RIO DELL CITY COUNCIL AGENDA
REGULAR MEETING - 6:30 P.M.
TUESDAY, OCTOBER 16, 2018
MONUMENT MIDDLE SCHOOL–MULTI-PURPOSE ROOM
95 CENTER STREET, RIO DELL

WELCOME *- By your presence in the City Council Chambers, you are participating in the process of representative government. 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. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Assistance listening devices are now available for the hearing impaired. Please see the City Clerk for a receiver.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CEREMONIAL MATTERS

E. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. 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 2/3rds 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 Council embers 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 in the next section, "SPECIAL CALL ITEMS

1) 2018/1016.01 - Approve Minutes of October 2, 2018 Regular Meeting **(ACTION)**

2) 2018/1016.02 - Receive and File Check Register for September 2018 **(ACTION)** 18

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1) 2018/1016.03 - City Manager/Staff Update **(RECEIVE & FILE)** 23

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

1) 2018/1016.04 - Discussion on DANCO Permanent Supportive Housing Project **(DISCUSSION/POSSIBLE ACTION)** 26

2) 2018/1016.05- Discussion and Possible Action on Rio Dell ADA Compliant Library options **(DISCUSSION/POSSIBLE ACTION)** 59

3) 2018/1016.06 - Authorize the City Manager to negotiate a contract for City Engineering Services with GHD, Inc. **(DISCUSSION/POSSIBLE ACTION)** 68

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

1) 2018/1016.07 - Second Reading (by title only) and Adoption of Ordinance No. 371-2018 Establishing Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code (RDMC) **(DISCUSSION/POSSIBLE ACTION)** 80

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

The next regular City Council meeting is scheduled for
Tuesday, November 6, 2018 *at 6:30 p.m.*
In Rio Dell City Hall Council Chambers

RIO DELL CITY COUNCIL
REGULAR MEETING
OCTOBER 2, 2018
MINUTES

Mayor Wilson called the regular meeting of the Rio Dell City Council to order at 6:30 p.m.

ROLL CALL:	Present:	Mayor Wilson, Mayor Pro Tem Johnson, Councilmembers Garnes, Marks, and Strahan
	Others Present:	City Manager Knopp, Finance Director Kerrigan, Chief of Police Conner, Community Development Director Caldwell, Wastewater Superintendent Purvis and City Clerk Dunham
	Absent:	Water/Roadways Superintendent Jensen (excused)

PUBLIC PRESENTATIONS

Paul Hoffman, 245 Belleview Ave. addressed the Council regarding the Belleview neighborhood drainage problems and asked for an update on the recent work performed at Spring St. and Belleview Ave.

City Manager Knopp explained that the City did some work related to the storm drain project to alleviate some of the drainage problems in the area and hopefully will be able to continue with more improvements in the near future.

Mr. Hoffman claimed that it was nothing but a repeat of what he has heard from the City for the past 20 years. He said that homes are being ruined because of black mold and nothing is being done to address the drainage issues. He noted that the City manages to find money to beautify the City by putting in medians that have to be watered and staff waters them and lets the water run down the street, all while residents are placed on water restrictions. He said the City paved the roadway on Belleview and created a dike causing water to run into resident's yards and under their homes. He asked if he could meet with the City Manager to discuss his concerns.

City Manager Knopp invited him to stop by City Hall any time during normal business hours.

Nick Angeloff provided an update on Chamber of Commerce business and announced that Jerry Rohde, local historian and author would be speaking at the Chamber of Commerce at 406 Wildwood Ave. on Friday, October 5 at 7 p.m. as part of the Pierson Lecture series. His topic will be "Home on the Range" which includes stories of historic ranches in the county. He said the event is free and invited the public to attend.

He also reported that they still have the shooting star Christmas decorations for sale and with the courtesy of the Chamber and the local businesses, they will be lighting up the downtown for the holidays. They were hoping that Caltrans would be lighting up the bridge to make it even more festive.

CONSENT CALENDAR

Councilmember Garnes removed the September 18, 2018 minutes from the Consent Calendar for separate action.

Motion was made by Johnson/Garnes to approve the Consent Calendar approving Resolution No. 1403-2018 amending the Operating and Capital Budget for FY 2017-18 Year-End Budget Amendment; to receive and file the Check Register for August 2018; approving the travel expense for the Finance Director to attend the 2019 Annual CSFMO Conference in Palm Springs; and approving the purchase related to the Painter St. Lift Station repairs not to exceed $12,019.60. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Minutes of September 18, 2018 Regular Meeting
Councilmember Garnes made a correction to the minutes beginning at the bottom of page 11 and stated for clarification that the minutes referred to a racing organization interested in the City building a racetrack here. She clarified that what she said was that at the conference, she spoke to people from an organization involved with a bike racing tour and they were excited to hear about the City's plans to construct bike trails along the river.

Motion was made by Garnes/Johnson to approve the minutes of September 18, 2018 as corrected. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update
City Manager Knopp referred to the written staff report provided in the Council packet and said that staff was available to answer any questions.

Mayor Wilson indicated that he had some questions but in the interest of time, he would hold off.

Councilmember Strahan said she also had questions but she would present them to the City Manager later.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Unmet Transit Needs Public Hearing
City Manager Knopp provided a staff report and said that each spring, the Humboldt County Association of Governments (HCAOG), as the Regional Transportation Planning Agency (RTPA) conducts a citizen participation process to assess unmet transit needs within Humboldt County. The process helps HCAOG properly apply funds provided by the Transportation

Development Act (TDA). In addition to the County's unmet transit needs hearing, HCAOG recommends each entity conduct a separate hearing to receive comments specific to their jurisdiction. Any public comments made at the local meeting are sent to HCAOG and included in the Unmet Transit Needs Report of Findings for the year. Provided there are no unmet transit need identified that are reasonable to meet, all of the TDA funds received are allocated for street improvements.

Marcella Clem, Executive Director of HCAOG thanked the Council for scheduling the public hearing and provided a brief update on the unmet transit needs process and current programs.

Councilmember Strahan stated that at last year's public hearing, discussion occurred regarding the lack of public transportation from the coast to Redding and asked if that concern was addressed.

Marcella explained that there currently is service to Redding but a person has to take the bus to Willow Creek, continue on to Weaverville then get on another bus to Redding so the trip is lengthy.

She noted that one of the things that are currently being explored is the use of electric buses to go from Redding to Sacramento, which would be beneficial to passengers taking flights out of the Sacramento airport, as it would reduce parking at the airport.

Mayor Wilson opened the public hearing at 6:45 p.m. to receive public testimony regarding any unmet transit needs specific to Rio Dell. There being no public comment, the public hearing closed.

Motion was made by Johnson/Garnes to direct staff to send a letter to Humboldt County Association of Governments (HCAOG) relaying the comments (or lack of) made during the public hearing on unmet transit needs. Motion carried 5-0.

<u>Discussion on Danco Permanent Supportive Housing Project</u>
Staff provided a handout on *"New Homes Built Each Year in California"* and *"City of Rio Dell New Housing Starts 1999-2018."*

City Manager Knopp provided a staff report and stated that on August 7, 2018, the City Council received a presentation from Chris Dart of Danco related to a proposed Permanent Supportive Housing Project to be located on the vacant parcel on Rigby Ave. and Center Street. Following that meeting was the August 16, 2018 special meeting to further discuss the project, including potential modification of the project to include space for an ADA compliant library. He explained that no official proposal had been submitted to the City but staff had responded to a questionnaire from the California Tax Credit Allocation Committee and responded to inquiries from Danco.

He further explained that the proposed project is not just limited to low-income seniors but is open to the general population provided they meet the income qualifications and meet the criteria of being in need of permanent supportive housing. This includes homeless, veterans, seniors and persons with mental illness. He said the State and the legislature has declared a housing crisis statewide and enacted several pieces of legislation to address the issue including SB 2 and SB 35 with the State's overall mantra being "housing first." He added that there is also federal money involved and the recent legislation makes it more attractive for contractors to build these types of facilities (i.e.: tax credits). He commented that the City is mandated by the State under the Housing Accountability Act to allow permanent supportive housing and AB 2162 that was recently enacted requires that supportive housing be principally permitted in zones where multi-family and mixed uses are permitted if the proposed housing development meets specific criteria. Jurisdictions that do not comply with the legislative changes are faced with penalties.

City Manager Knopp indicated that Chris Dart from Danco was unable to attend this meeting but has agreed to be available for a future meeting, possibly the October 16, 2018 or November 6, 2018 meeting to address any additional concerns.

He noted that a representative from the County Department of Health and Human Services (DHHS) was however; present to answer questions regarding DHHS's role with regard to the facility.

Mayor Wilson requested a confirmation from Chris Dart as to the meeting he would be attending. He then asked staff to clarify the penalties for not complying with the supportive housing legislation.

City Manager Knopp said that SB 167 basically beefed up the law for contractors against cities and imposes fines of up to $10,000 per housing unit; in this case, the fine for the City would be $260,000. He referred to other legislative changes related to the Housing Accountability Act such as AB-678, AB-1515, and AB-2162.

Councilmember Strahan asked when these bills were enacted. City Manager Knopp indicated that the legislation has either already been enacted or will be enacted effective January 1, 2019.

Councilmember Strahan noted that even though Chris Dart was not present to answer questions, citizens should still be allowed the opportunity to voice their opinions and have it on record.

Mayor Wilson agreed and reminded the public that copies of the agenda, staff reports and other material is available at the City Clerk's Office or on the City's website.

Councilmember Strahan commented that much of the material in the packet had already been reviewed but that she had some additional questions for Chris Dart (Danco) although it did not

make sense to ask them without him being present.

Mayor Pro Tem Johnson commented that further discussion seems premature prior to submittal of an actual application.

Mayor Wilson opened the discussion up for public comment.

Judith Aycock asked if the focus of the new legislation is to provide more low-income housing or homeless housing, if there were a lot of homeless people in Rio Dell, if the need for transit services would affect amenities offered to the homeless, if the City had a plan to make the homeless become productive members of society, and how these programs have benefited other communities.

Kaleen Fisher said that she has lived in Rio Dell for 60 years and that she and her brother rode their 10-speed bikes downtown all the time when they were kids. When her kids were growing up, there was no way she would allow them to do that because it was not safe. Rio Dell is finally getting back, once again where parents and grandparents can feel the community is a safe place for their families to live. She commented that she voted for the people on the City Council because she believed they would have her back by making the right decisions in protecting the community. She pointed out that if Kevin (the Community Development Director) loved the idea of this housing project, he would be screaming it out to the community. She added that the citizens of Rio Dell should have a say in the decision and said if it is so awesome, why it needs to be fenced in with 24-hr. security guards.

She identified the benefits to the City as helping the homeless, revenue from building permit fees and water and sewer fees. She pointed out that everything else benefits the State and Danco. She said the facility would be stuck in this tiny town of 3,000 people with one police officer and one police chief. She noted that the 49-unit low-income housing project has been managed beautifully and she does not have a problem with that but the supportive housing is not the same thing. She said that she works in the Old Town area of Eureka and sees the problems associated with the homeless population.

Carole Arrington expressed concern about the lack of services and job opportunities the City has to offer and that the residents of the facility would become idol outsiders in an isolated area with no real services.

Marguerite Snell stated that she has been a Rio Dell resident for 45 years and feels the development is a horrible idea. She said the City does not need more homeless people here and when it gets to the point where you need to worry about your safety; it is time to sell your home and leave.

Jim Gleaton asked why citizens were not allowed to vote on whether to allow the facility in Rio Dell. He said laws were made forcing cities to allow these types of facilities and imposing fines and penalties if they do not allow them, which does not sound like a democracy to him.

He commented that he would like to see the neighborhood protected and although the background of the tenants is not known at this time, pointed out that some homeless people are homeless by choice.

Sharon Wolff commented that she works at DHHS and said as someone who often attends these meetings; information does not always get out correctly. She hoped that Sally Hewitt (DHHS representative), would have a chance to portray the correct facts.

Cindy Pearce asked why it would cost $300,000 to build a 1-bedroom apartment and said no matter what you want to call the project; the taxpayers will be paying for it.

Cindy Treadwell asked if it was Danco that approached the City to construct the project or if the City approached Danco in attempt to meet the housing needs identified in the City's Housing Element. She said that she had spoken to the Community Development Director regarding SB 2 and that there are other ways to meet the City's housing needs. She asked if the City had an accurate number of Section 8 residents in Rio Dell and why Danco was not moving forward with the original plan for 24 low-income senior cottages. She commented on the lack of services the City has to offer, the potential impact to the Fire Department and Police Department, and public transportation concerns.

George Patmore questioned how the project will affect property values in Rio Dell and asked if the City Council is more concerned for its residents or the people that will be living in this facility. He asked how many of the tenants will be homeless and if they will solicit for homeless or ex-cons.

Peggy Patmore commented that when she sees homeless people on the streets in Eureka, her heart goes out to them but she feels safe living in this little town. She pointed out that Eureka has services whereas Rio Dell does not. She said it will be a State or County agency recommending the people for the facility and noted that there are homeless people in Rio Dell and they are usually someone we all know yet these are not the people that will be going into the facility.

Larry Salmon commented that this property will not be paying any property taxes and asked what the qualifications are for applicants to be approved for tenancy.

Bryan Richter stated that this is the third meeting he has attended regarding this issue and citizens were told that there is no way to avoid the facility from coming in and City staff said that it was out of the City's hands. He expressed frustration with staff that is not willing to go to bat for the citizens.

Mandi Kaufman commented that within the insurance industry, rates are based on cost and risk and said that she lives on Painter St. and her shed gets broken into on a regular basis. She said she lives less than one block away from the proposed project site and received no

notification about the project. She indicated that she had contacted her realtor about putting her home on the market after hearing about this project.

Loris Schneider stated that she lives at the corner of Painter and Rigby and that she is not happy with the legislation the State passed. She noted that her grandkids live near the City's treatment plant and walk to her house but once this project goes in, they will no longer be able to do that.

Paul Hoffman said that this is the first he heard anything about the project and that the City Council needs to fight for the people that voted for them. He commented that the Council is allowing Danco to build a prison in the City; instead, they should be fighting against it.

Cheryl Short commented that there are people with Section 8 that are in need of housing; not just homeless people and that it is upsetting to see that people only care about themselves.

Julie Woodall asked if there is more need for moderate housing than low-income housing in Rio Dell. She indicated that she was not in support of the project but in the event it does come in, wanted to know what the criteria is for background checks and what disqualifies an applicant. She also asked if applicants are drug tested and asked for clarification on whether they would be allowed to possess firearms. She expressed concern about property values going down and the crime rate going up. She said since Danco has not yet submitted plans, now is the time to let them know that citizens do not want this type of facility here. If they know, perhaps they will go back to the original plan and construct low-income senior housing. She added that Danco needs to be put on the spot to answer citizen's questions.

Nick Angeloff pointed out that the project is proposed in a zone where this type of development is principally permitted so there are not a lot of options. He asked if Rio Dell residents and mentally disabled persons could have priority status, provided they meet the tenant qualifications. He also asked what the process is when a tenant breaks the house rules and if it is DHHS's responsibility to relocate them. He noted that Danco has three projects going on in the County and Rio Dell is the only fenced. He said it is not right to fence a low-income housing complex and said they need to mitigate the issues, make it so everyone understands the project and try to make it more viable as it is not complimentary to the City's needs as proposed.

Galen Rock stated that he lives at 728 Rigby Ave. and owns 734 Rigby and if this type of facility has to come to Rio Dell it should not be in a residential area. He asked what percentage of the homeless population has mental health issues and if those residents of the facility would be confined to the facility or be allowed to come and go. He also asked how the visitors coming to the facility would be addressed and what impact the facility would have on the Police Department and would it require an increase in the number of police officers. He expressed concern about potential added expense to the taxpayers and said he has grandkids and wants them to come and visit. If this facility is located in his neighborhood, he will be forced to move

from his childhood home. He asked what the possibility is of relocating the facility outside the residential zone to perhaps the former Eel River Sawmill site.

Mayor Wilson closed the public comment period.

Sally Hewitt, a representative from the Department of Health and Human Services (DHHS), addressed the Council regarding the proposed project.

She explained that the proposed facility would be owned and operated by Danco. Anybody that moves in must go through a screening process including the 290 registration for sexual offenses. The other issue is substance abuse. The federal government will not allow them to rent to anyone convicted on methamphetamine charges. She noted that they are proposing that every tenant be on MediCal and noted that 46% of Rio Dell residents are eligible for MediCal benefits. She indicated that people with serious mental health issues would have their own caseworker with scheduled visits depending on their need, which could be as much as 2-3 times a day. Other residents may be elderly or physically disable requiring some sort of assistance.

She said she understood the reason for fencing the facility was that it is what Rio Dell wanted. She said with regard to rent, the tenant's rent cannot exceed 30% of their income so DHHS would pay the difference up to fair market value of rent for each of the units in accordance with the contract DHHS has with Danco. She pointed out that many of these people have income but they cannot pay for first and last month's rent and deposits to get into a residence.

She noted that the facility would consist of 26 units with 22 one-bedroom units and 4 two-bedroom units, with one of the two-bedroom units reserved for the on-site manager. She estimated the total occupancy of the facility to be around 35 people. With regard to medical services, they will receive medical treatment at the new clinic in Fortuna and DHHS will provide transportation for medical appointments as needed. Regarding the concern about visitors at the facility, there is a valid concern. She noted that there are predators looking for those on SSI that they can take advantage of on payday because people with mental illness have trouble saying no.

Ms. Hewitt further explained that Danco has built into the plans, a common space for gatherings and group meetings, including an exercise room and counseling rooms as well as an outdoor gathering area for barbeques. She noted that they will involve the residents in such activities as community hikes, and visits to the river to keep them engaged.

City Manager Knopp reiterated that the City has not yet received an application from Danco but expects it would be forthcoming, as they have been awarded the financing. He commented that Danco needs to answer the questions from the public and that staff would be happy to put together the questions, have them answered and put everything together in one document.

Mayor Wilson said that there are a lot of unanswered questions, some on the legality of what the City can and cannot do with regard to the proposed project and that the City Attorney is working through those issues. He pointed out that this is no simple process for the City Council to address. He explained that the State dictates what Rio Dell has to do as a city. He agreed that the information needs to be put together in an orderly fashion and provided to the citizens either in a newsletter or during a public meeting at the school so anyone that wants to attend can.

Sally Hewitt explained that subject to the terms of the lease with Danco, this facility is permanent supportive housing where people live independently but services are available. She said they could live there as long as they want, provided they pay their rent and abide by the house rules.

Councilmember Strahan said when Chris Dart from Danco made the presentation to the City Council, he indicated that DHHS would supply the tenants; yet Ms. Hewitt said they will simply refer tenants to Danco and Danco will screen them and make the decision on whether to accept or deny the applications. She asked that since the facility is located in Rio Dell, would the tenants also be from Rio Dell.

Ms. Hewitt explained that the primary market area for the facility would be residents from Rio Dell, Scotia, Fortuna, Hydesville, and Loleta however; under the Fair Housing Act, they cannot discriminate against other applicants. She indicated that tenants are eligible for housing on a first come first serve basis and each application would be date and time stamped before they are evaluated.

Councilmember Strahan asked if the tenants would have to fall under the targeted population including homeless veterans and seniors, and people with mental illness and/or substance abuse problems.

Ms. Hewitt explained that the biggest homeless problem is with seniors and that often times, a partner has passed away and they can no longer afford the rent on their own.

Councilmember Strahan commented that Rio Dell has homeless people and asked if DHHS would reach out to homeless people and assist them in qualifying for housing. Ms. Hewitt indicated that they would send people out to do that.

She asked if the target population could be from Loleta south as indicated by Chris Dart.

Ms. Hewitt said they would try to get people that would be comfortable in Rio Dell and pointed out that those people that do not have substance abuse issues tend to be shy and embarrassed about their situation.

Councilmember Strahan said the other issue is the lack of services in Rio Dell.

Ms. Hewitt explained that the residents would shop, prepare their own meals and clean their own apartment; if they do not know how to do these things, they will teach them so that they are self-sufficient.

Councilmember Garnes asked if tenants need to be receiving some sort of State assistance to be eligible for housing.

Ms. Hewitt responded that the tenants only have to be on MediCal to qualify for housing.

Councilmember Garnes commented that the word she heard most was "homeless" and asked if they need to be homeless to qualify for housing, and do they need to go through DHHS to be referred to Danco or can they go directly to Danco to apply for housing.

Ms. Hewitt responded that applicants could go directly to Danco to apply.

Mayor Pro Tem Johnson commented that in the Danco application process, there are roughly 70 house rules including such things as no alcohol or marijuana in the common areas of the facility. He pointed out that there is also a list of seven violations, which may result in immediate eviction.

Ms. Hewitt noted that what usually happens when a tenant is evicted for breaking house rules, is that DHHS places them in a hotel and then tries to find them alternative housing. She then explained that the fence is not to keep the tenants in but to keep people out that do not belong there.

