



RIO DELL CITY COUNCIL AGENDA
REGULAR MEETING - 6:30 P.M.
TUESDAY, APRIL 7, 2020
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

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

**SPECIAL PUBLIC HEALTH EMERGENCY ALTERATIONS TO MEETING FORMAT
CORONAVIRUS (COVID-19)**

Due to the unprecedented public health threats posed by COVID-19 and the resultant need for social distancing, changes to the City Council meeting format are required. Executive Order N-25-20 and N-29-20 from Governor Gavin Newsom allow for telephonic Council meetings of the City Council and waives in-person accessibility for Council meetings, provided that there are other means for the public to participate. Therefore, and effective immediately, and continuing only during the period in which state or local public health officials have imposed or recommended social distancing measures, the Rio Dell City Council will only be viewable via livestreaming through our partners at Access Humboldt via their YouTube channel or Suddenlink channels on Cable TV.

In balancing the health risks associated with COVID-19 and need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note the agenda item the comment is directed to (example: D. Public Comments for items not on the agenda) and email no later than one hour prior to the start of the Council meeting. Your comments will be read out loud, for up to three minutes.

Meeting can be viewed through Access Humboldt's website at <https://www.accesshumboldt.net/> Suddenlink Channels 10, 11 & 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/accesshumboldt>. Public comments can be emailed to: publiccomments@cityofriodell.ca.gov.

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. CEREMONIAL MATTERS

E. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

F. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually following action on the remaining consent calendar items.

- 1) 2020/0407.01 - Approve Minutes of the March 17, 2020 Regular Meeting **(ACTION)** 1
- 2) 2020/0407.02 - Approve Minutes of the March 27, 2020 Special Meeting **(ACTION)** 8
- 3) 2020/0407.03 - Receive and File Check Register for March 2020 **(ACTION)** 14

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

- 1) 2020/0407.04 - City Manager Staff Update **(RECEIVE & FILE)** 17

I. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) 2020/0407.05 – Discussion on 2020 Asphalt Maintenance Project **(DISCUSSION/POSSIBLE ACTION)** 21
- 2) 2020/0407.06 - Discussion on Utility Late Charges and Shutoffs **(DISCUSSION/POSSIBLE ACTION)** 34
- 3) 2020/0407.07 - Update on Coronavirus (COVID-19) **(DISCUSSION)**

J. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

K. COUNCIL REPORTS/COMMUNICATIONS

L. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, April 21, 2020 at 6:30 p.m.*

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 17, 2020**

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

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

 Absent: Councilmember Johnson (excused)

 Others Present: City Manager Knopp, Chief of Police Conner, Finance Director Dillingham, Community Development Director Caldwell, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, and City Clerk Dunham

SPECIAL PUBLIC ANNOUNCEMENT

City Manager Knopp explained the format for the meeting as a result of COVID-19 concerns and said that in the Governor's declaration, part of the Brown Act was suspended to allow for teleconference meetings. In preparation of the meeting, chairs were positioned six feet apart, and at the door was a hand sanitizer station. He noted that Mayor Garnes would be participating in the meeting via teleconference as well as senior staff members.

PUBLIC PRESENTATIONS

Rick Pelren thanked the City Council and Nick Angeloff for helping the senior exercise group find a new location for them to meet and announced that they were currently in hiatus due to COVID-19.

He addressed the Council about two of the concerns of their group. The first was the issue of water and sewer rates noting that seniors living alone pay the same rate as those with families. He asked the Council to explore the possibility of a rate structure based on the number of people in a household rather than a flat rate base charge.

The other concern was the potential rezoning of the parcel at Painter St. and Wildwood Ave. and noted that they were against it.

CONSENT CALENDAR

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

Councilmember Strahan removed all consent calendar items for separate discussion.

MARCH 17, 2020 MINUTES
Page 2

Approve Minutes of the March 3, 2020 Regular Meeting

Councilmember Strahan referred to the last page of the minutes where City Manager Knopp noted that Danco had provided basic household furnishing and furniture for the residents and said that the minutes should reflect that it was the Department of Health and Human Services (DHHS) that provided for those items; not Danco.

Mayor Garnes said that the City was told that it was Danco.

City Manager Knopp explained that the minutes reflected what was said at the meeting so no correction was needed.

Councilmember Wilson noted that he talked to DHHS and they indicated that they received a grant for the furnishing but Danco shopped for the items to get a better deal so it was a joint effort. As such, the minutes are accurate.

Councilmember Strahan said that she wanted it reflected in these minutes that it was DHHS that provided for the furnishings.

Approve Resolution No. 1447-2020 Adopting a List of Projects for FY 2020-2021 Fund Under SB-1, The Road Repair and Accessibility Act of 2017

Councilmember Strahan referred to the staff report where it was stated that the City's Streets fund reserves have been declining for a number of years and asked for a breakdown of the reserves by fund.

City Manager Knopp explained that this is in reference to the Streets funds noting that State funding to maintain roads has declined.

Approve Resolution No. 1448-2020 Updating the Continuity of Government Plan for the City of Rio Dell

Councilmember Strahan had concern that the Council usually receives a copy of the old resolution to see the changes between the old and the new resolution.

City Manager Knopp explained that the proposed resolution is a new resolution rather than an amendment to an existing resolution. He said that the City's old Continuity Plan listed two alternates and because the City has downsized several times since the adoption of that plan, there were positions that no longer exist.

Councilmember Wilson asked when the former plan was adopted.

City Manager Knopp said that the plan dated back to 2003 or 2004.

Receive and File Chck Register for February 2020

MARCH 17, 2020 MINUTES
Page 3

Councilmember Strahan questioned check No. 8810 in the amount of \$57,267.75 for the RIMS Record Management Software and asked if it covers the cost of the original software or an update of the software.

City Manager Knopp explained that the \$57,000 is included in the budget and as discussed with the Council at prior meetings, it is the new records information management system the police department is now using to integrate with other jurisdictions.

Chief Conner noted that the cost is for the proprietary software, training and the first year maintenance fee.

Motion was made by Woodall/Strahan to approve the consent calendar as presented. Motion carried 4-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff report and said that staff had a phone conversation with Scotia CSD and their operators and State regulators over possible opportunities to integrate water and/or wastewater systems. He commented that it has been a missed opportunity for both Rio Dell and Scotia over the years by not merging. It was a productive phone call with many concepts and ideas discussed but ultimately, it is up to Scotia CSD to see if they want to engage in that process.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Approval of Comparator Agencies Related to Total Compensation Study

City Manager Knopp provided a staff report and said that at the January 7, 2020 regular meeting, the Council approved moving forward with the Total Compensation Study. In order to proceed with the study, the City needs to agree to a defined set of comparator agencies.

He reviewed the process outlined by Koff & Associates and methodology and specific criteria used in the analysis for developing a list of comparator agencies.

Councilmember Wilson commented that they did a good job with their analysis but that he would like to see the City of Ferndale added to the list of comparator agencies.

City Manager Knopp explained that one of the reasons for not including Ferndale was because they do not have their own water system.

Consensus of the Council was to include the City of Ferndale to the list of comparator agencies.

Motion was made by Wilson/Garnes to approve the proposed list of comparator agencies related to the Total Compensation Study with the addition of the City of Ferndale. Motion carried 4-0.

Discussion on COVID-19 and Related Disaster Declarations

City Manager Knopp provided a staff report and explained that in addition to the recent proclamation for the state of emergency related to the COVID-19 virus, the Humboldt County Public Health Officer, Teresa Frankovich, MD, declared a local health emergency. He noted that this declaration includes the City of Rio Dell and that it was believed that the County Board of Supervisors ratified that declaration at their meeting earlier today. He reiterated that the City's role is to follow the Department of Public Health's declaration and although the city does not play a direct role in the response unless requested, the city will continue to help distribute information to the public.

He reviewed actions recently taken by the city, which included:

- Installation of hand sanitizer stations
- Enhanced cleaning
- Restrictions of access to WWTP
- Researched at-home work stations
- Updated Continuity of Government Plan
- Updated Council Chambers for social distancing
- Cancelled League of California Cities meeting
- Researched teleconferences for future meetings
- Attended White House conference call
- Attended County Department of Public Health conference call

There were questions sent to County Public Health from wastewater staff regarding the requirement for additional processes and Dr. Frankovich, MD responded and said that the parameters the city is currently operating under were sufficient.

Councilmember Strahan questioned the safety of the water treatment.

