

A G E N D A
RIO DELL CITY COUNCIL
REGULAR MEETING - 6:30 P.M.
TUESDAY, JUNE 1, 2010
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

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

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

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

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. ORAL ANNOUNCEMENTS
- E. CEREMONIAL
- F. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public and the Council members if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually in the next section, "SPECIAL CALL ITEMS."

- 1) 2010/0601.01- Approve Progress Pay Request No. 6 to K.G. Walters Co. in the amount of \$372,555.00 for work related to the Solids & Disinfection Management Project **(Action)** 1
- 2) 2010/0601.02- Humboldt Waste Management Authority (HWMA) Proposed Rate Changes for Fiscal Year 2010-2011 **(Receive & File)** 8
- 3) 2010/0601.03- Approve Water Bill Claim Adjustment for Monument Subdivision Water District (Kay Peake) in the amount of \$127.81 **(Action)** 17
- 4) 2010/0601.04 - Approve Water Bill Claim Adjustment for John Pieratt at 65 Redwood Avenue in the amount of \$132.52 **(Action)** 21

G. SPECIAL PRESENTATIONS

H. ORDINANCES/SPECIAL RESOLUTIONS

- 1) 2010/0601.05 - Approve Resolution No. 1078-2010 to Tax Defer Member Contributions Internal Revenue Code 414(h)(2) Employer Pick-up **(Action)** 27

I. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2010/0601.06 - General Plan Amendment – Housing Element Update **(Information & Comment)** 30

J. PUBLIC PRESENTATIONS

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

K. REPORTS/STAFF COMMUNICATIONS

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

L. COUNCIL REPORTS/COMMUNICATIONS

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

- 1) 2010/0601.07 - Conference with Labor Negotiator; the City's Designated Representative Interim City Manager Jim Stretch and City Manager Ron Henrickson concerning Rio Dell Employees' Association (Government Code Section 54957.6)

2) 2010/0601.08 - Conference with Labor Negotiator; the City's Designated Representative Interim City Manager Jim Stretch and City Manager Ron Henrickson concerning Rio Dell Police Officers' Association (Government code Section 54957.6)

N. PUBLIC COMMENT REGARDING CLOSED SESSION

O. RECESS INTO CLOSED SESSION

P. RECONVENE INTO OPEN SESSION

Q. ORAL ANNOUNCEMENTS

R. ADJOURNMENT

*The next Regular meeting will be on June 15, 2010
at 6:30 PM in the City Council Chambers*

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



To: Honorable Rio Dell City Council
Through: Ron Henrickson, City Manager *RH*
From: Randy Jensen, Acting P.W. Director and Carla Ralston, Public Works Admin.
Date: June 1, 2010
Subject: **Solids & Disinfection Management Progress Payment Request No.6 from KG Walters Co., Inc.**

Recommendation

It is recommended that Council Authorize Payment of Progress Pay request No.6 to KG Walters Co., Inc. in the amount of \$372,555.00 that also takes into account a 10% retention for work performed on the Solids and Disinfection Management Project as recommended by the City Engineer and approved by the Public Works Director.

Budgetary Impact

\$ 372,555.00 of Progress Payment Request No.6 is fully funded by the City's State Water Resources Control Board Grant for the Solids and Disinfection Management.

Discussion

The contractor has completed forming and pouring concrete for the head works expansion, and the contractor will begin work on the equipment pad to support the new headworks components. The disinfection equipment has arrived and is starting to be installed. Additionally, the sludge press has arrived as well. No new change orders (CO) have been processed for this period.

Attachments:

- (1) Memorandum from Winzler & Kelley Consulting Engineers
- (2) Progress Pay Request No.6 from KG Walters Co., Inc. and supporting documents



MEMORANDUM

(Sent via email)

TO: Rio Dell City Council
Ron D. Henrickson, City Manager
Stephanie Beauchaine, Finance Director
Randy Jensen, Interim Public Works Director

FROM: Rebecca Crow, Project Manager *RC*

DATE: May 26, 2010

RE: **Solids and Disinfection Management Project Status Update and Progress Payment Request No. 6 from KG Walters Co., Inc.**

JOB #: 01061-09-018-11212

The Solids and Disinfection Management Project is going well. Over the last month, the contractor has completed forming and pouring concrete for the headworks expansion. The area around the headworks was brought up to grade and the contractor will begin work on the equipment pad to support the new headworks components. Progress was also made on the Air Gap system, where the unit foundation was poured and conduits installed. The disinfection equipment arrived on site and is starting to be installed. The sludge press also arrived on site. The next piece of work anticipated is completion of the headworks equipment pad, installation of the headworks screen and compactor, installation of additional yard piping, and start of work on the sludge management building foundation.

No new change orders (CO) have been processed since the last project update in April. Two upcoming change orders are anticipated. The first is for ground preparation for the new solids handling building. Previous work, outside the scope of the current construction contract, in this area did not result in an adequately compacted surface suitable for placement of the building foundation and sludge press slab. Thus the contractor will need to do some excavation and re-compaction to prepare the site for the new components. A second CO is anticipated to construct a permanent concrete slab to support the sodium bisulfate tanks, which supply de-chlorination chemicals to the system. When originally designed, it was thought these tanks would be temporary at the site, thus no foundation was provided. However since the City will now be using these permanently, the correct action is to provide proper support and seismic restraints. A cost for these anticipated CO's has not been provided by the contractor yet.

Progress Payment Request No. 6 from KG Walters Construction Co., Inc is attached to this memo. The pay request is based on the bid schedule lump sum breakdown provided by the Contractor and the actual quantities of work completed. A summary table is attached that includes my calculation for the payment due to the contractor as well as the contractor's original invoices and detailed cost breakdown. The accuracy of the percent complete on each item was reviewed by the construction management field staff.



Rio Dell City Council
May 26, 2010
Page 2 of 2

We recommend payment to KG Walters Construction Co., Inc. for Progress Pay Request No.6 in the amount of \$372,555.00 that also takes into account a 10% retention. Payment to the contractors is due within 30 days of the completed progress pay request. This progress pay request was submitted on May 26, 2010.

cc:

Walt Johnson, KG Walters Construction Co., Inc.
Ben Dalton, KG Walters Construction Co., Inc.
Carlos Diaz, Winzler & Kelly
Merritt Perry, Winzler & Kelly

City of Rio Dell Solids and Disinfection Management Project
 Engineers Calculation for Progress Pay Request #5 for KG Walters Construction Co., Inc.
 Pay Period: April 21, 2010 through May 21, 2010
 Contractor Invoice Received: 05/24/2010 (via email)

Bid Schedule I - Base Bid Items

Item Name	Contract Amount (Lump Sum)	Quantity Complete to Date	Value Complete to Date	Less 10% Retention	Amount Previously Certified for Payment	Amount Currently Due
1 General Construction of Wastewater Treatment Plant Upgrades	\$ 1,556,000.00	57.4%	\$ 893,845.00	\$ 89,384.50	\$ 431,905.50	\$ 372,555.00
2 General Construction of City Financed Project Components	\$ 39,000.00	6%	\$ 2,250.00	\$ 225.00	\$ 2,025.00	\$ -
3 Furnish and Install Required Sheeting, Shoring, and Bracing and Trench Safety	\$ 1,000.00	100%	\$ 1,000.00	\$ 100.00	\$ 900.00	\$ -
Alt Dechlorination Metering Pump Skid	\$ 46,000.00	0%	\$ -	\$ -	\$ -	\$ -
CONTRACT TOTALS	\$ 1,642,000.00	-----	\$ 897,095.00	\$ 89,709.50	\$ 434,830.50	\$ 372,555.00

Contract Change Orders

Item Name	Contract Amount	Quantity Complete to Date	Value Complete to Date	Less 10% Retention	Amount Previously Certified for Payment	Amount Currently Due
CO-001	\$ 1,000.00	100.0%	\$ 1,000.00	\$ 100.00	\$ 900.00	\$ 0.00
CO-002	\$ -	-	\$ -	\$ -	\$ -	\$ -
CO-003	\$ 438.88	100.0%	\$ 438.88	\$ 43.89	\$ 394.99	\$ -
CO-004	\$ -	-	\$ -	\$ -	\$ -	\$ -
CO-005	\$ 2,238.00	100.0%	\$ 2,238.00	\$ 223.80	\$ 2,014.20	\$ -
CO-006	\$ 1,815.00	0.0%	\$ -	\$ -	\$ -	\$ -
CO-007	\$ 637.00	0.0%	\$ -	\$ -	\$ -	\$ -
CONTRACT CHANGE ORDER TOTALS	\$ 6,128.88	-----	\$ 3,676.88	\$ 367.69	\$ 3,309.19	\$ 0.00

TOTALS	\$ 1,648,128.88		\$ 900,771.88	\$ 90,077.19	\$ 438,139.69	\$ 372,555.00
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World Headquarters: P.O. Box 4359, Santa Rosa, CA 95402
(707) 527-9968 Fax (707) 527-0244 www.kgwalters.com
waltjohnson@kgwalters.com

May 26, 2010

Rebecca Crow
Winzler & Kelly
633 Third Street
Eureka, CA. 95501-0417

Reference: City of Rio Dell, Solids and Disinfection Project

Dear Rebecca:

Attached, please find a copy of our pay request #6 in the amount of \$372,555.00 (Three hundred & seventy-two thousand, five hundred & fifty-five dollars). Please process this pay request as soon as possible.

If you have any questions, please give me a call.

Sincerely,

Ben Dalton

Sent via email

K.G. WALTERS CONSTRUCTION CO.	Pay Request #	6
Rio Dell Solids & Disinfection Mgmt Project	Date:	May 21, 2010
KGW Job #0908		
PAY REQUEST SUMMARY SHEET		
Original Contract:		\$1,642,000.00
Approved Change Orders:		\$6,128.88
Current Contract Amount:		\$1,648,128.88
Total Contract Work Complete to Date:		\$897,095.00
Total Change Order Work:		\$3,676.88
	Sub Total:	\$900,771.88
Less 10% Retention:		\$90,077.19
Less Previous Billing:		\$438,139.69
	Total Due this Period:	\$372,555.00
Total Billed to Date:	\$810,694.69	

