“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

<table>
<thead>
<tr>
<th>Page</th>
<th>Item</th>
<th>STANDING AGENDA ITEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Call to Order and Flag Salute</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Roll call</td>
<td></td>
</tr>
</tbody>
</table>
| 3.   | Special Presentations & Announcements:  
a. Matt Melo, Fire Chief: Review of City’s wildfire preparedness plan |
| 4.   | Public Comment:  
Welcome to our City Council meeting. The Council invites the public to address the Council on matters on the Consent Agenda and matters not listed on the agenda that are within the Council’s subject matter jurisdiction. If the Public wishes to comment on matters that are on the agenda, the Council will request comment when the matter is heard. The Council reserves the right to limit public comment on matters that are outside its subject matter jurisdiction.  
The City Council may regulate the total amount of time on particular issues and for speakers (typically 3 minutes). The Council may place additional time limits on comments, to ensure members of the public have an opportunity to speak and the Council is able to complete its business. A group may be asked to choose a spokesperson to address the Council on a subject matter, or the Council may limit the number of persons addressing the Council whenever a group of persons wishes to address the council on the same subject matter. Speakers may not cede their time to another.  
The Mayor manages the City Council meeting with a commitment to effective engagement while maintaining a positive, respectful decorum. The Mayor will typically start the Public Comment period sharing the following reminders relating decorum and Brown Act compliance efforts:  
✓ This is the time for the public to address the Council on matters on the Consent Agenda or matters NOT on the Council Agenda. This will be a comment period only. If the public wishes a response they may provide their contact information to the Deputy City Clerk.  
✓ The Mayor will recognize each speaker in an orderly fashion. Most often, the Mayor will call the speakers whom have signed in first and shall then call for those who would like to address the Council but whom did not sign in by inviting them to come to the front of the room and wait to be recognized to speak. Once the speaker is recognized, the speaker will address the Council only and shall provide comment from the public microphone. Public Comment will typically not be taken from any person shouting from the audience.  
✓ No heckling or shouting from the audience at a speaker shall be permitted.  
✓ The City Council may ask “clarifying” questions only. Due to equity and Brown Act concerns, the Council will avoid engaging in dialogue or debate.  
✓ If there is an item of great community significance/interest and is within the Council’s subject matter jurisdiction, the Council may request the item be agendized for further consideration at a subsequent Council meeting. |
5. **Meeting Recess (As Necessary)**

6. **Council and Staff Comments**

<table>
<thead>
<tr>
<th><strong>CITY COUNCIL BUSINESS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Page 4-52</strong></td>
</tr>
<tr>
<td><strong>7. Consent Agenda</strong> - The City Manager recommends approval of the following Consent Agenda items. All Resolutions and Ordinances on this agenda, or added hereto, shall be introduced or adopted, as applicable, by title only, and the full reading thereof is hereby waived.</td>
</tr>
<tr>
<td><strong>Page 53-55</strong></td>
</tr>
<tr>
<td><strong>8. Public Hearing: Amending Cannabis Regulatory Fees</strong></td>
</tr>
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</table>

**Background:** The regulatory fee for the cannabis retail and industry license holders is in place to cover the cost of monitoring and inspecting facilities. The proposed amended regulatory fee per license for both retail and industry cannabis uses is $1,000. This is an increase from $320 per license. The proposed increase in the regulatory fee for both retail and industry licenses would cover two-thirds of the cost of a half-time Cannabis Enforcement Office with a salary of approximately $32,000. The remain third will be covered by the cannabis tax revenue. If the City of Mt. Shasta issues any additional licenses, then the position funding would rely less on the cannabis tax revenue source. |

**Report By:** Juliana Lucchesi, City Planner

**Recommended Council Action:** approve CCR-19-XX amending the Cannabis Regulatory License Fees for Retail and Industry Cannabis Licenses
9. Discussion and Possible Action: City Support for Mt. Shasta Community Fireworks

**Background:** The Mt. Shasta fireworks display over Lake Siskiyou has been a tradition for more than 40 years and is supported completely by sponsor donations. The fireworks show is known as one of the best in Northern California and entertains thousands of people every year. For the first time, the City of Mt. Shasta has been approached with a request for sponsorship.

**Report By:** Kathy Wilson, Deputy City Clerk

**Recommended Council Action:** Discuss and determine whether to support Mt. Shasta Community Fireworks, a non-profit corporation, with a monetary donation for the annual fireworks display over Lake Siskiyou.

### CITY COUNCIL/STAFF REPORTING PERIOD

10. Council Reports on Attendance at Appointed/Outside Meetings: None

11. Future Agenda Items (Appearing on the agenda within 60-90 days):

   a. Recreation and Parks District Board Appointment – 6/2019
   b. Amendment to Professional Services Agreement with Mt. Shasta Engineering – 6/2019
   c. Johnson Controls Contract Amendment – 6/10/2019
   d. Draft Agreement Regarding Transfer of Community Center – 6/2019
   e. Siskiyou Economic Development Council Report – TBD
   f. Presentation by Burney Disposal - TBD

12. Closed Session: None

13. **Adjourn**

   **Availability of Public Records:** All public records related to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall located at 305 North Mt. Shasta Blvd., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body.

   The City of Mt. Shasta does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, persons requiring accommodations for a disability at a public meeting should notify the City Clerk or Deputy City Clerk at least 48 hours prior to the meeting at (530) 926-7510 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.
“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

<table>
<thead>
<tr>
<th>STANDING AGENDA ITEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Call to Order and Flag Salute:</strong> At the hour of 5:30 p.m. Mayor Pro Tem Stackfleth called the meeting to order and led the audience in the Pledge of Allegiance.</td>
</tr>
<tr>
<td><strong>2. Roll Call:</strong> Council Members Present: Engstrom, Redmond, Collings, Stackfleth Council Members Absent: Wagner</td>
</tr>
<tr>
<td><strong>3. Special Presentations &amp; Announcements:</strong> None</td>
</tr>
<tr>
<td><strong>4. Public Comment:</strong> Tom Haistings – Review of fundraising process and seeking contributions for annual fireworks display. Kyle Foster, CHP – Review of local agency meeting, review of ability to perform during large scale evacuation, contingency plans in place.</td>
</tr>
<tr>
<td><strong>5. Meeting Recess:</strong> None</td>
</tr>
<tr>
<td><strong>6. Council and Staff Comments:</strong> Bruce Pope, City Manager – Review of meeting with fire officials, public education in regard to being fire safe. USDA financing for sewer project, fireworks donation request, Chamber of Commerce contract. John Stackfleth, Mayor Pro Tem – Move item No. 11 to Item No. 8.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITY COUNCIL BUSINESS</th>
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</thead>
<tbody>
<tr>
<td><strong>7. Consent Agenda:</strong> COUNCIL ACTION: Approved the following Consent Agenda items. All Resolutions and Ordinances on this agenda, or added hereto, shall be introduced or adopted, as applicable, by title only, and the full reading thereof is hereby waived.</td>
</tr>
<tr>
<td>a. Approval of Minutes: April 22, 2019 Regular City Council Meeting</td>
</tr>
<tr>
<td>b. Acceptance of Brown Act Committee Minutes: Downtown Enhancement Advisory Committee March 27, 2019, Active Transportation Committee March 21, 2019</td>
</tr>
<tr>
<td>d. Monthly Financial/Investment Report (March)</td>
</tr>
<tr>
<td>e. Approval of Additional COPS Expenditures</td>
</tr>
<tr>
<td>MOTION TO APPROVE: Engstrom</td>
</tr>
<tr>
<td>SECOND: Redmond</td>
</tr>
<tr>
<td>AYES: Engstrom, Redmond, Collings, Stackfleth</td>
</tr>
<tr>
<td>NOES: None</td>
</tr>
</tbody>
</table>
8. Discussion and Possible Action: Mt. Shasta Trail Partners (MSTP): Update and Allocation Request
Kathy Morter – Review of Trail Town and Trail Partners group, goals and plans.
Clarifying questions from Council.
COUNCIL ACTION: Approval of $2000 donation from the 2018/19 City of Mt. Shasta budget to the Mt. Shasta Trail Partners.
MOTION TO APPROVE: Engstrom
SECOND: Redmond
AYES: Engstrom, Redmond, Collings, Stackfleth
NOES: None
ABSENT: Wagner
ABSTAIN: None

9. Public Hearing: Sewer Interceptor California Environmental Quality Act (CEQA)
Juliana Luccesi, City Planner – Staff report. Review of location of the project, previous damage, repairs needed.
Carla Thompson, ENPLAN – Review of extension to public comment period. Review of Initial Study/Mitigated Negative Declaration, review of comments received, mitigation measures, response to comments.
Public Hearing Open: 6:24 p.m.
Peggy Risch – Comments regarding Crystal Geyser effluent and connection with the City sewer system.
Dale LaForest – Comments regarding opportunity to review response to comments, concern regarding noise.
Melinda Willy – Comments regarding 2014 sewer project.
Vicki Gold – Comments regarding Crystal Geyser and reimbursement by them to the City.
Public Hearing Closed: 6:36 p.m.
Clarifying questions by Council, brief discussion.
COUNCIL ACTION: Approve Resolution No. CCR-19-16, A Resolution of the City Council of the City of Mt. Shasta Adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Sewer Interceptor Improvements Project
MOTION TO APPROVE: Redmond
SECOND: Engstrom
AYES: Engstrom, Redmond, Collings, Stackfleth
NOES: None
ABSENT: Wagner
ABSTAIN: None

10. Recommendation of Award for Downtown Collection System Improvements Project
Rod Bryan, Public Works Director – Staff report, review of bid process and bids received, funding, recommendation of award.
Peggy Risch – Comments in support of the project.
COUNCIL ACTION: Adopt Resolution No. CCR-19-17, awarding the bid for the 2019 Downtown Collection System Improvements Project (Project) to Cox and Cox Construction Inc.
MOTION TO APPROVE: Redmond
SECOND: Engstrom
AYES: Engstrom, Redmond, Collings, Stackfleth
NOES: None
ABSENT: Wagner
ABSTAIN: None

11. Recommendation of Award for Alma Street Signal Replacement Project
Rod Bryan, Public Works Director – Staff report, review of bid process and bids received, funding,
recommendation of award.
No public comment.

