

YREKA CITY COUNCIL
AGENDA

August 4, 2016 – 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 the time for public comments. Council may ask questions but may take no action during the public comment section of the meeting, except to direct staff to prepare a report or place an item on a future agenda. If you are here to make comments on a specific agenda item, you may speak at that time. If not, this is the time. Please limit your remarks to 5 minutes.

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/ratification of payments issued from July 22 through August 4, 2016.
 - b. Approval of Minutes of the meeting held July 21, 2016.
 - c. Authorize Mayor to Execute the 2016 Local Agency Biennial Notice Indicating No Amendments are required to the City's Conflict of Interest Code.
2. Presentation – Siskiyou County Economic Development Council – update regarding activities.
3. Discussion/Possible Action – Fiscal Years Ending June 30, 2017 and 2018:
 - a. Adopt Resolution setting forth the Appropriations Limit for the City of Yreka for Fiscal Year 2016 – 2017.
 - b. Adopt Resolution adopting the Budget for Fiscal Years Ending June 30, 2017 and 2018.
 - c. Adopt Resolution establishing payments relating to Yreka Volunteer Fire Department Call out payments Pursuant to Ordinance No. 804.
 - d. Adopt Resolution approving the updated 2016-2017 Salary Schedule for Part-Time Employees.

City Manager Report

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

CLOSED SESSION:

1. Conference with Legal Counsel - Anticipated Litigation

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

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

Adjournment.

