



AGENDA
RIO DELL CITY COUNCIL
CLOSED SESSION – 5:30 P.M.
REGULAR MEETING – 6:30 P.M.
TUESDAY, MAY 5, 2015
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 IN CLOSED SESSION AS FOLLOWS:

1) 2015/0505.01 - **Conference with Legal Counsel – Existing Litigation**

Name of Case: City of Rio Dell v. SHN Consulting Engineers and Geologists, Inc. a California Corp. Case No. DR130745
(Pursuant to Gov't Code Section 54956.9(a))

2) 2015/0505.02 - **Conference with Legal Counsel – Anticipated Litigation**

Consider initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9: (One potential case, facts and circumstances known to adverse parties): Access dispute, quiet title and prescriptive easement related to waterline maintenance and vehicular access along Old Ranch Road to City of Rio Dell Monument Springs Parcel (APN: 205-041-014). Potential adverse property owners along Old Ranch Road, include, without limitation, Cidoni, Coleman, Lewis and Humboldt Redwood Company.

- 3) 2015/0505.03 - Conference with Labor Negotiator – City Manager
Concerning Labor Negotiations with Rio Dell Employees Association,
Rio Dell Police Officers Association, and Contract Employees
(Pursuant to Gov't Code Section 54957.6)

D. PUBLIC COMMENT REGARDING CLOSED SESSION

E. RECESS INTO CLOSED SESSION

F. RECONVENUE INTO OPEN SESSION – 6:30 P.M.

G. ORAL ANNOUNCEMENTS

H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL MATTERS

- 1) 2015/0505.04 - Proclamation in Recognition of Older Americans Month May 2015 1

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. 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 Councilmembers present 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.

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) 2015/0505.05 - Approve Minutes of the April 21, 2015 Regular Meeting (**ACTION**) 3
- 2) 2015/0505.06 – Approve and Authorize the Mayor to Sign Letter of Support for SB 16 (Transportation) (**ACTION**) 15
- 3) 2015/0505.07 - Authorize the Mayor to Sign Letter Supporting the Active Transportation Program Grant for Rio Dell (**ACTION**) 21
- 4) 2015/0505.08 - Authorize City Manager to Extend Engagement of Auditing Firm of R.J. Riccardi, CPA's to Complete the FY 2014-2015 Audit (**ACTION**)22

L. SPECIAL PRESENTATIONS/STUDY SESSIONS

- 1) 2015/0505.09 - Preliminary Review of FY 2015-2016 Draft Budget
(DISCUSSION/POSSIBLE ACTION) 24

M. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2015/0505.10 - Invoices for Metropolitan Well Site Rehabilitation and Monitoring
Wells (RECEIVE & FILE) 28

N. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

O. REPORTS/STAFF COMMUNICATIONS

1. City Manager
2. Chief of Police
3. Finance Director
4. Community Development Director

P. COUNCIL REPORTS/COMMUNICATIONS

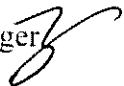
Q. ADJOURNMENT

*The next regular meeting will be on May 19, 2015
at 6:30 p.m. in City Hall Council Chambers*

675 Wildwood Avenue
Rio Dell, CA 95562



STAFF REPORT

TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager 
FROM: Karen Dunham, City Clerk
DATE: May 5, 2015
SUBJECT: Proclamation in Recognition of Older Americans Month 2015

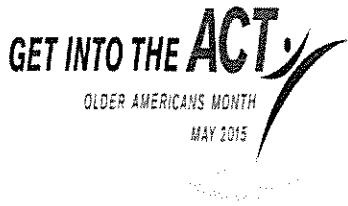
RECOMMENDATION

Read the proclamation in recognition of Older Americans Month May 2015.

BACKGROUND AND DISCUSSION

Councilmember Marks will be accepting the Proclamation on behalf of the Area 1 on Aging.

ATTACHMENTS: Proclamation



Older Americans Month 2015

A PROCLAMATION

Whereas, the city of Rio Dell includes a thriving community of older Americans who deserve recognition for their contributions and sacrifices to ensure a better life for future generations; and

Whereas, the city of Rio Dell is committed to helping all individuals live longer, healthier lives in the communities of their choice for as long as possible; and

Whereas, since 1965, the Older Americans Act has provided services that help older adults remain healthy and independent by complementing existing medical and health care systems, helping prevent hospital readmissions, and supporting some of life's most basic functions, such as bathing or preparing meals; and

Whereas, these programs also support family caregivers, address issues of exploitation, neglect and abuse of older adults, and adapt services to the needs of Native American elders; and

Whereas, we recognize the value of community engagement and service in helping older adults remain healthy and active while giving back to others; and

Whereas, our community can provide opportunities to enrich the lives of individuals of all ages by:

- Promoting and engaging in activity, wellness, and social inclusion.
- Emphasizing home- and community-based services that support independent living.
- Ensuring community members of all ages benefit from the contributions and experience of older adults.

Now therefore, we the City Council of the city of Rio Dell, California do hereby proclaim May 2015 to be Older Americans Month. We urge every resident to take time this month to celebrate older adults and the people who serve and support them as powerful and vital individuals who greatly contribute to the community.

Dated this 5th day of May, 2015

Frank Wilson, Mayor
City of Rio Dell

**RIO DELL CITY COUNCIL
REGULAR MEETING
APRIL 21, 2015
MINUTES**

The regular meeting/closed session of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Wilson

ROLL CALL: Present: Mayor Wilson, Councilmembers Garnes, Johnson, Marks and Thompson

Others Present: (Closed Session) City Manager Knopp, Water/Roadways Superintendent Jensen and City Attorney Gans

(Regular Meeting) City Manager Knopp, Finance Director Woodcox, Water/Roadways Superintendent Jensen, and City Clerk Dunham

Absent: Chief of Police Hill, Community Development Director Caldwell, and Wastewater Superintendent Chicora (excused)

CLOSED SESSION

At 5:30 p.m. the Council recessed to closed session with legal counsel to discuss the following matters:

Conference with Legal Counsel – Existing Litigation

Name of Case: City of Rio Dell v. SHN Consulting Engineers and Geologists, Inc. a California Corp. Case No. DR130745 (Pursuant to Gov't Code Section 54956.9(a); and

Conference with Legal Counsel – Anticipated Litigation

Consider initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9: (One potential case, facts and circumstances known to adverse parties): Access dispute, quiet title and prescriptive easement related to waterline maintenance and vehicular access along Old Ranch Road to City of Rio Dell Monument Springs Parcel (APN: 205-041-014). Potential adverse property owners along Old Ranch Road, include, without limitation, Cidoni, Coleman, Lewis and Humboldt Redwood Company.

The Council reconvened into open session at 6:30 p.m. and Mayor Wilson announced there was no reportable action taken in closes session.

PUBLIC PRESENTATIONS

Nick Angeloff reported on Little League activities and the upcoming opening day and said they will be putting up a new fence, installing a new roof, and that the snack shack will be open. He also thanked the City and the public works department for mowing the baseball field.

CONSENT CALENDAR

Councilmembers Johnson and Marks asked that Item #3 be removed from the consent calendar for separate discussion.

Motion was made by Thompson/Johnson to approve the consent calendar including approval of minutes of the April 7, 2015 CDBG study session; approval of minutes of the April 7, 2015 regular meeting; and authorizing the city manager to sign an MOU extending the City of Rio Dell's Green Waste Curbside Collection Program. Motion carried 5-0.

Approve and Authorize Mayor to Sign Letter of Support for SB 16 (Transportation)

Councilmember Johnson recognized the dire need for street repairs in California but expressed concern about the effects of the proposed transportation bill to the City. He said if you do the calculations based on a pro-rated basis, Rio Dell will contribute approximately \$300,000/yr. and only get back \$68,000 to \$88,000. He said it doesn't seem to be a very good deal for the State and an even worse deal for the City. He added that any real transportation measure needs to dig into the billions of dollars needed for the lack of street repairs and feels this is too little. He said it is unfortunate that the federal government is not taking transportation more seriously.

