



RIO DELL CITY COUNCIL
REGULAR MEETING - 6:30 P.M.
TUESDAY, OCTOBER 4, 2022
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 ALTERATIONS 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.

To maintain safety and minimize the health risks associated with COVID-19, participants may be required to complete an Attestation of Vaccination upon entering the City Council Chambers. Fully vaccinated participants will not be required to wear a mask. Unvaccinated participants must wear face coverings at all times while in the City Hall Council Chambers.

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. PLEDGE OF ALLEGIANCE
- D. CEREMONIAL MATTERS
- E. 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.

F. 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) 2022/1004.01 - Approve Minutes of the September 20, 2022 Regular Meeting **(ACTION)** 1
- 2) 2022/1004.02 - Adopt Resolution No. 1551-2022 Approving Revised Billable Rates for Staff Time for FY 2022-23 **(ACTION)** 11
- 3) 2022/1004.03 - Adopt Resolution No. 1552-2022 Declaring the Need for Continued In-Person/Hybrid Meetings in Accordance with AB 361 **(ACTION)** 14
- 4) 2022/1004.04 - Adopt Resolution No. 1554-2022 Authorizing the Purchase of Two (2) Public Works Vehicles **(ACTION)** 19
- 5) 2022/1004.05 - Authorize City Manager to Execute Emergency Appointment for Senior Fiscal Assistant **(ACTION)** 22

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1) 2022/1004.06 - City Manager/Staff Update (RECEIVE & FILE)	24
I. SPECIAL PRESENTATIONS/STUDY SESSIONS	
J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS	
1) 2022/1004.07 – Unmet Transit Needs Public Hearing (DISCUSSION/POSSIBLE ACTION)	28
K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS	
1) 2022/1004.08 - Adopt Resolution No. 1553-2022 Authorizing the Purchase of Equipment for the Police Department (DISCUSSION/POSSIBLE ACTION)	34
L. COUNCIL REPORTS/COMMUNICATIONS	
M. ADJOURNMENT	

*The next regular City Council meeting is scheduled for
Tuesday, October 18, 2022 at 6:30 p.m.*

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 20, 2022**

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

ROLL CALL: Present: (Closed Session) Mayor Garnes, Mayor Pro Tem Johnson, Councilmembers Carter, Wilson and Woodall, City Manager Knopp, Wastewater Superintendent Taylor and Melissa Thorne from Downey Brand, LLC

Present: (Regular Meeting) Mayor Garnes, Mayor Pro Tem Johnson, Councilmembers Carter, Wilson and Woodall

Others Present: City Manager Knopp, Chief of Police Allen, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, Senior Fiscal Assistant Maciel and City Clerk Dunham

Absent: Finance Director Sanborn and Community Development Director Caldwell (excused)

ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to Government Code §54956.9(b) – 1 potential case

The Council recessed into closed session at 5:30 p.m.

The Council reconvened into open session at 6:30 p.m. Mayor Garnes announced that there was nothing to report out of closed session.

PUBLIC PRESENTATIONS

Mayor Garnes called for public comment on non-agenda items. No public comment was received.

CONSENT CALENDAR

Mayor Garnes asked if any councilmember, staff or member of the public would like to remove any item from the consent calendar for separate discussion.

Mayor Pro Tem Johnson removed the minutes of the September 6, 2022 regular meeting.

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

- 1) Scope of Work with GHD for permitting, engineering design plans and specifications, and construction support for the Eel River Trails Project not to exceed \$355,000 and authorizing the City Manager to sign;
- 2) Approval of Resolution No. 1550-2022 adopting without revision the City's Conflict of Interest Code; and
- 3) To receive and file the check register for August.

Motion carried 5-0.

ITEMS REMOVED FROM CONSENT CALENDAR

Approve Minutes of the September 6, 2022 Regular Meeting

Mayor Pro Tem Johnson removed the minutes from the consent calendar to abstain from vote as he was not present at the meeting.

Motion was made by Carter/Woodall to approve the minutes of the September 6, 2022 regular meeting as presented. Motion carried 4-0; 1 abstention.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff update and reported that the City Hall energy project is now complete including three new Tesla batteries, solar system, backup natural gas generator, and energy storage system. He said that staff is looking forward to not having any more power outages at City Hall.

He noted that Redwood Coast Energy Authority (RCEA) provided the City with multiple energy efficiency kits and LED lightbulbs. Residents can bring in their old incandescent bulb and receive an LED bulb. At the same time, they can receive a free efficiency kit that includes additional bulbs, water saving technology, and other systems to increase home efficiency. Residents were encouraged to change out their porch light by using efficient outdoor lighting at night to help deter crime and identify crime when it is occurring as part of the "Light the Night" program.

Mayor Pro Tem Johnson referred to the Water Department update related to the various water leaks and asked staff if there is a common thread with the lines that are leaking.

Water/Roadways Superintendent Jensen responded that the leaky pipes are the result of dry weather conditions and pipes that are beyond their useful life. Staff is waiting for the Water Capital Improvement Program (CIP) to be completed to start replacing some of the old infrastructure.

SEPTEMBER 20, 2022 MINUTES
Page 3

Mayor Pro Tem Johnson commented that he was up by Old Ranch Road today and noticed that the area was mowed and asked if that was done by the City.

Water/Roadways Superintendent Jensen said that the public works crew did the mowing.

Mayor Pro Tem Johnson noted that the Council for several years now, has been getting a report from the Police Department on calls for service at 355 Center St. (River Bluff Cottages). He said that there was a desire of the Council to include that information in the staff update when the project was first constructed but felt that the data was perhaps no longer necessary and a waste of staff resources. He asked for a consensus of the Council on whether to discontinue receiving that information.

Councilmember Woodall asked if that small complex received more than an average number of calls for service.

Chief Allen indicated that the department does receive more than an average number of calls from that location. He said that the report identifies the reason for each call which shows a concentration of criminal activity.

Mayor Garnes asked Chief Allen if it was a burden for him to include that information in the staff update. His response was that it was not a burden. He added that if there was a concentration of criminal activity in another area of the City, that would also be included in the report.

After brief discussion, the consensus of the Council was to continue receiving the report on the number of calls for 355 Center St. in the staff updates.

Councilmember Wilson commented that he likes to receive the agenda on the Friday before the Tuesday meeting and to be able to view the packet material on the City's website noting that he did not receive the agenda until Monday. He asked about the status of the new website.

City Manager Knopp said that the new website is scheduled to launch on October 6th.

City Clerk Dunham said that she emailed the agendas on Friday so everyone should have received it however; staff has been experiencing some problems with sending and receiving email.

City Manager Knopp added that because of the security of the City's main website being compromised, what he thinks is happening is some of these different email providers are flagging emails so once the City gets off the current server, the email system should return to full functionality.

SPECIAL PRESENTATIONS/STUDY SESSIONS

Presentation by Caltrans on Replacement and Modifications to Northbound US 101 Bridge Known as the Paul E. Mudgett Bridge

City Manager Knopp said that the Council has previously received an update on this particular project but there is some new information to share with the Council. He introduced Marie Brady, Project Manager from Caltrans who was online via Zoom to provide an update.

Ms. Brady continued with a presentation on the Eel River Seismic Retrofit beginning with a brief introduction of the project. The purpose of the project is to perform partial seismic retrofit of the North frame and replace the South frames of the bridge which will improve the structural integrity of the bridge during a seismic event. The approximate construction cost of the project is \$62 million with the start of construction to begin in the spring of 2026; estimated completion is the fall of 2028.

She continued with review of the environmental review process and conceptual design and retrofit of the current bridge with removal of the green spans and replacing them with a concrete wall with an aesthetic barrier treatment. Traffic will be detoured to the southbound structure during construction.

She thanked Rio Dell for the relocation strategy and said that they will be partnering with a landscape architect and will include the City in the discussions regarding the design of the barrier treatment.

Councilmember Carter suggested a "Maximum Speed Limit" sign or "Slow Down" sign be placed on the curve entering the bridge structure.

Ms. Brady explained that they would be doing an extensive collision analysis and hopefully improve the curve to make it safer.

Councilmember Woodall commented that the bridge would likely be removed during the summer months and asked if any thought was given to the summer run of steelhead in the river and potential impacts.

Ms. Brady indicated that they will be working with California Fish and Game, and National Marine Fisheries to make sure they mitigate any potential impact to the fish and wildlife.

Councilmember Wilson asked if the construction timeline of three years was a realistic timeline for construction.

Ms. Brady said that the estimated date of completion for the project including the environmental review was three years with the final completion in the fall of 2029.

Mayor Pro Tem Johnson said that it looks like they will be replacing some of the piers in the river and asked if the length of spans will be similar to the current spans. The response was that they would be similar.

