



RIO DELL CITY COUNCIL AGENDA
REGULAR MEETING - 6:30 P.M.
TUESDAY, JUNE 18, 2019
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

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



In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Assistance listening devices are now available for the hearing impaired. Please see the City Clerk for a receiver.

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

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

F. CONSENT CALENDAR

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

- 1) 2019/0618.01 - Approve Minutes of the June 4, 2019 Regular Meeting
(ACTION)

- 2) 2019/0618.02 - Authorize Finance Director to sign and submit Regional Surface Transportation Program (RSTP) claim for Fiscal Year 2017-2018 **(ACTION)** 16
- 3) 2019/0618.03 - Approve Resolution No. 1426-2019 Extending Employee Contracts through June 30, 2020 **(ACTION)** 24
- 4) 2019/0618.04 – Approve Scope of Services from Hamanaka Painting Co. for painting of the Painter St. Tank in the amount of \$24,867.71 **(ACTION)** 29
- 5) 2019/0618.05 – Approve Climate Action Plan (CAP) Memorandum of Understanding and authorize Mayor to sign **(ACTION)**48
- 6) 2019/0618.06 – Receive and File Check Register for May **(ACTION)** 56

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

- 1) 2019/0618.07- City Manager/Staff Update **(RECEIVE & FILE)** 60

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

- 1) 2019/0618.08 - Presentation – Recology Eel River – Approve Annual Rate Adjustment **(DISCUSSION/POSSIBLE ACTION)** 65
- 2) 2019/0618.09 - Presentation – Humboldt Waste Management Authority 77

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) 2019/0618.10 - Review and approve process for filling vacated City Council seat **(DISCUSSION/POSSIBLE ACTION)** 79
- 2) 2019/0618.11 - Approve Resolution No. 1425-2019 adopting the Fiscal Year 2019-20 Operating and Capital Budget and Personnel Allocation Table **(DISCUSSION/POSSIBLE ACTION)** 81

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

- 1) 2019/0618.12 - Second Reading (by title only) and adoption of Ordinance No. 376-2019 amending Section 8.10 of the Rio Dell Municipal Code (RDMC) creating the Nuisance Advisory Committee and replacing the Nuisance Hearing Committee with a Nuisance Hearing Officer **(DISCUSSION/POSSIBLE ACTION)** 114

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, July 2, 2019 at 6:30 p.m.*

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
JUNE 4, 2019**

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

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

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

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

Conference with Labor Negotiator – Designated Representatives: 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)
The City Council recessed into closed session at 5:30 p.m. with City Manager Knopp.

The Council reconvened into open session at 6:30 p.m.

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

PUBLIC PRESENTATIONS

Rick Pelren provided a brief update on the senior exercise group and on the meeting at the Winema Theater in Scotia opposing the Humboldt Wind Energy Project.

Susan Nessen, 475 Painter St. addressed the Council regarding the City's wastewater rates and said that she has a private well and because of it, is being penalized by being charged a sewer rate based on five (5) units of water. She commented that she has a household of one (1) and pays the same as a neighbor that has a household of twelve (12). She asked the City Council to come up with a fair sewer rate for services on private wells.

Mary Burns, 502 Fourth Ave. addressed the Council regarding the problem with the junk cars in her neighborhood. She said over the last few weeks, the police department tagged the vehicles and the owners since then have dismantled some of them and stacked them on top of each other. She said it is a mockery of the police department and a laughing stock of the community. She said that something needs to be done in a timelier manner to address the problem.

CONSENT CALENDAR

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

Councilmember Wilson removed consent calendar Item No. 5 *Employment Agreement for Interim Finance Director Services*, for separate discussion.

Motion was made by Woodall/Richter to approve the consent calendar including approval of the minutes of the May 8, 2019 Study Session; approval of the minutes of the May 14, 2019 Special meeting; approval of Resolution No. 1424-2019 approving appointment of representatives to SCORE (Small Cities Organized Risk Effort); approval of the MOU with County of Humboldt for assistance with the CDBG Program Administration; authorizing the Acting Finance Director to sign and submit the City's Annual TDA Claim; and to receive and file the Check Register for April 2019. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Employment Agreement for Interim Finance Director Services and authorize City Manager to sign

Councilmember Wilson referred to the agreement for the Interim Finance Director and said that during the recruitment process for a permanent Finance Director he would like the Council to take a serious look at the idea of keeping the position on a 24/hr. per week basis, perhaps through contract services.

City Manager Knopp commented that the Interim Finance Director would be doing an assessment of the finance department staffing and exploring potential options.

Motion was made by Wilson/Woodall to approve the employment agreement for Interim Finance Director Services and authorize the City Manager to sign the agreement. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager Knopp provided an overview of the Staff Update and added that he discussed with Paula Mushrush, options related to CDBG projects.

Councilmember Strahan asked for a start date for the ATP Project.

City Manager Knopp explained that RFP's would be going out in time for the 2020 construction season.

Councilmember Woodall referred to the three (3) felony arrests reported in the police department staff report and asked Chief Conner if the suspects are typically booked and released or held in custody.

Chief Conner noted that they are usually held in custody.

Councilmember Woodall commended the public works department for doing a fantastic job mowing the city right-of-ways and parks today.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Review of draft letter to the County identifying the City's concerns regarding the Humboldt Wind Energy Project, authorizing the Mayor to sign and directing staff to submit letter to the County

Councilmember Wilson recused himself from discussion of this item as an employee of Humboldt Redwood Company (HRC) and left the room.

Mayor Garnes announced that the discussion of this item would be limited to a total of 30 minutes and asked that speakers wanting to state their position only provide new information rather than repeat the same information previously provided.

Community Development Director Caldwell provided a brief staff report and said in the draft letter to the County of Humboldt regarding the EIR for the Humboldt Wind Energy Project, staff attempted to capture all of the concerns expressed at the May 7 and May 14 City Council meetings. He explained that the primary concerns were related to visual impacts and the fact that the energy generated would be transmitted to the Central Valley. He noted that there were a number of other concerns associated with the proposed project, including timberland conversion, biological impacts, increased fire danger, significant amounts of grading, erosion, geologic stability and sediment discharges into the Eel River. He said that staff expanded on the concerns in the 9-page draft letter to the County.

Councilmember Strahan said that she thought it was a great letter and very concise and as such, there was no reason to include the City Council minutes as an attachment to the letter.

Mayor Garnes opened the discussion up for public comment and asked speakers to limit their comments to three (3) minutes.

A First Ave. resident noted that she attended the meeting in Scotia and asked where the water is going to come from for the project. She expressed concern that the vibrations from the turbines would sift out the heavy metals from the soil, which could end up in the aquifers.

Natalie Delap, community liaison for Terra Gen addressed the Council and agreed that the project is a for-profit project and that there are impacts but through the CEQA process, people are able to learn about the project and any potential impacts. She commented that there have been various public meetings including one on May 28th in Ferndale with 3,000 post cards sent out to every resident in Ferndale, Rio Dell and Scotia. She said that there was an oppositional town hall meeting in Scotia last night but she was not invited. She expressed concerns about some of the comments in the City's draft letter with regard to fewer businesses wanting to relocate in Rio Dell, reduction in home values and the comment about the project being fast-tracked. She indicated that she had contacted several of the new cannabis business owners and they said that they had no problem with the project. She also argued that home values would not be affected and that the project was not being fast-tracked noting that they have been studying the project for more than two years. Regarding tax credits, she said there are tax credits that are going to be phased out at the end of 2019 that Terra Gen would like to take advantage of to reduce the overall cost of the project. She asked the City Council to give them a fair shot in moving forward.

Rick Pelren commented that Terra Gen is spreading lies by saying that the cannabis business applicants were contacted. He said that he was not contacted and if he had been contacted he would have said "hell no" to the project.

Danita Hoisenton noted that she owns 130 acres at the Humboldt Rio Dell Business Park and that she was not contacted by anyone from Terra Gen.

Tawny Morse emphasized the importance for the City Council to put their attention in the right direction, which is to the landowners. She pointed out that if there is no host; there is no project. In addition, the City Council and concerned citizens should reach out to their local supervisors as voices do mean something. She noted that the property owners set to gain from the project are the Town of Scotia and a wealthy property owner in Ferndale.

Mayor Garnes closed public comment and turned the discussion back to the Council.

Councilmember Strahan commented that there was a woman at the meeting in Scotia that was giving suggestions on how to write letters to the County regarding the project and she was impressed with the City's draft letter.

Councilmember Richter noted that he recently sold his home in Rio Dell and disagreed that that project would have no effect on property values. He said he was fortunate to receive an offer above his asking price but if the wind turbines were present, he probably would not have as the buyers were impressed with the natural surroundings.

Motion was made by Woodall/Richter authorizing the Mayor to sign the letter and directing staff to submit the letter as drafted to the County identifying the City's concerns regarding the Humboldt Wind Energy Project. Motion carried 4-0.

City Manager Knopp encouraged citizens to submit comments on the draft EIR to the County Building and Planning Department at 3015 H. St., Eureka.

Community Development Director Caldwell noted that the public comment period was extended to June 14, 2019 at 5:00 p.m.

Councilmember Wilson returned to the meeting and took his seat on the dais.

Review and approval of top four (4) Retail Cannabis Proposals

Mayor Garnes said that she was pleased to see the City receive six (6) retail cannabis proposals. She said that the Adhoc committee met and reviewed the proposals and narrowed the selection down to the top four (4) proposals.

She announced that the discussion/presentations would be limited to a total of 30 minutes with 5 minutes allowed for the applicants and 3 minutes for members of the public.

Community Development Director Caldwell provided a brief staff report and said the Council directed staff to issue a Request for Proposals (RFP) to identify up to three (3) retail cannabis operators in the Town Center (TC) zone. The RFP was released on April 11th with the final date for submittal May 10th. Six (6) proposals were received which were presented to Council at the May 17th meeting. At that time, staff requested that the Council provide any questions regarding the proposals to staff by May 29th in which no questions or requests for additional information was received.

He further explained that an Adhoc committee was established consisting of the two members of the Council, the City Manager and the Community Development Director. The committee evaluated the proposals and ranked them primarily on experience, financial capital, interior and exterior design and business model/plan of operation. The proposals were ranked as follows:

1. Rio Dell Remedies
2. Element 7
3. Proper Wellness
4. Humboldt Legacy
5. MedBuddy
6. Café Joint

Community Development Director Caldwell explained that the primary reason Café Joint ranked No. 6 was that one of the partners pulled out and subsequently withdrew his offer on the Green Bean building.

The applicants were invited to provide brief presentations to the Council.

JUNE 4, 2019 MINUTES
Page 6

Representatives from Rio Remedies began by thanking the Council for opening up the Town Center to retail cannabis and introduced their team. They reviewed the principles of Rio Dell Remedies and said their plan is to open an herb store and provide classes to teach people how to make their own herbal remedies. Humboldt County is the home to cannabis experts; they are deeply rooted here and want to showcase their products. In reality, Rio Dell should be a cannabis destination place to bring people here, stay and take classes.

Councilmember Strahan asked if 371/375 Wildwood Avenue was the new building location or an additional location.

It was explained that they toured both 105 Wildwood Ave. (The Currier Building) and 471/475 Wildwood Ave. and it was determined that the Currier Building needed too much work and rehabilitation of the building would result in displacing 15 tenants. Weighing those factors, it made more sense to go with 371/375 Wildwood Ave.

Councilmember Strahan asked if they would be selling things other than herbal remedies such as opioids and if there would be an age limit on their clientele.

They indicated that they would not be selling opioids but offering other types of herbal-based remedies. As far as age limitations, anyone could purchase herbs. State law would be followed for other products. The existing building has two separate entrances and addresses so one side of the building would be for herbal remedies and the other for retail cannabis products.

Councilmember Wilson asked if abandoning the Currier building and changing locations would have any effect on the Adhoc committee's recommendation.

Community Development Director Caldwell explained that it would not change the outcome of the results because it would not change their plan of operation.

One of the applicants pointed out that 371/375 Wildwood Ave. was not on the market at the time their proposal was submitted.

Danita Hoisington from Element 7 addressed the Council and commented that her family has lived in Humboldt County for five generations and currently owns the former Mozzetti 130 acre Ranch in Metropolitan and that they are here to stay.

Josh Black, the head of marketing and licensing with Element 7 stated that Element 7 is a holistic wellness cannabis dispensary focused on healing properties of medical cannabis and reassured the Council that they are engaging the local community wherever possible in their business venture and will be applying best compliance practices. They purchased 307 Wildwood Ave., which they will be renovating and creating a positive change for the community. Element 7 is based out of San Francisco and Los Angeles but 80 percent of

JUNE 4, 2019 MINUTES
Page 7

their staff will be from Humboldt County. He added that they are well-funded and that their intent is not to compete with other cannabis businesses but to collaborate with them. He said he thinks Rio Dell could be a positive cannabis community and that they would like to be the most tax tested retailer and would appreciate the opportunity to do business in Rio Dell.

Councilmember Wilson questioned their interest in the Green Bean.

Josh Black responded that they put in an offer and 10 days later, they got into a bidding war noting that the owner indicated that they wanted to sell to someone else. He said that later they were contacted by the realtor to say that the sale fell through and asked if they were still interested. He said they discussed their options and decided to stay with 307 Wildwood Ave.

Councilmember Strahan asked for clarification on the reference in their proposal regarding point of sale (POS).

It was explained that employees would have different levels of access.

Representative of Proper Wellness addressed the Council and noted that they submitted an RFP for the City of Eureka and were successful and have been in operation there for three months. They have advertising on three billboards along Highway 101 and feature nine Humboldt County farms. Sixteen farms now have displays in their Eureka store and their goal is to make brands familiar to the community. They said that they were looking forward to opening a store in Rio Dell.

Councilmember Wilson asked where they would be located.

They indicated that they were looking a 195 Wildwood Ave. but that they were waiting to enter into a lease agreement pending the City Council's final decision on the proposals.

Mayor Pro Tem Woodall asked where they were located in Eureka.

They responded that they were located between on 5th St. next to Cloney's Pharmacy.

Councilmember Strahan asked if they would be set up along the lines of a smoke shop.

It was explained that their goal is to inspire wellness which is the reason they chose the name *Proper Wellness Center*. They want to help achieve wellness and discourage putting harmful things into the body. Their focus is on craft cannabis and like supporting farms with proper packaging on their products.

Mayor Garnes asked if there would be any consumption on site.

They indicated that there would be no consumption on site because it is not allowed under the RFP noting that the State does allow it with local approval.

There was no one present representing *Humboldt Legacy*.

Rick Pelren, owner of *MedBuddy* commented that the group of people submitting proposals are of high caliber and capable of running successful businesses. He said that although the top four proposals are mostly from out of the area, they are indeed the finest proposals and that he thinks the committee made the right choice. He encouraged the businesses to not be tied up with Hardar who would send everything out to Dessert Hot Springs rather than keeping the money local.

Teisha Mechetti from *Café Joint* addressed the Council and explained that she had contacted City staff to inquire about the RFP process and get advice on how to possibly amend the RFP since her partners had backed out of the joint business venture and subsequently the purchase of the Green Bean. She said that she would be honored if the Council would consider her proposal and said that she was local and already vested in the community. She expressed interest in having a drive-thru window option and emphasized her willingness to modify her RFP to include a drive-thru window option if the Council would support it. Her business model would support up to 50 local farmers and as presented, she felt her proposal represented the best short-term plan of operation.

Tawny Morse, owner of the Green Bean addressed the Council and noted that on the other end of the spectrum, the lack of time to plan things out affected how things played out for her. She pointed out that the best interest of the city is to have a business in a ready and functioning location sooner than later. She said that she understands why the City wants to see the dilapidated buildings improved but the hurried nature of the RFP application process compromised the sale options for the individuals who have tried to improve the town while the ones who have allowed their buildings to become eyesores are reaping the reward. She clarified that Element 7 did put in an offer on her property but because there was no proof of funding or adequate time to consider their business plan, she declined the offer and went with *Café Joint*. She said the bidding war did not begin until Element 7 shot their offer through the roof, which they did to blow out the competition. *Café Joint* asked for the opportunity to match Element 7's offer then backed out with concern that their application would not be honored should they change their business location. She noted that her property was for sale prior to adoption of the ordinance allowing cannabis retail but now her sale options are even more limited with a dispensary going in next door to her.

Susan Nessen, 470 Painter St. stated that she is a customer of Humboldt Herbal and would welcome a cannabis wellness center in Rio Dell.

Rhonda Robins, Rio Dell Pizza Factory employee supported cannabis retail sales in the downtown.

Brandy Bremen along with two other members of the public expressed support for *Rio Dell Remedies*.

Kim Phelps from Rio Dell Remedies commented that Rio Dell is an amazing place and thanked the City Council for offering to help make Rio Dell become a destination point for the cannabis industry.

Danita Hoisington from Element 7 said that she had a study done and learned about the history of Rio Dell as a booming town. She said that several of her friends asked her “why Rio Dell” and she said, “why not make Rio Dell the shining light that it should be”.

There being no further public comment, the public hearing closed at 7:45 p.m.

Motion was made by Woodall/Richter to identify the top four proposals as 1) Rio Dell Remedies; 2) Element 7; 3) Proper Wellness Center; and 4) Humboldt Legacy as recommended by the Adhoc committee and authorizing the top three applicants to submit the required Conditional Use Permit applications. Motion carried 4-1; Councilmember Strahan dissented.

Councilmember Strahan explained her reason for casting the dissenting vote and said cannabis is still listed as a Schedule 1 drug by the Federal government and therefore; still illegal.

Councilmember Wilson stated that he has been opposed to retail recreational cannabis from the beginning but Rio Dell Remedies and Element 7 is closer to his vision with its herbal remedies and efforts to bring education into it, particularly regarding opiate use.

Mayor Garnes thanked the applicants and said that she appreciated their efforts and offers to come to Rio Dell and try to boost the City's economy.

Mayor Garnes called for a 5-minute recess.

The meeting reconvened at 7:57 p.m.

Presentation/Discussion of FY 2019/20 Operating and Capital Budget with direction to staff to return on June 18, 2019 for final adoption

City Manager Knopp provided a brief staff report and said that the first budget workshop was held on May 7, 2019 followed by a subsequent meeting on May 14, 2019. He reviewed the changes to the budget since the last budget session, which included \$1,000, added to the Building Department for the purchase of new code books, the rollover over of \$32,000 in unspent streets funds for projects, and \$43,232 in unspent TDA funds allocated for streets projects.

He continued with review of the basic budget summaries and noted that it contained the same information presented on the Budget Summary spreadsheet. He commented this year's focus was to align the budget with the City Council priorities. He pointed out a very clear priority was Code Enforcement and an additional \$30,000 was included in the budget for enhanced abatement process. He said the budget also maintains an increase in the level of staffing in the police department. Another priority was employee recruitment in the police department and by next week, the department will be fully staffed.

City Manager Knopp referred to page 69 of the Council packet, noted a correction in the staffing for a part-time reserve officer and said it should read ".25" rather than ".2". The reserve officer would help fill in for vacation and training time.

He noted that the budget also allocates \$35,000 for an employee compensation study, \$30,000 each for water and wastewater rate studies, \$182,232 in additional funding for street related projects, and the creation of an economic development fund with a \$300,000 transfer from the General Fund (\$46,400) for this year. He noted that the overall change to the fund balances show a net decrease of \$261,805 across all funds, which is a significant improvement from the prior fiscal year.

Councilmember Strahan commented that she did not recall talking about the transfer of \$300,000 for economic development.

City Manager Knopp explained that in terms of economic development, the Council wanted to explore ways to diversify economic development and that staff would be having conversations with the Council on how to do that later. He noted that \$300,000 was allocated to the newly created fund with a budgeted draw down of only \$46,400 for FY 2019-20.

Mayor Garnes and Councilmember Wilson confirmed that the Council did discuss the new fund as the City Manager described, at the Budget Study Session.

City Manager Knopp further explained that the \$46,400 would cover the cost for the County to provide assistance to administer the City's CDBG Program. The remaining funds would be available for the City Council and the City Attorney to determine the best use for those funds whether it is for loans or grants for façade improvements or some other use that is deemed a public benefit. He said some of the money could potentially be used to provide incentives to attract new businesses. He noted that the money could be spent as fast or slow as the Council determines but the goal is to diversify business; not just promote cannabis related business.

Councilmember Wilson asked if the \$12,000 for CDBG assistance was exclusive of the \$46,400.

Acting Finance Director Farley explained the rules and regulations regarding the use of CDBG funds and commented that 17 percent of the revenue received from the payback of CDBG loans goes back into general administration to pay for activities such as the County's assistance to help administer the program.

City Manager Knopp pointed out that a portion of the City Hall Porch project was funded from CDBG and what staff is hoping to do is something far more extensive than the porch project through a broader application, for use of the CDBG Program Income.

Councilmember Strahan referred to the Budget Summary Spreadsheet and asked if the \$3 million sitting in the LAIF account was part of the beginning fund balance.

Acting Finance Director Farley explained that the money in LAIF was included on the Balance Sheet.

City Manager Knopp reviewed staff's recommended action for the Council to provide direction to staff on any changes or corrections to the proposed budget and direct staff to return on June 18, 2019 with the final budget for adoption.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Introduction and First Reading (by title only) of Ordinance No. 376-2019 amending Section 8.10 of the Rio Dell Municipal Code (RDMC) creating the Nuisance Advisory Committee and replacing the Nuisance Hearing Committee with a Nuisance Hearing Officer

City Manager Knopp provided a staff report and said that at the April 16, 2019 priority setting session, the City Council identified Code Enforcement as its top priority for FY 2019-20. At a subsequent Council meeting, staff was directed to return to Council with language to create a neighborhood preservation committee or a nuisance advisory committee. He noted that the Chief of Police drafted language for the Council's consideration with committee composition consisting of two members of the City Council, the Chief of Police, the City Manager, the Community Development Director and two members of the public. In addition, the Chief of Police is recommending that the current Nuisance Hearing Committee be dissolved and that all hearings be covered by a newly created Nuisance Hearing Officer who would be a third party. The concern was that having a hearing committee that was composed of members of the City Council and/or staff who are also in charge of overseeing or enforcing the code.

City Manager Knopp noted that the City has not received any appeals for several years however; as code enforcement ramps up, the City could see more appeals coming forward.

Councilmember Wilson noted that the ordinance is very similar to the previous nuisance ordinance. As far as functionality, he asked if the police department or the code enforcement officer makes the decisions regarding potential violations. He used the example of the

JUNE 4, 2019 MINUTES
Page 12

problem with the excess vehicles on Fourth Ave. and asked if the abatement of those vehicles would be tied up in long bureaucracy.

Chief of Police Conner reviewed the process for abating vehicles and said one method does not cost the City any money but takes approximately two weeks; the other is to pay a towing company to tow the vehicle after expiration of the 72-hour tag, which costs around \$100 per vehicle excluding RV's. He commented that staff was trying to keep costs down and noted that the police department has probably done more enforcement on that particular block of fourth Avenue than anywhere in the City.

Councilmember Wilson commented that he drove by that address and observed that the entire parcel was covered with junk.

Chief of Police Conner indicated that the majority of the vehicles run and have a current license. He explained that the way the code reads is that inoperable vehicles cannot be parked on the street.

Mayor Garnes asked what the City could do to tighten up on enforcement and said the lack of enforcement does affect property values and the ability to attract people to the City.

Chief of Police Conner commented that the Nuisance Advisory Committee could provide direction to the police department on where to direct resources to first.

City Manager Knopp expressed the importance of the committee having regular dialog to make sure information is exchanged between the committee and staff. In addition, the successes of the abatement process need communicated more frequently.

Mayor Pro Tem Woodall noted that the Community Development Director used to provide a spreadsheet of outstanding nuisances to the Committee with the status of each one.

Chief of Police Conner commented that the information is available on Comcade.

Mayor Pro Tem Woodall asked for the number of open cases.

Chief of Police Conner indicated that there are 46 or 47 open cases, some going back as far as five or six years.

Mayor Pro Tem Woodall commented that it seems that the old cases would be a priority and noted that there seems to be a lot of vehicles with expired plates and asked how long it takes to issue a citation.

Chief of Police Conner explained that they could not write a citation on a vehicle, it has to be on a person however; they can tag the vehicles with a 72-hour notice.

problem with the excess vehicles on Fourth Ave. and asked if the abatement of those vehicles would be tied up in long beauracy.

Chief of Police Conner explained that it is not defined in the code, the distance in which a vehicle must be moved to avoid being towed. He also noted that there is the misconception that people can dictate who parks in front of their residence on the street and said that they can't dictate that because it is a public street. He reviewed the time involved in getting a vehicle towed and reiterated that the process could done faster but there is additional cost associated with it.

Councilmember Wilson commented that Code Enforcement is a top priority of the Council and questioned the need to allocate additional funds for code enforcement activities.

Chief of Police Conner explained that the funds were allocated in the budget for vehicle abatement but he was trying to set aside those funds for towing of recreational vehicles since the charge is \$1,500 per vehicle.

City Manager Knopp noted that historically the problem has not been with the lack of funding but more with the lack of staff resources. With the police department being at full staff next week, it should free up some of the Chief's time for code enforcement.

Councilmember Wilson commented that he understands that the police department has bigger things to deal with, but as Mayor Garnes said, code enforcement in the city is a big problem and needs to be addressed.

Chief of Police Conner said that they have been focusing on vehicles on public streets but noted that there are many inoperable vehicles on private property that also need to be abated. He indicated that there is a whole area of other code enforcement issues that need to be addressed noting that they recently sent out thirteen (13) letters. He said that most of the easy things are done so it will get down to dealing with the more difficult problems involving abatement warrants.

Mayor Garnes commented that the Nuisance Advisory Committee should not only be meeting on an "as needed" basis and that regular meeting dates should be set whether they be monthly or bi-monthly.

Councilmember Strahan asked if the City Attorney had reviewed the draft ordinance.

Community Development Director Caldwell indicated that the former Chief of Police drafted the prior ordinance with assistance from the City Attorney.

Councilmember Wilson asked if the City Attorney would be the hearing officer or if a third party would be selected through an RFP process.

Chief of Police Conner commented that the County used hearing officers and local attorneys at reduced rates. For a couple of years they also contracted with McGeorge Law School to conduct the hearings.

City Manager Knopp explained that the Nuisance Advisory Committee would be established after the second reading and adoption of the ordinance.

Mayor Pro Tem Woodall asked how much of the Records Technician time was allocated to code enforcement.

Chief Conner indicated that approximately 25 percent of her time was allocated for code enforcement although he did a majority of the work.

Motion was made by Wilson/Woodall to approve introduction and first reading (by title only) of Ordinance No. 376-2019 amending Section 8.10 of the Rio Dell Municipal Code (RDMC) creating the Nuisance Advisory Committee and replacing the Nuisance Hearing Committee with a Nuisance Hearing Officer and to continue the second reading and adoption to the meeting of June 18, 2019. Motion carried 5-0.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Wilson reported on his attendance at the Redwood Coast Energy Authority (RCEA) meeting and said the budget for this year is \$61 million compared to \$53 million last year. He said that the board is still talking about the idea of offshore wind energy noting that it is still a few year out. He noted that it is a \$400 - \$500 million project and that RCEA budgets \$2.5 million each year to promote greener energy. He commented that the board essentially meets as two agencies; RCEA and CCA (Community Choice Aggregation). He advised the Council to keep a watch on what is going on with RCEA.

Councilmember Woodall commented on lots with tall grass and suggested staff gets in contact with Caltrans regarding mowing their right-of-ways.

Councilmember Richter announced that he would be resigning from the Council at the end of the meeting and thanked everyone for allowing him the opportunity to serve on the Council.

Mayor Garnes thanked staff for their efforts in putting together the agenda material for the meeting.

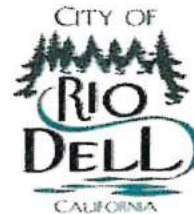
ADJOURNMENT

Motion was made by Garnes/Richter to adjourn the meeting at 8:58 p.m. to the June 18, 2019 regular meeting. Motion carried 5-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk



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

**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 18, 2019**

TO: Mayor and Members of the City Council

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

FROM: Cheryl Dillingham, Interim Finance Director *[Signature]*

DATE: June 18, 2019

SUBJECT: **Authorize Finance Director to sign and submit Regional Surface Transportation Program (RSTP) claim for Fiscal Year 2017-2018 (\$27,451)**

RECOMMENDATIONS

Authorize Finance Director to sign and submit the City's annual Regional Surface Transportation Program claim for RSTP revenues distributed annually by Humboldt County Association of Governments (HCAOG).

BACKGROUND AND DISCUSSION

RSTP funds come from the federal excise tax on gasoline and are distributed each year throughout the County by HCAOG. The City of Rio Dell will receive \$27,451 in RSTP funding for the 2017-18 fiscal year. The funds can be used to support various transportation projects and general streets and roads maintenance. According to HCAOG, the majority of local RSTP funds are applied towards road budgets.

ATTACHMENTS

- FY 2017-18 Annual Report
- HCAOG RSTP Policy and Allocation

Humboldt County Association of Governments

**Regional Surface Transportation Program (RSTP)
Section 182.6(d)(1)**

FY 2017-18

Name and Address of Claimant: CITY OF RIO DELL 675 WILDWOOD AVE. RIO DELL, CA 95562	
Description of Project or Purposes of Expenditures (FY 16-17) Allocation Amount: \$ <u>27,451</u> Streets and Roads Maintenance and Repairs	Est. Cost of Project \$ 27,451
Reporting of Previous RSTP Funds (FY 16-17) Allocation Amount: \$ <u>22,358</u> Streets and Roads Maintenance and Repairs	FY 2017-18 Total Expenditures: \$ 27,451
Previous year carryover	\$ 2,325

Check one to indicate use of funds:

- Street and Road Purposes
- Public Transit - Operating
- Public Transit - Capital
- 2% Bicycle and Pedestrian Account Purposes
- Other:

RSTP funds are being carried over as described:
Unused funds anticipated to be used for street maintenance and repairs in next fiscal year

Statement of Compliance with Exchange Agreement

Pursuant to the Regional Surface Transportation Program Section 182.(d)1 program, the undersigned claimant hereby acknowledges that he/she has received a copy of the Exchange Agreement dated **May 9, 2018** between HCAOG and the State Department of Transportation (Caltrans), and agency agrees to comply with the applicable required conditions contained therein.

Undersigned claimant also acknowledges that jurisdictions receiving State RSTP funds have complied with Section 1220.4(6) *A special fund for the purpose of depositing exchange funds has been established within a jurisdiction's special gas tax street improvement fund or county road fund.*

Authorized Signature _____ Date _____

Cheryl Dillingham, Interim Finance Director
Printed Name and Title

Fiscal Year 2017-18

Regional Surface Transportation Program

Policy and Allocation

Adopted June 2018



Humboldt County Association of Governments
611 I Street, Suite B
Eureka, CA 95501
Phone: 707.444.8208
www.hcaog.net

Background

The Regional Surface Transportation Program (RSTP) was established by California State Statute utilizing Surface Transportation Program Funds that are identified in Section 133 of Title 23 of the United States Code. California Streets and Highways Code Section 182.6(d) was enacted under federal transportation bills, beginning in 1991 with the Intermodal Surface Transportation Efficiency Act (ISTEA) legislation, subsequently under the Transportation Equity Act for the 21st Century (TEA-21) and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

The Federal Aid Urban (FAU) and Federal Aid Secondary (FAS) regulations implemented through Section 182.6(d) were repealed by the federal government through the passage of Moving Ahead for Progress in the 21st Century (MAP-21). However, the FAU/FAS regulations currently remain in State law.

RSTP funds originate from the federal excise tax on gasoline. The State of California distributes the funds to regional agencies and counties based on population. As a rural agency, HCAOG is allowed to participate in an exchange of these federal funds to nonfederal State Highway Account funds. Prior to an annual distribution of funds, an Exchange Agreement is executed between HCAOG and the State Department of Transportation (Caltrans). This exchange allows for greater flexibility with fewer administrative burdens. The County of Humboldt receives RSTP funds through a separate Exchange Agreement.

RSTP funds support a broad range of transportation projects. In the Humboldt region, most are used to augment city and county road budgets. Beginning with the 2007-08 RSTP cycle, HCAOG began setting aside funds for tribal governments. The County of Humboldt has agreed to administer the funds for a single project.

Exchange funds are subject to financial and compliance audits by State of California auditors.

Eligible Projects

The exchange of funds requires agreement to projects defined under Title 23-Section 133 of the Federal Aid for Highway and in accordance with the State of California Constitution. Section 133(b) provides for the following eligible projects:

- (1) Construction, reconstruction, rehabilitation, resurfacing, restoration, and operational improvements for highways (including Interstate highways) and bridges (including bridges on public roads of all functional classifications), including any such construction or reconstruction necessary to accommodate other transportation modes, and including the seismic retrofit and painting of and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and de-icing compositions on bridges and approaches thereto and other elevated structures, mitigation of damage to wildlife, habitat, and ecosystems caused by a transportation project funded under this title.

