

Mt. Shasta City Council Regular Meeting Agenda

Monday, October 12, 2020; 5:30 p.m.

Please note that this meeting is being agendized to allow Council Members, Staff, and the public to participate in this meeting via ZOOM, pursuant to the Governor’s Executive Order N-29-20. Members of the public may remotely listen to and participate in the meeting via the information below:

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/81354415682>

Or Telephone:

US: +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1
312 626 6799

Webinar ID: 813 5441 5682

“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 Roll Call
	2.	Presentation: Pacific Power Presentation, Todd Andres
	3.	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.
	4.	Council and Staff Comments
		CITY COUNCIL BUSINESS
Page 4-25	5.	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. <ol style="list-style-type: none"> a. Approval of Minutes: September 28, 2020 Regular City Council Meeting b. Approval of Disbursements: Accounts Payable, 9/25/2020; Total Gross Payroll and Taxes: For Period Ending 9/20/2020. c. Resolution for Reimbursement from the State Water Board d. Police Department Report: September 2020

<p>Page 26-32</p>	<p>6. Short-Term Rentals Moratorium</p> <p><u>Background:</u> Public input and the increase in nuisance complaints surrounding short-term rentals has led the Planning Department to recommend a review of the regulations surrounding the use. The Planning Commission of the City of Mt. Shasta began reviewing regulations surrounding short-term rentals within the City Limits in May 19, 2020. Since the start of the review of short-term rental regulations and the drafting of a proposed ordinance, the City has seen an influx of property owners applying for short-term rental business licenses to qualify for grandfather status if a short-term rental business cap goes into effect. The sudden increase in requests could result in more nuisance issues for property owners throughout the City due to increased number of short-term rentals and inexperienced or ill-prepared short-term rental managers rushing to gain legal status. Planning will provide a report and recommendation.</p> <p><u>Report By:</u> Juliana Lucchesi, City Planner</p> <p><u>Recommended Council Action:</u> Motion to approve ORDINANCE CCR-20-XX “An Urgency Ordinance of the City Council of the City of Mt. Shasta Placing a 45-Day Moratorium on the Issuance of New Short-term Rental Business Licenses within City Limits Pending Further Study and Adoption of Final Regulatory Standards”, by title only.</p>
<p>Page 33-34</p>	<p>7. Discussion and Possible Action: Future of the City Library</p> <p><u>Background:</u> Staff will review the recommendation of the Library Tax Advisory Committee for Community Staffing Services, LLC to continue to provide library services until a Request for Proposal (RFP) can be drafted for Library Services.</p> <p><u>Report By:</u> Muriel Howarth Terrell, Finance Director</p> <p><u>Recommended Council Action:</u> Approve the Professional Services Agreement for Library Management Services between the City of Mt. Shasta and Community Staffing Services, LLC and authorize the City Manager to execute the Agreement on behalf of the City.</p>
<p>Page 35-36</p>	<p>8. Johnson Controls Solar Project Update Report</p> <p><u>Background:</u> The City selected Johnson Controls as the contractor to implement the City’s solar project. This project was designed to place City Hall, the Police station, Fire station, Corporation Yard and the Sewer Treatment plant on solar power and reduce the City’s carbon imprint.</p> <p><u>Report By:</u> Bruce Pope, City Manager</p> <p><u>Recommended Council Action:</u> Staff respectfully recommends the City Council review the attached report on the present status of the Johnson Control’s Solar project and provide comments to staff; no formal action recommended.</p>

	<p>9. Future Agenda Items (Appearing on the agenda within 60-90 days):</p> <ul style="list-style-type: none">a. Discussion and Possible Action: Goals and Priorities of the City – 10/26/2020b. Crisis Management: City’s Approach – 10/26/2020c. Golden Eagle Charter School: City Street and Alleyway Abandonment – 11/2020d. Short-Term Rental Ordinance – 11/2020e. Drone Ordinance: First Reading – 11/2020f. No Smoking Signage Funding Options – 11/2020g. Presentation by Summit Disposal – TBD
	<p>10. Adjourn</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., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body. 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, persons requiring accommodations for a disability at a public meeting should notify the City Clerk or Deputy City Clerk at least 48 hours prior to the meeting at (530) 926-7510 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.</p>

Mt. Shasta City Council Regular Meeting DRAFT Minutes

September 28, 2020

Please note that this meeting was held to allow Council Members, Staff, and the public to participate via ZOOM, pursuant to the Governor’s Executive Order N-29-20.

“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 Roll Call: At the hour of 5:30 p.m. Mayor John Stackfleth called the meeting to order.
Council Members Present: Redmond, Collings, Stackfleth, Engstrom, Wagner
Council Members Absent: None

2. Presentation: Siskiyou Outdoor Recreation Alliance

3. Public Comment:

Nazara Svitlo – Comments expressing concern about the condition of local creeks and streams.
Gino Fiorucci and Ashley Higge – Review of Mike and Tony’s Restaurant deck proposal.
Bruce Pope, City Manager – Review of parklet program, proposed structure. Brief discussion.

4. Council and Staff Comments:

Bruce Pope, City Manager – Review of fire personnel out-of-county.
Barbara Wagner, Councilmember – Comments about League of Cities annual conference and requested attendance.

CITY COUNCIL BUSINESS

5. Consent Agenda:

COUNCIL ACTION: Approved the following Consent Agenda items. All Resolutions and Ordinances on this agenda, or added hereto, shall be introduced or adopted, as applicable, by title only, and the full reading thereof is hereby waived.

- a. Approval of Minutes: September 9, 2020 Special City Council Meeting, September 14, 2020 Regular City Council Meeting
- b. Approval of Disbursements: Accounts Payable, 9/15/2020; Total Gross Payroll and Taxes: For Period Ending 9/6/2020.
- c. Second Reading and Adoption of CCO-20-06, An Ordinance of the City of Mt. Shasta Rescinding Municipal Code Chapter 10.45 Regulating Parking Violations
- d. Resolution Approving Miscellaneous Bargaining Unit Memorandum of Understanding
- e. Resolution for the acceptance of Treasury Management Services from Tri Counties Bank
- f. Monthly Financial/Investment Report

MOTION TO APPROVE: Stackfleth

SECOND: Redmond

AYES: Redmond, Collings, Stackfleth, Engstrom, Wagner
NOES: None
ABSENT: None
ABSTAIN: None

6. Discussion and Possible Action: 1220 Mt. Shasta Boulevard Water Meters
Rod Bryan, Public Works Director – Review of staff report, proposed project review. Explanation of location of meter boxes, project determining the necessity to move the boxes out of the path of travel. Review of cost to re-route water service and relocate the boxes.
Clarifying questions from Council.
Paul Lennon, Project Applicant – Concerns regarding original placement of meters.
Clarifying questions from Council and Council discussion.
Rod Bryan, Public Works Director – Review of meter installation, specifications and standards.
Clarifying questions from Council.
Bruce Pope, City Manager – Review of City policy, impacts created by development must be paid for by developer.
COUNCIL ACTION: Reaffirm the City of Mt. Shasta current policy regarding developer responsibility for costs for improvement projects.
MOTION: Stackfleth
SECOND: Collings
AYES: Stackfleth, Collings, Redmond, Engstrom, Wagner
NOES: None
ABSENT: None
ABSTAIN: None

7. Discussion and Possible Action: Extension to City Manager’s Existing Contract and Term of Service
Bruce Pope, City Manager – Review of staff report, current contract and proposed two-year extension.
Clarifying questions from Council and Council discussion.
COUNCIL ACTION: Approve Resolution CCR-20-42, extending the term of the City Manager’s contract to September 29, 2022.
MOTION: Redmond
SECOND: Wagner
AYES: Stackfleth, Collings, Redmond, Engstrom, Wagner
NOES: None
ABSENT: None
ABSTAIN: None

CITY COUNCIL/STAFF REPORTING PERIOD

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

COUNCIL ACTION: Reviewed Items a through h. Item added to the October 12, 2020 agenda for an update on the Johnson Controls solar project.

- a. Discussion and Possible Action: Future of the City Library – 10/12/2020
- b. Discussion and Possible Action: Goals and Priorities of the City – 10/26/2020
- c. Golden Eagle Charter School: City Street and Alleyway Abandonment – 10/26/2020
- d. Short-Term Rental Ordinance – 11/2020
- e. Drone Ordinance: First Reading – 11/2020
- f. Crisis Management: City’s Approach - TBD
- g. No Smoking Signage Funding Options - TBD
- h. Presentation by Summit Disposal – TBD

9. Adjourn: There being no further business, the meeting was adjourned at 7:36 p.m.

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

City Council Agenda Item # 5b
Staff Report

Meeting Date: October 12, 2020
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 \$233,906.68.

Background & Summary:

Approval of Check Numbers 45862-45898	\$ 99,296.95
Total Payroll Distribution	\$ 89,315.51
Total EFTPS – CalPERS	\$ 16,885.62
Total Payroll EFTPS Taxes	<u>\$ 28,408.60</u>
	\$ 233,906.68

Financial Impact:

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

Attachments:

- 1.) Check Registers - 9/25/20
- 2.) ACH Payroll Distribution - 9/24/20
- 3.) EFTPS Reports – 9/24/20