Mayor Pro Tem Johnson pointed out that the typical cross section looks similar to the Rio Dell-Scotia bridge and that segmental construction was used on that bridge 49 years ago.

Ms. Brady said that she didn't think that they would be using that technology on the new bridge structure.

City Manager Knopp thanked Ms. Brady for all the communication with the City and said that she had been really pro-active in communicating Caltrans plans related to the project.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

Discussion on Pacific Gas & Electric (PG&E) Capacity Issues

City Manager Knopp provided an update on the discussion held with Pacific Gas & Electric (PG&E) and representatives of the California Public Utilities Commission (CPUC) related to concerns over the inaction of PG&E related to upgrade of substandard electrical distribution and substation facilities.

He said that this issue has become heated over the past week or two and has far reaching implications for this area, negatively affecting the economic development in the City of Rio Dell and Humboldt County.

In 2017 when the City was talking about business development in the Humboldt Rio Dell Business Park (HRDBP), the City held a series of stakeholder's meetings, both with business developers along with PG&E, Caltrans, and others to discuss the future development of the site. In those conversations staff tried to highlight all of the challenges with development of the business park. Some of the big challenges were water distribution, fire suppression, drainage, and the highway interface. During this time, there were very few concerns raised by PG&E representatives. The main focus was on the highway 101 interface and that particular issue appears to have been resolved. Some of the initial timelines given in 2018, was that it would take three years to get power delivered to the site. Unfortunately, there has been no clarification beyond that on the timeline up until last week. Projects were getting pushed back by PG&E so there were numerous red flags, but staff assumed they were just related to the business park and that specific section of the grid.

He commented that the developers at the HRDBP spent money developing plans to identify electrical load needs and have continued to contact the City regarding the delays. Staff in turn has continued to contact various PG&E representatives to try and get the projects moving forward.

He further reported that back on May 3, 2022 the Council authorized the Mayor to sign a letter to the California Public Utilities Commission (CPUC) noting that the Mayor took the letter and was able to network with the staff at CPUC and initiate a series of meetings so it went beyond just a letter.

SEPTEMBER 20, 2022 MINUTES
Page 6

Subsequent to the May 3rd letter there were a series of meetings and a chain of emails with CPUC staff where the City received advice on how to proceed with the situation. In September 15, 2022 the City had a meeting with PG&E and representatives from the CPUC. What came out of that meeting was that PG&E currently has 10 applications in the queue for power delivery services that can possibly be provided. 2 to 4 of the projects can be powered without any upgrade to the system. Staff subsequently followed up with some of the developers and learned that these are projects that are basically already provided with power or are within a week to receive the power. Staff asked for disclosure of the list, and PG&E cited privacy concerns regarding distribution of the list.

City Manager Knopp noted that some of the applications have been in the queue for multiple years so there clearly will need to be ongoing conversations with PG&E to provide clarity to the situation as it seems to be changing daily. PG&E also indicated that after these initial 2-4 projects are powered, there will need to be substantial upgrades to the substation located at the end of Berkeley St. They estimated this upgrade could take 2-4 years then after that upgrade, an additional 2-4 commercial customers could be provided power. In communications with them, they encouraged the City to provide them with as much information about new development as possible because they cited a figure of \$900 million and 7-10 years to implement beyond the substation, the overall grid enhancements that need to occur. The project is currently unfunded so there is no current action to correct this issue.

What PG&E is saying is that they want potential developers to develop a plan and come up with a reasonable estimate and design of their project which will cost them money. This raises the question of what developer wants to spend \$30,000 or more on top of the cost of the parcel, develop design plans for PG&E and then learn that they have to wait 7-10 years for the project to be powered.

By default, it is not an explicit ban on new hookups for economic development in the City but essentially that is what it is. It deters developers and with it reported in the media today, the damage is occurring now. In order for economic development to occur in Rio Dell, power needs to be supplied up front in order for the developers to have confidence in making those investments.

City Manager Knopp said that this is a major issue and does not just impact Rio Dell but also Fortuna and southern Humboldt. He said that PG&E is perhaps not looking at the nuance with some of these developments. For example, with cannabis it is typical to see an indoor lighted operation lighted at night when the power is cheaper. They are looking at it as a more monolithic situation which is one of the issues CPUC brought up in the discussions noting that there may be some opportunity in terms of energy storage. He added that waiting 10 years for developers to get power is not an acceptable timeline.

One of the other big issues was getting power for the Gerald Phelps Hospital project that is being constructed in southern Humboldt. Apparently, Garberville area was the most stressed area of the grid but today staff learned that PG&E was able to find power for that

SEPTEMBER 20, 2022 MINUTES
Page 7

facility. He noted that Supervisor Bushnell was present to perhaps provide additional details about that situation.

He said that the story continues to shift and evolve and maybe with additional analysis from PG&E there will be a more favorable outcome.

City Manager Knopp said that another impact of this is the Climate Action Plan with the thrust of that plan on the electrifying of homes and getting rid of natural gas appliances. Additionally, state regulations are changing amp requirements from 100-amp services to 225-amp services for standard residential homes. The state is also making a big push to address climate change and recently the Governor and the legislature is pushing to have all new vehicles sold in California by 2035 to be all electric. Other implications are housing which is another thing the City is receiving mixed signals as to whether power is available for housing.

He said that as the Council is aware, one of the City's main development objectives is the Todd property so housing or commercial development on that site is going to require very large levels of electricity and again, based on PG&E's timeline, the earliest timeline to provide power to that site is 7-10 years even if funding were available today.

He also noted that if the City is forced to switch to a UV disinfection system, that would likely double the power consumption at the wastewater treatment plant which creates regulatory hurdles for the City. The overall impact is stagnation of economic development in the City which is very concerning.

City Manager Knopp commented that thanks to Supervisor Bushnell, a meeting was set for tomorrow with the City, Senator McGuire and the CEO of PG&E along with the City of Fortuna, and County Planning and Building so hopefully more information will be forthcoming. PG&E is also planning on giving a full presentation to the County Board of Supervisors in November.

Mayor Garnes pointed out that the 7-10 years was an estimated timeline and PG&E indicated during the meeting that it could realistically be even longer. She expressed appreciation to the CPUC for standing by the City and trying to push this situation forward. She also thanked Supervisor Bushnell for getting Senator McGuire involved.

Supervisor Bushnell said she was available to answer any questions as far as the hospital project. She commented that PG&E assured her today that they would be able to divert power from the Bridgeville substation for the hospital, although it would be a year process to run the new transmission line. She commented that local legislators and CPUC are now involved and its not a matter of whether PG&E is going to fix the problem, they have to. She said that Fortuna has a little more capacity than Rio Dell however, Garberville has zero. It was conveyed at the meeting held 3 weeks ago that this is not just involving commercial power but residential as well. In the southern Humboldt area, 100-amp

services are not even available. She added that the situation is very dire and hopefully there will more information after tomorrow's meeting.

Mayor Pro Tem Johnson commented that he believes that PG&E provides power to over half of the land mass in California and asked if this situation is isolated to the north coast or if the problem exists throughout the state.

Supervisor Bushnell said that it is not isolated to the north coast however, it is isolated in small pockets throughout California which she confirmed with PG&E yesterday. She noted that PG&E is not giving out a lot of information and that they knew there was a capacity issue 6 months ago and didn't let anyone know. She said that Eureka and McKinleyville have more power than the southern end of the County however, they could easily get up to capacity, especially with McKinleyville Center coming in and planned subdivisions. With the new regulations becoming effective, they will not be able to utilize natural gas or propane.

Mayor Pro Tem Johnson commented that the message to our local representatives in areas where the future is bleak is that they should be on CPUC's door demanding solid answers. The people in California need to receive better results than what they are getting and that needs to be the message loud and clear.

Supervisor Bushnell agreed and pointed out that PG&E did not let those people higher up or herself know about the situation. She said that she contacted Senator McGuire last week and he was not aware of the situation. She said that she doesn't know what the outcome will be tomorrow but hopefully they will come to the Board of Supervisors in November with options and solutions. Frankly when there are investors that are willing to spend hundreds to millions of dollars and for will-serve letters that PG&E has collected money for and not provided power for is not fair.

Mayor Pro Tem Johnson thanked Supervisor Bushnell for putting forth the energy on this issue through the Board of Supervisors and our local statewide representatives.

Councilmember Wilson pointed out that this problem is not just in Humboldt County or California but is a nationwide or even worldwide issue. He said that the idea that we are going to electrify this state, country or world and make everyone have electric cars is not realistic. He used Orleans as an example where they want people to drive their electric car to the fire station and plug it in to power the fire station. Until this world wakes up and decides to deal with the problem that's really here, this is what we're going to get. He thanked Supervisors Bushnell and Bohn for their involvement in the situation.

