RIO DELL CITY COUNCIL

VIRTUAL MEETING AGENDA

REGULAR MEETING - 6:30 P.M.

TUESDAY, FEBRUARY 16, 2021

CITY COUNCIL CHAMBERS

675 WILDWOOD AVENUE, RIO DELL

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

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

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

Public Comment by Email:

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

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

Zoom Public Comment:

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

A. CALL TO ORDER

B. ROLL CALL

C. 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) 2021/0216.01 - Approve Minutes of the February 2, 2021 Regular Meeting **(ACTION)** 1

2) 2021/0216.02 - Letter in Support of Letter Requesting Legislative Remedy for CRV Buyback **(ACTION)** 14

3) 2021/0216.03 - Approve Resolution No. 1480-2021 Awarding the City Hall Security Camera Project to Security Lock & Alarm **(ACTION)** 18

4) 2021/0216.04 - Receive and File Check Register for January 2021 **(ACTION)** 21

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1) 2021/0216.05 - City Manager/Staff Update **(RECEIVE & FILE)** 25

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

1) 2021/0216.06 - FY 2020-2021 Mid-Year Financial Report
(RECEIVE AND FILE) 29

2) 2021/0216.07 - Discussion on Solid Waste Franchise Agreement and Opportunity for Universal Collection
(RECEIVE AND FILE) 33

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

1) 2021/0216.08 - Approve Resolution No. 1481-2021 Designation of Subrecipient's Agent - Hazardous Mitigation Grant Program and Pre-Disaster Mitigation Program
(ACTION) 37

2) 2021/0216.09 - Introduction and First Reading (by title only) of Ordinance No. 383-2021 approving the pre-zoning of the City's Wastewater Disposal parcel (205-111-039) and intervening Caltrans property to Public Facility (PF) in anticipation of annexing the area into the City; and 61

Approve Resolution No. 1475-2021 pre-designating the City's Wastewater Disposal parcel (APN 205-111-039) and intervening Caltrans property to a General Plan Land Use designation of Public Facility (PF) in anticipation of annexing the area into the City; and 75

Approve Resolution No. 1479-2021 authorizing the filing of an annexation application to the Humboldt County Local Agency Formation Commission (LAFCo) to annex the City's Wastewater Disposal parcel (APN 205-111-039) and intervening Caltrans property into the City
(DISCUSSION/POSSIBLE ACTION) 78

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

The next regular City Council meeting is scheduled for
Tuesday, March 2, 2021 *at 6:30 p.m.*

RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
FEBRUARY 2, 2021

The regular "virtual" meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Garnes.

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

Others Present: City Manager Knopp, Chief of Police Conner, Finance Director Dillingham, Community Development Director Caldwell, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor and City Clerk Dunham

CEREMONIAL MATTERS

Moment of Silence in Memory of former Mayor/Councilmembers Bud Leonard
Mayor Garnes called for a moment of silence and said that Bud was the person that convinced her to run for City Council, he was a great guy and would truly be missed.

Councilmember Woodall said that she knew Bud for over 20 years and during that time he was always involved with the City either as a councilmember or planning commissioner. His research skills were invaluable and right up until the end of his life, he made sure to listen to the council meetings.

Mayor Pro Tem Johnson said that Bud was instrumental in getting him into politics and that he began by replacing Bud on the Planning Commission when he was re-elected to the City Council in 2010. When Bud was no longer able to serve on the City Council, he was then appointed to serve for the remainder of Bud's term.

Nick Angeloff added that Bud was one of the most interesting persons he ever met. He was a true patriot and his stories about his work and past experiences were the best stories he had ever heard.

PUBLIC PRESENTATIONS

Mayor Garnes asked if there were any public comments. No public comments were received.

CONSENT CALENDAR

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

Motion was made by Johnson/Woodall to approve the consent calendar including approval of Minutes of the January 19, 2021 regular meeting, approval of the appointment of Patrick Knight as a third member on the Nuisance Advisory Committee, and approval of Resolution No. 1477-2021 authorizing update of signature cards on all US Bank accounts. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff update and brought special attention to the January 26th County Board of Supervisors meeting wherein they reviewed the budget and found additional Measure Z funds. He expressed special thanks to Supervisor Michelle Bushnell for advocating on behalf of Rio Dell to approve $33,000 in funding for the Police Department in the current Measure Z cycle.

He also reported that staff was working with a surveyor on the 2021 Pave Project, said that staff conducted the first Economic Development Ad Hoc Committee meeting on January 28th with experts from the County of Humboldt's GoHumCo and CALED, and asked Wastewater Superintendent Taylor to provide an update on the recent Sanitary Sewer Overflow (SSO) that occurred as a result of the recent heavy rain event.

Wastewater Superintendent Taylor reported that there were two SSO events that occurred on January 26th and January 27th at the end of Painter Street. He said that approximately 30,000 gallons were lost and they were able to recover 7,000-8,000 gallons due to staff's response to the occurrence. He noted that with the last rain events on Sunday and Monday of this week, the system was able to handle it. He commented that with the extended work of the Sewer Lateral Inspection program, there has been substantial improvement related to the decrease in I & I (inflow and infiltration) to the treatment plant. During these types of rain events they typically see 2.5 million gallons of flow to the treatment plant. With this rain event they saw 1.5 to 1.6 million gallons of flow to the plant.

Mayor Pro Tem Johnson asked when the last time they ran a camera down the line from Painter Street to the plant and subsequently did a cleaning, and if it was in the best shape possible.

Wastewater Superintendent Taylor explained that they did camera the entire line around 2019/2020 said that the pipe is an older AC line but in tack. He said that the unfortunate part of the line is the section between Walnut and Davis St. which has potential for collection of sediment noting that the area of that line was jetted last summer but their equipment is not quite suited for that size of pipe (12" main). In discussions with the City Manager, they are looking at having outside help to perform extensive cleaning of the line to see if there are any restrictions. The area in question has a low slope so it is a choke point for causing sewer to backup during heavy rain events.

Mayor Pro Tem Johnson asked if there were any comments from the State Water Resources Control Board.

Wastewater Superintendent Taylor said that he is required to report to the Office of Emergency Services (OES) within two hours of a sewer spill which he did. He also talked to the City's State regulator at State Water Resources Control Board and gave her a breakdown of the events. Because of the situation the City is in with the SSES it is a known problem and what they are doing is trying to mitigate damages. It is not a matter of "if" but "when" an SSO will occur and until they can target some of the problematic areas and reduce the flows into the system, that's how they will handle these types of events.

Councilmember Carter thanked Wastewater Superintendent Taylor and the public works staff for their efforts in coming out at night in bad weather to address the problem.

Councilmember Wilson asked if SB2 grant funds could be used to replace sewer laterals.

Wastewater Superintendent Taylor noted that with grant funding, the City would able to replace some of the old clay terracotta pipes but it was his understanding that the SB2 grant was for a study on possibly a mixed-use development project. He explained that the Sewer Lateral Inspection program has been successful and hopefully the City can secure additional grant funding to identify and repair problematic areas.

He further reported that an engineer from Oakland will be coming up at the end of the week and installing monitoring equipment in the collection system to come up with an assessment on the worse areas.

Councilmember Wilson asked if a previous study was done monitoring flows throughout the City.

City Manager Knopp noted that no comprehensive analysis was done on the collection system although the City did do some smoke testing to identify leaks in pipes.

Mayor Garnes said that she was happy to see that there were only two calls for service at 355 Center St. (River Bluff Cottages).

Mayor Garnes called for public comment on the Staff Update. No public comment was received.

SPECIAL PRESENTATIONS/STUDY SESSIONS

Receive Report and Provide Direction to Staff on SB2 Planning Grant
Community Development Director Caldwell provided a staff report and said that the City was awarded a $160,000 planning and technical assistance grant last year to conduct a sewer

lateral study in the Ogle/Belleview neighborhood. The purpose of the SB2 program is to provide funding and technical assistance to help cities and counties prepare, adopt and implement plans and process improvements that streamline housing approvals and accelerate new housing production.

He expressed concern that accepting the grant and implementing the study is duplicative with respect to the ongoing Sanitary Sewer Evaluation Study (SSES). He noted that the SB2 grant was presented to the City Council at their meeting of December 3, 2019 and at that time, the SSES had not been approved by the State. Due to the competitive nature of the grant application, staff applied for the SB2 grant in the event the City was not awarded the SSES grant. He further noted that the SB2 grant is simply a study that provides no clear path to leverage grant dollars to actually implement construction or provide funding to homeowners with failed laterals.

He commented that in 2014 the City implemented the Sewer Lateral Inspection program which requires sewer laterals to be tested at the time of sale of a property. Since implementation of these requirements, there have been 18 tests in the Ogle/Belleview neighborhood which is about 11% of the neighborhood. Of those 18 laterals tested, 7 or about 38% had to be replaced or repaired.

Staff met with representatives from the Department of Housing and Community Development (HCD) to discuss staff's concerns and to discuss other possible options for utilizing SB2 funds. They understood the concerns and encouraged the City to explore other options.

One of the options discussed was the possibility of developing a pre-approved site and architectural plans that facilitate non-discretionary permitting for housing, including mixed-use commercial/residential projects. HCD was very supportive of the idea and thought it would be a game changer for Rio Dell.

Staff presented four (4) potential properties suitable for mixed-use development as:

- Baptist Church property at Wildwood and Belleview Ave.
- Property on Wildwood between Painter St. and Highway 101
- Rio Dell Mobilehome Park on Wildwood between Center St. and Painter St.
- Todd property at Davis St. and Highway 101

With Council approval, staff would contact the property owners to see if they have any objection to the City developing plans for a mixed-use project on their properties. Once developed, the shovel-ready plans can be used to market the property with pre-approved plans which is a significant benefit not only to the property owner but to potential developers as well. The City would benefit by meeting the City's Regional Housing Needs Allocation (RHNA) obligations.

City Manager Knopp explained that under the SSES, it looks at solutions for reducing the City's inflow and infiltration (I & I) and addresses the old clay pipes. He said that there are some creative solutions such as slip-lining the pipes rather than replacing them. This shows the State that the City is making progress which helps to pull down grant dollars. He reiterated that the SB2 grant is for a study only and does not provide funding to property owners with failed sewer laterals.

Councilmember Wilson asked if the study would distinguish between city and private property and if it covers all properties rather just the four properties identified in the staff report.

Community Development Director explained that only one of the property owners would be the recipient of the pre-approved plans for a mixed-use development. As far as identifying city versus private sewer lines, that is what the SSES does.

Councilmember Wilson asked for clarification that the idea would be to select one of the four properties and make the project shovel-ready.

Community Development Director Caldwell explained that one property would be selected and plans would be prepared with no discretionary review and those plans would then be available to the property owner to market the property.

Mayor Pro Tem Woodall asked if other jurisdictions have been successful with this type of program and if the property owner would be obligated to sell the property as a mixed-use project.

Community Development Director Caldwell indicated that other cities have developed shovel-ready projects but he was not certain about the success rate. He said that the property owner would not be obligated to sell the property as proposed.

Mayor Pro Tem Woodall commented that if money is put into the program and the property owner does not follow through with a development, the City would lose that money.

Community Development Director Caldwell agreed to reach out to HCD and relay her questions and report back to the Council.

Mayor Pro Tem Johnson referred to page 23 of the staff report with the map showing the locations of the four (4) proposed properties and thought that site 2 (Wildwood Ave. parcel between Painter St. and Highway 101), formerly referred to as the Albin property appears to be a great candidate for a mix-use development. He asked staff what they envision the project to look like if developed.

Community Development Director Caldwell envisioned multi-story, high density multi-family housing with highway commercial development such as a restaurant or small hotel. In

working with a design consultant, they would present three (3) conceptual plans which would be presented to the City Council. The Council would select one plan and final architectural plans would then be developed that facilitate non-discretionary permitting.

Councilmember Carter said that she was on board with the project as proposed and that it seems what is best for the City.

Mayor Garnes commented that she understands that utilizing SB2 funds for a sewer study is redundant with the SSES and if staff reaches out to the four property owners and someone is excited about the concept, she would tend to believe they would sell to a developer or develop the property on their own. She noted that they could potentially sell the property for a higher price since the planning/permitting process is already done.

City Manager Knopp reviewed staff's recommended action.

Mayor Garnes asked if there were any public comments received related to this item.

City Clerk Dunham read one public comment received from Sharon and Steve Wolff. (included as Attachment 1 to these minutes).

City Manager responded to the public comment and explained that there are a lot of mysteries related to the collection system and this is the first time a comprehensive study has been done. He noted that there are significant issues with the sanitary sewer system going back to its original design. He said while there are significant issues with the sewer system and private laterals in the Ogle/Belleview neighborhood, that is not the only area with issues. He said that there is a lot of work to do on the City-owned infrastructure and the hope is to be able to slip line some of the sewer lines and reduce I & I without having to take further steps beyond the Sewer Lateral Inspection program at the time of sale. In discussing the SB2 grant options with the State, they were on board with the mixed-use development plan. He said that this plan would help push forward economic development in the City and satisfy the State and the purpose of the grant to increase housing.

Community Development Director Caldwell reiterated that the SB2 grant cannot be used to assist property owners with replacement of failed sewer laterals. The I & I study is being conducted as part of the SSES which will put the City in a much better position for grants to potentially help property owners address those issues.

Motion was made by Johnson/Carter to direct staff to modify the HCD application to pursue grant funds for developing pre-approved site and architectural plans that facilitate non-discretionary permitting for housing, including mixed-use commercial/residential projects and to direct staff to reach out to the four (4) property owners.

Councilmember Wilson questioned whether this type of project would be a gift of public funds since the property owner would ultimately be benefiting from it.

Community Development Director Caldwell pointed out that the project would benefit the community as a whole by providing additional housing opportunities so did not believe that it was a gift of public funds. Nevertheless, he agreed to reach out to HCD to make sure.

Mayor Garnes stated for clarification that the Council was not committing to anything except for staff to reach out to the four property owners and said that she was open to the idea.

Motion then carried 5-0.

Financial Contribution to Chamber of Commerce for Holiday Decorations
Finance Director Dillingham provided a staff report and said that a request was received from the Chamber of Commerce for $2,500 for reimbursement for 2020 holiday decorations. In the process of reviewing the invoices, staff realized that although the current budget had sufficient funds allocated, there was no agreement or approval by the Council regarding funding the Chamber for the current fiscal year.

Mayor Pro Tem Woodall noted that in the future she would like to have the funding request presented with approval of the budget.

Councilmember Carter agreed.

Councilmember Wilson thought the Council had previously approved the funding.

Mayor Garnes explained that there were prior approvals but not for the current year.

Finance Director Dillingham explained that in the 2019/2020 budget, $3,500 was approved for holiday decorations but the actual amount of reimbursement was only $2,072 based on receipts submitted. She noted that there is a line item in the budget as "Promotional" but the funds were not specifically earmarked for holiday decorations. She indicated that with the Council's approval she could put a note on that line item in the next year's budget.

Mayor Pro Tem Johnson agreed that it would be appropriate for the City Council to make sure the line item is identified as part of the budget process.

Mayor Garnes commented that she loved the lights and decorations but was not sure it was a function of the City to help fund it. She said that the amount seems to increase each year but it is either a Chamber responsibility or a City responsibility. She pointed out that since the City is a member of the Chamber, perhaps every member should contribute the same amount. She said that the City is not the Chamber's funding source. She said if the City

contributes $2,500, then every member should perhaps contribute $2,500 or everyone collectively contribute a total of $2,500.

Nick Angeloff, Chamber of Commerce President said that they ask every business to donate and appreciate any donation large or small. He said that it is a collaborative effort to bring joy to the community during the holidays and they appreciate the City's generous donations to help make that happen.

He said that over the next couple of months the Chamber will be working on a kiosk project with the approval of the City but at the expense of the Chamber. He noted that the community has been really supportive of all of their activities.

Mayor Garnes asked if there were any public comments related to this item. No public comment was received.

Motion was made by Wilson/Johnson to approve a financial contribution of $2,500 to the Chamber of Commerce for holiday decorations. Motion carried 4-0; 1 abstention (Woodall).

Councilmember Wilson commented that it has been a strange year and that businesses are struggling. He pointed out that the City has not been financially impacted by the pandemic and although the Council can learn by this, he is glad the City is able to contribute to the Chamber with everything that has been going on.

Mayor Garnes commented that this is something that needs to be on everyone's minds during the next budget discussions.

President Angeloff thanked the Council for the financial contribution.

Update on 2020 Street Projects

City Manager Knopp provided a brief overview of the 5-Year Streets Improvement Plan as approved by the City Council on November 17, 2020. He said that staff has been working on putting together a bid for the proposed work which is expected to be issued by the middle of February with the results to the Council for approval by the middle of March. This update will provide an opportunity for final input from the Council on the proposed work.

He pointed out that the City was able to accomplish a fair amount of street work in addition to the ATP Project last year. He presented maps of the streets identified for repair this year and explained that the white cutouts on Dixie St. represent areas proposed for overlay including some replacement of drainage inlets and manholes. With regard to the River/Ogle/Spring loop, he looked at various options with Water/Roadways Superintendent Jensen and is suggesting a maintenance pave with grind outs on a 20-foot width of the travel lanes including the placement of a new manhole and valve box repairs. He said that they are also proposing some slight drainage improvements on River St. with a new drain inlet (DI).

City Manager Knopp said that on Eeloa Ave. near CC Market they were hoping for slurry seal however, upon further investigation they discovered some pretty significant problems, particularly as you get closer to CC Market. The focus will need to be on drainage in this area.

They will be doing some gravel reconfigurations on the West side of Eeloa Ave. and was working through some issues with the surveyor. They are also looking at grading a portion of the roadway near the ditch to widen the corridor.

Rio Dell Avenue will include a simple overlay with valve boxes maximizing drainage potential to get water off the road. Staff talked to the property owners who are excited about solving these drainage issues.

He said that with regard to Miller Ct., when the housing development was put in, there wasn't sufficient drainage in this particular part of the road which is now failing. The idea is to get in and try to correct it and allow water to drain appropriately.