Mayor Wilson asked staff if the City requested the facility be fenced.

Community Development Director Caldwell said to his knowledge, staff did not request the fence. He said the plan includes a perimeter fence as well as interior fences within individual yards.

Councilmember Garnes asked staff if the City has the authority to approve or deny the project and said her understanding is that Danco purchased the property then applied to the Federal government and the State for funding, and when the City received the Project Evaluation Form from the State, staff informed the City Council.

City Manager Knopp confirmed that her understanding was correct and explained that under state law, low-income housing projects with funding assistance from the government must be treated the same as if it were a private developer doing the project. He clarified that the City did not go to Danco; they came to the City with the proposal on their own.

Mayor Wilson pointed out that this is not something that the City can place on the ballot for a vote by the community.

City Manager Knopp commented that the state has taken away the local control and changes in the law facilitates these types of projects. He said citizens need to voice their opinions to Senator McGuire's office or Assemblyman Wood's office.

Mayor Wilson asked if staff had enough direction to move forward on this issue.

City Manager Knopp indicated that staff would bring the matter back on October 16 or at a special meeting when all parties can be present.

Mayor Wilson said that Danco needs to hear the concerns of those citizens that they had not previously heard. He commented that it seems there are ways to make this work and that he believes in the community and that there has to be a way to stand up and say it you do not want something.

City Manager Knopp pointed out that this is all very tentative without an application but staff has been trying to provide as much information to the community as possible.

Councilmember Strahan referred to the July 24 letter from the California Tax Credit Allocation Committee that administers both the federal and state Low Income Housing Tax Credit Programs. She suggested a copy of the letter be included in the next City Newsletter and encouraged citizens to contact their state legislators.

Jack Snell, 45-year resident of the City addressed the Council and pointed out that the federal government apparently has the authority to say where these types of facilities are placed. He questioned how many of the Danco officials promoting this project live in Rio Dell pointing out that they do not care how it will affect the City because they do not live here. He commented that perhaps the City should become unincorporated so that it can make its own laws.

Mayor Wilson called for a 10 recess at this time, 8:15 p.m.

The meeting reconvened at 8:25 p.m.

Discussion and Possible Action on Rio Dell ADA Compliant Library Options

City Manager Knopp provided a staff report and said that the County Board of Supervisors met on September 25, 2018 to discuss options for the Rio Dell Branch Library. The discussion was continued to their meeting of October 9, 2018 in order to explore the possibility of establishing a partnership with the City to place a modular library unit on the grounds of City Hall. He said the Board would like additional feedback from the Council on the City's willingness to enter into a partnership with the County, or to bring forth other potential options.

He reviewed six potential options and pointed out that they all have some degree of negative and positive benefits. The options under consideration included:

- Danco Supportive Housing Site
- Scotia Location
- Modular on City Hall Grounds
- Modular on Vacant Lot Downtown
- Closure of Library
- Chamber of Commerce Location

City Manager Knopp reviewed the advantages and disadvantages of each option. He noted that staff made inquiries regarding potential locations in the downtown for a modular unit and referred to the lot south of the City parking lot as a potential site. He said the vacant lot was the location of a former restaurant that burned down and the existing cement slab still exists. He said the advantages of this site are that this location has close access to potential ADA compliant bus stops and the availability of parking at the adjacent City parking lot. Staff contacted the property owners and they are receptive to discuss property lease options with the County.

He advised the Council that if the Danco site option is definitely off the table; the Council could also explicitly state to the Board of Supervisors that it is not an option the City Council is interested in.

Mayor Pro Tem Johnson suggested the Council hear from Nick Wilczek, the County Librarian. He noted that one of the options presented earlier was to close the library here and move to the Fortuna Library. He asked if they are under the same consent decree as the County.

Nick Wilczek responded that the Fortuna Library is included in the County's consent decree but they are in a position to make the necessary changes to make the library ADA compliant.

Mayor Pro Tem Johnson commented that the Danco option is the "gold standard" whereby the library would be a new, modern ADA compliant building at no cost to the City. If the same type permanent structure could be constructed at City Hall at no cost to the City, he would be in support of it; anything short of that he would not be in support of.

Councilmember Strahan commented that the Board of Supervisors is willing to work with the City on placing a modular unit at City Hall and provided the City could bring the path of travel up to ADA compliance for the $55,000 as estimated, she would support that option. She indicated that she would like to see the library remain on Wildwood Ave. and was opposed to the Danco option. With regard to placing a modular on the vacant lot downtown, she asked how much of that area was owned by the City and if a modular unit could fit on the City's parcel without encroaching onto the adjacent parcel.

City Manager Knopp indicated that a modular could be placed within the City parking lot but it would reduce available parking and also affect the tenant on the rear portion of the adjacent parcel.

Councilmember Strahan said she would like to see the modular placed on City property with an ADA van accessible parking space.

Councilmember Marks supported having the library remain on Wildwood Ave. and posed the idea of the Triangle Park adjacent to City Hall as a potential location for a modular. He also suggested the Davis Street Park as another potential location.

City Manager Knopp noted that the Triangle Park location could potentially work with removal of some of the vegetation but the Davis St. Park was owned by the Rio Dell School District.

Councilmember Marks said he was against the Danco Supportive Housing Project as a whole and was especially against placing the library at that location.

Councilmember Garnes commented that she personally thought that the Danco option was a good idea but as a councilmember, her desire is to do what the community wants. She said after hearing the concerns from the citizens, she no longer supports the Danco option. She noted that modulars can be nicely done and that she has no problem with placing one on City property but placing it at City Hall creates a problem with the path of travel. In addition, Supervisor Bohn indicated that the modular unit might not need a restroom if City Hall could share their restrooms with the library. She said that option is not viable because it would require additional ADA upgrades to the restrooms. She thought the Triangle Park or the City Downtown Parking were excellent options and if the County would agree to assume the costs that would be great. She noted that she spoke to Supervisor Fennell and from her perspective; the County would not be in a position to upgrade the path of travel because of other areas they have to take care of. She pointed out that the library is very important to the community and moving the library to Scotia is not the best idea because no one knows what is going to happen in Scotia. She suggested looking at the two City sites as mentioned, figure out what the cost is to improve the path of travel and if the County is willing to put in a modular, to go with one of those options.

Mayor Wilson agreed with keeping the library on Wildwood Ave. and to forego the Danco option. He said the idea of establishing a partnership with the County sounds good but there is expense involved in doing that. He said the Triangle Park sounds like a viable option but without sharing restrooms with City Hall. He indicated that he did not have a problem with a modular but the library needs to be a facility on its own. He said initially, the downtown parking lot sounded like a good idea but there are some associated challenges with that option.

Mayor Wilson called for public comment.

Nick Angeloff said he liked the idea of keeping the library on Wildwood Ave. and the Board of Supervisors needs options to consider. He noted that the City needs to do some improvements to the path of travel regardless. He indicated that the former BP Gas Station next to the City

Parking lot would be a great option but only as a long-term plan as there are problems associated with that site.

Julie Woodall asked if anyone had talked to the school district. City Manager Knopp indicated that the City had not approached the school but the County had discussed the option of locating the library on school property and they were not interested.

Councilmember Strahan said that she had spoken to someone at the school and it was not that they were against the modular but that it was not feasible because of their plans for putting in a soccer field. She asked if Nick Wilczek was in support of bringing in a modular.

Mr. Wilczek expressed concern that the Danco option would be off the table and the other options may not pan out. He said there is an opportunity now for a brand new ADA compliant library to be constructed along with the Danco Permanent Supportive Housing project and if the offer is passed up and the other options fall through, they could be put in a precarious situation.

Kathleen Kemp asked how many people currently use the library and if any of them use public transit to get here.

Mr. Wilczek commented that he had the circulation numbers for the library but did not have them with him.

Cindy Pearce asked why a portable unit could not be placed at the existing library location.

Councilmember Strahan explained that the path of travel is a problem.

Faith Hansen commented that the property at 435 Wildwood Ave. was recently put on the market.

Sharon Wolff stated that the reason Danco has not submitted an application is that they are waiting for clear direction from the Council. She encouraged the Council to make a decision on whether or not they want the library to be included in their plans so they can move forward. She said the Danco option for the library would be fine given the options and noted that there would be Section 8 clients there that would benefit from having the library there.

City Manager Knopp provided a recap of the discussion. He said what he understands is that the Council is opposed to the Danco option, is agreeable to a modular placed at a suitable site on Wildwood Ave., and that staff is directed to explore possible locations including the Triangle Park, City Hall grounds, the downtown City Parking Lot, and the parcel adjacent to the City Parking Lot. The options would be provided to the County Board of Supervisors for consideration at their meeting of October 9, 2018.

He said at the Board meeting, Supervisor Bohn also talked about forming a partnership with the City and questioned the Council on what they would be willing to do in terms of a partnership with the County.

Mayor Wilson said he would like to see the City assume the cost to bring the path of travel up to ADA compliance, whichever location is chosen for the modular.

Councilmember Garnes agreed that the City should be responsible for the path of travel and the County responsible for placement of the modular.

Councilmember Marks pointed out that the City would also be providing the property for the modular.

Mayor Pro Tem Johnson commented that he helped install a modular about seven years ago and pointed out that some modular units are higher grade than others are. He said that he would like the library modular to be a high-grade model. He suggested the City allocate a maximum of $55,125 for the path of travel improvements as quoted, with the County allocating funds for the remainder of the project. In addition, the City would waive all building permit fees.

Motion was made by Strahan/Johnson expressing the City's willingness to partner with the County on a high grade modular library unit placed at one of the identified locations on Wildwood Ave. (excluding the Danco Permanent Supportive Housing Project site on Rigby & Center) with the City contributing a maximum of $55,125 toward ADA improvements to the path of travel and waiving all building permit fees. Motion carried 5-0.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Introduction/First Reading of Ordinance No. 371-2018 Establishing Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code (RDMC)
Community Development Director Caldwell provided a staff report recommending the introduction of Ordinance No. 371-2018 establishing Vacation Dwelling Unit Regulations. He reported that staff was recently contacted by a local resident who was interested in renting out their second dwelling unit as a vacation rental. He said since the City's current zoning regulations do not allow for Air B&B's or Vacation Dwelling Units, staff informed her that proposed regulations would be brought before the Planning Commission and City Council for consideration and possible adoption.

He said the proposed regulations were presented to the Planning Commission for review and consideration at their September 25, 2018 meeting. Several talking points were discussed and the Commission provided suggested modifications to the draft regulations. He reviewed the modifications, which included a recommendation that emergency contact information be provided to property owners within 100 feet of the property rather than 300 feet of the property. The next modification was to require that owners within 100 feet of the property be notified of the approval of the Vacation Dwelling Unit rather than 300 feet of the property. The

Commission also recommended that there be no restrictions on visiting hours and that the current residential parking standards be met for Vacation Dwelling Units, which are two on-site parking spaces for each unit.

He further explained that the regulations establish a $75.00 inspection fee along with the annual City Business License Fee and applicable Transient Occupancy Tax.

Mayor Pro Tem Johnson asked if the draft ordinance was copied from another jurisdiction.

Community Development Director Caldwell said he took language primarily from the City of Eureka and the County's regulations.

Mayor Pro Tem Johnson pointed out that the City of Trinidad has been fighting their ordinance for years and that there are a lot of pitfalls a jurisdiction can fall into.

Community Development Director Caldwell explained that during this process, staff discovered some vacation dwelling units already operating in the City with only one of them paying the applicable Transient Occupancy Tax (TOT). He noted that the City had received no complaints regarding those vacation rentals.

He noted that staff created a handout on TOT requirements and also worked with the Fire District in preparing the draft regulations and incorporated suggestions made by the District.

A public hearing was opened to receive public comment on the proposed ordinance.

Nick Angeloff spoke on behalf of the Chamber of Commerce and suggested the City dedicate a portion of the Transient Occupancy Tax (TOT) to the Chamber to allow them to help promote the City as other cities do.

Julie Woodall disagreed with the total number of visitors limited to 12 and expressed concern that the city does not have as many rules for regular rental units as vacation rentals. She suggested the requirement for inspections of vacation rentals also apply to regular rentals.

Councilmember Strahan felt the City was over-regulating with regard to occupancy and visitor limits and time restrictions on visiting hours.

There being no further public comment, the public hearing closed.

Community Development Director Caldwell explained the reason for limiting the number of visitors was due to parking.

Motion was made by Johnson to introduce and conduct first reading of Ordinance 371-2018 establishing Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code. Motion died due to lack of a second.

Motion was made by Strahan/Garnes to introduce and conduct first reading of Ordinance No. 371-2018 establishing Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code with the modification to eliminate occupant limits, visitor limits and visitor hours. Motion carried 4-1; Mayor Pro Tem Johnson dissenting.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Johnson commented that during the public hearing on the Danco Permanent Supportive Housing project, a citizen said that Rio Dell has the lowest crime rate in the County and asked it that information was correct.

City Manager Knopp said he would try to verify the data.

Councilmember Strahan asked if staff followed up with the citizen that had the complaint about her sewer bill at the last meeting.

Finance Director Kerrigan noted that the person did call and she explained to her how the sewer bills are calculated for customers that receive sewer service but do not receive water service from the City. She explained that since no average water consumption is established, those customers are treated the same as a new water/sewer customer that is charged the average consumption of 5 units prior to an average being established.

ADJOURNMENT

Motion was made by Johnson/Garnes to adjourn the meeting at 9:38 p.m. to the October 16, 2018 regular meeting. Motion carried 5-0.

_____
Frank Wilson, Mayor

Attest:

_____
Karen Dunham, City Clerk

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
7231	9/05/2018	[6117] A-1 CLEANING SERVICE, LLC	MONTHLY CLEANING SERVICE FOR AUGUST 2018	450.32
7232	9/05/2018	[6038] ACCURATE TERMITE & PEST SOLUTIONS	MONTHLY RODENT CONTROL @ 475 HILLTOP DR	170.00
7233	9/05/2018	[5235] ADVANTAGE FINANCIAL SERVICES	DOCSTAR USER LICENSES & SYSTEM SOFTWARE	193.00
7234	9/05/2018	[2224] AQUA BEN CORPORATION	HYDROFLOC 750L 55 GAL DRUM	1,654.09
7235	9/05/2018	[3975] AT&T - 5709	FAXLINE EXPENSES FOR AUGUST 2018	42.46
7236	9/05/2018	[6252] AXON ENTERPRISE, INC.	BASIC EVIDENCE.COM LICENSE; PRO EVIDENCE.COM LICENSE; EVIDENCE.COM INCLUDED STORAGE YEAR 2 BILLING	1,188.00
7237	9/05/2018	[4892] KEVIN T CALDWELL	MILEAGE REIMBURSEMENT TO ATTEND SVABO MEANS OF EGRESS WORKSHOP	272.50
7238	9/05/2018	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR SEPTEMBER 2018	2,075.00
7239	9/05/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 8/17/2018	60.00
7240	9/05/2018	[2393] FASTENAL COMPANY	MILWAUKEE M18 JOBSITE CHARGING STATION	232.71
7241	9/05/2018	[2407] FORBUSCO LUMBER	4/0 x 3/1 DBL VINYL; 10OZ 230 WHITE SEAL	139.84
7242	9/05/2018	[2405] FORTUNA ACE HARDWARE	HOLE PUNCH HOSE 1/2" & 5/8" PRIMER SEALER; TEFLON 6 PC TRAYSET; 2 TRANSPLANTER ALUM CMFRT; 2 TROWELS TWO 1X4X8 2&BTR PINE; ONE 1X4X20 FJ PRIMED CEDAR ONE 1X4X20 FJ PRIMED CEDAR, TWO CONNECTORS 1/4" DOUBLE BARB BG25 7 EA SCH 40 PVC 1/2" MPT PLUGS; 2 GAL DISTILLED WATER TWO 16OZ MINERAL OIL; 5# RECYCLED WHITE TERRY; GAL MURIATIC ACID; SMARTFLO CONTRACTOR HOSE; 5 SHELF UNITS	458.01
7243	9/05/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR METROPOLITAN WELLS REDEVELOPMENT PROJECT CLOSE OUT, ENGINEERING SERVICES FOR SEWER LINES UPSIZING ENGINEERING SERVICES FOR ACTIVE TRANSPORTATION PROJECT APPLICATION 2018 SAFE ROUTES TO SCHOOL PROJECT ,ENGINEERING SERVICES FOR TAC MEETINGS & TRANS PLANNING	13,450.25
7244	9/05/2018	[2437] HACH	NITROGEN TOT LR TNT; SINGELTS PH 7.0, 4.01 & 10.01; AMMONIA	566.10
7245	9/05/2018	[5932] HIGH ROCK CONSERVATION CAMP	BRUSH REMOVAL	600.00
7246	9/05/2018	[2691] HUMBOLDT SENIOR RESOURCE CENTER/ADULT DAY HEALTH, INC	TRANSPORTATION FUNDS FY 2018/19	6,500.00
7247	9/05/2018	[2465] HUMBOLDT TRANSIT AUTHORITY	TDA MEMBER ASSESSMENT RTS-FY 2018-2019	44,410.00
7248	9/05/2018	[2485] INDUSTRIAL ELECTRIC	ELECTRICAL FOR AREOMOD PLANT ELECTRICAL FOR AEROMOD PLANT	261.16
7249	9/05/2018	[2501] KEENAN SUPPLY	ROMAC END RINGS; ROMAC GASKETS 10 EA ROMAC FC RPR CLAMPS	1,028.06
7250	9/05/2018	[6560] EDWARD D LEE	CLOTHING ALLOWANCE REIMBURSEMENT CLOTHING ALLOWANCE REIMBURSEMENT	253.57
7251	9/05/2018	[4360] MODERN MARKETING, INC	DRUG TESTING POUCHES	406.57
7252	9/05/2018	[3484] NATIONAL METER & AUTOMATION, INC	24 EA ITRON 100WP WATER METERS	2,469.13
725[illegible]	9/05/2018	[2569] NORTH COAST LABORATORIES, INC.	COLIFORM QUANTI-TRAY	45.00
725[illegible]	9/05/2018	[6522] NORTHCOAST HORTICULTURE SUPPLY	SMALL DECORATIVE BULK BARK	94.40

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Ref#	Date	Vendor	Description	Amount
7255	9/05/2018	[4393] NYLEX.net. Inc.	GATEWAY STANDARD PACKAGE ANNUAL SUBSCRIPTION FEE FOR OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019	580.00
7256	9/05/2018	[6499] OCCUPATIONAL, ENVIRONMENTAL HEALTH & DRUG SCREENING	PRE-EMPLOYMENT EXAM & DRUG SCREEN PANEL, PRE-EMPLOYMENT EXAM & DRUG SCREEN PANEL, PRE-EMPLOYMENT EXAM & DRUG SCREEN PANEL	450.00
7257	9/05/2018	[3343] PITNEY BOWES RESERVE ACCOUNT	POSTAGE PURCHASE FOR RESERVE	400.00
7258	9/05/2018	[5973] PRECISION INTERMEDIA	MONTHLY WEB HOSTING FEE	30.00
7259	9/05/2018	[6349] RECOLOGY EEL RIVER	.21 TONS GENERAL DEBRIS GARBAGE BAGS FOR AUGUST 2018	512.48
7260	9/05/2018	[2710] STARPAGE	PAGING SERVICE 9/1/18 - 8/30/18	12.95
7261	9/05/2018	[2719] STATE WATER RESOURCES CONTROL BD	OPERATOR-IN-TRAINING II CERTIFICATION FOR WASTEWATER TREATMENT PLANT	170.00
7262	9/05/2018	[2747] UNITED RENTALS, INC.	2012 TOYOTA FORKLIFT	18,759.38
7263	9/05/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 8/17/2018	4,632.70
7264	9/05/2018	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR SEPTEMBER 2018	534.58
7265	9/05/2018	[2787] WYCKOFF'S	CONDUIT; BUSHINGS; CONNECTORS; ADAPTERS 40 PC IMPACT TORSION BIT SET; 12" ADJUSTABLE WRENCH; CHANNEL NUT DRIVER; CHANNEL SCREWDRIVER, RETURNS - CONDUIT; CLAMPS; CONNECTORS; COUPLINGS	135.10
7266	9/06/2018	[5765] GARNES, DEBRA	MEALS PER DIEM TO ATTEND LCC ANNUAL CONFERENCE	158.00
7267	9/13/2018	[0576] 101 AUTO PARTS	THREE LAMP BULBS, TWO QTS SAE 5W20 MOTOR OIL, DRILL & DRILL BITS; 29 PC TURBOMAX BIT SET, TWO QTS SAE 5W20 MOTOR OIL, 4 EA FLOOR DRY, TWO LAMP BULBS 4 EA SUPER HC IND V-BELTS, ONE LAMP BULB, TWO O-RINGS, 3 EA FUSES, TWO FUSES, ALLEN SET	525.66
7268	9/13/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 8/31/18	60.00
7269	9/13/2018	[2283] COASTAL BUSINESS SYSTEMS	DOCSTAR ANNUAL SOFTCARE LICENSES AGREEMENT 9/1/18 - 12/31/18	59.83
7270	9/13/2018	[5127] DELTA DENTAL	DENTAL INSURANCE FOR OCTOBER 2018	1,811.11
7271	9/13/2018	[6577] EVERBRIDGE, INC.	NIXLE ENGAGE & SET UP FEE	3,240.00
7272	9/13/2018	[2405] FORTUNA ACE HARDWARE	TIDE LAUNDRY SOAP; CLOROX WIPES; DISTILLED WATER; ULTRA DAWN ANTIBACTERIAL SOAP, 8 EA ADAPTER SCH40; 12 EA COUPLERS SCH40; PIPE SCH40 P END	46.15
7273	9/13/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR DRINKING WATER INFRASTRUCTURE IMPROVEMENT FUNDING, PLANNING & DESIGN PROJECT	10,575.00
7274	9/13/2018	[2457] HUMBOLDT COUNTY CLERK-RECORDER	MAP COPIES	12.00
7275	9/13/2018	[6514] INTERWEST CONSULTING GROUP	PROFESSIONAL SERVICES FOR JLUY 1 THROUGH JULY 31, 2018	3,013.57
7276	9/13/2018	[5565] JAMACK, DARLENE	CUSTOMER DEPOSIT REFUND	147.30
7277	9/13/2018	[2501] KEENAN SUPPLY	4 EA MAINLINE ML 11079 8 MECH TEST PLUGS	182.58
7278	9/13/2018	[6380] KILLINGSWORTH, KYLE	CUSTOMER DEPOSIT/REFUND	300.00
7279	9/13/2018	[6367] MENDES, JOSHUA	CUSTOMER DEPOSIT-REFUND	300.00
7280	9/13/2018	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR AUGUST 2018	1,000.00