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

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

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

Accounts Payable

Computer Check Proof List by Vendor

User: lysandra
 Printed: 07/28/2016 - 12:51PM
 Batch: 00010.07.2016



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1527 FPA-90496	ACME COMPUTER INV FPA-90496	3,480.00	08/05/2016	Check Sequence: 1 01-050-0000-525-000	ACH Enabled: False
	Check Total:	3,480.00			
Vendor: 1011 LMED1298478	AMERICAN LINEN INV LMED1298478	29.11	08/05/2016	Check Sequence: 2 01-200-0000-526-000	ACH Enabled: False
	Check Total:	29.11			
Vendor: 1012 110210	AMERICAN VETERINARY HOSPITAL INV 110210 - DOG EXAM	82.40	08/05/2016	Check Sequence: 3 01-230-0000-416-000	ACH Enabled: False
	Check Total:	82.40			
Vendor: 2211 6400	APPLY-A-LINE INC INV 6400 - PAINT (20 GAL. OF RED & 95 GA	1,941.30	08/05/2016	Check Sequence: 4 24-320-0000-416-001	ACH Enabled: False
	Check Total:	1,941.30			
Vendor: 4301 8309324	AT&T CALNET INV 8309324	28.66	08/05/2016	Check Sequence: 5 01-200-0000-517-000	ACH Enabled: False
	Check Total:	28.66			
Vendor: 6021 1606499 1606666 1607061 1607198 1607214 1607215	BASIC LABORATORY INC INV 1606499 - WKLY EFFLUENT TESTING F INV 1606666 - WKLY EFFLUENT TESTING F INV 1607061 - WKLY EFFLUENT TESTING F INV 1607198 - WKLY EFFLUENT TESTING F INV 1607214 - MO. YREKA CREEK TESTINC INV 1607215 - MO.EFFLUENT TESTING	135.40 135.40 135.40 135.40 996.00 249.00	06/30/2016 08/05/2016 08/05/2016 08/05/2016 08/05/2016 08/05/2016	Check Sequence: 6 80-560-0000-416-001 80-560-0000-416-001 80-560-0000-416-001 80-560-0000-416-001 80-560-0000-416-001 80-560-0000-416-001	ACH Enabled: False
	Check Total:	1,786.60			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1024	BAY ALARM COMPANY			Check Sequence: 7	ACH Enabled: False
REISSUE 107634	ACCT 641266 6/16	30.00	06/30/2016	01-350-0000-517-004	
REISSUE 107634	ACCT 641166 6/16	30.00	06/30/2016	01-020-0000-517-004	
	Check Total:	60.00			
Vendor: 1031	CHRIS BETTS			Check Sequence: 8	ACH Enabled: False
TRNG 8/22-23	TRNG 8/22-23 KLAMATH FALLS	285.00	08/05/2016	01-200-0000-513-000	
	Check Total:	285.00			
Vendor: 1820	BICKMORE			Check Sequence: 9	ACH Enabled: False
BRS-0013879	INV BRS-0013879 - ACTUARIAL VALUATIO	6,300.00	08/05/2016	01-030-0000-525-000	
	Check Total:	6,300.00			
Vendor: 1041	RON BLACK			Check Sequence: 10	ACH Enabled: False
08/05/16	AUGUST 2016	689.50	08/05/2016	01-200-0000-521-004	
	Check Total:	689.50			
Vendor: 1043	BUDGE-MCHUGH			Check Sequence: 11	ACH Enabled: False
157613	INV 157613 - (3) REPAIR CLAMPS 6.35X8 &	1,157.01	08/05/2016	70-500-0000-420-010	
	Check Total:	1,157.01			
Vendor: 1697	BUDGET INN			Check Sequence: 12	ACH Enabled: False
07/11/16	1 HOTEL VOUCHER - 07/11/16	69.44	08/05/2016	02-200-1007-561-020	
	Check Total:	69.44			
Vendor: 1057	CDW-G COMPUTING SOLUTIONS			Check Sequence: 13	ACH Enabled: False
DQZ5005	INV DQZ5005 - KEYBOARD	55.84	08/05/2016	01-220-0000-515-000	
DRB2195	INV DRB2195 - HDMI CABLE & ADAPTER	44.80	08/05/2016	01-050-0000-515-000	
	Check Total:	100.64			
Vendor: 3065	CITY OF YREKA - PETTY CASH			Check Sequence: 14	ACH Enabled: False
08/05/16	CHEVRON - FUEL	10.00	08/05/2016	01-010-0000-512-000	
08/05/16	REIMBURSE FINGERPRINTING	40.00	08/05/2016	01-470-0000-525-000	
08/05/16	HANDYSTOP - FUEL	15.00	08/05/2016	70-500-0000-420-006	
08/05/16	WALMART - CHALK	1.52	08/05/2016	20-390-0000-420-000	
	Check Total:	66.52			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1071 90470237	CMRS - POC PREPAY ACCT #90470237	6,000.00	08/05/2016	Check Sequence: 15 01-020-0000-515-001	ACH Enabled: False
	Check Total:	6,000.00			
Vendor: 1073 2894013	COASTWIDE LABORATORIES INC INV 2894013 - PAPER TOWELS	58.97	08/05/2016	Check Sequence: 16 01-080-0000-516-001	ACH Enabled: False
	Check Total:	58.97			
Vendor: 2272 TRNG 8/22-23	TRAVIS COOKE TRNG 8/22-23 KLAMATH FALLS	285.00	08/05/2016	Check Sequence: 17 01-200-0000-513-000	ACH Enabled: False
	Check Total:	285.00			
Vendor: 1081 11159	COWLEY D & L INC INV 11159 - 7.5 GAL. OF AQUANEAT	306.38	08/05/2016	Check Sequence: 18 20-313-0000-416-000	ACH Enabled: False
	Check Total:	306.38			
Vendor: 1093 72182 72182	DATA TICKET INC INV 72182 - JUNE 2016 INV 72182 - JUNE 2016	150.00 -85.00	06/30/2016 06/30/2016	Check Sequence: 19 24-200-0000-526-005 24-000-0000-825-000	ACH Enabled: False
	Check Total:	65.00			
Vendor: 2393 76920	DIAMOND STEEL CO INC INV 76920 - HOSE REEL BRAKE ASSEMBL	215.52	08/05/2016	Check Sequence: 20 01-350-0000-520-000	ACH Enabled: False
	Check Total:	215.52			
Vendor: 1116 2257692 2263811	DRY CREEK LANDFILL INC INV 2257692 - SLUDGE DISPOSAL FEE FOR INV 2263811 - SLUDGE DISPOSAL FEE FOR	1,308.96 2,156.40	06/30/2016 08/05/2016	Check Sequence: 21 80-560-0000-420-006 80-560-0000-420-006	ACH Enabled: False
	Check Total:	3,465.36			
Vendor: 1386 35209F 35209G	EXECUTIVE COMMUNICATION SYSTEMS INV 35209F - 15/16 CONTRACT INV 35209G - 16/17 CONTRACT	1,414.00 1,414.00	06/30/2016 08/05/2016	Check Sequence: 22 01-200-0000-525-001 01-200-0000-525-001	ACH Enabled: False
	Check Total:	2,828.00			
Vendor: 1916 209688	G & G HARDWARE (POLICE) INV 209688 - FASTENERS	8.27	08/05/2016	Check Sequence: 23 01-200-0000-516-000	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	8.27			
Vendor: 1917	G & G HARDWARE (PW - NEW ACCT)			Check Sequence: 24	ACH Enabled: False
208703	INV 208703 - PAINT TRAY AND LINERS, FO.	33.72	06/30/2016	20-390-0000-420-000	
208747	INV 208747 - FASTENERS FOR METER INST	17.11	06/30/2016	70-500-0000-450-001	
208752	INV 208752 - FLOETROL ADDITIVE, WHITE	40.11	06/30/2016	20-390-0000-420-000	
208769	INV 208769 - HOT LOVOC CEMENT FOR W.	8.05	06/30/2016	71-500-0000-450-001	
208770	INV 208770 - DOUBLE DUTY CONTROL SPI	85.99	06/30/2016	20-390-0000-420-000	
208771	INV 208771 - ADAPTERS 2" (2) FOR SHASTA	3.85	06/30/2016	01-400-0000-416-018	
208779	INV 208779 - SOCKET AND FASTENERS FOI	24.09	06/30/2016	71-500-0000-450-001	
208841	INV 208841 - FASTENERS FOR POOL BLDG.	27.35	06/30/2016	01-420-0000-416-000	
208895	INV 208895 - TRAFFIC LATEX WHITE MARI	42.70	06/30/2016	24-320-0000-520-000	
208899	INV 208899 - ADAPTERS AND ELBOWS FOI	14.15	06/30/2016	01-370-0000-521-000	
208900	INV 208900 - PVC PIPE FOR VENTING INST.	8.59	06/30/2016	01-370-0000-521-000	
208906	INV 208906 - COUPLER & ELBOW FOR VEN	6.54	06/30/2016	01-370-0000-521-000	
208923	INV 208923 - TRAFFIC MARKING PAINT FO	53.19	06/30/2016	20-390-0000-420-000	
208941	INV 208941 - SCH40 CAPS FOR PARK IRRIG	7.55	06/30/2016	01-400-0000-416-018	
209034	INV 209034 - PIPE, POLY TUBING, ELBOWS	128.79	06/30/2016	01-080-0000-521-000	
209039	INV 209039 - STAKE WIRE HOOK, BUSINGS	28.44	06/30/2016	01-080-0000-521-000	
209058	INV 209058 - ELBOWS, TEES, BUSHINGS, &	7.43	06/30/2016	01-080-0000-521-000	
209075	INV 209075 - ELBOWS & BARBCONN FOR C	10.19	06/30/2016	01-080-0000-521-000	
209128	INV 209128 - PVC ELBOWS FOR CAMP HOS	10.28	06/30/2016	01-400-0000-420-000	
209152	INV 209152 - COUPLERS FOR CAMP HOST I	6.43	06/30/2016	01-400-0000-420-000	
209204	INV 209204 - ELBOWS, BUSHINGS, NIPPLES	8.65	06/30/2016	01-400-0000-420-000	
209269	CREDIT MEMO 209269 - RETURNED FASTE	-20.47	06/30/2016	01-420-0000-521-000	
209297	INV 209297 - SAWZAL 4" BLADE & HOSE FO	35.13	06/30/2016	71-500-0000-450-001	
209317	INV 209317 - ROUND POINT SHOVEL FOR V	27.94	08/05/2016	01-400-1028-516-000	
209318	INV 209318 - ADAPTERS, NIPPLES, O-RING,	43.78	08/05/2016	01-400-0000-416-018	
209406	INV 209406 - (1) 40LB. PAIL OF VINYL CON	16.11	08/05/2016	01-420-0000-416-000	
209472	INV 209472 - FASTENERS FOR WATER MET	1.42	08/05/2016	71-500-0000-450-001	
209485	INV 209485 - WASH/HORNET SPRAY (2) CAI	10.73	08/05/2016	01-400-0000-416-000	
209636	INV 209636 - HALOGEN BULBS (3) 70W FOI	32.22	08/05/2016	01-420-0000-521-000	
209637	INV 209637 - WASP/HORNET SPRAY (12) CA	8.28	08/05/2016	01-080-0000-521-000	
209637	INV 209637 - WASP/HORNET SPRAY (12) CA	8.28	08/05/2016	20-312-0000-420-000	
209637	INV 209637 - WASP/HORNET SPRAY (12) CA	8.28	08/05/2016	24-320-0000-416-000	
209637	INV 209637 - WASP/HORNET SPRAY (12) CA	8.27	08/05/2016	70-500-0000-416-000	
209637	INV 209637 - WASP/HORNET SPRAY (12) CA	8.27	08/05/2016	70-510-0000-416-000	
209637	INV 209637 - WASP/HORNET SPRAY (12) CA	8.27	08/05/2016	80-550-0000-416-000	
209637	INV 209637 - WASP/HORNET SPRAY (12) CA	8.27	08/05/2016	80-560-0000-416-000	
209644	CREDIT MEMO - RETURNED (2) HALOGEN	-21.48	08/05/2016	80-560-0000-416-000	
209777	INV 209777 - WEATHERSTRIPPING FOAM/T	7.50	08/05/2016	01-080-0000-521-000	
209814	INV 209814 - DRILL BITS FOR BLDG. MAIN	18.26	08/05/2016	01-080-0000-521-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
209861	INV 209861 - PVC40 BUSHINGS FOR METE	5.77	08/05/2016	71-500-0000-450-001	
209903	INV 209903 - SPRINKLER POP-UPS FOR ELI	8.58	08/05/2016	01-400-0000-416-018	
209904	CREDIT MEMO 209904 - RETURN (1) SPRIN	-4.29	08/05/2016	01-400-0000-416-018	
209906	INV 209906 - COUPLERS, ADAPTERS, CEMI	55.38	08/05/2016	70-500-0000-420-010	
209907	INV 209907 - ADAPTERS & NIPPLES FOR M	3.83	08/05/2016	70-500-0000-420-010	
209969	INV 209969 - MULTIPURPOSE 9" SNIPS FOR	32.23	08/05/2016	01-400-1028-516-000	