In addition, they are proposing another 200 sq. yds. of various grind outs and patches in around town in preparation of slurry seal and also would be putting a few tons of asphalt on Belleview Ave. to correct some the deficiencies in that area.

Water/Roadways Superintendent Jensen said that throughout this process, quite a bit of drainage improvements were identified but the goal is to smooth out travel lanes and do some aggregate base on the edges to take care of some of the pot holes and to contour slopes to the current drains. He noted that there would be additional drainage work needed down the road but this will smooth out the travel lanes. He said that he was looking forward to being able to accomplish this year's proposed street projects.

Mayor Pro Tem Johnson reminded everyone that although there will be vast improvements to the streets, not to confuse that with "perfect" noting that there is not enough money to make the streets perfect.

Councilmember Woodall expressed her excitement in doing street improvements that will be visual to the community.

Councilmember Carter said that she was also looking forward to the street improvements.

Councilmember Wilson thought it was the best use of the money for the time being.

Mayor Garnes thanked staff for their efforts and said that she was looking forward to seeing the accomplishments.

<u>Review of Traffic Accident Report for 2020</u>

Chief of Police Conner reported that as the Traffic Officer for the City, he is required to provide a report on traffic accidents for the year. He reported that there were 16 traffic accidents reported to the Police Department in 2020, three-quarters of which were hit and run accidents. Two of those drivers were found and taken into custody and also charged with DUI's (driving under the influence). One accident involved a car hitting a pedestrian and another with a car hitting a person on a bicycle, both of which suffered minor injuries. He noted that the majority of the hit and run accidents involved the driver hitting a fence, telephone pole or parked car. He noted that a couple of the accidents had to do with visibility issues.

Councilmember Carter asked if the visibility concern at Monument and Edwards Dr. was because of the way cars were parked on the street.

Chief Conner explained that with angled parking, the driver does have to ease forward before pulling out from Edwards Dr. onto Wildwood Ave. and while this is a visibility concern, it was not the cause of the accident.

ORDINANCES/SPECIAL RESOLUTIONS

Resolution No. 1478-2021 Authorizing Application for Local Early Action Planning (LEAP) Grant to Supplement the SB2 Grant Funds

Community Development Director Caldwell provided a staff report and said that HCD encouraged the City to take advantage of $65,000 in LEAP grant funds to supplement the SB2 grant funds.

Staff recommended the City Council authorize the City Manager to make application to the California Department of Housing and Community Development for LEAP grant funds in the amount of $65,000 to supplement the SB2 $160,000 PTA Planning Grant for a shovel-ready mixed-use development.

Community Development Director Caldwell noted that staff submitted the application on January 31st but it needs to follow with the Resolution.

He reviewed the Project Timeline and Budget with total project costs totaling $230,000 to get a project shovel-ready.

Mayor Garnes asked if there were any public comments related to this item. No public comment was received.

Motion was made by Johnson/Woodall approving Resolution No. 1478-2021 authorizing application for Local Early Action Planning (LEAP) Grant to supplement the SB2 Grant Funds. Motion carried 5-0.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Johnson reported on the first Economic Development Ad Hoc Committee meeting held on January 28th via Zoom and noted that the meeting lasted 2.5 hours. He said that the City Clerk kept notes on the meeting and pointed out some of the hi-lights of the meeting including participation of a representative from CALED which is a great resource and organization the City can join for free. He said that CALED pointed out that USDA funds are available for economic development. He commented that the committee covered several matters in depth but not everything, suggesting the need for another meeting.

He also reported that the Mayor Selection Committee held a meeting and considered the appointment of a new city member to LAFCo and that he and Mike Losey from Fortuna were in the running. Mike Losey was selected to serve as the new city representative on LAFCo. He said that another meeting will be held on Monday to appoint an alternate so he may be in the running for that position.

Councilmember Woodall reported that she would be attending a Humboldt Transit Authority (HTA) meeting on Wednesday and they would be providing an update on the bus service from Eureka to Samoa which began on January 4, 2021, and discussing the bus shelter replacement project in Eureka.

She asked City Manager Knopp if they would be scheduling another Ad Hoc Committee meeting regarding the Rio Dell School property.

City Manager Knopp agreed to schedule another meeting with the committee members.

Councilmember Carter reported on her completion of the League of California Cities New Mayors and Councilmember training and said that the training was very informative and gave her a lot of perspective on the nuts and bolts of city government. She thanked the Council and staff for being so supportive of her through the learning process.

She also reported on her attendance at the Redwood Region Economic Development Commission (RREDC) meeting where they received a presentation on Viro Fiber Network, the company that is laying the broadband fiber from Eureka to Redding.

Councilmember Wilson reported on his attendance at Redwood Coast Energy Authority (RCEA) where they elected a Chairperson and Vice-Chairperson. He reported that electric bills would be going up for customers with the RCEA component of the bill going down. The increase has to do with the transmission line portion of the bill because PG&E will be doing repairs to the transmission lines. He said that he would also be attending a Humboldt Waste Management Authority (HWMA) meeting next week.

Mayor Garnes reported on a meeting with California Cities Redwood Empire Division and that she was invited to join the California Mayor's Coalition. The action plan includes a monthly call to the Governor to try and increase equity and collaboration with the Governor and the

Mayors of smaller cities. The smaller cities would be allocating for new State funding on a per Capita basis and discussing such items as the COVID spread and safely reopening of economic sectors and the deferral of the State Sales Tax. She said that she was also appointed as President of California Cities Equity Advisory Committee which will meet three times to create equitable and just features for all Californians. She agreed to report back to the Council on those meetings later.

ADJOURNMENT

Motion was made by Johnson/Carter to adjourn the meeting at 8:12 p.m. to the February 16, 2021 Regular meeting. Motion carried 5-0.

_____
Debra Garnes, Mayor

Attest:

_____
Karen Dunham, City Clerk

Public Comment

From: Steve <steve@riodelltimes.com>
Sent: Tuesday, January 19, 2021 5:49 PM
To: Public Comment
Cc: Karen Dunham
Subject: Public comment for 1.19.21 City Council Agenda item

Question re. SB2 Planning Grant agenda item:

The residents of the Belleview/Ogle neighborhood have been coming to Rio Dell City Council meetings for many years now asking for help with the drainage and sewer issues in that area. The $160,000 grant to conduct a sewer lateral study in the area was obviously thought to be a high priority need identified by the city back when the grant application was developed. The staff report for this item says "one of the concerns in accepting the grant and implementing the study is that we believe there is a significant number of properties that have failing laterals and as such these property owners could be responsible for replacing the laterals. The average cost for a lateral replacement is about $5,000. This is likely a burden that most of the property (owners) cannot afford."

So what is the city's plan for addressing the significant number of properties that the city believes have failing laterals if the city decides to divert this grant money from the original study?

Have the property owners who reside in the original sewer lateral study area been consulted?

Could the city pursue any options or grants for helping property owners make the necessary repairs rather than just leave them with failing sewer lines?

Thank you,

Sharon & Steve Wolff

ATTACHMENT 1

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

February 16, 2021

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Ratification of Letter Requesting Legislative Remedy for CRV Buyback

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Ratify the letter, or take no action.

BACKGROUND AND DISCUSSION

Resolution 1443-2020 allows the Mayor of the City of Rio Dell to issue urgency correspondence with the legislators upon the recommendation of the League of California Cities. Due to a looming deadline of February 19, 2021 for new legislation to be introduced, the League recommended issuing the attached correspondence as soon as possible.

During initial stages of the COVID-19 Pandemic response, California Redemption Value (CRV) buy back recycling centers closed under Executive Order by Governor Gavin Newsom. This Order was in place through August 21, 2020. Once the Order expired, Humboldt Waste Management Authority was the only local CRV redemption center to attempt to reopen, which resulted in overflowing traffic backing up Highway 101. After three days of attempts to control traffic and flow they had to close. They then proceeded to modify their procedures to create a safe CRV recycling process but were unable to get approval for a modified plan from CalRecycle ultimately leaving Humboldt County without a CRV redemption facility. In the absence of a local redemption facility retailers of CRV materials have to either accept the materials back from customers, acting as the redemption center, or are fined $100 per day.

The California Beverage Container Recycling and Litter Reduction Act of 1986 established the CRV fee deposit program with the intent to incentivize recycling practices by California residents. Beverage manufactures pay approximately $1.6 billion annually to CalRecycle and pass-thru the CRV deposit fees to the consumers. Consumers are supposed to be able to redeem their container to obligated retailers or certified redemption centers. Retailer or redemption centers then recoup their costs of the CRV payment and operational costs primarily through the sale of materials on the scrap market.

Mirroring statewide trends in California, obligated retailers ceased offering CRV buyback services at stores and over the past five years over 50% of the state's certified redemption sites

have closed at an alarming rate due to an ongoing economic collapse in the recycling scrap market. This issue is much larger than Humboldt, and the responsibility falls on a State program that has been in active failure for years.

With that as a backdrop, redemption centers were initially closed when the COVID-19 Pandemic hit California to all centers to determine how to safely operate protecting both staff and consumers. When the Executive Order was lifted in August, unfortunately CalRecycle maintained a position that if sites wanted to remain "certified redemption centers" thereby able to receive payments from the State for operating they were unable to modify any process from the pre-Covid approved plans. This has resulted in the decertification of all local CRV buyback centers and residents in Humboldt are unable to redeem their beverage containers and be reimbursed their CRV deposits.

The inability of CalRecycle to assist or provide viable assistance to struggling CRV redemption sites and center has negatively affected Area residents and effectively created a tax. When a region does not have a certified redemption center retailers who sell CRV items are required to either provide buyback services to customers or are fined $100 per day.

On October 22, 2020, after revoking a previous exemption, local retailers in Humboldt County received a first notice from CalRecycle requiring retailers to begin accepting empty CRV beverage containers at the end of a 60-day grace period or face the $100 per day fine. During this "grace period" local retailers were encouraged to "work with property managers, local government, and recycling center operators to establish a recycling center in our area". This is a burdensome requirement on local retailers, who are also under tremendous stress operating during a pandemic.

To simplify, retailers would have to develop the necessary infrastructure to accept and redeem CVR recyclables, transport those containers to a certified recycling location. In Humboldt County the closest certified location is 80 miles away, a four hour round trip. In addition to the logistical hardship placed on local retailers, they have an obligation to employees, qualified as "essential workers", and the safety of our customers, not only morally, but under California Governor Executive Order N-54-20 to take necessary and mandated precautions to reduce the risk of exposure to Covid-19.

With Covid-19 cases once again on the rise, retailers have determined they cannot justify taking additional risk of virus spread by providing redemption services. The retailers are requesting local authorities send a letter requesting legislative assistance to require CalRecyle to recertify our local recycling centers and allow CRV redemption on an appointment basis, increase daily allowable limits to pre-2014 volumes to address the backlog of stored material, and reinstate handling fees to help financially struggling redemption buyback centers.

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

February 10, 2021

Assemblymember Wood
1036 5th Street
Eureka, CA 95501

Via: Email: c/o: erin.dunn@asm.ca.gov

SUBJECT: REQUEST TO CONSIDER SPONSORING EMERGENCY LEGISLATIVE RELIEF FOR CRV REDEMPTION SERVICES IN HUMBOLDT AND OTHER SIMILARLY AFFECTED COMMUNITIES.

Dear Assemblymember Wood,

The City Council of the City of Rio Dell requests your urgent consideration to sponsor emergency legislative relief, or other appropriate mechanism, to enable CRV Redemption services in Humboldt County. The City of Rio Dell supports efforts by our local grocers to identify a mechanism by which the current operations of the CRV Redemption centers in Humboldt County could be modified to allow them to reopen in an orderly and safe manner. Temporarily modifying the restrictions on these CRV Redemption Centers would reduce nuisances that are now prevalent in our community as a result of people stock-piling recyclables, and will avoid the unnecessary fines that will be levied on our businesses that will undoubtedly be passed on to our residents, many of which are struggling during the COVID-19 Pandemic.

Residents of Rio Dell and throughout Humboldt County are currently stockpiling their CRV recyclables until such a time as they can redeem them. While some have yard space to stockpile, those residing in smaller units such as mobile homes and multifamily housing units do not have space to accommodate storage and are often some of the most economically disadvantaged members of our community. It is very frustrating that we find ourselves in this situation, as it is completely avoidable by implementing simple changes that would allow our CRV buyback facilities in Humboldt County to reopen.

We encourage our state representatives to assist recycling centers by modifying some of the existing Certified Buyback operating restrictions and identifying temporary relief measures that allow recyclers in affected communities to reopen until a comprehensive reform of CA's Beverage Container Recycling & Litter Reduction Act (aka "Bottle Bill") is approved and implemented. Specifically, we are requesting that the State immediately implement changes in legislation that:

- Allow for easy and expedited recertification of Humboldt County CRV Redemption centers that decertified in 2020.
- Direct CalRecycle to develop protocols with Humboldt recycling centers for operation of a Certified Buyback on an appointment-based model.
- Increase the Allowable Daily Load Limits of CRV material to pre-2014 limits for a period of no less than 9-months to allow recyclers/CRV redemption centers to accommodate the heavy demand built up since March 2020.
- Extend the grace period and do not impose fines on local retailers for failing to provide CRV buyback until such time as a long-term CRV Redemption solution can be implemented.
- Allocate any funds in CalRecycle's Penalty account (those retailers opting out of CRV redemption services) into a grant fund account to establish and support local redemption opportunities, or for handling fees for the CRV redemption facilities.

The City of Rio Dell appreciates your efforts to date and looks forward to providing input on future comprehensive Bottle Bill reform and zero waste efforts.

Sincerely,

Debra L. Garnes, Mayor
City of Rio Dell

Cc: Governor Gavin Newsom, 1303 10th Street, Suite 1173 Sacramento, CA 95814
Senator Mike McGuire, via email senator.mcguire@senate.ca.gov
League of California Cities, Attn: Sara Sanders via email sanders@calcities.org
Spencer Fine, CalRecycle, via email spencer.fine@calrecycle.ca.gov

Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
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February 16, 2021

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval of Resolution No. 1480-2021 Awarding the 2021 City Hall Security Camera Project to Security Lock & Alarm.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution No. 1480-2021

BACKGROUND AND DISCUSSION

The FY 2020-21 Budget includes $20,000 to replace a failed security camera system at City Hall. The new system will include three interior cameras and six exterior cameras. A new base station will be installed in the Police Department. The cameras will cover both front and rear parking areas in addition to the lobbies of the Police Department and main City Hall entrance.

An RFP was issued last year and the City Manager, City Clerk and Community Development Director evaluation the three proposals received. Security Lock & Alarm received the most points in the evaluation and it is recommended that they receive the project. If approved, staff will develop and execute a contract for the project, which we hope to have completed before the end of June 2021.

Under California State law, this type of video recording must be maintained by the City for a period of one year. Ongoing storage maintenance costs are estimated at $2,500-$5,000 annually.

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RESOLUTION NO. 1480-2021
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL
AWARDING THE 2021 CITY HALL SECURITY CAMERA PROJECT
TO SECURITY LOCK & ALARM

WHEREAS, the City of Rio Dell desires to replace a failed City Hall security camera system and has prepared plans, specifications and bid documents for the work; and

WHEREAS, on November 30, 2020, the City of Rio Dell issued and publicized a notice inviting a Request for Proposal ("Notice") entitled 2021 City Hall Camera Project ("Project"), pursuant to the Rio Dell Municipal Code; and

WHEREAS, the Notice required all bids for the Project to be sealed and delivered to Rio Dell City Hall on or before January 28, 2021, at which time the submitted bids were opened and read in an open forum; and

WHEREAS, Three RFP proposals were received as follows:

Nylex.net	Security Lock & Alarm	Advanced Security Systems
$23,347.64	$9,186.15	$15,282.66

WHEREAS, the RFP's were evaluated across four different criteria by the City Manager, City Clerk and Community Development Director with the following scores out of a possible 300:

Nylex.net	Security Lock & Alarm	Advanced Security Systems
189	292	281

WHEREAS, the City of Rio Dell has a budgeted and authorized an amount of $20,000 in FY 2020-21 for this purpose.

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

1. That Security Lock and Alarm be selected as the City of Rio Dell's vendor for the 2021 City Hall Security Camera Project

2. That the City Manager be authorized to draft, negotiate and execute a contract with Security Lock and Alarm for the project up to amount authorized in the FY 2020-21 Budget.

