



RIO DELL CITY COUNCIL  
**VIRTUAL MEETING AGENDA**  
**REGULAR MEETING - 6:30 P.M.**  
**TUESDAY, JUNE 16, 2020**  
CITY COUNCIL CHAMBERS  
675 WILDWOOD AVENUE, RIO DELL

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***WELCOME** - Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue and available on the City's website at [cityofriodell.ca.gov](http://cityofriodell.ca.gov). Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

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

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

**Public Comment by Email:**

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

Meeting can be viewed on Access Humboldt's website at <https://www.accesshumboldt.net/>. Suddenlink Channels 10, 11 & 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/accesshumboldt>.

**Zoom Public Comment:**

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll free number **888-475-4499**, enter Meeting **ID 897 5174 3538** and press star (\*) 9 on your phone – this will raise your hand. You will continue to hear the meeting on the call. When it is time for public comment on the item you wish to speak on, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. Please state your name and begin your comment. You will have 3 minutes to comment.

- A. CALL TO ORDER
- B. ROLL CALL
- C. CEREMONIAL MATTERS
- D. PUBLIC PRESENTATIONS

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

E. CONSENT CALENDAR

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

- 1) 2020/0616.01 - Approve Minutes of the June 2, 2020 Regular Meeting  
**(ACTION)** 1
- 2) 2020/0616.02 - Approve Resolution No. 1454-2020 Ordering and Calling for a General Municipal election to fill three (3) City Council seats, requesting the consolidation of the election with the General election to be held on November 3, 2020, requesting the services of the Humboldt County Registrar of Voters, providing for Notice of Election, and adopting uniform policies pertaining to Candidate Statements and fees **(ACTION)** 13
- 3) 2020/0616.03 - Approve Resolution No. 1456-2020 Adopting the 2020-21 GANN Appropriations Limit **(ACTION)** 19
- 3) 2020/0616.04- Authorize City Manager and Chief of Police to sign a Memorandum of Understanding with the City of Fortuna for Dispatch Services **(ACTION)** 22
- 4) 2020/0616.05 - Receive and File the Check Register for May **(ACTION)** 28

F.	ITEMS REMOVED FROM THE CONSENT CALENDAR	
G.	REPORTS/STAFF COMMUNICATIONS	
	1) 2020/0616.06 - City Manager/Staff Update <b>(RECEIVE &amp; FILE)</b>	32
H.	SPECIAL PRESENTATIONS/STUDY SESSIONS	
I.	SPECIAL CALL ITEMS/COMMUNITY AFFAIRS	
	1) 2020/0616.07 - Authorize Mayor to sign letter related to the River Bluff Cottages <b>(DISCUSSION/POSSIBLE ACTION)</b>	38
J.	ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS	
	1) 2020/0616.08 - Approve Resolution No. 1453-2020 Adopting the FY 2020-2021 Operating and Capital Budget and Position Allocation Table <b>(DISCUSSION/POSSIBLE ACTION)</b>	43
	2) 2020/0616.09 - Approve Resolution No. 1455-2020 Amending and Adopting the City Master Salary Table <b>(DISCUSSION/POSSIBLE ACTION)</b>	43
	3) 2020/0616.10 - Introduction and First Reading (by tile only) of Ordinance 388-2020 Amending Chapter 15 “Construction Codes” of the Rio Dell Municipal Code to incorporate California Building Code exemptions and to establish Agricultural Building Exemptions <b>(DISCUSSION/POSSIBLE ACTION)</b>	84
K.	COUNCIL REPORTS/COMMUNICATIONS	
L.	ADJOURNMENT	

*The next regular City Council meeting is scheduled for  
Tuesday, July 7, 2020 at 6:30 p.m.*

**RIO DELL CITY COUNCIL  
REGULAR MEETING MINUTES  
JUNE 2, 2020**

The regular "virtual" meeting of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Garnes.

ROLL CALL: Present: Closed Session: Mayor Garnes, Mayor Pro Tem Woodall, Councilmembers Johnson, Strahan, and Wilson and City Manager Knopp

Regular Meeting: Mayor Garnes, Mayor Pro Tem Woodall, Councilmembers Johnson, Strahan, and Wilson

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

Absent: Community Development Director Caldwell

**ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**

Conference with Labor Negotiator: Designated Representative: City Manager Kyle Knopp, Employee Organizations: Rio Dell Police Officers Association, Rio Dell Employees Association and all Contract Employees (Pursuant to Gov't Code Section 54957.6)

**PUBLIC COMMENT REGARDING CLOSED SESSION**

No public comment was received.

**RECESS INTO CLOSED SESSION**

The Council recessed into closed session (Zoom) at 5:30 p.m.

The meeting reconvened at 6:30 p.m.

**ORAL ANNOUNCEMENTS**

Mayor Garnes announced that there was nothing to report out of closed session.

**PUBLIC PRESENTATIONS**

Mayor Garnes asked if there were any public comments.

City Clerk Dunham reported on one online public comment received unrelated to any item on this agenda. The item read as follows:

**From: Kathryn Conant**

***I am a local Rio Dell resident and I have several questions and concerns about our neighborhood currently.***

***First, I am extremely upset with the rise in crime, with police having limited abilities to arrest proper people who are doing things that before coronavirus, they would be arrested for. Many neighbors have experienced issues lately in regards to stolen property and constantly seeing drug addicts wander the streets screaming and causing trouble 24/7. What can we do to feel safer in our neighborhood?***

***Also, I would like to know what it would take to get a contact with Animal Control in regards to several repeat offenders letting dangerous animals out to do as they please. As well as several complaints of suspected animal abuse, yelps and dogs crying outside 24/7. Do we have a proper noise ordinance that would generally stop people from letting their dog bark the entire night?***

## **CONSENT CALENDAR**

Mayor Garnes asked if any councilmember, staff or member of the public, would like to remove any item from the consent calendar for separate discussion. No items were removed.

Motion was made by Johnson/Woodall to approve the consent calendar including approval of minutes of the May 19, 2020 Regular meeting. Motion carried 5-0.

## **REPORTS/STAFF COMMUNICATIONS**

### **City Manager/Staff Update**

City Manager Knopp reviewed highlights of the staff report and called for questions from the Council.

Mayor Pro Tem Woodall mentioned follow up phone calls with the City Manager, Mayor, DHHS and the Rio Dell Community Resource Center related to homelessness and said that she hopes the calls will be sooner than later as the homeless situation in the City is a big concern.

Councilmember Strahan said that she had the same concerns and with regard to the River Bluff Cottages asked if DHHS is committed to addressing some of the problems by setting up appointments as promised. She also questioned the 24-hour security that she understood was going to be in place at the facility.

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City Manager Knopp explained that part of the problem is that the County had issues related to providing services and having personnel on site due to COVID-19 but as normal operations resume, staff should be returning to the site full-time. In terms of security, it is the property owner's prerogative. He commented that the only input the City had on the project was with Design Review. Although Danco talked about having 24-hour security, the City had no authority to require it.

Councilmember Wilson noted that there was pretty prevalent conversation in all the public meetings about the need for security and it was certainly implied that they would have security on site.

Mayor Garnes stated that she reviewed the record and there was no enforceable document to require Danco to do what they said they would do.

Councilmember Strahan's opinion was that Danco was straight up negligent for not doing what they agreed to do.

Councilmember Wilson commented that if it speaks to anything, it speaks to the credibility of Chris Dart's word and at this point, his word is failing.

Chief of Police Conner commented that he was at the River Bluff Cottages several times over the past couple of weeks and had conversations with the manager and expressed some of the city's concerns. He said that a DHHS worker is on site on a part-time basis due to COVID related issues but would be returning back to full-time. Related to security, he said that they have a security guard on site that works 40 hours a week and mainly watches the security cameras. They acknowledged that they have had problems with people jumping the fence at night to gain access to the property rather than going through the locked lobby.

Councilmember Wilson recommended the City Manager be directed to write a letter to Danco (Chris Dart) expressing the Council's concerns along with copies of the police calls.

Councilmember Strahan suggested a letter also be sent to the State since they support the funding for these projects stating that they need to be aware of what is going on there.

Mayor Pro Tem Woodall agreed,

City Manager Knopp said that staff would draft a letter and bring it back at the next meeting.

Mayor Pro Tem Woodall questioned Chief Conner about an issue involving a residence on Fourth Ave. and California State Parks.

Chief Conner explained that Officer Beauchaine was contacted by the State Parks to assist with a search warrant at the residence in question but he was dealing with a domestic

violence case and wasn't available. It was his understanding that the search warrant was for stolen wood products and he was not sure if any arrests were made.

Mayor Pro Tem Woodall thought that it would have been a good time to address the nuisance abatement issue with this particular property.

There was no public comment received regarding the Staff Update.

### **SPECIAL CALL ITEMS/COMMUNITY AFFAIRS**

#### Annual Rate Adjustment to Solid Waste Agreement with Recology Eel River

City Manager Knopp provided a staff report and explained that the Solid Waste Franchise Agreement with Recology Eel River contains an annual Consumer Price Index (CPI) adjustment provision. He noted that staff reviewed the rate sheets as presented and found the proposed rate adjustment to be consistent with methods used in the past and in line with the trend for a gradual increase over time.

Linda Wise, General Manager of Recology Eel River was present to explain the proposed rate adjustment and answer questions.

She explained the process in determining the rate adjustment and said that this year represents a 2.5% increase however, this is not the increase seen for curbside collection. She said that they entered into a recycling processing agreement with Humboldt Waste Management Authority (HWMA). As part of the HWMA Agreement, they are allowed to do a pass-thru for recycling processing fees based on tons collected in the various jurisdictions. Fees are applied based on tonnage as they become aware of them from year to year. When they began the recycling process they had to make estimates on tonnage and this year they over-estimated the tonnage for Rio Dell so the overall adjustment in rates is .086% rather than 2.5%.

Councilmember Wilson commented that there was discussion at the last HWMA board meeting regarding an increase for recycling and asked if that is included in this rate adjustment.

Linda Wise explained that they approved a "not to exceed number" and agreed to have further discussion on the recycling processing fee. She noted that they can go lower on the rates without coming back to the City Council but not higher and that the difference will be very slight; probably pennies. She said that they are reviewing correspondence received from HWMA so there is more dialog needed between Recology Eel River and HWMA.

Councilmember Strahan asked for clarification that the total adjustment is .086% in which Ms. Wise confirmed was correct.

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Motion was made by Wilson/Strahan to approve the proposed rate adjustment with Recology Eel River and accept it as an amendment to the Solid Waste and Recycling Franchise Agreement effective July 1, 2020. Motion carried 5-0.

Priority Setting Session

City Manager Knopp provided a staff report and noted that the Council has been doing priority setting sessions since 2017. He reviewed the top five priorities established by the Council for the past three years with Street Work and Code Enforcement being the top priorities.

He explained that this year, Councilmembers were asked to submit their priorities by email for the 2020 priority setting session in a virtual format.

He reviewed the summary of listed priorities for 2020 as:

- 1) Public Works Streets/Other Infrastructure
- 2) Public Safety
- 3) Economic Development
- 4) Community Development/Code Enforcement
- 5) Personnel/Total Compensation Study

City Manager Knopp asked councilmembers to go through the list and clarify each priority.

Mayor Pro Tem Woodall commented that Nuisance Abatement was a number one priority last year and that there is still a lot to do in that regard. She referred to a house on Fourth Ave. with excessive garbage piled up in a trailer and said that the City needs to step up its game. Nuisance Abatement issues diminish property values and cleaning up properties would instill pride in the community.

Councilmember Strahan named Street Work and Infrastructure as a number one priority and agreed with Mayor Pro Tem Woodall with regard to Nuisance Abatement. She commented that safety for our citizens is also very important.

Councilmember Johnson felt the Total Compensation Study was a high priority. With regard to City Councilmembers, he suggested establishing policies that go beyond ethics and addresses how to deal with citizens and staff. Annual Streets projects were identified as another priority. With regard to Public Safety, he suggested a seventh officer position be included in the 2020-2021 budget.

Councilmember Wilson noted that Public Safety Power Shutoffs (PSPS) is part of public safety and said that the City was getting ahead of it with plans to install a generator at City Hall. He was glad that PG&E is testing the new configuration in the islanding of the Humboldt Bay Area electrical grid to help to shield the area from PSPS's. He said that COVID, which a



part of economic development recovery is something that has to evolve. With regard to Nuisance Abatement, he has heard a lot of complaints about vehicles and that it seems that people know how the system works so they move vehicles around just enough to avoid getting them towed. He asked if the ordinance needs to be amended to give staff more tools to allow stronger enforcement.

Chief Conner said that he would give it some thought and report back at the next meeting.

Councilmember Wilson asked what prevents staff from getting people to haul away their garbage.

Chief Conner noted that there are two separate issues on Fourth Ave. and the residence with the vehicles is not the same residence with the trailer full of trash. He said that the house with the trash was issued a second administrative citation and that he was working with the owner on getting the trash cleaned up.

In terms of cars, the one residence has more cars than they have parking spaces. The police tag them and they move them to another location to avoid having them towed.

Mayor Garnes addressed the subject of Public Safety and suggested the implementation of foot patrol or bicycle patrol suggesting police presence on the streets would help through personal interaction.

With regard to Streets/Infrastructure, she suggested creating a plan using General Fund money to create a plan with a grid to do complete reconstruction including new pipes. A 5-year calendar could be created with reasonable goals to make sure the projects are executed.

As far as Personnel, the Total Compensation Study is being addressed, Economic Development can be discussed throughout the year, agreed with nuisance abatement issues, and supported the addition of a CSO position for Code Enforcement and Animal Control.

Councilmember Wilson pointed out that everyone seems to agree that Streets/Infrastructure is a top priority and said that the Council has never developed an actual plan. He thought that with a 5-year plan, it would rotate so there would always be something in the works which he thought was an excellent idea.

Mayor Garnes asked if there were any public comments.

City Clerk Dunham reported on one online public comment. The comment read as follows:

***I think the newsletters sent out have done a great job keeping informed; I think these should continue and contain latest COVID information and suggested precautions.***

***Nuisance Abatement should remain a priority. In order to attract better tenants and potential home buyers we need to alleviate blight. Households that cannot fit their autos on their household footprint need to find storage elsewhere; parking in front of their neighbor's homes for extended period is not acceptable. Garbage service should be mandatory to avoid attracting rodents.***

***Other items that can be addressed in newsletter:***

***Parking – Right hand wheels parallel to right hand curb (or road edge) CVC 22502. Drivers parking the wrong way, facing traffic, endanger other motorists and pedestrians.***

***Auto Stereo Noise – CVC 27007 sound should not be heard outside of the vehicle from 50 feet or more. There is no legal reason to have amplified music playing from a parked vehicle for an extended period. (Child passengers should not be exposed to loud music within vehicle either).***

***Fireworks – Commercial grade fireworks have no place in residential neighborhoods. It is not safe and it bothers your neighbors.***

***Thanks for your consideration.  
Ranada Laughlin***

Mayor Pro Tem Woodall agreed with the public comment.

As a result of the Council's comments, the following changes were made to the list of priorities:

- 1) Streets - Planning and Implementation
- 2) Public Safety – General
- 3) Economic Development – General
- 4) Code Enforcement - General
- 5) Personnel – General

Councilmember Johnson suggested adding under Economic Development, total buildout of the Humboldt Rio Dell Business Park (HRDBP) and said that in his opinion it should be the number one goal.

Mayor Garnes said that she would move Code Enforcement up on the list.

Consensus of the Council was to change the order of priorities by identifying Code Enforcement as the number two priority.

Options for the FY 2020-2021 Recommended Operating and Capital Budget

City Manager Knopp provided a staff report and said that at the last meeting, Council requested that staff bring back options and costs for including a Community Services Officer (CSO), a part-time Records Tech position, and an additional full-time Police Officer position in the FY 2020-2021 budget. He reviewed the budget options and estimated costs and impacts to the General Fund.

Estimated costs were presented for a Community Services Officer at full-time with benefits, full-time for 10 months with benefits, or part-time without benefits.

City Manager Knopp noted that there would be additional costs associated with the CSO position including a vehicle, office space and equipment.

Councilmember Johnson asked Chief Conner if he had anybody in mind for the position.

Chief Conner indicated that until today he had a potential candidate but had nobody in mind at this time. He commented that the position would be difficult to fill.

Councilmember Johnson asked if a 10-month position is realistic or if it should be scaled back to perhaps eight (8) months due to the time it might take to fill the position.

Chief Conner said it would depend on how extensive the background check is and said that an 8-month position might be more realistic although it is hard to say.

Councilmember Wilson pointed out that there is a lot of skill set in the job description as provided and would require a lot of training.

Chief Conner noted that the chances of finding a qualified candidate for the position is pretty unlikely.

Councilmember Wilson said that he thought the part-time Records Tech position was already included in the proposed budget.

City Manager Knopp said that it was however, the revenue source was identified as Measure Z rather than the General Fund.

Councilmember Strahan questioned the need for a full-time CSO versus a part-time and asked if alternative funding through grants was being explored.

City Manager Knopp was not aware of any grant opportunities but said there might be potential to use CDBG funds for Code Enforcement which would help to mitigate costs to the General Fund.

Mayor Pro Tem Woodall pointed out that \$30,000 was budgeted in the FY 2019-2020 budget for Code Enforcement with \$29,511 remaining yet it was reduced to \$10,000 for the upcoming year. She indicated that she would support a part-time CSO position for Code Enforcement and Animal Control completely dedicated to those specific duties. If the position is full-time, she would still like to make sure that 24 hours of that person's time is dedicated specifically for that. She said that Community Development Director Caldwell did a great job when he did Code Enforcement and that she would like to see him share some his knowledge of the City's Codes and Housing Code.

Mayor Garnes thought that hiring a part-time person with no benefits would be next to impossible and was in support of budgeting a full-time fully benefitted position for ten (10) months. She asked if that position is a full-time position if it could possibly be combined with the Records Tech position.

Chief Conner commented that the current Records Tech (Sabrina) is the face of the police department and that she rarely leaves the office. He noted that the positions are not mutually compatible job descriptions but he supposed it could be done.

City Manager Knopp said that the recommendation, based on input from the Council is to direct staff to budget for a full-time CSO for ten (10) months in the 2020-2021 fiscal year and bring back at the next meeting, costs for the necessary training, supplies and equipment to successfully perform the job. In addition, to add to the General Fund budget, a part-time Records Tech position.

Motion was made by Johnson/Woodall to direct staff to make the above noted changes to the FY 2020-2021 budget and to return on June 16, 2020 with recommended adoption of the Final Budget.

Councilmember Wilson asked if ancillary costs for the CSO position included a dog catcher vehicle.

City Manager Knopp said that the Council would need to have that conversation at the staff level and come back with any necessary budget adjustments at such time more specific information is obtained. Some equipment would need to be purchased or leased and an additional allocation for training.

City Manager Knopp noted that the Final Budget is scheduled for final adoption on June 16, 2020. All changes to the proposed budget would be highlighted and discussed again with the Council before the final adoption of the budget.

Councilmember Strahan pointed out that in reality the full-time CSO position for ten (10) months is the \$75,985 since it is ongoing.

City Manager Knopp explained that the \$75,985 would be the cost for FY 2021-2022 ongoing.

City Clerk Dunham took a roll call vote on the motion. Motion carried 4-1 with Councilmember Strahan dissenting.

Councilmember Johnson commented that there was no discussion on his proposal to include a seventh police officer in the budget.

City Manager Knopp explained that the estimated cost for a full-time Police Officer is \$95,811 for a full year. He said that the hope is that in the next 2-6 weeks to have the fifth position filled with the sixth position still in the budget. He pointed out that it would be difficult to fill the sixth officer position along with a seventh within this budget year. He noted that there would be some salary savings due to the time it takes to recruit an officer. He said that staff could bring back options to add a seventh officer at perhaps one-half of the normal cost.

Councilmember Johnson said the reason he brought up the idea is that there have been numerous times when the police department was down to a Chief and one Sergeant. It's easy for officers to walk away to go to another agency pointing out that two well-trained officers recently left and there is nothing to say that two more won't leave. His suggestion was to have qualified officers in place in the event that happens. He acknowledged that it likely would take 6 months or more to go through the recruitment process and get an officer on board.

Councilmember Wilson noted that there is no difference in budgeting for six or seven officers if those positions aren't filled anyway. The Police Academy is struggling to get recruits so he is good with six positions in the budget and if an opportunity arises to add a seventh then it can come back to the Council for further consideration.

The consensus of the Council, with the exception of Councilmember Johnson was to leave the number of full-time police officer positions in the budget at six.

## **COUNCIL REPORTS/COMMUNICATIONS**

Mayor Pro Tem Woodall extended special thanks to Nick Angeloff and the Chamber of Commerce and volunteers for displaying American Flags in the median for Memorial Day. She also thanked the Eggel family, Eli and Ronnie Sanderson, Mark and Jenny Gillam, and Michael McDermott for helping and said it was a great community effort.

She also reported that Nick Angeloff and other workers are putting in the Community Garden. They will set up a produce stand and what doesn't sell, they will donate to seniors.

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Mayor Pro Tem Woodall then mentioned the amount of graffiti around town and noted that hardly any has been cleaned up with the exception of an area painted by volunteers today. She said that the City needs to be more pro-active in removing graffiti on City property and suggested staff contact Caltrans to encourage them to remove it from their property.

She also asked when Zoom meetings could stop and that she was ready to resume meetings in the Council Chambers.

Councilmember Johnson echoed the three points made and said that by the City not removing graffiti, it encourages more to occur. He suggested a policy that says that the City would remove graffiti from all city owned property as soon as staff becomes aware of it.

Councilmember Strahan reported on her attendance at the Humboldt County Association of Governments (HCAOG) meeting and said that it was long and involved. The head of the Tax Payers League was present to propose that a one-quarter percent tax to fix roads be placed on the November ballot. The proposal was voted down since most cities already have their own tax proposals on the ballot. She said that the board agreed to hold off until 2022 to place the proposed tax on the ballot.

She said that there was also discussion about bus routes and Rapid Transit Authority (RTA) proposed a pilot program with Trinidad, Rio Dell, Scotia and Manila suggesting to remove both Rio Dell and Scotia from the normal bus route and that anyone wanting to ride the bus, to use Uber or a Taxi to go to the hub in Fortuna. She indicated that she fought against it and they decided to restrict the pilot program to Manila. She said that she would keep the Council apprised of what happens with that.

Mayor Garnes questioned whether the City should send a letter or get the community involved.

Councilmember Strahan indicated that there was support from the board that the Rio Dell-Scotia communities need the bus service.

Mayor Garnes reported that she along with the City Manager would be having a conversation with DHHS again regarding the homeless situation and the River Bluff Cottages.

