

A G E N D A
RIO DELL CITY COUNCIL
REGULAR MEETING - 6:30 P.M.
TUESDAY, FEBRUARY 16, 2010
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

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

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

THE TYPE OF COUNCIL BUSINESS IS IDENTIFIED IMMEDIATELY AFTER EACH TITLE IN BOLD CAPITAL LETTERS

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. ORAL ANNOUNCEMENTS

E. CEREMONIAL

- 1) 2010/0216.01 - Proclamation In Recognition of Engineer's Week February 14 – 20th, 2010 1

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 Council members 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 in the next section, "SPECIAL CALL ITEMS."

- 1) 2010/0216.02 - Approve Minutes of the February 2, 2010 Regular Meeting (**Action**) 3
2) 2010/0216.03 - Approve Minutes of the February 9, 2010 Special Meeting (**Action**) 11
3) 2010/0216.04 - Approve Appointment of Stephanie Beauchaine as Brownfield's
Trainer/Coordinator (**Action**) 15
4) 2010/0216.05 - Approve Agreement with Winzler & Kelly for Services Related to
Scotia CSD/Annexation (**Action**) 16

- 5) 2010/0216.06 - Approve Re-appointment of Dave Gonzales and Denise Sweaney to the Rio Dell Planning Commission for three year terms ending December 31, 2012. **(Action)** 18
- 6) 2010/0216.07 - Approve Final Progress Payment Request to Wendt Construction Co. in the amount of \$38,270.45 for work related to the Safe Routes to School Improvement Project **(Action)** 23

G. SPECIAL PRESENTATIONS

H. ORDINANCES/SPECIAL RESOLUTIONS

- 1) 2010/0216.08 - Approve Resolution No. 1070-2010 authorizing the County of Humboldt to apply on behalf of the City for North Coast Integrated Regional Management Plan (NCIWMP) Energy Efficiency and Conservation Block Grant (EECBG) Funding **(Action)** 30

I. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2010/0216.09 - Receive Presentation from Planwest Partners and Winzler & Kelly and Direct City staff to initiate the annexation process and return to Council with a schedule and costs for the annexation effort. **(Action)** 34
- 3) 2010/0216.10 - Approve Scope of Work from Planwest Partners, Inc. for Public Safety Element Update **(Action)** 46
- 4) 2010/0216.11 - Approve comments on the Notice of Preparation on the Bear River Ridge Wind Power Project and authorize the City Manager to send a letter to the County of Humboldt, Community Development Services Department **(Action)** 49
- 5) 2010/0216.12 - Consider Endorsement of State Parks and Wildlife Conservation Initiative for November 2010 statewide ballot **(Action)** 57
- 6) 2010/0216.13 - Authorize City Manager to proceed with purchase of Meter Reading Equipment from national Meter & Automation, Inc. in the amount of \$13,580.00 **(Action)** 66

J. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action.

K. REPORTS/STAFF COMMUNICATIONS

- 1) Interim City Manager
- 2) Acting Public Works Director
- 3) Chief of Police
- 4) Finance Director

L. COUNCIL REPORTS/COMMUNICATIONS

M. ANNOUNCEMENT IN OPEN SESSION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:

N. PUBLIC COMMENT REGARDING CLOSED SESSION

O. RECESS INTO CLOSED SESSION

P. RECONVENE INTO OPEN SESSION

Q. ORAL ANNOUNCEMENTS

R. ADJOURNMENT

*The next Regular meeting will be on March 2, 2010
at 6:30 PM in the City Council Chambers*

ASCE *American Society of Civil Engineers*

North Coast Branch

January 11, 2010

San Francisco Section

City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

Subject: Engineer's Week Proclamation; February 16th 2010 City Council Meeting

On behalf of the North Coast Branch of the American Society of Civil Engineers (ASCE), we ask that you consider approving the attached proclamation. Engineer's Week is nationally recognized annual event to raise the public awareness of engineers and our impact on society.

The North Coast Branch of ASCE represents Humboldt and Del Norte Counties. We ask the City of Rio Dell to join Humboldt County and other local government bodies in proclaiming the week of February 14th – 20th as Engineer's Week.

If you have any questions, do not hesitate to call me at (707) 443-8326.

Sincerely,

Yoash Tilles
Student Practitioner Advisor, North Coast Branch of ASCE

Enclosure (1)

**PROCLAMATION OF ENGINEER'S WEEK
FEBRUARY 14th through 20th, 2010**

WHEREAS, America's Engineers transform ideas into reality, solving problems using science and technology to produce services and systems to better serve the needs of society; and,

WHEREAS, Civil Engineers serving the City of Rio Dell, the State and the Country, work to design and construct the following types of projects:

- | | |
|----------------|------------------------------|
| ▪ Airports | ▪ Bridges |
| ▪ Roads | ▪ Buildings |
| ▪ Railroads | ▪ Water Systems |
| ▪ Harbors | ▪ Flood Control Facilities |
| ▪ Parks | ▪ Wastewater Treatment |
| ▪ Subdivisions | ▪ Seismic Safety Projects |
| ▪ Surveys | ▪ Environmental Enhancements |

WHEREAS, Civil Engineers strive for quality, economy and the betterment of life of our community; and,

WHEREAS, throughout the Nation the week of February 14th through the 20th 2010 is being recognized as National Engineer's Week, coinciding with George Washington's birthday, our nation's first engineer; and,

WHEREAS, throughout the year, the San Francisco Section of the American Society of Civil Engineers (ASCE) is celebrating its 105th anniversary,

NOW, THEREFORE, BE IT RESOLVED that the City of Rio Dell in recognition of the contribution of Engineers to society and in an effort to promote the interest of the youth in the community in math, science and engineering, does hereby declare the week of February 14th, 2010 as Engineer's Week in the City of Rio Dell.

Julie Woodall, Mayor

**RIO DELL CITY COUNCIL
REGULAR MEETING
FEBRUARY 2, 2010
MINUTES**

The Regular Meeting of the Rio Dell City Council was called to order at 6:30 P.M. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Barsanti, Dunker, Marks and Thompson

Others Present: Interim City Manager Stretch, Chief of Police Hill, City Clerk Dunham, and Rebecca Crow, Winzler & Kelly

Absent: Finance Director Beauchaine, and Acting Public Works Director Jensen

PLEDGE OF ALLEGIANCE – Boy Scouts Troop No. 74 led the Council, staff and audience in the Pledge of Allegiance.

CEREMONIAL

Proclamation in support of Boy Scouts of America Day in Celebration of its 100th Anniversary
Mayor Woodall read the proclamation in support of Boy Scouts of America Day in celebration of its 100th anniversary and presented it to Boy Scouts Leader Martha Eggel.

CONSENT CALENDAR

Councilmember Marks requested the minutes of the January 12, 2010 Special Meeting and the Minutes of the January 19, 2010 Regular Meeting be pulled for separate discussion under Special Call Items.

Mayor Woodall requested the Amended Fitness Program Description for the Police Department also be pulled for separate discussion.

Motion was made by Thompson/Dunker to approve the consent calendar including the approval of Pay Request No. 2 to K.G. Walters Co., Inc. in the amount of \$66,915.00 for work related to the Solids and Disinfection Management Project; and the Annual Whistleblower Report. Motion carried 5-0.

SPECIAL CALL ITEMS

Approve Minutes of the January 12, 2010 Special Meeting

Councilmember Marks stated she would like the minutes of January 12, 2010 amended to show that Councilmember Barsanti was absent and that the absence was not unexcused and to reflect

FEBRUARY 2, 2010 MINUTES

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that she had asked the following questions during discussion of the Wastewater System Planning (page 5, Paragraph 6): 1) Under Option 2, could Scotia's wastewater still be added later? Rebecca Crow from Winzler & Kelly answered yes. 2) Would an 8 inch pipe be large enough to pump Rio Dell/Scotia wastewater to the Eel River property? The response was yes because it would be treated wastewater only in the dry summer months. 3) Would moving the treatment plant to Rio Dell stop development on the Eel River property? Finance Director Beauchaine said it wouldn't because of the economic development grants available.

Motion was made by Dunker/Thompson to approve the minutes of the January 12, 2010 Special Meeting as amended. Motion carried 4-1; Councilmember Barsanti abstained from vote.

Approve Minutes of the January 19, 2010 Regular Meeting

Councilmember Marks referred to Page 5 of the minutes under *Council Reports/Communications* and said she would like the minutes corrected to state "The consensus of the Council was to direct the City Manager to begin working on a draft open container ordinance."

Motion was made by Dunker/Thompson to approve the minutes of the January 19, 2010 regular meeting as amended. Motion carried 5-0.

Approve Amended Fitness Program Description for the Police Department dated February 2, 2010

Mayor Woodall stated she requested this item be pulled for separate discussion and commented that the Council voted 3-1 to support a fitness program for the police officers at its January 5, 2010 regular meeting. The matter came back to the Council at the January 19, 2010 regular meeting for a determination as to whether the use of public funds for a fitness program for general employees promoted a valid and substantial public purpose. During that discussion the Council concurred to have the City Manager amend the Program Guidelines for the Police Officers to say that another employee may not sign in for you, and should this occur it would count as a missed class for both individuals rather than just the person who had another person sign in for them. Mayor Woodall stated she felt that if this occurred, both employees should immediately be dismissed from participating in the program in addition to possible further disciplinary action.

Interim City Manager Stretch stated the language could be amended to say that if this occurred, it would count as a missed class for the absent individual and disqualify the employee signing in for another from participation in the program the following session; Mayor Woodall said she didn't feel that would be strong enough language.

Chief of Police Hill explained the intent of the original language was not to suggest that an employee would falsify records and if that were the case with anything, they would be dealt with in accordance with the Personnel Manual including possible termination; rather the intent was that in the event that both employees were present at fit camp and one asked the other to sign him for them that it simply should not happen.

Councilmember Marks stated it sounds like there is already language in place in the Personnel Manual to address the issue of falsifying records.

Motion was made by Dunker/Barsanti to approve the Fitness Program Description for the Police Department dated February 2, 2010 with the amended language to say: "Another employee may not sign in for an employee and should this occur, the individual would be disqualified from participation in the program the following session and be subject to disciplinary action. Motion carried 5-0."

Chief Hill left the meeting at this time; 6:50 P.M.

Approve Scope of Services Agreement between The City of Rio Dell and Winzler & Kelly for Rio Dell Wastewater Reuse Project Phase II Conceptual Project Layout

Rebecca Crow, Winzler & Kelly, stated this was follow-up of the discussion at the January 12, 2010 special meeting regarding the proposed Scope of Services for the Rio Dell Wastewater Reuse Project Phase II Conceptual Project Layout. She said the tasks provided in the scope of work are necessary to complete the preliminary design of the wastewater improvements to be located at the current treatment site and would include: topographic surveys, soil analysis at the wastewater treatment facility and irrigation disposal site, necessary Caltrans permitting for the effluent transmission line to the Mozzetti Irrigation site, assistance on land negotiations with property owners, overall project coordination including funding, meetings, and development of necessary data required to keep the project on schedule, and for work that was completed on the alternatives that were discussed during the January 12th meeting. She went on to describe in more detail each of the seven tasks as outlined in Conceptual Project Layout and presented an estimated budget for those tasks of \$126,095. She noted that a conceptual design layout of the project would be necessary in pursuing project funding through Rural Community Assistance Corporation (RCAC) although they had indicated that could provide funding assistance for environmental planning of the project.

Councilmember Barsanti asked if the costs for each of the tasks were solid numbers or estimates; Rebecca stated that actual cost estimates were obtained from LACO & Associates and from Gutierrez Engineering for Tasks 1 and 2 for survey work and geotechnical work but the other tasks were estimates based on estimated hours it would take to complete those tasks which could change.

Councilmember Barsanti said there were some problems with LACO with regard to the drilling at the Mozzetti site and asked if they were the only company around qualified to do the work; Rebecca said she would recommend using LACO for future drilling because they are familiar with the site and have an ultimate drill rig that is acceptable to the Regional Board. She explained the reason for the trouble was because they were using a hollow stem auger drill rig which they had problems with and caused them to be on site longer than they should have been. For future drilling at the Mozzetti site she said LACO would be using a direct push drill rig

which will install a well up to 50 feet, and at the current wastewater treatment site were looking at bringing in an outside driller to do a couple of borings.

Councilmember Barsanti then asked what was involved in the Geotechnical Evaluation; Rebecca explained under this task, geotechnical evaluations will be conducted at the current wastewater treatment facility and along the proposed new transmission main alignment. She said it would not include any geotechnical evaluations at the Eel River Industrial Park site since there was already sufficient data collected for that site.

Mayor Woodall asked for a review of next steps required for the project; Rebecca explained they would be coming back to the City Council within the next month for approval of an addendum to the EIR due to changing from Type I to Type II Irrigation.

Councilmember Marks stated when the City Council voted to change from Type I to Type II Irrigation, she thought studies were done to support that change; Rebecca explained the decision was made last March to switch from Type I to Type II Irrigation because of multiple benefits; one being a reduction in costs, and another was that we would not have to spray irrigation. Those changes were made in the Facilities Plan so the State Regional Water Board is looking at the project at this time with Type II Irrigation as the preferred method. She explained that some EIR addendum work was done in June but was done solely for the purpose of the Solids and Disinfection Management Project.

Rebecca explained in terms of environmental permitting the City may be able to get out of the Army Corp of Engineers and Regional Board permitting but in regard to civil permitting, there is some Cal- Trans permitting and possibly some permitting with the County of Humboldt in regard to right-of-way issues.

She further reported that following along with the Anti-Degradation Analysis will be the Report of Waste Discharge because to get a new treatment plant, the City will need to request a new permit from the Regional Board.

Councilmember Thompson asked when construction would begin; Rebecca said it was expected to begin during the summer of 2011.

In regard to land negotiations, Interim City Manager Stretch reported he expected to have the appraisal by the end of the week and a letter of intent from Abbott & Kinderman.

Motion was made by Dunker/Thompson to approve the Scope of Work between the City of Rio Dell and Winzler & Kelly for Rio Dell Wastewater Reuse Project Phase II Conceptual Project Layout in the amount of \$126,095 on a time and material basis. Motion carried 5-0.

Receive Update on City Manager Recruitment and Authorize Reimbursement for Travel Costs for City Manager Candidates

City Manager Stretch provided an update on the City Manager recruitment process and said it was a very successful recruitment to the extent that he and Councilmembers Dunker and Thompson were able to go through the resumes and reduce the number of applicants down to those who have direct City Manager experience and are highly qualified professionals. He said the next step in the process is candidate interviews and asked the Council members to 1) think about dates to set aside for interviews; and 2) to make a decision on an alternative for reimbursement of travel expenses for the candidates.

The City Manager's recommendation was that the City authorizes reimbursement for invited City Manager candidates for their travel, lodging and per diem expenses related to the interview with the City Council, using the City reimbursement policy as the guide with the reasoning that face to face interviews are preferable for both the agency and the candidate in terms of making that personal connection. He said the other alternative would be to do initial interviews by conference call, then fund the travel expenses for the top 3 or so candidates.

Councilmember Barsanti commented that during previous recruitments for City Manager, once candidates learned what the salary range was, several good applicants dropped out. City Manager Stretch said that he had made personal contact with each of the final candidates and informed them of the salary range (\$75,000 - \$95,000) and so far are all still interested in interviewing for the position.

Consensus of the Council was to schedule interviews for February 25, 26, and possibly the 27th if necessary.

Motion was made by Thompson/Marks to authorize reimbursement for invited City Manager candidates for their travel, lodging and per diem expenses related to the interview with the City Council, using the provisions of the City reimbursement policy as a guide. Motion carried 5-0.

Carolin Petrovich, 1231 Eeloa Ave. asked how many candidates would be interviewed stating the more we have the more it would cost for expenses; City Manager Stretch stated he would rather not say at this point.

