to assist in meeting specific needs of clients which could be better provided by NJPA than by the members themselves; and*

*Whereas, the NJPA Board of Directors has established the ability for an "Applicant" desiring to participate in NJPA contracts and procurement programs to become a Participating Member; and*

*Whereas, the NJPA Board of Directors has determined that Participating Members will have no financial or organizational liability to NJPA or to its organizational activities;*

**Now Therefore,** it is hereby stipulated and agreed that the "Applicant" Agency desires to be a Participating Member of NJPA with contract purchasing benefits, in accordance with terms and conditions of the applicable contract(s), and that NJPA hereby grants said Membership to said "Applicant."

**Term:**

This continuing agreement shall remain in force or until either party elects to dissolve the Agreement by written notice.

**THEREFORE, IN WITNESS THEREOF,**

the parties hereto have executed this Agreement the day and year written above.

**National Joint Powers Alliance®  
202 12<sup>th</sup> Street NE  
Staples, MN 56479**

**Member Name:**

By \_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
AUTHORIZED SIGNATURE

Its \_\_\_\_\_  
TITLE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

# Get to know us.

## National Joint Powers Alliance®

### HOW CAN NJPA CONTRACTS BENEFIT MY AGENCY?

National cooperative contracts provide considerable time and resource savings for participating member agencies.

- Streamlines the contracting processes and maximizes efficiencies
- No need to establish and or duplicate bid docs or contract process
- Reduce the impact of staff reductions and budget cuts

### WHAT IS THE VALUE OF MEMBERSHIP WITH NJPA?

Membership establishes a legal paper trail between the member and NJPA, justifying your contract purchasing decision. A no-cost, no-obligation NJPA membership provides access to competitively bid national cooperative contracts, procured by a national municipal contracting agency. Our contracts leverage national volume pricing and provide our members with the desired vendor choices.

- Ease and time saving benefits of purchasing through national contracts procured, awarded and hosted by a national municipal contracting agency
- Unique advantage to purchase quality products/services deserving of the agency

### DOES NJPA SATISFY MY LOCAL BID REQUIREMENTS?

Every state government/education entity has a purchasing level at which public agencies are required to "go out to bid." NJPA has nationally solicited, evaluated and awarded contracts through a competitive bidding process on behalf of its members. These contracts can be leveraged by municipalities under the authority of NJPA's enabling legislation and your state's procurement laws and/or Joint Powers Authority. These laws allow access to NJPA's contracts and procurement process to satisfy your local/state bidding requirements, avoiding duplication of the process.

Click images to view publication:



- **About Us:** who we are, our process, our legal authority and the value we provide members
- **Contract Directory - General:** our current list of contract solutions
- **Contract Directory - Fleet:** our current list of fleet related solutions
- **NJPA Advantage Newsletter:** quarterly newsletter



The National Joint Powers Alliance® (NJPA) is a public agency; established through Minnesota State Statute in 1978. NJPA serves as a municipal contracting agency for over 50,000 member agencies throughout the nation with competitively awarded cooperative contract solutions through industry leading vendors.

NJPA membership is available to government, education and non profit agencies located in all 50 states at no cost, liability or obligation to the member agency. As a public, government agency itself, NJPA responds to its members' purchasing needs by facilitating and awarding national competitively bid contracts. NJPA cooperative contract solutions result in valuable product and service solutions that range from office supplies to heavy equipment.



Learn more: [www.njpacoop.org](http://www.njpacoop.org)

Duff Erholtz • Membership Services • 218-894-5490 • [duff.erholtz@njpacoop.org](mailto:duff.erholtz@njpacoop.org)



# CALIFORNIA

## STATE STATUTE LANGUAGE:

California cooperative purchasing is authorized by the "Joint Exercise of Powers Act".

West's Ann.Cal.Gov.Code § 6500

### § 6500. Public agency

As used in this article, "public agency" includes, but is not limited to, the federal government or any federal department or agency, this state, another state or any state department or agency, a county, *county board of education*, *county superintendent of schools*, city, public corporation, public district, regional transportation commission of this state or another state, a federally recognized Indian tribe, or any joint powers authority formed pursuant to this article by any of these agencies.

California Code

California Government Code

Title 1 General

Division 7 Miscellaneous

Chapter 5 Joint Exercise of Powers

Article 1 Joint Powers Agreements

6502. If authorized by their legislative or other governing bodies, two or more public agencies by agreement may jointly exercise any power common to the contracting parties, even though one or more of the contracting agencies may be located outside this state. It shall not be necessary that any power common to the contracting parties be exercisable by each such contracting party with respect to the geographical area in which such power is to be jointly exercised....



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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 Resolution No. 3039 approving requests associated with the Special Event of Yreka Rotary known as the Humbug Hurry-Up to be held June 20 and 21, 2014.  
Meeting date: December 5, 2013

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Discussion:

Jill Harris has submitted the attached request on behalf of the Yreka Rotary to hold the Humbug Hurry-Up in Greenhorn Park on June 20 & 21, 2014.

Fiscal Impact: Applicant will provide a refundable deposit of \$500 to cover clean-up costs and/or any damage to the park facility.

Recommendation and Requested Action:

That the Council adopt Resolution No. 3039 authorizing use of Greenhorn Park for the Rotary Humbug Hurry-Up event.

Approved by:

A handwritten signature in black ink, appearing to read "Steven Baker".

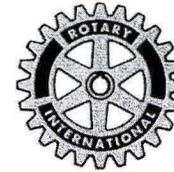
Steven Baker, City Manager

# HUMBUG HURRY UP

Presented By:



Jefferson Mountain Bike Association



Rotary Club of Yreka

City of Yreka  
701 4<sup>th</sup> Street  
Yreka, CA 96097

November 27, 2013

Members of Yreka City Council,

Jefferson Mountain Bike Association in partnership with Yreka Rotary is very excited to bring the Humbug Hurry-up back to Greenhorn Park on June 21, 2014. We view the "Hurry-up" as a way to promote Greenhorn Park as a community resource and a focal point of community pride.