Supervisor Bushnell added that the Climate Action Plan that the State passed only compounds the issue. as they did not forecast for growth. She encouraged everyone to reach out to her with any questions and to try an attend the November Board of Supervisors meeting.

SEPTEMBER 20, 2022 MINUTES
Page 9

Councilmember Woodall commented that she believes that there is more to this issue than meets the eye and thanked Supervisor Bushnell for her help in trying to get answers. She said everyone needs to work together.

Supervisor Bushnell agreed that the County and cities need to join together and send a strong message collectively stating that this is not acceptable in any way.

Councilmember Carter agreed and said that all parties involved need to be unified.

City Manager Knopp commented that staff will work to keep the Council updated on the situation.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Carter reported that she would be attending the Trails Summit on Saturday from 9:00 am to noon at the Sequoia Park Zoo and was happy to be there representing the City in a positive way.

She also announced that there would be a Nuisance Advisory meeting tomorrow at 3:00 at City Hall.

Councilmember Wilson reported that he would be attending an RCEA meeting on Thursday. He also reported that HWMA would be having a special meeting on September 29th where they are going to address SB 1383. A consultant will be present to explain the process for handling organic waste.

Mayor Pro Tem Johnson reported that he would be attending a LAFCo meeting tomorrow as a regular member rather than an alternate. He explained that LAFCo is comprised of 7 members including 2 County representatives, 2 City representatives, 2 Special District representatives and 1 representative from the community. There is also 1 alternate member for each of these groups. He said that there is currently one vacancy from the public due to Skip Jorgensen stepping down. He encouraged anyone interested in serving to contact the Executive Director of LAFCo.

Councilmember Woodall said that she would be attending a special HTA meeting tomorrow.

ADJOURNMENT

Motion was made by Johnson/Carter to adjourn the meeting at 7:39 p.m. to the October 4, 2022 regular meeting. Motion carried 5-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

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



DATE: October 4, 2022
TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager
FROM: Travis Sanborn, Finance Director ^{TS}
SUBJECT: Adopt Resolution 1551-2022 Approving Revised Billable Rates for Staff Time for Fiscal Year 2022-23

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Adopt Resolution 1551-2022 Approving Revised Staff Billable Rates for Fiscal Year (FY) 2022-23 and Rescinding Resolution 1530-2022.

BACKGROUND AND DISCUSSION

To ensure the City is recovering the cost of providing services the Finance Department is revising the FY 2022-23 billable rates to reflect Council approved changes in compensation and benefits.

From time to time City staff is involved in activities and projects that require billing an outside party. In these circumstances the Finance Department prepares an invoice detailing all direct and indirect costs incurred by the City. The City bills for staff time actually spent, which is calculated using the approved billable rates. An updated billable rate for each position has been calculated using the following formula:

Total Billable Rate: Hourly Rate + Hourly Rate (Benefit Cost % + Overhead %)

Hourly Rate: Depending on position classification the hourly rate is set by various employment contract agreements and is based on job title and step.

Benefit Cost %: Benefits/Salary + Annual Leave Hours/Annual Paid Hours

Overhead %: Average Total Overhead by Department/Total Department Salary and Benefit Costs

Overhead expenses are all costs in the budget except for direct labor, direct materials, and direct expenses. Overhead includes items such as: advertising, insurance, interest, legal fees, rent, general maintenance and repairs, supplies, taxes, telephone bills, travel expenditures, and utilities.

ATTACHMENT

Resolution 1551-2022 Approving Revised Billable Rates for Staff Time for Fiscal Year 2022-23



RESOLUTION NO. 1551-2022
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
APPROVING REVISED BILLABLE RATES FOR STAFF TIME FOR FISCAL YEAR
2022-23 AND RESCINDING RESOLUTION 1530-2022

WHEREAS, the City of Rio Dell charges fees for certain services provided by City staff that specifically benefit the party receiving such services; and

WHEREAS, the City has authority to charge regulatory fees to cover the cost of regulatory programs, and user fees limited to the actual cost of providing services, and

WHEREAS, in August 2022, the City amended its Master Salary Table and other employee benefits and now rates for service need to be revised so that the rates will accurately reflect the costs to the City in providing the applicable service; and

NOW, THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby adopt the following billable rates for staff time to ensure cost recovery on various services, activities, and projects as follows:

FY 2022-2023				
Billable Burdened Rates				
TITLE	HOURLY RATE	AVERAGE OH COST %	BENEFITS %	HOURLY RATE CHARGE
City Clerk	34.25	25%	73%	67.82
City Manager	65.17	25%	50%	114.05
Community Development Director	50.88	25%	48%	88.02
Finance Director	39.87	25%	42%	66.58
Management Analyst I	31.87	25%	58%	58.32
Accountant II	33.46	25%	59%	61.57
Senior Fiscal Assistant	22.57	25%	66%	43.11
Senior Fiscal Assistant	22.14	25%	58%	40.52
Chief of Police	51.63	25%	52%	91.39
Police Sergeant	37.86	25%	84%	79.13
Police Corporal	29.63	25%	105%	68.15
Police Officer	26.82	25%	134%	69.46
Community Service Officer	26.27	25%	65%	49.91
Part-time Records Technician	21.47	25%	24%	31.99
Wastewater Superintendent	40.97	25%	73%	81.12
Water/Roads Superintendent	44.94	25%	65%	85.39
Wastewater Treatment Operator II	26.27	25%	105%	60.42
Operator in Training	19.58	25%	97%	43.47
Utility Worker II/III	24.39	25%	95%	53.66
Part-time Utility Worker	16.47	25%	32%	25.86
Public Works Leadman	25.62	25%	82%	53.03

BE IT FURTHER RESOLVED that resolution 1530-2022 approving the billable rates for staff time for fiscal year 2021-22 is rescinded.

PASSED AND ADOPTED by the City of Rio Dell on this 4th day of October, 2022.

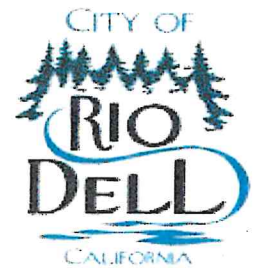
Ayes:
Noes:
Abstain:
Absent:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk

*675 Wildwood Avenue
Rio Dell, CA 95562*



TO: Mayor and Members of the City Council

FROM: Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: October 4, 2022

SUBJECT: Resolution Declaring the Need for Continued In-Person/
Hybrid Meetings in Accordance with AB 361

RECOMMENDATION

Adopt Resolution No. 1552-2022 declaring the need for continued in-person/hybrid City Council and Commission meetings during declared State of Emergency pursuant to Gov't Code Section 54953 (AB 361).

BACKGROUND AND DISCUSSION

At the March 1, 2022 regular meeting, the City Council adopted Resolution No. 1528-2022 declaring the need to discontinue virtual meetings and resume with in-person/virtual (hybrid) meetings effective March 1, 2022. Staff is required to return to the Council every 30 days to reconsider the circumstances of the emergency and either vote to continue with in-person/virtual (hybrid) meetings or resume with virtual (Zoom) meetings. At the September 6, 2022 regular meeting, the Council voted to continue with in-person/virtual (hybrid) meetings and to revisit the item at this meeting.

Staff's recommendation is to continue holding in-person/hybrid meetings until such time the need arises to resume with virtual (Zoom) meetings

Under the standard Brown Act Teleconferencing Requirements, during teleconferencing meetings, at least a quorum of the members of the local public agency body must participate from locations within the boundaries of the local jurisdiction. In addition, each teleconference location from which a member will

be participating must be specifically identified in the meeting notice and agenda, including full address with the agenda posted at each location. The meeting and all teleconference locations must also be physically accessible to the public.

Under AB 361, a quorum is not required to be located within the boundaries of the local jurisdiction and the public agency must only give notice and post the agenda in accordance with the Brown Act provisions for in-person meetings.

Continuing with in-person/virtual (hybrid) meetings under AB 361 allows flexibility for Councilmembers, staff or members of the community to attend virtually if they are not able to attend in-person under relaxed Brown Act requirements.

The Humboldt County Public Health Division reported **119 new confirmed cases** for the seven-day period ending September 20, 2022 in Humboldt County. This number is down slightly from last month's total of **128**. In addition, there were **4** hospitalizations and **zero** deaths reported.

The latest data from the Centers for Disease Control and Prevention (CDC) reported the COVID-19 community levels for Humboldt County as "Low" risk, which is the same as last month.

With passage of Resolution 1552-2022 to continue conducting City Council meetings in-person/virtually, staff will bring the item back at the November 1, 2022 regular meeting to reconsider the circumstances of the emergency and, if appropriate, make findings to continue to hold in-person/virtual (hybrid) meetings, or to resume with virtual (Zoom) meetings.

