



## CITY COUNCIL AGENDA REGULAR MEETING 6:00 PM TUESDAY, AUGUST 04, 2026

City Council Chambers - 675 Wildwood Avenue, Rio Dell

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

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](mailto:publiccomment@cityofriodell.ca.gov). Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) **and email no later than one-hour prior to the start of the Council meeting**. 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. 2026/0804.01 - Approve Minutes of the July 21st, 2026, Regular Meeting  
**(DISCUSSION/POSSIBLE ACTION)** Pg.#4
2. 2026/0804.02 - Budget Amendment for Construction of the Concrete Slab for the Police Department Animal Kennel Project - **(DISCUSSION/POSSIBLE ACTION)** - Pg.#14
3. 2026/0804.03 - Staff recommends that the City Council authorize the City Manager to execute Amendment No. 2 to the Professional Services Agreement with GHD Inc. for the Sanitary Sewer Evaluation Study (SSES) in the amount of \$602,396.25, increasing the total contract amount to \$1,088,058.25, and extending the completion date to December 1, 2027. - **(DISCUSSION/POSSIBLE ACTION)** - Pg.18

**G. ITEMS REMOVED FROM THE CONSENT CALENDAR**

**H. REPORTS/STAFF COMMUNICATIONS**

1. 2026/0804.04 - City Manager/Staff Update **(RECEIVE & FILE)** - Pg.29

**I. SPECIAL PRESENTATIONS/STUDY SESSIONS**

1. 2026/0804.05 - Presentation and Update from City Engineer -  
**(DISCUSSION/POSSIBLE ACTION)** - Pg.34
2. 2026/0804.06 - Appointment of an Ad Hoc Committee to Review Responses to the Humboldt County Grand Jury Report Related to Law Enforcement Emergency Preparedness - **(DISCUSSION/POSSIBLE ACTION)** - Pg.44

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

1. 2026/0804.07 - Public Hearing on the Cost Recovery for the Abatement of 530 3rd Avenue - **(ACTION)** - Pg.#45

**K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS**

**L. COUNCIL REPORTS/COMMUNICATIONS**

**M. ADJOURNMENT**

*The next regular City Council meeting is scheduled for  
**Tuesday, August 18, 2026 at 6:00 p.m.***



**RIO DELL CITY COUNCIL**  
**REGULAR MEETING – 6:00 P.M.**  
**TUESDAY, JULY 21<sup>TH</sup>, 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 Wilson
- Council Member Woodall

### Excused:

- Council Member Orr

### Staff Present:

- City Manager Kyle Knopp
- Finance Director Travis Sanborn
- Water/Roads Superintendent Jensen
- 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

- 2026/0721.01 – Approve Minutes of the July 7th, 2026, Regular Meeting
- 2026/0721.02 – Receive and File Check Register for June 2026
- 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

- 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

No items were removed from the Consent Calendar.

**ACTION:** Motion made by Mayor Pro Tem Carter and seconded by Council Member Woodall to approve the Consent Calendar as presented. Motion carried 4–0 (Council Member Orr excused).

## **G. ITEMS REMOVED FROM THE CONSENT CALENDAR**

No items were removed from the Consent Calendar.

## **H. REPORTS / STAFF COMMUNICATIONS**

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

City Manager Knopp reported that staff had submitted the City's Opportunity Zone 2.0 application the previous day; if the census tract, which runs from the Van Duzen River south to Redway and includes both Rio Dell and Scotia, is designated, it could provide additional investment incentives for the area. He reported that the local Girl Scout troop donated \$450 toward a dog waste bag station, to be installed shortly, and that Mayor Garnes, Council Member Woodall, and volunteers planted flowers at Blue Star Memorial Park. He announced street sweeping scheduled for Friday, July 24th, and asked residents to avoid parking on Wildwood Avenue that day. He reported that paving work was underway on Davis Street in connection with the water capital improvement project and was expected to be substantially complete by Friday. He reported that the Painter Street sewer line upsizing project was underway and that the construction crew had cleared the most difficult section of the work near the treatment plant, with the project expected to be completed before the winter rains.

Mayor Pro Tem Carter had no questions and noted the low number of animal-related calls for the reporting period, with zero dogs transported to Fortuna.

Council Member Wilson reported receiving a photo of a hole near Grundman's that posed a stepping hazard; Water/Roads Superintendent reported that a cone has been placed over it and PG&E had been contacted to arrange repair.

Mayor Garnes thanked Public Works for its work improving the appearance of Main Street ahead of Wildwood Days, and asked whether the City could place cones or notices to help keep parking clear on street sweeping day; City Manager Knopp confirmed Public Works typically posts notices on cones the day before sweeping.

## **I. SPECIAL PRESENTATIONS / STUDY SESSIONS**

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

Finance Director Sanborn presented the item as the annual renewal of the Senior Home Repair Program agreement with the Humboldt Senior Resource Center (HSRC), and introduced Rachael Sovereign, HSRC's Director of Operations. He summarized that the program provides minor home repairs, capped at \$300 per household, to income-eligible residents aged 60 and older, and reported that the program served four Rio Dell households in FY 2025-26 at a total City cost of approximately \$841 against a \$2,500 authorization, and that across both years of the program the City has served ten households for a combined cost of approximately \$1,938. He reported that HSRC proposed reducing its own request from \$2,500 to \$1,500 based on prior-year trends, and that staff recommended approval of the reduced amount, noting that the amount is a ceiling rather than a commitment and that unused funds lapse.

Ms. Sovereign offered to answer questions. Mayor Pro Tem Carter and other Councilmembers discussed the program's low uptake in Rio Dell, suggesting that eligible residents may not realize the qualification requirements are as generous as they are, and asked that the program be promoted more broadly, including through the Community Resource Center, the Chamber of Commerce newsletter, and the City's own newsletter. Ms. Sovereign confirmed the Resource Center is the program's leading referral source. No members of the public wished to comment on this item.

**ACTION:** Motion made by Mayor Pro Tem Carter and seconded by Council Member Woodall to approve renewal of the Senior Home Repair Program agreement with Humboldt Senior Resource Center for FY 2026-27 in an amount not to exceed \$1,500, and authorize the City Manager to execute the agreement. Motion carried 4-0 (Council Member Orr excused).

## **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)**

Beth Burks, Executive Director of the Redwood Coast Energy Authority (RCEA), presented with Lori Biondini, RCEA's Director of Business Planning and Finance. Ms. Burks reviewed RCEA's budget process: priorities and cost-saving strategies were presented to RCEA's Board in May 2026; in June 2026 the Board adopted a budget with direction to set rates less than 10% above PG&E rates while maintaining a minimum of \$26 million in financial reserves; and the Board was scheduled to meet Thursday, July 23, 2026 to finalize a recommended rate increase of 6%, effective September 1, 2026.

Ms. Burks described the Board's priorities for FY 2026-27, including maintaining RCEA's 100% renewable and carbon-free energy portfolio; maintaining financial health, reserves, and long-term rate stabilization; administering an unprecedented amount of externally funded programs, including the Northern Rural Energy Network; regional coordination on the Regional Climate Action Plan and an update to RCEA's strategic plan; and optimizing operations, customer service, and cost-neutrality of RCEA's electric vehicle charging network.

She described budget reduction measures adopted for FY 2026-27, including no cost-of-living increase for at least two years, reduction of part-time staff, freezing four vacant full-time positions, salary reductions to absorb an extra 27th pay period rather than paying it out (saving approximately \$200,000), a reduction of approximately \$30,000 to Community Choice Energy-funded rebates while preserving core rebate funding, reduced travel, training, education, and outreach budgets, elimination of consultant funding for the strategic plan update in favor of completing that work in-house, and pursuit of a prepay power purchase agreement expected to reduce power costs by a minimum of approximately 8 percent, and conservatively estimated to save approximately \$2 million annually.

Ms. Biondini presented RCEA's budget summary, reporting a projected FY 2026-27 net income deficit of approximately \$5.6 million, driven primarily by power costs exceeding revenues even with the proposed 6% rate increase. She reviewed a breakdown of revenue, including approximately 71% from electricity sales and approximately 24% from state contracts and other external funding supporting energy efficiency programs regionally, and a breakdown of expenses, with wholesale power supply as the largest category, followed by professional and program services, personnel, incentives and rebates, and facilities and operations.

Ms. Biondini explained the Power Cost Indifference Adjustment (PCIA), a charge assessed by PG&E to recover the above-market cost of power resources PG&E procured on behalf of customers before those customers left for community choice aggregation roughly ten years ago. She reported that the PCIA increased 232% for RCEA customers this past year and is now equal to approximately 51% of the generation charge, and that RCEA's rates would be approximately 31% lower than PG&E's without the PCIA. She presented a bill comparison showing that, with the proposed 6% increase, RCEA's generation charge plus the PCIA would be approximately 6% higher than a comparable bundled PG&E customer's generation charge, resulting in a total bill approximately 1.6% higher than a comparable PG&E bill, and that RCEA customers would still be paying less in generation charges than they paid in 2025, translating to an estimated increase of \$2.33 per month on an average residential bill.

Ms. Burks stated that next steps include the RCEA Board finalizing the rate at its July 23, 2026 meeting, with rates effective September 1, 2026, and quarterly monitoring with adjustments authorized up to a Board-approved cap of 9.5% above PG&E rates to protect reserves. She noted RCEA offers free home energy assessments, energy efficiency kits, a rebate catalog, and rate reviews to help customers offset the increase, and provided contact information for customers with questions (707-269-1700, redwoodenergy.org).

