

Mt. Shasta City Council Regular City Council Meeting Minutes

Mt. Shasta Community Center, 629 Alder Street

Monday, July 14, 2014; 5:30 p.m.

Approved as Submitted on July 28, 2014

“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.”

Page	Item
	<p>1. Call to Order and Flag Salute</p> <p>At the hour of 5:35 p.m., Mayor Stearns called the meeting to order and led the audience in the Pledge of Allegiance.</p>
	<p>2. Roll call</p> <p>Councilmembers Present: Burns, Harkness, Moore, and Mayor Stearns Councilmembers Absent: Collings</p>
	<p>3. Special Presentations & Announcements: None</p>
	<p>4. Public Comment:</p> <p>Mayor Stearns opened the meeting for public comment on items not on the agenda.</p> <ul style="list-style-type: none"> • <u>Tammy Laphorne:</u> Ms. Laphorne thanked the Mt Shasta District and City Fire Departments for their service and commended them on their diligence, competence, and their professionalism. • <u>Allou Guthmiller:</u> Ms. Guthmiller stated she purchased a home off of Everett Memorial Highway and voiced her concern over property value in the area with Crystal Geysers plant and the situation with the residents wells. She encouraged the Council to move forward with a full EIR. • <u>Vicki Gold:</u> Ms. Gold addressed the Council with respect to the meeting start time and again asked for the Council to consider changing the start time back to 6:00 pm to allow residents and community members to enjoy Farmer’s Market. She made inquiry as to the Crystal Geysers EIR. • <u>Francis Mangels:</u> Mr. Mangels reported he has made an analysis as to the Trout in the South Siskiyou County. He concluded 99% of the Trout are starving to death, as based on his research. He asked the Council to look into this issue and reviewed the possible implications. • <u>Bayla Greenspoon:</u> Ms. Greenspoon read a summary statement from Mr. Axelrod regarding the critique of the Geosyntec report. She submitted Mr. Axelrod’s analysis to the Deputy Clerk for the record. She reported Mr. Axelrod wishes to have this written critique posted on the City webpage. • <u>Raven Stevens:</u> Ms. Stevens stated she had submitted a 14 page report to the Deputy City Clerk for disbursement to the Council and would like for North State Resources to also receive this document. • <u>Dorian Aiello:</u> Mr. Aiello wanted to speak on the record, placing his support of Crystal Geysers coming and employing locals. He stated his concern is for jobs

	<p>and business first.</p> <ul style="list-style-type: none"> • Melinda Willey: Ms. Willey addressed the previous speaker’s comments regarding putting jobs before environmental impacts. She reiterated her support for a full EIR and asked for Crystal Geysers to come to another City Council meeting so the public can understand if the City and Crystal Geysers are on the same page. • Kathy Zavada: Ms. Zavada reiterated her concern that the City Council engage in a full EIR to include a volcanic hydrology report. • Bruce Hillman: Mr. Hillman asked about the plans for future agenda items so he can plan to be at the meeting when the EIR for Crystal Geysers is placed as an agenda item. He also requested that the link for the Waters (Group Spaces) webpage be placed on the City’s web site. <p>City Manager Eckert and Mayor Stearns clarified the scoping meeting for the EIR will be held within 4-6 weeks and the Public Workshop will likely be held sometime in August.</p> <p>Hearing no further requests to comment, Mayor Stearns closed the public comment agenda item.</p>
	<p>5. Meeting Recess</p> <p>By consensus of the City Council a meeting recess was not taken.</p>
	<p>6. Approval of Minutes: Minutes of June 23, 2014 Regular City Council Meeting</p> <p>MOTION to approve the minutes of the June 23, 2014, Regular City Council Meeting as submitted. Motion by: Councilmember Harkness Second by: Councilmember Burns Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p>
	<p>7. Reports RE: Attendance at Outside Meetings</p> <ul style="list-style-type: none"> • Councilmember Harkness reported on his attendance to the CEDAC meeting and shared information related to the results of the Business Walk. • Councilmember Moore shared comments related to the Welcoming Committee.
	<p>8. Council and Staff Comments</p> <ul style="list-style-type: none"> • The City Manager commented on the efforts made toward the issues with the transient population and the increased presence of police officers on patrol. He spoke to the success of the Fourth of July event and Music on the Mountain concert series. • Councilmember Harkness inquired as to an update on the water situation and

