

YREKA CITY COUNCIL
AGENDA

March 20, 2014 – 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

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 March 6, 2014.
 - b. Approval/ratification of payments issued from March 7, through March 20, 2014.
 - c. Acknowledge receipt of General Plan Housing Element 2013 Annual Report.
 - d. Adopt Resolution extending the suspension of Section 13.76.010 of the Yreka Municipal Code, allowing installation of Banners on Fairlane Road.
 - e. Adopt Resolution Recognizing the City of Yreka's 2014 Contribution to Employees Healthcare Costs through the IRS Section 125 Cafeteria Plan.
2. Discussion/Possible Action - Adopt Resolution approving requests associated with Yreka Chamber of Commerce Special Events known as the Yreka Gold Rush Days to be held on June 14, 2014 and the Old Time Bluegrass Jubilee to be held on August 29, 2014.
3. Discussion/Possible Action – Approve a Consultant Agreement with Tom Hesseldenz and Associates for High Resolution Aerial Imagery.

PROCLAMATION – Mayor Simmen

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.

Adjournment.

In compliance with the requirements of the Brown Act, notice of this meeting has been posted in a public accessible place, 72 hours in advance of the meeting. All documents produced by the City which are related to an open session agenda item and distributed to the City Council are made available for public inspection in the City Clerk's Office during normal business hours.

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

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
YREKA HELD IN SAID CITY ON MARCH 6, 2014

On the 6th day of March 2014, 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, Rory McNeil, John Mercier and David Simmen. Absent – Bryan Foster.

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

- a. Approval of Minutes of the meeting held February 20, 2014.
- b. Approval/ratification of payments issued from February 21 through March 6, 2014.

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

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

Mayor Simmen thereupon declared the motion carried.

Adopt Resolution approving execution of Memorandum of Understanding signed by the Yreka City Employees Association.

Following Council discussion, Councilmember McNeil moved to adopt the Resolution approving execution of Memorandum of Understanding signed by the Yreka City Employees Association.

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

Mayor Simmen thereupon declared the motion carried.

Approve Agreement for Services between the City of Yreka and Springbrook for Web-Based Payment Inquiry and Processing and Authorize the City Manager to execute the necessary agreements for Web-based payments.

Following Council discussion, Councilmember Bicego moved to approve the Agreement for Services between the City of Yreka and Springbrook for Web-Based Payment Inquiry and Processing and Authorize the City Manager to execute the necessary agreements for Web-based payments.

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

Mayor Simmen thereupon declared the motion carried.

Approval of appointments to the Yreka Volunteer Fire Department:

- a. Kenneth Burnside
- b. Jennifer Johnson

Following Council discussion, Councilmember Bicego moved to approve the appointment of Kenneth Burnside and Jennifer Johnson to the Yreka Volunteer Fire Department.

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

Mayor Simmen thereupon declared the motion carried.

Council Member Bicego announced his recusal, stating that he has a conflict by reason of his membership relationship with the Yreka Volunteer Fire Department and therefore recused himself and left the Council Chamber.

Fire Department Apparatus Purchase and Financing:

- a. Approve the proposal to prepay the 6/1/2007 10-year Sovereign Bank Fire Apparatus Lease Agreement with the City of Yreka.
- b. - Staff Report on Financing on Fire Apparatus.
- Staff Report on Acquisition of Fire Apparatus.
Adopt Resolution authorizing acquisition of equipment and execution of all necessary documents for acquiring and financing of equipment for the Yreka Volunteer Fire Department.

Following Council discussion, Councilmember McNeil moved to approve the proposal to prepay the 6/1/2007 10-year Sovereign Bank Fire Apparatus Lease Agreement and to Adopt the Resolution authorizing acquisition of equipment and execution of all necessary documents for acquiring and financing of equipment for the Yreka Volunteer Fire Department, as submitted.

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

Mayor Simmen thereupon declared the motion carried. Council Member Bicego returned to his seat at the Council Table.

Acceptance of Treasurer's Report and Operating Budget of Revenue and Expenditures with Actual for the Month of January 2014.

Following Council discussion, Councilmember Mercier moved to accept the Treasurer's Report and Operating Budget of Revenue and Expenditures with Actual for the month of January 2014.

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

Mayor Simmen thereupon declared the motion carried.

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 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 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 March 20, 2014

Elizabeth E. Casson, City Clerk

Accounts Payable

Manual Check Proof List

User: lysandra
 Printed: 03/12/2014 - 4:41PM



Invoice No	Amount	Payment Date	Description	Check Number	Date	Acct Number	reference
Vendor: 1323	SOVEREIGN BANK						
				488	03/12/2014		
03/12/14	419,635.61	03/12/2014	PREPAY LEASE AGREEMENT			30-210-0000-740-000	
03/12/14	725.45	03/12/2014	PREPAY LEASE AGREEMENT			30-210-0000-745-000	
Total for Check	420,361.06						
Total for 1323	420,361.06						
Total Checks:		420,361.06					

A handwritten signature or initials in black ink, located in the bottom left corner of the page.

Accounts Payable

Void Check Proof List

User: lysandra
 Printed: 03/12/2014 - 2:58PM



Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task	Type	PONumber	Close PO?	Line Item
Vendor: 1094	CPOA									
Check No: 102067	Check Date: 12/20/2013									
	360.00	2681372	11/20/2013	INV 2681372				0000004668		1
01-200-0000-511-000										
Check Total:	360.00									
Vendor Total:	360.00									
Report Total:	360.00									

P

Accounts Payable

Computer Check Proof List by Vendor

User: lysandra
 Printed: 03/13/2014 - 12:57PM
 Batch: 00004.03.2014



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1205 61196	3T EQUIPMENT CO INC INV 61196	147.94	03/21/2014	Check Sequence: 1 80-550-0000-416-010	ACH Enabled: False
	Check Total:	147.94			
Vendor: 6021 1401537 1401565 1401653 1401679 1401682 1401683 1401722 1401928	BASIC LABORATORY INC INV 1401537 INV 1401565 INV 1401653 INV 1401679 INV 1401682 INV 1401683 INV 1401722 INV 1401928	135.40 96.00 135.40 249.00 996.00 747.00 96.00 135.40	03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014	Check Sequence: 2 80-560-0000-416-001 70-500-0000-420-006 80-560-0000-416-001 80-560-0000-416-001 80-560-0000-416-001 80-560-0000-416-001 70-500-0000-420-006 80-560-0000-416-001	ACH Enabled: False
	Check Total:	2,590.20			
Vendor: 1023 3011217 2/14	BAXTER AUTO PARTS ACCT 3011217 2/14	6.04	03/21/2014	Check Sequence: 3 01-370-0000-520-000	ACH Enabled: False
	Check Total:	6.04			
Vendor: 1423 1739 1740 1743	ALICE BRANDON INV 1739 INV 1740 INV 1743	42.50 55.00 30.00	03/21/2014 03/21/2014 03/21/2014	Check Sequence: 4 70-500-0000-420-006 80-560-0000-416-001 24-320-0000-450-001	ACH Enabled: False
	Check Total:	127.50			
Vendor: 1049 G1_2014-0273	CA URBAN WATER CONSERVATION COUN INV G1_2014-0273	2,471.07	03/21/2014	Check Sequence: 5 70-520-0000-535-001	ACH Enabled: False
	Check Total:	2,471.07			

