

City of Mt. Shasta

To: Mayor Morter and City Council Members

From: Bruce Pope, City Manager

Subject: Monthly Report

Date: July 10, 2017

Greetings Mayor Morter and Council Members,

I hope everyone is finding a way to stay cool in the heat and is prepared for even higher temperatures this weekend!

This week is busy with meetings of the City Council, Beautification Committee, and Downtown Enhancement Advisory Committee.

This Report is intended to provide useful and timely updates to the Mayor and City Council. We regret if we have inadvertently omitted useful items from this report. As always, your input and guidance are appreciated. Please send any response to me directly and do not "copy all."

City Manager

The Manager continued to attend various meetings including DEAC, CEDAC, ATC, SCORE, the January Chamber of Commerce Board meeting and an Open For Business Team meeting. During the month of July 2017, the City Manager hopes to hold meetings with the Chamber of Commerce, City Staff, DEAC, Open For Business Team, CEDAC and interested Mt. Shasta businesses regarding the number of vacant storefronts in the downtown and what can be done to attract new businesses to Mt. Shasta.

With respect to negotiations on revisions to the Landing Project Tax Sharing Agreement, the City Manager with Council Member Engstrom continued meeting with Supervisor Valenzuela. Data on the estimated cost to develop the Landing have been shared with Supervisor Valenzuela and he is now discussing the matter and sharing the data with Board Chair Michael Kobseff. Supervisor Valenzuela will get back to the City with Supervisor Kobseff's input hopefully in July.

With respect to potential development of the Landing, the City Manager has continued to explore development opportunities with potentially interested development groups. Specific type of end users that have been discussed include grocery stores, pharmacies, hotels, restaurants, employment based light industry and potential resort residential development.

Over the 4th of July weekend the City Manager met with representatives of a Southern California development group. We discussed the project and toured the site. Specifically requested information on the project, EIR, studies and plans have been forwarded and we hope to have further discussions soon. As discussions continue the City Manager will keep Council members advised as to developments.

The major constraint to development of the Landing remains the lack of sewer, water, power and potential off-site improvements. The solution is either a grant or a large enough development that will generate new annual tax increments to off-set the estimated \$250,000 to \$300,000 in annual debt service payments required to fund the basic infrastructure improvements.

Ongoing discussions with housing development groups has generated some level of interest in reevaluation of the Mt. Shasta housing market. Identified obstacles to housing development continue to include the limited availability of developable land, adequacy of infrastructure and the disparity between land and development cost relative to estimated market rent factors. Basic issue is market rate rents are insufficient in relation to

development cost. Staff will be analyzing and reporting back to Council in the next months on how best to approach overcoming these obstacles and hopefully create a more positive housing development market.

In terms of how to generate economic development Management continues to explore various approaches to generating economic development interest in Mt. Shasta. We have been utilizing internet research and marketing approaches as well as direct contacts with potentially interested parties. This type of effort has generated interest from various end users and management hopes to more aggressively pursue this mechanism in the future. It is anticipated that at the Council meeting of July 24, 2017 staff will present a proposal for an internet marketing program in conjunction with Propel Marketing and CEDAC.

Finance Department

- The Department is very busy with the preparation for the City's annual audit.
- Customer Service - The Finance Department continues to strive to effectively meet the needs of our customers and provide excellent customer service at all times.

Planning Department

- Planning Commission Cannabis Subcommittee has proposed three ordinances to zone and regulate the cannabis industry. The ordinances are under review in Planning Commission meetings.
- The Planning Department is working on updating the City's Accessory Dwelling Unit (ADU), also known as "granny flats". The ordinance would relax regulations around single-family homes installing ADU's for rental use.

Police Department

- The Police Department an uneventful 4th of July in terms of illegal activity. It was a great event and everything went smoothly according to Fire and the Police. We appreciate all of the assistance we received from the Siskiyou Co. Sheriff's Office, California Highway Patrol and all other service and public safety folks who helped out during the event.

Proactive Patrol Summary for the month of June

- June 2017
- Calls for service – 694
- Arrests – 11
- Traffic Stops – 72
- Cites – 33
- Non Traffic Cites – 18
- Transient Contacts - 45

