

Mt. Shasta City Council Regular City Council Meeting Minutes

City Park Upper Lodge 1315 Nixon Road, Mt. Shasta
Monday, July 24, 2017; 5:30 p.m.
Approved as Submitted

“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 5:33 p.m. Mayor Kathy Morter called the meeting to order and led the audience in the Pledge of Allegiance.

2. Roll Call: Council Members Present: Engstrom, Stearns, Wagner, Morter. Councilmember Stackfleth arrived at 5:40 p.m.
Council Members Absent: None

3. Special Presentations & Announcements: None

4. Public Comment:

Bruce Hillman – Comments regarding the We Advocate for Environmental Review group and Crystal Geyser Environmental Impact Report. Provided letter from Economist Noah Enelow to Council.

John Beall – Comments regarding Crystal Geyser.

5. Meeting Recess: None

6. Council and Staff Comments:

Bruce Pope, City Manager – Comments regarding Federal Emergency Management Agency reimbursements, economic development proposals, The Landing, marketing, and rate study and 218 process.

Kathy Morter, Mayor – Comments thanking the City Planner and Public Works Director for work done on FEMA project. Comments in regards to Team Shasta and rate increase concerns in the community.

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: July 10, 2017 Regular City Council Meeting
- b. Approval of Disbursements: Accounts Payable, 7/5/17 and 7/11/17; Total Gross Payroll and Taxes: For Period Ending 7/2/17. (Finance Director)
- c. Monthly Financial/Investment Report for Period Ending June 30, 2017 (Finance Director)

MOTION: Councilmember Stackfleth

SECOND: Councilmember Engstrom

AYES: Engstrom, Stearns, Stackfleth, Wagner, Morter

NOES: None

ABSENT: None

<p>ABSTAIN: None</p>
<p>8. Budget Adjustment for Drinking Water System Emergency Chlorination Equipment and Emergency Waterline Replacement Project <u>Rod Bryan, Public Works Director</u> – Review of budget adjustment requests for chlorination equipment and emergency waterline replacement. Clarifying questions from Council. <u>Roslyn McCoy</u> – Questions regarding the chlorination system. <u>Rod Bryan, Public Works Director</u> – Review of process to maintain residual dose of chlorine in the water system.</p> <p>COUNCIL ACTION: Approve Resolution No. CCR-17-46, approving budget adjustments for emergency chlorination equipment and emergency waterline replacement MOTION TO APPROVE: Councilmember Wagner SECOND: Councilmember Stackfleth AYES: Engstrom, Stearns, Stackfleth, Wagner, Morter NOES: None ABSENT: None ABSTAIN: None</p>
<p>9. Housing Development and Planning <u>Juliana Lucchesi, City Planner</u> – Staff report, review of changes from previous City Council meeting. Review of healthy housing market, household incomes. Recommended discussing results at second November Council meeting. Clarifying questions from Council. It was suggested that the Resolution be modified to include the report date and the names of the two ad hoc committee members. <u>Hannah Helms</u> – Comments in regards to safe and affordable housing. Council discussion. COUNCIL ACTION: Approve Resolution No. CCR-17-47 with the amendment to include the report date of November 27th and the appointment of Councilmember Engstrom and Mayor Morter. MOTION: Councilmember Engstrom SECOND: Councilmember Stackfleth AYES: Engstrom, Stearns, Stackfleth, Morter NOES: None ABSENT: Councilmember Wagner temporarily stepped out during the vote. ABSTAIN: None</p>
<p>10. Library Architecture Concept and Request For Proposal Approval <u>Juliana Lucchesi, City Planner</u> – Staff report, review of renovation and expansion of the library, RFP, project description, and conceptual drawing. Clarifying questions from Council. During discussion, it was clarified how the cost estimate was calculated. <u>Dennis Johnson, Library Tax Advisory Committee Member</u> – Comments in opposition of scope of work contained in RFP. <u>Roslyn McCoy</u> – Questions in regards to taxes collected and amount of money to be borrowed. <u>Michael Murray, LTAC Chair</u> – Comments regarding cost of addition to library building and the need to have a shovel-ready project. <u>Muriel Howarth-Terrell, Finance Director</u> – Comments regarding cost of project, RFP, and debt funding. Clarifying questions from Council. COUNCIL ACTION: Send the item back to staff to revise the RFP, discuss the RFP with LTAC to agree on an idea and cost, to extend the time to solicit proposals, and to bring the item back to the City Council for approval. MOTION: Mayor Pro Tem Stearns SECOND: Councilmember Stackfleth</p>

AYES: Engstrom, Stearns, Stackfleth, Wagner, Morter

11. Records Management Program and Retention Schedule

Kathy Wilson, Deputy City Clerk – Staff report, review of Records Management System.

Clarifying questions from Council.

Roslyn McCoy – Questions regarding email retention.

During discussion, email retention was clarified.

COUNCIL ACTION: Approve Resolution No. CCR-17-48, approving the Records Management Program and Retention Schedule.

MOTION: Councilmember Stackfleth

SECOND: Councilmember Engstrom

AYES: Engstrom, Stearns, Stackfleth, Wagner, Morter

NOES: None

ABSENT: None

ABSTAIN: None

CITY COUNCIL/STAFF REPORTING PERIOD

12. Council Reports on Attendance at Appointed/Outside Meetings:

Barbara Wagner, Councilmember – Team Shasta presentation, multi-community trail, Lion’s Club

Paul Engstrom, Councilmember – Team Shasta presentation

Tim Stearns, Mayor Pro-Tem – Continuum of Care regional meeting, Sis-Q Tel, League of Local Agencies

Kathy Morter, Mayor – League of Local Agencies, Summer Lunches/Rotary, Team Shasta, Ford Family Foundation

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

COUNCIL ACTION: Reviewed Items a through n.

- a. Climate Resiliency Synthesis Report – 8/14/17
- b. Public Hearing: Accessory Dwelling Units Ordinance Amendment – 8/14/17
- c. Authorizing Measure ‘A’ Special Tax – 8/14/17
- d. Discussion and Possible Action: Broadband – 8/14/17
- e. City Council Compensation – 8/14/17
- f. Approval of Expenditure for Propel Marketing – 8/14/17
- g. Awarding of Proposal for EPA Brownfields Grant – 8/14/17
- h. Quote for Proposal for Actuarial Contract for CALPERS and GASB – 8/14/17
- i. Public Hearing: Cannabis Ordinances – 9/25/17
- j. Sisson Museum Transaction Tax and Report on All Potential Initiatives – TBD
- k. Tax Sharing Agreement - TBD
- l. Strategic Plan Workshop - TBD
- m. Historic Preservation Committee – TBD
- n. Crystal Geysir Industrial User Permit – TBD

14. Closed Session: Council adjourned to Closed Session at 7:39 p.m. and reconvened at 7:40 p.m.

COUNCIL ACTION: No reportable action.

15. Adjourn: There being no further business, the meeting was adjourned at 7:40 p.m.

Respectfully Submitted by: Kathryn M. Wilson, Administrative Assistant/Deputy City Clerk