

A G E N D A
RIO DELL CITY COUNCIL
CLOSED SESSION - 5:30
REGULAR MEETING- 6:30 P.M.
TUESDAY, JUNE 7, 2011
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

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

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

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

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. ANNOUNCEMENT IN OPEN SESSION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:
 - 1. 2011/0607.01 - Anticipated Litigation - Significant Exposure to Litigation - 2 cases
(Pursuant to Government Code Section 54957.9 (b))
- E. PUBLIC COMMENT REGARDING CLOSED SESSION
- F. RECESS INTO CLOSES SESSION - (5:30 P.M.)
- G. RECONVENE INTO OPEN SESSION
- H. ORAL ANNOUNCEMENTS

I. CONSENT CALENDAR

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

- 1) 2011/0607.01 - Approve Minutes of the May 17, 2011 Regular Meeting (ACTION) Pg. 1
- 2) 2011/0607.02 - Approve Minutes of the May 19, 2011 Special Meeting (ACTION) Pg. 9
- 3) 2011/0607.03 - Authorize Submission of the City's Annual Transportation Development Act (TDA) Claim (ACTION) Pg. 10
- 4) 2011/0607.04 - Approve Contract Agreement with Adult Day Health Services for Transportation Services (ACTION) Pg. 15
- 5) 2011/0607.05 - West Coast Rodeo Company Lease Agreement (ACTION) Pg. 18
- 6) 2011/0607.06 - Approve 2011 Maintenance Paving Project Progress Payment Request No.1 for Thomas R. Bess, Inc. Pg. 22

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2011/0607.07 - Quarterly Financial Reports (RECEIVE & FILE) Pg. 25
- 3) 2011/0607.08 - Humboldt Waste Management Authority (HWMA) Proposed Rate Changes for FY 2011-2012 (RECEIVE & FILE) Pg. 28
- 4) 2011/0607.09 - Approve Proposed Annual CPI Rate Adjustment with Eel River Disposal Co. and Accept as Amendment to City's Solid Waste and Recycling Franchise Agreement effective July 1, 2011 (ACTION) Pg. 38
- 5) 2011/0607.10 - Approve Award of Contract to Design Air in the Amount of \$23,913.00 for City Hall HVAC Replacement Project (ACTION) Pg. 44

K. ORDINANCES/SPECIAL RESOLUTIONS

- 1) 2011/0607.11 - Approve Resolution No. 1113-2011 Adopting the 2011-2012 Fiscal Year Operations Budget (ACTION) Pg. 45

L. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 5 minutes.

M. REPORTS/STAFF COMMUNICATIONS

1. City Manager
2. Finance Director
3. Chief of Police

N. COUNCIL REPORTS/COMMUNICATIONS

O. ADJOURNMENT

*The next Regular meeting will be on June 21, 2011
at 6:30 PM in the City Council Chambers*

**RIO DELL CITY COUNCIL
REGULAR MEETING
MAY 17, 2011
MINUTES**

The Regular Meeting/Closed Session/Study Session of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Pro Tem Marks.

ROLL CALL: Present: Mayor Woodall, Councilmembers Barsanti, Leonard, Marks and Thompson

Others Present: City Manager Henrickson, Chief of Police Hill, Finance Director Beauchaine, Water Superintendent Jensen (Study Session only), Wastewater Superintendent Chicora and City Clerk Dunham

CLOSED SESSION – 5:30 P.M.

Anticipated Litigation – Significant Exposure to Litigation – 2 cases

Mayor Woodall announced the City Council would be adjourned to closed session to discuss the above matters and asked for public comment regarding closed session. There being no public comment, the council adjourned to closed session at 5:30 P.M.

The regular meeting reconvened at 6:00 P.M. Mayor Woodall announced the Council took action in closed session by a vote of 5-0 authorizing the city manager to hire an attorney regarding the award of bid for Wastewater Project II; and hiring of an attorney for a second opinion.

STUDY SESSIONS – 6:00 P.M.

Review of Draft Capital Budget FY 2011-2012

Finance Director Beauchaine reported staff was in the process of developing the proposed Capital Budget for Fiscal Year 2011-2012 and although projects were identified, many of the detailed information is still unavailable.

She continued with review of the Capital Projects List which included the following:

- Park Impact Fees
- Circulation Element
- Wastewater Facility and Effluent Disposal Phase II
- Riverside Service Line Project
- EECBG Heating/Cooling System in City Hall

Under the Debt Service the items included:

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- Water Infrastructure Loan
- Public Works Utility Vehicle Loan
- Public Works Backhoe Loan
- RCAC Planning/Design Loan Interest

Finance Director Beauchaine stated another item that should be added to the list was the bridge financing for the Wastewater Project since it would be needed as we move through the project.

In regard to Asset Depreciation Beauchaine reported there was \$380,000 worth of depreciation last year and she would be running a depreciation schedule to get a balance for this year.

Councilmember Marks asked if there was a possibility of collecting Park Impact Fees for all building permits rather than just on Planned Development Projects; City Manager Henrickson said the matter needed to be re-visited at some point although didn't feel it was a priority at this time.

In closing, Beauchaine stated she wouldn't have all of the budget figures until close-out of the June 30, 2011 year-end.

There being no further discussion, the study session ended at 6:15 P.M.

Mayor Woodall called for a recess until 6:30 P.M.

The regular reconvened at 6:30 P.M.

PUBLIC HEARINGS

Obtain Citizen Input on Proposed Application Activities to be Included in the CDBG Funding Proposal

Finance Director Beauchaine reported the City is in the process of applying for a planning grant in the amount of \$105,000 under the Planning and Technical Assistance General Allocation grant program for the eligible activities of a Citywide GIS; and Belleview, Ogle, and Riverside Preliminary Storm Drainage Study and Preliminary Conceptual Design. She said \$3,150 would be coming out the General Fund to satisfy the required cash match.

Councilmember Marks asked if the GIS was Citywide and who would be performing the work; Beauchaine explained the GIS was Citywide and that Winzler & Kelly was doing the work.

A public hearing was opened at 6:35 P.M. to receive public input on the proposed grant application.

There being no public comment, the public hearing was closed.

CONSENT CALENDAR

Mayor Woodall announced the items to be approved on the consent calendar and asked the staff, the public and the Council members if there was anyone who wished to have any item removed from the consent calendar for separate discussion.

Councilmember Marks asked that Item 2 be removed from the consent calendar for separate discussion under *Special Call Items*.

Motion was made by Thompson/Leonard to approve the consent calendar including approval of Minutes of the May 3, 2011 Regular Meeting; and authorizing the Chief of Police to Dispose of Surplus Weapons. Motion carried 5-0 with Mayor Woodall and Councilmember Barsanti abstaining from vote on the May 3, 2011 minutes.

SPECIAL CALL ITEMS

Approve Purchase of Lift Station Pump Controller in the Amount of \$5,495.40 from Aqua Sierra Controls, Inc. (From Consent Calendar)

Councilmember Marks questioned the fact there was only one bid received for the pump purchase; Wastewater Superintendent Chicora explained this was a specialty item and that Aqua Sierra Controls, Inc. is the supplier for the west coast. He also noted that the SCADA system was purchased from them and that all the SCADA equipment is proprietary.

Motion was made by made by Leonard/Marks to approve the purchase of a Lift Station Pump Controller in the amount of \$5,495.40 from Aqua Sierra Controls, Inc. Motion carried 5-0.

