



RIO DELL CITY COUNCIL
VIRTUAL MEETING AGENDA
CLOSED SESSION – 5:00 P.M.
REGULAR MEETING - 6:30 P.M.
TUESDAY, AUGUST 17, 2021
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

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

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

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

Public Comment by Email:

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

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

Zoom Public Comment:

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll-free number 1-888-475-4499, enter meeting ID 987 154 0944 and press star (*) 9 on your phone – this will raise your hand. You will continue to hear the meeting on the call. When it is time for public comment on the item you wish to speak on, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. Please state your name and begin your comment. You will have 3 minutes to comment.

- A. CALL TO ORDER
- B. ROLL CALL
- C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION
 - 1) 2021/0817.01 - **Conference with Legal Counsel** –Litigation/Consideration of Initiation pursuant to Gov’t Code §54956.9(d)(4): One Matter
 - 2) 2021/0817.02 - **Public Employee Performance Evaluation – Chief of Police** - Pursuant to Gov’t Code § 54957
- D. PUBLIC COMMENT REGARDING CLOSED SESSION
- E. RECESS INTO CLOSED SESSION
- F. RECONVENE INTO OPEN SESSION – 6:30 P.M.
- G. ORAL ANNOUNCEMENTS REGARDING CLOSED SESSION
- H. PLEDGE OF ALLEGIANCE
- I. CEREMONIAL MATTERS
- J. PUBLIC PRESENTATIONS

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

- K. CONSENT CALENDAR

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

- 1) 2021/0817.03 - Approve Minutes of the July 20, 2021 Regular Meeting
(ACTION)

2) 2021/0817.04 - Approve Minutes of the July 27, 2021 Special Meeting (ACTION)	12
3) 2021/0817.05 - Approve Appointment of two (2) Public Members to the Beautification, Walkability, and Pride Committee (ACTION)	14
4) 2021/0817.06 – Accept Completed Contract for the Active Transportation Program Project – Safe Routes to School STPL-5396 (ACTION)	20
5) 2021/0817.07 - Approve Resolution No. 1500-2021 Related to Abandoned Vehicle Taxes and the June 7, 2022 Primary Election (ACTION)	22
6) 2021/0817.08 - Receive and File Check Register for July (ACTION)	26
7) 2021/0817.09 - Declare 2014 Ford SUV Police Inceptor as Surplus (ACTION)	30
L. ITEMS REMOVED FROM THE CONSENT CALENDAR	
M. REPORTS/STAFF COMMUNICATIONS	
1) 2021/0817.10 - City Manager/Staff Update (RECEIVE & FILE)	31
N. SPECIAL PRESENTATIONS/STUDY SESSIONS	
O. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS	
1) 2021/0817.11 – Discussion on Sidewalk Flag Holders (DISCUSSION/POSSIBLE ACTION)	38
2) 2021/0817.12 - Discussion on Police Department Staffing (DISCUSSION/POSSIBLE ACTION)	39
3) 2021/0817.13 - American Rescue Plan Act Funding Recommendations (DISCUSSION/POSSIBLE ACTION)	40
P. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS	

Q. COUNCIL REPORTS/COMMUNICATIONS

R. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, September 7, 2021 at 6:30 p.m.*

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
JULY 20, 2021**

The regular meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Pro Tem Johnson.

ROLL CALL: Present: Mayor Pro Tem Johnson, Councilmembers Carter, Wilson and Woodall

Absent: Mayor Garnes (excused)

Others Present: City Manager Knopp, Chief of Police Conner, Water Roadways Superintendent Jensen, Wastewater Superintendent Taylor, Fiscal Assistant II Hamaker, and City Clerk Dunham. Finance Director Dillingham and Community Development Director Caldwell attended remotely.

OPENING ANNOUNCEMENT

City Manager Knopp reviewed some modifications to the meeting format noting that there are requirements for those attending the meeting in person established by CalOSHA. At the door was a Self-Attestation Form that everyone was asked to fill out related to vaccination status. Anyone fully vaccinated was not required to wear a mask, those not fully vaccinated were asked to wear a mask at all time during the meeting. Masks were available at the entrance to the meeting. It was also highly suggested that participants use hand sanitizer which was also provided.

City Manager Knopp noted that adhering to these requirements will allow the City to conduct meetings in-person, keep everyone safe and keep the doors open to the public and the economy moving forward.

He pointed out the changes to the Council Chambers to allow for hybrid meetings so people can attend in-person as well as virtually via Zoom. He noted that this is an effort to expand safe access to these meetings for members of the public and that this is a new system which and will be improving over time. He said that the most important thing to remember is that during the meeting, only one person is allowed to speak at a time. Strict adherence to the meeting decorum and protocol is especially needed to help make sure the Council will be able to continue to provide this extended access to virtual participants. As such, he reminded councilmembers, public attendees and staff to wait to be called upon by the Mayor Pro Tem in order to speak. Likewise, any speaker who holds the floor should not be interrupted other than by the Mayor Pro Tem. This is not only good parliamentary procedure but it also helps ensure greater public participation in the process.

CEREMONIAL MATTERS

Certificate of Appreciation to Marlene Snell

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Mayor Pro Tem Johnson read the Certificate of Appreciation to Marlene Snell expressing the City Council's sincere thanks and appreciation for the many years she dedicated to the gardening at Triangle Park and duly recognizing her commitment to the community.

Mayor Pro Tem Woodall pointed out that Ms. Snell has been doing the gardening at Triangle Park for over 10 years and that she never realized what a job it was until Marlene decided that she couldn't do it anymore and she thought she may be able to take on that task. She had no idea how much time and energy it took to maintain the gardening. She said that she always brought her own water for the plants and also watered the plants by the library sign as well as weeding all the plants. She did a wonderful job and wanted to thank her for all the years of volunteering to keep the Triangle Park looking great.

Mayor Pro Tem Johnson commented that anyone that takes on a commitment for a decade to be on the sidelines making sure our City is beautiful is greatly appreciated.

PUBLIC PRESENTATIONS

Mayor Pro Tem Johnson called for public comment. No public comment was received.

CONSENT CALENDAR

Mayor Pro Tem Johnson asked if any councilmember, staff or member of the public, would like to remove any item from the Consent Calendar for separate discussion.

Councilmember Wilson removed consent calendar items 2 and 3 for separate discussion.

Motion was made by Woodall/Carter to approve the Consent Calendar including approval of minutes of the July 6, 2021 regular meeting, approval of amendment to the City of Rio Dell Employee Handbook to include Juneteenth (June 19th) as a City recognized paid holiday, approval of Resolution No. 1498-2021 for Designation of Voting Delegates for League of California Cities 2021 Annual Conference & Expo on September 22-24, 2021, authorizing the City Manager and Chief of Police to sign the Memorandum of Understanding (MOU) with City of Fortuna for dispatch services and adopting Resolution No. 1499-2021 amending the adopted FY 2021-22 Budget to increase appropriations for dispatch services, and to receive and file the check register for June 2021. Motion carried 4-0.

ITEMS REMOVED FROM CONSENT CALENDAR

Approve Resolution No. 1496-2021 Amending the City Master Salary Table and

Approve Resolution No. 1497-2021 Amending the Position Allocation Table and Approving Job Descriptions for the New Management Analyst I/II and Senior Positions

Councilmember Wilson referred to the Master Salary Table as presented and asked if the primary function of the new Management Analyst position was for economic development.

City Manager Knopp explained that the person in this position would be performing a variety of duties, not necessarily exclusive to economic development. He said that they could be assigned roles in the public works department or perhaps assigned to do City Council research work, noting that the job entails a broad array of responsibilities. Part of what those duties will be, is based on the qualifications of the applicant.

Councilmember Wilson said that regarding the Salary Table, the Koff & Associates Study only had one comparison with a 70% match for the Management Analyst position so they weren't fully able to give a recommendation. He then referred to the Classification and Compensation Study Memo from Koff & Associates and said that the Senior Analyst was matched correctly but they recommended the City place the Management Analyst I at the annual salary range of \$35,940 to \$43,680. The salary range for this position in the City's Master Salary Table was set at a range of \$52,051 to \$63,268. The Management Analyst II position was recommended by Koff & Associates to start at \$36,672 to \$48,216 with the City's Salary Table at \$57,454 to \$69,839 which represents a 45% increase. He questioned the disparity between the Koff & Associates recommended salary ranges and the City's recommended Master Salary Table.

Finance Director Dillingham said that she thought that the salary range for the Analyst I/II and Senior position matched with the Koff & Associates recommendation. She said that she was not at work when the memo was received but thought that the salary ranges were based on what Koff & Associates recommended.

Councilmember Wilson recommended the Council accept the Master Salary Table and Job Description with the adjustment of the salary ranges for the Analyst positions to match the Koff & Associates recommendations.

Motion was made by Wilson/Carter to approve consent calendar items 2 and 3 as amended.

Councilmember Woodall said that she was confused about the differences between the Resolution and the Koff & Associates recommendation.

City Manager Knopp explained that the memo from Koff & Associates came in just prior to publication of the Council agenda packet and said that the Salary Table as presented is correct. He said that staff would ask Koff & Associates to issue a corrected memo to match the City's salary ranges for the Management Analyst positions.

Councilmember Wilson pointed out that the Senior Analyst II position is the fourth highest paid position in the City which is a significant amount. He said if the Council wants to wait to act on the items until Koff & Associates clarifies the recommended salaries, he would support doing that.

Mayor Pro Tem Johnson suggested the items be tabled until the Council receives a corrected memo from Koff & Associates.

Councilmember Wilson modified his motion to table consent calendar items 2 and 3 until the Council receives a corrected memo from Koff & Associates. Councilmember Carter seconded the motion as amended. Motion carried 4-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff update and said that the paving project with S.T. Rhoades went very well. He said that there was some pretty significant work done on Eeloa Ave. as well as Ogle Ave. and some other streets throughout town including Dixie St. He said that one of the common questions from citizens was why the north end of Ogle Ave. was not paved. He explained that there are drainage improvements that need to be made in that area as well as the replacement of water lines. The Council had provided direction to staff to avoid paving sections of road where the road would need to be torn up for replacement of infrastructure. He noted that it is targeted for some drainage enhancements which are in the 5-year cue. He also noted that there is also a grant pending for water line replacement. He commented that there are some other significant roads that are deteriorated and in need additional work that are not on the list including Second Ave., Elm St. and a couple other streets that are also in need of underground work.

