

# Mt. Shasta City Council Regular City Council Meeting Minutes

Mt. Shasta Community Center, 629 Alder Street

Monday, December 8, 2014; 5:30 p.m.

“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	STANDING AGENDA ITEMS
	1.	<p>Call to Order and Flag Salute</p> <p>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.</p>
	2.	<p>Roll call</p> <p>Councilmembers Present: Burns, Moore, Stearns, Mayor Pro Tem Collings, Mayor Harkness Councilmembers Absent: None</p>
	3.	<p>Special Presentations &amp; Announcements:</p> <p>a. Collier Interpretive &amp; Information Center presentation by Robert Rice</p> <p>Robert Rice, Siskiyou County representative to the Collier Interpretive &amp; Information Center (CIIC) Board of Directors, introduced himself and Rennie Cleland, Vice President of the CIIC Board of Directors.</p> <p>Built in 1994, the Collier Interpretive &amp; Information Center is a Joint Powers Authority under the California Administrative Code, a special unit consisting of nine cities in Siskiyou County, created for the specific purpose of providing interpretive and information services for its membership. The CIIC has ten primary partners, a ten-person Board of Directors, and sixteen associate partners who make available grants, special research and documents for the operation, maintenance and interpretive learning of approved projects.</p> <p>The Center is located on Interstate 5 at the Collier Safety Roadside Rest Area on the Klamath River, and accommodates 1.7m cars a year and 6,000 visitors a month. It has three exhibit areas, two outside and one inside, with the following projects underway: Project 1—a kiosk with five display windows (three currently in use) to promote cities within Siskiyou County; Project 2—funded in part by Cal Trans, an anticipated bio-cultural nature/foot trail; and Project 3—introduced and partially funded by the Fish and Wildlife Service, a waterfall display/diorama at the northeast corner of the exhibit building.</p> <p>Two other projects include a proposed elevated platform overlooking the Klamath River with a display of the lifecycle of salmon, which is still in the planning stages, and a much needed update of the Collier website.</p> <p>A contract with the State of California Bureau of Tourism provides partial funding for a part-time Director of the Welcome Center. Costs of operations and</p>

	<p>maintenance of the Center is approximately \$25,000 per year, with current annual income of \$32,000. The Center relies on funding from grants, participating cities, Siskiyou County, and advertising space in the Center's kiosks.</p> <p>Mr. Rice concluded his presentation by thanking the Council for the opportunity to speak, and asked Council to consider making a contribution from the City of Mt. Shasta to support the Collier Center.</p>
	<p>4. City Council Interviews of Board/Commission /Commissioner Candidates: None</p>
	<p>5. Public Comment:</p> <p><b>Jack Phillips</b> – Expressed his concern for his health and right of enjoyment of his home, and that of his neighbors, as a result of the vibration and/or sound waves coming from the base speakers at the new pub located on Chestnut Street.</p> <p><b>Roslyn McCoy</b> – Requested clarification on the minimum build-out of the City's Wastewater Treatment Plan that would meet State of California requirements. She would like this issue considered for a City Council future agenda item, and an estimate from another engineering firm on the proposed project.</p> <p><b>Melinda Willey</b> - Reported that Pacific Power is now commencing with installation of smart meters within Siskiyou County. She requested that Council re-submit Resolution No. CCR-12-03, A Resolution of the City Council of the City of Mt. Shasta Requiring a Standstill on the Installation of Smart Meters or Equivalent within the Planning Sphere of Influence of the City of Mt. Shasta Unless an Opt-In Option is Established. Resolution No. CCR-12-03 was passed by a unanimous vote of the City Council on January 9, 2012.</p>
	<p>6. Meeting Recess – No recess was taken.</p>
<b>CITY COUNCIL BUSINESS</b>	
	<p>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.</p> <ul style="list-style-type: none"><li>a. Acceptance of Brown Act Committee Minutes: ATC Regular Meeting Minutes of October 17, 2014</li><li>b. Approval of Minutes: November 24, 2014 Regular City Council Meeting</li><li>c. Approval of Disbursements: Accounts Payable: 11/19/14 and 11/26/14; Total Gross Payroll and Taxes: For Period Ending 11/25/14 (Finance Director)</li></ul> <p>MOTION to approve consent agenda item 7(a); Acceptance of Brown Act Committee Minutes: ATC Regular Meeting Minutes of October 17, 2014 as submitted. Motion by: Councilmember Stearns</p>