She also reported that she participated in a conference meeting with the League of California Cities last Friday with an update on recent legislation the League would be supporting. She said that there would be a 2-minute commercial aired statewide thanking essential workers, and to citizens for doing their part during the pandemic and said that Mayors from thirteen (13) cities including Rio Dell were selected to do the commercial so she would be representing the City and thanking first responders, employees and citizens.

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Councilmember Wilson reported on his attendance at the Redwood Coast Energy Authority (RCEA) meeting and noted that they reduced their budget from \$54 million to \$46 million with the biggest part of the reduction with energy purchased and sold back. He noted that they budgeted for a \$1 million loss as a result of ratepayers not paying their electricity bills and said that RCEA would still have to pay PG&E regardless. He commented that it will probably come out of reserves to fund that expense.

**ADJOURNMENT**

Motion was made by Johnson/Wilson to adjourn the meeting at 8:13 p.m. to the June 16, 2020 Regular meeting. Motion carried 5-0.

\_\_\_\_\_  
Debra Garnes, Mayor

Attest:

\_\_\_\_\_  
Karen Dunham, City Clerk



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

**For Meeting of: June 16, 2020**

TO: Mayor and Members of the City Council  
FROM: Karen Dunham, City Clerk *Kd*  
THROUGH: Kyle Knopp, City Manager  
SUBJECT: November 3, 2020 General Election

**RECOMMENDATION**

Approve Resolution No. 1454-2020 Ordering and Calling for a General Municipal election to fill three City Council seats; requesting and consenting to consolidation of the Municipal Election with the General Election to be held on November 3, 2020; requesting the services of the Humboldt County Registrar of Voters; providing for Notice of Election; and adopting uniform policies pertaining to candidate statements and fees.

**BUDGETARY IMPACT**

Estimated Election Costs are \$1,500-\$1,700.

**BACKGROUND AND DISCUSSION**

As the Council is aware, three (3) seats on the City Council will be open this November. Pursuant to the State of California Election Code §10002, §10403, §12101, §10228 and §13307, the City Council is required to adopt resolutions that order and call for a General Election to be held in the City of Rio Dell on November 3, 2020; request the Humboldt County Board of Supervisors to approve the consolidation of the Municipal Election with the General Election; make available the services of the Registrar of Voters to conduct the Municipal Election; authorize and direct the City Clerk to publish a Notice of Election within the time and manner specified and approve and adopt the regulations for candidate statements and fees.



To simplify the process, staff has consolidated the election requirements into a single resolution.

Upon adoption of the Resolution, the City Clerk will send a certified copy to the County Board of Supervisors and Humboldt County Elections/Registrar of Voters. The deadline for submission of the Resolution requesting consolidation of the election is July 14, 2020. As noted in the Resolution, the City Clerk will also publish the Notice of Election at the appropriate time, no earlier than June 29, 2020 and no later than July 13, 2020.

**ATTACHMENTS:**

Resolution No. 1454-2020  
Notice of Election



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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
[cityofriodell.ca.gov](http://cityofriodell.ca.gov)

## **NOTICE OF ELECTION RIO DELL CITY COUNCIL**

**Notice is hereby given** that a General Municipal Election will be held in the City of Rio Dell on Tuesday, **November 3, 2020** for the following offices:

**City Council Member** – There are three (3) open positions. Each position is for a four (4) year term of office.

Candidate Packets will be available in the Office of the City Clerk at Rio Dell City Hall, 675 Wildwood Avenue, Rio Dell, California, beginning **July 13, 2020 at 8:00 a.m.**

Nomination papers must be filed with the City Clerk by **August 7, 2020 at 5:00 p.m.**

Polls are open from 7:00 A.M. – 8:00 P.M. at the Monument Middle School, 95 Center Street, Rio Dell

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Karen Dunham, CMC  
Posted June 29, 2020



**RESOLUTION NO. 1454-2020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL ORDERING AND CALLING A GENERAL MUNICIPAL ELECTION TO FILL THREE CITY COUNCIL SEATS; REQUESTING AND CONSENTING TO CONSOLIDATION OF THE MUNICIPAL ELECTION WITH THE GENERAL ELECTION TO BE HELD ON NOVEMBER 3, 2020; REQUESTING THE SERVICES OF THE HUMBOLDT COUNTY REGISTRAR OF VOTERS; PROVIDING FOR NOTICE OF ELECTION; AND ADOPTING UNIFORM POLICIES PERTAINING TO CANDIDATE STATEMENTS AND FEES**

**WHEREAS**, the term of three (3) members of the City of Rio Dell City Council are due to expire and the positions must be filled; and

**WHEREAS**, the City Council has ordered a Municipal Election to be held on Tuesday, November 3, 2020 to fill those offices; and

**WHEREAS**, the California Elections Code Section 10002 and 10400 provides that the local governing body may request the Humboldt County Board of Supervisors to consolidate a general municipal election with the statewide general election; and

**WHEREAS**, the California Election Code Section 10002 requires the City to reimburse the County in full for the services performed upon presentation of a bill to the City by the County Elections Official; and

**WHEREAS**, the California Election Code Section 13307 requires that before the nominating period opens the City Council must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; and may determine whether the estimate must be paid in advance; and

**WHEREAS**, California Elections Code Section 12101 requires the publication of a notice of election; and

**WHEREAS**, the City Council of the City of Rio Dell is desirous of having the County of Humboldt Elections Department/Registrar of Voters provide certain

services for the conduct of the general election to include the Rio Dell City Council election to be held on November 3, 2020.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIO DELL, CALIFORNIA** that an election be held in accordance with the following specifications:

1. The City Council hereby calls for a general municipal election in and for the City of Rio Dell. The Election shall be held on Tuesday, November 3, 2020. The purpose of the election is to choose successors for the three (3) expired 4-year terms on the Rio Dell City Council.
2. The Rio Dell City Council hereby requests and consents to the consolidation of this election with the statewide general election to be held on November 2, 2020.
3. The City Council hereby requests the Humboldt County Board of Supervisors to authorize the County of Humboldt Elections Department to conduct the general election to include the City Council election for the City of Rio Dell on November 3, 2020, including the publishing of all election materials, the mailing of sample ballots, the hiring of election officers, and the counting of ballots with the tally turned into the City Clerk of the City of Rio Dell for announcement of the results of the election.
4. The City hereby designates the hours of the polls are to be kept open shall be from 7:00 a.m. to 8:00 p.m.
5. The City agrees to reimburse the County for the actual costs incurred in conducting the election upon receipt of a bill stating the amount due as determined by the election official.
6. The City Council has determined that upon submittal of a Candidate's Statement to be printed in the sample ballot, that the candidate is responsible for the total cost for that printing as determined by the Humboldt County Election's Department; and that all costs are due and payable upon receipt of an invoice from the Election's Department to the City of Rio Dell. The Candidate's Statement is a voluntary statement and is limited to 200 words.
7. The City Clerk is hereby authorized and directed to publish a Notice of Election at the appropriate time, no earlier than June 29, 2020 and no later than July 13, 2020.
8. Upon passage of this resolution, the City Clerk is hereby directed to send a certified copy to the County Board of Supervisors and Humboldt County Elections/Registrar of Voters.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of June 2020 by the following vote:

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

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Debra Garnes, Mayor

**ATTEST:**


I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1454-2020 adopted by the City Council of the City of Rio Dell on June 16, 2020.

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Karen Dunham, CMC  
City Clerk, City of Rio Dell



675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
(707) 764-5480 (fax)

DATE: June 16, 2020  
TO: Mayor and Members of the City Council  
FROM: Cheryl Dillingham, Interim Finance Director   
THROUGH: Kyle Knopp, City Manager  
SUBJECT: Resolution No. 1456-2020 Adopting the 2020-2021 GANN Appropriations Limit

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Adopt Resolution 1456-2020 adopting the Gann Appropriation Limit for the 2020-2021 fiscal year.

BACKGROUND AND DISCUSSION

Voters approved Proposition 4, also known as the Gann Initiative, in November of 1979 adding Article XIII B to the California Constitution. The Gann Initiative placed limits on the growth of expenditures for publicly funded programs. Div. 9 of Title 1, Sec. 7900 of the Government Code was then added to laws to establish the process for calculating state and local government appropriations limits and appropriations subject to limitation under Article XIII B of the California Constitution. These constitutional and statutory sections explain and define the appropriations limit and appropriations subject to limitation as they apply to state and local government and require that each entity of government formally adopt its appropriations limit for a given fiscal year.

The Gann Appropriations Limit for the City of Rio Dell is:

2020-2021 Gann Appropriations Limit:	\$ 1,349,505
<u>City of Rio Dell's Gann Calculation Amount:</u>	<u>1,086,510</u>
Amount Under Limit:	\$ 262,995

A jurisdiction may not exceed the appropriations limit unless the Governor declares an emergency or by majority approval by the voters of a jurisdiction. The override may not exceed four years.

ATTACHMENTS

GANN Appropriations Calculation  
Resolution 1456-2020 GANN Limit

**GANN Appropriations Limit Calculation  
FY 2020-21**

*Prior Years Appropriations Limit* \$ 1,307,385

*Adjustment Factors for the current year*

<i>2020-2021 Inflation*</i>		1.0373
<i>2020-2021 Population Change*</i>	x	0.9951
<i>Total Adjustment</i>		1.0322

*2020-2021 Appropriations Limit* \$ 1,349,505

\* Provided by Demographic Research Unit, Department of Finance, State of California  
Data and appropriations limit calculation from California Department of Finance

**City of Rio Dell Appropriation Limit  
Applied to FY 2020-21 Budget**

**FY 2020-21 Appropriations Limit \$ 1,349,505**

**Proceeds of Taxes**

Property Taxes	\$	124,110
In Lieu VLF		400,000
Sales & Use Taxes		434,400
Transient Occupancy Taxes		5,000
Transfer Taxes		8,000
Business License Taxes		5,000
Cannabis Tax		110,000
<b>Total Proceeds of Taxes</b>	<b>\$</b>	<b>1,086,510</b>

**Amount Under Appropriations Limit \$ 262,995**



**RESOLUTION NO. 1456-2020  
A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF RIO DELL  
ADOPTING GANN APPROPRIATIONS LIMIT  
FOR THE FISCAL YEAR 2020-21**

**WHEREAS**, the voters of the State of California in November 1979 approved Proposition 4, commonly known as the Gann Initiative; and

**WHEREAS**, the Proposition created Article XIII B of the California State Constitution placing limits on the amount of revenue which can be spent by all entities of the government within the State; and

**WHEREAS**, these limits require a municipality to determine an appropriations limit each year in accordance with a formula set forth by state law; and

**NOW, THEREFORE BE IT RESOLVED**, the City Council of the City of Rio Dell hereby adopts the Gann Appropriations limit of \$1,349,505 for fiscal year 2020-21.

**I HEREBY CERTIFY** that the foregoing Resolution was duly introduced, passed and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the 16<sup>th</sup> day of June by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

\_\_\_\_\_  
Debra Ganes, Mayor

ATTEST:

\_\_\_\_\_  
Karen Dunham, City Clerk





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

June 16, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Authorize the City Manager and Chief of Police to Sign a Memorandum of Understanding with the City of Fortuna for Dispatch Services.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager and Chief of Police to sign the MOU.

BACKGROUND AND DISCUSSION

The City of Rio Dell has a long-standing agreement with the City of Fortuna for police dispatch services. Current annual cost to the City of Rio Dell for this service is \$47,300. The City of Fortuna proposes to raise this amount to \$48,364 annually or an increase of approximately 2 percent. The increase is due to server capitalization costs. The Chief of Police and City Attorney have reviewed the contract.

No other alternative is recommended at this time. An alternate service provider could be the Sheriff's Office or encouraging a countywide regional dispatch service in order to defray long term cost increases.

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# MEMORANDUM OF UNDERSTANDING

## CITY OF FORTUNA, FORTUNA POLICE DEPARTMENT AND CITY OF RIO DELL, RIO DELL POLICE DEPARTMENT POLICE DISPATCH CONTRACT (Effective July 1, 2020)

### I. PURPOSE

This Memorandum of Understanding (MOU) is entered into by the City of Fortuna and the City of Rio Dell for the purpose of the Fortuna Police Department providing police dispatch and shared integrated public safety software / related server services to the Rio Dell Police Department.

### II. TERM

- A. This MOU shall take effect on July 1, 2020 and it shall remain in full force and effect until cancelled by either Fortuna or Rio Dell per the terms of the MOU.
- B. For the sum of \$4030.33 per month (\$48,363.96 annually) the City of Fortuna agrees to provide police dispatch and shared integrated public safety software / related server services to the City of Rio Dell. The City of Rio Dell shall be responsible for all cost related to their use/access to the shared integrated public safety software (SunRidge Systems) and related server services.
- C. The SunRidge System server requires replacement approximately every (5) five years at a cost of \$15,000.00. The City of Rio Dell will be responsible for twenty percent of the cost of replacement. This charge will be capitalized at a rate of \$53.34 per month to achieve the twenty percent cost of said replacement. The amount of the capitalization is reflected in the monthly rate as detailed in provision B section II of this MOU.
- D. This is a month to month contract and each party reserves the right to terminate this agreement on ninety (90) days written notice for any reason at any time.
- E. Payment shall be made by the City of Rio Dell to the City of Fortuna on receipt of an invoice. Payment shall be payable to the City of Fortuna and forwarded to the City of Fortuna Finance Director, 621 11th Street, Fortuna, CA 95540.
- F. The amount may be renegotiated each fiscal year in consideration of actual costs incurred to the City of Fortuna for providing Dispatch Services and shared integrated public safety software / related server services. Changes to the monthly fee will be acknowledged in writing and become part of this MOU.

### III. DISPATCH SERVICES (Method of implementation/execution)

- A. The Rio Dell Police Department will be responsible for all costs associated with the proper installation and maintenance of all radio equipment associated with their sharing of Fortuna Police Department frequency, as well as their own independent frequency(s). This includes, but is not limited to installation and maintenance of a radio repeater, if necessary, and any appropriate equipment at the Fortuna Police Department and the Fortuna Police Department radio console. All radio equipment must be compatible with the Fortuna Police Department's existing radio equipment and must be satisfactory to the Fortuna Police Department.

- B. The Rio Dell Police Department will maintain and monitor phone lines for normal business calls at the Rio Dell Police Department on a 24 hour a day basis. The Rio Dell Police Department shall maintain a telephone system which is capable of automatically transferring callers on their business line, after a certain amount of rings, to the Fortuna Police Department during times when Rio Dell Police Department personnel are not in the police station. The Rio Dell Police Department will be responsible for any costs associated with the maintenance of the line.
- C. Fortuna Police Dispatch will answer the Rio Dell Police Department business line, "Rio Dell Police." Depending on the nature of the call, the dispatcher will immediately notify the on-duty Rio Dell Officer of the call or take a message for follow-up later by a Rio Dell officer. It should be noted that if there is ever any doubt as to whether a Rio Dell officer should be notified or not, dispatch will error on the side of safety and notify the officer. In the event that Fortuna dispatch is unable to reach the on-duty on/call Rio Dell officer for a call for service, the dispatcher will then immediately notify the Humboldt County Sheriff's Office (for criminal) or the California Highway Patrol (for traffic) responses. It shall be the Rio Dell Police Departments responsibility to maintain additional MOU's with these agencies as needed. The Fortuna Police Department may also assist with response at the sole discretion of the Fortuna Police Department's on-duty watch commander.
- D. The City of Rio Dell's 9-1-1 lines will be rerouted to the Public Safety Answering Point (PSAP) at the Fortuna Police Department. The City of Rio Dell will be responsible for any costs associated with the installation and maintenance of their 9-1-1 lines.
- E. The Rio Dell Police Department will maintain and keep current at the Fortuna Dispatch Center a Procedural Manual (binder) which will include at a minimum, the following:
1. Current list of Rio Dell Police personnel; their names, addresses, and telephone numbers.
  2. Appropriate call signs for officers/personnel.
  3. Any alarm information.
  4. A list of persons responsible for call-outs for businesses within the City of Rio Dell.
  5. Pertinent City Ordinances.
  6. Any special procedural guidelines.
  7. Current City map with boundaries/addresses clearly defined.
  8. Current watch schedules.
- F. The Rio Dell Police Chief or his designate will always be available to Fortuna dispatch by either Radio or, telephone. Officer and Community safety standards dictate that Fortuna dispatch always be able to immediately reach the on-duty officer either by telephone or radio. As such, both vehicle radios and officer portable radios will be properly maintained and have the ability to reach Fortuna dispatch.
1. Rio Dell officers will maintain proper radio procedures and discipline as established by the Fortuna Police Department.
  2. On-duty Rio Dell officers will make every effort to keep Fortuna dispatch advised of their status/activities at all times.
- G. Personnel of the Rio Dell Police Department will be dispatched utilizing the Sun Ridge Systems RIMS CAD system. A CAD entry will be initiated for all Rio Dell Police officers on-duty. Fortuna Police will maintain records of Rio Dell's calls for service.

- H. Fortuna Police dispatchers will run all necessary teletypes needed for Rio Dell officers in the performance of their duties. Teletype messages that Rio Dell Police officers need to send should be given (in writing) to Fortuna dispatch. Fortuna dispatch in turn will enter the teletype to be sent. Note: It is the responsibility of the Rio Dell Police Department to ensure that their personnel, who are gaining access to the teletype generated material, receive the required/mandated NCIC Training.
- I. In-coming teletypes directed to Rio Dell Police will immediately be forwarded to the on-duty Rio Dell officer. In the event there is not officer on-duty the teletype will be evaluated and depending on the nature will either be held or the on-call officer will immediately be notified immediately.
- J. No teletype entries will be made for the Rio Dell Police Department for missing person, stolen vehicles, stolen property, or stolen weapons, sex registrants, or arson registrants until the Fortuna Police Department Dispatch Center has received a hard copy of the entry form and report from the Rio Dell Police Department. The hard copy will either be delivered in person, sent via fax or provided through the Sun Ridge Software (with notification as needed). Copies of all supplemental reports, clearances, or cancellations regarding teletype entries shall be immediately forwarded to the Fortuna Police Department Dispatch Center for updating. Confirmations of computer entries, updates, and locates for the above listed systems will be provided to the Rio Dell Police Department for entry into their reports. The City Rio Dell will pay a fee of \$2.00 per case to the Fortuna Police Department for every case that must be audited per California Department of Justice criteria.
- K. The Rio Dell Police Chief or his designate will meet quarterly with the Fortuna Police Chief or his designate to discuss dispatch arrangements and status.
- L. The City of Rio Dell agrees to maintain its Repeater System at Rio Dell's expense and to allow Fortuna to utilize the Rio Dell Repeater.

#### **IV. SHARED INTEGRATED PUBLIC SAFETY SOFTWARE / RELATED SERVER SERVICES**

- A. The Fortuna Police Department will provide all storage infrastructure, including the maintenance and lifecycle replacement of the hardware in house and used to deliver the Sun Ridge RMS Services.
- B. The Fortuna Police Department will provide all storage backup infrastructure, where applicable, including the maintenance and lifecycle replacement costs of the backup software and hardware. In the event of a system failure which includes a backup failure, the Fortuna Police Department agrees to use reasonable means/expenses to recover lost data.
- C. The Fortuna Police Department will monitor infrastructure for system availability.
- D. The Fortuna Police Department will perform system upgrades as deemed necessary by the departments' system administrators and/or City of Fortuna IT provider.
- E. The Fortuna Police Department will designate departmental administrators to ensure that only authorized personnel can modify permissions.
- F. The Fortuna Police Department will monitor permissions to ensure that only authorized individuals have access to restricted areas of the Sun Ridge Systems Software.

- G. Rio Dell Police Department is responsible for compliance with all CJIS Technology Security Policies. This includes both hardware and software updates for devices housed outside of the City of Fortuna.
- H. Rio Dell Police Department is responsible for providing the Fortuna Police Department's System Administrator with up-to-date contact information of technical contacts within the department, including name, email address and phone number. If contact information changes, the Rio Dell Police Department is responsible for notifying Fortuna Police Department's System Administrator of the change.
- I. Although The Fortuna Police Department will assist when possible, the Rio Dell Police Department is responsible for application troubleshooting and will maintain a service/maintenance agreement with Sun Ridge Systems during the term of this agreement. The Rio Dell Police Department will be responsible for all cost associated with such agreements.
- J. The Fortuna Police Department will provide assistance to address issues involving the accessibility of the data residing on Fortuna Police Departments Servers. The resolution of application issues not related to the accessibility of the data residing on Fortuna Police Departments Servers will be the sole responsibility of the Rio Dell Police Department
- K. In the events to a cancellation of this MOU by either party, the Rio Dell Police Department will be responsible for the cost associated with the capture of their data from the Fortuna Police Departments Servers.
- L. In the event the Rio Dell Police Department requires the assistance of the departments system administrators for services outside the scope of this agreement, the City of Rio Dell shall be responsible for associated wages for such administrator.

## **V. COMPLAINTS**

- A. In the event that the Rio Dell Police Department has a complaint as it relates to dispatch services, or this memorandum of understanding the following procedures shall be used:
- B. If the complaint is of an emergency nature (should be acted upon immediately) the Rio Dell Police Chief or his designate will immediately contact the on-duty Fortuna Police Watch Commander and relay the complaint.
- C. If the complaint is of a non-emergency nature then the complaint will be forwarded to the Fortuna Police Chief or his designate within 24 hours.
- D. The complaint will be investigated by the Fortuna Police Department and a response will be forwarded to the Rio Dell Police Chief within 30 days of receiving the complaint.

## **VI. SUPERVISION**

- A. This contractual agreement (Memorandum of Understanding) is limited in scope to dispatch and Records Management Server services only. Fortuna Police supervisors and/or officers shall not be called upon to answer police procedural/legal questions that may arise. These questions/issues should be handled by Rio Dell Police supervisors.

