



RIO DELL CITY COUNCIL AGENDA
CLOSED SESSION – 5:00 PM
REGULAR MEETING - 6:00 PM
TUESDAY, OCTOBER 17, 2023

City Council Chambers
675 Wildwood Avenue, Rio Dell

Welcome - 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 and available on the City's website at cityofriodell.ca.gov. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.

**SPECIAL PUBLIC HEALTH EMERGENCY ALTERNATIONS TO MEETING FORMAT
CORONAVIRUS (COVID 19)**

Effective immediately, the City of Rio Dell will reopen City Council meetings held in City Hall Council Chambers to in-person attendance by the public. The public may also attend these meeting virtually through Zoom. The meetings will also be viewable via livestreaming through our partners at Access Humboldt via their YouTube channel or Suddenlink channels on Cable TV.

Public Comment by Email:

In balancing the health risks associated with COVID-19 and need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) **and email no later than one-hour prior to the start of the Council meeting**. Your comments will be read out loud, for up to three minutes.

Meeting can be viewed on Access Humboldt's website at <https://www.accesshumboldt.net/>. Suddenlink Channels 10, 11 & 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/accesshumboldt>.

Zoom Public Comment:

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll-free number **1-888-475-4499**, enter meeting **ID 987 154 0944** and press star (*) 9 on your phone – this will raise your hand. You will continue to hear the meeting on the call. When it is time for public comment on the item you wish to speak on, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. Please state your name and begin your comment. You will have 3 minutes to comment.

A. CALL TO ORDER

B. ROLL CALL

C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

1. 2023/1017.01 - **Public Employee Performance Evaluation** - City Manager Pursuant to Gov't Code §54957
2. 2023/1017.02 - **Conference with Labor Negotiator** - Rio Dell Employees Association, Rio Dell Police Officers Association and all Contract Employees Pursuant to Gov't Code §54957

D. PUBLIC COMMENT REGARDING CLOSED SESSION

E. RECESS INTO CLOSED SESSION – 5:00 p.m.

F. RECONVENE INTO OPEN SESSION – 6:00 p.m.

G. ORAL ANNOUNCEMENTS

H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL MATTERS

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 allowed under the Ralph M. Brown Act. 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 2/3 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.](#) 2023/1017.03 - Approve Minutes if the October 3, 2023 Regular Meeting **(ACTION)** - Pg. #4
- [2.](#) 2023/1017.04 - Receive & File the Check Register for September **(ACTION)** - Pg. #16

L. ITEMS REMOVED FROM THE CONSENT CALENDAR

M. REPORTS/STAFF COMMUNICATIONS

- [1.](#) 2023/1017.05 - City Manager/Staff Update **(RECEIVE & FILE)** - Pg. #20

N. SPECIAL PRESENTATIONS/STUDY SESSIONS

O. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

- [1.](#) 2023/1017.06 - Discussion on USDA Rural Development (RD) Direct Loan Opportunities **(DISCUSSION/POSSIBLE ACTION)** - Pg. #26
- [2.](#) 2023/1017.07 - Update on Gateway Project **(DISCUSSION/POSSIBLE ACTION)** - Pg. #31

P. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Q. COUNCIL REPORTS/COMMUNICATIONS

R. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, November 7, 2023 at **6:00 PM.***

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
OCTOBER 3, 2023**

The regular meeting of the Rio Dell City Council was called to order at 6:00 p.m. by Mayor Garnes.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Carter, Councilmembers Orr, Wilson, and Woodall

Others Present: City Manager Knopp, Chief of Police Allen, Finance Director Sanborn, Water/Roadways Superintendent Jensen, Waste-water Superintendent Taylor, Senior Fiscal Assistant Maciel, and City Clerk Dunham

Absent: Community Development Director Caldwell (Attended Remotely)

PUBLIC PRESENTATIONS

Mayor Garnes invited public comment on non-agenda matters.

Joyce McHenry, 483 Second Ave. addressed the Council regarding needed repairs to Second Ave. between Davis St. and Columbus St. and asked that the matter be revisited and placed on the October 17, 2023 regular meeting agenda. She asked for assurance that the item would be on the next agenda.

Mayor Garnes was not able to provide an exact date and said that staff would look at the upcoming agenda calendar and make that determination. Consensus of the Council was to revisit the item on a subsequent agenda.

Kim Jones, 1109 Tyme Ct. addressed the Council regarding building permit fees and asked the Council to reconsider reducing fees for earthquake-related repairs. She asked why Rio Dell's building permit fees were higher than those in Fortuna and Eureka.

Mayor Garnes explained that the matter was discussed previously with the City Council and a decision was made to not reduce or refund building permit fees for earthquake-related damage.

City Manager Knopp explained that the Council cannot discuss matters that are not on the agenda noted that there is support available and encouraged Ms. Jones to contact the Disaster Case Managers through the County of Humboldt. He offered to provide her with the phone number at the end of the meeting.

Frederick Breckenridge began by stating that he comes from a long line of politicians and said that it has come to his attention that Mayor Garnes won the Democrat of the

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Year Award. He presented her with a painting of Barack Obama and congratulated her for receiving the award.

Sharon Wolff, 3 Painter St. warned everyone of a test of the nationwide emergency alert system to take place on Wednesday, October 4, 2023, at 11:40 a.m. hitting cell phones, radios, and tvs. This is a coordinated effort between the Federal Emergency Management Agency (FEMA) and the Federal Communications Commission (FCC).

Angelina Lasko, 223 Belleview Ave. addressed the Council and said that she has been working with the earthquake recovery group for 6 months now and mentioned that she saw on the agenda that there would be a presentation on the matter tonight and had some questions she would like addressed.

Mayor Garnes explained that this time was for the public to speak on matters, not on the agenda, and invited her to present her comments during the discussion of that item.

CONSENT CALENDAR

Mayor Garnes asked if any council member, staff, or member of the public would like to remove any item from the consent calendar for a separate discussion. Mayor Pro Tem Carter removed consent calendar No. 6 related to the Wastewater Superintendent position.

A motion was made by Woodall/Carter to approve the consent calendar including the following items:

- 1) Minutes of the September 5, 2023 regular meeting;
- 2) Update on address changes in the Avenues Neighborhood;
- 3) Resolution No. 1590-2023 accepting the ABC-OTS Grant awarded to the Rio Dell Police Department;
- 4) Repair of Sludge Dryer by O & M Industries in the amount of \$18,019.00;
- 5) Authorizing the Mayor to sign correspondence to Governor Newsom related to Little Hoover Commission Report on SB 1383 implementation;
- 6) Check Register for August.

Motion carried 5-0.

ITEMS REMOVED FROM CONSENT CALENDAR

Receive and File Update on Wastewater Superintendent Position

Mayor Pro Tem Carter commented on the upcoming retirement of Wastewater Superintendent Derek Taylor and thanked him for his service. She said that this past winter has been horrific for everyone and said that he was out in the dark, along with other workers in the pouring rain. She wanted it noted that these workers were out in the storm babysitting the infrastructure which are things that we don't always think about during disastrous times.

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Motion was made by Carter/Woodall to receive and file the update on the Wastewater Superintendent position. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONSCity Manager/Staff Update

City Manager Knopp provided highlights of the staff update and reminded everyone of the ongoing auction of City vehicles and equipment which is linked on the city's website and can be accessed at Govdeals.com.