Consideration of Referral of Proposed Animal Control Ordinance to the Planning Commission

City Manager Henrickson reported at the last City Council meeting a workshop was held to discuss the draft animal control ordinance. Several comments and suggestions were made at that meeting and in order to provide in-depth discussion of the draft ordinance, suggested the Council refer the matter to the Planning Commission. The thought was that the Planning Commission could take more time to explore all the options and working with the Chief of Police come up with a revised draft ordinance and prepare a proposed fee resolution for Council approval.

Councilmember Marks said she thought it was a great idea and mentioned that Councilmember Thompson had brought it up at the workshop that the County of Humboldt had a good ordinance that could be used as a model.

Mayor Woodall asked if the spay and neuter policies would be incorporated in the ordinance; City Manager Henrickson stated it would be addressed.

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Councilmember Marks said she would like to see references noted in the ordinance which indicate where the information is obtained; Chief Hill explained the proposed ordinance will be vetted by the City Attorney prior to adoption.

Motion was made by Marks/Leonard to refer the proposed animal control ordinance to the Planning Commission for discussion and preparation of a proposed fee resolution. Motion carried 5-0.

Authorize the City Manager to Contract with Anderson Appraisal Service for Appraisal of APN 053-051-006 in an Amount not to Exceed \$800.00

City Manager Henrickson reported the owner of the subject property approached the City to see if the City is interested in acquiring the parcel. He said the parcel is located adjacent to the City's Wastewater Treatment Plant and with construction of the new wastewater plant the secondary access to the plant from Edwards will be removed. Acquisition of this parcel will provide the City an alternative access. He said the purpose of the appraisal is to simply determine the fair market value of the parcel.

Councilmember Thompson asked for the approximate size of the parcel; City Manager Henrickson stated the parcel was approximately 2 acres although it is mostly covered with easements.

Motion was made by Thompson/Leonard to authorize the City Manager to contract with Anderson Appraisal Service to appraise APN 053-051-006 in an amount not to exceed \$800.00. Motion carried 5-0.

Approve the Creation of a Community Development Director Position and Authorize the City Manager to Execute a Contract with Kevin Caldwell to fill the Position of Community Development Director

City Manager Henrickson reported the City recently hired Kevin Caldwell as the Housing Program Director and said he comes to the City with an extensive planning background. He is proposing that the position be expanded to include planning as well as economic development and possibly code compliance, under the position title of Community Development Director. He said by doing this, there would be better control of planning related tasks and diminishes dependence on Planwest Partners. To determine an appropriate salary structure, CPS was contracted to perform a salary survey based on the same methodology as previously completed for the rest of City staff. The outcome of the survey proposed a salary for this position of \$69,052; the present salary for the Housing Program Director is \$60,066. He said that he and the Finance Director agreed the expense would be revenue neutral due to the reduction of planning services by Planwest Partners. City Manager Henrickson stated for clarification that the City would still be contracting with Planwest Partners for specific planning projects.

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Page 5

City Manager Henrickson presented to Council a revised job description for Community Development Director with one small correction stating the only change was the addition of the word "building" in reference to job duties.

Councilmember Marks asked if the term of the contract was one year; City Manager Henrickson said the contract term was consistent with all other employee contracts which are scheduled to expire on June 30, 2012.

Motion was made by Thompson/Marks to approve the creation of a Community Development Director position. Motion carried 5-0.

Motion was made by Thompson/Leonard to authorize the City Manager to execute a contract with Kevin Caldwell to fill the position of Community Development Director. Motion carried 5-0.

Final Engineering and Traffic Survey

Chief of Police Hill stated when the Resolution was passed establishing speed limits for certain streets in the City, the final Traffic Survey was not included in the Council packet. As a result, he was instructed to provide the survey in a subsequent council packet. He said this is simply a "receive and file" item unless the Council has any questions.

Councilmember Barsanti stated he had received some negative comments from the public regarding the reduced speed limit on Wildwood Ave. and they wanted an explanation as to why the speed limit was changed. Chief Hill explained the change was based on the results of the traffic survey and encouraged councilmembers to refer citizen complaints to him for an explanation. He reiterated that speed limits could not be enforced with radar without the engineering and traffic survey. Chief Hill added that he was in support of the recommended speed limits.

ORDINANCES/SPECIAL RESOLUTIONS

Public Hearing/Conduct Second Reading by Title Only and Adopt Ordinance No. 275-2011 Prohibiting the Establishment of Medical Marijuana Dispensaries in the City of Rio Dell

City Manager Henrickson reported the City Council back in March adopted Ordinance 274-2011 imposing a temporary moratorium on the establishment of medical marijuana dispensaries in the City. He stated the matter of adopting a permanent moratorium was discussed at the Planning Commission meeting on April 27, 2011 at such time the Commission recommended adoption of a ban on dispensaries in the City by a vote of 3-0. The introduction and first reading of the ordinance (by title only) was conducted at the May 3, 2011 regular council meeting. The recommended action this evening he said is to hold a public hearing, conduct the second reading (by title only) and adopt Ordinance 275-2011 prohibiting the establishment of medical marijuana dispensaries in the City of Rio Dell.

A public hearing was opened at 6:55 P.M. to receive public input on the proposed ordinance. There being no public comment, the public hearing closed.

Motion was made by Leonard/Marks to approve Ordinance 275-2011 *Adding Chapter 5.35 to the Medical Marijuana Code Prohibiting the Establishment of Medical Marijuana Dispensaries Within the City of Rio Dell*. Motion carried 5-0.

PUBLIC PRESENTATIONS

None

REPORTS/STAFF COMMUNICATIONS

Finance Director Beauchaine reported on activities in the finance department and stated that although there was no public comment regarding the proposed CDBG grant application she would like to schedule a special meeting for Thursday, May 19th at 2:00 P.M. for approval of the resolution authorizing the submission of the grant application and for review of the revised Operations Budget II for FY 2011-2012.

Finance Director Beauchaine also responded to a question raised by Councilmember Thompson at the last meeting regarding the potential effect on taxes if the City were to allow the establishment of medical marijuana dispensaries in the City and said she contacted the City of Oakland and was told that they have not had any issues with federal funding and don't expect to have any problems in the future.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Marks reported on her attendance at the last Humboldt Waste Management Authority (HWMA) meeting and stated the Board discussed whether to award the recycling processing contract to Arcata Recycling or Solid Waste of Willits and said a decision was made to approve the MOU's with the member agencies first then make a decision on the contract.

Councilmember Thompson stated he was contacted by Bill Bertain who was asking for his support of Dan Hauser for a seat on the North Coast Railroad Authority and said he agreed to support the appointment. He stated that Supervisor Clendenen asked that the appointments be tabled suggesting that some significant changes would be taking place over the next day or so that would change the outcome.

Councilmember Thompson also reported that he attended a Redwood Coast Energy Authority meeting on Monday and said all their deposits are now going to UMPQUA Bank.

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Mayor Woodall reported she was contacted by a representative of Paul Gallegos office asking if the City was interested in having a public outreach meeting to allow citizens the opportunity to come and ask questions.

Councilmember Thompson stated he doubted there would enough public participation to warrant it.

Councilmember Marks said she had no problem with having a public outreach meeting with Paul Gallegos as it would give citizens an opportunity to ask questions.

Chief Hill stated he tried unsuccessfully to reach Mr. Gallegos regarding the type of forum suggested for a public outreach meeting and said he would follow up to get more information.