PASSED AND ADOPTED by the City Council of the Rio Dell on this 16th day of February, 2021 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9692	1/06/2021	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR JANUARY	4,030.33
9693	1/06/2021	[2407] FORBUSCO LUMBER	LUMBER AND SHEETROCK	184.44
9694	1/06/2021	[2405] FORTUNA ACE HARDWARE	RECEPT WR/TR 15A WHITE; COVER OUTLET 2GFCI'S 4";..SWITCH GRND SP 15A WHITE,TWO FOAM GREATSTUFF 20oz	34.20
9695	1/06/2021	[5052] GHD, INC	ENGINEERING SERVICES FOR STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT	7,217.20
9696	1/06/2021	[2474] HUMMEL TIRE & WHEEL, INC	FLAT REPAIR AND REPAIR PART; LICENSE NO 1295752	27.71
9697	1/06/2021	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR DECEMBER 2020	1,900.00
9698	1/06/2021	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; PAPER TOWELS; CLEAN MOP HEAD, RETURN OF OVERPAYMENT CHECK	134.63
9699	1/06/2021	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR JANUARY 15 THROUGH FEBRUARY 15, 2021; ADDITIONAL EMAILS (3); AND SECURITY GATEWAY FOR PD	1,310.00
9700	1/06/2021	[6315] ST. JOSEPH HEALTH RURAL HEALTH CLINIC	MANDATORY MEDICAL SAFETY FOR PD, WATER, WASTEWATER, & UTILITY I/II	2,370.00
9701	1/06/2021	[2779] WILDWOOD SAW	START HANDLE ASSEMBLY	21.69
9702	1/06/2021	[2787] WYCKOFF'S	5.5 2GALV 2" PIPE; 1 CUT AND THREAD	27.89
9703	1/21/2021	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR DECEMBER 2020	366.20
9704	1/21/2021	[2224] AQUA BEN CORPORATION	WATER PLANT CHEMICALS	2,975.40
9705	1/21/2021	[2293] CITY OF FORTUNA	COLIFORM (8-QUANTI-TRAY; 15-PA; 11-3X5); 16-BOD; 16-TSS/MLSS;	1,905.00
9706	1/21/2021	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 01/08/2021, POA Dues for PPE 01/15/2021	270.00
9707	1/21/2021	[2933] DESIGN AIR HEATING	PARTS AND SERVICE FOR CITY HALL HVAC	3,086.20
9708	1/21/2021	[6904] EDGE ANALYTICAL, INC.	SALMONELLA ENUMERATION ANALYSIS	182.00
9709	1/21/2021	[2393] FASTENAL COMPANY	DEEP CUT BAND SAW BLADE 3CT	27.66
9710	1/21/2021	[2394] FEDEX	SHIPPING FOR CHRONIC/ACUTE TESTING,SAMPLE SHIPPING FOR TESTING	586.28
9711	1/21/2021	[6902] FISCH DRILLING	GRUNDFOS MOTOR AND STAGE PUMP BRACKET	3,552.74
9712	1/21/2021	[2405] FORTUNA ACE HARDWARE	2 TERM RING (8AWG 8-10 SD),KITCHEN BAGS 13GAL; TRASH BAG 15CT; 2GAL DISTILLED WHITE VINEGAR; 2 KEYKRAFTER #35,KEYKRAFTER #35 RETURN, 2GAL DISTILLED WHITE VINEGAR; 2GAL MURIATIC ACID	89.00
9713	1/21/2021	[5052] GHD, INC	ENGINEERING SERVICES FOR DECEMBER 2020	1,526.75
9714	1/21/2021	[2475] HUMBOLDT TOWING, INC.	EVIDENCE STORAGE,EVIDENCE STORAGE	1,840.00
9715	1/21/2021	[6414] HUMBOLDT VETERINARY MEDICAL GROUP	EMERGENCY EXAM AND EUTHANASIA	200.00
9716	1/21/2021	[4474] IIMC	ANNUAL MEMBERSHIP THROUGH 3/31/2022	175.00
9717	1/21/2021	[2501] KEENAN SUPPLY	4X2 TAP BLIND; RED RUBBER FULL FACE GASKET; NUT&BOLT KIT	88.91
9718	1/21/2021	[6998] MAD RIVER COMMUNITY HOSPITAL	PRE-EMPLOYMENT PHYSICAL, PRE-EMPLOYMENT EVALUATION; PRE-EMPLOYMENT PHYSICAL & EVALUATION; DRUG SCREENING	2,975.28
9719	1/21/2021	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; PAPER TOWELS; CLEAN MOP HEAD,MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS;	200.62
9720	1/21/2021	[6975] MOTHERLODE DIAGNOSTIC IMAGING	PRE-EMPLOYMENT RADIOLOGIC EXAM	34.00
9721	1/21/2021	[5934] NORTH COAST JOURNAL	EMPLOYMENT ADVERTISEMENT - HELP WANTED, EMPLOYMENT ADVERTISEMENT	276.00
9722	1/21/2021	[2569] NORTH COAST LABORATORIES, INC.	ACID DIGESTION; AMMONIA NITROGEN UN-IONIZED; AMMONIA NITROGEN W/O DISTILLATION; CONDUCTIVITY; HARDNESS; ICAP METALS; NITRATE/NITRITE; THM by EPA 624; TOTAL DISSOLVED SOLIDS; TOTAL NITROGEN; TOTAL PHOSPHATE PHOSPHORUS; TURBIDITY	815.00
9723	1/21/2021	[4393] NYLEX.net. Inc.	REWIRE PHONE LOCATION; CABLES AND JACK	219.36

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9724	1/21/2021	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR DECEMBER 2020	149.38
9725	1/21/2021	[2659] RIO DELL PETTY CASH	PETTY CASH FOR DEC 2020	6.63
9726	1/21/2021	[2664] ROGERS MACHINERY INC	AIRCOMPRESSOR PARTS AND LABOR	2,119.08
9727	1/21/2021	[2693] SHELTON'S AUTO LUBE	FULL OIL CHANGE SERVICE FOR 2017 FORD POLICE INTERCEPTOR LICENSE# 1523876,FULL OIL CHANGE SERVICE FOR 2014 FORD POLICE INTERCEPTOR LICENSE# 1435260	115.54
9728	1/21/2021	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR JANUARY 2021	115.20
9729	1/21/2021	[3112] SIX RIVERS PORTABLE TOILETS LLC	HANDWASH UNIT RENTAL & 1 X WEEK (12/13/2020-12/29/2020) CLEANING SERVICE: WILDWOOD AVE & ELKO ST,HANDWASH UNIT RENTAL & 1 X WEEK (12/13/2020-12/29/2020) CLEANING SERVICE: 220 WILDWOOD AVE	116.42
9730	1/21/2021	[2682]SMALL CITIES ORGANIZED RISK EFFORT(SCORE)	QTR PREMIUM FOR WORKER'S COMP INSURANCE 7/1/20 - 6/30/21	23,427.02
9731	1/21/2021	[3372] SPECIALTY TRAFFIC SYSTEMS	DRIVEABLE DELINEATORS	482.83
9732	1/21/2021	[6825] SUDDENLINK	INTERNET SERVICES 1/1/21-1/31/21	900.00
9733	1/21/2021	[2319] SUDDENLINK COMMUNICATIONS	PUBLIC WORKS INTERNET & CITY HALL/PD/ PW PHONE SERVICES 1/10/21 - 2/9/21	539.52
9734	1/21/2021	[6359] SYAR INDUSTRIES, INC.	23.46 TONS EZ STREET ASPHALT-BULK	3,801.40
9735	1/21/2021	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR DECEMBER 2020, LEGAL SERVICES FOR DECEMBER 2020,	3,505.00
9736	1/21/2021	[2754] US CELLULAR	MONTHLY SERVICE FOR SAFETY PHONE 1/8/21 - 2/7/21	126.90
9737	1/21/2021	[2750] USA BLUEBOOK	ATC DIVERSIFIED DIAL ADJUST,SALT BRIDGE pHD SENSOR; 500mL pHD STANDARD CELL	263.29
9738	1/21/2021	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR FEBRUARY 2021	534.58
9739	1/21/2021	[2772] WENDT CONSTRUCTION, INC	8 UNITS OF ASPHALT TRANSPORTED FROM HEALDSBURG	1,040.00
9740	1/27/2021	[0576] 101 AUTO PARTS	LOCK EAS (PART# 765-1384),LAMP (PART# BP9005-N), 1/8X3/4 COIL PIN (PART# 673368)	18.07
9741	1/27/2021	[6038] ACCURATE TERMITE & PEST SOLUTIONS	BI-MONTHLY PEST CONTROL @ 675 WILDWOOD,RODENT & INSECT CONTROL @ 475 HILLTOP DR	275.00
9742	1/27/2021	[3975] AT&T - 5709	FAX LINE EXPENSES FOR JANUARY 2021 - PD,FAX LINE EXPENSES FOR JANUARY 2021-CITY HALL	56.76
9743	1/27/2021	[2237] BANK OF AMERICA BUSINESS CARD	DOLLAR GENERAL - ICE FOR TESTING,TRACTOR SUPPLY CO - 2 FIBERGLASS SHOVELS; 2 FIBERGLASS TRANSFER SHOVELS; ALL PURPOSE PUSH BROOM; RUBBER STALL MATT, COSTCO - WEBCAM; 41QT STORAGE, QUILL - HP 94X BLK TONER (ITEM# 901-24377614) ,WALGREENS - FIVE 4X4 SQUARE PRINTS, LEAGUE OF CA CITIES - 2021 NEW MAYORS & COUNCIL MEMBERS ACADEMY, SVABO - WEBINAR BUILDING CODE VIOLATIONS AND ENFOREMENT FOR THE CODE OFFICIAL,SCRAPPER'S EDGE - BUDGET BOOKS,AMAZON - FOUR OFFICE CHAIRS, CSMFO - MEMBERSHIP DUES, INTERNATIONAL CODE COUNCIL - CODE BOOK COPIES, ANALYTICAL TECHNOLOGY - AUTO-CHEM 100 Ohm RTD TEMP SENSING ASSY, AMAZON - OUTSIDEPRIDE CALIFORNIA POPPY FLOWER SEED 1 1/4LBS, NORTH COAST AQMD - NCUAQMD BURN PERMIT NUMBER E64992 (EXPIRES 12/31/2021), MYCOMMERCE - DOCSTAR LICENSING FOR 2 DEVICES, WINZIP - ACCUFUND SOFTWARE FOR SERVER, VISTAPRINT - EMBOSSED GLOSS BUSINESS CARDS (QTY 250), CHEVRON - 17.378GAL OF UNLEAD GASOLINE, AMAZON - OFFICE CHAIR AMAZON - 2PK WALKIE TALKIE, STAPLES - DESK CHAIR, ADOBE PRO DC MONTHLY SUBSCRIPTION, ALTERNATE FORCE - NIK NARCOTICS FIELD DRUG TEST KITS, ZOOM - COMMUNICATION VIA COMPUTER/PHONE, AXON - PPM STANDARD BATTERY PACK; CAMERA BATTERY PACK	3,654.72
9744	1/27/2021	[4603] CALIF. BUILDING STANDARDS COMMISSION	PERMIT ASSESSMENT FEES FOR OCT THROUGH DEC 2020	9.90
9745	1/27/2021	[2283] COASTAL BUSINESS SYSTEMS	DOCSTAR MAINTENANCE AGREEMENT 1/25/21 - 1/24/22	1,885.00
9746	1/27/2021	[2342] DEPT OF CONSERVATION DIVISION OF ADMIN.	STRONG MOTION INSTRUMENTATION & SEISMIC HAZARD MAPPING FEE FOR OCT THRU DEC 2020	21.82
9747	1/27/2021	[5568] DIVISION OF THE STATE ARCHITECT	DISABILITY ACCESS & EDUCATION FEES FOR OCT THROUGH DEC 2020	5.20

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9748	1/27/2021	[2385] EUREKA READYMIX	14.97 TONS OF 3/4 BASE 2PU CLASS	189.53
9749	1/27/2021	[2394] FEDEX	SAMPLE SHIPPING FOR TESTING	634.59
9750	1/27/2021	[6902] FISCH DRILLING	TWO VALVE & DIAPHRAGM REBUILD KITS (C/2 REPAIR KITS)	1,832.19
9751	1/27/2021	[2405] FORTUNA ACE HARDWARE	BATTERY PHOTO 1.5V; BATTERY AA ALKLINE; BATTERY AAA ALKLINE 4PK	21.45
9752	1/27/2021	[6460] FUENTES, HOPE & VALVERDE, DENYS	CUSTOMER DEPOSIT REFUND	39.46
9753	1/27/2021	[5052] GHD, INC	STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT, ENGINEERING SERVICES FOR DEVELOPMENT OF SANITARY SEWER EVALUATION STUDY	13,958.25
9754	1/27/2021	[6486] GREEN TO GOLD ENTERPRISES LLC	PLASTIC MALE ADAPTER 1/2"; PVC 3/4"X1/2" THREAD BUSHING;	1.84
9755	1/27/2021	[6514] INTERWEST CONSULTING GROUP	PLAN REVIEW FOR MARATHON 102	3,779.83
9756	1/27/2021	[2521] LEAGUE OF CALIF. CITIES	MEMBERSHIP DUES FOR CALENDAR YEAR 2021	2,626.00
9757	1/27/2021	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD	51.00
9758	1/27/2021	[5934] NORTH COAST JOURNAL	EMPLOYMENT ADVERTISEMENT - HELP WANTED, EMPLOYMENT ADVERTISEMENT - HELP WANTED	220.00
9759	1/27/2021	[2569] NORTH COAST LABORATORIES, INC.	COLIFORM PRESENCE/ABSENCE; TOTAL COLIFORM BACTERIA 3x5	130.00
9760	1/27/2021	[6957] O'KELLY, NOLAN	CUSTOMER DEPOSIT REFUND	252.26
9761	1/27/2021	[6806] PINTERMEDIA LLC	MONTHLY WEB HOSTING FEE FOR FEBRUARY	30.00
9762	1/27/2021	[2709] STAPLES DEPT. 11-04079109	TWO PILOT G2 BLUE; TWO TELEPHONE CORD DETANGLERS; TWO 3M TAPE SHEETS; REDISEAL TWO WINDOW ENVELOPES; CANS OF AIR; CLASIFICATION FOLDERS	216.21
9763	1/29/2021	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF JANUARY 2021	379.84
Total Checks/Deposits				**106,181.20**

Ref#	Date	Vendor	Description	Amount
975533	1/04/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR DECEMBER 2020	-395.56
2012021	1/08/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR DELTA DENTAL/ALLIED ADMINISTRATORS ONLINE PAYMENT FOR FEBRUARY 2021	-1,505.36
464266	1/08/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMA-RC ONLINE PAYMENT FOR PPE 01/01/2021	-6,966.46
846-880	1/11/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 01/01/2021	-4,614.22
1320725	1/11/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 01/01/2021	-14,134.34
9510656	1/13/2021	ELECTRONIC FUNDS TRANSFER	EFT ADJUSTMENT FOR EFTPS PAYROLL TAXES FOR PUBLIC WORKS EMPLOYEE.	-23.39
9510655	1/14/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ANNUAL SALES TAX PAYABLE FOR CALENDAR YEAR 2020	-563.00
9510654	1/15/2021	WITHDRAWALS	BANK ANALYSIS FEE FOR JANUARY 2021	-243.35
2992235	1/15/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR FINAL PAYCHECK FOR PUBLIC WORKS.	-1,115.16
471265	1/15/2021	ELECTRONIC FUNDS TRANSFER	EFT ICMA-RC ONLINE PAYMENT FOR FINAL PAYCHECK FOR PUBLIC WORKS.	-302.25
162-656	1/19/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 01/15/2021	-4,070.45
3333082	1/19/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 01/15/2021	-13,120.50
472074	1/19/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ICMA-RC ONLINE PAYMENT FOR PPE 01/15/2021	-7,020.80
241764	1/19/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ONLINE DEARBORN LIFE INSURANCE FOR FEBRUARY 2021	-382.50
364-640	1/27/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR FINAL PAYCHECK FOR PUBLIC WORKS	-401.84
12521	1/20/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR JANUARY 2021	-21.02
12521	1/20/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR JANUARY 2021	-1409.03
12521	1/20/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR PG&E ONLINE PAYMENT FOR JANUARY 2021	-17,313.04
5968709	1/22/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR ONLINE VSP INSURANCE FOR FEBRUARY 2021	-344.10

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
9510653	1/27/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR SHELL WEX BANK ONLINE PAYMENT FOR DECEMBER 2020.	-2,016.36
9424221	1/27/2021	ELECTRONIC FUNDS TRANSFER	EFT FOR BENEFIT BRIDGE/PUBLIC AGENCY COALITION ONLINE PAYMENT FOR FEBRUARY 2021.	-19,444.12
Total EFT's/Bank Withdrawals				**-95,406.85**

Ref#	Date	Vendor	Description	Amount
TRX TO PR	1/6/2021	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR PPE 01/01/2021	-36,717.45
TRX TO PR	1/15/2021	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR FINAL PAYCHECKS FOR PW EMPLOYEES	-2,675.63
TRX TO PR	1/20/2021	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR PPE 01/15/2021	-35,092.73
Total Transfer Between Accounts				**-74,485.81**

Staff Highlights – 2021-02-16

City Council

City Manager

City Clerk

Processed three (3) Building Permits:

541 Wildwood Ave. – Commercial Awnings
325 Center St. Apt. 24 – Wall Furnace
187 A & B Ogle Ave. – Sewer Lateral

Processed one (1) Business License Application:

Maddog Compliance, LLC – Compliance Consulting and Project Management

Processed one (1) Encroachment Permit Application:

Heryford Electric– Boring for utilities on Davis St. for Suddenlink Communications

Misc:

Submitted CHF-CIRB Building Permit Report for January
Submitted Monthly Bureau of Labor Statistics Employment Report
Sent ordinances to Code Publishing for update of the Rio Dell Municipal Code

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Wendt Construction installed lower lateral at 482 2nd Ave.

Returned Emergency equipment rental for potential SSO for a weekend Rain event.

Certified SSO Reports to CWIQS database

Finishing Up Annual Report for State

Coordinating CTR Priority Pollutants testing with State and North Coast Laboratories

Schedule Hearing tests for all city employees.

Assisted GHD and V&A engineering with installation of Flow monitoring equipment in the Collection System and Lift stations.

Installed a weather Station at the Corp yard.

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of January 27, 2020 to February 9, 2021. This period of time saw significantly higher than average activity across all the reporting criteria. This is partially due to the increase in staffing, but also due to an increase in warrant arrests as cases have begun to move very slowly through the court system. The summation of Calls for Service may greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Conner	36	5	2
Beauchaine	42	0	0
Landry	68	11	10
Mitchell	49	6	3
Burns	58	4	3
Johnson	94	12	7
Fielder	18	0	0
Matthews	30	0	N/A
Totals	304	38	25
Averages	21.7 per day	19 per week	12.5 per week
2020 Yearly Average	14.2 per day	12.2 per week	5.3 per week

Calls for Service at 355 Center Street

Type	Date	Time	Location	Primary Unit	Case #
415N	01/29/2021	15:59:57	355 CENTER ST	R614	
415	01/30/2021	06:47:26	355 CENTER ST	R614	
WELFARE	02/01/2021	13:21:54	355 CENTER ST	R618	
415	02/02/2021	11:43:05	355 CENTER ST	R618	

SUSC	02/06/2021	22:45:50	355 CENTER ST	R615
WELFARE	02/06/2021	23:03:12	355 CENTER ST	R615
WELFARE	02/09/2021	09:35:32	355 CENTER ST	R618

415N – Noise complaint
415 – Disturbance or argument
WELFARE – Welfare check on a person or animal
SUSC – Suspicious circumstances

R614 – Officer Logan Mitchell
R618 – Officer Russell Johnson
R615 – Officer Liam Burns

During the period January 13, 2021, to January 26, 2021, there were eight calls for service related to animal control issues. No animals were transported to Miranda's Rescue

Officer Johnson is continuing his field training with Chief Conner. He is scheduled to complete his field training in the middle of March

On February 5, 2021, Officer Mitchell responded to the intersection of Rio Vista Lane and Pacific. An unknown vehicle had left the roadway and struck the stop sign. A witness nearby gave a very detailed description of an unusual vehicle and its driver to Officer Mitchell. The sign pole had red paint transfers on it. He followed by going to some of the more troublesome houses. On Willow Lane, he located a car that matched the description provided exactly. He contacted the man who was associated with the car and he also matched the description provided. The car had an area of red paint on the right front fender that was scuffed. The color of the paint matched the paint on the pole. The driver claimed that he had not been in that area and it must have been another car that looked like his. Because it was not another car that looked like his, a warrant for his arrest is being sought from the District Attorney's Office.