REPORT DATE 24MAY10 RUN NO. 70

START DATE 09NOV09 FIN DATE 01NOV10

15:36

Pay Estimate For Rio Dell

DATA DATE 22MAR10 PAGE NO. 1

ACTIVITY ID	DESCRIPTION	BUDGET COST	PREVIOUS PERCENT COMPLETE	PERCENT THIS PERIOD	PERCENT TO DATE	PREVIOUS AMOUNT	COST THIS PERIOD	AMOUNT TO DATE
BI#1 GENERAL CONSTR. WTP UPGRADE								
000010	Mobilization	80000	1.00	0.00	1.00	80000.00	0.00	80000.00
900000	Start-Up Plant	3000	0.00	0.00	0.00	0.00	0.00	0.00
900020	Punchlist	5500	0.00	0.00	0.00	0.00	0.00	0.00
900030	Demobilization	7000	0.00	0.00	0.00	0.00	0.00	0.00
PRO070	Deliver Rebar	5000	0.95	0.00	0.95	4750.00	0.00	4750.00
PRO110	Deliver Misc. Metals	28000	0.30	0.70	1.00	8400.00	19600.00	28000.00
PRO150	Deliver Channel Gates	20000	0.00	0.00	0.00	0.00	0.00	0.00
PRO230	Deliver Dewatering Equip	203000	0.00	1.00	1.00	0.00	203000.00	203000.00
PRO270	Deliver Grit Removal Equip	138000	0.00	0.00	0.00	0.00	0.00	0.00
PRO310	Deliver Air Gap Equip	37000	0.26	0.00	0.26	9620.00	0.00	9620.00
PRO350	Deliver Wash Press	75000	0.00	1.00	1.00	0.00	75000.00	75000.00
PRO390	Deliver Bar Screen	75000	0.00	1.00	1.00	0.00	75000.00	75000.00
PRO430	Deliver Pre Eng. Building	52000	0.00	0.00	0.00	0.00	0.00	0.00
PRO470	Deliver Piping	23000	0.90	0.00	0.90	20700.00	0.00	20700.00
PRO600	Deliver Electrical	0	0.00	0.00	0.00	0.00	0.00	0.00
PRO630	Complete Instrumentation	33000	0.50	0.00	0.50	16500.00	0.00	16500.00
PRO670	Deliver Disinfection Equip	85000	0.85	0.00	0.85	72250.00	0.00	72250.00
SW0020	Demo AC Around Site	4500	0.30	0.00	0.30	1350.00	0.00	1350.00
SW0040	Relocate Light Base	2500	0.25	0.00	0.25	625.00	0.00	625.00
SW0050	Install S.S. Manholes	20000	1.00	0.00	1.00	20000.00	0.00	20000.00
SW0060	Exc. & Place 12" SS	14000	1.00	0.00	1.00	14000.00	0.00	14000.00
SW0070	Sawcut Exist. Headworks for New 12"	4500	1.00	0.00	1.00	4500.00	0.00	4500.00
SW0080	Bypass Old/Activate New 12" Line	7000	0.95	0.00	0.95	6650.00	0.00	6650.00
SW0090	Install BW Line	5000	0.95	0.00	0.95	4750.00	0.00	4750.00
SW0100	Install 8" SD Lines	4000	0.80	0.00	0.80	3200.00	0.00	3200.00
SW0110	Install 3" PW Lines	5000	0.00	0.00	0.00	0.00	0.00	0.00
SW0125	Install Conduit Ductbank	10000	0.00	0.00	0.00	0.00	0.00	0.00
SW0140	Cut & Grade Vegetation Swale	5000	0.00	0.00	0.00	0.00	0.00	0.00
SW0150	Rough Grade Site	6000	0.00	0.00	0.00	0.00	0.00	0.00
SW0160	Fine Grade Site	6000	0.00	0.00	0.00	0.00	0.00	0.00
SW0170	Place/Compact Agg. Base	9000	0.00	0.00	0.00	0.00	0.00	0.00
SW0180	Place/Compact Agg. Concrete	15750	0.00	0.00	0.00	0.00	0.00	0.00
HW0010	Excavate Hole For Headworks	31000	1.00	0.00	1.00	31000.00	0.00	31000.00
HW0020	FRP West Slab of HW Pour #1	9550	1.00	0.00	1.00	9550.00	0.00	9550.00
HW0030	FRP Walls @ West End of HW Pour #2	38000	1.00	0.00	1.00	38000.00	0.00	38000.00
HW0040	FRP Sloped Floor of HW	9000	0.85	0.15	1.00	7650.00	1350.00	9000.00
HW0050	Backfill Bottom Level of HW	7000	1.00	0.00	1.00	7000.00	0.00	7000.00
HW0060	FRP Slab (Gritt Level) Pour #3	13500	1.00	0.00	1.00	13500.00	0.00	13500.00
HW0070	FRP Channels Up to Deck Level Pour	24000	0.85	0.15	1.00	20400.00	3600.00	24000.00
HW0080	Backfill 2nd Level of HW	9000	0.90	0.10	1.00	8100.00	900.00	9000.00
HW0090	FRP Walls to Finish Grade Pour #5	69000	1.00	0.00	1.00	69000.00	0.00	69000.00
HW0100	Cut Manway in Existing HW Wall	5000	0.15	0.75	0.90	750.00	3750.00	4500.00
HW0110	Plug and Patch Hw Walls	8000	0.00	0.00	0.00	0.00	0.00	0.00
HW0120	Backfill HW to Finish Grade	20000	0.00	0.90	0.90	0.00	18000.00	18000.00
HW0130	Install Manual Bar Screens	7000	0.00	0.00	0.00	0.00	0.00	0.00
HW0140	Install Misc Metals / FRP Grating	9000	0.50	0.00	0.50	4500.00	0.00	4500.00
HW0150	Install Mechanical Bar Screen	14000	0.00	0.00	0.00	0.00	0.00	0.00
HW0160	Install Turbo Grit Pump	18000	0.00	0.00	0.00	0.00	0.00	0.00
HW0170	Install Channel Gates	5500	0.00	0.00	0.00	0.00	0.00	0.00
HW0180	Underslab Piping @ HW	6000	0.00	0.00	0.00	0.00	0.00	0.00
HW0190	FRP Discharge Slab	11000	0.00	0.00	0.00	0.00	0.00	0.00
HW0200	Install Wahspress & Grit Removal Eq	35000	0.00	0.00	0.00	0.00	0.00	0.00
HW0210	Construct Above Grade Piping	12000	0.00	0.00	0.00	0.00	0.00	0.00
HW0220	Run Conduits Throughout HW	7000	0.00	0.00	0.00	0.00	0.00	0.00
HW0230	Pull Wire To HW Equipment	3500	0.00	0.00	0.00	0.00	0.00	0.00
HW0240	Terminate Wire to HW Equipment	3600	0.00	0.00	0.00	0.00	0.00	0.00
HW0250	Construct Canopy over Discharge Equ	9000	0.00	0.00	0.00	0.00	0.00	0.00
HW0260	Install Handrailings around HW	5800	0.00	0.00	0.00	0.00	0.00	0.00
HW0270	Cut Exist HW Wall for Eff. Flows ou	3500	0.90	0.00	0.90	3150.00	0.00	3150.00
AG0020	FRP Air Gap Slab	9500	0.00	1.00	1.00	0.00	9500.00	9500.00
AG0030	Set Air Gap Skid	6500	0.00	0.00	0.00	0.00	0.00	0.00
AG0040	Connect Above Grade Pipe	5500	0.00	0.00	0.00	0.00	0.00	0.00
AG0060	Construct Canopy	11000	0.00	0.00	0.00	0.00	0.00	0.00
AG0070	Run Conduits AG	2000	0.00	0.00	0.00	0.00	0.00	0.00
AG0080	Pull Wires AG	1500	0.00	0.00	0.00	0.00	0.00	0.00
AG0090	Terminate Wires AG	2000	0.00	0.00	0.00	0.00	0.00	0.00
CH0010	Set Hypochlorite Generator	3500	0.00	0.70	0.70	0.00	2450.00	2450.00
CH0020	Set Brine Tank	1800	0.00	0.00	0.00	0.00	0.00	0.00
CH0030	Set Hypochlorite Tanks	4500	0.00	0.00	0.00	0.00	0.00	0.00
CH0040	Run Below Grade Piping Hychl	3400	0.00	0.00	0.00	0.00	0.00	0.00

ACTIVITY ID	DESCRIPTION	BUDGET COST	PREVIOUS PERCENT COMPLETE	PERCENT THIS PERIOD	PERCENT TO DATE	PREVIOUS AMOUNT	COST THIS PERIOD	AMOUNT TO DATE
BI#1 GENERAL CONSTR. WTP UPGRADE								
CH0050	Install Above Grade Piping Hychl	12000	0.00	0.15	0.15	0.00	1800.00	1800.00
CH0060	Set Chl Metering Skid	2500	0.00	0.00	0.00	0.00	0.00	0.00
CH0070	Install Above Grade Piping Chl Skid	11000	0.00	0.00	0.00	0.00	0.00	0.00
CH0080	Run Electrical Conduits	2500	0.00	0.00	0.00	0.00	0.00	0.00
CH0090	Pull Wires to Hypochlorite Equip	1000	0.00	0.00	0.00	0.00	0.00	0.00
CH0100	Terminate Wire Hychl Equip	2400	0.00	0.00	0.00	0.00	0.00	0.00
SD0010	Rough Grade Site & Dewatering Press	4000	0.00	0.00	0.00	0.00	0.00	0.00
SD0040	Set Belt Press	8000	0.00	0.00	0.00	0.00	0.00	0.00
SD0050	Sget Cake Pump Equip.	3000	0.00	0.00	0.00	0.00	0.00	0.00
SD0060	Set Feed Pump Equip.	3000	0.00	0.00	0.00	0.00	0.00	0.00
SD0070	Set Polymer Equipment	6000	0.00	0.00	0.00	0.00	0.00	0.00
SD0080	Set Air Compressor	2000	0.00	0.00	0.00	0.00	0.00	0.00
SD0100	Connect to Existing Buried Pipe	2000	0.00	0.00	0.00	0.00	0.00	0.00
SD0110	FRP Pre-Eng Building Footings	37000	0.00	0.00	0.00	0.00	0.00	0.00
SD0120	Erect Pre-Eng. Building	18200	0.00	0.00	0.00	0.00	0.00	0.00
SD0130	Install HVAC in Pre-Eng. Building	3000	0.00	0.00	0.00	0.00	0.00	0.00
SD0140	Run Conduits to Dewatering Equip	4000	0.00	0.00	0.00	0.00	0.00	0.00
SD0150	Pull Wires to Dewatering Equip	1000	0.00	0.00	0.00	0.00	0.00	0.00
SD0160	Terminate Electrical & Dewatering E	1500	0.00	0.00	0.00	0.00	0.00	0.00
		1556000				479895.00	413950.00	893845.00
BI#2 GENERAL CONSTR. OWNER FINANCED COMP.								
SW0120	Install Building Drains	2000	0.50	0.00	0.50	1000.00	0.00	1000.00
SW0130	Install 1 1/2" FW Lines	5000	0.25	0.00	0.25	1250.00	0.00	1250.00
SW0190	Insall 2" SD	1000	0.00	0.00	0.00	0.00	0.00	0.00
SW0200	Clear Concrete Structure	1500	0.00	0.00	0.00	0.00	0.00	0.00
SW0210	Place/Comp AB @ Dewatering Press	1500	0.00	0.00	0.00	0.00	0.00	0.00
SW0220	Place/Comp AC @ Dewatering Press	4000	0.00	0.00	0.00	0.00	0.00	0.00
SD0030	FRP Slab for Dewatering Press	12000	0.00	0.00	0.00	0.00	0.00	0.00
SD0090	Connect Above Grade Piping	12000	0.00	0.00	0.00	0.00	0.00	0.00
		39000				2250.00	0.00	2250.00
BI#3 SHEETING, SHORING, & BRACING								
000030	Sheeting, Shoring, and Bracing	1000	1.00	0.00	1.00	1000.00	0.00	1000.00
		1000				1000.00	0.00	1000.00
ALT#1 DECHLORINATION SKID								
FR0190	Deliver Dechlorination Equip	30000	0.00	0.00	0.00	0.00	0.00	0.00
CH0110	Set Dechlorination Metering Skid	4500	0.00	0.00	0.00	0.00	0.00	0.00
CH0120	Demc & Patch Sidewalk	1500	0.00	0.00	0.00	0.00	0.00	0.00
CH0140	Instll Above Grade Piping for Dechl	5000	0.00	0.00	0.00	0.00	0.00	0.00
CH0150	Run Conduits for Dechlorination	2000	0.00	0.00	0.00	0.00	0.00	0.00
CH0160	Pull Wires to Dechlorination Equip	1000	0.00	0.00	0.00	0.00	0.00	0.00
CH0170	Terminate Wires @ Dechlorination Eq	2000	0.00	0.00	0.00	0.00	0.00	0.00
		46000				0.00	0.00	0.00
		1642000				483145.00	413950.00	897095.00

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



To: Honorable Rio Dell City Council
Through: Ron Henrickson, City Manager *RMA*
From: Carla Ralston, Public Works Admin.
Date: June 1, 2010
Subject: HWMA Proposed Rate Changes for Fiscal Year 2010/2011

Recommendation

Receive and File

Budgetary Impact

Rio Dell rate payers will not see an immediate increase in their rates for garbage service, but this rate change will increase the amount of fees the City's Franchise Waste Hauler, Eel River Disposal (ERD), pays to the Authority. The costs of the new fees are expected to then be passed on to our rate payers by ERD, effective July 1, 2010.

