

Mt. Shasta City Council Regular Meeting Agenda

Monday, January 22, 2024, 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

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
	3.	Special Presentation: Tom Hesseldenz - Draft proposal for N. Mt Shasta Boulevard/Chestnut One-Ways and the daylighting of Castle Creek
	4.	Public Comment: This time is set aside for citizens to address the City Council on matters listed on the Consent Agenda as well as other items not 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. Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the City. 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 (kjoyce@mtshastaca.gov). 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.	Committee Updates: a) Downtown Enhancement Advisory Committee b) Library Tax Advisory Committee c) Beautification Committee d) Active Transportation Committee

	CITY COUNCIL BUSINESS
Page 5-29	<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"> a. Approval of Minutes: December 11, 2023 Regular Meeting b. Approval of Disbursements: Accounts Payable: 1/3 and 1/16/2024; Total Gross Payroll and Taxes: For Period Ending 1/7/2024 c. Monthly Investment Report d. Second Reading and Adoption of Ordinance CCO-24-XX City Council Compensation
Page 30-34	<p>8. Siskiyou Economic Development Council (SEDC) Memorandum of Understanding (MOU)</p> <p><u>Background:</u> The SEDC has provided support for the City and serves as our local lead agency for economic development. Their current MOU expires at the end of June 2024. The proposed MOU before Council will cover July 2024 through June 30th 2029. The annual rate outlined within the MOU for the City of Mt Shasta is \$36,000 annually. This constitutes an increase of \$6,000 over the annual rate covered under the current MOU.</p> <p><u>Report By:</u> Todd Juhasz, City Manager</p> <p><u>Recommended Council Action:</u> Staff supports continuing our contractual relationship with SEDC by signing a new MOU covering the next five years.</p>
Page 35-54	<p>9. 2023-2024 Mid-Year Budget Review</p> <p><u>Background:</u> Each year the City staff performs a review of the mid-year budget picture and makes revisions to its projections for revenues and expenditures for the balance of the year. Staff will present the report for Council discussion.</p> <p><u>Report By:</u> Muriel Terrell, Finance Director</p> <p><u>Recommended Council Action:</u> Staff respectfully requests the City Council review the Mid-Year Budget Report for the 2023-2024 fiscal year and adopt Resolution CCR-24-XX: A Resolution of the City of Mt. Shasta Adopting a Revised Operating Budget for Fiscal Year 2023-2024.</p>
Page 55-64	<p>10. First Reading of Ordinance CCO-24-XX, Amending Municipal Code Chapter 7.60.010: Designation of very high fire hazard severity zones.</p> <p><u>Background:</u> Chapter 7.60 of the Municipal Code has not been updated since 1995 and is very difficult to read as it is broken down by map grid coordinates. The proposed changes to this ordinance will add the areas identified by the California Fire Marshal and the Mt. Shasta Fire Chief as high fire danger areas. These areas will be denoted utilizing the Genasys (Formerly Zonehaven) Zones. This will allow for easy identification of the areas of high fire danger.</p> <p><u>Report By:</u> Robert Gibson, Chief of Police</p> <p><u>Recommended Council Action:</u> Approve the first reading of the Ordinance Amending Municipal Code Chapter 7.60.010, by title only, and move it to a second reading and adoption.</p>
Page 65-66	<p>11. Discussion and Possible Action: Cost for Removal of Snow and Clearing Sidewalks Within the Downtown Parking District</p> <p><u>Background:</u> Currently, businesses within the downtown district pay a \$12 annual fee to cover the cost Of snow removal and sidewalk clearing. The origin of this fee is unclear and hasn't been increased since inception. The Mt Shasta City Council requested that staff determine the actual cost so they could consider recouping the City's cost. Staff will present the information for Council discussion.</p> <p><u>Report By:</u> Ken Kellogg, Public Works Director</p> <p><u>Recommended Council Action:</u> Consider the information and associated costs and provide direction to staff on whether the City should be recovering snow removal costs downtown.</p>

Mt. Shasta Regular City Council Meeting Agenda

Monday, January 22, 2024

Page 3 of 4

Page 67	<p>12. Discussion and Possible Action: Wildfire Prevention Messaging <u>Background:</u> At a Council meeting in November, Pat Titus, retired County OES, urged that Council adopt measures to better spread the word on wildfire prevention within the City of Mt Shasta. Staff will discuss actions taken and alternatives for future messaging. <u>Report By:</u> Todd Juhasz, City Manager <u>Recommended Council Action:</u> Listen to staff conclusions and provide constructive criticism of the proposed approach to messaging issues related to wildfire prevention.</p>
	CITY COUNCIL/STAFF REPORTING PERIOD
	13. Reports Re: Outside Meetings: None
	<p>14. Future Agenda Items and Meetings (Appearing on the agenda within 60-90 days):</p> <ul style="list-style-type: none">a. Annual Military Equipment Use Report – 2/12/2024b. Discussion and Possible Action: City Manager Salary – TBDc. Stormwater Drainage Prop 218 Process - TBDd. Discussion and Possible Action: Hazard Trees/Hazardous Vegetation Policy - TBDe. Memorandum of Understanding Between the City and the Friends of the Library for Library Operations – TBDf. Discussion and Possible Action regarding the Active Transportation Committee – TBDg. Approval of Funds to Complete a Survey of Washington Avenue – TBDh. Amendment of Parklet Ordinance – TBDi. Discussion and Possible Action: Downtown Enhancement Advisory Committee Fiscal Review and Project Approval - TBDj. Discussion and Possible Action: Beautification Committee Fiscal Review and Project Approval - TBD <p>Future Agenda Items Over 90 Days:</p> <ul style="list-style-type: none">k. Amendment to the Municipal Code: Camping Ordinance - TBDl. Discussion and Possible Action: Review of Chapter 13.95 Extraction and Exportation of Groundwater from the City of Mt. Shastam. Objective Design Standards Presentation/Discussion

Mt. Shasta Regular City Council Meeting Agenda

Monday, January 22, 2024

Page 4 of 4

	<p>15. 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 www.mtshastaca.gov. 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 www.mtshastaca.gov.</p> <p>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 kjoyce@mtshastaca.gov as soon as possible. Providing at least 72 hours' notice will help ensure that reasonable arrangements can be made.</p>
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Mt. Shasta City Council Regular Meeting DRAFT Minutes

Monday, January 8, 2024; 5:30 p.m.

City Park Upper Lodge 1315 Nixon Road, Mt. Shasta
Meeting allowed for virtual attendance via ZOOM

“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 5:30 p.m. Mayor Stackfleth called the meeting to order and led the audience in the flag salute.
- 2. Roll Call:**
Council Members Present: Stackfleth, Collings, Stearns, Clure
Council Members Absent: Redmond
- 3. Special Presentations:** None
- 4. Public Comment:** No public comment.
- 5. Council and Staff Comments:**
Todd Juhasz, City Manager – Comments regarding the Friends of the Library contract, update on the 218 process, review of work to acquire a well, comments regarding the fire at the old hospital, comments regarding the officer involved shooting, work progress toward The Landing development.
Muriel Terrell, Finance Director – Comments regarding December budget numbers, working on the mid-year budget.
Tessa Clure, Councilmember – Thanks to the Fire Department for their work on the recent structure fire.
John Stackfleth, Mayor – Comments regarding the officer involved shooting.
Robert Gibson, Chief of Police – Comments regarding officer involved shooting.
John Stackfleth, Mayor – Comments regarding upcoming meeting, committee assignments.
- 6. Committee Updates:** No Committee 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: December 11, 2023 Regular Meeting
- b. Approval of Disbursements: Accounts Payable: 12/7, 12/11, 12/13, and 12/19/2023; Total Gross Payroll and Taxes: For Periods Ending 11/26, 12/10, and 12/24/2023
- c. Second Reading and Adoption of Ordinance CCO-24-01 Amending Municipal Code Section 10.44.070 (D)
- d. Siskiyou County Local Transportation Commission Local Transportation Fund Transportation Claim: Resolution CCR-24-01
- e. Police Department Report December 2023

MOTION TO APPROVE: Clure

SECOND: Collings

AYES: Stackfleth, Collings, Stearns, Clure

NOES: None

ABSENT: Redmond

ABSTAIN: None

8. Discussion and Possible Action: Enhanced Infrastructure Financing District (EIFD) Update

Todd Juhasz, City Manager – Review of the Board of Supervisors meeting, vote against participating in an EIFD with the City. Review of why and EIFD is beneficial, review of options moving forward.

Clarifying questions from Council.

Laurel Harkness – Comments regarding the proposed EIFD, The Landing, and grant funding. Comments regarding revenue bonds, debt financing and management policy.

Council discussion.

COUNCIL ACTION: Approve reinstating the City's interest in moving forward with the EIFD process as demonstrated by the City Manager.

MOTION: Clure

SECOND: Stearns

AYES: Stackfleth, Clure, Stearns

NOES: Collings

ABSENT: Redmond

ABSTAIN: None

9. First Reading of Ordinance CCO-24-XX, City Council Compensation

Todd Juhasz, City Manager – Review of item, legislation allowing for increased compensation amount.

Glenn Kauffman – Comments regarding the City Council's protocols, time requirements for being a Council Member.

Council discussion.

COUNCIL ACTION: Approve the first reading of the proposed Ordinance, an amendment to Municipal Code Chapter 2.22.010, City Council Compensation, by title only, and moving it to a second reading.

MOTION: Stearns

SECOND: Clure

AYES: Stackfleth, Clure, Stearns

NOES: Collings

ABSENT: Redmond

ABSTAIN: None

Recess: 6:25 p.m. – 6:31 p.m.

10. Public Hearing: Recommended Findings of California Environmental Quality Act (CEQA) Exemption and Adoption of 2023-2031 Housing Element Update

Jeff Mitchem, Planning Director – Review of staff report, Housing Element update, future Municipal Code amendments, work completed by the Planning Commission. Review of City’s response to comments and Housing Element revision summary.

Clarifying questions and comments from Council.

Public Hearing Open: 6:46 p.m.

Patricia – Comments regarding real estate investors and rent increases, concern about elder abuse.

Glenn Kauffman – Comments regarding City Council protocols and ethics, expressed concern about the preservation of the character of the City.

Beverly Harlan – Comments regarding CEQA, objective design standards, design authority and review.

Peggy Risch – Comments expressing opposition to ministerial review and decisions made by the Planning Department. Comments in support of the development of design standards.

Vicki Gold – Comments regarding CEQA, in support of postponing the item.

Lisa Diane – Comments agreeing with other commentors.

Public Hearing Closed: 7:05 p.m.

Council discussion.

COUNCIL ACTION: Adopt Resolution CCR-24-02 approving:

Environmental Review: Finding that the 2023-31 Housing Element update is exempt from the CEQA pursuant to CEQA Guidelines Section 15061(b)(3) as Housing Element adoption will not have a significant effect on the environment.

Housing Element Update: Adoption of the proposed update to the Housing Element of the City’s General Plan with findings that it substantially complies with State Housing Element Law and submit to HCD for certification.

MOTION: Clure

SECOND: Stearns

AYES: Stackfleth, Clure, Collings, Stearns

NOES: None

ABSENT: Redmond

ABSTAIN: None

11. Discussion and Possible Action: Ballot Measures to Set Term Limits for Council Members, and to Increase City Council Compensation

Todd Juhasz, City Manager – Review of report.

Clarifying questions from Council.

Peggy Risch – Comments regarding ballot measures, questions about upcoming Council term expirations.

Roslyn McCoy – Questions about term limits.

Council discussion, decision to continue the item indefinitely.

COUNCIL ACTION: No action taken.

Recess: 7:45 p.m. – 7:50 p.m.

12. Discussion and Possible Action: Temporary Acquisition of Three Properties for the Purpose of Performing an Environmental Assessment

Todd Juhasz, City Manager – Review of item, ad hoc committee discussions. Review of vacant parcels, options for possible acquisition.

Clarifying questions from Council.

Tom Hesseldenz – Review of project information, need to mitigate potential parking issues if project moves forward. Comments regarding lease to allow time to have environmental study and appraisal done. Review of process moving forward.

Council discussion.

COUNCIL ACTION: Authorize staff to engage with other parties for the purpose of leasing three lots set forth on page 202 of the agenda packet, at a rate of \$2,250 per month, and with the further possibility of obtaining the option to purchase the properties and to encourage staff to act forthwith.

MOTION: Stearns

SECOND: Clure

AYES: Stackfleth, Clure, Collings, Stearns

NOES: None

ABSENT: Redmond

ABSTAIN: None

13. Reports on Outside Meetings: None

14. Future Agenda Items (Appearing on the agenda within 60-90 days):

COUNCIL ACTION: Reviewed items a through r.

- a. Special City Council Goal-Setting Workshop – 1/10/2024
- b. Special Meeting to Appoint Planning Commissioners – 1/22/2024
- c. Mid-Year Budget Review – 1/22/2024
- d. Snowplowing Operations/Creation of a District – 1/22/2024
- e. Sidewalk Snow Removal Fees in the Downtown District – 1/22/2024
- f. Annual Military Equipment Use Report – 1/22/2024
- g. Wildfire Prevention Messaging – 1/22/2024
- h. Discussion and Possible Action: City Manager Salary – TBD
- i. Stormwater Drainage Prop 218 Process - TBD
- j. Discussion and Possible Action: Hazard Trees/Hazardous Vegetation Policy - TBD
- k. Memorandum of Understanding Between the City and the Friends of the Library for Library Operations – TBD
- l. Discussion and Possible Action regarding the Active Transportation Committee – TBD
- m. Approval of Funds to Complete a Survey of Washington Avenue – TBD
- n. Amendment of Parklet Ordinance – TBD
- o. Discussion and Possible Action: Downtown Enhancement Advisory Committee Fiscal Review and Project Approval - TBD
- p. Discussion and Possible Action: Beautification Committee Fiscal Review and Project Approval - TBD

Future Agenda Items Over 90 Days:

- q. Amendment to the Municipal Code: Camping Ordinance - TBD
- r. Discussion and Possible Action: Review of Chapter 13.95 Extraction and Exportation of Groundwater from the City of Mt. Shasta

15. Adjourn: There being no further business, the meeting was adjourned at 8:13 p.m.

Respectfully Submitted By: Kathryn M. Joyce, Administrative Assistant/Deputy City Clerk

City Council Agenda Item #7b
Staff Report

Meeting Date: January 22, 2024
To: Mayor and City Council
From: Muriel Howarth Terrell, Finance Director
Subject: Approval of Warrants and Payroll

	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 \$916,591.15.

Background & Summary:

Approval of Check Numbers 51754-51845	\$ 753,038.76
Total Payroll Distribution	\$ 92,886.21
Total EFTPS – CalPERS, Nationwide	\$ 28,595.59
Total Payroll EFTPS Taxes	<u>\$ 42,070.59</u>
	\$ 916,591.15

Financial Impact:

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

Attachments:

- 1.) Check Registers – 1/3/24, 1/16/24
- 2.) ACH Payroll Distribution – 1/11/24
- 3.) EFTPS Reports – 1/11/24

Check Register Report

Fiscal Year 2023-2024

Date: 01/03/2024

Time: 3:32 pm

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								
51754	01/03/24	Printed			15194	22ND AVENUE ENTERTAINMENT	Jan 24 Hybrid Public Meeting	1,065.00
51755	01/03/24	Printed			10229	AMAZON CAPITAL SERVICES	Office Supplies	429.73
51756	01/03/24	Printed			10245	AMERICAN DOOR COMPANY	PW Building Door Openers	5,020.00
51757	01/03/24	Printed			10338	APEX TECHNOLOGY MANAGEMENT	Windows Server upgrade	8,751.05
51758	01/03/24	Printed			10373	ARAMARK	Dec 23 CH,PD,FD linen serv	564.43
51759	01/03/24	Printed			11162	BEL ART PRODUCTS INC	WWTP- Thermometer Calibration	636.21
51760	01/03/24	Printed			11156	YOLANDE DIEDRE BELL	Library cleaning Dec 28	320.80
51761	01/03/24	Printed			11252	BLUE STAR GAS	Propane - PW building	2,080.73
51762	01/03/24	Printed			12260	CASCADE FIRE EQUIPMENT	Fire Shelters- FD 50/50 grant	3,532.10
51763	01/03/24	Printed			12640	COLONIAL LIFE & ACCIDENT INSUR	Jan 24 life/accident insurance	372.34
51764	01/03/24	Printed			12820	CROSS PETROLEUM	Small Engine Fuel- C-1 FD	764.59
51765	01/03/24	Printed			12842	CROWN MOTORS	PD #271 - parts	507.31
51766	01/03/24	Printed			13197	DEPT OF TOXIC SUBSTANCES CONT	The Landing-Old Mill cleanup 7/23-9/23	535.16
51767	01/03/24	Printed			14140	DON ERICKSON OIL INC	City Hall heating oil	401.15
51768	01/03/24	Printed			13981	ECONOLITE CONTROL PRODUCTS	Traffic Signal Supplies	838.52
51769	01/03/24	Printed			14021	ELLIE'S ESPRESSO	LOLA Dinner	94.00
51770	01/03/24	Printed			15010	FASTENAL COMPANY	Shop Supplies	112.48
51771	01/03/24	Printed			15020	FEDERAL EXPRESS	Dec 23 WWTP shipping charges	130.25
51772	01/03/24	Printed			15030	FERGUSON ENTERPRISES, INC.	Sewer system maint supplies	1,466.38
51773	01/03/24	Printed			34040	GOLD NUGGET PRINTING	Admin Citation Form GNP 108- CSO	1,455.13
51774	01/03/24	Printed			16088	STEPHEN GOLDSBERRY	4th Qtr 23 Fire Call Out	600.00
51775	01/03/24	Printed			32184	KATHRYN JOYCE	4th Qtr 23 Fire Call Out	800.00
51776	01/03/24	Printed			21150	LIFE-ASSIST, INC.	Fire medical supplies	655.43
51777	01/03/24	Printed			21119	LYNN LINEBARGER	Reimbursement- Lights for parker plaza	275.12
51778	01/03/24	Printed			22071	MENDES SUPPLY COMPANY	Paper Towels, Toilet Paper- CH	273.43
51779	01/03/24	Printed			22133	MEYERS POLICE K-9 TRAINING LLC	Dec 23 K-9 training	700.00
51780	01/03/24	Printed			22200	MT. SHASTA CHAMBER OF COMMERCE	Jul-Sep 23 VCB allocation	16,250.00
51781	01/03/24	Printed			23037	NENA	2023-24 Membership dues J. Lensing	147.00
51782	01/03/24	Printed			24000	OFFICE DEPOT	Office Supplies	219.01
51783	01/03/24	Printed			11140	PACE ANALYTICAL SERVICES LLC	WWTP lab services	1,271.99
51784	01/03/24	Printed			25080	PACIFIC POWER & LIGHT	Dec 23 Wash & Rock Pumps	22,694.23
51785	01/03/24	Printed			11241	CARSON PELLETIER	4th Qtr 23 Fire Call Out	200.00
51786	01/03/24	Printed			25121	PITNEY BOWES INC	Ink pad replacement kit	41.02
51787	01/03/24	Printed			27107	RON'S FURNITURE & APPLIANCE	Refrigerator - FD	2,148.93
51788	01/03/24	Printed			28594	SMITH BUILDING SERVICES LLC	Dec 23 Building Inspector serv	5,891.92
51789	01/03/24	Printed			29169	STATEWIDE TRAFFIC SAFETY &	Traffic Safety Signs Maint	1,288.71
51790	01/03/24	Printed			28815	STERLING HEALTH ADMINISTRATION	12/29/2023 HSA Deductions	290.00
51791	01/03/24	Printed			28802	SWRCB FEES	2023-24 WWTP Project	3,706.00
51792	01/03/24	Printed			28802	SWRCB FEES	2023-24 Water System Fees	6,219.48
51793	01/03/24	Printed			29045	THATCHER COMPANY INC	WWTP container deposit refund	3,537.28
51794	01/03/24	Printed			29113	THOMSON REUTERS - WEST	2024 Penal Code	92.46
51795	01/03/24	Printed			29140	TIMBERWORKS	Oak St Area Water System Imp Oct 2023	286,601.42
51796	01/03/24	Printed			30004	U.S. BANK EQUIPMENT FINANCE	Jan 24 wide copier maintenance	290.25
51797	01/03/24	Printed			300084	US ACUTE CARE SOLUTIONS	S. Goldsberry Thumb X-Ray 11/3/23	922.79
51798	01/03/24	Printed			31040	VWR SCIENTIFIC	WWTP lab supplies	57.73
51799	01/03/24	Printed			32199	FRANCIS WHITNEY	4th Qtr 23 Fire Call Out	800.00
Total Checks: 46								385,051.56
Checks Total (excluding void checks):								385,051.56

