

MT. SHASTA CITY COUNCIL REGULAR MEETING MINUTES
TUESDAY, MAY 28, 2013; 6:30 PM
Approved As Submitted - June 10, 2013

1. Call to Order And Flag Salute

At the hour of 6:42 p.m. Mayor Moore called the meeting to order and led the audience in the recitation of the Pledge of Allegiance.

2. Roll Call

Present: Council Members Michael Burns, Sr., Jeffrey Collings, Geoff Harkness Tim Stearns, and Mayor Tom Moore

Absent: None

3. Public Comment:

Big Dave – Vice Mayor of Dunsmir – Request to join forces with Mt. Shasta to save money and share resources such as during emergencies, fighting fire and working on an emergency evacuation plan. Big Dave would like to make the cities safer. Mayor Moore confirmed that Mt. Shasta fire does respond to Dunsmir fires. Mayor Moore suggested going to League of Local Agencies (LOLA) as other Mayors do attend this meeting. Mayor Moore stated they could bring this topic back to the council at a later date.

4. Approval Of Minutes: Minutes of May 6, 2013 Special City Council Meeting
Minutes of May 13, 2013 Regular City Council Meeting

Council Action: Council Member Harkness made a motion seconded by Council Member Collings to approve the minutes of the May 6, 2013 Special City Council Meeting and the May 13, 2013 Regular City Council Meeting as submitted. Motion carried on a voice vote of 5-0.

5. Special Presentations & Announcements – NONE

Mayor Moore noted that Lorie Saunders and Paul Boerger had requested to speak to Agenda item No. 6 and he provided the opportunity for them to come forward and address the Council.

Lorie Saunders – Beautification Committee Chair: Stated that she and Beautification Committee Member Paul Borger were here representing the Beautification Committee to submit the committee's annual budget request to the City Council. Ms. Saunders noted the Beautification Committee's total budget is \$2,175 but the Committee is actually asking for an additional \$1,175 in funding that would allow the Committee to sustain and maintain the existing public sites that the Beautification Committee has taken responsibility for. Ms. Saunders expressed her thanks to the City Council for their consideration.

Mayor Moore noted that Ms. Saunders comments related to Agenda Item No. 10 and would be taken under consideration during discussion of that item.

Paul Boerger – Beautification Committee Member: Pointed out to the City Council that the City gets a really good deal from the Beautification Committee. Mr. Boerger noted that Terez Maniatis, also a Beautification Committee Member, owns Native Grounds Nursery and has tremendous landscaping experience and she has estimated that the value of the work done on an annual basis by the Beautification Committee would cost about \$15,000 per year were the City to use outside landscaping services. Mr. Boerger noted the City has volunteers that provide the City's landscaping services for the seven sites that are maintained, plus the Committee is able to get many plants at cost or free through Ms. Maniatis as well as use of her expertise.

6. Consent Agenda:

- a. **Approval of Disbursements:** Accounts Payable: 05/08/2013, 05/15/2013, and 05/21/2013
Total Gross Payroll and Taxes: For Period Ending 05/12/2013
- b. **Monthly Finance/Investment Report - April 2013 (Finance Director)**
- c. **Adopt Resolution No. CCR-13-XX RE: Accepting The Water Storage Tank Repainting Project As Complete And Authorizing The Filing Of The Notice Of Completion (Public Works Director)**

Council Action: Council Member Harkness made a motion seconded by Council Member Stearns to approve Consent Agenda Items **6a-6c** including Resolution No. CCR-13-21 A Resolution of the City Council of the City of Mt. Shasta Accepting The Water Storage Tank Repainting Project As Complete And Authorizing The Filing Of The Notice Of Completion by title only. Motion carried on a voice vote of 5-0.

7. Consider Resolution No. CCR-13-XX RE: Authorizing The Closure Of East Castle Street For The Datsun Roadster Club (City Manager)

City Manager Marconi presented the staff report.

Pete Benham – Datsun Roadster Club: Stated he could answer any questions Council might have regarding the Club’s request.

Council Action: Council Member Stearns made a motion seconded by Council Member Collings to approve and adopt Resolution No. CCR-13-22 A Resolution of the City Council of the City of Mt. Shasta Authorizing The Closure Of East Castle Street For The Datsun Roadster Club by title only. Motion carried on a voice vote of 5-0.

8. Consider Resolution No. CCR-13-XX RE: Identifying The Census Tracts Comprising The Targeted Employment Area (TEA) For The Siskiyou Enterprise Zone (City Manager)

City Manager Marconi presented the staff report.

Tonya Dowse – Executive Director of Siskiyou County Economic Development Council stepped forward to answer Council’s questions regarding the Enterprise Zone.

No public comments were noted.

Council Action: Council Member Collings made a motion, seconded by Council Member Stearns to approve and adopt Resolution No. CCR-13-23 A Resolution of the City Council of the City of Mt. Shasta Identifying The Census Tracts Comprising The Targeted Employment Area (TEA) For The Siskiyou Enterprise Zone by title only. Motion carried on a voice vote of 5-0.

9. Consider Resolution No. CCR-13-XX RE: Approving An Agreement For Professional Services With Lawrence And Associates For Leachfield Design And Well Monitoring Studies (City Manager)

City Manager Marconi presented the staff report.