**COUNCIL ACTION:** Adopt Resolution No. CCR-19-18, awarding the bid for the 2019 Alma Street Signal Replacement Project (Project) to Roll N Rock Construction, Inc. and approving Budget Adjustment

**MOTION TO APPROVE:** Collings
**SECOND:** Redmond
**AYES:** Engstrom, Redmond, Collings, Stackfleth
**NOES:** None
**ABSENT:** Wagner
**ABSTAIN:** None

### 12. Adoption of Resolution authorizing and directing the execution and delivery of a Joint Exercise of Powers Agreement necessary for the creation of the Mount Shasta Public Financing Authority

Bruce Pope, City Manager – Staff report, review of creation of Public Financing Authority
Cameron Weist, Bond Counsel – Review of process of creation of PFA, process of.

Clarifying questions from Council.
No public comment.

**COUNCIL ACTION:** Adopt Resolution CCR-19-19 authorizing and directing the execution and delivery of a Joint Exercise of Powers Agreement necessary for the creation of the Mount Shasta Public Financing Authority.

**MOTION TO APPROVE:** Redmond
**SECOND:** Engstrom
**AYES:** Engstrom, Redmond, Collings, Stackfleth
**NOES:** None
**ABSENT:** Wagner
**ABSTAIN:** None

### 13. Adjourn to Public Financing Authority Meeting: 7:09 p.m.

### 14. City Council Reconvene: 7:31 p.m.

### 15. Adoption of Resolutions Pertaining to the Authorization, Sale and Delivery of Wastewater Revenue Bonds to USDA

Bruce Pope, City Manager – Introduction of item
Cameron Weist, Bond Counsel – Review of proposed Resolutions, agreements.

No public comment.

**COUNCIL ACTION:** Adopt Resolution No. CCR-19-20, adopting the USDA RUS Bulletin 1780-27 Loan Resolution

**MOTION TO APPROVE:** Redmond
**SECOND:** Collings
**AYES:** Engstrom, Redmond, Collings, Stackfleth
**NOES:** None
**ABSENT:** Wagner
**ABSTAIN:** None

**COUNCIL ACTION:** Adopt Resolution No. CCR-19-21, Approving a Trust Agreement, Installment Sale Agreement and Grant agreement and Certain Other Documents in Connection with the Authorization, Preparation, Sale and Delivery of Mount Shasta Public Financing Authority, Series 2019 Wastewater Enterprise Revenue Bonds, and Authorizing and Directing Certain Actions with Respect thereto.

**MOTION TO APPROVE:** Redmond
**SECOND:** Engstrom
**AYES:** Engstrom, Redmond, Collings, Stackfleth
**NOES:** None
ABSENT: Wagner
ABSTAIN: None

CITY COUNCIL/STAFF REPORTING PERIOD

16. Council Reports on Attendance at Appointed/Outside Meetings: None

17. Future Agenda Items (Appearing on the agenda within 60-90 days):
COUNCIL ACTION: Reviewed Items a through f.
   d. Chamber of Commerce Contract Extension – 5/28/2019
   e. Recreation and Parks District Board Appointment – 6/2019
   f. Siskiyou Economic Development Council Report - TBD

18. Closed Session: None

19. Adjourn: There being no further business, the meeting was adjourned at 7:40 p.m.

Respectfully Submitted by: Kathryn M. Wilson, Administrative Assistant/Deputy City Clerk
The purpose of the Committee is to review and make recommendations to the City Council of the City of Mt. Shasta on the expenditure, investment, or encumbrance of revenues raised from the Library Transactions and Use Tax. The Committee will also review and make recommendations to the City Council on the operations of the Library as they may relate to the expenditure of those revenues. The Committee will serve as a forum for the free exchange of information and ideas relating to Library issues.

1. Call to Order
   The meeting was called to order by Chairman Dennis Johnson at 2:05 PM

2. Roll Call:
   Members: Chairman Dennis Johnson, Vice-Chairman Merle Anderson, Secretary Evelyn Callas, Absent: Ray Nobriga. Dean Whetstine has resigned (see item 3). A quorum was present.

   Also present: Courtney Laverty, Executive Director, Community Staffing Solutions, LLC; Cheryl Bauer, Friends of the Mt. Shasta Library; Nancy van Susteren; Barbara Wagner, City Council Member.

3. Committee Membership:
   Chairman Johnson read an email message from Dean Whetstine, received August 22, 2018, notifying the Committee of his resignation effective at that date.

   Mr. Whetstine’s resignation was accepted, with appreciation of his service, by unanimous vote.

4. Public Comment: None

5. Consent Agenda:
   The minutes of the regular meeting on April 26, 2018 and the special meeting on May 18, 2018 were approved on a motion by Anderson, seconded by Johnson.

6. Election of LTAC Chairperson:
   Dennis Johnson was elected Chairperson on a motion by Anderson, seconded by Callas. The vote was 3 yes, 0 no, one absent. Evelyn Callas was reappointed Secretary.

7. Executive Director’s Report:
   Courtney Laverty distributed statistics for library usage during August. Items circulated were 6448; visits were 5510. There were four community meetings and
three library sponsored children’s programs. End of summer celebrations for the Summer Reading Program and the Boys and Girls Club activities were enjoyed.

8. **Overview: Financial Budget and Reserves:**

The financial report for fiscal 2017-2018 and the 2018-2019 budget allotments included in the report for July 2018 were reviewed and discussed. The budgeted expenditures for 2018-2019 appear to be lower than that for the year before. Ms. Laverty noted that she had been conservative in estimates considering possible decrease in tax revenue due to the wildfire smoke impact on summer tourism.

Ms. Laverty requested a mid-year increase in line item 7470 from $13,500 to $15,000 due to increase in cleaning costs. A motion was made by Callas to increase the line item 7470 by $1500; seconded by Anderson, the motion carried by 3 votes yes, 0 votes no, 1 absent.

9. **Review and Respond to Mt. Shasta Engineering’s Library Expansion Plans:**

Merle Anderson and Dennis Johnson, as members of the LTAC Design Committee, reported on their evaluation of the preliminary plans presented by Mt. Shasta Engineering. The LTAC Design Committee’s conclusion was that the plans are not acceptable for reasons including over-size, inappropriate functional space arrangement and an exterior appearance that fails to respect the design of the existing building. Mr. Johnson distributed a draft letter, addressed to the City management, that detailed these and other issues. The letter was discussed by all present and a consensus approved its content.

The draft letter is to be circulated among the LTAC members for further editing and comments and the final letter approved by email response.

10. **Adjourn:** The meeting was adjourned at 4:05 PM.

11. **Addendum:** The response letter in Item 9 was circulated, reviewed and approved unanimously by email votes by the LTAC members received on October 5th and 6th, 2018. The letter and the votes will be in the secretary’s records.

Submitted by Evelyn Callas, Secretary
Mt Shasta Beautification Committee
Minutes of Meeting May 8, 2019
303 N. Mt. Shasta Blvd (Police Station)

1. Called to Order by Chairperson Saunders at 4 PM
2. Present: Saunders, Bloodhart, Van Susteren, Brenna, Lucchesi. Guest: Greg Messer (DEAC) and Justi Hansen (Siskiyou Outdoor Alliance.)
3. Public Comment: Greg Messer from DEAC presented new info about that group’s survey of downtown, rating system for building appearance and goals such as painting the Power Boxes (Pacific Power), assessing storefronts, re-thinking priority items, reviving the Art Walk, etc. He will be liaison with Beautification.
4. Minutes of the meetings for March 13 and April 10 were deferred to June meeting.
5. Justi Hansen of SORA (Siskiyou Outdoor and Recreation Alliance) advised that this new organization is a combination of Mountain Runners and the Nordic Center. Changes are coming in the focus of this group. Focus of conversation related to changes in water availability for the July 4th Walk Run event. Bottled water is no longer desirable and “watering stations” are proposed to involve compostable cups for dispensing drinks to participants. An increase in water fountains for the city was discussed. Although desirable, this issue involves plumbing and availability issues that the City needs to address. At the moment, City not able to plan for this but Lucchesi advised that a fall agenda item might be desirable.
6. Future Agenda: Water fountains, Mockups of Fall Banners, trash cans for downtown, possible “Jade Rock” project.
7. The meeting was adjourned at 5:30 PM. Next meeting June 12.
Meeting Date: May 28, 2019
To: Mayor and City Council
From: Muriel Howarth Terrell, Finance Director
Subject: Approval of Warrants and Payroll

Recommendation:
Staff requests the Mayor and City Council Approve warrants paid including payroll benefits and withholding, and payroll distribution, in the amount of $496,955.88.

Background & Summary:
- Approval of Check Numbers 43846-43950: $336,017.67
- Total Payroll Distribution: $119,581.31
- Total EFTPS – CalPERS: $15,172.61
- Total Payroll EFTPS Taxes: $26,184.29
- Total: $496,955.88

Financial Impact:
Expenditures are consistent with the Budget that the City Council has adopted.

Attachments:
1.) Check Registers - 5/9/19, 5/15/19, 5/22/19
2.) ACH Payroll Distribution – 5/9/19, 5/23/19
3.) EFTPS Reports – 5/10/19, 5/14/19
<table>
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<tr>
<th>Check Number</th>
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## Check Register Report

**BANK:** TRI COUNTIES BANK

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**Total Checks:** 56  
**Checks Total (excluding void checks):** 109,372.84

**Total Payments:** 56  
**Bank Total (excluding void checks):** 109,372.84

**Total Payments:** 56  
**Grand Total (excluding void checks):** 109,372.84
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**Total Checks:** 31  **Checks Total (excluding void checks):** 153,892.40

**Total Payments:** 31  **Bank Total (excluding void checks):** 153,892.40

**Total Payments:** 31  **Grand Total (excluding void checks):** 153,892.40

Checks 43924 – 43933 voided due to a printing error.
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Total Checks: 8  Checks Total (excluding void checks): 72,752.43

Total Payments: 8  Bank Total (excluding void checks): 72,752.43

Total Payments: 8  Grand Total (excluding void checks): 72,752.43
Muriel Terrell

From: DoNotReply@tcbk.com
Sent: Wednesday, May 8, 2019 10:03 AM
To: Muriel Terrell
Subject: Transfer Notification

Bi-Weekly Payroll received from City Mt Shasta on 05/08/2019 has passed all origination steps without exception.