We are requesting the following for the 2014 Humbug Hurry Up:

1. Exclusive use of the trails for race course(s). Permission to maintain existing trails within Greenhorn Park in preparation for the event.
2. Use of the south end of the east lawn at Upper Greenhorn for race start & finish activities including use of the kiosk for race administration. (diagram attached – this is in agreement with the other party using the north end of the east lawn on June 21<sup>st</sup>) We will direct event parking to Lower Greenhorn to accommodate the other event.
3. Permission for overnight camping in-Lower Greenhorn Park for the night of June 20, 2014 and morning of June 21, 2014.
4. Permission to use the following streets for the Long Course: Oregon St. from the intersection of Greenhorn & Oregon to Miner Street to N. Lange Street to North Street to Humbug where riders will ride the dirt road up Humbug. We will provide a pace car if YPD is not available. We will provide volunteers at intersections. Riders will leave Greenhorn Park at 8:30 a.m. and their ride through town will take no longer than 30 minutes.
5. Permission to have vendors at the event. Insurance will be provided by Rotary Club of Yreka to cover vendors. All vendors will require approval by Rotary Club of Yreka.
6. Permission for JMBA to sell beer on the day of the race. They are a non-profit and will follow ABC's guidelines for one-day permits as well as all terms and conditions that may be required by the Chief of Police.

Sincerely,  
Jill Harris

A handwritten signature in black ink that reads "Jill Harris".

Jefferson Mountain Bike Association – Race Director  
Rotary Club of Yreka – Humbug Committee Chair

JMBA  
PO Box 1754  
Yreka, CA 96097

JMBA  
[www.jeffersonmountainbike.com](http://www.jeffersonmountainbike.com)



**RESOLUTION NO. 3039**  
**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA**  
**APPROVING REQUESTS ASSOCIATED WITH SPECIAL EVENT OF YREKA**  
**ROTARY KNOWN AS THE HUMBUG HURRY UP TO BE HELD ON**  
**JUNE 20 AND 21, 2014**

WHEREAS, the city, a municipal corporation, is the owner of certain lands within the City of Yreka which are operated by the City as public municipal facilities, and,

WHEREAS, the Yreka Rotary desires to sponsor the Humbug Hurry Up Mountain Bike Race, during the weekend of June 20 and 21, 2014, at Upper Greenhorn Park, which is City property; and,

WHEREAS, the Yreka Rotary desires use of portions of Lower and Upper Greenhorn Park for the Humbug Hurry Up Mountain Bike Race event, and waiver of any use fees; and,

WHEREAS, the following provisions of the Yreka Municipal Code [YMC] are implicated by this event:

- Business License – YMC Section 5.04.
- Park Regulations YMC Chapter 9.50
- Vehicle controls- YMC Chapter 10.73
- Sound Amplifying Devices-YMC Chapter 9.28
- Temporary Signs-YMC Section 13.16.020(d)
- Camping in Public Parks – YMC Section 9.50.020

WHEREAS, pursuant to YMC Section 9.50.120, in order to promote the safety, comfort and convenience of persons using any park or recreation area, the City Council may from time to time by resolution adopt rules and regulations not inconsistent with the provisions of Chapter 9.50 of the Yreka Municipal Code, and make the same applicable generally or to a particular park or recreation area or portion thereof. Such rules and regulations may include regulating the speed of vehicles, establishing campsites, parking areas and areas where parking or driving of vehicles is prohibited, areas where certain games or activities are prohibited, and such other rules and regulations as in the opinion of the council are necessary for the safety, comfort and convenience of persons using such park or recreation area; and,

WHEREAS, this event will not include the installation of any structures, it will feature overnight camping on City property during the event by the race participants only; and,

WHEREAS, there do not appear to be any restraints or use permits required for this activity under the zoning ordinance, as this is not a “use” as contemplated by the zoning law; and,

WHEREAS, the Chief of Police has been consulted and is available for appropriate determinations and arrangements with the Humbug Hurry Up Mountain Bike Race under Section 10.73.050 in connection with this event; and,

WHEREAS, pursuant to Title 14 of the California Code of Regulations, Section 15061(b)(3) that this action 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; and

WHEREAS, the City Council has determined it would be in the best interests of the City to approve and authorize the action outlined in this Resolution on the terms and conditions set forth hereafter;

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

Section 1. The Council hereby finds and determines that the foregoing recitals are true and correct.

Section 2. The Council hereby orders:

a) The Yreka Rotary, sponsor of the Humbug Hurry Up Mountain Bike Race (“event sponsor”) is granted the use of portions of Lower and Upper Greenhorn Park areas, and in particular those areas designated by the Director of Public Works, for the event, during the weekend of June 20 and 21, 2014, under the terms and conditions of the Encroachment Agreement which has been negotiated between the Yreka Rotary and the Director of Public Works.

b) A permit is granted for patrons of the event to camp overnight in Lower Greenhorn Park in the areas designated by the Director of Public Works or his designee and to park recreational vehicles overnight in the Parking Lot for the purposes of overnight camping, which is subject the following conditions:

- i. No vehicles are allowed on the lawn areas, not even to temporarily unload or load;
- ii. Only tents without stakes are permitted;
- iii. No barbeques are to be placed on the lawns; absolutely no fires are permitted.
- iv. No vendors are allowed on the lawn areas;
- v. The event sponsor shall maintain a clean atmosphere in the park;
- vi. A refundable deposit of \$500 shall be paid to the City prior to the event to cover clean-up costs and/or any possible damage to the park facility.

The event sponsor shall clean up the premises used after the event, and shall comply which such other and further direction as may be given by the Director of Public Works or his designee in connection with the event, or as provided in the Encroachment Agreement;

c) Permission is granted for event sponsor and other vendors with written approval from event sponsor, to obtain daily business licenses to sell in a recreation area for this event. All vendors, including non-profit organizations, are required to obtain a City of Yreka Daily

Business License for this specific event. The business license fee is \$5.00 per day. Non-profit organization/service groups may be eligible for a “fee waiver”.