City Manager Knopp noted that there is chlorination in the water to prevent the virus from spreading into the tap water so the tap water is very safe.

Water/Roadways Superintendent Jensen noted that they are currently running a residual of 1.4 through the system and normally they run a residual of 0.9 to 1.1 so they have increased the chlorine as well as rinsing the backwash system. He commented that the test results for chloroform and e-coli have been good.

Councilmember Wilson commended staff for doing a great job amongst all the chaos.

MARCH 17, 2020 MINUTES
Page 5

Mayor Garnes agreed and said that she also participated in the conference with the County and read the discussion from the conference call with the White House which she agreed to share with the Council.

Mayor Garnes called for public comment.

Rick Pelren commented that the city has been doing a good job developing the necessary infrastructure to run city government. He said that there are more questions than answers at this point and felt that there was lacking leadership within the federal government. He added that things would likely get worse before they get better.

Mayor Garnes suggested staff send out a City newsletter with precautions to reinforce what the State and the County are asking the public to do. She said that it is a rare moment when Americans have the opportunity to help the situation by doing such things as social distancing and self-isolation.

City Manager Knopp agreed that it would be a good idea to send out a newsletter and said that staff would work on getting it out this week.

Mayor Pro Tem Woodall commented on the need for everyone to pull together to get through this crisis.

Mayor Garnes commented that she did not contact Rio Dell School but the Fortuna School District is offering drive-thru breakfast and lunches for school age kids.

Councilmember Strahan reported that Rio Dell School was closed but breakfast and lunch was being offered to kids.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Second Reading (by title only) and Adoption of Ordinance No. 379-2020 Repealing Section 17.30.290 Second Dwelling Units, 17.30.190 Medical Marijuana Regulations, establishing Section 17.30.020 Accessory Dwelling Units, and renumbering Chapter 17.30 General Provisions of the Rio Dell Municipal Code

Community Development Director Caldwell provided a staff report and explained that this Ordinance is primarily in response to State mandated legislation to relax restrictions on secondary dwelling units.

Regarding medical marijuana, those regulations were established prior to the City's commercial cannabis ordinance, which includes both adult and medical use regulations and as such, they are redundant and no longer needed.

Staff recommended the Council approve and adopt the ordinance as presented.

Councilmember Strahan questioned the regulations related to water and sewer services for secondary dwelling units and asked what staff meant with regard to not applying the parking requirements to the avenue neighborhood.

Community Development Director Caldwell explained that the City would not waive any parking standards in the avenues based on public safety. He said that as the Council is aware, in the avenues, the roads are narrow and there is a lot of on-street parking. As such, the City is utilizing the provision of state law and not waive parking requirements in that neighborhood. He said that he checked with the Department of Housing and Community Development (HCD) and they were supportive of that exception for the City.

Councilmember Strahan asked if permit requirements would be waived under ministerial approval.

Community Development Director Caldwell explained that the approval was already ministerial but because Dinsmore Ranch Road and Rio Vista are dead end streets, approval in those areas would be discretionary.

Councilmember Wilson asked for clarification if building permits would still be required.

Community Development Director Caldwell explained that there would be no waivers under the California Building Code including the requirement to obtain a building permit.

Mayor Garnes opened a public hearing to receive public comment on the proposed ordinance. There being no public comment, the public hearing closed.

Motion was made by Woodall/Wilson to approve the second reading (by title only) and adopt Ordinance No. 379-2020 *Repealing Section 17.30.290 Second Dwelling Units, 17.30.190 Medical Marijuana Regulations, establishing Section 17.30.020 Accessory Dwelling Units, and renumbering Chapter 17.30 General Provisions of the Rio Dell Municipal Code*, and to continue consideration, approval and adoption of the proposed Ordinance to the meeting of March 17, 2020 or next regularly scheduled Council meeting. Motion carried 4-0.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Wilson reported on his attendance at Humboldt Waste Management Authority (HWMA) and said that they are having a Total Compensation Study done which dovetails with the City's study. He also reported that there would be no Redwood Coast Energy Authority (RCEA) meeting this week.

MARCH 17, 2020 MINUTES
Page 7

Mayor Pro Tem Woodall reported that Humboldt Transit Authority (HTA) changed their meeting schedule to every other month unless there is an emergency requiring a special meeting.

Councilmember Strahan commented that Humboldt County Association of Governments (HCAOG) would be holding the Thursday meeting via teleconference.

Mayor Garnes announced the cancellation of the League of California Cities meeting scheduled for March 20, 2020.

ADJOURNMENT

Motion was made by Wilson/Strahan to adjourn the meeting at 7:23 p.m. to the April 3, 2020 regular meeting. Motion carried 4-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
SPECIAL MEETING MINUTES
MARCH 27, 2020**

Mayor Garnes called the Special Meeting of the Rio Dell City Council to order at 2:00 p.m.

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

Others Present: City Manager Knopp, Interim Finance Director Dillingham, Chief of Police Conner, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, Accountant Farley, and City Clerk Dunham

Absent: Community Development Director Caldwell

City Manager Knopp explained the meeting format and said that due to the unprecedented Public health threats posed by COVID-19 and the resultant need for social distancing, the meeting would be conducted remotely and the meeting would only be viewable via livestreaming through Access Humboldt's website at <https://www.accesshumboldt.net/>, Suddenlink Channels 10, 11 and 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/aceshumboldt>. He noted that public comments on agenda items could be submitted via email at publiccomments@cityofriodell.ca.gov.

He then reviewed the four special meeting agenda items.

PUBLIC COMMENTS

City Manager Knopp announced that there were no public comments received prior to the meeting.

SPECIAL MEETING MATTERS

Adopt Resolution No. 1449-2020 Ratifying Disaster Declaration

City Manager Knopp provided a staff report and noted that on March 4, 2020, Governor Gavin Newsom issued a Proclamation of a State of Emergency related to the COVID-19 virus. Following the proclamation was the declaration of a local emergency by Humboldt County Public Health Officer Teresa Frankovich, MD, which included the City of Rio Dell. A Shelter-in-Place order was issued for Humboldt County residents except for essential workers.

In light of the COVID-19 threat, the City began adjusting operations to protect employees and the community by taking the following steps:

- Installation of hand sanitizer stations
- Enhanced cleaning of city facilities
- Restrictions of access to Wastewater Treatment Plant
- Research and implementation of at-home work stations
- Implementation of at-home work for some employees
- Update of Continuity of Government Plan
- Updated Council Chambers for social distancing
- Cancelled League of California Cities Redwood Empire Division meeting
- Implementation of new teleconference capabilities
- Attendance of various conference calls on COVID-19
- Closure of front counter for City Hall and the Police Department
- Educational efforts through a special issue newsletter, postcard and direct communication with local business through correspondence and meetings
- Suspension of water “shut-offs” for nonpayment for the upcoming April billing cycle
- General refocus on crisis response

Aside from actions to protect employees, City Manager Knopp explained that the City’s primary role in the overall response has been to support the distribution of information from the County’s Public Health Officer to the general public. In addition, staff secured the services of an industrial hygienist and a commercial disinfection service should those services be needed in response to the emergency.

He noted that hand washing stations were installed today at the bus shelters as an additional safety measure.

Councilmember Strahan commented that she assumed that the purpose of ratifying the emergency declaration is to make the City eligible for funding.

City Manager Knopp explained that declaring a local emergency is a pre-requisite during these types of emergencies although there is no guarantee the City will receive funding. He noted that items such as the hand washing stations at the bus shelters might be reimbursable.

No public comment was received related to this agenda item.

Motion was made by Woodall/Johnson to approve Resolution No. 1449-2020 *Ratifying the Proclamation by the City Manager in his Capacity as Director of Emergency Services of the City of Rio Dell Confirming the Existence of and Declaring a Local Emergency due to COVID-19*. Motion carried 5-0.

Rent Eviction Moratoriums and Water Shutoffs

City Manager Knopp stated that Community Development Director Caldwell was not present to report on this agenda item and noted that the Council could discuss the item

MARCH 27, 2020 MINUTES
Page 3

and bring it back for further discussion and possible action at the April 7, 2020 regular meeting or possibly at a special meeting to be determined.

