



CITY COUNCIL AGENDA REGULAR MEETING 6:00 PM TUESDAY, JULY 21, 2026

City Council Chambers - 675 Wildwood Avenue, Rio Dell

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City Council meetings are held in City Hall Council Chambers for in-person public attendance. The public may also attend these meeting virtually through Zoom.

Public Comment by Email:

In balancing the need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) **and email no later than one-hour prior to the start of the Council meeting**. Written comments will be submitted to the City Council and included in the meeting minutes as part of the public record. 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.



In compliance with the Americans with Disabilities Act (ADA), if you require special assistance to participate in this meeting, please get in touch with the Office of the City Clerk at (707) 764-3532. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting. Assistive listening devices are now available for the hearing-impaired. Please see the City Clerk for a receiver.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CEREMONIAL MATTERS

E. 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.

F. 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. 2026/0721.01 - Approve Minutes of the July 7th, 2026, Regular Meeting
(DISCUSSION/POSSIBLE ACTION) Pg.#4
2. 2026/0721.02 - Receive And File Check Register for June 2026 **(RECEIVE & FILE)** - Pg.#23
3. 2026/0721.03 - Adopt Resolution No. 1678-2026, a Resolution of the City Council of the City of Rio Dell Authorizing Examination of Sales or Transactions and Use Tax Records, Superseding Resolution No. 1672-2026 - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#28
4. 2026/0721.04 - Discussion and Possible Action Authorizing the City Manager to Submit a Low Population Waiver Application to CalRecycle Under SB 1383 (14 CCR§ 18984.12) and Authorize the City Manager to Execute the Application - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#34

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1. 2026/0721.05 - City Manager/Staff Update **(RECEIVE & FILE)** - Pg.#39

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

1. 2026/0721.06 - Senior Home Repair Program Contract Renewal, Fiscal Year 2026-27 - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#42

- [2.](#) 2026/0721.07 - Discussion and Possible Action Receiving a Presentation from the Redwood Coast Energy Authority on the Authority's 26-27 Budget and Rate Recommendation and Related Direction to Councilmember Wilson on Voting for or Against the Authority's Proposed Budget and Rate Recommendation - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#48

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

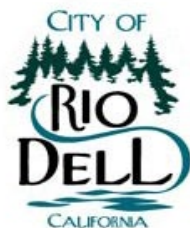
- [1.](#) 2026/0721.08 - Update on Spay and Neuter Voucher Program - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#68
- [2.](#) 2026/0721.09 - Discussion and Possible Action Regarding the Police Department Animal Kennel Project - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#77
- [3.](#) 2026/0721.10 - Continued Public Hearing on the Objection to the Delinquent Sewer Service Charge for Assessor's Parcel Number 052-122-021-00, and Consideration of a Revised Report of Delinquent Sewer Service Charges - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#88

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, August 4th, 2026 at 6:00 p.m.*



RIO DELL CITY COUNCIL
REGULAR MEETING – 6:00 P.M.
TUESDAY, JULY 7TH, 2026
 City Council Chambers
 675 Wildwood Avenue, Rio Dell

A. CALL TO ORDER

The regular meeting of the Rio Dell City Council was called to order at approximately 6:00 PM by Mayor Garnes.

B. ROLL CALL

Present:

- Mayor Garnes
- Mayor Pro Tem Carter
- Council Member Orr
- Council Member Wilson
- Council Member Woodall

Staff Present:

- City Manager Kyle Knopp
- Finance Director Travis Sanborn
- Wastewater Superintendent Moore
- RDPD Chief Phinney
- Community Service Officer Clark
- Community Service Officer Wolfe
- City Clerk Jessica Hill
- Sr. Fiscal Assistant Rosa Maciel

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Council.

D. CEREMONIAL MATTERS

No ceremonial matters were presented.

E. PUBLIC PRESENTATIONS

Mayor Garnes opened the public presentations portion of the meeting. No public comments were received. Mayor Garnes closed public presentations.

F. CONSENT CALENDAR

The following items were on the Consent Calendar:

- 2026/0707.01 – Approve Minutes of the June 16th, 2026, Regular Meeting
- 2026/0707.02 – Regional Surface Transportation Program Claim for Fiscal Year 2025-26

No items were removed from the Consent Calendar.

ACTION: Motion by Mayor Pro Tem Carter, seconded by Council Member Woodall, to approve the Consent Calendar. Motion carried 5–0.

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

No items were removed from the Consent Calendar.

H. REPORTS / STAFF COMMUNICATIONS

1. 2026/0707.03 – City Manager/Staff Update (RECEIVE & FILE)

City Manager Knopp: Reported that the Animal Care and Control Ad Hoc Committee has been meeting to discuss kenneling options, including potential sites within the City, and that a related agenda item is scheduled for the July 21st Council meeting. He also announced a police-versus-fire softball game fundraiser on Friday, July 10th, from 5 to 7 p.m. at the Scotia Fireman's Park, with first pitch at 6 p.m., encouraging the community to attend in support of local first responders.

Mayor Pro Tem Carter asked about the four dogs recently transported to police department kennels, and whether they were reunited with their owners. Chief Phinney confirmed that all four animals were returned to their owners, noting that for most of the animals reclaiming took an extended time, in one case nearly a week, due to an animal hearing and associated fees that had to be resolved.

Council Member Orr and Council Member Wilson had no questions for staff. No questions were raised by the public.

Prior to moving to Reports/Staff Communications, the City Manager requested Council consideration of two urgency items not listed on the agenda: a letter of support related to Amtrak Thruway bus service in Humboldt County, and acceptance of a California Highway Patrol Cannabis Tax Fund Grant Program award. The City Manager advised that both items arose after the agenda was posted and required a four-fifths vote of the Council to be added to the agenda.

ACTION: Motion made by Mayor Pro Tem Carter to add the two urgency items to the agenda, seconded by Council Member Woodall. Motion carried 5–0.

I. SPECIAL PRESENTATIONS / STUDY SESSIONS

1. 2026/0707.04 – Annual Adjustment to Solid Waste Franchise Agreement Held by Recology Eel River (DISCUSSION/POSSIBLE ACTION)

City Manager Knopp introduced the item as the annual rate update under the franchise agreement, noting the agreement was originally negotiated with Eel River Disposal and

later assumed by Recology, and that the current agreement expires at the end of December 2026, with staff continuing to negotiate a successor agreement in coordination with regional agency partners.

Frank Nelson of Recology Eel River addressed the Council. He reported on improvements made by Recology's 107 employee-owners since the retirement of former General Manager Linda Wise, including a reduction in average call center response time to under 40 seconds and a consistent customer satisfaction rating of 4.8–4.9 out of 5. He reported a service failure rate of less than 1% across approximately 60,000 unique services provided. He explained that this year's rate increase was driven primarily by the recycling processing component, due to the labor-intensive nature of hand-sorted recycling at Recology's Samoa facility, weak market values for recycled commodities, and a decline in CRV-eligible material collected curbside. He noted Recology reduced processing labor by approximately 3,000 man-hours this year to help offset costs. He stated the weighted average rate increase was just above 4%, and that a typical 32-gallon residential customer in Rio Dell would see an increase of approximately \$1.90 to \$1.97 per month.

Councilmember Wilson thanked Recology for holding rate increases down despite rising costs generally, and commented that the increase compared favorably to other cost increases residents are experiencing.

No members of the public wished to comment on this item.

ACTION: Motion made by Mayor Pro Tem Carter to approve the proposed rate adjustment with Recology Eel River, seconded by Council Member Woodall. Motion carried 5–0.

2. 2026/0707.05 – Replacement of Belt Filter Press Cake Conveyance Components and Associated Budget Amendment (ACTION)

Wastewater Superintendent Marshall Moore presented the item, explaining that the belt filter press's ribbon screw has developed a bend that is damaging the press liner, requiring significant recurring maintenance approximately every four months, including removal of the motor and driveshaft to access the screw. Following consultation with AeroMod, the original equipment manufacturer, staff recommended replacing the ribbon screw conveyance with a cake pump system at an estimated cost of approximately \$54,000, which would eliminate the recurring liner wear. He noted the alternative of purchasing a replacement ribbon screw, at an estimated cost of approximately \$30,000, would not eliminate the underlying wear issue.

Mayor Pro Tem Carter asked for clarification on which piece of equipment was being discussed. Superintendent Moore clarified that the component is the conveyance step

immediately before the biosolids dryer, where material from the belt filter press drops into a trough and hopper before being pumped into the dryer.

No members of the public wished to comment on this item.

ACTION: Motion made by Council Member Orr to approve the purchase of the AeroMod cake pump system, adopt Resolution No. 1674-2026 amending the FY 2026-27 budget to appropriate \$54,035, and find AeroMod to be a sole source vendor under RDMC 3.30.070 as the original equipment manufacturer, seconded by Mayor Pro Tem Carter. Motion carried 5-0.

3. Acceptance of California Highway Patrol Cannabis Tax Fund Grant Program Award (Added Item – ACTION) (Staff Report and/or Supportive Documents attached at the end of these transcribed minutes)

Police Chief Josh Phinney presented the item, reminding the Council that on January 20th it had approved Resolution No. 1658-2026 authorizing submission of a grant application to the California Highway Patrol Cannabis Tax Fund for salaries, benefits, training, equipment, and public education related to enforcement of impaired driving, including cannabis-impaired driving. Eligible uses include officer overtime for enforcement, Drug Evaluation and Classification Program training such as Drug Recognition Expert courses, equipment such as a roadside substance-identification device, and public education. The City had originally requested \$160,000 of the \$500,000 cap available to the City and was awarded \$108,178.75 for the upcoming fiscal year. Chief Phinney apologized that the item did not make the printed agenda, explaining that notification of the award was received July 3rd with a 10-day acceptance window, and requested Council adopt Resolution No. 1676-2026 accepting the grant.

Mayor Pro Tem Carter congratulated the Police Department and noted there is no local match required. Councilmember Wilson asked whether the State had established a legal impairment threshold for cannabis, similar to the 0.08 blood alcohol standard. Chief Phinney explained that a presumptive roadside test can now detect the presence of cannabis, but the State has not established a numeric legal threshold; enforcement instead relies on the presence of a drug combined with an officer's observation of impairment through field sobriety testing.

No members of the public wished to comment on this item.

ACTION: Motion made by Council Member Orr to adopt Resolution No. 1676-2026, accepting the California Highway Patrol Cannabis Tax Fund Grant Program award, seconded by Mayor Pro Tem Carter. Motion carried 5-0.

**4. Letter Related to Amtrak Bus Service in Humboldt County (Added Item – ACTION)
(Staff Report and/or Supportive Documents attached at the end of these transcribed minutes)**

Mayor Garnes, who serves on the Humboldt Transit Authority (HTA) Board, explained that Amtrak is deciding whether to continue Thruway bus connector service in Humboldt County, and that HTA is asking member jurisdictions to submit letters of support for continued service given the importance and expense of regional transportation options out of Humboldt County. City Manager Knopp noted that the letter language was provided by HTA as a form letter for all supporting jurisdictions.

No members of the public wished to comment on this item.

ACTION: Motion made by Mayor Pro Tem Carter to authorize the Mayor to sign the attached letter of support, seconded by Council Member Woodall. Motion carried 5–0.

J. SPECIAL CALL ITEMS / COMMUNITY AFFAIRS / PUBLIC HEARINGS

No special call items, community affairs, or public hearings were presented.

K. ORDINANCES / SPECIAL RESOLUTIONS / PUBLIC HEARINGS

1. 2026/0707.06 – Public Hearing to Confirm Delinquent Sewer Charges for Placement on the Fiscal Year 2026-27 Property Tax Roll (ACTION)

Finance Director Travis Sanborn presented the item, explaining that this is an annual public hearing conducted under Rio Dell Municipal Code Sections 13.10.242 through 13.10.246 and California Health and Safety Code Sections 5473 through 5473.7, which allow the City to collect delinquent sewer charges through the county property tax roll when other collection methods have been unsuccessful. He noted that a written report of affected parcels had been prepared and filed, that affected property owners were mailed written notice of the delinquency and this hearing, and that any account paid in full on or before August 6, 2026 would be removed from the report before submission to the County. He recommended the Council open the public hearing, receive testimony, close the hearing, and adopt Resolution No. 1675-2026 confirming the report and directing the Humboldt County Auditor-Controller to place the charges on the FY 2026-27 secured property tax roll.

Mayor Garnes opened the public hearing. Al Petrovich addressed the Council, stating that he had not received adequate time to prepare a response to the notice dated July 1, 2026, and requested that consideration of his parcel be delayed to the next Council meeting so that he could present a more complete argument regarding why he believes the charge should not apply to his property.

In response to Council questions, City Manager Knopp and Finance Director Sanborn clarified that the Council could adopt the resolution as presented for all listed parcels, with affected owners retaining the ability to pay in full by August 6, 2026 to avoid placement on the tax roll, or the Council could remove a specific parcel from the resolution and address it separately at a future meeting. Staff noted that a decision not to adopt the resolution would prevent any of the listed delinquent charges from being submitted to the County.

Following discussion, the Council determined to adopt the resolution as presented, including Mr. Petrovich's parcel, and to separately agendize his parcel at the July 21st meeting so that he may present his argument in full, with the Council retaining the ability at that time to modify, waive, or otherwise address the charge.

Hearing no further public comment, Mayor Garnes closed the public hearing.

ACTION: Motion made by Council Member Orr to adopt Resolution No. 1675-2026, confirming the report of delinquent sewer service charges and directing the Humboldt County Auditor-Controller to place the charges on the fiscal year 2026-27 secured property tax roll, seconded by Mayor Pro Tem Carter. Motion carried 4-1, Council Member Wilson voting Nay.

The City Manager was directed to place the parcel associated with Mr. Petrovich's account on the July 21st agenda so the Council may hear his argument and determine whether to modify the charge.

2. 2026/0707.07 – Public Hearing on the Cost Recovery for the Abatement of 185 Douglas St. (ACTION)

Community Service Officer Mary Clark presented the item, reporting that the abatement at 185 Douglas Street occurred on March 4, 2026, during which two 40-yard dumpsters of solid waste and multiple junk vehicles were removed from the property. The City's cost for the abatement was determined to be \$3,391.06. The estate of the property owner was notified of the cost recovery assessment and payment deadline of April 10, 2026, and no payment or payment plan has been established.

Mayor Garnes opened the public hearing. No members of the public wished to comment, and no hands were raised or emails received. Mayor Garnes closed the public hearing.

ACTION: Motion made by Mayor Pro Tem Carter to approve the Findings and Order Confirming Account and Assessment for the abatement of 185 Douglas Street, seconded by Council Member Woodall. Motion carried 5-0.

3. 2026/0707.08 – Public Hearing on the Cost Recovery for the Abatement of 483 Fourth Ave. (ACTION)

Community Service Officer Mary Clark presented the item, reporting that the abatement at 483 Fourth Avenue occurred on February 10, 2026, during which one 30-yard dumpster of solid waste was filled and two junk vehicles were removed from the property. The City's cost for the abatement was determined to be \$2,810.84.

Mayor Garnes opened the public hearing. No members of the public wished to comment. Mayor Garnes closed the public hearing.

ACTION: Motion made by Mayor Pro Tem Carter to approve the Findings and Order Confirming Account and Assessment for the abatement of 483 Fourth Avenue, seconded by Council Member Woodall. Motion carried 5–0.

4. 2026/0707.09 – Public Hearing on the Cost Recovery for the Abatement of 520 First Ave. (ACTION)

Community Service Officer Mary Clark presented the item, reporting that the abatement at 520 First Avenue occurred on January 12th and 13th, 2026, during which three 40-yard dumpsters of solid waste along with multiple junk vehicles and parts were removed from the property. Due to the condition of the residence, Pacific Gas and Electric responded to disconnect services, and workers with Wendt Construction assisted in securing the entrances to the residence. The City's cost for the abatement was determined to be \$10,689.00.

Mayor Garnes opened the public hearing. No members of the public wished to comment. Mayor Garnes closed the public hearing.

ACTION: Motion made by Mayor Pro Tem Carter to approve the Findings and Order Confirming Account and Assessment for the abatement of 520 First Avenue. Motion carried 5–0.

5. 2026/0707.10 – Public Hearing on the Cost Recovery for the Abatement of 337 Second Ave. (ACTION)

Community Service Officer Libbi Wolfe presented the item, reporting that the abatement at 337 Second Avenue occurred on January 9, 2026, during which two 40-yard dumpsters of solid waste and vegetation were removed from the property. The City's cost for the abatement was determined to be \$4,087.83.

Mayor Garnes opened the public hearing. No members of the public wished to comment. Mayor Garnes closed the public hearing.

ACTION: Motion made by Mayor Pro Tem Carter to approve the Findings and Order Confirming Account and Assessment for the abatement of 337 Second Avenue. Motion carried 5–0.

L. COUNCIL REPORTS / COMMUNICATIONS

Mayor Pro Tem Carter:

- The Chamber of Commerce meeting has moved to Tuesday, July 14th at 6:00 p.m.; location to be confirmed.
- The school board meets July 14th at 6:30 p.m. at the school; the Fire District Board of Directors meets July 15th at 5:30 p.m. at the fire hall.
- June Community Resource Center statistics: commodity distribution served 350 people; emergency food was provided to 198 people; housing assistance was provided to 4 people; career assistance was provided to 26 people; laundry vouchers were provided to 30 people; and spay/neuter vouchers were provided to 8 people.
- An emergency food preparation workshop presented by the UC Cooperative Extension will be held Tuesday, July 14th from 4 to 6 p.m., along with a reduce-reuse-recycle sculpture class led by Elizabeth Warren.
- The Resource Center's first perimenopause support group will be held Wednesday, July 8th from 4 to 5 p.m.
- Mayor Pro Tem Carter requested that an update on the spay/neuter voucher program and its future be added to a future agenda, either within the Animal Care and Control ad hoc item or as a separate item. Council consensus was to place it as a separate agenda item.

Council Member Orr:

Nothing to report.

