

## Mt. Shasta Beautification Committee Regular Meeting Agenda

Conference Room above the Police Station  
303 N. Mt. Shasta Blvd. Mt. Shasta, Ca.  
Wednesday, November 9, 2016  
4 PM

“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.”

Item
1. Call to Order
2. Roll Call
3. Special Presentations & Announcements
4. Public Comment Welcome to our meeting. The committee invites the public to address the committee on matters on the Consent Agenda and matters not listed on the agenda that are within the committee’s subject matter jurisdiction. If the Public wishes to comment on matters that are on the agenda, the committee will request comment when the matter is heard. The committee reserves the right to limit public comment on matters that are outside its subject matter jurisdiction. The committee may regulate the total amount of time on particular issues and for speakers (typically 3 minutes). The committee may place additional time limits on comments, to ensure members of the public have an opportunity to speak and the committee is able to complete its business. A group may be asked to choose a spokesperson to address the committee on a subject matter, or the committee may limit the number of persons addressing the committee whenever a group of persons wishes to address the committee on the same subject matter. Speakers may not cede their time to another. If there is an item of great community significance/interest and is within the committee’s subject matter jurisdiction, the committee may request the item be agendaized for further consideration at a subsequent committee meeting.
5. Meeting Recess
6. Staff & Member Comments
7. Consent Agenda: a. Approval of Minutes: Regular Meeting Draft Minutes for October 12, 2016 and Regular Meeting Draft Minutes for September 14, 2016
8. Discussion and possible Action: Solar lighting on Lake Street sign. 9. Discussion and possible Action: Future project: renewal of tree wells and planter along Castle Street.

- 10.** Discussion and Possible Action: Update on shopping center renewal.
- 11.** Discussion and Possible Action: Update on potential for Parker Plaza parking lot.
- 12.** Discussion and Possible Action: Update from Chamber Director Jim Mullins.
- 13.** Discussion and Possible Action: Committee vacancy.
- 14.** Discussion and Possible Action: Review of Hanging basket project.

**15.** Future Agenda Items (Appearing on the agenda within 60-90 days)

**16.** Adjourn

Availability of Public Records: All public records related to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall located at 305 North Mt. Shasta Blvd., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body.

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# MT. SHASTA BEAUTIFICATION COMMITTEE REGULAR MEETING MINUTES

Mt. Shasta Police Dept. Meeting Room

303 N. Mt. Shasta Blvd.

Mt. Shasta CA.

Sept. 14, 2016

DRAFT

## 1. Call to Order - 4:10

Members present - Penney, Jacquie, Lorie, Pam, Leslie. Representatives - Kathy M, Julianna, Terez absent.

Announcements - none

### **Public Comment -**

Lorie asked Kathy about the "Come to the Park" event. Kathy reported it was great. Venezuelan food truck, ice cream, beer and wine, and the park and trails looked great. Parks and Rec. Dept. is moving forward on improving visitor use at the park and sending a message that illegal camping & smoking is not allowed. A proposed ordinance additionally proposes no nudity and no unlicensed dogs in the City park. Per Kathy the event was profitable.

Jacquie asked about the Impact Program - Kathy reported that group leaders went to 33 merchants to ask them to voluntarily stop selling alcohol to habitual drunkards. Photos are now posted at some merchants businesses as a deterrent. The program has resulted in reduced arrests and police call-outs. Citizens are encouraged to not give cash to known intoxicants. Team Shasta and Parks and Rec. Dept are joining together to endorse and support this action. There is increased monitoring at Spring Hill and other locations where transients are camping.

The library has turned off evening wi-if to reduce camping and loitering. Kathy noted that working sprinklers would also discourage campers. There are patrols for evenings and early morning hours within the city limits. Concerned citizens are encouraged to call dispatch to report any camping nests. A multi-department task force called Team Shasta will monitor any camping areas for compliance with the City and County laws. There is a concern about campfires especially as the evenings get cooler. Kathy M is a contact person for Team Shasta and there is a committee outreach to let the public know such a program exists.

Minutes - approved.

### **Agenda Items -**

1. **Solar Lighting - Item #8 on Agenda** - Wholesale Solar does the technology but not fixtures.