Check Register Report

Date: 09/25/2020
 Time: 8:56 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								
45862	09/25/2020	Printed			10229	AMAZON CAPITAL SERVICES	PW# 5, 6, 8	559.32
45863	09/25/2020	Printed			10401	AT&T MOBILITY	Aug20 cell phone service	872.14
45864	09/25/2020	Printed			10402	AT&T MOBILITY FIRSTNET	Aug 20 cell phone service	580.50
45865	09/25/2020	Printed			10429	AXON ENTERPRISE INC	PD tasers	4,386.00
45866	09/25/2020	Printed			11140	BASIC LABORATORY INC.	Water lab services	536.60
45867	09/25/2020	Printed			11156	YOLANDE DIEDRE BELL	Library cleaning Sep 22	111.00
45868	09/25/2020	Printed			11280	BORGES & MAHONEY	WWTP lab supplies	383.32
45869	09/25/2020	Printed			12618	CODE PUBLISHING INC	Muni code updates	3,821.25
45870	09/25/2020	Printed			12877	CYRUN CORPORATION	Alliance PD software 11/04/20-	18,000.00
45871	09/25/2020	Printed			14140	DON ERICKSON OIL INC	City Hall heating oil	181.49
45872	09/25/2020	Printed			15010	FASTENAL COMPANY	Batteries for Fire radios	354.16
45873	09/25/2020	Printed			15030	FERGUSON ENTERPRISES, INC.	Water sys maintenance supplies	385.38
45874	09/25/2020	Printed			34040	GOLD NUGGET PRINTING	#10 envelopes w/permit	653.34
45875	09/25/2020	Printed			17037	HARDY DIAGNOSTICS	WWTP lab supplies	995.61
45876	09/25/2020	Printed			18000	IDEXX LABORATORIES	WWTP lab supplies	6,529.81
45877	09/25/2020	Printed			18073	INT'L CODE COUNCIL, INC.	2020-21 dues - D Smith	145.00
45878	09/25/2020	Printed			20102	PAUL KINKADE	Refund credit 705 Mtn Oak	3,791.07
45879	09/25/2020	Printed			21086	REBECCA LEE	Reimburse for office supplies	21.44
45880	09/25/2020	Printed			22139	MCDOWELL CRAIG	File cabinet key	8.84
45881	09/25/2020	Printed			32070	MOUNTAIN FITNESS CENTER LLC	Sep 20 gym dues deductions	45.00
45882	09/25/2020	Printed			22311	MT SHASTA ENGINEERING	Library project	813.75
45883	09/25/2020	Printed			22317	MT. SHASTA VALERO	Aug 20 fuel	238.71
45884	09/25/2020	Printed			22353	MUNICIPAL MAINTENANCE EQUIP.	PW #34 VacCon parts	9,447.46
45885	09/25/2020	Printed			15240	NATIONWIDE RETIREMENT SOLUTION	09/24/20 457 SIP deductions	2,785.00
45886	09/25/2020	Printed			23023	NATIVE GROUNDS NURSERY	Soil vitamin B1	5.32
45887	09/25/2020	Printed			23058	NORTH STATE ASPHALT	Cold mix	1,085.37
45888	09/25/2020	Printed			25020	PACE CIVIL, INC.	Aug 20 WW Utility Rate Study	24,557.25
45889	09/25/2020	Printed			25080	PACIFIC POWER & LIGHT	Sep 20 electric service	10,038.59
45890	09/25/2020	Printed			27060	REDDING FLEET TRUCK SUPPLY	FD #1613 parts	4,928.49
45891	09/25/2020	Printed			28058	SCOTT RIVER PUMP & IRRIGATION	Freight charges for speed	221.57
45892	09/25/2020	Printed			28430	SISKIYOU COUNTY OFFICE OF	Bulk office supplies	841.38
45893	09/25/2020	Printed			28641	ROBERT SOLUS	Refund utility credit balance	61.75
45894	09/25/2020	Printed			28815	STERLING HEALTH ADMINISTRATION	09/24/20 HSA deductions	265.00
45895	09/25/2020	Printed			29011	TEAMSTERS LOCAL 137	Sep 20 Misc union dues	984.44
45896	09/25/2020	Printed			30004	U.S. BANK EQUIPMENT FINANCE	Oct 20 PD copier maint	163.30
45897	09/25/2020	Printed			30060	UNITED PARCEL SERVICE	Sep 20 shipping charges	59.28
45898	09/25/2020	Printed			31040	VWR SCIENTIFIC	WWTP lab supplies	439.02

Total Checks: 37 **Checks Total (excluding void checks): 99,296.95**

Total Payments: 37 **Bank Total (excluding void checks): 99,296.95**

Total Payments: 37 **Grand Total (excluding void checks): 99,296.95**

Muriel Terrell

From: Tri Counties Bank <tricoties@olbanking.com>
Sent: Wednesday, September 23, 2020 3:06 PM
To: Muriel Terrell
Subject: Tri Counties Bank - ACH Payment Status Change Notification

ACH Notification



Report Date/Time 09/23/20 15:05:25 PDT

This transaction has been successfully completed.

Transaction Number: ACH-00080077

ACH Company: City Mt Shasta

Company Entry Description: ACHTRANS

Payment Date: 09/24/2020

Total Credits: \$89,315.51 (43)

Total Debits: \$0.00 (0)

Status: Completed

CalPERS Electronic Funds Transfer

Date: 9/23/2020

CalPERS ID: 6941008066
 Employer: City of Mt Shasta

Fiscal Year: 2020/2021

Service Period:
 09/06/2020-09/20/2020

Contribution for Defined Benefit - CalPERS

Rate Plan	Type	Amount Outstanding	Amount Paid
Rate Plan 925	Member Contributions		1,134.43
Miscellaneous	Employer Contributions		1,756.58
	Total		\$2,891.01
Rate Plan 926	Member Contributions		426.51
Safety - Fire	Employer Contributions		882.36
	Total		\$1,308.87
Rate Plan 927	Member Contributions		1,120.55
	Employer Contributions		2,315.37
Safety - Police	Comm. Prop. Redeposit		331.92
	Total		\$3,767.84
Rate Plan 25861	Member Contributions		1,282.73
Safety - Fire New	Employer Contributions		1,287.08
	Total		\$2,569.81
Rate Plan 25862	Member Contributions		775.26
Safety - Police New	Employer Contributions		777.88
	Total		\$1,553.14
Rate Plan 27429	Member Contributions		1,717.54
Miscellaneous New	Employer Contributions		1,967.41
	Total		\$3,684.95
	Total		<u>\$15,775.62</u>

Contribution for 457 Supplemental Income Plan - CalPERS

SIP Plan ID	450083	Member Contributions	1,110.00
		Total	<u>\$1,110.00</u>
		Grand Total	<u>\$16,885.62</u>

FEDERAL PAYROLL TAX PAYMENT (EFTPS-941)

PAYROLL PERIOD ENDING: 09/20/20
 PAYROLL DATE: 09/24/20

ACCOUNT NAME:	ACCT.#	AMOUNT
SOCIAL SECURITY	11-000-2110	\$11,901.18
MEDICARE	11-000-2110	\$2,783.34
FED. WITHHOLDING	11-000-2120	\$9,849.64
TOTAL DEPOSIT:		\$24,534.16

EFTPS CONFIRMATION NO: 94804373

EFTPS BANK DEBIT DATE: 9/29/2020

APPROVED: *M Jewell*

Fire Department Standby Backpay payroll taxes added to this ✓

STATE PAYROLL TAX PAYMENT (EDD)		
PAYROLL PERIOD ENDING:		09/20/20
PAYROLL DATE:		09/24/20
ACCOUNT NAME:	ACCT.#	AMOUNT
STATE WITHHOLDING	11-000-2130	\$3,193.06
STATE DISABILITY INS	11-000-2140	\$681.38
TOTAL DEPOSIT:		\$3,874.44
EDD CONFIRMATION # (STATE):		4943691
EDD CONFIRMATION # (SDI):		4943700
EDD BANK DEBIT DATE:		9/29/2020
APPROVED: <i>M Sewell</i>		

Fire Department Standby Backpay payroll taxes added to this

RESOLUTION CCR-20-XX

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
FOR REIMBURSEMENT FROM
THE STATE WATER BOARD**

WHEREAS, the City of Mt. Shasta (the “Agency”) desires to finance the costs of construction and/or reconstructing certain public facilities and improvements relating to its water and wastewater system, including certain treatment facilities, pipelines and other infrastructure (the “Project”); and

WHEREAS, the Agency intends to finance construction and/or reconstruction of the Project or portions of the Project with monies (“Project Funds”) provided by the State of California, acting and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the “Obligations”); and

WHEREAS, prior to either the issuance of the Obligation or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the “Expenditures”) with respect to the Project from available monies of the Agency; and

WHEREAS, the Agency has determined that those monies to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, THE AGENCY DOES HEREBY IT RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The Agency hereby states its intention and reasonable expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.

SECTION 2. The reasonably expected maximum principal amount of Project Funds is \$4,135,000.

SECTION 3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend monies for the construction portion of the Project Costs to be reimbursed with Project Funds.

SECTION 4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

SECTION 5. To the best of our knowledge, the Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been made.

SECTION 6. This resolution is adopted as office intent of the Agency in order to comply with Treasury Regulation 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualifications for reimbursement of Project Costs.

SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: October 12, 2020

ATTEST:

CITY OF MT. SHASTA

Kathryn M. Joyce, Deputy City Clerk

John Stackfleth, Mayor

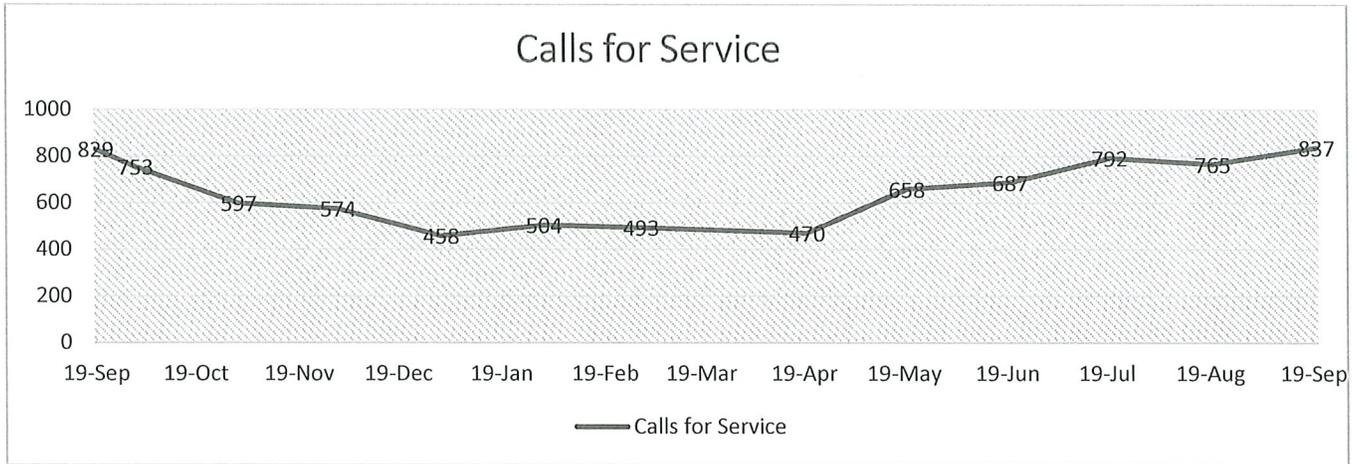
CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the City Council of the City of Mt. Shasta held on October 12, 2020.