## **VII. INDEMNIFICATION**



City of Rio Dell  
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9003	5/05/2020	[6038] ACCURATE TERMITE & PEST SOLUTIONS	RODENT CONTROL @ 475 HILLTOP DR	170.00
9004	5/05/2020	[2218] AMERICAN WATER WORKS ASSN	ANNUAL MEMBERSHIP DUES 7/1/20-6/30/21	445.00
9005	5/05/2020	[2225] AQUA SIERRA CONTROLS, INC	DATA FLOW SERVICE REPAIR	364.00
9006	5/05/2020	[3975] AT&T - 5709	FAX LINE EXPENSES FOR APRIL 2020	51.15
9007	5/05/2020	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR MAY 2020	3,941.67
9008	5/05/2020	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 4/24/20	105.00
9009	5/05/2020	[5127] DELTA DENTAL	DENTAL INSURANCE FOR JUNE 2020	1,727.07
9010	5/05/2020	[2407] FORBUSCO LUMBER	15-2X6X20 PT; 75-18" METAL STAKES; 45 4X7 NAIL TIE PLATES; 10 LBS ZINC FASTENERS	786.70
9011	5/05/2020	[2405] FORTUNA ACE HARDWARE	3 EA CARTON SEAL TAPE; 2 PK SHARPIE MARKER; BRASS KEY & SLIDELOCK KEYSRING, FOUR BRASS KEYS, SCOOP & SPADE 2 PC SET; CONTRACTOR TRASH BAGS	125.28
9012	5/05/2020	[5052] GHD, INC	STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT, ENGINEERING SERVICES FOR DEVELOPMENT REVIEWS; DRAINAGE SITE VISITS; TAC MEETINGS & TRANS PLANNING	10,983.30
9013	5/05/2020	[4451] HARBOR FREIGHT TOOLS	BLASTER PENETRANT; UTILITY BLADES W/DISPENSER; 2 PC FLAT PRY BAR SET; 3 PC HEX DRILL SOCKET SET; ROPES; TAPE MEASURES; GOO GONE; HD VOLT CIRCUIT TESTER; AVIATION SNIPS; RATCHETS; HAMMERS; LEVEL; TAMPER 8X8; HEAT GUN; OTHER MISC TOOLS	379.80
9014	5/05/2020	[2452] HORIZON BUSINESS PRODUCTS	USB FLASH DRIVES	51.20
9015	5/05/2020	[6757] MANZI, ARLENE	CUSTOMER DEPOSIT REFUND	170.02
9016	5/05/2020	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR APRIL 2020	1,900.00
9017	5/05/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS	57.90
9018	5/05/2020	[2569] NORTH COAST LABORATORIES, INC.	ACID DIGESTION; ALKALINITY; ANIONS by ION CHROMATOGRAPHY; ICAP METALS	464.00
9019	5/05/2020	[6100] NORTHERN CALIFORNIA GLOVE	CARTRIDGES FOR CHEMICAL MASKS	76.25
9020	5/05/2020	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR MAY 15 THROUGH JUNE 15, 2020	1,250.00
9021	5/05/2020	[6806] PINTERMEDIA LLC	MONTHLY WEB HOSTING FEE FOR MAY	30.00
9022	5/05/2020	[4338] QUILL CORPORATION	HP BLACK TONER CARTRIDGE; DELL BLACK TONER CARTRIDGE; RUBBER BANDS	200.61
9023	5/05/2020	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR APRIL 2020	171.50
9024	5/05/2020	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR APRIL 2020	111.20
9025	5/05/2020	[3112] SIX RIVERS PORTABLE TOILETS LLC	HANDWASH UNIT RENTAL & 1 WEEK (4/5/2020-5/2/2020) CLEANING SERVICE: WILDWOOD AVE & ELKO ST, HANDWASH UNIT RENTAL & 1 WEEK (4/10/20-5/2/2020) CLEANING SERVICE: 220 WILDWOOD AVE	174.63
9026	5/05/2020	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 4/24/20	6,233.02
9027	5/05/2020	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR MAY 2020	534.58
9028	5/05/2020	[2772] WENDT CONSTRUCTION, INC	12.15 TONS CRUSHED ROCK DELIVERED	291.60
9029	5/12/2020	[0576] 101 AUTO PARTS	TWO SUPER HC IND V-BELTS, RATCHET WRENCH, RATCHET WRENCH, THREADED ROD, THREADED ROD RETURN	220.17
9030	5/12/2020	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR APRIL 2020	591.58
9031	5/12/2020	[2340] DEPARTMENT OF JUSTICE ACCOUNTING	FINGERPRINT APPS; CHILD ABUSE INDEX CK; PEACE OFFICER-BILLED	66.00

City of Rio Dell  
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9032	5/12/2020	[2405] FORTUNA ACE HARDWARE	TWO GAL DISTILLED WATER; DELUXE ALUM TOOL SET; HOOK CLEVIS GRAB; CHAIN CABLE	86.66
9033	5/12/2020	[5052] GHD, INC	ENGINEERING SERVICES FOR DEVELOPMENT OF A SANITARY SEWER EVALUATION STUDY	9,348.75
9034	5/12/2020	[6486] GREEN TO GOLD ENTERPRISES LLC	THREE GAL HUDSON SPRAYER	39.14
9035	5/12/2020	[6930] KOFF & ASSOCIATES	COMPENSATION STUDY	2,400.00
9036	5/12/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDRER UTILITY WORKERS SHIRTS	57.10
9037	5/12/2020	[4393] NYLEX.net. Inc.	PUBLIC WORKS NETWORK REDESIGN	4,177.08
9038	5/12/2020	[6943] PACE SUPPLY CORP	SS REPAIR CLAMPS; GALV COMP COUPLINGS; DOUBLE STRAP SADDLE IMP	460.55
9039	5/12/2020	[5053] PACIFIC ECORISK	TOXICITY TESTING SERVICES	1,898.09
9040	5/12/2020	[2603] PG&E	UTILITY EXPENSES FOR APRIL 2020	15,404.12
9041	5/12/2020	[3343] PITNEY BOWES RESERVE ACCOUNT	POSTAGE PURCHASE FOR RESERVE	400.00
9042	5/12/2020	[4338] QUILL CORPORATION	BROTHER BLACK TONER CARTRIDGE; POST-IT FLAGS; PENCILS	100.88
9043	5/12/2020	[2662] RIO DELL/SCOTIA CHAMBER OF COMMERCE	REIMBURSEMENT FOR TOWN HOLIDAY DECORATIONS & EQUIPMENT RENTAL	1,771.33
9044	5/12/2020	[6587] RONAY, ROBIN	REFUND CREDIT	
9045	5/12/2020	[6940] SILVERLINE TREE SERVICE	TRIM 14 TREES AT MEMORIAL PARK	123.52
9046	5/12/2020	[6825] SUDDENLINK	INTERNET SERVICES 5/1/20-5/31/20	3,850.00
9047	5/12/2020	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR APRIL 2020, LEGAL SERVICES FOR APRIL 2020, LEGAL SERVICES FOR APRIL 2020	900.00
9048	5/12/2020	[2772] WENDT CONSTRUCTION, INC	APRIL 2020, LEGAL SERVICES FOR APRIL 2020, LEGAL SERVICES FOR APRIL 2020	3,012.50
9049	5/12/2020	[6672] WEX BANK	ROADSIDE MOWING - BLUE SLIDE & MONUMENT ROADS, MOW WWTP FIELD	1,455.00
9050	5/19/2020	[2224] AQUA BEN CORPORATION	PD FUEL EXPENSES FOR APRIL 2020, PW FUEL EXPENSES FOR APRIL 2020, PD FUEL EXPENSES FOR MAY 2020	1,559.76
9051	5/19/2020	<b>Bank of America - visa</b>	HYDROFLOC 750L 55 GAL DRUM	1,722.60
			DOLLAR GENERAL - ICE FOR SHIPPING WASTEWATER SAMPLES, DOLLAR GENERAL - CARRY TOTE; 5.5 QT SHOE BOX; FILE TRAYS; HANDY BASKET; STEP STOOL, ADOBE PRO DC MONTHLY, SUBSCRIPTION, USPS.EVERY DOOR DIRECT MAILING FOR MEASURE Z, SCRAPPER'S EDGE - POSTCARD PRINTING FOR ATP PROJECT, USPS.EVERY DOOR DIRECT MAILING FOR ATP PROJECT, DOLLAR GENERAL - ICE FOR SHIPPING WASTEWATER SAMPLES, PAPE MACHINERY - THREE MOWER BLADES, AMAZON - FOUR SAFETY GLASSES UVEXTREME PLUS ANTI-FOG COATING, SCRAPPER'S EDGE - POSTCARD PRINTING FOR MEASURE Z, AMAZON - BOSCH HEX HAMMER STEEL CHISEL & ASPHALT CUTTER, RUBBERMAID COMMERCIAL PRODUCTS - CREDIT FOR PACK OF FOUR ROUND GARBAGE CONTAINERS, AMAZON - THREE BATTERY POWERED MOTION SENSOR ALARMS, AMAZON SOLAR POWERED SECURITY CAMERA, DELL - FOUR INSPIRON PC'S, USPS.EVERY DOOR DIRECT MAILING FOR CENSUS MAILER, USPS.EVERY DOOR DIRECT MAILING FOR SPRING CLEANUP DAY, AMAZON - PICTURE PHOTO FRAMES, USPS - POSTAGE, SCRAPPER'S EDGE - BANNER SCRAPPER'S EDGE - POSTCARD PRINTING FOR CENSUS MAILER, SCRAPPER'S EDGE - POSTCARD PRINTING FOR CITY WIDE CLEAN UP, COSTCO - 9V ALKALINE BATTERIES, SAFEHANDLES - PURE HARD SURFACE ANTIBACTERIAL SPRAY, ZOOM - COMMUNICATION VIA COMPUTER/PHONE, PACK OF 12 BASIC CLOTH FACE MASKS	6,979.49



City of Rio Dell  
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9052	5/19/2020	[2301] MARK A. CLEMENTI, PH.D.	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION	734.00
9053	5/19/2020	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 5/8/20	90.00
9054	5/19/2020	[2411] DEARBORN LIFE INSURANCE COMPANY	LIFE INSURANCE FOR JUNE 2020	292.50
9055	5/19/2020	[2394] FEDEX	SHIPPING FOR WASTEWATER SAMPLES	762.09
9056	5/19/2020	[2405] FORTUNA ACE HARDWARE	WASP & HORNET KILLER; COMPRESSION COUPLERS; SUBURBAN PARK 3#; SHADE & SUN 3#; PEAT MOSS, PEAT MOSS, KEYS; JUMBO CARABINER REFILL; HEX BUSHINGS; CONNECTOR; BUSHING REDUCER	89.69
9057	5/19/2020	[6486] GREEN TO GOLD ENTERPRISES LLC	XTREME CONTRACTOR BAGS	29.34
9058	5/19/2020	[6493] SCOTT J GUY	CLOTHING ALLOWANCE REIMBURSEMENT	110.14
9059	5/19/2020	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	KPSI 750 SUBMERSIBLE LEVEL XMTTR	931.07
9060	5/19/2020	[6681] MENA-MACIAS, MARIA CRISTINA	CUSTOMER CREDIT REFUND	54.45
9061	5/19/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS	62.00
9062	5/19/2020	[6100] NORTHERN CALIFORNIA GLOVE	SIX 3M CARTRIDGE ACID/GAS MASKS; NITRILE GLOVES	457.54
9063	5/19/2020	[6870] PUBLIC AGENCY COALITION ENTERPRISE	NITRILE GLOVES; APRON HYCAR 10 OZ; SNAP ON SWEATBANDS; STERILE EYEWASH HEALTH INSURANCE FOR JUNE 2020	17,400.74
9064	5/19/2020	[2662] RIO DELL/SCOTIA CHAMBER OF COMMERCE	PURCHASE SIX US FLAGS W/NAMES OF RIO DELL FOUNDING FATHERS	300.00
9065	5/19/2020	[2319] SUDDENLINK COMMUNICATIONS	PUBLIC WORKS INTERNET & CITY HALL/PD/ PW PHONE SERVICES 5/10/20 - 6/9/20	467.32
9066	5/19/2020	[2754] US CELLULAR	MONTHLY SERVICE FOR SAFETY PHONE 5/8/20 - 6/7/20	60.09
9067	5/19/2020	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 5/8/2020	6,001.95
9068	5/19/2020	[2787] WYCKOFF'S	PVC GLUE; PVC UNION & TEE; STAINLESS HOSE BIBB	20.69
9069	5/26/2020	[2102] JOHN D BEAUCHAINE	FUEL REIMBURSEMENT	46.11
9070	5/26/2020	[6949] CALIFORNIA BOILER INC	BOILER MAINTENANCE & TROUBLE SHOOTING	5,471.00
9071	5/26/2020	[2405] FORTUNA ACE HARDWARE	EIGHT EACH LID 5 GAL PAIL, TUBULAR HANGER 8PK; THREE GAL WHITE VINEGAR; LARGE MAGNETIC KEY CASE; BRASS KEY	62.99
9072	5/26/2020	[2437] HACH	aa REAGENT SET, CHLORINE FREE CL17	231.67
9073	5/26/2020	[4099] HARPER MOTORS	COMPLETE LUBE, OIL & FILTER CHANGE; CHECK SEAT BELTS	119.85
9074	5/26/2020	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	TREATMENT PLANT LOG BOOK; AMMONIA STANDARD; pH TEST STRIPS; pH BUFFER PACK; HACH NITRATE TNT+ LR 25/PK; TNT+ AMMONIA TESTS-ULR 25 PK	300.85
9075	5/26/2020	[2447] HILFIKER PIPE CO.	SEVEN GRADE RING-MANHOLE RISERS	96.84
9076	5/26/2020	[2474] HUMMEL TIRE & WHEEL, INC	BLACK EAGLE TUBE INSTALLED IN MOWER TIRE	22.24
9077	5/26/2020	[2501] KEENAN SUPPLY	THREE CHRISTY G05CT SEWER CI LID	83.36
9078	5/26/2020	[3006] MISSION LINEN SUPPLY, INC	ANTIBACTERIAL FOAM SOAP, MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS	93.52
9079	5/26/2020	[2619] PITNEY BOWES, INC.	THREE RED INK CARTRIDGES	277.28
9080	5/26/2020	[6814] RUSTY BROWN	FORKLIFT TRAINING & CERTIFICATION; RESPIRATOR FIT TEST; SAFETY CONSULTING ON SAFETY QUESTIONS/ISSUES	250.00
9081	5/26/2020	[2690] SHERWIN -WILLIAMS CO.	MAGNUM PRO19 CART	790.97
9082	5/26/2020	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR JUNE 2020	302.31

City of Rio Dell  
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9083	5/26/2020	[2779] WILDWOOD SAW	TWO STIHL FS131R TRIMMERS; ONE STIHL FS111R LOOP HANDLE TRIMMER; FIVE AUTO CUT 25; DIAMOND EDGE TRIMMER LINE; FIVE STIHL 6 PK OIL MIX	1,440.85
9084	5/29/2020	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING MONTH OF MAY 2020	362.52
<b>Total Checks/Deposits</b>				<b>125,235.77</b>

Ref#	Date	Vendor	Description	Amount
915-552	5/04/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 04/24/2020	-1,904.73
4342837	5/04/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 04/24/2020	-11,327.74
652793	5/14/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR APRIL 2020	-443.42
950-368	5/18/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 05/08/2020	-2,160.29
9424210	5/18/2020	WITHDRAWALS	BANK ANALYSIS FEE FOR MAY 2020	-253.15
3074037	5/18/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 05/08/2020	-12,314.60
<b>Total EFT's/Bank Withdrawals</b>				<b>-28,403.93</b>

Ref#	Date	Vendor	Description	Amount
TRX TO PR	5/13/2020	TRANSFER FROM CHECK TP PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 5/08/2020	-31,929.65
TRX TO PR	5/26/2020	TRANSFER FROM CHECK TP PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 5/22/2020	-31,636.98
<b>Total Transfer Between Accounts</b>				<b>-63,566.63</b>



## **Staff Update – 2020-06-16**

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### **City Council**

### **City Manager**

Work with contractor on 2020 Asphalt Maintenance Paving Project

Replacement of ADA bump stops on Wildwood and Monument

Attended Virtual SCORE meeting

Volunteer Corp coordination

### **City Clerk**

Processed six (6) Building Permits

345 Dixie St. – New Windows and Siding

600 Dinsmore Ranch Road – 6 New Antennas/6 Remote Radio Units (cell tower)

888 Rigby Ave. – Re-Roof Residence

1125 Northwestern Ave. – Electric Service Panel Upgrade

408 First Ave. – Re-Roof Residence

1260 Riverside Dr. – Sewer Lateral

Processed two (2) Business License Applications

Christian & Sons Construction – Non-Resident Contractor

Collins Electrical Co., Inc. – Non-Resident Contractor

Misc.

Created Election Calendar and working on other election related materials for November 3, 2020 City Council election.

Submitted Monthly CHF/CIRB Building Permit Report

### **City Attorney**

### **Human Resources, Risk & Training**

### **Finance Department**

### **Public Works Water**



Backwash Infiltration Gallery

Seasonal Maintenance on Filter System

General Maintenance and calibrations on analyzers and chemical feed pumps.

Monthly water reporting to State

Water Rights Annual Diversion and Use Reporting to State

Currently working on Water Annual Report

Preparations for Water Facility Annual Inspections. (ON Tuesday June 15<sup>th</sup> @ 1:00pm)

Working on Installation of Water Filter Level Controllers

General Storage tank Site maintenance

General Corp Yard Water facility Maintenance

### **Public Works Wastewater**

- SSES: Working with GHD and WW Staff, mapping out the collection system and making updates for the GIS.
- SSES: working on request Memo to the State water board for Chloramine Disinfection testing as a viable treatment method for compliance.
- Training OIT's at plant and in the collection system. Sewer jetting, Traffic safety and Basic plant operations.
- Updated TRE work plan with Pacific Eco-Risk.
- Met with Insurance adjustor about Sewer backup 1241 EEloa for Sewer back on May18, 2020.
- Spring cleaning around the plant. Weed eating, Painting, Cleaning influent wet well and general maintenance.
- Started Effluent Discharge to the Irrigation Fields.
- Irrigation Field maintenance First hay cutting is in process.
- Working on Respiratory Protection Program for operation Staff.
- Took 2 loads of Hazardous Waste to Humboldt Waste Management Authority
- Semi-annual Effluent and monitoring wells testing.
- Discussing Chronic Testing and the Eel river Basin plan with Pacific Eco-risk and Melissa Throme the Environmental attorney.

### **Public Works Streets, Buildings and Grounds**

Mowed Edwards Ave, projects in yard

Worked with waste water cleaning sewer lines



Mowed and weedeated Davis Park, City hall, memorial park, Bluestar park, painted over graffiti on painter overpass and on Edwards Ave.

Mowed gateway north and south.

Worked with wastewater to jet sewer line on Eeloa, cleaned shop worked, in yard.

**Public Works City Engineer**

**Public Works Capital Projects**

**Police Department**

The Department had the following statistics for the period of May 27, 2020 to June 9, 2020. This period of time saw a significantly higher than average number of calls for service, an above average number of reports, and a significantly higher than average number of arrests compared to last year. The increase in calls for service, reports and arrests during the shelter in place order suggests that a portion of the community is no longer abiding by the order and may be taking advantage of the jail not being able to accept prisoners for most crimes. The summation of Calls for Service may greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Conner	42	2	1
Beauchaine	17	2	2
Landry	64	14	8
Mitchell	61	5	3
Fielder	71	2	0
Totals	224	25	16
Averages	16 per day	12.5 per week	8.0 per week
2019 Yearly Average	6.4 per day	10.3 per week	4.6 per week

**Calls or Service at 355 Center Street**

Type	Date	Time	Location	Primary Officer	Case #
FU	05/29/2020	22:05:28	355 CENTER ST	CL613	
FU	05/30/2020	16:22:43	355 CENTER ST	R002	
CITIZEN	05/31/2020	15:42:27	355 CENTER ST	R007	
FU	06/01/2020	11:50:18	355 CENTER ST	R007	
FU	06/03/2020	18:38:46	355 CENTER ST	CL613	
FU	06/03/2020	19:42:04	355 CENTER ST	CL613	
FU	06/03/2020	23:16:03	355 CENTER ST	CL613	
VI	06/03/2020	23:19:10	355 CENTER ST	CL613	
FU	06/04/2020	19:37:23	355 CENTER ST	CL613	



UNK	06/05/2020	08:02:10	355 CENTER ST	6R9CF
FU	06/05/2020	17:50:53	355 CENTER ST	CL613
VI	06/07/2020	02:16:52	355 CENTER ST	LM614

FU – Follow up or uncharacterized contact

VI – Parked vehicle investigation

Citizen – Citizen requesting contact

Unk – Unknown issue

CL613 – Officer Crystal Landry

R002 – Sergeant John Beauchaine

R007 – Chief Jeff Conner

LM614 – Officer Logan Mitchell

6R9CF – Officer Charlie Fielder

During the period May 27, 2020, to June 9, 2020, there were five calls for service related to animal control issues. Two dogs and two cats were transported to Miranda's Rescue.

On May 27, Officer Fielder spoke with a man who had two kayaks stolen in Eureka. He noticed that a man who claimed to live in Rio Dell was trying to sell two kayaks that appeared to be identical to the ones stolen from him. He requested our assistance when he made contact, should these in fact be his kayaks. Unfortunately, the man was unable to speak with the seller. However, Officer Landry located the seller, conducted a probation search, and arrested him for possession of heroin. As part of writing the man a citation, she asked his address and the man provided. The following day, Sergeant Beauchaine, Officer Landry and Officer Mitchell all conducted a probation search at this location. They did not contact the kayak seller, but did locate one of the stolen kayaks. It was seized as stolen property and eventually returned to the rightful owner.

On June 1, 2020, two twelve-year-olds reported that a fourteen-year-old girl had gotten into a car with an unknown adult, despite their efforts to stop her. The adult also allegedly tried to force one of the twelve-year-olds into the car, but she claimed that she was able to escape with the assistance of her friend. Officers Landry and Fielder worked to try and locate the missing girl including broadcasting a description of the adult and his vehicle to the local law enforcement agencies. The step-mother of the girl posted on Facebook that she had been kidnapped and this brought the attention of the media. On June 2, 2020, the Department released a statement to the press. Shortly thereafter, Sergeant Beauchaine located the missing girl at a friend's house in Scotia. Additional investigation indicated that there had never been an adult or a vehicle involved and that this was an elaborate plot so that the fourteen-year-old could run away from home.

On June 9, 2020, Officer Landry responded to a report of two men who had been fighting, but were now separated. When she arrived she learned that the fight was the result of a love triangle with the two men and a woman. The husband had come to his wife's boyfriend's house to talk to her. He may or may not have had a knife in his hand. The two men got into a fight. While they were wrestling on the ground, the boyfriend bit the husband on the underside of his chin, removing a portion of his flesh. This ended the fight. The boyfriend was cited for assault and battery.

#### Code Enforcement



During the period of May 27, 2020 through June 9, 2020, the Department opened five new junk vehicle cases. Three of these vehicles are parked at a property on Berkeley that is the subject of a Notice of Nuisance and Order to Abate. During the same time period, the Department closed one case. This vehicle was moved from public property onto private property. As the vehicle does not appear to have any value, we will try and contact the property owner and see if he/she would like the vehicle disposed of at no cost. There were eleven open cases at the end of the time period that this report covers.