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Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1906 3436	STEVE CHEFFEY INV 3436	45.00	03/21/2014	Check Sequence: 6 70-510-0000-420-000	ACH Enabled: False
	Check Total:	45.00			
Vendor: 1068 22521	CL POPE CO INV 22521	262.84	03/21/2014	Check Sequence: 7 80-550-0000-420-003	ACH Enabled: False
	Check Total:	262.84			
Vendor: 1116 1969358 1973564	DRY CREEK LANDFILL INC INV 1969358 INV 1973564	2,126.16 1,453.68	03/21/2014 03/21/2014	Check Sequence: 8 80-560-0000-420-006 80-560-0000-420-006	ACH Enabled: False
	Check Total:	3,579.84			
Vendor: 1902 166279	G & G HARDWARE (WWTP) INV 166279	34.39	03/21/2014	Check Sequence: 9 80-560-0000-420-003	ACH Enabled: False
	Check Total:	34.39			
Vendor: 1234 2402099	GEOCON CONSULTANTS INC INV 2402099	3,000.00	03/21/2014	Check Sequence: 10 11-200-0911-525-000	ACH Enabled: False
	Check Total:	3,000.00			
Vendor: 2024 7600	GERARD PELLETIER TRANSFER (FLEET) INV 7600 ACCT 45	18.00	03/21/2014	Check Sequence: 11 01-350-0000-416-001	ACH Enabled: False
	Check Total:	18.00			
Vendor: 1015 I3570262 I3570736	HD FOWLER CO INV I3570262 INV I3570736	115.00 95.00	03/21/2014 03/21/2014	Check Sequence: 12 80-550-0000-420-002 80-550-0000-420-002	ACH Enabled: False
	Check Total:	210.00			
Vendor: 2142 03/21/14	DOHN HENION MARCH 2014 (2)	1,250.00	03/21/2014	Check Sequence: 13 01-040-0000-525-001	ACH Enabled: False
	Check Total:	1,250.00			
Vendor: 2154 5469 2/14	JEFFERSON STATE AUTO SUPPLY ACCT 5469 2/14	19.00	03/21/2014	Check Sequence: 14 70-510-0000-422-000	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	19.00			
Vendor: 1406 3873	KUBWATER RESOURCES INV 3873	5,365.62	03/21/2014	Check Sequence: 15 80-560-0000-416-004	ACH Enabled: False
	Check Total:	5,365.62			
Vendor: 1825 431840RI	MCCROMETER INC INV RI431840	2,987.43	03/21/2014	Check Sequence: 16 70-510-0000-450-042	ACH Enabled: False
	Check Total:	2,987.43			
Vendor: 1203 74464776 74622649	MCMaster-CARR INV 74464776 CM 74622649	54.33 -26.85	03/21/2014 03/21/2014	Check Sequence: 17 70-510-0000-450-047 70-510-0000-450-047	ACH Enabled: False
	Check Total:	27.48			
Vendor: 13Y6401 727900 728973	MEEK'S (FALL CREEK) INV 727900 INV 728973	50.01 8.37	03/21/2014 03/21/2014	Check Sequence: 18 70-510-0000-420-000 70-510-0000-420-000	ACH Enabled: False
	Check Total:	58.38			
Vendor: 13Y6403 726978 727958 728557 728650 728779 729425 729425 729425 729425 729425 729478	MEEK'S (PUBLIC WORKS) INV 726978 INV 727958 INV 728557 INV 728650 INV 728779 INV 729425 INV 729425 INV 729425 INV 729425 INV 729425 INV 729478	4.24 8.90 29.18 18.26 18.26 58.05 58.05 58.05 58.05 58.05 24.45	03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014	Check Sequence: 19 24-320-0000-520-000 24-320-0000-520-000 20-312-0000-650-000 01-010-0000-521-000 01-480-0000-521-000 01-400-0000-422-000 24-320-0000-422-000 20-310-0000-422-000 70-500-0000-422-000 80-550-0000-422-000 01-210-0000-521-000	ACH Enabled: False
	Check Total:	393.54			
Vendor: 13Y6404 728506	MEEK'S (WWTP) INV 728506	17.16	03/21/2014	Check Sequence: 20 80-560-0000-420-003	ACH Enabled: False
	Check Total:	17.16			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1212	MT SHASTA SPRING WATER			Check Sequence: 21	ACH Enabled: False
336508	INV 336508	45.00	03/21/2014	80-560-0000-420-003	
	Check Total:	45.00			
Vendor: 1223	NORTH COAST ELECTRIC COMPANY			Check Sequence: 22	ACH Enabled: False
S5490360.001	INV S5490360.001	11.83	03/21/2014	01-400-0000-416-000	
S5490360.002	INV S5490360.002	779.38	03/21/2014	01-400-0000-416-000	
	Check Total:	791.21			
Vendor: 16030	PACIFIC POWER			Check Sequence: 23	ACH Enabled: False
56810019 2/14	62665681-001 9 2/14	89.39	03/21/2014	70-520-0000-518-001	
56810027 2/14	62665681-002 7 2/14	368.07	03/21/2014	01-400-0000-518-001	
56810043 2/14	62665681-004 3 2/14	24.58	03/21/2014	01-090-0000-518-001	
56810050 2/14	62665681-005 0 2/14	792.26	03/21/2014	01-370-0000-518-001	
56810068 2/14	62665681-006 8 2/14	776.94	03/21/2014	70-510-0000-518-001	
56810076 2/14	62665681-007 6 2/14	6,324.58	03/21/2014	20-312-0000-418-001	
56810100 2/14	62665681-010 0 2/14	925.28	03/21/2014	70-510-0000-518-001	
56810118 2/14	62665681-011 8 2/14	1,027.50	03/21/2014	01-210-0000-518-001	
56810142 2/14	62665681-014 2 2/14	9.90	03/21/2014	01-400-0000-518-001	
56810217 2/14	62665681-021 7 2/14	725.99	03/21/2014	01-230-0000-518-001	
56810233 2/14	62665681-023 3 2/14	707.25	03/21/2014	01-350-0000-518-001	
56810258 2/14	62665681-025 8 2/14	10,065.89	03/21/2014	80-560-0000-518-001	
56810324 2/14	62665681-032 4 2/14	859.41	03/21/2014	01-470-0000-518-001	
56810332 2/14	62665681-033 2 2/14	792.15	03/21/2014	01-480-0000-518-001	
56810340 2/14	62665681-034 0 2/14	21.58	03/21/2014	80-560-0000-518-001	
56810415 2/14	62665681-041 5 2/14	1,110.48	03/21/2014	01-020-0000-518-001	
56810506 2/14	62665681-050 6 2/14	228.37	03/21/2014	80-550-0000-518-001	
56810514 2/14	62665681-051 4 2/14	107.73	03/21/2014	01-420-0000-518-001	
56810514 2/14	62665681-051 4 2/14	34.43	03/21/2014	20-312-0000-418-001	
56810654 2/14	62665681-065 4 2/14	155.83	03/21/2014	01-400-0000-518-001	
	Check Total:	25,147.61			
Vendor: 1877	PARAMOUNT SUPPLY CO			Check Sequence: 24	ACH Enabled: False
857701	INV 857701	803.65	03/21/2014	70-510-0000-420-004	
	Check Total:	803.65			
Vendor: 1253	PERFECTION CLEANING INC			Check Sequence: 25	ACH Enabled: False
03/21/14	YPD FLOORS	400.00	03/21/2014	01-200-0000-526-001	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	400.00			
Vendor: 1894 03/21/14	KEN POLI REIMBURSE SUPPLIES	33.31	03/21/2014	Check Sequence: 26 01-470-0000-520-000	ACH Enabled: False
	Check Total:	33.31			
Vendor: 2219 878127	PAUL RICKEY INV 878127	440.60	03/21/2014	Check Sequence: 27 10-400-0000-650-000	ACH Enabled: False
	Check Total:	440.60			
Vendor: 1288 127547 2014 127548 2014 127683 2014 127688 2014 660093 2014	SC COMMUNITY DEVELOPMENT ACCT 127547 2014 ACCT 127548 2014 ACCT 127683 2014 ACCT 127688 2014 ACCT 660093 2014	281.00 316.00 281.00 316.00 191.00	03/21/2014 03/21/2014 03/21/2014 03/21/2014 03/21/2014	Check Sequence: 28 70-510-0000-535-000 01-350-0000-535-000 70-510-0000-535-000 80-560-0000-535-000 70-510-0000-535-000	ACH Enabled: False
	Check Total:	1,385.00			
Vendor: 1525 14-37437	SCOTT RIVER PUMP & IRRIGATION INC INV 14-37437	10,256.57	03/21/2014	Check Sequence: 29 70-510-0000-450-047	ACH Enabled: False
	Check Total:	10,256.57			
Vendor: 19100 1109529 3/14 7180 7182 7183	SISKIYOU DAILY NEWS ACCT 1109529 3/14 INV 34049 NEWS #7180 NEWS #7182 NEWS #7183	26.69 30.50 128.25 60.25	03/21/2014 03/21/2014 03/21/2014 03/21/2014	Check Sequence: 30 01-020-0000-519-000 70-500-0000-525-003 01-060-0000-525-006 01-060-0000-519-000	ACH Enabled: False
	Check Total:	245.69			
Vendor: 19102 325042 325670	SISKIYOU DISTRIBUTING INV 325042 INV 325670	53.75 86.43	03/21/2014 03/21/2014	Check Sequence: 31 80-560-0000-420-003 80-550-0000-420-003	ACH Enabled: False
	Check Total:	140.18			
Vendor: 1314 11550	SISKIYOU OPPORTUNITY CENTER INV 11550	280.72	03/21/2014	Check Sequence: 32 70-030-0000-526-000	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	280.72			
Vendor: 1338	SVM PLUMBING			Check Sequence: 33	ACH Enabled: False
24439 FINAL	INV 24439 FINAL RETENTION	780.00	03/21/2014	10-210-0000-620-000	
24743	INV 24743	309.00	03/21/2014	80-550-0000-421-005	
	Check Total:	1,089.00			
Vendor: 2100	SYNETCOM DIGITAL INC			Check Sequence: 34	ACH Enabled: False
YREKAINV14-1	INV YREKAINV 14-1	3,480.59	03/21/2014	70-510-0000-420-001	
	Check Total:	3,480.59			
Vendor: 1349	UNDERGROUND SERVICE ALERT			Check Sequence: 35	ACH Enabled: False
14020017	INV 14020017	58.50	03/21/2014	70-500-0000-416-000	
14020017	INV 14020017	58.50	03/21/2014	80-550-0000-416-000	
	Check Total:	117.00			
Vendor: 1221	UNIMEASURE INC			Check Sequence: 36	ACH Enabled: False
449804	INV 449804	550.00	03/21/2014	70-500-0000-420-002	
	Check Total:	550.00			
Vendor: 21027	UNITED PARCEL SERVICE			Check Sequence: 37	ACH Enabled: False
84V993094	INV 84V993094	12.64	03/21/2014	80-560-0000-420-003	
	Check Total:	12.64			
Vendor: 1353	USA BLUE BOOK			Check Sequence: 38	ACH Enabled: False
279902	INV 279902	593.51	03/21/2014	80-560-0000-420-003	
	Check Total:	593.51			
Vendor: 23008	WAL-MART COMMUNITY			Check Sequence: 39	ACH Enabled: False
003387	INV 003387	16.09	03/21/2014	80-560-0000-420-003	
003929	INV 003929	25.67	03/21/2014	01-350-0000-515-000	
003929	INV 003929	10.71	03/21/2014	01-350-0000-517-000	
008553	INV 008553	39.77	03/21/2014	70-510-0000-420-000	
	Check Total:	92.24			
Vendor: 25005	YREKA AUTO PARTS			Check Sequence: 40	ACH Enabled: False
1415 2/14	ACCT 1415 2/14	36.83	03/21/2014	70-510-0000-420-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	36.83			
Vendor: 1375	YREKA FIRE DEPT			Check Sequence: 41	ACH Enabled: False
03/10/14	FEBRUARY 2014	1,730.24	03/21/2014	01-210-0000-520-000	
03/10/14	FEBRUARY 2014	1,446.00	03/21/2014	01-210-0000-560-000	
03/10/14	FEBRUARY 2014	390.51	03/21/2014	01-210-0000-416-000	
03/10/14	FEBRUARY 2014	1,500.08	03/21/2014	01-210-0000-416-000	
03/10/14	FEBRUARY 2014	58.59	03/21/2014	01-210-0000-416-001	
03/10/14	FEBRUARY 2014	83.00	03/21/2014	01-210-0000-421-000	
	Check Total:	5,208.42			
Vendor: 25040	YREKA HARDWARE			Check Sequence: 42	ACH Enabled: False
103599	INV 103599	14.30	03/21/2014	80-560-0000-420-003	
103663	INV 103663	11.29	03/21/2014	70-510-0000-422-000	
	Check Total:	25.59			
Vendor: 1770	YREKA MACHINE WORKS INC			Check Sequence: 43	ACH Enabled: False
004621	INV 004621	3,469.30	03/21/2014	70-510-0000-420-004	
	Check Total:	3,469.30			
Vendor: 25120	YREKA TRANSFER			Check Sequence: 44	ACH Enabled: False
188640	INV 188640 ACCT 047811	4,058.15	03/21/2014	80-560-0000-420-006	
	Check Total:	4,058.15			
Vendor: 1390	YREKA TRANSIT MIX			Check Sequence: 45	ACH Enabled: False
039151	INV 039151	277.71	03/21/2014	80-550-0000-416-001	
039151	INV 039151	277.71	03/21/2014	70-500-0000-416-001	
039151	INV 039151	277.71	03/21/2014	20-310-0000-420-521	
	Check Total:	833.13			
	Total for Check Run:	82,147.37			
	Total of Number of Checks:	45			



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council
Prepared by: City Clerk
Agenda title: Acknowledge receipt of General Plan Housing Element 2013 Annual Report
Meeting date: March 20, 2014

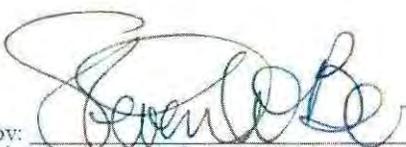
Discussion: California Government Code requires that the legislative body acknowledge receipt of the Housing Element Annual Progress Report at a public meeting to allow public comment prior to submission to the state.

- The purpose of this report is to comply with the Government Code 65400(a)(2) which requires each City to report annually on the status of the implementation of their Housing Elements.
- The report does not need to be approved by the Council but rather accepted to acknowledge receipt.
- Staff has prepared a Resolution containing several proposed text amendments to Title 16, Zoning of the Yreka Municipal Code to implement a number of programs contained in the City's 2009-2014 Housing Element. The Resolution has been placed on the March 19, 2014 Planning Commission meeting agenda for their review. It is expected that an Ordinance will be brought forward for initial consideration (introduction) of the proposed zoning text amendments by the City Council at its meeting scheduled April 17, 2014.
- The City is currently in the process of preparing the 2014-2019 City of Yreka Housing Element update as required by law. It is anticipated that the General Plan Amendment updating the Housing Element, CEQA document, and Resolution for adoption of the Housing Element Update will be placed on the May 1, 2014 City Council agenda for consideration by the Council.

Fiscal Impact: The State can impose sanctions through the court if the report is not submitted within 60 days of the April 1st due date.

Recommendation and Requested Action:

That the Council acknowledge receipt of the 2013 General Plan Annual Housing Element Progress Report and authorize the submittal to the required state agencies.

Approved by: 
Steven Baker, City Manager



City of Yreka
Planning Department
701 Fourth Street
Yreka, CA 96097

Date: March 21, 2014

To: **Department of Housing and Community Development**
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

Governor's Office of Planning and Research
P. O. Box 3044
Sacramento, CA 95812-3044

RE: **City of Yreka, California – California Government Code Section 65400
Annual General Plan and Housing Element Progress Report**

To Whom It May Concern:

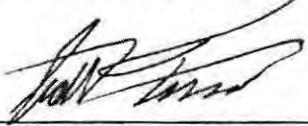
Pursuant to Section 65400 of the Government Code, the City of Yreka hereby submits its annual general plan report and housing element progress report. Attached with this letter of transmittal, please find the following item(s):

- City of Yreka, California - General Plan Annual Report and Housing Element progress report and completed Statement of Accuracy for calendar year 2013.

Please feel free to contact the City of Yreka Planning Department at 701 Fourth Street, Yreka, CA 96097 if you have any comments.

Sincerely,

Scott Friend
City of Yreka Planning Department

By: 

Scott Friend, AICP
City Planner (contract)

cc: Project File
Elizabeth Casson, City Clerk (w/out attachments)



CITY OF YREKA
PLANNING COMMISSION AGENDA MEMORANDUM

To: Yreka Planning Commission
From: Liz Casson, City Clerk
Prepared by: Scott Friend, AICP, Contract Planner
Agenda Title: 2013 General Plan and Housing Element Annual Report
Meeting date: March 19, 2014

Summary:

City staff has prepared the 2013 General Plan and Housing Element Annual Report for submittal to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD) as required by Government Code Section 65400(b). The Housing Element section of the Annual Report was submitted electronically to HCD on February 27, 2014. The General Plan and Housing Element Annual Report will be sent to OPR in April.

Discussion:

Pursuant to California Government Code Section 65400(b), the City is required to analyze and report on its efforts to implement its adopted General Plan and the 2009-2014 Housing Element. The 2013 General Plan and Housing Element Annual Report numerically documents the City's progress towards meeting the City's Regional Housing Needs Allocation housing goals and to remove governmental constraints associated with the development of housing in the City.

Government Code Section 65400(a)(2) states the following:

After the legislative body has adopted all or part of a general plan, the planning agency shall do both of the following:

- (1) Investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan.
- (2) Provide an annual report to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development that includes all of the following:
 - Status of the General Plan and progress in its implementation;
 - Progress made in meeting the City's share of Regional Housing Needs;
 - Local efforts to remove governmental constraints to the maintenance, improvement, and development of housing;

- The degree to which the City's approved General Plan complies with the State's general plan guidelines, and
- The date of the last revision to the General Plan.

Therefore, pursuant to Government Code Section 65400, this information has been compiled in the City of Yreka's 2013 General Plan and Housing Element Annual Report. It is noted that Housing Element portion of the General Plan was reported through the Department of Housing and Community Development's website. A copy of the submitted *Annual Element Progress Report – Housing Element Implementation* is included as **Attachment B**.

Environmental Determination:

Not applicable.

Recommendation:

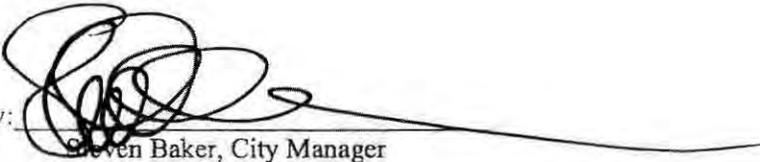
No recommendation is made with this report. The document is presented to the Planning Commission as an informational item. However, staff requests that the Planning Commission review and consider the report and its contents and provide comments as necessary to Staff. The City Council will be reviewing the report at the City Council meeting on March 20, 2014

Attachments:

Attachment A –2013 General Plan and Housing Element Annual Report

Attachment B – Annual Element Progress Report – Housing Element Implementation

Approved by:

A handwritten signature in black ink, appearing to read 'Steven Baker', is written over a horizontal line. The signature is stylized and somewhat cursive.

Steven Baker, City Manager



City of Yreka

2013 City of Yreka General Plan / Housing Element
Annual Report

Submitted By:
City of Yreka Planning Department
701 Fourth Street
Yreka, CA 96097

March 2014

BACKGROUND AND PURPOSE OF THE GENERAL PLAN ANNUAL REPORT

General – State Law and local planning

California Government Code Section 65400(a)(2) mandates that all cities and counties submit to their legislative bodies an annual report on the status of the General Plan and progress in its implementation. Only charter cities are exempt from the requirement to prepare Progress Reports, pursuant to Government Code Section 65700. A copy of this Progress Report must also be sent to the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD).

The intent is to ensure that the General Plan directs all land use decisions and remains an effective guide for future development. Because the role of the General Plan is to act as a "constitution" for the long-term physical development of a community and because it is required to be updated periodically to reflect current circumstances, it is critical that local planning agencies periodically review the General Plan and its implementation. The report is a tool for doing this.