On February 6, 2021, Officer Landry responded to a report that an ex-boyfriend had slashed the tire of a woman's car. Officer Landry spoke with the victim at length. She learned that while the victim had been sitting in her car at the beach, the suspect had ripped off both door handles trying to get in before eventually breaking a window. He tried to drag the victim out of the car, but was unsuccessful. The victim suffered bruises, cuts and other minor injuries in the struggle. A few days later, the suspect removed several hand and power tools from the victim's car while it was parked at the gas station. This event was captured by the station's video surveillance system. Most of the tools were recovered from a relative of the suspect, who appears to have fled Rio Dell. The report has been forwarded to the District Attorney's Office and a probable cause arrest has been requested from the other Humboldt County law enforcement agencies.

Code Enforcement

During the period of January 27, 2021 to February 9, 2021, the Department opened six new cases dealing with junk vehicles and closed two. One of the offending vehicles were towed by the city, while the other was removed by its owner. There were eleven open cases at the end of this reporting period.

During the period of January 27, 2021 to February 9, 2021, the Department opened two new cases and closed one. The two new cases both deal with solid waste and trash. One is on Belleview and the other is on Gunnerson. The closed dealt with trash and was resolved by the property owners. There were forty-three open cases as of February 10, 2021.

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park

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

February 16, 2021

TO: Rio Dell City Council

THROUGH: Kyle Knopp, City Manager

FROM: Cheryl Dillingham, Interim Finance Director

SUBJECT: Fiscal Year 2020-21 Mid-Year Financial Report

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive and file the Fiscal Year (FY) 2020-21 Mid-Year Financial Report.

BACKGROUND AND DISCUSSION

The Finance Director provides reports on the budget to keep the Rio Dell City Council and the public informed on the status of the City's finances. The attached Mid-Year Financial Report for FY 2020-21 summarizes budgeted versus actual amounts as of December 31, 2020 and describes any significant variances. At the time of the mid-year review staff did not see or project any substantial discrepancies in revenues or expenditures at both the department and fund levels.

ATTACHMENTS

FY 2020-21 Mid-Year Financial Report

MID-YEAR FINANCIAL REPORT

This Mid-Year Financial Report provides a review of the City's financial condition for fiscal year (FY) 2020-21 as of December 31, 2020. The report describes the revenues received and expenditures incurred and explains any significant budget variances at mid-year or projected to occur at the end of the fiscal year.

SUMMARY

The FY 2020-21 adopted budget for the City of Rio Dell was $4.78 million with estimated revenues of $4.07 million. Total City revenues received at mid-year were $2,382,703 which exceeded total expenditures of $2,323,716 by $58,987.

Revenues: The major funds of the City had received 49% of revenues as of mid-year. This compares to 42% for the same period last year. The primary change is General Fund revenues which were higher by $250,379, due to a change in the estimating and disbursement of sales tax revenues and increased cannabis revenues. Streets revenues were lower and SLESF was higher than last year, both of these differences are primarily due to the timing of payments to the City.

REVENUES BY MAJOR FUND

	BUDGET	MID-YEAR ACTUAL	% RECEIVED
GENERAL FUND	1,234,575	491,821	40%
STREETS	276,139	58,796	21%
SLESF	100,000	82,929	83%
BUILDING FUND	44,900	15,970	36%
SEWER	1,238,500	671,512	54%
WATER	1,166,200	662,761	57%
TOTAL	4,060,314	1,983,789	49%

Expenditures: City wide $2.3 million or 49% of $4.8 million in budgeted appropriations were spent as of mid-year. Operating expenses were 42% of budget at mid-year which is the same as last year. Police expenditures were 42% this year compared to 46% last year. This is primarily the result of the department not being fully staffed for the first half of the year. It is anticipated that Police expenditures will end the year equal to or slightly below budget.

The following table shows budget versus actual amounts by department and current and prior year variances at mid-year.

EXPENDITURES BY DEPT.

OPERATING	BUDGET	MID-YEAR ACTUAL	% EXPENDED	% PRIOR YEAR
Admin Car	1,300	430	33%	40%
Building	90,484	40,093	44%	40%
City Council	33,019	3,216	10%	20%
City Manager	297,355	155,365	52%	44%
Finance	411,006	154,430	38%	38%
Planning	52,424	18,216	35%	36%
Police	947,493	400,114	42%	46%
General Government	78,200	18,117	23%	13%
Recycling	23,785	5,580	23%	24%
Sewer	678,985	297,617	44%	43%
Water	510,744	196,848	39%	37%
Streets	222,881	98,533	44%	50%
Facilities & Grounds	112,967	57,173	51%	50%
Total Operating	3,460,643	1,445,732	42%	42%
Debt Service	438,934	219,467	50%	50%
Contingency	200,000	-	0%	NA
Capital Projects	682,300	658,517	97%	13%
TOTAL	4,781,877	2,323,716	49%	35%

Expenditures in the major funds of the City were 42% of budget as of mid-year.

EXPENDITURES BY MAJOR FUND

	BUDGET	ACTUAL	% EXPENDED
GENERAL FUND	1,670,265	643,117	39%
STREETS	274,121	150,049	55%
SLESF	130,941	58,214	44%
BUILDING FUND	90,484	40,089	44%
SEWER	1,340,677	591,036	44%
WATER	988,542	399,785	40%
TOTAL	4,495,030	1,882,290	42%

GENERAL FUND

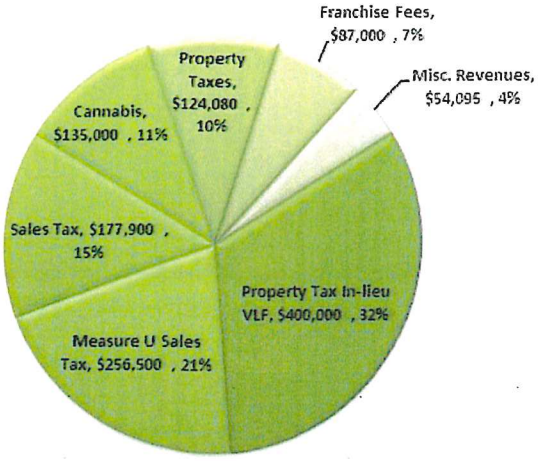
As of December 31, 2020 General Fund revenues received were $491,821 and expenditures were $643,117.

Revenues: At mid-year 40% of budgeted revenues had been received. Property tax and In Lieu VLF funds are usually received from the County in February which is why revenues are below estimates at mid-year. Revenues are anticipated to be at, or above, budgeted amounts by year-end. Cannabis revenues have already exceeded budgeted amounts at mid-year, with an additional input of $200,000 being possible by year end.

GENERAL FUND REVENUES	BUDGET	MID-YEAR ACTUAL	% RECEIVED
Property Tax In Lieu VLF	400,000	-	0%
Local Sales Tax Measure U	256,500	138,105	54%
Sales Tax	177,900	105,998	60%
Property Tax	124,030	-	0%
Franchise Fees	87,000	13,216	15%
Cannabis	135,000	147,456	109%
Transient Occupancy Tax	5,000	5,979	120%
Other Revenues	49,145	81,067	165%
TOTAL	1,234,575	491,821	40%

The top three revenue sources in the General Fund are Property Tax In Lieu of Vehicle License Fees, Retail Sales Tax and Cannabis Tax. Cannabis revenues exceeded property tax revenues for the first time in FY 2020-21.

General Fund Budgeted Revenues By Type



Expenditures: Budgeted appropriations for the General Fund for FY 2020-21 total $1,670,265. This includes $550,055 for capital and special projects. Total appropriations spent at mid-year were $643,117 or 39%.

STREETS FUNDS

Revenues: FY 2020-21 Gas Tax estimates released by California City Finance in January 2021 for the City of Rio Dell were $1,357 or 1.6% higher than prior estimates used to develop the budget. Revised estimates for SB1 RMRA revenues were $2,855 or 5% higher than budgeted. Total Streets revenues for the current fiscal year are estimated to be approximately $50,000 less than actual amounts received last year.

STREETS REVENUES	BUDGET	ACTUAL	% RECEIVED
020 GAS TAX	83,170	37,809	45%
021 SB1 RMRA	57,250	20,987	37%
024 TDA	111,219	-	0%
026 RSTP	24,500	-	0%
TOTAL	276,139	58,796	21%

Expenditures: Actual expenditures were 55% of adopted budgeted appropriations in the Streets funds at mid-year. This is primarily due to capital expenditures carried over from the prior year.

STREETS EXPENDITURES	BUDGET	MID-YEAR ACTUAL	% EXPENDED
020 GAS TAX	70,370	40,457	57%
021 SB1 RMRA	51,046	13,400	26%
024 TDA	132,287	82,825	63%
026 RSTP	20,418	13,367	65%
TOTAL	274,121	150,049	55%

ENTERPRISE FUNDS

SEWER FUNDS

Revenues: The Sewer funds total budgeted revenues for FY 2020-21 were $1.2 million. This amount includes all fees, charges, penalties and new connections for sewer service. Actual revenues received at mid-year were $671,512 or 54% of the budget. Last year at this time revenues were $669,193, the increase in the current year is primarily due to the annual CPI adjustment. This is the last year that a CPI adjustment is authorized. Revenues are on target to end the year as estimated or slightly higher.

SEWER REVENUES	BUDGET	MID-YEAR ACTUAL	% RECEIVED
050 SEWER OPERATIONS	813,500	447,713	55%
052 SEWER CAPITAL	105,000	53,768	51%
054 SEWER DEBT SVC.	320,000	170,031	53%
TOTAL	1,238,500	671,512	54%

Expenditures: Total Sewer expenditures at mid-year were $591,036 which is 44% of the budgeted amount. Expenditures in the Sewer Operating fund were slightly below half at 43%. The treatment plant loan of $6.6 million will be paid off in 2043.

SEWER EXPENDITURES	BUDGET	MID-YEAR ACTUAL	% EXPENDED
050 SEWER OPERATIONS	961,143	412,477	43%
052 SEWER CAPITAL	76,600	27,092	35%
054 SEWER DEBT SVC.	302,934	151,467	50%
TOTAL	1,340,677	591,036	44%

WATER FUNDS

Revenues: The Water funds revenues are meeting expectations at mid-year at 57%. Actual revenues received at mid-year were $662,761 compared to $647,015 for last year. Projections for the entire fiscal year typically follow a pattern of high use in the summer months and lower use in the winter and spring. It is anticipated that revenues will end the year as estimated or slightly higher. This is the last year that a CPI adjustment is authorized for water charges.

WATER REVENUES	BUDGET	MID-YEAR ACTUAL	% RECEIVED
060 WATER OPERATIONS	762,700	454,112	60%
061 WATER DEBT SVC.	200,000	94,992	47%
062 WATER CAPITAL	165,000	92,716	56%
063 METRO WELLS	17,100	9,520	56%
064 DINSMORE ZONE	21,400	11,421	53%
TOTAL	1,166,200	662,761	57%

Expenditures: Total Water expenditures at mid-year were $388,644 which is 39% of the amount budgeted. Costs in the Operating fund appear to be running slightly lower budgeted if this trend continues no reserves will need to be utilized.

WATER EXPENDITURES	BUDGET	MID-YEAR ACTUAL	% EXPENDED
060 WATER OPERATIONS	778,183	306,067	39%
061 WATER DEBT SVC.	136,000	68,000	50%
062 WATER CAPITAL	71,600	11,818	17%
063 METRO WELLS	11,300	1,609	14%
064 DINSMORE ZONE	2,600	1,150	44%
TOTAL	999,683	388,644	39%

BUDGET OUTLOOK

Actual beginning fund balances for FY 2020-21 were higher than estimated for most funds. The estimate used for budget development was $6,731,591 and the actual amount was $7,681,941. The mid-year review shows that predominantly revenues are coming at budgeted levels or slightly higher and expenditures are on target.

There are a few items that could negatively impact the budget outlook:

- The Sewer funds expenses are increasing faster than revenues due to additional costs associated with State mandated water quality regulations.
- State based formulas for streets revenues are still not sufficient to cover maintenance costs and have been reduced due to impacts from the pandemic, this has been offset by the General Fund.
- The economic outlook is hard to forecast due uncertainties related to the ongoing pandemic.
- Overall revenues into the city are at historic highs, however operating costs continue to grow (dispatch, animal care, public safety software, insurance).
- Gann Limit calculations based on City population change may limit tax revenue growth.

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

February 16, 2021

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion on Solid Waste Franchise Agreement and Opportunity for Universal Collection

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the report, provide input if any.

BACKGROUND AND DISCUSSION

The City Manager will provide an update to the Council on an opportunity for Universal Collection of Solid Waste and Recycling materials in Rio Dell.

On December 3, 2019 the City Council received correspondence from the City of Rio Dell's Nuisance Advisory Committee (NAC) endorsing the concept of Universal Garbage and Recycling Services. On November 18, 2020 the Nuisance Advisory Committee issued correspondence to the City of Fortuna endorsing the adoption of Universal Garbage and Recycling Collection. Both letters are attached.

Over the years the concept of introducing Universal Garbage and Recycling Services (Universal Collection) has come up in discussions related to solid waste and recycling services. Universal Collection would create a mandatory requirement for residences and commercial businesses to have garbage and recycling services. Universal collection would aid the community in meeting and exceeding State recycling/waste diversion mandates in addition to reducing illegal disposal, nuisance conditions and public health concerns in Rio Dell. Current voluntary subscription levels are at approximately 50 percent of residences and commercial properties. If adopted, Universal Collection would extend garbage and recycling services to approximatley100 percent of residences and commercial properties under a mandatory program.

During its September 18, 2019 meeting, the NAC was briefed by Recology Eel River on the adoption of Universal Collection. The major hurdle posed by Universal Collection is related to cost. Significant investment must be made by Recology in order to execute the program, including new trucks and new bins. Rio Dell's relatively small subscriber base makes this uneconomical for the community to adopt on its own. Since September 18, 2019 staff has engaged in several informal discussions about Universal Collection with the neighboring cities of

Fortuna and Ferndale, as their participation would dramatically increase the subscriber base thereby spreading out fixed costs and creating a potentially viable option for the City of Rio Dell to consider a move towards Universal Collection.

On November 18, 2020 the NAC issued correspondence to the City of Fortuna, encouraging the adoption of Universal Collection. Fortuna's adoption of Universal Collection is a necessary prerequisite for Universal Collection in Rio Dell. The City of Fortuna is currently looking at their Solid Waste Franchise Agreement which expires soon. Rio Dell's Solid Waste Franchise Agreement does not expire until the end of 2026.

Since that time, staff has had several meetings with representatives from Fortuna, Ferndale and Recology Eel River to discuss implementation of Universal Collection. Staffs from both cities at this time are interested in exploring the concept. Recology Eel River has proposed a timeline that would include submission of a rate analysis, public workshop, ordinance drafting and adoption and franchise agreement renegotiation occurring between now and the end of June 2021.

This is a discussion item only. Future action items to continue the process (or discontinue) will be forthcoming.

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

October 16, 2019

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

RE: Nuisance Advisory Committee Endorsement of the Concept of Universal Garbage & Recycling Collection.

Dear Mayor Garnes,

On Wednesday September 18, 2019 the Nuisance Advisory Committee (NAC) received a presentation from Recology Eel River on Universal Garbage & Recycling Collection services. The NAC was interested in universal collection from the perspective of illegal dumping and the existence of properties throughout town that have refuse or other bulky items that can create nuisance conditions. Preliminary figures show that waste collection subscriptions would rise from approximately 50% of households to nearly 100% of households.

The NAC has directed its Chair to issue this letter to the City Council of the City of Rio Dell endorsing the concept of universal garbage collection and further recommend that the City Council investigate its implementation.

Sincerely,

Kyle Knopp, Chair
Nuisance Advisory Committee

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

November 18, 2020

City of Fortuna
621 11th Street
Fortuna, CA 95540

Re: Request for the City of Fortuna to Adopt Universal Garbage & Recycling Collection

Mayor Long and Members of the Council,

I am writing this letter to you as the Chair of the City of Rio Dell's Nuisance Advisory Committee (NAC). Over the past year the NAC has been looking at various ways we can reduce household garbage from littering the streets or being dumped illegally in various locations. On September 18, 2019, the NAC met with representatives from Recology Eel River to discuss Universal Garbage & Recycling Collection for Rio Dell.

As this mandatory waste collection concept was explored, it became clear to the committee that universal garbage collection would only be economically feasible if surrounding jurisdictions, principally the City of Fortuna, also implement Universal Collection. This is due to the specialized equipment and other capital costs associated with implementing such a program. Those costs become more manageable across a larger subscriber base. We believe Universal Collection will be beneficial to the City of Fortuna.

The NAC has directed the Chair to issue this letter to encourage the City of Fortuna to pursue Universal Collection and views this as an important step to keep our communities clean and prevent illegal dumping. The Committee invites you to respond to this letter.