He referred to the letter attached to the agenda item from Humboldt County AHHA (Affordable Homeless Housing Alternatives), calling for the elected officials of the incorporated cities within Humboldt County, Humboldt County elected officials, law enforcement, and public health officials to pass and uphold emergency ordinances which include measures for the following:

- An Immediate Moratorium on Rent Increases, all Evictions and Foreclosures
- Immediate End to Displacing Unhoused Encampments
- Provide Sanctioned Camps with access to Facilities
- Suspension of book and release protocols
- Emergency Rental or Mortgage Assistance
- Prevent Utility Shutoffs

City Manager Knopp noted that he believed that so far, the City of Arcata was the only agency that enacted these measures.

Mayor Garnes commented that she received an email from the League of California Cities related to the Governor signing a new executive order for a statewide moratorium on evictions. She indicated that she had not had an opportunity to read the entire executive order and was uncertain whether it would supersede any action taken by the City.

City Manager Knopp said that in looking at the order, it does appear to be statewide. He also noted that the County Sheriff's Department is not currently enforcing eviction orders. He suggested bringing the item back to the Council at their April 7, 2020 meeting.

Councilmember Wilson suggested the City Manager discuss with the City Attorney to clarify the interpretation of the executive order.

Councilmember Strahan pointed out that the eviction process is a long process and that she could not see any landlord evicting anyone during this pandemic and felt they would exercise compassion. She suggested taking a look at what the Governor is saying and move forward from there.

Councilmember Johnson referred to the last bullet point related to utility shutoffs and suggested staff make contact with PG&E to see if they will be giving waivers.

City Manager Knopp clarified that under recent state law; the City is not allowed to shut off anyone's water provided they follow certain steps.

Consensus of the Council was to accept the executive order issued by the Governor and direct staff to work with the City Attorney for guidance on how to implement the latest executive order.

Letter to Federal and State Representatives Related to Water and Wastewater Loan Forbearance

City Manager Knopp provided a staff report and said that in light of the COVID-19 virus and subsequent Shelter-In-Place orders that are creating economic distress, the City is recommending the issuance of a request for a temporary forbearance of loan obligations to the State of California. If approved, the savings from the forbearance would then be recommended to be applied to temporary rate relief for water and sewer customers.

The requested term of forbearance would be two years. Since the contract does not allow the State Water Resources Control Board (SWRCB) to issue forbearance without legislative action, he suggested the City engage involvement from Governor Newsom, and Assemblyman Wood and Senator McGuire.

City Manager Knopp indicated that staff was uncertain whether the State would be agreeable to the request but if they were to agree, it could potentially provide for a 33% temporary reduction in customer's water/sewer bills.

Mayor Pro Tem Woodall questioned the two-year forbearance.

City Manager Knopp explained that the idea is to request two years forbearance but that there are a lot of details to work out noting that it could be less or more than two years as it is ultimately up to the State.

There was no public comment received related to this agenda item.

Motion was made by Johnson/Woodall authorizing the Mayor to sign a letter asking the State of California for action on temporary utility rate relief for customers. Motion carried 5-0.

Compensation Study List of Approved Comparator Agencies

City Manager Knopp provided a staff report and said that at the City Council meeting of March 17, 2020, the Council approved moving forward with the total compensation study with inclusion of Ferndale as an additional comparator agency.

The consultant wanted the Council to be advised that in order to proceed with the work as recommended the Council would need to authorize an additional \$1,200 to include Ferndale, or eliminate one of the other agencies such as Alturas.

Councilmember Wilson commented that he looked at the list of comparator cities and most

of them were about twice the size of Rio Dell and agricultural based. He noted that Alturas was more similar to Rio Dell so he would like it to remain on the list. He suggested eliminating either Gridley or Orland.

Councilmember Strahan agreed that Alturas with a population of 2,540 was comparable to Rio Dell although Red Bluff with a population of over 14,000 was not.

Mayor Pro Tem Woodall pointed out that Ferndale did not meet the criteria since they do not provide water service or provide water or sewer billing so recommended they not be included in the list of comparator agencies.

Councilmember Johnson had no problem leaving in both Ferndale and Alturas and simply increasing the number of comparator agencies from 12 to 13.

Mayor Garnes asked if increasing the number of agencies would extend the term of the contract.

City Manager Knopp explained that the most important step in the process is to identify the comparator agencies. Including one additional agency would not create any significant delay but would increase the cost of the contract.

Mayor Pro Tem Woodall commented that she could agree with Councilmember Johnson's recommendation.

No public comment was received for this agenda item.

Motion was made by Wilson/Woodall to approve the increase in cost of \$1,200 for the Total Compensation Study by adding the City of Ferndale as the thirteenth comparator agency. Motion carried 5-0.

OTHER COUNCIL COMMENTS

Councilmember Strahan questioned the status of providing meals for seniors.

Mayor Garnes reported that the City, in collaboration with the Chamber of Commerce and Community Resource Center were giving out food bags to seniors 65 and over on as-needed basis. She noted that 25 bags of food were delivered to seniors today and that seniors requesting food can call in or email the City to get on the list. She reiterated that the bags are for seniors over the age of 65 who should not or cannot get out and get food. She added that the City Manager did a press release to get the information out to the community.

She thanked City staff for doing an excellent job with regard to the emergency.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:42 p.m. to the April 7, 2020 regular meeting.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

City of Rio Dell
Check Listing for City Council Meeting

| Ref# | Date | Vendor | Description | Amount |
|------|-----------|--|--|----------|
| 3828 | 3/04/2020 | [3108] ACCUFUND, INC. | ANNUAL SOFTWARE SUPPORT PLUS MAINTENANCE & EN | 6,202.50 |
| 3829 | 3/04/2020 | [6038] ACCURATE TERMITE & PEST SOLUTIONS | RODENT CONTROL @ 475 HILLTOP DR | 170.00 |
| 3830 | 3/04/2020 | [3975] AT&T - 5709 | FAX LINE EXPENSES FOR FEBRUARY 2020 | 51.41 |
| 3831 | 3/04/2020 | [2293] CITY OF FORTUNA | LIVE SCAN FOR PRE-EMPLOYMENT | 35.00 |
| 3832 | 3/04/2020 | [2304] COLLEGE OF THE REDWOODS | FIRST AID/CPR & PERISHABLE SKILLS TRAINING | 95.00 |
| 3833 | 3/04/2020 | [6667] DARLENE JAMACK | CUSTOMER DEPOSIT REFUND | 176.48 |
| 3834 | 3/04/2020 | [5127] DELTA DENTAL | DENTAL INSURANCE FOR APRIL 2020 | 1,965.83 |
| 3835 | 3/04/2020 | [5052] GHD, INC | ENGINEERING SERVICES FOR STREETS SAFETY IMPRO | 9,065.46 |
| 3836 | 3/04/2020 | [2474] HUMMEL TIRE & WHEEL, INC | FOUR NEW TIRES FOR FORD INTERCEPTOR-LICENSE # | 692.90 |
| 3837 | 3/04/2020 | [6653] CRYSTAL L LANDRY | LODGING; MILEAGE & MEALS PER DIEM TO ATTEND M | 336.61 |
| 3838 | 3/04/2020 | [2551] MIRANDA'S ANIMAL RESCUE | ANIMAL CONTROL FOR FEBRUARY 2020 | 1,900.00 |
| 3839 | 3/04/2020 | [3006] MISSION LINEN SUPPLY, INC | MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS | 48.10 |
| 3840 | 3/04/2020 | [6100] NORTHERN CALIFORNIA GLOVE | NITRILE BLACK PF EXAM GLOVES | 86.46 |
| 3841 | 3/04/2020 | [5053] PACIFIC ECORISK | TOXICITY TESTING SERVICES, TOXICITY TESTING SERVICES | 3,391.87 |
| 3842 | 3/04/2020 | [6806] PINTERMEDIA LLC | MONTHLY WEB HOSTING FEE FOR MARCH | 30.00 |
| 3843 | 3/04/2020 | [6349] RECOLOGY EEL RIVER | GARBAGE BAGS FOR FEBRUARY 2020 | 240.75 |
| 3844 | 3/04/2020 | [2659] RIO DELL PETTY CASH | ENVELOPES FOR DROP BOX; DISH SOAP; POSTAGE | 16.26 |
| 3845 | 3/04/2020 | [2693] SHELTON'S AUTO LUBE | FULL OIL CHANGE FOR 2017 FORD INTERCEPTOR LIC | 55.00 |
| 3846 | 3/04/2020 | [4525] SHERLOCK RECORDS MGMT | STORAGE SERVICE FOR FEBRUARY 2020 | 111.20 |
| 3847 | 3/04/2020 | [2719] STATE WATER RESOURCES CONTROL BD | WASTEWATER OIT GRADE I APPLICATION | 125.00 |
| 3848 | 3/04/2020 | [6037] WELLS FARGO VENDOR FIN SERV | KYOCERA COPIER PAYMENT FOR MARCH 2020 | 534.58 |
| 3849 | 3/11/2020 | [0576] 101 AUTO PARTS | P120J UTILITY ROLL, HOSE END, OIL FILTER; EIGHT QTS OIL | 110.73 |
| 3850 | 3/11/2020 | [5381] ALTERNATIVE BUSINESS CONCEPTS | MONTHLY MAINTENANCE & COPIER CHARGES FOR FEBR | 345.53 |
| 3851 | 3/11/2020 | [4893] BOW WOW WASTE PRODUCTS | 10 CASES SINGLE PULL BAGS | 500.83 |
| 3852 | 3/11/2020 | [5781] CALIFORNIA BUILDING OFFICIALS | ANNUAL MEMBERSHIP DUES FOR 2020/2021 | 215.00 |
| 3853 | 3/11/2020 | [2293] CITY OF FORTUNA | POLICE DISPATCH SERVICES FOR MARCH 2020 | 3,941.67 |
| 3854 | 3/11/2020 | [2303] COAST CENTRAL CREDIT UNION | POA DUES FOR PPE 2/28/20 | 120.00 |
| 3855 | 3/11/2020 | [2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE | FINGERPRINT APPS; FINGERPRINT - FBI | 49.00 |
| 3856 | 3/11/2020 | [2889] EEL RIVER TRANSPORTATION & SALVAGE | TOWING SERVICES TO ROCHA'S AUTOMOTIVE | 156.25 |
| 3857 | 3/11/2020 | [2405] FORTUNA ACE HARDWARE | 5 EA CAT-6 7' BLACK PATCH CORD, LYSOL; SOFTSOAP | 94.25 |
| 3858 | 3/11/2020 | [4855] FRESHWATER ENVIRONMENTAL SERVICES | PROFESSIONAL SERVICES FOR 2019 CROSS CONNECTI, PROFESSIONAL SERVICES FOR 2019 CROSS CONNECTI | 2,755.00 |
| 3859 | 3/11/2020 | [6486] GREEN TO GOLD ENTERPRISES LLC | SUPREME THREADED UNIVERSAL BROOM HANDLE; PAIN TWO 3/4" PVC 90 ANGLES | 12.07 |
| 3860 | 3/11/2020 | [2458] HUM. CO. DIVISION OF ENVIRONMENTAL HEALTH | HAZARDOUS MATERIALS FACILITY FEE | 614.19 |
| 3861 | 3/11/2020 | [2501] KEENAN SUPPLY | 3 EA AYM METER BALL VALVES; 3 EA ROMAC FULL C | 1,259.26 |
| 3862 | 3/11/2020 | [6605] KEN GRADY COMPANY, INC. | SENSOR FOR SO3 MONITOR | 673.98 |

