

# A G E N D A

**RIO DELL CITY COUNCIL  
CLOSED SESSION - 5:30 P.M.  
REGULAR MEETING - 6:30 P.M.  
TUESDAY, JULY 21, 2009  
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) 2009/0721.01 - Anticipated Litigation - Significant exposure to litigation pursuant to Section 54956.9(b): 2 potential cases

E. PUBLIC COMMENT REGARDING CLOSED SESSION

F. RECESS INTO CLOSED SESSION - 5:30 P.M.

G. RECONVENE INTO OPEN SESSION

H. ORAL ANNOUNCEMENTS

I. CEREMONIAL MATTERS

J. 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) 2009/0721.02 - Approve Minutes of the April 21, 2009 Regular Meeting (2<sup>nd</sup> submittal)  
**(Action)** 1
- 2) 2009/0721.03 - Approve Minutes of the July 14, 2009 Closed Session **(Action)** 7
- 2) 2009/0721.04 - Approve Check Register **(Action)** 8
- 3) 2009/0721.05 - Approve Water Bill Adjustment Claim for Robin Ronay at 975 Webb Lane in the amount of \$237.93 **(Action)** 11
- 4) 2009/0721.06 - Approve Travel Expenses for Councilmember Dunker to Attend the Annual League of California Cities Conference on September 16-18 In San Jose **(Action)**

K. SPECIAL PRESENTATIONS

- 1) 2009/0721.07 - Housing Element Update - George Williamson, Planwest Partners
- 2) 2009/0721.08 - Solids and Disinfection Management Project 10% Design Concept Report - Rebecca Crow, Winzler & Kelly 16

L. ORDINANCES/ SPECIAL RESOLUTION

M. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar
- 2) 2009/0721.09 - Authorize the Interim City Manager to Execute the Agreement with Wendt Construction for the Safe Routes to School Project **(Action)** 17
- 3) 2009/0721.10 - Authorize the Interim City Manager to Execute the Contract Agreement Between the City of Rio Dell and the Rio Dell School District for the Safe Routes to School Project **(Action)**

N 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.*

O. REPORTS/STAFF COMMUNICATIONS

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

P. COUNCIL REPORTS/COMMUNICATIONS

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

R. PUBLIC COMMENT REGARDING CLOSED SESSION

S. RECESS INTO CLOSED SESSION

T. RECONVENE INTO OPEN SESSION

U. ORAL ANNOUNCEMENTS

V. ADJOURNMENT

*The next Regular meeting will be on August 4, 2009  
at 6:30 PM in the City Council Chambers*

**RIO DELL CITY COUNCIL  
REGULAR MEETING  
APRIL 21, 2009  
MINUTES**

The Regular Meeting of the Rio Dell City Council was called to order at 6:30 P.M. by Mayor Woodall.

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

Others Present: City Manager Flemming, Finance Director Beauchaine, Acting Director of Public Works Jensen, City Clerk Dunham, and Public Works Administrative Assistant Ralston

Absent: Chief of Police Hill

**CEREMONIAL MATTERS**

Proclamation in Support of Earth Day – April 22, 2009

Public Works Administrative Assistant Ralston read the proclamation in support of Earth Day and focused everyone's attention of the Rio Dell Earth Day t-shirts worn by Councilmembers and staff. She announced that staff and volunteers would be taking a proactive role on Earth Day by planting flowers and weeding the areas on or around City Hall with the goal of inspiring others to join in efforts to protect and preserve our natural environment.

**CONSENT CALENDAR**

Motion was made by Thompson/Dunker to approve the consent calendar including the minutes of the March 10, 2009 Study Session; the minutes of the March 11, 2009 Special Meeting; the minutes of the March 17, 2009 Special Meeting; the minutes of the March 17, 2009 Regular Meeting; and the check register including the general check register for check numbers 27028-27099 totaling \$101,438.49; and the payroll check register for check numbers 14625-14647 totaling \$24,758.01. Motion carried 5-0.