Per Lorie, she is working with Terez to locate a durable fixture for the Lake Street median entry stone monument. The idea is to illuminate the rock on both sides and be downward facing. Design requirements are being considered for weather, honoring the dark sky concept, and energy efficiency. Discussion arose about other changes in this entry area of the City. The shopping center will be undergoing renovations in the future as it was recently purchased by 2 commercial developers. BC members agreed that if the entry monument is not visible enough, it should be raised to maximize effects of the proposed lighting.

**2. Library - Item # 9 on Agenda** - Library management staff Courtney, Cheryl, and Ms Laverty, plus BC's Lorie and Terez met at Library for a walk-through. They discussed Terez designing a plan over the winter. The front changes will not be dramatic but Terez would design a new approach along the hand rail, new hardscape, and possibly eliminate lawn area. General design should focus on low maintenance, easy group tending, a dry creek, and drought tolerant planting areas. In the shaded areas the design should have a woodland-like theme. The plan should be ready in February and Lorie said BC will help with labor and advise but no funds. Jacquie suggested not doing anything until construction is complete to avoid destruction. Construction on library renovations could be nearly 3 years out due to the approval process. There is some debate over removing all the lawn as families do enjoy the lawn areas. The library staff feedback is that the deteriorated landscape is really bothering them, hence the interest in making the interim landscape better. Terez will work on a design and we'll see how the building changes proceed.

**3. Fall work dates - Item #10 on Agenda** - The north triangle was cleaned up and members thought of Paul B. This area was Paul's special project where he'd hoped to lay down new landscape fabric so river rock could be installed. BC members recalled the north triangle was originally installed around 2004. Next work date is Saturday, Oct. 8th at Lake St median - 9:00. Members noted Chris Ellison and Martha Napier tend the south entrance. Lorie got Public Works to fix the light on the south entrance sign. Spring work dates will resume in April 2017.

**4. Gift catalogue brainstorming Item #11 on Agenda** - Lorie believes this idea needs a dedicated group or point person to manage. BC feels it should be a City managed. Juliana is working with Kathy Wilson on public art bases and suggested this idea might blend into that effort. Juliana will add this idea to the docket. The concept focuses on having pre-selected legacy gifts, memorials, stones, trees, public art, benches etc. available for private citizens to purchase toward lasting memorials. Juliana mentioned the City-wide art installation project as universal bases will soon be completed for public art installations. BC will select themes, the City will send out a RFP, (request for proposal) select pieces, and plan installations for Summer 2017. The project will showcase local artisans. The bases will be at Shastice Park, Parker Plaza, the Shopping Center, and by the Army Core of Engineers. More bases will be added over time and plans also include a sculpture garden. The hope is these will become tourist or photographic points of interest. Eight ( 8) smaller pieces will be trialed at Parker Plaza in late Oct to Dec., and if enjoyed more installations will follow. There are layers of agreements needed to complete this process - legal agreements, prevention of vandalism, maintenance, waivers by the artist etc. City council still must sign-off on the installation.

Relative to Parker Plaza's rear parking area, Juliana noted there has been only one (1) complaint to date and otherwise enthusiasm for the food truck venture currently being tested.

**5) City properties map - Item #12 on Agenda** - BC discussed the map (emailed to members) showing the City owned properties. Lorie mentioned the north corner of Chestnut near ACE Hardware's parking lot needs to be revived. Jacquie noted she is frequently asked about renovations for the rear Parker Plaza parking area. The area is currently being assessed by a solar specialist company for possible solar shades or panels. Juliana noted this is only one renovation being assessed for this area and the City is aware there are broken curbs, the retaining wall needs restoration, and other work to make this area presentable. BC will be drawn into the renovation plans. To date 6 parking spaces were eliminated and the older chain fence was removed near the tracks. It was determined the propane tank is on private property but perhaps owners could be persuaded to make it more attractive. Jacquie mentioned that some of the newly planted trees are struggling but they should live.

**6) Future agenda items - Item #13 on Agenda** - a) Kathy suggested creating something to remember Paul B. This might be a bench at the library surrounded by landscape. b) Discussion about new landscaping at the Shopping Center now that new owners plan to refurbish the complex. c) BC should evaluate hanging baskets for next year. Lorie will review successful hanging baskets - definitely need bigger 5 gal baskets, and some on auto watering, d) Parker Plaza parking lot strip for landscaping. e) discuss skipping the BC meeting in Nov.

**7) New City Council members are coming**

Adjourned - 5:50. Next meeting is October 12th at Police Station meeting room.