In response to Council questions, Ms. Burks and Ms. Biondini confirmed that customers retain the option to opt out of RCEA and return to bundled PG&E service, noting a waiting period applies to customers who later wish to opt back in. Council Member Wilson asked what would happen if RCEA did not raise rates; staff responded that RCEA would lose approximately \$6 million this fiscal year at current rates, which would erode reserves to a bare minimum within a few years absent other changes. Council Member Wilson expressed concern about the cumulative effect of repeated rate and fee increases on the community, noting that other City utility rates have also risen, and asked about the duration of the Board-authorized 9.5% cap; Ms. Burks responded that any increase above 9.5% would require a new Board discussion, which could also be brought back to the Rio Dell Council. Ms. Burks described RCEA's approximately \$10 million in annual local economic activity, including approximately \$6 million in wages supporting more than 40 local jobs, noting those funds would otherwise flow to PG&E shareholders, and described RCEA's advocacy efforts, including a legal appeal and support for state legislation to increase transparency in the PCIA calculation methodology.

Community member Shannon Brasher asked how the increase would affect bills that differ from the \$140 average bill shown in the presentation; Ms. Biondini clarified that the 6% increase applies to the electricity generation portion of a customer's bill regardless of the customer's total bill amount, and that charges unrelated to electricity, such as natural gas, are unaffected. Council Member Woodall noted that customers have the option to opt out of RCEA if concerned about the increase.

**ACTION:** Motion made by Mayor Pro Tem Carter, seconded by Council Member Wilson, to direct Councilmember Wilson to vote in the affirmative on the RCEA budget and rate recommendation. Motion carried 3-1, Mayor Garnes voting Nay.

## **J. SPECIAL CALL ITEMS / COMMUNITY AFFAIRS / PUBLIC HEARINGS**

### **1. 2026/0721.08 – Update on Spay and Neuter Voucher Program (DISCUSSION/POSSIBLE ACTION)**

Finance Director Sanborn presented an update on the Spay and Neuter Voucher Program, established by Resolution No. 1623-2024, noting that Rio Dell is a small, rural community of approximately 3,400 people. He reported that, through June 2026, the program has served 53 animals (32 dogs and 21 cats) over 22 months of continuous operation, with an average provider cost of approximately \$120 per animal. He reported that the program has secured \$13,221.05 in funding across three sources: approximately \$8,971 in dedicated Animal License and Control fee revenue, \$3,500 from two McLean Foundation grants, and \$750 from three community donors. He noted the McLean Foundation grants supported the program's launch and closed in October 2025, after which dedicated fee revenue took over as the program's primary funding source, with fee collections in FY 2025-26 reaching \$4,999, roughly double the \$2,500 annual projection in the founding resolution. He noted the State's \$50 million California for All Animals initiative directed the majority of its funding toward spay and neuter services and is now fully awarded, and suggested Rio Dell's program could serve as a model for future state or regional funding efforts, while noting that dedicated local fees cannot fund program growth, such as feral cat services or expanded regional demand.

Mayor Pro Tem Carter spoke at length in support of the program, thanking staff for the presentation and describing her personal experience trapping and paying to have 18 cats spayed or neutered. She stated that pet ownership should not be cost-prohibitive and that unplanned litters are a significant driver of shelter intake, and expressed hope that the program could be expanded to include feral and stray cats in the future. She noted that Rio Dell's program is the only one of its kind in Humboldt County and one of very few in the state, and thanked City staff, the Critters Without Litters clinic, and the program's three community donors.

Jennifer Raymond, founder of Critters Without Litters and the Humboldt Spay Neuter Clinic, addressed the Council. She described the high number of animals historically euthanized annually by the county's impound facility prior to the creation of her nonprofit, and the significant number of animals served by her clinic in its first year of operation. She commended Rio Dell's program as a model and stated she intends to present it to the Humboldt County Board of Supervisors as an example for a countywide program.

Council Member Woodall and Council Member Wilson expressed support for the program. No further members of the public wished to comment.

**ACTION:** Motion made by Mayor Pro Tem Carter, seconded by Council Member Woodall to direct staff to establish a recurring dedication of Animal License and Control fee revenue to the Spay and Neuter Voucher Program beginning in FY 2026-27. Motion carried 4-0 (Council Member Orr excused).

## **2. 2026/0721.09 – Discussion and Possible Action Regarding the Police Department Animal Kennel Project (DISCUSSION/POSSIBLE ACTION)**

Police Chief Phinney presented the item, recalling that the Council previously formed an Ad Hoc Committee to evaluate options for a permanent kennel facility. He recommended a 12-foot by 24-foot, six-run prefabricated commercial kennel (approximately \$70,000, with the originally proposed air conditioning system replaced by a fan and heating element to reduce cost), construction of a 28-foot by 18-foot reinforced concrete slab (approximately \$12,890), and installation of an automatic electric gate and associated fencing improvements (approximately \$9,750). He reported that additional utility and wastewater holding tank improvements, previously estimated at approximately \$10,000, are now estimated at closer to \$25,000, bringing the total anticipated project cost to approximately \$125,000.

Chief Phinney recommended the Council authorize immediate construction of the concrete slab given limited local contractor availability and the goal of completing the project before winter, and recommended the Council authorize staff to solicit donations, sponsorships, and grants toward approximately 30% of total project costs, with staff returning to Council once that threshold is met to consider funding of the remaining balance.

Mayor Pro Tem Carter, who serves on the Ad Hoc Committee, spoke in support of the project, stating that the City's current reliance on Fortuna Police Department kennel space is not sustainable. Chief Phinney confirmed the City currently has access to only one, occasionally two, kennels at Fortuna, that Fortuna has indicated it may demolish its kennel facility as part of a sewer expansion project as soon as next year, and that the last quoted cost for contracting with the County for kenneling services was approximately \$130,000 per year plus travel time. Mayor Pro Tem Carter estimated that approximately 85% of animals taken into custody are reclaimed by their owners within a short period.

In response to Council questions, Chief Phinney confirmed the kennel could be operated by current staffing levels without additional hires, that fees to reclaim animals would apply consistent with the City's existing fee schedule, and that feeding costs are expected to be modest, estimated at a few hundred dollars per month, which can be absorbed within the existing budget, with community donations available if needed. Council Member Woodall expressed support for the project and requested a future discussion of operational details, including holding periods and veterinary care; Chief Phinney confirmed that the request before the Council that evening was limited to authorization of the concrete slab. City Manager Knopp confirmed the project would require a budget adjustment as an unbudgeted General Fund expense, but that the

City's reserves are sufficient to cover the cost while still meeting minimum reserve requirements.

A member of the public asked whether reclaiming an animal requires proof of spay or neuter status, and separately suggested that encouraging or requiring landlords to allow spayed or neutered pets could meaningfully reduce animal intake, particularly in communities with a large number of apartments. Council acknowledged the suggestion but noted the City cannot compel private landlords' pet policies.

**ACTION:** Motion made by Mayor Pro Tem Carter and seconded by Council Member Woodall to (1) authorize construction of the concrete slab for the Police Department Animal Kennel Project, (2) authorize staff to solicit donations, sponsorships, grants, and other community funding sources with a goal of securing approximately 30% of total project costs, and (3) direct staff to return to Council once outside funding totaling 30% of total project costs has been secured for consideration of funding the remaining balance. Motion carried 4-0 (Council Member Orr excused).

### **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)**

Finance Director Sanborn summarized that on July 7, 2026 the Council adopted Resolution No. 1675-2026 confirming the report of delinquent sewer service charges, and that the property owner of Assessor's Parcel Number 052-122-021-00 (1231 Eeloa Avenue) had submitted a written objection requesting additional time to prepare a response. The Council continued the hearing as to that parcel only to the July 21 meeting; all other parcels on the report were confirmed on July 7 and were not before the Council. He reviewed the Council's options under Rio Dell Municipal Code Section 13.10.244(B): overrule the objection and affirm the charge, in which case no further Council action is required, or adopt Resolution No. 1677-2026 modifying or removing the charge for this parcel, which would amend Resolution No. 1675-2026 solely as to this parcel. Staff recommended the Council overrule the objection and affirm the charge, noting that any account paid in full on or before August 6, 2026 would be removed from the report and excluded from the tax roll regardless of the Council's determination.

Mayor Garnes reopened the continued public hearing. Al Petrovich, a Rio Dell resident, addressed the Council for approximately ten minutes. He presented his position that governmental entities, including the City, operate as for-profit corporations rather than as lawful government, referencing historical materials including House Joint Resolution 192 (1933) and the Federal Reserve System, and distributed printed materials to the Council. He stated his belief that the charge had, in effect, already been satisfied and that he should not be compelled to pay it, and referenced a past dispute regarding a

State directive on water use restrictions. He asked the Council to study the matters he raised.

Council Member Wilson responded that he had a great deal of respect for Mr. Petrovich, recalling that Mr. Petrovich had previously and correctly identified that the City was not required to comply with a State directive to reduce water service. He stated, however, that on the current matter the City's legal counsel had reviewed and approved the City's sewer service charge collection process, and that the costs of operating the sewer system must be borne by ratepayers. He encouraged Mr. Petrovich to pay the sewer charge. Council Member Woodall stated she respects Mr. Petrovich's perspective but agreed the sewer bill needs to be paid.

