

Mt. Shasta City Council Regular City Council Meeting Minutes

Mt. Shasta Community Center, 629 Alder Street

Monday, August 24, 2015; 5:30 p.m.

APPROVED by Council as submitted on September 14, 2015

“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	STANDING AGENDA ITEMS
1. Call to Order and Flag Salute	At the hour of 5:32 p.m., Mayor Geoffrey Harkness called the meeting to order and led the audience in the Pledge of Allegiance.
2. Roll call	Council Members Present: Burns, Stearns, Morter, Mayor Pro Tem Collings and Mayor Harkness Council Members Absent: None
3. Special Presentations & Announcements	With no special presentations or announcements, Council proceeded to Agenda Item # 4.
4. Public Comment	Mayor Harkness opened the meeting for public comment on items not on the agenda. No public comments were presented.
5. Meeting Recess	No recess was taken.
6. Council and Staff Comments:	City Manager Paul Eckert commented on Back to School Week encouraging driving slower and getting back in the habit of looking out for young children in the community and for high school drivers. The Police Department has rotated a speed trailer in front of the various schools this year during the last two weeks to start changing (speed) behavior and the Department has a few new officers who issue more citations and know not to give as many breaks at this time in an effort to change (driving) behavior for the well-being of our children. Public works has also coordinated with the school district and rotated several projects during this time. Eckert also briefly commented on the progress of the Industrial Permit Application, EDA Funded Wastewater Treatment Plant Improvement Project, water meter and waterline projects, routine street maintenance and street striping, and thanked the Police Department for leading the effort with the traveler population in the new ordinances to insure equity in the community with various resources. Council Member Burns commented on the Alma Street Parking spaces noting the private property owner said they looked good and thanked the Public Works Director. Burns also commented on the patrol cameras in use thanked Chief Cross.

Council Member Morter commented on her two month Anniversary as a Council Member.

Mayor Harkness noted that this is the City Manager's Birthday and Council sang "Happy Birthday".

CITY COUNCIL BUSINESS

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.

- a. Approval of Minutes: August 10, 2015 Regular City Council Meeting
- b. Acceptance of Brown Act Committee Minutes:
Active Transportation Committee (ATC) Regular Meeting Minutes of May 15, 2015
Community Economic Development Activities Committee (CEDAC) Regular Meeting Minutes of June 9, 2015
- c. Approval of Disbursements: Accounts Payable: August 6, 2015; Total Gross Payroll and Taxes: For Period Ending August 2, 2015 (Finance Director)
- d. Monthly Financial/Investment Report – July 31, 2015 (Finance Director)
- e. CalOES MOU Resolution CCR 15-43 for Payment of Portal to Portal

Council Member Stearns noted he was absent from the August 10, 2015 Council Meeting. Council requests staff amend the minutes with Council Member Stearns absent on the Roll Call and removed from Motions. Mayor Harkness made a verification to his Agenda Item 8 comments in the minutes. Comments to be amended to read; springs output is higher due to increased rainfall received last winter and water utilization is down due to public participation in water reduction efforts. Staff will take the August 10, 2015 Meeting Minutes back and submit for approval at the next Regular City Council Meeting.

Council Action: MOTION to Approve Consent Agenda Items (b) through (e) in title only;

MOTION By: Mayor Pro Tem Collings

Second by: Council Member Stearns

Ayes: Council Members Burns, Morter, Stearns, Mayor Pro Tem Collings, Mayor Harkness.

Noes: None

Absent: None

Abstain: None

Following the preceding action Council Member Morter initiated a second action.

Council Action: MOTION to Approve Consent Agenda Item 7(a) Amended;

MOTION By: Council Member Morter

Second by: Mayor Pro Tem Collings

Ayes: Council Members Collings, Morter, Mayor Harkness

Noes: None

Absent: None

Abstain: Council Members Burns, Stearns

8. Public Hearing Regarding Analysis of Brownfields Cleanup Alternatives and Remedial Action Work Plan for The Proposed Mt. Shasta Commerce Park (The Landing).

Background: City staff respectfully recommends that the City Council hold the required public hearing to obtain resident feedback following the review of the Analysis of Brownfields Cleanup Alternatives-Preliminary Evaluation, and a Remedial Action Work Plan for the New Mill section of The Landing.

Report By: Muriel Howarth Terrell, Finance Director. Representatives of the Siskiyou County Economic Development Council will also present.

Recommended Council Action: Accept Review and Hold Public Hearing

Finance Director, Muriel Howarth-Terrell introduced Logan Smith of the Siskiyou County Economic Development Council (SCEDC) and recommended the public hearing. After submitting a map of the site to Council, Sean Logan explained the Brownfields Cleanup Alternatives and Remedial Action Work Plan documents and options for clean-up at the New Mill section of the Landing. Smith noted that this is a working draft form and that the SCEDC was looking forward to public feedback regarding the presentation. The Remedial Work Plan did not make it into the Agenda Packet however Smith offered to make it available to Council and on the City's website. Smith described on a map the clean-up area covered by the Grant and provided a general summary of the clean-up actions and course of action going forward.

Council Action: Council opened the Public Hearing to obtain resident feedback following presentation of the Brownfields Cleanup Alternatives and the Remedial Action Work Plan documents.

Public Comment: With no public comment, Council closed the Public Hearing and proceeded to the next item on the agenda.

9. City Council Approval Dedicating Castle Alley as a Non-Motorized Trail Way

Background: The Mt. Shasta Planning Commission previously approved dedication of Castle Alley as a Non-Motorized Trail. City staff respectfully requests the City Council approve by motion dedication of Castle Alley as a Trail Way.

