

A G E N D A
RIO DELL CITY COUNCIL
CLOSED SESSION - 5:30 P.M.
REGULAR MEETING - 6:30 P.M.
TUESDAY, MARCH 20, 2012
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. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED CLOSED SESSION AS FOLLOWS:

- 1) 2012/0320.01 - CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION:
Pursuant to Government Code Section 54956.9(a)
Name of Case: Steven and Sharon Wolff v. City of Rio Dell
Humboldt Superior Court Case No. CV120162

D. PUBLIC COMMENT REGARDING CLOSED SESSION

E. RECESS INTO CLOSED SESSION

F. RECONVENE INTO OPEN SESSION

G. ORAL ANNOUNCEMENTS

H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL

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. Please limit comments to a maximum of 5 minutes.

K. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the 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) 2012/0320.02 - Approve Minutes of the March 6, 2012 Regular Meeting (**ACTION**) 1

L. SPECIAL PRESENTATIONS

- 1) 2012/0320.03 - Mid-Year Budget Review & Proposed Amendments 8

M. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2012/0320.04 - Public Hearing on Unmet Transit Needs (**ACTION**) 13
- 3) 2012/0320.05 - Public Hearing Regarding Application for USDA Loan for the Purpose of Completing a Street Improvement Program 15

N. ORDINANCES/SPECIAL RESOLUTIONS

- 3) 2012/0320.05 - Discussion of Draft Ordinance No. 289-2012 Related to Election/Political Sign Regulations (**ACTION**) 16
- 4) 2012/0320.06 - Approve Resolution No. 1147-2012 USDA Authorized Representative Resolution (**ACTION**) 23

O. REPORTS/STAFF COMMUNICATIONS

- 1. City Manager
- 2. Chief of Police
- 3. Finance Director – Submittal of Check Register for January / February 2012 25

P. COUNCIL REPORTS/COMMUNICATIONS

Q. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED CLOSED SESSION AS FOLLOWS:

R. PUBLIC COMMENT REGARDING CLOSED SESSION

S. RECESS INTO CLOSED SESSION

T. RECONVENE INTO OPEN SESSION

U. ORAL ANNOUNCEMENTS

V. ADJOURNMENT

*The next Regular meeting will be on April 3, 2012
at 6:30 PM in the City Council Chambers*

**RIO DELL CITY COUNCIL
CLOSED SESSION
REGULAR MEETING
MARCH 6, 2012
MINUTES**

The Closed Session/Regular Meeting of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Leonard, Marks, Thompson and Wilson

Others Present: City Manager Henrickson, Chief of Police Hill, Water Superintendent Jensen, Wastewater Superintendent Chicora, Attorney Russ Gans (closed session only), and City Clerk Dunham

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

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Subdivision (b) of Section 54956.9: 2 potential cases – facts and circumstances not yet know to adverse party (Government Code Section 54956.9(b)(3)(A).)

Mayor Woodall announced the Council would be adjourning to closed session to discuss the above matter and asked for public comment. There being no public comment, the Council adjourned to closed session at 5:30 p.m.

The meeting reconvened at 6:30 p.m. Mayor Woodall announced there was no reportable action taken in closed session.

CEREMONIAL

Proclamation in Recognition of Girl Scouts Week March 11-17, 2012

Two Girl Scout troops were present to lead the flag salute and receive the proclamation in recognition of Girl Scouts Week March 11-17, 2012 in commemoration of the 100th anniversary of Girl Scouts of the USA.

PUBLIC PRESENTATIONS

None

CONSENT CALENDAR

MARCH 6, 2012 MINUTES
Page 2

Mayor Woodall announced the items to be approved on the consent calendar and asked the staff, the public and the Council members if there was anyone who wished to have any item removed from the consent calendar for separate discussion.

Motion was made by Leonard/Thompson to approve the consent calendar including approval of minutes of the February 21, 2012 regular meeting. Motion carried 4-0; 1 abstain (Marks).

SPECIAL PRESENTATIONS

Humboldt Waste Management Authority (HWMA) Discussion/Recommendation Related to Plastic Bag Ban Ordinance

Brent Whitener from Humboldt Waste Management Authority (HWMA) addressed the Council regarding the development of a model ordinance to prohibit certain retail establishments from distributing single use plastic and paper bags to their customers at the register or point of sale. He said HWMA does not have the authority to adopt or implement such an ordinance however, the Board directed him to develop a model ordinance to be used, all or in part, by the six member agencies in the JPA. He said once HWMA has completed drafting the model ordinance, they will pursue a qualified consultant to complete the required CEQA document. He further stated that part of his goal is to address the concerns of each of the jurisdictions by soliciting input from the respective communities.

Mr. Whitener presented a handout which included a matrix containing banned material types commonly affected by single use bag ban ordinances throughout California, and the location within a retail outlet at which the material is regulated. Also included in the handout was a matrix which described substituted material types commonly used to replace single use bags, where bags are available within a retail outlet, and the typical charge per bag.

He said he envisions developing broad language in the ordinance to allow for flexibility among the six agencies and stressed the need for public education in hopes of modifying common behavior.

Mayor Woodall asked what a "recyclable paper bag" is; Mr. Whitener explained the difference between that and a single use paper bag is that it would withstand 12-15 trips to the store.

Councilmember Thompson asked how it would affect the process with regard to disposal of the bag; Mr. Whitener said it would be accepted at any curbside recycling point and would in time break down in the waste stream.

Councilmember Marks stated that she represented the City on the HWMA Board at the time the Board voted to approve the drafting of the plastic bag ban ordinance and she said at the time there were no legal concerns, and no discussion regarding the cost associated with this activity. She said what is happening now is far beyond what was presented initially.

MARCH 6, 2012 MINUTES
Page 3

Councilmember Wilson pointed out that HWMA expects to spend between \$55,000 and \$100,000 on the preparation of necessary CEQA documents related to the ordinance.

Councilmember Marks suggested a better approach might be to postpone consideration of the ordinance until the various lawsuits brought against cities and counties that enacted such bans be resolved. She said she feels Rio Dell should not take on any legal responsibility at this point.

Mr. Whitener commented that HWMA's attorney is proceeding with caution and said as a member agency, HWMA can provide the City coverage.

City Manager Henrickson pointed out that legal cost could be enormous and it could take years to defend the ban if the appeal process went as far as the Supreme Court.

Mr. Whitener stated that it is important for HWMA to get input from each of the member agencies and agreed that the proposal to ban plastic bags must be weighed very carefully considering the possible legal risk. He said each community has the option to opt out of the program.

Councilmember Thompson asked why the process has to go through the JPA rather than the individual cities imposing bans as they see fit.

Discussion continued regarding the process for recycling plastics. Mr. Whitener noted that plastics are difficult to recycle and the problem is that currently it is estimated that only 5% of plastics are being recycled.

Councilmember Thompson suggested the idea of Cities supporting a program whereby vendors selling the plastics are required to take them back as with paint.

Councilmember Thompson suggested the Council schedule a study session to discuss the matter further.

Councilmember Wilson said he watched the Board of Supervisors meeting and they postponed action on the proposed plastic bag ban ordinance pending further study. He said he also toured the Eel River Disposal (ERD) facility and learned that they are processing plastic at a loss. He agreed there is a need for public education and training but to incur the expense now is premature.

Ayala Tacpai, a local resident said she noticed a hesitation in Mr. Whitener's voice in admitting to be an environmentalist. She suggested working at the grass roots level in educating the public and using the influence in the media to help get the message out.

MARCH 6, 2012 MINUTES

Page 4

Mr. Whitener stated he was very environmentally aware and a neutral party in this matter. He said his job is to merely bring the information to the member agencies and get input on the current impact plastic bags are having on the community; the types, sizes and numbers of retail stores within their jurisdiction; and a description of prohibited bags and alternative bag types being offered.

Councilmember Thompson stated it would be more beneficial to take the \$100,000 for the CEQA study, purchase reusable bags and give them out free of charge.

Motion was made by Wilson/Thompson to express the City Council's recommendation to HWMA to postpone any expenditure on formulation of a tiered model ordinance banning plastic bags until either statewide legislation is adopted or a clear legal precedent exists to support such a ban.

