

CITY OF MT. SHASTA

To: Mayor and Councilmembers
From: City Manager Bruce Pope
Subject: Activity Report – Month of January 2021
Date: February 16, 2021

City Manager

The primary areas of concern, from the staff's standpoint, are the Wastewater Treatment Plant Project, Tank 1 water system improvements, and the interceptor line. Based on recent correspondence, it appears that the funding programs for the Wastewater Plant and Tank 1 are basically complete and project development should commence this summer. The State has the interceptor project on hold until the City commences construction of the wastewater plant.

The General Plan revision is moving forward as planned. The plan revision is following the process approved by the City Council and is being developed in a manner consistent the Vision Statement drafted by the Planning Commission and approved by the City Council. The process being utilized for the update to the General Plan envisions a broad-based community plan that is developed based on community input. It is staff's belief that a General Plan developed with broad community support will be the most effective plan to guide the City.

Johnson Controls has a contract with the City to develop a self-funding Photovoltaic system for all City facilities. During the final stages of construction Pacific Power changed its power requirements. This proposed change would have a very negative impact on the projects cash flow, which could result in a negative cash flow for the project over the first three years. Staff will continue to work with Johnson Controls to resolve this issue.

Nuisance abatement has been on hold since the position was put on hold for budgetary reasons. In the interim, the City Manager will address these issues. The projects of primary concern are the Nest, on Old McCloud Rd, and the old Hospital on Eugene St.

Public Works

Water System:

Total Spring Production: 74,845,000 gallons

Average Spring Production: 1677 gpm

Total Water Usage: 10,767,276 gallons.

No coliform violations for the month.

2020 year end summary: Only 1 month with total coliform violation (September 2020)

Sewer System:

1613 feet of Sewer lines flushed

6 sewer line "Hot Spots" maintained

1570 feet of sewer lines inspected
0 SSO's
3 sewer backups

Streets:

26 hours spent sweeping
353.25 man-hours spent snowplowing
11 hours spent spreading cinders

Requests for Service:

40 Comcate tickets submitted
37 Comcate tickets resolved

Summary of PW Projects:

- Flushed and cleaned storm drain line at various locations, Ski Village, S. B, S. A, McCloud Ave
- Repaired Leak at 407 Berry St on city lateral, replaced sidewalk etc.
- Chemical testing of Well 1 for metals
- New shop Building: Continued working on new garage partition wall and shop area. Ray-Mac Installed heater at Garage 1/15. Blue Star Gas installed gas line and propane tank on 1/14.
- Benson Roofing made repairs to old plow barn roof, new ridge cap, replaced nails with screws and repaired holes in metal roofing.
- Sidewalk Maintenance: Precision Concrete Cutting started on E. Lake St on 1/19 through 1/21. Work includes concrete cutting in the downtown area to remove trip hazards.
- **CWSRF - Clean Water SRF Projects:**
 1. **State-Mandated WWTP Improvement Project**-On Monday, 1-11-21, the Mt. Shasta City Council approved Resolution number CCR-21-01 awarding the Wastewater Treatment Plant construction contract to the lowest bidder Clark construction. This award is contingent on the DFA' s approval of the FBA and construction funding agreement. We are on track to award the bid and issue the Notice to Proceed in April.
 2. **Interceptor Sewer Replacement Project**-The design effort is wrapping up. Permits are being obtained from Caltrans and other agencies. Once funding is secured for the WWTP project, we will begin the process of working with the State getting construction funding for this project.
- **DWSRF-Drinking Water SRF Projects:**
 1. **Tank 1 and Roseburg Water System Improvement Project**- Working at finally getting a construction funding agreement in the next few months to allow construction to begin this summer.
 2. **Spring Hill Water Supply and Storage Project-(\$489,000 planning).**

Background: We have selected the preferred well site and have negotiated an agreement with the property owner. Test well is being scheduled. The schedule is as follows:

Task	Deliverable	Due Date
Hydrogeological Evaluation	2-Hydrogeological Report	Done
Engineering Project Report	3.1-Draft Engineering Project Report	10/31/2021
	3.2-Final Engineering Project Report	3/31/2022
Test Well Drilling, Sampling & Analysis	4.1-Plans and Specification - Test Well	12/31/2020
	4.2-Test Well Completion Report	5/31/2021
Tank and Well Site and Easement Acquisition	5.1-Tank & Well Site and Easement Acquisition	1/31/2022
Environmental Documentation	6.1-Draft Environmental Documentation	10/31/2021
	6.2-Final Environmental Documentation	3/31/2022
	Planning Completion Date:	3/31/22

3. **Water Distribution System Improvements Project-(\$500,000 planning).**

Background: This project will replace about 21,000 feet (4 miles) of undersized and/or old steel water lines throughout the City, including new water services, isolation valves and fire hydrants.