He reported that staff held a mandatory pre-bid meeting on the Gateway Landscaping project with prospective contractors with one bid received. Staff will work with the AdHoc committee and bring that item back to the Council, potentially at a special meeting to further the project.

He noted that staff has been doing a lot of job advertising and recruiting, reviewing and discussing plans for the Eel River Trail and ADA compliance, having continued meetings with CalOES on earthquake disaster recovery, and mentioned there was a new section included in the staff update related to Code Enforcement.

Councilmember Woodall commended the Police Department for doing a good job thanked Community Service Officer Clark for providing the update, and sent best wishes to Officer Liam Burns with his new job at Arcata Police Department.

SPECIAL PRESENTATIONS/STUDY SESSIONSPresentation – Humboldt Area Foundation & Wild Rivers Community Foundation on Resiliency and Recovery in the Eel River Valley following the December 20, 2022 Ferndale Earthquake

City Manager Knopp provided a brief introduction of representatives from Humboldt Area Foundation and Wild Rivers Community Foundation who have been important partners in the earthquake response and recovery efforts from day one. In addition, they have been involved in the preparation work for disasters and community organizations getting things mobilized and channeling philanthropic donations. He noted that they are a critical hub for the earthquake recovery effort. The numbers demonstrate that there have been some improvements with 45 of the 64 red-tagged structures in Rio Dell repaired.

Amy Jester, Director of Policy Leadership Advocacy with Humboldt Area Foundation said that they were present to talk about the foundation's support for earthquake response and recovery. She was joined by Program Officer Ali Lee (via Zoom) Jarad Petroske, Director of Marketing and Communications, and Linda Stansberry, Project Manager.

She began the presentation by thanking and acknowledging everyone for the ongoing leadership and incredible commitment that the City and numerous other organizations have provided in dealing with the immediate response to the earthquake and the recovery process through these challenging times.

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She provided some background on what the Foundation does and explained that its role in a disaster is to fill in gaps where other resources are lacking. They connect community leaders and organizations working on response efforts to other resources and also to

advocate for the region in partnership with community leaders and organizations to ensure that governments outside of our community know what the needs are here. The other thing is to relay those needs to philanthropic organizations outside the area. Additionally, they established the Disaster Response and Resilience Fund which is activated immediately upon a disaster to be able to get resources out the door noting they were able to approve grants the second day after the earthquake hit.

She commented that they are also engaged in disaster preparedness and support COAD across the county service area and advocate with State and Federal agencies to talk about how the response could be improved when disasters hit a local area.

She turned the presentation over to Jarad to continue talking about the local disaster fund.

Jarad explained how the Disaster Response and Resilience Fund (DRRF) was established and what it does. The fund was set up in 2021 on the heels of the devastating wildfires but responds to multiple types of disasters.

He noted that all of the donations that come into the fund, have zero fees charged on them, and no fees are taken on gifts from individuals, or on any donations under \$10,000. Since the inception of the fund in 2021, they provided \$3.28 million through 152 grants.

He continued with grant highlights from January-September 2023 which included the following contributions:

- January 2023 - \$50,000 to Humboldt Made
 \$2,489 to the Mattole Valley Resource Center
 \$5,000 to Pay it Forward Humboldt (Motel vouchers, food, etc.)
- February 2023 - \$13,000 to Pay it Forward Humboldt (Critical needs for vulnerable)
- April 2023 - \$360,000 to Hope Crisis Response Network for reconstruction of Owner-occupied homes damaged by the earthquake.
 \$30,000 to the Humboldt Eel River Valley Long-Term Recovery Group (LTRG) to support recovery efforts.
- May 2023 - \$388,000 to the Arcata House Partnership to support the organization's bi-lingual (Spanish-English) Disaster Case Management Team.
- September 2023 - \$25,000 for the Humboldt Community Organizations Active in a

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Disaster (COAD) to support the group's disaster resilience efforts.

- \$3,000 to the Humboldt Eel River Valley LTRG to administer and manage the \$30,000 building and permit fee incentive program funded by the North Coast Grantmaking Partnership.
- \$10,000 to the Rio Dell-Scotia Chamber of Commerce for the Long-Term Recovery Group (LTRG) to meet unmet individual needs.

He noted that the DRRF is not made up of any government monies but comes from individual donors and philanthropies as charitable contributions. There are limitations to the recipients as they cannot grant funds to individuals so they must go to organizations, government agencies, tribal entities, and other organizations that support the community. Those organizations are not required to report on how those funds were used for 1-year.

Linda Stansberry continued with a review of the Long-Term Recovery Group (LTRG) and said that it was established as part of the best practices for disaster recovery resilience based on what they learned from philanthropic partners and other communities experiencing disasters. She explained that it was formed due to lack of FEMA funding, and the need to address unmet individual needs in the community. This is accomplished with collaboration with the Earthquake Disaster Case Management Team.

She continued with an explanation of Community Organizations Active in Disaster (COAD) versus the Long-Term Recovery Group (LTRG) and explained that COAD focuses on the big picture for the community during the response and recovery of a disaster and does not focus on individual assistance or case management, which is what the LTRG does. The LTRG is made up of a lot of community partners and their goal is to bring the community back to pre-disaster conditions by providing unmet individual needs assistance.

Mayor Garnes thanked the group for everything they had done and for the quick response to the emergency. She said that everyone has been amazing and expressed the City's heartfelt thanks and appreciation to everyone.

Mayor Pro Tem Carter reiterated the special thanks to everyone and said that as a member of the community it is easy to say that progress on the recovery must have stopped so it was nice to receive the presentation to show the community that progress has not stopped. She acknowledged that there are a lot of people working hard to help the community and the community is very lucky to have all of these wonderful organizations stepping up to help.

Councilmember Wilson thanked the group for their efforts and said he looked forward to working with them in the future.

Councilmember Woodall also thanked them for the presentation and said that people tend to forget that there is still a lot going on and it was good to let the community know that progress is being made.

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Councilmember Orr noted that there are still a lot of people struggling financially with repairs and fees and looked forward to seeing the help continue.

Mayor Garnes called for public comment on the matter.

Angelina Lasko addressed the earthquake response efforts and said that she is thankful for any help she can get but feels that the group lacks a lot of knowledge about what the community has experienced. She said that there are a lot of unmet needs and that she has been doing the same thing over and over for the past 6 months just to get a water heater replaced. She said that she is not even talking about the larger items and was told by the Unmet Needs Committee that only claims less than \$5,000 are being approved. She commented that the 19 remaining red-tagged homes are not included on that list.

She said that it is discouraging when trying to get estimates or loans for the repairs noting that she applied for a USDA grant five times and has still not heard whether she was approved. She said that the process should not be this complicated and that it needs to be scaled back and for the group to be more transparent. She indicated that her home was not red or yellow tagged yet she has no heat in her home. Others can't even go into their homes. She added that residents feel like nothing is happening and although she has seen every brochure and handout, nothing is a case study.

She commented that we can't change fault lines and avoid earthquakes but more information can be provided to know what is happening and to be better prepared for future events. She said that she was told that no one received help from Habitat for Humanity and is unaware of anyone receiving a USDA grant. She said that clear direction is needed on what residents need to do and said that she is hoping to organize a round table discussion through the Community Resource Center so everyone can come together and talk about individual unmet needs so they can better understand how to address those needs.