**ORDINANCES/SPECIAL RESOLUTIONS**

Conduct Second Reading (by title only) and Approve Ordinance No. 261-2009 Adopting a Code of Ethics

Finance Director Beauchaine explained that the implementation of an Ethics Policy for the City was recommended as an internal control measure by the City's auditors. She said the proposed

**APRIL 21, 2009 MINUTES**  
**Page 2**

ordinance was introduced and read by title only at the April 7, 2009 regular meeting; and tonight the ordinance is being brought before the Council for its' second reading and adoption. She stated the proposed Code of Ethics is intended to promote the highest standards of conduct and to establish a framework for measuring professional municipal relations and the ethical responsibility of all City of Rio Dell officials.

Motion was made by Barsanti/Thompson to conduct the second reading (by title only) and approve Ordinance 261-2009 adopting a Code of Ethics. Mayor Woodall read the ordinance by title only and opened a Public Hearing to receive public comment on the proposed ordinance. There being no public comment, the public hearing closed. Motion then carried 5-0.

Conduct Second Reading (by title only) and Approve Ordinance No. 262-2009 Re-establishing the Position of Building Official and Adopting Building Codes and Fees

Finance Director Beauchaine explained the proposed ordinance was introduced and read (by title only) at the April 7, 2009 regular meeting; and tonight the proposed ordinance is being brought before the Council for its' second reading and adoption.

Motion was made by Dunker/Marks to conduct the second reading (by title only) of Ordinance No. 262-2009 Re-establishing the Position of Building Official and Adopting Building Codes and fees. Mayor Woodall read the ordinance by title only.

Mayor Woodall opened a public hearing to receive public comment on the proposed ordinance.

Dave Gonzales asked if the City had a Building Official designation; Finance Director Beauchaine stated that the position is designated as a contract position at this time. There being no public comment, the public hearing closed.

Councilmember Barsanti asked if there were any changes or corrections to the ordinance from the first draft; Beauchaine verified the proposed ordinance was the same as introduced at the last meeting.

Motion then carried 5-0.

Approve Resolution No. 1044-2009 Designation of Authorized Representatives State Water Resources Control Board for the Wastewater Project Entitled Solids and Disinfection Management

City Manager Flemming stated the City is in the process of filing for a financial assistance agreement application to SWRCB and they are requiring that we submit a resolution listing the City's authorized representatives. She explained this resolution will re-designate the City Manager and Finance Director as authorized representatives of the City in matters associated with State Water Resources Control Board Funding for the wastewater project entitled Solids and Disinfection Management.

Motion was made by Barsanti/Dunker to approve Resolution No. 1044-2009 *Designation of Authorized Representatives State Water Resources Control Board for the Wastewater Project Entitled Solids and Disinfection Management City of Rio Dell*. Motion carried 5-0.

### **SPECIAL CALL ITEMS**

#### Conduct Public Hearing on Unmet Transit Needs

City Manager Flemming stated this public hearing is the first step in the application process for acquiring the City's annual TDA allocation.

Mayor Woodall opened the public hearing at 7:03 P.M. to receive public input on unmet transit needs.

There being no public comment, the public hearing closed at 7:04 P.M.

#### Authorize the Chief of Police to Submit an Application for Funding Through the US Department of Justice Edward Byrne Competitive Grant Program

Finance Director Beauchaine reported on behalf of Chief Hill stating that funding has become available through the Edward Byrne Memorial Competitive Grant Program as part of the American Recovery and Reinvestment Act which makes the Police Department eligible to submit an application for funding to hire a Community Services Officer to augment the department's workforce with the goal of making sworn officers more available to reduce and prevent crime. The grant would fund the salary and benefits for the position for up to 24 months.

She noted the deadline to submit grant applications is April 27, 2009.

Councilmember Marks asked what the financial impact to the City would be; Beauchaine explained there would be no financial impact at this time since she and the Chief would be completing the application. She noted any future financial impacts would be confirmed prior to the Council's approval of the acceptance of any grant award.