Councilmember Marks expressed opposition for the bill for other reasons stating that the 5-year plan is just another tax and there is no plan at the end of those five years. He noted that in 2014 the governor studied a bill to tax "miles traveled" which seem to be a more equitable way to fund street repairs whereas everyone pays their share with no exceptions. He said other states have done studies as well and Oregon is one of the first to implement a "miles traveled" tax.

Councilmember Garnes asked if there are other avenues being explored and if the City opposes the bill if it will eliminate the chance of getting any of the funding.

City Manager Knopp responded that he was not aware of any other transportation proposals to raise revenue for street repairs and noted that Gas Tax monies are declining in double digits. He said one of the reasons the League of California Cities has brought this up is because it is the only measure being proposed and it will help solve the immediate crisis and provide a plan to restore California's deteriorating streets and highways. He noted that the state's failure to keep up the pace with repairs is due to several factors including the diversion of road maintenance revenues for other uses and the dwindling of the gas tax revenue which has been a key source of revenue for street repairs. He said even if Rio Dell only got the lowest projected allocation, it would still be tremendous to the streets budget.

Finance Director Woodcox pointed out that as far as the "miles traveled" plan, she understands it will take up to 5 years to implement.

APRIL 21, 2015 MINUTES
Page 3

Mayor Wilson asked for clarification on the \$300,000 the City would be paying into the transportation fund.

Councilmember Johnson explained the revenue will come from the increased excise fuel tax, vehicle registration fees and truck weight fees that are proposed to be put back into transportation for street and road improvements. He said based upon the formula place, Rio Dell will only get back around \$68,000.

Councilmember Thompson stated that he would vote to support the bill knowing that it is not perfect and referred to the statement that said the bill guarantees the revenue will be used exclusively for road, street, bridge repairs, and improving freight mobility at ports and said although that's what is promised there really is no guarantee.

Councilmember Johnson pointed out that the bill is in infancy and still has to go through the committees. If Rio Dell and others make a recommendation, it will go before the legislature; they will take note of it and hopefully incorporate it into the bill. He said his main concern is that the City will be taxed a large amount with little return and believes taxes should stay in Rio Dell.

The consensus was for councilmembers to submit their comments to the city manager for inclusion in the SB 16 (Beall) Transportation Funding letter of support to Senator Beall and bring it back to Council on May 5th for the mayor's signature.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Appointment of One (1) Public Member to Serve on the Nuisance Committee

City Manager Knopp provided a brief staff report and said two applications were received, one from Tracy O'Connell and one from Joseph Frye for the second public member on the Nuisance Committee.

Mayor Wilson invited each of the applicants to make a brief statement.

Tracy O'Connell said she was in attendance at the Council meeting when the first applicant was appointed to the Nuisance Committee (Julie Woodall) and it seemed that the City was in need of another public member so she applied. Since there was another applicant willing to serve, she said she had no problem withdrawing her application.

Joseph Frye addressed the Council and said he has been a member of the community for 12 years, has two young children and would like to become more involved.

Motion was made by Thompson/Johnson to appoint Joseph Frye as one of the two public members to the Nuisance Committee. Motion carried 5-0.

Draft Memorandum of Understanding (MOU) Between Humboldt Waste Management Authority and City of Rio Dell with Further Consideration of Related Request for Proposal and Authorization of a Related Letter

City Manager Knopp provided a staff report and said Humboldt Waste Management Authority (HWMA) has been in the process of creating a Regional Recyclable Materials Program to centralize recyclable flow control with HWMA over the next ten years. He said under this program the City would receive quarterly payments based upon tonnage received from Rio Dell with the agency retaining 15% of the base revenue for costs incurred by HWMA. He noted that the draft MOU is being distributed to all member agencies to access program participation so HWMA can access approximate tonnage levels it expects to process. He said the Council is encouraged to make a decision to enter or to not enter into the MOU by May 29th.

He further reported that as a member of HWMA, and the way the MOU is structured, the City can enter into the recycling MOU in the future if the City chooses to do so. Also, the City is currently in a contract with ERD and if we were to sign the MOU now, we would be making a commitment for December 2016 which is when the current contract for recycling materials expires with ERD and recycling materials would automatically go to HWMA. He said based on that information staff's recommendation is to forego taking any action on the MOU at this time to see how the regionalized recycling effort rolls out, see what kind of numbers it produces for HWMA and to get a better picture to determine definitively that it is either beneficial to join or not to join.

He then introduced Rick Powell from ERD, present to give ERD's point of view on the issue and answer any questions.

Rick Powell expressed support for staff's recommendation not to enter into the MOU with HWMA at this time and said there is over a year and a half left before the City's contract with ERD expires and as the city manager pointed out, signing the MOU at this time would guarantee that the recycling tonnage is directed to HWMA's recycling contractor and it is unknown what that rate is going to be or what additional costs will be by doing that.

He noted that ERD provides substantially lower collection rates than a lot of other areas of the County because of having the transfer station and processing facility in Fortuna which saves the transportation costs of directing those materials to Eureka. He also said the revenues from the sales of recyclables they collect help to offset those rates. In addition to that, they also pay the highest rebate to the customers they process materials for which is \$10/ton with no administration fee deducted whereas HWMA pays \$7.20/ton.

Councilmember Thompson asked how the numbers for recyclables would be affected if the City were to go to mandatory garbage collection.

Rick Powell commented that the number of additional customers is unknown although the tonnage for recyclables would likely increase. He pointed out that there are other means for

APRIL 21, 2015 MINUTES
Page 5

recycling and some customers only have recycling bins, some use the bins at City Hall, and some take their recyclables into ERD. He said having the can at home does provide convenience so some of those new customers would use that service.

Councilmember Thompson expressed support for staff's recommendation to forego entering into the Recycling MOU with HWMA and to state in the letter to HWMA that the City Council does not support the inclusion of Section 13 in the MOU pertaining to "Nuclear Free Ordinance(s) Compliance" as it is a political statement and is not appropriate to be included in the MOU. Council concurred.

Sharon Wolff commented that the County of Humboldt requires the statement to be included in all contracts.

Councilmember Johnson referred to Page 2 of the draft MOU and asked for clarification of No. 9; "Maintain quarterly facility total residual disposal to less than 8% of inbound materials from the franchise haulers."

Rick Powell explained that what that says is that the City will recycle and divert 92% of the materials that come in to keep the residual (trash) out such as Styrofoam or food waste that is not recyclable and cannot be diverted under the RFP.

Mayor Wilson commented that he believes that recycling materials will be worth more and more as time goes on because in today's society with the younger generation they will figure out ways to reuse things that the older generation sees as trash. He said May 29th is too early to make a decision and also is opposed to anything that puts the City at a disadvantage with the negotiation process

Motion was made by Garnes/Johnson to take no action regarding the Recycling MOU or RFP and authorize the Mayor to sign the correspondence to the HWMA Board with the added comment to say the City Council does not support the inclusion of language pertaining to Nuclear Free Ordinance Compliance. Motion carried 5-0.

Contracts for Services at the Metropolitan Well Site

City Manager Knopp provided a staff report and said at the last regular meeting the Council discussed the need to move forward on both of the Metropolitan Well projects and approved the bid award to ABC Liovin Drilling, Inc. in the amount of \$19,800 for the Metropolitan Well Site Monitoring Wells. He said as authorized by the Council, he signed the Notice of Award and Contract Agreement and the project is moving forward as scheduled.

He said related to the other half of the project for rehabilitation of the wells, the Council authorized the city manager to select a well developing contractor since there were no bids received. He said in working with the city engineer, he was able to find a suitable contractor from Healdsburg; Groundwater Pump & Well, Inc. so in a short space of time staff was able to

APRIL 21, 2015 MINUTES
Page 6

secure two contractors which is good news in terms of keeping with the goal of achieving project completion in 2015.