City of Rio Dell
Check Listing for City Council Meeting

| Ref# | Date | Vendor | Description | Amount |
|------|-----------|---|--|-----------|
| 3863 | 3/11/2020 | [6653] CRYSTAL L LANDRY | REIMBURSEMENT FOR MARIJUANA DUI TRAINING CLAS | 60.00 |
| 3864 | 3/11/2020 | [3006] MISSION LINEN SUPPLY, INC | MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS | 49.73 |
| 3865 | 3/11/2020 | [6100] NORTHERN CALIFORNIA GLOVE | GLOVES; SAFETY GLASSES; 3 PAIR RAIN PANTS; RA | 488.67 |
| 3866 | 3/11/2020 | [4393] NYLEX.net. Inc. | MONTHLY MAINTENANCE FOR MARCH 15 THROUGH APR | 1,220.00 |
| 3867 | 3/11/2020 | [2619] PITNEY BOWES, INC. | QUARTERLY LEASING PAYMENT 12/30/19 - 03/29/20 | 98.11 |
| 3868 | 3/11/2020 | [4338] QUILL CORPORATION | BROTHER BLACK TONER CARTRIDGE; SAMSUNG BLACK | 167.45 |
| 3869 | 3/11/2020 | [4215] ROCHA'S AUTOMOTIVE, INC. | REPLACE OIL PRESSURE SWITCH IN 2004 FORD F-45 | 323.05 |
| 3870 | 3/11/2020 | [6433] SMITH, GABRIEL | CUSTOMER DEPOSIT REFUND | 5.58 |
| 3871 | 3/11/2020 | [6825] SUDDENLINK | INTERNET SERVICES 3/1/20-3/31/20 | 900.00 |
| 3872 | 3/11/2020 | [3829] TELSTAR INSTRUMENTS, INC | 24 CARTRIDGE FILTERS & 2" BULKHEAD FOR CHLORI | 372.40 |
| 3873 | 3/11/2020 | [4908] THE MITCHELL LAW FIRM, LLP | LEGAL SERVICES FOR FEBRUARY 2020 | 847.40 |
| 3874 | 3/11/2020 | [2481] VANTAGEPOINT TRANSFER AGENTS-304361 | RETIREMENT FOR PPE 2/28/20 | 6,333.25 |
| 3875 | 3/11/2020 | [6672] WEX BANK | PD & PD FUEL EXPENSES FOR FEBRUARY 2020 | 2,162.96 |
| 3876 | 3/17/2020 | [4949] ASAP Lock & Key | PD & PW FUEL EXPENSES FOR MARCH 2020 | |
| 3878 | 3/17/2020 | [2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE | INSTALL ADA COMPLIANT TRILOGY LOCK WITH PUSH | 1,173.89 |
| 3879 | 3/17/2020 | [2405] FORTUNA ACE HARDWARE | BLOOD ALCOHOL ANALYSIS FOR FEBRUARY 2020 | 70.00 |
| 3880 | 3/17/2020 | [6486] GREEN TO GOLD ENTERPRISES LLC | PADLOCK COMBO 2 1/4" RESET, TWO GAL EA VINEGAR AND DISTILLED WATER,15 EACH PLUMBING TUBING | 53.23 |
| 3881 | 3/17/2020 | [2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK | HYDRO FLOW VINYL TUBING | 6.46 |
| 3882 | 3/17/2020 | [6004] INTERNATIONAL CODE COUNCIL, INC. | TWO HALF MASK RESPIRATORS | 76.24 |
| 3883 | 3/17/2020 | [3006] MISSION LINEN SUPPLY, INC | G1 2 YEAR MEMBERSHIP | 230.00 |
| 3884 | 3/17/2020 | [2603] PG&E | MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS | 48.10 |
| 3885 | 3/17/2020 | [6686] CLINTON C SAUERS | UTILITY EXPENSES FOR FEBRUARY 2020 | 15,637.27 |
| 3886 | 3/17/2020 | [2719] STATE WATER RESOURCES CONTROL BD | REIMBURSEMENT FOR LODGING & MEALS PER DIEM TO | 290.00 |
| 3887 | 3/24/2020 | [2303] COAST CENTRAL CREDIT UNION | WASTEWATER TREATMENT PLANT OPERATOR GRADE III | 110.00 |
| 3888 | 3/24/2020 | [2411] DEARBORN LIFE INSURANCE COMPANY | POA DUES FOR PPE 3/13/20 | 120.00 |
| 3889 | 3/24/2020 | [2405] FORTUNA ACE HARDWARE | LIFE INSURANCE FOR APRIL 2020 | 322.50 |
| 3890 | 3/24/2020 | [5052] GHD, INC | 14 OZ PROPANE CYLINDER | 8.66 |
| 3891 | 3/24/2020 | [6551] LADD, ABIGAIL | ENGINEERING SERVICES FOR TAC MEETINGS & TRANS | 458.50 |
| 3892 | 3/24/2020 | [6864] MARCUS L MARTIN dba DOUBLE M FARMING | CUSTOMER DEPOSIT REFUND | 174.53 |
| 3893 | 3/24/2020 | [3006] MISSION LINEN SUPPLY, INC | FARM & SEED UPPER CELLS FIELDS | 2,312.50 |
| 3894 | 3/24/2020 | [5934] NORTH COAST JOURNAL | MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS | 48.10 |
| 3895 | 3/24/2020 | [6100] NORTHERN CALIFORNIA GLOVE | NOTICE INVITING BIDS ADVERTISEMENT FOR 3/5/20 | 765.00 |
| 3896 | 3/24/2020 | [6920] OCCUPATIONAL HEALTH CENTERS OF CA | 4 PAIR BOOTS; HALF FACE RESPIRATORS; CART ACI | 535.59 |
| 3897 | 3/24/2020 | [6870] PUBLIC AGENCY COALITION ENTERPRISE | PHYSICAL & DRUG TESTING FOR PRE-EMPLOYMENT | 233.00 |
| | | | HEALTH INSURANCE FOR APRIL 2020 | 21,551.37 |

