

CITY OF MT. SHASTA

To: Mayor and Councilmembers
From: City Manager Bruce Pope
Subject: Activity Report – January to March 2017
Date: 4-3-2107

This report is submitted to the City Council as an informational document outlining the City Department's activities being pursued during the period of January 1, 2017 to March 27, 2017.

CITY MANAGER:

The Manager continued to attend various meetings including Team Shasta, DEAC, Beautification, CEDAC, SCEDC, ATC and the January LOLA meeting.

The Manager also oversaw and coordinated the review and comment on the Crystal Geysers Draft Environmental Impact Report, the Water/Waste Water Rate Study and the identification and prioritization of the Planning Departments work schedule for the coming year.

With respect to the Landing Project the Manager presented the City Council's revised policy regarding the Landing Tax Sharing Agreement to Terry Barber County CAO. For an initial meeting it went fairly well. Ms. Barber said she would review the City's proposal and discuss it with the Board of Supervisors and get back to us. City Manager has also informally reviewed the City's policy with Supervisor Valenzuela.

PLANNING:

The Planning Department has:

- Determined the 2017 planning priorities to be Infrastructure, Safety, and Noise. The planning department will work to find funding and clarify plans for various infrastructure projects in the City.
- The City of Mt. Shasta was included in a federally declared disaster in early January. City Staff are working to attain funding to fix roads, sewer lines, and other small projects.
- The Planning Department is working with California Office of Emergency Services to update the Hazard Mitigation Plan for the City. The hazard mitigation plan is a working document to help the City identify areas in which they can improve infrastructure and program to protect people and property from natural disasters.
- The Planning Commission has created a subcommittee to review options for future cannabis cultivation and product manufacturing in the City Limits. The committee will work with the City Planner to identify options for ordinances, permits, and internal City practices.

POLICE:

Monthly Update

Traffic Stops-56

Citations Issued-42

Non-Traffic Cites Issued-10

Arrests-21

Calls for Service-748

Cases Taken-48

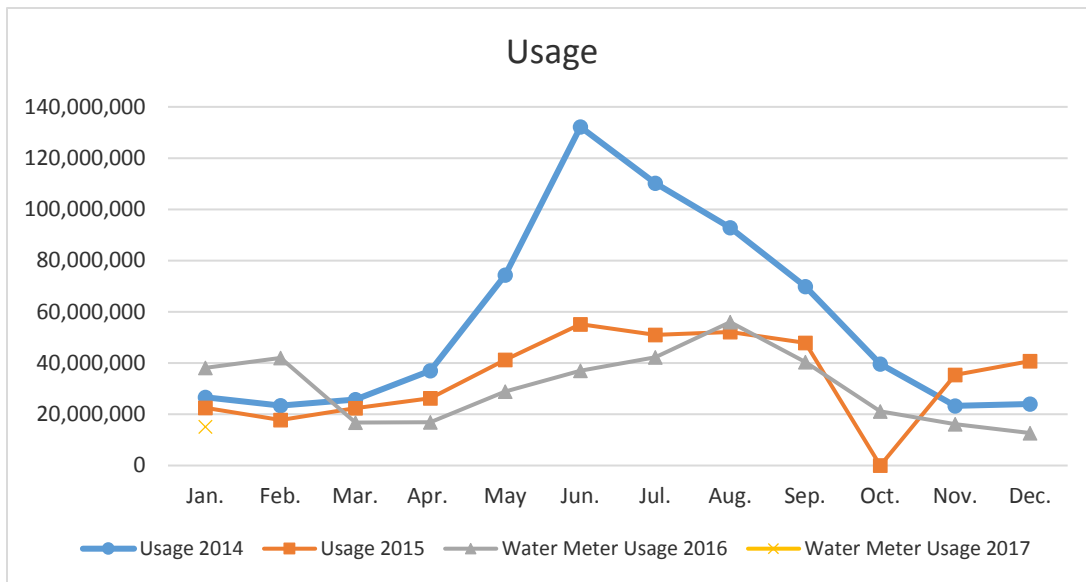
Transient Contacts-61

Cases of Note:

Officers handled a hostage/kidnapping situation without injuries. Suspect was arrested and victims were not physically hurt.

FIRE:

- The Mt Shasta Fire Department had a total of 118 calls for the month of January 2017.
 - Call Types
 - Structure Fires: 1
 - Passenger Vehicle Fire: 2
 - Commercial Vehicle Fires: 0
 - Traffic Collisions: 4
 - Medical Aids: 44
 - Haz-Mat: 2
 - Public Assists: 16
 - False Alarms: 1
 - Canceled En Route: 10
 - Flu Fires: 11
 - Rescue: 1
 - Power lines Down 24
 - Fire Alarms: 2
-
- Landing fuel reduction: Staff has meet with Cal Fire to start planning on the shaded fuel break on the east side of the landing property. The end goal is to reduce the amount of



Usage data notes: the dip in usage from February to March is showing the change from reading the “master” usage meter which was reading all water leaving Quail Hill, presumably being “used” by the City. From March forward, the usage data point represent the total of all installed water meters, which is a more accurate representation of water usage.