- (2) Capital costs for transit projects eligible for assistance under chapter 53 of title 49, including vehicles and facilities, whether publicly or privately owned, that are used to provide intercity passenger service by bus.

- (3) Carpool projects, fringe and corridor parking facilities and programs, bicycle transportation and pedestrian walkways in accordance with section 217, and the modification of public sidewalks to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

- (4) Highway and transit safety infrastructure improvements and programs, hazard eliminations, projects to mitigate hazards caused by wildlife and railway-highway grade crossings.
- (5) Highway and transit research and development and technology transfer programs.
- (6) Capital and operating costs for traffic monitoring, management, and control facilities and programs, including advanced truck stop electrification systems.
- (7) Surface transportation planning programs.
- (8) Transportation enhancement activities.
- (9) Transportation control measures listed in section 108 (f)(1)(A) (other than clause (xvi)) of the Clean Air Act (42 U.S.C. 7408 (f)(1)(A)).
- (10) Development and establishment of management systems under Section 303.
- (11) In accordance with all applicable Federal law and regulations, participation in natural habitat and wetlands mitigation efforts related to projects funded under this title, which may include participation in natural habitat and wetlands mitigation banks; contributions to statewide and regional efforts to conserve, restore, enhance, and create natural habitats and wetlands; and development of statewide and regional natural habitat and wetlands conservation and mitigation plans, including any such banks, efforts, and plans authorized pursuant to the Water Resources Development Act of 1990 (including crediting provisions). Contributions to such mitigation efforts may take place concurrent with or in advance of project construction. Contributions toward these efforts may occur in advance of project construction only if such efforts are consistent with all applicable requirements of Federal law and regulations and State transportation planning processes. With respect to participation in a natural habitat or wetland mitigation effort related to a project funded under this title that has an impact that occurs within the service area of a mitigation bank, preference shall be given, to the maximum extent practicable, to the use of the mitigation bank if the bank contains sufficient available credits to offset the impact and the bank is approved in accordance with the Federal Guidance for the Establishment, Use and Operation of Mitigation Banks (60 Fed. Reg. 58605 (November 28, 1995)) or other applicable Federal law (including regulations).
- (12) Projects relating to intersections that—
 - (A) have disproportionately high accident rates;
 - (B) have high levels of congestion, as evidenced by—
 - (i) interrupted traffic flow at the intersection; and
 - (ii) a level of service rating that is not better than “F” during peak travel hours, calculated in accordance with the Highway Capacity Manual issued by the Transportation Research Board; and
 - (C) are located on a Federal-aid highway.
- (13) Infrastructure-based intelligent transportation systems capital improvements.
- (14) Environmental restoration and pollution abatement in accordance with Section 328.
- (15) Control of noxious weeds and aquatic noxious weeds and establishment of native species in accordance with section 329.

Agreement with Jurisdictions

The following administrative requirements are hereby implemented to assure that the agencies receiving the RSTP funds are using the funds properly, and to assure that HCAOG is properly tracking the funds.

1. Project Lists. Each entity shall be required to submit to HCAOG a list of eligible projects on which they expect to expend the funds, prior to funds being distributed by HCAOG. The list shall include the name of all streets and roads with potential projects, the type of project (*rehabilitation, maintenance, etc.*) and the functional classification based on the "annual maintained mileage report" prepared by each agency. (Form is attached)
2. Exchange Agreement Compliance. HCAOG is required to sign an annual Exchange Agreement with the State which states that HCAOG (and project sponsors) agree to comply with required conditions. Therefore, each entity shall receive a copy of the agreement and be required to sign a statement of compliance in order to receive funds. Compliance includes a requirement that a special fund for the purpose of depositing exchange funds has been established within a jurisdiction's special gas tax street improvement funds or county road fund. (Form is attached)
3. Annual Report. Each entity shall be required to submit an annual report before receiving new RSTP funds each annual cycle. The report shall indicate how funds were expended or explain if funds are being carried over for a larger project. (Note: The annual report should agree with the project list submitted, otherwise a written explanation will be required). (Form is attached)

RSTP Formula Distribution

During a normal funding cycle, HCAOG receives instructions from the State to begin the process to exchange the RSTP funds sometime during the calendar year, resulting in an executed Exchange Agreement and receipt of funds by or near June 30 of each fiscal year. HCAOG staff then prepares a draft RSTP Program for stakeholder and public review and discussion at HCAOG Technical Advisory Committee (TAC) and Board meetings. Upon HCAOG Board approval, HCAOG notifies eligible claimants of the amount of available funding per the formula distribution. Funds are then distributed to the County and Cities upon compliance with the Agreement with Jurisdictions, as explained above.

Humboldt County Association of Governments

Regional Surface Transportation Program FY 2017-18

17-18 RSTP Allocation	1,262,110
Balance from County Auditor	<u>+115,176</u>
Total Available to Region	1,377,286
Regional Apportionment	<u>-262,188</u>
Excess Fund Apportionment	\$1,115,098

The **Regional Apportionment** is apportioned to the four former Federal Aid Urban (FAU) and Federal Aid Secondary (FAS) recipients (Arcata, Eureka, Fortuna, and McKinleyville) in 1990-era urbanized proportions. The amount of \$262,188 has remained constant in this formula of distribution.

Of this amount, \$100,000 is taken off of the top and allocated to Humboldt County in exchange for an annual dedication of \$200,000 of County Local Transportation Funds to transit agencies supporting capital improvements. The remaining amount (\$162,188) is then apportioned to the four FAU areas based on the following percentages set in the 1990s:

23.8% Arcata 46.6% Eureka 14.6% Fortuna 15.0% McKinleyville

Regional Apportionment	262,188
Transit Set Aside (County of Humboldt)	(100,000)
Balance	\$162,188
<hr/>	
McKinleyville (County of Humboldt) (15%)	24,328
City of Arcata (23.8%)	38,601
City of Eureka (46.6%)	75,580
City of Fortuna (14.6%)	23,679
Total	\$162,188

The **Excess Fund Apportionment** is apportioned to the County and seven cities and TAC tribal members.

The amount apportioned to the Small Agency program has been based on the population percentages of the four small cities (Blue Lake, Ferndale, Rio Dell and Trinidad) and tribal land populations for tribes that are members of the TAC (Blue Lake Rancheria, Bear River Band of the Rohnerville Rancheria, Hoopa Valley Tribe, Karuk Tribe, Trinidad Rancheria and the Yurok Tribe).

Population data for the small cities is taken from the California Department of Finance (DOF) Table E-1. The North Coast Tribal Transportation Commission provides population data annually. This year the Small Agency Program, based on population, is 9.39% of the Excess Fund (\$104,662).

Small Agency Program based on 9.39% of the Excess Fund Apportionment				
	Population Estimates*	% of Small Agency Program	% of total population **	Allocation
Blue Lake	1,280	10.0%	0.94%	10,495
Ferndale	1,367	10.7%	1.01%	11,208
Rio Dell	3,348	26.2%	2.46%	27,451
Trinidad	340	2.7%	0.25%	2,788
Tribal Areas	6,430	50.4%	4.73%	52,720
Total	12,765	100.0%	9.39%	104,662

* City data from Table E-1, California Department of Finance

*Tribal populations provided by North Coast Tribal Transportation Commission

**Total population (136,002) from Table E-1

The FAU recipients and FAS recipient ratios:

FAU 32.8% (Arcata, Eureka, Fortuna and McKinleyville)

FAS 67.2% (County of Humboldt)

17-18 RSTP Allocation	\$1,262,110
Balance from County Auditor	+\$115,176
Total Available to Region	\$1,377,286
Regional Apportionment	-\$262,188
Excess Fund Apportionment	\$1,115,098
Small Agency Program (9.39%)	-\$104,662
FAU/FAS funds	\$1,010,436

FAU/FAS Funds (Remaining Excess Fund Apportionment)			
	67.2 % of FAS	32.8% of FAU	Allocation
	\$679,013	\$331,423	
County of Humboldt	100%	n/a	679,013
Arcata	n/a	23.8%	78,879
Eureka	n/a	46.6%	154,443
Fortuna	n/a	14.6%	48,388
McKinleyville	n/a	15.0%	49,713
Total	100%	100%	\$1,010,436

RSTP 17-18 Allocations	
County of Humboldt	853,055
Arcata	117,479
Blue Lake	10,495
Eureka	230,023
Ferndale	11,208
Fortuna	72,067
Rio Dell	27,451
Trinidad	2,788
Tribal Governments	52,720
Total	\$1,377,286



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

June 18, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approve Resolution No. 1426-2019 Extending Employee Contracts

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution No. 1426-2019.

BACKGROUND AND DISCUSSION

Contract discussions between all groups, contract employees and the labor ad-hoc committee came to the general consensus that an extension of the existing contracts was most desirable, with some small modifications. The current contract term runs through June 30, 2019. Resolution 1426-2019 will authorize the City manager to extend the contracts through June 30, 2020. All employees will receive a stipend of \$1,040 split between two payments. This amount is considered "one-time" and expires at the end of the contract term. Additionally there are some changes to the uniform program in public works and an extension to the contract for the Chief of Police. Programmed into the budget for the upcoming fiscal year is an analysis of compensation. Finally, the extension also will allow for a more comprehensive look at alternatives and options moving forward for employee health insurance coverage.

///

Resolution No. 1426-2019

EXTENSION OF EMPLOYEE AGREEMENTS TO JUNE 30, 2020

WHEREAS, the Rio Dell Employees Association Memorandum of Understanding (MOU) was last approved June 19, 2018 via Resolution No. 1394-2018 and before that on September 5, 2017 via Resolution No. 1355-2017; and,

WHEREAS, the Rio Dell Peace Officers Association MOU was approved on June 19, 2018 via Resolution No. 1394-2018 and before that on August 1, 2017 via Resolution No. 1349-2017; and,

WHEREAS, the City Clerk Employment Agreement (Agreement) was approved on June 19, 2018 via Resolution No. 1394-2018 and before that on August 1, 2017 via Resolution No. 1349-2017; and,

WHEREAS, the Water and Roads Superintendent Agreement with an execution date on June 19, 2018 via Resolution No. 1394-2018 and before that on December 6, 2016, further amended on Tuesday, May 17, 2017 and extended through June 30, 2018; and

WHEREAS, the Community Development Director Agreement was last approved on June 19, 2018 via Resolution No. 1394-2018 and before that on August 1, 2017 via Resolution No. 1349-2017; and,

WHEREAS, the Chief of Police Agreement was last approved on December 6, 2017; and,

WHEREAS, the Wastewater Superintendent Contract was approved on December 13, 2018.

WHEREAS, all of the aforementioned agreement are collectively referred to herein as the "Employee Agreements."

NOW, THEREFORE IT IS HEREBY RESOLVED as follows:

Authorize the City Manager to sign 2019 labor agreements extension with the following modifications:

1. All Employee Agreements: The requirement that the City maintain equal or greater medical insurance coverage in the event the City elects to change current medical coverage shall be stricken from the Employee Agreements.
2. All Employee Agreements (except Chief of Police Agreement): City shall provide for a one-time stipend of \$1,040 paid in two installments: (1) \$520 the first full pay period following ratification of these agreement and within the FY 2019-20 fiscal year, and (2) \$520 within the first full pay period in December 2019.

3. All Employee Agreements: Except as each Employee Agreement is modified by this Resolution, each of the undersigned agree, and the City manager is hereby authorized, to extend the term of each of the Employee Agreements **through June 30, 2020**.
4. Rio Dell Employee Association MOU: The City Manager may remove Accountant I/II position from RDEA membership.
5. Rio Dell Employee Association MOU: City shall provide employee shirts through Mission Linen (or other similar vendor) that include City logo and name when available. Current clothing allowance to be reduced by \$200.00 per employee. Total cost shall not exceed \$3,000 per annum without management approval. Clarification that City shall provide new rain gear and rubber/neoprene boots once per year. City shall provide all safety equipment as required by law.
6. Rio Dell Employees Association MOU: Compensation Time (as defined in Section [INSERT] of the MOU is increased from 32 hours to 40.
7. Rio Dell Employees Association MOU: Class B Driver's License Requirement is removed for all job descriptions.
8. The Chief of Police Agreement is extended two years to December 31, 2021 – D and E step shall be added to the Salary Schedule.

Each of the undersigned agrees to execute and agree to extensions of the current Employee Agreements with the modifications set forth above.

Rio Dell Employees Association:

Sign and Date _____

Rio Dell Peace Officers Association:

Sign and Date _____

Karen Dunham, City Clerk:

Sign and Date _____

Randy Jensen, Water and Roadways Superintendent:

Sign and Date _____

Derek Taylor, Wastewater Superintendent

Sign and Date _____

Kevin Caldwell, Community Development Director:

Sign and Date _____

Jeff Conner, Chief of Police:

Sign and Date _____

On behalf of the City:

Kyle Knopp, City of Rio Dell

Sign and Date _____

PASSED AND ADOPTED by the City Council of the City of Rio Dell, State of California, on May 14, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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. 1423-2019 approved and adopted by the City Council of the City of Rio Dell on May 14, 2019.


Karen Dunham, City Clerk


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



June 12, 2019

TO: Rio Dell City Council

FROM: Randy Jensen, Water & Roadways Superintendent 

THROUGH: Kyle Knopp, City Manager 

SUBJECT: Approval of Painter Street Storage tank re-coating.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the Scope of Services from Hamanaka Painting Co., INC, to Paint the Painter St Tank (Steel Tank) for the sum of \$24,867.71.

BUDGETARY IMPACT:

Water Capitol Funds Account Code 6500-14-062-0000-9050 with a budget of \$25,000.

BACKGROUND AND DISCUSSION

The City of Rio Dell owns and maintains four water storage tanks as part of the water distribution system. In 2006 the City installed a new 500,000-gal bolted steel tank at the Douglas tank site as well as a new 100,000-gal bolted steel tank at the Dinsmore Tank Site. There is a 250,000-gal Redwood tank that is used for backwashing the Infiltration Gallery however, it can be put online to the distribution system if ever needed. Lastly, there is the 250,000-gal Painter Street Tank (aka Steel Tank) that was originally installed back in 1956. The City has kept up on some of the general exterior maintenance on all the storage tanks and as well as having the interior of the tanks cleaned every 5 to 7 years.

The Painter St Tank is in need of some exterior maintenance and repainting due to the age and the condition of the coating. There are large areas of surface rust developing on the top and sides, as well as some deep pitting and flaking of corrosion at the base of the tank. By repairing the corrosion and painting the tank now, it could prolong its useful life and allow it to be kept in operation until the City can acquire the necessary funds for its replacement.

ATTACHMENTS:

Attachment A - Hamanaka Painting Co. Filter Coating Quote / Scope of work

Attachment B - Painter St Tank Images.

Attachment B





HAMANAKA PAINTING CO., INC

P.O. BOX 6413
EUREKA, CA 95502
PHONE (707) 444-3340
Fax (707) 444-3346
glenn@hamanakapainting.com
hamanakapainting.com

PROPOSAL AND CONTRACT

October 1, 2018

Proposal Submitted To:

City of Rio Dell Painter Street Tank

Work To Be Performed At:

Rio Dell, CA

We hereby propose to perform the labor and the materials necessary for the completion of: See attached scope
All material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workman-like manner for the sum of: 24,867.71 with payments made as follows: _____

Any alteration or deviation from the above stated specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control e.g., weather. Public liability insurance and workman's compensation insurance on work stated above are to be taken out by our insurance company.

"NOTICE TO OWNER"

(Section 7018.5 Contractor's License Law)

Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, material man or other persons who helps improve the property and is not paid for his labor, services, or materials has the right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before the commencement of such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the County Recorder of the county where the property is situated and requiring that a contractor payment bond be recorded in such office. Said bond shall be in the amount not less than fifty percent (50%) of the contract.

Respectfully Submitted:

Glenn Hamanaka

Glenn Hamanaka, President

Per: Hamanaka Painting Co. License #667475

Note – This proposal may be withdrawn if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do work as specified.

DATE: _____

SIGNATURE: _____

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractor's State License Board, and PO Box 26000, Sacramento, CA 95827

Initial: _____

City of Rio Dell Painter Street Tank
Painting Scope of Work

Painting work will be done furnishing labor and materials for the project noted above following standards as set forth by the PDCA (Painting and Decorating Contractors of America) and the AIA (American Institute of Architects) as follows:

Surface / Work Item	Coats	Notes
Ext. Mobilization	1	Coats of the specified material.
Ext. Powerwash	1	Coats of the specified material.
Ext. Preparation	1	Coats of the specified material.
Ext. Metal tank	3	Coats of the specified material.

City of Rio Dell Painter Street Tank
Specific Exclusions

EXCLUDED ITEMS:

We understand the following items are to receive no painting work:

- All floor surfaces and related floor mounted items
- All concrete or other masonry surfaces
- All electrical and mechanical items and related hardware
- All vents, grills, louvers and related surfaces
- All acoustic ceiling surfaces and related hardware

All other surfaces or items not specifically mentioned above
All exterior waterproof caulking.
All work specified to be finished or painted in other sections
All touch up of our finished surfaces due to damage by others
All protection of our surfaces from trade damage
All lead abatement & hazardous material handling
All temporary heat & lighting
All repairs or patching due to moisture or building heat loss
All weather protection

Initial: _____

CLARIFICATIONS:

PREVAILING WAGE? YES HUM-2018-1

Painters wage
Waterblasting wage
Clean Prep wage
Amercoat 370 and PSX One

We understand all landscaping will be cut back away from the house by others prior to starting the project. In the event the landscaping is not cut back to allow at least 3ft. Working space, any time required to tie back plants will be considered additional work for which the customer must approve prior to proceeding with the project.

We understand the customer/contractor will provide color selections at least 15 days before the project begins. In the event the first color selections are changed in color value, tint, tone or shade, the expense for preparing additional color samples will be considered additional service and will be handled in the form of a change order prior to proceeding with color submittal process. At no time will we be held accountable for schedule performance due to delays in color selections and approval process.

We understand all surface are to be in paint ready condition when contractor / customer give notice to proceed. In the event any items are installed after paint has been applied, and the installed items require paint, these items will be considered additional work and will be handled as a change order item accordingly prior to proceeding with painting work.

If Hamanaka Painting Co.,Inc is used as a Sub-Contractor and there is a sub-contract agreement, the statement below must be inserted under the Scope of Work.

HAMANAKA PAINTING CO.,INC's Scope of Work wich includes a list of Exclusions which includes a list of Exclusions and Clarifications all of which are attached hereto and made a part of hereof. In the event of conflict between this Scope of Work and the Contract Documents, the terms of the Scope of Work attachment Shall prevail

Initial: _____

AMERCOAT® 370

DESCRIPTION

Two-component, fast dry multi-purpose epoxy coating

PRINCIPAL CHARACTERISTICS

- Multi-purpose high build epoxy
- Application over a wide range of surface temperatures
- Suitable for immersion in fresh and salt water
- Class A slip resistance for high strength bolted connections

COLOR AND GLOSS LEVEL

- White, Black, Oxide Red, Light Buff, Pearl Gray
- Flat

Note: Epoxy coatings will characteristically chalk and fade upon exposure to sunlight. Light colors are prone to ambering to some extent

BASIC DATA AT 68°F (20°C)

Data for mixed product	
Number of components	Two
Volume solids	66 ± 2%
VOC (Supplied)	max. 2.5 lb/US gal (approx. 300 g/l)
Temperature resistance (Continuous)	To 200°F (93°C)
Temperature resistance (Intermittent)	To 250°F (121°C)
Recommended dry film thickness	4.0 - 6.0 mils (100 - 150 µm) depending on system
Theoretical spreading rate	212 ft ² /US gal for 5.0 mils (5.3 m ² /l for 125 µm)
Shelf life	Base: at least 24 months when stored cool and dry Hardener: at least 24 months when stored cool and dry

Notes:

- See ADDITIONAL DATA - Overcoating intervals
- See ADDITIONAL DATA - Curing time
- Intermittent temperature resistance should be less than 5% of the time, and maximum 24 hours
- Color will drift at elevated temperatures

AMERCOAT® 370

RECOMMENDED SUBSTRATE CONDITIONS AND TEMPERATURES

- Coating performance is, in general, proportional to the degree of surface preparation
- Abrasive blasting is usually the most effective and economical method. When this is impossible or impractical, coating can be applied over mechanically cleaned surfaces
- All surfaces must be clean, dry and free of all contaminants, including salt deposits. Contact PPG for maximum allowable salt containment levels

Mild steel

- Remove all loose rust, dirt, grease or other contaminants by one of the following depending on the degree of cleanliness required: SSPC SP-2, 3, 6, 7 or 10 (ISO 8501-1 St-2, St-3, Sa 1, Sa 2.5). These minimum surface preparation standards apply to steel that has been previously abrasive blasted. The choice of surface preparation will depend on the system selected and end-use service conditions
- For more severe service and immersion, clean to SSPC SP-10 (ISO8501-1 Sa 2.5). Blast to achieve an anchor profile of 2.0 – 4.0 mils (50 – 100 µm) as indicated by a Keane-Tator Surface profile Comparator or Testex Tape. Previously blasted steel may be ultra-high pressure water jetted to SSPC SP WJ-2(L) / NACE WJ-2(L). The wet surface can be dried by blowing with dry compressed air giving special attention to horizontal surfaces and recesses

Concrete

- Prepare in accordance with SSPC SP-13 guidelines
- Abrade surface per ASTM D-4259 to remove all efflorescence and laitance, to expose subsurface voids, and to provide a surface roughness equivalent of 60 grit sandpaper or coarser
- Test for moisture by conducting a plastic sheet test in accordance with ASTM D4263
- Fill voids as necessary with AMERCOAT 114 A epoxy filler

Galvanized steel

- Remove oil or soap film with detergent or emulsion cleaner
- Lightly abrasive blast with a fine abrasive in accordance with SSPC SP-16 guidelines to achieve a profile of 1.5 – 3.0 mils (38 – 75 µm). When light abrasive blasting is not possible, galvanizing can be treated with a suitable zinc phosphate conversion coating.
- Galvanizing that has at least 12 months of exterior weathering and has a rough surface with white rust present may be over-coated after power washing and cleaning to remove white rust and other contaminants
- The surface must have a measurable profile
- A test patch is recommended to determine compatibility and adhesion
- Not recommended over chromate sealed galvanizing without blasting to thoroughly remove chromates. Adhesion problems may occur

Non-ferrous metals and stainless steel

- Abrasive blast in accordance with SSPC SP-16 guidelines to achieve a uniform and dense 1.5–4.0 mil anchor profile. Size and hardness of abrasive should be adjusted as necessary based on the hardness of the substrate
- Aluminum may be treated with a surface treatment compliant with MIL-DTL-5541 or equivalent (non-immersion applications only).

AMERCOAT® 370

Aged coatings

- All surfaces must be clean, dry, tightly bonded and free of all loose paint, corrosion products or chalky residue
- Abrade surface, or clean with PREP 88. This product is compatible over most types of properly applied and tightly adhering coatings, however, a test patch is recommended to confirm compatibility

Repair

- Prepare damaged areas to original surface preparation specifications, feathering edges of intact coating. Thoroughly remove dust or abrasive residue before touch-up.

Substrate temperature and application conditions

- Surface temperature during application should be between 20°F (-7°C) and 120°F (49°C)
- Surface temperature during application should be at least 5°F (3°C) above dew point
- Ambient temperature during application and curing should be between 20°F (-7°C) and 120°F (49°C)
- Relative humidity during application should not exceed 85%

SYSTEM SPECIFICATION

- Primers: Direct to substrate; DIMETCOTE- Series Primers, AMERCOAT 68HS, AMERCOAT 68MCZ
- Topcoats: AMERCOAT 450-Series Polyurethanes, AMERSHIELD, PSX 700, AMERCOAT 229T, PITTHANE Polyurethanes

INSTRUCTIONS FOR USE

Mixing ratio by volume: base to hardener 80:20 (4:1)

- Pre-mix base component with a pneumatic air mixer at moderate speeds to homogenize the container. Add hardener to base and agitate with a power mixer for 1-2 minutes until completely dispersed

Induction time

None

Pot life

4 hours at 70°F (21°C)

Note: See ADDITIONAL DATA - Pot life

AMERCOAT® 370

Application

- Area should be sheltered from airborne particulates and pollutants
- Avoid combustion gases or other sources of carbon dioxide that may promote amine blush and ambering of light colors
- Ensure good ventilation during application and curing
- Provide shelter to prevent wind from affecting spray patterns

Material temperature

Material temperature during application should be between 40°F (4°C) and 90°F (32°C)

Air spray

- Use standard conventional equipment

Recommended thinner

THINNER 21-06 (AMERCOAT 65) (xylene), THINNER 21-25 (AMERCOAT 101) (recommended for > 90°F (32°C))

Volume of thinner

0 - 20%

Nozzle orifice

Approx. 0.070 in (1.8 mm)

Airless spray

- 45:1 pump or larger
- Can be applied with plural component equipment

Recommended thinner

THINNER 21-06 (AMERCOAT 65) (xylene), THINNER 21-25 (AMERCOAT 101) (recommended for > 90°F (32°C))

Nozzle orifice

0.017 – 0.019 in (approx. 0.43 – 0.48 mm)

Brush/roller

- Use a high quality natural bristle brush and/or solvent resistant, 3/8" nap roller. Ensure brush/roller is well loaded to avoid air entrainment. Multiple coats may be necessary to achieve adequate film-build

Recommended thinner

AMERCOAT 65 (xylene), AMERCOAT 101 (recommended for > 90°F (32°C))

Cleaning solvent

Amercoat 12 Cleaner (Thinner 90-58) or Amercoat 65 Thinner (Thinner 21-06)

AMERCOAT® 370

ADDITIONAL DATA

Overcoating interval for DFT up to 4.0 mils (100 µm)						
Overcoating with...	Interval	20°F (-7°C)	32°F (0°C)	50°F (10°C)	70°F (21°C)	90°F (32°C)
urethane and PSX	Minimum	3 hours	2 hours	1.5 hours	45 minutes	30 minutes
	Maximum	2 months	1.5 months	1.5 months	30 days	14 days

Notes:

- Surface must be clean and dry. Any contamination must be identified and removed. A detergent wash with PREP 88 or equivalent is required prior to application of topcoats after 30 days of exposure. However, particular attention must be paid to surfaces exposed to sunlight where chalking may be present. In those situations, a further degree of cleaning may be required. PPG Technical Service can advise on suitable cleaning methods. If maximum recoat/topcoat time is exceeded, then roughen surface.
- Dry times are dependent on air and surface temperatures as well as film thickness, ventilation, and relative humidity. Maximum recoating time is highly dependent upon actual surface temperatures – not simply air temperatures. Surface temperatures should be monitored, especially with sun-exposed or otherwise heated surfaces. Higher surface temperatures shorten the maximum recoat window

Overcoating interval for DFT up to 4.0 mils (100 µm)						
Overcoating with...	Interval	20°F (-7°C)	32°F (0°C)	50°F (10°C)	70°F (21°C)	90°F (32°C)
itself	Minimum	3 hours	2 hours	1.5 hours	45 minutes	30 minutes
	Maximum - immersion	3 months	2 months	30 days	30 days	30 days
	Maximum - non-immersion	6 months	6 months	6 months	6 months	6 months

Notes:

- Surface must be clean and dry. Any contamination must be identified and removed. A detergent wash with PREP 88 or equivalent is required prior to application of topcoats after 30 days of exposure. However, particular attention must be paid to surfaces exposed to sunlight where chalking may be present. In those situations, a further degree of cleaning may be required. PPG Technical Service can advise on suitable cleaning methods. If maximum recoat/topcoat time is exceeded, then roughen surface.
- If the surface is uniformly and freely chalking after 6 months of exterior weathering, the surface is recoatable with itself after thorough cleaning.
- Dry times are dependent on air and surface temperatures as well as film thickness, ventilation, and relative humidity. Maximum recoating time is highly dependent upon actual surface temperatures – not simply air temperatures. Surface temperatures should be monitored, especially with sun-exposed or otherwise heated surfaces. Higher surface temperatures shorten the maximum recoat window

Curing time for DFT up to 4.0 mils (100 µm)			
Substrate temperature	Dry to touch	Dry to handle	Service- water immersion
20°F (-7°C)	2 hours	20 hours	N/A
32°F (0°C)	1.5 hours	9 hours	7 days
50°F (10°C)	45 minutes	4.5 hours	48 hours
70°F (21°C)	30 minutes	1.5 hours	24 hours
90°F (32°C)	20 minutes	75 minutes	12 hours

Note: Adequate ventilation must be maintained during application and curing



AMERCOAT® 370

Pot life (at application viscosity)	
Mixed product temperature	Pot life
50°F (10°C)	6 hours
70°F (21°C)	4 hours
90°F (32°C)	2 hours

Product Qualifications

- ANSI / NSF Standard 61 for drinking water (valves only). For NSF application instructions, please visit our website at www.ppgamercoatus.ppgpnc.com/NSF/
- AWWA C550-06
- Compliant with USDA Incidental Food Contact Requirements
- Qualified for Class A Slip Resistance per the Research Council on Structural Connections, Appendix A

SAFETY PRECAUTIONS

- For paint and recommended thinners see INFORMATION SHEETS 1430, 1431 and relevant Material Safety Data Sheets
- This is a solvent-borne paint and care should be taken to avoid inhalation of spray mist or vapor, as well as contact between the wet paint and exposed skin or eyes

WORLDWIDE AVAILABILITY

It is always the aim of PPG Protective and Marine Coatings to supply the same product on a worldwide basis. However, slight modification of the product is sometimes necessary to comply with local or national rules/circumstances. Under these circumstances an alternative product data sheet is used.

REFERENCES

- | | | |
|--|-------------------|------|
| • CONVERSION TABLES | INFORMATION SHEET | 1410 |
| • EXPLANATION TO PRODUCT DATA SHEETS | INFORMATION SHEET | 1411 |
| • SAFETY INDICATIONS | INFORMATION SHEET | 1430 |
| • SAFETY IN CONFINED SPACES AND HEALTH SAFETY, EXPLOSION HAZARD - TOXIC HAZARD | INFORMATION SHEET | 1431 |

WARRANTY

PPG warrants (i) its title to the product, (ii) that the quality of the product conforms to PPG's specifications for such product in effect at the time of manufacture and (iii) that the product shall be delivered free of the rightful claim of any third person for infringement of any U.S. patent covering the product. THESE ARE THE ONLY WARRANTIES THAT PPG MAKES AND ALL OTHER EXPRESS OR IMPLIED WARRANTIES, UNDER STATUTE OR ARISING OTHERWISE IN LAW, FROM A COURSE OF DEALING OR USAGE OF TRADE, INCLUDING WITHOUT LIMITATION, ANY OTHER WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE OR USE, ARE DISCLAIMED BY PPG. Any claim under this warranty must be made by Buyer to PPG in writing within five (5) days of Buyer's discovery of the claimed defect, but in no event later than the expiration of the applicable shelf life of the product, or one year from the date of the delivery of the product to the Buyer, whichever is earlier. Buyer's failure to notify PPG of such non-conformance as required herein shall bar Buyer from recovery under this warranty.



AMERCOAT® 370

LIMITATIONS OF LIABILITY

IN NO EVENT WILL PPG BE LIABLE UNDER ANY THEORY OF RECOVERY (WHETHER BASED ON NEGLIGENCE OF ANY KIND, STRICT LIABILITY OR TORT) FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO, ARISING FROM, OR RESULTING FROM ANY USE MADE OF THE PRODUCT. The information in this sheet is intended for guidance only and is based upon laboratory tests that PPG believes to be reliable. PPG may modify the information contained herein at any time as a result of practical experience and continuous product development. All recommendations or suggestions relating to the use of the PPG product, whether in technical documentation, or in response to a specific inquiry, or otherwise, are based on data, which to the best of PPG's knowledge, is reliable. The product and related information is designed for users having the requisite knowledge and industrial skills in the industry and it is the end-user's responsibility to determine the suitability of the product for its own particular use and it shall be deemed that Buyer has done so, at its sole discretion and risk. PPG has no control over either the quality or condition of the substrate, or the many factors affecting the use and application of the product. Therefore, PPG does not accept any liability arising from any loss, injury or damage resulting from such use or the contents of this information (unless there are written agreements stating otherwise). Variations in the application environment, changes in procedures of use, or extrapolation of data may cause unsatisfactory results. This sheet supersedes all previous versions and it is the Buyer's responsibility to ensure that this information is current prior to using the product. Current sheets for all PPG Protective & Marine Coatings Products are maintained at www.ppgprc.com. The English text of this sheet shall prevail over any translation thereof.