Councilmember Barsanti announced that on Mother's Day his grandfather, Joe Masini passed away at the age of 90. He said he was a great historian and took a lot of Rio Dell history with him.

Councilmember Barsanti announced his resignation on the City Council effective May 18, 2011. He said he would be relocating his residence outside of the City and would no longer be qualified to service on the Rio Dell City Council. He said serving on the City Council is a responsibility he has taken very seriously and has always taken pride in Rio Dell. He thanked the citizens for their support over the year and said he supports the Council in the direction they are going.

Councilmember Marks said she wanted to personally thank him for his contribution to the Council and the City. She said people don't realize all he has done, a lot of which has been behind the scenes stating that he was key in the success of the City's wastewater project.

Councilmember Thompson said that it was a pleasure getting to know Marc and felt he supported the citizens to the best of his ability and would be greatly missed.

City Manager Henrickson reiterated that it was his pleasure knowing Councilmember Barsanti and that he made a lot of contributions on the Council that the public didn't see.

Councilmember Leonard said he enjoyed working with Councilmember Barsanti and appreciated his efforts and contributions to the success of Rio Dell.

Mayor Woodall also expressed heartfelt thanks to him for his dedication to the City and citizens of Rio Dell.

Chief Hill said he brought a unique perspective to the City Council and would be greatly missed.

Councilmember Barsanti extended an offer to help the City in any way needed.

CLOSED SESSION

Public Employee Performance Evaluation – Title: City Manager

Mayor Woodall announced the Council would be adjourning to closed session to discuss the above matter and asked for public comment regarding closed session.

There being no public comment, the council adjourned to closed session at 7:15 P.M.

The regular meeting reconvened at 7:45 P.M. Mayor Woodall announced the Council took action in closed session by a vote of 5-0 to grant the City Manager an additional five (5) days' vacation leave.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:47 P.M. to the May 19, 2011 Special Meeting.

Attest:

Julie Woodall, Mayor

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
SPECIAL MEETING
MAY 19, 2011
MINUTES**

A Special Meeting of the Rio Dell City Council was called to order at 2:00 P.M. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Leonard and Thompson

Others Present: City Manager Henrickson, Finance Director Beauchaine and City Clerk Dunham

SPECIAL MEETING MATTERS/PUBLIC HEARINGS

Approve Resolution No. 1112-2011 Authorizing Submission of a Planning and Technical Assistance (PTA) Grant Application to the CDBG Program for Citywide GIS and Belleview/Ogle/Riverside Storm Water Conceptual Layout

Finance Director Beauchaine reported the City prepared a planning grant application in the amount of \$105,000 under the Planning and Technical Assistance General Allocation grant program for the eligible activities of: Citywide GIS and Belleview, Ogle, and Riverside Preliminary Storm Drainage Study and Preliminary Conceptual Design.

Beauchaine explained the required cash match of \$3,150 would be coming from General Fund Reserves.

She stated that all of the required public hearings were conducted and staff is now requesting approval of a resolution authorizing the submission of the grant application and execution of related documents.

Councilmember Thompson asked if the City was in competition with other jurisdictions for the grant funding or if it was pre-approved; Beauchaine explained the grants were approved on a first-come-first serve basis and that she would be submitting the application by overnight mail to make sure it was received on time.

Motion was made by Leonard/Thompson to approve *Resolution No. 1112-2011 Authorizing Submission of a Planning and Technical Assistance (PTA) Grant Application to the CDBG Program for Citywide GIS and Belleview-Ogle-Riverside Stormwater Conceptual Layout*. Motion carried 3-0.

Revised Draft Operations Budget II FY 2011-2012

Finance Director Beauchaine explained the revised draft budget includes changes to the planning department increasing salaries to accommodate the new position of Community Development Director, and reduced planning consultant fees; the addition of water and sewer connection fees

MAY 19, 2011 MINUTES

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in the amounts of \$10,800 for water and \$4,600 for sewer; and said additional sewer fees were allocated to the Public Works Department for sludge disposal.

She stated the budget will be presented to the Council on June 7, 2011 with plans for adoption and asked that Council present any questions or comments to her prior to that date.

Councilmember Leonard had a question regarding Sanitation District fees paid previously; City Manager Henrickson suggested he follow up with the Finance Director as staff was unclear on what fees he was referring to.

PUBLIC PRESENTATIONS

None

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:08 P.M. to the June 7, 2011 regular meeting.

Attest:

Julie Woodall, Mayor

Karen Dunham, City Clerk

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 7, 2011**

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: June 1, 2011

SUBJECT: **Annual Transportation Claim**

RECOMMENDATIONS

Authorize the Finance Director to sign and submit the City's annual Transportation Development Act Claim.

BACKGROUND AND DISCUSSION

Annually the City submits a Transportation Claim to the Humboldt County Association of Governments to access its annual Transportation Development Act funds. The City has completed the required process including holding public hearing to receive input from the community. The recommended proposal includes funds for the Humboldt Transit Authority in the amount of \$30,230 for transit services within the City, funds for Humboldt Senior Resource Center in the amount of \$6,500 for senior transportation services, and the balance of \$63,702 remaining for ongoing street maintenance and repairs. This year's claim includes increased funding for the City's HTA, and SRC Contracts, as well as increased funds for street maintenance.

BUDGETARY IMPACT

Total TDA funds of \$100,432.00

ATTACHMENTS:

Annual Transportation Claim 2011-2012

ANNUAL TRANSPORTATION CLAIM

Please
check
one:

☐ STATE TRANSIT ASSISTANCE

☒ TRANSPORTATION DEVELOPMENT ACT

TO: HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
427 F Street, Suite 220
Eureka, CA 95501

FROM: Claimant: City of Rio Dell
Address: 675 Wildwood Ave.
City: Rio Dell, CA Zip: 95562
Contact Person: Stephanie Beauchaine Phone: 707-764-3532

The City of Rio Dell hereby requests, in accordance with Chapter 1400, Statutes 1971 and applicable rules and regulations, that its annual transportation claim be approved in the amount of \$ 100,432.00 for fiscal year 2011/2012, to be drawn from the local transportation fund of the County of Humboldt for the purposes and amounts shown on form TPA-2.

When approved, please transmit this claim to the County Auditor of the County of Humboldt for payment. Approval of the claim and payment by the County Auditor to this applicant is subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan.