City of Rio Dell
Check Listing for City Council Meeting

| Ref# | Date | Vendor | Description | Amount |
|------------------------------|-----------|--|---|-------------------|
| 898 | 3/24/2020 | [4215] ROCHA'S AUTOMOTIVE, INC. | TRANSMISSION REPAIRS & OTHER MAINTENANCE ON 2 | 4,474.78 |
| 899 | 3/24/2020 | [4570] SHRED AWARE | SHREDDING | 70.00 |
| 900 | 3/24/2020 | [2754] US CELLULAR | MONTHLY SERVICE FOR SAFETY PHONE 3/8/20 - 4/7 | 60.16 |
| 901 | 3/24/2020 | [2481] VANTAGEPOINT TRANSFER AGENTS-304361 | RETIREMENT FOR PPE 3/13/20 | 6,336.01 |
| 902 | 3/24/2020 | [5166] VSP-VISION SERVICE PLAN | VISION INSURANCE FOR APRIL 2020 | 366.66 |
| 903 | 3/24/2020 | [2772] WENDT CONSTRUCTION, INC | INSTALL SEWER LATERAL & PATCH PAVING @ 860 PA | 6,845.00 |
| 904 | 3/31/2020 | [2757] US POSTMASTER | POSTAGE FOR UTILITY BILLING FOR THE MONTH OF | 361.38 |
| Total Checks/Deposits | | | | 115,227.65 |

| Ref# | Date | Vendor | Description | Amount |
|-------------------------------------|-----------|---------------------------|---|-------------------|
| 873 | 3/06/2020 | WITHDRAWAL | DEPOSITED ITEM RETURNED | -108.71 |
| 45-632 | 3/09/2020 | ELECTRONIC FUNDS TRANSFER | EFT FOR EDD PAYROLL TAXES FOR PPE 02/28/2020 | -2,291.54 |
| 66830 | 3/09/2020 | ELECTRONIC FUNDS TRANSFER | EFT FOR EFTPS PAYROLL TAXES FOR PPE 02/28/2020. | -11,928.58 |
| 406 | 3/10/2020 | WITHDRAWAL | DEPOSITED ITEM RETURNED | -150.00 |
| 424208 | 3/13/2020 | WITHDRAWAL | BANK ANALYSIS FEE FOR MARCH 2020 | -327.76 |
| 424207 | 3/13/2020 | ELECTRONIC FUNDS TRANSFER | EFT FOR AFLAC INSURANCE FOR MARCH 2020 | -443.42 |
| 95338 | 3/17/2020 | WITHDRAWAL | DEPOSITED ITEM RETURNED | -150.00 |
| 291 | 3/17/2020 | WITHDRAWAL | DEPOSITED ITEM RETURNED | -199.00 |
| 87-456 | 3/23/2020 | ELECTRONIC FUNDS TRANSFER | EFT FOR EDD PAYROLL TAXES FOR PPE 03/13/2020 | -2,074.52 |
| 131342 | 3/23/2020 | ELECTRONIC FUNDS TRANSFER | EFT FOR EFTPS PAYROLL TAXES FOR PPE 03/13/2020 | -11,885.02 |
| Total EFT's/Bank Withdrawals | | | | -29,558.55 |

| Ref# | Date | Vendor | Description | Amount |
|--|-----------|--|--|-------------------|
| RX TO PR | 3/3/2020 | TRANSFER FROM CHECK TO PAYROLL ACCOUNT | TRANSFER TO PAYROLL ACCOUNT FOR PPE 02/28/2020 | -31,366.73 |
| RX TO PR | 3/17/2020 | TRANSFER FROM CHECK TO PAYROLL ACCOUNT | TRANSFER TO PAYROLL ACCOUNT FOR PPE 03/13/2020 | -30,938.28 |
| RX TO PR | 3/31/2020 | TRANSFER FROM CHECK TO PAYROLL ACCOUNT | TRANSFER TO PAYROLL ACCOUNT FOR PPE 03/27/2020 | -35,157.93 |
| Total Transfer Between Accounts | | | | -97,462.94 |

Total EFT's/Bank Withdrawals



Staff Update – 2018-03-06

City Council

City Manager

Implementations and expansion of Zoom Meetings

Issued letters on municipal debt forbearance with the State of California.

Developed Rio Dell Volunteer Corp with Chamber and RDCRC – Shipping in total 33 food packages to the elderly or disabled.

Issued two pandemic newsletters through EDDM plus a postcard advisory on “flushable” wipes, also EDDM.

2020 asphalt maintenance bid, revisions and bid results.

Special Meeting on March 27, 2020

Various discussions on economic development, retention strategies.

City Clerk

Processed four (4) Building Permits

550 Rigby Ave. – Tankless Water Heater

366 Dixie St. – Gas Furnace

860 Pacific Ave. – Sewer Lateral

551 Pacific Ave. – Residential Solar

Processed one (1) Business License

553 Pacific Ave. – Home Occupation Business

Misc.

Responded to multiple inquiries from City Clerk Listserv

Working from home is not quite the same as being at work but managing okay.

City Attorney



Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of March 11, 2020 to March 31, 2020. This period of time saw an average number of calls for service, a below average number of reports, and an average number of arrests compared to last year. The onset of the Covid-19 pandemic as caused the department to be less proactive. This is the primary reason for the reduction in the number of calls for service and reports. The summation of Calls for Service is greater than the total as multiple officers can now be assigned to the same call for service.

| Officer | Calls for Service | Reports | Arrests |
|---------------------|-------------------|---------------|--------------|
| Conner | 40 | 4 | 1 |
| Beauchaine | 74 | 4 | 4 |
| Landry | 53 | 7 | 7 |
| Mitchell | 70 | 7 | 2 |
| Valk | 25 | 1 | 0 |
| Fielder | 26 | 0 | 0 |
| Totals | 259 | 23 | 14 |
| Averages | 12.3 per day | 7.6 per week | 4.6 per week |
| 2019 Yearly Average | 6.4 per day | 10.3 per week | 4.6 per week |

Calls or Service at 355 Center Street

| Type | Date | Time | Location | Primary Unit | Case # |
|--------|------------|----------|---------------|--------------|--------|
| THREAT | 03/15/2020 | 11:02:08 | 355 CENTER ST | 6A1 | |
| FU | 03/23/2020 | 18:15:18 | 355 CENTER ST | R614 | |
| 415N | 03/25/2020 | 10:48:28 | 355 CENTER ST | 6S1 | |
| 415 | 03/31/2020 | 12:24:24 | 355 CENTER ST | 6R9 | |
| UNW | 03/31/2020 | 15:54:20 | 355 CENTER ST | R613 | |



During the period March 11, 2020, to March 31, 2020, there were thirteen calls for service related to animal control issues. One dog was transported to Miranda's Rescue during this reporting period. In addition, a Manx cat was brought to the station that had been severely neglected. The animal was transported to the Emergency Veterinarian Hospital in Arcata. There it recovered and they were able to find it a new home.

Most law enforcement training has been suspended due to the Covid-19 threat. This included perishable skills training for Officer Fielder and Chief Conner, which would have taken place in this reporting period. POST has already determined that there will be a grace period to allow for training opportunities to resume.

The Department was audited by POST on March 17, 2020. No issues were found.

On March 17, 2020, Officer Landry spotted a suspicious vehicle parked behind the Scotia Inn. She contacted two men and learned that one of them had a warrant for his arrest. He was taken into custody and searched pursuant to his arrest. Drug paraphernalia was located on his person. This provided probable cause for a further search of the vehicle and two packages of suspected heroin were found. In addition to the drugs, Officer Landry found numerous bank cards, IDs, partially written checks and other evidence of forgery and fraud. Both men were written citations as the jail is not accepting anyone unless they have committed a serious felony.

On March 7, 2020, Sergeant Beauchaine was called out at 0430 hours for a domestic violence issue. A man hoped to catch his ex-girlfriend with another man. The man demanded entry and was eventually let in. However, he followed his ex-girlfriend into the bathroom and a struggle ensued. The woman's brother and his friend "escorted" the man out where he met Sergeant Beauchaine. He was arrested and transported to jail without further incident.