209990	INV 209990 - PUSH BROOM (1) FOR STREE	8.60	08/05/2016	20-310-0000-420-001	
209990	INV 209990 - PUSH BROOM (1) FOR STREE	8.60	08/05/2016	70-500-0000-416-000	
209990	INV 209990 - PUSH BROOM (1) FOR STREE	8.59	08/05/2016	80-550-0000-416-000	
210063	INV 210063 - FASTENERS & PLASTIC GLUE	46.20	08/05/2016	01-420-0000-520-000	
210172	INV 210172 - FASTENERS FOR METER REPI	25.67	08/05/2016	71-500-0000-450-001	
210180	INV 210180 - FASTENERS FOR WATER MET	6.45	08/05/2016	71-500-0000-450-001	
210181	INV 210181 - POP-UPS, SADDLE TEES, & SE	40.65	08/05/2016	01-420-0000-521-000	
210192	INV 210192 - FASTENERS FOR WATER MET	12.90	08/05/2016	71-500-0000-450-001	
210296	INV 210296 - FASTENERS FOR WATER MET	19.35	08/05/2016	71-500-0000-450-001	
	Check Total:	1,060.77			
Vendor: 1902	G & G HARDWARE (WWTP)			Check Sequence: 25	ACH Enabled: False
208822	INV 208822 - PIPE & HOSE CLAMPS FOR W	19.95	06/30/2016	80-560-0000-420-003	
209562	INV 209562 - DECK BRUSH W/ HANDLE FO	8.05	08/05/2016	80-560-0000-420-003	
209995	INV 209995 - PVC CMNT., TEE, UNION, ADA	77.37	08/05/2016	80-560-0000-420-003	
210015	INV 210015 - BRUSH & ROLLER CUP, FOAM	41.72	08/05/2016	80-560-0000-420-003	
210032	INV 210032 - ADAPTERS FOR WWTP MAIN	1.90	08/05/2016	80-560-0000-420-003	
210255	INV 210255 - PLUGS FOR WWTP MAINT.	8.32	08/05/2016	80-560-0000-420-003	
	Check Total:	157.31			
Vendor: 2142	DOHN HENION			Check Sequence: 26	ACH Enabled: False
08/05/16	AUGUST 2016	1,250.00	08/05/2016	01-040-0000-525-001	
	Check Total:	1,250.00			
Vendor: 1167	CLIFF KETTLE			Check Sequence: 27	ACH Enabled: False
7799	INV 7799 - PLAQUE	133.25	08/05/2016	01-200-0000-516-000	
	Check Total:	133.25			
Vendor: 1010	KLAMATH MOTOR LODGE			Check Sequence: 28	ACH Enabled: False
06/14/16	1 HOTEL VOUCHER - 06/14/16	56.00	06/30/2016	02-200-1007-561-020	
	Check Total:	56.00			
Vendor: 1430	KNIFE RIVER MATERIALS			Check Sequence: 29	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
398963	INV 398963 - HOT MX (3.97 TONS) FOR STR	226.29	06/30/2016	20-310-0000-420-521	
399186	INV 399186 - HOT MX (4.17 TONS) FOR STR	237.69	06/30/2016	70-500-0000-416-001	
399186	INV 399186 - HOT MX (4.32 TONS) FOR STR	246.24	06/30/2016	20-310-0000-420-521	
399254	INV 399254 - HOT MX (3.40 TONS)FOR STRI	193.80	06/30/2016	80-550-0000-416-001	
	Check Total:	904.02			
Vendor: 1406	KUBWATER RESOURCES			Check Sequence: 30	ACH Enabled: False
5893	INV 5893 - POLYMER - 851.85 LBS. - (2) - 440	2,682.81	08/05/2016	80-560-0000-416-004	
	Check Total:	2,682.81			
Vendor: 1187	LIEBERT CASSIDY & WHITMORE			Check Sequence: 31	ACH Enabled: False
08/03/16	WEBINAR - FACTFINDING	60.00	08/05/2016	01-030-0000-513-000	
1424311	INV 1424311	130.00	06/30/2016	01-200-0000-525-000	
	Check Total:	190.00			
Vendor: 1400	MADRONE HOSPICE			Check Sequence: 32	ACH Enabled: False
08/05/16	AUGUST 2016	6,250.00	08/05/2016	01-090-0000-560-004	
	Check Total:	6,250.00			
Vendor: 1199	JOHN MCCARTHY			Check Sequence: 33	ACH Enabled: False
17154	INV 17154	196.13	06/30/2016	01-200-0000-521-000	
17208	INV 17208	143.00	06/30/2016	01-480-0000-521-000	
17209	INV 17209	121.00	06/30/2016	01-470-0000-521-000	
17210	INV 17210	33.00	06/30/2016	01-010-0000-521-000	
17211	INV 17211	44.00	06/30/2016	01-080-0000-521-000	
17212	INV 17212	335.00	06/30/2016	01-210-0000-421-000	
17213	INV 17213	238.00	06/30/2016	80-560-0000-521-000	
17214	INV 17214	121.00	06/30/2016	01-370-0000-521-000	
17214	INV 17214	121.00	06/30/2016	70-510-0000-521-000	
17215	INV 17215	272.00	06/30/2016	01-350-0000-521-000	
17216	INV 17216	225.00	06/30/2016	70-510-0000-521-000	
17217	INV 17217	11.00	06/30/2016	80-550-0000-521-000	
17218	INV 17218	11.00	06/30/2016	20-310-0000-416-001	
17219	INV 17219	24.00	06/30/2016	24-320-0000-520-000	
17230	INV 17230	23.83	06/30/2016	01-080-0000-521-000	
17230	INV 17230	23.83	06/30/2016	01-400-0000-421-000	
17230	INV 17230	23.83	06/30/2016	24-320-0000-416-000	
17230	INV 17230	23.83	06/30/2016	20-310-0000-416-001	
17230	INV 17230	23.83	06/30/2016	70-500-0000-416-000	
17230	INV 17230	23.85	06/30/2016	80-550-0000-416-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
17231	INV 17231	107.50	06/30/2016	01-230-0000-521-000	
	Check Total:	2,145.63			
Vendor: 1212	MT SHASTA SPRING WATER			Check Sequence: 34	ACH Enabled: False
169767	INV 169737 - DISTILLED WATER (6) 5-GAL I	53.95	08/05/2016	80-560-0000-420-003	
	Check Total:	53.95			
Vendor: 1215	MUNNELL & SHERRILL			Check Sequence: 35	ACH Enabled: False
184026	INV 184026 - MK DIAMOND BLADE (1) ARE	130.11	08/05/2016	20-310-0000-420-001	
184026	INV 184026 - MK DIAMOND BLADE (1) ARE	130.11	08/05/2016	70-500-0000-416-000	
184026	INV 184026 - MK DIAMOND BLADE (1) ARE	130.12	08/05/2016	80-550-0000-420-003	
185554	INV 185554 - (2) CASES EA. OF GREEN, BLU	164.48	08/05/2016	70-500-0000-416-000	
185554	INV 185554 - (2) CASES EA. OF GREEN, BLU	164.47	08/05/2016	80-550-0000-420-003	
	Check Total:	719.29			
Vendor: 1237	OLIN CORP - CHLOR ALKALI			Check Sequence: 36	ACH Enabled: False
2196481	INV 2196481 - SODIUM HYPOCHLORITE - 4	5,303.23	08/05/2016	80-560-0000-416-002	
	Check Total:	5,303.23			
Vendor: 16014	PACE ENGINEERING INC			Check Sequence: 37	ACH Enabled: False
27101	INV 27101 - WWT&C SYSTEM IMP	487.50	06/30/2016	80-560-0000-425-000	
27103	INV 27103 - KARUK CASINO REVIEW	1,365.00	06/30/2016	01-300-1033-525-001	
	Check Total:	1,852.50			
Vendor: 1253	PERFECTION CLEANING INC			Check Sequence: 38	ACH Enabled: False
08/05/16	JULY 2016	425.00	08/05/2016	01-210-0000-526-001	
08/05/16	JULY 2016	425.00	08/05/2016	01-080-0000-526-001	
08/05/16	JULY 2016	680.00	08/05/2016	01-200-0000-526-001	
08/05/16	JULY 2016	400.00	08/05/2016	01-400-0000-426-003	
	Check Total:	1,930.00			
Vendor: 2012	PROFORCE			Check Sequence: 39	ACH Enabled: False
280451	INV 280451 - MAGAZINES	59.04	08/05/2016	01-200-0000-416-000	
280623	INV 280623 - MAGAZINES	69.74	08/05/2016	01-200-0000-416-000	
	Check Total:	128.78			
Vendor: 17014	QUILL CORPORATION			Check Sequence: 40	ACH Enabled: False
7442981	INV 7442981 - PAPER	53.74	08/05/2016	01-200-0000-515-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
7449705	INV 7449705 - LABELS	11.60	08/05/2016	01-200-0000-515-000	
	Check Total:	65.34			
Vendor: 2216	RAY MORGAN COMPANY			Check Sequence: 41	ACH Enabled: False
1254135	INV 1254135	1.61	08/05/2016	01-300-0000-515-000	
1254135	INV 1254135	0.72	08/05/2016	01-060-0000-515-000	
1254135	INV 1254135	32.78	08/05/2016	01-030-0000-515-000	
1254135	INV 1254135	10.97	08/05/2016	01-030-0000-515-000	
1254135	INV 1254135	8.65	08/05/2016	01-020-0000-515-000	
1254135	INV 1254135	32.40	08/05/2016	70-030-0000-515-000	
1254135	INV 1254135	2.17	08/05/2016	01-020-0000-515-000	
1293065	INV 1293065	470.98	06/30/2016	01-200-0000-526-000	
	Check Total:	560.28			
Vendor: 1283	SC ECONOMIC DEVELOPMENT COUNCIL			Check Sequence: 42	ACH Enabled: False
08/05/16	AUGUST 2016	3,333.33	08/05/2016	01-090-0000-560-001	
	Check Total:	3,333.33			
Vendor: 25035	MICHAEL SIMAS			Check Sequence: 43	ACH Enabled: False
41863	INV 41863 - PAYROLL SLIPS	260.53	08/05/2016	01-200-0000-515-000	
41891	INV 41891 - PLANS	263.38	06/30/2016	60-400-6029-516-000	
41910	INV 41910 - PLANS	395.06	06/30/2016	60-400-6029-516-000	
	Check Total:	918.97			
Vendor: 1314	SISKIYOU OPPORTUNITY CENTER			Check Sequence: 44	ACH Enabled: False
13081	INV 13081 - MAILING UTILITY BILLS	414.72	06/30/2016	70-030-0000-526-000	
	Check Total:	414.72			
Vendor: 21027	UNITED PARCEL SERVICE			Check Sequence: 45	ACH Enabled: False
84V993226	INV 84V993226 - SHIPPING COST FOR PART	11.91	06/30/2016	70-510-0000-420-000	
	Check Total:	11.91			
Vendor: 1351	UNITED RENTALS NORTHWEST			Check Sequence: 46	ACH Enabled: False
138835566-001	INV 138835566-001 - (1) 3" DIAPHRAM PUM	403.13	08/05/2016	80-560-0000-420-003	
	Check Total:	403.13			
Vendor: 1353	USA BLUE BOOK			Check Sequence: 47	ACH Enabled: False
997243	INV 997243 - HYDROMETER, GLASS FIBER	459.86	08/05/2016	80-560-0000-420-003	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	459.86			
Vendor: 25090 08/05/16	USPS AUGUST 2016	1,400.00	08/05/2016	70-030-0000-515-001	Check Sequence: 48 ACH Enabled: False
	Check Total:	1,400.00			
Vendor: 23008 005712	WAL-MART COMMUNITY INV 005712 - COFFEE, CREAMER, BAGS, BI	69.85	08/05/2016	01-200-0000-516-000	Check Sequence: 49 ACH Enabled: False
	Check Total:	69.85			
Vendor: 25005 1415 6/16	YREKA AUTO PARTS ACCT 1415 6/16	8.48	06/30/2016	80-560-0000-420-003	Check Sequence: 50 ACH Enabled: False
	Check Total:	8.48			
Vendor: 1374 08/05/16	YREKA CHAMBER OF COMMERCE AUGUST 2016	4,750.00	08/05/2016	01-090-0000-560-000	Check Sequence: 51 ACH Enabled: False
	Check Total:	4,750.00			
Vendor: 25120 005821 7/16 024631 7/16 054217 7/16 305996 78350 7/16	YREKA TRANSFER ACCT 005821 7/16 ACCT 024631 7/16 ACCT 054217 7/16 INV 305996 ACCT 047811 ACCT 78350 7/16	82.00 102.00 129.00 1,942.02 60.00	08/05/2016 08/05/2016 08/05/2016 06/30/2016 08/05/2016	01-210-0000-518-004 01-200-0000-518-004 01-480-0000-518-004 80-560-0000-420-003 80-560-0000-518-004	Check Sequence: 52 ACH Enabled: False
	Check Total:	2,315.02			
	Total for Check Run:	68,837.11			
	Total of Number of Checks:	52			

