



RIO DELL CITY COUNCIL AGENDA
CLOSED SESSION – 5:30 P.M.
REGULAR MEETING - 6:30 P.M.
TUESDAY, JANUARY 15, 2019
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

***WELCOME** - By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*



In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Assistance listening devices are now available for the hearing impaired. Please see the City Clerk for a receiver.

- A. CALL TO ORDER
- B. ROLL CALL
- C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:
 - 1) 2019/0115.01 – **Conference with Legal Counsel – Anticipated Litigation**
Significant exposure to litigation pursuant to §54956.9(b):
One case. Facts and circumstances not yet known to
potential plaintiff or plaintiffs
 - 2) 2019/0115.02 - **Public Employee Performance Evaluation**
Title: Chief of Police (Pursuant to Gov't Code §54957)
 - 3) 2019/0115.03 - **Public Employee Performance Evaluation**
Title: City Manager (Pursuant to Gov't Code §54957)
- D. PUBLIC COMMENT REGARDING CLOSED SESSION
- E. RECESS INTO CLOSED SESSION
- F. RECONVENE INTO OPEN SESSION – 6:30 P.M.

G. ORAL ANNOUNCEMENTS

H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL MATTERS

- 1) 2019/0115.04 - Selection of Mayor and Mayor Pro Tem 1

J. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

K. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually following action on the remaining consent calendar items.

- 1) 2019/0115.05 - Approve Minutes of January 3, 2019 Regular Meeting
(ACTION) 4

- 2) 2019/0115.06 - Receive and File Check Register for December 2018
(ACTION) 13

L. ITEMS REMOVED FROM THE CONSENT CALENDAR

M. REPORTS/STAFF COMMUNICATIONS

- 1) 2019/0115.07 - City Manager/Staff Update **(RECEIVE & FILE)** 17

N. SPECIAL PRESENTATIONS/STUDY SESSIONS

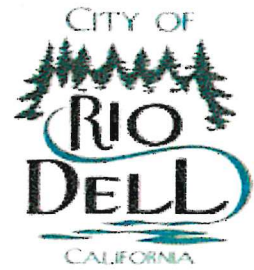
- 1) 2019/0115.08 - Project Update from City's Engineer, GHD 21

O. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) 2019/0115.09 - 2019 City Streets Projects **(DISCUSSION/POSSIBLE ACTION)** 32
 - 2) 2019/0115.10 - Update on Rio Dell Library and Related ADA Compliance **(DISCUSSION/POSSIBLE ACTION)** 43
 - 3) 2019/0115.11 - Possible Cannabis Regulations Text Amendments **(DISCUSSION/POSSIBLE ACTION)** 44
- p. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS
- Q. COUNCIL REPORTS/COMMUNICATIONS
- R. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, February 5, 2019 at 6:30 p.m.*

675 Wildwood Avenue
Rio Dell, Ca 95562
(707) 764-3532



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA**

TO: Mayor and Members of the City Council
FROM: Karen Dunham, City Clerk *KD*
THROUGH: Kyle Knopp, City Manager *3*
DATE: January 15, 2019
SUBJECT: **Election of Mayor and Mayor Pro Tem**

RECOMMENDATION

1. Follow City Council Procedure To Elect a Mayor and Mayor Pro Tem.

BACKGROUND AND DISCUSSION

Resolution No.1127-2011 provides a procedure for appointments by the City Council for vacant positions on the City Council and Commissions and establishes the procedures for selecting the Mayor and Mayor Pro Tem. Section 36801 of the California Government Code also establishes the procedures for choosing the Mayor and Mayor Pro Tem as follows:

Section 36801: The City Council shall meet at the meeting at which the declaration of the election results for a general municipal election is made pursuant to Sections 10262 and 10263 of the Elections Code and, following the declaration of the election results and the installation of elected officials, choose one of its members as Mayor, and one of its members as Mayor Pro Tempore.

All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tem unless a Councilmember chooses to decline nomination. Each term will be for two (2) years ending with the 2020 General Election.

Attachments:

Resolution No. 1127-2011

RESOLUTION NO. 1127-2011
A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF RIO DELL PROVIDING A PROCEDURE FOR
APPOINTMENTS BY THE CITY COUNCIL
FOR VACANT POSITIONS ON THE CITY
COUNCIL AND COMMISSIONS

WHEREAS, the City Council is authorized under RDMC Section 2.55 to establish and by a majority vote appoint individuals to commissions, boards and committees; and

WHEREAS, City Council desires to use the same system to select the Mayor and Mayor Pro Tempore as is used to appoint individuals to commissions, boards and committees; and

WHEREAS, when vacancies occur on the City Council and Commissions, the City Council will vote to appoint replacements for the duration of the term (or for a full term when an election is planned and less candidates file than the number of seats that will become vacant); and

WHEREAS, the City Council desires that a set of procedures be in place to formally guide the voting process;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Rio Dell that:

1. Upon notice of a vacancy, an application time period shall be designated whereby interested applicants may complete an application to fill the vacant seat.
2. Names of all qualified applicants shall be placed in nomination for the vacant Seat.
3. All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tempore (with the exception of the newly appointed Mayor). Any Councilmember may decline nomination for Mayor or Mayor Pro-Tempore.
4. Applicants shall be given an opportunity to make a short presentation to the Council at a public meeting.
5. At a City Council meeting where the vacancy is ajenized, each Councilmember will write the name of the applicant of their choice, and sign their ballot.
6. The ballots will be passed to the City Clerk to be counted and announced by name and for whom they voted.
7. If an applicant receives 3 or more votes, that candidate is chosen for the vacancy. Otherwise, there will be a runoff ballot between the top 2 applicants. Applicants receiving 2 votes will be placed in the runoff, and a separate vote shall be held for those receiving 1 vote if only 1 applicant has 2 votes (i.e. 2,1,1,1).

7. In the case of ties, a revote will be held.
8. After 3 ties, the Council will declare that the item be continued and placed on the next regular agenda.
9. At the next regular or special council meeting where the continued item is agendized, the Council shall re-vote up to 2 more times in the same manner as described above. In the event there is still a tie vote, the Council will declare a deadlock and reopen the application process.

BE IT FURTHER RESOLVED, that the procedure for establishing a system for City Council appointments to commissions, boards and committees and procedures for the selection of Mayor and Mayor Pro Tempore as described in Resolution Nos. 416, 625, 700, and 822-1-2002 are hereby repealed and replaced with the procedure described above.

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 6th day of September, 2011 by the following vote:

AYES: Woodall, Leonard, Marks, Thompson, Wilson
NOES: None
ABSENT: None
ABSTAIN: None

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
REGULAR MEETING
JANUARY 3, 2019
MINUTES**

The regular meeting of the Rio Dell City Council was called to order at 5:30 p.m.

ROLL CALL: Present: Mayor Richter, Mayor Pro Tem Strahan, Councilmembers
Garnes, Wilson and Woodall

Others Present: (Closed Session) City Manager Knopp, City Clerk Dunham
and City Attorney Gans

(Regular Meeting): City Manager Knopp, City Clerk Dunham,
City Attorney Gans, Finance Director Kerrigan, Community
Development Director Caldwell, Water/ Roadways
Superintendent Jensen, Wastewater Superintendent Taylor,
and City Attorney Gans

Absent: Chief of Police Conner

ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to Paragraph (2) or (3) of §54956.9: One Case. Facts and circumstances not yet know to potential plaintiff or plaintiffs

The Council recessed into closed session with City Manager Knopp, City Attorney Gans, and City Clerk Dunham at 5:30 p.m. to discuss the above matter.

The Council reconvened into open session at 6:30 p.m. City Attorney Gans reported out that the Council met in closed session to discuss with the City Attorney a self-reported potential violation of the Brown Act with Councilmember Bryan Richter related to the mayoral selection process. In the interest of securing a potential violation and full transparency, the City Council voted to rescind and nullify the vote for Mayor and Mayor Pro Tem that occurred at the last regular City Council meeting held on December 18, 2018, and to conduct a new vote for Mayor and Mayor Pro Tem at the next regular City Council meeting on January 15, 2019 after placing the matter on next regular meeting agenda and calling for public discussion. The Council directed former Mayor Frank Wilson to preside until a new Mayor is selected at the January 15, 2019 regular meeting.

The action was taken based on a motion by Councilmember Bryan Richter, seconded by Councilmember Julie Woodall with Councilmembers Wilson, Richter, Woodall, Strahan and Garnes all voting in favor. City Attorney Gans left the meeting at this time.

PUBLIC PRESENTATIONS

Alice Millington complimented everyone in the City responsible for the wonderful Christmas lights and decorations.

Nick Angeloff provided an update on Chamber of Commerce business and said they were in the process of removing the lights and decorations before the rains. He said there has been a lot of activity at the Chamber office to get things cleaned up and that the Eagle Prairie Arts District (EPAD) got a new director and that she would be collaborating with the City on new projects.

City Manager Knopp introduced Derek Taylor as the City's new Wastewater Superintendent and said his first day on the job was January 2, 2019.

Derek thanked the City for the opportunity and said he looked forward in serving the City.

CONSENT CALENDAR

Motion was made by Garnes/Strahan to approve the consent calendar including approval of minutes of December 18, 2018; approval of Resolution No. 1412-2019 authorizing update of signature cards on all US Bank accounts; and appointing real property negotiating team as Kyle Knopp, City Manager, Russell Gans, City Attorney, with parties whom negotiating as Andrew and Sarah Albin related to potential purchase of 203 Wildwood Avenue. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

Mayor Wilson asked if Council or the public had any questions regarding the staff update as submitted.

Councilmember Garnes asked if staff had received any response from the artist, Dan McCauley regarding the bear sculpture.

Community Development Director Caldwell commented that staff had not received a response but would follow up with Mr. McCauley.

Councilmember Woodall referred to the City Manager update related to submittal of the project completion report for the Water Board order related to nitrogen and asked if that completes the City's work.

City Manager Knopp explained that the report had to be submitted by December 31, 2018 and that the Water Board will review it at their meeting and may want to audit it or accept it as submitted. The City is waiting for their response.

Councilmember Garnes asked about the status of the habitat parcel.

City Manager Knopp said staff was waiting for the judge to sign off on the warrant before moving forward with execution of the contract.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Approve Appointment of Councilmembers as Representatives of the City to serve on various Boards, Committees, Commissions and Task Forces

City Manager Knopp distributed a handout of staff's recommendations for Council appointments to various boards, committees and commissions. Councilmembers were asked to review the list and comment on any suggested changes. After review and discussion of the assignments, motion was made by Woodall/Garnes to approve the appointments and alternates to the external organizations and internal advisory bodies as follows.

<u>ORGANIZATION</u>	<u>APPOINTEE</u>	<u>ALTERNATE</u>
Humboldt County Association of Governments (HCAOG)	Strahan	Woodall
Humboldt County Convention & Visitors Bureau	Garnes	Strahan
Humboldt Waste Management Authority (HWMA)	Wilson	Richter
Humboldt Transit Authority (HTA)	Woodall	Strahan
League of California Cities (Redwood Empire Division) (LOCC)	Garnes	Richter
Redwood Region Economic Development Commission (RREDC)	Richter	Woodall
Local Agency Formation Commission (LAFCo)		
Redwood Coast Energy Authority	Wilson	Garnes
Humboldt/Del Norte Hazardous Response Authority	Strahan	Garnes

INTERNAL COMMITTEES

Traffic Committee: Chief of Police Conner, City Manager Knopp, Community Development Director Caldwell, Water/Roadways Superintendent Jensen, Rio Dell Fire Chief Wilson, Water/Roadways Superintendent Jensen, Councilmembers Wilson and Woodall

Nuisance Hearing Committee: City Manager Knopp, Community Development Director Caldwell, Chief of Police Conner, Councilmembers Woodall and Strahan, and two public members, Joseph Frye and one to be solicited.

Sculpture Committee: Community Development Director Caldwell, Councilmember Wilson, Susan Pryor, Robert (Robey) Agnew and Jim Brickley with Councilmember Garnes as alternate.

Liaison to Rio Dell Fire District: Councilmember Garnes/Strahan (Alternate)

Liaison to Rio Dell/Scotia Chamber of Commerce: Councilmember Woodall/Garnes (Alternate)

Labor Adhoc Committee: Councilmembers Garnes and Richter.

Councilmember Garnes agreed to pursue potential appointment to LAFCo.

Motion carried 5-0.

Approve Appointments to the Rio Dell Planning Commission

City Manager Knopp provided a brief staff report and said that there are currently five (5) vacancies on the Rio Dell Planning Commission and that five (5) applications were received to fill those five (5) vacancies. He said provided there are no objections or questions from the Council, staff is requested the Council simply forgo balloting and approve the reappointment of the three (3) applicants whose terms recently expired (Angeloff, Marks and Kemp) to three-year terms ending 12/31/21, appointment of Alice Millington as Planning Commissioner to fill the unexpired term ending 12/31/19, and Larry Arsenault as Planning Commission Alternate to fill the unexpired term ending 12/31/19.

Motion was made by Strahan/Garnes to approve the appointments to the Rio Dell Planning Commission as recommended. Motion carried 5-0.

Mayor Wilson called for public comment.

Larry Arsenault referred to the external assignments made for Councilmembers and suggested they be paid for their time to attend those meetings.

Mayor Wilson explained that City Councils can't be paid with the exception of a small stipend based on population and that Planning Commissioners by State law are volunteered positions.

City Manager Knopp reiterated that City Councilmembers can be reimbursed for mileage and meals to attend city related meetings and also have the use of the city car.

Gordon Johnson interjected that LAFCo pays members a \$20 stipend for each meeting.

Update on Rio Dell Library and Related ADA Compliance

City Manager Knopp provided an update on options for placement of the Rio Dell library. The three sites that were considered and evaluated were:

- Option 1 – 203 Wildwood Avenue
- Option 2 – Rio Dell City Hall Site
- Option 3 – Triangle Park at the intersection of W. Elko St. and Side St.

He said the County's architect is not recommending the Triangle Park location. He noted that in addition to the site considerations, the County provided cost estimates for each of the options. The estimated costs to place a modular unit at 203 Wildwood Ave. was \$369,840 and the estimate to place a modular unit at City Hall was \$304,842. He noted that these cost estimates do not include path of travel compliance, land acquisition, or other costs that would be borne by the City.

City Manager Knopp said the 4th option, which has come full circle, is to negotiate a new lease agreement with the Fire District. The County will meet with the Fire District on January 8, 2019 to discuss a proposal involving the County funding the repairs at the library's current location in exchange for a long-term lease agreement between the County and the Fire District. He noted that this would be the most affordable solution for the County but the cost to the City would be significant for the path of travel from the library to the bus stop. He estimated the cost to be around \$120,000 and said the City could possibly ask the County to help with a portion of the cost or place the project in a transition plan and try to find funding, perhaps through the Safe Routes to School Project. He said if the library were to stay at its current location, staff would recommend hiring a certified access specialist to come up with a larger plan for the City to address all of its ADA compliance issues.