Supervisor Bushnell stated to the general public that Humboldt Area Foundation is not the organization Angelina should be complaining to. She said that she has received a lot of calls from Rio Dell constituents and as a result, she has asked that Habitat for Humanity provide a full report at their Board of Supervisors's meeting on October 27, 2023, showing specifically where the funding is going. She said that she hopes to get some answers at that time.

Frederick Breckenridge commented that global warming and the increase in the pressure system are causing more violent earthquakes. He asked if there was an opportunity to volunteer for these organizations.

Amy Jester indicated that there perhaps would be an opportunity to volunteer for COAD the LTRG or even some of the other organizations provided on the list.

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Mayor Pro Tem Carter thanked Angelina for coming and sharing her story and said that it is important to hear what is going on in the community. She said that she has spent a good amount of time at the Resource Center with the Disaster Case Manager and has

heard various stories from residents experiencing the same frustrations as well as those who have been patient and worked through the process and were successful. She noted that awareness is key and encouraged everyone to work through the process.

Linda Stansberry stated for clarification that the case management process is confidential so details about individual cases cannot be shared.

Amy Jester added that the Humboldt Area Foundation is one of many organizations including Humboldt Made, Changing Tides, Arcata House Partnership, Family Resource Center and others that she is sure would be happy to come and provide a presentation to the City Council if they are interested and thanked the Council once again for the opportunity to provide the presentation.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

Unmet Transit Needs Public Hearing

Steven Luther, Associate Planner from HCAOG was present via Zoom to provide a presentation and context and information about the state of the regional transit system. He explained that the public hearing is about the use of the local transportation funds which is the major source of funding for public transit. He reviewed the approved amount allocated to the Rio Dell over the past two fiscal years and the amount used for streets and roads which was \$88,000 out of \$142,000 representing 62% of the allocation used for streets and roads, with no reasonable needs to meet presented.

He noted that the Humboldt Transit Authority is the largest transit provider for Rio Dell with 446,000 passengers utilizing the transit system annually.

He reviewed service efficiency standards, and cost effectiveness and productivity standards.

Some of the new developments included HTA doing a brand update to brand the various services such as bus tickets and individual looks under the brand "Ride Humboldt." This will make it easier for people to choose transit and to transfer between the different lines. One of the ways this will be possible is through credit card validators that are on all of the HTA buses. It allows riders to use a debit or credit card with a "tap to pay" feature and pay \$2.00 to ride over the next two hours including transfers to other buses under the same \$2.00. They also offer a \$50 monthly all-services pass.

He said the other new development is Micro-transit which works similarly to Uber or Lyft and opens up dial-a-ride services to the general public. Other new services include service from Valley West to Cal-Poly and the Redwood Coast Express which will be a direct service from Eureka to Ukiah anticipated to start in January 2024.

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Some of the known transit needs included a more frequent service, Sunday rides, and later rides on Friday and Saturday nights. These needs were determined reasonable to meet so they are working with HTA to fund those requests.

Another request was to have earlier and later rides on weekdays. The basic need for this would be to hire more drivers and encouraged the public to check out the job description. He also reminded the public that anyone unable to attend the public hearing and would like to comment on an unmet transit need to go to the form linked at the project page <https://hcaog.net/documentsts/unmet-transit-needs> or visit the survey directly at <https://bit.ly/humboldttransit>.

Mayor Garnes commented that this week is “Don’t Drive Your Car Week” and pledged not to drive. She said that she was scheduled to attend an HTA meeting tomorrow at 9:00 a.m. but the bus that leaves Rio Dell comes too late to make it to the meeting on time so she will be attending the meeting via Zoom. She said that establishing earlier routes is one of the things that is very important to a lot of people. Also, having a way to better reach out to the community, perhaps with flyers or a poster on the bus letting the community know about the public hearings to address unmet transit needs. She said that a lot of people don’t know that they have a voice.

Mayor Garnes opened the public hearing to receive public comment on unmet transit needs.

An unidentified member of the public said that she would love to use the transit system but she would have to leave Rio Dell at 6:00 a.m. to get to her job in Eureka. Now that gas is so high, she spends approximately \$250.00 a month to drive to work. She said that it would be nice to be able to catch the bus at a decent hour to be able to get to work. If the buses could travel more than once every hour, she would be less likely to drive to work thus saving gas. She commented that she loves riding the bus and, in the past, rode it every day from Arcata to College of the Redwoods to go to school.

There were no further public comments and the public hearing closed.

Staff was directed to forward comments from the public hearing to HCAOG.

Authorize the Proposed Location for Gateway Outdoor Exercise Equipment

City Manager Knopp provided a staff report and said that the outdoor exercise equipment which was part of the Clean California Grant, was intended to be installed at Memorial Park. In working with the architect on the project and trying to find the exact correct location, it was determined that there are no viable locations for the exercise equipment in Memorial Park due to tree roots, overhead power lines, and other limitations.

In a meeting with the AdHoc committee members Mayor Garnes and Mayor Pro Tem Carter, they discussed some of the alternate locations and agreed on the location at the “Triangle Garden Park.” The City requested and was approved for a scope change since this location is outside of the original grant perimeter.

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He said that the staff is proposing to relocate the exercise equipment to this location and receive Council input. One of the options would be to move the Blue Star Memorial rock to Memorial Park or to leave it at its current location. He said that the staff is eager to get the final design to the architect and the project out to bid.

Mayor Garnes commented that she and Mayor Pro Tem Carter met with the City Manager to discuss potential locations for the equipment and moving the site to the Triangle Garden Park seemed to be the best solution. They also discussed whether it would be disrespectful to relocate the Blue Star Memorial Rock or if it should remain at its existing location.

Councilmember Woodall commented that the Garden Club members went through a lot to put the memorial rock there and it's a great location because cars often stop in front of the park, see the memorial then walk over to the Shell station. She said that people did a lot to get the rock there and was not in support of relocating it. She asked if the location for the exercise equipment could be moved back away from the memorial rock and flowers or to the right of the proposed location.

City Manager Knopp explained that the map represents a rough approximation and can easily be moved to the north although would not recommend moving it further south or too much to the west because of the existing trees. He said that it could be moved northwest and back away from the flower garden. Rather than the ADA access going through the current location at the Blue Star Rock, it could wrap around the side.

Councilmember Woodall commented that Jenny Gillam does a lot of work on her own time making the garden look nice and would rather not have the exercise equipment located right behind the flowers.

Councilmember Orr agreed that the Blue Star Memorial Rock should not be moved and said that relocating the exercise equipment away from Memorial Park would make some kids and residents in that area very happy.

Mayor Garnes called for public comment on the matter. No public comment was received.

A motion was made by Woodall/Carter authorizing the relocation of the exercise equipment to the Triangle Garden Park as proposed. Motion carried 5-0.

Discussion on Management Analyst Position and Possible Changes to the Personnel Allocation in the City

City Manager Knopp provided a staff report and said that staff is looking at possible changes to the personnel allocation in the City. This includes a possible recommendation to alter or eliminate the management analyst position and create a similar position that is more focused on public works projects and departmental management. He said staff has been looking at the workload over the next couple of years in terms of earthquake recovery as the City has multiple infrastructure projects including in wastewater and roads in addition to ever-increasing requirements in public works in general. Whether it is related to

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regulatory wastewater compliance or in other areas, there is definitely the need for additional resources in this area.