He then asked Wastewater Superintendent Taylor to provide a quick update on the Tesla Battery Backup Project.

Wastewater Superintendent Taylor provided a brief update and said that he contacted the Tesla Project Manager and he mentioned that he had contacted PG&E to come back for a site visit to check on the variance approval for installation of the battery pack in the current design location. Once that is done, staff will know more but at this point everyone involved is looking forward to continuing the project.

Councilmember Wilson questioned the funding source for the streets projects and asked if the \$500,000 allocated for the five years is coming out of the Measure J Sales Tax Initiative.

City Manager Knopp explained that the project is exclusively funded by the General Fund which is made up of multiple components of funding sources. Notably there would be Sales Tax revenue and everything from Transient Occupancy Tax (TOT) to Commercial Cannabis taxes which is the most recent significant funding source into the General Fund.

Councilmember Wilson suggested the City give credit to the Sales Tax Measure for paving the streets. He said that it is a good use of funds and the public would be more likely to support an extension of the sales tax measure if they see that the money was spent to repair our streets. He suggested signage around town or the inclusion of the information in a City Newsletter.

City Manager Knopp said that from staff's perspective, there are two critical developments that that have gotten the City where it is today. One of those is the passage of Measure U and the extension Measure J, and the other key component is the passage of Land Use components which allowed for commercial cannabis development as well as the passage of Measure X

which is the Cannabis Tax Measure. He noted this became the largest single source of revenue for General Fund this year.

Mayor Pro Tem Johnson suggested staff summarize the funding sources for the street projects, including pictures of the newly paved streets in the next City Newsletter to inform the community and thank them for supporting the tax measures that have enabled the City to do these projects.

Councilmember Woodall asked if Officer Fielder would be available to fill in while Sergeant Beauchaine is out with the shoulder injury.

Chief Conner said that Officer Fielder is retired and typically only works one day/week and that he also works part-time for Ferndale Police Department so that is not really an option.

Mayor Pro Tem Johnson called for public comment on the Staff Update. No public comments were received.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

Appeal of Water and Sewer Charges for 325 Berkeley St.

City Manager Knopp provided a staff report and said that there are ultimately three resolutions to this request which is an appeal of the water and sewer charges for 325 Berkeley St. The first option is to reject the appeal (not recommended), to approve the waiver of \$259.17 for the late charges and water charges and reject the remainder of the appeal (recommended), or to grant the appeal in full (not recommended). He noted that a fourth option would be to continue the item and request additional information.

Councilmember Carter said in reading through this, it seems that it is about how we define the word "customer." She said that it would appear that once someone purchases a property in Rio Dell, they are a customer and are charged a flat sewer rate. It seems that Mr. Heussler feels that because he did not have the water turned on, that he doesn't count as a customer. She felt that this is the underlining issue but understands that those are the rules under the Rio Dell Municipal Code and the Council would be setting a precedent by approving the waiver of fees. She noted that she lives in the area and drives by the house in question and it does look much better which is a benefit to the City. She said that if she were in the same situation she would also appeal the charges and that she was not aware that customers were charged whether or not the service was turned on. She suggested that in moving forward, that it is made clear to residents.

City Manager Knopp explained that there are two different functions here; one is water services and the other is wastewater services. Under the Rio Dell Municipal Code, wastewater is treated differently in that those with access to the service are subject to a minimum charge which has been the policy for quite some time. He noted that the City could probably do a better job advertising that and making sure that citizens understand but wanted to make it clear that what we are really talking about here are the sewer charges.

Councilmember Wilson stated that it is unclear and the sewer rate structure is complicated and part of the reason for the upcoming rate study is to make it simpler. Ignorance is no excuse for not complying with the law but it is one of those things where someone purchases a property and is attempting to improve it and is charged for services that are not being used. He said that he doesn't see where the City is out anything for not charging the fee.

Councilmember Woodall asked if during the eight months in which Mr. Heussler owned the property, if a bill was sent to him for the sewer charges.

Finance Director Dillingham explained that the utility bills were sent out but because staff did not have the name of the current owner in the system because he failed to come in and sign up for service, the bills were returned by the post office.

Mayor Pro Tem Johnson asked if the bills were sent to the residence.

Finance Director Dillingham said she believes the bills were sent to that address in the prior owner's name which is why the post office returned them. She said that staff had no way of knowing who had purchased the house until Mr. Heussler came in and signed up for water. She indicated that this isn't the first time this has happened when someone purchases a house and fails to sign up for services. When they show proof of ownership, they are charged for sewer back to the date of purchase even if they had not actually moved in. She explained that the way the base sewer rate was calculated was that it was based on the number of sewer connections in the City which determines the amount needed to operate the wastewater plant.

Mayor Pro Tem Johnson asked the City Clerk if Mr. Heussler applied for a building permit.

City Clerk Dunham said that Mr. Heussler did apply for a building permit so she and the Community Development Director were aware that Mr. Heussler purchased the property.

Councilmember Woodall asked when the water was turned on.

Finance Director Dillingham responded that the water was actually turned on in April and the charges being disputed are for the months of September until April when Mr. Heussler requested the water be turned on.

Councilmember Wilson stated that he would like to see the charges waived in full for \$618.41 since Mr. Heussler was not aware of the charges. Councilmember Carter concurred.

Councilmember Woodall supported approving the waiver of \$259.17 for the late charges and water charges and to reject the remainder of the appeal. She said that she didn't have a problem waiving the water and late fees but pointed out that the base sewer is charged anytime the service is available to the customer.

Ryan Heussler addressed the Council and clarified that ten City staff members know him and were aware that he had purchased the house at 325 Berkeley St. He said he would gladly pay the sewer bills because the City's code is very clear.

He said that he came to the meeting tonight to disagree with development policies in the City. He stated that the City is talking about economic development in the City but at the same time claimed that the City was shoving developers out of town as fast as they are coming in. He said that he has lived in Rio Dell for 40 years and the last 20 years as a contractor. He said that everybody he talks to says to not build in Rio Dell and he is beginning to see why. He said that it's not about the \$400 for the sewer but about how the City nickels and dimes contractors. He commented that he sold a lot on Grayland Heights three years ago and the owner is finally just now building because of all the red tape the City has put him through. If the red tape doesn't stop or at least slow down, the City will not grow and will remain as it has been for the last 100 years and will never get better. Now the City wants to spend \$69,000 for someone to work on economic development. Developers have been pushed to the point where they are going to Fortuna where there is a 40% bigger profit margin on construction projects.

He said that he took on this project which in his opinion was the worst house in town. He noted that he hauled 55,000 pounds of garbage off the property alone and probably 100,000 pounds of green waste. He said that he didn't do it because he wanted free sewer although it was a shock to him when he had the water turned on to see that he had a \$600 bill due. He reiterated that he is not disagreeing with the sewer charges because it is very clear in the ordinance but he would like the Council to take a look at what is going on because there is a reason contractors are not building here. He expressed frustration that the City required him to install ADA sidewalks as part of his project and said that they are the first ADA sidewalks in town which he said is ridiculous. He said that it is these types of policies that are driving contractors away and that the City needs to change its ways. He offered to pay the \$400 sewer bill with no hard feelings.

Mayor Pro Tem Johnson called for public comment on the item in which no further public comment was received.

Motion was made by Wilson/Carter to grant the appeal of water and sewer charges for 325 Berkeley St. in full (\$618.41). Motion carried 3-1 with Councilmember Woodall dissenting.

Approve Appointment of two Councilmembers to the Beautification, Walkability and Pride Committee

City Manager Knopp provided a staff report and said that at the meeting of June 15, 2021, the Council adopted Ordinance No. 389-2021 amending Chapter 2.55 of the Rio Dell Municipal Code to create the Beautification, Walkability and Pride Committee. The Committee is made up of two members of the City Council and three members of the public. The purpose of the committee is to provide an annual report to the City Council with specific recommendations for projects that enhance the visual aesthetic and wayfaring quality of Rio Dell public spaces or viewsheds in order to produce a greater sense of community pride.

He said that a Notice of Vacancy was posted on June 17, 2021 with the final date for submission of applications July 16, 2021. At the time of publication of the agenda, no applications were received from members of the public. Staff extended the date for submittal

and recommended the Council appoint the two Councilmembers in anticipation of appointment of the three public members at the August 3, 2021 meeting.

Mayor Pro Tem Johnson asked the City Clerk if anyone from the public had expressed interest in serving.

City Clerk Dunham said that one citizen had expressed interest and she expected to receive an application by the end of the week.

Mayor Pro Tem Johnson indicated that Mayor Garnes and Councilmember Carter expressed a huge desire in serving on the committee.

Consensus of the Council was that they be appointed to fill the two Council positions.

Authorization for the City Manager to Sign an Agreement with Larry Walker and Associates for \$38,571 in Consultation Services Related to Wastewater Treatment Plant Permitting

City Manager Knopp provided a staff report and said that every five years, the City is required to seek and receive a National Pollutant Discharge Elimination System (NPDES) permit by the Regional Water Quality Control Board for the operation of the wastewater treatment plant. The current permit was issued in 2017 and expires in April of 2022.

He noted that these permits can vary from state to state and our former Wastewater Superintendent likes to remind us that in Kansas, their NPDES permit is about 8 pages long whereas the City's is around 200 pages.

He explained that renewing the permit is a very lengthy process and every year that regulation has become more stringent through the Basin Plan and through the State Water Resources Control Board. Cumulating over the past 10 or 15 years, the City became unable to meet the NPDES requirements with the old wastewater treatment plant. The State issued a curtailment on new sewer connections which led the City to construct the current wastewater treatment plant. In terms of the Eel River Watershed, it is probably the newest and the most expensive facility within the watershed. However, the current plant does meet the regulatory requirements that protect the quality of the water in the Eel River. With the old plant in operation, the City would have had significant violations and penalties. He said that this permit is extremely important in terms of how the City reacts to what the State Water Quality Control Board wants the City to do.