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
YREKA HELD IN SAID CITY ON JULY 21, 2016

On the 21st day of July 2016, the City Council of the City of Yreka met in the City Council Chambers of said City in regular session, and upon roll call, the following were present: Deborah Baird, Joan Smith Freeman, John Mercier and David Simmen Absent - None.

Mayor Mercier announced that the Closed Session has pulled from the agenda.

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

- a. Approval/ratification of payments issued from July 8 through July 21, 2016.
- b. Approval of Minutes of the meeting held July 7, 2016.

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

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

Mayor Mercier thereupon declared the motion carried.

Adopt Resolution No. 2016-38 authorizing the City to accept Federal-aid funds, execute funding agreements, and designating representatives to sign related documents (Caltrans).

Jeannette Hook, Administrative Assistant, Department of Public Works reported that the City has been awarded a total of \$676,280 of federal funds to complete repairs at four bridges in the Community. Council authorized the City Manager to enter into consultant agreements with Morrison Structures for the Fairlane Bridge project in September 2015. At that time, full funding for the additional bridges was applied for but not yet approved. Caltrans and FHWA have now allocated the additional funds needed for the projects.

Mrs. Hook further reported that authorizing execution of the Program Supplement Agreements and accepting the grant funding for these federal-aid projects obligates the City to provide 11.47% of match funds. The City's match is projected to be \$87,620 for four bridges over multiple years. This amount has been included in the proposed streets budget.

Following Council discussion, Councilmember Freeman moved to adopt Resolution No. 2016-38 as submitted.

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

Mayor Mercier thereupon declared the motion carried.

Adopt Ordinance No. 844 of the City of Yreka amending Section 1.24.010 (“Regular Meetings”) of the Yreka Municipal Code to change and fix the place of City Council meetings and amending Section 8.08.130 to omit any reference to gutters in Yreka’s Dog Nuisance Ordinance.

City Manager reported that at a previous meeting, Council requested a change to the Yreka Municipal Code to allow a regular meeting of the City Council to be held at a larger venue such as the Theater (currently, the Council could only adjourn a meeting to there). The City Attorney has drafted an amendment to the City’s code that would allow the City Council to schedule and hold a regular meeting at either the Community Theater or Community Center.

In addition, staff noticed that the City’s code required dog owners to clean up after their dogs, except in city gutters. This ordinance would remove that exemption. This is the second reading of the Ordinance, and if adopted, the Ordinance would become effective August 21, 2016.

Following the reading of the title of the Ordinance and Council discussion, Councilmember Freeman moved to waive the reading of the body of the Ordinance and to adopt Ordinance No. 844 as submitted.

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

Mayor Mercier thereupon declared the motion carried.

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

Attest:

John Mercier, Mayor
Minutes approved by Council
Motion August 4, 2016

Elizabeth E. Casson, City Clerk



**CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM**

To: Yreka City Council
Prepared by: Steve Baker, City Manager
Agenda title: Authorize Mayor to Execute 2016 Local Agency Biennial Notice Indicating No Amendments are Required to the City's Conflict of Interest Code.
Meeting date: August 4, 2016

Discussion:

In accordance with the requirements of the Political Reform Act, the Council directed the review of the City's Conflict of Interest Code at its meeting held May 19, 2016, See attached memorandum.

The review has concluded that the City's Conflict of Interest Code includes all appropriate designated positions, there are no other necessary designations, and no amendments are recommended at this time.

Fiscal Impact: None

Recommendation: That the City Council authorize the Mayor to execute the 2016 Local Agency Biennial Notice as submitted.

Approved by _____

Steven Baker, City Manager

2016 Local Agency Biennial Notice

Name of Agency: City of Yreka

Mailing Address: 701 Fourth Street Yreka, CA 96097

Contact Person: Liz Casson, City Clerk Phone No. 530-841-2324

Email: casson@ci.yreka.ca.us Alternate Email: sbaker@ci.yreka.ca.us

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2016**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.



**CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM**

To: Yreka City Council
Prepared by: Steve Baker, City Manager
Agenda title: Direct City Manager to review the City of Yreka Conflict of Interest Code as required by California Government Code Section 87306.5.
Meeting date: May 19, 2016

Discussion:

The Political Reform Act requires each local government agency to review its conflict of interest code biennially to determine its accuracy or, alternatively, that the code must be amended. The City's Conflict of Interest Code was last amended on September 18, 2014 to delete the designated positions of Community Center/Theater Facilities Director, Senior Program Director, and Recreation Director from the City's Conflict of Interest Code. To meet the requirements of the Political Reform Act, the City Manager, in consultation with the City Attorney, will have to review the conflict of interest code to determine whether amendments are necessary based on whether:

- The addition, deletion or modification of the specific types of investments, business positions, interests in real property, and sources of income which are reportable for the designated positions should occur; or,
- If there should be addition, reclassification, renaming or deletion of previously designated positions.

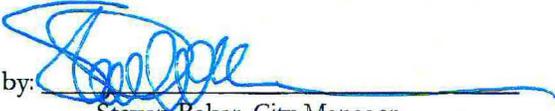
The deadline for presentation of these recommendations is October 1, 2016. No resolution or ordinance is required for this action; it may be done by minute order. Any recommended changes will be presented to the Council for adoption by Resolution.

Biennial review of the Conflict of Interest Code is required by the Political Reform Act, Government Code Section 87305.6. The last review was conducted by order of the City Council on July 15, 2014.

Fiscal Impact: None

Recommendation: That the City Council direct the City Manager to review the City's Conflict of Interest Code and report back to the Council by its regular meeting on September 1, 2016, for any recommended changes or modifications.

Approved by: _____


Steven Baker, City Manager

RESOLUTION NO. 2014-43

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA AMENDING
RESOLUTION NO. 2136 DELETING THE POSITIONS OF COMMUNITY
THEATER/CENTER DIRECTOR; SENIOR PROGRAM DIRECTOR;
AND RECREATION DIRECTOR FROM
THE CITY OF YREKA CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act requires every local government agency to review its conflict of interest code biennially; and

WHEREAS, on June 5, 2014, the Yreka City directed the City Manager to review the conflict of interest code to determine where amendments are necessary; and

WHEREAS, the City Manager has reviewed the Conflict of Interest Code and recommends the deletion of the positions of Community Theater/Center Director; Senior Program Director; and Recreation Director as these positions have been eliminated.

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. Resolution 2136 is hereby amended, deleting the designated positions of Community Center/Theater Facilities Director, Senior Program Director, and Recreation Director from the City's Conflict of Interest Code.

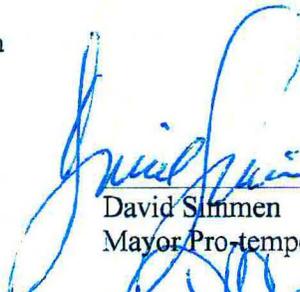
Section 3. This resolution shall take effect immediately upon its passage.

Passed and adopted this 18th day of September, 2014, by the following vote:

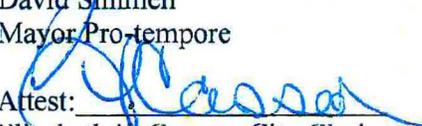
AYES: Foster, McNeil & Simmen

NAYS: None

ABSENT: Mercier & Bicego



David Simmen
Mayor Pro-tempore

Attest: 

Elizabeth E. Casson, City Clerk

CITY OF YREKA
CONFLICT OF INTEREST CODE

The Political Reform Act, Government Code 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 CAL Adm. Code Section 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after notice and hearings. Therefore, the terms of 2 CAL. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the City of Yreka.