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<td>Number of Credits:</td>
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<tr>
<td>Client Name:</td>
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<td>8e344e58c3</td>
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<tr>
<td>ACH Transfer Type:</td>
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Thank you,
DoNotReply@tcbk.com
Bi-Weekly Payroll received from City Mt Shasta on 05/22/2019 has passed all origination steps without exception.

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Thank you,
DoNotReply@tcbk.com
# FEDERAL PAYROLL TAX PAYMENT (EFTPS-941)

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**EFTPS CONFIRMATION NO:** 44746350  
**EFTPS BANK DEBIT DATE:** 5/14/2019

**APPROVED:** [Signature]

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G:\Finance\Admin\Payroll EFT Payments\Payroll EFT Payments
City Council Regular Meeting May 28, 2019
# STATE PAYROLL TAX PAYMENT (EDD)

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<tr>
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<td>11-000-2130</td>
<td>$2,526.78</td>
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<td>STATE DISABILITY INS</td>
<td>11-000-2140</td>
<td>$646.80</td>
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<tr>
<td>TOTAL DEPOSIT:</td>
<td></td>
<td>$3,173.58</td>
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| EDD CONFIRMATION # (STATE): | 3628948 |
| EDD CONFIRMATION # (SDI):   | 3628954 |
| EDD BANK DEBIT DATE:        | 5/14/2019 |

APPROVED: [Signature]
### Contribution for Defined Benefit - CalPERS

<table>
<thead>
<tr>
<th>Rate Plan</th>
<th>Type</th>
<th>Amount Outstanding</th>
<th>Amount Paid</th>
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<tbody>
<tr>
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<td>Member Contributions</td>
<td>1,368.71</td>
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<td>925</td>
<td>Employer Contributions</td>
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<td>926</td>
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<td>Safety - Fire</td>
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<tr>
<td>Rate Plan</td>
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<td>Comm. Prop. Redeposit</td>
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<td>Safety - Police</td>
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<td>Rate Plan</td>
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<td>25861</td>
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<td>Safety - Fire New</td>
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<td>Rate Plan</td>
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<td>25862</td>
<td>Employer Contributions</td>
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<td>Safety - Police New</td>
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<td>Rate Plan</td>
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<td>Miscellaneous New</td>
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<td></td>
<td>Total</td>
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<td>$14,012.61</td>
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### Contribution for 457 Supplemental Income Plan - CalPERS

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<tr>
<td>450083</td>
<td>Member Contributions</td>
<td>1,160.00</td>
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Total                                           $1,160.00

Grand Total                                     $15,172.61
City Council Agenda Item # 7d
Staff Report

Meeting Date:     May 28, 2019
To:               Mayor and City Council
From:             Muriel Howarth Terrell, Director of Finance
Subject:          Monthly Investment and Financial Report for the Period Ending April 30, 2019

Recommendation:
Staff respectfully requests the City Council review the provided information regarding the City’s investments.

Background & Summary:
As of April 30, 2019 the combined funds the City of Mt. Shasta had invested in the Local Agency Investment Fund (L.A.I.F.) totaled $1,678,826.20. The April 2019 LAIF statement is attached, along with the performance data for the month of April. Most surplus funds over which the City has control are currently invested in LAIF. The balance of the City’s cash funds are held in the pooled checking account with Tri Counties Bank and the CDBG Fund CD’s held with ProEquities.

Current investment rates are:

<table>
<thead>
<tr>
<th></th>
<th>L.A.I.F.</th>
<th>April 30, 2019</th>
<th>2.445%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note</td>
<td>Treasury Note – 3 month</td>
<td>April 30, 2019</td>
<td>2.41%</td>
</tr>
<tr>
<td></td>
<td>Treasury Note – 2 Yr.</td>
<td>April 30, 2019</td>
<td>2.27%</td>
</tr>
<tr>
<td></td>
<td>Treasury Note – 5 Yr.</td>
<td>April 30, 2019</td>
<td>2.28%</td>
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<tr>
<td></td>
<td>Treasury Note – 10 Yr.</td>
<td>April 30, 2019</td>
<td>2.50%</td>
</tr>
<tr>
<td></td>
<td>Treasury Note – 30 Yr.</td>
<td>April 30, 2019</td>
<td>2.93%</td>
</tr>
</tbody>
</table>

Bloomberg as reported by Chandler Asset Management

The LAIF average increased slightly last month, all other notes increase slightly during April. We continue to anticipate the LAIF rate staying in a narrow range around 2.0%-2.5% The LAIF yield is lower than the 2 Yr. Note. Short term CD rates are no better than the LAIF rate and longer term notes may offer better yields it does not give us the liquidity we need. The LAIF rate remains the best available rate that meets the City’s requirement for liquidity and safety.
Revenues:

Property Tax Revenue: The City received $523,375 in property tax through April. The amount is $17,000 more than was received in the same period the prior year.

Sales Tax Revenue:
The chart below illustrates the trend of sales tax revenue for the 3rd quarter in the last few years. We have collected $856,789 through April 2019 which is $15,151 more than was collected through April of last year.

![Sales Tax Revenue History 3rd Quarter](chart)

Cannabis Revenue: Cannabis revenue came in at $16,910 which is $1,910 more than what was anticipated for the 1st quarter 2019.
Transient Occupancy Tax: The collection of the 3rd quarter TOT came in $20,000 higher than what was received through the same three quarters in the last fiscal year. This amount reflects the collections in April for the 3rd quarter. This amount includes the $15,000 shortfall in the first quarter.

Financial Impact:
The investments are in compliance with the City’s investment policy and provide for meeting the City’s cash flow needs for the next month and 6 month periods.

Compliance with 2014-17 City Council Strategic Plan:

The City Council’s leadership efforts to ensure adherence to the best possible financial practices and overall transparency falls under Strategic Focus IV – Grow Mt. Shasta Pride and Quality and the Municipal Responsibilities of Progressive Leadership and Financial Health and Economic Opportunity.

Attachments:

- LAIF Monthly Statement
- LAIF Performance Report
- LAIF Monthly Balances
- Chandler Asset Management May 2019 Newsletter
BOND MARKET REVIEW
A Monthly Review of Fixed Income Markets

MAY 2019

Market Summary
As expected, the Federal Open Market Committee (FOMC) kept the target fed funds rate unchanged on May 1st at a range of 2.25%-2.50%. The FOMC affirmed its plan to remain patient with monetary policy. The Committee believes that the economy remains on a healthy path and expects inflation to return to 2.0% over time. During the press conference Fed Chair Powell used the word “transient” several times when referring to the recent decline in inflation. He indicated that risks to the economy have moderated, but he does not see any signs of overheating. Specifically, he noted that recent economic data in China and Europe have improved, concerns about a disorderly Brexit have been pushed off, and trade negotiations between the US and China have progressed. We believe Fed Chair Powell’s comments imply that the Fed will keep monetary policy unchanged over the near-term and we believe it is premature for the market to be pricing-in a rate cut.

The labor market remains strong, wage growth remains moderate, and inflation continues to run below-target. Given this combination, we continue to believe that the Fed will remain on the sidelines at least until the end of this year. We believe the Fed remains focused on its dual mandate of promoting maximum employment and stable prices. Signs of improvement in broader global economic data, better than expected corporate earnings, and favorable current conditions in the US financial markets should support ongoing domestic economic growth, and we believe the Fed has little reason to provide additional stimulus at this point. GDP grew at an annualized pace of 3.2% in the first quarter and the consensus forecast calls for 2.5% growth in the current quarter. Overall, the economy is expected to grow 2.0%-2.5% this year versus 2.9% in 2018.

The yield curve steepened slightly in April but remains quite flat relative to historical averages. At month-end, the 3-month T-bill yield was up about three basis points to 2.41%, the 2-year Treasury yield was down about one basis point to 2.27%, and the 10-year Treasury yield was up nearly 10 basis points to 2.50%. The spread between 2- and 10-year Treasury yields was roughly nine basis points at April month-end. The yield curve remains partially inverted near the front end. The yield on 5-year Treasuries was about 13 basis point lower than the yield on 3-month T-bills at April month-end. We believe the ongoing flatness of the yield curve and partial inversion continues to reflect market participants’ nervousness about the outlook for domestic and global economic growth.

The Treasury Yield Curve Remains Quite Flat

![Graph](image)

Source: Bloomberg

On a year-over-year basis at the end of April, the Treasury yield curve flattened with short-term rates higher and long-term rates lower. The yield on 3-month T-bills was up 61 basis points year-over-year, 2-Year Treasury yields were 22 basis points lower, and the yield on 10-Year Treasuries declined more than 45 basis points, year-over-year. The spread between 3-month T-bills and 10-year Treasury yields narrowed from 115 basis points to about nine basis points, year-over-year. Rate hikes by the Federal Reserve and increased deficit-related Treasury issuance have put upward pressure on shorter-term rates, while slower global economic growth and subdued inflation expectations have put downward pressure on longer-term rates.