He noted that the management analyst position is an important position to have to help push economic development but with a little bit of moving around existing staff resources, we can still maintain forward momentum on the economic development plans.

He said that staff is still investigating the best option in moving forward which includes potential changes in public works staffing or potentially contracting out specific functions to well-qualified labor-specific jobs across the spectrum of various diverse projects that need to be accomplished across the board; not necessarily just in public works.

Councilmember Wilson questioned the cost of creating the new position.

City Manager Knopp indicated that it would be net neutral since the management analyst position was already allocated in the current budget.

Councilmember Wilson asked if the intent is to create a new full-time position in public works.

City Manager Knopp explained that currently there is an unfilled management analyst position so the idea is to determine the most efficient use of resources and pointed out that there is no full-time Public Works Director with a large amount of work that needs to be accomplished.

Councilmember Wilson commented that part of the City Manager's job is to serve as Public Works Director and is tasked with performing administrative functions for public works. He said that the City has a Water/Roadways Superintendent and a Wastewater Superintendent and adding another full-time position with full benefits for short-term projects which would go on in perpetuity doesn't seem as cost-effective as contracting out for individual projects. He said that he doesn't have a problem with eliminating the management analyst position and keeping those funds in the budget to be used to contract out for short-term projects.

Councilmember Woodall asked if it would be cheaper to contract out projects.

City Manager Knopp said that it might not necessarily be cheaper but some of these projects are time-limited that would not require a full-time position.

Councilmember Woodall said that she would like to see a job description and the required qualifications for the new position before deciding which way to go.

City Manager Knopp noted that the City Council would approve the new job classification.

Mayor Garnes asked if the idea is to have staff continuity.

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City Manager Knopp agreed that continuity is important but at the same time, resources are restricted so there is no perfect solution where there is additional staffing and additional expert contract assistance. He pointed out that the need is not necessarily exclusive to public works so staff needs to be applying for additional grants.

He said that there are advantages and disadvantages to both sides and it will be a challenge to find the perfect fit. He said that it may be time to re-think the strategy in terms of focusing on the more near-term 2-3-year time frame to accomplish projects.

Staff will bring the item back for further discussion at a subsequent meeting.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Carter reported on her attendance at the Cal Cities Annual Conference and said that she learned a lot of things and also commented on a lot of things. She said that she used the opportunity to spread Rio Dell's story to anyone who would listen about the earthquakes and storms because a lot of people from larger cities don't know what we have been going through.

She said that she also participated in the river clean up on Saturday put on by the Scotia-Rio Dell Kiwanians and thanked them for sponsoring the event.

She announced that she would be attending a Chamber of Commerce meeting on Friday at noon where they would be discussing plans for the Christmas holiday. In addition, on October 14, 2023, she will be representing the City of Rio Dell at a Great Redwoods Trail event from 11-3 at the Dyerville exit 663. She said that they are still looking for a couple of volunteers to help manage parking so if anyone is interested in volunteering, to let her know.

Councilmember Orr reported that the September HCAOG meeting was canceled so had nothing to report until the next meeting at the end of the month.

Councilmember Wilson said that he attended an HWMA meeting and said that the board approved sending the letter to Governor Newsom expressing support for the Little Hoover Commission report regarding SB 1383 implementation and awarded transportation and organics processing services to Cold Creek Compost.

Mayor Garnes reported that she also attended the Annual Cal Cities Conference and that she also learned a lot and talked a lot about what is going on in Rio Dell. She said that she would be attending the Great Redwood Trails event and would be attending an HTA meeting here tomorrow via Zoom. She thanked all of the people who volunteered for the river clean-up event.

ADJOURNMENT

A motion was made by Carter/Woodall to adjourn the meeting at 7:30 p.m. to the October 17, 2023 regular meeting. Motion carried 5-0.

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Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

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

Ref#	Date	Vendor	Description	Amount
12372	9/06/2023	[5381] ALTERNATIVE BUS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR AUGUST 2023 - City Hall & COPIER CHARGES FOR AUGUST 2023 - PD	728.20
12373	9/06/2023	[4949] ASAP Lock & Key	Keys	18.72
12374	9/06/2023	[2293] CITY OF FORTUNA	Police Dispatch August 2023	6,328.33
12375	9/06/2023	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 8/25/2023	150.00
12376	9/06/2023	[6577] EVERBRIDGE, INC.	Nixle Engage - Quote #Q-138353	3,000.00
12377	9/06/2023	[5052] GHD, INC	Professional Services Rendered Through 8/26/2023, Professional Services Rendered Through 8/26/2023 - Rio Dell Eel River Trail	21,397.48
12378	9/06/2023	[6486] GREEN TO GOLD ENTERPRISES LLC	Pipe, Chain and Padlock, Hammer Bits	73.31
12379	9/06/2023	[6008] SABRINA M LUMPKIN	Reimbursement: AutoZone Purchase Battery for Officer Landry's Patrol Car	218.99
12380	9/06/2023	[6998] MAD RIVER COMMUNITY HOSPITAL	Pre-Employment Physical & Drug Test, Pre-Employment Physical & Drug Test	667.50
12381	9/06/2023	[2301] MARK A. CLEMENTI, Ph.D.	Pre-Employment Psychological Evaluation	774.00
12382	9/06/2023	[2551] MIRANDA'S ANIMAL RESCUE	Animal Control for August 2023	1,900.00
12383	9/06/2023	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD, MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; ANTIBACTERIAL FOAM HAND SOAP; CLEAN MOP HEAD	444.15
12384	9/06/2023	[5934] NORTH COAST JOURNAL, INC	Employment Opportunities Ads, Employment Opportunities Ads, Employment Opportunities Ads, Employment Opportunities Ads	649.50
12385	9/06/2023	[2569] NORTH COAST LAB, INC.	ELAP Certification Fee, THM by EPA 624	500.00
12386	9/06/2023	[7167] NORTH PACIFIC CARDIOLOGY MEDICAL	ELAP Certification Fee, Total Coliform Bacteria 3X5	45.00
12387	9/06/2023	[2619] PITNEY BOWES, INC.	QUARTERLY LEASING PAYMENT 6/30/2023 - 9/29/2023	180.85
12388	9/06/2023	[6349] RECOLOGY EEL RIVER	Abatement Cleanup, 30yd Debris Box	3,427.40
12389	9/06/2023	[2664] ROGERS MACHINERY INC	Short Paid by Tax Amount	541.54
12390	9/06/2023	[2693] SHELTON'S AUTO LUBE	Oil Change '21 Ford Explorer	96.24
12391	9/06/2023	[7316] SILKE COMMUNICATIONS SOLUTIONS, INC	Volt Rapid Charger	77.98
12392	9/06/2023	[1062] JEAN THOMPSON	REFUND	127.58
12393	9/06/2023	[2750] USA BLUEBOOK	Float Switch, Testing Equipment	1,7
12394	9/06/2023	[2779] WILDWOOD SAW	Service on Concrete Saw	2
12395	9/13/2023	[2293] CITY OF FORTUNA	Purchase Police Vest	9
12396	9/13/2023	[2340] DEPT OF JUSTICE ACCT OFFICE	Blood Alcohol Analysis for August 2023	1
12397	9/13/2023	[2889] EEL RIVER TRANSPORTATION & SALVAGE	Towing of Jet Ski Trailer	1

