

CITY OF MT. SHASTA

To: Mayor and Councilmembers
From: City Manager Todd Juhasz
Subject: Bi-Weekly Report
Date: July 11, 2023

Police Department: Officers were kept busy with the 4th of July festivities. The walk/run and parade events were very successful with no law enforcement actions needed. Chief Gibson would like to extend a special thanks to the Siskiyou County Sheriff's Department and the Lake Shastina Police Department for providing additional law enforcement support for the events. Several arrests were made during the week for public intoxication and vandalism involving City owned downtown trash cans. Officers executed a search warrant for a domestic violence suspect that had barricaded himself in his house and refused to surrender. Officers made entry and were able to take the suspect into custody without further incident.

During the week the department handled:

157 Calls for Service

10 Arrests

14 Cases taken

14 Traffic stops

City Manager: Worked on an appeal to the Department of Toxic Substances (DTS) for fees levied against the City for work cleaning up the Landing Site. The fee waiver staff is working on with the EPA is for the DTS to waive the "Generation and Handling Fee." The total request from DTS is for payment of \$38k. The EPA believes this was billed in error and that the waiver will be approved; the City of Yreka and I wrote a letter to the County asking that if the County is awarded funds under a FEMA Grant for the completion of a Countywide Local Hazard Mitigation Plan will also include funding for municipalities to update each of their LHMPs. They agreed; Discussed plans for Theory Coffee. They are expected to open in October; responded to numerous emails regarding the City's body cam policy; Staff has a date scheduled for a presentation on a proposed to create a combined City/County Enhanced Infrastructure Finance District. The presentation will take place on August 8th at 9 am at the Board of Supervisors. Kosmont, the consultant on this project will be co-presenting; Staff rewrote the RFP seeking a new Library Director. The Friends of the Library have added edits. The RFP will be brought to the next Council meeting for approval; The City Manager worked with the Mt Shasta Police Department on researching companies that host social media for municipalities and a company that does archiving of social media posts for municipalities. Council approved the use of ArchiveSocial and CivicPlus at the July 10th Council meeting; Met virtually with PlanWest consulting about potentially undertaking our LAFCO and other annexation work for the Orchard and One Shasta Properties. They'll have a better sense of their workload in late July or in early August; Asked Housing and Community Development (HCD) for a rescope of remaining SB2 funds to complete code upgrades as pertains to affordable housing laws that have past over the last three years; Worked with Josh Thomas on his presentation to Council. Compiled TOT and TUT numbers from last year and those projected for this year at his request; calls made to local

hoteliers regarding the proposed TOT tax increase to see if there was any support. So far, no one from that community has agreed to support it; Pro and Con arguments for the proposed TOT increase are due on August 1st; Edited the narrative for the Safe Streets and Roads for All Federal Grant for the completion of a Safety Action Plan for the City. Also wrote letters of support for signature; Election Consolidation Paperwork was submitted to the County Election Clerk; Promoted Cory Burns as Acting Fire Chief after the departure of Chief Duncan; Nest bids are in with the receiver. The winning bid has yet to be announced; completed an MOU between to the City and County to allow the County to do record keeping, perform enforcement , and perform reporting on behalf of the City as relates to SB 1383; worked with SCORE, the City's insurance provider to pay for damages to the fire hall caused by a civilian driver. AN adjuster has been out to the site and the repairs will begin shortly; fielded public information requests from the Siskiyou Daily News regarding the management of the Library; performed the administrative review of traffic citation appeals; inquiry to broker on when we are likely to receive comments on the draft agreement to transfer the DEX 6 Well to the City; The survey has been completed for ½ of Field Street and John Kenny, the city attorney has provided a checklist of notification requirements before we can bring the proposed vacation to Council for approval.

Fire Department:

The Mount Shasta Fire Department responded to 24 calls for the last week.

Medicals-11

Structure Fire-1

Wildland Fire-1

Traffic Collisions-1

Dispatched and Canceled-2

Public Assist-5

False Alarm-3

9 of the 24 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 to include keeping the Fire Department clean and sanitized.

Staff has continued to work on the Roseburg Fuel Reduction project to include the hand cutting and piling of brush. We now have a fuel break all the way around the perimeter of the property. Staff will continue to work on the interior portions of the project.

Staff completed a walk-through of the property from the Best Western to Ream Ave with the contractor to ensure our fuel reduction prescription was met.

Staff was assigned to engines during the 4 of July until midnight for patrol and emergency response.

Staff responded to a structure fire on 7/3/23 at approximately 22:30 in the fire protection district. Staff was at scene until 6 a.m. after cleaning up.

Staff did some hydrant testing and flowing.

Public Works

- The Public Works Director (PWD) received a voicemail from a resident on E. Hinkley complaining about the blackberry bushes growing over her back fence. She implied it was city property behind her. The PWD checked Parcel Quest and it is private property.
- Spoke with staff at the library about fixing a stuck door. It was more than the PW crew could handle so we contacted Kenny's Locks.
- Spoke with a resident on Cedar Street about a possible water leak. Staff performed a meter check and noted a small leak in his system.
- The PWD traded emails with Walsh Construction concerning their request to store k-rails on the Old Mill Site over the next two winters when they won't be used on the I-5 project. Staff is researching options.
- Spoke with the Community Sustainability Project (CSP). The CSP wanted to know the average water usage per capita. I gave him the results of our water usage for April of this year but explained it could vary significantly depending on the time of year.
- Submitted a request for a letter of support to Caltrans for the MPDG due in August. I will make some minor corrections to it on Monday. The Multimodal Project Discretionary Grant program (MPDG)
- Took several days of leave.

PW Crew –

Monday –Placed Fourth of July race route detour and barricades; Back-filled a leak repair on Mt. View and poured a new concrete driveway in place of the driveway that was removed to allow for the repair to be completed. Watered downtown plants. YCC crew continued clearing vegetation at Corp Yard property. Responded to 2 USA locates.

Tuesday – Holiday

Wednesday – Weekly routine Bac-T samples taken and were submitted to Pace Labs. All passed; Staff began at 6 am and performed clean up from the Fourth of July festivities- barricades, cones, detours, race banner, electrical event panels, swept the downtown area and E. Castle Parking lot; Performed a meter profile for a residence on Cedar Street and found that the location has leak. YCC cleared vegetation along the alley between W. Castle and W Alma and crew picked up piles of debris.

Thursday – Weekly Routine samples passed. Performed monthly fire extinguisher checks. Staff continued white street markings (2 man crew – 8 Hours); Flushed and investigated a 6 inch sewer main from MH 214 at the end of Oak Street upstream. Found that this line is in poor shape and will need a section replaced. A new MH was installed to remove two 45 deg. fittings that makes maintenance of this line difficult; YCC cleared vegetation along the alley between W. Castle and W Alma and Cedar alley from W Castle to W Alma and crew picked up piles of debris. Responded to 3 USA locates.

Friday – Staff continued laying white street markings (2 man crew – 8 Hours); Removed a tree in front of a E Lake Street residence that was rotten and the limbs were hanging over the roadway; Installed a convex mirror at the alley near the FD; Watered downtown plants; Responded to 1 USA locate; Repaired 2 garbage cans in the downtown area.

Saturday -

Sunday – Spring production increase 100 GPM compared to the previous week. 7/2/2023 1657 GPM.
7/9/2023 1833 GPM.

Pine St Project - Waiting on Project closeout.

Sewer Interceptor Project – Timberworks Continued construction at Old Stage Rd.

Oak Street Project. – Timberworks is planning to begin this project in August.