	<p>the watering of fields. City Manager Eckert reported City staff is working cooperatively with the School District and the Parks and Recreation to reduce their water utilization. He further reported the SCADA system is now on-line and will give greater monitoring of the wells.</p> <ul style="list-style-type: none"> • The Public Works Director reported on the current status of the well water production and usage amounts. <p>Mayor Stearns opened the meeting for public comment on this item.</p> <ul style="list-style-type: none"> • Melinda Willey: Ms. Willey commented on her concern with respect to an issue with a local resident. She further commented on the City’s request for residents to decrease their water usage by 20% and yet Crystal Geyser will be pumping a large amount of water. • Mayor Stearns asked the City Manager to comment on the status of volunteer recruitment for the City Fire Department. City Manager Eckert reported on the efforts being put forth from City Fire Department staff.
	<p>9. City Council Interviews of Board/Commission /Commissioner Candidates: None</p>
	<p>10. Consent Agenda - The City Manager recommends approval of 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.</p> <ul style="list-style-type: none"> a. Approval of Disbursements: Accounts Payable: 6/23/14, 6/25/14, 7/2/14 and 7/2/14 Total Gross Payroll and Taxes: For Period Ending 6/25/14 (Finance Director) <p>MOTION to approve the consent agenda item (a). Motion by: Councilmember Moore Second by: Councilmember Burns Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p> <p>By consensus of the Council, agenda item #12 was taken up at this time.</p> <p>The City Planner reviewed her written report and recommendation with the Council. She indicated funding has become available through the Department of Water Resources which are largely targeted towards drought projects. City Planner Potts reported the City anticipates submitting two grants for funding to the IRWM. She further indicated the City has the full support of the IRWM for these grant projects to move forward with their submission.</p> <p>A discussion of the Council ensued regarding the relationship between installing meters and the ability to apply for water grants, including other benefits of having water meters as well as the legislative mandates for such.</p>

	<p>MOTION to adopt Resolution CCR-14-37 - Authorizing the Submittal of Grant Application to the California Department of Water Resources to Obtain a 2014 Integrated Regional Water Management (Irwmp) Drought Grant and to Enter Into Agreement to Receive a Grant for the Upper Sacramento, Mccloud, And Lower Pit Irwmp 2014 Drought Grant Proposal, Authorizing the City Manager to Act on the City's Behalf in All Matters Pertaining to the Application, and Authorizing and Directing the City Manager to Prepare the Necessary Data, Conduct Investigations, File Such Application, and Execute a Grant Agreement with the California Department of Water Resources, by title only.</p> <p>Motion by: Councilmember Harkness Second by: Councilmember Moore Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p>
	<p>11. Public Hearing RE: City's Community Development Block Grant (CDBG) Microenterprise Technical Assistance and Business Assistance Loan Program Guidelines.</p> <p>Resolution CCR-14-34 RE: Approval of Revised Program Guidelines for Business Assistance Loan Program and Microenterprise Assistance Loan Program Funded by Community Development Block Grants</p> <p>Resolution CCR-14-35 RE: Approving a Subrecipient Agreement with Jefferson Economic Development Institute for Implementation of an Economic Development Block Grant from the State CDBG Program and Authorizing its Execution</p> <p>Resolution CCR-14-36 RE: Approving a Subrecipient Agreement with Great Northern Services for Administration of CDBG Grant 13-CDBG-8934 for Business Assistance, Microenterprise Loan Program, and Services to Include Senior Services – Snow Removal, Security Deposits and Food Bank</p> <p><u>Background:</u> The State of California Department of Housing and Community Development (HCD) which administers the CDBG program for non-entitlement communities, has revised its regulations. The previous guidelines were approved in January of 2012. In order to clear general conditions in the current grant, revised guidelines were necessary to meet the new regulations.</p> <p><u>Report By:</u> Muriel Howarth-Terrell, Finance Director</p> <p><u>Council Action:</u> Adopt Resolutions CCR-14-34; CCR-14-35; and CCR-14-36</p> <p>The Finance Director reviewed her written report with the Council. She indicated the CDBG guidelines are reviewed by the State periodically and this year there were changes made. The changes are reflected as attached.</p> <p>Mayor Stearns opened the Public Hearing for this agenda item and called for public</p>