He said if the negotiations with the Fire District were unsuccessful, the only remaining options would be the 203 Wildwood Ave. location or the City Hall site. He said the Council might want to further narrow down these options or provide additional direction to staff.

He pointed out that the County is under a tight schedule in that they must have a plan implemented by September 30, 2019 to satisfy the Department of Justice Consent Decree. The County Board of Supervisors will meet on January 15, 2019 to likely make a final decision.

Councilmember Strahan questioned the placement of a modular unit at City Hall and asked if the plan is to place the unit on existing pavement and if the \$304,000 is the County's cost.

City Manager Knopp explained the unit would be placed next to existing pavement on its own concrete pad and that the \$304,000 is only the County's cost.

Councilmember Woodall asked for clarification that if the Council makes a decision on a preferred option tonight, the cost for the City would not be known except that it would be a minimum of \$55,000 for the path of travel.

City Manager Knopp explained that the estimates provided were from an independent architect that doesn't work for the City and doesn't include the cost to hire a CASP specialist.

JANUARY 3, 2019 MINUTES
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Councilmember Woodall asked for a breakdown of other costs borne by the City with regard to the 203 Wildwood Ave. option.

City Manager Knopp noted other costs include land acquisition, potential eviction costs and other unforeseen expenses. He stated that staff would like some general direction from the Council as to where they would like to go with regard to the library and perhaps narrow it down to one preferred option but ultimately the decision is up to the Board of Supervisors. He said if negotiations with the Fire District on January 8th were unsuccessful, staff would like to have an alternative plan to present to the Board of Supervisors.

Councilmember Strahan said it was her understanding that the Fire District would be amenable to the repairs to the current library building provided the County was willing to absorb the cost.

City Manager Knopp commented that other comments have been made regarding potential use of the building since the initial discussions began.

Councilmember Woodall said that she had asked for circulation numbers for the Rio Dell library and according to her research, \$12,316 items were distributed last year.

City Manager Knopp commented that staff had asked Nick Wilczek, the County Librarian to provide circulation numbers but had not received anything yet.

Mayor Wilson said in essence, if the City commits to move forward with leaving the library at its existing location, the City is committed for the path of travel improvements.

City Manager Knopp agreed and said the County may have additional funds to supplement the City's costs but they are under no obligation to do so. He said if the Fire District is not willing to re-negotiate an agreement with the County, staff will call a special meeting and get further direction but if the Council feels strongly enough about the second option, that can be recommended to the Board of Supervisors.

Council expressed concerns regarding the cost to the City with both options at 203 Wildwood Ave. and City Hall and was reluctant to make a decision regarding 203 Wildwood Ave. before discussing the details of the potential land purchase in closed session.

The consensus of the Council was to direct staff to draft a letter to be signed by the Mayor indicating the City's desire to keep the library at its current location and encouraging the Fire District to work out an agreement with the County after which to determine the cost to the City for the path of travel. If the County and the Fire District were unable to come to agreeable terms then the second option would be either 203 Wildwood Ave. or City Hall.

Mayor Wilson called for public comment.

Sharon Wolfe stated that originally there was a cost given for the current repairs to the current library and pointed out that if only a portion of the repairs are done, it could be serious.

City Manager Knopp explained that in the ADA Consent Decree the most crucial deficiencies were addressed but agreed that there are other issues that would need to be addressed.

Sharon Wolfe then asked if anyone had approached the owners of 203 Wildwood to see if they were even willing to sell the property.

City Manager Knopp noted that staff had been in negotiations with the owners and that the Council would be discussing potential purchase of the property in closed session.

Gordon Johnson said that he agreed with City Manager and majority of the Council to have a letter drafted with the Mayor's signature strongly encouraging the Fire District to do what is best for the City by leaving the library at its current location. He said he doesn't think the future of the City is to have a library at City Hall and that it needs to go downtown if it is unable to remain at its current location.

Mayor Wilson asked if the City Attorney and the Albin's were available for the upcoming closed session.

City Manager Knopp said that the City Attorney would be available by phone.

Mayor Wilson said he liked the idea of having the library downtown but there were too many unknowns at this time to make a final decision.

The Council agreed with a letter to the Fire District encouraging them to work out an agreement with the County to leave the library at its current location as the first option then to wait until after closed session to select a second option.

Provide Staff Direction on Regional Climate Action Plan

Community Development Director Caldwell provided a staff report and said the County is taking the lead on the development and implementation of a Regional Climate Action Plan (CAP) and has approached the County's seven (7) cities proposing that the plan be formatted to include agreed upon regional goals and policies and individual chapters for the County and each of the seven cities.

He made it clear to the Council that a Climate Action Plan is not mandatory although it provides a defensible method of analyzing and mitigating Green House Gas emissions as required by the California Environmental Quality Act (CEQA). He said staff's intent would be to incorporate those elements of the Regional Climate Action Plan into the City Open Space and Conservation Element. He noted that other benefits of having a Regional Climate Action Plan is that the City would have enhanced access to grant funds, create new opportunities for

regional collaboration, make more efficient use of staff resources, and multiply the effectiveness of future actions. He said that staff recently attended a meeting with representatives from the County and other cities and staff from the Redwood Coast Energy Authority (RCEA) and RCEA has offered to provide a \$5,000 grant to the cities towards staff's time and expenditures related to the Regional Climate Action Plan. He indicated that staff wrote a letter to RCEA accepting their proposal predicated on City Council approval.

Community Development Director Caldwell introduced Conner McGuigan from County Planning present to answer any questions regarding the Regional Climate Action Plan.

Councilmember Strahan referred to page 43 of the Council packet indicating that the intent was to incorporate elements of the Regional Climate Action Plan into the City Open Space and Conservation Element.

Community Development Director Caldwell explained that the Open Space and Conservation Element is one of the City seven elements of the General Plan and is the most appropriate place to include a Climate Action Plan. He said that having this plan not only opens the door for grants and loans but the biggest source of greenhouse emissions is the City's wastewater treatment plant and perhaps money will become available for solar panels to reduce those emissions.

Councilmember Woodall asked if the City would be required to follow all of the plans, goals, and policies of the plan or only those identified for Rio Dell.

Conner explained that three of the main objectives of the plan are to implement 1) goals for vehicle miles traveled; 2) building energy savings such as solar; and 3) retro-fitting water and wastewater treatment facilities with solar which are all ways to reduce gas emissions.

Mayor Wilson referred to page 45 of the Council packet related to the \$5,000 grant with RCEA and said it refers to non-optional tasks identified in the Project Schedule and included as Attachment 1 and noted that there was no attachment.

Community Development Director Caldwell said he failed to include the attachment but it includes a list of meetings and roughly covers 75 hours of staff's time to attend.

Mayor Wilson called for public comment. No public comment was received.

Motion was made by Garnes/Woodall to participate in a Regional Climate Action Plan with the County and accept the \$5,000 grant from Redwood Coast Energy Authority (RCEA) toward staff's time and expenditures towards a Regional Climate Action Plan. Motion carried 3-2; Councilmembers Richter and Strahan dissenting.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Woodall said she would like staff to bring back on a subsequent agenda the Cannabis Ordinance related to Cannabis Taxes and Fees; Land Use (Dinsmore Plateau), Dispensaries, and Certified Testing Laboratories. She said her reason to bring these items back for further discussion is to be more competitive in the market and asked for a consensus of the Council.

Community Development Director noted that these items would all be talking points under one ordinance and suggested they be agenized for discussion purposes only with no recommended ordinance revisions until directed by the Council.

Councilmembers Garnes and Richter agreed with Councilmember Woodall to agenize the items, Mayor Wilson disagreed and Councilmember Strahan disagreed but wanted the matter of total cannabis revenue collected added as a future agenda item. As such, staff was directed to place the City's Cannabis regulations on a subsequent agenda for discussion.

ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Conference with Real Property – Negotiator (Pursuant to §54956.8) Agency Negotiators Kyle Knopp, City Manager, Russell Gans, City Attorney, with parties whom negotiating as Andrew and Sarah Albin related to 203 Wildwood Avenue potential or lease/price and terms of payment
The Council recessed into closed session at 7:58 p.m. with City Manager Knopp to discuss the above matter.

The Council reconvened into open session at 8:20 p.m. and announced that there was no reportable action taken in closed session.

ADJOURNMENT

The meeting adjourned at 8:21 p.m. to the January 15, 2019 regular meeting.

Frank Wilson, Mayor

Attest:

Karen Dunham, City Clerk

**City of Rio Dell
Check Listing for City Council Meeting**

ref#	Date	Vendor	Description	Amount
518	12/05/2018	[6038] ACCURATE TERMITE & PEST SOLUTIONS	INSECT CONTROL FOR TWO VEHICLES	575.00
			BI-MONTHLY PEST CONTROL @ 675 WILDWOOD AVE	
			MONTHLY RODENT CONTROL @ 475 HILLTOP DR	
519	12/05/2018	[5235] ADVANTAGE FINANCIAL SERVICES	DOCSTAR USER LICENSES & SYSTEM SOFTWARE	193.00
521	12/05/2018	[2224] AQUA BEN CORPORATION	HYDROFLOC 851 275 GAL TOTE	2,975.40
522	12/05/2018	[3975] AT&T - 5709	FAX LINE EXPENSES FOR NOVEMBER 2018	41.24
523	12/05/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 11/23/18	60.00
525	12/05/2018	[5127] DELTA DENTAL	DENTAL INSURANCE FOR JANUARY 2019	1,593.64
526	12/05/2018	[2405] FORTUNA ACE HARDWARE	60 PK MAX PRO FLIP CLIPS; BOLTS STAPLE GUN W/STAPLES	32.91
527	12/05/2018	[5932] HIGH ROCK CONSERVATION CAMP	BRUSH REMOVAL RIO DELL/NORTHWESTERN AVE	200.00
528	12/05/2018	[2447] HILFIKER PIPE CO.	18 EA GRADE RINGS; 2 BOXES E-Z STIK 3/8" X 15'	262.01
529	12/05/2018	[2474] HUMMEL TIRE & WHEEL, INC	2013 FORD INTERCEPTOR FRONT & REAR BRAKE PADS AND FRONT BRAKE ROTORS INSTALL CUSTOMER TIRES ON REAR FOR 1995 FORD F-350 4X4 TRUCK FOUR NEW DURATRAC TIRES FOR 2008 FORD F-250 TRUCK	1,745.60
530	12/05/2018	[6136] JB FABRICATION	LABOR & MATERIALS TO FABRICATE AND POWDER COAT HOPPER & MOUNT	3,334.46
531	12/05/2018	[5569] BROOKE D E KERRIGAN	MILEAGE REIMBURSEMENT TO ATTEND CSMFO ANNUAL TRAINING	268.14
532	12/05/2018	[2988] LEGACY ELECTRIC	REPLACE SWITCH & CHECK EXTERIOR LIGHTS FOR POWER	91.00
533	12/05/2018	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR NOVEMBER 2018	1,000.00
534	12/05/2018	[4908] MITCHELL BRISSE DELANEY & VRIEZE	LEGAL SERVICES FOR NOVEMBER 2018, LEGAL SERVICES FOR NOVEMBER 2018, LEGAL SERVICES AFOR NOVEMBER 2018, LEGAL SERVICES FOR NOVEMBER 2018	1,227.50
535	12/05/2018	[6114] MOORE, JOSEPH	CUSTOMER DEPOSIT REFUND	160.95
536	12/05/2018	[2569] NORTH COAST LABORATORIES, INC.	COLIFORM QUANTI-TRAY	60.00
537	12/05/2018	[3343] PITNEY BOWES RESERVE ACCOUNT	POSTAGE PURCHASE FOR RESERVE	400.00
538	12/05/2018	[5973] PRECISION INTERMEDIA	MONTHLY WEB HOSTING FEE FOR DECEMBER	30.00
539	12/05/2018	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR NOVEMBER 2018	291.85
540	12/05/2018	[2659] RIO DELL PETTY CASH	POSTAGE; ENVELOPES FOR DROP BOX; FREEZ PAKS; SCRUB BRUSH	7.03
541	12/05/2018	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR NOVEMBER 2018	105.20
542	12/05/2018	[6293] SMITH, CORY	CUSTOMER DEPOSIT REFUND	145.40
543	12/05/2018	[2710] STAPAGE	PAGING SERVICE 12/1/18 - 12/31/18	12.95
544	12/05/2018	[2714] SWRCB ACCOUNTING OFFICE	ANNUAL PERMIT FEE FOR COLLECTION SYSTEM, ANNUAL PERMIT FEE FOR WASTEWATER TREATMENT FACILITY, ANNUAL PERMIT FEE FOR WATER DISCHARGE TO STORM DRAINS	8,714.00
545	12/05/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 11/23/18	5,148.07
546	12/05/2018	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR DECEMBER 2018	534.58
547	12/05/2018	[2772] WENDT CONSTRUCTION, INC	RIVERSIDE DR: INSTALL NEW SEWER LATERAL FROM CITY MAIN LINE; 10.58 TONS CRUSHED ROCK & 26.39 TONS BASE ROCK DELIVERED; PATCH PAVING	5,435.56
549	12/12/2018	[0576] 101 AUTO PARTS	NEW PIG MAT PADS; FLOOR DRY; STA BIL, WELDABLE STEEL; COBALT DRILL BIT, WIPING CLOTH; PTX ANTISEIZE, FITTING; MOTOR TUNE-UP; SHOP TOWELS IN A BOX, DIESEL EXHAUST FLUID, THREADED ROD, M4 X .70 CL 8; 5MM METRIC FLAT; MACHINE SCREW	218.10
550	12/12/2018	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR DECEMBER 2018	2,075.00
551	12/12/2018	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	THREE EACH FINGERPRINT APPS; FINGERPRINT - FBI	147.00

