



RIO DELL CITY COUNCIL
REGULAR MEETING - 6:30 P.M.
TUESDAY, DECEMBER 6, 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 (Optimum) 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

1) 2022/1206.01 - Proclamation Acknowledging and Thanking Gordon Johnson for his Extraordinary Service to the Citizens of Rio Dell

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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) 2022/1206.02 - Approve Minutes of the November 15, 2022 Regular Meeting **(ACTION)** 2
- 2) 2022/1206.03 - Approve Minutes of the November 22, 2022 Special Meeting **(ACTION)** 9
- 3) 2022/1206.04- Adopt Resolution No. 1560-2022 Amending the Master Fee Schedule **(ACTION)** 10
- 4) 2022/1206.05 – Approve Purchase of Two Replacement Pumps for Wastewater Irrigation Field not to Exceed \$10,752.73 **(ACTION)** 18
- 5) 2022/1206.06 - Approve Minor Location Change for Chamber of Commerce Kiosks on City Hall Grounds **(ACTION)** 22

G.	ITEMS REMOVED FROM THE CONSENT CALENDAR	
H.	REPORTS/STAFF COMMUNICATIONS	
	1) 2022/1206.07 - City Manager/Staff Update (RECEIVE & FILE)	24
I.	SPECIAL PRESENTATIONS/STUDY SESSIONS	
	1) 2022/1206.08 - Presentation - Monument Road Slip-Out with Update on Possible Costs to the City of Rio Dell (DISCUSSION/POSSIBLE ACTION)	29
	2) 2022/1206.09 - Presentation – FY 2021-22 Annual Financial Report (RECEIVE & FILE)	38
J.	ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS	
	1) 2022/1206.10 - Second Reading (by title only) and Adoption of Ordinance 396-2022 Amending Chapter 15.05 “Construction Codes” Section 15.05.020 of the Rio Dell Municipal Code (RDMC) (DISCUSSION/POSSIBLE ACTION)	54
K.	SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS	
	1) 2022/1206.11 - Discussion on Police Department Restructuring (DISCUSSION/POSSIBLE ACTION)	60
L.	COUNCIL REPORTS/COMMUNICATIONS	
M.	ADJOURNMENT	

*The next regular City Council meeting is scheduled for
Tuesday, January 3, 2023 at 6:30 p.m.*

PROCLAMATION

ACKNOWLEDGING AND THANKING GORDON JOHNSON FOR HIS EXTRAORDINARY SERVICE TO THE CITIZENS OF RIO DELL

WHEREAS, the City of Rio Dell has been a duly incorporated City in the State of California since 1965; and

WHEREAS, GORDON JOHNSON is an honorable and hardworking man with a long history in and around Rio Dell as a professional and as a dedicated father, husband and grandfather; and

WHEREAS, GORDON JOHNSON has served the citizens of Rio Dell as a member of the Planning Commission since January 18, 2011, the City Council since his appointment on May 7, of 2013 and subsequent election in 2014, and as our Mayor Pro-Tem since 2015; and during his reappointment to the City Council on August 6, 2019 and subsequent election in November of 2020 with his current term ending with the November 2022 election; and

WHEREAS, GORDON JOHNSON also represented the citizens of Rio Dell on various committee assignments including the Local Agency Formation Commission, League of California Cities – Redwood Empire Division and the Humboldt County Association of Governments where he provided invaluable expertise and counsel on the Last Chance Grade stakeholders committee; and

WHEREAS, GORDON JOHNSON brought much value to the Council as a former Public Works Director and current Civil Engineer who has a deep understanding of the need to advocate for investment in city infrastructure and to expand economic development to set Rio Dell on a more sustainable path and stable financial footing; and

WHEREAS, GORDON JOHNSON sets an example for all to follow in his willingness to transparently advocate for his opinions, consider all sides of an argument and incorporate facts into his decision-making process; and

WHEREAS, the City Council of the City of Rio Dell wishes to thank “Gordie” (as he was known as a young man) for his many contributions to the community, dedication to public service, kindness and good humor.

NOW, THEREFORE, BE IT PROCLAIMED on this 6th day of December, 2022, by the City Council of the City of Rio Dell that we do acknowledge the works of GORDON JOHNSON as a former member of the City Council, Planning Commission and Mayor Pro-Tem of the City of Rio Dell, and most sincerely thank him for his extraordinary service.

Debra L. Garnes, Mayor

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
NOVEMBER 15, 2022**

The regular meeting of the Rio Dell City Council was called to order at 6:35 p.m. by Mayor Garnes.

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

Absent: Mayor Pro Tem Johnson (excused)

Others Present: City Manager Knopp, Chief of Police Allen, Finance Director Sanborn, Community Development Director Caldwell, Wastewater Superintendent Taylor, Senior Fiscal Assistant Maciel and City Clerk Dunham

Absent: Water/Roadways Superintendent Jensen

CEREMONIAL MATTERS

Proclamation in Recognition of The Great American Smokeout November 17, 2022

Mayor Garnes read the proclamation proclaiming November 17, 2022 as the Great American Smokeout encouraging all tobacco users to join the Great American Smokeout on November 17, 2022 and quit tobacco for at least one day. Jay McCubbrey, PhD, Project Director of Tobacco-Free North Coast was present to receive the proclamation.

Mr. McCubbrey thanked the City Council for the support and reminded everyone of the various resources available to help people stop smoking.

Josh, a member of the Youth Coalition was present via Zoom to address the Council and said that nicotine is incredibly addictive and noted that tobacco companies' market flavored tobacco products that make smoking and vaping electronic cigarettes attractive to youth which is very harmful and difficult to quit.

Mayor Garnes thanked them for attending and accepting the proclamation.

PUBLIC PRESENTATIONS

Mayor Garnes called for public comment on non-agenda items.

Jay McCubbrey addressed the Council and said that he lives in Arcata and works for a project called "Tobacco-Free North Coast" funded by the California Department of Public Health. He said that he is also a member of a community coalition called "All Eyes for Substance Abuse Prevention." He said that they recently gave a presentation to the County Board of Supervisors on Tobacco Retail Licensing. He said that the Great

American Smokeout is all about helping people quit, but tobacco retail licensing is a proven method for reducing youth access to these dangerous and addictive tobacco vaping products.

The Board of Supervisors voted unanimously to proceed with creating a policy for tobacco retail licensing but one thing they asked them to do, was to reach out to other communities and provide a similar presentation so everyone can be on the same page and consider these regulations in tandem. He requested Tobacco Retail Licensing be placed on a subsequent agenda for a presentation to the City Council.

Consensus of the Council was for the City Manager to coordinate a date with Mr. McCubbrey to come and give a presentation to the City Council.

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. No items were removed.

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

- 1) Minutes of the October 18, 2022 Regular Meeting;
- 2) Resolution No. 1555-2022 Declaring the Need for Continued In-Person/Hybrid City Council and Commission meetings pursuant to AB 361;
- 3) Resolution No. 1558-2022 Approving Finding that Clean California Grant Funded Gateway Enhancement Project will not have a significant effect on the environment and is therefore categorically exempt from the provisions of CEQA;
- 4) Resolution No. 1559-2022 Approving Year-End Budget Revisions for FY 2021-22;
- 5) Resolution No. 1561-2022 Approving the Updated Sanitary Sewer Management Plan (SSMP) for the City of Rio Dell; and
- 6) Check Register for October

Motion carried 4-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided a staff update on recent activities and events and said that with the year coming to a close there are some matters of business to complete however; unless something of urgency comes up before then, the December 20, 2022 regular City Council meeting will be cancelled.

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He announced that there would be a meeting of the Nuisance Advisory Committee tomorrow at 3:00 p.m. followed by a Traffic Committee meeting on Thursday at 3:00 p.m.

He added that Mayor Garnes and Community Development Director Caldwell attended the November 1, 2022 Board of Supervisors meeting where PG&E presented their latest information on the electrical capacity issues in the region. The news has improved and staff will continue to work with the California Public Utilities Commission (CPUC) to make sure PG&E honors the timeline commitments given for providing power. He thanked Mayor Garnes and Community Development Director Caldwell for attending the meeting.

Councilmember Carter commented on the wastewater department update regarding replacement of 130 feet of sewer line main and asked if that is related to the Painter St. Upsizing Project.

Wastewater Superintendent Taylor explained that it is and that they located a restriction in the line and opened it up to allow more hydraulic flow. This was the original line that fed the contact basin which was the City's main source of treatment so they were able to eliminate a section of that pipe and increase the slope so hopefully the City will fare better during a significant storm event. At this point it is basically a temporary fix to a bigger issue so the City is still continuing to move forward on the Sanitary Sewer Evaluation Study (SSES).

Councilmember Wilson announced that he would not be attending Thursday's Traffic Committee meeting as he would be attending a meeting of the Redwood Coast Energy Authority (RCEA). He noted that it was moved up a week due to the Thanksgiving holiday and would be the same in December due to the Christmas holiday.

He also commented on PG&E's planned power outage on November 4, 2022 which was delayed due to rain. He said that PG&E notified some, but not all residents and businesses of the planned outage but did not notify anyone about the delay. He said that CC Market actually rented a generator in preparation of the outage which was unnecessary. He asked if the City could post these types of updates on the City website to let residents know about these planned outages including updates.

City Manager Knopp said that the new City website has a section on "Latest News" which could be utilized for that purpose and Nixle is another method of sending out notifications to the community.

Mayor Garnes asked if staff could encourage PG&E to communicate the information to the City.

City Manager Knopp said that staff could encourage residents to contact PG&E to verify whether their address is going to be impacted or not.

Councilmember Woodall asked Chief Allen if the police department had met with kids at the school yet.

Chief Allen said that they went to the school yesterday and talked to kids about the risks associated with vaping which went very well.

Mayor Garnes referred to the Board of Supervisors meeting where PG&E representatives committed to communicating better but was uncertain whether it applied just to new services and expressed the need for them to communicate better in general.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

Staff Presentation Regarding Possible Address Change Program

Community Development Director Caldwell provided a staff report and said that the need to reassign addresses to get them in sequential order was brought up years ago. The City initiated a program but there were a number of residents who opposed the idea so the Council chose to abandon the project at that time.

He noted that the Fire Department has expressed concern regarding the need to have addresses in sequential order due to difficulty for emergency responders to find properties that are numbered out of sequential order.

He pointed out that this is a life-safety issue, not only for the Fire Department and other emergency responders but for the City as well.

He said that staff believes that the "Avenues" neighborhood likely contains the bulk of the necessary changes and provided 5 pages of assessor parcel maps representing 245 parcels with approximately 45 parcels having addresses out of sequential order, with some parcels having multiple addresses due to multiple units on one parcel.

He reviewed each recommended address change page by page and noted that Fire Chief Wilson was present and supportive of the recommended changes.

He commented that in addition to being inconvenient, there are some minor costs associated with owners and renters changing their addresses. As such, staff recommended the City purchase the necessary numbers for the residents whose addresses need to be changed. The approximate cost for the "Avenues" neighborhood house numbers is \$235.00. He noted that there is no charge from DMV for people to change the address on their California Driver License.

Councilmember Carter asked what happens to the title of a property when the address is changed.

Community Development Director Caldwell explained that titles to parcels should always be referenced by assessor parcel number (APN) and legal description; never by address.

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Councilmember Carter asked if there would be a public hearing to allow residents to comment on the plan.

City Manager Knopp indicated that there would be a public hearing at a subsequent meeting, including putting a notice in a City newsletter to let people know that it would be coming up for discussion.

Councilmember Carter suggested the Fire Chief and/or other first responders be invited to attend the public hearing and explain from their perspective why this needs to happen.

Councilmember Wilson said that he supported the idea and said that prior to putting in the new freeway, N. Pacific Ave. crossed over the freeway to Pacific Ave. making the addresses on North Pacific difficult for first responders to locate. He said that he hopes the residents will be supportive of the plan and recommended the City cover the entire cost (\$235.00) for replacing the house numbers.

Community Development Director Caldwell suggested staff notify the affected property owners and renters directly and schedule a public hearing in January to hear citizens' concerns.

Councilmember Woodall asked how many of the affected residences are rentals.

Community Development Director Caldwell estimated a total of 60 structures within the 45 parcels including approximately 20 rental units.

Councilmember Woodall asked if residences are required to have house numbers.

Community Development Director Caldwell said that residences are required to have an address on the front of the house with numbers at least 4 inches high and preferable with a contrasting color.

Councilmember Woodall asked how long the post office forwards mail to new addresses.

Staff's understanding was that the mail would be forwarded for 6 months.

Councilmember Wilson expressed problems with the local post office not wanting to deliver mail to new addresses and requested staff keep the Council apprised of the issues, if any.

Community Development Director Caldwell said for this program to work, there needs to be cooperation by the local post office.

Mayor Garnes said that she would like to see this be as seamless as possible and suggested there be one contact person at the City to communicate with the post office. She noted that changing a person's address is not as easy as it sounds and expressed

concern that elderly residents may need help with the address changes. The City will need to figure out a way to help those people. Staff agreed.

Chief Wilson suggested the involvement of the Community Resource Center.

Councilmember Wilson suggested a list of resources be provided not only in the City Newsletter, but in the individual notices to the property owners and renters.

Fire Chief Wilson thanked the City for addressing the issue and said in addition to the "Avenues" there are other areas in the City that need to be looked at such as Riverside Dr. He added that getting addresses in sequential order is highly important to the fire department, especially because there are a lot of new fire department members that are not as familiar with addresses as some of the veteran fire department members.

Motion was made by Woodall/Carter to direct staff to proceed with address changes with the following notations including noticing in the City newsletter, notices sent to those affected property owners and renters and to schedule a public hearing at an appropriate time for citizen input and final City Council approval. In addition, that the post office be involved in the process and that the Council be notified of any problems regarding the post office, and that there is a plan established for the elderly and those having difficulty managing the address change, with the City paying for the new house numbers estimated at \$245.00. Motion carried 4-0.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Introduction and First Reading (by title only) of Ordinance No. 396-2022 Amending Chapter 15.05 "Construction Codes" Section 15.05.020 of the Rio Dell Municipal Code (RDMC)

Community Development Director Caldwell provided a staff report and said that every three years, the California Building Standards Commission (CBSC) adopts a compilation of building regulations referred to as the California Building Standards Code (California Code of Regulations, Title 24). Inclusive in these regulations are the California Building, Mechanical, Plumbing, Electrical, Existing Buildings, Fire, Energy, Residential Building, Historical Building, and Green Building Codes.