All Vendors must submit proof of non-profit status or copy of a letter from a non-profit organization acknowledging vendor's pledge to donate a percentage (1-100%) of the proceeds to the non-profit organization.

d) Event sponsor and the Jefferson Mountain Bike Association is granted permission to sell beer in greenhorn park on June 20 & 21, 2014 subject to the terms and conditions as may be placed by the Alcoholic Beverage Control Board (ABC) and the Chief of Police.

e) The event sponsor is granted Permission to use the following streets for the Long Course: Greenhorn Road from the City limits to Oregon St., Oregon St. from the intersection of Greenhorn & Oregon to Miner Street to N. Lange Street to North Street to Humbug where riders will ride the dirt road up Humbug. Event Sponsor shall provide the Pace car and all volunteers necessary at each intersection as determined by the Chief of Police.

f) The event sponsor shall provide the City with proof of general liability insurance of not less than \$1,000,000 and a separate endorsement naming the City of Yreka as additionally insured specific to the event dates and location, at least 1 week prior to the event. Event sponsor will be responsible and indemnify, defend and hold harmless the City for acts of the vendors and volunteers within the park.

g) The event sponsor shall pay for any services required by the Public Works Department. At the conclusion of the event, the Public Works Department will deduct the fees from any deposit given or submit an invoice to event sponsor for such services in accordance with the fee schedule of the Use and Encroachment Agreement.

h) The event is subject to the terms and conditions of the Encroachment Agreement regarding the event and the event sponsor shall comply with all other City of Yreka ordinances; and, the event sponsor shall comply with such further conditions and requirements as may be set by the City Manager, Chief of Police, and or the Director of Public Works.

Section 3. The Director of Public Works is authorized to negotiate an encroachment agreement with the Yreka Rotary for the purpose of trail conditioning in preparation for the event.

Section 4: City Manager is hereby delegated the authority to review and approve or deny event sponsor's requests for participation by other City departments to be part of the event (such as a demonstration or for event services other than emergency response), and to fix such terms and conditions upon any approval as the City Manager deems appropriate and in the interests of the City of Yreka.

Section 5. It is further resolved, if any section, subsection, part, clause, sentence or phrase of this Resolution 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 Resolution, 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. The City Manager, the Chief of Police, the Director of Public Works and all other proper officers and officials of the City are hereby authorized and directed to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to effect the purposes of this Resolution and the transactions herein authorized.

Section 7. The City Clerk shall forward a copy of this Resolution to: Yreka Rotary, Humbug Hurry Up Mountain Bike Race Committee, c/o Yreka Rotary, P.O. Box 189, Yreka, California 96097.

Section 8. This resolution shall take effect immediately upon its passage.

Passed and adopted this 5th day of December 2013, by the following vote:

AYES:  
NAYS:  
ABSENT:

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

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



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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, Steve Baker, City Manager  
Agenda title: Appropriate \$50,000 for Community Theater Siding Improvements from the Crandall (or Capital Projects) account for matching dollars to the Red Scarf Society's Theater Siding Project in the 2013-2014 operating budget  
Meeting date: December 5, 2013

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Summary:

On November 21, 2013, Joan Favero of the Red Scarf Society for the Performing Arts (a 501c3 non profit), hereafter referred to as the society, presented to the City Council an update and financial report of the society's multiyear funding raising campaign to replace the deteriorated siding on the City's community theater. The society to date has received numerous private donations from businesses, individuals totaling \$59,075 for the project. The community theater siding replacement project is estimated to cost \$162,737. The society is currently preparing a Ford Foundation Family (FFF) grant application requesting \$41,500 for the project, and is seeking matching funds from the City, in the amount of \$50,000, to achieve their match requirement for the grant application. The cash match would be in addition to the \$10,000 of previously committed match by the City for inkind services.

The FFF grant requires a firm pledge of at least 50% of the applicant's grant funding to be in place before applying. The City was a donation partner in a very similar style grant application with the FFF in acquiring a portable stage for community concerts.

Staff is recommending either of the two different funding options for the City Council to consider for the pledge of match funds for the community theater siding project grant application.

Funding Option 1:

In the 2013-2014 Adopted Budget the City set aside funds of \$93,025 for unallocated capital projects, to be determined and prioritized by the City Council in the future. Project considerations at the time of budget preparation included improvements and repairs at the community theater and Ringe pool, with no values determined. Subsequently, the Firehall sewer lateral replacement project, expanded into a larger wall stabilization effort, and is expected to utilize approximately \$50,000 of those funds. However, other allocated capital projects may not be completed in this fiscal year, and could be used for the theater project, and/or more funds from reserves can be appropriated. Funding for these capital projects comes from one-time money the City receives from various sources, [e.g. the SCORE JPA annual dividends, mandated cost claim reimbursements as released by the state, and other one time sources of funds].

Approved by:   
Steve Baker, City Manager

Funding Option 2:

The Crandall account has a cash balance of \$1,865,694 as of 11/22/2013, which can be used for capital projects. That could include repair and improvements to the City's community theater. A budget appropriation of these funds for the society's theater siding repair project for \$50,000 would assist the society in meeting their competitive match requirements for the FFF grant.

Fiscal Impact: Appropriation or designation of City Capital Project funds or appropriation of Crandall Trust funds for the theater siding repair project in the amount of \$50,000. Staff is recommending use of the most restrictive funds, from the Crandall account as they satisfy the narrower requirements of eligible use and are in the spirit of the original endowment from Karl Russell Crandall.

Recommendation and Requested Action:

Appropriate \$50,000 for Community Theater Siding Improvements from the Crandall (or Capital Projects) account for matching dollars to the Red Scarf Society's Theater Siding Project in the 2013-2014 operating budget.