During the period of May 27, 2020, to June 9, 2020, the Department opened two new code enforcement cases. Both cases were for work done without permits. One of the property owners has since come in and obtained the necessary permit. There were 58 open cases at the end of this reporting period.

### **Community Development Department**

Solar Reinspection and Final 551 Pacific Avenue.

Furnace Inspection 215 Orchard Street.

Roof Inspections 114 Meadowbridge Avenue.

Electrical Panel Inspection 103 ½ Sequoia Avenue.

Prepare Staff Report, Ordinance and Letter of Acknowledgement for Ag Exempt buildings.  
Furnace Inspection 366 Dixie Street.

Roof Inspections 888 Rigby Avenue.

Attend CDBG Webinar.

Work on Staff Report for Marathon 102 Cannabis permit.

Meeting with applicant and Engineer for Humboldt Highgrade project.

Meet with Marcella May (HCOAG) regarding Caltrans recommendations.

Various correspondence with consultant's for Rio Dell Holdings, Marathon 102 and Rio's Diamond Farms.

Water Heater Inspection 289 Berkeley Street. Corrections required.

Electric Panel Inspection Adams fourplex.

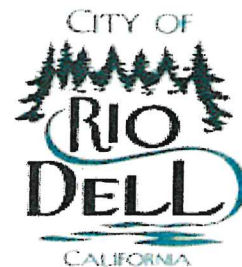
Woodstove insert Inspection 1256 Riverside Drive. Corrections required.

### **Intergovernmental**



**Humboldt-Rio Dell Business Park**





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

June 16, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Authorization for the Mayor to Sign a Letter Related to the River Bluff Cottages

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the Mayor to sign or provide alternate direction.

BACKGROUND AND DISCUSSION

At the Council's direction during its meeting on June 2, 2020, staff is returning with a letter to Chris Dart of the Danco Group related to concerns about River Bluff Cottages.

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



June 16, 2020

Chris Dart  
The Danco Group  
5251 Ericson Way  
Arcata, CA 95521

**Re: Public Safety Concerns at River Bluff Cottages**

Dear Mr. Dart

This letter is written to express concerns voiced by the City Council and members of the community related to your facility, River Bluff Cottages. As you know, River Bluff Cottages is located in a residential neighborhood of our City and is a public-private partnership between DANCO and the County of Humboldt to provide Permanent Supportive Housing. Under state law, the city's traditional land use authority was curtailed and you were able to site the facility and determine its use by right.

Many concerns were expressed to you directly during several public meetings that you did attend in order to answer the public's questions about the project. Amongst the many concerns expressed related to on-site security, impact on local law enforcement and the general management of the property. During an August 16, 2018 meeting of the Rio Dell City Council, which you attended and spoke, you addressed those concerns by stating that there would be an onsite manager from 8:00am to 5:00pm and 24-hour security on site.

It is our understanding that since the ribbon-cutting of this project in February of 2020 that on-site management may have been released from your employment and it is not clear if it has returned. Additionally, neighborhood residents report the complete lack of any on-site security. We believe both security and consistent management to be essential services and that the COVID-19 emergency is not an

adequate explanation for this discrepancy between what you said on August 16, 2018 and the reality at the complex shortly after the ribbon cutting ceremony.

We have attached to this letter a list of call-outs for services to River Bluff Cottages from the Rio Dell Police Department. As you can see, public safety call-outs for your facility are on the rise. We do not find this acceptable.

We request you to respond to the City Council about both the property management issues at the River Bluff Cottages and also the apparent lack of 24-hour on-site security. We also request you submit a plan to lower the number of law enforcement calls for service at this facility.

Sincerely,

Debra Garnes  
Mayor  
City of Rio Dell

CC: Connie Beck, Director of the Department of Health and Human Services  
Estelle Fennell, BOS

ATT: Calls for Service: Rio Dell Police Department

## Calls for Service - River Bluff Cottages Feb. 2020 Through May 2020

A Permanent Supportive Housing Project - Partnership between the Copunty of Humboldt and DANCO Group

Type	Date	Time	Location	Primary Unit	Case #
FOOT	02/09/2020	09:41:10	355 CENTER ST	6A1	
FOOT	03/06/2020	21:23:37	355 CENTER ST	R617	
FOOT	03/06/2020	23:38:35	355 CENTER ST	R617	
415M	03/07/2020	14:00:13	355 CENTER ST	6A1	
THREAT	03/15/2020	11:02:08	355 CENTER ST	6A1	
FU	03/23/2020	18:15:18	355 CENTER ST	R614	
415N	03/25/2020	10:48:28	355 CENTER ST	6S1	
415	03/31/2020	12:24:24	355 CENTER ST	6R9	
UNW	03/31/2020	15:54:20	355 CENTER ST	R613	
FU	04/01/2020	08:47:22	355 CENTER ST	6S1	
415	04/02/2020	07:28:42	355 CENTER ST	6S1	
415	04/05/2020	11:25:56	355 CENTER ST	6A1	
HAILED	04/11/2020	22:32:32	355 CENTER ST	R614	
WELFARE	04/18/2020	11:19:37	355 CENTER ST	6S1	
242	04/18/2020	18:15:01	355 CENTER ST	R613	20-0000145
OUTAMB	04/22/2020	00:06:59	355 CENTER ST	R613	
FU	04/22/2020	16:30:52	355 CENTER ST	6A1	
VI	04/22/2020	23:42:20	355 CENTER ST	R613	
OUTAMB	04/24/2020	01:53:28	355 CENTER ST	R613	
415	04/29/2020	21:29:58	355 CENTER ST	R613	20-0000164
FU	04/30/2020	15:35:29	355 CENTER ST	6S1	
FU	04/30/2020	15:57:56	355 CENTER ST	6S1	
594	05/01/2020	22:00:46	355 CENTER ST	6A1	
UNW	05/04/2020	09:37:03	355 CENTER ST	6A1	
FU	05/05/2020	17:19:59	355 CENTER ST	R613	
415	05/05/2020	22:08:27	355 CENTER ST	R613	
415	05/06/2020	01:55:06	355 CENTER ST	R613	20-0000173
415MW	05/06/2020	22:52:35	355 CENTER ST	R613	
UNW	05/07/2020	14:01:00	355 CENTER ST	6S1	
10851R	05/10/2020	22:21:19	355 CENTER ST	R614	20-0000185
FU	05/12/2020	22:30:03	355 CENTER ST	R613	
SUSP	05/13/2020	02:56:14	355 CENTER ST	R613	
FU	05/13/2020	16:13:49	355 CENTER ST	R613	
488R	05/13/2020	20:31:55	355 CENTER ST	R613	20-0000192
WELFARE	05/14/2020	17:22:50	355 CENTER ST	R613	
VI	05/16/2020	00:20:24	355 CENTER ST	R613	
SUSP	05/16/2020	09:32:01	355 CENTER ST	6S1	
FU	05/16/2020	14:51:12	355 CENTER ST	R613	
FU	05/18/2020	14:23:55	355 CENTER ST	6A1	
415M	05/18/2020	16:41:07	355 CENTER ST	6A1	
CUSTODY	05/19/2020	12:36:04	355 CENTER ST	6A1	
FOOT	05/21/2020	20:49:36	355 CENTER ST	R613	
415	05/22/2020	22:53:33	355 CENTER ST	R614	
FU	05/23/2020	18:55:17	355 CENTER ST	R614	
415	05/23/2020	23:22:45	355 CENTER ST	R614	
415M	05/25/2020	11:36:21	355 CENTER ST	6A1	

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6A1	Conner
651	Beauchaine
R617	Valk
R613	Landry
R614	Mitchell
6R9	Fielder
Foot	Foot Patrol - no crime reported
415M	Lound Music
Threat	Threats
FU	Followup on an existing case
415N	Noise complaint
415	General disturbance
Hailed	Flagged down by a citizen
Welfare	Welfare check
242	Assault
Outamb	Medical assist
594	Vandalism
UNW	Unwanted person
415MW	Verbal fight, man - woman
10851R	Stolen vehicle recovery
Susp	Suspicious circumstances
488R	Theft report
VI	Vehicle investigation - parked
Custody	Child custody dispute

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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532  
(707) 764-5480 (fax)



June 16, 2020

TO: Mayor and Members of the City Council  
THROUGH: Kyle Knopp, City Manager  
FROM: Cheryl Dillingham, Interim Finance Director  
SUBJECT: Adoption of Fiscal Year 2020-21 City Budget

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IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve resolution 1453-2020 adopting the Fiscal Year (FY) 2020-21 Operating and Capital Budget and Position Allocation Table; and
2. Approve resolution 1455-2020 amending and adopting the City Master Salary Table.

BACKGROUND AND DISCUSSION:

On May 12, 2020 a budget workshop was held for Council to review the budget and provide direction to staff. The Council received a presentation of the recommended budget on May 19<sup>th</sup> and on June 2<sup>nd</sup> Council reviewed additional staffing options and requested modifications to the recommended budget. Tonight's agenda item presents the revised recommended FY 2020-21 budget for adoption.

Since the Council last saw this budget the following changes have been made:

- Per Council direction \$63,322 has been added to the Police Department to fund a new Community Service Officer position for ten months with a net impact to the General Fund of \$59,242 (\$63,322 less \$4,080).
- The appropriations in the SLESF Fund have been increased by \$4,080 and the estimated beginning balance has been increased by \$15,673 based on actual revenue received.
- \$15,000 has been added to the General Fund for training and equipment for the Community Service Officer.
- \$23,434 for the Records Tech position in the Police Department has been moved from the Measure Z Fund to the General Fund.
- \$140,000 has been re-budgeted in the General Fund for roads slurry seal projects not completed in FY 2019-20; the estimated beginning fund balance was increased by the same amount.

The proposed budget totals \$4,781,877 (operating expenditures \$3,407,921; debt service and pass-thru amounts \$491,656; and capital projects \$682,300). This is an increase of \$349,855, or 7% over last years adopted budget. This increase is primarily due to the addition of \$200,000 in contingencies, capital project carryovers and the new Community Service Officer position. Revenues utilized to finance FY 2020-21 equal \$4,071,208, with \$710,669 from the use of unassigned fund balance. All estimated ending fund balances remain above the 30% target reserve minimum, with the exception of the Building Fund.

Resolution 1455-2020 amends the Master Salary Table to include the new Community Service Officer position. The Position Allocation Table includes the addition of 1.0 full time equivalent (FTE) Community Service Officer and is part of Resolution 1453-2020 adopting the budget.

ATTACHMENTS:

Resolution 1453-2020 Fiscal Year 2020-21 Operating and Capital Budget  
Resolution 1455-2020 Adopting City Master Salary Table  
Budget Documents and Worksheets



**RESOLUTION NO. 1453-2020**  
**A RESOLUTION OF THE CITY COUNCIL**  
**OF THE CITY OF RIO DELL**  
**ADOPTING THE OPERATING & CAPITAL BUDGET**  
**FOR FISCAL YEAR 2020-21**

WHEREAS, the City is required to adopt an annual operating budget pursuant to City of Rio Dell Resolution 1227-2014; and

WHEREAS, the City Manager's proposed budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, has been reviewed and revised at various public meetings by the City Council; and

NOW THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby approve and adopt the City of Rio Dell Fiscal Year (FY) 2020-21 Operating & Capital Budget comprised of revenues totaling \$4,071,208 and expenditure appropriations in the amount of \$4,781,877, with a net draw from fund balance of \$710,669 as follows:

FUND	NAME	RESERVES	REVENUES	EXPENDITURES		RESERVES		
		EST Beginning Fund Bal.	Projected Totals	Projected Totals	Transfers	Change in Fund Balance	Est. End. Fund Balance	Target 30% Reserve
005	Admin Fund	12,692	1,750	1,300		450	13,142	390
008	Building Fund	44,300	44,900	90,484	(1,284)	(44,300)	0	27,145
037	CDBG Fund	-	-	-		-	-	-
039	CDBG RRLF Fund	174,544	4,644	-	4,644	-	174,544	-
<b>000</b>	<b>General Fund</b>	<b>1,733,270</b>	<b>1,234,575</b>	<b>1,758,886</b>	<b>(5,810)</b>	<b>(518,501)</b>	<b>1,214,769</b>	<b>527,666</b>
003	Economic Development	253,600	-	52,000	-	(52,000)	201,600	15,600
044	Measure Z Fund	-	-	-		0	-	-
074	Recycling Fund	24,600	-	7,200		(7,200)	17,400	2,160
015	Parks Fund	18,350	500	-		500	18,850	-
046	Realignment Grant Fund	3,486	-	-		-	3,486	-
040	SLESF Fund	73,536	100,000	130,941		(30,941)	42,595	39,282
043	Vehicle Abatement Fund	2,632	-	-		-	2,632	-
052	Sewer Capital Fund	1,144,823	105,000	76,600		28,400	1,173,223	22,980
054	Sewer Debt Svc Fund	67,574	320,000	302,934		17,066	84,640	-
054	Sewer Restricted Reserve	302,822	-	-		-	302,822	302,822
050	Sewer Operations Fund	531,478	813,500	1,010,736		(197,236)	334,242	303,221
027	Solid Waste Fund	37,373	4,000	16,585	2,450	(15,035)	22,338	4,976
093	Spay & Neuter Fund	3,113	-	-		-	3,113	-
020	Gas Tax Fund (HUTA)	159,810	83,170	80,367		2,803	162,613	24,110
024	TDA Fund	55,571	111,219	124,682		(13,463)	42,108	37,405
026	RSTP Fund	14,472	24,500	20,419		4,081	18,553	6,126
021	SB1 (RMRA) Fund	70,736	57,250	58,648		(1,398)	69,338	17,594
047	STIP ATP Grant	-	-	-		-	-	-
062	Water Capital Fund	844,762	165,000	71,600		93,400	938,162	21,480
063	Water Metro Wells Fund	34,660	17,100	11,300		5,800	40,460	3,390
064	Water Dinsmore Zone	67,695	21,400	2,600		18,800	86,495	780
061	Water Restricted Reserve	136,000	-	-		-	136,000	136,000
061	Water Debt Svc Fund	210,381	200,000	136,000		64,000	274,381	40,800
070	Water CIP Grant	-	-	-		-	-	-
060	Water Operations Fund	709,311	762,700	828,595		(65,895)	643,416	248,578
<b>TOTAL</b>		<b>6,731,591</b>	<b>4,071,208</b>	<b>4,781,877</b>	<b>-</b>	<b>(710,669)</b>	<b>6,020,922</b>	<b>1,782,505</b>



BE IT FURTHER RESOLVED, that staffing is adopted and funded in the FY 2020-21 Operating Budget as follows:

<b>FISCAL YEAR 2020-21</b>					
<b>POSITION ALLOCATION TABLE</b>					
DEPARTMENT/POSITION	FULL-TIME EMPLOYEES (FTEs)				
	2016-17	2017-18	2018-19	2019-20	2020-21

<b>ADMINISTRATION</b>					
City Clerk	1.00	1.00	1.00	1.00	1.00
City Manager/Public Works Director	1.00	1.00	1.00	1.00	1.00
Community Development Director	0.80	0.80	0.80	0.80	0.80
Total FTEs	2.80	2.80	2.80	2.80	2.80

<b>FINANCE DEPARTMENT</b>					
Accountant I/II	1.00	1.00	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00	1.00	1.00
Fiscal Assistant I/II	1.00	1.00	1.00	1.00	1.00
Senior Fiscal Assistant	1.00	1.00	1.00	1.00	1.00
Total FTEs	4.00	4.00	4.00	4.00	4.00

<b>POLICE DEPARTMENT</b>					
Chief of Police	1.00	1.00	1.00	1.00	1.00
Community Service Officer	-	-	-	-	1.00
Police Officer	3.00	3.00	4.00	4.25	4.25
Records Technician	0.70	0.70	0.70	0.70	0.70
Sergeant	1.00	1.00	1.00	1.00	1.00
Total FTEs	5.70	5.70	6.70	6.95	7.95

<b>PUBLIC WORKS DEPARTMENT</b>					
Operator in Training (OIT)	-	-	1.00	1.00	1.00
Public Works Leadman	-	1.00	1.00	1.00	1.00
Utility Worker I/II	2.00	2.00	2.50	2.50	2.50
Wastewater Superintendent Trainee	1.00	1.00	1.00	-	-
Wastewater Superintendent	-	-	-	1.00	1.00
Water/Streets Superintendent	1.00	1.00	1.00	1.00	1.00
Water/Wastewater Plant Operator I/II	1.00	1.00	2.00	2.00	2.00
Total FTEs	5.00	6.00	8.50	8.50	8.50

<b>TOTAL CITY FTEs</b>	<b>17.50</b>	<b>18.50</b>	<b>22.00</b>	<b>22.25</b>	<b>23.25</b>
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BE IT FURTHER RESOLVED, as follows:

Section 1.

It is the intention of the City Council in approving and adopting an annual budget to provide financial guidance for routine operations of City business, capital projects and for the purpose of providing information to the general public.

Section 2.

The adopted annual City budget will be implemented and maintained in accordance with City Budget Policy as outlined in Resolution 1227-2014.

Section 3.

Adoption of the annual budget does not expressly approve expenditures of funds in excess of purchasing authority as outlined by City Resolution, Ordinance, State, or Federal law.

Section 4.

Adoption of the FY 2020-21 Budget includes one fund which is not projected to have the minimum Reserve balance (15%) as set forth in City policy. Therefore, an exception to the City's Minimum Fund Balance Policy established by Resolution No. 1154-2012 is hereby granted for the Building Fund (008).

Section 5.

Adoption of the FY 2020-21 budget includes the following inter-fund transfers:

From:

027	Solid Waste	\$ 2,450	For City Manager time on solid waste activities
037	CDBG	\$ 4,644	For Community Development Director time on CDBG activities
000	General Fund	\$ 1,284	Subsidy for Building fund activities that exceed actual revenues

To:

000	General Fund	\$ 2,450	From Solid Waste for City Manager staff costs
000	General Fund	\$ 4,644	From CDBG for Community Development Director staff costs
008	Building	\$ 1,284	From General Fund to cover expenses that exceed revenues

Section 6.

Adoption of the FY 2020-21 Budget authorizes the use of fund balance (expenditures exceeding revenues and transfers) in the following funds in the following amounts: General Fund (000) \$518,501, Economic Development Fund (003) \$52,000, Building Fund (008) \$44,300, Solid Waste Fund (027) \$15,035, Recycling Fund (074) \$7,200, SLESF Fund (040) \$30,941, Sewer

Operations Fund (050) \$197,236, TDA Fund (024) \$13,463, SB1 (RMRA) Fund (021) \$1,398, and Water Operations Fund (060) \$65,895.

PASSED AND ADOPTED by the City of Rio Dell on this 16<sup>th</sup> day of June 2020, by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

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Debra Garnes, Mayor

ATTEST:

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Karen Dunham, City Clerk



**RESOLUTION NO. 1455-2020  
A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF RIO DELL  
AMENDING AND ADOPTING CITY MASTER SALARY TABLE**

**WHEREAS**, the City of Rio Dell recognizes the value of adopting a salary schedule that promotes the recruitment and retention of employees; and

**WHEREAS**, a pay structure with competitive salaries is essential in attracting and retaining a skilled, motivated work force, thereby increasing the level of service to the City’s residents; and

**WHEREAS**, a salary table helps provide transparency in compensation; and

**WHEREAS**, Section 36506 of the Government Code of the State of California provides that the City Council shall, by Resolution or Ordinance, fix the compensation for all appointive officers and employees.

