



RIO DELL CITY COUNCIL  
**VIRTUAL MEETING AGENDA**  
**REGULAR MEETING - 6:30 P.M.**  
**TUESDAY, DECEMBER 15, 2020**  
CITY COUNCIL CHAMBERS  
675 WILDWOOD AVENUE, RIO DELL

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***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](http://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)**

Due to the unprecedented public health threats posed by COVID-19 and the resultant need for social distancing, changes to the City Council meeting format are required. Executive Order N-25-20 and N-29-20 from Governor Gavin Newsom allow for telephonic Council meetings of the City Council and waives in-person accessibility for Council meetings, provided that there are other means for the public to participate. Therefore, and effective immediately, and continuing only during the period in which state or local public health officials have imposed or recommended social distancing measures, the Rio Dell City Council will only 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](mailto: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

1) 2020/1215.01 - Swearing in of Newly Elected Councilmembers  
Gordon Johnson, Frank Wilson and Amanda Carter

2) 2020/1215.02 - Election of Mayor and Mayor Pro Tem **(ACTION)** 1

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 intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.*

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) 2020/1215.03 - Approve Minutes of the December 1, 2020 Regular Meeting **(ACTION)** 9

2) 2020/1215.04 - Adopt Resolution No. 1470-2020 Accepting the Certification of Votes for the November 3, 2020 General Election **(ACTION)** 14

3) 2020/1215.05 - Adopt Resolution No. 1471-2020 Directing that all Newly Elected Councilmembers attend the League of California Cities training for new Mayors and City Councilmembers **(ACTION)** 24

- 4) 2020/1215.06 - Adopt Resolution No. 1472-2020 Amending FY 2020-21 Budget to Include Funding from the State Water Resource Control Board **(ACTION)** 32
- 5) 2020/1215.07 - Receive and File Check Register for November **(ACTION)** 35
- G. ITEMS REMOVED FROM THE CONSENT CALENDAR
- H. REPORTS/STAFF COMMUNICATIONS
- 1) 2020/1215.08 - City Manager/Staff Update **(RECEIVE & FILE)** 38
- I. SPECIAL PRESENTATIONS/STUDY SESSIONS
- 1) 2020/1215.09 - Presentation – Supervisor-Elect Michelle Bushnell **(RECEIVE AND FILE)** 42
- 2) 2020/1215.10 - Presentation – Community Services Officer Jolene Matthews **(RECEIVE AND FILE)** 43
- J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS
- 1) 2020/1215.11 - Appointment of Ad Hoc Committee Related to Economic Development **(DISCUSSION/POSSIBLE ACTION)** 44
- K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS
- L. COUNCIL REPORTS/COMMUNICATIONS
- M. ADJOURNMENT

*The next regular City Council meeting is scheduled for  
Tuesday, January 5, 2021 at 6:30 p.m.*

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



## STAFF REPORT

TO: Mayor and Members of the City Council  
FROM: Karen Dunham, City Clerk  
THROUGH: Kyle Knopp, City Manager  
DATE: December 15, 2020  
SUBJECT: **Election of Mayor and Mayor Pro Tem**

### RECOMMENDATION

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

### BACKGROUND AND DISCUSSION

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

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

All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tem unless a Councilmember chooses to decline nomination. Each term will be for two (2) years ending with the 2022 General Election.

Due to the alterations in the meeting format as a result of COVID-19, the election process will be modified. Any Council Member wishing to decline nomination for Mayor and/or Mayor Pro Tem will need to notify the City Clerk prior to the start of the meeting so that their name can be removed from the ballot.

Ballots will be provided to Council Members with the agenda packet. The process will begin with the selection of Mayor. The Mayor will call for a short recess to allow Council Members to complete their ballot and forward it to the City Clerk via email at [dunhamk@cityofriodell.ca.gov](mailto:dunhamk@cityofriodell.ca.gov) or by calling or texting their vote to her at (707) 498-1765. The City Clerk will read the results of the vote and follow the process for filling the position pursuant to Resolution 1127-2011. Council Members will then be asked to vote for their choice for the position of Mayor Pro Tem, following the same process.

**Attachments:**

Resolution No. 1127-2011

Ballot for Mayor (2)

Ballot for Mayor Pro Tem (2)



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

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

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

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

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

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

1. Upon notice of a vacancy, an application time period shall be designated whereby interested applicants may complete an application to fill the vacant seat.
2. Names of all qualified applicants shall be placed in nomination for the vacant Seat.
3. All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tempore (with the exception of the newly appointed Mayor). Any Councilmember may decline nomination for Mayor or Mayor Pro-Tempore.
4. Applicants shall be given an opportunity to make a short presentation to the Council at a public meeting.
5. At a City Council meeting where the vacancy is ajenized, each Councilmember will write the name of the applicant of their choice, and sign their ballot.

6. The ballots will be passed to the City Clerk to be counted and announced by name and for whom they voted.
7. If an applicant receives 3 or more votes, that candidate is chosen for the vacancy. Otherwise, there will be a runoff ballot between the top 2 applicants. Applicants receiving 2 votes will be placed in the runoff, and a separate vote shall be held for those receiving 1 vote if only 1 applicant has 2 votes (i.e. 2,1,1,1).
7. In the case of ties, a revote will be held.
8. After 3 ties, the Council will declare that the item be continued and placed on the next regular agenda.
9. At the next regular or special council meeting where the continued item is agendized, the Council shall re-vote up to 2 more times in the same manner as described above. In the event there is still a tie vote, the Council will declare a deadlock and reopen the application process.

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

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

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

\_\_\_\_\_  
Julie Woodall, Mayor

Attest:

\_\_\_\_\_  
Karen Dunham, City Clerk



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**CITY OF RIO DELL  
BALLOT FOR THE SELECTION OF  
MAYOR  
Term Ending 2022**

*Instructions:*

- 1. Write your name on the ballot, in the lower left-hand corner*
- 2. Circle the name of your selection for the position of Mayor*
- 3. Return your ballot to the City Clerk in person or via email to [dunhamk@cityofriodell.ca.gov](mailto:dunhamk@cityofriodell.ca.gov) prior to the meeting or text or call (707) 764-3532 with your vote.*

Position – Mayor

Candidate

Carter

Garnes

~~Johnson~~ (Declined)

Wilson

Woodall

Name \_\_\_\_\_





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**CITY OF RIO DELL  
BALLOT FOR THE SELECTION OF  
MAYOR  
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*Instructions:*

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Position – Mayor

Candidate

Carter

Garnes

~~Johnson~~ (Declined)

Wilson

Woodall

Name \_\_\_\_\_



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**CITY OF RIO DELL  
BALLOT FOR THE SELECTION OF  
MAYOR PRO TEM  
Term Ending 2022**

*Instructions:*

- 1. Write your name on the ballot, in the lower left-hand corner*
- 2. Circle the name of your selection for the position of Mayor Pro Tem*
- 3. Return your ballot to the City Clerk in person or via email to [dunhamk@cityofriodell.ca.gov](mailto:dunhamk@cityofriodell.ca.gov) prior to the meeting or call or text your vote to (707) 498-1765.*

Position – Mayor Pro Tem

Candidate

Carter

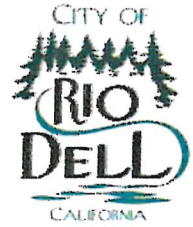
Garnes

Johnson

Wilson

Woodall

Name \_\_\_\_\_



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**CITY OF RIO DELL  
BALLOT FOR THE SELECTION OF  
MAYOR PRO TEM  
Term Ending 2022**

*Instructions:*

- 1. Write your name on the ballot, in the lower left-hand corner*
- 2. Circle the name of your selection for the position of Mayor Pro Tem*
- 3. Return your ballot to the City Clerk in person or via email to [dunhamk@cityofriodell.ca.gov](mailto:dunhamk@cityofriodell.ca.gov) prior to the meeting or call or text your vote to (707) 498-1765.*

Position – Mayor Pro Tem

Candidate

Carter

Garnes

Johnson

Wilson

Woodall

Name \_\_\_\_\_

**RIO DELL CITY COUNCIL  
REGULAR MEETING MINUTES  
DECEMBER 1, 2020**

The regular “virtual” meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Garnes.