Yreka City Council Approval:

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David Simmon, Mayor, City of Yreka



Society for The Performing Arts

P.O. Box 1824 • Yreka, CA 96097

November 15, 2013

Yreka City Council  
701 Fourth Street  
Yreka, CA 96097

Dear Yreka City Council:

After the last Red Scarf for the Performing Arts (RSSPA) concert, Mayor David Simmen came to RSSPA and said, "we just need to get this theater siding project completed." His proposal is to ask the City for \$50,000.00. This will be in addition to the \$10,000 the City has pledged to manage the project and take the project to bid.

RSSPA has completed the community aspect of the siding campaign - \$50,000. RSSPA received \$25,575 in the community; Red Scarf contributed \$25,000; and received \$8,500 in grants for a total of \$59,075. We have applied for six grants (one grant twice) and have been approved for three grants and denied by the remainder. RSSPA believes that this is in part due to the small participation by the City, by the fact the City owns the theater and by the dollar amount of the project.

One of RSSPA mission statements is to provide for the theater. The Board of Directors of RSSPA has contributed 100% to the campaign. RSSPA feels that the theater is an important part of the community and we are very lucky to have such a great facility in our small town. This is only magnified by the great community financial support we have received to support the theater -108 donors and 3 grants. Thursday morning RSSPA will be speaking with the Ford Family Foundation. They have a grant for public convening spaces, but require that 50% of the funds be raised before applying and if the grant is approved will pay for one-third of the project.

Enclosed is a revised proposed budget. Our consultant, Charles Gillingham, contractor, believes that the project can be done for the allotted funds. The budget allows funds for prevailing wages and to receive a quality end result. The cost of materials has remained stable and the project needs to be undertaken while the economy is still a bit flat. In the bidding process it is hoped that the project can attract a contractor who has the skills and willingness to complete it within budget.

RSSPA is anticipating your support and will be at the November 21<sup>st</sup> Council meeting to answer questions.

Sincerely yours,

Joan Favero

**Revised proposed Budget for Siding Replacement**  
**Yreka Community Theater**  
 November 15, 2013

**Income:**

**Grants:**

Norris Grant	\$ 5,000.00	(received)
Scott Valley Bank Grant	\$ 1,000.00	(received)
US Bank Grant	\$ 2,500.00	(received)
Grant	\$ 41,500.00	(will apply for)

**Other income:**

Red Scarf ☐	\$ 25,000.00	1:1 match
Community	\$ 25,575.00	(received)
City of Yreka	\$ 50,000.00	(proposed)
Contribution of City - design & project mngt☐	\$ 10,000.00	(pledged)
In Kind for project ☐	\$ 2,162.00	
<b>Total income</b>	<b>\$ 162,737.00</b>	

**Expenses:**

Siding 7,835 sq ft @ \$17.20/sq. ft ☐	\$ 134,762.00
Project mgr quality control	\$ 4,475.00
Contingency 10%	\$ 13,500.00
Design & Project Mgmt (City)☐	\$ 10,000.00
<b>Total expenses</b>	<b>\$ 162,737.00</b>

☐ Red Scarf will provide funds up to \$25,000, match 1:1 from the community

☐City of Yreka will prepare plans, specs, advertising, bidding & project management

☐in kind for project - development of plan, 75.5 hours at rates based on Occupational Handbook, Bureau of Labor Statistics

☐ Elevations in sq ft of siding to be replaced

West elevation	2971
East elevation	2644
South elevation (excluding foyer)	828
North elevation	1392
<b>Total</b>	<b>7835 sq ft</b>

The \$17.20/ sq ft includes removal and disposal of existing siding, materials, equipment and labor for installation of new fiber cement board siding with a vapor barrier and painting of all new work

**City of Yreka 2013-2014  
General Capital Outlay Fund, Summary by Department within Fund**

<b>FUND</b>	<b>2011-12 Actual</b>	<b>2012-13 Cp Budget</b>	<b>2012-13 YTD</b>	<b>2013-14 Request</b>
10 GF Capital Outlay				
000 Unallocated	0.00	79,740.00	0.00	93,025.00
050 Information Technology	43,774.00	46,960.00	32,193.15	7,500.00
080 Building Maintenance-City Hall	0.00	0.00	0.00	10,000.00
200 Police	77,624.00	48,029.00	50,872.13	35,500.00
210 Fire	0.00	20,000.00	33,266.32	43,475.00
230 Animal Control	5,110.00	0.00	0.00	0.00
300 PW Administration	0.00	0.00	0.00	10,000.00
400 Parks	8,144.00	10,800.00	5,762.77	58,000.00
420 Swimming Pool	0.00	10,000.00	10,000.00	0.00
470 Community Theater	1,663.00	39,000.00	46,776.27	0.00
480 Community Center	16,108.00	5,000.00	6,111.07	0.00
<b>10 GF Capital Outlay</b>	<b>152,423.00</b>	<b>259,529.00</b>	<b>184,931.71</b>	<b>257,500.00</b>

**Projected List for One-time Capital Outlay 2013-2014**

**Unallocated Projects \$93,025**

- Ringe Pool - Roofing and repairs at the Ringe pool, costs have not been estimated.
- Community Theatre and Center- Match for the siding repair at the theatre. Cost of the match has not been estimated.
- Finance - In conjunction with Fleet Management, implementation of work scheduling on Springbrook, software support implementation consulting, and onsite training costs, \$5,000.

**Information Technology \$7,500**

- Replacement of copier at City Hall, \$7,500.

**Building Maintenance \$10,000**

- Replacement of City Maintenance Van. Equip a new van/vehicle with mobile service shop equipment, \$10,000.

**Police \$35,500**

- Vehicle \$35,500.

**PW Administration \$10,000**

- Related costs for capital grant application work, that may include professional services, \$10,000.

**Fire \$43,475**

- Use of one-time money arising from administrative and equipment support from Mutual Aid assistance for the USFS and CalFire, totaling \$43,475 in 2012-2013, for the following;  
 Replacement of large single pane windows with safety glass thermopane windows, encapsulation of flooring where present flooring contains asbestos materials. Improvements are estimated at \$28,475.  
 Lease-to-purchase used CalFire wildfire and brush engine strike team truck, \$15,000 for mutual aid calls.