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
'552	12/12/2018	[2386] EUREKA RUBBER STAMP CO.	ONE 2X10 GOLD/BLACK NAME PLATE; ONE 3/4 GOLD/BLACK NAME PLATE; TWO 1X2 GOLD/BLACK NAME PLATE TWO 2X10 GOLD/BLACK NAME PLATES	68.15
'553	12/12/2018	[3370] FERGUSON ENTERPRISES, INC	PAINTER ST LID - 4X6 6" RISER ID RSR 21" DEEP; 36-0149 MDG-46 4X6 6 H2O F&C	11,704.22
'554	12/12/2018	[2405] FORTUNA ACE HARDWARE	GORILLA TAPE; 3 GAL DISTILLED VINEGAR 50' POWERCENTER; 3 EA 15' OUTDOOR CORDS; 6 EA VINYL GROUND ADAPTERS PLUMBING TUBING; LEVER FLUSH ZN DIE CAST; 10' EXTENSION CORD; SCH 40 PVC ADAPTER; 12" BLK HEAVY DUTY 100 PK; 14" CABLE BLK 50 BAG; TAPCUBE HD GRND BGE BULK	193.28
'555	12/12/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR GLENN WHITE DEVELOPMENT OF PROPERTY CONSTRUCTION SERVICES	261.50
'556	12/12/2018	[6486] GREEN TO GOLD ENTERPRISES LLC	PVC MXF THREADED BUSHING; PVC THREADED COUPLER, 3 GAL HUDSON BUGWISER SPRAYER, TWO ECOPLUS 1584 FIXED FLOW SUBMERSIBLE/INLINE PUMPS	405.76
'557	12/12/2018	[2474] HUMMEL TIRE & WHEEL, INC	FOUR NEW TIRES FOR JD 310SJ BACKHOE	2,942.90
'558	12/12/2018	[3180] JENSEN, RANDY	MEALS PER DIEM & MILEAGE REIMBURSEMENT TO ATTEND EEL RUSSIAN RIVER CONFERENCE	228.19
'559	12/12/2018	[6364] MUNIQUIP, LLC	GRUNDFOS SMART DIGITAL DOSING PUMP	2,130.78
'560	12/12/2018	[2570] NILSEN COMPANY	ONE BAG PYGMY GOAT W/RUMENSIN	15.74
'561	12/12/2018	[2569] NORTH COAST LABORATORIES, INC.	HALOACETIC ACIDS; NITRATE AND/OR NITRITE; SUBCONTRACTED ANALYSIS; TOTAL DISSOLVED SOLIDS	280.00
'562	12/12/2018	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR DECEMBER 15, 2018 THROUGH JANUARY 2019	1,140.00
'563	12/12/2018	[2603] PG&E	UTILITY EXPENSES FOR NOVEMBER 2018	14,248.72
'564	12/12/2018	[2619] PITNEY BOWES, INC.	QUARTERLY LEASING PAYMENT 9/30/18-12/29/18	98.11
'565	12/12/2018	[6506] SICPA PRODUCTS SECURITY, LLC	ITSS FEES - CASH COLLECTED FOR CANNABIS (OCTOBER 2018)	670.00
'566	12/12/2018	[2319] SUDDENLINK	MONTHLY BROADBAND, INTERNET & PHONE SERVICE 12/10/18 - 1/9/19	831.48
'567	12/12/2018	[5606] SWRCB/Safe Drinking Water State Revolving Fund	PRINCIPAL PAYMENT FOR DISBURSEMENTS THROUGH DECEMBER 5, 2018	68,000.00
'568	12/12/2018	[2787] WYCKOFF'S	COUPLINGS; ADAPTERS; BUSHING REDUCER; PVC BALL VALVES; PVC CHECK VALVES; 1/2" PVC SCH 80 PIPE, 1/2" PVC SCH 80 TEE; 1/2" SCH 80 TEE SXSXT; SCH 80 NIPPLE, TWO OUTDDOOR 24 HOUR TIMERS	183.64
'569	12/18/2018	[3108] ACCUFUND, INC.	PROFESSIONAL SERVICES TO CLEAN UP OLD DATA; BACKUPS; UPGRADE TO 6132; CREATE NEW DATABASE THRU SYBASE; REGISTER NEW LICENSE	600.00
'570	12/18/2018	[538.1] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR NOVEMBER 2018	408.21
'571	12/18/2018	[2225] AQUA SIERRA CONTROLS, INC	TROUBLESHOOT VARIOUS SCADA, WIRING, REPAIRS & MODIFICATIONS	1,397.29

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
572	12/18/2018	[2237] BANK OF AMERICA BUSINESS CARD	DWYER INSTRUMENTS - WWTP CHLORINE GENERATOR REPAIRS, GoToMyPC - YEARLY REMOTE-ACCESS FEE, ADOBE PRO DC MONTHLY SUBSCRIPTION, AMAZON - ARROW FASTENER STAPLES, LCC - 2019 NORTHERN CA NEW MAYORS & COUNCIL MEMBERS ACADEMY, LCC - 2019 NORTHERN CA NEW MAYORS & COUNCIL MEMBERS ACADEMY, NELCO - W-2's & ENVELOPES, PALCO PHARMACY - PEST SPRAY, US CELLULAR - KYOCERA DURA XA SAFETY PHONE, US CELLULAR - PRE-PAYMENT FOR SAFETY PHONE, CSMFO - MEMBERSHIP DUES, SUSPENSION CONNECTION- HEAVY DUTY TRAILER HITCH FOR 2001-2010 CHEVY SILVERADO 2500HD, LODGING TO ATTEND POST MANAGEMENT CLASS MODULE C TRAINING, PARKING FEES TO ATTEND CSMFO CONFERENCE, AMAZON - OUTDOOR BUILDING LIGHT BULBS FOR CITY HALL LODGING TO ATTEND POST BACKGROUND INVESTIGATOR TRAINING COURSE SHELL - FUEL	4,004.07
573	12/18/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 12/7/2018	60.00
574	12/18/2018	[6396] JEFF N CONNER	MEALS PER DIEM TO ATTEND POST MANAGEMENT CLASS MODULE C MEALS PER DIEM TO ATTEND POST BACKGROUND INVESTIGATOR COURSE	356.00
575	12/18/2018	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR JANUARY 2019	292.50
576	12/18/2018	[2370] EMBLEM ENTERPRISES, INC.	200 PATCHES	413.97
577	12/18/2018	[2393] FASTENAL COMPANY	MILWAUKEE CIRCULAR BLADES; TWO ALUMINUM FLASHLIGHTS	233.60
578	12/18/2018	[2405] FORTUNA ACE HARDWARE	123 PRIMER SEALER; 4" PAINT BRUSH; TWO PAINT ROLLER COVERS	38.96
579	12/18/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR GLENN WHITE DEVELOPMENT OF PROPERTY CONSTRUCTION SERVICES, ENGINEERING SERVICES FOR DRINKING WATER INFRASTRUCTURE IMPROVEMENT FUNDING, PLANNING & DESIGN PROJECT	20,665.75
580	12/18/2018	[6486] GREEN TO GOLD ENTERPRISES LLC	GORILLA TAPE 3"x30 YDS, SET SCREWS, PVC 1" THREADED PLUG	27.44
581	12/18/2018	[2485] INDUSTRIAL ELECTRIC	TWO GROOVE B-SECTION V BELT PULLEY; QD BUSHING	109.25
582	12/18/2018	[5942] KEENAN & ASSOCIATES	HEALTH INSURANCE FOR JANUARY 2019	17,889.31
583	12/18/2018	[6509] VICTOR H LUNA SAAVEDRA	CLOTHING ALLOWANCE REIMBURSEMENT FOR WORK BOOTS	146.46
584	12/18/2018	[2896] MIKE RETZLOFF APPRAISAL SERVICE	PROFESSIONAL SERVICES RE: UAD COMPLAINT	600.00
585	12/18/2018	[6100] NORTHERN CALIFORNIA GLOVE	13 EA NITRILE ORANGE GLOVES; 1 BOX NITRILE PF EXAM GLOVES	227.61
586	12/18/2018	[6572] OSBORNE, GAGE	CUSTOMER DEPOSIT REFUND	249.29
587	12/18/2018	[5545] RIVERWALK VETERINARY HOSPITAL	FELINE EUTHANASIA	62.60
588	12/18/2018	[4215] ROCHA'S AUTOMOTIVE	REMOVE/REPLACE BATTERY; CLEAN TERMINALS; INSTALL BATTERY PADS & SEALER ON 1995 FORD F-350 TRUCK	496.90
589	12/18/2018	[2664] ROGERS MACHINERY INC	PROGRAM AQUAVAR INTELLIGENT PUMP CONTROLLER	385.00
590	12/18/2018	[2694] SHELL OIL CO.	PD FUEL EXPENSES FOR NOVEMBER 2018, PW FUEL EXPENSES FOR NOVEMBER 2018, PD FUEL EXPENSES FOR DECEMBER 2018, PW FUEL EXPENSES FOR DECEMBER 2018	2,959.97
591	12/18/2018	[6506] SICPA PRODUCTS SECURITY, LLC	ITSS FEES - CASH COLLECTED FOR CANNABIS (NOVEMBER 2018)	810.00
592	12/18/2018	[6637] ARBOLITO, LLC dba SUPERIOR INSTALLS	REPLACE DRIVER SPOT LIGHT; REPAIR PASSENGER SPOT LIGHT SWITCH; SECURE FRONT LIGHT BAR PLUG FOR FORD INTERCEPTOR	197.13
593	12/18/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 12/7/18	5,148.07
594	12/18/2018	[6631] VISUAL CONCEPTS	DROP BOX PAYMENT DECAL	37.98
595	12/20/2018	[5750] AERO-MOD	DIGESTER & CONTROLS UPGRADE	47,075.00

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
597	12/20/2018	[2301] MARK A. CLEMENTI, PH.D.	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION FOR POLICE OFFICERS	1,370.00
598	12/20/2018	[6641] HAMANAKA PAINTING CO, INC.	FILTER COATING ON WATER TANKS AT 475 HILLTOP DR	15,392.26
599	12/20/2018	[4451] HARBOR FREIGHT TOOLS	TWO 3 PC HEX DRIVER SET; 12 PC ELASTIC CORDS; 75" POLY ROPE; ASSORTED TIES; 10 PK INDUSTRIAL ELECTRICAL TAPE	100.54
600	12/20/2018	[4338] QUILL CORPORATION	POST-IT FLAGS; SAMSUNG BLACK TONER CARTRIDGE	112.54
601	12/20/2018	[2719] STATE WATER RESOURCES CONTROL BD	EXAMINATION APPLICATION FOR WASTEWATER TREATMENT PLANT OPERATOR GRADE II EXAMINATION APPLICATION FOR WASTEWATER TREATMENT PLANT OPERATOR GRADE I	275.00
602	12/20/2018	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR JANUARY 2019	352.30
603	12/27/2018	[2719] STATE WATER RESOURCES CONTROL BD	APPLICATION FOR WATER DISTRIBUTION OPERATOR GRADE D2 EXAM APPLICATION FOR WATER DISTRIBUTION OPERATOR GRADE D2 EXAM	130.00
604	12/28/2018	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF DECEMBER 2018	359.52
Total Checks/Deposits				263,472.58

Ref#	Date	Vendor	Description	Amount
31495	12/03/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR NOVEMBER 2018	-451.50
93432	12/03/2018	ELECTRONIC FUNDS TRANSFER	EFT EFTPS PAYROLL TAXES FOR PPE 11/23/2018.	-12,020.14
52-672	12/03/2018	ELECTRONIC FUNDS TRANSFER	EFT TO EDD PAYROLL TAXES FOR PPE 11/23/18	-2,168.66
162397	12/12/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 12/07/2018	-10,670.56
60-384	12/12/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 12/07/2018	-1,851.12
424185	12/17/2018	WITHDRAWAL	BANK ANALYSIS FEE FOR DECEMBER 2018	-95.86
11278	12/28/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR DECEMBER 2018	-508.92
04-416	12/31/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 12/21/2018	-1,885.20
8069	12/31/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 12/21/2018	-10,425.96
4945	12/31/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR YEAREND ICMA ACH PAYMENT FOR DECEMBER 2018.	-5,148.07
Total EFT's/Bank Withdrawals				-45,225.99

Ref#	Date	Vendor	Description	Amount
RX TO PR	12/11/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 12/07/2018	-28,964.94
RX TO PR	12/21/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 12/21/2018	-30,103.78
Total Transfer Between Accounts				-59,068.72



Staff Update – 2019-01-15

City Council

City Manager

Monument Road slide update: The County is currently conducting a topographical survey and scheduling a geotechnical assessment of the slip out. A Repair project could be conducted as early as 2020.

Habitat parcel sidewalk update: The City has obtained an abatement warrant from the superior court, Staff is working on notification and contract execution. The contractor states the project can be completed by June of 2019.

CM is currently working on the Local Hazard Mitigation Plan Update.

In the early morning hours of January 23rd a Point in Time (PIT) Count of the homeless population in Rio Dell will be conducted. City staff will be involved in this count. If you're interested in volunteering, please contact the City Manager or contact the Rio Dell Community Resource Center.

City Clerk

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

The Wastewater Superintendent reports: "The wastewater system is operating well. Still learning the system and getting familiar with the staff. The OIT's Ed and Zach are awesome. They've been extremely helpful and seem to know their way around the plant with minimal instruction. Orin came by yesterday and explain some of the regulatory programs we are a part of such as CERS, Air Quality and gave us an outlined calendar of our NPDES permit. Looking forward to Rick from Aeromod coming the 22 and 23 for training on the plant. I have been working Ed and Randy on the PET tool for our Quarterly reporting requirements. I already mentioned the violation with you in your office. I had the chance to talk with Jeff the lab Director at Fortuna about this weeks 3x5 samples and everything looks good so far. Although its



still to early to call. Everything is going well so far I really enjoy the position and look forward to learning more. Thanks again for the opportunity.”

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of December 12, 2018 to January 8, 2019. This period of time saw a lower number of calls for service, reports and arrests. This may have several causes including cold and wet weather, good tidings during the holidays and Officer Carnahan being on light duty

Officer	Calls for Service	Reports	Arrests
Conner	65	7	0
Beauchaine	51	7	6
Carnahan	Light Duty	Light Duty	Light Duty
Totals	120 (4 unassigned)	14	6

During the 2018 calendar year, the Department had the following statistics.

Officer	Calls for Service	Reports	Arrests
Beauchaine	556	110	61
Brady	182	62	37
Carnahan	245	103	64
Conner	574	155	17
Valk	5	30	8
Totals	1853 (306 unassigned)	553 (93 unassigned)	187
Averages	5.1 per day	10.6 per week	3.6 per week

During the period of December 12, 2018 to January 8, 2019, the Department opened two new cases dealing with abandoned or junk vehicles. During the same time period, the Department closed two cases. One of the cases was determined to be unfounded while the other car was moved by the owner. As of January 8, 2018, there were four open junk vehicle cases.

During the 2018 calendar year, the Department opened 76 new cases dealing with abandoned or junk vehicles. During the same time period, the Department closed 71 cases. Of the closed cases 43 were towed by the department while 23 were moved by the owner.

During the period of December 12, 2018 to January 8, 2019, there were nineteen calls for service related to animal control issues. Six dogs and a goat were transported to Miranda’s Rescue during this time period.



Officer Carnahan is currently on light duty due to an on-the-job injury and is expected to be off of work until March.