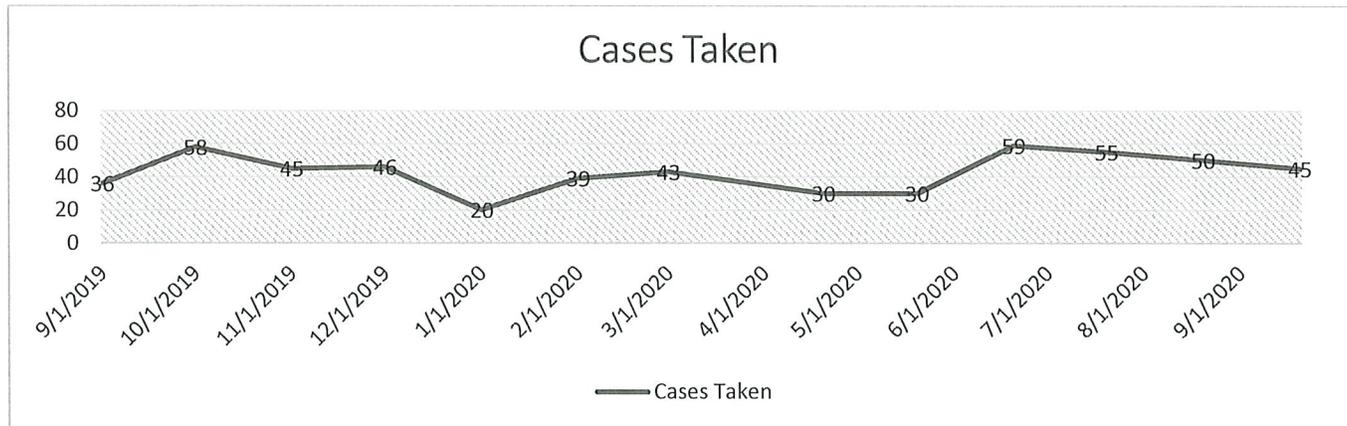
Kathryn M. Joyce, Deputy City Clerk

Department Statistics

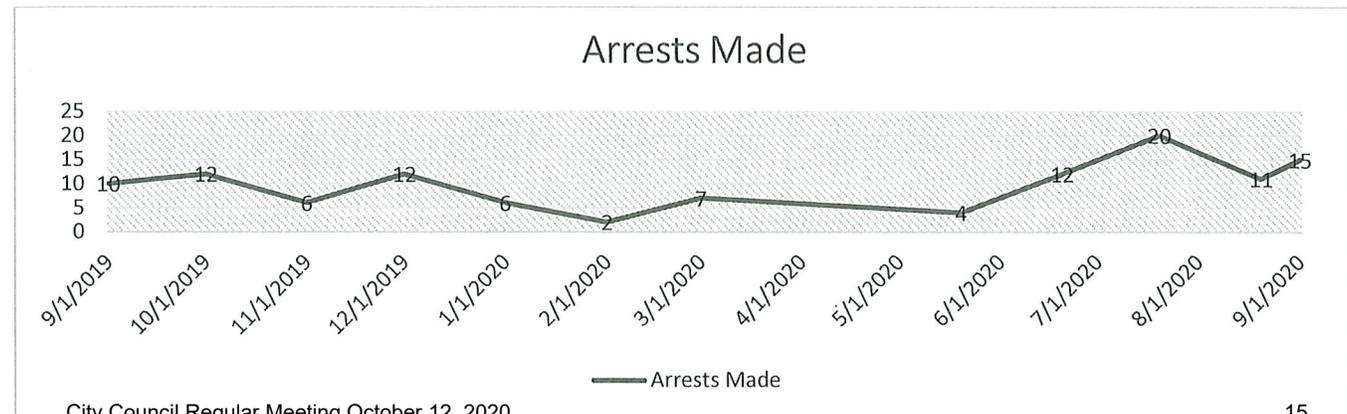
Calls for Service	September 2019	September 2020	Change
		753	837



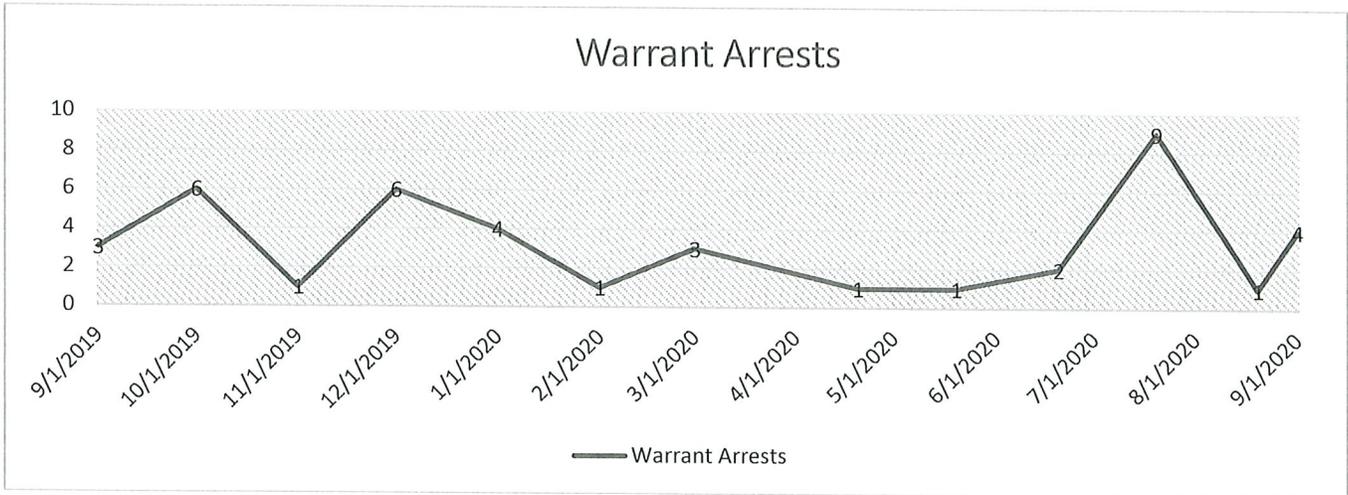
Cases Taken	September 2019	September 2020	Change
		36	45



Arrests Made	September 2019	September 2020	Change
		10	15

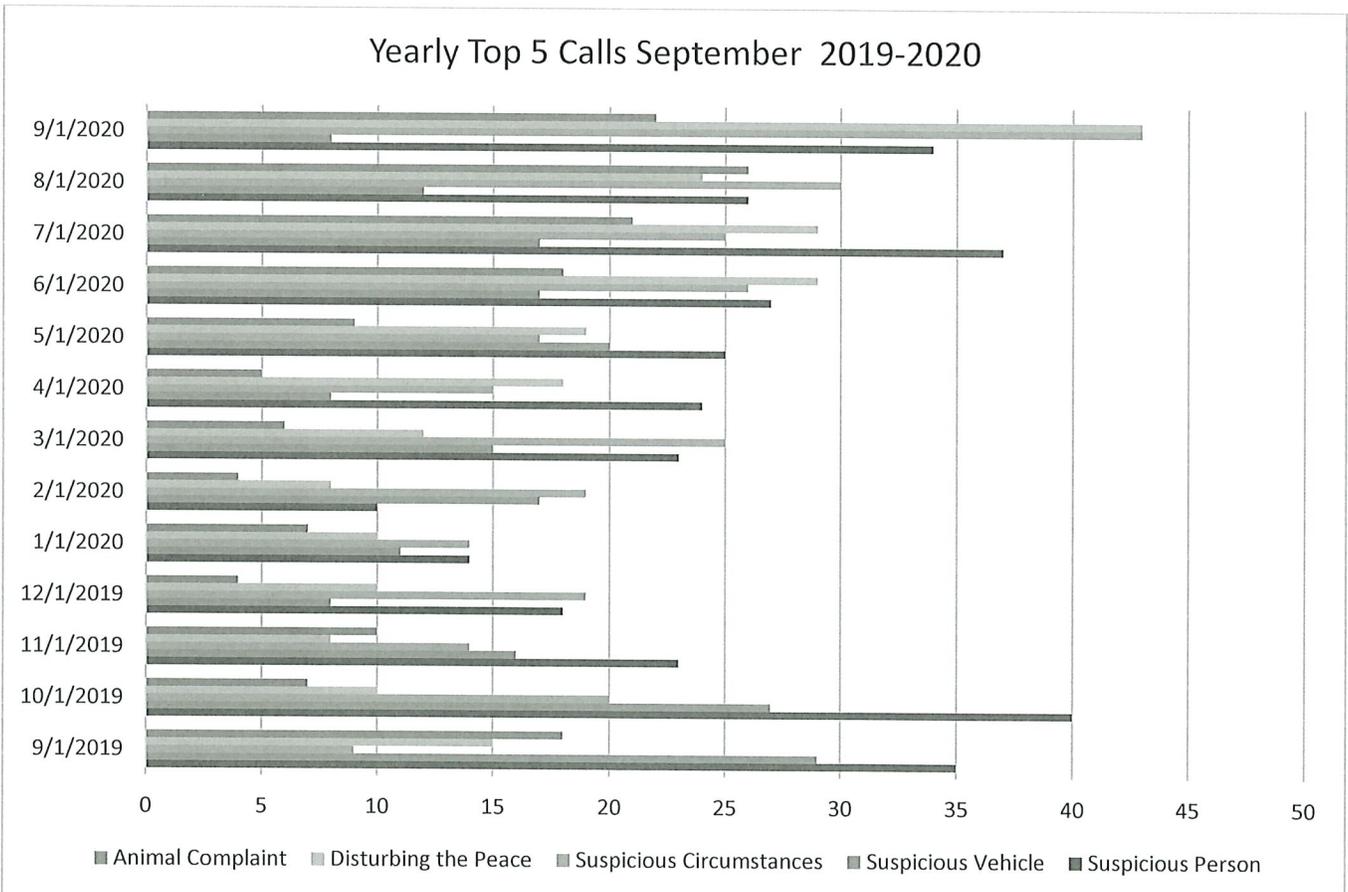


Warrant Arrests	September 2019	September 2020	Change
	2	4	+100%



Top 5 Calls

September 2019		September 2020	
Suspicious Person	35	Disturbing the Peace	43
Suspicious Vehicle	29	Suspicious Circumstance	43
Alarm	20	Suspicious Person	34
Medical	20	Medical	23
Animal Complaint	18	Animal Complaint	22

