



RIO DELL CITY COUNCIL  
CLOSED SESSION – 5:30 P.M.  
REGULAR MEETING - 6:30 P.M.  
TUESDAY, SEPTEMBER 20, 2022  
CITY COUNCIL CHAMBERS  
675 WILDWOOD AVENUE, RIO DELL

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

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

Effective immediately, the City of Rio Dell will reopen City Council meetings held in City Hall Council Chambers to in-person attendance by the public. The public may also attend these meeting virtually through Zoom. The meetings will also be viewable via livestreaming through our partners at Access Humboldt via their YouTube channel or Suddenlink channels on Cable TV.

To maintain safety and minimize the health risks associated with COVID-19, participants may be required to complete an Attestation of Vaccination upon entering the City Council Chambers. Fully vaccinated participants will not be required to wear a mask. Unvaccinated participants must wear face coverings at all times while in the City Hall Council Chambers.

**Public Comment by Email:**

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

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

**Zoom Public Comment:**

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll-free number **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) 2022/0920.01 - **Conference with Legal Counsel – Anticipated Litigation**  
 Significant exposure to litigation pursuant to §54956.9(b)  
 1 potential case
- D. PUBLIC COMMENT REGARDING CLOSED SESSION
- E. RECESS INTO CLOSED SESSION
- F. RECONVENE INTO OPEN SESSION – 6:30 P.M.
- G. PLEDGE OF ALLEGIANCE
- H. CEREMONIAL MATTERS
- I. 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.*

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 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) 2022/0920.02 - Approve Minutes of the September 6, 2022 Regular Meeting **(ACTION)** **1**
- 2) 2022/0920.03 - Approve Scope of Work with GHD for Permitting, Engineering Design Plans and Specifications, and Construction Support for the Eel River Trails Project Not to Exceed \$355,000 and Authorize City Manager to Sign **(ACTION)** **9**

3)	2022/0920.04 - Approve Resolution No. 1550-2022 Adopting Without Revision the City's Conflict of Interest Code <b>(ACTION)</b>	<b>26</b>
4)	2022/0920-05 - Receive and File Check Register for August <b>(ACTION)</b>	<b>39</b>
K.	ITEMS REMOVED FROM THE CONSENT CALENDAR	
L.	REPORTS/STAFF COMMUNICATIONS	
1)	2022/0920.06 - City Manager/Staff Update <b>(RECEIVE &amp; FILE)</b>	<b>43</b>
M.	SPECIAL PRESENTATIONS/STUDY SESSIONS	
1)	2022/0920.07 - Presentation by Caltrans on Replacement and Modifications to Northbound US 101 Bridge Known as The Paul E. Mudgett Bridge <b>(RECEIVE &amp; FILE)</b>	<b>48</b>
N.	SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS	
1)	2022/0920.087 – Discussion on Pacific Gas & Electric (PG&E) Capacity Issues <b>(DISCUSSION/POSSIBLE ACTION)</b>	<b>68</b>
O.	ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS	
P.	COUNCIL REPORTS/COMMUNICATIONS	
Q.	ADJOURNMENT	

*The next regular City Council meeting is scheduled for  
Tuesday, October 4, 2022 at 6:30 p.m.*

**RIO DELL CITY COUNCIL  
REGULAR MEETING MINUTES  
SEPTEMBER 6, 2022**

The regular meeting of the Rio Dell City Council was called to order at 5:00 p.m. by Mayor Garnes.

**ROLL CALL:** Present: (Closed Session) Mayor Garnes, Councilmembers Carter, Wilson and Woodall, City Manager Knopp and City Attorney Gans

Absent: Mayor Pro Tem Johnson (excused)

Present: (Regular Meeting) Mayor Garnes, Councilmembers Carter, Wilson and Woodall

Absent: Mayor Pro Tem Johnson (excused)

Others Present: City Manager Knopp, Chief of Police Allen, Community Service Officer Clark, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, Senior Fiscal Assistant Hamaker and City Clerk Dunham

Absent: Finance Director Sanborn and Community Development Director Caldwell (excused)

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

Public Employee Performance Evaluation – Title: City Manager Pursuant to Government Code §54957

The Council recessed into closed session at 5:00 p.m.

The Council reconvened into open session at 6:30 p.m. Mayor Garnes announced that there was nothing to report out of closed session.

**PUBLIC PRESENTATIONS**

Mayor Garnes called for public comment on non-agenda items. No public comment was received.

**CONSENT CALENDAR**

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

Motion was made by Woodall/Carter to approve the consent calendar including the following items:

- 1) Minutes of the August 16, 2022 regular meeting;
- 2) Resolution No. 1549-2022 declaring the need to continue conducting in-person/virtual City Council and Commission meetings pursuant to AB 361;
- 3) Authorizing the Mayor to sign correspondence to the Governor encouraging the veto of AB 1951 related to Sales Tax exemptions for manufacturing; and
- 4) Authorizing the Mayor to sign a letter of opposition to SB 1186 related to local control over cannabis.

Motion carried 4-0.

## REPORTS/STAFF COMMUNICATIONS

### City Manager/Staff Update

City Manager Knopp provided highlights of the staff update and said that during the completion of the energy project at City Hall, the contractor encountered a problem with the SunPower batteries. PG&E has not yet approved a three-battery setup for this system so the batteries will need to be changed out for Tesla batteries. In the meantime, the solar is working, noting that even on hot days with the air conditioning running, the system is pushing energy back out into the grid. He said that the generator was installed so the system should be able to operate independent of the power grid.

He also reported that staff was reviewing different strategies for future grant submissions and reiterated to the Council that grant opportunities sometimes become available with a short timeline for submission requiring the need for some preparatory works such as conceptual plans or public buy-in on projects. He asked the City Council, staff and the public to think about what they would like to see as far as projects and to let staff know.

Councilmember Woodall asked Chief Allen when Sergeant Beauchaine was expected to return to work.

Chief Allen was unsure of the exact date but noted that his medical leave was extended another month.

Councilmember Carter thanked the police department for their hard work and for the closing out of code enforcement cases.

Councilmember Wilson referred to the preliminary design of the City website being 90% complete and asked if it was functional.

City Manager Knopp indicated that the website design was basically done but there was a lot of content that needs to be imported to the new site. He noted that there will not be any radical change to the website and it will look very similar to the old site but will have a more modern look and be easier to use.

**SEPTEMBER 6, 2022 MINUTES**  
**Page 3**

Councilmember Wilson asked if the old agenda files were available to upload to the new site in which City Manager Knopp said that they were.

Councilmember Carter asked if the weather information would be included on the new website.

City Manager Knopp explained that there will be a clear link to the local weather.

Mayor Garnes asked for the name of the new website vendor.

City Manager Knopp responded that the vendor is CivicPlus who also did the County's website and many other public agencies.

Councilmember Wilson referred to a recent incident regarding a homeless lady that was swearing at people at local businesses and causing problems, asking Chief Allen for an update on the situation.

Chief Allen noted that the department received a number of calls regarding the situation and the lady in question was actually arrested for prowling. She was subsequently booked into jail and later released. He indicated that her whereabouts are unknown at this time.

Councilmember Woodall asked if there is something that can be done if someone has an open container or is drunk in public.

Chief Allen explained that they assess each case and act accordingly noting that they cannot remove homeless people from public spaces as long as they are not restricting public access on a sidewalk but they can arrest someone for being drunk in public.

**SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS**

Public Hearing on Cost Recovery for the Abatement of 833 Pacific Avenue

Community Service Officer Clark provided a staff report and said that this is the public hearing on the cost recovery for the abatement of 833 Pacific Avenue that occurred on March 8, 2022, and to receive any testimony or evidence regarding that abatement.

Councilmember Woodall commented that when Community Service Officer Clark returned from training she said that she learned that abatement liens could be placed on property taxes and asked if this abatement would be handled in that manner.

Community Service Officer Clark indicated that the lien for the abatement would be placed on the taxes for 833 Pacific Avenue.

Councilmember Woodall asked If the liens on the two prior abatements would also be placed on the property taxes.

**SEPTEMBER 6, 2022 MINUTES**  
**Page 4**

Community Service Officer Clark said that she arranged it with former Finance Director Dillingham before she left so that those liens could be moved to the property taxes.

There being no public testimony, the public hearing was closed at 6:46 p.m.

Motion was made by Woodall/Carter to approve the findings and order confirming accounts and assessment for the abatement of 833 Pacific Avenue. Motion carried 4-0.

Receive and File Recap of 5-Year Paving Plan

City Manager Knopp provided a brief presentation on the 5-year street improvement program and overall streets program. He began by referring the Council to the September 2022 update which outlined the scope of work, location, and status of each project. He noted that there has been a lot of progress made with a significant number of high-level projects completed. He said that with the slurry sealing, the City is anticipated to have this year's final project beginning in October including a number of streets as well as a portion of Wildwood Avenue.

He explained that the Ogle/Belleview drainage was one of the projects that staff hoped to complete in 2022 but that has been delayed until the 2023 construction season. Highlighted in purple were outstanding projects which included additional slurry sealing, primarily on Wildwood Avenue for long-term pavement preservation. He noted that attached to that is typically some prep work including patching. The north end of Riverside Dr. is another project that they are looking at putting into a bid package. He explained that Northwestern Avenue originally had a plan to elevate and widen the roadway however, in looking at it more closely, staff will be recommending the focus be on culvert replacement.

City Manager Knopp commented that the other great news is that with regard to the U.S. 101 Northwestern Interface project, it does not appear that the City will have any costs associated with those improvements. Caltrans is planning on putting that project into one of their regular maintenance regimes. He noted that another part of the streets plan is to develop some preliminary plans for Pacific Avenue.

He continued with a Power Point presentation to provide photos and recap on some of the past few years street work. He pointed out that one of the advantages of slurry sealing is that it is relatively inexpensive, especially with the City being able to leverage partnerships with our allied agencies and pool financial resources and put out one bid package. He said that sealing is very important for asphalt roads to capture deterioration early and to prevent higher costs later on.

He reported that the City has spent approximately \$130,000 in preparation for sealing by patching some of the worst areas which includes crack sealing to try and maintain the consistency of the road structure itself. The total amount spent for slurry sealing and striping was reported at just under \$144,000. There were some cost increases in the bid amounts for the upcoming projects for this year bringing this year's costs to \$214,000.

**SEPTEMBER 6, 2022 MINUTES**  
**Page 5**

He reiterated that these improvements help prevent longer-term costs, save money, and aesthetically improve the image of the street. He said that by the end of the 2022, the City will have spent \$486,214 on slurry seal type projects.

City Manager Knopp then provided a recap of the projects beginning in 2017 including a breakdown of costs by the various contractors representing a grand total of \$1,623,614 expended by the City on street projects.

He commented that there has been a lot of progress in regard to the 5-year street plan but in moving forward for the upcoming 2023 construction season, and based on discussions with staff and availability of resources, the intent is to put out to bid the Ogle drainage project.

Staff's focus will also be on the grant projects with close to \$3 million in grant projects to accomplish. That includes the Eel River Trail from Davis Street to Edwards Drive, the Gateway Beautification Project, and the Dog Park which also includes a basketball facility. These are three big projects that have a short timeline that have to be done this year. At the same time, staff will have a better understanding of the City's finances noting that most of the \$1.6 million are subsidized funds that come from the general fund. As such, staff needs to make sure the City has adequate reserves and that the City is in good financial position to continue the investments in streets.

City Manager Knopp reiterated the need to focus on infrastructure grants and other recent funding opportunities rolled out through the federal government. He said that staff will be having discussion with the Council about doing planning for Pacific Avenue, essentially behind City Hall and the Fire Department which is very narrow and sees a lot of traffic, including truck traffic. There will need to be a strategy to leverage grant funding for sidewalks and to recondition that area.

He said that another area of concern is the far end of Belleview Avenue. There is typically a lot of pedestrian and bicycle traffic on that stretch of roadway and there is really no way for them to access the road safely which makes it highly problematic. The area is relatively narrow with no sidewalks. One of the projects staff will be bringing to the Council for discussion is to do some preliminary designs to see what it would look like to install curb, gutter and sidewalk, including getting buy-in from the public.

City Manager Knopp said that staff is not looking for any action on this item tonight but to open up the conversation and to continue it over subsequent months in terms of how the City wants to move forward after completion of the 5-year streets plan. He noted that with improvements to Ogle Avenue, Elm Street, and Second Avenue, the worst areas of the road network will be complete.

Councilmember Wilson asked where the City is with regard to the 5-year plan; specifically, what year. City Manager Knopp said that this is year three.



**SEPTEMBER 6, 2022 MINUTES**  
**Page 6**

Councilmember Wilson asked if the idea is to take a break from the paving projects to focus on grants.

City Manager Knopp explained that some of the remaining projects, particularly the slurry sealing, would be considered if and when there is another group effort because there is relatively little the City would have to do to participate. Staff is proposing that in 2023, to tap the breaks a little, try and work on the Ogle drainage issue then round out the other projects in 2024.

Councilmember Wilson then asked if part of the general fund subsidy came from Measure J funding.

City Manager Knopp explained that without the passage of Measure J and Measure U, the projects would likely not have been possible. Funding from those measures also helped to modernize the police department and assist with recruitment of police officers. Commercial Cannabis has certainly aided in the funding of streets projects and because the City has had relatively good success with cannabis revenues and it seems to be sustainable in the future, it is worthwhile to lower the tax from 1% to .75%.

Councilmember Wilson pointed out that the cannabis industry is slowing down to a certain degree so extending Measure J is critical.

City Manager Knopp noted that Measure J is a much more stable financial resource whereby with cannabis there is going to be waves of good years and bad years. Having a steady revenue stream in the general fund is vitally important to provide funding for the police department.

Councilmember Wilson asked if staff would be sending out a mailer to inform the public about the upcoming election for the extension of Measure J.

City Manager Knopp commented that staff would be putting out information to educate voters on the new Measure "O" as well as efforts from the employee groups to help promote it.

Councilmember Carter thanked staff for the presentation and said that she has received a lot of positive feedback on the paving, with the exception of the people that live on the end of Ogle Avenue. She volunteered to go door-to-door and help promote the passage of Measure O if needed.

Mayor Garnes asked staff to address Ogle Avenue.

City Manager Knopp explained that there are a number of problems associated with the Ogle Avenue neighborhood and probably one of the more difficult streets due to significant drainage issues. He noted that the biggest killer in any asphalt street project is Water so conveyances for the water will need to be improved. The Council authorized

**SEPTEMBER 6, 2022 MINUTES**  
**Page 7**

staff to enter into an agreement with Whitchurch Engineering to finalize the plans and get the project ready to go out to bid. The project planning is very close to completion so next will be to get out the bid package. Assuming that the drainage gets done, there are still other infrastructure improvements needed related to water and sewer.