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Rio Dell hereby amends and adopts the following Master Salary Table and that all prior resolutions (Resolution No. 1405-2018 and 1428-2019) concerning compensation for City employees that are in conflict with this Resolution or the Master Salary Tables are hereby repealed, and this Resolution shall be effective July 1, 2020:

Peace Officers Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Police Officer	43,705	45,016	46,367	47,758	49,190
Police Corporal	48,075	49,517	51,003	52,533	54,109
Sergeant	53,895	55,512	57,178	58,893	60,659

Rio Dell Employee's Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Accountant I	44,622	45,961	47,340	48,760	50,223
Accountant II	49,084	50,557	52,074	53,636	55,245
Admin. Assistant	30,356	31,266	32,204	33,170	34,166
Administrative Tech.	36,848	37,954	39,093	40,266	41,474
Community Service Officer	39,985	41,185	42,420	43,693	45,003
Fiscal Assistant I	29,919	30,816	31,740	32,692	33,673
Fiscal Assistant II	33,542	34,548	35,584	36,651	37,750
Office Assistant	24,839	25,584	26,352	27,142	27,956
PW Leadman	34,678	35,718	36,789	37,893	39,030

Rio Dell Employee's Association (continued)

JOB TITLE	Salary Range				
	A	B	C	D	E
Records Tech.	34,130	35,154	36,209	37,295	38,414
Operator in Training (OIT)	34,528				
Sr. Fiscal Assistant	38,457	39,611	40,799	42,023	43,284
Utility Worker I	27,400	28,222	29,069	29,941	30,839
Utility Worker II	30,154	31,059	31,991	32,951	33,939
W/WW Plant Op. I	36,334	37,424	38,547	39,703	40,895
W/WW Plant Op. II	39,968	41,167	42,402	43,674	44,984

Contract Employees

JOB TITLE	Salary Range				
	A	B	C	D	E
City Clerk	53,644	55,253	56,911	58,618	60,377
City Manager	106,875	110,081	113,384		
Chief of Police	79,540	81,926	84,384	86,916	89,523
Finance Director	67,473	69,497	71,582		
Community Dev. Dir.	73,394	75,596	77,863	81,756	85,623
Wastewater Sup. Tr.	49,192				
Wastewater Sup.	58,050	59,791	61,585	63,432	65,335
Water/Streets Sup.	61,556	63,403	65,305	67,264	69,282

ELECTED OFFICIALS*	Salary Range				
	A	B	C	D	E
Mayor	-	-	-	-	-
Mayor Pro-tem	-	-	-	-	-
City Council Members	-	-	-	-	-
Planning Commissioner - Chair	-	-	-	-	-
Planning Commissioners	-	-	-	-	-

\*Elected officials are reimbursed for travel expenses related to official duties

**PASSED AND ADOPTED** by the City of Rio Dell on this 16<sup>th</sup> day of June 2020, by the following roll call vote:

- Ayes:
- Noes:
- Abstain:
- Absent:

\_\_\_\_\_  
Debra Garnes, Mayor

ATTEST:

\_\_\_\_\_  
Karen Dunham, City Clerk

City of Rio Dell

00 - Revenue	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Fund	Notes/Adjustments
Revenue								
4010 Tax - Property Current Secured	110,376.00	111,955.00	113,371.00	0.00	118,112.00	118,000.00	000-General	From County AB-8
4011 Tax - Property Current Unsecured	3,892.00	4,550.00	3,700.00	0.00	4,395.00	4,000.00	000-General	
4013 Tax - Property Prior Unsecured	66.00	50.00	50.00	0.00	50.00	50.00	000-General	
4025 Tax - Supplemental Roll	1,565.00	1,432.00	600.00	0.00	600.00	500.00	000-General	
4026 Tax - Home Owner's Property	1,360.00	1,329.00	1,380.00	0.00	1,330.00	1,330.00	000-General	
4027 Tax - Prior Years - Supplemental	220.00	266.00	120.00	0.00	200.00	200.00	000-General	
4030 Tax - Transient Occupancy Tax	13,857.00	9,328.00	13,152.00	8,803.00	10,000.00	5,000.00	000-General	Reduced 50% due to COVID-19
4035 Tax - Timber Yield	32.00	33.00	18.00	0.00	30.00	30.00	000-General	
4040 Tax - Retail Sales	203,758.00	197,781.00	189,451.00	81,214.00	180,000.00	177,900.00	000-General	Reduced 10% due to COVID-19
4042 Tax - Measure U Sales Tax	289,425.00	285,708.00	265,000.00	111,343.00	168,175.00	0.00	000-General	Reduced to zero new Sales Tax Measure
4044 Tax - Measure J Sales Tax	0.00	0.00	0.00	0.00	93,425.00	256,500.00	000-General	Reduced 10% due to COVID-19
4045 Tax - (HCAOG) Transportation - TDA	114,217.00	124,891.00	164,343.00	51,798.00	164,343.00	111,219.00	024-TDA	FY 2019-20 had a \$43,000 carry forward
4046 Tax SB1 RMRA	12,892.00	69,069.00	55,746.00	26,561.00	62,049.00	57,250.00	021-SB1	City Finance estimates reduced by 10%
4048 Tax - Gasoline (Highway Users Tax)	72,769.00	75,809.00	94,614.00	55,695.00	91,734.00	81,670.00	020-Streets	City Finance estimates reduced by 10%
4050 Tax - Documentary Real Property	6,965.00	8,298.00	7,430.00	0.00	8,000.00	8,000.00	000-General	
4056 Tax - Public Safety .5% sales	3,957.00	3,105.00	3,707.00	0.00	3,100.00	3,100.00	000-General	
4110 Fees - Franchise - Electric	28,223.00	22,578.00	32,213.00	0.00	23,000.00	23,000.00	000-General	
4115 Fees - Franchise - Gas	9,138.00	8,233.00	6,681.00	0.00	8,000.00	8,000.00	000-General	
4120 Fees - Franchise - Garbage	13,088.00	22,296.00	17,597.00	10,327.00	20,000.00	22,000.00	000-General	
4125 Fees - Franchise - Cable TV	35,341.00	34,938.00	37,691.00	16,812.00	34,000.00	34,000.00	000-General	
4150 Fees - Business License	10,313.00	11,806.00	9,557.00	4,656.00	9,557.00	5,000.00	000-General	Should this be reduced?
4151 Fees - Business License CASP SB1186	581.00	1,060.00	702.00	408.00	800.00	800.00	000-General	
4152 Fees - Memorial Park	95.00	100.00	95.00	0.00	95.00	50.00	000-General	
4153 Cannabis Stamp Fee Acct.	420.00	400.00	0.00	0.00	0.00	0.00	000-General	NA
4154 Fees - Cannabis	23,000.00	12,713.00	16,000.00	18,765.00	22,000.00	25,000.00	000-General	
4155 Cannabis Business Tax Revenue	0.00	33,868.00	20,000.00	34,890.00	100,000.00	110,000.00	000-General	Increased based on actuals
4162 Fees - Motor Vehicle License (VLF)	13,999.00	1,617.00	11,569.00	0.00	1,000.00	0.00	000-General	
4163 Fees - In Lieu VLF - County	369,160.00	382,576.00	375,777.00	0.00	407,072.00	400,000.00	000-General	Per County current year actuals
4170 Fees - Animal License	1,199.00	2,540.00	1,657.00	744.00	1,657.00	2,000.00	000-General	
4173 Fees - Animal Control/Relinq.	316.00	429.00	650.00	72.00	400.00	400.00	000-General	
4178 Fees - Booking	784.00	596.00	350.00	0.00	350.00	350.00	000-General	Only \$72 for first 6 months
4180 Fees - Notary	120.00	165.00	120.00	75.00	120.00	120.00	000-General	
4183 Fees - Special Police Services	1,951.00	1,590.00	1,900.00	1,141.00	1,900.00	1,500.00	000-General	
4190 Fees - Integrated Waste Management	6,698.00	4,358.00	9,000.00	1,082.00	4,000.00	4,000.00	027-Solid Waste	
4195 Fees - Customer fax and copy	99.00	112.00	90.00	64.00	90.00	100.00	000-General	
4230 Fines - Building Code	0.00	920.00	0.00	0.00	0.00	0.00	000-General	NA
4240 Fines - Other	0.00	6,531.00	0.00	0.00	3,200.00	0.00	000-General	County Revenue Recovery
4310 Interest Income	1,842.00	86,382.00	0.00	33,251.00	0.00	0.00	Various	Historically has a zero budget
4320 Rental Income - U.S. Cellular	6,882.00	6,421.00	7,073.00	9,715.00	7,073.00	7,073.00	000-General	
4321 Rental Income - T. Mobile	14,664.00	15,250.00	15,372.00	9,199.00	15,372.00	15,372.00	000-General	
4410 Building Plan - Constr Permits	18,912.00	56,950.00	20,000.00	12,130.00	24,000.00	24,000.00	008-Building	
4420 Planning - Zoning Fees	5,993.00	4,097.00	5,000.00	2,500.00	5,000.00	5,000.00	000-General	
4435 Planning - Home Occupation Permit Fee	320.00	200.00	200.00	200.00	200.00	200.00	000-General	
4440 Building Plan - Plan Check Fee	8,564.00	11,009.00	10,000.00	842.00	5,000.00	5,000.00	008-Building	Lower due to completion of DANCO project
4445 Building - Administrative Fees	16,035.00	44,924.00	15,000.00	8,030.00	15,000.00	15,000.00	008-Building	
44 Planning - Parks & Recreation Development	1,500.00	0.00	1,500.00	0.00	500.00	500.00	015-Parks	

00 - Revenue	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Fund	Notes/Adjustments
4460 Building Plan - Seismic Fees	442.00	657.00	75.00	112.00	200.00	200.00	008-Building	
4462 Building Standards - SB1473	108.00	204.00	60.00	55.00	100.00	100.00	008-Building	
4463 Building - Continuing Education	161.00	326.00	200.00	83.00	200.00	200.00	008-Building	
4464 Building - Technology Fee	361.00	733.00	400.00	183.00	400.00	400.00	008-Building	
4465 Encroachment Permits	1,175.00	2,000.00	1,500.00	1,125.00	1,500.00	1,500.00	020-Streets	
4466 Miscellaneous Permits	0.00	0.00	0.00	10.00	0.00	0.00	000-General	
4480 Insurance Premium Reimbursement	19,921.00	2,229.00	0.00	0.00	0.00	0.00	NA	
4510 Sewer - Service	795,560.00	830,556.00	779,649.00	482,711.00	820,000.00	788,500.00	050-Sewer	Est lower than pr yr due to SB998 & COVID-
4520 Sewer - Connection	20,880.00	151,380.00	5,000.00	26,100.00	5,000.00	5,000.00	052-Sewer Cap	Budget in dept 14
4610 Water - Service	755,966.00	766,299.00	748,406.00	458,597.00	750,000.00	727,700.00	060-Water	Est lower than pr yr due to SB998 & COVID-
4620 Water - Connection	8,100.00	86,400.00	0.00	16,200.00	0.00	0.00	Water?	
4630 Late Fee	52,707.00	52,405.00	50,000.00	15,956.00	25,000.00	25,000.00	050-Sewer	Water and Sewer
4635 Delinquent Fees	9,130.00	0.00	0.00	16,035.00	25,000.00	25,000.00	060-Water	
4640 Water - Damage Replacement	400.00	10,050.00	8,540.00	6,090.00	10,000.00	10,000.00	060-Water	
4650 Water - Capital	165,979.00	400.00	0.00	0.00	0.00	0.00	NA	
4653 Water - Metro Wells	17,178.00	168,591.00	164,319.00	99,801.00	169,000.00	165,000.00	062-Water Cap	
4654 Water - Dinsmore Zone	22,196.00	17,451.00	17,006.00	10,333.00	17,006.00	17,100.00	063-Water Metro	
4700 Grant Revenue	100,000.00	21,429.00	22,509.00	12,778.00	22,509.00	21,400.00	064-Water Dins	
4712 Grant Restrictd - RSTP HCAOG	27,451.00	0.00	0.00	0.00	0.00	0.00	NA	
4725 Gen. Fund Income from CDBG Principal	44,246.00	26,707.00	24,500.00	-26,707.00	24,500.00	24,500.00	026-RSTP	
4727 Late Fees - GEN. FUND FROM CDBG PI	1.00	83,959.00	0.00	25,628.00	25,628.00	4,644.00	039CDBG	Increased based on actual transfer
4740 Grant Restr - Police Grant SLESF	139,416.00	148,747.00	143,000.00	104,112.00	143,000.00	100,000.00	039CDBG	
4744 Grant Rest - Police Realignment Grant	0.00	0.00	0.00	0.00	0.00	0.00	040-SLESF	Estimate base only due to COVID-19
4746 Grant Restrictd - Recycling	5,000.00	5,000.00	0.00	0.00	0.00	0.00	NA	
4747 Grant - Measure Z	26,112.00	27,058.00	0.00	0.00	0.00	0.00	NA	
4754 Grant - BSCC	0.00	9,165.00	28,694.00	6,636.00	23,442.00	0.00	044-Measure Z	Should be based on actual amount approve
4763 Grant Rest.- Prop. 84/NCRWMP	488,206.00	-1,000.00	0.00	0.00	0.00	0.00	NA	
4764 Grant Rest.-USDA ECWAG	158,150.00	0.00	0.00	0.00	0.00	0.00	NA	
4766 Grant Restrictd - ATP	96,838.00	85,448.00	1,261,000.00	29,907.00	1,261,000.00	0.00	047-ATP	Estimated balance remaining at end of FY 2
4802 Donations- Bicycle Helmets	0.00	500.00	0.00	0.00	0.00	0.00	NA	
4804 Sculptures on the Avenue	1,250.00	0.00	0.00	0.00	0.00	0.00	NA	
4900 Interfund Revenue	1,977.00	1,729.00	1,200.00	1,074.00	1,750.00	1,750.00	005-Admin	
4920 Misc - Special Public Works	1,409.00	0.00	0.00	0.00	0.00	0.00	NA	
4936 Bad Debt Recovery	4,276.00	3,707.00	0.00	917.00	0.00	0.00	NA	
4941 Misc - Post Training & Special	0.00	1,036.00	0.00	0.00	0.00	0.00	NA	
4950 Misc	485.00	504.00	0.00	460.00	0.00	0.00	NA	
4990 Misc - Other	861.00	94,855.00	0.00	270.00	0.00	0.00	NA	
4995 Donations	0.00	200.00	0.00	0.00	0.00	0.00	NA	
4997 Prior Year Adjustment	0.00	-137.00	0.00	0.00	0.00	0.00	NA	
<b>Total Revenue</b>	<b>4,390,530.00</b>	<b>4,266,851.00</b>	<b>4,784,534.00</b>	<b>1,783,813.00</b>	<b>4,940,164.00</b>	<b>3,451,208.00</b>		

00 - Revenue	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Fund	Notes/Adjustments
<b>14 - CAPITAL PROJECTS</b>								
Revenue								
4310 Interest Income	58.00	241.00	0.00	5.00	0.00	0.00		
4516 Sewer - Debt Service	315,539.00	327,174.00	302,899.00	217,969.00	315,000.00	320,000.00	054-Sewer Debt	
4540 Sewer - Replacement Reserve	97,080.00	100,671.00	97,076.00	67,054.00	98,000.00	100,000.00	052-Sewer Cap	
4570 Sewer - Assmt Dist #1 Current	27,584.00	0.00	0.00	0.00	0.00	0.00		
4571 Sewer - Assmt Dist #1 - Prior	670.00	1,848.00	0.00	744.00	0.00	0.00		
4615 Water - Debt Service	171,700.00	174,414.00	172,821.00	117,649.00	172,821.00	200,000.00	061-Water Debt	
4616 Water - Debt Service Restricted	34,338.00	-61,358.00	34,562.00	23,529.00	26,161.00	0.00		
4729 Deferred Revenue	91.00	-627.00	0.00	0.00	0.00	0.00	Fund 061 Reserve met	
4765 Grant Rest. DWSRF	405,560.00	0.00	0.00	0.00	0.00	0.00		
4768 SWRCB - PROP 1	0.00	189,036.00	0.00	60,457.00	0.00	0.00		
4935 Gain/Loss on Disposal of Assets	0.00	13,500.00	0.00	0.00	0.00	0.00		
<b>Total Revenue</b>	<b>1,052,620.00</b>	<b>744,899.00</b>	<b>607,358.00</b>	<b>487,407.00</b>	<b>611,982.00</b>	<b>620,000.00</b>		
					<b>TOTAL REVENUE</b>	<b>4,071,208.00</b>		



City of Rio Dell

02 - CITY MANAGER

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5000 Full Time Salaries	144,899.00	156,846.00	162,753.00	100,279.00	162,753.00	160,370.60	
5035 Benefit - ICMA City 457	19,247.00	20,031.00	20,200.00	12,801.00	20,201.00	20,225.30	
5040 Benefit - Health Insurance	13,788.00	15,604.00	16,941.00	12,337.00	16,672.00	16,091.71	
5042 Benefit - Life Insurance	315.00	317.00	287.00	245.00	330.00	342.00	
5044 Benefit - Dental/Vision Insur	1,820.00	1,851.00	956.00	1,438.00	1,850.00	1,972.30	
5045 Worker Compensation Insurance	1,436.00	1,034.00	8,413.00	666.00	1,000.00	1,870.67	
5050 FICA	12,238.00	13,629.00	13,997.00	8,546.00	13,997.00	15,301.03	
5055 Unemployment Insurance	644.00	691.00	688.00	499.00	750.00	560.00	
5056 Employment Training Tax	0.00	0.00	0.00	11.00	22.00	11.20	
5069 Accrued Payroll Taxes Expense	18.00	-720.00	0.00	0.00	0.00	0.00	
5081 Compensated Absences Payable	-920.00	1,670.00	0.00	0.00	0.00	0.00	
5101 Office Supplies	916.00	748.00	1,503.00	562.00	1,500.00	1,500.00	
5102 Operating Supplies	183.00	213.00	412.00	373.00	500.00	500.00	
5103 Postage	587.00	852.00	546.00	955.00	1,200.00	1,000.00	
5104 Printing - Forms	4,009.00	2,708.00	4,351.00	2,189.00	4,350.00	4,350.00	
5105 Advertising	0.00	940.00	146.00	488.00	600.00	500.00	
5106 Promotional	0.00	438.00	200.00	258.00	400.00	1,500.00	
5112 Legal	19,341.00	16,303.00	23,703.00	6,116.00	16,500.00	15,000.00	
5115 Contract/Professional Services	6,896.00	3,577.00	9,646.00	1,001.00	9,646.00	12,000.00	
5119 Safety Supplies & Equipment	0.00	0.00	0.00	69.00	100.00	6,050.00	Increased \$6,000 for COVID-19
5120 Cell Phones	1,462.00	2,223.00	2,220.00	1,547.00	2,220.00	2,240.00	
5121 Telephone - Pager	185.00	126.00	360.00	76.00	126.00	125.00	
5122 Travel and Training Expense	456.00	2,122.00	3,000.00	897.00	2,500.00	3,000.00	
5123 Automobile - Transportation	4,819.00	4,802.00	4,643.00	3,089.00	4,800.00	4,800.00	
5125 Publications - Books	247.00	24.00	87.00	29.00	75.00	100.00	
5126 Dues & Memberships	5,214.00	4,594.00	2,000.00	183.00	2,000.00	4,600.00	
5128 Employee Relations	0.00	0.00	103.00	0.00	0.00	0.00	
5130 Rents - Leases	1,158.00	1,178.00	1,923.00	349.00	1,900.00	1,200.00	
5131 Records Maintenance	83.00	99.00	127.00	48.00	120.00	120.00	

City of Rio Dell

02 - CITY MANAGER

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5135 Maintenance - Repair	1,108.00	612.00	703.00	36.00	700.00	700.00	
5138 Office Equipment	1,783.00	1,122.00	1,406.00	0.00	1,400.00	1,500.00	
5139 Equipment	0.00	0.00	500.00	0.00	500.00	500.00	
5141 General Liability Insurance	5,210.00	5,443.00	3,510.00	5,300.00	5,300.00	5,500.00	
5143 Property Insurance	977.00	1,265.00	573.00	2,130.00	2,130.00	2,130.00	
5144 Emp Practice Liab Insurance	425.00	433.00	227.00	455.00	455.00	455.00	
5150 Electricity	637.00	707.00	794.00	499.00	860.00	860.00	
5151 Natural Gas	86.00	96.00	140.00	56.00	100.00	100.00	
5152 Water	375.00	576.00	227.00	371.00	580.00	580.00	
5153 Sewer	238.00	189.00	103.00	92.00	140.00	150.00	
5160 Elections	5,601.00	1,229.00	0.00	0.00	0.00	1,500.00	
5164 Regulatory Fees	0.00	0.00	0.00	450.00	450.00	0.00	
5166 LAFCO Fees	1,029.00	0.00	1,851.00	0.00	1,850.00	1,850.00	
5171 Computer Software	257.00	1.00	503.00	1.00	500.00	500.00	
5173 Computer Maintenance - Support	2,485.00	2,207.00	2,743.00	1,683.00	2,700.00	2,700.00	
5174 Web Design Services	477.00	519.00	877.00	88.00	500.00	500.00	
5514 Engineering	2,446.00	1,473.00	1,000.00	3,633.00	4,000.00	2,500.00	
5520 Improvements	0.00	0.00	220.00	0.00	0.00	0.00	
7000 Transfer In	0.00	0.00	0.00	0.00	0.00	(8,980.00)	Transfer in Solid Waste/CDBG/Bldg
<b>Total Expenditures</b>	<b>262,175.00</b>	<b>267,772.00</b>	<b>294,582.00</b>	<b>169,845.00</b>	<b>288,277.00</b>	<b>288,374.81</b>	

297,354.81

ALLOCATION BY FUND						TOTAL
000	020	024	050	060		
General	Gas Tax	TDA	Sewer	Water		
Fund	Fund	Fund	Fund	Fund		
40%	3%	2%	27.5%	27.5%		100%
109,962	8,920.64	5,947.10	81,772.57	81,772.57		288,375

City of Rio Dell

03 - FINANCE		6/30/2018	6/30/2019	6/30/2020	2/29/2020	6/30/2020	FY 2020-21	Notes/Adjustments
Expenditures		Actual	Actual	Budget	Y-T-D Actual	Estimated	Proposed	
5000	Full Time Salaries	205,249.00	195,729.00	214,775.00	100,841.00	186,336.00	207,649.60	Includes full-time Finance Director
5030	Overtime Salaries	793.00	3,254.00	2,793.00	2,072.00	4,000.00	3,545.76	
5035	Benefit - ICMA City 457	21,255.00	20,248.00	25,093.00	7,230.00	14,460.00	21,725.18	
5040	Benefit - Health Insurance	37,137.00	41,052.00	64,405.00	31,214.00	53,800.00	73,697.28	
5042	Benefit - Life Insurance	724.00	645.00	720.00	360.00	720.00	720.00	
5044	Benefit - Dental/Vision Insur	6,378.00	4,295.00	7,248.00	3,694.00	7,248.00	8,289.00	
5045	Worker Compensation	2,031.00	1,255.00	1,272.00	671.00	1,272.00	2,056.70	
5050	FICA	17,103.00	16,660.00	18,348.00	8,249.00	16,498.00	18,223.86	
5055	Unemployment Insurance	2,079.00	2,394.00	1,735.00	1,088.00	1,735.00	1,400.00	
5056	Employment Training Tax	0.00	0.00	0.00	19.00	0.00	28.00	
5069	Accrued Payroll Taxes Expense	-4.00	-584.00	0.00	-2.00	0.00	0.00	
5080	Hiring Costs	620.00	1,031.00	0.00	114.00	0.00	0.00	
5081	Compensated Absences Payable	1,102.00	3,920.00	0.00	0.00	0.00	0.00	
5101	Office Supplies	2,797.00	3,084.00	3,610.00	2,038.00	3,610.00	3,500.00	
5102	Operating Supplies	124.00	196.00	500.00	194.00	500.00	500.00	
5103	Postage	1,986.00	1,986.00	3,520.00	414.00	750.00	750.00	Decreased utility bills direct charged
5104	Printing - Forms	1,217.00	1,077.00	3,300.00	471.00	1,000.00	1,500.00	Copier charges, budget
5106	Promotional	0.00	23.00	32.00	0.00	32.00	32.00	
5110	Accounting	34,970.00	15,439.00	32,000.00	4,269.00	25,600.00	27,000.00	Audit
5112	Legal	516.00	180.00	400.00	58.00	400.00	400.00	
5115	Contract/Professional Services	28.00	4,887.00	7,500.00	9,940.00	9,940.00	2,500.00	Decreased no temp staff support
5116	Bank Fees	968.00	1,398.00	1,200.00	1,133.00	1,200.00	1,200.00	
5119	Safety Supplies & Equipment	0.00	0.00	0.00	69.00	0.00	0.00	
5120	Cell Phones	1,400.00	1,238.00	1,400.00	0.00	1,400.00	1,400.00	
5121	Telephone - Pager	187.00	127.00	283.00	76.00	283.00	283.00	
5122	Training - Conference	1,535.00	4,347.00	2,903.00	172.00	250.00	500.00	Decreased no conferences
5123	Automobile - Transportation	1,358.00	1,528.00	3,208.00	512.00	1,500.00	1,500.00	
5125	Publications - Books	75.00	25.00	95.00	30.00	95.00	95.00	
5126	Dues & Memberships	224.00	299.00	125.00	4.00	125.00	220.00	CSMFO
5127	License	43.00	0.00	0.00	0.00	0.00	0.00	
5	tents - Leases	1,054.00	1,077.00	1,752.00	357.00	1,752.00	1,752.00	