Councilmember Marks asked if this action will pose any legal issues to the City; City Manager Henrickson said the action will be forwarded to the HWMA Board; from there the action is up to them. He said he could see no legal ramifications derived from the motion.

Motion carried 5-0.

Video Presentation on Sewer Repair Patch Kit

Wastewater Superintendent Chicora presented a video representing before and after pictures of a recent sewer repair using a sewer repair patch kit along with the camera equipment on loan from the City of Fortuna.

City Manager Henrickson said this allows the City to identify leaks thus reducing I & I. (infill & infiltration) at a much lower cost.

Mayor Woodall asked how long the repair patches were designed to last; Wastewater Superintendent Chicora indicated they would outlast the sewer pipe itself.

Councilmember Marks questioned the cost of the kits; Chicora said the cost for one 8 inch repair kit was \$450.00; \$360.00 for a 6 inch repair kit. He said they will also needed was a camera system to locate the leaks which will save the City money by being able to do the work in house.

Mid-Year Budget Review and Proposed Amendments

City Manager Henrickson announced this item would be postponed until the next meeting as the Finance Director was ill.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Approve Award of Bid to Wahlund Construction, Inc./Sequoia Construction Specialties, Joint Venture (Wahlund) for the Wastewater Treatment Plant Upgrade and Disposal Project and Authorize the City Manager to Execute the Contract Documents

MARCH 6, 2012 MINUTES

Page 5

City Manager Henrickson stated back in August, 2011, the City received five bids for construction of the Wastewater Treatment Plant Upgrade and Disposal Project. The apparent low bidder was Mercer Fraser Co. however upon review of the bids, it was determined that the bid forms were not complete and as a result, the bid was rejected as non-responsive. A second RFP went out and Mercer Fraser Co. once again came in with the lowest apparent bid followed by the second lowest bid received from Wahlund Construction. The bid from Mercer Fraser was rejected based on information received from the State Water Resources Control Board, the City Engineer and legal counsel. As a result of the rejection of bid, two lawsuits were filed against the City; both of which have been dismissed. He said the City is now in the position to award the bid to Wahlund Construction, Inc./Sequoia Construction Specialties.

Motion was made by Leonard/Wilson to approve the award of bid to the lowest responsive and responsible bidder, Wahlund Construction Inc./Sequoia Construction Specialties, Joint Venture (Wahlund) and authorize the City Manager to execute contract documents. Motion carried 5-0.

Approve Laco Associates Service Agreement for Construction Testing and Inspection for Wastewater Project 2 in an Amount not to Exceed \$41,030.25 and Authorize the City Manager to Execute the Agreement

City Manager Henrickson stated in anticipation of awarding the construction contract for the Wastewater Treatment Plant and Disposal Project, the City solicited bids for testing and inspection services. He said two proposals were received: LACO Associates and SHN Engineering. After review of the proposals, it was recommended that the City enter into an agreement with LACO Associates.

Motion was made by Thompson/Leonard to approve LACO Associates Engineering Service Agreement for Construction Testing and Inspection in an amount not to exceed \$41,030.25 and authorize the City Manager to execute the agreement. Motion carried 5-0.

ORDINANCES/SPECIAL RESOLUTIONS

Discussion of Draft Ordinance No. 288-2012 Cross Connection Control Regulations

Water Superintendent Jensen stated the draft Cross Connection Control Ordinance was presented to the Council at the February 21st meeting and said staff is prepared to answer any questions or concerns regarding the draft ordinance.

Councilmember Leonard commented that he currently has a well that is not connected to anything and asked if it would be subject to the installation of a backflow prevention device; Water Superintendent Jensen said that it would be required to prevent any potential contamination to the City's drinking water system.

City Manager Henrickson stated these provisions are regulated by the State of California.

MARCH 6, 2012 MINUTES
Page 6

Conduct Second Reading (by title only) and Approve Ordinance No. 286-2012 Approving General Sewer Use Regulations and Rates

Wastewater Superintendent Chicora stated the ordinance was introduced on February 7, 2012 and is back for further discussion and adoption. He explained the proposed ordinance includes new pre-treatment guidelines and a FOG (fats, oils and grease) policy to allow staff to inspect businesses and educate them about the disposal of oil and grease properly. He said another change is related to a sewer deposit increase to \$200.00 for owners as well as non-owners which is scheduled to go into effect on May 1, 2012.

A public hearing was opened at 7:45 p.m. to receive public input on the proposed ordinance.

Deborah Bare asked the Council to consider eliminating any scheduled increases in water and sewer rates for the upcoming year and to consider adopting a policy which allows water/sewer deposits to be returned to customers after one year of establishing a good payment record.

There being further public comment, the public hearing closed at 7:47 p.m.

Councilmember Wilson referred to pages 105-107 of the packet regarding the deletion of sewer rates and charges and said he didn't see where the new charges were included; Wastewater Superintendent Chicora stated the rates will be established by resolution.

Motion was made by Thompson/Leonard to conduct second reading (by title only) and approve Ordinance No. 286-2012 *Approving General Sewer Use Regulations and Rates*. Motion carried 5-0

REPORTS/STAFF COMMUNICATIONS

Staff members present stated they had nothing further to report.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Thompson asked that an item be placed on a future agenda regarding the issue of vendors accepting the return of plastic bags.

Councilmember Leonard reported the Executive Director for the Redwood Region Economic Development Commission (RREDC) resigned so the board was beginning recruitment of a new director.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:50 p.m. to the March 20, 2012 regular meeting.

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

675 Wildwood Avenue
Rio Dell, CA 95562



STAFF REPORT

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: March 20, 2012

SUBJECT: Citywide Operations and Capital Budget Variance Report and Combined Balance Sheet for the Period Ending December 31, 2012 and Mid-Year Budget Review

RECOMMENDATION

Receive and File

BACKGROUND AND DISCUSSION

Attached are both Citywide Operations and Capital Budget Variance Report and the Combined Balance Sheet for the Period Ending December 31, 2011.

The presentation will include a review of the mid-year budget variance report as well as proposed amendments.

**City of Rio Dell
Budget Variance Report
by Fund Group
Period Ending 12/31/2011**

Fund	YTD			YTD			YTD			YTD		
	2010-2011	2010-2011	2010-2011	2010-2011	2010-2011	2010-2011	2010-2011	2010-2011	2010-2011	2010-2011	2010-2011	
	Revenue Budget	Revenue Budget	Revenue Actual	Variance	%	Expenditure Budget	Expenditure Budget	Expenditure Budget	Expenditure Actual	Variance	%	
General Fund	\$ 830,561	\$ 830,561	\$ 138,276	\$ (692,285)	17%	\$ 897,621	\$ 906,436	\$ 397,603	\$ 508,833	\$ 44%	44%	
Streets Funds	\$ 182,550	\$ 182,550	\$ 99,538	\$ (83,012)	55%	\$ 182,613	\$ 200,013	\$ 97,389	\$ 102,624	\$ 49%	49%	
Sewer Funds	\$ 1,162,214	\$ 1,162,214	\$ 630,743	\$ (531,471)	54%	\$ 1,206,876	\$ 1,342,476	\$ 534,964	\$ 807,512	\$ 40%	40%	
Special Revenue Funds	\$ 35,695	\$ 35,695	\$ 62,548	\$ 26,853	175%	\$ 31,617	\$ 33,067	\$ 92,117	\$ (59,050)	\$ 279%	279%	
Water Funds	\$ 651,112	\$ 651,112	\$ 365,395	\$ (285,717)	56%	\$ 712,062	\$ 719,062	\$ 403,833	\$ 315,229	\$ 56%	56%	
Total	\$ 2,862,132	\$ 2,862,132	\$ 1,296,500	\$ (1,565,632)	45%	\$ 3,030,789	\$ 3,201,054	\$ 1,525,906	\$ 1,675,148	48%	48%	

* The budget figures presented represent all financial activity through the period ending 12/31/2011, which is equivalent to 50% of the year, or Two quarter periods.

Citywide Budget Highlights

As of 12/31/2011 the City has received 45% of anticipated annual operations revenues, and expended 48% of operations funds appropriated. At this time both revenues and expenditures are relatively proportionate to one another as well as to the fiscal period for which we are ending.