He commented that the recommendation is to simply review the contract(s) and provide comment, if any.

Councilmember Johnson commented that the contract with ABC Liovin Drilling, Inc. seems to be in order and properly executed.

Authorization for Progress Payment to Groundwater Pump & Well, Inc. for Work on the Metropolitan Well Rehabilitation Project

City Manager Knopp provided a staff report and said in the initial discussions with the contractor, a proposal was made for half of the project costs up front, or approximately \$18,142.20 and throughout the conversations the contractor has maintained that some form of early payment is necessary for their work. As such, staff informed them that an item would be placed on the agenda seeking authorization from the Council to authorize a progress payment reflective of cost incurred by the contractor for services rendered to date. He presented the Council with an invoice from Groundwater Pump and Well in the amount of \$9,500 for project mobilization and investigation recommended the Council approve the progress payment in the amount of \$9,500 for work on the Metropolitan Well Rehabilitation Project.

City Manager Knopp further reported that upon the initial investigation of Well #1, the contractor believes it is worth rehabbing and that the construction of the well is sturdy and the thickness of the well plating is adequate. He said over the next few days they will be doing flow tests which will enable them to make a more informed analysis.

Councilmember Johnson asked for the estimated date for completion.

City Manager Knopp stated the official date of completion is April 28th.

Motion was made by Johnson/Thompson to authorize a progress payment to Groundwater Pump & Well, Inc. in the amount of \$9,500 for work related to the Metropolitan Well Rehabilitation Project. Motion carried 5-0.

Review of City Council Protocols and Possible Adoption of New Rules of Order

City Clerk Dunham provided a staff report and said as the Council is aware, this has been an item of discussion since January. The Council at the March 3, 2015 meeting directed staff to come back with the latest version of Robert's Rules of Order for review and comparison with Rosenberg's Rules of Order. Council members were provided with the *Newly Revised 11th Edition of Robert's Rules of Order*. She said staff was also directed to bring back the *2011 City Council Protocols* for review and possible revision.

She noted that she sent inquiries through a City Clerk Listserv to obtain information and comments on their jurisdiction's rules of order and received a total of 36 responses; 21 of which rely on *Rosenberg's Rules of Order* as their primary rules of parliamentary procedure. She provided a spreadsheet summarizing the responses and said the current trend seems to lean toward *Rosenberg's Rules* over *Robert's Rules* since the overall opinion is that *Rosenberg's* are more geared for local government. She indicated that a few of the jurisdictions surveyed have adopted their own Council rules and procedures since there is no law requiring local government to adopt a particular set of rules. She said to the extent that their rules do not address an issue of parliamentary procedure, *Rosenberg's Rules* or *Robert's Rules* then apply.

City Clerk Dunham further stated that adoption of official rules of order whether it be *Robert's Rules* or *Rosenberg's Rules* as the general procedure, along with the *Brown Act* and a comprehensive set of City Council Protocols or Rules of Procedure will provide the necessary tools to govern the conduct of meetings.

She said staff's recommendation is for the City Council to: 1) adopt *Rosenberg's Rules of Order* as the City's parliamentary procedures; or 2) take no action and keep *Robert's Rules of Order*; and review the *2011 City Council Protocols*, discuss any recommended revisions and direct staff to return with the update for formal adoption as the City's guiding Rules of Procedure in conjunction with the adopted Rules of Order.

Councilmember Thompson said he would like to keep the rules of procedure as simple as possible.

Councilmember Johnson commented that if the Council decides to adopt *Rosenberg's Rules of Order* he would hope that they will also apply to the various commissions and committees of the city.

Councilmember Marks stated that he doesn't have a preference for one over the other.

Councilmember Garnes said a lot of the City's concerns seem to relate to code of conduct and that the City of Sacramento's Rules of Procedure address the issue very clearly. Also, it was suggested by the city manager that the basic set of meeting rules be posted on the back wall of the Council Chambers so citizens can read it which she agreed with. She noted that there are things that are not addressed in the current protocols such as how to deal with disruptive citizens. She said since the Council has copies of both *Robert's Rules of Order* and *Rosenberg's Rules of Order* to rely on, she thinks the best option might be to massage the *City Council Protocols* so they address all of the important issues and perhaps incorporate Sacramento's language related to Code of Conduct and use that as the guiding document. If something comes up that is not covered, then rely on *Rosenberg's Rules of Order*.

City Clerk Dunham pointed out that a Code of Conduct for citizens was one of the things not addressed in *Robert's Rules of Order*.

APRIL 21, 2015 MINUTES
Page 8

Mayor Wilson stated that *Robert's Rules of Order* addresses a lot of larger boards such as the the Senate and Congress but is also geared to deal with smaller boards such as a chamber of commerce. He took issue with the comments that *Robert's Rules of Order* is outdated because it isn't since it has recently been updated (11th Edition). He said one of the beginning chapters speaks to the legislative body and refers to constitutional by-laws (protocols) as the primary guiding document and *Robert's Rules of Order* for things not covered under the by-laws.

He said the biggest thing that *Rosenberg's Rules* does is simplifies how to make motions and talks about three basic motions although there is more than that which is where the cheat sheets come in and further define the different kinds of motions. He pointed out that the city has a pretty good set of protocols as compared to some of the larger cities and as Councilmember Garnes suggested, he thinks revision of the current protocols with incorporation of a Code of Conduct and incorporation of some of the small changes that were recently made to the City's Code such as holding Council meetings on election day and the three minute rule for public presentations is a good idea.

He commented that what he would like to see is basically what the City of Fresno did and for simplicity sake to put *Rosenberg's Rules of Order* as the primary guide and *Robert's Rules of Order* to fall back on as a secondary source. His reason was that there are a lot of procedures out there and when things are running smoothly the Council doesn't need them but there has and will be times when a citizen is irate and uses abusive language. He said the Council protocols/rules of procedure need to address how to deal with those situations.

He suggested the current City Council Protocols be modified to perhaps include some of the language from Sacramento and/or Fresno and bring the draft back to Council for consideration.

Councilmember Johnson referred to the agenda order as defined in the *City Council Protocols* and made some recommended changes to make it consistent with the current agenda.

Councilmember Thompson said it makes more sense to also address any items pulled from the Consent Calendar after approval of the other consent calendar items rather than move them down to Special Call Items. Council concurred.

City Clerk Dunham referred to the *City Council Mission Statement* and eleven main topics as recommended by the city manager and recommended it be incorporated into the City Council Protocols. Mayor Wilson then read it for the benefit of the public.

Consensus of the Council was that staff draft new City Council Protocols/Rules of Procedure with incorporation of the suggested revisions and bring it back to Council for further review and adoption.

Mayor Wilson called for public comment.

APRIL 21, 2015 MINUTES
Page 9

Melissa Marks said she would like to see a procedure added to call for a consensus or motion to adjourn the meetings.

Consensus of the Council was to include the adjournment provision as suggested.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Approve Resolution No. 1262-2015 Authorizing the Examination of Transactions (Sales) and Use Tax Records

Finance Director Woodcox provided a staff report and said with the passage of Measure U the State Board of Equalization (BOE) is requiring that the City designate by Resolution, authorized representatives of the City to examine confidential transactions and use tax records of the Board of Equalization pertaining to transactions and taxes collected by BOE on behalf of the City. She stated the Resolution designates the City Manager as the primary contact and the Finance Director as the secondary contact to view such information. She noted that the authority is given to the position rather than the individual so in the event of personnel changes, the authority automatically transfers so adoption of a new resolution each time that occurs is not required.

She said staff's recommendation is to approve the resolution as presented and direct staff to submit the requested documents to the State Board of Equalization.

Councilmember Johnson asked what staff does with the information.