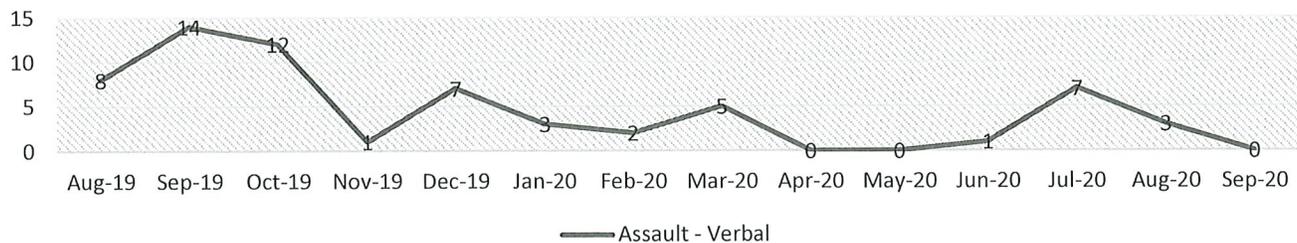


Crimes				
	September 2019	September 2020	Change	August 2019-September 2020 Yearly Total
Assault – Physical	5	2	-60%	62
Assault – Verbal	14	0	-100%	63
Disturbing the Peace	11	43	+291%	257
Domestic Disturbance	15	1	-93.3%	37
Domestic Violence	0	1	+100%	8
Fraud	0	1	+100%	35
Public Intoxication	3	5	+66%	38
Stolen Vehicle	2	1	-50%	11
TC Hit & Run	0	0	0%	19
Theft from Vehicle	3	1	-66%	18
Theft – Grand	1	0	-100%	14
Theft – Petty	5	7	+40%	90
Theft – Shoplifting	3	1	-66%	18
Trespassing	17	22	+29.4%	162
Vandalism	3	6	+100%	54