General Fund Highlights

General Fund revenues received to date represent 17% of anticipated annual operations revenue for the fund. Revenue to date continues to be proportionately low as it relates to the bi-annual property tax disbursements from the County. The next large disbursement will be recorded in April and reflected in the next quarterly report. In comparison to data from the prior year, building permit activities have decreased. We will continue to watch building trends and the potential affect it may have on the revenue budget. The City received an unanticipated dividend from the Small Cities Organized Risk Effort (SCORE) JPA totaling just over \$19k. We are requesting an amendment to incorporate these funds into the current year budget. At this time both General fund revenues and expenditures are on target with projections, and there will likely be no recommendation for augmentation of the original budget projections.

Streets Fund Highlights

Streets revenue received to date represent 55% of annual projections, and 49% of funds appropriated. Revenues and Expenditures to date are on track with the City's projections. We are requesting a revenue budget amendment for \$1k to record the City's SCORE JPA dividend.

Sewer Fund Highlights

The City has received 54% of budgeted sewer funds to date, and expended 40% of funds appropriated. We will be requesting a revenue budget amendment to incorporate unanticipated SCORE JPA dividends in the amount of \$38k into the budget. Late fees are slightly higher than originally projected and continue to steadily increase.

Special Revenue Fund Highlights

The State of California approved funding for the statewide COPS/ CHRP Program which the City did not include in its original operating budget. Receipt of the unanticipated funding has affected the revenue budget which reflects receipts at 175% of revenue budgeted for the year. We are requesting a revenue budget amendment in the amount of \$84k to reflect the additional receipts. Expenditures to date are reported at 279% of funds budgeted, as all of the expenditures associated with the COPS/CHRP funding have been recorded in this fund category. We are requesting an expenditure budget amendment of \$84k to address the variance. The City also received an unanticipated one time grant from the Humboldt Waste Management Authority in the amount of \$6k. We are also requesting a revenue budget amendment to reflect these receipts.

Water Fund Highlights

Water Fund revenues are reported at only 44% of anticipated receipts. Water consumption is down which is likely the result of intentional conservation by utility billing customers. We will continue to monitor consumption and the potential affects they may have on the budget. We are requesting a budget amendment in the amount of \$33k to adjust the variance created by unanticipated SCORE JPA dividends. Water Fund expenditures to date represent 56% of projections, which is slightly higher than we would have anticipated. During the current year the water system has generated more maintenance costs than prior years which has resulted in increased operating expenditures for the first two quarters. We will continue to monitor expenditure activity and the potential affect on the City's budget.

**City of Rio Dell
Budget Variance Report
by Department
Period Ending 12/31/2011**

Department	YTD 2011-2012 Budget	YTD 2011-2012 Revised Budget	YTD 2011-2012 Actual	Variance	Percentage
Operating Budget					
Revenue	\$ 2,203,406	\$ 2,203,406	\$ 987,156	\$ (1,216,250)	45%
Bad Debt	\$ -	\$ -	\$ 7,400	\$ 7,400	
City Manager	\$ 259,318	\$ 259,318	\$ 105,264	\$ (154,054)	41%
Finance Department	\$ 379,481	\$ 379,481	\$ 170,992	\$ (208,489)	45%
Recycling Department	\$ 13,128	\$ 14,578	\$ 7,335	\$ (7,243)	50%
General Government Department	\$ -	\$ -	\$ -	\$ -	0%
Police Department	\$ 552,349	\$ 552,349	\$ 286,897	\$ (265,452)	52%
Public Works Department	\$ 823,765	\$ 823,765	\$ 461,127	\$ (362,638)	56%
Planning Department	\$ 136,834	\$ 136,834	\$ 63,065	\$ (73,769)	46%
Building Department	\$ 55,394	\$ 55,394	\$ 20,182	\$ (35,212)	36%
City Council	\$ 4,100	\$ 4,100	\$ 674	\$ (3,426)	16%
Expenditure Subtotal	\$ 2,224,369	\$ 2,225,819	\$ 1,122,936	\$ (1,102,883)	50%
Net Revenue in Excess of Expenditures	\$ (20,963)	\$ (22,413)	\$ (135,780)	\$ (113,367)	
Capital Budget					
Revenue	\$ 658,725	\$ 658,725	\$ 309,344	\$ (349,381)	47%
Expenditures	\$ 806,420	\$ 975,235	\$ 402,967	\$ (572,268)	41%
Net Revenue in Excess of Expenditures	\$ (147,695)	\$ (316,510)	\$ (93,623)		

**City of Rio Dell
Budget Variance Report
by Fund Group
Period Ending 12/31/2011**

Fund	YTD 2010-2011		YTD 2010-2011		Variance	%	YTD 2010-2011		YTD 2010-2011		Variance	%
	Revenue Budget	Revenue Budget	Revenue Actual	Revenue Actual			Expenditure Budget	Expenditure Budget	Expenditure Actual	Expenditure Actual		
General Fund	\$ 830,561	\$ 830,561	\$ 138,276	\$ 138,276	\$ (692,285)	17%	\$ 897,621	\$ 906,436	\$ 397,603	\$ 397,603	\$ 508,833	44%
Streets Funds	\$ 182,550	\$ 182,550	\$ 99,538	\$ 99,538	\$ (83,012)	55%	\$ 182,613	\$ 200,013	\$ 97,389	\$ 97,389	\$ 102,624	49%
Sewer Funds	\$ 1,162,214	\$ 1,162,214	\$ 630,743	\$ 630,743	\$ (531,471)	54%	\$ 1,206,876	\$ 1,342,476	\$ 534,964	\$ 534,964	\$ 807,512	40%
Special Revenue Funds	\$ 35,695	\$ 35,695	\$ 62,548	\$ 62,548	\$ 26,853	175%	\$ 31,617	\$ 33,067	\$ 92,117	\$ 92,117	\$ (59,050)	279%
Water Funds	\$ 651,112	\$ 651,112	\$ 365,395	\$ 365,395	\$ (285,717)	56%	\$ 712,062	\$ 719,062	\$ 403,833	\$ 403,833	\$ 315,229	56%
Total	\$ 2,862,132	\$ 2,862,132	\$ 1,296,500	\$ 1,296,500	\$ (1,565,632)	45%	\$ 3,030,789	\$ 3,201,054	\$ 1,525,906	\$ 1,525,906	\$ 1,675,148	48%

* The budget figures presented represent all financial activity through the period ending 12/31/2011, which is equivalent to 50% of the year, or Two quarter periods.

Citywide Budget Highlights

As of 12/31/2011 the City has received 45% of anticipated annual operations revenues, and expended 48% of operations funds appropriated. At this time both revenues and expenditures are relatively proportionate to one another as well as to the fiscal period for which we are ending.

General Fund Highlights

General Fund revenues received to date represent 17% of anticipated annual operations revenue for the fund. Revenue to date continues to be proportionately low as it relates to the bi-annual property tax disbursements from the County. The next large disbursement will be recorded in April and reflected in the next quarterly report. In comparison to data from the prior year, building permit activities have decreased. We will continue to watch building trends and the potential affect it may have on the revenue budget. The City received an unanticipated dividend from the Small Cities Organized Risk Effort (SCORE) JPA totaling just over \$19k. We are requesting an amendment to incorporate these funds into the current year budget. At this time both General fund revenues and expenditures are on target with projections, and there will likely be no recommendation for augmentation of the original budget projections.

Streets Fund Highlights

Streets revenue received to date represent 55% of annual projections, and 49% of funds appropriated. Revenues and Expenditures to date are on track with the City's projections. We are requesting a revenue budget amendment for \$1k to record the City's SCORE JPA dividend.

Sewer Fund Highlights

The City has received 54% of budgeted sewer funds to date, and expended 40% of funds appropriated. We will be requesting a revenue budget amendment to incorporate unanticipated SCORE JPA dividends in the amount of \$38k into the budget. Late fees are slightly higher than originally projected and continue to steadily increase.

Special Revenue Fund Highlights

The State of California approved funding for the statewide COPS/ CHRP Program which the City did not include in its original operating budget. Receipt of the unanticipated funding has affected the revenue budget which reflects receipts at 175% of revenue budgeted for the year. We are requesting a revenue budget amendment in the amount of \$84k to reflect the additional receipts. Expenditures to date are reported at 279% of funds budgeted, as all of the expenditures associated with the COPS/CHRP funding have been recorded in this fund category. We are requesting an expenditure budget amendment of \$84k to address the variance. The City also received an unanticipated one time grant from the Humboldt Waste Management Authority in the amount of \$6k. We are also requesting a revenue budget amendment to reflect these receipts.