Sincerely,

Kyle Knopp, Chair
Rio Dell Nuisance Advisory Committee

Cc: CM Merritt Perry
NAC Members: Julie Woodall, Sue Strahan, Amanda Carter, Alonso Bradford, Tim Marks, Police Chief Conner & Community Development Director Caldwell

Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
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February 16, 2021

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval of Resolution 1481-2021 Related to the Authorized Agent for Hazard Mitigation Grant Applications Authorizing the City Manager to Execute the Letters of Commitment.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Review, discuss and take public comment. Approve Resolution No. 1481-2021.

BACKGROUND AND DISCUSSION

Under the Stafford Act, every time there is a Federally declared disaster, money is set aside to fund hazard mitigation projects. The intent of these moneys is to fund projects that reduce the effects of future natural disasters. In California, these funds are administered by the California Office of Emergency Services (CalOES). All of these grants require a 25% local match commitment.

Given the recently Federally declared wildfire disaster, FEMA has released funds for the "August 2020 Wildfires-DR-4558". This grant is a multistep process. As presented at the January 19th Board Meeting, the City was notified by CalOES that the Notice of Interests (NOIs) for the Eel River Crossing Pipeline Retrofit Project and the Douglas Tank #1 Seismic Retrofit Project were approved. The City council approved moving forward on Full Hazard Mitigation Grant Program (HMGP) applications are now due to CalOES by March 5th.

As part of the Hazard Mitigation Grant application process, a local funding match of at least 25% is required. A Maintenance Commitment Letter is also required, along with a letter attesting that the City is committed to perform the necessary maintenance for the entire useful life of the projects (50 Years).

The City should note that the letters and agreement to submit the Grant Applications does not bind the City to any expense until and if the City approves a Funding Agreement. This step will take place after CalOES/FEMA approves the full grant application and submits a grant agreement for City review and approval.

The City's engineer, GHD, is finalizing the project costs as part of the application development process. The estimated cost for Eel River Crossing Pipeline Retrofit Project is up to $3,500,000 and the Douglas Tank #1 Seismic Retrofit Project cost is estimated to be up to $4,000,000. However, since the City is only required to fund the grant match, the City would only be responsible for a maximum of up to $875,000 and $750,000 respectively for each project.

Maintenance costs for the two projects are being finalized with input from City staff, and are estimated to be a maximum of $7,500 for the Eel River Crossing Pipeline Retrofit Project and up to $7,500 per year for the Douglas Tank #1 Seismic Retrofit Project. Because these pieces of infrastructure already exist and require maintenance, and would be decommissioned after construction of the new facilities, there is no significant practical impact from these costs.

Exhibits/Attachments:

- Designation of Subrecipient's Agent Resolution
- Draft Match Commitment Letters
- Draft Maintenance Commitment Letters

///

RESOLUTION NO. 1481-2021
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION HAZARDOUS MITIGATION GRANT PROGRAM AND PRE-DISASTER MITIGATION PROGRAM

BE IT RESOLVED BY THE City Council of the City of Rio Dell, a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the City of Rio Dell, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service for all matters pertaining to such state disaster assistance the assurances and agreements required.

□ This is a universal resolution and is effective for all open and futures Disasters/Grants up to three (3) years following the date of approval below.

□ This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) DR-4558-475 & 479.

PASSED AND APPROVED by the City Council of the City of Rio Dell on this 16th day of February, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

CERTIFICATION OF CITY CLERK:

I, Karen Dunham, duly appointed and City Clerk of the City of Rio Dell , do hereby certify that the above is a true and correct copy of a Resolution passed and approved by the City Council of the City of Rio Dell on this 16th day of February, 2021.

_____
Debra Garnes, Mayor

Attest:

_____
Karen Dunham, City Clerk

STATE OF CALIFORNIA
CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
CAL OES 130

Cal OES ID No: _____

RESOLUTION NO. 1481.2021

DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION
Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program

BE IT RESOLVED BY THE City Council (Governing Body) OF THE City of Rio Dell (Name of Applicant)

THAT The City Manager (Title of Authorized Agent), OR

The Finance Director (Title of Authorized Agent), OR

The City Clerk (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Rio Dell (Name of Subrecipient), a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service. for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the City of Rio Dell (Name of Subrecipient), a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

☐ This is a universal resolution and is effective for all open and futures Disasters/Grants up to three (3) years following the date of approval below.

☑ This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) DR-4558-475 & -479

Passed and approved this 16 day of February, 2021

_____
(Name and Title of Governing Body Representative)

_____
(Name and Title of Governing Body Representative)

_____
(Name and Title of Governing Body Representative)

CERTIFICATION

I, Karen Dunham (Name), duly appointed and City Clerk (Title) of City of Rio Dell (Name of Applicant), do hereby certify that the above is a true and correct copy of a Resolution passed and approved by the City Council (Governing Body) of the City of Rio Dell (Name of Applicant) on the 16th day of February, 2021.

_____ (Signature)

_____ (Title)

Cal OES Form 130
Instructions

A new Designation of Applicant's Agent Resolution is required if the previously submitted document is older than three (3) years from the last date of Board/Council approval.

When completing the Cal OES Form 130, Subrecipients should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the individual or group responsible for appointing and approving the Authorized Agents. Examples include: Board of Directors, City Council, Board of Supervisors, etc.

Name of Subrecipient: This is the official name of the non-profit, agency, city, county or special district that has applied for the grant. Examples include: City of Sacramento; Sacramento County; or Los Angeles Unified School District.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Service regarding grants applied for by the subrecipient. There are two ways of completing this section:

1. Titles Only: If the Governing Body so chooses, the titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency (e.g.; City Clerk, the Authorized Agent, Secretary to the Director) and does not require the Governing Body's signature.

2. Names and Titles: If the Governing Body so chooses, the names and titles of the Authorized Agents should be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving board members. Examples include: Chairman of the Board, Superintendent, etc. The names and titles cannot be one of the designated Authorized Agents.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval. Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person cannot be one of the designated Authorized Agents to eliminate "Self Certification."

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

LOCAL MATCH FUND COMMITMENT LETTER

March 5, 2021

California Governor's Office of Emergency Services
Hazard Mitigation Grant Program Unit
3650 Schriever Avenue
Mather, CA 95655

Re: DR-4558-475 Subapplication Funding Match Commitment Letter

Dear State Hazard Mitigation Officer:

As part of the Hazard Mitigation Grant Program process, a local funding match of at least 25% is required. This letter serves as the City of Rio Dell's commitment to meet the local match fund requirements for the Hazard Mitigation Grant Program. Please note that as of the submittal of this Local Match Fund Commitment Letter, the City is continuing to finalize project costs; the values represented below constitute maximum values in which the final costs are not anticipated to exceed.

SOURCE OF NON-FEDERAL FUNDS:	LOCAL AGENCY FUNDING	OTHER AGENCY FUNDING	PRIVATE NON-PROFIT FUNDING	STATE AGENCY FUNDING
	☒	☐	☐	☐

NAME OF FUNDING SOURCE: **City of Rio Dell**

FUNDS AVAILABILITY DATE: **XXXX**

PROVIDE EXACT MONTH/DATE/YEAR OF AVAILABILITY OF FUNDS

FEDERAL SHARE AMOUNT REQUESTED: **$2,250,000**

MUST MATCH $ AMOUNT PROVIDED IN SUBAPPLICATION

LOCAL SHARE AMOUNT MATCH: **$750,000**

MUST EQUAL A MINIMUM OF THE 25% FEDERAL SHARE REQUESTED

FUNDING TYPE: **Cash from municpal customer water rates**

EXAMPLES: ADMINISTRATION, CASH, CONSULTING FEES, ENGINEERING FEES, FORCE ACCOUNT LABOR, AGENCY

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

SOURCE OF NON-FEDERAL FUNDS:	LOCAL AGENCY FUNDING	OTHER AGENCY FUNDING	PRIVATE NON-PROFIT FUNDING	STATE AGENCY FUNDING
	☒	☐	☐	☐

PERSONNEL, PROGRAM INCOME, ETC.

If additional federal funds are requested, an additional local match fund commitment letter will be required.

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

Please contact Brendan Byrd at Kyle Knopp at +1 (707) 764-3532 with questions.

Sincerely,

<Add Signature of Authorized Agent>

Kyle Knopp
City Manager
+1 (707) 764-3532
+1 (707) 764-5480
knoppk@cityofriodell.ca.gov

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

LOCAL MATCH FUND COMMITMENT LETTER

March 5, 2021

California Governor's Office of Emergency Services
Hazard Mitigation Grant Program Unit
3650 Schriever Avenue
Mather, CA 95655

Re: DR-4558-479 Subapplication Funding Match Commitment Letter

Dear State Hazard Mitigation Officer:

As part of the Hazard Mitigation Grant Program process, a local funding match of at least 25% is required. This letter serves as the City of Rio Dell's commitment to meet the local match fund requirements for the Hazard Mitigation Grant Program. Please note that as of the submittal of this Local Match Fund Commitment Letter, the City is continuing to finalize project costs; the values represented below constitute maximum values in which the final costs are not anticipated to exceed.

SOURCE OF NON-FEDERAL FUNDS:	LOCAL AGENCY FUNDING	OTHER AGENCY FUNDING	PRIVATE NON-PROFIT FUNDING	STATE AGENCY FUNDING
	☒	☐	☐	☐

NAME OF FUNDING SOURCE:	**City of Rio Dell**
FUNDS AVAILABILITY DATE:	**XXXX** PROVIDE EXACT MONTH/DATE/YEAR OF AVAILABILITY OF FUNDS
FEDERAL SHARE AMOUNT REQUESTED:	**$2,625,000** MUST MATCH $ AMOUNT PROVIDED IN SUBAPPLICATION
LOCAL SHARE AMOUNT MATCH:	**$875,000** MUST EQUAL A MINIMUM OF THE 25% FEDERAL SHARE REQUESTED
FUNDING TYPE:	**Cash from municpal customer water rates** EXAMPLES: ADMINISTRATION, CASH, CONSULTING FEES,

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

SOURCE OF NON-FEDERAL FUNDS:	LOCAL AGENCY FUNDING	OTHER AGENCY FUNDING	PRIVATE NON-PROFIT FUNDING	STATE AGENCY FUNDING
	☒	☐	☐	☐

ENGINEERING FEES, FORCE ACCOUNT LABOR, AGENCY PERSONNEL, PROGRAM INCOME, ETC.

If additional federal funds are requested, an additional local match fund commitment letter will be required.

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Please contact Brendan Byrd at Kyle Knopp at +1 (707) 764-3532 with questions.

Sincerely,

<Add Signature of Authorized Agent>

Kyle Knopp
City Manager
+1 (707) 764-3532
+1 (707) 764-5480
knoppk@cityofriodell.ca.gov

Rio Dell City Hall
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cityofriodell.ca.gov

PROJECT MAINTENANCE LETTER

March 5, 2021

California Governor's Office of Emergency Services
Hazard Mitigation Grants Program Unit
3650 Schriever Avenue
Mather, CA 95655

RE: DR-4558-475 Project Subapplication

Dear State Hazard Mitigation Officer:

This is to confirm that the City of Rio Dell is committed to perform the necessary maintenance for the entire useful life of this project (50 years) once completed. The City of Rio Dell is allocating an annual budget of $7,500 which will allow maintenance to occur as needed to ensure the Utility System Seismic Retrofit Water Project remains in good repair and operational.

ENTITY RESPONSIBLE FOR THE MAINTENANCE:	City of Rio Dell Example: City of Townsville
PAST MAINTENANCE TASKS INVOLVED:	The City maintains a tank inspection schedule under which tanks are inspected for corrosion and damage assessment is made regarding the need for recoating.
FUTURE MAINTENANCE TASKS INVOLVED:	After completion of the project, the City will continue the tank inspection schedule as outlined above.
FUTURE MAINTENANCE SCHEDULE:	Annual
FUTURE COST OF MAINTENANCE:	$7,500 / year
SOURCE OF FUTURE MAINTENANCE FUNDS:	Cash from municipal customer water rates

Please contact Kyle Knopp with questions.

Sincerely,

<ADD SIGNATURE HERE OF AUTHORIZED AGENT>

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

Mr. Kyle Knopp
City Manager
+1 (707) 764-3532
+1 (707) 764-5480
Knoppk@cityofriodell.ca.gov

Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
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PROJECT MAINTENANCE LETTER

March 5, 2021

California Governor's Office of Emergency Services
Hazard Mitigation Grants Program Unit
3650 Schriever Avenue
Mather, CA 95655

RE: DR-4558-479 Project Subapplication

Dear State Hazard Mitigation Officer:

This is to confirm that the City of Rio Dell is committed to perform the necessary maintenance for the entire useful life of this project (50 years) once completed. The City of Rio Dell is allocating an annual budget of $7,500 which will allow maintenance to occur as needed to ensure the Rio Dell Eel River Crossing Pipeline Retrofit Project remains in good repair and operational.

ENTITY RESPONSIBLE FOR THE MAINTENANCE:	City of Rio Dell Example: City of Townsville
PAST MAINTENANCE TASKS INVOLVED:	The City maintains a valve inspection schedule under which valves are exercised regularly and parts are replaced as required.
FUTURE MAINTENANCE TASKS INVOLVED:	The new isolation and air/vacuum release valves and blow-off assemblies installed as part of this project will be added to the City's regular inspection schedule.
FUTURE MAINTENANCE SCHEDULE:	Annual
FUTURE COST OF MAINTENANCE:	$7,500 / year
SOURCE OF FUTURE MAINTENANCE FUNDS:	Cash from municipal customer water rates

Please contact Kyle Knopp with questions.

Sincerely,

Rio Dell City Hall
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Rio Dell, CA 95562
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<ADD SIGNATURE HERE OF AUTHORIZED AGENT>

Mr. Kyle Knopp
City Manager
+1 (707) 764-3532
+1 (707) 764-5480
Knoppk@cityofriodell.ca.gov

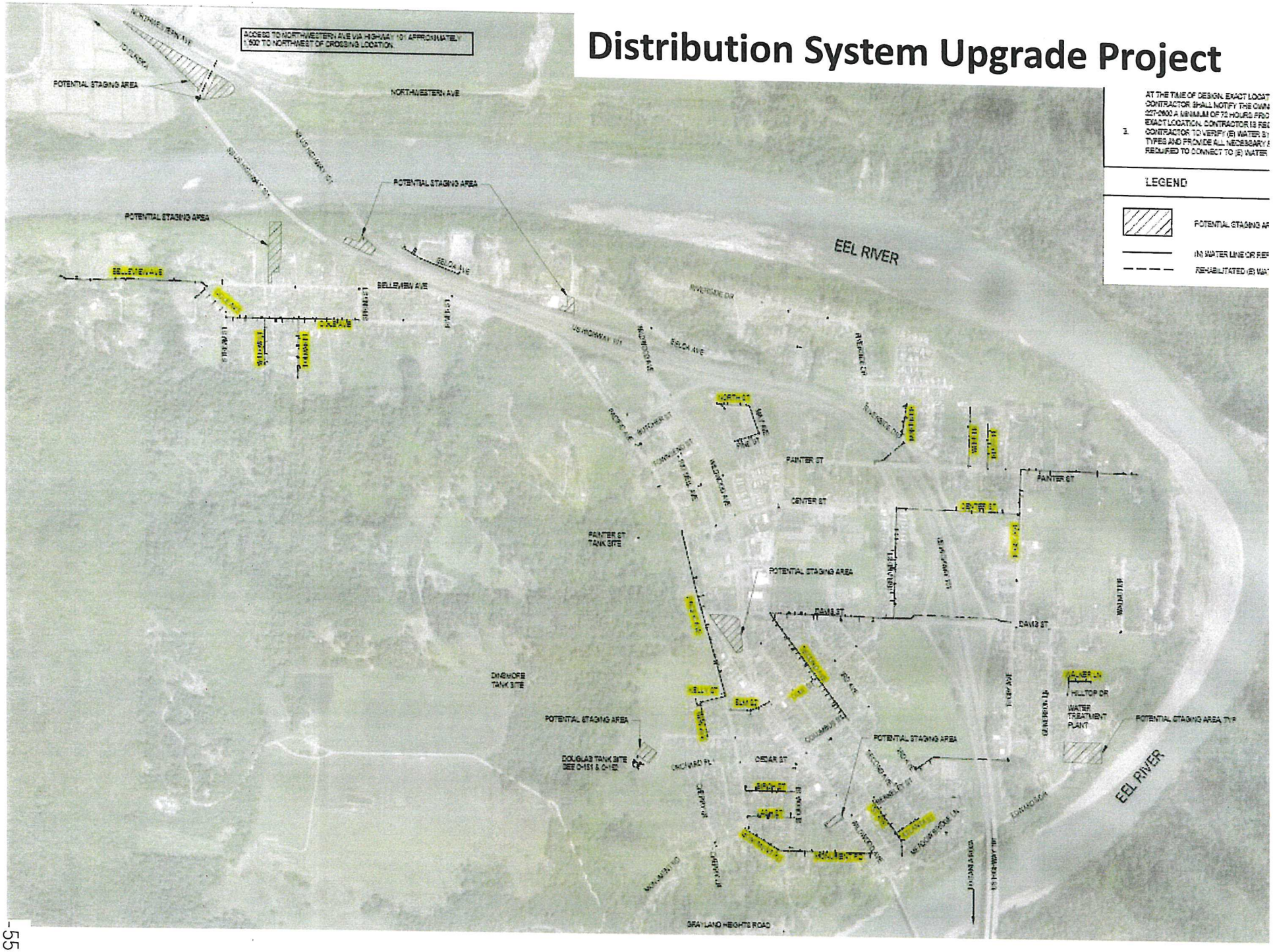
City Engineer Update

- Drinking Water SRF Funding Resulting Projects
- Funding Approach
- Hazard Mitigation Funding Update