<table>
<thead>
<tr>
<th>TREASURY YIELDS</th>
<th>Trend (4/19)</th>
<th>4/30/2019</th>
<th>3/31/2019</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-Month</td>
<td>▲</td>
<td>2.41</td>
<td>2.38</td>
<td>0.03</td>
</tr>
<tr>
<td>2-Year</td>
<td>▲</td>
<td>2.27</td>
<td>2.26</td>
<td>0.01</td>
</tr>
<tr>
<td>3-Year</td>
<td>▲</td>
<td>2.24</td>
<td>2.21</td>
<td>0.03</td>
</tr>
<tr>
<td>5-Year</td>
<td>▲</td>
<td>2.28</td>
<td>2.23</td>
<td>0.05</td>
</tr>
<tr>
<td>7-Year</td>
<td>▲</td>
<td>2.39</td>
<td>2.31</td>
<td>0.08</td>
</tr>
<tr>
<td>10-Year</td>
<td>▲</td>
<td>2.50</td>
<td>2.41</td>
<td>0.09</td>
</tr>
<tr>
<td>30-Year</td>
<td>▲</td>
<td>2.93</td>
<td>2.81</td>
<td>0.12</td>
</tr>
</tbody>
</table>

Source: Bloomberg

Since 1988, Chandler Asset Management has specialized in the management of fixed income portfolios. Chandler’s mission is to provide fully customizable, client-centered portfolio management that preserves principal, manages risk and generates income in our clients’ portfolios.
Economic Roundup

Consumer Prices
Headline inflation picked up in March fueled by higher energy prices, but core data remains at or slightly below the Fed's target. The Consumer Price Index (CPI) was up 1.9% year-over-year in March, versus up 1.5% year-over-year in February. Core CPI (CPI less food and energy) was up 2.0% year-over-year in March, versus up 2.1% year-over-year in February. The Personal Consumption Expenditures (PCE) Index was up 1.5% year-over-year in March, versus up 1.3% year-over-year in February. Core PCE eased to 1.6% year-over-year in March from 1.7% in February, remaining below the Fed's 2.0% inflation target.

Retail Sales
Consumer spending accelerated in March. On a year-over-year basis, retail sales were up 3.6% in March, versus up 2.2% year-over-year in February. On a month-over-month basis, retail sales jumped 1.6% in March, exceeding expectations for 0.8% growth, following a 0.2% decline in February. Excluding autos and gas, retail sales grew 0.9% in March, month-to-month, above the 0.4% growth expectation.

Labor Market
U.S. payrolls rose by 263,000 in April, exceeding the consensus forecast of 190,000. On a trailing 3-month and 6-month basis, payrolls increased an average of 169,000 and 207,000 per month, respectively. The unemployment rate declined to 3.6% in April (the lowest level since December 1969) from 3.8% in March, as the participation rate edged down to 62.8% from 63.0%. A broader measure of unemployment called the U-6, which includes those who are marginally attached to the labor force and employed part time for economic reasons, was unchanged at 7.3%. Wages rose 0.2% in April (in line with expectations), following a 0.2% increase in March. On a year-over-year basis, wages were up 3.2% in April, unchanged from March.

Housing Starts
In March, total housing starts were much weaker than expected, roughly flat with the prior month at a 1.139 million annualized rate. Multi-family starts came in at an annualized rate of 354,000, and single-family starts came in at an annualized rate of 785,000. Year-over-year, total housing starts were down 14.2% in March.

Credit Spreads Tightened in April

<table>
<thead>
<tr>
<th>CREDIT SPREADS</th>
<th>Spread to Treasuries (%)</th>
<th>One Month Ago (%)</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-month top rated commercial paper</td>
<td>0.10</td>
<td>0.10</td>
<td>0.00</td>
</tr>
<tr>
<td>2-year A corporate note</td>
<td>0.41</td>
<td>0.41</td>
<td>0.00</td>
</tr>
<tr>
<td>5-year A corporate note</td>
<td>0.60</td>
<td>0.62</td>
<td>(0.02)</td>
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<tr>
<td>5-year Agency note</td>
<td>0.08</td>
<td>0.09</td>
<td>(0.01)</td>
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Source: Bloomberg
Data as of 4/30/2019

Economic Data Points to Ongoing Slow Growth

<table>
<thead>
<tr>
<th>ECONOMIC INDICATOR</th>
<th>Current Release</th>
<th>Prior Release</th>
<th>One Year Ago</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade Balance</td>
<td>(49.4)  $Bln FEB 19</td>
<td>(51.1) $Bln JAN 19</td>
<td>(55.7) $Bln FEB 18</td>
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<tr>
<td>GDP</td>
<td>3.2% MAR 19</td>
<td>2.2% DEC 18</td>
<td>2.2% MAR 18</td>
</tr>
<tr>
<td>Unemployment Rate</td>
<td>3.6% APR 19</td>
<td>3.8% MAR 19</td>
<td>3.9% APR 18</td>
</tr>
<tr>
<td>Prime Rate</td>
<td>5.50% APR 19</td>
<td>5.50% MAR 19</td>
<td>4.75% APR 18</td>
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<td>CRB Index</td>
<td>184.25 APR 19</td>
<td>183.75 MAR 19</td>
<td>201.98 APR 18</td>
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<td>Oil (West Texas Int.)</td>
<td>$63.91 APR 19</td>
<td>$60.14 MAR 19</td>
<td>$68.57 APR 18</td>
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<tr>
<td>Consumer Price Index (y/o/y)</td>
<td>1.9% MAR 19</td>
<td>1.5% FEB 19</td>
<td>2.4% MAR 18</td>
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<td>Producer Price Index (y/o/y)</td>
<td>1.4% MAR 19</td>
<td>0.5% FEB 19</td>
<td>3.0% MAR 18</td>
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<td>Dollar/Euro</td>
<td>1.12 APR 19</td>
<td>1.12 MAR 19</td>
<td>1.21 APR 18</td>
</tr>
</tbody>
</table>

Source: Bloomberg

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Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

CITY OF MT SHASTA

DIRECTOR OF FINANCE  
305 NORTH MT SHASTA BLVD  
MT SHASTA, CA 96067

PMIA Average Monthly Yields

Account Number:  
98-47-572

Tran Type Definitions

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<th>Transaction Type</th>
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Account Summary

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<th>Amount</th>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Total Withdrawal</td>
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<td>Ending Balance</td>
<td>1,678,826.20</td>
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</table>

www.treasurer.ca.gov/pmia-laif-laif.asp  
May 22, 2019
## PMIA Performance Report

<table>
<thead>
<tr>
<th>Date</th>
<th>Daily Yield</th>
<th>Quarter to Date Yield</th>
<th>Average Maturity (in days)</th>
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<td>04/15/19</td>
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<td>04/16/19</td>
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<tr>
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<tr>
<td>05/15/19</td>
<td>2.45</td>
<td>2.45</td>
<td>178</td>
</tr>
</tbody>
</table>

*Daily yield does not reflect capital gains or losses

View Prior Month Daily Rates

## LAIF Performance Report

Quarter Ending 03/31/19

- **Apportionment Rate:** 2.55
- **Earnings Ratio:** 0.000006976322349099
- **Fair Value Factor:** 1.000146954
- **Daily:** 2.44%
- **Quarter to Date:** 2.39%
- **Average Life:** 179

## PMIA Average Monthly Effective Yields

- **Apr 2019:** 2.445
- **Mar 2019:** 2.436
- **Feb 2019:** 2.392

## Pooled Money Investment Account Portfolio Composition

**04/30/19**

$102.7 billion

- **Commercial Paper** 6.66%
- **Loans** 0.80%
- **Time Deposits** 4.61%
- **Certificates of Deposit/Bank Notes** 17.10%
- **Treasuries** 49.93%
- **Agencies** 20.88%

Percentages may not total 100% due to rounding

*Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1)

Based on data available as of 05/15/2019

City Council Regular Meeting May 28, 2019
## State of California
### Pooled Money Investment Account
#### Market Valuation
**4/30/2019**

<table>
<thead>
<tr>
<th>Description</th>
<th>Carrying Cost Plus Accrued Interest Purch.</th>
<th>Fair Value</th>
<th>Accrued Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>United States Treasury:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bills</td>
<td>$22,215,317,431.55</td>
<td>$22,396,387,000.00</td>
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<td>Notes</td>
<td>$29,065,893,047.82</td>
<td>$29,096,897,500.00</td>
<td>$124,728,150.50</td>
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<td>Federal Agency:</td>
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<tr>
<td>SBA</td>
<td>$677,899,649.62</td>
<td>$670,291,781.54</td>
<td>$1,559,196.19</td>
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<tr>
<td>MBS-REMICs</td>
<td>$22,839,779.65</td>
<td>$23,345,081.99</td>
<td>$106,726.28</td>
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<td>Debentures</td>
<td>$2,342,423,947.64</td>
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<td>$11,516,952.60</td>
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<td>Debentures FR</td>
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</tr>
<tr>
<td>Debentures CL</td>
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<td>$200,086,000.00</td>
<td>$287,500.00</td>
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<tr>
<td>Discount Notes</td>
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<td>$17,585,982,000.00</td>
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<td>Supranational Debentures</td>
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<td>Supranational Debentures FR</td>
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<td>$150,490,136.22</td>
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<td>CDs and YCDs FR</td>
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<td>Bank Notes</td>
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<td>CDs and YCDs</td>
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<td>Commercial Paper</td>
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<td>Corporate:</td>
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<tr>
<td>Bonds FR</td>
<td>$0</td>
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</tr>
<tr>
<td>Bonds</td>
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<td>$0</td>
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</tr>
<tr>
<td>Repurchase Agreements</td>
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<td>$0</td>
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<tr>
<td>Reverse Repurchase</td>
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<tr>
<td>Time Deposits</td>
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<td>NA</td>
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<tr>
<td>AB 55 &amp; GF Loans</td>
<td>$821,284,000.00</td>
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<td>NA</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>$102,743,601,352.30</td>
<td>$103,057,779,416.79</td>
<td>$220,786,655.84</td>
</tr>
</tbody>
</table>

Fair Value Including Accrued Interest $103,278,566,072.63

Repurchase Agreements, Time Deposits, AB 55 & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).
Meeting Date: May 28, 2019

To: Mayor and City Council

From: Juliana Lucchesi, City Planner

Subject: 2018 General Plan Annual Progress Report

Recommendation:

Staff respectfully requests City Council approval of CCR-18-XX approving the submission of the 2017 Annual Progress Report to the Governor’s Office of Planning and Research and California Department of Housing and Community Development.

Purpose of Annual Report

The State of California Government Code Section 65400 requires the planning agency of cities to provide an annual review to their legislative body, the Governor’s Office of Planning and Research (OPR), and California Housing and Community Development (HCD) on the status of the City’s General Plan and progress. The report highlights completed areas of the General Plan and future priorities and amendments.