The main purpose and most important function of the report is to provide local legislative bodies with information regarding implementation of their General Plan. The report must be presented to the local legislative body for their review and acceptance. This is typically done by placing the report on a regular meeting agenda as a consent or discussion item.

City of Yreka– Growth and the General Plan

The *City of Yreka General Plan 2002-2022* was adopted by the City Council in December of 2003. Since the Plan's adoption, the City has seen fluctuations in development interest within Yreka, as evidenced by the receipt of Land Use Entitlement Applications. After an increase in development and entitlement requests in 2006-2010, there was a decrease in 2011 and 2012, which continued to stagnate through 2013. The reasons for the increased interest and subsequent decline of development in Yreka are varied, but are most directly related to the "real estate bubble" and recession.

These and other market forces including the number of foreclosed properties and the general depressed conditions of the local job market have resulted in a flat to declining rate of growth in the City and a continued reduction in the overall number of applications submitted to the City for development through the 2013 reporting period. As a result of these conditions, the City has not seen any real interest from groups seeking to leverage the opportunities that exist in the City for new development. The City of Yreka has not been successful in securing any residential projects as a result.

Regardless of development interest within the City and the state of the economy, the City's General Plan remains a valid and useful document, and the Goals, Objectives, and Programs of the Plan were advanced through the actions of the City throughout the 2013 calendar year. While the Plan is now more than a decade old, it remains adequate.

City of Yreka 2009-2014 Housing Element

The City of Yreka *2009-2014 Housing Element* (Housing Element or HE) was adopted by the City Council on November 19th, 2009. The HE was drafted during the second half of 2009 and was certified by the State Department of Housing and Community Development in February of 2010.

The Housing Element outlines the Goals, Policies and Programs of the City in relation to the provision of housing, addresses the City's success in implementing the previous Housing Element and provides a detailed demographic and analytical evaluation of how the City is planning to accommodate its share of the regions housing during the planning period (2009-2014). The primary components of the Plan remain consistent with the City's previous Housing Element. The finding of the Plan suggest that the City has made strides toward the achievement of accommodating its regional fair share of the affordable housing needs and will continue to move toward meeting the goals of the Element during the next 5-year plan period.

EXECUTIVE SUMMARY

As described in this report, the City of Yreka General Plan remains a useful and valuable tool to assist the City in providing policy direction for City decision makers and information for City residents and interested parties.

In that context and in terms of the City of Yreka and its General Plan, this report concludes the following:

- The City of Yreka General Plan remains a valid and useful document, which continues to provide guidance and direction for the City as intended.
- In comparing the current City of Yreka General Plan projections to the current setting, it can be summarized that the main thrust of the General Plan projections were, and continue to be, correct in that the Plan recognized that limited new residential development would be necessary to meet projected demand.
- There is detailed information about the City and surrounding area in all of the elements of the current City of Yreka General Plan. Much of the overarching, supporting, and descriptive information remains accurate and therefore useful.
- The 2009-2014 Housing Element concludes that the City is making progress towards meeting its regional housing needs allocations and has the land supply available to meet its targets in the planning horizon.

I. IS THE GENERAL PLAN SERVING TO MEET ITS OWN GOALS?

With regard to Land Use, all of the goals and programs set forth by the City of Yreka General Plan stem from **Goal LU.3**, as follows:

- Goal LU.3 – To ensure efficient development and the economical extension of urban services.

A determination of whether Goal LU.3 is being met may be subjective, but there are objective measures as well. One metric to determine whether a community ensures efficient development with adequate land use opportunities is whether there is a presence of growth interests. The section below titled DEVELOPMENT ACTIVITY 2013 (beginning on page 14) summarizes the development applications and activity that has occurred over the last year. Prior to that is a review of the stage set by the current General Plan.

General Plan Land Use Projections

The *City of Yreka General Plan 2002-2022* makes projections for both population and land use demands. The first section, Land Use, includes the following under its Population and Demographics heading:

“Because residential land use comprises a significant portion of a city’s total land area, changes in population are typically used to estimate future land need. Over the past five (5) years, the City of Yreka has seen a gradual decline in the total population. This trend is also reflected in county-wide figures. Historically, the City had between one and two percent average annual growth. The decline in population can be attributed to the reduction in area logging, and the closure of several industries in Yreka. The City believes that this downward trend has slowed, and that the City will begin to experience a gradual growth over the next twenty years...”

... Using a twenty year planning period for the General Plan, the City of Yreka could expect a population in 2022 between 8,400 and 10,250. In order to support the increase of 1,500 to 3,300 new residents, the City will need to provide adequate room for housing, jobs and recreation.”

That same General Plan section contained Projected Land Use Demands, which included the following:

“With the population as estimated, the City would be expected to need between 250 and 500 acres of land available for development within the planning period. This would include sufficient land to ensure fair market prices.”

Current Setting

The *2009-2014 City of Yreka General Plan Housing Element* states that between 1990 and 2000, the City of Yreka’s population increased by approximately five percent and between 2000 and 2008, the population increased by approximately two percent.

The County's growth rate during the same period was which was 2.3 percent between 1990 and 2000 and 2.1 percent between 2000 and 2008. From 2000 to 2010, the City experienced an increase in population from 7,290 to 7,765. A review of the population from the California Department of Finance shows that the population of Yreka in 2012 was 7,780 and decreased slightly to 7,771 in 2013.

The 2009-2014 Housing Element identified a total of 130 acres of High Density Residential (R-3) zoned lands with the potential to result in 1,332 units; 61 acres of Medium Density Residential (R-2) with the potential to result in 511 units; 1,338 acres of Single Family Residential (R-1) zoned land with the potential to result in 2,160 units; 537 acres of Residential Agriculture (R-A) zoned lands with the potential to result in 185 units; and four acres of Residential / Professional Office (RPO) zoned land with the potential to result in 36 units. The largest parcel of land available for residential development within the City is 150 acres of R-1 zoned parcel slightly constrained due to sloping. The parcel with the greatest residential growth potential consists of approximately 138 acres and can accommodate 413 units.

It can be concluded that the projections framed by the current General Plan regarding housing requirement needs accurately estimated the current setting, in that there is an adequate supply of land within the City which would serve to provide for any long-term housing stock needs.

Regional Housing Needs

A Regional Housing Needs Allocation (RHNA) Plan is mandated by the State of California (Government Code, Section 65584) for regions to address housing issues and needs based on future growth projections for the area. The State of California also establishes the number of total housing unit need for each region. Pursuant to the State Government Code Section 65584, the State Department of Housing and Community Development (HCD) has developed a RHNA Plan for Siskiyou County, which identifies a need for 720 new residential units in Siskiyou County over a 7.5-year period (January 1, 2007 to June 30, 2014). The need for 720 units is shared and distributed amongst each of the communities in the County, with each community's share determined by its proportion of the County's overall household population.

The intent of the RHNA Plan is to ensure that local jurisdictions address not only the needs of their immediate areas but also provide their share of housing needs for the entire region. Additionally, a major goal of the RHNA Plan is to assure that every community provides an opportunity for a mix of affordable housing to all economic segments of its population. The RHNA Plan jurisdictional allocations are made to ensure that adequate sites and zoning are provided to address existing and anticipated housing demands during the planning period and that market forces are not inhibited in addressing the housing needs for all facets of a particular community.

Based on the HCD RHNA Plan for Siskiyou County, the City of Yreka's share of regional housing needs is 117 units, primarily for above moderate income houses¹. Since 2007, 16 units have been built within the City bringing Yreka's current share of regional housing needs to 101 units.

¹ The RHNA Plan identified the need for 28 units for the very low income earners, 20 units for low income earners, 19 units for moderate income earners, and 50 units for above moderate income earners.

Summary

In comparing the General Plan's projections to the current setting, it is concluded that the General Plan projections were correct in that they identified that new residential development would be required to meet demand. The City's Housing Element identifies some new requirements (resulting from outside legislation) that have created new targets for the City to meet, and through the required internal consistency will work in concert to support the General Plan to address those goals. It is then concluded that the General Plan is serving to meet its own goals. While the targeted unit allocation for residential houses pursuant to the RHNA Plan may not be physically constructed due to the depressed state of the economy, the City has ensured that ample amount of vacant land exists to accommodate the targeted unit allocation.

II. ADEQUACY OF THE CURRENT CITY OF YREKA GENERAL PLAN

Government Code § 65302 states that "*the General Plan shall consist of a statement of development policies and shall include a diagram or diagrams and text setting forth objectives, principles, standards, and plan proposals.*" The General Plan must include the seven elements described below in this report.

For one of the required Elements, the Housing Element, the Government Code is very specific about contents, requirements and frequency of adoption. The requirements for the other six elements are less specific. The Government Code requires that the Housing Element must be reviewed and adopted or re-adopted at least every 5 years while the other elements of the Plan should be revised "as needed" to keep information current. The City of Yreka General Plan contains all seven of the required Elements comprising a legally adequate General Plan. The City of Yreka General Plan was consistent with state requirements when it was adopted in 2003 and remains consistent with state requirements to this day. The Housing Element was updated and adopted in 2009.

Usefulness of the Plan

The General Plan has been described by the courts as "*the constitution for development*" (of a jurisdiction). All development approvals must be consistent with the General Plan. Therefore, a General Plan is useful if it provides up-to-date information, goals, objectives and implementing programs that are consistent with current city growth policies and which are physically and economically feasible to implement.

The Yreka General Plan elements are listed below, with a brief description of what they include, followed by a brief discussion and summary regarding currency and what has been done in the City of Yreka in the 2013 calendar year to ensure that the goals, objectives, and programs set forth within the General Plan have been addressed:

LAND USE ELEMENT:

"A land use element which designates the proposed general distribution and general location and extent of the uses of the land for housing, business, industry, open space...and other categories of public and private uses of land. [It]...shall include a statement of the standards of population and building intensity recommended for the various districts..."

There are 13 goals listed within the Land Use Element of the Yreka General Plan, as follows:

- Goal LU.1 – To maintain flexibility in land use designations and zone districts
- Goal LU.2 – To ensure there is adequate land within the City for future development in a variety of types and styles.
- Goal LU.3 – To ensure efficient development and the economical extension of urban services.
- Goal LU.4 – To protect established neighborhoods, and enhance the sense of community that is the City of Yreka.

- Goal LU.5 – To protect established neighborhoods and enhance the quality of life in Yreka.
- Goal LU.6 – To protect the unique views from Yreka of the surrounding mountains.
- Goal LU.7 – To encourage visitors to the City and enhance the City's presence as a community along Interstate 5.
- Goal LU.8 – To create neighborhoods that reflect the high quality of life in Yreka.
- Goal LU.9 – To support the expansion and retention of existing commercial establishments, and to encourage new commercial development in the City.
- Goal LU.10 – To promote economic growth within the City of Yreka to ensure employment opportunities and goods and services are available within the community.
- Goal LU.11 - Protect and expand the Trail System along Yreka Creek and its Tributaries.
- Goal LU.12 – To protect and preserve the historical resources of the City of Yreka.
- Goal LU.13 – To keep the General Plan current reflecting changes in public desires, changes in growth trends and applicable legislation.

These goals contain several objectives and programs which generally seek to assure adequate land supply, efficient development, protect neighborhoods and views, and to promote economic growth. Within that framework, Staff has been working on the following items throughout the 2013 calendar year to ensure that the goals set forth in the Yreka General Plan have been addressed:

- The City continues to maintain a list of the most of the available vacant land in the City that is appropriate to meet its share of the regional housing needs. (GOAL LU.3; PROGRAM LU.3A; PROGRAM LU.10.C)
- The City approved a new 19,000± square foot retail store with an outside sales area of 15,000± square feet. (GOAL LU.9; GOAL LU.10)
- The City continued to require archaeological record search for all discretionary projects. (PROGRAM LU.12.A)

Summary/Conclusion: The Land Use Element is useful and adequate in its characterization of the nature of the City, and the Plan's overarching goals and objectives. No amendments to the Land Use Plan were made in 2013.

CIRCULATION ELEMENT:

"A circulation element consisting of the general location and extent of existing and proposed major thoroughfares, transportation routes, terminals, and other local public utilities and facilities, all correlated with the land use element of the plan..."

There are seven goals listed within the Circulation Element of the Yreka General Plan, as follows:

- Goal CI.1 – Develop and maintain roadways in an orderly and visually attractive manner that enhances the community.
- Goal CI.2. – To maintain a functional performance of roadways throughout the community at a Level of Service C or better.
- Goal CI.3. – Accomplishment of on-going maintenance of roadways in an efficient and cost effective manner.
- Goal CI.4. – Ensure that circulation improvements are adequate to serve transportation demands of new development within Yreka.
- Goal CI.5. – Provide safe, convenient and attractive routes for pedestrians and bicyclists of all ages throughout Yreka.
- Goal CI.6. – Minimize the impacts of growth on the Yreka Western Railroad Steam Train.
- Goal CI.7. – Encourage and enhance public transit within Yreka.

These goals contain several objectives and programs which generally seek to enhance the movement of goods and people throughout the City, provide safe walking routes for residents, maintain and improve the quality of the roadways within the City, etc. During the 2013 calendar year, the City has taken the following measures to advance the objectives and programs under these goals:

- The City approved a new 19,000± square foot retail store with an outside sales area of 15,000± square feet. The development provides all required parking on-site. (GOAL C1.4; PROGRAM C1.4.D)
- The City continues to make progress on the Yreka Creek Trail Development Project, which includes the development of public access pedestrian and bicycle trails along Yreka Creek and within the Yreka Creek Greenway. Trails are proposed to extend under Interstate 5 providing non-motorized access to either side that facility and would also traverse behind several existing commercial businesses that front Main Street. (GOAL CI.5; PROGRAM CI.5.B; PROGRAM CI.5.C; PROGRAM CI.5.D)

Summary/Conclusion: The Circulation Element in the General Plan is devised and designed to support Land Use Plan and policies for both current uses and future growth. The Circulation Element has not been substantially amended since its adoption and the goals, objectives and programs of the Element remain valid. The Circulation Plan within the Element continues to serve to facilitate the implementation of the Land Use Plan and the assumptions and projections supporting its designations of streets and roadways remain accurate and provide for a legally adequate and viable plan.