In prior discussions with the Council, one of the directions that staff received was to come up with a list of streets where staff did not believe there would be a need to immediately dig up the street to repair infrastructure so the 5-year plan was based off of that.

City Manager Knopp pointed out that there are other actors out there such as PG&E and AT&T, or cable TV providers that have infrastructure improvements needed. As such, there are no guarantees that the streets won't be dug up once they are paved. He said that he would not recommend paving Ogle Avenue however, until after the drainage is taken care of.

Water/Roadways Superintendent Jensen interjected that the water line at the north end of Ogle Avenue will need to be replaced as some point but as far as leaks, they have been minimal. The street could be paved with the understanding that it may be dug up at a later date for main line replacement. He pointed out that there is a disadvantage for paving a street before the infrastructure is replaced but on the other hand, it could be years before that can be done so there are two ways to look at it.

### **COUNCIL REPORTS/COMMUNICATIONS**

Councilmember Carter reported that she attended a Cal Cities Redwood Empire Division meeting in Point Arena and they heard from California Office of Emergency Services (OES) about funding opportunities to help mitigate potential disasters.

She also reported on the last Beautification, Walkability and Pride Committee meeting and said that there was discussion on the idea of a mural on the City's water tank. She said that she also attended a RREDC meeting last week and heard from organizations that do Farmer's Markets, "Food Unites Us" at Cal Poly Humboldt, and the Growers Association. She said that there is no reason that Rio Dell can't do an awesome farmers market.

She said that she also attended a Chamber of Commerce meeting and they talked about Christmas decorations, had a recap of Wildwood Days, the placement of kiosks, and a memorial rock for Marlene Snell.

Councilmember Woodall said that she would be attending an HTA meeting tomorrow and the Fire Department meeting on Thursday. She commented that she was talking with members of the fire department today and said that they had a very busy weekend and responded to over 10 calls in and out of the area including McCann and on Highway 36. In Addition, they are shouthanded so they are looking for volunteers to join the department.

**SEPTEMBER 6, 2022 MINUTES**  
**Page 8**

Councilmember Wilson reported that he would be attending an HWMA meeting next week. He asked for an update on the Cannabis Fair that was tentatively planned for this month.

City Manager Knopp said that Margro Advisors were required to submit the Special Event Permit application 30 days in advance of the event and nothing has been received. As such, the deadline for submission has passed for a September event to occur.

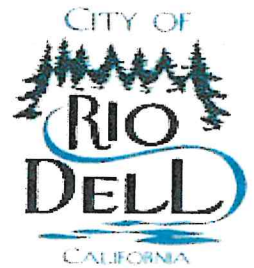
**ADJOURNMENT**

Motion was made by Carter/Woodall to adjourn the meeting at 7:27 p.m. to the September 20, 2022 regular meeting. Motion carried 4-0.

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

Attest:

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



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

September 20, 2022

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Authorization for the City Manager to Sign a Scope of Services Agreement with City Engineering Firm GHD for Permitting, Engineering Design Plans & Specifications, and Construction Support Services for the Eel River Trail Project Not to Exceed \$355,000.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager to Sign the attached Scope of Services, or take no action.

BACKGROUND AND DISCUSSION

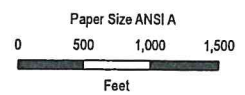
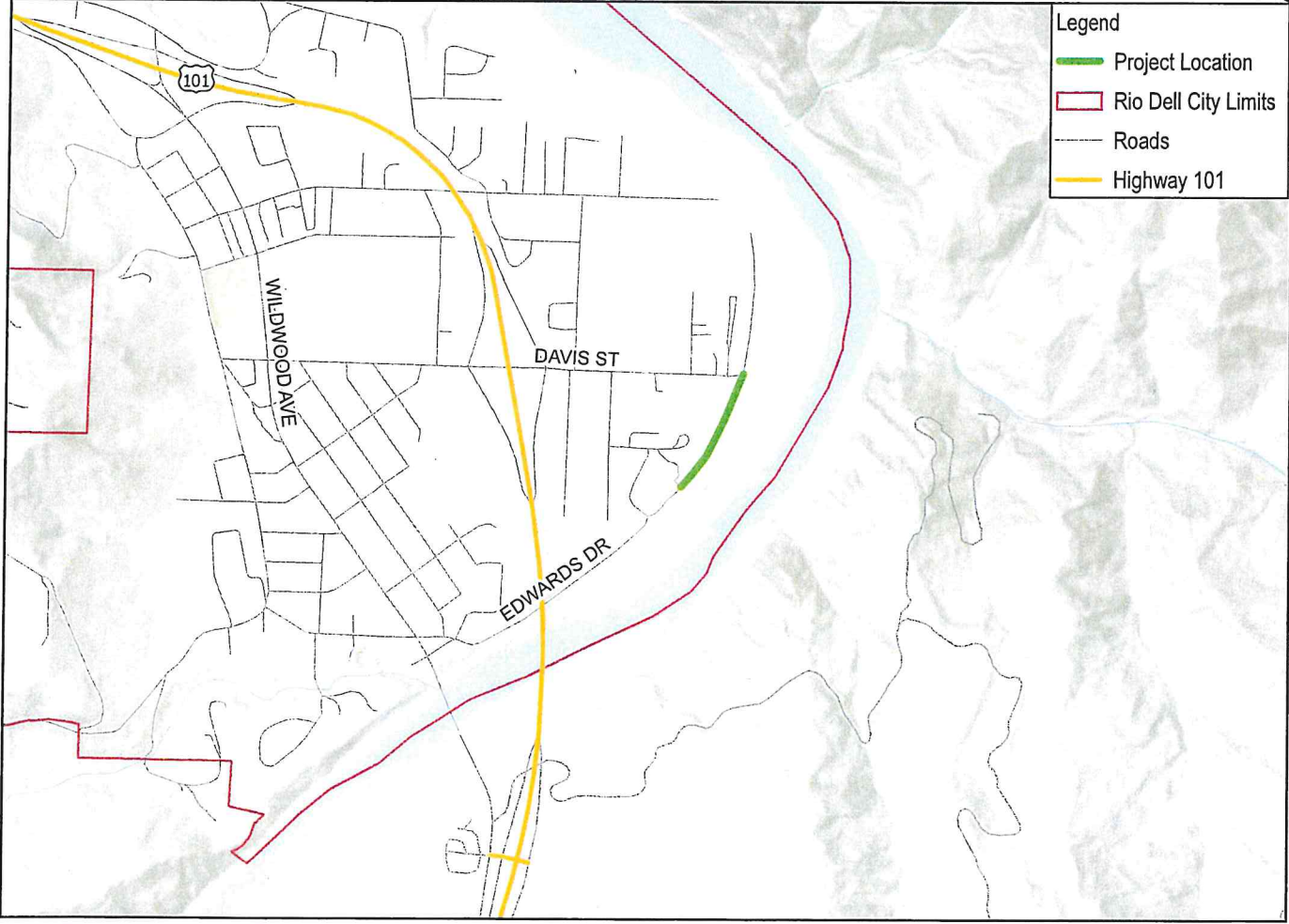
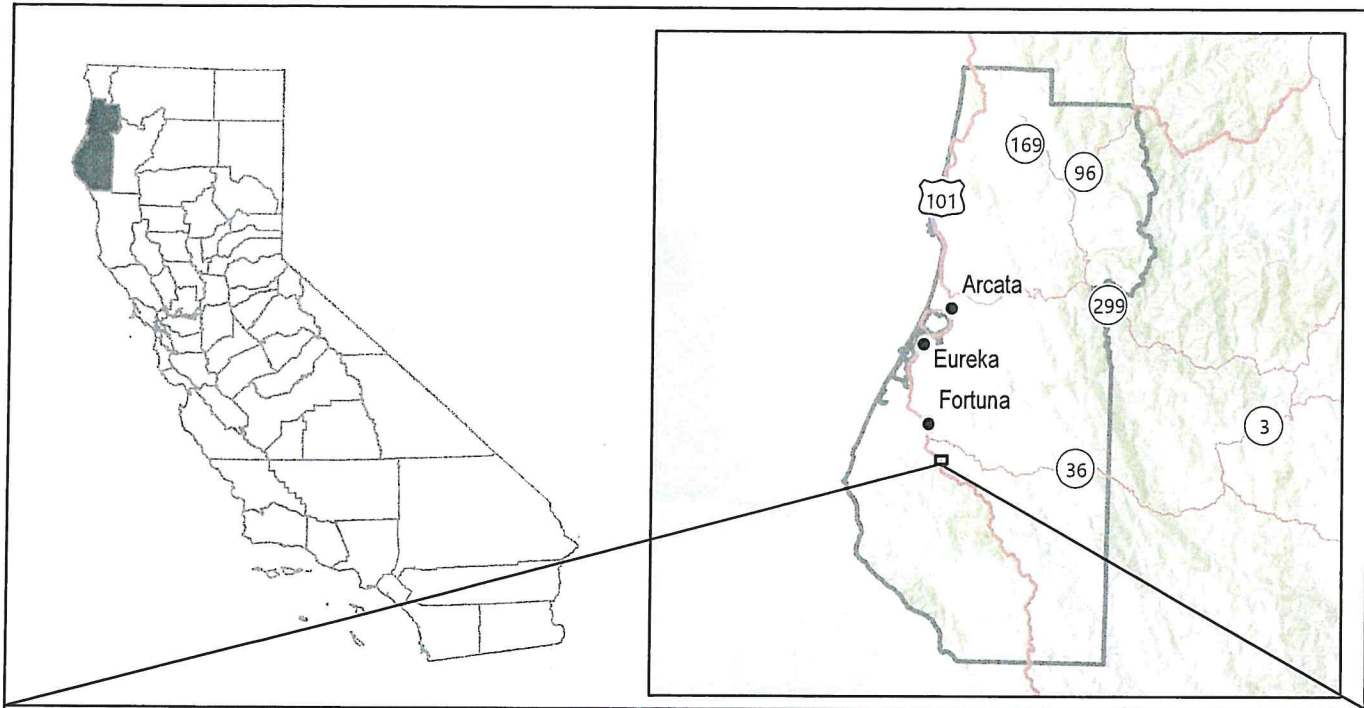
On Tuesday March 1, 2022 California Governor Gavin Newsom announced that the City of Rio Dell would be awarded a portion of the \$1.1 billion Clean California initiative focused on removing trash, transforming public spaces and creating thousands of jobs across the State.

The City was awarded \$2,259,397 for the completion of the "Eel River Trail" located on a City Right-of-way between Edwards and Davis Streets. The City Also received grant approval for a Gateway Beautification project on Wildwood Avenue in the amount of \$197,870.

The Eel River Trail project involves the creation of non-motorized walking and biking path along the scenic Eel River. The paved quarter-mile pathway will run between Davis and Edwards streets, creating a bicycle loop that connects the river, downtown and residential neighborhoods. The facility will also include informational kiosks that will help educate users on a variety of subjects, including the area's unique geology, fisheries, native history, logging history and most importantly, the need to keep the river clean for current and future residents. For decades, the adjacent river bar has been subject to illegal dumping necessitating annual cleanup efforts organized by the community. The project has long been on the radar of the City Council and community who have voiced their desires for improved river access and amenities.

The City's engineering Firm, GHD has developed the attached Scope of Services to develop the project through to completion. The attached scope includes a work schedule and compensation schedule broken down by task.

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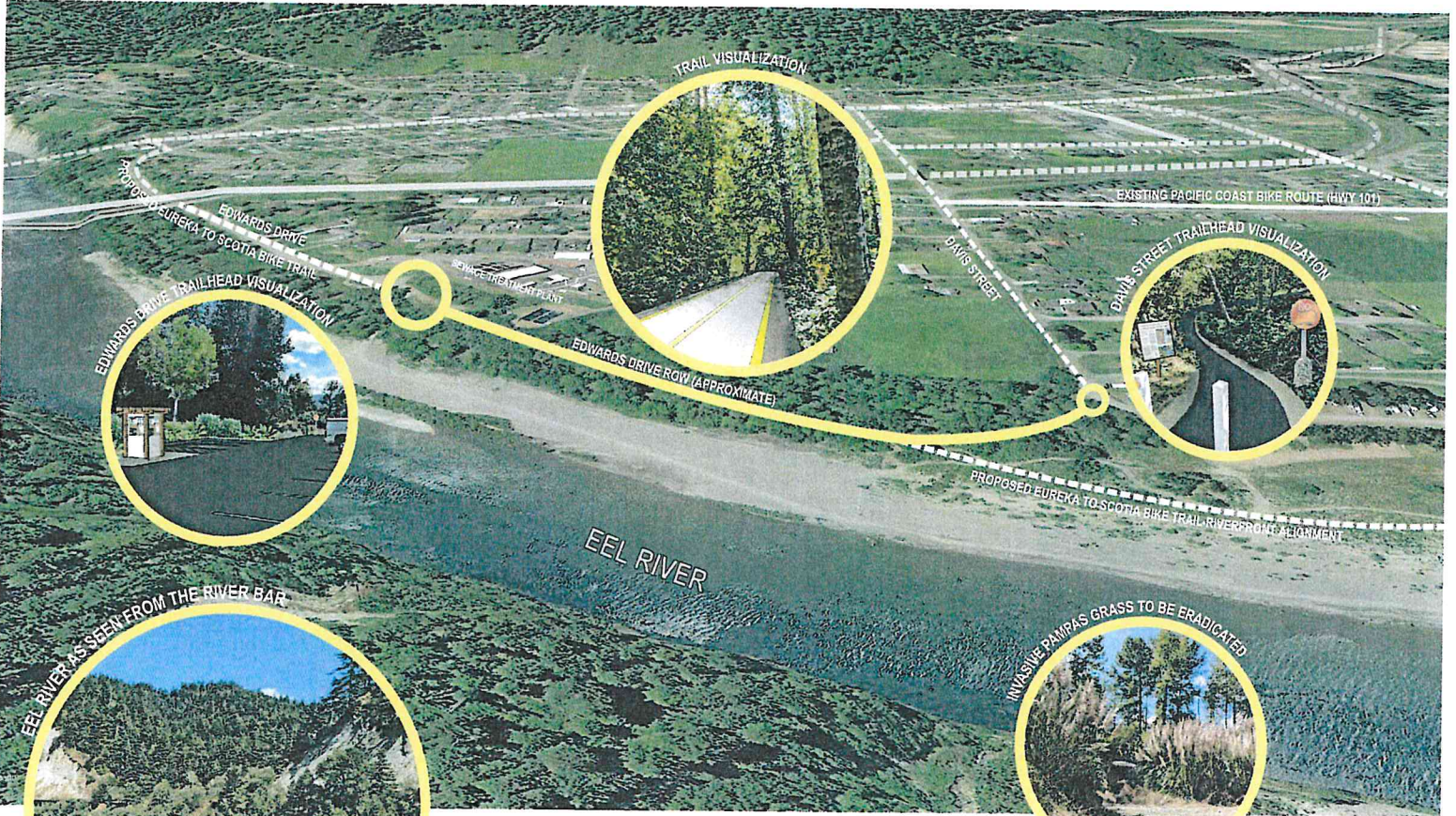
City of Rio Dell  
Eel River Trail  
Clean California Local Grant Program