Discussion

The City of Rio Dell has a joint Exercise of Powers Agreement with the Humboldt Waste Management Authority (HWMA). Section 7.3c of that agreement requires HWMA to provide notice to member agencies of proposed rate changes.

At a regular meeting of the HWMA Board of Directors held on May 13, 2010, Resolution 2011-01 Establishing Waste Management Fees for the 2010/2011 fiscal year was adopted. The new fees will go into effect July 1, 2010.

Attachments:

Copy of HWMA Resolution 2011-01 and the new fee schedule



May 18, 2010

Mr. Jim Stretch
City of Rio Dell
675 Wildwood Ave.
Rio Dell, CA 95562

Dear Mr. Stretch,

At a regular meeting on May 13, 2010 the HWMA Board of Directors adopted Resolution 2011-01 establishing waste management fees for Fiscal Year 2010/2011. The new waste management fees will go into effect July 1, 2010. You may want to review your fee schedule to ensure that it covers the new HWMA waste management fees.

Enclosed is a copy of the Resolution, if you have any questions about it please call me at (707) 268-8464.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Test". The signature is fluid and cursive, with a long, sweeping horizontal line extending from the end of the name across the top of the signature area.

Jim Test
Executive Director

RESOLUTION 2011-01

A RESOLUTION OF THE HUMBOLDT WASTE MANAGEMENT AUTHORITY FOR THE COLLECTION OF INTEGRATED WASTE MANAGEMENT FEES

Section 1. PURPOSE AND INTENT.

The purpose of this Resolution is to establish and collect fees as authorized by Sections 41901 and 41902 of the Public Resources Code in order to fund the reasonable and necessary costs incurred by the Humboldt Waste Management Authority in the preparation, maintenance, adoption and implementation of the Countywide Integrated Waste Management Plan mandated by Section 40000 et seq. of the Public Resources Code, and in the operation of the integrated waste management system implemented as a result of that plan.

It is the intent of this Resolution and of the Authority to achieve these purposes in the most cost-effective manner possible, while continuing to reduce the amount and toxicity of waste generated in the County to the greatest degree possible.

It is the further intent of the Authority that such fees recover the full and complete costs associated with providing and operating waste management facilities and programs, including any and all surcharges imposed by other governmental agencies on the receipt, handling, processing or disposal of refuse or other waste materials. Facility and program costs supporting the fees charged by this Resolution are identified in the Authority's annual budget.

Section 2. DEFINITIONS.

- (a) Unless otherwise stated, the terms used in this Resolution shall have the same meaning as provided by the definitions set forth in Section 17225 of Title 14, California Code of Regulations and the appropriate subsections of Division 30, Part 1, Chapter 2, California Public Resources Code.
- (b) "Authority" means the Humboldt Waste Management Authority.
- (c) "Executive Director" means the Executive Director of the Humboldt Waste Management Authority or a designated representative thereof.
- (d) "Franchise Collector" or "Franchise Waste Hauler" means a company that collects Solid Waste under contract with a public agency.
- (e) "Greenwaste" means any wastes generated from the maintenance or alteration of public, commercial or residential landscapes including, but not limited to, yard clippings, leaves, tree trimmings, prunings, brush, weeds, wood that is not treated with preservatives or painted and cardboard that is not otherwise recyclable."
- (f) "Household Hazardous Waste" means all those wastes defined by Section 25218.1(e) of the Health and Safety Code and/or Cal. Admin. Code tit. 14, § 18720(27).

- (g) "Jurisdictional Boundaries of the Authority" means the jurisdictional boundaries coinciding with those of the Authority's member agencies.
- (h) "Operator" means a person or entity who accepts Waste Material generated within the Jurisdictional Boundaries of the Authority and to whom permission to operate a Transformation Facility or Transfer/Processing Station for Solid Waste, or a combination of Solid Waste and Hazardous Waste, is granted under Section 40000 et seq. of the Public Resources Code.
- (i) "Non-Franchise Collector" or "Collector" means a person or entity within the Jurisdictional Boundaries of the Authority engaged in collecting and/or transporting Solid Waste directly to an approved landfill facility for the purpose of disposal.
- (j) "Satellite Facility" means a transfer station that receives Waste Materials generated from within the Jurisdictional Boundaries of the Authority that is not owned or directly operated by the HWMA.
- (k) "Self Haul Customers" means any person or entity that transports Solid Waste directly to a Transfer/Processing Station and/or Transformation Facility.
- (l) "Solid Waste" means all putrescible and nonputrescible solid, and semisolid wastes; including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, abandoned vehicles and parts thereof, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semisolid wastes, and other discarded solid and semisolid wastes. "Solid Waste" does not include hazardous, low-level radioactive or medical waste. "Solid Waste" as herein defined shall not include materials source-separated by the generator for the purpose of recycling, reuse, repair, or composting.
- (m) "Transfer/Processing Station" means a facility utilized to receive Waste Material from Collectors and Self Haul Customers and to temporarily store, separate, transfer, convert, or otherwise process said materials and/or to transfer it directly from smaller to larger vehicles or railroad trains for transport.
- (n) "Transformation Facility" means a facility whose principal function is to receive and manage Solid Waste through a non-landfill disposal process other than composting such as incineration, pyrolysis, distillation, gasification, or biological conversion.
- (o) "Waste Material" means all materials including Solid Waste, Household Hazardous Waste, and Greenwaste.

Section 3. COLLECTION OF FEE.

The Waste Management Fee shall be collected from all Franchise and Non-Franchise Collectors, Self Haul Customers, and all Operators of Transformation Facilities and/or Transfer/Processing Stations located within the Jurisdictional Boundaries of the Authority or who accept Waste Material generated within the Jurisdictional Boundaries of the Authority. Such Fee shall be

included in and considered to be part of the disposal rate charged by Operators and Collectors for the provision of services.

For Non-Franchise Collectors, Transformation Facilities or Transfer/Processing Stations collecting or receiving Waste Material, the fee shall be based only on the Solid Waste collected or received except as set forth in Schedule A herein.

Non-Franchise Collectors shall maintain at their respective offices or other place acceptable to the Authority, full and complete accounting books and records, and shall prepare and submit, without additional request and at no cost to the Authority, records documenting their respective proper performance under this Ordinance. The Authority may audit such books and records at the Authority's expense upon three (3) working days' notice.

Section 4. WASTE MANAGEMENT FEE.

(a) The Authority Waste Management Fee rates specified in Schedule A shall take effect beginning on July 1, 2010 for the Fiscal Year 2010/2011.

(b) Table 1. Countywide Program Fees shall be paid by all Franchise Collectors, Non-Franchise Collectors and Self Haul customers. For Self-Haul customers, this fee shall be collected by the Operator and remitted to the Authority on a monthly basis.

(c) Table 2. Self Haul Fees for Authority owned and/or operated facilities shall be paid by all Self Haul customers at Authority owned and/or operated facilities. This includes all persons or entities dropping off Waste Materials at an Authority facility except Franchise Collectors. Self Haul loads that require special handling or processing, such as travel trailers, auto body parts, large pieces of concrete or metal, or cleanup of spills may be charged an additional per hour fee for the extra handling required. Loads containing cathode ray tubes, appliances, tires, or any other unpermitted waste may be subject to additional special fees established in Schedule A, Table 7.

(d) Table 3. Franchise Collector Fees for Authority Operated Facilities shall be paid by all Franchise Collectors dropping off Waste Materials at any Authority owned or operated facility. Member agencies that drop off Waste Materials at an Authority facility shall pay the Franchise Collector Fee rate found in Schedule A, Table 3. Franchise Collector loads that require special handling or processing, such as travel trailers, auto body parts, large pieces of concrete or metal, or cleanup of spills, may be charged an additional per hour fee for the extra handling required. Loads containing cathode ray tubes, tires, or any other unpermitted waste may be subject to additional special fees established in Schedule A, Table 7.

(e) Table 4. Volume Based Pricing, Hawthorne Facility, shall be paid by Self Haul customers when the scales are inoperable.

(f) Table 5. HWMA Fees for Satellite Facilities shall be paid by Operators of independent transfer stations for handling Authority member Solid Waste.

(g) Table 6. Non-Franchise Collector Fees consisting of Countywide Fees shall be paid by Non-Franchise Collectors. Non-Franchise Collectors shall deliver copies of all weight receipts to the Authority on a monthly basis.

(h) Table 7. Additional Fees shall be charged to Franchise Collectors and Self Haul Customers that drop off non-standard Waste Materials as specified in Table 7.

(i) Table 8. Household Hazardous Waste Fees shall be charged to Self Haul customers, both residential and commercial. Residential customers who bring in more than 15 gallons per vehicle (measured by the total volume of the containers brought in, not by the volume of material contained) and commercial customers may be charged a fee based on the cost of handling and processing as determined by the Executive Director.

(j) Table 9. Greenwaste Fees Charged at Mad River Compost Facility. Franchise Collector Fees and Self Haul Customer Fees shall be paid by all customers dropping off Green Waste at the Mad River Compost Facility.

(k) Table 10. Eureka Recycling Center Fees shall be charged to Self Haul customers, both residential and commercial, who use the Hawthorne Street drop-off facility.

Section 5. PAYMENT OF FEES.

(a) For cash transactions, payment shall be due upon delivery of the Waste Materials in accordance with Schedule A herein. For account customers, the fee shall be set based upon the volume or tonnage of Waste Material received during the preceding month according to Schedule A. Fees charged to accounts shall be paid to the Humboldt Waste Management Authority within thirty (30) days following the fee due date. The due date is the date of the monthly statement, and shall become due and payable by each account customer on the date of the monthly statement.