He explained that the new codes become effective on January 1, 2023 regardless if the new codes have been adopted by the City.

Staff recommended the introduction of Ordinance 396-2022 amending Section 15.05.020 "Building Codes" of the Rio Dell Municipal Code to reference the 2022 California Building Codes and the 2021 International Property Maintenance Code and to consider consideration, approval and adoption of the proposed Ordinance to the meeting of December 6, 2022 for the second reading and adoption.

A public hearing was opened to receive public comment on the proposed ordinance. There was no public comment and the public hearing closed.

Motion was made by Carter/Woodall to conduct the first reading (by title only) of Ordinance No. 396-2022 amending Section 15.05.020 "Building Codes" of the Rio Dell Municipal Code to reference the 2022 California Building Codes and the 2021 International Property Maintenance Code and to consider consideration, approval and adoption of the proposed Ordinance to the meeting of December 6, 2022 for the second reading and adoption. Motion carried 4-0.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Wilson reported that he would be attending the Redwood Coast Energy Authority meeting on Thursday and reported on last week's Humboldt Waste Management Authority (HWMA) meeting. He said that City Manager Knopp also attended the meeting and the HWMA Board of Directors voted unanimously to keep the Eureka Recycling Center closed until alterations are made to prepare the facility for processing organic waste. He pointed out that one year of the City's five-year extension has already lapsed and said that the former director of HWMA failed to communicate to the board the urgency to comply with SB 1383. He added that the City will need to re-negotiate its franchise agreement with Recology Eel River related to implementation of SB 1383 organic waste.

Councilmember Carter announced the date of December 3rd for the Annual Christmas Tree Lighting Event and said that Nick Angeloff and the Chamber of Commerce would be putting up lights and decorations this weekend and next. She welcomed any volunteers to come out and help and if not, to be on lookout for workers to make sure they stay safe.

Councilmember Woodall announced that she would be attending an HCAOG meeting on Thursday in Mayor Pro Tem Johnson's absence and said that the newly installed kiosks downtown look great. She commended the public works crew for painting the red curbs and wished everyone a Happy Thanksgiving.

Councilmember Carter commented that she noticed two vehicles parked in the red zone today.

ADJOURNMENT

Motion was made by Woodall/Garnes to adjourn the meeting at 7:41 p.m. to the December 6, 2022 regular meeting. Motion carried 4-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
SPECIAL MEETING MINUTES
NOVEMBER 22, 2022**

Mayor Garnes called the Special meeting of the Rio Dell City Council to order at 4:00 p.m.

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

Absent: Councilmember Woodall

Others Present: City Manager Knopp, Finance Director Sanborn, City Attorney Gans and Tiffany Wright from Remy, Moose, Manley, LLP

SPECIAL MEETING MATTERS – CLOSED SESSION

Mayor Garnes announced that the Council would be adjourning to closed session to discuss the following matters and called for public comment. No public comment was received.

Conference with Legal Counsel – Consider Initiation of Litigation Pursuant to Government Code §54956.9(d)(4); Two Cases/Matters

Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of §54956.9: One Case: River Watch Wastewater Discharge Violation Claims

The Council recessed into closed session at 5:15 p.m.

The Council reconvened into open session at 5:16 p.m.

Mayor Garnes announced that there was nothing to report out of closed session.

ADJOURNMENT

There being no further items to discuss, the meeting was adjourned at 4:46 p.m. to the December 6, 2022 regular meeting.

Debra Garnes, Mayor

Karen Dunham, City Clerk



Code Enforcement Division
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-5642
cityofriodell.ca.gov

For Meeting of: December 6, 2022
 Consent Item; Public Hearing Item

To: City Council
From: Mary Clark, Community Services Officer
Through: Greg Allen, Police Chief
Date: December 6, 2022
Subject: Miscellaneous Master Fee Updates

Recommendation:

That the City Council review the updated Master Fee Schedule, Exhibit A, and the cost analysis of services provided by the Rio Dell Police Department, Exhibit B, 1-3.

1. Receive comments from the public; and
2. Adopt Resolution No. 1560-2022 updating the fees.

Discussion

The cost analysis reflects each step involved in services including the employee's time, burden rate and other costs associated between the dates of 11/1/2021-11/1/2022. The removal of certain fees from the Master Fee Schedule is due to no longer providing those services. The increase in service fees would be to recover costs associated with the services provided.

RESOLUTION NO. 1560-2022



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AMENDING THE FY 2017/18 MASTER FEE SCHEDULE AND
AMENDING RESOLUTION NO. 1377-2018**

WHEREAS, the City of Rio Dell is authorized by Article XIII of the California Constitution and California Government Code Section 54985 to charge and change fees for special services; and

WHEREAS, the City adopted Resolution No. 1377-2018 on February 20, 2018 adopting a Master Fee Schedule; and,

WHEREAS, the City Council desires to establish a policy of recovering the costs reasonably borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services to the public as a whole and thereby utilized to inequitably subsidize such special services; and,

WHEREAS, a schedule of fees and charges to be paid by those requesting such special services must be adopted by the City Council in order to affect this policy; and,

WHEREAS, pursuant to Government Code Section 66016 the specific fees to be charged for special services must be adopted by the City Council by Ordinance or Resolution, after providing notice and holding a public hearing; and,

WHEREAS, pursuant to California Government Code Section 6062a a general explanation of the Schedule of Fees and Charges in Exhibit A, has been available for public review as required; and,

WHEREAS, a public hearing was held on December 6, 2022 by the Rio Dell City Council to present the Schedule of Fees and Charges for Police and Animal Control fees in Exhibit A, and receive public comment; and,

WHEREAS, Pursuant to California Government Code Sections 66013 and 50076, the fees adopted by this Resolution do not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed and are not "special taxes"; and,

WHEREAS, Pursuant to California Government Code Section 66017, the fees adopted by this Resolution shall be in full force and effect and shall be collected beginning on the 6th day of February 2023; and,

WHEREAS, The Council hereby adopts, approves and incorporates herein the Schedule of Fees and Charges in Exhibit A.

NOW THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby amend the City of Rio Dell 2017/18 Master Fee Schedule to include:

- 1) An increase for a vehicle release from \$50.00 to \$75.00, and
- 2) An increase for 1st Dog Redemption/Impound Fee within 3 years (altered male or female) from \$49.00 to \$75.00, and
- 3) An increase for 2nd Dog Redemption/Impound Fee within 3 years (altered male or female) from \$73.00 to \$100.00, and
- 4) An increase for 3rd Dog Redemption/Impound Fee within 3 years (altered male or female) from \$97.00 to \$125.00, and
- 5) An increase for 1st Dog Redemption/Impound Fee within 3 years (unaltered male) from \$105.00 to \$130.00, and
- 6) An increase for 2nd Dog Redemption/Impound Fee within 3 years (unaltered male) from \$157.00 to \$185.00, and
- 7) An increase for 3rd Dog Redemption/Impound Fee within 3 years (unaltered male) from \$210.00 to \$240.00, and
- 8) An increase for 1st Dog Redemption/Impound Fee within 3 years (unaltered female) from \$114.00 to \$140.00, and
- 9) An increase for 2nd Dog Redemption/Impound Fee within 3 years (unaltered female) from \$170.00 to \$195.00, and
- 10) An increase for 3rd Dog Redemption/Impound Fee within 3 years (unaltered female) from \$227.00 to \$250.00, and
- 11) Add an additional \$25.00 to any Dog Redemption/Impound Fee if the dog is not licensed with the City of Rio Dell or vaccinated, and
- 12) An increase for Dog/Cat Relinquish Fee from \$24.00 to \$75.00, and
- 13) Remove \$243.00 fee for Quarantine at a Rio Dell Facility (10 days), and
- 14) Remove \$121.00 fee for Quarantine at Owner's Property, and
- 15) Remove \$48.00 fee for Euthanasia Fee, and
- 16) Remove \$60.00 fee for Spay/Neuter Deposit for Adoption, and
- 17) Remove \$1.00 fee for Animal Care Costs Per Day, and

PASSED, AND ADOPTED by the City Council of Rio Dell on this 6th day of December, 2022 by the following vote:

Mayor Debra Garnes:	Yes <input type="checkbox"/> ; No <input type="checkbox"/>
Councilmember Amanda Carter:	Yes <input type="checkbox"/> ; No <input type="checkbox"/>
Councilmember Frank Wilson:	Yes <input type="checkbox"/> ; No <input type="checkbox"/>
Councilmember Gordon Johnson:	Yes <input type="checkbox"/> ; No <input type="checkbox"/>
Councilmember Julie Woodall:	Yes <input type="checkbox"/> ; No <input type="checkbox"/>

Date

Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be full, true and correct copy of Resolution No. 1560-2022 adopted by the City Council of the City of Rio Dell on December 6, 2022.

Karen Dunham, City Clerk

Exhibit A

CITY OF RIO DELL POLICE DEPARTMENT		
Description	Reference	Amount
Citation Sign-Off	Res. 362	\$5.00
Emergency Response Related to DUI Activities	GC 53150	Actual Cost
Fingerprints as Applicable		
Parking Violation		
Report Copy	Res. 362	\$15.00
Vehicle Release	Res. 1560	\$75.00
VIN Identification	Res. 362	\$10.00
<i>Resolution No. 362 was Amended by Motion Only by the City Council</i>		
Animal Control		
Dog License (Altered Dog)	Res. 1145	\$12.00
Dog License (Unaltered Dog)	Res. 1145	\$25.00
Replacement Dog License Tag	Res. 1145	\$6.00
Kennel License Fee	Res. 1145	\$74.00
1 st Redemption/Impound Fee	Res. 1560	\$75.00
2 nd Redemption/Impound Fee within 3 Years	Res. 1560	\$100.00
3 rd Redemption/Impound Fee within 3 Years	Res. 1560	\$125.00
1 st Redemption/Impound Fee (Unaltered Male)	Res. 1560	\$130.00
2 nd Redemption/Impound Fee (Unaltered Male)	Res. 1560	\$185.00
3 rd Redemption/Impound Fee (Unaltered Male)	Res. 1560	\$240.00
1 st Redemption/Impound Fee (Unaltered Feale)	Res. 1560	\$140.00
2 nd Redemption/Impound Fee (Unaltered Female)	Res. 1560	\$195.00
3 rd Redemption/Impound Fee (Unaltered Female)	Res. 1560	\$250.00
Redemption/Impound Fee if dog is not licensed or vaccinated	Res. 1560	\$25.00
Quarantine at Alternate Facility	Res. 1145	Actual Cost
Dog/Cat Relinquish Fee	Res. 1560	\$75.00

Exhibit B #1

	Dog Redemption/Impounds						
	11/01/2021-11/01/2022						
	Corporal	CSO	Officer	Officer	Sergeant	Chief	Totals
	Landry	Clark	Burns	Johnson	Beauchaine	Conner	
Total Hours	9.5	45	12.5	11	4	2	84
Impoundments							68
Billable Burdended							
Rates FY2022-2023	\$68.15	\$49.91	\$69.46	\$69.46	\$79.13	\$91.39	
Total Cost	\$647.42	\$2,245.95	\$868.25	\$764.06	\$316.52	\$182.78	\$5,024.98
Monthly Fee For							
Miranda's Rescue							\$1,900.00
Amount Per Impound							\$101.83

Exhibit B #2

	Animal Relinquishments			
	11/01/2021-11/01/2022			
	Corporal	CSO	Officer	Totals
	Landry	Clark	Burns	
Hours	2	18.75	1	21.75
Relinquishments				15
Billable Burdended Rates				
FY 2022-2023	\$68.15	\$49.91	\$69.46	
Total Cost	\$136.30	\$935.81	\$69.46	\$1,141.57
Monthly Fee For				
Miranda's Rescue				\$1,900.00
Amount Per Relinquishment				\$98.99

Exhibit B #3

			Vehicle Releases					
			11/07/2021-11/07/2022					
	Corporal	CSO	Officer	Officer	Officer	Chief	Totals	
	Landry	Clark	Burns	Johnson	Fielder	Conner		
Total Hours	37.5	52	12.5	17.5	2	2.5	124	
Vehicles Towed							109	
Billable Burdended								
Rates FY2022-2023	\$68.15	\$49.91	\$69.46	\$69.46	\$69.46	\$91.39		
Total Cost	\$2,555.62	\$2,595.32	\$868.25	\$1,215.55	\$138.92	\$228.47	\$7,602.13	
Amount Per Vehicle							\$69.74	

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



December 6, 2022

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval to Purchase Two Medium Pumps from Xylem Water Solutions U.S.A.
Inc. for \$10,752.73

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the purchase

BACKGROUND AND DISCUSSION

Wastewater Superintendent Taylor is requesting the purchase of two replacement pumps for the wastewater irrigation field. The amount requires Council authorization.

///

Xylem Water Solutions U.S.A., Inc.

