

**MT. SHASTA CITY COUNCIL REGULAR MEETING DRAFT MINUTES**  
**MONDAY, JUNE 10, 2013; 6:30 p.m.**  
**Approved As Submitted – June 24, 2013**

**1. Call to Order And Flag Salute**

At the hour of 6:30 p.m. Mayor Moore called the meeting to order and led the audience in the recitation of the Pledge of Allegiance.

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**2. Roll Call**

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

**Absent:** None

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**3. Public Comment:**

Big Dave – Vice Mayor of Dunsmuir – Requested to join forces with Mt. Shasta by sharing resources such as emergency and fire fighting personnel in order to save money. Big Dave would like to make the cities safer.

Mayor Moore confirmed the Mt. Shasta Fire Department already responds to Dunsmuir fires.

Big Dave suggested forming a co-committee made up of Council Members from Dunsmuir and Mt. Shasta where thoughts and ideas could be shared in order to make the cities safer.

Mayor Moore stated the League of Local Agencies (LOLA) meetings are an excellent resource that allows for the sharing of ideas amongst the various City representatives. Mayor Moore suggested this issue could be brought back to Council at a later date.

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**4. Approval Of Minutes:** Minutes of May 28, 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 28, 2013 Regular City Council Meeting. Motion carried on a voice vote of 5-0

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**5. Special Presentations & Announcements - NONE**

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**6. Consent Agenda:**

**a. Approval of Disbursements:** Accounts Payable: 05/29/2013

Total Gross Payroll and Taxes: For Period Ending 05/26/2013

**b. Adopt Resolution CCR-13-XX RE: Accepting The WWTP Chlorine/Sulfur Dioxide Analyzer Improvements 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-6b** including the adoption of Resolution No. CCR-13-25 A Resolution of the City Council of the City of Mt. Shasta Accepting The WWTP Chlorine/Sulfur Dioxide Analyzer Improvements Project As Complete And Authorizing The Filing Of The Notice Of Completion by title only. Motion carried on a voice vote of 5-0.

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**7. PUBLIC HEARING RE: Presentation and Direction to Staff for Proposed FY 2013-2014 City Budget And Authorized Positions – (City Manager/Finance Director)**

As the final step in the preparation of the 2013 – 2014 Budget before adoption on June 24, 2013, this public hearing is being conducted to give the public the opportunity to comment on the proposed Budget, or request consideration of additional items for possible inclusion. The Police Chief will also submit a Community Enhancement Program (CEP) budget detail at this meeting. The Council will also consider funding requests from small community service organizations.

City Manager Marconi presented the staff report.

Mike Rodrigues – Senior Nutrition Program – Expecting a 25% loss in budget for the program. Suggest an idea to the council regarding adding a statement to utility bills to request a donation from the public.

Council Member Stearns confirmed that Meals on Wheels is requesting a \$1,000 increase in this budget.

Mike Rodrigues stated that the program is requesting funds from other cities as well in addition to the utility bills suggestion and continuing funding programs such as adopt a senior and other fundraisers.

Jim McChesney – Sission Museum President of the Board – Thanked the Council for their contributions in the past and any that is given in the future.

Mayor Moore confirmed that Sission Museum is requesting \$2,000 in this budget.

Jim McChesney stated that the museum is wishing to provide more learning programs and to have school children more involved.

Jeff Butzlaff – Vice Chairman of the Sission Museum Board – The Museum does make Mt. Shasta a happening place as a tourist community, where the community is involved. The Museum is a volunteer organization.

Council Member Stearns asked about any changes between tonight's budget and previously discussed budget.

City Manager Marconi stated that the only changes to the budget are the Air Vac for the Fire Department has been pushed to next year and the Roseburg Clean Up \$40,000 match.

Mayor Moore stated for the record that he will not support a budget that does not address the overtime issue for the fire department. Mayor Moore would like to meet again to find a resolution.

Council Member Stearns spoke for staff regarding the fleet replacement, Beautification Committee, Meals on Wheels, and Sission Museum. Council Member Stearns stated that the budget is dipping into the reserves at this time. Council Member Stearns is willing to support Meals on Wheels and Sission Museum at the same level as last year and to support the Beautification Committee request.

Mayor Moore requested that a budget needs to be provided next year from Meals on Wheels when they make a request. Mayor Moore supports the utility bill statement of donating \$2 for Meals on Wheels to reach the \$1,000 additional request and if the \$1,000 is not matched by the community, the Council would provide the remaining amount.

Council Member Burns confirmed that if the community donated more than \$1,000 that Meals on Wheels will receive all additional funds from the community.

