

Mt. Shasta City Council Regular Meeting Minutes

Monday, January 22, 2024; 5:30 p.m.

City Park Upper Lodge 1315 Nixon Road, Mt. Shasta
Meeting allowed for virtual attendance via ZOOM

Approved as Submitted February 26, 2024

“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

STANDING AGENDA ITEMS

1. Call to Order and Flag Salute: At the hour of 5:30 p.m. Mayor Stackfleth called the meeting to order and led the audience in the flag salute.

2. Roll Call:
Council Members Present: Stackfleth, Collings, Redmond
Council Members Absent: Stearns, Clure

3. Special Presentation: Tom Hesseldenz - Draft proposal for N. Mt Shasta Boulevard/Chestnut One-Ways and the daylighting of Castle Creek
Tom Hesseldenz gave an overview of a draft proposal including a potential greenway, parking changes, one-way couplet, and bikeways.
Clarifying questions from Council.

4. Public Comment:
Ken Brummel-Smith – Comments regarding the greenway proposal, in support of project. Suggested collaboration with Rotary.

5. Council and Staff Comments:
Todd Juhasz, City Manager – Update on negotiations with One Shasta LLC regarding well site agreement. Comments regarding lease agreement approved during the last City Council meeting; still working towards an agreement. Comments regarding Kosmont meeting regarding tax increment finance. Update on Friends of the Library Memorandum of Understanding.
Robert Gibson, Chief of Police – Task force officer update, review of concluded cases.
John Stackfleth, Mayor – Concern about erosion in the Upton Heights area, mud along Everitt Memorial Highway.
Todd Juhasz, City Manager – Comments regarding the Upton Heights homeowner’s association and possible litigation involving the County.
Ken Kellogg, Public Works Director – Comments regarding the mudflow above Upton Heights and claim filed with the Office of Emergency Services and the Federal Emergency Management Agency for financial assistance. Overview of repair and maintenance needed to retention ponds and stormwater system.
Clarifying questions from Council.

6. Committee Updates: No Committee Updates

- a) Downtown Enhancement Advisory Committee
- b) Library Tax Advisory Committee
- c) Beautification Committee
- d) Active Transportation Committee

CITY COUNCIL BUSINESS

7. Consent Agenda:

COUNCIL ACTION: Approved the following Consent Agenda items. All Resolutions and Ordinances on this agenda, or added hereto, shall be introduced or adopted, as applicable, by title only, and the full reading thereof is hereby waived.

- a. Approval of Minutes: December 11, 2023 Regular Meeting
- b. Approval of Disbursements: Accounts Payable: 1/3 and 1/16/2024; Total Gross Payroll and Taxes: For Period Ending 1/7/2024
- c. Monthly Investment Report
- d. Second Reading and Adoption of Ordinance CCO-24-XX City Council Compensation

COUNCIL ACTION: Approve items a-c, continue item d to the next City Council meeting.

MOTION TO APPROVE: Redmond

SECOND: Collings

AYES: Stackfleth, Collings, Redmond

NOES: None

ABSENT: Stearns, Clure

ABSTAIN: None

8. Siskiyou Economic Development Council (SEDC) Memorandum of Understanding (MOU)

Todd Juhasz, City Manager – Review of existing MOU with SEDC, proposed new MOU with changes.

Tonya Dowse, SEDC – Comments regarding SEDC activities, future opportunities.

No public comment.

Council discussion.

COUNCIL ACTION: Approve MOU between the SEDC and the City of Mt. Shasta for the period of July 1, 2024 through June 30, 2029

MOTION: Stackfleth

SECOND: Collings

AYES: Stackfleth, Redmond, Collings

NOES: None

ABSENT: Clure, Stearns

ABSTAIN: None

Recess: 6:40 p.m. – 6:44 p.m.

9. 2023-2024 Mid-Year Budget Review

Muriel Terrell, Finance Director – Review of mid-year budget, clarification of report. Review of expenses, projected loss, contingency. Review of various funds and projects.

Clarifying questions from Council.

Patricia Krogan – Comments regarding hostels and potholes.

Council discussion.

COUNCIL ACTION: Adopt CCR-23-03, a resolution of the City of Mt. Shasta adopting a revised operating budget for fiscal year 2023-2024

MOTION: Redmond

SECOND: Collings

AYES: Stackfleth, Redmond, Collings

NOES: None

ABSENT: Clure, Stearns

ABSTAIN: None

10. First Reading of Ordinance CCO-24-XX, Amending Municipal Code Chapter 7.60.010: Designation of Very High Fire Hazard Severity Zones.

Robert Gibson, Chief of Police – Review of proposed ordinance amendment, current ordinance language versus proposed.

Patricia Krogan – Comment regarding camping.

COUNCIL ACTION: Approve the first reading of the ordinance amending municipal code chapter 7.6.010, by title only, and move it to a second reading and adoption.

MOTION: Redmond

SECOND: Collings

AYES: Stackfleth, Redmond, Collings

NOES: None

ABSENT: Clure, Stearns

ABSTAIN: None

11. Discussion and Possible Action: Cost for Removal of Snow and Clearing Sidewalks Within the Downtown Parking District

Ken Kellogg, Public Works Director – Review of annual fee in downtown district for snow removal, review of actual snow removal costs. Reviewed various options and calculations to determine fees for businesses.

Clarifying questions from Council.

Patricia Krogan – Comments regarding snow removal.

Johanna Altorfer – Comments regarding snow removal rates.

Council questions and discussion.

COUNCIL ACTION: Staff directed to bring back a plan and resolution for Council approval in which businesses are billed for actual costs on a square-footage basis.

12. Discussion and Possible Action: Wildfire Prevention Messaging

Todd Juhasz, City Manager – Review of report, previous presentation, request for wildfire prevention messaging. Review of City's website and social media. Comments about communications with Pacific Power regarding tree removal near powerlines.

Clarifying questions from Council.

Patricia Kroger – Comments regarding signage.

COUNCIL ACTION: No action taken.

13. Reports on Outside Meetings: None

14. Future Agenda Items (Appearing on the agenda within 60-90 days):

COUNCIL ACTION: Reviewed items a through m. Items added: Fiscal year 24/25 budget projection, expansion of Enhanced Infrastructure Financing District boundaries.

- a. Annual Military Equipment Use Report – 2/12/2024
- b. Discussion and Possible Action: City Manager Salary – TBD
- c. Stormwater Drainage Prop 218 Process - TBD
- d. Discussion and Possible Action: Hazard Trees/Hazardous Vegetation Policy - TBD
- e. Memorandum of Understanding Between the City and the Friends of the Library for Library Operations – TBD
- f. Discussion and Possible Action regarding the Active Transportation Committee – TBD
- g. Approval of Funds to Complete a Survey of Washington Avenue – TBD
- h. Amendment of Parklet Ordinance – TBD
- i. Discussion and Possible Action: Downtown Enhancement Advisory Committee Fiscal Review and Project Approval - TBD
- j. Discussion and Possible Action: Beautification Committee Fiscal Review and Project Approval - TBD

Future Agenda Items Over 90 Days:

- k. Amendment to the Municipal Code: Camping Ordinance - TBD
- l. Discussion and Possible Action: Review of Chapter 13.95 Extraction and Exportation of Groundwater from the City of Mt. Shasta
- m. Objective Design Standards Presentation/Discussion

15. Adjourn: There being no further business, the meeting was adjourned at 8:18 p.m.

Respectfully Submitted By: Kathryn M. Joyce, Administrative Assistant/Deputy City Clerk