Council Member Wilson:

- Reported on the most recent RCEA meeting. RCEA's rates are currently about half a percent below PG&E's, and due to declining revenue the agency is considering a rate increase; a proposal to raise rates 12.5% above PG&E parity (approximately \$5 per month) was scaled back by motion to a 10% cap, with an official vote expected at RCEA's next meeting, and any increase effective September 2026. Councilmember Wilson noted that RCEA member agencies are not required to unanimously agree with rate actions, and stated he would vote in accordance with the Council's direction. He further explained that RCEA reinvests its approximately \$10 million in annual margin locally, supporting roughly \$6 million in wages for around 45 local employees as well as community programs such as e-bike and solar incentives, money that would otherwise flow to PG&E shareholders.

Council Member Woodall:

- Reported that the community garden is progressing well, with an opening planned to coincide with Wildwood Days, and thanked the Conservation Corps for its continued involvement. She also noted that several downtown buildings have been improved recently, including the liquor store and a local bank building, and commented positively on the overall improvement of businesses along Main Street.

Mayor Garnes:

- Noted the Amtrak/HTA letter as a significant item from the meeting.

M. ADJOURNMENT

ACTION: Motion to adjourn made by Mayor Pro Tem Carter, seconded by Mayor Garnes. Motion carried 5–0.

The meeting adjourned at approximately 7:02PM. The next regular City Council meeting is scheduled for Tuesday, July 21, 2026 at 6:00 PM.

APPROVED:

Debra L. Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk

STAFF REPORT City Council Consent Calendar Agenda Item

DATE: July 7th 2026

TO: Honorable Mayor and Council Members

FROM: Josh Phinney, Chief of Police

THROUGH: Kyle Knopp, City Manager

SUBJECT: Police Department Bi-Weekly Report for June/July 2026

Staff Recommendation:

Patrol Statistics:

During June 11th – July 7th 2026, the Rio Dell Police Department handled 396 total incidents of which 219 were calls for service and 177 were proactive contacts/stops. 10 arrests were made. A total of 7 citations were issued for traffic offenses or other miscellaneous criminal violations. 24 total cases requiring investigation were taken.

Staffing:

- FULL STAFF.

Community Events / Notable Cases:

- Softball Match between Rio Dell Police and Rio Dell Fire scheduled on July 10th from 5pm-7pm at the Scotia Fireman's Park Baseball Field. Game will kick off at 6pm. Open to community to come support your local first responders.
- Loleta resident Juvenile on E-Motorcycle fled from officers after a stop was attempted for excessive speed. After some reckless driving through the avenues, officers located the juvenile on Pacific. He was cited for felony evasion and motorcycle towed. Juvenile released to parent pending court date.

CSO Total calls for service: 57

Abatement Projects:

Residential Abatement:

- 68 vegetation letters sent to Property Owners
- 80 Active Cases

Vehicular Abatement:

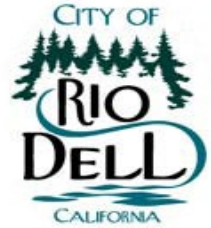
- 10 total cases
- 4 vehicles towed

Animals

- 29 animal related calls for service
- 1 Nuisance dog hearing
- 4 dogs transported to Fortuna PD Kennels



*675 Wildwood Avenue
Rio Dell, CA 95562*



TO: Mayor and Members of the City Council

FROM: Josh Phinney, Chief of Police

THROUGH: Kyle Knopp, City Manager

DATE: July 07, 2026

SUBJECT: **Staff Report Summary:** Acceptance of California Highway Patrol Cannabis Tax Fund Grant Program Award

RECOMMENDATION

Adopt Resolution No. 1676-2026 accepting a Cannabis Tax Fund Grant Program (CTFGP) award from the California Highway Patrol in the amount of **\$108,178.75** and authorizing the City Manager to execute the Grant Agreement and all related documents.

BACKGROUND

Earlier this year, the City Council adopted Resolution No. 1658-2026 authorizing the Rio Dell Police Department to apply for funding through the California Highway Patrol's Cannabis Tax Fund Grant Program. The application requested approximately \$160,000 to support impaired driving enforcement, officer training, public education, and specialized equipment.

The California Highway Patrol has now notified the City that the Rio Dell Police Department has been conditionally awarded **\$108,178.75** under the Fiscal Year 2026-2027 Cannabis Tax Fund Grant Program.

As a condition of award, CHP requires documentation from the City's governing body authorizing acceptance of the grant and execution of the Grant Agreement before funds may be released.

DISCUSSION

The grant will support the Police Department's ongoing efforts to reduce impaired driving through:

- DUI/DUID saturation patrols
- Advanced impaired driving training
- Public education and prevention efforts
- Specialized traffic safety equipment

There is **no local matching fund requirement**, and acceptance of the grant will not supplant existing City funding.

Acceptance of this grant will allow the Police Department to continue proactive traffic safety efforts while reducing the financial burden on the City's General Fund.

FISCAL IMPACT

Revenue of **\$108,178.75** in grant funding.

No General Fund match is required.

ATTACHMENTS

1. Resolution No. 1676-2026
2. California Highway Patrol Intent to Award Letter



RESOLUTION NO. 1676-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL ACCEPTING A CANNABIS TAX FUND GRANT PROGRAM (CTFGP) AWARD FROM THE CALIFORNIA HIGHWAY PATROL IN THE AMOUNT OF \$108,178.75 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE GRANT AGREEMENT AND RELATED DOCUMENTS

WHEREAS, the California Highway Patrol (CHP) administers the Cannabis Tax Fund Grant Program (CTFGP) to provide funding to local law enforcement agencies for projects that reduce impaired driving and improve traffic safety; and

WHEREAS, on January 20, 2026, the City Council adopted Resolution No. 1658-2026 authorizing submission of a grant application under the Fiscal Year 2026-2027 Cannabis Tax Fund Grant Program; and

WHEREAS, the Rio Dell Police Department has been conditionally awarded **One Hundred Eight Thousand One Hundred Seventy-Eight Dollars and Seventy-Five Cents (\$108,178.75)** through the Fiscal Year 2026-2027 Cannabis Tax Fund Grant Program; and

WHEREAS, the California Highway Patrol requires documentation from the City's governing body authorizing acceptance of the grant award and execution of the Grant Agreement and related documents; and

WHEREAS, acceptance of this grant will provide funding for impaired driving enforcement, officer training, public education, and related equipment, thereby improving traffic safety within the City of Rio Dell; and

WHEREAS, acceptance of the grant requires no local matching funds and will not supplant existing City funding.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rio Dell, California, as follows:

Section 1. Grant Acceptance.

The City Council hereby accepts the California Highway Patrol Cannabis Tax Fund Grant Program award in the amount of **\$108,178.75** for the Fiscal Year 2026-2027 grant cycle.

Section 2. Authorization.

The City Council authorizes the **Chief of Police**, or designee, to execute the Grant Agreement and all related documents necessary to accept, administer, and implement the grant.

Section 3. Administration.

The Rio Dell Police Department shall administer the grant-funded project in accordance with all applicable federal, state, and California Highway Patrol grant requirements.

PASSED AND ADOPTED by the City Council of the City of Rio Dell at a regular meeting held on the ____ day of _____, 2026, by the following vote:

Ayes: Garnes, Carter, Woodall, Orr, Wilson
Noes: None
Abstain:
Absent:

Debra L. Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

601 North 7th Street
Sacramento, CA 95811
(916) 843-4360
(800) 735-2929 (TT/TDD)
(800) 735-2922 (Voice)



June 30, 2026

File No.: 060.17344.19741

Chief Josh Phinney
Rio Dell Police Department
675 Wildwood Avenue
Rio Dell, CA 95562

Dear Chief Phinney:

On behalf of the California Highway Patrol (CHP), it is my pleasure to inform you, the Rio Dell Police Department, is conditionally approved for Cannabis Tax Fund Grant Program (CTFGP) funding in the amount of \$108,178.75. The purpose of this grant funding is to help your agency reduce and mitigate the impacts of impaired driving in your community.

All grant awards, including any adjustments to requested funding, were made by the Department based on the merits of the Grant Application, scale of operation, and in accordance with the Request for Application (RFA) requirements and associated regulations.

The official Grant Agreement for signature is forthcoming. In order to execute your Grant Agreement, please provide documentation from a local governing body, authorizing your organization to receive this grant funding, to the Cannabis Grants Unit, by email at CGUGrants@chp.ca.gov, as soon as possible. Refer to California Code of Regulations Title 13, Division 2, Chapter 13, Section 1890.13(g) for additional information.

The CHP looks forward to partnering with you and your agency on this project in an effort to make California's roadways a safer place to travel. If you have any questions, please feel free to contact the Cannabis Grants Unit at (916) 843-4360.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. W. Headrick".

For/

M. W. HEADRICK, Chief
Enforcement and Planning Division





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

July 7, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Letter Related to AmTrak Bus Services in Humboldt County

IT IS RECOMMENDED THAT THE CITY COUNCIL:

First: Authorize this item to be heard as an urgency matter (4/5 vote).

Authorize the Mayor to sign the attached letter; or,

Take no action.

BACKGROUND AND DISCUSSION

At the Request of the Humboldt Transit Authority (HTA), an urgent request has been made for the City of Rio Dell to issue correspondence supporting AmTrak's retention of scheduled bus services in Humboldt County, known as Route 7. This item was raised to the City's attention after publication of the agenda on July 2, 2026.

Given Humboldt County's median household income of approximately \$61,000 and a poverty rate approaching one in five residents, commercial air travel remains financially inaccessible for many, particularly given the elevated airfares typical of small regional airports. This is especially consequential for access to specialty medical care not available locally, as residents routinely travel out of the area for treatment, specialist visits, and procedures. AmTrak's Route 7 provides an affordable, dependable alternative that supports healthcare access, educational and employment opportunities, and family connections across the state. Staff believes continued federal investment in this route is a matter of transportation equity for rural communities and recommends Council support the attached letter to Amtrak.

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



July 7, 2026

Amtrak Headquarters
1 Massachusetts Ave., NW
Washington, DC 20001

Re: Support for Continued Amtrak Gold Runner Route 7 Service to Humboldt County

To Whom It May Concern,

I am writing to express my strong support for the continued operation and investment in Amtrak Gold Runner Route 7 serving Humboldt County. This service provides an essential transportation connection for our region and fulfills a role that cannot be replicated by existing local or regional transit services.

Humboldt County is one of California's most geographically isolated regions. While our local public transit network provides vital mobility within the county and to those adjacent, residents have very limited options for traveling to the rest of the state. Gold Runner Route 7 provides direct connections from Humboldt County to Martinez and numerous communities throughout Northern California, where passengers can seamlessly connect to Amtrak's statewide rail network and other transit services. This connection opens access to destinations throughout California that would otherwise require lengthy drives or prohibitively expensive flights.

It is important to recognize that Gold Runner Route 7 serves a fundamentally different purpose than Humboldt Transit Authority's North State Express Route 101. North State Express is designed as a limited intercity regional service connecting Humboldt County with Mendocino County in Ukiah. Gold Runner Route 7, however, is an interregional connector that integrates Humboldt County into California's passenger rail network, providing access to destinations across the state. These services complement one another but serve different purposes and clientele. For the same reasons it is not as cost effective to serve this area, the North State Express 101 is also facing financial hardship.

This distinction is especially important given the demographics of Humboldt County. Our county has approximately 132,000 residents, a median household income of only about \$61,000, well below the California median, and nearly one in five residents lives below the federal poverty level. Many residents are students, seniors, individuals with disabilities, and families living on fixed or modest incomes.

Therefore, for most residents, commercial air travel is financially out of reach. Humboldt County's geographic isolation and limited commercial air service frequently result in airfare that is significantly more expensive than in larger metropolitan areas. As a result,

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many residents simply cannot afford to fly, severely limiting their ability to access other areas. This is particularly significant because many specialty medical services are unavailable locally. Residents regularly travel outside Humboldt County for advanced medical treatment, specialist appointments, and surgical procedures. Gold Runner Route 7 provides an affordable and dependable transportation option that helps reduce barriers to accessing these critical healthcare services.

The value of Route 7 extends beyond individual trips. For rural communities like Humboldt County, transportation equity means ensuring residents have affordable access to the rest of California. Gold Runner Route 7 is that connection to the state's broader passenger transportation network. Losing this service would disproportionately affect those with the fewest transportation alternatives and create additional barriers for rural residents seeking healthcare, education, employment, and family connections.

We respectfully urge continued support and investment in Amtrak Gold Runner Route 7. Maintaining this service ensures that Humboldt County residents remain connected to opportunities throughout California and that rural communities receive the transportation access necessary to participate fully in our state's economy and public life.

Sincerely,

Debra L. Garnes
Mayor
City of Rio Dell

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
15307	6/11/2026	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR MAY 2026 - City Hall & COPIER CHARGES FOR MAY 2026 - PD	816.07
15308	6/11/2026	[3975] AT&T - 5709	FAX LINE EXPENSES FOR MAY 2026 - PD, FAX LINE EXPENSES FOR MAY 2026 - City Hall	74.03
15309	6/11/2026	[4697] AMANDA CARTER	CalCities Redwood Region (Fort Bragg, CA)	520.89
15310	6/11/2026	[4063] CITY OF FERNDALE	Police Services (Investigations)	59.26
15311	6/11/2026	[2293] CITY OF FORTUNA	Police Dispatch for June 2026	8,483.33
15312	6/11/2026	[2303] COAST CENTRAL CREDIT UNION	POA Due for PPE 5/29/2026	150.00
15313	6/11/2026	[2304] COLLEGE OF THE REDWOODS	Arrest & Control Course	116.00
15314	6/11/2026	[2327] CWEA-MEMBERSHIP	2x Non-Members & 1-Member for CWEA Motor Controls & Electrical Panels for Water & Wastewater	425.00
15315	6/11/2026	[2889] EEL RIVER TRANSPORTATION & SALVAGE	Tires	90.00
15316	6/11/2026	[2405] FORTUNA ACE HARDWARE	Seeds, Tubing, Rags, Sprinklers, Dolly	128.56
15317	6/11/2026	[5765] GARNES, DEBRA	Redwood Empire Div. Mtg. CalCities	827.40
15318	6/11/2026	[5052] GHD, INC	Professional Services Rendered Through 5/2/2026: PW Rio Dell Water Distribution System Improvement Project, Professional Services Rendered Through 5/2/2026: Infiltration Gallery Damage Repair Project, Professional Services Rendered Through 5/2/2026: Chlorine Contact Tank Damage Repair Project, Professional Services Rendered Through 5/2/2026: Fern Street Lift Station Damage Repair Project, Professional Services Rendered Through 5/30/2026: Painter Street Tank Damage Repair Project, Professional Services Rendered Through 5/30/2026: PW Rio Dell Water Distribution System Improvement Project, Professional Services Rendered Through 5/30/2026: Infiltration Gallery Damage Repair Project, Professional Services Rendered Through 5/30/2026: Fern Street Lift Station Damage Repair Project	85,414.62
15319	6/11/2026	[6486] GREEN TO GOLD ENTERPRISES LLC	No Trespassing Signs, T-Posts, Plastic Insert, Potting Soil, Driver	176.98
15320	6/11/2026	[2437] HACH	Reagent Set, Chlorine Free CL17	284.51
15321	6/11/2026	[4840] HOOVEN & CO., INC	Rio Dell River Trail Accessible Ramp Project - Payment #3	185,470.49
15322	6/11/2026	[2457] HUMBOLDT COUNTY CLERK-RECORDER	Copies	5.00
15323	6/11/2026	[7888] HUMBOLDT HUMAN dba: CRITTERS WITHOUT LITTERS	PJ (Cat-M) Neuter, CJ (Cat-M) Neuter, Tulip (Dog-F) Spay - for PD Jax (Dog-M)	525.00
15324	6/11/2026	[6653] CRYSTAL L LANDRY	PAS Calibration Training (Hayward, CA)	0

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
15325	6/11/2026	[7195] METER, VALVE & CONTROL, Inc	Registers	8,922.34
15326	6/11/2026	[2569] MICROBAC LABORATORIES, INC.	BOD & NFR, ELAP Certification Fee, BOD & NFR, ELAP Certification Fee, Coliform Presence/Absence, ELAP Certification Fee, Coliform Presence/Absence, ELAP Certification Fee, Total Coliform Bacteria 3x5, ELAP Certification Fee, Total Coliform Bacteria 3x5, Coliform Quanti-tray, ELAP Certification Fee,	765.00
15327	6/11/2026	[3006] MISSION LINEN SUPPLY, INC	Maintenance & Cleaning of PW Shirts, Clean Mop Head, Clean Mop Head, Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Maintenance & Cleaning of PW Shirts, Clean Mop Head Clean Mop Head, Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head	152.79
15328	6/11/2026	[7882] KEVIN M NASET	Distribution 2 Exam (Santa Rosa, CA)	512.16
15329	6/11/2026	[5934] NORTH COAST JOURNAL, INC	Public Notice x2	133.92
15330	6/11/2026	[4393] NYLEX.net. Inc.	CSO Computer Parts	2,032.45
15331	6/11/2026	[6349] RECOLOGY EEL RIVER	Mother's Day Cleanup	3,303.46
15332	6/11/2026	[6469] RH CONSTRUCTION	Alicia Thompson @ 1175 Eeloa Ave	28,350.00
15333	6/11/2026	[2662] RIO DELL-SCOTIA CHAMBER OF COMMERCE	Christmas Decorations	1,500.00
15334	6/11/2026	[5931] ROBERT COLBURN ELECTRIC, INC.	Installed New Relay Heaters for Tank Booster Pump, Troubleshoot Effluent Pump & Installed New Sensor Wire & Fuses	1,472.68
15335	6/11/2026	[2693] SHELTON'S AUTO LUBE	Oil Change '23 Dodge Charger, Oil Change '21 Ford Explorer	217.85
15336	6/11/2026	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR JUNE 2026	164.40
15337	6/11/2026	[6610] SKOFIELD, CHE	CUSTOMER DEPOSIT REFUND	123.23
15338	6/11/2026	[2719] STATE WATER RESOURCES CONTROL BD	Distribution Certification Request	60.00
15339	6/11/2026	[2715] STEWART TELECOMMUNICATION	Phone Lines PD - July 2026, Phone Lines City Hall - July 2026	566.63
15340	6/11/2026	[8024] WATT'S CLEANING SERVICES	Weekly Cleaning for May '26	570.00
15341	6/11/2026	[2772] WENDT CONSTRUCTION, INC	Two Exterior Door Replacements, Topsoil Delivery	4,272.13
15342	6/11/2026	[8025] WOODS PEST CONTROL, INC.	General Pest Cycle - 675 Wildwood	135.00
15343	6/17/2026	[5750] AERO-MOD	On-Site Support (2-Day Training)	2,500.00
15344	6/17/2026	[4949] ASAP Lock & Key	Re-Key and Keys for City Hall and PD, Re-Key and Keys for Wastewater Plant, 1 Key	462.13
15345	6/17/2026	[7237] BPR CONSULTING GROUP	Additional Reviews Mohorovich SFD Fire Rebuild & ADU Addition	195.00
15346	6/17/2026	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 6/12/2026	150.00
15347	6/17/2026	[7852] CSG CONSULTANTS	Rio Dell Franchise Agreement Negotiation	3,075.00
15348	6/17/2026	[2405] FORTUNA ACE HARDWARE	Mat, Quick Link	24.00