Attachments:

Resolution No. 1552-2022 - Continuing with In-Person/Virtual Meetings



RESOLUTION NO. 1552-2022

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
DECLARING THE NEED TO CONTINUE CONDUCTING CITY
COUNCIL AND COMMISSION MEETINGS IN-PERSON/VIRTUALLY
DURING DECLARED STATE OF EMERGENCY PURSUANT TO
GOVERNMENT CODE SECTION 54953 (AB 361) RESCINDING
RESOLUTION NO. 1549-2022**

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, as a result of Executive Order N-29-20, staff set up Zoom meetings for all City Council and Commission meetings; and

WHEREAS, on March 27, 2020, the City Council adopted Resolution No. 1449-2020 declaring a local emergency due to COVID-19; and

WHEREAS, on November 8, 2020, the Humboldt County Health Department extended the order requiring all individuals to wear face coverings when indoors in workplaces and public settings, with limited exceptions; and

WHEREAS, on September 16, 2021 Governor Newsom signed AB 361 which allows cities to continue to meet remotely during proclaimed states of emergency under modified Brown Act requirements that are similar but not identical to the rules and procedures established by the previous Executive Brown Act Orders; and

WHEREAS, on October 5, 2021 the City Council adopted Resolution No. 1505-2021 declaring the need for virtual City Council and Commission meetings

during declared State of Emergency pursuant to Government Code Section 54953 (AB 361) and continued extending the declaration through April 2022; and

WHEREAS, on March 1, 2022 the City Council adopted Resolution No. 1528-2022 declaring the need to discontinue virtual (Zoom) meetings and resume with in-person/virtual (hybrid) meetings effective immediately; and

WHEREAS, the State and the County no longer have social distancing guidance; and

WHEREAS, the latest data from the Centers for Disease Control and Prevention (CDC) reported the COVID-19 community levels for Humboldt County as “Low” risk which means that people should only wear masks based on personal preference and personal level of risk; and

WHEREAS, the City Council reviewed the findings and determined that the state of local emergency does not continue to directly impact the ability of the City Council and its Commissions, as well as staff and members of the public from meeting safely in person; and

WHEREAS, AB 361 provides that, if the state of emergency remains active for more than 30 days, a local agency must make certain findings by majority vote every 30 days to continue using the bill’s exemption to the Brown Act teleconferencing rules; and

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

- a. The City Council has reconsidered the circumstances of the state of emergency; and
- b. The state of local emergency does not continue to directly impact the ability of the City Council and its Commissions, as well as staff and members of the public from meeting safely in person; and
- c. The State and County of Humboldt no longer have social distancing guidance but urges all unvaccinated individuals in public spaces to maintain social distancing; and the City can maintain those social distancing requirements for unvaccinated Councilmembers, Commissioners, staff and the public in the meeting spaces.

City Council and Commission meetings will continue as in-person/virtual (hybrid) meetings until such time the order is rescinded, superseded or amended by the Rio Dell City Council.

Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk of the City of Rio Dell, certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on October 4, 2022 and was adopted thereafter by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Karen Dunham, City Clerk

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



October 4, 2022

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Authorization of Resolution No. 1554-2022 Authorizing the Purchase of Two Vehicles

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution No. 1554-2022

Alternatively:

Amend, or take no action.

BACKGROUND AND DISCUSSION

On November 16, 2021 the City Council authorized staff to seek out proposals for two vehicles, including one Public Works truck for heavy towing. Due to supply chain issues and delays, that purchase did not proceed.

During this year's annual budget process, the budget rolled forward this same purchase for a towing vehicle. Also during the budget process, a second utility truck was requested and approved to replace an existing Ford utility truck.

Public Works has identified the preferred vehicle for the required work, a Ram 2500 and Ram 3500.

Three requests for quotes were issued and at the time of agenda publication only one dealer has responded. The total acquisition cost is quoted as \$121,503.23 and the authorized budget is \$110,000.00 leaving a gap of \$11,503.23. Based upon the success of prior surplus auctioning, it is anticipated that the gap will be covered by the surplus auction of the two vehicles proposed for replacement. Any remainder can be absorbed by the Department's existing budget.

///



**RESOLUTION NO. 1554-2022
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL
AUTHORIZING THE PURCHASE OF
TWO VEHICLES FOR PUBLIC WORKS**

WHEREAS, the City adopted Resolution No. 1539-2022 establishing the City's Operating and Capital Budget for Fiscal Year (FY) 2022-23; and

WHEREAS, The Council's approved budget included the purchase of two new vehicles for Public Works; and

WHEREAS, the authorization for the purchase of new vehicles requires approval from the Rio Dell City Council; and

WHEREAS, at the time of agenda publication, three requests for quotes for the two vehicles were issued and one quote was received as follows:

Lithia: Ram 3500 Chassis (Tow) -	\$58,074.19
Lithia: Ram 2500 Utility (with utility box) -	\$63,429.04
<hr/>	
Total -	\$121,503.23

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rio Dell, California, as follows:

1. Authorize the purchase of the following vehicles:

Lithia: Ram 3500 Chassis (Tow) -	\$58,074.19
Lithia: Ram 2500 Utility (with utility box) -	\$63,429.04
<hr/>	
Total -	\$121,503.23

PASSED AND ADOPTED by the City Council of the Rio Dell on this 4th day of October, 2022 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk

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



DATE: October 4, 2022
TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager
FROM: Travis Sanborn, Finance Director
SUBJECT: Authorize the City Manager to Execute Emergency Appointment for Senior Fiscal Assistant

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager to Execute Emergency Appointment for Senior Fiscal Assistant per the *Rio Dell Employee Handbook Section 3.37 Types of Appointment and Initial Salary*.

BACKGROUND AND DISCUSSION

The Rio Dell Employee Handbook states that no one other than the City Manager has the authority to enter into any employment or other agreement that modifies City policy. Section 3: *Employment Classification, Practices, and Procedures* subsection 37: *Types of Appointment and Initial Salary* expounds the policy for Emergency Appointments.

Emergency appointments may be made by the City Manager to prevent work stoppage of public business. Such authorization, (with City Council ratification after the fact), shall not exceed 30 days without regard to selection and employment rules and regulations. Service under emergency appointment shall not accrue any rights or benefits.

The City has an urgent need to fill the recently vacated Senior Fiscal Assistant role to ensure public business continuity. It is staff's recommendation that the City Council approve the City Manager to appoint Susan Townsend to the Senior Fiscal Assistant position pursuant to Section 3.37 of the Rio Dell Employee Handbook.

ATTACHMENT

Section 3.37 (page 28) of the Rio Dell Employee Handbook

h. Effective Criminal Conviction

An employee who is convicted under a criminal drug statute for a violation occurring in the workplace or during any City-related activity or event will be deemed to have violated this policy.

i. Written Warning

An employee who is not discharged for a first violation of this policy will receive a final written warning and/or an immediate suspension, without pay, at the sole discretion of the City. A copy of any correspondence placed in the personnel file will be made available to the subject employee

3. Exit Interview

Employees who leave the City for any reason may be asked to participate in an exit interview. This interview is intended to permit departing employees the opportunity to communicate their views regarding their work with the City, including job duties, job training, job supervision, and job benefits.

At the time of the interview, or as otherwise specified by the City, employees are expected to return all City-furnished property, such as uniforms, tools, equipment, I.D. cards, keys, credit cards, documents, and handbooks. Arrangements for clearing any outstanding debts with the City and for receiving final pay also will be made at this time.

4. Employment At-Will

Nothing in this guideline is intended to alter the at-will status of employment with the City. Either the City or you may terminate the employment relationship at any time, with or without cause, and with or without prior notice. The City reserves the right to terminate any employment relationship, to demote, or to otherwise discipline an employee without resort to the above disciplinary procedures.

3.37 TYPES OF APPOINTMENT AND INITIAL SALARY

Vacancies in a position may be filled by reinstatement, transfer, demotion, promotion, appointment from an appropriate list, by appointment under provisional authority, or by initial employment of new employees. New employees shall be paid at the initial pay scale step (or "A" step) except as permitted by Section 3.34 of these Policies, above.

1. Emergency Appointments

Emergency appointments may be made by the City Manager to prevent work stoppage of public business. Such authorization, (with City Council ratification after the fact), shall not exceed 30 days without regard to selection and employment rules or regulations. Service under emergency appointment shall not accrue any rights or benefits.



Staff Highlights – 2022-10-04

City Council

Councilmember Amanda Carter attended the Humboldt County Trials summit on behalf of the City on September 24th to showcase the Eel River Trail project.

City Manager

Multiple Meetings with Pacific Gas & Electric, City of Fortuna, County of Humboldt and others regarding electrical transmission line deficiencies. Meeting with Senator McGuire's staff scheduled for October 7th.

