

CITY OF MT. SHASTA

To: Mayor and Councilmembers
From: City Manager Todd Juhasz
Subject: Bi-Weekly Report
Date: August 1, 2023

Police Department:

- The Chief met with Mt. Shasta High School's Principal in regard to the collaborative funding available as part of the Prop 64 grant funding award.
- The Chief attended at Prop 64 Cohort 2 and 3 consolidation meeting.
- Staff attended a safety meeting at the Dunsmuir Cal Trans site regarding emergency response/evacuation needs during the ongoing I-5 construction.
- Completed work on a Prop 64 Cohort 3 request for expenditures as required to allow the Police Department to start spending prop 64 funds on a new vehicle and new computer aided dispatch/reporting system in RIMS.

During the week the department handled:

160 calls for service

4 Arrests

10 Cases Taken

14 Traffic stops

City Manager:

- Wrote a contract for the City to hire Tom Hesseldenz, Landscape Architect, to work on the proposed Mt Shasta Boulevard/ Chestnut Couplet as well as Castle Creek daylighting. John Kenny, the city attorney, had a couple of minor additions.
- Prepared pro and con arguments for the proposed two percent Transient Occupancy Tax ("Overnight Lodging Tax") measure. Council approved pro arguments and these were submitted to the County Election Clerk.
- Interviewed a prospective city planner candidate based in Seattle. This person interviewed very well, but would require a steep learning curve.
- A Planning Director candidate that was interviewed a couple of months ago, who would have been the perfect fit to run planning for the City. The candidate is currently working in a much more expensive locale, thus the City could not meet his salary requirements. The City Manager and the candidate have kept in touch and the candidate decided to accept the position at a considerably lower rate than he is currently making. He starts in mid-October.
- Reviewed the Enhanced Infrastructure Finance District (EIFD) presentation materials with Kosmont Consulting. We are ready for the presentation of a proposal for the City and County

to join forces in support of an EIFD development. The creation of the EIFD will support infrastructure development at several sites in Mt Shasta, which, in-turn, will support physical development on these sites.

- Signed an amendment to the City's contract with TRC Planning Solutions for the continued provision of contract planning services until the Planning Director is on-board and up to speed.
- Held conversations with Kennedy-Wilson Brokerage regarding when we are likely to see comments from One Shasta, LLC's attorney. No clear due date was provided.
- An amendment was prepared and signed with Raftellis, the consulting firm that completed our Stormwater Drainage Fee Analysis. The amendment will allow the firm to complete federal grant application writing, to complete a draft fee report and associated ordinance, and will allow them to build support for the passage of the Drainage Assessment before it goes to the ballot.
- Completed required public noticing in support of the vacation of ½ of Field Street as required for the completion of DANCO's affordable housing project.
- Attended a Joint Powers Authority meeting at county offices along with other City Managers, Council Members, and Mayors of Siskiyou County. The purpose is to ensure that we are on-track to meet the State's Rural Exemption deadline for the collection and disposition of electronic and food waste. The cities have asked the County to meet on a more regular basis to ensure that we are on track and to better understand the likely cost to be borne by each municipality.
- Fulfilled Freedom of Information (FOIA) Requests submitted to the City
- Completed and posted the Library Director RFP on several relevant websites
- Review of worker's compensation claims by SCORE
- Resolved outdoor seating issue on behalf of the Thrive Bar and in conjunction with our Public Work's Department
- Worked with the Building Inspector and the Public Work's Director to resolve an ADA related issue on behalf of a local developer.
- The City held the first ad hoc Chestnut and Mt Shasta Couplet/Castle Creek Daylighting feasibility meeting. The second will be held this coming Wednesday, August 2nd.
- Sought the approval of a conditional approval of a Special Event Permit on Park's Property
- Worked with Council to attempt to delay a discussion related to parking enforcement on Castle Street at the request of an absent Councilperson.
- Mine inspection was completed on behalf of the Springhill Quarry
- Monthly meeting with the city managers of Dunsmuir, Weed, Mt Shasta, and Yreka.
- Discussions with the Siskiyou Economic Development Council (SEDC) about writing a grant application through the Community Development Block Grant Program (CDBG) for the study of the right mix of businesses that are likely to thrive in Mt Shasta. In addition, if awarded, a firm will be hired with the funds that will allow the City to hire an economic development consultant with industry contacts to work as a de facto Economic Development Director for at least two years.

- Received notice that the “Nest” (305 Old McCloud Road) bidding is complete as part of the receivership process. The Receiver chose a firm named Barr Investments, LLC to complete due diligence on the property.
- Held a Downtown Enhancement Advisory Committee (DEAC) Meeting.
- Signed final grant paperwork on behalf of DANCO in support of a grant application for additional affordable housing funds.
- Reviewed a draft ordinance prepared by PlanWest as required under recent State affordable housing guidelines.
- Held a meeting with a motel operator that is concerned about the potential impacts that an increase in the Transient Occupancy Tax will have on his business. The City provided contact information to support upgrades to the subject property through either the Siskiyou Economic Development Corporation (SEDC) and/or JEDI. It was also suggested that the business owner file “con” arguments against the measure with the County Elections Clerk by the close of business on August 1st.
- Staff discussions were held regarding the City’s imminent deployment of social media and the upgrade of City webpages through the companies, CivicPlus and Archive Social.

