

CITY OF MT. SHASTA

To: Mayor and Councilmembers
From: City Manager Todd Juhasz
Subject: Bi-Weekly Report
Date: April 26, 2022

1) Police: Attended a CPCA legislative update webinar. The entire department, minus the Chief, attended radar certification training. The Chief covered calls for service on three day shifts, meeting with Yreka's Police Chief Gilman regarding hiring and retention methods and techniques.

During the week the department handled: Calls for service 101, Arrests 7, Cases Taken 13, Traffic stops 22

2) City Manager: Renegotiated expired contracts with new owner of CG property to be annexed into the City; Renegotiated expired contract with Mt. Shasta Resort for the use of City provided reclaimed water; negotiations with new CG owner on gifting property or at minimum, an easement for the placement of new City water tank on their property; worked with Public Works and contractor on how to resolve paint problems on City water tank; Housing Element funding discussions with HCD; meeting with SCORE and CIPA on employment mediation; gathering estimates for fuel reduction removal from locations in City; work on noticing issue with Summit Lofts development proposal; meeting with developer of tiny homes for a site on the Roseburg Property; meeting with Johnson controls about presentation on existing solar performance to Council at the first meeting in May; retained Bay Area Receivership Group to work on acquiring two neglected properties within City limits; ordered the abatement of 211 High Street; signed utility easement for Wastewater Treatment Plant with Pacific Corp; signed per capita grant from State Parks.

3) Fire: The Mount Shasta Fire Department responded to 39 Calls in the last two weeks.

Vegetation Fire-1

Structure Fire-1

Traffic Collision-2

Medical Rescue-1

Medicals-20

Unauthorized Burning-3

Fire Other-2

Public Assists-4

Dispatched and Canceled enroute-4

False Alarm-1

13 of the 39 calls were after normal work hours. (6:00 pm to 8:00 am)

Mount Shasta Fire Department personnel worked throughout the weeks on general duties and in keeping the Fire Department clean and sanitized; continued work on the Roseburg Property Fuel Reduction/ Fuel Break project- with the precipitation that we received, personnel were able to burn more piles at the site; Captain Marquis Smith attended S-330 All Risk Strike Team Leader class; Chief Duncan met with some local contractors regarding the fuel reduction at the springs; Chief Duncan attended a re-inspection for a local business that is remodeling; Chief Duncan attended the CSA 3 meeting; fire personnel from Mount Shasta Fire Department and Lake Shastina Fire Department participated in a pack test training where personnel were tasked with walking three miles in forty-five minutes while carrying a forty-five-pound pack.

4) Public Works: Weekly Bac-T routine samples completed and all samples passed; the crew repaired a leak to 6" water main along S. Washington St. near the intersection of Old McCloud Ave- this is the 3rd leak in this general vicinity-leak was repaired using a band and was allowed to drain overnight; PW's crew continued to look for the source of water service to 1180 S. Mt Shasta Blvd unit C&D and found that it was being fed from a separate line and not the line feeding unit A & B. Crew replaced old Badger analog meter with a new .75" Sensus and gave information to City Hall to inform customer and update billing; updated cross connection backflow testing information; contacted customers whose accounts were past due. PW's crew replaced light bulb on flashing red stop signal at the intersection of W. Alma and Pine Street; inspected and cleared all storm drain inlet grates during rainstorm on Wednesday and also compiled a list of locations that needed to be vacuumed; used Vac-Con truck to clear out debris from catch basins; sweeper was in action for 3 days this week;

PW's crew responded to 4 USA notifications; 1 city owned leak (repaired); 0 customer water shut offs; 0 meter reads; and 3 water services remain shut off from delinquent accounts. **Tank 1 Project** –Contractor did no work on project due to weather. **WWTP** – did not receive update from Brooke, she is in Tahoe for a conference. I reached out to her I am hoping I hear back soon.

Tank 1 Project - Contractor continued working on Quail Hill Tank site piping.

WWTP - Brian did plant checks and lab tests on Monday; he was off Tuesday, Wednesday, and Thursday. Friday he picked up the backhoe from the shop, cleared a fallen tree, completed weekly safety checks, and attended zoom study session. Brooke was on call and did daily plant checks. Brooke worked on monthly and quarterly reports and submitted them to state board. Wednesday I had a full lab day. I received ton deliveries, performed annual PT testing, several conversations with our regulator concerning the TRE Action Plan, and prepped for Tahoe conference.

5) Planning:

Permit applications

- Architectural Review 103 E Lake review and prepare item for public hearing
- Strawberry Valley Inn sign permit applications, review and approve
- Approve Durans as new owners on Green Heart cannabis permits
- Approve building permit app for SFR and Garage at Mill and High
- Review Blue Star sign permit app and issue hold letter
- Review Adams drive garage building permit and issue hold letter

General requests for information

- Ian Russell EV Station at motel – provide direction regarding building permit process
- Review info for Newman property and provide to CM
- Numerous calls re welding place on Spring Hill – no info on this
- Respond to Allie regarding zoning and density for three potential building sites

Planning Commission

- Restaurants staff report
- Short Term Rentals staff report
- Architectural Review 103 E Lake staff report

Parker Plaza Maintenance

- Meet with Byron on site to understand maintenance needs

Beautification Committee

- Attend portion of meeting ½ hr and discuss follow up steps for Parker Plaza, street tree maintenance, Starbucks landscaping, and funding for improvements
- Follow up with Public Works regarding tree maintenance

Long Range Planning

- Draft Short Term Rentals ordinance
- Housing Element Update proposals respond to each and save to file
- Walk Bike Ride Mt Shasta
 - Review slides for WBR presentation

- Prepare for and attend school board meeting for WBR presentation
- Press release edits
- Prepare for special joint workshop

Pacific Power

- Meet with Pacific Power – go over encroachment permit requirements and look at recent developments in the field that were done without encroachment permits as well as older items that are not well situated in the sidewalk areas. Talk about Rule 20 funding.

CEQA

- Discuss process for upcoming vegetation removal CEQA process with Fire Chief

Danco pre-development app

- Meet Tom Hesseldenz in field, go over possible wetland mitigation sites in City
- Review documents sent by Tom and send him additional documents re site boundaries and studies
- Responds to project coordinator regarding boundary of wetland study and mitigation area

The Landing

- Attend Zoom meeting for EIFD landing financial projections

Administrative work

- Credit card bill to Jodi
- Prepare agenda for special meeting
- Prepare agenda for regular PC meeting
- Print agenda packets for regular meeting
- Notice agenda for regular meeting online and in front of City Hall
- Provide email to PC and PC listserv with PC agenda items links
- Check in with 22ave to arrange for PC special meeting setup
- Re-link Parker Plaza RFP online

City Council

- Attend meeting and present memorandum for STR transfers April 11
- Provide agenda item descriptions for upcoming agenda April 25