

Mt. Shasta Beautification Committee Regular Meeting Agenda

Wednesday, October 13, 2021 4 PM
400 N Mt. Shasta Blvd.
Mt. Shasta, Ca. 96067

1. Call to Order

2. Roll Call

3. Special Presentations & Announcements

4. Public Comment

This time is set aside for residents to address the Beautification Committee on matters listed on items not included on the Regular Agenda. If your comments concern an agenda item noted on the regular agenda, please address the Committee when that item is open for public comment. Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the City. Committee discussion or action cannot be taken on items not listed on the agenda other than to receive comments. If you have documents to present to members of the Committee, please provide a minimum of six (6) copies to the note taker.

5. Meeting Minutes: Review and approve meeting minutes for September 8, 2021

6. Staff & Member Comments

a. Discuss communication from Muriel Terrell, Interim City Manager. (See Attached email)

7. Discussion and Possible Action: Request removal of plants in traffic island at intersection of Chestnut and Mt Shasta Blvd. Consider installation of pavers.

8. Discussion and Possible Action: Winter pause for committee.

9. Discussion and Possible Action: Consider application for State of California Park Improvements Grant.

10. Future Agenda items:

Consider formation of subcommittee for the maintenance and development of Parker Plaza.
Rough draft: Castle street redesign.

II. Adjourn

Availability of Public Records: All public records related to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall located at 305 North Mt. Shasta Blvd., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body.

The City of Mt. Shasta does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, persons requiring accommodations for a disability at a public meeting should notify the City Clerk or Deputy City Clerk at least 48 hours prior to the meeting at (530) 926-7510 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.

Beautification Committee Meeting Minutes, September 8, 2021

- 1) Call to order at 4:07 pm
- 2) Roll Call
 - a) Present: Saunders, Maniatis, Linebarger, Van Susteren
 - b) Absent: Montagne, Thomas, Charlesworth
- 3) Public Comment:
 - a) Greg Messer, representing the DEAC Committee
 - i) DEAC is developing business cards for both DEAC & Beautification Committees
 - ii) DEAC will send out quarterly emails via mail chip
 - iii) DEAC plans to install bike racks for downtown businesses and at Parker Plaza
 - iv) DEAC is planning to install shade cloths throughout the downtown, including Parker Plaza
 - v) DEAC is looking for another place to put the large jade boulder other than the Castle Street triangle, as well as opportunities for the placement of sculptures.
- 4) Meeting Notes
 - a) Approval of August 18, 2021
 - i) Motioned by Van Susteren, seconded by Maniatis
 - ii) All in favor
- 5) Staff and members discussion items:
 - a) Parker Plaza maintenance contract: Current contract with McClane is \$150/ month plus \$60/hour for any additional work. Maniatis will draw up a draft licensed maintenance contract for Parker Plaza to include additional tasks.
 - b) Maniatis will develop a rough draft landscape design for the Castle Street Corridor.
 - c) Workdays, 10 am start time:
 - i) October 2, Lake Street Medians
 - ii) October 15, North Triangle
 - iii) October 30, downtown planter
- 6) Future Agenda Items:
 - a) Planter needs
 - b) Winter holiday lights
- 7) Meeting adjourned 5:20 pm

Kathryn Joyce

From: Lorissa Saunders <lorissa@snowcrest.net>
Sent: Wednesday, September 15, 2021 10:08 AM
To: Muriel Terrell
Cc: Terez; Lynn Linebarger; Nancy Van Susteren; Brittany Beautification; Brenna Montagne; Kathryn Joyce
Subject: A few questions

Dear Muriel,

The Committee has a few questions. We know you're to do list is long. Your help is always greatly appreciated.

First, is our agreement with McLane landscaping month by month or yearly? If yearly is it the calendar year of fiscal year? Terez Maniatis is creating a sample maintenance agreement that could be used in the future.

Second,

Could you send a quick update on our current funds available? I have explained to the committee that we have 2 funds for our use. First, our funds from the Council, which we request each year and are easily utilized. Next is the Endowment fund. It is funded by the Castle Street view scope and donations. If I recall, we can only spend any interest that accrues.

