

## Mt. Shasta City Council Regular Meeting Agenda

Monday, October 9, 2023, 5:30 p.m.

This meeting will be presented in a hybrid format and can be attended in two ways:  
In-Person at the Mt. Shasta City Park Upper Lodge, 1315 Nixon Rd. Mt. Shasta, CA

OR

Online at the following link:

[MountShasta.22Ave.tv](https://MountShasta.22Ave.tv)

For the safety of our staff, the council, and public, we are no longer allowing members of the audience to carry large bags, backpacks, or other items outside of small personal items such as purses or satchels. Only service animals are allowed inside council chambers; nonservice pets are not allowed under any circumstances. Violators will be asked to remove the bag and/or animal, and refusal to do so will be cause for removal from the meeting.

“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.	Call to Order and Flag Salute
	2.	Roll call
Page 4-5	3.	Special Presentations: Recognition of Mt. Shasta Police Department
	4.	<b>Public Comment:</b> This time is set aside for citizens to address the City Council on matters listed on the Consent Agenda as well as other items <b>not</b> included on the Regular Agenda. If your comments concern an agenda item noted on the regular agenda, please address the Council when that item is open for public comment. <b>Each speaker is allocated three (3) minutes to speak.</b> Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the City. Council 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 Council, please provide a minimum of seven (7) copies to the Deputy City Clerk. Email Comments may be submitted to the City Clerk’s Office ( <a href="mailto:kjoyce@mtshastaca.gov">kjoyce@mtshastaca.gov</a> ). Items received no later than 12:00 pm on the day of the meeting will be provided to the City Council prior to the meeting. These items will NOT be read into the record.
	5.	Council and Staff Comments
	6.	<b>Committee Updates:</b> a) Downtown Enhancement Advisory Committee b) Library Tax Advisory Committee c) Beautification Committee d) Active Transportation Committee

	CITY COUNCIL BUSINESS
Page 6-62	<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. Approval of Minutes: September 25, 2023 Regular Meeting</li> <li>b. Approval of Disbursements: Accounts Payable 9/18, 9/19, 9/22, and 10/4/2023: Total Gross Payroll and Taxes: For Period Ending 9/17/2023</li> <li>c. Monthly Investment and Financial Report</li> <li>d. Second Reading and Adoption of Ordinance CCO-23-XX Amending chapters 18.08, 18.16, and 18.98 of the Land Development Code of the Mt. Shasta Municipal Code to comply with emergency shelter regulations in State law (Sections 65582 and 65583 of the California Government Code)</li> <li>e. Approval of Memorandum of Understanding Between the City of Mt. Shasta and the Mt. Shasta Recreation and Parks District</li> <li>f. Police Department Report: September 2023</li> </ul>
Page 63-64	<p>8. Approve Resolution CCR-23-XX Authorizing the City Manager to Execute Agreements with the California Department of Transportation for the City of Mt. Shasta Complete Street Plan <u>Background:</u> The City of Mt Shasta has been awarded a CalTrans Planning Grant in the amount of \$136,618 in support of the development of the Lake Street Complete Streets Plan. Council will consider a resolution to designate signature authority to the City Manager to execute agreements related to the grant. Passage of the resolution is required before CalTrans will release grant funds in support of the Plan. <u>Report By:</u> Todd Juhasz, City Manager <u>Recommended Council Action:</u> Staff recommends adoption of Resolution CCR-23-XX Authorizing the City Manager to Execute Agreements with the California Department of Transportation for the City of Mt. Shasta Complete Street Plan.</p>
Page 65	<p>9. Discussion and Possible Action: Appoint Two Members of the Public to the Public Finance Authority <u>Background:</u> At the Council meeting held on September 11th 2023, the City took the first step towards the formation of an Enhanced Infrastructure Finance District (EIFD) when it passed a Resolution of Intention which declared Council's intention to establish the Mt. Shasta EIFD and establishing the Mt Shasta EIFD Public Financing Authority (PFA). The Public Financing Authority serves as the governing board of the EIFD. The PFA membership is comprised of three members of the City Council and two public members. <u>Report By:</u> Todd Juhasz, City Manager <u>Recommended Council Action:</u> Staff recommends the appointment of two members of the public to serve as members of the Public Financing Authority.</p>
Page 66	<p>10. Discussion and Possible Action: Shifting from a 1-year to a 2-year budget process <u>Background:</u> At the September 25, 2023 City Council meeting, Councilmember Stearns requested a discussion regarding the shift from a one to a two-year budget process. <u>Report By:</u> Muriel Terrell, Finance Director <u>Recommended Council Action:</u> Direct staff.</p>

Mt. Shasta Regular City Council Meeting Agenda

Monday, October 9, 2023

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	CITY COUNCIL/STAFF REPORTING PERIOD
	11. Reports Re: Outside Meetings: None
	<p>12. Future Agenda Items and Meetings (Appearing on the agenda within 60-90 days):</p> <ul style="list-style-type: none"><li>a. Discussion and Possible Action: Staff Recommendations for Improved Snow Plowing Operations – 10/23/2023</li><li>b. Amendment to the Municipal Code: Camping Ordinance – 10/23/2023</li><li>c. Discussion and Possible Action: McCloud Avenue Parking Prohibition – TBD</li><li>d. Discussion and Possible Action regarding the Active Transportation Committee – TBD</li><li>e. Approval of Funds to Complete a Survey of Washington Avenue – TBD</li><li>f. Amendment of Parklet Ordinance - TBD</li></ul> <p>Future Agenda Items Over 90 Days:</p> <ul style="list-style-type: none"><li>f. Discussion and Possible Action: Review of Chapter 13.95 Extraction and Exportation of Groundwater from the City of Mt. Shasta</li></ul>
	<p>13. Adjourn</p> <p>I, Kathryn Joyce, declare under penalty of perjury that this agenda has been posted at least 72 hours in advance at the Mt. Shasta City Hall, 305 N. Mt. Shasta Blvd, Mt. Shasta, CA, in the glass case and on the City website at <a href="http://www.mtshastaca.gov">www.mtshastaca.gov</a>. Agendas and packets shall be made available at least 72 hours in advance of regular meetings and 24 hours in advance of special meetings on the City’s web site. Any writings or documents pertaining to an open session item provided to a majority of the City Council less than 72 hours prior to the meeting shall be made available on the City’s web site <a href="http://www.mtshastaca.gov">www.mtshastaca.gov</a>. 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.</p> <p>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, if you need special assistance, a disability-related modification or accommodation, agenda materials in an alternative format, or auxiliary aids to participate in this meeting, please contact the Office of the City Clerk at 530-326-7516 or <a href="mailto:kjoyce@mtshastaca.gov">kjoyce@mtshastaca.gov</a> as soon as possible. Providing at least 72 hours’ notice will help ensure that reasonable arrangements can be made.</p>

**RESOLUTION CCR-23-XX**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF MT. SHASTA  
RECOGNIZING MT. SHASTA POLICE DEPARTMENT PERSONNEL  
FOR OUSTANDING JOB PERFORMANCE**

**WHEREAS**, the Police Department has participated in active shooter training and scenarios, and;

**WHEREAS**, that training and preparation by the Police Department in coordination with the Mt. Shasta High School had prepared both agencies on responding to threats of violence at schools, and;

**WHEREAS** on September 11<sup>th</sup>, 2023 the Police Department responded to a report of a potential threat of violence directed towards the Mt. Shasta High School, and;

**WHEREAS**, Dispatchers, Officers and Supervisors worked diligently to investigate those threats and  
as a result, the Police Department arrested a suspect and prevented a potential mass shooting from occurring, and;

**WHEREAS**, the entire Police Department was involved in some manner in the investigation the City Council would like to commend and recognize specific police department members for their efforts.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Mt. Shasta that the following personnel are commended:

1. Officer Gregory Russell, who was the lead investigating officer.
2. Dispatch Supervisor Jennifer Lensing, who was the initial dispatcher and coordinated all information that came into the Police Department.
3. Sergeant Devon Priddy, who was the front-line supervisor and directly supported the investigation.

The foregoing Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Mt. Shasta on the 9<sup>th</sup> day of October 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED:                      October 9, 2023

CITY OF MT. SHASTA

ATTEST:

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Tessa Clure, Mayor

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Kathryn M. Joyce, Deputy City Clerk

**Mt. Shasta City Council Regular Meeting DRAFT Minutes**

Monday, September 25, 2023; 5:30 p.m.

City Park Upper Lodge 1315 Nixon Road, Mt. Shasta

Meeting allowed for virtual attendance via ZOOM

Approved as Amended September 25, 2023

“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 5:37 p.m. Mayor Clure called the meeting to order and led the audience in the flag salute.

**2. Roll Call:**  
Council Members Present: Redmond, Stackfleth, Collings, Stearns, Clure.  
Council Members Absent: None

**3. Special Presentations:** None

**4. Public Comment:**  
Johanna Altorfer – Comments regarding the Housing and Community Development (HCD) response letter to the City’s Housing Element.

**5. Council and Staff Comments:**  
Todd Juhasz, City Manager – Comments regarding City grant funds for water line replacements, drainage infrastructure planning and design. Comments regarding the One Shasta well site acquisition. Comments regarding stormwater drainage assessment report.  
Tessa Clure, Mayor – Review of recent ride along with Officer Goldsberry of the Mt. Shasta Police Department.

**6. Committee Updates:** No updates

- a) Downtown Enhancement Advisory Committee
- b) Library Tax Advisory Committee
- c) Beautification Committee
- d) Active Transportation Committee

**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: September 11, 2023 Regular Meeting
- b. Resolution CCR-23-27, Adopting a List of Projects to be Funded by SB1

Councilmember Stearns requested a correction to the September 11, 2023 minutes.

MOTION TO APPROVE with amendment to September 11, 2023 minutes: Stackfleth

SECOND: Stearns

AYES: Redmond, Stackfleth, Collings, Stearns, Clure

NOES: None

ABSENT: None

ABSTAIN: None

**8. First Reading of Ordinance amending chapters 18.08, 18.16, and 18.98 of the Land Development Code of the Mt. Shasta Municipal Code to comply with emergency shelter regulations in State law (Sections 65582 and 65583 of the California Government Code)**

Todd Juhasz, City Manager – review of State Law, required emergency shelter ordinance. Review of City funds pledged to Yreka to build shelter.

Michelle Nielsen, Planwest – Review of the proposed ordinance amendments, purpose of the ordinance. Review of SB2 and government code, review of definition of emergency shelter. Review of State Law and how draft ordinance addresses it. Review of CEQA categorical exemption and findings.

**Recess due to technical difficulties: 6:08 p.m. – 6:30 p.m.**

Clarifying questions from Council.

Johanna Altorfer – Comments expressing concern about wetlands and the building of a shelter in Mt. Shasta, concerns about CEQA and various aspects of the proposed ordinance.

Vicki Gold – Comments regarding new City Planner, request for postponement of item until Planner is on board. Comments expressing concern about zoning and technical interruption.

Council discussion.

COUNCIL ACTION: Approve first reading and move to second reading an Ordinance the Mt. Shasta Municipal Code to comply with emergency shelter regulations by title only.

MOTION TO APPROVE: Stearns

SECOND: Stackfleth

AYES: Redmond, Stackfleth, Collings, Stearns, Clure

NOES: None

ABSENT: None

ABSTAIN: None

**9. Discussion and Possible Action: Consideration of a Proposed Tobacco Retailer Licensing Ordinance**

Todd Juhasz, City Manager – Review of item, previous discussions regarding the adoption of portions of the model ordinance.

Clarifying questions from Council.

Amanda Berryhill – Review of other municipalities that have adopted ordinances, statistics of tobacco use rate, comparing Siskiyou County to the rest of the state. Comments in support of retail policies.

Council discussion.

Councilmember Stearns made a motion to direct staff to prepare an ordinance; motion failed for lack of a second.

Council discussion.

COUNCIL ACTION: No action taken.

<p><b>10. Reports on Outside Meetings:</b> Councilmember Stearns reviewed his and Mayor Clure’s recent attendance at the League of California Cities Annual Conference.</p>
<p><b>11. Future Agenda Items (Appearing on the agenda within 60-90 days):</b></p> <p><u>COUNCIL ACTION:</u> Reviewed items a through h. Item added: Presentation by Pat Titus, Discussion and Possible Action to Move to a Two-Year Budget Process</p> <ul style="list-style-type: none"><li>a. Appoint Two Members of the Public to the Public Finance Authority – 10/9/2023</li><li>b. Final Budget Numbers from Fiscal Year 2022/2023 – 10/9/2023</li><li>c. Discussion and Possible Action: Staff Recommendations for Improved Snow Plowing Operations – 10/23/2023</li><li>d. Discussion and Possible Action: McCloud Avenue Parking Prohibition – TBD</li><li>e. Discussion and Possible Action regarding the Active Transportation Committee – TBD</li><li>f. Approval of Funds to Complete a Survey of Washington Avenue – TBD</li><li>g. Amendment of Parklet Ordinance - TBD</li></ul> <p>Future Agenda Items Over 90 Days:</p> <ul style="list-style-type: none"><li>h. Discussion and Possible Action: Review of Chapter 13.95 Extraction and Exportation of Groundwater from the City of Mt. Shasta</li></ul>
<p><b>12. Adjourn:</b> There being no further business, the meeting was adjourned at 7:13 p.m.</p>
<p><b>Respectfully Submitted By:</b> Kathryn M. Joyce, Administrative Assistant/Deputy City Clerk</p>



**City Council Agenda Item #7b**  
Staff Report

**Meeting Date:** October 9, 2023  
**To:** Mayor and City Council  
**From:** Muriel Howarth Terrell, Finance Director  
**Subject:** Approval of Warrants and Payroll

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	Regular
x	Consent
	Closed
	Presentation

**Recommendation:**

Staff requests the Mayor and City Council Approve warrants paid including payroll benefits and withholding, and payroll distribution, in the amount of \$893,800.97.

**Background & Summary:**

Approval of Check Numbers 51146-51274	\$ 750,814.18
Total Payroll Distribution	\$ 80,278.02
Total EFTPS – CalPERS, Nationwide	\$ 24,675.44
Total Payroll EFTPS Taxes	<u>\$ 38,033.33</u>
	\$ 893,800.97

**Financial Impact:**

Expenditures are consistent with the Budget that the City Council has adopted.

**Attachments:**

- 1.) Check Registers – 9/18/23, 9/19/23, 9/22/23, 10/4/23
- 2.) ACH Payroll Distribution – 9/21/23
- 3.) EFTPS Reports – 9/21/23

# Check Register Report

Fiscal Year 2023-2024

Date: 09/18/2023

Time: 8:26 am

Page: 1

City of Mt. Shasta

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>TRI COUNTIES BANK Checks</b>								
51146	09/18/23	Printed			10229	AMAZON CAPITAL SERVICES	23-24 Jays clothing allowance	208.62
51147	09/18/23	Printed			10373	ARAMARK	Aug 23 Shop linen service	474.22
51148	09/18/23	Printed			11042	TROY BAINBRIDGE	DMV Physical - G. Hernandez	150.00
51149	09/18/23	Printed			12579	CLARK BROTHERS INC	State Mandated WWTP Proj	383,065.20
51150	09/18/23	Printed			13241	DOWN RANGE	Holsters- PD	1,627.45
51151	09/18/23	Printed			15030	FERGUSON ENTERPRISES, INC.	Water system maint supplies	1,153.73
51152	09/18/23	Printed			28280	HUE & CRY SECURITY SYSTEMS INC	Oct-Dec 23 Library alarm ser	140.22
51153	09/18/23	Printed			18094	ISECURE	Annual Shredding	170.00
51154	09/18/23	Printed			20008	TODD JUHASZ	Mileage Reimbursement	298.68
51155	09/18/23	Printed			22059	MERCY MEDICAL CENTER	Pre-employment drug screen - S. Hopkins	2,011.14
51156	09/18/23	Printed			22300	MT. SHASTA RECREATION & PARKS	Aug 23 building rental	600.00
51157	09/18/23	Printed			22320	MT. SHASTA SPRING WATER	Aug 23 WWTP/ City Hall water	46.01
51158	09/18/23	Printed			22370	MUNIMETRIX SYSTEMS CORP.	Aug 23 Image Silo software	39.99
51159	09/18/23	Printed			23058	NORTH STATE ASPHALT	Cold Mix	1,431.04
51160	09/18/23	Printed			24000	OFFICE DEPOT	Office Supplies - City Hall	9.38
51161	09/18/23	Printed			11140	PACE ANALYTICAL SERVICES LLC	Water lab services	126.04
51162	09/18/23	Printed			25126	PETERSON MACHINERY CO	PW# 22 Parts	217.37
51163	09/18/23	Printed			25181	PROFORCE LAW ENFORCEMENT	Sights-PD Firearms	672.78
51164	09/18/23	Printed			28372	SISKIYOU COUNTY ECONOMIC	Sep 23 Economic Dev Partners	2,500.00
51165	09/18/23	Printed			29110	TOWER OPTICAL COMPANY INC	2023-24 binocular rental	450.00
51166	09/18/23	Printed			30004	U.S. BANK EQUIPMENT FINANCE	Sep 23 wide copier maintenance	188.04
51167	09/18/23	Printed			30069	US BANK CORPORATE PAYMENT SYS	Aug 23 credit card charges	13,263.20
51168	09/18/23	Printed			31023	VALLEY PACIFIC PETROLEUM	Aug 23 fuel - Fire	1,506.27
51169	09/18/23	Printed			31024	VALLEY PACIFIC PETROLEUM	Aug 23 fuel & heating oil	9,972.02
51170	09/18/23	Printed			31040	VWR SCIENTIFIC	WWTP lab supplies	376.11
<b>Total Checks: 25</b>						<b>Checks Total (excluding void checks):</b>		<b>420,697.51</b>
<b>Total Payments: 25</b>						<b>Bank Total (excluding void checks):</b>		<b>420,697.51</b>
<b>Total Payments: 25</b>						<b>Grand Total (excluding void checks):</b>		<b>420,697.51</b>