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

**ACTION:** Motion made by Mayor Pro Tem Carter and seconded by Council Member Woodall to overrule the objection and affirm the delinquent sewer service charge for Assessor's Parcel Number 052-122-021-00 as confirmed by Resolution No. 1675-2026, with no further Council action required. Motion carried 4-0 (Council Member Orr excused).

## **K. ORDINANCES / SPECIAL RESOLUTIONS / PUBLIC HEARINGS**

No items were presented.

## **L. COUNCIL REPORTS / COMMUNICATIONS**

Mayor Pro Tem Carter:

- Reminded the community to spay and neuter pets.
- Reported the Nuisance Advisory Committee meets at 3:00 p.m. the following day in the Council Chambers.
- Reported a COAD Board meeting the following Thursday
- Reported her REDEC meeting this month was canceled.

Council Member Woodall:

- Noted Wildwood Days is approaching and encouraged the community to attend and support the many events, including those put on by the fire department.

Council Member Wilson:

- Reported he has an RCEA Board meeting Thursday and thanked the Council for its direction.

Mayor Garnes:

- Reported a Seismic Safety Commission meeting Thursday.

- Thanked volunteers Elizabeth Warren, Susan D'Angelo, Cindy Tridwell, and City Manager Knopp for their work improving Triangle Park, and thanked Public Works for maintaining the plantings there.
- Thanked Conservation Corps volunteers for extensive work at the Community Garden over multiple consecutive weekends, noting produce grown there is delivered to the Community Resource Center for distribution to residents ahead of Commodities Day, and announced the Community Garden's grand opening during Wildwood Days weekend.

**M. ADJOURNMENT**

**ACTION:** Motion to adjourn made by Mayor Pro Tem Carter, seconded by Mayor Garnes.  
Motion carried 4–0.

The meeting adjourned at approximately 7:42PM. The next regular City Council meeting is scheduled for Tuesday, August 4<sup>th</sup>, 2026 at 6:00 PM.

APPROVED:

\_\_\_\_\_  
Debra L. Garnes, Mayor

ATTEST:

\_\_\_\_\_  
Jessica Hill, City Clerk

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



DATE: August 4, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Travis Sanborn, Finance Director

THROUGH: Kyle Knopp, City Manager

SUBJECT: Budget Amendment for Construction of the Concrete Slab for the Police Department Animal Kennel Project

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Staff recommends that the City Council take the following action:

1. Adopt Resolution No. 1679-2026 amending the FY 2026-27 budget to appropriate an amount not to exceed \$18,000 from available General Fund fund balance to capital outlay for construction of the concrete slab for the Police Department Animal Kennel Project, as authorized by the City Council on July 21, 2026.

Alternatively, the City Council may adopt the resolution with a modified appropriation amount.

BACKGROUND AND DISCUSSION:

On July 21, 2026, the City Council considered the Police Department Animal Kennel Project (Item 2026/0721.09). The Chief of Police presented a six-run prefabricated commercial kennel, a reinforced concrete slab, and an automatic electric gate with associated fencing improvements, together with a funding strategy relying in part on community contributions. The Council moved to authorize construction of the concrete slab, to authorize staff to solicit donations, sponsorships, grants, and other community funding sources with a goal of securing approximately 30 percent of total project costs, and to direct staff to return to the Council once that funding is secured for consideration of funding the remaining balance. The motion carried 4-0, with one Council Member excused.

The Council's action authorized the concrete slab work and set the funding strategy. It did not include an appropriation. Staff advised the Council during the item that the project would require a budget adjustment as an unbudgeted General Fund expense, and that the City's reserves are sufficient to cover the cost while still meeting minimum reserve requirements. This report and the accompanying resolution provide that appropriation.

**Budget authority.** The FY 2026-27 budget was adopted by the City Council on June 2, 2026, by Resolution No. 1671-2026. The Animal Kennel Project was identified after budget adoption and is not included in the adopted FY 2026-27 budget. Section 3 of Resolution 1671-2026 provides that budget adoption does not approve expenditures beyond existing purchasing authority, and RDMC 3.30 prohibits a purchase unless an unencumbered appropriation exists in the account against which it is charged. The City's legal level of budgetary control is department within fund, so the appropriation must exist in the Police Department within the General Fund. No such appropriation currently exists, and the concrete slab contract cannot be encumbered until one is adopted.

**Scope of this request.** Consistent with the Council's July 21 action, this request is limited to the concrete slab. Authorization and appropriation for the kennel structure, the gate and fencing improvements, and the utility and wastewater holding tank improvements will be brought back to the Council after outside funding totaling approximately 30 percent of total project cost has been secured.

**Updated project cost.** The July 21 staff report identified a total anticipated project cost of approximately \$103,000. During the presentation, the Chief of Police revised the estimate for utility improvements and the wastewater holding tank from approximately \$10,000 to approximately \$25,000, bringing the total anticipated project cost to approximately \$125,000. Two further adjustments to that estimate are pending. The kennel quotation included in the July 21 packet is superseded, because the proposed air conditioning system was replaced with a fan and heating element to reduce cost. The estimate also does not include California use tax on the kennel purchase. Revised figures will be presented with the future funding request.

**Basis of the amount requested.** The amount requested reflects staff's estimate for site preparation and construction of the reinforced concrete slab, including contingency. It is a staff estimate and is not a contract price. Any amount not expended will remain in General Fund fund balance.

**FISCAL IMPACT**

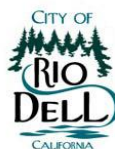
Summary of the appropriation requested and the balance of the project:

|                                                            | Amount                   |
|------------------------------------------------------------|--------------------------|
| Appropriation requested, concrete slab                     | \$18,000                 |
| Total anticipated project cost, as reported July 21, 2026  | approx. \$125,000        |
| Outside funding goal, approx. 30 percent                   | approx. \$37,500         |
| <b>Balance of project subject to future Council action</b> | <b>approx. \$107,000</b> |

**Funding source.** The appropriation would be funded from available General Fund fund balance. City staff reported to the Council on July 21, 2026 that the City's reserves are sufficient to cover the cost while still meeting minimum reserve requirements. Adoption of this resolution appropriates the concrete slab amount only and does not commit the City to the remaining project cost. The total project cost will be updated for the Council when revised quotations and final project costs are available.

**ATTACHMENTS**

1. Resolution No. 1679-2026.



**RESOLUTION NO. 1679-2026**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AMENDING THE FISCAL YEAR 2026-27 BUDGET TO APPROPRIATE FUNDS FOR CONSTRUCTION OF THE CONCRETE SLAB FOR THE POLICE DEPARTMENT ANIMAL KENNEL PROJECT**

**WHEREAS**, the City Council adopted the Fiscal Year 2026-27 Operating and Capital Budget on June 2, 2026, by Resolution No. 1671-2026; and

**WHEREAS**, on July 21, 2026, the City Council considered the Police Department Animal Kennel Project and authorized construction of the concrete slab for the project, authorized staff to solicit donations, sponsorships, grants, and other community funding sources with a goal of securing approximately 30 percent of total project costs, and directed staff to return to the Council once that funding has been secured for consideration of funding the remaining balance; and

**WHEREAS**, the Rio Dell Police Department provides animal control services for the City and does not have a permanent kennel facility, and the Council previously established an ad hoc committee to evaluate options for a permanent facility; and

**WHEREAS**, the estimated cost of site preparation and construction of the reinforced concrete slab, including contingency, is not to exceed \$18,000; and

**WHEREAS**, the Animal Kennel Project was identified after adoption of the FY 2026-27 budget and is not included in the adopted budget, and Section 3 of Resolution No. 1671-2026 provides that budget adoption does not approve expenditures beyond existing purchasing authority; and

**WHEREAS**, RDMC 3.30 prohibits a purchase unless an unencumbered appropriation exists in the account against which it is charged, and the City's legal level of budgetary control is department within fund; and

**WHEREAS**, the project exceeds the City's \$5,000 capitalization threshold and is a capital expenditure under GASB Statement No. 34, recorded as a capital outlay expenditure of the General Fund and added to the City's capital asset records upon completion; and

**WHEREAS**, sufficient fund balance is available in the General Fund to fund this appropriation while maintaining the City's minimum reserve requirements.

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

**Section 1.** The FY 2026-27 budget is hereby amended to appropriate an amount not to exceed \$18,000 from available General Fund fund balance to capital outlay for construction of the concrete slab for the Police Department Animal Kennel Project. Any amount not expended shall remain in General Fund fund balance.

**Section 2.** This appropriation is limited to construction of the concrete slab. No appropriation is made for the kennel structure, the gate and fencing improvements, or the utility and wastewater holding tank improvements, which shall be brought back to the City Council for consideration consistent with its direction of July 21, 2026.

**Section 3.** The Finance Director is authorized to establish the necessary capital project and account records and to make the corresponding adjustments in the City's financial records.

**Section 4.** This resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** by the City Council of the City of Rio Dell on this 4th day of August, 2026, by the following roll call vote:

Ayes:  
Noes:  
Abstain:  
Absent:

\_\_\_\_\_  
Debra L. Garnes, Mayor

ATTEST:

\_\_\_\_\_  
Jessica Hill, City Clerk



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

August 4, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Staff recommends that the City Council authorize the City Manager to execute Amendment No. 2 to the Professional Services Agreement with GHD Inc. for the Sanitary Sewer Evaluation Study (SSES) in the amount of \$602,396.25, increasing the total contract amount to \$1,088,058.25, and extending the completion date to December 1, 2027.

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

Approve the amendment.