Packaging: Available in 1-gallon and 5-gallon kits; (1-gallon kits have 0.8 gallons of base and 0.2 gallons of hardener; 5 gallon kits have 4-gallons of base and 1-gallon of hardener)

Product code	Description
AT370-112	Light Buff Base
AT370-3	White Base
AT370-9	Black Base
AT370-23	Pearl Gray Base
AT370-72	Oxide Red Base
AT370-B	Hardener

PSX® ONE

DESCRIPTION

High Solids, Single Pack Acrylic Polysiloxane

PRINCIPAL CHARACTERISTICS

- High gloss topcoat
- High solids, low VOC
- Ease of application, brush, roll, or spray
- Isocyanate free
- Excellent gloss retention
- Meets SSPC Paint 36 Level 3

COLOR AND GLOSS LEVEL

- Standard Color Offering, Safety Colors, Custom Colors
- Gloss

Note: Certain colors, especially red, orange, and yellow may require additional coats for adequate hiding, especially if applied over primers with a significant color contrast

BASIC DATA AT 68°F (20°C)

Data for product	
Number of components	One
Volume solids	75 ± 2%
VOC (Supplied)	max. 1.8 lb/US gal (approx. 210 g/l)
Temperature resistance (Continuous)	To 200°F (93°C)
Temperature resistance (Intermittent)	To 250°F (121°C)
Recommended dry film thickness	2.0 - 3.0 mils (50 - 75 µm) depending on system
Theoretical spreading rate	401 ft ² /US gal for 3.0 mils (10.0 m ² /l for 75 µm)
Shelf life	At least 12 months when stored cool and dry

Notes:

- Intermittent temperature resistance should be less than 5% of the time, and maximum 24 hours
- See ADDITIONAL DATA - Overcoating Intervals
- See ADDITIONAL DATA - Curing time

PSX® ONE

RECOMMENDED SUBSTRATE CONDITIONS AND TEMPERATURES

- Coating performance is proportional to the degree of surface preparation. Refer to the application instructions for specific primers and intermediate coats for application and curing procedures. Ensure epoxies are free from amine blush prior to overcoating. All previous coats must be dry and free of contaminants. Adhere to all minimum and maximum topcoat times for specific primers and intermediate coats. Aged coatings require abrading prior to applying the product. A test patch over unknown coatings is recommended.

Atmospheric exposure conditions

- Ambient temperature should be between 40 °F (5 °C) and 120 °F (49 °C)
- Relative Humidity should be between 20% and 90%

Substrate temperature

- Substrate temperature during application should be between 40°F (4°C) and 120°F (49°C)
- Substrate temperature during application should be at least 5°F (3°C) above dew point

SYSTEM SPECIFICATION

- Primers: Amercoat One, Amercoat 185H, Amercoat 370, Amercoat 385, Amercoat 399, Amerlock 2/400

INSTRUCTIONS FOR USE

- Agitate with a power mixer for 1 - 2 minutes until completely dispersed. Ensure good off-bottom mixing
- If partial containers are to be used, return the lid to the container immediately after the required amount is poured off. Float a few drops of thinner to cover the top surface of the paint and re-seal the lid prior to storage. Avoid exposing the open container to rain or other direct sources of water. Handling the product in this manner will typically allow for shelf stability of 3-6 months after opening.

Application

- Area should be sheltered from airborne particulates and pollutants
- Ensure good ventilation during application and curing
- Provide shelter to prevent wind from affecting spray patterns

Material temperature

Material temperature during application should be between 50°F (10°C) and 90°F (32°C)

PSX® ONE

Air spray

- A moisture and oil trap in the main line is essential. Product is sensitive to moisture contamination

Recommended thinner

THINNER 60-12 (AMERCOAT 911)

Volume of thinner

0 - 20%

Nozzle orifice

Approx. 0.070 in (1.8 mm)

Airless spray

- 30:1 pump or larger

Recommended thinner

THINNER 60-12 (AMERCOAT 911)

Nozzle orifice

0.013 - 0.015 in (approx. 0.33 - 0.38 mm)

Brush/roller

- Use a high quality natural bristle brush and/or solvent resistant, 1/4" or 3/8" nap roller. Ensure brush/roller is well loaded to avoid air entrainment. Multiple coats may be necessary to achieve adequate film-build
- AMERCOAT 851 flow control additive can be used to for enhanced flow and leveling with brush and roll application

Recommended thinner

AMERCOAT 911

Cleaning solvent

AMERCOAT 12 Cleaner or AMERCOAT 911 thinner

ADDITIONAL DATA

Overcoating interval for DFT up to 2.0 mils (51 µm)				
Overcoating with...	Interval	50°F (10°C)	70°F (21°C)	90°F (32°C)
Itself	Minimum	5 hours	2 hours	1 hour
	Maximum	Unlimited	Unlimited	Unlimited

PSX® ONE

Curing time for DFT up to 2.0 mils (51 µm)		
Substrate temperature	Dry to touch	Full cure
50°F (10°C)	3 hours	16 hours
70°F (21°C)	2 hours	9 hours
90°F (32°C)	1 hour	5 hours

SAFETY PRECAUTIONS

- For paint and recommended thinners see INFORMATION SHEETS 1430, 1431 and relevant Material Safety Data Sheets
- This is a solvent-borne paint and care should be taken to avoid inhalation of spray mist or vapor, as well as contact between the wet paint and exposed skin or eyes

WORLDWIDE AVAILABILITY

It is always the aim of PPG Protective and Marine Coatings to supply the same product on a worldwide basis. However, slight modification of the product is sometimes necessary to comply with local or national rules/circumstances. Under these circumstances an alternative product data sheet is used.

REFERENCES

- | | | |
|--|-------------------|------|
| • CONVERSION TABLES | INFORMATION SHEET | 1410 |
| • EXPLANATION TO PRODUCT DATA SHEETS | INFORMATION SHEET | 1411 |
| • SAFETY INDICATIONS | INFORMATION SHEET | 1430 |
| • SAFETY IN CONFINED SPACES AND HEALTH SAFETY, EXPLOSION HAZARD – TOXIC HAZARD | INFORMATION SHEET | 1431 |

WARRANTY

PPG warrants (i) its title to the product, (ii) that the quality of the product conforms to PPG's specifications for such product in effect at the time of manufacture and (iii) that the product shall be delivered free of the rightful claim of any third person for infringement of any U.S. patent covering the product. THESE ARE THE ONLY WARRANTIES THAT PPG MAKES AND ALL OTHER EXPRESS OR IMPLIED WARRANTIES, UNDER STATUTE OR ARISING OTHERWISE IN LAW, FROM A COURSE OF DEALING OR USAGE OF TRADE, INCLUDING WITHOUT LIMITATION, ANY OTHER WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE OR USE, ARE DISCLAIMED BY PPG. Any claim under this warranty must be made by Buyer to PPG in writing within five (5) days of Buyer's discovery of the claimed defect, but in no event later than the expiration of the applicable shelf-life of the product, or one year from the date of the delivery of the product to the Buyer, whichever is earlier. Buyer's failure to notify PPG of such non-conformance as required herein shall bar Buyer from recovery under this warranty.

LIMITATIONS OF LIABILITY

IN NO EVENT WILL PPG BE LIABLE UNDER ANY THEORY OF RECOVERY (WHETHER BASED ON NEGLIGENCE OF ANY KIND, STRICT LIABILITY OR TORT) FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO, ARISING FROM, OR RESULTING FROM ANY USE MADE OF THE PRODUCT. The information in this sheet is intended for guidance only and is based upon laboratory tests that PPG believes to be reliable. PPG may modify the information contained herein at any time as a result of practical experience and continuous product development. All recommendations or suggestions relating to the use of the PPG product, whether in technical documentation, or in response to a specific inquiry, or otherwise, are based on data, which to the best of PPG's knowledge, is reliable. The product and related information is designed for users having the requisite knowledge and industrial skills in the industry and it is the end-user's responsibility to determine the suitability of the product for its own particular use and it shall be deemed that Buyer has done so, at its sole discretion and risk. PPG has no control over either the quality or condition of the substrate, or the many factors affecting the use and application of the product. Therefore, PPG does not accept any liability arising from any loss, injury or damage resulting from such use or the contents of this information (unless there are written agreements stating otherwise). Variations in the application environment, changes in procedures of use, or extrapolation of data may cause unsatisfactory results. This sheet supersedes all previous versions and it is the Buyer's responsibility to ensure that this information is current prior to using the product. Current sheets for all PPG Protective & Marine Coatings Products are maintained at www.ppgprc.com. The English text of this sheet shall prevail over any translation thereof.

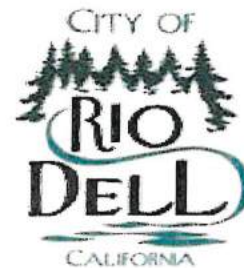


PSX® ONE

Packaging: Available in 1 and 5 gallon containers

Product code	Description
PXONE3	White Base
PXONET2	Light Tint Base *
PXONET3	Neutral Tint Base *
PXONET4	Red Tint Base *
PXONET5	High Hiding Yellow Tint Base *

Note: * Tintable with UCD PS line tints only



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

June 18, 2019

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager 
SUBJECT: Approval of Climate Action Plan Memorandum of Understanding (MOU)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the Mayor to sign the MOU.

BACKGROUND AND DISCUSSION

On January 3, 2019 the City Council met to provide direction to staff regarding a regional climate action plan. The Council voted 3-2 (Strahan & Richter dissenting) to participate in the Regional Climate Action Plan. The attached MOU formalizes this action.

The county and all the incorporated cities within the county (Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell and Trinidad) are combining resources and working together to develop a multijurisdictional Climate Action Plan (CAP) to reduce GHG emissions throughout Humboldt County. The regional CAP will give each city and the county the opportunity to develop GHG reduction measures that provide local benefits and are feasible for their jurisdiction. Additionally, the CAP provides an opportunity to work collaboratively to gain maximum benefits for reducing both GHG emissions and costs for each jurisdiction.

The California Environmental Quality Act (CEQA) Guidelines provide guidance for analysis and mitigation of the effects of Greenhouse Gas (GHG) emissions in draft CEQA documents. The guidelines require local governments to assess and mitigate potential GHG emissions associated with planning efforts, as well as with discretionary projects. Developing a CAP is the most cost-effective and legally defensible way for a local government to meet this requirement. In addition to meeting state requirements, CAPs allow local governments to better position themselves for grant funding for projects such as trail development, infrastructure upgrades and energy efficiency upgrades. To date over 40 percent of cities and counties in California have adopted CAPs.

Jurisdiction	2015 Proportional Share Of GHG Contribution	Suggested Proportional Share of Consultant Costs	Approved Contribution Toward Consultant Costs
Unincorporated County	63.4%	\$50,000*	\$50,000*
Arcata	10.3%	\$12,360	\$9,389
Blue Lake	0.4%	\$480	\$480
Eureka	16.0%	\$19,200	\$20,000
Ferndale	0.6%	\$720	\$720
Fortuna	5.4%	\$6,480	\$6,480
Rio Dell	1.1%	\$1,320	\$1,320
Trinidad	0.5%	\$600	\$120
Unallocated	2.3%	--	--
Total**	100%	\$91,160	\$88,509

*This amount does not include the \$25,500 Civic Spark planner cost currently being paid for by the County.

**This amount represents the total costs contributed by the County and seven cities and does not include RCEA's \$25,000 match contribution

As a participant in the MOU the City is expected to issue a payment of \$1,320 to the County in order to cover our proportional share of the cost of the CAP. This amount can be absorbed into the existing budget.

///

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE COUNTY OF HUMBOLDT
& THE CITIES OF ARCATA, BLUE LAKE, EUREKA,
FERNDALE, FORTUNA, RIO DELL AND TRINIDAD
TO PREPARE AND ADOPT A MULTIJURISDICTIONAL CLIMATE ACTION PLAN**

This Agreement is made and entered into this ____ day of _____ 2019, by and between the County of Humboldt, a political subdivision of the State of California, herein referred to as “COUNTY” and the cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell and Trinidad herein referred to as “CITIES” and collectively referred to as the “PARTIES.”

WHEREAS, On December 30, 2009 and December 28, 2018, amendments were made to the California Environmental Quality Act (CEQA) Guidelines providing guidance for analysis and mitigation of the effects of Greenhouse Gas (GHG) emissions in draft CEQA documents; and

WHEREAS, demonstrating consistency with a local or regional climate action plan provides the most defensible method of analyzing and mitigating GHG impacts in CEQA evaluation of development projects; and

WHEREAS, the PARTIES now desire to enter into this Agreement to collectively develop a regional CAP that at a minimum includes all the following components. The tasks necessary to develop a CAP are further described in Attachment A.

- 1) **Inclusion of existing 2015 GHG Inventories** – Existing GHG emissions associated with sources and activities in the cities and County
- 2) **GHG forecasting** – projections of GHG emissions to the year 2040
- 3) **GHG reduction target** – goal for percentage reduction of GHG emissions for the year 2030 that, at a minimum, aligns with state goals, with flexibility for jurisdictions to reach beyond the minimum required reduction
- 4) **GHG reductions projections** - description of the greenhouse gas reductions potential of each CAP implementation measure, including calculation estimates where applicable

WHEREAS, the COUNTY and the CITIES wish to work together to develop a regional Climate Action Plan (CAP) thereby reducing the cost of the CAP and subsequent CEQA compliance for projects undertaken by any of the PARTIES; and

WHEREAS, the regional CAP will accommodate varying conditions between jurisdictions, allowing each jurisdiction to select a unique set of GHG reduction measures;

WHEREAS, a regional CAP is expected to have additional benefits such as providing enhanced access to grant funds, creating new opportunities for regional collaboration, making more efficient use of limited staff resources, and multiplying the effectiveness of future actions; and

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. COUNTY agrees to provide \$5,000 in staff resources to accomplish all the tasks identified as “County Tasks” in Attachment A. Reimbursement for staff resources will be provided through a mini-grant administered by RCEA.

2. Each CITY agrees to provide \$5,000 in either funding or staff resources to accomplish all the tasks identified as “City Tasks” in Attachment A. This funding is from a mini-grant provided by RCEA.

3. COUNTY agrees to contribute \$50,000 toward the Consultant Tasks described in Attachment A and agrees to continue to fund (\$25,500 total) the Civic Spark Fellow coordinating and collaborating with CITIES and RCEA to develop the regional CAP. RCEA has agreed to contribute matching funds of \$25,000 toward the Consultant Tasks described in Attachment A. Each CITY agrees to contribute their proportional share toward the Consultant costs as determined by each City shown in the table below. The suggested contribution based on the City’s contribution to the 2015 Countywide Greenhouse Gas Emissions calculated by RCEA in January, 2019 is provided in the following table. The amount approved by each individual City will be filled in at the time each individual City approves the MOU.

Jurisdiction	2015 Proportional Share Of GHG Contribution	Suggested Proportional Share of Consultant Costs	Approved Contribution Toward Consultant Costs
Unincorporated County	63.4%	\$50,000*	\$50,000*
Arcata	10.3%	\$12,360	\$9,389
Blue Lake	0.4%	\$480	\$480
Eureka	16.0%	\$19,200	\$20,000
Ferndale	0.6%	\$720	\$720
Fortuna	5.4%	\$6,480	\$6,480
Rio Dell	1.1%	\$1,320	\$1,320
Trinidad	0.5%	\$600	\$120
Unallocated	2.3%	--	--
Total**	100%	\$91,160	\$88,509

*This amount does not include the \$25,500 Civic Spark planner cost currently being paid for by the County.
 **This amount represents the total costs contributed by the County and seven cities and does not include RCEA’s \$25,000 match contribution

4. The staff members who will be the primary contact for this MOU on behalf of the COUNTY and the CITIES are listed below. In the event one of these individuals leaves their employment or changes jobs within the COUNTY or CITIES, the PARTIES shall notify each other of this fact and provide the name and contact information of the individual’s replacement in writing within ten (10) working days. Each of these listed individuals may delegate work to other city staff within their department, provided they give notice to RCEA.

John H. Ford
County of Humboldt
Department of Planning and Building
3015 H Street
Eureka, CA 95501

Amanda Mager
City of Blue Lake
City Manager
111 Greenwood Road
Blue Lake, CA 95525

Rob Holmlund
City of Eureka
Development Services Department
531 K Street
Eureka, CA 95501

Jay Parrish
City of Ferndale
City Manager
PO Box 1095
Ferndale, CA 95536-1095

Liz Shorey
City of Fortuna
Community Development
621 11th Street
Fortuna, CA 95540

Kevin Caldwell
City of Rio Dell
Community Development
675 Wildwood Avenue
Rio Dell, CA 95562

Eli Naffah
City of Trinidad
City Manager
409 Trinity Street
Trinidad, CA 95570

Julie Neander
City of Arcata
Community Development Department
736 F Street
Arcata, CA 95521

5. Term of MOU: This MOU shall commence on the date the COUNTY and all the CITIES sign the Agreement, and shall terminate December 31, 2020 unless extended by mutual written agreement of the parties. Early withdrawal from this MOU may be effectuated for any reason whatsoever by written notice from COUNTY thirty (30) days after providing written notice from the Humboldt County Board of Supervisors explaining the reasons for early withdrawal . Early withdrawal from this MOU may also be effectuated for any reason whatsoever by written notice from any CITY thirty (30) days after providing written notice from the city council explaining the reasons for early withdrawal from this MOU. In the event of early withdrawal by any CITY or the COUNTY, the MOU will continue without the withdrawing party.
6. Any notice required to be given pursuant to the terms and provisions herein shall be sent by First Class Mail, return receipt requested to the addresses shown in Paragraph 4 above, and shall be deemed received when placed in the stream of mail:
7. The PARTIES have sole discretion to use the background information and draft work products from the work described in Attachment A for any purpose and in any form it wishes without any restrictions.
8. This agreement shall constitute the entire agreement between the PARTIES relating to the subject matter of this agreement, and shall supersede any previous agreements, promises, representation, understanding and negotiation, whether oral or written, concerning the same subject matter. Any and all acts which may have already been consummated pursuant to the terms which are embodied in this agreement are hereby ratified.

9. No addition to, or alteration of, the terms of this Agreement shall be valid unless made in writing and signed by all the PARTIES.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

Signed: _____ Signed: _____

Dated: _____ Dated: _____
Chairman, Board of Supervisors Mayor
County of Humboldt City of Arcata

Signed: _____ Signed: _____

Dated: _____ Dated: _____
Mayor Mayor
City of Blue Lake City of Eureka

Signed: _____ Signed: _____

Dated: _____ Dated: _____
Mayor Mayor
City of Ferndale City of Fortuna

Signed: _____ Signed: _____

Dated: _____ Dated: _____
Mayor Mayor
City of Rio Dell City of Trinidad

ATTACHMENT A

SCOPE OF AGREEMENT

Project Schedule and Tasks

Estimated Date	Project Milestone	Responsible Party
2018		
November	Introductory Staff Meeting	County, Cities
December	County Operations Inventory	County
2019		
January	Community GHG Inventories	County, RCEA
February	Staff Meeting: Community Inventories	County, Cities, RCEA
	MOU Proposals to City Councils and Board	County, Cities
	Stakeholder Advisory Group Assembled	County
April	Staff Meeting: Target Selection	County, Cities, RCEA
	Stakeholder Advisory Group Meeting #1	County
May	Staff Meeting: Draft CAP Measures	County, Cities
	Draft CAP Measures and Quantification	County, RCEA
	Public Workshops (Round 1)	County, Cities
June	Staff Meeting: CAP Measures & Quantification	County, Cities, RCEA
	Stakeholder Advisory Group Meeting #2	County
July	Final Draft CAP Measures and Quantification	County, RCEA
	Staff Meeting	County, Cities
August	Admin Draft CAP	County
	Begin CEQA Review	County, Cities
	Staff Meeting: Implementation Plan	County, Cities, RCEA
September	Public Draft CAP	County
	Stakeholder Advisory Group Meeting #3	County
October/November	Draft Implementation Toolkit	County
	Public Workshops (Round 2)	County, Cities
December/January	Draft CEQA Document	County, Cities
	CEQA Public Review Period	County, Cities

2020		
February/March	Final CAP & Implementation Toolkit	County
	Final CEQA Document	County, Cities
April/May	Local CAP Adoption Meetings	County, Cities

*Responsible Party Costs: Each city and the County agrees to pay its own staff to attend the meetings and participate in developing the CAP work products as described in the above Project Schedule, Tasks and Costs table

**City of Rio Dell
Check Listing for City Council Meeting**

Item #	Date	Vendor	Description	Amount
998	5/07/2019	[0576] 101 AUTO PARTS	IND BELT, D EARTH COURSE FLOOR DRY; FINE FLOOR DRY, ADAPTER; CHUCK, TURN SIGNAL LIGHT BULB FOR JEEP LIBERTY	81.51
999	5/07/2019	[6038] ACCURATE TERMITE & PEST SOLUTIONS	MONTHLY RODENT CONTROL @ 475 HILLTOP DR	170.00
000	5/07/2019	[5235] ADVANTAGE FINANCIAL SERVICES	DOCSTAR USER LICENSES & SYSTEM SOFTWARE	193.00
001	5/07/2019	[3975] AT&T - 5709	FAX LINE EXPENSES FOR APRIL 2019	61.33
002	5/07/2019	[3206] CALIFORNIA POLICE CHIEFS ASSOCIATION	ANNUAL MEMBERSHIP DUES 7/2019 - 6/2020	348.00
003	5/07/2019	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR MAY 2019	2,075.00
004	5/07/2019	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 4/26/19	120.00
005	5/07/2019	[4491] CODE PUBLISHING, INC	RIO DELL MUNICIPAL CODE WEB HOSTING MAY 2019 TO MAY 2020	480.00
006	5/07/2019	[5127] DELTA DENTAL	DENTAL INSURANCE FOR JUNE 2019	2,149.46
007	5/07/2019	[2356] DOWNEY BRAND LLP	LEGAL SERVICES FOR MARCH 2019	787.50
008	5/07/2019	[2385] EUREKA READYMIX	24.68 TONS SAND; 26.48 TONS 3/4 BASE ROCK	659.08
009	5/07/2019	[2405] FORTUNA ACE HARDWARE	2" 90 DEGREE GALV ELBOW; 1 QT BLACKBERRY KILLER; 12 OZ GREATSTUFF FOAM; 2X12 GALV NIPPLE, HOOKS; DMV PVC 3" FLEX CAP; BOLTS; 4 EA CHAIN CABLES, LAMPHOLDER PLASTIC STAKE, LIQUID SOAP; BOLTS; STRIKE ANCHOR; DECK BRUSH; QUICK LINK CHAIN; EYEBOLTS; PRO EXTPOLE ALMGLS 6-12"; CHAIN CABLE, CABLE CHAIN; QUICK LINK CHAIN; EYEBOLTS	343.58
010	5/07/2019	[5052] GHD, INC	ENGINEERING SERVICES FOR TERRA GEN PLAN REVIEW OF PROPOSED ROAD USE; TAC MEETINGS & TRANS PLANNING, ENGINEERING SERVICES FOR STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT	10,017.00
011	5/07/2019	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR APRIL 2019	1,900.00
012	5/07/2019	[2570] NILSEN COMPANY	252 40# BAGS SOLAR SALT	1,493.42
013	5/07/2019	[5934] NORTH COAST JOURNAL	EMPLOYMENT ADVERTISEMENT FOR FINANCE DIRECTOR	69.00
014	5/07/2019	[2569] NORTH COAST LABORATORIES, INC.	LEAD & COPPER ICPMs	333.00
015	5/07/2019	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR MAY 15, 2019 THROUGH JUNE 15, 2019	1,610.00
016	5/07/2019	[5973] PRECISION INTERMEDIA	WORKSTATION UPGRADES	30.00
017	5/07/2019	[6349] RECOLOGY EEL RIVER	MONTHLY WEB HOSTING FEE FOR MAY 2019	311.64
018	5/07/2019	[2659] RIO DELL PETTY CASH	GARBAGE BAGS FOR APRIL 2019	17.23
019	5/07/2019	[4525] SHERLOCK RECORDS MGMT	ENVELOPES FOR DROX BOX; POSTAGE	124.20
020	5/07/2019	[2682] SMALL CITIES ORGANIZED RISK EFFORT (SCORE)	STORAGE SERVICE, BOX RETRIEVAL & FILING FOR APRIL 2019	3,034.00
021	5/07/2019	[4908] THE MITCHELL LAW FIRM, LLP	PROPERTY APPRAISAL FEE 2018-2019	536.50
022	5/07/2019	[5494] SUSAN E TOWNSEND	LEGAL SERVICES FOR APRIL 2019, LEGAL SERVICES FOR APRIL 2019	14.00
023	5/07/2019	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	MEAL PER DIEM TO ATTEND FRED PRYOR SEMINAR	6,552.47
024	5/07/2019	[6037] WELLS FARGO VENDOR FIN SERV	RETIREMENT FOR PPE 4/26/19	534.58
025	5/07/2019	[2779] WILDWOOD SAW	KYOCERA COPIER PAYMENT FOR MAY	62.80
026	5/07/2019	[2744] JULIE WOODALL	TWO STIHL 56 PACK MIX OIL HP FOR 5 GAL; TWO EA MUFFLER SCREWS	127.56
027	5/07/2019	[2787] WYCKOFF'S	REIMBURSEMENT FOR SOIL; BARK; FLOWERS	51.45
028	5/15/2019	[3108] ACCUFUND, INC.	2 EA BLUE MONSTER; 4 EA BRASS TEES; 2 EA HEX BRASS BUSHINGS	100.00
029	5/15/2019	[5381] ALTERNATIVE BUSINESS CONCEPTS	SUPPORT FOR REDUCTIONS CALCULATION TAXABLE WAGES	262.97
			MONTHLY MAINTENANCE & COPIER CHARGES FOR APRIL 2019	

**City of Rio Dell
Check Listing for City Council Meeting**

Item#	Date	Vendor	Description	Amount
030	5/15/2019	[4949] ASAP Lock & Key	RE-KEY DOORS; 20 DO NOT DUPLICATE KEYS	252.65
031	5/15/2019	[5944] COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL SERVICES FOR APRIL 2019	35.00
032	5/15/2019	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	FINGERPRINT APPS; CHILD ABUSE INDEX CK; PEACE OFFICER-BILLED BLOOD ALCOHOL ANALYSIS FOR APRIL 2019	136.00
033	5/15/2019	[5687] ENGINEERED FIRE SYSTEMS, INC.	PLAN REVIEW FOR DANCO SUPPORTIVE HOUSING PROJECT FOR APRIL 2019	200.00
034	5/15/2019	[2386] EUREKA RUBBER STAMP CO.	SIX NAME PLATES	51.46
035	5/15/2019	[2405] FORTUNA ACE HARDWARE	EIGHT BAGS WEED & FEED; BATTERIES; 4" ADJUSTABLE POP UP SPRINKLERS; DIGITAL TIMER, PLUMBING TUBING; 1 QUART AMMONIA, RETURN BATTERIES	705.61
036	5/15/2019	[6486] GREEN TO GOLD ENTERPRISES LLC	PVC 3/4" THREADED COUPLER	20.82
037	5/15/2019	[2457] HUMBOLDT COUNTY CLERK-RECORDER	SPECTRACIDE CONCENTRATE WEED STOP W/CRABGRASS KILLER	
038	5/15/2019	[2501] KEENAN SUPPLY	PVC 1/2" MALE ADAPTER; 1/2" FEMALE ADAPTER	10.00
039	5/15/2019	[6747] KERNEN CONSTRUCTION	MAP COPIES	1,129.28
040	5/15/2019	[2546] MERCER-FRASER CO. INC	TWELVE EA ROMAC SS RPR CLAMPS;	50,830.00
041	5/15/2019	[3484] NATIONAL METER & AUTOMATION, INC	COMPLETION OF HABITAT FOR HUMANITY PROJECT	74,972.60
042	5/15/2019	[2603] PG&E	COMPLETION OF 2019 ASPHALT STREET REPAIR PROJECT	1,519.55
043	5/15/2019	[2719] STATE WATER RESOURCES CONTROL BD	LF170 2"x17" METER, ERT, 2" BACKFLOW PREVENTOR UTILITY EXPENSES FOR APRIL 2019	13,790.23
044	5/15/2019	[2319] SUDDENLINK	WATER DISTRIBUTION OPERATOR GRADE 2 CERTIFICATION	160.00
045	5/15/2019	[2772] WENDT CONSTRUCTION, INC	WATER DISTRIBUTION OPERATOR GRADE 2 CERTIFICATION	854.49
046	5/15/2019	[6672] WEX BANK	MONTHLY BROADBAND, INTERNET & PHONE SERVICE 5/10/19 - 6/9/19 HAUL 2 LOADS BASE ROCK & 2 LOADS SAND PW FUEL EXPENSES FOR APRIL 2019 PW FUEL EXPENSES FOR APRIL 2019 ADMIN CAR FUEL EXPENSES FOR APRIL 2019 PD FUEL EXPENSES FOR MAY 2019 PW FUEL EXPENSES FOR MAY 2019	240.00 2,720.46
047	5/15/2019	[4310] CAMERON D YAPLE	CLOTHING ALLOWANCE REIMBURSEMENT	218.56
048	5/21/2019	[2224] AQUA BEN CORPORATION	HYDROFLOC 750L 55 GAL DRUM	1,722.60

**City of Rio Dell
Check Listing for City Council Meeting**

Check #	Date	Vendor	Description	Amount
049	5/21/2019	[2237] BANK OF AMERICA BUSINESS CARD	BEDLINERS PLUS - SPRAY UNDERTRAIL ON 2019 FORD F-150 SUPERCREW TRUCK, COSTCO - SEAGATE EXTERNAL HARD DRIVE, ADOBE PRO DC MONTHLY SUBSCRIPTION, COSTCO - BOWL CLEANER, DOLLAR GENERAL - PENCILS & 6 BAGS ICE, SHELL OIL - FUEL, LOST COAST COMM - EMPLOYMENT ADVERTISEMENT FOR FINANCE DIRECTOR, CRAIGSLIST - EMPLOYMENT ADVERTISEMENT FOR FINANCE DIRECTOR, WOMEN LEADERS IN LAW ENFORCEMENT 2019 CONFERENCE, AMAZON - EXTENSION CORD INDOOR/OUTDOOR, HEAVY DUTY CORD W/LIGHTED 3 OUTLETS, LEAGUE OF WOMENS VOTERS COMMUNITY LUNCHEON, AMAZON - BLACK STEEL COUNTER HEIGHT CABINET W/ADJUSTABLE SHELVES, REDI-RENTS - MINI EXCAVATOR RENTAL, NYLEX.NET - TWO LENOVO THINKCENTRE RYZEN 5 COMPUTERS, COSTCO - 10 CASES COPY PAPER, OFFICE OF WATER PROGRAMS - SMALL WATER SYSTEM OPERATION & MAINTENANCE ENROLLMENT; WTP02 COURSE PACKAGE, WIC VALVE - ELECTRIC SLOW CLOSING WATER HAMMER RESISTANT VALVE; TWO ELECTRIC SLOW CLOSING SOLENOID VALVES, ICMA - FULL MEMBERSHIP, NORTH COAST JOURNAL - EMPLOYMENT ADVERTISEMENT FOR FINANCE DIRECTOR	6,335.60
050	5/21/2019	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 5/10/19	120.00
051	5/21/2019	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR JUNE 2019	315.00
052	5/21/2019	[2386] EUREKA RUBBER STAMP CO.	THREE NAME PLATES	37.89
053	5/21/2019	[2405] FORTUNA ACE HARDWARE	2 - COVER SQ BOX 1DPLX RECP; 2 - GROUND RECEPTACLE 15A WHITE WD 40; DIAMOND BLADE; TRENCHMTC TOOL 36" HANDLE	57.21
054	5/21/2019	[6749] FRED'S BODY SHOP, INC	REPAIRS TO CUSTOMER VEHICLE	2,797.75
055	5/21/2019	[5765] GARNES, DEBRA	MILEAGE REIMBURSEMENT TO ATTEND MAYOR SELECTION COMMITTEE, HED SUMMIT & RCEA MEETING	82.36
056	5/21/2019	[6486] GREEN TO GOLD ENTERPRISES LLC	PVC 1/2" THREADED COUPLERS PVC 1/2" THREADED COUPLER 1/2"x4" GALV NIPPLE 1 3/4" FISKARS TELESCOPING BYPASS LOPPER	41.88
057	5/21/2019	[5942] KEENAN & ASSOCIATES	HEALTH INSURANCE FOR JUNE 2019	19,355.65
058	5/21/2019	[2501] KEENAN SUPPLY	8 EA AYM BRASS COUPLINGS; 6 EA AYM MAC-PAXXMETER SWIVEL BRASS ANGLE METER; 6 EA AYM FIPXMETER SWIVEL BRASS ANGLE METER BALL VALVES; 12 EA BRASS TEES ONE CASE PAPER TOWELS; THREE CASES TOILET TISSUE	1,093.41
059	5/21/2019	[5689] MENDES SUPPLY COMPANY	ACID DIGESTION; AMMONIA NITROGEN-JN-IONIZED; CONDUCTIVITY; HARDNESS; ICAP METALS;	259.06
060	5/21/2019	[2569] NORTH COAST LABORATORIES, INC.	NITRATE AND/OR NITRITE; THM by EPA 624; TOTAL DISSOLVED SOLIDS; TOTAL KIELDAHL NITROGEN; TURBIDITY	456.00
061	5/21/2019	[6349] RECOLOGY EEL RIVER	11.56 TONS DEBRIS FROM CITYWIDE CLEAN UP	1,320.38
062	5/21/2019	[5772] SACRAMENTO VALLEY ASSOCIATION OF	2019-20 MEMBERSHIP DUES	65.00
063	5/21/2019	[2693] SHELTON'S AUTO LUBE	FULL OIL CHANGE SERVICE FOR 2019 INTERCEPTOR & TWO WIPER BLADES	81.00
064	5/21/2019	[5506] SOUND ADVICE	WIRELESS MIC REPAIR	1,115.29
065	5/21/2019	[2754] US CELLULAR	PROVIDE LINE AUDIO FEED TO ACCESS HUMBOLDT	
066	5/21/2019	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	MONTHLY SERVICE FOR SAFETY PHONE 5/8/19 - 6/7/19 RETIREMENT FOR PPE 5/10/19	59.33
				6,652.47

**City of Rio Dell
Check Listing for City Council Meeting**

Check#	Date	Vendor	Description	Amount
067	5/21/2019	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR JUNE 2019	373.07
068	5/21/2019	[2787] WYCKOFF'S	SEVEN 1" BRASS FITTINGS	67.52
069	5/30/2019	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF MAY 2019	355.60
Total Checks/Deposits				225,261.06

Check#	Date	Vendor	Description	Amount
50-880	5/6/2019		EFT FOR EDD PAYROLL TAXES FOR PPE 04/26/2019	-2,069.34
819003	5/6/2019		EFT FOR EFTPS PAYROLL TAXES FOR PPE 04/26/2019	-12,031.70
273685152	5/8/2019		Charge Back on Credit Card. Customer claimed fraudulent charges.	-112.29
41-504	5/13/2019		EFT FOR EDD PAYROLL TAXES FOR LAST PAYCHECK 5/10/2019	-431.32
880910	5/13/2019		EFT FOR EFTPS PAYROLL TAXES FOR FINAL PAYCHECK 5/10/2019	-1,704.52
424190	5/14/2019		BANK ANALYSIS FEE FOR MAY 2019	-48.23
17025	5/17/2019		EFT FOR AFLAC INSURANCE FOR MAY 2019	-460.64
97-920	5/20/2019		EFT FOR EDD PAYROLL TAXES FOR PPE 05/10/2019	-2,167.84
279680	5/20/2019		EFT FOR EFTPS PAYROLL TAXES FOR PPE 05/10/2019	-12,032.02
27	5/22/2019		Return Check# 127, Dated 05/17/2019	-206.00
1140030	5/31/2019		Charge Back on Credit Card. Customer claimed fraudulent charges.	-112.29
Total EFT's/Bank Withdrawals				-31,376.19

Check#	Date	Vendor	Description	Amount
RX TO PR	5/10/2019	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 05/10/2019	-3447.53
RX TO PR	5/14/2019	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 05/10/2019	-32,377.54
RX TO PR	5/28/2019	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 05/28/2019	-32,794.27
Total Transfer Between Accounts				-68,619.34



Staff Update – 2019-06-18

City Council

City Manager

Brought onboard and worked with new interim finance director, including attending a training in Arcata with Michael Coleman, considered the State's leading finance expert on city government.