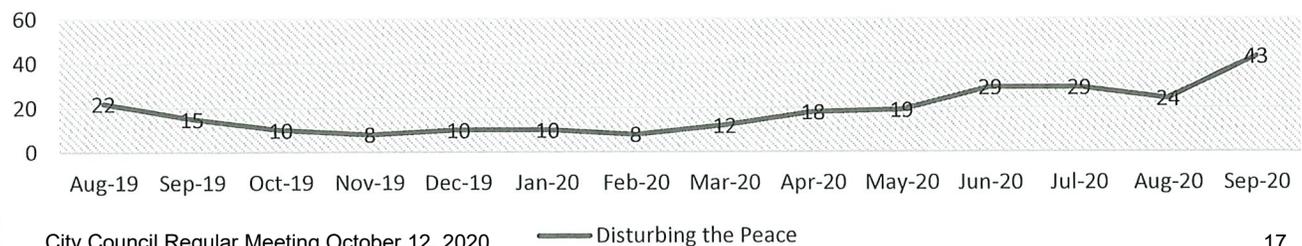
Assault - Physical



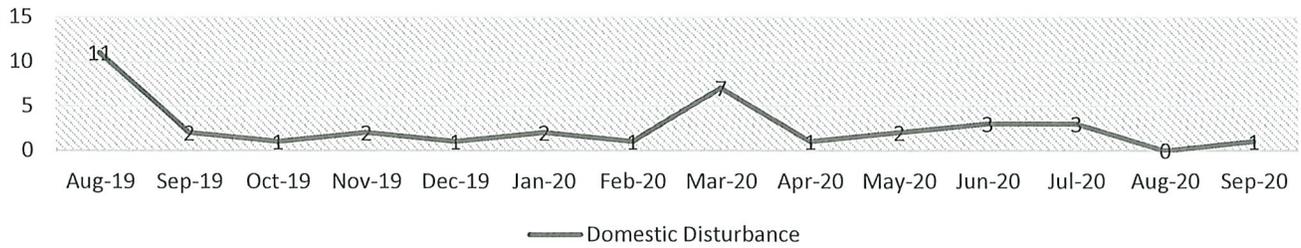
Assault - Verbal



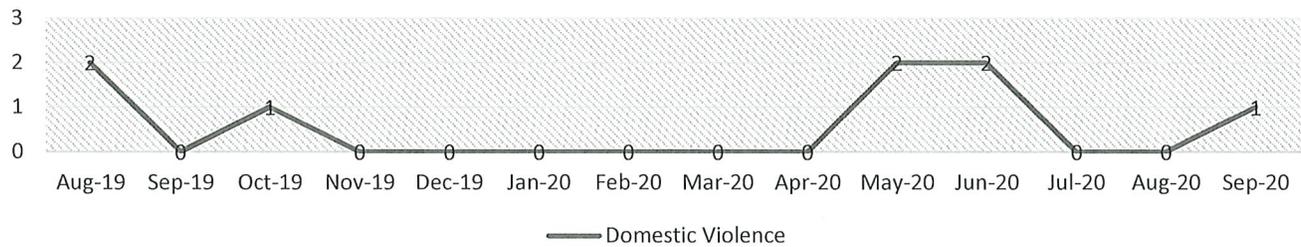
Disturbing the Peace



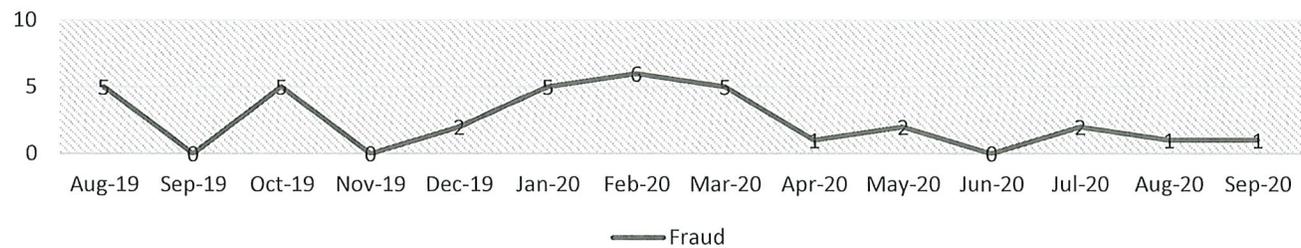
Domestic Disturbance



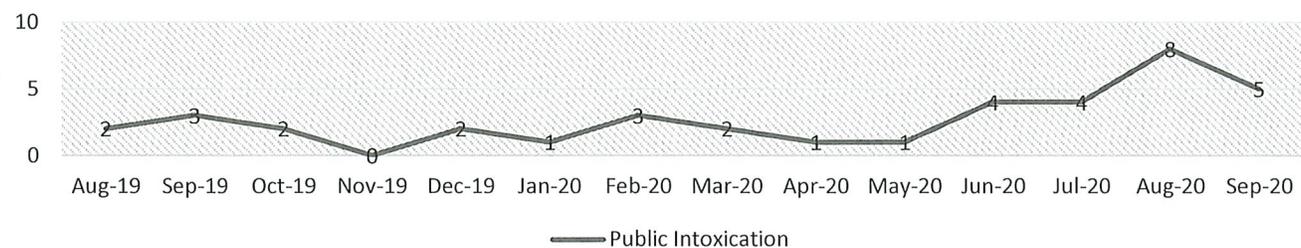
Domestic Violence



Fraud



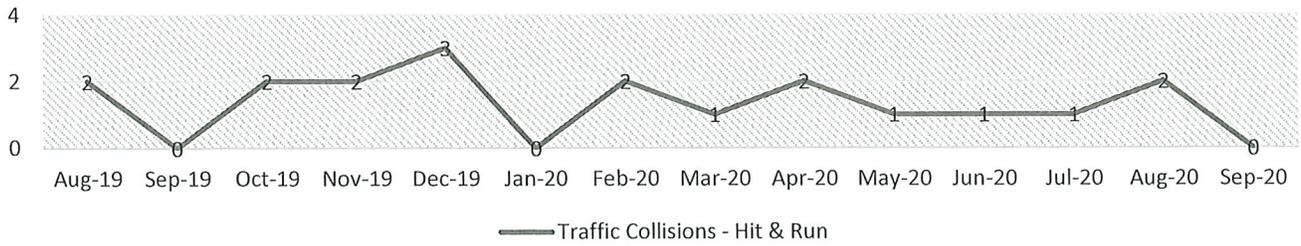
Public Intoxication



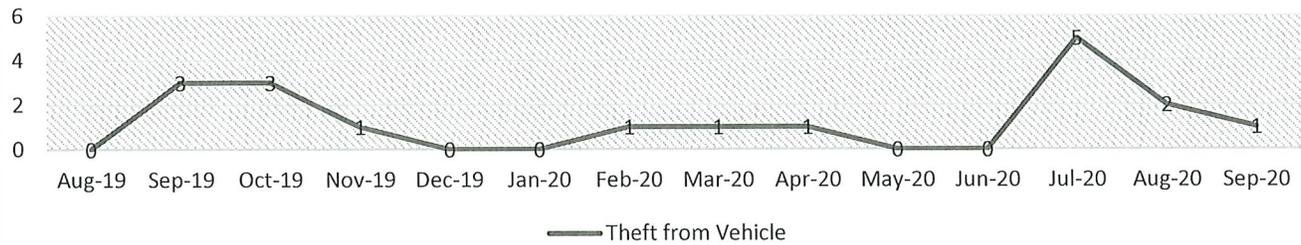
Stolen Vehicles



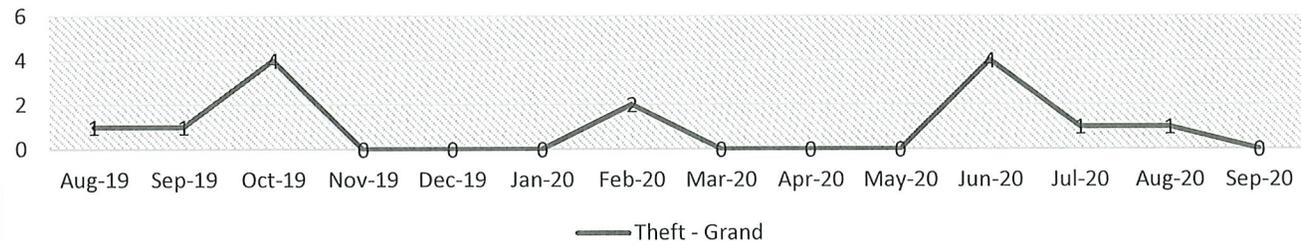
Traffic Collisions - Hit & Run



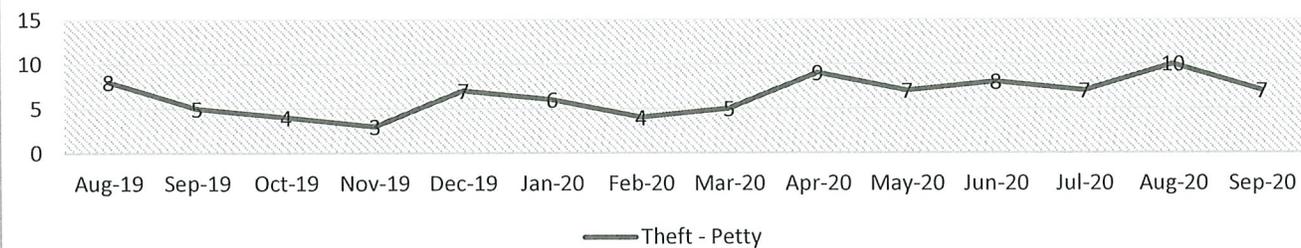
Theft from Vehicle



Theft - Grand



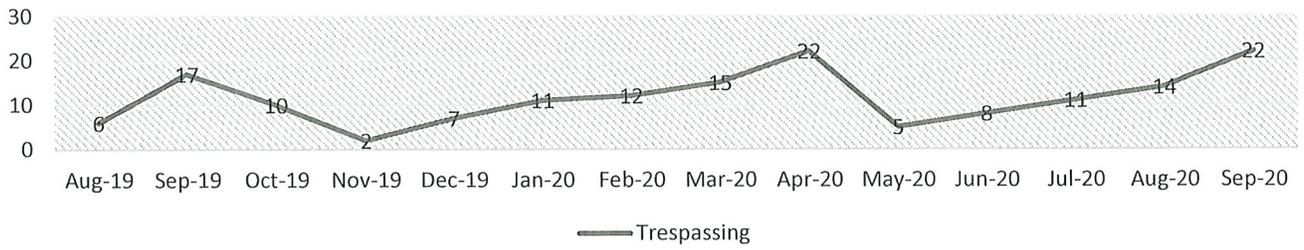
Theft - Petty



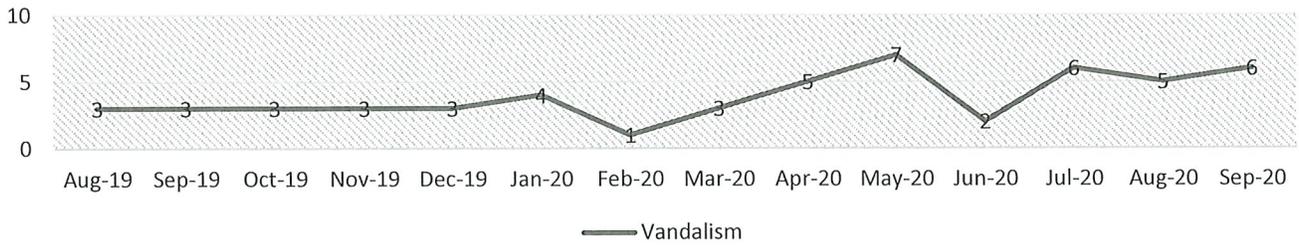
Theft - Shoplifting



Trespassing

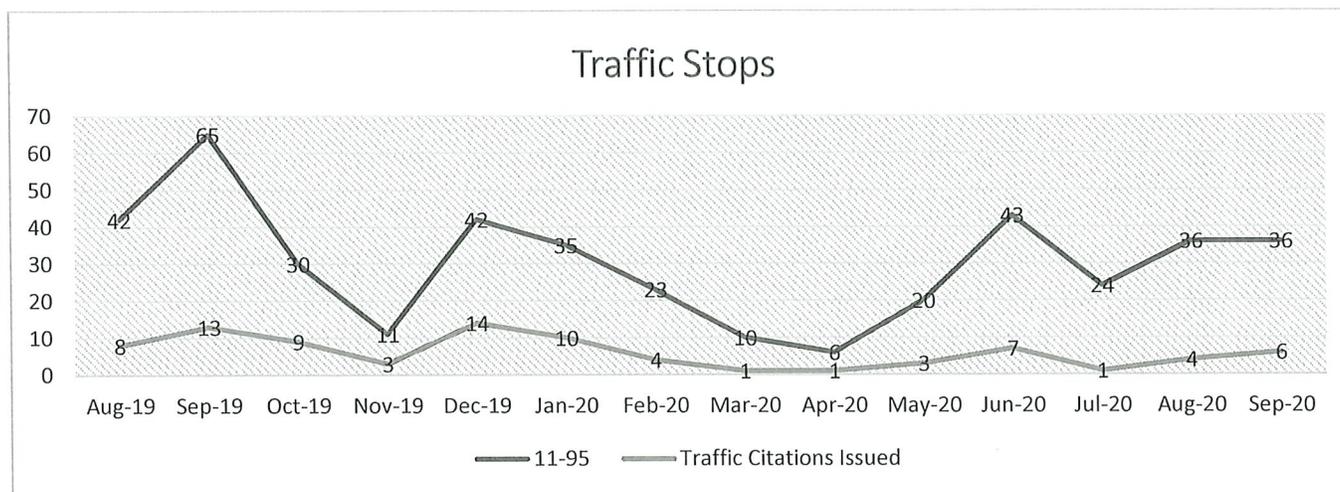


Vandalism



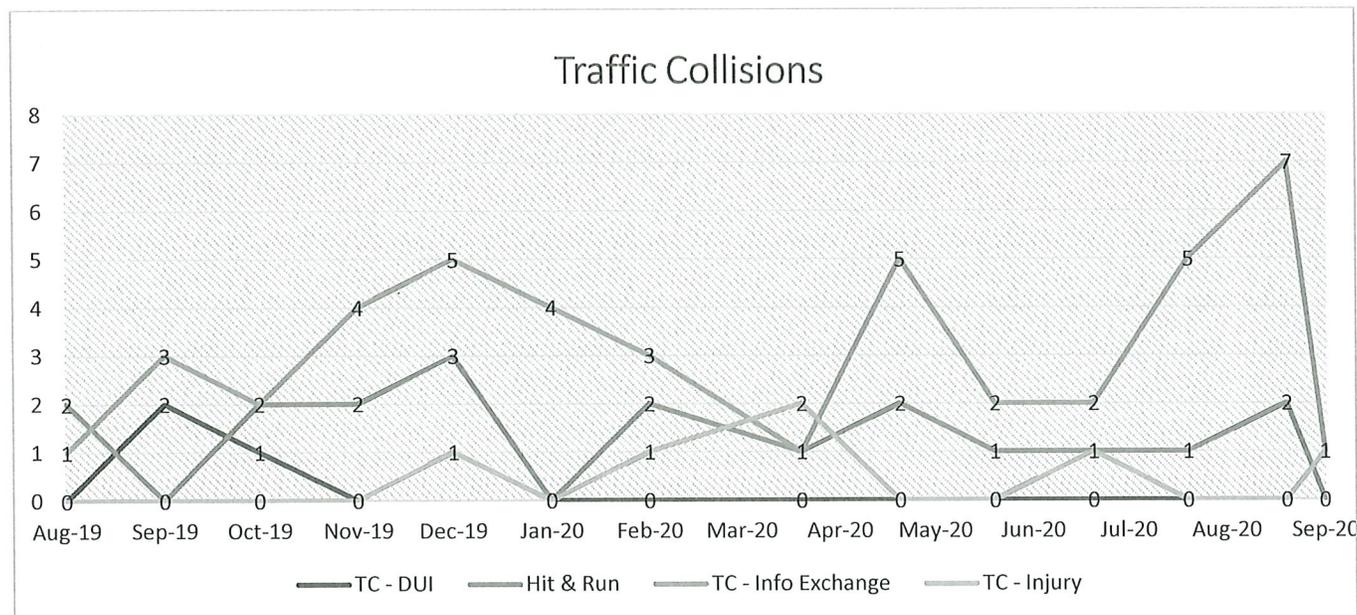
Traffic Summary

	September 2019	September 2020	Change
Traffic Stops	66	36	-45%
Traffic Citations Issued	13	6	-53%



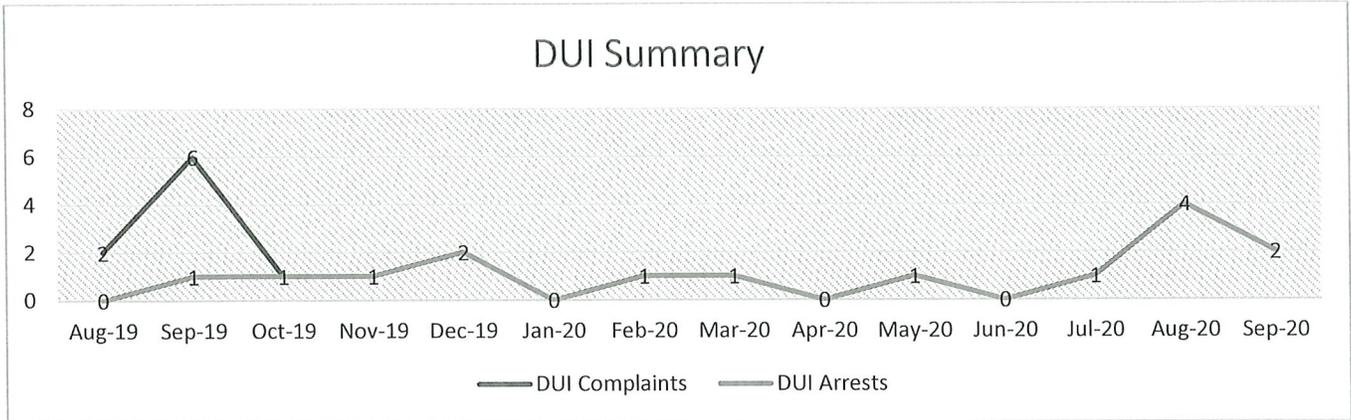
Traffic Collisions

	September 2019	September 2020	Change	August 2019-September 2020 Yearly Total
TC – DUI	2	1	-50%	5
TC – Hit & Run	0	0	0%	19
TC – Info Exchange	3	1	-66%	45
TC - Injury	0	1	100%	6
Total	5	3	-40%	75



DUI Summary			
	September 2019	September 2020	Change
DUI Complaints	6	NA	NA
DUI Arrests	1	2	+100%

* DUI Complaints no longer tracked in new CAD system as of 11/01/2019.