He said that last year the City received probably the most strict and stringent NPDES permit that the City has ever received and upon the recommendations of our neighbors, the City retained Downey Brand as an attorney to assist City staff with the process five years ago. Today the attorney is recommending that the City retain Larry Walker and Associates to assist the City in the process for the current 5-year NPDES cycle. He commented that this is money well-spent and ultimately the City does not want to be meeting requirements that are in excess of the law. There is the regulatory requirements and the law and we want to make sure that the City is pushing back appropriately upon unnecessary regulatory requirements.

He commented that the City is very fortunate to have excellent staff with Derek Taylor as the City's Wastewater Superintendent.

He said that staff's recommendation is to hire Larry Walker and Associates to provide those consultation services to make sure the NPDES permit protects the environment and also protects the ratepayers and the City from paying more than is necessary to protect the water quality in the river.

Wastewater Superintendent Taylor noted that City Manager Knopp did a great job explaining the current situation with regard to the NPDES permit renewal. He said that it is a pretty complicated drawn out process that starts now and will finish after hearings and a little bit more research into what the last 5 years looked like and what the next five years looks like in the view of the State. He added that the City has limited resources in terms of personnel and at this time recommends the Council approves hiring the consultant to usher the City through the process.

Councilmember Wilson agreed with staff to hire an outside consultant recognizing that it is a complicated process.

Mayor Pro Tem Johnson said that he read through the City's NPDES permit and it is very difficult to understand even for engineers. The City certainly needs help in getting a fair shake and pushing back where necessary. He agreed with staff's recommendation.

Councilmember Woodall pointed out that \$38,571 to hire a consultant seems like a lot of money but when you consider that the process is only done every five years, it seems reasonable. She supported staff's recommendation.

Councilmember Carter commented that the City has a very technologically advanced eco-friendly plant and it's nice to have trusted City staff to operate it and that she too was on board with staff's recommendation.

Mayor Pro Tem Johnson called for public comment on the item in which no public comment was received,

Motion was made by Wilson/Carter authorizing the City Manager to sign an agreement with Larry Walker and Associates up to \$38,571 for assistance during the NPDES permit reissuance further authorizing the City Attorney to amend the standard agreement as to form. Motion carried 4-0.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Wilson reported on the last Humboldt Waste Management Authority (HWMA) meeting and said that as he reported at the last Council meeting, the HWMA board was making progress with regard to opening a CRV facility in Arcata. The latest development is that the State is looking at possibly modifying current regulations so Hambro out of Crescent

City doesn't want to invest \$300,000 or so to find out that they were not going to benefit from the legislation the state is considering. As of now, the only option is to take CRV to Crescent City. He said the general consensus of the board is to support Hambro and try to work something out. The state should have a decision on the legislation in September. He also noted that HWMA lost their contract to haul glass which is a big deal because nobody wants it. He said that perhaps the solution is for everyone to stop buying recyclable products and go to reusable water bottles.

Councilmember Carter reported that she also attended the HWMA meeting and other than that, had nothing to report.

Councilmember Woodall reported that she attended her first in-person HTA meeting since the pandemic with some members attending via Zoom. She said that they adopted the FY 2021-22 budget and also reported that the ridership is down due to COVID so staff is working on coming up with incentives to encourage people to start riding the buses again.

She said that she also attended the Fire District Board of Directors meeting and that they said that they worked well with the Police Department over the 4th of July and had gotten together beforehand and were appreciative of that. She reported on the calls for the month of June for a total of 75 calls as follows:

• Medical Aid	-	49
• Public Assist	-	3
• Fires	-	1
• False Alarms	-	9
• Fire Debris	-	1
• Hazard Conditions	-	1
• Fire Vehicles	-	4
• Traffic Collisions	-	4
• Misc	-	3

She noted that the Fire Department is getting ready for Wildwood Days and announced there would be a Nuisance Advisory Committee meeting tomorrow at 3:00 p.m. in the City Council Chambers for anyone interested in attending.

Mayor Pro Tem Johnson reported that the HCAOG meeting scheduled for Thursday was cancelled, and said that tomorrow morning there will be a LAFco meeting, at such time will be consideration of Rio Dell's request for annexation of the City's wastewater disposal field.

He then explained that when Rio Dell was becoming more of an upscale community and had paved roads and sidewalks on both sides of Wildwood, Mercer Fraser came in (in 1940) and placed flag holders in front of virtually every business up and down Wildwood Ave. He said that some of those flag holders have since been removed due to change of ownership of properties, removed with new driveways, or removed with crack repairs to the sidewalk. If you walk through the southern half of the community you will literally find dozens of flag holders in the sidewalk. He recommended cleaning those out and getting them back into service. He

said that he talked to Nick Angeloff and the Chamber of Commerce and they think it is a good idea. He volunteered to go out and auger out the holes so that on the next holiday, they can be utilized for the display of flags. He requested the item be placed on a future meeting agenda for further discussion.

He said that also at a future meeting, he would like to discuss police department staffing. He said as the Council may remember from some of the previous budget meetings, he was an advocate for having one more police officer. He pointed out that officers get hurt in the line of duty or at home, have needs for vacation time, have needs for training and needs for huge amounts of court time. In light of recent events, he would like to bring the matter back to the Council and have a robust discussion on the idea.

Consensus of the Council was to place the proposed items on a future agenda for discussion.

ADJOURNMENT

Motion was made by Carter/Wilson to adjourn the meeting at 7:35 p.m. to the August 3, 2021 regular meeting. Motion carried 4-0.

Attest:

Gordon Johnson, Mayor Pro Tem

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
SPECIAL MEETING MINUTES
JULY 27, 2021**

Mayor Garnes called the Special Meeting of the Rio Dell City Council to order at 4:00 p.m.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Johnson, Councilmembers Carter, and Woodall

Absent: Councilmember Wilson (excused)

Others Present: City Manager Knopp, Finance Director Dillingham, Chief of Police Conner and City Clerk Dunham

Absent: Water/Roadways Superintendent Jensen and Wastewater Superintendent Taylor

PUBLIC PRESENTATIONS

Mayor Garnes called for public comment on matters not on the agenda. No public comment was received.

SPECIAL MEETING MATTERS

Approve Resolution No. 1496-2021 Amending the City Master Salary Table

City Manager Knopp provided a staff report and said that this item was continued from the July 20, 2021 regular meeting. The resolution updates the City Salary Table to include compensation for the new Management Analyst I/II/Senior positions and makes a minor correction to the Public Works Leadman salary representing a 5% increase. He referred to the Classification and Compensation Study memo from Koff and Associates as corrected to include the recommended salary ranges for the respective positions and as shown in the proposed City Master Salary Table.

Mayor Garnes called for public comment on the proposed resolution. No public comment was received.

Motion was made by Johnson/Woodall to approve Resolution No. 1496-2021 Amending the City Master Salary Table. Motion carried 4-0.

Approve Resolution No. 1497-2021 Amending the Position Allocation Table and Approve the Job Descriptions for the New Management Analyst I/II and Senior Positions

City Manager Knopp provided a staff report and explained that this item was also continued from the July 20, 2021 regular meeting. He said that the Position Allocation Table needs to be updated to remove a currently filled Police Officer position and add a

JULY 27, 2021 MINUTES
Page 2

Police Corporal and to change the title of the new Administrative Analyst position to Management Analyst. This action will allow Officer Crystal Landry to be promoted to Police Corporal.

Mayor Pro Tem Johnson commented that this is the right and proper thing to do to reward Officer Landry for her great work.

Councilmember Woodall suggested in the future that councilmembers go to staff with questions or concerns about specific agenda items prior to the meeting to avoid continuing the item(s) and having to schedule special meetings.

City Manager Knopp announced the cancellation of the August 3, 2021 regular meeting and said that the next meeting would be held on August 17, 2021.

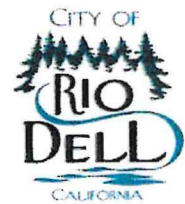
ADJOURNMENT

Motion was made by Johnson/Carter to adjourn the meeting at 4:08 p.m. to the August 17, 2021 regular meeting.

Debra Garnes, Mayor

Karen Dunham, City Clerk

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

FROM : Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: August 17, 2021

SUBJECT: Appointment of Public Members to the Beautification,
Walkability and Pride Committee

RECOMMENDATION

Approve appointment of two members of the Public to the Beautification, Walkability and Pride Committee.

BACKGROUND AND DISCUSSION

At the regular meeting of June 15, 2021, the Council adopted Ordinance No. 389-2021 amending Chapter 2.55 of the Rio Dell Municipal Code to create the Beautification, Walkability and Pride Committee.

The Committee is made up of two (2) members of the City Council, and three (3) members of the public.

At the meeting of July 20, 2021, Mayor Garnes and Councilmember Carter were appointed to fill the two (2) Council positions.

A Notice of Vacancy was posted on June 17, 2021 soliciting applications for the three (3) public members with the final date for submission of applications July 16, 2021. At the time of publication of the July 20, 2021 agenda, no applications were received. As such, the date for submittal was extended to July 30, 2021 for potential appointment by the Council at the August 3, 2021 regular meeting.

The following two (2) applications were received from members of the public expressing interest in serving:

- Ania Laniewski
- Elizabeth Warren

Staff's recommendation is to appoint the two (2) members of the public and continue advertising the vacancy for appointment of the third public member.

ATTACHMENTS:

(2) Applications:



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

APPLICATION FOR COMMISSION/BOARD

NAME Anna (Ania) Laniewski DATE July 23, 2021
ADDRESS 775 Pacific Avenue HOME PHONE 941-726-6176
Rio Dell, CA 95562 BUSINESS PHONE _____

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD/COMMISSION:

Beautification, Walkability and Pride Committee

OCCUPATION Self Employed (Administrator, Consultant, Business Developer)

HOW LONG HAVE YOU LIVED IN RIO DELL? 4 1/2 months

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES I almost exclusively
shop local and organic, non GMO. I support farmers' markets and local

artists and makers. Am new to town, so have this is my first opportunity to get
involved. I walk my dog all over town, several times per day.