Worked on final FY 2019-20 budget.

Issued 27 Notices of Violation for "Blight" or "Tall Grass" with the assistance of the City Clerk and Finance Department.

Worked on CDBG strategies – public infrastructure and Painter Street wastewater line upsizing.

A Humboldt County resident has made application with the California Department of Food and Agriculture to grow industrial hemp on a parcel off of Rigby Avenue. Some local jurisdictions are banning industrial hemp. It is extremely difficult to distinguish some varieties of industrial hemp from THC containing cannabis.

Staff is working to add a plugin at City Hall to match the adaptor for the new generator. With PG&E's new "Public Safety Power Shutoff" program it is possible electricity services to the entire city could be shut off for extended periods. The city abuts and is largely surrounded by "Tier 2" forests, a high risk level for forest fires, but one step down from "Tier 3" which is the highest level. The City's acquisition of the generator through grant funds has come at an important time.

City Clerk

Processed three (3) Building Permits.

- 1) 948 Rio Dell Ave. – (2) PV Solar Systems
- 2) 246 Tolman Place – Sewer Lateral and Cleanout
- 3) 189 Spring St. – Replacement of Water Line

Processed two (2) Business License Applications:

- 1) Ageanas E-Commerce – Online Retail
- 2) Humboldt's Finest Extractions – 250 Northwestern Ave.



Prepared 25 Weed Abatement Letters

Posted Notice of Vacancies on Nuisance Advisory Committee

Posted Notice of Vacancy on City Council

City Attorney

Human Resources, Risk & Training

Finance Department

We have a new part-time Interim Finance Director, Cheryl Dillingham. Her work hours are Monday-Wednesday.

We also have a new Temporary Finance Assistant I/II, Rosa Maciel who is filling in for Carmen Fisch while out on Medical Leave.

The department has been very busy training the new personnel and getting them up to speed.

We have completed the 2019/20 proposed budget, prepared the RSTP Claim for approval, sent off the TDA Claim for reimbursement, finished the transportation contract with the Humboldt Senior Resource Center, sent off the Danco water invoice and submitted the Humboldt Habitat for Humanity's invoice to our legal department.

We continue to receive water/sewer payments in person and online as well as process all building permits and business licenses.

The Finance Department is also preparing for the close of fiscal year 2018/2019 and starting up the new fiscal year 2019/2020 that begins July 1, 2019. We appreciate the Council, Staff and Customer's patience with our transitions.

Public Works Water

1. Weekly water sampling.
2. Water Report to State
3. Weekly Safety Trainings and exercises
4. Monthly Water Meter Reading
5. Meter Re-reads
6. Work with Freshwater Environmental on Cross Connection Program (ongoing)
7. Maintenance on Water Treatment Plant & Corp Yard Clean up and Organization
8. Water testing on Rio Dell Metropolitan Wells and adjustments to operations.

Public Works Wastewater



Wastewater and Collection.

BCR: Maintenance and Inspection of Solids dryer.

Irrigation Field Discharge and Semi-annual testing in June.

Sewer lateral inspections at 246 Tolman, 945 Webb, .

Testing and Research of Chloramines Disinfection as an alternative for DBP.

SCADA and PLC upgrades to WWTP system.

Installed a new flow meter for the effluent.

Site visit from Cathy Goodwin on 6/18/19.

Repair to a sewer lateral on Cedar.

Public Works Streets, Buildings and Grounds

1. Mowed Gateway, City Hall Memorial park, Triangle park, and Davis park
2. Cleaned trash from behind City Hall
3. Streets patching
4. Roadside mowing and weed eating
5. Work on sprinkler systems on Gateway and City Hall.
6. Cleaned gutter pans after scraping
7. Jetted and vacuumed storm drains.

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of May 29, 2019 to June 11, 2019. This period of time saw a significantly larger than average number of calls for service, a below average number of reports and an above average number of arrests. Officer Valk only worked two days during this timeframe due to her National Guard commitment. Sergeant Beauchaine has been training Officer Fielder and their activity is split between the two officers.

Officer	Calls for Service	Reports	Arrests
Conner	25	4	1
Beauchaine	11	3	2
Carnahan	Light Duty	Light Duty	Light Duty
Landry	40	4	3
Mitchell	32	5	3
Valk	0	0	0



Fielder	22	1	0
Totals	137 (7 unassigned)	17	9
Averages	9.8 per day	8.5 per week	4.5 per week
2018 Yearly Average	5.1 per day	10.6 per week	3.6 per week

During the period of May 29, to June 11, 2019, there were seven calls for service related to animal control issues. Two dogs, two cats and eight kittens were transported to Miranda's Rescue. In addition, Officer Mitchell responded to a residence on Painter Street for an opossum that was causing a disturbance. Officer Mitchell was able to lasso the opossum with his catch-pole and house it in an animal carrier. He then transported it out of town where it was released.

On June 10, 2019, Officer Evie Valk returned to the Department as a full-time officer.

On May 31, 2019, Sergeant Beauchaine saw a man riding an off-road motorcycle on Painter Street near Ireland. As the rider passed the sergeant's position, he accelerated to approximately 50 mph. Sergeant Beauchaine activated his emergency lights and siren and pursued the man towards the end of Painter Street. When the rider got to the gate at the end of the pavement, he dismounted and tried to push his bike around the gate. However, Sergeant Beauchaine arrived before he was able to do so and the man abandoned his motorcycle and fled into the brush. As he was doing so, he took off his helmet and Sergeant Beauchaine recognized him as a man for whom numerous arrest warrants have been issued by the Court.

On June 2, 2019, a woman came to the station to report that she had been pushed by the father of her child. Chief Conner contacted the other half and he claimed that the woman had vandalized his truck and some of his clothes. All of the parties came together at their residence where Chief Conner attempted, unsuccessfully, to have the couple derive a plan for how they could be civil with each other. Eventually, the woman agreed to accompany the Chief back to the station, although she was reluctant as she feared her property would be vandalized while she was gone. The woman provided a statement and then left to return to the shared residence. As Chief Conner started to work on an Emergency Protective Order, he was dispatched back to the residence. When he arrived, he found that a large pile of clothing and other personal items had been lit on fire in the backyard. Chief Conner, used a fire extinguisher to minimize the risk to the structure until the Fire Department arrived. When the man exited the house, he was arrested for domestic violence and arson. Charges against the woman for vandalism were also requested from the District Attorney's Office.

On June 9, 2019, Chief Conner spoke to a man who lives in Fortuna. The man had been corresponding with a "woman" for more than a year and had sent her money so that she could come to his home so that they could marry. Earlier in the week, the woman requested additional funds as she was in Redding and needed money for a Greyhound ticket. The woman then called the man again and claimed that Rio Dell was the end of the line, that she was feeling ill, and that she had located a cab that would take her the rest of the way to Fortuna, if the man would pay the driver \$80 with via gift cards. He sent the card numbers to the phone number provided, however, the woman never arrived. He had attempted to contact her and instead, the "cab driver" called and told him that unless he sent another \$500 in gift cards, he would kill the woman. The man then contacted the National Human Trafficking Hotline and reported his problem. He refused to accept that there was any possibility that he was being scammed. Chief Conner contacted numerous businesses downtown to try and verify any of the details the man had



provided without any success. Please be extremely suspicious if someone requests that you make payment using gift cards as they are untraceable and as good as cash once the numbers are sent.

Code Enforcement

During the period of May 29 to June 11, 2019, the Department did not open any new junk vehicle cases. During the same time period, the department closed one case when the owners of the vehicle moved it off of the street. There were three open junk vehicle cases at the end of the timeframe.

Community Development Department

Intergovernmental


Humboldt-Rio Dell Business Park



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

June 18, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager 

SUBJECT: Annual Adjustment to Solid Waste Franchise Agreement Held by Recology Eel River

IT IS RECOMMENDED THAT THE CITY COUNCIL:

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, 2019.

BACKGROUND AND DISCUSSION

The Solid Waste Franchise Agreement with Recology Eel River (RER) (formerly Eel River Disposal) contains a Consumer Price Index (CPI) adjustment in section 2.03.04. As documented in the packet, the new disposal rate per ton is \$114.31, an increase of \$0.09. The CPI rate adjustment has been identified by Recology Eel River as 1.9%. As of agenda publication, this figure is still being verified by staff. Last year, there was an increase in the CPI of 2.1%, leading to a \$.17 per ton increase for Eel River Disposal.

Aggregated per ton costs associated with Humboldt Waste Management Authority fees remained level compared to last year.

Attachments:

Staff Rate Summary

Recology Eel River Cover Letter and Attachments.

Exhibit A: Disposal Rates

Exhibit A-1: Disposal Rates Per Ton

Exhibit B: Collection Rates

Exhibit B-1: CPI Table

Exhibit C: RCY Processing Rates

Exhibit C-1: RCY Processing Costs Rate Year 2019

Exhibit D: Combined Rates

Exhibit E: Disposal Rate by Size

///

Solid Waste Fees - City of Rio Dell Staff Summary



Effective Date	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
FRANCHISE HOLDER FEES					
Franchise Holder	ERD	ERD	ERD	RER	RER
Labor Cost (75% of CPI)	\$7.07	\$7.14	\$7.27	\$7.43	\$7.50
Operations (75% of CPI)	\$4.38	\$4.43	\$4.51	\$4.61	\$4.66
Scale Maintenance (75% of CPI)	\$0.77	\$0.78	\$0.80	\$0.81	\$0.82
Haul Cost Avoidance (75% of CPI)	-\$10.71	-\$10.82	-\$11.02	-\$11.26	-\$11.37
Capital Cost (fixed fee)	\$5.88	\$5.88	\$5.88	\$5.88	\$5.88
Return on Investment (75% of CPI)	\$6.69	\$6.76	\$6.89	\$7.03	\$7.10
Subtotal	\$14.08	\$14.17	\$14.33	\$14.50	\$14.59
HWMA FEES					
Countywide Program Fees					
Administration	\$1.91	\$1.91	\$1.91	\$0.72	\$1.40
Household Hazardous Waste Program	\$6.29	\$6.43	\$5.15	\$6.73	\$5.86
Cummings Road Landfill Maintenance	\$4.67	\$4.44	\$4.44	\$4.44	\$4.71
Cleanup/Enforcement Programs	\$0.57	\$0.57	\$0.57	\$0.56	\$0.56
Rural Container Program	\$4.52	\$4.68	\$4.81	\$4.81	\$4.81
County/Cities AB939 Programs	\$4.93	\$4.52	\$2.52	\$2.14	\$2.05
Table Bluff Landfill Maintenance	\$0.94	\$0.81	\$0.74	\$0.74	\$0.74
Countywide Enforcement (LEA)	\$2.66	\$3.13	\$3.13	\$3.13	\$3.13
Subtotal	\$26.49	\$26.49	\$23.27	\$23.27	\$23.26
HWMA Base Fees					
Administration	\$4.30	\$4.30	\$4.19	See Subtotal Below	See Subtotal Below
Universal Waste Programs	\$0.89	\$0.89	\$3.51		
Recycling Programs	\$6.38	\$6.38	\$9.20		
Cummings Road Landfill Operations	\$5.50	\$5.50	\$4.00		
Subtotal	\$17.07	\$17.07	\$20.90	\$22.83	\$25.52
Facility Fees					
Operations (Transportation & Disposal)	\$55.01	\$55.01	\$54.40	\$52.47	\$49.79
Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Expenditures	N/A	N/A	N/A	N/A	N/A
Subtotal	\$55.01	\$55.01	\$54.40	\$52.47	\$49.79
OTHER FEES					
Fortuna Host Fee (pass through)	\$1.15	\$1.15	\$1.15	\$1.15	\$1.15
Subtotal	\$1.15	\$1.15	\$1.15	\$1.15	\$1.15
TOTAL FEES					
Total Franchise Holder Fees	\$14.08	\$14.17	\$14.33	\$14.50	\$14.59
Total HWMA Fees	\$98.57	\$98.57	\$98.57	\$98.57	\$98.57
Total Other Fees	\$1.15	\$1.15	\$1.15	\$1.15	\$1.15
Grand Total All Fees	\$113.80	\$113.89	\$114.05	\$114.22	\$114.31



May 21, 2019

Kyle Knopp
City of Rio Dell
675 Wildwood Ave.
Rio Dell, CA 95562

Re: Rio Dell CPI and Recycling Processing Rate Adjustment Application 2019/2020

Dear Mr. Knopp,

It continues to be a pleasure to be Rio Dell's waste and recycling operator. Attached is the 2019/2020 rate application as permitted through the franchise agreement between Recology Eel River and the City of Rio Dell. The rate increase reflects allowable CPI and a percentage of disposal as set forth in the franchise agreement. The rate also reflects an adjustment for recyclables processing.

This year the CPI adjustment increases rates by 1.9%. The adjustment for recycling processing was trued up to reflect and estimate of recycling processing based on actual recycling tonnage collected from Ferndale. Based on that number recycling processing is being adjusted by 4.7%.

From what we understand, rate applications are considered by the City Manager and could be heard at a City of Rio Dell meeting annually usually sometime in June so that rates can take effect July 1st.

Please email me at lwise@recology.com to confirm the date the rate application hearing so that I can be there to answer questions.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Linda Wise', written over a white background.

Linda Wise
Recology Eel River, General Manager

Cc: Ed Farewell, Recology Coast Group Manager
Dave Soli, Recology Coast Group
Tom Norris, Recology
Nikki Burke, Recology

enclosures

**City of Rio Dell
Disposal Rates ⁽¹⁾(2)
Exhibit A**

\$114.31 Per Ton Effective 7-1-19

Bag Service									
Regular	<u>1 Bag</u>								
	\$1.93								
Monthly Rate									
20-Gallon Can	<u>1 Can</u>								
1xWeekly	\$5.21								
Monthly Rate									
32-Gallon Can	<u>1 Can</u>								
1xWeekly	\$8.34								
2xWeekly	\$16.69								
		<u>2 Cans</u>		<u>3 Cans</u>		<u>4 Cans</u>			
		\$16.69		\$25.03		\$33.37			
		\$33.37		\$50.06		\$66.74			
Monthly Rate									
Bins No Rental	<u>1 Yard</u>								
1xWeekly	\$52.66								
2xWeekly	\$105.32								
3xWeekly	\$157.99								
		<u>1.5 Yard</u>		<u>2 Yard</u>		<u>3 Yard</u>		<u>4 Yard</u>	<u>8 Yard</u>
		\$78.99		\$105.32		\$157.99		\$210.65	\$421.30
		\$157.99		\$210.65		\$315.97		\$421.30	\$842.59
		\$236.98		\$315.97		\$473.96		\$631.95	\$1,263.89
								\$947.92	

(1) 1 lb. per Gallon ;202 lbs. per Cu. Yd.

(2) Franchise fee 5% of gross revenues.

City of Rio Dell
Disposal Rates per Ton
Exhibit A-1

	Rate Effective Year					
	2015	2016	2017	2018	2019	
ERD FEES						
ERD Labor Cost	\$ 7.07	\$ 7.14	\$ 7.28	\$ 7.43	\$ 7.50	
ERD Operation	4.38	4.43	4.52	4.61	4.66	
ERD Scale Maintenance	0.77	0.78	0.80	0.81	0.82	
ERD Haul Cost Avoidance	(10.71)	(10.82)	(11.04)	(11.26)	(11.37)	
ERD Capital Cost	5.88	5.88	5.88	5.88	5.88	
ERD Return on Investment	6.69	6.76	6.89	7.03	7.10	
Total ERD Fees	\$ 14.08	\$ 14.17	\$ 14.33	\$ 14.50	\$ 14.59	
HWMA FEES ⁽¹⁾						
Operations	\$ 54.87	\$ 55.01	\$ 54.40	\$ 52.47	\$ 49.79	
Payroll	17.21	17.07	20.90	22.83	25.52	
HHW Program	6.29	6.43	5.15	6.73	5.86	
County/City Recycling Programs	4.93	4.52	2.52	2.14	2.05	
Table Bluff Maintenance	0.94	0.81	0.74	0.74	0.74	
County LEA	2.66	3.13	3.13	3.13	3.13	
Cleanup Fees	0.57	0.57	0.57	0.56	0.56	
Cummings Landfill Maintenance Monitoring	4.67	4.44	4.44	4.44	4.71	
County Rural Container Subsidy	4.52	4.68	4.81	4.81	4.81	
Administration	1.91	1.91	1.91	0.72	1.40	
Fortuna Host fee	1.15	1.15	1.15	1.15	1.15	
Total HWMA Fees	\$ 99.72	\$ 99.72	\$ 99.72	\$ 99.72	\$ 99.72	
Total Disposal Rate per Ton	\$ 113.80	\$ 113.89	\$ 114.05	\$ 114.22	\$ 114.31	

**City of Rio Dell
Collection Rates
Exhibit B**

**Bold Numbers
Effective 7-1-19**

CPI Change	1.9%
-------------------	-------------

Bag Service	
Regular	<u>1 Bag</u> \$4.76 \$4.85

Curbside Recycling	
	<u>\$6.52</u> \$6.64

Monthly Rate	
20-Gallon Can	<u>1 Can</u> \$16.20 \$16.50

Monthly Rate				
32-Gallon Can	<u>1 Can</u>	<u>2 Cans</u>	<u>3 Cans</u>	<u>4 Cans</u>
1xWeekly	\$18.53	\$25.97	\$35.97	\$42.37
2xWeekly	\$32.34	\$49.09	\$69.12	\$81.95
	\$18.88	\$26.45	\$36.64	\$43.16
	\$32.94	\$50.00	\$70.41	\$83.48

Monthly Rate							
Bins No Rental	<u>1 Yard</u>	<u>1.5 Yard</u>	<u>2 Yard</u>	<u>3 Yard</u>	<u>4 Yard</u>	<u>6 Yard</u>	<u>8 Yard</u>
1xWeekly	\$31.26	\$46.89	\$62.59	\$93.88	\$125.11	\$187.76	\$250.93
2xWeekly	\$55.80	\$93.17	\$124.36	\$186.45	\$248.97	\$373.00	\$497.36
3xWeekly	\$93.88	\$139.85	\$186.45	\$279.83	\$373.00	\$559.45	\$746.40
	\$31.84	\$47.76	\$63.76	\$95.63	\$127.44	\$191.26	\$255.60
	\$56.84	\$94.91	\$126.68	\$189.92	\$253.61	\$379.95	\$506.62
	\$95.63	\$142.45	\$189.92	\$285.04	\$379.95	\$569.87	\$760.30
Bins Rental	<u>1 Yard</u>	<u>1.5 Yard</u>	<u>2 Yard</u>	<u>3 Yard</u>	<u>4 Yard</u>	<u>6 Yard</u>	<u>8 Yard</u>
	\$20.85	\$23.73	\$26.67	\$32.54	\$38.26	\$50.33	\$58.66
	\$21.24	\$24.17	\$27.17	\$33.15	\$38.97	\$51.27	\$59.75

**City of Rio Dell
CPI Table
Exhibit B-1**

**CPI-All Urban Consumers (Current Series)
Original Data Value**

Series Id: CUUR0000SA0
 Not Seasonally Adjusted
 Series Title: All items in U.S. city average, all urban
 Area: U.S. city average
 Item: All items
 Base Period: 1982-84=100
 Years: 2009-2019

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2009	211.143	212.193	212.709	213.240	213.856	215.093	215.351	215.834	215.969	216.177	216.330	215.949	213.139	215.935
2010	216.687	216.741	217.631	218.009	218.178	217.965	218.011	218.312	218.439	218.711	218.803	219.179	217.535	218.576
2011	220.223	221.309	223.467	224.906	225.964	225.722	225.922	226.545	226.889	226.421	226.230	225.672	223.598	226.280
2012	226.665	227.663	229.392	230.085	229.815	229.478	229.104	230.379	231.407	231.317	230.221	229.601	228.850	230.338
2013	230.280	232.166	232.773	232.531	232.945	233.504	233.596	233.877	234.149	233.546	233.069	233.049	232.366	233.548
2014	233.916	234.781	236.293	237.072	237.900	238.343	238.250	237.852	238.031	237.433	236.151	234.812	236.384	237.088
2015	233.707	234.722	236.119	236.599	237.805	238.638	238.654	238.316	237.945	237.838	237.336	236.525	236.265	237.769
2016	236.916	237.111	238.132	239.261	240.229	241.018	240.628	240.849	241.428	241.729	241.353	241.432	238.778	241.237
2017	242.839	243.603	243.801	244.524	244.733	244.955	244.786	245.519	246.819	246.663	246.669	246.524	244.076	246.163
2018	247.867	248.991	249.534	250.546	251.588	251.989	252.006	252.146	252.439	252.885	252.038	251.233	250.089	252.1245
2019	251.712	252.776	254.202											

March to March Change	1.9%
-----------------------	------

Source: Bureau of Labor Statistics
 Generated on: April 21, 2019 (01:11:38 PM)

City of Rio Dell

RCY Processing Rates

Exhibit C

Effective 7-1-19

RCY Processing	4.7%
----------------	------

Bag Service									
Regular									
	<u>1 Bag</u>								
	\$0.32								
Curbside Recycling									
	\$0.32								
Monthly Rate									
20-Gallon Can									
1xWeekly	<u>1 Can</u>								
	\$1.03								
32-Gallon Can									
1xWeekly	<u>1 Can</u>								
	\$1.29								
2xWeekly	<u>2 Cans</u>								
	\$2.05								
	\$3.96								
3 Cans	<u>3 Cans</u>								
	\$2.93								
	\$5.72								
4 Cans	<u>4 Cans</u>								
	\$3.64								
	\$7.14								
Monthly Rate									
Bins No Rental									
1xWeekly	<u>1 Yard</u>								
	\$4.01								
2xWeekly	<u>1.5 Yard</u>								
	\$6.02								
	\$12.01								
3xWeekly	<u>2 Yard</u>								
	\$8.03								
	\$16.02								
	\$24.03								
4 Yard	<u>4 Yard</u>								
	\$16.06								
	\$32.06								
	\$48.06								
6 Yard	<u>6 Yard</u>								
	\$24.09								
	\$48.06								
	\$72.09								
8 Yard	<u>8 Yard</u>								
	\$32.15								
	\$64.08								
	\$96.14								
Bins Rental									
	<u>1 Yard</u>								
	\$1.01								
	<u>1.5 Yard</u>								
	\$1.15								
	<u>2 Yard</u>								
	\$1.29								
	<u>3 Yard</u>								
	\$1.57								
	<u>6 Yard</u>								
	\$2.44								
	<u>8 Yard</u>								
	\$2.84								

City of Rio Dell
 RCY Processing Costs Rate Year 2019
 Exhibit C-1

	2018		2019	
	Projected	2018 Actual/ Estimated	Projected	Projected
RCY Processing Fee	\$ 69.56	\$ 69.56	\$	\$ 69.56
Rio Dell Annual RCY Tons	150.00	204.41		204.82
Rio Dell Tons (9/6/18 to 6/30/19)	122.05	166.33		NA
RCY Charges for Rate Year Franchise Fee	\$ 8,490.13	\$ 11,569.79	\$	\$ 14,247.30
Increase/(Decrease) in RCY Charges for Rate Year	446.85	608.94		749.86
Total RCY Charges for Rate Year	\$ 8,936.98	\$ 12,178.72	\$	\$ 18,127.50
Rio Dell Annual Revenues (before RCY Processing)	\$ 369,739	\$ 374,347.84	\$	\$ 381,648.60
Rio Dell Revenues 10/1/18 to 6/30/18 (before RCY Processing)	\$ 277,304	\$ 280,760.88		NA
Recycling Processing % Increase	3.22%			4.75%
Total Actual RCY Processing Fees Owed		\$ 12,178.72		
Total Actual RCY Processing Fees Received (% Incr. x Actual Revenues)		9,048.37		
Additional RCY Processing Fees for Rate Year 2019-2020		\$ 3,130.35		

Both 2018 Actual/Estimated and 2019 will be tried up for Rate Year 2020-2021.
 2018 Actual/Estimated based on Recology Fiscal Year ended 9/30/18.
 2019 Projected based on Oct 18 to Mar 19.

City of Rio Dell
Combined Rates (including RCY Processing)
Exhibit D

Effective 7-1-19

Bag Service	<u>1 Bag</u>								
Regular	\$7.10								
Curbside Recycling	\$6.96								
Monthly Rate									
20-Gallon Can	<u>1 Can</u>								
1xWeekly	\$22.74								
Monthly Rate									
32-Gallon Can	<u>1 Can</u>	<u>2 Cans</u>	<u>3 Cans</u>	<u>4 Cans</u>					
1xWeekly	\$28.51	\$45.19	\$64.60	\$80.17					
2xWeekly	\$51.99	\$87.33	\$126.19	\$157.36					
Monthly Rate									
Bins No Rental	<u>1 Yard</u>	<u>1.5 Yard</u>	<u>2 Yard</u>	<u>3 Yard</u>	<u>4 Yard</u>	<u>6 Yard</u>	<u>8 Yard</u>		
1xWeekly	\$88.51	\$132.77	\$177.11	\$265.67	\$354.15	\$531.32	\$709.05		
2xWeekly	\$169.86	\$264.91	\$353.35	\$529.92	\$706.97	\$1,059.96	\$1,413.29		
3xWeekly	\$265.67	\$397.45	\$529.92	\$795.05	\$1,059.96	\$1,589.88	\$2,120.33		
Bins Rental	<u>1 Yard</u>	<u>1.5 Yard</u>	<u>2 Yard</u>	<u>3 Yard</u>	<u>4 Yard</u>	<u>6 Yard</u>	<u>8 Yard</u>		
	\$22.25	\$25.32	\$28.46	\$34.72	\$40.82	\$53.71	\$62.59		

**City of Rio Dell
Disposal Rate by Size
Exhibit E**

<u>Size</u>	<u>Ton⁽¹⁾</u>	<u>Rate</u>	<u>Rate/ container</u>	<u>Monthly Rate</u>	<u>Rate with Franchise Fee⁽²⁾</u>	<u>Monthly Rate with Franchise Fee⁽²⁾</u>
20 Gallon	0.0100	\$ 114.31	\$ 1.14	\$ 4.95	\$ 1.20	\$ 5.21
32 Gallon	0.0160	114.31	1.83	7.92	1.93	8.34
40 Gallon	0.0200	114.31	2.29	9.91	2.41	10.43
64 Gallon	0.0320	114.31	3.66	15.85	3.85	16.68
1 Cu. Yd.	0.1010	114.31	11.55	50.03	12.16	52.66
1.5 Cu. Yd.	0.1515	114.31	17.32	75.04	18.23	78.99
2 Cu. Yd.	0.2020	114.31	23.09	100.05	24.31	105.32
3 Cu. Yd.	0.3030	114.31	34.64	150.08	36.46	157.99
4 Cu. Yd.	0.4040	114.31	46.18	200.10	48.61	210.65
6 Cu. Yd.	0.6060	114.31	69.27	300.15	72.92	315.97
8 Cu. Yd.	0.8080	114.31	92.36	400.20	97.22	421.29

(1) 1 lb. per Gallon ;202 lbs. per Cu. Yd.

(2) Franchise fee 5% of gross revenues.



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

June 18, 2019

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager *3*
SUBJECT: Presentation from Humboldt Waste Management Authority

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation.

BACKGROUND AND DISCUSSION

Jill Duffy, Executive Director of the Humboldt Waste Management Authority will be present to provide a video presentation detailing HWMA activities, the facilities, landfills and diversion activities. The video is 11 minutes in length and designed to provide elected officials and public with information about materials management activities.

Humboldt Waste Management Authority (HWMA) was established by a Joint Powers Agreement comprised of the County of Humboldt and the Cities of Arcata, Blue Lake, Eureka, Ferndale and Rio Dell in 1999. The Authority is governed by a six-member Board of Directors who regularly meet and provide direction to the Authority's Executive Director.

HWMA owns and is responsible for the operation and maintenance activities associated with the Hawthorne Street Transfer Station, Eureka Recycling Center, Household Hazardous Waste Facility and the Cummings Road Landfill. The Authority receives municipal solid waste (garbage) and curbside recycled materials delivered by franchise haulers, and is a One-Stop Drop off for the general public for self-hauled municipal solid waste, recycling services and other material diversion programs and services.

Since 1999, HWMA has been committed to waste reduction and materials diversion activities, beginning with diversion of green waste from the local landfill, expanding over the years to include recycling, CRV Buy-Back, household hazardous wastes, universal wastes (batteries, fluorescent bulbs, medical sharps), electronic wastes, appliances, oil and other automotive fluids, carpet recycling, paint-care and re-use, and tires. Authority staff work closely with our member agencies, franchise haulers and the public to identify opportunities to reduce, re-use and remove other materials from the waste stream.

The Cummings Road Landfill ceased landfill activities in June of 2000, and following several years of planning and permitting, the landfill underwent construction closure activities that were


completed in 2016. The Authority is responsible for 30 years of closure/post-closure maintenance and monitoring activities.

HWMA does not provide or oversee any curbside services, nor the rental of boxes or bins. If you need these services, please contact your local franchise hauler.

///

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council
FROM: Karen Dunham, City Clerk
THROUGH: Kyle Knopp, City Manager 
DATE: June 18, 2019
SUBJECT: Appointment or Election to Vacated City Council Seat

RECOMMENDATION

Discuss and provide staff direction on process for filling vacated City Council seat.

