

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF
YREKA HELD IN SAID CITY ON SEPTEMBER 3, 2020

On the 3RD day of September 2020, the City Council of the City of Yreka met in regular session, and upon roll call, the following were present: Deborah Baird, Joan Smith Freeman, Duane Kegg, Paul McCoy, and Norman Shaskey. Absent - None.

Consent Calendar: Mayor Freeman 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 August 14 through August 25, 2020.
- b. Approval of Minutes of the regular meeting held August 20, 2020, and the special meeting held August 20, 2020
- c. Authorize Mayor to Execute the 2020 Local Agency Biennial Notice Indicating No Amendments are required to the City's Conflict of Interest Code.

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

Councilmember Shaskey seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey.

Mayor Freeman thereupon declared the motion carried.

Adopt Resolution # 2020-28 authorizing the City Manager to award a Construction Contract to Foam Experts Company for the Fire Hall Roof Restoration Project in the amount of \$29,940 for the base bid, and to execute related documents.

Cynthia Lynch, Municipal Projects Manager provided the Council with a Memorandum reporting that on July 29, 2020 bids were opened for the Fire Hall Roof Restoration project, the results of the bids are as follows:

Universal Coatings \$57,979.00; American Foam Experts \$45,900.00; Foam Experts Company \$29,940.00. The Preliminary Cost Estimate was \$35,000.00.

This project involves restoring the existing roof of the Fire Hall located at 401 W Miner St. with a monolithic one-piece foam, polyurea and acrylic coating roof system. Staff has evaluated the bidder's license status, bid bond, and insurance company information and has confirmed that the bidder is not debarred from working on projects in California.

Staff finds the bid is responsive and the bidder is responsible. The City Attorney has confirmed these findings and, if the project is awarded, will verify that the submitted contract, performance bond and payment bonds are valid.

The fiscal impact of awarding the Base Bid contract is \$29,940, plus an estimated \$3,000

for the related City costs of inspection, testing and contract administration. The costs were previously budgeted for this restoration.

Public Works Director Matt Bray addressed the Council to answer any questions.

Following Council discussion, Councilmember McCoy moved to adopt Resolution # 2020-28 as submitted.

Councilmember Kegg seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey.

Mayor Freeman thereupon declared the motion carried.

Adopt Resolution # 2020-29 Approving Application(s) for the State Parks and Recreation Per Capita Program Grant Funds for the Allocated Amount of \$177,952.

Cynthia Lynch, Municipal Projects Manager provided the Council with a Memorandum reporting that the State Parks Per Capita Program originates from Proposition 68, approved by voters in 2018. The General Per Capita Program, administered by the Office of Grants and Local Services (OGALS), makes non-competitive grant funds available for cities and park districts to rehabilitate, create and improve local parks. The City's available allocation is \$177,952, which is intended strictly for capital outlay (new equipment, improvements, etc.). These funds cannot be used for ordinary maintenance and operations, nor can they supplant previously budgeted items.

The OGALS application process requires the City Council to adopt a resolution authorizing City representative to execute documents for future project applications. Project applications must be submitted by December 31, 2021. The City may submit more than one project application; projects must be located on one site, but multiple projects per site are allowed.

While there is no immediate fiscal impact to the City, grant funds are usually disbursed on a reimbursement basis. Since the City is a severely disadvantaged community there is no required City match.

Municipal Projects Manager Cynthia Lynch addressed the Council to answer any questions.

Following Council discussion, Councilmember Shaskey moved to adopt Resolution # 2020-29 as submitted.

Councilmember Kegg seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey.

Mayor Freeman thereupon declared the motion carried.

Adopt Resolution # 2020-30 setting for the Appropriations Limit for the City of Yreka for Fiscal Year 2020-2021.

Finance Director Rhetta Hogan provided the Council with a Memorandum providing that 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 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 2020, 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 2020-21 is: The population at January 1 of the previous year compared to January 1, 2020 (DOF Estimates 7,786) is a 0.59% decrease. The increase in the California per Capita Income for 2020-21 is 3.73%.

Applying this year's factor of 1.03117993 to last year's limit of \$18,191,203, the Gann limit for Fiscal Year 2020-21 is \$18,758,403. With appropriations subject to the limit totaling approximately \$7,164,179, the City of Yreka is not at risk of exceeding the Gann limit.

The Gann Limit sets to restrict budgeting expenditures by subjecting an appropriations limit to no more than \$18,758,403. The City is budgeting \$7,164,179 for expenditures that are subject to the appropriations limit. The City is not at risk of exceeding the limit.

Following Council discussion, Councilmember McCoy moved to adopt Resolution 2020-30 as submitted.

Councilmember Shaskey seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey.

Mayor Freeman thereupon declared the motion carried.

Adopt Resolution # 2020-31 adopting the Budget for Fiscal Year Ending June 30, 2021.

Finance Director Rhetta Hogan provided the Council with a Memorandum presenting the annual budget for Fiscal Year 2020-2021.

Following Council discussion, Councilmember Kegg moved to table this Resolution to the September 17, 2020 meeting.

Councilmember Baird seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey.

Mayor Freeman thereupon declared the motion carried.

Adopt Resolution # 2020-32 approving and adopting a Comprehensive Pay Schedule for all Full Time Employees, Part-time Employees, and Elected Officials in accordance with CalPERS Guidelines.

Finance Director Rhetta Hogan provided the Council with a memorandum reporting that the City of Yreka adopted Memorandums of Understanding with its represented employees for the calendar years 2020, 2021 and 2022. The City has also been advised through CalPERS Circular Letter dated January 8, 2020, of the requirement of the City to have the City Council approve and publish a comprehensive salary schedule for full-time, contractual and part-time employees, elected officials and stipends paid to volunteers who have an employment relationship with the City.

California Public Employees' Retirement System (CalPERS), pursuant to their interpretation of California Code of Regulations section 570.5, recommends all CalPERS employers maintain their compensation levels in *one* publicly available document, approved and adopted by the governing body, which must meet all of the following requirements:

- Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- Identifies the position title for every employee position;
- Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- 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;
- Indicates an effective date and date of any revisions;
- Is retained by the employer and available for public inspection for not less than five years; and

- Does not reference another document in lieu of disclosing the pay rate.

The purpose of approving this resolution, is to combine the City's various payroll schedules into a single schedule for approval by the City Council. It is staff intent to continue to produce a single schedule going forward for both CalPERS and City purposes at the time any salary schedule is revised.

Following Council discussion, Councilmember McCoy moved to adopt Resolution # 2020-32 as submitted.

Councilmember Shaskey seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey.

Mayor Freeman thereupon declared the motion carried.

Continuation of Urgency Ordinances 855 and 856.

Following Council discussion, Councilmember Kegg moved to continue Ordinances # 855 & 856 as adopted.

Councilmember Baird seconded the motion, and upon roll call, the following voted YEA: Baird, Freeman, Kegg, McCoy and Shaskey.

Mayor Freeman thereupon declared the motion carried.

Mayor Freeman announced that the closed session has been pulled from the agenda.

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

Attest:

Joan Smith Freeman, Mayor
Minutes approved by Council
Motion September 17, 2020

Elizabeth E. Casson, City Clerk