RIO DELL CITY COUNCIL AGENDA

REGULAR MEETING - 6:30 P.M.
TUESDAY, DECEMBER 18, 2018
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, 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 Americans 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.

Note: City Council Photo Op at 6:20 p.m.

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 Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually in the next section, "SPECIAL CALL ITEMS

1) 2018/1218.01 - Approve Minutes of December 4, 2018 Regular Meeting **(ACTION)** 1

2) 2018/1218.02 - Approve Resolution No. 1410-2018 Approving Budget Amendment to Increase Appropriations for Wastewater Compliance Project **(ACTION)** 11

3) 2018/1218.03 - Approve Resolution No. 1411-2018 Accepting the Certification of Votes for the November 6, 2018 General Election **(ACTION)** 28

4) 2018/1218.04 - Receive and File Request for City Member Appointment to LAFCo **(ACTION)** 36

5) 2018/1218.05 - Receive and File Check Register for November 2018 **(ACTION)** 37

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1) 2018/1218.06 - City Manager/Staff Update **(RECEIVE & FILE)** 42

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

L. COUNCIL REPORTS/COMMUNICATIONS

M. CEREMONIAL MATTERS

1) 2018/1218.07 - Swearing in and Seating of New Councilmembers 47

2) 2018/1218.08 - Selection of Mayor and Mayor Pro Tem 50

2) 2018/1218.09 - Proclamations Honoring Former Mayor Pro Tem Gordon Johnson and Councilmember Tim Marks 53

N. COUNCIL REPORTS/COMMUNICATIONS

O. ADJOURNMENT

(Photo op for outgoing and incoming City Council followed by short reception and refreshments)

The next regular City Council meeting is scheduled for
Thursday, January 3, 2019 *at 6:30 p.m.*

RIO DELL CITY COUNCIL
REGULAR MEETING
DECEMBER 4, 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 Marks and Strahan
	Absent:	Councilmember Garnes (arrived at 6:45 p.m.)
	Others Present:	City Manager Knopp, Community Development Director Caldwell, Finance Director Kerrigan, Chief of Police Conner and City Clerk Dunham
	Absent:	Water/ Roadways Superintendent Jensen

CEREMONIAL MATTERS

Proclamation In Recognition of Human Rights Awareness Month
Mayor Wilson read the Proclamation in recognition of Human Rights Awareness month and presented it to a representative from the Humboldt County Human Rights Commission. The representative thanked the City Council for presenting the proclamation and emphasized the importance of being aware of human rights every day. He announced that there are currently no representatives on the Commission from District 2 and asked any interested persons to contact Supervisor Fennell.

PUBLIC PRESENTATIONS

Nick Angeloff provided an update on Chamber of Commerce business and thanked the volunteers who helped with the Christmas decorations around town. He indicated that they are already receiving donations for next year's lights and thanked the Council for the City's generous donation. He said their hope is to be able to light up the bridge next year. He also announced that the Scotia Parent-Teacher Organization (PTO) will be holding an event, the Scotia School Store and asked everyone to spread the word.

CONSENT CALENDAR

Councilmember Strahan removed both consent calendar items for separate discussion.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Minutes of the November 20, 2018 Regular Meeting
Councilmember Strahan commented that there were things discussed at the last meeting as mentioned in the minutes and she wanted to make sure that staff was following up on those items. She referred to page 3 of the packet (page 1 of the Minutes) where Julie Woodall

addressed the Council regarding abandoned and/or junk vehicles and the need for a new sign at the Davis St. Park and asked if staff had ordered a new sign.

City Manager Knopp commented that his understanding is that the Police Department has made progress on the abandoned vehicles. He said that staff would be following up on the new sign at the Davis St. Park regarding no overnight parking. He indicated that abandoned vehicles go through the Nuisance Committee and that they had a meeting this afternoon and discussed various nuisance issues.

Councilmember Strahan asked that staff report to Council on the status of the sign. She then questioned whether Chief Conner had responded to Mayor Pro Tem Johnson's question as to whether the driver of the motorcycle traveling at a high rate of speed had been identified.

Chief of Police Conner stated that they have a likely suspect but no arrests have been made.

Councilmember Strahan then asked if staff had followed up on the issue regarding the need for the City to provide property insurance coverage on CDBG properties.

Finance Director Kerrigan explained that under the CDBG loan program, recipients are required to maintain insurance coverage on their properties. As such, staff would be sending out letters requesting the recipients provide proof of coverage followed by further discussions with SCORE representatives to determine what the City needs to do to protect its interest with regard to those properties without coverage.

Councilmember Strahan reminded staff to be sure to follow up with an update to Council on the outcome of those loans.