	<p>Second by: Councilmember Moore Council Action: Motion carried on a voice vote as follows: 5 Ayes – (Burns, Mayor Pro Tem Collings, Moore, Stearns, Mayor Harkness)</p> <p>Consent agenda item 7(b); Approval of Minutes: November 24, 2014 Regular City Council Meeting; was postponed until the next regular meeting of City Council.</p> <p>MOTION to approve consent agenda item 7(c); Approval of Disbursements: Accounts Payable: 11/19/14 and 11/26/14; Total Gross Payroll and Taxes: For Period Ending 11/25/14 (Finance Director) Motion by: Councilmember Stearns Second by: Councilmember Moore Council Action: Motion carried on a voice vote as follows: 5 Ayes – (Burns, Mayor Pro Tem Collings, Moore, Stearns, Mayor Harkness)</p>
	<p>8. Swearing In of City Council Member Tom Moore (Deputy City Clerk)</p> <p>Deputy City Clerk Nicole Dove administered the Oath of Office to Tom Moore who received the plurality of votes at the November 4, 2014 General Election for his appointment to the Mt. Shasta City Council.</p>
	<p>9. Suggested Focal Points for Council appointed Commissions and Committees (City Manager)</p> <p>Mayor Harkness led the discussion on this agenda item in the absence of City Manager Eckert.</p> <p><b>Planning Commission</b> – Council does not have a participating member on the Commission. Three new positions will be appointed in January of 2015. Council agreed that a copy of the Strategic Plan should be given to new members to acquaint them with the guidelines, goals, and timelines set forth by the Council in the Strategic Plan. Further discussion on this Commission will be held over to a future City Council meeting.</p> <p><b>Library Tax Advisory Committee (LTAC)</b> – Mayor Harkness, Council liaison to LTAC, reported there are no current Committee openings until 2016-2018. The main focus of this Committee is to manage and account for tax revenue collected from retail sales within the City of Mt. Shasta, and satisfy the evolving needs of its citizens pertaining to library best use and practices. This Committee recently formed two subcommittees for purposes of: (1) technology enhancement, led by Michael Murray; and (2) library expansion, also being headed by Michael Murray. City Manager Eckert is lending his expertise with regard to library expansion.</p> <p><b>Active Transportation Committee (ATC)</b> - Councilmember Burns, Council liaison to the ATC, reported that this eight-member committee, chaired by Michael Williams, is primarily focused on safe bike routes/trails in and around the Mt. Shasta City area. Their ongoing efforts to obtain grant funding garnished the City a \$145,000 grant award from Caltrans' Regional Surface Transportation Program, with the City to match funds in the amount of \$25,000, which will be used to provide ADA-compliant curb ramps and sidewalk improvements to South Mt. Shasta Boulevard. The design phase will be underway shortly, with the project going out to bid in early spring next year, and construction to commence in the summer of 2015.</p>

**Beautification Committee** - Councilmember Collings, Council liaison to the Beautification Committee, reported that this Committee undertakes one project per year and is currently improving the landscaping of the two curbed areas in front of the Library, with expected project completion in the summer of 2015. It has been suggested that coordination of efforts with ATC may allow the Beautification Committee to undertake projects that are larger in number and scope, with goals and cost estimates to be implemented within a one-, three-, and five-year action plan.

**Downtown Enhancement Advisory Committee (DEAC)** – Not currently active. There was discussion among Councilmembers as to the viability of this Committee and whether it had attained its mission. It was agreed that City Staff would present a copy of the original Ordinance that created this Committee, and any proposed changes to that Ordinance, to Council for discussion at a future City Council meeting.

**Community Economic Development Activities Committee (CEDAC)** – Councilmember Moore, City Council liaison to CEDAC, reported that since its reorganization by Council four years ago, this Committee has become a dynamic and proactive force, interacting with STEP, JEDI, and Siskiyou Economic Development Council.

In summary, Council concurred that an action plan, as it relates to the Strategic Plan, should be parceled out to each of these Committees to coordinate and define activities between staff and volunteers, and further recommended that representatives of each Committee meet with Council to focus that effort.

