

Mt. Shasta City Council Regular City Council Meeting Minutes

Mt. Shasta Community Center, 629 Alder Street

Tuesday, May 27, 2014; 5:30 p.m.

Approved as Submitted on June 9, 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 5:32 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, Collings, Harkness, Moore, and Mayor Stearns Councilmembers Absent: None</p> <p>Mayor Stearns received consensus of the Council to take up agenda item #4 at this time and hear 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>Nancy Gandrau</u> – Ms. Gandrau stated she is a business owner in the downtown area. She spoke to her concerns regarding the limited parking downtown and asked the Council to consider making a change to the painted parking markers to create improved visibility of the actual parking spaces from inside the vehicle. Ms. Gandrau presented a document containing 25 signatures of downtown merchants who share this concern regarding parking.• <u>Raven Stevens</u> – Ms. Stevens reminded the Council they are continuing with the private well testing of the Mt Shasta/Big Springs ground water elevation survey. She indicated there are about 27 homeowners participating in the testing and that between February and May of 2014, all wells showed a decrease of 4 ½ to 6 ½ inches on ground water elevation. Ms. Stevens asked about the City’s intent to place a water storage tank or well on Spring Hill and what the intended use will be. <p>A brief discussion was held among the Council and the City Manager regarding the proposed well and storage tank project consideration and funding options, as well as water conditions.</p> <ul style="list-style-type: none">• <u>Marsha Yates</u> – Stated she is a member of the Gateway neighborhood and spoke to her concerns regarding the proposed Crystal Geyser project and the impacts of their water extraction. Ms. Yates asked the Council to consider asking Crystal Geyser to engage in an expanded EIR and put into place a mitigation plan to protect the homeowners’ private wells.

	<ul style="list-style-type: none">• <u>Roslyn McCoy</u> – Ms. McCoy inquired as to issues she encountered while attempting to access the meeting agenda on-line and asked for the full agenda packet to be placed on the webpage. She made inquiry into the meetings with Crystal Geyser and requested those Councilmembers provide the public with some insight and comment into the content of those meetings. Ms. McCoy further inquired as to when the City plans to hold a scoping meeting with the public with respect to the EDA waste water improvements project. <p>A brief discussion was entertained by the Council and City Manager as to the timeline for the Notice of Preparation. It was clarified the Notice of Preparation meetings will likely occur in August, as there is still work being completed on the design phase, including the development of alternate routes.</p> <ul style="list-style-type: none">• <u>Frances Mangels</u> – Mr. Mangels spoke to his shared concern as to the meetings taking place with Crystal Geyser and members of the Council and stated the content of these meetings should be published on the website for the public to access. He stated the people of Mt Shasta have a right to be fully informed and be able to hear the information being shared during these meetings. He then spoke to the dynamics of well hydrology and the need for an EIR. <p>Hearing no further requests to comment, Mayor Stearns closed the public comment agenda item.</p>
	<p>3. Special Presentations & Announcements:</p> <ul style="list-style-type: none">a. Income Survey Results – Rod Merys, Great Northern Corporation <p>Mr. Merys provided the Council with a presentation of the Income Survey Results. Background information regarding the development of the survey, the scope of the survey and the methodology used to complete the survey was provided to the Council. Mr. Merys reviewed the outcome of the survey and indicated that due to the changes in the CDBG guidelines, the City did not reach the qualifying threshold of 51% of low to moderate income to be eligible to apply for those funds. He indicated there were 378 responses, meeting the required 350 responses for validation.</p> <p>A discussion was held regarding the number of responses and if the outcome may have been different if there had been a larger response. Further discussion was held regarding the loss of the ability of the City to seek funding that had previously been available as being a low income area.</p> <p>Inquiries were made as to the change in methodology and its impact to the City and the process utilized in distributing the survey.</p> <p>The Finance Director reiterated there are other grant sources, like the rural funding, available to the City as a result of the income levels revealed in the survey.</p>
	<p>4. Public Comment:</p> <p>This item was taken up by consensus of the Council earlier in the meeting.</p>