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

Ref#	Date	Vendor	Description	Amount
12398	9/13/2023	[2386] EUREKA RUBBER STAMP CO.	Glassy Gold Bar w/ Black Lettering, Black and White Name Plate	44.48
12399	9/13/2023	[6486] GREEN TO GOLD ENTERPRISES LLC	Water Heater Connector, Nozzle	33.26
12400	9/13/2023	[2447] HILFIKER PIPE CO.	Pro-Stick	159.51
12401	9/13/2023	[7475] LEAF CAPITAL FUNDING LLC	Lease of Kyocera TA 308ci Copier System	499.56
12402	9/13/2023	[6998] MAD RIVER COMMUNITY HOSP	Pre-Employment Physical, Evaluation, & Drug Testing	341.25
12403	9/13/2023	[2301] MARK A. CLEMENTI, Ph.D.	Pre-Employment Psychological Evaluation	774.00
12404	9/13/2023	[2569] NORTH COAST LAB, INC.	Ammonia Nitrogen - Un-ionized (calculation), Ammonia Nitrogen w/o Distillation, ELAP Certification fee, Haloacetic Acids, Nitrate and/or Nitrite, THM by EPA 624, Total Nitrogen	905.00
12405	9/13/2023	[6825] OPTIMUM	ELAP Certification fee, Haloacetic Acids, Trihalomethanes	900.00
12406	9/13/2023	[2601] PETERSON	INTERNET SERVICES SEPTEMBER 2023	238.60
12407	9/13/2023	[6349] RECOLOGY EEL RIVER	Battery	200.91
12408	9/13/2023	[2659] RIO DELL PETTY CASH	Trash Bag Sales for August 2023	5.43
12409	9/13/2023	[7645] SANTA ROSA UNIFORM & CAREER APPAREL	8X11 Frame Shirt, Pants, and Duty Belt	279.52
12410	9/13/2023	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR SEPTEMBER 2023	166.54
12411	9/13/2023	[2715] STEWART TELECOMMUNICATION	Phone Lines PD - October 2023	221.96
12412	9/13/2023	[6373] THATCHER COMPANY, INC.	Aqua Ammonia 25% TECH - 375 # Drum	1,206.64
12413	9/13/2023	[5591] UROZ, GEORGIANNA	CREDIT REFUND, CUSTOMER DEPOSIT REFUND	300.00
12414	9/13/2023	[2750] USA BLUEBOOK	Algae Brush, Fiberglass Pole, Skimming Net, Manhole Net	590.22
12415	9/13/2023	[5647] WHITCHURCH ENGINEERING, INC.	Engineering Services for Drainage Project at and Between Ogle and Bellevue Avenues	1,305.00
12416	9/21/2023	[0576] 101 AUTO PARTS	Parts	12.96
12417	9/21/2023	[7237] BPR CONSULTING GROUP	Barrote Garage 1270 Eeloa Ave; Margro Building Remodel 117 Wildwood Ave; Sauers Garage 225 Smither Ct; Davis Earthquake Repair 140 River Rd	1,276.46
12418	9/21/2023	[4063] CITY OF FERNDALE	Background Investigations - August Covera	1,007.42
12419	9/21/2023	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 9/8/2023	135.00
12420	9/21/2023	[2889] EEL RIVER TRANSPORTATION & SALVAGE	Hauling of 2002 Dodge RAM 1500 from and back ERTS Yard	400.00
12421	9/21/2023	[7356] GRAINGER, INC.	Overload Relay, Slotted Shim	4
12422	9/21/2023	[2437] HACH	Reagent Set, Chlorine Total CL17, Reagent Set, Chlorine Free CL17	4
12423	9/21/2023	[2501] KEENAN SUPPLY	Wharf Hydrant w/cap an Chain; Hex Brush	3

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

Ref#	Date	Vendor	Description	Amount
12424	9/21/2023	[2569] NORTH COAST LAB, INC.	ELAP Certification Fee, Haloacetic Acids, THM by EPA 624, ELAP Certification fee, EPA 3050B Metals Digestion, EPA 6010B, Mercury, Total Solids as Percent, ELAP Certification fee, Fecal Coliform Bacteria 3X5	926.00
12425	9/21/2023	[3287] NORTH COAST UNIFIED AQMD	ELAP Certification fee, Total Coliform Bacteria 3X5 ANNUAL RENEWAL FEE; AIR TOXICS FEE; AIR MONITORING FEE; GREENHOUSE GAS & SURCHARGE FEE	950.53
12426	9/21/2023	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR OCT. 2023, Setup Accountant's New Printer	3,255.00
12427	9/21/2023	[2319] OPTIMUM BUSINESS	PUBLIC WORKS INTERNET & CITY HALL/ PW PHONE SERVICES 9/10/23 - 10/09/23	333.47
12428	9/21/2023	[6621] PAPE MACHINERY	Tractor Repair	300.35
12429	9/21/2023	[2601] PETERSON	Generator Maintenance, Portable Generator Maintenance	2,859.52
12430	9/21/2023	[3343] PITNEY BOWES RESERVE ACCT	Postage Purchased for Reserve on 9/6/2023	400.00
12431	9/21/2023	[2619] PITNEY BOWES, INC.	2 Qty DM 100I Red Ink Ctg (1Box)	198.56
12432	9/21/2023	[2750] USA BLUEBOOK	CL 17 Kit, CL17 Analyzer	4,523.60
12433	9/21/2023	[2772] WENDT CONSTRUCTION, INC	Earthquake Repairs - Center St, Earthquake Repairs - Birch St, Earthquake Repair - North St, Hydrant Repair at Rio Dell School	10,912.20
12434	9/21/2023	[2787] WYCKOFF'S	Valve Kit, Water Line, Adapter, Ball Valve, Plug and Pipes	142.20
12435	9/27/2023	[2304] COLLEGE OF THE REDWOODS	Use and Maintenance of the Firearms Range	285.00
12436	9/27/2023	[2340] DEPT OF JUSTICE ACCT OFFICE	First Aid/CPR/AED/Narcan Class for Beauchaine	35.00
12437	9/27/2023	[2356] DOWNEY BRAND LLP	Blood Alcohol Analysis for July 2023	595.00
12438	9/27/2023	[2394] FEDEX	Services Rendered Through August 31, 2023; Permitting & Regulatory Issues Shipping	82.43
12439	9/27/2023	[2405] FORTUNA ACE HARDWARE	Distilled Water, Tape, Brass Keys	63.01
12440	9/27/2023	[3907] BOB FRAYER	CUSTOMER DEPOSIT REFUND	300.00
12441	9/27/2023	[5765] GARNES, DEBRA	Reimbursement Travel for CalCities Div. Annual Conf.	1,138.35
12442	9/27/2023	[6486] GREEN TO GOLD ENTERPRISES LLC	Monterey BT Organic Insecticide, Wooden Rake	51.85
12443	9/27/2023	[7651] METRON-FARNIER, LLC	Test Run Parts for Cellular System Meters	4,518.75
12444	9/27/2023	[2569] NORTH COAST LAB, INC.	ELAP Certification Fee, Lead & Copper ICPMS, ELAP Certification Fee, Haloacetic Acids, Nitrate and/or Nitrite, THM by EPA 624, Total Dissolved Solids, Total Nitrogen	1,880.00
12445	9/27/2023	[6100] NORTHERN CALIFORNIA GLOVE	Gloves, Earplugs, High Visibility Pants and Sweaters	975.05
12446	9/27/2023	[4215] ROCHA'S AUTOMOTIVE, INC.	Earplugs, Hardhats, High Visibility Pants and Jackets, Goggles, Muck Boots	1
12447	9/27/2023	[7645] SANTA ROSA UNIFORM & CAREER APPAREL	Oil Change for '22 RAM 2500 Ladies Long Sleeve Wool Shirt, Ladies Wool Pant, Pant Belt	3