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
15349	6/17/2026	[5052] GHD, INC	Professional Services Rendered Through 5/30/2026: Chlorine Contact Tank Damage Repair Project	3,076.15
15350	6/17/2026	[6486] GREEN TO GOLD ENTERPRISES LLC	Hose Bib	44.57
15351	6/17/2026	[6497] GUY, JAMES & SHAUN	CUSTOMER DEPOSIT REFUND	39.43
15352	6/17/2026	[2457] HUMBOLDT COUNTY CLERK-RECORDER	Copies (Water Project)	3.00
15353	6/17/2026	[2691] HUMBOLDT SENIOR RESOURCE CENTER/ADULT DAY HEALTH, INC	Senior Home Repair Grant Program	49.14
15354	6/17/2026	[2501] KEENAN SUPPLY	Valves, Nipples, Box, and Lid	890.11
15355	6/17/2026	[7924] MELENDEZ MENDOZA, NATALIE	CUSTOMER DEPOSIT REFUND	64.37
15356	6/17/2026	[2569] MICROBAC LABORATORIES, INC.	Coliform Presence/Absence, ELAP Certification Fee, Coliform Presence/Absence, ELAP Certification Fee	112.80
15357	6/17/2026	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR JULY 2026	3,269.75
15358	6/17/2026	[2719] STATE WATER RESOURCES CONTROL BD	Application for Water Distribution Operation Examination	65.00
15359	6/17/2026	[2724] STATE WATER RESOURCES CONTROL BOARD	Clean Water State Revolving Fund; Financing Agreement Contract #2003CX404; Project #1210012-002	68,000.00
15360	6/17/2026	[6373] THATCHER COMPANY, INC.	Aqua Ammonia, 25% Tech - 375 # Drum, Deposit Return	1,643.86
15361	6/17/2026	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR MAY 2026	399.00
15362	6/17/2026	[2772] WENDT CONSTRUCTION, INC	PD Remodel	13,677.00
15363	6/17/2026	[7988] LIBBIANNE R WOLFE	Property & Evidence Management [75%]	230.63
15364	6/17/2026	[8025] WOODS PEST CONTROL, INC.	General Pest Cycle - 475 Hilltop Dr	220.00
15365	6/30/2026	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR MAY 2026 - PD	177.23
15366	6/30/2026	[3975] AT&T - 5709	Install Fiberoptic and Router	1,218.36
15367	6/30/2026	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 6/26/2026	150.00
15368	6/30/2026	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	Blood Alcohol Analysis May '26	35.00
15369	6/30/2026	[5052] GHD, INC	Professional Services Rendered Through 5/30/2026: Rio Dell Painter Line Sewer Upsizing, Professional Services Rendered Through 5/30/2026: PW ERT Accessible Ramp Construction Inspection, Management, and Environmental Monitoring Services	30,528.09
15370	6/30/2026	[7898] HARDCASTLE, DANIELLE	CUSTOMER DEPOSIT REFUND	247.57
15371	6/30/2026	[6414] HUMBOLDT VETERINARY MEDICAL GROUP	Small Animal Prescriptions & Examinations, Urgent Examination	386.40
15372	6/30/2026	[6653] CRYSTAL L LANDRY	PAS Calibration Training [25%]	39.00
15373	6/30/2026	[2519] LC ACTION POLICE SUPPLY	Suppressor, Adapter, Sights	3,384.51

City of Rio Dell
Check Listing for City Council Meeting

<u>Ref#</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
15374	6/30/2026	[2569] MICROBAC LABORATORIES, INC.	BOD & NFR, ELAP Certification Fee, BOD & NFR, ELAP Certification Fee, Coliform Quanti-tray, ELAP Certification Fee, Total Coliform Bacteria 3x5, ELAP Certification Fee, Total Coliform Bacteria 3x5, BOD & NFR, ELAP Certification Fee	873.00
15375	6/30/2026	[2570] NILSEN COMPANY	Solar Softner Salt 40#	1,254.44
15376	6/30/2026	[6943] PACE SUPPLY CORP	Pedestal Drinking Fountain - Dog Park	5,822.10
15377	6/30/2026	[7922] PAPE MATERIAL HANDLING	Wastewater Equipment Maintenance	5,666.97
15378	6/30/2026	[7904] JOSHUA M PHINNEY	CPCA Board Meeting (Winters,CA)	505.75
15379	6/30/2026	[8162] R T T PERFORMANCE AND REPAIR	Transmission Work on '21 Ford F-150	507.36
15380	6/30/2026	[4493] REDWOOD GLASS & WINDOWS	Fix Chamber Window	633.00
15381	6/30/2026	[2657] RIO DELL EMPLOYEES ASSOC	EMPLOYEE DUES FOR QUARTER ENDING 6/30/26	132.00
15382	6/30/2026	[2693] SHELTON'S AUTO LUBE	Oil Change on '19 Ford F-150	107.00
15383	6/30/2026	[4638] STITCH WITCH	Polo Shirts	129.21
15384	6/30/2026	[3829] TELSTAR INSTRUMENTS, INC	Cartridge Filter	103.64
15385	6/30/2026	[5494] SUSAN E TOWNSEND	Mileage Reimbursement for Travel to Sherlock	10.15
15386	6/30/2026	[7993] UPCODES, INC.	Enterprise Pro -Tiered Pricing	708.00
15387	6/30/2026	[3917] VERIZON WIRELESS	Safety Phones PD & PW (& Mayor): May 17- June 16	662.02
15388	6/30/2026	[5547] WAHLUND CONSTRUCTION, INC.,/SEQUOIA CONSTRUCTION SPECIALTIES	Drinking Water Infrastructure Improvement Project - Payment #14	418,275.50
15389	6/30/2026	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR JULY 2026 - PD & City Hall	598.10
15390	6/30/2026	[2779] WILDWOOD SAW	Edger Blades, Trimmer Line Return, Equipment Maintenance	228.01
15391	6/30/2026	[7988] LIBBIANNE R WOLFE	Property & Evidence Management [25%],Reimbursement for Tractor Supply Purchase	155.03
Total Checks/Deposits				907,717.86

<u>Ref#</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
6075885	6/04/2026	ELECTRONIC FUNDS TRANSFER	EFT:MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 05/29/2026	-13,561.77
234-448	6/08/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 05/29/2026	-3,625.74
1005594	6/08/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 05/29/2026	-18,625.16
Jun-26	6/12/2026	ELECTRONIC FUNDS TRANSFER	EFT: BANK OF AMERICA CREDIT CARD PAYMENTS - MAY/JUNE 2026.	-13,276.28
NSF	6/15/2026	WITHDRAWAL	DEPOSITED ITEM RETURNED	-240.88
1631526	6/16/2026	ELECTRONIC FUNDS TRANSFER	EFT: FIBER OPTIMUM BILL FOR JUNE 2026. SPLIP P.D & ADMIN.	5
6583050	6/16/2026	ELECTRONIC FUNDS TRANSFER	EFT ONLINE OPTIMUM PUBLIC MAY AND JUNE 2026	1

City of Rio Dell
Check Listing for City Council Meeting

<u>Ref#</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
NSF	6/16/2026	WITHDRAWAL	DEPOSITED ITEM RETURNED	-210.05
9961860	6/17/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR MAY/JUNE 2026.	-21,028.19
6811919	6/18/2026	ELECTRONIC FUNDS TRANSFER	EFT: MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 06/12/2026	-13,561.77
240-080	6/22/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 06/12/2026	-4,194.90
49058	6/22/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 06/12/2026	-20,891.20
910156950	6/23/2026	WITHDRAWAL	DEPOSITED ITEM RETURNED	-32.00
9961857	6/26/2026	ELECTRONIC FUNDS TRANSFER	EFT: BENEFIT BRIDGE/PUBLIC AGENCY PAYMENT FOR JULY 2026.	-43,972.50
9961856	6/26/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR METLIFE ONLINE PAYMENT FOR JULY 2026. FY 2026-2027	-2,116.98
9961859	6/26/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR NEW WEX ONLINE FUEL CARDS FOR MAY/JUNE 2026,	-5,153.21
2964884	6/26/2026	ELECTRONIC FUNDS TRANSFER	EFT: PG&E PAYMENT for June 2026 for Streets Light	-49.74
9961858	6/26/2026	ELECTRONIC FUNDS TRANSFER	EFT: VSP INSURANCE PAYMENT FOR JULY 2026.	-463.32
79857	6/29/2026	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE ONLINE PAYMENT FOR JUNE 2026.	-1,178.92
check#1007	6/30/2026	WITHDRAWAL	DEPOSITED ITEM RETURNED	-132.87
9961861	6/30/2026	ELECTRONIC FUNDS TRANSFER	ANALYSIS SERVICE CHARGE FOR JUNE 2026	-267.01
Total EFT's/Bank Withdrawals				-163,946.75

<u>Ref#</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
TRX TO PR	6/04/2026	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 05/29/2026	-51314.02
TRX TO PR	6/18/2026	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCT FOR PPE 06/12/2026	-54199.18
TRX TO GEN CHECK	6/26/2026	TRANSFER FROM CDGB TO GENERAL CHECKING	TRANSFER FROM CDBG PI ACCT TO GENERAL CHECKING FOR YEAR END RECONCILIATION	104058.14
Total Transfer Between Accounts				-1455.06

<u>Ref#</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
9961855	6/02/2026	EFT FOR ONLINE PAYMENT FOR BUSINESS CARDS	US Bank Debit Card To VistaPrint for Police Dept Business Cards.	-27.35
9961854	6/03/2026	EFT FOR ONLINE PAYMENT FOR POSTAGE FOR WATER DEPT	US Bank Debit Card for Postage Every Door Direct.	-402.36
VP_DJZHS8DT	6/24/2026	EFT FOR ONLINE PAYMENT FOR BUSINESS CARDS	US Bank Debit Card for Vistaprint to purchase business cards.	-27.35
25957	6/30/2026	EFT FOR ONLINE PAYMENT FOR UTILITY BILLING	US Bank Debit Card for Postage for June 2026 Utility Bills.	-604.17
Total Debit Card Withdrawals				-1,061.23

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



DATE: July 21st, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Adopt Resolution No. 1678-2026, a Resolution of the City Council of the City of Rio Dell Authorizing Examination of Sales or Transactions and Use Tax Records, superseding Resolution No. 1672-2026.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Adopt Resolution No. 1678-2026, a Resolution of the City Council of the City of Rio Dell Authorizing Examination of Sales or Transactions and Use Tax Records, superseding Resolution No. 1672-2026.

BACKGROUND

On June 16, 2026, the City Council adopted Resolution No. 1672-2026, designating City officers and the City’s sales tax consultant, Hinderliter de Llamas and Associates (HdL), to examine confidential sales and use tax records held by the California Department of Tax and Fee Administration (CDTFA), as required under Revenue and Taxation Code section 7056. This designation is a standard requirement that allows the City and its consultant to access the transaction data needed for revenue forecasting, audit recovery, and quarterly sales tax reporting under the City’s recently executed agreement with HdL.

Upon review, CDTFA approved Resolution No. 1672-2026 as it pertains to the City’s Bradley-Burns local sales and use tax. However, CDTFA noted that the resolution’s reference to Ordinance Number 326 pertains to the City’s original Transactions and Use Tax district (STJ 390), which expired on December 31, 2024. The City’s current Transactions and Use Tax, approved under Ordinance Number 394-2022 and administered by CDTFA as district STJ B14, is not covered by the prior resolution. CDTFA requires a new resolution citing the current ordinance in order for HdL to examine records for the active district tax.

DISCUSSION

The proposed resolution is substantively identical to Resolution No. 1672-2026, with the following corrections:

1. The recitals now cite Ordinance Number 394-2022 and the City's 2025 Transactions and Use Tax rather than the expired Ordinance Number 326;
2. Section 4 expressly supersedes Resolution No. 1672-2026 to eliminate any ambiguity regarding which resolution governs.

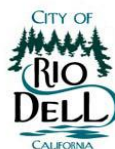
Adoption of the proposed resolution will authorize HdL to examine records for both the Bradley-Burns sales and use tax and the current Transactions and Use Tax district, ensuring the City receives full audit, forecasting, and reporting services across all of its sales tax revenue streams. The resolution maintains the same confidentiality protections required by Revenue and Taxation Code sections 7056 and 7056.5, including restrictions on HdL's use and retention of the data.

FISCAL IMPACT

There is no direct fiscal impact from adoption of the resolution. Compensation for HdL's services is governed by the existing agreement approved by the City. Enabling HdL to examine records for the current Transactions and Use Tax district supports revenue protection through misallocation detection and audit recovery, which may result in additional revenue to the City.

ATTACHMENTS

1. Resolution No. 1678-2026
2. Resolution No. 1672-2026 (adopted June 16, 2026)



RESOLUTION NO. 1678-2026
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AUTHORIZING EXAMINATION OF SALES OR TRANSACTIONS AND USE TAX
RECORDS

WHEREAS, pursuant to Ordinance Number 104, the City of Rio Dell ("City") entered into a contract with the California Department of Tax and Fee Administration ("Department") to perform all functions incident to the administration and collection of sales and use taxes; and

WHEREAS, pursuant to Ordinance Number 394-2022 and Revenue and Taxation Code section 7270, the City entered into a contract with the Department to perform all functions incident to the administration and collection of the City’s 2025 Transactions and Use Tax; and

WHEREAS, the City Council of the City of Rio Dell deems it desirable and necessary for authorized officers, employees and representatives of the City to examine confidential sales or transactions and use tax records of the Department pertaining to sales or transactions and use taxes collected by the Department for the City pursuant to those contracts; and

WHEREAS, Section 7056 of the California Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of Department records, and Section 7056.5 of the California Revenue and Taxation Code establishes criminal penalties for the unlawful disclosure of information contained in, or derived from, the sales or transactions and use tax records of the Department.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIO DELL HEREBY RESOLVES AS FOLLOWS:

Section 1. That the Finance Director and the City Manager, or other officer or employee of the City designated in writing by the City Manager to the California Department of Tax and Fee Administration, is hereby appointed to represent the City with authority to examine sales or transactions and use tax records of the Department pertaining to sales or transactions and use taxes collected for the City by the Department pursuant to the contracts between the City and the Department.

Section 2. The information obtained by examination of Department records shall be used only for purposes related to the collection of City sales or transactions and use taxes by the Department pursuant to those contracts, and for purposes related to the following governmental functions of the City:

- (a) Budget Planning and Revenue Forecasting
- (b) Economic Development
- (c) Community Development

(d) Business License Administration

The information obtained by examination of Department records shall be used only for those governmental functions of the City listed above.

Section 3. That Hinderliter de Llamas and Associates (HdL), located at 120 S. State College Boulevard, Suite 200, Brea, California 92821, is hereby designated to examine the sales or transactions and use tax records of the Department pertaining to sales or transactions and use taxes collected for the City by the Department. The person or entity designated by this section meets all of the following conditions, which are also included in the contract between the City and HdL:

- a) has an existing contract with the City to examine those sales or transactions and use tax records;
- b) is required by that contract to disclose information contained in, or derived from, those sales or transactions and use tax records only to the officer or employee authorized under Section 1 of this resolution to examine the information;
- c) is prohibited by that contract from performing consulting services for a retailer during the term of that contract;
- d) is prohibited by that contract from retaining the information contained in, or derived from, those sales or transactions and use tax records after that contract has expired.

BE IT FURTHER RESOLVED that the information obtained by examination of Department records shall be used only for purposes related to the collection of City sales or transactions and use taxes by the Department pursuant to the contracts between the City and the Department, and for those purposes relating to the governmental functions of the City listed in Section 2 of this resolution.

Section 4. That this resolution supersedes all prior resolutions of the City Council of the City of Rio Dell adopted pursuant to subdivision (b) of Revenue and Taxation Code section 7056, including Resolution No. 1672-2026.

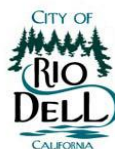
PASSED AND ADOPTED by the City of Rio Dell on this 21st day of July 2026

Ayes:
Noes:
Abstain:
Absent:

Debra L. Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk



RESOLUTION NO. 1672-2026
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AUTHORIZING
EXAMINATION OF SALES OR TRANSACTIONS AND USE TAX RECORDS

WHEREAS, pursuant to Ordinance Number 104, the City of Rio Dell (“City”) entered into a contract with the California Department of Tax and Fee Administration (“Department”) to perform all functions incident to the administration and collection of sales and use taxes; and

WHEREAS, pursuant to Ordinance Number 326 and Revenue and Taxation Code section 7270, the City entered into a contract with the Department to perform all functions incident to the administration and collection of transactions and use taxes; and

WHEREAS, the City Council of the City of Rio Dell deems it desirable and necessary for authorized officers, employees and representatives of the City to examine confidential sales or transactions and use tax records of the Department pertaining to sales or transactions and use taxes collected by the Department for the City pursuant to that contract; and

WHEREAS, Section 7056 of the California Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of Department records, and Section 7056.5 of the California Revenue and Taxation Code establishes criminal penalties for the unlawful disclosure of information contained in, or derived from, the sales or transactions and use tax records of the Department.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIO DELL HEREBY
RESOLVES AS FOLLOWS:

Section 1. That the Finance Director and the City Manager, or other officer or employee of the City designated in writing by the City Manager to the California Department of Tax and Fee Administration, is hereby appointed to represent the City with authority to examine sales or transactions and use tax records of the Department pertaining to sales or transactions and use taxes collected for the City by the Department pursuant to the contract between the City and the Department.