The Department hired two new officers, Crystal Landry and Logan Mitchell. They both just graduated from the College of the Redwoods Police Academy last month. Both new officers started on January 5, 2019. They are currently undergoing field training and are expected to start working by themselves in March. The Department is also conducting background investigations on two candidates for reserve police officer.

On December 26, 2018, a woman reported that she had been raped by her significant other. Sergeant Beauchaine investigated the allegation and arrested the perpetrator later the same day. He is currently in custody and the case is still under investigation.

On January 5, 2019, the Department learned that a man had allegedly broken into his neighbor's house, armed with a handgun and baseball bat. It is believed that he thought his girlfriend was romantically involved with a man who was staying there. A struggle ensued between the occupant of that house and the man armed with the gun. The victim was able to disarm his attacker who then fled. These events most likely took place on January 2, 2019 and were reported by an uninvolved party three days later. When the victim was contacted, he confirmed that the event had transpired, but adamantly refused to cooperate with the investigation. No arrests have been made as of yet, and given the victim's refusal to testify, the District Attorney's Office is not likely to file charges if an arrest is made. The Department has seized the firearm that was used and will likely turn process it for fingerprints to confirm it was the weapon used in the assault.

Community Development Department

Prepare Regional Climate Action Plan Staff Report. Attend Council meeting and present.

Letter to HCD regarding Hosing Element update. Telephone call and emails with Robin Huntley HCD Housing Policy Analyst.

Electrical Inspection 510 Pacific

Foundation Inspection 585 Rigby Avenue

Review CALBO's New Building Laws for 2019

Prepare Handout regarding ADA requirements pursuant to AB3002

Review Plans for Humboldt Brand storage building.

Meeting with Glenn White on progress, waterline.

Complete LOCC Cannabis Survey with City Manager.

Review DANCO application submittal, open file, prepare and send out referrals, identify public notice list.



Meeting with Keith Watson regarding conditions of approval, possible modification of timing of improvements.

Conference call with Knox Medial regarding improvements, permit process, fees and taxes.

Meeting with James Cortazar regarding possible cultivation on the Dinsmore Plateau.

Prepare and send out second letters regarding CDBG required insurance.

Prepare staff report for possible cannabis text amendments, including (1) the City's cannabis tax rates; (2) dispensaries or retail sales of cannabis in the City proper; (3) testing laboratories in the City proper; (4) cultivation on the Dinsmore Plateau; and (5) the annual "A" and "M" \$4,000 fee.

Meeting with Allan Baird to go over "As Built" plans for HRDBP water line.

Intergovernmental

Humboldt-Rio Dell Business Park

Council Priority Areas

Street Work

Work on and meetings about regional slurry seal project.

River Access

Habitat Parcel

Project anticipated to be completed by June 1, 2019.

Code Enforcement

The Chief has been working on resolving a code issue on Rio Dell Avenue.

Access Humboldt

Access Humboldt is looking at equipment to loan the City on a trial basis for video recording. Most of the bugs with the audio recording should be worked out at this point.



*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*

January 15, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager 

SUBJECT: Presentation and Discussion on City Engineering Projects

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation.

BACKGROUND AND DISCUSSION

The City's engineering firm, GHD, will provide an update on projects for the City.

Attached is the draft Powerpoint for the presentation.

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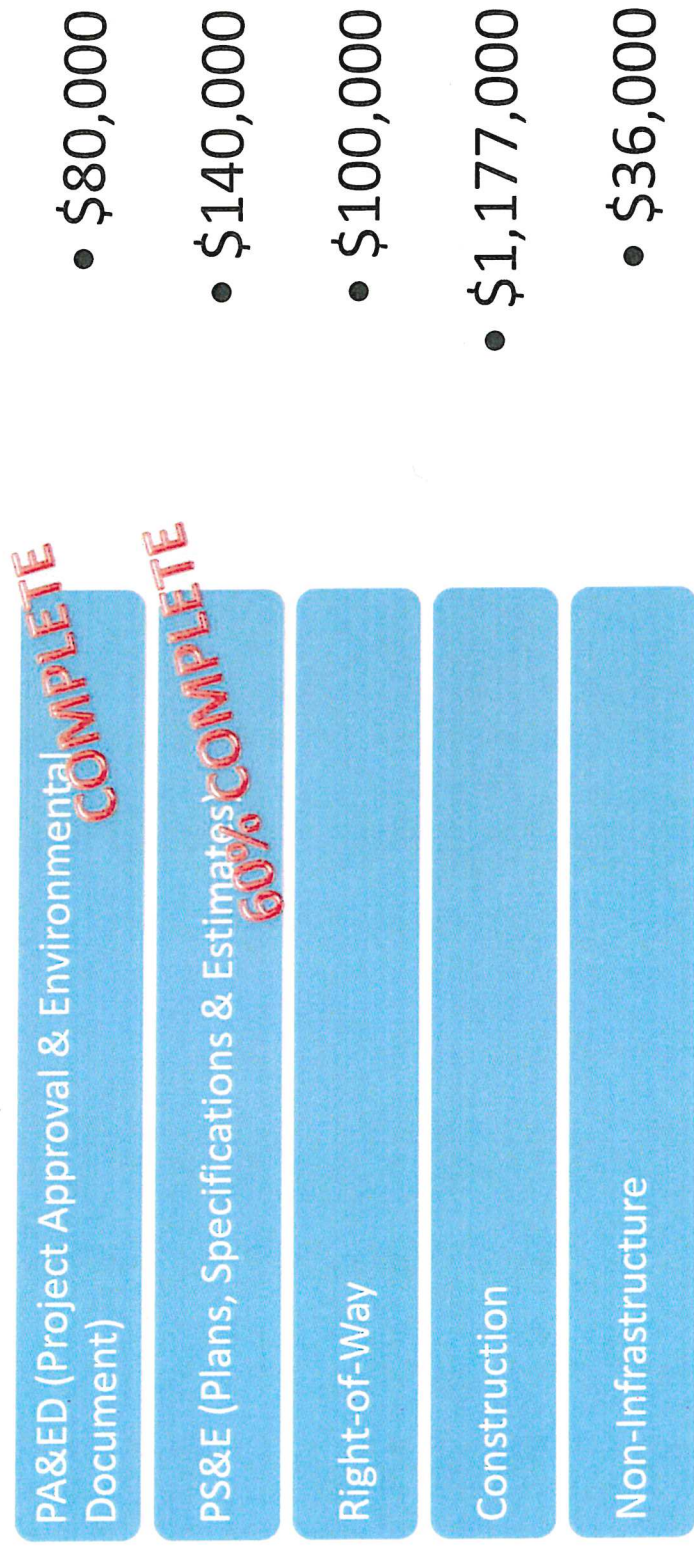
City Engineer Update

- **Transportation**
 - Rio Dell Safety Improvement and Community Outreach Project
 - 2019 Paving Project
 - Follow up on Recent Grant Applications
- **Storm Water Projects**
- **Wastewater System**
 - Sanitary Sewer Evaluation Study Scope
- **Water System**
 - Metropolitan Wells Project
 - Drinking Water SRF Planning Project



Safety and Community Outreach Project Overview of Proposed Improvements Background

In October 2015, the City was awarded *\$1.533 M of ATP Cycle 2 funds for the project (1 of 6 Humboldt County projects totaling \$6.7 M)



* No city match funds



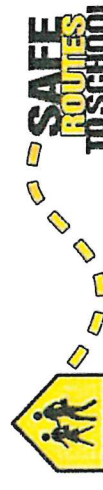
Recent Activity/ Next Steps

- **PA&ED Phase Complete**
- **PS&E Phase**
 - Scope Amendment almost complete for submittal to Caltrans
 - Caltrans comments on 60% design addressed
 - Storm Water Data Report Reviewed by Caltrans and comments addressed
 - Design exception Request complete, to be submitted once scope changes are approved.
- **Non-Infrastructure Phase (Education)**
 - Coordinated to start 6 months prior to construction
- **Begin Construction - 2020**
 - April 2019 Funding Allocation Deadline – have 2 years to complete construction



2019 Paving Projects

- GHD working with City to identify small street repair project options for 2019
- Project option include possible street repairs, overlay, slurry seals
- Consideration of benefits of bidding with ATP project are being considered.





City of Rio Dell SRTS Safety and Community Outreach Project


Transportation/ Trails Grant Applications


- July 2018 ATP Application submitted to Caltrans - Not funded in 2018 ATP cycle











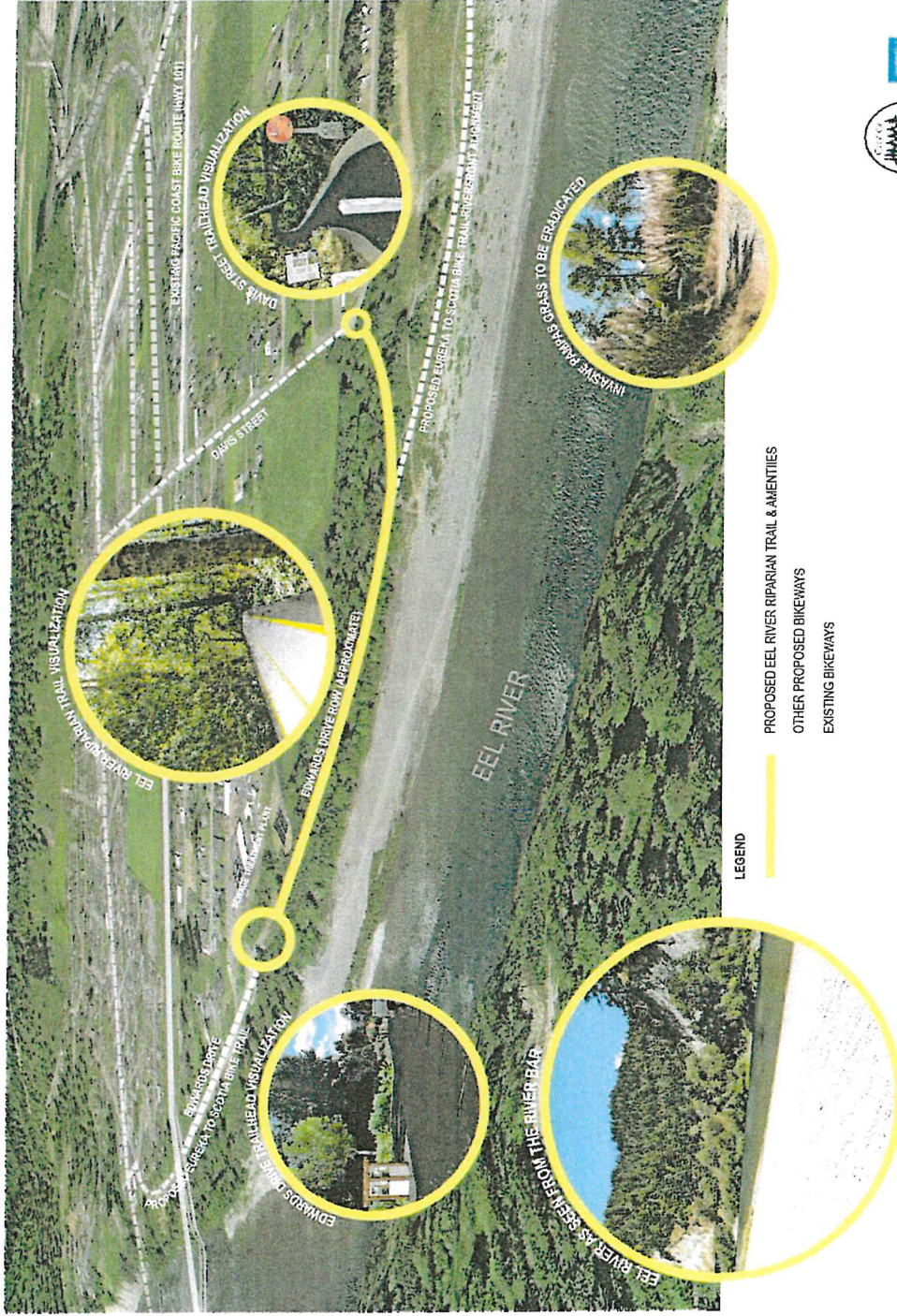
Project: XX-12345
 Revision: 1
 Date: July 2018

CLIENT NAME
Active Transportation Plan

Site Map

Transportation/ Trails Grant Applications

- September 2018 Prop 68 River Parkways Application submitted to State Natural Resources Agency – Not funded



EEL RIVER RIPARIAN RECREATION TRAIL



Storm Water Projects

- No active projects
- Consideration being given to submittal of a grant application under the FEMA Hazard Mitigation Grant Program could provide up to 75% funding for project implementation
 - Flood reduction project
 - Generator project for City Hall/ Fire Hall in next round of NOIs
 - Radio Tower/ improved communications (possibly a joint grant)



Wastewater System Projects

- **Water Plant Filter Backwash Drain Realignment - Complete**
- **Sanitary Sewer Evaluation Study SWRCB Grant Application**
 - The following items were added to the grant scope currently being processed by SWRCB:
 - Painter Street Sewer Line upsizing completed evaluation
 - Right of Way analysis for Painter line realignment
 - Evaluation of Disinfection By-Products
 - GHD continues to coordinate with the SWRCB in responding to question to keep the application moving along.



Metropolitan Wells Project

- Project is complete
- Emergency Generators have been purchased
- Final Close out of USDA, DWR, and SWRCB grants Underway



Drinking Water SRF Planning Project

- Draft Preliminary Engineering Report Complete. City staff reviewing the following:
 - Proposed pipeline replacements
 - SCADA Improvements for the Dinsmore Tank and other general upgrades
 - Storage Improvements
- City's Water System GIS updated to incorporate historical projects from the 1990's and clean up data, to be used in the design phase of the project.
- City's Median Household Income was updated based on the 2017 American Community Survey to \$34,292.00. Qualifying the City as a severely disadvantaged community, potentially opening up additional grant funding for future improvement projects





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January 15, 2019

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager *3*
SUBJECT: Discussion and Possible Action on 2019 Streets Projects

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize staff to proceed with listed projects or provide alternate direction, further directing staff to sign a letter of commitment with the City of Fortuna to fund the listed projects and return to the Council with appropriate budget adjustments as needed. Or;

Direct staff to reduce the project scope to the available budgeted level of \$107,000.

BACKGROUND AND DISCUSSION

The City of Fortuna is coordinating the regional slurry seal for this year. They require the City to submit its final project list (for slurry sealing) no later than January 25th in order to conduct the regional bid for this project. The City last participated in this regional project in 2017. The proposed project list and maps are attached.

For FY 18/19 the Council appropriated \$107,000 for sealing projects similar to the ones conducted in 2017. These projects typically involve some degree of road preparation to correct existing deficiencies prior to sealing to create a better end product. These projects are most likely to be conducted and billed in the next fiscal year. Assuming the Council maintains the same level of General Fund financial commitment in next year's budget, \$214,000 could be spent on these projects (FY18/19 \$107,000 plus FY 19/20 \$107,000) during the 2019 construction season. The Council can add additional resources as well.