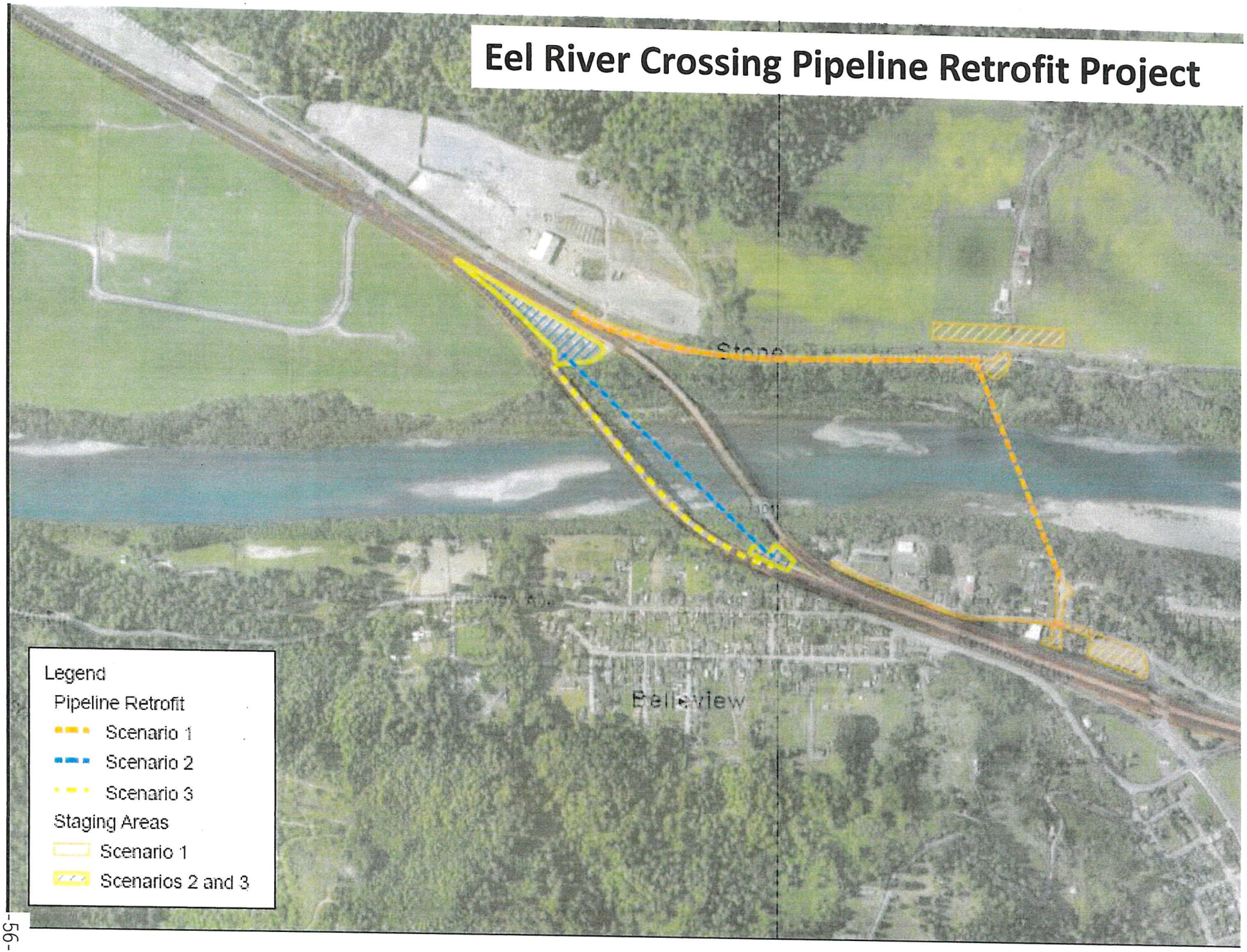
Drinking Water SRF Funding Resulting Projects

- **Distribution System Upgrade Project**
  - Replace high-priority water distribution system lines and valves
  - Install fire hydrants where minimum hydrant spacing is not met
- **Eel River Crossing Pipeline Retrofit Project**
  - Install new Horizontal Directionally Drilled Line under the Eel River
- **Douglas Tank Seismic Retrofit Project**
  - Replace leaking redwood tank with new bolted steel tank similar to the new tank installed in 2005.

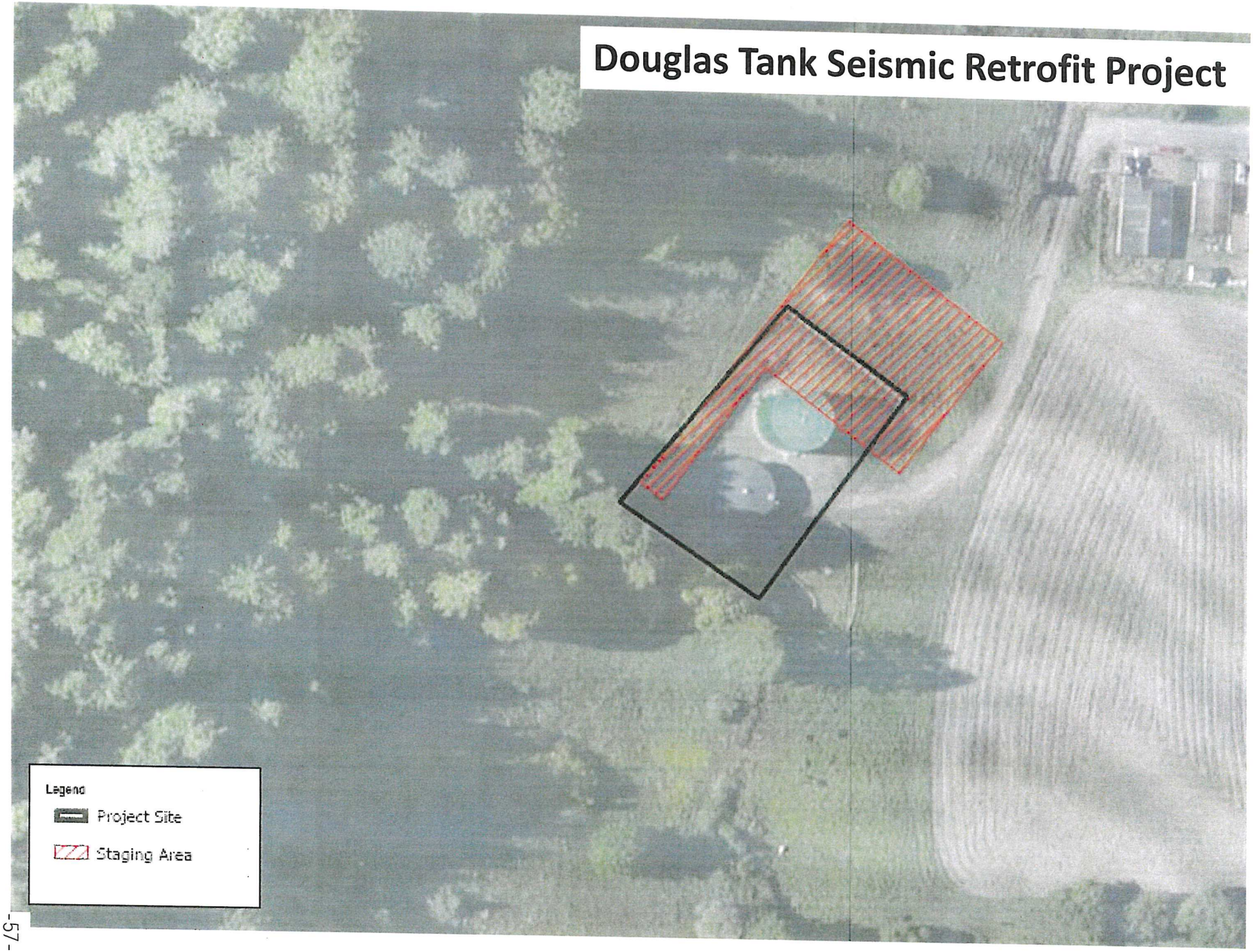
Distribution System Upgrade Project



Eel River Crossing Pipeline Retrofit Project



Douglas Tank Seismic Retrofit Project



Funding Approach

- **Distribution System Upgrade Project**
  - State Water Resources Control Board – Drinking Water State Revolving Fund (Potential for up to 80% Grant Funding)
  - North Coast Resource Partnership Proposition 1 Funds (potential for up to 100% grant funding)
  - Future Opportunities

- **FEMA Hazard Mitigation Grant Funding (75% Federal Grant)**
  - Eel River Crossing Pipeline Retrofit Project
  - Douglas Tank Seismic Retrofit Project

Eel River Crossing Pipeline Retrofit Project Hazard Mitigation

- Preliminary Cost Estimate
  - $3 Million to $3.5 Million
  - Maximum City 25% Match: $875,000
- Preliminary Benefit Cost Analysis: Avoided Costs when Pipeline is replaced prior to the next large earthquake event
  - Loss of Water Service to Metropolitan Businesses
  - Loss of access to back up water source
  - Potential draining of water system with failure of Eel River pipe and aging couplings at connections to the water system.
    - Loss of water service to the entire community
    - Loss of Fire Service
- Preliminary Benefit Cost Ratio > 1

Douglas Tank #1 Seismic Retrofit Project Hazard Mitigation

- Preliminary Cost Estimate
  - $2.5 Million to $3 Million
  - Maximum City 25% Match: $875,000
- Preliminary Benefit Cost Analysis: Avoided Costs when Tank is replaced prior to the next large earthquake event
  - Loss of Water Service and associated Wastewater service
  - Damage to adjacent Douglas Tank #2
  - Loss of Fire Service and associated potential structure damage
- Preliminary Benefit Cost Ratio > 1

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

For Meeting of: February 16, 2021
☐ Consent Item; ☑ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director

Through: Kyle Knopp, City Manager

Date: February 9, 2021

Subject: Wastewater Disposal Field Annexation

Recommendation:

That the City Council:

1. Receive staff's presentation; and

2. Open public hearing and receive public comment; and

3. Close public hearing, deliberate and provide direction to staff to present to the City Council; and

4. Introduce for the first reading Ordinance No. 383-2021 pre-zoning the City's Wastewater Disposal Field, APN 205-111-039 and intervening Caltrans property to Public Facility (PF) in anticipation of annexing the area into the City; and

5. Approve Resolution No. 1475-2021 pre-designating the City's Wastewater Disposal Field, APN 205-111-039 and intervening Caltrans property to a General Plan Land Use designation of Public Facility (PF) in anticipation of annexing the area into the City;

6. Approve Resolution No. 1479-2021 authorizing the filing of the application to LAFCo to annex the City's Wastewater Disposal Field, APN 205-111-039 and intervening Caltrans property into the City;

Background and Discussion

In 2012/2013 the City upgraded the wastewater treatment plant which included the establishment of a wastewater disposal field north of the City. This area is not within the City limits. As such, the City pay's approximately $2,500 in property taxes annually. Once annexed into the City, the City would no longer have to pay the annual property taxes.

Annexations are subject to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq. ("CKH Act"). Humboldt LAFCo is responsible for regulating local governmental boundaries and municipal service areas in Humboldt County for purposes of facilitating orderly growth and development. This authority principally involves overseeing city and special district boundaries by approving or disapproving proposed changes of organization as defined by Government Code §56021. Humboldt LAFCo is also authorized to exercise broad discretion in amending as well as establishing conditions in approving changes of organization and outside service extensions as long it does not directly regulate land use, subdivisions requirements, or property development.

The area to be annexed was included in the City's updated Municipal Service Review (MSR) and within the City's Sphere of Influence (SOI) which was adopted by LAFCo in November 2018. Attachment 1 includes a copy of the adopted Sphere of Influence map. Below is the narrative of the area:

City Wastewater Disposal Irrigation Fields Area

The City of Rio Dell has requested that their wastewater disposal irrigation fields, located adjacent to the city limits in the Metropolitan Road area, be included in the city's SOI in anticipation of annexing the parcel into the city. The site is located just north of the Eel River and west of Highway 101 on APN 205-111-039, which was created through a lot line adjustment in 2011 after the city acquired several parcels for disposing of treated wastewater for irrigation purposes during summer months (May-October). The subject parcel has not been pre-zoned by the city and is currently designated Public Facility (PF) under the most recent Humboldt County General Plan, which is used "to classify land appropriate for use by a governmental agency or public agency, which has the purpose of serving the public health, safety, convenience, or welfare

In response to the City' referral, included as Attachment 2, LAFCo staff recommended expanding the area to include the adjacent portions of the Highway 101 Right of Way and APN 205-111-032 which includes the road prism for the southbound lanes. Including these areas

would ensure that the annexation is contiguous to other City lands. Although the City would have no land use control of these lands, including them is consistent with Government Code Section 56741. A map of this area is included as Attachment 3.

The first step in the annexation process is to pre-zone and pre-designate the area to be annexed into the City. Because the lands contain public facilities, staff is recommending that the area be pre-zoned Public Facility. The Public Facility or PF zone is intended to be applied to lands owned by public agencies or to lands upon which such agencies operate public facilities. A copy of the Public Facility development standards is included as Attachment 4.

Once the area is pre-zoned, the City Council must adopt a Resolution initiating the annexation. Once the pre-zoning is complete and the Council adopts a Resolution initiating the annexation, the City is then allowed to make application to LAFCo.

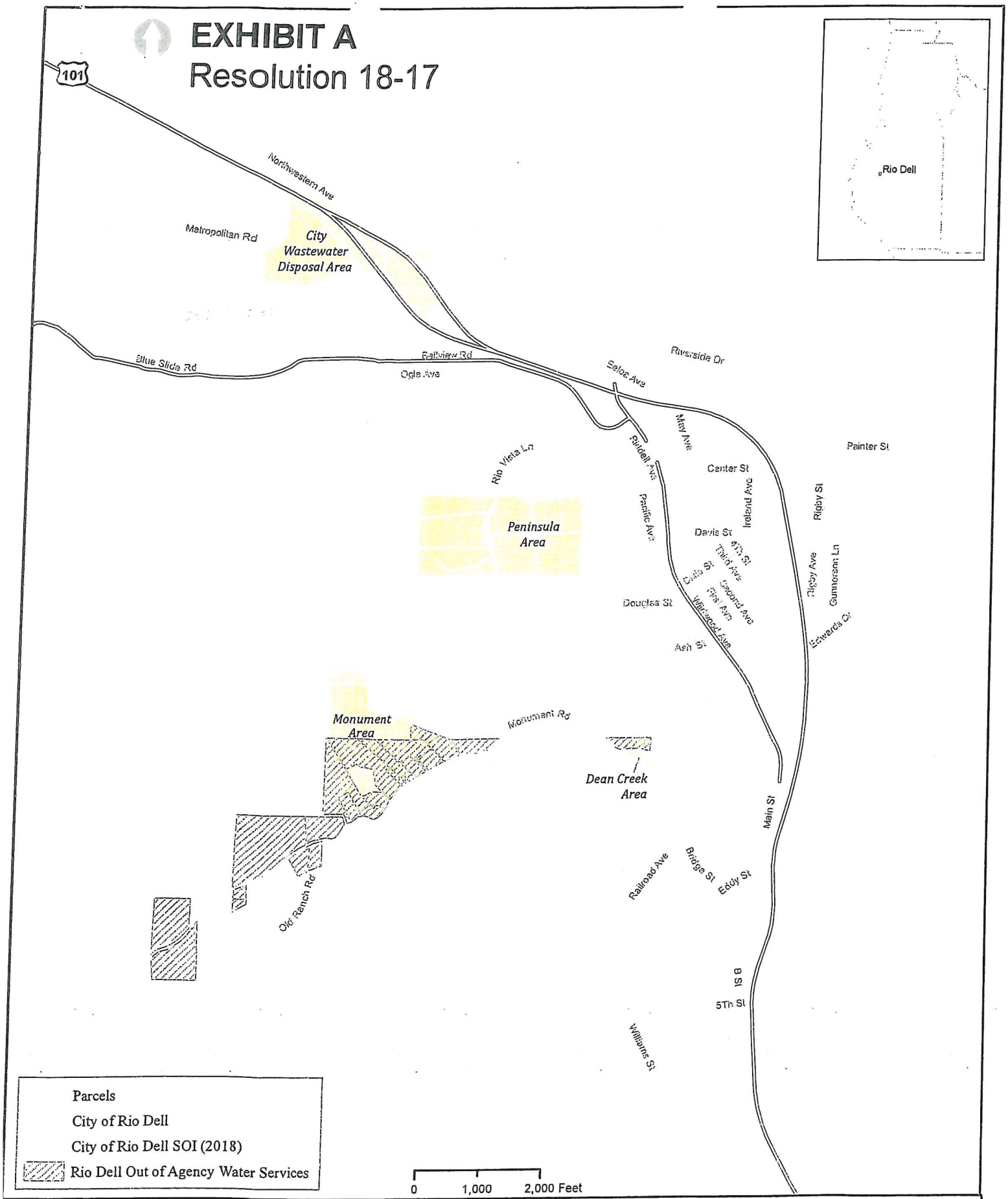
The Planning Commission held a duly noticed public hearing on February 26, 2019, received the staff report considered the facts of the proposed annexation and invited public testimony. The Planning Commission adopted Resolution No. 138-2019 recommending that your Council adopt the pre-zoning Ordinance (Attachment 5), the General Plan pre-designation Resolution (Attachment 6) and a Resolution initiating the annexation application (Attachment 7).

California Environmental Quality Act

The primary purpose of the California Environmental Quality Act (CEQA) is to inform the decision makers and the public of potential environmental effects of a proposed project. Based on the fact that the parcels are developed with public facilities, staff has determined that the project is Categorical Exempt pursuant to Section 15319 of the CEQA Guidelines. Section 15319 provides for Categorical Exemptions for annexations of existing facilities. Based on the nature of the proposed project, staff believes there is no evidence to suggest that the annexation will have a ***significant*** effect on the environment.

Attachments:
Attachment 1: Adopted Sphere of Influence Map
Attachment 2: City Referral
Attachment 3: Maps of the area to be annexed
Attachment 4: Public Facility Development Standards
Attachment 5: Ordinance No. 383-2021 pre-zoning the lands to Public Facility
Attachment 6: Resolution No. 1475-2021 pre-designating the lands to Public Facility
Attachment 7: Resolution No. 1479-2021 initiating the annexation application

EXHIBIT A
Resolution 18-17



HUMBOLDT
Local Agency Formation Commission

City of Rio Dell 2018 SOI Update

ATTACHMENT 1

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

January 11, 2021

Humboldt County Local Agency Formation Commission
Fortuna High School District
Redwoods Community College District
Department of Transportation – District 1
County of Humboldt
Fortuna Elementary School District
Fortuna Fire Protection District

To Whom It May Concern:

The City of Rio Dell is proposing to annex lands into the City pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the Government Code. Included is a copy of the map of the area proposed to be annexed.