BACKGROUND AND DISCUSSION

A vacancy exists on the City Council with the resignation of Councilmember Richter effective June 4, 2019. To fill the vacancy, the City may either appoint a person to fill the vacated seat until the next general election on November 3, 2020, or call a special election. Either way, the person elected in 2020 would only serve for the remainder of the vacated term ending with the November 2022 election. The California Code is not explicit as to the process for appointing a councilmember to a vacated position. All that is required by statute is that the City makes the appointment within 60 days of the commencement of the vacancy, which in this case is **August 3, 2019**.

Pursuant to Government Code § 36512(b), where a vacancy occurs on a city council, the council shall, within 60 days of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy. If the vacancy occurs in the first half of a term, and more than 130 days from the next general municipal election date, the appointed person serves only until the date of the next general municipal election, at which time the seat is filled by election. (Gov't Code §36512(n)(2)(A).)

Because Councilmember Richter resigned June 4, 2019, in the first half of the term of office and more than 130 days from the November election date, the appointed person would serve until November 2020 at which time the seat would be filled by election.

If the council calls a special election, the special election must be held on the next regularly established election date not less than 114 days from the call of the special election. The next regularly established election date on which the special election could occur is **November 5, 2019 (if the City Council calls the election on or prior to July 15, 2019)**. If the Council calls the election after that date, the next regularly established election date would be **March 3, 2020**.

Because there are now so few districts that still hold elections in odd-numbered years and most of those districts rarely have enough candidates to warrant an election, it is likely that that a Rio Dell election will be the only election in our area. The City would likely bear all costs associated with this election, regardless of whether it is held on November 5, 2019 or March 3, 2020. The estimated cost is \$6,500 which has not been added to the FY 2019-20 budget. Additionally, recent changes in State law require the city to cover the cost of returned Vote-By-Mail ballots - a cost that will be determined by turnout.

Because of the timing of this vacancy and the cost of a special election, staff is recommending the council fill the seat by appointment within the 60 days as required, and plan to fill the remainder of the unexpired term of Councilmember Richter at the November 5, 2020 election. Alternatively, the council could call a special election, and would need to do so by July 15, 2019 in order to meet the deadline for the November 5, 2019 election; otherwise, there would likely be significant costs associated with holding a special election in March 2020.

Provided the Council chooses to proceed by filling the vacated City Council seat by appointment, staff will return to Council at the July 2, 2019 regular meeting to interview the applicants and approve the appointment.

///

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 18, 2019**

TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager *[Signature]*
FROM: Cheryl Dillingham, Interim Finance Director *[Signature]*
DATE: June 18, 2019
SUBJECT: Adoption of Fiscal Year 2019-20 City Operating and Capital Budget

RECOMMENDATION

That the City Council adopt the attached resolution adopting the Fiscal Year (FY) 2019-20 Operating and Capital Budget and Personnel Allocation Table.

BACKGROUND AND DISCUSSION

On May 7, 2019 the first budget workshop was held at City Hall. The Council also met on May 14th to review the budget and on June 4th to receive a presentation of the recommended budget. The Council directed staff to return today for adoption of the final budget.

The following changes were made to the budget since the June 4th Council meeting:

- \$24,630 in salaries and benefits was added for a contract extension stipend
- \$3,483 correction for vacation buyout not included in proposed budget
- \$11,212 correction for new Police officers retirement and health benefits

BUDGETARY IMPACT

Total expenditures are \$4,432,022 (operating expenditures \$3,390,115; debt service and pass-thru amounts \$490,775; and capital projects \$551,132); revenues are \$4,130,892. This is a draw on reserves of \$301,130. Fund balances remain above the 15% fund balance minimum, with the exception of the RSTP Fund, SB1 (RMRA) Fund and the Building Fund.

ATTACHMENTS

Resolution 1425-2019 Fiscal Year 2019-20 Operating and Capital Budget
Budget Documents and Worksheets



**RESOLUTION NO. 1425-2019
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL
ADOPTING THE OPERATING & CAPITAL BUDGET
FOR FISCAL YEAR 2019-20**

WHEREAS, the City is required to adopt an annual operations budget pursuant to City of Rio Dell Resolution 966-2007; and

WHEREAS, the proposed budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, as presented by the Finance Department has been reviewed and revised by the City Manager, and the City Council; and

NOW THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby adopt the City of Rio Dell Fiscal Year (FY) 2019-20 Operating & Capital Budget, including revenues totaling \$4,130,892 and expenditures in the amount of \$4,432,022, for a net draw on reserves in the amount of \$301,130 as follows:

FUND NAME	RESERVES	REVENUES	EXPENDITURES		RESERVES		
	EST Beginning Fund Bal.	Projected Totals	Projected Totals	Transfers	Change in Reserves	Est. End. Fund Balance	Target 30% Reserve
005 Admin Fund	11,918	1,200	1,200		-	11,918	360
008 Building Fund	54,471	45,735	100,206		(54,471)	0	30,062
037 CDBG Fund							
039 CDBG RRLF Fund	2,461	-	2,461		(2,461)	0	738
000 General Fund	1,851,000	1,159,772	1,330,080	300,000	(470,308)	1,380,692	399,024
003 Economic Development	-	-	46,400	(300,000)	253,600	253,600	13,920
044 Measure Z Fund	-	28,694	28,694		0	0	8,608
074 Recycling Fund	19,360					19,360	
015 Parks Fund	17,644	1,500			1,500	19,144	
046 Realignment Grant Fund	3,400					3,400	
040 SLESF Fund	12,877	143,000	155,877		(12,877)	0	46,763
043 Vehicle Abatement Fund	2,605					2,605	
052 Sewer Capital Fund	241,809	102,076	117,200		(15,124)	226,685	35,160
054 Sewer Debt Svc Fund	210,000	302,899	302,899			210,000	90,870
054 Sewer Restricted Reserve	302,899					302,899	
050 Sewer Operations Fund	547,412	808,919	941,357		(132,439)	414,973	282,407
027 Solid Waste Fund	40,241	9,000	14,600		(5,600)	34,641	4,380
093 Spay & Neuter Fund							
020 Gas Tax Fund (HUTA)	164,135	94,614	47,640		46,974	211,109	14,292
024 TDA Fund	45,169	164,343	178,474		(14,131)	31,038	53,542
026 RSTP Fund	2,462	24,500	24,342		158	2,620	7,302
021 SB1 (RMRA) Fund		55,746	54,523		1,223	1,223	16,357
047 STIP ATP Grant							
062 Water Capital Fund	724,664	164,319	81,700		82,619	807,283	24,510
063 Water Metro Wells Fund	29,865	17,006	11,300		5,706	35,571	3,390
064 Water Dinsmore Zone	47,297	22,509	2,600		19,909	67,206	780
061 Water Restricted Reserve	100,422	34,562			34,562	134,984	
061 Water Debt Svc Fund	54,915	172,821	136,000		36,821	91,736	40,800
062 Water CIP Grant							
060 Water Operations Fund	686,839	777,676	854,470		(76,794)	610,045	256,341
TOTAL FY 2019/20	5,173,865	4,130,892	4,432,022		(301,130)	4,872,735	1,329,407

BE IT FURTHER RESOLVED, that the staffing is adopted and funded in the FY 2019-20 Operations Budget as follows:

FISCAL YEAR 2019-20					
POSITION ALLOCATION TABLE					
JOB TITLE	FULL-TIME EMPLOYEES (FTEs)				
	2015/16	2016/17	2017/18	2018/19	2019/20
Accountant I/II	1.0	1.0	1.0	1.0	1.0
Chief of Police	1.0	1.0	1.0	1.0	1.0
City Clerk	1.0	1.0	1.0	1.0	1.0
City Manager/Public Works Director	1.0	1.0	1.0	1.0	1.0
Community Development Director	0.8	0.8	0.8	0.8	0.8
Finance Director	1.0	1.0	1.0	1.0	1.0
Fiscal Assistant II	1.0	1.0	1.0	1.0	1.0
Public Works Leadman	1.0	--	1.0	1.0	1.0
Police Officer	3.0	3.0	3.0	4.0	4.25
Records Technician	0.7	0.7	0.7	0.7	0.7
Sergeant	1.0	1.0	1.0	1.0	1.0
Senior Fiscal Assistant	1.0	1.0	1.0	1.0	1.0
Utility Worker I	3.0	2.0	2.0	2.5	2.5
Water/Wastewater Plant Operator I	1.0	1.0	1.0	2.0	2.0
Operator in Training (OIT)	--	--	--	1.0	1.0
Wastewater Superintendent Trainee	--	1.0	1.0	1.0	--
Wastewater Superintendent	1.0	--	--	--	1.0
Water/Streets Superintendent	1.0	1.0	1.0	1.0	1.0
	19.50	17.50	18.5	22	22.25

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 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 966-2007.

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 2019-20 Budget includes three funds which are not projected to have the required 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 to SB1 (RMRA) Fund (021), RSTP Fund (026) and Building Fund (008).

Section 5.

Adoption of the FY 2019-20 budget includes an inter-fund transfer of \$300,000 from the General Fund (000) to the new Economic Development Fund (003).

Section 6.

Adoption of the FY 2019-20 Budget shows deficits (expenditures exceeding revenues and transfers) in the following funds in the following amounts: General Fund (000) \$470,308, SLESF Fund (040) \$12,877, Sewer Capital Fund (052) \$15,124, Sewer Operations Fund (050) \$132,439, TDA Fund (024) \$14,131, and Water Operations Fund (060) \$76,794.

PASSED AND ADOPTED by the City of Rio Dell on this 18th day of June 2019, by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk

REVENUES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/31/2019 Y-T-D Actual	6/30/2019 Budget	2019-20 Proposed	FUND
venue								
010 Tax - Property Current Secured	106,862	102,000	110,376	107,246	55,100	113,371	113,371	GENERAL FUND
011 Tax - Property Current Unsecured	4,048	3,600	3,892	7,426	4,158	3,700	3,700	GENERAL FUND
013 Tax - Property Prior Unsecured	35	100	66	46	24	50	50	GENERAL FUND
025 Tax - Supplemental Roll	1,780	2,200	1,565	1,798	533	600	600	GENERAL FUND
026 Tax - Home Owner's Property	1,343	1,400	1,360	1,342	199	1,380	1,380	GENERAL FUND
027 Tax - Prior Years - Supplemental	159	-	220	172	122	120	120	GENERAL FUND
030 Tax - Transient Occupancy Tax	13,697	10,500	13,857	13,152	5,218	13,152	13,152	GENERAL FUND
035 Tax - Timber Yield	15	10	32	26	26	18	18	GENERAL FUND
040 Tax - Retail Sales	175,143	100,500	203,758	123,997	89,334	139,143	189,451	GENERAL FUND
041 Tax - In Lieu Retail Sales - County	-	16,000	-	-	-	-	-	GENERAL FUND
042 Tax - Measure U Sales Tax	255,944	170,000	289,425	233,168	134,959	245,000	265,000	GENERAL FUND
045 Tax - (HCAOG) Transportation - TDA	111,856	111,600	114,217	114,217	70,910	124,891	164,343	STREETS FUNDS
046 SB1 RMRA	-	-	12,892	19,301	37,965	57,241	55,746	STREETS FUNDS
048 Tax - Gasoline (Highway Users Tax)	79,588	74,339	72,769	100,580	51,765	94,168	94,614	STREETS FUNDS
050 Tax - Documentary Real Property	7,895	2,800	6,965	2,365	5,111	5,200	7,430	GENERAL FUND
056 Tax - Public Safety - 5% sales	3,457	3,300	3,957	2,460	1,041	3,100	3,707	GENERAL FUND
110 Fees - Franchise - Electric	31,581	27,000	28,223	28,869	-	32,213	32,213	GENERAL FUND
115 Fees - Franchise - Gas	6,550	6,000	9,138	6,020	-	6,681	6,681	GENERAL FUND
120 Fees - Franchise - Garbage	17,252	15,000	13,088	16,778	13,566	17,597	17,597	GENERAL FUND
125 Fees - Franchise - Cable TV	36,952	33,600	35,341	36,144	17,431	37,691	37,691	GENERAL FUND
150 Fees - Business License	9,543	9,000	10,313	10,694	5,868	9,500	9,557	GENERAL FUND
151 Fees - Business License CASP SB1186	238	180	581	285	508	310	702	GENERAL FUND
152 Fees - Memorial Park	90	-	95	-	100	-	95	GENERAL FUND
153 Cannabis Stamp Fees	-	-	420	-	200	-	-	GENERAL FUND
154 CANNABIS REVENUES	-	-	23,000	-	11,382	-	-	GENERAL FUND
155 Cannabis Business Tax Revenue	-	-	-	-	4,000	-	16,000	GENERAL FUND
162 Fees - Motor Vehicle License (VLF)	9,160	7,100	13,999	4,309	1,617	11,569	20,000	GENERAL FUND
163 Fees - In Lieu VLF - County	356,193	342,000	369,160	356,194	-	361,536	375,777	GENERAL FUND
170 Fees - Animal License	2,432	1,350	1,199	1,657	1,873	1,657	1,657	GENERAL FUND
173 Fees - Animal Control/Relinq.	422	1,200	316	928	332	650	650	GENERAL FUND
178 Fees - Booking	155	500	784	350	342	350	350	GENERAL FUND
180 Fees - Notary	170	-	120	75	75	120	120	GENERAL FUND
183 Fees - Special Police Services	3,900	1,900	1,951	2,100	1,090	3,700	1,900	GENERAL FUND
190 Fees - Integrated Waste Management	10,359	9,000	6,698	9,000	2,110	9,800	9,000	SOLID W. FUND
195 Fees - Customer fax and copy	110	25	99	35	45	57	90	GENERAL FUND
199 Sewer Lien Fees	90	-	-	-	-	-	-	GENERAL FUND
230 Fines - Building Code	-	-	-	-	920	-	-	GENERAL FUND
240 Fines - Other	-	-	-	-	3,033	-	-	GENERAL FUND
310 Interest Income	13,722	-	1,842	800	30,750	1,400	-	GENERAL FUND
320 Cellular Income - U.S. Cellular	6,727	6,500	6,882	6,657	4,652	6,657	7,073	GENERAL FUND
321 Cellular Income - T. Mobile	14,100	11,800	14,664	14,212	11,407	14,496	15,372	GENERAL FUND

REVENUES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/31/2019 Y-T-D Actual	6/30/2019 Budget	2019-20 Proposed	FUND
Revenue								
10 Building Plan - Constr Permits	18,488	13,885	18,912	14,500	14,466	14,500	20,000	BUILDING FUND
120 Planning - Zoning Fees	5,296	2,500	5,993	2,500	3,597	2,500	5,000	GENERAL FUND
130 Planning - Subdivision Fee	-	1,500	-	-	-	-	-	GENERAL FUND
135 Planning - Home Occupation Permit Fee	400	200	320	200	120	200	200	GENERAL FUND
140 Building Plan - Plan Check Fee	4,154	3,950	8,564	4,100	3,825	4,100	10,000	BUILDING FUND
145 Building - Administrative Fees	17,508	14,000	16,035	15,500	12,434	15,500	15,000	BUILDING FUND
156 Planning - Parks & Recreation Development	4,500	-	1,500	1,500	-	1,500	1,500	PARKS AND REC
160 Building Plan - Seismic Fees	177	125	442	75	270	75	75	BUILDING FUND
162 Building Standards - SB1473	85	66	108	56	74	56	60	BUILDING FUND
163 Building - Continuing Education	156	110	161	100	112	100	200	BUILDING FUND
164 Building - Technology Fee	353	340	361	300	251	300	400	BUILDING FUND
165 Encroachment Permits	500	425	1,175	500	1,375	500	1,500	BUILDING FUND
180 Insurance Premium Reimbursement	27,789	-	19,921	650	-	-	-	GENERAL FUND
190 Sewer - Service	844,726	758,656	795,560	803,326	553,995	805,212	779,649	SEWER FUND
196 Sewer - Debt Service (14)	213,884	310,000	315,539	303,000	218,249	302,899	302,899	SEWER FUND
200 Sewer - Connection	15,660	5,220	20,880	5,000	15,660	5,000	5,000	SEWER FUND
240 Sewer - Replacement Reserve (14)	136,999	98,344	97,080	71,930	67,156	97,076	97,076	SEWER FUND
250 Water - Service	686,728	667,805	755,966	684,720	513,174	760,476	748,406	WATER FUND
255 Water - Debt Service (14)	156,094	152,371	171,700	136,700	116,885	172,821	172,821	WATER FUND
260 Water - Connection	31,222	-	34,338	27,500	23,376	34,562	34,562	WATER FUND
290 Late Fee	9,259	2,700	8,100	5,400	10,800	13,500	-	WATER FUND
335 Delinquent Fees	47,572	41,200	52,707	25,000	35,713	40,000	50,000	WAY/SE FUND
340 Water - Damage Replacement	8,810	6,180	9,130	12,500	7,270	8,540	8,540	WAY/SE FUND
350 Water - Capital	150,983	193,510	165,979	172,584	112,978	167,061	164,319	WATER FUND
353 Water - Metro Wells	15,606	11,697	17,178	14,795	11,693	17,291	17,006	WATER FUND
354 Water - Dinsmore Zone	19,378	17,466	22,196	22,744	14,419	22,509	22,509	WATER FUND
700 Grant Revenue	-	-	100,000	-	-	-	-	-
712 Grant Restricted - RSTP HCAOG	22,358	22,000	27,451	27,451	(27,451)	22,000	24,500	STREETS FUND
725 Gen. Fund Income from CDBG Principal	40,982	12,000	44,246	3,174	22,114	3,174	-	GENERAL FUND
727 Late Fees - GEN. FUND FROM CDBG PI	-	-	1	-	-	-	-	GENERAL FUND
740 Grant Restr - Police Grant SLESF	97,058	100,000	139,416	100,000	119,681	100,000	143,000	SLESF FUND
744 Grant Rest - Police Realignment Grant	-	5,500	-	4,800	-	-	-	-
746 Grant Restricted - Recycling	10,000	5,000	5,000	5,000	-	5,000	-	-
747 Grant - Measure Z	29,402	35,569	26,112	34,100	12,742	34,582	28,694	MEASURE Z
763 Grant Rest. - Prop. 84/NCIRWMP	27,467	591,794	488,206	-	-	-	-	-
764 Grant Rest. -USDA ECWAG	215,050	-	158,150	-	-	-	-	-
766 Grant Restricted - ATPL-5396	1,151	-	96,838	-	-	1,000,000	-	-
802 Donations- Bicycle Helmets	650	-	-	-	500	-	-	-
804 Contributions on the Avenue	-	-	1,250	-	-	-	-	-
900 Fund Revenue	2,239	2,800	1,977	2,387	932	1,760	1,200	ADMIN FUND

REVENUES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/31/2019 Y-T-D Actual	6/30/2019 Budget	2019-20 Proposed	FUND
Revenue								
920 Misc - Special Public Works	2,263	-	1,409	1,745	-	1,746	-	
950 Misc	429	-	485	325	420	-	-	
990 Misc - Other	18,333	-	861	100	370	-	-	
995 Donations	163	-	-	500	200	-	-	
999 Revenue- Reserves	-	400,714	-	-	-	-	-	
Total Revenue	3,630,091	3,990,416	4,390,530	3,190,135	2,011,786	4,367,300	4,130,892	
						9,338,958		

REVENUE BY FUND		OTHER FUNDS	
Admin Fund	1,200	CDBG Fund	-
Parks Fund	1,500	CDBG RRLF Fund	-
Solid Waste Fund	9,000	Economic Development	-
Water Metro Wells Fund	17,006	Recycling Fund	-
Water Dinsmore Zone	22,509	STIP ATP Grant	-
RSTP Fund	24,500	Realignment Grant Fund	-
Measure Z Fund	28,694	Vehicle Abatement Fund	-
Water Restricted Reserve	34,562	Spay & Neuter Fund	-
Building Fund	45,735	Water CIP Grant	-
SB1 (RMRA) Fund	55,746	TOTAL REVENUE	070
Gas Tax Fund (HUTA)	94,614		
Sewer Capital Fund	102,076		
TDA Fund	164,343		
SLESF Fund	143,000		
Water Capital Fund	164,319		
Water Debt Svc Fund	172,821		
Sewer Debt Svc Fund	302,899		
Water Operations Fund	777,676		
Sewer Operations Fund	808,919		
General Fund	1,159,772		
TOTAL REVENUE	4,130,892		

2 CITY MANAGER EXPENDITURES		6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
000	Full Time Salaries	153,056	154,945	144,899	151,968	102,690	156,003	162,761	
026	Part Time Temporary Salaries	-	-	-	-	-	-	-	
030	Overtime Salaries	-	-	-	-	199	-	-	
035	Benefit - ICMA City 457	19,044	17,312	19,247	19,153	13,465	17,600	20,201	
040	Benefit - Health Insurance	14,203	14,680	13,788	13,745	11,347	15,855	16,942	
041	Health Savings	(240)	(600)	-	-	-	-	-	
042	Benefit - Life Insurance	332	303	315	333	241	339	285	
044	Benefit - Dental/Vision Insur	1,908	1,948	1,820	1,754	1,505	1,914	955	
045	Worker Compensation Insurance	1,685	2,025	1,436	2,245	921	3,119	8,415	
050	FICA	12,013	11,852	12,238	11,451	8,804	11,936	13,997	
055	Unemployment Insurance	686	685	644	707	691	755	688	
060	Clothing Allowance	-	-	-	-	-	-	-	
069	Accrued Payroll Taxes Expense	141	-	18	-	(720)	-	-	
081	Compensated Absences Payable	283	-	(920)	-	-	-	-	
101	Office Supplies	790	1,500	916	1,500	375	1,502	1,502	
102	Operating Supplies	129	348	183	348	168	349	349	
103	Postage	586	252	587	547	593	546	546	
104	Printing - Forms	4,826	4,000	4,009	4,350	1,725	4,350	4,350	
105	Advertising	152	-	-	210	650	209	209	
106	Promotional	241	-	-	200	438	200	200	
112	Legal	28,273	15,000	19,341	28,700	11,463	23,702	23,702	
115	Contract/Professional Services	4,318	33,300	6,896	14,649	1,847	9,647	9,647	
120	Cell Phones	1,404	1,400	1,462	1,500	1,597	1,502	2,219	
121	Telephone - Pager	137	360	185	360	92	359	359	
122	Training - Conference	1,791	3,000	456	3,000	1,530	3,000	3,000	
123	Automobile - Transportation	4,896	4,645	4,819	4,645	3,245	4,644	4,644	
125	Publications - Books	440	52	247	87	24	86	86	
126	Dues & Memberships	1,594	1,100	5,214	3,850	3,160	2,000	2,000	
128	Employee Relations	-	100	-	100	-	102	102	
130	Rents - Leases	1,169	2,100	1,158	1,925	793	1,924	1,924	
131	Records Maintenance	141	112	83	128	52	127	127	
135	Maintenance - Repair	699	700	1,108	700	418	702	702	
138	Office Equipment	4,030	3,496	1,783	1,405	1,122	1,406	1,406	
139	Equipment	37	500	-	500	-	1,702	500	Decreased (\$1,200) Chairs purchased 18/19
141	General Liability Insurance	5,184	8,538	5,210	3,510	3,175	3,511	3,511	
143	Property Insurance	777	1,672	977	574	738	574	574	
144	Emp Practice Liab Insurance	386	1,400	425	225	253	226	226	
150	Electricity	760	1,475	637	795	567	794	794	
151	Natural Gas	194	140	86	140	72	140	140	
152	Water	214	225	375	225	395	226	226	
153	Sewer	106	103	238	103	126	102	102	
160	Elections	1,060	-	5,601	5,601	-	1,400	-	Decreased (\$1,400) Non election year
166	LAFCO Fees	1,083	1,500	1,029	1,850	-	1,851	1,851	
171	Computer Software	31	500	257	500	1	502	502	
173	Computer Maintenance - Support	2,441	2,740	2,485	2,743	1,708	2,743	2,743	
174	Job Design Services	435	400	477	875	29	876	876	
210	Gas & Oil	21	-	-	-	-	-	-	
514	Engineering	638	1,000	2,446	1,000	1,194	1,000	1,000	

	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
2 CITY MANAGER EXPENDITURES								
520 Improvements	-	220	-	220	-	220	220	
TOTAL EXPENDITURES	272,094	295,028	262,175	288,421	176,693	279,745	294,582	

ALLOCATION BY FUND				TOTAL
000	020	024	050	
GENERAL FUND	GAS TAX FUND	TDA FUND	SEWER FUND	060 WATER FUND
35%	3%	2%	30%	30%
103,104	8,837	5,892	88,375	88,375
				100%
				294,582

3 FINANCE DEPARTMENT

EXPENDITURES

	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
5000 Full Time Salaries	200,523	198,080	205,249	210,330	133,029	203,146	209,774	
5026 Part Time Temporary Salaries	-	-	-	-	-	-	-	
5030 Overtime Salaries	-	-	793	-	2,302	-	2,793	
5035 Benefit - ICMA City 457	20,341	20,965	21,255	21,355	14,307	21,334	25,093	
5040 Benefit - Health Insurance	34,498	33,217	37,137	38,397	28,110	51,660	64,405	
5041 Health Savings	2,400	600	-	-	-	-	-	
5042 Benefit - Life Insurance	624	480	724	768	495	900	720	
5044 Benefit - Dental/Vision Insur	5,087	5,120	6,378	5,973	3,363	6,602	7,250	
5045 Worker Compensation Insurance	2,188	2,600	2,031	3,050	1,161	4,063	1,272	
5050 FICA	16,778	15,155	17,103	15,555	11,391	15,540	18,350	
5055 Unemployment Insurance	1,736	1,737	2,079	1,905	2,158	1,903	1,736	
5060 Clothing Allowance	-	-	-	-	-	-	-	
5069 Accrued Payroll Taxes Expense	127	-	(4)	-	(586)	-	-	
5080 Hiring Costs	-	-	620	-	434	-	-	
5081 Compensated Absences Payable	443	-	1,102	-	-	-	-	
5101 Office Supplies	2,326	3,612	2,797	3,612	1,822	3,611	3,611	
5102 Operating Supplies	194	800	124	500	149	500	500	
5103 Postage	1,980	4,052	1,986	3,500	1,049	3,500	3,500	
5104 Printing - Forms	2,127	3,300	1,217	3,301	835	3,300	3,300	
5106 Promotional	-	-	-	50	23	52	52	
5110 Accounting	17,231	26,500	34,970	32,000	7,450	32,000	32,000	
5112 Legal	44	400	516	400	-	400	400	
5115 Contract/Professional Services	21	752	28	750	101	3,000	12,500	Contracted support
5116 Bank Fees	671	2,200	968	1,200	942	1,200	1,200	
5120 Cell Phones	1,405	1,400	1,400	1,450	1,008	1,452	1,400	
5121 Telephone - Pager	140	800	187	283	92	283	283	
5122 Training - Conference	4,097	4,496	1,535	2,902	3,759	2,903	2,903	
5123 Automobile - Transportation	471	1,300	1,358	3,209	1,406	3,208	3,208	
5125 Publications - Books	17	95	75	95	25	95	95	
5126 Dues & Memberships	220	125	224	125	299	125	125	
5127 License	-	-	43	-	-	-	-	
5130 Rents - Leases	1,065	2,500	1,054	1,750	725	1,752	1,752	
5131 Records Maintenance	995	1,000	804	1,000	533	1,000	1,000	
5135 Maintenance - Repair	517	1,952	780	1,600	410	1,600	1,600	
5138 Office Equipment	2,469	5,200	2,210	3,200	1,958	3,200	3,780	Battery backup \$580 added (4)
5139 Equipment	38	-	-	-	-	-	-	
5141 General Liability Insurance	5,304	8,480	5,331	2,127	3,249	2,126	2,126	
5143 Property Insurance	795	1,660	1,000	348	755	348	348	
5144 Emp Practice Liab Insurance	395	1,600	435	136	258	136	136	
5150 Electricity	777	1,463	651	1,400	580	1,400	1,400	
5151 Natural Gas	61	140	89	140	74	140	140	
5152 Water	483	365	514	585	518	585	585	
5153 Sewer	240	222	324	280	166	280	280	
5163 Property Tax Admin Fees	2,760	3,000	1,416	2,800	-	2,800	2,800	
5170 Computer Software	280	200	536	200	511	2,000	2,000	DocStar Licenses
5171 Computer Maintenance - Support	13,338	15,220	12,570	15,183	9,678	15,183	15,183	

03 FINANCE DEPARTMENT EXPENDITURES	6/30/2017		6/30/2017		6/30/2018		6/30/2018		3/15/2019		6/30/2019		2019/2020	
	Actual	Budget	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Y-T-D Actual	Budget	Proposed	ADJUSTMENTS		
5174 Web Design Services	87	252	130	350	29	352	352	352			352			
Total Expenditures	345,293	371,040	369,739	381,809	234,568	393,679	429,951							

ALLOCATION BY FUND				TOTAL
000	020	024	050	
GENERAL FUND	GAS TAX FUND	TDA FUND	SEWER FUND	060 WATER FUND
20%	1%	1%	39%	39%
85,990	4,300	4,300	167,681	167,681
				100%
				429,951

CYCLING	6/30/2017				6/30/2018				6/30/2019				2019/2020				
	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Actual	Budget	Proposed	Actual	Budget	Proposed	ADJUSTMENTS
PENDITURES																	
00 Full Time Salaries	2,213	2,180	1,701	1,799	1,145	1,799	1,701	1,799	1,145	1,799	1,701	1,799	1,854				
26 Part Time Temporary Salaries	-	-	153	-	1	-	153	-	1	-	153	-	-				
30 Overtime Salaries	-	-	250	238	160	238	250	238	160	238	250	238	240				
35 Benefit - ICMA City 457	138	138	113	112	92	112	113	112	92	112	113	112	140				
40 Benefit - Health Insurance	4	4	3	3	2	3	3	3	2	3	3	3	3				
42 Benefit - Life Insurance	19	19	15	15	11	15	15	15	11	15	15	15	15				
44 Benefit - Dental/Vision Insur	45	32	47	27	10	27	47	27	10	27	47	36	10				
45 Worker Compensation Insurance	174	171	157	138	98	138	157	138	98	138	157	138	160				
50 FICA	8	8	7	7	7	7	7	7	7	7	7	7	7				
55 Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-				
60 Clothing Allowance	10	-	-	-	(10)	-	-	-	(10)	-	-	-	-				
69 Accrued Payroll Taxes Expense	22	17	24	17	11	17	24	17	11	17	24	17	17				
01 Office Supplies	11	50	8	50	14	50	8	50	14	50	8	50	50				
02 Operating Supplies	31	23	22	23	-	23	22	23	-	23	22	23	23				
03 Postage	35	-	30	-	1	-	30	-	1	-	-	-	-				
04 Printing - Forms	330	-	-	-	-	-	-	-	-	-	-	-	-				
05 Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-				
06 Promotional	1,091	1,091	535	-	629	-	535	-	629	-	535	-	-				
12 Legal	7,002	8,531	(1,997)	5,000	9	5,000	(1,997)	5,000	9	5,000	(1,997)	5,000	-				
15 Contract Professional Services	-	-	21	-	15	-	21	-	15	-	21	-	-				
20 Cell Phones	13	8	17	8	8	8	17	8	8	8	17	8	8				
21 Telephone - Pager	1	-	72	-	48	-	72	-	48	-	72	-	-				
23 Automobile - Transportation	2	-	2	-	2	-	2	-	2	-	2	-	-				
25 Publications - Books	-	-	-	-	-	-	-	-	-	-	-	-	-				
26 Dues & Memberships	43	-	3	-	7	-	3	-	7	-	3	-	-				
30 Rents - Leases	5	-	1	-	-	-	1	-	-	-	1	-	-				
31 Records Maintenance	33	-	46	-	11	-	46	-	11	-	46	-	-				
35 Maintenance - Repair	3	-	-	-	-	-	-	-	-	-	-	-	-				
39 Equipment	482	234	485	234	295	234	485	234	295	234	485	234	234				
41 General Liability Insurance	72	46	91	46	69	46	91	46	69	46	91	46	46				
43 Property Insurance	36	55	40	55	23	55	40	55	23	55	40	55	55				
44 Emp Practice Liab Insurance	71	44	59	44	53	44	59	44	53	44	59	44	44				
50 Electricity	6	-	8	-	7	-	8	-	7	-	8	-	-				
51 Natural Gas	3,028	3,028	4,257	3,180	437	3,180	4,257	3,180	437	3,180	4,257	3,650	3,650				Increased \$5,000 Ewaste Program
54 Garbage	-	-	23	-	-	-	23	-	-	-	23	-	-				
171 Computer Software	44	25	45	25	22	25	45	25	22	25	45	25	25				
173 Computer Maintenance - Support	8	20	12	20	3	20	12	20	3	20	12	20	20				
174 Web Design Services	15,234	15,973	6,250	11,041	3,182	11,041	6,250	11,041	3,182	11,041	6,250	14,600	14,600				027 Solid Waste Fund 100%