Most of the projects are located on arterial streets and bus routes, however staff is recommending that the City expand this year's maintenance program to include projects on Ireland, Riverside and Cedar streets. Particularly in the case of Ireland Street, staff is making this recommendation in order to mitigate or slow the rapid deterioration of the street. The alternative would be the full reconstruction of the street at a cost likely to exceed \$300,000. Staff is also proposing an overlay on an approximate 315' section of Ireland. Cedar Street has been added to correct a prior failed sealing and a small portion of Riverside and Painter has been added to help clean up the Painter/Riverside/Center intersection. Additionally, it is recommended that the City pursue corrections to the drainage issue on Bellevue Avenue adjacent to Wildwood Avenue as that project will no longer be covered by the ATP grant.

The current proposal lists an estimated project cost of \$189,043. This estimate is based upon prior bid results from the 2017 streets project which was done at a time when the City received very low bids for the projects. It can be anticipated that this estimate represents a baseline and actual bid results will be higher.

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2019 Road Projects Summary Sheet

* Cost estimates are based on 2017 bids received by City.

	Comments	Approximate Cost
Blue Slide		
Accelerated Cure Slurry Seal & Striping	Possibly in conjunction with County sealing on Blue Slide.	\$24,004
Surface Preparation and Crack Sealing	In-house or contracted crack sealing	\$10,000
Cedar Street		
Accelerated Cure Slurry Seal & Striping	Correction for prior failed sealing	\$3,395
Center Street		
Accelerated Cure Slurry Seal & Striping	Partial double application in front of senior housing.	\$6,122
Surface Preparation	some AC infill	\$2,000
Ireland Street		
Accelerated Cure Slurry Seal & Striping	Single seal from Painter through Center Street Intersection. Double seal from Davis to overlay. Due to the current condition of the road, slurry seal only buys time. Overlay or reconstruction likely necessary with a cost of at least \$145,000 for this section (likely much higher).	\$13,720
Asphalt Overlay 315'	1" overlay approximately 315' with geotextile fabric.	\$63,585
Painter Street West		
Accelerated Cure Slurry Seal & Striping		\$7,699
Painter Street East		
Accelerated Cure Slurry Seal & Striping		\$4,940

Rigby Street		
Accelerated Cure Slurry Seal & Striping		\$4,399
Surface Preparation	Correction of manholes, utility boxes and asphalt deformation.	\$15,000
Riverside Street		
Accelerated Cure Slurry Seal & Striping		\$1,993
Belleview Avenue		
Curb and Drainage Repair	Project not eligible for funding under ATP.	\$10,000
Miscellaneous	Mobilization & Traffic Contr	\$5,000
subtotal		\$171,857
contingency		\$17,186
TOTAL ESTIMATE		\$189,043

Add-On Options		
Eeoloa & Fern:	Provide funding for the City Engineer to prepare project and bid documents for Eeoloa and Fern repavement to coincide with ATP project. Using the same assumptions, cost of project could be \$175,300 for the work.	Costs unknown
2nd Avenue	Provide funding for the City Engineer to prepare project and bid documents for 2nd Avenue repavement. Using the same assumptions, cost of project could be \$178,293 for the work.	Costs unknown