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

Absent: Councilmember Strahan

Others Present: City Manager Knopp, Chief of Police Conner, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, and City Clerk Dunham

Absent: Community Development Director Caldwell and Interim Finance Director Dillingham

**PUBLIC PRESENTATIONS**

Mayor Garnes asked if there were any public comments.

City Clerk Dunham read a public comment from Ranada Laughlin related to re-occurring vandalism at the Davis Street Park. (Included as Attachment A to these minutes).

**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. Councilmember Wilson removed consent calendar item 4 for separate discussion.

Motion was made by Woodall/Johnson to approve the consent calendar including the minutes of November 17, 2020 special meeting, approval of minutes of the November 17, 2020 regular meeting, and adoption of Resolution No. 1469-2020 accepting the City’s updated annex to the Humboldt Operational Area Hazard Mitigation Plan. Motion carried 4-0.

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

Approval of Streets Projects for 2021 and 5-Year Streets Improvement Plan

Councilmember Wilson said that he had no problem with the 5-year plan as submitted and asked if the action is to authorize staff to send out Request for Proposals (RFP’s).

City Manager Knopp explained that the plan is to send out RFP’s in January but that there is a bit of development needed to prepare bids prior to sending them out.

**DECEMBER 1, 2020 MINUTES**  
**Page 2**

Councilmember Wilson asked if the item would come back to Council should the bids come in higher than estimated.

City Manager Knopp explained that the City Council would need to approve a budget adjustment even if the bids come in even or under the estimated bid amount but there needs to be a clear cost of the projects first. He commented on the likelihood of the projects going into the next fiscal year's budget.

Motion was made by Wilson/Johnson to approve the streets projects for 2021 and the 5-Year Streets Improvement Plan. Motion carried 4-0.

### **REPORTS/STAFF COMMUNICATIONS**

#### City Manager/Staff Update

City Manager Knopp provided highlights of the staff update and was happy to report on the hiring of Jolene Matthews as the new Community Services Officer (CSO) and encouraged Councilmembers to stop by and say hello to her. He also reported that Dan McCauley would be replacing the ibex Ram sculpture with a magnificent Bald Eagle and is also working on a charging Buffalo to replace the Bull Elk and another sculpture to replace the Bear.

He said that staff was continuing to work on assembling a facilitator and/or panel for an Economic Development workshop and was working with the Humboldt County Economic Development division and other potential partners.

He further reported on the resurgence of the COVID-19 virus and brought up on the screen, the latest testing for COVID at the wastewater treatment plant. He pointed out that the interpretation of the results needs to be left up to the County Public Health Department. He commented that we are seeing an increase in results, not only in the wastewater treatment plant sampling but throughout the County. He noted that staff would provide additional updates at the next meeting.

Wastewater Superintendent Taylor commented that he discussed the frequency of sampling with the City Manager with another test scheduled for this week and throughout December. He said that staff was using available tools and resources to aid and assist the County Public Health Department in tracing the results.

City Manager Knopp noted that some additional protective measures at City Hall were implemented such as only allowing one person in the lobby at a time. In addition, all City staff are required to undergo COVID testing this week. The city would continue to follow advice from the County Public Health Department on all COVID related matters.

Mayor Pro Tem Woodall asked what the turn around time is on the results of the COVID testing for staff.

**DECEMBER 1, 2020 MINUTES**  
**Page 3**

City Manager Knopp said that it was his understanding that there would be a 2-3-day turnaround for results of the COVID testing so he should have the majority of the results by the end of the week with the results evaluated next week. He commented that under the new CDC guidelines, facemasks must be worn inside any public environment and outside where six-foot distancing cannot be maintained.

Mayor Pro Tem Woodall asked if staff would be required to undergo further testing and if it is a requirement to keep their job.

City Manager Knopp said that staff would be asked to do additional testing and that is a requirement of the job.

Councilmember Johnson referred to the City Clerk update regarding the building permit for the Tesla Energy Storage System at the wastewater treatment plant and asked for a timeline on the project.

Wastewater Superintendent Taylor reported that Tesla representatives submitted the plans and specs for staff to review and send back with any proposed changes or modifications. He indicated that the plans are currently being reviewed by the staff and the Fire Chief. It was estimated that the project would likely come to fruition during the second or third quarter of 2021.

Councilmember Wilson referred to the Police Department update related to the police pursuit that began in Eureka and asked if the high-speed chase was pursued through Rio Dell.

Chief Conner explained that Officer Mitchell was posted at Chapman's Gem and Mineral and as the suspect vehicle passed by, he joined the pursuit. The suspect vehicle took the Wildwood Ave. exit and eluded the police by getting back on the freeway northbound. A Sheriff deputy spotted the vehicle near College of the Redwoods and the pursuit resumed southbound on the freeway. Officer Mitchell was then posted near the intersection with Highway 36 and once again joined the pursuit as the suspect passed by. The CHP deployed a spike strip in the area of Jordan Road and the suspect vehicle was disabled and the suspect was apprehended near the Pepperwood exit. He said that the high-speed chase through Rio Dell was very slight.

Mayor Garnes thanked Water/Roadways Superintendent Jensen for his comments during the Streets Workshop stressing the importance of maintaining streets to avoid further deterioration. She asked about the status of the Welcome sign coming into town from the north.

Water/Roadways Superintendent Jensen reported that the sign is currently being re-printed and would be replaced soon.

**DECEMBER 1, 2020 MINUTES**  
**Page 4**

Mayor Garnes asked Chief Conner if it would be possible to have a Zoom video of the new CSO at the next meeting so citizens would be able to recognize her.

Chief Conner agreed to arrange for her to attend the next meeting and noted that she would also be participating in Nuisance Advisory Committee meetings.

**COUNCIL REPORTS/COMMUNICATIONS**

Mayor Pro Tem Woodall extended special thanks to Nick Angeloff and the other volunteers for putting up Christmas decorations throughout town.

Mayor Garnes also extended thanks and said that they did a beautiful job and did Rio Dell proud.

Councilmember Wilson reported that he attended a Redwood Coast Energy Authority meeting and invited anyone with questions to contact him.

Councilmember Johnson reported on the Adhoc Committee that he and Mayor Pro Tem Woodall were appointed to and said that a letter was sent to the school related to the Davis St. Park and that he would be attending the meeting of the School Board on December 10 via Zoom.

He also reported that he would be attending the next Redwood Region Economic Development Commission (RREDC) meeting on December 14 and a Last Change Grade Zoom meeting on December 17 and would report back to the Council at a subsequent meeting.

Mayor Garnes reported on her attendance at the League of California Cities Leadership Briefing where they looked at past and new legislation and looked at priority setting based on the recent survey sent out to the counties and cities. She noted that they would finalize priorities for 2021 at the next meeting on December 11.

**ADJOURNMENT**

Motion was made by Johnson/Wilson to adjourn the meeting at 6:57 p.m. to the December 15, 2020 Regular meeting. Motion carried 4-0.

\_\_\_\_\_  
Debra Garnes, Mayor

Attest:

\_\_\_\_\_  
Karen Dunham, City Clerk

## Public Comment

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**From:** Ranada Laughlin <ranadariodell@att.net>  
**Sent:** Sunday, November 29, 2020 3:39 PM  
**To:** Public Comment  
**Cc:** Angela Johnson  
**Subject:** City Council 12-1-2020 Possible Solution Davis St. Park Vandalism

Problem: Re-occurring Vandalism at Davis Street Park: Tennis Court, Ball Field Area and now illegal dumping in the parking lot

Possible solution/deterrent: Video Camera Installation

Funding: Public/Public Partnership between City of Rio Dell and Rio Dell School District (Measure D)

Could the two agencies responsible for this PUBLIC PROPERTY please work together to restore the faith of taxpayers that their tax dollar investment is being cared for?