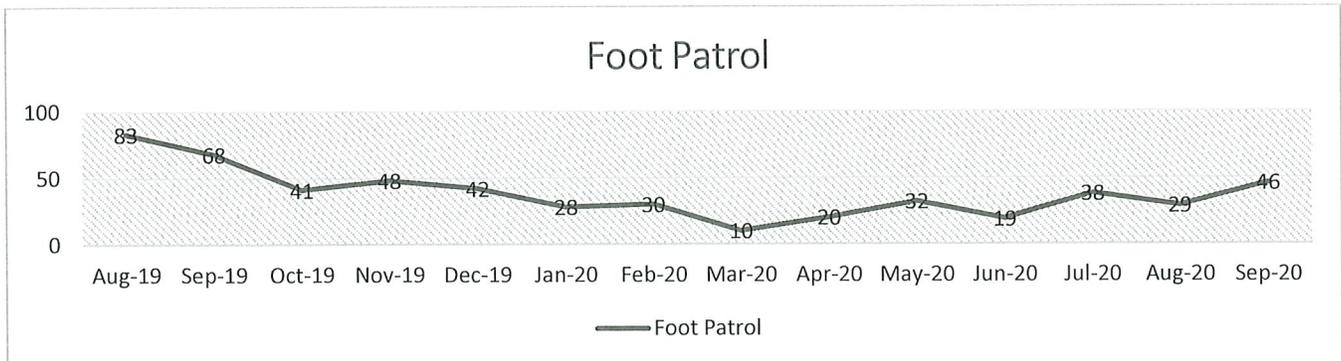


Patrol Information

Foot Patrol			
September 2019	September 2020	Change	August 2019-September 2020 Yearly Total
68	46	-32%	534

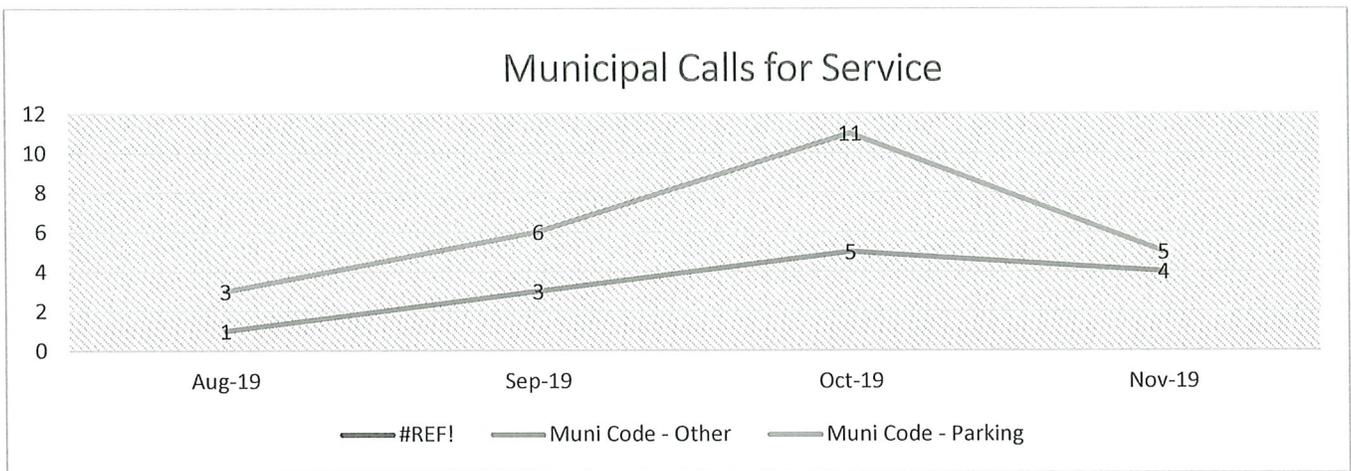
Frequent foot patrol areas include:

- City Park
- Shastice Park
- Downtown Mount Shasta
- Roseburg Property
- Behind commercial business such as Ray's Food Place, the Cinema, and Rite Aid
- Dense brush areas in multiple residential areas.



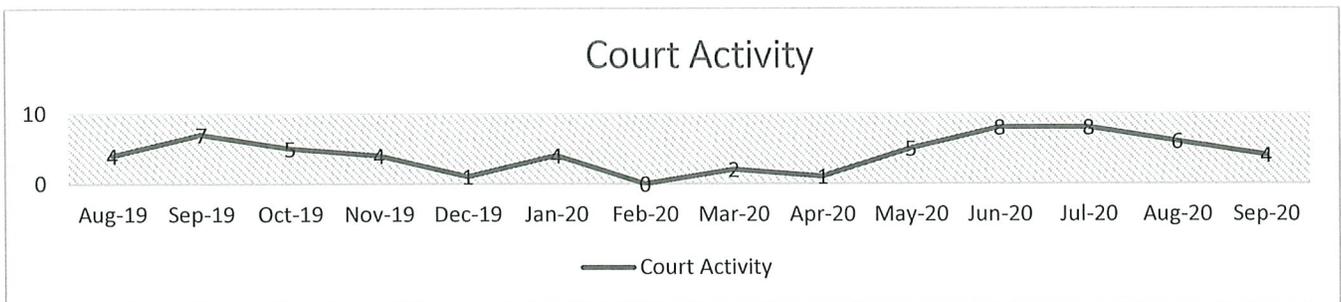
Municipal Summary

Municipal Calls for Service			
	September 2019	September 2020	August 2019- September 2020 Yearly Total
Muni Code – Other	3	2	36
Muni Code - Parking	6	2	43
Total	9	4	79



LiveScans	September 2019	September 2020
	4	0

Court Activity



Social Media



Facebook				
Followers	Posts	Reach	Engaged Users	Reactions
8,826	13	66286	7730	3623



Twitter			
Followers	Tweets	Impressions	Mentions
300	10	1,804	6



Instagram		
Followers	Posts	Likes
1822	12	1026



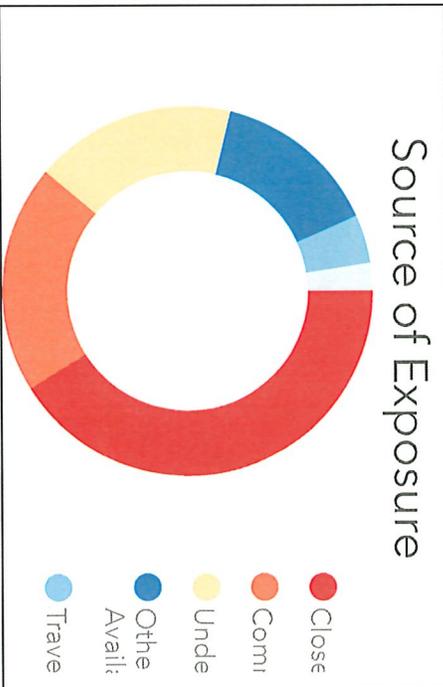
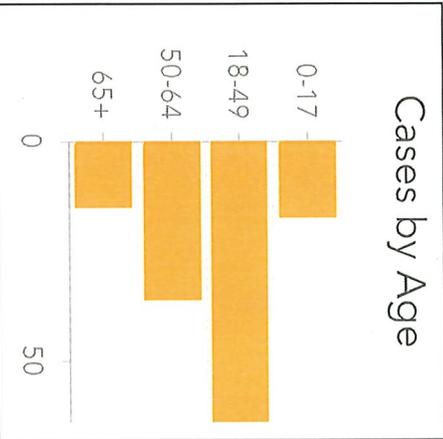
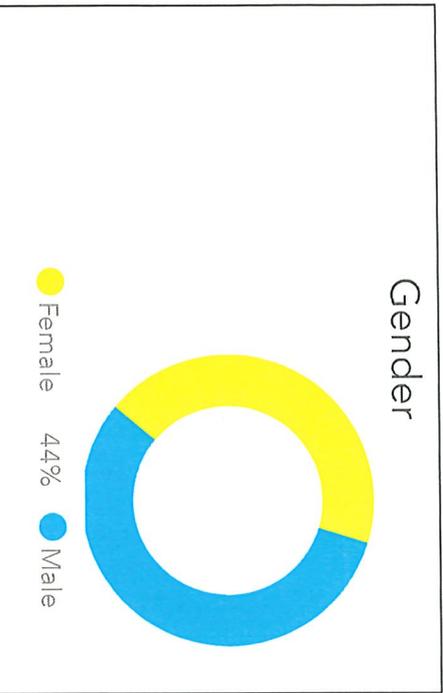
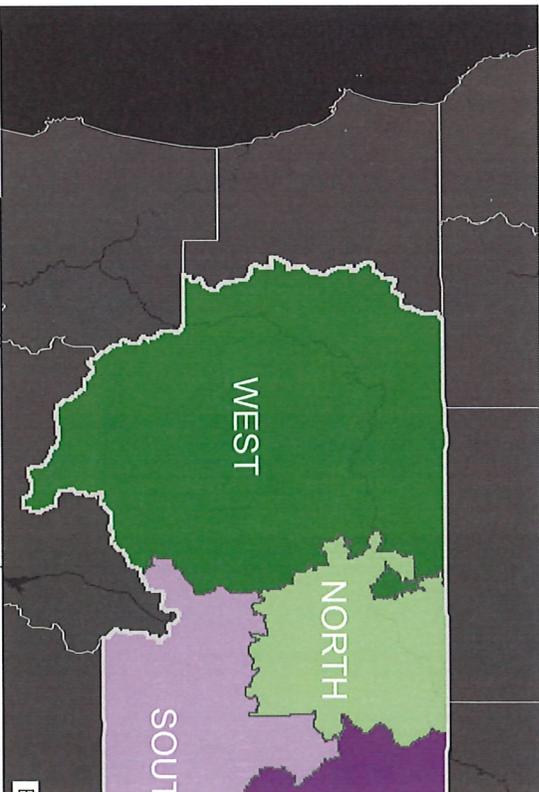
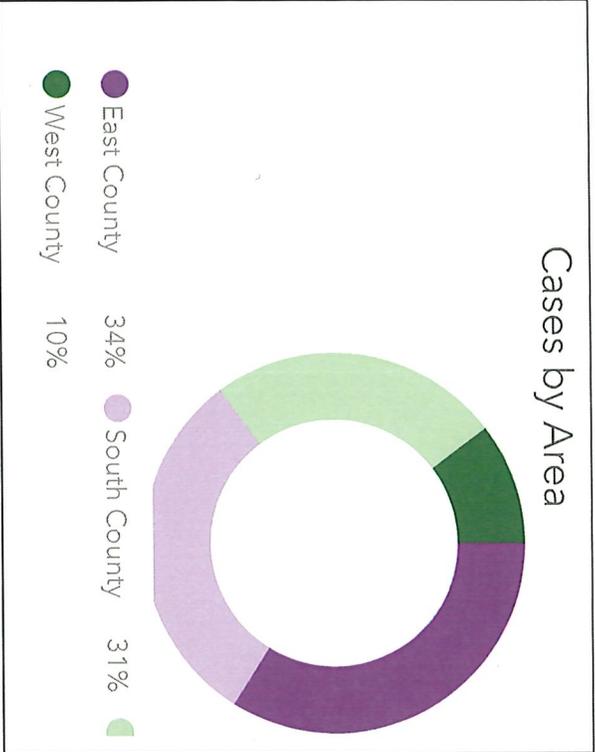
Nextdoor		
Posts	Impressions	Reactions
0	0	0

Siskiyou County COVID-19 Dashboard

Confirmed Cases Active Cases Recovered Cases Hospitalized Deaths

167 1 166 0 0

Cases What does Recovered mean?