**Parks \$58,000**

- Replace playground equipment, in particular slides, \$20,000.
- Greenhorn park survey, \$5,000, City's cost, or match \$3,000, in conjunction with Rotary donation of \$2,000.
- Purchase of parks mower, \$35,000. Cost of maintenance exceeding value of current equipment.



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

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To: Yreka City Council  
Prepared by: Steve Neill, Director of Public Works *SN*  
Agenda title: REVIEW AND DISCUSS THE MS4 IMPLEMENTATION PLAN FOR THE NORTH COAST REGIONAL WATER QUALITY CONTROL BOARD  
Meeting date: December 5, 2013

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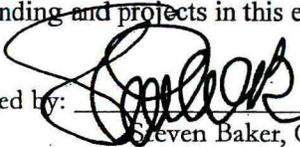
Discussion:

In April 2013, the Public Works Department advised Council that the City of Yreka was subject to new storm water regulations (Order No. 2013-0001-DWQ) adopted by the State Water Resources Control Board (SWRCB) for compliance with the National Pollutant Discharge Elimination System (NPDES) Permit. This is referred to as the General Permit for Small Municipal Separate Storm Sewer Systems (MS4's). The NPDES MS4 program is a federal mandate of the Clean Water Act and Yreka's inclusion results from water quality impairments that negatively impact the Klamath and Shasta Rivers.

Generally, the Permit requires action in the following areas:

- Program Management – to create authority and information necessary to implement, enforce, and report on local storm water management programs.
- Public Involvement and Outreach – to educate the community about reducing negative impacts on the environment, facilitate participation in the development of the local storm water program, and to encourage citizen monitoring and reporting of illicit discharges for enforcement. Education will need to include school-age children, property owners, the development community, and the City's maintenance, building, and enforcement staff.
- Illicit Discharge Enforcement – to investigate, identify, and eliminate non-storm water contributions to the MS4 (e.g. sewage discharges, paint, green waste, plastics, car washes, irrigation runoff).
- Construction Site Runoff Control – to regulate and reduce contributions of storm water pollution from construction sites.
- Post Construction Stormwater Management – to implement site design measures for projects creating or replacing more than 2500 square feet of impervious surfaces and to provide for long-term inspection and maintenance of these storm water management features.
- Operations Pollution Prevention – train staff and construction site operators to raise awareness of water quality issues, improve response capabilities, minimize use of chemical landscape applications, and implement design and maintenance practices to reduce storm water pollution throughout the range of operations.
- Effectiveness Assessment – to evaluate the effectiveness of local efforts and make improvements in the local storm water management program.

The SWRCB issued guidance for implementing this Permit, but left much to the discretion of each region. The Department of Public Works has been proactively working with the North Coast Regional Water Quality Control Board (NCRWQCB) staff on the details of implementation in Yreka. The City is subject to all of the requirements of the Permit and is ultimately responsible for any pollutants exiting the MS4 into Yreka Creek. We have negotiated an implementation plan and time schedule that acknowledges the unique conditions of our area, builds upon our existing efforts, and focuses on the most cost-effective, least-intrusive efforts first. This plan has been developed at substantially less cost than expected, with minimal use of consultants, and the City will be able to leverage current grant funding and projects in this effort.

Approved by:   
Steven Baker, City Manager

The implementation plan we have developed is summarized below. The entire DRAFT implementation plan is attached.

- We need to identify the City’s highest priority areas to perform routine maintenance of the storm drain system by the end of Year 1 (July 2014), and we may need to increase the level of maintenance in certain areas. The Public Works Department already performs routine maintenance of the storm drain system and the debris separators that were installed as a part of the Stormwater Attenuation Project in 2010. See attached pictures. We will also develop and initiate the public education and outreach program.
- By the end of Permit Year 2 (July 2015), we will:
  - (1) update the Master Plan and create a GIS map layer of the existing storm drain system. We plan to use the outreach opportunities in the Flood Hazard Reduction Grant to also provide storm water and water conservation messages to the community. The \$5 million Flood Hazard Reduction grant includes tasks to comprehensively update the Yreka Creek Master Plan and digitally map the storm drain system, including all the outfalls to the creeks. This will ensure the existing stream and watershed restoration goals also address community storm water issues and will incorporate the Yreka Creek Committee into the public outreach and education efforts.
  - (2) start training our staff in storm water concerns, evaluating our municipal landscape practices to reduce the use of water and chemical applications, and creating procedures for incorporating these issues into regular operations. We have started collecting examples of other storm water ordinances to begin an update of the Yreka Municipal Code. We anticipate needing to address a range of topics such as site development and plan submittal requirements, spill investigation and enforcement, drainage modification, and site landscaping.
- By the end of Permit Year 3 (July 2016), we need to comprehensively update the Municipal Code to ensure we have the authority to enforce the stormwater regulations, avoid violations of the State Water Code, and also prepare for extensive training of staff for operations, spill response, and development plan review.
- Permit Year 4 will focus on outreach and training with the development community and initiating a site inspection program.
- Permit Year 5 will focus on evaluating our efforts to date and developing ways to increase the effectiveness of our storm water program.

**Fiscal Impact:** The fiscal impact for the remainder of this fiscal year, ending June 30, 2014, is estimated to be \$22,000. There is currently \$30,000 in this year’s budget.

The estimated costs based on the implementation tasks are summarized below by year. Some aspects are unknown and will depend on the level of activity (i.e. spills and enforcement response). It is impossible at this time to estimate the costs that will be borne by the regulated community (i.e. violators, site developers).