PUBLIC PRESENTATIONS

Al Petrovich, 1231 Eeloa Ave. said he would like to re-visit the issue of the City sponsored fitness program for the police officers and said it was his understanding that the use of public funds must have a direct and primary public purpose. He said that although the Council made the determination that such expenditure was appropriate for Rio Dell Police Officer although not for general employees, he felt that use of public funds for this purpose was indirect and subject to

volunteer participation. He said he was not against police officers staying physically fit but disagreed with the City paying for the participation especially with the Country in a record deficit. He said that every dollar spent in the City that is not absolutely necessary is a waste. He commented that grants are being passed around as "free money" but said they are not a gift; someone has to pay. He said it is time to tighten our belts across the board and with the nation on its knees , we don't need to spend money recklessly.

John Lane, speaking as a reporter for the Humboldt Beacon, asked two questions: 1) in the advertisement for City Manager, was the salary range included; and 2) how many applications were received for the position. City Manager Stretch said that the salary range was not included and noted as open and negotiable; and approximately 34 – 35 applications were received.

REPORTS/STAFF COMMUNICATIONS

Interim City Manager Stretch reported on recent meeting and activities and announced there were currently four vacancies on the Rio Dell Planning Commission due to two resignations and two terms expiring; announced one vacancy on the Parks & Recreation Commission due to a resignation; reported the City Attorney was researching the matter of prescriptive rights in regard to the Micheli Subdivision on Blue Slide Road; said a number of General Plan Elements were in need of update stating the City Council had prioritized Public Safety first then the Circulation Element stating he had asked the City Planner to prepare a Scope of Work and would be coming back to the Council for a decision on whether the updates should be done this budget year or next; said Winzler & Kelly had agreed to bring forward an update of the City's Subdivision Ordinance some time ago but had not yet done so; would be bringing forward a pre-employment drug screening policy for council consideration; was waiting for the cost estimate from Winzler & Kelly for construction of the restrooms at the Fireman's Park and once we get that we can determine how much money is remaining from the grant for playground equipment; would be bringing to the Council a Business License appeal from applicants who are desiring to put in a motocross park in the Public Facility zoned parcel at the Eel River Industrial Park; stated the Business License Ordinance was lacking some necessary language and would need to be amended; received a Notice of Preparation on the Bear River Ridge Wind Power Project which would be on the next agenda for comment; at the request of the Planning commission, would be drafting a policy regarding absenteeism for Commissioners; would be bringing forward on the next agenda an initiative on the State Parks and Wildlife Conservation Trust Fund Act of 2010 for council consideration; reported he had met with Athena Egan and came up with an agreement regarding clean-up of her property under the current nuisance abatement complaint stating she has until February 12th to comply with the Notice or the City will proceed with clean-up at her expense; stated he met with Supervisor Clendenen and discussed issues related to Rio Dell and Scotia and said it was time well spent; and reminded council members of the February 9th Study Session regarding Goals and Objectives and the February 23rd Special Meeting regarding the Wildwood Ave. Striping Project.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Marks commented she had attended a meeting of the Redwood Region Economic Development Commission; and stated that when she was away, the Council voted to change the way in which payables are processed and asked if at least a listing of all payables could be put in the council packet as informational or sent by e-mail to Council; City Manager Stretch explained the protocol stating that a monthly summary by fund is presented from the finance department to the City Clerk and is available for review by the public or City Council during normal business hours. City Clerk Dunham explained there are several pages to the entire report by fund and questioned whether she wanted the full report or just the check register. City Manager Stretch suggested the report be reviewed to determine if all or a portion of the report is appropriate.

ANNOUNCEMENT IN OPEN SESSION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:

Mayor Woodall announced the Council would be adjourning to closed session to discuss the following items and asked for public comment. There being no public comment, the Council adjourned to closed session at 7:50 P.M.

City Manager Stretch stated for clarification that legal counsel was not present to participate in closed session but he had correspondence from legal counsel regarding the legal matters to be discussed.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 of the California Government Code: Small Claims Action Against The City of Rio Dell: 1 case; and

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Initiation of litigation pursuant to subdivision (c) of Section 54956.9 of the California Government Code: Small Claims Action Against Individual: 1 case.

The Council reconvened into open session at 8:20 P.M. City Manager Stretch announced the Council voted unanimously to authorize the City Manager to defend the City in the Small Claims action against the City; and authorized Small Claims action to be filed by the City Manager against a former City employee for unpaid fees.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:25 P.M. to the February 9, 2010 Study Session.

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
STUDY SESSION
FEBRUARY 9, 2010
MINUTES**

A Study Session of the Rio Dell City Council was called to order at 5:08 P.M. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Dunker, Marks, and Thompson

Absent: Councilmember Barsanti

Others Present: Interim City Manager Stretch, Chief of Police Hill, Finance Director Beauchaine, Acting Director of Public Works Jensen, and City Clerk Dunham

STUDY SESSION MATTERS

City Council Goals and Objectives

Mayor Woodall stated the purpose of the Study Session is to discuss and prioritize both the long and short term goals and objectives of the City.

Interim City Manager Stretch reviewed the process for establishing and prioritizing the Council's goals and objectives and asked each Councilmember to think about what their long range vision was for the community. He said the idea was to first develop a list of long term goals (5-10 years to accomplish) then a list for more short term goals and projects. Each Council member was provided with eight colored stickers in which they would use to prioritize the final list once identified.

Interim City Manager Stretch stated in his experience as City Manager what worked was to put together a work plan and set a policy as part of the annual budget process and use it as an evaluation tool at the end of the year to see what was achieved.

Each Council member presented their list of long term goals including ideas presented from staff.

The following represents the top five long term goals by priority:

- Feasibility of Creating a Redevelopment Agency
- Economic Development
- Tourism/Waterfront Outdoor Activities
- Development of Community/Senior Center
- Annexation of Scotia

Other long term goals were identified as:

- Downtown Revitalization
- Cultural Arts Museum/Center
- Street and Drainage Improvements
- Development of Industrial Commerce
- City Hall Expansion
- Capitol Equipment Purchases

Acting Public Works Director presented a written list of short term goals and identified seven categories as follows:

- Wastewater Treatment Plant Projects
- Drainage
- Pavement Repairs
- Pavement Assessment and Maintenance Conditions Survey
- Water Department
- Parks and Maintenance
- Complete and Adopt City Personnel Rules and Regulations

City Manager Stretch suggested each of the departments present a list of goals for their respective departments.

Councilmember Dunker suggested the lists be provided to council members so they can review and prioritize as done with the long term goals.

Short term goals were identified (not prioritized) as follows:

- Request for Qualifications for Legal Services
- Address CDBG Portfolio Concerns
- Update Employee Job Descriptions
- Finalize Employee MOU Negotiations
- Evaluate Fees for Services, Licenses, Permits
- Evaluate Industrial Water/Sewer Rates
- Update Standard Improvement Specifications
- Identify Code Enforcement Responsibilities
- Revise Method for Appointments to Boards and Commissions
- Employee Handbook Update
- Review CUP for River's Edge R.V. Park including Water/Sewer Rates
- Mandatory Garbage Collection
- PERS (Public Employee Retirement System)
- Establish Reserve Policy for Budget

- Establish Policy for Employee Use of City Equipment
- Appointment of City Council Member as Liaison to Planning Commission
- Junk Yard on Center St.
- Illegal Drug Activity
- Revise Animal Control Ordinance to Address Vicious Dogs
- 1-hour Parking on Center St.
- Progress on Ordinance Codification
- City Hall Roof Repair/Maintenance
- Update City Manager Ordinance No. 242
- Feasibility of Water Bottling Franchise
- Overall Ordinance Updates
- Training for New City Council Members
- Review and Update City Council Policies including process for Selection of Mayor
- Repair/Renovation of Restrooms at Tennis Courts
- Community Theme for Downtown
- Re-organization of City Hall Staff
- Revenue Diversification and Evaluation of New Funding Sources
- Update of City Council Chambers including Flooring and Public Address System
- Davis St. Public Access
- Gate on Edwards Dr.
- Vision for Dinsmore Plateau

Councilmember Marks also suggested the vesting period under the employee's current retirement plan be reviewed; City Manager Stretch stated it may be a mute point since the City was actively pursuing PERS in which the vesting period is 5 years.

City Clerk Dunham was directed to put together a list of short term goals as identified by Council and staff and present to Council members prior to the next study session.

The Study Session was continued to February 23, 2010 at 5:00 P.M. for the purpose of reviewing and prioritizing the short term goals, along with the Special Meeting regarding Wildwood Ave. Striping Project.

OTHER COUNCIL/STAFF REPORTS

Councilmember Dunker extended a special thank you from the Regional Water Quality Control Board to City staff for their assistance in arranging for the set up of the council chambers for their meeting here on Monday. Carla Ralston suggested the City Council extend their thanks to MRC for the use of their conference telephone for that meeting.

City Manager Stretch reminded Council of the Closed Session on February 25th and 26th for the purpose of conducting City Manager interviews and reviewed the schedule. He asked that Council meet on the 24th for a pre-meeting to go over the questions for the interviews. Council concurred to meet at 8:30 A.M. on the 24th.

ADJOURNMENT


There being no further business to discuss, the meeting adjourned at 7:30 P.M. to the February 16, 2010 Regular meeting.

Julie Woodall Mayor

ATTEST:

Karen Dunham, City Clerk



TO: Honorable Rio Dell City Council
FROM:  Jim Stretch, Interim City Manager
DATE: February 16, 2010
SUBJECT: Appointment of Stephanie Beauchaine as Brownfields
Trainer/Coordinator

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Appoint Finance Director Stephanie Beauchaine as the Brownfields Trainer/Coordinator for the City of Rio Dell, to receive training and conduct the community education program as approved, and subsequently amended, in the EPA Brownfield's ARRA Assessment Grant award.

BACKGROUND AND DISCUSSION

In November 2009 the City received a \$350,000 American Recovery and Reinvestment Act (ARRA) Brownfields Assessment Grant for the United States Environmental Protection Agency (EPA) for Phase I & II work at the former Eel River Saw Mill site. Work at the site is currently underway.

The application for the grant provided that the City would conduct a "Brownfield's Education Program" which would consist of the training and education of selected members of City staff, who would in turn acquire the necessary knowledge to educate the community about the program. That program would include a community outreach component and a "mini Brownfield's curriculum" at a local high school or college. Fieldtrip by students to the site could be part of the program.

The original application called for the City to appoint by competitive process 2 individuals as serve as trainers. However, due to the limited staff of the City and the recent turnover, EPA representative Dave Hodges has approved a modification to our plan to provide for only 1 City trainer.

Since Finance Director Stephanie Beauchaine has good working knowledge of the program and has been involved with the application process and program award since the beginning, and is willing to serve, it is recommended that she be appoint as the Brownfield's Trainer/Coordinator for the Brownfield's ARRA- Assessment Grant awarded on November 17, 2009.

Additional training by EPA for the City's trainer will require her to attend their sessions at various locations unknown at this time. The cost of all of related activities is provided in the City's grant.



TO: Honorable Rio Dell City Council
FROM: Jim Stretch, Interim City Manager
DATE: February 16, 2010
SUBJECT: Letter agreement with Winzler & Kelly for Services related to Scotia CSD/Annexation

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive and file this report

BACKGROUND AND DISCUSSION

The enclosed agreement with Winzler & Kelly in the amount of \$5,000 or less is for services for the City, related to the proposed formation of a Community Service District (CSD) for the unincorporated Town of Scotia, and/or for services for the annexation of the Town of Scotia to the City of Rio Dell. The contract amount is within the authority of the Interim City Manager to sign if there are budget funds available. The professional services line item in the budget will most likely require amendment mid-year when detailed account reviews occur.

The item is placed on the Council's administrative agenda for informational purposes and may be received and filed.

**Agreement Between
The City of Rio Dell
And
Winzler & Kelly
For
Review of Town of Scotia**

INTRODUCTION

This agreement is between the City of Rio Dell and Winzler & Kelly Consulting Engineers to provide review and processing of the subject project. This agreement is based on a prime agreement between the City of Rio Dell and Winzler & Kelly Consulting Engineers dated October 10, 2003. All provisions of the prime agreement apply to this agreement unless noted otherwise in this agreement.

SCOPE OF SERVICES

The scope of services included providing engineering review and other services related to the review of the formation of a Community Services District (CSD) of the Town of Scotia and the potential annexation to the City of Rio Dell. The nature and extent of the required analysis and review will depend on the characteristics of the project, the needs of City staff, the needs of the City planner. Specific tasks will be delegated by the Interim City Manager and will include but not be limited to review of existing documents, providing comments on the CSD formation or annexation proposals, providing updates to the Rio Dell City Council or providing technical information or cost estimates related to the Town of Scotia CSD formation or Annexation to the City of Rio Dell. The ultimate goal is to provide technical assistance to the City to help protect its interests either during the formation of the CSD by the Town of Scotia or by an annexation to the City of Rio Dell.

COMPENSATION

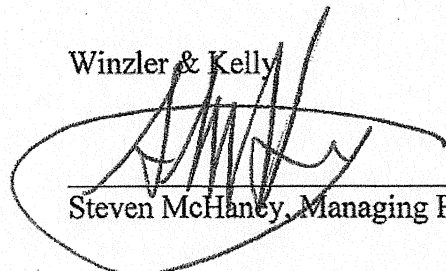
The project will be billed on a time and materials as needed basis using the fee schedule in effect at the time the work is performed. Invoices will be prepared monthly and are due and payable by the City within 30 days of the date of the invoice. Interest at the rate of 1-1/2% per month will be charged on all outstanding balances. The extent of the work and the total cost will depend on the factors discussed under the Scope of Services and will not exceed \$5,000 without prior written authorization.

AGREED

City of Rio Dell

 **2-9-10**
Jim Stretch, City Manager, Date

Winzler & Kelly

 **2/9/10**
Steven McHaney, Managing Principal, Date

Rio Dell Accounting Tracking Number

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

THROUGH: Jim Stretch, Interim City Manager

FROM: Karen Dunham, City Clerk

DATE: February 16, 2010

SUBJECT: Appointment for Vacancies on the Rio Dell Planning Commission

RECOMMENDATION

Approve re-appointment of Dave Gonzales and Denise Sweaney to the Rio Dell Planning Commission for three year terms ending December 31, 2012.

BUDGETARY IMPACT

None

BACKGROUND AND DISCUSSION

There are currently four (4) vacancies on the Rio Dell Planning Commission as the result of two recent resignations and two expired terms

As you are aware, the procedures for appointments by the City Council for vacant positions on Boards or Commission as set forth in Resolution No. 822.1-2002, allows applicants the opportunity to make a short presentation to the Council at a public meeting.

Provided there are no objections or questions from the Council, we are asking that the Council simply forego balloting and approve the re-appointment of the two members whose terms expired on December 31, 2009. There have been no other applicants wishing to be considered for appointment at this time. This will provide the Planning with three active members which is required to have a quorum. The application period for those wishing to be considered will be extended for the remaining two (2) vacancies until such time sufficient applications are received.

CITY OF RIO DELL
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532

APPLICATION FOR COMMISSION/BOARD

NAME DAVE CONZALIS DATE 3 FEBRUARY 2010
ADDRESS 161 SECOND AVE HOME PHONE 764-5845
RIO DELL BUSINESS PHONE 599-5169

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD/COMMISSION:

Planning Commission

OCCUPATION LABORATORY MANAGER

HOW LONG HAVE YOU LIVED IN RIO DELL? 5 yrs

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES

MUSIC DIRECTOR - CENTRAL POINTS COMMUNITY CHURCH

ADDITIONAL PERTINENT INFORMATION/REFERENCES

Alice Millington

Denise Swenney

EDUCATION HIGH SCHOOL DIPLOMA -

FORUNA UNION HIGH SCHOOL 1996

Please answer the following two questions:

1) Why are you interested in serving on this board/commission?

I'VE JUST COMPLETED A 3yr TERM AS A PLANNING
COMMISSIONER FOR THE CITY. WOULD LIKE TO
CONTINUE IN THE EFFORTS TO BUILD ON THE
RESOURCES WE HAVE TO CREATE A COMMUNITY
THAT IS ATTRACTIVE TO DEVELOPERS & A DESIRABLE
PLACE TO LIVE.