On March 12, 2020, the Department served a search warrant on a trailer in Fortuna that was the residence of a man arrested for human trafficking and for domestic violence. Evidence, including suspected blood, was collected. The man accused of rape in this matter was arrested by State Parole agents and a search warrant, written by the Department, was served on his trailer in King Salmon by the Sheriff's Department and District Attorney's Office. Additional evidence was gathered at this location

Code Enforcement

During the period of March 11, 2020, through March 31, 2020, the Department opened two new junk vehicle cases and did not close any. There were six open cases at the end of the time period that this report covers.

During the period of March 11, 2020, to March 31, 2020, the Department did not open or close any cases. There remained 56 open cases at the end of this reporting period.

On March 17, 2020, an inspection warrant was served at 168 Ogle Avenue. Concentrations of solid waste and garbage were discovered. Numerous photographs were taken of the back and side yards. It



was obvious that the occupants of the house had done some cleanup work, but there was still a considerable amount to do.

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park



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

April 7, 2020

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager
SUBJECT: Discussion on 2020 Asphalt Maintenance Project

IT IS RECOMMENDED THAT THE CITY COUNCIL:


Provide direction to staff, if any

BACKGROUND AND DISCUSSION

Staff will update the Council on the 2020 Asphalt Pavement project. Award of the project has been tabled until the April 21, 2020 meeting to allow staff sufficient time to develop budget adjustment materials that also incorporate the results of the 2020 regional slurry seal project bid results.

///

2020 Street Asphalt Maintenance Repair Request for Contractor Bid

| | | |
|--|---|---|
|  <p>CITY OF RIO DELL CALIFORNIA</p> | <p>City of Rio Dell</p> <p>Issued by Kyle Knopp, City Manager</p> <p>knoppk@cityofriodell. ca.gov</p> | <p>Issue Date: March 9, 2020</p> <p>Due Date: April 2, 2020</p> <p>Description: Pavement Overlay</p> <p>Addendum: </p> |
|--|---|---|

Summary: The City of Rio Dell is seeking bids from responsive and responsible contractors to conduct grind outs, leveling courses, overlays and resetting of utilities on Eeloa, Fern and Riverside Streets.

REQUIRED LICENSING:

A "Class-A" license issued by the State of California is required for this project.

Contractor has a Class "A" general contractor's license. **Contractor's License #**
663866 **Expires:** 8/31/21

Contractor has registered with the State of California's DIR (Department of Industrial Relations) website:

DIR Registration Number: 1000013619

TIME OF COMPLETION:


Bidder agrees to complete the project on or before a date specified in a signed contract. The City desires to complete this project as soon as possible, preferably by June 30, 2020.

MANDATORY WALK-THROUGH:

A mandatory pre-bid conference will be held on March 25, 2020 at 8:30am at the Rio Dell City Hall Council Chambers. The group will then travel to the location.

ATTACHMENT A: BID SHEET

2020 Street Asphalt Maintenance Request for Bids

| | | |
|---|---|--|
|  <p>CITY OF RIO DELL CALIFORNIA</p> | <p>City of Rio Dell</p> <p>Issued by Kyle Knopp, City Manager</p> <p>knoppk@cityofriodell. ca.gov</p> | <p>Issue Date: March 9, 2020</p> <p>Due Date: April 2, 2020</p> <p>Description: Pavement Repair</p> <p>Addendum: No. 1</p> |
|---|---|--|

Summary: The City of Rio Dell is seeking bids from responsive and responsible contractors for asphalt maintenance overlay within the City.

BID SUMMARY:

Total Bid Price (No Additives) : Fifty thousand seven hundred eighty ^{six} (\$ 50,786.⁰⁰)

SIGNATURE

[Signature]

DATE

4/1/20

PRINT NAME

Tim Heavens, VP

COMPANY

Hoover & Co., Inc.



BID SCHEDULE: 2020 Street Asphalt Maintenance

| Item No. | Est. Qty. | Unit | Description | Unit Price | Total |
|------------------------|-----------|--------|---|----------------------------|-----------------|
| Item 1 | | | | | |
| 1.1 | 450 | FT | Blade Ditch South Side Eoloa | \$(3. ⁰⁰) | \$(1,350.-) |
| 1.2 | 380 | FT | Conform Grind 4' | \$(6.-) | \$(2,280.-) |
| 1.3 | 228 | TN | Asphalt Overlay (1.5" thick) (22,740 SF total) | \$(172.-) | \$(39,216.-) |
| 1.4 | 1 | EA | Adjust Utility to Grade (Manhole) | \$(660.-) | \$(660.-) |
| 1.5 | 1 | EA | Replace DI - (1 ton Asphalt already included asphalt tonnage for 100 sq. ft. around DI) | \$(4,200.-) | \$(4,200.-) |
| 1.6 | 1400 | Sq. FT | 1/10 inch grind for smoothness | \$(2.20) | \$(3,080.-) |
| | | | | TOTAL | \$(53,786.-) |
| Additive Item 2 | | | | | |
| 2.1 | 110 | FT | Conform Grind 4' | \$(19.-) | \$(2,090.-) |
| 2.2 | 50 | TN | Asphalt Overlay (1.5" thick) (4,933 SF total) | \$(227.-) | \$(11,350.-) |
| 2.3 | 1 | EA | Adjust Utility to Grade (Manhole) | \$(750.-) | \$(750.-) |
| | | | | TOTAL | \$(14,190.-) |
| Additive Item 3 | | | | | |
| 3.1 | 480 | FT | Conform Grind 4' | \$(5.-) | \$(2,400.-) |
| 3.2 | 202 | TN | Asphalt Overlay (1.5" thick) (20,101 SF total) | \$(173.-) | \$(34,946.-) |
| 3.3 | 1 | EA | Replace DI | \$(4,500.-) | \$(4,500.-) |
| 3.4 | 3520 | FT | Grind Out and Replace w/ 1" AC | \$(2.90) | \$(10,208.-) |
| 3.5 | 48 | FT | 3" pipe for driveways | \$(16.-) | \$(768.-) |
| | | | | TOTAL | \$(52,822.-) |
| | | | | Items 1, 2 & 3 GRAND TOTAL | \$(117,798.-) |

EXCEPTION TO SPECIFICATION: List all exceptions to specification on a separate piece of paper, attached to the bid.

THIS FORM MUST BE COMPLETED, SIGNED AND DATED FOR YOUR BID TO BE VALID. SIGNATURES OR HANDWRITING MAY BE REQUIRED ON OTHER PAGES OF THIS BID SCHEDULE OR REQUEST.

SIGNATURE

2



4/1/20

PRINT NAME

Tim Hooven VP

ADDRESS

COMPANY

Hooven & Co., Inc.

3445 Central Ave

EMAIL

tim@hoovenco.com


McKinleyville, CA

95519

PHONE

707 839 1291

2020 Street Asphalt Maintenance Repair Request for Contractor Bid

| | | |
|--|---|---|
|  <p>CITY OF RIO DELL CALIFORNIA</p> | <p>City of Rio Dell</p> <p>Issued by Kyle Knopp, City Manager</p> <p>knoppk@cityofriodell. ca.gov</p> | <p>Issue Date: March 9, 2020</p> <p>Due Date: April 2, 2020</p> <p>Description: Pavement Overlay</p> <p>Addendum:</p> |
|--|---|---|

Summary: The City of Rio Dell is seeking bids from responsive and responsible contractors to conduct grind outs, leveling courses, overlays and resetting of utilities on Eeloa, Fern and Riverside Streets.

REQUIRED LICENSING:

A "Class-A" license issued by the State of California is required for this project.

Contractor has a Class "A" general contractor's license. **Contractor's License #**
105709 **Expires:** 1/31/2021

Contractor has registered with the State of California's DIR (Department of Industrial Relations) website:

DIR Registration Number: 1000009518

TIME OF COMPLETION:


Bidder agrees to complete the project on or before a date specified in a signed contract. The City desires to complete this project as soon as possible, preferably by June 30, 2020.

MANDATORY WALK-THROUGH:

A mandatory pre-bid conference will be held on March 25, 2020 at 8:30am at the Rio Dell City Hall Council Chambers. The group will then travel to the location.

