

CITY OF MT. SHASTA

To: Mayor and Councilmembers
From: City Manager Todd Juhasz
Subject: Bi-Weekly Report
Date: March 19, 2024

Mount Shasta PD:

- With the improvement in weather, officers were able start focusing on more traffic safety issues such as excessive speeding both north and south Mt. Shasta Blvd.
- Officers assisted public works with clearing the parking lot behind the old Burger Barn of vehicles so that public works could clean up the lot. One of the vehicles had raw sewage spilling on the pavement.
- The Chief continued working on a graffiti ordinance as well as looking at updating the city parking lot time restrictions.

During the week the department handled 183 calls for service, 8 cases taken, 2 arrest, 53 traffic stops.

City Manager:

- Submitted a Federal RAISE Grant application for the reconstruction of Mt Shasta Boulevard with new active transportation components (i.e. bike lanes, crosswalks)
- Met with the Bay Area Receivership Group (BARG) and the city attorney to strategize for a (then) upcoming court date to seize the owner of 201 Eugene Way's fines for failure to secure the property. We were successful in this effort.
- The seized funds were used to tarp 201 Eugene Street via the property's current owner, the BARG
- Several meetings with the owner of One Shasta and Somach, Simmons, and Dunn to hammer out language that will allow the City to share well rights with the owner of One Shasta.
- Signed agreements for three parcels along Chestnut Street. The agreements will tie up three properties for six months while an environmental assessment is performed and commercial appraisals are completed. Council is considering purchasing the parcels to compensate for lost parking should the Castle Creek daylighting project be completed.
- Approached by a local business owner that would like to sub-lease the structure on the parcels (listed above) for the six-month time frame while the City assess the parcels.
- Prepared for a Finance Committee meeting.
- Submitted new assessor's parcels numbers for inclusion in the Mt Shasta Enhanced Infrastructure Finance District (EIFD) to Kosmont (the City's EIFD consultant).

- Met with the head of the Local Transportation Commission (LTC) about potential inclusion of high priority transportation projects into the State Transportation Improvement Program or STIP.
- Held virtual meetings with partners at Noll and Tam, architectural consultants on the proposed Mt Shasta Library Expansion.
- Met with Mt Shasta Sisson Museum and provided quotes that they will use in one of their exhibits.
- Met with two prospective City Council candidates.
- Ongoing meetings with the County and Sousa Redi-Mix about who will hold lead agency status for the planned expansion into the County of the quarry.
- Met with K2 Development and the Siskiyou County Economic Development Commission (SEDC) to discuss applying for an EPA Climate Resiliency Grant that would fund infrastructure for the Landing. The awards range from between \$10 and \$20 million.
- There is also a scheduled meeting with SEDC and Pinsoneault Holdings, another developer interested in the Landing, to discuss the aforementioned grant opportunity.
- Met with Bob Kendrick of Kendrick Enterprises. He is also interested in phased development of the Landing. He is interested in partnering with a firm that seeks grant funds and build affordable housing as a first phase.
- Made arrangements with Noll and Tam Architects to visit the City on March 14th and 15th, to meet with the Library Expansion Committee, visit the Library, and conduct a public listening session.
- Reviewing a proposed job posting for a new Library Director produced by the Friends of the Library.
- Preparing a job posting to fill the Finance Director position. Muriel has indicated that she plans to retire soon and would like the opportunity to train a new person.
- Met with CalTrans for a kick-off meeting before the City sends out an RFP in support of the Safe Streets for All grant that the City was awarded.
- Meetings with prospective City Council candidates.
- Began Phase 1 Environmental Assessment for 415 Chestnut Street last Friday the 15th
- Working with PACE Engineering on applying for Community Development Block Grant (CDBG) funds for high priority roadway projects
- Preparing Storm Water Drainage Ballot to be sent to residents after the completion of the 45 day public noticing and public comment period.
- Reached out to a local Commercial Appraiser to complete a proposed current commercial valuation of the Landing
- Correspondence with the County, Ken Kellog, USFS, and the Upton Highlands HOA to attempt to get detention ponds built that will stop the flow of mud into City limits.

Mount Shasta Fire:

The Mount Shasta Fire Department responded to 21 calls for the last week.

Medicals/ Vehicle accidents- 15

Public Assist-2

False Alarms-4

10 of the 21 calls were after normal work hours. (6:00 pm to 8:00 am)

- Mount Shasta Fire Department personnel worked through the weeks on general duties as well as keeping the Fire Department clean, sanitized, maintained, and equipment serviced.
- Staff performed Facility inspections.
- Staff performed defensible space inspections.
- Staff did a Wednesday night training on Stokes litter and SCBA fit testing approximately 18:00 to 21:30.
- Chief Burns continued to work on the Wildfire mitigation grant.
- Chief Burns has been working with Kathy on AFG grant and the grant was submitted to FEMA for review.
- Captains Smith and Cervelli went down to the Roseburg property and determined next steps for wildfire mitigation.
- Driver's training has been happening with departments members to certify more staff to drive rigs.
- Staff completed rope rescue training 3-16-24
- Staff completed pump training 3-17-24

Public Works

- Spoke with the owner of the old Burger Express building about possible buyers and uses for the building.
- Reviewed the three (3) quotes for sidewalk, curb and gutter installation at High & Mill Streets. Ledford Concrete was selected as responsible low bid.
- Attended meeting with Patrick Firth of FEMA to discuss reimbursement of funds expended for mudflow from Upton Highlands
- Inspected the site at 201 Eugene where Walberg Excavation has tarped the piles of debris as a preventative measure.
- Attended pre-agenda meeting for upcoming City Council meeting.
- Spoke with owner of a building on the corner of Alder and Lake about sidewalk repair. The sidewalk was damaged by tree roots from a liquid amber situated within the city ROW of Alder. The owner thinks the tree(s) was planted by the city but Google Earth historic photos

seem to indicate it was part of the site landscaping between 1998 and 2005. Owner is offering to do all work including tree, root, and damaged sidewalk removal, and has asked if city will place new concrete sidewalk.