Agenda Item # 6

Staff Report

Meeting Date: October 12, 2020

To: City Council

From: Planning Department

Subject: Public Hearing: Short-term Rental License Moratorium

<input checked="" type="checkbox"/>	Regular
<input type="checkbox"/>	Consent
<input type="checkbox"/>	Closed
<input type="checkbox"/>	Presentation

Recommended Action:

Motion to approve Urgency ORDINANCE NO. CCR-20-XX “An Urgency Ordinance of the City Council of the City of Mt. Shasta Placing a 45-Day Moratorium on the Issuance of New Short-term Rental Business Licenses within City Limits Pending Further Study and Adoption of Final Regulatory Standards”, by title only

Background:

Since 2016, the City of Mt. Shasta has seen an increase in the number of long-term residential unit converting to short-term rentals. A short-term rental is a residential unit that is rented for less than 30 days at a time. The City allows these uses with a City Business License and the filing of transient occupancy tax (TOT). While short-term rentals may provide income to residents and broader lodging options than the existing hotel market, there may be significant downsides to these uses. The popularity and profitability of short-term rentals has spurred an industry where dwellings are bought and used exclusively for short-term rentals, removing housing stock that would otherwise be available for longer lease terms. A rotating series of renters in residential neighborhoods may create traffic, noise, parking, and safety concerns for neighborhoods.

Public input and the increase in nuisance complaints surrounding short-term rentals has led the Planning Department to recommend a review of the regulations surrounding the use. The Planning Commission of the City of Mt. Shasta began reviewing regulations surrounding short-term rentals within the City Limits in May 19, 2020. Since the start of the review of short-term rental regulations and the drafting of a proposed ordinance, the City has seen an influx of property owners applying for short-term rental business licenses to qualify for grandfather status if a short-term rental business cap goes into effect. The sudden increase in requests could result in more nuisance issues for property owners throughout the City due to increased number of short-term rentals and inexperienced or ill-prepared short-term rental managers rushing to gain legal status.

General Plan Connection:

The proposed ordinance is consistent with the General Plan as it protects existing residential neighborhoods from encroachment of incompatible commercial activities while protecting the existing supply of housing.

Environmental Review:

The proposed Chapter creation is not considered a project under the California Environmental Quality Act (CEQA) Guidelines Section § 15378 due to the activity not resulting in a direct or reasonably foreseeable indirect physical change in the environment. Alternatively, the chapter creation is exempt from CEQA as it can be seen with certainty that there is no possibility for causing a significant effect on the environment Section § 15061(b)(3). The action will not cause a direct or reasonably foreseeable indirect change in the environment, as the number of short-term rentals in the City will be constant or lessened.

Fiscal Impact:

The City's Finance Department is the chief department permitting and enforcing STR regulations. The Finance Department are typically the first point of contact with STR owners and operators. The Finance Department does not currently recover costs associated with Transient Occupancy Tax (TOT, also known as the hotel tax) collection, recording keeping, and enforcement. The total TOT collected per STR has decreased in the past 3 years. We predict this reduce in per STR tax collection due to improper reporting and the saturation of the STR market. The reduction in the number of STR's operating in the City would not significantly impact the total TOT tax revenue collected.

Review of Public & Outside Agency Comment:

The proposed moratorium requires noticing and a public hearing as required by Government Code Section 65858(a) of the California Government Code for the adoption of this ordinance have been provided in accordance with applicable law. Public noticing was distributed in the Mt. Shasta Herald September 30th and October 7th meeting and a notice was placed out front of City Hall meeting the noticing requirements. The public hearing held today will satisfy the public hearing requirements.

Recommendation Discussion:

City Staff recommend the City Council place a moratorium on new short-term rental businesses in the City for 45-days or until final regulations are in place. The sudden influx of requests for short-term rental licenses due to the Planning Commission discussion on short-term rental license caps and/or regulations could result in increased nuisances such as excess noise, increase traffic and loss of on-street parking, and excessive capacity of residential units with guests.

The Government Code only allows an initial moratorium for 45 days. City Staff will most likely return to the City Council to request an extension in the moratorium to ensure enough time to study and prepare final regulations for short-term rental uses.

Attachments:

- I. CCR-20-XX “An Urgency Ordinance of the City Council of the City of Mt. Shasta Placing a 45-Day Moratorium on the Issuance of New Short-term Rental Business Licenses within City Limits Pending Further Study and Adoption of Final Regulatory Standards”**

NOTICE IS HEREBY GIVEN that the Mt. Shasta City Council will conduct the following public hearing at a regularly scheduled meeting on **Monday, October 12, 2020, at the hour of 5:30 PM**, or shortly thereafter, on a Zoom. The link to the Zoom meeting will be on the City Council agenda posted on the City's website 72 hours before the meeting: <https://mtshastaca.gov/clerk/agendas-minutes/>

Ordinance Establishing a Temporary Moratorium on accepting applications for new Short-term Rentals (STR) in the City Limits of Mt. Shasta. The City of Mt. Shasta is in the process of reviewing and developing a new Short-term Rental (STR) ordinance. City Staff recommend establishing a temporary 45-day moratorium on accepting applications for new STRs in the City Limits of the City of Mt. Shasta.

This interim ordinance is not subject to the California Environmental Quality Act (CEQA) because the activity is not a project as defined by Section 15378 of the CEQA guidelines. The ordinance has no potential for resulting in physical change to the environment either directly or indirectly. Furthermore, pursuant to Section 15060(c) (2) of the CEQA Guidelines the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment.

Should any person challenge either the environmental determination or the project proposal in court, that person may be limited to raising only those issues at the public hearing or in written correspondence delivered to City Hall at or prior to the public hearing. For further information regarding the above project, please contact Juliana Lucchesi, City Planner, City of Mt. Shasta, at the address listed above or by telephoning (530) 926-7517.



URGENCY ORDINANCE CCR-20-XX

**AN URGENCY ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
PLACING A 45-DAY MORATORIUM ON THE ISSUANCE
OF NEW SHORT-TERM RENTAL BUSINESS LICENSES
WITHIN CITY LIMITS PENDING FURTHER STUDY
AND ADOPTION OF FINAL REGULATORY STANDARDS**

WHEREAS, the City of Mt. Shasta Code, permits short-term rentals throughout the City, excluding Low Density Residential Zones; and

WHEREAS, the City has seen a decrease in available housing for permanent residents and increase in public nuisance complaints associated with properties used as short-term rentals; and

WHEREAS, to address the community's concerns regarding negative impacts associated with the licensing and operation of short-term rentals, it is necessary for the City of Mt. Shasta to study the potential impacts of such facilities may have on the public health, safety, and welfare of the community; and

WHEREAS, the Planning Commission has been discussing the development and implementation of a specific Short-term Rental Ordinance since May 2020 with the anticipated completion of a draft ordinance for City Council consideration by the end of 2020; and

WHEREAS, City staff continues to conduct research into the City's options for regulating both short and long-term residential rentals. This research includes a review of many city ordinances in California that either prohibit or regulate residential rentals; and

WHEREAS, the notice and public hearing required by Government Code Section 65858(a) of the California Government Code for the adoption of this ordinance have been provided in accordance with applicable law; and

WHEREAS, based on the foregoing, the City Council finds that issuing permits, business licenses, or other applicable entitlements to individuals wishing to use their property for the purposes of a short-term rental, prior to the City's completion of its study of the potential impact of such short-term residential rentals, would pose a current and immediate threat to the public health, safety, and welfare, and that a temporary moratorium on the issuance of such permits, licenses, and entitlements is thus necessary; and

WHEREAS, based on the foregoing, the City Council finds that the use of property as a short-term rental in any zone of the City prior to the City's completion of its study of the potential impact of such short-term residential rentals is a public nuisance and poses a current and immediate threat to the public health, safety, and welfare.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mt. Shasta hereby ordains:

Section 1. Installation of 45-Day Moratorium and Findings.

A. In accordance with the authority granted to the City of Mt. Shasta under Government Code Section 65858, from and after the date of this Ordinance, no use permit, variance, building permit, business license or other applicable entitlement for use shall be approved or issued for new short-term rentals for a period ending through and including November

26, 2020, pending the completion of zoning or other regulations that are needed to alleviate a current and actual threat to the public health, safety and welfare.

B. In addition, no property in any zone of the City is to be used for purposes of a short-term rental for a period extending through and including November 26, 2020. The use of any property for such purpose shall be deemed a public nuisance. Any violation of this provision shall be treated as a violation of Chapter 1.03 of the Mt. Shasta Municipal Code.

C. For purposes of this Ordinance, "short-term rental" shall have the same meaning as that term has in Mt. Shasta Municipal Code Section 18.08.075.