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

Ref#	Date	Vendor	Description	Amount
12448	9/27/2023	[7585] SWEAT PANDA FORTUNA, LLC	Unlimited Month to Month Membership w/Auto Renew, Unlimited Month to Month Membership w/Auto Renew	636.00
12449	9/27/2023	[3917] VERIZON WIRELESS	Safety Phones PD & PW (& Mayor): Aug 17 - Oct 16, 2023	656.33
12450	9/27/2023	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR OCTOMBER 2023	391.07
Total Checks/Deposits				93,630.16

Ref#	Date	Vendor	Description	Amount
9837252	9/01/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR MISSIONSQUARE RETIREMENT ONLINE PAYMENT FOR PPE 08/25/2023	-11707.42
9052023	9/05/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR DELTA DENTAL ONLINE PAYMENT FOR OCTOBER FY2023-2024	-2163.27
456-544	9/05/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 08/25/2023	-2944.92
4530735	9/05/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 08/25/2023	-17046.66
9168688	9/11/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR WEXBANK/SHELL FUEL CO PAYMENT FOR AUGUST/SEPTEMBER 2023.	-4122.42
DISPUTE	9/11/2023	WITHDRAWAL	CREDIT CARD DISPUTE FROM INTELLIPAY. Customer will be charged for this fee.	-11.34
9082023	9/12/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR MISSIONSQUARE RETIREMENT ONLINE PAYMENT FOR PPE 09/08/2023	-11558.96
9837258	9/15/2023	WITHDRAWAL	US BANK ANALYSIS SERVICE CHARGE FOR SEPTEMBER 2023	-92.25
189-584	9/18/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 09/08/2023	-2866.03
429158	9/18/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 09/08/2023	-16571.28
9837254	9/19/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR BENEFIT BRIDGE PAYMENT FOR OCTOBER FY 2023-2024	-29703.16
9837253	9/19/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR DEARBORN LIFE INSURANCE PAYMENT FOR OCTOBER FY2023-2024.	-465.00
9837255	9/19/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR SEPTEMBER 2023	-25015.64
9837257	9/19/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR BANK OF AMERICA CREDIT CARD PAYMENTS FOR AUGUST & SEPT 2023.	-11791.01
9837256	9/25/2023	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE PAYMENT FOR OCTOBER FY2023-2024	-402.04
Total EFT's/Bank Withdrawals				-136,461.40

Ref#	Date	Vendor	Description	Amount
TRX TO PR	9/14/2023	TRANSFER FROM CHECK TO PAYROLL ACCT	TRANSFER TO PAYROLL ACCT FOR PPE 09/08/2023	-43868.41
TRX TO PR	9/28/2023	TRANSFER FROM CHECK TO PAYROLL ACCT	TRANSFER TO PAYROLL ACCT FOR PPE 09/22/2023	-46255.00
Total Transfer Between Accounts				-90,123.41

Ref#	Date	Vendor	Description	Am
9152023	9/15/2023	WITHDRAWAL	DEBIT CARD - PURCHASE MONTHLY accessWidget SOFTWARE FOR WEBSITE	-
7125872	9/28/2023	WITHDRAWAL	DEBIT CARD - POSTAGE TO MAIL U/B BILLS FOR SEPTEMBER 2023	-5
Total Debit Card Withdrawals				-5

Section K, Item 2.



Staff Highlights – 2023-10-17

City Council

City Manager

City Clerk

Processed Nine (9) Building Permit Applications:

100 Pacific Ave. – Re-Roof Residence
966 Pacific Ave. – Re-Roof Residence
775 Pacific Ave. – Min-Split Pump System
423 Painter St. – Foundation
1363 Eeloa Ave. – Earthquake Repairs
420 Third Ave. – Sewer Lateral/Cleanout
795 Pacific Ave. – Remove Retaining Wall
306 Wildwood Ave. – Brace & Bolt Foundation Seismic Retrofit
324 Cherry Lane – Brace & Bolt Foundation Seismic Retrofit

Processed Two (2) Business License Applications:

Humboldt Home Maintenance & Construction – Non-Resident Contractor
Redwood Curtain Construction (Jeremy Burns) – Non-Resident Contractor

Misc.

Submitted Letter to Dept. of Housing & Community Development Re: Bremer MH
Submitted CHF/CIRB Building Permit Report for September
Submitted U.S. Department of Census Employment Report for October
Attended Humboldt Eel River Long-Term Recovery Group Meeting 10/12/23
Submitted Request for Full Reconveyance for Petranoff CDBG Loans

City Attorney

Human Resources, Risk & Training

Finance Department



Work with Mayor Pro tempore Carter and Friends of the Eel to establish a presence for Rio Dell at the Great Redwood Trail Community Event on October 14 at the Dyerville Overlook

Successful completion of the surplus auction

Completed documentation for SCORE as part of their audit

Coordinate efforts between City Contract Engineers and Caltrans to progress work on earthquake-damaged roadways

Enroll the City of Rio Dell in the Low-Income Household Water Assistance Program (LIHWAP) through the updated obligation deadline (March 31,2024)

Meeting with State stakeholders regarding water CIP Grant, Painter Street Sewer Line Replacement, and SSES

Executed Utility Request letter for the Rio Dell Drinking Water Infrastructure Improvement Project

Working to update the City of Rio Dell Agency QAP Renewal per Caltrans guidelines with GHD

Meeting with USDA representative reviewing USDA RD programs

Submitted signed ABC Police Grant Resolution and Grant Agreement

CHP CTFGP Q1 Invoice and Report completed

Closeout Providence(bikes) and McLean Foundation(flashlights/CERT Training) grants awarded to the Rio Dell Police Department

Communicated tax expectations with the cannabis community

Provide updates to CleanCA reps updating progress on grants

Follow-up on City's Façade Improvement Project taking place- 70 Wildwood Avenue

Preparing to close out FY 22-23.

Public Works Water

Replaced water service saddle for 150 Davis St

Repaired leak on monument in 1110's Driveway

Completed shutoffs for nonpayment

Temporarily Opening up road leading to infiltration gallery pumps for equipment repair



Monthly Water report

Annual Water testing

Replaced Water treatment plant finished water booster pumps

Order maintenance and analyzer parts for water treatment plant, floats, transducers and pH probes due to warn out or expired components.

Preparations for Water Facility Inspection on Wednesday, Oct 18th.

Public Works Wastewater

Temporarily patched/ graded manholes damaged from earthquake on Belleview and Riverside

Sewer jetting hotspots

(Andres) Helped removed duck weed from clarifiers at the sewer plant

Routine Collection system cleaning and maintenance.