In addition to the state mandate, the report serves as a status update for the City of Mt. Shasta Planning Commission and City Council. The Planning Commission reviewed and approved the 2018 Annual Progress Report at the May 21, 2019 meeting. No recommendations were made in response to the report.

Attachments:

1. CCR-19-XX
2. 2018 Annual Progress Report
RESOLUTION NO. CCR-19-XX

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
ACCEPTING THE 2018 GENERAL PLAN
ANNUAL PROGRESS REPORT AND APPROVING THE
TRANSMITTAL OF THE REPORT TO THE GOVERNOR’S OFFICE
OF PLANNING AND RESEARCH AND THE
CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

WHEREAS, the Governor’s Office of Planning and Research (OPR) and California Department of Housing and Community Development (HCD) require all jurisdictions to annually report progress on their General Plans; and

WHEREAS, the City of Mt. Shasta adopted their current General Plan in 2007; and

WHEREAS, the City of Mt. Shasta Planning Department has prepared the 2018 Annual Progress report to meet OPR and HCD reporting requirements; and

WHEREAS, the report must be accepted by the City Council of the City of Mt. Shasta prior to submission to OPR and HCD;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mt. Shasta hereby accepts the 2017 General Plan Annual Progress Report and approves the transmittal of the report to the Governor’s Office of Planning and Research and the California Department of Housing and Community Development (HCD).

The foregoing Resolution was approved this 28 day of May, 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED:

ATTEST: CITY OF MT. SHASTA

Kathryn M. Wilson, Deputy City Clerk, Mayor
TO: City Council
FROM: Planning Department

SUBJECT: 2018 General Plan Annual Progress Report

The City of Mt. Shasta is required to submit a General Plan Annual Progress Report to the state Department of Housing and Community Development (HCD) and the Governor’s Office of Planning and Research (OPR). The report encompasses the actions taken to achieve goals in the City’s General Plan, accounts for the number of houses built in the previous year and lists the ordinances that were passed.

The 2018 did not see the City achieve any goals, policies, or implementation measures from the 2007 General Plan. The City Planning Department has direct time spent on the General Plan 2045 revision. The 2045 vision for the City and the outline of the necessary element of the plan were approved in 2018. The approved 2045 vision is:

The City of Mt. Shasta is a diverse, innovative, and walkable small town surrounded by breathtaking natural beauty that is easily accessible from a vibrant downtown full of strong locally-owned businesses.

The City takes pride in the ability of its residents to connect with each other as well as its own capacity to support local industry and provide cutting edge infrastructure while preserving the rich, natural environment.

Since approval the Planning Department has been drafting the various elements and collecting additional public input on open space and recreation management, urban design, and water resource management.

The City of Mt. Shasta built one Accessory Dwelling Unit in 2018. No other homes were built. The state of California recently revised the Accessory Dwelling Unit regulations to decrease the barriers to creating the units. The result has been a greater interest in that type of unit for housing development. The Accessory Dwelling Unit would be considered a low-income housing unit based on the pricing of the unit and rent structure.

The City of Mt. Shasta approved six ordinances in 2018. The ordinances consisted mainly of regulation based amendments with only one land use ordinance amendment.
<table>
<thead>
<tr>
<th>Ordinance Number</th>
<th>Title</th>
<th>New or Amendment</th>
<th>Type</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCO-19-01</td>
<td>An Ordinance of the City of Mt. Shasta Establishing Compensation for Members of the City Council</td>
<td>Amendment</td>
<td>Compensation</td>
<td>Increase City Council member compensation</td>
</tr>
<tr>
<td>CCO-19-02</td>
<td>An Ordinance of the City of Mt. Shasta Amending the Mt. Shasta Municipal Code Chapter 7.30 &quot;Special Events&quot;</td>
<td>Amendment</td>
<td>Regulation</td>
<td>Update the Special Event Ordinance</td>
</tr>
<tr>
<td>CCO-19-03</td>
<td>An Ordinance of the City of Mt. Shasta Amending the Mt. Shasta Municipal Code Title 8 &quot;Signs&quot;</td>
<td>Amendment</td>
<td>Regulation</td>
<td>Update of Sign Ordinance</td>
</tr>
<tr>
<td>CCO-19-04</td>
<td>An Ordinance of the City of Mt. Shasta Amending the Mt. Shasta Municipal Code Chapter 18.24 &quot;Nonconforming Uses&quot;</td>
<td>Amendment</td>
<td>Land Use</td>
<td>Update of Nonconforming Use Ordinance</td>
</tr>
<tr>
<td>CCO-19-05</td>
<td>An Ordinance of the City of Mt. Shasta Adding the Mt. Shasta Municipal Code Chapter 18.65 &quot;Public Mural Review&quot;</td>
<td>New</td>
<td>Regulation</td>
<td>Created a process for public mural review and approval</td>
</tr>
<tr>
<td>CCO-19-06</td>
<td>An Ordinance of the City of Mt. Shasta Adding Chapter 3.47 To The Municipal Code Imposing a Cannabis Industry Tax To Be Administered By The City of Mt. Shasta</td>
<td>New</td>
<td>Tax</td>
<td>Created the Local Cannabis Industry Tax</td>
</tr>
</tbody>
</table>
City Council Agenda Item 7f
Staff Report

Meeting Date: May 28, 2019
To: Mayor and City Council
From: Kathy Wilson, Deputy City Clerk
Subject: Cost Sharing Agreement between City of Mt. Shasta and the Mt. Shasta Fire Protection District

Recommendation:
Staff respectfully requests the City Council approving the amended cost sharing agreement between City of Mt. Shasta and the Mt. Shasta Fire Protection District, increasing the District contribution by $40,000 per year.

Background & Summary:
The City of Mt. Shasta and the Mt. Shasta Fire Protection District have utilized a cost sharing agreement since 2016 to the benefit of staff as well as City and District residents. In 2018, fire personnel salaries and benefits were adjusted to more adequately reflect other departments, which increased the cost to the City’s Fire budget. The District Board indicated at the time that they would like to increase their contribution to the City by $40,000 per year. This agreement will take effect at the beginning of the 2019/20 fiscal year.

Financial Impact:
District shall pay to City a quarterly sum in the amount of $47,500.00, due within the month that an invoice for services is received. Invoices will be received and issued in January, April, July and October of each year that the Agreement remains in effect. Each agency shall bear the responsibility to bill and collect monies owed under separate local, state and federal agreements, including the collection of local, state and federal taxes. The intent of this Agreement is that each party pay its fair share of personnel costs. Over time, the cost of personnel positions assumed by the City may increase. This will require a mutually agreed increase in quarterly payments.

Attachments:
- Proposed Cost Sharing Agreement
COST SHARING AGREEMENT
BETWEEN
CITY OF MT. SHASTA
AND
MT. SHASTA FIRE PROTECTION DISTRICT

THIS AGREEMENT is made and entered into on this 28th day of May, 2019 by the City of Mt. Shasta (“City”), a municipal corporation in the State of California, and the Mt. Shasta Fire Protection District (“District”), a fire protection district of the County of Siskiyou in the State of California, organized pursuant to Section 13800, et seq., of the Health and Safety Code.

RE CITALS:

1. Both the City and District are authorized by law to provide fire protection services within their respective jurisdictions; and,

2. It is to the benefit of the City of Mt. Shasta and the Mt. Shasta Fire Protection District to mutually provide personnel for fire protection services and the parties hereto are desirous of contracting for said fire personnel; and

3. City and District have entered into a Mutual Aid Agreement to provide fire protection services to their combined service areas.

WITNESSETH:

In consideration of the Recitals set forth above, the parties agree as follows:

1. PURPOSE.

The purpose of this Agreement is to facilitate the provision of efficient fire protection services for each party by unifying personnel in one agency with each party paying its fair share of personnel costs.

2. TERM.

This Agreement shall be executed on May 28, 2019, by the parties and shall become effective on July 1, 2019. The executed Agreement shall remain in full force and effect until terminated by the parties. Either party shall retain the right to terminate this Agreement by providing a three (3) month written notice submitted to the other party. The parties further agree no cause shall be required for the termination of the Agreement. This Agreement may be amended at any time by either agency provided the noticing agency submits a 90-day written notice of intent to amend. All amendments must be approved by resolutions adopted by each of the agency’s Governing Board or Council.
3. UNIFORMITY OF STANDARD OPERATING PROCEDURES & SERVICES.

The City of Mt. Shasta and the Mt. Shasta Fire Protection District will maintain uniformity in standard operating producers and services outlined by the National Firefighters Protection Association (NFPA).

4. FIRE PROTECTION PERSONNEL.

Through the previous cost sharing agreement between the City of Mt. Shasta and the Mt. Shasta Fire Protection District dated February 8, 2016, employees of the District became employees of the City. The City currently employs a City Fire Chief, a District Fire Chief, a Battalion Chief, and two Captains. Through this agreement and the agreement dated February 8, 2016, the day-to-day operations for these 7 paid employees and their respective volunteers will be conducted under the commonly used and recognized name of ‘Mt. Shasta Fire Department’ (MSFD). These employees will provide fire protection services as provided for in the Mutual Aid Agreement. In addition, each party may utilize volunteer firefighters. The volunteers will be the individual responsibility of each party.

5. EQUIPMENT.

As described above, all fire/rescue apparatus and equipment owned by the City of Mt Shasta or the Mt Shasta Fire Protection District shall remain the property of the respective agencies. Future purchases of equipment shall continue to be made separately.

6. FISCAL MANAGEMENT.

City of Mt. Shasta shall provide fiscal management functions as they relate to all paid fire personnel for the City of Mt. Shasta and the Mt. Shasta Fire Protection District. The City of Mt. Shasta shall conduct all accounting procedures in accordance with generally accepted accounting principles for public agencies, as required by law.

7. DISTRICT PAYMENT TO THE CITY.

District shall pay to City a quarterly sum in the amount of $47,500.00, due within the month that an invoice for services is received. Invoices will be received and issued in January, April, July and October of each year that the Agreement remains in effect. Each agency shall bear the responsibility to bill and collect monies owed under separate local, state and federal agreements, including the collection of local, state and federal taxes. The intent of this Agreement is that each party pay its fair share of personnel costs. Over time, the cost of personnel positions assumed by the City may increase. This will require a mutually agreed increase in quarterly payments. Every year employee benefits will be assessed by both parties. Each entity will pay equal shared of all employees, which will total 5.
8. UNIFORMITY OF NAME.