MT. SHASTA BEAUTIFICATION COMMITTEE REGULAR MEETING MINUTES

Mt. Shasta Police Dept. Meeting Room

303 N. Mt. Shasta Blvd.

Mt. Shasta, CA.

October 12, 2016 - DRAFT

Call to Order - 4:05

Members present - Lorie, Jacquie, Terez, and Leslie - Representatives - Julianna

**Public Comments-**

Lorie said there is some interest in our committee vacancy. Julianna talked to Muriel about the catalogue/gift/memorial idea posed and Muriel does have a way in which a citizen could direct money to a committee or create a gift/memorial. Lorie suggested a follow-up card be sent to the donor. The goal would be to keep the memorial concept broad. Julianna said they are working to modify an area of the website to accommodate a gift donation option. Lorie asked that BC be kept apprised as this update to the website gets rolling.

On the last Saturday workday, Lorie had called Rod about debris pickup afterwards, and Rod had insured that safety cones on Lake Street were in place.

Minutes tabled until a quorum from the attendees can approve the Sept. 14th minutes.

**Agenda Items-**

**1. Solar Lighting on Lake Street- Item #8 on Agenda** - Lorie called electrician Mike Cheula. The City has looked into lighting options. Jacquie suggested raising the stone above the snowfall level before installing lighting. A crane will be needed to lift the stone. This might be possible Oct 27th when the 1st public art installation at Parker Plaza is placed. The art will be in place Oct. to Jan. 2017.

**2. Future Project on Castle St. and renewal of tree wells - Item #9 on Agenda.** Small fountain at this site is turned off due to conservation. Parker Plaza fountain is a recirculation pump. There are 4 large tree wells and a need to rehab the fountain. Lorie would like to discuss on a future agenda. The area needs a design and a plant list. Jacquie made a motion to rehab this area in April or May. Tabled until we have a larger BC group to discuss. Group noted a cut tree at the site that once was a memorial and the plaque remains. Julianna noted that there is hope a mural will go in this area in the future. This area might be included in the next contract for maintenance along with the future hanging street baskets.

Relative to this tree discussion, Jacquie said there was miscommunication about watering the newer Parker Plaza trees. They will need another year of personal watering. Terez said pruning could help the trees that are struggling. Terez noted the Blvd. street trees need pruning. Though Public Works does the watering, Terez can be involved in pruning, limbing up and care. Julianna said she will meet with Rod and draft a schedule.

**3. Shopping center facelift - Item #10 on the Agenda** - Feedback was shared that the plan is to renovate the parking lot, rehab the 2 tall signs, and refresh landscaping on the south end. Jacquie brought up that the parking lot planters need care. These were installed years ago as required.

**4. Parker Plaza rear public parking lot -Item #11 on the Agenda** - The City is assessing the lot for charging stations. Business owners downtown are assessed a tax/fee that contributes toward parking enhancements within the City. Julianna is working with them to merge ideas for parking improvements and hopes to have the design coordinate with BC's ideas. The mobile vendor program is showing some success and may attract more vendors to use this lot.

**5. Future meeting schedule - Item # 12 on the Agenda** - BC has taken a break typically in Dec. and Jan. The Nov. 9th meeting will be the last 2016 meeting. BC would resume Feb. 2017.

**6. Hanging Baskets and Future 2017 agenda items - Item # 13 on the Agenda** - At the Nov. meeting, Lorie will summarize the costs and changes recommended for a more successful hanging basket program in 2017. Lorie will research watering, fertilizing, basket size, and talk to surrounding cities that have had successful basket programs. Ideas are to pair up the baskets for more impact, and perhaps use miniature petunias. It was discussed that the Chamber may buy new banners for the light posts. BC's wants to discuss irrigation installed with tree rehabilitation.

The Library rehabilitation is not moving quickly. BC's involvement remains suspended until the Library has communicated a direction. They are currently doing site planning and possible environmental review so landscape rehab is a low priority. Lorie will send Courtney an email about BC's attitude - no BC budget money will be contributed, but BC will help with design and labor. Julianna wants the Library to submit an architectural plan inclusive of landscape.

On commercial buildings entities now must submit a detailed landscape design plan. Previously the requirements only involved a narrative of the proposed design. With conservation policies now in place, a detailed plan must be approved. Julianna will bring the current architectural and design policies to the next meeting to share with BC.

Lorie asked that Katherine Wilson attach any items to be reviewed on Nov meeting. Lorie and Terez will help take down baskets this Sunday.

**Adjourn. 5:07.**