790-A CHADBOURNE RD.
 FAIRFIELD, CA 94534
 Tel.(707)422-9894 Fax:(707)422-9808



**26717 Network Place
 Chicago, IL 60673-1267**

INVOICE			YOUR PURCHASE ORDER WWTP	
INVOICE NO. 3556C48584	FUS NO. E03410	DATE SHIPPED 11/07/22	DELIVERY NOTE I25414	
INVOICE DATE 11/07/22	TRN C1	WHS 140	PAYMENT TERMS 100% N30 FROM INVOICE	

Sold To:

Customer No. 067247

Ship To:

Page 2

Global No. 5011348

CITY OF RIO DELL

CITY OF RIO DELL

675 WILDWOOD AVE

675 WILDWOOD AVE

RIO DELL

CA 95562-1544

RIO DELL

CA 95562

FREIGHT TERMS Jobsite		DELIVERY TERMS No S & H Charge		ORDER PROCESSED BY FLYGT-FAIRFIELD, CA BRANCH	
SHIP VIA Branch Delivery		ORDER TEXT 3153.091-1250069		CUSTOMER TEXT Deborah Kenny C2E03411	
LINE	ITEM/DESCRIPTION	QUANTITY SHIPPED UM	UNIT PRICE DISCOUNT/CHARGE	NET PRICE	EXTENDED AMOUNT
007	1400000690024A				
007	1400000690024A SHOP SUPPLIES-MEDIUM PUMPS TP EA MISC SUPPLIES FOR REPAIR	1		61.000	61.00
	SUB-TOTAL OF POSITIONS				9,992.00
	** ADD NO S & H CHARGES **				
	NET AMOUNT BEFORE TAXES USD				9,992.00
	CA STATE				521.64
	CA LOCAL				86.94
	CA COUNTY				21.74
	CA LOCAL EUREKA				130.41
DISPATCH INFO: CORY GIBBS					
ORDER TOTAL USD					10,752.73

Xylem Water Solutions U.S.A., Inc.

790-A CHADBOURNE RD.
 FAIRFIELD, CA 94534
 Tel.(707)422-9894 Fax:(707)422-9808



**26717 Network Place
 Chicago, IL 60673-1267**

INVOICE			YOUR PURCHASE ORDER WWTP	
INVOICE NO. 3556C48584	FUS NO. E03410	DATE SHIPPED 11/07/22	DELIVERY NOTE I25414	
INVOICE DATE 11/07/22	TRN C1	WHS 140	PAYMENT TERMS 100% N30 FROM INVOICE	

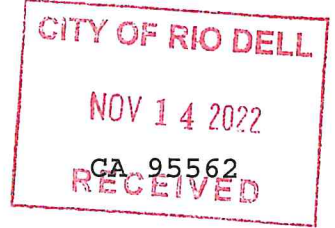
Sold To:

Customer No.	067247
Global No.	5011348

Ship To:

CITY OF RIO DELL
 675 WILDWOOD AVE
 RIO DELL CA 95562-1544

CITY OF RIO DELL
 675 WILDWOOD AVE
 RIO DELL



FREIGHT TERMS Jobsite	DELIVERY TERMS No S & H Charge	ORDER PROCESSED BY FLYGT-FAIRFIELD, CA BRANCH
SHIP VIA Branch Delivery	ORDER TEXT 3153.091-1250069	CUSTOMER TEXT Deborah Kenny C2E03411

LINE	ITEM/DESCRIPTION	QUANTITY SHIPPED UM	UNIT PRICE DISCOUNT/CHARGE	NET PRICE	EXTENDED AMOUNT
001	Quote# R2022-FFB-0037 0000006571708 KIT, REPAIR BASIC 3153	1 EA		2,880.000	2,880.00
002	0000000841805 GROMMET, NBR 32 ID 52 OD 27 L	2 EA		59.000	118.00
003	0000000942109 CABLE, SUBCAB AWG 6/3-2-1-GC+ 31MM	40 FT		53.000	2,120.00
004	0000006964942 IMPELLER, N MT CODE 434 CI	1 EA		3,515.000	3,515.00
005	1400000690002A LABOR, SVC FLYGT, NO TAX MODELS: 3000, 7000, 8000	9 EA	Z3-TP	135.000	1,215.00
006	1400000690021C ENV FEE 11-50HP NO TAX ENVIRONMENTAL FEE	1 EA	TP	83.000	83.00



#5135
 ingaton field pumps



Cont on 2

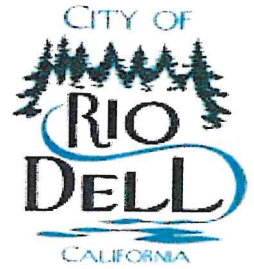
Xylem Water Solutions USA Inc. [5360]

Invoice No. 3556C48584

Invoice Date 11/07/2022

Description	Quantity	Price Per Item	Total Non-Taxable Items	Total Taxable Items
Kit, Basic Repair	1	2880.00		2880.00
Grommet, NBR	2	59.00		118.00
Cable, Subcab AWG 31mm	40	53.00		2120.00
Impeller, N MT Code	1	3515.00		3515.00
Labor, SVC Flygt, (No Tax)	9	135.00	1215.00	
Env Fee 11-50Hp (No Tax)	1	83.00	83.00	
Shop Supplies-Medium Pumps				
Misc Supplies for Repairs	1	61.00		61.00
		Totals	1298.00	8694.00

Sub-Total Taxable: 8694.00
SubTotal Non-Taxable: 1298.00
Tax (8.75%): 760.73
Grand Total: 10752.73



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

December 6, 2022

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approve Minor Location Change for Chamber of Commerce Kiosks on City Hall Grounds

IT IS RECOMMENDED THAT THE CITY COUNCIL:

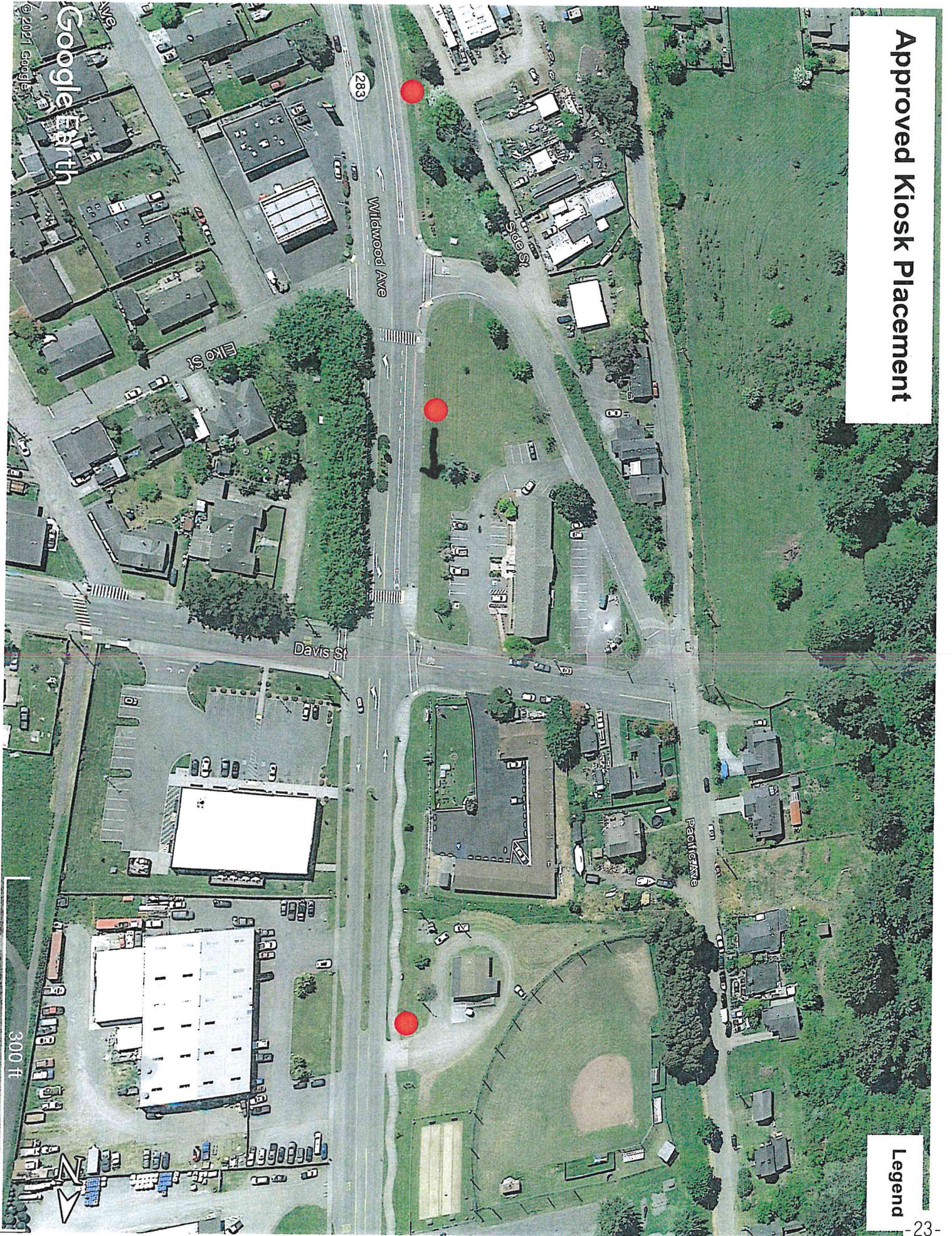
Approve new location approximately 50 feet north, as indicated on the attached map.

BACKGROUND AND DISCUSSION

On March 16, 2021, the City Council approved the locations for the placement of three wooden informational kiosks along Wildwood Avenue, including one on City Hall grounds. Councilmember Woodall has been in contact with the Chamber of Commerce who would like to move the proposed installation site for the City Hall kiosk approximately fifty feet to the north. The attached map includes three red dots that identify the Council approved locations.

///

Approved Kiosk Placement



Legend



Staff Highlights – 2022-12-06

City Council

City Manager

Final results from the November election are expected no later than December 8th

The City has received two new generators to replace the existing equipment at the City's lift stations. This acquisition was paid for through the PSPS grant that was also used for the City Hall energy resiliency project.

The December 20, 2022 Regular City Council meeting is to be cancelled.

There has been time spent on various closed session items.

The City Manager is participating in a RFP process with SCORE, the City's risk management JPA for Workers Comp and General Liability services for the group.

City Clerk

Processed Six (6) Building Permit Applications:

471 Painter St. – Re-Roof Residence
212 Davis St. – 200 Amp Service Panel Upgrade
1033 Riverside Dr. – Porch Addition
160 Monument Rd. – Furnace
1010 Pine St. – Sewer Lateral
82 Ash St. – Sewer Cleanout

Processed One Encroachment Permit

Alves, Inc. – 775 Northwestern Ave. – Install improvements for subdivision

Misc:

Completed CHF/CIRB Building Permit Report for October
Posted Notice of Vacancy on Planning Commission (2 positions)
Submitted November Employment Report to Bureau of Labor Statistics
Submitted U.S. Census Bureau Building Permit Report for November
Had first training on new Agenda Management Program (3 to follow in Dec.)
Submitted CHF-CIRB /Building Permit Report for November



City Attorney

Human Resources, Risk & Training

Finance Department

Expenditure Report SB1

Annual Street Report

Public Works Water

Work with Aqua Sierra on Scada System Servers and programming

Maintenance work on Analyzers and Turbidity meter

Meeting with PG&E and Caltrans on Northbound Bridge Project

Water leak on Birch St.

Enroll in U.S. EPA's Fifth Unregulated Contaminant Monitoring Rule

Routine Weekly and Monthly water sampling,

Monthly Water Report to SWRCB

Working on Rio Dell Water Rights Reports to SWRCB.

General grounds maintenance at water storage tank sites.

General grounds maintenance at Rio Dell well site.

Repair Water leak on 1054 Upper Monument Rd.

Public Works Wastewater

Public Works Streets, Buildings and Grounds

General Winter Preparation though out town.

Repair Drainage sink hole on Martin Dr.

Repair / re-rock road to Dinsmore Tank and Cell tower.

Riverbar cleanup – Garbage cleanup, tires, concrete, and brush dumping.

Mowed and weedeat road easements throughout town.



Paint RED Zones throughout town. (ONGOING)

Mowed North and South Gateway, Blue Star, Memorial and Davis Park.

Tree trimming throughout city.

Weeded Edwards Dr., Monument Habitat Site and scraped weeds of the sidewalk and curb.

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of November 9 to November 29, 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	33	5	1
Conner	3	0	0
Beauchaine	22	3	2
Landry	21	3	3
Burns	41	1	0
Johnson	68	10	4
Fielder	9	1	0
Clark	26	2	N/A
Totals	203	25	10
Averages	9.7 per day	8.3 per week	3.3 per week
2021 Yearly Average	15.6 per day	14.2 per week	5.7 per week

Calls for Service at 355 Center Street

Type	Date	Time	Location	Primary Unit	Case #
FOOT	11/12/2022	02:14:20	355 CENTER ST	6S2	
415	11/15/2022	18:17:04	355 CENTER ST	6S1	
415N	11/26/2022	13:58:40	355 CENTER ST	R618	
VI	11/27/2022	14:10:48	355 CENTER ST	R618	

VI – Vehicle investigation

415 – Argument or general disturbance

415N – Loud noise complaint

6S1 – Sergeant John Beauchaine

6S2 – Corporal Crystal Landry



R618 – Officer Russell Johnson

During the period of November 9 to November 29, 2022, there were seventeen calls for service related to animal control issues. Six dogs and a puppy were transported to Miranda's Rescue. Four of these dogs were arrested by CSO Mary Clark, Chief Greg Allen, and Fortuna Police Department CSO Amy Carrington when they were in a neighboring yard and preventing that resident to leave. It took considerable effort and catch poles to take all of the animals into custody. It is believed that all four dogs have been returned to their humans after bail was posted to the City in the amount of \$580 and to Miranda's Rescue in the amount of \$1200.

CSO Mark Clark will be submitting a resolution to increase fees for animal control. The city has a contract to pay Miranda's a flat rate of \$1900 per month. The month of November 2022, 7 animals were taken to Mirandas at a cost of \$271 per animal.

Corporal Crystal Landry took a much deserved, two-week vacation.

Increased patrols have been instituted at the Post Office due to three cases of vandalism and attempted burglary during the night time hours.

On November 9, 2022, Chief Allen responded to a residence that has had frequent visits by the Police Department in the past. As Chief Allen approached the house, he was met outside by the mother of her three young women who also live there. The mother had blood on her nose and a black eye. She told Chief Allen that her daughter had punched her when she tried to prevent the daughter from fighting with her older sister. Chief Allen was able to convince the middle daughter to hand her baby to her grandmother. She was then taken into custody without further issue. She was transported to Juvenile Hall, but after processing, she was returned to Rio Dell by the Probation Department.

The Rio Dell Police Department in collaboration with the Humboldt County Sheriff's Office Neighborhood Watch Coordinator is currently establishing several NHW programs in Rio Dell. The first meeting will be December 8th 2022.