Water Fund Highlights

Water Fund revenues are reported at only 44% of anticipated receipts. Water consumption is down which is likely the result of intentional conservation by utility billing customers. We will continue to monitor consumption and the potential affects they may have on the budget. We are requesting a budget amendment in the amount of \$33k to adjust the variance created by unanticipated SCORE JPA dividends. Water Fund expenditures to date represent 56% of projections, which is slightly higher than we would have anticipated. During the current year the water system has generated more maintenance costs than prior years which has resulted in increased operating expenditures for the first two quarters. We will continue to monitor expenditure activity and the potential affect on the City's budget.

**City of Rio Dell
 Combined Balance Sheet with All Funds
 December 31, 2011**

	Balance
Assets and Other Debits	
Cash & Cash Equivalents	869,774.73
Cash Held in Trust	0.00
Investments	0.00
Receivables: Assessments	180,000.00
Accounts Receivable	193,156.32
Accrued Interest	0.00
Intergovernment	0.00
Notes Receivable	1,340,443.11
Due From Other Funds	0.00
Inventory	0.00
Prepaid Items	2,193.62
Grants Receivable	116,229.89
Infrastructure, Property, Machinery & Equipment	13,363,878.43
Amount for Long-Term Debt	<u>0.00</u>
Total Assets	<u><u>16,065,676.10</u></u>
Liabilities	
Accounts Payable	116,644.76
Accrued Payroll, Taxes, & Comp	47,111.78
Deferred Revenue	1,335,600.18
Interest Payable	0.00
Deposits Payable	27,179.19
Retainage Payable	0.00
Due To Other Funds	0.00
Assessment Bonds Payable	180,000.00
Notes Payable, Net	2,380,000.00
Capital Leases Payable	44,896.14
Compensated Absences Payable	16,051.01
Settlement Payable	<u>0.00</u>
Total Liabilities	4,147,483.06
Fund Balances-Beginning	11,383,769.31
Excess Revenue over (under) Expense	<u>(122,552.45)</u>
Total Fund Balance	<u><u>11,261,216.86</u></u>
Total Liabilities and Fund Balance	<u><u>15,408,699.92</u></u>

*675 Wildwood Avenue
Rio Dell, CA 95562*



TO: Mayor and Members of the City Council

FROM: Ron Henrickson, City Manager

THROUGH: Karen Dunham, City Clerk

DATE: March 20, 2012

SUBJECT: Unmet Transit Needs Public Hearing

RECOMMENDATION

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

BACKGROUND AND DISCUSSION

Each spring the Humboldt County Association of Governments (HCOAG), as the Regional Transportation Planning Agency (RTPA) conducts a citizen participation process to assess unmet transit needs within Humboldt County. This annual "unmet transit needs" process helps HCOAG properly apply funds provided by the Transportation Development Act. HCOAG will hold a public hearing for community members to express any unmet needs they have for specific public transit and paratransit service.

In addition to the County unmet transit needs hearing, HCOAG recommends each entity conduct a separate hearing to receive comments specific to their jurisdiction. Any public comments made at the local meeting will be sent to HCOAG and included in the Unmet Needs Report of Findings.



NOTICE OF PUBLIC HEARING

Notice is hereby given that the Rio Dell City Council will hold a Public Hearing on **Tuesday, April 3, 2012 at 6:30 P.M.** or soon thereafter, in the City Hall Council Chambers at Rio Dell City Hall, 675 Wildwood Avenue, Rio Dell, California.

THE PURPOSE OF THE PUBLIC HEARING WILL BE TO DISCUSS:

1) UNMET TRANSIT NEEDS

The Public Hearing will give citizens the opportunity to make their comments known. If you are unable to attend the Public Hearing, you may direct your written comments to the City Clerk, City of Rio Dell, 675 Wildwood Avenue, Rio Dell, CA 95562 or you may call City Hall staff at (707) 764-3532.

All members of the community are encouraged to attend.

Karen Dunham, City Clerk
Posted 3-9-12



675 Wildwood Avenue

Rio Dell, CA 95562

(707) 764-3532

TO: Honorable Rio Dell City Council
FROM: Ron Henrickson, City Manager *RH*
DATE: March 20, 2012
SUBJECT: Public Hearing Regarding Cities Intent to Apply for a USDA Loan for the Purpose of Completing a Street Improvement Program

Council Action:

Conduct a public hearing.

Background:

The City of Rio Dell is proposing to apply for United States Department of Agriculture (USDA) funding in the amount of two million dollars for the purpose of completing a street improvement project (Project). The Project would resurface about 11.5 miles of City streets with either an asphalt over lay or a slurry seal-coat. The total cost of the Project is about \$2,825,000 with the City contributing about \$825,000 from both street reserves and general fund reserves. The USDA funding is proposed to be repaid by a city wide assessment on all properties over a 15 year period. In order to assess property a ballot measure will appear on the June 5, 2012 primary election ballot and requires 2/3rds of the voters to approve the measure.

The public is encouraged to offer comments regarding the Project and USDA funding application. Additional public meetings regarding the Project will be held in April and May to inform property owners of the specific assessment anticipated for their property.

City Manager recommendation: Conduct the public hearing.

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



For Meeting of: March 20, 2011

To: City Council
From: Kevin Caldwell, Community Development Director
Through: Ron Henrickson, City Manager
Date: March 5, 2012
Subject: Election/Political Sign Regulations

Recommendation:

That the City Council & Planning Commission:

1. Discuss political sign regulations.
2. Direct staff to amend the City sign regulations to address political signs.

Background and Discussion

Every year the City is contacted regarding election or political sign regulations. However, the City does not have specific regulations regarding election or political signs. The City's of Arcata, Eureka and Fortuna have adopted political sign regulations. These regulations control the size, location and timing of the placement and removal of the signs.

City	Size	# of Days Before Election	# of Days After Election
Arcata	12 square feet in Residential Zones	No more than 60 calendar days prior to the election.	No more than 10 calendar days after the election.
	32 square feet in non-residential zones		
Eureka	16 square feet	No more than 90 calendar days prior to the election.	No more than 10 calendar days after the election.
Fortuna	4 square feet	No more than 30 calendar days prior to the election.	No more than 10 calendar days after the election.

In addition to the size, location and the timing of the placement and removal of the signs, a number of jurisdictions have the following policies/regulations regarding election/political signs:

- Property owner must consent to the placement of the sign;
- Signs may not be placed within 15 feet of any fire hydrant, street sign or traffic signal, or interfere with, confuse, obstruct or mislead traffic;
- Signs may not be placed within a public right of way;
- No sign may be placed on private property without the consent of the property owner;
- Limit the total number of signs to no more than 4 signs total;
- Homeowners are allowed to place political signs in the windows of their property.

Staff has prepared and attached a draft Ordinance that is open for discussion and revision. Staff is recommending that signs be limited to 4 square feet and that no more than 4 signs shall be allowed on any one parcel. Staff is also recommending that the signs not be illuminated, including motion and/or flashing lights. In addition, staff is recommending that if a sign is not removed within the adopted time frame, the sign will be removed by City staff at the expense of the political candidate or organization involved.

Attachments:

1. **Existing and Proposed Sign Regulations**
2. **Draft Ordinance No. 289-2012 amending sign regulations, Section 17.30.260 of the Rio Dell Municipal Code.**

RIO DELL MUNICIPAL CODE



17.30.260 Signs and nameplates.

(1) On-Site Signs. Nameplates (which shall be limited to a statement of the name, address and occupational designation of the occupant) and signs shall be permitted in conformity with the following regulations:

(a) One nameplate, not illuminated, appurtenant to any permitted use, not exceeding two square feet shall be permitted in urban residential, suburban residential or suburban zones, and not exceeding four square feet shall be permitted in all other zones.

(b) One sign, not illuminated, to advertise the sale of property on which it is displayed and not exceeding six square feet shall be permitted in any zone; not exceeding 15 square feet shall be permitted in any CC, NC, or TC zone.

(c) Signs, not illuminated and not exceeding 100 square feet in aggregate, to advertise the sale of lots in the subdivision in which they are displayed shall be permitted with a use permit in any zone.