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Ref#	Date	Vendor	Description	Amount
7281	9/13/2018	[4908] MITCHELL BRISSO DELANEY & VRIEZE	LEGAL SERVICES FOR AUGUST 2018 LEGAL SERVICES FOR AUGUST 2018 LEGAL SERVICES FOR AUGUST 2018 LEGAL SERVICES FOR AUGUST 2018	5,603.02
7282	9/13/2018	[5934] NORTH COAST JOURNAL	ADVERTISING FOR RFQ FOR PROFESSIONAL ENGINEER SERVICES	520.00
7283	9/13/2018	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR SEPTEMBER 15, 2018 THROUGH OCTOBER 2018	1,140.00
7284	9/13/2018	[2603] PG&E	UTILITY EXPENSES FOR AUGUST 2018	18,262.15
7285	9/13/2018	[4493] REDWOOD GLASS & WINDOWS	INSTALL MILGARD WINDOWS & DUAL GLAZED GLASS IN CITY HALL	6,683.00
7286	9/13/2018	[2659] RIO DELL PETTY CASH	CLEANING SUPPLIES	25.50
7287	9/13/2018	[5376] SCOTTY'S CUTTERS EDGE	EDGER BLADE	23.86
7288	9/13/2018	[2694] SHELL OIL CO.	PD FUEL EXPENSES FOR AUGUST 2018 PW FUEL EXPENSES FOR AUGUST 2018 PD FUEL EXPENSES FOR SEPT 2018	1,893.36
7289	9/13/2018	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE ACCESSION & BOX REFILING FEE FOR AUGUST 2018	113.21
7290	9/13/2018	[2724] STATE WATER RESOURCES CONTROL BOARD	CLEAN WATER STATE REVOLVING FUND FINANCING AGREEMENT # C-06-7401-110, CONTRACT # 11837-550-0, ACCOUNTS RECEIVABLE #11837-18-5	302,933.39
7291	9/13/2018	[2319] SUDDENLINK	MONTHLY BROADBAND, INTERNET & PHONE SERVICE 9/10/18 - 10/9/18	843.86
7292	9/13/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 8/31/18	5,136.63
7293	9/13/2018	[2779] WILDWOOD SAW	REPAIRS TO STIHL FS 110	72.20
7294	9/13/2018	[2787] WYCKOFF'S	WIRE BLDG 14STR THHN 500 FT; CONDUIT FELX KITS; 6-CIR TERM BLOCKS; SPADE TERMINAL 16-14WG NO10	133.39
7295	9/19/2018	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR JULY 2018	390.73
7296	9/19/2018	[2225] AQUA SIERRA CONTROLS, INC	TROUBLESHOOT ABB FEF121 MAGMASTER METER	3,797.73
7297	9/19/2018	[2237] BANK OF AMERICA BUSINESS CARD	ADOBE PRO DC MONTHLY SUBSCRIPTION, SKILLPATH - TRAINING, DOLLAR GENERAL - BINDERS; LEGAL PADS; NOTEBOOKS; PENS, SHOPLET - JUMBO PAPER CLIPS; SIX-SECTION PRESSBOARD CLASSIFICATION FOLDERS, CSMFO ANNUAL CONFERENCE SACRAMENTO VALLEY ASSOC OF BLDG OFFICIALS - "MEANS OF EGRESS" WORKSHOP DEPOSIT FOR LODGING TO ATTEND MMANC, AMAZON - ADHESIVE MAILING ADDRESS LABELS, USPS - STAMPS, VISTA PRINT - BUSINESS CARDS FOR FINANCE DIRECTOR USPS EVERY DOOR DIRECT NEWSLETTER MAILING PRESTIGE URGENT CARE - PRE-EMPLOYMENT TESTING AMAZON - ORECK COMMERCIAL VACUUM CLEANER WITH BAGS & BELTS,COSTCO - COPY PAPER EXPEDIA - LODGING TO ATTEND "MEANS OF EGRESS" BUILDING CODE WORKSHOP EXPEDIA - SHUTTLE SERVICE TO ATTEND LOCC CONFERENCE, MMANCEMBERSHIP THROUGH 8/23/19, MMANC ANNUAL CONFERENCE OFFICE OF WATER PROGRAMS - OPERATION OF WASTEWATER TREATMENT PLANTS, VOL I, ED 7, COSTCO - COFFEE, FEDEX - SHIPPING, SUPERIOR SIGNAL - 2 GAL SMOKE FLUID LODGING TO ATTEND SKILLPATH TRAINING	3,183.44

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Ref#	Date	Vendor	Description	Amount
7298	9/19/2018	[5779] AIRYANNA BOWEN	CUSTOMER DEPOSIT REFUND	217.33
7299	9/19/2018	[5944] COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL SERVICES FOR AUGUST 2018	125.00
7300	9/19/2018	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	FIVE EACH FINGERPRINT APPS & FINGERPRINT - FBI	245.00
7301	9/19/2018	[2385] EUREKA READYMIX	11.10 TONS CRUSHED ROCK	143.52
7302	9/19/2018	[2501] KEENAN SUPPLY	ROMAC DBL STRAP SERVICE SADDLE; AYM CORP STOP; 2 EA AYM COUPLING CTS; ELBOW; BUSHING; AYM METER FLANGE; BRASS BUSHING	693.23
7303	9/19/2018	[6364] MUNIQUIP, LLC	FOUR PVC-U7 CONNECTOR KITS FOR DDA PUMP	191.69
7304	9/19/2018	[3343] PITNEY BOWES RESERVE ACCOUNT	QUARTERLY LEASING PAYMENT 6/30/18 - 9/29/18	98.11
7305	9/19/2018	[5973] PRECISION INTERMEDIA	WEB PROGRAMMING-ADD NEW FOOTER	23.75
7306	9/19/2018	[4338] QUILL CORPORATION	2 PK REFILL; ADDING MACHINE ROLLS; PENS; SELF INKING LIQUID; MANILA FILE FOLDERS PILOT PEN REFILLS	87.78
7307	9/19/2018	[6561] ZACHERY S RICHARDSON	CLOTHING ALLOWANCE REIMBURSEMENT	314.61
7308	9/19/2018	[2772] WENDT CONSTRUCTION, INC	2018 WATER TREATMENT PLANT BACKWASH LINE REALIGNMENT	37,475.00
7309	9/19/2018	[4310] CAMERON D YAPLE	CLOTHING ALLOWANCE REIMBURSEMENT	81.44
7310	9/26/2018	[5750] AERO-MOD	HMS-NETBITER-EASYCONNECT; TWO EA NETWORK CABLE-CAT5	794.32
7311	9/26/2018	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR AUGUST 2018	820.93
7312	9/26/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 9/14/18	60.00
7313	9/26/2018	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR OCTOBER 2018	367.50
7314	9/26/2018	[2386] EUREKA RUBBER STAMP CO.	ONE 2X10 WALNUT/WHITE NAME PLATE; 10 GOLD/BLACK NAME PLATES	81.95
7315	9/26/2018	[2405] FORTUNA ACE HARDWARE	FOUR 60# QUIKRET CONCRETE MIX, BLUE SHOP TOWELS 2 PK, ACME DELUXE 5 GAL GRID; ROLLER COVERS; BOLTS, TWO 1X4X16 DOUGLAS FIR	80.95
7316	9/26/2018	[6493] SCOTT J GUY	MILEAGE, LODGING & MEALS REIMBURSEMENT TO ATTEND WATER DISTRIBUTION TEST	343.80
7317	9/26/2018	[2437] HACH	AS950 PORT COMP, 115V, 2.5 GAL POLY	4,781.83
7318	9/26/2018	[2485] INDUSTRIAL ELECTRIC	REMOVE,REPLACE & CHANGE OUT SEALS ON 2 GEAR BOXES;	4,617.13
7319	9/26/2018	[5942] KEENAN & ASSOCIATES	HEALTH INSURANCE FOR OCTOBER 2018	18,975.32
7320	9/26/2018	[6510] ANDRES T LOPEZ	CLOTHING ALLOWANCE REIMBURSEMENT	97.64
7321	9/26/2018	[6509] VICTOR H LUNA SAAVEDRA	MILEAGE, LODGING & MEALS REIMBURSEMENT TO ATTEND WATER DISTRIBUTION TEST	441.17
7322	9/26/2018	[5689] MENDES SUPPLY COMPANY	THREE CASES PAPER TOWEL ROLLS; TWO CASES TOILET TISSUE	322.21
7323	9/26/2018	[5968] MOBLEY CONSTRUCTION	REPAIRS BEHIND THE POST OFFICE	9,760.00
7324	9/26/2018	[2569] NORTH COAST LABORATORIES, INC.	COLIFORM QUANTI-TRAY, TOTAL COLIFORM BACTERIA 3X5	90.00
7325	9/26/2018	[6100] NORTHERN CALIFORNIA GLOVE	38 PAIR GLOVES; 1 BOX RESPIRATORS; SAFETY VEST; 1 BOX EAR PLUGS	469.58
7326	9/26/2018	[4393] NYLEX.net. Inc.	APC BATTERY BACKUP	258.01
7327	9/26/2018	[2655] RENNER PETROLEUM	5 GAL SYNCON R&O OIL	238.21
7328	9/26/2018	[2709] STAPLES DEPT. 00-04079109	AT A GLANCE PLANNER; JUMBO PAPER CLIPS; OIC LETTER SIZE HANGING FILE FRAME POST-IT STICKY NOTES; SORTKWICK FINGERTIP MOISTENER	80.63
7329	9/26/2018	[6373] THATCHER COMPANY, INC.	SODIUM BISULFITE 25% & CONTAINER DEPOSIT	993.00
7330	9/26/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 9/14/18	5,358.60
733:	9/26/2018	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR OCTOBER 2018	350.76
733:	9/26/2018	[2779] WILDWOOD SAW	BLADES; AIR FILTER, TWO .105 STIHL PREMIUM LINE, 2 DIAMOND EDGE TRIMMER LINE	140.75

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Ref#	Date	Vendor	Description	Amount
7333	9/26/2018	[2787] WYCKOFF'S	TWIST LOCK GND 4 WIRE, 5 ' - 2" FLEX PVC PIPE; 5' - 1 1/2" FLEX PVC PIPE; 5' 1 1/4" FLEX PVC PIPE	75.18
7334	9/26/2018	[4310] CAMERON D YAPLE	CLOTHING ALLOWANCE REIMBURSEMENT	97.64
Total Checks/Deposits				**564,817.60**

Ref#	Date	Vendor	Description	Amount
5014080	9/10/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 08/31/2018	-11,235.34
169-216	9/10/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 08/31/2018	-2,284.60
663085	9/11/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR SEPTEMBER 2018	-534.18
9424181	9/17/2018	WITHDRAWALS	BANK ANALYSIS FEE FOR SEPTEMBER 2018	-146.12
1000104110	9/19/2018	WITHDRAWALS	DEPOSITED ITEM RETURNED	-145.13
1000101364	9/19/2018	WITHDRAWALS	DEPOSITED ITEM RETURNED	-150.72
5217894	9/24/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 09/14/2018	-11,417.76
587-328	9/24/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 09/14/2018.	-2,332.35
1000101309	9/26/2018	WITHDRAWALS	DEPOSITED ITEM RETURNED	-470.44
1000101300	9/27/2018	WITHDRAWALS	DEPOSITED ITEM RETURNED	-128.41
Total EFT's/Bank Withdrawals				**-28,845.05**

Ref#	Date	Vendor	Description	Amount
TRX TO PR	9/4/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 08/31/2018	-29,490.79
TRX TO PR	9/18/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 09/14/2018	-30,732.11
Total Transfer Between Accounts				**-60,222.90**

Staff Update – 2018-10-16

City Council

City Manager

Worked with staff from the City, County and Danco to produce Permanent Supportive Housing brief.

Ewaste collection event held on September 29th There were 66 total attendees and 56 of those were people that live inside zip code 95562. This year, we collected 54 CRT and 34 flat screens while last year we collected 85 CRT and 59 flat screens. 45 of the 66 attendees also had mixed e-waste.

CRT lbs	3961
FSD lbs	922
E-waste	1848

Installation of the 4th Dan McCauley artwork piece.

Work on Library relocation options, attend BOS meeting

Work on Local Hazard Mitigation Plan Update

Flagpole repaired

Discussions with county consultant on Potter Valley Project auction. County to give Rio Dell presentation on November 6th.

City Clerk

Processed four (4) Building Permits during the previous two week period:

1) 64 Davis St. – Residential Remodel
2) 1000 Pacific Ave. – Shower/Tub Combo
3) 509 Wildwood Ave. – Sewer Lateral
4) 111 Creek St. – Replace Tub/Shower Combo & Install 2 Ceiling Fans

Processed two (2) Encroachment Permits:

1. 610 Belleview Ave. – Water line extension for new service

2. 375 Ogle Ave. – Post Office installing a new Neighborhood Box Unit (NBU)

Completed Quarterly Building Permit reports for various agencies.

Transcribed minutes from the September 25, 2018 Planning Commission meeting.

Transcribed minutes from the October 2, 2018 City Council meeting.

Completed and submitted application to Rio Dell School District for use of facilities and obtained required Certificate of Insurance.

Worked with Nylex to resolve issues related to audio recordings of meetings.

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

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 September 26 to October 9, 2018. This period of time saw a normal number of calls for service, but fewer incidents requiring reports or arrests.

Officer	Calls for Service	Reports	Arrests
Conner	34	5	1
Beauchaine	25	10	4
Carnahan	8	4	0
Totals	72 (5 unassigned)	19	5

During the period of September 26 to October 9, 2018, the Department opened one new case dealing with abandoned or junk vehicles. During the same time period, the Department closed two cases. In both situations, the vehicles were moved by their owners.

During the period of September 26 to October 9, 2018, there were three calls for service related to animal control issues. Four kittens were transported to Miranda's Rescue.

On September 30, 2018, Sergeant Beauchaine responded to a robbery that had just occurred in the City. Two teenagers from Sacramento had arranged to buy marijuana and before the transaction was completed, one of the young men pulled a gun and stole the marijuana. Sergeant Beauchaine passed this information on to the Highway Patrol. Two officers spotted the car driven by the teenagers and pulled it over near Redway. They located two, stolen handguns; the five pounds of marijuana; and a large amount of cash. Sergeant Beauchaine responded to their location and took the two into custody. One young man was booked into the jail while the other was booked into Juvenile Hall.

On October 4, 2018, Officer Carnahan responded to a unwanted subject armed with a knife on Fourth Avenue. He contacted the woman, but she was unable or unwilling to communicate. Officer Carnahan requested additional units and Sergeant Beauchaine and an officer from the Fortuna Police Department arrived. As the woman was still refusing to respond to all attempts at communication, Sergeant Beauchaine used the Department's ballistic shield in an innovative method to disarm the woman. After a brief struggle, she was detained and taken to Humboldt County Mental Health for an evaluation.

On October 5, 2018, a Rio Dell Police Department officer responded to Scotia to assist the Sheriff's Department with a suicidal subject armed with a shotgun and a bottle of whiskey. The Sheriff's office used a PA system to call the man out his residence when they could not reach him by phone. He complied and was detained without further incident. He was also transported to Humboldt County Mental Health for an evaluation.

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park

Construction underway on Northwestern Avenue water line.

Council Priority Areas

Street Work

Continued work on ATP project – 60% design is finished

River Access

Habitat Parcel

Code Enforcement

Access Humboldt

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

October 16, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion on Possible Permanent Supportive Housing Project

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive the presentation
Open for public comment
Provide direction to staff, if any.

BACKGROUND AND DISCUSSION

Attached is a briefing paper and FAQ on the proposed Danco Permanent Supportive Housing Project in Rio Dell.

The item has been discussed on the following dates related to this project:

- June 5, 2018 Regular Meeting – Community Development Director gave update on DanCo project.
- August 7, 2018 Regular Meeting – Agendized item on project.
- August 16, 2018 Special Meeting – Special meeting on project.
- September 4, 2018 Regular Meeting – Discussion on library and Danco option.
- October 2, 2018 Regular Meeting – Agendized item on project.

Staff has been in contact with representatives at Danco regarding a proposed low-income Permanent Supportive Housing project proposed for a vacant lot near Rigby and Center streets. Staff has responded to a questionnaire from the California Tax Credit Allocation Committee as well as inquiries from the developer. At this time, no official proposal has been submitted to the City. The City Attorney has also provided a memorandum dated August 14, 2018 for the Council's confidential review.