CONSERVATION, OPEN SPACE, PARKS AND RECREATION ELEMENT:

"A conservation element for the conservation, development and utilization of natural resources including water...soils, rivers...and other natural resources."

There are eight goals listed within the Conservation, Open Space, Parks and Recreation Element of the Yreka General Plan, as follows:

- Goal CO.1 – Recognize, promote and protect the natural resources within and near the City.

- Goal CO.2 – To ensure responsible mining and natural resource.
- Goal CO.3 – To ensure continued agriculture and timber uses in the Yreka Planning Area.
- Goal CO.4 – Minimize impacts to wildlife and wildlife habitat as new development occurs within Yreka.
- Goal CO.5 – Maintain and protect air quality within the City of Yreka at acceptable levels as defined by state and federal standards.
- Goal CO.6 – Protect the quantity of community water supplies and avoid degradation of water quality.
- Goal CO.7 – Continue to expand acreage of public open space as a means to maintain the rural character of Yreka.
- Goal CO.8 – To provide a variety of parks and recreation facilities maintaining a level of one acre of park land for each 1,000 persons.

The following work efforts were undertaken or advanced in 2013 to implement the programs and policies of the Conservation, Open Space, Parks and Recreation Element. Some of these work efforts included the following:

- The City continues to make progress on the Yreka Creek Trail Development Project, which involves habitat enhancement proposals such as the creation of an approximately 700-foot drainage swale to provide vegetative filtration of stormwater, the restoration of approximately 1 acre of floodplain by re-contouring flood constrictions, the planting approximately 600 native plants and trees, and the implementation of erosion control measures. The implementation of these habitat enhancement mechanisms, as well as all the other components of the project, has been assessed to determine their potential impacts on Coho salmon. As a result of this assessment, detailed avoidance mitigation has been developed and will be enforced by the City Public Works Department. (GOAL CO.4; PROGRAM CO.4.B; PROGRAM CO.4.C; PROGRAM CO.4.D; PROGRAM CO.6.I)
- The Yreka Creek Trail Development Project involves the surfacing of approximately 1,500 linear feet of existing trail to make it ADA-accessible and the construction of approximately 1,900 linear feet of gravel trail along Yreka Creek for the benefit of the public. (GOAL CO.7; PROGRAM CO.7.A; PROGRAM CO.7.B; PROGRAM CO.8.C; PROGRAM CO.8.H)

Summary/Conclusion: The Conservation, Open Space, Parks and Recreation Element remains useful and relevant and has served the City over its last period of increased development interest and activity, and the recent decrease. The Element has not been amended since its adoption and the goals, objectives and programs of the Element remain valid.

NOISE ELEMENT:

"A noise element which shall identify and appraise noise problems in the community. [It] shall...analyze and quantify, to the extent practicable...current and projected noise levels for all of the following sources...[including highways, industrial uses, and others identified by Council as contributing to the community noise environment]. Noise contours shall be

shown for all of these sources...The noise contours shall be used as a guide for establishing a pattern of land uses in the land use element..."

There are three goals listed within the Noise Element of the Yreka General Plan, as follows:

- Goal 1: To protect the existing and future citizens of Yreka from the harmful effects of exposure to excessive noise. More specifically, to protect existing noise-sensitive land uses from new uses that would generate noise levels which are incompatible with those uses, and to discourage new noise-sensitive land uses from being developed near sources of high noise levels.
- Goal 2: To protect the economic base of Yreka by preventing the encroachment of noise sensitive land uses into areas affected by existing noise-producing uses. More specifically, to recognize that noise is an inherent byproduct of many industrial processes and to prevent new noise-sensitive land uses from being developed in areas affected by existing industrial noise sources.
- Goal 3: To provide sufficient noise exposure information so that existing and potential future noise impacts may be effectively addressed in the land use planning and project review processes.

Summary/Conclusion: The Noise Element contains standards and guidelines that protect both existing noise generating uses and new potentially noise sensitive land uses. The Noise Element contained within the General Plan has been used by staff on a number of occasions and has provided valuable guidance and policy direction for the City. The Noise Element contained within the Plan is current and accurate, and remains useful and legally adequate.

PUBLIC HEALTH AND SAFETY ELEMENT:

"A safety element for the protection of the community from any unreasonable risks associated with the effects of [...earthquakes, dam failures, subsidence, liquefaction and other known geologic hazards]. It shall also address evacuation routes, peakload water supply requirements..."

There are six goals listed within the Public Health and Safety Element of the Yreka General Plan, as follows:

- Goal PH.1 – Ensure that the City and involved local agencies are able to effectively respond to emergency situations, which may threaten the people or property of Yreka.
- Goal PH.2 – Minimize the risk of personal injury and property damage resulting from flooding.
- Goal PH.3 – Protect people and property within the City of Yreka against fire related loss and damage.
- Goal PH.4 – Ensure that police protection services in the City of Yreka are adequate to protect both people and property in the community.
- Goal PH.5 – Minimize the threat of personal injury and property damage due to seismic and geologic hazards.

-
- Goal PH.6 – Minimize the risk of personal injury, property damage, and environmental degradation resulting from the use, transport, disposal, and release/discharge of hazardous materials.

There have been work efforts within the City in 2013 to advance the goals and programs of the Public Health and Safety Element. Some of these work efforts include the following:

- One of the objectives of the Yreka Creek Trail Development Project is to reduce flood hazards associated with in-stream creek flows. The project will slightly increase floodplain capacity along Yreka Creek, with the ultimate goal of further attenuating the effects of floods on the City of Yreka (GOAL PH.2; PROGRAM PH.2.A; PROGRAM PH.2.E)
- The City continued to fund the Yreka Police Department which in turn has continued to provide a high quality, community appropriate level of law enforcement services. (GOAL PH.4; PROGRAM PH.4.D)

Summary/Conclusion: The Public Health and Safety Element contains information and goals, objectives, and programs regarding emergency preparedness, flood and geologic hazards, fire and police protection, and hazardous waste and materials. The Element has not been amended since its adoption and remains a current, useful and adequate Element of the Plan.

PUBLIC FACILITIES ELEMENT:

Various aspects of public facilities are considered within the Public Facilities Element. While state law requires the general plan to address domestic water service issues, requirements regarding other facilities are not clearly or specifically defined. This element considers the range of public facilities which the City must provide to support existing and future urban land uses.

There are six goals listed within the Public Facilities Element of the Yreka General Plan, as follows:

- Goal PF.1 – Ensure that public facilities are designed to accommodate reasonable future need.
- Goal PF.2 – Help the School Districts continue to offer high quality educational services and facilities to local school children.
- Goal PF.3 – Ensure an ample water supply for the City of Yreka.
- Goal PF.4. – Develop and properly maintain facilities to transport, treat, and discharge wastewater in a safe and sanitary manner.
- Goal PF.5 – Provide for the collection, transport, and discharge of stormwater in a safe manner and protect people and property from flooding.
- Goal PF.6. – Ensure that solid waste disposal and recycling services are adequate to meet the needs of current and future residents of the City.

There have been work efforts within the City in 2013 to advance the goals and programs of the Public Facilities Element. Some of these work efforts include the following:

- The City continues to make progress on the Yreka Creek Trail Development Project. One of the objectives of the Project is to reduce flood hazards associated with in-stream creek flows. The project will slightly increase floodplain capacity along Yreka Creek, with the ultimate goal of further attenuating the effects of floods on the City of Yreka. This project includes the development of public access pedestrian and bicycle trails along Yreka Creek and within the Yreka Creek Greenway. (GOAL PF.5; PROGRAM PF.5.C; PROGRAM PF.5.F; PROGRAM PF.5.G)

Summary/Conclusion: The Public Facilities Element in the General Plan is envisioned and designed to address the range of public facilities that the City must provide to support existing and future land uses. The Public Facilities Element has not been amended since its adoption and the goals, objectives and policies of the Element remain valid.

HOUSING ELEMENT:

"The housing element shall consist of an identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, financial resources, and scheduled programs for the preservation, improvement, and development of housing. [It] shall identify adequate sites for housing, including rental housing, factory-built housing, and mobile homes, and shall make adequate provision for the existing and projected needs of all economic segments of the community... (§65580)." "Each local government shall review its housing element as frequently as appropriate...but not less than every five years." (§65588)

Summary/Conclusion: The 2009-2014 Housing Element was adopted in November 2009 and is the most recently adopted Element of the General Plan. The 2009-2014 Housing Element has been approved by the State Housing and Community Development Department. Generally, Housing Elements provide information and policy guidance on issues to include affordable housing, housing for special needs groups and identifies potential programs that the City utilizes to help fill under-served housing needs in the community.

The 2009-2014 Housing Element contains 11 policies and 42 programs designed to establish the City's approach to the planning of housing in the City. Because of issues related to the general state of the local, regional and national economies, the City has not seen any substantial housing-related planning projects nor has there been any new housing constructed in the City.

The 2009-2014 Housing Element functioned as a useful and adequate Element of the Plan over the course of the past year (see attached **Table C – Program Implementation Status**).

Overall Summary

The City of Yreka adopted its General Plan in 2003 and the document has been providing policy guidance and direction in a meaningful way since its adoption. The General Plan Land Use Map has been amended in minor ways since 2003 yet in a way that did not result in any changes or shifts in Plan vision or policy direction. All

amendments since 2003 furthered the implementation of various goals and objectives of the Plan.

There have been no amendments to the Plan proposed, considered or approved in the previous year. While various setting discussions and statistical information contained within the Plan have changed following its adoption, the Plan continues to be legally-adequate and to responsibly and sufficiently represent the policy direction of the City.

DEVELOPMENT ACTIVITY 2013

As discussed above, 2013 had a lower level of development activity and interest from previous years, especially in comparison to the higher level of development and entitlement-related activities that occurred during the 2006-2009 period. In 2013, the City of Yreka Planning Department processed 43 development permits. **Appendix A** is a summary of applications submitted to the City through the 2013 calendar year. The City did process three Boundary Line Adjustments and one Tentative Parcel Map. There were no requests for any General Plan Amendments, Tentative Subdivision Maps, or Annexations in 2013.

Summary

As the real estate market continued to stagnate throughout the majority of Northern California communities, the City of Yreka has experienced a slowing in total development activity and application levels experienced in the mid- to late-2000's to a level today resulting in almost no substantial development activity within the City in 2013.

As indicated previously in this report, the City of Yreka General Plan continues to provide meaningful direction to elected officials, city staff, landowners, citizens and parties interested in the future of the City. Through the end of the calendar year 2013, the Plan has remained essentially unchanged in its direction and policy foundations from the time of its adoption in 2003. The Plan was not amended in 2013, and there were no changes to land uses or to the goals, objectives and policies of the Plan. The current General Plan continues to provide accurate and useful policy guidance for the City. The document is adequate and functional, and succeeds in meeting its own goals, objectives, and programs and in serving the needs of the City of Yreka.

APPENDIX:

- A. 2013 City of Yreka Planning Department Application Processing Log

REFERENCES

1. *City of Yreka General Plan 2002-2022*. Adopted 2003.
2. *2009-2014 City of Yreka General Plan Housing Element*. Adopted 2009.
3. *2013 City of Yreka Planning Department Application Processing Log*
4. California Department of Finance, Demographic Research Unit, E-1 Report, (2013).
5. Website, State of California: Governor's Office of Planning and Research. Various pages; <http://www.opr.ca.gov/>

2013 PLANNING PERMITS

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
Animal	0	0	0	0	0	0	0	0	0	0	0	0	
Boundary Adjustment	2	0	0	0	0	0	0	0	0	0	1	0	3
Business-Misc.	0	0	1	0	0	0	0	0	0	0	0	0	1
Environmental Review	0	0	0	0	0	0	0	0	0	0	0	0	0
Exception/Waiver	0	0	0	0	0	0	0	0	0	0	0	0	0
Garage Conversion	0	0	0	0	0	0	0	0	0	0	0	0	0
General Plan/Admendment	0	0	0	0	0	0	0	0	0	0	0	0	0
Historical	0	0	0	0	0	0	0	1	2	1	1	0	5
Home Occupation	0	2	0	2	1	1	2	0	2	0	1	0	11
Major Subdivision	0	0	0	0	0	0	0	0	0	0	0	0	0
Minor Subdivision	0	0	0	0	0	0	1	0	0	0	0	0	1
Neg. Dec/E.I.R.	0	0	0	0	0	0	0	0	0	1	0	0	1
Parcel Map/Merger	0	0	0	0	0	0	0	0	0	0	0	0	0
Portable Vending	0	0	0	0	0	0	0	0	0	0	0	0	0
Use Permit - Misc.	1	1	0	0	0	0	0	0	0	1	0	0	3
Sign Use Permit	0	0	0	0	0	0	0	0	1	0	0	0	1
Site, Parking, Landscape	0	0	0	0	0	0	1	0	0	0	0	0	1
Annexation/Deannexation	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Modify U.P.	0	0	0	0	0	0	0	0	0	0	0	0	0
Variance	0	0	0	0	0	0	0	0	0	0	0	0	0
Zone Change	0	0	0	0	0	0	0	0	0	0	0	0	0
Continued-Extended	1	0	0	0	0	0	0	0	0	1	0	0	2
Permits Expired	0	0	0	0	0	0	0	0	0	0	0	0	0
Permits Voided	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Submitted Permits	4	3	1	2	1	1	4	1	5	4	3	0	
Permits Approved	1	5	2	2	1	1	2	1	6	3	3	2	29
Permits Denied	0	0	0	0	0	0	0	0	0	0	0	0	0
Permits Withdrawn	0	0	0	0	0	0	0	0	0	0	0	0	0
Permits Pending	3	1	0	0	0	0	2	2	1	2	2	0	
Submitted Sign Permits	0	1	1	1	3	0	0	0	2	3	2	1	14
Submitted Historical Sign Permits	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Submitted Sign Permits	0	1	1	1	3	0	0	0	2	3	2	1	14
Sign Permits Approved	0	1	1	1	3	0	0	0	1	4	2	1	14
Sign Permits Denied	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Permits Withdrawn	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Permits Pending	0	0	0	0	0	0	0	0	1	0	0	0	0
TOTAL SUBMITTED PERMITS	4	4	2	3	4	1	4	1	7	7	5	1	43
TOTAL FEES	560	225	385	225	300	75	1245	310	510	285	1025	8403	\$ 13,548.00
Refunds								760					\$ 760.00
													<u>\$ 12,788.00</u>