This PUBLIC PROPERTY has COMMUNITY BENEFIT and it's recurring vandalism/illegal dumping is really hurting the morale of this community. Installing video cameras could deter crime and slow the deterioration of this PUBLIC PROPERTY. Cameras could identify those responsible so they can get the services they need.

Thank you for your consideration and responsible stewardship.

Ranada Laughlin  
570 Gunnerson Lane  
Rio Dell, CA 95562  
(707)764-1785





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675 Wildwood Avenue  
Rio Dell, CA 95562

## STAFF REPORT

TO: Rio Dell City Council  
FROM: Karen Dunham, City Clerk  
THROUGH: Kyle Knopp, City Manager  
DATE: December 15, 2020  
RE: Accepting Certification of Votes

### RECOMMENDATION

Approve Resolution No. 1470-2020 Accepting the Certification of Votes for the November 3, 2020 General Election.

### BUDGETARY IMPACT

None

### BACKGROUND AND DISCUSSION

The Humboldt County Elections Department officially certified the votes cast in the November 3, 2020 General Election on December 1, 2020. The Resolution accepts the vote count and recognizes the election of Amanda Carter and Frank Wilson as Councilmembers Elect for four-year terms ending with the 2024 General Election, and Gordon Johnson as Councilmember Elect for a two-year term ending with the 2022 General Election.

### ATTACHMENTS:

Resolution No. 1470-2020  
Certificates of Election  
Official Vote Count



**RESOLUTION NO. 1470-2020  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL  
ACCEPTING THE CERTIFICATION OF VOTES FOR THE  
NOVEMBER 3, 2020 GENERAL ELECTION**

**WHEREAS**, the Humboldt County Election Division has officially certified the votes cast in the November 3, 2020 General Election for the City of Rio Dell for Rio Dell City Councilmembers as:

<b>Gordon Johnson</b>	<b>2-yr. term</b>	<b>1047</b>	<b>100%</b>
<b>Frank Wilson</b>	<b>4-yr. term</b>	<b>864</b>	<b>54.55%</b>
<b>Amanda Carter</b>	<b>4-yr. term</b>	<b>737</b>	<b>45.45%</b>

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIO DELL DOES HERewith RESOLVE:**

To accept the vote count as certified by the Humboldt County Election Division (copy attached);  
and

To recognize the election of the three (3) candidates as Councilmembers Elect for one 2-year term and two 4- year terms or as otherwise prescribed by law.

**PASSED AND ADOPTED** this 15<sup>th</sup> day of December, 2020 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
Debra Garnes, Mayor, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above to be a full, true and correct copy of Resolution No. 1470-2020 adopted by the City Council of the City of Rio Dell on December 15, 2020.

\_\_\_\_\_  
Karen Dunham, CMC  
City Clerk, City of Rio Dell

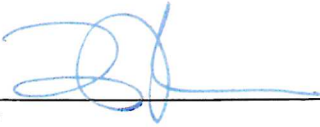
**Certificate of Results of Canvass  
November 3, 2020  
Presidential General Election  
Rio Dell City Councilmember**

STATE OF CALIFORNIA        }  
  }  
COUNTY OF HUMBOLDT        }        SS

I, Kelly E. Sanders, Registrar of Voters of the County of Humboldt, do hereby certify that pursuant to the provisions of Section 15301 et al., of the California Elections Code, I did canvass the return of votes cast in the November 3, 2020, Presidential General Election, and that the Statement of Votes Cast to which this Certification is attached shows the total number of votes cast and the total number of votes cast for each candidate and/or measure in each respective precinct therein and that the totals for each candidate and/or measure are true and correct.

WITNESS MY HAND AND OFFICIAL SEAL this 15<sup>th</sup> Day of December, 2020.

KELLY E. SANDERS  
REGISTRAR OF VOTERS

Signed:   
Deputy

**FINAL REPORT**

**Humboldt County**

**Official Results**

Official Election

**PRESIDENTIAL GENERAL ELECTION**

Registered Voters

69932 of 85317 = 81.97%

Precincts Reporting

66 of 66 = 100.00%

Run Time 10:11 AM  
Run Date 12/01/2020

11/3/2020

Page 9

**FORTUNA CITY COUNCILMEMBER - Vote for no more than TWO (2)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
TAMI TRENT		3,159	40.75%	161	36.43%	140	37.14%	3,460	40.36%
MIKE LOSEY		3,157	40.72%	171	38.69%	149	39.52%	3,477	40.56%
DEAN GLASER		1,437	18.53%	110	24.89%	88	23.34%	1,635	19.07%
Cast Votes:		7,753	100.00%	442	100.00%	377	100.00%	8,572	100.00%
Undervotes:		2,403		269		119		2,791	
Overvotes:		1		0		0		1	
Unresolved write-in votes:		62		3		6		71	

**RIO DELL CITY COUNCILMEMBER, 2-YR - Vote for no more than ONE (1)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
GORDON E. JOHNSON		917	100.00%	66	100.00%	64	100.00%	1,047	100.00%
Cast Votes:		917	100.00%	66	100.00%	64	100.00%	1,047	100.00%
Undervotes:		250		25		7		282	
Overvotes:		0		0		0		0	
Unresolved write-in votes:		48		1		7		56	

**RIO DELL CITY COUNCILMEMBER, 4-YR - Vote for no more than TWO (2)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
AMANDA CARTER		663	46.40%	40	45.45%	34	40.48%	737	46.03%
FRANK WILSON		766	53.60%	48	54.55%	50	59.52%	864	53.97%
Cast Votes:		1,429	100.00%	88	100.00%	84	100.00%	1,601	100.00%
Undervotes:		954		93		67		1,114	
Overvotes:		0		0		0		0	
Unresolved write-in votes:		47		3		5		55	

**TRINIDAD CITY COUNCILMEMBER, 2-YR - Vote for no more than ONE (1)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
DAVID W. GROVER		169	75.78%	2	66.67%	2	100.00%	173	75.88%
MICHAEL J. MORGAN		54	24.22%	1	33.33%	0	0.00%	55	24.12%
Cast Votes:		223	100.00%	3	100.00%	2	100.00%	228	100.00%
Undervotes:		32		4		0		36	
Overvotes:		1		0		0		1	
Unresolved write-in votes:		3		0		0		3	

RIO DELL CITY COUNCILMEMBER, 4-YR

Cumulative Totals

Precinct	Registration	Ballots Cast	Turnout (%)	CUMULATIVE TOTALS	
				AMANDA CARTER	FRANK WILSON
2R--1	1,892	1,385	73.2	737	864
<b>Vote By Mail Totals</b>	<b>1,892</b>	<b>1,215</b>	<b>64.2</b>	<b>663</b>	<b>766</b>
<b>Election Day Voting Totals</b>	<b>1,892</b>	<b>92</b>	<b>4.9</b>	<b>40</b>	<b>48</b>
<b>Early Voting Totals</b>	<b>1,892</b>	<b>78</b>	<b>4.1</b>	<b>34</b>	<b>50</b>
<b>Grand Totals</b>	<b>1,892</b>	<b>1,385</b>	<b>73.2</b>	<b>737</b>	<b>864</b>

Official Election

PRESIDENTIAL GENERAL ELECTION

Registered Voters  
69932 of 85317 = 81.97%  
Precincts Reporting  
66 of 66 = 100.00%

Run Time 10:11 AM  
Run Date 12/01/2020

11/3/2020

Page 9

**FORTUNA CITY COUNCILMEMBER - Vote for no more than TWO (2)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
TAMI TRENT		3,159	40.75%	161	36.43%	140	37.14%	3,460	40.36%
MIKE LOSEY		3,157	40.72%	171	38.69%	149	39.52%	3,477	40.56%
DEAN GLASER		1,437	18.53%	110	24.89%	88	23.34%	1,635	19.07%
Cast Votes:		7,753	100.00%	442	100.00%	377	100.00%	8,572	100.00%
Undervotes:		2,403		269		119		2,791	
Overvotes:		1		0		0		1	
Unresolved write-in votes:		62		3		6		71	