City of Rio Dell

03 - FINANCE	6/30/2018	6/30/2019	6/30/2020	2/29/2020	6/30/2020	FY 2020-21	Notes/Adjustments
Expenditures	Actual	Actual	Budget	Y-T-D Actual	Estimated	Proposed	
5131 Records Maintenance	804.00	805.00	1,000.00	421.00	1,000.00	1,000.00	
5135 Maintenance - Repair	780.00	605.00	1,600.00	95.00	1,600.00	1,600.00	
5138 Office Equipment	2,210.00	3,406.00	3,780.00	4,652.00	4,652.00	3,000.00	New utility bill printer
5141 General Liability Insurance	5,331.00	5,569.00	2,125.00	5,423.00	2,125.00	2,125.00	
5143 Property Insurance	1,000.00	1,295.00	348.00	2,179.00	348.00	348.00	
5144 Emp Practice Liab Insurance	435.00	443.00	135.00	466.00	135.00	135.00	
5150 Electricity	651.00	723.00	1,400.00	465.00	1,000.00	1,000.00	
5151 Natural Gas	89.00	99.00	140.00	37.00	140.00	140.00	
5152 Water	514.00	755.00	585.00	487.00	650.00	650.00	
5153 Sewer	324.00	248.00	280.00	121.00	200.00	200.00	
5163 Property Tax Admin Fees	1,416.00	0.00	2,800.00	0.00	2,800.00	2,800.00	County fees - journaled
5171 Computer Software	536.00	571.00	2,000.00	91.00	2,000.00	2,000.00	Docstar
5173 Computer Maintenance -	12,570.00	13,666.00	15,183.00	9,382.00	15,183.00	15,183.00	Nylex, Accufund, Suddenlink
5174 Web Design Services	130.00	40.00	358.00	18.00	358.00	358.00	
<b>Total Expenditures</b>	<b>369,739.00</b>	<b>355,035.00</b>	<b>429,951.00</b>	<b>199,124.00</b>	<b>366,697.00</b>	<b>411,006.39</b>	

ALLOCATION BY FUND						TOTAL
000	020	024	050	060		
General	Gas Tax	TDA	Sewer	Water		
Fund	Fund	Fund	Fund	Fund		
22%	1%	1%	38%	38%		100%
90,421	4,110	4,110	156,182	156,182		411,006

City of Rio Dell

04 - RECYCLING

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5000 Full Time Salaries	1,701.00	1,761.00	1,854.00	1,116.00	1,854.00	0.00	
5030 Overtime Salaries	153.00	0.00	0.00	0.00	0.00	0.00	
5035 Benefit - ICMA City 457	250.00	239.00	240.00	151.00	240.00	0.00	
5040 Benefit - Health Insurance	113.00	125.00	140.00	102.00	140.00	0.00	
5042 Benefit - Life Insurance	3.00	3.00	3.00	2.00	3.00	0.00	
5044 Benefit - Dental/Vision Insur	15.00	14.00	15.00	11.00	15.00	0.00	
5045 Worker Compensation Insurance	47.00	12.00	10.00	7.00	10.00	0.00	
5050 FICA	157.00	153.00	160.00	93.00	93.00	0.00	
5055 Unemployment Insurance	7.00	7.00	7.00	5.00	0.00	0.00	
5056 Employment Training Tax	0.00	0.00	0.00	0.00	0.00	0.00	
5069 Accrued Payroll Taxes Expense	0.00	-10.00	0.00	0.00	0.00	0.00	
5101 Office Supplies	24.00	18.00	17.00	14.00	30.00	30.00	
5102 Operating Supplies	8.00	18.00	50.00	5.00	50.00	3,000.00	(Recycling) City Hall compost bin
5103 Postage	22.00	2.00	23.00	0.00	0.00	20.00	
5104 Printing - Forms	30.00	1.00	0.00	1.00	1.00	0.00	
5106 Promotional	0.00	2.00	0.00	0.00	0.00	1,200.00	(Recycling) Educational outreach
5112 Legal	535.00	629.00	0.00	0.00	0.00	0.00	
5115 Contract Professional Services	-1,997.00	43.00	0.00	17.00	17.00	20.00	
5119 Safety Supplies & Equipment	0.00	0.00	0.00	6.00	6.00	10.00	
5120 Cell Phones	21.00	21.00	0.00	14.00	14.00	0.00	
5121 Telephone - Pager	17.00	11.00	8.00	7.00	12.00	0.00	
5122 Travel and Training Expense	0.00	0.00	0.00	0.00	0.00	0.00	
5123 Automobile - Transportation	72.00	72.00	0.00	46.00	72.00	0.00	
5125 Publications - Books	2.00	2.00	0.00	3.00	0.00	0.00	
5126 Dues & Memberships	0.00	0.00	0.00	0.00	0.00	0.00	
5130 Rents - Leases	3.00	7.00	0.00	6.00	10.00	10.00	
5131 Records Maintenance	1.00	0.00	0.00	0.00	0.00	0.00	
5135 Maintenance - Repair	46.00	12.00	0.00	3.00	10.00	0.00	
5139 Equipment	0.00	0.00	8,000.00	0.00	0.00	3,000.00	(Recycling) sign replacement City Hall
5141 General Liability Insurance	485.00	506.00	234.00	493.00	493.00	510.00	Rebudget City garbage cans
5143 Property Insurance	91.00	118.00	46.00	198.00	198.00	200.00	
5144 Emp Practice Liab Insurance	40.00	40.00	55.00	42.00	55.00	55.00	
5145 Electricity	59.00	66.00	44.00	46.00	70.00	75.00	
5146 Natural Gas	8.00	9.00	0.00	5.00	0.00	10.00	
5154 Garbage	4,257.00	3,578.00	3,649.00	1,903.00	3,600.00	3,600.00	

City of Rio Dell

05 - INTERGOVERNMENTAL SERVICES Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5135 Maintenance - Repair	0.00	91.00	500.00	0.00	100.00	500.00	
5212 Gas & Oil	108.00	306.00	400.00	295.00	400.00	500.00	
5213 Vehicle Repair	86.00	0.00	300.00	16.00	100.00	300.00	
<b>Total Expenditures</b>	<b>194.00</b>	<b>397.00</b>	<b>1,200.00</b>	<b>311.00</b>	<b>600.00</b>	<b>1,300.00</b>	

City of Rio Dell

06 - GENERAL GOVERNMENT Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5000 Full Time Salaries	20,563	31,432	18,370	11,820	18,370	17,946	
5035 Benefit - ICMA City 457	2,481	3,708	2,086	1,406	2,086	2,055	
5040 Benefit - Health Insurance	984	1,466	751	556	751	813	
5042 Benefit - Life Insurance	82	121	45	51	55	45	
5045 Worker Compensation Insurance	849	1,222	3,651	428	3,651	1,663	
5050 FICA	1,870	2,855	1,570	1,076	1,750	1,619	
5055 Unemployment Insurance	130	196	103	79	103	88	
5056 Employment Training Tax	-	-	-	2	2	2	
5069 Accrued Payroll Taxes Expense	(1)	(70)	-	-	-	-	
5081 Compensated Absences Payable	(1,230)	-	-	-	-	-	
5101 Office Supplies	12	9	400	7	400	400	
5102 Operating Supplies	4	9	41	3	20	40	
5103 Postage	62	64	32	36	65	65	
5104 Printing - Forms	37	38	39	21	-	40	
5106 Promotional	-	1	2,000	-	2,000	2,000	Economic Development
5112 Legal	424	232	-	519	-	750	
5115 Contract/Professional Services	1	22	64,098	230	64,000	50,000	Economic Development & Salary Study (pr yr.
5116 Bank Fees	66	-	-	-	-	-	
5119 Safety Supplies & Equipment	-	-	-	3	-	5	
5120 Cell Phones	414	640	351	255	350	350	
5121 Telephone - Pager	9	6	64	4	8	8	
5122 Travel and Training Expense	-	-	-	14	20	20	
5123 Automobile - Transportation	-	-	-	37	50	50	
5125 Publications - Books	1	1	11	1	10	10	
5126 Dues & Memberships	-	-	-	-	-	-	
5130 Rents - Leases	76	76	78	49	78	80	
5131 Records Maintenance	-	-	-	-	-	-	
5135 Maintenance - Repair	23	6	49	2	20	50	
5138 Office Equipment	-	249	998	821	990	950	
5141 General Liability Insurance	242	253	591	246	246	300	
5141 Property Insurance	45	59	97	99	100	100	

City of Rio Dell

06 - GENERAL GOVERNMENT Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5144 Emp Practice Liab Insurance	20	20	38	21	21	30	
5150 Electricity	30	33	54	23	35	40	
5151 Natural Gas	4	4	17	3	6	10	
5171 Computer Software	13	-	-	-	-	-	
5173 Computer Maintenance -	24	15	39	8	16	25	
5174 Web Design Services	6	2	39	4	20	25	
7000 Transfer In/Out	-	-	-	-	-	1,379	Transfer to GF from CDBG for 5% Salary
7000 Transfer In/Out	-	-	-	-	-	(1,379)	Transfer in from CDBG for 5% Salary
<b>Total Expenditures</b>	<b>27,241</b>	<b>42,669</b>	<b>95,612</b>	<b>17,824</b>	<b>95,223</b>	<b>79,579</b>	



City of Rio Dell

07 - POLICE

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5000 Full Time Salaries	286,249.00	260,252.00	356,725.00	241,407.00	356,725.00	405,562.87	
5026 Part Time Temporary Salaries	23,979.00	24,592.00	38,626.00	20,855.00	40,000.00	44,089.00	
5030 Overtime Salaries	22,069.00	22,955.00	9,000.00	7,973.00	9,000.00	9,000.00	
5035 Benefit - ICMA City 457	49,574.00	44,616.00	69,234.00	42,223.00	64,210.50	69,440.51	
5040 Benefit - Health Insurance	59,583.00	40,638.00	80,965.00	57,378.00	77,403.00	113,039.49	
5042 Benefit - Life Insurance	1,212.00	1,035.00	1,620.00	1,193.00	1,598.00	1,890.00	
5044 Benefit - Dental/Vision Insur	8,501.00	4,756.00	9,246.00	6,772.00	8,802.00	13,276.36	
5045 Worker Compensation	24,605.00	21,316.00	29,926.00	19,029.00	29,168.00	32,634.54	
5050 FICA	28,337.00	27,108.00	35,329.00	23,610.00	34,890.00	42,019.03	
5055 Unemployment Insurance	2,604.00	3,385.00	3,472.00	2,219.00	3,472.00	3,150.00	
5056 Employment Training Tax	0.00	0.00	0.00	47.00	56.00	63.00	
5060 Clothing Allowance	3,125.00	2,719.00	5,000.00	3,188.00	4,250.00	5,250.00	
5069 Accrued Payroll Taxes Expense	-137.00	-1,463.00	0.00	-67.00	0.00	0.00	
5080 Hiring Costs	4,553.00	6,236.00	3,000.00	0.00	1,500.00	3,000.00	
5101 Office Supplies	1,326.00	994.00	1,200.00	1,541.00	2,000.00	2,200.00	Plus \$1,000 for CSO
5102 Operating Supplies	2,546.00	10,404.00	3,200.00	2,552.00	3,200.00	3,200.00	Ammo
5103 Postage	600.00	910.00	600.00	251.00	600.00	600.00	
5104 Printing - Forms	359.00	381.00	480.00	145.00	480.00	480.00	
5105 Advertising	1,152.00	0.00	300.00	0.00	300.00	300.00	
5106 Promotional	0.00	535.00	50.00	0.00	0.00	50.00	
5112 Legal	1,702.00	2,572.00	1,000.00	825.00	1,000.00	1,000.00	
5115 Contract/Professional Services	3,537.00	3,394.00	3,650.00	4,823.00	5,000.00	5,000.00	
5117 Animal Control	12,184.00	16,042.00	23,800.00	13,331.00	22,800.00	22,800.00	12 X 1,900
5119 Safety Supplies & Equipment	125.00	1,527.00	1,239.00	176.00	1,200.00	1,200.00	
5120 Cell Phones	2,959.00	3,088.00	4,270.00	2,754.00	4,270.00	4,611.00	
5121 Telephone - Pager	2,984.00	2,213.00	4,500.00	1,407.00	2,420.00	2,420.00	
5122 Travel and Training Expense	2,148.00	5,352.00	4,719.00	6,169.00	9,000.00	12,500.00	Plus \$3,500 for CSO
5123 Automobile - Transportation	702.00	97.00	2,000.00	1,056.00	2,000.00	2,500.00	Plus \$500 for CSO
5125 Publications - Books	360.00	152.00	500.00	191.00	360.00	500.00	
5126 Dues & Memberships	785.00	454.00	1,800.00	6.00	1,000.00	1,800.00	
5127 License	56.00	0.00	0.00	0.00	0.00	0.00	
5128 Employee Relations	0.00	0.00	250.00	0.00	0.00	250.00	
5129 Rentals - Leases	1,903.00	892.00	2,900.00	1,926.00	3,000.00	3,000.00	Evidence storage

City of Rio Dell

07 - POLICE

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5131 Records Maintenance	354.00	611.00	400.00	196.00	400.00	400.00	
5135 Maintenance - Repair	1,824.00	905.00	2,523.00	183.00	2,000.00	2,500.00	
5138 Office Equipment	382.00	2,208.00	12,525.00	4,730.00	5,000.00	7,500.00	Includes \$5,000 for new CSO
5139 Equipment	-1,064.00	3,729.00	10,525.00	0.00	10,525.00	5,000.00	Vests, fire arms, radios
5141 General Liability Insurance	7,754.00	8,101.00	8,200.00	7,888.00	7,890.00	8,200.00	
5143 Property Insurance	1,455.00	1,883.00	2,013.00	3,170.00	3,170.00	3,170.00	
5144 Emp Practice Liab Insurance	633.00	644.00	827.00	677.00	827.00	827.00	
5150 Electricity	1,203.00	1,314.00	1,425.00	836.00	1,425.00	1,500.00	
5151 Natural Gas	129.00	143.00	200.00	83.00	160.00	200.00	
5152 Water	930.00	1,375.00	878.00	887.00	1,375.00	1,400.00	
5153 Sewer	587.00	452.00	390.00	220.00	380.00	400.00	
5162 Medical	905.00	5,850.00	2,800.00	350.00	2,800.00	2,800.00	
5171 Computer Software	1,307.00	9,476.00	15,000.00	1,851.00	5,000.00	2,500.00	Decreased purchased licenses FY 19-20
5173 Computer Maintenance -	6,858.00	9,259.00	9,500.00	11,684.00	15,684.00	15,000.00	Suddenlink 12 X 900, Nylex
5174 Web Design Services	189.00	58.00	500.00	131.00	350.00	250.00	
5192 Code Enforcement	0.00	2,791.00	30,500.00	989.00	10,000.00	10,500.00	Reduced by 20,500
5193 Nuisance Abatement-Vehicle	1,882.00	0.00	1,750.00	0.00	1,750.00	1,750.00	
5212 Gas & Oil	13,190.00	16,658.00	13,225.00	11,314.00	16,970.00	16,970.00	
5213 Vehicle Repair	4,977.00	9,430.00	7,547.00	2,368.00	7,547.00	12,500.00	Plus \$5,000 to equip vehicle for CSO
5308 Dispatch Service Due	24,900.00	24,900.00	47,300.00	31,533.00	47,300.00	47,300.00	12 X 3,942
<b>Total Expenditures</b>	<b>618,077.00</b>	<b>606,939.00</b>	<b>866,629.00</b>	<b>542,070.00</b>	<b>830,257.50</b>	<b>947,492.80</b>	

ALLOCATION BY FUND			TOTAL
000		040	
GENERAL FUND	Measure Z	SLESF	
86%		14%	100%
816,552	0	130,941	947,493

City of Rio Dell

08 - SEWER		6/30/2018	6/30/2019	6/30/2020	2/29/2020	6/30/2020	FY 2020-21	Notes/Adjustments
Expenditures		Actual	Actual	Budget	Y-T-D Actual	Estimated	Proposed	
5000 Full Time Salaries		104,524.00	134,321.00	156,577.00	71,411.00	142,600.00	150,227.56	
5026 Part Time Temporary Salaries		0.00	0.00	2,469.00	0.00	2,000.00	6,230.00	
5030 Overtime Salaries		3,088.00	4,695.00	2,670.00	477.00	2,670.00	5,000.00	
5035 Benefit - ICMA City 457		9,854.00	13,231.00	16,247.00	7,291.00	13,200.00	15,087.03	
5040 Benefit - Health Insurance		23,963.00	31,003.00	34,025.00	17,904.00	32,500.00	53,448.33	
5042 Benefit - Life Insurance		416.00	557.00	580.00	326.00	580.00	579.60	
5044 Benefit - Dental/Vision Insur		3,837.00	3,696.00	3,655.00	2,006.00	3,655.00	6,111.95	
5045 Worker Compensation		19,066.00	19,166.00	22,266.00	10,832.00	20,800.00	22,877.51	
5050 FICA		8,727.00	11,518.00	13,410.00	6,059.00	13,000.00	13,745.02	
5055 Unemployment Insurance		1,581.00	2,645.00	1,463.00	589.00	1,200.00	1,267.00	
5056 Employment Training Tax		0.00	0.00	0.00	13.00	20.00	28.00	
5060 Clothing Allowance		1,323.00	2,171.00	1,610.00	855.00	1,610.00	1,026.00	
5069 Accrued Payroll Taxes Expense		36.00	-206.00	0.00	-2.00	0.00	0.00	
5080 Hiring Costs		1,812.00	635.00	50.00	1,872.00	2,500.00	2,000.00	New hire costs
5081 Compensated Absences Payable		-987.00	2,583.00	0.00	0.00	0.00	0.00	
5101 Office Supplies		1,795.00	1,360.00	525.00	599.00	750.00	1,000.00	
5102 Operating Supplies		995.00	3,854.00	3,300.00	1,188.00	3,300.00	3,300.00	
5103 Postage		4,295.00	3,139.00	3,700.00	3,091.00	6,500.00	6,500.00	Increased postage direct charged
5104 Printing - Forms		1,208.00	1,242.00	1,900.00	924.00	1,200.00	1,300.00	
5106 Promotional		83.00	93.00	590.00	0.00	0.00	0.00	
5108 Streets		0.00	1,000.00	4,000.00	0.00	0.00	1,000.00	
5109 Chemicals		32,304.00	27,121.00	32,675.00	16,121.00	28,000.00	30,000.00	
5112 Legal		135.00	928.00	2,500.00	0.00	1,000.00	1,000.00	
5115 Contract/Professional Services		13,358.00	8,223.00	43,500.00	1,253.00	8,000.00	40,000.00	Carryforward \$30K for rate study
5119 Safety Supplies & Equipment		1,268.00	2,977.00	2,150.00	1,210.00	3,000.00	2,500.00	
5120 Cell Phones		778.00	1,137.00	1,415.00	675.00	1,415.00	2,162.31	
5121 Telephone - Pager		2,082.00	2,510.00	2,000.00	1,540.00	2,310.00	2,500.00	
5122 Travel and Training Expense		4,732.00	554.00	4,000.00	315.00	2,000.00	3,000.00	New OITs training and tests
5123 Automobile - Transportation		1,552.00	1,163.00	2,500.00	113.00	1,200.00	1,200.00	Decreased based on actual use
5127 Publications - Books		222.00	139.00	575.00	106.00	250.00	500.00	

City of Rio Dell

08 - SEWER

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5126 Dues & Memberships	84.00	82.00	0.00	85.00	85.00	85.00	
5127 License	1,130.00	768.00	800.00	360.00	800.00	1,200.00	
5130 Rents - Leases	2,392.00	2,448.00	2,105.00	1,461.00	2,500.00	2,500.00	
5131 Records Maintenance	62.00	40.00	196.00	25.00	50.00	100.00	
5135 Maintenance - Repair	42,701.00	18,674.00	35,000.00	16,536.00	30,000.00	25,000.00	Decreased budget reduction
5138 Office Equipment - P.W.	1,526.00	132.00	800.00	492.00	800.00	1,000.00	New computers and workstations
5139 Equipment	10,805.00	6,828.00	6,000.00	6,561.00	8,000.00	7,000.00	
5141 General Liability Insurance	19,082.00	19,935.00	17,817.00	19,413.00	19,413.00	19,500.00	
5143 Property Insurance	3,580.00	4,634.00	2,915.00	7,801.00	7,801.00	7,960.00	
5144 Emp Practice Liab Insurance	1,557.00	1,586.00	1,141.00	1,667.00	1,667.00	1,750.00	
5150 Electricity	153,754.00	132,796.00	101,434.00	98,106.00	130,000.00	136,500.00	5% Increase included
5151 Natural Gas	25,566.00	23,846.00	22,000.00	13,656.00	20,500.00	21,525.00	
5152 Water	31,322.00	16,574.00	19,560.00	2,132.00	5,000.00	5,000.00	Not sure why this has decreased
5154 Garbage	0.00	163.00	0.00	0.00	0.00	0.00	
5162 Medical	148.00	60.00	490.00	0.00	60.00	500.00	
5164 Regulatory Fees	8,262.00	9,704.00	8,600.00	10,279.00	12,000.00	12,000.00	Increased regulatory oversight
5165 Property Tax Assessment	2,385.00	2,456.00	2,443.00	2,441.00	2,441.00	2,500.00	
5171 Computer Software	1,258.00	9.00	500.00	3.00	500.00	500.00	
5173 Computer Maintenance -	2,007.00	1,310.00	2,805.00	720.00	2,000.00	2,000.00	
5174 Web Design Services	465.00	143.00	375.00	321.00	375.00	375.00	
5212 Gas & Oil	5,253.00	7,084.00	4,017.00	4,761.00	6,600.00	6,600.00	Increased based on actual usage
5213 Vehicle Repair	2,833.00	3,936.00	2,500.00	3,062.00	6,000.00	3,000.00	
5215 Public Works - Small Tools	1,946.00	2,941.00	2,500.00	1,383.00	2,500.00	2,500.00	
5225 Public Works - Lab Testing	20,702.00	22,269.00	26,800.00	9,187.00	20,000.00	26,800.00	
5227 Public Works - Equip. Repair	15,967.00	14,874.00	15,500.00	10,522.00	15,500.00	15,500.00	
5229 Public Works - Equip. Rental	1,825.00	1,791.00	3,500.00	1,007.00	2,000.00	2,000.00	
5430 Fines/Penalties	0.00	0.00	1,000.00	0.00	0.00	1,000.00	
5514 Engineering	1,149.00	6,668.00	1,000.00	136.00	500.00	1,000.00	
5520 Improvements	0.00	0.00	1,000.00	0.00	0.00	0.00	
<b>Total Expenditures</b>	<b>599,808.00</b>	<b>583,206.00</b>	<b>643,150.00</b>	<b>358,885.00</b>	<b>592,352.00</b>	<b>678,985.28</b>	