D. This Ordinance is an interim urgency ordinance adopted pursuant to the authority granted to the City of Mt. Shasta by Government Code Section 65858, and is for the immediate reservation of the public health, safety, and welfare. The City Council hereby **FINDS** and **DETERMINES** as follows:

(1) The City has received public sentiment in the decrease in available properties for long-term residents and an increased number of public nuisance complaints emanating from short-term rentals in recent months, involving the following:

(i) Loud, unnecessary, and unusual noises, which have disturbed the peace and quiet of neighborhoods and caused discomfort and annoyance to residents of those neighborhoods; and

(ii) Apparent over-occupancy of units, which may pose a public health and safety risk; and

(iii) Failure to file and pay Transient Occupancy Tax (TOT) in a timely manner

(2) After receiving complaints of this nature, the City has committed resources to developing a draft new regulations for short-term rentals in the City.

(3) Absent the adoption of this interim urgency ordinance could result in an even greater loss of long-term housing units and increase in nuisance conditions which negatively affect the well-being of the Community, thereby diminishing property values.

(4) As a result, it is necessary to establish this urgency ordinance to stop the issuance of any entitlements permitting short-term residential rentals in the City, pending completion of the City's final urgency ordinance or amendments to the City's zoning ordinances.

(5) In addition, it is necessary to prohibit, as a public nuisance, the use of property in any zone of the City for purposes of a short-term rental for the duration of the forty-five (45) days.

F. This moratorium shall not apply to the renewal of short-term rental licenses issued prior to the adoption of this ordinance. Existing short-term rentals shall maintain a City business license and continue payment of transient occupancy tax.

Section 2. Compliance with California Environmental Quality Act. The City Council finds that this interim urgency ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly; it prevents changes in the environment pending the completion of the contemplated study of impacts.

Section 3. Severability. If any sentence, clause, or phrase of this interim urgency Ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this urgency ordinance or any part thereof. The City Council

hereby declares that it would have passed each sentence, clause, or phrase thereof, irrespective of the fact that any one or more sentence, clause, or phrase be declared unconstitutional.

Section 4. Effective Date. This urgency ordinance shall become effective immediately upon adoption if adopted by at least four-fifths (4/5) vote of the City Council and shall be in effect for period of forty-five (45) days, unless extended by the City Council as provided for in the Government Code.

Section 5. Publication. The City Clerk shall certify to the adoption of this urgency ordinance and cause it, or a summary of it, to be published once in a newspaper of general circulation printed and published within the City of Mt. Shasta.

Section 6, Report. City staff is instructed to prepare the report required by Government code Section 65859 (d) describing the measures taken to alleviate the condition which led to this Urgency Ordinance's adoption for presentation to the City Council no later than ten days prior to the expiration of this Urgency Ordinance.

The foregoing Resolution was approved this 12th day of October 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED: October 12, 2020

ATTEST:

CITY OF MT. SHASTA

Kathryn M. Joyce, Deputy City Clerk

John Stackfleth, Mayor

RESOLUTION CCR-20-XX

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
APPROVING AN AGREEMENT FOR LIBRARY MANAGEMENT SERVICES
WITH COMMUNITY STAFFING SERVICES, LLC.**

WHEREAS, the City of Mt. Shasta established a municipal free library in the City by Ordinance CCO-95-07; and,

WHEREAS, the Mt. Shasta Library has operated as a branch of the Siskiyou County Library for many years; and

WHEREAS, in response to the decision of Siskiyou County to reduce funding for the Siskiyou County Library, the voters of the City of Mt. Shasta have enacted a .25% Transaction and Use Tax to fund the operation of the Mt. Shasta Branch Library; and,

WHEREAS, the previous agreement with Community Staffing ended at June 30, 2020 and the Library Tax Advisory Committee advises the City Council of the City of Mt. Shasta to enter into a temporary three-month agreement with Community Staffing Services, LLC to provide staffing and oversight of the operation of the Mt. Shasta Branch Library at a reduced schedule due to COVID-19 ; and,

WHEREAS, at a meeting of the Library Tax Advisory Committee they advised the City Council that under the circumstances the temporary schedule of the Library will continue to provide services to the community until which time as a new Request for Proposal (RFP) can be drafted for Library Services into the future.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Mt. Shasta that it approves the attached Professional Services Agreement for Library Management Services between the City of Mt. Shasta and Community Staffing Services, LLC and authorizes the City Manager to execute the Agreement on behalf of the City.

The foregoing Resolution was APPROVED and ADOPTED at a regular meeting of the City Council of the City of Mt. Shasta on the 12th day of October 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: October 12, 2020

ATTEST:

CITY OF MT. SHASTA

Kathryn M. Joyce, Deputy City Clerk

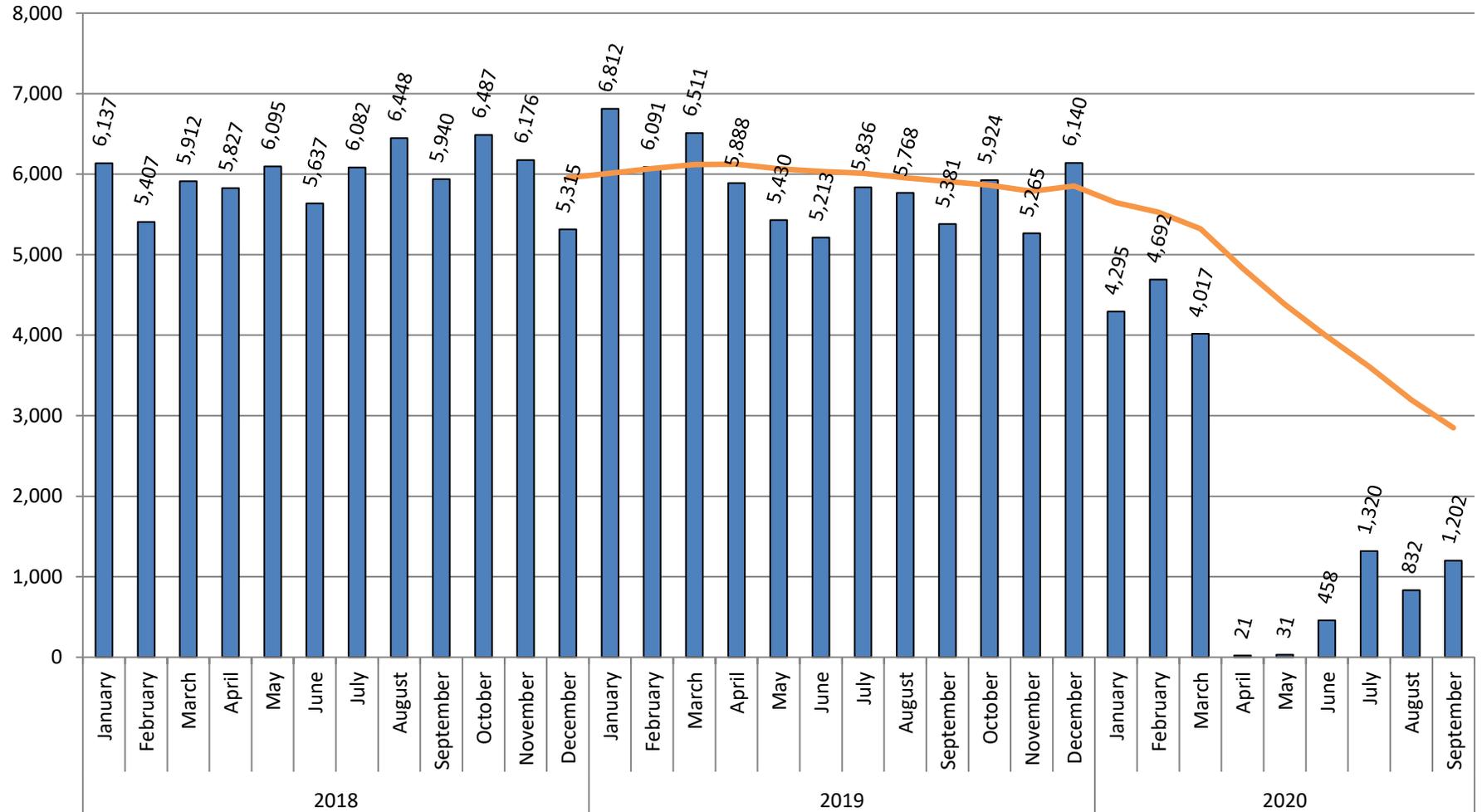
John Stackfleth, Mayor

Branch
Sum of Count

Siskiyou County - Total Circulation

Automatic Renewals: April 2018

Total 12 per. Mov. Avg. (Total)



Year Month

City Council Agenda Item #8
Staff Report

Meeting Date: October 12 , 2020
To: Mayor and City Council
From: City Manager
Subject: Johnson Controls Solar Project Update Report

x	Regular
	Consent
	Closed
	Presentation

Recommendation:

Staff respectfully recommends the City Council review the attached report on the present status of the Johnson Control’s Solar project and provide comments to staff; no formal action recommended.

Background & Summary:

The City selected Johnson Controls as the contractor to implement the City’s Solar project. This project was designed to place City Hall, the Police station, Fire station, Corporation Yard and the Sewer Treatment plant on solar power and reduce the City’s carbon imprint. A deciding factor in the selection of Johnson Controls was that the project would be self funding.

The attached report outlines the present status of the solar project.

City Hall

City Hall is currently complete with installation of Solar system with PPL inter-connect approved. The system is currently operating with the following items yet to complete.

1. Installation of Data Acquisition system: 10/6- 10/8
2. Final commissioning of solar system: 10/9
3. Customer acceptance of system with substantial completion signed: 10/13.

Corporate Yard

Corporate Yard electrical and Garage installation is in final phase of completion with the following items to be completed.

Solar and Underground Electrical

1. Installation of Data Acquisition system: 10/6-10/7
2. PP&L pole removal 10/9, dependent on Northland Cable removing equipment from last pole.
3. Install panel P and 2 light fixtures on new poles: 10/13
4. Final inspection: 10/14
5. Solar system online: 10/19
6. Commissioning of solar system: 10/19

Garage

1. Final grading and road base applied. 10/19 – 10/23
2. Installation of bollards. 10/6 -10/8.
3. Retaining wall. 10/19 – 10/23
4. Drainage and drains for retaining wall. 10/15 – 10/20
5. Final electrical complete with electrical energized within building. 10/16
6. Handicap parking poured.10/7 – 10/9
7. Stripping of ADA parking. 10/12 – 10/16.
8. Signage 10/20
9. Final clean and ready for acceptance. 10/23
10. Front of building concrete walkway poured. 10/7 – 10/9.

It is our goal that the Corporate yard will be 100% complete by 10/23.