Section 2. The information obtained by examination of Department records shall be used only for purposes related to the collection of City sales or transactions and use taxes by the Department pursuant to that contract, and for purposes related to the following governmental functions of the City:

- (a) Budget Planning and Revenue Forecasting
- (b) Economic Development
- (c) Community Development
- (d) Business License Administration

The information obtained by examination of Department records shall be used only for those governmental functions of the City listed above.

Section 3. That Hinderliter de Llamas and Associates (HdL), located at 120 S. State College Boulevard, Suite 200, Brea, California 92821, is hereby designated to examine the sales or transactions and use tax records of the Department pertaining to sales or transactions and use taxes collected for the City by the Department. The person or entity designated by this section meets all of the following conditions, which are also included in the contract between the City and HdL:

- a) has an existing contract with the City to examine those sales or transactions and use tax records;
- b) is required by that contract to disclose information contained in, or derived from, those sales or transactions and use tax records only to the officer or employee authorized under Section 1 of this resolution to examine the information;
- c) is prohibited by that contract from performing consulting services for a retailer during the term of that contract;
- d) is prohibited by that contract from retaining the information contained in, or derived from, those sales or transactions and use tax records after that contract has expired.
- e)

BE IT FURTHER RESOLVED that the information obtained by examination of Department records shall be used only for purposes related to the collection of City sales or transactions and use taxes by the Department pursuant to the contract between the City and the Department, and for those purposes relating to the governmental functions of the City listed in Section 2 of this resolution.

Section 4. That this resolution supersedes all prior resolutions of the City Council of the City of Rio Dell adopted pursuant to subdivision (b) of Revenue and Taxation Code section 7056.

PASSED AND ADOPTED by the City of Rio Dell on this 16th day of June 2026

Ayes:
Noes:
Abstain:
Absent:

Debra Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk



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

July 21, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action Authorizing the City Manager to Submit a Low Population Waiver Application to CalRecycle Under SB 1383 (14 CCR § 18984.12) and Authorize the City Manager to Execute the Application

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Staff recommends that the City Council adopt a motion authorizing the City Manager, or designee, to prepare, execute, and submit a Low Population Waiver Application to the California Department of Resources Recycling and Recovery (CalRecycle) requesting a full waiver from the organic waste collection service requirements of Article 3 (14 CCR §§ 18984 through 18984.10) for a period of five (5) years, and to take all other actions reasonably necessary to carry out the intent of this motion, including submitting any renewal application(s) prior to expiration; or,

Take no action. This will result in all SB1383 requirements becoming effective on January 1, 2027.

BACKGROUND AND DISCUSSION

Senate Bill 1383 (Lara, Chapter 395, Statutes of 2016) established statewide targets to reduce the disposal of organic waste in landfills and directed CalRecycle to adopt regulations (14 CCR Division 7, Chapter 12, Article 3) requiring jurisdictions to provide organic waste collection services to all generators, including three-container or two-container collection, container labeling and color requirements, contamination monitoring, and associated recordkeeping.

Recognizing that these requirements impose a disproportionate burden on very small, low-volume jurisdictions, the regulations (14 CCR § 18984.12(a)) and subsequent legislation, SB 613 (Seyarto, Chapter 878, Statutes of 2023), authorize CalRecycle to grant a Low Population Waiver to a city or special district that meets both of the following thresholds:

- The jurisdiction disposed of less than 5,000 tons of solid waste in calendar year 2014; and
- The jurisdiction has a total population of less than 7,500 people.

An approved waiver may be granted for a period of up to five years and does not relieve the jurisdiction of its other SB 1383 obligations, including edible food recovery coordination, and continuing to promote and provide information to generators about waste prevention, community composting, on-site organic waste management, and other means of recovering organic waste.

The City of Rio Dell qualifies for the Low Population Waiver on both statutory bases:

Eligibility Criterion	Rio Dell Data
2014 solid waste disposal < 5,000 tons	Yes – confirmed less than 5,000 tons disposed in 2014. Current year estimate is 1,500tn +/-
Total population < 7,500	3,224
Generators to be included in waiver	725 (all residential, commercial, and industrial generators)

Given Rio Dell's small population, limited generator base, and correspondingly low disposal tonnage, full compliance with the multi-container collection, container color/labeling, contamination monitoring, and related recordkeeping requirements of Article 3 would impose significant administrative and capital costs relative to the City's limited solid waste enterprise resources, without a commensurate benefit to statewide organics diversion goals. Staff therefore recommends requesting a full waiver from the following provisions for the maximum allowable term of five years:

- 14 CCR § 18984 – Combined Organic Waste Collection Services
- 14 CCR § 18984.1 – Three-Container Organic Waste Collection Services
- 14 CCR § 18984.2 – Two-Container Organic Waste Collection Services
- 14 CCR § 18984.3 – Unsegregated Single Container Collection Services
- 14 CCR § 18984.4 – Recordkeeping Requirements for Compliance with Organic Waste Collection Services
- 14 CCR § 18984.5 – Container Contamination Minimization
- 14 CCR § 18984.6 – Recordkeeping Requirements for Container Contamination Minimization
- 14 CCR § 18984.7 – Container Color Requirements
- 14 CCR § 18984.8 – Container Labeling Requirements
- 14 CCR § 18984.9 – Organic Waste Generator Requirements
- 14 CCR § 18984.10 – Commercial Business Owner Responsibilities

If approved, the waiver could be valid for up to five years from the date of CalRecycle approval. The City would remain obligated to comply with all other applicable SB 1383 requirements not covered by the waiver, including edible food recovery program coordination and ongoing outreach and education to generators regarding waste prevention, home composting, and organic waste diversion options. Staff will track the waiver's expiration date and return to Council for authorization to apply for renewal at least 180 days prior to expiration, consistent with 14 CCR § 18984.12(a).

There is no direct cost to apply for the waiver; CalRecycle does not charge an application fee. Approval of the waiver is expected to provide an opportunity to avoid substantial future costs to the City's solid waste/wastewater enterprise associated with procuring additional collection containers, retrofitting container color and labeling, and establishing contamination-monitoring and recordkeeping systems that would otherwise be required under full Article 3 compliance.

ATTACHMENTS

- Draft Low Population Waiver Application (CalRecycle form)

///

Low Population Waiver Application for Cities or Special Districts Providing Solid Waste Collection Services

CalRecycle is providing this form as a convenience to assist cities or special districts providing solid waste collection services for purposes of applying for low population waivers under 14 CCR 18984.12(a) or SB 613 (Seyarto, Chapter 878, Statutes of 2023). Use of this form is optional and not a regulatory requirement.

A jurisdiction (city or special district providing solid waste collection services) may apply to CalRecycle for a waiver for some or all of its generators from some or all of the requirements of Article 3 in 14 CCR 18984 through 18984.13.

To qualify for a low population waiver, the following must apply to the jurisdiction:

- The jurisdiction disposed less than 5,000 tons of solid waste in 2014.
- The jurisdiction has a total population of less than 7,500 people.

CalRecycle-approved waivers are valid for a period of up to five years. A jurisdiction may apply to renew a waiver at any time up to 180 days prior to the expiration of an existing approved waiver. An approved waiver does not waive a jurisdiction from its obligation to comply with the other requirements of the SB 1383 regulations including, but not limited to, promoting and providing information to generators about waste prevention, community composting, managing organic waste on site, and other means of recovering organic waste.

Please clearly print or type your responses. Attach additional pages as necessary.

Jurisdiction Name: City of Rio Dell	County: Humboldt
Person Completing the Application:	
First Name: Kyle	Last Name: Knopp
Title: City Manager	
Mailing Address: 675 Wildwood Avenue	
City: Rio Dell	
Zip Code: 95562	
E-mail Address: knoppk@cityofriodell.ca.gov	
Phone Number: 707-764-3532	

1. Did you dispose less than 5,000 tons of solid waste in 2014?	Yes ☒	No ☐
2. What is the current total population of your jurisdiction?	3,224	
3. How many generators are included in this waiver request? (This total includes all generators, such as residential, commercial, industrial, etc.)	725	
4. What duration are you requesting?	☐ 1 year	☐ 2 years
	☐ 3 years	☐ 4 years
	☒ 5 years	

(Requests cannot be longer than 5 years)						
5. What requirements of Article 3 in 14 CCR 18984 are you requesting to be waived? (Select all that are that are applicable to this request.)						
☒ 14 CCR 18984 Combined Organic Waste Collection Services	☒ 14 CCR 18984.1 Three-Container Organic Waste Collection Services	☒ 14 CCR 18984.2 Two-Container Organic Waste Collection Services				
☒ 14 CCR 18984.3 Unsegregated Single Container Collection Services	☒ 14 CCR 18984.4 Recordkeeping Requirements for Compliance with Organic Waste Collection Services	☒ 14 CCR 18984.5 Container Contamination Minimization				
☒ 14 CCR 18984.6 Recordkeeping Requirements for Container Contamination Minimization	☒ 14 CCR 18984.7 Container Color Requirements	☒ 14 CCR 18984.8 Container Labeling Requirements				
☒ 14 CCR 18984.9 Organic Waste Generator Requirements	☒ 14 CCR 18984.10 Commercial Business Owner Responsibilities	This box is blank				

I hereby certify under penalty of perjury that the information provided herein is true and correct to the best of my knowledge.

_____	Kyle Knopp	City Manager	7/21/2026
Signature	Printed Name	Title	Date



Staff Highlights – 2026-07-21

City Council

City Manager

Staff is researching maintenance of the lighted crosswalk at Wildwood and Center. 4 of the 9 lights at the location are not operating.

Staff has been working on the Opportunity Zone 2.0 submission.

The local Girl Scout troop has made a \$450 dollar donation for a dog waste bag station.

Mayor Garnes, Councilmember Woodall and volunteers planted flowers at Blue Star Memorial Park.

Some residents have raised concerns over Blue Green Algae in the river. However, at this time the County's Department of Environmental Health has not identified or flagged the Rio Dell shoreline as having the harmful version of the algae.

Street Sweeping is scheduled for Friday the 24th.

The water line replacement project is expected to be completed by October 28th.

City Clerk

Encroachment Permits:

- None.

Business Licenses:

- Ann Selby Bookkeeping
- Humboldt Mobile Foot Care

Miscellaneous

- Information on running for City Council now available, make an appointment with the City Clerk to begin the process.

**City Attorney****Human Resources, Risk & Training****Finance Department**

Contacted the City's bank to reconfirm the revolving line of credit figures for the Painter Street Sewer Line Replacement Project and followed up with the State Water Board on the project.

Registered two CalOES-funded earthquake damage repair projects with the Department of Industrial Relations, the Fern Street Lift Station and the Chlorine Contact Basin, and provided the assigned DIR project numbers to the City's contract engineer.

Submitted the FY 2025-26 Q4 progress report for the Clean California Local Grant Program (Eel River Trail) to Caltrans.

Coordinated with the Police Chief on the Q4 narrative responses needed to complete the Measure Z grant report.

Facilitated the collection of annual cannabis license fees for the FY 2026-27 cycle.

Sent FY 2025-26 fourth quarter tax reminders to cannabis cultivators.

Reviewed the CivicPlus and Granicus agenda management proposals and provided a cost analysis to the City Clerk.

Built the briefing package on the Spay and Neuter Voucher Program for a Councilmember and completed the operating transfer of Animal License and Control fee revenue to its dedicated fund.

Prepared the Senior Home Repair Program renewal staff report for the July 21 meeting.

Prepared the delinquent sewer charges hearing materials (Resolution 1675-2026) and the follow-up staff report for the July 21 continued hearing.

Public Works Water**Public Works Wastewater****Public Works Streets, Buildings and Grounds****Public Works City Engineer****Public Works Capital Projects**



Police Department

Patrol Statistics:

During July 6th – July 16th 2026, the Rio Dell Police Department handled 204 total incidents of which 125 were calls for service and 79 were proactive contacts/stops. 4 arrests were made. A total of 3 citations were issued for traffic offenses or other miscellaneous criminal violations. 20 total cases requiring investigation were taken.

Staffing:

- FULL STAFF.

Community Events / Notable Cases:

- Softball Match between Rio Dell Police and Rio Dell Fire on July 10th had a good showing and was a great team building and community event. The Police Department won the match in an overwhelming victory! Looking to build on this going forward.
- Stemming from a separate investigation, Officers seized numerous illegal firearms on the 200 block of Davis St. including a suppressor, 3D printed pistol parts, and manufactured assault rifle parts. 36 year old Rio Dell resident, Shane Legendre was arrested for 6 gun-related charges including 5 felonies.

CSO Total calls for service: 51

Abatement Projects:

Residential Abatement:

- 38 Active Cases

Vehicular Abatement:

- 10 total cases
- 1 vehicles towed

Animals

- 6 animal related calls for service
- 0 dogs transported to Fortuna PD Kennels

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park

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



DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Senior Home Repair Program Contract Renewal, Fiscal Year 2026-27

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve renewal of the Senior Home Repair Program agreement with Humboldt Senior Resource Center, Inc. for fiscal year 2026-27 in an amount not to exceed \$1,500, and authorize the City Manager to execute the agreement. HSRC has provided a conforming certificate of insurance and additional insured endorsement.

BACKGROUND

The Senior Home Repair Program provides minor home repair services to income-eligible residents aged 60 and older living within Rio Dell city limits. Repairs are capped at \$300 per household per fiscal year. Eligible services are listed in Appendix A of the agreement and include grab bars, trip hazard and railing repair, minor plumbing and electrical work, and smoke and carbon monoxide detectors.

Council first authorized the program in FY 2024-25 at \$5,000 and renewed it in FY 2025-26 at a reduced \$2,500 based on actual utilization. Humboldt Senior Resource Center (HSRC) has now submitted its FY 2025-26 program report and proposes renewal for FY 2026-27 at a further reduced \$1,500. The reduction was proposed by HSRC based on its own review of prior year trends.

DISCUSSION

Fiscal Year 2025-26 Results

HSRC served four Rio Dell households. All four projects were completed: leaking faucets, a broken window, a grab bar installation, and soft bathroom flooring from water damage. All fell within the approved scope and all households met income eligibility. Median time from intake to completion was 15 days.

Total program cost was \$938.20. The City paid \$841.70 and one client contributed \$96.50. City expenditure equaled 33.7 percent of the \$2,500 authorization. Average City cost per household was \$210.43.

The \$300 per household cap was tested for the first time and held. The window repair totaled \$396.50. The City paid the \$300 maximum and the client covered the \$96.50 balance.

Two-Year History

	FY 2024-25	FY 2025-26
Households served	6	4
Not-to-exceed amount	\$5,000	\$2,500
City expenditure	\$1,096.85	\$841.70
Utilization	21.9%	33.7%
Average City cost per household	\$182.81	\$210.43

Across two years the program has served ten households at a combined cost to the City of \$1,938.55, which is less than a single year's authorization in either year.

FUNDING

The \$1,500 is accommodated within the adopted FY 2026-27 General Fund appropriation for contracts and professional services in the General Government department. No budget adjustment is required.

NEXT STEPS

HSRC has provided a certificate of insurance and additional insured endorsement evidencing \$1,000,000 commercial general liability coverage effective through the fiscal year term, naming the City of Rio Dell as an additional insured as required under Section 7. All conditions for execution have been satisfied. Upon Council approval, staff will execute the agreement and will return to Council with the FY 2026-27 program report at year end.

ATTACHMENTS

1. Draft FY 2026-27 Agreement for Professional Services with Humboldt Senior Resource Center, Inc.
2. HSRC Senior Home Repair Program Report, FY 2025-26 (client information redacted)

CONTRACT AGREEMENT
AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into on the 1st day of July 2026, by and between the City of Rio Dell (herein referred to as "City"), and Humboldt Senior Resource Center, Inc (herein after referred to as "HSRC"), for the period of July 1, 2026, to June 30, 2027, regarding the following services:

Home Repair for Income Eligible Older Adults Aged 60 and Older

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

1. HSRC shall, perform, in a satisfactory and proper manner, home repair services to income eligible older adults aged 60 and older, who reside within the city limits of Rio Dell. Repairs may not exceed \$300 per household, per fiscal year. Examples of home repair services include, but are not limited to those listed in Appendix A.
1. Eligible resident's incomes qualifications shall be determined by utilizing the 2026 Humboldt County Moderate Income Limit Maximums as defined in Appendix A.
2. **City** shall compensate HSRC up to a total of \$1,500 per fiscal year.
3. Services must be available through the entire 12-month contract.
4. **Any** changes in the scope of service, including any increase or decrease in compensation which is agreed upon between the parties, shall be effective when incorporated in written amendments to the Agreement. No oral understanding or agreement shall be binding to the parties hereto.
5. Compensation shall be paid to HSRC upon receipt of properly completed financial reports. Total annual compensation shall not exceed \$1,500 per fiscal year, unless previously agreed upon in accordance with item four above.
6. HSRC agrees to comply with all federal, state, and local laws, regulations, standard, policies, and standards of employment. HSRC also agrees to keep in effect all licenses, permits, notices, certificates, bonds, and insurance required for performing the service.
7. During the terms of this Agreement, HSRC shall insure, HSRC and, as an additional primary insured, shall insure City, its officials, officers, and employees against all damages and claims for damage for bodily injury or property damages arising out of this Agreement.

\$1,000,000 combined single limit. HSRC shall furnish City with properly executed certificates of insurance and provide that such insurance shall not be cancelled, allowed to expire, or materially reduced in coverage except on thirty (30) days prior written notice to City.

- 8. HSRC shall expend funds received solely for the purpose of this project.
- 9. **Termination or Suspension for Cause.** Upon breach of this agreement, City shall have the right to (1) suspend the project funded under this Agreement or (2) terminate this Agreement by giving notice to HSRC of such suspension or termination. The city shall specify in writing the effective date thereof at least five (5) days before the effective date of such suspension or termination.
- 10. **Termination for Convenience.** Either City or HSRC may terminate this agreement upon thirty (30) days written notice to written notice to other party.
- 11. **Indemnification.** HSRC shall indemnify, hold harmless and defend the City from and against any and all claims, causes of action, fines, penalties and damages of every type and nature, including, without limitation, those related to injuries to person(s) or property, arising out of or related to HSRC's provision of services pursuant to this Agreement.