Attachments:

1.) Briefing Paper and FAQ on Danco's Proposed Permanent Supportive Housing Project

///

Briefing Paper and FAQ

Danco's Proposed Permanent Supportive Housing Project in Rio Dell

For the meeting of October 16, 2018

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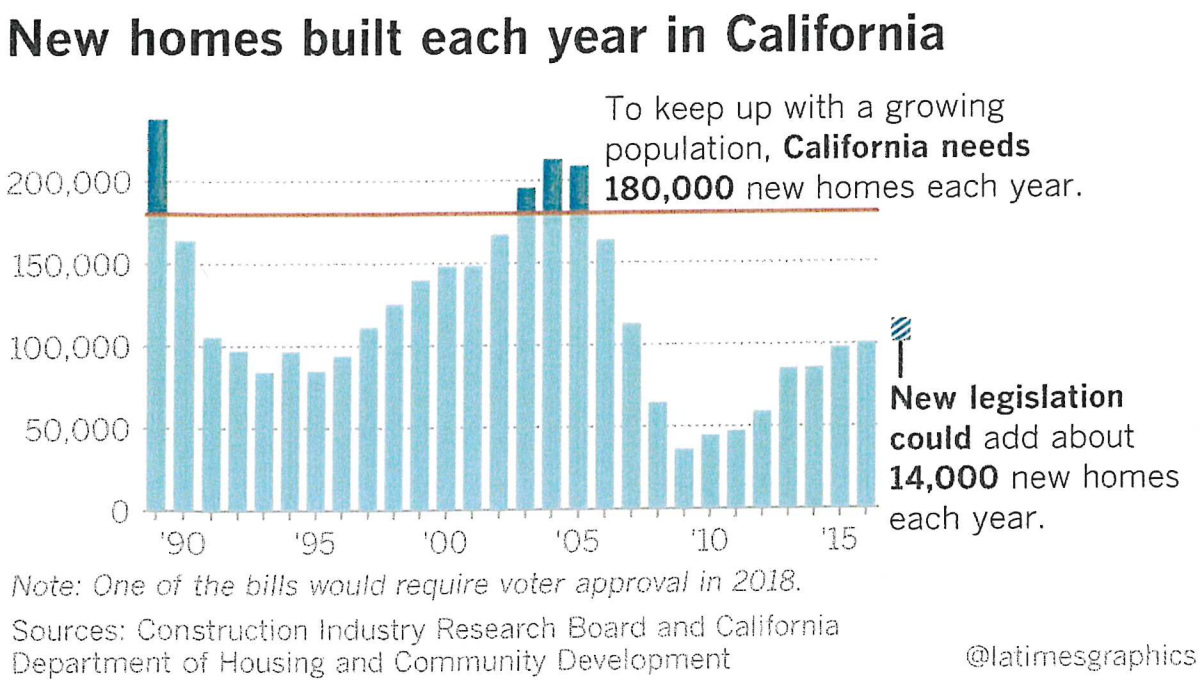
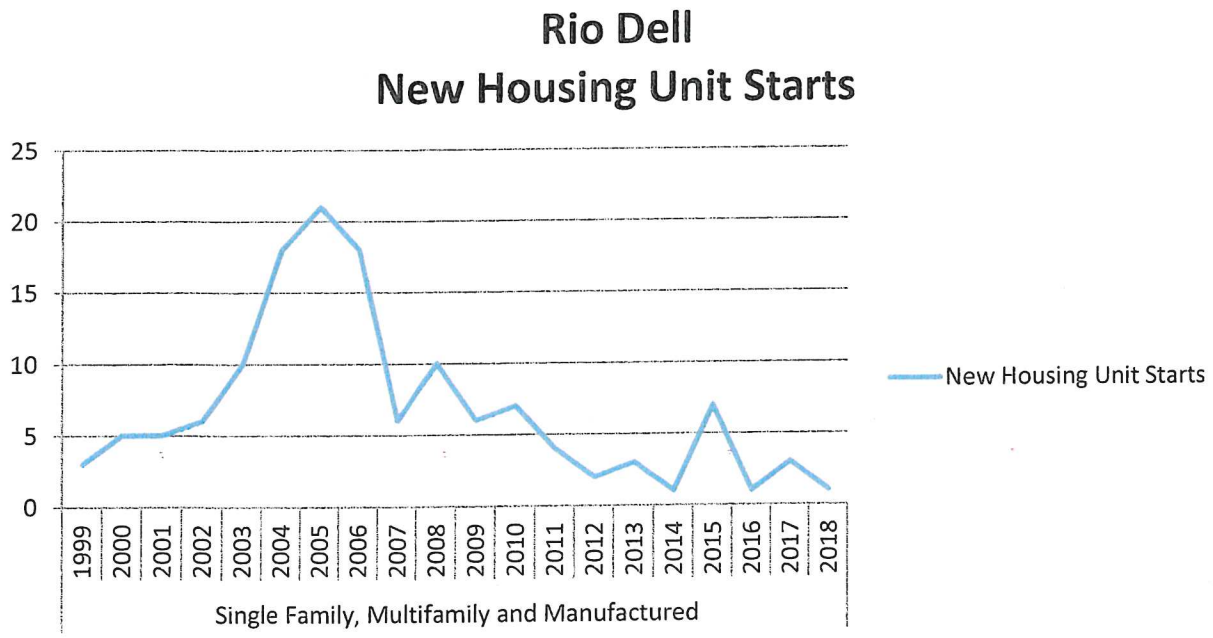
The Housing Crisis

Construction of new housing across California has slowed post-recession. This trend is mirrored in Rio Dell where since 2010 the average number of new units is 2.75, a figure propped up by one single subdivision located at Hilda Court.



Statewide LA Times graph above, Rio Dell specific graph below.



What is NIMBY?

NIMBY stands for "Not-In-My-Back-Yard." Historically local governments have had a wide array of discretion to approve or deny building permits and regulate local land use. This has often led to the denial of unpopular or controversial projects. Since 2008 and SB-2 (originally referred to as the "Anti-NIMBY Law") the State Legislature and Governor have approved legislation curtailing this local discretion and curtailing "NIMBYism."

Changes in Housing Law

Facing **a statewide housing crisis** and the elevation of the plight of homeless throughout California, the State legislature has acted over numerous years to pass various pieces of housing legislation.

For over ten years now, the State has generally moved to:

- Spend more tax dollars on housing, particularly for low-income housing.
- Make it easier for developers to build housing, particularly low-income housing.
- Force cities to plan for more housing, particularly low-income housing.
- Move to penalize cities that say no to housing, particularly low-income housing.
- Generally **remove local control from cities related to housing** and limit a city's discretion to stop or delay housing projects, particularly low-income housing.

California State Law imposes a clear mandate to remove land use barriers to Permanent Supportive Housing (PSH). SB 2, the Housing Accountability Act (first referred to as the "**anti-NIMBY law**") effective January 2008, amended the state's housing element law to specify that PSH is considered a residential use and may only be subject to those restrictions and requirements that apply to other residential uses of the same type in the same zone. This means that PSH projects must be allowed to be built in any zone that allows a multifamily dwelling use, without needing separate discretionary review. SB 2 also amended the Housing Accountability Act to include **PSH as a protected use, meaning that jurisdictions have limited basis to deny Permanent Supportive Housing projects.** State Law also provides for approval streamlining for PSH projects through SB 35, effective January 2018. This bill requires local jurisdictions to approve housing development projects through a ministerial process provided that the City is not currently meeting its Regional Housing Needs Assessment (RHNA) goals for that income category.

In the City of Rio Dell, this would apply to residential projects with 100% of the units restricted to lower income households, including Permanent Supportive Housing.

Legislative changes have ramped up in recent years as well. Just in the last year, Governor Brown signed:

- ✓ SB2 by Sen. Toni Atkins, D-San Diego, establishes a permanent funding source for affordable housing through a $75 fee on real estate transaction documents. The fee is capped at $225 per transaction and exempts real estate sales. The fees would generate roughly $250 million a year, which would be split among state and local housing programs.
- ✓ SB3 by Sen. Jim Beall, D-San Jose, authorizes $4 billion in general obligation bonds for affordable housing programs and a veterans' homeownership program. SB3 will be up for approval by voters in November 2018. This is otherwise known as **Proposition 1** on the November 6, 2018 ballot.
- ✓ SB35 by Sen. Scott Wiener, D-San Francisco, streamlines the approval process for infill developments in local communities that have failed to meet their regional housing needs.
- ✓ SB166 by Sen. Nancy Skinner, D-Berkeley, ensures that cities maintain an ongoing supply of housing construction sites for residents of various income levels.
- ✓ SB167 by Skinner and AB678 by Assemblyman Raul Bocanegra, D-Pacoima (Los Angeles County), increase the standard of proof required for a local government to justify a denial of low- and moderate-income housing development projects.
- ✓ SB540 by Sen. Richard D. Roth, D-Riverside, streamlines the environmental review process for certain local affordable housing projects.
- ✓ AB72 by Assemblymen Miguel Santiago, D-Los Angeles, and David Chiu, D-San Francisco, strengthens the state's ability to enforce laws that require local governments to achieve housing goals.
- ✓ AB73 by Chiu gives local governments incentives to create housing on infill sites near public transportation.
- ✓ AB571 by Assemblyman Eduardo Garcia, D-Coachella, makes it easier to develop farmworker housing by easing qualifications for the Farmworker Housing Tax Credit.
- ✓ AB879 by Assemblyman Tim Grayson, D-Concord, authorizes a study of local fees charged to new residential developments that will also include a proposal to substantially reduce such fees.
- ✓ AB1397 by Assemblyman Evan Low, D-Campbell, makes changes to the definition of land suitable for residential development to increase the number of sites where new multifamily housing can be built.
- ✓ AB1505 authorizes cities and counties to adopt an inclusionary ordinance for residential rental units in order to create affordable housing. By Chiu, Sen. Steven Bradford, D-Gardena (Los Angeles County), and Assemblymen Richard Bloom, D-Santa Monica, and Todd Gloria, D-San Diego.
- ✓ AB1515 by Assemblyman Tom Daly, D-Anaheim, allows housing projects to be afforded the protections of the Housing Accountability Act if the project is consistent with local planning rules despite local opposition.

- ✓ AB1521 by Bloom and Chiu gives experienced housing organizations a first right of refusal to purchase affordable housing developments in order to keep the units affordable.

Most recently the Governor has signed:

SB167, AB678 & AB1515 which beefs up the existing law by making it easier for developers to prove a city acted in bad faith when denying a project, and by upping a city's **penalty to $10,000** per unit rejected.

AB72 gives the State housing department more authority to investigate cities that do not follow through with housing plans and the referral of these agencies to the Attorney General for possible legal action.

AB2162 Supportive Housing Use "By Right" requires supportive housing to be considered a use "by right" in zones where multifamily and mixed uses are permitted. **The law requires a local government to approve, within specified periods, supportive housing developments that comply with these requirements.** The law prohibits the local government from imposing any minimum parking requirement for units occupied by supportive housing residents if the development is located within a half-mile of a public transit stop.

AB686 Affirmatively Further Fair Housing requires a public agency to administer its programs and activities relating to housing and community development in a manner to affirmatively further fair housing and not take any action that is inconsistent with this obligation. "Affirmatively furthering fair housing" means, among other things, "taking meaningful actions ... that overcome patterns of segregation and foster inclusive communities" and "**address significant disparities in housing needs** and in access to opportunity." Additionally, an assessment of fair housing practices must now be included in upcoming housing elements.

What Action Can Individuals Take?

Do you support or oppose Anti-NIMBY legislation? Do you support or oppose the DANCO project for Rio Dell?

Contact your state and federal representatives and regulators to voice your opinion:

Governor Jerry Brown

Governor Edmund G. Brown
c/o State Capitol, Suite 1173
Sacramento, CA 95814

Phone: (916) 445-2841
Fax: (916) 558-3160

Senator Mike McGuire

Eureka Office:
1036 5th St., Suite D
Eureka, CA 95501

Phone: 707-445-6508
Fax: 707-445-6511

Assemblyman Jim Woods

Humboldt/Del Norte/Trinity:
1036 5th Street
Eureka, CA 95501

Tel: (707) 445-7014
Fax: (707) 445-6607

California Tax Credit Allocation Committee

Tel: (916)654-6340

Congressman Jared Huffman

Eureka District Office
317 Third Street
Suite 1
Eureka, CA 95501

Phone: (707) 407-3585
Fax: (707) 407-3559

Need Additional Information on State Law?

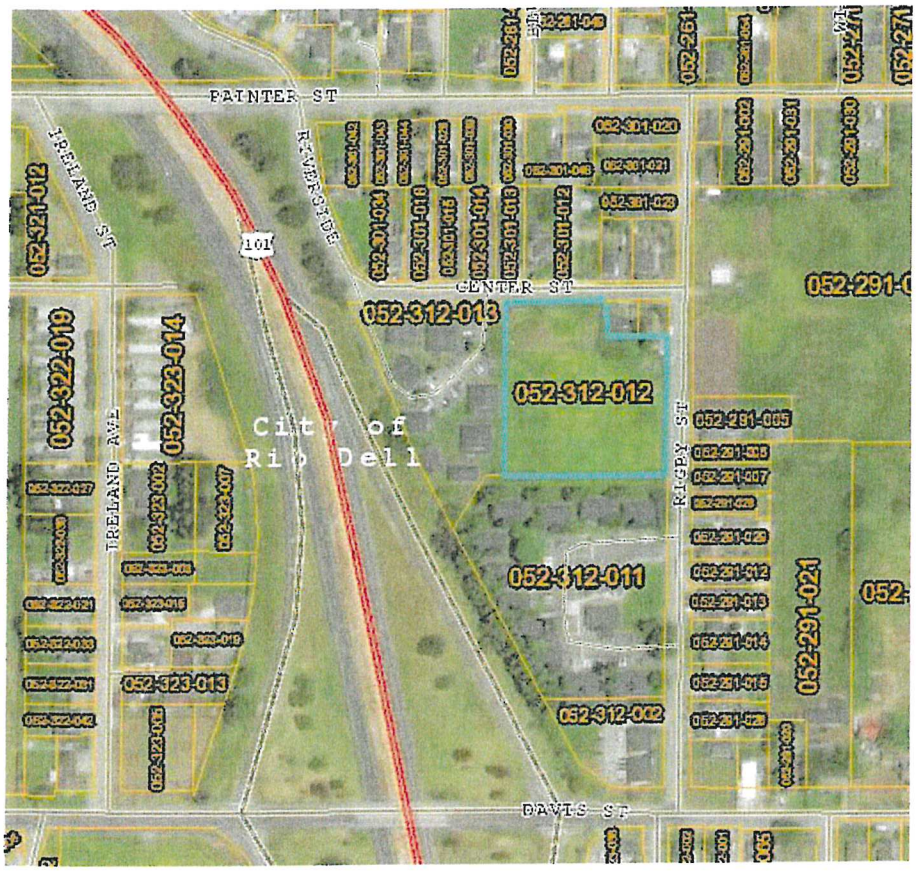
http://www.hcd.ca.gov/policy-research/lhp.shtml#summary

Interested in Volunteering for the 2019 Homeless Point-in-Time Count?

Call Robert Ward at (707) 441-5028.

DANCO Project Location

The project is expected to be proposed for the corner of Rigby and Center streets, east of US Highway 101.



What is Permanent Supportive Housing?

Permanent Supportive Housing (PSH) is a model that combines low-barrier affordable housing, health care, and supportive services to help individuals and families lead more stable lives. PSH typically targets people who are homeless or otherwise unstably housed, experience multiple barriers to housing, and are unable to maintain housing stability without supportive services. This model has been shown to not only impact housing status, but also result in cost savings to various public service systems, including health care. – Definition from the National Healthcare for the Homeless Council.

DANCO Permanent Supportive Housing Project

Much of the following information was included in DANCO's Market Study submitted to the State.

Rio Dell Permanent Supportive Housing is proposed to be built on a vacant piece of land that is bordered to the east by Rigby Avenue and to the north by Center Street, in the city of Rio Dell, Humboldt County. On the west and south sides of the property there are multi-family residential and miscellaneous residential uses. To the south of the site is a 49 unit low income family development and to the west is a 24 unit low income senior housing development. The project area consists in 2.26 acres. The zoning of this project is Residential Multifamily.

The target population is low income people in need of permanent supportive housing, including homeless veterans and seniors, and people with mental illness and/or substance abuse problems. According to the Department of Health and Human Services, 46% of Rio Dell's population qualifies for the proposed housing.

PROJECT SUMMARY

The proposed project, Rio Dell Permanent Supportive Housing, is designed based on the pocket neighborhood concept. The project includes 25 cottage style residential units with a manager's unit and common structures. The design is approached with a focus on the respect to the functional and social needs of the residents, including the principles of neighborly behavior along with accessibility and Universal Design. Special attention is given to the following vision and goals:

- Attractive and dignified living opportunities
- Independent living with neighbors
- Welcoming and safe, layering of public to private
- Within the context of neighboring buildings both in scale and material expression
- A fresh & positive environment, vibrant landscaping and textures
- Vernacular and economical, with special areas of interest & artistry
- Sustainability is evident and celebrated

BUILDING TYPOLOGY, UNIT MIX, AND COMMON SPACES

Composed of 28 total buildings, the complex is laid out in a way to create a neighborhood with common open areas leading to private open areas and entrances to each unit. It is not part of a phased project, and will be completed all as one construction contract. All construction is one story. There are 22 one-bedroom units and 4 two-bedroom units. One of the two-bedroom units is reserved for the on-site manager and is located near the main Common Building.

In addition to the manager's office and dwelling units, a main common building, at over 2,000 square feet, will contain support facilities such as a residential style common kitchen near a gathering area for group meetings, an exercise room, four individual counselor rooms, a bed-

bug station room, storage, and outdoor gathering area for barbecues. A 440 square foot common building will house laundry, utilities and additional storage.

MARKET AREA

The Primary Market Area (PMA) for the subject property in Rio Dell comprises five ZIP Codes in Humboldt County, California – Rio Dell, Scotia, Fortuna, Hydesville, and Loleta. The area also includes several other small communities that lie along the US Route 101 corridor. All areas within the PMA are an easy drive to the subject site – at most about a 15-minute drive away.

FAQ 1

Frequently Asked Questions

The following 15 Questions were responded to by DANCO at the August 16, 2018 Council Meeting

1. How will tenants be selected? How can the City or community be involved in that process? Will there be a way to prioritize existing Rio Dell residents?

"The primary market area for the facility will be residents from Rio Dell, Scotia, Fortuna, Hydesville and Loleta. However, tenant selection is governed by Fair Housing Act of 1968 in that the tenants are eligible for housing on a first come first serve basis. DANCO keeps a running waiting list and each person will be given an opportunity for underwriting as they work through the list (all government assisted housing is operated the same way). An applicant can only make their spot on the list after they fill out a complete application and that application is received on site or at our main offices. Those applications are date and time stamped and they then go on the list for underwriting. For this particular complex the residents will have to "income qualify" in that they will have to have incomes at or below 40% AMI and they will have 'to qualify. In addition to the income they will have to meet the criteria of being in need of permanent supporting housing including homeless, veterans, seniors and persons with mental illness."

2. Please describe how the complex will collect rent i.e. where does the rent come from? If through DHHS, are we talking about Medi-Cal? Private Medical Insurance? Or, other?

"The Department of Health and Human Services (DHHS) has a contract with the property ownership entity to pay fair market value of rent for each of the units for a period of 20 years. They will use a combination of the residents income to pay for a portion of that rent (depending on their situation using the HUD rule of 30% 'for housing) and pay for the difference with their housing resources."

3. If there are any mental health outpatients at the facility, will the security guards be specially trained to deal with mental health clients?

"There may be persons with mental health issues. All of our staff will have specific training around residents with special needs and each person who has a special need will have a case worker assigned to them through DHHS."

4. Will tenants be allowed to possess guns or other weapons while living in the facility?

"All residents fall under the same Constitutional rights as any other citizens of the US. There are House Rules however that specifically address fire arms and are addressed in item 41 of the House Rules. Below is a copy of the applicable section of the House Rules."

All firearms in the possession of a resident, guest or service provider must be licensed and carried in accordance with state and local laws. The use of any type of weapon, firearm, or dangerous object is strictly prohibited within the boundaries of the property. This includes, but is not limited to:

- *Shotguns, handguns, pistols, rifles, etc.*
- *Ammunition of any type*
- *Pellet guns, B.B. guns, air guns (pistols, rifles, etc.), of any type*
- *Archery equipment (bows, arrows, targets, etc.)*
- *Any and all types of sling shots or any device that could shoot a projectile*
- *All sharp edged or pointed objects (i.e., knife, sword, etc.) used with the intent to threaten, intimidate, or harm another.*
- *Any and all types of explosives, fireworks, and flammable/explosive chemical(s) including, but not limited to, propane tanks, charcoal, and lighter fluid*
- *Any other type of instrument, object, and/or material that may be deemed a weapon when used with the intent to threaten, intimidate, or harm another. The illegal possession of weapons by a resident, a resident's service provider or a resident's guest is prohibited and constitutes a material lease violation.*

5. Do you have examples of other facilities that will be run like the one proposed for Rio Dell (not just look like the Rio Dell facility)?

"The following link is what we have modeled our Eureka and Rio Dell facilities like. The look is obviously different, however the program is similar."
http://www.mercyhousing.org/california/mather-veterans-village

6. Will tenants have a criminal background check?

"All residents have a full background check."

7. Will tenants be screened for Megan's law?

"Part of the background check."

8. How do the operations of this facility compare to the Serenity Inn in Eureka?

"It is nothing like the Serenity Inn. The Serenity Inn is a low income drug and alcohol rehab program that has very little funding. The Rio Dell project is not a drug and alcohol program. The Rio Dell project is permanent supportive housing."

9. Is Danco or DHHS in charge of placement of tenants?

"DANCO's Property Management Company is the ultimate decision body to determine if the residents will be accepted and/or evicted."

10. Why is a bed bug machine room specifically included in the project description? Is this population transient (i.e. staying for short periods of time, less than 90 days)? How long do you think the average tenancy will be? Will DHHS determine the length of tenancy?

"Some of the residents will have been previously homeless and as a precautionary measure, in case residents come in off the streets we can require that their things to go through the bed bug machine room to prevent the spread of bud bugs throughout the facility. This is not temporary housing, this is permanent supportive housing the residents can stay as long as they pay rent, meet the house rules and wish to continue occupancy."

11. How will the project mitigate the impact on City services, for example police services?

"DANCO will have on-site security and enforce the House Rules. If residents are breaking the law we will rely on Police services to step in and enforce just like any other home or multifamily development in the community."

12. It sounds like the tenants at this facility will need services that are generally only available in Eureka or possibly Fortuna. Is it wise to even place this facility in Rio Dell where there are almost no services?

"The project includes in-house counseling, job coaching and life skill services. In addition, the Rio Dell Community Resource Center operated by the St. Joseph's Health Care System also provides services to the community. The project also includes transportation services to the residents should they need to go to Eureka or Fortuna. There is a large need for low income housing throughout the County, including the Primary Market Area (Rio Dell, Scotia, Fortuna, Hydesville and Loleta). We would not be proposing a project if there wasn't a need."

