

Mt. Shasta City Council Regular Meeting Agenda

Monday, February 26, 2024, 5:30 p.m.

This meeting will be presented in a hybrid format and can be attended in two ways:
In-Person at the Mt. Shasta City Park Upper Lodge, 1315 Nixon Rd. Mt. Shasta, CA

OR

Online at the following link:

MountShasta.22Ave.tv

For the safety of our staff, the council, and public, we are no longer allowing members of the audience to carry large bags, backpacks, or other items outside of small personal items such as purses or satchels. Only service animals are allowed inside council chambers; nonservice pets are not allowed under any circumstances. Violators will be asked to remove the bag and/or animal, and refusal to do so will be cause for removal from the meeting.

“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	STANDING AGENDA ITEMS
	1.	Call to Order and Flag Salute
	2.	Roll call
	3.	Special Presentation: Melissa Cummins, Siskiyou County Local Transportation Commission
	4.	Public Comment: This time is set aside for citizens to address the City Council on matters listed on the Consent Agenda as well as other items not included on the Regular Agenda. If your comments concern an agenda item noted on the regular agenda, please address the Council when that item is open for public comment. Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the City. Council discussion or action cannot be taken on items not listed on the agenda other than to receive comments. If you have documents to present to members of Council, please provide a minimum of seven (7) copies to the Deputy City Clerk. Email Comments may be submitted to the City Clerk’s Office (kjoyce@mtshastaca.gov). Items received no later than 12:00 pm on the day of the meeting will be provided to the City Council prior to the meeting. These items will NOT be read into the record.
	5.	Council and Staff Comments
	6.	Committee Updates: a) Downtown Enhancement Advisory Committee b) Library Tax Advisory Committee c) Beautification Committee d) Active Transportation Committee

	CITY COUNCIL BUSINESS
Page	<p>7. 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 Minutes: January 22, 2024 Regular and Special Meeting, February 12, 2024 Regular Meeting b. Approval of Disbursements: Accounts Payable: 2/8/2024; Total Gross Payroll and Taxes: For Period Ending 2/4/2024 c. Mountain Runners 4th of July Letter of Support d. Monthly Investment and Revenue Report
Page	<p>8. Agreement Between the City and the Friends of the Library for Library Operations <u>Background:</u> The Friends of the Library have been managing the Library since the Independent Contractor relationship with the former Library Executive Director was not renewed. They have asked that the relationship with the City be formalized with the City via a contract. <u>Report By:</u> Todd Juhasz, City Manager <u>Recommended Council Action:</u> The City Manager recommends approving an agreement with the Friends of the Library that formalizes their existing relationship with the City.</p>
Page	<p>9. Approval of Scope of Work from Noll & Tam Architects for the Mt. Shasta Library Renovation Project <u>Background:</u> The Library Tax Advisory Committee selected Noll & Tam Architects for architectural consulting services to review the original plans for the Library as the firm specializes in the design, construction, and renovation of libraries. In this initial phase, the firm is to review the previously prepared expansion plans as well as seek to understand programming and space needs via interviews with the Friends of the Library, the LTAC, and through a stakeholders/public meeting to determine desirable programming for the Library. <u>Report By:</u> Todd Juhasz, City Manager <u>Recommended Council Action:</u> The City Manager recommends approving the final scope of work for the Mt Shasta Library Expansion, Renovation, and Modernization.</p>
Page	<p>10. Engagement letters for the commercial appraisal of three APNs that comprise the Brownell parcels <u>Background:</u> The City Council has discussed and approved entering into an agreement with Alan Brownell for six months to lease the two unimproved parcels located at 415 North Chestnut Street (APNs 057-191-150, 057-191-180). During this lease period, the City will conduct a commercial appraisal and perform an environmental assessment. Staff has contacted several commercial appraisers between Chico and Medford for estimates to conduct commercial appraisals of the three APNs that comprise the property. Staff recommends approval of Chuck Ryan of Ryan Valuation Services to complete the appraisals. <u>Report By:</u> Todd Juhasz, City Manager <u>Recommended Council Action:</u> The City Manager recommends approving the commercial appraisal of the three APNs that encompass the Brownell property located at 415 North Chestnut Street for a total fee of \$10,000.</p>

Page	<p>11. Budget Adjustments</p> <p><u>Background:</u> City staff will present potential adjustments to the City budget for fiscal year 2023/24 for contract work for City annexation and for software for internal processes.</p> <p><u>Report By:</u> Muriel Terrell, Finance Director</p> <p><u>Recommended Council Action:</u> Review, discuss, and approve the Proposed Budget Adjustments for fiscal year 2023-2024</p>
	CITY COUNCIL/STAFF REPORTING PERIOD
	12. Reports on Outside Meetings
	<p>13. Future Agenda Items and Meetings (Appearing on the agenda within 60-90 days):</p> <ul style="list-style-type: none"> a. Sidewalk Snow Removal In the Downtown – 3/11/2024 b. Fiscal year 24/25 budget projection – TBD c. Expansion of Enhanced Infrastructure Financing District boundaries – TBD d. Discussion and Possible Action: City Manager Salary – TBD e. Approval of Funds to Complete a Survey of Washington Avenue – TBD f. Amendment of Parklet Ordinance – TBD g. Discussion and Possible Action: Downtown Enhancement Advisory Committee Fiscal Review and Project Approval - 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 <p>Future Agenda Items Over 90 Days:</p> <ul style="list-style-type: none"> 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

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14. Adjourn

I, Kathryn Joyce, declare under penalty of perjury that this agenda has been posted at least 72 hours in advance at the Mt. Shasta City Hall, 305 N. Mt. Shasta Blvd, Mt. Shasta, CA, in the glass case and on the City website at www.mtshastaca.gov. Agendas and packets shall be made available at least 72 hours in advance of regular meetings and 24 hours in advance of special meetings on the City's web site. Any writings or documents pertaining to an open session item provided to a majority of the City Council less than 72 hours prior to the meeting shall be made available on the City's web site www.mtshastaca.gov. 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.

The City of Mt. Shasta does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, if you need special assistance, a disability-related modification or accommodation, agenda materials in an alternative format, or auxiliary aids to participate in this meeting, please contact the Office of the City Clerk at 530-326-7516 or kjoyce@mtshastaca.gov as soon as possible. Providing at least 72 hours' notice will help ensure that reasonable arrangements can be made.