- Ream Avenue: The City has been allocated \$30,000 for the first two phases of the project; Project Approval/Environmental Documentation (PA/ED) and Plans, Specifications, and Estimate (PS&E). PA/ED has been completed. PS&E will be completed in the coming months. Construction funds, in the amount of \$242,000, are anticipated to be requested in FY 17/18.
- CWSRF - Clean Water SRF Planning Grants: We have signed funding agreements for all three projects. PACE has been authorized to complete all of the planning work for all 3 projects which are:
 1. State-Mandated WWTP Improvements-\$200,000
 2. Downtown Collection System Improvements-\$245,000
 3. Interceptor Sewer Replacement Project-\$255,000
- DWSRF-We are still waiting on a funding agreement very soon in the amount of \$470,000 for a planning grant that will pay for the application development costs, environmental, preliminary engineering report, surveying, right of way acquisition services, plans, and bid documents for the Roseburg Water System Improvement Project and the Tank 1 Replacement Project (one Project), and the water portion of the rate study.
- Supply Line Replacement Project- The last parallel line replacement on Quail Hill that got held up due to easement issues has been completed. Those easement issues have been resolved and the

construction of the last remaining pipeline has been completed. Other easement issues remain near the springs/Tank 4 site, which are needed to run power to the site. In addition to the electrical work, some minor trench patching work remains.

- **Water & Sewer Rate Study-** The ad hoc committee has met four times to discuss the rate study and various alternatives. The first Council/Public presentation is scheduled for the February 27th Regular City Council meeting. The schedule is as follows:

December 2016	Council selects two members for ad hoc committee
Dec 2016-Feb 2017	Four (4) ad hoc committee meetings
February 2017	Public/Council Presentation #1
March 2017	Public/Council Presentation #2
April 2017	Final Public Presentation to Council/Public
April 2017	City mail Prop 218 ballots
June 2017	Prop 218 public hearing
July 1, 2017	New utility rates go into effect

- **State Mandated WWTP Project-** the timeline below has been updated and some dates have been extended.

SM-WWTP & Rate Studies Schedule (updated July 1, 2016)

- | | |
|--|-------------------|
| ○ Consultant begin water/sewer rate study | current |
| ○ Finish collecting water consumption data | Feb-17 |
| ○ Complete water/sewer utility rate study | Jul-17 |
| ○ Initiate Proposition 218 proceedings | Apr-17 |
| ○ Complete Prop 218 proceedings | Jun-17 |
| ○ Obtain CWSRF Construction funding | Feb-18 |
| ○ 50% Design | Apr-17 or Jun-18* |
| ○ Final Design | Dec-17 or Jan 19* |
| ○ Bidding/Award/Contract Execution | Mar-18 or Mar 19* |
| ○ Completion | Dec-19 or Dec-20* |

*We show two dates for the design and construction phase of the work because it depends on whether the City wants to initiate design of the improvements prior to obtaining a funding commitment from CWSRF. If the City waits until the CWSRF funding commitment (for construction) in Feb-18, it can add about 1 year to the project.

- **RSTP Project-** The City was awarded the Regional Surface Transportation Program funding allocation in the amount of \$124,092. The project will consist of sidewalk, curb ramp, and tree replacements on North and South Mt. Shasta Boulevard and Lake Street. Staff and the City Engineer will prioritize those areas in need of improvement and get the project ready for bid in early 2017.

- **Snow Removal-** Crews spent much of January plowing and removing snow. For January alone, crews spent a total of 970 man hours plowing and hauling snow. 358 of those hours were overtime.

- Sanitary Sewer Overflows- Crews were busy in January with two major SSO's:

Alma Street SSO: Heavy rains and increased Inflow and Infiltration (I&I) caused the manhole at the corner of Alma and N. Mt. Shasta Boulevard to overflow. The segment of line just downstream of that manhole is a known bottleneck and has been scheduled for upgrades for many years. It is the main portion of the CWSRF Downtown Collection System Improvement Project mentioned above. Crews were able to bypass pump to mitigate the SSO. A partial inspection of the line has been completed, resulting in some root and debris removal which should help add capacity in that line. Further inspection and short term repairs are required until the planning grant is completed, and construction funds can be obtained to fix the entire area.

Interceptor SSO: The main interceptor line in the wetland area West of I-5 failed due to erosion of the banks of cold creek drainage. This section of line was identified in the 1992 Master Sewer Plan for replacement. It was scheduled to be replaced with EDA funding a couple years ago. However, local activist pressure caused the EDA to pull the funding for that project.

Staff is still working on reporting requirements to the California Regional Water Quality Control Board for both incidents.