

## CITY OF MT. SHASTA

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To: Mayor and Councilmembers  
From: City Manager Todd Juhasz  
Subject: Bi-Weekly Report  
Date: August 21, 2023

### **Police Department:**

- The Chief worked on completing the Prop 64 cohort 2 and cohort 3 quarterly reports.
- Prop 64 funding was approved and the process of obtaining RIMS computer aided dispatch/report system was set in motion.
- New equipment and vehicle purchasing RFPs were posted.
- A design meeting for the new City website was held
- The Chief is out on vacation next week

During the week the department handled, 119 calls for service: 1 arrest, 12 cases taken, 12 traffic stops

### **City Manager:**

- Zoom meeting with John Kenny and Jonz Norine (City attorneys), and Ryan Griffith, the attorney for the Bay Area Receivership Group regarding strategies for the upcoming hearing for the abatement of 210 Eugene Way (the Old Hospital).
- Planwest Partners and I presented an Emergency Shelter Ordinance to the Planning Commission. It passed 5-0. The passage of the Ordinance was required for compliance with CA Housing Law. Without passage, Housing and Community Development will not certify our recently submitted Housing Element.
- Worked with a residential property owner whose home is under a demolition order. Before the property is seized, a timeline was prepared of when certain milestones need to be met.
- Completed tax credit forms were completed and submitted to the State's Tax Credit Allocation Committee in support of the DANCO affordable housing project.
- Completed noticing requirements, survey data, utility easement prior to seeking approval for the vacation of ½ of Field Street in support of the DANCO project. Council approved the vacation by a 3 to 0 vote.
- Closed hearing session related to a proposed legal settlement for water damage
- Signed a Notice to Proceed for the Oak Street Project
- Second presentation was given to the Board of Supervisors (BOS) on a proposal to partner on an Enhanced Infrastructure Finance District (EIFD). By partnering with the County it will allow the City to provide vital infrastructure to sites like the Landing in order to kick start development. Joe Dieguez from Kosmont Consulting and I presented to the BOS and managed a 4 to 1 vote in favor of moving towards EIFD formation. The Siskiyou Economic

Development Commission (SEDC) deserves credit for writing the grant for Kosmont's services and working behind the scenes with the CAO and Supervisors on selling the EIFD partnership.

- Held a Zoom meeting post BOS decision with Kosmont and SEDC on next steps. Kosmont is working on a draft non-binding resolution to be sent to California's State Financing Authority once Mt Shasta's City Council and the BOS approves it.
- Prepared a draft Tobacco Retailer Ordinance that, if passed, would further restrict retailers from selling tobacco products to minors
- Inquiry to the regional Manager of Pac Power attempting to get advance notice of power shutdowns that were happening in Mt Shasta. PacPower explained that the recent outages were unplanned, though promised to provide text messages in advance of likely public safety shutdowns when weather conditions are conducive to wildfires. This information will be posted on the City's FaceBook page.
- Worked with the Downtown Enhancement Advisory Committee (DEAC) on the installation of the "Flower of Life Sculpture"
- Initiated bi-weekly calls with SEDC to ensure that the City of Mt Shasta and SEDC are coordinating more closely on business attraction and retention initiatives
- Met with Eugne Tssui on his proposed development of a large conference center on Spring Hill Drive. The structure will utilize "living building technology". The contract planner is working on determining likely permit fees for the construction of the complex structure.
- Made several calls to Kennedy-Wilson, the broker for the One Shasta site seeking comments on the contract to transfer the DEX 6 Well Site to the City. In exchange for control of the well, the City would significantly upsize the tank and ensure that we provide water to One Shasta during full build-out. The well transfer would significantly increase the City of Mt Shasta's water reserves.
- Met with Marc Coopwood from Apex IT, the City's provider on a plan to work with Lexipol for significantly reduced grant writing services
- Working on a grant application for the Safe Streets for America Grant (SS4A)
- The cities of Weed, Dunsmuir, Mt Shasta, and Yreka are partnering with the SEDC on a Climate Action Plan Grant that would bring green technology manufacturers to Siskiyou County
- Call with a developer that is interested in purchasing the Landing for the development of light manufacturing, work force housing, and market rate housing. If we are able to form an EIFD with the County, we have a verbal agreement to have the developer build the necessary infrastructure. The developer will be reimbursed for the infrastructure once enough property tax increment is recovered post EIFD formation
- Worked with the library to get another pedestrian level light stanchion ordered in order to provide better lighting at night for patrons and employees
- Shared Mt Shasta's 2019 class/comp study with the City of Weed. They are using it to apply the appropriate cost escalators to revamp their salary structure to ensure that they remain competitive with like positions in the Northstate.