2) What special talents/experience/education do you possess that will be useful in this position?


SERVED 3 YEAR TERM AS PLANNING COMMISSIONER
FOR CITY OF RIO DELL.
GENERAL KNOWLEDGE OF CONSTRUCTION & DEVELOPMENT
IN ADDITION TO PLANNING & PERMITTING PROCESS
THROUGHOUT RESOURCES @ WORK.

Note: A Resume may be attached

Return form to the City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562

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



TO: Honorable Rio Dell City Council
FROM:  Randy Jensen, Acting P.W. Director and Carla Ralston, P.W. Admin.
Date: February 16, 2010
SUBJECT: Safe Routes to School – Final Progress Payment Request

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Final Progress Payment Request to Wendt Construction in the amount of \$38,270.45 for work performed on the Safe Routes to School Improvement Project as recommended by the City Engineer and approved by the Public Works Director.

BACKGROUND AND DISCUSSION

Construction of the project is complete and a Notice of Completion has been signed by the City Manager and was recorded on January 7, 2010. No claims have been filed within 35 day so the City can release the \$38,270.45 which is the entire 10% retention amount withheld from Wendt Construction on the project.

BUDGETARY IMPACT

Funds for the final pay request in the amount of \$38,270.45 are authorized and funded by the City's Safe Routes to School Grant.

ATTACHMENTS

- (1) Memorandum from Winzler and Kelly Consulting Engineers
- (2) Final Progress Pay Request from Wendt Construction Co., Inc.

City of Rio Dell
 Safe Routes to School Improvement Project
 Contractor: Wendt Construction
 Final Progress Pay Request

CONTRACT ITEMS

Item No.	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Quantity Complete To Date	Amount Complete To Date	Amount Previously Certified for Payment	Amount Currently Due
1	MOBILIZATION/DEMOBILIZATION	1	LS	\$10,000.00	\$10,000.00	100%	\$10,000.00	\$10,000.00	\$0.00
2	CONSTRUCTION AREA SIGNS	0	EA	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00
3	TRAFFIC CONTROL	1	LS	\$1,500.00	\$1,500.00	100%	\$1,500.00	\$1,500.00	\$0.00
4	REMOVE PAVEMENT MARKINGS AND STRIPING	1	LS	\$6,000.00	\$6,000.00	100%	\$6,000.00	\$6,000.00	\$0.00
5	TYPE GO DRAINAGE INLET	1	EA	\$4,100.00	\$4,100.00	1	\$4,100.00	\$4,100.00	\$0.00
6	MISC. CLEARING AND GRUBBING AND EARTHWORK	1	LS	\$7,800.00	\$7,800.00	100%	\$7,800.00	\$7,800.00	\$0.00
7	REMOVE ASPHALT CONCRETE SURFACING	698	SY	\$19.00	\$13,262.00	853.6	\$16,218.40	\$16,218.40	\$0.00
8	REMOVE CONCRETE (CURB, GUTTER, SIDEWALK, AND CURB RAMP)	450	SY	\$18.00	\$8,100.00	488.5	\$8,793.00	\$8,793.00	\$0.00
9	1-1/4" AWWA SCHEDULE 40 PVC IRRIGATION LINE	110	LF	\$3.00	\$330.00	110	\$330.00	\$330.00	\$0.00
10	PATH GRADING	1	LS	\$6,280.00	\$6,280.00	100%	\$6,280.00	\$6,280.00	\$0.00
11	CLASS II AGGREGATE BASE	364	CY	\$48.00	\$17,472.00	316.6	\$15,196.80	\$15,196.80	\$0.00
12	SIDEWALK UNDERDRAIN (CIRCULAR PIPE)	57	LF	\$12.00	\$684.00	57	\$684.00	\$684.00	\$0.00
13	SIDEWALK UNDERDRAIN (STEEL CHANNEL)	24	LF	\$50.00	\$1,200.00	24	\$1,200.00	\$1,200.00	\$0.00
14	CONCRETE CURB (TYPE A1-6 AND SLOPED)	1590	LF	\$23.00	\$36,570.00	1,590	\$36,570.00	\$36,570.00	\$0.00
15	CONCRETE CURB AND GUTTER (TYPE A2-6)	110	LF	\$27.00	\$2,970.00	137	\$3,699.00	\$3,699.00	\$0.00
16	ADJUST UTILITY COVER TO GRADE (CLEANOUT)	1	EA	\$150.00	\$150.00	1	\$150.00	\$150.00	\$0.00
17	MINOR CONCRETE (SIDEWALK)	56	CY	\$500.00	\$28,000.00	59.8	\$29,900.00	\$29,900.00	\$0.00
18	MINOR CONCRETE (CURB RAMP, SLABS, DRIVEWAY, GUTTERS)	22	CY	\$550.00	\$12,100.00	20.9	\$11,495.00	\$11,495.00	\$0.00
19	DETECTABLE WARNING SURFACE (TRUNCATED DOMES)	260	SF	\$30.00	\$7,800.00	284	\$8,520.00	\$8,520.00	\$0.00
20	ASPHALT CONCRETE, TYPE A	223	TON	\$130.00	\$28,990.00	260.4	\$33,852.00	\$33,852.00	\$0.00
21	CONCRETE WHEEL STOP	43	EA	\$50.00	\$2,150.00	43	\$2,150.00	\$2,150.00	\$0.00
22	THERMOPLASTIC PAVEMENT MARKINGS	524	SF	\$4.50	\$2,358.00	334	\$1,503.00	\$1,503.00	\$0.00
23	4-INCH THERMOPLASTIC TRAFFIC STRIPE	1339	LF	\$2.00	\$2,678.00	1410	\$2,820.00	\$2,820.00	\$0.00
24	12-INCH THERMOPLASTIC TRAFFIC STRIPE	1176	LF	\$5.00	\$5,880.00	960	\$4,800.00	\$4,800.00	\$0.00
25	PAINTED PARKING LOT STRIPING AND MARKING	1	LS	\$5,500.00	\$5,500.00	100%	\$5,500.00	\$5,500.00	\$0.00
26	RED CURB PAINT (2-COAT)	717	LF	\$2.00	\$1,434.00	917	\$1,834.00	\$1,834.00	\$0.00
27	REMOVABLE BOLLARD	2	EA	\$750.00	\$1,500.00	2	\$1,500.00	\$1,500.00	\$0.00
28	RESET ROADSIDE SIGN, 1-POST	2	EA	\$350.00	\$700.00	2	\$700.00	\$700.00	\$0.00
29	SIGN PANEL	9	EA	\$450.00	\$4,050.00	11	\$4,950.00	\$4,950.00	\$0.00

Item No.	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Quantity Complete To Date	Amount Complete To Date	Amount Previously Certified for Payment	Amount Currently Due
30	RELOCATE SCHOOL MESSAGE BOARD	1	LS	\$4,000.00	\$4,000.00	100%	\$4,000.00	\$4,000.00	\$0.00
31	BIKE SHELTER	2	EA	\$22,000.00	\$44,000.00	100%	\$44,000.00	\$44,000.00	\$0.00
32	REMOVE ASPHALT CONCRETE SURFACING	16	SY	\$19.00	\$304.00	16	\$304.00	\$304.00	\$0.00
33	REMOVE CONCRETE CURB, GUTTER, SIDEWALK, AND CURB RAMP	29	SY	\$18.00	\$522.00	29	\$522.00	\$522.00	\$0.00
34	CLASS II AGGREGATE BASE	29	CY	\$48.00	\$1,392.00	29.8	\$1,430.40	\$1,430.40	\$0.00
35	CONCRETE CURB (TYPE A1-6 AND SLOPED)	55	LF	\$23.00	\$1,265.00	55	\$1,265.00	\$1,265.00	\$0.00
36	CONCRETE CURB AND GUTTER (TYPE A2-6)	37	LF	\$27.00	\$999.00	37	\$999.00	\$999.00	\$0.00
37	ADJUST UTILITY COVER TO GRADE (IRRIGATION METER)	1	EA	\$150.00	\$150.00	1	\$150.00	\$150.00	\$0.00
38	MINOR CONCRETE (SIDEWALK)	17	CY	\$500.00	\$8,500.00	15.3	\$7,650.00	\$7,650.00	\$0.00
39	MINOR CONCRETE (CURB RAMP, DRIVEWAY, GUTTERS)	2	CY	\$550.00	\$1,100.00	3.2	\$1,760.00	\$1,760.00	\$0.00
40	DETECTABLE WARNING SURFACE (TRUNCATED DOMES)	15	SF	\$30.00	\$450.00	15	\$450.00	\$450.00	\$0.00
41	THERMOPLASTIC PAVEMENT MARKINGS	158	SF	\$4.50	\$711.00	158	\$711.00	\$711.00	\$0.00
42	4-INCH THERMOPLASTIC TRAFFIC STRIPE	1290	LF	\$2.00	\$2,580.00	1333	\$2,666.00	\$2,666.00	\$0.00
43	12-INCH THERMOPLASTIC TRAFFIC STRIPE	49	LF	\$5.00	\$245.00	49	\$245.00	\$245.00	\$0.00
44	RESET ROADSIDE SIGN, 1-POST	3	EA	\$350.00	\$1,050.00	3	\$1,050.00	\$1,050.00	\$0.00
45	SIGN PANEL	4	EA	\$450.00	\$1,800.00	4	\$1,800.00	\$1,800.00	\$0.00
46	REMOVE ASPHALT CONCRETE SURFACING	26	SY	\$19.00	\$494.00	28.3	\$537.70	\$537.70	\$0.00
47	REMOVE CONCRETE CURB, GUTTER, SIDEWALK, AND CURB RAMP	23	SY	\$18.00	\$414.00	29.3	\$527.40	\$527.40	\$0.00
48	CLASS II AGGREGATE BASE	23	CY	\$48.00	\$1,104.00	20.8	\$998.40	\$998.40	\$0.00
49	CONCRETE CURB (TYPE A1-6 AND SLOPED)	55	LF	\$23.00	\$1,265.00	55	\$1,265.00	\$1,265.00	\$0.00
50	CONCRETE CURB AND GUTTER (TYPE A2-6)	92	LF	\$27.00	\$2,484.00	95	\$2,565.00	\$2,565.00	\$0.00
51	ADJUST UTILITY COVER TO GRADE (WATER METER)	1	EA	\$150.00	\$150.00	1	\$150.00	\$150.00	\$0.00
52	MINOR CONCRETE (SIDEWALK)	8	CY	\$500.00	\$4,000.00	8	\$4,000.00	\$4,000.00	\$0.00
53	MINOR CONCRETE (CURB RAMP, DRIVEWAY, GUTTERS)	5	CY	\$550.00	\$2,750.00	5	\$2,750.00	\$2,750.00	\$0.00
54	DETECTABLE WARNING SURFACE (TRUNCATED DOMES)	45	SF	\$30.00	\$1,350.00	45	\$1,350.00	\$1,350.00	\$0.00
55	RESET MAILBOX	1	EA	\$150.00	\$150.00	1	\$150.00	\$150.00	\$0.00
56	RELOCATE EXISTING FIRE HYDRANT	1	EA	\$1,500.00	\$1,500.00	1	\$1,500.00	\$1,500.00	\$0.00
CONTRACT ITEMS SUBTOTAL					\$304,287.00	-----	\$312,841.10	\$312,841.10	\$0.00

Item No.	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Quantity Complete To Date	Amount Complete To Date	Amount Previously Certified for Payment	Amount Currently Due
Work Directive No. 1	REMOVE ASPHALT CONCRETE SURFACING	487	SY	\$19.00	\$9,253.00	487	\$9,253.00	\$9,253.00	\$0.00
	REMOVE CONCRETE CURB, GUTTER, SIDEWALK, AND CURB RAMP	38	SY	\$18.00	\$700.00	38	\$684.00	\$684.00	\$0.00
	CLASS II AGGREGATE BASE	87.25	CY	\$48.00	\$4,188.00	87.25	\$4,188.00	\$4,188.00	\$0.00
	MINOR CONCRETE (SIDEWALK)	4.2	CY	\$500.00	\$2,100.00	4.2	\$2,100.00	\$2,100.00	\$0.00
	ASPHALT CONCRETE, TYPE A	81	TON	\$130.00	\$10,530.00	81.00	\$10,530.00	\$10,530.00	\$0.00
Work Directive No. 2	CONSTRUCT NEW ROOF DRAIN LATERAL CONNECTIONS TO EXISTING 24" STORM DRAIN LINE IN CENTER STREET	1	LS	\$7,225.00	\$7,225.00	100%	\$7,225.00	\$7,225.00	\$0.00
Work Directive No. 3	1-1/4" AWWA SCHEDULE 40 PVC IRRIGATION LINE	700	LF	\$3.00	\$2,100.00	1	\$2,100.00	\$2,100.00	\$0.00
Work Directive No. 4	SUBGRADE REPAIRS	FA	1	\$14,068.45	\$14,068.45	100%	\$14,068.45	\$14,068.45	\$0.00
Work Directive No. 5	CONSTRUCT NEW FENCING	LS	1	\$3,910.00	\$3,910.00	100%	\$3,910.00	\$3,910.00	\$0.00
	REMOVE CONCRETE CURB, GUTTER, SIDEWALK, AND CURB RAMP	43.3	SY	\$18.00	\$779.40	43.3	\$779.40	\$779.40	\$0.00
	CLASS II AGGREGATE BASE	7.2	CY	\$48.00	\$345.60	7.2	\$345.60	\$345.60	\$0.00
	MINOR CONCRETE (SIDEWALK)	4.7	CY	\$500.00	\$2,350.00	4.7	\$2,350.00	\$2,350.00	\$0.00
Work Directive No. 6	DETECTABLE WARNING SURFACE (TRUNCATED DOMES) - ACCESSIBLE LOADING AISLE LOCATION	96	SF	\$30.00	\$2,880.00	96	\$2,880.00	\$2,880.00	\$0.00
	SIGN PANEL	5	EA	\$450.00	\$2,250.00	5	\$2,250.00	\$2,250.00	\$0.00
	ADA "MINIMUM FINE \$250" SIGNS, INSTALLED ON EXISTING POSTS	3	EA	\$50.00	\$150.00	3	\$150.00	\$150.00	\$0.00
	SIDEWALK UNDERDRAIN W/ STL COVER (TWO LOCATIONS)	2	EA	\$1,335.00	\$2,670.00	2	\$2,670.00	\$2,670.00	\$0.00
	YELLOW CURB PAINT	350	LF	\$2.00	\$700.00	300	\$600.00	\$600.00	\$0.00
	PAINING BIKE RACK STRUCTURE	1	LS	\$1,440.00	\$1,440.00	1	\$1,440.00	\$1,440.00	\$0.00
	THERMOPLASTIC STRIPING IN PARKING LOT (CHANGED FROM PAINT)	1	LS	\$2,340.00	\$2,340.00	1	\$2,340.00	\$2,340.00	\$0.00

EXTRA WORK SUBTOTAL \$69,979.45 ----- \$69,863.45 \$69,863.45 \$0.00

CONTRACT TOTALS \$374,266.45 ----- \$382,704.55 \$382,704.55 \$0.00

Total Earned To Date \$382,704.55

Total Retention To Date \$0.00

Previous Payment \$344,434.10

AMOUNT DUE \$38,270.45

Recommended by:

Merritt Perry
 Merritt Perry, Project Manager

2/9/2009
 Date

WENDT CONSTRUCTION CO., INC.