Project No. 12571468  
Revision No. -  
Date Feb 1, 2022

Map Projection: Lambert Conformal Conic  
Horizontal Datum: North American 1983  
Grid: NAD 1983 StatePlane California I FIPS 0401 Feet

**Project Location Map**

**FIGURE 1**

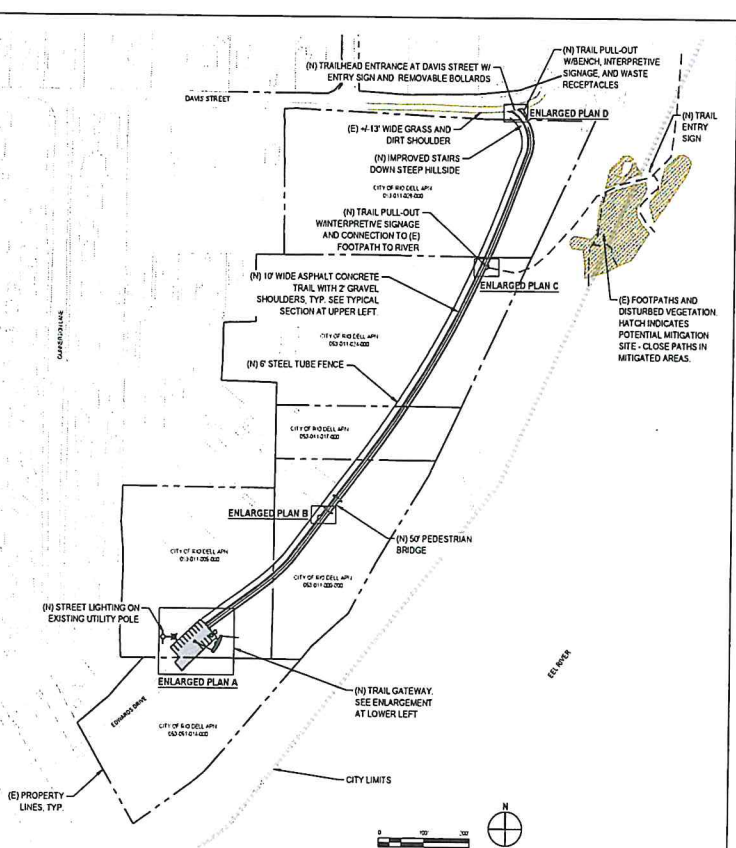
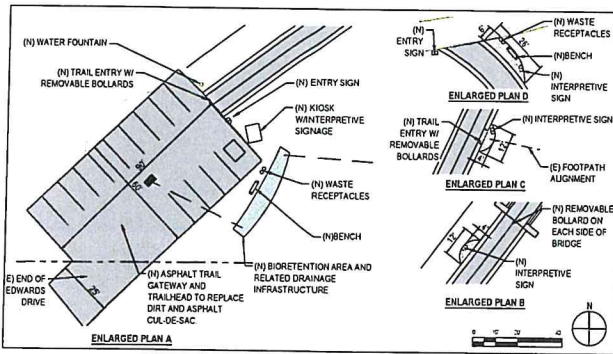
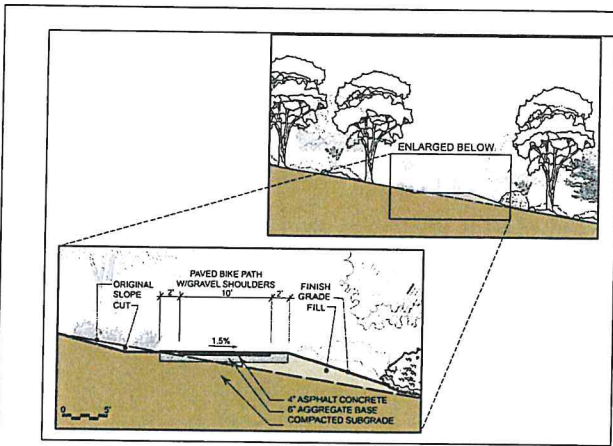


**LEGEND**

- PROPOSED EEL RIVER TRAIL & AMENITIES
- OTHER PROPOSED BIKEWAYS
- EXISTING BIKEWAYS

# EEL RIVER TRAIL





**PRELIMINARY**

NO.	DATE	DESCRIPTION	BY	CHECKED	APPROVED	DATE
1	01/15/2021	PRELIMINARY DESIGN	T. MCGOWAN	N. BANGSER	N. BANGSER	01/15/2021
2	02/01/2021	REVISIONS	T. MCGOWAN	N. BANGSER	N. BANGSER	02/01/2021

Scale: 1" = 40'	North Arrow
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**GHD Inc.**  
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 www.ghd.com

Client: <b>CITY OF RIO DELL</b>	Project: <b>EEL RIVER TRAIL</b>
Project No: <b>1234567</b>	Scale: <b>AS SHOWN</b>
Date: <b>2021-02-01</b>	Sheet: <b>1</b>



**EXHIBIT A**  
**Scope of Services**  
**For**  
**City of Rio Dell's Eel River Trail Project**  
**Permitting, Engineering Design Plans & Specifications, and Construction Support Services**  
**September 15, 2022**

## **UNDERSTANDING**

The City of Rio Dell (City) was recently awarded funding under the Clean California Local Grant Program (CCLGP) for the development and construction of the Eel River Trail project. The project will develop a new 1/4 mile, 10-foot-wide Class I shared-use path along the west bank of the Eel River in the City of Rio Dell. The Eel River Trail will enhance an unofficial footpath that lacks accessibility features and amenities, create a link between two unconnected City streets, and provide the first designated public access point to the Eel River.

At the southern terminus, an improved asphalt parking area with a bioretention feature at the Edwards Drive trailhead will also provide access to the river. At the northern terminus, the Davis Street trailhead improvements include regrading and thinning of dense vegetation. At each end of the trail, directional and interpretive signage, seating, and waste receptacles are envisioned. Along the path interpretive signage and a connection to an existing footpath to the river is planned.

By creating a new active transportation link between Edwards Drive and Davis Street, this project will support bicycling and walking access to the riverfront for residents and visitors alike. Local school children will have the opportunity to learn about the local history and to help clean up and maintain the river bar. The Eel River Trail is an important component of the broader Eureka to Scotia Bike Trail, an inter-community active transportation corridor.

Based on our understanding of the project and the typical project execution approach used by Caltrans who will be administering the grant funds, GHD has developed a scope of services based on the following major permitting and design items:

- Project Management and Grant Reporting Assistance
- Preliminary Engineering Design
- Environmental Documentation
- Right of Way (ROW)
- Plans, Specifications, and Estimate (PS&E)
- Construction Engineering and Environmental Monitoring

These items will be completed through a series of project tasks as further described below.

### **Task 1 – Project Management and Grant Reporting Assistance**

This task includes planning and coordinating the work of the project team, monitoring the project budget and schedule, conducting project team meetings, and implementing the Quality Assurance/Quality Control programs (QA/QC). GHD will also coordinate the work of project subconsultants and will confer with regulatory agencies. GHD will also assist the City by providing GHD invoicing and progress information for grant reporting and grant administration by the City. City staff will review GHD supplied information and will prepare necessary supplemental documentation for all submittals as needed before final submittal to the funding agency.



Deliverables:

- All deliverables will be in electronic format
- Invoices and progress information

## **Task 2 – Preliminary Engineering Design Plans**

GHD will complete the preliminary engineering design plans to a 30% level to provide the technical information to support the environmental documentation process.

The preliminary engineering design will begin with a geotechnical evaluation of the trail route to develop recommendations for design.

In addition, topographic surveying will be completed to provide information for creation of base maps for developing the engineering design.

The overall trail alignment has been cleared by the City and no additional clearing is included in this scope. The survey data will provide information for conducting drainage analysis to help guide erosion control measures.

One location along the alignment was initially identified as potentially needing a bridge at the existing wastewater outfall, however, the goal is to strive to configure the trail grading to avoid the need for a bridge, which will be coordinated with the environmental documentation process.

A 30% set of engineering design plans at 22" x 34" scalable to 11" x 17" will be prepared in electronic format along with a table of contents of anticipated technical specification sections that will be prepared and submitted to the City. The preliminary design drawings will be reviewed with the City and comments will be incorporated into the next submittal.

Deliverables:

- All deliverables will be in electronic format
- Geotechnical evaluation
- 30% engineering design plans and technical specifications table of contents (cost estimates and complete technical specifications will be provided in subsequent submittals)

Assumptions:

- The trail will be designed to eliminate the need for a bridge

## **Task 3 – Environmental Documentation**

Due to the nature of the project to be constructed through a riparian area adjacent to the Eel River, a number of special studies, mitigation plans, and environmental documents and permits are required as further outlined in the following sub tasks:

Assumptions:

- The City of Rio Dell will be the Lead Agency for CEQA
- City of Rio Dell will pay all filling and permit fees
- NEPA will not need to be completed for the project
- Additional assumptions are provided in each sub task

### **Task 3.1 – Cultural Resources Report**

The Archaeological Research and Supply Company (ARSC) will conduct archaeological research within the following scope of work:

1. Conduct background research at the Northwest Information Center.
2. Coordinate with Native American Tribal Historic resource specialists.

3. Conduct an archaeological survey where the trail crosses City-owned properties, APNs 053-011-028-000, 053-011-024-000, 053-011-017-000, 053-011-009-000, 053-011-005-000, 053-051-014-000, Rio Dell, Humboldt County, California.
4. Prepare a Cultural Resources Report of findings.

The Cultural Resources Report will contain:

1. A brief description of the project.
2. A Statement of Qualifications as per the requirements of the National Park Service, published in the Code of Federal Regulations, 36 CFR Part 61.
3. A generally accurate map (7.5' USGS topographic, parcel map or engineers map).
4. A description of the background research, tribal coordination, survey, and the results with recommendations.

Deliverables:

- One electronic copy, MS Word, draft, Cultural Resources Report
- One electronic copy, PDF, final, Cultural Resources Report

Assumptions:

- Site Access will be obtained by the City

**Task 3.2 – Wetlands Delineation**

GHD will investigate the project site for the presence/absence of wetlands and uplands. The wetlands mapping will be limited to areas of the project where impacts are expected to occur and will follow the USACE criteria from their Wetlands Delineation Manual (COE, 1987) and Regional Supplement. A determination of the upland areas will be made based on soil, hydrology (if present), and vegetative parameters (three parameter approach). During the wetlands delineation GHD will record the horizontal location of each upland boundary point (flag) using a Trimble hand-held GPS unit (sub-meter accuracy). GHD will download Trimble data and produce a map of the upland boundary using GIS. The methods, findings, and the final uplands determination map will be included in a Wetlands Delineation Report.

Deliverables:

- One electronic copy, Word, draft, Wetlands Delineation Report
- One electronic copy, PDF, final, Wetlands Delineation Report

Assumptions:

- No federal wetlands will be filled, thus no Sections 404 USACE Permit will be needed
- A USACE Preliminary Jurisdictional Determination (PJD) will not be prepared.
- Wetlands associated with the wastewater discharge ditch will not require mitigation

**Task 3.3 – Botanical Memo**

Due to the anticipated construction schedule planned for the summer of 2023, two botanical surveys were completed in the summer of 2022 under a separate contract. Under this subtask a Botanical memo will be prepared summarizing the findings of the surveys completed in the summer of 2022.

Deliverables:

- One electronic copy, Word, draft, Botanical Memo
- One electronic copy, PDF, final, Botanical Memo

Assumptions:

- No further fieldwork will be needed (use data from fieldwork completed in summer of 2022)

### **Task 3.4 – Preliminary Administrative Draft Initial Study/Mitigated Negative Declaration**

GHD's approach for the CEQA checklist resource categories to be included in the Preliminary Administrative Draft Initial Study/Mitigated Negative Declaration (ISMND) will rely on a variety of relevant technical studies, including biological and cultural resources, as well as general research and professional knowledge of the subject matter. Individual technical studies that will be referenced are listed below in the relevant resource category; however, the list of technical studies is not exclusive to newly discovered additional studies:

Aesthetics – The existing visual setting of the Project site will be described. Visual aspects of the proposed Project components, and available visual simulations will be analyzed with respect to scenic vistas, scenic resources, visual character and quality, and light and glare. This Scope of Work does not include the creation of visual simulations.

Agriculture and Forest Resources – The Project Area will be assessed for potential impacts to agricultural and forest resources. A Land Evaluation and Site Assessment Model (LESA) is not proposed at this time. This analysis will rely on the agricultural conversion analysis.

Air Quality – The potential air quality impacts associated with the Project would be associated with emissions from generators, construction vehicles and equipment, and the projected increase in operational uses, if any, as determined in the Project Description. The North Coast Unified Air Quality Management District requires compliance with best available dust control measures. Dust control measures will be described, and sensitive receptors in the vicinity of work sites will be identified. Emissions will be quantified for construction and operation using CalEEMod and existing VMT data; however, detailed air modeling and analysis is not part of this scope. A Health Risk Assessment is not part of this scope.

Biological Resources – Potential direct and indirect biological resource impacts will be described and, if appropriate, mitigation measures will be identified.

Cultural Resources – Potential cultural resource impacts will be described based on the cultural resource investigation prepared by GHD's sub-consultant.

Energy – The Project's energy utilization will be reviewed in the context of local and statewide energy and energy conservation plans, and will highlight the Project's emphasis on prioritizing renewable energy resources and minimizing the Project's carbon footprint. No offsite upgrades to energy facilities or transmissions are expected.

Geology and Soils – Potential seismic impacts will be identified. Potential erosion impacts associated with Project construction will be described, and if appropriate, mitigation measures will be identified.

Greenhouse Gas Emissions – The existing environmental setting and regulations will be described and analyzed as related to proposed Project activities, which will include greenhouse gas emission calculations using CalEEMod as discussed above in Air Quality. GHD's design engineers will supply the amount, type, and duration of heavy equipment to be used during Project construction and operation to support utilization of the CalEEMod model.