City of Rio Dell

Expenditures	6/30/2018	6/30/2019	6/30/2020	2/29/2020	6/30/2020	FY 2020-21	Notes/Adjustments
	Actual	Actual	Budget	Y-T-D Actual	Estimated	Proposed	
09 - WATER							
5000 Full Time Salaries	83,257.00	128,212.00	136,325.00	82,924.00	128,500.00	137,919.65	
5026 Part Time Temporary Salaries	0.00	0.00	2,469.00	0.00	2,000.00	6,295.02	
5030 Overtime Salaries	1,792.00	4,235.00	1,850.00	489.00	1,850.00	4,692.56	
5035 Benefit - ICMA City 457	8,607.00	13,373.00	14,281.00	7,730.00	13,400.00	13,959.52	
5040 Benefit - Health Insurance	18,388.00	28,535.00	32,436.00	16,196.00	28,600.00	28,281.13	
5042 Benefit - Life Insurance	346.00	388.00	432.00	284.00	426.00	436.00	
5044 Benefit - Dental/Vision Insur	2,316.00	3,481.00	3,710.00	1,749.00	3,500.00	2,979.00	
5045 Worker Compensation Insurance	15,045.00	17,760.00	19,431.00	11,604.00	18,400.00	21,050.97	
5050 FICA	7,209.00	10,805.00	11,710.00	6,645.00	10,800.00	12,663.45	
5055 Unemployment Insurance	907.00	1,810.00	1,107.00	662.00	1,107.00	987.00	
5056 Employment Training Tax	0.00	0.00	0.00	15.00	18.00	10.00	
5060 Clothing Allowance	1,150.00	1,395.00	1,200.00	336.00	1,200.00	1,200.00	
5069 Accrued Payroll Taxes Expense	154.00	-314.00	0.00	-2.00	0.00	0.00	
5080 Hiring Costs	904.00	487.00	60.00	15.00	250.00	250.00	
5081 Compensated Absences Payable	-20.00	3,704.00	0.00	0.00	0.00	0.00	
5101 Office Supplies	1,447.00	871.00	800.00	608.00	800.00	850.00	
5102 Operating Supplies	1,223.00	1,542.00	6,100.00	632.00	2,000.00	4,000.00	
5103 Postage	2,586.00	2,434.00	3,700.00	1,884.00	3,300.00	3,700.00	
5104 Printing - Forms	1,057.00	1,547.00	1,900.00	950.00	1,900.00	1,900.00	
5105 Advertising	83.00	76.00	450.00	0.00	100.00	450.00	
5108 Streets	0.00	1,165.00	4,000.00	0.00	0.00	4,000.00	
5109 Chemicals	13,626.00	13,981.00	29,300.00	14,938.00	29,300.00	20,000.00	
5112 Legal	2,822.00	2,619.00	10,000.00	377.00	4,000.00	5,000.00	
5115 Contract/Professional Services	16,377.00	3,408.00	45,000.00	2,369.00	8,000.00	38,000.00	
5119 Safety Supplies & Equipment	537.00	1,297.00	1,350.00	741.00	2,500.00	2,500.00	Carryforward \$30K for rate study
5120 Cell Phones	1,134.00	810.00	1,860.00	675.00	1,350.00		
5121 Telephone - Pager	2,010.00	2,443.00	2,000.00	1,501.00	2,430.00	2,600.00	
5122 Travel and Training Expense	982.00	1,409.00	7,500.00	375.00	1,500.00	2,500.00	
5123 Automobile - Transportation	547.00	1,482.00	2,450.00	372.00	1,500.00	2,450.00	

City of Rio Dell

09 - WATER

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5125 Publications - Books	75.00	701.00	600.00	110.00	600.00	600.00	
5126 Dues & Memberships	85.00	1,712.00	1,900.00	85.00	1,900.00	1,900.00	
5127 License	431.00	340.00	2,500.00	315.00	2,500.00	2,500.00	
5130 Rents - Leases	2,399.00	2,461.00	1,700.00	1,471.00	3,000.00	3,000.00	
5131 Records Maintenance	63.00	40.00	200.00	25.00	100.00	200.00	
5135 Maintenance - Repair	33,820.00	33,521.00	60,540.00	23,658.00	40,000.00	40,000.00	
5138 Office Equipment - P.W.	362.00	132.00	0.00	251.00	350.00	150.00	
5139 Equipment	6,201.00	7,652.00	7,000.00	89.00	7,000.00	7,500.00	
5141 General Liability Insurance	17,174.00	20,821.00	10,584.00	20,275.00	20,275.00	20,880.00	
5143 Property Insurance	3,222.00	4,840.00	1,731.00	8,148.00	8,148.00	8,400.00	
5144 Emp Practice Liab Insurance	1,402.00	1,656.00	678.00	1,741.00	1,741.00	1,800.00	
5150 Electricity	9,882.00	29,957.00	76,751.00	18,520.00	32,800.00	34,440.00	
5151 Natural Gas	254.00	285.00	265.00	162.00	280.00	300.00	
5153 Sewer	38,597.00	47,532.00	19,560.00	11,852.00	20,320.00	20,950.00	
5154 Garbage	184.00	163.00	100.00	0.00	100.00	100.00	
5162 Medical	59.00	0.00	300.00	0.00	150.00	300.00	
5164 Regulatory Fees	8,700.00	9,568.00	8,000.00	10,140.00	10,140.00	12,000.00	
5171 Computer Software	854.00	9.00	1,500.00	3.00	1,000.00	1,500.00	
5173 Computer Maintenance -	3,192.00	1,193.00	3,423.00	684.00	2,000.00	3,000.00	
5174 Web Design Services	486.00	150.00	460.00	336.00	460.00	500.00	
5212 Gas & Oil	4,783.00	6,933.00	6,000.00	4,078.00	6,120.00	6,500.00	
5213 Vehicle Repair	2,833.00	3,562.00	3,700.00	5,621.00	8,000.00	4,000.00	
5215 Public Works - Small Tools	1,477.00	1,548.00	2,000.00	711.00	2,000.00	2,000.00	
5217 License	0.00	0.00	0.00	0.00	0.00	0.00	
5225 Public Works - Lab Testing	3,590.00	4,754.00	11,700.00	2,240.00	5,000.00	11,700.00	
5227 Public Works - Equip. Repair	3,610.00	5,003.00	5,800.00	1,209.00	5,800.00	5,800.00	
5229 Public Works - Equip. Rental	0.00	71.00	250.00	0.00	250.00	250.00	
5514 Engineering	15,343.00	2,822.00	1,500.00	0.00	1,500.00	1,800.00	
<b>Total Expenditures</b>	<b>343,564.00</b>	<b>436,381.00</b>	<b>570,163.00</b>	<b>265,793.00</b>	<b>450,265.00</b>	<b>510,744.29</b>	

City of Rio Dell

10 - PLANNING

Expenditures

	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5000 Full Time Salaries	43,485.00	34,686.00	25,210.00	16,251.00	25,210.00	25,887.86	
5035 Benefit - ICMA City 457	5,061.00	3,924.00	2,823.00	1,883.00	2,823.00	2,779.80	
5040 Benefit - Health Insurance	4,480.00	3,445.00	2,043.00	1,495.00	2,043.00	2,209.00	
5042 Benefit - Life Insurance	177.00	128.00	63.00	69.00	70.00	72.00	
5044 Benefit - Dental/Vision Insur	412.00	310.00	0.00	120.00	120.00	161.00	
5045 Worker Compensation	1,308.00	900.00	4,941.00	460.00	920.00	1,464.00	
5050 FICA	3,799.00	3,093.00	2,145.00	1,474.00	2,145.00	2,230.56	
5055 Unemployment Insurance	282.00	218.00	152.00	110.00	152.00	123.00	
5056 Employment Training Tax	0.00	0.00	0.00	2.00	2.00	2.00	
5069 Accrued Payroll Taxes Expense	26.00	-136.00	0.00	0.00	0.00	0.00	
5101 Office Supplies	220.00	253.00	485.00	54.00	250.00	450.00	
5102 Operating Supplies	14.00	38.00	150.00	13.00	50.00	150.00	
5103 Postage	396.00	258.00	395.00	90.00	250.00	350.00	
5104 Printing - Forms	1,102.00	1,223.00	2,200.00	527.00	1,200.00	1,200.00	
5106 Promotional	0.00	307.00	50.00	0.00	0.00	50.00	
5112 Legal	2,038.00	812.00	1,200.00	30.00	1,000.00	1,200.00	
5115 Contract/Professional Services	346.00	1,795.00	300.00	30.00	300.00	5,300.00	Increased for Housing Element
5119 Safety Supplies & Equipment	0.00	0.00	0.00	11.00	20.00	20.00	
5120 Cell Phones	597.00	702.00	700.00	355.00	700.00	490.00	
5121 Telephone - Pager	30.00	20.00	120.00	13.00	26.00	50.00	
5122 Travel and Training Expense	622.00	0.00	750.00	43.00	200.00	750.00	
5123 Automobile - Transportation	112.00	9.00	1,250.00	0.00	100.00	250.00	
5125 Publications - Books	3.00	4.00	250.00	1,283.00	1,283.00	250.00	
5126 Dues & Memberships	403.00	53.00	350.00	22.00	60.00	150.00	
5128 Employee Relations	0.00	0.00	25.00	0.00	0.00	0.00	
5130 Rents - Leases	444.00	445.00	595.00	64.00	450.00	450.00	
5131 Records Maintenance	78.00	85.00	105.00	48.00	100.00	100.00	
5135 Maintenance - Repair	163.00	109.00	300.00	6.00	100.00	300.00	
5138 Office Equipment	0.00	0.00	1,100.00	411.00	1,100.00	500.00	

City of Rio Dell

<b>10 - PLANNING</b>	<b>6/30/2018</b>	<b>6/30/2019</b>	<b>6/30/2020</b>	<b>2/29/2020</b>	<b>6/30/2020</b>	<b>FY 2020-21</b>	<b>Notes/Adjustments</b>
<u>Expenditures</u>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Y-T-D Actual</b>	<b>Estimated</b>	<b>Proposed</b>	
5141 General Liability Insurance	848.00	886.00	1,454.00	863.00	863.00	1,000.00	
5143 Property Insurance	159.00	206.00	238.00	347.00	347.00	350.00	
5144 Emp Practice Liab Insurance	69.00	71.00	93.00	74.00	74.00	100.00	
5150 Electricity	104.00	115.00	300.00	81.00	160.00	165.00	
5151 Natural Gas	14.00	16.00	34.00	9.00	20.00	20.00	
5152 Water	102.00	150.00	97.00	97.00	140.00	150.00	
5153 Sewer	64.00	49.00	87.00	24.00	50.00	50.00	
5164 Regulatory Fees	0.00	0.00	2,000.00	0.00	0.00	2,000.00	
5171 Computer Software	41.00	0.00	200.00	0.00	200.00	200.00	
5173 Computer Maintenance -	967.00	977.00	1,193.00	713.00	1,100.00	1,100.00	
5174 Web Design Services	21.00	6.00	350.00	14.00	50.00	350.00	
5610 Bad Debt	0.00	3,364.00	0.00	0.00	0.00	0.00	
<b>Total Expenditures</b>	<b>67,987.00</b>	<b>58,521.00</b>	<b>53,748.00</b>	<b>27,086.00</b>	<b>43,678.00</b>	<b>52,424.21</b>	



City of Rio Dell

11 - BUILDING

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5000 Full Time Salaries	36,770.00	31,193.00	57,260.00	36,295.00	57,260.00	58,905.32	
5035 Benefit - ICMA City 457	4,249.00	3,512.00	6,383.00	4,167.00	6,383.00	6,284.68	
5040 Benefit - Health Insurance	4,159.00	3,282.00	5,378.00	3,892.00	5,378.00	5,813.00	
5042 Benefit - Life Insurance	150.00	114.00	144.00	157.00	171.00	171.00	
5044 Benefit - Dental/Vision Insur	412.00	310.00	0.00	361.00	481.00	482.00	
5045 Worker Compensation	984.00	754.00	11,171.00	924.00	1,848.00	1,346.00	
5050 FICA	3,188.00	2,775.00	4,869.00	3,287.00	4,930.00	5,072.71	
5055 Unemployment Insurance	239.00	196.00	347.00	252.00	347.00	280.00	
5056 Employment Training Tax	0.00	0.00	0.00	6.00	6.00	6.00	
5069 Accrued Payroll Taxes Expense	3.00	-112.00	0.00	0.00	0.00	0.00	
5101 Office Supplies	301.00	106.00	347.00	58.00	300.00	350.00	
5102 Operating Supplies	13.00	36.00	95.00	21.00	95.00	50.00	
5103 Postage	249.00	210.00	75.00	13.00	75.00	75.00	
5104 Printing - Forms	652.00	367.00	136.00	147.00	300.00	300.00	
5106 Promotional	0.00	3.00	30.00	0.00	0.00	10.00	
5112 Legal	87.00	0.00	500.00	0.00	350.00	500.00	
5115 Contract/Professional Services	335.00	4,549.00	2,000.00	1,381.00	2,000.00	2,000.00	
5119 Safety Supplies & Equipment	0.00	0.00	0.00	10.00	20.00	20.00	
5120 Cell Phones	458.00	631.00	350.00	797.00	1,100.00	1,120.00	
5121 Telephone - Pager	28.00	19.00	55.00	12.00	28.00	30.00	
5122 Travel and Training Expense	323.00	334.00	3,000.00	1,622.00	2,000.00	3,000.00	
5123 Automobile - Transportation	532.00	276.00	1,000.00	276.00	500.00	1,000.00	
5125 Publications - Books	3.00	4.00	1,500.00	4.00	10.00	50.00	
5126 Dues & Memberships	303.00	118.00	295.00	280.00	725.00	300.00	
5128 Employee Relations	0.00	0.00	25.00	0.00	0.00	0.00	
5130 Rents - Leases	438.00	438.00	585.00	60.00	440.00	440.00	
5131 Records Maintenance	155.00	163.00	187.00	96.00	180.00	180.00	
5135 Maintenance - Repair	158.00	108.00	400.00	5.00	50.00	200.00	
5138 Office Equipment	0.00	0.00	1,000.00	411.00	1,000.00	200.00	

City of Rio Dell

Expenditures	6/30/2018		6/30/2019		6/30/2020		2/29/2020		6/30/2020		FY 2020-21		Notes/Adjustments
	Actual	Actual	Actual	Budget	6/30/2020	Y-T-D Actual	Estimated	Proposed					
11 - BUILDING													
5141 General Liability Insurance	788.00	823.00	1,454.00		801.00	800.00	850.00						
5143 Property Insurance	148.00	191.00	238.00		322.00	322.00	350.00						
5144 Emp Practice Liab Insurance	64.00	65.00	93.00		69.00	69.00	75.00						
5150 Electricity	96.00	107.00	185.00		75.00	150.00	175.00						
5151 Natural Gas	13.00	15.00	25.00		8.00	16.00	25.00						
5152 Water	97.00	127.00	205.00		82.00	130.00	140.00						
5153 Sewer	60.00	42.00	105.00		20.00	40.00	48.00						
5164 Regulatory Fees	379.00	914.00	220.00		190.00	220.00	220.00						
5167 Seismic Fees	24.00	0.00	165.00		0.00	0.00	165.00						
5171 Computer Software	39.00	0.00	100.00		0.00	500.00	100.00						
5173 Computer Maintenance -	74.00	46.00	84.00		25.00	80.00	50.00						
5174 Web Design Services	19.00	6.00	200.00		13.00	50.00	100.00						
5513 Building Expense	0.00	0.00	0.00		150.00	150.00	0.00						
7000 Transfer to City Manager	0.00	0.00	0.00		0.00	0.00	3,265.00						Transfer for 2% City Manager Salary
<b>Total Expenditures</b>	<b>55,990.00</b>	<b>51,722.00</b>	<b>100,206.00</b>		<b>56,289.00</b>	<b>88,504.00</b>	<b>93,748.71</b>						

City of Rio Dell

12 - CITY COUNCIL

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5101 Office Supplies	196	98	97	20	95	100	
5102 Operating Supplies	31	49	20	9	20	20	
5103 Postage	6	12	45	-	45	45	
5104 Printing - Forms	195	145	26	-	-	150	
5105 Advertising	-	-	-	306	306	300	
5106 Promotional	1,661	2,766	1,700	551	1,700	4,000	
5112 Legal	5,265	5,857	10,126	718	5,000	5,000	
5115 Contract/Professional Services	-	-	751	-	750	750	
5122 Travel and Training Expense	4,263	5,502	125	2,350	5,000	8,000	
5123 Automobile - Transportation	750	1,422	1,100	865	1,100	1,100	
5126 Dues & Memberships	-	-	2,754	-	2,754	2,754	
5135 Maintenance - Repair	-	-	-	-	-	-	
5138 Office Equipment	326	-	-	-	-	-	
5141 General Liability Insurance	-	-	643	-	600	600	
5143 Property Insurance	-	-	100	-	100	100	
5173 Computer Maintenance -	-	-	9,800	-	-	5,000	Chromebooks/IT
5174 Web Design Services	-	95	251	-	100	100	
5900 RDFD and Library Water/Sewer	4,780	4,263	5,900	2,784	4,775	5,000	
<b>Total Expenditures</b>	<b>17,473</b>	<b>20,209</b>	<b>33,438</b>	<b>7,603</b>	<b>22,345</b>	<b>33,019</b>	

ALLOCATION BY FUND							TOTAL
000	020	024	050	060			
General	Gas Tax	TDA	Sewer	Water			
Fund	Fund	Fund	Fund	Fund			
35%	3%	2%	30%	30%			100%
11,557	991	660	9,906	9,906			33,019

City of Rio Dell

14 - CAPITAL PROJECTS

Revenue	6/30/2018 Actual	6/30/2019 Actual	6/30/2019 Budget	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
4310 Interest Income	58.00	241.00	0.00	0.00	5.00	0.00	0.00	
4516 Sewer - Debt Service	315,539.00	327,174.00	302,899.00	302,899.00	217,969.00	315,000.00	320,000.00	Fund 054
4540 Sewer - Replacement Reserve	97,080.00	100,671.00	97,076.00	97,076.00	67,054.00	98,000.00	100,000.00	Fund 052
4570 Sewer - Assmt Dist #1 Current	27,584.00	0.00	28,500.00	0.00	0.00	0.00	0.00	
4571 Sewer - Assmt Dist #1 - Prior	670.00	1,848.00	0.00	0.00	744.00	0.00	0.00	
4615 Water - Debt Service	171,700.00	174,414.00	172,821.00	172,821.00	117,649.00	172,821.00	200,000.00	Fund 061
4616 Water - Debt Service Restricted	34,338.00	-61,358.00	34,562.00	34,562.00	23,529.00	26,161.00	0.00	Fund 061 Reserve met
4729 Deferred Revenue	91.00	-627.00	0.00	0.00	0.00	0.00	0.00	
4765 Grant Rest. DWSRF	405,560.00	0.00	0.00	0.00	0.00	0.00	0.00	
4768 SWRCB - PROP 1	0.00	189,036.00	433,300.00	0.00	60,457.00	0.00	0.00	
4935 Gain/Loss on Disposal of Assets	0.00	13,500.00	0.00	0.00	0.00	0.00	0.00	Fund 070 Based on actual grant amount
<b>Total Revenue</b>	<b>1,052,620.00</b>	<b>744,899.00</b>	<b>1,069,158.00</b>	<b>607,358.00</b>	<b>487,407.00</b>	<b>611,982.00</b>	<b>620,000.00</b>	
<b>Expenditures</b>								
5103 Postage	2.00	0.00	0.00	0.00	0.00	0.00	0.00	
5106 Promotional	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00	
5112 Legal	183.00	0.00	0.00	0.00	0.00	0.00	0.00	
5115 Contract/Professional Services	60,625.00	4,617.00	4,500.00	91,400.00	33,559.00	0.00	0.00	
5135 Maintenance - Repair	0.00	0.00	6,500.00	6,500.00	0.00	0.00	0.00	
5163 Property Tax Admin Fees	128.00	0.00	0.00	0.00	0.00	0.00	0.00	
5171 Computer Software: RIMS Law	0.00	0.00	0.00	85,000.00	58,427.00	85,000.00	0.00	
5173 Computer Maintenance -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5225 Public Works - Lab Testing	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	
5410 Interest Expense	133,630.00	128,372.00	302,899.00	0.00	0.00	0.00	0.00	
5514 Engineering	100,081.00	168,312.00	433,300.00	0.00	42,370.00	0.00	0.00	302,934.00
5610 Bad Debt	5,854.00	3,453.00	0.00	0.00	3,294.00	0.00	0.00	
5702 Depreciation- Building &	11,179.00	8,598.00	0.00	0.00	0.00	0.00	0.00	
5705 Depreciation - Mach & Equip	24,004.00	45,437.00	0.00	0.00	0.00	0.00	0.00	
5710 Depreciation - Infrastructure	716,665.00	757,641.00	0.00	0.00	0.00	0.00	0.00	
6000 Fixed Asset - Equipment	49,647.00	13,420.00	150,075.00	22,000.00	9,537.00	0.00	0.00	
6100 Fixed Asset - CH Council	9,849.00	4,492.00	20,000.00	0.00	0.00	0.00	0.00	
6200 Fixed Asset - Forklift	174,511.00	62,593.00	80,974.00	32,000.00	9,030.00	0.00	0.00	
6300 Fixed Asset - Heavy Equipment	0.00	3,581.00	0.00	0.00	0.00	0.00	0.00	
6400 Fixed Asset - Vehicles	4,930.00	35,782.00	41,000.00	0.00	0.00	0.00	0.00	

6500 Infrastructure	1,253,143.00	389,003.00	1,512,126.00	1,575,232.00	102,000.00	0.00
6525 Building and Improvements	297,359.00	7,979.00	28,517.00	0.00	0.00	0.00
6600 Fixed Asset - Land Improvements	0.00	50,830.00	60,000.00	0.00	0.00	0.00
6700 Fixed Asset - Debt Service	30,000.00	0.00	0.00	438,899.00	0.00	0.00
<b>Total Expenditures</b>	<b>2,873,790.00</b>	<b>#####</b>	<b>2,641,391.00</b>	<b>2,251,031.00</b>	<b>269,009.00</b>	<b>85,000.00</b>

