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



PRESS RELEASE

4-30-2025

Press Release: FRAUD ALERT: Scammers Targeting City of Rio Dell Permit Applicants

RIO DELL, CA - The City of Rio Dell is warning the public about fraudulent invoices being sent to permit applicants. These scammers are targeting individuals who have recently submitted applications to the Planning Commission by sending fake invoices that request payment via wire transfer.

IMPORTANT: The City of Rio Dell NEVER requests payment via wire transfer for any services.

These fraudulent emails appear to come from city officials and may contain convincing details about your permit application. The emails typically include inflated or fabricated fees and provide wire transfer instructions for payment.

How to Protect Yourself:

1. **Verify all payment requests directly with the City of Rio Dell** by calling our official phone number at 707-764-3532.
2. **Check the sender's email address carefully** - fraudulent emails often use addresses that appear similar to official city emails but contain subtle differences.
3. **Remember that the City of Rio Dell does not accept wire transfers** as payment for any services. Official payments are processed through check, money order, cash, card or online payment via the portal on the City's website.
4. **Be wary of urgent payment demands** or threats of permit cancellation if immediate payment is not received.
5. **Report suspicious emails** to the City of Rio Dell and to local law enforcement.

"We are concerned that the frequency and the level of sophistication of these scams is increasing with the development of AI." Stated Rio Dell Chief of Police Josh Phinney. "It appears that publicly available information recently posted on our website has been pulled and converted into a somewhat official looking invoice. It is important that the general public be aware of this and take appropriate precautions with items submitted via email."

If you have received a suspicious invoice or believe you may have been targeted by this scam, please contact the Rio Dell Police Department immediately at 707-764-5642.

For legitimate information about permit fees and payment methods, please visit our official website at www.cityofriodell.ca.gov or call 707-764-3532.

Attachments:

Redacted fraudulent email

Redacted fraudulent invoice

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4/30/2025 Fraudulent Email (redacted)

----- Forwarded message -----

From: **Planning Commission City of Rio Dell, California** <Planning-dept.CityofRioDellCalifornia@usa.com>

Date: Wed, Apr 30, 2025 at 7:59 AM

Subject: Invoice Settlement for Application Approval Fee

To: [REDACTED]

planning commission City of Rio Dell, California

675 Wildwood Ave Rio Dell,

CA 95562

Dear [REDACTED],

We hope this message finds you well.

We are writing to inform you that your application has progressed through internal review, and **our staff have recommended it for approval**. This is a positive step toward finalizing your submission. However, to complete the approval process and move forward, you must now **settle the attached invoice for the Application Approval Fee**.

Why This Fee Is Important

The Application Approval Fee plays a critical role in helping us efficiently manage and track your application. Specifically, this fee supports:

- **Administrative Review & Processing:** Ensures your application is fully evaluated and compliant with relevant guidelines.
- **Staff Resource Allocation:** Offsets the time and labor dedicated by our review team to process, clarify, and recommend your submission.
- **Priority Handling:** Confirms your place in the processing queue and helps us avoid delays in your final approval.
- **Transparent Documentation:** Covers the cost of maintaining accurate and auditable records for all submissions.

Please note: **settling this fee is mandatory to finalize your application** and move it toward formal approval. No further processing can take place until payment is received and confirmed.

✓ Next Steps

To proceed, please follow the steps below carefully:

1. **Reply to this email** to request the invoice settlement instructions (if not already received).
2. **Settle the invoice** using the provided **wire transfer instructions** (included in the attached invoice).
3. **Return a copy of your wire receipt** to the designated email for confirmation and documentation.

📌 Important Notes

- **All correspondence must be conducted via email.** This is essential for **clear recordkeeping and audit purposes**.
- Failure to settle the invoice in a timely manner may result in delays or suspension of the approval process.
- This is the **final step** before formal approval can be issued.

Please review the attached invoice at your earliest convenience and initiate the necessary steps as outlined above. If you have any questions or need clarification on the process, feel free to reply to this message directly.

Thank you for your attention and cooperation.

Best regards,



[director]

planning commission City of Rio Dell, California

675 Wildwood Ave Rio Dell,

CA 95562



City of Rio Dell – Planning Commission

*675 Wildwood Ave
Rio Dell, California 95562*

INVOICE

Invoice Number: 3422332150012

Due Date: Due Upon Receipt

Billed To:

Invoice Breakdown

Description	Amount (USD)
Application Review & Processing Fee	\$2,800.00
Zoning & Compliance Assessment	\$700.00
Legal & Administration Fees	\$600.00
Public Notification & Documentation	\$700.00

TOTAL AMOUNT DUE

\$4,800.00

Remittance Instructions

Wire Transfer Instructions:

Wire transfer details will be provided upon request.

Important:

- A **signed copy** of this invoice must be returned.
 - Include your **wire payment receipt** for confirmation and recordkeeping.
 - **All correspondence must be conducted via email** to ensure a clear audit trail.
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For further assistance or to request wire instructions, please **reply to this email**.

We appreciate your prompt attention to this invoice. Approval of your application is pending final confirmation of payment.

Planning Commission City of Rio Dell, California

City of Rio Dell, California

675 Wildwood Ave, Rio Dell, CA 95562