Motion was made by Dunker/Marks to authorize the Chief of Police to submit an application for funding through the US Department of Justice Edward Byrne Competitive Grant Program. Motion carried 5-0.

#### Approve Scope of Services Between Winzler & Kelly and the City of Rio Dell for Wastewater Irrigation Site Specific Soils Investigation

Finance Director Beauchaine stated this item was pulled from the agenda as well as the following Scope of Services for the Groundwater Evaluation because of new information regarding funding of the City's Wastewater Infrastructure Project suggesting a Special Study Session be scheduled as soon as possible to address the issues.

A Study Session was scheduled for April 28, 2009 at 5:30 P.M.

Authorization for Council to Incur Travel Expense for L.O.C.C. Meeting in Lakeport  
Finance Director Beauchaine stated the Finance Department had received two travel and training expense reimbursement forms from Council, and as requested by Council, were submitted for approval prior to the incurrence of the travel expense.

Councilmember Thompson stated that he understood that approval would not be necessary for local travel such as Lakeport; Beauchaine stated the Council had appropriated funds in the amount of \$790.00 remaining in the City Council Department Budget and that the travel expenses for these two meetings would exceed that amount by over \$500.00, thus needing Council approval.

For the purpose of discussion, motion was made by Dunker/Marks to approve the request for Councilmember Dunker to incur travel expenses in an amount not to exceed \$1,310.10.

Councilmember Barsanti asked if both of these meetings were on the priority list as previously submitted by Councilmember Dunker and if the expense was budgeted; Beauchaine noted they were on the list of meetings to attend as priority and reiterated that the amount remaining in the Council's budget was \$790.00.

Councilmember Thompson asked Councilmember Dunker if he had an idea of the agenda items to be discussed at the L.O.C.C. Statewide Policy Meeting in Sacramento, more specifically if assessment districts or anything pertaining to streets and drainage would be discussed. Councilmember Dunker noted that infrastructure needs would be discussed. Councilmember Thompson also commented that often times Cities send their City Manager to these types of meetings and wondered if any local City Managers would be attending and could report back to other City Managers at the local City Manager's meetings rather than incurring added expense to send a Councilmember.

Councilmember Barsanti stated that volunteer time is very important to the City and thanked Councilmember Dunker for the numerous hours he spends volunteering. He said he had no problem with approving the travel expense for the Lakeport meeting since it was within the Council budget however the Council would need to address the issue of the expenses for the Sacramento meeting.

Motion then carried 4-1 with Councilmember Marks casting the dissenting vote.

Mayor Woodall then called for a motion on approval to incur travel expenses for the League of California Cities Statewide Policy Meeting in Sacramento; no motion was made.

**PUBLIC PRESENTATIONS**

John Lane, 1249 Riverside Dr., addressed the Council regarding a volunteer project he was working on with Councilmember Thompson to scan and organize the City Deeds, Easements and other legal documents kept in the City's safe so that those original documents can be preserved and placed in the City Records Storage area along with other important documents stating that they began the scanning on Saturday and were able to complete approximately one-third of the documents. He thanked the City Council for permitting him to work on such a worthwhile project and said they would be reporting back to the Council upon completion of the project.

Councilmember Dunker asked Mr. Lane who authorized them to proceed with this project; Councilmember Thompson stated that records of Deeds and Easements became of interest to him a few months ago and as a result spoke to the City Manager and discussed the idea of continuing with scanning of important City documents and putting them on the City's computers in PDF format so they can easily be searched, as he had previously done with the City's ordinances and resolutions. He said he worked with the City Clerk to help facilitate that plan as she also felt it would be very beneficial to the City. He asked if any Councilmember objected to them proceeding with the project; no objections were noted. City Manager Flemming clarified that the City Clerk was aware they would be working in City Hall on Saturday and had removed the necessary documents from the safe that were to be scanned and there was no problem except that neither the police department nor some of the Council members were informed of what was going on, which raised questions. She suggested in the future that everyone be informed to avoid unnecessary concern.