APPROVED:

By _____
Signature
Executive Officer, Humboldt County
Association of Governments
Approval Date _____

By _____
Claimant's Signature
Title Finance Director
Submittal Date _____

ANNUAL PROJECT AND FINANCIAL PLAN

(Use additional forms as necessary)

BRIEFLY DESCRIBE ALL PROPOSED PROJECTS AND INDICATE PROPOSED EXPENDITURES OF YOUR JURISDICTION FOR THE ENSUING FISCAL YEAR FOR PUBLIC TRANSPORTATION OPERATING AND CAPITAL EXPENDITURES, RIGHT-OF-WAY ACQUISITION AND CONSTRUCTION OF LOCAL STREETS AND ROADS AND FACILITIES FOR THE EXCLUSIVE USE BY PEDESTRIANS AND BICYCLES. GIVE EACH PROJECT A TITLE AND NUMBER IN SEQUENCE

PROJECT TITLE & BRIEF DESCRIPTION	ARTICLE, SECTION OF ACT	PROJECT COST	SOURCES OF FUNDING
NO. <u>06-01</u> <u>HTA/RTS Share of Cost</u>	99260	30,230	TDA
NO. <u>06-02</u> <u>HSRC Share of Cost</u>	94400(a)	6,500	TDA
NO. <u>06-03</u> <u>Street Repair, Construction & Maintenance</u>	94400(c)	63,702	TDA
NO. _____			

PROJECT TITLE & BRIEF DESCRIPTION	ARTICLE, SECTION OF ACT	PROJECT COST	SOURCES OF FUNDING
NO. _____			
NO. _____			
NO. _____			

A.	Total (TDA / STA) funds this claim	\$ <u>100,432.00</u>
B.	Total other funds (i.e., fares, fuel taxes)	\$ <u>0.00</u>
C.	Total transportation project expenditure	\$ <u>100,432.00</u>

CURRENT YEAR FUND STATUS REPORT

BRIEFLY DESCRIBE THE STATUS OF CURRENT FISCAL YEAR ANNUAL TRANSPORTATION CLAIM INCLUDING:

- A. PROJECT PROGRESS TO DATE.
- B. REVENUES RECEIVED AND EXPENDITURES TO DATE.
- C. PROJECTION OF A) AND B) ABOVE TO JULY 1.
- D. FUNDS RESERVED FOR FUTURE PURPOSES.

As of May 6, 2011 the City has received \$68,130.00 and expended
\$97,893.46 in TDA Funds. These expenditures were funded by
current year revenues as well as reserves. All contract distributions
for ongoing street repair, maintenance and construction have
been expended pursuant to the rules and regulations of the
Transportation Development Act.

CERTIFIED:

By _____

Title Finance Director

Date _____

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 7, 2011**

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: June 1, 2011

SUBJECT: **Adult Day Health Services Contract**

RECOMMENDATIONS

Authorize the City Manager to execute a continued contract agreement with Adult Day Health Services for transportation services for the fiscal year 2011-2012.

BACKGROUND AND DISCUSSION

The City of Rio Dell has contracted with Adult Day Health Services of Fortuna for many years to provide transportation services for residents of Rio Dell who are disabled and/or 55 years of age and older. The City receives Transportation Development Act (TDA) funding through the Humboldt County Association of Governments (HCOAG) for this purpose.

BUDGETARY IMPACT

The cost of the upcoming year's services is \$6,500. Funding for said services is provided through the City's TDA allocation and is currently included in the 2011-2012 operations budget.

ATTACHMENTS:

(1) Contract Agreement

**CONTRACT AGREEMENT
TRANSPORTATION SERVICES FOR THE
ELDERLY AND FUNCTIONALLY DISABLED**

This agreement made and entered into and made effective as of July 1, 2011, by and between the City of Rio Dell (hereinafter referred to as "City"), and Adult Day Health Services of Fortuna, a private, non-profit organization (hereinafter referred to as "Provider"), for the period of July 01, 2011 to June 30, 2012, regarding provision of the following services:

Transportation for Adult Day Health Services Program Participants

IT IS MUTUALLY AGREED by and between City and Provider as follows:

1. Provider shall perform, in a satisfactory and proper manner, transportation services between the City of Rio Dell and Adult Day Health Care Center, to persons fifty-five (55) years of age and older and for disabled individuals.
2. City shall compensate Provider per ride, round trip, up to a total compensation of \$6,500.
3. Services will be available through the entire twelve (12) month period of contract.
4. Any changes in scope of service, including any increase or decrease in compensation which is agreed upon between the parties, shall be effective when incorporated in written amendments to the Agreement. No oral understanding or agreement shall be binding to the parties hereto.
5. Compensation shall be paid to Provider upon receipt of properly completed financial reports. Total annual compensation shall not exceed TDA funds requested and received by the City from HCAOG for this purpose.
6. Provider agrees to comply with all applicable federal, state and local laws, regulations, standards, policies, and standards of employment, included but not limited to, California Transportation Development Act rules and regulations. Provider also agrees to keep in effect all licenses, permits, notices, certificates, bonds, and insurance required for performing the service.
7. During the terms of this Agreement, Provider shall insure Provider and, as an additional primary insured, shall insure City, its officials, officers, and employees against all damages and claims for damages for bodily injury or property damage arising out of this agreement or the use of any vehicle used to provide transportation hereunder and resulting from Provider's ownership, maintenance, or use of said vehicles, in the minimum amount of \$1,000,000 combined single limit. Provider shall furnish City with properly executed certificates of insurance and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on thirty (30) day prior notice to City
8. All vehicles operated in conjunction with the Transportation Development Act funds shall be

subject to the following conditions;

Provider shall accept accountability and responsibility for operation of the vehicle(s);

Provider shall be responsible for all repair, rehabilitation, and maintenance costs for the vehicle(s);

Provider shall operated the vehicle(s) in compliance with all federal, state, and local laws and regulations, and keep in effect all licenses, permits, notices bonds and certificates. The driver of any vehicles designed to carry more than ten (10) persons, including the driver must have a Class B license. (California Administrative Code - Title 13, Subchapter 6.5)

9. Provider shall expend funds received solely for the purposes of this project
10. Termination of Suspension for Cause. Upon breach of this Agreement, City shall have the right to (1) suspend the project funded under this Agreement; or (2) terminate this Agreement, by giving written notice to Provider of such suspension or termination. City shall specify in writing the effective date thereof, at least five (5) days before the effective date of such suspension or termination.
11. Termination for Convenience. Either City or Provider may terminate this Agreement upon thirty (30) days written notice to the other party.

IN WITNESS THEREOF, City and Provider executed this Agreement this 21st day of October, 2009.

PROVIDER:

CITY OF RIO DELL:

Program Director

Ron Henrickson, City Manager

ATTEST:


Carla Ralston, Clerk

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 7, 2011**

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager 

DATE: June 2, 2011

SUBJECT: **West Coast Rodeo Lease Agreement**

COUNCIL RECCOMENDATION

Approve the lease agreement between West Coast Rodeo and the City of Rio Dell.

BACKGROUND AND DISCUSSION

The City of Rio Dell recently acquired property in Metropolitan further described in Attachment A for the Phase II Sewer Project. West Coast Rodeo has proposed the City lease the property for the purpose of pasturing livestock.

The proposed lease is month to month, with a 30 day notice to vacate the property. Staff recommends that the City enter into the agreement and continue the lease until the City is in need of the property for construction.

The West Coast Rodeo Co. has named the City as an additional insured, and the draft lease has been approved by the City attorney.

BUDGETARY IMPACT

\$500 month applied to the Sewer Fund.

PROPERTY LEASE AGREEMENT

This Lease agreement is made effective June 1, 2011 by and between The City of Rio Dell, California (Lessor) and West Coast Rodeo Company (Lessee).

Now therefore, in consideration of the mutual covenants and promises hereinafter set forth, the parties hereto agree as follow:

Lease: Includes the property located at Highway 101 and Metropolitan Road, Rio Dell, CA, commonly referred to as the "Mozzetti Place." As described in the attached Exhibit A.

Term: Month to month lease, with 30 days notice to lessee to vacate property.

Rent: \$500.00/month payable on the first of each month, for that month.

Use: Lessee shall use the property only for the purpose of pasturing livestock, and shall conform to national, state, county police and other applicable ordinances and regulations.

