

MT. SHASTA CITY COUNCIL REGULAR MEETING MINUTES
Mt. Shasta Community Center, 629 Alder Street
Monday, September 23rd, 2013; 6:30 p.m.
Approved as Submitted on 11-25-2013

1. Call to Order and Flag Salute

At the hour of 6:30 p.m. Mayor Moore called the meeting to order and led the audience in the Pledge of Allegiance.

2. Roll Call

Present: Councilmembers Michael Burns, Jeffrey Collings, Geoff Harkness, Tim Stearns, and Mayor Tom Moore

Absent: None

3. Public Comment: NONE

4. Approval of Minutes: Minutes of Sept 9th, 2013 Regular City Council Meeting

Council Action: Motioned by Councilmember Stearns, Seconded by City Councilmember Harkness, Motioned carried on a voice vote of 5-0.

5. Special Presentations & Announcements: NONE

6. Consent Agenda: The City Manager recommends approval of the following Consent Agenda items:

a. Approval of Disbursements: Accounts Payable: 09/05/13, and 9/09/13 and

Total Gross Payroll and Taxes: For Period Ending 09/10/2013

b. Investment Report: Monthly Investment and Financial report for the Period Ended August 31st, 2013.

c. Consider Resolution NO. CCR-13-44 RE: A Resolution of the City Council of Mt. Shasta claiming the City's Apportionment of Local Transportation Funds in the Amount of \$108,349, of which \$24,870 is claimed for streets and roads purposes and the balance of & \$83,477 shall be used for public transit and \$24,870 is claimed for streets and roads Purposes and the balance of \$83,477 is to be used for unmet public transit needs and Authorizing the Mayor to execute the claim.

Councilmember Harkness had questions with regard to the allocation made to the local transportation funds and asked if there was a local representative for the Transportation Commission.

Director of Finance Muriel stated Mayor Moore is the Representative, with meetings held monthly.

Councilmember Harkness inquired as to the amounts being allocated this year as compared to previous years. The Director of Finance clarified there is a range of between \$70,000 and \$100,000 and the amount allocated for this year is less than the previous year.

Mayor Moore stated another factor was the new buses the County rolled out this year. Council Member Harkness reported he felt he had an obligation to inquire as this is a significant financial allocation.

Council Action: Councilmember Stearns moved for adoption of Resolution #CC-13-44 by title only, Seconded by Council Member Harkness. Motion carried on a voice vote of 5-0.

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- 7. Discussion and Possible Action Re:** Presentation by Siskiyou County Economic Development Council (SCEDC). County Economic Development Executive Director, Tonya Dowse will address the Council on what they do for the City. Ms. Dowse will also address the Council on possible changes in the Enterprise zone Funding.

Tonya Dowse, Siskiyou County Development Executive Director, addressed the Council. She introduced a member of their Board of Directors, Linda Williams, who is the General Manager of Relay's.

Ms. Dowse updated the Council on where they are on the Enterprise Zone District that they have been working on over the last five years. During this time, the SCEDC reports that there have been 2,500 employees "vouchered" (one voucher =one job) and provided assistance to over 500 businesses throughout Siskiyou County. Ms. Dowse reports the legislation did not allocate funds to continue this program, which will end on December 31, 2013. The original legislative intent was for a fifteen year commitment. As a result of this program ending, the SCEDC wants to make sure the remaining funds are used to best benefit the businesses.

The SCEDC received legislative clarification the businesses can receive their tax credits for hiring an employee or purchasing equipment as long as it is done no later than December 31, 2013, and the equipment is put into service also by December 31, 2013. Ms. Dowse advises that it would be advantageous for the businesses to get every tax credit they can on the books to use over the next ten years.

Ms. Dowse asked the City Council how they feel the SCEDC would be able to continue to assist them with economic development once the Enterprise Zone program ends in December 2013, and briefly discussed a plan for what economic development would look like at the local levels going forward. The Council recommends that the SCEDC consider having a workshop with the other local governing bodies to set a plan for moving forward. Mayor Moore discussed the funds the City currently allocates to the SCEDC and reflects those funds may be re-allocated to the local economic development efforts, to attract new business here or to enhance those that are already doing business here.

Ms. Dowse agrees a County wide meeting with representatives from each City's governing body could provide some insight on where we go from here and what the next steps would look like.