1660 NEWBURG ROAD
 FORTUNA, CA 95540
 (707) 725-5641 LIC. #622738

Invoice

DATE	INVOICE #
12/29/2009	13312

BILL TO
City of Rio Dell 675 Wildwood Ave Rio Dell CA 95562

P.O. NO.	TERMS	DUE DATE	PROJECT
SAFE ROUTES	Net, 10 days	1/8/2010	

DATE	ITEM	HRS/UNIT	EMPLOYEE	DESCRIPTION	RATE	AMOUNT
	RETE...			CITY OF RIO DELL SAFE ROUTES TO SCHOOL IMPROVEMENT PROJECT RETENTION	38,270.46	38,270.46

Total	\$38,270.46
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.45

2010-405-1

Recorded — Official Records
Humboldt County, California
Carolyn Crnich, Recorder

Recorded by WINZLER & KELLY
Exempt from payment of fees
Clerk: LH Total: 0.00
Jan 7, 2010 at 14:24
CONFORMED COPY

For the benefit of City of Rio Dell
Exempt from Recording Fees
GC 27383

Return to:
Winzler & Kelly
633 Third Street
Eureka, CA 95501

NOTICE OF COMPLETION

NOTICE is hereby given that the undersigned, Merritt Perry, Civil Engineer with Winzler & Kelly, 633 Third Street, Eureka, CA 95501-0417, the agent of the owner of the improvements situated in the County of Humboldt, State of California, and described as follows, to wit:

Completed the demolition of asphalt pavement and concrete sidewalk, pathway grading, construction of asphalt pedestrian pathway and speed humps, asphalt paving in parking lot, construction of curb, gutter, sidewalk, and ADA curb ramps (concrete flatwork), construction of timber frame bike shelters with preformed steel roofing, placement of drainage inlet and interconnecting piping, installation of signage, thermoplastic striping, and pavement marking.

That the City of Rio Dell as the owner did enter into a contract with Wendt Construction Company, Inc. for the construction of:

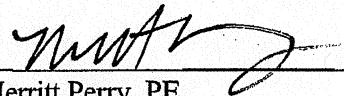
Rio Dell Safe Routes To School Improvement Project

That on December 20, 2009 the said contract, as a whole, was actually completed by Wendt Construction Company, Inc.

The name and address of the owner of said improvements is as follows:

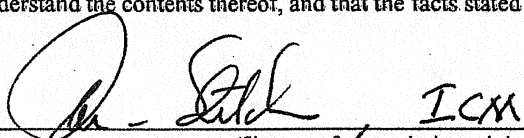
City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562-1597

Winzler & Kelly, Consulting Engineers


BY 
Merritt Perry, PE
Project Manager

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the City Manager of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

1-6-2010 Rio Dell
Date and Place
noc.doc


(Signature of person signing on behalf of owner)



TO: Honorable Rio Dell City Council
FROM:  Jim Stretch, Interim City Manager
DATE: February 16, 2010
SUBJECT: Adopt amended Resolution authorizing County to apply on behalf of City for Energy Efficiency and Conservation Block Grant Funds (\$25,000)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Adopt the enclosed Resolution, authorizing the County of Humboldt to apply on behalf of the City of Rio Dell for North Coast Integrated Regional Board Management Plan Energy Efficiency and Conservation Block Grant funds up to \$25,000 to replace antiquated heating/cooling systems at City Hall.

BACKGROUND AND DISCUSSION

Energy Efficiency and Conservation Block Grant Funds (EECBG) are available through the California Energy Commission's for grants to local government for cost effective energy efficiency projects. Collaboration with the County and other Cities in the county was formed some months ago to apply for these monies. On November 3, 2009 the Council passed Resolution 1063-2009 as required. However, it has been determined that there were minor defects in the form resolution that need to be corrected before the application can proceed. Hence, the enclosed resolution is offered for your consideration and approval.

The City's project in the larger application is for up to \$25,000 to replace 3 existing heaters and 4 air conditioning units in the City Hall system. They are all over 30 years old and are by today's standards inefficient. The sealing of existing duct work is part of the project.

It is recommended that the Council adopt the enclosed Resolution, with "Exhibit A" describing the project, and forward them to the Community Development Department of the County of Humboldt, attention John Miller.

Attachments: Resolution No. 1070-2010 and "Exhibit A"

EXHIBIT "A"

TO CITY OF RIO DELL RESOLUTION 1070-2010
EECBG FUNDING FOR ENERGY EFFICIENCY GRANT

DESCRIPTION OF PROJECT

The proposed project will replace three (3) existing furnaces and four (4) existing air conditioning units in the City of Rio Dell's HVAC system. The units to be replaced are more than 30 years old and are inefficient by today's standard. The furnace units will be replaced by 95.5% AFUE furnaces.

Duct losses in the system are significant, probably dropping the effective AFUE to 60%. The existing duct work will be inspected and sealed.

RESOLUTION NO. 1070-2010

A RESOLUTION OF THE CITY OF RIO DELL
AUTHORIZING COUNTY OF HUMBOLDT TO APPLY ON BEHALF
OF THE CITY OF RIO DELL FOR NORTH COAST INTEGRATED
REGIONAL WATER MANAGEMENT PLAN (NCIRWMP) ENERGY EFFICIENCY
AND CONSERVATION BLOCK GRANT (EECBG) FUNDING

WHEREAS, the City of Rio Dell recognizes that it is in the interest of the regional, state, and national economy to stimulate the economy; create and retain jobs; reduce fossil fuel emissions; and reduce total energy usage and improve energy efficiency within our jurisdiction; and

WHEREAS, Energy Efficiency and Conservation Block Grant (EECBG) funds are available through the California Energy Commission's EECBG Program for grants eligible local governments for cost-effective energy efficiency projects; and

WHEREAS, the EECBG program allows for public agencies and non-profit entities to apply for EECBG funds on behalf of eligible local governments; and

WHEREAS, the City of Rio Dell is eligible for EECBG funding under the California Energy Commission's EECBG Program, and

WHEREAS, the City of Rio Dell is proposing to collaborate with the County of Humboldt, on behalf of the North Coast Integrated Regional Water Management Plan, to implement the energy efficiency project/s described in exhibit A for the purpose of qualifying for EECBG funds from the California Energy Commission; and

WHEREAS, the City of Rio Dell has considered the application of the California Environmental Quality Act (CEQA) to the approval of the energy efficiency project described in Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED, that in compliance with the CEQA, the County of Humboldt Board of Supervisors finds that the approval of the energy efficiency project/s described in Exhibit A is a "project" under CEQA that is categorically exempt pursuant to CEQA Guidelines Section 15301, Existing Facilities, the proposed local activities to be funded through the Energy Efficiency And Conservation Block Grant Program are intended to fund energy retrofits to existing structures.

The existing HVAC system is more than 30 years old, is not energy efficient and failing. Our proposed project would replace the antiquated system with a newer energy efficient system, including ducting, which will conserve energy and reduce expenses. The proposed replacement of the City Hall HV AC would qualify for a Class 1, Existing Facilities, Categorical Exemption pursuant to Section 15301 of the CEQA Guidelines.

Pursuant to Section 15301, "Class 1 consists of the operation, repair, maintenance,

permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.”

BE IT FURTHER RESOLVED, that the City of Rio Dell authorizes the County of Humboldt to submit a collaborative application on its behalf to the California Energy Commission for up to \$25,000 in EECBG funds for the energy efficiency project described in Exhibit A.

BE IT FURTHER RESOLVED, if recommended for funding by the California Energy Commission, the City of Rio Dell authorizes the County of Humboldt to accept a grant award on its behalf and to enter into all necessary contracts and agreements, and amendments thereto, on its behalf to implement and carry out the project described in Exhibit A.

PASSED AND ADOPTED this 16th day of February, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk



TO: Honorable Rio Dell City Council

FROM: George Williamson, Contract City Planner

DATE: February 16, 2010

SUBJECT: Town of Scotia Annex to the City of Rio Dell

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Hear a presentation from the Contract City Planner and Contract City Engineer on the steps and issues involved in Annexing the Town of Scotia to Rio Dell.
2. Review the letter sent to the Town of Scotia expressing the City interest in annexation.
3. Hear any public testimony on this matter.
4. Provide direction to City staff to initiate the annexation process and to return to Council with a schedule and costs for the annexation effort

BACKGROUND AND DISCUSSION

In 2006 the former owners of the Town of Scotia applied to the City of Rio Dell for annexation of the entire town of Scotia. The City made a considerable effort to study this proposed annexation, conducting engineering studies, considering the necessary general plan and zoning amendments, initiating the Municipal Services Review and Sphere of Influence Update necessary for LAFCo review, and having an independent Fiscal Study prepared. The former owners withdrew the annexation application due to infrastructure costs issues and have since pursued formation of a Community Services District (CSD).

One significant change that has occurred since earlier annexation discussion is that Rio Dell is presently sizing its wastewater facilities (WWTF) out 40 years, which could and probably should include the Town of Scotia. Then there are the other services that will be needed in Scotia such, as law enforcement, fire protection, planning, finance, building inspection, community water, public works and local governance, and all of the staff and equipment assets that go with it. The Rio Dell and the Rio Dell Fire Protection District could provide these services in a seamless manner upon annexation.

The City has sent a letter to Frank Bacik with the Town of Scotia LLC to express the City interest in Annexing Scotia. That letter is attached. Also attached is an overview of the three step process to pursue annexation and an assessment of three of the services the City, and the Rio Dell Fire Protection District would take over upon annexation.

Attachments: --Letter to Frank Bacik
-- Scotia Annex to City of Rio Dell Process- 2010
-- Town of Scotia Parks and Recreation, Fire Protection and Streetlights
Assessment – Updated 2010



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

February 9, 2010

Mr. Frank Bacik, Vice President
Town of Scotia Company LLC
P.O. Box 245
Scotia, CA 95565

Mr. Bacik:

The City of Rio Dell has a full service government offering infrastructure and services to the residents and businesses in Rio Dell. This includes an effective combination of 22 paid staff, elected and appointed officials, and volunteers that maintain infrastructure, perform many civic functions and efficiently deliver municipal services. The City also has a strong working relationship with the Rio Dell Fire Protection District. I mention this because we feel that the City can deliver these same services, functions and maintenance to the Town of Scotia, once the town is subdivided. This would involve annexing the Town to the City of Rio Dell. The specific Infrastructure management and municipal services the City of Rio Dell could provide to the Town of Scotia, include:

- Water (including raw water system);
- Wastewater;
- Parks and Recreation;
- Street Lighting;
- Landscape Maintenance;
- Drainage System Maintenance;
- Street System Maintenance;
- Local governance
- Law enforcement
- Community planning/zoning administration
- Community development building inspection
- Municipal finance; and
- Public Works

We understand and have closely tracked your efforts to receive general plan and zoning amendments and tentative map approval, from the County of Humboldt. We also know that the Town of Scotia LLC must transfer infrastructure and services for future property owners as a condition of final map recordation and sale of property. While the City and the former owner of the town actively pursued annexation of the Town of Scotia to the City of Rio Dell, you are currently seeking the formation of a new Community Services District (CSD) to meet your final map obligations. The City has not only tracked the County entitlement process, but has commented on the Environmental Impact Report (EIR) prepared by the County.

As you can appreciate, the City did not take an active role in the County Planning Commission and Board of Supervisor hearings on the general plan and zoning amendments, or the tentative map approval because the service delivery issue was not within their purview. The City believed that the general plan

designations and zoning districts applied to Scotia by the County would be similar to those the City would apply upon annexation. The environmental process and the tentative map review conducted by the County were understood to also be relevant for an annexation process. Time and effort expended in the County review process are not lost on the annexation process.

One significant change that has occurred since earlier annexation discussion is that Rio Dell is presently sizing its wastewater facilities (WWTF) out 40 years, which could and probably should include the Town of Scotia. In addition, we are currently under construction on over \$2 million of improvements at our wastewater treatment facility that are grant funded and could serve both communities. Our mutual planning for wastewater solutions could address the cease and desist orders that the Regional Board has issued in both communities. We understand that the Scotia facility will soon have a strengthened cease and desist order when they review their permit. They will then have the same decisions to make about plant replacement and wastewater disposal requirements.

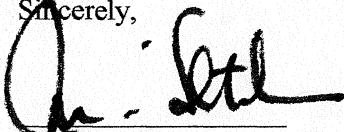
Then there are the other services that will be needed in Scotia, such as, law enforcement, fire protection, planning, finance, building inspection, community water, public works and local governance, and all of the staff and equipment assets that go with it. It has always been our view that there are economies of scale through the integration and combination of services. Agencies in Rio Dell can provide these services in a seamless manner.

The Town of Scotia CSD formation will be considered by Humboldt LAFCo in the near future. In past discussions at Humboldt LAFCo meetings, both the annexation to Rio Dell and CSD formation have been discussed. The City is ready, willing and able to provide the necessary municipal services to Scotia, and believe that annexation is the most practical, efficient, and effective way of providing those services. The annexation process is also the more expeditious way to establish the needed organizational structure because it avoids the time consuming process of organizing the initial Board of Directors, hiring staff, adoption budgets and work plans, etc.

The potential annexation of the Town of Scotia to the City of Rio Dell is scheduled for discussion and Council direction at the February 16, 2010, City Council meeting. This meeting will start at 6:30 PM at the City Hall, 675 Wildwood Avenue, Rio Dell. A copy of the City Council materials on this issue is attached. This correspondence will be included in the Council packet as well. This item, placed on the agenda by a City Council member, will seek direction on initiating annexation procedures. You are invited to attend this meeting to provide input.

In closing, it is not in anyone's interest to duplicate costly public facilities and staffing. The City of Rio Dell has a vested interest in seeing that the provision of public services to the residents of Scotia is deliberate, orderly, efficient and highly successful. If they are not, it will have a direct and everlasting impact on both neighborhoods. Public service is what we do. I believe that our partnership in this effort would undoubtedly benefit the community we serve better and will accomplish your goal of getting your properties to market sooner.

Sincerely,



Jim Stretch
Interim City Manager

Scotia Annex to City of Rio Dell Process- 2010

Step 1. UPDATED ANALYSIS AND DETERMINATION

1.1 Update List of Services to be transferred to City of Rio Dell

Verify services City of Rio Dell would provide in Scotia, including:

- Water (with raw water system)
- Wastewater
- Parks and Recreation
- Fire Protection
- Street Lighting
- Landscape Maintenance
- Drainage
- Streets

Identify services to be provided by other entities.

1.2 Confirm District boundaries and Sphere of Influence

Map proposed annexation boundary and determine Town of Scotia LLC lands to be included. There could be limitations on the delivery of service outside of the City boundaries.

1.3 Re-evaluate Funding Types/Sources

Evaluate the range of funding sources that City may utilize to undertake (including asset acquisition) and continue providing services and determine the most appropriate funding type for each service to be provided.

1.4 Re-evaluate System Use and Capacity – Wastewater

Re-evaluate existing, and future demand for service, based on information provided by the client, and the capacity of each system to meet existing and future demand.

1.5 Update Assessment of Condition and Capital Improvement Requirement

Update assessment of utility or service systems particularly wastewater. Update cost of necessary upgrades and maintenance/deferred maintenance based on current information and update estimated capital improvement budget for each utility or service system.

1.6 Update Operation and Management Evaluation

Update operating and maintaining each utility or service system descriptions, including personnel assigned (number of FTE), maintenance programs, and O&M budgets.

1.7 Assess appropriate Level of Service

Assess current level of service for services, based on available information. Describe how this level of service be maintained, or if not, how a level of service will be determined.

1.8 Update Cost Estimates of Operating/Maintaining Utility or Service Systems

Update acquisition costs and the costs of providing each utility or service (e.g., equivalent dwelling unit, per capita, per square foot, etc., possibly combined with an assessment or other mechanism to cover acquisition costs). Apply allocation methodology and the most appropriate funding types for each utility or service system, to allocate annual or monthly costs to users.

STEP 2 LAFCo APPLICATION PREPARATION & AUTHORIZATION

2.1 Amend General Plan and Zoning Ordinance

The General Plan is comprised of goals, policies and implementations measures.

For an annexation of this scope, issues such as “community character,” and “ability to provide services” must be addressed and a specific set of policies and standards to guide decision-making must be incorporated. A General Plan update for annexation would have three main purposes:

- To provide a basis for determining whether specific development proposals and public projects are compatible with Plan policies;
- To allow City departments, other public agencies, and private developers to design projects that will enhance the character of the community, preserve and enhance critical resources, and minimize hazards; and
- To provide the basis for establishing and setting priorities for a capital improvement program.