3 Sewer lateral inspections.

Assisting utility crew with street patching and pothole repairs

Chloramine trial is going very well.

Ordered replacement Chlorine tanks and Scheduling delivery of Replacement Chlorine generator.

Generator Start up for Fern St lift station is complete. Both lift stations have new CAT generators and are operational.

Finishing up 3rd QTR compliance testing and Reporting.

Interview for Operator, Utility and Wastewater Superintendent positions.

Public Works Streets, Buildings and Grounds

Cleaned shop

Cleaned storms drains around town.

Replaced stop signs on Third/Dixie and fourth/Dixie

Replaced stop sign on Third/Davis

Paint STOP bars at stop signs.



Temporarily repaired dip/sinkhole by 1285 Eeloa Ave

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of September 27 to October 10, 2023. The summation of Calls for Service may be greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Allen	21	2	0
Conner	9	1	0
Beauchaine	44	1	0
Landry	6	1	0
Burns	22	1	1
House	45	6	2
Sierra	44	6	2
Felder	21	1	0
Clark	19	0	N/A
Totals	193	19	5
Averages	13.8 per day	9.5 per week	2.5 per week
2022 Yearly Average	14.1 per day	12.7 per week	5.7 per week

Calls for Service at 355 Center Street

Type	Date	Time	Location	Primary Unit	Case #
MP	09/29/2023	13:32:18	355 CENTER ST	R619	23-0000414
415V	09/30/2023	09:25:46	355 CENTER ST	R619	

415V – Verbal argument

MP – Missing person

R619 – Officer Aimee House

During the period of September 27th to October 10th, 2023, there were eleven calls for service relating to animal control. One dog, one cat, and three kittens were taken to Miranda’s rescue. The dog was retrieved by a family friend who was caring for the animals while the family was on vacation. Community Services Officer Mary Clark picked up an injured, female mallard that had been detained overnight by a concerned family. The duck was transported to the Humboldt Wildlife Rescue, where its prognosis was good.



On September 30, 2023, Officer Burns responded to a residence where a man and woman were arguing. Officer Burns learned that the couple had agreed to part ways some time before, but continued to share the same abode. As time went on, the man began to rethink his decision to leave, while the woman was adamant that he do so. This led, in part, to the evening's argument. The woman began to record the man's statements, including an indirect threat. This angered the man and he took the phone from his ex-partner. The woman was able to get out of the room and use her son's phone to call 911. The man tried to prevent this also and the phone was damaged in the process. The ten-year-old son was able to complete the call and summon Officer Burns. The man was arrested for domestic violence, vandalism, and preventing a person from calling 911. In addition, an emergency protective order was granted that forced the man to move out of the house.

On October 4, 2023, Sergeant Beauchaine and Officer Sierra were dispatched to a domestic violence incident that had just occurred. The two officers learned that a couple who had separated were in a car discussing which parent would care for their children. The discussion became heated. The man ordered the woman to get out of the car. When she tried to do so, however, the man accelerated and left her hanging part way out of the car. This was witnessed by an off-duty officer from another jurisdiction. The man then struck the woman twice in the head and once in the throat before stopping so that she could get out. Sergeant Beauchaine and Officer Sierra went to the man's residence to get his version of the event. His vehicle was there, but no one answered the door. A Be On the Lookout (BOLO) was issued for the arrest of the man for domestic violence charges while the officers seek a warrant for his arrest.

There has been a significant increase in theft from unlocked vehicles. Most occurring during the late night/early morning hours. Press release will go out reminding the community to remove their belongings from their vehicles and lock their doors.

Community Development Department

Review Dazzi addition plans, prepare Plan Check Agreement refer to BPR for review.

Final roof inspection 510 Painter Street.

Final roof inspection 508 First Avenue.

Process vacation rental application, public noticing, nailing list and inspection 2410 Rio Vista Lane.

Inspection 140 N. Pacific Ave, foundation repairs units 10 and 11.

Review and approve Solar Plans 150 Butcher Street.

Attend Energy Code "What's New – Residential Standards" webinar.

Inspection 1111 Eeloa Avenue, fireplace framing.

Coordinate with recorder's office regarding Eel River Trail



Roof Inspections 233 Cherry Lane

Solar Inspections 150 Butcher Street

Review and approve Grading Plan 1275 Northwestern Ave

Roof Inspection 223 Ogle Ave

Water Heater Inspection 223 Belleview Ave

Foundation Inspection 140 River Street

Prepare address letters to property owners and tenants, mail out.

Review and approve Engineer's Report Foundation 279 Sequoia Ave

Framing/Shear Inspection 53 W. Center Street

Follow-up to Whitchurch Engineering Re: Opinion of Probable Costs Belleview/Ogle Drainage Improvements.

Framing/Wood Stove Inspection 126 Fern Street.

Follow-up email re: Smoke and Carbon Alarm Affidavits 780 Wildwood Ave.

Final Inspection 250 Monument, retaining wall, fireplace chase and woodstove.

Inspection 240 Monument – woodstove.

Final Inspection new windows 106 Painter Street.

Final Inspection foundation anchoring, rim joists, shear and siding, minor shingle repair 53 W. Center Street.

Siding/chimney inspection 160 Monument. Corrections required (chimney height).

Intergovernmental

Humboldt-Rio Dell Business Park

*675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)*



DATE: October 17, 2023
TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager
FROM: Travis Sanborn, Finance Director
SUBJECT: USDA Grant Discussion

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Discuss upcoming USDA Rural Development (RD) Direct Loan / Grant Opportunities

BACKGROUND AND DISCUSSION

City staff met with our local USDA Community Programs Specialist to discuss future direct loan and grant opportunities for the City of Rio Dell, including Community Facilities, Water and Waste Disposal Loan/Grant opportunities, and 2022-2023 USDA Disaster Grant Funding. The Community Program Specialist recommended the City explore the Disaster Grant Funding opportunity to offset costs associated with the December 2022 Earthquake disaster. Ideas included projects that would help offset the City’s liability associated with the CDAA approved list of projects or support the City in addressing sewer lateral damage due to the earthquake. City staff intends to submit a project proposal to USDA representatives within the next few weeks.

ATTACHMENTS:

1. Community Facilities Direct Loan & Grant
2. Water & Waste Disposal Loan & Grant Program

Water & Waste Disposal Loan & Grant Program

What does this program do?

This program provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas.

Who may apply?

This program assists qualified applicants who are not otherwise able to obtain commercial credit on reasonable terms. Eligible applicants include:

- **Most state and local governmental entities**
- **Private nonprofits**
- **Federally recognized Tribes**

What is an eligible area?

Areas that may be served include:

- Rural areas and towns with populations of 10,000 or less – check eligible addresses
- Tribal lands in rural areas
- Colonias

What kinds of funding are available?

Long-term, low-interest loans. If funds are available, a grant may be combined with a loan if necessary to keep user costs reasonable

How may the funds be used?