13. What is the difference between what DANCO proposed about 5 years ago, to the current proposal?

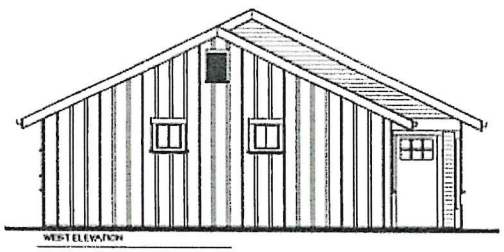
"Five years ago the project was for low income seniors exclusively and didn't include permanent supportive services. The project now allows any low income residents."

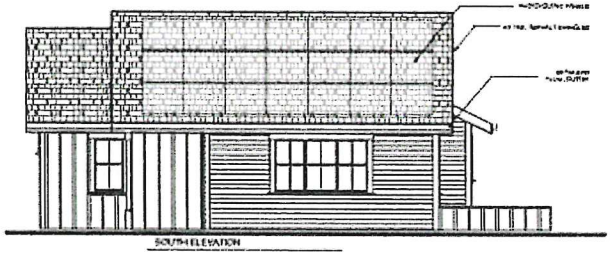
14. Will children be housed at this facility and how will they be protected?

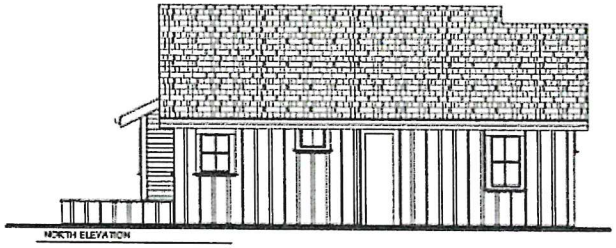
"Families are allowed provided they income qualify. However, it is unlikely that families will reside at the supportive housing project. The project provides independent living. Like any other housing available for families, residents are responsible for their children."

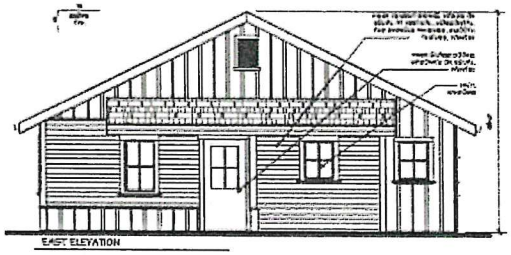
15. Will the City be provided a list of tenants?

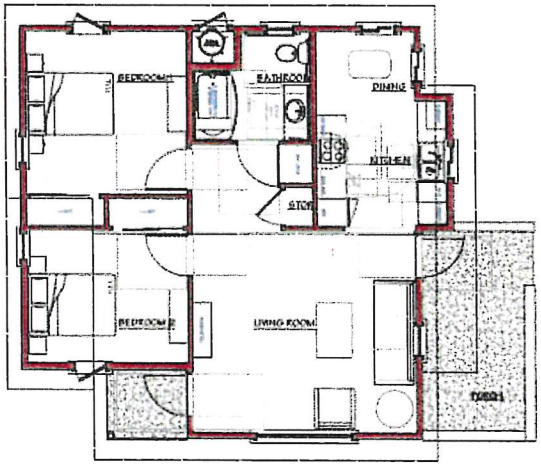
"The City is welcome to see the list of current residents at the facility at anytime they want to stop by and review it. This will be public information and available upon request."



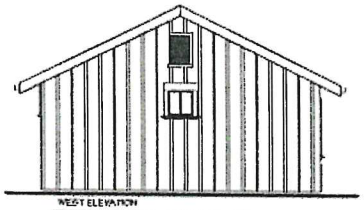


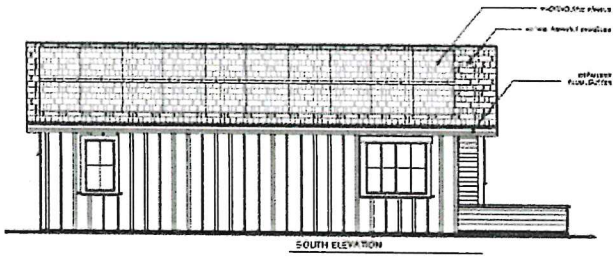


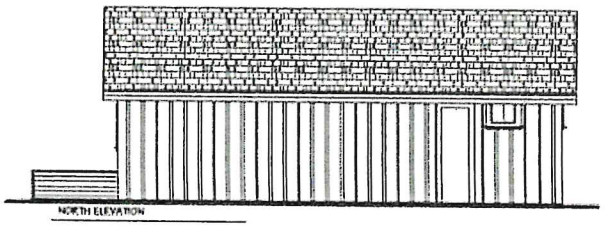


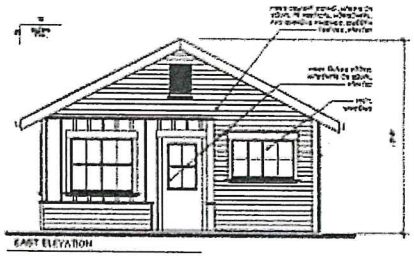


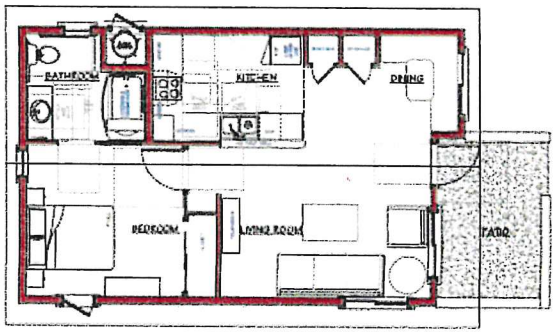
UFAS UNIT - TWO BEDROOM (830 S.F.)











UFAS UNIT - ONE BEDROOM (616 S.F.)

FAQ 2

Frequently Asked Questions

The following 31 Questions were responded to by DANCO for the October 16, 2018 Council Meeting

Questions from October 2, 2018 CC meeting related to Danco Supportive Housing Project

1. **Does new legislation focus on providing more low-income housing or homeless Housing?**

"Yes, very much so. There are 5 ballot measures to provide additional funding for additional housing as well. These are Nationwide issue that everyone is working to address."

2. **What is the homeless population in Rio Dell?**

"Unknown. Next PIT Count is last week of January 2019."

3. **Will the need for transit services affect amenities offered to homeless?**

"Services for DHHS clients will be provided on site and transportation is available to DHHS clients should they require services outside of Rio Dell."

4. **Does the City have a plan to make the homeless become productive members of Society?**

"The DHHS clients housed here are usually receiving disability payments because the State or Federal government has determined they are unable to work. The DHHS housing programs feature community integration and encourage residents to volunteer to improve their communities and lives."

City Note: Responsibility for the indigent is ultimately held by the County and State of California. The City lacks the resources to run social programs.

5. **How have these types of programs benefited other communities?**

"Affordable housing benefits communities by providing decent housing and amenities."

6. **If this project is so great, why does it need to be fenced with 24 hour security guards?**

"The project is fenced to provide oversite on who is coming and going . Security needs will be assessed as the need presents itself."

7. **Why weren't citizens allowed to vote on whether to allow the facility in Rio Dell?**

"It's not a votable issue. We are building a multifamily project and it doesn't matter if the residents were previously homeless or at risk of homelessness. A person's housing status or previous housing status is not something that is governed any more than someone whom previously lived in New York City or drives a Toyota pickup."

8. Why will it cost $300,000 to build a one-bedroom apartment?

"There are multiple costs associated with the project including Land, architecture, construction, finance costs etc.. Average cost per unit of housing in California is 375,000 per unit."

9. Did Danco approach the City to construct the project or did the City approach Danco in attempt to meet the housing needs identified in the Housing Element?

"Danco and the City have been discussing a project at this site since 2009."

City Note: As with any development project, the developer drives the discussion and the project.

10. Are there other ways to meet the City's housing needs under SB 2?

"Do not understand question."

City Note: SB 2 increased the protections for developers interested in building projects like the one DANCO proposes.

11. Is there an accurate number of Section 8 residents in Rio Dell?

"Information may be available from Housing Authority. Housing Authority not connected to this project. This project is not a section 8 project."

12. Why isn't Danco moving forward with the original plan for 24 low-income Senior Cottages?

"The funding wasn't available to build low income senior housing apartments."

13. How will this project affect property values in Rio Dell?

"I have no idea, there have been multiple studies that show that low income housing increases property values because it allows all residents of a community a place to live, work and thrive."

14. What are the qualifications needed to be approved for tenancy?

"All residents are required to be receiving MediCal (Partnership Health Plan). All residents must be approved by Danco's customary rental application process that includes income qualifying and background checks."

15. Is there more need for moderate housing than low-income housing in Rio Dell?

"There is need for housing in most every community in the state."

City Note: The need for housing in Rio Dell crosses all income categories.

16. What is the criteria for background checks and what disqualifies an applicant?

"Applicants are checked for income, previous landlord references, rental history, credit and criminal."

17. Are applicant's drug tested?

"No, not because they are simply tenants. It is conceivable that a specific tenant may be required to test by an agency working with them but such testing is not required for tenancy."

18. Can residents of the facility possess firearms?

"In accordance with the US Constitution Americans are allowed to possess fire arms unless their civil rights have been taken for some reason. Danco does have "house rules" regarding firearms."

19. Can Rio Dell residents and mentally disabled persons have priority status, provided they meet the tenant qualifications?

"Applications are accepted on a first come first serve basis and must meet the criteria of income and be receiving medical."

20. What is the process when a tenant breaks the house rules; is it DHHS's responsibility to relocate them?

"If a tenant who is a DHHS client is evicted, it is our responsibility to relocate them and aid in locating other housing."

21. What percentage of the homeless population has mental health issues and will those residents of the facility be confined to the facility or be allowed to come and go?

"According to Point in Time Count done every two years, about 40% of homeless, unsheltered respondents self-report some mental illness. No one will be confined to the facility which is their home and for which they pay rent. This is a residential project, not a jail or hospital."

22. How will visitors coming to the facility be addressed?

"Just as they are in all of Rio Dell. Danco does have some house rules about number of visitors and length of stay and behavior not disturbing other residents. All visitors will be checked in at the front desk and have to walk past management to enter. This is one of the reasons for the gated courtyard."

23. What impact will this facility have on the Police Department and will it require an increase in the number of police officers?

City Note: Any housing project of this size or any increase in population will likely lead to an increase in service calls. Such an increase may be offset by a decline in service calls from homeless citizens who are then housed and provided supportive services at this facility.

24. What is the possibility of relocating the facility outside a residential zone, such as the former Eel River Sawmill site?

"This is a residential project and belongs in a residential zone. The property is zoned multifamily and that is exactly what we are building on the property a multi family housing project."

25. What local control does the City have related to stopping the project from moving Forward?

"The City has no authority to stop the project. It is by right. In addition there are many anti-nimby laws in place to prevent jurisdictions and neighbors from stopping low income housing projects and wanting them in someone else's back yard."

26. Since the facility will be in Rio Dell, will the tenants be from Rio Dell?

"They might be but being from Rio Dell is not a requirement. Anyone can live in any community anywhere in the United States as long as you are a citizen. It's a basic right of being a US Citizen."

27. Will DHHS reach out to homeless people and assist them in qualifying?

"DHHS routinely does this all over the County and we assist with application process when needed."

28. Can the housing be targeted for southern Humboldt residents from Loleta south as mentioned in Danco's response?

"The housing is open to applicants at a first come first serve basis."

29. Do applicants need to be receiving some sort of State assistance to be eligible for Housing?

"Applicants must be receiving MediCal to be eligible."

30. Do applicants need to go through DHHS to be referred to Danco or can they go directly to Danco to apply for housing?

"DHHS clients that will receive a rental subsidy must go through DHHS AND Danco. Others, such as Section 8 certificate holders, may apply directly to Danco. All residents must be receiving MediCal."

31. Did the City or Danco propose that the facility be fenced?

"Danco is proposing that the facility is fenced to give management more control of whom is coming and going and to keep a good pulse and vision of the facility at all times."

ATTACHMENT A

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Construction workers build a single-family home in San Diego. // Mike Blake/Reuters

California's Legal Assault On NIMBYs Begins

SARA LIBBY MAY 9, 2017

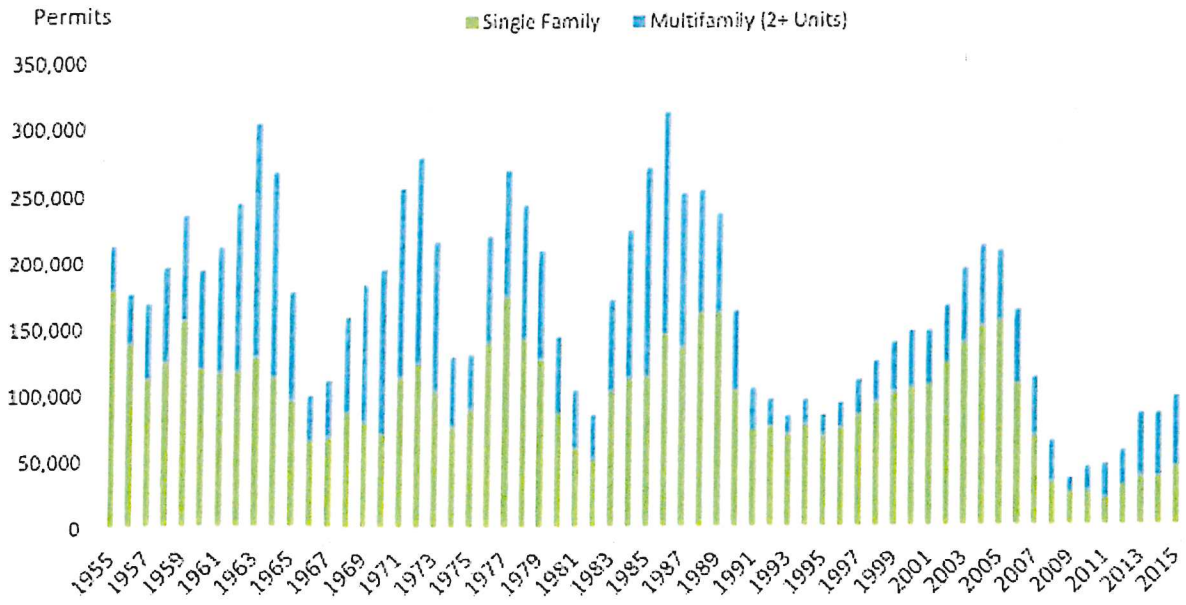
Over 100 bills aim to fix the state's severe housing crisis, including many that would crack down on developers and communities that aren't doing their part.

California Democrats are uniting against a common enemy who they believe is making residents miserable and imperiling the state's future. The target: NIMBYs across the state who continually shoot down new housing projects, and the localities that bend to their will.

There are more than 100 bills before the California Legislature that address the state's housing crisis, and a large share of them would crack down on communities that don't do their part by facilitating the construction of new homes.

A California Department of Housing and Community Development report published earlier this year paints a dire picture: Home ownership rates are at their lowest numbers since the 1940s; homelessness is high. Existing homes cost far too much for low-income and even middle-income residents. But the report focuses most of its attention on the homes that don't exist yet.

"In the last 10 years, California has built an average of 80,000 homes a year, far below the 180,000 homes needed a year to keep up with housing growth from 2015-2025," the report says. "Without intervention, much of the population increase can be expected to occur further from job centers, high-performing schools, and transit, constraining opportunity for future generations."



Annual housing production in California from 1995 to 2015. (Data: Construction Industry Research Board/California Homebuilding Research Reports 2005, 2013, 2015. Graphic: California Housing and Community Development)

Dozens of the solutions floating in the state Legislature aim to address that supply problem, including several that would streamline the process by which housing projects get approved (one, for example, would limit the circumstances in which a special permit could be required to build a granny flat). Others would not-so-subtly make it much harder for local residents and government agencies to block new projects, like by requiring a two-thirds vote for any local ordinance "that would curb, delay, or deter growth or development within a city."

That latter bill epitomizes the frustration many young working people and families have as they try to attain what was once a milestone of adulthood—homeownership—that is now out of reach for even those making decent money. Some of those folks are YIMBYs, or supporters of a "Yes in My Backyard" agenda. "We know that our housing struggles are not the result of impersonal economic forces or lack of individual effort, but derive from bad policy and bad laws that have restricted housing growth for decades," said YIMBY leader Brian Hanlon, co-founder of the California Renters Legal Advocacy and Education Fund, at an April Assembly committee hearing.

California already has several laws on the books aimed at nudging localities to greenlight housing construction. One, the Housing Accountability Act, is even known as the Anti-NIMBY Act. But localities and residents have found ways around them. Many of the current proposals on the table either close loopholes opened by local governments, or add teeth to measures that some cities or neighborhoods have long ignored. A bill to strengthen the Housing Accountability Act, for instance, would even allow a court to authorize punitive damages against cities that act in bad faith. Another would set aside funds specifically for the state attorney general to enforce existing housing laws.

Democratic Assemblyman Richard Bloom, who represents several upscale Los Angeles neighborhoods including Santa Monica and Beverly Hills and who has written a package of housing bills, says many of the solutions that address localities aren't meant to be antagonistic. "I think many in our local communities are very appreciative of clarifications. They recognize that things have gotten out of hand, and they're not the right agencies to provide the clarity that we provide at the state level," he says. "There are times, particularly in a time of crisis, that the state needs to step in and provide a better sense of expectations for local governments."

Many dismiss the individual bills as a drop in the bucket. "But on the

other hand, let's put a drop in the bucket. A drop is better than a drought."

Counterintuitively, some local officials might secretly crave punitive measures, says Dana Cuff, a professor of architecture and urban design and director of cityLAB-UCLA. "Because the most vocal and organized housing cohort is often a conservative one, city councils and local administrators have a hard time fulfilling their obligation in terms of providing more housing," Cuff says. With state enforcement, she adds, "the local administrators will have a means to argue back that they have to do this or they will be punished."

Recommended

Anatomy of a NIMBY
RICHARD FLORIDA
FEB 23, 2017

Why Is Affordable Housing So Expensive?
JOE CORTRIGHT
APR 20, 2017

Other bills being floated, though, are more carrot than stick. One, written by San Diego Assemblyman Todd Gloria, would allow local housing authorities, which typically deal solely in affordable housing, to earmark some units in new projects for middle-income residents. Residents might be less likely to rally against a new project, the thinking goes, if it means their new neighbors will be teachers and firefighters in addition to those receiving housing subsidies.

During the recession, many market-rate projects that had been OK'd were abandoned by cash-strapped developers and converted into affordable housing projects because the government was the only entity doing any building. The community's reception of a market-rate project compared with the same project when it became an affordable housing project was noticeably different, says Gloria, who was a San Diego city council member at the time.

"Whatever reason that might be, it could just be a pure no-growth approach or it could be a true fear of what affordable housing is perceived to be—and it's never what it really is—maybe this [bill] is a way to address that," he says.

It's unclear what the chances for each bill are. Though legislators seem eager to spur more housing construction quickly, some of their allies might not be. Many environmentalists, for example, want new projects to comply with CEQA, the state's landmark environmental law that requires developers to study and possibly mitigate the environmental impact of whatever they build. And developers are never quick to embrace mandates that they include affordable units in their projects.

If the bills do pass, will any of them actually make a dent in what's become a crippling problem all across the state? The *Sacramento Bee*'s Dan Walters recently wrote off the current proposals in the Legislature as "tepid, marginal approaches that would do little to close the gap." Cuff admits many critics dismiss individual bills as a drop in the bucket. "But on the other hand, let's put a drop in the bucket," she says. "A drop is better than a drought."

Smaller, incremental solutions are also more likely to go over well with wary residents, as opposed to sweeping mandates that would never be implemented, Cuff says.

Bloom cautions that even if an explosion of housing production suddenly takes off, it will still take a long time for it to make a meaningful impact. Lawmakers also need to focus on solutions that can take the burden off of residents right away, he says, such as repealing certain restrictions on rent control.

"Even if I waved a magic wand today and we were to double our current housing production around the state, it would take us a minimum of 10 years to catch up," he says. "I think that we need to give thought to the circumstances that tenants are facing today and see if there isn't a way in which we can provide some immediate relief."

More from CityLab:

Meet the 'New Urban Luddites'

For Urban Preservationists, Six Big Saves

The New Suburban Crisis

Gov. Brown just signed 15 housing bills. Here's how they're supposed to help the affordability crisis

By Liam Dillon

Sep 29, 2017 | 12:00 PM

Gov. Jerry Brown has finalized lawmakers' most robust response to California's housing affordability problems in recent memory.

The "15 good bills" Brown signed into law here Friday morning include a new fee on real estate transactions and a $4-billion bond on the 2018 ballot that together could raise close to $1 billion a year in the near term to help subsidize new homes for low-income residents.