## **Mount Shasta Fire Department:**

The Mount Shasta Fire Department responded to 18 calls:

19 Medicals

1 Railroad tie fire

1 Traffic accident

3 Dispatched and Canceled

3 Public Assist

10 of the 27 calls were after normal work hours. (6:00 pm to 8:00 am)

- The Mount Shasta Fire Department personnel worked throughout the weeks on general duties to include: keeping the Fire Department clean, sanitized, maintained, and equipment serviced
- The Mount Shasta Fire Department in conjunction with CAL Fire and the USFS responded to Faery Falls twice since August 7<sup>th</sup>, 2023. One call involved extricating a patient using a stokes basket. She was then transported to the hospital via Mt. Shasta Ambulance. On 8/8/2023, the Mt. Shasta Fire and CAL Fire returned to Faery Falls and preplanned the area in case another incident was to occur.
- Staff has continued to work on the Roseburg Fuel Reduction project with hand cutting and piling brush and will continue to work on the interior portions of the project.
- Staff continued SRT inspections.
- Staff completed training on Wednesday night from approximately 18:00 to 20:00 related to securing patients into the stokes basket.
- Staff continued to do hydrant flow testing and painting hydrants.
- The Fire Department has been awarded a Volunteer Fire Assistance grant for over \$12,000 to replace aging wildland fire clothing and equipment; this will be coming to Council for approval on August 28<sup>th</sup>.

## **Public Works:**

- The PW's Director called Kelly Zolotoff of Caltrans to verify our STIP project for an asphalt overlay of the north end of N. Mt. Shasta Blvd. was granted an extension. PACE was then contacted in order to generate an estimate and timeline for the preparation of a construction contract to complete work.
- The Director attended a portion of the Beatification Committee's meeting discussing the placement of the Ned Boss Memorial and maintenance of Parker's Plaza.
- A new wide format printer was delivered by Western Business Products and APEX IT was called to coordinate the installation of the new drivers.
- Spoke with a property owner about a 2.88 acre property on Nixon Road. It was confirmed that there is no sewer infrastructure on Nixon Road but that a permit for

- a septic system could be obtained. The owner asked if the property could be subdivided while on septic. He was sent copies of the city ordinances dealing with onsite sewer systems and minimum lot sizes. It was confirmed that it looked feasible to do a lot split but would depend on the city planner's review.
- Conducted an onsite inspections on Carmen, Nixon Road, 555 N. Adams and 1208 N. Mt Shasta Blvd.
  - Met with the new owner of the Old Burger Express building. He is looking to complete an extensive cleanup, undertake improvements to the site, and place a new eatery in the building.
  - Spoke with the owner 516 Old McCloud concerning an abandoned well located within the city's utility easement. The owner had already spoken with Public Works. She was concerned about the potential for cross contamination. The Director confirmed that the well was not City property and gave her the names and contact numbers for three firms that should be able to weld a cap onto the casing to permanently seal it from entry.
  - Met with Jake Pritchard and David Torres onsite to discuss how and where Flower of Life pedestal would be installed on the Castle Street island.
  - Spoke with an applicant about obtaining a parklet permit for the Whiskey Row establishment.
  - The Director attended the monthly Siskiyou County Local Transportation Commission meeting.
  - Met with Native Grounds and Kaila Burns (the Chamber of Commerce) onsite to review a proposed landscaping project. Copies of the associated tax maps were sent to help both parties understand the positioning of the Union Pacific right of way.
  - The City agreed to park our five-yard dump truck up at Shastice Park for the Blackberry Festival. The Rotary Club will deposit filled garbage bags in the truck and the city crew will take it to the dump on Monday. I told Kenneth Brummel-Smith (Rotary President) that the Rotary will need to pay the dump fees.
  - Conducted a field check on the pond above the Mountain Oak cul-de-sac. The culvert is still in place in the drainage where the pond is constructed.
  - Met with a water customer again to go over her request for a reduction in her water bill due to a leak. Staff conducted an assessment and found water use during the period when the house was empty and no one should have been using water.
  - Traded emails with Katie Gilman of the State Water Board concerning our 401 Army Corp permit for the WWTP project. We'll need to submit a Report type 4 & 5.
  - Attended Caltrans Climate Adaptation Grants Outreach and eVIP 2.0 webinars
  - Contacted Pacific Power and requested Utility Service Designs for potential EV charging stations at the corner of Alma and Mt. Shasta Blvd.as well as at the corporation yard.