Update: Due to insufficient funding, project has been broken out into smaller projects:

- **Oak Street Improvements Project:** Anticipated funding agreement from Prop 1 IRWM
- **Pine Street Improvements Project:** No funding yet.

Fire Department

The Mt Shasta Fire Department had a total of 69 calls for the month of January 2021.

Call Types:

- Chimney or Flue Fire, Confined to chimney or flue: 2
- Trash or rubbish fire :1
- Medical Assist: 13
- EMS calls, excluding vehicle accident with injury: 25
- Motor vehicle accident with no injuries: 1

- Extrication, rescue, other: 1
 - Power lines down: 1
 - Public service: 2
 - Assist invalid: 5
 - Dispatched and cancelled en route: 6
 - No incident found on arrival at dispatch address: 2
 - False alarm or false call, other 1
 - Carbon monoxide detector activation, on CO: 2
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- Landing fuel reduction: Staff is planning on the shaded fuel break on the east and west side of the landing property. The end goal is to reduce the amount of fuel on the property to reduce fire risk and to have egress for the public.
 - With the heavy snow this last week, the department assisted the City crews to clean out fire hydrants.
 - Staff has completed the specs for the new type 3 stock demo engine from Boise Mobile Fire Equipment. This will be presented to the City Council for consideration in the month of February Council meeting.
 - The Fire Department is in the process of applying for multiple grants.
 - The Department has received a rescue snowmobile and rescue sled from CSA 3 funding. This will be available for snow rescue in the South County.
 - Fire personnel have received Covid 19 Vaccines.

Planning Department

Planning Commission:

- Commission reviewed and took public input on the first draft of the General Plan 2045 Land Use Element. The Commission heard a presentation on the proposed new and amended land use designations which set building intensity and housing unit density. The feedback from the Commission and the public was positive. Next steps are to complete the Land Use Element with goals, policies, and programs and a first draft of the Land Use Map. The first draft map will be reviewed by Planning Commission then released to the public for comments.
- Upcoming items include Short-term Rental Ordinance, Architectural design review applications for multiple new commercial buildings and a renovation, and City Street Tree Guide update.

Beautification Committee:

- On winter hiatus until February 10, 2021

Transportation Study:

- Request for Proposal concluded with three proposals
- The Selection Committee reviewed and recommended a finalist that is now in contract negotiation. The finalist and contract will be presented to City Council for review and action February 8, 2021
- Anticipated kick-off meeting Week of February 15th

Private Development

- City conducted 8 pre-application meetings for commercial businesses: 0 residential pre-application meetings. The number of commercial meetings is above average, and no residential meetings is typical for this time of year.
- Received 2 applications for architectural design review

Proposition 68 Per Capita Project

- The City has partnered with Siskiyou Land Trust to submit a Per Capita grant application for improvements to Sisson Meadow. The project includes a new pergola shelter, entry at Castle Street, wildlife proof garbage cans, and interpretive educational kiosk on the shelter
- Next steps are to complete a Memorandum of Understanding (MOU) to outline project parameters and responsible parties. A draft MOU will be brought to council in February. A MOU is required under Prop 68 for a project.

Golden Eagle Charter School

- A majority of Planning Department time has been spent on the Golden Eagle Charter School project. From completing the Planning Commission paperwork to completing documentation for the appeal held January 25, 2021. The GECS project has taken a total of 50 hours of work between December and January to complete the appeal process. With this project concluded, we will shift resources and time to the General Plan.
- Project will proceed to Building and Public Works review.

EPA Brownfields Grant

- Request for proposals released and statement of interest received from one firm. This is typical of this type of RFP. City has had one to two bidders for previous RFPs.
- The Brownfield project involves the cleanup of the Box Factory area. This is the final cleanup area on the west side of South Mt. Shasta Blvd.

General Plan 2045

- Land Use Element introduction complete; next tasks include a first draft of land use designations for the new Land Use Element and completion of first draft of Chapter
- Updates to the Water Resource Element and completion of Conservation, Open Space, and Safety Elements planned for first couple of weeks of February.

- All other Elements of the General Plan will be drafted around the initial Land Use designations. All General Plan 2045 items can be found on the City's website: <https://mtshastaca.gov/planning/general-plan-2045/>

Police Department

The Police Department monthly report is included in the February 8th agenda packet.