**RIO DELL CITY COUNCILMEMBER, 2-YR - Vote for no more than ONE (1)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
GORDON E. JOHNSON		917	100.00%	66	100.00%	64	100.00%	1,047	100.00%
Cast Votes:		917	100.00%	66	100.00%	64	100.00%	1,047	100.00%
Undervotes:		250		25		7		282	
Overvotes:		0		0		0		0	
Unresolved write-in votes:		48		1		7		56	

**RIO DELL CITY COUNCILMEMBER, 4-YR - Vote for no more than TWO (2)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
AMANDA CARTER		663	46.40%	40	45.45%	34	40.48%	737	46.03%
FRANK WILSON		766	53.60%	48	54.55%	50	59.52%	864	53.97%
Cast Votes:		1,429	100.00%	88	100.00%	84	100.00%	1,601	100.00%
Undervotes:		954		93		67		1,114	
Overvotes:		0		0		0		0	
Unresolved write-in votes:		47		3		5		55	

**TRINIDAD CITY COUNCILMEMBER, 2-YR - Vote for no more than ONE (1)**

Choice	Party	Vote By Mail		Election Day Voting		Early Voting		Total	
DAVID W. GROVER		169	75.78%	2	66.67%	2	100.00%	173	75.88%
MICHAEL J. MORGAN		54	24.22%	1	33.33%	0	0.00%	55	24.12%
Cast Votes:		223	100.00%	3	100.00%	2	100.00%	228	100.00%
Undervotes:		32		4		0		36	
Overvotes:		1		0		0		1	
Unresolved write-in votes:		3		0		0		3	

RIO DELL CITY COUNCILMEMBER, 2-YR

Cumulative Totals

Precinct	Registration	Ballots Cast	Turnout (%)	GORDON E. JOHNSON
2R--1	1,892	1,385	73.2	1,047
<b>Vote By Mail Totals</b>	1,892	1,215	64.2	917
<b>Election Day Voting Totals</b>	1,892	92	4.9	66
<b>Early Voting Totals</b>	1,892	78	4.1	64
<b>Grand Totals</b>	1,892	1,385	73.2	1,047

## *Certificate of Election*

*State of California*            }  
*County of Humboldt*

*I, Kelly E. Sanders, Registrar of Voters in and for the County of Humboldt in the State of California, do hereby certify that at a general election held in and for said county on November 3, 2020, GORDON E. JOHNSON was elected to the office of RIO DELL CITY COUNCILMEMBER, 2-YEAR for the County of Humboldt as appears by the official returns of said election and the statement of votes cast now on file.*

*IN WITNESS WHEREOF, I have hereunto affixed my hand and seal this 1st day of December, 2020.*

  
\_\_\_\_\_  
*Kelly E. Sanders*



## *Certificate of Election*

*State of California*        }  
*County of Humboldt*

*I, Kelly E. Sanders, Registrar of Voters in and for the County of Humboldt in the State of California, do hereby certify that at a general election held in and for said county on November 3, 2020, AMANDA CARTER was elected to the office of RIO DELL CITY COUNCILMEMBER, 4-YEAR for the County of Humboldt as appears by the official returns of said election and the statement of votes cast now on file.*

*IN WITNESS WHEREOF, I have hereunto affixed my hand and seal this 1st day of December, 2020.*

  
\_\_\_\_\_  
*Kelly E. Sanders*

## *Certificate of Election*

*State of California*            }  
*County of Humboldt*

*I, Kelly E. Sanders, Registrar of Voters in and for the County of Humboldt in the State of California, do hereby certify that at a general election held in and for said county on November 3, 2020, FRANK WILSON was elected to the office of RIO DELL CITY COUNCILMEMBER, 4-YEAR for the County of Humboldt as appears by the official returns of said election and the statement of votes cast now on file.*

*IN WITNESS WHEREOF, I have hereunto affixed my hand and seal this 1st day of December, 2020.*

*Kelly E. Sanders*  
*Kelly E. Sanders*

---

675 Wildwood Avenue  
Rio Dell, CA 95562



## STAFF REPORT

TO: Rio Dell City Council

FROM: Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: December 15, 2020

RE: League of California Cities New Council Member Training

### RECOMMENDATION

Approve Resolution No. 1471-2020 directing that all newly elected City Council Members attend the League of California Cities' training for new Mayors and City Council Members, held in January of each year, or, should the training not be available, attend a reasonable substitute at the earliest opportunity.

### BUDGETARY IMPACT

Normally the League holds the academy in Sacramento and the cost in 2020 was \$625 plus transportation and lodging. The upcoming academy's cost for the remote "virtual" training is \$250. Council training is included in the FY 2020/21 budget.

### BACKGROUND AND DISCUSSION

Each January, the League of California Cities hosts the Academy for New Mayors and City Council Members, to acquaint these elected officials with the basic legal and practical framework of how city officials operate.

The academy provides training on fundamental topics for local government taught by subject matter experts and seasoned elected officials. The program also provides the state-mandated AB 1234 Ethics training and AB 1661 Sexual Harassment Prevention Training and is the first of three stages for leadership levels for local officials.

A schedule of sessions for the 2021 academy and a sample list of topics covered from recent years is included as Attachment A.

Councilmember Elect Carter has agreed and is registered for this year's conference. This year's training will be held on January 21, 22, 28, and 29. Full conference registration will include: a ticket to all virtual educational sessions and networking opportunities taking place during these four days, access to recordings of all educational sessions, and electronic access to all program materials. Registration for the conference grants access to all session recordings for later viewing should the participant not be available for every session.

**ATTACHMENTS:**

Resolution No. 1471-2020  
List of Training Topics



**RESOLUTION NO. 1471-2020  
A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF RIO DELL, CALIFORNIA  
DIRECTING THAT ALL NEWLY ELECTED MAYORS  
AND COUNCIL MEMBERS ATTEND THE LEAGUE OF  
CALIFORNIA CITIES NEW MAYORS AND COUNCIL  
MEMBERS ACADEMY AT THE NEXT AVAILABLE ACADEMY  
DATE FOLLOWING BEING SEATED ON THE CITY COUNCIL**

**WHEREAS**, the citizens of Rio Dell benefit from a City Council with a strong knowledge of the framework within which elected city officials operate; and

**WHEREAS**, the League of California Cities hosts a New Mayors and City Council Members Academy every January for newly elected officials; and

**WHEREAS**, this academy provides critical training on important, fundamental topics for local government and is taught by subject matter experts and seasoned elected officials.

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Rio Dell hereby directs that all newly elected City Council Members shall attend the next available League of California Cities New Mayors and City Council Members Academy following their being seated on the City Council, or, should the academy not be available in a given year, attend a reasonable substitute.

**PASSED, APPROVED AND ADOPTED** this 15<sup>th</sup> day of December, 2020 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Debra Garnes, Mayor

ATTEST:

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Karen Dunham, City Clerk

[Home](#) > [Education & Events](#) > [New Mayors and Council Members Academy](#) > [Virtual Conference Information](#) >

Schedule/Sessions

[Registration](#)

[Schedule/Sessions](#)

[Virtual Conference Information](#)

## Schedule/Sessions

Join us for new learning formats, timely topics and quality content. Below is a list of preliminary concurrent and general sessions. Need more detail? Watch the website for dates, times, speakers and late breaking sessions. Please note, sessions and speakers are subject to change due to unforeseen circumstances.

Thursday, January 21

Morning Coffee Chat

8:30 - 9:15 a.m.

[\(show details\)](#)

City of Dysfunction Junction - How to Conduct an Effective and Respectful Council Meeting

9:30 - 11:30 a.m.

[\(show details\)](#)

Your League of California Cities and How To Use It

1:00 - 1:45 p.m.

[\(show details\)](#)

Relationship between City Council and City Management

2:00 - 3:30 p.m.

[\(show details\)](#)

Friday, January 22

Morning Coffee Chat

8:30 - 9:15 a.m.

[\(show details\)](#)

Financial Responsibilities, City Revenues Workshop

9:30 a.m. - 12:30 p.m.

[\(show details\)](#)

Thursday, January 28

Morning Coffee Chat

8:30 - 9:15 a.m.

[\(show details\)](#)

Effective Advocacy & Key City Issues

9:30 - 10:30 a.m.

