

Mt. Shasta City Council Regular Meeting Minutes

Monday, March 25, 2024; 5:30 p.m.

City Park Upper Lodge 1315 Nixon Road, Mt. Shasta

Meeting allowed for virtual attendance via ZOOM

Approved as Submitted April 8, 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, Stearns, Clure

Council Members Absent: None

3. Special Presentation: Siskiyou Child Abuse Prevention Council Collaborative Proclamation
Mayor Stackfleth read a proclamation for Child Abuse Prevention Week.
Steven Bryan of the Siskiyou Resource Collaborative presented information about Child Abuse Prevention Month and information about available resources.

4. Public Comment:

Willard Felsen – Comments regarding a hazardous sidewalk area and a request for it to be repaired.

Johanna Altorfer – Comments regarding the library expansion meeting; suggestions for the new building.

5. Council and Staff Comments:

Todd Juhasz, City Manager – Comments regarding potential future business at The Landing, possible sub-lease for the Brownell building, library expansion outreach, upcoming short-term rental ordinance amendment, and Amazon seeking to place a container in the City. Comments about a future letter of intent for the Enhanced Infrastructure Finance District.

Clarifying questions from Council and brief discussion.

Robert Gibson, Chief of Police – Update on recent call during which an officer was assaulted, introduction of new dispatcher Lauren Cardiel.

Clarifying questions from Council.

6. Committee Updates:

a) Downtown Enhancement Advisory Committee

b) Library Tax Advisory Committee

c) Beautification Committee

d) Active Transportation Committee

Todd Juhasz, City Manager – Update on DEAC, review of the Committee’s budget concerns.

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: March 11, 2024 Regular and Special Meetings
- b. Approval of Disbursements: Accounts Payable: 3/8/2024; Total Gross Payroll and Taxes: For Period Ending 3/3/2024
- c. Monthly Investment and Revenue Report
- d. Committee Minutes: Downtown Enhancement Advisory Committee 1/31 and 2/28/2024
- e. Resolution Accepting the State-Mandated Wastewater Treatment and Disposal Improvements

COUNCIL ACTION: Approve items a-e

MOTION TO APPROVE: Clure

SECOND: Redmond

AYES: Stackfleth, Collings, Redmond, Stearns, Clure

NOES: None

ABSENT: None

ABSTAIN: None

8. Proposed Operating Budget for Fiscal Year 24/25

Muriel Terrell, Finance Director – Review of the proposed fiscal year 2024/2025 budget. Review of salaries and benefits, Transient Occupancy Tax increase, special revenue funds, stormwater 218 process.

Clarifying questions from Council.

Johanna Altorfer – Questions regarding software and depreciation.

Council and staff discussion.

COUNCIL ACTION: Direct staff to look at making expense reductions in the area of 3% across all departments, to remove the \$75,000 from the equipment fund, to look at a reduction in donations to organizations, and to look at a reduction of costs to non-salary items.

Discussion.

9. 2022-2023 Audited Financial Statements City of Mt. Shasta and Mount Shasta Public Financing Authority

Muriel Terrell, Finance Director – Review of audited financial statements.

Tessa Clure, Councilmember – Review of clean opinion on audit, pension costs, health of enterprise funds.

John Stackfleth, Mayor – Comments regarding software, pension.

Clarifying questions and discussion.

No public comments.

COUNCIL ACTION: Adopt Resolution CCR-24-07, A Resolution of the City Council of the City of Mt. Shasta Accepting the Independent Audit Reports for Fiscal Year 2022-2023.

MOTION: Redmond

SECOND: Clure

AYES: Stackfleth, Redmond, Collings, Clure, Stearns

NOES: None

ABSENT: None

ABSTAIN: None

10. Reports on Outside Meetings: Councilmember Clure and Mayor Stackfleth reported on the library ad hoc committee meeting, public outreach.

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

COUNCIL ACTION: Reviewed items a through m. Items added: Review and possible expansion of the Business District, and Discussion and Possible Action: Review of the sidewalk ordinance.

- a. Discussion and Possible Action: Downtown Enhancement Advisory Committee Fiscal Review and Project Approval – 4/8/2024
- b. Amendment to Parking Ordinance – 4/8/2024
- c. Resolution Calling an Election and Requesting Consolidation – 5/2024
- d. Expansion of Enhanced Infrastructure Financing District boundaries – TBD
- e. Discussion and Possible Action: City Manager Salary – TBD
- f. Approval of Funds to Complete a Survey of Washington Avenue – TBD
- g. Amendment of Parklet Ordinance – TBD
- h. Discussion and Possible Action: Beautification Committee Fiscal Review and Project Approval – TBD
- i. General Plan & Housing Annual Progress Report – TBD
- j. Graffiti Ordinance – TBD
- k. Discussion and Possible Action: Rental, Lease, or Purchase of Lot Located at the northwest corner of Alma and N. Mt. Shasta Blvd – TBD

Future Agenda Items Over 90 Days:

- 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

12. Adjourn: There being no further business, the meeting was adjourned at 7:46 p.m.

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