# Check Register Report

Fiscal Year 2023-2024

Date: 09/19/2023

Time: 10:35 am

Page: 1

City of Mt. Shasta

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>TRI COUNTIES BANK Checks</b>								
51171	09/19/23	Printed			28582	SITE WORK SOLUTIONS	Reissue- Pine Street Area Water System Improvements	11,000.00
<b>Total Checks: 1</b>							<b>Checks Total (excluding void checks):</b>	<b>11,000.00</b>
<b>Total Payments: 1</b>							<b>Bank Total (excluding void checks):</b>	<b>11,000.00</b>
<b>Total Payments: 1</b>							<b>Grand Total (excluding void checks):</b>	<b>11,000.00</b>

# Check Register Report

Fiscal Year 2023-2024

Date: 09/22/2023

Time: 8:01 am

Page: 1

City of Mt. Shasta

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
TRI COUNTIES BANK Checks								
1172	09/22/23	Printed			10185	ALDER ACRES RV & MH PARK LLC	COVID SUBSISTENCE	475.00
1173	09/22/23	Printed			11114	BANK OF AMERICA, NA	COVID SUBSISTENCE	2,245.72
1174	09/22/23	Printed			11136	JOSHUA BARNEY	COVID SUBSISTENCE	1,300.00
1175	09/22/23	Printed			11119	JACOB BARR	COVID SUBSISTENCE	3,000.00
1176	09/22/23	Printed			12213	CAL-ORE COMMUNICATIONS	COVID SUBSISTENCE	156.75
1177	09/22/23	Printed			12238	CAMPORA PROPANE SERVICE	COVID SUBSISTENCE	352.99
1178	09/22/23	Printed			12461	CHEE CHANG CHANG	COVID SUBSISTENCE	3,000.00
1179	09/22/23	Printed			12444	CARLA CHARRAGA	COVID SUBSISTENCE	950.00
1180	09/22/23	Printed			12458	CHASE MORTGAGE	COVID SUBSISTENCE	1,161.95
1181	09/22/23	Printed			12551	CITY OF MT SHASTA	COVID SUBSISTENCE	334.81
1182	09/22/23	Printed			12558	CITY OF TULELAKE	COVID SUBSISTENCE	107.51
1183	09/22/23	Printed			12560	CITY OF WEED	COVID SUBSISTENCE	94.39
1184	09/22/23	Printed			12580	CITY OF YREKA	COVID SUBSISTENCE	148.04
1185	09/22/23	Printed			12820	CROSS PETROLEUM	COVID SUBSISTENCE	422.38
1186	09/22/23	Printed			12819	CROSSCOUNTRY MORTGAGE LLC	COVID SUBSISTENCE	1,673.69
1187	09/22/23	Printed			13215	GREG DINGER	COVID SUBSISTENCE	689.10
1188	09/22/23	Printed			14140	DON ERICKSON OIL INC	COVID SUBSISTENCE	429.30
1189	09/22/23	Printed			17062	SARAH L HARVEY	COVID SUBSISTENCE	750.00
1190	09/22/23	Printed			17173	MICHELLE HILL	COVID SUBSISTENCE	1,785.00
1191	09/22/23	Printed			17172	HOTSHOTS, INC.	COVID SUBSISTENCE	84.00
1192	09/22/23	Printed			20009	KARUK HOMES 1	COVID SUBSISTENCE	1,200.00
1193	09/22/23	Printed			20007	KARUK TRIBE HOUSING AUTHORITY	COVID SUBSISTENCE	486.00
1194	09/22/23	Printed			22146	MEAN GENE'S GAS, INC	COVID SUBSISTENCE	484.88
1195	09/22/23	Printed			22155	MR. COOPER	COVID SUBSISTENCE	797.21
1196	09/22/23	Printed			23069	ATUL NIMJE	COVID SUBSISTENCE	1,299.00
1197	09/22/23	Printed			24001	OAKRIDGE MHP LLC	COVID SUBSISTENCE	570.37
1198	09/22/23	Printed			25080	PACIFIC POWER & LIGHT	COVID SUBSISTENCE	2,861.05
1199	09/22/23	Printed			27034	RANDOM INVESTMENTS LLC	COVID SUBSISTENCE	595.00
1200	09/22/23	Printed			27152	RIGHTPATH SERVICING	COVID SUBSISTENCE	1,224.63
1201	09/22/23	Printed			27151	SCOTT RONNIE	COVID SUBSISTENCE	800.00
1202	09/22/23	Printed			27874	ELEANOR SAENZ	COVID SUBSISTENCE	900.00
1203	09/22/23	Printed			28176	SHASTA COURTYARDS ESTATES LLC	COVID SUBSISTENCE	33.00
1204	09/22/23	Printed			28201	SHASTA HORIZON MHPS LLC	COVID SUBSISTENCE	655.05
1205	09/22/23	Printed			28476	SISKIYOU GARDENS INCORPORATED	COVID SUBSISTENCE	245.00
1206	09/22/23	Printed			28946	SISKIYOU TELEPHONE CO	COVID SUBSISTENCE	15.00
1207	09/22/23	Printed			28824	J.D. STROPLE	COVID SUBSISTENCE	1,000.00
1208	09/22/23	Printed			28840	SUBURBAN PROPANE	COVID SUBSISTENCE	696.00
1209	09/22/23	Printed			30084	US BANK	COVID SUBSISTENCE	882.53
1210	09/22/23	Printed			31051	VYVE	COVID SUBSISTENCE	348.48
211	09/22/23	Printed			32220	LEO WINTERS	COVID SUBSISTENCE	500.00
					Total Checks: 40		Checks Total (excluding void checks):	34,753.83
					Total Payments: 40		Bank Total (excluding void checks):	34,753.83
					Total Payments: 40		Grand Total (excluding void checks):	34,753.83

# Check Register Report

Fiscal Year 2023-2024

Date: 10/04/2023

Time: 8:29 am

Page: 1

City of Mt. Shasta

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>TRI COUNTIES BANK Checks</b>								
51212	10/04/23	Printed			15194	22ND AVENUE ENTERTAINMENT	Oct 23 Hybrid Public Meeting	2,130.00
51213	10/04/23	Printed			10229	AMAZON CAPITAL SERVICES	Safety Supplies	276.25
51214	10/04/23	Printed			10338	APEX TECHNOLOGY	Oct 23 IT Services	7,564.69
51215	10/04/23	Printed			10374	MANAGEMENT ASBURY ENVIRONMENTAL SERVICES	Waste Oil	100.00
51216	10/04/23	Printed			10402	AT&T MOBILITY FIRSTNET	Aug 2023 cell phone service	2,122.78
51217	10/04/23	Printed			11156	YOLANDE DIEDRE BELL	Library cleaning Sep 26	360.90
51218	10/04/23	Printed			11176	BENSON & SONS ROOFING	Leak repair over PD	400.00
51219	10/04/23	Printed			12115	CABITTOS SMALL ENGINE REPAIR	Stihl Back Pack Blower- maint	130.36
51220	10/04/23	Printed			12551	CITY OF MT SHASTA	Oct 23 Library Utilities	307.78
51221	10/04/23	Printed			12579	CLARK BROTHERS INC	State Mandated WWTP Proj	1,595.00
51222	10/04/23	Printed			22089	TESSA CLURE	Cal Cities Conference reimbursement 23/24 T. Clure	1,704.40
51223	10/04/23	Printed			12640	COLONIAL LIFE & ACCIDENT INSUR	Oct 23 life/accident insurance	372.34
51224	10/04/23	Printed			12677	COMMUNITY FIRST NATIONAL BANK	Fire truck financing	13,829.79
51225	10/04/23	Printed			12720	COOK CONCRETE PRODUCTS	Sewer system maint supplies	469.78
51226	10/04/23	Printed			12842	CROWN MOTORS	Parts- PD 13	119.81
51227	10/04/23	Printed			12877	CYRUN CORPORATION	Alliance PD software 11/4/23- 11/3/24	18,000.00
51228	10/04/23	Printed			13071	DELTA HEALTH SYSTEMS	Oct 23 health insurance	35,160.00
51229	10/04/23	Printed			14140	DON ERICKSON OIL INC	City Hall heating oil	578.43
51230	10/04/23	Printed			13210	DOOLEY ENTERPRISES	Ammunition - Police	983.08
51231	10/04/23	Printed			13241	DOWN RANGE	New officer gear & uniforms S. Hopkins	1,118.18
51232	10/04/23	Printed			13801	E&M INC.	WWTP- SCADA Software 23-24	3,640.00
51233	10/04/23	Printed			15010	FASTENAL COMPANY	Water/Sewer Locator parts	81.96
51234	10/04/23	Printed			15030	FERGUSON ENTERPRISES, INC.	Water system maint supplies Credit Refund	724.21
51235	10/04/23	Printed			16066	DANIEL GIACOMARO	3rd Qtr 23 Fire Call Out	400.00
51236	10/04/23	Printed			34040	GOLD NUGGET PRINTING	Building permit & inspection card GNP 110	738.85
51237	10/04/23	Printed			16088	STEPHEN GOLDSBERRY	3rd Qtr 23 Fire Call Out	800.00
51238	10/04/23	Printed			16203	GREEN DOT TRANSPORTATION	Transportation Grant Assistanc	582.00
51239	10/04/23	Printed			16189	MARY GREEN	Credit Refund ROCK-179-00	31.58
51240	10/04/23	Printed			17000	HACH COMPANY	WWTP lab supplies	337.86
51241	10/04/23	Printed			17037	HARDY DIAGNOSTICS	WWTP lab supplies	535.46
51242	10/04/23	Printed			20003	JONES CARPET CLEANING &	Sept 23 cleaning services	800.00
51243	10/04/23	Printed			32184	KATHRYN JOYCE	3rd Qtr 23 Fire Call Out	600.00
51244	10/04/23	Printed			22140	KENNY & NORINE	Aug 23 Earl Freddy Invest v MS	4,609.80
51245	10/04/23	Printed			22071	MENDES SUPPLY COMPANY	Paper towels, toilet paper, trash can liners-Library	976.11
51246	10/04/23	Printed			22133	MEYERS POLICE K-9 TRAINING LLC	Sep 23 K-9 training	700.00
51247	10/04/23	Printed			22292	MT SHASTA MUSEUM ASSOCIATION	2023-24 Donation	2,500.00
51248	10/04/23	Printed			22200	MT. SHASTA CHAMBER OF COMMERCE	Marketing Contract 1st Quarter 23/24	9,600.00
51249	10/04/23	Printed			22343	MT. SHASTA POINT S TIRE & AUTO	PD 14- flat tire repair	13,808.04
51250	10/04/23	Printed			23023	NATIVE GROUNDS NURSERY	Parker Plaza- maintenance Aug	710.48
51251	10/04/23	Printed			11140	PACE ANALYTICAL SERVICES LLC	Water lab services	772.03
51252	10/04/23	Printed			25080	PACIFIC POWER & LIGHT	Sep 23 Pine Fire Hall	16,432.65
51253	10/04/23	Printed			25201	PLANWEST PARTNERS INC.	Housing Element Update Aug	2,230.00
51254	10/04/23	Printed			26096	RAFTELIS	Stormwater Utility Rate Study	2,496.25
51255	10/04/23	Printed			27000	RAMSHAW'S ACE HARDWARE INC	Sep 23 misc supplies	150.69
51256	10/04/23	Printed			27040	RAY-MAC MECHANICAL INC	FD- Planned service maint	470.00
51257	10/04/23	Printed			20208	DANIELLE ROSE	Aug- Sep 2023	200.00

# Check Register Report

Fiscal Year 2023-2024

Date: 10/04/2023

Time: 8:29 am

Page: 2

City of Mt. Shasta

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>TRI COUNTIES BANK Checks</b>								
51258	10/04/23	Printed			28378	SISKIYOU COUNTY GENERAL SERV	Aug 23 waste disposal	433.60
51259	10/04/23	Printed			28561	SISKIYOU OUTDOOR RESEARCH	2023-24 Donation	5,000.00
51260	10/04/23	Printed			28272	JOHNSON SIVONGSA	2023-24 work clothes reimb	256.59
51261	10/04/23	Printed			11380	SJ DENHAM-MT. SHASTA	PD 295 parts	1,398.91
51262	10/04/23	Printed			32060	SOLANOS INC	Sep 23 misc supplies	2,192.50
51263	10/04/23	Printed			28640	SOUSA READY MIX LLC	Aggregate- washed sand	197.28
51264	10/04/23	Printed			28740	STATE OF CALIFORNIA	Aug 23 live scans	1,103.00
51265	10/04/23	Printed			28815	STERLING HEALTH ADMINISTRATION	9/21/2023 HSA Deductions	290.00
51266	10/04/23	Printed			29011	TEAMSTERS LOCAL 137	Sep 23 Misc Union Dues	1,865.68
51267	10/04/23	Printed			29045	THATCHER COMPANY INC	WWTP Chlorine	3,437.68
51268	10/04/23	Printed			17125	TOM HESSELDENZ & ASSOC.	Castle St and Couplet Initial Planning and Design	4,050.00
51269	10/04/23	Printed			30004	U.S. BANK EQUIPMENT FINANCE	Oct 23 pd copier maintenance	191.66
51270	10/04/23	Printed			30060	UNITED PARCEL SERVICE	Sep 2023 shipping charges	36.57
51271	10/04/23	Printed			28857	USA WASTE OF CALIFORNIA INC	Sep 23 bin rental fees	4,500.00
51272	10/04/23	Printed			28857	USA WASTE OF CALIFORNIA INC	Sep 23 solid waste services	106,077.83
51273	10/04/23	Printed			31050	VERIZON CONNECT FLEET USA LLC	Oct 23 Police GPS subscription	280.00
51274	10/04/23	Printed			32199	FRANCIS WHITNEY	3rd Qtr 23 Fire Call Out	800.00
					<b>Total Checks: 63</b>	<b>Checks Total (excluding void checks):</b>		<b>284,362.84</b>
					<b>Total Payments: 63</b>	<b>Bank Total (excluding void checks):</b>		<b>284,362.84</b>
					<b>Total Payments: 63</b>	<b>Grand Total (excluding void checks):</b>		<b>284,362.84</b>

**Jodi Polk**

---

**From:** Tri Counties Bank <tricoties@olbanking.com>  
**Sent:** Wednesday, September 20, 2023 1:05 PM  
**To:** Jodi Polk  
**Subject:** Tri Counties Bank - ACH Payment Status Change Notification

## ACH Notification

---



**Report Date/Time** 09/20/23 13:05:11 PDT

---

This transaction has been successfully completed.

Transaction Number: ACH-00990110

ACH Company: City Mt Shasta

Company Entry Description: ACHTRANS

Payment Date: 09/21/2023

Total Credits: \$80,278.02 (42)

Total Debits: \$0.00 (0)

Status: Completed

---

FEDERAL PAYROLL TAX PAYMENT (EFTPS-941)		
PAYROLL PERIOD ENDING:		09/17/23
PAYROLL DATE:		09/21/23
ACCOUNT NAME:	ACCT.#	AMOUNT
SOCIAL SECURITY	11-000-2110	\$14,819.50
MEDICARE	11-000-2110	\$3,465.88
FED. WITHHOLDING	11-000-2120	\$14,894.33
TOTAL DEPOSIT:		\$33,179.71
EFTPS CONFIRMATION NO:		13501488
EFTPS BANK DEBIT DATE:		9/26/2023
APPROVED: <i>m Lenee</i>		



STATE PAYROLL TAX PAYMENT (EDD)		
PAYROLL PERIOD ENDING:		09/17/23
PAYROLL DATE:		09/21/23
ACCOUNT NAME:	ACCT.#	AMOUNT
STATE WITHHOLDING	11-000-2130	\$3,843.21
STATE DISABILITY INS	11-000-2140	\$1,010.41
TOTAL DEPOSIT:		\$4,853.62
EDD CONFIRMATION # (STATE):		7357392
EDD CONFIRMATION # (SDI):		7357396
EDD BANK DEBIT DATE:		9/26/2023
APPROVED: <i>m Senell</i>		

**CalPERS Electronic Funds Transfer**

Date: 9/21/2023

CalPERS ID: 6941008066  
Employer: City of Mt Shasta

Fiscal Year: 2023/2024

Service Period:  
09/04/2023-09/17/2023

**Contribution for Defined Benefit - CalPERS**

Rate Plan	Type	Amount Outstanding	Amount Paid
Rate Plan	Member Contributions		825.51
925	Employer Contributions		1,425.17
Miscellaneous	Total		<b>\$2,250.68</b>
Rate Plan	Member Contributions		267.03
926	Employer Contributions		604.10
Safety - Fire	Total		<b>\$871.13</b>
Rate Plan	Member Contributions		572.35
927	Employer Contributions		1,293.05
Safety - Police	Total		<b>\$1,865.40</b>
Rate Plan	Member Contributions		1,806.97
25861	Employer Contributions		1,779.35
Safety - Fire New	Total		<b>\$3,586.32</b>
Rate Plan	Member Contributions		2,263.92
25862	Employer Contributions		2,229.33
Safety - Police New	Total		<b>\$4,493.25</b>
Rate Plan	Member Contributions		4,110.40
27429	Employer Contributions		4,073.26
Miscellaneous New	Total		<b>\$8,183.66</b>
	Total		<b><u>\$21,250.44</u></b>

**Contribution for 457 Supplemental Income Plan - CalPERS**

SIP Plan ID	450083	Member Contributions	500.00
	Total		<b><u>\$500.00</u></b>
	Grand Total		<b><u>\$21,750.44</u></b>



Contact us at 1-877-496-1630 or NRSPlan@nationwide.com.

# FastPay

Payroll  
detail  
payment  
submission

Plan name	MOUNT SHASTA457 PLAN & TRUST
Plan number	0041004001
PayCenter	MOUNT SHASTA457 PLAN & TRUST
Submission date	09-21-2023
Submission time	7:03:12 AM
Pay date	09-21-2023
Payment amount	\$2,925.00
DebitACH account	Checking
Bank routing number	*****5045
Bank account number	*****0938
Debit account type	Checking
DebitACH draft date	09-22-2023

NOV 09 2023

**City Council Agenda Item # 7c**  
Staff Report

**Meeting Date:** October 9, 2023

**To:** Mayor and City Council

**From:** Muriel Howarth Terrell, Director of Finance

**Subject:** Revenue Status Update, Monthly Investment and Financial Report for the Period Ending August 31, 2023

	Regular
X	Consent
	Closed
	Presentation

---

**Recommendation:**

Staff respectfully requests the City Council review the provided information regarding the City's revenue and investments.

**Background & Summary:**

**Revenues:**

Revenue for this report has been updated to recognize the collections for June 2023 received in July and August 2023.