**REPORTS/STAFF COMMUNICATIONS**

City Manager Flemming reported on recent activities and meetings and said she had participated in some very productive meetings with landowners for the proposed Wastewater Facility site and felt very positive with the way the project was progressing.

Acting Director of Public Works Jensen reported on recent activities in the public works department and said thanks to the efforts of HCAOG, the County allocated money to Cities for funding of infrastructure projects through the Stimulus Program which will allow the city to move forward with its current infrastructure projects.

Finance Director Beauchaine reported on recent activities in the finance department and said that infrastructure is at the forefront and congratulated Winzler and Kelly and the public works department for a job well done in helping to secure Stimulus funding through HCAOG. She also reported she was working with the Chief of Police on a COPS grant application for funding of three additional police officers as well as the application for the Community Services Officer; said she would be scheduling another study session regarding the Employee Handbook; and said she would be prepared to make a budget presentation at the May 5, 2009 regular meeting.



Lastly, she announced she received good news today that the City's Headwaters Grant application for a food processing facility was approved.

**COUNCIL REPORTS/COMMUNICATIONS**

Councilmember Dunker reported on the League of California Cities Legislative Action Days meeting he attended in Sacramento stating that the legislators in attendance gave the League representatives the indication that they will support the League's position and not use local government funds to balance the State Budget even under the Emergency Clause and as an alternative, would be working on securing a loan.

Councilmember Marks asked Finance Director Beauchaine if the workshop on Governmental Accounting would still be taking place on June 10<sup>th</sup>, stating she would like to participate; Beauchaine stated a CPA firm would be conducting the workshop and encouraged all Councilmembers and staff to attend.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 7:58 to the April 28, 2009 Special Meeting.

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Julie Woodall, Mayor

Attest:

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Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL  
CLOSED SESSION  
JULY 14, 2009  
MINUTES**

A Closed Session of the Rio Dell City Council was called to order at 5:00 P.M. by Mayor Woodall.

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

**CLOSED SESSION ITEMS**

**Public Employee Appointment – Interim City Manager (Government Code Section 54957)**

**Conference with Legal Counsel – Anticipated Litigation. Significant Exposure to Litigation Pursuant to Subdivision (b) of Section 54956.9: three Potential Cases**

Mayor Woodall announced the council would be adjourning to closed session to discuss the matters as noted above and asked for public comment. There being no public comment, the Council adjourned to closed session at 5:02 P.M.

The Council reconvened to open session at 7:50 P.M. Mayor Woodall announced the Council took action in closed session to appoint Graham Hill as Interim City Manager at an annual rate of pay equivalent to \$62,000.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 7:52 P.M. to the July 16, 2009 study session.

\_\_\_\_\_  
Julie Woodall, Mayor

Attest:

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

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

TO: Honorable Mayor and Members of the City Council

THROUGH: Nancy Flemming, City Manager

FROM: Karen Dunham, City Clerk

DATE: July 21, 2009

SUBJECT: Approval of Check Register

**RECOMMENDATION**

The City Council approve the General check register for check numbers 27324 & 27393-27433 totaling \$130,349.99; and Payroll check register for check numbers 14765-14784 totaling \$24,135.32.

<u>Register</u>	<u>Check Numbers</u>	<u>Total</u>
General	27324&27393-27433	130,349.99
Payroll	14765-14784	24,135.32