[\(show details\)](#)

Policy Role in Land Use Planning

11:00 a.m. - 12:00 p.m.

[\(show details\)](#)

Your Legal Powers and Obligations

1:30 - 3:00 p.m.

[\(show details\)](#)

Friday, January 29

Morning Coffee Chat

8:30 - 9:00 a.m.

[\(show details\)](#)

Communications and Civic Engagement

9:15 - 10:30 a.m.

[\(show details\)](#)

From Dangerous Discourse to Extraordinary Engagement: Changing the Conversation on Inclusion

11:00 a.m. - 12:30 p.m.

[\(show details\)](#)

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[New Privacy Policy](#)

[Registration](#)

[Schedule/Sessions](#)

[Virtual Conference Information](#)

## 2020 Session Materials

### Presentations

- [2020 New Mayors and Council Members program](#)
- [Communications and Civic Engagement](#)
- [Effective Advocacy and Key City Issues](#)
- [Financial Responsibilities and City Revenues](#)
- [Harassment Prevention Training for Supervisors and Officials \(AB 1661\)](#)
- [Policy Role in Land Use Planning](#)
- [Understanding Public Service Ethics Laws and Principles \(AB 1234\)](#)
- [Your League and How to Use it](#)
- [Your Legal Powers and Obligations](#)

### 2020 New Mayors & Council Members Resource Guide

- [01 Effective Advocacy and Key City Issues](#)
- [02 Your Legal Powers and Obligations](#)
- [03 Financial Responsibilities and City Revenues Workshop](#)
- [04 Policy Role in Land Use Planning](#)
- [05 Your League and How To Use It](#)
- [06 Relationship Between City Council and City Manager Staff](#)
- [07 Communications and Civic Engagement](#)
- [08 AB 1661 Sexual Harassment Prevention Training](#)
- [09 AB 1234 Training](#)
- [10 Your Role as an Elected Official](#)
- [11 Understanding Your City's Departments](#)
- [12 Torch Program](#)
- [13 Acronyms in Local Government](#)
- [14 Additional Resources](#)
- [2020 New Mayors & Council Members Resource Guide - Full](#)

### 2019 Session Materials

#### Presentations



- Communications & Civic Engagement - Park
- Effective Advocacy and Key City Issues - Carrigg
- Financial Responsibilities, City Revenues Workshop - Coleman
- How To Build and Maintain the Public's Trust (AB 1234 Training) - Jex and Vega
- How To Build and Maintain the Public's Trust (AB 1234 Training) - van Hoften and Witt
- Legislative Landscape: Housing - Rhine
- Mayors Roundtable: So You Wanted To Be A Mayor...Now What? - Minto
- Policy Role in Land Use Planning - Srivatsa and Teague
- Relationship Between City Council and City Management - Duggan
- Sexual Harassment Prevention Training (AB 1661 Training) - Drottz-Kalty
- Sexual Harassment Prevention Training (AB 1661 Training) - Crawford
- Your League And How To Use It - Coleman and Arbuckle
- Your Legal Powers and Obligations - Manning

#### 2019 New Mayors & Council Members Resource Guide

- 01. Effective Advocacy & Key City Issues
- 02. Your Legal Powers and Obligations
- 03. Financial Responsibilities, City Revenues Workshop
- 04. Policy Role in Land Use Planning
- 05. Your League and How To Use It
- 06. Relationship Between City Council and City Management
- 07. Communications and Civic Engagement
- 08. AB 1234 Ethics Training
- 09. Your Role As An Elected Official
- 10. Understanding Your City's Departments
- 11. Torch Program
- 12. Acronyms in Local Government
- 13. Additional Resources
- 2019 New Mayors & Council Members Resource Guide - FULL

#### 2018 Session Materials

- [01. Your League and How to Use It](#)
- [02. Basics Boot Camp](#)
- [03. Effective Advocacy & Key City Issues](#)
- [04. Your Legal Powers and Obligations](#)
- [05. Policy Role in Land Use Planning](#)
- [06. Relationship Between City Council and City Manager Staff](#)
- [07. Communications and the New Media](#)
- [08. Financial Responsibilities & City Revenues](#)
- [09. How to Build and Maintain the Public's Trust](#)
- [10. Your Role as a Local Elected Official](#)
- [11. Understanding Your City's Departments](#)
- [12. Mayors and Council Members Leadership Academy Torch Program](#)
- [13. Acronyms in Local Government](#)
- [14. Additional Resources](#)
- [2018 Resource Guide Full](#)

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

DATE: December 15, 2020  
TO: Mayor and Members of the City Council  
FROM: Cheryl Dillingham, Interim Finance Director CD  
THROUGH: Kyle Knopp, City Manager  
SUBJECT: Resolution No. 1472-2020 Budget Adjustment

IT IS RECOMMENDED THAT THE CITY COUNCIL:

It is recommended that the City Council approve Resolution No. 1472-2020 for a supplemental budget amending the Fiscal Year (FY) 2020-21 adopted budget to carry over remaining grant and unused project funds from the prior fiscal year.

BACKGROUND AND DISCUSSION

Council approval of a supplemental budget for FY 2020-21 is requested to recognize additional revenues and authorize increases to appropriations. Previously approved grant funding from the State Water Resources Control Board (SWRCB) and CalTrans and unspent streets project funds need to be added to the current budget.

At the time of budget development, the amount remaining in the City's two SWRCB grants was not known. As of June 30, 2020, \$144,877 had been spent of the \$433,300 originally approved for the water capital improvement planning grant and \$66,694 had been spent of the \$499,500 originally approved for the sanitary sewer evaluation study grant. Resulting in a balance of \$288,423 and \$432,806 respectively needing to be included in the current year's budget. Additionally, the grant amount remaining for the Active Transportation Program (ATP) project funded through CalTrans was not known. The balance of \$479,327 for construction and \$23,712 for the community outreach project also need to be added to the budget.

On April 21, 2020 City Council approved award of the 2020 Asphalt Maintenance Project to Hooven & Co., Inc. All project work which consisted of asphalt pavement repair and maintenance on Eeloa, Fern and Riverside Streets has been completed. Total project costs with change orders was \$132,184. Part of the project was completed in the current fiscal year resulting in the need to carry over and re-budget \$46,815 for payments made after June 30<sup>th</sup>.

ATTACHMENTS

Resolution 1472-2020 Budget Amendment



**RESOLUTION NO. 1472-2020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL  
AMENDING THE FISCAL YEAR 2020-21 BUDGET TO INCLUDE  
FUNDING FROM THE STATE WATER RESOURCE CONTROL BOARD**

**WHEREAS**, the City adopted Resolution 1453-2020 establishing the City’s Operating and Capital Budget for Fiscal Year (FY) 2020-21 and any adjustment that increases appropriations in a fund must be approved by the City Council; and

**WHEREAS**, previously the State Water Resources Control Board (SWRCB) approved funding for planning to address necessary improvements to the City’s water system and for development of a sanitary sewer evaluation study report to reduce inflow and infiltration and the remaining balances need to be budgeted in the current fiscal year; and

**WHEREAS**, Caltrans previously approved funding for an Active Transportation Program (ATP), Safe Routs to Schools grant to construct pedestrian and bike improvements and the remaining balance needs to be budgeted in the current fiscal year; and

**WHEREAS**, the City approved funding in the prior year for a streets improvement project that was not completed and needs to be carried over.