**Property Tax Revenue:**

The City has received \$1,076,374 through August 2023 in property tax for fiscal year 2022-2023, accrued for June 30, 2023. The budgeted amount was \$979,000. Very little property tax is collected after June 30, 2023 for the 2022-2023 fiscal year. The prior year audited balance collected was \$978,221.

**Sales Tax Revenue:**

The City has received \$1,693,783 through August 31 2023 in sales tax for fiscal year 2022-2023 accrued for June 30, 2023. The mid-year adjusted budgeted amount was \$1,680,000. The actual result is about \$14,000 more than budgeted. The prior year audited balance was \$1,665,866.

**Cannabis Revenue:**

The City has received \$115,700 through August 2023 in cannabis revenue for the fiscal year 2022-2023 accrued for June 30, 2023. The budgeted cannabis revenue total is \$125,000 for fiscal year 2022-2023. We anticipate being \$9,300 short of budget.

#### Transient Occupancy Tax:

The city has received \$1,252,500 through August 2023 in TOT for the fiscal year 2022-2023 accrued for June 30, 2023. Budgeted revenue for fiscal year 2022-2023 is \$1,224,000. Our current collections are over \$28,500 of the budget. The audited balance collected for fiscal year 2021-2022 was 1,186,841.

As of September 30, 2023, the combined funds the City of Mt. Shasta had invested in the Local Agency Investment Fund (L.A.I.F.) totaled \$249,391.56. The September 2023 LAIF statement is attached, along with the performance data for the month of August. Most surplus funds over which the City has control are currently invested in ProEquities. The balance of the City's cash funds are held in the pooled checking account with Tri Counties Bank and LAIF.

Current investment rates are:

L.A.I.F.	August 31, 2023	3.434%
Treasury Note – 3 month	August 31, 2023	5.45%
Treasury Note – 2 Yr.	August 31, 2023	4.87%
Treasury Note – 5 Yr.	August 31, 2023	4.26%
Treasury Note – 10 Yr.	August 31, 2023	4.11%
Treasury Note – 30 Yr.	August 31, 2023	4.21%

Bloomberg as reported by Chandler Asset Management

The LAIF average increased slightly from last month, all notes experienced increases except the 2 year note which decreased slightly. We continue to anticipate the LAIF rate slowly increasing staying just above 3%. Short term CD rates are now better than the LAIF rate and longer-term notes may offer better yields it does not give us the liquidity we need. The LAIF rate remains the best available rate that meets the City's requirement for liquidity and safety.

#### Financial Impact:

The investments are in compliance with the City's investment policy and provides for meeting the City's cash flow needs for the next month and 6 month periods.

#### Compliance with 2014-17 City Council Strategic Plan:

The City Council's leadership efforts to ensure adherence to the best possible financial practices and overall transparency falls under Strategic Focus IV – Grow Mt. Shasta Pride and Quality and the Municipal Responsibilities of Progressive Leadership and Financial Health and Economic Opportunity.

#### Attachments:

- LAIF Monthly Statement
- LAIF Performance Report

- LAIF Monthly Balances
- September 2023 Chandler Asset Management

SEPTEMBER 2023



## Market Data

World Stock Market Indices  
data as of 08/31/2023

	Change (07/31/2023)	%CHG
S&P 500		
4,507.66	(81.30)	(1.77%)
NASDAQ		
14,034.97	(311.05)	(2.17%)
DOW JONES		
34,721.91	(837.62)	(2.36%)
FTSE (UK)		
7,439.13	(260.28)	(3.38%)
DAX (Germany)		
15,947.08	(499.75)	(3.04%)
Hang Seng (Hong Kong)		
18,382.06	(1,696.88)	(8.45%)
Nikkei (Japan)		
32,619.34	(552.88)	(1.67%)

Source: Bloomberg. Please see descriptions of indices on Page 2.

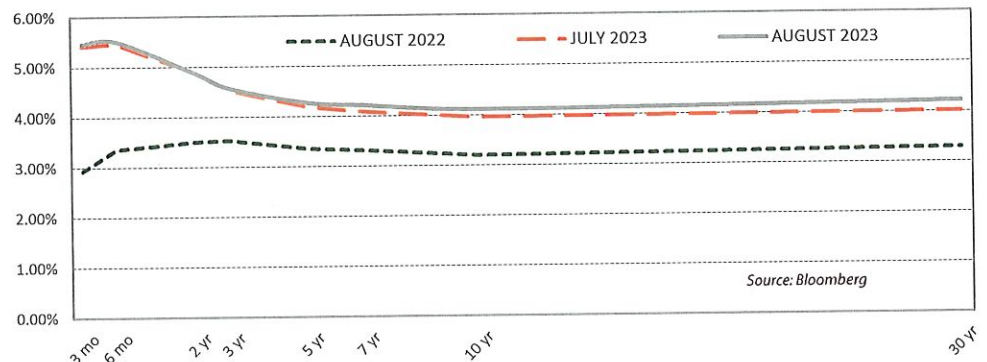
## Market Summary

Recent economic data continues to suggest positive but below trend growth this year. Although the pace of job growth is moderating, labor markets remain solid, and the U.S. consumer has demonstrated resiliency. Inflationary trends are subsiding, but core levels remain well above the Fed's target. Given the cumulative effects of restrictive monetary policy and tighter financial conditions, we believe the economy will gradually soften and the Fed will remain data dependent as they tread cautiously going forward.

As anticipated at the July meeting, the Federal Open Market Committee voted unanimously to raise the Federal Funds rate by 0.25% to a target range of 5.25 - 5.50%, the highest level in over 20 years. Fed Chair Powell maintained that the FOMC will remain data dependent going forward, and that they do not anticipate a recession, leaving the option open for the possibility of additional rate hikes in the future if needed.

Bond yields experienced upward pressure in August as investors sought higher returns, partly due to the U.S. Treasury's issuance of \$103 billion in their quarterly refunding. During the month, the 2-year Treasury yield remained relatively stable, ending at 4.87%, while the 5-year Treasury yield increased by 8 basis points to 4.26%. Additionally, the 10-year Treasury yield saw a notable uptick of 15 basis points, reaching 4.11%. These fluctuations in yields reflect the evolving dynamics in the bond market, influenced by various economic and financial factors. It is worth noting that the yield curve has remained inverted since July 2022, signaling potential economic concerns or uncertainties.

### Treasury Yields Increased Across the Curve in August



Interest rates increased across the yield curve in August in response to Federal Reserve Chair Jerome Powell's commitment to maintaining the 2% inflation target. Moreover, the U.S. Treasury issued an additional supply of \$103 billion during the month as part of its regularly scheduled quarterly refunding. Despite these developments, the Treasury yield curve remained inverted, although there was a narrowing of the inversion between the 2-year and 10-year Treasury yields, narrowing from -92 basis points at the close of July to -76 basis points by the end of August. Notably, one year prior, the difference between the 2-year and 10-year Treasury yields stood at -30 basis points. Furthermore, the inversion between the 3-month and 10-year Treasuries also contracted, decreasing to -134 basis points from July to August. The current inversion of the yield curve has been persistent since July 1, 2022, indicating ongoing economic uncertainties.

TREASURY YIELDS	Trend (▲/▼)	08/31/2023	07/31/2023	Change
3-Month	▲	5.45	5.42	0.03
2-Year	▼	4.87	4.88	-0.01
3-Year	▲	4.56	4.53	0.03
5-Year	▲	4.26	4.18	0.08
7-Year	▲	4.21	4.08	0.13
10-Year	▲	4.11	3.96	0.15
30-Year	▲	4.21	4.01	0.20

Source: Bloomberg



# BOND MARKET REVIEW

## Credit Spreads were Little Changed in August

CREDIT SPREADS	Spread to Treasuries (%)	One Month Ago (%)	Change
3-month top rated commercial paper	0.05	0.08	(0.03)
2-year A corporate note	0.41	0.28	0.13
5-year A corporate note	0.72	0.65	0.07
5-year Agency note	0.09	0.09	(0.00)

Source: Bloomberg

Data as of 08/31/2023

## General Inflationary Trends Remain Constructive

ECONOMIC INDICATOR	Current Release	Prior Release	One Year Ago
Trade Balance	(65.02) \$Bln JUL 23	(63.72) \$Bln JUN 23	(71.67) \$Bln JUL 22
Gross Domestic Product	2.10% JUN 23	2.00% MAR 23	(0.60%) JUN 22
Unemployment Rate	3.80% AUG 23	3.50% JUL 23	3.70% AUG 22
Prime Rate	8.50% AUG 23	8.50% JUL 23	5.50% AUG 22
Refinitiv/CoreCommodity CRB Index	281.91 AUG 23	282.18 JUL 23	290.41 AUG 22
Oil (West Texas Int.)	\$83.63 AUG 23	\$81.80 JUL 23	\$89.55 AUG 22
Consumer Price Index (y/o/y)	3.70% AUG 23	3.20% JUL 23	8.30% AUG 22
Producer Price Index (y/o/y)	(2.20%) AUG 23	(1.00%) JUL 23	12.80% AUG 22
Euro/Dollar	1.08 AUG 23	1.10 JUL 23	1.01 AUG 22

Source: Bloomberg

## Economic Roundup

### Consumer Prices

Inflation data continues to provide encouraging indications of moderating inflation trends. The Consumer Price Index (CPI) witnessed a monthly increase of 0.6% in August, while the annual rate of the CPI rose to 3.7% due to an unfavorable year-over-year comparison. The core Consumer Price Index, excluding volatile food and energy costs, showed a modest 0.3% rise, reaching a year-over-year rate of 4.3%, down from 4.7% in July. The Personal Consumption Expenditures (PCE) index rose as expected by 3.3% year-over-year in July, up from a 3.0% year-over-year gain in June. Core PCE, the Federal Reserve's preferred inflation gauge, increased by 4.2% year-over-year in July, up from a 4.1% increase in June. Personal spending remained robust, but the personal savings rate decreased to 3.5% from 4.3% in July. Inflation remains above the Fed's 2% target.

### Retail Sales

Advance Retail Sales beat expectations and rose 0.7% in July after upward revisions to the prior two months. Increases were broad-based across categories. Nonstore retail sales were particularly notable with a 1.9% increase, which reflects a robust performance of Amazon's Prime Day sales event. On a year-over-year basis, retail sales growth accelerated to a 3.2% gain in July versus an upwardly revised 1.6% increase in June. The Conference Board's Consumer Confidence Index dropped more than expected to 106.1 in August from a downwardly revised 114.0 in July. Both current conditions and future expectations weakened as respondents expressed negative views on the labor market and concerns regarding inflation expectations.

### Labor Market

The U.S. economy added 187,000 jobs in August, exceeding consensus expectations, and the last two months were revised downward by 110,000 jobs. The pace of job growth is softening with the three-month moving average payrolls at 150,000 and the six-month moving average at 194,000. The unemployment rate rose to 3.8% in August from 3.5% in July, and the labor force participation rate increased to 62.8%, the highest level since February of 2020. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons, increased to 7.1% from the prior month at 6.7%. Average hourly earnings declined to 4.3% year-over-year in August from 4.4% in July. While the U.S. labor market is moderating, employment remains strong by historical standards.

### Housing Starts

Starts of new homes increased 3.9% to 1.452 million units at a seasonally adjusted annual rate in July after a downward revision to 1.398 million units in June. The gain was entirely attributable to a rise of 6.7% in single-family home starts. Starts of multi-unit homes had been the main driver of homebuilding in the second half of 2022 and early 2023 but have begun to wane. Total starts of new homes are up 5.9% year-over-year. Homebuilders continue to see demand while the supply of existing homes for sale remains limited. According to Freddie Mac, a 30-year fixed rate mortgage averaged 7.18% as of August 31st. According to the Case-Shiller 20-City Home Price Index, housing prices dropped 1.2% year-over-year in June, improving from a 1.7% decline in May. Tight inventories and higher mortgage rates continue to impact affordability.

### World Stock Market Index Descriptions

S&P 500—The S&P 500 is a market value-weighted index of 500 large-capitalization stocks. The 500 companies included in the index capture approximately 80% of available US market capitalization. NASDAQ—The NASDAQ Composite Index is the market capitalization-weighted index of over 3,300 common stocks listed on the NASDAQ stock exchange. Dow Jones—The Dow Jones Industrial Average is an index that tracks 30 large, publicly-owned companies trading on the New York Stock Exchange and the NASDAQ. The Financial Times Stock Exchange Group (FTSE)—The FTSE is a share index of the 100 companies listed on the London Stock Exchange with the highest market capitalization. DAX—The Deutscher Aktienindex (DAX) is a blue chip stock market index consisting of the 30 major German companies trading on the Frankfurt Stock Exchange. Hang Seng—The Hang Seng Index is a freefloat-adjusted market-capitalization-weighted stock market index in Hong Kong. It is used to record and monitor daily changes of the largest companies of the Hong Kong stock market and is the main indicator of overall market performance in Hong Kong. Nikkei—Japan's Nikkei 225 Stock Average is a price-weighted index composed of Japan's top 225 blue-chip companies traded on the Tokyo Stock Exchange.

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Data source: Bloomberg and the U.S. Department of Labor. This report is provided for informational purposes only and should not be construed as specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of publication, but may become outdated or superseded at any time without notice. Any opinions or views expressed are based on current market conditions and are subject to change. This report may contain forecasts and forward-looking statements which are inherently limited and should not be relied upon as an indicator of future results. Past performance is not indicative of future results. This report is not intended to constitute an offer, solicitation, recommendation or advice regarding any securities or investment strategy and should not be regarded by recipients as a substitute for the exercise of their own judgment. Fixed income investments are subject to interest rate risk. As interest rates rise, the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.





# PMIA/LAIF Performance Report as of 09/14/23



## Quarterly Performance Quarter Ended 06/30/23

LAIF Apportionment Rate <sup>(2)</sup> :	3.15
LAIF Earnings Ratio <sup>(2)</sup> :	0.00008636172883763
LAIF Administrative Cost <sup>(1)*</sup> :	0.06
LAIF Fair Value Factor <sup>(1)</sup> :	0.984828499
PMIA Daily <sup>(1)</sup> :	3.26
PMIA Quarter to Date <sup>(1)</sup> :	3.01
PMIA Average Life <sup>(1)</sup> :	260

## PMIA Average Monthly Effective Yields<sup>(1)</sup>

August	3.434
July	3.305**
June	3.167
May	2.993
April	2.870
March	2.831

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 08/31/23 \$168.1 billion

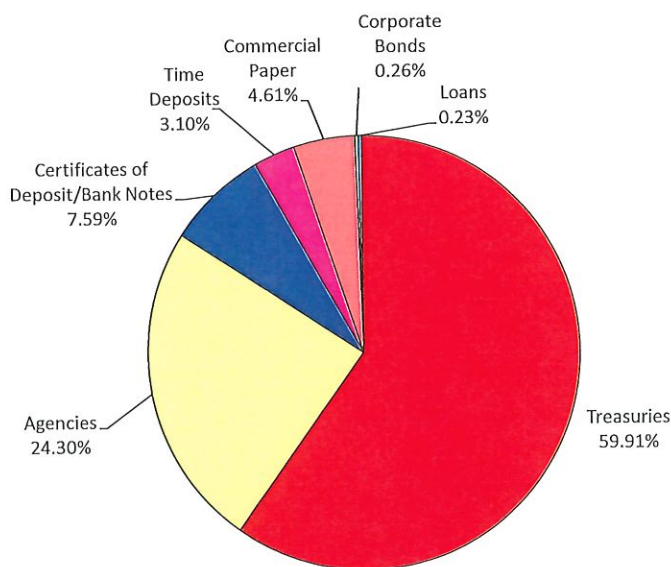


Chart does not include \$2,496,000.00 in mortgages, which equates to 0.002%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

\*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

\*\* Revised

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller

California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

October 04, 2023

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

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CITY OF MT SHASTA

DIRECTOR OF FINANCE  
305 NORTH MT SHASTA BLVD  
MT SHASTA, CA 96067

[Tran Type Definitions](#)

Account Number: 98-47-572

September 2023 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	249,391.56
Total Withdrawal:	0.00	Ending Balance:	249,391.56



Fair Value Including Accrued Interest	\$	167,391,372,751.51
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Mt. Shasta City Council Regular Meeting October 9, 2023

## Agenda Item #8

### Staff Report

**Meeting Date:** October 9, 2023

**To:** City Council

**From:** City Manager

**Subject:** First Reading: Ordinance amending chapters 18.08, 18.16, and 18.98 of the Land Development Code of the Mt. Shasta Municipal Code to comply with emergency shelter regulations in State law (Sections 65582 and 65583 of the California Government Code).

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### Staff Recommendation

Staff respectfully recommends that the City Council:

1. Open the public hearing;
2. Receive the staff report on the text amendments to Land Development Code for emergency shelters to comply with State law,
3. Receive and consider comments from the public, and
4. Motion to approve the first reading of CCO-23-XX by title only and move it to a second reading and adoption; and to make the required findings and adopt the amendments to the Mt. Shasta land Development Code.

### Background

In 2007 State housing element law, Government Code (Gov't Code) Sections 65583 and 65589.5, were amended to add specificity as to how cities and counties are to regulate emergency shelters, including limiting the denial of emergency shelters by requiring specific findings.<sup>1</sup> Below are the highlights of the 2007 SB 2 amendments:

- Cities and counties shall identify at least one zone to permit emergency shelters without a conditional use permit or other discretionary action.
- Sufficient capacity must be identified to accommodate the need for emergency shelters and at least one year-round emergency shelter.
- Existing or proposed permit procedures, development and management standards must be objective and encourage and facilitate the development of or conversion to emergency shelters.<sup>2</sup>
- Emergency shelters shall only be subject to development and management standards that apply to residential or commercial uses within the same zone.
- Written and objective standards may be applied as specified in statute, including maximum number of beds, provision of onsite management, length of stay and security.

HCD's May 2008 technical assistance memo advises how local governments can comply with SB 2's

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<sup>1</sup> These amendments are often referred to as SB 2 (2007).