Dryco's slurry seal project has been completed. The project only included one change order, which was the addition of a short seal coat on the lower end of Orchard Avenue. Staff will be working with Dryco and the striping subcontractor on striping projects within the next two weeks.

Corporal Crystal Landry is on the front cover of the Northcoast Journal for the current edition.

Several windows at City Hall were replaced. The project was scheduled for last fiscal year, but supply chain issues delayed implementation until last week.

City Hall's power backup system was tested on Thursday 9/29 during a power outage and subsequent surges to the Building. All went well at City Hall. The building was able to be disconnected from the grid during the power fluctuations, minimizing disturbance.

City Clerk

Processed five (5) Building Permit Applications:

1221 Riverside Dr. – Sewer Lateral and Cleanout
182 Belleview Ave. – Re-Roof Residence
180 Second Ave. – Sewer Lateral and 3 Cleanouts
95 Belleview Ave. – 39 New Windows
240 Monument Rd. – Wood Stove

Processed one (1) Business License Application:

Gardens Salgado – Mobile Landscaping Business

Processed one (1) Encroachment Permit Application:



Mr. Rooter Plumbing - 1221 Riverside Dr. – Installation of Sewer Lateral and Cleanout in Sidewalk

Misc:

Attended Pitney Bowes Webinar Re: Holiday Postage Rate Changes (Mail early)
Address verification letter – 151 Spring St.
Attended City Clerks Roundtable meeting on September 28th

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Scheduling pump repair for irrigation field sump pump

Mowed and Bailed the irrigation field.

Send out application for OIT license for Cory Gibbs

Lower sewer lateral repair and meter box relocation at 520 1st Ave

Service and Repair for Vactor Trailer with Trinity Diesel

Preparing for Slurry seal project in October

Received notification that the Lift station Generators are on schedule for Delivery in Mid October

Working on SSMP and Spill Response.

Discussing Permit Renewal with Denise from Larry Walker and Associates.

Scheduling a meeting with State board for a future compliance project.

Hired Andrew Lewis to full time operator.

Coordinating with GHD for Chloramine injection/sampling vault.

Coordinating With Caltrans for locating and marking EFF-003 force main to irrigation field.

HSU Cal Poly Engineering Department Field Trip.



Shipped Irrigation Field sump pump to Fairfield

Plant Wash down and Clean up.

Working on Quarterly Report for State water board.

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 September 14 to September 28, 2022. The summation of Calls for Service may 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	31	3	0
Conner	12	0	0
Beauchaine	0	1	0
Landry	39	10	4
Burns	37	6	3
Johnson	19	3	1
Fielder	22	4	0
Clark	42	2	N/A
Totals	202	29	8
Averages	14.4 per day	14.5 per week	4.0 per week
2021 Yearly Average	15.6 per day	14.2 per week	5.7 per week

ANIMAL CONTROL

During the period of September 14 to September 28, 2022, there were twenty- one calls for service related to animal control issues. Five dogs were relinquished and transported to Miranda’s Rescue. Three pygmy goats were also transported to Mirandas. Five additional dogs were located and returned to their owners.

PATROL

Corporal Landry was featured in the most recent North Coast Journal-

Sergeant John Beauchaine has returned and is on light duty.

Staff are working on starting Neighborhood Watch Program in conjunction with the Sheriff’s Office



On September 24, 2022, officers conducted an investigation on a resident in the 1000 block of Pacific Avenue where eventually John Whitsonbell was arrested for being a Felon in Possession of a Firearm and Exhibiting a Firearm in a Threatening Manner. Additional charges are pending as this an ongoing investigation.

On September 27, 2022, RDPD assisted Humboldt County Drug Task Force in serving a search in the 100 block of Douglas Street. The search warrant was the result of multiple neighborhood complaints about drug activity associated with the residence. During the search law enforcement located 5 firearms including an illegal assault rifle, high capacity magazines, ammunition, methamphetamine, and additional evidence of drug sales. Officers also located a functioning liquor still that was actively working. An agent from the Alcohol Beverage Control (ABC) responded to the scene and collected evidence of the illegal liquor production. Fred Elliott Jr and Fred Elliott III were arrested and transported to the Humboldt County Correctional Facility.

On September 29, 2022 RDPD assisted the Fortuna Police Department at Fortuna High for a threat made against the school. The school was locked down and a search was conducted multiple agencies. Students were allowed to leave once the school was made safe. Further investigation led to a residence on Second Avenue in Rio Dell where a male juvenile was taken into custody. This investigation is ongoing.

CODE ENFORCEMENT

During the period of September 14 to September 28, 2022, the Department opened nine new cases dealing with inoperable, junk, unregistered, or illegally parked vehicles. In the same time period, the Department closed four such cases. The violations were cleared by the vehicle owners. There were six open cases as of the end of this reporting period.

During the period of September 14 to September 28, 2022, the Department opened five new code enforcement cases and none closed. Five of the new cases dealt with excessive vegetation and/or solid waste, improper parking and animal control issues.

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park

*675 Wildwood Avenue
Rio Dell, CA 95562*



TO: Mayor and Members of the City Council

FROM: Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: October 4, 2022

SUBJECT: Unmet Transit Needs Public Hearing

RECOMMENDATION

Open the public hearing and receive input on any unmet transit needs in the community. Close the public hearing and make a motion to direct staff to send a letter to Humboldt County Association of Governments (HCAOG) relaying the comments made during the public hearing regarding unmet transit needs.

Stevie Luther from HCAOG may or may not be available via Zoom to answer questions due to a scheduling conflict with the City of Eureka's public hearing.

BACKGROUND AND DISCUSSION

Each year, as established by the California Transportation Development Act (TDA), the Humboldt County Association of Governments (HCAOG) is required to conduct a citizen participation process to identify any "unmet transit needs" within Humboldt County. This process is required prior to allocations of TDA funding the following fiscal year. All comments deemed to meet the definition of an unmet transit need will then be analyzed to determine if the need is "reasonable to meet."

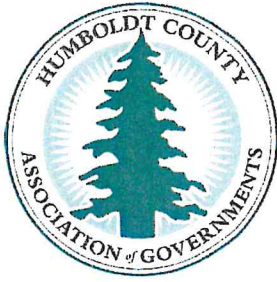
In addition to the County unmet transit needs hearing, HCAOG recommends each entity conduct a separate hearing to receive comments specific to their jurisdiction.

HCAOG's Social Services Transportation Advisory Council (SSTAC) leads the public participation process and considers all public testimony and input, determines if the suggestions meet the adopted definition of an unmet transit need and applies adopted criteria to determine if the need is "reasonable to meet". At the end of the process, the Social Services Transportation Advisory Council will forward their findings to the HCAOG board for consideration.

TDA funds must be allocated first to unmet transit needs, which are found to be reasonable to meet within a jurisdiction, before any remaining funds can be allocated for non-transit purposes, such as bicycle and pedestrian facilities or streets and roads.

Attachments:

Citizen Participation Process for Assessing Unmet Transit Needs
Unmet Transit Needs Definition and Reasonable to Meet Criteria
Notice of Public Hearing



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
611 I Street, Suite B
Eureka, CA 95501
(707) 444-8208
www.hcaog.net

Citizen Participation Process for Assessing Unmet Transit Needs

Transportation Development Act

The Humboldt County Association of Governments (HCAOG) is responsible for allocating Transportation Development Act (TDA) funds within the region. The TDA provides two major sources of funding, Local Transportation Funds (LTF) derived from a ¼ cent of the general sales tax and State Transportation Assistance Funds (STAF) derived from a tax on diesel fuel. Together, these TDA funds provide a significant revenue source for public transit in Humboldt County. The Unmet Transit Needs process is carried out annually to identify and evaluate any potential needs that are not being met through existing public transportation services. HCAOG is required to assess unmet transit needs prior to allocating LTF money for non-transit purposes, while STA is programmed to the Humboldt Transit Authority and Arcata and Mad River Transit.

Each jurisdiction has their own LTF account. Eureka and Arcata use the entirety of their LTF allocation for transit purposes. The County of Humboldt, Cities of Fortuna, Rio Dell, Blue Lake and Trinidad have funds remaining after paying their share for eligible transit uses. In these cases, the TDA allows LTF to be applied to local streets and roads budgets, including pedestrian and bicycle projects. In Ferndale, there are no eligible public transit services and the LTF allocation is applied to non-transit purposes.

Public Process to Make a Finding

HCAOG's Social Services Transportation Advisory Council (SSTAC) leads the UTN process. Although only one hearing is required, public meetings are held to ensure residents in each jurisdiction are heard. The SSTAC considers all public testimony and input, determines if the suggestions meet the adopted definition of an unmet transit need and applies adopted criteria to determine if the need is "reasonable to meet".