Report By: City Manager Paul Eckert and Kristen Maze, City Planner

Recommended Council Action: Approve by motion dedication of Castle Alley as a Trail Way

Council Action: MOTION to Approve Dedication of Castle Alley as a Trail Way;

MOTION By: Council Member Stearns

Second by: Council Member Morter

Ayes: Council Members Burns, Morter, Stearns, Mayor Pro Tem Collings and Mayor Harkness

Noes: None

Absent: None

Abstain: None

10. Centennial Greenway Progress Update (Centennial Trail Update)

Background: City staff will provide an overview of the current status of efforts to transfer property from private ownership to the City for a Non-Motorized Trail Way previously agreed to by adjacent property owners.

Report By: Paul Eckert, City Manager

Recommended Council Action: Accept Report

City Manager Paul Eckert, presented a power point map of the trail system and described the Greenway in detail. Eckert presented the steps for re-conveyance to the City properties comprising a Greenway that would connect to Centennial Park.

Council Action: Council requested an update in 8 to 10 weeks. Update to be added to the Future Agenda Items.

11. Criteria for Funding of External Agency Budget Requests

Background: City staff respectfully requests the City Council review and adopt a new City Council Policy regarding the evaluation of annual requests for funding from Outside Agencies.

Report By: Paul Eckert, City Manager and Muriel Howarth Terrell, Finance Director

Recommended Council Action: Approve Policy

City manager, Paul Eckert presented the new policy to Council for approval. Following discussion of several items in the policy, Council agreed to accept the Policy as written for the current year with Part 2C Income Statement of the Outside Agency Funding Application, Williamson County amended to Williamson Act and beginning next year, paragraph one, sentence two of the Outside Agency Funding Policy amended to read; Annually by resolution, City Council shall establish the expenditures to be used by outside agencies.

Council Action: MOTION to Approve the Policy with the amendments discussed;

MOTION By: Council Member Stearns

Second by: Council Member Morter

Ayes: Council Members Burns, Morter, Stearns, Mayor Pro Tem Collings and Mayor Harkness

Noes: None

Absent: None

Abstain: None

12. Update on Mitigation Efforts of the Nest Living Complex

Background: City staff respectfully recommends the City Council consider and accept the staff presentation regarding the current City mitigation efforts to minimize public health and safety and nuisance concerns at The Nest housing complex.

Report By: Paul Eckert, City Manager and Parish Cross, Police Chief

Recommended Council Action: Accept Report

Paul Eckert and Chief Cross reported on mitigation efforts and the next steps to be taken by the City. The report focused on building, health and safety code compliance issues, complaints from surrounding property owners and the past and current mitigation efforts by the City.

Public Comment: Council invited public comment on the mitigation efforts.

Nazar, a resident of Mt. Shasta, voiced his concerns about a grove of pine trees removed on Castle Street, and also commented on water concerns. As Nazar's comments were not directly related to this agenda item, Mayor Harkness informed Nazar that he would be happy to speak with him after the meeting, to which Nazar agreed.

There were no other public comments on this item.

Council Action: Council thanked staff for the report. Staff will provide future updates.

CITY COUNCIL/STAFF REPORTING PERIOD

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

Council Member Burns reported that the Local Transportation Committee (LTC) meeting was very short. Burns and the City Manager will be in attendance at a special meeting at the County Courthouse to listen to public comment on the regional transportation issues coming up and they will both be attending the September 28th LTC meeting.

Council Member Morter reported that at the Beautification Committee meeting the main focus of attention was on the proposed landscaping design at the Visitor Center and the potential of moving the Visitor Center to another site or remodeling the existing building. The committee decided that should they decide to remodel on site, the landscaping plan should accompany that remodel.

Mayor Harkness reported on the August 11, 2015 meeting of the Community Economic Development Activities Committee (CEDAC). The committee reviewed the Business Walk findings. Other recent topics were Shoulder Season Events and the Brownfields update.

Mayor also reported on several meetings with Chamber of Commerce about short term rentals which is a Future Agenda item for the Council and also met with the Land Trust, who is involved in greenway/parkway planning. The Land Trust is looking at grant opportunities potentially related to Proposition 1 passed by California citizens last year. There may be more information regarding the Land Trust in the future.

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

After reviewing the list of future agenda items, Mayor Harkness asked staff if it was reasonable for all of the September items to remain on the agenda. Staff agreed that it was reasonable and no items need to be postponed. Council requested the Centennial Park Review/Update be added for September or October and the Nest Mitigation Efforts Update also added as a Future Agenda Item.

- a. Update regarding potential water rate structure in Fiscal Year 2016/17– 9/2015
- b. Joint City council and Planning Commission Meeting – 9/2015
- c. Water Meter Opt Out Program – 9/2015
- d. Presentation regarding history of Mt Shasta Connection Fees and comparison with regional local Governments – 9/2015
- e. Presentation regarding potential Forest Service use of treated effluent for fire suppression and dust control – 9/2015
- f. Overview of Rail Quiet Zone Process – 9/2015
- g. Review of Proposed Caltrans SR 89/South Mt. Shasta Boulevard Intersection Improvement Project - 9/28/2015

- h. Annual update from Planning Commission Chairperson – 9/2015
- i. Request for Qualifications from Financial Consultants for Sewer and Water Rate Development Services – 9/2015
- j. Requests for Proposals for Information Technology (IT) Services for City Operations – 9/2015
- k. Humane Society Contract Renewal – 10/2015
- l. City Engineer and Public Works Director will provide an overview of Street Pavement Condition – 11/2015

15. Closed Session:
Council had no closed session items to discuss.

16. Adjourn:
There being no further business before the City Council, Mayor Harkness adjourned the meeting at 7:18 p.m.