Pursuant to Section 4 (A) of the standard Code, designated person shall file statements of economic interests with the City of Yreka no later than April 1 of each year. The originals of these statements shall be retained by the City of Yreka.

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORY</u>
Consultants*	1
City Clerk	1
Assistant City Manager	1
Director of Public Works	1
Project Engineer and Project Manager	1
Planning Director	1
Historic District and Landmarks Commissioners	1
Chief of Police	2
Finance Director	2
Yreka Volunteer Fire Department Chief	2
Yreka Volunteer Fire Department Secretary/Treasurer	2
Building Official	3

DISCLOSURE CATEGORY 1

Persons designated in this category must disclose business entities in which they have investments, business positions, and income from sources located in or doing business in the City of Yreka. Interests in real property located in the City of Yreka, including property located within a two mile radius of any property owned or used by the City.

DISCLOSURE CATEGORY 2

Persons designated in this category must disclose business entities in which they have investments, business positions, and sources of income of the type which:

Provide services, supplies, materials, machinery or equipment of the type utilized by the City.

DISCLOSURE CATEGORY 3

Persons designated in this category must disclose business entities in which they have investments, business positions, and sources of income of the type which:
Are subject to the regulatory, permit or licensing authority of the City of Yreka.

DISCLOSURE CATEGORY 4

Persons designated in this category must disclose business entities in which they have investments, business positions, and sources of income of the type which:
Engage in land development, construction or the acquisition or sale of real property.
Interest in real property located within the City of Yreka including property located within a two mile radius of any property owned or used by the City.

*The City Manager may determine in writing that a particular consultant, although a “designated position”, is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and based upon the description, a statement of the extent of disclosure requirements. The City Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Conflict of Interest Code adopted by Resolution No. 2136, and amended by Resolutions Nos. 2417, 2733, 2881 and 2014-43.



,CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council
Prepared by: Rhetta Hogan
Agenda title: Adopt A Resolution Setting Forth the Appropriations Limit for the City of Yreka for Fiscal Year 2016-2017
Meeting date: August 4, 2016

Discussion:

Article XIII B of the California Constitution (Article 4) and related implementing legislation provide for an annual "appropriations limit" for each entity of local government and require the governing body of each local jurisdiction to establish its appropriation limit by resolution each year.

The appropriation limit does not apply to the entire City budget but only to the appropriation of "proceeds of taxes" in the City's "general government" type funds. From 1980-81 to 1989-90, each year's appropriation limit was based on the previous year's limit, multiplied by the percentage change in population and the percentage change in the United States Consumer Price Index or the change in California per capita income, whichever was less. Proposition 111, which was approved by the voters in June 1990, amended the factors used in the calculation of each year's limit. The factors to be used now are:

Population Factor - At the City's option, either the annual change in City or County population.

Price Factor - At the City's option, either the change in California per capita income or increase in non-residential assessed valuation due to new construction.

The formula to be used in calculating the growth rate is:

$$\frac{\% \text{ change in population} + 100.00}{100}$$

times either

$$\frac{\% \text{ change in per capita income} + 100.00}{100.00}$$

or

$$\frac{\text{Change in non-residential assessments} + 100.00}{100.00}$$

The resultant rate times the previous appropriation limit equals the new appropriation limit. Both the California per capita personal income price factor and the population percentage change factors are provided by the State Department of Finance (DOF) to local jurisdictions each year. Population percentage change factors estimate changes in the City's population between January of the previous fiscal year and January of the current fiscal year. These numbers provide the factor to be used in the City's calculation of the Gann limit.

In May 2016, the State Department of Finance notified each city of the population changes and the per capita personal income factor to be used in determining appropriation limits.

The Finance Director, using the change in per capita income method, has made the following calculation as applied to the City of Yreka for 2016-17 is: The population at January 1 of the previous year compared to January 1, 2016 (DOF Estimates 7,832) is a 0.08% decrease. The increase in the California per Capita Income for 2016-17 is 5.37%

The factor for determining the year-to-year increase computed as:

$$\frac{-0.08 + 100.00}{100.00} \times \frac{+5.37 + 100.00}{100.00} = 1.05285704$$

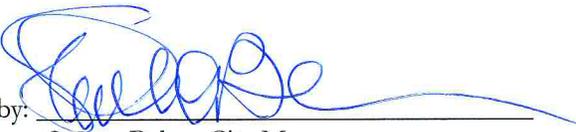
Applying this year's factor of 1.05285704 to last year's limit of \$15,479,182, the Gann limit for Fiscal Year 2016-17 is \$16,297,366. With appropriations subject to the limit totaling approximately \$5,870,933, the City of Yreka is not at risk of exceeding the Gann limit.

Fiscal Impact:

Restricts budgeting expenditures subject to the appropriations limit to no more than \$16,297,366. The City is budgeting \$5,870,933 for expenditures that are subject to the appropriations limit. The City is not at risk of exceeding the limit.

Recommendation and Requested Action:

Adopt A Resolution Setting Forth the Appropriations Limit for the City of Yreka for the Fiscal Year 2016-2017.

Approved by: 
Steven Baker, City Manager



May 2016

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2016, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2016-17. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2016-17 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. The Revenue and Taxation Code, section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2016.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN
Director
By:

AMY COSTA
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2016-17 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2016-17	5.37

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2016-17 appropriation limit.

2016-17:

Per Capita Cost of Living Change = 5.37 percent
 Population Change = 0.90 percent

Per Capita Cost of Living converted to a ratio: $\frac{5.37 + 100}{100} = 1.0537$

Population converted to a ratio: $\frac{0.90 + 100}{100} = 1.0090$

Calculation of factor for FY 2016-17: $1.0537 \times 1.0090 = 1.0632$

Fiscal Year 2016-17

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2015 to January 1, 2016 and Total Population, January 1, 2016

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total</u>
	2015-2016	1-1-15	1-1-16	1-1-2016
Siskiyou				
Dorris	0.20	979	981	981
Dunsmuir	-0.43	1,625	1,618	1,618
Etna	-0.27	738	736	736
Fort Jones	-0.28	712	710	710
Montague	-0.07	1,457	1,456	1,456
Mount Shasta	-0.30	3,377	3,367	3,367
Tulelake	-0.20	1,012	1,010	1,010
Weed	2.18	2,710	2,769	2,769
Yreka	-0.08	7,838	7,832	7,832
Unincorporated	-0.24	24,248	24,191	24,260
County Total	-0.06	44,696	44,670	44,739

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

RESOLUTION NO. 2016-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA
SETTING FORTH THE APPROPRIATIONS LIMIT FOR THE
CITY OF YREKA FOR FISCAL YEAR 2016-2017

WHEREAS, Article XIII B of the Constitution of the State of California as implemented by SB 1352 of 1980 and amended by Proposition 111 of 1990 specifies that the total annual appropriations limit of the City shall be adjusted for the change in population and the change in cost of living; and

WHEREAS, the California State Department of Finance has provided the population estimate for the City of Yreka as of January 1, 2016; to be 7,832 and

WHEREAS, the California State Department of Finance has provided the annual percentage change population estimate for the City of Yreka, a decrease of 0.08%, and the change in the California per capita personal income, an increase of 5.37%.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Yreka that it does determine that the appropriations limit for Fiscal Year Ending June 30, 2017 is \$16,297,366. Appropriations subject to the Gann Limit are \$5,870,933.

Passed and adopted this 4th day of August 2016, by the following vote:

AYES:

NAYS:

ABSENT:

John Mercier, Mayor

Approved as to content:

ATTEST:

Rhetta Hogan, Finance Director

Elizabeth E. Casson, City Clerk



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council

Prepared by: Rhetta Hogan, Finance Director 

Agenda title: Discussion and Possible Action to Adopt a Resolution of the Yreka City Council to Adopt the Budget for Fiscal Years Ending June 30, 2017 and 2018

Meeting date: August 4, 2016

Discussion:

The ad hoc budget committee and City staff are pleased present to the Council the bi-annual budget for 2016-17 and 2017-18. This evening the Council may take action or simply discuss the budget and hear from the ad hoc committee. The Council may want adopt the budget as submitted, or the Council may adopt and request budget revisions to be submitted following adoption to address specific concerns within the budget.

Budget Process:

This summer the City has worked through its budgetary challenges using an ad hoc budget committee that involved two City Council members, a member of the community, and City Directors. The committee took both a realistic look and analytical approach to both the departmental and overall budgets. Available revenue projections were evaluated and carefully measured against the final departmental expenditure budgets. This process started with a large spending gap between revenues and expenses.