The Rio Dell Police Department is also in the process of establishing a Community Emergency Response Team (CERT). These teams are needed if a major disaster occurs and first responders may not be able to respond to every call immediately. Training of members will include topics such as disaster preparedness, earthquake preparation, hazardous materials, medical operations and triage, and light search and rescue. We will be seeking volunteers in the near future for this team.

Community Development Department

Attend Energy Code webinars 2022 Code Changes

Prepare letter to Cal Fire, work with City Attorney

Coordinate Title Reports for Enes Property



Purge APN Files

Work with Chris Hammer – Chase-Campbell Violation

Eel River Trail easement review with staff, GHD.

Meeting with Senator McGuire staff – Cal Fire

Meeting with County regarding REAP 2.0, CDBG administration, potential Regional Housing Trust Fund.

Review Fosterling Plan Corrections comments, correspondence with Pacific Affiliates regarding curb, gutter, sidewalks, underground power.

Inspections 1275 Northwestern Ave, Northwestern Flower Company.

Ordinance adoption staff report for new Building Codes.

Prepare draft amendments to Cannabis Tax Regulations.

Review Nieto porch plans, corrections needed.

Review Roscoe Improvement Plans, coordinate with GHD.

Follow-up with HUD on LMI mapping.

Work with T-Mobile on lease agreement, past due rent.

Rough Plumbing/HVAC Inspection 282 Belleview Ave

Attend CALBO Electrical Code webinar 2022 Changes

Intergovernmental

Humboldt-Rio Dell Business Park

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



December 6, 2022

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action on the Monument Road Slip Out Including Update on Possible Costs to the City of Rio Dell

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive a presentation from staff.

Direct staff to continue working with the County and affirm the City's commitment to a 50/50 cost split for the local share of the project costs.

BACKGROUND AND DISCUSSION

During the winter storm events of February 2017, a slip out developed on Monument Road along the boundary of the City of Rio Dell and unincorporated County. The storm events were declared federal and state disasters. The damage is estimated to span 260 feet in total, of which approximately half is within the City. It was advised that one agency take the lead on this issue. The City and County agreed the project would best be handled by the County.

There have been a series of delays on the repair of this section of roadway. The delays are due to FEMA's resistance to the engineered designs, costs and recommendations for the project. This back and forth is best described in the attachments to this agenda item. However, on November 9th the County did receive correspondence back from CalOES that upon final appeal, the Monument repair had been allocated \$2,359,983. This amount is well below the original request of \$3,111,717 to perform the Soldier Pile Wall solution. At this time, there is no other viable option to repair the slip out.

This creates a possible local cost share scenario as follows:

FEMA underfunding:	\$751,734
Local share of approved amount (6.25%):	<u>\$147,498</u>
Total possible local responsibility:	\$899,232
Total possible Rio Dell share (50%):	\$449,616 +/-

While there are some possible options to reduce the cost of the project or receive additional assistance from the State, staff wants to make sure the Council is aware of the potential cost exposure to the City for this repair. It is expected that the City will receive agreement language in the near future from the County to bind the 50/50 cost share arrangement between the two parties. The County also intends to put the project out to bid the first quarter of 2023 for possible completion by the end of that year.

Staff is recommending continuing forward with the project, including accepting the possible costs associated with repair. While the costs are significantly higher than originally estimated, the City has adequate reserves to cover this cost. Staff will continue to work with the County to limit this cost exposure.

Mr. Tony Seghetti, an engineer for the County, will be available to present and answer questions.

Attachments:

Correspondence from CalOES to the County of Humboldt

///



November 9, 2022

Mr. Thomas Mattson
Public Works Director
Humboldt County
1106 Second Street
Eureka, California 95510-0531

Subject: Response to Second Appeal – Project Worksheet 1276
FEMA-4308-DR-CA, February 2017 Storms
Cal OES ID: 023-00000 FEMA ID: 023-99023-00
Subrecipient: Humboldt County
Cal OES Log: 730942.5 FEMA Log: None

PUBLIC WORKS	
<input checked="" type="checkbox"/>	DIR
<input checked="" type="checkbox"/>	AV
<input checked="" type="checkbox"/>	BUS
<input checked="" type="checkbox"/>	AHS
<input type="checkbox"/>	MAT
<input type="checkbox"/>	CA
<input type="checkbox"/>	BA
<input type="checkbox"/>	FM
<input type="checkbox"/>	PSD
<input type="checkbox"/>	HR
<input type="checkbox"/>	PK
<input type="checkbox"/>	SP
<input type="checkbox"/>	IS
<input type="checkbox"/>	NSD
<input type="checkbox"/>	
<input type="checkbox"/>	FE
<input type="checkbox"/>	TO

Dear Mr. Mattson:

On November 4, 2022, the California Governor's Office of Emergency Services (Cal OES) received the enclosed letter dated November 2, 2022, from the Federal Emergency Management Agency (FEMA). The letter informs the Subrecipient that FEMA has partially approved the second appeal of Project Worksheet (PW) 1276 for the amount of \$2,359,983.00.

FEMA has partially approved this second appeal. FEMA is denying the Change in Scope of Work (SOW) request from a Mechanically Stabilized Embankment (MSE) to a soldier pile wall. However, FEMA determined the repair to the integral ground is eligible. Therefore, FEMA has increased the approved amount of funding for the eligible work for a MSE wall. Accordingly, FEMA has prepared a version to PW 1276 for \$2,359,983.00. If the Subrecipient intends to install a soldier pile wall instead, it may request an Improved Project. Please refer to FEMA's enclosed letter for additional information.

A copy of the version for PW 1276 will be forwarded to the Subrecipient under separate cover by Cal OES' Financial Processing Unit (FPU). Requests for payment are also processed through FPU.



3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY SECTION • PUBLIC ASSISTANCE
PHONE: (916) 845-8200 • FAX: (916) 845-8387
www.CalOES.ca.gov

Mr. Thomas Mattson
Page 2

If you require additional information related to this correspondence,
please contact Mr. Nick Vaquero, Program Manager, at (916) 531-5906 or
Ms. Marcia Burchiel, Disaster Assistance Programs Specialist, at (530) 526-1178.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Gillings". The signature is stylized and includes a small flourish at the end.

DAVID GILLINGS
State Public Assistance Officer

Enclosure

bh



FEMA

November 2, 2022

Mark S. Ghilarducci
Director
California Governor's Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203

RECEIVED
730942.5
Nov 04, 2022
PUBLIC ASSISTANCE

Re: Second Appeal – Humboldt County, PA ID: 023-99023-00, FEMA-4308-DR-CA, Project Worksheet (PW) 1276 – Landslides and Slopes Stabilization, Change in Scope of Work, Improved Project

Dear Mr. Ghilarducci:

This is in response to your letter dated May 31, 2022, which transmitted the referenced second appeal on behalf of Humboldt County (Applicant). The Applicant is appealing the U.S. Department of Homeland Security's Federal Emergency Management Agency's denial of funding in the amount of \$3,111,717.00 for a scope of work change request from a Mechanically Stabilized Embankment (MSE) to a soldier pile wall on an embankment repair.

As explained in the enclosed analysis, I have determined the Applicant has demonstrated that the work to repair the integral ground is eligible. FEMA is not approving a change in scope of work, but reviewed the costs associated with installing a MSE wall estimate and increased the approved amount of funding to \$2,359,983.00. If the Applicant intends to install a soldier pile wall, it can request an Improved Project with the costs capped at the MSE wall estimate. Therefore, this appeal is partially granted. By copy of this letter, I am requesting the Regional Administrator to take appropriate action to implement this determination.

Please inform the Applicant of my decision. This determination is the final decision on this matter pursuant to 44 C.F.R. § 206.206, **Appeals**.

Sincerely,

A handwritten signature in cursive script that reads "Ana Montero".

Ana Montero
Division Director
Public Assistance Division

Enclosure

cc: Robert J. Fenton
Regional Administrator
FEMA Region IX

SECOND APPEAL ANALYSIS
Humboldt (County), PA ID 023-99023-00
FEMA-4308-DR-CA, Project Worksheet 1275
Landslide and Slopes Stabilization, Change in Scope of Work, Improved Project

Background

During the incident period, February 1-23, 2017, a severe winter storm caused heavy flooding and landslides throughout California.¹ Humboldt County (Applicant) claimed damage to its roadway surface and subsurface as well as an outbound shoulder embankment failure along 225 linear feet of Monument Road (Facility). FEMA prepared Project Worksheet (PW) 1276 to capture the damages and reimburse costs related to repairing the roadway and the installation of a Mechanically Stabilized Embankment (MSE) wall which totaled \$467,473.00.

The Applicant submitted a Scope of Work (SOW) change request in a letter dated March 3, 2021, to the California Office of Emergency Service (Recipient). In the request, the Applicant cited its consultant's geotechnical report which recommended a change from an MSE wall to a soldier pile wall. The Applicant noted the reason for this change was that the soldier pile wall would result in a smaller footprint, single lane closure, lower environmental impact, and limited Right-of-Way acquisition. The cost for the new SOW, including contractor design costs, totaled \$3,111,717.00.

In a letter dated August 10, 2021, FEMA denied the SOW change request, stating it included work that went beyond the damaged Facility's predisaster design. Furthermore, FEMA determined that the site had preexisting issues of slope instability, and as such, stabilizing the integral ground was the responsibility of the Applicant.

First Appeal

The Applicant appealed, in letter dated September 10, 2021, claiming the amount at issue as \$2,333,976.00. The Applicant stated that the soldier pile wall does not change the predisaster design (size and capacity) of the Facility and FEMA had approved similar SOW changes in past disasters based on geotechnical report recommendations. Furthermore, the Applicant, citing the geotechnical report prepared by its contractor, Crawford and Associates (Contractor), asserted that the site had no history of slope instability and that FEMA misidentified prior disaster damage as a history of site instability.² The Recipient forwarded the appeal to FEMA, in a letter dated October 29, 2021, in support of the Applicant's position.

FEMA's Region IX Regional Administrator denied the Applicant's first appeal in a letter dated February 4, 2022.³ FEMA determined that the site had a history of instability prior to the disaster, citing the geotechnical report which noted saturation and a failed wood pile wall. Consequently, it stated the stabilization of the integral ground was the responsibility of the

¹ The President issued the major disaster declaration, FEMA-4308-DR-CA, on April 1, 2017.

² The Applicant cites FEMA-1628-DR-CA as the cause of the instability found by FEMA in Google Earth Images; this damage was repaired in 2007. *See* Letter from Deputy Pub. Works Dir., Humboldt Cty., to State Pub. Assistance Officer, Cal. Governor's Off. of Emergency Serv. (Cal OES), at 2 (Sept. 10, 2021).

³ FEMA clarified in the appeal response that the actual amount at issue is the difference of the Soldier Pile Wall and the approved MSE wall cost. \$2,333,976.00 - \$467,473.00 = \$1,869,503.00

Applicant. Additionally, as the SOW change request for a soldier pile wall went beyond the approved SOW, FEMA stated it would be considered an Improved Project.

Second Appeal

The Applicant filed a second appeal in a letter dated April 13, 2022, requesting \$3,111,717.00 for the SOW change request to from an MSE to a soldier pile wall. The Applicant states that FEMA misinterpreted statements in the geotechnical report and provided a letter from its Contractor clarifying that the report stated that the site instability was directly caused by the event. Additionally, the Applicant provided an updated MSE wall estimate for review. The Applicant states that the soldier pile repair method is the more suitable method of repair and reiterates that a similar SOW change request had been approved in prior disasters.⁴ The Recipient forwarded the Applicant's second appeal in a letter dated May 31, 2022, in support of the Applicant's position. The Recipient clarified the amount in dispute is \$1,869,503.00, the additional cost for the soldier pile wall not including the already approved \$473,473.00.⁵ The Recipient also stated that the cost for the MSE wall equaled \$2,359,983.00, whereas the cost for the soldier pile wall equaled \$2,251,183.50. Therefore, the difference between the two equaled \$108,799.50 and the soldier pile wall was the more cost-effective option.⁶

Discussion

Landslide and Slopes Stabilization

FEMA may provide Public Assistance (PA) funding to a local government for the repair of a public facility damaged by a major disaster.⁷ To be eligible, work must be required as a direct result of the declared incident.⁸ If an eligible facility is located on a slope and is damaged as a result of a landslide or slope instability triggered by the declared incident, FEMA determines the stability of the slope that supports the facility before it approves PA funding to restore the facility.⁹ Restoration of the integral ground that supports the facility may also be eligible.¹⁰ If the site is unstable and there is no evidence of predisaster instability after the facility was constructed, permanent restoration of the facility and its integral ground is eligible, including measures to stabilize the integral ground.¹¹ The applicant is responsible for providing

⁴ See Project Worksheet (PW) 1029, Humboldt County, Version 1 (May 16, 2019) and PW 297, Humboldt County, Version 1 (March 19, 2021). Note: The Applicant and the Grantee assert that, in prior disasters, FEMA reimbursed similar costs. On this matter, FEMA notes that each project is evaluated on a case-by-case basis. Eligibility decisions under separate declarations, if made in error, have no impact on the eligibility of funding discussed in the present appeal. See FEMA Second Appeal Analysis, *York (Town of)*, FEMA-4367-DR-ME, at 3, n.12 (Aug. 18, 2020).

⁵ The Applicant maintains the amount in dispute is \$3,111,717.00, no clarification is provided explaining how this figure was determined.

⁶ See Letter from Governor's Authorized Representative, Cal OES, to Assistant Adm'r, FEMA, at 5 (May 31, 2022).

⁷ Robert T. Stafford Disaster Relief and Emergency Assistance Act § 406(a)(1)(A), Title 42, United States Code § 5172(A)(1)(a) (2012).

⁸ Title 44 Code of Federal Regulations (44 C.F.R.) § 206.223(a)(1) (2016); FEMA *Public Assistance Program and Policy Guide*, FP 104-009-2, at 20 (Apr. 1, 2017) [hereinafter *PAPPG*].

⁹ *PAPPG*, at 129.