6 ECON DEVELOPMENT EXPENDITURES	6/30/2017	6/30/2017	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed	
101 Office Supplies	-	-	-	-	-	-	400	
106 Promotional	-	-	-	-	-	-	2,000	
115 Contract/Professional Services	-	-	-	-	-	-	44,000	
total Expenditures	-	-	-	-	-	-	46,400	003 ECON DEV FUND 100%

05 ADMIN EXPENDITURES	6/30/2017	6/30/2017	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed	
135 Maintenance - Repair	17	500	-	500	91	500	500	
212 Gas & Oil	216	500	108	650	175	400	400	
213 Vehicle Repair	-	250	86	1,500	-	300	300	
Total Expenditures	233	1,250	194	2,650	266	1,200	1,200	005 ADMIN FUND 100%

2016 GENERAL GOVERNMENT EXPENDITURES									
	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS	
5000 Full Time Salaries	19,842	20,703	20,541	21,043	20,745	31,565	18,373		Payroll Allocation Differentiation
5026 Part Time Temporary Salaries	-	-	-	-	18	-	-		
5030 Overtime Salaries	-	-	-	-	-	-	-		
5035 Benefit - ICMA City 457	2,335	2,355	2,481	3,082	2,491	4,624	2,086		
5040 Benefit - Health Insurance	994	976	984	975	984	1,463	750		
5041 Health Savings	180	180	-	-	-	-	-		
5042 Benefit - Life Insurance	86	86	82	7	91	11	45		
5045 Worker Compensation Insurance	1,148	272	849	316	979	631	3,651		
5050 FICA	1,788	1,573	1,870	1,610	1,894	2,414	1,565		
5055 Unemployment Insurance	130	131	130	143	196	214	109		
5060 Clothing Allowance	-	-	-	-	-	-	-		
5069 Accrued Payroll Taxes Expense	42	-	(1)	-	(70)	-	-		
5081 Compensated Absences Payable	1,230	-	(1,230)	-	-	-	-		
5101 Office Supplies	11	106	12	-	6	-	-		
5102 Operating Supplies	9	89	4	41	7	41	41		
5103 Postage	76	-	62	32	59	32	32		
5104 Printing - Forms	64	40	37	39	27	39	39		
5106 Promotional	-	-	-	-	1	-	-		
5112 Legal	58	-	424	205	29	-	-		
5115 Contract/Professional Services	425	10	1	98	5	20,098	20,098		Carry over - \$20k income survey
5116 Bank Fees	-	-	66	-	-	-	-		
5120 Cell Phones	421	344	414	218	462	218	350		
5121 Telephone - Pager	6	90	9	64	5	64	64		
5122 Training - Conference	-	-	-	-	-	-	-		
5123 Automobile - Transportation	-	-	-	-	-	-	-		
5125 Publications - Books	1	-	1	10	1	10	10		
5126 Dues & Memberships	-	-	-	-	-	-	-		
5130 Rents - Leases	48	205	76	78	50	78	78		
5131 Records Maintenance	2	-	-	-	-	-	-		
5135 Maintenance - Repair	17	200	23	49	5	49	49		
5138 Office Equipment	-	400	-	98	249	998	998		
5139 Equipment	2	-	-	-	-	-	-		
5141 General Liability Insurance	241	1,600	242	591	148	591	591		
5143 Property Insurance	36	401	45	97	34	97	97		
5144 Emp Practice Liab Insurance	18	158	20	38	12	38	38		
5150 Electricity	35	346	30	54	26	54	54		
5151 Natural Gas	3	22	4	17	3	17	17		
5171 Computer Software	-	-	13	-	-	-	-		
517 Computer Maintenance - Support	33	179	24	39	11	39	39		
5171 Computer Maintenance - Support	4	40	6	39	1	39	39		

06 GENERAL GOVERNMENT	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
Total Expenditures	29,285	30,506	27,219	28,983	28,469	63,424	49,212	

ALLOCATION BY FUND	TOTAL
050	
GENERAL FUND	46,751
060 CDBG FUND	2,461
	5%
	100%

2017 POLICE EXPENDITURES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
000 Full Time Salaries	301,164	297,867	280,164	335,119	152,637	320,892	356,725	
026 Part Time Temporary Salaries	22,915	22,455	23,979	24,621	16,297	26,114	38,626	
030 Overtime Salaries	15,784	20,391	22,069	23,405	18,801	-	9,000	
035 Benefit - ICMA City 457	52,636	58,336	49,574	57,802	26,392	60,509	69,234	
040 Benefit - Health Insurance	67,370	68,952	59,583	71,021	25,843	84,120	80,965	
041 Health Savings	3,000	3,000	-	-	-	-	-	
042 Benefit - Life Insurance	1,280	1,056	1,212	1,440	698	1,350	1,620	
044 Benefit - Dental/Vision Insur	10,522	10,492	8,501	10,517	3,534	12,155	9,246	
045 Worker Compensation Insurance	35,908	36,039	24,605	33,955	12,984	39,029	29,925	
050 FICA	29,235	24,623	28,337	26,353	16,416	26,546	35,330	
055 Unemployment Insurance	2,681	2,716	2,604	2,856	2,354	2,856	3,472	
060 Clothing Allowance	3,281	3,750	3,125	3,750	1,406	4,500	5,000	
069 Accrued Payroll Taxes Expense	610	-	(137)	-	(1,530)	-	-	
080 Hiring Costs	-	3,000	4,553	3,000	5,485	3,000	3,000	
101 Office Supplies	940	1,200	1,326	1,200	340	1,200	1,200	
102 Operating Supplies	2,894	2,200	2,546	2,200	1,821	2,200	3,200	Increased \$1000
103 Postage	537	600	600	600	388	600	600	
104 Printing - Forms	239	1,000	359	480	228	480	480	
105 Advertising	-	300	1,152	300	-	300	300	
106 Promotional	-	50	-	50	-	50	50	
112 Legal	853	1,000	1,702	1,000	1,975	1,000	1,000	
115 Contract/Professional Services	4,692	3,650	3,537	3,650	1,605	3,650	3,650	
117 Animal Control	12,131	12,000	12,184	12,000	8,442	12,000	23,800	Increased \$12,200 new contract, misc. vet
119 Safety Supplies & Equipment	640	1,239	125	1,239	428	1,239	1,239	
120 Cell Phones	3,461	3,110	2,959	3,110	2,009	3,110	4,270	
121 Telephone - Pager	3,975	4,500	2,984	4,500	1,636	4,500	4,500	
122 Training - Conference	1,147	4,400	2,148	4,400	4,757	9,900	4,719	Decreased (\$5,181) POST reimbursement
123 Automobile - Transportation	694	500	702	500	40	4,000	2,000	
125 Publications - Books	139	500	360	500	152	500	500	
126 Dues & Memberships	331	1,800	785	1,800	6	1,800	1,800	
127 License	-	-	56	-	-	-	-	
128 Employee Relations	-	250	-	250	-	250	250	
130 Rents - Leases	3,086	2,500	1,903	2,900	606	2,900	2,900	
131 Records Maintenance	239	400	354	400	430	400	400	
135 Maintenance - Repair	1,375	5,523	1,824	5,523	744	2,523	2,523	
138 Office Equipment	2,493	4,200	382	2,100	-	4,600	12,525	Increased \$7,925 copy machine, computers
139 Equipment	15,250	21,046	(1,064)	5,719	-	4,525	10,525	Increased \$6,000 for SLESF fund availability
141 General Liability Insurance	7,716	12,865	7,754	12,265	4,725	12,265	8,200	
140 Property Insurance	1,157	2,519	1,455	2,013	1,098	2,013	2,013	
141 Property Liab Insurance	575	2,050	633	827	376	827	827	

Payroll: includes 4 Full-time Officers, 1 Sergeant, 1 Police Chief, 1 Part-Time Officer (25%), and 1 Part-time Records Clerk (50%)

17 POLICE	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
EXPENDITURES								
150 Electricity	1,344	2,484	1,203	1,425	1,040	1,425	1,425	
151 Natural Gas	89	213	129	200	107	200	200	
152 Water	817	545	930	878	945	878	878	
153 Sewer	407	381	587	390	302	390	390	
162 Medical	525	3,200	905	2,800	5,645	2,800	2,800	
171 Computer Software	1	500	1,307	1,806	4,253	105,000	15,000	Move RIMS software purchase to special proj
173 Computer Maintenance - Support	6,712	7,580	6,858	6,901	6,376	6,901	9,500	Increased for internet line upgrade
174 Web Design Services	126	500	189	500	43	500	500	
192 Code Enforcement	-	1,000	-	500	2,791	30,500	30,500	
193 Nuisance Abatement-Vehicle	4,614	5,714	1,882	1,750	-	1,750	1,750	
212 Gas & Oil	14,519	13,700	13,190	13,225	10,917	13,225	13,225	
213 Vehicle Repair	6,723	4,000	4,977	4,000	5,268	7,548	7,548	
308 Dispatch Service Due	24,900	24,900	24,900	24,900	18,675	24,900	47,300	Increased \$17,900 for new contract
total Expenditures	671,727	706,796	611,992	722,640	369,485	853,920	866,629	

ALLOCATION BY FUND				TOTAL
000				
GENERAL FUND	040	044		
	SLESF FUND	MEASURE Z		
79%	18%	3%		100%
682,059	155,877	28,694		866,629

8 SEWER - PUBLIC WORKS		6/30/2017	6/30/2017	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
EXPENDITURES		Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed	
000 Full Time Salaries	86,714	92,828	104,524	117,443	84,435	161,669	156,577		
026 Part Time Temporary Salaries									
030 Overtime Salaries	1,704	2,086	3,088		4,026	5,156	2,469		
035 Benefit - ICMA City 457	9,307	9,625	9,854	11,322	8,151	16,915	2,670		
040 Benefit - Health Insurance	19,611	24,312	23,963	27,972	22,302	53,336	16,247		
042 Benefit - Life Insurance	291	330	416	432	394	758	34,025		
044 Benefit - Dental/Vision Insur	2,882	3,963	3,837	3,872	2,969	7,639	580		
045 Worker Compensation Insurance	19,266	17,876	19,066	17,296	14,482	22,634	3,655		
050 FICA	7,281	6,787	8,727	8,821	7,203	12,368	22,266		
055 Unemployment Insurance	1,362	849	1,581	1,071	2,543	1,671	13,410		
060 Clothing Allowance	1,277	930	1,323	1,125	2,080	1,721	1,463		
069 Accrued Payroll Taxes Expense	110	-	36	-	(208)	-	1,610		
080 Hiring Costs	67	-	1,812	629	569	-	-		
081 Compensated Absences Payable	1,606	-	(987)	-	-	-	-		
101 Office Supplies	926	500	1,795	525	584	525	525		
102 Operating Supplies	2,475	2,000	995	3,300	3,401	3,300	3,300		
103 Postage	5,766	2,400	4,295	3,700	1,967	3,700	3,700		
104 Printing - Forms	762	465	1,208	1,900	1,081	1,900	1,900		
105 Advertising	584	200	83	500	-	500	500		
106 Promotional				90	93	90	90		
108 Streets		1,000	-	1,000	-	1,000	4,000		Increased \$3,000 for PW repairs
109 Chemicals	37,423	30,000	32,304	32,675	22,172	32,675	32,675		
112 Legal	7,653	500	135	500	928	2,500	2,500		
115 Contract/Professional Services	22,523	29,003	13,358	13,500	6,358	43,500	43,500		Carry over - \$30k Rate analysis
119 Safety Supplies & Equipment	2,329	1,400	1,268	2,150	2,490	2,150	2,150		
120 Cell Phones	1,535	1,415	778	1,415	865	1,415	1,415		
121 Telephone - Pager	2,103	1,025	2,082	2,000	1,847	2,000	2,000		
122 Training - Conference	764	1,350	4,732	4,668	126	1,350	4,000		Increased \$2,750 for add'l staff
123 Automobile - Transportation	1,534	500	1,552	1,553	379	500	2,500		Increased \$2,000 for add'l staff
125 Publications - Books	344	200	222	575	139	575	575		
126 Dues & Memberships	79	1,000	84	-	82	-	-		
127 License	2,968	1,000	1,130	800	570	800	800		
128 Employee Relations		50	-	50	-	50	50		
130 Rents - Leases	2,227	1,968	2,392	2,105	1,659	2,105	2,105		
131 Records Maintenance	232	40	62	196	26	196	196		
135 Maintenance - Repair	11,895	20,000	42,701	38,446	14,181	25,000	35,000		Increased \$10,000 General Maint. & Repairs
138 Office Equipment - P.W.	261	800	1,526	800	132	800	800		
139 Office Equipment	9,618	4,500	10,805	8,917	5,027	4,500	6,000		Increase \$1,500 for on-site projects
140 General Liability Insurance	18,988	9,329	19,082	17,817	11,629	17,817	17,817		

EXPENDITURES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
143 Property Insurance	2,847	1,827	3,580	2,915	2,703	2,915	2,915	
144 Emp Practice Liab Insurance	1,414	1,680	1,557	1,141	925	1,141	1,141	
150 Electricity	125,438	133,431	139,986	137,434	102,963	137,434	101,434	Transfer \$36,000 cost to Water Ops.
151 Natural Gas	23,013	23,243	25,566	22,000	17,240	22,000	22,000	
152 Water	21,853	29,355	31,322	19,560	14,570	19,560	19,560	
154 Garbage					86			
162 Medical	613	250	148	490	60	490	490	
164 Regulatory Fees	9,115	15,000	8,262	8,600	9,609	8,600	8,600	
165 Property Tax Assessment	2,372	2,242	2,385	2,443	2,456	2,443	2,443	
171 Property Insurance			1,258	500	9	500	500	
173 Computer Maintenance - Support	2,606	1,790	2,007	2,805	1,001	2,805	2,805	
174 Web Design Services	310	175	465	375	106	375	375	
212 Gas & Oil	4,852	3,002	5,253	4,017	5,234	4,017	4,017	
213 Vehicle Repair	997	2,500	2,833	2,500	2,446	2,500	2,500	
215 Public Works - Small Tools	1,997	2,300	1,946	1,250	2,257	1,250	2,500	Increase \$1,250 for tools
225 Public Works - Lab Testing	34,440	34,440	20,702	16,800	12,035	26,800	26,800	TIE or CTR testing
227 Public Works - Equip. Repair	46,866	46,866	15,967	15,501	13,633	15,501	15,501	
229 Public Works - Equip. Rental	540	1,000	1,825	1,500	1,639	1,500	3,500	Increase \$2,000 for SSES, SSO, Etc.
430 Fines/Penalties	-	1,000	-	1,000	-	1,000	1,000	
514 Engineering	177	1,000	1,149	13,000	6,668	1,000	1,000	
520 Improvements	-	1,000	-	1,000	-	1,000	1,000	
Total Expenditures	563,917	572,332	586,040	583,996	420,322	685,646	643,150	050 SEWER OPS FUND 100%

2019 WATER - PUBLIC WORKS		6/30/2017	6/30/2017	6/30/2018	6/30/2018	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
EXPENDITURES		Actual	Budget	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed	
000	Full Time Salaries	67,196	67,613	83,257	109,931	87,704	134,734	87,704	134,734	136,325	
026	Part Time Temporary Salaries									2,469	
030	Overtime Salaries	2,082	3,530	1,792	-	3,284	3,187	3,284	3,187	1,850	
035	Benefit - ICMA City 457	6,624	6,870	8,607	10,887	8,914	14,202	8,914	14,202	14,281	
040	Benefit - Health Insurance	12,054	15,052	18,388	19,957	20,876	28,893	20,876	28,893	32,436	
041	Health Savings	780	360	-	-	-	-	-	-	-	
042	Benefit - Life Insurance	256	233	346	374	283	488	283	488	432	
044	Benefit - Dental/Vision Insur	1,577	2,471	2,316	2,714	2,793	3,959	2,793	3,959	3,710	
045	Worker Compensation Insurance	15,204	13,527	15,045	16,252	14,772	18,863	14,772	18,863	19,431	
050	FICA	5,875	5,136	7,209	8,288	7,390	10,307	7,390	10,307	11,710	
055	Unemployment Insurance	756	702	907	928	1,698	1,195	1,698	1,195	1,107	
060	Clothing Allowance	811	728	1,150	975	964	1,221	964	1,221	1,200	
069	Accrued Payroll Taxes Expense	(15)	-	154	-	(315)	-	(315)	-	-	
080	Hiring Costs			904	-	421	-	421	-	-	
081	Compensated Absences Payable	2,668	-	(20)	-	-	-	-	-	-	
101	Office Supplies	710	300	1,447	600	519	800	519	800	800	
102	Operating Supplies	1,086	9,000	1,223	3,122	1,101	6,100	1,101	6,100	6,100	
103	Postage	3,332	1,800	2,586	3,714	1,444	3,700	1,444	3,700	3,700	
104	Printing - Forms	1,121	3,600	1,057	1,900	1,239	1,900	1,239	1,900	1,900	
105	Advertising	475	450	83	450	-	450	-	450	450	
106	Promotional			-	-	76	-	76	-	-	
107	Memorial Park Expense			-	-	-	-	-	-	-	
108	Streets		2,000	-	2,000	-	2,000	-	2,000	4,000	Increase \$2,000
109	Chemicals	15,333	23,000	13,626	26,481	11,684	29,300	11,684	29,300	29,300	
112	Legal	2,101	10,000	2,822	10,000	2,126	10,000	2,126	10,000	10,000	
115	Contract/Professional Services	1,834	40,000	16,377	36,832	1,289	45,000	1,289	45,000	45,000	Carry over - \$30k Rate analysis
119	Safety Supplies & Equipment	1,088	905	537	1,350	1,037	1,350	1,037	1,350	1,350	
120	Cell Phones	1,665	1,050	1,134	1,650	539	1,650	539	1,650	1,860	
121	Telephone - Pager	1,687	2,134	2,010	2,000	1,799	2,000	1,799	2,000	2,000	
122	Training - Conference	6	2,000	982	2,000	994	3,500	994	3,500	7,500	Increase \$4,000 add'l staff
123	Automobile - Transportation	2	250	547	450	923	450	923	450	2,450	Increase \$2,000 add'l staff
125	Publications - Books	275	100	75	100	701	250	701	250	600	Increase \$350 for books
126	Dues & Memberships	483	1,800	85	900	502	1,900	502	1,900	1,900	
127	License	60	390	431	380	130	380	130	380	2,500	Increase \$2,150 for add'l staff
128	Employee Relations		60	-	60	-	60	-	60	60	
130	Rents - Leases	1,911	2,000	2,399	1,700	1,670	1,700	1,670	1,700	1,700	
131	Records Maintenance	193	50	63	200	26	200	26	200	200	
135	Maintenance - Repair	28,754	32,862	33,820	51,340	16,275	58,020	16,275	58,020	58,020	
136	Ice Equipment - P.W.	396	1,500	362	1,020	132	2,520	132	2,520	2,520	
137	Equipment	8,281	4,000	6,201	5,644	2,284	7,000	2,284	7,000	7,000	

9 WATER - PUBLIC WORKS EXPENDITURES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
141 General Liability Insurance	15,130	9,112	17,174	10,584	12,146	10,584	10,584	
143 Property Insurance	2,515	1,784	3,222	1,731	2,823	1,731	1,731	
144 Emp Practice Liab Insurance	1,223	1,531	1,402	678	966	678	678	
150 Electricity	18,244	18,488	23,650	25,551	22,366	32,551	76,751	Transfer \$36,000 from Sewer Ops
151 Natural Gas	177	144	254	265	214	265	265	
152 Water	612	391	-	-	-	-	-	
153 Sewer	46,577	46,577	38,597	43,700	31,718	43,700	19,560	Decrease \$24,140 (actual est.)
154 Garbage	-	100	184	100	86	100	100	
162 Medical	391	300	59	300	-	300	300	
164 Regulatory Fees	9,955	16,500	8,700	8,000	9,452	8,000	8,000	
165 Property Tax Assessment								
171 Computer Software	2	450	854	450	9	1,500	1,500	
173 Computer Maintenance - Support	1,968	750	3,192	2,857	929	3,423	3,423	
174 Web Design Services	247	180	486	460	110	460	460	
212 Gas & Oil	3,773	6,000	4,783	6,000	4,665	6,000	6,000	
213 Vehicle Repair	818	2,200	2,833	2,200	2,076	3,700	3,700	
215 Public Works - Small Tools	731	2,500	1,477	875	986	875	2,000	Increase \$1,125 for truck tools
225 Public Works - Lab Testing	3,881	10,000	3,590	7,500	3,284	11,700	11,700	
227 Public Works - Equip. Repair	1,356	2,800	3,610	2,800	4,975	5,800	5,800	
229 Public Works - Equip. Rental	-	250	-	250	71	250	250	
430 Fines/Penalties								
514 Engineering	802	1,500	15,343	15,500	2,822	1,500	1,500	
520 Improvements	-	1,000	-	-	-	-	-	
total Expenditures	295,063	378,030	357,332	454,000	294,972	530,396	570,163	060 WATER OPS FUND 100%

ALLOCATION BY FUND				TOTAL
050	063 METROL WELL FUND	98%	11,300	100%
064	DINSMORE ZONE FUND	2%	2,600	100%
			570,163	

0 PLANNING	6/30/2017	6/30/2017	6/30/2018	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
EXPENDITURES	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed		
000 Full Time Salaries	39,394	41,661	43,485	43,840	23,003	33,669	25,211		
026 Part Time Temporary Salaries	-	-	-	-	-	-	-		
030 Overtime Salaries	-	-	-	-	55	-	-		
035 Benefit - ICMA City 457	4,454	4,547	5,061	5,868	2,639	4,489	2,823		
040 Benefit - Health Insurance	3,743	3,773	4,480	4,483	2,427	3,673	2,043		
041 Health Savings	360	240	-	-	-	-	-		
042 Benefit - Life Insurance	163	154	177	82	97	61	63		
044 Benefit - Dental/Vision Insur	323	325	412	400	252	320	-		
045 Worker Compensation Insurance	1,694	527	1,308	658	714	673	4,941		
050 FICA	3,465	3,046	3,799	3,354	2,049	2,576	2,145		
055 Unemployment Insurance	260	260	282	309	218	238	152		
060 Clothing Allowance	-	-	-	-	-	-	-		
069 Accrued Payroll Taxes Expense	48	-	26	-	(136)	-	-		
101 Office Supplies	339	297	220	485	81	485	485		
102 Operating Supplies	21	150	14	150	31	150	150		
103 Postage	396	300	396	395	101	395	395		
104 Printing - Forms	1,800	1,631	1,102	2,200	615	2,200	2,200		
106 Promotional	-	-	-	50	4	50	50		
112 Legal	687	1,000	2,038	1,200	725	1,200	1,200		
115 Contract/Professional Services	2,418	2,715	346	300	16	300	300		
120 Cell Phones	562	490	597	875	504	875	700		
121 Telephone - Pager	22	43	30	120	15	120	120		
122 Training - Conference	-	750	622	1,272	-	750	750		
123 Automobile - Transportation	-	1,250	112	1,250	9	1,250	1,250		
125 Publications - Books	1,222	100	3	100	4	250	250		
126 Dues & Memberships	150	350	403	350	53	350	350		
128 Employee Relations	-	25	-	25	-	25	25		
130 Rents - Leases	444	595	444	595	298	595	595		
131 Records Maintenance	99	100	78	105	52	105	105		
135 Maintenance - Repair	133	300	163	300	18	300	300		
138 Office Equipment	289	1,400	-	500	-	1,100	1,100		
139 Equipment	6	-	-	-	-	-	-		
141 General Liability Insurance	844	1,447	848	1,454	517	1,454	1,454		
143 Property Insurance	127	251	159	238	120	238	238		
144 Emp Practice Liab Insurance	63	348	69	93	41	93	93		
150 Electricity	124	353	104	300	92	300	300		
151 Natural Gas	10	34	14	34	12	34	34		
151 ¹ Meter	89	66	102	97	103	97	97		
151 ² Meter	44	52	64	87	33	87	87		
156 ¹ Julyatory Fees	-	2,000	-	2,000	-	2,000	2,000		

10 PLANNING	6/30/2017	6/30/2017	6/30/2018	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
EXPENDITURES	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed		
5171 Computer Software	-	200	41	200	-	200	200		
5173 Computer Maintenance - Support	1,051	1,125	967	1,193	764	1,193	1,193		
5174 Web Design Services	14	400	21	350	5	350	350		
5610 Bad Debt	-	-	-	-	2,265	-	-		
Total Expenditures	64,858	72,305	67,987	75,312	37,796	62,245	53,748		000 GENERAL FUND 100%

BUILDING	EXPENDITURES	6/30/2017	6/30/2017	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
		Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed	
000	Full Time Salaries	32,780	33,785	36,770	36,825	20,698	30,162	57,260	Payroll Allocation Differentiation
026	Part Time Temporary Salaries	-	-	-	-	-	-	-	
030	Overtime Salaries	-	-	-	-	52	-	-	
035	Benefit - ICMA City 457	3,676	3,762	4,249	4,841	2,362	3,976	6,383	
040	Benefit - Health Insurance	3,412	3,448	4,159	4,158	2,318	3,510	5,378	
041	Health Savings	300	180	-	-	-	-	-	
042	Benefit - Life Insurance	134	125	150	79	87	60	144	
044	Benefit - Dental/Vision Insur	319	325	412	400	252	320	-	
045	Worker Compensation Insurance	1,304	436	984	552	647	603	11,171	
050	FICA	2,858	2,522	3,188	2,817	1,838	2,307	4,869	
055	Unemployment Insurance	217	217	239	262	196	214	347	
060	Clothing Allowance	-	-	-	-	-	-	-	
069	Accrued Payroll Taxes Expense	58	-	3	-	(112)	-	-	
101	Office Supplies	340	347	301	347	94	347	347	
102	Operating Supplies	19	200	13	95	29	95	95	
103	Postage	47	40	249	75	154	75	75	
104	Printing - Forms	449	140	652	136	309	136	136	
106	Promotional	-	-	-	30	3	30	30	
112	Legal	-	500	87	500	-	500	500	
115	Contract/Professional Services	553	2,000	335	2,000	3,029	2,000	2,000	
120	Cell Phones	421	210	458	475	453	475	350	
121	Telephone - Pager	21	70	28	55	14	55	55	
122	Training - Conference	1,259	3,000	323	3,000	334	3,000	3,000	
123	Automobile - Transportation	300	1,000	532	1,000	273	1,000	1,000	
125	Publications - Books	2	500	3	500	4	500	1,500	
126	Dues & Memberships	280	250	303	295	53	295	295	
128	Employee Relations	-	25	-	25	-	25	25	
130	Rents - Leases	433	630	438	585	293	585	585	
131	Records Maintenance	190	115	155	187	103	187	187	
135	Maintenance - Repair	129	400	158	400	17	400	400	
138	Office Equipment	250	1,200	-	500	-	1,000	1,000	
139	Equipment	6	-	-	-	-	-	-	
141	General Liability Insurance	784	989	788	1,454	480	1,454	1,454	
143	Property Insurance	117	239	148	238	112	238	238	
144	Emp Practice Liab Insurance	58	285	64	93	38	93	93	
150	Electricity	115	351	96	185	86	185	185	
151	Natural Gas	9	26	13	25	11	25	25	
157	Water	178	107	97	205	87	205	205	
158	sewer	89	82	60	105	28	105	105	
159	Regulatory Fees	79	250	379	220	358	220	220	

1 BUILDING EXPENDITURES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
167 Seismic Fees	73	200	24	165	-	165	165	
171 Computer Software	-	100	39	100	-	100	100	
173 Computer Maintenance - Support	73	210	74	84	35	84	84	
174 Web Design Services	13	200	19	200	4	200	200	
Total Expenditures	51,345	58,466	55,990	63,213	34,739	54,931	100,206	008 BUILDING FUND 100%

2 CITY COUNCIL EXPENDITURES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
101 Office Supplies	72	40	196	95	83	96	96	
102 Operating Supplies	25	-	31	20	49	20	20	
103 Postage	33	112	6	45	12	46	46	
104 Printing - Forms	26	835	195	27	145	27	27	
106 Promotional	22	2,550	1,661	3,200	2,766	1,700	1,700	
112 Legal	5,838	5,563	5,265	4,000	4,967	4,000	4,000	
115 Contract/Professional Services	2,460	1,599	-	750	-	751	751	
122 Training - Conference	874	3,000	4,263	4,750	3,307	6,251	6,251	
123 Automobile - Transportation	971	2,000	750	1,100	1,103	1,100	1,100	
126 Dues & Memberships	2,439	2,752	-	2,752	-	2,753	2,753	
138 Office Equipment	-	-	326	-	-	-	-	
141 General Liability Insurance	-	-	-	642	-	643	643	
143 Property Insurance	-	-	-	99	-	100	100	
173 Computer Maintenance - Support	-	600	-	200	-	9,800	9,800	
174 Web Design Services	-	98	-	250	95	251	251	
900 RDFD and Library Water/Sewer	4,761	4,667	4,780	5,900	2,878	5,900	5,900	
total Expenditures	17,521	23,816	17,473	23,830	15,405	33,438	33,438	

ALLOCATION BY FUND				TOTAL
000 GENERAL FUND	020 GAS TAX FUND	024 TDA FUND	050 SEWER FUND	060 WATER FUND
35%	3%	2%	30%	30%
9,638	826	551	8,261	8,261
5,900				
15,538	826	551	8,261	8,261
				33,438

8 STREETS - PUBLIC WORKS EXPENDITURES	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed	ADJUSTMENTS
000 Full Time Salaries	28,583	45,158	35,555	60,570	29,704	50,937	43,863	
026 Part Time Temporary Salaries								
030 Overtime Salaries	394	1,579	237	-	193	1,961	4,939	
035 Benefit - ICMA City 457	2,539	3,073	3,273	5,661	2,542	4,969	1,880	
040 Benefit - Health Insurance	5,757	6,734	7,295	15,422	12,793	12,973	4,334	
041 Health Savings	504	84					16,000	
042 Benefit - Life Insurance	128	104	136	278	154	235	-	
044 Benefit - Dental/Vision Insur	867	1,106	923	2,158	1,588	1,753	194	
045 Worker Compensation Insurance	6,926	6,051	6,600	9,359	4,957	7,131	1,795	
050 FICA	2,540	2,298	2,980	4,774	2,306	3,897	6,832	
055 Unemployment Insurance	459	314	750	689	765	695	4,065	
060 Clothing Allowance	167	325	148	724	165	274	599	
069 Accrued Payroll Taxes Expense	52	-	(10)	-	(126)	-	540	
080 Hiring Costs			237	-	8	-	-	
081 Compensated Absences Payable			(1,178)	-	-	-	-	
101 Office Supplies	139	300	51	300	13	300	300	
102 Operating Supplies	217	1,200	423	1,200	417	1,200	1,200	
103 Postage	18	20	43	20	-	19	19	
104 Printing - Forms	59	160	11	160	-	160	160	
105 Advertising	57	188	23	188	-	188	188	
108 Streets	12,162	18,000	11,868	18,000	8,776	18,000	18,000	
109 Chemicals	209	-						
112 Legal	421	1,200	-	850	116	850	850	
115 Contract/Professional Services	48,228	48,365	50,967	48,365	29,705	50,910	51,876	
119 Safety Supplies & Equipment	347	805	197	805	250	805	805	
120 Cell Phones	271	-	1,134	-	632	-	528	
121 Telephone - Pager	509	2,350	413	1,700	593	1,700	1,700	
122 Training - Conference	-	250	35	250	-	250	250	
123 Automobile - Transportation	42	150	47	150	29	150	150	
125 Publications - Books	15	10	-	10	-	10	10	
126 Dues & Memberships	19	100	19	100	18	100	100	
130 Rents - Leases	528	780	11	780	-	781	781	
131 Records Maintenance	49	40	11	80	7	81	81	
135 Maintenance - Repair	4,333	6,300	2,591	6,300	2,826	6,300	6,300	
138 Office Equipment - P.W.	64	130	25	130	36	131	131	
139 Equipment	195	1,200	47	1,200	2,005	1,200	1,200	
141 General Liability Insurance	4,702	3,255	2,756	6,241	-	6,241	6,241	
143 Property Insurance	705	637	517	1,021	-	1,021	1,021	
144 p Practice Liab Insurance	350	685	225	400	-	400	400	
150 Electricity	21,630	26,666	22,317	27,180	17,014	24,500	24,500	
151 Natural Gas	52	126	77	126	62	126	126	