City and HSRC executed this agreement on , 2026.

HSRC: City of Rio Dell

Rachael Sovereign
Director of Operations

Kyle Knopp
City Manager

CONTRACT AGREEMENT
AGREEMENT FOR PROFESSIONAL SERVICES

Appendix A

2. Home repair services may include, but are not limited to the following:
- a. Grab Bar Installations (Toilet, Bathtub, Showers)³
 - b. Floor Trip Hazard Repairs
 - c. Railing and Banister Repairs
 - d. Changing of Light Bulbs in Ceiling, Porch Fixtures, and other hard to reach areas
 - e. Repair to doors and doorways
 - f. Minor Roof Repairs
 - g. Minor Plumbing and Electrical Repairs
 - h. Purchasing and Installing Smoke Detectors and Carbon Monoxide Detectors (and replacement of batteries)
 - i. Caulk Around Windows or other Minor Weatherizing Treatments
 - j. Minor Repairs of Existing Fencing if Unsafe
 - k. Clean Up and Disposal of Plant materials to Maintain Safe Exterior Walkways, Stairs, and Steps.
 - l. Platforms for Chairs and Sofas

3. 2026 Humboldt County Moderate Income Limit Maximums

Number of Persons in Household	1	2	3	4	5	6	7	8
	\$81,550	\$93,200	\$104,850	\$116,500	\$125,800	\$135,150	\$144,450	\$153,800

CITY OF Rio Dell S.H.R. GRANT PROGRAM 2025-2026

Client	Intake Date	Labor Hours	Total @ \$21/hr	Miles	Amount \$0.70/mile	Materials	Subtotal	8% Admin	TOTAL	Grant Paid	Client Paid	Completion Date	Notes
Redacted	10/13/2025	3	\$ 63.00	50	\$ 35.00	\$ 128.09	\$ 226.09	\$ 18.09	\$ 244.18	\$ 244.18	\$ -	12/2/2025	Leaking Faucets
Redacted	1/22/2026	11.9	\$ 249.90	96	\$ 67.20	\$ 50.03	\$ 367.13	\$ 29.37	\$ 396.50	\$ 300.00	\$ 96.50	2/2/2026	Broken Window
Redacted	3/4/2026	6	\$ 126.00	84	\$ 58.80	\$ 45.18	\$ 229.98	\$ 18.40	\$ 248.38	\$ 248.38	\$ -	3/19/2026	Grab Bar Installation
Redacted	4/23/2026	1.5	\$ 31.50	20	\$ 14.00	\$ -	\$ 45.50	\$ 3.64	\$ 49.14	\$ 49.14	\$ -	5/7/2026	Soft Floors in Bathroom/Water Damage
			\$ -		\$ -		\$ -	\$ -	\$ -				
			\$ -		\$ -		\$ -	\$ -	\$ -				
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Total		22.4	\$ 470.40	250	\$ 175.00	223.3	\$ 868.70	\$ 69.50	\$ 938.20	\$ 841.70	\$ 96.50		



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

July 21, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action Receiving a Presentation from the Redwood Coast Energy Authority on the Authority's 26-27 Budget and Rate Recommendation and Related Direction to Councilmember Wilson on Voting for or Against the Authority's Proposed Budget and Rate Recommendation.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation, ask questions, deliberate and provide direction to Councilmember Wilson on the vote for the proposed budget and rate recommendation.

BACKGROUND AND DISCUSSION

Redwood Coast Energy Authority was established to provide regional development and implementation of energy programs that reduce demand, increase efficiency and advance the use of renewable resources for the benefit of local residents, businesses and institutions. On May 6, 2003 the City Council authorized execution the RCEA JPA via Resolution No. 842-2003 and the City of Rio Dell has been a member ever since. Councilmember Frank Wilson is the current City of Rio Dell representative on the RCEA Board.

In 2002, the state provided local communities with the opportunity to procure electric power for their residents through establishment of community choice aggregation programs under Assembly Bill (AB) 117. Unlike a traditional municipal utility in which the city or county owns all of the infrastructure to generate and distribute power and service customer needs, community choice aggregation programs utilize the existing wires and equipment of incumbent investor-owned utilities. In Rio Dell's case, this would be Pacific Gas and Electric Company (PG&E). The community choice aggregation program purchases power, which is then delivered, metered and billed by PG&E.

On November 15, 2016 The Rio Dell City Council passed Ordinance No. 346-2016 authorizing the City to enter the Community Choice Aggregation (also known as Community Choice Energy) with RCEA as lead agency. All other county jurisdictions did the same.

Over the years RCEA has worked with the City on several projects, including energy efficiency projects, EV charging projects, as well as conducting a study for City Hall and the Corporation

Yard to implement solar and battery backup systems. The work conducted by RCEA great benefit to the securing of grant funding that placed a 16kv solar system, generator and ample battery storage at City Hall, as well as replacing 1960's era generators at our Wastewater collection lift stations. These projects were completed without the use of City funds.

At your July 7, 2026 Council Meeting, Councilmember Wilson expressed some concern related to the Redwood Coast Energy Authority (RCEA) budget and rate recommendation. Councilmember Wilson noted that the proposed budget included the possibility of RCEA rates exceeding parity with Pacific Gas & Electric, to the tune of 10 to 12.5 percent. Councilmember Wilson also noted that RCEA spends approximately \$10 million dollars locally, including \$6 million in payroll, plus various programs and rebates. Councilmember Wilson expressed his belief that this budget was particularly consequential and expressed a desire for the Council to direct him on how to vote.

It is important to note that the RCEA's Board voting methodology differs greatly from all other JPA's. Simply put, votes are tabulated based on the relative size of the jurisdictions. In this case, Rio Dell's proportional share of the vote is six percent (6%).

Exhibit A
Redwood Coast Energy Authority
Amended and Restated Joint Powers Agreement

Board Voting Shares for Community Choice Aggregation Business
Updated January 2025

Jurisdiction	Electric Customer Accounts	Percentage of Total Accounts (Jurisdiction's Accounts Divided by Total Accounts)	Customer Base Voting Share (67 x ratio of accounts)	Pro Rata Voting Share (33 x [1/number of Directors])	Total Votes, Prior to Rounding	TOTAL VOTES	PRIOR VOTES
City of Arcata	8,743	12.95%	8.68	4,125	12.80	13	13
City of Blue Lake	655	0.97%	0.65	4,125	4.77	5	5
City of Eureka	13,956	20.67%	13.85	4,125	17.97	18	18
City of Ferndale	949	1.41%	0.94	4,125	5.07	5	5
City of Fortuna	5,811	8.61%	5.77	4,125	9.89	10	10
City of Rio Dell	1,568	2.32%	1.56	4,125	5.68	6	6
City of Trinidad	274	0.41%	0.27	4,125	4.40	4	4
County of Humboldt (unincorporated)	35,561	52.67%	35.29	4,125	39.41	39	39
Total	67,517	100%	67	33	100	100	100

- Due to rounding, totals will differ at various stages of the calculation process.
- The percentages of total accounts are rounded to two decimal places prior to calculating the Customer Base Voting Share.
- Customer Base Voting Share = 67 multiplied by the % of total accounts, rounded to two decimal places.
- Total votes are the sum of the Pro Rata Voting Share and the Customer Base Voting Share, rounded to the nearest whole number.
- The allocation of voting shares will be updated every two years, and as-needed to adjust for changes in the make-up of jurisdictions participating in the CCA.

* Source: RCEA

Beth Burks, Executive Director the RCEA will present a powerpoint on the Authority's budget and rate recommendation and be available to answer questions.

Attachments:

RCEA Powerpoint ///

RCEA Fiscal Year 2026-2027 Budget: Overview and Rate Recommendation

Presentation to:

City of Rio Dell

July 21, 2026

RCEA Budget Process

May 2026

Set priorities/ cost saving strategies.

June 2026

Adopted budget with direction to set rates less than 10% above PG&E, maintain minimum of \$26M in financial reserves.

**23 July
2026**

Set rates to take effect September 1, 2026.

Fiscal Year 2026-2027 Priorities



Steady Environmental Goals

- 100% renewable and carbon free energy portfolio

Financial Health

- Maintain reserves to ensure organizational solvency and long-term rate stabilization

Customer Programs

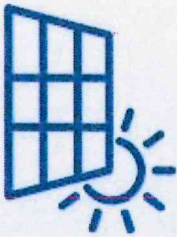
- Administer an unprecedented amount of external funding for energy efficiency assistance and continue to offer core transportation electrification incentives

Vision Setting & Regional Coordination

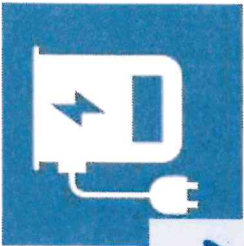
- Support regional climate action planning and update RCEA's strategic plan, REPower Humboldt

Optimize Operations

- Strengthen customer service
- Improve asset O&M to be net income neutral/positive



Northern Rural
Energy Network
YOUR LOCAL ENERGY SOLUTIONS



Fiscal Year 2026-2027 Budget Reductions

- No COLA increase for at least 2 years
- Reduction of part-time staff
- Froze 4 full-time vacant positions
- Reduction to salaries for 2026 due to 27th pay period (\$200K savings)
- Reduced Community Choice Energy funded rebates by \$30K
- Reduced travel, training, education, and outreach budgets
- Eliminated consultant for strategic plan update
- Pursuing pre-pay agreements to lower cost of power by approximately \$2M annually

RCEA Budget Summary

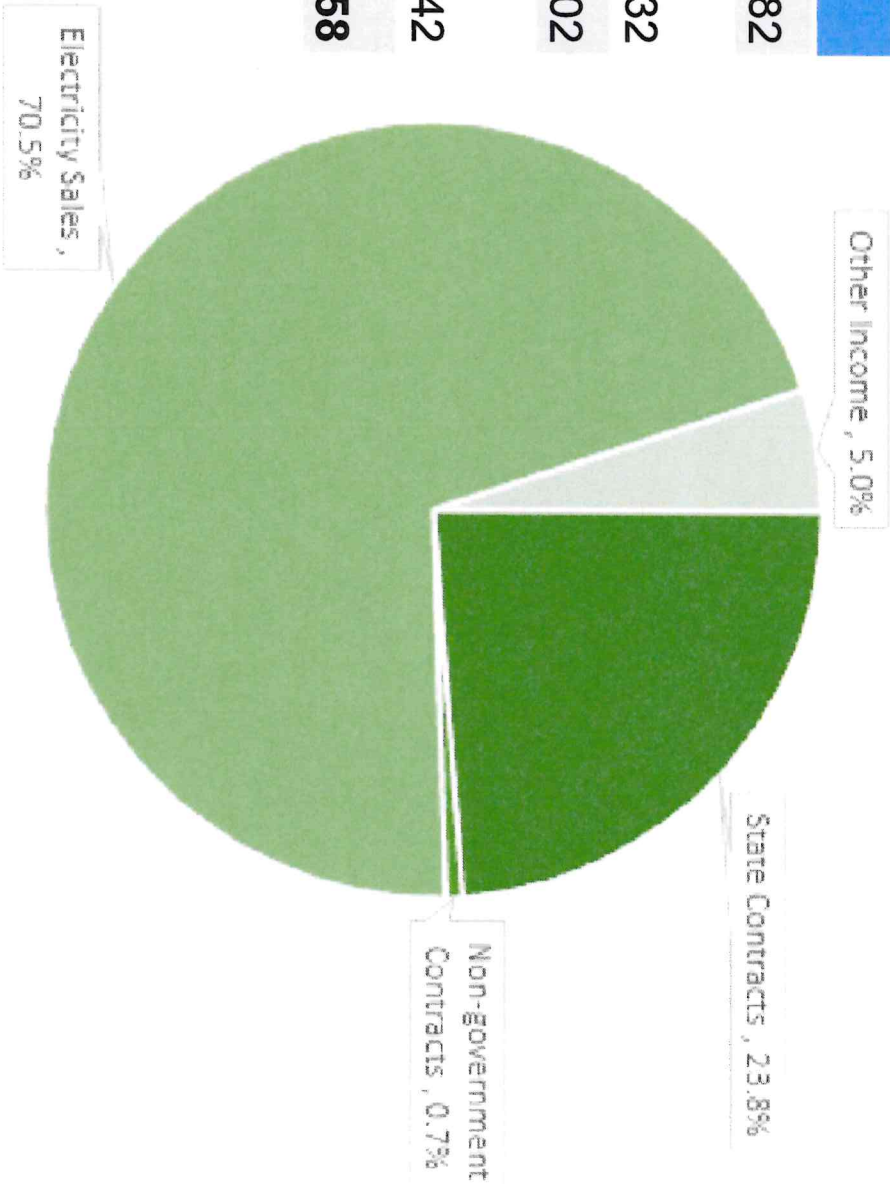
	Adopted FY 25-26	Amended FY 25-26	FY 26-27
Revenues	\$83.2M	\$68.4M	\$73.1M
Expenses	\$78.2M	\$68.3M	\$78.7M
Net Income	\$5M	\$159,542	(\$5.6M)

Biggest factors influencing budget:

Customer usage & retail rates	\$71.5M	\$55.9M	\$51.5M
Power Costs	\$57.6M	\$49.3M	\$53M

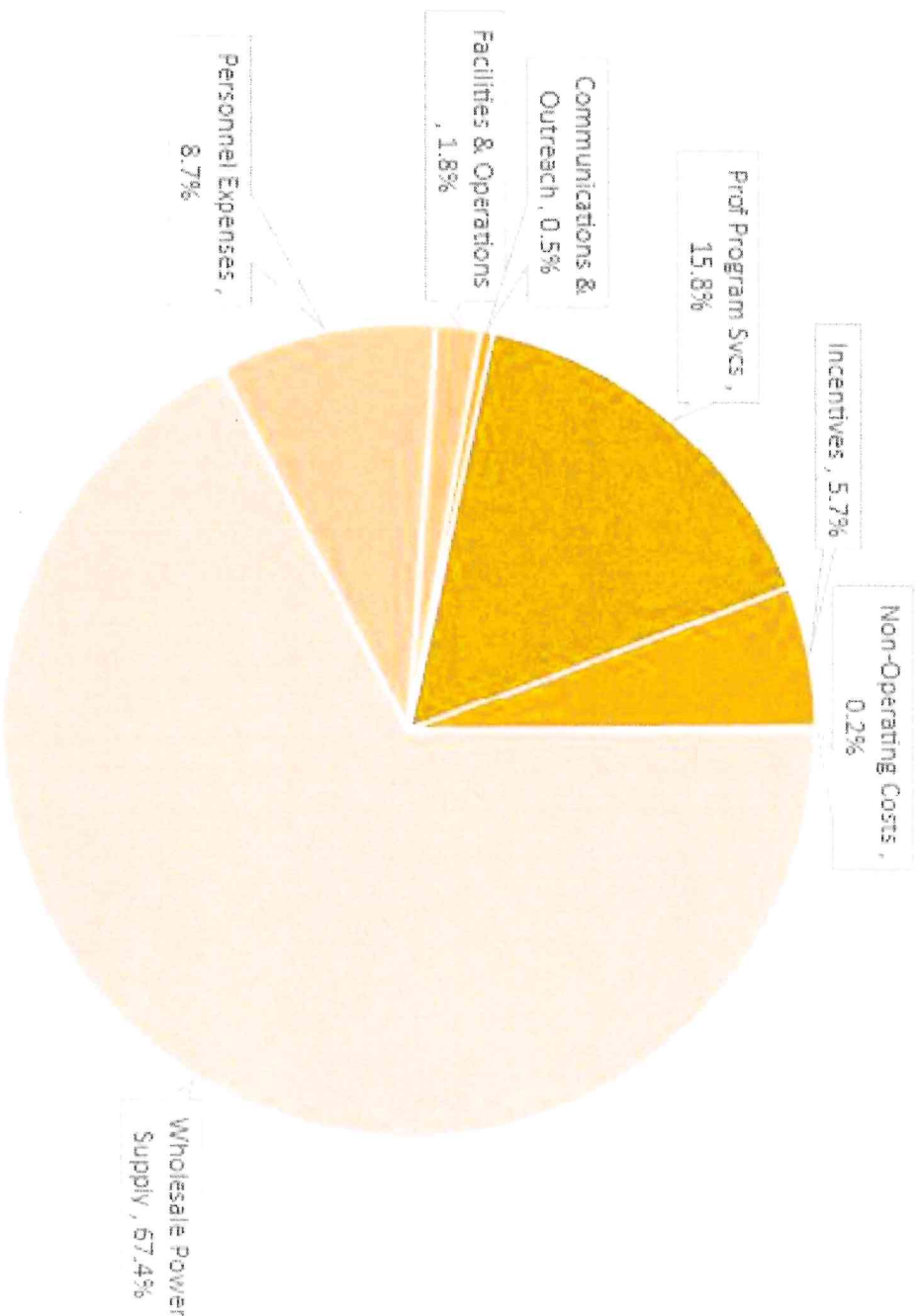
Breakout by Type of Revenue

FY 26-27	
State Contracts	\$17,395,782
Non-government Contracts	\$515,532
Electricity Sales	\$51,511,502
Investment income and tax credits	\$3,683,142
Total	\$73,105,958



Breakout by Type of Expense

	FY 26-27
Wholesale Power Supply	\$53,053,147
Personnel	\$6,848,843
Facilities and Operations	\$1,412,926
Communications and Outreach	\$383,463
Professional and Program Services	\$12,447,435
Incentives and Rebates	\$4,454,047
Non-operating	\$129,300
Total	\$78,729,160