Through a series of workshops, decisions were made on how to balance unmet needs within the community, unfunded mandates for compliance (storm water) and public safety, against projected available revenues.

The budget presented this evening to the City is achievable, however it does not include labor negotiation settlement agreements, equipment breakdown (e.g. HVAC system or IT servers failure), or unforeseen events that will require additional resources.

The budget reflects increases to staffing for the first time since 2010. Public Works water and wastewater maintenance division (enterprise funds) will increase by three maintenance workers, for water utility meter maintenance and support, for water and wastewater transmission and collection line maintenance to mitigate service outages, leaks and overflows. And for the water and wastewater plant operations to provide support between both plant to ensure coverage for these 24/7 plant operations.

Analysis of 2016-17:

The budget in 2016-17, reflects some deficit spending in the general fund for ongoing expenses (backfill for street funds) and use of one time money from capital reserves for

capital outlay. ***City of Yreka 2016-17 Budget***

<i>Fund</i>	<i>Revenue</i>	<i>Trans In</i>	<i>Expense</i>	<i>Trans Out</i>	<i>Net</i>
01 General Operating	4,929,445.00	345,000.00	5,017,347.88	402,475.15	-145,378.03
09 GF Capital Reserves	0.00	0.00	0.00	57,108.00	-57,108.00

The City will be bringing forward for, 2015-16 an estimated \$160,000 of reserves in the Local Transit Fund (21) that were initially expected to be zero. Those reserves are being used in 2016-17 and 2017-18 for street operation and grant match for bridge projects.

21 Local Traffic Fund	224,566.52	-84,752.34	200,000.00	24,566.52	-84,752.34
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The balance of the spending is against existing reserves balances that have been accumulated for specific purpose projects that cross over fiscal years like the Donated Accounts (02), Crandall-Stewart Trust (*Miner Street Beautification Mini-Grants*) (04), YPD Building fund (11), Special Revenue – Fire Tax (30), Grant Capital Projects (60), and Water Reserves for Capital Projects (74).

02 GF Donated	0.00	0.00	700.00	0.00	-700.00
04 Crandell Restricted	4,000.00	0.00	17,000.00	0.00	-13,000.00
11 GF YPD Building Acquisition	6,000.00	0.00	120,000.00	0.00	-114,000.00
30 Spec Rev - Fire Tax	245,250.00	0.00	282,180.18	0.00	-36,930.18
60 Spec Grants - Capital Outlay	1,440,190.00	81,674.52	1,571,864.52	0.00	-50,000.00
74 Water Reserves	15,000.00	-869,842.27	0.00	0.00	-854,842.27

And other funds are accumulating reserves, until those funds are allocated for special purposes or capital projects.

<i>Fund</i>	<i>Revenue</i>	<i>Trans In</i>	<i>Expense</i>	<i>Trans Out</i>	<i>Net</i>
31 Spec Rev - LF Assessment	230,000.00	0.00	183,177.20	0.00	46,822.80
32 Spec Rev - DIF Fees	16,000.00	0.00	0.00	0.00	16,000.00
65 Community Development Grant	17,700.00	0.00	12,250.00	0.00	5,450.00
84 Wastewater Reserves	3,500.00	217,208.12	0.00	0.00	220,708.12

For the remainder of the funds budgeted revenues equal budgeted expenses.

<i>Fund</i>	<i>Revenue</i>	<i>Trans In</i>	<i>Expense</i>	<i>Trans Out</i>	<i>Net</i>
03 GF Volunteer Fire	9,500.00	0.00	9,500.00	0.00	0.00
08 GF Operating Reserves	0.00	-115,000.00	-115,000.00	0.00	0.00
10 GF Capital Outlay	0.00	95,000.00	95,000.00	0.00	0.00
20 Road and Street	209,158.00	419,752.34	628,910.34	0.00	0.00
24 Traffic Safety	30,000.00	67,475.15	97,475.15	0.00	0.00
70 Water Operating	2,743,500.00	-814,693.98	1,763,806.02	165,000.00	0.00
71 Water Capital Projects	0.00	1,422,000.00	1,422,000.00	0.00	0.00
72 Water Debt Servicing	0.00	262,536.25	262,536.25	0.00	0.00
80 Wastewater Operating	2,453,500.00	-761,744.34	1,531,755.66	160,000.00	0.00
81 Wastewater Capital Projects	0.00	261,500.00	261,500.00	0.00	0.00
82 Wastewater Debt Servicing	0.00	283,036.22	283,036.22	0.00	0.00
90 Payroll Clearing	0.00	0.00	0.00	0.00	0.00

Analysis of 2017-18:

The budget in 2017-18, reflects some deficit spending in the general fund for ongoing expenses (backfill for street funds) and use of one time money from capital reserves for

capital outlay. ***City of Yreka 2017-18 Budget***

<i>Fund</i>	<i>Revenue</i>	<i>Trans In</i>	<i>Expense</i>	<i>Trans Out</i>	<i>Net</i>
01 General Operating	5,137,112.00	200,000.00	5,198,175.18	343,793.72	-204,856.90
09 GF Capital Reserves	0.00	0.00	0.00	63,000.00	-63,000.00

The City will be bringing forward from 2015-16 an estimated \$160,000 of reserves in the Local Transit Fund (21) that were initially expected to be zero. Those reserves are being used in 2016-17 and 2017-18 for street operation and grant match for bridge projects.

21 Local Traffic Fund	223,125.64	-74,548.57	200,000.00	23,125.64	-74,548.57
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The balance of the spending is against existing reserves balances that have been accumulated for specific purpose projects that cross over fiscal years like the Donated Accounts (02), Crandall-Stewart Trust (*Miner Street Beautification Mini-Grants*) (04), YPD Building fund (11), Special Revenue – Fire Tax (30), Grant Capital Projects (60), and Water Reserves for Capital Projects (74).

02 GF Donated	0.00	0.00	700.00	0.00	-700.00
04 Crandell Restricted	3,500.00	0.00	17,000.00	0.00	-13,500.00
11 GF YPD Building Acquisition	6,000.00	0.00	2,000,000.00	0.00	-1,994,000.00
30 Spec Rev - Fire Tax	245,250.00	0.00	532,181.70	0.00	-286,931.70
60 Spec Grants - Capital Outlay	1,249,920.00	86,125.64	1,386,045.64	0.00	-50,000.00
74 Water Reserves	15,000.00	-1,071,066.51	0.00	0.00	-1,056,066.51

And other funds are accumulating reserves, until those funds are allocated for special purposes or capital projects.

31 Spec Rev - LF Assessment	230,000.00	0.00	183,178.72	0.00	46,821.28
32 Spec Rev - DIF Fees	16,000.00	0.00	0.00	0.00	16,000.00
65 Community Development Grant	17,700.00	0.00	12,250.00	0.00	5,450.00
84 Wastewater Reserves	3,500.00	223,366.93	0.00	0.00	226,866.93

For the remainder of the funds budgeted revenues equal budgeted expenses.

<i>Fund</i>	<i>Revenue</i>	<i>Trans In</i>	<i>Expense</i>	<i>Trans Out</i>	<i>Net</i>
03 GF Volunteer Fire	9,500.00	0.00	9,500.00	0.00	0.00
08 GF Operating Reserves	0.00	0.00	0.00	0.00	0.00
10 GF Capital Outlay	0.00	125,000.00	125,000.00	0.00	0.00
20 Road and Street	212,000.00	349,548.57	561,548.57	0.00	0.00
24 Traffic Safety	30,000.00	68,793.72	98,793.72	0.00	0.00
70 Water Operating	2,743,500.00	-896,713.49	1,681,786.51	165,000.00	0.00
71 Water Capital Projects	0.00	1,705,000.00	1,705,000.00	0.00	0.00
72 Water Debt Servicing	0.00	262,780.00	262,780.00	0.00	0.00
80 Wastewater Operating	2,453,500.00	-748,340.65	1,545,159.35	160,000.00	0.00
81 Wastewater Capital Projects	0.00	242,000.00	242,000.00	0.00	0.00
82 Wastewater Debt Servicing	0.00	282,973.72	282,973.72	0.00	0.00
90 Payroll Clearing	0.00	0.00	0.00	0.00	0.00

ADOPTING BUDGET FISCAL YEAR ENDING JUNE 30, 2017 AND 2018

The budget will have revisions throughout the course of the year, based on changes in revenue projections and emerging needs. It is expected that after the first year, over the course of the summer in 2017, staff will make recommendation to the 2017-18 fiscal year, based upon actual operating results.

Fiscal Impact: The budget for the fiscal years ending June 30, 2017 and 2018 consists of:

	FY 2016-17	FY 2017-18
Revenues	\$13,386,459.19	\$14,454,189.09
Personnel, Operating, and Capital Outlay	\$13,350,527.00	\$16,798,992.47

Recommendation and Requested Action:

Discussion and Possible Action to Adopt a Resolution of the Yreka City Council to Adopt the Budget for Fiscal Years Ending June 30, 2017 and 2018.