Finance Director Woodcox explained it allows staff to access information on the BOE website related to sales tax activity however; she found it difficult to identify specific sales tax data because of the way BOE codes the information.

Mayor Wilson asked for comments from the public; no comments were received.

Motion was made by Johnson/Garnes to approve Resolution No. 1262-2015 *Authorizing the Examination of Transactions (Sales) and Use Tax Records* and directing staff to submit the requested documents to BOE for notification. Motion carried 5-0.

Second Reading (by title only) and Adoption of Ordinance No. 335-2015 Amending Section 123.10.241 of the Rio Dell Municipal Code Related to Property Lien Assessments for Delinquent Sewer Accounts

Finance Director Woodcox provided a staff report and said the ordinance was introduced at the April 7, 2015 regular meeting and is before the Council for its second reading and adoption. She said as previously explained, Ordinance No. 332-2014 was adopted permitting lien assessments for delinquent sewer accounts with the provision to allow the City to initiate proceedings to have delinquent sewer charges including 12 months of advance sewer services applied as a lien against the property. She later learned that liens can only be assessed to the extent of delinquent

APRIL 21, 2015 MINUTES
Page 10

charges and penalties and not for any advance charges. As such, an ordinance amendment is necessary to remove the language related to the 12 months of advance charges.

Discussion ensued regarding alternative billing methods to reduce the number of delinquent sewer accounts and reimbursement of staff time for submitting liens.

Finance Director Woodcox explained that staff time to process the liens is minimal since the process can be done online.

A public hearing was opened to receive public comment on the proposed ordinance amendment.

There being no public comment, the public hearing closed.

Motion was made by Johnson/Garnes to adopt Ordinance No. 335-2015 *Amending Section 13.10.241 of the Rio Dell Municipal Code Related to Property Tax Liens for Nonpayment of Delinquent Sewer Bills for Customers that do not Subscribe to Water Service, and a Means of Collecting the Delinquent Charges on the Property Tax Bill*. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager Knopp provided a written City Manager Update of recent activities and events and advised the Council that the FY 2015-2016 budget process is underway and the draft budget will be coming before the Council soon; said he attended the Humboldt County City Manager's meeting on April 16th and was nominated as appointed as Vice-Chair to the HWMA Executive Committee and will work on budget review as well as establishing a new role for the Executive Committee; said the County street sweeping crew has agreed to come down on May 15th and sweep some of the City's streets including Wildwood Ave, Davis St., Center St., Painter St., and Rigby Ave. and said it is expected to take about 4 hours at a cost of \$600.00; said staff will be presenting options on the use of CDBG Program Income (PI) at the May 5th regular meeting; and that in recognition of Earth Day (April 22nd), the Chamber of Commerce is conducting a cleanup of the downtown and Downtown City Parking Lot between 3:00-5:00 p.m. He gave thanks to Madeline Cole for organizing the cleanup and to Jim Rich for supplying his dumpster to dispose of any trash collected.

Councilmember Johnson asked when the budget workshops will commence.

City Manager Knopp stated that the staff may be prepared to present the Draft Budget for FY 2015-2016 as early as the May 5th regular meeting.

Councilmember Thompson stated that he noticed a power pole at the Downtown City Parking Lot and asked for an update on the lighting situation at that site for the EV charging station.

APRIL 21, 2015 MINUTES
Page 11

City Manager Knopp said he relayed his request for a light to Redwood Coast Energy Authority (RCEA) and they are adding to their list of projects the installation of a solar light. He said they did take a look at some of the costs associated with installation of a new pole and equipment and the costs seem pretty high although they haven't fully flushed out all the details yet.

Councilmember Garnes asked if staff had received a determination from CDBG regarding whether a new survey would be required or if the previous survey meets the requirements.

City Manager Knopp said he was still awaiting their response.

City Manager Knopp also presented to Council a Stream Gage Graph of the Eel River at Scotia showing data from 1977 to 2015 and pointed out that the river was at its lowest in 1977 until this time last year when it was significantly lower than that. He stressed the importance of moving forward with the Metropolitan Wells Project as a secondary/emergency water source.

Finance Director Woodcox reported on recent activities in the finance department and said she will be attending a CDBG Procurement Training in Anderson tomorrow and will learn all the ins and outs should the City start purchasing with CDBG funds; and she is working on finalizing numbers for the Draft 2015-16 Budget.

Councilmember Johnson referred to the check register; specifically check no. 3641 to Wendt Construction in the amount of \$14,155 for repairs to the Dinsmore Booster Station and asked if any portion of that expense was reimbursable by the insurance company.

Finance Director Woodcox responded that the City's deductible is \$5,000 so the reimbursement from the insurance was \$9,155 which the City did receive.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Thompson reported on HWMA and announced that the \$63 million lawsuit filed against HWMA in 2011 was finally settled. He said after a difficult struggle the Authority prevailed and the lawsuit was thrown out by the judge. He said at this point in time HWMA is free of any legal action against them.

Councilmember Marks reported on his attendance at HTA and RCEA and said as a note of interest, at the HTA meeting the question was asked regarding the number of rides provided to the wall at Bear River Casino and it was reported that there were only 20 rides provided.

He noted that at the RCEA meeting they talked about street lights and there was a question with regard to other cities getting LED street lights like those in Fortuna and Arcata who own their own lights and said PG&E has announced plans to begin replacing existing street lights with LED over the next couple of years which may reduce costs.

APRIL 21, 2015 MINUTES
Page 12

Councilmember Garnes reported that she attended the League of Women Voters luncheon on Friday and Supervisor Fennel spoke about marijuana laws that are about to change and said supervisors are trying to figure out a way to deal with the issue before the laws change so when it does happen, whether you like it or not, local jurisdictions will be somewhat prepared to deal with those changes. Also, Merv George Jr., Six Rivers National Forrest Supervisor talked about fire dangers and how we are in a very dangerous area because of the current drought situation and urged people to be extremely careful and make sure fires are completely out. She said Ruth Mountaingrove, a poet, writer and activist and Helen Pierson who is also an activist and has done a lot for the community were honored with the Civic Contribution Award along with the Boys and Girls Club of the Redwoods.

ADJOURNMENT

Motion was made by Thompson/Garnes to adjourn the meeting to the May 5, 2015 regular meeting. Motion carried 5-0. The meeting adjourned at 8:10 p.m.

Frank Wilson, Mayor

Attest:

Karen Dunham, City Clerk

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodelcity.com*



May 5, 2015

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager 

SUBJECT: Discussion and Possible Action Related to a Letter concerning SB 16
(Transportation)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the letter of support for SB 16, authorizing the Mayor to sign and directing staff to send the attached letter.

BACKGROUND AND DISCUSSION

On April 21, 2015 the Council gave input on a letter of support for SB 16 (Beall), a bill that proposes to raise and reallocate existing taxes or fees to provide additional transportation dollars to the State, counties and cities.

The Council asked that the letter be amended to reflect comments from members of the City Council in the hope that the legislation would be amended to include suggested changes. Based upon the input received from members of the City Council, the amended letter is attached.

///

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodelcity.com*



May 5, 2015

Honorable Jim Beall
Member, California State Senate
State Capitol, Room 2209
Sacramento, CA 95814
Via FAX: (916) 651-4915

RE: **Comments on SB 16 (Beall). Transportation Funding.** *(as amended April 15, 2015)*

Dear Senator Beall:

The City of Rio Dell supports additional funding for local streets and roads. We recognize that statewide our transportation infrastructure is deteriorating at an alarming rate and that current funding sources are inadequate to address basic system maintenance. The streets of Rio Dell are no exception and we believe that SB 16 could use a number of modifications to better address our own system maintenance and maintenance statewide.