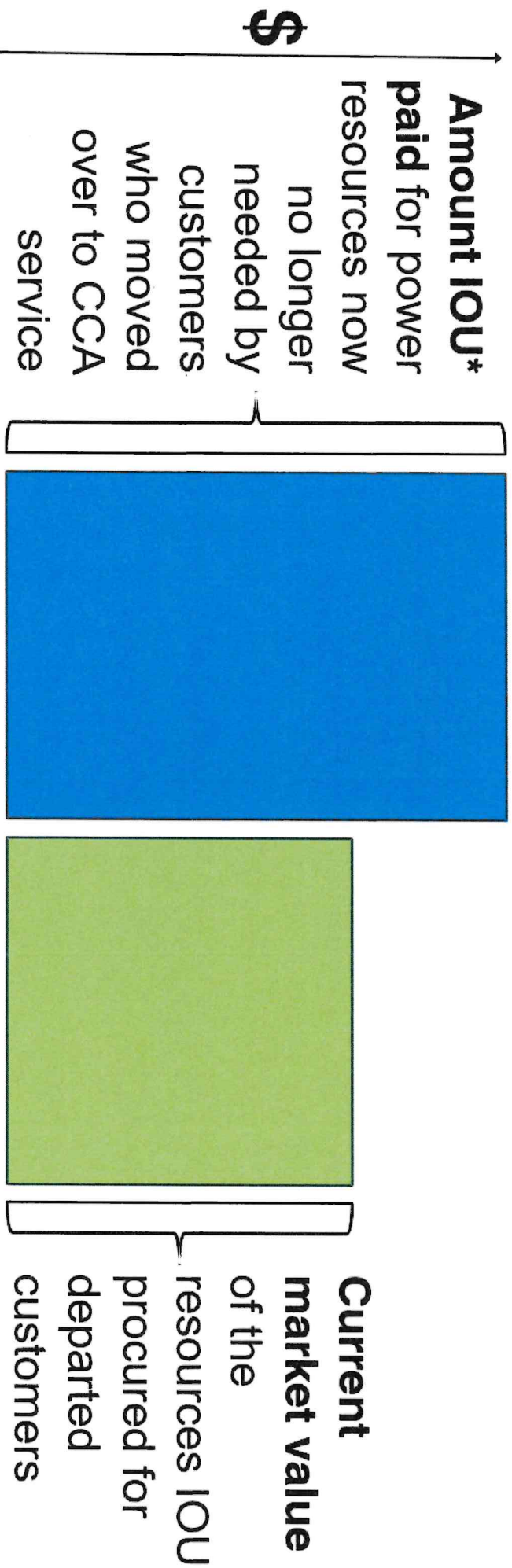
Factors Influencing RCEA Rates

**Power
Costs**

**RCEA
Expenses**

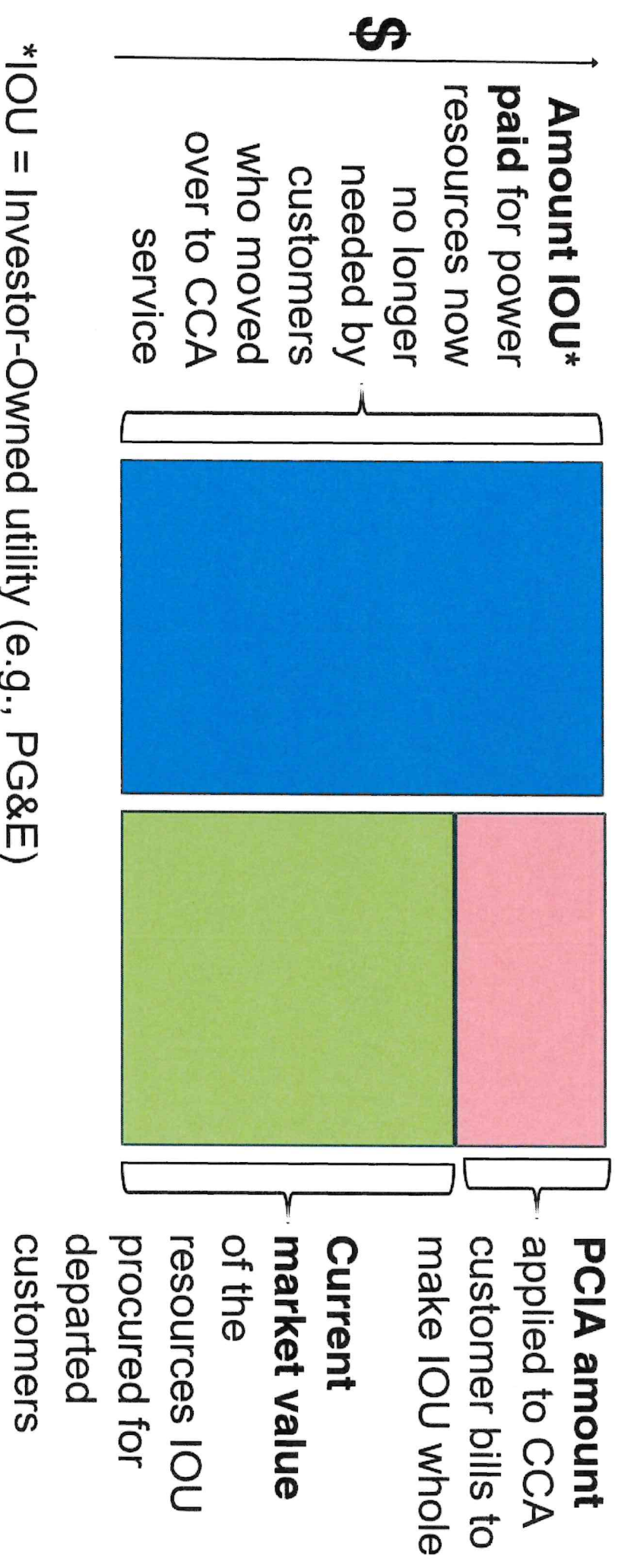
PCIA

Purpose of the PCIA



*IOU = Investor-Owned utility (e.g., PG&E)

Purpose of the PCIA

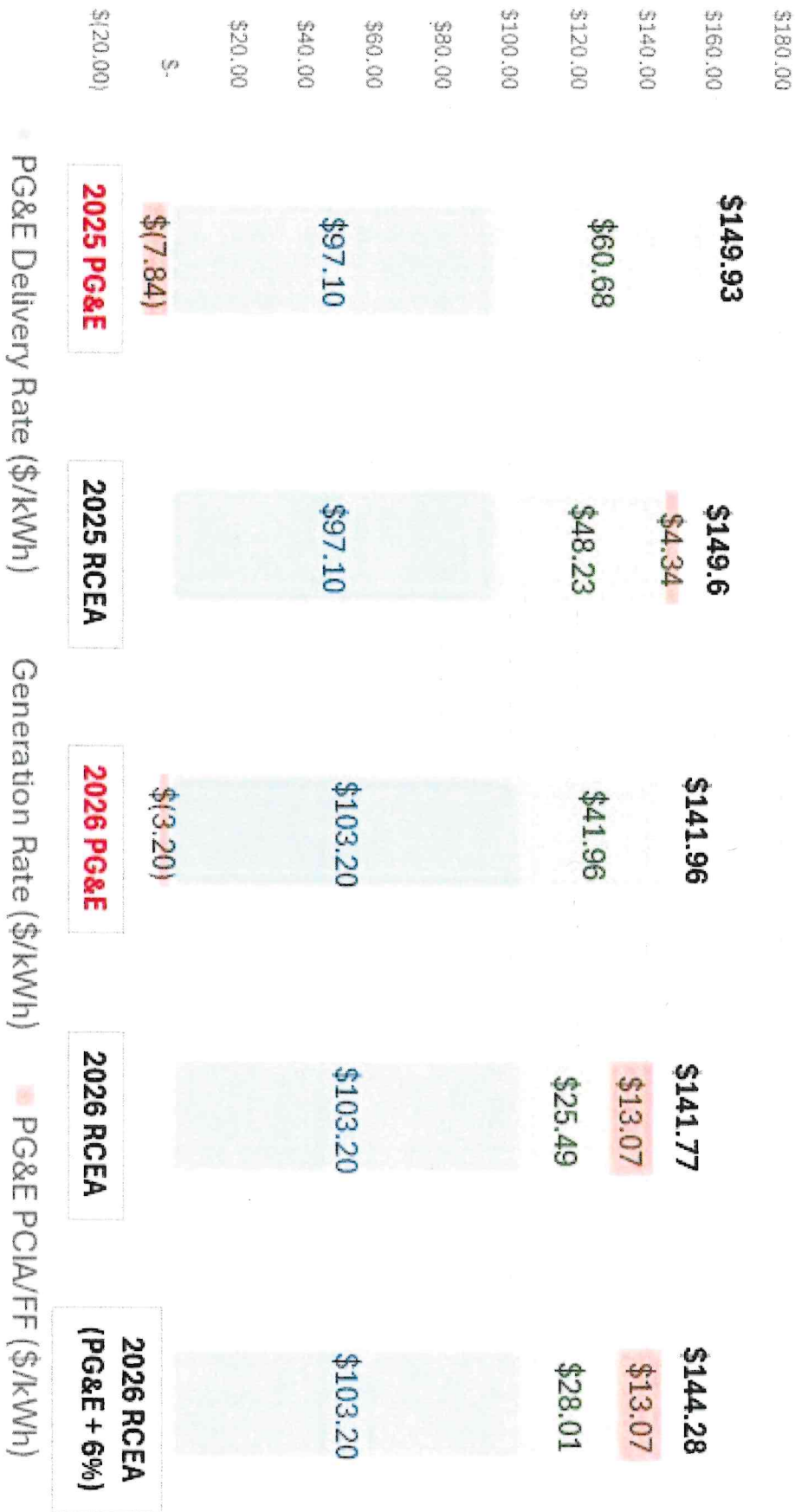


Impacts to RCEA Rates

- In January 2026 the PCIA increased by 232% for RCEA customers.
- For the typical RCEA customer, **the PCIA is equal to 51%** of their total generation charges.
- **RCEA's current rates would be 31% lower** than the PG&E rates without the PCIA.
- RCEA's historic discount from PG&E is no longer possible due to the PCIA.

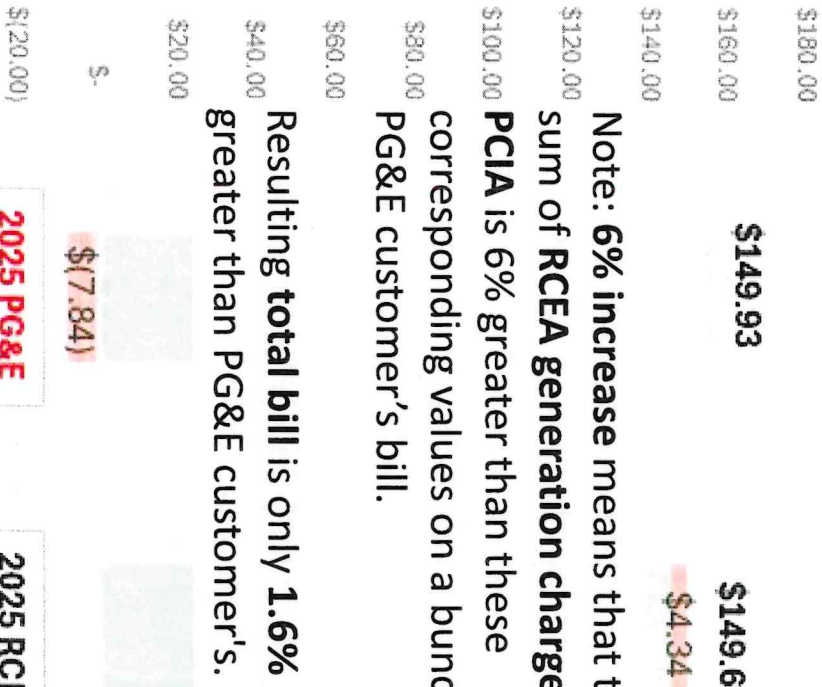
PG&E and RCEA Bill Comparison

Average Monthly Usage, E-TOU-C Rate



PG&E and RCEA Bill Comparison

Average Monthly Usage, E-TOU-C Rate



Note: **6% increase** means that the sum of **RCEA generation charge** plus **PCIA** is 6% greater than these corresponding values on a bundled PG&E customer's bill.

Resulting **total bill** is only **1.6%** greater than PG&E customer's.

PG&E Delivery Rate (\$/kWh)

Generation Rate (\$/kWh)

PG&E PCIA/FF (\$/kWh)

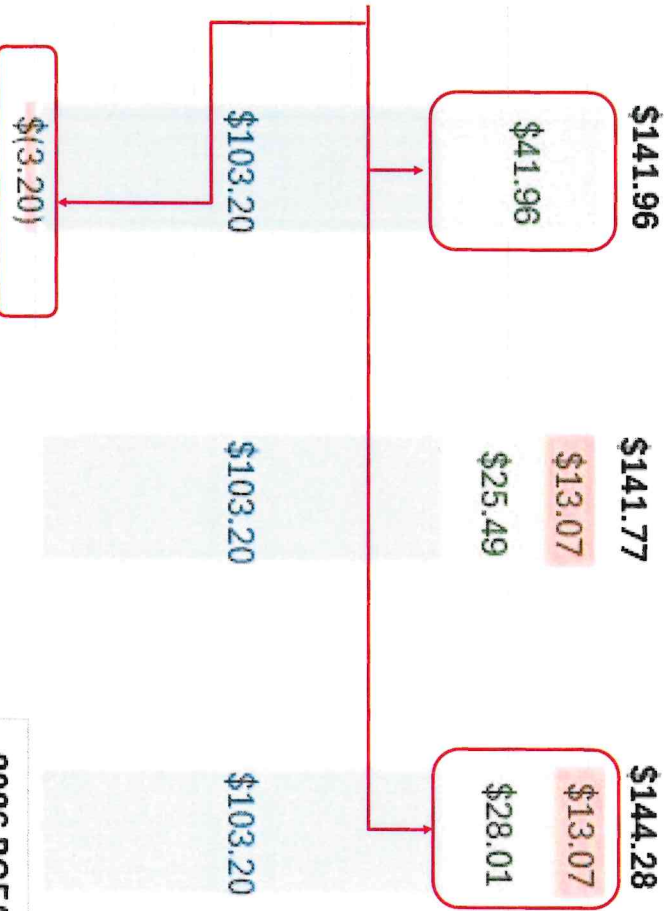
2025 PG&E

2025 RCEA

2026 PG&E

2026 RCEA

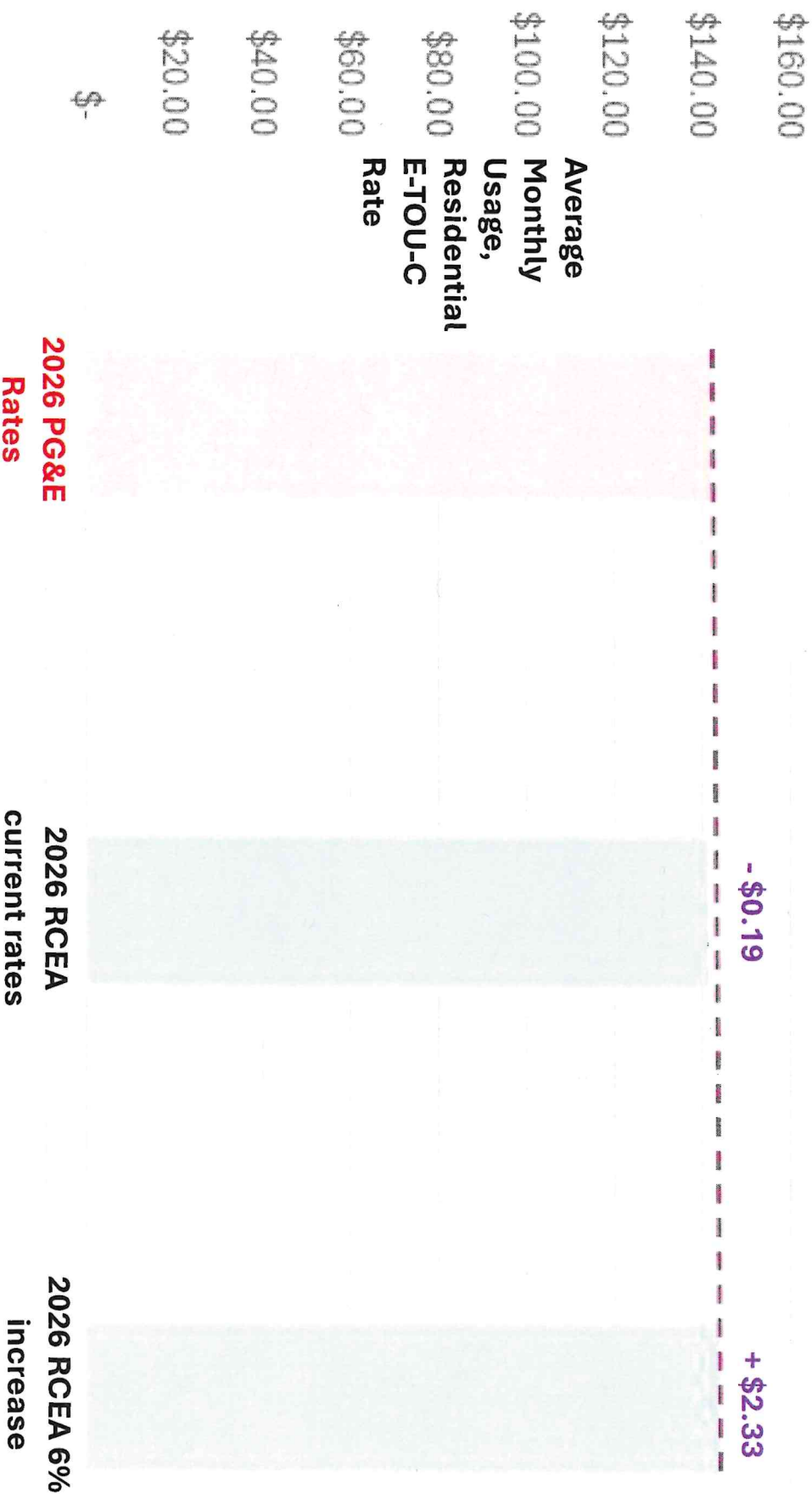
2026 RCEA (PG&E + 6%)



Total Electricity Cost 2025/2026



Total Electricity Cost 2026



Next steps

RCEA Board to finalize Rate at July 23, 2026 Board Meeting.

Rates would become effective September 1, 2026.

Monitor rates, make quarterly adjustments as needed up to 9.5% cap.

Concerned about
your electricity bill?