	<p>comment at this time.</p> <ul style="list-style-type: none"> • Roslyn McCoy: Ms. McCoy commented on the high costs of starting a small business here in Mt Shasta. • Nazar: Spoke to the testing of the water ways in Mt. Shasta and his interest in keeping the water ways clean. • Marsha Yates: Ms. Yates spoke to her experiences with attempting to maintain a small business here in Mt. Shasta and shared the previous speakers frustration as to the license costs and taxes. <p>Councilmember Harkness reiterated the purpose of these grants and their benefits to businesses.</p> <p>Mayor Stearns closed the Public Hearing for this agenda item.</p> <p>MOTION to adopt Resolution CCR-14-34 RE: Approval of Revised Program Guidelines for Business Assistance Loan Program and Microenterprise Assistance Loan Program Funded by Community Development Block Grants; Resolution CCR-14-35 RE: Approving a Subrecipient Agreement with Jefferson Economic Development Institute for Implementation of an Economic Development Block Grant from the State CDBG Program and Authorizing its Execution; and Resolution CCR-14-36 RE: Approving a Subrecipient Agreement with Great Northern Services for Administration of CDBG Grant 13-CDBG-8934 for Business Assistance, Microenterprise Loan Program, and Services to Include Senior Services – Snow Removal, Security Deposits and Food Bank, by title only.</p> <p>Motion by: Councilmember Moore Second by: Councilmember Burns Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p> <p>Before action was taken, Nancy Swift, from JEDI was present and spoke to the programs available to local businesses and what their role is to support businesses. She expanded on the partnership with the City and what this contract will cover.</p> <p>Seata Madison, Great Northern, spoke to the grant programs available for businesses and reviewed the requirements and limitations of the grants. Rene Casterline, Great Norther, reviewed the food bank program, deposit assistance program and the senior snow removal program with the Council.</p> <p>Ms. Swift thanked the Finance Director for her hard work and efforts put forth with these programs.</p>
	<p>12. Resolution CCR-14-37 RE: Authorizing The Submittal Of Grant Application To The California Department Of Water Resources To Obtain A 2014 Integrated Regional Water Management (Irwm) Drought Grant And To Enter Into Agreement To Receive A Grant For The Upper Sacramento, Mccloud, And Lower Pit Irwmp 2014 Drought Grant Proposal, Authorizing The City Manager To Act On The City's Behalf In All Matters Pertaining To The Application, And Authorizing And Directing The City Manager To</p>