Hazards and Hazardous Materials – A qualitative description of potential hazards and hazardous materials impacts will be provided. GHD will conduct a database search through Environmental Data Resources, Inc. (EDR) and will access the California Department of Toxic Substances Control (DTSC) Cortese List to assess the proximity of known contaminated sites to the work sites. A Phase I ESA is not included in this scope.

Hydrology and Water Quality – Potential impacts of the proposed Project on water quality and hydrology will be identified and mitigation will be included if needed. A hydrology report is not part of this Scope of Work

Land Use and Planning – The existing General Plan Land Use and Zoning designations in the Project Area and regulations affecting the proposed Project will be described and analyzed. GHD will identify inconsistencies with General Plan policies, if any.

Mineral Resources – Existing mineral resources in the Project Area will be identified and analyzed against proposed Project activities.

Noise – The existing noise environment at the Project site will be described and nearby sensitive receptors identified. The potential noise impacts associated with the Project would result primarily from temporary construction activities and are not expected to be significant. GHD will describe Rio Dell's General Plan requirements and its applicability to the Project. A noise study is not part of this scope of work.

Population and Housing – The existing population and housing stock in the Project Area will be described and analyzed for potential effects from the proposed Project. The project is not anticipated to induce population growth.

Public Services – Existing public services (such as fire, police, schools, and parks) in the vicinity of the Project site will be described based on information to be obtained from local service providers.

Recreation – The existing recreational amenities in the Project Area will be described and analyzed for the proposed Project.

Transportation/Traffic – Daily vehicle trips to and from the work site during construction are expected to be minor. No road closures are expected to occur during construction as a result of Project implementation. Potential temporary impacts to roadways and bicycle/pedestrian paths during construction will be described and mitigation measures identified as appropriate. The IS/MND will analyze Project construction related transportation and traffic potential impacts. Post construction transportation related trips are expected to be minor. A Vehicle Miles Traveled (VMT) analysis is not part of this scope of work and operational VMT is assumed not to be an impact that needs analysis under CEQA.

Tribal Cultural Resources – GHD will coordinate with the Regional Water Quality Control Board (CEQA lead agency) regarding the disposition of any tribal cultural resources in the Project Area. GHD assumes that the City will be responsible for Assembly Bill (AB) 52 compliance.

Utilities and Service Systems – Existing utilities in the vicinity of the Project site will be described and potential impacts analyzed.

Wildfire – The risk of the Project to increase wildfire potential in or near State Responsibility Zones will be evaluated along with other factors that may increase exposure to wildfires.

Deliverables:

- One electronic copy, Word, draft, Preliminary Admin Draft ISMND
- One electronic copy, PDF, final, Preliminary Admin Draft ISMND

Assumptions:

- The City of Rio Dell will be the Lead Agency for CEQA
- An ISMND is the appropriate CEQA documentation for the project
- A VMT or Level of Service analysis is not part of this scope of work
- Wildlife Assessment Memorandum not required
- No Federal or State listed plant or animal species will be affected
- A Natural Environmental Study will not be needed.
- The City of Rio Dell will be responsible for AB 52 compliance

**Task 3.5 – Administrative Draft Initial Study/Mitigated Negative Declaration**

Based on one round of comments received on the Preliminary Administrative Draft ISMND, GHD will prepare an Administrative Draft ISMND.

Deliverables:

- One electronic copy, Word, draft, Administrative Draft ISMND
- One electronic copy, PDF, final, Administrative Draft ISMND

Assumptions:

- One round of comments is anticipated from the City

**Task 3.6 – Final “Camera Ready” Initial Study/Mitigated Negative Declaration**

GHD will prepare and submit the Final “Camera Ready” ISMND ready for circulation based on one round of comments received on the Administrative Draft ISMND.

Deliverables:

- One electronic copy, Word, draft, Camera Ready ISMND
- One electronic copy, PDF, final, Camera Ready ISMND

Assumptions:

- One round of comments is anticipated from the City
- City will pay for and publish notice of availability of ISMND
- GHD assumes that a public hearing during circulation of the ISMND will not be required and is not part of this scope of services.

**Task 3.7 – Respond to Comment (Public/Agency) on Draft Initial Study/Mitigated Negative Declaration**

GHD will prepare a response to comments to the ISMND and prepare the Mitigation Monitoring and Reporting Program (MMRP). The ISMND will be referenced, and not updated in the response to comments.

Deliverables:

- One electronic copy, Word, draft, Response to Comment on ISMND Memo
- One electronic copy, PDF, final, Response to Comment on ISMND Memo
- One electronic copy, Word, draft, MMRP
- One electronic copy, PDF, final, MMRP

Assumptions:

- Up to 15 comments will be received on the ISMND
- The ISMND will not be updated as part of the response to comment
- City will pay CDFW/County CEQA filing fee
- City will prepare Finding and Notice of Determination
- Project is assumed to be non-controversial and there will be no significant public concern over project and no significant comments from the public requiring response
- Following GHD’s preparation of the response to comments, the City will Adopt the ISMND along with the Response to Comment Memo at a regular public meeting.

**Task 3.8 – CDFW Lake and Streambed Alteration Agreement Application**

A 1602 Streambed Alteration Agreement Application (LSAA) will be prepared by GHD in accordance with Fish and Game Code section 1602. Sections 1-16 will be completed, where as a District representative is anticipated to sign section 17. It is anticipated a significant amount of existing data will be attached to the permit as produced by the project team (i.e. project description from the ISMND). The draft application will include data similar to what will be included with the RWQCB 401 WDR Application. The draft application will be submitted to the City for review and comment. GHD will incorporate comments received into the final application and complete the 1602 package for submittal. All application materials will be submitted to CDFW and we will coordinate with the local office. It is anticipated that this coordination will continue throughout the permitting process.

Deliverables:

- One electronic copy, Word, draft, LSAA Application
- One electronic copy, PDF, final, LSAA Application

Assumptions:

- Single round of comments from City will be addressed between draft and final version
- City will pay CDFW 1602 Agreement fee

**Task 3.9 – Regional Water Quality Control Board Waster Discharge Application**

GHD will prepare a Waste Discharge Application pursuant to the requirements of the Regional Water Quality Control Board (RWQCB) because of State wetlands (Riparian) impaction associated with the Project. The draft permit application will be submitted to the City for review and comment. All application materials will be submitted to the RWCQB and GHD will coordinate closely with the RWQCB regional office.

Deliverables:

- One electronic copy, Word, draft, Waste Discharge Application
- One electronic copy, PDF, final, Waste Discharge Application

Assumptions:

- City will pay any permit fees associated with this task
- Single round of comments from City and RWQCB will be addressed between draft and final version

**Task 3.10 – Habitat Mitigation and Monitoring Plan**

GHD will develop a Habitat Mitigation and Monitoring Plan (HMMP) as a permit support document, to describe the mitigation associated with project impacts to RWQCB and CDFW regulatory jurisdiction. The HMMP will follow the format established in the USACE San Francisco District's "*Habitat Mitigation and Monitoring Proposal Guidelines*." The HMMP will include a detailed description of the project impacts to riparian habitat and will provide a conceptual plan to mitigate for those impacts, including a description of the implementation and planting plans. The HMMP will also include a description of the project's long-term mitigation site monitoring and maintenance requirements and will provide management recommendations for ongoing maintenance during the monitoring period.

Deliverables:

- One electronic copy, Word, draft, Habitat Mitigation and Monitoring Plan
- One electronic copy, PDF, final, Habitat Mitigation and Monitoring Plan

Assumptions:

- No impacts to wetlands are anticipated, only impacts to riparian habitat are expected
- All riparian creation for impaction will occur onsite

**Task 4 – Right of Way (ROW) Verification**

The City owns all parcels of land where trail improvements are planned, and no additional right of way is anticipated for this project. However, the City must certify that work is completed in areas within existing right of ways. Using existing parcel data, information provided by the City, and topographic survey data developed for the design, GHD will evaluate the location of trail improvements relative to the parcel boundaries. It is assumed that the City will not need to acquire any additional right of way nor obtain any Permit's to Enter and Construct. Since the project will be utilizing State Only Funding (no federal participation), a formal Right of way Certification will not be required or prepared.

Deliverables:

- All deliverables will be in electronic format
- Memorandum regarding right of way for planned trail improvements

## **Task 5 – Plans, Specifications & Estimate (PS&E)**

The preliminary design prepared under Task 2 will be further developed into a bid ready set of plans, specifications, and estimate. The final design features will conform to City's requirements and other applicable standards.

### Plans, Specifications, and Estimates

GHD will work with the City to further develop the project in accordance with the scope, and available funding. The plans, specifications, and estimates will be prepared based on the standards of practice in the industry.

The design documents will include parking, trail, drainage, and related facilities. The Construction plans, specifications and estimate will make up the design set and will be submitted to the City for review at 60%, 90% and Final 100% completion stages. The City will have the opportunity to comment on the 60% and 90% design sets, and the Final 100% will be ready to issue for construction.

#### *Construction Plans*

The Construction Plans will be developed on 22" x 34" sheets that allow scaled reduction to 11" x 17" sheets. The project will be designed using English Standard units in AutoCAD at an appropriate scale utilizing AutoCAD standards, including project folder structures, layer names, line styles and font resources, color tables, etc. All plans will be stamped and signed by a professional engineer and will be used as part of the construction documents. Construction plans are expected to include:

- Title Sheet
- Typical Cross Sections
- Improvement Plans
- Construction Details
- Signage and Striping Plans
- Drainage Plans
- Replanting Plans
- Other sheets deemed necessary to convey the design intent

#### *Technical Specifications*

GHD will prepare technical specifications consisting of Special Provisions to amend and supplement the State of California Department of Transportation (Caltrans) Standard Specifications. Technical Specifications for this project will include information specific to the project and work items, such as order of work, testing and quality control, clearing and grubbing, earthwork, concrete, paving, signs, paving markings, and other major elements of construction. To the extent possible, references will be made to Caltrans Standard Specifications. Specifications will be created for the contractor to prepare the Stormwater Pollution and Prevention Plan (SWPPP).

#### *Construction Estimates*

The engineer's opinion of probable construction costs will be prepared using standard engineering estimate procedures for each design submittal. The opinion of probable cost will include the anticipated cost for the items of work included with the project based on bid results from previous projects or published unit costs available from Caltrans or other sources. Actual construction costs will vary and the low bidder may be higher than the Opinion of Probable Construction Cost due to availability of labor, equipment, materials, market conditions, inflation, and other factors.

#### *Bidding Package*

GHD will prepare the bidding package with assistance from the City including: advertisement for bid, bid schedule, bidding requirements, contract forms, special contract requirements, general conditions, requirements specific to the funding source, technical specifications, and construction plans. Given that there is a fixed budget, the project may be structured with a base bid and additive bid items.

Deliverables:

- All deliverables will be in electronic format
- 60% engineering design plans, technical specifications, and cost estimate
- 90% engineering design plans, technical specifications, and cost estimate
- 100% engineering design plans, technical specifications, and cost estimate
- Bidding package

Assumptions:

- One round of comments is anticipated from the City for the 60% and 90% engineering design deliverables
- The Final 100% engineering design deliverable will be ready to issue for construction. No additional comments are anticipated for 100% design.

## **Task 6 – Construction Engineering and Environmental Monitoring**

GHD will provide construction engineering services throughout the construction of the project. The following construction engineering services will be provided:

- Bidding Period Assistance
- Pre-Construction Assistance
- Construction Management
- Periodic On-Site Construction Observation
- Project Closeout

### **Task 6.1 – Bidding Period Assistance**

Bidding assistance by GHD is based on the following:

- Prepare Advertisement for Bid for the City to publish in a local newspaper
- Provide PDF files of plans and specifications to Builders' Exchanges and the City
- Respond to contractor questions
- Issue Addenda during bidding
- Organize and conduct a pre-bid meeting/conference on site
- Summarize the pre-bid conference and address questions from the conference via addendum
- Organize and conduct a public bid opening at GHD office (also virtually)
- Prepare a bid summary and review contractor bids
- Work with selected contractor on obtaining and verifying bonds and insurance
- Work with City with preparing the contract documents for approval
  - Notice of Award
  - Contract/Agreement
  - Notice to Proceed

Assumptions:

- City to pay all bid advertisement fees

### **Task 6.2 – Pre-Construction Assistance**

Following the award of the project, but prior to the start of construction, GHD will provide the following pre-construction services:



- Review contractor's initial construction schedule for adherence to project requirements and ease of monitoring progress.
- Review contractor's preliminary traffic control plan.
- Review cost of lump sum items breakdowns provided by Contractor.
- Prepare and distribute the pre-construction meeting agenda, conduct meeting, compile meeting minutes and a task list, and distribute to the project team.
- Summarize work and expectations of the City at pre-construction meeting including: contract requirements and coordination required for the completion of the work, roles and responsibilities, schedule of work, submittals, work hours, notifications, Contractor safety responsibilities, coordination with utilities, materials testing, labor and employment compliance.
- GHD will plan for and carry out the Worker Environmental Awareness Program (WEAP) training.

Deliverables:

- One electronic copy, PDF, of WEPA Training Documents (2 events)
- Sign in sheets for WEAP training

Assumptions:

- WEAP training will occur over two (2) visits, within one year of construction

**Task 6.3 – Construction Management**

GHD will provide overall coordination of communication between the Contractor, City, and other parties throughout the course of the project's construction. Many of the items below will involve the input and feedback of the City and others.

- Coordinate Materials Testing and Contract Administration requirements through the course of the project;
- Record working days, non-working days, weather related days, and issue weekly statement of working days;
- Review Contractor monthly payment requests, review differences in payment quantities with contractor, and prepare and submit recommendations of payment requests to City;
- Maintain project records and files as needed for general compliance with funding requirements;
- Attend project meetings and prepare agenda, and document meeting minutes;
- Coordinate and manage Submittal and Shop Drawing reviews and maintain tracking logs;
- Review and respond to Contractor submittals, based upon the plans and specifications;
- Monitor the Contractor's construction schedule and progress for adherence to project schedule, coordinate with the Contractor on planned activities, notify Contractor, and City of any schedule issues identified, review schedule revisions and negotiate time extensions if necessary;
- Coordinate with the Contractor so Contractor can provide City staff with notice for construction activities which may affect or require City resources or coordination.
- Manage Contractor correspondence including Request for Information (RFIs) and Contract Change Order (CCOs) – include technical / engineering assistance and review, maintain logs, prepare and transmit responses and coordinate with other parties to develop responses.
- Submit copy of CCO memorandum and CCOs to the City and Caltrans.
- Attend on-site meetings to address construction issues, prepare agenda and meeting minutes.