(b) Fees that are not remitted to the Authority within thirty (30) days following the due date provided in this part are delinquent. A late fee of one and one half percent (1 1/2%) shall be assessed on delinquent accounts not paid by the end of the month. The minimum late fee is \$1.

(c) Documentation substantiating the tonnage upon which the Waste Management Fee is collected shall be maintained by an Operator or Collector for a period of three years.

Upon three working days written notice, an Operator or Collector shall provide access to the Authority for the purpose of reviewing the accuracy of the submitted data.

In the event that the Authority, following such a review, determines that the accuracy of the submitted data cannot be verified, the Authority and the Operator or Collector shall mutually agree to an alternative procedure for determining or measuring the tonnage collected, or received at the Disposal Site, Transformation Facility and/or Transfer/Processing Station, in order to ensure the accuracy of such data.

Failure to implement or to adhere to a verifiable measuring procedure after a reasonable period of time shall result in the referral of the disputed collections for review to an independent auditor. Costs for such an audit shall be borne by the losing party.

In the event that an independent audit determines that funds due the Authority under this Ordinance have not been paid in a timely manner, such amounts shall be determined to be delinquent, and shall be subject to late fee penalties.

(d) Customers who wish to keep a record of individual waste transactions should retain their weight ticket (invoice) from each transaction. The Authority also keeps a record of transactions. Customers may request copies of previous weight tickets and will be charged 75 cents for each weight ticket that is copied, sent, or faxed. A request for a copy of any weight ticket that is over 180 days old will be billed at \$40 per hour for staff research time.

Section 6. FAILURE TO COMPLY.

The Authority may collect any unpaid fees and penalties by civil action, in which event the Authority shall have judgment for the cost of the suit and reasonable attorney's fees.

Remedies for the failure to comply with this Resolution are non-exclusive. The Authority reserves the right to take any, all or combination of administrative, civil and criminal actions to enforce the terms of this Resolution, separately or concurrently.

Section 7. REFUNDS.

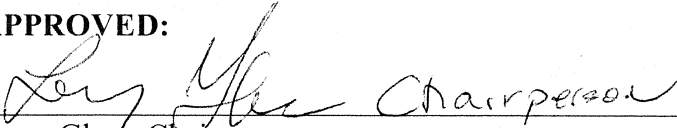
In the event any fee has been overpaid or has been erroneously received by the Authority under this Resolution, it shall be refunded.

Section 8. EFFECTIVE DATE.

This Resolution shall take effect on July 1, 2010.

The foregoing Resolution was passed by the Board of the Humboldt Waste Management Authority this 13th day of May, 2010.


APPROVED:



Larry Glass, Chairperson

Date: 5/13/10

ATTEST:



HWMA Clerk

Date: 5/17/10

**SCHEDULE A
WASTE MANAGEMENT FEES**

TABLE 1

COUNTY WIDE PROGRAMS	PER TON
Household Hazardous Waste Program	5.71
Cleanup / Enforcement Programs	0.57
Rural Container Program	1.56
City/County AB 939 Recycling Program	2.46
Table Bluff Landfill Maintenance	0.17
County Local Enforcement Agency (LEA)	2.66
Administration	5.98
Cummings Road Maintenance	5.56
Total	24.67

TABLE 2

SELF HAUL FEES FOR AUTHORITY OPERATED FACILITIES	PER TON
Operation, Capital, Transport, Disposal	125.39
Countywide Programs	24.67
Total Self Haul Rate Per Ton	150.06
Minimum Fee for Waste	12.00
Greenwaste	90.00
Minimum Fee for Greenwaste	7.00
Special Handling, Per Hour (Minimum for illegal dump clean up is \$100.)	180.00/hr.
See Table 7 for Additional Fees	
See Table 8 for Household Hazardous Waste Fees	

TABLE 3

FRANCHISE COLLECTOR FEES FOR AUTHORITY OPERATED FACILITIES	PER TON
Operation, Capital, Transport, Disposal	98.64
Countywide Programs	24.67
Total Franchise Rate Per Ton	123.31
Special Handling, Per Hour	180.00/hr.
See Table 7 for Additional Fees	
Greenwaste delivered to HWMA facilities	49.00

TABLE 4

VOLUME BASED PRICING, HAWTHORNE STREET FACILITY	
General Residential Waste	
Minimum Fee for Waste	12.00
Per Cubic Yard	15.00
Small Pickup (level with top of the box)	20.00
Mid-Size Pickup (level with top of the box)	27.00
Full-Size Pickup (level with top of the box)	33.00
Misc. Construction Debris Per Cubic Yard	78.00
Greenwaste Per Cubic Yard	9.00

TABLE 5

SATELLITE FACILITIES	PER TON
Operation, Transport, Disposal	70.35
Countywide Programs	24.67
Total Satellite Facilities Rate	95.02

TABLE 6

NON-FRANCHISE COLLECTOR	TOTAL
Countywide Programs	24.67

TABLE 7

ADDITIONAL FEES	EACH
Asbestos Handling Fee (in addition to per ton rate)	50.00
Appliances with Freon or without Freon, Large Commercial Unit	65.00
Appliances with Freon or without Freon, Residential	*
Bulky Items such as mattress, sofa, stuffed chair (in addition to per ton rate)	5.00
Tire, Light Truck, Passenger, Motorcycle or Smaller	5.25
Tire, Light Truck, Passenger, Motorcycle or Smaller on Rim	6.50
Tire, Truck	11.50
Tire, Truck on Rim	23.00
Tire, Grader	40.00
Tire, Off Road (Giant)	257.00
Tire, Foam Filled or Solid (forklift)	194.00

TABLE 8

HOUSEHOLD HAZARDOUS WASTE FEES	
Residential Users Per visit, up to 15 gallons*	5.00 per visit
* Volume is calculated by the volume of the container, regardless of how much material is in the container.	
For Commercial Users or Residential Users with loads over 15 gallons, the rate will be based on the cost of handling and processing as determined by the Executive Director.	

TABLE 9

GREENWASTE FEES AT MAD RIVER COMPOST FACILITY	
Franchise Collector Rate Per Ton	49.00
Self Haul Rate Per Ton	90.00
Self Haul Rate Per Cubic Yard	9.00
Self Haul Minimum Fee	7.00

TABLE 10

EUREKA RECYCLING CENTER	
Self Haul Minimum Fee (No Charge items are exempt from Minimum Fee)	No fee
Appliances with Freon or without Freon, Large Commercial Unit	65.00
Appliances with Freon or without Freon, Residential	*
Books	*
Cathode Ray Tubes (televisions and computer monitors)	*
Dual-stream Recycling, per visit	No fee
Electronics, Computers	*
Fluorescent Tubes (4' max) and Compact Fluorescent Lights, 10 combined	No Charge
Fluorescent Tubes, over 4' or more than 10 combined, each	*
HID Lights, each	*
Used Oil and Oil Filters, Residential	No Charge
CRV redemption only	No Charge
*Charges for additional materials will be based on the cost of handling and processing as determined by the Executive Director.	

675 Wildwood Ave.
Rio Dell, CA 95562



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

TO: Mayor and Members of the City Council
THROUGH: Ron Henrickson, Interim City Manager
FROM: Karen Dunham, City Clerk
DATE: June 1, 2010
SUBJECT: Water Bill Claim Adjustment

RECOMMENDATION

The Council approves the water bill claim adjustment for the Monument Subdivision Water District in the amount of \$127.81.

BUDGETARY IMPACT

\$127.81 less revenue from the Water Fund

BACKGROUND AND DISCUSSION

This is a water bill adjustment claim for over \$100.00 which requires Council approval under Resolution No. 770. The average bill for this customer is \$213.14. The excessive use was the result of a broken float valve and pipe at the main tank which serves four residences. The customer repaired the leak by replacing the float valve and pipe at the main tank. The request is a 50% adjustment of the difference between the historical average use and the bill of \$468.76, which amounts to \$127.81.

ATTACHMENTS:

Water Bill Adjustment Claim Form
Utility Billing Summary Report

EXHIBIT "A" TO RESOLUTION NO. 770

CITY OF RIO DELL
WATER BILL ADJUSTMENT CLAIM FORM

Instructions

1. Only claims exceeding an average water bill by \$10.00 or more are eligible for adjustment.
2. Present this form (with receipts for corrective measures) to the Water Department at City Hall after completion.

NAME OF CLAIMANT: Monument Supervision Water Dist 764-3021

MAILING ADDRESS OF CLAIMANT: 1909 Monument Rd

ADDRESS OF WATER SERVICE: 1789 Monument Rd

MONTH and REASON FOR EXCESSIVELY HIGH WATER BILL:

March/10 float valve not working correctly
PIPE BROKEN at MAIN tank

Only claims involving water line leaks, breaks, vandalism, excusable neglect or City negligence will be considered.

I HAVE MADE THE FOLLOWING REPAIRS TO MY WATER SYSTEM:

fixed float valve pipe at MAIN tank

WE HAD PARTS
No adjustment will be considered unless appropriate repairs or corrective measures have been taken. Attach copies of receipts.

I, KAY PEAKE (Print name), declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was signed on 5-7, 2010, at Rio Dell, California.

Karen Munham
City of Rio Dell - Witness

Kay Peake
Signature of Claimant

This Side to be Completed by City Staff Only

Number of claims submitted by claimant during previous twenty four months at any location and number of claims submitted by any claimant involving the same metered location: 0

Dates and locations of such claims: N/A

Claimants are allowed only ONE adjustment in any 24 month period

Does the claimant's reason for the requested adjustment constitute justifiable cause for the requested adjustment? yes

Has the claimant made sufficient repair or taken other appropriate corrective measures to reasonably prevent repeated problems? yes

Are copies of receipts attached? No

What is the amount of the bill disputed? \$468.76 (85 units)

What is the claimant's average historical water bill? 27 units (\$213.14)

What is the difference? \$255.62 50% Credit amount is: \$127.81

Period used to calculate average water bill? Mar 09 - Apr 10

Note: Adjustments between \$10.00 and \$100.00 may be settled by the City Manager but may be submitted to the City Council, at the Managers sole discretion. Adjustments of \$100.00 or more must be approved by the City Council.