We are concerned that on a pro-rata basis, the revenue measures proposed by SB 16 will pull more dollars out of taxpayers in Rio Dell than are returned in the form of dollars directly applied to the streets of our city. The amount SB 16 proposes to allocate to local streets and roads statewide is too small in comparison to the \$78.3 billion dollar shortfall identified in the *2014 California Local Streets and Roads Needs Assessment*. Estimates provided to the City show that local streets statewide would receive approximately \$1.3 to \$1.7 billion annually for five years against this \$78.3 billion of current deferred maintenance. We believe that SB 16 should be stronger in addressing the needs of local streets and roads.

SB 16 also expires after five years, and there is no statewide plan to address the future maintenance needs of the statewide system of roads. In order to address the long term funding needs of the system, we believe SB 16 should dramatically change the way infrastructure maintenance is funded. As currently drafted, SB 16 simply raises or reallocates the current system of taxes and fees. We believe SB 16 would better serve the transportation needs of Rio Dell and the State by implementing a tax based upon the miles a vehicle travels, as is being done in the State of Oregon.

We cannot stress enough the importance of acting on the transportation funding shortfall and providing a long-term fix. We thank you for your leadership on this issue and ask that you consider our modifications to this important piece of legislation.

Sincerely,

Frank Wilson
Mayor
City of Rio Dell

cc: Assembly Member Wood and Senator McGuire
Sara Rounds, League of California Cities, srounds@cacities.org
Meg Desmond, League of California Cities, mdesmond@cacities.org



1400 K Street, Suite 400 • Sacramento, California 95814
Phone: 916.658.8200 Fax: 916.658.8240
www.cacities.org

April 29, 2015

The Honorable Robert Hertzberg
Chair, Senate Governance and Finance Committee
State Capitol, Room 408
Sacramento, CA 95814

RE: SB 16 (Beall). Transportation Funding. (as amended April 15, 2015)
Notice of Support

Dear Senator Hertzberg:

The League of California Cities is pleased to support SB 16 (Beall), which would provide much needed funding to the state and local roadway system over a period of five years to address the overwhelming backlog of preservation and maintenance.

The *2014 California Local Streets and Roads Needs Assessment* rated the state's pavement condition at a precarious 66, and identified a \$78.3 billion funding shortfall over the next ten years to bring the local system up to best management practices. This is in addition to the \$59 billion shortfall identified in the 2014 State Highway Operation and Protection Program.

Already, the local streets and roads we all rely on are literally crumbling beneath our feet. The conditions are getting so bad that if California doesn't commit to prioritizing funding to fix them, we could be facing a catastrophe. Without this additional funding, 25% of local streets and roads will be in failed condition in a very short 10 years.

The cost of inaction is high. Our existing transportation system is much like an individual car. With regular maintenance and minor repairs, it will last a very long time. But if you neglect that regular maintenance, the costs of repairs increase exponentially. A mere five-year delay will increase the backlog of the local system by \$11 billion, and it would take an additional 10 cent increase in the gas tax just to make up the ground we lost.

Senate Bill 16 would expressly address the backlog of maintenance needs, and is estimated to generate between \$2.8 and \$3.6 billion annually. The funds would be directed to maintenance and preservation of existing local streets and roads and the state highway system. In addition, five percent of the revenues would be set aside to incentivize counties currently without a local transportation funding measure to approve such a measure.

We cannot stress enough the importance of acting on the transportation funding shortfall. Thank you for your leadership on this critical issue. If you have any questions regarding the League's position on this bill, please do not hesitate to contact me at (916) 658-8249.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Whiting". The script is cursive and fluid, with the first name and last name clearly legible.

Jennifer Whiting
Assistant Legislative Director

cc: Senator Jim Beall
Members, Senate Governance & Finance Committee
Myriam Bouaziz, Consultant, Senate Governance & Finance Committee
Scott Chavez, Consultant, Senate Republican Caucus

Proposed New Local Streets&Roads Funding preliminary estimates
Estimated Allocations of \$1.33 billion and \$1.71 billion

Estimated 21 March 2015

	Allocation if \$1.33 million	Allocation if \$1.71 million
DEL NORTE COUNTY	1,175,278	1,511,072
CRESCENT CITY	157,439	202,421
HUMBOLDT COUNTY	5,384,956	6,923,515
ARCATA	360,069	462,945
BLUE LAKE	25,658	32,989
EUREKA	553,388	711,499
FERNDALE	29,289	37,657
FORTUNA	242,933	312,342
RIO DELL	68,598	88,197
TRINIDAD	7,464	9,597
LAKE COUNTY	2,899,081	3,727,389
CLEARLAKE	310,111	398,714
LAKEPORT	104,378	134,200
MENDOCINO COUNTY	4,323,396	5,558,652
FORT BRAGG	149,082	191,677
POINT ARENA	10,162	13,065
UKIAH	328,285	422,080
WILLITS	103,485	133,052
TRINITY COUNTY	2,081,552	2,676,282
SONOMA COUNTY	11,313,998	14,546,568
CLOVERDALE	175,755	225,970

Redwood Empire

Sara Rounds

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellecity.com*



May 5, 2015

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Authorize the Mayor to Sign Letter Supporting the Active Transportation Program Grant for the City of Rio Dell

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the Mayor to sign letter supporting the Active Transportation Program grant for Rio Dell.

BACKGROUND AND DISCUSSION

The City's engineer is developing the City of Rio Dell's Active Transportation Program (ATP) grant that is due on June 1, 2015. The grant proposes road/pedestrian/bicycle lane work primarily around the area of the underpass of Wildwood Avenue and Highway 101. The project also includes similar work on Bellevue Avenue, various routes around the city's schools and also includes an educational component associated with bicycles. The Council previously approved of pursuing this grant on March 17th of this year. The City's engineer has requested a letter of support from the Council supporting this project. Letters are also being sought from other community organizations. The community at large is also welcome to submit individual letters supporting the ATP Grant.

A letter was unable to be drafted in time for agenda publication. The letter will be available at the Council meeting.

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)
E-mail: cm@riodellcity.com



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
May 5, 2015**

TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager *[Signature]*

FROM: Brooke Woodcox, Finance Director *[Signature]*

DATE: May 5, 2015

SUBJECT: **Engagement of Auditing Services for Fiscal Year 2014-2015**

RECOMMENDATIONS

Authorize the City Manager to extend the engagement of auditing firm R.J. Ricciardi, CPAs to complete the 2014-2015 Fiscal Year Audit.

BACKGROUND AND DISCUSSION

R.J. Ricciardi, CPA's has been the City's Auditor for the past three fiscal years having been selected at a regularly scheduled Council Meeting April 17, 2012. On February 17, 2015 at a regularly scheduled Council Meeting staff recommended that the City send out Request for Proposals (RFPs) for auditing services in order to open the competitive bidding process. The City did not receive any proposals, and therefore staff is recommending that R.J. Ricciardi, CPAs continue as the City's Auditor.

The firm of R.J. Ricciardi, CPAs is scheduled to present the audited Financial Statement for the 2013-2014 Fiscal Year on June 19, 2015, and at that time can begin field work for the 2014-2015 Audit.

FISCAL IMPACT

Current auditing services for FY 2014-2015 are budgeted for \$28,800.

Attachment: 4/17/12 Agenda item engagement of auditing services recommendation to Council

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: April 17, 2012

SUBJECT: Engagement of auditing services for Fiscal-Year 2011-2012

RECOMMENDATION

Authorize the City Manger to engage the auditing services of R.J. Ricciardi to complete the 2011-2012 Fiscal-Year Audit.