	<p>Prepare The Necessary Data, Conduct Investigations, File Such Application, And Execute A Grant Agreement With The California Department Of Water Resources</p> <p><u>Background:</u> The City has been authorized by the Upper Sacramento, McCloud, Lower Pit River Regional Water Management Group to submit a proposal to the California Department of Water Resources 2014 Drought Grant Program funded by Proposition 84 for two municipal water projects which include the Supply Line Replacement Project and the Water Meter Installation Project. Draft grant proposal in the amount of approximately \$4 million has been prepared for the application submittal deadline which is July 21, 2014.</p> <p><u>Report By:</u> Tuliyani Potts, City Planner</p> <p><u>Council Action:</u> Adopt Resolution CCR-14-37</p> <p>This agenda item was taken up earlier in the meeting.</p>
	<p>13. Resolution CCR-14-29 RE: Approving an Agreement Between the City of Mt Shasta and the Siskiyou Media Council for Operation of the Public, Educational, Government Channel.</p> <p><u>Background:</u> The City has contracted with Mountain Community Television-15 (MCTV-15), managed by Siskiyou Media Council, to provide broadcasting services of the City's meetings of the governing body, the City Council through written Agreement. The current operating Agreement expires on June 30, 2014, and a proposed Agreement is before Council for consideration. Additional Services were sought regarding maintenance and set-up of audio/visual equipment.</p> <p><u>Report By:</u> Muriel Howarth-Terrell, Finance Director</p> <p><u>Council Action:</u> Adopt Resolution CCR-14-29</p> <p>The Finance Director reviewed her written report with the Council and highlighted the changes in the Agreement.</p> <p>The City Manager reiterated the role of Siskiyou Media Council and provided assurances to the Council of the efforts being made to rectify the issues with the audio of the meetings.</p> <p>MOTION to adopt Resolution CCR-14-29 - Approving an Agreement Between the City of Mt Shasta and the Siskiyou Media Council for Operation of the Public, Educational, Government Channel, by title only. Motion by: Councilmember Moore Second by: Councilmember Harkness Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p>
	<p>14. Resolution CCR-14-38 RE: Adopting A Memorandum Of Understanding With Siskiyou County Economic Development Council For The Provision Of Economic Development Services</p>

Background: With the termination of the Enterprise Zone in our area we now have an opportunity to continue the funding that was given by each City and Siskiyou County for the continued economic development provided by the Siskiyou County Economic Development Council. Council requested this agenda be brought back for the consideration of action.

Report By: Muriel Howarth-Terrell, Finance Director

Council Action: Adopt Resolution CCR-14-38

The City Manager advised the Council staff has had an opportunity to pursue items brought forward by the Council at a previous meeting, such as performance measures. He reported a primary goal was to identify primary tasks and develop a one page "dashboard" to place on the webpage. City Manager Eckert stated this is an economical approach to have staff working on economic development and marketing for the City. He further suggested the City add to their resolution language indicating services should only be provided to due paying entities.

Council engaged in a discussion regarding proposed language changes to the MOU with the EDC and paying entities receiving services.

Mayor Stearns opened the meeting for public comment on this item.

- **Melinda Willey:** Ms. Willey inquired as to Ms. Dowse's successes with businesses here in Mt. Shasta. Council and staff relayed success stories and reiterated the benefits of having engaged the EDC. Further discussion was held regarding the amounts other entities are paying and what other entities are part of the agreement.
- **Roslyn McCoy:** Ms. McCoy stated her concerns with respect to the EDC's relationship with Crystal Geyser and EDC's lack of engaging the residents of Mt. Shasta with that project.

Tonya Dowse, Executive Director, EDC, spoke to the work the EDC has completed and processes that were taken to engage the communities. She expressed the submitted scope of work is comprehensive and other cities have already approved it as submitted.

Council discussed the tourism piece and the development of the Tourism Plan grant as well as the concept of a Tourism Business Improvement District (TBID). Further discussion was held regarding businesses and the benefits of the EDC here in Mt. Shasta.

Council reiterated the EDC acts as a business support network to the community and is an important component to economic development. Further comment was made on the language contained in the MOU and resolution.

MOTION to adopt Resolution CCR-14-38 - Adopting A Memorandum Of Understanding With Siskiyou County Economic Development Council For The Provision Of Economic Development Services, by title only.