Insurance: Lessee will carry liability insurance up to 1 million dollars, naming the City of Rio Dell and an additional insured.

Repairs: Lessee will maintain the fences on the property as his own expense.

Notices: Service of all notices under this agreement shall be sufficient if given personally or mailed certified at the address hereinafter set forth, or to such address as such party may provide in writing from time to time.

LESSOR: City of Rio Dell 675 Wildwood Ave., Rio Dell, CA 764-3532

Date

LESSEE: West Coast Rodeo Company 2100 Centerville Rd, Ferndale, CA
Lou Bugenig: 834-1064

Date

LEGAL DESCRIPTION

EXHIBIT 'A'

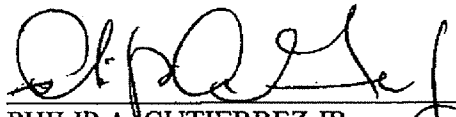
ALL THAT REAL PROPERTY SITUATED IN THE COUNTY OF HUMBOLDT, STATE OF CALIFORNIA, LYING WITHIN SECTION 36, TOWNSHIP 2 NORTH, RANGE 1 WEST, HUMBOLDT MERIDIAN, DESCRIBED AS FOLLOWS:

BEING ALL OF PARCEL 2 AS SHOWN ON THE RECORD OF SURVEY FOR THE CITY OF RIO DELL AS FILED May 3, 2011 IN BOOK 68 OF SURVEYS AT PAGES 131 THROUGH 135, HUMBOLDT COUNTY OFFICIAL RECORDS.

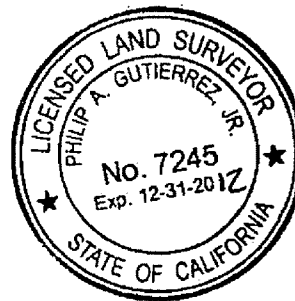
EXCEPTING THEREFROM THAT PARCEL OF LAND LYING WITHIN THE QUITCLAIM DEED TO THE CITY OF RIO DELL RECORDED SEPTEMBER 22, 2010 AS DOCUMENT NO. 2010-20741-5, HUMBOLDT COUNTY OFFICIAL RECORDS.

END OF DESCRIPTION.

THIS LEGAL DESCRIPTION PREPARED ON APRIL 28, 2011



PHILIP A. GUTIERREZ JR.
CALIFORNIA LICENSED LAND SURVEYOR NO. 7245





Insurance Services

Fax: 707-725-3317

May 20 2011 10:08am

P002/003

DATE (MM/DD/YYYY)

05/20/11

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Gates & Associates 521 12th Street Fortuna, CA 95540 Stormi Bettiga		707-725-3313 707-725-3317	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #: BUGEN-1	PAX (A/C, No):
INSURED Bugenlg, Lawrence 2100 Centerville Rd. Ferndale, CA 95536			INSURER(S) AFFORDING COVERAGE INSURER A: California Capital Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFP (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	X		4FLP11580248	03/08/11	03/08/12	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Eq. occurrence)	\$
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 1,000
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	\$
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Eq. accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	<input type="checkbox"/> OCCUR							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DEDUCTIBLE							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
City of Rio Dell is named as additional insured with respects to leased land at Location #8 - see attached note section for full description of property.

CERTIFICATE HOLDER**CANCELLATION**

CITY OF

City of Rio Dell
675 Wildwood Ave.
Rio Dell, CA 59962

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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



To: Honorable Rio Dell City Council

Through: Ron Henrickson, City Manager

A handwritten signature in dark ink, appearing to be "SB" or similar initials.

From: Carla Ralston, Public Works Admin. Tech.

Date: June 7, 2011

Subject: **2011 Maintenance Paving Project Progress Payment Request No.1 from Thomas R. Bess, Inc.**

Recommendation

It is recommended that Council Authorize payment for Progress Payment Request No.1 to Thomas R. Bess, Inc. in the amount of \$100,937.00 for work performed on the 2011 Maintenance Paving Project.

Budgetary Impact

Progress Payment Request No.1 in the amount of \$100,937.00 is funded through Prop. 1B funds and takes into account 10% for retention.

Discussion

The construction on this project is 50% complete, and we anticipate the project being done within the next two weeks. The contractor has completed the planned work on W. Center Street and Chase Street, with planned work still remaining on E. Painter and the Northern end of Rigby.

The project has been inspected by City Staff and the quantities completed to date have been measured by the City in the field with the assistance of Winzler and Kelly and verified by Streets Director Jensen.

Attachments:

- (1) Memorandum from Winzler & Kelley Consulting Engineers
- (2) Progress Pay Request No.1 from Thomas R. Bess, Inc.



WINZLER & KELLY

MEMORANDUM

TO: Ron Henrickson, City Manager Randy Jensen, Public Works Director

FROM: Merritt Perry, Construction Manager *MP*

DATE: June 2, 2011

RE: **2011 Maintenance Paving Project**
Progress Payment Request No. 1 for Thomas R. Bess Inc.

JOB #: 0106111005

The Notice to Proceed on the City of Rio Dell 2011 Maintenance Project began on May 9th and the project is moving ahead on schedule. The project is nearly 50 percent complete and we anticipate the project being done within the next two weeks.

All planned work has been completed on West Center Street and Chase Street with planned work still remaining on East Painter and the Northern end of Rigby Ave. Upon direction from the City, the planned work on Fern Street has been substituted for paving on Davis Street and West Painter Street to avoid having new pavement placed as a part of this project placed where it will be disturbed by the upcoming wastewater effluent project. There is no anticipated cost increase as a result of this change.

Attached is the invoice from Thomas R. Bess Inc. in the amount of \$100,937.00 which includes 10% retention to be withheld until the project is complete. The contract amount for this project is \$182,258.00. The project has been inspected by City staff and the quantities completed to date have been measured by the City in the field with assistance from Winzler & Kelly and verified by the Randy Jensen. Therefore, we recommend payment to Thomas R. Bess Co., Inc. for Progress Pay Request No. 1 in the amount of \$100,937.00 at this time. This amount takes into account 10% retention to be withheld until the project is complete. Payment to the contractors is typically due within 30 days from when the invoice is received. The current invoice was first received on June 2nd.

Please don't hesitate to contact me if you have any questions regarding the project progress or this pay request.

THOMAS R. BESS INC.
ASPHALT, SAND AND GRAVEL
LICENSE NO. 548083 CLASS A

110 MEMORY LANE
CARLOTTA, CA 95528

TELEPHONE
(707)768-3427

June 2, 2011

City of Rio Dell Ca.
C/O Winzler & Kelly
633 Third Street
Eureka, Ca. 95501

Attn. Meritt Perry

RE; 2011 Maintenance paving project. Request for Payment #1.

Meritt;

I request the following payment for work completed thru May 31, 2011 on the above mentioned project.

Item 1. Mobilization. =	\$2500.00
Item 2. Traffic control 60% of \$3000.00 =	\$1800.00
Item 3. Storm water prevention 60% of \$2500.00 =	\$1500.00
Items 4,11,19,26,33,39 Cold plane 793 sy @ \$10.00/sy =	\$7930.00
Items 5,12,20,27,34 Aggregate base, 293 sy @ \$73.00/sy =	\$21,682.00
Items 7,14,21,28,35 Roadway excavation 266sy @ \$35.00/sy =	\$9310.00
Items 8,15,22,29 Asphalt Concrete, 613 Tons @ \$110/T =	<u>\$67,430.00</u>
Total Estimate	\$112,152.00
Less 10% Retention	<u>\$11,215.00</u>
Total Due this Estimate	\$100,937.00

Sincerely,
Thomas R. Bess President

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 7, 2011**

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director *SB*

DATE: June 1, 2011

SUBJECT: **Quarterly Financial Report - Budget Variance Report for the Period Ending 03/31/2011**

RECOMMENDATIONS

Receive and File

BACKGROUND AND DISCUSSION

See Attached.