Motion was made by Johnson/Marks to approve the minutes of the November 20, 2018 regular meeting. Motion carried 4-0.

<u>Approval of a 6-month Extension of the City's Track and Trace Services Contract with SICPA Security LLC and Update on Activity in the Humboldt Rio Dell Business Park</u>
Councilmember Strahan referred to the staff report indicating that it was anticipated that the Board of Supervisors would approve a six-month extension and asked if they had approved it at their board meeting earlier in the day.

City Manager Knopp commented that he was not able to watch the televised board meeting today but in the event the extension was not passed, staff would bring it back to Council for further discussion.

Councilmember Strahan asked if the item could be tabled pending action by the Board of Supervisors.

City Manager Knopp recommended approval of the extension with the agreement that if anything changes with regard to the County, staff would bring the item back to the Council for further discussion.

Councilmember Strahan asked for clarification on how the accounts were set up for the cannabis related revenue.

Finance Director Kerrigan clarified that separate accounts were set up for cannabis related activity so the revenue can easily be tracked.

Councilmember Strahan then questioned the total revenue of $420 for Track and Trace revenue and asked if the City had received any revenue from gross sales from the Glenn White Group.

Finance Director Kerrigan explained the breakdown of revenue and said the $420 was for the product stamps sold at five cents each.

City Manager Knopp noted that there were no trackable sales from the Glenn White Group for the previous quarter due to a delay in getting their State Distribution License however; they did finally receive it so they will be submitting taxes to the City on a quarterly basis from this point forward. He explained that the City collected $23,000 in operating fees in addition to the $420 in Track and Trace fees, and $23,416 in building permit fees for total revenue to date of $47,256.

Councilmember Garnes arrived at this time, 6:45 p.m.

Motion was made by Johnson/Marks to approve a 6-month extension of the City's Track and Trace Services Contract with SICPA Security LLC. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

Mayor Wilson said that he noticed that vehicles from the Davis St. Park were removed and asked if the city initiated the removal or if the owners removed them voluntarily.

Chief of Police Conner explained that the problem with the vehicles is that there is a residence on 4th Ave. where they have more vehicles than they have room to park which is why one of the vehicles was parked at the Davis St. Park. He noted that the police department will tag the vehicles with a 72-hour notice and before the time is up, they manage to move them around to avoid getting them towed.

He said that at the Nuisance Committee meeting today, staff provided the police department with a list of abandoned vehicles so they will be working on it.

Councilmember Strahan asked about the potential cancellation of the December 18th regularly scheduled city council meeting.

City Manager Knopp said it was the City Council's discretion whether to cancel the meeting and said there were no urgent matters pending before the Council at this time.

After brief discussion, the consensus of the Council was to hold the meeting as scheduled, swear in, and seat the new city councilmembers.

Councilmember Strahan referred to the City Manager's update regarding off-site improvements for the DANCO project and asked if they would be required to do any water or sewer system improvements.

City Manager Knopp stated that staff has been in discussions with DANCO regarding off-site improvements including improvements to the sidewalks on Davis St., street improvements on Rigby Ave. and Center St., improvements to the Center St. Bus Stop, addition of a fire lane around the perimeter of the site as well as water and sewer improvements.

Councilmember Strahan asked if the current water and sewer system could handle the additional service connections. City Manager Knopp indicated that there would be no problem.

Councilmember Strahan then asked about the status of Measure J.

City Manager Knopp explained that the County Elections department has until the end of the day on December 6th to certify the election results and estimated an additional 50 ballots to be tallied with passage of Measure J currently trailing by 22 votes.

Councilmember Strahan asked for an update on the bicycle accident that was reported in the previous staff update.

Chief Conner explained that the child riding the bicycle turned from Painter St. to Ireland Ave. without looking; taking her into the path of a passing motorist so, it was not the drivers fault.

Councilmember Strahan commented that this accident is exactly why she wanted to see a crosswalk in that area.

Chief Conner pointed out that crosswalks are for pedestrians, not bicycles.

Sharon Wolfe, asked for clarification that what is being proposed for the DANCO project are improvements to the sidewalks from Davis St. to Wildwood Ave.; not bus stops.

City Manager Knopp clarified that it would only be improvements to sidewalks.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Laboratory Annual Cannabis Activity Fees

Community Development Director Caldwell provided a staff report and said that in February, the Council made a compromise and amended the Cannabis Regulations to allow adult "A" cannabis activities provided the operators obtained both the "A" and "M" licenses and paid both the $4,000 annual operating fee and $300 renewal application fee. He noted that the State didn't distinguish that testing laboratories be required to hold both "A" and "M" licenses. He said staff would like clarification from the Council on the annual fee as it applies to testing laboratories. He said based on the State's regulations, staff's initial thought is that they would not be subject to both fees.