Section 56654 of the Government Code requires that the City notify interested and subject agencies at least twenty-one (21) days before the City adopts a Resolution initiating the annexation. Your agency would or may be affected by the proposed jurisdictional change.

If you have any questions, concerns or need additional information, please contact Kevin Caldwell, Community Development Director in writing by mail at City of Rio Dell, 675 Wildwood Avenue, Rio Dell, CA. 95562 or by email at caldwellk@cityofriodell.ca.gov. If the City does not hear from your agency by February 2, 2021, the City will assume your agency has no objection to the proposed annexation.

Respectfully,

COPY

Kevin Caldwell
Community Development Director
Building Inspector

Enclosure

Copy:
City Manager
City Council

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

Community Development Department

Project Referral

Date: December 11, 2018

To:
- ☑ Public Works
- ☑ Rio Dell Fire District
- ☑ Rio Dell Police Department
- ☑ County Environmental Health
- ☑ County Planning Department
- ☑ Regional Water Quality Control Board
- ☑ Fish and Wildlife
- ☑ Caltrans District #1
- ☑ Fortuna Fire Protection District
- ☑ LAFCo
- ☐
- ☐

Applicant: City of Rio Dell
Address: 675 Wildwood Avenue
City/State/Zip: Rio Dell, CA. 95562
Telephone: (707) 764-3532
Email: caldwellk@cityofriodell.ca.gov

Agent: _____
Address: _____
City/State/Zip: _____
Telephone: _____
Email: _____

Assessor Parcel Number(s):

205-111-032 & 205-111-039

County General Plan/Zoning Designation:

APN 205-111-032: Conservation Floodway/Unclassified

APN 25-111-039: Public Facility/Unclassified

Project Description: Prezoning of two parcels (APN's 205-111-032 (Caltrans) & 205-111-039 City of Rio Dell) to Public Facilities (PF) in anticipation of annexation to the City. The City's parcel, APN 205-111-039 is currently used as the City's wastewater disposal field. The Caltrans parcel, APN 205-111-032 is currently used for material stockpiling and land for the road prism.

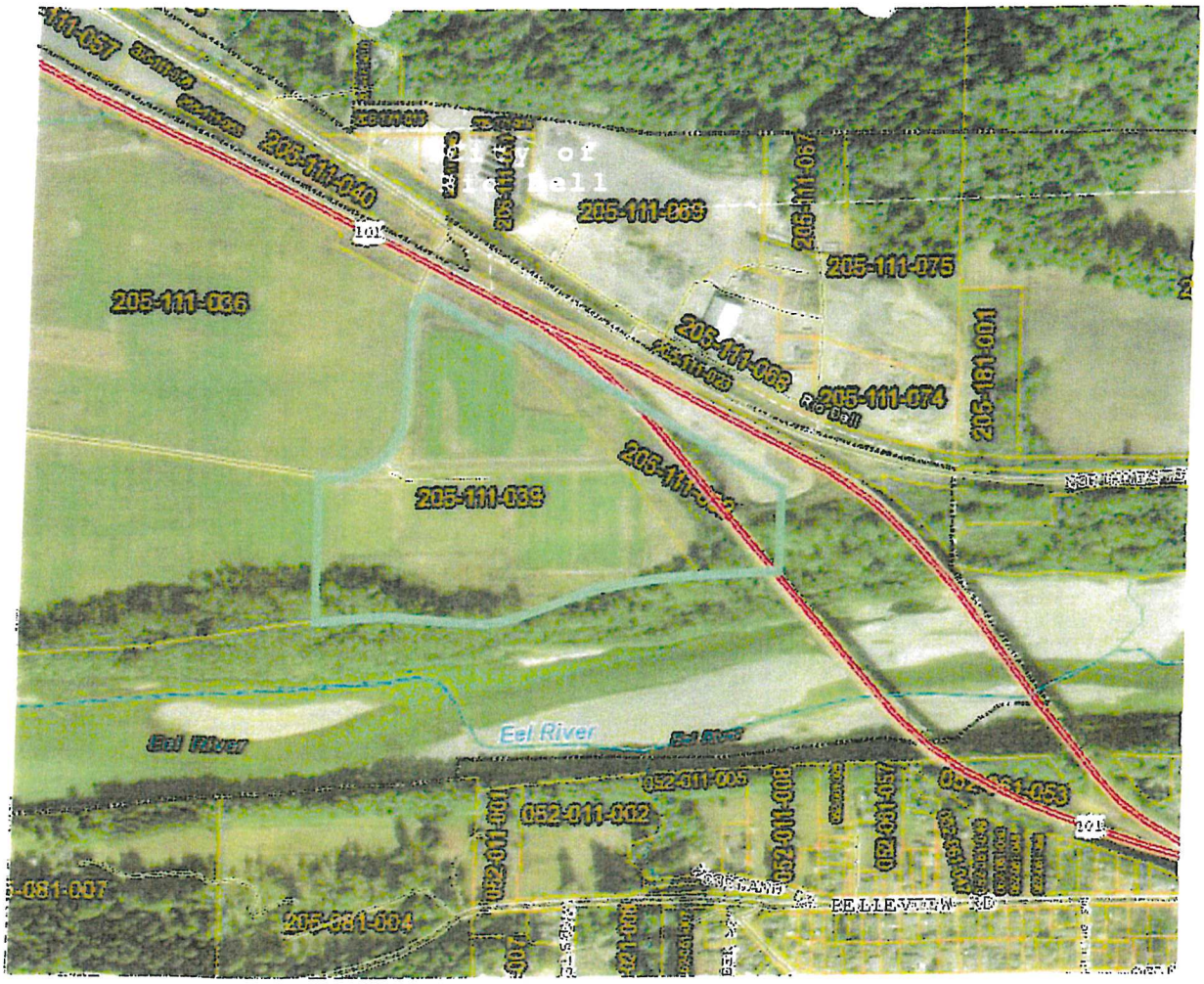
Project Location: The parcels are located just north of the Eel River and west of Highway 101. See attached maps.

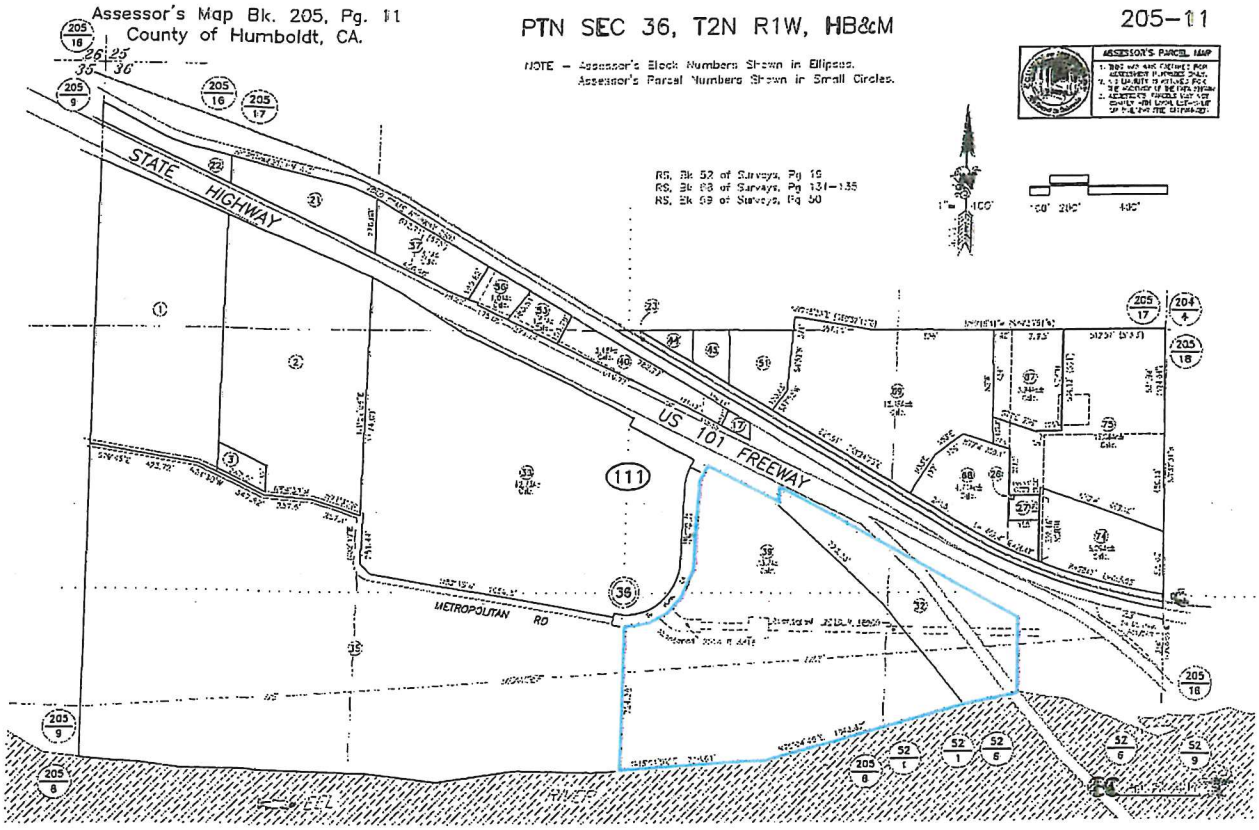
Please review the attached information regarding the above referenced project and provide your comments with any recommended conditions of approval **within 15 calendar days** of the above date. If no response is received or a request for an extension is not received within 15 calendar days of the above date, it will be assumed that your agency has no comments or concerns regarding the project. **The project is scheduled to be heard at the Planning Commission meeting of January 22, 2019.**

If you have any questions concerning the project, please contact Kevin Caldwell, Community Development Director between 8:00 a.m. and 5:00 p.m. Monday through Thursday at (707) 764-3532 or caldwellk@cityofriodell.ca.gov.

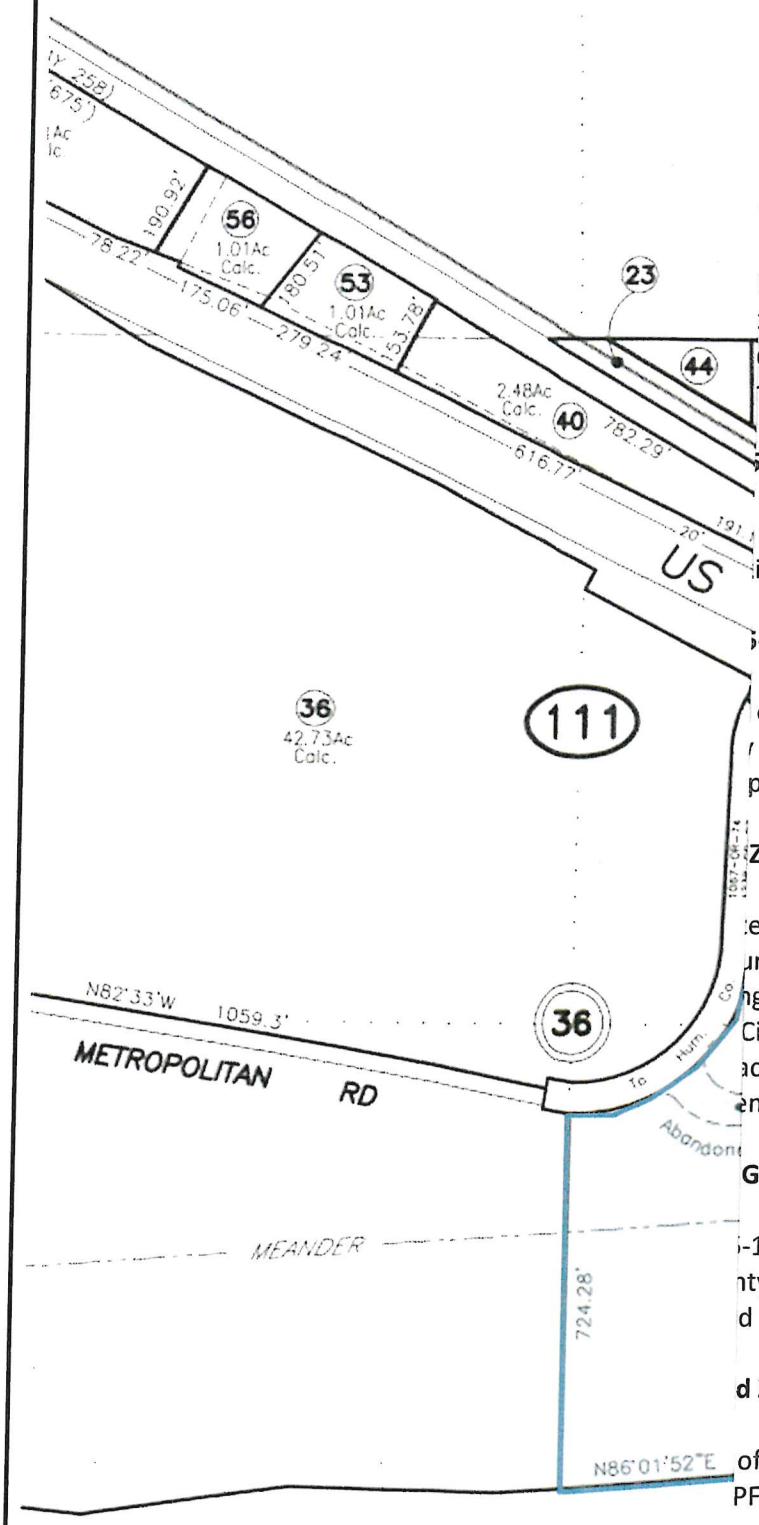
We have reviewed the above referenced application and recommend the following (please check one):

- ☐ Recommend approval. The Department has no comment at this time.
- ☐ Recommend conditional approval. Suggested conditions attached.
- ☐ Other comments:





City of Rio Dell Prezone to Public Facilities (PF)



NOTE — Assessor's Block Numbe
Assessor's Parcel Numb

City of Rio Dell
Potential Annexation

und

's original intent was to only annex the City wastewater nt disposal field. LAFCO has suggested that the proposed ion area be expanded to include the adjacent State lands y Caltrans. The City has no interest in annexing any of Metropolitan Road. The proposed annexation area is nately 53 acres.

-111-039

approximately 30 acres and is used exclusively as the io Dell's wastewater treatment disposal field.

-111-032

owned by Caltrans and the area between south-bound 101 and north-bound Highway 101 is currently used as pproaches and a fill site.

Zoning Designations:

ern half of APN 205-111-039 is currently zoned re Exclusive, 160 acre minimum (AE-160). The g potential annexation lands are zoned Unclassified (U). City's understanding that the area will be redesignated to acility as part of the General Plan Update zoning ntation.

General Plan Designations:

-111-039 is currently designated Public Facility (PF) by nty. The remaining potential annexation lands do not d use designations applied to them by the County.

d Zoning & General Plan Designations:

of Rio Dell intends on designating the lands Public PF).

io Dell
ldwell, Community Development Director
'64-3532
llk@cityofriodell.ca.gov

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

City of Rio Dell California

Public Facility Zone Development Standards
Section 17.20.080 Rio Dell Municipal Code

17.20.080 Public Facility or PF zone.

The Public Facility or PF zone is intended to be applied to lands owned by public agencies or to lands upon which such agencies operate public facilities.

(1) Principal Permitted Uses.

(a) Public schools, parks, playgrounds and recreational facilities;

(b) Public fairgrounds and related uses;

(c) Public buildings, including City Hall, fire stations, libraries, courts, museums, auditoriums, hospitals and similar uses;

(d) Lodging uses, including lodging provided as part of the civic or cultural use.

(2) Uses Permitted with a Use Permit.

(a) Residential uses, limited to caretaker apartment;

(b) Penal, correctional or detention institutions, and facilities for the care of mental patients;

(c) Public corporation yards, shops, repair and storage yards and buildings.

(3) Other Regulations. None, except as provided in use permit conditions. [Ord. 252 § 4.16, 2004.]

ORDINANCE NO. 383-2021

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL APPROVING THE ZONING OF THE CITY'S WASTEWATER DISPOSAL PARCEL (APN 205-111-039) AND THE ADJACENT PORTIONS OF THE HIGHWAY 101 RIGHT OF WAY AND APN 205-111-032 TO PUBLIC FACILITY.

WHEREAS in 2012/2013 the City upgraded the wastewater treatment plant which included the establishment of a wastewater disposal field north of the City; and

WHEREAS this area is not within the City limits; and

WHEREAS Annexations are subject to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq. ("CKH Act"); and

WHEREAS Humboldt LAFCo is responsible for regulating local governmental boundaries and municipal service areas in Humboldt County for purposes of facilitating orderly growth and development; and

WHEREAS This authority principally involves overseeing city and special district boundaries by approving or disapproving proposed changes of organization as defined by Government Code §56021; and

WHEREAS Humboldt LAFCo is also authorized to exercise broad discretion in amending as well as establishing conditions in approving changes of organization and outside service extensions as long it does not directly regulate land use, subdivisions requirements, or property development; and

WHEREAS the area to be annexed was included in the City's updated Municipal Service Review (MSR) and within the City's Sphere of Influence (SOI) which was adopted by LAFCo in November 2018; and

WHEREAS the City has reviewed and processed the proposed pre-zoning and designation in conformance with Sections 56375 of the California Government Code; and

WHEREAS the proposed pre-zoning and designation has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA); and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Rio Dell finds that:

1. The proposed pre-zoning and designated areas should be designated Public Facility (PF); and

2. The proposed annexation is consistent with the City's updated Municipal Service Review (MSR) and within the City's Sphere of Influence (SOI) which was adopted by LAFCo in November 2018

3. The proposed amendments are Categorically Exempt pursuant to Section 15319 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Rio Dell does hereby ordain as follows:

Section 1. Area to be Redesignated

The area identified in Exhibit A is hereby designated Public Facility.