2.2 Update Plan for Services

Update the “plan for providing services” drafted in 2007, for City review and to be submitted with the completed LAFCo application. The Plan shall include the following information:

- The statutory section under which the formation would occur;
- An enumeration description and justification of services to be extended;
- The level and range of those services;
- Phasing;
- Structure and facility improvements, upgrades and required operating conditions;
- Improvement financing, with operating budget/ revenues and expenditures; and
- City limits/ SOI and related services strategy.

2.3 Update Municipal Services Review

Annexing the Town of Scotia requires the City’s updating of its Municipal Services Review (MSR) and Sphere of Influence (SOI) and submitting it to Humboldt Local Agency Formation Commission (LAFCo). In accordance with CKH §56430, amending, or revising an SOI, Humboldt LAFCo must comprehensively review all services and public service providers within the designated geographic area. The Commission shall then prepare a written statement of determinations on the following six subject areas:

1. Growth and population projections for the affected area;
2. Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies;
3. Financing ability of agencies to provide services;
4. Status of and, opportunities for, shared facilities;
5. Accountability for community service needs, including governmental structure and operational efficiencies; and
6. Any other matter related to effective or efficient service delivery, as required by Commission policy.

2.4 Update Fiscal Impact Study

In 2007 a Fiscal Impact Study was prepared by MuniFinancial Consultants to provide an assessment of the fiscal impact of the annexation of the Town of Scotia to the City of Rio Dell and the Rio Dell Fire Protection District. The annexation would result in the transfer of the municipal services currently provided by PALCO, to its employees and other residents to the City of Rio Dell and the Rio Dell Fire Protection District. The 2007 Study examined the fiscal impact to the Rio Dell general fund and road fund, and the general fund of the Fire Protection District, of the proposed annexation under various economic scenarios. The following is an excerpt of the study.

Annexation Scenarios

This fiscal impact analysis was completed using assumptions under three different scenarios. The scenarios varied based on potential economic trends in the region. The status quo scenario assumes sale of the 274 homes in Scotia over a three-year period. The best-case scenario assumes a shorter sale period and increased tourism. The worst-case scenario looks at the effect of the annexation should PALCO's mills in Scotia close. The scenarios attempt to outline the fiscal risks and benefits to the City and the Fire Protection District of the annexation.

Key Assumptions and Limitations of the Analysis

Level of Service

Service levels in Scotia for police, city administration, and planning/building are assumed to remain consistent with current levels provided by Rio Dell. Service levels for storm drain, ball field maintenance, streetlights, fire protection and road maintenance in Scotia are currently higher than the level of service in Rio Dell. This study applies cost estimates for these higher levels of service as yearly lump sum costs, when applicable, to the annexation area using the case study methodology.

Fire Protection Assessment District

To fully fund fire protection services the Rio Dell Fire Protection District uses a combination of property tax revenue and revenue from a special assessment district. There is currently no special assessment district to fund fire protection services in Scotia. Rather than estimate what the special benefit assessment for fire would be in Scotia, the net revenue (in this case deficit) is shown to indicate how much revenue would need to be generated by the assessment district or another alternative funding source under each scenario for the District to remain fiscally neutral. A net revenue summary for the Rio Dell Fire Protection District is presented for each the three economic scenarios.

Recreation Center Costs

PALCO currently subsidizes the operation of a recreation center in Scotia. The center may be transferred to City. Due to the uncertainty in the status of the recreation center, the fiscal effect of the cost of running the recreation center is not included in the fiscal impact scenarios. A business plan is needed if the facility is to be transferred to the City to address negative cash flow.

Property Tax Allocation

The analysis uses the average tax allocation factor (TAF) for all of the cities in Humboldt County to estimate the share of the County's General Fund property tax to be transferred to the City. This average tax allocation factor is significantly higher compared to the share received by Rio Dell because Rio Dell has a low TAF compared to the average of the other cities in the County.

Therefore, property tax revenue estimates should be treated with caution because the TAF is subject to negotiation with the County as part of the annexation process.

Property tax revenue is also estimated for the Fire Protection District. The revenue is estimated using the average Rio Dell Fire Protection District TAF from Rio Dell applied to Scotia.

One Time Costs

This study identifies many one time infrastructure costs associated with the annexation. These costs are substantial, but are expected to be financed through agreements with PALCO as part of the annexation process.

2.5 Prepare Initial Study and environmental determination for CEQA Compliance

The California Environmental Quality Act (CEQA), Public Resources Code (beginning at §21000) requires state and local public agencies to review the potential environmental impacts of all discretionary activities proposed to be carried out or approved by California public agencies. In addition, State law requires that any General Plan amendment to comply with CEQA. In 2007 Rio Dell completed a substantial portion of a CEQA document to evaluate the potential environmental impacts of annexing the Town of Scotia.

The document considered impacts on historic and cultural resources, applying a two-part test. It was determined that the town was “historically significant” and the analysis was to prepared to determine whether there would be “substantial adverse change” to the town as a result of annexation.

STEP 3. LAFCO APPLICATION SUBMITTAL

3.1 Submit Application to LAFCo

Deliver application to City for final review and then submit to LAFCo.

3.2 Coordinate LAFCo Application Review

Monitor LAFCo reviews of application for completeness and issues certificate of filing.

Town of Scotia Parks and Recreation, Fire Protection and Streetlights Assessment – Updated 2010

Parks and Recreation

Scotia's recreation facilities include a community park, two ball fields and an indoor recreation center. Fireman's Park, also known as Scotia Park, is the community park in Scotia. Fireman's Park is a fenced park with redwood trees, picnic tables and barbeques. The park's proximity to the Eel River and the ball fields makes it convenient to a large number of users, primarily Scotia residents and visitors. The baseball field, known as Carpenter's Field, is fenced baseball field with bleachers and lighting, located opposite the park. The soccer field is located north of the community park and consists of a fenced and maintained grass playing field. The baseball field, community park, and soccer field together form the core recreation area for Scotia. The soccer field and baseball field total to about three acres and Fireman's Park is approximately 1.4 acres.

Another component of Scotia's recreation facilities is the approximately 16,000 square foot recreation center complex, located at the east end of Mill Street. The indoor recreation center provides indoor recreational activities and is used for team sports and club activities. The building includes a gymnasium with a basketball court, racquetball court, weight room and cardiovascular room, locker rooms, and an indoor pool located at its south end. The Town of Scotia LLC Industrial Rehabilitation Center is located in a portable building south of the pool. The recreation center would be rezoned to Commercial Recreation (CR) in this project.

Town of Scotia LLC's current responsibilities include building maintenance, trash pickup, mowing lawn areas, maintaining park gardens and area landscaping, fencing, watering and administering schedules for the recreation facilities. Management of the recreation center involves maintenance of the building, pool, indoor courts, pool and sporting equipment and locker facilities, as well as scheduling hours of operation, clubs and activities, and staffing for the facility.

Fire Protection

The Scotia Volunteer Fire Department (SVFD) is an all-risk fire department that currently protects the mill facility, commercial buildings, housing and grounds that make up the Town of Scotia owned by the Pacific Lumber Company, and responds to vegetation fires on Scotia Pacific timber lands. The SVFD is made up of volunteers and paid chief officers who are either Town of Scotia LLC employees or live or work in the Town of Scotia. The average number of SVFD volunteers ranges from 30 to 40 members. Unlike most volunteer fire departments in Humboldt County, the SVFD receives all of its funding from Town of Scotia LLC, rather than a fire protection district.

The SVFD fire station is located on Main Street and houses the fire department, as well as mill security and utility staff. The fire station is a two-story 9,000 square foot, building that is located at the approximate geographic center of Scotia. The fire station has an apparatus bay, meeting and training rooms, and two bedrooms that can accommodate live-in firefighters.

The SVFD has the following firefighting/medical/rescue apparatus:

Type	Model/Year	Tank/Pump	Notes
Quick Attack Engine	Ford F-350/1997	250 gallon/400 gpm	Also for wildland fire
Engine	Intl Van Pelt/1978	750 gallon/1000 gpm	
Engine	Pierce Lance/1985	1000 gallon/1500 gpm	Crew cab
Service Truck	1956 Ford	None	
Chief's Truck	Chevy ¾ ton/2004	None	
Medical/Utility	Chevy ¾ ton/1990	None	Can tow rescue trailer
Rescue Trailer	1996 Wells Cargo	None	Rope/rescue/confined space

Source: SVFD, 2005.

The SVFD has expressed the need to acquire a ladder or aerial truck that can reach to a height of between 50 and 75 feet. The Scotia mill buildings extend well beyond the ground ladders carried on the engines and several of the commercial buildings also exceed the working height of the department's ladders. The SVFD has also indicated a need to acquire an updated medical rescue vehicle. In addition, the SVFD is looking to replace approximately 20 sets of bunker gear in the near term (structural personal protective equipment.)

Town of Scotia LLC employs a full-time Fire Chief and two part-time Assistant Chief's (a total of two full-time equivalent employees). In addition to their fire protection and emergency services responsibilities, the Fire Chief and Assistant Chief's are also responsible for the management of plant security services and the testing and operation of mill facility fixed fire suppression systems.

The SVFD is dispatched directly by Town of Scotia LLC as well as by the California Department of Forestry Humboldt-Del Norte Unit (CDF). CDF provides dispatch services for the SVFD and other members of the Humboldt County Dispatch Cooperative (comprised of most local fire departments and City Ambulance) through an Amador Agreement (Public Resources Code §4144 which allows CDF to enter into cooperative agreements with local agencies to provide fire related services). The Humboldt Fire Dispatch Cooperative was formed in the mid-1980s after the emergency 911 phone system was implemented throughout the county. The Fire Dispatch Cooperative was intended as a simple and cost effective means of notifying fire service providers in the event of an emergency. The fees that members of the Fire Dispatch Cooperative pay for the services of the FICC are based on the average number of calls received for that department over the last several years. The cost of providing the service is determined by CDF and billed to the Fire Dispatch Cooperative who then charges each member department proportionately (Humboldt County Master Fire Protection Plan-FSC Draft Plan, September 2005).

The following is a summary of all SVFD calls for 2005, based on SVFD records.

Response Type	2005
False Alarm	11
Service Calls	4

Response Type	2005
Medical Aid	26
Traffic Accident	6
Structure Fires	0
Vehicle Fires	6
Total	53

The SVFD is dispatched to between 20 and 35 calls for service per year by CDF. The following is a summary of CDF dispatched SVFD responses over the last seven years.

Response Type	1998	1999	2000	2001	2002	2003
False Alarm	0	1	0	3	0	0
Referral	1	2	0	1	1	0
Public Assist	0	0	0	1	0	0
Smoke Check	0	0	0	0	1	4
Haz-Mat	0	1	0	0	0	0
Medical Aid	15	16	15	17	19	12
Medical-Traffic	2	1	0	5	5	4
Structure Fire	0	1	1	2	2	6
Vehicle Fire	0	3	2	2	3	1
Wildland Fire	2	4	1	3	2	2
Total	20	29	19	34	33	29

Source: CDF Humboldt-Del Norte Unit; SVFD.

Level of Service

With the exception of the chief officers, the SVFD is an all-volunteer fire department. The Shelter Cove Volunteer Fire Department, which is part of Resort Improvement District No. 1. is the only fire department in the County that is similar in size to SVFD that also has paid staff. The Shelter Cove VFD has a paid fire chief and a part-time paramedic. However, the Shelter Cove VFD operates under unique circumstances. In comparison to the SVFD, the Shelter Cove VFD protects a very isolated community of approximately 700 residents. Shelter Cove is located over one hour from Highway 101 and about two hours from the nearest emergency room. The Shelter Cove VFD provides advanced life support emergency medical services and has the means to transport patients to meet an ambulance in order to reduce the time it takes to get victims to the hospital.

The other departments with paid staff are the Arcata FPD (district includes approximately 36,000 residents), Eureka Fire Department (population of 26,400), and Humboldt FPD No. 1 (district includes approximately 20,000 residents). County Service Area No. 4 is a dependent special district governed by the Board of Supervisors that provides fire protection to residents from Westhaven to Freshwater Lagoon (excluding the City of Trinidad). The CDF Trinidad station provides fire protection services to CSA No. 4 under contract with Humboldt County.

According to the Humboldt County Master Fire Protection Plan, the SVFD with 30 to 40 members has a higher number of member volunteers than the average volunteer fire department in Humboldt County. The average Humboldt County volunteer fire department has about 11 volunteer members. Members of the SVFD receive adequate training, which is reflected in the Insurance Services Office (ISO) protection classification rating of 4 for the Town of Scotia. The average ISO rating in Humboldt County is 6, and few other communities in Humboldt County have a rating lower than 5.

The SVFD also provides basic life support (BLS) and emergency medical services (EMS). Most members are trained to the First Responder level with four trained to the emergency medical technician-1 level. The SCFD is also trained to a higher level than the average Humboldt County fire department in technical rescue disciplines, such as rope rescue and confined space rescue. The SVFD maintains a rescue trailer that is outfitted with rope rescue, confined space rescue, and extrication equipment. The SCFD often sponsors county-wide rope rescue training.

The SCFD maintains fire protection and emergency medical service in the Town of Scotia. At least a part of this service is explained by the presence of full-time paid Town of Scotia LLC fire department staff and the "company town" nature of Scotia.

Streetlights

Town of Scotia LLC operates streetlights and nightlights throughout Scotia. Streetlights range from the 175 watt mercury vapor "cobra" type streetlights located on a utility pole shared by electric power, telephone, and cable facilities, to decorative streetlights with ornamental poles and fixtures. Nightlights consists of 400 and 1000 watt metal halide "shoe box" style lights that illuminate parking lots, outdoor storage areas, and yards. In some instances, cobra style ad decorative lights are used as nightlights (providing illumination outside the roadway) and shoebox style lights are used as streetlights. There are a total of three shoebox style lights (all considered nightlights even though some are located within the roadway), 36 decorative lights (five of which are located within the shopping center parking lot), and 64 cobra style lights

Most streetlights in Scotia are controlled by photo cells and served primarily by 110 volt power from transformers also serving homes. Streetlights in Scotia were installed over time in a piecemeal manner and were supplied with power using the simplest means available. In many cases, the electric service to streetlights is split off of a household service just before the service enters the electric meter. Streetlights and nightlights in Scotia are not separately metered and there is no record of associated capital, maintenance, or utility costs. Streetlights are maintained by the Scotia electric service crews using equipment that is also used for the maintenance of mill facilities.

The Town of Scotia appears to have more streetlights than would be found in another community of similar size. The City of Eureka, for instance, has a policy that streetlights are installed at intersections and along streets at a minimum interval of 300 feet. On B Street in Scotia between First and Main (approximately 2,000 feet) where there are seven streets intersecting B Street at intervals of approximately 300 feet there are 13 street lights.

CONVERSION METHODOLOGY

Parks and Recreation

Community parks and recreation services are often funded by cities or special districts through a combination of tax revenue and fees. Fees are often imposed for access to recreation facilities and for group use of playing fields. State law prohibits local agencies from charging fees that exceed the cost of providing the service. Fees for group use of Scotia parks and recreation facilities would be based on the average cost of operating the facilities (administration, supplies, utilities, maintenance, and equipment/capital replacement.) Impact fees can also be imposed on new development to fund an allocated share of equipment and facilities required to provide service to that development.

For the purposes of this assessment, it is assumed that the City of Ro Dell will operate and maintain the park and recreation facilities in Scotia, but not provide recreation programs or activities. Therefore, operation and maintenance costs will include administration, supplies, utilities, maintenance, and equipment/capital replacement.

Fire Protection

Fire protection services are almost always supported by taxes and assessments. Fees can be imposed for discreet fire related services that benefit individuals, such as inspections and permits. Impact fees can also be imposed on new development to fund an allocated share of equipment and facilities required to provide service to that development.