\$154,485.31

**/attachments**

# CITY OF RIO DELLA CHECK REGISTER

## General Checking - US Bank of California

Run: 7/17/2009 at 2:11 PM

Check	Date	Vendor	Description	Check / Payment
0027324	7/01/2009	[2502] KEMP INSPECTION SERVICE	PERMIT & PLAN CHECK FEES FOR JUNE 09	222.20
0027393	7/07/2009	[2362] EMPLOYMENT DEVELOPMENT DEPARTMENT	PIT PPE 070309	845.45
			SDI PPE 070309	
0027394	7/07/2009	[2106] PAULINE W. EVANS	WATER RESIDENCY INCENTIVE	72.10
0027395	7/07/2009	[2481] ICMA	EMPLOYEE 457 DEFERRED COMP FOR PPE 070309	3,488.09
0027396	7/07/2009	[2752] US BANK FEDERAL TAX DEPOSIT	FICA PPE 070309	7,339.12
			FWT PPE 070309	
			M/C PPE 070309	
0027397	7/09/2009	[2757] US POSTMASTER	2008 ANNUAL CONSUMER CONFIDENCE REPORT ON DR	535.37
0027398	7/10/2009	[3154] FIREWORKS SALES - SCOTIA SWIM TEAM	REIMBURSE FOR BUSINESS LICENSE PAID (FIREWORK	30.00
0027399	7/10/2009	[2757] US POSTMASTER	NOTICE OF PUBLIC HEARING ON PROPOSED WASTEWAT	667.10
0027400	7/17/2009	[0576] 101 AUTO PARTS	MONTHLY CHARGES FOR JUN 09	154.10
0027401	7/17/2009	[2674] ANIMAL HEALTH & SURGERY CENTER	OFFICE VISIT FOR CAT FROM BURNING CAR	36.50
0027402	7/17/2009	[2247] BLUE CROSS OF CALIFORNIA	EMPLOYEE HEALTH INSURANCE	17,411.00
0027403	7/17/2009	[2285] CC MARKET (1)	COFFEE MATE	19.95
0027404	7/17/2009	[2293] CITY OF FORTUNA	DRINKS & COOKIES FOR MEETING071609	2,793.00
			POLICE DISPATCH SERVICES/ JULY 2009	
			WASTEWATER TESTING	
0027405	7/17/2009	[2302] CLYDE'S TOWING	TOWING	150.00
0027406	7/17/2009	[2283] COASTAL BUSINESS SYSTEMS	BLACK TONER	116.05
0027407	7/17/2009	[3148] COUNTY OF HUMBOLDT	PARCEL OWNERSHIP ADDRESSES	94.75
0027408	7/17/2009	[3527] DRIVER ALLIANT INSURANCE SERVICES	ALLIANT CRIME INSURANCE PROGRAM	950.00
0027409	7/17/2009	[2383] EUREKA OXYGEN CO.	HASMAT CHARGE	14.00
0027410	7/17/2009	[3179] FORD MOTOR CREDIT CO - MUNICIPAL	5TH PMT FOR 2008 F-250 4X4	1,538.40
0027411	7/17/2009	[2411] FORT DEARBORN LIFE INSURANCE CO.	EMPLOYEE LIFE INSURANCE	165.20
0027412	7/17/2009	[2501] HAJOCA CORPORATION	STD GALVANIZED PIPE	666.52
0027413	7/17/2009	[2452] HORIZON BUSINESS PRODUCTS	LABELS FOR WW RATE & CCR NOTICES	91.18
			6 COLUMN PAD FOR POSTAGE LOG	
0027414	7/17/2009	[4035] HSBC BUSINESS SOLUTIONS	COFFEE & HOT CUPS	26.74
0027415	7/17/2009	[4381] LIEBERT CASSEDY WHITMORE	LEGAL/DFEH COMPLAINT	2,798.43
			LEGAL	
0027416	7/17/2009	[4401] MARLIN LEASING	CONTRACT LEASE FOR XEROX COPIER 7242	360.89
0027417	7/17/2009	[2569] NORTH COAST LAB	LAB TESTING	170.00
0027418	7/17/2009	[4392] NORTH COAST UNIFORMS	SEW ON PATCH	2.00
0027419	7/17/2009	[4548] PAPE' MATERIAL HANDLING	SEAL KIT	89.09
0027420	7/17/2009	[1576] CARLA RALSTON	MILEAGE REIMBURSEMENT TO A & L FEED & PICK UP	82.95
0027421	7/17/2009	[4376] RAY ALLEN PROFESSIONAL K-9 EQUIPMENT	REPLACEMENT GOGGLES & SHIPPING	38.90
0027422	7/17/2009	[2742] SCOTIA TRUE VALUE HARDWARE	BOYSENBERRY ZOOM GROOM FOR K-9	32.91
0027423	7/17/2009	[2689] SECURITY LIFE COMPANY OF AMERICA	MONTHLY CHARGES FOR JUN 09	1,744.23
			EMPLOYEE DENTAL/VISION INSURANCE	