## **PW Crew –**

**Monday** – The Farmers Market set up. Plants were watered along the downtown area. Performed monthly fire extinguisher checks. Flushed well 1 and 2. Installed a second meter at a residence on Chestnut per WO 8054, waiting for Ray Mac Mechanical to complete their tie into the building so we can back fill our excavations. Repaired a water leak on .75-inch water lateral servicing at 112 Sheldon located on S. A St. Staff installed repair band, back filled and installed cold mix AC. Repaired bent parking sign on NE corner of E Castle and Chestnut that was damaged by a vehicle. Trimmed vegetation along Rockfellow drive at the Armory.

**Tuesday** – Weekly routine Bac-T samples were collected along with yearly Nitrate samples from the Springs, Well 1 and Well 2 and submitted to Pace Labs. Well 1 and 2 were used for a short period today. Picked up Farmers Market detour signs. Swept up dirt and debris with sweeper along the parking lot in front of the High School that had washed down from the high school football parking lot and county road. Prepared for concrete pour at SA alley adjacent to Perry street to replace missing driveway section and for the installation of a concrete collar for valve can. Also prepared for the installation of a concrete collar for blow off valve can at the end of the line at N. B St. Backfilled a property on Chestnut. A meter was installed as was a dual meter box and dual port AMR. Trimmed trees at various locations.

**Wednesday** – Weekly Routine water samples passed bacteriology. Performed monthly water shut off. Six services were taken down and four were restored by the end of the day. Poured concrete collar for blow off valve can at EOL at N. B St. Trimmed trees and vegetation along Perez alley and Field St. Completed preparations for concrete pour at S. A St. and driveway at 1312 SMSB. Completed 2 USA locates. Installed repair kit for yard hydrant on the corner of the PD building which had been leaking from the top. Removed the abandoned drinking water sample tap and cage located behind the rock drinking faucet at city hall. Replaced the existing shut off valve for the rock drinking fountain that was under the sample tap.

**Thursday** – Poured a concrete collar and driveway sections at S. A St. and 1312 SMSB. Trimmed trees at Perry St. to improve visibility of stop sign at S. A St. Excavated water lateral at the main and across the sidewalk in preparation to move the meter for 1023 Ream from in front of the building to the back of sidewalk and backfilled excavation.

**Friday** – Watered plants along the downtown area. Moved the meter for 1023 Ream to behind the sidewalk. Began street striping along with County staff. Staff followed paint crews that were placing cones at intersections. County spray rig broke down at 12 pm, so staff did not finish striping. Trimmed trees and vegetation at various locations. Moved piles of trees and vegetation that the FD cut down at the Roseburg Site and moved the debris to burn pile.

**Saturday** -

**Sunday** – Spring production increased 30 GPM compared to the previous week. 8/7/2023 2321 GPM. 8/13/2023 2351 GPM.

**Sewer Interceptor Project** – Project substantially complete.

**Oak Street Project.** – Timberworks is planning to begin this project in August and a preconstruction meeting has been scheduled for Aug. 15<sup>th</sup> at 9 am.