ATTACHMENT A: BID SHEET

2020 Street Asphalt Maintenance Request for Bids

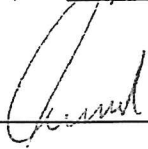
| | | |
|--|---|--|
|  <p>CITY OF RIO DELL CALIFORNIA</p> | <p>City of Rio Dell</p> <p>Issued by Kyle Knopp, City Manager</p> <p>knoppk@cityofriodell. ca.gov</p> | <p>Issue Date: March 9, 2020</p> <p>Due Date: April 2, 2020</p> <p>Description: Pavement Repair</p> <p>Addendum: No. 1</p> |
|--|---|--|

Summary: The City of Rio Dell is seeking bids from responsive and responsible contractors for asphalt maintenance overlay within the City.

BID SUMMARY:

Total Bid Price (No Additives) : Fifty Four Thousand Ninety Two Dollars (\$ 54,092.00)

SIGNATURE _____



DATE 4/2/2020

PRINT NAME Justin Zabel, President

COMPANY Mercer-Fraser Company

**BID SCHEDULE:
2020 Street Asphalt Maintenance**

| Item No. | Est. Qty. | Unit | Description | Unit Price | Total |
|------------------------|-----------|--------|---|----------------------------|-----------------|
| Item 1 | | | | | |
| 1.1 | 450 | FT | Blade Ditch South Side Eoloa | \$(6.00) | \$(2,700.00) |
| 1.2 | 380 | FT | Conform Grind 4' | \$(9.00) | \$(3,420.00) |
| 1.3 | 228 | TN | Asphalt Overlay (1.5" thick) (22,740 SF total) | \$(179.00) | \$(40,812.00) |
| 1.4 | 1 | EA | Adjust Utility to Grade (Manhole) | \$(1,400.00) | \$(1,400.00) |
| 1.5 | 1 | EA | Replace DI – (1 ton Asphalt already included asphalt tonnage for 100 sq. ft. around DI) | \$(2,120.00) | \$(2,120.00) |
| 1.6 | 1400 | Sq. FT | .1/10 inch grind for smoothness | \$(2.60) | \$(3,640.00) |
| | | | | TOTAL | \$(54,092.00) |
| Additive Item 2 | | | | | |
| 2.1 | 110 | FT | Conform Grind 4' | \$(7.70) | \$(847.00) |
| 2.2 | 50 | TN | Asphalt Overlay (1.5" thick) (4,933 SF total) | \$(290.00) | \$(14,500.00) |
| 2.3 | 1 | EA | Adjust Utility to Grade (Manhole) | \$(1,400.00) | \$(1,400.00) |
| | | | | TOTAL | \$(16,747.00) |
| Additive Item 3 | | | | | |
| 3.1 | 480 | FT | Conform Grind 4' | \$(5.00) | \$(2,400.00) |
| 3.2 | 202 | TN | Asphalt Overlay (1.5" thick) (20,101 SF total) | \$(190.00) | \$(38,380.00) |
| 3.3 | 1 | EA | Replace DI | \$(2,120.00) | \$(2,120.00) |
| 3.4 | 3520 | FT | Grind Out and Replace w/ 1" AC | \$(12.00) | \$(42,240.00) |
| 3.5 | 48 | FT | 3" pipe for driveways | \$(13.00) | \$(624.00) |
| | | | | TOTAL | \$(85,764.00) |
| | | | | Items 1, 2 & 3 GRAND TOTAL | \$(156,603.00) |

EXCEPTION TO SPECIFICATION: List all exceptions to specification on a separate piece of paper, attached to the bid.

THIS FORM MUST BE COMPLETED, SIGNED AND DATED FOR YOUR BID TO BE VALID. SIGNATURES OR HANDWRITING MAY BE REQUIRED ON OTHER PAGES OF THIS BID SCHEDULE OR REQUEST.

SIGNATURE



DATE 4/2/2020

PRINT NAME

Justin Zabel, President

ADDRESS

COMPANY

Mercer-Fraser Company

PO Box 1006

EMAIL

jzabel@mercerfraser.com

Eureka, CA 95502

PHONE

(707) 443-6371

Items 1, 2 and 3

47,774 Sq. Ft.

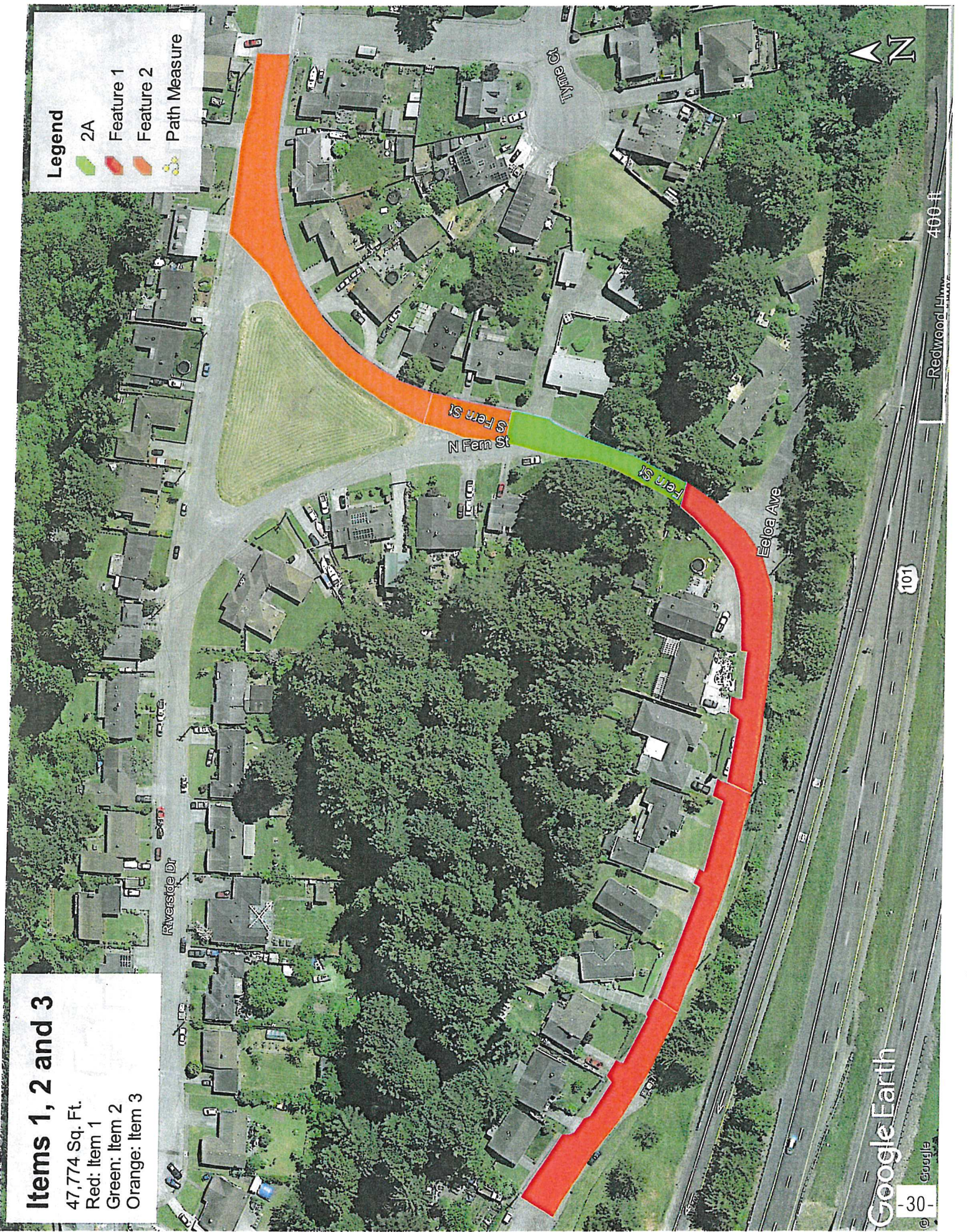
Red: Item 1

Green: Item 2

Orange: Item 3

Legend

- 2A
- Feature 1
- Feature 2
- Path Measure



Item 3

20,101 Sq. Ft.