#### **CITY COUNCIL/STAFF REPORTING PERIOD**

##### 10. Council Reports on Attendance at Appointed/Outside Meetings

Councilmembers Burns and Collings reported that they serve as members of the state-mandated Waste Water Treatment Plant Feasibility Study Ad Hoc Committee.

Councilmember Stearns reported his affiliation with two outside committees. He currently serves as the Chair of the Siskiyou Association of Governmental Entities (SAGE), a Joint Powers Authority that coordinates activities (such as a regional bike plan and fire protection) between Siskiyou County and the nine incorporated cities in Siskiyou County. He also participates in the Local Agency Formation Commission (LAFCO), which must review and vote to approve a city's annexation or de-annexation of property, or when districts are combined or separated.

Mayor Harkness reported that the Regional Water Management Group (RWMG), responsible for the Integrated Regional Water Management Plan (IRWMP), met on December 2, 2014 to discuss new grant opportunities, and the next, and perhaps last, round of funding relating to Proposition 84, from which the City received \$4.3 million for two water projects.

The Committee did a brief review of Proposition 1, which was voted on in the November 4, 2014 election. Projects will be identified for further grant money opportunities, which include the City of Mt. Shasta's Waste Water Treatment Plant.

Other projects suggested by Councilmembers were a new water tank on Springhill Road, which already has been identified in the RWMG capital improvement project

	<p>list, and a need to increase the size of water lines in the Big Lakes area to alleviate pressure issues.</p> <p>Mayor Harkness attended a Rural Development Institute (RDI) meeting with Sue Densmore, in which current economic development projects underway with RDI were reviewed. They also met with Nancy Swift, specifically regarding the business support network effort being sponsored by CEDAC.</p> <p>On December 5, Mayor Harkness took a tour of the old lumber mill property in McCloud which was recently purchased. It encompasses 278 acres, with water rights of 10 billion gallons of water a year. New owners are looking for long-term tenants that would build out the property for use in light manufacturing, food production, or light industry.</p>
	<p>11. Council and Staff Comments</p> <p>Councilmember Moore congratulated Councilmember Stearns on his re-election to Council.</p> <p>Councilmember Stearns extended his best wishes for a happy and safe holiday season and a Happy New Year.</p> <p>Mayor Harkness thanked those organizations who sponsored the successful Winter Magic festivities.</p> <p>Councilmember Burns expressed his appreciation to the City of Mt. Shasta staff for their hard work and efforts over the past year.</p>
	<p>12. Future Agenda Items (Appearing on the agenda within 60-90 days):</p> <ul style="list-style-type: none"><li>a. 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 – 1/2015 (Waiting for legal review)</li><li>b. Recycling Enhancements – 1/2015 (Waiting for Rotary Interact Club to install new containers)</li><li>c. Discuss the overall development of “The Landing Commerce Park) including the possible RV Park Development and an array of other land use options – 1/2015</li><li>d. LED Light System Update – 2/2015</li><li>e. Discussion of the City’s Connection Fees – 1/2015</li><li>f. Overview of election process for Councilmembers – 2/2015</li><li>g. With the assistance of PMC, initiate the annexation process for the Orchard Property – 1/2015</li><li>h. ATC jurisdiction review – 2/2015</li></ul>

	<p>i. Selection of Councilmember representation on Committees/Boards – 1/2015</p> <p>Councilmember Stearns recommended that Mayor Harkness and City Manager Eckert schedule a future meeting agenda item to coordinate the action plans of the City’s Committees. He also suggested that they schedule joint meetings between Council and representatives of these Committees to define timelines, milestones, and activities that would further the Strategic Plan created by Council and City staff.</p> <p>Councilmember Tom Moore suggested that it may be appropriate in a future meeting to review the City’s Noise Ordinance to address the complaints of concerned citizens.</p>
	<p>13. Closed Session:</p> <p>a. Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to Government Code §54956.9: One Potential Case</p> <p>At the hour of 7:08p.m., Mayor Harkness adjourned the Meeting to Closed Session.</p> <p>Mayor Harkness reconvened the meeting to Open Session at the hour of 7:40 p.m.</p>
	<p>14. Adjourn</p> <p>There being no further business before the City Council, the meeting was adjourned at the hour of 7:41 p.m.</p>