ADDITIONAL PERTINENT INFORMATION/REFERENCES Several references
from long term freinds, clients and professional contacts are available upon request.

EDUCATION AAS Accounting - Monroe Community College

BAS Business Administration - University of New Orleans

Please answer the following two questions:

1) Why are you interested in serving on this board/commission?

Being a great neighbor, and community member. is important to me. I welcome the opportunity to contribute, and get involved in the efforts the City of Rio Dell is allready making, to make this town clean, beautiful and accessible. I feel fortunate and proud to be a new, permanent resident, of this lovely town.

2) What special talents/experience/education do you possess that will be useful in this position?

My skill set includes: Administration, project management, human resource management, property development and management, business development and management and accounting. All the skills have been fine-tuned over years, and across several industries, including hospitality, commercial and residential property development and management, including new construction and rehab.

Note: A Resume may be attached

Return form to the City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562

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



APPLICATION FOR COMMISSION/BOARD

NAME Elizabeth Warren DATE 7-28-21
ADDRESS 324 Cherry Ln. HOME PHONE 502-4701
BUSINESS PHONE _____

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD/COMMISSION:

Beautification, Walkability & Pride Committee

OCCUPATION F.E.S.D. Expanded Learning Coordinator

HOW LONG HAVE YOU LIVED IN RIO DELL? 18 yrs.

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES
COVID-19 Volunteer Corp

ADDITIONAL PERTINENT INFORMATION/REFERENCES
Mayor Debra Carnes, Spouse.

EDUCATION 1983 College Graduate

Please answer the following two questions:

1) Why are you interested in serving on this board/commission?

Rio Dell is a rising star in Humboldt County and I want to help make my City shine.

2) What special talents/experience/education do you possess that will be useful in this position?

Note: A Resume may be attached

Return form to the City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562



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

DATE: August 18, 2020

TO: Mayor and Members of the City Council

FROM: Cheryl Dillingham, Finance Director *CD*

THROUGH: Kyle Knopp, City Manager

SUBJECT: Accept Completed Contract for the Active Transportation Program Project - Safe Routes to School, ATPL-5396

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Accept the completed contract, including all change orders approved by the City Manager, between Mercer-Fraser Company and the City of Rio Dell for construction of Safe Routes to School Project, ATPL-5396, authorize the City Manager to execute the Owner's Acceptance of Work and approve the final claim for payment in the amount of \$64,182.70, which will bring the total amount paid to 100% of the contract.

BACKGROUND AND DISCUSSION

The City of Rio Dell received an Active Transportation Program (ATP), Safe Routes to Schools grant to install curb ramps, buffered bike lanes, striping, sidewalk and crosswalk improvements along Eeloa Avenue, Wildwood Avenue, Belleview Avenue, and Davis Street. On October 8 and October 15, 2019, the City of Rio Dell issued and publicized a notice inviting bids for the Safe Routes to School Project. On November 4, 2019, the City received three bids for the project. The project agreement was awarded to Mercer-Fraser Company the lowest responsible bidder, on December 3, 2019. The award amount was \$962,319.59, and contract change orders executed during the project increased the authorized contract amount to \$1,266,553.89.

All construction work on the Safe Routes to School project has been completed and the City Engineer recommends that the work be accepted. Staff is requesting that the City Council accept the completed contract including all change orders approved by the City Manager for the project and approve the final claim for payment.

ATTACHMENTS

Statement of Final Completion and Owner's Acceptance of the Work

STATEMENT OF FINAL COMPLETION
AND
OWNER'S ACCEPTANCE OF THE WORK

PROJECT: 2019 Rio Dell Safe Routes ENGINEER / Nathan Sanger
to School Project ARCHITECT: _____


OWNER: City of Rio Dell CONTRACTOR: Mercer Fraiser

I, the undersigned Engineer / Architect of the above designated project, do hereby state that:

1. The construction provided for pursuant to CONTRACT DOCUMENTS including all approved amendments and Change Orders, hereafter called the WORK between the OWNER and CONTRACTOR has been completed and to the best of my knowledge and belief, is in substantial compliance with the provisions of the CONTRACT DOCUMENTS.
2. The final payment authorized hereto and made a part hereof is a complete and accurate summary of the WORK performed in accordance with the CONTRACT DOCUMENTS.
3. The total cost of the WORK as completed is
\$1,266,553.89

I recommend, under the provisions of the CONTRACT DOCUMENTS, that the WORK be accepted and that the final payment be made.

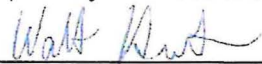
Engineer / Architect

By  Date 8-2-2021

The CONTRACTOR shall guarantee materials and equipment furnished and construction performed by providing a PERFORMANCE BOND which shall remain in full force and effect for a period of one year from date of acceptance by OWNER.
(Note if Statement of Substantial Completion was issued then effective date of Bond is as approved by the OWNER on Statement of Substantial Completion)

Accepted By CONTRACTOR

Accepted BY OWNER

By 

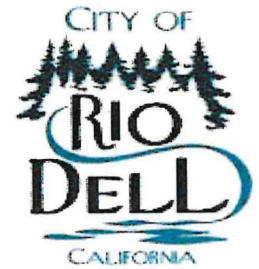
By _____

Title Project Manager

Title _____

Date 8-10-2021

Date _____



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

August 17, 2021

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Adoption of Resolution 1500-2021 Related to Abandoned Vehicle Taxes and the June 7, 2022 Primary Election

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution 1500-2021

BACKGROUND AND DISCUSSION

The Abandoned Vehicle Abatement Program is a State of California program whereby counties and incorporated cities can receive funding to help defray the costs of removing abandoned vehicles within their jurisdiction.

In 1992, Humboldt County imposed a fee of \$1.00 per vehicle registration for the abatement of abandoned vehicles in accordance with Section 22710 of the California Vehicle Code. The fee has been extended twice, each for a ten (10) year term. The fee is collected annually by the Department of Motor Vehicle when vehicles are registered.

On February 7, 2012, the City Council adopted Resolution 1143-2012 requesting the Board of Supervisors to extend the collection of the vehicle registration fee to support the Humboldt County Abandoned Vehicle Program for an additional ten (10) years with a new sunset date for the collection of the fee to April 30, 2022. However, the passage of Proposition 26 in 2010 altered the definitions of "fee" and "tax" under the California Constitution and legal counsel has advised that the abandoned vehicle abatement fee is now considered a tax and may only be extended by voter approval.

The Humboldt County Board of Supervisors has, by letter, requested that a majority of the cities containing a majority of the incorporated population adopt resolutions calling for a measure for the June 7, 2022 primary ballot on the question of continuing the countywide Abandoned Vehicle Abatement Fee (Tax).

Staff recommends the City Council request the County Board of Supervisors add a ballot measure on the June 7, 2022 primary election on the question of imposing a countywide Abandoned Vehicle Abatement Tax with the suggested ballot measure phrasing as follows:

“Shall the Humboldt County Abandoned Vehicle Abatement Program be renewed for a 10-year term pursuant to the California Vehicle Code? Y/N” through the adoption of Resolution 1500-2021.

///



RESOLUTION NO. 1500-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF RIO DELL REQUESTING THAT THE HUMBOLDT
COUNTY BOARD OF SUPERVISORS CALL FOR AN ELECTION
ON THE QUESTION OF RENEWING THE COUNTYWIDE
ABANDONED VEHICLE ABATEMENT FEE TO BE SCHEDULED
IN CONJUNCTION WITH THE JUNE 7, 2022 PRIMARY ELECTION**

WHEREAS, the Abandoned Vehicle Abatement Program is a State of California program whereby counties and incorporated cities can receive funding to help defray the costs of removing abandoned vehicles within their jurisdiction; and

WHEREAS, in 1992, Humboldt County imposed a fee of \$1.00 per vehicle registration for the abatement of abandoned vehicles in accordance with Section 22710 of the California Vehicle Code; and

WHEREAS, the fee of \$1.00 per vehicle registration for the abatement of abandoned vehicles has been extended twice, each for a ten (10) year term; and

WHEREAS, on October 3, 2011, the City Council adopted Resolution 2011-35 requesting the Board of Supervisors to extend the collection of the vehicle registration fee to support the Humboldt County Abandoned Vehicle Program for an additional ten (10) years with a new sunset date for the collection of the fee to April 30, 2032; and

WHEREAS, the passage of Proposition 26 in 2010 altered the definitions of “fee” and “tax” under the California Constitution, and legal counsel has advised that the abandoned vehicle abatement fee is now considered a tax; and

WHEREAS, under Proposition 26, the abandoned vehicle abatement fee may only be extended by voter approval; and

WHEREAS, the Humboldt County Board of Supervisors has, by email, requested that a majority of the cities containing a majority of the incorporated population to adopt resolutions calling for a measure for the June 7, 2022 primary ballot on the question of continuing the countywide Abandoned Vehicle Abatement Fee (Tax); and

WHEREAS, based upon this successful performance, it is appropriate to request the voters to approve a tax to continue the countywide Abandon Vehicle Abatement Program for a ten

(10) year term, with a sunset date of April 30, 2032, and thereby provide funds to continue the abatement of abandon vehicles pursuant to the California Vehicle Code.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Rio Dell the following:

1. The City of Rio Dell desires that a countywide tax be imposed to continue the Humboldt County countywide Abandoned Vehicle Abatement Program in accordance with the California Vehicle Code for a ten (10) year term, with a sunset date of April 30, 2032.
2. The City of Rio Dell requests the County Board of Supervisors to add a ballot measure on the June 7, 2022 primary election on the question of imposing countywide Abandoned Vehicle Abatement Tax with the suggested ballot measure phrasing as follows: "Shall the Humboldt County Abandoned Vehicle Abatement Program be renewed for a 10- year term pursuant to the California Vehicle Code? Y/N"
3. The City Clerk is directed to transmit a certified copy of this Resolution to the Clerk of the Board.

PASSED AND ADOPTED by the City of Rio Dell on this 22nd day of June 2021.

Ayes:
Noes:
Abstain:
Absent:

Debra Garnes, Mayor

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1500-2021 adopted by the City Council of the City of Rio Dell on August 17, 2021.