**BACKGROUND AND DISCUSSION**

The City's Sanitary Sewer Evaluation Study (SSES) is funded through the State Water Resources Control Board (SWRCB), Division of Financial Assistance (DFA), Clean Water State Revolving Fund (CWSRF) planning grant, Contract #C-06-8403-110. GHD Inc. has served as the City's consultant on this study. The project began On August 15, 2017 when the City Council adopted Resolution No. 1352-2017 approving a Scope of Services for City Engineering firm GHD Inc. to submit on behalf of the City a grant application and to perform an SSES.

The goal of this study is to eventually secure a significant grant to repair or replace the collection system pipes, which are in a severely degraded condition. Similar to the current water distribution system capital improvement project, a project such as this will save ratepayers potentially tens of millions of dollars. A grant funded project will assist the wastewater treatment plant in being environmentally compliant and operationally efficient, further saving ratepayer dollars.

Work substantially complete under the current agreement includes background research, draft GIS mapping, the Painter Street line evaluation and CWSRF construction funding application, flow monitoring, CCTV inspection, right-of-way analysis, evaluation of inflow and infiltration (I/I) impacts, the SSES Report of Findings, and the draft disinfection byproduct report of findings.

The amendment reallocates budget among several existing tasks (see budget table below) and adds Task 15, which funds design of the City's highest-priority sewer improvements identified through the SSES, in three phases:

- 30% Preliminary Design Plans, Table of Contents for Technical Specifications, and Opinion of Probable Construction Costs – due November 1, 2026
- 60% Preliminary Design Plans, Technical Specifications, and Opinion of Probable Construction Costs, including Regional Board compliance review – due February 15, 2027
- 90% Preliminary Design Plans, Technical Specifications, and Opinion of Probable Construction Costs – due May 30, 2027

Remaining tasks under the amended agreement include finalizing the hydraulic model, CEQA environmental compliance work once improvement locations are confirmed, and preparation of the final CWSRF construction funding application, with a revised overall completion date of December 1, 2027.

## ATTACHMENTS

1. GHD letter and attachments

///

Our ref: 12640567

June 09, 2026

**Kyle Knopp, City Manager**  
City of Rio Dell  
675 Wildwood Drive  
Rio Dell, CA 95562

### **Rio Dell Sanitary Sewer Evaluation Study**

Dear Kyle,

This letter proposal provides a brief update on GHD's work on the City's Sanitary Sewer Evaluation Study (SSES) funded through the State Water Resources Control Board (SWRCB) Division of Financial Assistance (DFA) Contract #C-06-8403-110.

An amendment to the funding was executed in March 2026 which revised the planning grant scope schedule and task specific budgets for collection system mapping, Painter Street line evaluation, closed-circuit television (CCTV) inspection, hydraulic modelling, development of inflow and infiltration strategies, evaluation of disinfection byproducts, and project administration. A new task was also added to the scope of work which includes 90% design of priority sections of the sewer system.

Several tasks are complete including Background Research, Draft GIS Files, Painter Street Line Evaluation and CWSRF Construction Application, Flow Monitoring, Close Circuit TV Inspection, Right of Way Analysis, Evaluation of I/I impacts, SSES Report of Findings, Draft Disinfection Byproduct Report of Findings.

The majority of the outstanding work is the design of the City's highest priority sewer improvements. To support design, the hydraulic model will be finalized. Once the locations to be included in the upgrade project are identified, budget for CEQA is included for environmental compliance. Lastly there is a small budget remaining to submit the final design to the SWRCB construction funding program to implement identified improvements.

GHD appreciates the opportunity to continue to work with City staff and leadership to create lasting improvements for the community.

Regards



**Rebecca Crow**  
Project Manager  
rebecca.crow@ghd.com

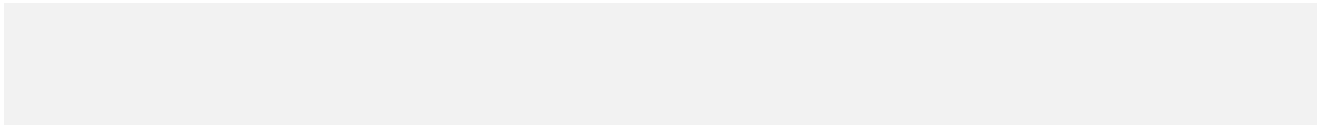
Copy to: Steven Pearl, GHD Project Engineer  
Casey Raines, GHD Business Group Leader

ATTACHMENTS

## Q1403 Amendment/Change Form

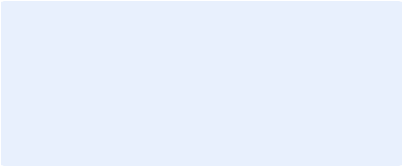
This Amendment/Change is effective this 21 day of July 2026, (the “Effective Date”) between GHD, Inc (hereinafter “GHD”) and City of Rio Dell (hereinafter “Client”). In consideration of the mutual promises set forth herein, GHD and Client agree to modify the project details for the Original Agreement between GHD and Client referenced herein.

| Project details                                            |                                                  |                                 |                   |
|------------------------------------------------------------|--------------------------------------------------|---------------------------------|-------------------|
| <b>Project name:</b>                                       | City of Rio Dell Sanitary Sewer Evaluation Study | <b>Project number:</b>          | 10047950          |
| <b>Effective Date of Original Agreement:</b>               | November 19, 2024                                | <b>Project Manager:</b>         | Rebecca Crow, PE  |
| <b>Description of proposed change:</b><br>See Attachment A |                                                  |                                 |                   |
|                                                            |                                                  |                                 |                   |
|                                                            |                                                  |                                 |                   |
|                                                            |                                                  |                                 |                   |
|                                                            |                                                  |                                 |                   |
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|                                                            |                                                  |                                 |                   |
|                                                            |                                                  |                                 |                   |
|                                                            |                                                  |                                 |                   |
| <b>Current budgeted effort</b>                             | \$485,662                                        | <b>Current completion date:</b> | November 19, 2024 |
| <b>This change (variation)</b>                             | \$602,396.25                                     |                                 |                   |
| <b>Revised budgeted effort total</b>                       | \$1,088,058.25                                   | <b>Revised completion date:</b> | 1 December 2027   |



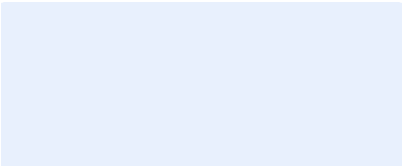
In witness whereof, GHD and Client have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

GHD  
GHD Inc.



-----  
Bhaskar Kolluri  
Business Group Leader  
July 7, 2026

Client



-----  
Kyle Knopp  
Rio Dell City Manager  
July 7, 2026

**Attachment A**

**Scope Amendment for Rio Dell Sanitary Sewer Evaluation**

The City of Rio Dell was granted a \$1,165,275 budget and scope amendment to the City’s Sanitary Sewer Evaluation Study (SSES) through the State Water Resources Control Board (SWRCB) Division of Financial Assistance (DFA) Contract #C-06-8403-110 in February 2024. A second budget and time extension amendment was executed in March 2026. The amendments revised the planning grant scope schedule and task specific budgets for collection system mapping, Painter Street line evaluation, closed-circuit television (CCTV) inspection, hydraulic modeling, development of inflow and infiltration strategies, evaluation of disinfection byproducts, and project administration. Task 15 - Preliminary Design Plans Development - was also added to the scope of work which includes 90% design of priority sections of the sewer system. A breakdown of the revised budget per task and the additional scope is provided below.

**Task 1: Background Research and Consultation with City**

No Change

**Task 2: Update Collection Mapping and Analysis**

The Update Collection Mapping and Analysis Task budget will be increased to cover costs to incorporate spatial information gathered from Tasks 6 (CCTV Inspection), 7 (Right-of-Way Analysis), and 9 (Hydraulic Modelling). In addition, the various datasets in use by the City will be reconciled by comparing duplicate datasets for consistency and determining which data represents best location accuracy and consolidating attributes into a single layer, including any photo attachments. This effort will provide the City with an accurate map of the collection system. The deliverable for this task now includes incorporation of the sewer data into the City’s GIS system.

**Task 3: Painter Street Line Evaluation**

The upgrade to the sewer line from Painter Street to the WWTP has been a high priority for the City. The initial task included only a concept-level evaluation of a replacement line, which was then leveraged to apply for construction funding. The additional budget under this task covers the effort to prepare the CWSRF construction funding application and supporting documents for upsizing of the sewer line. The deliverable for this task is updated to include the completed CWSRF funding application for the Painter Street - Sewer line.

**Task 4: Pump Station Evaluation**

No change.

**Task 5: Develop and Implement Focused Flow Monitoring Strategy**

No change.

**Task 6: Develop and Implement Focused TV Inspection**

The original scope for Task 6 - The Focused TV Inspection included budget for GHD to coordinate with the subconsultant and hire the team directly to complete CCTV work. The CWSRF grant amendment included an additional budget for CCTV inspection services. Under this task GHD assisted the City with coordination both before and during the work, RFP development, procuring a CCTV sub-consultant, and post - CCTV data processing. The City hired the subconsultant directly. Under this task amendment, GHD reduced this task budget by \$18,000 to \$42,000, with the remainder allocated to the City for the CCTV sub-consultant costs. See Table 2 for the cost breakdown.

**Task 7: Right-of-Way Analysis**

This task was completed for the property easement analysis along the Painter sewer line.