BUDGETARY IMPACT

None.

ATTACHMENTS:

(1) City of Rio Dell Budget Variance Reports Period Ending 03/31/2011

City of Rio Dell
Budget Variance Report
Period Ending 03/31/2011

Fund	YTD 2010-2011		YTD 2010-2011		YTD 2010-2011		YTD 2010-2011		Variance	%	Variance	%
	Revenue Budget	Revenue Actual	Expenditure Budget	Expenditure Actual	Revenue Budget	Revenue Actual	Expenditure Budget	Expenditure Actual				
General Fund	\$ 753,177	\$ 441,576	\$ 790,489	\$ 578,649	\$ 790,489	\$ 441,576	\$ 790,489	\$ 578,649	\$ (311,601)	59%	\$ (211,840)	73%
Streets Funds	\$ 163,000	\$ 129,770	\$ 164,616	\$ 133,485	\$ 164,616	\$ 129,770	\$ 164,616	\$ 133,485	\$ (33,230)	80%	\$ (31,131)	81%
Sewer Funds	\$ 641,292	\$ 539,033	\$ 679,262	\$ 503,679	\$ 679,262	\$ 539,033	\$ 679,262	\$ 503,679	\$ (102,259)	84%	\$ (175,583)	74%
Special Revenue Funds	\$ 101,805	\$ 72,213	\$ 119,245	\$ 77,316	\$ 119,245	\$ 72,213	\$ 119,245	\$ 77,316	\$ (29,592)	71%	\$ (41,929)	65%
Water Funds	\$ 539,630	\$ 449,873	\$ 542,010	\$ 323,390	\$ 542,010	\$ 449,873	\$ 542,010	\$ 323,390	\$ (89,757)	83%	\$ (218,620)	60%
Total	\$ 2,198,904	\$ 1,632,465	\$ 2,295,622	\$ 1,616,519	\$ 2,295,622	\$ 1,632,465	\$ 2,295,622	\$ 1,616,519	\$ (566,439)	74%	\$ (679,103)	70%

* The budget figures presented represent all financial activity through the period ending 03/30/2011, which is equivalent to 75% of the year, or three quarter periods.

Citywide Budget Highlights

As of 03/30/2011 the City has received 74% of anticipated annual operations revenues, and expended 70% of operations funds appropriated. At this time both revenues and expenditures are relatively proportionate to one another and to the fiscal period for which we are ending.

General Fund Highlights

General Fund revenues received to date represent 59% of anticipated annual operations revenue for the fund. Revenue to date continues to be proportionately low as it relates to the bi-annual property tax disbursements from the County. The next large disbursement will be recorded in April and reflected in the next quarterly report. In comparison to data from the prior quarter, building activities have increased and are now on target with annual projections. We will continue to watch building activity trends and the potential affect it may have on the revenue budget. Retail sales tax data for this period exceeds annual projections by 21% which can be attributed to new business within the City. At this time both General fund revenues and expenditures are on target with projections, and there will likely be no recommendation for augmentation of the original budget projections.

Streets Fund Highlights

Streets revenue received to date represent 80% of annual projections, and 81% of funds appropriated. Expenditures to date are proportionately high as a result of street repairs on Monument Rd. in excess of what was originally anticipated. We will continue to watch the activity within this fund group and any impact it may have on the overall

Sewer Fund Highlights

The City has received 84% of budgeted sewer operations funds to date, and expended 74% of funds appropriated. Revenues received to date have exceed the periods projections; service fees collected are 7% higher than third quarter, and shut-off and late fees have already exceeded funds budgeted by 50%.

Special Revenue Fund Highlights

Special Revenue Funds received through the third quarter represent 71% of revenue budgeted for the year. Expenditures to date are reported at 65% of funds budgeted. Both

Water Fund Highlights

Water Fund revenues continue to exceed projections with third quarter receipts ending at 83% of annual projections. Water Fund expenditures continue to fall below projections and totaled only 60% of funds appropriated for the year. Mirroring the sewer fund receipts Water fund late and shut off fees have exceed the annual budget projection by 49%.

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



To: Honorable Rio Dell City Council
Through: Ron Henrickson, City Manager
From: Carla Ralston, Public Works Admin. Tech.
Date: June 7, 2011
Subject: HWMA Rate Changes for Fiscal Year 2011/2012

Recommendation

Receive and File

Budgetary Impact

None

Discussion

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

At a regular meeting of the HWMA Board of Directors held on May 12, 2011, Resolution 2012-01 Establishing Waste Management Fees for the 2011/2012 fiscal year was adopted. The new fees will go into effect July 1, 2011.

HWMA is reducing their current rates by 2.5%. This reduction in rates will ultimately impact Rio Dell rate payers in a positive way, as it will decrease the amount of fees the City's Franchise Waste Hauler, Eel River Disposal (ERD) pays to the Authority, and a portion of that savings will be reflected in future ERD rates.

Attachments:

Copy of HWMA Resolution 2012-01 and the new fee schedule.



May 19, 2011


Ron Henrickson
City Manager
City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

Dear Mr. Henrickson:

At a regular meeting on May 12, 2011 the HWMA Board of Directors adopted Resolution 2012-01 establishing waste management fees for Fiscal Year 2011/2012. The new waste management fees will go into effect July 1, 2011. You may want to review your fee schedule to ensure that it covers the new HWMA waste management fees.

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

Sincerely,



Jim Test
Executive Director

Humboldt Waste Management Authority

1059 West Hawthorne Street, Eureka, California 95501 • 707-268-8680 • FAX 707-268-8927
Arcata • Blue Lake • Eureka • Ferndale • Rio Dell • Humboldt County

RESOLUTION 2012-01

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

Section 1. PURPOSE AND INTENT.

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

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

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

Section 2. DEFINITIONS.

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

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

Section 3. COLLECTION OF FEE.

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

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

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

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

Section 4. WASTE MANAGEMENT FEE.

(a) The Authority Waste Management Fee rates specified in Schedule A shall take effect beginning on July 1, 2011 for the Fiscal Year 2011/2012.

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

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

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

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

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

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

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

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

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

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

Section 5. PAYMENT OF FEES.

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

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

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

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

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

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

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

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

Section 6. FAILURE TO COMPLY.

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

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

Section 7. REFUNDS.

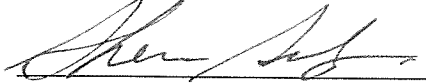
In the event any fee has been overpaid or has been erroneously received by the Authority under this Resolution, it shall be refunded.

Section 8. EFFECTIVE DATE.

This Resolution shall take effect on July 1, 2011.


The foregoing Resolution was passed by the Board of the Humboldt Waste Management Authority this 12th day of May, 2011.