<sup>2</sup> Objective standards are those that involve no personal or subjective judgment by a public official and being uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official. [Government Code Section 65589.5, subdivision (f)]



requirement that the zoning permits emergency shelters in a non-discretionary manner.<sup>3</sup> The local government's zoning regulation, development standards and procedures for emergency shelters must include:

- Objective development standards that encourage and facilitate the approval of emergency shelters.
- Decision-making criteria such as standards that do not require discretionary judgment.
- Standards that do not render emergency shelters infeasible, and only address the use as an emergency shelter, not the perceived characteristics of potential occupants.

Requiring a variance, minor use permit, special use permit or any other discretionary process does not constitute a non-discretionary process. Local governments may apply non-discretionary design review standards, however.

In 2010 the City Council adopted Ordinance CCO-10-03 amending Mt. Shasta's Land Development Code, i.e., Title 18 of Mt. Shasta Municipal Code, to meet the requirements of SB 2 (2007). While Ordinance CCO-10-03 meets some of the requirements of State law, some provisions are inconsistent (discussed further below). Consequently, the housing elements for both the 2014-2019 and 2023-2031 planning periods (5th cycle and 6th cycle, respectively) identify the existing inconsistencies with State as a regulatory constraint and include programs that commit the City to zoning code updates to address the inconsistencies with State law.<sup>4</sup> Although Program HO-2.5.2 was adopted at part of the City's 5th cycle housing element, the City has been unable to implement the Program and prepare the necessary amendments to the Land Development Code due to resource and staffing constraints.

The California Department of Housing and Community Development (HCD) recently updated their housing element review procedures and will no longer certify housing elements of cities and counties that do not have zoning regulations for emergency shelters that comply with SB 2 (2007).<sup>5</sup> Mt. Shasta is in the process of updating its housing element, with the draft housing element undergoing HCD review for compliance State law (see step 4 of the Housing Element Update Process flowchart in Figure 1). This change in HCD housing element review procedures accelerates the importance of amending the emergency shelter provisions of the Land Development Code because the City's housing element update cannot be found to be compliant with State housing law. To offset the cost for preparing the amendments, in June 2023 the City Council adopted Resolution CCR-23-15 authorizing the reprogramming of HCD planning grant funds for the purpose of amending the Land Development Code.<sup>6</sup>

## Analysis

There are no emergency shelters currently proposed, nor is an emergency shelter currently operating in the City of Mt. Shasta. The amendments to the Land Development Code propose to modify the following three chapters of the Land Development Code:

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<sup>3</sup> <https://www.hcd.ca.gov/community-development/housing-element/housing-element-memos/docs/sb-2-combined-update-mc-a11y.pdf>, accessed July 31, 2023.

<sup>4</sup> For the City's 5<sup>th</sup> cycle housing element, Program HO-2.5.2, was adopted. The 6<sup>th</sup> cycle draft housing element proposes a similar program, Program HO-4.2.1, to address the State law inconsistencies.

<sup>5</sup> <https://www.hcd.ca.gov/planning-and-community-development/housing-elements/building-blocks/zoning-variety-of-housing-types>, accessed July 31, 2023.

<sup>6</sup> Resolution CCR-23-15 of the Mt. Shasta City Council, regular meeting agenda of June 12, 2023. Agenda item # 8, pages 36-48. HCD approved the reprogramming of funding on June 22, 2023.

1. Definitions, Chapter 18.08
2. District Regulations, Chapter 18.16
3. Emergency Shelter regulations, Chapter 18.98

The amendments propose to update the definition of emergency shelter in chapter 18.08.352 to be consistent with Gov't Code Sections 65582 and 65583. Police Chief Gibson reviewed the draft amendments and commented about the definition's vagueness regarding how time is measured for the length of stay. Chief Gibson makes a good point and Planwest Partners researched this further. Unfortunately, this research did not yield further guidance clarifying how time may be measured. The document Local Zoning Best Practices for Shelter and Transitional and Supportive Housing (October 2017) does caution local governments about narrowing the definition as it may conflict with State law.<sup>7</sup>

The Mt. Shasta Land Development Code currently permits emergency shelters in the High Density Residential (R-3), Downtown Commercial (C-1), and General Commercial (C-2) zones. However, the present language of the Land Development Code only expressly states the allowance for emergency shelters for the R-3 zone, and this allowance can only be found in chapter 18.98. Emergency shelters are a permitted use in the C-1 and C-2 zones because all residential uses permitted in R-3 are also permitted in the C-1 and C-2, see 8.5(B) and 9.5(A) of chapter 18.16.020, respectively. The amendments propose to update the zoning district tables in chapter 18.16.020 for the R-3, C-1, and C-2 zones to enumerate emergency shelters as a permitted use. The proposed amendments ensures consistency with State law while also improving the transparency and usability of the Land Development Code for all users. The amendments do not propose to change or expand the zones where emergency shelters are a permitted use.

On August 15, 2023, the Mt. Shasta Planning Commission held a duly noticed public hearing to receive public testimony, provide direction and a recommendation to the City Council. No members of the public were present, in person or via Zoom, to provide testimony to the Planning Commission. Nor did the City receive written public comments on the draft emergency shelter ordinance. The Planning Commission discussed the matter and provided direction to City staff and the City's consultant, then unanimously recommended that the City Council make the required findings and adopt the amendments to the Mt. Shasta Land Development Code.

Table 1 below provides the Planning Commission's direction to City staff and the City's consultant for revisions, and a comment from staff when applicable. For each section that the PC had specific direction, a summary of the proposed revision is provided.

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<sup>7</sup> <https://homeless.lacounty.gov/wp-content/uploads/2019/02/Public-Counsel-SB-2-Best-Practices-Guide.pdf>, page 7.  
Mt. Shasta City Council Regular Meeting October 9, 2023

**Table 1**

<b>Section Number(s)</b>	<b>Planning Commission Discussion and Direction</b>	<b>Staff Comment</b>	<b>Summary of Proposed Revision</b>
18.08.352 and 18.98.010	Include definition of "homeless"?	The PC's discussion concluded that adding a definition may be problematic as it could be discriminatory and be a barrier for people accessing services.	The Purpose language of 18.98.010 was amended to clarify that emergency shelters provide housing for people in need of shelter.
18.98.030(B)	Add provision to increase length of stay to over 6 months	n/a	Language was added to 18.98.030(B) allowing operators to seek an approval to increase the length of stay of up to one (1) year at the discretion of the City Manager or their designee.
18.98.030(C)	To the security requirements add installation of security cameras	n/a	The PC's recommendation is included as a security requirement in this section.
18.98.030(A.5)	Clarify 60 bed limit vs. occupancy load, and how thresholds are applied	n/a	This section now specifies that the number of beds in an emergency shelter shall not exceed the occupant load as determined by the City's building official, and in no case shall not exceed 60 beds.
18.98.030(D)(1) and 18.98.080	Hours of operation that are struck through: revisit. Not too prescriptive but allow for quiet hours if allowable?	Revising section 18.98.080 to provide quiet hours may run afoul of the State law requirement that shelters are to be "...subject only to development and management standards that apply to residential or commercial development in the same zone."  While the hours of operation for parklets are regulated, these do not apply broadly to other uses in the C-1 and C-2 zones. Permitted uses in the R-3 zone are not subject to restricted hours. It is Planwest's assessment that imposing quiet hours on emergency shelters would not be	Section 18.98.030(D)(1) requires shelters to establish specific hours for client intake and discharge and these hours must be posted.  18.98.080: it is recommended this section be deleted as indicated in Attachment 1.

**Table 1 (cont'd)**

Section Number(s)	Planning Commission Discussion and Direction	Staff Comment	Summary of Proposed Revision
		consistent with State law. It is noted, like all other uses and activities in Mt. Shasta, emergency shelters must be maintained and operated as to not constitute a public nuisance.	
18.98.030	California Health & Safety Code § 50800 et seq. that is to be deleted: Review the source of standard and ascertain if it is appropriate to include in Physical Characteristics section.	Health & Safety Code § 50800 et seq. are the regulations governing the State's Emergency Housing and Assistance Program (EHAP), a funding program. The purpose of the EHAP is to provide capital for the construction and operation of shelters and other emergency housing. HSC § 50800 establishes eligible uses of EHAP funds, how funds are to be distributed, terms of the funding, etc. HSC § 50800 does not contain provisions or requirements that supplant or complement State or local building or fire codes.	Based on the research results, it is recommended this section be deleted as indicated in draft ordinance in Attachment A.
18.98.040	Remove 10% requirement for intake/waiting area in order to defer to operator	n/a	Section 18.98.040 in Attachment A has been revised in accordance with the PC's direction.
18.08.352 and 18.98.050	From the definition, add what services can the City require.	Emergency shelters provide minimal services by definition [Reference Gov't Code § 65582(H) and HSC § 50801]. Essentially, a shelter provides a safe place to be and adequate sanitation facilities. Night time shelters would provide bed and a meal. Many shelters rely on government funds to operate, and the funding source and associated agreements will spell out the services a shelter must provide to residents.	The definition in section 18.08.352 of Attachment A indicates that shelters provide temporary housing, food, and sanitation facilities. Section 18.08.352 lists the types of additional services that may be provided by a shelter at no cost to shelter residents.
18.98.060(B)	n/a	The language of "The provider shall not discriminate in any services provided." may be confusing or problematic for shelters that	It is recommended this section be deleted as indicated in Attachment A.



**Table 1 (cont'd)**

Section Number(s)	Planning Commission Discussion and Direction	Staff Comment	Summary of Proposed Revision
		<p>serve specific populations, e.g., women only domestic violence, youth shelters that are age restricted to young adults, veterans-only shelters. To retain this type of language, it is recommended that the City attorney be consulted to prepare language that is appropriate.</p> <p>As part of reviewing other California cities regulations for emergency shelter regulations of other California jurisdictions, the City's consultants did not encounter this type of language in the land use regulations for emergency shelters.</p> <p>Absence of the language would not relieve a shelter provider from fair housing and reasonable accommodation as these laws apply.</p>	
18.98.060(C)	n/a	<p>The language of</p> <p>“The provider shall not require participation by residents in any religious or philosophical ritual, service, meeting or rite as a condition of eligibility.”</p> <p>may unduly restrict the Constitutional rights of a church that is operating an emergency shelter as part of its religious mission, especially if the church is not receiving government funding for the shelter construction and/or operate the shelter, and/or the shelter is not on government property. To retain this type of language, it is recommended that the City attorney be consulted to prepare language that is appropriate.</p>	It is recommended this section be deleted as indicated in Attachment A.

**ORDINANCE CCO-23-XX**

**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF MT. SHASTA  
AMENDING CHAPTERS 18.08, 18.16, AND 18.98 OF  
THE LAND DEVELOPMENT CODE OF  
THE MT. SHASTA MUNICIPAL CODE TO COMPLY WITH  
EMERGENCY SHELTER REGULATIONS IN STATE LAW**

**BE IT ORDAINED** that the City Council of the City of Mt. Shasta does amend the Mt. Shasta Municipal Code Section 18.08, 18.16, and 18.98 to read as follows:

**Chapter 18.08  
DEFINITIONS**

**18.08.352 Emergency shelter.**

“Emergency shelter” means temporary housing with minimal supportive services for persons experiencing homelessness, which is limited to occupancy of six (6) months or less, and is operated by a government agency or private non-profit organization. Emergency shelters may be in the form of dormitory or congregate housing, or individual shelters. Operations may be seasonal or year-round and client services may be offered, including but not limited to, counseling, medical evaluation, and job/life skills training, in addition to food, and sanitation facilities, which may include showers, pursuant to paragraph (h) of Government Code Section 65582. Emergency shelters shall include interim housing interventions including but not limited to a navigation center, bridge housing, and respite or recuperative care. No individual or household may be denied housing and shelter because of inability to pay.

**Chapter 18.16  
DISTRICT REGULATIONS**

**18.16.020 Establishment of regulations.**

**Table 7 – High Density Residential (R-3)**

**7.5 Permitted Uses**

The following uses are permitted in the R-3 district upon issuance of a building permit, business license, or other required permit:

- A. Single-family dwelling (attached or detached), one per each 4,500 square feet of gross land area.
- B. Duplex, one two-unit structure per 6,000 square feet of lot area.
- C. Triplex, one three-unit structure per 8,000 square feet of lot area.
- D. Multiple-family dwellings (no more than four units), one unit per each 2,000 square feet of lot area.
- E. Model home, including a sales office.
- F. Professional office not involving the use of significant amounts of hazardous substances, and not exceeding 2,500 square feet in floor area.

- G. Supportive housing.
- H. Transitional housing.
- I. Emergency shelters.

## **Table 8 – Downtown Commercial (C-1)**

### **8.5 Permitted Uses**

The following uses are permitted in the C-1 district:

- A. A store, motel, office, bank, theater, restaurant or similar use, primarily conducted within a building, and not involving the use of significant amounts of hazardous substances, and not exceeding 10,000 square feet in floor area where all necessary public services and facilities are available and the surrounding area is not environmentally sensitive.
- B. Residential uses consistent with the R-3 zone district.
- C. Residential uses within a commercial building.
- D. Outdoor sales consistent with Chapter 18.23 MSMC.
- E. Emergency shelters.

## **Table 9 – General Commercial (C-2)**

### **9.5 Permitted Uses**

The following uses are permitted in the C-2 district:

- A. All permitted uses in the C-1 zone.
- B. Retail business establishments within a building, conducting the following use: automobile body and paint shops, commercial recreation, creameries, dry cleaning plants, heavy equipment sales and service, laundry, locker plants, plumbing shops.
- C. Land uses which conform to the purpose of the district, and which in the judgment of the Planner are consistent with the purpose of the district.
- D. Emergency shelters.

## **Chapter 18.98**

### **EMERGENCY SHELTERS**

#### **18.98.010 Purpose.**

The purpose of this section is to establish standards for emergency shelters in order to comply with the requirements of State law under Cal. Gov't Code Sections 65582 and 65583 in order to provide for the housing needs of people in need of shelter.

#### **18.98.020 Location of Emergency Shelters**

Emergency shelters shall be a use permitted in the High Density Residential (R-3), Downtown Commercial (C-1), and General Commercial (C-2) zones without a conditional use or other

discretionary permit and subject only to development and management standards that apply to residential or commercial development in the same zone.

### **18.98.030 Standards for emergency shelters.**

In addition to the development standards in the underlying zoning district, emergency shelters shall comply with the standards set forth in this section. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

#### **(A) Physical Characteristics.**

- (1) Compliance with applicable California and local Uniform Housing Code and Building Code, and California Fire Code requirements in effect at the time of the building permit application.
- (2) Facilities shall provide exterior lighting on pedestrian pathways and parking lot areas on the property. Lighting shall be stationary, full cut-off downward facing hooded lighting and directed away from adjacent properties and public rights-of-way.
- (3) Facilities shall provide secure areas for residents' personal property. Outdoor storage facilities for residents' personal property shall not create a fire-life-safety hazard, be located outside yard setbacks, and shall be screened from public view by a decorative wall or fence.
- (4) Separation. An emergency shelter may be located no closer than three hundred (300) from another emergency shelter.
- (5) Maximum number of beds per shelter. The maximum number of beds in an emergency shelter shall not exceed the occupant load as determined by the City's building official, and in no case an emergency shelter shall not have more than 60 beds per shelter.

(B) Limited Terms of Stay. The maximum term of staying at an emergency shelter is six (6) months. Shelter operators may apply to the City of Mt. Shasta for extended stays of up to one (1) year. The granting of any extension of stay is at the sole discretion of the City Manager or their designee.

(C) The agency or organization operating the emergency shelters shall provide on-site security for residents, visitors, and employees during all hours when the shelter is in operation. Security provisions shall include the installation of security cameras for the security of the building, residents, and staff.

(D) Emergency Shelter Management. The agency or organization operating the emergency shelter shall provide on-site management during all hours when the shelter is in operation.

- (1) Hours. An emergency shelter must establish and maintain specific hours for client intake and discharge. These hours must be clearly displayed at the front or main entrance of the shelter at all times.

- (E) Onsite parking. The emergency shelter shall provide on-site parking as determined by the Planning Director, or their designee, based on demonstrated need for onsite parking but not more than the parking required for other residential and commercial uses within the same zone.

#### **18.98.040 Waiting and intake area.**

If client intake occurs onsite, an enclosed or screened waiting and intake area must be provided on the property to prevent queuing in the public right-of-way and be located outside of the yard setbacks.

#### **18.98.050 Common facilities and services.**

- (A) The emergency shelter may provide one or more of the following specific facilities and services for shelter residents, including but not limited to:

- (1) Commercial kitchen facilities designed and operated in compliance with the California Retail Food Code;
- (2) Dining area;
- (3) Laundry;
- (4) Recreation room;
- (5) Supportive services, consistent with paragraph (h) of Government Code Section 65582, services to obtain permanent housing and income, case management, medical and mental health care, substance abuse treatment, and benefits advocacy.
- (6) Child care facilities. (Ord. CCO-10-03 § 3, 2010)

- (B) Facilities and services that may be provided to assist shelter residents shall be provided at no cost to all residents of a provider's shelter.

The foregoing Ordinance was adopted at the regular meeting of the City Council of the City of Mt. Shasta held on this September 11, 2023 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DATED:       October 9, 2023

**ATTEST:**

**CITY OF MT. SHASTA**

\_\_\_\_\_  
Kathryn M. Joyce, Deputy City Clerk

\_\_\_\_\_  
Tessa Clure, Mayor

FORM APPROVED:

\_\_\_\_\_  
John Sullivan Kenny, City Attorney

**CERTIFICATION**

I HEREBY CERTIFY that the foregoing Ordinance CCO-23-~~XX~~ was introduced, by title only, at a regular meeting of the Mt. Shasta City Council on the 25<sup>th</sup> day of September, 2023, and was adopted at a regular meeting of said Council on the October 9, 2023.

\_\_\_\_\_  
Kathryn M. Joyce, Deputy City Clerk

## 10.2.23 – Corrections and Errata

• • • •

18.98.030 Standards for emergency shelters

• • • •

(A) Physical Characteristics

• • • •

- (3) Facilities shall provide secure areas for residents' personal property. Outdoor storage facilities for residents' personal property shall not create a fire-life-safety hazard, be located outside yard setbacks, and shall be screened~~ed~~ from public view by a decorative wall or fence.
- (5) Maximum number of beds per shelter. The maximum number of beds in an emergency shelter shall not exceed the occupant load as determined by the City's building official, and in no case ~~shall~~ an emergency shelter shall ~~not~~ have more than 60 beds per shelter.