Permit Year	Estimated Cost per year	Non-recurring costs per year	Total per Year	Comments
1: FY 2013/14	\$12,000	\$10,000	\$22,000	Includes \$7000 paid by grant funds (FHR) and \$5000 in permit fees.
2: FY 2014/15	\$18,500	\$14,000	\$32,500	Estimate includes development of plans, inventories, and procedures. \$6000 permit fees
3: FY 2015/16	\$29,500	\$1,700	\$31,200	Includes substantial outreach and training meetings and update of the municipal code.
4: FY 2016/17	\$32,500	\$1,600	\$34,100	Plus approximately \$3,600 per spill response
5: FY 2017/18	\$36,500	\$1,000	\$37,500	
<b>TOTAL ESTIMATED COSTS</b>			<b>\$30,000 - 36,000 per year</b>	

**Recommendation and Requested Action:**

That the Council: Review and discuss the MS4 implementation plan for the North Coast Regional Water Quality Control Board. Staff recommends that the implementation plan be presented to the City Council at its meeting on December 19, 2013 for formal action.

*attachments*

Yreka's storm drain separators (and the detention basins) are not considered to be "Low Impact Development" even though they do help improve water quality in Yreka Creek.

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**City of Yreka**  
**Phase II- MS4 Permit Implementation Plan, 2013-2014**

<b>YEAR 1</b>			
		<b>Implementation Plan</b>	<b>Status</b>
<b>E.16 ANNUAL REPORTING PROGRAM</b>			
E.16.a	Use SMARTS to report and certify	Annually.	Certified 6-28-13
E.16.b	Complete and retain annual reports and make available to RWQCB during working hours	Annually.	
E.16.c	Submit detailed written or oral report to RWQCB if directed.	Not requested.	
E.16.d	May coordinate reporting if regional programs	No other agencies in Siskiyou County	
<b>E.7.a Public Education and Outreach</b>			
E.7.a	(a) Develop and implement comprehensive education and outreach program	Participate in North Coast Stormwater Coalition (NCSC) for outreach messages appropriate to North Coast Regional Water Board area.	Work with other NCSC members on written agreement. Draft completed by January 1, 2014. Final document by May 1, 2014.
E.7.a	(c) Develop specific stormwater message	NCSC has provided many ocean-friendly templates.	City has some material available for use. Update messages for creeks and inland waterways.
E.7.a	(e) Utilize public input in developing outreach program	Partner with Yreka Creek Committee for outreach and input.	Yreka Creek Committee already actively advises City on creek-related issues.
E.7.a	(f) Distribute educational materials	Use available forums to distribute with water efficiency messages i.e. website, Yreka Creek Committee, FHR community meetings, etc.	Discussions underway with Water Efficiency Coordinator to coordinate efforts. Storm Drain page created on website, 11-2013. <a href="http://ci.yreka.ca.us/utilities/storm-drains">http://ci.yreka.ca.us/utilities/storm-drains</a>
E.7.a	(g) Provide water efficient/ stormwater friendly landscaping information	Water Efficient landscaping information available helps homeowners reduce runoff.	Materials posted to website. <a href="http://ci.yreka.ca.us/utilities/water-efficiency">http://ci.yreka.ca.us/utilities/water-efficiency</a>
E.7.a	(i) Provide pesticide/fertilizer application information	Water Efficient landscaping information helps homeowners also reduce chemical applications.	<a href="http://ci.yreka.ca.us/utilities/water-efficiency">http://ci.yreka.ca.us/utilities/water-efficiency</a>
E.7.a	(k,l,m) Develop messaging to reduce discharges from organized car washes, mobile cleaning and pressure washing	Start with educational messages to raise awareness.	City has some material available for use. Purchase 2 clean drain kits for charity checkout.
<b>E.8 Public Involvement and Participation Program</b>			
E.8	(a) Develop Public Involvement strategy	Use Yreka Creek Master Plan as all-inclusive watershed reference. Solicit input and conduct outreach during plan development for FHR project.	FHR contracts are in development (Dec 2013).
E.8	(b) Consider Citizen Advisory Group	Partner with Yreka Creek Committee for outreach and input.	Yreka Creek Committee already actively advises City on creek-related issues.
E.8	(c) Create Involvement Opportunities	Conduct outreach during plan development for FHR project.	Yreka Creek Committee already actively advises City on creek-related issues.

City of Yreka

Phase II- MS4 Permit Implementation Plan, 2013-2014

E.9 Illicit Discharge Detection and Elimination			
E.9.a	Create and maintain accurate outfall map including a site visit to each outfall	Yreka Creek Master Plan update will map outfalls and create a GIS layer of the storm drain system.	FHR contracts are in development (Dec 2013).
E.9.c	Sample any flowing outfalls while conducting E.9.a	Sample any unknown flow sources to help identify potential sources.	FHR contracts are in development (Dec 2013).
E.10. Construction Site Storm Water Runoff Control			
E.10.a	Construction Site Inventory	Start with education to raise awareness. Incorporate in municipal code update.	10-year history of construction activity compiled by Building Dept. and provided to NCRWCB, 9-2013.
E.10.a	Create inventory of all projects subject to local stormwater ordinance	Details regarding impervious area to be added to next permit update.	NCRWQCB agrees that this is a modest priority action based on 10-yr history provided.
E.11 Pollution Prevention and Good housekeeping for Permittee Operations Program			
E.11.g	Inspect storm drain systems based on assigned priorities. Inspect high priority catch basins annually.	Storm drains are inspected annually and cleaned as needed.	Annually.
E.11.g	Clean high priority storm drains	Debris separator is cleaned semi-annually.	Bi-annually.
E.11.g	Develop procedure to dispose of waste materials removed from catch basins	Material is disposed of by composting or at landfill.	Complete.
E.11.i	Develop and implement process for incorporating water quality and habitat enhancement into new and rehabilitated flood management projects	Use Yreka Creek Master Plan as all-inclusive watershed reference.	FHR contracts are in development (Dec 2013).
E.11.j	Proper disposal of unused chemicals	Careful purchasing is employed to minimize unused chemicals.	Complete.
E.13 WATER QUALITY MONITORING			
E.13.b.	TMDL Monitoring - MS4s w TMDLs must comply with Attachment G and consult with Regional Board within 1 year of effective date to determine monitoring requirements and schedule. And shall implement TMDL monitoring as specified by RB Executive Officer	No additional monitoring requested at this time.	No additional monitoring required.
E.15 TOTAL MAXIMUM DAILY LOADS COMPLIANCE			
E.15.a	Comply with all approved TMDLs (Attachment G)	Sediment and Temperature are primary impairments in Shasta River.	Implementation of MS4 permit complies with TMDL.
E.15.b	Waste load allocations are incorporated herein by reference as enforceable parts of this Order	Sediment and Temperature are primary impairments.	Implementation of MS4 permit complies with WLA's in TMDL.
E.15.c	Regional Board reviews TMDLs within one year of effective date and may propose modifications to requirements		
E.15.d	Report status of implementation via SMARTS	Annually.	Pending approval of Implementation Plan by City Council.
E.15.e	Comply with Clean Water Act Sections 303d,306b and 314	Implementation of MS4 permit complies with TMDL.	