CITY MANAGER'S DISPOSITION:

APPROVE CLAIM Yes No

DENY CLAIM Yes No

Comments or Reason for Denial: _____

SUBMIT TO CITY COUNCIL Yes No

CM Signature: _____

Date: _____

CITY MANAGER'S RECOMMENDATION TO THE CITY COUNCIL:

APPROVE CLAIM _____ DENY CLAIM _____

COUNCIL ACTION (APPROVE/DENY) _____ DATE: _____

**CITY OF RIO DELL
U/B Summary Report**

Name: MONUMENT SUB. WATER DISTRICT Lookup: 0431

Address: 1909 MONUMENT RD
RIO DELL, CA 95562

Location House Number Direction Street Description
1789 MONUMENT ROAD 1789 MONUMENT RD MONUMENT ROAD/4-10

Serial Number Digits Multiplier Route Sequence Description
04033483 8 1 04 0010

	4/28/2010	3/29/2010	2/26/2010	1/28/2010	12/29/2009	11/25/2009	10/27/2009	9/28/2009	8/27/2009	7/28/2009
Beginning Balance	468.76	383.08	174.98	222.68	174.98	203.60	222.68	244.94	216.32	210.12
Water	235.40	468.76	383.08	174.98	222.68	174.98	203.60	222.68	244.94	216.32
Consumption	34	85	67	15	30	15	24	30	37	28
Water (2008 Summer Incentive)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Consumption	0	0	0	0	0	0	0	0	0	0
Payments	468.76	383.08	174.98	222.68	174.98	203.60	222.68	244.94	216.32	210.12
Activity Date	4/05/2010	3/19/2010	2/11/2010	1/15/2010	12/17/2009	11/20/2009	10/09/2009	9/07/2009	8/06/2009	7/10/2009
Ending Balance	235.40	468.76	383.08	174.98	222.68	174.98	203.60	222.68	244.94	216.32
1789 MONUMENT ROAD										
04033483	1757	1723	1638	1571	1556	1526	1511	1487	1457	1420
Reading Date	4/28/2010	3/29/2010	2/26/2010	1/28/2010	12/29/2009	11/25/2009	10/27/2009	9/28/2009	8/27/2009	7/28/2009
Consumption	34	85	67	15	30	15	24	30	37	28
Days	30	31	29	30	34	29	29	32	30	32

June 09 28 units \$210.12
 May 09 18 units 179.22
 Apr 09 13 units 163.77
 Mar 09 13 units 163.77

675 Wildwood Ave.
Rio Dell, CA 95562



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

TO: Mayor and Members of the City Council
THROUGH: Ron Henrickson, Interim City Manager
FROM: Karen Dunham, City Clerk
DATE: June 1, 2010
SUBJECT: Water Bill Claim Adjustment

RECOMMENDATION

The Council approves the water bill claim adjustment for John Pieratt at 65 Redwood Avenue in the amount of \$132.52.

BUDGETARY IMPACT

\$135.52 less revenue from the Water Fund

BACKGROUND AND DISCUSSION

This is a water bill adjustment claim for over \$100.00 which requires Council approval under Resolution No. 770. The average bill for this residence is \$41.36. It is the opinion of the claimant that the excessive use was the result of vandalism. They have been away from the home for an extended period of time and while away, it seems that an outside faucet was turned on and left running by an unknown person. To prevent this from happening again, the customer installed locks on all of the outside faucets. The request is a 50% adjustment of the difference between the historical average use and the bill of \$306.40, which amounts to \$132.52.

ATTACHMENTS:

Water Bill Adjustment Claim Form
Utility Billing Summary Report
3/29/10 Water Bill
Receipt

EXHIBIT "A" TO RESOLUTION NO. 770

CITY OF RIO DELL
WATER BILL ADJUSTMENT CLAIM FORM

Instructions

1. Only claims exceeding an average water bill by \$10.00 or more are eligible for adjustment.
2. Present this form (with receipts for corrective measures) to the Water Department at City Hall after completion.

NAME OF CLAIMANT: John Pieratt

MAILING ADDRESS OF CLAIMANT: 4165 W Shannon St. Chandler AZ 85226

ADDRESS OF WATER SERVICE: 65 Redwood Avenue Rio Dell

MONTH and REASON FOR EXCESSIVELY HIGH WATER BILL:

Vandalism - We were away from our home for an extended period of time and someone came on to our property and turned on the faucet

Only claims involving water line leaks, breaks, vandalism, excusable neglect or City negligence will be considered.

I HAVE MADE THE FOLLOWING REPAIRS TO MY WATER SYSTEM:

Spent \$99.12 on locks for all of my faucets (receipt attached)

No adjustment will be considered unless appropriate repairs or corrective measures have been taken. Attach copies of receipts.

I, John Pieratt (Print name), declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was signed on May 20th, 2010, at Rio Dell, California.

Karen Dunham
City of Rio Dell - Witness

[Signature]
Signature of Claimant

This Side to be Completed by City Staff Only

Number of claims submitted by claimant during previous twenty four months at any location and number of claims submitted by any claimant involving the same metered location: 0

Dates and locations of such claims: N/A

Claimants are allowed only ONE adjustment in any 24 month period

Does the claimant's reason for the requested adjustment constitute justifiable cause for the requested adjustment? yes ?

Has the claimant made sufficient repair or taken other appropriate corrective measures to reasonably prevent repeated problems? yes

Are copies of receipts attached? yes

What is the amount of the bill disputed? \$306.40 (61 units)

What is the claimant's average historical water bill? 15 units (\$41.36)

What is the difference? \$265.04 50% Credit amount is: \$132.52

Period used to calculate average water bill? Apr 09 - Apr 10

Note: Adjustments between \$10.00 and \$100.00 may be settled by the City Manager but may be submitted to the City Council, at the Managers sole discretion. Adjustments of \$100.00 or more must be approved by the City Council.

CITY MANAGER'S DISPOSITION:

APPROVE CLAIM Yes No

DENY CLAIM Yes No

Comments or Reason for Denial: _____

SUBMIT TO CITY COUNCIL Yes No

CM Signature: _____

Date: _____

CITY MANAGER'S RECOMMENDATION TO THE CITY COUNCIL:

APPROVE CLAIM _____ DENY CLAIM _____

COUNCIL ACTION (APPROVE/DENY) _____ DATE: _____

750 gallons = 1 unit
CITY OF RIO DELL

675 REDWOOD AVE, RIO DELL, CA 95562 (707) 764-3532

SERVICE FROM 2/26/2010 SERVICE TO 3/29/2010 CUSTOMER NO 0558

65 REDWOOD AVE SERVICE ADDRESS

PRIOR RDG	CURRENT RDG	CONSUMED
589	650	61

PREVIOUS BALANCE 0.00
Water 306.40

3/29 650
3/29 648

BILLING DATE	DUE DATE	TOTAL DUE
3/29/2010	4/26/2010	306.40

Eel River mill site public meeting held then 4/27/2010

*66 15 units
*Mar Glants

FIRST-CLASS MAIL
PRESORTED
POSTAGE+FEES PAID
RIO DELL, CA
PERMIT NO. 1
CUSTOMER NUMBER
0558
TOTAL DUE
306.40

Property #: 65 REDWOOD AVE

RETURN THIS STUB WITH PAYMENT

RETURN SERVICE REQUESTED

Program - Water drain

MAIL TO:
JOHN PIERATT
4165 W SHANNON ST.
CHANDLER, AZ 85226

adjustment
50% of
excess



ACE

THANK YOU FOR SHOPPING AT
VALLEY ACE - CHANDLER
(480) 877-4885

ACE

PREPARE YOUR POOL FOR SWIMMING
WITH POOL CHEMICALS AND PARTS AT ACE
5/16/10 12:33PM MIKE 547 SALE

4315263	1 EA	19.99 EA
HOSE BIBB LOCK & PADLOCK		19.99
4304601	2 EA	15.99 EA
HOSE BIBB LOCK		31.98
4315263	2 EA	19.99 EA
HOSE BIBB LOCK & PADLOCK		39.98

SUB-TOTAL:	91.95	TAX:	7.17
		TOTAL:	99.12

BK CARD AMT: 99.12
BK CARD#:

==>> JRNLS49075/2
CUST # *5

<<==

Customer Copy

**CITY OF RIO DELL
U/B Summary Report**

Name: JOHN PIERATT
Address: 4165 W SHANNON ST.
CHANDLER, AZ 85226

Lookup: 0558

Location 65 REDWOOD AVE **Street** REDWOOD AVE **Description** 65 REDWOOD AVE/4-1340

Serial Number 04033481 **House Number** 65 **Direction** **Route** 04 **Sequence** 1340

	4/28/2010	3/29/2010	2/26/2010	1/28/2010	12/29/2009	11/25/2009	10/27/2009	9/28/2009	8/27/2009	7/28/2009
Billing										
Beginning Balance	306.40	87.44	41.36	54.08	57.26	77.92	87.44	77.92	194.19	71.08
LateChg	30.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.11
Water	41.36	306.40	87.44	41.36	54.08	57.26	77.92	87.44	77.92	116.00
Consumption	3	61	15	3	7	8	13	15	13	.21
Water (2008 Summer Incentive)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Consumption	0	0	0	0	0	0	0	0	0	0
Payments	0.00	87.44	41.36	54.08	57.26	77.92	87.44	77.92	194.19	0.00
Activity Date		3/26/2010	2/26/2010	1/26/2010	12/28/2009	11/24/2009	10/26/2009	9/28/2009	8/18/2009	
Ending Balance	378.40	306.40	87.44	41.36	54.08	57.26	77.92	87.44	77.92	194.19
65 REDWOOD AVE										
04033481	653	650	589	574	571	564	556	543	528	515
Reading Date	4/28/2010	3/29/2010	2/26/2010	1/28/2010	12/29/2009	11/25/2009	10/27/2009	9/28/2009	8/27/2009	7/28/2009
Consumption	3	61	15	3	7	8	13	15	13	21
Days	30	31	29	30	34	29	29	32	30	32

June 09 12 units
May 09 11 units
April 09 4 units

71.08 66.44 43.26

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



January 6, 2010

TO: Honorable Rio Dell City Council

THROUGH: Ron Henrickson, City Manager *WH*

FROM: *J* Jim Stretch, SHARP

DATE: June 1, 2010

SUBJECT: Adoption of Resolution 1078-2010 to Make Employee PERS Contribution Pre-Tax

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Adopt Resolution 1078-2010 to make employee contributions into the CalPERS retirement system pre-tax under Section 414(h) (2) of the Internal Revenue Code.

BACKGROUND AND DISCUSSION

As the City Council is aware, Resolutions of Intent to contract with CalPERS for retirement benefits were passed on May 18, 2010, the same meeting that the first reading of Ordinance 268-2010 was held; an ordinance to contract with CalPERS for benefits for both the Miscellaneous and Safety employees. It is anticipated that the Ordinance will be adopted on June 8, 2010 for an effective date of July 8, 2010. The effective payroll date for Rio Dell is planned to be July 17, 2010.

An option that the employee groups have expressed interest in is making their 7% contribution into the retirement plan pre-tax. In other words, the 7% contribution is subtracted from an employees' payroll check and then the net balance total is used to calculate state and federal tax deductions and other calculations. The pre-tax option does not affect either the CalPERS or Social Security benefit paid at retirement.

The enclosed Resolution was supplied by CalPERS and is required to be adopted to take advantage of the pre-tax option.