Approved by:



Steven Baker, City Manager

RESOLUTION NO. 2016-_____
 A RESOLUTION OF THE CITY COUNCIL
 OF THE CITY OF YREKA ADOPTING
 THE BUDGET FOR FISCAL YEARS ENDING JUNE 30, 2017 AND 2018

WHEREAS, it is the desire of the City Council to adopt the 2016-17 and the 2017-2018 bi-annual budget,

NOW THEREFORE, BE IT RESOLVED that, the budget for the fiscal years ending June 30, 2017 and 2018 that consists of:

	FY 2016-17	FY 2017-18
Revenues	\$13,386,459.19	\$14,454,189.09
Personnel, Operating, and Capital Outlay	\$13,350,527.00	\$16,798,992.47

is hereby adopted and shall be the financial plan for the fiscal years ending June 30, 2017 and 2018.

Expenditures of City funds are hereby authorized under this budget plan, titled "City of Yreka Fiscal Years Ending June 30, 2017 and 2018 Budget", and the City Manager is authorized to approve the expenditures set forth in this budget and to make such transfers within major categories of expenditure (Personnel, Capital and Maintenance & Operation) as may be necessitated by changing circumstances. The City Manager is also authorized to execute such contract documents on behalf of the City, which are necessary to memorialize expenditure approved herein.

Passed and adopted this 4th day of August, 2016 by the following vote:

AYES:
 NOES:
 ABSENT:

 John Mercier, Mayor

Approved as to content:

Attest:

 Rhetta Hogan, Finance Director

 Elizabeth E. Casson, City Clerk



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council
Prepared by: Deborah Ramirez, Human Resources Coordinator *DR*
Agenda title: Requested action – Adopt a Resolution of the City Council of the City of Yreka to Establish Payments Relating Yreka Volunteer Fire Department Call Out Payments Pursuant to Ordinance 804
Meeting date: August 4, 2016

Discussion:

The city currently pays a total of \$10.50 per response for each volunteer firefighter callout. Of this amount \$3 goes to the Fire Department's Volunteer Fund and the remainder goes to the firefighter.

This amount was last updated in 2008.

During the budget process, the Fire Chief and staff discussed increasing this amount. This increase is proposed to be \$1 more in 2016-17 (total of \$11.50) and another \$1 in 2017-18 (total of \$12.50).

The fire volunteers provide a great service to the City and to replace even some of them with full time employees would be very expensive. Given the time since the last increase, this increase seems warranted.

These rates are reflected in the Updated 2016-2017 Salary Schedule for Part Time employees and included in the 2016-17/2017-18 Budget Documents.

Staff recommends approval.

Fiscal Impact: The estimated fiscal impact of the increase for the Fire Department volunteers is approximately \$6,000.00 and is included in the 2016-2017 budget documents.

Recommendation:

That the Council Adopt a Resolution of the City Council of the City of Yreka to Establish Payments Relating Yreka Volunteer Fire Department Call Out Payments Pursuant to Ordinance 804

Approved by: _____


Steven Baker, City Manager

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA TO ESTABLISH PAYMENTS RELATING YREKA VOLUNTEER FIRE DEPARTMENT CALL OUT PAYMENTS PURSUANT TO ORDINANCE 804.

WHEREAS, Ordinance 804 adopted by the City Council on September 10, 2008, amending section 2.28.070 of Title 2, Chapter 2.28 of the Yreka Municipal Code ["YMC"], authorizes the City Council to establish by Resolution charges and fees relating to the Yreka Volunteer Fire Department; and,

WHEREAS, the City of Yreka currently has fees and charges for call outs for services rendered by members of the Yreka Volunteer Fire Department ("Department") which are currently in effect; and,

WHEREAS, the City Council finds and declares that it is in the best interests of the City of Yreka that the compensation authorized by Yreka Municipal Code Section 2.28.070 for each member of the Yreka Volunteer Fire Department be established as follows:

From the general fund an amount shall be allocated each year which will be the equivalent of the sum of \$8.50 per incident per member for budget year 2016/2017 and \$9.50 per incident per member for budget year 2017/2018, to be paid according to procedures established by the Department in fixed and variable allocations as follows:

- a. A fixed base rate prorated for a portion of the pay period based on active status, which at the time of this Resolution is \$125 per member per quarter; and,
- b. A variable rate which is the residual of the \$8.50 per incident per member for budget year 2016/2017 and \$9.50 per incident per member for budget year 2017/2018 prorated by the number of responses and meetings attributed to the member.

The foregoing member allocations are subject to Internal Revenue Service publication 963.

As used in this Resolution, and consistent with the provisions of Ordinance 804 and Yreka Municipal Code Section 2.28.070, the words "incident" and "responses" includes emergency responses, meetings and "Incidental Responses" such as CPR & First Aid classes; assigned work parties for heavy work at Ley Station or the Training Center; annual hose tests; hanging banners; or, other organizational activities for which member participation is required by the Department for the purpose of training or provision of services.

In addition to these allocations, in recognition of the contributions made by the members of the Yreka Volunteer Fire Department to the welfare and safety of the community, the

Council hereby establishes a Community Contribution for the Yreka Volunteer Fire Department, which shall be the equivalent of at least \$3.00 per member per incident and which shall be allocated annually from the general fund as incurred per incident per member for Departmental discretionary expenditures. This fund shall not be used to pay for any direct benefit to a member excepting receipted discretionary expenditures authorized by the Department.

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

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

Section 2. The Council hereby establishes the foregoing pursuant to Ordinance 806, and the City Manager or designee is hereby authorized and directed to implement these expenditures and execute any and all necessary documents to carry the intent of this Resolution into effect, and the City Clerk or such Clerk's designee is hereby authorized and directed to affix the City's seal to such documents and to attest thereto.

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. This resolution shall take effect on the September 2016 Quarterly billing.

Passed and adopted this 4th day of August, 2016, by the following vote:

AYES:
NAYS:
ABSENT:

John Mercier, Mayor

Attest: _____
Liz Casson, City Clerk



CITY OF YREKA
CITY COUNCIL AGENDA MEMORANDUM

To: Yreka City Council

Prepared by: Deborah Ramirez, Human Resources Coordinator 

Agenda title: Requested action – Adopt a Resolution of the City Council of the City of Yreka approving the Updated 2016-2017 Salary Schedule for Part Time Employees.

Meeting date: August 4, 2016

Discussion:

The City has a number of different part time positions used for various purposes that are filled, many on an intermittent basis. The schedule needs to be updated periodically. The last update was June 18, 2015. CalPERS requires such a document. This resolution updates the 2016-2017 Salary Schedule for Part Time employees.

The schedule organizes and clearly lists the hourly rates for part-time (regularly scheduled part time, on-call and seasonal part-time) employees and contractual employees (annuitants working on an interim basis and or on contract to provide specialized services, e.g. construction project management). The regular part time employees generally reflect increases on par with the various MOUs. Recognition of this schedule does not presume any City benefits, as those are governed by the Affordable Care Act (ACA), represented employee agreements (MOU) and Public Employee Retirement Law (PERL). This resolution and referenced salary schedule attachment meet the requirements (outlined below) for publicly available pay schedules for these unrepresented employees.

California Code of Regulations 570.5 outlines the required elements necessary to meet the definition for a publicly available pay schedule (see attached CalPERS Circular Letter to Employers).

Staff recommends approval.

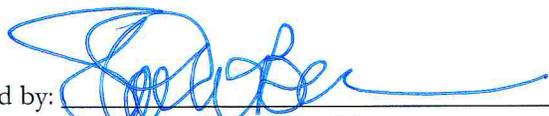
Fiscal Impact: The estimated fiscal impact of these part time workers is included in the 2016-2017 budget documents.

Recommendation:

That the Council Adopt a Resolution of the City Council of the City of Yreka approving the Updated 2016-2017 Salary Schedule for Part Time Employees.