**Task 8: Evaluation of Selected Stormwater Management Issues Contributing to I/I**

The level of effort for this task was reduced, with greater focus placed on upgrading the Painter Street sewer line, documenting unknown and problem areas, and collecting CCTV information. The budget reduction is shown in Table 2. Stormwater management issues in Rio Dell were summarized, and options to address stormwater-related I/I was presented in the SSES Report of Findings.

**Task 9: Hydraulic Modeling of Selected Collection Segments**

The Hydraulic Modeling budget was increased to cover work needed to calibrate the model results with the data collected during the additional CCTV data work. The model was used to inform the options considered for the Painter sewer line upgrade, including multiple alignments, pipe configurations, and pipe sizes that best met the system and site criteria. The calibrated model will be used in developing the design for priority sewer upgrades in Task 15 and can be used by the City for evaluating new developments that may connect to the City's system.

### **Task 10: Consideration of I/I Reduction Strategies**

The budget for this task was increased to further support the development of recommendations for I/I reduction strategies. The analysis under this task also supports the design of selected sewer improvements.

### **Task 11: Development of SSES Report of Findings and Recommendations**

The increased budget for this task addresses incorporation of detailed CCTV inspection findings and other results into the final SSES report. A list of recommended replacements and upgrades will be developed. Recommendations reviewed with the City include priority pipeline sections that will be designed under Task 15.

### **Task 12: Evaluation and Technical Memorandum Disinfection By-product Control Alternatives**

The increased budget for this task funded design of a temporary chloramines monitoring system to conduct a full-scale disinfection test and evaluate feasibility. The temporary system included only the minimum equipment necessary to collect accurate data. The amendment also covers data analysis and preparation of a summary report for Regional Board review to support potential future permit adjustments.

### **Task 13: Environmental Documentation**

No Change.

### **Task 14: Project Administration & Grant Reporting Assistance**

The increased budget for this task will cover the additional time necessary to administer the project through the extended schedule. The budget increase also includes future grant administration work including communication with Rio Dell, the budget amendment and grant reporting.

### **Task 15: Preliminary Design Plans Development (New)**

This new task, added as a part of the CWSRF Amendment covers both design of the Painter Street Sewer Line Upsizing Project (under a separate scope) as well as design of priority segments identified in the SSES. The remaining scope of work is laid out below.

#### **Subtask 15.1 30% Preliminary Design Plans**

GHD will prepare 30% Preliminary Design Plans, Table of Contents for Technical Specifications, and Opinion of Probable Construction Costs. The Design Plans shall consist of civil, structural, and mechanical concepts to provide the framework for

subsequent design plans, specifications, and Opinions of Probable Construction costs. This task may include survey in areas where existing data is insufficient for design of improvements. This task may also include additional right of way analysis and title reports depending on the final selected improvement alignments. The Opinion of Probable Construction Costs will be based on the 30% Design Plans, identifying quantities, unit costs, and estimated labor costs based on State prevailing wage rates. The 30% design will be reviewed with the City and comments incorporated into the 60% submittal.

**Subtask 15.2 60% Preliminary Design Plans**

GHD will prepare 60% Preliminary Design Plans, Technical Specifications, and Opinion of Probable Construction Costs. The Design Plans shall detail civil, structural, mechanical, and electrical work as necessary to construct the proposed improvements. The Technical Specifications and Opinion of Probable Construction Costs will be based on the 60% Design Plans, identifying quantities and unit costs and will use estimated labor costs based on State prevailing wage rates.

The 60% design will be reviewed with the City and comments incorporated into the 90% submittal. At the 60% level, the design will be reviewed with the Regional Board for compliance with State regulations and comments incorporated into the 90% submittal.

**Subtask 15.3 90% Preliminary Design Plans**

GHD will prepare 90% Preliminary Design Plans, Technical Specifications, and Opinion of Probable Construction Costs. The design will include feedback from the City and Geotechnical work completed in task 15.2. The Design Plans shall detail civil, structural, mechanical, and electrical work as necessary to construct the proposed improvements. The Specifications and Opinion of Probable Construction Costs will be based on the 90% Design Plans, identifying quantities, unit costs and will use estimated labor costs based on State prevailing wage rates. The opinion shall be based on the draft Bid Schedule and Measurement and Payment sections of the specifications.

The 90% design will be reviewed with the City and comments incorporated into the 90% submittal. At the 90% level, the design will be reviewed with the Regional Board for compliance with State regulations and comments incorporated into the 90% submittal.

**Deliverables:**

- One (1) electronic copy in .pdf format of 30% Plans, Table of Contents for Technical Specifications, and Opinion of Probable Construction Costs.
- One (1) electronic copy in .pdf format of 60% Plans, Technical Specifications, and Opinion of Probable Construction Costs.

- One (1) electronic copy in .pdf format of 90% Plans, Technical Specifications, and Opinion of Probable Construction Costs.
- Two (2) hard copy sets of 90% 11 x 17 plans

### Assumptions:

- Final 100% design and preparation of bidding documents will be completed under a subsequent project implementation phase.

**Table 1: Proposed Schedule**

| Task                                                                                        | CWSRF Deliverable                                              | Completion Date    |
|---------------------------------------------------------------------------------------------|----------------------------------------------------------------|--------------------|
| Task 1 Background Research and Consultation with City                                       | N/A                                                            | Complete           |
| Task 2: Update Collection System Mapping and Analysis                                       | Draft GIS Files                                                | Complete           |
|                                                                                             | Final GIS Files                                                | October 1, 2026    |
| Task 3: Painter Street Line Evaluation                                                      | Painter Street CWSRF Application                               | Complete           |
| Task 4: Pump Station Evaluation                                                             | Included in SSES Report / Used in Design of Sewer Improvements | January 15, 2027   |
| Task 5: Develop and Implement Focused Flow Monitoring Strategy                              | Included in SSES Report                                        | Complete           |
| Task 6: Develop and Implement Focused TV Inspection Strategy                                | Included in SSES Report/ Used in Design of Sewer Improvements  | Complete           |
| Task 7: Right of Way Analysis                                                               | Included in SSES Report                                        | Complete           |
| Task 8: Evaluation of Selected Stormwater Management Issues Contributing to I/I             | Included in SSES Report                                        | Complete           |
| Task 9: Hydraulic Modeling of Selected Collection System Segments                           | Included in SSES Report/ Used in Design of Sewer Improvements  | January 15, 2027   |
| Task 10: Consideration of I/I Reduction Strategies                                          | Included in SSES Report/ Used in Design of Sewer Improvements  | January 15, 2027   |
| Task 11: Development of SSES Report of Findings and Recommendations                         | Draft SSES Report of Findings and Recommendations              | Complete           |
|                                                                                             | Final SSES Report of Findings and Recommendations              | Complete           |
| Task 12: Evaluation and Technical Memorandum of Disinfection Byproduct Control Alternatives | Final Disinfection Byproduct Report of Findings                | December 15, 2026  |
| Task 13: Environmental Documentation                                                        | CWSRF Environmental Package                                    | September 30, 2027 |
| Task 14: Project Administration & Grant Reporting Assistance                                | CWSRF Construction Application for Sewer Rehabilitation        | December 1, 2027   |
| Task 15: Preliminary Design                                                                 | 30% Design                                                     | November 1, 2026   |
|                                                                                             | 60% Design                                                     | February 15, 2027  |
|                                                                                             | 90% Design                                                     | May 30, 2027       |

**Table 2: Budget breakdown**

| Item | Description                                                                     | GHD Original Scope Amount | GHD Amendment       | GHD Total Amended Contract Amount | City Grant Budget*   | Total Grant Allowances |
|------|---------------------------------------------------------------------------------|---------------------------|---------------------|-----------------------------------|----------------------|------------------------|
| 1    | Background Research and Consultation with City                                  | \$ 15,000.00              | \$ 0.00             | \$ 15,000.00                      | \$                   | \$ 15,000.00           |
| 2    | Update Collection Mapping and Analysis                                          | \$ 37,000.00              | \$ 12,700.00        | \$ 49,700.00                      | \$ 3,000.00          | \$ 52,700.00           |
| 3    | Painter Street Line Evaluation                                                  | \$ 9,162.00               | \$ 4,870.25         | \$ 14,032.25                      | \$ 10,838.75         | \$ 24,871.00           |
| 4    | Pump Station Evaluation                                                         | \$ 25,000.00              | \$ -4,155.00        | \$ 20,845.00                      | \$                   | \$ 20,845.00           |
| 5    | Develop and Implement Focused Flow Monitoring Strategy                          | \$ 80,000.00              | \$ -330.00          | \$ 79,670.00                      | \$                   | \$ 79,670.00           |
| 6    | Develop and Implement Focused TV Inspection Strategy                            | \$ 60,000.00              | \$ -18,000.00       | \$ 42,000.00                      | \$ 393,000.00        | \$ 435,000.00          |
| 7    | Right of Way Analysis                                                           | \$ 5,000.00               | \$ -26.00           | \$ 4,974.00                       | \$                   | \$ 4,974.00            |
| 8    | Evaluation of Selected Stormwater Management Issues Contributing to I/I         | \$ 55,000.00              | \$ -48,500.00       | \$ 6,500.00                       | \$                   | \$ 6,500.00            |
| 9    | Hydraulic Modeling of Selected Collection System Segments                       | \$ 30,000.00              | \$ 24,250.00        | \$ 54,250.00                      | \$                   | \$ 54,250.00           |
| 10   | Consideration of I/I Reduction Strategies                                       | \$ 25,000.00              | \$ 7,460.00         | \$ 32,460.00                      | \$                   | \$ 32,460.00           |
| 11   | Development of SSES Report of Findings and Recommendations                      | \$ 40,000.00              | \$ 69,730.00        | \$ 109,730.00                     | \$                   | \$ 109,730.00          |
| 12   | Evaluation and Technical Memorandum Disinfection Byproduct Control Alternatives | \$ 40,000.00              | \$ 30,028.00        | \$ 70,028.00                      | \$ 14,490.00         | \$ 84,518.00           |
| 13   | Environmental Documentation                                                     | \$ 57,000.00              | \$ 0.00             | \$ 57,000.00                      | \$                   | \$ 57,000.00           |
| 14   | Project Administration & Grant Reporting Assistance                             | \$ 7,500.00               | \$ 43,092.00        | \$ 50,592.00                      | \$                   | \$ 50,592.00           |
| 15   | Preliminary Design                                                              | \$ 0.00                   | \$ 481,277.00       | \$ 481,277.00                     | \$ 34,300.00         | \$ 515,577.00          |
| -    | <i>Painter Sewer Line Design (Completed under separate contract)</i>            | -                         | -                   | -                                 | -                    | \$ 111,088.00          |
|      | <b>Total Cost</b>                                                               | <b>\$485,662.00</b>       | <b>\$602,396.25</b> | <b>\$ 1,088,058.25</b>            | <b>\$ 455,628.75</b> | <b>\$1,654,775.00</b>  |