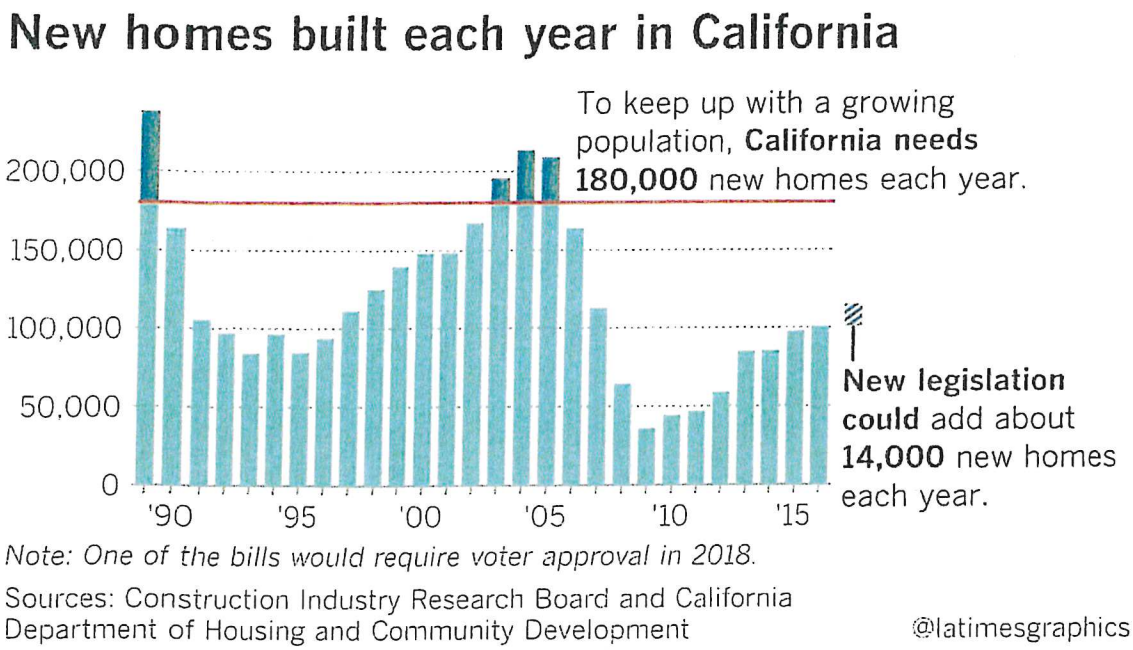
"It is a big challenge. We have risen to it this year," Brown said.

The governor signed the legislation surrounded by lawmakers and advocates at Hunters View, a $450-million project in San Francisco that is redeveloping what was once crumbling public housing into new homes for 700 low- and middle-income families. Speakers at the ceremony hailed the package of bills as a sea change in how the state handles housing issues.

"Today California begins a pivot from a housing-last policy to a housing-first policy," said Sen. Scott Wiener (D-San Francisco), who wrote one of the key measures.

Still, the array of new laws Brown signed Friday will hardly put a dent in the state's housing problems. Developers need to build about 100,000 new homes each year beyond what's already planned, simply to keep pace with California's population growth.

Money from the bond — assuming it's approved by voters in November 2018 — and the new real estate fee are estimated to finance about 14,000 additional houses a year, still leaving the state tens of thousands of units short annually, according to the state and third parties. Moreover, all the bond money could be spent in as little as five years.



Legislators and others in attendance emphasized that this year's package of bills was only the start of what they planned to do on housing.

"We know we have much more work to do," said Assemblyman Richard Bloom (D-Santa Monica), who authored multiple bills in the package. "And we will keep working this issue for as long as we need to."

Here's a rundown of how the bills aim to address different factors that add to the state's housing problems:

Spending more money to build housing, primarily for low-income residents

Most of the money raised by **Senate Bill 2**, the $75 real estate transaction fee, and **Senate Bill 3**, the $4-billion housing bond, would go toward helping pay for the development of new homes for low-income residents, defined as people earning 60% or less of the median income in a given community. So in Los Angeles that means a family of four having a combined income of less than $54,060 a year.

The measures also will go toward new construction to benefit the homeless and farmworkers with a small percentage of money reserved to help pay for middle-class housing construction. For those homes, residents will be able to earn up to 150% of median income in the highest cost areas — that's $135,000 annually for a family of four in Los Angeles, for example.

Both measures include dollars for other efforts besides helping subsidize homebuilding. Half of the money raised in the first year under SB 2 will go to cities and counties to update neighborhood development blueprints and other planning documents. And $1 billion of the housing bond will go toward home loans for veterans.

SB 2 is expected to raise $250 million a year by charging people a $75 starting fee to refinance a mortgage or make other real estate transactions, except for home or commercial property sales. The most anyone can be charged is $225 per transaction. SB 3 will authorize a bond that will be paid back with interest by tax dollars earmarked in the state budget, though the veterans will repay their loans themselves.

Making it easier for developers to build

Housing advocates and academics cite burdensome regulations, including some local governments' lengthy approval processes, as a problem limiting the state's housing growth.

A trio of measures aims to whittle down some of those rules. **Senate Bill 35** forces cities to approve projects that comply with existing zoning if not enough housing has been built to keep pace with their state home-building targets. Such projects must also reserve a certain percentage of homes for low-income residents and pay construction workers union-level wages and abide by union-standard hiring rules.

Assembly Bill 73 and **Senate Bill 540** give cities an incentive to plan neighborhoods for new development. Under AB 73, a city receives money when it designates a particular community for more housing and then additional dollars once it starts issuing permits for new homes. In these neighborhoods, at least 20% of the housing must be reserved for low- or middle-income residents, and projects will have to be granted permits without delay if they meet zoning standards.

SB 540 authorizes a state grant or loan for a local government to do planning and environmental reviews to cover a particular neighborhood. Developers in the designated community also will have to reserve a certain percentage of homes for low- and middle-income residents and the city's approvals there would be approved without delay.

Money to implement both laws could come from the new real estate transaction fee and the bond.

Pushing developers to build and preserve more low-income housing

Because of a 2009 court decision involving a Los Angeles developer, cities are not allowed to force builders of apartment complexes to reserve a portion of their projects for low-income residents. Those policies were called an illegal expansion of rent control.

Now, **Assembly Bill 1505** changes the rules so that cities can once again implement low-income requirements. San Jose already is considering a policy that would force developers to set aside 15% of their projects.

Typically when developers agree to build low-income apartments, that agreement lasts a certain time, often between 30 and 50 years. Afterward, owners of the property can charge market-rate rents. The California Housing Partnership Corp., a nonprofit low-income housing advocate,

recently estimated that 14,000 low-income units in Los Angeles County are at risk of losing their income restrictions in the next five years.

Assembly Bill 1521 requires owners to accept a qualified offer to purchase the apartment complex from someone who pledges to continue renting the homes to low-income residents.

The state now runs a tax credit program giving large banks and other investors incentives to help finance housing for farmworkers. **Assembly Bill 571** expands that effort with an eye toward making it easier for developers to bundle it with other sources to build farmworker housing.

Forcing cities to plan for more housing

Every eight years, cities and counties have to plan for enough new homes to meet state projections of population growth. This process, however, has not led to sufficient housing production to meet demand.

Three new laws expand requirements for cities to plan for housing. **Assembly Bill 1397** forces local governments to zone land for housing where it could actually go, instead of putting sites they don't intend to approve in their housing plan. In one example, La Cañada Flintridge rezoned a big box commercial property for apartments or condominiums, but city officials later told residents any new homes on the site would be almost impossible to build.

Senate Bill 166 makes cities add additional sites to their housing plans if they approve projects at densities lower than what local elected officials had anticipated in their proposals. The goal is to make up for the housing units that weren't built.

Assembly Bill 879 instructs cities to analyze how long it takes developers to actually build their projects once they've been approved, and then take steps to shorten that time.

Penalizing cities that say no to housing

The Housing Accountability Act passed in 1982 prohibits cities from saying no to housing projects that meet zoning requirements simply because they don't like them. But such cases are hard to prove. Three measures, **Senate Bill 167**, **Assembly Bill 678** and **Assembly Bill 1515**, will beef up the existing law by making it easier for developers to prove a city acted in bad faith when denying a project, and by upping a city's penalty to $10,000 per unit they rejected.

Assembly Bill 72 gives the state housing department more authority to investigate cities that don't follow through with their housing plans and refer cases to California's attorney general for possible legal action.

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Stanford Graduate School of Business

https://www.gsb.stanford.edu/insights/affordable-housing-good-neighborhood

Is Affordable Housing Good for the Neighborhood?

Research shows these buildings impact home prices and diversity.
September 15, 2015|by Shana Lynch

In a lawsuit filed in 2008 and elevated to the U.S. Supreme Court this year, nonprofit Inclusive Communities Project sued the Texas Department of Housing and Community Affairs, arguing it supported racial segregation by allocating too many housing credits to develop affordable housing in poorer, predominantly black neighborhoods. The high court sided with the nonprofit in June, returning the case to the lower court.

But new research shows that the housing department may have been on to something. A study by Stanford GSB professors Rebecca Diamond and Tim McQuade shows that affordable housing development could be an effective policy to help revitalize and integrate low-income areas, Diamond says.

The two studied affordable housing projects' impact on the surrounding neighborhoods over a 10-year span, and found that new projects in poorer neighborhoods increased surrounding home prices and reduced crime, while new projects in wealthier neighborhoods drove down home prices and decreased racial diversity.

"Perhaps counterintuitively, if you build in high-minority areas, it will actually attract higher-income homebuyers as well as non-minority homebuyers to the area," McQuade says. "It can actually achieve to some extent a goal of integration."

The Research

Analyzing the effects of affordable housing holds merit, considering what Americans spend on these programs. Each year, U.S. federal, state, and local governments drop more than $97 billion on housing assistance. One such program, the Low Income Housing Tax Credit (or LIHTC) provides developer incentives to build affordable housing. Launched in 1986, the program has funded about a fifth of multifamily developments. Diamond and McQuade analyzed the impact these LIHTC projects had on surrounding areas by pulling data on housing transactions, as well as homebuyer race and income information. They were able to study about 16 million transactions from 15 states around 7,098 LIHTC sites.

The study revealed that an affordable housing project in a low-income region was worth about $116 million to the immediate surrounding neighborhood.

In low-income neighborhoods, where median incomes fell below $26,000, the researchers saw home values appreciate 6.5% within a tenth of a mile of an LIHTC project. Crime rates also fell, and more non-minorities moved into the area, increasing diversity. In higher-income neighborhoods, those with median incomes above $54,000, housing prices declined approximately 2.5% within a tenth of a mile of a project, and segregation increased (the researchers noticed no crime impact).

Why the difference? In many cases, a new building in a poorer neighborhood created a "sort of revitalization effect," Diamond says. "These areas don't tend to have a lot of investment in them. It makes the neighborhood appear more desirable." That, in turn, drew more homebuyers, particularly non-minorities.

On the flip side, wealthier neighborhoods didn't see affordable housing as an attractive amenity. And that impact rippled through the area years after construction started.

"In the high-income areas, you saw a strong housing price drop very locally, and then it radiated outward over time," McQuade says. The price effects remain even after 10 years, Diamond adds.

Furthermore, by aggregating the housing price changes in transactions following a new development, Diamond and McQuade were able to determine how much a project was worth to the surrounding neighborhood — in other words, how much more people were willing to pay to live close to the site, or conversely, how much they'd be willing to lose to move away from it. Their analysis revealed that an LIHTC project in a low-income region was worth about $116 million to the immediate surrounding neighborhood. In higher-income areas, the new building led to a loss of approximately $17 million.

The researchers say that examining neighborhood impact is only one way to analyze affordable housing. Another method would consider personal impact to tenants. For example, another study found moving children from poor neighborhoods to higher-income ones increases their future earnings.

"In terms of the actual people who live in these buildings, it could be better to move them to better neighborhoods," McQuade says. "What we're saying is that the government needs to think seriously about the tradeoff of how much we are benefiting the tenants of affordable housing versus what the effects are on the local neighborhood."

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

October 16, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion on Rio Dell Library and Americans with Disabilities Act

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Provide direction to staff, if any.

BACKGROUND AND DISCUSSION

The Board of Supervisors met on Tuesday October 9, 2018 to discuss the Rio Dell Library. The City Manager will provide an update on this meeting and next steps.

Attachments:

Correspondence with the Board of Supervisors
Architectural rendering of potential City Hall site
Probable estimate of cost

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

October 3, 2018

Ryan Sundberg, Chair
Board of Supervisors, County of Humboldt
825 5th Street, Room 111
Eureka, CA 95501

Dear Chair Sundberg,

On Tuesday, September 25, 2018 the Board of Supervisors met to discuss the issue of an ADA compliant space for the Rio Dell Branch Library. The Board ultimately wanted to explore the concept of a partnership with the City of Rio Dell to place a modular library on the grounds of City Hall. This was in addition to the other options presented by County staff on the 25th.

On Tuesday, October 2, 2018 the City Council of the City of Rio Dell met to discuss options for the library and to consider a partnership with the County on a modular facility on City Hall grounds. The following list of points garnered a 5-0 vote of approval from the City Council.

1. Position on library facility co-locating with a proposed Danco Permanent Supportive Housing (PSH) project: The Council opted to not continue consideration of placing the library on Rigby Street at the proposed PSH facility. Concerns were raised about the location being off of Wildwood Avenue as well as concerns about the compatibility with a potential PSH project. It should be noted that if the library were to be placed at this facility, it would need to go through a Conditional Use Permit process wherein the Council maintains the discretion to approve or deny the library's relocation to this facility. It can be anticipated that the Council would not approve such a permit.

2. Desire to maintain the library on Wildwood Avenue: The Council affirmed its desire for the library facility to be maintained on Wildwood Avenue, Rio Dell's main thoroughfare. Potential locations include:
    a. City Hall Grounds: The City is open to the placement of a modular facility on the grounds. Concerns were raised that many of the City's adjacent facilities, such as parking and the interior bathrooms of City Hall are not currently ADA compliant. Therefore, a modular unit would need bathroom facilities and there are other potential ADA improvements that could be necessary, including a ramp to the sidewalk.

b. Triangle Park (aka Blue Star): The Council also stated that Triangle Park would also be an acceptable location. This park is located to the immediate south of the City Hall property, across Side Street.

c. Downtown Rio Dell at the city parking lot: The Council also stated that locating a modular unit at the City's downtown parking lot would be acceptable. This includes a vacant space immediately adjoining the parking lot at 203 Wildwood Avenue. City staff has asked the property owner of their willingness to lease or sell the space for a modular library and has been told this is a possibility. This site would help infill a portion of vacant downtown commercial space.

3. Acceptability of a modular library: The City Council finds a "High Grade Modular" unit to be acceptable.

4. City financial contribution: The City is willing to waive all permit costs and is prepared to fund $55,125 dollars towards the cost of ADA Path of Travel – a figure identified by the Independent Licensed Architect (ILA) for needed repairs to the path of travel between the current transit stop at Rio Dell City Hall and the frontage sidewalk for City Hall itself. Other costs and project management should be the responsibility of the County.

We appreciate the Board of Supervisor's commitment to maintaining library services in Rio Dell. As you know, Rio Dell has been hit hard by changes in the local economy, including the loss of the County's largest single private employer, Pacific Lumber. Significant improvements have been made and Rio Dell is experiencing the largest investments in its history and our unemployment rate has gone from one of the County's highest (18.3% in 2010) to an unemployment level that during 2017 was lower than the rates for the Cities of Fortuna, Eureka, Arcata and lower than that of the unincorporated county.[1] We want to continue this momentum and retain and improve services and we feel confident that the Board of Supervisors has the same goal.

Sincerely,

Kyle C. Knopp
City Manager
City of Rio Dell

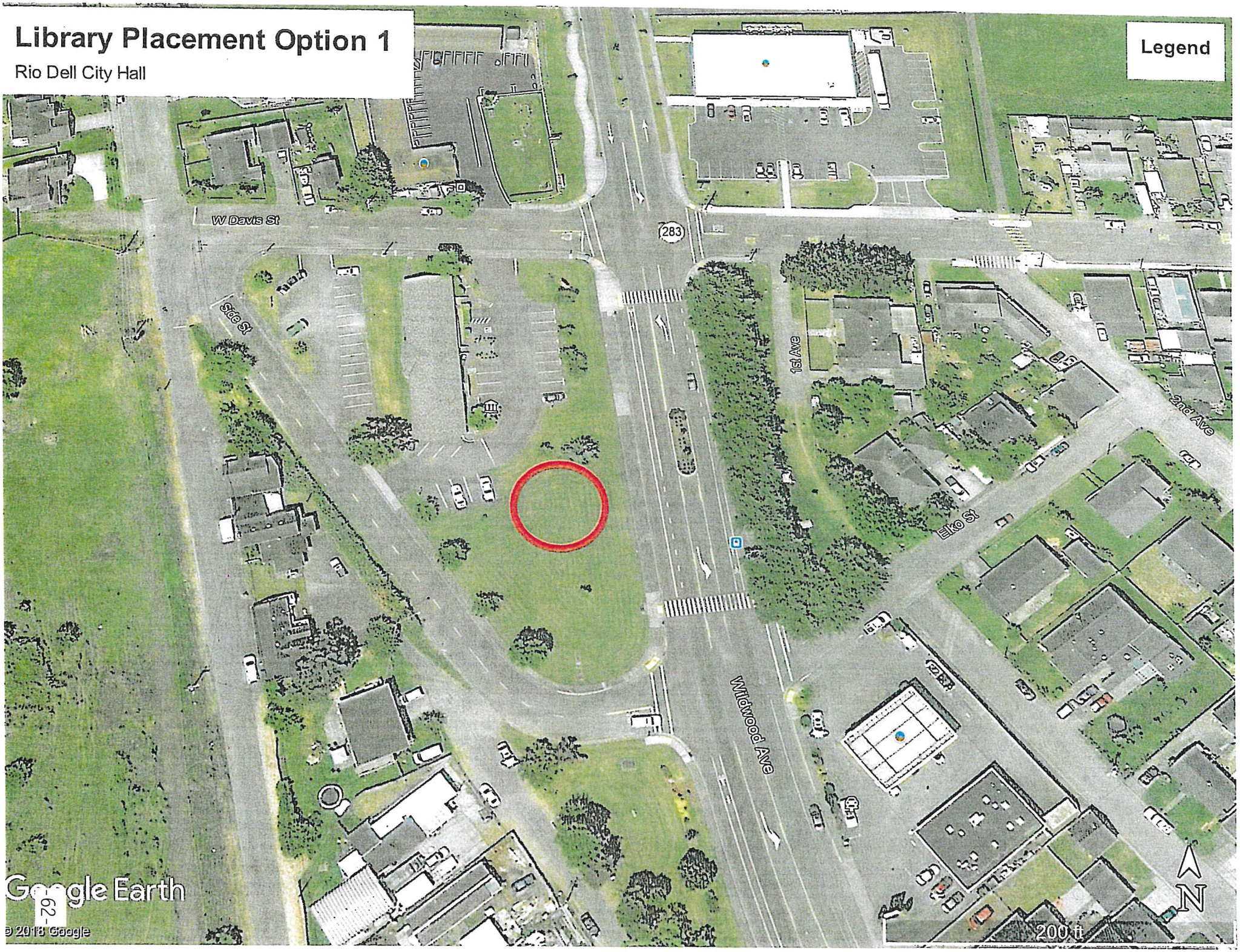
Cc: Chris Dart, Danco
Nick Wilczek, County Library
Amy Nilsen, CAO