APPROVED:


Sherman Schapiro, Chairperson

Date: 5/17/11

ATTEST:


HWMA Clerk

Date: 5/18/11

**SCHEDULE A
WASTE MANAGEMENT FEES
TABLE 1**

COUNTY WIDE PROGRAMS	PER TON
Household Hazardous Waste Program	5.71
Cleanup / Enforcement Programs	0.57
Rural Container Program	2.56
City/County AB 939 Recycling Program	2.46
Table Bluff Landfill Maintenance	0.40
County Local Enforcement Agency (LEA)	2.66
Administration	5.44
Cummings Road Maintenance	4.87
Total	24.67

TABLE 2

SELF HAUL FEES FOR AUTHORITY OPERATED FACILITIES	PER TON
Operation, Capital, Transport, Disposal	121.64
Countywide Programs	24.67
Total Self Haul Rate Per Ton	146.31
Minimum Fee for Waste	12.00
Greenwaste	90.00
Minimum Fee for Greenwaste	7.00
Special Handling, Per Hour (Minimum for illegal dump clean up is \$100.)	180.00/hr.
See Table 7 for Additional Fees	
See Table 8 for Household Hazardous Waste Fees	

TABLE 3

FRANCHISE COLLECTOR FEES FOR AUTHORITY OPERATED FACILITIES	PER TON
Operation, Capital, Transport, Disposal	95.56
Countywide Programs	24.67
Total Franchise Rate Per Ton	120.23
Special Handling, Per Hour	180.00/hr.
See Table 7 for Additional Fees	
Greenwaste delivered to HWMA facilities	49.00

TABLE 4

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

TABLE 5

SATELLITE FACILITIES	PER TON
Operation, Transport, Disposal	67.97
Countywide Programs	24.67
Total Satellite Facilities Rate	92.64

TABLE 6

NON-FRANCHISE COLLECTOR	TOTAL
Countywide Programs	24.67

TABLE 7

ADDITIONAL FEES	EACH
Asbestos Handling Fee (in addition to per ton rate)	50.00
Appliances with Freon or without Freon, Large Commercial Unit	65.00
Appliances with Freon or without Freon, Residential	*
Bulky Items such as mattress, sofa, stuffed chair (in addition to per ton rate)	5.00
Bulky Items Franchise Rate per Item (in addition to per ton rate)	0.00
Tire, Light Truck, Passenger, Motorcycle or Smaller	5.25
Tire, Light Truck, Passenger, Motorcycle or Smaller on Rim	6.50
Tire, Truck	11.50
Tire, Truck on Rim	23.00
Tire, Grader	40.00
Tire, Off Road (Giant)	257.00
Tire, Foam Filled or Solid (forklift)	194.00

TABLE 8

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

TABLE 9

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

TABLE 10

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

HUMBOLDT WASTE MANAGEMENT AUTHORITY

FISCAL YEAR 2011-2012 DISPOSAL FEE CALCULATION


Approved May 12, 2011

Anticipated Waste Disposed	70,000				
	Total Expenses	Per Ton (Revenue)			
		Hawthorne St. Franchise	Hawthorne St. Self Haul	Satellite Facilities	Direct Haul to Anderson
		44,000	15,000	6,000	5,000
Operations	1,422,087	19.27	45.35	7.86	
Debt Service	1,268,851	17.64	17.64	1.46	
Subtotal	2,690,937	36.91	62.99	9.32	
Waste Services					
Transport	2,466,463	37.95	37.95	37.95	
Disposal	1,345,445	20.70	20.70	20.70	
Subtotal	3,811,908	58.65	58.65	58.65	
Countywide Programs					
HWMA Operated					
Administration	380,800	5.44	5.44	5.44	5.44
Household Hazardous Waste Program	399,700	5.71	5.71	5.71	5.71
Cummings Road Landfill Maintenance	340,900	4.87	4.87	4.87	4.87
Cleanup/Enforcement Programs	39,900	0.57	0.57	0.57	0.57
Pass Throughs					
Rural Container Program	179,200	2.56	2.56	2.56	2.56
County/Cities AB939 Programs	172,200	2.46	2.46	2.46	2.46
Table Bluff Landfill Maintenance	28,000	0.40	0.40	0.40	0.40
Countywide Enforcement (LEA)	186,200	2.66	2.66	2.66	2.66
Subtotal	1,726,900	24.67	24.67	24.67	24.67
Tipping Fees Per Ton	8,229,745	120.23	146.31	92.64	24.67
		Hawthorne St. Franchise	Hawthorne St. Self Haul	Satellite Service Rate	Direct Haul Service Rate
Current Rates:		123.31	150.06	95.02	24.67
Proposed Change:		(3.08)	(3.75)	(2.38)	0.00
Percent Change:		-2.5%	-2.5%	-2.5%	0.0%



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
JUNE 7, 2011**

TO: Mayor and Members of the City Council

FROM: Carla Ralston, Public Works Administrative Assistant 

THROUGH: Ron Henrickson, City Manager

DATE: June 7, 2011

SUBJECT: **Annual Adjustment to Eel River Disposal Garbage Rates**

RECOMMENDATION

Approve the proposed rate adjustment with Eel River Disposal, and accept it as an amendment to the City's Solid Waste and Recycling Franchise Agreement, effective July 1, 2011.

BUDGETARY IMPACT

Cost adjustments are borne by the user of the service.

BACKGROUND AND DISCUSSION

The solid waste franchise agreement with Eel River Disposal (ERD) includes a provision for an annual CPI adjustment to the portion of the garbage rate that covers operational costs. Section 2.03.06 of the franchise agreement establishes that any CPI change "must have approval of the City Council as to accuracy prior to the service rate taking effect". The proposed rate change for this year based on the CPI reflects an increase of 1.6%, that will be reflected in collection fees; with a reduction in the disposal rates. The combination of these changes actually reduces most rates for the rate payers. A 32 gallon

can (1 time weekly) will be \$24.12/month, representing a reduction of .09 cents from the current rate.

The rates for the various bins will reflect a slight decrease as well. Additionally, the rate for the individual bags will be unchanged at \$5.75 for seniors and \$6.00 for non-seniors.

Eel River Disposal has sent three attachments along with their request. Exhibit 'A' shows that portion of the rate that is applied to the landfill fee, per our current agreement. Exhibit 'B' shows the new costs for collecting the garbage. Exhibit 'C' shows the new combined rate totals.

ATTACHMENTS:

Letter from ERD dated May 23, 2011

Exhibit 'A' City of Rio Dell Disposal Rates

Exhibit 'B' City of Rio Dell Collection Rates

Exhibit 'C' City of Rio Dell Combined Rates



May 23, 2011

City of Rio Dell
Mr. Ron Hendrickson
675 Wildwood Ave
Rio Dell, Ca., 95562

RE: Rate increase to be effective 7-1-11

Dear Mr. Hendrickson:

Please find enclosed new rate sheets reflecting our proposed rate change based upon the CPI, this year the change is +1.6% and also there is a reduction in the disposal rates. The combination of these changes reduces most rates for our customers. The rate change should be effective July 1, 2011.

If you should have any questions I can be reached at 725-5156.