**Task 6.4 – Periodic On-site Construction Observation**

GHD will provide the following on-site construction observation services:

- Provide periodic part-time on-site construction observation to review Contractor general conformance with the project plans and specifications. GHD has budgeted for a total of 200 hours of on-site inspection time (including travel time).
- Prepare observation reports including digital photo logs of progress.
- Maintain a set of red line plans depicting changes noted by the construction observer.
- Review traffic control and Contractor activities.

- Review Contractor's erosion and sediment control BMPs.
- Collect and maintain material tags and testing tags/reports.
- Review Certificates of Compliance.
- Reject or Recommend deductions for materials not meeting the project requirements.
- GHD will conduct weekly nesting bird surveys (assumed June 1 through August 14) spanning one construction season, within the Project Area, plus a buffer of 500 feet around the Project Area (if accessible) to document and identify nesting birds in the Project Area. Active breeding birds and nests will be mapped with GPS and flagging will be placed around the next is consultation with CDFW.
- GHD will provide environmental compliance support for activities limited to on-site meetings, preparation of or assistance tracking permit deliverables, carrying out or assisting in required communication with agencies, collaboration with project team to support construction activities, and assisting in permit/CEQA/Biological Conditions and mitigation measures compliance during construction.

Deliverables:

- Period status emails as a warranted, including a map of all avian nest locations observed during the weekly field survey. These deliverables will be provided only during the nesting bird season work, June 15 through August 14

Assumptions:

- Nesting bird surveys will be conducted for two and half months (2.5 months) on a weekly basis for one construction season (anticipated starting June 1, two weeks prior to nesting bird season, through August 14)

**Task 6.5 – Project Closeout**

GHD will complete the following project closeout activities:

- Final walkthrough and punch list
- Prepare and record Notice of Completion
- Prepare Record Drawings from construction red lines provided by the Contractor
- Compile and provide to City in electronic format:
  - Project photo log
  - Submittals
  - Inspection and observation reports
  - Materials testing and inspection records and final reports
  - Meeting records
  - Record Drawings
  - Other relevant project information

Deliverables:

- All deliverables will be in electronic format
- During the course of construction, the City will be provided with periodic progress reports
- Final project documentation will be provided as summarized under Project Closeout

**GENERAL EXCLUSIONS AND ASSUMPTIONS**

This scope of services is based on the tasks described above which are anticipated for the project. The City may need additional services during the process of the project due to increased regulatory issues, unusual public interest, and additional issues identified during the project.

This proposal is based on the following assumptions:

- This scope does not include anything not specifically described above.
- The project design will be based on the conceptual drawings that were included in the successful grant application.

- The scope does not include any pavement or material testing, construction staking.
- The Contractor will prepare the SWPPP.
- The scope of services does not include payment of any fees for applications or permits, or newspaper advertisement/notification fees.
- The scope of services does not include any design changes following the completion of the 100% design submittal.
- The City will complete their review of the plans and prepare any comments they have in a timely manner and will deliver one set of rectified comments to GHD following each review.
- The City will be responsible for overall grant management and Reimbursement Requests. GHD will provide limited support for project progress reporting.
- The project does not include any federal money, and work is not subject to the Local Assistance Procedures Manual nor the Local Assistance Procedures Guidelines.

## PROPOSED WORK SCHEDULE AND MILESTONES

Major Milestones	Tentative Date
Council Authorization	September 20, 2022
Start Preliminary Design and Permitting	September 21, 2022
Complete Preliminary Design	November 16, 2022
City Completes Review of Preliminary Design	November 30, 2022
Complete Preliminary Administrative Draft ISMND	December 23, 2022
Council Adoption of Final ISMND and Response to Comments Memo	March 21, 2023
Complete 60% Design	March 3, 2023
City Completes Review of 60% Design	March 17, 2023
Complete 90% Design	June 16, 2022
City Completes Review of 90% Design	June 30, 2023
Complete 100% Design package Ready for Bidding	July 28, 2023
Bid Opening	August 31, 2023
Start Construction	October 1, 2023
Construction Complete	February 28, 2024
Project Closeout Complete	March 31, 2024
Last Day of Reimbursable Work	June 30, 2024
Final Reimbursement Invoice Due	November 1, 2024

The exact dates for the timeline will depend on the turnaround time on reviews by the City and other agencies. Because of the involvement (reviews) of third-party agencies, we cannot guarantee that the work will be completed per the above schedule. As we move through the design process, we will work with the City and revise the schedule as necessary.



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*675 Wildwood Avenue  
Rio Dell, CA 95562*



TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager

FROM: Karen Dunham, City Clerk

DATE: September 20, 2022

SUBJECT: Conflict of Interest Code Update

**RECOMMENDATION**

Adopt Resolution No. 1550-2022 Adopting Without Revision the City's Conflict of Interest Code

**BACKGROUND AND DISCUSSION**

State law requires Public Agencies to review and if needed, update their Conflict of Interest Codes during even numbered years. A local agency's conflict of interest code must reflect the current structure of the organization and properly identify officials and employees who should be filing Statements of Economic Interests (Form 700). A code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Form 700. It also helps provide transparency in local government as required under the Political Reform Act.

Upon review of the existing Conflict of Interest Code, staff has determined that no update of the current Code is necessary at this time.

**ATTACHMENTS:**

Resolution No. 1550-2022  
Conflict of Interest Code



**RESOLUTION NO. 1550-2022**  
**A RESOLUTION OF THE CITY COUNCIL OF THE**  
**CITY OF RIO DELL ADOPTING WITHOUT REVISION**  
**THE CONFLICT OF INTEREST CODE FOR THE**  
**CITY OF RIO DELL FOR CITY COUNCIL MEMBERS**  
**COMMISSIONERS, OFFICERS, CONSULTANTS,**  
**AND DESIGNATED EMPLOYEES AND**  
**RESCINDING RESOLUTION NO. 1388-2018**

**WHEREAS**, the Political Reform Act, Government Code Section 81000 et. Seq. requires State and Local Government Agencies to adopt conflict of Interest Codes and to review those Codes in even-numbered years to ensure that they are current; and

**WHEREAS**, on March 17, 1981, the Rio Dell City Council enacted Resolution No. 330, Adopting a Conflict of Interest Code for the City of Rio Dell ("City"); and

**WHEREAS**, the current Conflict of Interest Code for the City was last updated by the City Council on September 15, 2020 with adoption of Resolution No. 1463-2020; and

**WHEREAS**, Section 87306.5 of the Government Code states that every agency shall review its Conflict of Interest Code no later than July 1 of each even-numbered year, subject to the provisions of Section 87302(a) and 873203, when necessitated by changed circumstances; and submit amendments to the Code reviewing body (the City Council) no later than October 1 of the same year; and

**WHEREAS**, Title 2 California Code of Regulations Section 18730 contains the terms of a standardized conflict of interest code which will update the City's Conflict of Interest Code and maintain compliance with all new and future regulations adopted by the Fair Political Practices Commission; and

**WHEREAS**, no additional positions have been deemed to make, or participate in the making of, decisions which may have a foreseeable material effect on a financial interest; and

**WHEREAS**, no previously listed positions have been vacated that are needed to be eliminated from the Code; and

**WHEREAS**, Exhibit A as attached herein lists the designated employees subject to the model Conflict of Interest Code (listed as "designated filers"); and Exhibit B identifies

specific financial interests that would be reportable (listed as “disclosure categories”);  
and

**WHEREAS**, this review has been completed and the City Council has determined that no changes are necessary due to changes in the City organization and to comply with state law and that Exhibits A and B attached herein, accurately sets forth the designated positions, and their respective categories of financial interests which should be made reportable and those boards, commissions and committees which should be designated and the respective categories of financial interests which should be made reportable by their members; and

**WHEREAS**, the City of Rio Dell Conflict of Interest Code, incorporated herein accurately sets forth the designated positions and categories of financial interests which should be made reportable.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIO DELL DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. Title 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference, and along with the attached Exhibits in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the City of Rio Dell.

SECTION 2. The following departments and categories are hereby designated to comply with the City’s Conflict of Interest Code as reflected in Exhibit “A.”

APPROVED AND ADOPTED by the City Council of the City of Rio Dell on September 20, 2022 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above to be a full, true and correct copy of Resolution No. 1550-2022 adopted by the City Council of the City of Rio Dell on September 20, 2022.

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

**EXHIBIT A  
DESIGNATED FILERS**

**Designated Positions**

**Disclosure Category**

Mayor	Govt Code §87200 et seq.
City Council Members	Govt Code §87200 et seq.
City Manager	Govt Code §87200 et seq.
City Clerk	1
Finance Director	Govt Code §87200 et seq.
Community Development Director	1
Public Works Director	1
Water/Roadways Superintendent	1
Wastewater Superintendent	1
Chief of Police	1
Planning Commissioners	Govt Code §87200 et seq.

**Consultants**

City Attorney	Govt Code §87200
City Engineer	1,2,3,4

Note: The disclosure category for consultants shall be determined on a case-by-case basis by the City Manager. After written notification is given to the City Council, the City Manager may make a determination as to what disclosure, if any, is required by any particular consultant.

The City Manager may determine in writing that a particular consultant, although a “designated position” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this and, based upon that description, a statement of the extent of disclosure requirement. The City Manager’s determination is a public record and shall be retained for public inspection in the same manner as this Conflict of Interest Code.

Positions designated in Government Code Section 87200 are positions that are subject to the disclosure requirements of the Political Reform Act and are required to file full Statements of Economic Interests (Form 700). These filers shall file Statements of Economic Interests with the City Clerk as the filing officer for the City of Rio Dell. These statements with original signatures are filed with the Fair Political Practices Commission.



**EXHIBIT B  
DISCLOSURE CATEGORIES**

**Category 1**

Persons in this category shall disclose all interests in real property within the City. Real property shall be deemed to be within the City if the property or any part of it is located within or not more than two miles outside the boundaries of the City or within two miles of any land owned or used by the City.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

**Category 2**

Persons in this category shall disclose all investments.

**Category 3**

Persons in this category shall disclose all income, including loans, aggregating \$500 or more received during the reporting period, received from any one source located or doing business within the City or expecting to do business within the City. Gifts aggregating \$50 or more received during the period from any one source located inside or outside the City shall be disclosed. Income received from a public agency need not be disclosed.

**Category 4**

Persons in this category shall disclose all income from and investments in business that manufacture or sell services and/or supplies of the type utilized by the City and associated with the job assignment of designated positions assigned in this disclosure c

**EXHIBIT C  
DETERMINATION OF CONSULTANT  
DISCLOSURE FILING REQUIREMENTS**

I, \_\_\_\_\_, City Manager of the City of Rio Dell, hereby determine that the following "Consultants" are retained by the City of Rio Dell to serve in a decision-making capacity, and are required to file statements of economic interest and provide financial disclosure within the following categories:

CONSULTANT NAME/COMPANY	DISCLOSURE CATEGORIES
_____	_____
_____	_____
_____	_____
_____	_____

**EXEMPTION/WAIVER**

I further determine that the following "Consultants" range of duties are limited in scope and are herewith granted an exemption/waiver from filing a disclosure statement under the City of Rio Dell Conflict of Interest Code.

CONSULTANT NAME/COMPANY	PROJECT/DUTIES
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

City Manager

Date

**CONFLICT OF INTEREST CODE  
OF THE  
CITY OF RIO DELL**

**Section 100 - Purpose**

Pursuant to the provisions of the Government Code Sections 87300 *et seq.* The City of Rio Dell hereby adopts and incorporates by reference Regulation 2 of the California Code of Regulations, Section 18730. (title 2, Division 6) and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Exhibits A, B And C, in which members and employees are designated and disclosure categories are set forth, which constitutes the Conflict of Interest Code of the City of Rio Dell. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974. (Government Code Section 81000 *et. Seq.*). The provisions of this Code are additional to Government Code Section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Code shall be interpreted in a manner consistent therewith.

**Section 200 – Designated Positions**

The positions listed on Exhibit A are designated positions within each city department and/or division. Officers and employees holding those positions are designated employees and are deemed to make, or participate in the making of, decisions which may have foreseeable material effect on a financial interest.

**Section 300 – Disclosure Statements**

Designated positions shall be assigned to one or more of the disclosure categories set forth on Exhibit B. Each designated employee shall file an initial Statement disclosing that employee's interest in investments and real property, and thereafter an Annual Statement disclosing said employee's interest in investments, real property and income designated as reportable under the category to which the employee's position is assigned on Exhibit A.

**Section 400 – Place and Time of Filing**

- (a) All designated employees required to submit a Statement of Economic Interests Form 700 shall file the original, on the form provided (per Section 500 of this Code), with the City Clerk's Office.
- (b) A designated employee required to submit an initial Statement of Economic Interests Form 700 shall submit the statement within thirty (30)

days after the effective date of this Code.

- (c) Merit service employees appointed, promoted or transferred to designated positions shall file an Assuming Office Statement within thirty (30) days after date of assuming the designated position.
- (d) All other employees appointed, promoted or transferred to designated positions shall file an Assuming Office Statement not less than thirty (3) days after assuming the designated position.
- (e) Annual Statements shall be filed with the City Clerk's Office no later than the 1<sup>st</sup> day of April of each year by all designated employees. Such statements shall cover the period of the preceding calendar year.
- (f) A Leaving Office Statement shall be filed within thirty (30) days after leaving a designated position. Such statements shall cover the period from the closing date of the last statement filed to the date of leaving the position.
- (g) Individuals who resign designated positions within thirty (30) days following initial appointment are not deemed to assume or leave office, provided that during the period between appointment and resignation, the individual did not make, participate in making, or use the position to influence any decision of the City or receive, or become entitled to receive any form of payment by virtue of being appointed to the position.
- (h) A designated employee required to file a Statement of Economic Interests Form 700 with any other agency, which is within the same territorial jurisdiction as the City and disclosure requirements are identical, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate statement.
- (i) "Consultant" as identified by FPPC Regulation 16700, is herewith added to the list of designated employees and such persons shall disclose pursuant to the broadest disclosure category in the Code, subject to the limitations stated in Exhibit C attached hereto.

### **Section 500 – Form for Statements of Economic Interests**

Statements of Economic Interests shall be made on a form supplied by the Fair Political Practices Commission (FPPC), and such form shall be made available by the City Clerk's Office.