## ORDINANCE CCO-23-XX

**AN ORDINANCE OF THE CITY OF MT. SHASTA  
AMENDING TITLE 18 OF THE MT. SHASTA MUNICIPAL CODE  
FOR THE REGULATION OF EMERGENCY SHELTERS**

**WHEREAS**, Senate Bill 2 (SB 2) became law on January 1, 2008 and Assembly Bill 2339 (AB 2339) became law on January 1, 2023, amending Section 65583 of the California Government Code mandating certain approaches to the local regulation of emergency shelter for persons experiencing homelessness; and

**WHEREAS**, State Housing Element law requires local planning and zoning regulations facilitate emergency shelters, and in particular, SB 2 requires all cities and counties to provide at least one zone in which emergency shelters can be located without discretionary approval from the local government; and

**WHEREAS**, the City of Mt. Shasta's adopted Housing Element for the period of 2014-2019 has a program, HO-2.5.2, that calls for amending the zoning code to ensure consistency with State and local law and internal consistency related to regulations for specific residential uses, including...emergency shelters; and

**WHEREAS**, it is the intent of the City to implement federal and state housing laws and policies contained in the City of Mt. Shasta's General Plan, including the Housing Element, in a manner that is consistent with applicable laws, including affirmatively furthering fair housing, and the City of Mt. Shasta seeks to be in compliance with the State of California mandated regulations for the local regulation of emergency shelter for persons experiencing homelessness; and

**WHEREAS**, on August 18, 2023, the Planning Commission of the City of Mt. Shasta held a duly noticed public hearing as prescribed by law to consider the proposed zoning text amendments. After consideration of all applicable staff reports and all public testimony and evidence presented at the public hearing, the PC recommended that the City Council adopt the proposed amendments to chapters 18.08, 18.16, and 18.98 of Title 18 of the Mt. Shasta Municipal Code, also cited as the Land Development Code; and

**WHEREAS**, on October 9, 2023, the City Council of the City of Mt. Shasta held a duly noticed public hearing as prescribed by law to consider the proposed text amendments to the Land Development Code, and heard testimony regarding the proposed amendments. After consideration of all applicable staff reports and all public testimony and evidence presented at the public hearing; and

**WHEREAS**, the City Council does hereby make the following findings regarding the amendments to chapters 18.08, 18.16, and 18.98 of the Land Development Code as set forth in this ordinance; and

**WHEREAS**, the City Council finds and determines the adoption of this Ordinance is exempt from the California Environmental Quality Act (CEQA) per the State CEQA Guidelines Section 15061(b)(3), in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. The proposed zoning text amendments will not have an impact on the environment because they do not directly facilitate new development, or changes in the type and intensity of land use; and



**WHEREAS**, the proposed amendments are consistent with the Mt. Shasta General Plan; and

**WHEREAS**, the proposed amendments are internally consistent with other applicable provisions of the Mt. Shasta Land Development Code; and

**WHEREAS**, the City Council has determined that the public health, safety and welfare of the residents of the City will be promoted and improved through compliance with State law regarding the regulation of emergency shelters; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY MT. SHASTA DOES HEREBY ORDAIN AS FOLLOWS:**

## **SECTION 1. Municipal Code Amendments**

That chapters 18.08, 18.16, and 18.98 of Title 18 of the Mt. Shasta Municipal Code (MSMC) are hereby amended with language that is added denoted by underline, and language that is removed denoted by ~~striketrough~~. Usage of four ellipses, . . . . , indicates entire paragraphs have been omitted because the language in the omitted paragraphs is not being amended.

### **Chapter 18.08**

#### **DEFINITIONS**

. . . .

#### **18.08.352 Emergency shelter.**

"Emergency shelter" means temporary housing with minimal supportive services for persons experiencing homelessness, which ~~that~~ is limited to occupancy of ~~up to six (6) months or less,~~ and is operated by a government agency or private non-profit organization. Emergency shelters may be in the form of dormitory or congregate housing, or individual shelters. Operations may be seasonal or year-round and client services may be offered, including but not limited to, counseling, medical evaluation, and job/life skills training, in addition to food, and sanitation facilities, which may include showers, pursuant to paragraph (h) of Government Code Section 65582. Emergency shelters shall include interim housing interventions including but not limited to a navigation center, bridge housing, and respite or recuperative care. No individual or household may be denied housing and shelter because of inability to pay. ~~Emergency shelters are intended to be used by homeless persons, victims of domestic violence, persons requiring temporary housing, and other individuals and households made temporarily homeless due to natural disasters (e.g., fires, earthquakes, etc.)~~

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## Chapter 18.16

## DISTRICT REGULATIONS

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**18.16.020 Establishment of regulations.**

. . . .

**Table 7 – High Density Residential (R-3)**

. . . .

**7.5 Permitted Uses**

The following uses are permitted in the R-3 district upon issuance of a building permit, business license, or other required permit:

- A. Single-family dwelling (attached or detached), one per each 4,500 square feet of gross land area.
- B. Duplex, one two-unit structure per 6,000 square feet of lot area.
- C. Triplex, one three-unit structure per 8,000 square feet of lot area.
- D. Multiple-family dwellings (no more than four units), one unit per each 2,000 square feet of lot area.
- E. Model home, including a sales office.
- F. Professional office not involving the use of significant amounts of hazardous substances, and not exceeding 2,500 square feet in floor area.
- G. Supportive housing.
- H. Transitional housing.
- I. Emergency shelters.

. . . .

**Table 8 – Downtown Commercial (C-1)**

. . . .

**8.5 Permitted Uses**

The following uses are permitted in the C-1 district:

- A. A store, motel, office, bank, theater, restaurant or similar use, primarily conducted within a building, and not involving the use of significant amounts of hazardous substances, and not exceeding 10,000 square feet in floor area where all necessary public services and facilities are available and the surrounding area is not environmentally sensitive.
- B. Residential uses consistent with the R-3 zone district.
- C. Residential uses within a commercial building.
- D. Outdoor sales consistent with Chapter 18.23 MSMC.
- E. Emergency shelters.

Table 9 – General Commercial (C-2)

. . . .

#### 9.5 Permitted Uses

The following uses are permitted in the C-2 district:

- A. All permitted uses in the C-1 zone.
- B. Retail business establishments within a building, conducting the following use: automobile body and paint shops, commercial recreation, creameries, dry cleaning plants, heavy equipment sales and service, laundry, locker plants, plumbing shops.
- C. Land uses which conform to the purpose of the district, and which in the judgment of the Planner are consistent with the purpose of the district.
- D. Emergency shelters.

. . . .

## Chapter 18.98

## EMERGENCY SHELTERS

## 18.98.010 Purpose.

The purpose of these standards is to ensure the development of emergency shelters does not adversely impact adjacent parcels or the surrounding neighborhood, and shall be developed in a manner which protects the health, safety, and general welfare of the nearby residents and businesses, while providing for the housing needs of people in need of shelter. The following performance standards shall apply to emergency shelters. ThisThe purpose of this section establishes is to establish standards for emergency shelters in order to comply with the requirements of State law under Cal. Gov't Code Sections 65582 and 65583: in order to provide for the housing needs of people in need of shelter.

## 18.98.020 Location of Emergency Shelters

Emergency shelters shall be a use permitted in the High Density Residential (R-3), Downtown Commercial (C-1), and General Commercial (C-2) zones without a conditional use or other discretionary permit and subject only to development and management standards that apply to residential or commercial development in the same zone.

## 18.98.030 Standards for emergency shelters.

~~In addition to the standards set forth in here and below, emergency shelters shall also be required to comply with the California Building Code and California Fire Code in effect at the time of building permit application. (Ord. CCO-10-03 § 3, 2010)~~ In addition to the development standards in the underlying zoning district, emergency shelters shall comply with the standards set forth in this section. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

## (A) Physical Characteristics.

- (1) Compliance with applicable California and local Uniform Housing Code and Building Code, and California Fire Code requirements in effect at the time of the building permit application.
- (2) Facilities shall provide exterior lighting on pedestrian pathways and parking lot areas on the property. Lighting shall be stationary, full cut-off downward facing hooded lighting and directed away from adjacent properties and public rights-of-way.
- (3) Facilities shall provide secure areas for residents' personal property. Outdoor storage facilities for residents' personal property shall not create a fire-life-safety hazard, be located outside yard setbacks, and shall be screened from public view by a decorative wall or fence.
- (4) Separation. An emergency shelter may be located no closer than three hundred (300) from another emergency shelter.
- (5) Maximum number of beds per facility shelter. The maximum number of beds in an emergency shelter shall not exceed the occupant load as determined by the City's building official, and in no case shall an emergency shelter shall not have more than 60 beds per facility shelter.

(B) Limited Terms of Stay. The maximum term of staying at an emergency shelter is six (6) months. Shelter operators may apply to the City of Mt. Shasta for extended stays of up to one (1) year. The granting of any extension of stay is at the sole discretion of the City Manager or their designee.

(C) The agency or organization operating the emergency shelters shall provide on-site security for residents, visitors, and employees during all hours when the shelter is in operation. Security provisions shall include the installation of security cameras for the security of the building, residents, and staff.

(D) Emergency Shelter Management. The agency or organization operating the emergency shelter shall provide on-site management during all hours when the shelter is in operation.

(1) Hours. An emergency shelter must establish and maintain specific hours for client intake and discharge. These hours must be clearly displayed at the front or main entrance of the shelter at all times.

(E) Onsite parking. The emergency shelter shall provide on-site parking as determined by the Planning Director, or their designee, based on demonstrated need for onsite parking but not more than the parking required for other residential and commercial uses within the same zone.

#### **18.98.040 Waiting and intake area.**

If client intake occurs onsite, an enclosed or screened waiting and intake area must be provided on the property to prevent queuing in the public right-of-way. ~~The area must be at least ten (10) percent of the total square footage of the shelter~~ and be located outside of the yard setbacks.

#### **~~18.98.030 Health and safety standards.~~**

The shelter for the homeless must comply with all standards set forth in Cal. Health and Safety Code § 50800 et seq. (Ord. CCO-10-03 § 3, 2010)

#### **~~18.98.040 Management plan.~~**

~~Prior to commencing operation, the emergency shelter provider must have a written management plan, which shall be approved by the Planning Commission. The management plan must include, but is not limited to, provisions for staff training, resident identification process, neighborhood outreach, policies regarding pets, the timing and placement of outdoor activities, temporary storage of residents' personal belongings, safety and security, screening of residents to ensure compatibility with services provided at the facility, and training, counseling and social service programs for residents, as applicable. (Ord. CCO-10-03 § 3, 2010)~~

#### **~~18.98.050 Occupancy load and bathroom facilities.~~**

~~Each resident shall be provided a minimum of 50 gross square feet of personal living space per person, not including space for common areas. In no case shall occupancy exceed 60 residents at any one time. Bathing facilities shall be provided in quantity and location as required in the California Plumbing Code (Title 24, Part 5), and shall comply with the accessibility requirements of the California Building Code (Title 24, Part 2). (Ord. CCO-10-03 § 3, 2010)~~

#### **~~18.98.060~~ 18.98.050 Common facilities and services.**

(A) The emergency shelter ~~facility~~ may provide one or more of the following specific facilities and services for clientsshelter residents, including but not limited to:

(AA1) Commercial kitchen facilities designed and operated in compliance with the California Retail Food Code;

(BB2) Dining area;

(CC3) Laundry;

(DD4) Recreation room;

~~(E5) Supportive services, consistent with paragraph (h) of Government Code Section 65582, (e.g., training, counseling); services to obtain permanent housing and income, case management, medical and mental health care, substance abuse treatment, and benefits advocacy.~~

~~(FF6) Child care facilities. (Ord. CCO-10-03 § 3, 2010)~~

(B) Facilities and services that may be provided to assist shelter residents shall be provided at no cost to all residents of a provider's shelter.

#### **~~18.98.070 Lighting.~~**

~~Adequate external lighting shall be provided for security purposes. The lighting shall be stationary, full cut-off downward facing hooded lighting and directed away from adjacent properties and public rights-of-way, and of an intensity compatible with the neighborhood. (Ord. CCO-10-03 § 3, 2010)~~

#### **~~18.98.080 Outdoor activities.~~**

~~Outdoor activities, such as recreation, eating, and staging for drop-off, intake, and pick-up, may be conducted at the facility. Conducting such activities either at a back entrance or inner courtyard is encouraged. For the purposes of noise abatement in residential districts, outdoor activities may only be conducted between the hours of 8:00 a.m. to 10:00 p.m.~~

#### **~~18.98.090 Shelter location, and concentration of uses.~~**

~~Emergency shelters must be sited within the R-3 zone. No more than one emergency shelter is permitted within a radius of 1,000 feet from another emergency shelter.~~

#### **~~18.98.100 Design standards.~~**

~~To assure that new and renovated buildings are compatible with the existing character and scale of the surrounding commercial environment, new and infill buildings must be consistent with the Mt. Shasta Architectural Design Guidelines. (Ord. CCO-10-03 § 3, 2010)~~

#### **18.98.11060 Emergency Shelter provider.**

The agency or organization operating the shelter shall comply with the following requirements:

(A) Temporary shelter shall be available to residents for no more than 60 days. Extensions up to a total stay of 180 days may be provided if no alternative housing is available.

(BA) Staff and services shall may be provided to assist residents to obtain permanent shelter and income. If such Such services shall be are available, they shall be provided at no cost to all residents of a provider's shelter or shelters.

(CB) The provider shall not discriminate in any services provided.

(DC) The provider shall not require participation by residents in any religious or philosophical ritual, service, meeting or rite as a condition of eligibility. (Ord. CCO-10-03 § 3, 2010)

## CALIFORNIA ENVIRONMENTAL QUALITY ACT – NOTICE OF EXEMPTION

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**To:** Siskiyou County Clerk  
311 Fourth Street Rm. 201  
Yreka, CA 96097

**From:** City of Mt. Shasta  
305 N. Mt. Shasta Boulevard  
Mt. Shasta, California 96067  
[kjoyce@mtshastaca.gov](mailto:kjoyce@mtshastaca.gov)

**Project Title:** City of Mt. Shasta Proposed Zoning Text Amendments to Land Development Code Chapters 18.08 (Definitions), 18.16 (District Regulations), and 18.98 (Emergency Shelter Regulations)

**Project Applicant:** City of Mt. Shasta

**Project Location:** The zoning text amendments apply citywide to various properties within the city of Mt. Shasta as applicable.

**Project Summary:** The amendments to the Mt. Shasta Land Development Code ensure consistency with State law. The amendments do not change or expand the zones where emergency shelters are a permitted use. Mt. Shasta's adopted 5<sup>th</sup> cycle and draft 6<sup>th</sup> cycle housing elements both found Mt. Shasta's Land Development Code to be inconsistent with Gov't Code Sections 65582, 65583, and 65589.5. The amendments resolve the Land Development Code's inconsistencies with State law. The amendments to Mt. Shasta's Land Development Code modify the following three chapters of the Land Development Code: Definitions, Chapter 18.08; District Regulations, Chapter 18.16; and Emergency Shelter regulations, Chapter 18.98.

- 1) The zoning text amendments propose to update the definition of emergency shelter in chapter 18.08.352 to be consistent with Gov't Code Sections 65582 and 65583.
- 2) The present language of the Mt. Shasta Land Development Code only expressly states the allowance for emergency shelters for the R-3 zone, and this allowance can only be found in chapter 18.98. Emergency shelters are permitted in the C-1 and C-2 zones because all residential uses that are permitted in R-3 are also permitted in the C-1 and C-2, pursuant to subsections 8.5(B) and 9.5(A) of chapter 18.16.020, respectively. The amendments update the zoning district tables in section 18.16.020 for the R-3, C-1, and C-2 zones to enumerate emergency shelters as a permitted use.
- 3) The zoning text amendments revised Chapter 18.98 of the Land Development Code to remove regulatory procedures and standards that are inconsistent with Gov't Code Sections 65582, 65583, and 65589.5.

**Exempt Status:** Project is exempt under CEQA Guidelines Section 15061 (b)(3) known as the "common sense exemption".

**Reasons why project is exempt:** The zoning text amendments to Land Development Code Chapters 18.08, 18.16, and 18.98 would not result in any direct or indirect physical changes to the environment. There is no possibility that the activity in question may have a significant effect on the environment. The proposed zoning text amendments do not make any changes to the General Plan land use map and would not modify any land use designations, allowed densities, or land use intensities established by the General Plan. The revisions would not result in any changes to the intensities or densities of allowed uses beyond those allowed by the General Plan and those standards currently required by State law. The proposed project does not entitle, propose, or otherwise require the construction of new development or rehabilitation of existing development, but rather includes updates to be compliant under State mandated regulations for the local

regulation of emergency shelter for persons experiencing homelessness. The project does not change the zones where emergency shelters are permitted. There are no pending emergency shelter applications filed with the City that may benefit from the proposed zoning text amendments; rather the amendments bring the City's emergency shelter regulations into compliance with existing law that applies now to an emergency shelter application. The amendments remove regulatory barriers to emergency shelters development as required by State law. As a regulated land use, emergency shelters relocate illegal camps and gathering sites of individuals experiencing homelessness, without access to sanitary facilities, and without shelter from weather, pose a health and safety threat to the individuals as well as a threat to the environment from improper waste disposal. Emergency shelters as use of land represent a net decrease in potential significant effects on the environment.

Therefore, the zoning text amendments project is exempt from the provisions of the California Environmental Quality Act (CEQA) as set forth in Section 15061 (b)(3) of the State CEQA Guidelines.

**Lead Agency Contact:**

Kathy Joyce, CMC  
Deputy City Clerk/Administrative Assistant  
305 N. Mt. Shasta Boulevard  
Mt. Shasta, California 96067  
(530) 926-7516

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**City Council Agenda Item # 7e**  
Staff Report

**Meeting Date:** October 9, 2023

**To:** Mayor and City Council

**From:** Robert Gibson, Acting Chief of Police

**Subject:** Approval of MOU between the City of Mt. Shasta and the Mt. Shasta Parks and Recreation District authorizing the enforcement of the Mt. Shasta Municipal Code on District property.

	Regular
<b>X</b>	Consent
	Closed
	Presentation

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**Recommendation:**

Staff respectfully requests the City Council approve the MOU with the Mt. Shasta Parks and Recreation District to allow for the enforcement of the City of Mount Shasta municipal code on District property.