Motion by: Councilmember Moore

	<p>Second by: Councilmember Harkness Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p> <p>Before action was taken, Council continued their discussion on whether the position of the Council should be to expect the EDC not to provide services and work for those entities that are not going to pay the dues. Several options were explored and a vote was taken and is recorded above.</p>
	<p>15. Resolution CCR-14-39 RE: Implementing The Mt. Shasta City Destruction And Removal Of Substandard And Dangerous Property Located At 218 Castle Street, Mt. Shasta California</p> <p><u>Background:</u> Beginning in early 2011 a long chain of events has occurred at the 218 Castle Street property. The City has followed the procedures of the California Health and Safety Code, California Building Code and City Municipal Code. The next step in the process is to begin the Demolition Process by notifying Siskiyou County of our intent to demolish the property and obtaining approval from the County for the demolition.</p> <p><u>Report By:</u> Muriel Howarth Terrell, Finance Director</p> <p><u>Council Action:</u> Adopt Resolution CCR-14-39</p> <p>The City Manager provided an oral status report on the Castle Street property including the current condition of the property and the timeline for demolition.</p> <p>Council inquired as to the six-month time frame and staff responded the time was to allow response from the property owner and/or the title holder. Council discussion was held regarding the legal process, the noticing and communications from City staff to the property owner/holder, as well as the stated timeline. Staff reviewed the process and action taken to date. Council directed staff to move timeframe to 90 days and increase efforts to make contact with the property owner/title holder. Staff commented on the abatement process and costs associated therewith.</p> <p>16. MOTION to adopt Resolution CCR-14-39 - Implementing The Mt. Shasta City Destruction And Removal Of Substandard And Dangerous Property Located At 218 Castle Street, Mt. Shasta California, and change the timeframe to read 90 days, by title only. Motion by: Councilmember Moore Second by: Councilmember Harkness Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p>
	<p>17. Resolution CCR-14-40 RE: Authorizing Execution Of A Memorandum Of Understanding Between The City Of Mt. Shasta And Teamsters Local 137</p>

	<p>Miscellaneous Bargaining Unit</p> <p>Resolution CCR-14-41 RE: Extending The Adjustments To The Salaries And Benefits For Unrepresented Employees For The 2014-2015 Fiscal Year</p> <p><u>Background:</u> The City and the Teamsters Local 137 Bargaining Unit: Miscellaneous Employees, reached Tentative Agreement, which were ratified by the unit to begin July 1, 2014. Additionally, staff recommends extending the adjustments to the salaries and benefits for unrepresented employees.</p> <p><u>Report By:</u> Muriel Howarth Terrell, Finance Director</p> <p><u>Council Action:</u> Adopt Resolutions CCR-14-40 and CCR-14-41</p> <p>The Finance Director reviewed her written report and recommendation with the Council. There was no further discussion on the matter.</p> <p>MOTION to adopt Resolution CCR-14-40 - Authorizing Execution Of A Memorandum Of Understanding Between The City Of Mt. Shasta And Teamsters Local 137 Miscellaneous Bargaining Unit; and Resolution CCR-14-41 - Extending The Adjustments To The Salaries And Benefits For Unrepresented Employees For The 2014-2015 Fiscal Year, by title only.</p> <p>Motion by: Councilmember Burns Second by: Councilmember Harkness Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Burns/Harkness/Moore/Mayor Stearns) 1 – Absent (Collings)</p>
	<p>18. Brown Act Committee Minutes/Meetings: None</p>
	<p>19. Upcoming Future Agenda Items:</p> <ul style="list-style-type: none"> a. Award Contracts for State mandated waste water treatment improvements Engineering and Environmental Contracts. b. Recommendation regarding Short-term Vacation Rentals c. Review of Ordinance #275 with the intent to add language allowing the inclusion of downtown property owners to be eligible to sit on the DEAC d. Potential Annexation of Orchard Property e. Recycling Enhancements f. Staff update regarding results of Economic Development Business Walk About g. Parking Improvements h. Potential Locations for Electric Charging Stations i. Centennial Greenway Progress Update

	<p>j. Arts and Culture Subcommittee for Ballot Consideration</p> <p>k. MOU between Mt. Shasta City Fire Department and the Mt. Shasta District Fire Department</p> <p>Councilmember Moore asked for an update on the possibility of an RV Park development at the Landing and for an update for recycling enhancements.</p> <p>Councilmember Burns asked as to the timeline for the MOU between the City Fire Department and the District Fire Department.</p> <p>Councilmember Harkness inquired as to the status of the short-term rental issue</p>
	<p>20. Adjourn</p> <p>There being no further business before the Council, the meeting was adjourned at the hour of 8:08 p.m. to the next Regular City Council Meeting to be held on Monday, July 28, 2014 at 5:30 p.m.</p>

Respectfully Submitted,

Tammy Laphorne

Tammy Laphorne,
Deputy City Clerk