### **Section 600 – Definitions**

## GIFT

- (a) “Gift” means, except as provided in subdivision (b), any payment to the extent that consideration of equal or greater value is not received and includes a rebate or discount in the price of anything of value unless the rebate or discount is made in the regular course of business to members of the public without regard to official status. Any person, other than a defendant in a criminal action, who claims that a payment is not a gift by reason of receipt of consideration has the burden of proving that the consideration received is of equal or greater value.
- (b) The term “gift” does not include:
- (1) Informational materials such as books, reports, pamphlets, calendars or periodicals. No payment for travel or reimbursement for any expenses shall be deemed “informational material”;
  - (2) Gifts which are not used and which, within thirty (30) days after receipt, are returned to the donor or delivered to a charitable organization without being claimed as a charitable contribution for tax purposes;
  - (3) Gifts from an individual’s spouse, registered domestic partner, child, parent, grandparent, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin or the spouse or registered domestic partner of any such person; provided that a gift from any such person shall be considered a gift if the donor is acting as an agent or intermediary for any person not covered by this paragraph;
  - (4) Campaign contributions required to be reported under Sections 84100-84400 of the Government Code.
  - (5) Any devise or inheritance.

## INCOME

- (a) “Income” means, except as provided in subdivision (b), a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse or registered domestic partner. Income also includes an outstanding loan, income of an individual also includes a pro rate share of any income of any business entity or trust in which the individual or spouse or registered domestic partner owns, directly, indirectly or beneficially, a 10 percent

interest or greater. "Income," other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other action is required under this Code.

- (b) "Income" also does not include:
- (1) Campaign contributions required to be reported under Sections 84100-84400 of the Government Code.
  - (2) Salary and reimbursement for expenses or per diem received from a state, local or federal government agency and reimbursement for travel expenses and per diem received from a bona fide educational academic or charitable organization.
  - (3) Any devise or inheritance.
  - (4) Interest, dividends or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy payments received under any insurance policy, or any bond, or other debt instrument issued by any government or governing agency.
  - (5) Dividends, interest or any other return on a security which is registered with the Securities and Exchange Commission of the United States government.
  - (6) Redemption of a mutual fund.
  - (7) Alimony or child support payments.
  - (8) Any loan or loans from a commercial lending institution which are made in the lender's regular course of business on terms available to members of the public without regard to official status if:
    - (A) Used to purchase, refinance the purchase of, or for improvements to the principal residence of filer; or
    - (B) The balance owned does not exceed ten thousand dollars (\$10,000).
  - (9) Any loan from an individual's spouse, registered domestic partner, child, parent, grandparent, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin or the spouse or registered domestic partner of any such person; provided that a loan from any such person shall be considered income if the lender is acting

as an agent or intermediary for any person not covered by this paragraph;

- (10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status, so long as the balance owed to the creditor does not exceed ten thousand dollars (\$10,000).
- (11) Payments received under a defined benefit pension plan qualified Under Internal Revenue Code Section 401(a).

### **INTEREST IN REAL PROPERTY**

"Interest in real property" including any leasehold, beneficial or ownership interest or any option to acquire such an interest in real property located in the City owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family in the fair market value of the interest is two thousand dollars (\$2,000) or more. Interests in real property of any individual includes a pro rata share of interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10 percent interest or greater.

### **INVESTMENT**

"Investment" means any financial investment in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any statement or other action is required under this Code. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and/Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or governmental agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10 percent

interest or greater. The term “parent subsidiary or otherwise related business entity” shall be specifically defined by regulations of the commission.

### **CONSULTANT**

“Consultant” means any individual who, pursuant to a contract with the state or local government agency.

- (a) Makes a governmental decision whether to:
  - (1) Approve a rate, rule or regulation;
  - (2) Adopt or enforce a law;
  - (3) Issue, deny, suspend, or revoke any permit, license, application, Certificate, approval, order or similar authorization or entitlement;
  - (4) Authorize the agency to enter into, modify, or renew a contract provided it is the type of content which requires agency approval;
  - (5) Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract;
  - (6) Grant agency approval to a plan, design, report, study, or similar item;
  - (7) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or
- (b) Serves in a staff capacity with the agency and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency’s Conflict of Interest Code.

### **Section 700 – Disqualification**

Designated employees shall disqualify themselves from making or participating in the making or in any way attempting to use their official position to influence a governmental decision when it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on:

- (a) Any reportable investment;
- (b) Any interest in real property;
- (c) Any reportable source of income, other than loans by a commercial lending



institution in the regular course of business, aggregating five hundred dollars (\$500) or more in value provided to, received by or promised to the designated employee within twelve (12) months prior to the time when the decision is made;

- (d) Any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management.
- (e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating five hundred dollars (\$500) or more in value provided to, or promised to the designated employee within twelve (12) months prior to the time when the decision is made.

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

Ref#	Date	Vendor	Description	Amount
11221	8/03/2022	[3975] AT&T - 5709	FAX LINE EXPENSES FOR JULY 2022-PD, FAX LINE EXPENSES FOR JULY 2022-CITY HALL	57.84
11222	8/03/2022	[7224] BRETT, AGEANA	REFUND DEPOSIT	61.15
11223	8/03/2022	[7433] CC CATERING	Reception Catering for New Police Chief	400.00
11224	8/03/2022	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR AUGUST 2022	5,766.66
11225	8/03/2022	[7425] CIVICPLUS LLC	Municode Meetings: Premium One-Time Build Cost & Annual; Custom Agenda/Minutes Templates; Hub Stand Along Purchase	4,240.00
11226	8/03/2022	[2283] COASTAL BUSINESS SYSTEMS	DOCSTAR ANNUAL SOFTWARE LICENSE AGREEMENT 8/8/22 TO 8/7/23	1,840.00
11227	8/03/2022	[2405] FORTUNA ACE HARDWARE	12' Tie-Downs	43.39
11228	8/03/2022	[2457] HUMBOLDT COUNTY CLERK-RECORDER	Copies for Code Enforcement	6.00
11229	8/03/2022	[2471] Humboldt Waste Management Authority	Hazardous Waste - Butane Aerosols	50.00
11230	8/03/2022	[2501] KEENAN SUPPLY	Strap SRV Saddles	1,100.38
11231	8/03/2022	[5695] LATHAN, JESSE	REFUND CUSTOMER DEPOSIT	174.35
11232	8/03/2022	[2551] MIRANDA'S ANIMAL RESCUE	Animal Control for July 2022	1,900.00
11233	8/03/2022	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD, MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD	518.41
11234	8/03/2022	[2569] NORTH COAST LABORATORIES, INC.	BOD/NFR	130.00
11235	8/03/2022	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR AUGUST 15 THROUGH SEPTEMBER 15, 2022; AND SECURITY GATEWAY FOR PD	1,280.00
11236	8/03/2022	[6349] RECOLOGY EEL RIVER	Garbage Bags Month of July 2022	29.91
11237	8/03/2022	[2659] RIO DELL PETTY CASH	Month of July: Operating Supplies	25.24
11238	8/03/2022	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR AUGUST 2022	137.60
11239	8/03/2022	[2772] WENDT CONSTRUCTION, INC	Install New Sewer Lateral w/ Cleanout @ 65 Davis St, Replace Water Service	13,510.00
11240	8/10/2022	[0576] 101 AUTO PARTS	Coil Pin, Coupler, Adapter, Cut-Off 35, Diamond Cutoff Wheel, Switch, Fitting, Z Hose End Fittings, Wash & Wax 128oz	143.10
11241	8/10/2022	[4937] CA DEPARTMENT OF TRANSPORTATION	SIGNALS & LIGHTING BILLING APRIL 2022 THROUGH JUNE 2022	272.08
11242	8/10/2022	[3206] CALIFORNIA POLICE CHIEFS ASSOCIATION	Membership Renewal - Chiefs - 1-12 Staff (through June 30, 2023)	200.00
11243	8/10/2022	[4181] CSMFO	MUNICIPAL	110.00
11244	8/10/2022	[2405] FORTUNA ACE HARDWARE	BRUSH SET 6PC, CHAIN CABLE, BARN & FENCE RED 1GAL, LINK CHAIN, ACE BEST W4 TRAYSET 3PC, Cobweb Brush, Wash n Wipe, Glass Cleaner Liquid, Floor Squeegee, Handle Tape	182.37
11245	8/10/2022	[5052] GHD, INC	For Professional Services Rendered Through 7/30/2022; SRTS Safety Improvement & Community Outreach Project	225.60
11246	8/10/2022	[2501] KEENAN SUPPLY	Concrete Traffic Valve and Utility Boxes	4,172.72
11247	8/10/2022	[2570] NILSEN COMPANY	Salt Softner Solar 40#	2,053.45
11248	8/10/2022	[2569] NORTH COAST LABORATORIES, INC.	BOD/NFR, Haloacetic Acids, Coliform Presence/Absence; Pick Up Charge; Total Coliform Bacteria 3X5	415.00
11249	8/10/2022	[7167] NORTH PACIFIC CARDIOLOGY MEDICAL	Pre Employment Exam	45.00
11250	8/10/2022	[5253] REGAL FORMS	Appearance Ticket	850.00

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

Ref#	Date	Vendor	Description	Amount
11251	8/10/2022	[5376] SCOTTY'S CUTTERS EDGE	hrx2117wa Honda Lawn Mower Serial #1493404	976.49
11252	8/10/2022	[3372] SPECIALTY TRAFFIC SYSTEMS	Detour Signs, Open Trench Cone Insert	103.30
11253	8/10/2022	[6825] SUDDENLINK	INTERNET SERVICES AUGUST 2022	900.00
11254	8/10/2022	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR JULY 2022	1,546.00
11255	8/10/2022	[2779] WILDWOOD SAW	5 Air Filters	65.05
11256	8/17/2022	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 7/30/2022	120.00
11257	8/17/2022	[2346] DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT	Form 433A (Rev. 10/2011) for 053-104-009	22.00
11258	8/17/2022	[5052] GHD, INC	Professional Services Rendered Through 7/30/2022 -City Engineer Services	2,748.88
11259	8/17/2022	[6486] GREEN TO GOLD ENTERPRISES LLC	Gorilla Super Glue	6.84
11260	8/17/2022	[2457] Humboldt County Clerk-Recorder	Copies for Drainage Project Between Ogle and Bellevue Ave., Copies for Code Enforcement	12.00
11261	8/17/2022	[2471] Humboldt Waste Management Authority	Edgar and Associates local jurisdictions SB1383 contract agreement	3,000.00
11262	8/17/2022	[2501] KEENAN SUPPLY	Sewer Lids	437.84
11263	8/17/2022	[2569] NORTH COAST LABORATORIES, INC.	Pick Up Charge, Total Coliform Bateria 3X5	90.00
11264	8/17/2022	[3343] PITNEY BOWES RESERVE ACCOUNT	Postage Purchased for Reserve on 8.12.2022	400.00
11265	8/17/2022	[2693] SHELTON'S AUTO LUBE	Oil Change '17 Ford Police Interceptor	178.68
11266	8/17/2022	[7185] STAPLES ADVANTAGE	HP 962 Ink Cartridge	105.48
11267	8/17/2022	[7325] WHYTE, MATTHEW	Refund Deposit	82.13
11268	8/17/2022	[2744] JULIE WOODALL	Mileage Reimbursement for Humboldt Transit Authority Meeting	31.94
11269	8/24/2022	[7054] DOOLEY ENTERPRISES, INC.	223 55gr Ranger Pointe and 40 S&W 180gr Ranger T	2,678.96
11270	8/24/2022	[2356] DOWNEY BRAND LLP	Permitting and Regulatory Issues; for Services Rendered Through July 31, 2022	80.00
11271	8/24/2022	[3782] Eureka-Humboldt Fire Extinguisher Co.	New Co2 Fire Extinguisher, Install, and Fuel Surcharge	340.16
11272	8/24/2022	[2405] FORTUNA ACE HARDWARE	Distilled Water, Dry Erase Markers, LED Work Lights, LED Vintage String Lights	164.43
11273	8/24/2022	[6486] GREEN TO GOLD ENTERPRISES LLC	Shop Towel	1.83
11274	8/24/2022	[2437] HACH	3 Reagent Set, Chlorine Free CL17; 3 Reagent Set, Chlorine Total CL17;	536.33
11275	8/24/2022	[7220] LARRY WALKER ASSOCIATES, INC.	City of Rio Dell SSMP Audit; for Services Rendered Through 7/31/2022	1,254.00
11276	8/24/2022	[2569] NORTH COAST LABORATORIES, INC.	BOD/NFR, Coliform Presence/Absence, Pick Up Charge	200.00
11277	8/24/2022	[6100] NORTHERN CALIFORNIA GLOVE	High Visibility Clothing and Boots	616.92
11278	8/24/2022	[4393] NYLEX.net. Inc.	Estimate 4476162: Lenovo Thinkcentre M70T core i7 16GB 1TB HD Intel SSD 1TB to Replace Hilda (Computer)	1,727.95
11279	8/24/2022	[2319] OPTIMUM BUSINESS	PUBLIC WORKS INTERNET & CITY HALL/PD/PW PHONE SERVICES 8/10/22 - 9/9/22	1,092.42
11280	8/24/2022	[6806] PINTERMEDIA LLC	MONTHLY WEB HOSTING FEE FOR SEPTEMBER	30.00
11281	8/24/2022	[4570] SHRED AWARE	Shredding	72.10
11282	8/24/2022	[2754] US CELLULAR	MONTHLY SERVICE FOR SAFETY PHONE 08/08-09/02/2022	57.90
11283	8/31/2022	[5781] CALIFORNIA BUILDING OFFICIALS	Conf. Code #eIEUFH95; Ed Week North registration - San Ramon	645.00
11284	8/31/2022	[4697] AMANDA CARTER	Reimbursement for LOCC Point Arena Conference	64.23
11285	8/31/2022	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 8/12/2022	120.00
36	8/31/2022	[2385] EUREKA READYMIX	3/4 Base 25.60 tons	406.87

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

Ref#	Date	Vendor	Description	Amount
11287	8/31/2022	[2386] EUREKA RUBBER STAMP CO.	2X10 Walnut 2 line name plate, 3/4x4 glossy gold/bk name plate, 1 wood desk holder	82.95
11288	8/31/2022	[6577] EVERBRIDGE, INC.	Nixle Engage; Q-110049	3,000.00
11289	8/31/2022	[2407] FORBUSCO LUMBER	94# Cement	101.83
11290	8/31/2022	[2405] FORTUNA ACE HARDWARE	1gal Green Paint, Paint Brushes, Paint Cups	70.03
11291	8/31/2022	[5765] GARNES, DEBRA	Reimbursement for LOCC Point Arena Conference	185.00
11292	8/31/2022	[6486] GREEN TO GOLD ENTERPRISES LLC	Wood Screws	10.76
11293	8/31/2022	[2437] HACH	Cable Assembly	96.63
11294	8/31/2022	[6008] SABRINA M LUMPKIN	Reimbursement: Paul Live From New York Pizza for Monthly PD Staff Meeting/Training	66.12
11295	8/31/2022	[5934] NORTH COAST JOURNAL, INC	Reimagine Rio Dell	300.00
11296	8/31/2022	[2662] RIO DELL-SCOTIA CHAMBER OF COMMERCE	Facade Improvement Reimbursement	6,532.00
11297	8/31/2022	[7185] STAPLES ADVANTAGE	Neon Pink Labels	36.95
11298	8/31/2022	[6539] TRESIDDER, ERIN	CUSTOMER REFUND DEPOSIT	6.96
11299	8/31/2022	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR SEPTEMBER 2022	391.07
<b>Total Checks/Deposits</b>				<b>71,736.28</b>