¹⁰ *Id.*

¹¹ *Id.*

documentation to support its claim as eligible and show that work is required to address damage caused by the disaster.¹²

Here, the Applicant states that the site did not have any predisaster instability and that the current disaster created the instability. The Applicant has provided a geotechnical report which defined the cause to be “inherent weakness of the fill and outer slope material, the high degree of saturation from seasonable stormwater infiltration, and subsurface water seepage through the fill slope.”¹³ The Applicant’s Contractor clarified with additional certified correspondence that, “the geotechnical report did not imply preexisting instability at this site...[the Contractor concluded that] the road failure was the direct result of high intensity storms in February 2017, which oversaturated and weakened the fill embankment of the road, causing slope failure.”¹⁴

The California Geologic survey data additionally did not find any preexisting instability within the integral ground at the Facility. Furthermore, the wood pile walls cited on first appeal as failing were clarified by the Contractor, stating, “the wood piles were still near vertical and straight and showed no evidence of global instability.”¹⁵ In instances of previously identified evidence of instability on the roadway, the Applicant has provided documentation which substantiated that those cited instances were previous repairs from disasters.

Based on documentation provided by the Applicant, it has substantiated that the integral ground was stable prior to the incident. Therefore, work to repair the integral ground is eligible.

Change in Scope of Work/Improved Project

A change to the approved scope of eligible work requires a written request, including detailed justification and documentation to support the eligibility of the requested revision.¹⁶ FEMA engages subject matter experts for technical assistance when necessary to reach a determination of whether the requested change is eligible for PA funding.¹⁷ FEMA will generally approve changes to the scope of work if the alternative repair method is more cost-effective than the original repair method, the original repair method is not feasible, there is an increase in previously approved quantities due to errors and omissions, or hidden disaster-related damage is discovered.¹⁸ An improved project is a project that restores the predisaster function, and at least the same capacity, of the damaged facility and incorporates improvements or changes to its predisaster design not required by eligible codes or standards.¹⁹ Funding is limited to the federal share of the approved estimated cost to restore the damaged facility to its predisaster design and

¹² *Id.* at 20, 134.

¹³ Rayan Houghton, MONUMENT ROAD PM 0.00, Geotechnical Report, Crawford & Associates Inc., at 5 (Mar. 10, 2019).

¹⁴ Letter from Senior Eng’r and Senior Project Manager, Crawford & Associates, Inc., to Deputy Dir., Humboldt Cty., at 1 (Apr. 6, 2022) (bold in original text).

¹⁵ *Id.* at 2.

¹⁶ 44 C.F.R. §206.204(e); *PAPPG*, at 138.

¹⁷ *PAPPG*, at 138.

¹⁸ *Id.*

¹⁹ 44 C.F.R. §206.203(d)(1); *PAPPG*, at 107.

function; or the federal share of the actual costs of completing the Improved Project, whichever is less.²⁰

On second appeal, a FEMA Professional Engineer (P.E.) assessed the geotechnical report, cost estimates provided by the Applicant, and other project documentation. Based on this assessment and information provided in the administrative record, FEMA finds that the Applicant's preferred method of repair, a soldier pile wall, achieves the same site stability as an MSE wall and both methods of repair are technically feasible. After reviewing the cost estimates provided by the Applicant, FEMA finds: 1) the soldier pile wall estimate provided by the Applicant was deficient as it did not include contingency factors which increase overall costs,²¹ and 2) the MSE wall estimate of \$2,359,983.00 is reasonable when compared to historical unit costs for the type of work.

Ultimately, both methods are reasonable for the type of repair considered. However, the Applicant's intended method of repair, a soldier pile wall, goes outside the approved SOW by replacing the material and method of repair. Additionally, the MSE wall is the least cost option when compared to the soldier pile wall. Therefore, FEMA approves the MSE wall estimate of \$2,359,983.00 as the eligible estimated cost for repairing the Facility using the approved SOW. If the Applicant intends to install a soldier pile wall, it may request an Improved Project with the costs capped at the adjusted MSE wall estimate.

Conclusion

The Applicant has demonstrated that the work to repair the integral ground is eligible. FEMA is not approving a change in scope of work, but reviewed the costs associated with installing a MSE wall estimate and increased the approved amount of funding to \$2,359,983.00. If the Applicant intends to install a soldier pile wall instead of the MSE wall, it may request an Improved Project with the costs capped at the repair amount associated with the MSE wall-related SOW. Therefore, this appeal is partially granted.

²⁰ 44 C.F.R. §206.203(d)(1); *PAPPG*, at 110.

²¹ The adjusted cost estimate for the requested soldier pile wall totaled \$2,414,906.00.

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cityofriodell.ca.gov*



December 6, 2022

TO: Rio Dell City Council
THROUGH: Kyle Knopp, City Manager
FROM: Travis Sanborn, Finance Director
SUBJECT: Fiscal Year 2021-22 Annual Financial Report

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive and file the Fiscal Year (FY) 2021-22 Annual Financial Report.

BACKGROUND AND DISCUSSION

The Finance Director provides reports on the budget to keep the Rio Dell City Council and the public informed on the status of the City's finances. The attached Annual Financial Report for FY 2021-22 summarizes budgeted versus actual amounts and describes any significant variances at the end of the fiscal year.

The attached report is for informational purposes and the audited Financial Statements, which should be completed in January 2023, will contain additional and more detailed information.

ATTACHMENTS

FY 2021-22 Annual Financial Report (Unaudited)

ANNUAL FINANCIAL REPORT

Year End FY 2021-22

This Annual Financial Report summarizes and analyzes the financial performance of the City for Fiscal Year (FY) 2021-22. The report describes the revenues received and expenditures incurred and explains any material differences between these values and the adjusted budget. It also presents the amount of the financial reserves at the end of the year. This report was prepared using final unaudited FY 2021-22 financial information as of June 30, 2022.

SUMMARY

Total City revenues were \$5,540,943 which were below total expenditures of \$5,550,414, resulting in a decrease to reserves of \$9,471.

REVENUE AND EXPENDITURES BY FUND - TYPE			
	REVENUE	EXPENSE	GAIN/(LOSS)
GENERAL FUND	1,647,108	2,421,397	(774,289)
ENTERPRISE FUNDS	2,722,658	2,407,941	314,717
SPECIAL REVENUE FUNDS	1,171,177	721,076	450,101
TOTAL	5,540,943	5,550,414	(9,471)

Revenues: The major funds of the City had revenues that were \$76,137 or 1.6% higher than estimated in the budget. This difference was partially due to revenue estimates for FY 2021-22 being conservative due to economic uncertainties related to the pandemic.

REVENUES BY FUND			
	BUDGET	ACTUAL	OVER/(UNDER)
GENERAL FUND	1,779,642	1,647,108	(132,534)
STREETS	304,294	310,061	5,767
SLESF	152,998	150,000	(2,998)
BUILDING FUND	44,110	44,441	331
SEWER	1,305,000	1,383,139	78,139
WATER	1,211,800	1,339,519	127,719
TOTAL	4,797,844	4,874,268	76,424

Expenditures: The major funds shown in the following table ended the year under budget by \$470,686 or 8%.

EXPENDITURES BY FUND			
	BUDGET	ACTUAL	OVER/(UNDER)
GENERAL FUND	2,597,551	2,421,397	(176,154)
STREETS	308,879	285,060	(23,819)
SLESF	161,667	161,667	-
BUILDING FUND	92,332	91,431	(901)
SEWER	1,518,739	1,315,291	(203,448)
WATER	1,159,014	1,092,650	(66,364)
TOTAL	5,838,182	5,367,496	(470,686)

Fund Balances: Overall total ending fund balances were \$8,682,695, a decrease of \$332,269. The table below shows the changes and fund balances by fund.

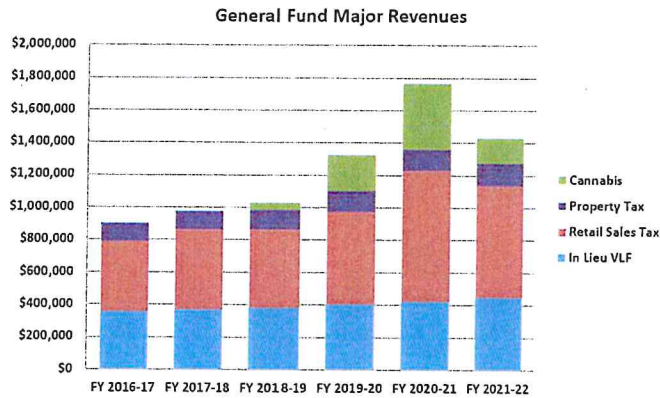
Fund Description	Fund #	Beginning Fund Balance 7/1/21	Change	Actual Ending Fund Balance 6/30/22
General Fund	000	2,540,469	(743,879)	1,768,674
Special Revenue Funds				
Economic Development	003	300,000	(7,845)	292,155
Admin Fund	005	20,649	1,434	22,083
Building Fund	008	22,593	(50,509)	-
Parks Fund	015	18,169	44	18,213
Gas Tax Fund (HUTA)	020	188,332	10,392	198,724
SBI (RMRA) Fund	021	113,146	28,386	141,532
TDA Fund	024	57,662	(7,384)	50,278
RSTP Fund	026	24,744	(16,471)	8,273
Solid Waste Fund	027	37,176	(24,169)	13,007
CDBG RRLF Fund	039	405,996	166,591	572,587
SLESF Fund	040	125,230	(8,671)	116,559
Vehicle Abatement Fund	043	2,680	6	2,686
Realignment Grant Fund	046	3	-	3
Recycling Fund	074	30,055	5,078	35,133
Spay & Neuter Fund	093	3,215	8	3,223
Total Special Revenue Funds		1,349,650	96,890	1,474,456
Sewer Enterprise Fund				
Sewer Capital Fund	052	1,264,022	84,874	1,348,896
Sewer Debt Svc Fund	054	113,651	36,433	150,084
Sewer Restricted Reserve	054	302,822	-	302,822
Sewer Operations Fund	050	655,325	(53,461)	601,864
Total Sewer Enterprise Fund		2,335,820	67,846	2,403,666
Water Enterprise Fund				
Water Capital Fund	062	1,034,406	164,785	1,199,191
Water Metro Wells Fund	063	57,650	(3,931)	53,719
Water Dinsmore Zone	064	143,974	(98,581)	45,393
Water Restricted Reserve	061	136,000	-	136,000
Water Debt Svc Fund	061	209,322	27,678	237,000
Water Operations Fund	060	1,207,673	156,923	1,364,596
Total Water Enterprise Fund		2,789,025	246,874	3,035,899
Total All Funds		9,014,964	(332,269)	8,682,695

ANNUAL FINANCIAL REPORT

Year End FY 2021-22

GENERAL FUND

At the end of FY 2021-22, General Fund revenues were \$1,647,108, which was 7.4% below budgeted estimates. Actual General Fund expenditures were \$2,421,397, which was 7% below budgeted appropriations.



Revenues: The top four revenue sources in the General Fund are Property Tax In Lieu of Vehicle License Fees, Retail Sales Tax, Cannabis Tax and Property Tax. Actual amounts for these revenue sources were \$1,432,913 which was 19% less than the previous year.

General Fund revenues were \$132,534 less than budgeted amounts. This was primarily due to budgeted Cannabis Tax revenues higher than actual revenues received. Overall, General Fund revenues were \$370,932 less than prior year actuals.

GENERAL FUND REVENUES	BUDGET	ACTUAL	VARIANCE
Property Tax In Lieu VLF	425,000	447,394	22,394
Local Sales Tax Measure J	350,000	411,187	61,187
Sales Tax	275,000	277,387	2,387
Property Tax	138,100	144,289	6,189
Franchise Fees	87,240	101,036	13,796
Cannabis	436,000	152,656	(283,344)
Interest	-	4,649	4,649
Transient Occupancy Tax	11,000	18,955	7,955
Other Revenues	57,302	89,555	32,253
TOTAL	1,779,642	1,647,108	(132,534)

Expenditures: General Fund expenditures were \$1,663,204 or \$754,586 less than budgeted. This was primarily due to capital projects not being completed, unused contingency and lower spending in the Police department.

GENERAL FUND EXPENDITURES	ADJUSTED BUDGET	ACTUAL	VARIANCE
City Council	11,176	12,166	(990)
City Manager	246,343	184,067	62,276
Finance	85,900	93,235	(7,335)
General Government	31,390	31,389	1
Planning	48,976	48,953	23
Police	915,287	839,928	75,359
Facilities and Grounds	67,657	50,065	17,592
Transfers/Contingency	3,997	29,949	(25,952)
Capital Projects	1,186,825	1,131,645	55,180
TOTAL	2,597,551	2,421,397	176,154

Fund Balance: The General Fund ended the fiscal year with a fund balance of \$1,796,590. This was a decrease of \$743,879 due to actual revenues exceeding expenditures. At the time of the FY 2022-23 budget development the year-end fund balance was projected to be \$1,732,506. The FY 2021-22 actual ending balance was \$64,084 more than estimated.

STREETS FUNDS

Revenues: Streets funds revenues were less than budgeted by \$5,767 or 2%. This was primarily due to low estimates being used during budget development.

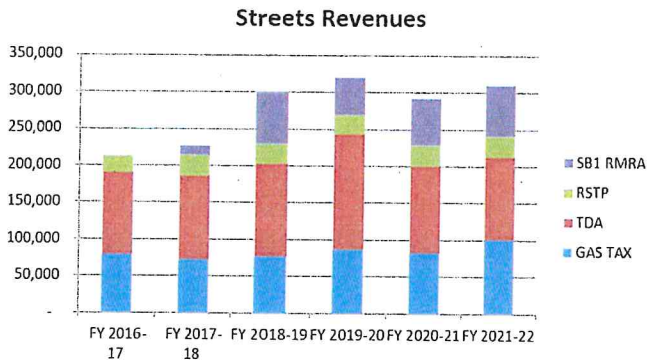
STREETS REVENUES	BUDGET	ACTUAL	VARIANCE
020 GAS TAX	93,967	101,433	7,466
021 SB1 RMRA	64,700	68,150	3,450
024 TDA	120,000	111,621	(8,379)
026 RSTP	25,627	28,857	3,230
TOTAL	304,294	310,061	5,767

In 2017 Senate Bill (SB) 1, created the Road Maintenance and Rehabilitation Account (RMRA) and increased taxes on fuel and vehicle registration and added annual inflationary adjustments to new and existing gas taxes. The SB1

ANNUAL FINANCIAL REPORT

Year End FY 2021-22

RMRA revenues provide much needed additional funding for local streets and roads projects. The taxes are collected statewide and allocated to cities on a per capita basis. These revenues are shown below in purple.