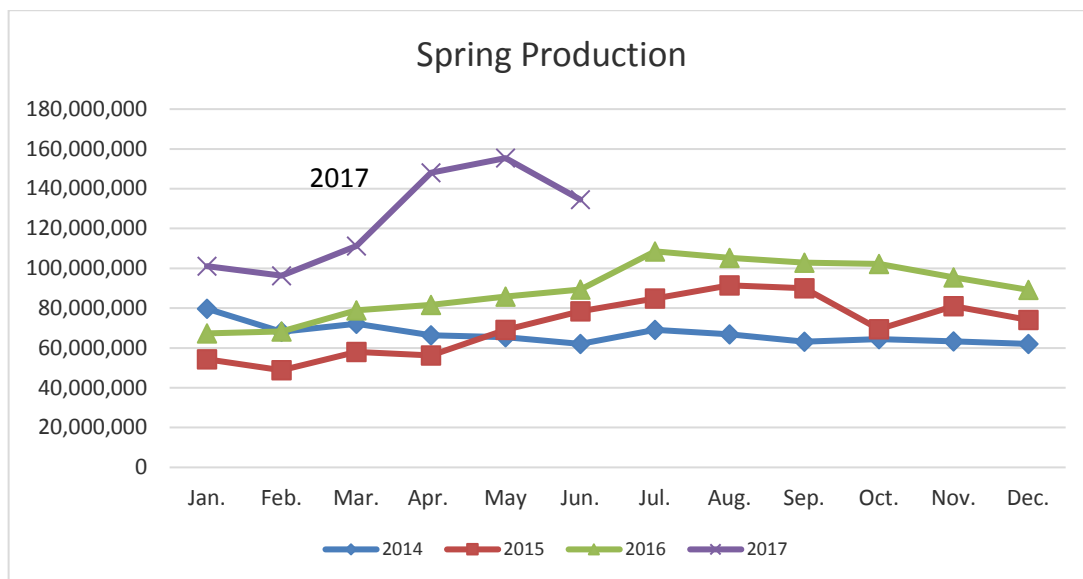
Fire Department

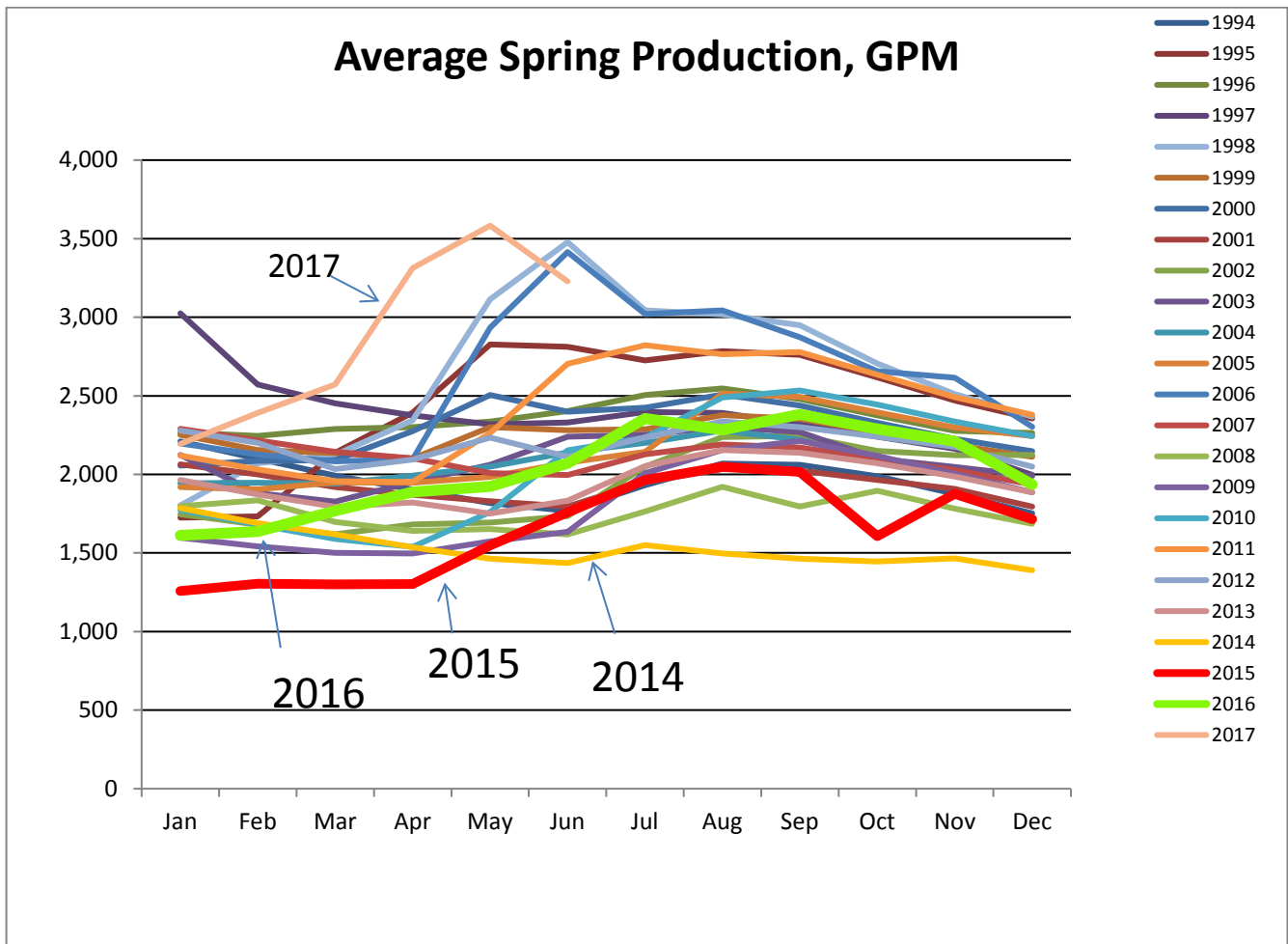
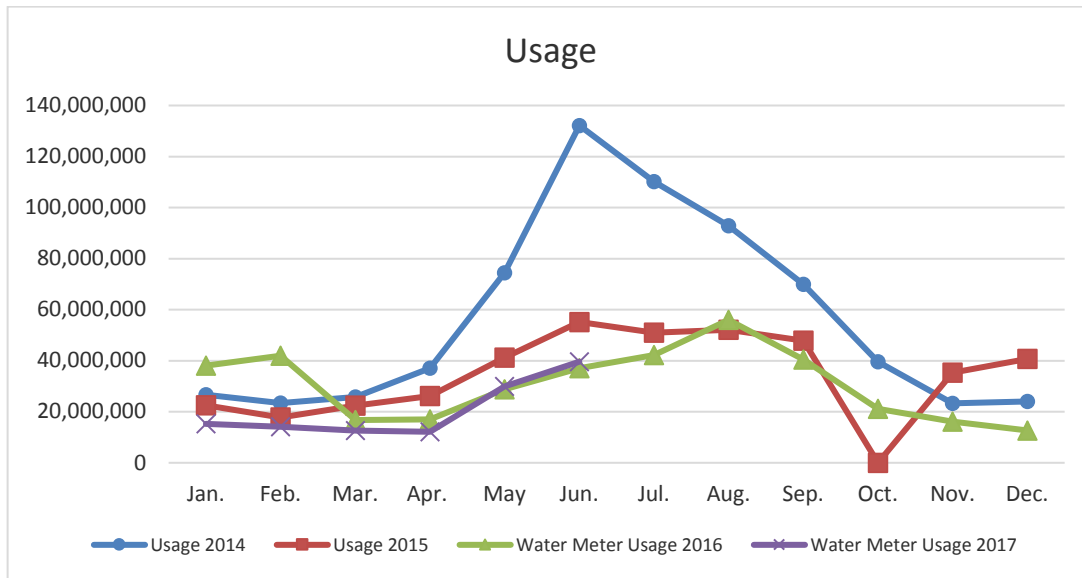
- The Mt Shasta Fire Department had a total of 73 calls for the month of June 2017.
- Call Types
- Vegetation Fire: 11