Call or visit RCEA

707-269-1700

redwoodenergy.org

With RCEA you can:

- Review your rate
- Request a free home energy assessment
- Request a free energy efficiency kit
- Search rebates to save money on energy efficient upgrades

THANK YOU



REDWOOD COAST
Energy Authority

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



DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Update on Spay and Neuter Voucher Program

RECOMMENDATION

Receive and file this report on the Spay and Neuter Voucher Program, and direct staff to establish a recurring dedication of Animal License and Control fee revenue to the program beginning in FY 2026-27.

BACKGROUND

The City Council approved the Spay and Neuter Voucher Program on August 20, 2024, and Resolution 1623-2024, adopted October 15, 2024, established the program and named Animal License and Control fees, projected at approximately \$2,500 per year, as its primary funding source. Vouchers are valued from \$75 for male cats to \$350 for female dogs under 65 pounds, distributed through the Rio Dell Community Resource Center, and redeemed at a local provider, Humboldt Humane, doing business as Critters Without Litters. The McLean Foundation supported the program's launch with two grants awarded October 23, 2024: grant #399 for \$2,000 and grant #400 for \$1,500.

PROGRAM RESULTS

Through the July 1, 2026 billing, the program has provided spay and neuter services to 53 animals: 32 dogs and 21 cats, at an average provider billing of approximately \$120 per animal. Every provider billing through July 1, 2026 has been paid in full. The program has operated continuously for 22 months with no new staff and no new administrative structure: the clinic performs the work, invoices the City per animal, and is paid directly.

FUNDING AND SUSTAINABILITY

The program is fully funded by dedicated animal fees, philanthropy, and community donations, with no draw on general City resources. Funding secured since inception totals \$13,221.05:

Funding source	Amount
Animal License and Control fee revenue, dedicated to the program effective 6/30/2026	\$8,971.05
McLean Foundation grants #399 and #400 (received 9/9/2025)	\$3,500.00
Community donations (three donors)	\$750.00
Total funding secured since inception	\$13,221.05

The Animal License and Control fees named in Resolution 1623-2024 as the program's primary funding source have exceeded the resolution's \$2,500 annual projection in both years of operation:

Fiscal year	Fees collected	Resolution projection
FY 2024-25	\$3,972.00	\$2,500.00
FY 2025-26	\$4,999.05	\$2,500.00
Total	\$8,971.05	\$5,000.00

Annual fee collections of roughly \$4,000 to \$5,000 exceed the program's annual cost at its current pace of roughly 25 animals per year, making the program self-sustaining at its current scale. Both McLean Foundation awards closed in October 2025; the dedicated fee stream has replaced philanthropy as the program's ongoing funding source.

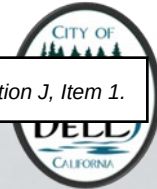
California's \$50 million California for All Animals initiative, launched in 2022 and administered by the UC Davis Koret Shelter Medicine Program, directed more than half of its disbursed funding toward spay and neuter, and its grant funds are now fully awarded. Rio Dell's program demonstrates a small-city model that a successor state funding effort could scale: locally administered, fee-backed, delivered through an existing community clinic, and verified to provider billings. Staff has prepared briefing materials supporting Council engagement with state legislators on stable funding for rural spay and neuter programs.



The Spay and Neuter Voucher Program

How a city of 3,400 built a self-sustaining spay and neuter program

July 2020



Why we built it

Unaltered animal populations drive shelter intake, animal control calls, and costs that fall hardest on small cities. Rio Dell built a simple answer: pay a trusted local clinic directly, one animal at a time.

Approved August 20, 2024

Resolution 1623-2024 established the program and named animal license fees as its funding source.

Delivered by a local provider

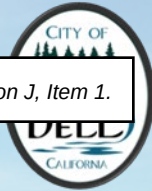
Humboldt Humane, dba Critters Without Litters, invoices the City per animal served.

Backed by philanthropy

McLean Foundation grants #399 (\$2,000) and #400 (\$1,500), awarded October 23, 2024.

HOW A VOUCHER WORKS

- 1 Resident brings a dog or cat to the clinic
- 2 Clinic performs the spay or neuter
- 3 Clinic invoices the City per animal
- 4 City pays the clinic directly, funded by dedicated fees, grants, and donations

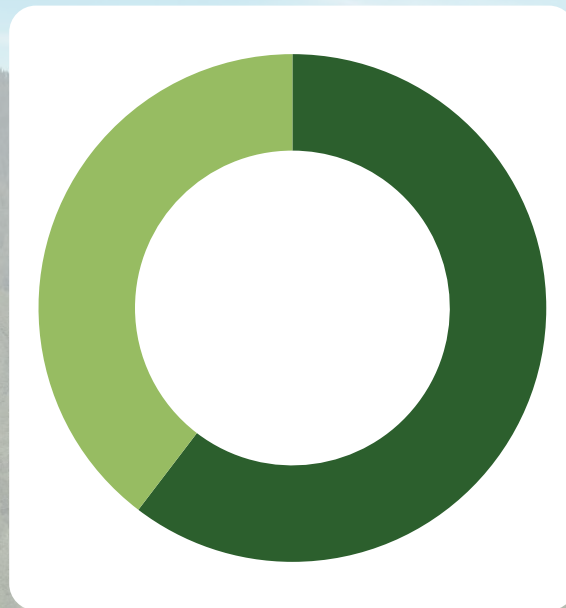


Results through June 2026

53

animals served

Every animal served through a voucher redeemed at the local clinic, valued from \$75 to \$350 by animal type and size.



32 dogs



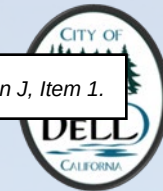
21 cats

About \$120

average cost per animal served

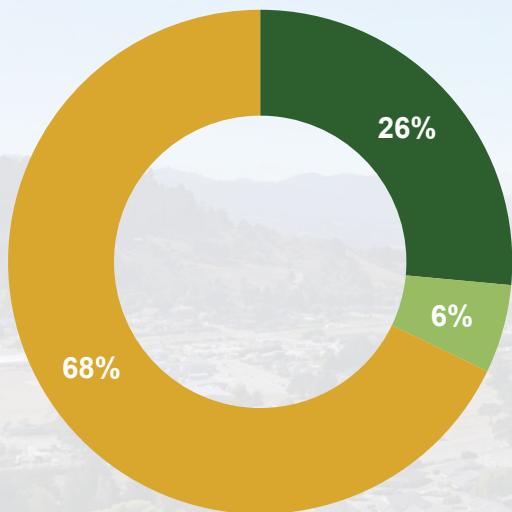
22 months

of continuous operation since launch



How it is funded

The voucher program is fully funded by dedicated animal fees, philanthropy, and community donations. \$13,221 secured to date.



● McLean Foundation grants **\$3,500**

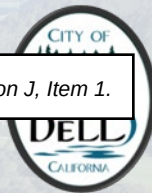
Grants #399 and #400, reimbursed in full on September 9, 2025

● Community donations **\$750**

Three local donors supporting the fund

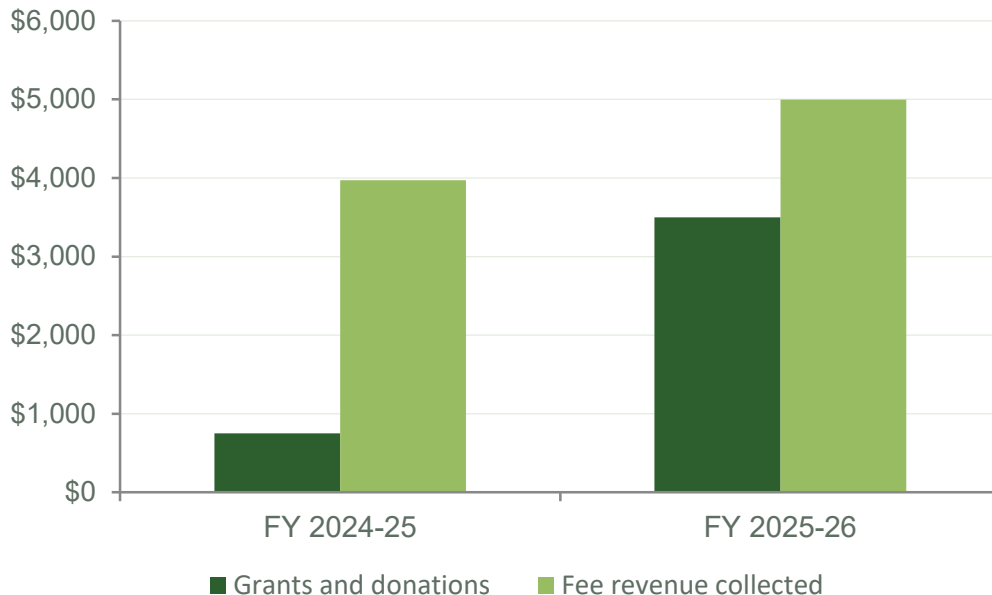
● Dedicated animal fees **\$8,971**

Two years of license fee collections, dedicated to the program June 30, 2026



The leverage story

Outside funding and dedicated fee revenue by fiscal year



\$13,221 secured

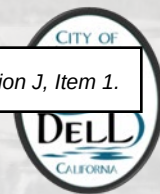
in grants, donations, and dedicated fee revenue across the program's two years

Philanthropy carried the start

The \$3,500 McLean reimbursement arrived September 2025, just as the fund ran lowest

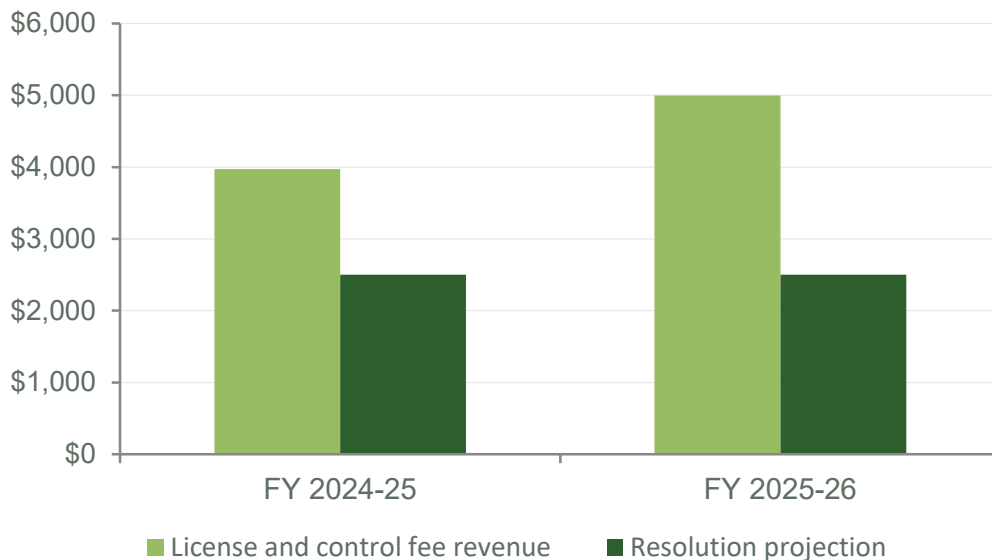
Fees replaced the grants

Both McLean awards closed October 2025; dedicated license fees now carry the program



The funding stream exists

Animal license and control fee revenue vs the \$2,500 annual projection



\$8,971 collected

in animal license and control fees across the program's two fiscal years

Double the projection

FY 2025-26 collections hit 200% of the \$2,500 annual forecast in Resolution 1623-2024

Transfer complete

The full \$8,971.05 dedicated to the program effective June 30, 2026

THE ASK

Stable state funding for rural spay and neuter

California's \$50-million California for All Animals initiative put more than half of its disbursed funding toward spay and neuter, and its grant funds are now fully awarded. Rio Dell shows what comes next.

The model works

53 animals served at about \$120 each, verified to provider billings.

The economics are honest

Dedicated local fees fully fund the current program. What they cannot fund is growth: more animals, feral cat work, regional demand.

The partnership is ready

A proven local provider, a dedicated fund, and a live funding stream. State support scales a working model.

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

FROM: Josh Phinney, Chief of Police

THROUGH: Kyle Knopp, City Manager

DATE: July 21, 2026

SUBJECT: **Discussion and Possible Action Regarding the Police Department Animal Kennel Project**

RECOMMENDATION

It is recommended that the City Council:

1. **Authorize construction of the concrete slab** for the proposed Police Department Animal Kennel Project in order to maintain the project schedule. Due to contractor availability and the limited construction season, delaying this work could postpone completion of the project until after the winter months.
2. **Authorize staff to solicit donations, grants, sponsorships, and other community funding sources** with the goal of securing **30 percent (30%) of the total project cost** for the Animal Kennel Project.
3. **Direct staff to return to the City Council** once donations and outside funding totaling at least **30 percent (30%)** of the total project cost have been secured for consideration of funding the remaining **70 percent (70%)** necessary to complete the project.

BACKGROUND

The Rio Dell Police Department is responsible for providing animal control services to the City of Rio Dell, including the care and temporary housing of stray, injured, dangerous, abandoned, and evidentiary animals. Currently, the department does not have a permanent kennel facility and must rely on temporary housing arrangements that are less efficient, require additional staff time, and limit the department's ability to properly care for animals in its custody.

Recognizing the need for a permanent solution, the City Council established an ad hoc committee to evaluate options for constructing a kennel facility. The committee reviewed several alternatives with varying levels of cost and complexity. After considering the available options, the committee selected the proposal presented in this report as the preferred option for Council consideration.

DISCUSSION

The proposed project consists of the purchase and installation of a six-run prefabricated commercial kennel specifically designed for municipal animal control operations. The completed facility will provide secure, sanitary, climate-controlled housing while improving operational efficiency, officer safety, and animal welfare.

The proposal currently includes:

- Purchase and delivery of a 12-foot by 24-foot six-run prefabricated commercial kennel, complete with electrical package, climate control, floor drains, dog doors, feeding systems, and related features for **\$70,745.70**.
- Construction of a 28-foot by 18-foot reinforced concrete slab for **\$12,890.00**.
- Installation of an automatic electric gate system, walk-through access gate, and associated fencing improvements for **\$9,750.00**.

The currently identified project cost totals approximately **\$93,385.70**.

Additional project components remain to be completed but have not yet been formally quoted. These include:

- Installation of a wastewater holding tank to collect wash water generated during kennel cleaning. The tank is anticipated to require pumping approximately once per month.
- Installation of an electrical transformer or other utility improvements necessary to support the additional electrical demand of the facility.

Staff estimates these remaining improvements will cost approximately **\$10,000 or less**, bringing the anticipated total project cost to approximately **\$103,000**.

Project Timing

Staff recommends proceeding immediately with construction of the concrete slab. Local contractor schedules are rapidly filling, and this work must be completed as soon as possible to maintain the overall construction schedule. Delaying the slab installation could push completion of the project into the rainy season and potentially postpone completion until after winter.

Constructing the slab now allows the City to preserve contractor availability while continuing efforts to secure outside funding for the remainder of the project.

Funding Strategy

Staff recommends pursuing a collaborative funding strategy that leverages community support while minimizing the City's financial commitment.

Under this approach, staff would actively seek donations, sponsorships, grants, and other outside funding sources with the goal of securing approximately **30 percent of the total project cost**. Once that funding goal has been achieved, staff would return to the City Council for authorization to proceed with the remaining project expenditures, with the City funding the remaining **70 percent**.

This approach demonstrates fiscal responsibility while encouraging community participation in a project that will improve public safety, enhance animal care, and provide a long-term municipal asset.

FISCAL IMPACT

Known project costs currently total **\$93,385.70**, with additional infrastructure improvements estimated at **\$10,000 or less**, resulting in an anticipated total project cost of approximately **\$103,000**.

Staff is requesting immediate authorization only for construction of the concrete slab in the amount of **\$12,890.00**. Authorization for the remaining project expenditures would be requested after outside funding totaling at least **30 percent** of the total project cost has been secured.

OPTIONS

The City Council may:

1. Approve staff's recommendation.
 2. Modify the proposed funding strategy.
 3. Request additional information.
 4. Decline to proceed with the project.
 5. Provide other direction to staff.
-

ATTACHMENTS

1. Concrete Slab Proposal
2. Commercial Kennel Proposal
3. Electric Gate and Entry System Proposal
4. Photographs of build site and kennel



PO Box 201
764 Walnut Drive
Rio Dell Ca 95562
CA Lic# 887091
DIR # 1000055519
SB-PW ID # 2022910

Date: 07/12/2026
To: City of Rio Dell
Project: Concrete
slab for Dog Kennel

Offer valid until: 08/12/2026

Construction Project Proposal

We propose to provide Equipment, material and labor to complete the following:

Remove sod and 4" top 4 inches of dirt. Compact. Install 6" class A base and Compact. Form and pour 28'x18' Concrete pad for new dog kennel. Clean up.

TOTAL FOR ALL ABOVE WORK \$12,890.00

Contractor Signature:  Date: 06/09/2026
Ryan Heussler Owner

Notice in compliance with Contractors License law, Section 7018 (B&P Code, Div. 3, Chap. 1) this is to inform you that, under the Mechanic's Lien Law (California Code of Civil Procedure, Section 1181) Any contractor, Sub Contractor, Labor, Supplier or other person who helps to improve your property but is not paid for his work or supplies, has the right to enforce a claim against your property could be sold by a court officer and the proceeds of the sale used to satisfy the indebtedness.

Acceptance of Proposal: The above specifications, conditions and price and payment schedule are satisfactory and hereby accepted. Contractor is authorized to perform work as specified.