For the purposes of this assessment, it is assumed that fire protection services will be provided in a manner similar to other similar sized Humboldt County communities, by an all-volunteer fire department. Fire department chief officers and firefighters would be volunteers and will not receive compensation. The Rio Dell Fire Protection District would annex the Town of Scotia and would expand District services, budget administration, supplies, utilities, maintenance, and equipment/capital replacement.


Streetlights

Funding for streetlights is often derived from taxes and assessments. Often, the tax or assessment is levied specifically for the purpose of providing street lighting services and in other cases streetlights are funded through general revenues. Many jurisdictions use two general methodologies to allocate street lighting costs to beneficiaries:

1. All properties pay a share of streetlights that specifically intended to provide safety within the roadway, such as intersection lights; and,
2. Costs of streetlights located between intersections are allocated to properties in close proximity to the lights based on street frontage, parcel area, or type of use.

It is assumed that streetlights will be located on utility owned poles and operated and maintained by the electric utility. Rates and charges for streetlights will be imposed by the utility based on tariffed rates (Schedule LS-1—PG&E-Owned Street and Highway Lighting). Rates and charges for decorative streetlights will be based on City operation and maintenance and electric rates charged by the electric utility (Schedule LS-2—Customer-Owned Street and Highway Lighting). The City of Ro Dell will be responsible for collecting streetlight assessments, the payment of monthly service rates to the electric utility, and operating and maintaining decorative streetlights.



TO: Honorable Rio Dell City Council
FROM:  Jim Stretch, Interim City Manager
DATE: February 16, 2010
SUBJECT: Update of General Plan Safety Element

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve the attached scope of work from PLANWEST PARTNERS, INC. to prepare an update to the Public Safety Element of the Rio Dell General Plan
2. Authorize the City Manager to execute an agreement with the above noted planning firm in the amount of \$12,680 to accomplish the General Plan Public Safety Element update.

BACKGROUND AND DISCUSSION

The current Rio Dell General Plan Public Safety Element was adopted in July 1975. It is badly out-of-date and needs revision.

The Minutes of the City Council meeting of May 19, 2009 recorded that Planning Consultant George Williamson was with the Council to address the topic of General Plan Element updates. The focus of the discussion was the Circulation and Public Safety Elements. In the end the Council determined that the Public Safety Element was the priority and directed that it be updated. Unfortunately, the item was missed during the funding discussions for the 2009-10 budget.

Though not specifically funded in the 2009-10 budget, there is a line item appropriation for planning services. However, it has been an unusually busy year for planning services, so it is not anticipated that the planning services account will be adequate to fund the \$12,680 effort. Accordingly, funds will most likely need to be transferred from the General Fund Reserves (\$702,995) to cover the cost. Eighteen (18) weeks is the anticipated time frame for the preparation of the update.

The update could be deferred until next fiscal year. However, there are several other elements to the General Plan that are of the same vintage (35 years old) that should be budgeted for revision, including the Circulation Element. The likely result would be that 2 elements would have to be updated next fiscal year if 1 is not done now.

PLANWESWT PARTNERS, INC. has prepared the attached scope of work for your consideration. George Williamson will be available for questions.

Cc: George Williamson, PLANWEST INC.

City of Rio Dell Public Safety Element Update Scope 2010

The Rio Dell General Plan Public Safety Element of July 1975 includes the following sections: Introduction, Purpose, Goals & Objectives, Definitions, Technical Considerations, Coordination with Other Authorities, Regulations and Policies, Summary Conclusions, City Action Plan, and Epilogue. The Technical Considerations section addresses Earthquakes, Flooding, Fires, Seiche, Terrorist Attack, Tsunami, and Water Supply.

There was a Public Safety Element Update prepared by the City in 2001. While this update was acted upon by both the Planning Commission and the City Council, these actions did not comply with the California Environmental Quality Act (no CEQA document was prepared) as the resolution of approval stated that the Element Update was exempt from CEQA. In 2007 a Public Safety Element Update was prepared in anticipation of the city annexing the Town of Scotia. A complete draft of this element has been completed, but was not scheduled for hearing because the owner of the town of Scotia at that time, Palco, withdrew the annexation application and proceeded with entitlement applications with the County of Humboldt. While the 2007 Draft Public Safety Element Update is now somewhat outdated, and considered the Town of Scotia, it would serve as the basis for the proposed 2010 Public Safety Element Update. Taking this approach will result in a considerable cost savings to the City of Rio Dell.

The 2010 Public Safety Element Update will define the types of potential public safety hazards, including known faults, steep slopes, areas subject to erosion; flood zones, high fire hazard areas, locations of known hazardous materials, and use of hazardous substances. This work will include updating of the Hazards Map prepared for 2009 Annexations and General Plan Amendments, from the City GIS database.

Task 1 Update Existing Public Safety Mapping and Information Needs Budget: \$ 750.00

Revise existing Public Safety mapping and review data with City staff and contract City Engineer to ensure accuracy. Prepare Hazards base maps. Evaluate safety issues and research potential hazards, compile additional data as necessary based on initial evaluation of Public Safety issues, evaluate condition, and prepare overall conditions assessment.

Task 2 Update Draft Public Safety Goals and Objectives

Budget: \$ 840.00

Facilitate Public Safety Element study sessions with the City of Rio Dell Planning Commission and City Council. The first study session will include a presentation regarding the completed Task 1 assessment of the existing Public Safety issues, discussion of Public Safety Element requirements, and a discussion of safety needs. Subsequent study sessions would present public safety measures, and Public Safety Element goals and objectives.

Task 3 Update Public Safety System and Hazard Assessments Budget: \$ 1,370.00

Update Public Safety conditions identified in 2007 Public Safety Element Update. Based on this update, revise the data to better reflect the City's Public Safety objectives. Prepare a draft Public Safety program that addresses geological hazards, including known faults, steep slopes, areas subject to erosion; flood zones, high fire hazard areas, locations of known hazardous materials, and use of hazardous substances.

Task 4 Prepare Draft Policies, Programs and Recommendations

Budget: \$ 2,880.00

The proposed Public Safety Element contents are:

- Introduction and Public Safety Characteristics**
- Public Safety Goals and Objectives**
- Geologic and Seismic Hazards**
- Flooding and Drainage Hazards**
- Fire Hazards**
- Public Health Hazards, Hazardous Materials, and**
- Emergency Services and Disaster Preparedness**
- Public Safety Guidelines and Implementation Measures**

Task 5 Prepare Environmental Document for CEQA Compliance Budget: \$ 4,230.00

Evaluate the potential programmatic impacts of the draft 2010 Public Safety Element with respect to the Rio Dell General Plan 2015 Program Environmental Impact Report, and the Negative Declaration prepared for 2009 annexations and general plan amendments. To the extent that the Public Safety Element policies or portions of the Public Safety system are beyond the scope of these CEQA documents, additional environmental review will be required. Additional environmental review could include the preparation a negative declaration or some form of supplement or addendum to the existing EIR.

Task 6 Planning Commission and City Council Hearings

Budget: \$ 860.00

Attend two Planning Commission and two City Council Public Safety Element hearings.

Task 7 Prepare Public Safety Development Standards

Budget: \$ 1,750.00

It is recommended that the development standards be prepared to implement the Public Safety Element. These include safety standards and/or restrictions for seismic safety, steep slopes, areas subject to erosion; flood zones, high fire hazard areas, locations of known hazardous materials, and use of hazardous substances standards. Draft standards will be developed as part of the update, and proposed for adoption separately in the zoning and subdivision ordinances.


Proposed 2010 Public Safety Element Update & CEQA Document Budget: \$ 12,680.00

SCHEDULE

Milestone	Time Frame
Draft Public Safety Element (PSE) for PC Review	4.5 weeks from authorization
CEQA Document for PC Review & Release	3 weeks from PC Draft PSE Review
CEQA Document for Public Review & Comment	4.5 weeks from Draft PSE Release
Draft PSE for PC Hearing	4 weeks from end of Public Review
Draft PSE for CC Hearing	2 weeks from PC Action
Estimated time from authorization to CC Hearing	18 weeks



TO: Honorable Rio Dell City Council

FROM:  Jim Stretch, Interim City Manager

DATE: February 16, 2010

SUBJECT: Comment on the Notice of Preparation on the Bear River Ridge Wind Power Project

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the attached letter, to include comments from the City Council, on the scope and content of the Environmental Impact Report and Statement for the Bear River Ridge Wind Power Project, to be sent to the County of Humboldt, Community Development Services Department as lead agency.

BACKGROUND AND DISCUSSION

On January 21, 2010 the City received the enclosed Notice of Preparation (NOP) from the Humboldt County Community Development Services Department (CDSD), soliciting the views of interested parties as to the scope and content of the environmental information to be included in the Environmental Impact Report (EIR) and Environmental Impact Statement (EIS) for the proposed Bear River Ridge Wind Power Project. The City has 30 days from the above date to offer comments to the lead agencies on the preparation of the environmental documents. The DCSD is the lead agency on the EIR and the US Fish and Wildlife Service is the lead agency on the EIS.

The project notice was placed on the agenda of the Rio Dell Planning Commission on January 27, 2010 for discussion and comment, to be forwarded to the City Council for consideration when the NOP was placed on its agenda. Their comments are covered in the attached letter prepared by the Interim City Manager and George Williamson, Contract Planner, addressed to John Miller, CDSD Planner.

The description of the project and the potential impact on the community of Rio Dell is outlined well in the NOP Project Overview and is not restated in this staff report.

Council Members are requested to review the NOP material and the draft letter, amending it as the Council feels appropriate for the Mayor's signature.

Attachments: NOP from CDCS for Bear River Ridge Wind Power Project
Draft comment letter to CDSD re: NOP

NOTICE OF PREPARATION

To: Interested Parties, Responsible and Trustee Agencies

From: **Humboldt County**
Community Development Services Department
3015 H Street
Eureka, CA 95501

Subject: Notice of Preparation of a joint Environmental Impact Report/Environmental Impact Statement (EIR/EIS) for the Bear River Ridge Wind Power Project

Humboldt County Community Development Services Department will be the lead agency and will prepare an environmental impact report for the project identified below. The USFWS will be the lead agency for the EIS prepared for the same project. A Notice of Intent (NOI) to prepare an EIS was published in the Federal Register on December 22, 2009. We need to know the views of your agency as to the scope and content of the environmental information that is germane to your agency's statutory responsibilities in connection with the proposed project. **The department did not prepare an initial study because it has determined that the project may have significant effects and that preparation of an EIR is required.**

Project Title: Bear River Wind Power Project

Project Applicant: Shell WindEnergy Inc.

Project Overview: Shell Wind Energy Inc. has submitted an application for a use permit to construct the Bear River Wind Power Project on private property located primarily along the Bear River Ridge in the northern Coast Ranges around Cape Mendocino in Humboldt County, California (Exhibit 1). Located outside the coastal zone, the project area is used primarily for agriculture (i.e., cattle production) and timberland management, and contains several Williamson Act Agricultural Preserves. The General Plan land use designations within the project area include Agriculture Grazing and Timber. The following zones are identified for the project area in the Humboldt County Zoning Regulations (Chapter 4, Section A, Section 314-1):

- U (Unclassified),
- AE-160 (Agriculture Exclusive, Minimum Lot Size: 160 Acres),
- TPZ (Timber Production Zone), and
- AE (Agriculture Exclusive).

Shell Wind Energy Inc. has obtained long-term agreements (wind leases) with local landowners to develop the property for the project.

The proposed project includes up to 25 wind turbines (Exhibit 1) with the capacity to generate a total of 50 megawatts of electricity. The wind turbines would be arranged in turbine "strings" within a 500-foot-wide corridor. In addition to turbines, the project would include the following components:

- approximately 5 miles of newly constructed access roads, turbine string roads, and turnaround areas;
- up to three permanent meteorological towers;
- a site control and data acquisition system;
- a 34.5-kilovolt (kV) power collection system (almost entirely underground) that would deliver power generated by the turbines to the project substation;
- a project substation where power from the 34.5-kV collection system would be stepped up to the voltage required for the interconnection to the regional transmission system;
- upgrades and improvements would be made at various locations along the regional transmission system outside of the project area, including modifications to the PG&E transmission lines between Eureka and the connection point with the regional power grid in Rio Dell;
- an approximately 12-mile-long overhead transmission line that would transfer power from the project substation to the Pacific Gas and Electric Company (PG&E) regional transmission system in the city of Rio Dell; and
- an operations and maintenance (O&M) facility, including a main building with offices, spare parts storage, restrooms, a shop area, outdoor parking facilities, a turnaround area for larger vehicles, outdoor lighting, and gated access with partial or full-perimeter fencing located in the vicinity of the project area.

Construction of the project would require an on-site staging area and, depending on the availability of a nearby source of concrete, may require temporary concrete batch plant. During construction, a total of approximately 3 million gallons of water would be required for road compacting, underground collection line installation, dust suppression, and concrete mixing. Approximately half the water would be used for dust control, and the other half would be used for all other construction activities. No new wells would be drilled or springs developed. Water needed for construction activities would be provided through a nearby water source with a permitted water right issued through the State Water Resource Control Board Division of Water Rights.

Construction of the project's roads, facilities, and electrical/communication lines would occur at about the same time, using individual vehicles for multiple tasks. Based on data provided for typical wind energy projects of a similar size, it is anticipated that during the construction period there would be approximately 60 daily round trips by vehicles transporting construction personnel to the site. Over the entire construction period there would be more than 850 trips by large trucks delivering the turbine components and related equipment to the project site. In addition, there would be more than 2,500 trips by dump trucks, concrete trucks, water trucks, cranes, and other construction and trade vehicles. After construction, O&M of the project would require approximately three round trips per day using pickups or other light-duty trucks.

Trucks would transport wind turbine components from Humboldt Bay along state and county roads, ultimately accessing the project site through Ferndale and/or Rio Dell. All routing alternatives will be analyzed in a transportation study. It is anticipated that improvements to county and possibly city roads would be required to enable the passing of trucks transporting large turbine components.

The leases are expected to be 30-year term leases, with two 10-year extension options. The project would be decommissioned at the end of its economic life. Decommissioning would involve removing the turbines, support towers, transformers, substation, and upper portion of the foundations. Site reclamation after decommissioning would be based on site-specific requirements and techniques commonly employed at that time the area would be reclaimed. Techniques could include regrading, spot replacement of topsoil, and revegetation of all disturbed areas with an approved native seed mix. Turbine tower and substation foundations would be removed to a depth as agreed upon with landowners.

Operation of the wind farm has the potential to affect wildlife species subject to protection under the federal Endangered Species Act (ESA). Section 10(a)(1)(B) of the ESA contains provisions for the issuance of incidental-take permits to nonfederal landowners for the take of endangered and threatened species, provided, in part, that the take is incidental to otherwise lawful activities and that it would not appreciably reduce the likelihood of the survival and recovery of the species in the wild. Shell WindEnergy Inc. is preparing a habitat conservation plan (HCP) that is intended to provide for management of the project site over its lifetime in a manner that would minimize and mitigate the impacts of take of wildlife species that are listed under the ESA or that may be listed during the life of the project. After the HCP is completed, Shell WindEnergy Inc. is expected to submit it to the U.S. Fish and Wildlife Service (USFWS) as part of an application for the permits. In accordance with the National Environmental Policy Act (NEPA), the project's environmental impact statement (EIS) document will also serve as an environmental impact statement (EIS). USFWS will assume the NEPA lead agency role.

Probable Environmental Effects: As mentioned above, the County did not prepare an initial study because it determined that a full scope EIR would be prepared to evaluate all the environmental issue areas identified in Appendix G of the State CEQA Guidelines. The proposed project has the potential to result in environmental impacts in the following areas:

- aesthetics;
- agricultural resources;
- air quality;
- biological resources;
- cultural resources;
- geology, soils, and mineral and paleontological resources;
- hazards and hazardous materials;
- hydrology and water quality;
- land use and planning;
- noise;
- population and housing;
- public services;
- recreation;
- transportation and traffic; and
- utilities and service systems.