Check Register Report

Fiscal Year 2023-2024

Date: 01/16/2024

Time: 9:10 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								
51800	01/16/24	Printed			10229	AMAZON CAPITAL SERVICES	Shop Tools	593.74
51801	01/16/24	Printed			10338	APEX TECHNOLOGY MANAGEMENT	Windows Server 2012 upgrade	3,083.08
51802	01/16/24	Printed			25050	AT&T	Dec 23 phone & fax service	534.29
51803	01/16/24	Printed			11156	YOLANDE DIEDRE BELL	Library cleaning Jan 2	160.40
51804	01/16/24	Printed			12213	CAL-ORE COMMUNICATIONS	Dec 23 phone & internet serv	1,321.46
51805	01/16/24	Printed			12152	CALIFORNIA BUILDING STANDARDS	Oct-Dec 23 Building Stand Fees	49.00
51806	01/16/24	Printed			12200	CALIFORNIA SAFETY COMPANY	Jan 24 WWTP alarm service	253.00
51807	01/16/24	Printed			12443	COURTNEY CHASE	Credit Refund ADAM-553-08	46.45
51808	01/16/24	Printed			12551	CITY OF MT SHASTA	Jan 24 Library Utilities	78.84
51809	01/16/24	Printed			12579	CLARK BROTHERS INC	State Mandated WWTP Proj	68,428.43
51810	01/16/24	Printed			12618	CODE PUBLISHING INC	Muni code web update	399.50
51811	01/16/24	Printed			13071	DELTA HEALTH SYSTEMS	Jan 24 health insurance	38,917.00
51812	01/16/24	Printed			13180	DEPT OF CONSERVATION	Oct-Dec 23 Strong Motion Fees	147.25
51813	01/16/24	Printed			13198	DIVISION OF THE STATE	Oct-Dec 23 DAE fees	17.60
51814	01/16/24	Printed			14140	DON ERICKSON OIL INC	City Hall heating oil	437.39
51815	01/16/24	Printed			13241	DOWN RANGE	New officer gear & uniforms Final- S. Hopkins	475.33
51816	01/16/24	Printed			16180	GREAT NORTHERN CORPORATION	Nov 23 20-CDBG-CV2-3-00106	1,407.30
51817	01/16/24	Printed			18063	INTERSTATE BATTERY	Battery -PD 414	508.94
51818	01/16/24	Printed			20003	JONES CARPET CLEANING &	Dec 23 cleaning services	800.00
51819	01/16/24	Printed			22140	KENNY & NORINE	Dec 23 City Attorney - General	2,774.09
51820	01/16/24	Printed			22135	MELO EXCAVATION	Excavator overhaul for structure fire at 201 Eugene	5,087.50
51821	01/16/24	Printed			22200	MT. SHASTA CHAMBER OF COMMERCE	Marketing Contract 2nd Quarter 23/24	9,600.00
51822	01/16/24	Printed			22343	MT. SHASTA POINT S TIRE & AUTO	Flat Repair PD 422	2,606.49
51823	01/16/24	Printed			22320	MT. SHASTA SPRING WATER	Dec 23 WWTP/ City Hall water	20.61
51824	01/16/24	Printed			28120	NAPA AUTO PARTS	Dec 23 equipment parts	4,529.44
51825	01/16/24	Printed			23078	NOR CAL FAMILY	Professional Services	400.00
51826	01/16/24	Printed			24000	OFFICE DEPOT	Office Supplies	531.46
51827	01/16/24	Printed			24033	OREILLY AUTOMOTIVE INC	Dec 23 equipment parts	37.61
51828	01/16/24	Printed			11140	PACE ANALYTICAL SERVICES LLC	Water lab services	533.14
51829	01/16/24	Printed			60242	PIGONI CORPORATION	Backflow tests, backflow clean and retests- all locations	1,780.74
51830	01/16/24	Printed			27000	RAMSHAW'S ACE HARDWARE INC	Dec 23 misc supplies	252.35
51831	01/16/24	Printed			27078	RIVERVIEW INTERNATIONAL	PW #28 parts	161.67
51832	01/16/24	Printed			28000	S.C.O.R.E.	3rd Quarter 23-24 work comp	78,485.30
51833	01/16/24	Printed			28372	SISKIYOU COUNTY ECONOMIC	Jan 24 Economic Dev Partners	2,500.00
51834	01/16/24	Printed			28480	SISKIYOU HUMANE SOCIETY	Oct-Dec 23 Animal Control Serv	36.00
51835	01/16/24	Printed			28560	SISKIYOU OPPORTUNITY CENTER	Dec 23 city restroom janitoria	887.50
51836	01/16/24	Printed			28272	JOHNSON SIVONGSA	2023-24 work clothes reimb #3	48.56
51837	01/16/24	Printed			32060	SOLANOS INC	Dec 23 misc supplies	2,904.49
51838	01/16/24	Printed			28640	SOUSA READY MIX LLC	Aggregate base rock and washed sand	294.65
51839	01/16/24	Printed			28815	STERLING HEALTH ADMINISTRATION	1/11/2024 HSA Deductions	200.00
51840	01/16/24	Printed			30014	U. S. BANK	Admin fee for WWTP PV proj	1,750.00
51841	01/16/24	Printed			30069	US BANK CORPORATE PAYMENT SYS	Dec 23 credit card charges	14,676.86
51842	01/16/24	Printed			28857	USA WASTE OF CALIFORNIA INC	Dec 23 bin rental fees	4,525.83
51843	01/16/24	Printed			28857	USA WASTE OF CALIFORNIA INC	Dec 23 solid waste services	105,549.30
51844	01/16/24	Printed			31023	VALLEY PACIFIC PETROLEUM	Dec 23 fuel - Fire	1,094.29

Check Register Report

Fiscal Year 2023-2024

Date: 01/16/2024

Time: 9:10 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
TRI COUNTIES BANK Checks								
51845	01/16/24	Printed			31024	VALLEY PACIFIC PETROLEUM	Dec 23 fuel	9,060.82
Total Checks: 46							Checks Total (excluding void checks):	367,987.70
Total Payments: 46							Bank Total (excluding void checks):	367,987.70
Total Payments: 46							Grand Total (excluding void checks):	367,987.70

Muriel Terrell

From: Tri Counties Bank <tricoties@olbanking.com>
Sent: Wednesday, January 10, 2024 3:43 PM
To: Muriel Terrell
Subject: Tri Counties Bank - Payments Approver Notification

Payment Requires Approval



Report Date/Time 01/10/24 15:43:22 PST

This transaction is pending approval.

Transaction Number: ACH-01106939

ACH Company: City Mt Shasta

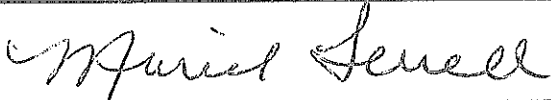
Company Entry Description: ACHTRANS

Payment Date: 01/11/2024

Total Credits: \$92,886.21 (56)

Total Debits: \$0.00 (0)

Status: Pending Approval

FEDERAL PAYROLL TAX PAYMENT (EFTPS-941)		
PAYROLL PERIOD ENDING:		01/07/24
PAYROLL DATE:		01/11/24
ACCOUNT NAME:	ACCT.#	AMOUNT
SOCIAL SECURITY	11-000-2110	\$17,432.20
MEDICARE	11-000-2110	\$4,076.90
FED. WITHHOLDING	11-000-2120	\$14,366.37
TOTAL DEPOSIT:		\$35,875.47
EFTPS CONFIRMATION NO:		14855893
EFTPS BANK DEBIT DATE:		1/16/2024
APPROVED: 		

STATE PAYROLL TAX PAYMENT (EDD)		
PAYROLL PERIOD ENDING:		01/07/24
PAYROLL DATE:		01/11/24
ACCOUNT NAME:	ACCT.#	AMOUNT
STATE WITHHOLDING	11-000-2130	\$4,799.46
STATE DISABILITY INS	11-000-2140	\$1,395.66
TOTAL DEPOSIT:		\$6,195.12
EDD CONFIRMATION # (STATE):		7563195
EDD CONFIRMATION # (SDI):		7563196
EDD BANK DEBIT DATE:		1/16/2024
APPROVED: <i>Muriel Terrell</i>		

CalPERS Electronic Funds Transfer

Date: 1/12/2024

CalPERS ID: 6941008066
Employer: City of Mt Shasta

Fiscal Year: 2023/2024

Service Period:
12/25/2023-01/07/2024**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		\$2,250.68
Rate Plan	Member Contributions		289.61
926	Employer Contributions		654.13
Safety - Fire	Total		\$943.74
Rate Plan	Member Contributions		586.41
927	Employer Contributions		1,324.21
Safety - Police	Total		\$1,910.62
Rate Plan	Member Contributions		2,056.07
25861	Employer Contributions		2,024.67
Safety - Fire New	Total		\$4,080.74
Rate Plan	Member Contributions		3,420.43
25862	Employer Contributions		3,368.17
Safety - Police New	Total		\$6,788.60
Rate Plan	Member Contributions		4,479.33
27429	Employer Contributions		4,438.88
Miscellaneous New	Total		\$8,918.21
	Total		<u>\$24,892.59</u>

Contribution for 457 Supplemental Income Plan - CalPERS

SIP Plan ID	450083	Member Contributions	500.00
		Total	<u>\$500.00</u>
		Grand Total	<u>\$25,392.59</u>



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
Pay Center	MOUNT SHASTA457 PLAN & TRUST
Submission date	01-16-2024
Submission time	8:39:26 AM
Pay date	01-11-2024
Payment amount	\$3,200.00
Debit ACH account	Checking
Bank routing number	*****5045
Bank account number	*****0938
Debit account type	Checking
Debit ACH draft date	01-17-2024

NO
CO
ES
E

City Council Agenda Item # 7c
Staff Report

Meeting Date: January 22, 2024
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 December 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 July 2023 through December 2023.

Property Tax Revenue:

The City has received \$427,993 in property tax for the current fiscal year. This represents the December payment and a small amount of delinquent payments. The amount is \$29,000 more than the prior year.

Sales Tax Revenue:

The City has received \$611,245 through December 31, 2023 in sales tax for fiscal year 2023-2024 for July- October, 2023. This is \$1,300 more than the prior year.

Transient Occupancy Tax:

The city has received \$559,792 in TOT for through December of fiscal year 2023-2024. The prior year amount was \$526,290. This represents an increase of \$33,500 over the prior year.

As of December 31, 2023, the combined funds the City of Mt. Shasta had invested in the Local Agency Investment Fund (L.A.I.F.) totaled \$251,640. The December 2023 LAIF statement is attached, along with the performance data for the month of October. 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.	December 31, 2023	3.929%
Treasury Note – 3 month	November 30, 2023	5.39%
Treasury Note – 2 Yr.	November 30, 2023	4.68%
Treasury Note – 5 Yr.	November 30, 2023	4.27%
Treasury Note – 10 Yr.	November 30, 2023	4.33%
Treasury Note – 30 Yr.	November 30, 2023	4.50%

Bloomberg as reported by Chandler Asset Management

The LAIF average increased slightly from last month, all notes experienced decreases. 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
- December 2023 Chandler Asset Management

DECEMBER 2023



Market Data

 World Stock Market Indices
 data as of 11/30/2023

	Change (10/31/2023)	%CHG
S&P 500	4,567.80	374.00 8.92%
NASDAQ	14,226.22	1,374.98 10.70%
DOW JONES	35,950.89	2,898.02 8.77%
FTSE (UK)	7,453.75	132.03 1.80%
DAX (Germany)	16,215.43	1,405.09 9.49%
Hang Seng (Hong Kong)	17,042.88	(69.60) (0.41%)
Nikkei (Japan)	33,486.89	2,628.04 8.52%

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

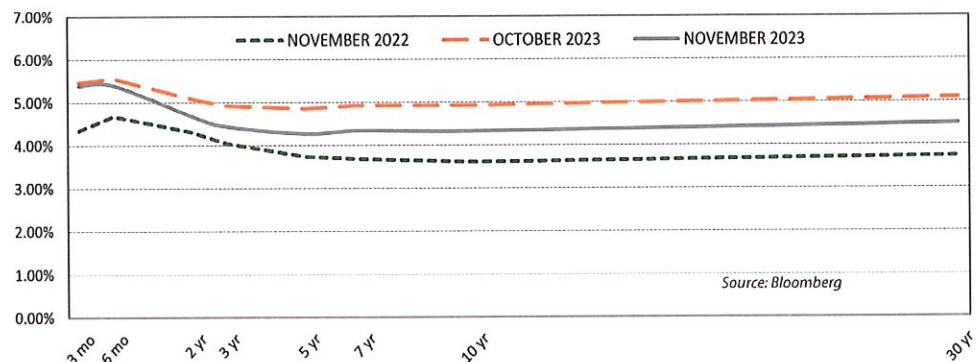
Market Summary

Recent economic data has shown above trend growth fueled by a rise in consumer spending and a continuing healthy US job market. Inflationary trends are subsiding, but core levels remain well above the Fed's 2% 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 expected at the November meeting, the Federal Open Market Committee voted unanimously to leave the Federal Funds rate unchanged at a target range of 5.25 - 5.50%. Market participants interpreted the FOMC statement as somewhat dovish, with the formal statement noting "tighter financial and credit conditions for households and businesses are likely to weigh on economic activity, hiring, and inflation." Federal Reserve Chair Jerome Powell also noted the stance of policy is restrictive, the full effects of the tightening have yet to be felt, and the process of getting inflation to 2% has a long way to go. We believe monetary policy will remain restrictive for longer, but further tightening will not be required for the Federal Reserve to eventually achieve their policy objectives.

US Treasury rates fell sharply across the yield curve in November due to decelerating inflation readings and a more dovish outlook from the Federal Reserve (Fed). In response, bond market participants began pricing in cuts to the federal funds rate by the Fed of 1.00-1.25% throughout 2024, as early as the second quarter of 2024, leading to lower interest rates. At the end of November, the 2-year Treasury yield declined by 41 basis points to 4.68%, and the 10-year Treasury yield decreased by 60 basis points to 4.33%. Recent market activity continues to highlight the complex interplay of fiscal and monetary policies, and investors may be overly optimistic in their pricing of both the level and timing of rate cuts by the Fed. Fed Chair Jerome Powell will have the opportunity to clarify the Fed's position on the future course of monetary policy at the meeting of the Federal Open Market Committee in December and potentially push back on market expectations when announcing its latest policy decision.

Treasury Yields Fell Across the Curve in October



At the end of November, the 2-year Treasury yield declined by 41 basis points to 4.68%, and the 10-year Treasury yield decreased by 60 basis points to 4.33%. The inversion between the 2-year Treasury yield and 10-year Treasury yield widened to -35 basis points at the end of November compared to -16 basis points at the end of October. The spread between the 2-year Treasury and 10-year Treasury yield one year ago was -71 basis points. The inversion between 3-month and 10-year Treasuries widened to -107 basis points in November from -54 basis points in October. The shape of the yield curve continues to indicate that the probability of a recession persists or potentially signals slower future economic growth.