ATTEST:

Karen Dunham, City Clerk

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

Ref#	Date	Vendor	Description	Amount
10190	7/07/2021	[0576] 101 AUTO PARTS	12QT of 10W30 oil	65.12
10191	7/07/2021	[4109] ACCESS HUMBOLDT	SL FRANCHISE OVERSIGHT ON BEHALF OF LFA'S PER	270.00
10192	7/07/2021	[6707] ASBURY, ANASTASIA	CUSTOMER DEPOSIT REFUND	149.00
10193	7/07/2021	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR JULY 2021, LAB TESTING -COLIFORM QUANTI-TRAY; BOD; TSS/M	7,616.66
10194	7/07/2021	[2283] COASTAL BUSINESS SYSTEMS	DOCSTAR ANNUAL SOFTCARE LICENSE AGREEMENT 8/1	448.00
10195	7/07/2021	[4491] CODE PUBLISHING, INC	RIO DELL MUNICIPAL CODE SUPPLEMENT UPDATE; PR	3,834.35
10196	7/07/2021	[6461] COMCATE	CODE ENFORCEMENT MANAGER RENEWAL AGREEMENT	3,058.11
10197	7/07/2021	[2407] FORBUSCO LUMBER	LUMBER	72.40
10198	7/07/2021	[2405] FORTUNA ACE HARDWARE	Ratchet Wrench set; Pliers; Screwdriver set; Trash Bags	145.39
10199	7/07/2021	[6486] GREEN TO GOLD ENTERPRISES LLC	Blade Saw Framing, Paint and Paint Brushes	86.22
10200	7/07/2021	[2475] HUMBOLDT TOWING, INC.	EVIDENCE STORAGE	1,810.00
10201	7/07/2021	[2465] HUMBOLDT TRANSIT AUTHORITY	TDA MEMBER ASSESSMENT RTS-FY 2021-2022	46,221.75
10202	7/07/2021	[6930] KOFF & ASSOCIATES	Create Project Manager Position	160.00
10203	7/07/2021	[6510] ANDRES T LOPEZ	Reimbursement: Sport & Cycle	300.00
10204	7/07/2021	[2551] MIRANDA'S ANIMAL RESCUE	Animal Control for June 2021	1,900.00
10205	7/07/2021	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDRY UTILITY WORKERS SHIRTS;	37.98
10206	7/07/2021	[5934] NORTH COAST JOURNAL	Employment Advertisement for CSO position	156.00
10207	7/07/2021	[2569] NORTH COAST LABORATORIES, INC.	Coliform Bacteria 3x5	215.00
10208	7/07/2021	[6100] NORTHERN CALIFORNIA GLOVE	Nitrile Gloves	186.83
10209	7/07/2021	[4393] NYLEX.net. Inc.	Installation of cables for NVR, MONTHLY MAINTENANCE FOR JULY 15 THROUGH AUGUS, Install of second monitor for Fiscal Assistan, Configure laptop for Council Chamber meetings	2,080.49
10210	7/07/2021	[6806] PINTERMEDIA LLC	MONTHLY WEB HOSTING FEE FOR JULY	30.00
10211	7/07/2021	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR JUNE 2021	150.29
10212	7/07/2021	[2657] RIO DELL EMPLOYEES ASSOC	EMPLOYEE DUES FOR QUARTER ENDING 6/30/21	117.00
10213	7/07/2021	[5772] SACRAMENTO VALLEY ASSOCIATION OF	Membership Dues 2021-22	65.00
10214	7/07/2021	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR JULY 2021; Box Retrieval;	212.83
10215	7/07/2021	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR JUNE 2021, LEGAL SERVICES FOR JUNE 2021	1,365.00
10216	7/07/2021	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR JULY 2021	466.07
10217	7/14/2021	[0576] 101 AUTO PARTS	Three cans of White Spray Paint for Dump Truc	24.44
10218	7/14/2021	[6841] BADGER METER INC.	Meters and needed hardware	6,510.47
10219	7/14/2021	[6466] BCR ENVIRONMENTAL CORP	Rotary Joint Rebuild	7,852.82
10220	7/14/2021	[5114] BEST BEST & KRIEGER LLP	LEGAL SERVICES THROUGH JUNE 30, 2021	2,084.00
10221	7/14/2021	[4603] CALIF. BUILDING STANDARDS COMMISSION	PERMIT ASSESSMENT FEES FOR APRIL THROUGH JUNE	106.20
10222	7/14/2021	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 07/02/2021	150.00
10223	7/14/2021	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	BLOOD ALCOHOL ANALYSIS FOR JUNE 2021	35.00
10224	7/14/2021	[2342] DEPT OF CONSERVATION DIVISION OF ADMIN.	STRONG MOTION INSTRUMENTATION & SEISMIC HAZAR	620.04
10225	7/14/2021	[5568] DIVISION OF THE STATE ARCHITECT	DISABILITY ACCESS & EDUCATION FEES FOR APRIL	51.20

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

Ref#	Date	Vendor	Description	Amount
10226	7/14/2021	[5352] JOANNE E FARLEY	Mileage - 56 miles	31.36
10227	7/14/2021	[5052] GHD, INC	SRTS Safety Improvement & Community Outreach,Engineer Services	3,857.25
10228	7/14/2021	[6486] GREEN TO GOLD ENTERPRISES LLC	Non-Kink Hose Bibb Male 3/4"	17.12
10229	7/14/2021	[5957] HAZARDOUS MATERIALS RESPONSE AUTHORITY	Member Agency Annual Contributions FY 2021-22	1,322.83
10230	7/14/2021	[6560] EDWARD D LEE	Reimbursement - Amazon for Boot Allowance	119.57
10231	7/14/2021	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS;	37.98
10232	7/14/2021	[3343] PITNEY BOWES RESERVE ACCOUNT	Postage Purchase for Reserve	400.00
10233	7/14/2021	[2659] RIO DELL PETTY CASH	PETTY CASH FOR JUNE 2021: FedEx Shipping; Mai	19.26
10234	7/14/2021	[2668] RWS SERVICES	Light Bar, Strap Kit, Speaker, Brackets, Cons	8,267.87
10235	7/14/2021	[6825] SUDDENLINK	INTERNET SERVICES 07/01/21-07/31/21	900.00
10236	7/14/2021	[2750] USA BLUEBOOK	Solinst Mini Level Meter; Sodium Sulfite ACS	453.62
10237	7/14/2021	[2772] WENDT CONSTRUCTION, INC	Roadside Mower - WWTP, Roadside Mower - Side St, Roadside Mower - Pacific Ave, Roadside Mower - Northwestern , Roadside Mower - Blue Slide RD, Roadside Mower - Edwards St	4,275.00
10238	7/21/2021	[6038] ACCURATE TERMITE & PEST SOLUTIONS	RODENT & INSECT CONTROL @ 475 HILLTOP DR, BI-MONTHLY PEST CONTROL @ 675 WILDWOOD AVE	275.00
10239	7/21/2021	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR JUNE	615.68
10240	7/21/2021	[2405] FORTUNA ACE HARDWARE	Three Reachers (32inches); Gopher and Moles T	564.06
10241	7/21/2021	[6486] GREEN TO GOLD ENTERPRISES LLC	Foil Tape; Hydrofarm Ducting w/ Clamps; Box F, 3.8 L Gas Can; 5MSP Submersible Pump, 1/2" PVC Pipe	343.55
10242	7/21/2021	[2447] HILFIKER PIPE CO.	12 Traffic Valve Boxes; 12 Cast Iron Lids; Th	2,108.01
10243	7/21/2021	[6514] INTERWEST CONSULTING GROUP	PROFESSIONAL SERVICES FOR JUNE 1 THROUGH JUNE	552.07
10244	7/21/2021	[2501] KEENAN SUPPLY	PVC Tees, Elbows, Adapters (Male & Female), a Brass Tee and Nipple (Lead Free)	3,893.65
10245	7/21/2021	[6701] LEGRAIN, WILLIAM	CUSTOMER DEPOSIT REFUND	76.36
10246	7/21/2021	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS;	37.98
10247	7/21/2021	[6943] PACE SUPPLY CORP	Brass Nipples and Cross Brass, Curb Stop and Brass Coupling	1,654.46
10248	7/21/2021	[2319] SUDDENLINK COMMUNICATIONS	PUBLIC WORKS INTERNET & CITY HALL/PD/ PW PHON	492.52
10249	7/21/2021	[7207] THE FERNDALE ENTERPRISE	Employment Advertisement for CSO position	39.00
10250	7/21/2021	[2754] US CELLULAR	MONTHLY SERVICE FOR SAFETY PHONE 7/8/21-8/8/2	61.05
10251	7/28/2021	[4109] ACCESS HUMBOLDT	SL FRANCHISE OVERSIGHT ON BEHALF OF LFA'S PER	270.00
10252	7/28/2021	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 07/16/2021	150.00
10253	7/28/2021	[2385] EUREKA READYMIX	70.37 Tons of 3/4 Base Class 2	966.76
10254	7/28/2021	[2717] EUREKA TIMES-STANDARD	52 WEEK SUBSCRIPTION	524.61
10255	7/28/2021	[2405] FORTUNA ACE HARDWARE	2gal Distilled White Vinegar; 50pk Heavy-Duty	40.35
10256	7/28/2021	[6486] GREEN TO GOLD ENTERPRISES LLC	Pole Pruner	67.52
10257	7/28/2021	[2228] HUMBOLDT COUNTY ASSESSOR	CITY OF RIO DELL OWNERSHIP & MAILING ADDRESSE	100.95
58	7/28/2021	[2474] HUMMEL TIRE & WHEEL, INC	14' Nissan Altima tire replacement and costs	411.32