Ref#	Date	Vendor	Description	Amount
791853	8/03/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMA-RC/MISSIONSQUARE RETIREMENT ONLINE PAYMENT FOR PPE 07/29/2022	-11,390.00
9837144	8/04/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR ALLIED ADMINISTRATORS-DELTA DENTAL ONLINE PAYMENT FOR SEPT. 2022.	-2,292.02
682-912	8/08/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 07/29/2022	-3,335.60
613507	8/08/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 07/29/2022	-17,924.24
362249	8/09/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE ONLINE PAYMENT FOR JULY 2022.	-1,001.54
2913535	8/10/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR WEXBANK/SHELL FUEL COMPANY ONLINE PAYMENT FOR JULY/AUG FY2022-2023	-4,063.02
799235	8/16/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR MISSIONSQUARE RETIREMENT ONLINE PAYMENT FOR PPE 08/12/2022	-11,737.37
9837154	8/17/2022	ELECTRONIC FUNDS TRANSFER	EFT: ONE-TIME ONLINE PAYMENT FOR CARDX READERS IN THE FRONT OFFICE	-240.00
9837149	8/18/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR BENEFIT BRIDGE/PUBLIC AGENCY COALITION ONLINE PAYMENT FOR SEPT. 2022.	-26,439.73
9837148	8/18/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR ONLINE DEARBORN LIFE INSURANCE PAYMENT FOR SEPTEMBER 2022.	-382.50
9837150	8/18/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR AUGUST 2022.	-28,805.63
9837151	8/22/2022	WITHDRAWALS	BANK ANALYSIS FEE FOR AUGUST 2022	-377.79
9837153	8/22/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR BANK OF AMERICA CREDIT CARDS ONLINE PAYMENT FOR JULY/AUGUST 2022	-2,340.30
9837152	8/22/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE PAYMENT FOR SEPTEMBER 2022.	-402.04
361-312	8/22/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 08/12/2022	-3,125.78
1857943	8/22/2022	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 08/12/2022	-16,288.78
<b>Total EFT's /Bank Withdrawals</b>				<b>-130,146.34</b>

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

Ref#	Date	Vendor	Description	Amount
TRX TO PR	8/4/2022	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 07/29/2022.	-44,737.67
TRX TO CDBG	8/9/2022	TRANSFER FROM CHECK TO CDBG ACCOUNT	TRANSFER YEAR END CDBG ACCOUNT RECONCILIATION FOR FY 2021-2022.	-166,588.44
TRX TO PR	8/18/2022	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 08/12/2022	-41,521.47
<b>Total Transfer Between Accounts</b>				<b>-252,847.58</b>

Ref#	Date	Vendor	Description	Amount
331871	8/31/2022	WITHDRAWAL	DEBIT CARD - US POSTAL SERVICE POSTAGE FOR U/B BILLS FOR AUGUST 2022	-495.24
<b>Debit Card Withdrawal</b>				<b>-495.24</b>



## **Staff Highlights – 2022-09-20**

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### **City Council**

#### **City Manager**

Three new Tesla batteries have been installed at City Hall. The City Hall energy project is now complete with the installation of the solar panels, backup generator and energy storage system.

Redwood Coast Energy Authority (RCEA) has provided the City with multiple energy efficiency kits and LED lightbulbs. Residents can claim a free light bulb at City Hall by bringing in and disposing of an older style incandescent bulb. Additionally, they can receive a free efficiency kit that includes additional bulbs, water saving technology, and other systems to increase home efficiency. Residents are being encouraged (but not required) to also “Light the Night” by using this efficient outdoor lighting at night to help deter crime and identify crime when it is occurring.

#### **City Clerk**

Processed One (1) Building Permit Application

136 Second Ave. – Residential Repairs

Processed One (1) Business License Application:

Staimbrock Handyman Service

Processed One (1) Encroachment Permit Application:

297 Ogle Ave. – Driveway Construction

Misc:

Submitted CHF-CIRB Building Permit Report for August

Codification of Ordinances Nos. 383-395

Completed LAWCX Survey for SCORE

Reviewed and responded to Elections Department regarding ballot language

Responded to one Records Request

Submitted September Employment Data to Bureau of Labor Statistics

#### **City Attorney**



**Human Resources, Risk & Training**

**Finance Department**

**Public Works Water**

Repaired Leak on the Service at 875 Rio Dell Ave.

Repair Solar system / Scada equipment at Painter St Tank.

Repaired leaks on Belleview Ave (3 Leaks).

Fixed irrigation leak on Wildwood Ave.

Repair leak on Martin Dr.

Repair leak at 526 2<sup>nd</sup> Ave.

Move service on 520 1<sup>st</sup> Ave

Rio Dell Metro Wells online 9/15/22 – Ongoing

Flush Water Mains connected to Wells Transmission line.

Repair Water leak on 1054 Upper Monument Rd.

**Public Works Wastewater**

Waste water operator/OIT have been jetting manholes around town.

**Public Works Streets, Buildings and Grounds**

Mowed and weed eat road easement going to the Painter St Tank site.

Mowed North and South Gateway, Blue Star, Memorial and Davis Park.

Roadside mowing with Wendt Construction.

Tree trimming throughout city.

Weeded corner of Pacific/Birch St.

Weeded Edwards Dr., Monument Habitat Site and scraped weeds of the sidewalk and curb.

Stockpile top soil at the Corp Yard for future projects.



Scraped away weeds, edged sidewalk and mowed City Hall.

Painted curb red on the corner of Wildwood/ Davis crosswalk.

Parts order for water meters and G5 boxes.

Sprayed vinegar mixture on slurry seal project locations.

Repair sink hole at 333 Painter St

Repair sink hole at 965 Riverside

Remove failed culvert at Stream and Ogle Ave.

**Public Works City Engineer**

**Public Works Capital Projects**

**Police Department**

The Department had the following statistics for the period of August 31 to September 13, 2022. The summation of Calls for Service may greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Allen	18	2	0
Conner	1	0	0
Beauchaine	0	0	0
Landry	67	11	7
Burns	44	6	2
Johnson	50	6	1
Felder	21	2	0
Clark	40	1	N/A
Totals	219	28	10
Averages	15.7 per day	14.0 per week	5.0 per week
2021 Yearly Average	15.6 per day	14.2 per week	5.7 per week

**Calls for Service at 355 Center Street**

Type	Date	Time	Location	Primary Unit	Case #
FI	09/01/2022	00:44:21	355 CENTER ST	R615	
FOOT	09/03/2022	02:40:45	355 CENTER ST	R615	
CIVILP	09/03/2022	04:02:54	355 CENTER ST	6S2	
415	09/07/2022	20:58:28	355 CENTER ST	R615	
FOOT	09/09/2022	20:10:48	355 CENTER ST	6S2	





TS	09/09/2022	21:24:02	355 CENTER ST	R615	22-0000497
VI	09/10/2022	16:58:01	355 CENTER ST	6S2	
VI	09/10/2022	19:32:48	355 CENTER ST	6S2	
459A	09/11/2022	08:30:47	355 CENTER ST	6A1	
488R	09/13/2022	15:35:54	355 CENTER ST	6R9	22-0000504

FI – Field interview or pedestrian contact

VI – Vehicle investigation

415 – Argument or general disturbance

Foot – Foot patrol

CIVILP – Non-criminal civil issue

TS – Traffic stop

459A – Burglary alarm

488R – Theft report

R615 – Officer Liam Burns

6S2 – Corporal Crystal Landry

6R9 – Officer Charlie Fielder

6A1 – Chief Greg Allen

During the period of August 31 to September 13, 2022, there were twelve calls for service related to animal control issues. Two dogs were transported to Miranda's Rescue. Both were relinquished to the Department by their owners and, consequently, are immediately available for adoption.

Sergeant John Beauchaine is on medical leave recovering from surgery.

On September 5, 2022, a resident of Meadowbridge was alerted that his surveillance camera had detected motion in his driveway just after midnight. The man checked the video and saw that there was a man trying to get into his locked vehicle. The resident got dressed and went outside. He saw the same man rummaging through a neighbor's truck and called the police. Corporal Landry responded and located the suspected thief several blocks away. The caller agreed to make a citizen's arrest and the suspected thief was taken into custody for prowling. He had several items in his pockets that Corporal Landry photographed. These pictures were then shown to several people who reported that their unlocked vehicles had been entered during the night. Most of the items turned out to be stolen. Those cases were also submitted to the District Attorney's Office for prosecution.

On September 10, 2022, Corporal Landry received a request from a father to do a welfare check on his son. The father had received a picture from his son that tended to indicate that he had been the victim of an assault. Corporal Landry located the young man and confirmed that he had been struck several times by another youth of the same approximate age. Corporal Landry contacted the other young man who claimed that the victim started the fight. He then showed Corporal Landry a video on his phone to corroborate his version. However, the video did not include all of the event and clearly showed the attacker strike the other young man several times as he attempted to walk away. Corporal Landry was able to recover the victim's hat which had fallen from his head during the assault. The attacker was cited for assault and battery as well as theft. The report will be forwarded to Juvenile Probation.



During the period of August 31 to September 13, 2022, the Department opened five new cases dealing with inoperable, junk, unregistered, or illegally parked vehicles. In the same time period, the Department closed seven such cases. One of the cars were towed by the City, while the remaining violations were cleared by the vehicle owners. There were five open cases as of the end of this reporting period.

During the period of August 31 to September 13, 2022, the Department opened seven new code enforcement case and closed four. Five of the new cases dealt with excessive vegetation and/or solid waste with another being for improper parking and the last for animal control issues. One of the closed cases was determined to be unfounded, one with substandard housing and the other two dealt with excessive vegetation. There were 50 open cases at the end of this reporting period.

### **Community Development Department**

#### **Intergovernmental**

#### **Humboldt-Rio Dell Business Park**



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

September 20, 2022

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Presentation from CalTrans on the Replacement and Modifications to Northbound US 101 Bridge Known as 'The Mudgett Bridge'

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation, comment.

BACKGROUND AND DISCUSSION

CalTrans is returning with another update on the bridge replacement. This update also includes the conceptual art designs for the bridge.

///



*District 1*

1

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



# City of Rio Dell Project Update



After tonight's presentation there will be an opportunity for questions.

*District 1*

2

01-0A111 HUM-101 --R53.7/M54.2  
Eel River Bridge Seismic Retrofit





# Eel River Seismic Retrofit

01-HUM-101 PM R53.7/M54.2

**Marie Brady**, Project Manager

**Daniel Stiles**, Project Engineer

**Daniel Bornman**, Construction Engineer

**Zachary Larson**, Environmental Coordinator

**Michael Bergman**, Structures Engineer

*District 1*

3

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



# INTRODUCTION

BY: Marie Brady, Project Manager

*District 1*

4

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



## Eel River Seismic Retrofit Project

- **Project Purpose**
  - Perform partial Seismic Retrofit of the North Frame
  - Replace South Frames of the Bridge
- **Project Need**
  - Identified as bridges with seismic vulnerabilities
  - Repair and improve the structural integrity during a seismic event
- **Project Cost**
  - Programmed Construction Cost Currently Approximately \$62 Million

*District 1*

5

01-0A111 HUM-101-R53.7/M54.2  
Eel River Bridge Seismic Retrofit





## PROJECT SCHEDULE

- Circulation of Draft Environmental Document for Public Comment. October 2022
- Complete Environmental Phase May 2023
- Begin Advertising for Bids August 2025
- Start of Construction Spring 2026
- Estimated Completion Fall 2028