Expenditures: Actual expenditures were 8% below budget in the Streets funds. This was primarily due to contingency funds not being used.

STREETS EXPENDITURES	BUDGET	ACTUAL	VARIANCE
020 GAS TAX	101,662	91,036	10,626
021 SB1 RMRA	65,868	39,764	26,104
024 TDA	119,005	125,419	(6,414)
026 RSTP	22,344	28,841	(6,497)
TOTAL	308,879	285,060	23,819

Fund Balances: Total overall Streets fund reserves increased by \$14,925. At the time of the FY 2022-23 budget development the year-end balance was projected to be \$372,883. The FY 2021-22 actual ending balance was higher than estimated by \$25,924. This was primarily due to expenditures being lower than estimated.

STREETS FUND BALANCES	ESTIMATE	ACTUAL	VARIANCE
020 GAS TAX	180,637	198,724	18,087
021 SB1 RMRA	111,978	141,532	29,554
024 TDA	52,242	50,278	(1,964)
026 RSTP	28,026	8,273	(19,753)
TOTAL	372,883	398,807	25,924

ENTERPRISE FUNDS

SEWER FUNDS

Revenues: The Sewer funds total revenues were \$1,383,139. This amount was spread between Operations (67%), Capital (8%) and Debt Service (25%). The total amounts include all fees, charges, penalties and new connections for sewer service. Actual revenues were 6% more than estimated in the budget.

SEWER REVENUES	BUDGET	ACTUAL	VARIANCE
050 SEWER OPERATIONS	892,066	938,543	46,477
052 SEWER CAPITAL	110,000	107,648	(2,352)
054 SEWER DEBT SVC.	302,934	336,948	34,014
TOTAL	1,305,000	1,383,139	78,139

Expenditures: Total Sewer expenditures were \$1,315,291 which was \$203,448 or 13% less than budgeted. The variance was mainly due to unused contingency, lower spending on capital projects and professional services and salary savings.

SEWER FUND EXPENSES	BUDGET	ACTUAL	VARIANCE
050 SEWER OPERATIONS	1,036,555	992,002	44,553
052 SEWER CAPITAL	179,250	22,774	156,476
054 SEWER DEBT SVC.	302,934	300,515	2,419
TOTAL	1,518,739	1,315,291	203,448

Fund Balances: As shown below actual ending Sewer fund balances (excluding restricted reserves) were \$2,100,844. This was \$281,589 or 15% more than estimated at the time of the FY 2022-23 budget development. This increase was due to a combination of higher revenues and lower expenditures.

SEWER FUND BALANCES	ESTIMATE	ACTUAL	VARIANCE
050 SEWER OPERATIONS	510,832	601,864	91,032
052 SEWER CAPITAL	1,194,772	1,348,896	154,124
054 SEWER DEBT SVC.	113,651	150,084	36,433
TOTAL	1,819,255	2,100,844	281,589

ANNUAL FINANCIAL REPORT

Year End FY 2021-22

WATER FUNDS

Revenues: Total actual revenues for the Water funds were \$1,339,519 compared to budgeted amounts of \$1,211,800.

WATER REVENUES	BUDGET	ACTUAL	VARIANCE
060 WATER OPERATIONS	797,500	915,690	118,190
061 WATER DEBT SVC.	136,000	163,678	27,678
062 WATER CAPITAL	239,400	217,007	(22,393)
063 METRO WELLS	17,100	18,417	1,317
064 DINSMORE ZONE	21,800	24,727	2,927
TOTAL	1,211,800	1,339,519	127,719

Expenditures: Total Water expenditures were \$1,092,650 which was \$66,364, or 6% less than budgeted. The variance was mainly due to unused contingency, lower spending on capital projects and professional services and salary savings.

WATER EXPENDITURES	BUDGET	ACTUAL	VARIANCE
060 WATER OPERATIONS	738,614	758,770	(20,156)
061 WATER DEBT SVC.	136,000	136,000	-
062 WATER CAPITAL	107,250	52,222	55,028
063 METRO WELLS	22,050	22,349	(299)
064 DINSMORE ZONE	155,100	123,309	31,791
TOTAL	1,159,014	1,092,650	66,364

Fund Balances: As shown below actual ending fund balances (excluding restricted reserves) were \$2,899,899. This was \$144,481 or 5% higher than estimated for the Water funds at the time of the FY 2022-23 budget development. This increase was due to a combination of higher revenues and lower expenditures.

WATER FUND BALANCES	ESTIMATE	ACTUAL	VARIANCE
060 WATER OPERATIONS	1,266,559	1,364,596	98,037
061 WATER DEBT SVC.	258,930	237,000	(21,930)
062 WATER CAPITAL	1,166,556	1,199,191	32,635
063 METRO WELLS	52,699	53,719	1,020
064 DINSMORE ZONE	10,674	45,393	34,719
TOTAL	2,755,418	2,899,899	144,481

OTHER FUNDS

The following section is a summary of budgeted revenues and expenditures versus actual for other significant special revenue funds.

BUILDING FUND

The Building fund had budgeted revenues of \$44,110 and appropriations of \$92,332. Actual revenues were more than estimated by \$331. The ending fund balance in the Building fund was \$0 after a General Fund transfer of \$27,916 to cover expenditures exceeding revenues.

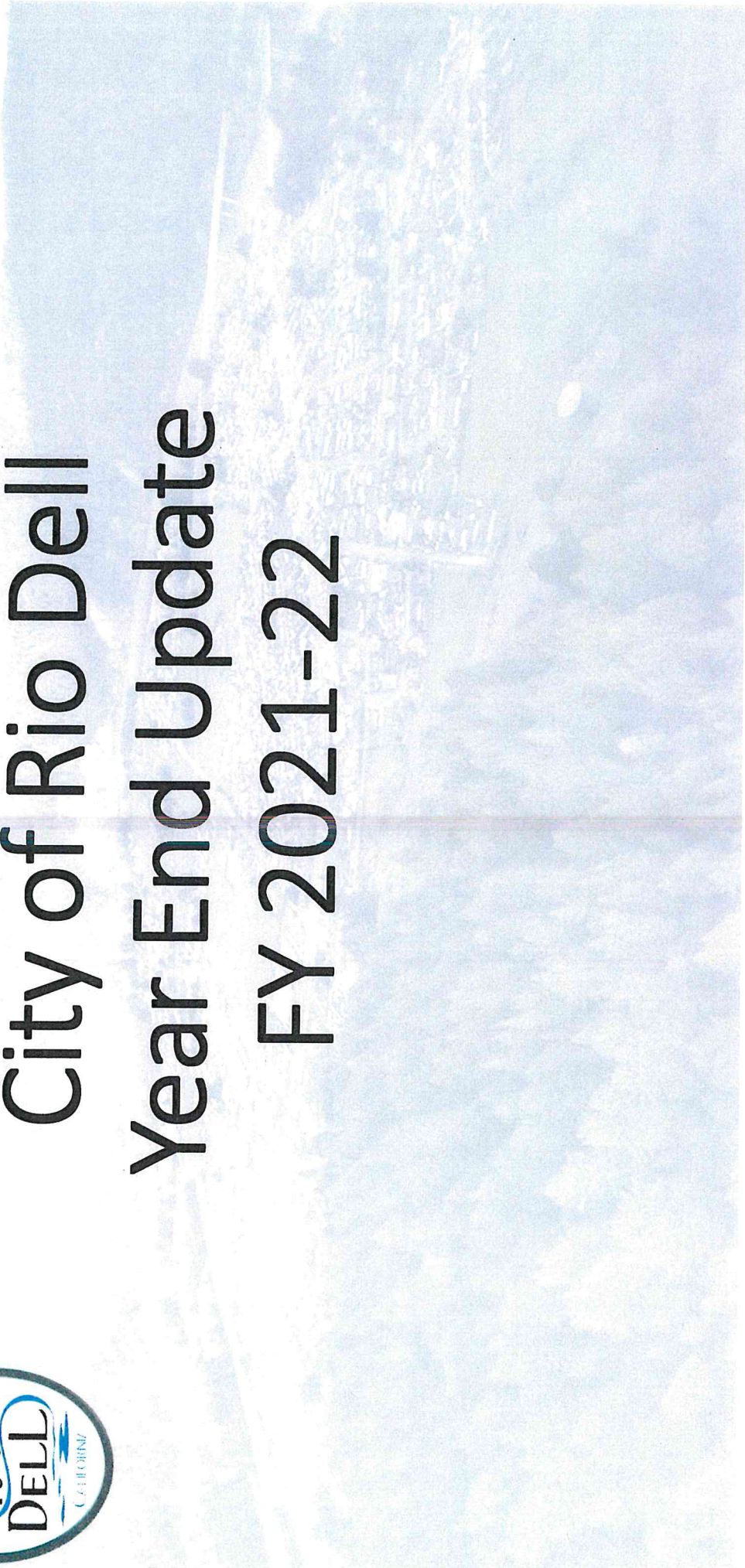
BUILDING FUND	BUDGET	ACTUAL	VARIANCE
REVENUES	44,110	44,441	331
EXPENDITURES	92,332	91,431	901
TOTAL	(48,222)	(46,990)	1,232

SLESF: The Supplemental Law Enforcement Services Fund (SLESF) can only be used to supplement law enforcement services and has mainly been used to cover salary and benefit costs for one police officer position. SLESF accounts for about 17% of the total Police budget. In FY 2021-22 the City received \$152,998 in revenues and expended \$161,667. Funding comes from the State and Rio Dell is entitled to receive the minimum grant of \$100,000 in recent years additional "growth" revenue from sales tax and VLF has been received.

CDBG: In FY 2021-22 CDBG actual revenues were \$171,273 and expenditures were \$733 resulting in an increase to the fund balance of \$166,591 and an ending fund balance of \$572,587. These funds are available for eligible CDBG projects.



City of Rio Dell Year End Update FY 2021-22





Revenue / Expenditure By Fund

REVENUE AND EXPENDITURES BY FUND - TYPE			
	REVENUE	EXPENSE	GAIN/(LOSS)
GENERAL FUND	1,647,108	2,421,397	(774,289)
ENTERPRISE FUNDS	2,722,658	2,407,941	314,717
SPECIAL REVENUE FUNDS	1,171,177	721,076	450,101
TOTAL	5,540,943	5,550,414	(9,471)



FY 2021-22 Revenues and Expenditures by Major Fund

REVENUES BY FUND			
	BUDGET	ACTUAL	OVER/(UNDER)
GENERAL FUND	1,779,642	1,647,108	(132,534)
STREETS	304,294	310,061	5,767
SLESF	152,998	150,000	(2,998)
BUILDING FUND	44,110	44,441	331
SEWER	1,305,000	1,383,139	78,139
WATER	1,211,800	1,339,519	127,719
TOTAL	4,797,844	4,874,268	76,424

EXPENDITURES BY FUND			
	BUDGET	ACTUAL	OVER/(UNDER)
GENERAL FUND	2,597,551	2,421,397	(176,154)
STREETS	308,879	285,060	(23,819)
SLESF	161,667	161,667	-
BUILDING FUND	92,332	91,431	(901)
SEWER	1,518,739	1,315,291	(203,448)
WATER	1,159,014	1,092,650	(66,364)
TOTAL	5,838,182	5,367,496	(470,686)



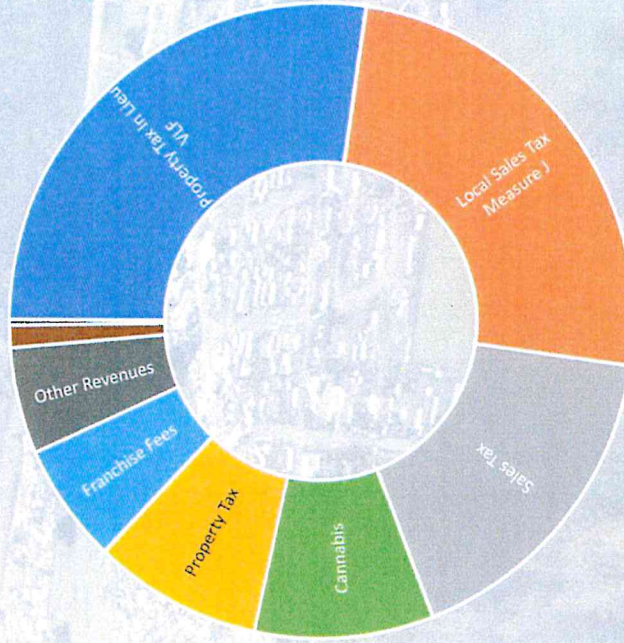
FY 2021-22 Fund Balance

Fund Description	Fund #	Beginning Fund Balance 7/1/21	Change	Actual Ending Fund Balance 6/30/22
General Fund	000	2,540,469	(743,879)	1,796,590
Special Revenue Funds				
Economic Development	003	300,000	(7,845)	292,155
Admin Fund	005	20,649	1,434	22,083
Building Fund	008	22,593	(50,509)	(27,916)
Parks Fund	015	18,169	44	18,213
Gas Tax Fund (HUTA)	020	188,332	10,392	198,724
SB1 (RMRA) Fund	021	113,146	28,386	141,532
TDA Fund	024	57,662	(7,384)	50,278
RSTP Fund	026	21,744	(16,471)	5,273
Solid Waste Fund	027	37,176	(24,169)	13,007
CDBG RRF Fund	030	406,996	166,591	573,587
SLEF Fund	040	125,230	(8,671)	116,559
Vehicle Abatement Fund	043	7,680	6	7,686
Realignment Grant Fund	046	3	-	3
Recycling Fund	074	30,055	5,078	35,133
Spay & Neuter Fund	093	3,215	8	3,223
Total Special Revenue Funds		1,349,650	96,890	1,446,540
Sewer Enterprise Fund				
Sewer Capital Fund	052	1,261,022	81,874	1,342,896
Sewer Debt Soc Fund	054	113,651	36,435	150,086
Sewer Restricted Reserve	054	302,822	-	302,822
Sewer Operations Fund	050	655,325	(53,461)	601,864
Total Sewer Enterprise Fund		2,332,820	67,846	2,400,666
Water Enterprise Fund				
Water Capital Fund	062	1,031,106	164,785	1,195,891
Water Metro Wells Fund	063	57,650	(3,931)	53,719
Water Disinure Zone	064	143,974	(98,581)	45,393
Water Restricted Reserve	061	136,000	-	136,000
Water Debt Soc Fund	061	209,322	27,678	237,000
Water Operations Fund	060	1,207,673	156,923	1,364,596
Total Water Enterprise Fund		2,785,025	246,874	3,031,900
Total All Funds		9,014,964	(332,269)	8,682,695