After comments close on December 31, the SSTAC will consider all the comments at their meeting on February 2023, direct staff on any needs to further analyze, and in April 2023 forward one of the following findings to the HCAOG board for consideration:

- (a) there are no unmet transit needs; or
- (b) there are no unmet transit needs which are "reasonable to meet"; or
- (c) there are unmet transit needs, including those that are "reasonable to meet"

Potential Impacts to Local Transportation Funding

If HCAOG adopts finding (c), then the unmet transit needs shall be funded before any allocation is made for non-transit purposes (i.e. streets and roads) within the jurisdiction. Funds for new or expanded transit services can be set-aside from sources other than TDA funds. For instance, in 2018 the HCAOG Board voted to set aside Low Carbon Transit Operations Program (LCTOP) funds for late-night weekday service on the Redwood Transit Service. The service was found based on ridership at that time to be an unmet transit need reasonable to meet, but could not be funded due to insufficient Local Transportation Funds available to all required entities. When COVID hit and ridership plummeted, these LCTOP funds were repurposed to support free fares.

Examples of Past Public Input and Findings

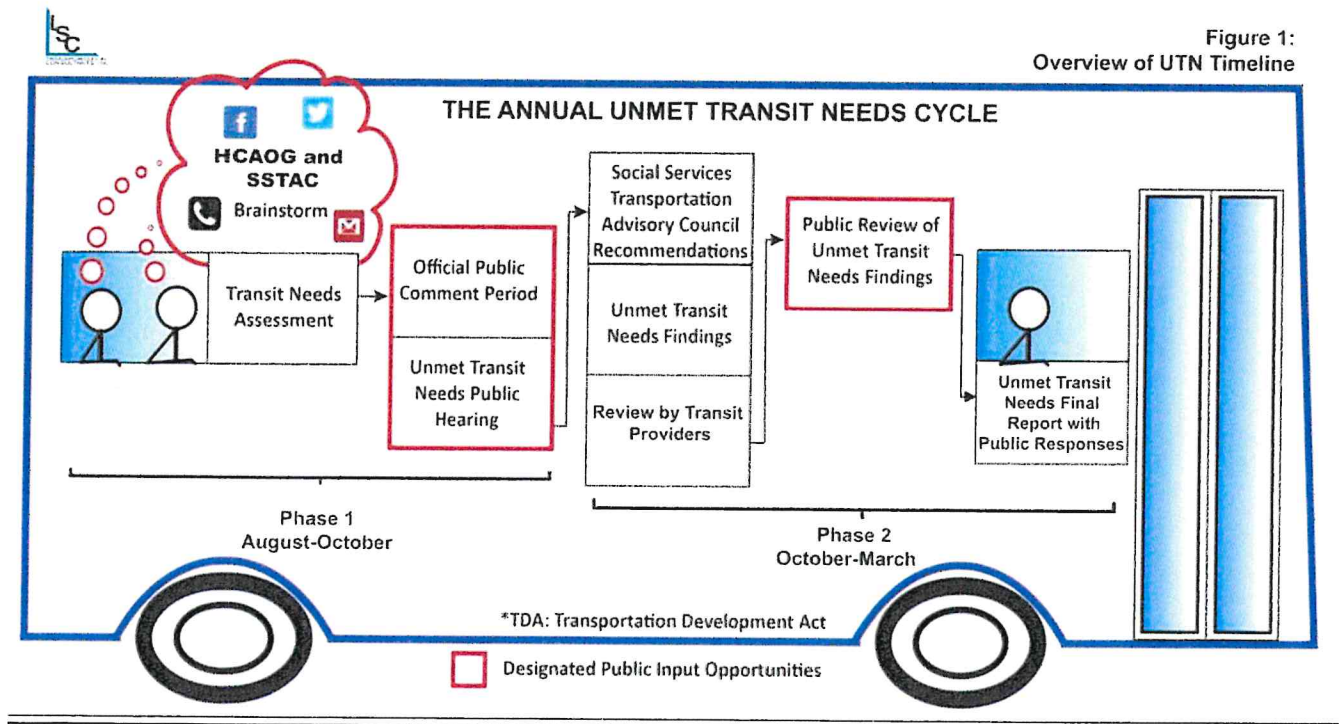
As a result of UTN findings in 2015-16, new transit services began to Tish Non-Village (Bear River Rancheria) and along Old Arcata Road. Both services were discontinued after two years because not enough people used the new service to sustain it.

Public comments often ask for later night service, Sunday service, more frequent peak service between McKinleyville-Arcata-Eureka, and bus service to rural communities. Based on existing ridership, each of these fail to meet the required 10% farebox return ratio -- meaning there are not enough projected transit riders to meet minimum performance criteria necessary to sustain the services. If these conditions change, the Humboldt Transit Authority does not need a formal UTN finding to start new services.

Comments received through this annual process can provide valuable feedback to transit operators. For example, in 2021 several people commented that they needed a westbound bus stop near Titlow Hill for their children to get to school in Arcata on the Willow Creek Intercity line. The operational request was sent to Humboldt Transit Authority and HTA was able to set up a trial flag stop for use during the school year. Not all operational requests can be accommodated, but agencies make every effort to respond. In addition, public comments made during the Unmet Transit Needs process can be beneficial as a record of community need and help secure grant-funded opportunities such as first-last mile mobility solutions to expand access to transit.

Opportunities for Public Comment on Unmet Transit Needs

- The form linked at the project page: <https://hcaog.net/documents/unmet-transit-needs> or visit the survey directly at <https://bit.ly/humboldttransit>
- At one of the advertised public meetings;
- Written comments and/or feedback gathered from staff during direct outreach;
- Comment submittals by email or telephone: [stephen.luther@hcaog.net/444-8208](mailto:stephen.luther@hcaog.net)



UNMET TRANSIT NEEDS DEFINITION & REASONABLE TO MEET CRITERIA

Unmet transit needs are, at a minimum:

- (1) Trips requested from residents who do not have access to public transportation, specialized transportation, or private transport services or resources for the purpose of traveling to medical care, shopping, social/recreational activities, education/training, and employment; or
- (2) Proposed public transportation, specialized transportation, or private transport services identified in the following, but not limited to: a Transportation Development Plan, Regional Transportation Plan, Coordinated Public Transit–Human Services Transportation Plan.

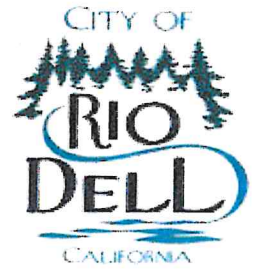
HCAOG Plans can be found at: <http://hcaog.net/library>

Additionally, unmet transit needs do not include:

- ❖ Improvements funded or scheduled for implementation in the next fiscal year. Two potential new services that will be reevaluated this year are:
 - Express bus service between McKinleyville and Eureka during peak hours
 - Late Night Weekday Service on the Regional Transit System
- ❖ Minor operational improvements or changes such as bus stops, schedules, and minor route changes. Minor operational improvements are changes to service which do not affect the operating cost of the transit service either by requiring additional staff and/or additional vehicle hours of service or miles of service.
- ❖ Trips for primary or secondary school transportation
- ❖ Sidewalk improvements or street and road needs

Reasonable to meet criteria:

- (1) To be considered “reasonable to meet”, a service must be operationally feasible and financially sustainable, as defined below:
 - a) The service must have adequate roadways, and must be safe to operate.
 - b) Enough money should be available from identified sources of funding to pay for the marginal operating costs of the service continuously for three years.
- (2) The service must be projected to meet a minimum “marginal farebox-return-ratio” of 10 percent within 2 years. If multiple competing services are requested, other factors may also be considered such as estimated subsidy per passenger trip and passengers per vehicle hour of service. For new service, ridership and farebox-return-ratio thresholds will be considered.
- (3) Pursuant to the requirements of TDA Statutes (Public Utilities Code Section 99401.5c, a determination of needs that are “reasonable to meet” shall not be made by comparing unmet transit needs with the need for streets and roads, for the allocation of TDA funds.
- (4) Once a service is determined to be “reasonable to meet” and is implemented, it can be expected that the ridership in the first 1-2 years of the new service will be less than the projected optimal ridership. Ridership should be evaluated at 6-month intervals to determine if service is meeting performance standards adopted by the transit provider, and specifically, whether the service meets a minimum 10 percent marginal farebox-return-ratio. If the service is being adequately promoted and fails to be within 60 percent of the identified standards after six months, 90 percent with the first year, or 100 percent within two years, the service may be cancelled and deemed “no longer reasonable to meet.” An exception to this rule is when a community or group is willing to participate in sharing the ongoing cost of the new service.