BUDGETARY IMPACT

None

BACKGROUND AND DISCUSSION

At the Councils request, staff issued an RFP for Auditing Services for the Fiscal-Year 2011-2012 Audit. We received four responses as summarized below:

Firm Name	Partner/ Project Manager	Total Hours	Total Cost	Avg. Cost Per Hour
JJA CPA, Inc	Joseph Arch, President	160	\$20,150.00	\$125.94
R.J. Ricciardi	Ralph Ricciardi, Partner	150	\$14,800.00	\$98.67
Chavan & Associates	Sheldon Chavan, Partner	546	\$35,000.00	\$64.10
Blomberg & Griffin Accountancy Co.	John Blomberg, Partner	249	\$24,750.00	\$99.40

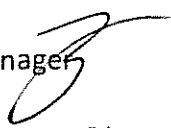
The Council appointed committee selected the two most experienced firms JJA CPA, Inc. and R.J. Ricciardi, to participate in oral interviews. The decision was difficult as both firms we're well qualified, but the committee has recommended the Council engage R.J. Ricciardi to serve as the City's auditor.


675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)
E-mail: cm@riodellcity.com



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
May 5, 2015**

TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager 

FROM: Brooke Woodcox, Finance Director 

DATE: May 5, 2015

SUBJECT: Discussion and Possible Action: Preliminary Review of the 2015-2016 Budget
(First Draft)

Recommendation

1. Review the first draft of the 2015-2016 budget; and
2. Set up special meeting for second draft budget review

Background and Discussion

A preliminary draft of the 2015-2016 Fiscal Year Budget has been drafted and is subject to change prior to final adoption. Staff is recommending that Council set up an additional special budget meeting for the second draft review of the 2015-2016 Fiscal Year Budget.

GENERAL FUND

Estimated Beginning Fund Balance	\$ 954,872
Total Expenditures	830,329
Total Revenues Before Measure U	742,909
Net Change in Fund Balance	(87,420)
Estimated Measure U Revenues	<u>160,000</u>
Estimated Ending Fund Balance	\$1,027,452

BUILDING FUND

Estimated Beginning Fund Balance	\$ -
Total Expenditures	75,522
Total Revenues	33,100
Net Change in Fund Balance	(42,422)
Estimated Ending Fund Balance	(42,422)

STREETS FUNDS

	<u>Gas Tax</u>	<u>TDA</u>
Estimated Beginning Fund Balance	\$ 288,039	\$20,092
Total Expenditures	205,092	124,287
Total Revenues	<u>76,820</u>	129,945
Net Change in Fund Balance	<u>(128,272)</u>	<u>5,658</u>
Estimated Ending Fund Balance	\$ 159,767	\$ 25,750

SEWER OPERATIONS FUND

Estimated Beginning Fund Balance	\$238,544
Total Expenditures	750,338
Total Revenues	621,450
Net Change in Fund Balance	<u>(128,889)</u>
Estimated Ending Fund Balance	\$109,665

SEWER CAPITAL FUND

Estimated Beginning Fund Balance	\$ 18,500
Total Expenditures	-
Total Revenues	174,330
Net Change in Fund Balance	<u>174,330</u>
Estimated Ending Fund Balance	\$192,830

SEWER DEBT SERVICE FUND

Estimated Beginning Fund Balance	\$ 857,839
Total Expenditures	302,933
Total Revenues	343,100
Net Change in Fund Balance	<u>40,167</u>
Estimated Ending Fund Balance	\$ 595,184
**REQUIRED RESERVE (\$302,822)	<u>\$ 292,362</u>

<u>WATER OPERATIONS FUND</u>	
Estimated Beginning Fund Balance	\$ (16,949)
Total Expenditures	704,406
Total Revenues	483,030
Net Change in Fund Balance	<u>(221,377)</u>
Estimated Ending Fund Balance	\$(238,326)

<u>WATER CAPITAL FUND</u>	
Estimated Beginning Fund Balance	\$ 65,484
Total Expenditures	--
Total Revenues	63,000
Net Change in Fund Balance	<u>63,000</u>
Estimated Ending Fund Balance	\$ 128,484

<u>WATER DEBT SERVICE FUND</u>	
Estimated Beginning Fund Balance	\$ 85,447
Total Expenditures	136,000
Total Revenues	140,000
Net Change in Fund Balance	<u>4,000</u>
Estimated Ending Fund Balance	\$ 89,477

Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodelcity.com



May 5, 2015

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager 

SUBJECT: Receive and File Report on Invoices for Metropolitan Well Site Rehabilitation and Monitoring Wells.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Provide comments, if any, regarding invoices.

BACKGROUND AND DISCUSSION

Work on the Metropolitan Well Site commenced on April 20, 2015 and concluded on the morning of April 28, 2015. The project involved two contractors who collectively drilled three new monitoring wells, rehabilitated 2 existing water production wells and investigated a third well at the Metropolitan site. Wells #1 and #3 were rehabilitated and pump tested, collectively providing over 350 gallons per minute. The minimum draw for the overall project was identified at 200 gallons per minute. Our contractor for the rehabilitation portion, Groundwater Pump & Well (GWP&W) will be providing a written report on the wells to the city, which will be presented to the Council at a later date.

The rehabilitation project was subject to one change order that was not part of the original project scope. The City Manager authorized the rehabilitation of Old Well #3 based upon some evidence that the well showed promise. Upon an initial cleaning of the well and further video surveillance, the City Manager cancelled the additional project on the advice of the City's Engineer and contractor.

Below is a summary of the attached invoices and documentation.

Monitoring Wells Portion

ABC Liovin Estimate	\$19,800
ABC Liovin Invoice	<u>\$16,930</u>
Over/(Under)	\$(2,870)

Well Rehabilitation Portion

GWP&W Estimate	\$36,284
GWP&W Invoice(s)	<u>\$34,146</u>

COST ITEM LIST - Metropolitan Wells Project
GHD INC

Estimator: JJW
Checked By: RC
Date: 03-06-2015

Project: Metropolitan Wells Monitoring
Wells and Existing Wells Redevelopment

Construction Costs

Description	UNIT	QTY	UNIT PRICE	TOTAL
Mobilization/Demobilization	1	LS	\$5,000	\$5,000
			Subtotal	\$5,000
Task 3 - Cleaning, Testing and Evaluation of Existing Wells				
Existing Well #1 (4-Inch steel w/ 4-Inch pump)				
Evaluation	1	LS	\$ 5,000	\$5,000
Cleaning and Testing	1	LS	\$ 15,000	\$15,000
			Subtotal	\$20,000
Existing Well #3 (12-Inch PVC w/ 2-Inch pump)				
Evaluation	1	LS	\$ 5,000	\$5,000
Cleaning and Testing	1	LS	\$ 15,000	\$15,000
			Subtotal	\$20,000
Task 4 - Design and Installation of Monitoring Wells				
Monitoring Wells (3 Total)				
Borings -drill (65' each well)	LF	195	\$ 35	\$6,825
Install 2" MW in borings	LF	195	\$ 25	\$4,875
2" PVC blank casing and 2" end caps - 50' per well	LF	150	\$ 3	\$450
2" PVC screen - 15' per well	LF	45	\$ 4	\$180
8" Christy Box, including: sawcut, hand exc. and conc collar	EA	3	\$ 200	\$600
			Subtotal	\$12,930
			TOTAL	\$57,930

BID PROPOSAL

Bidder agrees to perform all the work described in the Contract Documents for the following unit prices or lump sum. NOTE: Bids shall include sales tax and all other applicable taxes and fees.

BASE BID SCHEDULE

Item No.	Description	Est. Qty.	Unit	Unit Cost	Total
1	Mobilization/Demobilization and Site Cleanup	1	LS	\$6000 ⁰⁰	\$6000 ⁰⁰
2	Drill Bore Hole (3 holes up to 85 feet each	255	per ft	\$40 ⁰⁰	\$10,200 ⁰⁰
3	Install Groundwater Monitoring Well 3 wells u to 80 feet de th each	240	per ft	\$10 ⁰⁰	\$2,400 ⁰⁰
4	Install Well Box and Expandable Well Plu	3	EA	\$400 ⁰⁰	\$1,200 ⁰⁰

TOTAL OF BASE BID (use numerals)(\$ 19,800⁰⁰)

TOTAL OF BASE BID Nineteen thousand eight hundred dollars
(use words)



ABC Liovin Drilling, Inc.