(d) Signs, not illuminated, appurtenant to any permitted use, not over 75 square feet in the aggregate and divided into not more than three single or double signs shall be permitted with a use permit in any zone except urban residential, suburban residential, or suburban zones.

(e) Signs, appurtenant to any permitted use and not to exceed three square feet per front foot of the site on which it is displayed; provided, that any site shall be permitted at least 50 square feet, but in no case more than 300 square feet, and divided into not more than six single- or double-faced signs, shall be permitted in any CC zone.

(f) Traffic or other municipal signs, legal notices, railroad crossing signs, public telephone signs, signs placed by a public utility showing the location of underground facilities, danger and such temporary, emergency or non-advertising signs as may be approved by the City Council shall be permitted in all districts without the necessity of obtaining a use permit.

(g) No permit for any sign shall be issued and no sign shall be constructed or maintained which does not comply with all provisions of this title or which has less horizontal or vertical clearance from communications lines and energized electrical power lines than that prescribed by the laws of the State of California or rules and regulations duly promulgated by agencies thereof.

(2) Off-Site Signs. No sign advertising a commercial good, product or service which is located on a different lot or parcel of land from which the commercial advertiser's place of business is located shall be permitted, except with a use permit. Limited temporary off-site signs providing location and other information relating to local events and activities shall be permitted if installed with the permission of the property owner. [Ord. 252 § 6.18, 2004.]

(3) Election Campaign Signs. Temporary campaign signs relating to federal, state, county, city, school district, special district, or other governmental agency elections are permitted in all zones subject to the following regulations:

(a) Signs may be displayed up to 60 days before a scheduled election and must be removed within 10 days after the election;

(b) Signs shall be limited to 4 square feet and 48 inches in height. No more than 4 signs shall be allowed on any one parcel;

(c) No sign may be placed on private property without the consent of the property owner.

(d) Signs must be freestanding and are not permitted on street signs, trees, shrubs, bus stops, power poles, utility cabinets or other public appurtenances;

(e) Signs may not be placed within 15 feet of any fire hydrant, street sign or traffic signal, or interfere with, confuse, obstruct or mislead traffic;

(f) Signs may not be placed within a public right of way, nor within 25 feet of an intersection and no closer than 6 feet from the curb. Where no curb exists, signs shall be at least 10 feet from the edge of the pavement;

(g) Homeowners are allowed to place political signs in the windows of their property;

(h) Signs may not be illuminated, including motion and/or flashing lights, but may be placed where existing lighting may permit them to be seen at night.

ORDINANCE NO. 289 - 2012

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AMENDING SIGN REGULATIONS,
SECTION 17.30.260 OF THE RIO DELL MUNICIPAL CODE:

THE CITY COUNCIL OF THE CITY OF RIO DELL DOES ORDAIN AS FOLLOWS:

WHEREAS the City's sign regulations, Section 17.30.260 of the Rio Dell Municipal Code do not contain provisions regarding the placement of political or election signs; and

WHEREAS the City is annually contacted by the public regarding the placement of political or election signs; and

WHEREAS many jurisdictions have regulations controlling the placement of political and election signs; and

WHEREAS staff is recommending that the City adopt regulations regarding political and election signs; and

WHEREAS the City has reviewed and processed the proposed amendment in conformance with Sections 65350 – 65362 of the California Government Code; and

WHEREAS the City has reviewed and processed the proposed amendment in conformance with Section 17.30.010 of the City of Rio Dell Municipal Code; and

WHEREAS the City finds that based on evidence on file and presented in the staff report that the proposed amendment is deemed to be in the public interest; and

WHEREAS the City finds that based on evidence on file and presented in the staff report that the proposed amendment is consistent and compatible with a comprehensive view of the General Plan and any implementation programs that may be affected; and

WHEREAS the City finds that based on evidence on file and presented in the staff report that the potential impacts of the proposed amendment has been assessed and have been determined not to be detrimental to the public health, safety, or welfare; and

WHEREAS the proposed amendment has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA); and

WHEREAS the City has determined that the establishment of sign regulation regarding the placement of political and election signs is Statutorily Exempt pursuant to Section 15061(b) (3) of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

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

Section 1. Blue, underlined text is the new regulations.

17.30.260 Signs and nameplates.

(1) On-Site Signs. Nameplates (which shall be limited to a statement of the name, address and occupational designation of the occupant) and signs shall be permitted in conformity with the following regulations:

(a) One nameplate, not illuminated, appurtenant to any permitted use, not exceeding two square feet shall be permitted in urban residential, suburban residential, or suburban zones, and not exceeding four square feet shall be permitted in all other zones.

(b) One sign, not illuminated, to advertise the sale of property on which it is displayed and not exceeding six square feet shall be permitted in any zone; not exceeding 15 square feet shall be permitted in any CC, NC, or TC zone.

(c) Signs, not illuminated and not exceeding 100 square feet in aggregate, to advertise the sale of lots in the subdivision in which they are displayed shall be permitted with a use permit in any zone.

(d) Signs, not illuminated, appurtenant to any permitted use, not over 75 square feet in the aggregate and divided into not more than three single or double signs shall be permitted with a use permit in any zone except urban residential, suburban residential, or suburban zones.

(e) Signs, appurtenant to any permitted use and not to exceed three square feet per front foot of the site on which it is displayed; provided, that any site shall be permitted at least 50 square feet, but in no case more than 300 square feet, and divided into not more than six single- or double-faced signs, shall be permitted in any CC zone.

(f) Traffic or other municipal signs, legal notices, railroad crossing signs, public telephone signs, signs placed by a public utility showing the location of underground facilities, danger and such temporary, emergency or non-advertising signs as may be approved by the City Council shall be permitted in all districts without the necessity of obtaining a use permit.

(g) No permit for any sign shall be issued and no sign shall be constructed or maintained which does not comply with all provisions of this title or which has less horizontal or vertical clearance from communications lines and energized electrical power lines than that prescribed by the laws of the State of California or rules and regulations duly promulgated by agencies thereof.

(2) Off-Site Signs. No sign advertising a commercial good, product or service which is located on a different lot or parcel of land from which the commercial advertiser's place of business is located shall be permitted, except with a use permit. Limited temporary off-site signs providing location and other information relating to local events and activities shall be permitted if installed with the permission of the property owner. [Ord. 252 § 6.18, 2004.]

(3) Election Campaign Signs. Temporary campaign signs relating to federal, state, county, city, school district, special district, or other governmental agency elections are permitted in all zones subject to the following regulations:

(a) Signs may be displayed up to 60 days before a scheduled election and must be removed within 10 days after the election;

(b) Signs shall be limited to 4 square feet and 48 inches in height. No more than 4 signs shall be allowed on any one parcel;

(c) No sign may be placed on private property without the consent of the property owner.

(d) Signs must be freestanding and are not permitted on street signs, trees, shrubs, bus stops, power poles, utility cabinets or other public appurtenances;

(e) Signs may not be placed within 15 feet of any fire hydrant, street sign or traffic signal, or interfere with, confuse, obstruct or mislead traffic;

(f) Signs may not be placed within a public right of way, nor within 25 feet of an intersection and no closer than 6 feet from the curb. Where no curb exists, signs shall be at least 10 feet from the edge of the pavement;

(g) Homeowners are allowed to place political signs in the windows of their property;

(h) Signs may not be illuminated, including motion and/or flashing lights, but may be placed where existing lighting may permit them to be seen at night.

Section 2. Severability

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

Section 3. Limitation of Actions

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

Section 4. Effective Date

This ordinance becomes effective thirty (30) days after the date of its approval and adoption.

I HEREBY CERTIFY that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on April 3, 2012 and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the 17th day of April 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Julie Woodall, Mayor

ATTEST:

Karen Dunham, City Clerk

675 Wildwood Ave.
Rio Dell, CA 95562



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA**

TO: Mayor and Members of the City Council
THROUGH: Ron Henrickson, Interim City Manager
FROM: Stephanie Beauchaine, Finance Director
DATE: March 20, 2012
SUBJECT: USDA Authorized Representatives

RECOMMENDATION

The Council approves Resolution No. 1147-2012 USDA Authorized Representatives.

BUDGETARY IMPACT

None

BACKGROUND AND DISCUSSION

The City will be submitting a funding application to the United States Department of Agriculture (USDA) for the proposed Citywide Street Assessment Improvement Project.