City of Rio Dell

18 - STREETS

Expenditures	6/30/2018		6/30/2019		6/30/2020		2/29/2020		6/30/2020		FY 2020-21		Notes/Adjustments
	Actual		Actual		Budget		Y-T-D	Actual	Estimated	Proposed			
5000 Full Time Salaries	35,555		45,430		43,863		28,887		43,863		38,911		
5026 Part Time Temporary Salaries	-		-		3,383		-		-		3,148		
5030 Overtime Salaries	237		568		1,880		120		500		500		
5035 Benefit - ICMA City 457	3,273		3,990		2,969		2,607		3,990		4,024		
5040 Benefit - Health Insurance	7,295		17,215		16,000		9,307		14,960		13,986		
5042 Benefit - Life Insurance	136		216		194		134		194		174		
5044 Benefit - Dental/Vision Insur	923		1,986		1,794		1,179		1,790		1,556		
5045 Worker Compensation Insurance	6,600		6,323		6,833		4,157		6,833		9,890		
5050 FICA	2,980		3,591		2,784		2,367		3,860		3,624		
5055 Unemployment Insurance	750		919		411		284		411		408		
5056 Employment Training Tax	-		-		-		6		8		8		
5060 Clothing Allowance	148		190		434		35		300		320		
5069 Accrued Payroll Taxes Expense	(10)		(124)		-		(2)		-		-		
5080 Hiring Costs	237		26		-		4		4		20		
5081 Compensated Absences Payable	(1,178)		594		-		-		-		-		
5101 Office Supplies	51		22		301		5		100		150		
5102 Operating Supplies	423		450		1,200		153		500		1,200		
5103 Postage	43		8		20		-		20		20		
5104 Printing - Forms	11		11		159		7		50		50		
5105 Advertising	23		-		187		-		50		50		
5108 Streets	11,868		11,183		27,930		1,995		27,930		28,000		
5112 Legal	-		319		850		290		850		850		
5115 Contract/Professional Services	50,967		51,255		51,876		51,929		52,000		52,722		Transit service
5119 Safety Supplies & Equipment	197		321		806		393		800		800		
5120 Cell Phones	1,134		958		528		594		1,000		1,000		
5121 Telephone - Pager	413		815		1,701		453		900		1,000		
5122 Travel and Training Expense	35		-		250		170		300		250		
5123 Automobile - Transportation	47		29		150		1		50		50		
5125 Publications - Books	-		-		9		-		20		10		

City of Rio Dell

Expenditures	6/30/2018			6/30/2019			6/30/2020			2/29/2020			6/30/2020			FY 2020-21		
	Actual			Actual			Budget			Y-T-D	Actual	Estimated	Proposed	Notes/Adjustments				
<b>18 - STREETS</b>																		
5126 Dues & Memberships	19		18	101	19					20			20					
5130 Rents - Leases	11		-	780	-					780			780					
5131 Records Maintenance	11		11	81	7					20			20					
5135 Maintenance - Repair	2,591		3,003	6,301	4,181					6,300			6,300					
5138 Office Equipment - P.W.	25		36	130	-					100			100					
5139 Equipment	47		2,051	1,200	-					1,200			1,200					
5141 General Liability Insurance	2,756		-	6,241	-					6,240			6,240					
5143 Property Insurance	517		-	1,021	-					1,020			1,020					
5144 Emp Practice Liab Insurance	225		-	400	-					400			400					
5150 Electricity	22,317		21,734	24,501	11,310					22,000			23,100					
5151 Natural Gas	77		84	126	50					100			100					
5152 Water	7,832		6,627	4,932	6,252					9,370			9,000					
5154 Garbage	-		246	-	-					-			-					
5162 Medical	16		-	60	-					20			20					
5164 Regulatory Fees	408		247	90	159					250			250					
5171 Computer Software	-		2	76	-					400			100					
5173 Computer Maintenance - Support	-		-	414	-					50			100					
5174 Web Design Services	-		-	126	-					50			100					
5212 Gas & Oil	1,356		1,918	2,980	994					2,000			2,500					
5213 Vehicle Repair	773		972	1,800	813					1,800			1,800					
5215 Public Works - Small Tools	388		145	2,200	241					500			2,000					
5217 License	-		-	9	-					-			10					
5227 Public Works - Equip. Repair	922		537	1,755	35					1,000			1,000					
5229 Public Works - Equip. Rental	43		-	-	-					-			-					
5514 Engineering	4,200		10,463	3,908	3,657					6,000			4,000					
<b>Total Expenditures</b>	<b>166,692</b>		<b>194,389</b>	<b>225,744</b>	<b>132,793</b>					<b>220,903</b>			<b>222,881</b>					

City of Rio Dell

18 - STREETS

Expenditures

	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
ALLOCATION BY FUND							
020			024	026	021		TOTAL
Gax Tax			TDA	RSTP	SB 1		
Fund			Fund	Fund	Fund		
	24%		34%	12%	30%	100%	
	40,838		110,576	20,419	51,048	222,881	



City of Rio Dell

19 - FACILITIES & GROUNDS

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5000 Full Time Salaries	25,949	31,232	48,046	34,021	48,046	48,532	
5026 Part Time Temporary Salaries	-	-	6,587	-	-	-	
5030 Overtime Salaries	-	2,833	2,600	3,290	4,935	7,000	
5035 Benefit - ICMA City 457	2,174	2,821	4,610	3,090	4,726	4,853	
5040 Benefit - Health Insurance	2,807	13,475	19,567	12,587	18,880	18,536	
5042 Benefit - Life Insurance	65	189	233	185	233	251	
5044 Benefit - Dental/Vision Insur	512	1,691	2,164	1,591	2,164	2,020	
5045 Worker Compensation	4,397	4,564	7,649	5,266	7,649	6,510	
5050 FICA	2,146	2,565	4,533	2,992	4,533	4,778	
5055 Unemployment Insurance	495	728	737	421	631	488	
5056 Employment Training Tax	-	-	-	10	10	10	
5060 Clothing Allowance	-	-	651	929	929	420	
5069 Accrued Payroll Taxes Expense	(47)	(32)	-	(2)	-	-	
5080 Hiring Costs	56	-	-	-	-	-	
5081 Compensated Absences	9	1,070	-	-	-	-	
5101 Office Supplies	46	35	-	27	35	35	
5102 Operating Supplies	41	40	-	341	375	375	
5103 Postage	3	4	17	-	-	-	
5104 Printing - Forms	27	37	40	18	20	20	
5106 Promotional	-	4	33	-	-	-	
5107 Memorial Park Expense	92	392	1,103	-	500	500	
5109 Chemicals	-	-	80	-	-	-	
5112 Legal	-	-	100	-	-	-	
5115 Contract/Professional Services	627	80	-	32	80	80	
5119 Safety Supplies & Equipment	-	-	157	12	100	150	
5120 Cell Phones	756	626	516	357	535	488	
5121 Telephone - Pager	36	257	46	152	228	230	
5122 Travel and Training Expense	-	-	10	85	100	100	
5123 Automobile - Transportation	-	-	16	-	-	-	

City of Rio Dell

19 - FACILITIES & GROUNDS

Expenditures	6/30/2018 Actual	6/30/2019 Actual	6/30/2020 Budget	2/29/2020 Y-T-D Actual	6/30/2020 Estimated	FY 2020-21 Proposed	Notes/Adjustments
5125 Publications - Books	3	4	13	5	5	5	
5126 Dues & Memberships	1	1	-	1	1	1	
5130 Rents - Leases	261	263	157	96	260	265	
5131 Records Maintenance	1	-	17	-	-	20	
5135 Maintenance - Repair	8,105	3,216	3,651	1,809	3,500	3,500	
5136 Parks Maintenance - Repair	-	343	2,024	229	2,000	2,000	
5139 Equipment	-	-	800	-	-	-	
5141 General Liability Insurance	909	949	1,451	924	924	950	
5143 Property Insurance	170	221	587	372	372	380	
5144 Emp Practice Liab Insurance	74	75	230	79	79	80	
5150 Electricity	425	1,214	1,110	437	1,250	1,300	
5151 Natural Gas	15	17	40	10	20	20	
5152 Water	7,280	7,327	1,073	5,434	7,420	7,420	
5171 Computer Software	44	-	-	-	-	-	
5173 Computer Maintenance -	85	53	70	29	70	70	
5174 Web Design Services	22	7	297	15	30	30	
5212 Gas & Oil	-	-	500	-	-	100	
5215 Public Works - Small Tools	24	18	151	-	-	150	
5227 Public Works - Equip. Repair	32	-	800	-	800	800	
5229 Public Works - Equip. Rental	-	-	500	-	-	500	
<b>Total Expenditures</b>	<b>57,642</b>	<b>76,319</b>	<b>112,966</b>	<b>74,844</b>	<b>111,440</b>	<b>112,967</b>	

ALLOCATION BY FUND				TOTAL
000	020	024	050	060
General Fund	Gas Tax Fund	TDA Fund	Sewer Fund	Water Fund
30%	7%	3%	30%	30%
33,890	7,908	3,389	33,890	33,890
				100%
				112,967

FY 2020-21 Summary of Capital & Special Projects

ACCOUNT	PROJECT NAME AS ADOPTED	PROJECT NAME G/L	Gen Fund (000)	Gas Tax (020)	TDA (024)	Sewer (052)	Water (062)	Grants	TOTAL
<b>GENERAL FUND PROJECTS</b>									
6500 14 000 0000	Asphalt Street Resurfacing	GF Subsidy Streets Maint. & Repair	150,000						150,000
6500 14 000 0000	Slurry Seal (carryover)	GF Subsidy Streets Maint. & Repair	140,000						140,000
	RIMS Law Enf. Software (carryover)		26,000						26,000
	Gateway Sign Rehabilitation	Repairs and Maintenance	22,500						22,500
	Gateway Landscape Rehabilitation	Repairs and Maintenance	12,000						12,000
	City Hall Generator	City Hall Improvements	50,000						50,000
	City Hall Camera Enhancements	City Hall Improvements	20,000						20,000
	Two (2) Police Vehicles	Vehicle Replacement	90,800						90,800
<b>WASTEWATER PROJECTS AND EQUIPMENT</b>									
6200 14 052 0000	Boiler Repair	WWTP Projects				15,000			15,000
	SCADA Programming	WWTP Projects				5,000			5,000
6500 14 052 0000	I&I Reductions	WWTP I & I Reductions				30,000			30,000
	Public Works Utility Vehicle	Two (2) PW Vehicle Replacement	3,800	3,800	3,800	26,600			38,000
<b>WATER PROJECTS AND EQUIPMENT</b>									
6200 14 062 0000	Painter St Tank SCADA & Solar						11,000		11,000
6500 14 062 0000	Water Meter Replacement	WA Plant Projects					12,000		12,000
5135 14 062 0000	Water Storage Tank Cleaning & Insp.	WA Plant Projects					7,000		7,000
	PG&E Separate Meter						5,000		5,000
	Backwash Flow Meter	WA System Projects					10,000		10,000
	Public Works Utility Vehicle	Two (2) PW Vehicle Replacement	3,800	3,800	3,800	26,600			38,000
<b>TOTAL ALL PROJECTS</b>			<b>518,900</b>	<b>7,600</b>	<b>7,600</b>	<b>76,600</b>	<b>71,600</b>		<b>682,300</b>

UPDATED 2020

Staff Update for 6/16/2020

Police Department

The Department had the following statistics for the period of May 27, 2020 to June 9, 2020. This period of time saw a significantly higher than average number of calls for service, an above average number of reports, and a significantly higher than average number of arrests compared to last year. The increase in calls for service, reports and arrests during the shelter in place order suggests that a portion of the community is no longer abiding by the order and may be taking advantage of the jail not being able to accept prisoners for most crimes. The summation of Calls for Service may be greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Conner	42	2	1
Beauchaine	17	2	2
Landry	64	14	8
Mitchell	61	5	3
Fielder	71	2	0
Totals	224	25	16
Averages	16 per day	12.5 per week	8.0 per week
2019 Yearly Average	6.4 per day	10.3 per week	4.6 per week

Calls or Service at 355 Center Street

Type	Date	Time	Location	Primary Officer	Case #
FU	05/29/2020	22:05:28	355 CENTER ST	CL613	
FU	05/30/2020	16:22:43	355 CENTER ST	R002	
CITIZEN	05/31/2020	15:42:27	355 CENTER ST	R007	
FU	06/01/2020	11:50:18	355 CENTER ST	R007	
FU	06/03/2020	18:38:46	355 CENTER ST	CL613	
FU	06/03/2020	19:42:04	355 CENTER ST	CL613	
FU	06/03/2020	23:16:03	355 CENTER ST	CL613	
VI	06/03/2020	23:19:10	355 CENTER ST	CL613	
FU	06/04/2020	19:37:23	355 CENTER ST	CL613	
UNK	06/05/2020	08:02:10	355 CENTER ST	6R9CF	
FU	06/05/2020	17:50:53	355 CENTER ST	CL613	
VI	06/07/2020	02:16:52	355 CENTER ST	LM614	

FU – Follow up or uncharacterized contact

VI – Parked vehicle investigation

Citizen – Citizen requesting contact

Unk – Unknown issue

CL613 – Officer Crystal Landry

R002 – Sergeant John Beauchaine

R007 – Chief Jeff Conner  
LM614 – Officer Logan Mitchell  
6R9CF – Officer Charlie Fielder

During the period May 27, 2020, to June 9, 2020, there were five calls for service related to animal control issues. Two dogs and two cats were transported to Miranda's Rescue.

On May 27, Officer Fielder spoke with a man who had two kayaks stolen in Eureka. He noticed that a man who claimed to live in Rio Dell was trying to sell two kayaks that appeared to be identical to the ones stolen from him. He requested our assistance when he made contact, should these in fact be his kayaks. Unfortunately, the man was unable to speak with the seller. However, Officer Landry located the seller, conducted a probation search, and arrested him for possession of heroin. As part of writing the man a citation, she asked his address and the man provided. The following day, Sergeant Beauchaine, Officer Landry and Officer Mitchell all conducted a probation search at this location. They did not contact the kayak seller, but did locate one of the stolen kayaks. It was seized as stolen property and eventually returned to the rightful owner.

On June 1, 2020, two twelve-year-olds reported that a fourteen-year-old girl had gotten into a car with an unknown adult, despite their efforts to stop her. The adult also allegedly tried to force one of the twelve-year-olds into the car, but she claimed that she was able to escape with the assistance of her friend. Officers Landry and Fielder worked to try and locate the missing girl including broadcasting a description of the adult and his vehicle to the local law enforcement agencies. The step-mother of the girl posted on Facebook that she had been kidnapped and this brought the attention of the media. On June 2, 2020, the Department released a statement to the press. Shortly thereafter, Sergeant Beauchaine located the missing girl at a friend's house in Scotia. Additional investigation indicated that there had never been an adult or a vehicle involved and that this was an elaborate plot so that the fourteen-year-old could run away from home.

On June 9, 2020, Officer Landry responded to a report of two men who had been fighting, but were now separated. When she arrived she learned that the fight was the result of a love triangle with the two men and a woman. The husband had come to his wife's boyfriend's house to talk to her. He may or may not have had a knife in his hand. The two men got into a fight. While they were wrestling on the ground, the boyfriend bit the husband on the underside of his chin, removing a portion of his flesh. This ended the fight. The boyfriend was cited for assault and battery.

#### Code Enforcement

During the period of May 27, 2020 through June 9, 2020, the Department opened five new junk vehicle cases. Three of these vehicles are parked at a property on Berkeley that is the subject of a Notice of Nuisance and Order to Abate. During the same time period, the Department closed one case. This vehicle was moved from public property onto private property. As the vehicle does not appear to have any value, we will try and contact the property owner and see if he/she would like the vehicle disposed of at no cost. There were eleven open cases at the end of the time period that this report covers.


During the period of May 27, 2020, to June 9, 2020, the Department opened two new code enforcement cases. Both cases were for work done without permits. One of the property owners has since come in and obtained the necessary permit. There were 58 open cases at the end of this reporting period.


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



For Meeting of: June 16, 2020

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager 

Date: June 10, 2020

Subject: Text Amendment Chapter 15, Buildings and Construction RDMC  
Ordinance No. 388-2020; Agricultural Exempt Buildings

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**Recommendation:**

That the City Council:

1. Receive staff's report regarding amending Chapter 15, Section 15.05 of the Rio Dell Municipal Code (RDMC) to allow for Building Permit Exemptions for Agricultural Buildings; and
2. Introduce (first reading) Ordinance No. 388-2020 amending Chapter 15 "Construction Codes" of the Rio Dell Municipal Code (RDMC) to incorporate California Building Code exemptions and to establish agricultural building exemptions; and
3. Open the public hearing, receive public input and deliberate; and
4. Continue consideration, approval and adoption of the proposed Ordinance to your meeting of July 7, 2020 for the second reading and adoption.

## **Discussion**

Staff was recently contacted by a local contractor who was inquiring about the permitting process for a barn in the Rural (R) zoning designation through an Agricultural Exemption process. Humboldt County and likely many other jurisdictions allow Building Permit Exemptions for Agricultural Buildings as defined in Section 202 of the California Building Code (CBC). Although the City has issued Permits for Agricultural Exempt Buildings in the past, staff is recommending the City codify the process.

Agricultural buildings are defined by Section 202 of the California Building Code as “a structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. This structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated or packaged; nor shall it be a place used by the public.”

A copy of a draft Letter of Acknowledgement is included as Attachment 1. The Letter of Acknowledgement basically requires the applicant to acknowledge the limited and allowed uses of an Agricultural Exempt building.

Agricultural Exempt Buildings would only be allowed in the Rural and Natural Resource land use designations. Both designations allow general agriculture as principally permitted uses.

Agricultural Exempt Buildings are not subject to the construction requirements of the California Building Code (CBC). A plot plan and floor plan are the only submittal requirements. There is no Plan Check or inspections unless electricity and/or plumbing is proposed. Staff verifies setbacks on the plot plan and on the site. The fee for Agricultural Exempt Buildings is \$150.00 per building. The fee is already included in the adopted Fee Schedule.

Staff is also recommending that the California Building Code exemptions identified in Section 105.2 be included in the Rio Dell Municipal Code as well. Staff is recommending that the exemptions including the Agricultural Building exemption be codified as Section 15.05.030.

**Attachment 1: Letter of Acknowledgement**

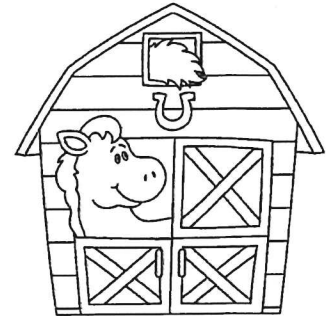
**Attachment 2: Draft Ordinance No. 388-2020**

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



## LETTER OF ACKNOWLEDGEMENT Agricultural Exempt Structures

As defined in Chapter 2, Section 202, of the California Building Code, agricultural buildings are structures designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. These structures shall not be a place of human habitation or a place of employment where agricultural products are processed, treated, or packaged, nor shall it be a place used by the public.



Section 15.05.030(14) of the Rio Dell Municipal Code allows an exception to the Building Permit requirements for structures that meet the definition of an agricultural building on lands zoned Rural and Natural Resources

### Agricultural Exempt Buildings:

- Shall not have finished interiors, heat or air conditioning, or bathroom facilities; and
- Shall meet all setback requirements including the requirements of the City's Environmentally Sensitive Habitat Area regulations; and
- Shall comply with all provisions of the City's Flood Damage Prevention Ordinance; and
- The building will be used to house farm implements, hay, grain, poultry, livestock, or other horticultural products; and
- The building will not be a place of human habitation.

I acknowledge and certify that the proposed building is intended and will be used as an Agricultural Exempt building in compliance with Section 15.05.030(14) of the Rio Dell Municipal Code and the above provisions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_



**ORDINANCE NO. 388-2020**



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL  
AMENDING CHAPTER 15 “CONSTRUCTION CODES” OF THE RIO DELL MUNICIPAL  
CODE (RDMC) TO INCORPORATE CALIFORNIA BUILDING CODE EXEMPTIONS  
AND TO ESTABLISH AGRICULTURAL BUILDING EXEMPTIONS.**

**THE CITY COUNCIL OF THE CITY OF RIO DELL ORDAINS AS FOLLOWS:**

**WHEREAS** staff was recently contacted by a local contractor who was inquiring about the permitting process for a barn in the Rural (R) zoning designation through an Agricultural Exemption process; and

**WHEREAS** Humboldt County and likely many other jurisdictions allow Building Permit Exemptions for Agricultural Buildings as defined in Section 202 of the California Building Code (CBC); and

**WHEREAS** although the City has issued Permits for Agricultural Exempt Buildings in the past, staff is recommending the City codify the process; and

**WHEREAS** agricultural buildings are defined by Section 202 of the California Building Code as “a structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. This structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated or packaged; nor shall it be a place used by the public.”; and

**WHEREAS** agricultural Exempt Buildings would only be allowed in the Rural and Natural Resource land use designations; and

**WHEREAS** staff is also recommending that the California Building Code exemptions identified in Section 105.2 be included in the Rio Dell Municipal Code as well; and

**WHEREAS** included with the adoption of the 2019 California Building Standards Codes is the adoption of the 2018 International Property Maintenance Code (IPMC); and

**WHEREAS** the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is not a Project which has the potential for causing a significant effect on the environment under Title 14 of the California Code of Regulations, Section 15061(b)(3). No further environmental review is necessary.

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

**Section 1.**

Chapter 15.05 of the Rio Dell Municipal Code is hereby amended to read in as follows:

Chapter 15.05  
Construction Codes

Sections

15.05.010 Administration  
15.05.020 Building Codes.  
15.05.030 ~~Fees for permits and inspections.~~ Work Exempt from Permit.  
15.05.040 ~~Person may do own work.~~ Fees for permits and inspections.  
15.05.050 ~~Penalty.~~ Person may do own work.  
15.05.060 Penalty.

15.05.030

Work Exempt from Permit

Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

Building:

(1) One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 120 square feet (11 m<sup>2</sup>).

(2) Fences not over 7 feet (2134 mm) high.

(3) Oil derricks.

(4) Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.

(5) Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.

(6) Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade, and not over any basement or story below and are not part of an accessible route.

(7) Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.

(8) Temporary motion picture, television and theater stage sets and scenery.

(9) Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L) and are installed entirely above ground.

(10) Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.

(11) Swings and other playground equipment accessory to detached one- and two-family dwellings.

(12) Window awnings in Group R-3 and U occupancies, supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.

(13) Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.

(14) Agricultural buildings, other than milking barns, not intended for the use of the general public, on lands zoned Rural and Natural Resources. The Building Inspector shall issue an exemption upon confirming that the subject parcel is so zoned, and that all set-backs or other requirements will be observed.

Agricultural buildings are defined by Section 202 of the California Building Code as “a structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. This structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated or packaged; nor shall it be a place used by the public.”

## **Section 2. Severability**

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

**Section 3. Limitation of Actions**

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

**Section 4. Effective Date**

This ordinance becomes effective thirty (30) days after adoption.

**I HEREBY CERTIFY** that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on June 16, 2020 and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the July 7, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Ordinance No. 388-2020 which was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on July 7, 2020.

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Karen Dunham, City Clerk, City of Rio Dell