- Structure Fires: 1
- Passenger Vehicle Fire: 2
- Commercial Vehicle Fires: 3
- Traffic Collisions: 4
- Medical Aids: 44
- Haz-Mat: 2
- Public Assists: 3
- False Alarms: 1
- Fire Alarms: 2
- Landing fuel reduction: Staff is working with Cal Fire crews to continue fuel reduction on the East side of the landing property. Approximately 10 acres have been completed.
- Staff has received an update from Cal Fire on fires that are burning or have burned from June 1, - July 7, 2017, with the grand total being 127 fires with the largest being 450 acres south of Etna.
- The Fourth of July was busy with three small vegetation fire caused by illegal fireworks. Staff had a total of 285 man hour during the 4 day event.

Public Works

- Water Production/Demand: Cold Springs production dropped slightly to over 134 million gallons in June, (3228 gallons per minute). Citywide metered water usage increased again from approximately 30 million gallons to almost 40 million gallons for the month.





- CWSRF - Clean Water SRF Planning Grants:
 1. State-Mandated WWTP Improvements-\$200,000

2. Downtown Collection System Improvements-\$245,000. Project is 79% complete. CCTV work was completed. Draft Engineering Project Report is completed. 60% construction bid documents is complete with City staff review currently underway. Enplan has completed the environmental/CEQA documentation and the City has filed a Notice of Exemption for the project. PACE has started work on the construction funding application.
3. Interceptor Sewer Replacement Project-\$255,000. Project is 76% complete. Engineering Project Report is nearly complete. Enplan is finalizing the environmental/CEQA documentation. Appraisals for easement and ROW acquisitions has begun. Project Problems Encountered: The recommended trenchless construction alternative was determined to be unfeasible. As a result, we will proceed with the open-cut trench alternative.

- DWSRF-Drinking Water SRF Planning Grants:

- Tank 1 and Roseburg Water System Improvement Project-\$480,000. The Plan of Study is complete. A Notice of Exemption has been filed. Water portion of the Rate Study has been completed.
- Water Distribution System Improvements Project- \$500,000. Notice of Exemption has been filed.
- Spring Hill Water Supply and Storage Project-\$489,000. The Plan of Study is complete. A revised Notice of Exemption has been filed.

- Supply Line Replacement Project- After two years, easement issues are still not completely resolved.

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

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|-------------------------------------|-------------------|
| ○ Initiate new Utility Rates | Jul-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 Sidewalk 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. The contract has been awarded to SnL Group, Inc. Construction is set to begin in September.