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- 8. Consider Resolution NO. CCR-13-45 Re: A Resolution of the City Council of the City of Mt. Shasta Approving a Maintenance Services Agreement with Mount Shasta Fire Protection District for Vehicle and Equipment Maintenance Services (Public Works director)**

The Public Works Director reported this is a good opportunity to collaborate with the Mt. Shasta Fire District and would be of great benefit to both the City and the Fire District. The Resolution would allow the City Mechanic to perform repairs and provide maintenance on Fire District vehicles for an agreed upon hourly rate. The City's Mechanic is fully qualified to perform the scope of work under the agreement. The revenue generated from this agreement and work will be used to purchase additional shop equipment, tools, and to offset some of the City Mechanic's salary. The Public Works Director made it clear that the City was under no obligation to provide these services and will, of course, make the City's worker their priority.

Mayor Moore reported that he would be concerned about redirecting business away from the local shops and directed staff to have discussions with the local shops.

Council Action: Councilmember Stearns moved to approve Resolution No. CCR-13-45, A Maintenance Services Agreement with Mount Shasta Fire Protection District to Provide Vehicle and Equipment Maintenance for services in title only, Motion Seconded by Councilmember Harkness. Motion carried on a voice 5-0.

9. Consider Resolution No. CCR-13-46 RE: A Resolution of the City Council of the City of Mt. Shasta Accepting the Report of Final Year End Revenues and Amending the Operation Budget for Fiscal Year 2012-2013 to Make Appropriations for Those Budget Block Items That Exceed the Adopted Operating Budget.

The Finance Director provided the Council with her staff report. She reported the auditors have completed their field work for the City's audit last week and she will be providing the Council with some of the audit results. The Finance Director further reported the General Fund ended up coming in above initial projections for the City.

Mayor Moore opened the floor for discussion and thanked the Finance Director for her hard work and her efforts in the positive financial position of the City.

Council Action: Councilmember Stearns moved to approve Resolution No. CCR-13-46, A Resolution of the City Council of the City of Mt. Shasta Accepting the Report of the Final Year-End Revenues and Amending the Operating Budget for fiscal year 2012-2013 to Make Appropriation for Those Budget Block Items That Exceed the Adopted Operating Budget, Seconded by Councilmember Jeffrey Collings. Motion carried on a voice vote of 5-0.

Mayor Moore thanked the Finance Director for providing the Council with clearly defined reports. Councilmember Michael Burns, Sr. also thanked the Finance Director for the time and effort she puts in.

10. Brown Act Committee Minutes/Meetings - NONE

11. Reports RE: Attendance of Outside Meetings:

- Councilmember Collings reported he and Councilmember Harkness attended the League of California Cities Conference. Councilmember Collings further reported that this event would be ideal for the City Manager to attend in the future.
- Councilmember Harkness reported he attended a regional meeting while at the conference where the State Senator from this area addressed the attendees. Councilmember Harkness stated that he has relevant and beneficial information he gained at the conference that he will provide to City staff.

There were no other reports provided.

12. Future Agenda Items:

- **Execution Of Amendments to Memoranda of Understanding Between The City Of Mt. Shasta And Operating Engineers Union Local No. 3 Communications Dispatchers And Police Officers Bargaining Units.**

Mayor Moore would like to add ACME/IT services to a future agenda.

Mayor Moore would like to add the hiring freeze to a future agenda for discussion.

13. Council and Staff Comments

The City Manager thanked Councilmembers Collings and Harkness for investing their time to attend the League of Cities Conference and he anticipates further assignments as a result. The City Manager reported staff is diligently working on revisions to the Special Events Policy and the training for the new Police Officer is going well. The City Manager further reports that he and the Planning Director will be meeting with the high school regarding signage and will continue looking into affordable housing. The City Manager updated the City Council on the Pine Street Project and the Volunteer Firefighter Program.

The City Manager recognized the local residents who participate on committees, giving their time, and is working to enhance the engagement of the residents. The City Manager thanked the Council for their dedication and time.

Councilmember Burns, Sr. commented that he is very appreciative of Paul Eckert, City Manager, and finds him to be extremely motivated with high energy. Councilmember Burns thanked and acknowledged Jeff Butzlaf for his guidance and service to the City.

At the hour of 7:50 p.m. Mayor Moore adjourned the meeting to Closed Session; the meeting was reconvened at the hour of 8:17 p.m.

13. Closed Session

- a. Conference With Labor Negotiator – Pursuant to Government Code §54957.6
Agency Negotiators: City Manager and Director of Finance
Employee Organization: Operating Engineers Local Union No. 3; Police and Police Communications Dispatcher Units; and Teamsters Union: Miscellaneous Unit.

No action was taken in closed session.

14. Adjourn

There being no further business before the Council, the meeting was adjourned at the hour of 8:17 p.m. to the next Regular City Council Meeting to be held on Monday, October 14, 2013, at 6:30 p.m.

Respectfully Submitted,

Tammy Laphorne

Tammy Laphorne, Administrative Assistant/Deputy City Clerk
For John E. Kennedy Sr., City Clerk