Funds may be used to finance the acquisition, construction, or improvement of:

- Drinking water sourcing, treatment, storage, and distribution
- Sewer collection, transmission, treatment, and disposal
- Solid waste collection, disposal, and closure
- Storm water collection, transmission, and disposal

In some cases, funding may also be available for related activities such as:

- Legal and engineering fees
- Land acquisition, water and land rights, permits, and equipment
- Start-up operations and maintenance

- Interest incurred during construction
- Purchase of facilities to improve service or prevent loss of service
- Other costs determined to be necessary for completion of the project
- See 7 CFR Part 1780.7 and 1780.9 for a complete list

What is the loan term and rate?

The loan term is up to a 40-year payback period, based on the useful life of the facilities financed with a fixed interest rate. The interest rate is based on the need for the project and the median household income of the area to be served. Contact us for details and current interest rates applicable for your project.

Are there additional requirements?

- Borrowers must have the legal authority to construct, operate, and maintain the proposed services or facilities.
- All facilities receiving federal financing must be used for a public purpose.
- Partnerships with other federal, state, local, private, and nonprofit entities that offer financial assistance are encouraged.
- Projects must be financially sustainable.

How do we get started?

Applications are accepted year round and may be filed electronically using [RD Apply](#). The [RD Apply Customer Help Guide](#) is provided to help you get started and work through the application process. Applications are also accepted through your [local RD office](#). Program resources are available online (i.e., forms, guidance, certifications, etc.).

Who can answer questions?

Contact the local representative who serves your area. Participating nonprofits in your area may also offer assistance and training.

What governs this program?

- Basic Program – [7 CFR, Part 1780](#)
- Loan Servicing – [7 CFR, Part 1782](#)
- Section 306 of the Consolidated Farm and Rural Development Act

Why does USDA Rural Development do this?

This program helps very small, financially distressed rural communities extend and improve water and waste treatment facilities that serve local households and businesses. Good practices can save tax dollars, improve the natural environment, and help manufacturers and businesses to locate or expand operations.

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled “*What Governs This Program?*” You may also contact your [local office](#) for assistance. You will find additional forms, resources, and program information at [rd.usda.gov](#). *USDA is an equal opportunity provider, employer, and lender.*

Community Facilities Direct Loan & Grant

What does this program do?

This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial, or business undertakings.

Who may apply for this program?

Eligible borrowers include:

- **Public bodies**
- **Community-based nonprofit corporations**
- **Federally recognized Tribes**

What is an eligible area?

Rural areas including cities, villages, townships, and towns including Federally recognized Tribal lands with no more than 20,000 residents according to the latest U.S. Census Data are eligible for this program.

How may funds be used?

Funds can be used to purchase, construct, and/or improve essential community facilities, to purchase equipment, and to pay related project expenses.

Examples of essential community facilities include:

- Healthcare facilities such as hospitals, medical clinics, dental clinics, nursing homes, or assisted living facilities
- Public facilities such as town halls, courthouses, airport hangars, or street improvements
- Community support services such as child care centers, community centers, fairgrounds, or transitional housing
- Public safety services such as fire departments, police stations, prisons, police vehicles, fire trucks, public works vehicles, or equipment
- Educational services such as museums, libraries, or private schools
- Utility services such as telemedicine or distance learning equipment

- Local food systems such as community gardens, food pantries, community kitchens, food banks, food hubs, or greenhouses

For a complete list see Code of Federal Regulations 7 CFR, Part 1942.17(d) for loans; 7 CFR, Part 3570.62 for grants.

What kinds of funding are available?

- Low interest direct loans
- Grants
- A combination of the two above, as well as our loan guarantee program. These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

What are the funding priorities?

- Priority point system based on population, median household income
- Small communities with a population of 5,500 or less
 - Low-income communities having a median household income below 80% of the state nonmetropolitan median household income.

Community Facilities Direct Loan & Grant

What are the terms?

Funding is provided through a competitive process.

Direct Loan:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicants authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, contact us for details and current rates.
- Once the loan is approved, the interest rate is fixed for the entire term of the loan, and is determined by the median household income of the service area.
- There are no pre-payment penalties.
- Contact us for details and current interest rates applicable for your project.

Grant Approval:

Grant funds must be available. Applicant must be eligible for grant assistance, which is provided on a graduated scale with smaller communities with the lowest median household income being eligible for projects with a higher proportion of grant funds. Grant assistance is limited to the following percentages of eligible project costs:

Maximum of 75 percent when the proposed project is:

- Located in a rural community having a population of 5,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 60 percent of the State nonmetropolitan median household income.

Maximum of 55 percent when the proposed project is:

- Located in a rural community having a population of 12,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 70 percent of the State nonmetropolitan median household income.

Maximum of 35 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 80 percent of the State nonmetropolitan median household income.

Maximum of 15 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 90 percent of the State nonmetropolitan median household income. The proposed project must meet both percentage criteria. Grants are further limited.

Are there additional requirements?

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms
- Facilities must serve rural area where they are/will be located
- Project must demonstrate substantial community support
- Environmental review must be completed/acceptable

How do we get started?

Contact your local RD office to discuss your specific project. Applications are accepted year round.

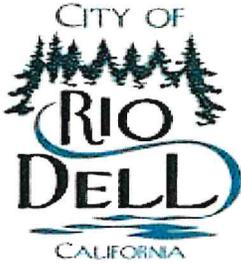
Who can answer questions?

Contact your local RD office.

What governs this program?

- Direct Loan: 7 CFR Part 1942, Subpart A
- Grant: 7 CFR Part 3570, Subpart A

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled "What Governs This Program?" You may also contact your local office for assistance. You will find additional forms, resources, and program information at rd.usda.gov. USDA is an equal opportunity provider, employer, and lender.



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October 17, 2023

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager
SUBJECT: Accept Bid from Miller Farms for Gateway Landscaping Project and Direct the City Manager to Develop an Agreement in Coordination with the Gateway Ad Hoc Committee and Clean California Program

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Accept the bid from Miller Farms for the Gateway Project and direct the City Manager to develop an agreement in coordination with the Ad Hoc Committee and Clean California Program and return to the Council for final approval; and,

Work to reduce the cost and scope of the project and present options to the City Council for providing additional funding.

BACKGROUND AND DISCUSSION

The City of Rio Dell was awarded a clean California Grant in the Amount of \$197,870. The project includes tree plantings, irrigation upgrades and an exercise station. The project has been divided into two bids, the (1) gateway landscaping and (2) the exercise station.

During the City’s mandatory walk-through, three contractors received a briefing on the landscaping project and were eligible to submit proposals. Only one proposal was submitted by Miller Farms in the amount of \$287,708. It is important to note that this amount does not include the exercise station.

Staff is recommending negotiating with the contractor to reduce the scope and cost of the landscaping portion of the project in conjunction with the Gateway Ad Hoc (Garnes & Carter) and staff from the Clean California Program. Ultimately, the cost cutting most likely would involve reducing the number of trees planted in the gateway. Additionally staff is recommending looking into additional financial resources to help complete the project in addition to scope reductions on the landscaping portion. Options could include:

- Grant application to PG&E (\$5,000 has been awarded).

- Grant application of \$20,750 to Coast Central Credit Union for exercise equipment (pending).
- Possible other grant sources.
- FY2023-24 approved city beautification funding in the amount of \$28,000.
- Economic Development Fund.
- General Fund and other earmarked capital reserves.

Staff believes that through a combination of cost and scope reductions and identification of new funding for the project, a positive and substantive project is still possible. Staff will return to the Council for approval of any contract and recommended financing approach.

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