Legend

2A

Feature 1

Feature 2

Path Measure

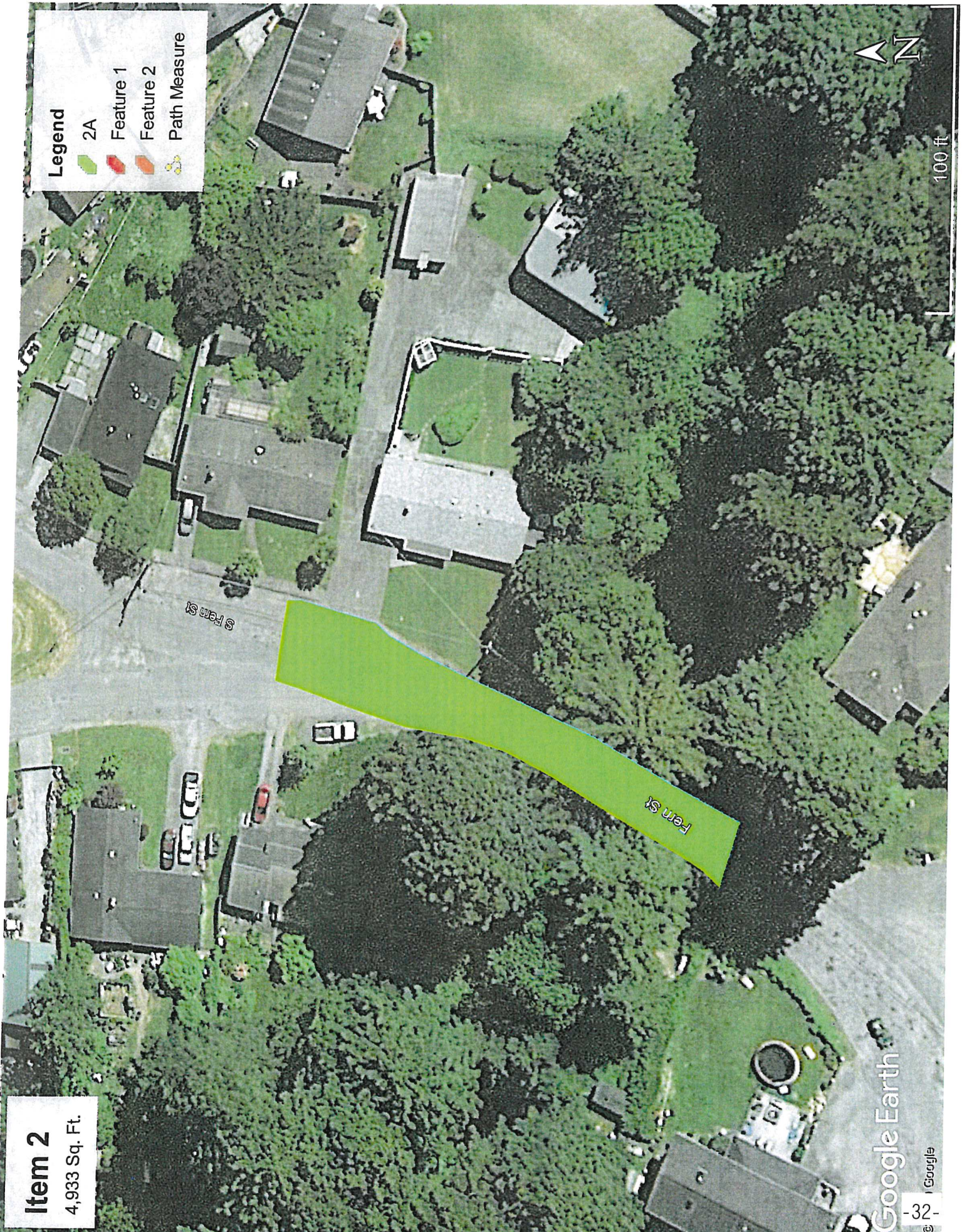


Item 2

4,933 Sq. Ft.

Legend

- 2A
- Feature 1
- Feature 2
- Path Measure



Google Earth

© Google

Item 1

22,740 Sq. Ft.

Legend

2A

Feature 1

Feature 2

Path Measure





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

April 7, 2020

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager
SUBJECT: Discussion on Utility Late Charges and Shutoffs

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Provide direction to staff, if any

BACKGROUND AND DISCUSSION

Mayor Garnes requested this item be agendaized for discussion.

Attached is Governor Gavin Newsom's Executive Order N-42-20 which suspends water shutoffs for nonpayment statewide.

Below is the Rio Dell Municipal Code regarding penalties for non-payment of utility bills.

13.10.231 Penalty

Rates and charges which are not paid on or before the date of delinquency shall be subject to a basic penalty of 10 percent, and thereafter an additional 10 percent of each month's charge for each month of delinquency; provided, that if Government Code Section [54348](#) is amended to allow for a greater penalty, the City Council may establish a penalty in the amount allowed by Section 54348. In addition to the basic penalty, there shall be a penalty of one-half of one percent per month for nonpayment of the charges and basic penalty.

The City may initiate proceedings in accordance with Government Code Sections [54354](#) through [54357](#) to have such delinquent costs and penalties assessed against the real property or premises where the service is provided to become a lien against the property. The lien shall be turned over to the County Assessor who shall enter the lien on the assessment rolls as a special assessment, thereafter to be collected at the same time and in the same manner as ordinary municipal taxes, to be subject to the same penalties and procedure under foreclosure and sale as provided by the Government Code and as provided for ordinary municipal taxes. [Ord. 320 § 1, 2014.]

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EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER N-42-20

WHEREAS on March 4, 2020, I proclaimed a state of emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS it is the established policy of the State under Water Code section 106.3 that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes; and

WHEREAS to limit the spread of COVID-19 it is crucial that Californians wash their hands regularly and thoroughly; and

WHEREAS many Californians are experiencing or will experience substantial losses of income as a result of business closures, the loss of work hours or wages, or layoffs related to COVID-19, which may hinder their ability to make payments for water service and subject them to water shutoffs due to non-payment; and

WHEREAS many small businesses that provide services essential to the health and well-being of Californians have experienced substantial reductions in income, which may hinder their ability to make payments for water service and subject them to water shutoffs due to non-payment; and

WHEREAS the California Public Utilities Commission has directed private water utilities under its jurisdiction to implement customer service protections, including a moratorium on service disconnections, during the COVID-19 emergency; and

WHEREAS more than 100 public and private water systems have voluntarily agreed to halt disconnections as well; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with the various statutes and regulations concerning water shutoffs specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and the statutes of the State of California, and in particular, Government Code sections 8567, 8570, 8571, and 8627, do hereby issue the following order to become effective immediately:

IT IS HEREBY ORDERED THAT:

- 1) The authority of urban and community water systems, as defined in Health and Safety Code section 116902, subdivision (d), to discontinue residential service, as defined in Health and Safety Code section 116902, subdivision (c), for non-payment under Health and Safety Code sections 116908 and 116910, is suspended.
- 2) Water systems not subject to the requirements of Health and Safety Code sections 116908 and 116910 shall not discontinue residential

service, as defined in Health and Safety Code section 116902, subdivision (c), for non-payment.

- 3) Water systems shall restore any residential service to occupied residences that has been discontinued for nonpayment since March 4, 2020.
- 4) Water systems shall not discontinue service to any business in the critical infrastructure sectors designated by the State Public Health Officer as critical to protect the health and well-being of all Californians that qualifies as a small business under 13 C.F.R. § 121.201 of the Small Business Administration's regulations.
- 5) The State Water Resources Control Board shall identify best practices, guidelines, or both to be implemented during the COVID-19 emergency (i) to address non-payment or reduced payments, (ii) to promote and to ensure continuity of service by water systems and wastewater systems, and (iii) to provide measures such as the sharing of supplies, equipment and staffing to relieve water systems under financial distress.

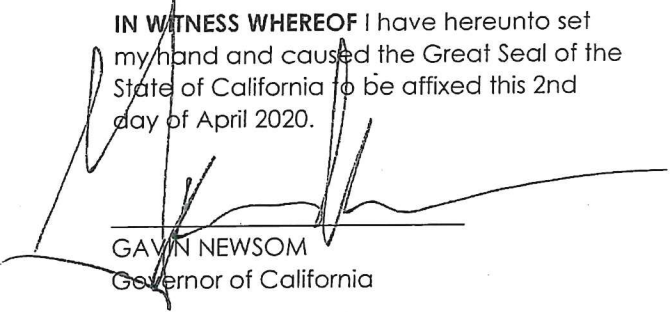
Nothing in this Order eliminates the obligation of water customers to pay for water service, prevents a water system from charging a customer for such service, or reduces the amount a customer already may owe to a water system.

Nothing in this Order modifies the obligations of urban and community waters systems to comply with provisions of the Water Shutoff Protection Act not specifically addressed by this Order or other applicable laws, regulations, and guidelines.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 2nd day of April 2020.



GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State