Owner's Signature _____ Date: _____

Pinecraft.com*Quote***Customer:**

Josh Phinney
 Chief of Police
 Rio Dell Police Department
 675 Wildwood Ave., Rio Dell, CA 95562
 707-764-5642 (Office) ext. 209

Date: 7/9/26
P.O. #:

Shipping Method		Shipping Terms		Delivery Date	
Qty	Item #	Description	Options	Unit Price	Line Total
1		12x24 6 Run Commercial Kennel		\$ 39,630.00	\$ 39,630.00
1		<i>Deluxe Trim Package</i>		\$ 1,981.50	\$ 1,981.50
1		<i>Metal Siding</i>	<i>Charcoal</i>	\$ 4,755.60	\$ 4,755.60
1		<i>Metal Roof</i>	<i>Evergreen</i>	\$ 495.00	\$ 495.00
1		<i>Electric Package w/breaker box 1 light, 1 switch, 1 receptical</i>		\$ 1,981.50	\$ 1,981.50
1		<i>2 x additional lights</i>			\$ -
1		<i>5 x additional recepticals</i>			\$ -
1		<i>Mini-Split Heat/AC - 24,000 BTU</i>		\$ 5,320.00	\$ 5,320.00
1		<i>Prehung 6 panel single entry door</i>		\$ -	\$ -
6		<i>17" x 30" Deluxe dog doors</i>		\$ 198.15	\$ 1,188.90
1		<i>Stainless steel floor channel drains</i>		\$ 1,981.50	\$ 1,981.50
1		<i>Standard 11.5 Gauge Chain Link Dividers</i>		\$ -	\$ -
1		<i>4' High interior Dividers</i>		\$ 2,377.80	\$ 2,377.80
		<i>4' High Exterior Dividers</i>			
6		<i>Stainless Steel Feed Bowl System</i>		\$ 198.15	\$ 1,188.90
2		<i>Gable Vents</i>		\$ 97.50	\$ 195.00
1		<i>Hose Port</i>		\$ 150.00	\$ 150.00
				Subtotal	\$ 61,245.70
				Sales Tax	
				Shipping	\$ 9,500.00
				TOTAL	\$ 70,745.70

Michael Lennox**7/9/26***Authorized by**Date*

CACREN FENCING

Lic#834877

Remit To:
P.O Box 37
Rio Dell, Ca. 95562
707-496-3870
Email tmfcjc@gmail .com

7-13-26
City of Rio Dell
Attn: Randy Jensen
jensenr@cityofriodell.ca.gov

We propose to furnish all materials and perform all labor necessary to complete the installation of entry system onto existing swing gate. Also, install walk-thru gate into existing fence. Finally, repair top wire on front fence.

Materials
LIFTMASTER CSW24UL Swing Gate Operator
12-Remotes
1-Keypad
Magloc
Walk-Thru Gate

Total materials/labor estimated to be: \$9750.00

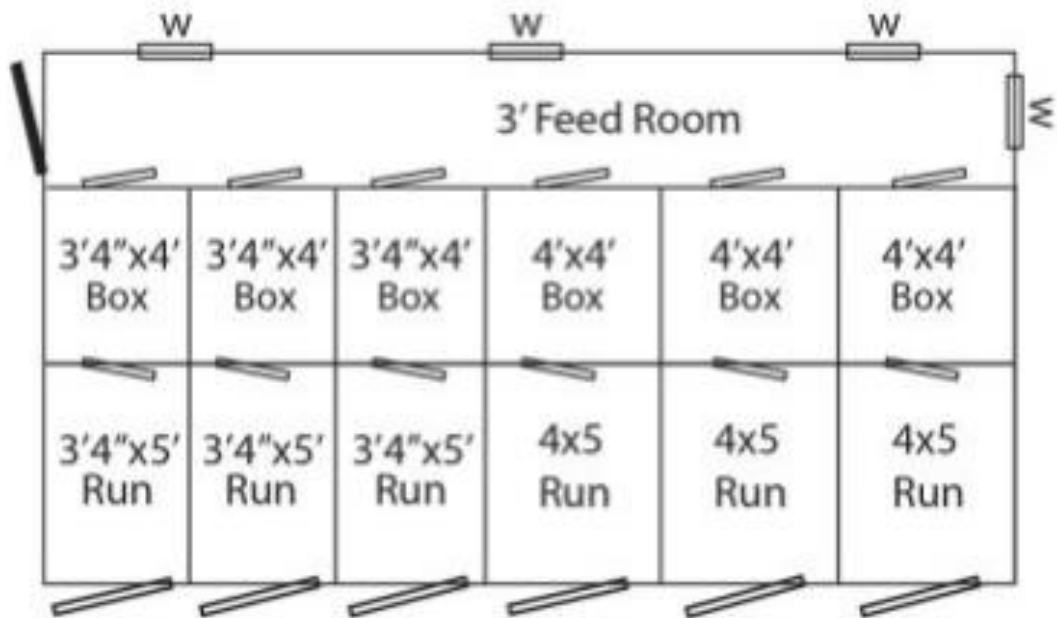
Acceptance of Proposal

The specifications described above are satisfactory and are hereby accepted. By signing below it is understood that I accept all material cost to proceed with proposal. Due to the instability of wood products, Cacren Fencing is not liable for any problems caused by shrinkage, expansion, or warping. Cacren Fencing is not liable for any damage/problem due to anything other than workmanship. Payment in full is to be made at completion of job, upon invoice, in cash or check only.

Sign & Print _____ **Date** _____

Amount of Deposit: _____

***This proposal may be withdrawn if not accepted within 30 days.**









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



DATE: July 21, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Continued Public Hearing on the Objection to the Delinquent Sewer Service Charge for Assessor's Parcel Number 052-122-021-00, and Consideration of a Revised Report of Delinquent Sewer Service Charges

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Conduct the continued public hearing and hear and consider the objection of the property owner of Assessor's Parcel Number 052-122-021-00 to the delinquent sewer service charge for that parcel.
2. At the conclusion of the continued hearing, make the City Council's determination upon the charge for Assessor's Parcel Number 052-122-021-00 pursuant to Rio Dell Municipal Code Section 13.10.244(B), by either:
 - a. Overruling the objection and affirming the charge as confirmed by Resolution No. 1675-2026, in which case no further Council action is required and the report confirmed on July 7, 2026 stands as the Council's final determination; or
 - b. Adopting Resolution No. 1677-2026, modifying or removing the charge for Assessor's Parcel Number 052-122-021-00, confirming the revised report of delinquent sewer service charges as the Council's final determination, and amending Resolution No. 1675-2026 to that extent.
3. Direct the City Clerk to file the confirmed report, together with the direct charge documentation required by the Humboldt County Auditor-Controller, on or before August 10, 2026, for collection on the fiscal year 2026-27 secured property tax roll, excluding any account paid in full on or before August 6, 2026.

BACKGROUND AND DISCUSSION:

Rio Dell Municipal Code Sections 13.10.242 through 13.10.246, adopted by Ordinance No. 399-2023, and California Health and Safety Code Sections 5473 through 5473.7, authorize the City to collect delinquent sewer service charges on the Humboldt County secured property tax roll.

On July 7, 2026, the City Council conducted a duly noticed public hearing to consider the report of delinquent sewer service charges. Following the hearing, the City Council adopted Resolution No. 1675-2026, confirming the report as its final determination under Section 13.10.244 and directing the Humboldt County Auditor-Controller to place the charges on the fiscal year 2026-27 secured property tax roll.

The property owner of Assessor's Parcel Number 052-122-021-00 submitted a written public comment objecting to the charge for that parcel and requesting additional time to prepare a response. Rio Dell Municipal Code Section 13.10.244(A) expressly authorizes the City Council to continue the hearing from time to time. The City Council continued the hearing as to Assessor's Parcel Number 052-122-021-00 only, to the July 21, 2026 regular meeting, to allow the property owner an opportunity to present. All other parcels on the report were confirmed and are not before the City Council at this time.

Effect on Resolution No. 1675-2026

Resolution No. 1675-2026 confirmed the report of delinquent sewer service charges in its entirety and remains in full force and effect. The confirmed report has not been filed with the Humboldt County Auditor-Controller, and under Section 13.10.245 the City has until August 10, 2026 to do so.

Because Resolution No. 1675-2026 confirms the report as a single document, the report as confirmed and the report as filed must match. If the City Council modifies or removes the charge for Assessor's Parcel Number 052-122-021-00 following the continued hearing, a revised resolution confirming a revised report is required before the report is filed with the County. Resolution No. 1677-2026 (Attachment C) is presented for that purpose and is recommended for adoption only in that circumstance.

If the City Council overrules the objection and affirms the charge, no further resolution is necessary. Resolution No. 1675-2026 already confirms the report including this parcel, and the City Clerk will file the confirmed report as adopted.

Account Summary

The parcel is served by an active sewer account that is billed monthly. The charges consist of the monthly sewer service charge and the late charges authorized under Chapter 13.10. Staff has reviewed the account in full and is able to account for each charge on the report.

Notice of this proceeding was provided in conformance with Section 13.10.243(B). A written report describing each affected parcel and the amount of the charge was prepared and filed with the City Clerk under Section 13.10.243(A). Written notice was mailed to each affected property owner, and notice of the filing of the report and of the time and place of the hearing was posted in three public places within the City and on the City website.

Any account paid in full on or before August 6, 2026 will be removed from the report and will not have charges placed on the fiscal year 2026-27 property tax bill. This option remains available to the property owner regardless of the City Council's action on the objection.

Staff Position

Staff has reviewed the account and finds the charges to be correct, documented, and noticed in conformance with the Municipal Code. Staff recommends that the City Council overrule the objection and affirm the charge as confirmed by Resolution No. 1675-2026. Resolution No. 1677-2026 is presented in the alternative should the City Council determine to modify or remove the charge.

FISCAL IMPACT:

The delinquent sewer service charge for Assessor's Parcel Number 052-122-021-00 totals \$1,187.21 as reflected in the report. Removal of the parcel from the report would forgo collection of that amount through the fiscal year 2026-27 secured property tax roll and would require the City to pursue other available collection remedies. There is no fiscal impact to the charges confirmed for any other parcel.

ATTACHMENTS:

Attachment A - Resolution No. 1675-2026, adopted July 7, 2026

Attachment B - Resolution No. 1677-2026

Attachment C - Revised Report of Delinquent Sewer Service Charges

Attachment D - Written Public Comment Received July 7, 2026

**RESOLUTION NO. 1675-2026****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL CONFIRMING THE REPORT OF DELINQUENT SEWER SERVICE CHARGES AND DIRECTING THE HUMBOLDT COUNTY AUDITOR-CONTROLLER TO PLACE THE CHARGES ON THE FISCAL YEAR 2026-27 SECURED PROPERTY TAX ROLL**

WHEREAS, Rio Dell Municipal Code Sections 13.10.242 through 13.10.246 and California Health and Safety Code Sections 5473 through 5473.7 authorize the City of Rio Dell to collect delinquent sewer service charges on the Humboldt County secured property tax roll; and

WHEREAS, a written report describing each parcel of real property with a delinquent sewer service charge, and the amount of the charge for each parcel, was prepared and filed with the City Clerk in conformance with Rio Dell Municipal Code Section 13.10.243(A); and

WHEREAS, notice of the filing of the report and of the time and place of the public hearing was given in conformance with Rio Dell Municipal Code Section 13.10.243(B), and written notice was mailed to each affected property owner; and

WHEREAS, the City Council conducted a duly noticed public hearing on July 7, 2026, at which it heard and considered all protests and objections, if any, to the report; and

WHEREAS, the City Council has determined that the delinquent sewer service charges are authorized to be placed on the tax roll and meet the legal requirements established by the Humboldt County Auditor-Controller for direct charges.

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

1. The foregoing recitals are true and correct and are incorporated herein by this reference.
2. The City Council confirms and adopts the report of delinquent sewer service charges, as presented or as modified by the City Council at the public hearing, as its final determination pursuant to Rio Dell Municipal Code Section 13.10.244. The confirmed report, reflecting accounts that remain unpaid as of August 6, 2026, is incorporated herein as Exhibit A.
3. The City Council declares its intent to levy and collect the delinquent sewer service charges set forth in the confirmed report through the fiscal year 2026-27 secured property tax roll.
4. The City Council directs the Humboldt County Auditor-Controller to place the delinquent sewer service charges set forth in the confirmed report on the fiscal year 2026-27 secured property tax roll against the respective parcels described therein.
5. Any account paid in full on or before August 6, 2026 shall be removed from the report before it is submitted to the Humboldt County Auditor-Controller.

- 6. The City Clerk is directed to file the confirmed report with the Humboldt County Auditor-Controller on or before August 10, 2026, with a statement endorsed thereon over the City Clerk's signature that the report has been finally adopted by the City Council, together with the Direct Charge Information Sheet and the electronic direct charge file required by the Auditor-Controller, in conformance with Rio Dell Municipal Code Section 13.10.245.
- 7. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 7th day of July, 2026, by the following roll call vote:

Ayes:
Noes:
Abstain:
Absent:

Debra L. Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk

Parcel #	Amount
052-053-011-000	595.61
052-291-002-000	333.41
053-161-009-000	909.32
053-152-006-000	993.44
053-115-001-000	680.65
053-133-003-000	229.13
052-072-026-000	296.52
053-141-051-000	74.13
053-141-020-000	897.34
052-072-019-000	909.32
052-122-021-000	1,187.21
053-011-027-000	909.31
052-071-003-000	909.32
053-041-002-000	909.31
052-301-012-000	909.32
053-095-015-000	580.73
052-061-050-000	74.03
053-172-015-000	969.04

Total: 12,367.14



RESOLUTION NO. 1677-2026
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AMENDING
RESOLUTION NO. 1675-2026, CONFIRMING A REVISED REPORT OF DELINQUENT
SEWER SERVICE CHARGES, AND DIRECTING THE HUMBOLDT COUNTY AUDITOR-
CONTROLLER TO PLACE THE CHARGES ON THE FISCAL YEAR 2026-27 SECURED
PROPERTY TAX ROLL

WHEREAS, Rio Dell Municipal Code Sections 13.10.242 through 13.10.246 and California Health and Safety Code Sections 5473 through 5473.7 authorize the City of Rio Dell to collect delinquent sewer service charges on the Humboldt County secured property tax roll; and

WHEREAS, a written report describing each parcel of real property with a delinquent sewer service charge, and the amount of the charge for each parcel, was prepared and filed with the City Clerk in conformance with Rio Dell Municipal Code Section 13.10.243(A); and

WHEREAS, notice of the filing of the report and of the time and place of the public hearing was given in conformance with Rio Dell Municipal Code Section 13.10.243(B), and written notice was mailed to each affected property owner; and

WHEREAS, on July 7, 2026, the City Council conducted a duly noticed public hearing at which it heard and considered all protests and objections to the report, and thereafter adopted Resolution No. 1675-2026 confirming the report of delinquent sewer service charges; and

WHEREAS, Rio Dell Municipal Code Section 13.10.244(A) authorizes the City Council to continue the hearing from time to time, and the City Council continued the hearing as to Assessor's Parcel Number 052-122-021-00 only to July 21, 2026, in order to hear and consider the objection of the property owner of that parcel; and

WHEREAS, on July 21, 2026, the City Council conducted the continued public hearing and heard and considered the objection of the property owner of Assessor's Parcel Number 052-122-021-00; and

WHEREAS, upon the conclusion of the continued hearing the City Council has made its determination upon the charge for Assessor's Parcel Number 052-122-021-00 pursuant to Rio Dell Municipal Code Section 13.10.244(B), and desires to confirm a revised report of delinquent sewer service charges reflecting that determination.

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

1. The foregoing recitals are true and correct and are incorporated herein by this reference.
2. The City Council makes its final determination upon the delinquent sewer service charge for Assessor's Parcel Number 052-122-021-00 as follows: the charge is hereby
_____ (removed from the report in its entirety / reduced to \$_____).

3. The City Council confirms and adopts the revised report of delinquent sewer service charges, attached hereto and incorporated herein as Exhibit A, as its final determination pursuant to Rio Dell Municipal Code Section 13.10.244. The confirmed revised report reflects accounts that remain unpaid as of August 6, 2026.
4. Resolution No. 1675-2026 is hereby amended to the extent necessary to give effect to the determination set forth in Section 2 above and to substitute the revised report confirmed by this resolution. In all other respects, including as to every other parcel described in the report, Resolution No. 1675-2026 remains in full force and effect.
5. The City Council declares its intent to levy and collect the delinquent sewer service charges set forth in the confirmed revised report through the fiscal year 2026-27 secured property tax roll.
6. The City Council directs the Humboldt County Auditor-Controller to place the delinquent sewer service charges set forth in the confirmed revised report on the fiscal year 2026-27 secured property tax roll against the respective parcels described therein.
7. Any account paid in full on or before August 6, 2026 shall be removed from the confirmed revised report before it is submitted to the Humboldt County Auditor-Controller.
8. The City Clerk is directed to file the confirmed revised report with the Humboldt County Auditor-Controller on or before August 10, 2026, with a statement endorsed thereon over the City Clerk's signature that the report has been finally adopted by the City Council, together with the Direct Charge Information Sheet and the electronic direct charge file required by the Auditor-Controller, in conformance with Rio Dell Municipal Code Section 13.10.245.
9. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 21st day of July, 2026, by the following roll call vote:

Ayes:
Noes:
Abstain:
Absent:

Debra L. Garnes, Mayor

ATTEST:

Jessica Hill, City Clerk

Exhibit A – List of Delinquent Sewer Accounts

Section J, Item 3.

Parcel #	Amount
052-053-011-000	595.61
052-291-002-000	333.41
053-161-009-000	909.32
053-152-006-000	993.44
053-115-001-000	680.65
053-133-003-000	229.13
052-072-026-000	296.52
053-141-051-000	74.13
053-141-020-000	897.34
052-072-019-000	909.32
053-011-027-000	909.31
052-071-003-000	909.32
053-041-002-000	909.31
052-301-012-000	909.32
053-095-015-000	580.73
052-061-050-000	74.03
053-172-015-000	969.04

Total: 11,179.93

From: sonofstonefamily <sonofstonefamily@protonmail.com>
Sent: Tuesday, July 7, 2026 4:58 PM
To: Public Comment
Subject: Public Comment

To the City of Rio Dell Council,

Let it be known that I do not agree with the action that the council has on the meeting agenda set for tonight. The letter dated July 1st 2026 stating your intention to take action, did not provide me (Al Petrovich) with adequate time to prepare a response. Due process is an important element for all of us in a journey thru life. I need more time to provide an organized reply that will serve my rightful intention to protect my property. Once all is on the table, if your cause and method are just then you will prevail, if my cause and method are just I will prevail. Let our dealings be forthright and fair and with utmost integrity.

Most Sincerely,

Al Petrovich
1231 Eeloa Avenue
Rio Dell, California
707-273-9469

Re: Parcel # 052-122-021-00
Section K item 1 Sewer fees referred as delinquent.

Sent with Proton Mail secure email.