\* City Grant Budget covers City reimbursable expenses for survey, CCTV, and right of way analysis, and disinfection by-product pilot effort.



## **Staff Highlights – 2025-11-04**

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### **City Council**

### **City Manager**

Attended Assemblymember Chris Roger's Town Hall in Fortuna on July 30<sup>th</sup>.

Submission of CalRecycle Annual Electronic Report for 2025.

We are waiting for an official MOU with Redwood Coast Energy Authority for the funding of the Regional Climate Action Plan Coordinator position. Annual cost to Rio Dell is estimated at \$4,000 to \$5,000 annually. Once received, we will bring this item forward to the Council for direction.

### **City Clerk**

Encroachment Permits:

None

Business Licenses:

Franks Heating and Refrigeration

MISC:

- City Council Election is Here! If you want to run for City Council, make an appointment with the City Clerk. Deadline is August 12<sup>th</sup> if no incumbents run by August 7<sup>th</sup>!

### **City Attorney**

### **Human Resources, Risk & Training**

### **Finance Department**

Submitted Reimbursement Request No. 2 to the State Water Board for the Painter Street Sewer Line Replacement Project under Agreement No. D2404000, totaling \$301,883.22, and separated GHD's project management and design tasks as SSES grant costs so no expense is claimed under both agreements.



Reviewed Mercer-Fraser Pay Estimate No. 1 for the Painter Street project, corrected the retention calculation, and confirmed the City's payment obligation under Public Contract Code Section 20104.50.

Continued work with the State Water Board's Division of Financial Assistance on eligibility and reimbursement of bridge financing costs tied to the RCAC revolving line of credit for the Painter Street project, and requested from RCAC the unsigned draft loan document the State requires before it will issue an eligibility letter.

Prepared Disbursement Request No. 5 and the second quarter progress report for the Eel River Trail Accessible Ramp project under Wildlife Conservation Board Agreement WC-2558AB.

Reviewed Pay Application No. 15 on the water main project following the engineer's quantity reconciliation and confirmed the remaining punch list items are secured through retention.

Prepared the staff report and budget amendment resolution appropriating funds for the Police Department Animal Kennel slab, based on the competitive bid received from RH Construction.

Reviewed the USDA Community Facilities grant program for the kennel project and determined the City does not qualify under the program's certification requirements.

Revised the donation instructions in the Animal Kennel fundraising press release at the City Manager's request.

Acknowledged receipt of second quarter 2026 cannabis tax returns and payments from local operators and directed future filings to finance staff.

Coordinated with the new HCD CDBG Program Representative and Humboldt County staff on an amendment adding uncommitted program income to Award 22-CDBG-PI-00027 to cover added scope on the current owner occupied rehabilitation project.

Transmitted the City signed FY 2026-27 Senior Home Repair Program agreement to Humboldt Senior Resource Center.

Completed the ledger review of the Spay and Neuter Voucher Program fund and finalized the associated briefing materials.

Coordinated the July 2026 Bureau of Labor Statistics Current Employment Statistics submission with finance staff.

### **Public Works Water**

Monthly Reports to SWRCB

Monthly Reports for California State Water Resources Control Board Drought Report



Performed Chlorine Residual Tests Weekly (Monday, Wednesday, Friday) at City Hall and Douglas Street (Entered Data into Excel Spreadsheet)

Obtained Grab Samples for Bacteriological Testing performed by Micro Labs in Arcata [Performed Every Tuesday at various locations and three (including Monument residence and Eel River source water) on every third Tuesday of the month]

Marked/Responded to USA's on: Pacific, Eeloa, Douglas, and other various streets

Calibrated pH probes at surface water treatment plant

Assessed service line leak on monument with listening device, pinpointed leak and repaired accordingly

Attended 811 (underground service alert) information workshop at the wharfinger building in eureka

Meeting with GHD and possible contractors for pre bid inspection for Painter St. water tank demolition and construction

Replaced Chlorine reagents at surface water treatment plant and metro wells

Treated/Flushed wells and clear well at metro wells

Replaced 11 failed ERTS and Dials

Switched over old water lines to new lines for Wahlund water repair project

### **Public Works Wastewater**

### **Public Works Streets, Buildings and Grounds**

Completed Fire Extinguisher Safety Training with Eureka Oxygen

Attended zoom meeting for safety administrator and safety training requirements with David Patzer from DKF solutions

Refurbished sprinklers at BlueStar park with new internal components

Started plans for dog kennel at metro wells (Traced service lines and measured/painted footprint for location and electrical work)

Repaired sinkhole on South Sequoia (Wendt Construction)



Put up algae warning signs around river access points

Performed Evacuation drill at corporate yard

Traced sewer lateral cleanout on Hilltop for Painter St sewer upsizing project at corporate yard

Scraped and power brushed gutters for street sweeper preparation for Wildwood Days

Painted over graffiti wall on Edwards dr.

Fixed Speed Radar sign at city hall

Limbed and hedged Sequoia, Monument, Townsend, and Pacific

Replaced damaged stop sign on Berkeley and First

### **Public Works City Engineer**

### **Public Works Capital Projects**

### **Police Department**

### **Community Development Department**

Receive, Review and Process Building Permit Applications for

Interior Remodel Permit – 770 Walnut Ave

Siding Permit – 186 Ogle Ave

Water Heater Permits – 232, 234-A and 234-B Ogle Ave

Roof Permit – 227 Ogle Ave

Roof Permit – 629 Rigby Ave

PV Battery Permit – 210 Bellevue Ave

Roof Permit – 166 Cedar Street

Interior Remodel Permit – 670 Second Ave

Roof Permit – 381 Center Street

Interior Remodel Permit – 371 & 375 Wildwood Ave

Mini-Split HVAC Permit – 993 Curtis Lane

Rental Housing Inspections, Prepare Reports and Correction Affidavits for

123 Wildwood Ave

129-A Wildwood Ave

129-B Wildwood Ave

129-F Wildwood Ave

133 Wildwood Ave

130 Ash Street

204 Ash Street

206 Ash Street

208 Ash Street

212 Ash Street



Foundation Inspection 157 Monument Road

Foundation, electrical inspections 178 Grayland Heights

Inspections 670 Second Ave

Meeting with Glenn White – Project update, potential subdivision

Attend two HCD Housing Element webinars

Correspondence with Dollar General re: need for irrigation.

Meeting with Marc Matteoli re: Church property on Rigby, subdivision concepts.

Meeting Dewayne Sipp re: Sweet Grass Farm purchasing Dinsmore Plateau Farms, past taxes, permitting, etc.

Correspondence between NorthSky, Environmental Health, North Coast Water Board re: permitting temporary disposal site at the HRDBP.

### **Intergovernmental**

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



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

August 4, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Presentation and Update from City Engineer

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation.

BACKGROUND AND DISCUSSION

The City's engineering firm, GHD, will provide an update on projects for the City.

Attached is a draft Powerpoint for the presentation.