Blue Slide

Legend

1



Legend

1



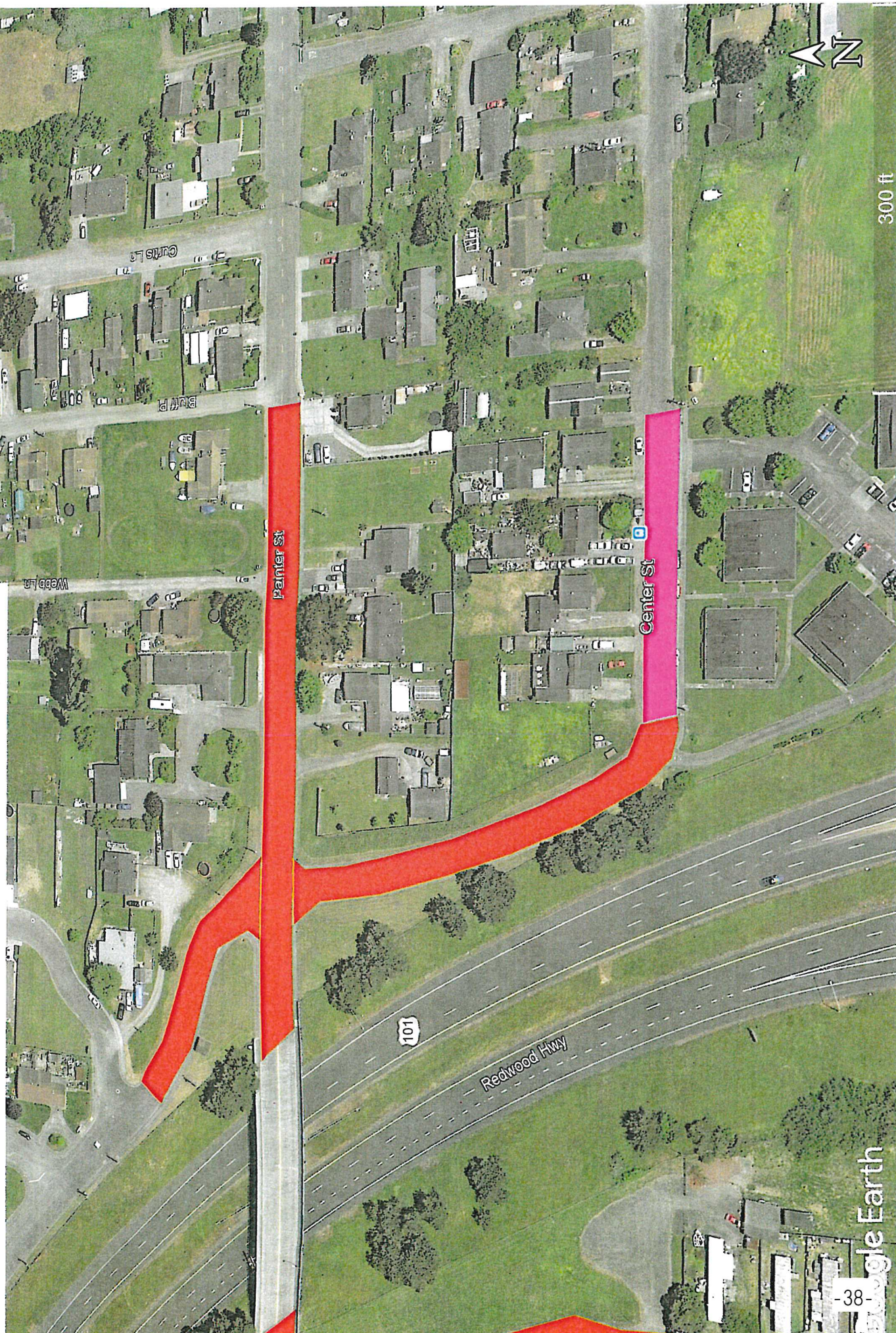
Cedar Street

Painter Street East, Riverside and Center Streets

Red: Single Seal

Pink: Double Seal

Legend
1 

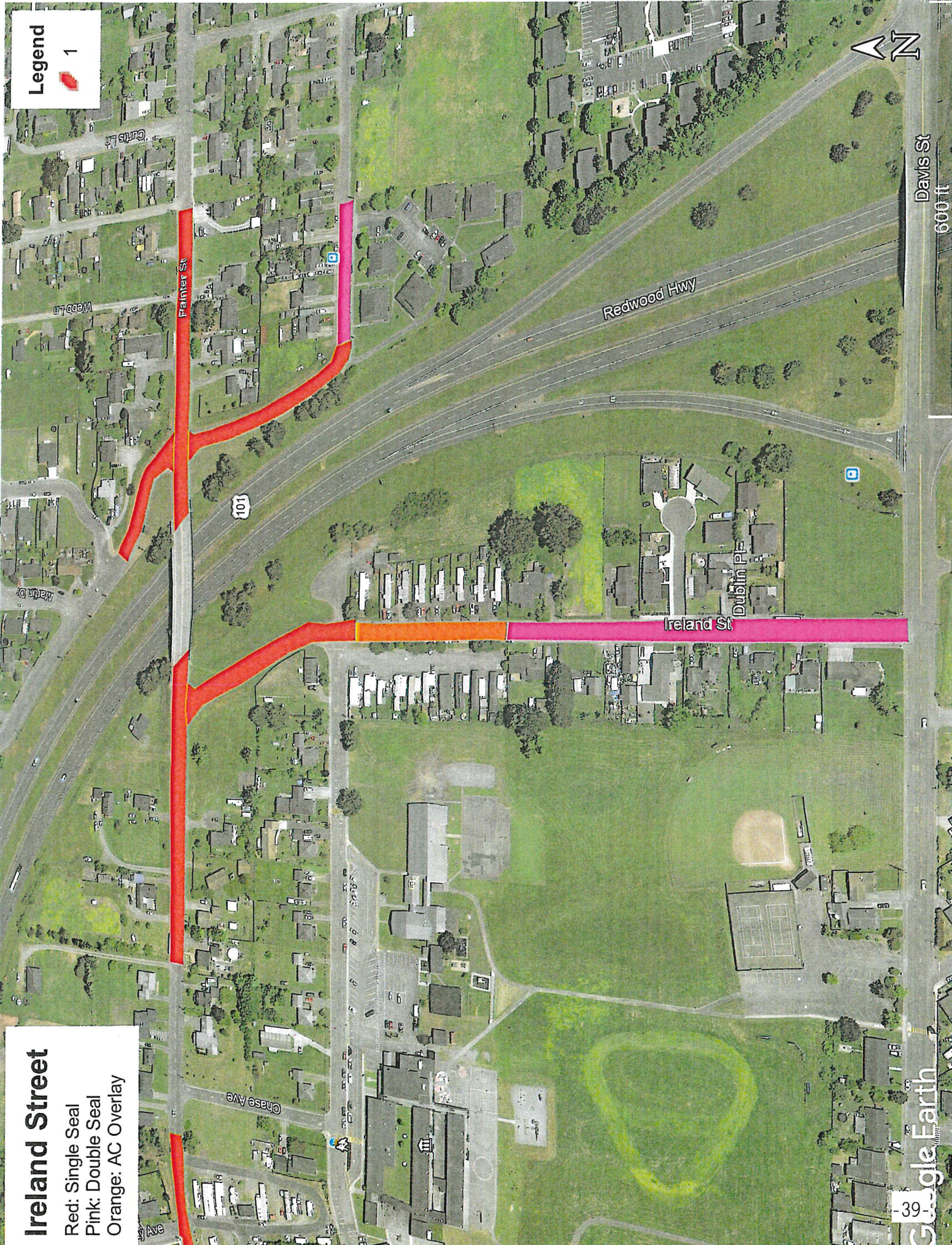


Ireland Street

- Red: Single Seal
- Pink: Double Seal
- Orange: AC Overlay

Legend

1



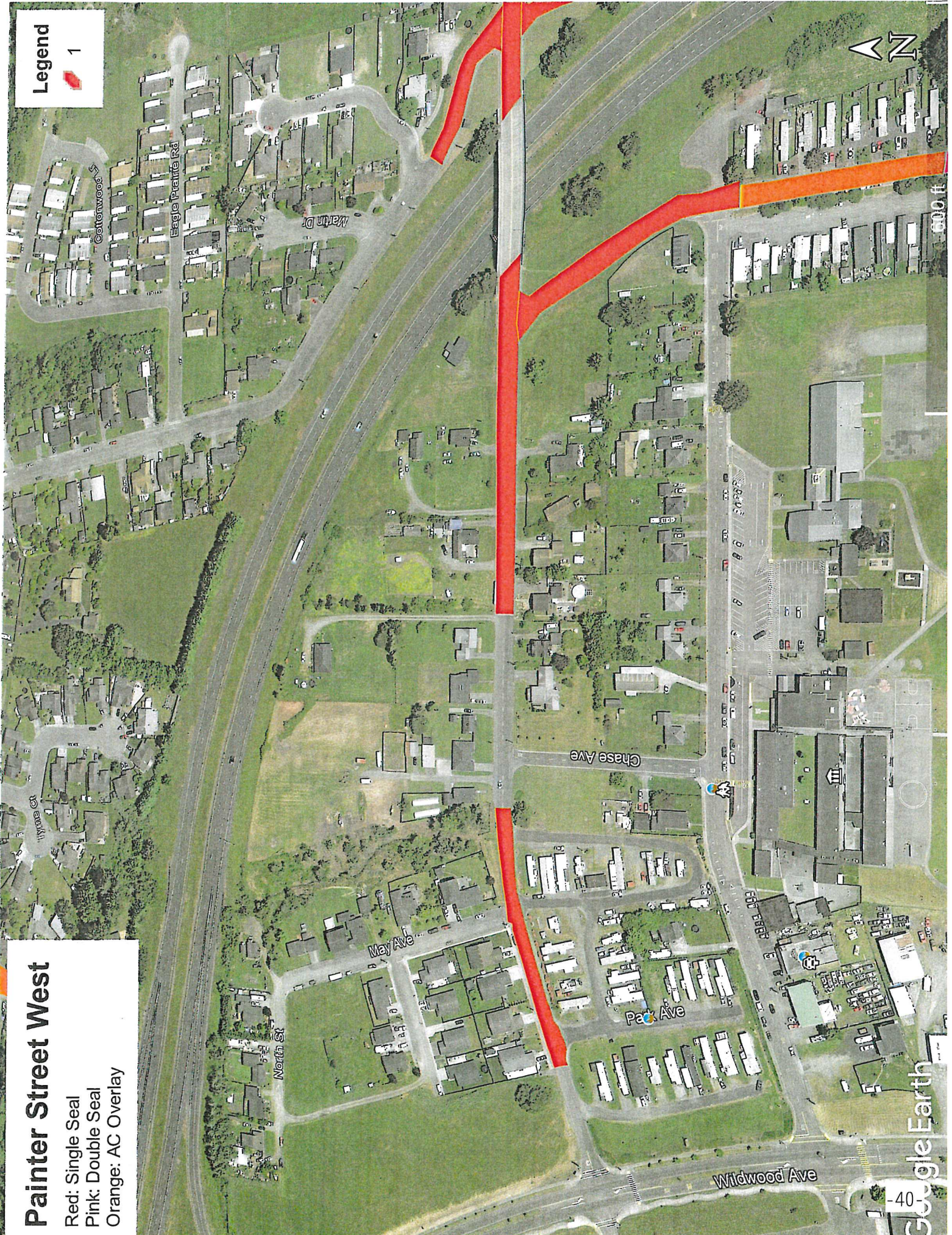
Painter Street West

- Red: Single Seal
- Pink: Double Seal
- Orange: AC Overlay

Legend



1



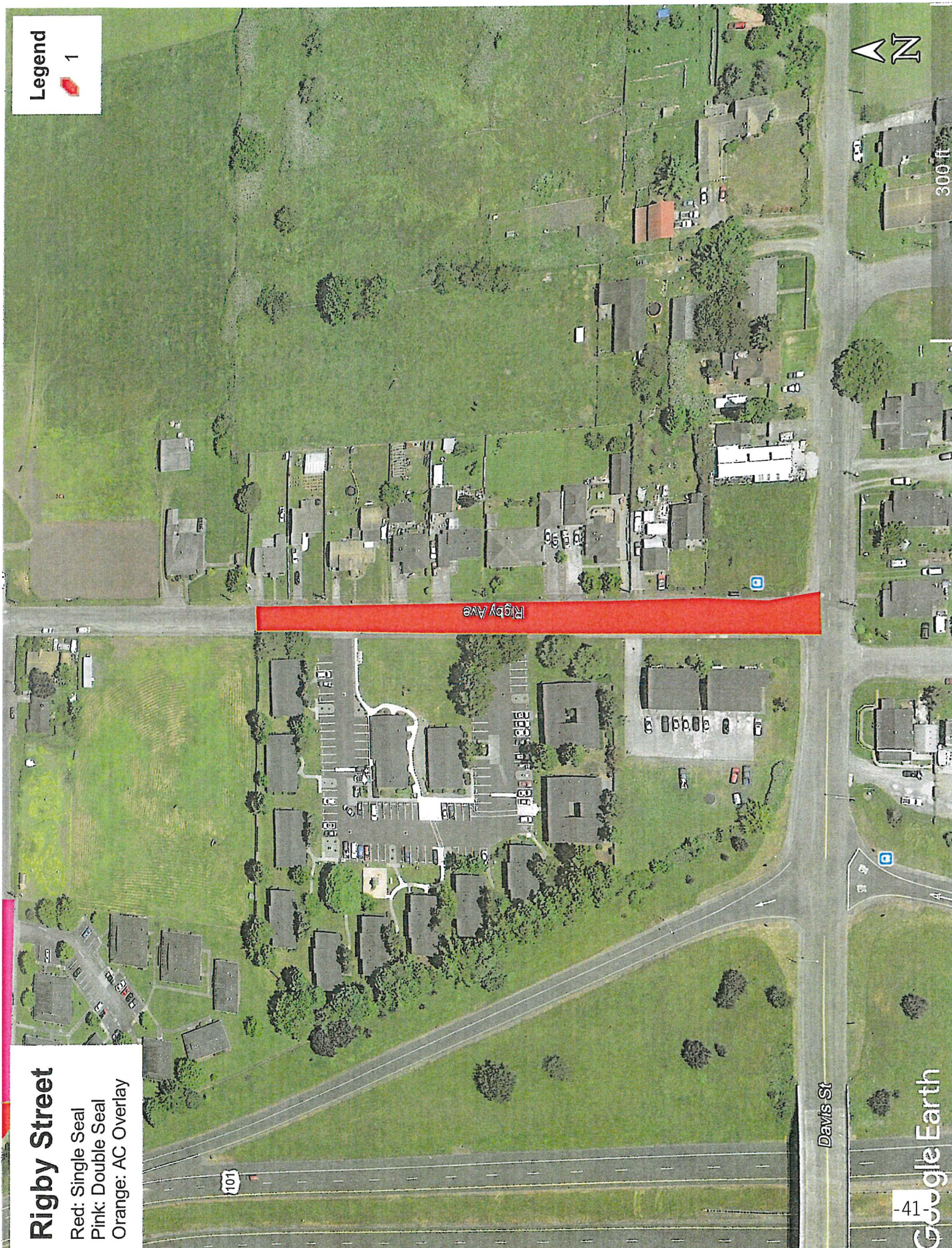
Rigby Street

- Red: Single Seal
- Pink: Double Seal
- Orange: AC Overlay

Legend



1



Davis St

Rigby Ave

Belleview Drainage

Repair curb and drainage

Legend

1



100 ft





*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*

January 15, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager *3*

SUBJECT: Update on Rio Dell Library and Related Americans with Disabilities Act

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive report and provide direction to staff, if any.

BACKGROUND AND DISCUSSION

The City Manager will provide an update on the Rio Dell Library.

///

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



For Meeting of: January 15, 2019

Consent Item; Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager 

Date: January 8, 2019

Subject: Possible Cannabis Regulations Text Amendments

Recommendation:

That the City Council:

1. Introduce the item for discussion/action;
2. Receive staff's report;
3. Open the public hearing, receive public input and deliberate; and
4. Provide direction to staff.

Background and Discussion

At the Council's meeting of January 3rd, Councilmember Woodall requested that staff agendize a discussion regarding the City's cannabis regulations. Specifically, Councilmember Woodall wanted to discuss (1) the City's cannabis tax rates; (2) dispensaries or retail sales of cannabis in the City proper; (3) testing laboratories in the City proper; (4) cultivation on

the Dinsmore Plateau; and (5) the annual “A” and “M” \$4,000 fee. Councilmember’s Woodall’s request was approved by a majority of the Council with Mayor Wilson and Councilmember Strahan dissenting.

City’s Cannabis Tax Rates

Chapter 5.40 (Ordinance 354-2017), included as Attachment 1, of the Rio Dell Municipal Code (RDMC) identifies the City’s taxing provisions regarding cannabis activities. The City’s current tax for cultivation is \$2.00 per square foot of canopy. However, the tax regulations sets a maximum tax rate of up to \$5.00 per square foot or at a rate of up to 10% of gross receipts. The current tax for nurseries and all other cannabis activities (e.g. manufacturing, processing, packaging, distribution) is 2% of gross receipts or with a maximum of up to 10% of gross receipts.

The City’s tax provisions allow the Council by ordinance to lower the tax rates. The City Council may, in its discretion, at any time by ordinance, also increase the tax rate(s) once per calendar year, provided that any such increase does not exceed one-fifth (1/5) of the maximum tax rate(s).

Staff has met with a number of interested parties regarding establishing cannabis businesses at the Humboldt Rio Dell Business Park (HRDBP). Everyone one of the potential investors was clearly concerned regarding the City’s maximum tax rate of up to \$5.00 per square foot for cultivation and up to 10% of gross receipts for all other activities. Staff truly believes that the potential tax rates have affected investor’s interest in developing a project in the City.

Although the HRDBP is in a strategic location for the local cannabis industry, there are a number of development constraints and associated costs with the site. As the Council is aware Glenn White (PMD Inc.) has extended the water main to the north end of the HRDBP at an estimated cost of around \$700,000 to \$750,000. The cost is to be shared among the ten properties that are expected to tie into the system. In addition, the parcels are within the mapped 100 year flood zone, which requires that the buildings finished floors be elevated one foot above the base flood elevation. There are also other development costs including curb, gutter sidewalks, drainage improvements, on-site wastewater treatment systems, upgrades to PG&E’s electrical facilities and possible road improvements. These costs put us at a competitive disadvantage compared to the City’s of Eureka and Arcata, where for the most part, their properties are “turn-key” ready.

Retail Sales

The City currently prohibits the retail sales of cannabis products with the qualified exception of medical cannabis products. The City's cannabis regulations allow one Health and Wellness Center. Glenn White's group has been granted the one permit for a Health and Wellness Center. Health and Wellness Centers as defined allow the sale of medical cannabis products including oils, tinctures, sublingual's, creams, lotions, pills, suppositories, cosmetics, etc., but exclude the sales of flowers, trim, leaf or cannabis infused edibles.

"Health and Wellness Center" means an establishment that offers health services for the body and mind, including but not limited to fitness, personal training, nutrition consulting, skin care services, massage, holistic and herbal therapies, therapeutic application and retail sales of medical cannabis products including oils, tinctures, sublingual's, creams, lotions, pills, suppositories, cosmetics, etc., but excluding the sales of flowers, trim, leaf or cannabis infused edibles.

Testing Laboratories

Cannabis testing laboratories are restricted to the HRDBP. Cannabis testing labs are very similar to other types of testing labs. It is staff's understanding that the City's of Eureka and Arcata and the County allow cannabis testing labs where other types testing labs are allowed.

Cultivation on the Dinsmore Plateau

As the Council is aware commercial cannabis cultivation is limited to the "Sawmill Annexation Area" which includes the HRDBP and a few other parcels, including that portion of the Mozzetti Ranch in the City limits. Most if not all the property owners on the Dinsmore Plateau have expressed an interest in commercial cannabis cultivation. At a tax rate of \$2.00 per square foot of canopy, allowing cultivation on the Dinsmore Plateau could potentially result in significant revenue for the City.

Adult and Medical Annual Fees

In addition to the City's taxes, operators are subject to \$8,000 in annual fees for each license type. As the Council likely remembers, As a result of the State eliminating the need to obtain both Adult "A" and Medical "M" licenses, the City amended the Cannabis Regulations in February of this year to allow adult or "A" cannabis activities. The Council's action was a

compromise in that “A” activities would be allowed, provided the operators paid both the “A” and “M” \$4,000 annual operating fee.

The purpose of the fees was to cover staff’s cost in administering and enforcing the cannabis regulations. The operators, including potential investors, have expressed concern over having to pay both fees.

Attachment 1: City Cannabis Tax Ordinance

Ordinance No. 354-2017

ORDINANCE ADDING CHAPTER 5.40 TO TITLE 5 OF THE RIO DELL MUNICIPAL CODE AND CREATING A NEW BUSINESS TAX FOR COMMERCIAL CANNABIS BUSINESS

The people of the City of Rio Dell do ordain as follows:

Section 1. The Rio Dell Municipal Code is hereby amended to add sections as set forth below.

Section 2. Code Amendment. Title 5 of the Rio Dell Municipal Code is hereby amended adding Chapter 5.40 to read as follows:

Chapter 5.40 - CANNABIS BUSINESS TAX

Part 1 - Purpose and Definitions

5.40.010 - Purpose of chapter.

This chapter is enacted solely to raise revenue for municipal purposes and is not intended for regulation.

5.40.020 - Definitions.

Unless otherwise specified herein, the definitions set forth in this part shall govern the application and interpretation of this chapter.

5.40.030 - Business.

The term "business" shall include all activities engaged in or caused to be engaged in within the City including any commercial or industrial enterprise, trade, profession, occupation, vocation, calling, or livelihood whether or not carried on for gain or profit, but shall not include, the services rendered by an employee to his or her employer.

5.40.040 - Business license.

"Business license" means the license issued by the City to the taxpayer upon completion of the business license application and payment of the tax prescribed by Chapter 5.05.

5.40.050 - Director.

"Director" means the Director of the Finance Department of the City or, if the Director of the Finance Department position is vacant or the Director is incapacitated or otherwise unavailable, such other person designated by the City Manager to administer this chapter.

5.40.060 - Employee.

"Employee" means each and every person engaged in the operation or conduct of any business, whether as owner, member of the owner's family, partner, associate, agent, manager or solicitor, and each and every other person employed or working in such business for a wage, salary, commission or room and board or as a volunteer.

5.40.070 - Engaged in business.

- A. "Engaged in business" means the commencing, conducting, operating, managing or carrying on of Commercial Cannabis Activity (as defined below) and the exercise of corporate or franchise powers, whether done as owner, or by means of an officer, agent, manager, employee, or otherwise, whether operating from a fixed location in the City or coming into the City from an outside location to engage in such activities.
- B. A person shall be deemed engaged in business within the City if:
1. Such person or person's employee maintains a fixed place of business within the City for the benefit or partial benefit of such person;
 2. Such person or person's employee owns, rents, or leases real property within the City for business purposes;
 3. Such person or person's employee regularly maintains a stock of tangible personal property in the City for sale in the ordinary course of business;
 4. Such person or person's employee regularly conducts solicitation of business within the City;
 5. Such person or person's employee performs work or renders services in the City on a regular and continuous basis involving more than five working days per year; and
 6. Such person or person's employee utilizes the streets within the City in connection with the operation of motor vehicles for business purposes.

The foregoing specified activities shall not be a limitation on the meaning of engaged in business.

5.40.080 - Evidence of doing business.

Whenever any person shall, by use of signs, circulars, cards or any other advertising media, including the use of internet or telephone solicitation, represent that such person is engaged in business in the City, then these facts may be used as evidence that such person is engaged in business in the City.

5.40.090 - Gross receipts.

"Gross receipts," except as otherwise specifically provided, means the total amount actually received or receivable from all sales; the total amount or compensation actually received or receivable for the performance of any act or service, of whatever nature it may be, for which a charge is made or credit allowed, whether or not such act or service is done as a part of or in connection with the sale of materials, goods, wares or merchandise; discounts, rents, royalties, fees, commissions, dividends, and gains realized from trading in stocks or bonds, however

designated. Included in "gross receipts" shall be all receipts, cash, credits and property of any kind or nature, without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, or losses or other expenses whatsoever, except that the following shall be excluded therefrom:

- A. Cash discounts allowed and taken on sales;
- B. Credit allowed on property accepted as part of the purchase price and which property may later be sold, at which time the sales price shall be included as gross receipts;
- C. Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;
- D. Such part of the sale price of any property returned by purchasers to the seller as refunded by the seller by way of cash or credit allowances or return of refundable deposits previously included in gross receipts;
- E. Receipts from investments where the holder of the investment receives only interest and/or dividends, royalties, annuities and gains from the sale exchange of stock or securities solely for a person's own account, not derived in the ordinary course of a business;
- F. Receipts derived from the occasional sale of used, obsolete or surplus trade fixtures, machinery or other equipment used by the taxpayer in the regular course of the taxpayer's business;
- G. Cash value of sales, trades or transactions between departments or units of the same business;
- H. Whenever there are included within the gross receipts amounts which reflect sales for which credit is extended and such amount proved uncollectible in a subsequent year, those amounts may be excluded from the gross receipts in the year they prove to be uncollectible; provided, however, if the whole or portion of such amounts excluded as uncollectible are subsequently collected, they shall be included in the amount of gross receipts for the period when they are recovered;
- I. Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded when in excess of one dollar;
- J. Amounts collected for others where the business is acting as an agent or trustee and to the extent that such amounts are paid to those for whom collected. These agents or trustees must provide the finance department with the names and the addresses of the others and the amounts paid to them. This exclusion shall not apply to any fees, percentages, or other payments retained by the agent or trustees.

"Gross receipts" subject to the business tax shall be that portion of gross receipts relating to business conducted within the City.

5.40.100 – Square foot.