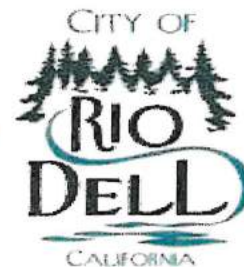
8 STREETS - PUBLIC WORKS EXPENDITURES	6/30/2017	6/30/2017	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020	ADJUSTMENTS
	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Proposed	
152 Water	7,980	4,223	7,832	8,097	4,790	7,200	7,200	
154 Garbage					246			
162 Medical	26	30	16	60	-	60	60	
164 Regulatory Fees	661	90	408	90	247	90	90	
171 Property Insurance	1	75	-	75	2	76	76	
173 Computer Maintenance - Support	210	415	-	415	-	414	414	
174 Web Design Services	77	75	-	125	-	126	126	
212 Gas & Oil	1,161	4,350	1,356	4,350	1,309	4,350	4,350	
213 Vehicle Repair	213	1,800	773	1,800	566	1,800	1,800	
215 Public Works - Small Tools	158	780	388	780	63	781	2,200	Increase \$1,419
217 License	-	10	-	10	-	10	10	
227 Public Works - Equip. Repair	1,963	1,510	922	1,755	535	1,755	1,755	
229 Public Works - Equip. Rental			43					
514 Engineering	2,126	5,004	4,200	5,704	1,993	5,705	5,705	
total Expenditures	158,813	198,105	166,692	238,452	127,299	222,615	225,744	

ALLOCATION BY FUND				TOTAL
020	024	026	021	
GAS TAX FUND	TDA FUND	RSTP FUND	SB1 FUND	
15%	40%	14%	32%	100%
25,769	121,111	24,342	54,523	225,745

EXPENDITURES	6/30/2017	6/30/2017	6/30/2018	6/30/2018	6/30/2018	6/30/2018	3/15/2019	6/30/2019	2019/2020
	Actual	Budget	Actual	Budget	Y-T-D Actual	Budget	Budget	Proposed	
5000 Full Time Salaries	22,493	18,742	25,949	14,728	20,831	45,336	48,057	48,057	
5026 Part Time Temporary Salaries							6,585	6,585	
5030 Overtime Salaries	8	1,040	-	-	184	1,906	2,600	2,600	
5035 Benefit - ICMA City 457	1,803	2,025	2,174	1,210	1,744	4,068	4,611	4,611	
5040 Benefit - Health Insurance	3,148	4,439	2,807	3,820	10,195	12,499	19,566	19,566	
5041 Health Savings	276	37	-	-	-	-	-	-	
5042 Benefit - Life Insurance	69	68	65	71	144	230	234	234	
5044 Benefit - Dental/Vision Insur	472	728	512	541	1,400	1,723	2,164	2,164	
5045 Worker Compensation Insurance	4,955	3,985	4,397	2,132	3,562	6,348	7,650	7,650	
5050 FICA	1,862	1,515	2,146	1,087	1,610	3,468	4,533	4,533	
5055 Unemployment Insurance	287	205	495	177	604	723	738	738	
5060 Clothing Allowance	-	215	-	185	-	287	650	650	
5069 Accrued Payroll Taxes Expense	37	-	(47)	-	(34)	-	-	-	
5080 Hiring Costs	-	-	56	-	-	-	-	-	
5081 Compensated Absences Payable	240	-	9	-	-	-	-	-	
5101 Office Supplies	36	108	46	-	21	-	-	-	
5102 Operating Supplies	50	365	41	-	25	-	-	-	
5103 Postage	6	17	3	17	-	17	17	17	
5104 Printing - Forms	19	68	27	40	27	40	40	40	
5106 Promotional	15	32	-	32	4	33	33	33	
5107 Memorial Park Expense	-	1,100	92	1,100	392	1,100	1,100	1,100	
5109 Chemicals	197	-	-	80	-	80	80	80	
5112 Legal	-	-	-	100	-	100	100	100	
5115 Contract/Professional Services	4	-	627	-	17	-	-	-	
5119 Safety Supplies & Equipment	-	155	-	155	-	156	156	156	
5120 Cell Phones	154	1,100	756	197	408	197	515	515	
5121 Telephone - Pager	24	122	36	47	180	46	46	46	
5122 Training - Conference	-	-	-	10	-	10	10	10	
5123 Automobile - Transportation	-	-	-	15	-	15	15	15	
5125 Publications - Books	3	12	3	12	4	12	12	12	
5126 Dues & Memberships	-	5	1	-	1	-	-	-	
5130 Rents - Leases	117	423	261	157	176	157	157	157	
5131 Records Maintenance	9	5	1	18	-	17	17	17	
5135 Maintenance - Repair	1,487	1,557	8,105	6,552	1,365	3,651	3,651	3,651	
5136 Parks Maintenance - Repair	27	2,023	-	2,023	289	2,023	2,023	2,023	
5137 Equipment	7	800	-	800	-	800	800	800	

	6/30/2017 Actual	6/30/2017 Budget	6/30/2018 Actual	6/30/2018 Budget	3/15/2019 Y-T-D Actual	6/30/2019 Budget	2019/2020 Proposed
EXPENDITURES							
141 General Liability Insurance	904	2,632	909	1,450	554	1,451	1,451
143 Property Insurance	136	515	170	586	129	587	587
144 Emp Practice Liab Insurance	67	455	74	229	44	230	230
150 Electricity	499	965	425	1,110	932	1,110	1,110
151 Natural Gas	10	43	15	40	13	40	40
152 Water	1,072	1,072	7,280	1,072	4,788	1,072	1,072
171 Computer Software	-	-	44	-	-	-	-
173 Computer Maintenance - Support	73	183	85	69	40	69	69
174 Web Design Services	15	295	22	295	5	296	296
212 Gas & Oil	-	500	-	500	-	500	500
215 Public Works - Small Tools	-	183	24	150	-	151	151
227 Public Works - Equip. Repair	1,638	800	32	800	-	800	800
229 Public Works - Equip. Rental	-	500	-	500	-	500	500
Total Expenditures	42,219	49,034	57,642	42,107	49,654	91,848	112,966

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
				112,966



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

June 18, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager *zk*

SUBJECT: Conduct Second Reading and Adoption of Ordinance No. 376-2019 Amending Section 8.10 of the Rio Dell Municipal Code Creating the Nuisance Advisory Committee and Replacing the Nuisance Hearing Committee with a Nuisance Hearing Officer

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Have staff introduce and conduct the second reading of Ordinance No. 376-2019 related to nuisances.
2. Open the public hearing, receive public input and deliberate.
3. Provide direction to staff, if any.
4. Adopt Ordinance No. 376-2019 amending the current Nuisance Hearing Committee Regulations, Chapter 2.55, Section 2.55.060 and the nuisance regulations, Chapter 8.10 of the Rio Dell Municipal Code.

BACKGROUND AND DISCUSSION

On April 16, 2019 the City Council of the City of Rio Dell identified Code Enforcement as its top priority for FY 2019-2020. The City Council of the City of Rio Dell met on May 7, 2019 to provide direction to staff on the nuisance process. During this meeting the Council gave direction to staff to return with language to create a neighborhood preservation committee or a nuisance advisory committee. The Chief of Police has drafted language for the Council's consideration.

On June 1st the Council held the first reading of this proposed ordinance and requested amendments be made in the ordinance such that the meeting would be regularly calendared and held monthly.

Committee composition:

- o Two members of the City Council
- o Chief of Police
- o City Manager

- Economic Development Director
- Two members of the public

Additionally, the Chief of Police is recommending that the current Nuisance Hearing Committee be dissolved and that all hearings be covered by a newly created Nuisance Hearing Officer, who would be a third party. Concern arose about having a hearing committee that was also composed of members of the City Council and/or staff who are also in charge of ultimately overseeing or enforcing code in the City. If approved, the City will begin the process to select a third party Hearing Officer.

///

ORDINANCE NO. 376-2019



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AMENDING THE CURRENT NUISANCE HEARING COMMITTEE REGULATIONS,
CHAPTER 2.55, SECTION 2.55.060 AND THE NUISANCE REGULATIONS, CHAPTER
8.10 OF THE RIO DELL MUNICIPAL CODE:**

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

WHEREAS the City Council desires to amend the Nuisance Hearing Committee Regulations, Chapter 2.55.060 of the Rio Dell Municipal Code (RDMC); and

WHEREAS the purpose of amending Chapter 2.55.060 to be consistent with proposed changes to Chapter 8.10 of the Rio Dell Municipal Code (RDMC); and

WHEREAS the proposed amendments to Chapter 8.10 of the Rio Dell Municipal Code (RDMC) include eliminating the Nuisance Hearing Committee and establishing a Hearing Officer and a Nuisance Advisory Committee; and

WHEREAS staff has learned from conversations with other jurisdictions that Administrative Citations are very effective in abating nuisances; and

WHEREAS under the current provisions, when a complaint is made or a violation is identified, the City notifies the owner and or occupant by mail with a "Courtesy Letter" requesting that they contact the City typically within ten (10) days of receipt of the letter and informing us of their intentions; and

WHEREAS more times than not, the City does not hear from the owner or occupant. The City then sends a second letter requesting they contact the City within five (5) or ten (10) days, depending on the nature of the violation, of receipt of the letter and inform them that if they don't contact the City within the specified time period, the City will record a Notice of Violation. Again, many times the letters are ignored; and

WHEREAS staff believes that the Administrative Citation provisions will be more cost effective

and less time consuming in abating nuisances and code violations in that the Citation is issued and included with the first letter which will be hand delivered and sent Certified mail; and

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

Section 1. Chapter 2.55 of the Rio Dell Municipal Code (RDMC) is hereby amended as follows:

2.55.060 Nuisance ~~Hearing~~ Advisory Committee.

~~Hearing Committee. The appeal shall be heard by a committee (the "Hearing Committee"). The Hearing Committee is responsible to hear appeals regarding the determination of a violation and nuisance or the imposition of an administrative penalty. The Hearing Committee shall consist of two Members of the City Council, two members of the public who are residents of the City and the City Manager, plus one alternate City Council Member to facilitate timely hearings pursuant to this ordinance and resolve any potential conflicts of interest. The alternate City Council Member shall only participate in appeals where one of the other two City Council Members is unable to serve due to scheduling concerns or a conflict of interest. City Council Members shall be selected to serve on the Hearing Committee at the same time that other committees are formed by the City Council. Public Members shall be appointed by a majority of the Council and serve two year staggered terms, ending on the last day of December. Committee members shall not participate in the hearing process in cases when the member has had a substantial personal involvement with the party requesting the hearing and that personal involvement is a conflict of interest. The Hearing Committee shall be advised by the City Attorney to ensure proper legal procedures are followed and adhered to.~~

Nuisance Advisory Committee. A committee made up of two members of the City Council, the City Manager, the Community Development Director, the Chief of Police and at least two and not more than four members of the public. The committee shall provide oversight and advice to the Code Compliance Manager and the Police Chief on priorities and courses of action. It shall meet once per month at a regularly scheduled time set by the City Manager.

Section 2. The Nuisance Regulations, Chapter 8.10 of the Rio Dell Municipal Code is hereby amended as follows:

Chapter 8.10

NUISANCES

Article 1. Nuisances Generally

8.10.010 Application.

The provisions of this chapter shall apply to all property throughout the City of Rio Dell wherein

any of the conditions, hereinafter specified, are found to exist; provided, however, that any condition which would constitute a violation of this chapter, but which is duly authorized under any other City, state or federal law, shall not be deemed to violate this chapter.

8.10.020 Definitions.

For the purposes of this chapter, the following words shall have the specified meanings:

(A) Blight. For purposes of this Code, visual blight is any unreasonable, non permitted or unlawful condition or use of real property, Premises or of building exteriors which by reason of its appearance as viewed from the public right-of-way, *is detrimental to the property of others or to the value of property of others, offensive to the senses, or reduces the aesthetic appearance of the neighborhood. Visual blight includes, but is not limited to, the keeping, storing, depositing, scattering over or accumulation on the Premises any of the following:*

- (1) Lumber, junk, trash, debris, scrap metal, rubbish, packing materials, building materials, and the growth of tall grass and weeds.
- (2) Abandoned, discarded or unused objects or equipment such as furniture, stoves, appliances, refrigerators, freezers, cans or containers, automotive parts and equipment.
- (3) Abandoned, wrecked, disabled, dismantled or inoperative vehicles or parts thereof except inoperative vehicles that are not abandoned and are in an active state of renovation or restoration. For purposes of this article, "active state of renovation or restoration" means that the vehicle is actively being restored or renovated in a manner intended to make the vehicle operational, and shall not include restoration or renovation that solely improves the interior or exterior appearance, but not the operation, of the vehicle. A vehicle shall only be permitted to be in an active state of renovation or restoration for a period that shall not exceed ninety days, whether consecutive or non-consecutive, out of any twelve month period.
- (4) Stagnant water or excavations.
- (5) Any personal property, object, device, decoration, design, fence, structure, clothesline, landscaping or vegetation which is unsightly by reason of its condition or its inappropriate location.
- (6) Vehicles parked on any surface other than an "improved surface" or "driveway" as those terms are defined.
- (7) Any condition of a building or structure deemed to be unsafe or that in the discretion of the City Manager or his/her designee, or the Department Head, would constitute a threat to public safety, health, or welfare, or poses a security problem by reason of dilapidation, fire hazard, disaster, damage or other similar occurrence

specified in this Code or any other applicable law.

(8) Any condition of a building or portion thereof which constitutes a substandard building, as defined in Health and Safety Code Section 17920.3 or its successor.

(9) Filling of any swimming pool with water prior to the final safety inspection required by the California Code of Regulations, conducted by City inspectors and before such final inspection has been noted on the permit card obtained from the City.

(B) City. The City of Rio Dell, a municipal corporation of the State of California.

(C) City Council. The duly elected City Council for the City of Rio Dell.

(D) City Council Member. Any currently seated member of the City Council for the City of Rio Dell.

(E) City Manager. The City Manager for the City of Rio Dell.

(F) Code or City Code. The "Code" shall mean the Municipal Code for the City of Rio Dell.

(G) Code Compliance Administrator. The City Manager and the authorized representative(s) of the City Manager.

(H) Department Head. The Police Chief, the City Manager, and the City Attorney, and their authorized representative(s).

(I) Driveway. An improved all weather, including gravel, decomposed granite, asphalt, concrete or comparable surface, access road from a private or public street onto a parcel.

(J) Hearing Officer. The Hearing Officer shall be an attorney appointed by the City Manager who is in good standing or otherwise capable of conducting the hearing.

~~(K)~~ **(K) Highway.** Any road, street, alley, way or place of whatever nature, publicly maintained and opened to the use of the public for purposes of vehicular travel. Highway includes City streets.

~~(K)~~ **(L) Improved Surface.** An improved all weather, including gravel, decomposed granite, asphalt, concrete or comparable surface.

~~(M)~~ **(M) Inoperative vehicle.** Any vehicle which cannot be legally operated on the street because of lack of current registration or, lack of an engine, transmission, wheels, tires, windshield or any other part or equipment necessary to operate on public streets and/or highways.

~~(M)~~ **(N) Junk.** Any cast-off, damaged, discarded, junked, obsolete, salvage, scrapped, unusable, worn-out or wrecked object, thing or material, including but not limited to those composed in whole or in part of asphalt, brick, carbon, cement, plastic or other synthetic substance, fiber, glass, plaster, plaster of paris, rubber, terra cotta, wool, cotton, cloth, canvas, wood, metal, sand, organic matter or other substance.

~~(N)~~ **(O) Junkyard.** Any Premises on which any junk is abandoned, bailed, bartered, bought, brought, bundled, deposited, disassembled, disposed of, exchanged, handled, kept, stored or transported, regardless of whether or not such activity is done for profit.

~~(O)~~ **(P) Notice and Order.** A Notice and Order is legal notice which details structural or technical Code violations such as illegal construction, conversions, alterations, illegal plumbing, mechanical or electrical installations, dangerous buildings, substandard housing or similar.

~~(P)~~ **(Q) Nuisance Advisory Committee.** A committee made up of two members of the City Council, the City Manager, the Community Development Director, the Chief of Police and at least two and not more than four members of the public. The committee shall provide oversight and advice to the Code Compliance Manager and the Police Chief on priorities and courses of action. It shall meet once per month at a regularly scheduled time set by the City Manager.

~~(Q)~~ **(R) Owner.** Owner of record of real property, occupant, lessee, or interested holder in same, as the case may be including the owner of real property whereon a vehicle(s) or part(s) thereof is located.

~~(R)~~ **(S) Person.** Any individual, group of individuals, firm, entity or corporation owning, occupying or using any Premises.

~~(S)~~ **(T) Planning Commission.** The Planning Commission for the City of Rio Dell.

~~(T)~~ **(U) Police Chief.** The Police Chief for the City of Rio Dell.

~~(U)~~ **(V) Premises.** Any real property or improvements thereon located in the City of Rio Dell.

~~(V)~~ **(W) Service Station.** Any Premises upon which the improvements are designed and built for the primary purpose of selling to or providing others with fuels for internal combustion engines or motor vehicles, whether or not providing related automotive maintenance and repair service.

~~(W)~~ **(X) Special Assessment Lien.** A special assessment lien is a lien placed on real property and is collected by the county tax assessor.

~~(X)~~ **(Y) Vehicle.** Any device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively

upon stationary rails or tracks.

8.10.030 Nuisances.

It is hereby declared unlawful and a public nuisance per se for any person owning, leasing, occupying and/or having charge or possession of any Premises or land in this City to permit, allow, or maintain such Premises or land such that any one or more of the following conditions or activities exist:

- (A) Any condition recognized in law or equity as constituting a public nuisance including, without limitation, any condition on or use of property which would constitute a nuisance as defined in California Penal Code Sections 370, 371 and/or 11225;
- (B) Any dangerous, unsightly, or blighted condition that is detrimental to the health, safety or welfare of the public;
- (C) Any condition that is in violation of any duly enacted ordinance of the Rio Dell Municipal Code, or resolution or lawful order promulgated by authorized City officials;
- (D) Any condition in violation of Chapters 8, 15, and 17 of this Code, including any condition in violation of any written design finding, including design standard, design guideline, or development standard that may be adopted by resolution or ordinance from time to time by the City Council or the planning commission, or any condition imposed on any entitlement, permit, contract, or environmental document issued or approved by the City;
- (E) Any condition in violation of Chapter 8.25 of this Code entitled "Premises Used for Drug Related Activity."
- (F) Anything defined as a nuisance pursuant to state and federal law including but not limited to California Civil Code Section 3479 et seq.;
- (G) Any condition in violation of the weed and rubbish abatement laws defined at Government Code Sections 39501 et seq. and 39560 et seq. as enacted or hereafter amended and enforced by City ordinance and resolutions;
- (H) Any vacant, unoccupied or abandoned building or structure that is not reasonably secured against uninvited entry or that constitutes a fire hazard, or is in a state of unsightly or dangerous condition so as to constitute a blighted condition detrimental to property values in the neighborhood or otherwise detrimental to the health, safety and welfare of the public;
- (I) Any condition that constitutes an attractive nuisance; those objects or conditions that, by their nature may attract children or other curious individuals including, but not limited to, unprotected hazardous or unfilled pools, ponds, including pools or ponds that have not been properly barricaded, ice boxes, refrigerators or excavations;

(J) Any condition that constitutes a visual Blight.

8.10.040 Responsibility for Property Maintenance.

(A) Every owner of real property within the City is required to maintain such property in a manner so as not to violate the provisions of this chapter and such owner remains liable for violations thereof regardless of any contract or agreement with any third party regarding such property.

(B) Every occupant, lessee, tenant or holder of any interest in property, other than as owner thereof, is required to maintain such property in the same manner as is required of the owner thereof, and the duty imposed on the owner thereof shall in no instance relieve those persons referred to from the similar duty.

Article 2. Enforcement

8.10.050 Authority.

(A) The City Manager is hereby authorized to administer and enforce all of the provisions of this chapter. In accordance with approved procedures, the City Manager may assign said authority to Department Heads and/or employ qualified officers, inspectors, assistants, and other employees as shall be necessary to carry out the provisions of this chapter. The authority of the City Manager to enforce the provisions of this chapter is independent of and in addition to the authority of other City officials to enforce the provisions of any other chapter of the City Code.

(B) Pursuant to California Code of Regulations, Title 25, Section 52, the procedures contained in this chapter are deemed to be equivalent for the purposes intended by, and may be used in lieu of, the regulations and procedures for abatement contained in Article 6 of Subchapter 1 of Chapter 1 of Division 1 of Title 25 of the California Code of Regulations which addresses mobile homes and parks.

(C) Nothing in this chapter shall be construed to limit the authority of the Police Chief of the City to enforce all laws within the Police Chief's jurisdiction.

8.10.060 Right of Entry.

(A) Whenever it is necessary to make an inspection of any Premises to enforce the provisions of this chapter, and to the extent authorized by law, the Code Compliance Administrator or a Department Head authorized by the Code Compliance Administrator may enter on such Premises at all reasonable times to inspect the same or to perform any duty imposed upon him/her by this Code, subject to the requirements of Amendment IV of the United States Constitution and any other provisions of applicable law.

(B) Whenever practicable, the Code Compliance Administrator or the Department Head shall contact the occupant of such Premises 24 hours prior to entry and inform the occupant of the reasons for such entry onto such property, and if the occupant is other than the owner, the Code Compliance Administrator or the Department Head shall also, if practicable, contact such owner. This does not prevent entering the property within the 24 hours of notification with the owner or occupant's permission.

(C) If entry onto any Premises is denied by the owner or occupant of such Premises, or by any third party, the Code Compliance Administrator or authorized Department Head shall have recourse to every remedy provided by law to secure peaceable entry on such Premises to perform the duties required by this chapter.

8.10.070 Violations and Penalties.

(A) It shall be unlawful for any person, firm, corporation, or other entity to violate any provision of this chapter. Any person, firm, corporation, or other entity, whether as owner, lessee, sub lesser, sub lessee, or occupant of any Premises that violates the provisions of this chapter or any order issued pursuant to this chapter shall be subject to any or all of the following:

(1) Such person shall be subject to **weed abatement**, summary or administrative abatement of the nuisance by the City, and be subject to **Administrative Citations**, fines, civil penalties, fees and costs, including reasonable attorney fees imposed by the City pursuant to the summary or administrative abatement procedures contained in the City Code or any other provisions of law;

(2) Such person shall be guilty of a misdemeanor for each day such violation continues, and upon conviction thereof, shall be punished for each violation by a fine not to exceed **one thousand (\$1,000.00) dollars**, or by imprisonment of not longer than six months, or both for each violation;

(3) Such person shall be prosecuted in a civil action, criminal action, or both brought by the City. The City Attorney or other authorized legal representative may bring an action in a court of competent jurisdiction to enjoin or prosecute any nuisance violation of this chapter, or violation of any other ordinance of the City;

(4) Each and every day that any such violation continues to exist shall constitute a continuing and separate offense.

(B) To address the variety of circumstances that may arise in conjunction with addressing violations of the Municipal Code of Rio Dell, including, but not limited to, nuisance regulations, such as difficult and/or recurrent cases, the following mechanisms shall facilitate a prompt and responsive code compliance program. The City Council finds that there is a need to establish several mechanisms, including fines.

(C) These provisions provides for administrative procedures and citations as provided in Government Code Section 53069.4.

(D) The remedies provided by these provisions are in addition to all other legal remedies, administrative, criminal and/or civil, which may be pursued by the City to address any violation of this Code.

(E) Use of these provisions shall be at the sole discretion of the City.

8.10.080 Code Compliance Administrator Authority

The Code Compliance Administrator has authority to issue administrative citations pursuant to these provisions.

8.10.090 Administrative Citation.

(A) Whenever an enforcement officer charged with the enforcement of any provision of this code determines that a violation has occurred, the enforcement officer may issue an Administrative Citation to any person responsible for the violation.

(B) Each Administrative Citation shall contain the following information:

- (1) The date of the violation;
- (2) The address or a definite description of the location where the violation occurred;
- (3) The section of this code violated and a description of the violation;
- (4) The amount of the fine for the code violation;
- (5) A description of the fine payment process, including a description of the time within which and the place to which the fine shall be paid;
- (6) An order prohibiting the continuation or repeated occurrence of the code violation described in the Administrative Citation;
- (7) An order to correct the code violation described in the Administrative Citation if said violation is correctable as described in Chapter 8.10;
- (8) A description of the Administrative Citation review process, including the time period within which the Administrative Citation may be contested and the place from which a request for hearing form to contest the Administrative Citation may be obtained and an advance deposit waiver; and

(9) The name and signature of the citing enforcement officer.

(C) In addition to the Administrative Citation and penalty authorized by this chapter, an order to correct a violation under subsection (b)(7) of this section may be enforced as set forth in the chapter applicable to that violation.

(D) In the case of a continuing violation pertaining to building, plumbing, electrical or other similar structural or zoning issue that in the opinion of the code compliance administrator or designee, does not create an immediate danger to health, safety or public welfare, a reasonable time, not to exceed one-hundred and twenty (120) days, shall be provided to remedy or correct the violation prior to imposition of fines or penalties. In determining what constitutes a reasonable time, the code compliance administrator may consider the estimate of local professionals including licensed contractors, but shall have sole discretion to make the final determination as to what the reasonable time shall be. In the case of such violations, the time within which the violation must be corrected, in order to avoid a fine, shall also be specified on the Administrative Citation.

8.10.100 Amount of Fines.

(A) The amounts of the fines for violations of the Rio Dell Municipal Code and local building and safety codes, including the California Building Code (CBC), California Residential Code (CRC), Section 17920.3 of the California Health and Safety Code, Uniform Housing Code (UHC) are imposed pursuant to Government Code Section 53069.4 and this chapter and shall be as follows:

(1) A fine of one hundred dollars (\$100.00) for a first violation;

(2) A fine of two hundred dollars (\$200.00) for a second violation of the same section of the Rio Dell Municipal Code within one (1) year of the first violation;

(3) A fine of five hundred dollars (\$500.00) for each additional violation of the same section of the Rio Dell Municipal Code within one (1) year of the first violation.

(B) A ten percent (10%) late payment fee shall be imposed on any fine which is not paid within thirty days of the issuance of the citation.

(C) The administrative fines outlined in this chapter are levied in addition to any recovery of costs outlined in this Chapter.

8.10.110 Payment of Fines.

(A) The fine shall be paid to the city within thirty (30) days from the date of the Administrative Citation.

(B) Payment of a fine under this chapter shall not excuse or discharge any continuation or repeated occurrence of the code violation that is the subject of the Administrative Citation.

8.10.120 Hearing Request.

Any recipient of an administrative citation may contest the existence of a violation of the code, that he or she is the responsible party, or any order issued under Section 8.10.090(B) pursuant to Section 8.10.270 of these regulations. Any person, corporation, or entity seeking to contest an Administrative Citation shall notify the City Clerk in writing on a form provided by the City of Rio Dell within twenty-one (21) days from the date the Administrative Citation was issued.

8.10.130 Late Payment Charges.

Any person who fails to pay to the City any fine imposed pursuant to the provisions of this chapter on or before the date that fine is due also shall be liable for the payment of any applicable late payment charges identified in Section 8.10.100(B), as well as interest at the legal rate.

8.10.140 Recovery of Administrative Citation Fines and Costs.

The City may collect any past due administrative citation fine or late payment charges by use of all available legal means, including, but not limited to, means available for the collection of judgments, liens and actions for recovery of money. The City also may recover its collection costs. Special assessment liens against property may only be applied when the administrative citation fine was issued for a violation directly connected to the property.

8.10.150 Right to Judicial Review.

Any person aggrieved by a final administrative decision issued pursuant to Section 8.10.270(E) of an administrative citation may obtain judicial review of the administrative decision by filing a petition seeking review in accordance with Government Code Section 53069.4.

8.10.160 Notices.

(A) Whenever a notice or report is required to be given or provided under this chapter, unless different provisions herein are otherwise specifically made, such notice may be given either by personal delivery thereof to the person to be notified or by First Class U.S. mail, postage prepaid with confirmation of delivery by the U.S. Postal Service, upon the record owner at the address as it appears on the latest equalized assessment roll of Humboldt County, and upon the occupant of the Premises, if any. If neither of these methods result in the notice being served upon the record owner and any occupants after reasonable attempts to serve, a copy of the notice shall be posted on the Premises.

(B) Failure to receive any notice specified in this chapter does not affect the validity of proceedings conducted hereunder.

(C) Proof of giving any notice may be made by the certificate of any officer or employee of the city, or by affidavit of any person over the age of eighteen years, which shows service in conformity with this code or other provisions of law applicable to the subject matter concerned.

8.10.170 Additional Enforcement.

Nothing in this chapter shall be deemed to prevent the City from commencement of any available administrative, civil and/or criminal proceeding to abate a nuisance pursuant to all applicable provisions of law as an alternative and/or in addition to any enforcement proceedings set forth in this chapter.

8.10.180 Cumulative Remedies.

The remedies set forth in this chapter include summary and administrative abatement, administrative citations, civil actions, criminal actions and all other remedies provided for by law. All remedies set forth in this chapter and in all City ordinances for the abatement or punishment of any violation thereof, are cumulative and may be pursued alternatively or in combination. Provisions of this Code are to be supplementary and complementary to all of the City ordinances, the Rio Dell Municipal Code, state law, and any law cognizable at common law or in equity, and nothing herein shall be read, interpreted or construed in any manner so as to limit any existing right or power of the City to abate any and all nuisances and to enforce its ordinances.

8.10.190 Permits Required.

When a permit is required to correct a Code violation pursuant to a Code compliance action, the property owner shall complete the permit, including all inspections, corrections, and work in accordance with a timeline established by the Code Compliance Administrator. In establishing the timeline the Code Compliance Administrator shall provide a time frame, which in his or her judgment, is reasonable to expeditiously complete the permit. Failure to strictly adhere to the established timeframe shall be deemed a continuing violation subject to the remedies established in this article. Nothing in this chapter shall be construed to relieve the violator from payment of any and all costs incurred by the City in enforcing and/or causing the abatement of any violation of the City of Rio Dell Municipal Code.

Article 3. Weed Abatement

8.10.200 Weed Abatement.

The City shall seek authority to abate/destroy weeds, dry grass, rubbish and other inflammable

material or vegetation 10 days from the delivery of the Administrative Citation and/or the Notice of Violation. The costs of such abatement, including administrative costs, shall be the responsibility of the property owner.

Article 4. Summary Abatement

8.10.210 Summary Abatement.

(A) The City may immediately abate any nuisance or violation of this chapter that poses a clear and imminent danger to, or requires immediate action to prevent or mitigate the loss or impairment of, life, health, property, or essential public services. The City may perform this abatement without providing prior notice or hearing to the owner or occupier of the offending Premises. Such summary abatement may proceed only upon the authorization of the City Manager and the City Attorney, or their respective designees. The abatement shall include all actions necessary to secure the Premises to prevent further occurrences of the nuisance.

(B) The owner and/or occupier of the Premises or the persons creating, causing, committing, or maintaining the nuisance shall be subject to any administrative fines, penalties, fees and costs, including reasonable attorney fees, imposed or incurred by the City pursuant to this chapter.

(C) Any abatement performed by the City pursuant to this section shall be at the expense of the owner and/or occupier of the Premises or the persons creating, causing, allowing, permitting, committing, or maintaining the nuisance. The City shall recover its expenses pursuant to the special assessment lien procedures contained in this Code or any other applicable provision of law.

(D) As soon as practicable following completion of the abatement, the Code Compliance Administrator or the Department Head shall issue a Notice of Violation and/or Notice and Order in accordance with this chapter. Persons receiving such notice shall be entitled to all hearing rights as provided herein.

(E) If a structure is deemed untenable pursuant to California Civil Code § 1941.1 and the Code Compliance Officer determines that the structure is in such a condition as to make it immediately dangerous to the health and safety of the occupants or public, it shall be ordered to be vacated and posted as unsafe.

Article 5. Administrative Abatement

8.10.220 Commencement of Proceedings.

(A) Whenever the Code Compliance Administrator or the Department Head has inspected or caused to be inspected any Premises or condition and has found and determined that such Premises or condition are in violation of this chapter, and that such violation does not pose an immediate danger to health or safety, the City Manager or his/her designee may commence

proceedings to cause abatement of the nuisance as provided herein. When the City Manager or his/her designee, or Department Head has found that a violation of this chapter poses an immediate danger to health or safety, the City Manager or his/her designee, or Department Head may pursue any remedies available under this chapter or by law, including, but not limited to, summary abatement or administrative citation.

(B) Once proceedings have been commenced pursuant to this chapter to declare a public nuisance, no Premises or building shall be deemed to be in compliance with this chapter solely because such building or Premises thereafter becomes occupied or unoccupied.