Each of these issue areas will be evaluated in the EIR for the project, along with other issues required for consideration by CEC including growth inducement and irreversible environmental changes (i.e., substantial irremediable commitment of resources). When the EIR identifies a potential project impact, mitigation measures will be identified, where feasible, to reduce the project impact. The EIR will include a discussion of all significant impacts, including any impacts that cannot be avoided or mitigated below the identification threshold of significance. It should also be noted that because the EIR will be released jointly with an EIS, there will likely be other NEPA-specific analyses not included in the list above, such as discussion of environmental justice and socioeconomics.

The EIR will also include an evaluation of a range of alternatives to the proposed project. Alternatives to a project generally are either designed differently or are located at a different site so that the alternative would still meet the overarching objective of the project but would avoid or substantially reduce a significant environmental impact associated with the proposed project. Other than the No-Project Alternative, which is required by CEQA, the specific alternatives to be evaluated in the EIR are not fully defined at this time, and input received from comments on this NOP will assist the County and applicant in refining a reasonable range of alternatives.

How to Submit Comments: Because of the time limits mandated by state law, your response must be sent at the earliest possible date but not later than **30 days** after receipt of this notice.

Two public EIR/EIS scoping meetings for the project will be held at the following times and locations:

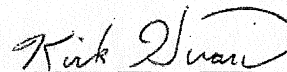
Tuesday, February 2, 2010
Fortuna River Lodge
1800 Riverwalk Drive
Fortuna, CA 95540
7 pm to 9 pm

Wednesday, February 3, 2010
Eureka Wharfinger Building
1 Marina Way
Eureka, CA 95501
7 pm to 9 pm

Please send your response to John Miller at the address shown above. Provide the name, telephone number, and e-mail address of a contact person in your agency. Your comments may also be transmitted electronically to jpmiller@co.humboldt.ca.us. The County's EIR preparation team may wish to directly contact NOP respondents for assistance in preparing the draft EIR. The draft EIR will be released for public review and comment in accordance with CEQA and the State CEQA Guidelines. The County will respond in writing to public comments that raise significant environmental issues and will prepare a final EIR for consideration by the County Planning Commission and Board of Supervisors. Please identify the name(s) of the person(s) to contact if there are questions about your agency's comments.

January 19, 2010

Signature



Kirk Girard

Title: Director of Community Development Services

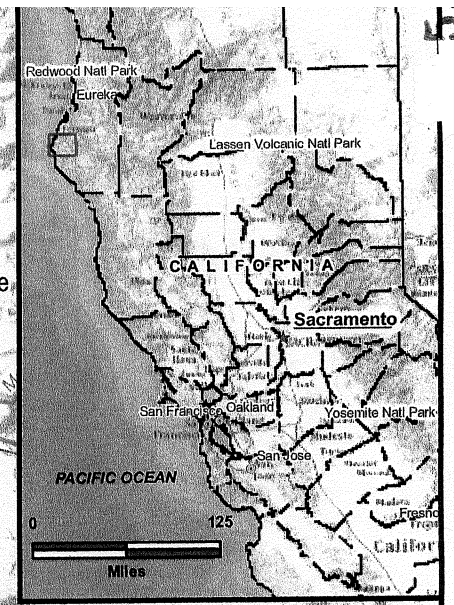
Telephone: (707) 445-7541

Reference: California Code of Regulations, Title 14, (CEQA Guidelines) Sections 15082(a), 15103, 15375.



PACIFIC OCEAN

Humboldt Co.



LEGEND

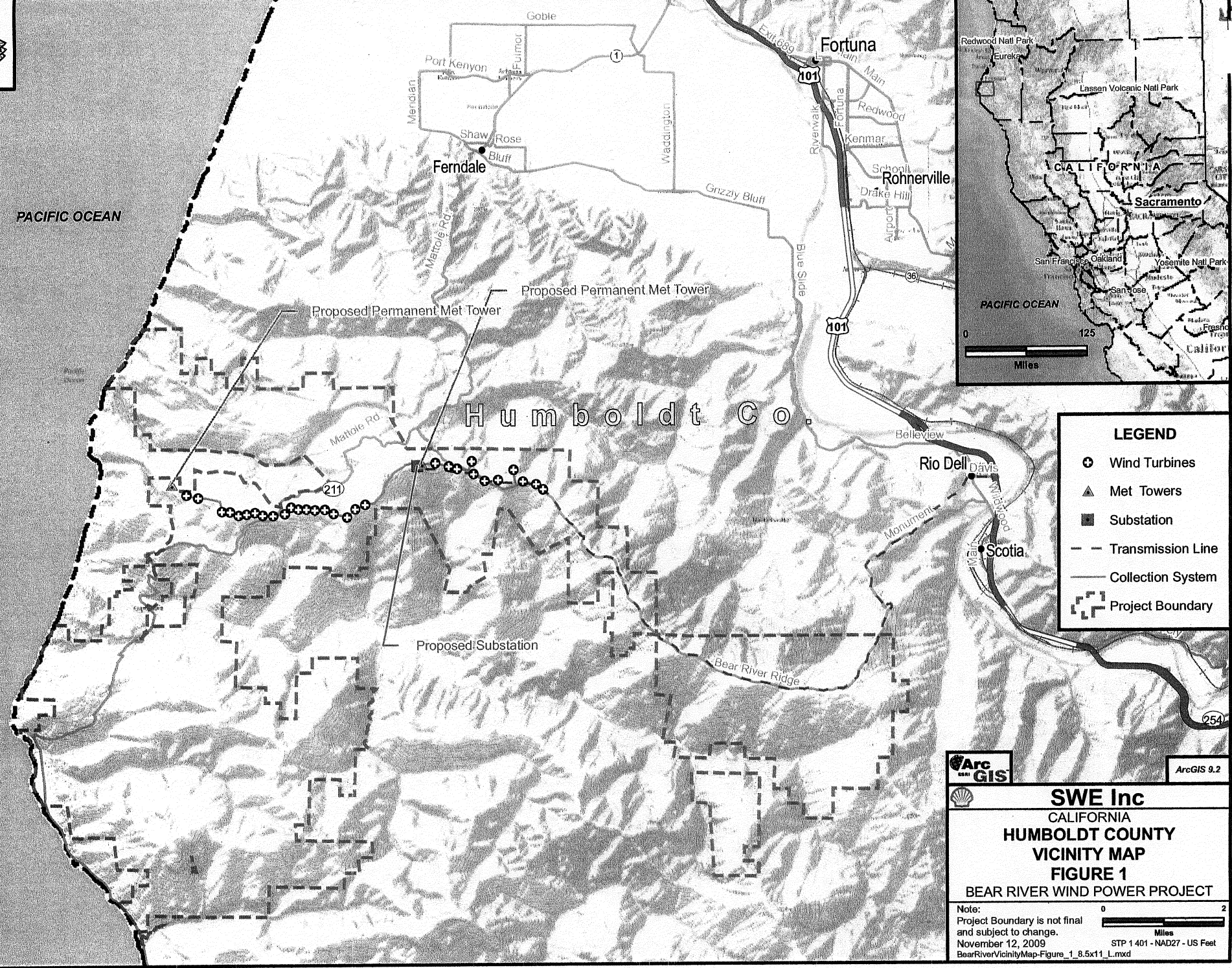
- Wind Turbines
- Met Towers
- Substation
- Transmission Line
- Collection System
- Project Boundary

ArcGIS 9.2

SWE Inc
 CALIFORNIA
HUMBOLDT COUNTY
VICINITY MAP
FIGURE 1
BEAR RIVER WIND POWER PROJECT

Note:
 Project Boundary is not final
 and subject to change.
 November 12, 2009
 BearRiverVicinityMap-Figure_1_8.5x11_L.mxd

0 2
 Miles
 STP 1 401 - NAD27 - US Feet



February 16, 2010

John Miller, Planner
Community Development Services Dept.
Humboldt County
3015 H Street
Eureka, CA 95501

Subject: City of Rio Dell NOP/NOI Comments on the Bear River Wind Power EIR/EIS

Dear Mr. Miller,

The City of Rio Dell received the NOP/NOI Humboldt County circulated on January 21, 2010, for the proposed Bear River Wind Power Project. The NOP/NOI solicits comments from responsible agencies, trustee agencies, and interested groups and individuals as to the required scope and content of the EIR/EIS to be prepared for the project.

The project would include elements within the City of Rio Dell, including but not necessarily limited to power transmission lines, service roads, and improvements to the existing PG&E electrical substation located within City limits, resulting in environmental effects within the City. Therefore, the City has a stake in the project and thus is submitting the following comments in response to the NOP/NOI. To consider the environmental effects of the Bear River Wind Power Project, the City requests that the EIR/EIS:

- (1) Describe and map each facility and improvement proposed in the City of Rio Dell and evaluate the environmental effects of each of these proposed facilities and improvements.
- (2) Describe and evaluate the environmental effects (e.g., traffic, construction and operational noise, visual impacts, potential electromagnetic-related adverse health effects, etc.) of constructing and operating the proposed transmission line from the wind turbines to the PG&E substation and of any new or improved power transmission lines from the substation required to distribute the additional 50 megawatts of electricity to be generated by the project. Please note that City standards specify utility undergrounding in the Town Center. *Imposing transmission towers/poles and overhead transmission lines through the community would not present the aesthetics qualities the City is striving to achieve in its long range community development plan.*
- (3) Analyze construction and operations-related traffic, noise, light and glare, hazardous materials, and electromagnetic impacts of the any improvements and operational expansion of the substation. For electromagnetic impacts, the analysis should quantitatively estimate the increase in electromagnetic emissions at nearby residences both adjacent to the substation and along the transmission line route, and these electromagnetic levels should be compared to applicable adopted electromagnetic standards, or to recommended health-based standards if applicable adopted standards do not exist.

- (4) Conduct and evaluate results of cultural and biological resources field surveys, for any facilities and roads proposed in unimproved areas of the City.
- (5) Quantitatively evaluate traffic and noise impacts of construction traffic that would utilize roads through the City of Rio Dell. This includes approximately 60 daily *round* trips by vehicles transporting construction personnel, more than 850 truck trips delivering the turbine components and related equipment to the project site, and more than 2,500 trips by dump trucks, water trucks, cranes, and other construction and trade vehicles, *and likely a similar number of trips and heavy vehicle in 30 years when the project is decommissioned at the end of its economic life.*
- (6) Quantitatively analyze construction and operations-related air quality impacts of both project construction and operation, including a quantitative analysis of greenhouse gas emissions (GHGs) as required by AB 32.
- (7) Analyze environmental effects (traffic, air quality, noise, etc.) of project decommissioning should be evaluated, including the impact of loss of the electricity to be generated by the proposed turbines. This decommissioning would occur after the 30-year terms of the leases, except that two 10-year extensions may occur.
- (8) Evaluate the impacts of each of the alternatives to the proposed project on the City of Rio Dell and compare those impacts to those that would occur under the proposed project.

The NOP indicates that road improvements may be required to allow for the transport of wind turbine components. *All access options to the ridge site, including the construction of a new road that does not pass through the downtown area and/or the residential neighborhoods in the City, should be explored and evaluated. Air lifting as much of the construction materials and turbine components as possible to the ridge site should be evaluated as well, perhaps utilizing the Eel River Industrial Park as a staging area. Disturbing the community with thousands of heavy truck trips to and from the site should be considered as the last resort option.*

If any improvements are required to streets and/or rights of way within the City of Rio Dell, the applicant must obtain approvals for these improvements from the City, and the environmental effects of any such improvements should be fully evaluated. Impacts should be assumed to occur if the truck traffic would exceed applicable or recommended weight limitations for the types of roads and City streets to be used.

The NOP indicates that it is anticipated that improvements to City roads would be required to allow for the passing of trucks transporting large turbine components. The City requests that the project also be responsible for the maintenance of the utilized streets. And the City requests that, after the construction of the wind power project is completed, the roads be improved back to City standards. Furthermore, the same requirement as to City roads should be applicable at the time of decommissioning.

To minimize those impacts *and to be considered as a last resort*, the City requests that construction traffic traveling through the City, to and from State Highway 101, be restricted to the Eagle Prairie Bridge and Monument Drive, rather than being routed from the State Highway 101 Davis Street exit, through the City to Monument Drive. This would minimize the number of City residents exposed to

traffic and noise impacts. *Hours of truck traffic operations on City streets for the hauling of turbine components and construction materials should be restricted to the hours of 8:00AM to 8:00PM, Monday through Saturday, and the hours of 1:00PM to 8:00PM on Sunday. No Jake brakes are to be used in the City limits.*


Thank you for the opportunity to respond to the NOP for the Bear River Wind Power Project. Please call me at (707) 764-3532 if you have any questions concerning our comments.

Sincerely,

Julie Woodall, Mayor

DRAFT



TO: Honorable Rio Dell City Council
FROM:  Jim Stretch, Interim City Manager
DATE: February 16, 2010
SUBJECT: Endorsement of State Parks and Wildlife Conservation Initiative for
November 2010 statewide ballot

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Determine whether to endorse and support the statewide November 2010 ballot Initiative entitled "State Parks and Wildlife Conservation Trust Fund Act of 2010", in ways other than financial, and if endorsed, direct staff to communicate that endorsement to the community, appropriate legislative representatives and the Initiative campaign committee.

BACKGROUND AND DISCUSSION

The enclosed material has been received from the "Yes for State Parks Initiative" committee to promote a park funding initiative measure for the November 2010 ballot.

As the Council is aware, funding for the State Parks system has been in jeopardy the last few fiscal years as the State struggles to balance its budget. Nearly 150 state parks have been either closed entirely, shut down part-time or suffered severe budget cuts. More park closures are expected in the coming state budget cycles. Thirteen (13) of those state parks are in Humboldt County. It is believed that the closure of these parks will have a dramatic impact on the already depressed local economy.

The initiative concerns the generation of a defined new revenue source to be dedicated primarily to fund the State Parks system. The initiative proposes an \$18 increase in the vehicle license fee for all cars, motorcycles and recreational vehicles in the state. Larger commercial vehicles, mobile homes and permanent trailers would be exempt. California vehicles and all occupants would in turn annually receive free day use admission to all state parks.

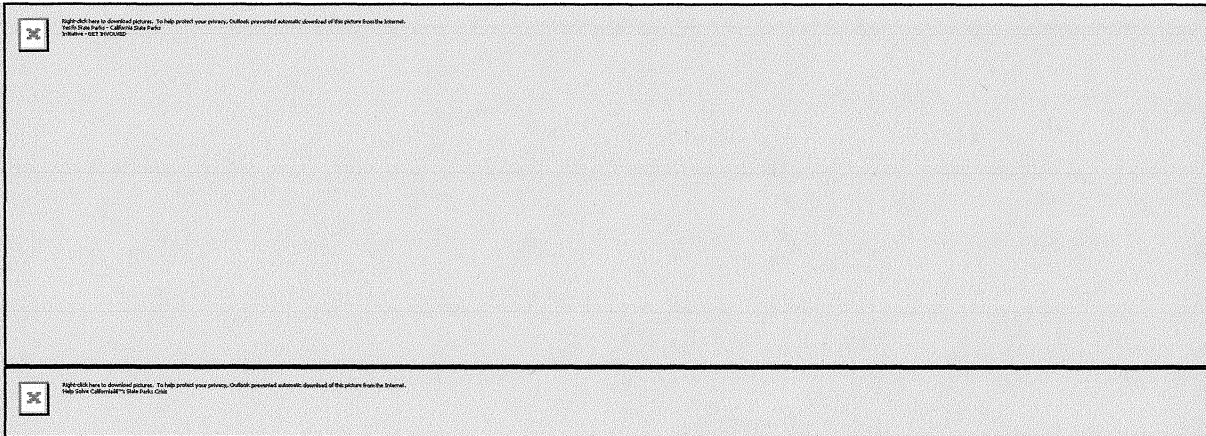
Approximately \$500 million would be raised annually and deposited in the trust fund. Eight-five percent (85%) would be allocated to state parks and 15% to other state wildlife and ocean protection agencies. There would be an immediate release of approximately \$130 million of state general fund dollars previously freed up for allocation to other state programs.