The term "square foot" means the maximum amount of allowable canopy area for cannabis cultivation authorized by a City permit or license issued by the City to a person

engaged in business involving Commercial Cannabis Cultivation Activity, or by a state license in the absence of a City permit or license, not deducting for unutilized square footage.

5.40.110 - Cannabis.

The term "Cannabis" shall have the same meaning as that term is defined in Section 17.30.195(6) of the Rio Dell Municipal Code.

5.40.120 – Commercial Cannabis Activity.

The term “Commercial Cannabis Activity” means Commercial Cannabis Cultivation Activity, as that term is defined in Section 5.40.130, below, and/or Other Commercial Cannabis Activity, as that term is defined in Section 5.40.140, below.

5.40.130 – Commercial Cannabis Cultivation Activity.

The term “Commercial Cannabis Cultivation Activity” means activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of Cannabis in the City, by a person engaged in business. Without limiting the foregoing, a person is engaged in business involving Commercial Cannabis Cultivation Activity if he, she, or it is operating pursuant to a Type 1, Type 1A, Type 1B, Type 2, Type 2A, Type 2B, Type 3, Type 3A, Type 3B, and/or Type 4 license, as those license types are defined in Section 19300.7 of the California Business and Professions Code and/or Section 17.30.195 of this Code.

5.40.140 – Other Commercial Cannabis Activity.

The term "Other Commercial Cannabis Activity" means activity, other than Commercial Cannabis Cultivation Activity, involving transporting, distributing, manufacturing, testing, dispensing, wholesale, retail sales of Cannabis and any ancillary products in the City, or other commercial Cannabis activity the Council may permit or authorize in the future, by a person engaged in business. Without limiting the foregoing, a person is engaged in business involving Other Commercial Cannabis Activity if he, she, or it is operating pursuant to a Type 6, Type 7, Type 8, Type 10, Type 10A, Type 11, and/or Type 12 license, as those license types are defined in Section 19300.7 of the California Business and Professions Code and/or Section 17.30.195 of this Code.

5.40.150 - Cannabis business tax.

"Business tax" or "cannabis business tax" or "cannabis tax" shall mean the tax due for engaging in Commercial Cannabis Activity in the City.

5.40.160 - Person.

"Person" means, without limitation, any natural individual, organization, firm, trust, common law trust, estate, partnership of any kind, association, syndicate, club, joint stock company, joint venture, limited liability company, corporation (including foreign, domestic, and nonprofit), collective, cooperative, receiver, trustee, guardian, or other representative appointed by order of any court.

5.40.170 - Sale.

"Sale" means and includes any sale, exchange, or barter.

Part 2 - General Tax Provisions

5.40.200 - Other licenses, permits, taxes, fees or charges.

Nothing contained in this Chapter 5.40 shall be deemed to repeal, amend, be in lieu of, replace or in any way affect any requirements for any license or permit required by, under or by virtue of any provision of any other title or chapter of this Code or any other ordinance of the City or resolution of the City Council, nor be deemed to repeal, amend, be in lieu of, replace or in any way affect any tax, fee or other charge imposed, assessed or required by, under or by virtue of any other title or chapter of this Code including or any other ordinance of the City or resolution of the City Council. Any references made or contained in any other title or chapter of this Code to any licenses, license taxes, fees or charges, or to any schedule of license fees, shall be deemed to refer to the licenses, license taxes, fees or charges, or schedule of license fees, provided for in other titles or chapters of this Code.

5.40.210 - Business tax certificate—Required.

- A. There are imposed upon all persons engaged in a business involving Commercial Cannabis Activity in the City taxes in the amounts prescribed in this chapter and Chapter 5.05. It shall be unlawful for any person, either for him or herself or for any other person, to commence, transact or carry on any Commercial Cannabis Activity in the City without first having procured a business license from the City under Chapter 5.05 and having paid the tax set forth therein, and without complying with any and all provisions contained in this chapter. The carrying on of any Commercial Cannabis Activity without complying with any and all provisions of this chapter and Chapter 5.05 shall constitute a separate violation of this chapter and Chapter 5.05 for each and every day that such activity is so carried on.
- B. The business license required to be obtained under Chapter 5.05 and the taxes required to be paid under this chapter and Chapter 5.05 are declared to be required pursuant to the taxing power of the City solely for the purpose of obtaining revenue and are not regulatory permit fees.

5.40.220 - Payment of tax does not authorize unlawful business.

- A. The payment of a business license tax required by this chapter, and its acceptance by the City, shall not entitle any person to carry on any Commercial Cannabis Activity unless the person has complied with all of the requirements of this Code and all other applicable laws, nor to carry on any such activity in any building or on any premises in the event that such building or premises are situated in a zone or locality in which the conduct of such Commercial Cannabis Activity is in violation of any law.
- B. No tax paid under the provisions of this chapter shall be construed as authorizing the conduct or continuance of any illegal or unlawful business, or any business in violation of any ordinance of the City.

5.40.230 - Application—Form and contents.

Every person required to have a business license under the provisions of Chapter 5.05 shall make application for the same, or for renewal of the same, to the Director. Such application shall be a written statement upon a form or forms provided by the Director and shall be signed by the applicant under penalty of perjury. The application shall set forth such information as may be required and as may be reasonably necessary to properly determine the amount of the tax to be paid by the applicant under Chapter 5.05, together with such other information as is required by the Director to enable the Director to administer the provisions of this chapter.

5.40.240 - Payment—Location.

The tax imposed under this chapter shall be paid to the Director in lawful money of the United States, at the office of the Director, or any other location designated by the Director. Lawful money shall mean any coin, currency or negotiable instrument, exchangeable for said coin or currency, which the United States Congress has declared to be a national legal tender.

5.40.250 - Amount of business tax owed.

A. Tax Rate for Commercial Cannabis Cultivation Activity.

1. In addition to the business tax imposed under Chapter 5.05 of this Code and the requirements set forth therein, every person engaged in business involving Commercial Cannabis Cultivation Activity in the City shall pay a business tax at a rate of up to five dollars (\$5.00) per Square Foot or at a rate of up to ten percent (10%) of Gross Receipts, as set and determined by the Council, in its discretion, by ordinance.
2. Notwithstanding the maximum tax rates imposed under Subsection A.1., above, the City Council may, in its discretion, at any time by ordinance, implement a lower tax rate for Commercial Cannabis Cultivation Activity or establish differing tax rates for different categories, including permit or license types, of Commercial Cannabis Cultivation Activity subject to the maximum rate. The City Council may, in its discretion, at any time by ordinance, increase any such tax rate(s) once per calendar year, provided that any such increase does not exceed one-fifth (1/5) of the maximum tax rate(s) established pursuant to Subsection A.1., above.
3. The initial tax rates imposed upon persons engaged in business involving Commercial Cannabis Cultivation Activity shall be as follows:
 - (i) Two Dollars (\$2.00) per Square Foot for persons issued a permit or license, other than a permit or license to operate a Nursery, to engage in greenhouse, mixed-light, and/or indoor cultivation of Cannabis, pursuant to Section 17.30.195 of the Code.
 - (ii) Two Percent (2%) of Gross Receipts for persons issued a permit or license to operate a Nursery, pursuant to Section 17.30.195 of the Code.

B. Tax rate for Other Commercial Cannabis Activity.

1. In addition to the business tax imposed under Chapter 5.05 of this Code and the requirements set forth therein, every person engaged in business involving Other Commercial Cannabis Activity in the City shall pay a business tax at a rate of up to ten

percent (10%) of Gross Receipts, as set and determined by the Council, in its discretion, by ordinance..

2. Notwithstanding the maximum tax rate of ten percent (10%) of Gross Receipts imposed under Subsection B.1., the City Council may, in its discretion, at any time by ordinance, implement a lower tax rate for Other Commercial Cannabis Activity or establish differing tax rates for different categories, including permit or license types, of Other Commercial Cannabis Activity, subject to the maximum rate of ten percent of Gross Receipts. The City Council may, in its discretion, at any time by ordinance, increase any such tax rate(s) once per calendar year, provided that any such increase does not exceed one-fifth (1/5th) of the maximum tax rate.
3. The initial tax rate imposed upon persons engaged in business involving Other Commercial Cannabis Activity shall be Two Percent (2%) of Gross Receipts.

5.40.260 - Payment—Time limits.

The business tax imposed by this chapter shall be due and payable as follows:

- A. Each person engaged in business involving Commercial Cannabis Activity shall, on or before the last day of the month following the close of each fiscal year quarter, prepare and submit a tax statement on the form prescribed by the Director and remit to the Director the tax due. The tax due shall be no less than the quarterly installment due. Each person shall pay on or before the last day of the month following the close of each calendar quarter.
- B. If the business tax is owed is based on Square Foot, as defined in Section 5.40.100, the tax statement may include a request for adjustment of the tax due to square foot authorized but not utilized for cultivation, and/or crop loss, along with evidence substantiating the square footage utilized and/or crop loss. The decision to prorate or adjust the tax will be made at the sole discretion of the City. A fee may be adopted by the City Council and collected by the Director to pay for the cost of investigating, verifying, and opining on such request for adjustment of the tax.
- C. All tax statements shall be completed on forms prescribed by the Director.
- D. Tax statements and payments for all outstanding taxes owed the City are immediately due to the Director upon cessation of business for any reason.
- E. The Director may, at his or her discretion, establish shorter or longer report and payment periods for any taxpayer as the Director deems necessary to insure collection of the tax.
- F. The Director may, as part of administering the tax and in his or her discretion, modify the form of payment and take such other administrative actions as needed to facilitate collection of the tax.

5.40.270 - Payment—When taxes deemed delinquent.

Unless otherwise specifically provided under other provisions of this chapter, the taxes required to be paid pursuant to this chapter shall be deemed delinquent if not paid on or before the due date specified in Section 5.40.260.

5.40.280 - Notice not required by City.

The Director is not required to send a delinquency or other notice or bill to any person subject to the provisions of this chapter and failure to send such notice or bill shall not affect the validity of any tax or penalty due under the provisions of this chapter.

5.40.290 - Payment—Penalty for delinquency.

- A. Any person who fails or refuses to pay any business tax required to be paid pursuant to this chapter on or before the due date shall pay penalties and interest as follows:
 - 1. Original Delinquency. A penalty equal to twenty-five percent (25%) of the amount of the tax in addition to the amount of the tax, plus interest on the unpaid tax calculated from the due date of the tax at the rate of one percent per month or fraction thereof on the amount of the tax, exclusive of penalties, from the date on which the remittance first became delinquent until paid; and
 - 2. Continued Delinquency. An additional penalty equal to twenty-five percent (25%) of the amount of the tax if the tax remains unpaid for a period exceeding one (1) calendar month beyond the due date, plus interest on the unpaid tax calculated at the rate of one percent (1%) per month or fraction thereof on the amount of the tax, exclusive of penalties, from the date on which the remittance first became delinquent until paid.
- B. Whenever a check is submitted in payment of a business tax and the check is subsequently returned unpaid by the bank upon which the check is drawn, and the check is not redeemed prior to the due date, the taxpayer will be liable for the tax amount due plus penalties and interest as provided for in this section plus any amount allowed under state law.
- C. The business tax due shall be that amount due and payable from the first date on which the person was engaged in business involving Commercial Cannabis Activity in the City, together with applicable penalties and interest calculated in accordance with subsection A. above.

5.40.300 - Waiver of penalties.

The Director may waive the first and second penalties of twenty-five percent (25%) each imposed upon any person if:

- A. The person provides evidence satisfactory to the Director that failure to pay timely was due to circumstances beyond the control of the person and occurred notwithstanding the exercise of ordinary care and the absence of willful neglect, and the person paid the delinquent business tax and accrued interest owed the City prior to applying to the Director for a waiver.

- B. The waiver provisions specified in this subsection shall not apply to interest accrued on the delinquent tax and a waiver shall be granted only once during any twenty-four-month period.

5.40.310 - Refunds—Credits.

- A. No refund shall be made of any tax collected pursuant to this chapter except as provided in Section 5.40.320.
- B. No refund of any tax collected pursuant to this chapter shall be made because of the discontinuation, dissolution or other termination of a business.
- C. Any person entitled to a refund of taxes paid pursuant to this chapter may elect in writing to have such refund applied as a credit against such person's business taxes for the next calendar month.

5.40.320 - Refunds and procedures.

- A. Whenever the amount of any business tax, penalty or interest has been overpaid, paid more than once, or has been erroneously or illegally collected or received by the City under this chapter, it may be refunded to the claimant who paid the tax provided that a written claim for refund shall be presented to the Director within one year of the date of payment, and in the manner prescribed by Part 3 of Division 3.6 of Title 1 of the California Government Code (commencing with section 900 thereof) for the claims to which that part applies by its own terms, as those provisions now exist or shall hereafter be amended, and as further provided by this section.
- B. All claims shall be made in writing and verified under the penalty of perjury by the claimant or by his or her guardian, conservator, executor or administrator. All tax refund claims shall be filed on the refund claim form prescribed by the Director. In the event that the Director has not prescribed a form of claim, the tax refund claim shall contain:
 - 1. The information required by California Government Code Section 910; and
 - 2. The specific amount claimed to have been overpaid, paid more than once, or erroneously or illegally collected or received by the City; and
 - 3. The grounds upon which the claim is founded, with specificity sufficient to enable the Director and other responsible City officials to understand and evaluate the claim; and
 - 4. Documentation supporting the amount of the refund sought.

The foregoing reference to Government Code Section 910 shall not be construed to authorize a class claim, and no claim may be filed on behalf of a class of persons unless verified by every member of that class.

- C. The Director or the Director's authorized agent shall have the right to examine and audit all the books and business records of the claimant in order to determine the eligibility of the claimant to the claimed refund. No claim for refund shall be allowed if the claimant therefor refuses to allow such examination of claimant's books and business records after request by the Director to do so.

- D. In the event that the business tax was erroneously paid and the error is attributable to the City, the entire amount of the tax erroneously paid shall be refunded to the claimant. If the error is attributable to the claimant, the City shall retain an administrative fee as set forth in a resolution of the City Council from the amount to be refunded to cover the City's expenses.
- E. The Director shall initiate a refund of any business tax which has been overpaid or erroneously collected whenever the overpayment or erroneous collection is uncovered by a City audit of business tax receipts. In the event that the business tax was erroneously paid and the error is attributable to the City, the entire amount of the tax erroneously paid shall be refunded to the claimant. If the error is attributable to the claimant, the City shall retain an administrative fee as set forth in a resolution of the City Council from the amount to be refunded to cover the City's expenses.
- F. In accordance with California Government Code sections 935(b) and 945.6, all claims shall be presented as provided in this section and acted upon by the City prior to the filing of any action on such claims and no such action may be maintained by a person who has not complied with the requirements of this section.
- G. Any action brought against the City upon any claim or demand shall conform to the requirements of Sections 940 through 949 of the California Government Code. Any action brought against any employee of the City shall conform with the requirements of section 950 through 951 of the California Government Code.