# CITY OF RIO DELLA CHECK REGISTER

## General Checking - US Bank of California

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check / Payment</u>
0027424	7/17/2009	[3923] SHAW COMPUTER SERVICES	1 CASE FAN 4PIN 80MM	10.77
0027425	7/17/2009	[2694] SHELL OIL CO.	GAS	2,432.31
0027426	7/17/2009	[2658] SIX RIVERS PROPERTY MANAGEMENT, INC.	RENTAL UNIT #14 FOR JULY 09	65.00
0027427	7/17/2009	[2682] SMALL CITIES ORGANIZED RISK EFFORT (SCORE)	CITY INSURANCE	67,588.00
0027428	7/17/2009	[4583] SOLAR PROJECTS UNLIMITED	FUSES	57.22
0027429	7/17/2009	[2709] STAPLES DEPT. 601110002031102	OFFICE SUPPLIES	119.67
0027430	7/17/2009	[2735] TIMES-STANDARD	AD FOR SAFE ROUTE TO SCHOOL	472.24
0027431	7/17/2009	[2750] USA BLUEBOOK	HONDA CALIF. COMP. GENERATOR	2,601.05
0027432	7/17/2009	[2779] WILDWOOD SAW	REPAIRS TO CUT OFF SAW	48.01
0027433	7/17/2009	[2784] WINZLER & KELLY CONSULTING ENGINEERS	SAFE ROUTES TO SCHOOL	14,209.50
			MOZETTI IRRIGATION SITE	
			MOZETTI/WASTEWATER IRRIGATION SITE	
			<b>Total Checks/Deposits</b>	<b>130,349.99</b>

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

TO: Mayor and Members of the City Council

FROM: Karen Dunham, City Clerk

THROUGH: Graham Hill, Interim City Manager

DATE: July 21, 2009

SUBJECT: Water Bill Adjustment Claim

**RECOMMENDATION**

The Council approve the water bill adjustment for Robin Ronay at 975 Webb Lane in the amount of \$237.93.

**BUDGETARY IMPACT**

\$237.93 less revenue from the Water Fund

**BACKGROUND AND DISCUSSION**

This is a water bill adjustment claim for over \$100.00 which requires Council approval under Resolution No. 770. The average bill for this customer has not yet been established since the residence is vacant. The excessive use was the result of a broken section of pipe. The customer was notified of the leak and arranged to have the leak fixed the following day. The request is a 50% adjustment of the difference between a minimum water bill and the bill of \$475.86, which amounts to \$237.93.

**ATTACHMENTS:**

Water Bill Adjustment Claim form  
Invoice for Repairs  
Utility Billing Summary Report

EXHIBIT "A" TO RESOLUTION NO. 770

CITY OF RIO DELL  
WATER BILL ADJUSTMENT CLAIM FORM

Instructions

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

NAME OF CLAIMANT: Robin Ronay

MAILING ADDRESS OF CLAIMANT: 728 2nd St Eureka

ADDRESS OF WATER SERVICE: 975 Webb

MONTH and REASON FOR EXCESSIVELY HIGH WATER BILL:

pipe burst on a weekend, house  
is vacant, we were notified on  
the following Monday & had fixed  
 Only claims involving water line leaks, breaks, vandalism,  
 excusable neglect or City negligence will be considered.