NOTICE OF PUBLIC HEARING

Notice is hereby given that the Rio Dell City Council will hold a Public Hearing on **Tuesday, October 4, 2022 at 6:30 p.m.** or soon thereafter, in the City hall Council Chambers at Rio Dell City Hall, 675 Wildwood Avenue, Rio Dell, California.

THE PURPOSE OF THE PUBLIC HEARING WILL BE TO DISUCSS:

1) UNMET TRANSIT NEEDS

The Public Hearing will give citizens the opportunity to make their comments known. If you are unable to attend the Public Hearing, you may direct your written comments to the City Clerk, City of Rio Dell, 675 Wildwood Avenue, Rio Dell, CA 95562 or via email at publiccomment@cityofriodell.ca.gov or by calling the toll-free number at **1-888-474-4499**. Enter meeting ID **987-154-0944** and listen for the prompts to join the meeting.

All members of the community are encouraged to attend.

Karen Dunham, CMC
City Clerk
Posted 9/13/22

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



DATE: October 4, 2022
TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager
FROM: Travis Sanborn, Finance Director
SUBJECT: Authorization to Purchase Equipment for Police Department

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager to purchase equipment for the department.

BACKGROUND AND DISCUSSION

The Rio Dell Police Department has identified a need to replace or purchase new equipment that is essential to both public and officer safety. The department is requesting two (2) vehicles, a 2023 Dodge Charger and 2023 Ford Maverick to replace two aging vehicles in the fleet. Quotes have been obtained for the vehicles with the Dodge Charger being quoted at \$41,963.96. Vehicle equipment such as radio, emergency lights, cage, graphics, and a push bar would additional cost approximately \$15,000. The Ford Maverick was quoted approximately \$30,000 with vehicle equipment of a canopy, lights, graphics, and radio costing approximately \$8000. Additional quotes are being gathered from other dealerships in order to ensure the most cost-effective price is used. The vehicles they would be replacing would be sold via government surplus auction to offset costs.

Additionally, the Police Department has acknowledged a need for eight (8) Axon Body cameras at a cost of \$55,581.05 which would cover all costs associated with the equipment and services provided for 60 months. Three (3) Kenwood radios need to be purchased at a cost of \$4779, along with mounting equipment needed for previously approved and purchased patrol car computers with a cost of \$598.90. A Kyocera fax, scan, copier is needed which would be leased for 63 months at \$141.33/month. Finally, the department needs RIMS Software training at a cost of \$5550. The total cost estimate for the requested items is approximately \$170,375.75.

City staff is actively working with representatives from the USDA Community Facilities Grant Program which could cover up to 55% of the cost of equipment or \$50,000, whichever is lower. Pending the results of the USDA grant a budget adjustment may be needed at a later date.

ATTACHMENT

Sales quotes from requested equipment



RESOLUTION NO. 1553-2022
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AUTHORIZING THE PURCHASE OF POLICE EQUIPMENT

WHEREAS, the City of Rio Dell has the need to purchase police equipment and related paraphernalia; and

WHEREAS, maintenance and replacement of this equipment on a timely basis is essential to both public and officer safety; and

WHEREAS, the City of Rio Dell Police Department is in need of two (2) Police units to include one Dodge Charger and one Ford Maverick to enhance patrol of the City for the safety of its residents and visitors and facilitate the provision of day-to-day operations of the Police Department; and

WHEREAS, the governing body of Rio Dell has determined that a true and very real need exists for the acquisition of eight (8) Axon Body Cameras, three (3) Kenwood Radios, RIMS Software Training, mounting equipment for previously purchased in car computers, and a Kyocera Fax/Scan/Copier; and

WHEREAS, the governing body of Rio Dell has taken the necessary steps, including any legal bidding requirements, under applicable law to arrange for the acquisition of such equipment; and

NOW, THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby authorize the purchase of police equipment and related paraphernalia;

1) Kyocera CS-308ci fax, scan, copier (63-month lease):	\$8903.79
2) Kenwood Radios (3):	\$4779
3) Axon Body Cameras (8):	\$55,581
4) 2023 Police Charger:	\$41,963.96
-Vehicle Equipment:	
Radio, Lights, Cage, Graphics, Push Bar:	\$15,000 (est)
5) 2023 Maverick:	\$30,000
- Vehicle Equipment:	
Canopy, Lights, Graphics, Radio:	\$8,000 (est)
6) RIMS Software Training:	\$5550
7) Mounting Equipment Police Vehicle Computers:	\$598

TOTAL: **\$170,375.75**

PASSED AND ADOPTED by the City of Rio Dell on this 4th day of October, 2022.

Ayes:
Noes:
Abstain:
Absent:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk

Rio Dell Police Department Equipment Needs List

1) Kyocera CS-308ci fax, scan, copier: (\$141.33/month 63 month lease) =	\$8903.79
2) Kenwood Radios (3):	\$4779
3) Axon Body Cameras (8):	\$55,581
4) 2023 Police Charger:	\$41,963.96
Vehicle Equipment:	
Radio, Lights, Cage, Graphics, Push Bar:	\$15,000 (est)
5) 2023 Maverick:	\$30,000
Vehicle Equipment:	
Canopy, Lights, Graphics, Radio:	\$8,000 (est)
6) RIMS Software Training:	\$5550
7) Mounting Equipment Police Vehicle Computers:	\$598

TOTAL: \$170,375.75

Kyocera Pricing for Rio Dell Police Department
 From: Alternative Business Concepts (707) 825-0760

Date: 9/27/2022 Good for 60 days

Make	Kyocera	Kyocera	Kyocera
Model	CS-308ci	M3645idn	M3860idnf
Print Speed	32ppm	47ppm	62ppm
Print Color	Full Color	B&W	B&W
Fax	G3-Network	G3-Network	G3-Network
Scan Color	Yes	Yes	Yes
Stapler Finisher	Optional (\$899)	Not Available	Yes
39 Mo. Lease (inc Service & Toner for 3,500 B&W pages/month	\$ 176.38	\$ 154.17	\$ 233.38
48 Mo. Lease (inc Service & Toner for 3,500 B&W pages/month	\$ 158.10	\$ 141.27	\$ 205.82
63 Mo. Lease (inc Service & Toner for 3,500 B&W pages/month	\$ 141.33	\$ 129.43	\$ 180.54
<u>With Optional Finisher Included</u>			
39 Mo. Lease (inc Service & Toner for 3,500 B&W pages/month	\$ 197.08		
48 Mo. Lease (inc Service & Toner for 3,500 B&W pages/month	\$ 175.59		
63 Mo. Lease (inc Service & Toner for 3,500 B&W pages/month	\$ 155.88		



WAYNE SHAW 707-725-9702 wayne@silkecom.com

DATE: September 21, 2022

EQUIPMENT PROPOSAL: RIO DELL POLICE DEPT

QTY	DESCRIPTION	RETAIL	- 30% NASPO	EXTENSION
1	KENWOOD NX-5200K3 VHF PORT W/KEYPAD	1038.95	\$727.27	\$727.27
1	KRA-26 STD ANTENNA	19.72	\$13.80	\$13.80
1	KNB-L2M STD BATTERY 2600 MAH	164.74	\$115.32	\$115.32
1	KSC-32 CHARGER	97.41	\$68.19	\$68.19
1	KMC-72W SPKR/MIC	121.86	\$85.30	\$85.30
1	KWD-5100CV P25 CONVENTIONAL	603.75	\$422.63	\$422.63
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
				\$0.00
1	SHIPPING		TBD	\$0.00
	SUB TOTAL			\$1,432.50
1	PROGRAMMING AND SETUP		\$50.00	\$50.00
				\$0.00
				\$0.00
				\$0.00
	SUB TOTAL			\$1,482.50
	HUMBOLDT CO SALE TAX RATE	SALES TAX	7.75%	\$111.02
	GRAND TOTAL			\$1,593.52

Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-422894-44827.864AL

Issued: 09/23/2022

Quote Expiration:

Estimated Contract Start Date: 12/15/2022

Account Number: 107489

Payment Terms: N30

Delivery Method:



SHIP TO
 Business:Delivery;Invoice-675 Wildwood Ave
 675 Wildwood Ave
 Rio Dell, CA 95562-1544
 USA
 Email:

BILL TO
 Rio Dell Police Dept. - CA
 675 Wildwood Ave
 Rio Dell, CA 95562-1544
 USA
 Email:

SALES REPRESENTATIVE
 Avery Lawrence
 Phone: Email: avlawrence@axon.com
 Fax:

PRIMARY CONTACT
 Greg Allen
 Phone: (707) 764-5641
 Email: alleng@cityofriodell.ca.gov
 Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$53,692.90
ESTIMATED TOTAL W/ TAX	\$55,581.05