**Background & Summary:**

In 2005 the Mt. Shasta Parks and Recreation District took over control of the City and Shastice Parks and thus the ability to enforce Mt. Shasta Municipal Code on those properties was taken away. Several different options over the last two years have been discussed with none being proven effective. An MOU between the City and the Parks and Recreation District was found to be both easy to implement as well as legally practical. This MOU will allow the Mt. Shasta Police Department to enforce Mt. Shasta Municipal Code Violations, specifically those related to parks. This MOU you has been reviewed and approved by the City Attorney.

**Attachments:**

Memorandum of Understanding between the City of Mt. Shasta and the Mt. Shasta Recreation and Parks District

**MEMORANDUM OF UNDERSTANDING BETWEEN THE  
CITY OF MOUNT SHASTA AND THE MOUNT SHASTA RECREATION AND PARK DISTRICT  
REGARDING ENFORCEMENT OF APPLICABLE LAWS, ORDINANCES, RULES, AND  
REGULATIONS IN PARKS**

This MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into effective \_\_\_\_\_ of 2023 (the “Effective Date”) by and between the City of Mount Shasta, a California municipal corporation and general law city (hereinafter “City”) and the Mount Shasta Recreation and Park District, a California special district organized and operating under California Public Resources Code section 5780 et seq. (hereinafter “MSRPD”) (collectively, the “Parties”) with respect to the following Recitals:

**RECITALS**

WHEREAS, the City and MSRPD desire to enter into this MOU to authorize the City’s peace officers and other authorized staff to enforce laws, ordinances, rules, and regulations in parks owned and operated by MSRPD and lying within the incorporated areas of the City; and

WHEREAS, California Public Resources Code section 5786.17 makes a violation of any MSRPD rule, regulation, or ordinance unlawful and authorizes citations for violations of state law, city or county ordinances, or district rules, regulations, or ordinances, when the violation occurs in a recreational facility, as defined; and

WHEREAS, Public Resources Code section 5786.11 authorizes MSRPD to enter into a cooperative agreement with the City to do all things necessary or convenient in carrying out the purposes and intent of Public Resources Code section 5780 et seq. including, but not limited to enforcement of laws, ordinances, rules and regulations.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises hereinafter provided, the City and MSRPD hereby agree as follows:

1. The Recitals above are true and correct and hereby fully incorporate herein.

2. City Enforcement of Applicable Laws.

a. MSRPD hereby authorizes and consents to the City enforcing MSRPD rules, regulations and ordinances and other applicable laws, including, but not limited to, the Mount Shasta Municipal Code, when necessary and appropriate within properties owned, operated, or controlled by the MSRPD lying within incorporated areas of the City.

b. The City has sole discretion to make enforcement decisions and determine the level of service provided under this section of the MOU. In the event of a conflict between laws, codes, rules, and/or regulations, the City may in its sole discretion choose which to enforce. The City shall be the sole recipient of any fines or fees collected as a result of enforcement action. The City alone shall control and determine the performance of personnel providing the services under this section of this MOU, including, but not limited to, the standards of personnel performance and discipline.

c. The City will not charge MSRPD for services rendered under this section of this MOU. Nothing in this section of this MOU requires MSRPD to reimburse the City for any costs associated with civil or criminal enforcement under the Mount Shasta Municipal Code or other law.

d. The City reserves the right to reopen this agreement at any time to discuss cost sharing of emergency services, should the City see a rise in demand of said services.

### 3. Indemnification, Term, and Termination

a. MSRPD shall indemnify, defend, and hold the City, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damage arising out of the performance of this section of the MOU, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees or claims for injury or damages are caused by or result from the negligent, intentional, or wrongful acts or omissions of MSRPD, its officers, agents, or employees.

b. The City shall indemnify, defend, and hold MSRPD, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damage arising out of the performance of this section of the MOU, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees or claims for injury or damages are caused by or result from the negligent, intentional, or wrongful acts or omissions of City, its officers, agents, or employees.

c. The term of this MOU shall be five years. This MOU may be terminated by either party for any reason and at any time by giving the other party 120 days written notice. This MOU may be amended at any time with concurrence of the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed on the date listed below.

#### City of Mount Shasta

\_\_\_\_\_  
Todd Juhasz  
City Manager

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

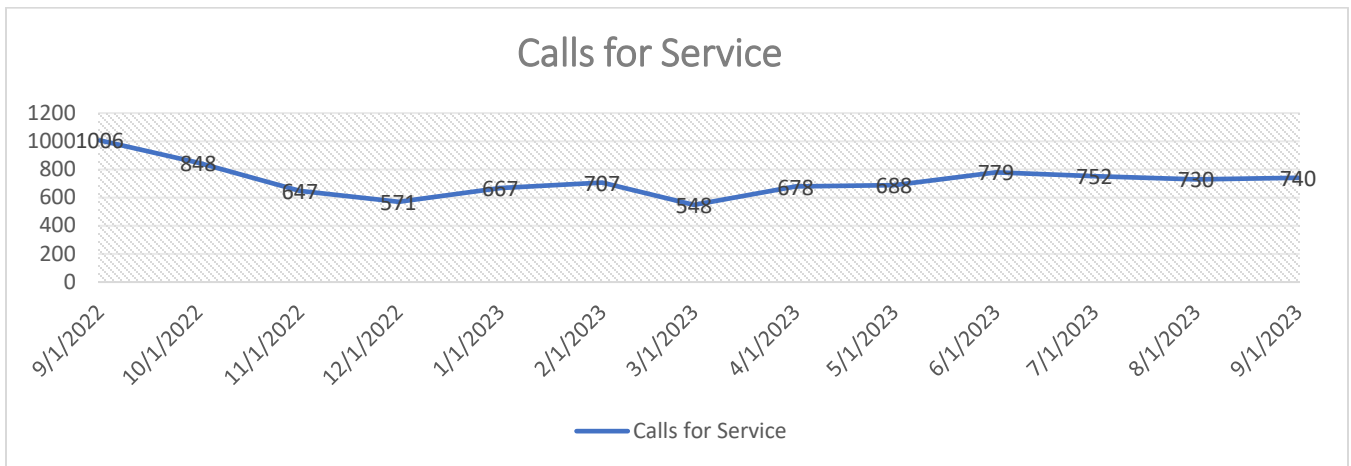
#### Mount Shasta Recreation and Parks District

\_\_\_\_\_  
Shannon Shaw  
District Administrator

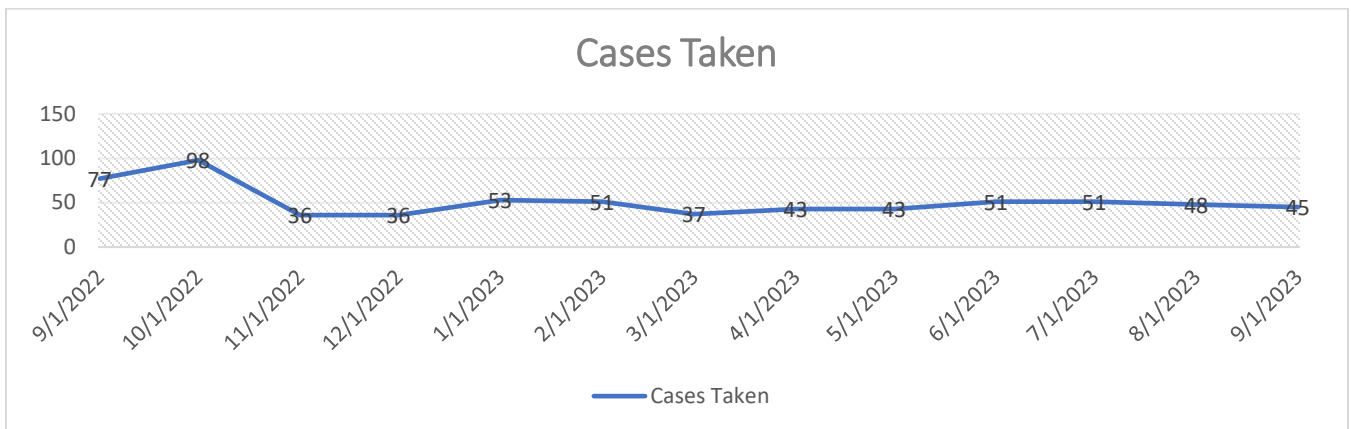
\_\_\_\_\_  
Date

# Department Statistics

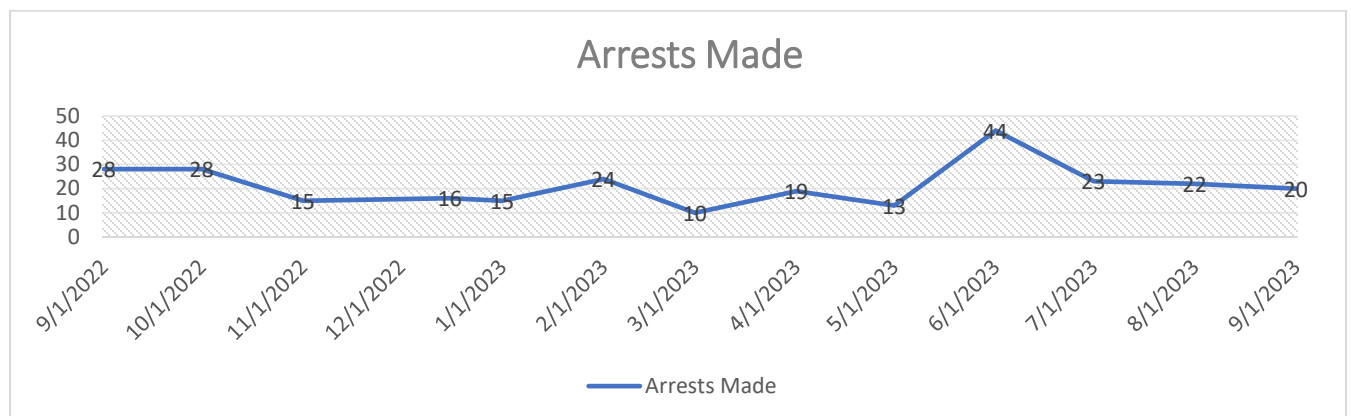
Calls for Service	September 2022	September 2023	Change
	1006	740	-26.44%



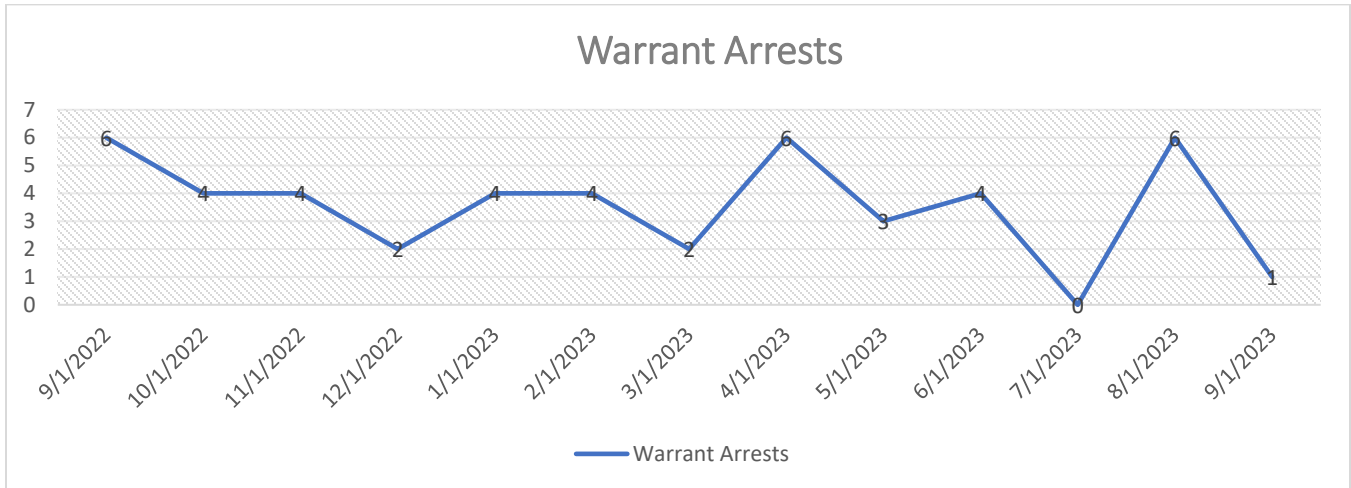
Cases Taken	September 2022	September 2023	Change
	77	45	-41.55%



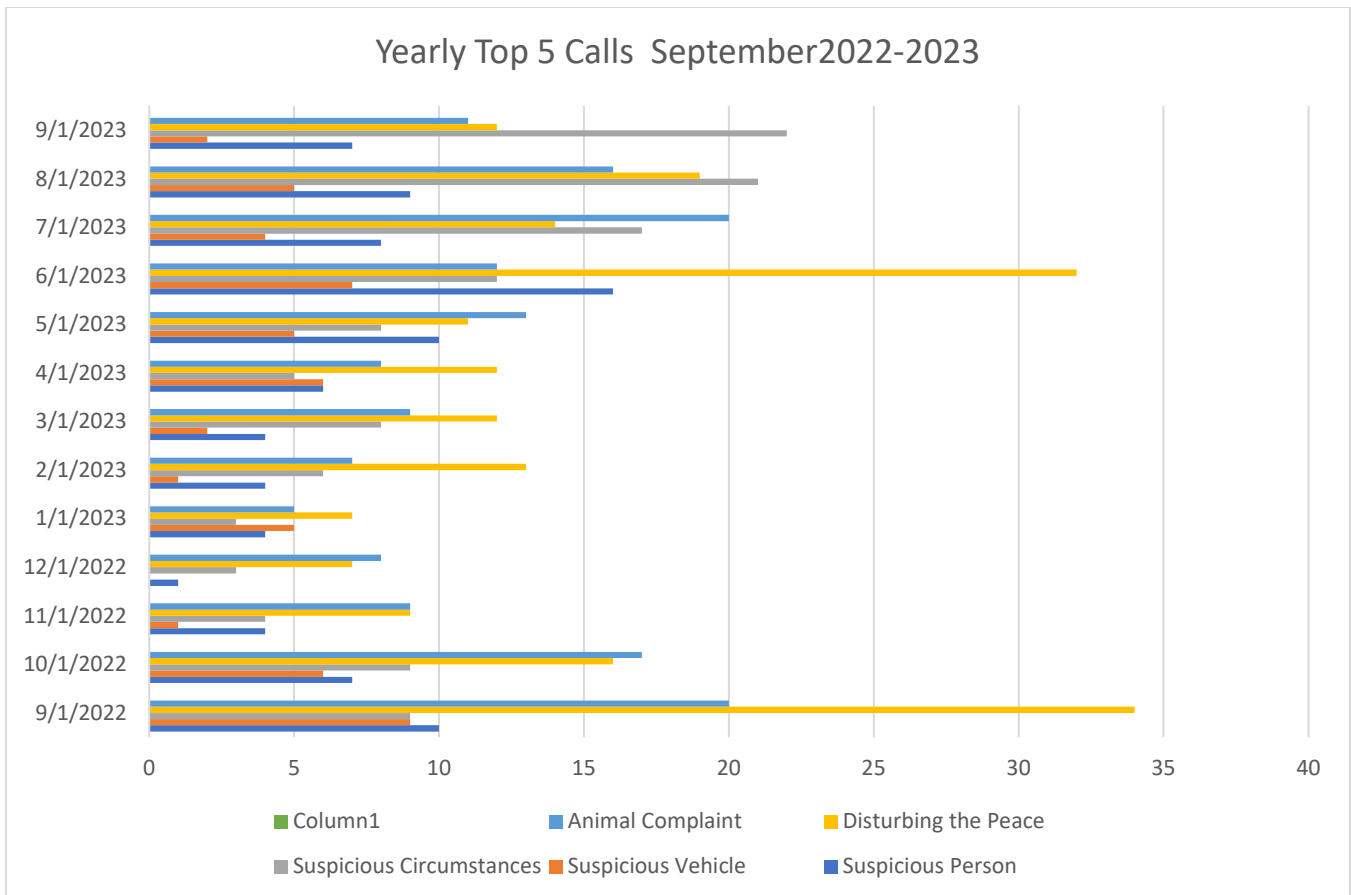
Arrests Made	September 2022	September 2023	Change
	28	20	-28.57%