Staff is proposing the City Manager and Finance Director be authorized by the Council to sign, and amend the application, and agreement as necessary on behalf of the City. The attached Resolution designates that authority to the Finance Director and City Manager.

RESOLUTION NO. 1147-2012

USDA AUTHORIZED REPRESENTATIVE RESOLUTION

WHEREAS, the City Council of the City of Rio Dell resolves that the City Manager or Finance Director are hereby authorized and directed to sign and file, for and on behalf of the City of Rio Dell, a USDA Funding Application to fund the proposed Citywide Street Assessment Improvement Project; and

WHEREAS, the City of Rio Dell hereby agrees and further does authorize the aforementioned representatives or his/her designee to certify that the Agency has and will comply with all applicable state and/or federal assistance received from the USDA; and

WHEREAS, the City Manager or Finance Director of the City of Rio Dell is hereby authorized to negotiate and execute a financial assistance agreement from the USDA and any amendments or change orders thereto and certify financing agreement disbursements on behalf of the City of Rio Dell; and

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Rio Dell does hereby authorize and direct the City Manager or Finance Director to sign and file, for and on behalf of the City of Rio Dell, a Funding Application for financing from the USDA for the planning, design, and construction of the Street Assessment Improvement Project.

I HEREBY CERTIFY that the foregoing Resolution was duly introduced, passed and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the 20th day of March, 2012 by the following vote:

AYES:

NOES: None

ABSENT: None

ABSTAIN: None

Julie Woodall, Mayor

ATTEST:

Karen Dunham, City Clerk

*675 Wildwood Avenue
Rio Dell, CA 95562*



STAFF REPORT

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: March 15, 2012

SUBJECT: Check Register for the Months Ending January and February 2012

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

Please find attached the Check Register for the Months Ending January and February 2012 as requested.

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
-------	------	--------	-------------	-----------------

Report Criteria... 3/15/2012 @ 3:56 PM

Form: Check Listing-Council - Check Listing for City Council Meeting
Sort By: Lookup
Activity Date: From: 1/01/2012 To: 1/31/2012

26

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0000031	1/12/2012	[0576] 101 AUTO PARTS	SAFETY GLOVES CLEANING SUPPLIES PARTS FOR 1994 FORD F350 ANTIFREEZE WATER OUTLET 94 FORD ACCESSORY	160.91
0000032	1/12/2012	[1134] JACK THOMPSON	MILEAGE REIMBURSEMENT	84.90
0000002	1/06/2012	[1576] CARLA RALSTON	MILEAGE REIMBURSEMENT	71.40
0000066	1/26/2012	[2202] JOSHUA S WIENER	PER DIEM FOR POST TRAINING	585.00
0000067	1/26/2012	[2237] BANK OF AMERICA BUSINESS CARD	SAFECART SOFTWARE - PD SESAMEE KEYLESS PADLOCKS X 12 COMMAND CONCEPTS HAMPTON INN & SUITE BILLING FOR 12/9/11 THRU 1/8/12 - GO TO MY PC	902.29
0000033	1/12/2012	[2247] ANTHEM BLUE CROSS	HEALTH CARE COVERAGE FOR 2/1/2012 TO 3/1/2012	11,523.00
0000003	1/06/2012	[2273] CALIFORNIA RURAL WATER ASSOCIATION	MEMBERSHIP DUES 2/2012 TO 2/2013	564.00
0000034	1/12/2012	[2277] CAMPTON ELECTRIC SUPPLY	LIGHTS FOR CITY HALL PARKING LOT	263.44
0000004	1/06/2012	[2283] COASTAL BUSINESS SYSTEMS	MAINTENANCE / YEARLY CONTRACT FEE	954.02
0000005	1/06/2012	[2285] CC MARKET (1)	DECEMBER BIRTHDAY CAKE	30.49
0000035	1/12/2012	[2285] CC MARKET (1)	BLEACH ICE FOR SHIPPING LAB SAMPLES ICE FOR SHIPPING SAMPLES	16.93
0000068	1/26/2012	[2285] CC MARKET (1)	CREAMER - CITY HALL CAKE & ICE CREAM FOR JANUARY CRUSHED ICE CRUSHED ICE CRUSHED ICE	49.91
0000036	1/12/2012	[2293] CITY OF FORTUNA	JANUARY DISPATCH LABORATORY FOR WASTEWATER TREATMENT SAMPLES	3,487.00
0000037	1/12/2012	[2302] CLYDE'S TOWING, INC.	TOWING TOWING TOWING	450.00
0000001	1/06/2012	[2303] COAST CENTRAL CREDIT UNION	PD DUES FOR PPE 12/30/2011	120.00
0000069	1/26/2012	[2303] COAST CENTRAL CREDIT UNION	PD DUES FOR PPE 01/13/2012	120.00
0000038	1/12/2012	[2345] DEPARTMENT OF HEALTH SERVICES OCP	APPLICATION FOR WATER TREATMENT OP CERT - RAN APPLICATION FOR WATER TREATMENT OP CERT - RIC	240.00
0000070	1/26/2012	[2356] DOWNEY BRAND LLP	PROFESSIONAL SERVICES	3,017.65
0000039	1/12/2012	[2366] EEL RIVER DISPOSAL	SLUDGE BIN	475.10
0000071	1/26/2012	[2366] EEL RIVER DISPOSAL	SLUDGE BIN	719.78
0000040	1/12/2012	[2383] EUREKA OXYGEN CO.	CYLINDER RENTAL	29.20
0000041	1/12/2012	[2385] EUREKA READYMIX	CONCRETE BLOCKS FOR SLUDGE BUILDING	160.88

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0000006	1/06/2012	[2386] EUREKA RUBBER STAMP CO.	3 NAME PLATES	44.64
0000042	1/12/2012	[2393] FASTENAL COMPANY	SCREWS/MISC	486.71
0000043	1/12/2012	[2394] FEDEX	HOSE CLAMPS	
			WWTP LAB SAMPLE	268.38
			WWTP LAB SAMPLE	
0000072	1/26/2012	[2394] FEDEX	POSTAGE FOR SAMPLES TESTING - DEC	427.98
			POSTAGE FOR SAMPLES TESTING - JAN	
0000044	1/12/2012	[2405] FORTUNA ACE HARDWARE	PAINT FOR KAREN'S OFFICE	7.49
0000007	1/06/2012	[2406] FORTUNA IRON CORP.	FABRICATE KEYS	128.70
0000045	1/12/2012	[2407] FORBUSCO LUMBER	KAREN'S OFFICE	38.99
0000073	1/26/2012	[2408] FORTUNA GLASS & PAINT INC	MAINTANCE FOR CITY CLERK'S OFFICE	68.45
0000008	1/06/2012	[2410] NORTH COAST CLEANING SERVICES, INC.	MONTHLY CLEANING SERVICE FOR DECEMBER	376.00
0000009	1/06/2012	[2411] FORT DEARBORN LIFE INSURANCE CO.	BILLING FOR JANUARY, 2012	239.75
0000010	1/06/2012	[2452] HORIZON BUSINESS PRODUCTS	2 PK CASIO CASSETTS LABELS	244.77
			SAMSUNG TONER	
0000046	1/12/2012	[2452] HORIZON BUSINESS PRODUCTS	POSTER BOARD/ CLIPBOARD	11.48
0000011	1/06/2012	[2471] HUMBOLDT WASTE MANAGEMENT AUTHORITY	RECYC OUTREACH	384.21
0000012	1/06/2012	[2481] ICMA	RETIREMENT FOR PPE 12/30/2011	6,522.30
0000074	1/26/2012	[2481] ICMA	RETIREMENT FOR PPE 01/13/2012	6,522.30
0000075	1/26/2012	[2502] KEMP INSPECTION SERVICE	PUBLIC WORKS INSPECTIONS	75.00
			REVIEWED ALBIN APPLICATION MAP..	
0000076	1/26/2012	[2521] LEAGUE OF CALIF. CITIES	2012 MEMBERSHIP DUES	50.00
0000077	1/26/2012	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR FEBRUARY	1,200.00
0000047	1/12/2012	[2569] NORTH COAST LABORATORIES, INC.	LAB SAMPLES	50.00
0000048	1/12/2012	[2570] NILSEN COMPANY	HYDRATED LIME	83.39
0000078	1/26/2012	[2603] PG&E	ELECTRICITY	10,480.74
0000013	1/06/2012	[2657] RIO DELL EMPLOYEES ASSOC	EMPLOYEE DUES FOR QTR ENDDING 12/31/2011	96.00
0000049	1/12/2012	[2659] RIO DELL PETTY CASH	RECONCILIATION FOR DECEMBER PETTY CASH	35.78
0000050	1/12/2012	[2664] ROGERS MACHINERY INC	MIXER SEALS	2,699.26
			MIXER REBUILD	
			MIXER SEALS - CREDIT MEMO	
0000079	1/26/2012	[2665] RIO DELL FIRE PROTECTION DISTRICT	CLEANING & MAINTENANCE OF FIREMAN'S PARK BATH	350.00
0000051	1/12/2012	[2672] ST. JOSEPH HOSPITAL	LAB - PD	35.00
0000052	1/12/2012	[2682] SMALL CITIES ORGANIZED RISK EFFORT (SCORE)	2ND QTR PREMIUM FOR WORKER'S COMPENSATION INS	20,586.00
			3RD QTR PREMIUM FOR WORKER'S COMPENSATION INS	
0000080	1/26/2012	[2689] SECURITY LIFE COMPANY OF AMERICA	DENTAL/VISION COVERAGE FOR FEBRUARY	1,646.72
0000081	1/26/2012	[2694] SHELL OIL CO.	FUEL COSTS FOR DEC, 2011	2,773.60
			FUEL COSTS FOR JAN, 2012	
			DISCOUNT ON ALL FUELS FOR DEC, 2011 & JAN, 20	