I HAVE MADE THE FOLLOWING REPAIRS TO MY WATER SYSTEM:

Replaced pipes & bibs that  
were broken

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

I, Robin Ronay (Print name), declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was signed on July 7, 2009, at Rio Dell, California.

Raven Dunham  
City of Rio Dell - Witness

[Signature]  
Signature of Claimant

**This Side to be Completed by City Staff Only**

Number of claims submitted by claimant during previous twenty four months at any location and number of claims submitted by any claimant involving the same metered location: 6

Dates and locations of such claims: N/A

Claimants are allowed only ONE adjustment in any 24 month period

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

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

Are copies of receipts attached? yes

What is the amount of the bill disputed? \$498.52 (158)units

What is the claimant's average historical water bill? House Vacant  
Min - \$22.66 No average established yet.

What is the difference? \$475.86 50% Credit amount is: \$237.93

Period used to calculate average water bill? —

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

**CITY MANAGER'S DISPOSITION:**

APPROVE CLAIM  Yes  No                      DENY CLAIM  Yes  No

Comments or Reason for Denial: \_\_\_\_\_

SUBMIT TO CITY COUNCIL  Yes  No

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

**CITY MANAGER'S RECOMMENDATION TO THE CITY COUNCIL:**

APPROVE CLAIM \_\_\_\_\_ DENY CLAIM \_\_\_\_\_

COUNCIL ACTION (APPROVE/DENY) \_\_\_\_\_ DATE: \_\_\_\_\_



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

**Name:** RD REALTY SERVICE  
**Address:** 728 SECOND ST  
EUREKA, CA 95501

Lookup: 4186

<u>Location</u>	<u>House Number</u>	<u>Direction</u>	<u>Street</u>	<u>Description</u>	<u>Serial Number</u>	<u>Digits</u>	<u>Multiplier</u>	<u>Route</u>	<u>Sequence</u>	<u>2/27/2009</u>	<u>2/26/2009</u>	<u>9/26/2008</u>	<u>8/28/2008</u>
975 WEBB LANE	975		WEBB LANE	975 WEBB LANE/7-150	03031685	8	1	07	0150				
<b>Billing</b>													
Beginning Balance	72.10	6/19/2009	94.76	5/27/2009	166.86	72.10	4/27/2009	72.10	4/15/2009	94.76	3/27/2009	0.00	18.88
LateChg	0.00		0.00		0.00	0.00		0.00		0.00		0.00	0.00
Sewer	0.00		49.44		49.44	49.44		49.44		49.44		98.88	0.00
Consumption	0		1		0	1		0		0		0	0
Water	498.52		22.66		45.32	45.32		22.66		45.32		45.32	0.00
Consumption	158		1		0	1		0		0		0	0
Water (2008 Summer Incentive)	0.00		0.00		0.00	0.00		0.00		0.00		0.00	0.00
Consumption	0		0		0	0		0		0		0	0
Payments	22.66		0.00		72.10	72.10		22.66		72.10		0.00	72.10
Activity Date	6/09/2009		5/06/2009		5/21/2009	5/06/2009		5/06/2009		5/06/2009		4/03/2009	4/03/2009
Ending Balance	570.62		72.10		94.76	166.86		72.10		94.76		144.20	18.88
<b>114 FIRST AVE</b>													
03031857	0		0		0	0		0		0		313	0
Reading Date												2/26/2009	0
Consumption	0		0		0	0		0		0		0	0
Days	0		0		0	0		0		0		30	0
<b>123 CEDAR ST</b>													
04033820	0		411		410	0		0		0		0	0
Reading Date			6/19/2009		5/27/2009							0	0
Consumption	0		1		0	0		0		0		0	0
Days	0		23		30	0		0		0		0	0
<b>156 MEADOWBRIDGE</b>													
03031571	0		0		0	0		0		0		0	0
Reading Date												0	0
Consumption	0		0		0	0		0		0		0	0
Days	0		0		0	0		0		0		0	0
<b>166 BERKELEY</b>													
04033559	0		0		0	0		462		461		461	0
Reading Date								4/15/2009		3/27/2009		2/26/2009	0
Consumption	0		0		0	0		1		0		0	0
Days	0		0		0	0		19		29		30	0
<b>975 WEBB LANE</b>													
03031685	324		166		166	166		0		166		0	0
Reading Date	6/26/2009		5/27/2009		4/27/2009	4/27/2009		3/27/2009		3/27/2009		0	0
Consumption	158		0		0	0		0		0		0	0
Days	30		30		31	31		29		29		0	0