**NOW THEREFORE BE IT RESOLVED** that the City of Rio Dell City Council does hereby approve a supplemental budget to amend the City of Rio Dell FY 2020-21 adopted budget as follows:

<b>Revenues:</b>		
<u>Account</u>	<u>Description</u>	<u>Amount</u>
4766 00 047 1037 0188	ATP Streets Safety Improvement Project	\$ 479,327.00
4766 00 047 1041 0188	ATP Outreach Project	\$ 23,712.00
4770 14 055 1042 9010	Sanitary Study Grant SWRCB	\$ 432,806.00
4768 14 065 1040 9047	Capital Project Street Planning	\$ 288,423.00
	TOTAL	\$ 1,224,268.00
<b>Expenditures:</b>		
<u>Account</u>	<u>Description</u>	<u>Amount</u>
6500 14 047 1037 0188	ATP Streets Safety Improvement Project	\$ 479,327.00
5115 14 047 1041 0188	ATP Outreach Project	\$ 23,712.00
5115 14 055 1042 9010	Sanitary Study Grant SWRCB	\$ 432,806.00
5514 14 065 1040 9047	Water Capital Improvement Planning Grant SW	\$ 288,423.00
	TOTAL	\$ 1,224,268.00
6499 14 000 0000 9068	General Fund-Citywide Streets Improvements	\$ 16,105.00
6500 14 020 0000 9068	Gas Tax-Citywide Streets Improvements	\$ 10,702.00
6501 14 021 0000 9068	SB 1-Citywide Streets Improvements	\$ 3,723.00
6502 14 024 0000 9068	TDA-Citywide Streets Improvements	\$ 7,910.00
6503 14 026 0000 9068	RSTP-Citywide Streets Improvements	\$ 8,375.00
		\$ 46,815.00

**PASSED AND ADOPTED** by the City Council of the City of Rio Dell on this 15th<sup>th</sup> day of December, 2020 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

---

Debra Garnes, Mayor

ATTEST:

---

Karen Dunham, City Clerk

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

Ref#	Date	Vendor	Description	Amount
9530	11/04/2020	[0576] 101 AUTO PARTS	TWO GO-GONE CLEANER, EIGHT FLOOR DRY FINE, PARTS FOR PUMP REPAIR	112.32
9531	11/04/2020	[6038] ACCURATE TERMITE & PEST SOLUTIONS	RODENT & INSECT CONTROL @ 475 HILLTOP DR	170.00
9532	11/04/2020	[3975] AT&T - 5709	FAX LINE EXPENSES FOR OCTOBER 2020-CITY HALL, FAX LINE EXPENSES FOR OCTOBER 2020-PD	79.84
9533	11/04/2020	[4937] CALIFORNIA DEPT OF TRANSPORTATION	SIGNALS & LIGHTING BILLING JULY 2020 THROUGH SEPTEMBER 2020	157.18
9534	11/04/2020	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 10/23/20	120.00
9535	11/04/2020	[2346] DEPT OF HOUSING & COMMUNITY	FORM 433 (A) FOR JEFFORY THROGMORTON @ 1525 RIO VISTA LN - APN: 52-191-012	22.00
9536	11/04/2020	[5352] JOANNE E FARLEY	MILEAGE	20.70
9537	11/04/2020	[2407] FORBUSCO LUMBER	INSULATION FOR DROP BOX, FOIL TAPE, SILICONE; SMALL TOOL, DRIP FREE GUN;	50.67
9538	11/04/2020	[5052] GHD, INC	ENGINEERING SERVICES FOR DEVELOPMENT OF SANITARY SEWER EVALUATION STUDY, ENGINEERING SERVICES FOR STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT, ENGINEERING SERVICES FOR OCT 2020	18,095.18
9539	11/04/2020	[5942] KEENAN & ASSOCIATES	INVENTORY PARTS FOR WATER & SEWER	
9540	11/04/2020	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR OCTOBER 2020	5,189.87
9541	11/04/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDRY UTILITY WORKERS SHIRTS; PAPER TOWELS; CLEAN MOP HEAD	1,900.00
9542	11/04/2020	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR NOV 15 THROUGH DEC 15, 2020; AND SECURITY GATEWAY FOR PD	90.51
9543	11/04/2020	[2659] RIO DELL PETTY CASH	PETTY CASH FOR OCT 2020	1,270.00
9544	11/04/2020	[2664] ROGERS MACHINERY INC	AIR COMPRESSOR	48.50
9545	11/04/2020	[6139] ROOT 101 NURSERY	GILMOUR POLY "y" W/ SHUT OFF FOR METER REPAIR	1,829.29
9546	11/04/2020	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR NOVEMBER	17.57
9547	11/04/2020	[2750] USA BLUEBOOK	DPD DISPENSER 10 mL sample 100 TESTS; HM SULFURIC ACID CON. ACS GRADE 2.5L	114.80
9548	11/04/2020	[2779] WILDWOOD SAW	STIHL HP ULTRA MIX OIL 6 PK GAL;TUNE UP FOR (STIHL) POWER TOOLS	131.56
9549	11/04/2020	[2787] WYCKOFF'S	SUMP PUMP PLASTIC 1/4 HP	376.63
9550	11/10/2020	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR OCTOBER 2020	71.27
9551	11/10/2020	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR NOVEMBER, SLURRY SEAL-SURFACING PROJECT REIMBURSEMENT	654.21
9552	11/10/2020	[2340] DEPT OF JUSTICE ACCOUNTING OFFICE	FINGERPRINT APPS; FINGERPRINT - FBI, BLOOD ALCOHOL ANALYSIS	106,285.11
9553	11/10/2020	[5687] ENGINEERED FIRE SYSTEMS, INC.	PLAN REVIEW FOR THE MONTH OF OCTOBER 2020 - WALNUT AVE	168.00
9554	11/10/2020	[2423] GEORGE'S GLASS, INC	WINDSHIELD REPLACEMENT FOR 2008 FORD F250	150.00
9555	11/10/2020	[4840] HOOVEN & CO., INC	CONTRACT BILLING RETENTION RELEASE	351.58
9556	11/10/2020	[2546] MERCER-FRASER CO. INC	2019 RIO DELL (ATP) SAFE ROUTES TO SCHOOL PROJECT PAYMENT REQUEST #4	6,609.21
9557	11/10/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDRY UTILITY WORKERS SHIRTS; CLEAN MOP HEAD	181,487.75
9558	11/10/2020	[6100] NORTHERN CALIFORNIA GLOVE	24 HELLKAT SAFETY GLASSES; TWO NITRILE BIODEGRADABLE GLOVES 100/BOX; TWO MED NITRILE BLACK GLOVES; TWO LARGE NITRILE BLACK GLOVES	39.09
9559	11/10/2020	[4393] NYLEX.net. Inc.	HPE 24-PORT MANAGED NETWORK SWITCH RACK	156.49
9560	11/10/2020	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR OCTOBER 2020	439.16
9561	11/10/2020	[6825] SUDDENLINK	INTERNET SERVICES 11/1/20-11/30/20	231.11
9562	11/10/2020	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR OCT 2020, LEGAL SERVICES FOR OCT 2020,LEGAL SERVICES FOR OCT 2020	900.00
9563	11/10/2020	[2750] USA BLUEBOOK	HACH pH ELECTRODE STORAGE SOLUTION 500ml; USABB pH BUFFER PACK	1,177.00
9564	11/10/2020	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR DECEMBER 2020	163.32
9565	11/18/2020	[4295] AMBROSINI & SONS ELECTRIC, INC	REPAIR LIGHT ON CITY ENTRANCE SIGN: FOUR 38 LED LAMPS; FOUR LAMP BASE; FOUR SINGLE GANG BELL BOX COVER; THREE COMMERCIAL LABOR	534.58
				412.62