1180 East Burnett Street, Signal Hill, CA 90755
 Phone: 562-981-8575 Fax: 562-981-9594
<http://www.abcdrilling.com>
 California Contractor C-57 License No. 422904

Invoice

Date:	Invoice Number:
4/24/15	999762

Bill To	
City of Rio Dell 675 Wildwood Ave Rio Dell CA 95562 707-764-3532 Fax 707-764-5480 Attention: Brooke Woodcox	

Location
Humboldt Land Recovery 1042 Northwestern Ave Fortuna CA 95540

Terms	Due Date	P.O. Number	Job Number(s)
30 Days	5/24/15		

Qty:	Unit	Description	Unit Price:	TOTAL
April 23-24, 2015				
1	Lump	Mobilization/Demobilization and Site Cleanup	\$6,000.00	\$6,000.00
197	Foot	Drill bore hole (3 holes up to 85ft each) (One 65 ft boring, one 70 ft boring, and one 62 ft boring)	\$40.00	\$7,880.00
185	Foot	Install Groundwater Monitoring Well (3 wells up to 80 ft depth each) (Two 60 ft wells, and one 65 ft well)	\$10.00	\$1,850.00
3	Each	Install 8" Well Box and Expandable Well Plug	\$400.00	\$1,200.00
Total				\$16,930.00

ABC Liovin Drilling Inc., Terms are Net 30 Days, unless otherwise agreed to in advance in writing. Any balances over 30 days will be considered past due and will become subject to a finance charge of up to 24.0% per Annum. If it becomes necessary to instigate collection proceedings, client will be responsible for all collection costs, this may include attorney fees, court costs, process servers, or any other person or company ABC Liovin Drilling, Inc., deems necessary to employ or contract in its efforts to collect, and secure payment.

We gladly accept the following credit cards!





Estimate

April 14, 2015

License No. 630428. Class A General Engineering & C-57 Drilling Contractor
 License No. 778733 C-10 Electrical Contractor & C-55 Water Treatment Contractor
 Po Box 1469 Healdsburg, CA 95448
 Phone 707-433-3419 - Fax 707-433-9421

Rio Dell Water Dist.
 Phase TWO Rehabilitate Wells One and Three
 Rio Dell California

ITEM	DESCRIPTION		
Rio Dell Project Well Rehabilitation			
	WELL # One		
	12inch dia. steel casing, 58 feet deep		
	WELL # Three		
	12inch Dia. PVC Cas ng, 77 feet deep		
	Prep and load, Mobilization, -De-Mobilization, includes Perdiem, Site clean,	\$	13,582.00
DAY 1	Video Well # 3, Pull pump from well # 1. If time permits, start brushing Well # 3	\$	2,520.00
DAY 2	Video We # 1, (**) Discuss and determine what action we will take on well # 1. (i.e., do we want full rehab or short test)		
DAY 2 Cont	Well # 3 Develop well using "down Hole Brushes" See Drawing	\$	2,080.00
DAY 3	Well # 3 Develop well using our tandem "Advanced Hydro Tool" (AHDT) See Drawing, depending on development results, we may continue to the next day	\$	2,080.00
DAY 4	Well # 3, Run Step Drawdown Test, 8 hrs. we will use Generator. This includes pulling and setting the test pump	\$	3,240.00
DAY 5	Well # 1 Develop Well using "down Hole Brushes" (**) Based on decision after Video of this well	\$	2,080.00
OFFWEEKEND			
DAY 6	Well # 1 Develop well using our tandem "Advanced Hydro Tool" (AHDT) See Drawing, (**) We may direct to the test pumping	\$	2,080.00
DAY 7	Well # 1 Run Step Drawdown Test, 8 hrs we will use Generator, includes installation and pulling the test pump	\$	3,240.00
	Cost for Video x 2 wells	\$	800.00
	RENTAL FOR AHDT	\$	2,500.00
	RENTAL FOR GENERATOR, PER WEEK	\$	1,398.40
	MISC EQUIPMENT RENTAL, PICK UP TRK	\$	684.00

*** The specifications want a lump/sum price for the rehabilitation work. It is our recommendation the rehabilitation work be performed on an hourly basis, and shall be continued until the desired results are met. ***

NOTE: We will discharge water on site via discharge hose, City will allow GWP&W to park in their Corp yard

If we need to continue the rehabilitation work beyond the time prescribed, we will work on a Time and material Basis

TOTAL \$ 36,284.40

A deposit is required before any materials will be ordered for this project. The remainder is due upon completion. All invoices are Due Upon Receipt.

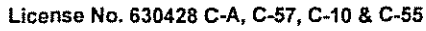
Deposit Amount \$ 10,142.22

Customer Signature

Date

THIS PAGE AND PAGE TWO OF THE CONTRACT DOCUMENT MUST BE SIGNED TO COMMENCE WORK

3/4/17/15



Date	Number
4/20/2015	15-0180

City of Rio Dell
675 Wildwood Ave
Rio Dell, Ca 95562

City of Rio Dell: Wells 1 & 3 Rehabilitation		Subtotal	\$9,500.00
A finance charge of 18.00% per annum will be charged on all amounts overdue.		Sales Tax	\$0.00
Invoices Are Due Upon Receipt. Thank You For Your Prompt Payment!		Total	\$9,500.00
Phone	(707) 433-3419	Balance Due	\$9,500.00
1 of 1			



PO Box 1469 Healdsburg, CA 95448

Phn: (707) 433-3419 - Fax: (707) 433-9421

License No. 630428 C-A, C-57, C-10 & C-55

Invoice

Date	Number
4/27/2015	15-0193

Bill To Address:
City of Rio Dell 675 Wildwood Ave Rio Dell, CA 95562

Work/Ship Address
City of Rio Dell 675 Wildwood Ave Rio Dell, Ca 95562

Customer Purchase Order		Terms	Due Date	Customer Phone	
8411880		Due Upon Rcpt.	4/27/2015	707-764-5480	
Item	Description	Quantity	Price	Amount	
NOTE	Rio Dell Well Rehabilitation Project: Well #1- 12" dia. stell casing, 58' deep. Well #2 12" dia. PVC casing, 77' deep.	1.00	0.00	\$0.00	
MISC-LUMPSUM-LBR	LABOR: Prep and load, mobilization, de-mobilization, per diem.	1.00	12,842.00	\$12,842.00	
MISC-LUMPSUM-LBR	LABOR: Video well #3, pull pump from well #1, start brushing well #3.	1.00	2,520.00	\$2,520.00	
MISC-LUMPSUM-LBR	LABOR: Develop well #3 using down-hole brushes, clean out bottom.	1.00	2,080.00	\$2,080.00	
NOTE	NOTE: There was very little build up on the inside of the PVC casing, therefore a deduction.	1.00	0.00	\$0.00	
MISC-LUMPSUM-LBR	LABOR: Develop well #3 using our tandem "Advanced Hydro Tool" (AHDT).	1.00	2,080.00	\$2,080.00	
MISC-LUMPSUM-LBR	LABOR: Run Step Drawdown Test on well #3- 8 hours using generator (includes pulling and setting pump).	1.00	3,240.00	\$3,240.00	
MISC-LUMPSUM-LBR	LABOR: Develop well #1 using down-hole brushes.	1.00	2,080.00	\$2,080.00	
MISC-LUMPSUM-LBR	LABOR: Develop well #1 using our tandem "Advanced Hydro Tool" (AHDT).	1.00	2,080.00	\$2,080.00	
MISC-LUMPSUM-LBR	LABOR: Run Step Drawdown Test on well #1- 8 hours using generator (includes pulling and setting pump).	1.00	3,240.00	\$3,240.00	
MISC-LUMPSUM-LBR	ADDITIONAL LABOR: Extra man on site.	1.00	2,234.00	\$2,234.00	
MISC-LUMPSUM-LBR	DISCOUNT: Additional Labor.	1.00	-2,234.00	-\$2,234.00	
NOTE	NOTE: Extra equipment- Trailer, discharge pipe- No Charge.	1.00	0.00	\$0.00	