The Council is requested to determine whether to endorse and support this initiative in ways other than financial.

Attachment: Californians for State Parks and Wildlife Conservation Initiative materials

Jim Stretch

From: Californians for State Parks and Wildlife Conservation [info@yesforstateparks.com]
Sent: Monday, February 01, 2010 4:27 PM
To: Melissa Marks
Subject: Join the Coalition to Help Save Our State Parks



February 01, 2010

Dear Melissa,

Welcome to the first campaign update for the Yes for State Parks initiative, which is slated to appear on the November 2010 statewide ballot.

From the vast stretches of sandy beaches along California's magnificent coastline to the towering redwoods and much-needed recreational areas in the state's bustling urban centers, **California's 278 state parks are priceless public assets and a vital legacy for our children and grandchildren.**

But the state's **parks are in peril.** Budget cuts are starving state parks, causing them to fall **severely behind in needed maintenance and repairs.** Twice in the past two years, state parks were on the brink of being shut down. Only last-minute budget reprieves kept them open. **But nearly 150 state parks were shut down part-time or suffered deep service reductions because of budget cuts,** and more park closure proposals and budget cuts are expected this year.

That is why a statewide ballot measure has been prepared that would create the State Parks and Wildlife Conservation Trust Fund. The fund would provide a stable, reliable and adequate source of funding for the state park system, for wildlife conservation and for increased and equitable access to those resources

for all Californians.

The initiative will give California vehicles **free admission** to state parks in exchange for a new \$18 vehicle license fee, which will be specifically dedicated to state parks and wildlife conservation.

Early supporters of the initiative include The Nature Conservancy, California Travel Industry Association, Audubon California, California State Parks Foundation, Save the Redwoods League, Peninsula Open Space Trust, Trust for Public Land and the Wildlands Conservancy.

BECOME A SUPPORTER TODAY

2010 promises to be a tough year for our state parks. With a worsening state budget shortfall, our state parks face even more closure proposals and deeper service cuts this year. We need your help to make sure this doesn't happen.

[Become a supporter of the initiative today, by filling out our online supporter form.](#)

If you've already endorsed, please help us reach others throughout the state. You can help by urging the organizations you work with, local elected officials and others in your community to endorse this important measure.

CAMPAIGN WEB SITE GOES LIVE

We are pleased to announce the launch of the official Yes for State Parks campaign website, www.yesforstateparks.com.

The site will serve as a central hub of information for voters throughout the campaign, providing the latest news and information you need to stay informed and get involved, including:

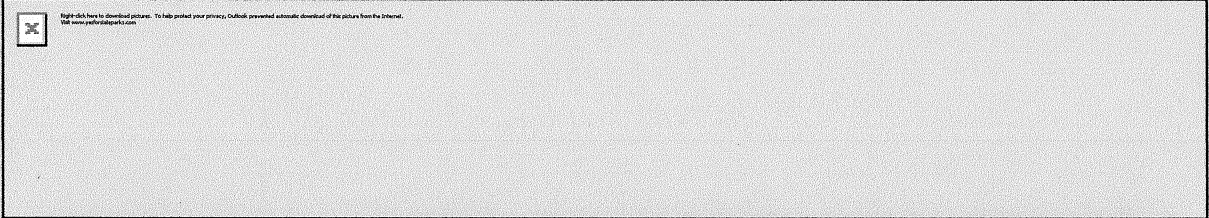
- [Information on How You Can Help](#)
- [Online Donation Form](#)
- [Facts on the Initiative](#)
- [Frequently Asked Questions](#)
- [List of State Parks](#)

SIGNATURE GATHERING LAUNCHED –

VOLUNTEER TO HELP IN YOUR NEIGHBORHOOD

Earlier this month, we launched our statewide signature gathering effort to qualify for the November 2nd, 2010 ballot. We are looking for volunteers to help us gather the signatures needed to place the initiative on the November ballot.

[Visit us online for more information on gathering signatures in your area.](#)



[Home](#) [Get the Facts](#) [Get Involved](#) [News](#) [Supporters](#) [Contact Us](#)

Paid for by Californians for State Parks and Wildlife Conservation, sponsored by
conservation and state parks organizations

Major funding by Conservation Action Fund - FPPC ID# 1322009

This message was intended for: cm@riodellcity.com
You were added to the system February 1, 2010. For more information
[click here](#).
[Update your preferences](#) | [Unsubscribe](#)





California State Parks Initiative

Help Solve California's State Parks Crisis

Fact Sheet

[Download our fact sheet using this link](#)

From the vast stretches of sandy beaches along California's magnificent coastline to the towering redwoods and much-needed recreational areas in the state's bustling urban centers, California's 278 state parks are **priceless public assets** and a **vital legacy for our children and grandchildren**.

But the state's **parks are in peril**. Budget cuts are starving state parks, causing them to fall **severely behind in needed maintenance and repairs**. Twice in the past two years, state parks were **on the brink of being shut down**. Only last-minute budget reprieves kept them open. But nearly 150 state parks were shut down part-time or suffered deep service reductions because of budget cuts, and more **park closure proposals and budget cuts are expected this year**. California's parks are becoming less available to the public and are at serious risk of irreversible damage.

That is why a statewide ballot measure, slated for November 2010, has been prepared that would create the **State Parks and Wildlife Conservation Trust Fund**. The fund would provide a stable, reliable and adequate source of funding for the state park system, for wildlife conservation and for increased and equitable access to those resources for all Californians.

The initiative would give California vehicles **free admission to the state parks** in exchange for a new \$18 vehicle license fee, which will be specifically dedicated to state parks and wildlife conservation. The surcharge would apply to most California vehicles, including motorcycles and recreational vehicles, and would be collected by the Department of Motor Vehicles as part of the annual vehicle license fee. It would not apply to larger commercial vehicles (those subject to the Commercial Vehicle Registration Act), mobile homes or permanent trailers.

The Californians for State Parks and Wildlife Conservation Committee has launched a signature-gathering campaign in order to get the 477,000 valid signatures needed to qualify for the November 2010 statewide ballot. Early supporters include The Nature Conservancy, Peninsula Open Space Trust, California Travel Industry Association, Wildlands Conservancy, Trust for Public Land, Sierra Club California, Audubon California, Sempervirens Fund, California State Parks Foundation and Save the Redwoods League.

California State Parks in Peril Because of Chronic Underfunding...

California's parks, once considered the best in the nation, are **falling apart because of chronic underfunding**. Roofs and **sewage systems leak, restrooms are not cleaned regularly**, bridges have collapsed, trails are washed out, campgrounds and visitor centers are shuttered and buildings and structures throughout the system are **badly deteriorated**.

With no reliable source of funding, the state parks have accumulated a **backlog of more than \$1 billion in maintenance and repairs.**

Thousands of scenic acres are **closed to the public** because of reductions in park rangers, and crime has more than doubled. **Destruction and vandalism of the parks** themselves has grown fourfold, and **beachgoers are often unprotected** because of decreases in lifeguards.

The parks are in such peril that the National Trust for Historic Preservation has named **California state parks one of the 11 most endangered sites in America.**

Protect State Parks and Wildlife by Creating a Conservation Trust Fund...

To ensure Californians have the **high-quality, well-maintained state park system** they deserve, the proposed statutory measure would establish the State Parks and Wildlife Conservation Trust Fund in the state treasury where, by law, it could only be spent on state parks, wildlife conservation, natural lands and ocean conservation programs. The Legislature couldn't reallocate the Trust Fund for other uses.

Funding for the Trust Fund would come from an \$18 annual State Park Access Pass surcharge on all California cars, motorcycles and recreational vehicles that would be collected by the Department of Motor Vehicles as part of the annual vehicle license fee. Larger commercial vehicles (those subject to the Commercial Vehicle Registration Act), mobile homes and permanent trailers would be exempt.

California vehicles subject to the State Park Access Pass surcharge and all occupants of those vehicles would receive free day use admission to all state parks throughout the year, which currently costs as much as \$125 for an annual pass or \$10-\$15 per day. Out-of-state vehicles would continue to pay full entrance fees at parks.

Trust Fund revenues would amount to approximately \$500 million each year (based on about 28 million registered vehicles) and 85% would be allocated to state parks and 15% to other state wildlife and ocean protection agencies.

With a new dedicated revenue stream in place, approximately \$130 million of General Fund dollars -that provide a portion of overall state parks funding -would now be available for other vital needs, like schools, health care, social services or public safety.

State Parks Strengthen the Economy and Serve as a Legacy for Future Generations...

State parks **strengthen the economy** by attracting millions of tourists, who **spend \$4.32 billion annually** in park-related expenditures in California, according to a recent study. It found state parks **visitors spend an average of \$57.63** in surrounding communities per visit. They generate so much economic activity that **every dollar the state spends on state parks generates another \$2.35** for California's treasury.

Every year, there are **nearly 80 million visits** to state parks, where the abundance of outdoor activities entices visitors to **exercise and lead healthier lifestyles.** Parks contribute to public health by protecting forests and natural areas that are **sources of clean air and water** and by combating climate change by reducing greenhouse gases. They also **protect the state's wide diversity of plants and animals,** preserve an unparalleled collection of historic and cultural assets and provide exciting educational opportunities for young and old alike.

Tough Fiscal & Accountability Safeguards to Protect the Voters' Investment...

The Trust Fund would be ***subject to an independent audit*** by the State Auditor every year. The findings would be released to the public, placed on the California Department of Parks and Recreation's website and submitted to the State Legislature for review as part of the state budget.

A ***Citizens' Oversight Committee*** would be created to ensure funds from this measure are spent appropriately.

Audit, oversight and administrative costs of this measure would be limited to just 1% of the annual revenues.



State Parks and Wildlife Conservation Trust Fund Act of 2010 278 State Parks by Region

North Coast Region

County

Admiral William Standley State Recreation Area	Mendocino
Anderson Marsh State Historic Park	Lake
Annadel State Park	Sonoma
Armstrong Redwoods State Natural Reserve	Sonoma
Austin Creek State Recreation Area	Sonoma
Azalea State Natural Reserve	Humboldt
Bale Grist Mill State Historic Park	Napa
Benbow Lake State Recreation Area	Humboldt
Bothe-Napa Valley State Park	Napa
Caspar Headlands State Natural Reserve	Mendocino
Caspar Headlands State Beach	Mendocino
Clear Lake State Park	Lake
Del Norte Coast Redwoods State Park	Del Norte
Fort Humboldt State Historic Park	Humboldt
Fort Ross State Historic Park	Sonoma
Greenwood State Beach	Mendocino
Grizzly Creek Redwoods State Park	Humboldt
Harry A. Merlo State Recreation Area	Humboldt
Hendy Woods State Park	Mendocino
Humboldt Lagoons State Park	Humboldt
Humboldt Redwoods State Park	Humboldt
Jack London State Historic Park	Sonoma
Jedediah Smith Redwoods State Park	Del Norte
John B. Dewitt Redwoods State Natural Reserve	Humboldt
Jug Handle State Natural Reserve	Mendocino
Kruse Rhododendron State Natural Reserve	Sonoma
Little River State Beach	Humboldt
MacKerricher State Park	Mendocino
Mailliard Redwoods State Natural Reserve	Mendocino
Manchester State Park	Mendocino
Mendocino Headlands State Park	Mendocino
Mendocino Woodlands State Park	Mendocino
Montgomery Woods State Natural Reserve	Mendocino
Navarro River Redwoods State Park	Mendocino
Patrick State Park	Humboldt
Pelican State Beach	Del Norte
Petaluma Adobe State Historic Park	Sonoma
Point Cabrillo Light Station State Historic Park	Mendocino
Prairie Creek Redwoods State Park	Humboldt

Reynolds Wayside Campground	Mendocino
Richardson Grove State Park	Humboldt
Robert Louis Stevenson State Park	Napa
Russian Gulch State Park	Mendocino
Salt Point State Park	Sonoma
Schooner Gulch State Beach	Mendocino
Sinkyone Wilderness State Park	Mendocino
Smithe Redwoods State Natural Reserve	Mendocino
Sonoma State Historic Park	Sonoma
Sonoma Coast State Park	Sonoma
Standish-Hickey State Recreation Area	Mendocino
Sugarloaf Ridge State Park	Sonoma
Tolowa Dunes State Park	Del Norte
Trinidad State Beach	Humboldt
Van Damme State Park	Mendocino
Westport-Union Landing State Beach	Mendocino

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



To: Honorable Rio Dell City Council
Through: Jim Stretch, Interim City Manager
From: Randy Jensen, Acting P.W. Director and Carla Ralston, Public Works Admin.
Date: February 16, 2010
Subject: **Purchase of Meter Reading System**

Recommendation

It is recommended that the City Council Authorize the City Manager to proceed with the purchase of the new Meter Reading Equipment from National Meter & Automation, Inc. for the amount of \$13,580.00 in order to replace the original failed system.

It is further recommended that Council authorize a Capital Budget amendment in the amount of \$13,580 to appropriate Water Fund reserves for the purchase of the equipment.

Budgetary Impact

Reduction of Water Fund reserves in the amount of \$13,580 leaving a remaining balance of \$64,087. Purchase of said equipment requires a Capital Budget amendment to appropriate Water Fund reserves.

Discussion

In February of 2004 a new radio read meter reading system was purchased and installed. While this was the state of the art system at the time, there have been many updates and upgrades to the system since then. For example, some of the meter ERT's, (electronic radio transmitters) have been upgraded due to a battery issue. These ERT's, currently under warranty, are being replaced as the older units fail. At the same time, there have also been failures with the current meter reading device and unfortunately this device is no longer under warranty. With the new style of ERT's, comes an improved technology that requires improvements on the programming and reading devices as well.

During the ERT replacement process, National Meter and Automation was lending the City their programmer. While having the programmer in our possession, this device was stolen from the City Corporation yard and was never recovered. Therefore, it is recommended that we authorize the City Manger to execute the purchase of the new system and also purchase a replacement of the National Meter & Automation's stolen programmer.

Attachments: Invoice from National Meter & Automation, Inc.

NATIONAL

METER AND AUTOMATION, INC.

2250 Apollo Way, Suite 300
 PO Box 8339
 Santa Rosa, CA 95407
 707 575-0700
 707-575-3786 FAX

QUOTATION

DATE: 11/5/2009

TERMS: Net 30 Days
 SHIP VIA: Best Way
 PO#
 QUOTED BY: Kathy Richards

Bill To:
City of Rio Dell 475 Wildwood Ave. Rio Dell, CA 95562

Ship To:
City of Rio Dell 475 Wildwood Ave. Rio Dell, CA 95562

Description	Qty	Unit Price	Amount
Itron "Drive-In With a Trade In" promotion			
Mobile Collector Lite system includes:			
MC Lite RF Unit (base)	1	\$ 9,750.00	\$ 9,750.00
Portability kit with Mag Mount antenna base, whip, and cigarette lighter power cable	1	\$ 200.00	\$ 200.00
FC200SR Handheld, Super Raptor transceiver & Endpoint Link	1	\$ 4,400.00	\$ 4,400.00
Desk Dock, Serial Communications	1	\$ 195.00	\$ 195.00
Training, on site	1	incl.	
Credit for trade-in of Mobile Collector system	-1	\$ 2,000.00	\$ (2,000.00)
*Includes 1 year annual service contract with purchase This promotional offer is good for orders received through December 31, 2009			

Avail: Prox 3 weeks ARO
 F.O.B.: full freight allowed

Humboldt County 8.25%

Subtotal	\$ 12,545.00
Tax	1,034.96
Freight	-
Total	\$ 13,579.96

Remit to:
 National Meter & Automation, Inc.
 PO Box 5429
 Greenwood Village, CO 80155-5429

Customer Phone: 707-764-3541
 Customer Fax: 707-764-5480

Prices Subject to review after: December 31, 2009

THANK YOU FOR YOUR BUSINESS!