8.10.230 Notice of Violation.

(A) Upon determination by the Code Compliance Administrator or the Department Head that a premise is in violation of this chapter, and a Notice of Violation and/or a Notice and Order has not been issued against the same Premises, or the same property owner but at a different premise, address or location, within the City, within the last 12 twelve months, and that the violation does not create an immediate danger to health or safety, City Manager or his/her designee or the Department Head may issue a Notice of Violation to the owner of record of the Premises and to the occupant of the Premises, if any. The Notice of Violation shall contain:

- (1) The name and address of the person, firm, or corporation in violation, and the street address of the property where the violation is present;
- (2) A statement specifying the condition(s) which constitute a nuisance;
- (3) A statement explaining which specific Code sections has been violated;
- (4) The range of the administrative, civil and/or criminal actions and monetary penalties, as described herein, that the City may impose for such violations if not corrected;
- (5) An order to correct the violation within a date certain, said date which shall be specified on the notice of violation and determined by the specific violation; and
- (6) A statement informing the recipient of the name and office telephone number of the person to contact should the recipient desire to explain why he or she believes
 - (a) the Premises should not be declared to be a public nuisance and abated,
 - (b) penalties should not be assessed, and
 - (c) the costs of such abatement should not become a charge and lien against the Premises. The Department Head may rescind or modify the Notice of Violation based on substantive evidence presented by the recipient.

8.10.240 Stop Work Order.

If the violation is related to a permit, license or other approval of a project, the notice of violation may be accompanied by a stop work order which orders the recipient to stop immediately any and all work on the project that is subject to the permit, license or approval until the violation is corrected.

8.10.250 Service of Notice of Violation.

A copy of the notice of violation, and any amended or supplemental notices, shall be served either by personal delivery or by First Class U.S. mail, postage prepaid with confirmation of delivery by the U.S. Postal Service, upon the record owner at the address as it appears on the latest equalized assessment roll of Humboldt County, and upon the occupant of the Premises, if any. If neither of these methods result in the notice being served upon the record owner and any occupants after reasonable attempts to serve, a copy of the notice shall be posted on the Premises.

8.10.260 Notice and Order—Structural and Technical

Notice and Orders are primarily used for structural or technical Code violations such as illegal construction, conversions, alterations, illegal plumbing, mechanical or electrical installations, dangerous buildings, substandard housing or similar. When issued, the violation must be remedied in thirty calendar days, unless there is an immediate danger risk. If there is an eminent threat of danger the violation must be remedied immediately.

(A) Grounds for Issuance. A Notice and Order may be issued under any of the following circumstances:

- (1) When a Notice of Violation has been served, and the specified time has passed without adequate correction and abatement of the violation;
- (2) When a stop work order has been issued but has not been complied with;
- (3) When the City has performed a summary abatement pursuant to this chapter;
- (4) When the same type or character of violation has been committed by the same person, or on the same Premises, or a notice of violation, an administrative citation, or a Notice and Order has been served on the same person, or on the same Premises, within the past twelve months.

(B) Contents of Notice and Order. A Notice and Order shall contain the following:

- (1) The name and address of the person, corporation, or entity in violation, and the street address of the property where the violation is present;

- (2) A statement specifying the condition(s) which constitute a violation and nuisance;
- (3) A statement explaining which specific Code section(s) have been violated;
- (4) A statement informing the recipient of the number of days from the date of the Notice and Order the recipient has to voluntarily abate the violation and nuisance;
- (5) A statement informing the recipient of his or her right to appeal the determination to a hearing officer by filing with the City Clerk within twenty-one (21) calendar days from the date of the Notice and Order, and on a form available from the City of Rio Dell, a written statement requesting a hearing and providing a factual and specific explanation of:
 - (a) why the Premises should not be declared to be a public nuisance and abated; and
 - (b) why the costs of such abatement should not become a special assessment lien against the Premises;
- (6) A statement informing the recipient of the Notice that there is a fee, which is set by resolution by the City Council of the City of Rio Dell that must be deposited at the time an appeal is filed.
- (7) A statement that if the person, corporation or entity fails to abate the violation and nuisance or fails to file within ~~ten~~ twenty-one (21) calendar days, a request for an appeal hearing, the Notice and Order shall be final and not subject to judicial review, and all persons served with such notice shall be deemed to have consented to the abatement of the nuisance and that, at the election of the City, the City will abate the nuisance and the costs of such abatement may be charged against the Premises and may be recorded as a special assessment lien against the Premises.
- (8) A statement regarding the range of the administrative, civil and/or criminal actions and monetary penalties, as described herein, that the City may impose for such violations if not corrected;
- (9) A statement regarding the failure to obey order and abatement by the City or private contractor, including the City to obtain a warrant if required to enter upon the Premises for the purpose of abating the nuisance.
- (10) A statement regarding the costs of abatement and that such person or persons who fail to abate the nuisance shall be liable to the City for any and all costs and expenses, including attorneys' fees, to the City involved in abating the nuisance.
- (11) A statement regarding the procedure for assessing the costs for the abatement: If

the person or persons liable to pay the costs of abatement fails to do so within thirty (30) calendar days of receiving the statement of such costs, the City may initiate proceedings to have such costs assessed against the real property or Premises on which the City abated the nuisance. Such proceedings and notice of such proceedings shall be performed in accordance with Section 54954.6 of the California Government Code. The costs of abatement shall be treated as a new assessment for purposes of Section 54954.6. No majority protest rights exist for this assessment. City staff shall present to the City Council a report of costs for abating the nuisance at the public meeting required by Section 54954.6.

(12) A statement regarding the total cost for abating a nuisance shall constitute a special assessment against the Premises to which it relates, and upon recordation in the office of the county recorder of a notice of lien, shall constitute a lien on the property for the amount of such assessment. The procedure for collecting abatement costs through a special assessment lien shall be in accordance with California Government Code Section 38773.5.

After such recordation, a copy of the lien shall be turned over to the county assessor, who shall then enter the amount of the lien on the assessment rolls as a special assessment. Thereafter, said amount shall be collected at the same time and in the same manner as ordinary municipal taxes are collected, and shall be subject to the same penalties and the same procedure under foreclosure and sale in case of delinquency as provided by Government Code Section 38773.5 and as provided for ordinary municipal taxes.

(13) A statement informing the recipient of the names or names and phone numbers of the person to contact at the City should they have any questions regarding the process.

(C) Service of Notice and Order.

(1) Persons Entitled to Service. The Notice and Order shall be served upon the owner of the Premises, any occupants of the Premises, and any other person, corporation, or entity in violation. If the City proposes to impose a special assessment lien on the property, the City official issuing the Notice and Order shall also serve one copy on each of the following if known or disclosed from official public records:

(a) the holder of any mortgage, deed of trust, or other encumbrance of record;
and

(b) the owner or holder of any lease of record. The failure of the City official issuing the order to serve any person required to be served shall not invalidate any proceedings under this chapter or relieve any person who was duly served from any duty or obligation imposed on him/her by the provisions of this section.

(2) **Method of Service.** Unless otherwise provided in this section, service of a Notice and Order shall be made by personal service or by First Class U.S. mail, postage prepaid with confirmation of delivery by the U.S. Postal Service. Service on any property owner in violation is deemed complete when it is served or delivered at the address listed by the property owner on the latest equalized assessment roll of Humboldt County, or as known to the City official issuing the order. If personal service or service by mail with confirmation of delivery is not reasonably feasible, service of the Notice and Order may be made by posting the notice on the subject Premises and sending a copy by regular United States mail service. Service posting in the manner herein provided shall be effective on the date of posting. As an alternative, substituted service of the Notice and Order may be made as follows:

(a) (i) By leaving a copy during usual business hours at the recipient's business with the person who is apparently in charge, and then mailing a copy by first-class mail to the recipient at the address where the copy was left; or

(ii) By leaving a copy at the recipient's dwelling or usual place of abode, in the presence of a competent member of the household, and then mailing a copy by first-class mail to the recipient at the address where the copy was left.

(b) If the party entitled to service has a property manager or rental agency overseeing the Premises, substituted service may be made as set forth in above upon the property manager or rental agency.

(c) Substituted service may be made by posting the Notice and Order on the Premises and mailing a copy of the Notice and Order to the person, corporation, or entity in violation at the address of the property on which the violation has occurred or is occurring.

(d) If the person, corporation, or entity in violation or other person entitled to service cannot be located or service cannot be made as set forth in this section, service may be made by publication in a newspaper of general circulation in Humboldt County. Service shall be deemed sufficient when it is accomplished pursuant to Government Code Section 6063.

(D) Record. Preparation of a record of the proceeding shall be governed by California Code of Civil Procedure Section 1094.6, as presently written or hereinafter amended.

8.10.270 Appeal Hearing—Administrative Citations & Notice and Order.

(A) Payment of Appeal Fee. Any person, corporation, or entity seeking to appeal an Administrative Citation shall submit an advance deposit of the fine(s). No appeal request is

valid unless accompanied by the advance deposit of the fine(s) or a City hardship. If it is determined that the Administrative Citation was not warranted or the responsibility of the citant(s) the advance deposit of the fine shall be returned.

Any person, corporation, or entity seeking to appeal ~~or~~ a Notice and Order shall be required to pay to the City, at the time the appeal is requested (within twenty-one (21) days from the date of the Notice and Order), a nonrefundable appeal fee to be set by resolution of the City Council. The appeal fee is intended to cover the costs, expenses, and City employees' time incurred by the City in processing, preparing for, and hearing of the appeal. No appeal request is valid unless accompanied by the appeal fee or a City hardship waiver is granted.

(1) Hardship Waiver. The appealing party shall complete and request a waiver on a form provided by the City. If the appealing party establishes to the satisfaction of the City Manager or designee, by means of tax returns, pay stubs or other similar documentary evidence, and submits a declaration under penalty of perjury that paying the appeal fee or the advance deposit of an administrative citation fine would cause undue financial hardship to the appealing party the City Manager may grant a waiver of the appeal fee or the advance deposit of any fine(s). The City Manager's determination is not appealable and shall be final as to the hardship waiver request. If the City determines not to approve a request for a waiver, the appealing party must remit the appeal fee or advance deposit to the City within ten (10) days of the date of that decision or thirty (30) days from the date of the administrative citation, whichever is later. If you do not do so you will not be entitled to a hearing.

(B) Hearing ~~Committee~~ Officer. ~~The appeal shall be heard by a committee (the "Hearing Committee"). The Hearing Committee shall consist of two Members of the City Council and the City Manager, plus one alternate City Council Member to facilitate timely hearings pursuant to this ordinance and resolve any potential conflicts of interest. The alternate City Council Member shall only participate in appeals where one of the other two City Council Members is unable to serve due to scheduling concerns or a conflict of interest. City Council Members shall be selected to serve on the Hearing Committee at the same time that other committees are formed by the City Council. Committee members shall not participate in the hearing process in cases when the member has had a substantial personal involvement with the party requesting the hearing and that personal involvement is a conflict of interest. The Hearing Committee shall be advised by the City Attorney to ensure proper legal procedures are followed and adhered to.~~ The appeal shall be heard by a hearing officer who has a contract with the City to perform such a role. He or she shall be an attorney in good standing or otherwise capable of conducting the hearing.

(C) Setting Appeal Hearing. The appeal hearing shall be set by the City Manager or his or her designee, and notice of the appeal hearing shall be sent to the appellant by first class mail at the address provided with the written appeal request. The appeal hearing shall be set for a date no sooner than fifteen (15) days and not more than 30 days following a request for an appeal hearing. Notice of the appeal hearing shall be mailed at least ten (10) days before the date set

for hearing.

(D) Conduct of Appeal Hearing.

(1) Testimony at the Hearing. At the time set for the appeal hearing, the Hearing ~~Committee~~ Officer shall proceed to hear testimony from the representative of the City, the appellant, and any other competent persons with respect to the determination of a violation and nuisance or the imposition of an administrative penalty.

(2) Record of Oral Evidence at Hearing. The proceedings at the hearing shall be reported by a tape recording, or video recording. Either party may provide a certified shorthand reporter to maintain a record of the proceedings at the requesting party's own expense.

(3) Continuances. The Hearing ~~Committee~~ Officer may, upon request of the person, corporation, or entity against whom a penalty is to be imposed, or upon request of the City, grant continuances from time to time for extreme or unusual cause shown, or upon the Hearing Committee's own motion.

(4) Oaths; Certification. The ~~City Clerk or certified shorthand reporter~~ Officer shall administer the oath or affirmation.

(5) Evidence Rules. Government Code Section 11513, subsections (a), (b), and (c) shall apply to all administrative hearings. At the Hearing ~~Committee's~~ Officer sole discretion, other relevant evidence may be admissible and hearsay evidence may be used for the purpose of supplementing and explaining other evidence.

(6) Burden of Proof. The accuracy of an Administrative Citation and the accuracy of a Notice and Order containing the description of the violations and/or public nuisance and the actions required to abate such nuisance or violation is deemed a rebuttable presumption and the burden is on the appellant to provide such facts and information to overcome such presumption by a preponderance of the evidence.

(7) Rights of Parties.

(a) Each party shall have the following rights among others:

(i) To call and examine witnesses on any matter relevant to the issues of the hearing;

(ii) To introduce documentary and physical evidence;

(iii) To cross-examine opposing witnesses on any matter relevant to the issues of the hearing;

(iv) To impeach any witness regardless of which party first called that witness to testify;

(v) To rebut the evidence against him or her;

(vi) To represent himself or herself or to be represented by anyone of his or her choice.

(b) If a party does not proficiently speak or understand the English language, that party may provide an interpreter, at that party's own cost, to translate for the party. An interpreter shall not have been a resident of the Premises or have had any personal relationship with or involvement in the parties or issues of the case prior to the hearing.

(8) Official Notice. In reaching a decision, the Hearing **Committee Officer** may take official notice, either before or after submission of the case for decision, of any fact which may be judicially noticed by the courts of this state or which may appear in any of the official records of the City or county, or any of their departments.

(9) Inspection of the Premises.

(a) The hearing officer may inspect the Premises involved in the hearing prior to, during, or after the hearing, provided that:

(i) Notice of such inspection shall be given to the parties before the inspection is made;

(ii) The parties consent and are given an opportunity to be present during the inspection; and

(iii) The hearing officer shall state for the record during the hearing, or file a written statement after the hearing for inclusion in the hearing record, upon completion of the inspection, the material facts observed and the conclusions drawn there from.

(b) Each party shall then have a right to rebut or explain the matters so stated by the hearing officer either for the record during the hearing or by filing a written statement after the hearing for inclusion in the hearing record.

(c) Notice to the parties or the owner(s)' consent to inspect the building and surrounding properties is not required if the property can be inspected from areas in which the general public has access or with permission of the other persons authorized to provide access to the property on which the building is located.

(E) Form and Contents of the Decision; Finality of Decision.

(1) Format of the Hearing Committee's Officer's Decision. The Hearing Committee Officer shall issue a written decision containing findings of fact and a determination of the issues presented. The Hearing Committee Officer may affirm, modify or reverse the Administrative Citation, Notice of Violation or the Notice and Order imposed by the City or find that the imposition of the penalty is not warranted or is not in the interest of justice.

(2) Contents of the Hearing Committee's Officer Decision. If it is shown by a preponderance of all the evidence that the condition of the Premises constitutes a violation of the Rio Dell Municipal Code or is a public nuisance as defined in this chapter, the decision shall declare the Premises to be a public nuisance and shall order and require the appellant to abate the nuisance not later than ten (10) calendar days after the issuance of the decision or, if ten (10) calendar days is insufficient to abate the nuisance, within such other time as specified by the Hearing Committee not to exceed sixty (60) days. The decision shall inform the appellant that if the nuisance is not abated within the time specified, the nuisance may be abated by the City in such manner as may be ordered by the Department Head and the expense thereof made a special assessment lien upon the property involved. This is in addition to any other legal remedies that the City may choose to compel compliance.

(3) Service of the Hearing Committee's Officer's Decision. Upon issuance of the decision, the City shall serve a copy on the appellant by first class mail to the address provided by appellant in the written notice of appeal. The Hearing Committee's Officer's decision shall be deemed served three days after the date it is mailed to the address provided by the appellant.

(4) Finality of Hearing Committee's Officer's Decision. The decision of the Hearing Committee's Officer's on an appeal of an Administrative Citation, Notice of Violation and or a Notice and Order shall constitute the final administrative decision of the City and shall not be appealable to the City Council or any committee or commission of the City.

Article 6. Enforcement of Hearing Committee Order

8.10.280 Generally

After any Administrative Citation and/or Notice of Violation or any decision of a Hearing Committee Officer made pursuant to this chapter has become final, no person to whom any such order is directed shall fail, neglect or refuse to obey such order.

8.10.290 Failure to Obey Order—Abatement by City.

(A) If, after any ~~n~~Notice of ~~v~~Violation or any order of ~~a~~ the Hearing ~~Committee~~ Officer made pursuant to this chapter has become final, the person to whom such order is directed shall fail, neglect or refuse to obey such order, the Department Head is authorized and directed to cause the nuisance to be abated by City personnel or private contract. In furtherance of this section, the Department Head shall obtain a warrant, if required, and thereafter is expressly authorized to enter upon the Premises for the purpose of abating the nuisance.

(B) Additionally, any person who fails to obey such order shall be guilty of a misdemeanor punishable as specified in Section 8.10.070(a)(2) of this chapter.

8.10.300 Interference with Work Prohibited.

No person shall obstruct, impede or interfere with any officer, employee, contractor or authorized representative of the City, or with any person who owns or holds any estate or interest in any Premises on which a nuisance exists and which must be abated under the provisions of this chapter, whenever such officer, employee, contractor or authorized representative of the City, or person having an interest or estate in such Premises is engaged in the work of abating any nuisance as required by the provisions of this chapter, or in performing any necessary act preliminary to or incidental to such work authorized or directed pursuant to this chapter.

8.10.310 Costs of Abatement.

(A) The Department Head shall keep an account of the costs and expenses of abating such nuisance, and the City shall render a statement of such costs to the person or persons receiving the notice to abate.

(B) Such person or persons receiving the notice of violation or decision of the hearing officer shall be liable to the City for any and all costs and expenses to the City involved in abating the nuisance. Such costs and expenses are due upon receipt of the statement required in subsection (A) of this section.

(C) Costs and expenses as referred to in this section shall include all costs allowed to be recovered by law, including attorneys' fees as allowed by Government Code Section 38773.5 or its successor.

8.10.320 Procedure for Assessing Costs.

If the person liable to pay the costs of abatement fails to do so within thirty calendar days of receiving the statement of such costs, the City may initiate proceedings to have such costs assessed against the real property or Premises on which the City abated the nuisance. Such proceedings and notice of such proceedings shall be performed in accordance with Section

54954.6 of the California Government Code. The costs of abatement shall be treated as a new assessment for purposes of Section 54954.6. No majority protest rights exist for this assessment. The Department Head shall present to the City Council a report of costs for abating the nuisance at the public meeting required by Section 54954.6.

8.10.330 Assessment of Costs—Special Assessment Lien Against Property.

(A) The total cost for abating a nuisance shall constitute a special assessment against the Premises to which it relates, and upon recordation in the office of the county recorder of a notice of lien, shall constitute a lien on the property for the amount of such assessment. The procedure for collecting abatement costs through a special assessment lien shall be in accordance with California Government Code Section 38773.5.

(B) After such recordation, a copy of the lien shall be turned over to the county assessor, who shall then enter the amount of the lien on the assessment rolls as a special assessment. Thereafter, said amount shall be collected at the same time and in the same manner as ordinary municipal taxes are collected, and shall be subject to the same penalties and the same procedure under foreclosure and sale in case of delinquency as provided by Government Code Section 38773.5 and as provided for ordinary municipal taxes.

Article 7. Additional Provisions Governing Abatement of Vehicles

8.10.340 Application of Article.

The requirements of this article apply to any action taken under this chapter to abate as a public nuisance an abandoned, wrecked, dismantled or inoperative vehicle or parts thereof from private or public property.

8.10.350 Exemptions.

(A) This article shall not apply to:

- (1) A vehicle, or part thereof, that is completely enclosed within a building in a lawful manner where it is not visible from the street or other public or private property; or
- (2) A vehicle, or part thereof, that is stored or parked in a lawful manner on private property in connection with the business of a licensed dismantler, licensed vehicle dealer, or a junkyard.

(B) Nothing in this section shall authorize the maintenance of a public or private nuisance as defined under provisions of a law other than Chapter 10, commencing with Section 22650, of Division 11 of the California Vehicle Code and this article.

8.10.360 Article Not Exclusive Regulation.

This article is not the exclusive regulation of abandoned, wrecked, dismantled or inoperative vehicles within the City. It shall supplement and be in addition to the other regulatory Codes, statutes and ordinances heretofore or hereafter enacted by the City, the state or any legal entity or agency having jurisdiction.

8.10.370. Persons Granted Franchise or Contract—Right of Entry.

When the City has contracted with or granted a franchise to any person or persons, such person or persons shall be authorized to enter upon private or public property to remove or cause the removal of a vehicle or parts thereof declared to be a nuisance pursuant to this article.

8.10.380. Assessment of Administrative Costs Determination.

Administrative costs incurred by the City under this article shall be assessed pursuant to Article 8.10.320 of this chapter.

8.10.390. Abatement and Removal Authority.

Upon discovering the existence of an abandoned, wrecked, dismantled or inoperative vehicle, or parts thereof, on private property or public property within the City, the Department Head shall have the authority to cause the abatement and removal thereof in accordance with the procedure prescribed in this chapter.

8.10.400. Notice of Violation for Abandoned or Inoperable Vehicles.

A notice of violation to abate and remove a vehicle or parts thereof as a public nuisance, as provided by Section 8.10.230, shall be served by registered or certified mail on the owner of the land as shown on the last equalized assessment roll and the owner of record of the vehicle, unless the vehicle is in such condition that identification numbers are not available to determine ownership. The notice of violation shall comply with Section 8.10.230, and also shall be in substantially the following forms:

**NOTICE OF INTENTION TO ABATE AND
REMOVE AN ABANDONED, WRECKED,
DISMANTLED, OR INOPERATIVE
VEHICLE OR PARTS THEREOF AS
A PUBLIC NUISANCE**

(Name and address of owner or land)

As owner shown on the last equalized assessment roll of the land located at (address), you are hereby notified that the undersigned, pursuant to Rio Dell Municipal Code Chapter 8.15 has determined that there exists upon your land an abandoned, wrecked, dismantled or inoperative vehicle (or parts thereof) registered to _____, license number _____, which constitutes a public nuisance pursuant to provisions of Chapter 8.10. You are hereby notified to abate the nuisance by removing the vehicle (or parts of the vehicle) within ten (10) days from the date of mailing of this notice. If you fail to remove the vehicle or parts within ten (10) days, the City will abate the nuisance by removing the vehicle or parts to a scrap yard or automobile dismantler's yard, after which the vehicle or parts shall not again be made operable or reconstructed.

Removal costs and administrative costs will then be assessed to you as owner of the land on which the vehicle or parts are located. As owner of the land on which the vehicle or parts of the vehicle are located, you are hereby notified that you may, within ten (10) days after the mailing of this notice, request a public hearing. If such a request is not received by the Department Head within the ten (10) day period, the Department Head shall have the authority to abate and remove the vehicle or parts of the vehicle as a public nuisance and assess the removal and administrative costs without a public hearing. You may submit a sworn written statement within such ten (10) day period denying responsibility for the presence of the vehicle or parts of the vehicle on your land, with your reasons for denial. Such statement shall be construed as a request for hearing at which your presence is not required.

You may appear in person at the hearing requested by you or the owner of the vehicle or, in lieu thereof, may present a sworn written statement in time for consideration at the hearing. You may, through such sworn written statement deny responsibility for the presence of the vehicle or parts on your land with your reasons for denial.

Notice mailed _____ (date) [Department Head]

**NOTICE OF INTENTION TO ABATE AND
REMOVE AN ABANDONED, WRECKED,
DISMANTLED OR INOPERATIVE
VEHICLE OR PARTS THEREOF AS
A PUBLIC NUISANCE**

(Name and address of last registered and/or legal owner of record of vehicle—Notice should be given to both if different)

As the last registered (and/or legal) owner of record of (description of vehicle - make, model, license, etc) you are hereby notified that the undersigned pursuant to Rio Dell Municipal Code Chapter 8.15, has determined that the vehicle (or parts of the vehicle) exist as an abandoned, wrecked, dismantled, or inoperative vehicle at (describe location on public or private property) and constitutes a public nuisance pursuant to the provisions of Chapter 8.15.

You are hereby notified to abate the nuisance by removing the vehicle or parts of the vehicle within ten (10) days from the date of mailing of this notice. If you fail to remove the vehicle or parts within ten (10) days, the City will abate the nuisance by removing the vehicle or parts to a scrap yard or automobile dismantler's yard.

Removal costs and administrative costs will then be assessed to you as owner of the land on which the vehicle or parts are located. As registered (and/or legal) owner of record of the vehicle (or parts of the vehicle), you are hereby notified that you may, within ten (10) days after mailing of this notice, request a public hearing. If such a request is not received by the Department Head within the ten (10) day period, the Department Head shall have the authority to abate and remove the vehicle or parts of the vehicle without hearing.

Notice mailed _____ (date) [Department Head]

8.10.410. Hearing—Generally.

Upon request by the owner of the vehicle or owner of the land received by the Department Head within ten days after the mailing of the notices of intention to abate and remove, a public hearing shall be held in accordance with Section 8.10.270 on the question of abatement and removal of the vehicle or parts thereof as an abandoned, wrecked, dismantled or inoperative vehicle, and the assessment of the administrative costs and the cost of removal of the vehicle or parts thereof against the property on which it is located.

The owner of the land on which the vehicle is located may appear in person at the hearing or may present a sworn written statement denying responsibility for the presence of the vehicle on the land, with his or her reasons for the denial. If it is determined at the hearing that the vehicle was placed on the land without the consent of the landowner and that the landowner has not subsequently acquiesced to its presence, then the City shall not assess costs of administration or removal of the vehicle against the property upon which the vehicle is located

or otherwise attempt to collect those costs from the landowner, if the vehicle has been removed from the property

8.10.420 Hearing—Presence of Owner Not Required—Abatement Without Hearing.

If the owner of the land submits a sworn written statement denying responsibility for the presence of the vehicle on his or her land within ten days after the mailing of the notice of violation to abate and remove, the statement shall be construed as a request for a hearing that does not require the owner’s presence. If such a request for hearing is not received within the ten days after mailing of the notice of intention to abate and remove, the City shall have the authority to abate and remove the vehicle or parts thereof as a public nuisance without holding a public hearing.

8.10.430 Order Requiring Removal.

At the conclusion of the public hearing, the Hearing **Committee Officer** may find that a vehicle or parts thereof has been abandoned, wrecked, dismantled or is inoperative on private or public property and order the same removed from the property as a public nuisance and disposed of as provided in this article and determine the administrative costs and the cost of removal to be charged against the owner of the land. The order requiring removal shall include a description of the vehicle or parts thereof and the correct identification number and license number of the vehicle, if available at the site.

8.10.440 Hearing—Non-assessment of Costs.

If it is determined at the hearing that the vehicle was placed on the land without consent of the owner of the land and that he or she has not subsequently acquiesced in its presence, the Hearing **Committee Officer** shall not assess the costs of administration or removal of the vehicle against the property upon which the vehicle is located or otherwise attempt to collect such costs from such owner of the land.

8.10.450 Hearing—Notification of Decision.

If the owner of the land submits a sworn written statement denying responsibility for the presence of the vehicle on his or her land but does not appear, or if an interested party makes a written presentation to the hearing officer but does not appear, he or she shall be notified in writing of the decision.

8.10.460 Removal—When

Once the decision of the Hearing **Committee Officer** becomes final, the vehicle or parts thereof found to be a public nuisance may be disposed of by removal to a scrap yard or automobile dismantler’s yard ten calendar days after adoption of the order declaring the vehicle or parts thereof to be public nuisance.

8.10.470 Removal—Notice to Department of Motor Vehicles.

Within five days after the date of removal of the vehicle or parts thereof, notice shall be given to the Department of Motor Vehicles identifying the vehicle or parts thereof removed. At the same time there shall be transmitted to the Department of Motor Vehicles any evidence or registration available, including registration certificates, certificates of title and license plates.

8.10.480 Removal—Costs—Assessment—Collection.

If the administrative costs and the cost of removal which are charged against the owner of the land pursuant to Section 8.10.380 are not paid within thirty (30) days of the date of the order, such costs shall be assessed against the parcel of land pursuant to Section 38773.5 of the Government Code and shall be transmitted to the assessor for placement on the property tax roll and collected by the tax collector. The assessment shall have the same priority as other City taxes.

Section 3. 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 4. 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 5. Effective Date

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

I HEREBY CERTIFY that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on June 4, 2019 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 June 18, 2019 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

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. 376-2019 adopted by the City Council of the City of Rio Dell on June 18, 2019.

Karen Dunham, City Clerk, City of Rio Dell

FY 2019-20 PROPOSED OPERATING AND CAPITAL BUDGET
 RESOLUTION 1425-2019 Adopted June 18, 2019
 City of Rio Dell
 Budget Summary by Department and by Fund

FUND NAME	RESERVES	REVENUES	CITY OPERATIONS								PUBLIC WORKS OPERATIONS				OTHER			EXPENDITURES		RESERVES			
	EST Beginning Fund Bal.	Projected Totals	Admin Car	Building Dept.	City Council Dept.	City Manager Dept.	Finance Dept.	General Govt. Dept.	Planning Dept.	Police Dept.	Recycling and Solid Waste	Buildings and Grounds	Sewer Dept.	Streets Dept.	Water Dept.	Capital Projects	Pymts and Debt Svc	Contingency	Projected Totals	Transfers	Change in Reserves	Est. End. Fund Balance	Target 30% Reserve
005 Admin Fund	11,918	1,200	1,200															1,200		-	11,918	360	
008 Building Fund	54,471	45,735		100,206														100,206		(54,471)	0	30,062	
037 CDBG Fund																		-		-	-	-	
039 CDBG RRLF Fund	2,461	-						2,461										2,461		(2,461)	0	738	
000 General Fund	1,851,000	1,159,772			15,538	103,104	85,990	46,751	53,748	682,059	33,890				309,000			1,330,080	300,000	(470,308)	1,380,692	399,024	
Economic Development	-	-						46,400										46,400	(300,000)	253,600	253,600	13,920	
044 Measure Z Fund	-	28,694								28,694								28,694		0	0	8,608	
074 Recycling Fund	19,360																	-		-	19,360	-	
015 Parks Fund	17,644	1,500																-		1,500	19,144	-	
046 Realignment Grant Fund	3,400	-																-		-	3,400	-	
040 SLESF Fund	12,877	143,000								155,877								155,877		(12,877)	0	46,763	
043 Vehicle Abatement Fund	2,605																	-		-	2,605	-	
052 Sewer Capital Fund	241,809	102,076													117,200			117,200		(15,124)	226,685	35,160	
054 Sewer Debt Svc Fund	210,000	302,899														302,899		302,899		-	210,000	90,870	
054 Sewer Restricted Reserve	302,899	-																-		-	302,899	-	
050 Sewer Operations Fund	547,412	808,919			8,261	88,375	167,681				33,890	643,150						941,357		(132,439)	414,973	282,407	
027 Solid Waste Fund	40,241	9,000								14,600								14,600		(5,600)	34,641	4,380	
093 Spay & Neuter Fund																		-		-	-	-	
020 Gas Tax Fund (HUTA)	164,135	94,614			826	8,837	4,300				7,908	25,769						47,640		46,974	211,109	14,292	
024 TDA Fund	45,169	164,343			551	5,892	4,300				3,389	69,235			43,232	51,876		178,474		(14,131)	31,038	53,542	
026 RSTP Fund	2,462	24,500										24,342						24,342		158	2,620	7,302	
021 SB1 (RMRA) Fund	-	55,746										54,523						54,523		1,223	1,223	16,357	
047 STIP ATP Grant	-																	-		-	-	-	
062 Water Capital Fund	724,664	164,319													81,700			81,700		82,619	807,283	24,510	
063 Water Metro Wells Fund	29,865	17,006																11,300		5,706	35,571	3,390	
064 Water Dinsmore Zone	47,297	22,509																2,600		19,909	67,206	780	
061 Water Restricted Reserve	100,422	34,562																-		34,562	134,984	-	
061 Water Debt Svc Fund	54,915	172,821														136,000		136,000		36,821	91,736	40,800	
062 Water CIP Grant																		-		-	-	-	
060 Water Operations Fund	686,839	777,676			8,261	88,375	167,681				33,890			556,263				854,470		(76,794)	610,045	256,341	
TOTAL FY 2019/20	5,173,865	4,130,892	1,200	100,206	33,438	294,582	429,951	95,612	53,748	866,629	14,600	112,966	643,150	173,869	570,163	551,132	490,775	-	4,432,022	-	(301,130)	4,872,735	1,329,607

1,889,966	1,500,149	1,041,907	4,432,022
CITY-WIDE OPERATIONS		3,390,115	

UPDATED 06/12/2019