TREASURY YIELDS	Trend (▲/▼)	11/30/2023	10/31/2023	Change
3-Month	▲	5.39	5.47	-0.08
2-Year	▲	4.68	5.09	-0.41
3-Year	▲	4.44	4.93	-0.48
5-Year	▲	4.27	4.86	-0.59
7-Year	▲	4.34	4.93	-0.59
10-Year	▲	4.33	4.93	-0.61
30-Year	▲	4.50	5.10	-0.60

BOND MARKET REVIEW

Credit Spreads Tightened in November

CREDIT SPREADS	Spread to Treasuries (%)	One Month Ago (%)	Change
3-month top rated commercial paper	5.53	5.62	(0.09)
2-year A corporate note	5.15	5.59	(0.44)
5-year A corporate note	4.98	5.64	(0.66)
5-year Agency note	4.43	4.94	(0.51)

Source: Bloomberg

Data as of 11/30/2023

Recent Inflation Data Ease

ECONOMIC INDICATOR	Current Release	Prior Release	One Year Ago
Trade Balance	(64.26) \$Bln OCT 23	(58.66) \$Bln SEP 23	(78.33) \$Bln OCT 22
Gross Domestic Product	5.20% SEP 23	2.10% JUN 23	2.70% SEP 22
Unemployment Rate	3.70% NOV 23	3.80% OCT 23	3.60% NOV 22
Prime Rate	8.50% NOV 23	8.50% OCT 23	7.00% NOV 22
Refinitiv/CoreCommodity CRB Index	273.64 NOV 23	281.15 OCT 23	279.76 NOV 22
Oil (West Texas Int.)	\$75.96 NOV 23	\$81.02 OCT 23	\$80.55 NOV 22
Consumer Price Index (y/o/y)	3.10% NOV 23	3.70% OCT 23	7.10% NOV 22
Producer Price Index (y/o/y)	(0.90%) NOV 23	2.10% OCT 23	10.50% NOV 22
Euro/Dollar	1.09 NOV 23	1.06 OCT 23	1.04 NOV 22

Source: Bloomberg

Since 1988, Chandler Asset Management has specialized in providing fixed income investment solutions to risk-averse public agencies and institutions. Chandler's mission is to provide fully customizable client-centered portfolio management that preserves principal, mitigates risk, and generates income in our clients' portfolios.

Economic Roundup

Consumer Prices

The Consumer Price Index (CPI) rose by +0.3% month-over-month and +3.1% year-over-year in November. This increase was driven by higher housing and service-sector costs. The Core CPI, excluding food and energy, also rose by +0.3% month-over-month and remained at +4.0% year-over-year, unchanged from the previous month. Rent, medical care, and motor-vehicle insurance costs increased, while used-car prices saw their first rise since May, offset by lower apparel and furniture costs. Shelter prices, a significant component of CPI, increased by +0.4%, offsetting declining gasoline prices. Conversely, core goods prices, excluding food and energy, fell for the sixth consecutive month. The Personal Consumption Expenditures (PCE) Index remained stable in October, with inflation unchanged month-over-month and a year-over-year increase of +3.0%, down from 3.4% in September. Core PCE, the Fed's preferred gauge, increased by +0.2% month-over-month and slowed to 3.5% year-over-year in October, compared to a +3.7% year-over-year increase in September. Inflation continues to exceed the Fed's 2% target.

Retail Sales

Retail Sales declined 0.1% in October after an upward revision to 0.9% in September, slightly exceeding the -0.3% consensus forecast. On a year-over-year basis, Retail Sales growth decelerated to 2.5% in October versus 4.1% in September. Food and beverage stores, along with health and personal care stores extended their gains in October while gasoline, furniture, car dealers and parts contributed to the month-over-month decline. E-commerce sales remain robust, rising 2.3% in the third quarter to represent 15.6% of total sales. The Conference Board's Consumer Confidence Index increased for the first time in four months in November, reaching an index level of 102.0, up from a downwardly revised 99.1 in October, despite concerns of rising prices and interest rates. While the consumer has been resilient, dwindling excess savings, rising credit card balances, and the resumption of student loan payments pose potential headwinds to future economic growth.

Labor Market

The U.S. economy added 199,000 jobs in November, exceeding consensus expectations of 185,000, with broad-based gains across industries. The trajectory of job creation is gradually moderating, with the three-month moving average payrolls at 204,000 and the six-month moving average at 186,000. The unemployment rate dropped to 3.7% from 3.9%, and the labor participation rate ticked up slightly to 62.8%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons fell to 7.0% from 7.2% last month. Average hourly earnings rose 4.0% year-over-year in November, consistent with the gradually decelerating trend this year. Employment remains strong by historical standards, but data are trending toward a less robust labor market outlook.

Housing Starts

Housing Starts decelerated month-over-month in October by 1.9% to an annual rate of 1.372 million units. Starts were up 4.9% for multi-family units and 0.2% for single-family. Total starts of new homes are down 4.2% year-over-year. According to Freddie Mac, average 30-year fixed rate mortgage rates declined to 6.80% as of December 7th, paralleling the 10-year US Treasury yields declining. According to the Case-Shiller 20-City Home Price Index, housing prices rose 3.9% year-over-year in September, improving from a 2.1% gain in August. 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. 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 1/10/23



Quarterly Performance Quarter Ended 09/30/23

LAIF Apportionment Rate ⁽²⁾ :	3.59
LAIF Earnings Ratio ⁽²⁾ :	0.00009812538629360
LAIF Administrative Cost ^{(1)*} :	0.29
LAIF Fair Value Factor ⁽¹⁾ :	0.986307739
PMIA Daily ⁽¹⁾ :	3.48
PMIA Quarter to Date ⁽¹⁾ :	3.42
PMIA Average Life ⁽¹⁾ :	256

PMIA Average Monthly Effective Yields⁽¹⁾

December	3.929
November	3.843
October	3.670
September	3.534
August	3.434
July	3.305**

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 11/30/23 \$159.4 billion

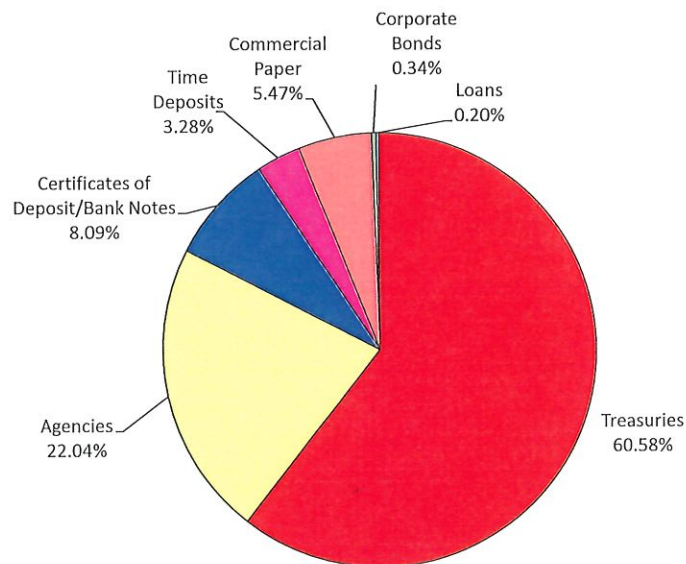


Chart does not include \$2,218,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ 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

January 17, 2024

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

CITY OF MT SHASTA

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

[Tran Type Definitions](#)

Account Number: 98-47-572

December 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	251,640.47
Total Withdrawal:	0.00	Ending Balance:	251,640.47



State of California

Pooled Money Investment Account

Market Valuation

12/31/2023

Description	Carrying Cost Plus		Fair Value	Accrued Interest
	Accrued Interest	Purch. Amortized Cost		
United States Treasury:				
Bills	\$ 26,992,679,410.54	\$ 27,341,582,810.63	\$ 27,352,122,000.00	NA
Notes	\$ 68,988,369,285.87	\$ 68,970,726,643.78	\$ 68,066,367,000.00	\$ 380,047,413.50
Federal Agency:				
SBA	\$ 273,825,056.61	\$ 273,825,056.61	\$ 273,117,626.86	\$ 1,326,636.53
MBS-REMICs	\$ 2,164,861.02	\$ 2,164,861.02	\$ 2,133,161.33	\$ 9,501.16
Debentures	\$ 8,533,332,561.10	\$ 8,532,907,561.09	\$ 8,460,384,650.00	\$ 60,973,579.20
Debentures FR	\$ -	\$ -	\$ -	\$ -
Debentures CL	\$ 650,000,000.00	\$ 650,000,000.00	\$ 639,238,500.00	\$ 4,456,111.50
Discount Notes	\$ 21,584,982,812.45	\$ 21,861,271,194.36	\$ 21,856,617,000.00	NA
Supranational Debentures	\$ 2,819,756,450.14	\$ 2,819,512,700.14	\$ 2,788,881,800.00	\$ 20,848,175.60
Supranational Debentures FR	\$ -	\$ -	\$ -	\$ -
CDs and YCDs FR	\$ -	\$ -	\$ -	\$ -
Bank Notes	\$ -		\$ -	\$ -
CDs and YCDs	\$ 12,200,000,000.00	\$ 12,200,000,000.00	\$ 12,207,619,357.44	\$ 162,478,416.67
Commercial Paper	\$ 9,014,594,527.68	\$ 9,116,638,444.29	\$ 9,117,150,756.95	NA
Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ 566,929,562.48	\$ 566,697,340.26	\$ 551,864,240.00	\$ 3,944,225.38
Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 5,284,000,000.00	\$ 5,284,000,000.00	\$ 5,284,000,000.00	NA
PMIA & GF Loans	\$ 325,717,000.00	\$ 325,717,000.00	\$ 325,717,000.00	NA
TOTAL	\$ 157,236,351,527.89	\$ 157,945,043,612.18	\$ 156,925,213,092.58	\$ 634,084,059.54

Fair Value Including Accrued Interest

\$ 157,559,297,152.12

Repurchase Agreements, Time Deposits, PMIA & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (0.993543131). As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$19,870,862.61 or \$20,000,000.00 x 0.993543131.

City Council Agenda Item # 9
Staff Report

Meeting Date: January 8th, 2024

To: Mayor and City Council

From: City Manager, Todd Juhasz

Subject: Proposed compensation changes to attract/maintain quality City Council candidates

X	Regular
	Consent
	Closed
	Presentation

Recommendation:

Based on conversations with Council at the December 11th Council meeting, staff recommends that Council approve an increase in compensation for Council members from \$220 per/month to \$300 per/month. This is allowed under SB 329, a measure passed to address stagnant compensation for Council members in general law cities.

Summary:

At a recent City Council meeting, then Mayor Clure shared that she had attended a CalCities Conference session about how to attract quality candidates to run for City Council. She suggested that City staff research the cost of providing health insurance for members and/or increasing compensation rates.

Information: Finance Director Terrell called the Teamster's Union that represents city staff to inquire about whether current health insurance rates provided by Anthem Blue Cross, as negotiated through the Teamster's Union, could be extended to Council members at member rates. The response from the Teamster's representative was a definitive no. Their position is that any insurance provided to Council members would have to be provided at market rate consistent with those extended to self-insured individuals. Based upon this information, staff believes that extending individual rates would be too cost prohibitive for the City.

Next, staff researched the compensation issue. Currently, Council members are paid a stipend of \$220 per month. Under the recently passed Senate Bill 329, the maximum compensation allowed for Council members has been increased with rates being determined by the population of a given city. Under the category of cities with populations under 35,000, the maximum monthly compensation is \$950. In addition, the maximum annual increase is capped at 5%.

For Discussion: At the December 11th Council Meeting, there was discussion over whether: a) increasing the monthly compensation rate would attract quality candidates to run for Council, and; b) under SB 329, how much of an increase would be reasonable based upon the workload, as well as how much of an increase should trigger community members to weigh in via a formal ballot measure?

From the discussion it is not clear that an increase would meet the stated goal, but it appears that an increase in compensation from \$220 per/month to \$300 per/month was the direction given to staff.

Background on SB 329:

SB 329 addresses the issue of stagnant compensation for city council members in general law cities. Existing law authorizes a city council to enact an ordinance to provide each member of the city council with a salary based on the population. The existing compensation schedule, which has not been adjusted since 1984, has not kept pace with inflation. The bill aims to provide cities with the option to adjust council member compensation to account for inflation and support diversity in city councils because increased compensation can help individuals from across different income levels receive sufficient income for their service.

Key Provisions

Increased Salary Maximums

Under existing law, city councils can enact ordinances to provide salaries to council members based on the population of the city. SB 329 increases the maximum amounts of salary that can be approved by city ordinance, based on the population of the city. The new salary limits are as follows:

- Up to \$950 per month for cities up to and including 35,000 in population.
- Up to \$1,275 per month for cities over 35,000 up to and including 50,000 in population.
- Up to \$1,600 per month for cities over 50,000 up to and including 75,000 in population.
- Up to \$1,900 per month for cities over 75,000 up to and including 150,000 in population.
- Up to \$2,550 per month for cities over 150,000 up to and including 250,000 in population.
- Up to \$3,200 per month for cities over 250,000 in population

Additional Compensation Increases

SB 329 allows council member salaries to be increased beyond the specified maximums. The increases shall not exceed the greater of the following two conditions:

- The increase cannot exceed 5% for each calendar year from the operative date of the last salary adjustment.
- The increase cannot exceed the amount of inflation since January 1, 2024, based on the California Consumer Price Index. The inflation-based increase is capped at 10% for each calendar year.

Adoption of Ordinance

The bill requires a city council to consider the adoption of an ordinance to increase council member compensation in open session during at least two regular meetings. The proposed ordinance, including findings justifying the need for the increase, must be presented at the first meeting. The adoption of the ordinance can take place at the second meeting, which must be held at least seven days after the first meeting. This is important because there is normally a five-day waiting period between the introduction and adoption of an ordinance.

ORDINANCE CCO-24-XX

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
AMENDING CHAPTER 2.22.010 OF TITLE 2 OF
THE MT. SHASTA MUNICIPAL CODE
TO INCREASE COUNCIL MEMBER COMPENSATION**

The City Council of the City of Mt. Shasta does hereby ordain as follows:

I. FINDINGS

Section 2.22.010 is modified as follows:

II. TEXT OF CODIFIED ORDINANCE

Chapter 2.22

COUNCIL MEMBER COMPENSATION

Sections:

2.22.010 Council Member Salaries. Council Members shall receive a salary of \$300.00 per month.

ROLL CALL VOTE:

AYES:

NOES:

ABSENT

ABSTAIN:

CITY OF MT. SHASTA:

John Stackfleth, Mayor

ATTEST:

APPROVED AS TO FORM:

Kathryn M. Joyce, Deputy City Clerk

John S. Kenny, City Attorney

IT IS HEREBY CERTIFIED that the foregoing Ordinance CCO-24-~~XX~~ was introduced and read by title only, by the City Council of the City of Mt. Shasta at a regular meeting of said Council on ~~XXX~~ and was duly adopted, by title only, by said Council at a regular meeting held on the ~~XXX~~.

Kathryn M. Joyce, Deputy City Clerk

City Council Agenda Item # 8
Staff Report

Meeting Date: January 22, 2024
To: Mayor and City Council
From: City Manager, Todd Juhasz

X	Regular
	Consent
	Closed
	Presentation

Subject: MOU with SEDC for the next five years

Recommendation:

Staff supports continuing our contractual relationship with SEDC by signing a new MOU covering the next five years.

Summary:

The SEDC has provided support for the City and serves as our local lead agency for economic development. They have been responsible for finding grant support for the environmental clean-up of the Landing, for grant funding that allowed the City to hire Kosmont to explore and implement a city focused Enhanced Infrastructure Finance District, as well as general support for small businesses that desire to locate within the City, among other roles.

Their current MOU expires at the end of June 2024. The proposed MOU before Council will cover July 2024 through June 30th 2029. The annual rate outlined within the MOU for the City of Mt Shasta is \$36,000 annually. This constitutes an increase of \$6,000 over the annual rate covered under the current MOU.

In the coming year, we've already had discussions with SEDC about chasing grant dollars to plan for infrastructure on the Landing site and they will continue to support small business formation and retention within the City. Staff finds that this rate is quite reasonable as the cost of hiring a full-time economic development professional would require significantly higher costs. In addition, the SEDC will act as a force multiplier and will tie in nicely with the economic development experience of both the City Manager and Planning Director.

Staff recommends continued support for the SEDC as demonstrated by supporting the signing of the new MOU.

ECONOMIC DEVELOPMENT SERVICES

MEMORANDUM OF UNDERSTANDING

BETWEEN

The County of Siskiyou, the Cities of Yreka, Mt. Shasta, Weed, Dunsmuir, Dorris, Etna, Fort Jones, Montague, and Tulelake and the Siskiyou County Economic Development Council for Economic Development Services.

THIS MEMORANDUM OF UNDERSTANDING (MOU) is made and entered into this ____ day of ____, 2024 by and between The County of Siskiyou (hereinafter referred to as County), the Cities of Yreka, Mt. Shasta, Weed, Dunsmuir, Dorris, Etna, Fort Jones, Montague, and Tulelake (hereinafter referred to as Cities) and the Siskiyou County Economic Development Council (hereinafter referred to as SCEDC) for Economic Development Services.

WHEREAS, the County and Cities desire to support economic development efforts to increase local employment, stimulate investment, and promote economic growth within their respective jurisdictions.

WHEREAS, the County and Cities are committed to uniting their efforts and have agreed upon a shared economic development work plan incorporated and included herein as Attachment A (hereinafter work plan) designed to combine and leverage resources in support of business retention, expansion, and growth.

WHEREAS, the County and Cities wish to enter into this MOU to delineate some specific commitments each will make in support of implementing the shared work plan; and

WHEREAS, SCEDC is acknowledged and supported by the County and Cities as the local, lead agency for economic development and hereby agrees to coordinate and implement the work plan.

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. This MOU shall become effective on July 1, 2024 and shall remain in full force and effect for the period of five years through June 30, 2029. Parties included in this MOU may withdraw or terminate their participation at any time during its term upon ninety (90) days written notice to all participating parties and without severing or modifying the participation of the remaining parties. Additionally, other jurisdictions within Siskiyou County, not originally included in this MOU, may be added at a later date.
2. A Steering Committee is hereby established consisting of one representative from each party entering into and participating in this MOU. The Steering Committee shall review and monitor progress on the agreed upon economic development work plan and shall make such recommendations and modifications as they deem appropriate.
3. SCEDC shall:
 - a. Provide appropriate, qualified staff to implement and manage the work plan.

- b. Conduct economic development activities in mutual cooperation and coordination with County and Cities to encourage and support business retention, expansion, and growth.
 - c. Provide regular reports to the Steering Committee, and to report as requested from time-to-time by the County and Cities regarding progress and implementation of the work plan.
 - d. SCEDC shall make every effort to align work with overarching, mutual economic development goals and objectives.
4. The County and Cities shall each:
- a. Provide leadership and coordinate appropriate economic development activities with the SCEDC and refer appropriate businesses, projects, and resources in support of economic development.
 - b. Work with the SCEDC to determine, monitor, and evaluate mutual economic development goals, objectives, and performance metrics and to adjust the work plan as necessary.
 - c. Provide funding levels at these specified minimum annual amounts:

i. County of Siskiyou	\$156,000
ii. City of Yreka	\$54,000
iii. City of Mt. Shasta	\$36,000
iv. City of Weed	\$30,000
v. City of Dunsmuir	\$15,000
vi. City of Dorris	\$6,000
vii. City of Etna	\$6,000
viii. Town of Fort Jones	\$6,000
ix. City Montague	\$6,000
x. City of Tulelake	\$6,000

to compensate the SCEDC for the activities incorporated within the work plan.