City of Rio Dell  
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9566	11/18/2020	[2237] BANK OF AMERICA BUSINESS CARD	SAFEMAY - TWO SIG WIPES,COSTCO - STORAGEBOXES; DAWN PLATINM, COSTCO - PORTABLE 2TB, ADOBE PRO DC MONTHLY SUBSCRIPTION, SHOPLET - TWO VERTICAL 3MONTH WALL CALENDARS; FOUR REVERSIBLE YEARLY CALENDARS, ANALYTICAL TECHNOLOGY - TWO A10-66 GAS PHASE SULFITE SENSOR, McMASTER-CARR - HIGH-TEMPERATURE METALLIC GASKET (THREE 1 1/4 INCH AND THREE 2 INCH), AMAZON - TWO WALL CALENDARS; AMAZON - HP 24MH FHD MONITOR; HP 952 (THREE INK CARTRIDGES), PARATHERM - 55 GAL STR DRUM, ZOOM - COMMUNICATION VIA COMPUTER/PHONE, KATOM - TWO STAINLESS WALL SHELVES	3,041.31
9567	11/18/2020	[6466] BCR ENVIRONMENTAL CORP	O&M UNION SUPPORT/INSTALL; ANTI ROTATION REDESIGN/ROTARY UNION INSTALL; KADANT ENGINEER ONSITE SUPERVISION	13,536.34
9568	11/18/2020	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 11/06/2020	120.00
9569	11/18/2020	[5944] COLANTUONO, HIGHSMITH & WHATLEY,	LEGAL SERVICES FOR OCTOBER 2020	35.00
9570	11/18/2020	[2889] EEL RIVER TRANSPORTATION & SALVAGE	C&D MATERIAL	13.95
9571	11/18/2020	[2386] EUREKA RUBBER STAMP CO.	2X10 WALNUT/WHITE PLATE, AMANDA CARTER, CARTER; 2X10 GOLD/BLACK PLATE, CARTER; 3/4X5 GOLD/BLACK PLATE, JOLENE MATTHEWS; 3/4X2 GOLD/BLACK PLATE, CSO; 1X2 GOLD/BLACK PLATE, ZIPLOCK FREEZER BAG GL15C	59.78
9572	11/18/2020	[2405] FORTUNA ACE HARDWARE	CHAPIN SURESPRAY 2GAL SPRAYER	5.41
9573	11/18/2020	[6486] GREEN TO GOLD ENTERPRISES LLC	2013 FORD INTERCEPTOR LIC# 1435260; FOUR NEW TIRES	93.94
9574	11/18/2020	[2474] HUMMEL TIRE & WHEEL, INC	LANDSCAPE MAINTANCE	692.90
9575	11/18/2020	[7076] JAGIMO CORP INC/ J&G LAWN AND	WATER - INVENTORY PARTS: THREE BRASS CPLG; BRASS BALL CORP STOP	5,500.00
9576	11/18/2020	[2501] KEENAN SUPPLY	CUSTOMER DEPOSIT REFUND	297.65
9577	11/18/2020	[5602] MIRANDA, SHAYLENE	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD	81.88
9578	11/18/2020	[3006] MISSION LINEN SUPPLY, INC	EMPLOYMENT ADVERTISEMENT - HELP WANTED	39.09
9579	11/18/2020	[5934] NORTH COAST JOURNAL	CAT EXAM; CAT RABIES; CAT EXAM; CHEM PANEL; FLUIDS; AMOX/CLAVULANATE; EUTHANASIA	112.00
9580	11/18/2020	[5545] RIVERWALK VETERINARY HOSPITAL	SIX HAMMERMILL COPY PLUS PAPER 8.5X11 20LBS (WHITE 500 SHEETS REAM, 10 REAMS CARTON); TWO REWARD COUPONS, EARLY BLACK FRIDAY PRICING, \$40 INK CARTRIDGE RETURN COUPON	319.18
9581	11/18/2020	[2709] STAPLES DEPT. 11-04079109	PD FUEL EXPENSES FOR NOVEMBER 2020, PW FUEL EXPENSES FOR NOVEMBER 2020, ADMIN FUEL EXPENSES FOR NOVEMBER 2020, ADMIN FUEL EXPENSES FOR OCTOBER 2020, PD FUEL EXPENSES & CAR WASH FOR OCTOBER 2020, PW FUEL EXPENSES FOR OCTOBER 2020	134.78
9582	11/18/2020	[6672] WEX BANK	SALES ORDER (TAG#2687); SHOP LABOR; MISC SHOP FLUIDS&REPLACEMENT GAS	2,236.78
9583	11/18/2020	[2779] WILDWOOD SAW	BI-MONTHLY PEST CONTROL @ 675 WILDWOOD AVE., RODENT & INSECT CONTROL @ 475 HILLTOP DR	199.42
9584	11/25/2020	[6038] ACCURATE TERMITE & PEST SOLUTIONS	HYDROFLOC 851 275 GAL TOTE	275.00
9585	11/25/2020	[2224] AQUA BEN CORPORATION	WEBINAR - CEC: ACCESSORY DWELLING UNITS	2,975.40
9586	11/25/2020	[5781] CALIFORNIA BUILDING OFFICIALS	WR STF 094-008969 ANNUAL WATER RIGHTS FEES 7/1/20 - 6/30/21, WR STF 094-008969 ANNUAL WATER RIGHTS FEES 7/1/20 - 6/30/21	70.00
9587	11/25/2020	[6620] CDTFA	RIGHTS FEES 7/1/20 - 6/30/21, WR STF 094-013239 ANNUAL WATER RIGHTS FEES 7/1/20 - 6/30/21	1,038.17
9588	11/25/2020	[2385] EUREKA READYMIX	BACKFILL FOR SEWER LATERAL REPAIR: 27.40 TONS 3/4 BASE CLASS 2 PU	346.90
9589	11/25/2020	[2393] FASTENAL COMPANY	14 INCH WET/DRY DIAMOND SAW BLADE	116.22
9590	11/25/2020	[2405] FORTUNA ACE HARDWARE	BRUSH BATTERY 5S; KEYKRAFTER #68 BRASS KEY; BOLTS	6.33
9591	11/25/2020	[6486] GREEN TO GOLD ENTERPRISES LLC	3/8 INCH CLEAR TUBING 100 FT ROLL	5.68
9592	11/25/2020	[2437] HACH	aa REAGENT SET, CHLORINE FREE CL17	231.67
9593	11/25/2020	[6514] INTERWEST CONSULTING GROUP	PLAN REVIEW FOR 675 WALNUT	1,349.56
9594	11/25/2020	[2501] KEENAN SUPPLY	ONE 4 LONG TEST BALL PLUG; FIVE MAINLINE TWIST-TITE MECH TEST PLUG W/ METAL WING NUT	101.96
9595	11/25/2020	[6998] MAD RIVER COMMUNITY HOSPITAL	OSHA RESPIRATOR REVIEW	43.75

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

Ref#	Date	Vendor	Description	Amount
9596	11/25/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDRY UTILITY WORKERS SHIRTS; PAPER TOWELS; ANTIBACTERIAL FOAM HAND SOAP; CLEAN MOP HEAD	116.30
9597	11/25/2020	[2570] NILSEN COMPANY	315 40# BAGS SOLAR SALT SOFTENER	
9598	11/25/2020	[5934] NORTH COAST JOURNAL	EMPLOYMENT ADVERTISEMENT - HELP WANTED	1,866.77
9599	11/25/2020	[2569] NORTH COAST LABORATORIES, INC.	BOD/NFR, COLIFORM PRESENCE/ABSENCE; TOTAL COLIFORM BACTERIA 3x5, BOD/NFR	112.00
9600	11/25/2020	[4393] NYLEX.net. Inc.	INSTALL MONITOR FOR PD; HDMI CABLE	455.00
9601	11/25/2020	[4338] QUILL CORPORATION	EPSON BLACK RIBBON; EXPO NONTOXIC CLEANER, 22OZ; CLAW STAPLE REMOVER; "POSTED" STAMP; CLASSIX RED INK REFILL 2OZ; SHARPIE CHISEL POINT MARKER	16.30
9602	11/25/2020	[2693] SHELTON'S AUTO LUBE	FULL OIL CHANGE SERVICE FOR 2017 FORD POLICE INTERCEPTOR LICENSE #FAH140211	59.03
9603	11/25/2020	[3112] SIX RIVERS PORTABLE TOILETS LLC	HANDWASH UNIT RENTAL & 1 X WEEK (10/18/2020-11/14/2020) CLEANING SERVICE: WILDWOOD AVE & ELKO ST, HANDWASH UNIT RENTAL & 1 X WEEK (10/18/2020-11/14/2020) CLEANING SERVICE: 220 WILDWOOD AVE	60.77
9604	11/25/2020	[2709] STAPLES DEPT. 11-04079109	ONTOUCH DESKTOP STAPLER	14.01
9605	11/25/2020	[2319] SUDDENLINK COMMUNICATIONS	PUBLIC WORKS INTERNET & CITY HALL/PD/ PW PHONE SERVICES 11/10/20 - 12/9/20	531.32
9606	11/25/2020	[2754] US CELLULAR	MONTHLY SERVICE FOR SAFETY PHONE 11/8/20 - 12/3/20	60.46
<b>Total Checks/Deposits</b>				<b>366,190.89</b>