RESOLUTION NO. 1078-2010
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL TO TAX DEFER MEMBER
CONTRIBUTIONS – IRC 414(h)(2) EMPLOYER PICK-UP

“Sample E” in the Public Agency Procedures Manual

WHEREAS, the City Council of the City of Rio Dell has the authority to implement the provisions of section 414(h)(2) of the Internal Revenue Code (IRC); and

WHEREAS, the City of Rio Dell has determined that even though the implementation of the provisions of section 414(h)(2) IRC is not required by law, the tax benefit offered by section 414(h)(2) IRC should be provided to all employees who are members of the California Public Employees’ Retirement system:

NOW, THEREFORE, BE IT RESOLVED:

- I. That the City of Rio Dell will implement the provisions of section 414(h)(2) Internal Revenue Code by making employee contributions pursuant to California Government Code Section 20691 to the California Public Employees’ Retirement System on behalf of all its employees or all its employees in a recognized group or class of employment who are members of the California Public Employees Retirement system. “Employee contributions” shall mean those contributions to the Public Employees’ Retirement System which are deducted from the salary of employees and are credited to individual employee’s accounts pursuant to California Government Code section 20691.
- II. That the contributions made by the City of Rio Dell to the California Public Employees’ Retirement System, although designated as employee contributions, are being paid by the City of Rio Dell in lieu of contributions by the employees who are members of the California Public Employees’ Retirement system.
- III. That employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the City of Rio Dell to the California Public Employees’ Retirement System.
- IV. That the City of Rio Dell shall pay to the California Public Employees’ Retirement System the contributions designated as employee contributions from the same source of funds as used in paying salary.
- V. That the amount of the contributions designated as employee contributions are paid by the City of Rio Dell to the California Public Employees’ Retirement system on behalf of an employee shall be the entire contribution required to

the employee by the California Public Employees' Retirement System on behalf of an employee shall be the entire contribution required of the employee by the California Public Employees' Retirement Law (California Government Code Sections 20000, et. seq.).

- VI. That the contributions designated as employee contributions made by City of Rio Dell to the California Public Employees' Retirement System shall be treated for all purposes, other than taxation, in the same way that member contributions are treated by the California Public Employees' Retirement System.

PASSED AND ADOPTED this 1ST day of June, 2010 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

RETURN ADDRESS:

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

FOR CALPERS USE ONLY

RESOLUTION TO TAX DEFER MEMBER PAID CONTRIBUTIONS – IRC
414(H)(2)

Approved by: _____

Title: _____



TO: Rio Dell City Council
FROM: Sara Mosser, Contract City Planner
DATE: June 1, 2010
SUBJECT: City of Rio Dell General Plan Amendment – Housing Element Update

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive this staff report and provide comments to City staff.

BACKGROUND AND DISCUSSION

To comply with CA Housing and Community Development (HCD) requirements, it is recommended that a compliant Housing Element, a required element of the City's General Plan, be adopted. Planning Commission previously reviewed the Draft Housing Element policy document prior to HCD first round review.

A Draft Housing Element was submitted to HCD November 2009. The draft underwent a 60 day review; the City received a comment letter detailing the various additions and deletions necessary for the Element to be in compliance.

Modifying the Housing Element policy document was part of HCD recommendations for compliance. The Draft Housing Element policy document is attached with edits in redline/strike out. These additions and deletions address HCD comments and are required to ensure a compliant Housing Element.

Currently, an updated version of the Draft Housing Element is ready for HCD review. Once the policy document has been reviewed by the Planning Commission and City Council, the Draft is ready for HCD. HCD then has 60 days to issue a response to a jurisdiction from the day that a draft element is received. At the end of 60 days, HCD is required (by law) to issue a response, either a letter stating the document is in substantial compliance with State Housing Element Law or provide findings of non-compliance.

NEXT STEPS

Through working with HCD on various iterations of the Draft, the Element will reach compliance. At this time, the Element will be adopted by the City; the adopted element will then go to HCD for final 90 day review. After this review, HCD will give an official determination of compliance.

The planning commission reviewed this document March 28 2010 and provided edits.

ATTACHMENT – Housing Element Policies

CHAPTER 2 HOUSING ELEMENT GOALS, POLICIES, AND ACTION PLAN

2.1 INTRODUCTION

This chapter describes the City's housing goals, policies, and action plan for the planning period 2009 through 2014. The City has identified six basic goals related to housing addressing the issues of housing production, rehabilitation, equal opportunity to housing, infrastructure needs, energy conservation, and information needs. The related policies have been developed as ways to achieve City housing goals. Goals, policies and associated programs are consistent with the General Plan; consistency will be monitored on a project-by-project basis.

The Action Plan describes what the City intends to complete during the planning period to implement housing policies consistent with the stated goals. These actions are listed in Table 2-1 and identify the responsible party and the projected time frame for implementation.

2.2 HOUSING GOALS AND POLICIES

GOAL A: *A variety of housing types to meet the needs of all economic segments of the community, including those with special housing requirements.*

- POLICIES:**
- A-1. Encourage the development of available vacant and under-utilized residential and mixed-use parcels served by sewer and water for a range of housing types and densities consistent with General Plan. (Reference program D-1, D-2, A-6)
 - A-2. Monitor market trends for residential land/housing and consider, where appropriate, changes in the City General Plan Land Use Element and Zoning to ensure a balance in residential uses and densities. (Reference program D-1, D-2)
 - A-3. Allow development of manufactured homes and mobile home parks in residential zones throughout the community in accordance with the requirements of Government Code Section 65852.3 and 65852.7 and where consistent with local regulations.
 - A-4. Allow development of secondary residential units on existing residentially developed lots in accordance with Government Code Section 65852.2 requirement and where consistent with local regulations. (Reference program C-1)

- A-5. Encourage a density bonus for developments containing at least 10% of the units set aside for lower income households, or at least 5% of the units for extremely low, very low-income households, or 50% of the units for qualifying residents (i.e., seniors) as provided in Government Code Section 65915 and where consistent with local regulations. Allow additional concessions/incentives with increased affordable units (GC 65915) and where necessary to maintain economic feasibility of the lower income units. (Reference program A-1)
- A-6. This policy has been removed.
- A-7. Use State and Federal Funding Assistance to the extent this assistance exists and are needed to develop affordable housing in Rio Dell. (Reference program B-2)
- A-8. Pursue those housing finance programs that do not require Article 34 Referendum.
- A-9. Provide capacity for City staff to respond to, and apply for, federal and state loans and grants.
- A-10. Partner with local non-profit housing sponsors to make maximum use of Federal and State Programs for new housing construction and rehabilitation. The non-profit corporation is not intended to compete with the City or other current programs, but to complement these efforts.
- A-11. Assist developers in taking full advantage of state and federally funded programs, when feasible. (Reference program B-2)
- A-12. Encourage mixed-use of commercial/residential development in the appropriate zones.
- A-13. Minimize housing construction in areas subject to hazards, such as flooding or geologic instability.
- A-14. Promote access in new housing development for persons with disabilities. (Reference program A-4)
- A-15. Encourage rental housing developments to include a mixture of units sizes and bedrooms, including a percentage of 3-bedroom units to help accommodate larger households, where feasible.

- A-16. Promote multi-family housing that is in keeping with community design guidelines and that provides a sense of connection to the neighborhood. (Reference program A-3)
- A-17. Preserve assisted housing reserved for lower income households including assisted multi-family housing units at risk of being converted to market rate housing. (Reference program D-3)
- A-18. Assist in affordable housing development that serves extremely low-, very low-, low- and moderate-income households through financial and/or technical assistance.
- A-19. Support streamlining the permitting process for housing that serves extremely low, very low, low and special needs populations. (Reference program D-3)

GOAL B: *To encourage the maintenance and continued improvement of the existing housing stock.*

- POLICIES:
- B-1. Encourage rehabilitation of private housing by discouraging demolition and encouraging rehabilitation through tax incentives.
 - B-2. Make maximum use of Federal and State funding program to continue the City’s current rehabilitation program for lower income households. (Reference program B-1)
 - B-3. Require that minimum health and safety standards are maintained for housing in the City.
 - B-4. Ensure that City code enforcement efforts are included in federal and state rehabilitation programs
 - B-5. Require abatement of unsafe structures after providing property owners reasonable opportunity to correct deficiencies.
 - B-6. Encourage the use of rehabilitation program funds and grants to remove architectural barriers to housing for persons with disabilities as part of rehabilitation projects. (Reference program A-4)

~~GOAL C: *To promote equal opportunity to secure safe, sanitary, and affordable housing for everyone in the community regardless of race, color, religion, sex, marital status, familial status, national origin, ancestry, sexual orientation or disability.*~~

Deleted: ¶

POLICIES:

- C-1. Support equal access to housing and promote the enforcement activities of the State Fair Employment and Housing Commission. (Reference program A-5, C-2)
- C-2. Give special consideration in housing programs to the needs of special groups, including the disabled, large households, the elderly, households with low incomes, single-parent households, and the homeless. (Reference program C-2, E-1, E-2)
- C-3. Maintain Fair Housing complaint forms and information in both English and Spanish. (Reference program C-2)
- C-4. Exempt the construction of ramps for disabled persons from zoning setback provisions where it is the only feasible design and provides a “reasonable accommodation” consistent with the Americans with Disabilities Act. (Reference program A-4)

GOAL D: *To assure the provision of adequate infrastructure and services to existing and planned housing throughout the community.*

- POLICIES:
- D-1. Seek Federal and State funding to assist City efforts to remove constraints to housing related to inadequate infrastructure, including water, sewer, roads, and drainage facilities. (Reference program B-3)
 - D-2. Work with neighborhoods to identify and prioritize necessary upgrades to existing public facilities and infrastructure, and to obtain support for appropriate financing mechanisms.
 - D-3. During the term of the Regional Water Quality Control Board’s Cease and Desist Order, allow secondary units on lots with provisions to limit wastewater generation.
 - D-4. During the term of the Cease and Desist Order No. R1-203-0046, the City will allocate a maximum of 100 sewer service connections, 25 of which will be set aside for affordable housing. This allowance is meant to assist in meeting the City’s share of regional housing needs for persons of lower income. Qualifying affordable housing projects shall mean rental or owner occupied new construction projects under a rent limitation or resale agreement (or equivalent security) ensuring that the unit remains affordable to persons of lower income for a term of not less than five (5) years. Sewer service connection set-aside for affordable housing will be reduced by one connection for each “qualifying” second unit constructed during the term of the Order and will otherwise be excluded from the connect limitation per Policy D-3 above.

GOAL E: *To encourage energy efficiency in all new and existing housing and reduce green house gas emissions.*

- POLICIES:**
- E-1. Promote the use of energy conservation features in the design of all new residential structures, and those existing structures undergoing remodeling, room additions and/or extensive renovation. (Reference program C-3)
 - E-2. Promote the use of weatherization programs for existing residential units. (Reference program C-3)
 - E-3. Ensure that the City’s Housing Element policies are in compliance with SB 375.
 - E-4. Maintain and distribute current information about building insulation, energy efficient appliances, lighting and heating; other conservation measures and materials; and home power alternatives, where consistent with local regulations. (Reference program C-3)

GOAL F: *To assure that the City has accurate and current information on the housing stock and housing needs.*

- POLICIES:**
- F-1. Maintain the Geographic Information System (GIS) database for parcels within the City to provide an accurate inventory of the City’s roads, utilities and vacant land. (Reference program D-1)
 - F-2. Require any future development projects that alter (add or reduce) housing supply to provide GIS data to update City GIS database.

2.3 ACTION PLAN

This Action Plan is organized into five basic categories to facilitate housing program implementation. These categories include legislative action, federal and state fund application, continued support and implementation, studies and monitoring program, and homeless task force and agency coordination.