Notes:

Planning Permits	
Withdrawn	0
Pending	0
Approved permits for 2013	<u>29</u>
Total permits submitted	29
Sign Permits	
Approved	<u>14</u>
Total Sign Permits Submitted	14

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction YREKA
Reporting Period 01/01/2013 - 12/31/2013

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the "Final" button and clicking the "Submit" button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction YREKA
 Reporting Period 01/01/2013 - 12/31/2013

Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
(9) Total of Moderate and Above Moderate from Table A3			0	0							
(10) Total by Income Table A/A3			0	0	0	0					
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction YREKA
 Reporting Period 01/01/2013 - 12/31/2013

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction YREKA
 Reporting Period 01/01/2013 - 12/31/2013

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	0	0	0	0	0	0	0

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction YREKA
 Reporting Period 01/01/2013 - 12/31/2013

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9			
Very Low	Deed Restricted	0	0	0	0	0	0	0	0	0	0	0	0
	Non-Restricted	0	0	0	0	0	0	0	0	0			
Low	Deed Restricted	0	0	0	0	0	0	0	0	0	0	0	0
	Non-Restricted	0	0	0	0	0	0	0	0	0			
Moderate		0	0	0	0	0	0	0	0	0	0	0	0
Above Moderate		0	0	0	0	0	0	0	0	0	-	0	0
Total RHNA by COG. Enter allocation number:		0										0	0
Total Units ▶ ▶ ▶			0	0	0	0	0	0	0	0	0		
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction YREKA
 Reporting Period 01/01/2013 - 12/31/2013

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
HE.1.1.1	Review General Plan for adequate vacant land to accommodate a variety of housing types.	Annual Review	The City continues to maintain a list of the available vacant land in the City that is appropriate to meet its share of the regional housing needs.
HE.1.2.1	Encourage and support residential development plans for lower income housing.	Continuous	There were no request for residential development in 2013.
HE.1.2.2	Encourage developers of large residential subdivisions to provide some affordable housing.	As proposals are received	There were no request for residential development in 2013.
HE.1.2.3	Encourage development of affordable housing by maintaining low fees.	Annual	Fees are deposited against cost. They are minimal and would not deter development.
HE.1.2.4	Review Government Code Section requirements for density bonuses	August 2010	This change has not been completed yet, but the Zoning Ordinance amendment is in progress.
HE.1.2.5	Maintain affordable units	As needed	In progress.
HE.1.2.6	Search for gap funding for projects at risk.	As needed	In progress.

HE.1.2.7	Maintain list of qualified entities interested in participating in the offer of opportunity to purchase and right of first refusal.	As needed	In progress. A list of funding resources is included in the City of Yreka's 2009-2014 Housing Element, designated as Appendix B.
HE.1.2.8	Encourage non-profit organizations in applications for funding to acquire homeless shelter and/or transitional housing.	Ongoing	In progress.
HE.1.2.9	Encourage participation in the annual review of the Housing Element.	Annually	Accomplished through public notice of meetings.
HE.1.2.10	Develop procedures to grant priority sewer and water service to developments that include lower income households.	August 2010	Specific procedures have not been developed yet, however there is adequate sewer and water available to accommodate new development.
HE.1.3.1	Monitor CUP process on multifamily applications to determine if it is a deterrent to construction of multifamily units.	Annually	There were no applications for multifamily housing during 2013.
HE.1.3.2	Review the Zoning Ordinance and revise if it creates constraints on housing affordability and availability.	Ongoing	City Staff instigated the process of reviewing the current Zoning Ordinance and considering revisions in order to eliminate unusual constraints on affordability and housing availability.
HE.1.3.3	Amend Zoning Ordinance re: Govt. Code Section 65589.5(d) and (f), and do not impose conditions that make the project infeasible.	August 2010	It was determined that the Zoning Ordinance does not contain language that makes projects for very low-, low-, and moderate-income persons infeasible.
HE.1.4.1	Maintain zoning and development standards to encourage affordable single family housing.	Ongoing	The City continues to maintain zoning and development standards in residential areas.
HE.2.1.1	Priority shall be high for building permit processing and inspections for individuals with disabilities.	As needed	Building and Planning Departments give priority to individuals with disabilities as needed.
HE.2.1.2	Establish reasonable accommodations to the handicapped and disabled when such persons apply for building permits.	August 2010	City Staff instigated the process of reviewing the current Zoning Ordinance in order to establish reasonable accommodations in rules, policies, practices, and procedures that may be necessary to ensure persons with disabilities equal access to housing. These changes are in progress.
HE.2.1.3	If accommodations are requested and a variance is required, the Planning Commission will be advised to balance	As applications are submitted	This provisions is implemented when appropriate applications are submitted.

	variance standards with the Fair Housing Act, etc.		
HE.2.1.4	Provide reasonable accommodations to the handicapped and disabled when such persons apply for building permits.	As needed	The handicapped and disabled are provided reasonable accommodation as needed.
HE.2.1.5	Work with developers of new multifamily housing that include 4 and 5 bedroom units and expedite review process.	As projects are proposed	No applications were submitted for any housing projects during 2013.
HE.2.1.6	Conform to codes and standards related to access for disabled persons and facilitate modification of existing facilities.	Ongoing	This is accomplished in part through the Building Department (code enforcement) as building permits are issued.
HE.2.1.7	Follow federal ADA guidelines for development of disabled units.	Ongoing	This is accomplished through the Building Department.
HE.2.1.8	To facilitate housing for extremely low-income persons, the City will amend the Zoning Ordinance to clarify the definition of single-room occupancy units and describe specific development standards for these units.	August 2010	In 2010, City Staff instigated the process of reviewing the current Zoning Ordinance in a way that helps to facilitate housing for extremely low-income persons, specifically by clarifying the definition of single-room occupancy units and associated standards for these units. This change has not been completed yet, but the Zoning Ordinance amendment is in progress.
HE.2.1.9	Amend the Zoning Ordinance to include definitions of supportive and transitional housing and emergency shelters. Allow emergency shelters by right in Light Industrial zones.	August 2010	Pursuant to Senate Bill 2, City Staff began the process of amending the Zoning Ordinance to include separate definitions of "supportive housing," "transitional housing," and "emergency shelters" consistent with Section 50675.14, 50675.2, and 50801 of the California Health and Safety Code. This process, which was instigated in 2010, will also amend the Zoning Ordinance to allow transitional and supportive housing as a residential use subject only to those restrictions that apply to other residential uses of the same type. This change has not been completed, but the Zoning Ordinance amendment is in progress.
HE.2.1.10	Amend Zoning Ordinance to allow group care facilities (6+) by CUP in R-2, R-3, C-2, and CH zones. Continue allowing group care facilities for 6 or less in all residential zones.	August 2010	This change has not been completed yet, but the Zoning Ordinance amendment is in progress.
HE.2.1.11	The City will prioritize funding, offer financial incentives, or regulatory concessions to encourage development of single-room units or units affordable to the extremely low-income.	Whenever housing for extremely low-income is proposed	No applications were submitted for any housing projects during 2013.

HE.3.1.1	Goal of assisting 5 homeowners in the next 5 years through the provision of loans to homeowners to rehabilitate or replace dilapidated units.	Ongoing	The City allocated approximately \$650,000 in CDBG funds for seven different housing rehabilitation loans between 2008 and 2012. The CDBG Housing grant is now closed. The City will continue to pursue any available funding for housing rehabilitation.
HE.3.1.2	Encourage rehabilitation of historic structures and inform/help with Mills Act contracts.	Ongoing	The City continues to provide information for inclusion of historic buildings on the historic register and information regarding the Mills Act Ordinance.
HE.3.1.3	Review standards in the Zoning Ordinance for permitted uses to help insure compatibility with adjacent uses.	Annually	The Zoning Ordinance is regularly monitored to see if modifications are necessary.
HE.3.1.4	Give code enforcement a high priority and provide adequate funding and staffing to support code enforcement programs.	Ongoing	The City promptly responds to complaints from residents. The City has taken action on violations within the City.
HE.3.1.5	Utilize the code enforcement program as a means of keeping track of the conditions of the City's housing stock.	Ongoing	Residential areas are regularly monitored by the Planning Commission, City Council, and staff due to the small size of the community. As the City becomes aware of issues needing attention, they are addressed promptly.
HE.4.1.1	Ensure all persons, regardless of race, sex, cultural origin, age, marital status, or physical handicaps, are provided a choice of housing locations.	Ongoing	Posters from the California Department of Fair Employment and Housing have been posted at City Hall to assist those with discrimination complaints. As complaints are received, individuals are directed to the appropriate agency.
HE.4.1.2	Make information of Fair Housing available to the public	Ongoing	Posters from the California Department of Fair Employment and Housing have been posted at City Hall to assist those with discrimination complaints. As complaints are received, individuals are directed to the appropriate agency.
HE.4.1.3	Provide a referral service to those who handle complaints against discrimination.	As complaints are received	The City has provided referrals as necessary and will continue to do so.
HE.5.1.1	Continue to allocate HOME and CDBG funds to direct housing related programs.	As Grants are received	The City allocated approximately \$650,000 in CDBG funds for seven different housing rehabilitation loans between 2008 and 2012. The CDBG Housing grant is now closed. The City will continue to pursue any available funding for housing related programs.
HE.5.1.2	Encourage local builders to provide sufficient housing for participants in first-time homebuyers and below market rate purchase programs.	As development projects are proposed	No applications were submitted for any housing projects during 2013.
HE.5.1.3	Provide assistance to developers, nonprofit organizations, and others to apply and develop projects for federal and	As funding becomes available	The City continues to notify developers of available funding and other incentives as they become available.

	state housing programs/grants.		
HE.5.2.1	Support staff efforts to expand their housing knowledge base.	Ongoing	The City provides funding for staff to attend conferences and training sessions as needed. The City is also on mailing lists for relevant housing related state departments and organizations.
HE.5.3.1	Establish a biennial monitoring program to indentify assisted at-risk units of losing their affordability subsidies or requirements.	August 2010	The City has not yet created this program. However, the City continues to work with property owners to maintain affordable housing units.
HE.6.1.1	Promote use of energy conservation measures in all housing through use of public and private weatherization programs.	Ongoing	The City has a city-wide newsletter to disseminate local information. When applicable, the City includes information regarding energy conservation and weatherization. The non-profit, the Great Northern Corporation, manages the widely used local weatherization program.
HE.6.1.2	Provide information on currently available weatherization and energy conservation programs to residents of the City.	Ongoing	The City has a city-wide newsletter to disseminate local information. When applicable, the City includes information regarding energy conservation and weatherization programs. The non-profit, the Great Northern Corporation, manages the widely used local weatherization program.
HE.6.1.3	Continue enforcement of state requirements for energy conservation in new residential projects.	Ongoing	Compliance with the Zoning Ordinance and California Building Code, including Title 24, assures energy conservation in new residential projects.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction YREKA
Reporting Period 01/01/2013 - 12/31/2013

General Comments:



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council
Prepared by: Steve Baker, City Manager
Agenda title: REQUESTED ACTION – ADOPT A RESOLUTION EXTENDING THE SUSPENSION OF SECTION 13.76.010 OF THE YREKA MUNICIPAL CODE, ALLOWING INSTALLATION OF BANNERS ON FAIRLANE ROAD.
Meeting date: March 20, 2014

Discussion:

On March 21, 2013 the City Council introduced a temporary ordinance allowing banners on Fairlane Road for a period of four months. This ordinance was subsequently adopted and went into effect on May 5, 2013. The four month time period could be extended for successive periods not to exceed four months by the City Council adopting a subsequent resolution.

Although banners have now been installed and representatives from the County Veteran's Service office and Marine Corps League have indicated that they have had a very positive reception to this effort and would like to continue providing this recognition. They have requested an extension.

The resolution attached provides for a 4-month extension.

Fiscal Impact:

The costs of the banner program are covered by the requesting veteran's organizations.

Recommendation and Requested Action:

That the Council: Adopt A Resolution Extending the Suspension of Section 13.76.010 of the Yreka Municipal Code, allowing Installation of Banners on Fairlane Road.

Approved by: _____



Steven Baker, City Manager

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA
EXTENDING THE SUSPENSION OF SECTION 13.76.010 OF THE
YREKA MUNICIPAL CODE, ALLOWING INSTALLATION OF BANNERS
ON FAIRLANE ROAD.

WHEREAS, On March 21, 2013, the City Council introduced Ordinance No. 834 Temporarily Suspending the Application of Section 13.76.010 of the Yreka Municipal Code on Fairlane Road for a Specified Time Period, and;

WHEREAS, the Ordinance was adopted on April 4, 2013 and went into effect on May 5, 2013, and;

WHEREAS, the Ordinance provides that the initial four month term may be extended for subsequent four month periods, and;

WHEREAS, the City has received a request for such extension,

NOW THEREFORE BE IT RESOLVED that the suspension of Section 13.76.010 of the Yreka Municipal Code on Fairlane Road for the installation of Banners is hereby extended to August 5, 2014.