5. This MOU may be amended only by mutual written agreement of all parties.

IN WITNESS WHEREOF, the parties hereto have executed the Memorandum of Understanding on the day, month, and year first written.

COUNTY OF SISKIYOU

BY: _____

DATE: _____

Angela Davis, County Administrator

CITY OF Yreka

BY: _____

DATE: _____

Jason Ledbetter, City Manager

CITY OF Mt. Shasta

BY: _____

DATE: _____

Todd Juhasz, City Manager

CITY OF Weed

BY: _____

DATE: _____

Tim Rundel, City Manager

CITY OF Dunsmuir

BY: _____

DATE: _____

Dustin Rief, City Manager

CITY OF Dorris

BY: _____

DATE: _____

_____, _____

CITY OF Etna

BY: _____

DATE: _____

_____, _____

TOWN OF Fort Jones

BY: _____

DATE: _____

_____, _____

CITY OF Montague

BY: _____

DATE: _____

_____, _____

CITY OF Tulelake

BY: _____

DATE: _____

_____, _____

Siskiyou Economic Development Council

BY: _____

DATE: _____

Tonya Dowse, Executive Director

Siskiyou Economic Development MOU

Attachment A. | Shared Work Plan

Objective: A collaborative work plan for the Siskiyou Economic Development Council and local jurisdictions to leverage investment in shared strategies towards the pursuit of mutual benefits.

- I. **Business Development Services.** Develop and implement strategies that directly support business retention, expansion, and growth.
 1. Cultivate a positive business climate.
 2. Respond to business location inquiries and promote business investment.
 3. Facilitate entrepreneurship and innovation resources and programs.
 4. Provide direct technical assistance to local businesses.
 5. Implement priority business sector strategies.

- II. **Development/Redevelopment Readiness.** Support jurisdictions in preparation for future development and new investment.
 1. Property/site identification, assessment, and prioritization.
 2. Identify and connect State and Federal funding (EPA Brownfields, EDA and USDA Infrastructure).
 3. Explore financing tools (Financing Districts, Assessment Districts, Tax Credits).
 4. Steward positive relationships with funding partners, developers, and property owners.
 5. Support feasibility and planning efforts.

- III. **Leadership and Capacity.** Bolster and cultivate economic development leadership in local public and private sectors. Provide professional staff capacity and expertise.
 1. Convene industry employers.
 2. Maintain professional staff.
 3. Advocate for economic development.
 4. Anticipate needs and track priorities (project pipeline).
 5. Monitor and evaluate progress.

CITY COUNCIL AGENDA ITEM NO. 9

Date: January 22, 2024
To: Mayor and Councilmember's
From: Director of Finance
Subject: 2023-2024 Mid -Year (2nd Quarter) Budget Revisions

Recommendation:

Staff respectfully requests the City Council review the Mid-Year Budget Report for the 2023-2024 fiscal year and adopt Resolution CCR-24-XX: A Resolution of the City of Mt. Shasta Adopting a Revised Operating Budget for Fiscal Year 2023-2024(as presented or as may be further modified or amended by Council motion prior to adoption).

Background & Summary:

Each year the City staff performs a review of the mid-year budget picture and makes revisions to its projections for revenues and expenditures for the balance of the year. This year has many changes due to staff changes and revenue projections.

The Finance Department has prepared a 2023-2024 Revised Operating Budget resolution for council consideration. The format shows the final adopted 2023-2024 Operating Budget in the first column. The second column shows the anticipated adjustments and some previously approved by council. The third column is the Mid-Year adjusted budget. The fourth column is the December year to date actual results. The fifth column is the percent of budget through December.

General Fund (see attached)

The changes for general fund revenue include the following:

- An increase of \$23,044 in taxes, VLF.
- Fire 50/50 Grant from CalFire of \$12,250
- Rental income of \$10,500 from Walsh Construction for the Roseburg property.
- Police and Fire personnel reimbursement for off district fires, and Taskforce officer overtime. Total \$39,500.
- A reduction of \$20,200 for the administrative cost allocation
- An increase of transfers in for FEMA personnel and equipment reimbursement in the amount of \$113,410.

- Total increase to the General Fund income of \$178,504

On the expenditure side, total General Fund expenditures for the Revised Budget are a net increase of \$223,758 over the initial budget. The net of the increase to income and expenses are a net negative change of \$45,254. The result is a projected loss of \$520,130 and a 26.31% contingency balance.

The details are as follows:

- City Council increases of \$2,000 for out of town travel and conferences.
- City Clerk an increase of \$14,200 for elections expense for the successful TOT tax increase vote.
- Finance Department an increase of \$1,800 for software support.
- City Wide Insurance increases for Liability, Property Insurance and Workers Compensation first aid totaling \$34,500.
- In Police, an increase of \$40,000 for overtime expense there is an offset of \$ for the Taskforce Office and off district fire support. An increase of \$26,000 for taser/body camera evidence storage.
- In Code Enforcement an increase of \$400 for training.
- In the Fire Department an increase of \$30,000 for overtime, an increase of \$13,495 for professional services for the hospital cleanup and social media archive, an increase of \$3,013 for property insurance, an increase of \$20,000 for fuel and vehicle maintenances, and an increase of \$24,500 for the 50/50 grant shared with CalFire.
- In the Planning Department our new Planner has been hired resulting in a reduction of \$60,000 in professional services, an increase of \$950 for recruitment, an increase of \$1,850 to materials and supplies for Parcel Quest, and an increase of \$400 for miscellaneous expense.
- In the Community Promotion Department an increase of \$15,450 for the contract for the Visitors Center and small event expense previously approved by Council, an increase of \$400 for materials and supplies.
- In the Public Works Director department and increase of \$500 for a CAD system use.
- In Building and Safety Department an increase of \$20,000 for plan checks and building inspections
- In Government Buildings an increase of \$38,000 for the upgrade to the emergency generator
- In Central Garage in increase of \$9,000 for the purchase of tires for the loader and an increase of \$3,300 in materials and supplies for Parcel Quest.
- In Streets and Roads an increase of \$3,250 in professional services for a land survey.

The result of all of these changes is an increase of projected net loss of from \$45,254 to a net loss of \$520,130. This would take the contingency reserve to 26.31%

In the Equipment Replacement Fund there has been a equipment purchase for a skid steer in the amount of \$57,090 to replace the snow removal skid steer.

ENTERPRISE AND SPECIAL REVENUE FUNDS (see attached)

Transportation Funds are Special Revenue Funds and include the Local Transportation Fund, Transportation STIP Fund and Gas Tax Funds. There is \$250,000 anticipated to be spent in these funds for preparation of streets for chip sealing and pavement upgrades. The actual construction/maintenance will occur in FY 24/25. In Local Transportation Funds there is transportation planning for Lake, Chestnut, Castle, a new pedestrian crossing and special speed indicator signs. The STIP fund is continuing this year with some small amount for planning/design and CEQA.

Enterprise Funds:

The Drainage fund has been drained of funds due to the development of a city-wide drainage system updates. The prop 218 process is ongoing and expected soon and if passes will result in an increase to revenue of \$62,925. There is an increase of \$1,000 for maintenance work.

In the Solid Waste Funds, we continue to build resources for the funding of future State mandates.

In the Water Fund an increase of \$12,000 in professional services for the analysis of a pressure reducing valve for Rockfellow, and an increase of \$3,700 in materials and supplies for steel plates to cover open trenches.

In the Water Improvement fund there are two projects that have been completed or are nearing completion they are the CDBG Pine Street Project and IRWM Oak Street Waterline Replacement Project. An ongoing project is The Springhill Water Supply Project where the sourcing of a new well is anticipated.

In the Wastewater Department an additional \$25,000 in professional services for manhole design replacement. In capital outlay a \$15,000 amount is needed to construct a new line in the Oak Street Alley. In the WW plant an additional \$10,000 for overtime, and \$264,116 for interim interest charges for the WWTP project.

In the Wastewater Grant Fund construction on the new WWPT is approaching completion. The Interceptor Project is complete.

The CDBG Fund has completion of all grant except senior snow removal which is new funding for the next several years. A new notice of funding availability (NOFA) is expected this summer

The COPS program received a growth allocation of \$65,271. Increases in expenditures and capital outlay are for equipment and a vehicle.

In the Special Projects Fund Mt. Shasta is administering the Integrated Regional Water Management (IRWM) funding for four projects in our area including the Oak Street Waterline project. Total funding is \$2,998,045 with the Oak Street Project receiving \$1,169,500 which is recognized in the Water Fund. The other three projects for McCloud, Dunsmuir and Trout Unlimited are in the Special Projects Fund. The agreement has been received and all projects are moving slowly.

The Brownfield New Mill cleanup has been completed . The new funding called the Brownfield Southern Dump has begun with surveying to happen once the weather approve. The survey will delineate the areas with deed restrictions for the type of use appropriate.

In the Business Improvement Fund previous approved expenses of \$10,000 are budgeted for projects to be determined by the committee. Additionally the rental of the Chestnut property was added at \$13,500 so environmental research can be done for a potential parking lot. This property is recognized here as the property is within the parking district.

The FEMA fund has been reinstated to recognized the City's work on the mud flow issue on Everet Memorial. The funding will reimburse the General Fund for public works personnel and use of City owned equipment.

Attachments: Proposed Resolution and Revised Budget

RESOLUTION CCR-24-XX

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
ADOPTING A REVISED OPERATING BUDGET
FOR FISCAL YEAR 2023-2024**

WHEREAS, the City Council has approved an operating budget for the 2023-2024 fiscal year;
and

WHEREAS, the Council has approved a number of budget adjustments throughout the year, and
has now identified the need for further additional appropriations and adjustments; and

WHEREAS, the Finance Department has compiled a mid-year report on the status of the budget
as of December 31, 2023; and

WHEREAS, the Staff has prepared proposed revisions to the 2023-2024 Operating Budget; and

WHEREAS, the City Council has reviewed the 2023-2024 Revised Operating Budget and
determined that it meets the needs of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mt. Shasta that
the attached City of Mt. Shasta 2023-2024 Revised Operating Budget is hereby adopted for the
balance of the 2023-2024 fiscal year.

The foregoing Resolution was passed and adopted the 22nd day of January 2024 by the
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: January 22, 2024

CITY OF MT. SHASTA

John Stackfleth, Mayor

ATTEST:

Kathryn Joyce, Deputy City Clerk

**City of Mt. Shasta Mid-Year
Operating Budget
2023-2024**

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts 2023-2024	December Actual 2023-2024	Year to Date Percent of budget	
GENERAL FUND							
	Beginning Fund Balance (July 1) Carryover	2,149,551	2,149,551	2,149,551	2,149,551	Unaudited amounts	
	Beginning Fund Balance From 21/22 Audited Financial Statements						
	Revenues						
	Taxes	\$ 4,281,800	23,044	4,304,844	\$ 1,764,751	40.99%	VLF increased 23K
	Franchises	\$ 88,000		88,000	\$ 3,469	3.94%	
	Federal Grants	\$ 77,000		77,000	\$ 46,695	60.64%	
	State Subventions and Grants	\$ 730,182	12,250	742,432	\$ 3,725	0.50%	Fire 50/50 Grant
	Fines and Forfeitures	\$ 9,000		9,000	\$ 4,410	49.00%	
	Interest and Rental Revenues	\$ 1,150	10,500	11,650	\$ 374	3.21%	Walsh Roseberg Rent
	Permits and Licenses	\$ 107,500		107,500	\$ 52,704	49.03%	
	Current Service Charges	\$ 32,350	39,500	71,850	\$ 49,133	68.38%	Police and Fire Personnel reimb
	Other Miscellaneous Revenues	\$ 203,664		203,664	\$ 53,714	26.37%	
	Administrative Allocation	\$ 313,000	(20,200)	292,800	\$ 148,554	50.74%	Mid-year admin reallocation
	Transfers In	\$ 170,000	113,410	283,410	\$ 35,000	12.35%	FEMA transfer
	Total General Fund Revenues	6,013,646	178,504	6,192,150	2,162,529	34.92%	

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
Expenditures						
Legislative						
City Council						
					December 23 Actuals	
	Salaries and Benefits	\$ 14,412		14,412	\$ 7,206	50.00%
	Employee Related Costs	\$ 2,000	2,000	4,000	\$ 3,697	92.43% Travel
	Facilities Expenses	\$ 24,250		24,250	\$ 13,515	55.73%
	Principal and Interest	\$ 7,201		7,201	\$ -	0.00%
	Miscellaneous Expenses	\$ 3,000		3,000	\$ 1,700	56.67%
	Total City Council	50,863	2,000	52,863	26,118	49.41%
Total Legislative		50,863	2,000	52,863	26,118	
Administration and Finance						
City Manager/Administration						
	Salaries and Benefits	\$ 279,069		279,069	\$ 126,746	45.42%
	Employee Related Costs	\$ 2,900		2,900	\$ 1,596	55.03%
	Facilities Expenses	\$ 2,930		2,930	\$ 1,266	43.21%
	Services-Personal and Professional	\$ -		-	\$ -	0.00%
	Miscellaneous Expenses	\$ 100		100	\$ -	0.00%
	Total City Manager/Administration	284,999	-	284,999	129,608	45.48%
City Clerk						
	Salaries and Benefits	1,679		1,679	\$ 517	30.79%
	Employee Related Costs	1,320		1,320	\$ 597	45.23%
	Services-Personal and Professional	23,000	14,200	37,200	\$ 30,003	80.65% Election for TOT
	Insurance, Licenses, and Taxes	50		50	\$ -	0.00%
	Total City Clerk	26,049	14,200	40,249	31,117	77.31%
Finance						
	Salaries and Benefits	\$ 446,239		446,239	\$ 204,825	45.90%
	Employee Related Costs	\$ 2,385		2,385	\$ 2,120	88.89%
	Services-Personal and Professional	\$ 69,850		69,850	\$ 33,437	47.87%
	Insurance, Licenses, and Taxes	\$ 8,000	1,800	9,800	\$ 9,752	99.51% Tyler Tech
	Facilities Expenses	\$ 22,480		22,480	\$ 9,749	43.37%
	Maintenance and Repairs	\$ -		-	\$ -	0.00%
	Materials and Supplies	\$ 18,000		18,000	\$ 7,002	38.90%
	Debt Service	\$ 4,937		4,937	\$ -	0.00%
	Capital Outlay	\$ -		-	\$ -	0.00%
	Total Finance	571,891	1,800	573,691	266,885	46.52%
Management Information Systems						
	Employee Related Costs	\$ -		-	\$ -	0.00%
	Services-Personal and Professional	\$ 68,000		68,000	\$ 35,957	52.88% Apex contract
	Insurance, Licenses, and Taxes	\$ 25,200		25,200	\$ 14,017	55.62%
	Maintenance and Repairs			-	\$ -	0.00%
	Materials and Supplies	\$ -		-	\$ -	0.00%
	Capital Outlay	\$ -		-	\$ -	0.00%
	Total Data Processing / Information Systems	93,200	-	93,200	49,974	53.62%
City-Wide Insurance						
	Employee Related Costs	\$ 3,000	-	3,000	\$ 191	6.37%
	Insurance, Licenses, and Taxes	\$ 298,147	34,500	332,647	\$ 224,370	67.45% property, liability, WC first aid
	Total Insurance	301,147	34,500	335,647	224,561	66.90%
City Attorney						
	Services-Personal and Professional	65,000	-	65,000	\$ 21,355	32.85%
	Total City Attorney	65,000	-	65,000	21,355	32.85%
Total Administration and Finance		1,342,286	50,500	1,392,786	723,500	51.95%

**City of Mt. Shasta Mid-Year
Operating Budget
2023-2024**

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget	
Public Safety- Police and Fire							
Police Department							
	Salaries and Benefits	\$ 1,109,573	40,000	1,149,573	\$ 658,754	57.30%	Overtime
	Employee Related Costs	\$ 25,500		25,500	\$ 15,867	62.22%	
	Services-Personal and Professional	\$ 43,500	26,000	69,500	\$ 52,119	74.99%	Taser/ body cam evidence storage
	Facilities Expenses	\$ 12,150		12,150	\$ 5,897	48.53%	
	Maintenance and Repairs	\$ 84,400		84,400	\$ 43,420	51.45%	
	Materials and Supplies	\$ 31,750		31,750	\$ 15,397	48.49%	
	Debt Service	\$ 1,150		-	\$ -	0.00%	
	Miscellaneous Expenses	\$ 6,000		6,000	\$ 5,044	84.07%	
	Capital Outlay	\$ 94,667		94,667	\$ 70,450	74.42%	
	Total Police Department	1,408,690	66,000	1,473,540	866,948	58.83%	
Dispatch							
	Salaries and Benefits	\$ 435,132		435,132	\$ 219,053	50.34%	
	Employee Related Costs	\$ 4,750		4,750	\$ 2,415	50.84%	
	Services-Personal and Professional	\$ 8,500		8,500	\$ -	0.00%	
	Materials and Supplies	\$ 6,000		6,000	\$ 1,550	25.83%	
	Capital Outlay	\$ 200,000		-	\$ -	0.00%	Prop 64
	Total Dispatch	654,382	-	654,382	223,018	34.08%	
Code Enforcement							
	Salaries and Benefits	\$ 80,455		80,455	\$ 39,559	49.17%	
	Employee Related Costs	\$ 1,480	400	1,880	\$ 1,782	94.79%	training
	Services-Personal and Professional	\$ 196,812		196,812	\$ 1,151	0.58%	Boys and Girls Club, MS High School
	Facilities Expenses	\$ 1,500		1,500	\$ 650	43.33%	
	Maintenance and Repairs	\$ 6,450		6,450	\$ 1,174	18.20%	
	Material and Supplies	\$ 300		300	\$ -	0.00%	
	Supplies & Miscellaneous Expenses	\$ 12,500		12,500	\$ 5,619	44.95%	
	Capital Outlay	\$ 12,000		12,000	\$ -	0.00%	
	Total Animal Control	311,497	400	311,897	49,935	16.01%	
Fire Department							
	Salaries and Benefits	\$ 882,469	30,000	912,469	\$ 421,353	46.18%	Overtime
	Employee Related Costs	\$ 17,335		17,335	\$ 4,920	28.38%	
	Professional Services	\$ -	13,495	13,495	\$ 3,495	25.90%	Social Media Archive, Old Hospital Clean
	Insurance, Licenses, and Taxes	\$ 10,000	3,013	13,013	\$ 13,013	100.00%	Property Insurance
	Facilities Expenses	\$ 11,600		11,600	\$ 2,484	21.41%	
	Maintenance and Repairs	\$ 45,000		45,000	\$ 29,857	66.35%	
	Materials and Supplies	\$ 14,000	24,500	38,500	\$ 22,706	58.98%	
	Miscellaneous Expenses	\$ 1,000		1,000	\$ 525	52.50%	
	Capital Outlay	\$ -		-	\$ -	0.00%	
	Total Fire Department	981,404	71,008	1,052,412	498,353	47.35%	
Total Police and Fire Safety		3,355,973	137,408	3,492,231	1,638,254	46.91%	