Warrant Arrests	September 2022	September 2023	Change
	6	1	-83.33%

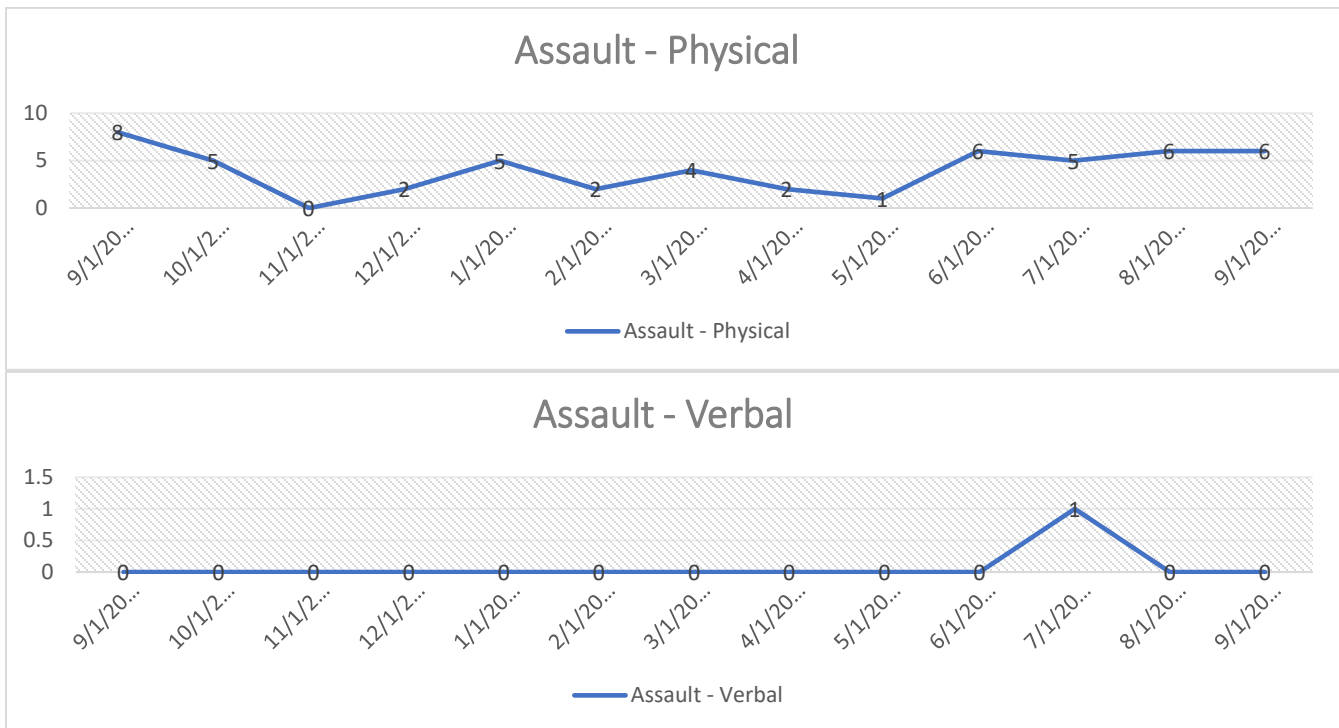


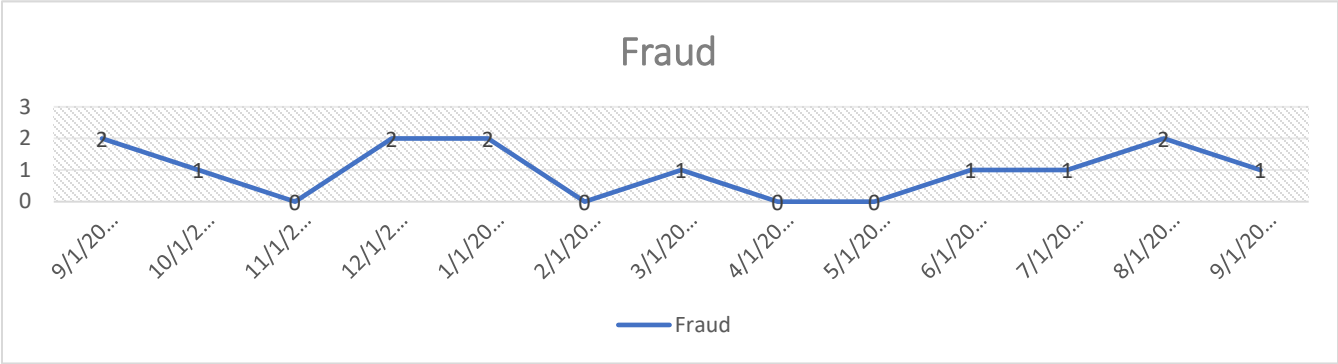
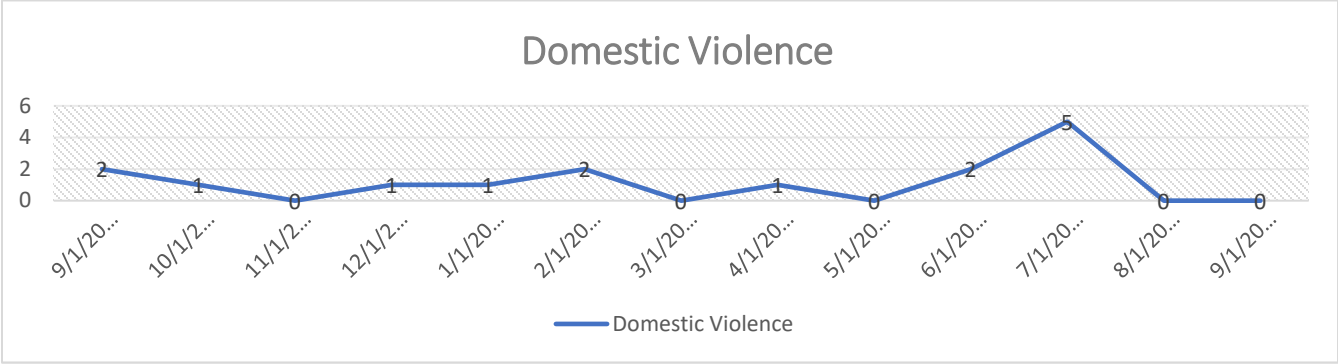
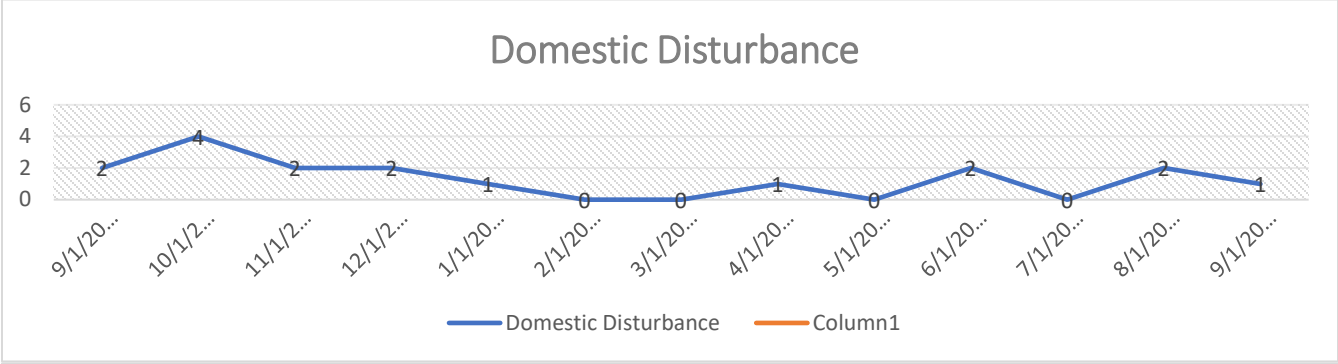
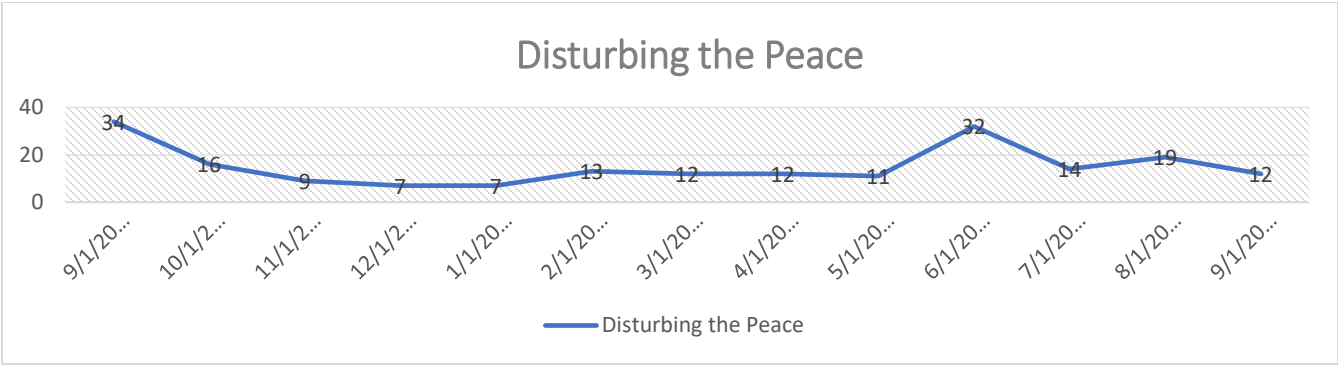
Top 5 Calls			
September 2022		September 2023	
Out w/a Person	47	Outside Assist	35
415- Disturbing the Peace	34	Trespassing	30
Medical	31	Public Assist	25
Alarm	30	Suspicious Circumstances	22
Out w/a Vehicle	27	Check Welfare-Person	20



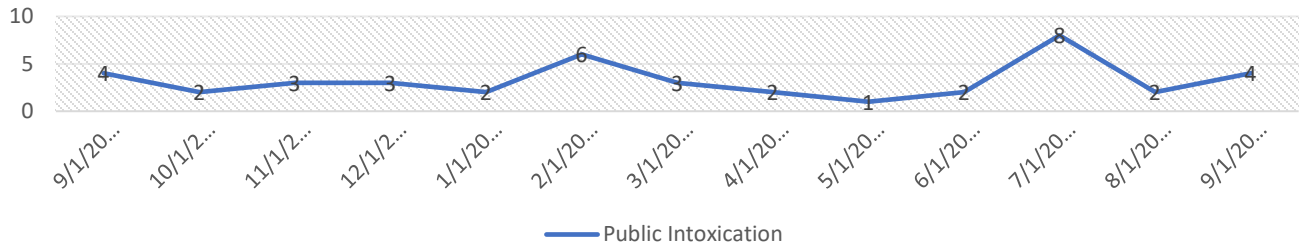
# Crime Statistics

Crimes				
	September 2022	September 2023	Change	September 2022-September 2023 Yearly Total
Assault – Physical	8	6	-25%	52
Assault – Verbal	0	0	0%	1
Disturbing the Peace	34	12	-64.70%	198
Domestic Disturbance	2	1	-50%	17
Domestic Violence	2	0	-100%	15
Fraud	2	1	-50%	13
Public Intoxication	4	4	0%	42
Stolen Vehicle	0	2	+100%	12
TC Hit & Run	1	0	-100%	19
Theft from Vehicle	0	0	0%	0
Theft – Grand	0	0	0%	17
Theft – Petty	10	6	-40%	58
Theft – Shoplifting	0	0	0%	0
Trespassing	26	30	+15.38%	216
Vandalism	1	6	+500%	48