Passed and adopted this 20th day of March 2014, by the following vote:

AYES:

NAYS:

ABSENT:

David Simmen, Mayor

Attest: _____
Elizabeth E. Casson,
City Clerk



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council

Prepared by: Rhetta Hogan, Finance Director, Steve Baker, City Manager

Agenda title: Adopt a Resolution Recognizing the City of Yreka's 2014 Contribution to Employees Healthcare Costs through the IRS Section 125 Cafeteria Plan

Meeting date: March 20, 2014

Summary:

The City currently contributes to employees cost of healthcare coverage through the City's current cafeteria plan. The City provides a tiered Plan model contribution to all benefit eligible employees to participate in the City sponsored medical health benefits under the medical health insurance benefit program.

Under the CalPERS Health Benefit Program equal contribution option, the City is required under PEMHCA to provide the same benefit to active employees and retired employees (Public Employee Retirement Law Section 22892(b)(1)). The amount designated is the minimum amount required by CalPERS.

In 2014, the minimum is \$119 and this amount is increased annually on January 1 by a cost-of-living adjustment. This benefit is included in our collection bargaining unit agreements.

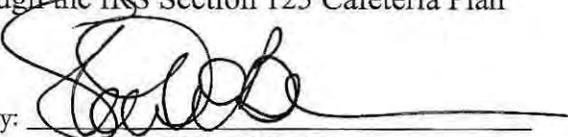
The City provides the minimum employer contribution (MEC) for retirees, currently \$119, and a larger tiered-benefit for active employees. The City's design is common and deemed PEMHCA compliant by using a flexible benefits cafeteria plan, for active contributions in excess of the retiree contribution. It is through the cafeteria plan, that City designates this minimum amount as the medical contribution towards active employees and then contributes the additional benefit through the plan structure for employee to use to pay (deduct from their payroll) for medical benefit premiums in excess of the minimum equal contribution.

This resolution defines the employer's contribution amount to the cafeteria plan in excess of the equal MEC.

Fiscal Impact: Fiscal impacts considered in approval of bargaining unit settlements, increase of \$20 per month in the employee, \$40 per month in the employee + one eligible covered individual, and \$60 per month for the employee + two or more eligible covered individuals.

Recommendation and Requested Action:

Adopt Resolution Recognizing the City of Yreka's 2014 Contribution to Employees Healthcare Costs through the IRS Section 125 Cafeteria Plan

Approved by: 
Steven Baker, City Manager

Supplemental Information –
Cafeteria Plan and CalPERS PEMHCA

Cafeteria Plan

A cafeteria plan, hereafter the Plan, pursuant to Internal Revenue Code Section 125, is an employee benefits program that enables participants the opportunity to purchase certain qualified benefits (e.g., medical health insurance) on a pre-tax basis, thereby reducing their total taxable income and increasing their spendable/take-home income.

Plan participants may participate (if the employer allows) in flexible spending accounts (FSA) to be used for out of pocket medical expenses and dependent care on a pre-tax basis. In an FSA, employees may set aside a pre-established amount of money per plan year on a pre-tax basis. The employee can access their funds in FSA accounts to pay for eligible medical, dependent care, or transportation expenses. Funds set aside in FSA are not subject to federal, state, or payroll taxes for Medicare and Social Security.

Cafeteria Plan allowance

The City agrees to provide tiered Plan model contribution to all benefit eligible employees to participate in the City sponsored medical health benefits under the medical health insurance benefit program and offer employees FSA. Any tax consequences (most likely regarding employees who opt out) resulting from City contributions to the Cafeteria Plan are the sole responsibility of the employee. Any increases to the minimum monthly contribution under PEMHCA will result in a corresponding decrease in the employee's Plan allowance.

Under the CalPERS Health Benefit Program equal contribution option, the City is required under PEMHCA to provide the same benefit to active employees and retired employees (Public Employee Retirement Law Section 22892(b)(1)). The amount designated is the minimum amount required by CalPERS. In 2014, the minimum is \$119. This amount is increased annually on January 1 by a cost-of-living adjustment.

The City provides the minimum employer contribution (MEC) for retirees, currently \$119, and a larger tiered-benefit for active employees (table below). The City's design is fairly common and deemed PEMHCA compliant by using a flexible benefits cafeteria plan, for active contributions in excess of the retiree contribution. It is through the cafeteria plan, that City designates this minimum amount as the medical contribution towards active employees and then contributes the additional benefit through the plan structure for employee to use to pay (deduct from their payroll) for medical benefit premiums in excess of the minimum equal contribution.

Active benefit eligible employees:

The City will contribute an amount to the Plan, on behalf of active employees currently covered by a CalPERS medical policy. The monthly contribution to the flexible benefit plan shall equal to 100% of the premium for the employee and his or her eligible dependents not to exceed the amounts in the following table.

Coverage Level	City Contribution to Flexible Benefit Plan
Employee	\$500.00
Employee + 1 eligible covered individual	\$940.00
Employee + 2 or more eligible covered individuals	\$1195.00

A portion of this amount (the minimum amount each year described above) is specifically designated toward the cost of medical insurance coverage. The City's excess of the MEC contribution to the Plan can only be used for the purchase of City provided medical coverage through CalPERS, except for the employee opt out provision (see below).

Opt Out provision for active benefit eligible employees not covered by a CalPERS medical policy:

The City will continue to contribute \$500 per month to the Plan if the employee can annually show evidence of other substantially equivalent alternate medical coverage. Employees who chose to opt out may receive a cash payment, in lieu of City offered medical insurance coverage.

No changes to retired employees:

The retiree's monthly contribution toward their medical coverage shall be the cost of their monthly health benefit premium less the total amount of the City's contribution on their behalf as described above. In order for a retired employee to be eligible to receive health benefits through the City upon retirement, a retiree must meet the following definition of "annuitant" under CalPERS' requirements:

- a. The employee must be a member of CalPERS; and
- b. The employee must retire within 120 days of separation from employment with the City and begin receiving a monthly retirement allowance from CalPERS.

Summary:

The City will continue to contract with the California Public Employees' Retirement System (CalPERS) for the purpose of providing employees with medical insurance benefits. The City's maximum monthly contribution for each eligible active employee for the purpose of medical insurance will be equal to the minimum MEC required under the Public Employees Medical and Hospital Care Act (PEMHCA).

RESOLUTION NO. _____

**RESOLUTION RECOGNIZING THE CITY OF YREKA'S 2014 CONTRIBUTION TO
EMPLOYEES HEALTHCARE COSTS THROUGH THE IRS SECTION 125 CAFETERIA
PLAN**

WHEREAS, the City Council of the City of Yreka deems it in the best interest of the City, the employees of the City of Yreka to contribute to active employees healthcare cost through a Section 125 Cafeteria Plan and adopt the Cafeteria Plan rates for 2014; and

WHEREAS, the City of Yreka contracts with CalPERS for the purpose of providing employees with medical insurance benefits; and

WHEREAS, as part of contracting with CalPERS for medical health insurance and to meet the requirements of the Public Employees Medical and Hospital Care Act (PEMHCA) Government Code §22892(a) and §22892(b) of the Act, that requires employers to provide the same health benefit to active and retired employees; and

WHEREAS, the City of Yreka contribution for each employee, retiree, or survivor for the 2014 health benefit year shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to the maximum of \$119, (adjusted as necessary to meet the PEMCHA minimum contribution amount); and

WHEREAS, the City of Yreka through its Section 125 Cafeteria Plan meets the requirements set forth by CalPERS and PEMHCA for providing equal contributions for active and retiree health care through use of this plan; and

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Yreka as follows:

Section 125 Cafeteria Plan for the City of Yreka as set forth in the attachment marked Attachment "A", and incorporated by reference.

Passed and adopted this 20th day of March, 2014 by the following vote:

AYES:

NAYS:

ABSENT:

David Simmen
Mayor of the City of Yreka

Attest: _____
Liz Casson, City Clerk

Attachment A

This document is for the City of Yreka Cafeteria Plan 125 Document.

DOLLAR ALLOWANCE

Covered Contractual Agreements for City of Yreka Management, Confidential, Miscellaneous Employees (YCEA) and Yreka Police Officers (YPOA), Sergeants (YPSA) and Administrators (YPA) Employees.

City's Plan Contribution 2014	Active Employee Cafeteria Benefit that includes the MEC	Annuitant MEC
Employee	\$500	\$119
Employee + 1 eligible covered individual	\$940	\$119
Employee + 2 or more eligible covered individuals	\$1195	\$119
Opt Out Contribution	\$500	N/A



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council
Prepared by: City Clerk
Agenda title: Adopt Resolution approving requests associated with Yreka Chamber of Commerce Special Events to be held on June 14, 2014 known as the Yreka Gold Rush Days and on August 29, 2014 known as the Old Time Bluegrass Jubilee.
Meeting date: March 20, 2014

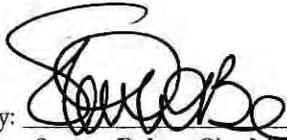
Discussion:

The Chamber of Commerce has submitted the attached request for street closure for their event known as Gold Rush Days to be held June 14, 2014 and for a new event called the Old Time Bluegrass Jubilee to be held August 29, 2014 in conjunction with the Blue Grass Festival that is being held at the Fairgrounds the week of August 25 – September 1, 2014.

Fiscal Impact: The Chamber is requesting the waiver of the Stage rental fee, and there will be labor costs incurred by the Public Works Department for extra trash removal and restroom maintenance due to the increased volume of users during the event. The fiscal impact is estimated to be less than \$500 per event. This amount does not include additional costs that may be incurred by the Yreka Police Department.

Recommendation and Requested Action:

That the Council adopt Resolution as submitted.

Approved by: 
Steven Baker, City Manager

March 4, 2014

Steve Baker, City Manager
City of Yreka
701 Fourth Street
Yreka, CA 96097

Dear Steve,

The Yreka Chamber of Commerce respectfully requests road closures and fee waiver for the use of Miner Street Park and the Community Stage for the following events.

Gold Rush Days 2014 Date: Saturday, June 14th, 2014

Streets closed for Gold Rush Days would be as follows:

- W. Miner from Oregon to Main Street & South Broadway
- W. Miner to Lane Street & 4th Street
- W. Miner to Center Street & Center Street from 4th Street to Main Street.

“No parking” signs will be posted on Wednesday, June 11th, so cars will be off the streets Saturday morning, June 14th. The barriers will be set up at 6:00 am on Saturday, June 14th and taken down by 5:00 pm that same afternoon.

Old Time Bluegrass Jubilee Date: Friday, August 29th, 2014

Also, a new event that we are helping with this year is the Old Time Bluegrass Jubilee, this event will be downtown on Miner Street, various musical groups or individuals will play their music in the street from 5 pm- 9 pm on August 29th. This event coincides with the Bluegrass Festival that is being held at the Fairgrounds the week of August 25-September 1st.

Streets closed for Bluegrass Jubilee would be as follows:

- W. Miner Street from Main St. to Oregon St.
- Fourth St. from W. Miner Street to Center

“No parking” signs will be posted on Wednesday, August 27, so cars will be off the street Friday evening, August 29th. The barriers will be set up at approximately 4:30 pm on Friday, August 29th and taken down by 9:00 pm that same night.

Thank you for your consideration,

Kory Hayden
Executive Director
Yreka Chamber of Commerce

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA
APPROVING REQUESTS ASSOCIATED WITH
YREKA CHAMBER OF COMMERCE SPECIAL EVENTS KNOWN AS THE
YREKA GOLD RUSH DAYS TO BE HELD ON JUNE 14, 2014 AND
THE OLD TIME BLUEGRASS JUBILEE TO BE HELD ON AUGUST 29, 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 Chamber of Commerce (hereafter also referred to as "event sponsor") desires to sponsor the Yreka Gold Rush Days; and the Old Time Bluegrass Jubilee and,

WHEREAS due to the proposed plan submitted for the event, the event sponsor has demonstrated that the following provisions of the Yreka Municipal Code [YMC] are not adversely implicated by this event:

Vehicle controls- YMC Chapter 10.73
Business license-YMC Section 5.04
Sound Amplifying Devices-YMC Chapter 9.28
Temporary Signs-YMC Section 13.16.020.D
Park Regulations YMC Chapter 9.50

WHEREAS, in conjunction with these events, the event sponsor requests the use of the city owned portable stage, community event barricades, and the temporary closure certain city streets; and,

WHEREAS, pursuant to Government Code Section 21101(e) the City Council has authority to designate by resolution a temporary closing of a through street where the closing is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing; and,

WHEREAS, the City Council finds that the closing of the requested streets is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing; and,

WHEREAS, a permissive business license may be granted by the City Council for an event of this nature if the applicant demonstrates good moral character and, that issuance of the license will not be detrimental to the public peace, public health or public morals of the city, which tax is subject to an exemption if the applicant demonstrates that the activity is for charitable purposes or for exhibition on historical subjects whenever the receipts from the activity are to be appropriated for any benevolent purpose within the limits of the city.

WHEREAS, the Yreka Chamber of Commerce has demonstrated to the City its eligibility under YMC 5.04.160, and that the event will not disrupt traffic within the City beyond practical solution; will not interfere with access to fire stations and fire hydrants; the location of the special event will not cause undue hardship to adjacent businesses or residents; the event will not require the diversion of so many public employees that allowing the event would unreasonably deny service to the remainder of the city; and that the Yreka Chamber of Commerce will be using the event to raise funds for funding the Chamber's local events; 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; and

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 directs as follows:

a. Street Closure:

On **June 14, 2014** the following City Streets are ordered closed to through traffic between the hours of 6 am and 5 pm: *Miner Street* between Oregon and Main Street; *South Broadway* from North Street to Butte Street; *Center St.* from Fourth to Main; *Fourth St.* from Miner to Lane; *Lane St.* from Main to Fourth Street; subject to the terms and conditions as set forth hereafter.