Specific actions/programs that the City intends to develop during the planning period (2009 to 2014) to achieve housing element goals and implement policies are described below and organized in Table 2-1. For each action item, the policy, objective, responsible agency, and implementation date is identified. Some of these measures are continued from the 1992 and 2004 Housing Element. See Chapter 8 for discussion of what was learned from the previous element and the modifications made to individual measures, if any.

A. LEGISLATIVE ACTIONS**(A-1) Density Bonus**

Objective: Guided by State law, establish procedures that allow the City to respond to density bonus requests. The procedures should include criteria that outline affordable-to-market unit ratios, written documentation, evaluations for project financial information, processing timeframes, additional incentives for consideration, and a method to sustain unit affordability.

Policy Addressed: A-5

Responsible Agency: City staff or Consultant

Implementation Plan:

1. Review current State law and review ordinances adopted by other jurisdictions.
2. Ordinance considerations:
 - (a) Evaluate whether density bonuses or a mix of density bonuses and other concessions and/or incentives should be used.
 - (b) Determine if the ordinance should provide for a transfer of development bonus credits to off-site areas proposed for development; identify areas, if appropriate.
 - (c) Determine the acceptable form of the affordability agreement, payback arrangement for early cancellation and/or conversion of designated “lower income” units, and methods of monitoring compliance.
 - (d) Determine aspects of the development that should be given consideration for an increase in density bonus percentage or additional incentives, such as accommodations for disabled persons, lower income households, inclusion of 3-bedroom larger units in the development mix, usable open space and/or recreational areas, and day care facilities.
3. Include changes in zoning ordinance revision to ensure consistency with General Plan and to be considered and adopted by the Planning Commission and City Council.

Implementation Date: June 2011

Funding Source: City Council Budget

(A-2) Mixed-Use Development

Objective: Develop incentives to encourage the development of a mix of commercial and residential uses in the Town Center and Community Commercial zones.

Policy Addressed: A-12

Responsible Agency: City Staff or Consultant

Implementation Plan:

1. Research best practices regarding incentives to encourage mixed use developments. Incentives may include streamlining the permitting processes and/or fee waivers for mixed use developments.
2. Understand the barriers to providing mixed use developments in the City and work to eliminate the barriers.

3. Provide information and incentives to the private development community that encourages a mix of commercial and residential uses in appropriate zones.
4. Include appropriate changes in zoning ordinance revision to ensure consistency with General Plan and to be considered and adopted by the Planning Commission and City Council.
- 5.

Implementation Date: June 2010 (research), ongoing

Funding Source: City Council Budget

(A-3) Multi-Family Design Guidelines

Objective: Revise City zoning ordinance to provide design guidelines for new multi-family residential development that ensure compatibility with community character and provide a sense of connection to the neighborhood.

Policy Addressed: A-16

Responsible Agency: City staff or Consultant

Implementation Plan:

1. Research and identify standards that encourage compatibility with community character, including such features as entrances that face onto fronting streets, usable open space, and architectural styles that generate visual interest and sense of place. The Guidelines shall be consistent with the standards for attached dwelling units set forth in Section 1.5 (Page 1.9) of the Rio Dell General Plan, 2015.
2. As part of the Zoning Ordinance update, develop guidelines for new multi-family residential development.
3. Include changes in Zoning Ordinance revision consistent with General Plan and for consideration and adoption by the Planning Commission and City Council.

Implementation Date: June 2010 (Research and develop draft guidelines);
December 2010 (adopt as part of Land Use Code update)

Funding Source: City Council Budget

(A-4) Architectural Barriers to Disability Access

Objective: Revise City zoning ordinance to allow the construction of ramps and other reasonable accommodations (e.g., wheel chair lift), consistent with the Americans with Disabilities Act, necessary to permit full housing access to persons with mobility limitation consistent with “reasonable accommodation” under the Fair Employment and Housing Act.

Policy Addressed: A-14, C-4

Responsible Agency: City staff or Consultant

Implementation Plan:

1. Research and identify standards that may limit removal of architectural barriers to access to housing by disabled persons (e.g., setback requirements which limit the location of ramps within yards).
2. As part of the zoning ordinance update, develop an exception for ramps and other facilities (e.g., lifts) that are necessary to provide access but conflict with zoning development standards.

3. Include changes in comprehensive zoning ordinance revision consistent with General Plan and for consideration and adoption by the Planning Commission and City Council.

Implementation Date: September 2010 (Research and develop exception language); June 2011 (adopt as part of Land Use Code update)

Funding Source: City Council Budget

(A-5) Equal Access to Housing

Objective: Amend the City zoning ordinance to ensure that the definitions used do not prevent equal access to housing on the basis of age, familial status or disability consistent with the California Fair Employment and Housing Act (FEHA).

Policy Addressed: C-1

Responsible Agency: City staff or Consultant

Implementation Plan:

1. Research and identify definitions, such as “family” that may act to limit access to housing due to familial status, age or disability.
2. Develop modified definitions consistent the California Fair Employment and Housing Act in regards to equal access to housing.
3. Include changes in comprehensive zoning ordinance revision consistent with General Plan and for consideration and adoption by the Planning Commission and City Council.

Implementation Date: March 2010 (Research ordinance definitions and suggest modified language); June 2010 (adopt as part of Land Use Code update)

Funding Source: City Council Budget

(A-6) Small Lot Development

Objective: To increase the development potential of small, individual lots (typically less than one acre in size) so that the maximum development potential allowed by zoning can be achieved.

Policy Addressed: A-1

Responsible Agency: City Staff or Consultant

Implementation Plan:

1. Research effective methods to develop small lots to their greatest potential (e.g. small lot consolidation, flexible development standards) by reviewing best practices adopted by other jurisdictions.
2. Develop fiscal incentives (e.g. density bonuses for merged lots) and/or regulatory incentives (small lot ordinance) for small lot consolidation.
3. Provide information and incentives to the private development community.
4. Contact property owners of small adjacent infill lots, zoned to accommodate multifamily housing, that are vacant and/or underutilized, in order to encourage the owners to merge suitable lots to increase the development potential for housing.
5. City will meet with interested property owner to discuss the advantages of lot mergers and may offer incentives for owners to merge their lots.

Implementation Date: March 2011 (Research and develop language); December 2011 (Develop method to work with landowners)

Funding Source: City Council Budget

B. APPLICATION FOR FEDERAL & STATE FUNDS

(B-1) Housing Rehabilitation

Objective: Seek funding from federal and state sources to continue rehabilitation of the City's housing stock, to provide safe and decent housing for the community, meet the objectives for housing under the adopted Regional Housing Needs Plan

Policy Addressed: A-11, B-1 and B-2

Responsible Agency: City staff and Redwood Community Action Agency (RCAA)

Implementation Plan:

1. The City will continue to use loan repayments from closed-out CDBG programs to supplement the City's current CDBG Program, and provide bridge financing for its housing rehabilitation program as grant funds are expended.
2. The City will make application during the 2010 CDBG funding cycle for a grant to continue its City wide housing rehabilitation loan program. The program should provide the flexibility to assist large households to increase the number of bedrooms where warranted.
3. The City will contract with a qualified agency to perform the required housing condition survey and household income survey (if applicable) prior to the funding cycle and to prepare an application for submittal to the State Department of Housing and Community Development (HCD). In the event that the application is not funded during the 2010 funding cycle, the City will revise its application to improve its competitiveness and will reapply during each successive funding cycle until funds are awarded.
4. The City will work with the Redwood Community Action Agency (RCAA) to leverage housing rehabilitation program funds under the CHRP-O/CHRP-R and Department of Agriculture Rural Development residential loan programs administered by that agency.
5. The City will ensure that the Housing Rehabilitation program guidelines include as an eligible activity the removal of barriers to access in housing serving lower income households with disabilities.
6. The City will encourage the rehabilitation of private housing by requiring demolition permits that include suitable waiting periods. Building more time into the demolition process will allow the City to assess alternatives to demolition and housing rehabilitation opportunities.
7. The City will research and analyze best practices for private sector home rehabilitation and provide developers with technical assistance and methods.
8. Include any changes in zoning ordinance revision to ensure consistency with General Plan and to be considered and adopted by the Planning Commission and City Council.
- 9.

Implementation Date: January 1, 2010 (Pre-Application); April 1, 2010 (Application Submittal); On-going (Leveraging, Barrier Removal, First-Time Homebuyers Program)

Funding Source: CDBG

(B-2) Housing Affordability

Objective: Encourage the acquisition of housing by lower income persons to achieve a greater balance of affordable owner- and renter-households.

Policy Addressed: A-3 A-7, A-11

Responsible Agency: City Staff or Consultant

Implementation Plan:

1. Research and analyze governmental and non-governmental constraints to providing affordable housing to City residents.
2. Revise City Zoning Ordinance to comply with State law provisions and provide a mechanism for establishing, preserving or redeveloping Single Room Occupancy units, including mobile home park in single family residential zone subject to a use permit as required by GC Code Section 65852.3 and 65852.7
3. Research how to support the conversion and use of motels, and hotels for SRO units.
4. Identify measures that could be used to encourage redevelopment and upgrading of existing parks while maintaining affordability.
5. The City will continue to apply for grant assistance to improve and increase the supply of affordable housing through the HOME program to ELI, very low and low households.
6. The City will work with RCAA to monitor the success of the first-time homebuyer program and pursue modifications to the program guidelines, if necessary, to address the recent rise in home sale prices.
7. Include any changes in zoning ordinance revision to ensure consistency with General Plan and to be considered and adopted by the Planning Commission and City Council.

Implementation Date: On-going

Funding Source: City Council Budget, HOME

(B-3) Water & Sewer Facilities

Policy Addressed: D-1

Objective: Pursue federal and state funding for infrastructure improvements, primarily water and sewer lines and facilities, which currently act as constraints to the production of housing.

Responsible Agency: City staff or Consultant

Implementation Plan:

1. The City will continue to investigate possible funding for correction of deficiencies in both the sewer and water systems through a combination of federal and state sources. Programs to be examined include but are not limited to: State Water Resources Control Board's Revolving Loan Fund (Sewer); State Safe Drinking Water Bond Law (Water); US Department of Agriculture's Water & Sewer Loan, and Grant Program
2. The City will request that the City Engineer prepare a report on the feasible alternatives and possible funding options.
3. The City will authorize the City Engineer and/or staff to prepare a pre-application for possible loan and/or grant funding for correction of the most severe deficiencies identified.

Implementation Date: On-going (Phase II, beginning in 2011, will construct the new wastewater treatment plant).

Funding Source: General Fund, Rate Payers

C. CONTINUED SUPPORT & IMPLEMENTATION**(C-1) Secondary Dwelling Units**

Objective: Allow creation of secondary residential units in residential zones as a use by right (consistent with provisions of AB 1688 GC Section 65852.2), by amending the zoning ordinance to reflect changes in State law including raising the unit size limitation and excluding second units from certain residential areas based on road or utility service limitations.