Council Member Stearns made the following suggested changes to the Agreement as follows:

- 1. Amend the second sentence of the Agreement under Item #7, Compensation to read “unless additional scope of work is agreed to in writing *in advance* by the City and Consultant.”
- 2. Amend the third sentence of the Agreement under Item #7, Compensation to read “Consultant shall be reimbursed for contracted drilling services in furtherance of their work that is approved *by the City* prior to contracting, plus allowable markup.”

It was noted that Council Member Harkness and Mayor Moore stated support for the two changes as suggested by Council Member Stearns.

3. Amend the end of the 6th WHEREAS in the Resolution to read “plus the costs of the well drilling contract *that has been approved in advance in writing by the City;*”
4. Amend the 7th WHEREAS in the Resolution to read “the City Council concurs with the recommendation of *staff to enter into an agreement with Lawrence & Associates to complete this work.*”

Council Action: Council Member Stearns made a motion seconded by Council Member Harkness to approve and adopt Resolution No. CCR-13-24 A Resolution of the City Council of the City of Mt. Shasta Approving An Agreement For Professional Services With Lawrence And Associates For Leachfield Design And Well Monitoring Studies by title only as amended. Motion carried on a voice vote of 5-0.

10. Discussion And Possible Action RE: Workshop on 2013-14 Enterprise And Special Revenue Fund Budgets (Finance Director/City Manager)

Finance Director Terrell presented the staff report.

Lengthy discussion ensued between Council and staff concerning the Enterprise and Special Revenue Funds with staff providing clarification to Council regarding the information provided in the Agenda packet.

City Manager Marconi noted the next step in the budget process would be a Public Hearing that would be held at the June 10th Regular City Council Meeting. City Manager Marconi asked Council whether they were comfortable with the budget for the Enterprise and Special Revenue Funds as was being presented tonight so staff could finalize the budget in order for it to be brought back. City Manager Marconi requested Council to review the items on page 83 of the Agenda Packet and request removal of any of those items. City Manager Marconi pointed out the only items that could be removed are the Overlay and Paving Projects item for \$250,000 and the Field to Ivy Alley Sewer Line Replacement item for \$100,000.

11. Brown Act Committee Minutes/Meetings

- a. Alternative Transportation Advisory Committee Draft Minutes – Regular Meeting 05-17-2013

No comments were noted.

12. Reports RE: Attendance at Outside Meetings

Mayor Moore noted the success of the Business Outreach Walk that had been conducted by the members of CEDAC, Council, Chamber of Commerce Members and other volunteers.

Council Member Harkness stated he had participated in a tour of the property that the Land Trust is interested in purchasing that is located across from Sisson School.

13. Future Agenda Items:

- **Public Hearing RE: Adoption of 2013-2014 Budget, Approval of 2013-2014 Authorized Positions, and Approval of CIP & FERP**
- **Adoption of Community Enhancement Program Budget for 2013-2014**
- **Establishing An Appropriations Limit for the 2013-2014 Fiscal Year**

No additional items were suggested.

14. Council and Staff Comments

City Manager Marconi noted the deadline for City Manager applications was Friday, May 31, 2013 at 4 PM. City Manager Marconi noted that 70 applications have been received to date. City Manager Marconi stated that Mr. Butzlaff has sorted the applications into three groups and those would be provided to Council for review purposes by Friday afternoon.

City Manager Marconi stated Mr. Butzlaff would be sending the Professional Profile to the top 25 candidates and any additional candidates that Council selects from the applications. City Manager Marconi reminded Council that each Council Member would be selecting their own 10-15 top candidates from the applicants and would then provide their list with the names of those 10-15 applicants to staff so staff could compile one list from those five lists of the applicants receiving the most votes of the City Council. City Manager Marconi made the observation that Council could consider those final applicants at the June 10th City Council meeting during a Closed Session. City Manager Marconi suggested Council provide any additional candidate names to Mr. Butzlaff that Council wants to have sent the Professional Profile as soon as possible after receiving all of the applications on Friday, May 31st in order to provide the applicants with enough time to respond before the June 10th deadline. City Manager Marconi made the observation that the first interviews could then be scheduled with the top 10-15 candidates. City Manager Marconi noted that the intent was to hold telephone interviews sometime around June 22nd in order to scale down the number of candidates to be interviewed on a face-to-face basis.

Mayor Moore made the observation that the issue of the Municipal Code and the chicken coop erected at the residence in the subdivision might be something that would be coming back for discussion purposes.

City Manager Marconi made the observation that a requirement for a 20' front setback might resolve the matter.

Council Member Harkness mentioned the City's intent to contact other cities regarding their experiences in upgrading their Wastewater Treatment Plants and asked whether there was still the intent to go forward with contacting other cities.

City Manager Marconi responded the City could continue to ask questions as we go through the process. City Manager Marconi noted Department Heads could use the California League of Cities List Serve to see what kind of responses are received.

Mayor Moore adjourned the meeting to Closed Session at the hour of 8:45 p.m.; reconvened at the hour of 9:50 p.m.

15. 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

City Manager Marconi reported that Council had provided direction to staff and no action had been taken on the Closed Session item.

16. Adjourn

There being no further business before the Council, the meeting was adjourned at the hour of 9:51 p.m. to the next Regular City Council Meeting to be held on Monday, June 10, 2013 at 6:30 p.m.

Respectfully Submitted,

Sandra K. Studer

Sandra K. Studer, Deputy City Clerk
For John E. Kennedy Sr., City Clerk