///



# City Engineering Update

August 4, 2026

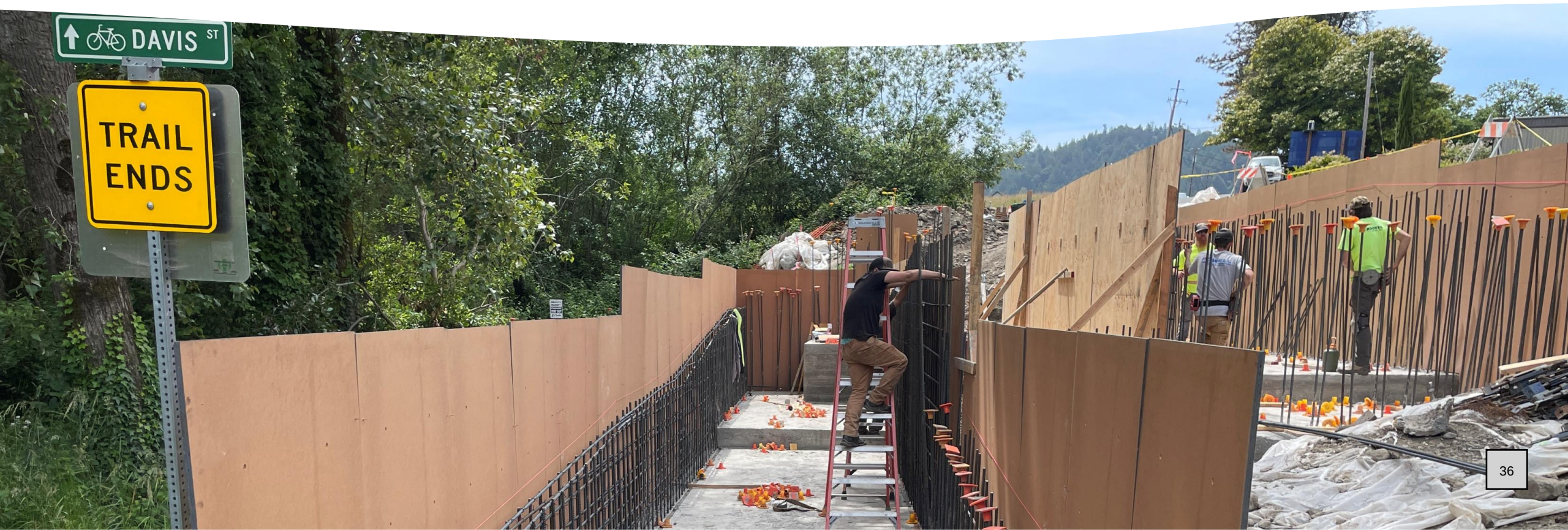
Rebecca Crow, PE

Steven Pearl

# Eel River Trail Accessible Ramp Construction

Section I, Item 1.

- Work is progressing
- Contractor completed foundation pours recently
- Work is anticipated to be complete by the end of summer



# Pedestrian Connectivity Project

- Construction Funds successfully allocated to the City
- Project going out to bid soon
- Construction schedule for Fall 2026

# Cal OES Damage Repair Projects Status

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- Metropolitan Wells - Repairs to well pad being finalized
- Painter Street Tank – Bid docs out to bid due August 11th
- Fern Street Lift Station Repairs – Notice to proceed issued, Construction will start in August
- Chlorine Contact Tank Basin and Infiltration Gallery Repairs – Bid awarded



# Water Distribution System Improvement Project Construction

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- Major sections of the system were pressure tested and will come online soon
- Additional hydrants, valves, and sections of pipe being added to the project utilizing SWRCB funds
- New 500,000 Water Tank at the Douglas Site almost Complete
- Highway 101 crossings are going well and nearing completion



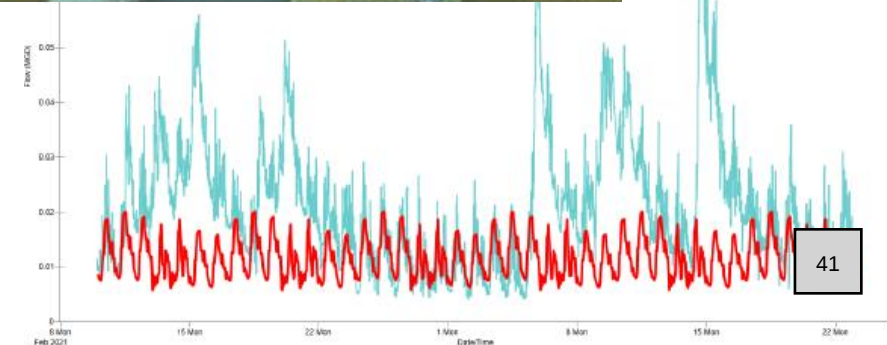
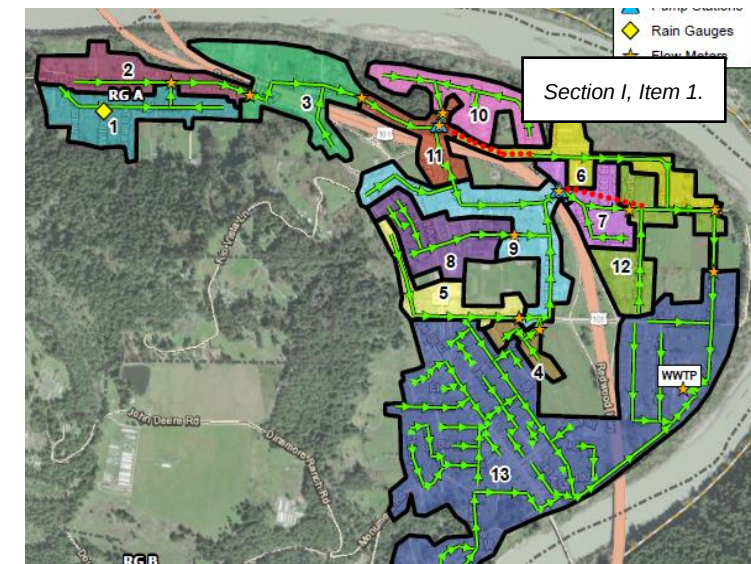
# Eel River Crossing Pipeline Retrofit Final Design

- FEMA Hazard Mitigation Funded
- Phase 1, 60% Design, Completed May 2024
- City has kept environmental and permitting requirements moving forward
- Phase 2 funding anticipated in the next few months



# Sanitary Sewer Evaluation Study Accomplishments to Date

- Sewer System Mapping GIS data development Draft Complete
- System Flow Monitoring complete
- Pump Station Analysis complete
- Closed Circuit TV Inspection Complete
- Sewer System Model Calibration and Validation Complete
- Painter Street Sewer Line Upgrade Design
- Disinfection By-product Pilot Testing and chlorination system upgrade design Complete

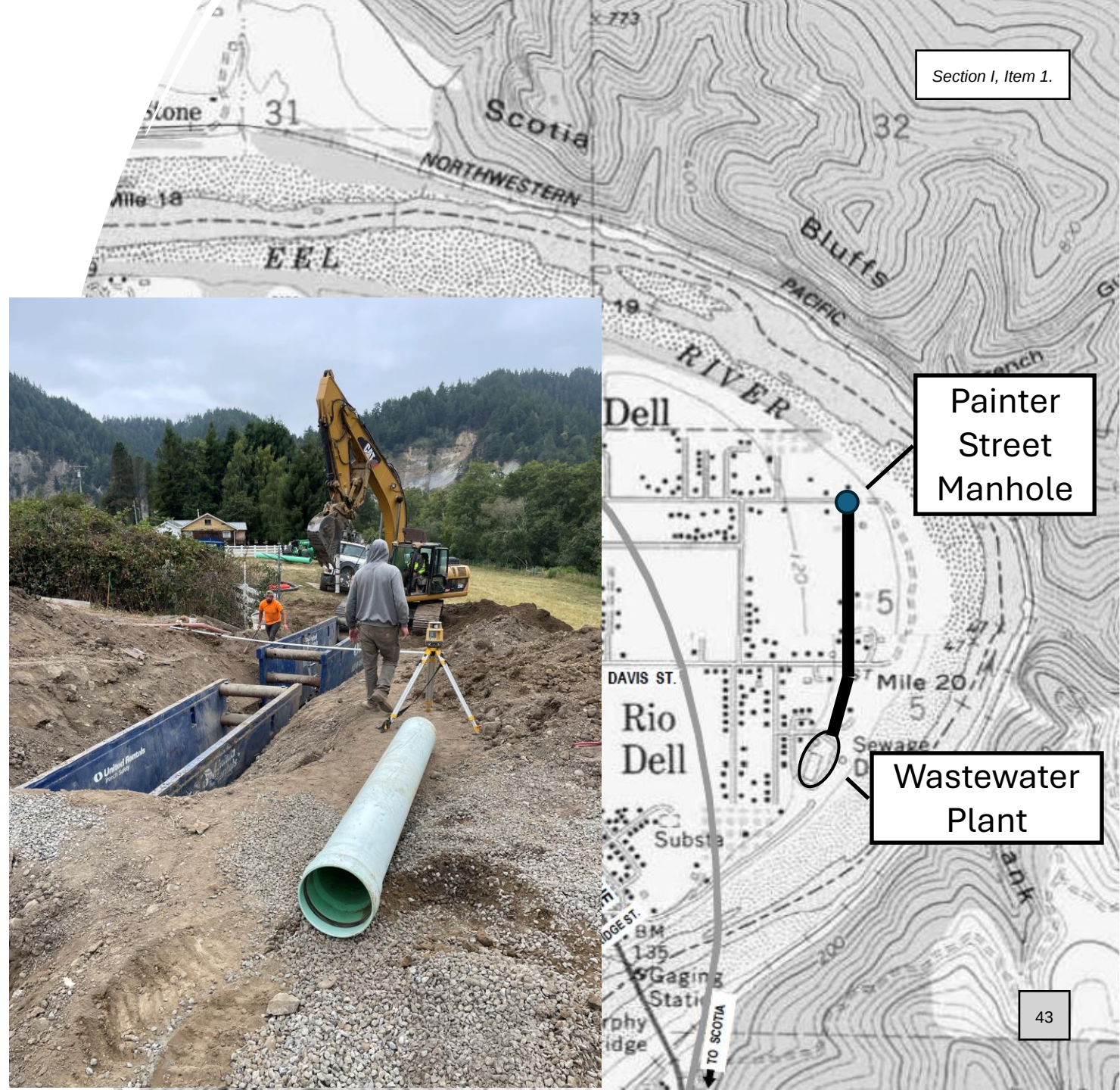


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# Painter Street Sewer Line Replacement

- Sewer line constructed in the 1960's
- As the City has grown, the sewer flows have exceeded pipeline capacity
- The sewer manhole at the end of Painter Street experiences sewer overflows multiple times per year
- City started to evaluate design solutions in 2018
- The City awarded SWRCB funding to complete construction
- Construction Started in July!





