

Mt. Shasta Downtown Enhancement Advisory Committee Regular Meeting Agenda

City Hall Conference Area
305 North Mt. Shasta Blvd.
Wednesday, January 23, 2019; 8:30 AM

“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.”

| Item |
|--|
| 1. Call to Order |
| 2. Roll Call |
| 3. Public Comment Welcome to our meeting. The committee invites the public to address the committee on matters on the Consent Agenda and matters not listed on the agenda that are within the committee’s subject matter jurisdiction. If the Public wishes to comment on matters that are on the agenda, the committee will request comment when the matter is heard. The committee reserves the right to limit public comment on matters that are outside its subject matter jurisdiction. The committee may regulate the total amount of time on particular issues and for speakers (typically 3 minutes). The committee may place additional time limits on comments, to ensure members of the public have an opportunity to speak and the committee is able to complete its business. A group may be asked to choose a spokesperson to address the committee on a subject matter, or the committee may limit the number of persons addressing the committee whenever a group of persons wishes to address the committee on the same subject matter. Speakers may not cede their time to another. If there is an item of great community significance/interest and is within the committee’s subject matter jurisdiction, the committee may request the item be agendaized for further consideration at a subsequent committee meeting. |
| 4. Staff & Member Comments |
| 5. Consent Agenda: a. Regular Meeting Draft Minutes: October 24, 2018 |
| 6. Discussion and Possible Action: Community Entrance Sign a. Update b. Development of timeline |
| 7. Empty Storefront Beautification Subcommittee Report |
| 8. Discussion Regarding Electric Cars: Tim Stearns |

9. Façade Assessments

- a. Assessment procedures including property owner cross reference
- b. Two assessment pilots: 318 and 408 N. Mt. Shasta Blvd.
- c. Discussion of how Westbrook, Maine is managing their façade issues
- d. Next Steps

10. Expansion of the Downtown District

11. Future Agenda Items – These are tentative items to review in the upcoming meetings

- a. Main Street Program
- b. DEAC Input to Beautification for Castle & Chestnut
- c. Report from Paul Engstrom Regarding Leavenworth, Washington
- d. Discussion Regarding Sidewalks and Driveways
- e. Discussion Regarding a Joint Meeting with the Beautification Committee
- f. Art Walk Discussion and Possible Action
- g. Murals and Power Box Painting
- h. One-Way Streets in the Downtown

12. 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.

Downtown Enhancement Advisory Committee Special Meeting Minutes

Mt. Shasta City Hall, 305 N. Mt. Shasta Blvd.
Wednesday, December 12, 2018, 8:30 a.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: Chair Haugen called the meeting to order at 9:04 a.m.

2. Roll Call:
Present: Haugen, Fielder, Messer
Absent: None

3. Public Comment: None

4. Staff and Member Comments: None

5. Consent Agenda: Regular Meeting Draft Minutes: October 24, 2018
COMMITTEE ACTION: Approve minutes as submitted
MOTION: Messer
SECOND: Fielder
AYES: Fielder, Haugen, Messer
NOES: None
ABSENT: None
ABSTAIN: None

6. Discussion and Possible Action: Community Entrance Sign
Item tabled.

7. Empty Storefront Beautification Subcommittee Report
Greg Messer – Comments regarding the creation of an Ordinance that would require businesses to remove signage when they vacate a building. Further discussion in January.

8. Discussion Regarding Electric Cars
Tim Stearns – Comments regarding the use of open-sided electric vehicles as a shuttle during tourist season.

9. Façade Assessments
Greg Messer – Reviewed façade assessment procedure, check sheet, grading system. Review of two businesses assessed. Discussion of next steps, possible options including discussion with owners and working together with the City. Committee discussion.
COMMITTEE ACTION: Request that the City design a repeatable process that will see that all downtown commercial buildings are safe, to have the process in place within six months, and to determine the interval for inspections.
MOTION: Messer
SECOND: Haugen
AYES: Messer, Fielder, Haugen

| |
|--|
| NOES: None ABSENT: None ABSTAIN: None |
| 10. Review of Winter Magic Event <u>Sandra Haugen</u> – Review of the success of the event. |
| 11. Future Agenda Items: <ul style="list-style-type: none">a. Main Street Programb. DEAC Input to Beautification for Castle & Chestnutc. Report from Paul Engstrom Regarding Leavenworth, Washingtond. Expansion of the Downtown Districte. Discussion Regarding Sidewalks and Drivewaysf. Discussion Regarding a Joint Meeting with the Beautification Committeeg. Art Walk Discussion and Possible Actionh. Murals and Power Box Paintingi. One-Way Streets in the Downtown |
| 12. Adjourn: 9:56 a.m. |