- Attended SS4A meeting on the award of funds for Lake Street.
- Spoke with Johanna Altdorfer about snow removal (again).
- Discussed proposed stormwater fee with Chris Marone and how it would impact his property on Springhill Drive.
- Issued oversized load permit to Bennet Trucking.
- Met with Chris Noll, Architect at Library to answer questions about existing facility.
- Reviewed plans for recent landscaping at Chamber of Commerce and supplied excerpt from current building code that stipulated grading away from structures.
- Met with Amy Lee of Enplan to show her the building and grounds of old Bjers Auto Repair near the corner of Castle and Chestnut. She is conducting preliminary environmental inspection.
- Took photos of existing power meter and signage at WWTP where solar panels tie-into power grid and sent them to Brian LaBrie of Johnson Controls so that design can be completed for placing all remaining solar panels online.
- Met onsite at Field and Chestnut with Jeffrey Pieratt of Pacific Power to discuss moving buried vault to avoid storm drain.
- Attended TEAMS meeting with Jennifer Toney of Water Board and Muriel to discuss parameters of Stormwater Planning Grant.

PW Crew:

Monday – Crew performed monthly delinquent utility billing shut offs, 6 services shut off. Replaced exterior wall pack light at the front of the PW garage. Installed new lighted exit sign at PD main door including new power source wiring. Responded to 2 USA locates. Completed monthly PRV station maintenance checks. Replaced stop sign Repaired potholes with AC cold patch at various locations. Placed no parking signs in Parker Plaza parking lot in preparation of clean up and sweeping. Delivered 6 water shut off notices for the replacement of 3-inch valve on S.B and Sheldon Ave.

Tuesday – Weekly routine Bac-T samples taken and submitted to Pace Labs. 3 PW members completed first aid/CPR course. Repaired potholes with AC cold patch at various locations. Crew exposed 3-inch water line servicing the north side of the 300 block of Sheldon Ave in preparation of valve replacement and found a 3 inch valve that had the stem and gate removed. Confirmed that this water line is fed from the original 6-inch steel line on the south side of Sheldon and also discovered an abandoned 1.5 inch water line that continues on to the north. Responded to 4 USA locates.

Wednesday – Weekly routine samples passed. Siskiyou Fire Equipment completed annual inspection and maintenance of Corp Yard, WWTP and City Hall fire extinguishers. PD towed cars and RV's in Parker Plaza parking lot to allow cleanup of trash and swept parking lot. Replaced 3-

inch gate valve on the line servicing the 300 block of Sheldon Ave. Also cut and capped the 1.5-inch water line that continues to the north. Began backfilling excavations and installed valve can extension for 3-inch valve. Exposed 4-inch steel water line at Perry and S. B. St and found buried 4-inch water valve and connection for 2 inch water line that services the 300 block of Perry. Confirmed that 4-inch valve is functioning. Also exposed 4-inch steel water line at the end of the hospital alley in an attempt to determine a point where this line can be abandoned.

Thursday – Completed backfilling of 3 inch valve on Sheldon Ave and installed G5 box in preparation of pouring concrete collar. Responded to 55 USA locates, 50 locates were related to the power line replacement project.

Friday – Responded to 3 USA locates. Poured concrete collar for 3-inch valve. Continued exposing 4-inch water line at Perry and S.B. St and found 2 inch Corp stop for the line servicing the 200 block of Perry. Replaced 2 snow tow signs at alley entrances.

Saturday –

Sunday – Spring production decreased 107 GPM compared to the previous week. 3/10 1881 GPM. 3/17/2024 1774 GPM.

Oak Street Project. – Project substantially complete. Resolution of punch list items pending.

Planning and Building Services

- Long-Range Planning
 - Housing Element
 - HCD Certification Preliminary Meeting (02/28/2024)
 - HCD Certification Due (031/12/2024)
 - Objective Design Standards
 - Required by State Law (Housing Element Policy)
 - Planning Commission Subcommittee (Findling, McDowell, Saryon) reviewing staff recommendations. Full PC review 02.20.2024. Public Engagement strategy to include Open House (eta 03.2024). First City Council presentation eta 03.2024.
- Development Services
 - PC Items
 - Nest Renovation (305 Old McCloud Rd) approved by Planning Commission (01/16/2024, 6:0 vote). Building Permit submittal 02.20.2024.
 - Objective Design Standards staff presentation 02/20/2024.
 - Ministerial Review

- 526 Chestnut St – Tenant Improvement for Shasta Gravity relocation. Standing by for Building Permit submittal.
- Inquiries
 - Landing (on-going)
 - Tapas / Wine Bar (location tbd)
- Building Division
 - Digital Building Permit review – launched 01/25/2024. Live test case: Summit Lofts ground floor retail space conversion to ADA unit. Still working out the kinks...
 - Building Official Consultant Services Recruitment – [RFP](#) released: 02.02.2024. Proposals due: 03.06.2024.
- Code Enforcement
 - Follow-up on Soul Connections non-conforming sign (interior illumination prohibited downtown). Permit issued in error by contracting City Planner. Elevating to City Attorney to determine what, if any, recourse City may have to enforce.
 - Banner Signs throughout town – researching to determine which ones are legally non-conforming and which ones are not. Planning Commission has identified as priority enforcement item.