I'm correct?

Third and final question, What is the next step for moving forward on the municipal trash and recycling containers? How can the committee assist?

Thank You,

The Mt.Shasta Beautification Committee

Kathryn Joyce

From: Muriel Terrell
Sent: Wednesday, September 15, 2021 3:55 PM
To: Lorissa Saunders
Cc: Terez; Lynn Linebarger; Nancy Van Susteren; Brittany Beautification; Brenna Montagne; Kathryn Joyce
Subject: RE: A few questions
Attachments: Mclane agreement.pdf

Hi all,

Thank you all for your support. The McLane agreement is attached. It is definitely time to look at the maintenance at Parker Plaza. Perhaps a request for proposal could be done or a more specific what is expected for landscaping maintenance for this park.

Available funds are \$11,147 as of June 30, 2021 in the Beautification Fund and \$2,216 in the endowment fund.

I have not done anything as of yet regarding the trash cans or recycling bins, sorry.

There is something to add to our discussion. There is a per capita grant program through the State of California for water, parks, climate, costal protection, and outdoor access for all through proposition 68. The allocation for the City is \$177,952. The application seems pretty easy to do and is due to the state by December 31, 2021. The Recreation District is receiving the same amount. To me it seem to be a good fit for the "park" areas that the committee manages including garbage and recycling cans as a thought. Rework of the "tree" in the City Hall Plaza area as another, just of the top of my head.

Let me know your thought and when the net meeting is happening.

Best,
Muriel

Muriel Terrell, CPA
Finance Director
City of Mt. Shasta

305 N. Mt Shasta Blvd
Mount Shasta, CA 96067
Phone (530) 926-7523
www.mtshastaca.gov

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-----Original Message-----

From: Lorissa Saunders <lorissa@snowcrest.net>
Sent: Wednesday, September 15, 2021 10:08 AM
To: Muriel Terrell <mterrell@mtshastaca.gov>
Cc: Terez <terezman@hotmail.com>; Lynn Linebarger <blline@sbcglobal.net>; Nancy Van Susteren <nancyvansusteren@gmail.com>; Brittany Beautification <charlesworthbritt@gmail.com>; Brenna Montagne <brennski@gmail.com>; Kathryn Joyce <kjoyce@mtshastaca.gov>
Subject: A few questions

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Thank You,

The Mt.Shasta Beautification Committee

LANDSCAPE MAINTENANCE AGREEMENT

This Landscape Maintenance Agreement is entered into effect NOV, 1, 2015, between City of Mt. Shasta and McLane Maintenance, a sole proprietorship.

1.0 Work to be Performed

1.01 Contractor shall provide all materials, tools, equipment and at least two qualified employees to facilitate the landscape maintenance service.

1.02 Any extra work or special projects that require additional time and/or material will be billed at fifty five dollars (\$55.00) per hour and cost of material.

1.03 During winter months snow removal will be billed at sixty five dollars (\$65.00) per hour and cost of ice melt.

2.0 Compensation

City of Mt. Shasta shall pay McLane Maintenance One Hundred Fifty Dollars (150.00) per month for work performed under the terms of this agreement. McLane Maintenance shall submit a complete and accurate invoice detailing the work performed each month.

3.0 Insurance

Prior to the commencement of these services, McLane Maintenance will provide general liability insurance covering property damage, personal injuries or death arising out the course of McLane Maintenance service, in the minimum amount of one million dollars (\$ 1,000,000), and City of Mt. Shasta shall be named insured. McLane Maintenance shall furnish City of Mt. Shasta with a certificate of insurance indicating the existence of coverage, naming City of Mt. Shasta as insured.

In witness, where of, the parties here to have executed this Agreement on the dates indicated below.

City of Mt. Shasta

McLane Maintenance

By: PAUL ECKHART
[Signature]

Byron McLane, Owner
By: Byron McLane
[Signature]

Date: OCT 7, 2015

Date: Oct, 17, 2015