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget	
Buildings and Operations							
Non-Departmental							
	Salaries and Benefits	\$ 228,690		228,690	\$ 210,569	92.08%	PERS unfunded liability
	Employee Related Costs	\$ -		-	\$ -	0.00%	
	Services-Personal and Professional	\$ -		-	\$ 1,394	0.00%	
	Insurance, Licenses, and Taxes	\$ 1,325		1,325	\$ 1,429	107.85%	
	Materials and Supplies	\$ 100		100	\$ -	0.00%	
	Debt Service	77,378		77,378	76,208	98.49%	
	Transfers out	\$ 75,000	-	75,000	\$ 35,000	46.67%	
	Total Non-Departmental	382,493	-	382,493	324,600	84.86%	
Planning and Zoning							
	Salaries and Benefits	\$ 130,118		130,118	\$ 41,527	31.91%	
	Employee Related Costs	\$ 2,200	950	3,150	\$ 2,300	73.02%	recruitment
	Services-Personal and Professional	\$ 124,500	(60,000)	64,500	\$ 25,348	39.30%	Hiring of Planner
	Facilities Expense	\$ 15,000		15,000	\$ 3,773	25.15%	
	Materials and Supplies	\$ 4,000	1,850	5,850	\$ 5,051	86.34%	Parcel quest
	Miscellaneous Expenses	\$ -	400	400	\$ 395	98.75%	
	Total Planning	275,818	(56,800)	219,018	78,394	35.79%	
Community Promotion and Visitors							
	Salaries and Benefits	\$ 12,587		12,587	\$ 8,680	68.96%	
	Grounds Maintenance	\$ 14,200		14,200	\$ 4,623	32.56%	
	Materials and Supplies	\$ -	400	400	\$ 398	99.50%	
	Miscellaneous Expenses	\$ 112,600	15,450	128,050	\$ 32,572	25.44%	VB increase, small amt Event exp
	Transfers out	\$ -		-	\$ -	0.00%	
	Capital Outlay	\$ -		-	\$ -	0.00%	
	Total Community Promotion	139,387	15,850	155,237	46,273	29.81%	
Public Works Administration							
	Salaries and Benefits	\$ 157,154		157,154	\$ 69,485	44.21%	
	Employee Related Costs	\$ 1,500		1,500	\$ 183	12.20%	
	Services-Personal and Professional	\$ 6,000		6,000	\$ 2,293	38.22%	
	Facilities Expenses	\$ 3,000		3,000	\$ 1,686	56.20%	
	Maintenance and Repairs	\$ 350		350	\$ 21	6.00%	
	Materials and Supplies	\$ 100	500	600	\$ 599	99.83%	CAD system
	Total Public Works Administration	168,104	500	168,604	74,267	44.05%	
Building & Safety Inspection							
	Salaries and Benefits	\$ -		-	\$ -	0.00%	
	Employee Related Costs	\$ -		-	\$ -	0.00%	
	Services-Personal and Professional	\$ 60,000	20,000	80,000	\$ 38,337	47.92%	Bldg inspection
	Facilities Expenses	\$ 425		425	\$ 173	40.71%	
	Maintenance and Repairs	\$ -		-	\$ -	0.00%	
	Materials and Supplies	\$ -	750	750	\$ 738	98.40%	
	Total Building Inspection	60,425	20,750	81,175	39,248	48.35%	
Government Buildings							
	Salaries and Benefits	\$ 15,384		15,384	\$ 15,456	100.47%	
	Services-Personal and Professional	\$ -		-	\$ -	0.00%	
	Facilities Expenses	\$ 30,000		30,000	\$ 7,485	24.95%	
	Maintenance and Repairs	\$ 25,100	38,000	63,100	\$ 49,756	78.85%	Generator replacement
	Materials and Supplies	\$ 150		150	\$ -	0.00%	
	Miscellaneous Expenses	\$ 360		360	\$ 145	40.28%	
	Capital Outlay	\$ -		-	\$ -	0.00%	
	Total Government Buildings	70,994	38,000	108,994	72,842	66.83%	
Total Buildings and Operations		1,097,221	18,300	1,115,521	635,624	56.98%	

**City of Mt. Shasta Mid-Year
Operating Budget
2023-2024**

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
Public Works Department						
Central Garage						
	Salaries and Benefits	\$ 99,680		99,680	\$ 38,035	38.16%
	Employee Related Costs	\$ 600		600	\$ 716	119.33%
	Insurance, Licenses, and Taxes	\$ 475		475	\$ 404	85.05%
	Facilities Expenses	\$ 8,580		8,580	\$ 2,191	25.54%
	Maintenance and Repairs	\$ 26,500	9,000	35,500	\$ 20,357	57.34% Loader tires
	Materials and Supplies	\$ 12,700	3,300	16,000	\$ 7,964	49.78% Parcel Quest
	Miscellaneous Expenses	\$ -		-	\$ -	0.00%
	Capital Outlay	\$ -		-	\$ -	0.00%
	Total Central Garage	148,535	12,300	160,835	69,667	43.32%
Streets and Roadways						
	Salaries and Benefits	\$ 216,790	-	216,790	\$ 56,585	26.10% FEMA allocaion supported with timecards
	Employee Related Costs	\$ -		-	\$ -	0.00%
	Services-Personal and Professional	\$ -	3,250	3,250	\$ 3,250	100.00% Land Survey
	Maintenance and Repairs	\$ 65,000		65,000	\$ 60,593	93.22%
	Materials and Supplies	\$ 2,800		2,800	\$ 4,915	175.54%
	Total Streets	284,590	3,250	287,840	125,343	43.55%
Streets - Landscape Maintenance						
	Salaries and Benefits	\$ 12,764		12,764	\$ 1,107	8.67%
	Employee Related Costs	\$ -		-	\$ -	0.00%
	Services-Personal and Professional	\$ -		-	\$ -	0.00%
	Materials and Supplies	\$ 200	-	200	\$ -	0.00%
	Total Streets - Landscape Maintenance	12,964	-	12,964	1,107	8.54%
Street Cleaning						
	Salaries and Benefits	\$ 25,525		25,525	\$ 12,349	48.38%
	Maintenance and Repairs	\$ 13,000		13,000	\$ 9,016	69.35%
	Materials and Supplies	\$ -		-	\$ 17.00	#DIV/0!
	Total Street Cleaning	38,525	-	38,525	21,382	55.50%
Traffic Safety						
	Salaries and Benefits	\$ 27,972		27,972	\$ 12,462	44.55%
	Facilities Expenses	\$ 16,500		16,500	\$ 5,740	34.79%
	Maintenance and Repairs	\$ 13,500		13,500	\$ 3,827	28.35%
	Materials and Supplies	\$ 500		500	\$ -	0.00%
	Capital Outlay	\$ -		-	\$ -	#DIV/0!
	Total Traffic Safety	58,472	-	58,472	22,029	37.67%
Snow Removal						
	Salaries and Benefits	\$ 55,943		55,943	\$ 9,216	16.47%
	Employee Related Costs	\$ 600		600	\$ -	0.00%
	Maintenance and Repairs	\$ 20,000		20,000	\$ 2,754	13.77%
	Materials and Supplies	\$ 23,700		23,700	\$ 106	0.45%
	Capital Outlay	\$ -		-	\$ -	0.00%
	Total Snow Removal	100,243	-	100,243	12,076	12.05%
Total Public Works Department						
		643,329	15,550	658,879	251,604	38.19%
Transfer out						
	Total General Fund Expenditures	6,489,672	223,758	6,712,280	3,275,100	48.79%
Net Revenues / (Expenses)						
		(476,026)	(45,254)	(520,130)	(1,112,571)	
Contingency Reserve						
	Ending General Fund Balance (June 30) Reserves	1,673,525	1,628,271	1,629,421	1,036,980	
		27.83%		26.31%		

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
		Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts 2022-2023	December Actual 2023-2024	
EQUIPMENT REPLACEMENT FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 159,813		159,813	\$ 159,813	
	Revenues					
	Interest and Rental Revenues	\$ -	-	-	\$ -	
	Transfers In From Other Funds	\$ 75,000		75,000	\$ 35,000	46.67%
	Expenditures					
	Capital Outlay	\$ -	57,090	57,090	\$ 57,090	Skid Steer, snow removal
	Net Revenues / (Expenditures)	\$ 75,000		75,000	\$ (22,090)	
	Ending Fund Balance (June 30) Reserves	\$ 234,813		234,813	\$ 137,723	

**City of Mt. Shasta Mid-Year
Operating Budget
2023-2024**

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
DEVELOPMENT IMPACT MITIGATION FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 40,499		40,499	\$ 40,499	
	Revenues					
	Interest and Rental Revenues	\$ 100		100	\$ -	0.00%
	DI Fees	\$ -		-	\$ -	
	Expenditures					
	Capital Outlay	\$ -		-	\$ -	
	Net Revenues / (Expenditures)	\$ 100		100	\$ -	
	Ending Fund Balance (June 30) Reserves	\$ 40,599		40,599	\$ 40,499	
TRANSPORTATION FUND (LTC)						
	Beginning Fund Balance (July 1) Carryover	\$ 542,130		542,130	\$ 542,130	
	Revenues					
	Interest and Rental Revenues	\$ 1,000		1,000	\$ -	
	County Processed Subventions	\$ 83,000	60,922	143,922	\$ -	Information 23-34 received Dec 23
	Expenditures					
	Services-Personal and Professional	\$ -	126,500	126,500	\$ 43,372	34.29% Trans Plan Lake/ Chestnut/Castle/PedX, I
	STAGE	\$ 82,000	621	82,621	\$ -	Stage
	Capital Outlay	\$ -		-	\$ -	
	Net Revenues / (Expenditures)	\$ 2,000		(64,199)	\$ (43,372)	
	Ending Fund Balance (June 30) Reserves	\$ 544,130		477,931	\$ 498,758	
TRANSPORTATION PROJECTS FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 768		768	\$ 768	
	Revenues					
	State Subventions and Grants - 920,921,922		9,600	9,600	\$ -	STIP two projects
	Other Reimbursements	\$ -		-	\$ -	MS Blvd, Lake Street
	Expenditures					Pending Lake Street expanded plan
	Services-Personal and Professional - 920	\$ -		-	\$ -	
	Capital Outlay - 920	\$ -		-	\$ -	
	Services-Personal and Professional - 921&922		9,600	9,600	\$ 9,519	
	Special Project Expense - 921&922	\$ -		-		
	Net Revenues / (Expenditures)	-		-	\$ (9,519)	
	Ending Fund Balance (June 30) Reserves	768		768	\$ (8,751)	
GAS TAX - GENERAL CONSTRUCTION (2105)						
	Beginning Fund Balance (July 1) Carryover	\$ 54,614		54,614	\$ 54,614	
	Revenues					
	State Subventions and Grants	\$ 21,287		21,287	\$ 9,978	46.87%
	Interest and Rental Revenues	\$ 100		100	\$ 55	55.00%
	Transfers In to Other Funds	\$ -		-		
	Expenditures					
	Services-Personal and Professional	\$ -	6,500	6,500	\$ -	McCloud Ave Engineering
	Capital Outlay	\$ -		-	\$ -	
	Net Revenues / (Expenditures)	\$ 21,387		14,887	\$ 64,647	
	Ending Fund Balance (June 30) Reserves	\$ 76,001		69,501	\$ 64,647	
GAS TAX - CONSTRUCTION (2106)						
	Beginning Fund Balance (July 1) Carryover	\$ 132,531		132,531	\$ 132,531	
	Revenues					
	State Subventions and Grants	\$ 52,463		52,463	\$ 26,930	51.33%
	Interest and Rental Revenues	\$ 300		300	\$ 134	44.67%
	Expenditures					
	Services-Personal and Professional	\$ -		-	\$ -	
	Transfer Out	\$ -		-	\$ -	
	Capital Outlay	\$ -		-	\$ -	
	Net Revenues / (Expenditures)	\$ 52,763		52,763	\$ 27,064	
	Ending Fund Balance (June 30) Reserves	\$ 185,294		185,294	\$ 159,595	

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
GAS TAX - MAINTENANCE (2107)						
Beginning Fund Balance (July 1)	Carryover	\$ 93,122		93,122	\$ 93,122	
Revenues						
State Subventions and Grants		\$ 119,600		119,600	\$ 11,351	9.49%
Interest and Rental Revenues		\$ 300		300	\$ 93	31.00%
Expenditures						
Services-Personal and Professional		\$ -	112,700	112,700	\$ -	Preparation for chip seal and/or paving
Maintenance and Repairs		\$ -		-	\$ -	
Capital Outlay		\$ -		-	\$ -	
Transfers Out to Other Funds		\$ 100,000		100,000	\$ -	Snow reimbursement
Net Revenues / (Expenditures)		\$ 19,900		(92,800)	\$ 11,444	
Ending Fund Balance (June 30)	Reserves	\$ 113,022		322	\$ 104,566	
GAS TAX - ENGINEERING (2107.5)						
Beginning Fund Balance (July 1)	Carryover	\$ 10,863		10,863	\$ 10,863	
Revenues						
State Subventions and Grants		\$ 1,000		1,000	\$ 1,000	100.00%
Interest and Rental Revenues		\$ 50		50	\$ 11	22.00%
Expenditures						
Services-Personal and Professional		\$ -	11,500	11,500	\$ -	Engineering Prep
Net Revenues / (Expenditures)		\$ 1,050	11,500	(10,450)	\$ 1,011	
Ending Fund Balance (June 30)	Reserves	\$ 11,913		413	\$ 11,874	
GAX TAX - ROAD MAINTENANCE						
Beginning Fund Balance (July 1)	Carryover	\$ 260,073		260,073	\$ 260,073	
Revenues						
State Subventions and Grants		\$ 80,192		80,192	26,941	33.60%
Interest and Rental Revenues		\$ 850		850	249	29.29%
Expenditures						
Services-Personal and Professional		\$ -	125,800	125,800	-	Preparation for chip seal and/or paving
Net Revenues / (Expenditures)		\$ 81,042		(44,758)	27,190	
Ending Fund Balance (June 30)	Reserves	\$ 341,115		215,315	287,263	
COMBINED GAS TAX FUNDS BALANCE		\$ 727,345	-	470,845	627,945	
DRAINAGE OPERATIONS FUND						
Beginning Retained Earnings (July 1)	Carryover	\$ (41,944)	41,944	-	\$ 623,277	Transfer for 22/23 into here Prop 218 needed negative 42K cash
Revenues						
Interest and Rental Revenues		\$ 250		250	\$ 119	47.60%
Current User Fees		\$ 25,000	62,925	87,925	\$ 12,582	14.31%
Transfer In		\$ -	29,038	29,038	\$ -	0.00%
Total Revenue		\$ 25,250		117,213	\$ 12,701	10.84%
Expenditures						
Salaries and Benefits		\$ 21,361		21,361	\$ 14,225	66.59%
Services-Personal and Professional		\$ 44,000		44,000	\$ 25,293	57.48%
Insurance, Licenses, and Taxes		\$ 1,000		1,000	\$ 488	48.80%
Maintenance and Repairs		\$ -	1,000	1,000	\$ 966	96.60%
Materials and Supplies		\$ -		-	\$ -	0.00%
Capital Outlay		\$ -		-	\$ -	0.00%
Administrative Allocation		\$ 5,000		5,000	\$ 2,500	50.00%
Total Expenditures		\$ 71,361		44,852	\$ 43,472	
Net Revenues / (Expenditures)		\$ (46,111)		15,814	\$ (30,771)	
Ending Retained Earnings (June 30)	Reserves	\$ (88,055)		15,814	\$ 592,506	
DRAINAGE IMPROVEMENT FUND						
Beginning Fund Balance (July 1)	Carryover	\$ 29,038		29,038	29,038	
Revenues						
Interest and Rental Revenues		\$ -		-	-	0.00%
Current User Fees		\$ 1,000		1,000	-	0.00%
Total Revenue		\$ 1,000		1,000	-	0.00%
Expenditures						
Services-Personal and Professional;		\$ -		-	-	0.00%
Transfer Out		\$ -	29,038	29,038	-	
Capital Outlay		\$ -		-	-	0.00%
Total Expenditures				-	-	0.00%
Net Revenues / (Expenditures)		\$ 2,000		(27,038)	-	
Ending Fund Balance (June 30)	Reserves	\$ 31,038		2,000	29,038	