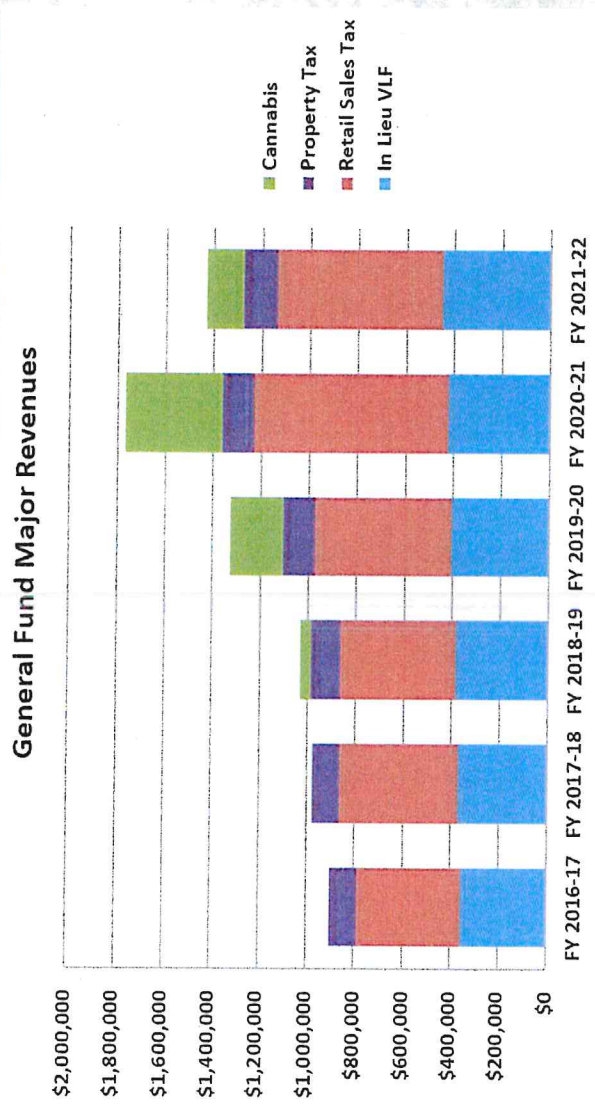
Total City Revenues General Fund

GENERAL FUND REVENUES	BUDGET	ACTUAL	VARIANCE
Property Tax In Lieu VLF	425,000	447,394	22,394
Local Sales Tax Measure J	350,000	411,187	61,187
Sales Tax	275,000	277,387	2,387
Property Tax	138,100	144,289	6,189
Franchise Fees	87,240	101,036	13,796
Cannabis	436,000	152,656	(283,344)
Interest	-	4,649	4,649
Transient Occupancy Tax	11,000	18,955	7,955
Other Revenues	57,302	89,555	32,253
TOTAL	1,779,642	1,647,108	(132,534)





General Fund Major Revenues





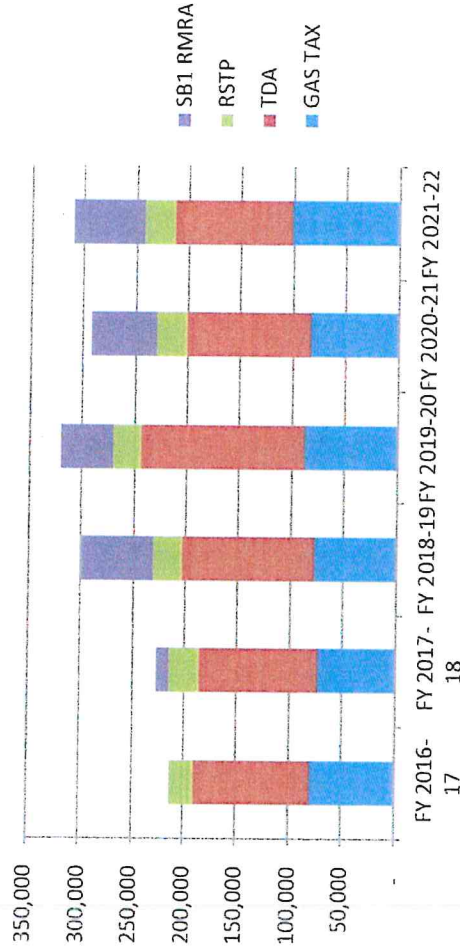
Streets Funds

STREETS REVENUES	BUDGET	ACTUAL	VARIANCE
020 GAS TAX	93,967	101,433	7,466
021 SB1 RMRA	64,700	68,150	3,450
024 TDA	120,000	111,621	(8,379)
026 RSTP	25,627	28,857	3,230
TOTAL	304,294	310,061	5,767

STREETS EXPENDITURES	BUDGET	ACTUAL	VARIANCE
020 GAS TAX	101,662	91,036	10,626
021 SB1 RMRA	65,868	39,764	26,104
024 TDA	119,005	125,419	(6,414)
026 RSTP	22,344	28,841	(6,497)
TOTAL	308,879	285,060	23,819

STREETS FUND BALANCES	ESTIMATE	ACTUAL	VARIANCE
020 GAS TAX	180,637	198,724	18,087
021 SB1 RMRA	111,978	141,532	29,554
024 TDA	52,242	50,278	(1,964)
026 RSTP	28,026	8,273	(19,753)
TOTAL	372,883	398,807	25,924

Streets Revenues





Enterprise Funds - Sewer

SEWER REVENUES	BUDGET	ACTUAL	VARIANCE
050 SEWER OPERATIONS	892,066	938,543	46,477
052 SEWER CAPITAL	110,000	107,648	(2,352)
054 SEWER DEBT SVC.	302,934	336,948	34,014
TOTAL	1,305,000	1,383,139	78,139

SEWER FUND EXPENSES	BUDGET	ACTUAL	VARIANCE
050 SEWER OPERATIONS	1,036,555	992,002	44,553
052 SEWER CAPITAL	179,250	22,774	156,476
054 SEWER DEBT SVC.	302,934	300,515	2,419
TOTAL	1,518,739	1,315,291	203,448

SEWER FUND BALANCES	ESTIMATE	ACTUAL	VARIANCE
050 SEWER OPERATIONS	510,832	601,864	91,032
052 SEWER CAPITAL	1,194,772	1,348,896	154,124
054 SEWER DEBT SVC.	113,651	150,084	36,433
TOTAL	1,819,255	2,100,844	281,589



Enterprise Funds- Water

WATER REVENUES	BUDGET	ACTUAL	VARIANCE
060 WATER OPERATIONS	797,500	915,690	118,190
061 WATER DEBT SVC.	136,000	163,678	27,678
062 WATER CAPITAL	239,400	217,007	(22,393)
063 METRO WELLS	17,100	18,417	1,317
064 DINSMORE ZONE	21,800	24,727	2,927
TOTAL	1,211,800	1,339,519	127,719

WATER EXPENDITURES	BUDGET	ACTUAL	VARIANCE
060 WATER OPERATIONS	738,614	758,770	(20,156)
061 WATER DEBT SVC.	136,000	136,000	-
062 WATER CAPITAL	107,250	52,222	55,028
063 METRO WELLS	22,050	22,349	(299)
064 DINSMORE ZONE	155,100	123,309	31,791
TOTAL	1,159,014	1,092,650	66,364

WATER FUND BALANCES	ESTIMATE	ACTUAL	VARIANCE
060 WATER OPERATIONS	1,266,559	1,364,596	98,037
061 WATER DEBT SVC.	258,930	237,000	(21,930)
062 WATER CAPITAL	1,166,556	1,199,191	32,635
063 METRO WELLS	52,699	53,719	1,020
064 DINSMORE ZONE	10,674	45,393	34,719
TOTAL	2,755,418	2,899,899	144,481



Other Funds

Building Fund

BUILDING FUND	BUDGET	ACTUAL	VARIANCE
REVENUES	44,110	44,441	331
EXPENDITURES	92,332	91,431	901
TOTAL	(48,222)	(46,990)	1,232

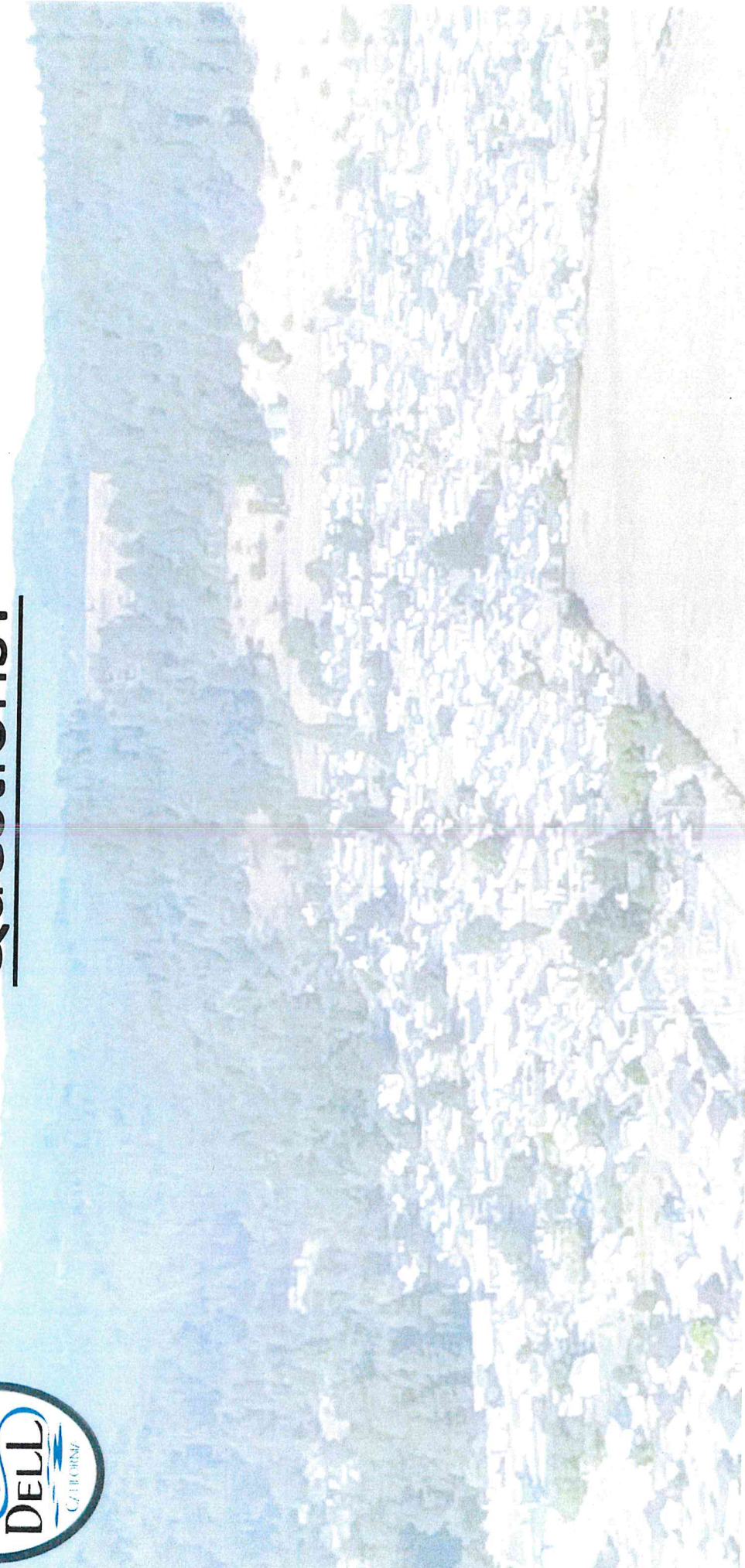
SLESF

SLESF	BUDGET	ACTUAL	VARIANCE
REVENUES	150,000	152,998	2,998
EXPENDITURES	161,667	161,667	-
TOTAL	(11,667)	(8,669)	2,998

CDBG

CDBG	BUDGET	ACTUAL	VARIANCE
REVENUES	5,000	171,273	166,273
EXPENDITURES	-	733	(733)
TOTAL	5,000	170,540	165,540


Questions?





For Meeting of: December 6, 2022

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: November 28, 2022

Subject: Adoption of Ordinance No. 396-2022 amending Chapter 15.05, "Construction Codes", Section 15.05.020 of the Rio Dell Municipal Code (RDMC).

Recommendation:

That the City Council:

1. Receive staff's report regarding adopting the 2022 Building Codes; and
2. Open the public hearing, receive public input and deliberate; and
3. Adopt Ordinance No. 396-2022 amending Chapter 15.05, "Construction Codes", Section 15.05.020 of the Rio Dell Municipal Code (RDMC).

Background

As reported at your meeting of November 15, 2022 every three years, the State adopts a compilation of building regulations referred to as the California Building Standards Code (California Code of Regulations, Title 24).

The 2022 Codes become effective on January 1, 2023; however, the specific code addition applicable to a building project is established by the building permit application date. Therefore, projects submitted for a permit on or after January 1, 2023, must be designed and constructed to the 2022 edition of the California Building Codes.