Discount Summary

Average Savings Per Year	\$884.52
TOTAL SAVINGS	\$4,422.60

Payment Summary

Date	Subtotal	Tax	Total
Nov 2022	\$16,603.30	\$890.79	\$17,494.09
Nov 2023	\$9,272.40	\$249.34	\$9,521.74
Nov 2024	\$9,272.40	\$249.34	\$9,521.74
Nov 2025	\$9,272.40	\$249.34	\$9,521.74
Nov 2026	\$9,272.40	\$249.34	\$9,521.74
Total	\$53,692.90	\$1,888.15	\$55,581.05

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
AB3 1-Bay Dock Bundle	71104	NORTH AMER POWER CORD FOR AB3 & T7 1-BAY DOCK/DATA/PORT	1	11/15/2022
AB3 1-Bay Dock Bundle	74211	AXON BODY 3 - 1 BAY DOCK	1	11/15/2022
AB3 Camera Bundle	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	9	11/15/2022
AB3 Camera Bundle	73202	AXON BODY 3 - NA10 - US - BLK - RAPIDLOCK	8	11/15/2022
AB3 Camera Bundle	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	9	11/15/2022
AB3 Multi Bay Dock Bundle	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	1	11/15/2022
AB3 Multi Bay Dock Bundle	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	1	11/15/2022
AB3 Multi Bay Dock Bundle	74210	AXON BODY 3 - 8 BAY DOCK	1	11/15/2022
A la Carte	75015	SIGNAL SIDEARM KIT	8	11/15/2022
Body Worn Camera Multi-Bay Dock TAP Bundle	73689	MULTI-BAY BWC DOCK 1ST REFRESH	1	05/15/2025
Body Worn Camera Single-Bay Dock TAP Bundle	73313	1-BAY DOCK AXON CAMERA REFRESH ONE	1	05/15/2025
Body Worn Camera TAP Bundle	73309	AXON CAMERA REFRESH ONE	8	05/15/2025
Body Worn Camera Multi-Bay Dock TAP Bundle	73688	MULTI-BAY BWC DOCK 2ND REFRESH	1	11/15/2027
Body Worn Camera Single-Bay Dock TAP Bundle	73314	1-BAY DOCK AXON CAMERA REFRESH TWO	1	11/15/2027
Body Worn Camera TAP Bundle	73310	AXON CAMERA REFRESH TWO	8	11/15/2027

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE-	6	12/15/2022	12/14/2027
Basic License Bundle	73840	EVIDENCE.COM BASIC LICENSE	6	12/15/2022	12/14/2027
Pro License Bundle	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE-	6	12/15/2022	12/14/2027
Pro License Bundle	73746	PROFESSIONAL EVIDENCE.COM LICENSE	2	12/15/2022	12/14/2027
A la Carte	73449	RESPOND DEVICE LICENSE	8	12/15/2022	12/14/2027
A la Carte	73638	STANDARDS ACCESS LICENSE	8	12/15/2022	12/14/2027
A la Carte	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	8	12/15/2022	12/14/2027
A la Carte	73687	EVIDENCE.COM VIEWER LICENSE	1	12/15/2022	12/14/2027

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Body Worn Camera Multi-Bay Dock TAP Bundle	80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	1	12/15/2022	12/14/2027
Body Worn Camera Single-Bay Dock TAP Bundle	80466	EXT WARRANTY, SINGLE-BAY DOCK (TAP)	1	12/15/2022	12/14/2027
Body Worn Camera TAP Bundle	80464	EXT WARRANTY, CAMERA (TAP)	8	12/15/2022	12/14/2027

Nov 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4 - Licenses & TAP	73449	RESPOND DEVICE LICENSE	8	\$480.00	\$0.00	\$480.00
Year 4 - Licenses & TAP	73638	STANDARDS ACCESS LICENSE	8	\$864.00	\$0.00	\$864.00
Year 4 - Licenses & TAP	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	8	\$2,304.00	\$0.00	\$2,304.00
Year 4 - Licenses & TAP	73687	EVIDENCE.COM VIEWER LICENSE	1	\$60.00	\$0.00	\$60.00
Year 4 - Licenses & TAP	75015	SIGNAL SIDEARM KIT	8	\$398.40	\$34.86	\$433.26
Year 4 - Licenses & TAP	Basic.License	Basic License Bundle	6	\$1,080.00	\$0.00	\$1,080.00
Year 4 - Licenses & TAP	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$354.00	\$25.13	\$379.13
Year 4 - Licenses & TAP	BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	1	\$108.00	\$5.36	\$113.36
Year 4 - Licenses & TAP	BWCamTAP	Body Worn Camera TAP Bundle	8	\$2,688.00	\$183.99	\$2,871.99
Year 4 - Licenses & TAP	Pro.License	Pro License Bundle	2	\$936.00	\$0.00	\$936.00
Total				\$9,272.40	\$249.34	\$9,521.74

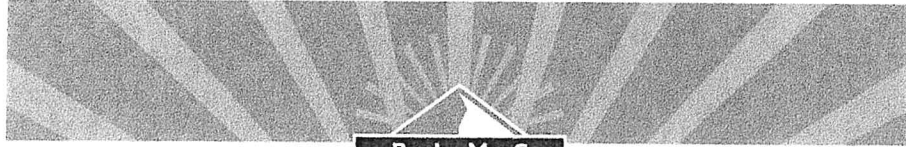
Nov 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5 - Licenses & TAP	73449	RESPOND DEVICE LICENSE	8	\$480.00	\$0.00	\$480.00
Year 5 - Licenses & TAP	73638	STANDARDS ACCESS LICENSE	8	\$864.00	\$0.00	\$864.00
Year 5 - Licenses & TAP	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	8	\$2,304.00	\$0.00	\$2,304.00
Year 5 - Licenses & TAP	73687	EVIDENCE.COM VIEWER LICENSE	1	\$60.00	\$0.00	\$60.00
Year 5 - Licenses & TAP	75015	SIGNAL SIDEARM KIT	8	\$398.40	\$34.86	\$433.26
Year 5 - Licenses & TAP	Basic.License	Basic License Bundle	6	\$1,080.00	\$0.00	\$1,080.00
Year 5 - Licenses & TAP	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$354.00	\$25.13	\$379.13
Year 5 - Licenses & TAP	BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	1	\$108.00	\$5.36	\$113.36
Year 5 - Licenses & TAP	BWCamTAP	Body Worn Camera TAP Bundle	8	\$2,688.00	\$183.99	\$2,871.99
Year 5 - Licenses & TAP	Pro.License	Pro License Bundle	2	\$936.00	\$0.00	\$936.00
Total				\$9,272.40	\$249.34	\$9,521.74

Signature

Date Signed

9/23/2022





Sun Ridge Systems, Inc.

To: Chief Greg Allen, Rio Dell Police Department
From: Tamera Melrose
Subject: Quotation for RIMS Software
Date: August 3, 2022

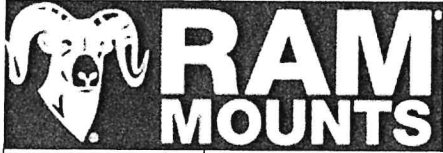
The following is a quotation for RIMS software based upon your recent request.

Item	Price
RIMS Officer Training Management Software	\$3,000
Installation Completed via Remote Access and Phone (includes 4-hrs Remote Training)	\$2,100
Annual Support and Updates - First Year	\$450
TOTAL	\$5,550

Training shall not exceed 4 hours and can only take place during regular business hours Monday thru Friday. Training is booked several weeks in advance and schedules can fill up quickly, so it is important to let us know your preferred training date as soon as possible.

If you plan to purchase via a purchase order, Sun Ridge Systems may require you to make some minor modifications to the purchase order's Standard Terms and Conditions. Specifically, sections related to Warranty and Indemnification may require modification. Examples of these modifications can be provided upon request.

This quotation is valid for 90 days and may not be changed after that. If you have questions, or wish to proceed, please feel free to send me an email or give me a call at 1-800-474-2565.



Product image	Description	Quantity	Price
	RAM® No-Drill™ Vehicle Base for '13-18 Ford Taurus + More	2	\$240.98
	RAM® No-Drill™ Vehicle Base for '15-23 Ford F-150, '17-22 F-250 + More	1	\$61.49
	RAM® No-Drill™ Vehicle Base for '20-21 Ford Explorer	2	\$148.98
	RAM® 75x75mm VESA Plate with Ball and Steel Reinforced Post	5	\$147.45

Cost summary

Description	Price
Subtotal	\$598.90
Shipping	Calculated at next step
Total	USD \$598.90

ITEMS NEEDED TO MOUNT MOBILE COMPUTERS IN VEHICLES