City of Yreka

Phase II- MS4 Permit Implementation Plan, 2013-2014

YEAR 2			
<b>E.6 Program Management Element</b>			
E.6.a	Legal Authority (update or create ordinance)	Samples of other cities ordinances being collected. Analyze Municipal code for gaps and dis-incentives.	
E.6.c	Enforcement Response Plan	Collect examples from other agencies to develop a Plan. Incorporate authority into Municipal Code update.	
<b>E.7.a Public Education and Outreach</b>			
E.7.a	(b)Conduct surveys 2x during permit term	Survey staff and public to gauge level of awareness.	
<b>E.7.b. Staff and Site Operator Training</b>			
E.7.b.	Staff and Site Operator Training	Conduct training.	
E.7.b.3	Pollution Prevention and Good Housekeeping Staff Training	Conduct training.	
<b>E.9 Illicit Discharge Detection and Elimination</b>			
E.9.b	Create inventory of all industrial/commercial facilities and update annually	Included in construction activity report compiled by Building Dept.	
E.9.c	Conduct follow up investigation within 72 hours if action levels exceeded	Incorporate into Enforcement Response Plan & Municipal Code.	
E.9.e	Develop Spill Response Plan	Utilize existing spill response plans from Fire Dept. and County and incorporate reported spills into tracking.	
<b>E.11 Pollution Prevention and Good housekeeping for Permittee Operations Program</b>			
E.11.a	Develop and maintain inventory of all permittee owned or operated facilities that are a potential threat to water quality	Expect limited applicability in Yreka. Few city-owned sites have direct outlets to Yreka Creek.	
E.11.b	Develop a map of inventoried facilities	Yreka Creek Master Plan update will map outfalls and create a GIS layer of the storm drain system. Staff will add City-owned facilities to GIS.	FHR contracts are in development (Dec 2013).
E.11.f	Storm Drain System Assessment and Prioritization		
E.11.f	Implement procedures to assess and prioritize maintenance of storm drain system infrastructure. Assign a priority to each facility based on accumulation of sediment, trash and/or debris	Storm drains are inspected annually on a priority basis.	In progress.
E.11.j	Implement a landscape design and maintenance program to reduce the amount of water, pesticides and fertilizers used by Permittees.	Water meters installed in all parks to reduce water use and runoff.	Chipping mulch used to reduce chemical and water applications.
E.11.j	Evaluate use of pesticides, herbicides and	Pesticides have been changed	Significant reductions have already been

City of Yreka

Phase II- MS4 Permit Implementation Plan, 2013-2014

	fertilizers	to water-friendly varieties.	incorporated into operations.
E.11.j	Implement best practices to reduce pesticides and fertilizers		Chipping mulch used to reduce chemical and water applications.
E.11.j	Evapo-based irrigation and rain sensors	Water meters installed in all parks to reduce water use and runoff.	
E.11.j	Record amount of chemical usage	Pesticide use is recorded in accordance with site applicator license.	In progress.
<b>E.12 POST CONSTRUCTION STORMWATER MANAGEMENT PROGRAM</b>			
E.12.j	Conduct an analysis of the landscape code to correct gaps hindering post construction requirements		
<b>YEAR 3</b>			
<b>E.6 Program Management Element</b>			
E.6.b	Certification of Legal Authority	Complete Municipal Code update to ensure authority to enforce stormwater regulations.	
<b>E.7.b. Staff and Site Operator Training</b>			
E.7.b.1	Illicit Discharge Detection and Elimination Training	Conduct training.	
E.7.b.2	Construction Outreach and Education	Conduct outreach	
E.7.b.2	(a) Annual Permittee Staff Training	Conduct training	
<b>E.8 Public Involvement and Participation Program</b>			
E.8	(d) Ensure public can access info about program	Post to website, conduct outreach, distribute at available forums.	
<b>E.9 Illicit Discharge Detection and Elimination</b>			
E.9.d	Develop written procedures for investigations and corrective actions	Incorporate in municipal code update.	
<b>E.10. Construction Site Storm Water Runoff Control</b>			
E.10.b	Develop procedures to review and approve construction plan documents (i.e., erosion and sediment control plans)	Modest priority based on history. Incorporate in municipal code update.	Sites greater than 1 acre are subject to SWPPP requirements through Construction General Permit.
<b>E.11 Pollution Prevention and Good housekeeping for Permittee Operations Program</b>			
E.11.c	Conduct comprehensive annual assessment and identify subset of facilities that could be considered hotspots	Expect limited applicability in Yreka. Few city-owned sites have direct outlets to Yreka Creek.	
E.11.c	Document comprehensive assessment procedures and results.		
E.11.g	Label catch basins	Work with Yreka Creek Committee and school groups to label inlet drains.	
E.11.g	Maintain surface drainage structures	Regular maintenance and street sweeping is performed.	In progress. Consider increase in sweeping frequency.
E.11.h	Develop program to assess O&M	Expect limited applicability in	