**City of Mt. Shasta Mid-Year
Operating Budget
2023-2024**

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
SOLID WASTE COLLECTIONS FUND						
	Beginning Retained Earnings (July 1) Carryover	\$ 88,971		88,971	88,971	
	Revenues					
	Interest and Rental Revenues	\$ 12,800		12,800	5,681	44.38%
	Processing Fees	\$ 15,000		15,000	8,355	55.70%
	Bin Rental	\$ -		-	-	0.00%
	Commerical recyclin fees	\$ 13,800		13,800	8,269	59.92%
	Current User Fees	\$ 1,160,000		1,160,000	649,020	55.95%
	Total Revenue	\$ 1,201,600		1,201,600	671,325	55.87%
	Expenditures					
	Salaries and Benefits			-	-	
	Services-Personal and Professional	\$ 1,100,000		1,100,000	531,099	48.28%
	Insurance, Licenses, and Taxes	\$ 4,500		4,500	336	7.47%
	Maintenance and Repairs	\$ -		-	-	0.00%
	Materials and Supplies	\$ -		-	-	0.00%
	Miscellaneous Expenses	\$ 5,000		5,000	4,405	88.10%
	Franchise fee (Transfer)	\$ 46,400		46,400	-	0.00%
	Administrative Allocation	\$ 15,000		15,000	7,500	50.00%
	Total Expenditures	\$ 1,170,900		1,170,900	543,340	
	Net Revenues / (Expenditures)	\$ 30,700		30,700	127,985	
	Ending Retained Earnings (June 30) Reserves	\$ 119,671		119,671	216,956	
SOLID WASTE IMPROVEMENT FUND						
	Beginning Retained Earnings (July 1) Carryover	\$ 131,075		131,075	131,075	Transfers at year end
	Revenues - transfer in Franchise Fee	46,400		46,400	-	
	Interest earnings	400		400	-	
	Total Revenue	46,800		46,800	-	
	Expenditures					
	Total Expenditures	-	-	-	-	
	Net Revenues / (Expenditures)	46,400	-	46,800	-	
	Ending Retained Earnings (June 30) Reserves	177,475	-	177,875	131,075	
WATER OPERATIONS FUND						
	Beginning Working Capital (July 1) Carryover	\$ 16,959,419		16,959,419	16,959,419	
	Revenues					
	Interest and Rental Revenues	\$ 6,500		6,500	3,447	53.03%
	Current User Fees	\$ 705,500		705,500	414,729	58.79%
	Grant	\$ -		-	-	
	Total Revenues	\$ 712,000		712,000	418,176	
	Expenditures					
	Salaries and Benefits	\$ 218,604		218,604	112,443	51.44%
	Employee Related Costs	\$ 8,000		8,000	900	11.25%
	Services-Personal and Professional	\$ 53,974	12,000	65,974	33,066	50.12% PRV analysis Rockfellow
	Insurance, Licenses, and Taxes	\$ 30,950		30,950	15,132	48.89%
	Facilities Expenses	\$ 18,300		18,300	4,563	24.93%
	Maintenance and Repairs	\$ 86,500		86,500	20,585	23.80%
	Materials and Supplies	\$ 7,400	3,700	11,100	9,758	87.91% Steel Plates for coverage
	Debt Service Expenditure	\$ 9,625		9,625	9,428	97.95%
	Capital Outlay	\$ -		-	-	
	Administrative Allocation	\$ 65,000		65,000	32,500	50.00%
	Transfers Out to Other Funds	\$ -		-	-	
	Total Expenditures	\$ 498,353	(15,700)	514,053	238,375	
	Net Revenues / (Expenditures)	\$ 213,647		197,947	179,801	
	Ending Retained Earnings (June 30) Reserves	\$ 17,173,066		17,157,366	17,139,220	
	Designated Retained Earnings					

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget	
WATER IMPROVEMENTS FUND							
Beginning Fund Balance (July 1)	Carryover	\$ (156,823)		(156,823)	(156,823)		
Revenues							
Grant Funding							
Tank 1 & Roseburg 945		\$ -		-	-		
CDBG Pine Street 947		\$ -	12,119	12,119	-		
Water Distribution System 912		\$ -	9,771	9,771	-		
IRWM Oak Street 910		\$ 1,010,000		1,010,000	-		
Interest		\$ -		-	-		
Current User Fees		\$ 5,100		5,100	190	3.73%	
Expenditures							
Services-Personal and Professional;		\$ -	10,000	10,000	9,452	94.52%	Springhill Storage
Tank 1 Roseburg Replacement Project 945		\$ -		-	-		
CDBG Pine Street 947		\$ -	12,119	12,119	12,119	100.00%	
Springhill Water Supply Project 946		\$ -		-	-	0.00%	
IRWM Oak Street 910		\$ 1,010,000		1,010,000	613,176	60.71%	
Water Distribution System		\$ -	9,771	9,771	-	0.00%	
Transfers Out to Other Funds		\$ -		-	-	0.00%	
Net Revenues / (Expenditures)		\$ 5,100		(4,900)	(634,557)		
Ending Fund Balance (June 30)	Reserves	\$ (151,723)		(161,723)	(791,380)		
COMBINED WATER FUNDS BALANCE		\$ 17,021,343	-	16,995,643	16,347,840		
WASTEWATER OPERATIONS FUND							
Beginning Working Capital (July 1)	Carryover	\$ 38,810,271		38,810,271	38,810,271		
Revenues							
Interest and Rental Revenues		\$ 18,000		18,000	11,312	62.84%	
Current User Fees		\$ 2,498,967		2,498,967	1,301,208	52.07%	
Other Miscellaneous Revenues		\$ 14,000		14,000	4,785	34.18%	
Transfer In		\$ -		-	-	0.00%	
Total Revenues		\$ 2,530,967		2,530,967	1,317,305		
Expenditures							
Field System Service							
Salaries and Benefits		\$ 182,950		182,950	52,504	28.70%	
Employee Related Costs		\$ 3,000		3,000	-	0.00%	
Services-Personal and Professional		\$ 9,000	25,000	34,000	592	1.74%	manhole design replacement
Insurance, Licenses, and Taxes		\$ 16,000		16,000	5,251	32.82%	
Facilities Expenses		\$ 6,000		6,000	2,109	35.15%	
Maintenance and Repairs		\$ 19,500		19,500	9,212	47.24%	
Materials and Supplies		\$ 7,100		7,100	6,052	85.24%	
Debt Service Expenditure		\$ 106,407		106,407	36,044	33.87%	
Capital Outlay		\$ -	15,000	15,000	-	0.00%	new line Oak Street Alley
Administrative Allocation		\$ 75,400	6,824	82,224	41,112	50.00%	
Total System Expenditures		\$ 425,357		425,357	152,876		
Treatment Plant Operations							
Salaries and Benefits		\$ 329,222	10,000	339,222	167,375	49.34%	Overtime
Employee Related Costs		\$ 5,600		5,600	817	14.59%	
Services-Personal and Professional		\$ 69,200		69,200	13,107	18.94%	
Insurance, Licenses, and Taxes		\$ 94,100		94,100	71,858	76.36%	
Facilities Expenses		\$ 52,700		52,700	52,307	99.25%	
Maintenance and Repairs		\$ 25,900		25,900	8,473	32.71%	
Materials and Supplies		\$ 81,500		81,500	40,920	50.21%	
Debt Service Expenditure		\$ 200,000	264,116	464,116	464,116	100.00%	Interim interest CoBank WWTP
Capital Outlay		\$ -		-	-	0.00%	
Administrative Allocation		\$ 114,400		114,400	57,200	50.00%	
Total Plant Expenditures		\$ 972,622		1,246,738	876,173		
Total Wastewater Operations Expenses		\$ 1,397,979		1,672,095	1,029,049		
Net Revenues / (Expenditures)		\$ 1,132,988		858,872	288,256		
Ending Retained Earnings (June 30)	Reserves	\$ 39,943,259		39,669,143	39,098,527		

**City of Mt. Shasta Mid-Year
Operating Budget
2023-2024**

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
WASTEWATER IMPROVEMENTS FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 550,928		550,928	550,928	
	Revenues					
	Interest and Rental Revenues	-		-	-	
	Current User Fees	5,000		5,000	4,684	
	Total Revenue			5,000	4,684	
	Expenditures					
	Services-Personal and Professional;	-		-	-	
	Capital Outlay	-		-	-	
	Transfers Out to Other Funds	-		-	-	
	Net Revenues / (Expenditures)	5,000		5,000	4,684	
	Ending Fund Balance (June 30) Reserves	559,078		555,928	555,612	
	COMBINED SEWER FUNDS BALANCE	\$ 40,502,337		40,225,071	39,654,139	
WASTEWATER/ WATER GRANT FUND						
	Beginning Fund Balance (July 1) Carryover	\$(13,701,610)		(13,701,610)	(13,701,610)	
	Revenues					
	Interest and Rental Revenues	\$ -		-	-	
	Interceptor Project 946	\$ 83,500	475,658	559,158	-	
	State Mandated WWTP Grant 945	\$ -		-	-	
	State Mandated WWTP Loan 945	\$ 1,890,000		1,890,000	181,922	
	USDA Grant WWTP 945	\$ -	1,228,540	1,228,540	277,746	
	USDA loan WWTP 945	\$ -		-	-	
	Expenditures					
	Interceptor Project 946	\$ -	559,158	559,158	559,158	
	State Mandated Sewer Project 945	\$ 1,890,000	1,228,540	3,118,540	854,319	
	Project 947	\$ -		-	-	
	PV Project 000	\$ -		-	-	
	Transfers Out to Other Funds	\$ -		-	-	
	Net Revenues / (Expenditures)	\$ 83,500		83,500	(953,809)	
	Ending Fund Balance (June 30) Reserves	\$(13,618,110)		(13,618,110)	(14,655,419)	
	FIRE ASSESSMENT DISTRICT	\$ 111,487	-	111,487	111,487	
	Beginning Fund Balance (July 1) Carryover					
	Revenues					
	Taxes	50,000		50,000	690	
	Sale of Equipment	-		-	-	
	Interest and Rental Revenue	450	-	450	108	
	Miscellaneous Revenue		-	-	-	
	Expenditures					
	Debt Service Expenditures	27,660		27,660	13,830	
	Capital Outlay/Down payment	-	-	-	-	
	Transfer out	-		-	-	
	Net Revenues / (Expenditures)	22,790		22,790	(13,032)	
	Ending Fund Balance (June 30) Reserves	134,277		134,277	98,455	
	SPRINGHILL SEWER ASSESSMENT DISTRICT REDEMPTION FUND					
	Beginning Fund Balance (July 1) Carryover	7,872		7,872	7,872	
	Revenues					
	Taxes	-		-	-	
	Interest and Rental Revenue			-	136	
	Transfer In			-	-	
	Expenditures					
	repayment to land owners			-	-	
	Net Revenues / (Expenditures)	-		-	136	
	Ending Fund Balance (June 30) Reserves	7,872		7,872	8,008	

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
SPRINGHILL SEWER ASSESSMENT DISTRICT BOND ADMIN. FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 132,390		132,390	132,390	
	Revenues					
	Taxes	\$ -		-	-	
	Interest and Rental Revenue	-		-	-	
	Expenditures					
	Services-Personal and Professional	-		-	-	
	Transfer out	-		-	-	
	Net Revenues / (Expenditures)	-		-	-	
	Ending Fund Balance (June 30) Reserves	\$ 132,390		132,390		
COMMUNITY DEVELOPMENT BLOCK GRANTS						
	Beginning Fund Balance (July 1) Carryover	\$ 8,061		8,061	8,061	
	Revenues					
	Interest and Rental Revenue					
	CDBG - Food (000)	197,000	(100,000)	97,000	75,686	
	CDBG - Subsistance (930)	653,000	(350,000)	303,000	233,255	
	CDBG - Technical Assistance (931)	3,500	(2,831)	669	669	
	CDBG - Business Assistance (940)	3,500	(2,643)	857	857	
	CDBG - Micro Enterprise Assistance (943)	3,500	(3,224)	276	276	
	Senior Snow Removal (941)	160,000		160,000	16,124	
	Expenditures					
	Services-Personal and Professional	-		-	-	
	Activity Delivery	-		-	-	
	Development Loans/Grants	-		-	-	
	CDBG - Food (000)	197,000	(100,000)	97,000	77,449	
	CDBG - Subsistance (930)	653,000	(350,000)	303,000	209,571	
	CDBG - Technical Assistance (931)	3,200	(2,531)	669	669	
	CDBG - Business Assistance (940)	3,200	(2,343)	857	857	
	CDBG - Micro Enterprise Assistance (943)	3,200	(2,924)	276	276	
	Senior Snow Removal (941)	160,000	-	160,000	15,851	
	Net Revenues / (Expenditures)	900	(900)	-	22,194	
	Ending Fund Balance (June 30) Reserves	8,961	(900)	8,061	30,255	
CDBG PROGRAM INCOME FUND						
	Beginning Fund Balance (July 1) Carryover	672,173		672,173	672,173	
	Revenues					
	Interest and Rental Revenue	-		-	-	
	Loan Payments	12,000	12,000	24,000	18,132	
	Transfer In	-		-	-	
	Expenditures					
	Professional services	-		-	-	
	Senior Snow removal	-		-	-	
	Development Loans	-		-	-	
	Transfer out	12,000	12,000	24,000	-	transfer happens at the end of the FY
	Net Revenues / (Expenditures)	-		-	18,132	
	Ending Fund Balance (June 30) Reserves	672,173		672,173	690,305	
ECONOMIC ENHANCEMENT FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 91,764		91,764	91,764	
	Revenues					
	Interest and Rental Revenue	-		-	-	
	Loan Payments	-		-	-	
	Transfers In	12,000	12,000	24,000	-	
	Expenditures					
	Professional services	-		-	-	
	Loan Services	-		-	-	
	Development Loans	-		-	-	
	Transfer out	-	5,000	5,000	-	
	Net Revenues / (Expenditures)	12,000		19,000	\$ -	
	Ending Fund Balance (June 30) Reserves	103,764		110,764	91,764	

**City of Mt. Shasta Mid-Year
Operating Budget
2023-2024**

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
FEMA Fund						
	Beginning Fund Balance (July 1) Carryover	\$ -		-	-	
	Revenues					
	Interest and Rental Revenue	-		-	-	
	FEMA/OES Reimbursement	-	113,410	113,410	-	
	Transfers In	-	-	-	-	
	Expenditures					
	City Personnel	-	65,800	65,800	-	reimbursement for City Personnel and equipment use
	Professional Services	-		-	-	To General Fund
	Supplies/ equipment	-	47,610	47,610	-	
	Transfer out	-	113,410	113,410	-	
	Net Revenues / (Expenditures)	0		(113,410)	\$ -	
	Ending Fund Balance (June 30) Reserves	0		(113,410)		
COPS Fund						
	Beginning Fund Balance (July 1) Carryover	107,202		107,202	107,202	
	COPS Supplemental	150,000	15,271	165,271	-	
	Non Government Contribution/Grant/int	5,081		5,081	-	
	Expenditures					
	COPS Expenditures	-	25,957	25,957	25,957	
	Other Miscellaneous Expenses	15,081		15,081	19,246	
	Capital Outlay	70,000	83,100	153,100	153,099	
	Transfers Out	70,000		70,000	35,000	
	Net Revenues / (Expenditures)	-	(93,786)	(93,786)	(233,302)	
	Ending Fund Balance (June 30) Reserves	-		13,416	(233,302)	
BUSINESS IMPROVEMENT DISTRICT FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 69,699		69,699	69,699	
	Revenues					
	Interest, Rental and Contributions	200	-	200	-	
	Current Service Charges	9,500	-	9,500	9,251	
	Expenditures					
	Services-Personal and Professional	10,000	10,000	20,000	1,391	Environmental review and committee exp
	Rental expense	-	13,500	13,500	-	Rental Chestnut Street 6 months
	Capital Outlay	-	-	-	-	
	Debt Service	-	-	-	-	
	Net Revenues / (Expenditures)	(300)	(23,500)	(23,800)	7,860	
	Ending Fund Balance (June 30) Reserves	69,399	(23,500)	45,899	77,559	
SPECIAL PROJECTS GRANT FUND						
	Beginning Fund Balance (July 1) Carryover	\$ 62,959	-	62,959	62,959	
	Revenues					
	IRWM - Trout	115,801		115,801	-	
	IRWM - Dunsmuir	1,000,000		1,000,000	-	
	IRWM - McCloud	253,054		253,054	-	
	Brownfield Old Mill	-		-	-	
	Brownfield Box Factory	-		-	-	
	EDA	-		-	-	
	Brownfield New Mill SDA EPA	674,000		-	-	
	Expenditures					
	IRWM - Trout	115,801		115,801	-	
	IRWM - Dunsmuir	1,000,000		1,000,000	-	
	IRWM - McCloud	253,054		253,054	-	
	Brownfield Old Mill	-		-	4,823	
	Brownfield Box Factory	-		-	-	
	Brwonfield New Mill SDA EPA	674,000		-	14,506	
	EDA	-		-	-	
	Net Revenues / (Expenditures)	-		-	(19,329)	
	Ending Fund Balance (June 30) Reserves	62,959		62,959	43,630	

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final Budget 2023-2024	Mid Year Budget Adjustment	Mid Year Budget Amounts	December Actual 2023-2024	Year to Date Percent of budget
LIBRARY FUND						
Beginning Fund Balance (July 1)	Carryover	\$ 1,127,490		1,127,490	1,127,490	
Revenues						
Sales Tax		390,000		390,000	137,699	35.31%
Interest and Rental Revenues		1,200		1,200	1,089	90.75%
Contributions				-	-	
Expenditures						
Services-Personal and Professional		170,000		170,000	22,712	13.36%
Insurance, licenses, & taxes		6,100		6,100	2,282	37.41%
Facilities Expenses		11,000		11,000	4,005	36.41%
Maintenance and Repairs		15,500		15,500	13,625	87.90%
Materials and Supplies		12,000		12,000	-	0.00%
Other Miscellaneous Expenses		8,000		8,000	-	0.00%
Capital Outlay		-		-	-	0.00%
Administrative Overhead		5,000		5,000	2,500	50.00%
Net Revenues / (Expenditures)		163,600		163,600	93,664	
Ending Fund Balance (June 30)	Reserves	1,291,090		1,291,090	1,221,154	
Fund Balance Designations						
BEAUTIFICATION PROJECTS FUNDS						
Beginning Fund Balance (July 1)	Carryover	\$ 12,442		12,442	12,442	
Revenues						
Miscellaneous Revenue		\$ -		-	-	
Transfers In from Other Funds		\$ 5,000		5,000	-	
Expenditures						
Materials and Supplies		\$ 11,700		11,700	40	
Other Miscellaneous Expenses		\$ -		-	-	
Net Revenues / (Expenditures)		\$ (6,700)		(6,700)	(40)	
Ending Fund Balance (June 30)	Reserves	\$ 5,742	-	5,742	12,402	
BEAUTIFICATION ENDOWMENT FUND						
Beginning Fund Balance (July 1)	Carryover	\$ 1,736		1,736	1,736	
Revenues						
Interest and Rental Revenues		100		100	259	
Miscellaneous Revenue		-	-	-	-	
Expenditures						
Facilities Expense		450		450	450	
Capital Outlay		-		-	-	
Net Revenues / (Expenditures)		(350)		(350)	(191)	
Ending Fund Balance (June 30)	Reserves	1,386		1,386	1,545	
COMMUNITY ENHANCEMENT FUND						
Beginning Fund Balance (July 1)	Carryover	\$ (45,043)		(45,044)	(45,044)	
Revenues						
Contributions K-9		-		-	183	K-9
Misc Grant Prop 64		5,082		-	-	
Expenditures						
Contributions		-		-	-	
Other Miscellaneous Expenses		5,082		5,082	30,776	
Transfers out		-		-	-	
Net Revenues / (Expenditures)		-		(5,082)	(30,593)	
Ending Fund Balance (June 30)	Reserves	(50,125)		(50,126)	(75,637)	
FIRE - TRAINING & RESCUE						
Beginning Fund Balance (July 1)	Carryover	\$ 515	515	515	515	
Revenues						
Miscellaneous Revenue		\$ -	-	-	-	
Expenditures						
Maintenance and Repairs		\$ -	-	-	-	
Other Miscellaneous Expenses		-		-	-	
Net Revenues / (Expenditures)		\$ -	-	-	-	
Ending Fund Balance (June 30)	Reserves	\$ 515	515	515	515	

*City of Mt. Shasta Mid-Year
Operating Budget
2023-2024*

City of Mt. Shasta

FUND	ACCOUNT GROUP	Final	Mid Year	Mid Year	December	Year to Date
		Budget	Budget	Budget	Actual	
		2023-2024	Adjustment	Amounts	2023-2024	Percent of budget

City Council Agenda Item # 10
Staff Report

Meeting Date: January 11, 2024
To: Mayor and City Council
From: Robert Gibson, Chief of Police

X	Regular
	Consent
	Closed
	Presentation

Subject: First Reading of Ordinance CCO-24-~~XX~~, Amending Chapter
7.60.010 Designation of very high fire hazard severity zones.