*District 1*

6

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



# DESIGN

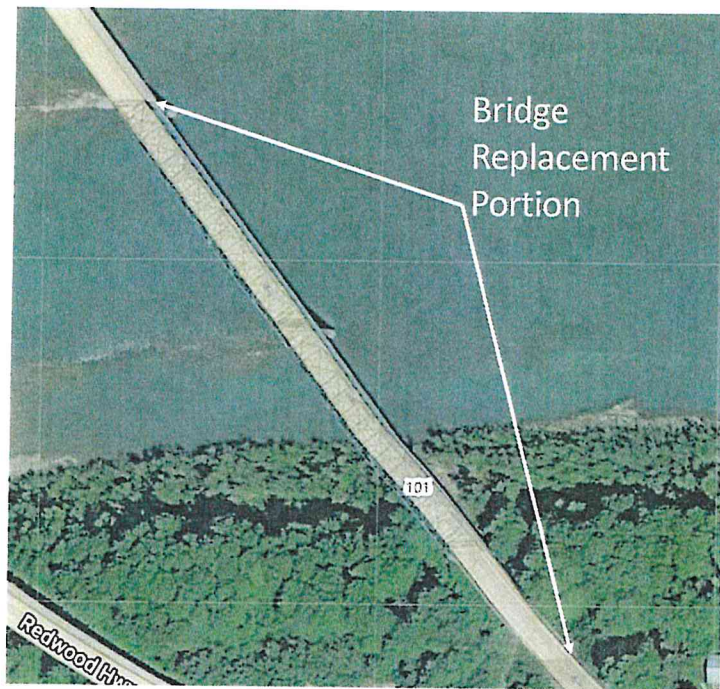
*District 1*

7

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



## Bridge Replacement



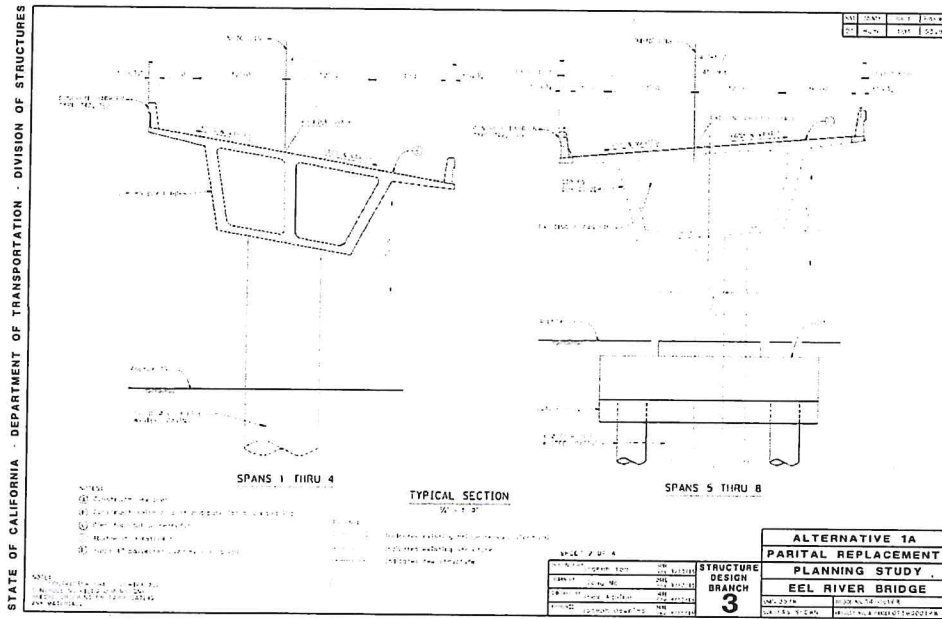
*District 1*

8

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



# Conceptual Design Only



District 1

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



# Bridge Retrofit



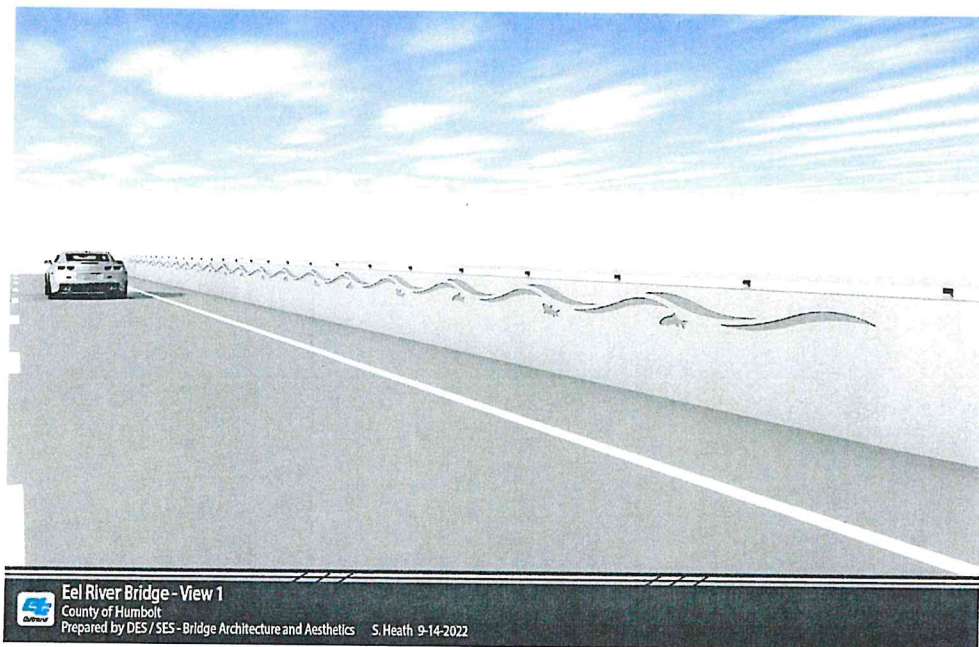
District 1

10

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Eel River Bridge Seismic Retrofit



## Proposed Aesthetic Barrier Treatment – Inside Barrier



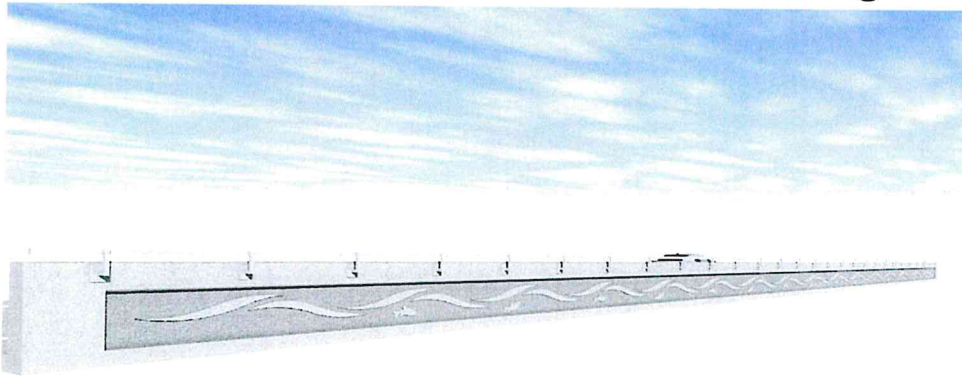
District 1

11

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Eel River Bridge Seismic Retrofit



# Proposed Aesthetic Barrier Treatment – Outside Looking from the River



 Eel River Bridge - View 2  
County of Humboldt  
Prepared by DES / SES - Bridge Architecture and Aesthetics S. Heath 9-14-2022

*District 1*

12

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



- Estimated Construction Start: Spring 2026
- Approximate Duration: 3 Years
- Anticipated Traffic Control
  - Detour Traffic on the Parallel Structure



*District 1*

13

01-0A111 HUM-101 –R53.7/M54.2  
Eel River Bridge Seismic Retrofit





# Environmental

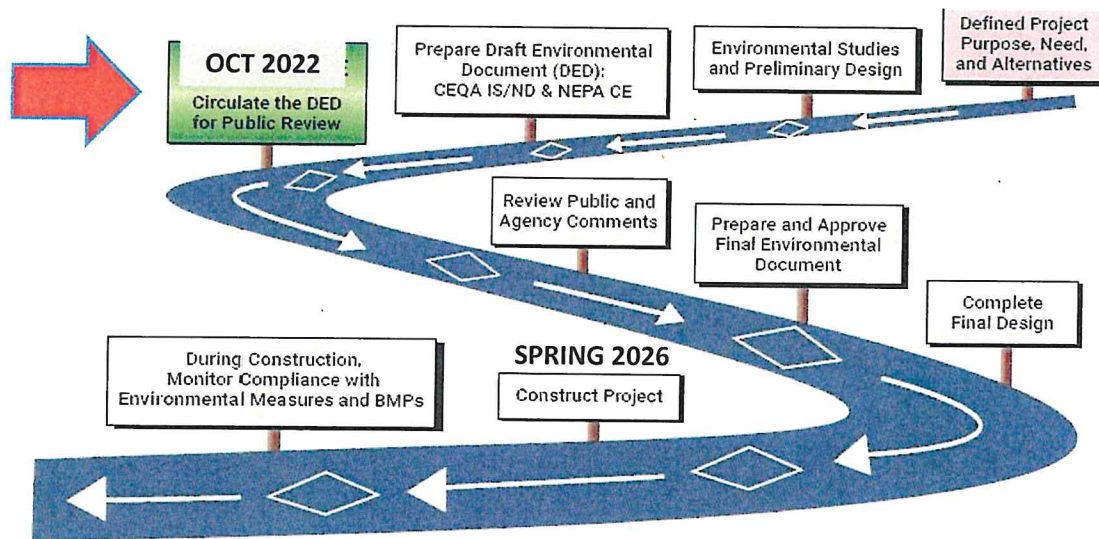
*District 1*

14

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Eel River Bridge Seismic Retrofit



# ENVIRONMENTAL PROCESS



District 1

15

01-0A111 HUM-101-R53.7/M54.2  
Eel River Bridge Seismic Retrofit



CEQA – California Environmental Quality Act  
NEPA – National Environmental Policy Act

## ENVIRONMENTAL REVIEW

- The type of CEQA document prepared for this project is an Initial Study/Mitigated Negative Declaration (IS/MND).
- The type of NEPA document anticipated for this project is a Categorical Exclusion.
- Potentially significant environmental impacts can be mitigated to less-than significant impacts .

## EVALUATION OF ENVIRONMENTAL IMPACTS - CEQA

- Air Quality
- Greenhouse Gas Emissions
- Noise
- Climate Change Evaluation
- Biological Resources
- Energy
- Geotechnical Site Investigation
- Hazardous Waste Assessment
- Historic Property Survey
- Wild and Scenic Rivers Analysis
- Hydrology & Water Quality
- Land Use and Planning
- Paleontological Identification and Evaluation
- Hydroacoustic Assessment



# MORE INFORMATION

- Email questions and/or comments to: [marie\\_brady@dot.ca.gov](mailto:marie_brady@dot.ca.gov)
- Phone number: (707)-296-5511

*District 1*

18

01-0A111 HUM-101 -R53.7/M54.2  
Eel River Bridge Seismic Retrofit



QUESTIONS?

*District 1*

19

01-0A111 HUM-101 –R53.7/M54.2  
Eel River Bridge Seismic Retrofit





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

September 20, 2022

TO: Rio Dell City Council  
FROM: Kyle Knopp, City Manager  
SUBJECT: Discussion on Pacific Gas & Electric Capacity Issues

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation, comment.

BACKGROUND AND DISCUSSION

The City Manager will provide a brief verbal update to the Council on a discussion held with Pacific Gas & Electric and representatives of the California Public Utilities Corporation (CPUC) that was held on Thursday September 15, 2022. Attached is previous Council authorized correspondence and the CPUC's response to the correspondence.

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



May 3, 2022

Alice Busching Reynolds, President  
California Public Utilities Commission  
505 Van Ness Avenue  
San Francisco, CA 94102

**RE: Request for Assistance with Pacific Gas & Electric Related to Delayed Distribution Upgrades that are Harming Economic Development in a Disadvantaged Community.**

Dear President Reynolds,

I am writing this letter on behalf of the City of Rio Dell to express extreme concerns over the inaction of Pacific Gas and Electric related to upgrade of substandard electrical distribution and substation facilities. Inaction on this issue is creating real harm to the economic development in the City of Rio Dell and Humboldt County generally.

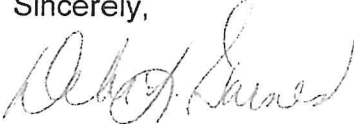
In just one example, a development of \$4.5 million is being stymied by PG&E's lack of action to provide power. This project has had completed and approved designs since 2019 and would generate over \$44,000.00 annually in direct tax revenue to the City for local services, not to mention the job generation. The developer has reported that PG&E stated recently that no power is currently available and has provided no timeline of when services would be upgraded and provided. This lack of clarity from PG&E risks the developer pulling the project and potentially locating out of this region.

In 2018 representatives of PG&E reported to the City that the company "was in the business of selling power" and represented a timeline of three years to make certain upgrades. Today in 2022, that timeline is completely up in the air and seemingly no progress has been made at all. This is unacceptable. It is further baffling considering that Rio Dell is located just one mile away from one of California's largest green biomass power plants rated at 28 MW with distribution lines running through the community.



We ask that you understand that this is an issue of paramount importance to the City of Rio Dell and no doubt to many other entities and individuals in Humboldt County. We do request a reply to this letter soon that will include actions CPUC will take and/or that CPUC recommends the city take to expedite these important upgrades.

Sincerely,



Debra Garnes, Mayor  
City of Rio Dell

Cc: CPUC Commissioners  
Patricia K. Poppe, CEO of PG&E  
Governor Gavin Newsom  
Senator Mike McGuire, Majority Leader State Senate & Rio Dell's Senator  
Assembly Member Jim Wood  
Humboldt County Board of Supervisors  
Rachel Peterson, CPUC Executive Director



PUBLIC UTILITIES COMMISSION  
STATE OF CALIFORNIA  
505 VAN NESS AVENUE  
SAN FRANCISCO, CALIFORNIA 94102

JOHN REYNOLDS  
COMMISSIONER

TEL: (415) 660-8432  
JOHN.REYNOLDS@CPUC.CA.GOV

June 6, 2022

Mayor Debra Garnes  
City of Rio Dell  
675 Wildwood Avenue  
Rio Dell, CA 95562

Dear Mayor Debra Garnes:

Thank you for your recent letter regarding needed electrical upgrades in the City of Rio Dell, which was addressed to President Alice Reynolds and was received by the Commission on May 16, 2022. I am the assigned Commissioner for Pacific Gas and Electric Company (PG&E)'s 2023 General Rate Case (GRC) Application, which is the proceeding considering PG&E's proposed rates, including investments in electric distribution infrastructure.

At the outset, I want to say that I greatly appreciate your input and efforts to be engaged on these matters, as do the administrative law judges reviewing this case and my fellow Commissioners. I attended our recent Public Participation Hearing on March 22 and heard you speak about what the City of Rio Dell has been experiencing, and I thank you for sharing that information and contributing to the record of this rate case.

I understand and share your concerns about the apparent lack of electric capacity to support local economic development, as well as about the timeline for needed upgrades to provide this capacity. Most utility grid capital improvements (including work to increase substation capacity) are proposed by the utility and reviewed in GRCs. The current PG&E GRC application, A.21-06-021, was filed in June 2021 and proposes projects and investments for the 2023-2026 timeframe. The procedural schedule anticipates a Proposed Decision in mid-2023 after rebuttal testimony and legal briefs are filed and evidentiary hearings are held. Issues of electric capacity for the City of Rio Dell may be considered in this proceeding.

Electric distribution grid capital improvements take time to review and approve, but PG&E should be as transparent as possible about the timeline and next steps with local governments. While we cannot predetermine the outcome of any proposals within the scope of the formal GRC proceeding, at the very least we intend for City of Rio Dell officials to have the latest information on projects affecting the city.

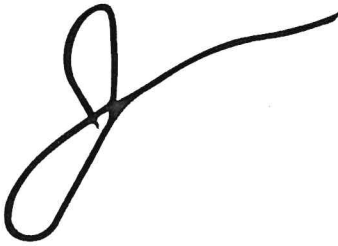
CALIFORNIA PUBLIC UTILITIES COMMISSION

As an initial step, staff from the CPUC's Executive Division at my request have reached out to your office to learn more about the specific issues facing the City of Rio Dell and to answer further questions about our process as well as to ensure that you are in contact with the appropriate staff at PG&E. In order to assess this issue, information about the specific projects and capacity needs will be needed; therefore, I am also working with the Administrative Law Judges and Energy Division staff working on the GRC to identify the proper pathway for identifying these details.

Again, thank you for highlighting this matter and its impacts on your community. My fellow Commissioners and I share your goal of ensuring reasonable, timely access to energy.

I look forward to continuing to engage with your office on this critical issue, and to continuing to have a dialogue with you on next steps.

Sincerely,

A handwritten signature in black ink, appearing to be 'John Reynolds', with a large loop at the start and a long horizontal stroke extending to the right.

John Reynolds  
Commissioner  
California Public Utilities Commission