Council Member Harkness stated that if we continue to move forward with the budget, the City would have to be dipping into the reserves. There are still negotiations being held, Fire Assessment Fund, and other projects whose funds are not confirmed at this time. Council Member Harkness stated he could not support expenditures that would lower reserves to 10% or less.

Council Member Burns asked about the Fire Assessment Fund and what is a part of that line item.

City Manager Marconi confirmed that it is for equipment purchases.

Council Member Burns confirmed that the funding for the line item is a parcel tax.

Mayor Moore requested to hear a conscious about Meals on Wheels, Sission Museum, and the Beautification Committee request.

Council Member Burns concerned about fire and negotiation funding as well as dipping below 10% in reserves.

City Manager Marconi confirmed that the budget is based on assumptions of increased sales tax and TOT's.

Council Member Harkness supports Meals on Wheels but is hesitant guaranteeing the additional \$1,000. He would like to remain at last year's budget and to request additional funding from the public through the utility bills. Council Member Harkness also requested information about where possible cuts would be made within this budget and how staff would propose those cuts.

Council Member Collings supports the Meals on Wheels, Sission Museum, and the Beautification Committee requests that were presented as they are high value requests that should be funded. Council Member Collings requested from staff to see where cuts could be made.

Council Member Stearns clarified that 75% of the budget is personnel. Proposing cuts would mean cutting personal expense such as cutting hours, furloughs, or personnel. Requested that the staff present options as to where cuts could be made as alternatives to dipping fully into the reserves.

Council Member Burns reminded the Council that previous Councils have made personnel cuts that resulted in currently not being fully staffed in the Fire Department.

Mayor Moore would rather cut Council Member wages and to have Council trips paid for by Council members before cutting personnel.

Council Member Stearns clarified that it is an ordinance that states Council Members are to be paid, but the salary could be donated on a volunteer basis.

Council Member Burns stated for the record that he will give his salary back effective this month.

Mayor Moore would like any volunteer salaries be confidential. Mayor Moore stated he would volunteer his salary. Mayor Moore would like to change the ordinance to say that when the reserves are below 9% that Council members are not to be paid.

Council Member Stearns would like staff to present to the Council about possible changes and alternatives to dipping fully into the reserves prior to the June 24<sup>th</sup> meeting.

Council Member Collings did remind the Council about the request from Dunsmuir about sharing resources that did not cost additional funds.

Mayor Moore stated that it would be a process that could not happen quickly but could be looked at in the future.

Council Member Collings and Burns agreed to support the Meals on Wheels, Sission Museum, and the Beautification Committee requests at the same level as last year and the \$2 donation request on the utility bills for Meals on Wheels.

Mayor Moore would like to guarantee the \$3,500 to Meals on Wheels.

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## **8. Brown Act Committee Minutes/Meetings**

### **a. Beautification Committee Special Meeting Draft Minutes – May 22, 2013**

No comments were noted.

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## **9. Reports RE: Attendance at Outside Meetings**

City Manager Marconi advised Council he had attended the Integrated Water Management Group Meeting last week which was disrupted by an outside group so no action took place at that meeting.

Mayor Moore stated he attended the Eighth Grade graduation ceremonies at which he had presented ASB President Megan Melo with a City Pin.

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**10. Future Agenda Items:**

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

Council Member Stearns requested a status report by the next meeting on the Centennial Park property.

Mayor Moore would like a Special Meeting to be held to discuss the budget and for consideration of closed session items. Mayor Moore stated the hope that staff would be able to have some options for cost cutting ready for presentation to Council at the meeting.

Council concurred on holding a Special Meeting and there was consensus to hold the meeting on Wednesday, June 19<sup>th</sup> at 6:30 p.m.

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**11. Council and Staff Comments**

Mayor Moore would like to put an item on a future agenda to proclaim a day honoring Jim Parker, possibly a date that is close to his birthday.

Mayor Moore adjourned the meeting to Closed Session at the hour of 7:45 p.m.; reconvened at the hour of 7:55 p.m.

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**12. Closed Session**

- a. Public Employment – Pursuant to Government Code §54957  
Position to be filled – City Manager

Mayor Moore reported that staff had been provided with direction and no action was taken on the Closed Session item.

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**13. Adjourn**

There being no further business before the Council, the meeting was adjourned at the hour of 7:56 p.m. to the next Regular City Council Meeting to be held on Monday, June 24, 2013 at 6:30 p.m.

Respectfully Submitted,

*Kimberly Barden*

Kimberly Barden, Administrative Assistant  
For John E. Kennedy Sr., City Clerk