The day-to-day operation of the City of Mt. Shasta and the Mt. Shasta Fire Protection District shall be conducted under the commonly used and recognized name of “Mt. Shasta Fire Department,” hereinafter referred to as “MSFD.”

9. COST SHARING.

All costs associated with the paid employees of the MSFD, as described in this Agreement, shall be shared equally by the agencies. These expenses include, but are not limited to:

A. Salary, wages, and benefits (medical, vision and dental insurance, PERS retirement, vacation, sick and comp time);

B. Worker’s compensation insurance (for all paid fire personnel); and

C. Social Security and Medicare taxes.

D. Liability Insurance Premiums

IN WITNESS THEREOF, the City of Mt. Shasta and the Mt. Shasta Fire Protection District have caused this Agreement to be executed this day of May 28, 2019.

CITY OF MT. SHASTA

___________________________
Mayor Barbara Wagner

MT. SHASTA FIRE PROTECTION DISTRICT

___________________________
Bob Ashworth, District Board Chairman

ATTEST:

___________________________
Kathryn Wilson, Deputy City Clerk

ATTEST:

___________________________
Chris Weaver, District Board Secretary
Agenda Item

Staff Report

Meeting Date: May 28, 2019

To: City Council

From: Planning Department

Subject: Gateway Phase 2 Trail Project Letter

Recommended Action:

Motion to approve Exhibit A Gateway Phase 2 Trail Project Letter

Background:

The National Forest Service is seeking comment letter for the Gateway Phase 2 Trail Project. The Planning Department has reviewed the Environmental Impact Statement (EIS) and provided a letter stating the City of Mt. Shasta’s comments and support.

Attachments:

1. CCR-19-XX Resolution

2. Exhibit A: Gateway Phase 2 Trail Project Letter
WHEREAS, the City of Mt. Shasta is surrounded by Shasta-Trinity National Forest managed by the National Forest Service Shasta McCloud Management Unit; and

WHEREAS, any projects developed and implemented by the Shasta McCloud Management Unit deemed to have impact on the City of Mt. Shasta’s economy, community, and environment should be reviewed by the City prior to actions taking place; and

WHEREAS, the City of Mt. Shasta can comment on Environmental Assessments prepared under the National Environmental Protections Act (NEPA) for projects which may impact the environment; and

WHEREAS, the Gateway Phase 2 Trail Project is a project subject to the preparation of an Environmental Assessment; and

WHEREAS, the City of Mt. Shasta has reviewed and prepared a comment letter on the Administrative Draft Environmental Assessment for impacts to the City’s economy, community, and environment; and

WHEREAS, the City finds that the environmental assessment of Alternative 3 stated in the document will result in no significant impact on the environment and is the preferred Alternative of the City; and

WHEREAS, the City of Mt. Shasta wishes to support the project by committing to the “Connected Actions” discussed in the assessment;

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Mt. Shasta hereby authorizes the City Manager to sign Exhibit A “Gateway Phase 2 Trail Project Administrative Draft Environmental Assessment Comments Letter” on behalf of the City Council of the City of Mt. Shasta.

AYES: ________________________________  NOES: ________________________________
ABSENT: ________________________________  ABSTAIN: ________________________________
DATED: May 28, 2019

ATTEST: ________________________________  CITY OF MT. SHASTA

__________________________
Kathryn M. Wilson, Deputy City Clerk

__________________________
Barbara Wagner, Mayor
May 21, 2019

Shasta McCloud Management Unit
District Ranger, Carolyn Napper
204 West Alma Street
Mt. Shasta, CA 96067
Attn: Becky Cooper

SUBJECT: Gateway Phase 2 Trail Project Administrative Draft Environmental Assessment Comments

Dear Carolyn Napper:

The City of Mt. Shasta has reviewed the Gateway Phase 2 Trail Project Administrative Drafts for impacts to the City in relation to the economy, community, and environment. The City values the natural capital unique to the Shasta-Trinity National Forest and Mount Shasta. The City offers the following comments and support to the National Forest Service (NFS) regarding the Administrative Draft Environmental Assessment.

Alternative Preference

Upon review, the City of Mt. Shasta Alternative Preference is Alternative 3 due to the expansion of trail opportunities, increased user safety, decommission of user created trails, and expansion of the McBride Campground. The City economy is recreation based and would benefit from the expansion of the trail system throughout surrounding area, including trails geared more for mountain biking, equestrian activities, and hiking.

The McBride expansion is highly favorable to the City due to the lack of public camping spaces in the City Limits. The City of Mt. Shasta does not have any public camping located in the City Limits adjacent to the Shasta-Trinity National Forest. The expansion of the campground area would increase the number of visitors and open opportunities for camping for regional residents.

The expansion would also lower the prevalence of illegal camping in the surrounding forested area. The additional campsites would give visitors the ability to camp in a monitored and populated area. Illegal encampments attempt to avoid detection by camping farther away from public areas which are also more prone to wildfire due to the lack of consistent maintenance. The increase in spaces may deter people from illegally camping and increase the number of people in the campground area that would be able to monitor and report illegal activities.
**Connected Actions**

The City of Mt. Shasta owns 125.5 acres of property on the southside of the City as part of a Brownfield development acquired from Roseburg Forest Products. The eastside of the property borders the National Forest Service with approximately 15 acres set aside for open space, park, and trail development. The property has been unutilized by the City due to funding, previous political will, and development opportunity.

The City has participated in scoping and discussion with the Mt. Shasta Trails Association, Mt. Shasta Mountain Bike Association, and the National Forest Service regarding the development of a southern trailhead development on City property that connects to the Gateway Phase 2 Trail Project. The City continues to support and will move forward with the development of the trailhead in tandem with the Gateway Phase 2 Project. Without the Gateway Phase 2 Project approval by the National Forest Service, the City will be unable to utilize the eastside property to its highest potential.

**Conclusion**

The City of Mt. Shasta supports the NSF conclusion of “No Significant Impact” based on the evidence presented in the Administrative Draft Environmental Assessment. The City finds that Alternative 3 will increase economic activity related to recreation, increase the opportunity for residents to enjoy the outdoors and develop a better connection with nature, and will positively impact the environment through the decommissioning of user-created trails and increased activity.

Please feel free to contact the City if you need any clarification of this letter.

Sincerely,

Bruce Pope
City Manager
Staff recommends amending Section 2 Term of the Agreement extending the termination date of the contract between the Mt. Shasta Chamber of Commerce and the City of Mt. Shasta to June 30, 2020.

Recommendation:
The City Manager and an Ad Hoc Committee of the City Council consisting of Mayor Wagner and Councilmember Engstrom met with Chamber President Tessa Montgomery to review the existing contract with the City.

Based on the request of the Chamber of Commerce, Staff is recommending the City Council extend the termination date of the existing contract to June 30, 2020. The Chamber of Commerce President asked for this extension to allow the Chamber time to replace the recently vacated Executive Director’s position.

Background & Summary:
The existing contract between the City of Mt. Shasta and the Mt. Shasta Chamber of Commerce was executed on June 28, 2016. The effective period of the contract was for three years with a termination date of June 30, 2019.

Section 3. of the Contract identifies the intended compensation for services to be provided by the Chamber of Commerce in accordance with the provisions of the agreement. The agreement specifies that the total compensation under the agreement is to be a total of Sixty-Five Thousand ($65,000.00) dollars. Payments shall be made quarterly on the basis of 25% per quarter.

The agreement also contains a Scope of Work section, Exhibit A which specifies the specific tasks to be carried out by the Chamber of Commerce.

There are no other changes being proposed to the agreement other than the one year extension of the termination date.

A copy of the complete contract is attached as information.

Financial Impact:
If approved, the City will be required to pay the Chamber of Commerce the total of Sixty-Five Thousand ($65,000.00) dollars in quarterly installments during the fiscal year 2019/20.

Attachments:

Original Agreement with the Chamber of Commerce
AGREEMENT BETWEEN
THE CITY OF MT. SHASTA AND
THE MT. SHASTA CHAMBER OF COMMERCE
FOR OPERATION OF THE MT. SHASTA VISITOR’S BUREAU
AND PROMOTIONAL AND MARKETING SERVICES

THIS AGREEMENT is made and entered into this 1st day of July 2016, by and between the City of Mt. Shasta (hereinafter ‘City’, a municipal corporation, and the Mt. Shasta Chamber of Commerce (hereinafter ‘Chamber’).

RECITALS

A. The City recognizes that Mt. Shasta is an international tourist destination known for its scenic beauty, clean air and water, and recreational opportunities.

B. The City’s general fund derives revenue from Transient Occupancy Tax (TOT) and Sales Tax which are generated by tourism. Tourism is a clean industry which provides a revenue stream which allows the City to provide a high quality of services to its local residents and visitors.

C. As such, the City cooperates with the local business community to promote Mt. Shasta as a desirable destination choice for both potential first time visitors and repeat visitors to ensure that tourists continue to come to Mt. Shasta and stay in our lodging, dine in our restaurants, and shop in our local retail stores.

D. The City desires to pool resources with the Chamber for certain community promotion services including the operation of the Mt. Shasta Visitor’s Bureau and the production of cost effective marketing services for the community.

E. Section 37110 of the California Government Code authorizes the expenditures of money accruing to the General Fund in the Fiscal Year for such promotion and marketing.

F. The Chamber is directed by an elected Board of Directors from the local business community with a professional staff and volunteers and is organized and equipped to carry on such promotional and marketing activities on behalf of the City.

G. City has previously entered into agreements with the Chamber for operation of the Visitor’s Bureau and promotional services for FY 2002-05, 2005-08, 2008-11, and 2011-16. The current agreement expires on June 30, 2016, and the Chamber and City desire to continue the existing relationship through a new multi-year agreement.

Therefore, for the considerations hereinafter specified, the parties hereby agree as follows:
Section 1. Scope of Services. The services to be provided by the Chamber for the years commencing July 1, 2016 and each July 1st thereafter, shall be as outlined in Exhibit A attached hereto subject to annual review by the parties.