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

Ref#	Date	Vendor	Description	Amount
10259	7/28/2021	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDRY UTILITY WORKERS SHIRTS	127.05
10260	7/28/2021	[6100] NORTHERN CALIFORNIA GLOVE	Gloves and Reflective Vests	260.24
10261	7/28/2021	[6806] PINTERMEDIA LLC	MONTHLY WEB HOSTING FEE FOR AUG.	30.00
10262	7/28/2021	[7185] STAPLES ADVANTAGE	Manila File Folder; Notepads; Highlighter; Br	256.06
10263	7/28/2021	[5494] SUSAN E TOWNSEND	AccuFund Training	175.00
10264	7/28/2021	[2748] UNDERGROUND SERVICE ALERT	"811 Before You Dig" 2021 Fee	150.00
10265	7/28/2021	[2750] USA BLUEBOOK	Tubing Kit	110.89
10266	7/28/2021	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR AUG. 2021	391.07
Total Checks/Deposits				<u>123,100.73</u>

Ref#	Date	Vendor	Description	Amount
7062021	7/06/2021	WITHDRAWAL	DEBIT CARD TRANSACTION FOR POSTAGE OF STREET PAVING	-315.46
9510688	7/30/2021	WITHDRAWAL	DEBIT FOR POSTAGE TO MAIL U/B BILLS FOR JULY 2021	-383.73
Total Debit/Bank Withdrawals				<u>-699.19</u>

Ref#	Date	Vendor	Description	Amount
BK07012021	7/01/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR BANK OF AMERICA CREDIT CARDS ONLINE PAYMENT FOR THE MONTH OF JUNE 2020-2021.	-9675.98
BK07012021	7/01/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR BANK OF AMERICA CREDIT CARDS ONLINE PAYMENT FOR THE MONTH OF JULY 2021-2022.	-2,038.43
347522	7/02/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR JUNE 2021	-425.08
9510684	7/06/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ALLIED ADMINISTRATORS-DELTA DENTAL ONLINE PAYMENT FOR AUG. 2021	-2,033.50
568193	7/06/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMA-RC/MISSIONSQUARE RETIREMENT ONLINE PAYMENT FOR PPE 07/02/2021	-7,867.91
72736077	7/9/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR WEXBANK/SHELL FUEL FOR JUNE 2021	-2,540.00
871-456	7/12/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 07/02/2021	-2,575.89
5648070	7/12/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 07/02/2021	-13,724.84
575918	7/16/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMA-RC/MISSIONSQUARE RETIREMENT ONLINE PAYMENT FOR PPE 07/16/2021	-7,885.61
7232021	7/23/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR BENEFIT BRIDGE/PUBLIC AGENCY COALITION ONLINE PAYMENT FOR AUG. 2021	-22,569.07
7162021	7/23/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ONLINE DEARBORN LIFE INSURANCE PAYMENT FOR AUG. 2021.	-390.00
9510686	7/23/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR JULY 2021	-22,817.03
2828752	7/23/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE PAYMENT FOR AUG. 2021	-373.07
272	7/26/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 07/16/2021	-2,622.33

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

Ref#	Date	Vendor	Description	Amount
445873	7/26/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 07/16/2021	-14,033.46
9510687	7/26/2021	WITHDRAWAL	BANK ANALYSIS FEE FOR JULY 2021	-387.24
Total EFT's/Bank Withdrawals				<u>-111,959.44</u>

Ref#	Date	Vendor	Description	Amount
925571	7/7/2021	TRANSFER TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 07/02/2021	-36,369.50
153400	7/20/2021	TRANSFER TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 07/16/2021	-36,671.88
269758	7/22/2021	TRANSFER TO CDBG ACCOUNT	TRANSFER YEAR END TO CDBG PROGRAM INCOME ACCCOUNT	-232,730.45
Total Transfer Between Accounts				<u>-305,771.83</u>



675 Wildwood Avenue
Rio Dell, CA 95562-1597
(707) 764-5642 Hall

For Meeting of: August 17, 2021
■ Consent Item; □ Public Hearing Item

To: City Council
From: Jeff Conner, Chief of Police
Through: Kyle Knopp, City Manager
Date: August 11, 2021
Subject: Declaration of City Vehicles as Surplus

Recommendation:

That the City Council declaring the following vehicle(s) as surplus and allow them to be sold at auction:

1. 2014 Ford SUV Police Interceptor, VIN 1FM5K8AR3EGA60098

It is further recommended that the Council authorize staff to sell said vehicle directly to another Humboldt County law enforcement agency, should one be interested, for no less than \$5,000, as is.

Background and Discussion

The police vehicle has been replaced by a new, hybrid-model SUV and is no longer is needed by the Department. The resale value of the vehicle varies from about \$7,000 (Kelly Bluebook) to more than \$10,000 (Edmunds) depending on the website used. There will be costs incurred in removing the police equipment and making it a safe vehicle to drive. These costs are estimated to be about \$2,000.



Staff Highlights – 2021-08-17

City Council

City Manager

Some questions have been asked about cannabis cultivation water use in Rio Dell. In 2020, legal cannabis cultivators used 632 units of water (Each unit is 748 gallons). This represents 00.527% of total citywide water use. Based upon upcoming developments from Dinsmore Plateau Farms, Northwestern Flower Company, Marathon, and our current cultivators, a potential total demand of 4,600 units of water could be used on an annual basis, or 03.72% of anticipated water usage citywide.

Work on appraisal for the Todd Property with the owner.

Work with Witchurch and GHD on setting up 2022 streets capital projects.

Wash stations deployed for Wildwood Days.

Bid for electrical upgrade at City Hall submitted to vendors.

City Clerk

Processed Ten (10) Building Permit Applications:

129 Meadowbridge Dr. – 12 x 20 Shed
310 Wildwood Ave. – Sewer Lateral & Cleanouts
521 Third Ave – PV Solar
959 Rio Dell Ave. – Service Panel Upgrade
959 Rio Dell Ave. – Re-Roof Residence
360 Sequoia Ave. – Sewer Lateral and Cleanout
600 Dinsmore Ranch Road – Replacement of Antennas on Cell Tower
105-117 Wildwood – General Repairs to 4 Residential and 3 Commercial Units
553 Pacific Ave. – Sewer Lateral & Cleanout
504-506 Wildwood Ave. – Sewer Lateral & Cleanouts

Processed Eight (8) Business License Applications:

Safe Step Walk-In Tubs – Non-Resident Contractor
Rocket Rooter – Non-Resident Contractor
Gary Sousa Rentals – Residential Rental Units
Margro Properties - Residential Rental Units
No Bones About It – Rentals



Stephens Candles (Amber Barber) – New owner of existing business
Belmont Consulting – Business Consulting
Natisha’s Crazy Critter Care – Pet Sitting & Care

Misc:

Submitted SCORE Office of Self-Insurance Plans (OSIP) Report
Submitted Bureau of Labor Statistics Report for August

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of July 14, 2021, to August 10, 2021. This period of time saw average numbers across all of the metrics. The summation of Calls for Service may be greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Conner	38	3	1
Beauchaine	2	0	0
Landry	88	14	5
Mitchell	109	16	10
Burns	95	7	4
Johnson	131	13	8
Fielder	28	2	0
Totals	455	55	28
Averages	16.3 per day	13.8 per week	7.0 per week
2021 Yearly Average	17.5 per day	15.4 per week	8.0 per week

Calls for Service at 355 Center Street



Type	Date	Time	Location	Primary Unit	Case #
FU	07/20/2021	14:51:17	355 CENTER ST	6R9	
WELFARE	07/20/2021	21:04:15	355 CENTER ST	R615	
UNW	07/21/2021	19:05:50	355 CENTER ST	R615	21-0000422
FOOT	07/22/2021	20:43:52	355 CENTER ST	R615	
CITIZEN	07/23/2021	19:01:46	355 CENTER ST	R618	
FU	07/24/2021	18:37:46	355 CENTER ST	R618	
THREAT	07/24/2021	21:58:52	355 CENTER ST	R618	21-0000427
415	07/25/2021	09:41:29	355 CENTER ST	6A1	
FOOT	07/26/2021	19:55:24	355 CENTER ST	R614	
415	07/27/2021	13:06:19	355 CENTER ST	6R9	
WELFARE	07/28/2021	19:45:07	355 CENTER ST	R615	
415	07/31/2021	15:59:03	355 CENTER ST	R614	
FIREWKS	08/07/2021	22:11:22	355 CENTER ST	R618	

FOOT – Foot patrol through the facility
FU – Follow up or a generic contact
415 – General disturbance
UNW – Unwanted person on the property
WELFARE – Welfare check on a person
THREAT – Threat of bodily harm to another person
CITIZEN – Citizen contact – non-criminal

R614 – Officer Logan Mitchell
R615 – Officer Liam Burns
R618 – Officer Conan Johnson
6R9 – Officer Charlie Fielder
6A1 – Chief Jeff Conner

During the period of July 14 to August 10, 2021, there were 29 calls for service related to animal control issues. Three dogs and a feral kitten were transported to Miranda's Rescue. On July 21, 2021, residents of the Painter and Riverside neighborhoods called to report a bear out in the daylight. Officer Mitchell located the bear on the Painter Street overpass and watched as the bear looked both ways before crossing the street and running off towards the greenbelt between Riverside and Eeloa. On August 10, 2021, Officers Mitchell and Burns checked the riverbar for a flock of domestic ducks that had allegedly been abandoned there by their previous owner. The officers were unable to locate the missing fowl. If the allegation can be substantiated, criminal charges for animal cruelty will be considered.

Officer Crystal Landry was promoted to corporal.