Recommendation:

Staff respectfully requests the City Council approve amendments for Mount Shasta Municipal Code Chapter 7.60 High Fire Hazard Severity Zones.

Background & Summary:

The current ordinance has not been updated since 1995 and is very difficult to read for the general public as it is broken down by map grid coordinates. The proposed changes to this ordinance will add the areas identified by the California Fire Marshal and the Mt. Shasta Fire Chief as high fire danger areas. These areas will be denoted utilizing the Genasys (Formerly Zonehaven Zones). This will allow for easy identification for citizens and staff for the areas of high fire danger.

Attachments:

Amended Chapter 7.60 High Fire Hazard Severity Zones.
Map of Genasys Zones

ORDINANCE CCO-24-XX
AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
AMENDING SECTION 7.60.010 OF THE
MT. SHASTA MUNICIPAL CODE

WHEREAS, pursuant to Chapter XI, Section 7, of the California Constitution, the City of Mt. Shasta (“City”) may make and enforce within its limits all local, police, sanitary, and other ordinance and regulations not in conflict with general laws; and

WHEREAS, the City Council of the City of Mt. Shasta may make amendments to the Mt. Shasta Municipal Code as needed; and

WHEREAS, the City Council of the City of Mt. Shasta finds that the current designation of high fire hazard severity zones has not been updated since 1995; and,

WHEREAS, the City Council of the City of Mt. Shasta has determined that the updating of the high fire hazard severity zones will be identified utilizing Genasys Evacuation zone mapping which allows for easier identification for citizens and staff; and

WHEREAS, the City Council of the City of Mt. Shasta has determined that following changes to the Mount Shasta Municipal Code Section 7.60 High Fire Hazard Severity Zones is warranted.

BE IT ORDAINED that the City Council of the City of Mt. Shasta does amend the Mt. Shasta Municipal Code Section 7.60.010 to read as follows:

7.60.010 Designation of very high fire hazard severity zones

The following areas are hereby designated as very high fire hazard severity zones within the City of Mt. Shasta:

- (A) Genasys zone MTS-6132
- (B) Genasys zone MTS-6135
- (C) Genasys Zone MTS-6155
- (D) Genasys zone MTS-6161
- (E) Genasys zone MTS-6224,
- (F) Genasys zone MTS-6227, and
- (G) Genasys zone MTS-6164

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

AYES:
NOES:
ABSENT:

ABSTAIN:

DATED:

ATTEST:

CITY OF MT. SHASTA

Kathryn M. Joyce, Deputy City Clerk

John Stackfleth, Mayor

FORM APPROVED:

John Sullivan Kenny, City Attorney

CERTIFICATION

I HEREBY CERTIFY that the foregoing Ordinance CCO-24-**XX** was introduced, by title only, at a regular meeting of the Mt. Shasta City Council on the **XXth** day of **XX**, and was adopted at a regular meeting of said Council on the **XX**.

Kathryn M. Joyce, Deputy City Clerk



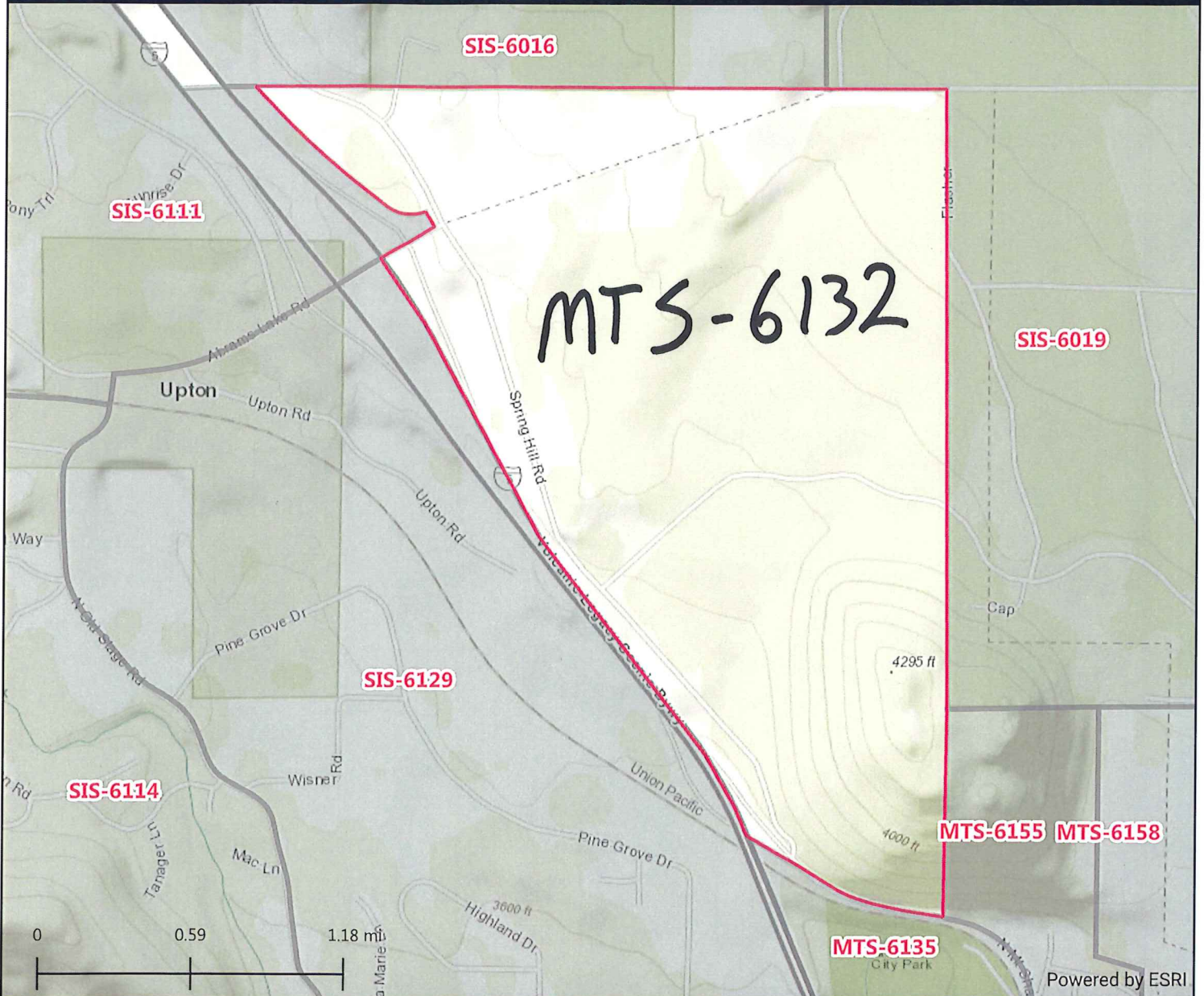
CITY OF MOUNT SHASTA

- North of: North Mount Shasta Boulevard
- South of: Mount Quarry
- East of: Spring Hill Drive, Cascade Wonderland Highway
- West of: Spring Hill Road



US-CA-XSK-MTS-6132

EVACUATION ZONE MAP



ZONE SUMMARY

Population	9	0
Vehicles	1	2
Area	585 acres	
Structures	3	

AGENCY LEADS

Law
Mount Shasta PD
Fire
Mount Shasta City Fire Department

LINKS



CodeRed Sign UP

CRITICAL EVACUATION FACILITIES



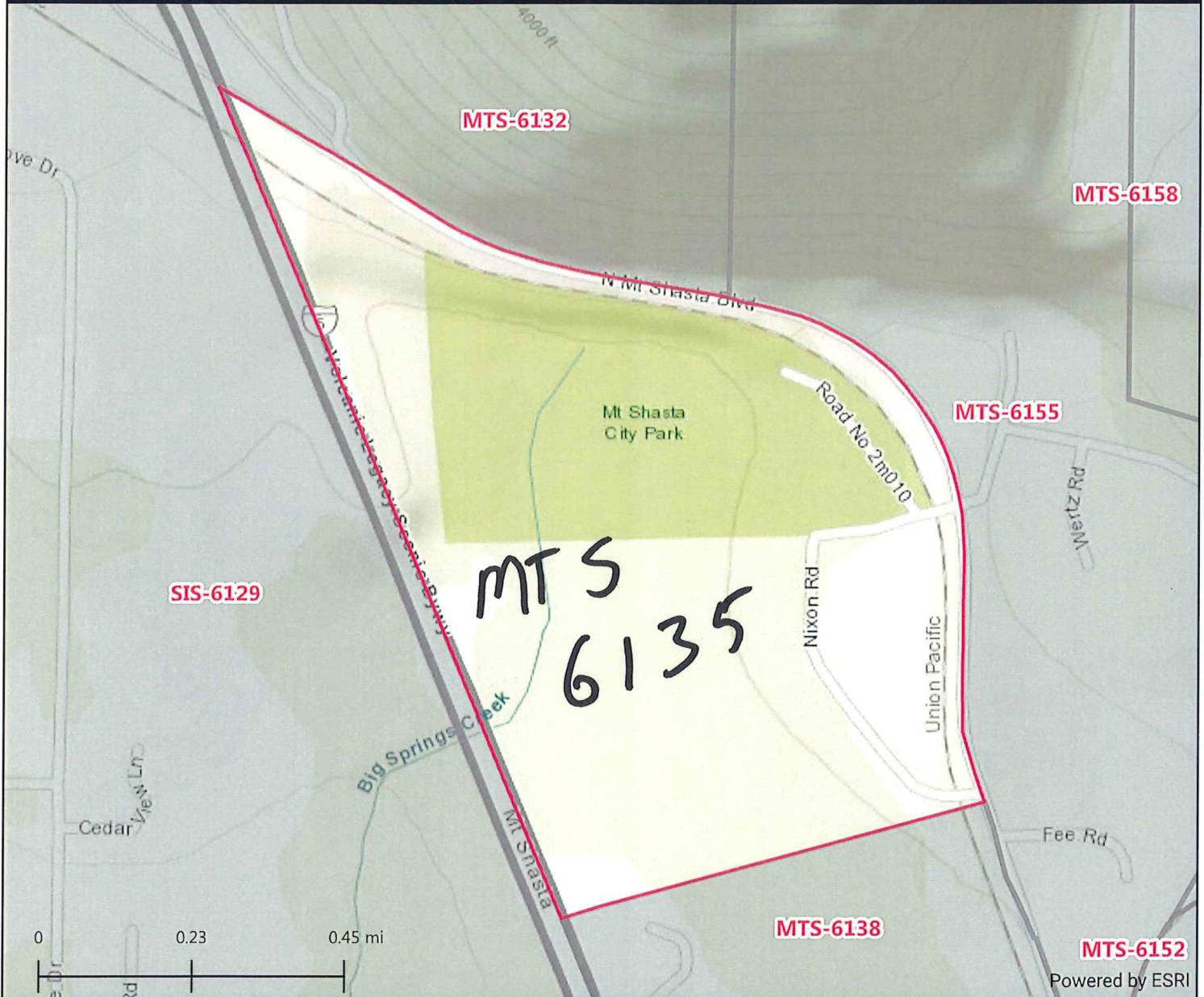
CITY OF MOUNT SHASTA

- North of: Nixon Road
- South of: North Mount Shasta Boulevard
- East of: Cascade Wonderland Highway
- West of: North Mount Shasta Boulevard



US-CA-XSK-MTS-6135

EVACUATION ZONE MAP



ZONE SUMMARY

Population	☀ 6	🌙 10
Vehicles	☀ 4	🌙 8
Area	84 acres	
Structures	10	

AGENCY LEADS

🛡 Law
👮 Mount Shasta PD
🔥 Fire
🚒 Mount Shasta City Fire Department

LINKS



CodeRed Sign UP

CRITICAL EVACUATION FACILITIES



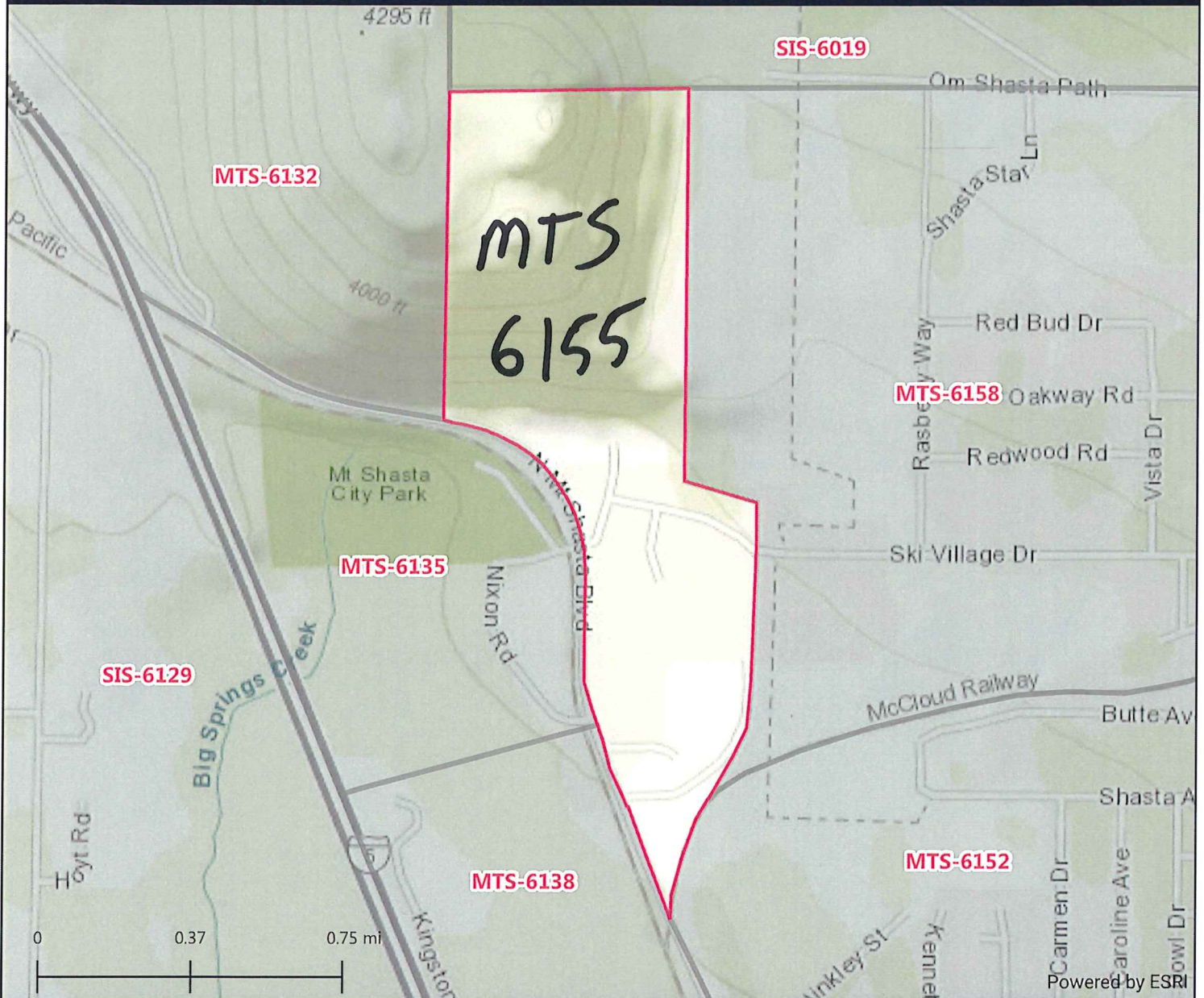
CITY OF MOUNT SHASTA

- North of: North Mount Shasta Boulevard, Road No 2m05
- South of: Spring Hill Road, Road No 2m16
- East of: North Mount Shasta Boulevard
- West of: Ski Village Drive