Section 2. Term of Agreement. This Agreement shall begin July 1, 2016 and terminate on June 30, 2019. The agreement shall be subject to an annual review by the parties of the Scope of Services and the Budget for future years beginning July 1, 2017.

Section 3. Compensation.

A. For the services described in Exhibit A to be performed, commencing July 1, 2016 the Chamber shall be compensated by the sum of Sixty-five Thousand Dollars ($65,000) to be paid as follows:

- 1st payment: August 15th 25%
- 2nd payment: November 15th 25%
- 3rd payment: February 15th 25%
- 4th payment: May 15th 25%

B. Any unencumbered surplus funds remaining at the end of a fiscal year from payments made to Chamber by City for services outlined in this agreement, may be requested to be returned. Any request shall be in writing and a part of the annual review referred to in Section 2 above.

Section 4. Accounting. The Chamber agrees to account for all funding provided, and to keep complete books and records thereof, and to make available and submit to audit by the City all the Chambers’ books, records, and financial statements, upon the City’s request and with reasonable prior notice.

Section 5. Performance Evaluation/Tracking. For the purposes of evaluating the effectiveness of the marketing and promotional services to be provided by the Chamber, the Chamber shall provide periodic written reports to the City, including the following information:

A. Monthly statistics of visitor activity including the following:
   1. Responses to promotional advertising by way of telephone or by mail;
   2. The origin and number of visitors coming to Mt. Shasta, including referrals and visitor inquiries as received by Chamber;
   3. Tracking of attendance, wherever possible, at major special events after publication of promotional advertising.

B. Quarterly financial reports which shall be submitted by the last day of the month following the subject quarter.

C. Quarterly reports on advertising, press coverage, and press releases with dates of publication or release

D. Periodic reports on the status of projects/programs outlined in Exhibit A.

E. An annual report recapping the previous year shall be submitted by August 15th.

Section 6. Credit and Recognition. City shall be listed and credited as an official corporate sponsor for Chamber events and activities. City shall provide copy of its logo for such
credit use. City shall be considered as a corporate business member of the chamber and entitled to same membership benefits as other chamber business members for participation in chamber events and activities by City elected officials and staff. The City Manager or designee shall have an ex officio seat on Chamber Board of Directors.

Section 7. Independent Contractors. It is understood and agreed that the Chamber, in the performance of the work and services agreed to be performed by Chamber, shall act as and be an independent contractor. Chamber shall obtain no rights or other benefits that accrue to employees of City. Chamber shall not be eligible for coverage under City’s workers compensation insurance plan nor shall Chamber be eligible for any other City benefit. Chamber and its subcontractors are solely responsible for its own injuries incurred in the performance of their services.

Section 8. Indemnification. Chamber shall hold harmless and indemnify the City, its elected officials, officers, employees, and designated agents against any and all claims, suits, actions, costs, counsel fees, expenses, damages, judgments or decrees by reason of any persons or persons' bodily injury, including death, or property being damaged by Chamber or any person employed by Chamber or in any capacity during the progress of the work whether by negligence or other wrongful conduct. Chamber shall also indemnify City against any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board against the City with respect to Chamber's "independent contractor" status that would establish a liability for failure to make social security or income tax withholding payments.

Section 9. Insurance Requirements. Chamber agrees to have and maintain Worker’s Compensation Insurance coverage.

Section 10. Nondiscrimination. The Chamber shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, ancestry, color, sex, age, national origin, religion, material status, medical condition, or handicap.

Chamber shall not discriminate between its members and non-members in the provision of services pursuant to this Agreement, or in the provision of information regarding local businesses to visitors or others, the preparation of brochures, or advertisements. The purpose of this Agreement is to improve the general business climate of the entire City, and not to provide a special benefit to Chamber members either collectively or individually.

Section 11. Governing Law. City and Chamber agree that the law governing this Agreement shall be that of the State of California.

Section 12. Compliance with Laws. Chamber shall comply with all applicable laws, ordinances, codes, and regulations of the Federal, State, and Local agencies.

Section 13. Ownership of Materials and Disclosure of Information. Any brochures, maps, reports, documents, or other materials produced by Chamber using the funds arising out of this Agreement shall belong to the City, and possession of such assets shall be delivered to City at any time upon City’s request.

Any information developed by Chamber pursuant to this Agreement shall be disclosed to City upon City’s request.

Section 14. Waiver. The parties agree that waiver, breach, or violation of any term or condition of this Agreement shall not be deemed to be a waiver of any other term or condition.
contained herein or a waiver of any subsequent breach or violation of the same or any other term or condition. The acceptance by City of the performance of any work or services by Chamber shall not be deemed to be a waiver of any term or condition of this Agreement.

Section 15. Assignment/Delegation. Except as above, neither party hereto shall assign, sublet, or transfer any interest in or duty under this Agreement without written consent of the other, and no assignment shall be of any force or affect whatsoever unless and until the other party shall have so consented.

Section 16. Conflict of Interest. The Chamber covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. The Chamber further covenants that in the performance of this contract, no person having any such interest shall be employed.

Section 17. Attorney's Fees. In the event either party brings an action or proceeding for damages arising out of the other's performance under this Agreement or to establish the right or remedy of either party, the prevailing party shall be entitled to recover reasonable attorney's fees and costs as part of such action or proceeding.

Section 18. No Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create, any rights in third parties.

Section 19. Notices. All notices and other communications required or permitted to be given under this Agreement shall be in writing and shall be personally served or mailed, return-receipt requested, addressed to the respective parties as follows:

| Mt. Shasta Chamber of Commerce | City of Mt. Shasta |
| 300 Pine Street | 305 N. Mt. Shasta Blvd. |
| Mt. Shasta, CA 96067 | Mt. Shasta, Ca 96067 |

Section 20. Prior Agreements. This Agreement represents the entire understanding of the parties as to those matters contained herein, and no prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder.

Section 21. Entire Agreement. Both parties acknowledge that by entering into this Agreement, the City is not assuming any obligation to operate, supervise, or fund Chamber or any other obligations to Chamber other than those expressly stated herein. This Agreement, including all Exhibits attached hereto, constitutes the entire agreement among the parties and may not be modified or changed, except by written instrument executed by both parties.

Section 22. Termination. Should Chamber fail to perform any of its obligations hereunder, within the time and in the manner provided, or otherwise violate any of the terms of this Agreement, the City may terminate this Agreement by giving written notice of such termination, stating the reasons for such termination in such event. Upon termination the Chamber shall not be due monies that are unpaid, and any unexpended monies shall be due to the City. No amounts shall be expended by the Chamber following the date of written notice of termination without written consent of the City. The Chamber shall be compensated as above, provided, however, there shall be deducted from such amount the amount of damage, if any, sustained by City by virtue of the Chamber's breach of this Agreement. In addition, the City may
terminate this Agreement if it determines that the City is in an extreme financial emergency and the TOT funds are needed for other purposes consistent with Section 37110 of the California Government Code.

Dated: 1/28/2014

CITY OF MT. SHASTA
Paul Eckert, City Manager

MT. SHASTA CHAMBER OF COMMERCE
Jim Mullins, Executive Director

ATTEST:
Kathryn Wilson, Deputy City Clerk
Exhibit A

SCOPE OF WORK
Mt. Shasta Chamber of Commerce Mt. Shasta Visitor’s Bureau and Promotional and Marketing Services Agreement

Mt. Shasta Visitor’s Bureau

- Operate and staff the Visitors’ Bureau on a daily basis; including phone, emails and drop-in services, with hours of operation as needed.

Tourism Marketing and Promotional Efforts

The Mount Shasta Chamber of Commerce, “Chamber,” shall provide the following efforts to proactively promote the City of Mt. Shasta in order to encourage tourism and patronage of local businesses by implementing an effective marketing and promotions strategy which will generate increased Transient Occupancy Tax and Sales Tax revenue to the City’s General Fund.

- Maintain a professional, up to date web-site and provide a link to the City’s web-site.

- Produce and update as necessary various City promotional information such as walking map of City, business directory, business map and other such information.

- Facilitate media and familiarization tours in which journalists, tour operators or travel agents experience the region first-hand.

- Provide custodial services for the bathroom located downtown.

Special Events Production

The Chamber shall be responsible for the coordination, marketing and production of community wide special events which are designed to focus on promoting the City to local, regional, national and international communities such as the following:

1. 4th of July Celebration: Fun-run/walk, parade at noon, and fireworks over Lake Siskiyou at dusk. Booths and live music downtown. Chamber is responsible for all coordination and communication between all parties involved to make this large event as smooth as possible.

2. Cool Mountain Nights: Annual, Labor Day weekend; on Saturday one can enjoy a Classic Car Show 'n Shine and a downtown street fair. On Sunday, the Blackberry Music Festival in the afternoon at City Park. Chamber works with all parties involved.
3. Winter Magic and Christmas Tree Lighting: Friday after Thanksgiving. Gathering in front of city hall to celebrate the beginning of the holiday season. Carols are sung by candlelight. Community Christmas tree, all the trees lining the streets downtown and the holiday decorations are lit at once. Santa drives by on a fire truck. Merchants stay open late for browsers and shoppers. The Chamber coordinates with all parties involved.

4. Annual Mt. Shasta Bike Rides: Support annual, one day riding event. The Chamber will provide all ground work to the primary sponsoring the event, including permits, registration, and logistics.

5. Other Events: Chamber shall also provide support and assistance to other community activities carried out by non-profit and commercial entities as needed, currently including but not limited to:
   a. ShastaYama Music Festival: Annual, one evening event. Taiko — Japanese drumming — is gaining popularity worldwide and has found its way to Mt. Shasta. Chamber works hand in hand with the promoters on production and promotion of the event.
   b. Climb Against the Odds: Breast cancer survivors from around the world, supporters and others impacted by the disease challenge Mt. Shasta's peak as part of the annual Breast Cancer Fund's Climb Against the Odds mountain expedition. The Chamber works closely with the Breast Cancer Fund to provide climbers and their entourage an unforgettable experience in our area.
   c. Art and Cultural Events: The Chamber will assist with various events that celebrate the arts and music in downtown Mt. Shasta.