	<p>5. Meeting Recess</p> <p>Mayor Stearns called a recess of the meeting at 6:20 pm; Mayor Stearns called the meeting back to order at 6:25 pm.</p>
	<p>6. Approval of Minutes: Minutes of May 12, 2014 Regular City Council Meeting</p> <p>MOTION to approve the minutes of the May 12, 2014, Regular City Council Meeting as submitted. Motion by: Councilmember Moore Second by: Councilmember Collings Council Action: Motion carried on a voice vote as follows: 4 – Ayes (Collings/Harkness/Moore/Mayor Stearns) 1 – Abstain (Burns)</p>
	<p>7. Reports RE: Attendance at Outside Meetings</p> <ul style="list-style-type: none"> • Councilmember Harkness reported on he and the City Planner’s attendance at the IRWM meeting on May 13th. He further reported on the outcome of some of the meeting items and spoke to the projects of the City that were presented to the IRWM group. <p>Mayor Stearns recognized public comment on this agenda item.</p> <ul style="list-style-type: none"> • <u>Raven Stevens</u> – Ms. Stevens indicated she had hoped to hear the Council report on their meetings with Crystal Geysers and thought there would be discussion amongst the Council with respect to these meetings. She also inquired as to the scope of the EIR. <p>Council provided clarification as to the attendance to the Crystal Geysers meetings.</p> <p>Mayor Stearns closed the public comment period for this agenda item. There was no further discussion or comment on this agenda item.</p>
	<p>8. Council and Staff Comments</p> <ul style="list-style-type: none"> • Councilmember Moore commented on Yreka’s efforts to develop a Quality of Life tax to fund improvements to the quality of living for the community. He indicated he is interested in bringing this type of .25% tax to Mt Shasta to create programs within the community for things like the arts. • The City Manager commented on the timeline for the proposed operating budget, increased efforts in the management and mitigation of the transient population, the upcoming business walk, drought information, emergency preparedness, and the Alma Street project. • Councilmember Moore commented on the process for the Business Walk. • Mayor Stearns announced JEDI’s “Meet the Lender” public program for current or potential business owners. He further commented on the TOT tax level. • Councilmember Burns inquired as to an update on the camp sites at the “Landing”.

	<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> <p style="padding-left: 40px;">a. Approval of Disbursements: Accounts Payable: 04/30/14, 05/07/14, and 05/14/14 Total Gross Payroll and Taxes: For Period Ending 05/14/2014 (Finance Director)</p> <p style="padding-left: 40px;">b. Monthly Finance/Investment Report – April 30, 2014 (Finance Director)</p> <p>Mayor Stearns inquired as to the date indicated for the local CD rates.</p> <p>MOTION to approve (a) and (b) of the consent agenda. Motion by: Councilmember Harkness Second by: Councilmember Moore Council Action: Motion carried on a voice vote as follows: 5 – Ayes (Burns/Collings/Harkness/Moore/Mayor Stearns)</p>
	<p>11. Resolution CCR-14-24 RE: Authorizing Staff To Solicit Bids For The 2014 Water System SCADA And Telemetry Improvements Project And Appropriating Up To \$124,000 From The Water Reserve Funds To Complete The Project.</p> <p><u>Background:</u> The City’s Water SCADA and Telemetry system has recently become inoperable. Staff is requesting approval to solicit bids to replace the system.</p> <p><u>Report By:</u> Rod Bryan, Public Works Director</p> <p><u>Council Action:</u> Adopt Resolution CCR-14-24</p> <p>The Public Works Director indicated a change to the recommendation to Council from authorizing staff to solicit bids to sole sourcing the water telemetry SCADA system due to emergency conditions. He presented his amended staff report to the Council. The Public Works Director reiterated that research and analysis has been completed and a decision was made that the proposed cellular based system will meet the needs of the City at a substantial savings. He recommended the Council authorize \$94,000 to purchase the cellular based system.</p> <p>Mayor Stearns opened this agenda item for public comment.</p> <ul style="list-style-type: none"> • Roslyn McCoy – Inquired as to the CEQA exemption and pointed out an error in the title of the submitted exemption letter. She further asked about any conflicts of interest in moving forward with this purchase. <p>Mayor Stearns closed the public comment period for this agenda item.</p>

	<p>MOTION to adopt Resolution CCR-14-24 RE: Authorizing Staff to Proceed with the 2014 Water System SCADA and Telemetry Improvements Project and Appropriating up to \$94,000 from the Water Reserve Funds to Complete the Project, recognizing the previous Notice of Exemption citing the Water Telemetry SCADA system project.</p> <p>Motion by: Councilmember Moore Second by: Councilmember Burns Council Action: Motion carried on a voice vote as follows: 5 – Ayes (Burns/Collings/Harkness/Moore/Mayor Stearns)</p> <p>After the motion was made and seconded and prior to a vote, a discussion was held regarding the funds appropriation and the length of time this system and its programming will last.</p>
	<p>12. Resolution CCR-14-25 RE: Adopting A Five Year Capital Improvement Program (CIP) for Fiscal Years 2014/2015-2018/2019.</p> <p><u>Background:</u> The City's Capital Improvement Program (CIP) is a multiyear planning instrument that drives the evaluation and identification of capital infrastructure projects in need of renovation, repair, and/or construction.</p> <p><u>Council Action:</u> Adopt Resolution CCR-14-25</p> <p>Resolution CCR-14-26 RE: Adopting A Five Year Fleet & Equipment Replacement Program (FERP) for Fiscal Years 2014/2015-2018/2019.</p> <p><u>Background:</u> The City's Fleet & Equipment Replacement Program (FERP) is a multiyear comprehensive management plan for the replacement of City fleet vehicles and equipment.</p> <p><u>Council Action:</u> Adopt Resolution CCR-14-26</p> <p><u>Report By:</u> Paul Eckert, City Manager</p> <p>Mayor Stearns indicated this agenda item was originally placed on the agenda for Council action. He further indicated that due to an objection to the Planning Commission meeting notice, the Planning Commission will be holding another special meeting for further review and additional public comment, although public comment was taken and considered at the Planning Commission special meeting of May 20, 2014. In light of the objection and the additional Planning Commission meeting, the City Manager recommends that the Council hear the report and presentation on the CIP and FERP and place this item on the June 9, 2014, City Council meeting agenda for Council action.</p> <p>The Public Works Director reviewed the submitted staff report for the CIP with the City Council. He began the presentation by highlighting the current year projects and their proposed cost allocations and funding sources. The Public Works Director then reviewed the completed projects summary along with the final project costs. He also reviewed the summaries report which highlight funding streams and anticipated funding sources.</p>

A brief discussion was held regarding funding changes based on the approval of the SCADA system purchase.