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

August 4, 2026

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Appointment of an Ad Hoc Committee to Review Responses to the Humboldt County Grand Jury Report Related to Law Enforcement Emergency Preparedness

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

Appoint up to two members of the City Council; or,

Take no action. Staff can provide the report to the Council without Ad Hoc review.

**BACKGROUND AND DISCUSSION**

On June 17, 2026 the Humboldt County Grand Jury released a report titled “Emergency Preparedness: The Role of Local Law Enforcement Agencies.” The report requires a City response to various findings and recommendations. The committee is expected to meet one or two times to read the report and review/edit responses before being forwarded on to the City Council for approval.

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

**For Meeting of: August 4, 2026**

☐ Consent Item; ☒ Public Hearing Item

To: City Council

From: Mary Clark, Community Service Officer

Through: Kyle Knopp, City Manager

Date: August 4, 2026

Subject: Public Hearing on the Cost Recovery for the Abatement of 530 3<sup>rd</sup> Avenue

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**Recommendation:**

1. Open the Public Hearing
2. Receive any testimony/evidence concerning the cost recovery for the abatement conducted at 530 3<sup>rd</sup> Avenue
3. Discuss the matter
4. Approve the Findings and Order Confirming Accounts and Assessment for the abatement of 530 3<sup>rd</sup> Avenue

**Background and Discussion**

On April 2, 2026 the abatement warrant was executed at 530 3<sup>rd</sup> Avenue. A 40-yard dumpster was filled with solid waste by the occupants of the Property. The City's costs for the abatement were determined to be \$1,568.41.

Rio Dell Municipal Code (RDMC) Sections 8.10.310 through 8.10.330 cover the cost recovery process. RDMC Section 8.10.330 references the California Government Code Section 38773.5 which spells out the process for establishing taxes and assessments. This process requires two meetings, a public meeting followed by a public hearing.

Attachment(s): Findings and Order Confirming Account and Assessment

Notice of Public Meeting and Hearing Regarding Nuisance Abatement Cost Recovery



**FINDINGS AND ORDER  
CONFIRMING ACCOUNT AND ASSESSMENT**

In Re: Cost Recovery Hearing  
City of Rio Dell v, Jonathan and Rebecca Dixon  
530 Third Avenue, Rio Dell, California  
AP# 053-072-008

August 4, 2026

On August 4, 2026, the Rio Dell City Council convened a hearing under Rio Dell Municipal Code Section 8.10.320 for the assessment of costs related to nuisance abatement activities at the subject premises recited above.

At said hearing the Council considered the evidence presented to it concerning the subject premises, including relevant documents, writings, codes, ordinances, as well as oral testimony at the hearing, and now, therefore, it makes the following:

**FINDINGS:**

1. The property located at 530 Third Avenue, Rio Dell, California is located in an Urban Residential zone within the City of Rio Dell, Humboldt County, California and is referred to as Assessor's Parcel Number 053-072-008; and
2. The Rio Dell Police Department received a complaint concerning the existence of violations on the property, to wit: Property use in violation of Rio Dell Municipal Code Section 8.10.020(a)(1), improper disposal of solid waste; and Section 8.10.020(c), junk vehicles; and
3. The property owner and/or occupants, were served with a Notice of Violation dated May 3, 2024, pursuant to Rio Dell Municipal Code Section 8.10.230, describing the violations and ordering abatement of those conditions; and
4. The property owner and occupants had significant and reasonable time to correct all violations and refused and/or failed to meet the deadlines prescribed by the Notice of Violation; and
5. The property owner and/or occupants were served with a Notice of Nuisance and Order to Abate dated July 24, 2024 pursuant to Rio Dell Municipal Code Section 8.10.260, giving the property owner and occupants additional, significant, and reasonable amount of time to correct the violations; and

- 6. The property owner did not contest the imposition of the Notice of Violation and Order to Abate; and
- 7. The property owner refused and/or failed to meet the deadlines imposed by the Notice of Violation and Order to Abate; and
- 8. On May 20, 2025, the City of Rio Dell did, in fact, abate said nuisance; and
- 9. Due to continuous, ongoing violations not being corrected, the City of Rio Dell did, in fact, abate said nuisance an additional time on April 2, 2026.
- 10. The City of Rio Dell maintained an accurate and itemized account of the cost of the abatement, pursuant to Rio Dell Municipal Code Section 8.10.310; and
- 11. The property owner was served with a Cost Recovery Assessment outlining the costs incurred by the City and requesting that payment be made within thirty days; and
- 12. The property owner has refused and/or failed to make payment to the City for the cost of the abatement within the time allotted; and
- 13. The property owner was served with a Notice of Assessment, pursuant to Rio Dell Municipal Code Section 8.10.320, specifying the work done; an itemized account of the cost and receipts of performing the abatement; the amount of the assessment proposed to be levied against the property, the time and place where the Rio Dell Police Department would submit the account to the Rio Dell City Council for confirmation; and a statement that the City Council would hear and consider objections and protests to said account and proposed assessment; and
- 14. The costs of the abatement as set forth in the Notice of Assessment were necessarily incurred and are reasonable.

Following the said meeting and hearing, the City Council for the City of Rio Dell does hereby ordain and declare as follows:

**ORDER:**

- 1. That the account and proposed assessment of \$1,568.41 be, and is hereby, confirmed in full; and
- 2. That the Rio Dell Police Department shall cause to be prepared and recorded in the Office of the County Recorder, a Notice of Lien, which shall contain the identity of the property, a description of the proceedings under which the assessment was made (including this Order Confirming Assessment), the amount of the assessment, and a claim of lien on the described premises.

The City Council votes are tabulated as follows:

|                              |                                                            |
|------------------------------|------------------------------------------------------------|
| Mayor Debra Garnes:          | Yes <input type="checkbox"/> ; No <input type="checkbox"/> |
| Mayor Pro Tem Amanda Carter: | Yes <input type="checkbox"/> ; No <input type="checkbox"/> |
| Councilmember Frank Wilson:  | Yes <input type="checkbox"/> ; No <input type="checkbox"/> |
| Councilmember Robert Orr:    | Yes <input type="checkbox"/> ; No <input type="checkbox"/> |
| Councilmember Julie Woodall: | Yes <input type="checkbox"/> ; No <input type="checkbox"/> |

DATED: \_\_\_\_\_

\_\_\_\_\_

Mayor of the City of Rio Dell

DATED: \_\_\_\_\_

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Clerk of the City of Rio Dell

**Notice of Public Meeting and Hearing Regarding Nuisance Abatement Cost Assessment**

June 11, 2026

Via Certified Mail

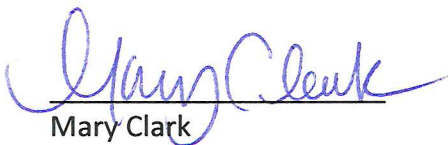
To: Jonathan Dixon  
530 Third Avenue  
Rio Dell, California 95562

Location: AP# 053-072-008  
530 Third Avenue  
Rio Dell, California

This Notice of Public Meeting and Hearing Regarding Nuisance Abatement Cost Assessment follows the Notice of Violation, served on May 1, 2024; the Notice of Nuisance and Order to Abate, served on July 24, 2024; and the Notice of Abatement Cost issued on May 11, 2026. Notice is hereby given that the City of Rio Dell ("City") has completed the abatement of the nuisance conditions on the property located at 530 Third Avenue, Rio Dell, California, known as Assessor's Parcel Number 053-072-008, under the authority of the Section 8.10.290 of the Rio Dell Municipal Code. Attached is a cost recovery assessment, which specifies the work done, including an itemized account of the costs and receipts for the performing the abatement, and the total amount of the assessment to be levied against the property, to wit, \$1,568.41. Pursuant to Rio Dell Municipal Code Section 8.10.320, you have already been provided over thirty (30) days to pay this sum to the City.

Notice is further given that, on June 16, 2026 at its regular public meeting scheduled for 6:00 PM or as soon thereafter as the matter can be heard, the Rio Dell City Council, located at 675 Wildwood Avenue, Rio Dell, California, will schedule a public hearing on whether to impose a lien on your property in an amount equal to the City's nuisance abatement costs. The public hearing will be scheduled for August 4, 2026. If the costs of abatement are imposed by the City Council following the August 4, 2026, public hearing, the City will impose the costs of abatement as a special assessment against your real property; and the special assessment may be collected at the same time and in the same manner as is provided for the collection of ordinary County taxes; and shall be subject to the same penalties, interest, under the same procedure for foreclosure and the sale in the case of delinquency as is provided for in ordinary County taxes.

Notice is further given that at public hearing on August 4, 2026 the City Council will hear and consider any objections and protests to the assessment. You may appear with an attorney or other representative, call and cross-examine witnesses, and present evidence on your behalf. Should the assessment be levied, the property may be sold after three years by the tax collector for unpaid delinquent assessments in accord with Rio Dell Municipal Code Section 8.10.330 and California Government Code Section 38773.5.



Mary Clark  
Community Service Officer  
Rio Dell Police Department

6/11/2026  
Date