Business Education, Community Outreach, and Team Shasta Efforts

Chamber shall sponsor annually a “Business Informational Meeting” with the City. These events are designed to provide up to date information to local businesses on activities and efforts being undertaken by the City that have an impact on the local business community. Chamber and City shall work together to identify topics, dates and times of these events.

Maintain and actively promote a local business shopping program of a “buy local” nature.
Agenda Item

Staff Report

Meeting Date: May 28, 2019
To: City Council
From: Planning Commission
Subject: Planning Commissioner Candidate Questions

Recommended Action:

Motion to approve revised Planning Commissioner Candidate Questions for future Planning Commissioner applications.

Background:

The City Council utilizes a set of questions to assess Planning Commissioner candidates. The series of questions should highlight the attributes of the candidate and address important Planning Commission duties.

Planning Commission Review:

The Planning Commission reviewed the previous set of questions and a list of potential questions to replace them. The Planning Commission selected four questions to replace the existing questions. The Commission also approved the development of a short introduction to discuss the purpose, pertinent regulations, and topics covered by the Planning Commission.

Attachments:

1. Planning Commissioner Candidate Questions
Planning Commissioner Candidate Questions

The Planning Commission is an essential group of the City of Mt. Shasta that assists the City Council in creating rules and reviewing development proposals. The commission works together, with the public, and other groups to create rules that are fair, equitable, and address the needs of the city. The work of the Planning Commission involves listening and respecting to numerous opinions, developing rules with the other members through compromise, and addressing difficult, sometimes unfavorable topics like homelessness, large commercial development, and environmental impacts. It is important that Planning Commissioners are objective and open to new ideas.

The Planning Commission works with the state Subdivision Map regulations, California Environmental Quality Act (CEQA), and General Plan regulations to review development proposals and create city rules. Candidates should familiarize themselves with these three state rules to better understand the work of Planning Commission.

1. Tell us about yourself and why you are interested in serving on the Planning Commission.

2. What do you view as the duties of the Planning Commission?

3. What sections or goals of the City’s General Plan do you feel should be prioritized in the next 5 years?

4. Some issues that the commission hears may be controversial and draw large audiences. At public hearings, planning commissioners must discuss openly among themselves any given matter before a decision is made, and they must do so before sometimes large and sometimes unfriendly audiences. Are you comfortable making decisions that may be deemed unfavorable by some, perhaps even at odds with your own preferences?
City Council Agenda Item # 8  
Staff Report

Meeting Date: May 28, 2019
To: City Council
From: City Planner
Subject: Cannabis Regulatory Fee Amendment

Recommendation:

1. **Open Public Hearing, Take Public Input, Close Public Hearing**

2. **Motion to approve CCR-19-XX amending the Cannabis Regulatory License Fees for Retail and Industry Cannabis Licenses**

Background:

The City of Mt. Shasta facilitates the licensing and compliance of cannabis retail and industry operations in the City Limits. The City is responsible for maintaining information related to the business structure, processing, state compliance, and inspecting facilities for compliance and safety.

The Planning Department facilitates a majority of these actions. The Department is in need of an additional position to ensure compliance of the operations with the City and State standards. A Cannabis Enforcement Officer would be charged with the monitoring, enforcement, and inspection of the cannabis retail and industry facilities in the City Limits. The position would be under the supervision of the City Planner in the Planning Department.

Processing and Filing Fee Determination

State of California Government Code, Section 66014 prohibits a local agency from charging fees for these services which exceed the estimated reasonable cost of providing the service for which the fee is charged. The regulatory fee for the cannabis retail and industry license holders is in place to cover the cost of monitoring and inspecting facilities. The proposed amended regulatory fee per license for both retail and industry cannabis uses is $1,000. This is an increase from $320 per license.
The proposed increase in the regulatory fee for both retail and industry licenses would cover two-thirds of the cost of a half-time Cannabis Enforcement Office with a salary of approximately $32,000. The remain third will be covered by the cannabis tax revenue. If the City of Mt. Shasta issues any additional licenses, then the position funding would rely less on the cannabis tax revenue source.
RESOLUTION NO.  CCR-19-XX

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MT. SHASTA
AMENDING THE FEES FOR CANNABIS
ANNUAL REGULATORY LICENSES

WHEREAS, the City of Mt. Shasta Planning Department in coordination with the Police, Fire, Public Works Department processes applications for various cannabis industry activities; and

WHEREAS, the State of California Government Code, Section 66014 prohibits a local agency from charging fees for these services which exceed the estimated reasonable cost of providing the service for which the fee is charged; and

WHEREAS, the City of Mt. Shasta Planning Department and Finance Department have calculated the estimated costs of providing the processing of cannabis applications filed with the Planning Department, regulatory fees collected from approved licensees, registering drivers with the Police Department, and processing Personal Garden Tags; and

WHEREAS, the City of Mt. Shasta has held a public hearing on May 28, 2019 at which oral and written presentations on the proposed fees were accepted.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mt. Shasta that effective immediately the fee for regulatory licenses for Cannabis Retail and Cannabis Industry uses is $1000.00 per license.

The foregoing Resolution was approved this 28th day of May, 2019 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:  

DATED: May 28, 2019

ATTEST: CITY OF MT. SHASTA

______________________________  ________________________________
Kathryn M. Wilson, Deputy City Clerk  Barbara Wagner, Mayor
Meeting Date: May 28, 2019
To: Mayor and City Council
From: Kathy Wilson, Deputy City Clerk
Subject: City Support for Mt. Shasta Community Fireworks

Recommendation:
Staff respectfully requests Council discuss and determine whether to support Mt. Shasta Community Fireworks, a non-profit corporation, with a monetary donation for the annual fireworks display over Lake Siskiyou.

Background & Summary:
The Mt. Shasta fireworks display over Lake Siskiyou has been a tradition for more than 40 years and is supported completely by sponsor donations. The fireworks show is known as one of the best in Northern California and entertains thousands of people every year. For the first time, the City of Mt. Shasta has been approached with a request for sponsorship.

Financial Impact:
Determined by City Council

Attachments:
Resolution CCR-19-XX
Mt. Shasta Community Fireworks Sponsorship Letter
WHEREAS, the annual 4th of July fireworks display has been a tradition in Mt. Shasta for over 40 years; and

WHEREAS, the 4th of July tradition brings thousands of people to the community; and

WHEREAS, the City of Mount Shasta takes pride in its traditions and its community; and

WHEREAS, the City of Mount Shasta desires to sponsor the annual fireworks display and support Mt. Shasta Community Fireworks; and

WHEREAS, the support will be of minimal cost to the City of Mount Shasta.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mount Shasta hereby authorizes a sponsorship of $1,000 for Mt. Shasta Community Fireworks and expresses gratitude for the countless hours and hard work by the volunteers associated with the fireworks display.

The foregoing Resolution was approved this 28th day of May 2019 by the following vote:

AYES: 
NOES: 
ABSENT: 
ABSTAIN:

Dated: May 28th, 2018

ATTEST: 
CITY OF MOUNT SHASTA:

________________________ ______________________________
Kathryn M. Wilson, Deputy City Clerk  Barbara Wagner, Mayor
It's hard to believe, but the 4th of July is just around the corner. For the thousands of people that enjoyed the fireworks show last year, we thank everyone for their support that helped to put on one of the best fireworks shows in Northern California. The spectacular fireworks will again be over Lake Siskiyou and has become a tradition that many come from near and far to see. This year our fireworks show will carry on that tradition and we will include hundreds shells that fill the sky and thrill the crowds. To do this we will need to raise over $25,000, and with your support, we can reach this goal.

We are reaching out to the entire community to ask for your help in continuing this tradition. We are offering several levels of sponsorship from individual to corporate with unique advantages at each level. Each and every donation goes directly to making our show one of the best so please consider becoming a Corporate Sponsor.

Sincerely,

Tom Haistings
Chairman, Mt. Shasta Community Fireworks
www.mtshastafireworks.com
mtshastafireworks@gmail.com

Please return a copy of this letter along with your check made payable to:

Mt. Shasta Community Fireworks, 638 W. A. Barr Rd., Mt. Shasta, CA 96067

Business Name: ____________________________________________________________

Contact Person: ___________________________________________________________________

Address: __________________________________________________________________________

Telephone Number: ___________________________ Email: _________________________

2018
Mt Shasta 4th of Fireworks was brought to you by:

Crystal Geyser
Ray-Mac Mechanical

And the following sponsors:

Corporate Sponsors ($1000+)
Mt. Shasta Resort
Lake Siskiyou Campgrounds
Solano’s
Ramshaw’s Ace Hardware
Pepsi-Cola Bottling of Mt. Shasta
Foothill Distributing
Weed Grocery Outlet
Aiello, Goodrich & Teuscher

Major Sponsors ($500+)
Mt Shasta Ambulance
Berryvale Grocery
Cross Petroleum
Jon Thomas Fine Jewelry
Scott Valley Bank
Lake Street Spirit
Mt. Shasta Runners
Mike Quinn
PacifiCorp

Fireworks Hero’s
Shasta Brown, Inc
Dan Benedetti
Mark Clure
Point S Mount Shasta
Aaron Richardson
The Fifth Season
Don Erickson Shell
State Farm Insurance
Ron's Furniture
Sportsmen’s Den
Timberworks
Sports & Spirits
Tom & Patty Morris
M&T Lumber
Deetz Secure Storage
Title Sponsor $5000

Brought to you by advertising
Booth site at Mt. Shasta Resort
All Newspaper, Website, Radio and Social Media advertising including top display of logo with linked to your website
VIP Parking at Mt. Shasta Resort
Banner displayed at Mt. Shasta Resort

Corporate Sponsorship $1000 and above
All Newspaper, Website, Radio and Social Media advertising including top display of logo with linked to your website
VIP Parking at Mt. Shasta Resort
Banner displayed at Mt. Shasta Resort

Major Sponsor $500 and above
All Newspaper, Website and Social Media advertising
Website and Social Media linked to your website
VIP Parking at Mt. Shasta Resort

Sample Ad