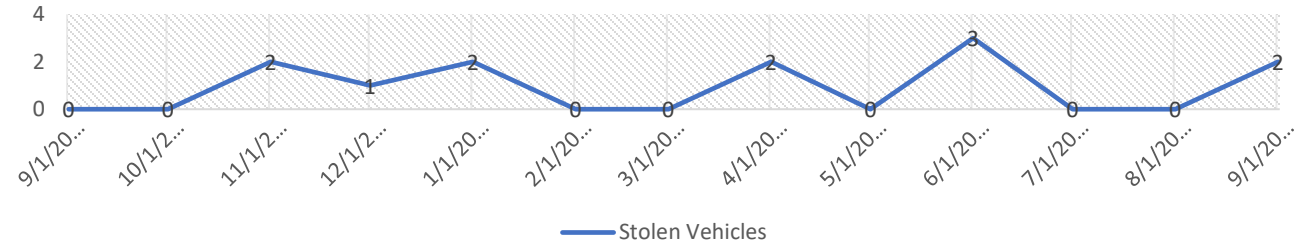




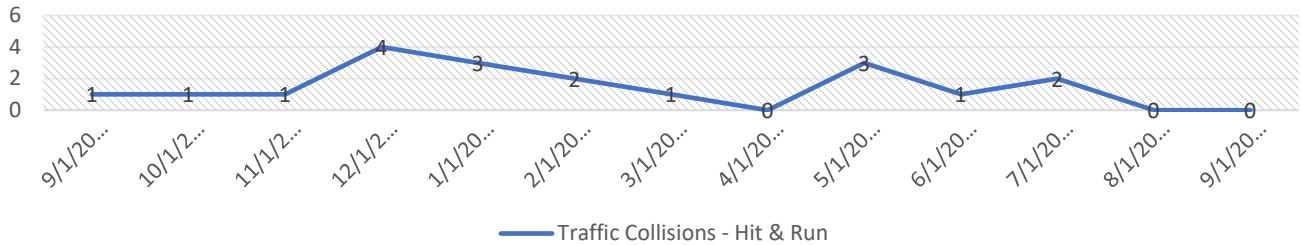
### Public Intoxication



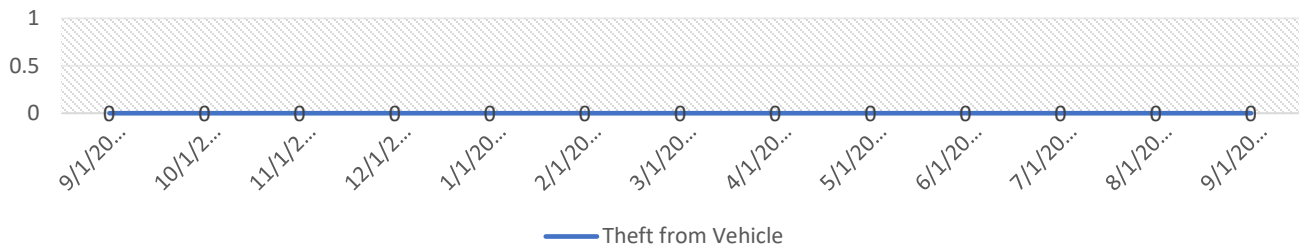
### Stolen Vehicles



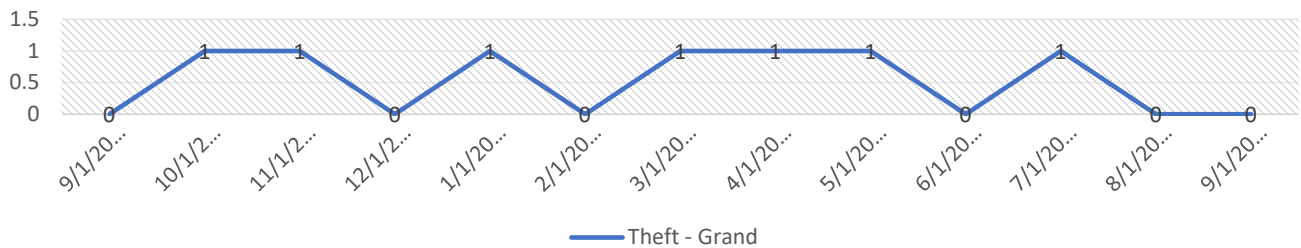
### Traffic Collisions - Hit & Run



### Theft from Vehicle

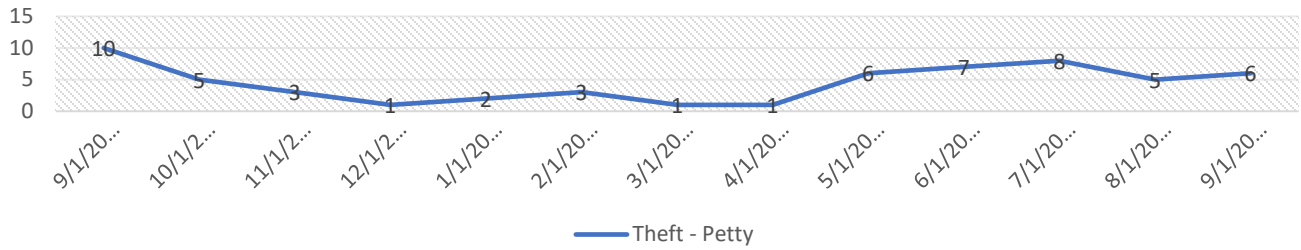


### Theft - Grand





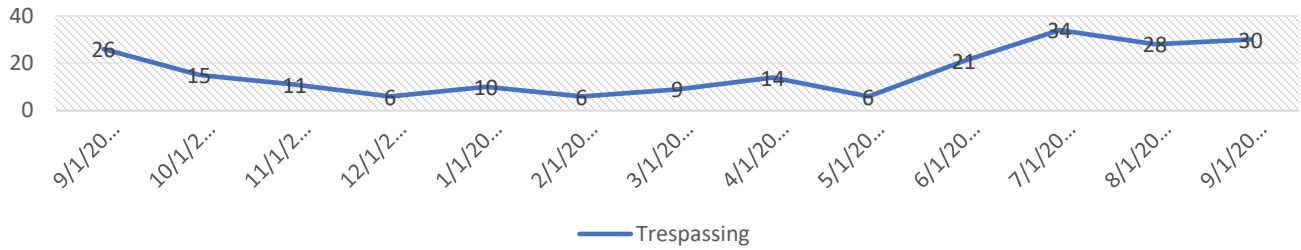
### Theft - Petty



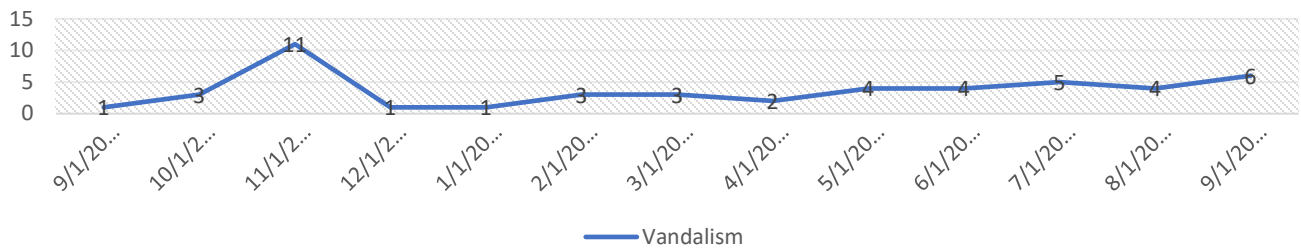
### Theft - Shoplifting



### Trespassing

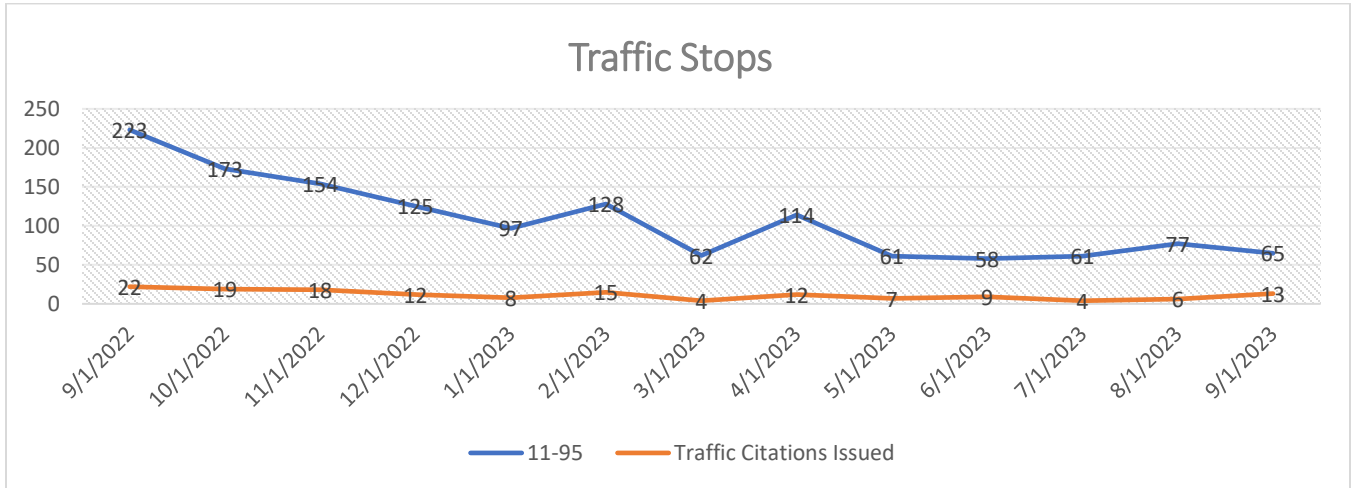


### Vandalism

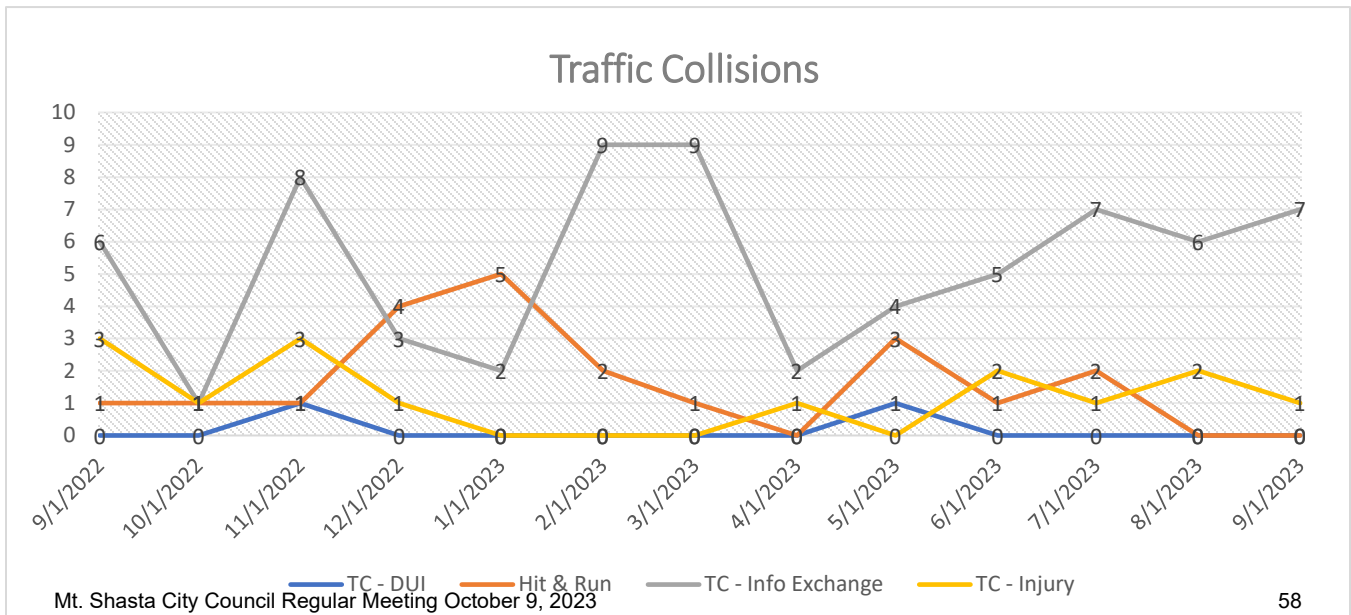


# Traffic Summary

	September 2022	September 2023	Change
Traffic Stops	223	65	-70.85%
Traffic Citations Issued	22	13	-40.90%



Traffic Collisions				
	September 2022	September 2023	Change	September 2022-September 2023 Yearly Total
TC – DUI	0	0	0%	2
TC – Hit & Run	1	0	-100%	21
TC – Info Exchange	6	7	+16.66%	69
TC - Injury	3	1	-66.66%	15
<b>Total</b>	<b>10</b>	<b>8</b>	<b>-20%</b>	<b>107</b>

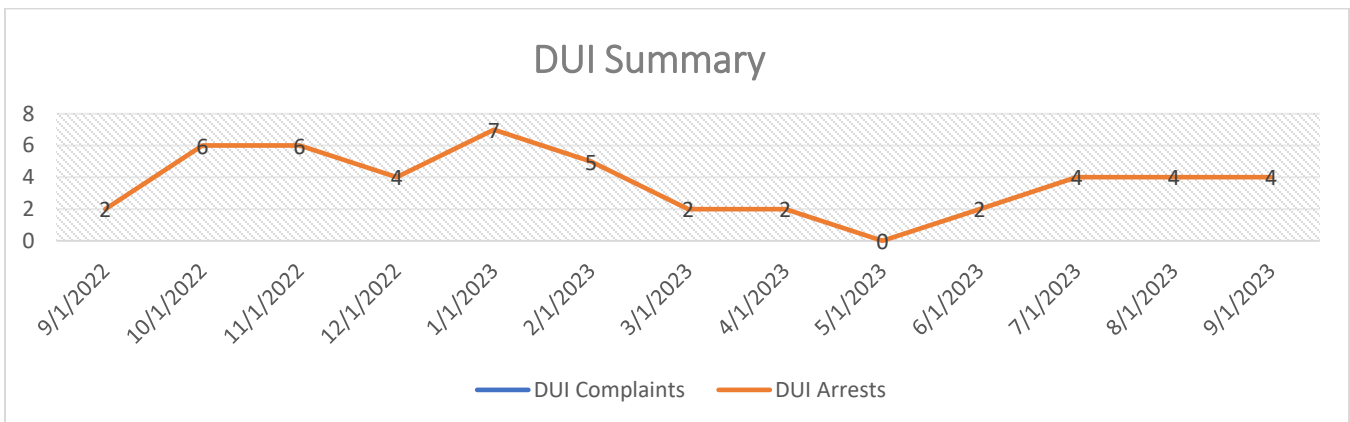


## Traffic Accident Location Summary

09/02/2023 836 Mountain View Ln-Info Exchange, neg injuries, outside assist  
 09/07/2023 110 Water St-Info Exchange, neg injuries  
 09/14/2023 914 Pine St-Info Exchange, neg injuries  
 09/14/2023 W Lake St/I-5- Traffic Collision with Injuries, outside assist  
 09/14/2023 Lake St/Mt Shasta Blvd-Info Exchange, neg injuries  
 09/18/2023 310 W Lake St-Info Exchange, neg injuries  
 09/21/2023 300 W Lake St-Hit & Run, neg injuries  
 09/25/2023 710 Everitt Memorial Hwy-Info exchange, neg injuries

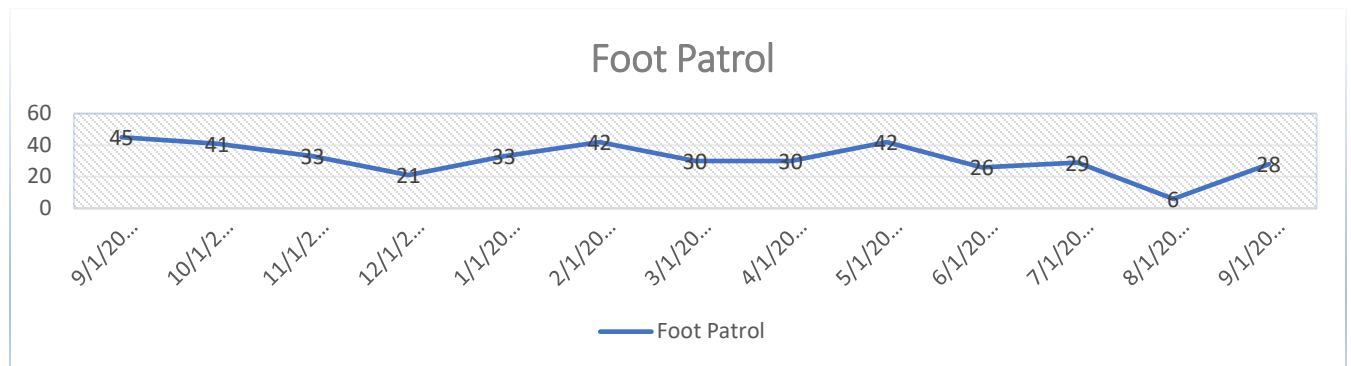
DUI Summary			
	September 2022	September 2023	Change
DUI Complaints	NA	NA	NA
DUI Arrests	2	4	+100%

\* DUI Complaints no longer tracked in new CAD system as of 11/01/2022.



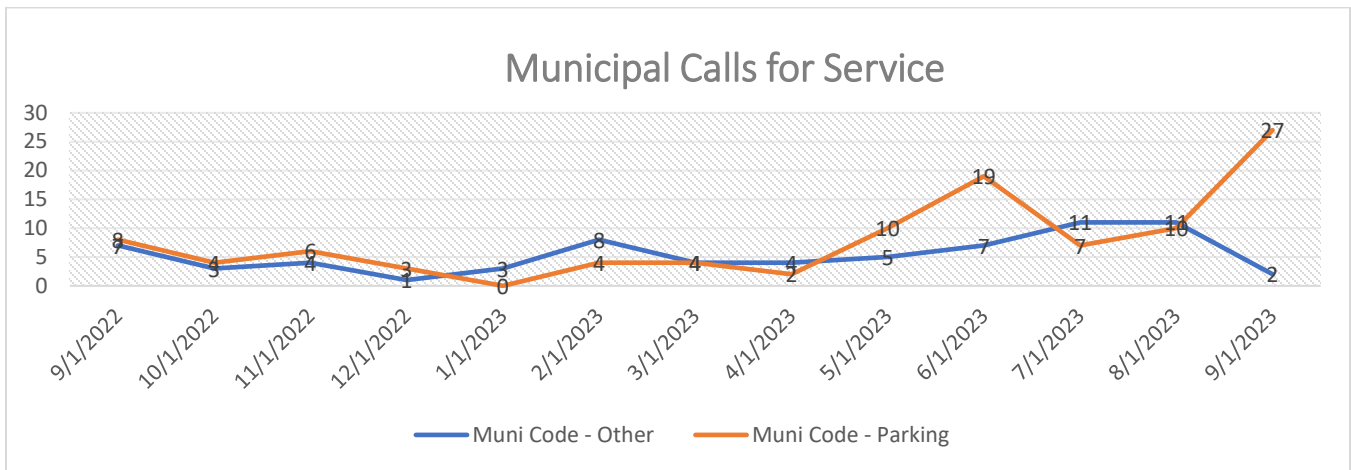
# Patrol Information

Foot Patrol			
September 2022	September 2023	Change	September 2022- September 2023 Yearly Total
45	28	-37.77%	406
<p>Frequent foot patrol areas include:</p> <ul style="list-style-type: none"> <li>• City Park</li> <li>• Shastice Park</li> <li>• Downtown Mount Shasta</li> <li>• Roseburg Property</li> <li>• Behind commercial business such as Ray's Food Place, the Cinema, and Rite Aid</li> <li>• Dense brush areas in multiple residential areas.</li> </ul>			



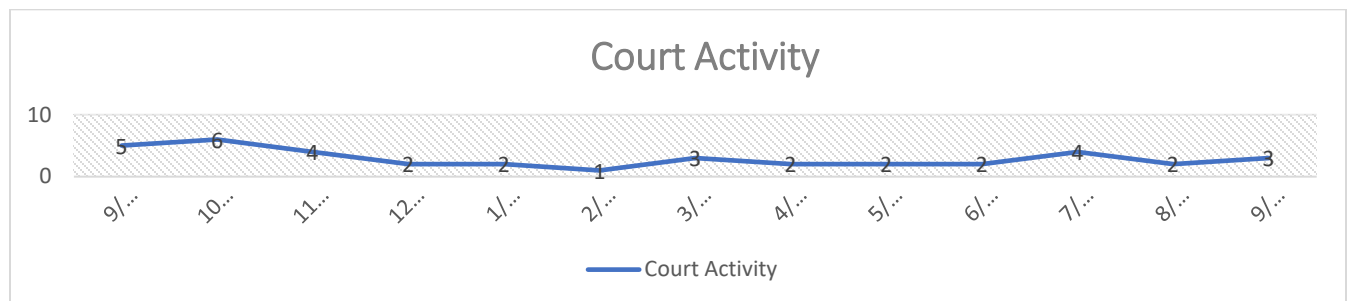
# Municipal Summary

Municipal Calls for Service			
	September 2022	September 2023	September 2022- September 2023 Yearly Total
Muni Code – Other	7	2	70
Muni Code - Parking	8	27	104
<b>Total</b>	<b>15</b>	<b>29</b>	<b>174</b>



LiveScans	September 2022	September 2023
	21	12

# Court Activity



# Social Media



Facebook				
Followers	Posts	Reach	Engaged Users	Reactions
11,689	9	95,594	43,941	2378



Twitter			
Followers	Tweets	Impressions	Mentions
392	0	133	0



Instagram		
Followers	Posts	Likes
2092	6	247



Nextdoor		
Posts	Impressions	Reactions
0	0	0

**City Council Agenda Item # 8**  
Staff Report

**Meeting Date:** October 9th, 2023

**To:** Mayor and City Council

**From:** City Manager, Todd Juhasz

**Subject:** Acceptance of an Active Transportation Planning Grant for the Lake Street Complete Streets Plan

<b>X</b>	Regular
	Consent
	Closed
	Presentation

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**Recommendation:**

Staff recommends the adoption of Resolution CCR-23-XX

**Background & Summary:**

The City of Mt Shasta has been awarded a CalTrans Planning Grant in the amount of \$136,618 in support of the development of the Lake Street Complete Streets Plan. In the award from CalTrans, the narrative mirrors our grant submission and intended purpose of the funds. In CalTrans award letter they state that the award was granted in order to: “to improve safety and mobility along Lake Street in Mount Shasta.” Further they state that the Plan consistent with “the City’s recently adopted Active Transportation Plan, that encompasses 1.2 miles of Lake Street from Interstate-5 to Shasta Avenue and will ultimately transform this highly trafficked vehicular corridor into a safe, accessible, multi-modal route that will connect schools, residences, services and amenities in the City.” Further, “the City will work closely with Caltrans, City Council, local schools, active transportation groups, Tribes, local businesses, and low-income, non-English speakers to discern needs and craft recommendations for improvements on Lake Street. Safety measures will be explored including traffic calming, intersection treatments, protected active transportation facilities, pedestrian-level street lighting and educational guidebooks on safe walking and biking practices. This project aligns with State, regional and local efforts to improve multi-modal mobility for underserved communities, to reduce vehicle miles traveled, and address climate change goals, and will position the City for success when seeking construction funding.”

Now, the purpose of the resolution before you is to designate signature authority to the City Manager to execute agreements related to the grant. Passage of the resolution is required before CalTrans will release grant funds in support of the Plan.

**Attachment:** Resolution CCR-23-XX

**RESOLUTION CCR-23-XX**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF MT. SHASTA  
AUTHORIZING THE CITY MANAGER  
TO EXECUTE AGREEMENTS WITH THE  
CALIFORNIA DEPARTMENT OF TRANSPORTATION  
FOR THE CITY OF MT. SHASTA COMPLETE STREET PLAN**

**WHEREAS**, the City Council of the City of Mt. Shasta is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and

**WHEREAS**, a Restricted Grant Agreement is needed to be executed with the California Department of Transportation before such funds can be reimbursed through the Transportation Planning Grant Program; and

**WHEREAS**, the City of Mt. Shasta wishes to delegate authorization to execute these agreements and amendments thereto.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Mt. Shasta, authorize the City Manager, or designee, to execute all Restricted Grant Agreements and any amendments thereto with the California Department of Transportation

**APPROVED AND PASSED** this 9<sup>th</sup> day of October 2023.

AYES:

NAYS:

ABSENT:

ABSTAIN

DATE: October 9, 2023

**CITY OF MT. SHASTA**

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Tessa Clure, Mayor

**ATTEST:**

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Kathryn Joyce, Deputy City Clerk



**City Council Agenda Item #9**  
Staff Report

**Meeting Date:** October 9th, 2023

**To:** Mayor and City Council

**From:** City Manager, Todd Juhasz

**Subject:** Appointment of two members of the public to the Public Financing Authority Board as a requirement of EIFD formation

<b>X</b>	Regular
	Consent
	Closed
	Presentation

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**Recommendation:**

Staff recommends the appointment of two members of the public to serve as members of the Public Financing Authority

**Background & Summary:**

As stated at previous Council meetings, an Enhanced Infrastructure Finance District (“EIFD”) is a governmental entity that may be established by a City, County, or through a partnership between the two, that uses future incremental revenue from existing tax rates to help fund and complete public capital facilities and infrastructure projects, as well as other specified projects of communitywide significance, that provide a significant benefit to the properties within the EIFD as well as the surrounding community. EIFDs are funded by capturing all or a portion of the future property tax increment revenue (i.e. the difference in property taxes owed prior to and post establishment of the EIFD) generated within the boundaries of the district. The EIFD may finance projects through the issuance of bonds under a “pay-go” model where money is spent as it is collected (the Mount Shasta EIFD would not be anticipated to issue bonds). The requirement for the City’s establishment of an EIFD are set forth in California Government Code Sections 53398.50 and following (referred to as the “EIFD Law”).

At the Council meeting held on September, 11th 2023, the City took the first step towards the formation of an EIFD when it passed a Resolution of Intention which declared Council’s intention to establish the Mt Shasta Enhanced Infrastructure Finance District (EIFD) and establishing the Mt Shasta EIFD Public Financing Authority (PFA). The Public Financing Authority serves as the governing board of the EIFD. The PFA membership is comprised initially of three members of the City Council and two public members. Alternate Board members will also be appointed to represent the City Council in the absence of a regular member.

As discussed, staff has agendized the appointment of two members of the public to serve as members of the PFA. Council is to set forth suggested members of the community to serve in this capacity.

**DATE:** October 9, 2023

**TO:** Mayor Clure and City Council

**FROM:** Finance Director Terrell

**SUBJECT:** Discussion regarding 2 year budget process

**BACKGROUND:**

The City of Mt. Shasta has completed one year budgets for many years. If the City Council wants to do 2-year budgets the finance staff will be happy to comply.