Attachment: Maps of possible modular library locations

[1] Employment Development Department, Labor Force Annual Averages 2010-2017

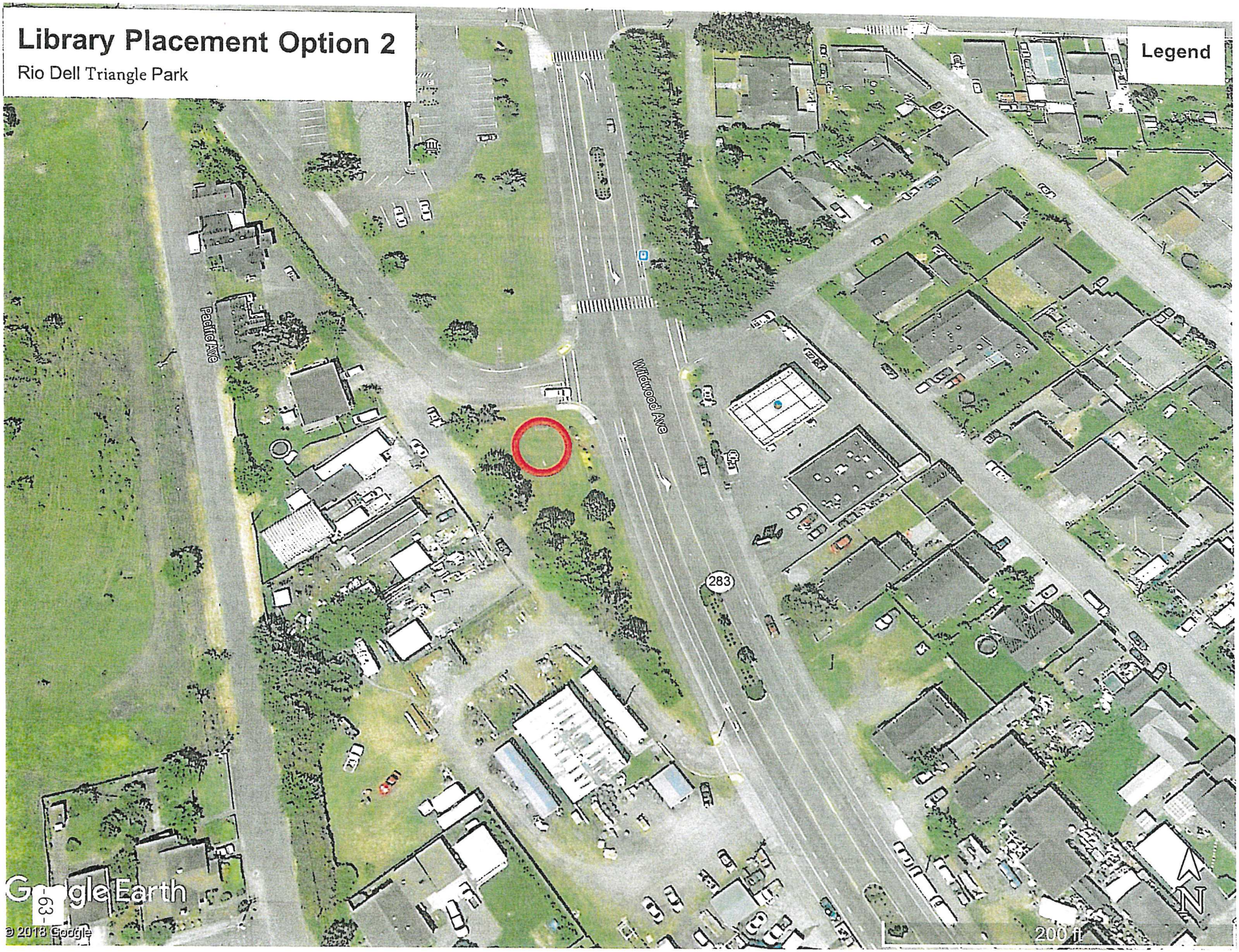
Library Placement Option 1

Rio Dell City Hall



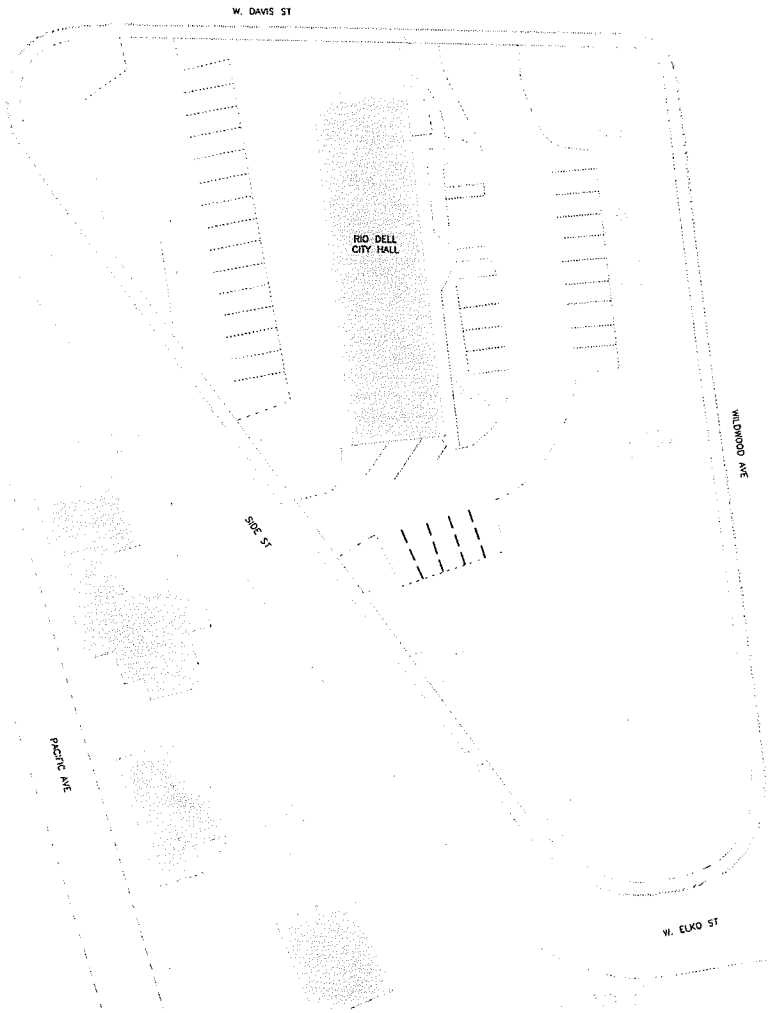
Library Placement Option 2

Rio Dell Triangle Park

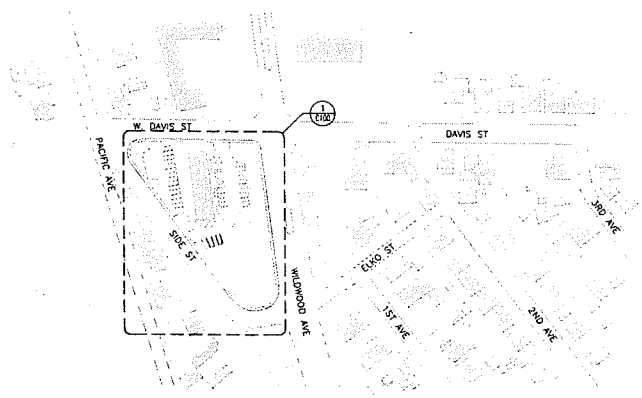


Library Placement Option 3

Downtown Rio Dell, City Parking Lot



PLAN NORTH
2 SITE PLAN
1" = 20'
0 10 20 40



PLAN NORTH
1 AREA PLAN
1" = 100'
0 50 100 200

GENERAL NOTES:

1. ---
2. ---
3. ---

KEYED NOTES:

1 - ---
2 - ---

KPA ENGINEERS ARCHITECTS
THE KPA GROUP
6700 KUHL CENTER PARKWAY, SUITE 125
PLEASANTON, CALIFORNIA 94588
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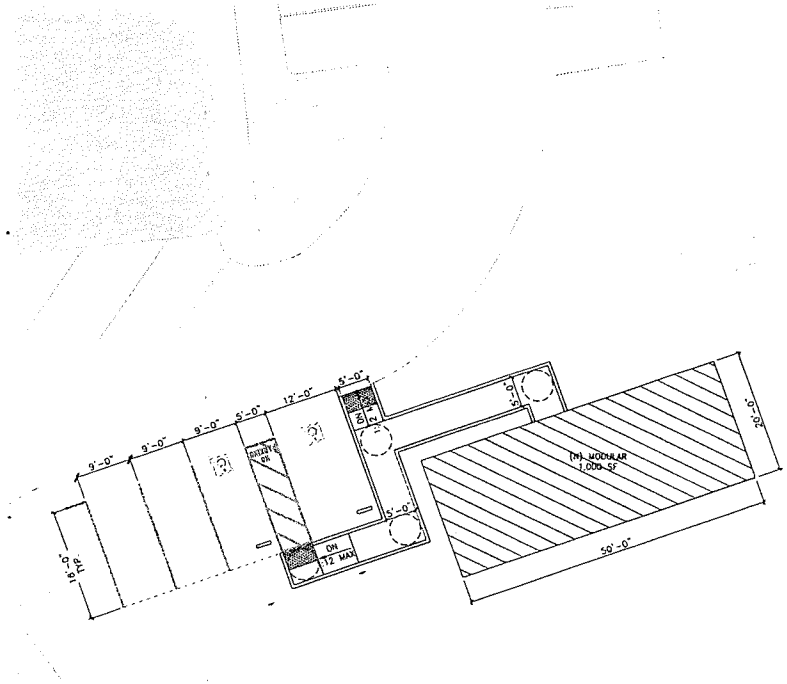
COUNTY OF HUMBOLDT
RIO DELL CITY HALL

Revisions:

Client Number: [illegible]
Project Number: 000.00
Date: SEPT 26, 2018

Sheet Title:
EXISTING SITE PLAN

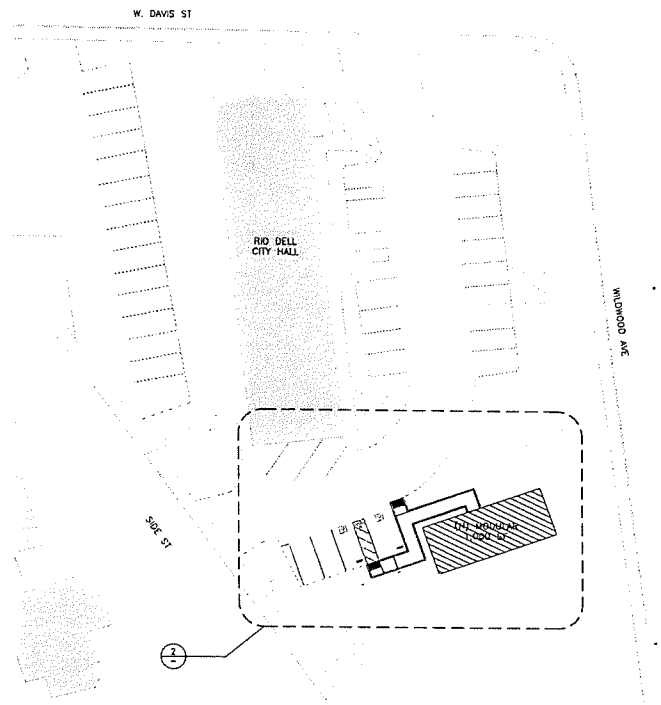
Sheet Number:
C100



PLAN NORTH

N 2 NEW SITE ENLARGE PLAN
1/8" = 1'-0"

0 4' 8' 16'



PLAN NORTH

N 1 NEW SITE PLAN
1" = 20'

0 10 20 40

GENERAL NOTES:

KEYED NOTES:

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COUNTY OF HUMBOLDT
RIO DELL CITY HALL

Revisions:

Client Number: 2018-000
Project Number: 000.00
Date: SEPT 26, 2018

Sheet Title:

NEW SITE PLAN

Sheet Number:

C101

OPINION OF PROBABLE CONSTRUCTION COSTS

Owner:	**County of Humboldt**		
		Project:	**Rio Dell City Hall Modular PAD Prep**
City:	**Rio Dell, CA**	**Estimator:**	**Paul Powers**
Date:	**2-Oct-18**	**Project No.:**	**2018-000**

	DESCRIPTION	UNIT	PRICE	QTY	COST
01 00 00	**Division 1 - General Requirements**				
	Modular Building	sf	$100.00	1,000	$100,000.00
	SUBTOTAL				**$100,000.00**
02 00 00	**Division 2 - Existing Condition**				
	Utility Demo & Adjustment	ls	$8,000.00	1	$8,000.00
	SUBTOTAL				**$8,000.00**
03 00 00	**Division 3 - Concrete**				
	Testing & Inspections	ls	$1,000.00	1	$1,000.00
	Sidewalk	sf	$20.00	2,100	$42,000.00
	Truncated Domes/Detectable Warning	sf	$30.00	50	$1,500.00
	SUBTOTAL				**$44,500.00**
31 00 00	**Division 31 - Earthwork**				
	Testing & Inspections	ls	$1,000.00	1	$1,000.00
	Erosion Control	ls	$2,000.00	1	$2,000.00
	SUBTOTAL				**$3,000.00**
32 00 00	**Division 32 - Exterior Improvements**				
32 17 13	Precast Concrete Wheel Stops	ea	$200.00	2	$400.00
	Curb	lf	$20.00	500	$10,000.00
32 17 23	Pavement & Curb Markings	ls	$3,000.00	1	$3,000.00
	SUBTOTAL				**$13,400.00**
32 00 00	**Division 33 - Utilities**				
	Water	ls	$18,000.00	1	$18,000.00
	Electrical	ls	$8,000.00	1	$8,000.00
	Communications	ls	$6,000.00	1	$6,000.00
	Sewer	ls	$20,000.00	1	$20,000.00
	SUBTOTAL				**$52,000.00**
	CONSTRUCTION COST SUBTOTAL				**$220,900.00**
01 00 00	General Conditions (15%)				$33,135.00
	Contractor Fee (8%)				$17,672.00
	Contingency (10%)				$22,090.00
	Escalation (5%)				$11,045.00
	CONSTRUCTION COST TOTAL				**$304,842.00**

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

October 16, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action to Authorize the City Manager to Negotiate Contract for City Engineering Services

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager to negotiate a contract for City Engineering Services with GHD Inc.

BACKGROUND AND DISCUSSION

On May 15, 2018 the City Council appointed Mayor Pro Tem Gordon Johnson, Water & Streets Superintendent Randy Jensen and City Manager Kyle Knopp to the City Engineering Selection Committee. The process is called for through the Local Assistance Procedure Manual and helps the City qualify for and administer grant funding from the State and Federal governments. City Engineering contracts must be advertised no less than every five years.

The panel issued a Request for Qualifications and conducted three interviews from three qualified firms. The committee unanimously rated GHD Inc. as the highest qualified firm to work on behalf of the City. This rating was across all categories for the committee. Therefore, it is recommended that the Council authorize the City Manager to begin contract negotiations and return to the Council for approval of a final agreement.

Attachments:

City Engineer RFQ

///

2018 Professional Engineering Services
City Engineer
Request for Qualifications (RFQ)

	City of Rio Dell Issued by Kyle Knopp, City Manager knoppk@cityofriodell.ca.gov	**Issue Date:** July 3, 2018 **Due Date:** August 3, 2018 **Description:** Engineering Services **Addendum:**

SUMMARY

The City of Rio Dell is soliciting proposals from qualified civil engineering firms that have experience and support capabilities to provide on-call engineering services.

The City of Rio Dell is a small city of 3,400 citizens located in Humboldt County, California. Currently the City does not have the need for or financial resources to employ a full time engineering staff. The City needs professional assistance in engineering services including but not limited to project management services, project review services, grant preparation services and general consulting services. The City of Rio Dell would like to solicit and procure the services of an engineering firm that is experienced in the services requested and willing to work on an as-needed basis.

The City may contract with one or more firms or individuals in order to adequately meet City needs. The level of involvement by the City Engineer will be determined by the City Manager.

The selected Consultant(s) shall follow Caltrans Local Agency Procedure Manual (LAPM) and appropriate Caltrans Manuals for Federal Aid projects. FHWA Approval of Architectural and Engineering (A & E) Consultants in a Management Support Role is required, thus, there will be an audit and approval process the selected Consultant(s)

will go through prior to award of the contract. See the Minimum Requirements section of the LAPM for other requirements.

DUE DATE

All materials must be received by 12:00pm noon on August 3, 2018. Postmarks are not accepted.

POINT OF CONTACT

Kyle Knopp, City Manager
707-764-3532
knoppk@cityofriodell.ca.gov

SCOPE OF SERVICES

At the discretion and direction of the City Manager the successful firm will provide specified professional services to the City for the terms of the agreement. Such services may include, but are not limited to:

- Preparing concept reports, feasibility studies, cost estimates, brownfield assessments, proposed funding plans and other written materials regarding various ongoing or contemplated public works projects.
- Council, Commission, Committee, staff and community consultation and meetings, scoping and visioning.
- Assisting in the procurement of funding for various ongoing or contemplated public works projects.
- Advising and/or representing the City on various matters concerning ongoing or contemplated public works projects including proceedings before funding agencies, regulatory agencies, judicial bodies, public audiences etc. when necessary.
- General consulting, design services, including quantity calculations and engineers estimates.
- Labor compliance as assigned, progress payment review and processing, and claim avoidance.

- CEQA review, consultation and preparation as assigned.

- Provide engineering recommendations and evaluation services (geotechnical work etc.) for emergency situations, including but not limited to work related to the Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES).

- Infrastructure review, design and evaluation.

- Prepare preliminary project development documents, environmental studies, PS&E documents for intersection and corridor enhancement projects, pavement preservation projects.

- Preparing specifications, detailed construction drawings, contract documents, legal surveys for rights-of-ways and easements, and funding progress reports for ongoing or contemplated public works projects, including proposed subdivisions, lot line adjustments and annexations.

- Assisting in the solicitation, analysis, and procurement of contractors to perform construction and/or other services related to various ongoing or contemplated public works projects.

- Providing on-site and/or off-site supervision and evaluation of quality control for various public works projects, coordination and scheduling of contractors and required inspections, conducting periodic inspections, and preparation and submission of reports regarding the progress of various projects to or on behalf of the City.

- All services shall be performed exclusively in the best interest of the City, in accordance with all applicable professional, statutory and regulatory standards and codes and in the most efficient and cost effective manner practicable.

- Representation of the City on various technical advisory boards, committees and commissions as appropriate.

- Development reviews.
- Surveying as assigned.
- Project management for State, Federal and locally funded projects including assistance with completion of grant applications and compliance with grant agreements.

SCHEDULE OF WORK

Upon a mutually agreeable start date, the term of the agreement will be for three years with an option to extend to five years. In no case will the contract exceed five years in duration.

MINIMUM QUALIFICATIONS

Knowledge:

- Principles and practices of engineering, including planning, design and construction; and
- Knowledge of and use of County, Caltrans and Federal (FHWA) standards and processes; and
- Knowledge of and familiarity with State (STIP) and Federal (RSTP, CMAQ, HSIP and HBP) funds. Consultant must be familiar and experienced with State and Federal administrative requirements and procedures.
- Ability to comply with LAPM contracting, reporting and fiscal management requirements

Experience:

- At least ten (10) years of progressively responsible work experience, including work with Local, State and Federal governments and agencies, including Caltrans and FHWA.

Required Licensing:

- The City Engineer shall be a licensed Civil Engineer, in good standing with the State of California; at the discretion of the City Manager, a Project Manager may not be required to be a licensed Civil Engineer.

PROPOSAL REQUIREMENTS

If you or your firm is interested in the opportunity to work with the City, please provide the following information:

- ☐ Firm or Individual Name, Address, Telephone Number, Email Address, Website address and Year Organized of the firm or person submitting the quote;
- ☐ Qualifications, Licenses, Certifications, Specialized Training and Educational/Professional Resume of all persons that would provide services under any resulting contract;
- ☐ A description of capabilities to satisfy the requirements of this RFQ; including any previous experience or services provided to the City of Rio Dell or jurisdictions similar in scope and size, demonstration of technical ability to deliver and administer civil projects;
- ☐ A description of capabilities to meet State, Federal, County and/or Local requirements, including demonstrated ability to implement LAPM/Caltrans Manuals; provide example projects in which Consultant has demonstrated the ability to follow the Federal Aid process in construction administration and for engineering design;
- ☐ A description and example of your organizations ability to separately track individual projects, including the ability to charge for time and organize invoices related to assigned work;
- ☐ Organizational chart;
- ☐ A 10-U form (see attachment B) will be required to be submitted by the consultant prior to the award of a contract.[1]
- ☐ Provide a minimum of three (3) references for *similar* services only, who can attest to the Respondent's knowledge, quality of work, timeliness, diligence, and professionalism. Respondent must include names, contact persons, and phone numbers for all references;

[1] This item is currently waived as a proposal requirement. 7/3/2018

- ☐ Other factors or special considerations you feel would influence your selection, and describe why you would like to work with the City of Rio Dell;
- ☐ Estimated Fee Schedule and Billing Rates- **(Provide in a Separate Envelope)** Please provide an estimate of billing rates for staff at the various levels which may perform work on the City's projects. If at any point during the term of the master agreement, your firm's billing rates will be increasing those increases shall be clearly outlined in the fee schedule provided in the Estimated Billing Rates section of the proposal. If no increases are shown, there will be no increases allowed on the billing rates at any classification. Invoices submitted throughout the term of the master agreement will be paid at the proposed billing rates provided in the proposal. The estimated fee schedule does not constitute a bid; a detailed review of the merits of the proposal will be completed prior to the cost information being reviewed.

FINANCIAL MANAGEMENT AND ACCOUNTING SYSTEMS

The selected consultant shall have adequate financial management and accounting system as required by 48 CFR Part 16.301-3, 2 CFR Part 200, and 48 CFR Part 31.

OTHER TERMS AND CONDITIONS:

The City reserves the right to reject any or all responses. The City reserves the right to waive any variances from the original Request for Qualification's specifications in cases where the variances are considered to be, in the sole discretion of the City, in the best interests of the City.

All proposals submitted in response to this RFQ shall become the property of the City. The City retains the right to use any or all of the information presented in any proposal to the RFQ, whether amended or not. Selection or rejection of the proposal does not affect this right.

Contract(s) shall be awarded to the applicant(s) determined to be the best qualified to meet the City's needs, with a mutually agreeable start date.