Section 2. Severability

If any provision of the ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

Section 3. Limitation of Actions

Any action to challenge the validity or legality of any provision of this ordinance on any grounds shall be brought by court action commenced within ninety (90) days of the date of adoption of this ordinance.

Section 4. Effective Date

This ordinance becomes effective upon approval by the Humboldt County Local Agency Formation Commission (LAFCo) and the State Board of Equalization.

I HEREBY CERTIFY that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on February 16, 2021 and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the March 2, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Mayor Debra Garnes

ATTEST:

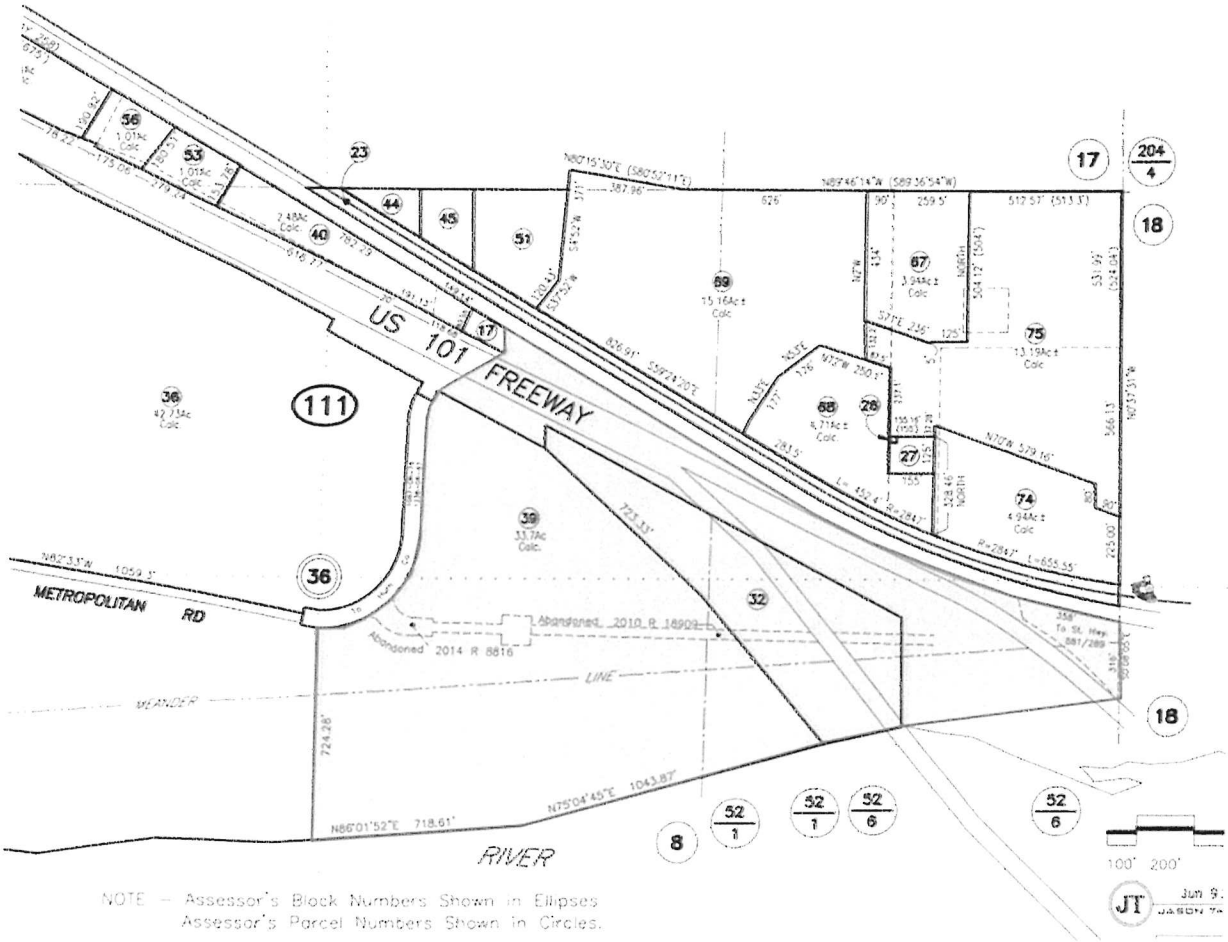
I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Ordinance No. 383-2021 adopted by the City Council of the City of Rio Dell on March 2, 2021.

Karen Dunham, City Clerk, City of Rio Dell

EXHIBIT A

AREA TO BE ANNEXED INTO THE CITY OF RIO DELL AND DESIGNATED PUBLIC FACILITY

WASTEWATER ANNEXATION



RESOLUTION NO. 1475-2021

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL PRE-DESIGNATING THE CITY'S WASTEWATER DISPOSAL PARCEL (APN 205-111-039) AND THE ADJACENT PORTIONS OF THE HIGHWAY 101 RIGHT OF WAY AND APN 205-111-032 TO PUBLIC FACILITY.

WHEREAS in 2012/2013 the City upgraded the wastewater treatment plant which included the establishment of a wastewater disposal field north of the City; and

WHEREAS this area is not within the City limits; and

WHEREAS Annexations are subject to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq. ("CKH Act"); and

WHEREAS Humboldt LAFCo is responsible for regulating local governmental boundaries and municipal service areas in Humboldt County for purposes of facilitating orderly growth and development; and

WHEREAS This authority principally involves overseeing city and special district boundaries by approving or disapproving proposed changes of organization as defined by Government Code §56021; and

WHEREAS Humboldt LAFCo is also authorized to exercise broad discretion in amending as well as establishing conditions in approving changes of organization and outside service extensions as long it does not directly regulate land use, subdivisions requirements, or property development; and

WHEREAS the area to be annexed was included in the City's updated Municipal Service Review (MSR) and within the City's Sphere of Influence (SOI) which was adopted by LAFCo in November 2018; and

WHEREAS the City has reviewed and processed the proposed pre-designation in conformance with Sections 56375 of the California Government Code; and

WHEREAS the proposed pre-designation has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA); and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Rio Dell finds that:

1. The proposed pre-designated areas as identified in Exhibit A should be designated Public Facility (PF); and

2. The proposed annexation is consistent with the City's updated Municipal Service Review (MSR) and within the City's Sphere of Influence (SOI) which was adopted by LAFCo in November 2018

3. The proposed amendments are Categorically Exempt pursuant to Section 15319 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the annexation, including the pre-zoning and pre-designation, shall become effective upon LAFCo's and the State Board of Equalization's approval.

I HEREBY CERTIFY that the forgoing Resolution was PASSED and ADOPTED at a regular meeting of the City Council of the City of Rio Dell on February 16, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____

Mayor Debra Garnes

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1475-2021 adopted by the Planning Commission of the City of Rio Dell on February 16, 2021.

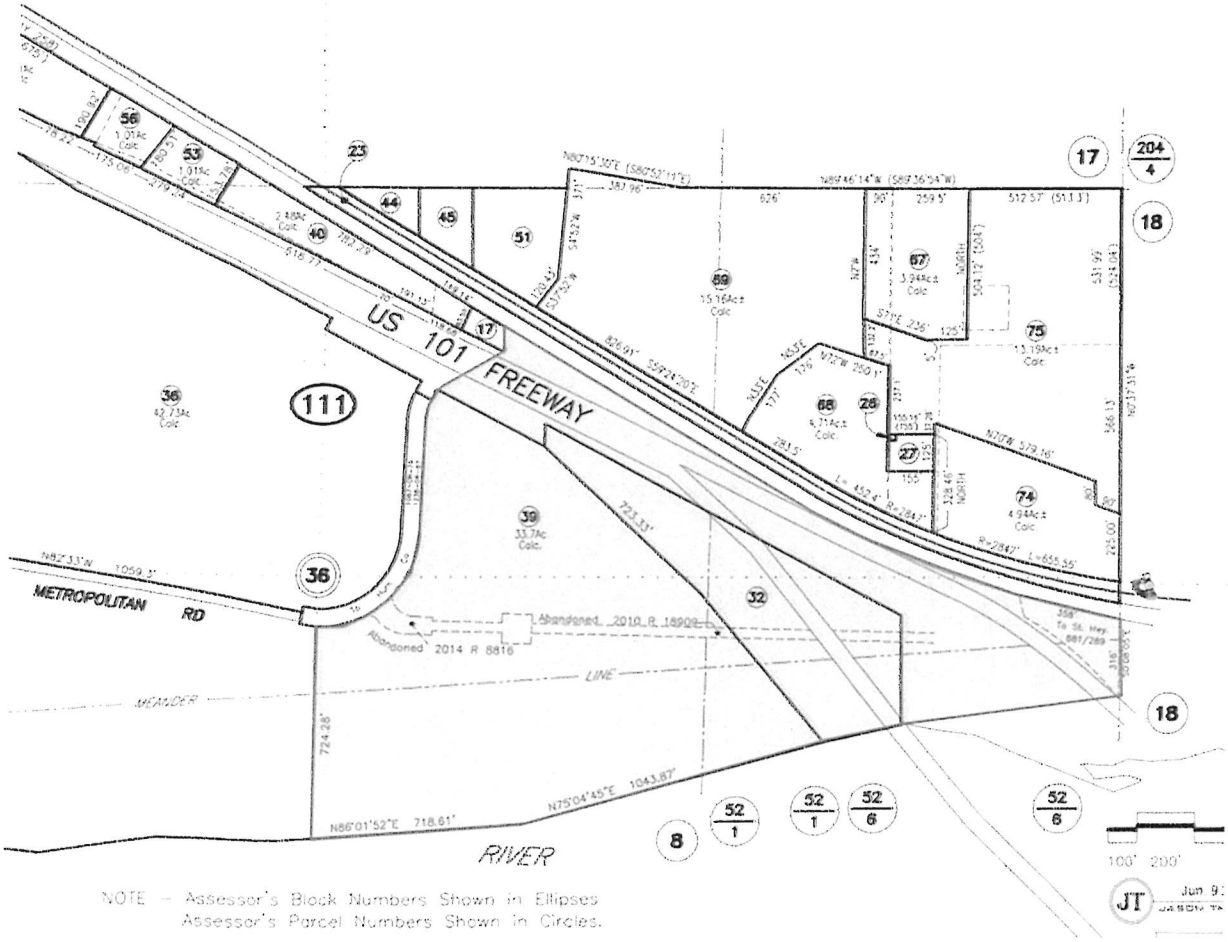
_____

Karen Dunham, City Clerk, City of Rio Dell

EXHIBIT A

AREA TO BE ANNEXED INTO THE CITY OF RIO DELL AND DESIGNATED PUBLIC FACILITY

WASTEWATER ANNEXATION



RESOLUTION NO. 1479-2021

CITY OF RIO DELL CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AUTHORIZING THE FILING OF AN ANNEXATION APPLICATION TO THE HUMBOLDT COUNTY LOCAL AGENCY FORMATION COMMISSION TO ANNEX THE CITY'S WASTEWATER DISPOSAL PARCEL (APN 205-111-039) AND THE ADJACENT PORTIONS OF THE HIGHWAY 101 RIGHT OF WAY INCLUDING APN 205-111-032 TO PUBLIC FACILITY.

WHEREAS the City desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the Government Code, for a change of organization consisting of the annexation of territory to the City of Rio Dell; and

WHEREAS in 2012/2013 the City upgraded the wastewater treatment plant which included the establishment of a wastewater disposal field (flood irrigation) north of the City on Assessor Parcel Number (APN) 205-111-039; and

WHEREAS this area is not within the City limits; and

WHEREAS annexations are subject to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000, et seq. ("CKH Act"); and

WHEREAS the Humboldt Local Agency Formation Commission (LAFCo) is responsible for regulating local governmental boundaries and municipal service areas in Humboldt County for purposes of facilitating orderly growth and development; and

WHEREAS This authority principally involves overseeing city and special district boundaries by approving or disapproving proposed changes of organization as defined by Government Code §56021; and

WHEREAS Humboldt LAFCo is also authorized to exercise broad discretion in amending as well as establishing conditions in approving changes of organization and outside service extensions as long it does not directly regulate land use, subdivisions requirements, or property development; and

WHEREAS the area to be annexed was included in the City's updated Municipal Service Review (MSR) and within the City's Sphere of Influence (SOI) which was adopted by LAFCo in November 2018; and

WHEREAS the City has reviewed and processed the proposed pre-zone in conformance with Sections 56375 of the California Government Code; and

WHEREAS pursuant to Section 56654 of the California Government Code, a notice of intent to adopt this resolution initiating the annexation application was provided to the Humboldt County Local Agency Formation Commission, interested agencies and subject agencies; and

WHEREAS the following agency or agencies would be affected by the proposed jurisdictional change:

Agency	**Nature of Change**
City of Rio Dell	Jurisdictional Boundary
County of Humboldt	Jurisdictional Boundary; Tax Receiving Entity
Fortuna Elementary School District	Tax Receiving Entity
Fortuna High School District	Tax Receiving Entity
Redwoods Community College District	Tax Receiving Entity

WHEREAS the properties are currently within the Fortuna Fire Protections District; and

WHEREAS the City of Rio Dell, the Fortuna Fire Protection District and the Rio Dell Fire Protection District have no interest in detaching the lands from the Fortuna Fire Protection District and annexing said lands to the Rio Dell Fire Protection District at this time; and

WHEREAS the proposed pre-zone has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA); and

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

1. This Resolution of Application is hereby adopted and the Local Agency Formation Commission of Humboldt County is hereby requested to take proceedings in the matter of the annexation of lands as authorized and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

2. The proposed pre-zone areas should be designated Public Facility (PF); and

3. The proposed amendments are Categorically Exempt pursuant to Section 15319 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

4. Staff is directed to submit an application for annexation of the area identified in Exhibit A,

attached hereto and incorporated herein, to the Humboldt County Local Agency Formation Commission.

I HEREBY CERTIFY that the forgoing Resolution was PASSED and ADOPTED at a regular meeting of the City Council of the City of Rio Dell on February 16, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

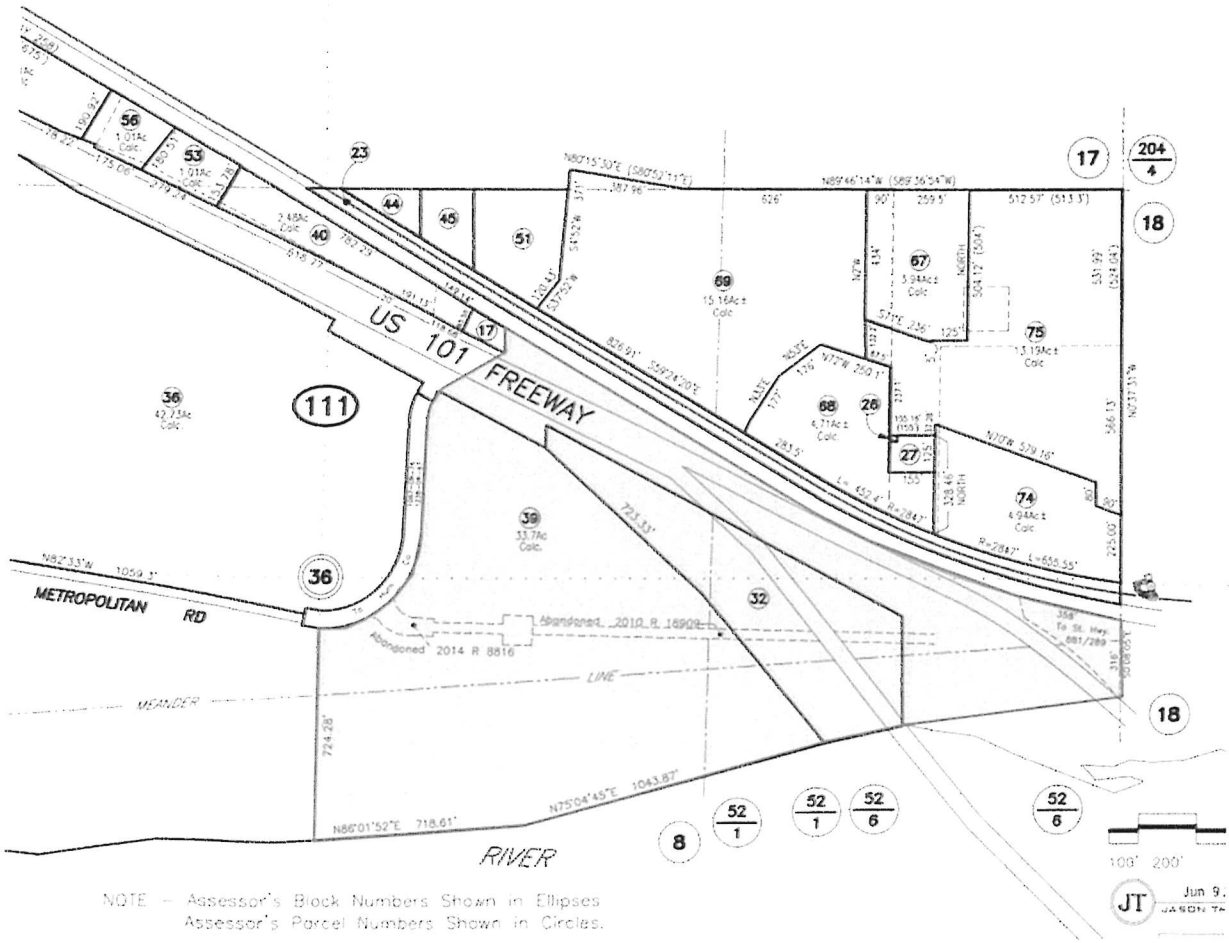
_____
Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution 1479-2021 adopted by the City Council of the City of Rio Dell on February 16, 2021.

_____
Karen Dunham, City Clerk, City of Rio Dell

EXHIBIT A

AREA TO BE ANNEXED INTO THE CITY OF RIO DELL AND DESIGNATED PUBLIC FACILITY

WASTEWATER ANNEXATION