

## CITY OF MT. SHASTA

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To: Mayor and Councilmembers  
From: City Manager Todd Juhasz  
Subject: Bi-Weekly Report  
Date: November 9, 2022

**1) Police:** Officers participated in a community outreach program at the Mt. Shasta High School, where they served hot chocolate and cider to students and played basketball; the City managed to have a successful and safe Halloween. Staff provided elementary and high school kids with safety kits and spoke to elementary and pre-school kids; staff participated in the Halloween parade; the Chief continued working on the completion of a Cohort 3 Grant funding proposal; during the week the department handled 104 calls for service, 1 arrests, 8 cases taken.

Traffic stops: 38

**2) City Manager:** Wrote RFP seeking planning consultant with experience navigating annexation and the LAFCo process; discussions with Ed Valenzuela about meeting with Kosmont regarding EIFDs while he is attending the CSAC Conference; meetings with owners representative regarding a ten acre parcel. The developer would like to build multi-family workforce housing, though the site is currently zoned as single family residential (R-1); attended SCORE Board of Directors meeting in Anderson; weekly team meetings with DANCO regarding a 25 unit affordable housing complex; meeting with Clark Brothers to discuss a potential settlement to avoid arbitration; Meeting with Todd Andres Regional Director of PP&L about a power box art agreement on behalf of DEAC; weekly Housing Element meeting with PlanWest; meeting with Matrix Consulting to discuss progress on the Fire and Police Consolidation Study; Interview with international travel website that annually produces a list of the top fifty places to visit in the world. This year Mt Shasta will be one of the locations included on that list; listed RFP for grant writing services for Lake Street STIP amendment, changes to CEQA filing; grant writing to find additional design money for a road diet and the addition of buffered bike lanes; provided final comments on the Active Transportation Plan; reached out to MIG Consulting regarding a noise study that they were contracted to complete-on hold until the City has more direction on whether this study should continue; performed administrative review on appealed parking citations; completed survey work on water tank site on Spring Hill Road. The site is currently owned by One Shasta LLC and is expected to be deeded to the City to provide future redundancy; managed public records request from Cliff Chang regarding receivership work on Old Hospital site; wrote letter of support for Siskiyou County Economic Development Commission for a grant application they are writing; reworked the job description for the Planner position to a potentially upgrade to a Community Development Director; meeting with Raftellis regarding progress on the City's Stormwater Rate Study; meeting with newly hired Public Works Director regarding expectations and desired projects that need to be completed; attended a State of Broadband Seminar; attended Siskiyou County Economic Development

Commission annual meeting; discussion with Plan West partners about potential work on LAFCo approval and annexation of the Orchard and One Shasta sites.

**3) Fire:** The Mount Shasta Fire Department responded to 17 calls during the last week. To include:

Medicals- 8

Traffic Collision - 1

False Alarm – 2

Public Assist- 5

Unauthorized Burning - 1

6 of the 17 calls were after normal work hours. (6:00 pm to 8:00 am)

Mount Shasta Fire Department personnel worked throughout the last two weeks on general duties, including keeping the Fire Department clean and sanitized.

On 11/01/2022 the Department lifted the restriction on door yard burning. Residents living within city limits can visit City Hall to obtain a Dooryard Burn Permit. CAL FIRE also lifted the restrictions for County residents.

Last Wednesday evening a training inservice was held. The Mount Shasta Fire Department personnel performed training on deploying hose bundles, their use, resupply and use for attack lines.

Last week, the Chief performed a commercial facility inspection for Sisson Elementary School, performed fit testing of new volunteers for the Department.

On 11/2/2022 Failsafe Testing came visited the Department and tested all ground ladders, an annual requirement. Failsafe tested load limits and inspected for any defects and placed stickers that change color if exposed to temperatures that are too hot.

On 11/5/2022, Mount Shasta Fire Department trained on handheld radio operations. This training focused on command groups, priority channels, scanning, and other aspects.

### **5) Public Works:**

**PW Crew** - Weekly Bac-T samples were collected, tested, and passed; staff repaired a two inch waterline and installed two inch gate valve at 700 Pine Street; staff repaired an eight inch waterline on N. B St that had pulled apart due to insufficient thrust block and insufficient restraints. Staff exposed the waterline, installed a restrained coupler, and new thrust

block; Public Works spent two days completing storm cleanup from Monday and Tuesday's snow storm including removing fallen branches and trimming trees; staff installed insulating bags on water sample sites, installed snow poles on concrete medians, and on fire hydrants; staff cleared storm drain lines and catch basins in preparation for the precipitation; the street sweeper was used three days this week to clear leaves; staff performed water shut offs (18 Total) for non-payment; Public Works responded to 2 USA notifications, 2 city leaks, 6 customer water shut offs/turn ons, and 0 sewer back-ups;

**Tank 1 Project** – Contractor is in the process of finalizing the punch list.

**Pine St Project** – Conducted final walk through for project closeout. The attendees included; City staff, Pace Engineering, Site Works Solutions

**Sewer Interceptor Project** – Contractor continued with the installation of a 24" through waterline through the LSWMC property and installed controlled density fill around the abandoned sewer line.

**WWTP** – Brian: Monday- timecards to Jodi, study, left at 10:15AM. Tuesday- plant checks, set coliform tests, Read BODs, prep for full lab, collect lake and river samples- run tests in lab, power outage- start DAF/RSF shut down for winter, made LTB/BGB tubes. Wednesday- plant checks, read coliform tests, clean/service poly blend unit, start/stop flows for construction connection to water line, QC tubes. Thursday- plant checks, read coliform tests, winterization work on DAF/cleaning. Friday- plant check, read coliforms, calibrate deox, more DAF winterization work, start RSF winterization, Solanos, paperwork to city hall, weekly checks.

Brooke: Monday- plant check, set coliform tests, emails, backhoe-clear algae from discharge pipe, clean algae overflow/spill, enter data, lab QA/QC testing, check mail. Tuesday- search for D.O.C forms on computer-couldn't find- create new form, update master document list, enter data, power outage- start DAF/RSF shut down for winter, contact PT supplier- request info sent to ELAP. Wednesday- emails, enter data, weekly lab- include PT samples, meet with Mike- discuss construction at headworks, check mail, clean lab, Napa-check for grease. Thursday- emails, discuss construction with Mike, enter data, Napa, receipts to Erin, check mail/ p/u paychecks, calculate GC flows for Rhonda, discuss DAF/RSF winterization with Brian, drop Brian at shop to p/u Jeep. Friday- emails, enter data, gas truck, collect Q-4 samples, deliver samples to Redding.