Ref#	Date	Vendor	Description	Amount
100320	11/02/2020	WITHDRAWALS	DEPOSITED ITEM RETURNED	-370.00
5221383057	11/02/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMARC-304361	-6,657.32
4191142	11/02/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 10/23/2020	-15,047.16
82031411589208	11/09/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR DELTA DENTAL/ALLIED ADMINISTRATORS ONLINE. DENTAL INSURANCE FOR DECEMBER 2020.	-2,004.59
9424218	11/10/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR PACIFIC GAS & ELECTRIC ONLINE FOR CHARGES THROUGH OCTOBER 2020.	-20,937.91
101781	11/13/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE ONLINE FOR OCTOBER 2020.	-395.56
995343	11/16/2020	WITHDRAWALS	DEPOSITED ITEM RETURNED	-131.62
879-968	11/16/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 11/06/2020	-2,320.80
263904	11/16/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 11/06/2020.	-13,072.90
432535	11/16/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMA-RC ONLINE RETIREMENT FOR PPE 11/06/2020.	-6,657.32
120120	11/18/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR BENEFIT BRIDGE/PUBLIC AGENCY COALITION ONLINE HEALTH INSURANCE FOR DECEMBER 2020.	-16,762.21
230224	11/19/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR DEARBORN LIFE INSURANCE ONLINE FOR DECEMBER 2020.	-307.50
638261	11/20/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE FOR DECEMBER 2020.	-323.33
9424219	11/23/2020	WITHDRAWALS	BANK ANALYSIS FEE FOR NOVEMBER 2020	-254.61
441717	11/25/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMA-RC ONLINE RETIREMENT FOR PPE 11/20/2020.	-6,657.32
414-688	11/30/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 11/20/2020.	-3,437.15
387332	11/30/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 11/20/2020.	-16,803.20
				<b>-112,140.50</b>

Ref#	Date	Vendor	Description	Amount
TRX TO PR	11/10/2020	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 11/06/2020	-34,554.23
TRX TO PR	11/24/2020	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 11/20/2020	-41,720.06
				<b>-76,274.29</b>





## **Staff Highlights – 2020-12-15**

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### **City Council**

### **City Manager**

Work is under way by Mercer Fraser to wrap up the ATP project, including sidewalk work on Davis Street.

Issued bid for security cameras at City Hall.

Work on 2021 Streets Projects.

Development of Economic Development workshops and initial plan.

Work with artist on budget book photo and potential photos for website.

In light of increasing levels of COVID-19 in the community, City Hall office hours are being reduced while the County is in the purple tier. City hall will be open M-F 9:00am to 3:00pm beginning on Monday the 14<sup>th</sup>.

The latest Biobot covid-19 test results for the WWTP are attached to this report.

### **City Clerk**

Processed two (2) Building Permits:

230 Ogle Ave. – Sewer Lateral

482 Second Ave. – Sewer Lateral

Processed two (2) Business License Applications:

Tesla Energy Operations – Solar & Energy Products

T. Parker Construction – Non-Resident General Contractor

Processed two (2) Encroachment Permit Applications:

PG&E – Replacement of Transformer – 850 Rigby Ave.

PG&E – Replacement of Overhead Crossarm – 218 Belleview Ave.

Misc.:

Submitted Calif. Homebuilding Foundation (CHF) Monthly Building Permit Report



Participated in PACE Board of Directors Zoom Meeting

**City Attorney**

**Human Resources, Risk & Training**

**Finance Department**

Budget Book at printers.

**Public Works Water**

Replaced curb stop valve on 441 First Ave.

Shut off irrigation for rain season.

Worked on getting meter reader ready for ERT replacement

Repaired water leak on 909 Martin Drive.

243 Cherry Ln for valve replacement

Replaced and programmed new ERT's and jetted manholes by Shotz coffee and Dj's Burger bar.

Installed Level Controllers at Water treatment Facility. (Not fully completed yet)

Monthly Water Report to State of California

**Public Works Wastewater**

Called out to 1116 Riverside Dr. for sewer back up, city side was clear and there was no city side cleanout for us to jet and backup was on customer side.

Helped wastewater add jet set concrete to finish filling holes in man hole on Ogle Ave./Spring St

Jetted south on First Ave

Marked out USA at 294 Belleview Ave. for plumber to replace sewer lateral.

Walk through with Kyle and Randy for the street maintenance project on ogle.

Plant Wash down of Clarifiers and contact basins.

Repairing Plant Air compressor and Reclaimed Water pumps in contact basin

Sewer jetting routine Hot spots throughout town



Assisting the Utilities crew with Holliday decorations at city hall.

Training new hire Andrew Lewis for the utilities crew.

Biosolids disposal to local farmers.

Prepping lift stations for wet weather conditions.

Working with GHD writing a letter to the state for Chloramines disinfection.

Prepping plant for Eel River Discharge EFF-001, later this month.

### **Public Works Streets, Buildings and Grounds**

Installed two shelves in City Hall lobby for ADA compliance.

Picked up trash around town.

Cleaned tools and vehicles.

Check storm drains in the avenues

Safety trainings

### **Public Works City Engineer**

### **Public Works Capital Projects**

### **Police Department**

### **Community Development Department**

Code Enforcement – Building Codes Webinar

Review SB 2 Application, respond

Review Prop 68 Grant Application – Letter to the Gillienwater's

Roof Inspections 260 Second Avenue

Electrical Inspection 209 Second Avenue

Complete Regional Climate Action Plan (RCAP) spreadsheet, attend virtual meeting

Attend Vehicle Miles traveled (VMT) Sb 743 virtual Meeting

Attend Regional Early Action Planning (REAP) virtual meeting



Review Sweet Grass revised Plan of Operation

Review, refer and approve Rio Dell Holdings Deferred Improvement Agreement, Parcel Map, DTSC Letter and Voluntary Consent forms.

Complete Disclosure statements for Chittenden Parcel

Tele meeting with Marathon 102 team

Second Electrical Inspection 209 Second Avenue

Foundation Inspection 281 Wildwood Avenue

Water Heater Inspection 151 Second Avenue

Housing Element was approved and Certified by the State – December 4, 2020

Prepare Park Survey

Begin Targeted Brownfield Assessment, correspond with EPA and RWQCB

**Intergovernmental**

**Humboldt-Rio Dell Business Park**



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

December 15, 2020

TO: Rio Dell City Council  
FROM: Kyle Knopp, City Manager  
SUBJECT: Discussion with Supervisor-Elect Michelle Bushnell

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation, welcome the supervisor-elect and present any questions or concerns.

BACKGROUND AND DISCUSSION

The residents of the City of Rio Dell are represented on the Humboldt County Board of Supervisors by the Supervisor of the second district. On November 3, 2020 Michelle Bushnell was elected to be the district's representative on the Board. Her term will begin on January 4, 2020. Supervisor-Elect Bushnell would like to attend the meeting, give remarks and receive comments or questions from the Council and members of the public in attendance.

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December 15, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion with Community Services Officer Jolene Matthews

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation, welcome the Community Services Officer and present any questions or concerns.

BACKGROUND AND DISCUSSION

During the 2020-21 budget building process, the Council created the new position of Community Services Officer in the Police Department to bolster efforts on nuisance abatement, code enforcement, animal control and assistance to the Police Department. Through a lengthy recruiting process the City hired Ms. Matthews who began work on November 23, 2020. The Council has requested an introduction at this meeting.

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December 15, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Appointment of an Ad Hoc Committee Related to Economic Development

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Appoint two members of the City Council to the Ad Hoc.

BACKGROUND AND DISCUSSION

The City is currently working with the County's economic development team to hold some workshops with the Council. It is recommended that the Council appoint two members to an Ad Hoc to meet with a panel and develop an initial plan for presentation to the full Council.

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