Mount Shasta Fire:

The Mount Shasta Fire Department responded to 31 calls for the last week.

- Medicals-17
- Smoke in a Building-1
- Unauthorized burning-1
- Dispatched and Canceled-3
- Public Assist-6
- False Alarm-3
- 15 of the 31 calls were after normal work hours. (6:00 pm to 8:00 am)

Mount Shasta Fire Department personnel worked through the week on keeping the Fire Department clean, sanitized, maintained, and to ensure that equipment is serviced.

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

Staff completed sprinkler and continued SRT inspections.

Staff completed training last Wednesday on engine pump operations and hose training.

Staff trained on driver operator skills and wildland fire mobile attack.

Staff completed hydrant flow testing and painted hydrants.

Staff completed an inspection of Tree House Restaurant.

The Chief worked with a contractor for Station two on wall repairs resulting from a civilian crash.

Public Works:

- After several discussions with a homeowner at East Jessie and Chestnut concerning drainage at the back of their lot, the homeowner was asked to submit a work order at city hall. The work order will allow the public works crew to install a stub out in the storm drain system to tie into a new French drain.
- Caltrans issued a letter of support for our MPDG project which needs to be submitted by late August in support of a RAISE Grant.
- Met with two property owners on Alder that wants to install a fence between their properties and needed to know the location of the city water line. The owners were directed to contact USA Locate.
- Spoke to a resident on Shasta Avenue who would like to donate her 40' Colorado Blue Spruce to the city for Christmas exhibit. I passed her information along to Kaila Burns at the Chamber of Commerce.
- With input from State HCD and discussions with James McIntyre, the City developed an alternative for ADA access for the ADA unit at the new triplex on Carmen Drive.
- Public Works is still looking for a site where we can store grindings from I-5 for use on paving projects.
- Learned for North State Land Surveying that the ROW for McCloud Avenue is actually 50' wide. It was reduced from 60' to 50" in 1914 and the geometry was modified slightly at the request of H.M. Ream.
- Issued a conditionally approved special event permit to Mt. Shasta Rotary for the annual Blackberry Festival occurring on 9/03/23.
- Attended a bi-weekly meeting on the WWTP project and got updates on progress. They have started filling the main treatment chambers as part of the final work to bring the plant on-line.
- Spoke with Venetta Brown about the vacation of Field Street regarding how that area will still continue as undisturbed wetlands and about the associated affordable housing project.

PW Crew –

Monday – The Farmer's Market was set up with help from Public Works. Plants were watered along the downtown area. YCC cleared vegetation along Chestnut from E. Ivy and Field Street and City crews picked up piles of debris. Staff completed all pavement markings (2 man crew – 8 Hours).

Tuesday – Weekly routine Bac-T samples and raw water samples were taken to Redding and were submitted to Pace Labs. Picked up Farmers Market detour. YCC cleared vegetation along Chestnut from E. Ivy and Field Street and staff picked up piles of debris. Staff also

began cleaning up stencils, equipment, staging area, and paint sprayers. City staff resumed sewer line grease inspections at: 614-615, 623-Main, 623-624, and 665-664.

Wednesday – Weekly Routine samples were taken at Ivy/Rockfellow. PRV tested as trace coliform present for Total Coliform. The raw water sample for the Springs had a result of MPN of 2 for Total Coliform. Staff flushed and prepared repeat sample sites for samples to be taken. Watered plants along the downtown area. Staff continued cleanup of stencils, equipment, staging area, and paint sprayers. YCC cleared vegetation along Chestnut from E. Ivy and Field Street and crew picked up piles of debris.

Thursday – Repeat samples were taken, three repeat and one sample from the Springs and delivered to Pace Labs. Staff continued cleanup of stencils, equipment, staging area, and paint sprayers. YCC cleared vegetation along Hinkley Street and staff picked up piles of debris. They also cut down four small trees at the corner of E Ivy and Chestnut street that are damaging the sidewalk and at various other locations where vegetation is obstructing the line of site of motorists to oncoming traffic. Staff installed a four inch storm drain connection to an existing 36" CMP drain line along E Jessie St. Staff repaired a pothole at W. Alma Street with permanent AC patch. Completed monthly water meter reads. Staff flushed and removed grease at locations at the Kenneth area.

Friday – Watered plants along the downtown area. Received results from repeat samples with the Springs. Raw water sample came back negative and all three repeat samples for the Ivy/Rockfellow site came back with an MPN of two. Staff completed the cleanup of stencils, equipment, staging area, and paint sprayers. Mowed City Hall and library lawns. Shipped our locating receiver to ITC for repairs. Began flushing dead end water line locations. Picked up debris left from YCC crew.

Saturday -

Sunday – Spring production increased 137 GPM compared to the previous week. 7/23/2023 2116 GPM. 7/30/2023 2253 GPM.

Pine St Project - SWS completed punch list items including dig outs and repaved sunken trenches.

Sewer Interceptor Project – Project substantially complete.

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

WWTP:

On-boarding