88

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0000082	1/26/2012	[2709] STAPLES DEPT. 00-04079109	OFFICES SUPPLIES	458.67
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
0000014	1/06/2012	[2710] STARPAGE	PAGING AIRTIME 1/1/12 TO 1/31/12	12.95
0000083	1/26/2012	[2710] STARPAGE	PAGING AIRTIME	12.95
0000053	1/12/2012	[2742] SCOTIA TRUE VALUE HARDWARE	150 CT ICICLE SET	298.24
			TIMERS	
			LIGHT SET	
			TIMER	
			LIGHT SET	
			LIGHT SET	
0000084	1/26/2012	[2747] UNITED RENTALS, INC.	HEATER	782.92
0000054	1/12/2012	[2750] USA BLUEBOOK	LAB TESTING KIT	69.67
0000085	1/26/2012	[2772] WENDT CONSTRUCTION, INC	3 WEEKS RENTAL - JD 790 EXCAVATOR	5,310.91
			LOWBOY: DELIVER EXCAVATOR - PILOT CAR	
0000015	1/06/2012	[2784] WINZLER & KELLY CONSULTING ENGINEERS	FINAL MAP FOR SMITHERS PROJECT	657.00
			REP AT TAC MEETING	
			REP AT TAC	
0000086	1/26/2012	[2784] WINZLER & KELLY CONSULTING ENGINEERS	EPA BROWNFIELDS ASSESSMENT GRANT	10,896.99
0000016	1/06/2012	[2795] NALLEY & ASSOCIATES	TRAINING AND MODIFY REPORTS	532.50
0000055	1/12/2012	[2933] DESIGN AIR HEATING	INSTALL PROGRAMMABLE THERMOSTATS	661.12
0000017	1/06/2012	[3029] REDWOOD COFFEE SERVICE	COFFEE FOR PD	120.00
			COFFEE	
0000018	1/06/2012	[3148] COUNTY OF HUMBOLDT	CONSOLIDATED DISTRICT ELECTION - FOR 11/2/201	2,056.62
0000019	1/06/2012	[3179] FORD MOTOR CREDIT CO - MUNICIPAL	PAYMENT #15 - F250 4X4	1,538.40
0000020	1/06/2012	[3484] NATIONAL METER & AUTOMATION, INC	SUPPLIES	1,247.86
0000065	1/25/2012	[3604] STEPHANIE N. BEAUCHAINE	TRAVEL EXPENSE FOR SCORE - 1/26 - 1/27, 2012	206.84
0000021	1/06/2012	[3655] MANN, URRUTIA, NELSON, CPA'S	PROGRESS BILLING FOR JUNE 30, 2011 AUDIT	17,955.00
0000022	1/06/2012	[3685] RURAL COMMUNITY ASSISTANCE CORPORATION	LOAN # 0713-CRD-03	6,076.00
0000087	1/26/2012	[3685] RURAL COMMUNITY ASSISTANCE CORPORATION	LOAN #0713-CRD-03	6,076.00
0000056	1/12/2012	[3727] MOORE FUEL	FUEL FOR BACK UP GENERATORS	386.28
0000088	1/26/2012	[3878] OLIN CORP - CHLOR ALKALI	CHEMICALS	695.00
0000023	1/06/2012	[3975] AT&T - 5709	BILLING FOR DECEMBER, 2011	667.98
0000057	1/12/2012	[4109] ACCESS HUMBOLDT	FRANCHISE - 4TH QTR	270.00
0000058	1/12/2012	[4138] NELCO	FORMS	264.37
0000024	1/06/2012	[4152] STOKES & ASSOCIATES, DBA	BACKGROUND INVESTIGATION REPORT RE: RAY BRADY	459.96
0000059	1/12/2012	[4295] AMBROSINI & SONS ELECTRIC, INC	REPAIR WIRING UNDER CITY HALL FLOOR	455.00
0000025	1/06/2012	[4338] QUILL CORPORATION	FOLDERS W/FASTENER	662.02
			REFILLABLE PENCILS	
			OFFICE SUPPLIES	
			A/P CHECK STOCK	

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0000089	1/26/2012	[4338] QUILL CORPORATION	CHAIRMAT MARKERS	55.21
0000026	1/06/2012	[4381] LIEBERT CASSIDY WHITMORE	LEGAL SERVICES	360.00
0000060	1/12/2012	[4382] DOCUSTATION	BILLING FOR COPIES 12/31/2011 MAINTENANCE FOR 1/7/12 TO 2/7/12	312.38
0000090	1/26/2012	[4401] MARLIN LEASING	XEROX COPIER LEASE	296.49
0000091	1/26/2012	[4450] TERMINIX	MAINTENANCE FOR JANUARY MAINTENANCE FOR JANUARY - CITY HALL	45.00
0000092	1/26/2012	[4474] IIMC	ANNUAL MEMBERSHIP ..THRU 3/31/2013	135.00
0000027	1/06/2012	[4525] SHERLOCK RECORDS MGMT	SERVICE - 12/1/11 TO 12/31/11..STORAGE 1/1/12	169.38
0000028	1/06/2012	[4570] SHRED TEC	INVOICE #2222	70.00
0000029	1/06/2012	[4629] OLKIN & JONES, DRS	PHYSICAL FOR RAYMOND BRADY	65.00
0000061	1/12/2012	[4643] SCOTIA PRINTING	PRINT RETURN ADDRESS ON ENVELOPES WATER DEPARTMENT DOOR HANGERS	380.74
0000062	1/12/2012	[4682] JOHN'S USED CARS & WRECKERS	PARTS FOR 1996 F150 FORD	81.00
0000063	1/12/2012	[4710] RON HENRICKSON	REIMBURSEMENT FOR MILEAGE PER DIEM / LODGING REIMBURSEMENT	383.47
0000030	1/06/2012	[4800] MANUEL MERAS	Refund Customer Deposit # 3655	70.00
0000064	1/12/2012	[4908] MITCHELL BRISSO DELANEY & VRIEZE	LEGAL SERVICES	1,144.00
0000093	1/26/2012	[5052] GHD	PROJECT PERFORMANCE REPORT PREPARATION REPRESENTATION AT TAC MEETINGS SMITHER FINAL MAP - PLAN REVIEW	3,157.25
0000094	1/26/2012	[5053] PACIFIC ECORISK	TOXICITY TESTING SERVICES TOXICITY TESTING SERVICES	6,603.61
Total Checks/Deposits				152,119.32

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
-------	------	--------	-------------	-----------------

Report Criteria... 3/15/2012 @ 3:57 PM

Form:	Check Listing-Council - Check Listing for City Council Meeting
Sort By:	Lookup
Activity Date:	From: 2/01/2012 To: 2/29/2012