On **August 29, 2014** the following City Streets are ordered closed to through traffic between the hours of 5 pm to 9 pm: *Miner Street* between Oregon and Main Street; *Fourth St.* from Miner to Center; subject to the terms and conditions as set forth hereafter.

b. Permission is hereby granted for the use of community stage and (22) event barricades in conjunction with said event contingent upon the event sponsor providing all labor necessary for the set-up and take down of the Stage as well as the placement and removal of the barricades. Event Sponsor shall erect barricades to effectively and safely block traffic on the streets designated for closure. City will provide 22 barricades and the event sponsor will procure the balance. Delivery of the barricades and community stage shall be coordinated with the City of Yreka Event Coordinator.

c. The Chamber is hereby issued a business license for this event and is exempt from the business license tax. This exemption from the tax shall not apply to vendors at the event

unless each vendor can separately demonstrate eligibility for exemption. The Chamber of Commerce may add vendors to their event and the City will work with the Chamber of Commerce to facilitate issuance of the daily business licenses for the event. Event sponsor will be responsible and hold harmless the City for acts of the vendors.

d. Permission is hereby granted for the exclusive use of Miner Street Park for a Horseshoe Tournament from on June 14, 2014 between the hours of 10 am to 4 pm. Subject to the additional terms and conditions as may be required by the Director of Public Works.

- A permit is granted for consumption of alcoholic beverages by patrons of the Horseshoe Tournament event brought by the patrons to the event. There shall be no sales of alcoholic beverages.
- A permit is granted for vendors selected by event sponsor to sell in Miner Street Park during the Horseshoe Tournament. In order to qualify for this permit the sales must be for the benefit of a nonprofit corporation and otherwise not inconsistent with the use of the recreation area and which does not substantially interfere in any manner with the use of the recreation area by the general public, and the revenue on that licensed activity is exempt from tax.

e. 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 hold harmless the City for acts of the volunteers and vendors.

f. The event sponsor is responsible to furnish, place and remove all necessary barricades, furnish, place and remove street closure signs, furnish place and remove extra garbage cans and dispose of garbage, provide emergency access, cleanup all areas used including but not limited to the street.

g. The event sponsor shall comply with all other City of Yreka ordinances; and, shall comply with such further conditions and requirements as may be set by the Chief of Police, and the Director of Public Works.

h. The event sponsor shall not place any paint on the street pavement, curb, gutter, and sidewalk. Any markings on the street pavement, curb, gutter, and sidewalk shall be of a temporary nature and shall be removed by the event sponsor within 7 days after the end of the event.

i. The event sponsor is responsible to personally contact each business that may be potentially affected by this street closure prior to the event.

j. The event sponsor shall be charged for any services required by the Public Works Department in connection with this event. The Director of Public Works is directed prepare a Use and Encroachment Agreement to be signed by the Event Sponsor setting forth the terms of use in accordance with this Resolution.

Section 3. 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 4. The City Manager, the Chief of Police, 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 affect the purposes of this Resolution and the transactions herein authorized.

Section 5. The City Clerk of the City shall forward a copy of this Resolution to the event sponsor Chief of Police, and the Director of Public Works. This resolution shall take effect immediately upon its passage.

Passed and adopted this 20th day of March 2014, by the following vote:

AYES:

NAYS:

ABSENT:

David Simmen,
Mayor

Attest: _____
Elizabeth E. Casson, City Clerk



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council
Prepared by: Steve Neill, Director of Public Works
Agenda title: APPROVE A CONSULTANT AGREEMENT WITH TOM HESSELDENZ AND ASSOCIATES FOR HIGH RESOLUTION AERIAL IMAGERY
Meeting date: March 20, 2014

Discussion:

The Department of Public Works and its consultant, Tom Hesseldenz and Associates, are working on the scope of work for the consultant agreement for the Flood Hazard Reduction (FHR) grant that includes significant mapping and data collection. The agreement is being finalized and is anticipated to be ready for Council consideration in April.

An opportunity exists to combine information needed for the FHR grant with the anticipated data collection for the Geographic Information System (GIS) project. The Department of Public Works proposes to contract with Tom Hesseldenz and Associates to obtain high resolution aerial and LiDAR imagery for both of these immediate projects. This effort would also provide a comprehensive, high quality base map for other functions such as the MS4, Planning Department, and updating various reference prints for the City. The timing is critical because the value of aerial imagery is maximized when sun angles are optimal in the Spring and before the trees are full of leaves.

This work was planned to be completed during the normal course of completing the FHR grant work and GIS work. However, in order not to delay these two projects, it is desired to complete the aerial imagery part of the projects now instead of waiting until next fall. If this expenditure is authorized, the flights are anticipated to occur around the end of March.

Fiscal Impact:

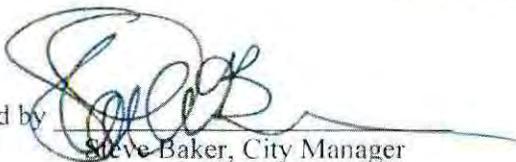
The aerial photogrammetry is expected to cost \$58,750, plus field marking City utilities in advance for a total of approximately \$65,000. Approximately 50% of these services will be reimbursed by the \$5 million Flood Hazard Reduction grant and 50% will be paid for from the existing GIS budget of \$150,000.

Recommendation and Requested Action:

That the Council: Approve a consultant agreement with Tom Hesseldenz and Associates for high resolution aerial imagery.

\\Stlucibox\Company\Steve Neill\Captial Projects- JH\Flood Hazard Reduction Grant\Consultants\Council agenda Memo,THA for aerial.doc

Approved by



Steve Baker, City Manager

AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES

Tom Hesseldenz and Associates

Services to be provided for Yreka Aerial Photogrammetry

THIS AGREEMENT is made and entered into this ____ day of _____, 20__, by and between the City of Yreka, a municipal corporation, hereinafter referred to as "City," and Tom Hesseldenz and Associates, hereinafter referred as "Consultant", with respect to the following facts:

RECITALS:

WHEREAS, City requires the services of a consultant that is licensed and experienced in providing landscape architecture and site planning services; and

WHEREAS, Consultant has the necessary experience in providing professional consulting services and advice on various issues; and

WHEREAS, selection of Consultant is expected to achieve the desired results in an timely fashion; and

WHEREAS, Consultant has submitted a proposal to City and has affirmed its willingness and ability to perform such work.

NOW, THEREFORE, City and Consultant agree as follows:

1. Retention of Consultant. City retains Consultant to perform, and Consultant agrees to render, those services (hereinafter "the services") defined in Exhibit "A," attached hereto and incorporated herein by this reference in accordance with the terms and conditions set forth herein.

2. Standard of Performance. While performing the services, Consultant shall exercise the reasonable professional care and skill customarily exercised by reputable members of Consultant's profession and shall use reasonable diligence and best judgment while exercising its professional skill and expertise.

3. Term. The term of this Agreement shall become effective on the date first written above, and shall remain in effect until project completion.

4. Personnel. Consultant shall furnish all personnel necessary to perform the services and shall be responsible for their performance and compensation. Consultant recognizes that the qualifications and experience of the personnel to be used are vital to professional and timely completion of the services. The key personnel to perform portions of the services shall be assigned at the beginning of the project and shall remain assigned through completion of the services, unless otherwise mutually agreed by the parties in writing, or caused by hardship or resignation in which case substitutes shall be subject to City approval.

5. Subcontracting. Consultant shall not subcontract any portion of the work required by this Agreement, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

6. Contract Administration. A designee of the City will be appointed in writing by the City's Director of Public Works to administer this Agreement on behalf of City and shall be referred to herein as Contract Administrator.

7. Compensation – Payment. In consideration for the performance of the services, City shall pay Consultant on a time and materials basis not-to-exceed \$ 58,750, in accordance with its standard fee schedule as shown in Exhibit A.

Compensation shall be based on the Consultant's current fee schedule for professional services, Consultant's initial estimate of work, and signed authorization to proceed from the City. Any increase or decrease in the scope of work beyond the amount shown in the authorization to proceed must be approved in writing by each party. Consultant shall not be entitled to any additional compensation if work is performed prior to a signed written authorization from the City.

Invoices may be rendered monthly and shall be payable in the normal course of City business.

8. Work Assignments. Work shall be undertaken only as specifically authorized in writing by the City. City shall be afforded the opportunity to revise project budget, scope, or make other changes City desires before charges for work have exceeded 80% of the original cost. Consultant retains the right to reject specific assignments and rejection of an assignment does not terminate this Agreement.

9. Prevailing Wage. If applicable, Consultant and all subconsultants are required to pay the general prevailing wage rates of per diem wages and overtime and holiday wages determined by the Director of the Department of Industrial Relations under Section 1720 et seq. of the California Labor Code. The Director's determination is on file and open to inspection in the office of the City Clerk and is referred to and made a part hereof; the wage rates therein ascertained, determined and specified are referred to and made a part hereof as though fully set forth herein.

10. Independent Contractor. Consultant shall at all times during its performance of the services retain its status as independent contractor. Consultant's employees and agents shall under no circumstances be considered or held to be employees or agents of City, and City shall have no obligation to pay or withhold state or federal taxes or provide workers' compensation or unemployment insurance for or on behalf of them or Consultant.

Consultant (including all principals, associates and professional employees) covenants and represents that it does not have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source

or income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

- a. will conduct research and arrive at conclusions with respect to his/her rendition of information, advice, recommendations, or counsel independent of the control and direction of the City or of any City official, other than normal agreement monitoring; and
- b. possesses no authority with respect to any City decision beyond rendition of information, advice, recommendation, or counsel.
- c. does not make or participate in the making of any governmental decisions regarding approval of a rate, rule, or regulation, the adoption or enforcement of laws;
- d. does not make or participate in the issuance, denial, suspension or revocation of permits, licenses, applications, certificates, approvals, orders, or similar authorization or entitlement;
- e. does not make or participate in authorizing the City to enter into, modify, or renew a contract;
- f. does not make or participate in granting City approval to a contract that requires City approval and to which the City is a party, or to the specifications for such a contract;
- g. does not make or participate in granting City approval to a plan, design, report, study, or similar item;
- h. does not make or participate in adopting, or granting City approval of, policies, standards, or guidelines for the City or for any subdivision thereof.
- i. does not serve in a staff capacity with the City and in that capacity participate in making a governmental decision or otherwise perform the same or substantially all the same duties for the City that would otherwise be performed by an individual holding a position specified in the City's Conflict of Interest Code under Government Code Section 87302.

In the event the City officially determines that Consultant must disclose its financial interests by completing and filing a Fair Political Practices Commission Form 700, Statement of Economic Interests, Consultant shall file the subject Form 700 with the City Clerk's Office pursuant to the written instructions provided by the Office of the City Clerk.

11. **Indemnification.** To the fullest extent permitted by law, Consultant shall indemnify, defend (with independent counsel approved by the City) and hold harmless the City and its directors, officers, and employees, from and against all liabilities (including without limitation all claims, losses, expenses, damages, penalties, fines, and judgments, associated investigation and administrative expenses, and defense costs, including but not limited to reasonable attorneys fees, court costs, and costs of alternative dispute resolution) regardless of nature or type that arise out of, pertain to, or relate to the negligence, reckless, or willful misconduct of the Consultant or the acts or omissions of any employee, agent, or subcontractor of the Consultant. The provisions

of this paragraph survive completion of the services or the termination of this contract and are not limited by other insurance provisions in this contract.

12. Insurance. The following provisions already occur in Exhibit C.

(a) Requirement. Consultant shall procure and maintain during the period of performance of this contract and for 24 months following completion, insurance from insurance companies authorized to do business in the State of California, as set forth in this section and Exhibit "C", attached hereto and incorporated hereafter by this reference. These policies shall be primary insurance as to the City so that any other coverage held by the City shall not contribute to any loss under Consultant's insurance.

13. Business Tax. Consultant understands that its performance of the services constitutes doing business in the City of Yreka, and it shall therefore register for and pay a business license tax pursuant to Chapter 5.04 of the Yreka Municipal Code.

14. Records Retention. Consultant shall maintain complete and accurate records with respect to costs incurred under this Agreement and all such records shall be clearly identifiable. Consultant shall allow a representative of City or its project funding agencies, during normal business hours, to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

15. Time of Essence. Time is of the essence for each and every provision of this Agreement.

16. City's Right to Employ Other Consultants. City reserves the right to employ other consultants in connection with the project.

17. Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, description, computer program data, input record data, written information, and other materials either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant, except as otherwise directed by the Contract Administrator. Nothing furnished to Consultant that is otherwise known to the Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the project, or any publicity pertaining to the services or the project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of the City.

18. Conflict of Interest. Consultant warrants that by execution of this Agreement, that they have no interest, present or contemplated, in the projects affected by the above-described project.

19. Solicitation. Consultant represents and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant.

to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability.

20. General Compliance with Laws. Consultant shall keep fully informed of federal, state and local laws and ordinances and regulations which in any manner affect those employed by Consultant, or in any way affect the performance of services by Consultant pursuant to this Agreement. Consultant shall at all times observe and comply with all such laws, ordinances, and regulations and shall be responsible for the compliance of Consultant's services with all applicable laws, ordinances and regulations. Consultant shall abide by special funding conditions of the funding agencies as may be required.

21. Amendments. This Agreement may be amended or supplemented only by written documents signed by both parties.

22. Termination. This Agreement may be terminated by either party upon thirty (30) days prior written notice to the other party.

In the event of a substantial failure of performance by Consultant, City may terminate this Agreement upon a ten (10) day written notice to Consultant.

This Agreement may be terminated by City at any time upon written notice to Consultant if City decides to abandon or indefinitely postpone the project.

In the event of termination, City shall determine and pay to Consultant as full payment for all work performed and all expenses incurred hereunder the amount which bears the same ratio to the maximum fee otherwise payable under this Agreement as the ratio which the work actually rendered bears to the totality of the services which would have been rendered had the Agreement been fully performed. In ascertaining the work actually rendered through the termination date, City shall consider completed work, work in progress and complete and incomplete reports and other documents only after delivery to City.