Attachments

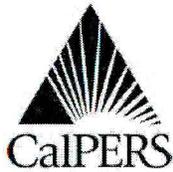
Approved by: _____


Steven Baker, City Manager

City of Yreka
Part-time Employees
2016-17 Published
Hourly Rates

	2016-17 Budget		2017-18 Budget		Hourly Rate	
	# Employed	Wages	Minimum	Maximum		
Regular Part Time						
Police Kennel Technician/Adoption Coordinator Reg PT	1	\$ 15,000	\$ 12.00	\$ 17.50		
Police Kennel - Weekend/Holiday Cleaning	1	6,500	10.00	15.00		
Project Engineer (hourly)	1	16,050	by contract \$80.25 per hour			
Public Works - Parks, Greenway, Reg PT	2	19,200	10.00	17.50		
Public Works - Water Distribution, Meter Reading <i>(position is budgeted as FTE MWII)</i>	0	-	see Maint Worker I, II, or III, FTE Salary Schedule			
Irregular Part Time						
Community Facilities Building Attendants	5	9,000	10.00	12.00		
Community Theater Technician		see above	12.00	15.00		
Police Dispatch	4	21,200	see YPOA Dispatcher, FTE Salary Schedule			
Public Works - Water Treatment, Conservation and UWM	1	9,000	see Confidential Project Asst, FTE Salary Schedule			
Seasonal Help Part-time						
Public Works - Parks	2	7,800	10.00	15.00		
Public Works - Building Maintenance <i>(PT FTE shared with Parks)</i>		400	10.00	15.00		
Public Works - Traffic	1	3,600	10.00	15.00		
Public Works - Streets	2	10,560	10.00	15.00		
Public Works - Street Sweeping <i>(PT FTE shared with Streets)</i>		200	10.00	15.00		
Public Works - Storm Drains <i>(PT FTE shared with Streets)</i>		250	10.00	15.00		
Public Works - Storm Drains (GIS Mapping Intern)	1	3,600	10.00	15.00		
Public Works - Water (meter replacement program)	1	11,520	10.00	15.00		
Public Works - Water (water treatment & efficiency)	1	14,400	10.00	15.00		
Public Works - Water Distribution and Treatment	1	11,520	10.00	15.00		
Intern Program						
Finance/Admin	1	15,000	10.00	15.00		
Elected and Volunteers						
City Council (\$3,600 annually per councilperson)	5	18,000	\$ 3,600	Annually		
City Treasurer (\$5,100 annually)	1	5,100	5,100	Annually		
City Clerk (\$300 annually)	1	300	300	Annually		
Fire Chief	1	14,500	14,500	Annually		
Fire Secretary/Treasurer	1	6,950	6,950	Annually		
Fire Advisory Board (\$1,500 annually per person)	14	21,000	1,500	Annually (\$19,500 in 2017-18)		
Volunteer Fire Dept (\$11.50 2016-17 and \$12.50 2017-18)*	31	52,500	11.50	Per Call Per Person (\$56,000 in 2017-18)		
		<u>\$ 293,150</u>				

*YVFD member receive \$8.50 in 2016-17 and \$9.50 in 2017-18, and donate \$3 per call for a departmental benefit payment, in lieu of the full employee callout payment



California Public Employees' Retirement System
P.O. Box 942709
Sacramento, CA 94229-2709
(888) CalPERS (or 888-225-7377)
TTY: (877) 249-7442
www.calpers.ca.gov

Reference No.:
Circular Letter No.: 200-050-12
Distribution: IV, V, VI, X, XII, XVI
Special:

Circular Letter

October 25, 2012

TO: **ALL CALPERS EMPLOYERS**

SUBJECT: **STATUTORY AND REGULATORY REQUIREMENTS FOR PUBLICLY AVAILABLE PAY SCHEDULES**

The purpose of this Circular Letter is to remind CalPERS employers that only those pay amounts that meet the definition of compensation earnable can be used when calculating retirement benefits.

Compensation earnable is defined in statute and further clarified by California Code of Regulations (CCR) Section 570.5. Specifically, this Circular Letter seeks to address the requirements related to publicly available pay schedules.

Compensation Earnable & The Requirement For Publicly Available Pay Schedules

The Public Employees' Retirement Law (PERL) Government Code Sections 20636 and 20636.1 define compensation earnable for State, School, and Public Agency members. In order to meet the definition of compensation earnable, an amount of pay must either constitute payrate or special compensation as defined in the statutes. Section 20636(d) further requires that payrate and special compensation schedules, ordinances, or similar documents be public records available for public scrutiny.

Section 20636(b)(1) (applicable to Public Agency members) and 20636.1(b)(1) (applicable to School members) require pay amounts to be paid pursuant to publicly available pay schedules. For example, section 20636 (b)(1) states:

"Payrate means the normal monthly rate or pay or base pay of the member paid in cash to similarly situated members of the same group or class of employment for services rendered on a full-time basis during normal working hours, pursuant to publicly available pay schedules. "Payrate," for a member who is not in a group or class, means the monthly rate of pay or base pay of the members, paid in cash and pursuant to publicly available pay schedules, for services rendered on a full-time basis during normal working hours, subject to the limitations of paragraph (2) of subdivision (e)." (Emphasis added.)

CCR 570.5 was adopted April 13, 2011, with an effective date of August 10, 2011. CCR 570.5 sought to clarify the requirement of publicly available pay schedules.

After CCR 570.5 was adopted, CalPERS sent Circular Letter #200-056-11 dated August 19, 2011, notifying all employers of the requirements of CCR 570.5.

Importance of Correct Reporting

Due to the importance of correct payroll reporting in administering the PERL and member benefits, CalPERS is sending this additional Circular Letter to remind all employers of the criteria for reporting compensation earnable.

CCR 570.5 outlines the required elements necessary to meet the definition for a publicly available pay schedule as follows:

- (a) For purposes of determining the amount of “compensation earnable” pursuant to Government Code Sections 20630, 20636, and 20636.1, payrate shall be limited to the amount listed on a pay schedule that meets all of the following requirements:
- (1) Has been duly approved and adopted by the employer’s governing body in accordance with requirements of applicable public meeting laws;
 - (2) Identifies the position title for every employee position;
 - (3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
 - (4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
 - (5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer’s internet website;
 - (6) Indicates an effective date and date of any revisions;
 - (7) Is retained by the employer and available for public inspection for not less than five years; and
 - (8) Does not reference another document in lieu of disclosing the payrate.

All eight (8) requirements must be met in one salary schedule for each member’s pay, in order for CalPERS to approve the pay amount as payrate and reportable compensation earnable.

No Applicable Pay Schedule

If an agency cannot provide a document meeting the requirements for a publicly available pay schedule, then CalPERS must determine that the pay amount fails to meet the definition of payrate. CCR 570.5 (b)(1)-(4) outlines the process by which

CalPERS may determine a member's payrate when there is no publicly available pay schedule provided.

CCR 570.5 (b) states:

- (b) Whenever an employer fails to meet the requirements of subdivision (a) above, the Board, in its sole discretion, may determine an amount that will be considered to be payrate, taking into consideration all information it deems relevant including, but not limited to, the following:
- (1) Documents approved by the employer's governing body in accordance with requirements of public meeting laws and maintained by the employer;
 - (2) Last payrate listed on a pay schedule that conforms to the requirements of subdivision (a) with the same employer for the position at issue;
 - (3) Last payrate for the member that is listed on a pay schedule that conforms with the requirements of subdivision (a) with the same employer for a different position;
 - (4) Last payrate for the member in a position that was held by the member that is listed on a pay schedule that conforms to the requirements of subdivision (a) of a former CalPERS employer.

It is important that all employers comply with the compensation earnable provisions and corresponding regulations of the PERL. Where employers fail to comply, pay amounts will be determined to not constitute payrate and accordingly CalPERS will be unable to use such pay amounts when calculating members' retirement benefits.

It is therefore critical that employers review their pay schedules to verify that all members' pay amounts are included within a publicly available pay schedule. For assistance or questions related to the development of a publicly available pay schedule, please direct your inquiries to the CalPERS Compensation and Employer Review Unit.

If you have any questions, please contact the CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**).

KAREN DeFRANK, Chief
Customer Account Services Division

RESOLUTION NO. 2016-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA
APPROVING UNDATED PART TIME EMPLOYEES SALARY
SCHEDULE**

WHEREAS, the City Council of the City of Yreka, a municipal corporation, pursuant to California Government Code Section 3500, et seq., recognizes the need to employ part time workers,

WHEREAS, the City recognizes California Code of Regulations 570.5 that outlines the required elements necessary to meet the definition for a publicly available pay schedule; and,

WHEREAS, this Council finds published pay rates contained in the Part Time Employee 2016-2017 Salary schedule are fair and proper and in the best interests of the City.

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

Section 1. The Council hereby adopts the Updated Part Time Employees 2016-2017 Salary Schedule

Section 2. The City Manager or designee is hereby authorized to post said schedule, with such changes, insertions and omissions as may be approved by the City Manager.

Section 3. The City Manager, the Finance Director, and all other proper officers and officials of the City are hereby authorized to execute such other agreements, documents and certificates, and to perform such other acts, as may be necessary or convenient to effect the purposes of this Resolution and the transactions herein authorized.

Section 4. 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 5. This resolution shall take effect immediately upon its passage.

Passed and adopted this 4th day of August, 2016, by the following vote:

AYES:
NAYS:
ABSENT:

John Mercier, Mayor

Attest: _____
Liz Casson, City Clerk