Rio Dell Well Rehabilitation Project		Subtotal	\$24,646.00
A finance charge of 18.00% per annum will be charged on all amounts overdue.		Sales Tax	\$0.00
Invoices Are Due Upon Receipt. Thank You For Your Prompt Payment!		Total	\$24,646.00
Phone (707) 433-3419		Balance Due	\$24,646.00



PO Box 1469 Healdsburg, CA 95448

Phn: (707) 433-3419 - Fax: (707) 433-9421

License No. 630428 C-A, C-57, C-10 & C-55

Invoice

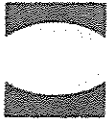
Date	Number
4/27/2015	15-0193

Bill To Address:
City of Rio Dell 675 Wildwood Ave Rio Dell, CA 95562

Work/ShipAddress
City of Rio Dell 675 Wildwood Ave Rio Dell, Ca 95562

Customer Purchase Order		Terms	Due Date	Customer Phone	
8411880		Due Upon Rcpt.	4/27/2015	707-764-5480	
Item	Description	Quantity	Price	Amount	
EQP-VIDEOM	EQUIPMENT: Video Well (Before)	2.00	400.00	\$800.00	
MISC-EQP	EQUIPMENT: Advanced Hydro Tool	1.00	2,500.00	\$2,500.00	
EQP-VIDEOM	EQUIPMENT: Video Well (After)	1.00	400.00	\$400.00	
EQP-VIDEOM	DISCOUNT: EQUIPMENT: Video Well	1.00	-400.00	-\$400.00	
MISC-EQP	Misc. Equipment Rental, Pick Up Truck	1.00	684.00	\$684.00	
MISC-LUMPSUM-LBR	DISCOUNT: Partial Payment (Inv. 15-0180 dated 4/20/15). Thank you!	1.00	-9,500.00	-\$9,500.00	
NOTE	NOTE: Report on all three wells to follow.	1.00	0.00	\$0.00	

Rio Dell Well Rehabilitation Project		Subtotal	\$24,646.00
A finance charge of 18.00% per annum will be charged on all amounts overdue.		Sales Tax	\$0.00
Invoices Are Due Upon Receipt. Thank You For Your Prompt Payment!		Total	\$24,646.00
Phone (707) 433-3419		Balance Due	\$24,646.00



CONTRACT CHANGE ORDER

Order No. 1			
DATE: 4/27/2015			
PROJECT: Metropolitan Wells Redevelopment Project		OWNER: City of Rio Dell	
CONTRACTOR: Groundwater Pump and Well, Inc. 1421 Grove Street, Healdsburg, CA 95448		ENGINEER: GHD Inc. 718 Third Street Eureka, CA 95501	
Description of Changes (SUPPLEMENTAL PLANS AND SPECIFICATIONS ATTACHED)		DECREASE in Contract Price	INCREASE in Contract Price
Clean and Test Old Well #3 using the same or similar techniques as Well #3 and Well #1. Attached to this change order are the agreed to summary of time and material costs and equipment rates.			\$9,954.00
TOTALS			\$9,954.00
NET CHANGE IN CONTRACT			\$9,954.00
JUSTIFICATION: Owner requested additional work.			



CONTRACT CHANGE ORDER

The amount of the Contract will be INCREASED by the sum of:		\$9,954.00
The Contract Total including this and previous Change Orders will be:		\$46,238.40
The Contract Period for Completion will be Increased: 0 days <u>3</u> Calendar Days		
The Revised Contract Completion Date: <u>5/04/2015</u>		
This document will become a supplement to the contract and all provisions will apply hereto.		
Recommended:	GHD	
Jesse Willor, PE, Project Manager	(Owner's Engineer)	(Date)
Accepted:	City of Rio Dell	4/28/15
City Manager	(Owner)	(Date)
Accepted:	Groundwater Pump and Well Inc.	5/27/15
	(Contractor)	(Date)



Estimate
April 23, 2015

License No. 630428: Class A General Engineering & C-57 Drilling Contractor
License No. 778733: C-10 Electrical Contractor & C-55 Water Treatment Contractor
Po Box 1469 Healdsburg, CA 95448
Phone: 707-433-3419 - Fax 707-433-9421

Rio Dell Water Dist.
Well # 3 "OLD"
Rio Dell California

ITEM	DESCRIPTION	
	<u>Rio Dell Project Well Rehabilitation</u> <u>WELL # 3 (old)</u> 12" casing with a 10" diameter steel casing liner. 60 feet deep	
	Prep and load, Mobilization, De-Mobilization, includes per diem and site clean cleaning.	\$ 500.00
	Video well, already complete, (NO CHARGE)	NO CHARGE
DAY 1	Brush well with 10" brush, checking bottom for fill and cleaning out as needed.	\$ 2,080.00
DAY 2	Well # 3 "OLD" Develop well using our tandem "Advanced Hydro Tool" (AHD)T	\$ 2,080.00
DAY 3	Well # 3, Run Step Drawdown Test, 8 hrs. This includes pulling and setting the test pump	\$ 3,360.00
	RENTAL FOR AHD	\$ 1,250.00
	MISC EQUIPMENT RENTAL, PICK UP TRK	\$ 684.00
	*** The specifications want a lump/sum price for the rehabilitation work. It is our recommendation the rehabilitation work be performed on an hourly basis, and shall be continued until the desired results are met. ***	
	NOTE: We will discharge water on site via discharge hose, City will allow GWP&W to park in their Corp yard	
	*** We are assuming we will continue the work on well # 3 OLD, after the work is complete on wells # 1 and 3, and not bringing our rig back to Healdsburg ***	
	If we need to continue the rehabilitation work beyond the time prescribed, we will work on a Time and material Basis	

TOTAL \$ 9,954.00

A deposit is required before any materials will be ordered for this project. The remainder is due upon completion. All Invoices Are Due Upon Receipt

Customer Signature

Date

4/24/2015

THIS PAGE AND PAGE TWO OF THE CONTRACT DOCUMENT MUST BE SIGNED TO COMMENCE WORK



PO Box 1469 Healdsburg, CA 95448

Phn: (707) 433-3419 - Fax: (707) 433-9421

License No. 630428 C-A, C-57, C-10 & C-55

Invoice

Date	Number
4/30/2015	15-0197

Bill To Address:
City of Rio Dell 675 Wildwood Ave Rio Dell, CA 95562

Work/ShipAddress
Rio Dell Well #3 (Old) 675 Wildwood Ave Rio Dell, Ca 95562

Customer Purchase Order	Terms	Due Date	Customer Phone
8411880	Due Upon Rcpt.	4/30/2015	707-764-5480

Item	Description	Quantity	Price	Amount
MISC-LUMPSUM-LBR	LABOR: Prep and load, mobilization, de-mobilization, including per diem and site cleaning.	1.00	500.00	\$500.00
EQP-VIDEOM	EQUIPMENT: Video Well	1.00	450.00	\$450.00
EQP-VIDEOM	DISCOUNT: Video Well	1.00	-450.00	-\$450.00
MISC-LUMPSUM-LBR	LABOR: Brush well with 10" brush, checking bottom for fill and cleaning out as needed.	1.00	2,080.00	\$2,080.00
MISC-EQP	Misc. Equipment Rental, Pick Up Truck	1.00	684.00	\$684.00

Rio Dell- Well #3 (Old) Rehabilitation	Subtotal	\$3,264.00
A finance charge of 18.00% per annum will be charged on all amounts overdue.	Sales Tax	\$0.00
Invoices Are Due Upon Receipt. Thank You For Your Prompt Payment!	Total	\$3,264.00
Phone (707) 433-3419	Balance Due	\$3,264.00