US-CA-XSK-MTS-6155

EVACUATION ZONE MAP



ZONE SUMMARY

Population	108 35
Vehicles	24 48
Area	101 acres
Structures	49

AGENCY LEADS

Law
Mount Shasta PD
Fire
Mount Shasta City Fire Department

LINKS



CodeRed Sign UP

CRITICAL EVACUATION FACILITIES



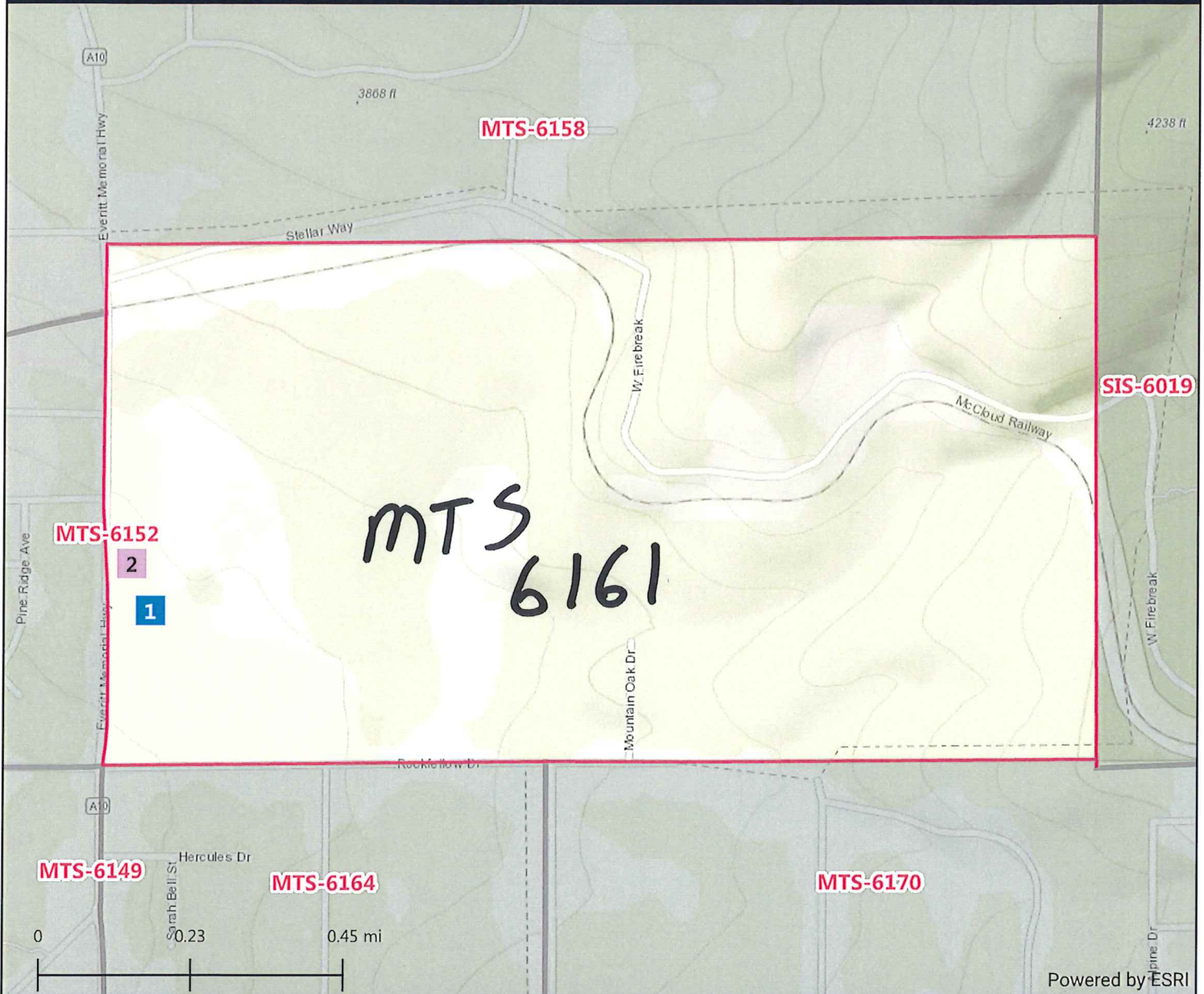
CITY OF MOUNT SHASTA

- North of: Rockfellow Drive
- South of: Stellar Way
- East of: Shasta Avenue
- West of: 40n24



US-CA-XSK-MTS-6161

EVACUATION ZONE MAP



ZONE SUMMARY

	Population	452	33
	Vehicles	14	28
	Area	302 acres	
	Structures	31	

AGENCY LEADS

	Law
	Mount Shasta PD
	Fire
	Mount Shasta City Fire Department

LINKS



CodeRed Sign UP

CRITICAL EVACUATION FACILITIES

1	Mt. Shasta High	286		
2	Shasta Head Start - Mt. Shasta Center	20		
Mt. Shasta City Council Regular Meeting January 22, 2024				



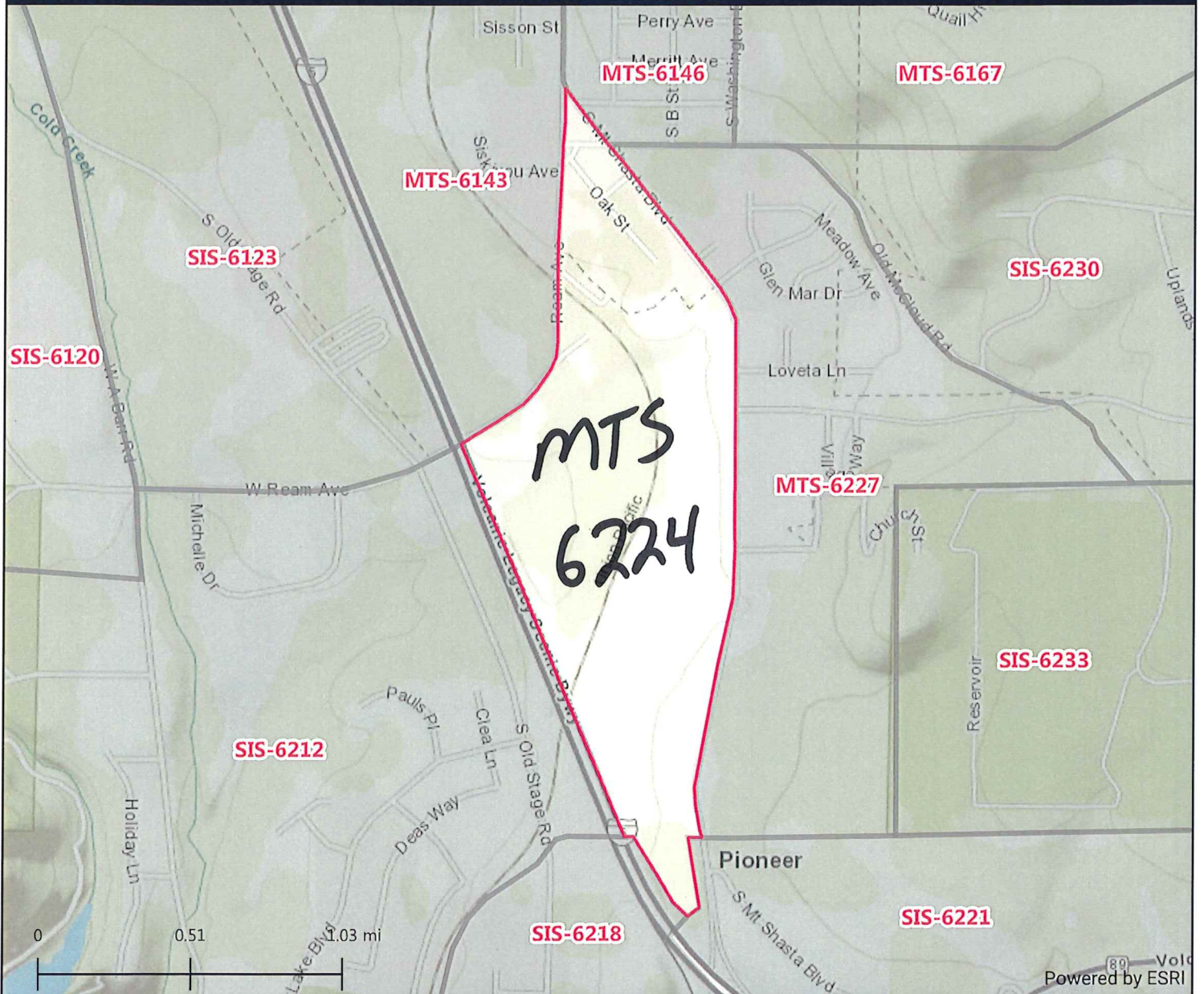
CITY OF MOUNT SHASTA

- North of: South Mount Shasta Boulevard, Cascade Wonderland Highway
- South of: Ream Avenue, South Mount Shasta Boulevard
- East of: Ream Avenue
- West of: South Mount Shasta Boulevard



US-CA-XSK-MTS-6224

EVACUATION ZONE MAP



ZONE SUMMARY

	Population	79	72
	Vehicles	39	78
	Area	159 acres	
	Structures	57	

AGENCY LEADS

	Law
	Mount Shasta PD
	Fire
	Mount Shasta City Fire Department

LINKS



CodeRed Sign Up

CRITICAL EVACUATION FACILITIES



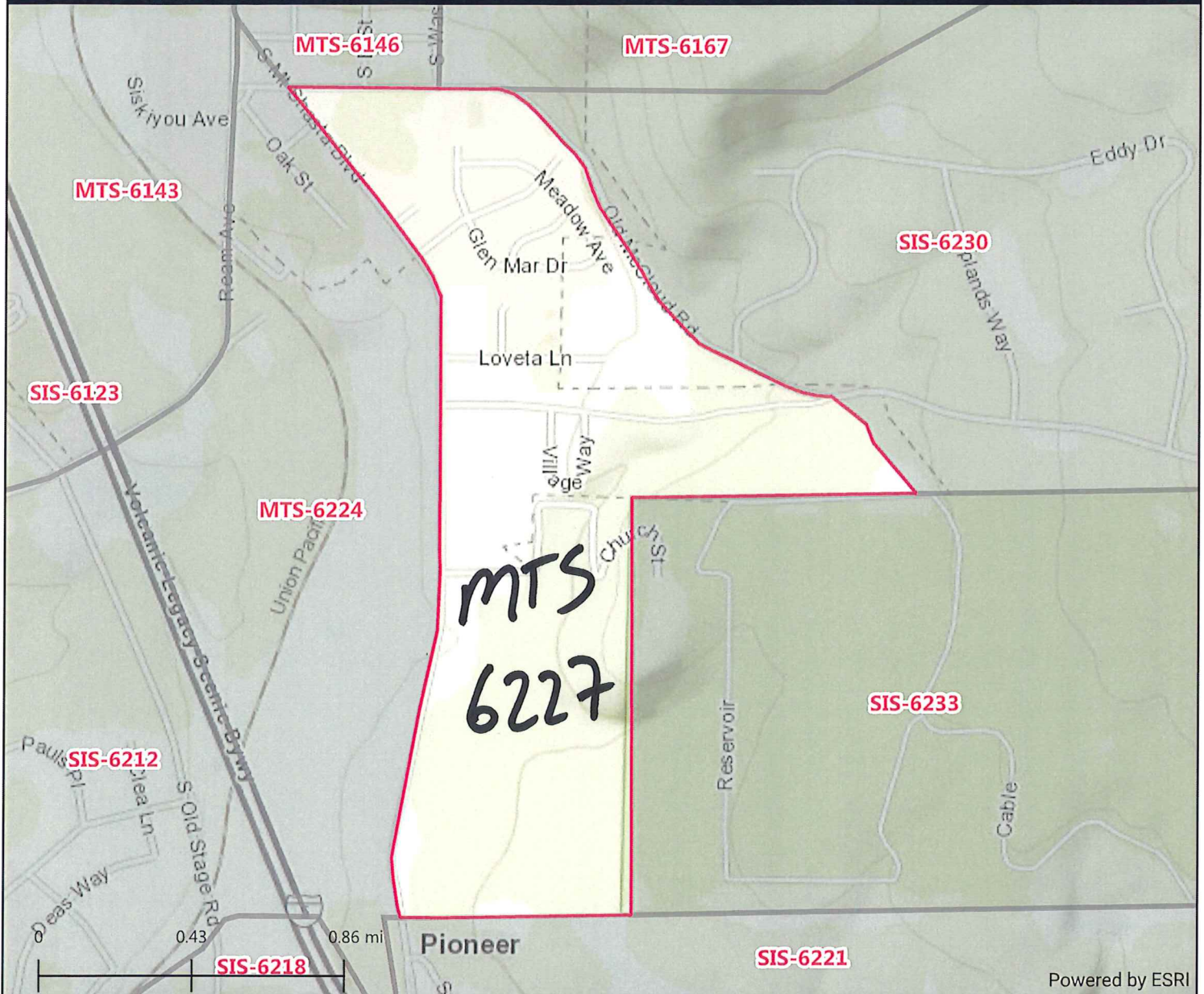
CITY OF MOUNT SHASTA

- North of: Church Street, South Mount Shasta Boulevard
- South of: Old Mccloud Road
- East of: South Mount Shasta Boulevard
- West of: Bear Springs Road



US-CA-XSK-MTS-6227

EVACUATION ZONE MAP



ZONE SUMMARY

	Population	328	339
	Vehicles	149	298
	Area	192 acres	
	Structures	188	

AGENCY LEADS

	Law
	Mount Shasta PD
	Fire
	Mount Shasta City Fire Department

LINKS



CodeRed Sign Up

CRITICAL EVACUATION FACILITIES

Mt. Shasta City Council Regular Meeting January 22, 2024			63



CITY OF MOUNT SHASTA

- North of: South Adams Drive
- South of: Rockfellow Drive
- East of: North Washington Drive
- West of: Jefferson Drive



US-CA-XSK-MTS-6164

EVACUATION ZONE MAP



ZONE SUMMARY

	Population	138	299
	Vehicles	154	308
	Area	141 acres	
	Structures	180	

AGENCY LEADS

	Law
	Mount Shasta PD
	Fire
	Mount Shasta City Fire Department

LINKS



CodeRed Sign UP

CRITICAL EVACUATION FACILITIES

City Council Agenda Item #11
Staff Report

Meeting Date:	January 22, 2024		<table border="1" style="border-collapse: collapse;"><tr><td style="width: 10%; text-align: center;">X</td><td>Regular</td></tr><tr><td></td><td>Consent</td></tr><tr><td></td><td>Closed</td></tr><tr><td></td><td>Presentation</td></tr></table>	X	Regular		Consent		Closed		Presentation
X	Regular										
	Consent										
	Closed										
	Presentation										
To:	Mayor and City Council										
From:	Public Works Director, Ken Kellogg										
Subject:	Updated costs for removal of snow & clearing sidewalks within the downtown parking district										

Recommendation:

Consider the information and associated costs outlined below and provide direction to staff on whether the City should be recovering snow removal costs downtown.

Background & Summary:

Currently, during snowfall events, the City Public Works crew plows snow to the center of the street on N. Mt. Shasta Blvd. from Alma Street, south to Forest Street. It does the same on Chestnut from Ivy, south along N. Mt. Shasta Blvd. After being plowed to the center of the street, the snow is moved a second time. It is loaded into dump trucks and taken to the old mill site and deposited. The process of plowing to the center of the street is directed in the Municipal Code:

12.24.070 Downtown sidewalk snow removal.

MSMC [12.24.070](#) through [12.24.100](#) are established to protect and provide for the safety and general welfare of the public using the “downtown shopping” areas where snow is plowed from the street curb to the center of the street, and establish that sidewalk snow removal is a direct benefit to all businesses and properties within the mandatory removal district. (Ord. CCO-06-01, 2006; Ord. 406 § 8, 1982)

This process of handling the snow twice adds significantly to the cost of clearing the snow from our streets. Last winter (22/23), the city spent \$46,573 on contractors hauling snow to the Old Mill Site. An additional \$48,529 was expended through a force account to prepare the Old Mill Site to allow snow to be deposited, loading the contractor’s trucks, as well as running one City owned truck. The total cost for snow removal last season was \$95,102. The city also spent approximately \$26,133 in force account labor and equipment clearing the downtown sidewalks.

Currently, businesses within the district pay a \$12 annual fee to cover the cost of the snow removal and sidewalk clearing. The origin of this fee is unclear and hasn’t been increased since inception. The Mt Shasta City Council requested that staff determine the actual cost so they could consider recouping the City’s cost.

Once again, using last winter as typical winter, labor and equipment cost the city a total of \$121,235 to haul away and dispose of the snow plowed to the center of the streets and to clear the sidewalks. Half of this cost is reimbursed by the state of California, reducing the city's final cost to \$60,618. There are approximately 178 businesses that currently pay the snow removal fee. So, the cost per business would be $\$60,618 \div 178 = \$340/\text{year}$. Another way to distribute the cost is on a square footage basis. The total square footage of the businesses currently paying the snow removal fee is 251,000 SF. This equates to a cost of $\$0.24/\text{SF}$. This cost projection is preliminary and would need to be examined on a regular basis and adjusted as necessary. Last season was an unusually heavy accumulation of snow and is not the norm.

City Council Agenda Item #12
Staff Report

Meeting Date: January 22nd, 2024
To: Mayor and City Council
From: City Manager, Todd Juhasz

X	Regular
	Consent
	Closed
	Presentation

Subject: Wildfire Prevention Messaging

Recommendation:

Listen to staff conclusions and provide constructive criticism of the proposed approach to messaging issues related to wildfire prevention.

Summary:

At a Council meeting in November, Pat Titus, retired County OES, urged that Council adopt measures to better spread the word on wildfire prevention within the City of Mt Shasta. Mr. Titus suggested ways that we could spread the word on days when the weather poses a high fire risk, consider signage on local trails, and ensure that we communicate with our power provider on ensuring that they are keeping trees under powerlines trimmed.

Staff believes that the City is in a better position to address the issue of disseminating fire prevention and warnings now that Civic Plus has completed the refresh of the City's website. Under the new website configuration, each City department is able to post timely and pertinent information that benefits the public. The Mt Shasta Fire Department has the ability and has been instructed to provide updates and information of public interest related to fire prevention, warnings, and other messaging on an ongoing basis.

Further, the City Manager is in communication with the new Pacific Corp Regional Manager about trimming overgrown trees under power lines located within City limits.

Finally, the City Manager discussed the proposal to provide signage on local trails related to fire prevention with the Fire Chief and other staff. The consensus opinion is that the vast majority of trail users have the common sense not to engage in behavior that sparks wildfires. The concern related to posting signage is that it may spark fires out of spite from a very small segment of the community that are resistant to common sense and/or following rules.