23. Ownership of Documents. All reports, maps, drawings and other contract deliverables prepared under this Agreement by Consultant shall be and remain the property of City upon City's compensation of Consultant for its services as herein provided. Consultant shall not release to others information furnished by City without prior approval of the Contract Administrator. The Consultant may keep a copy of all drawings and specifications for its sole and exclusive use.

24. Venue. Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in a court of competent jurisdiction in the County of Siskiyou, State of California, and the parties hereby

waive all provisions of law providing for a change of venue in such proceedings to any other county.

25. Notices. Service of any notices, bill, invoice or other documents required or permitted under this Agreement shall be sufficient if sent by one party to the other by United States mail, postage prepaid and addressed as follows:

City
Steven D. Neill, P.E.

Director of Public Works
701 Fourth Street
Yreka, CA 96097

Consultant
Thomas F. Hesseldenz, Owner/Principal
Tom Hesseldenz and Associates
PO Box 202
Mt. Shasta, CA 96067

26. Successors and Assigns. It is mutually understood and agreed that this Agreement shall be binding upon City and Consultant and their respective successors and assigns. Neither this Agreement nor any part hereof nor any monies due or to become due hereunder may be assigned by Consultant without the prior written consent of the Contract Administrator.

27. Nondiscrimination. During Consultant's performance of this Agreement, Consultant shall not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sex or sexual orientation, in the selection and retention of employees and subconsultants and the procurement of materials and equipment, except as provided in Section 12940 of the California Government Code. Further Consultant agrees to conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

28. Severability. Each provision, term, condition, covenant and/or restriction, in whole and in part, in this Agreement shall be considered severable. In the event any provision, term, condition, covenant and/or restriction in whole or in part, in this Agreement is declared invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Agreement and shall not affect any other provision, term, condition, covenant or restriction of this Agreement and the remainder of the Agreement shall continue in full force and effect.

29. Authority. The individuals executing this Agreement and the instruments referenced herein on behalf of Consultant each represent and warrant that they have the legal power, right, capacity and actual authority to bind Consultant to the terms and conditions hereof and thereof.

30. Entire Agreement. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings or agreements of the parties. Neither party has been induced to enter into this Agreement by, and neither party is relying on, any representation or warranty outside those expressly set forth in this Agreement.

IN WITNESS WHEREOF City and Consultant have caused this Agreement to be duly executed on the day and year first above written.

CITY OF YREKA,
a municipal corporation

Tom Hesseldenz and Associates, CONSULTANT,
a sole-proprietorship

By: _____
Steve Baker, City Manager

By: _____
Thomas F. Hesseldenz, Owner/Principal

Attest: _____
Liz Casson, City Clerk

\\sluicebox\Company\Steve Neill\Captial Projects- JH\Flood Hazard Reduction Grant\Consultants\THA\THA for FHR Aerial Photogrammetry Professional Consulting Agreement 3-2014 the edits.doc

Exhibit A – Scope of Services
Exhibit B – City of Yreka Insurance Requirements for Consultants

DRAFT

EXHIBIT A

Scope of and Terms for Services

**Tom
Hesseldenz &
Associates**

Ecologically-Sustainable Landscape Architecture and Site Planning Services
Parks & Greenways • Trails • Ponds • Healing Gardens • Lodges & Estates
Stream and Natural Area Restoration • Wetland & Stormwater Mitigation

Aerial Photogrammetry (FHR) Project

PROJECT SCOPE

The scope of the Aerial Photogrammetry Project consists of planning, managing, and acquiring high resolution aerial imagery for a broad spectrum of projects to include an integrated greenway design, stream corridor restoration, and flood hazard reduction for the City. This will create an accurate terrain surface, collect high resolution imagery, and facilitate the eventual collection of key features such as structures, roads, and those related to flood control planning like hydrology, headwalls, and bridge abutments. The project area for mapping is approximately 12,600 acres in size or 19.69 square miles.

This effort will acquire and deliver a terrain surface (TIN), contours, DTM, and high resolution orthophotography using photogrammetric methods. This method includes the collection of hard terrain break lines for curbs, walls, and other sharp terrain features influencing engineering and/or floodplain hydrologic model planning.

To do this THA will:

Task 1. Mapping Coordination and Control Points

- Coordinate mapping task to meet multiple project objectives
- Set appropriate field points for aerial data acquisition to provide survey ground control for Base Project.

Task 2. Aerial Data Acquisition

- Collect aerial imagery and deliver it in accordance with Base Project described in the attached proposal from 3Di, GeoTerra Mapping Group.

COLLABORATIVE TEAM

Tom Hesseldenz and Associates (THA) will utilize a collaborative team approach to the Project, with appropriately licensed consultants from several different firms that will serve as sub-consultants to THA. Team members are listed below.

- Tom Hesseldenz, landscape architect and team leader, Tom Hesseldenz and Assoc.

(THA)

- Larry Schlumberger and Brian Christensen, surveyors, Foresight Surveying/State of Jefferson Surveying (SOJ)
- Dave LaPlante, GIS consultant, Natural Resource Geospatial (NRG)
- Marcus Glass, aerial mapping, GeoTerra Mapping Group (3Di)

THA BUDGET

Task	THA	SOJ	NRG	3Di	Total
TASK 1. Mapping Coordination and Control Points:	2,400	3,600	2,000		
Subtotal	2,400	3,600	2,000	0	8,000
TASK 2. Aerial Data Acquisition:	2,400			48,350	
Subtotal	2,400			48,350	50,750
TOTAL	4,800	3,600	2,000	48,350	58,750

FEE SCHEDULES

Tom Hesseldenz and Associates:

Principal (Tom Hesseldenz)	\$110/hr
Associate (Syd Sloan)	\$75/hr
Clerical (Syd Sloan)	\$45/hr
Sub-consultants (see below)	Cost + 10%

Expenses:

Drawings plotted on 11"x17" bond paper	\$1/sheet
Drawings plotted on 24"x36" bond paper	\$6/sheet
Drawings copied onto 24"x36" bond paper—black and white	\$2/sheet
Drawing copies through copy service (including mylar)	Cost + 10%
Drawing/document copies on CD	\$5/CD

State of Jefferson Land Survey (Foresight):

Senior Surveyor (Larry Schlumberger)	\$90/hr
Surveyor (Brian Christensen)	\$75/hr

Natural Resource Geospatial:

GIS analysis and systems development (Dave LaPlante)	\$100/hr
GPS field services (Dave LaPlante)	\$85/hr
GPS field equipment rate	\$15/hr
Expenses	(same as THA)

EXHIBIT "B"

City of Yreka Insurance Requirements For Professional Services

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, or employees.

Minimum Scope and Limit of Insurance

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. *(Not required if consultant provides written verification it has no employees)*
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than **\$1,000,000** per occurrence or claim, \$2,000,000 aggregate.

If the Consultant maintains higher limits than the minimums shown above, the Entity requires and shall be entitled to coverage for the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Entity.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

Primary Coverage

For any claims related to this contract, the **Consultant's insurance coverage shall be primary** insurance as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to the Entity.**

Waiver of Subrogation

Consultant hereby grants to Entity a waiver of any right to subrogation which any insurer of said Consultant may acquire against the Entity by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Entity has received a waiver of subrogation endorsement from the insurer.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the Entity. The Entity may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the Entity.

Claims Made Policies

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.*
3. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *five (5) years* after completion of contract work.

Verification of Coverage

Consultant shall furnish the Entity with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the Entity before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The Entity reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Subcontractors

Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that Entity is an additional insured on insurance required from subcontractors.

Special Risks or Circumstances

Entity reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

March 12, 2014

Tom Hesseldenz
Tom Hesseldenz & Associates
P.O. Box 202
Mount Shasta, California 96067

Re: Statement of Work for Aerial Mapping Services – City of Yreka, California

Tom,

3Di provides this Statement of Work (SOW) for aerial mapping services of Yreka, California for your review and consideration. This SOW supports current efforts by the City to perform a broad spectrum of projects and requirements to include an integrated greenway design, stream corridor restoration, and flood hazard reduction for the City. Critical to this effort is an accurate terrain surface, high resolution imagery, and the eventual collection of key features such as structures, roads, and those related to flood control planning like hydrology, headwalls, and bridge abutments. The project area for mapping is approximately 12,600 acres in size or 19.69 square miles.

Base Proposal

Our base proposal is focused on the acquisition and delivery of a terrain surface (TIN), contours, DTM, and high resolution orthophotography using photogrammetric methods. This method includes the collection of hard terrain break lines for curbs, walls, and other sharp terrain features influencing engineering and/or floodplain hydrologic model planning. As an option, the photogrammetric method also provides an accurate method for collection of feature data layers to include utilities, structures, roads, sidewalks, parking lots, etc.

Base Project – Critical Tasks

- Color orthophotography at a pixel resolution of 0.25', map scale of 1" = 40'
- Terrain surface, DTM, and contours at a 1' contour interval

Optional Task

- Feature data collection in accordance with project layer list (attached)

Optional task would be executed upon notification; cost as stated in SOW is good for one (1) year after acquisition of project imagery and completion of Base Project work.

Deliverables – Base Project

1. AutoCAD TIN in AutoCAD or Civil 3D .XML format
2. Contours at 1' Interval – delivered in AutoCAD .dwg format
3. Preliminary Orthophotography at 0.25' (3") resolution in SID/SDW mosaic format
4. Color Orthophotography at 0.25 foot (3") resolution in GeoTIFF uncompressed format
5. Color Orthophotography at 0.25 foot (3") resolution in SID/SDW compressed format
6. Flight Plan with lines, exposures, and control points in AutoCAD .dwg format (or ArcGIS shape file)
7. Project Metadata – standard 3Di format (PDF) with technical details of project

Deliverables – Optional Task

- a. Feature data in AutoCAD .dwg format per attached layer list

All data will be delivered on standard media (DVD or USB 2.0 hard drive).

Data Acquisition

Data acquisition will be performed before leaf-on in the spring of 2014; it is anticipated this window of opportunity will be during late March or very early in April depending upon project approval and local weather and vegetation conditions. 3Di will utilize a digital, large format aerial mapping camera for acquisition of imagery. The system is gyro-stabilized and utilizes GPS for precise exposure control and flight line alignment. The imagery will be acquired at a ground sample distance (GSD) of 6cm in stereo with a 80% endlap and a 30% sidelap.

Survey Control

3Di will work with the client and a local client selected surveyor for surveying sufficient control points to control this work at the stated accuracy levels. The project will require the surveying and premarking of ground control points, as well as quality control point which will not be premarked. The control is used to perform a final adjustment of the data set as well as to provide a quality control measure for final products. Both acquisition systems use Airborne GPS (AGPS) and IMU (inertial measurement unit) for control of the data set with AGPS providing location and the IMU provide sensor orientation.

- Required X/Y/Z Premarked Survey Control Points = 14
- Required X/Y/Z Quality Control Points = 25

Specifications for premarked ground control points and quality control points will be provided. QC points are normally collected using GPS RTK points with a vertical and horizontal accuracy of +/- 0.10' on hard paved surfaces.

Orthophotography

Color orthophotography will be generated for the project area at a ground pixel resolution of 0.25' using the new color photography. The ortho imagery will be cleaned and balanced to merge all of the individual tiles into one matching image for the compressed image delivery. The digital orthophoto data for the project area will be delivered on CD-ROM in GeoTIFF format with a TFW reference file for each tile along with a compressed version in SID/SDW format with all the tiles provided in one image mosaic.

In addition to the final orthophoto products, we will provide a preliminary orthophoto product at approximately flight + 30 days. This product can be used as an interim product until final imagery is delivered. The preliminary orthophoto is delivered as a SID/SDW image mosaic; it is not color balanced, seam lines are rough, and the DTM used for rectification is preliminary.

Terrain Data

3Di will collect a full DTM consisting of mass points and 3D terrain break lines. Some photogrammetric point cloud technology will be utilized in support of the terrain products. The DTM will be used to generate a TIN terrain surface and then subsequent terrain related products. We will deliver 1' engineering grade contours, the core DTM, and a TIN terrain surface in AutoCAD or Civil3D format.

Schedule

The complete Base project will be delivered within 60 days of acquisition (orthophotography and terrain surface / contours / DTM).

The preliminary orthophotography will be delivered within 30 to 35 days of acquisition.

Project Accuracy and Certification

This project has been planned to meet ASPRS Class I accuracy standards for the intended map scale and contour interval. The map will be certified by a Certified Photogrammetrist (ASPRS).

- Vertical and horizontal accuracy of visible and identifiable ground surface spot elevations
Map Scale of 1" = 40' / Contour Interval of 1.0'
= +/- 0.25'
- Accuracy of 1' contour lines (elevation at contour)
= +/- 0.50'
- Accuracy of 0.25' Color Orthophotography
= +/- 0 to 3 Pixels = 0.0' to 0.75'

Optional Task – Feature Data Collection

The feature data collection task can be added at any time within one (1) year of data acquisition. Features will include: structures, roads, parking lots, driveways, sidewalks, surface utilities, hydrology, vegetation canopy, tanks, poles, headwalls, bridge abutments, and visible culverts. Feature data delivery will be in CAD format.

Project Cost – Base Project

- Base Project
 - Terrain Surface Mapping \$35,350
 - Color Orthophotography \$12,250
 - Management and Administration \$750

Total Project Cost – Base Project = \$48,350

- *Client is providing survey ground control and QC points for Base Project*
- Optional Task
 - Feature Data Collection \$30,000

Total Project Cost with Option = \$78,350

We appreciate the opportunity to present this SOW for your review and consideration. Please contact Bret Hazell at (541) 343-8877 or Marcus Glass at (503) 577-2613 if you have any questions or if you would like us to proceed.

3Di | GeoTerra Mapping Group



Bret Hazell, CP, RPP, SP
President

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Project Area – (yellow = mapping boundary)