EVALUATION CRITERIA

See ATTACHMENT A

COMMUNICATION DURING EVALUATION

Under no circumstances shall any Respondent contact in person, by telephone, or otherwise, any representative of the City of Rio Dell other than as provided above in regard to this RFQ. Failure to comply with this provision may result in the disqualification of that entity from this procurement process.

SUBMITTAL

Please provide three (3) bound copies of the proposal, including one original with the signature of an authorized individual on a typed letter of submittal. Proposals shall be submitted in a sealed envelope clearly marked on the outside of the envelope, **"City of Rio Dell City Engineering Services"** and addressed to:

Kyle Knopp, City Manager

675 Wildwood Avenue

Rio Dell, CA, 95562

ATTACHMENTS

A. Consultant Evaluation Sheet

B. EXHIBIT 10-U CONSULTANT IN MANAGEMENT SUPPORT ROLE CONFLICT OF INTEREST AND CONFIDENTIALITY STATEMENT (required to be submitted prior to the award of a contract)

ATTACHMENT A

2018 Professional Engineering Services
Consultant Evaluation Sheet

	City of Rio Dell Issued by Kyle Knopp, City Manager knoppk@cityofriodell.ca.gov	**Issue Date:** July 3, 2018 **Due Date:** August 3, 2018 **Description:** Engineering Services **Addendum:** **N/A**

Consultant/Firm Name:

Criteria	Max Points	Rating
General qualifications of the candidate(s) for the position and key support personnel	**25**	
Quality and extent of services available	**20**	
Experience and familiarity with the City of Rio Dell	**5**	
Experience and familiarity with State and Federal procedures	**20**	
Project References	**10**	
Experience and results in securing and executing State or Federal Grants	**10**	
Compliance with this Request for Qualifications	**5**	
Other criteria which pertain to providing effective and efficient services, such as availability for questions and contact, timeliness, responsiveness and follow-through	**5**	

EVALUATOR_____ SIGNATURE_____DATE_____

EXHIBIT 10-U CONSULTANT IN MANAGEMENT SUPPORT ROLE CONFLICT OF INTEREST AND CONFIDENTIALITY STATEMENT[1]

RFP/RFQ PROCUREMENT NUMBERS (if applicable):_____

PROJECT NAME (and FPN, if applicable)[2]: _____

APPLICABILITY: To be filled out by local agency consultants in management support role.

☐ I am an employee of a consultant under contract to the local agency that is responsible for the procuring and administering of one or more consultant contracts containing either Federal or State funds.

☐ I am in a management position with the local agency, my title is listed below and I have attached my duty statement and scope of work.

☐ I hereby certify as follows:

1. I recuse myself from all potential conflicts of interest.
2. I will not directly or indirectly participate in, manage, or oversee any consultant selection procurement process in which the consulting firm of which I am employed is competing as a consultant or subconsultant.
3. I will not directly or indirectly influence any employee, staff member, or other individual participating in any consultant selection procurement process in which the consulting firm of which I am employed is as a consultant or subconsultant.
4. I will not directly or indirectly participate in, manage, or oversee any local agency contract that is with the consulting firm of which I am employed, regardless of whether the involvement of my employer in the contract is as a consultant or subconsultant. Among other things, this includes my not being involved in approving changes in the schedule, scope, deliverables or invoices.
5. I understand that if I am involved in any local agency contract that is with the consulting firm of which I am employed, in violation of 1. or 2. above, that local agency contract will no longer be eligible for Federal or State reimbursement because of my involvement.

☐ I certify that I have read and understand my responsibilities per **23 CFR 172.7(b)(5)**

☐ I fully understand that it is unlawful for a person to utilize any organization name (i.e. local agency) or auxiliary organization information, which is not a matter of public record, for personal gain.

[1] Each consultant staff working in a management support role shall complete a separate form.
[2] For on-call contracts or contracts for multiple projects, indicate accordingly.

☐ I have read and fully understand all of the above.

Date: _____ Signature: _____

Name: _____

Title: _____

Consultant Firm/Sole Proprietor: _____

REVIEWED BY PUBLIC WORKS DIRECTOR OR AUTHORIZED LOCAL AGENCY REPRESENTATIVE

I have reviewed the foregoing "Conflict of Interest and Confidentiality Statement" and will ensure:

☐ That the foregoing named local agency consultant who is under contract and in a management support role with our local agency, abides by the foregoing terms and conditions;

☐ That should the foregoing named local agency consultant, who is under contract and in a management support role with our local agency, violate any of the foregoing terms and conditions, the Caltrans DLAE will be notified and such violation will be considered a breach of ethics and could be a basis for ineligibility of State or Federal project funds.

☐ The procedures followed to procure and execute the contract, between the local agency and the consulting firm of which I am employed, comply with all federal and state requirements. Also this contract has a specific date from _____ to _____.

Date: _____ Signature: _____

Name: _____

Title: _____

Department/Local Agency: _____

REVIEWED/CONCURRENCE BY FEDERAL HIGHWAYS

I have reviewed the foregoing "Conflict of Interest and Confidentiality Statement" and supervisor's statement.

☐ I concur that the consultant, who is under contract and in a management support role with the local agency, does not appear to present a conflict of interest. The local agency and the consultant should be considered eligible for federal reimbursement.

☐ I do not concur as I believe that the consultant, who is under contract and in a management support role with the local agency, does appear to present a conflict of interest.

Date: _____ Signature: _____

Name: _____

Position: _____

Distribution: 1) Copy to: DLAE for each Federal/State funded project
2) Copy to be returned to Local Agency by DLAE with FHWA approval

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

For Meeting of: October 16, 2018
☐ Consent Item; ☑ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director

Through: Kyle Knopp, City Manager

Date: October 9, 2018

Subject: Text Amendment to Establish Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code (RDMC).

Recommendation:

That the City Council:

1. Open the public hearing, receive staff's report establishing Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code (RDMC); and

2. Take Public Comment; and

3. Discuss, Deliberate and Make a Motion and a Second; and

4. Find that the proposed amendment has been processed in accordance with Section 17.35.010 of the Rio Dell Municipal Code (RDMC), Sections 65350 – 65362 of the California Government Code and the California Environmental Quality Act (CEQA); and

5. Adopt Ordinance No. 371-2018 establishing Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code (RDMC).

Background

As reported at your meeting of October 2nd, staff was recently contacted by a local resident who was interested in renting out their second unit as a vacation dwelling unit

Again, staff has worked with the Fire Protection District in preparing the draft regulations and has incorporated suggestions by the District.

Staff presented a number of talking points to the Planning Commission and to your Council. Your Council concurred with the recommendations of the Planning Commission, including the elimination of restricted visiting hours. Your Council also directed staff to remove the occupancy limits. Staff has made the recommend changes to Ordinance No. 371-2018.

Zone Reclassification Required Findings:

1. The proposed amendment is consistent and compatible with the General Plan and any implementation programs that may be affected.

General Plan Policy LU-17 calls for the City to "Strengthen and diversify the local economy and maintain and improve property values". The proposed amendment can help the local economy by providing visitor serving accommodations which will hopefully stimulate other local businesses. In addition, the proposed amendments will generate some Transient Occupancy Taxes. There are no General Plan policies that would discourage or prohibit the proposed amendments. The proposed amendments are consistent and compatible with the General Plan.

2. The proposed amendments have been processed in accordance with the California Environmental Quality Act (CEQA).

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 nature of the project, staff has determined that the project is Statutorily Exempt pursuant to Section 15061(b) (3) of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations. Pursuant to Section 15061(b) (3) of the CEQA Guidelines this exemption is covered by the general rule that CEQA applies only to projects which have the potential for causing a ***significant*** effect on the environment. Where it can be seen with certainty that there is no possibility that the project in question may have a significant effect on the environment, the project is not subject to CEQA. Based on the nature of the proposed amendments, staff believes there is no evidence to suggest that the amendments will have a significant effect on the environment.

Attachments:

Attachment 1: Ordinance No. 371-2018 Establishing a Vacation Dwelling Unit regulations.

ORDINANCE NO. 371-2018

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL TO RECODIFY SECTION 17.30.340 "YARDS" TO SECTION 17.30.350 AND ESTABLISHING VACATION DWELLING UNIT REGULATIONS AS SECTION 17.30.340 OF THE RIO DELL MUNICIPAL CODE (RDMC) AND

WHEREAS staff was recently contacted by a local resident who was interested in renting out their second unit as a vacation dwelling unit; and

WHEREAS these types of units are known as Air B&B's. Vacation dwelling units are different than Bed and Breakfasts because the owner/operator does not have to reside in the residence; and

WHEREAS staff has worked with the Fire Protection District in preparing the draft regulations and has incorporated suggestions by the District; and

WHEREAS the City has reviewed and processed the proposed amendment in conformance with Sections 65350 – 65362 of the California Government Code; and

WHEREAS the City has reviewed and processed the proposed amendment in conformance with Section 17.35.010 of the City of Rio Dell Municipal Code; and

WHEREAS the City Council finds that based on evidence on file and presented in the staff report that the proposed amendments are consistent and compatible with a comprehensive view of the General Plan and any implementation programs that may be affected; and

WHEREAS the City Council finds that based on evidence on file and presented in the staff report that the potential impacts of the proposed minor amendments have been assessed and have been determined not to be detrimental to the public health, safety, or welfare; and

WHEREAS the proposed amendments have been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA); and

WHEREAS the City Council has determined that the proposed amendments are Statutorily Exempt pursuant to Section 15061(b) (3) of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

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

1. Finds that the proposed amendments are in the public interest and consistent with an overall comprehensive view of the General Plan; and

2. Finds that based on evidence on file and presented in the staff report that the potential impacts of the proposed amendments have been assessed and have been determined not to be detrimental to the public health, safety, or welfare; and

3. Finds that based on the nature of the proposed amendments, the project is Statutorily Exempt pursuant to Section 15061(b) (3) of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations. Pursuant to Section 15061(b) (3) of the CEQA Guidelines this exemption is covered by the general rule that CEQA applies only to projects which have the potential for causing a ***significant*** effect on the environment; and

4. Approves and adopt Ordinance No. 371-2018 establishing Vacation Dwelling Unit Regulations, Section 17.30.335 of the Rio Dell Municipal Code (RDMC).

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

Section 1

Section 17.30.340 "Yards" is recodified as Section 17.30.350.

Section 2

§ 17.30.335 VACATION DWELLING UNITS

(1) Purpose and Intent.

The purpose and intent of the vacation dwelling unit regulations are:

(a) To provide the opportunity for vacation rentals for transient use within Urban Residential (UR), Suburban Residential (SR), Suburban (S) and Rural (R) zones.

(b) To regulate the location and number of vacation dwelling units within Rio Dell.

(c) To mitigate impacts on parking by requiring the use of existing off-street parking facilities.

(d) To protect the visual appearance and character of residential zones.

(e) To minimize disruptions to surrounding neighborhoods.

(f) To ensure that all vacation dwelling units are operating with valid business licenses and paying all applicable taxes and fees.

(2) Definitions.

For the purposes of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

(a) "Good Guest Guide" means a document provided to occupants by the property owner that summarizes general rules of conduct, consideration, respect, and potential remedial actions. In particular provisions, for parking, occupancy limits, emergency response, and minimizing noise and quiet hours shall be included.

(b) "Occupant" means a person in possession of, or with the right to use, any public or private dwelling or lodging for sleeping purposes. As used in this chapter, an occupant is a person sleeping overnight at a vacation rental unit.

(c) "Property" means a parcel of land in its entirety, including all structures within the parcel boundaries.

(d) "Transient Use" means any contractual use of a dwelling or portion thereof for residential or sleeping purposes by an occupant, for any period of time which is less than 30 consecutive days.

(e) "Vacation Dwelling Unit" means an entire dwelling which is contracted for transient use. The dwelling shall provide complete independent living facilities for 1 or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation. A vacation dwelling unit is differentiated from a lodging house or Bed and Breakfast Inn in that a vacation dwelling unit is rented in its entirety, whereas lodging houses and Bed and Breakfast Inns rent individual rooms. Bed and Breakfast Inns go further by having a full time resident inhabiting the dwelling unit, and may provide 1 or more meals to occupants.

(f) "Visitor" means a guest of an occupant visiting temporarily at a vacation dwelling unit, but not an overnight "occupant."

(3) Permits, Application Requirements, Fees, Inspection and Notice Requirements.

(a) Permits.

(i) An approved vacation dwelling unit permit shall be obtained prior to operation. Vacation dwelling unit permits shall be ministerial, without discretionary review or a hearing.

(ii) Individual properties with multiple vacation dwelling units need only acquire a single vacation dwelling unit permit; however, property owners adding a new vacation dwelling unit to an existing permit shall be required to reapply for a vacation dwelling unit permit.

(iii) Vacation dwelling unit permits shall be subject to annual review and no-fee renewal by the Department of Community Development.

(iv) A vacation dwelling unit permit shall lapse and become void by July 31st of each year unless the business license for the vacation dwelling unit is renewed and in good standing, all applicable taxes and fees are paid, and there are no outstanding Police, Fire, or Building Department violations.

(v) If a vacation dwelling unit permit lapses, a new vacation dwelling unit permit shall be required.

(vi) Unless a lapse occurs pursuant to division (a)(iii) above, approval of a vacation dwelling unit permit shall run with the land and shall be fully transferable to a new property owner provided the new property owner obtains a business license within 2 months of the purchase of the property.

(b) Application Requirements.

(i) Applications for vacation dwelling unit permits shall be filed with the Community Development Director on forms provided by the Department.

(ii) Each vacation dwelling unit applicant shall designate a local emergency contact person on the application form, including a 24-hour-emergency contact phone number. That person may be the property owner, property manager, or designee, and that person shall live within 30 miles of the city limits so that he or she can respond personally to an emergency. The Development Services Department shall forward the emergency contact phone number to the Police Department and Rio Dell Fire Protection District, and shall notify the property owners within 100 feet of the property. The property owner shall immediately notify the Community Development Department in writing of any changes to the designated emergency contact person or number.

(c) Fees.

(i) Vacation dwelling unit permit applications shall be accompanied by fees established by resolution of the City Council to cover the cost of processing the application, noticing, and

inspections as prescribed in this subchapter. Existing vacation dwelling units in operation prior to the effective date of this subchapter shall not be subject to the vacation dwelling unit permit fee, provided the unit has a history of operating with a valid business license and has paid all applicable taxes.

(d) Inspections.

(i) All vacation dwelling units shall be inspected by the Building Department and the Rio Dell Fire Protection District for the required smoke alarms, carbon monoxide alarms, fire extinguishers (Type 2A10BC every 75 feet of travel distance, mounted in a conspicuous location, along the path of egress from the highest hazard area (i.e kitchen or laundry rooms)) and emergency egress prior to the approval of the required Business License.

(ii) Additional inspections may be required at the discretion of the Chief Building Official. The cost of any required inspection shall be borne by the vacation dwelling unit owner.

(f) Notice.

(i) Within 5 days of the approval or conditional approval of a vacation dwelling unit permit by the Director, written notice shall be mailed to the applicant and to all property owners within 100 feet of the vacation dwelling unit property.

(ii) The notice shall include the 24-hour emergency contact number for the vacation dwelling unit, and the procedure to appeal.

(4) Appeals.

(a) Except as provided in division (b) of this section, within 30 days following the decision of the Director on a vacation dwelling unit permit application, the decision may be appealed to the Planning Commission by the applicant or any property owner located within 100 feet of the vacation dwelling unit property. An appeal shall be filed with the City Clerk and state specifically wherein it is claimed there was an error or abuse of discretion by the Director. Notice of the date, time and place of an appeal to the Planning Commission shall be provided to all property owners located within 100 feet of the vacation dwelling unit property at least 10 days prior to the appeal meeting.

(b) The decision of the Director to deny the annual permit renewal may be appealed to the Planning Commission solely by the applicant. The appeal must be filed within 10 days of the date of denial.

(5) Business License Required.

Following the approval of a vacation dwelling unit permit, the property owner or vacation dwelling unit manager shall obtain a Business License before commencing operations. Property

owner or managers with multiple vacation dwelling units or properties need only acquire a single business license.

(6) Existing Vacation Dwelling Units; Permit Required.

Existing vacation dwelling units shall apply for a permit within 6 months of the effective date of this subchapter, and diligently pursue until approved to avoid abatement action.

(7) Development Standards.

All vacation dwelling units shall comply with the following development standards.

(a) Vacation dwelling units are principally permitted in the Urban Residential (UR), Suburban Residential (SR), Suburban (S) and Rural (R) zones.

(b) A vacation dwelling unit may either be a principal dwelling or a legally established secondary dwelling unit.

(c) A newly constructed vacation dwelling unit shall comply with the development standards and building requirements for residential dwellings, and may be operated as a vacation dwelling unit only after the Building Department has issued a certificate of occupancy for the dwelling unit.

(d) All vacation dwelling units shall have smoke alarms, carbon monoxide alarms and a fire extinguisher. Carbon Monoxide alarms are not required in dwellings which do not contain fuel-burning appliances and that do not have an attached garage.

(e) Existing off-street parking spaces shall be reserved for occupants of the vacation dwelling unit. Occupants shall be encouraged to park in existing, legal off-street parking spaces, in order to minimize impacts to on-street parking.

(f) The existence of the vacation dwelling unit shall not be apparent. The vacation dwelling unit shall not change the residential or commercial character of the property or neighborhood by the use of colors, materials, or lighting.

(8) Operation

(a) Vacation dwelling units shall not be permitted for any use other than transient occupancy or residential use.

(b) All vacation dwelling units shall be provided weekly garbage collection services. Trash and refuse shall not accumulate or be stored within public view, except in proper containers for the purposes of collection. There shall be no storage of trash and/or debris on the site or within the unit.

(c) Emergency preparedness information regarding local hazards, such as earthquakes and ocean related hazards, in a form approved by the city, shall be posted within the vacation rental in an easily visible location, such as the entry or kitchen area.

(d) The Good Guest Guide (House Rules) and the 24-hour emergency contact phone number shall be prominently placed for the occupants' use inside the vacation dwelling unit.

(e) In the event of an emergency, concerned persons are encouraged to promptly call the emergency contact number, and if appropriate, report the emergency through the 911 emergency calling system or the Police Department. It is unlawful to make a false report or complaint regarding activities associated with a vacation dwelling unit.

(f) The property owner and emergency contact shall act in good faith to resolve complaints regarding the vacation dwelling unit, and engage in dispute resolution with neighbors. The Community Development Department and/or Police Department shall investigate any vacation dwelling unit with recurrent emergency calls or complaints.

(g) If the vacation dwelling unit owner or emergency contact is deemed to be negligent in responding to an emergency situation more than 2 times in a 12-month period, or if more than 2 documented law enforcement violations occur in any 12-month period, the vacation dwelling unit permit may be revoked. The Director of Community Development may also revoke a permit if the vacation dwelling unit is deemed chronically non-compliant with the provisions of this chapter, or is negligent or remiss in correcting noted Building or Fire Code violations or issues. Documented, significant violations may include copies of citations, written warnings, or other documentation maintained by law enforcement, Fire Department, or Building Department.

(h) Properties with gated entries shall have a Fire Department approved device such as a Knox box with keys for the lock, Knox lock, or Knox key actuated switch on electric gates installed which permits emergency response vehicles and personnel to enter the property.

(i) Each individual holding a valid business license for a vacation dwelling unit existing at the time the vacation dwelling unit ordinance is adopted, shall be subject to the requirements of this subchapter upon its effective date. In order to avoid abatement proceedings, the owner of an existing vacation dwelling unit shall apply for a vacation dwelling unit and permit and City of Rio Dell business license permit within 6 months of the effective date of this chapter, and diligently pursue the application unit approved.

(j) Violations of this chapter are punishable as either infractions or misdemeanors, pursuant to the provisions of Rio Dell Municipal Code. Each separate day in which a violation exists shall be considered a separate violation.

(9) Applicable Taxes.

The rental or other contractual use of a vacation dwelling unit shall be subject to a Transient Occupancy Tax ("TOT") and any other mandated taxes. Each vacation dwelling unit owner and/or manager shall comply with § 3.15 of the Rio Dell Municipal Code, which addresses the collection, record keeping, reporting and remittances of applicable TOT.

Section 3. 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 4. 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 5. CEQA Compliance

The City Council has determined that the adoption of this ordinance is exempt from review under the California Environmental Quality Act (CEQA), subject to Section 15061(b)(3) of the CEQA Guidelines. Due to the nature of the proposed code revisions, there is no evidence that any significant impact to the environment would occur as a result of adoption of the Ordinance.

Section 6. Effective Date

This ordinance becomes effective thirty (30) days after the date of its approval and adoption.

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 October 2, 2018 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 October 16, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Frank Wilson, 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 Ordinance No. 371-2018 which was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on October 16, 2018.

_____

Karen Dunham, City Clerk, City of Rio Dell