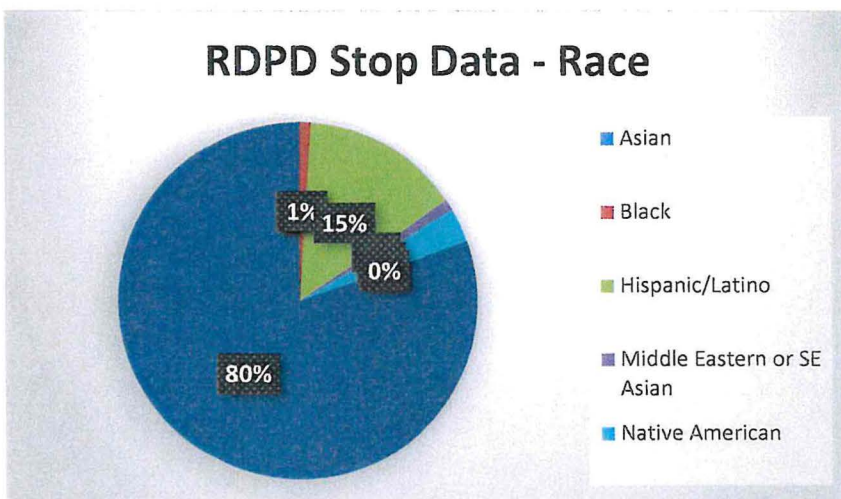
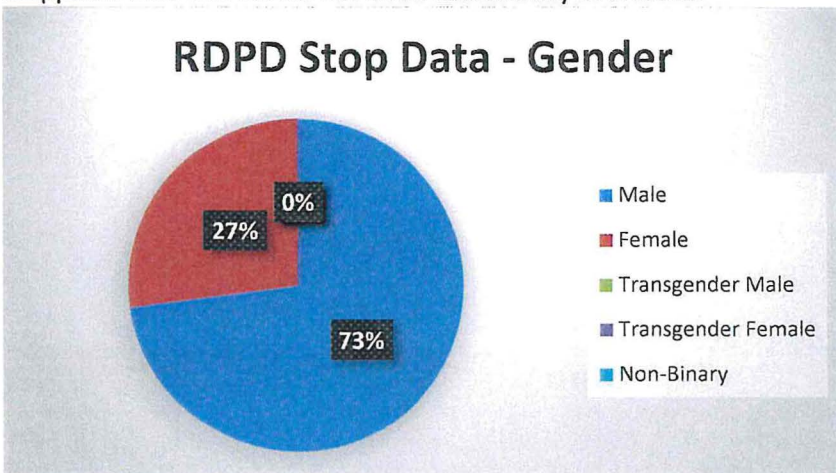
Sergeant Beauchaine has returned to light duty after receiving clearance from his doctor.



Corporal Landry took a week-long vacation to the Bay Area.

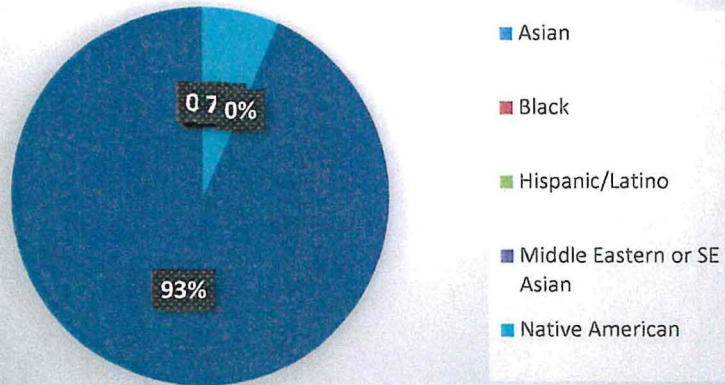
The Wildwood Day Town Festival took place without significant issues. It was well attended. There were two physical altercations between teenagers that took place at the event or close by, but no one was seriously injured. There were several complaints about the fireworks display held as part of the celebration, as pet owners claimed they had no knowledge of the event and were not able to prepare their animals for the loud noises.

The Department has started to collect stop data as required by the Race and Identity Profiling Act of 2015. The following pie charts show the data for perceived gender, perceived race, persons searched by perceived race, and arrests (custodial and cite/release) by perceived race in the month of July, 2021. There were 150 detentions/searches in that time period. We have begun to submit test data to DOJ and it appears that this hurdle has been successfully overcome.

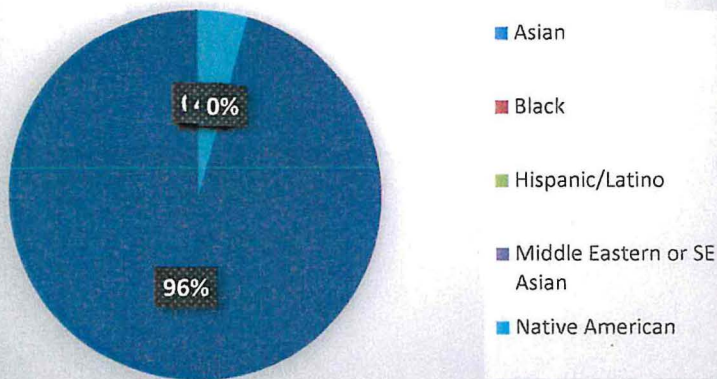




RDPD Stop Data - Search by Race



RDPD Stop Data - Arrest by Race



On July 18, 2021, Officer Johnson responded to a chaotic scene in which an intoxicated husband) he claimed to have consumed forty beers during the day) had threatened to kill himself with a knife in front of his wife. The man then started to lunge towards the woman with the knife. The couple's eleven-year-old daughter intervened on her mother's behalf by trying to knock the knife from her father's grasp with a meat tenderizer. The woman suffered defensive wounds on her fingers. The couple was separated when Officer Johnson arrived, with the woman waiting for him outside. He arrested the man for domestic violence and transported him to the jail where, hopefully, he regained enough sobriety to give some serious consideration to his drinking habits.

On the night of July 24-25, Officer Johnson arrested two drivers for DUI. This is a rather rare occurrence for this department given the amount of time each arrest takes. The first arrest took place on the riverbar when a resident on Monument reported a speeding vehicle. Officer Johnson was able to catch up to the speeder when he got his truck stuck in the river. The second arrest occurred when Officer Johnson spotted a car driving erratically as it exited the freeway. Part of the reason for the vehicle not



being able to maintain a lane was that it had been driven on a flat to the point where the tire was completely gone and the wheel was worn down to less than half of its original size.

On July 27, 2021, Officer Johnson arrested a man for domestic violence after his girlfriend was able to climb out a window and escape. The man had allegedly chased her down the street with a hammer while she was trying to call 911. As part of the arrest process, Officer Johnson obtained an Emergency Protective Order that was served on the suspect. A few days later, while doing a security check on the vacant house next door, Officers Mitchell and Johnson located the man sitting in his pickup in the driveway of the house he shares with his girlfriend. He was arrested a second time, in this case for violating a court order.

The day after the previous arrest, the girlfriend contacted Officer Mitchell and told him that someone had entered her residence and stolen money that had been hidden in the kitchen. The victim was able to view the thief entering her residence on her surveillance system. Both the victim and Officer Mitchell were able to recognize the man. He was a friend of the couple having domestic issues and a frequent contact of the police department. Officer Mitchell was able to locate the man near his encampment on the riverbar and he was taken into custody without issue. He was booked into the jail for burglary. A search of his campsite, pursuant to a search warrant, found electronics that may also have been obtained through theft and the department is trying to confirm this.

On August 9, 2021, a woman reported to Officer Mitchell that she had been sexually assaulted by a man she met at Wildwood Days. She had allowed the man to sleep on her couch as he claimed he had nowhere to go. The victim woke up to find the man in her room. She believed that she may have been drugged. The Department is now trying to identify the suspect from the video surveillance systems of businesses along Wildwood Avenue, where the two persons had been walking early in the morning.

On August 10, 2021, Officer Mitchell was talking to a resident about the amount of trash that was accumulating in a trailer when he noticed two suspicious vehicles in the driveway. One did not have any license plates and the other's license plate was attached with a zip tie. When he ran a registration check on the truck with license plate, he learned that the plate belonged on a Volvo station wagon. A check of the truck's VIN showed that the truck had been reported stolen to the Fortuna Police Department in December of last year. Attempts were made to contact the owner of the truck, but when he did not respond, the truck was towed. The man who claimed to own the truck was arrested for possession of a stolen vehicle. The man had too many health issues for the jail to accept and Officer Mitchell ended up giving him a ride back to Rio Dell, where he wrote him a citation for the offense.

Code Enforcement

During the period July 14 to August 10, 2021, the Department opened six new cases and closed four dealing with junk or inoperable vehicles. All four of the closed cases had the vehicles towed by the City. There were six open cases at the end of this reporting period.

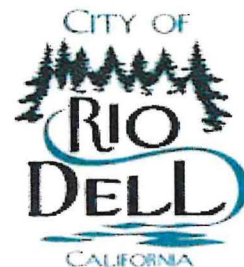
During the period July 14 to August 10, 2021, the Department did not open or close any cases. An abatement warrant was obtained for a property on Fourth Avenue, however, the family managed to remove the garbage and solid waste from their front yard and the warrant was returned unserved.



Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park



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

August 17, 2021

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager
SUBJECT: Discussion on Sidewalk Flag Holders

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Discuss and provide direction to staff to return with an action item if needed.

BACKGROUND AND DISCUSSION

At the request of Mayor Pro Tem Johnson and with the consensus of the Council, it was requested that an item be placed on the agenda related to flag holders located in the sidewalk on the southern end of Rio Dell.

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

August 17, 2021

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager
SUBJECT: Discussion on Police Department Staffing

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Discuss and provide direction to staff to return with an action item if needed.

BACKGROUND AND DISCUSSION

At the request of Mayor Pro Tem Johnson and with the consensus of the Council, it was requested that an item be placed on the agenda related to police department staffing, specifically mentioned was the addition of an FTE officer position.

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August 17, 2021

TO: Rio Dell City Council
FROM: Kyle Knopp, City Manager
SUBJECT: American Rescue Plan Act Funding Recommendations

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve proposed American Rescue Plan Act Recommendations

BACKGROUND AND DISCUSSION

On March 11, 2021, President Joe Biden signed into law a nearly \$1.9 trillion coronavirus relief bill (HR 1319). Known as the American Rescue Plan Act (ARPA) of 2021, the law represents the sixth COVID-19 recovery measure that Congress has passed since last March. This most recent legislation established the Local Coronavirus Relief Fund and includes robust, direct and flexible federal COVID-19 related financial support to all cities, including Rio Dell. The City of Rio Dell is expected to receive \$801,152 in total ARPA funds by the end of 2022. Funds must be obligated by December 31, 2024, and funds must be expended by December 31, 2026.

In May, the U.S. Treasury issued an Interim Final Rule (Attachment A) that outlines the eligible uses for ARPA funding. In broad terms, the funds may be used:

- A. To respond to the public health emergency or its negative economic impact, including assistance to households, small businesses, and non-profits, or aid to impacted industries such as tourism, travel, and hospitality;
- B. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
- C. For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency; and
- D. To make necessary investments in water, sewer, or broadband infrastructure.