Sincerely,

Karen Smith
Office Manager

City of Rio Dell

Disposal Rates

EXHIBIT A

104.95 Per Ton

Effective 7-1-11

Bag Service
Regular **1 Bag**
\$1.77

Monthly Rate
20-Gallon Can
1xWeekly **1 Can**
\$4.79

Monthly Rate
32-Gallon Can
1xWeekly **1 Can** **2 Cans** **3 Cans** **4 Cans**
\$7.66 \$15.32 \$22.98 \$30.64
2XWeekly \$15.32 \$30.64 \$45.96 \$61.28

Monthly Rate
Bins No Rental
1xWeekly **1 Yard** **1.5 Yard** **2 Yard** **3 Yard** **4 Yard** **6 Yard** **8 Yard**
\$48.35 \$72.53 \$96.70 \$145.05 \$193.40 \$290.10 \$386.81
2xWeekly \$96.70 \$145.05 \$193.40 \$290.10 \$386.81 \$580.21 \$773.61
3XWeekly \$145.05 \$217.58 \$290.10 \$435.16 \$580.21 \$870.31 \$1,160.42

City of Rio Dell

Collection Rate
EXHIBIT B

**Bold numbers
effective 7-1-11**

1.016

Bag Service **1 Bag**
Regular \$4.16

\$4.23

Monthly Rate
20-Gallon Can **1 Can**
1xWeekly \$14.16

\$14.39

Monthly Rate	1 Can	2 Cans	3 Cans	4 Cans
32-Gallon Can				
1xWeekly	\$16.20	\$22.70	\$31.45	\$37.05
2XWeekly	\$28.28	\$42.92	\$60.44	\$71.65
	\$16.46	\$23.06	\$31.95	\$37.64
	\$28.73	\$43.61	\$61.41	\$72.80

Monthly Rate	1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
Bins No Rental							
1xWeekly	\$27.33	\$40.98	\$54.71	\$82.09	\$109.39	\$164.15	\$219.40
2xWeekly	\$48.78	\$81.47	\$108.74	\$163.02	\$217.68	\$326.12	\$434.87
3XWeekly	\$82.09	\$122.26	\$163.02	\$244.66	\$326.12	\$489.15	\$652.59
	\$27.77	\$41.64	\$55.59	\$83.40	\$111.14	\$166.78	\$222.91
	\$49.56	\$82.77	\$110.48	\$165.63	\$221.16	\$331.34	\$441.83
	\$83.40	\$124.22	\$165.63	\$248.57	\$331.34	\$496.98	\$663.03

Bin Rental	1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
	\$18.23	\$20.75	\$23.32	\$28.44	\$33.45	\$44.01	\$51.30
	\$18.52	\$21.08	\$23.69	\$28.90	\$33.99	\$44.71	\$52.12

City of Rio Dell

Combined Rate
EXHIBIT C

To be effective 7-1-10

Bag Service
Regular
1 Bag
\$5.99

Monthly Rate
20-Gallon Can
1xWeekly
1 Can
\$19.17

Monthly Rate
32-Gallon Can
1xWeekly
2XWeekly
1 Can
\$24.12
\$44.05
2 Cans
\$38.38
\$74.24
3 Cans
\$54.93
\$107.36
4 Cans
\$68.28
\$134.07

Monthly Rate
Bins No Rental
1xWeekly
2xWeekly
3xWeekly
1 Yard
\$76.12
\$146.26
\$228.46
1.5 Yard
\$114.16
\$227.83
\$341.79
2 Yard
\$152.29
\$303.88
\$455.73
3 Yard
\$228.46
\$455.73
\$683.73
4 Yard
\$304.54
\$607.97
\$911.55
6 Yard
\$456.88
\$911.55
\$1,367.29
8 Yard
\$609.72
\$1,215.44
\$1,823.45

Bin Rental
1 Yard
\$18.52
1.5 Yard
\$21.08
2 Yard
\$23.69
3 Yard
\$28.90
4 Yard
\$33.99
6 Yard
\$44.71
8 Yard
\$52.12

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



TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

SB

FROM: Carla Ralston, Public Works Admin. Tech.

DATE: June 7, 2011

SUBJECT: Award Contract to Design Air for Energy Efficiency and Conservation Block Grant (EECBG)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve award of contract to Design Air in the amount of \$23,913.00 for the City Hall HVAC Replacement Project and authorize the City Manager to execute the Contract Agreement.

BACKGROUND AND DISCUSSION

In February 2010, the City passed Resolution No. 1070-2010 authorizing the County of Humboldt to apply on behalf of the City of Rio Dell for North Coast Integrated Regional Water Management Plan (NCIRWMP) Energy Efficiency and Conservation Block (EECBG) Funding.

The County has now entered into an agreement with the North Coast Integrated Regional Water Management Plan Energy Efficiency and Conservation Block for funding up to \$25,000.00, and we are now ready to award the contract and begin the project.

Staff has obtained three proposals for the needed work; the first quote is from Design Air for the amount of **\$23,913.00**, the second quote is from Air Tight Heating and Sheet Metal for the amount of **\$26,500.00** and the third quote is from California Heating for the amount of **\$26,812.00**.

BUDGETARY IMPACT

Funding for this project to come from the Energy Efficiency and Conservation Block Grant.

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



**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 7, 2011**

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

SB

DATE: June 1, 2011

SUBJECT: **Operations Budget for Fiscal Year 2011-2012**

RECOMMENDATION

Approve Resolution 1113-2011 adopting the City of Rio Dell 2011-2012 Fiscal Year Operating Budget.

BUDGETARY IMPACT

Approval of Resolution 1113-2011 will appropriate projected Operations revenue totaling \$2,203,406 and expenditures in the amount of \$2,224,370 as follows:

<u>Fund</u>	<u>Operations Revenue FY 2011-2012</u>	<u>Operations Expenditures FY 2011-2012</u>
0 General Fund	830,561	860,015
20 Gas Tax	66,020	65,952
24 TDA	100,015	99,990
26 ISTE	16,515	15,483
27 Solid Waste	9,206	8,589
43 Vehicle abatement		7,000
50 Sewer	654,978	654,977

<u>Fund</u>	<u>Operations Revenue FY 2011-2012</u>	<u>Operations Expenditures FY 2011-2012</u>
60 Water	517,112	508,682
74 Recycling	9,000	3,681
Total	2,203,406	2,224,370

BACKGROUND AND DISCUSSION

City Staff has been working on the budget process since March of 2011. In conjunction with the Finance Department each City Department has developed a budget proposal which has been approved by the City Manager, and reviewed by the City Council.

At this time all recommendations, suggestions, and corrections noted have been implemented into the proposed draft II, and the staff recommendation is for the City Council to approve Resolution 1113-2011 adopting the 2011-2012 Fiscal Year Operating Budget.

**RESOLUTION NO. 1113-2011
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL
ADOPTING THE OPERATING BUDGET
FOR THE FISCAL-YEAR 2011-2012**

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, 2011 and ending June 30, 2012, 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 2011-2012 Operating Budget including revenues totaling \$2,203,406, and appropriating expenditures of \$2,224,370 as follows:

<u>Fund</u>	<u>Operations Revenue FY 2011-2012</u>	<u>Operations Expenditures FY 2011-2012</u>
0 General Fund	830,561	860,015
20 Gas Tax	66,020	65,952
24 TDA	100,015	99,990
26 ISTEAA	16,515	15,483
27 Solid Waste	9,206	8,589
43 Vehicle abatement		7,000
50 Sewer	654,978	654,977
60 Water	517,112	508,682
74 Recycling	9,000	3,681
Total	2,203,406	2,224,370

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.

PASSED AND ADOPTED by the City of Rio Dell on this 7th day of June 2011, by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

Julie Woodall, Mayor

ATTEST:

Karen Dunham, City Clerk