Included with the adoption of the California Building Standards Code is the 2021 International Property Maintenance Code (IPMC). This model code provides the City authority to abate structures that are imminent hazards to the public in a quick and efficient manner. The model

ORDINANCE NO. 396-2022



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AMENDING SECTION 15.05.020 "BUILDING CODES" OF THE RIO DELL MUNICIPAL
CODE (RDMC) TO REFERENCE THE 2022 CALIFORNIA BUILDING CODES AND THE
2021 INTERNATIONAL PROPERTY MAINTENANCE CODE.**

THE CITY COUNCIL OF THE CITY OF RIO DELL ORDAINS AS FOLLOWS:

WHEREAS every three years, the CBSC adopts a compilation of building regulations referred to as the California Building Standards Code (California Code of Regulations, Title 24); and

WHEREAS through the code adoption process, the CBSC selects and approves a set of model codes; and

WHEREAS inclusive in these regulations are the California Administrative Building, Residential, Electrical, Mechanical, Plumbing, Energy, Historical Building, Fire, Existing Building, Green Building Standards and California Referenced Standards Codes; and

WHEREAS the 2022 Codes become effective on January 1, 2023; however, the specific code addition applicable to a building project is established by the building permit application date; and

WHEREAS therefore, projects submitted for a permit on or after January 1, 2023, must be designed to the 2022 edition of the California Building Standards Code; and

WHEREAS included with the adoption of the 2022 California Building Standards Codes is the adoption of the 2021 International Property Maintenance Code (IPMC); and

WHEREAS the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is not a Project which has the potential for causing a significant effect on the environment under Title 14 of the California Code of Regulations, Section 15061(b)(3). No further environmental review is necessary.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Rio Dell does hereby ordain as follows:

Section 1.

Chapter 15.05 of the Rio Dell Municipal Code is hereby amended to read in as follows:

Chapter 15.05
Construction Codes

Sections

15.05.010	Administration
15.05.020	Building Codes.
15.05.030	Work Exempt from Permit.
15.05.040	Fees for permits and inspections.
15.05.050	Person may do own work.
15.05.060	Penalty.

(1) The City of Rio Dell hereby incorporates by reference and adopts as its building standards and regulations applicable to all occupancies in the City of Rio Dell each and all of the terms, conditions, regulations, penalties, and provisions of the following codes as from time to time adopted, amended, added, and deleted by regulation of the California State Building Standards Commission:

- (a) California Administrative Code. ~~2019~~ [2022](#) California Administrative Code (Part 1 of Title 24).
- (b) California Building Code. ~~2019~~ [2022](#) California Building Code (Part 2 of Title 24), including Appendices.
- (c) California Residential Code. ~~2019~~ [2022](#) California Residential Code (Part 2.5 of Title 24) including Appendices.
- (d) California Electrical Code. ~~2019~~ [2022](#) California Electrical Code (Part 3 of Title 24).
- (e) California Mechanical Code. ~~2019~~ [2022](#) California Mechanical Code (Part 4 of Title 24).
- (f) California Plumbing Code. ~~2019~~ [2022](#) California Plumbing Code (Part 5 of Title 24).
- (g) California Energy Code. ~~2019~~ [2022](#) California Energy Code (Part 6 of Title 24).
- (h) California Historical Building Code. ~~2019~~ [2022](#) California Historical Building Code (Part 8 of Title 24).
- (i) California Fire Code. ~~2019~~ [2022](#) California Fire Code (Part 9 of Title 24).
- (j) California Existing Building Code. ~~2019~~ [2022](#) California Existing Building Code (Part 10 of Title 24).

(k) California Green Building Standards Code — "CAL Green." ~~2019~~ 2022 California Green Building Standards Code (Part 11 of Title 24).

(l) California Referenced Standards Code. ~~2019~~ 2022 California Referenced Standards Code (Part 12 of Title 24).

(m) 1997 Uniform Housing Code. Published by the International Conference of Building Officials as referenced by the California Department of Housing and Community Development and pursuant to the provisions of Section 17958, 17958.5, 17958.9, and 17959 of the California Health and Safety Code.

(n) ~~2019~~ 2021 International Property Maintenance Code (IPMC).

(2) The above-mentioned codes, new additions, and amendments thereto shall become effective and operative within the City of Rio Dell 30 days after the date of first publication of the State Building Standards Code by the State Building Standards Commission in the California Code of Regulations, the California Regulatory Notice Register or the California Regulatory Code Supplement.

(3) The above-mentioned codes, new additions, and amendments thereto shall be and hereby are adopted as the Construction Code of the City of Rio Dell for regulating and providing minimum standards for the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, location, design, quality of materials, operation, installation, replacement, and maintenance of all buildings and/or structures; heating, ventilation, cooling, refrigeration systems; electrical systems; plumbing and drainage systems; signs; and solar systems in the City of Rio Dell and providing for the issuance of permits and the collection of fees therefore.

(4) Nothing contained herein shall be construed as prohibiting or limiting the authority of the City of Rio Dell from adopting or establishing more restrictive building standards than provided for in the above-mentioned codes and amendments thereto after making the findings required by Government Code Section 17958.7.

(5) The City shall maintain one current copy of all building standards codes on file. [Ord. 315 § 1 B), 2014; Ord. 286, 2012; Ord. 269 § 1, 2014]

15.05.030 Fees for permits and inspections.

(1) Any person required to obtain a permit hereunder shall at the time of filing an application therefor pay to the City Clerk a deposit for plan review in the amount as set forth in the California Administrative Code referred to in RDMC 15.05.020. Notwithstanding any other provision of these regulations to the contrary, the City shall collect upon the issuance of any permit the actual cost of the plan review services rendered or the plan review fee as set forth in

the California Administrative Code, whichever is greater.

(2) Where work is commenced prior to obtaining a permit, a double fee shall be charged.

(3) For the purpose of determining valuation of any work to be performed hereunder, the City may use the Valuation Data Table published by the International Code Council. The above-mentioned table, new editions, and amendments thereto shall become effective and operative within the City of Rio Dell 30 days after the date of first publication. The City may choose to modify the data published as determined by regional conditions, but will not exceed the costs as published. [Ord. 286, 2012; Ord. 262 § 15.01.030, 2009.]

15.05.040 Person may do own work.

Nothing in this chapter shall be construed as prohibiting any person from doing his own work or employing any person to work on a building or structure to which the provisions of this chapter apply unless otherwise prohibited by law. [Ord. 286, 2012; Ord. 262 § 15.01.040, 2009.]

15.05.050 Penalty.

Any person, firm, or corporation, whether as principal, agent, employee, or otherwise, violating or causing the violation of any part of this chapter shall be guilty of a misdemeanor and upon conviction thereof shall be punishable by a fine of not more than \$1,000.00. Such person, firm, or corporation shall be deemed guilty of a separate offense for each and every day during any portion of which any violation of this chapter, or any part hereof, is committed, continued, or permitted by such person, firm, or corporation, and shall be punishable as herein provided. [Ord. 286, 2012; Ord. 262 § 15.01.050, 2009.]

Section 2. Severability

If any provision of the ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

Section 3. Limitation of Actions

Any action to challenge the validity or legality of any provision of this ordinance on any grounds shall be brought by court action commenced within ninety (90) days of the date of adoption of this ordinance.

Section 4. Effective Date

This ordinance becomes effective January 1, 2023.

I HEREBY CERTIFY that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on November 5, 2019 and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the November 19, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Ordinance No. 396-2022 which was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the December 6, 2022.

Karen Dunham, City Clerk, City of Rio Dell



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

December 6, 2022

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager
SUBJECT: Discussion on the Police Department

IT IS RECOMMENDED THAT THE CITY COUNCIL:

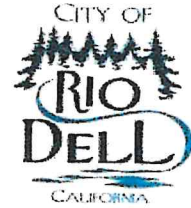
Receive a presentation from staff and provide direction to staff.

BACKGROUND AND DISCUSSION

On Tuesday, October 4, 2022 at the suggestion of Councilmember Johnson and by consensus of the Council, staff was directed to schedule a study session to look at Police Department staffing. This included hours of service, and the level of staffing in in the office versus out in the field to determine if more hours are needed in one or the other and what the financial impact would be.

Attached is a report from Chief Allen.

///



*Rio Dell Police Department
675 Wildwood Avenue
Rio Dell, CA 95562-1597
(707) 764-5642*

ALLOCATION OF ADDITIONAL POLICE OFFICER POSITION

Recently, there has been some discussion on the staffing levels of the Rio Dell Police Department. The debate has centered around the topic of 24- hour coverage and if we currently have enough staff to accomplish this critical safety issue for our City. The police department does provide 24-hour- police response to the City. However, based on the limited number of allocated personnel, officers are on-call between 3 am- 7 am, and the response time is extended. The following represents the current staffing:

- **1 Chief of Police** Greg Allen
- **1 Sergeant** John Beauchaine
- **4.25 Police Officers** C. Landry, L. Burns, R. Johnson (Vacant)
- **1 Community Service Officer** Mary Clark
- **1 Part-time Records Clerk** Sabrina Lumpkin
-

***Former Chief of Police Jeff Conner works part-time, assisting with coverage and assigned administrative details.

- Dispatch is contracted through the City of Fortuna.

It would be highly beneficial to the department and the community to allocate an additional police officer position. The following are the most important issues I believe we would alleviate if a position is approved:

1. Currently, officers are working ten hr. shifts. During most of those shifts, officers work alone and respond to calls for service, which should be a two-officer response by standard law enforcement protocols. During the last six months of this year, officers responded to 116 calls for service *alone* for active disturbances that involved 1-6 subjects. (see addendum for additional calls for service)

EXAMPLE- On November 6, 2022, Officer Johnson responded to a residence on Davis Street where an older adult claimed that a man unknown to her was pounding on her door demanding entry. The man further stated that he would shoot into the house if she called the police. Officer Johnson recognized the man as soon as he arrived and knew he had a warrant for his arrest. The man refused all commands and directives. A struggle ensued in which the man was taken to the ground. With the assistance of a passing motorist, the man was eventually handcuffed and placed into the rear seat of Officer Johnson's patrol vehicle. During his transport to the jail, he claimed he was trying to get into the woman's house as he could hear his family being murdered inside. His family lives in Fortuna. He was booked on charges of making criminal threats, resisting arrest, and the warrant.

2. Will have staffing *in* the City 24 hours a day and eliminate the on-call status between 0300-0700. The department currently is averaging 14 calls a month between those hours.

EXAMPLE-On November 9, 2022, Chief Allen responded to a residence that has had frequent visits by the Police Department in the past. As Chief Allen approached the house, he was met outside by the mother of three young women who also lived in the residence. The mother had blood on her nose and a black eye. She told Chief Allen that her middle daughter had punched her when she tried to prevent the daughter from fighting with her older sister. Chief Allen entered the residence with multiple subjects yelling and convinced the middle daughter to hand her baby to her grandmother. She was then taken into custody without further issue.

3. We will be able to implement a police bike program and foot patrol to promote community policing further.
4. Will have coverage for those officers subpoenaed to court without increasing overtime.
5. Will have coverage for officers on training, sick, or vacation without increasing overtime.
6. The City will be covered if a person is arrested and taken to the Humboldt County Correctional Facility, Humboldt County Juvenile Hall, and/or Redwood Memorial Hospital.

EXAMPLE- On October 15, 2022, Officer Johnson arrested a female for driving under the influence. She was transported to the Humboldt County Correctional Facility, where she was refused clearance by jail medical staff. Officer Johnson had to transport the female to St Joseph's Hospital for medical clearance. While awaiting this clearance, there were additional calls for service in the City of Rio Dell, to which the sheriff's office assisted in responding. One of those calls was an in-progress physical fight.

7. This will allow the department to be proactive in reducing crime instead of reactive.
8. Will provide quicker response times to calls for service.
9. Will assist with Code Enforcement, Animal Control, and other projects that benefit the well-being of the City of Rio Dell.
10. We will provide more interaction and safety to Rio Dell Elementary and Monument Middle School as we move closer to having our own School Resource Officer. Currently, Fortuna Police Department provides this service due to Measure Z funding.

While it is highly beneficial to allocate an additional police officer position, there is the question of whether it is financially feasible and sustainable to accomplish this. There is an associated cost that would be related to this addition, and that cost is as follows:

- The total salary and benefits of adding a police officer position at the entry-level position are **\$114,527**.

-Due to the additional workload the position would create, it would be appropriate to classify the **Records Technician** as a full-time position. This position is currently being funded by Measure Z at **\$34,321**. The total salary and benefits for a full-time Records technician are **\$81,983**.

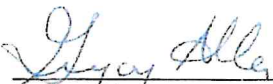
EQUIPMENT NEEDED

- Firearm- \$500
- Rifle \$1700
- Taser \$1000-
- BodyCam- \$5375
- Vest \$1119
- Cellphone/camera \$100
- Radio \$800

It is to be noted that body cameras are sold as a bundle over five years, including the docking station, body camera, warranty, docking station, and license fee.

POLICE ACADEMY (IF TRAINEE POSITION) \$4234 – excluding costs for Livescan, Medical Clearance, Driving Record, Uniforms, and PT Gear.

The department will continue to seek funding from different avenues to offset some of the listed costs. If there are any additional questions or items that need clarification, please don't hesitate to contact me at your convenience.



Greg Allen
Chief of Police

Calls for service where one officer was dispatched
from 06/01/2022-12/01/2022

Call Type	Number of Calls	Number of Subjects Involved
Stolen Vehicle J/O	1	
Kidnapping J/O	1	
Audible Burglary Alarms	21	
Panic Alarms	4	
Drunk in Public	6	
Suicidal Subjects	6	
Suspicious Circumstances	51	
Injury Traffic Collison	2	
Unknown Problem	8	
Active Disturbance	116	1-6 subjects
Active Assault	4	2-3 subjects
Active Domestic Violence	14	2 subjects
Active Family Disturbance	21	2-4 subjects
Physical Disturbance	3	3-5 subjects
Active Brandishing a Weapon	2	1-4 subjects
Burglary in Progress	1	2 subjects