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0000131	2/22/2012	[0576] 101 AUTO PARTS	SAFETY GLOVES PRESTONE SAFETY GLOVES CLEANING CLOTHS SUPPLIES FOR OIL CHANGES FOR ALL P.W. VEHICLE	312.23
0000147	2/24/2012	[2102] JOHN D. BEAUCHAINE	TRAVEL TO EVIDENCE AND PROPERTY ROOM MANAGEMENT	477.00
0000102	2/09/2012	[2225] AQUA SIERRA CONTROLS, INC	UPGRADE HMI SOFTWARE	460.00
0000132	2/22/2012	[2237] BANK OF AMERICA BUSINESS CARD	LITHIA CHARGE FOR REPAIR TO JEEP PADLOCKS FOR RECYCLE BINS LODGING FOR SCORE MEETING TRAVEL FOR CSMFO - 5122-03-(1) GOTOMYPC - 1/8/12 to 2/8/12 LOCK FOR TENNIS COURT	2,265.94
0000133	2/22/2012	[2247] ANTHEM BLUE CROSS	HEALTH COVERAGE FOR 3/1/12 TO 4/1/12	11,625.00
0000103	2/09/2012	[2285] CC MARKET (1)	ICE FOR SHIPPING LAB SAMPLES ICE FOR SHIPPING LAB SAMPLES	5.78
0000104	2/09/2012	[2293] CITY OF FORTUNA	DISPATCH SERVICE - FEBRUARY - 2012	1,542.00
0000096	2/03/2012	[2303] COAST CENTRAL CREDIT UNION	PD DUES FOR PPE 01/27/2012	120.00
0000134	2/22/2012	[2303] COAST CENTRAL CREDIT UNION	PD DUES FOR PPE 02/10/2012	120.00
0000105	2/09/2012	[2304] COLLEGE OF THE REDWOODS	2011-2012 FIREARMS RANGE USE FEE	200.00
0000106	2/09/2012	[2313] COSTCO	MEMBERSHIP FEES 2012	275.00
0000097	2/03/2012	[2366] EEL RIVER DISPOSAL	JANUARY, 2012 GARBAGE BAGS	672.00
0000107	2/09/2012	[2383] EUREKA OXYGEN CO.	CYLINDER RENTAL	15.54
0000135	2/22/2012	[2383] EUREKA OXYGEN CO.	CREDIT RETURN ON SHIRTS HIGH VISIBILITY WORK WEAR RAIN PANTS HIGH VISIBILITY SHIRTS CYLINDER RENTAL	687.14
0000108	2/09/2012	[2405] FORTUNA ACE HARDWARE	PIPE FITTINGS A PLANTER FOR CITY HALL	20.27
0000109	2/09/2012	[2410] NORTH COAST CLEANING SERVICES, INC.	MONTHLY CLEANING FOR JANUARY, 2012	376.00
0000110	2/09/2012	[2411] FORT DEARBORN LIFE INSURANCE CO.	COVERAGE FOR 2/1/12 THRU 2/29/12	239.75
0000111	2/09/2012	[2452] HORIZON BUSINESS PRODUCTS	OFFICE SUPPLIES OFFICE SUPPLIES	69.59
0000098	2/03/2012	[2481] ICMA	RETIREMENT PAYMENT FOR PPE 01/27/2012	6,472.30
0000136	2/22/2012	[2481] ICMA	RETIREMENT FOR PPE 02/10/2012	6,474.87
0000099	2/03/2012	[2502] KEMP INSPECTION SERVICE	PERMIT & PLAN CHECK FEES FOR JANUARY, 2012	386.86
0000137	2/22/2012	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL	1,200.00
0000112	2/09/2012	[2569] NORTH COAST LABORATORIES, INC.	LAB TESTING LAB TESTING	180.00
0000138	2/22/2012	[2577] NTU TECHNOLOGIES, INC.	TOTE	3,505.50
0000139	2/22/2012	[2603] PG&E	ELECTRICITY FOR JANUARY	11,271.48

CITY OF RIO DELL CHECK REGISTER

General Checking - US Bank of California

Check	Date	Vendor	Description	Check / Payment
0000100	2/03/2012	[2659] RIO DELL PETTY CASH	RECONCILIATION FOR JANUARY, 2012	22.61
0000140	2/22/2012	[2694] SHELL OIL CO.	JANUARY FUEL BILLING	2,667.16
			FEBRUARY FUEL BILLING	
			FEBRUARY FUEL BILLING	
			DISCOUNT FOR PD	
			FUEL DISCOUNT FOR PW	
			JANUARY FUEL BILLING	
0000113	2/09/2012	[2742] SCOTIA TRUE VALUE HARDWARE	FINANCE CHARGE	53.36
			WATER FIXTURES	
			FAN	
			PERS BOX FAN	
			HORNET SPRAY	
			POTTING SOIL	
0000095	2/01/2012	[2757] US POSTMASTER	JANUARY UTILITY BILLING	339.48
0000150	2/27/2012	[2757] US POSTMASTER	MAILER FOR MEASURE "X"	228.67
0000114	2/09/2012	[2795] NALLEY & ASSOCIATES	PROFESSIONAL SERVICES	765.00
0000115	2/09/2012	[3148] COUNTY OF HUMBOLDT	COPY OF MAPS	6.56
0000116	2/09/2012	[3332] BAIRD ENGINEERING & SURVEYING	ENLARGEMENT OF CITY MAP & COPIES	47.50
0000117	2/09/2012	[3343] PITNEY BOWES RESERVE ACCOUNT	SUPPLIES	35.54
0000118	2/09/2012	[3343] PITNEY BOWES RESERVE ACCOUNT	POSTAGE	300.00
0000149	2/27/2012	[3604] STEPHANIE N. BEAUCHAINE	MILEAGE & PER DIEM FOR CSMFO CONFERENCE	227.09
0000119	2/09/2012	[3617] RECY-CAL SUPPLY CO.	22 GAL CONTAINER & LID	338.34
0000120	2/09/2012	[3975] AT&T - 5709	TELEPHONE BILLS FOR JANUARY	656.23
0000121	2/09/2012	[4338] QUILL CORPORATION	CITY WIDE OFFICE SUPPLIES	51.96
0000141	2/22/2012	[4382] DOCUSTATION	MAINTENANCE 2/7/12 TO 3/7/12 & SALES TAX	670.82
			COPY CHARGES	
			CHRISTMAS DISCOUNT	
0000122	2/09/2012	[4393] NYLEX.NET	COMPUTER MAINTENANCE	360.00
0000142	2/22/2012	[4401] MARLIN LEASING	XEROX COPIER LEASE	314.04
0000123	2/09/2012	[4441] CAMERON WAYNE McCALL	Refund Customer Deposit # 3498	9.36
0000124	2/09/2012	[4525] SHERLOCK RECORDS MGMT	SERVICE 1/1/12 TO 1/31/12..STORAGE 2/1/12 TO	107.00
0000125	2/09/2012	[4682] JOHN'S USED CARS & WRECKERS	WINDOW REPAIR ON JEEP	54.00
0000143	2/22/2012	[4818] THREE G's HAY & GRAIN	SALT FOR MAKING SODIUM BISOLFITE	1,856.75
0000126	2/09/2012	[4855] FRESHWATER ENVIRONMENTAL SERVICES	CONSULTING	2,400.00
			CONSULTING	
0000127	2/09/2012	[4885] HDR ENGINEERING, INC.	PROFESSIONAL SERVICES	6,607.57
0000144	2/22/2012	[4893] BOW WOW PET WASTE PRODUCTS	DOGGY BAGS	123.00
0000128	2/09/2012	[4908] MITCHELL BRISSO DELANEY & VRIEZE	PROFESSIONAL SERVICES	2,927.68
0000145	2/22/2012	[4937] DEPARTMENT OF TRANSPORTATION	SIGNALS & LIGHTING BILLING	268.80
0000146	2/22/2012	[5053] PACIFIC ECORISK	EFFLUENT - ACCELERATED MONITORING TEST #1	2,319.63
0000129	2/09/2012	[5060] TEK SUPPLY	FANS FOR DRYING SLUDGE	614.72
Total Checks/Deposits				73,347.12