**LAWN & GARDEN MAINTENANCE**

**Invoice**

Charlie's Way  
2280 Hillside Dr.  
Fortuna, CA 95540



Ph: 707-496-0631

Date: *June 28 / 09*  
Invoice #:  
PO#:  
Terms:  
Shipped:  
FOB:

Bill To

*Robin Ronay*      *LED*  
*28 2nd ST*  
*Emery CA 95501*      *Remry*

Ship To

*checks to*  
*Cedric Torres*

Item	Part #	Description	Unit	Quantity	Unit Price	Amount
		<i>PLUMBING</i>				
		<i>fixed broken pipe</i>				
		<i>975 Webb</i>				
		<i>6/27 / 09</i>				
					Total Amount	<i>\$200<sup>00</sup></i>
					Rate	
					Tax	
					Shipping	
					Total Invoice	
					Payment	
					Balance Due	<i>\$200<sup>00</sup></i>

Message

*a*  
*THANK you !!*



**MEMORANDUM**

**TO:** Rio Dell City Council  
**FROM:** Rebecca Crow, P.E.  
**DATE:** July 16, 2009  
**RE:** **Solids and Disinfection Management Project 10% Design Concept Report**  
**JOB #:** 01061-09-016-11011

Enclosed with this memo is a copy of the Rio Dell Solids and Disinfection Management Project 10% Design Concept Report. The intent of this report is to provide the City an early opportunity to give feedback on the direction of the project. Copies of the report have also been provided to City staff to solicit feedback on specific design options.

The contents of this report will be reviewed at the July 21, 2009 City Council meeting. Questions on the project can be answered at that time or if questions come up before or after then please feel free to contact me at (707)443-8326 or [rebeccacrow@w-and-k.com](mailto:rebeccacrow@w-and-k.com).

c: Chief Graham Hill, Acting City Manager  
Rick Chicora, Wastewater Operations Supervisor  
Randy Jensen, Interim Public Works Director

STAFF REPORT

July 17, 2009

**To:** Honorable Mayor and Members of the City Council

**From:** Graham Hill, Interim City Manager



**Subject:** Safe Routes to School

**Requested Action:** Authorize the Interim City Manager to;

1. Execute an agreement with Wendt Construction for the Safe Routes to School Project, and
2. Execute an agreement between the City of Rio Dell and the Rio Dell School District for the Safe Routes to School project.

**Summary:** During the last City Council meeting the City Council was asked to award the bid the Wendt Construction for the Safe Routes to School Project. The next step, which is before you tonight, is authorize the signing of an agreement between the City of Rio Dell and Wendt Construction for the project, and authorize the signing of an agreement between the City of Rio Dell and the Rio Dell School District for the project.

We are asking that the City Council authorized the Interim City Manager to execute these two agreements. The agreement between the City of Rio Dell and the Rio Dell School District has been drafted and approved by both the School District's Attorney and by David Martinek, the City of Rio Dell's Attorney. An agreement between the City of Rio Dell and Wendt Construction will be prepared by Winzler and Kelly and approved by the City's attorney prior to execution.

This project has been moving quickly due to Winzler and Kelly, as well as the City of Rio Dell's efforts, to maintain a construction schedule that will not interfere with the school district's operations. Construction is anticipated to begin within the next two weeks.