Recommendation No. 1

The City of Rio Dell plays an important and often overlooked role in public health in the conveyance of potable water to the community and its treatment and return to the natural environment. The city exists under an intense regulatory framework that has necessitated

expensive improvements in both water and wastewater processing. This has left little funding for distribution and collection piping maintenance or replacement.

The situation is particularly acute on the wastewater collection side, where serious collection system deficiencies have led to sanitary sewer overflows requiring intense action by staff to mitigate these problems. Continued unaddressed, it could lead to significant fines and penalties levied upon the city and its ratepayers. The city is currently undergoing a grant funded Sanitary Sewer Evaluation Study (SSES) that could lead to grant funding to help address some of these problems. However, at this time no funding has been identified to correct this issue. Design plans exist to implement the project known as the "Painter Street Upsizing" where the final leg of the collection system between Painter Street and the Wastewater Treatment Plant would be replaced or augmented with a larger pipe. (See Attachment B)

It is recommended that the Council earmark \$640,922 (80%) towards the Painter Street Upsizing, or other collection system projects identified through the SSES.

Recommendation No. 2

The Council recently adopted an Immediate Action Plan (IAP) for economic development. Priority number 3 listed in the IAP calls for new recreational assets for the city, specifically an Open Space Facility. This facility could be used by interested members of the public to hold festivals, car shows, farmers markets or other similar events in a pedestrian safe and open air environment that minimizes impact to north-south traffic. Because the City does not own much land, one concept that has been proposed would be to create a temporary open space between Memorial Park and City Hall, using easy to set up traffic control bollards on Wildwood Avenue to direct bus and vehicular traffic around the backside of City Hall to facilitate continued north-south connectivity. (See Attachment C)

Outdoor event space could be easily established and these events would feed into economic activity all along Wildwood Avenue, thereby creating long term economic benefits to the community that would be more resilient to airborne disease. In terms of COVID-19, its variants or future air diseases, open air events are generally considered safer to attend than closed environments.

It is recommended that the Council earmark \$140,201 (17.5%) towards the Open Space Facility concept.

Recommendation No. 3

Because the pandemic is evolving and the city continues to adapt to this situation, it is advised that some funds be set aside to reimburse the city for ongoing costs. Examples include deployment of wash stations, implementation of hybrid meeting technology or other similar expenses.

It is recommended that the Council earmark \$20,028(2.5%) for reimbursement of unbilled or future unidentified COVID-19 related expenses through 2026.

Attachments:

A: U.S. Treasury guidance

B: Painter Upsizing Opinion of Probably Cost

C: Conceptual Drawing of Wildwood Avenue Open Event Space

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Opinion of Probable Construction Cost

Client City of Rio Dell

Project Name: North Trunk Sewer Upsizing to Wastewater Treatment Plant

Submittal Conceptual Design

Date of Estimate: August 10, 2018



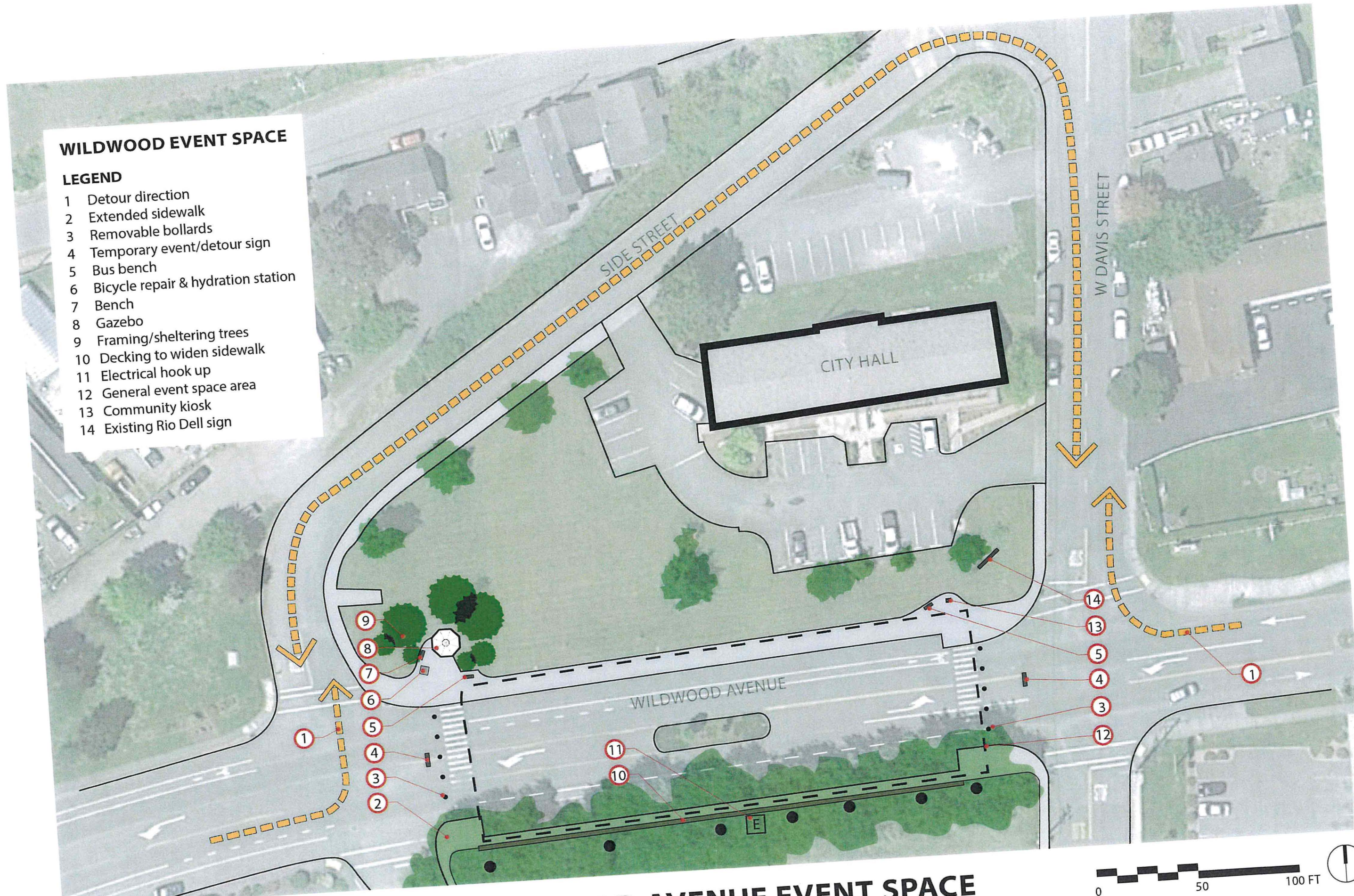
Option 3					
Item No.	Description	Quantity	Units	Unit Cost	Cost
General					
1	Mobilization/Demobilization	1	LS	\$ 25,000	\$ 25,000
2	Temporary Traffic Control	1	LS	\$ 20,000	\$ 20,000
3	Sewer Bypass Pumping	1	LS	\$ 50,000	\$ 50,000
4	Construction Staking & Materials Testing	1	LS	\$ 25,000	\$ 25,000
5	Erosion Control and Site Restoration	1	LS	\$ 25,000	\$ 25,000
6	60" Manhole (Painter Street, 4.0' deep, Includes Demolition of Existing)	3	EA	\$ 7,000	\$ 21,000
7	48" Manhole (Walnut Drive, 6.3' deep, Includes Demolition of Existing)	1	EA	\$ 7,000	\$ 7,000
8	48" Manhole (Walnut Drive & Davis Street, 10.2' deep, Includes Demolition of Existing)	1	EA	\$ 10,000	\$ 10,000
9	48" Manhole (Field Behind WWTP, 7.0' deep, Includes Demolition of Existing)	1	EA	\$ 7,000	\$ 7,000
10	48" Manhole (WWTP at Clarifier, 13.7' deep, Includes Demolition of Existing)	1	EA	\$ 12,000	\$ 12,000
11	48" Manhole (WWTP at Headworks, 12.9' deep, Includes Demolition of Existing)	1	EA	\$ 12,000	\$ 12,000
12	18" Sewer - Open Country (Includes Demolition of Existing)	1485	LF	\$ 125	\$ 185,625
13	18" Sewer - Gravel Road (Includes Demolition of Existing)	710	LF	\$ 150	\$ 106,500
14	18" Sewer - In Plant (Includes Demolition of Existing)	235	LF	\$ 250	\$ 58,750
15	Headworks Tie In	1	LS	\$ 15,000	\$ 15,000
16	Sewer Lateral Modificaitons	1	LS	\$ 50,000	\$ 50,000
Construction Capital Subtotal					\$630,000
Estimating Contingency 30%					\$189,000
Total Construciton Cost (2018)					\$819,000
Escalate to Midpoint of Construction (3%/yr to 2020)					\$868,959
Administration Costs 5%					\$43,448
Permitting 2%					\$13,034
Surveying, Easement, and Right of Way Analysis (Assumes No Acquisition Costs) 3%					\$26,069
Permitting 2%					\$13,034
Design Engineering 15%					\$130,344
Construction Inspection and Management 12%					\$104,275
Total Project Cost					\$1,199,163

THIS OPINION OF PROBABLE COST HAS BEEN PREPARED USING STANDARD ENGINEERING ESTIMATE PROCEDURES. GHD HAS NO CONTROL OVER ACTUAL CONTRACTOR COSTS, BIDDING, OR MARKET CONDITIONS.

WILDWOOD EVENT SPACE

LEGEND

- 1 Detour direction
- 2 Extended sidewalk
- 3 Removable bollards
- 4 Temporary event/detour sign
- 5 Bus bench
- 6 Bicycle repair & hydration station
- 7 Bench
- 8 Gazebo
- 9 Framing/sheltering trees
- 10 Decking to widen sidewalk
- 11 Electrical hook up
- 12 General event space area
- 13 Community kiosk
- 14 Existing Rio Dell sign



WILDWOOD AVENUE EVENT SPACE