Policy Addressed: A-4

Responsible Agency: City staff or Consultant

Implementation Plan:

1. The City will evaluate whether it needs to establish unit size requirements different from the State law.
2. The City will consider if areas of the City should be excluded from allowing second units “by right” until road or other infrastructure amenities are provided.
3. Include appropriate changes in zoning ordinance revision to ensure consistency with General Plan and to be considered and adopted by the Planning Commission and City Council.
- 4.

Implementation Date: By January 2011 or earlier, if adopted as part of the General Plan updates implementation.

Funding Source: City Council Budget

(C-2) Fair Housing

Objective: Promote equal housing access by distributing information in both English and Spanish on State Fair Employment and Housing Commission Enforcement Program, providing referrals, providing complaint forms and enforcing non compliance penalties

Policy Addressed: C-1, C-2, C-3, C-4

Responsible Agency: City staff and Redwood Community Action Agency

Implementation Plan:

1. The City will continue to distribute Fair Housing information with all housing rehabilitation loan and first-time homebuyer application packages.
2. The City will post a notice identifying the City Manager as the City’s “Fair Housing Enforcement Officer” and providing a contact telephone number and address for housing discrimination complaints.
3. The City will work with the affordable housing providers and managers and other social service and non-profit tenant and landlord rights advocacy groups to inform the public of their responsibilities and rights under the law.
4. The City will maintain State complaint forms in English and Spanish.
5. The City will disseminate Fair Housing information to the Rio Dell Public Library and the Rio Dell-Scotia Chamber of Commerce in addition to posting of Fair Housing notices at Rio Dell City Hall. The City will work with local agencies including the Humboldt Transit Authority (HTA) to include Fair Housing information in appropriate format within their facilities. Annually, the City will adopt a Fair Housing proclamation and provide copies to local news organizations.

Implementation Date: Ongoing (posting of Fair Housing Notice); Ongoing (distribution of Fair Housing information and loan packages: Ongoing (providing referrals and complaint forms)

Funding Source: General Fund

(C-3) Energy Conservation and Weatherization

Objective: Post and distribute information on currently available energy conservation and weatherization techniques to improve energy efficiency in existing housing and to encourage energy conservation in new housing.

Policy Addressed: E-1, E-2, E-4

Responsible Agency: City staff and Redwood Community Action Agency

Implementation Plan:

1. Research and analyze information on how to incorporate energy saving features and materials, and energy efficient systems and designs for residential development that either meet or exceed Title 24 energy efficiency standards for California.
2. The City will research and analyze conservation incentives for the building industry and residents including services offered by local organizations (e.g. Redwood Coast Energy Authority)
3. The City will develop and annually update its referral listing of public and private grant/loan and assistance programs for weatherization.
4. The City will work with the Rio Dell Branch of the Humboldt County Library to establish a reference section containing resource materials for home improvement energy conservation techniques and weatherization projects.

Implementation Date: Ongoing (annual update of referral listings for funding assistance); June 2011 (create local reference library).

Funding Source: City Council Budget, Other grants

D. STUDIES & MONITORING PROGRAM

(D-1) Housing Condition & Building Activity

Objective: Monitor housing production consistent with the adopted Regional Housing Needs Allocation by tracking the inventory of vacant land available for development, building permit activity and housing conditions

Policy Addressed: A-1, A-2 and F-1

Responsible Agency: City staff or Consultant

Implementation Plan:

1. The Planning Department will annually update the City's Vacant Land Inventory, and will provide the City Council with a summary of annual building permit activity. The summaries may be prepared on a calendar or fiscal year basis.
2. The Planning Department, with the assistance of its Housing Rehabilitation Coordinator, will update the City's housing condition survey every 24 to 30 months, or more frequently if required for maintaining State CDBG Program eligibility.

Implementation Date: Ongoing (update of vacant land inventory); June 2012 (update of housing condition survey).

Funding Source: City Council Budget, CDBG

(D-2) Maintaining Densities consistent with Housing Affordability

Objective: Annually review building development within the Urban Residential and Town Center land use designations to ensure that housing is made available in types and densities that do not exclude lower income households, and, if necessary, to recommend changes to foster housing affordable by all segments of the community.

Policy Addressed: A-1 and A-2

Responsible Agency: City staff or Consultant

Implementation Plan:

1. The City shall annually review building development within the Urban Residential and Town Center land use designations to determine if new construction is occurring consistent with the plan “mid-point” density range. In the Town Center, a combination of commercial, civic uses and higher density residential use (i.e., apartments over commercial use) is encouraged over the development of a single-detached residence per lot.
2. If the annual report shows that sites are not providing sufficient opportunities for housing affordable to lower income and very low income households, the City Council will review its Zoning Ordinance to consider other measures, including the adoption of incentives or regulatory mechanisms to encourage construction at the mid-point or higher end of the density range. Such measures could include but are not limited to: inclusionary zoning (i.e., requiring a percentage of units be affordable to lower income households), exclusionary or “qualified” zoning (i.e., restricting building types on certain key lots, e.g., “townhouse” only), density bonuses (i.e., specifying development standards that may be modified to make units more affordable – reduced lot sizes), or plan development overlays (i.e., allow flexibility of design as trade-off for greater affordability).
3. Include appropriate changes in zoning ordinance revision to ensure consistency with General Plan and to be considered and adopted by the Planning Commission and City Council.
- 4.

Implementation Date: Review annually

Funding Source: City Council Budget

(D-3) Preserving Units at Risk of Conversion to Market Rate Units

Objective: Mitigate the potential loss of 71 “at-risk” units due to conversion to market rate units.

Policy Addressed: A-17, A-19

Responsible Agency: City Staff or Consultant

Implementation Plan:

1. Monitor owners of “at-risk” projects on an ongoing basis, at least every twelve months, in coordination with other public and private entities to determine their interest in selling, prepaying, terminating, or continuing participation in a subsidy program.
2. Maintain and annually update the inventory of “at-risk” projects through the use of existing databases (e.g., HUD, State HCD, and California Tax Credit Allocation Committee).

3. Respond to any federal and/or State notices including Notice of Intent to Pre-Pay, owner Plans of Action, or Opt-Out Notices filed on local projects. The City should receive these notices and quickly respond by contacting property owners.
4. Maintain and annually update the list of qualified entities interested in participating in an Offer of Opportunity to Purchase Program as defined in Government Code Section 65838.11.
5. Allocate and support potential sources of funds for mortgage refinancing, acquisition, and rehabilitation including gap funding for nonprofit housing developers as intermediaries, and for rental subsidy assistance (HOME Program, CDBG, LIHTC, HCD Multi-family Housing Program, and CHFA).
6. Reduce, waive, or subsidize local development fees associated with preservation or replacement of “at-risk” units.
7. Provide ongoing preservation technical assistance and education to affected tenants and the community as a whole, on the need to preserve the existing affordable housing stock.

Funding Source: Federal and State Assistance

E. HOMELESS TASK FORCE & AGENCY COORDINATION

(E-1) Updated List of Service Providers

Objective: Establish local capacity to inform the community of services available to assist persons without shelter, increase the community’s capacity as liaison to persons and families in need, and maintain and update information in available services for the homeless.

Policy Addressed: C-3

Responsible Agency: City staff or Consultant

Implementation Plan:

1. The City will annually update its list of agencies and services provided to homeless and indigent persons in Rio Dell and Humboldt County.
2. The City will make available this list to non-profit groups and churches for distribution to the public.
3. The City will request that a representative of the County Homeless Task Force make a presentation to the City Council regarding the homeless issue in the County, Multiple Assistance Center (MAC) services and other resources/information that can be made available to the community.

Implementation Date: Ongoing (update and distribution of list of service providers).

Funding Source: City Council Budget, CDBG

Deleted: ¶

(E-2) Participation in Homeless Task Force

Objective: Establish an appointed representative to serve on, or act as an observer of, the County’s homeless task force.

Policy Addressed: C-3

Responsible Agency: City Council representative and City staff

Implementation Plan:

1. The City will contact the County homeless coordinator regarding possible participation on the County-wide Homeless Task Force. The City's participation may be as a "member" or "observer."
2. The County's liaison to the Homeless Task Force will report to the City Council on actions the City might take to improve referral information and the distribution of essential services to persons in need.

Implementation Date: June 2010 (contact homeless coordinator); Ongoing after January 2011 (reports to City Council).

Funding Source: City Council Budget

Table 2-1
Housing Action and Programs Matrix

Program	Policy No.	Item No.	Implementation Steps	2009	2010	2011	2012	2013	2014
Density Bonus	A-5	(A-1)	<ul style="list-style-type: none"> • Ordinance Review • Ordinance Drafting • Adopt Ordinance 			X			
Mixed use Development	A-12	(A-2)	<ul style="list-style-type: none"> • Research • Mitigate barriers • Develop incentives 		X				
Multi-Family Design Guidelines	A-16	(A-3)	<ul style="list-style-type: none"> • Research Guidelines • Draft Ordinance • Adopt Ordinance 		X				
Architectural Barriers	C-4	(A-4)	<ul style="list-style-type: none"> • Research Constraints • Draft Ordinance • Adopt Ordinance 		X	X			
Equal Access to Housing	C-1	(A-5)	<ul style="list-style-type: none"> • Research Constraints • Draft Ordinance • Adopt Ordinance 		X				
Housing Rehabilitation	A-11, B-1, B-2	(B-1)	<ul style="list-style-type: none"> • Use of Loan Repayments • CDBG Application • Housing Coordinator • Leverage Funds • Remove architectural barriers in housing • Research best practices and encourage private sector rehab 	O	O	O	O	O	O
Housing Affordability	A-7, A-11	(B-2)	<ul style="list-style-type: none"> • Research constraints • Apply for grant assistance • Monitor 	O	O	O	O	O	O
Water & Sewer Facilities	D-1	(B-3)	<ul style="list-style-type: none"> • Engineering Report • Alternatives and Funding Options • Pre-application 	O	O	O	O	O	O
Second Dwelling Units	A-4	(C-1)	<ul style="list-style-type: none"> • Determine unit size requirements • Units by right or exclusion 			X			
Fair Housing	C-1, C-2, C-3, C-4	(C-2)	<ul style="list-style-type: none"> • Distribute Information • Post Notice • Forms in Spanish • Proclamation 	O	O	O	O	O	O

Program	Policy No.	Item No.	Implementation Steps	2009	2010	2011	2012	2013	2014
Weatherization and Energy Conservation	E-1, E-2, E-4	(C-3)	<ul style="list-style-type: none"> • Research energy saving techniques • incentives • Update listing • Reference library 	O	O	O X	O	O	O
Building Activity	A-1, A-2; F-1	(D-1)	<ul style="list-style-type: none"> • Update Inventory • Update Condition Survey 	O	O	O	O X	O	O
Underutilization of Residential Land Use and Zoning	A-1, 2	(D-2)	<ul style="list-style-type: none"> • Monitoring • Incentives and Regulation 	O	O	O	O	O	O
Homeless Resources	C-3	(E-1)	<ul style="list-style-type: none"> • Service Providers List • Distribute Information 	O	O	O	O	O	O
Homeless Task Force	C-3	(E-2)	<ul style="list-style-type: none"> • Participate in Task Force • Report to City Council 			O X	X		

O = On-going Program

X= Completion Date