

Mt. Shasta City Council Regular City Council Meeting Minutes

City Park Upper Lodge 1315 Nixon Road, Mt. Shasta
Monday, June 25, 2018; 5:30 p.m.
Approved as Submitted

“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.”

STANDING AGENDA ITEMS

1. Call to Order and Flag Salute: At the hour of 5:32 p.m. Mayor Kathy Morter called the meeting to order and led the audience in the Pledge of Allegiance.

2. Roll Call: Council Members Present: Stearns, Wagner, Stackfleth, Engstrom, Morter
Council Members Absent: None

3. Special Presentations & Announcements:

a. Larry Ohmstead, Executive Director of United Way California: Presentation on the 2-1-1 dialing code system.

4. Public Comment:

Pam Neronha – Comments regarding the Active Transportation Committee.

Kyle Foster, Lieutenant Commander, California Highway Patrol – Updates on 4th of July event, DUI enforcement, fireworks, I-5 construction project.

Melinda Willy – Concern regarding fireworks, comments regarding firework alternatives.

Greg Messer – Comments regarding the 2-1-1 system.

5. Meeting Recess:

6. Council and Staff Comments:

Bruce Pope, City Manager – Development opportunities in the City, affordable housing, outreach process. Possible grant for sewer funding.

Barbara Wagner, Mayor Pro Tem – Parade attendance.

Tim Stearns, Councilmember – Local Transportation Commission meeting.

Paul Engstrom, Councilmember – Breast Cancer Prevention Partners Climb Against the Odds.

John Stackfleth, Councilmember – Recreation and Parks District ballot measure.

Kathy Morter, Mayor – Beautification Committee planters, summer newsletter, Trail Town event, 4th of July, Castle Crags Summit Century, Clean & Safe Mt. Shasta, Warrior Expeditions.

CITY COUNCIL BUSINESS

7. Consent Agenda:

COUNCIL ACTION: Approved 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: June 11, 2018 Regular City Council Meeting

b. Acceptance of Brown Act Committee Minutes: Community Economic Development Activities Committee February 13, 2018

c. Approval of Disbursements: Accounts Payable, 6/8/18; Total Gross Payroll and Taxes: For Period

Ending 6/3/18. (Finance Director)

- d. Monthly Financial/Investment Report (Finance Director)
- e. Approval of City Council Protocols, Resolution No. CCR-18-XX
- f. Biennial Conflict of Interest Review
- g. Receive Report: Trail Town
- h. Receive Report: Beautification Committee

Mayor Pro Tem Wagner requested that item e be removed from the Consent Agenda for discussion.

MOTION TO APPROVE ITEMS a-d and f-h: Stearns

SECOND: Wagner

AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter

NOES: None

ABSENT: None

ABSTAIN: None

8. Public Hearing: Utilization of CDBG Funds To Replace The Roof Of The Main Lodge At City Park

Muriel Howarth Terrell, Finance Director – Staff report, review of public hearing.

Clarifying questions from Council.

Public Hearing Open: 6:41 p.m.

Mike Rodriguez, Recreation and Parks District Director – Comments thanking the City for support.

Rod Merys, Great Northern – Responded to questions from Council.

Public Hearing Closed: 6:44 p.m.

COUNCIL ACTION: Approve use of CDBG program income for the replacement of the roof of the main lodge at City Park and authorize the Finance Director to sign the subrecipient agreement with Great northern Corporation.

MOTION TO APPROVE: Stearns

SECOND: Stackfleth

AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter

NOES: None

ABSENT: None

ABSTAIN: None

9. Columbia Telecommunications Corporation (CTC) Report

CTC presentation of report via internet connection.

Clarifying questions from Council.

Pam Neronha – Comments regarding Northland Cable, survey of demand.

10. Creation of a Recruit Position Within the Police Department

Parish Cross, Chief of Police – Review of staff report, creation of a recruit position.

Clarifying questions from Council.

COUNCIL ACTION: Approve the creation of a recruit position within the Police Department and adjustment to the 2018/19 fiscal year budget to reflect the addition of the position.

MOTION TO APPROVE: Stearns

SECOND: Stackfleth

AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter

NOES: None

ABSENT: None

ABSTAIN: None

11. Adopt 2018-2019 Budget and Approve Authorized Positions for the Fiscal Year; Resolution No. CCR-18-31, and Establish Appropriations Limits for the 2018/2019 Fiscal Year; Resolution No. CCR-18-32

Muriel Howarth-Terrell, Finance Director – Staff report, review of authorized positions, appropriations limits, budget.

Clarifying questions from Council.

Item #12 was heard at this point, then Council returned to item #11.

Council discussion.

COUNCIL ACTION: Approve Resolutions CCR-18-31 and CCR-18-32

MOTION TO APPROVE: Stearns

SECOND: Stackfleth

AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter

NOES: None

ABSENT: None

ABSTAIN: None

12. Determination of Attendees and Designation of Voting Delegates for League of California Cities Annual Conference

Kathy Wilson, Deputy City Clerk – Staff report.

Council discussion.

COUNCIL ACTION: Approve the attendance of Mayor Morter at the League of California Cities Annual Conference in Long Beach in September 2018 and designation as voting delegate.

MOTION TO APPROVE: Stackfleth

SECOND: Engstrom

AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter

NOES: None

ABSENT: None

ABSTAIN: None

13. Budget Adjustment No. 2017/18-05, Training for City Council Members

Kathy Wilson, Deputy City Clerk – Staff report.

Clarifying questions and Council discussion.

COUNCIL ACTION: Approve Resolution No. CCR-18-33, approving a budget adjustment for Council Member training.

MOTION TO APPROVE: Stackfleth

SECOND: Stearns

AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter

NOES: None

ABSENT: None

ABSTAIN: None

14. Approval of City Council Protocols, Resolution No. CCR-18-34

Council discussion.

COUNCIL ACTION: Approve additional language to section 5.4, Professional Development

MOTION TO APPROVE: Wagner

SECOND: Stearns

AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter

NOES: None

ABSENT: None

ABSTAIN: None

Mayor Pro Tem Wagner made a motion to add additional language to section 3.6, motion failed for lack of a second.

COUNCIL ACTION: Approve Resolution No. CCR-18-3, adopting updated City Council Protocols as amended
MOTION TO APPROVE: Stearns
SECOND: Stackfleth
AYES: Stearns, Wagner, Stackfleth, Engstrom, Morter
NOES: None
ABSENT: None
ABSTAIN: None

CITY COUNCIL/STAFF REPORTING PERIOD

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

COUNCIL ACTION: None. No reports from council.

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

COUNCIL ACTION: Reviewed Items a through h. Items added regarding the Active Transportation Committee, Fire Department Memorandum of Understanding, RFQ/RFP for Solar.

- a. Public Hearing for Setting Application Fees for Special Events – 7/9/18
- b. Public Hearing for Setting Application Fees for Graphics – 7/9/18
- c. Mural Review Ordinance – 7/9/2018
- d. Non-Conforming Use Ordinance Amendment – 7/9/2018
- e. Change Order for Library Architectural and Engineering Agreement – 7/9/18
- f. Discussion and Possible Action: Orchard Property Annexation – 8/27/18
- g. Modification of the Landing Tax Sharing Agreement – TBD
- h. Presentation on Emergency Evacuation Plan – TBD

17. Closed Session: None

18. Adjourn: There being no further business, the meeting was adjourned at 8:46 p.m.

Respectfully Submitted by: Kathryn M. Wilson, Administrative Assistant/Deputy City Clerk