Part 3 - Exemptions

5.40.400 - Exemptions—Application—Issuance condition.

Any person desiring to claim exemption from the payment of the tax set forth in this chapter shall make application therefore upon forms prescribed by the Director and shall furnish such information and make such affidavits as may be required by the Director.

5.40.410 - Exemptions—General.

Except as may be otherwise specifically provided in this chapter, the terms hereof shall not be deemed or construed to apply to any person when imposition of the tax upon that person would violate the Constitution of the United States or that of the state of California or preemptive federal or state law.

5.40.420 - Exemptions—Occasional transactions.

- A. The provisions of this chapter shall not apply to persons having no fixed place of business within the City who come into the City for the purpose of transacting a specific item of business at the request of a specific patient, client or customer, provided that such person does not come into the City for the purpose of transacting business on more than five (5) days during any calendar year.
- B. For any person not having a fixed place of business within the City who comes into the City for the purpose of transacting business and who is not exempt as provided in subsection A. of this section, the business tax payable by such person may be apportioned by the Director in accordance with Section 5.40.520.

Part 4 - Administration and Enforcement

5.40.500 - Enforcement—Duties of Director and Chief of Police.

It shall be the duty of the Director to enforce each and all of the provisions of this chapter, and the Chief of Police shall render such assistance in the enforcement of this chapter as may from time to time be required by the Director.

5.40.510 - Rules and regulations.

For purposes of apportionment as may be required by law and for purposes of administration and enforcement of this chapter generally, the Director, with the concurrence of the City Attorney, may from time to time promulgate administrative rules and regulations.

5.40.520 - Apportionment.

- A. None of the tax provided for by this chapter shall be applied so as to occasion an undue burden upon interstate commerce or be violative of the equal protection and due process clauses of the Constitutions of the United States or the state of California.
- B. If any case where a business tax is believed by a taxpayer to place an undue burden upon interstate commerce or be violative of such constitutional clauses, the taxpayer may apply to the Director for an adjustment of the tax. It shall be the taxpayer's obligation to request in writing for an adjustment within one (1) year after the date of payment of the tax. If the taxpayer does not request in writing within one (1) year from the date of payment, then taxpayer shall be conclusively deemed to have waived any adjustment for that year.
- C. The taxpayer shall, by sworn statement and supporting testimony, show the method of business and the gross volume of business and such other information as the Director may deem necessary in order to determine the extent, if any, of such undue burden or violation. The Director shall then conduct an investigation, and shall fix as the tax for the taxpayer an amount that is reasonable and nondiscriminatory, or if the tax has already been paid, shall order a refund of the amount over and above the tax so fixed. In fixing the tax to be charged, the Director shall have the power to base the tax upon a percentage of gross receipts or any other measure which will assure that the tax assessed shall be uniform with that assessed on businesses of like nature, so long as the amount assessed does not exceed the tax as prescribed by this chapter.
- D. Should the Director determine that the gross receipt measure of tax to be the proper basis, the Director may require the taxpayer to submit a sworn statement of the gross receipts and pay the amount of tax as determined by the Director.

5.40.530 - Audit and examination of records and equipment.

The Director shall have the power to audit and examine all business property, books and records of persons engaged in business involving Commercial Cannabis Activity including both state and federal income tax returns, California sales tax returns, or other evidence documenting the square foot and/or gross receipts of persons engaged in business involving Commercial Cannabis Activity, and, where necessary, all equipment, of any person engaged in such a business in the City, for the purpose of ascertaining the amount of business tax, if any, required

to be paid by the provisions hereof, and for the purpose of verifying any statements or any item thereof when filed by any person pursuant to the provisions of this chapter. If such person, after written demand by the Director, refuses to make available for audit, examination or verification such books, business property, records or equipment as the Director requests, the Director may, after full consideration of all information within his or her knowledge concerning the Commercial Cannabis Activity and activities of the person so refusing, make an assessment in the manner provided in Sections 5.40.560 through 5.40.580 of any taxes estimated to be due.

5.40.540 - Tax deemed debt to City.

The amount of any tax, penalties and interest imposed by the provisions of this chapter shall be deemed a debt to the City and any person carrying on any Commercial Cannabis Activity without first having procured a business license shall be liable in an action in the name of the City in any court of competent jurisdiction for the amount of the tax, and penalties and interest imposed on such business.

5.40.550 - Deficiency determinations.

If the Director is not satisfied that any statement filed as required under the provisions of this chapter is correct, or that the amount of tax is correctly computed, he or she may compute and determine the amount to be paid and make a deficiency determination upon the basis of the facts contained in the statement or upon the basis of any information in his or her possession or that may come into his or her possession. One or more deficiency determinations of the amount of tax due for a period or periods may be made. When a person discontinues engaging in a business, a deficiency determination may be made at any time within three (3) years thereafter as to any liability arising from engaging in such business whether or not a deficiency determination is issued prior to the date the tax would otherwise be due. Whenever a deficiency determination is made, a notice shall be given to the person concerned in the same manner as notices of assessment are given under Sections 5.40.560 through 5.40.580.

5.40.560 - Tax assessment—Authorized when nonpayment—Fraud.

- A. Under any of the following circumstances, the Director may make and file a Notice of Assessment of the amount of tax owed by a person under this chapter:
 - 1. If the person has not filed any statement or return required under the provisions of this chapter;
 - 2. If the person has not paid any tax due under the provisions of this chapter;
 - 3. If the person has not, after demand by the Director, filed a corrected statement or return, or furnished to the Director adequate substantiation of the information contained in a statement or return already filed, or paid any additional amount of tax due under the provisions of this chapter;
 - 4. If the Director determines that the nonpayment of any business tax due under this chapter is due to fraud, a penalty of fifty percent of the amount of the tax shall be added thereto in addition to penalties and interest otherwise stated in this chapter.
- B. The notice of assessment shall separately set forth the amount of any tax known by the Director to be due or estimated by the Director, after consideration of all information within

the Director's knowledge concerning the business and activities of the person assessed, to be due under each applicable section of this chapter, and shall include the amount of any penalties or interest accrued on each amount to the date of the notice of assessment.

5.40.570 - Tax assessment—Notice requirements.

The Notice of Assessment shall be served upon the person either by handing it to him or her personally, or by a deposit of the notice in the United States mail, postage prepaid thereon, addressed to the person at the address of the location of the business appearing on the face of the business license issued under Chapter 5.05 or to such other address as he or she shall register with the Director for the purpose of receiving notices provided under this chapter; or, should the person have no business license issued and should the person have no address registered with the Director for such purpose, then to such person's last known address. For the purposes of this section, a service by mail is complete at the time of deposit in the United States mail.

5.40.580 - Tax assessment—Hearing—Application and determination.

Within ten days after the date of service the person may apply in writing to the Director for a hearing on the assessment. If application for a hearing before the City is not made within the time herein prescribed, the tax assessed by the Director shall become final and conclusive. Within thirty days of the receipt of any such application for hearing, the Director shall cause the matter to be set for hearing before him or her not later than thirty (30) days after the date of application, unless a later date is agreed to by the Director and the person requesting the hearing. Notice of such hearing shall be given by the Director to the person requesting such hearing not later than five (5) days prior to such hearing. At such hearing said applicant may appear and offer evidence why the assessment as made by the Director should not be confirmed and fixed as the tax due. After such hearing the Director shall determine and reassess the proper tax to be charged and shall give written notice to the person in the manner prescribed in Section 5.40.570 for giving notice of assessment.

5.40.590 - Conviction for chapter violation—Taxes not waived.

The conviction and punishment of any person for failure to pay the required tax shall not excuse or exempt such person from any civil action for the tax debt unpaid at the time of such conviction. No civil action shall prevent a criminal prosecution for any violation of the provisions of this chapter or of any state law requiring the payment of all taxes.

5.40.600 - Violation deemed misdemeanor—Penalty.

Any person violating any of the provisions of this chapter or any regulation or rule passed in accordance herewith, or knowingly or intentionally misrepresenting to any officer or employee of the City any material fact in procuring the business license provided for in Chapter 5.05 shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punishable by a fine of not more than five hundred dollars (\$500.00) or by imprisonment for a period of not more than six (6) months, or by both such fine and imprisonment.

5.40.610 - Effect of state and federal reference/authorization.

Unless specifically provided otherwise, any reference to a State or Federal statute in this chapter shall mean such statute as it may be amended from time to time, provided that such

reference to a statute herein shall not include any amendment thereto, or to any change of interpretation thereto by a State or Federal agency or court of law with the duty to interpret such law, to the extent that such amendment or change of interpretation would, under California law, require voter approval of such amendment or interpretation, or to the extent that such change would result in a tax decrease. To the extent voter approval would otherwise be required or a tax decrease would result, the prior version of the statute (or interpretation) shall remain applicable; for any application or situation that would not require voter approval or result in a decrease of a tax, provisions of the amended statute (or new interpretation) shall be applicable to the maximum possible extent.

To the extent that the City's authorization to collect or impose any tax imposed under this chapter is expanded as a result of changes in state or federal law, no amendment or modification of this chapter shall be required to conform the tax to those changes, and the tax shall be imposed and collected to the full extent of the authorization up to the full amount of the tax imposed under this chapter.

5.40.620 - Subject to annual City audits.

The revenues from the tax imposed by this chapter shall be subject to the annual audit performed by the City's independent auditor of the City's municipal books, records, accounts and fiscal procedures.

5.40.630 - Remedies cumulative.

All remedies and penalties prescribed by this chapter or which are available under any other provision of law or equity, including, but not limited to, the California False Claims Act (Government Code section 12650 et seq.) and the California Unfair Practices Act (Business and Professions Code section 17070 et seq.), are cumulative. The use of one or more remedies by the City shall not bar the use of any other remedy for the purpose of enforcing the provisions of this chapter.

5.40.640 - Amendment or repeal.

Chapter 5.40 of the Rio Dell Municipal Code may be repealed or amended by the City Council without a vote of the people. However, as required by Article XIIC of the California Constitution, voter approval is required for any amendment provision that would increase the maximum rate of any tax levied pursuant to this chapter. The people of the City of Rio Dell affirm that the following actions shall not constitute an increase of the rate of a tax:

- A. The restoration of the rate of the tax to a rate that is no higher than that set by this chapter, if the City Council has acted to reduce the rate of the tax;
- B. An action that interprets or clarifies the methodology of the tax, or any definition applicable to the tax, so long as interpretation or clarification (even if contrary to some prior interpretation or clarification) is not inconsistent with the language of this chapter;
- C. The establishment of a class of person that is exempt or excepted from the tax or the discontinuation of any such exemption or exception (other than the discontinuation of an exemption or exception specifically set forth in this chapter); or

D. The collection of the tax imposed by this chapter, even if the City had, for some period of time, failed to collect the tax.

5.40.650 – Severability.

Should any provision, section, paragraph, sentence or word of this ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences and words of this ordinance as hereby adopted shall remain in full force and effect.

HRDBP Facts and Figures

Rio Dell

Development	12/4/2018	1/9/2019		
Number of Parcels at HRDBP	15	15		
Number of Parcels at HRDBP Currently for Sale	3	2		
Parcels in Escrow	0	1		
Number of Parcels at HRDBP with PC Approved Projects	7	7		
Number of Parcels at HRDBP with Projects in Development	3	4		
Number of Parcels at HRDBP with Operating Projects	1	1		
State & Local Licenses Registered to Operate in Rio Dell	2	2		
Manufacturing	1	1		
Distribution	1	1		
Cultivation	0	0		
Testing	0	0		
Total Additional Assessed Valuation	Evaluating	+\$2.608m		
Revenue				
Total Annual Operating Fees Collected	\$ 23,000	\$ 31,000		
Total City Stamp Track and Trace Revenue	\$ 420	\$ 620		
Total Measure X Tax Revenue	\$ -	\$ 1,181		
Total Building Fees	\$ 23,416	\$ 36,655		
Total City Revenue	\$ 46,836	\$ 69,456		
Track and Trace				
Total Track and Trace Fees Received	\$ 4,510	\$ 7,373		
Total Track and Trace Fees Paid out to SICPA	\$ (4,090)	\$ (5,570)		
Total SICPA Balance Forward	\$ 420	\$ 1,803		

Humboldt Rio Dell Business Park
Approved Projects
July 31, 2018

Humboldt Brand – Lot A

A Conditional Use Permit for cannabis related activities, including Volatile and Non-Volatile Manufacturing, Infusion Manufacturing activities, Nursery/Propagation activities, Processing/Packaging, Distribution in an existing 3,200 sq. ft. building. The application includes a proposed 2,700 (30' x 90') square foot polycarbonate greenhouse. Includes the temporary use of two C1D1 – C1D2 units.



PMD Incorporated – Glenn White Group – Lot B



Building one (1), the northerly building will include four (4) units of retail commercial use, including a Holistic Spa, a Health and Wellness Center, a retail clothing store and a coffee bistro. 7,200 square feet. 8-10 employees.

Building two (2) the middle building will be used for a commercial medical cannabis warehouse, distribution and packaging facility. 23,400 square feet. 8-10 employees.



Building three (3), the southerly building will include a cannabis testing laboratory (DigiPath), a concentrate manufacturing and research and development involving tissue culturing operation and associated plant nursery. 14,400 square feet. 8-10 employees.



Nathan Titchener (Strictly Humboldt) Lot – K

A Conditional Use Permit for cannabis related activities, including up to 5,000 square feet of outdoor (greenhouse) cultivation, up to 5,000 square feet of indoor cultivation, non-volatile manufacturing, processing (drying, trimming and packaging) and distribution.



Mountain Investments – Lot F

A Conditional Use Permit for the Design Review Conditional of three (3) two-story buildings. Two buildings will be 19,200 square feet and the third building will be 12,000 square feet. Approved cannabis activities include up to 10,000 square feet of indoor cultivation, volatile and non-volatile manufacturing, including infusion, a commercial kitchen, processing/packaging, distribution and a testing laboratory.



Rio Dell Holdings – Lot J

Six buildings ranging in size from 6,000 square feet to 36,400 square feet for cannabis related activities including indoor (44,000 sq. ft.) and greenhouse (20,000 sq. ft.) cultivation, processing, packaging, volatile and non-volatile manufacturing, distribution and an on-site 43,560 square foot nursery which will be used to propagate, clones and seedlings for use on and off-site.



Wendt Construction – SOP Manufacturing – Lot N

An application for a Conditional Use Permit for Medicinal Cannabis operations, including Manufacturing oils/concentrates, Indoor Cultivation and a Distribution and Processing Facility within a 19,200 square foot building.