City of Yreka

Phase II- MS4 Permit Implementation Plan, 2013-2014

	activities for potential to discharge pollutants and inspect all O&M BMPs quarterly	Yreka. Few city operations outlet to Yreka Creek.	
E.11.i	Incorporation of Water Quality and Habitat Enhancement Features in Flood Management Facilities	Use Yreka Creek Master Plan as all-inclusive watershed reference.	FHR contracts are in development (Dec 2013).
<b>E.12 POST CONSTRUCTION STORMWATER MANAGEMENT PROGRAM</b>			
E.12.a	Regulate development to comply with the following sections, E.12.b through E.12.l	Incorporate in municipal code update.	
E.12.b	Require implementation of site design measures on projects that create or replace 2,500-5,000 SF impervious area (incl single family homes)	Incorporate in municipal code update.	Encouraging new developments to consider LID practices in advance of adoption of requirements.
E.12.c	Implement standards on projects that create or replace >5,000 SF impervious area, aka Regulated Projects	Incorporate in municipal code update.	Encouraging new developments to consider LID practices in advance of adoption of requirements.
E.12.d	Source Control Measures - Regulated Projects shall implement source control measures	Incorporate in municipal code update.	
E.12.e	LID Standards - all Regulated Projects shall implement LID standards to treat storm water and provide baseline hydromod mgmt to meet numeric sizing criteria under E.12.e(ii)c	Incorporate in municipal code update.	Encouraging new developments to consider LID practices in advance of municipal code update.
E.12.g	Develop or modify enforceable mechanisms to implement E.12.b - E.12.f	Incorporate in municipal code update.	
E.12.h	Implement an O&M verification program for stormwater treatment and baseline hydromod (defined in E.12.e.ii.f) on all regulated projects	Incorporate in municipal code update.	
E.12.j	Complete any changes to landscape code to administer post-construction reqmts	Incorporate in municipal code update.	
<b>YEAR 4</b>			
<b>E.7.a Public Education and Outreach</b>			
E.7.a	(d)Disseminate education materials to target audiences and translate as appropriate		
E.7.a	(h)Promote reporting of illicit discharges		
<b>E.7.b. Staff and Site Operator Training</b>			
E.7.b.2	(b) Construction Site Operator Education	Conduct training	
E.7.b.3	Biennial employee training	Conduct training	
<b>E.9 Illicit Discharge Detection and Elimination</b>			
E.9.d	Assess priority areas once during permit term		
E.9.d	Once source of discharge is identified, require responsible party to correct within 72 hours of notification and verify with follow-up investigation	Incorporate authority in Spill Enforcement Plan and municipal code.	

City of Yreka

Phase II- MS4 Permit Implementation Plan, 2013-2014

E.9.b	Conduct follow up investigation within 72 hours if action levels exceeded		
<b>E.10. Construction Site Storm Water Runoff Control</b>			
E.10.c	Inspect construction sites	Conduct inspections	
<b>E.11 Pollution Prevention and Good housekeeping for Permittee Operations Program</b>			
E.11.d	Develop Stormwater Pollution Prevention Plans (SWPPPs) for hotspots	Expect limited applicability in Yreka. Few city-owned sites have direct outlets to Yreka Creek.	
<b>E.12 POST CONSTRUCTION STORMWATER MANAGEMENT PROGRAM</b>			
E.12.i	Hydromodification Management	Development is currently required to match pre and post runoff flows.	Onsite detention of 10-year storm flow is required. Consider increasing to 25 year flow detention.
E.12.i	Post-Construction BMP Condition Assessment	Incorporate in municipal code update.	
E.12.f	Inventory and assess the maintenance condition of structural post-construction BMPs within permittees jurisdiction	Incorporate in municipal code update.	
<b>YEAR 5</b>			
<b>E.7.a Public Education and Outreach</b>			
E.7.a	(j)Provide materials to school children	Develop outreach partnerships and conduct education.	
<b>E.8 Public Involvement and Participation Program</b>			
E.8	(f) Engage in IRWMP or equivalent	IRWMP participation evaluated.	Participating in other networks is more valuable at this time. Travel costs and limited staff resources indicate that this is not a high priority at this time. Reevaluate IRWMP at later date for feasible opportunities to participate.
<b>E.9 Illicit Discharge Detection and Elimination</b>			
E.9.c	Field Sampling to Detect Illicit Discharges	As reported.	
E.9.c	Annually sample priority area outfalls determined in E.9.a.		
<b>E.11 Pollution Prevention and Good housekeeping for Permittee Operations Program</b>			
E.11.e	Inspections, Visual Monitoring and Remedial Action	Expect limited applicability in Yreka.	
E.11.e	Quarterly visual inspection of hotspots	Expect limited applicability in Yreka.	
E.11.e	Annual comprehensive hotspot inspection	Expect limited applicability in Yreka.	
E.11.e	Quarterly hotspot visual observation of storm water and non-stormwater discharges		

City of Yreka

Phase II- MS4 Permit Implementation Plan, 2013-2014

E.11.e	Non-Hotspots - Inspect each inventoried facility that is not a hotspot once during permit		
<b>E.12 POST CONSTRUCTION STORMWATER MANAGEMENT PROGRAM</b>			
E.12.c	Road and Utility Projects creating 5,000 sf or more that are public or fall under planning authority of a city shall comply with LID except 85th % can follow EPA Guidance on green infrastructure	Limited applicability in Yreka. City is mostly built-out.	
E.12.j	Conduct review using an existing guide such as Municipal Regulatory Update Assistance Program	Incorporate authority in municipal code update.	
E.12.k	Post Construction Storm Water Management Requirements Based on Assessment and Maintenance of Watershed Processes	Incorporate authority in municipal code update.	
<b>E.14 PROGRAM EFFECTIVENESS ASSESSMENT</b>			
E.14.a	Submit Program Effectiveness Assessment and Improvement Plan (PEAIP)	Conduct assessment, compile results/observations, review with Yreka Creek Committee.	
E.14.b	Identify and summarize BMP and/or program modifications identified in priority program areas that will be made in the next permit term		

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