The Public Works Director reviewed the FERP staff report with the City Council. He commented on the City's fleet of vehicles and equipment and provided clarification regarding the Fire Department equipment. The Public Works Director indicated other than the purchase of an additional police vehicle in the new fiscal year, it is not anticipated the City will have a need to purchase/replace any other vehicles. He further spoke to the Public Works Department's future need to purchase a dump truck at a time allocations become available for this purchase or figured into the next budget cycle.

Mayor Stearns opened this agenda item for public comment.

- **Roslyn McCoy** – Inquired as to the termination of the enterprise zone and listing of enterprise funds in the current CIP.

Clarification was provided as to the language of the enterprise funds.

A brief discussion was held regarding the benefits of purchasing new vehicles versus purchasing used and the concept of equipment sharing.

- **Melinda Willey** – Discussed a law suit being filed by the Central Valley Water Districts against Sacramento Waste Water Regional Plant claiming they were not cleaning the water good enough whereby contaminating the Sacramento River downstream. She stated that on Friday, the Judge ordered an upgrade to the waste water treatment plant to mitigate the problem, a 1.5 to 2 billion dollar upgrade. She stated her concern as a result of Crystal Geyser utilizing Mt Shasta's waste water treatment plant and possibly placing us in a similar situation.

Mayor Stearns closed the public comment period for this agenda item and brought it back for Council discussion.

A brief discussion was held regarding one of the projects that was presented to the IRWM group but is not included in the CIP and adding water meters to the CIP for fiscal year 2014-2015. Further discussion was held regarding the costs of installing water meters.

A dialogue was held regarding street maintenance and repair, including discussion on funding sources to allocate to this effort. Other issues with respect to road repairs such as rights of way were briefly discussed.

Council indicated a desire to look into uniformity in vehicles and the possibility of purchasing electric or hybrid vehicles.

No Council action was taken at this time. This agenda item was carried to the next Regular City Council meeting on June 9, 2014, for action of the Council.

	<p>13. Acceptance of the 2014-2017 Strategic Plan</p> <p><u><i>Background:</i></u> The strategic plan is a big-picture document directing efforts and resources toward a clearly defined vision. The City Council and staff have completed the strategic planning process and have developed a working document which encompasses the vision for the City and the necessary goals, priorities, and action strategies to achieve the stated vision.</p> <p><u><i>Report By:</i></u> Paul Eckert, City Manager</p> <p><u><i>Council Action:</i></u> Motion to accept the 2014-2017 Strategic Plan</p> <p>The City Manager provided background information on the strategic planning process and provided the Council with a power point presentation of the strategic plan. He reviewed previous accomplishments of the City Council. The City Manager reiterated this is a living document and there will be strategic plan updates routinely. He thanked the staff and Council for their efforts and commitment.</p> <p>MOTION to accept the 2014-2017 Strategic Plan. Motion by: Councilmember Harkness Second by: Councilmember Collings Council Action: Motion carried on a voice vote as follows: 5 – Ayes (Burns/Collings/Harkness/Moore/Mayor Stearns)</p> <p>Council thanked the City Manager and staff for their efforts, comments, and commitment.</p>
	<p>14. Brown Act Committee Minutes/Meetings:</p> <p>a. ATAC Meeting Minutes of April 25, 2014</p> <p>Mayor Stearns introduced the ATAC minutes; the minutes were accepted by the Council without discussion.</p>
	<p>15. Upcoming Future Agenda Items:</p> <p>a. Award Contracts for State mandated waste water treatment improvements Engineering and Environmental Contracts.</p> <p>b. Downtown to City Park Trail Plan Update</p> <p>c. Update regarding Short-term Vacation Rentals</p> <p>d. Contributions to Siskiyou County Economic Development Council</p> <p>e. 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</p> <p>f. Potential Annexation of Orchard Property</p> <p>g. Recycling Enhancements</p>

	<ul style="list-style-type: none">h. Staff update regarding results of Economic Development Business Walk Abouti. Operating Budgetj. LED Lighting System <p>Council discussed the addition of a Quality of Life Tax, Parking Improvements, and Crystal Geysers/City project update. Further discussion was held regarding the 100 Miles of Trails and their fund raising efforts; this item will be taken up with the budget agenda item at the next City Council meeting.</p>
	<p>16. Adjourn</p> <p>There being no further business before the Council, the meeting was adjourned at the hour of 8:06 p.m. to the next Regular City Council Meeting to be held on Monday, June 9, 2014 at 5:30 p.m.</p>

Respectfully Submitted,

Tammy Laphorne

Tammy Laphorne,
Deputy City Clerk