Mayor Wilson asked if the regulations for testing laboratories were clear when they were presented to the Council.

Community Development Director Caldwell noted that they were not clear in the beginning and were later amended.

Mayor Pro Tem Johnson agreed with staff that laboratories should only be charged one fee.

Councilmembers Marks and Strahan felt that testing laboratories should pay for both the "A": and "M" $4,000 annual operating and $300 renewal application fee and that the regulations remain unchanged.

Councilmember Garnes expressed concern about driving businesses away and agreed with staff's recommendation to only charge one fee.

Mayor Wilson felt it made sense to charge one fee as it applies to laboratories.

Community Development Director Caldwell pointed out that these laboratories also test water and soil, not just cannabis and operate in the same manner as North Coast Laboratories.

Mayor Wilson called for public comment in which no public comment was received.

Motion was made by Johnson/Garnes to clarify that testing laboratories not be required to pay both the "A" and "M" $4,000 annual fee and $300 renewal application and that they only be required to pay one fee. Motion carried 4-1; Councilmember Strahan dissenting.

Provide Staff Direction on Syringe Exchange Program

City Manager Knopp provided a staff report and began by clarifying that the City is not proposing a needle exchange program or a ban as some may have thought based on the article in the newspaper. He said the supplemental information included in the packet is to provide factual information to the Council on Syringe Exchange Programs.

Councilmember Strahan commented that she was interested to see what the current laws are regarding syringe exchange programs and visited a local clinic for information. She said that she also went to Palco Pharmacy and was told that approximately 10 years ago, the City purchased ten (10) sharps containers and provided them to the pharmacy to be available to give out. She said that they still have some of the containers and that they indicated that there are not many people in the program locally.

She expressed concern regarding the State having the ability to come in and mandate cities to have a syringe exchange program and thought it would be a good idea for the City to have something in place ahead of time, which may satisfy the State.

Mayor Pro Tem Johnson commented that in walking around town, he has occasionally seen used syringes thrown along the gutters. He said there is a right or wrong way to dispose of needles and he doesn't know if having an exchange program would change people's attitudes but educating people might help.

Councilmember Garnes commented that this is something the City may not have the ability to ban and it seems there would be no harm in having sharps containers available in town in addition to having them at Palco Pharmacy. She also indicated that Palco sells syringes rather than giving them away.

Councilmember Marks said that he is not sure putting sharps containers in town would change people's habits. He noted that he is definitely not in favor of having a syringe exchange program in town. He asked Chief Conner's opinion on the subject.

Chief Conner commented that the police department has had to go out and pick up syringes four or five times since he has been around and there was one incident where they retrieved 250 syringes from a vehicle, which they fished out of a homemade container. He said on occasion syringes are turned into the department and it's usually during the cleanup of a drug house. He noted that the police department has sharps containers and Recology Eel River takes them free of charge. He commented that those people that throw them in the street would likely continue to do so. He said boxes for waste meds might be more appropriate to help the environment although that is a different topic.

Mayor Wilson pointed out that the California Department of Public Health is required to provide public notice and consult with local law enforcement and local health officials but they are not required to seek local government permission to authorize a needle exchange program. He said he would like to see anything that happens in the City to come to the Council first. He said that he doesn't want to see the City spend any money on this issue or see any programs in the City that the City Council doesn't approve.

City Manager Knopp reviewed potential options for the City Council to pursue including an ordinance ban on syringe exchanges or a regulated approach such as active needle clean-ups as proposed in the City of Eureka.

Mayor Wilson called for public comment on the matter.

Julie Woodall suggested option #3 with the City issuing an advisory letter or resolution to the State and other involved parties expressing the City's position on syringe exchange programs being authorized or active in Rio Dell. She also suggested watching what happens through the Orange County Courts regarding the time-limited ban on syringe exchange programs in the City of Costa Mesa. She didn't see any reason to get the City Attorney involved at this time and suggested the public be informed of the City's position.

Mayor Pro Tem Johnson asked Dave Griffith how many syringes he has seen while picking up cigarette butts.

Mr. Griffith indicated that he had not seen any syringes thrown along the roadway.

Mayor Wilson commented that perhaps the City is making an issue out of nothing, not to say that there is not a drug problem in Rio Dell, like there is in every other city.

Bryan Richter informed the Council that he was contacted by a number of residents who said that they do not want a needle exchange program in town and asked for clarification of the City Council' position. He said he doesn't want to propagate bad behavior by exchanging old needles with new ones. He added that it is impressive for the City Council to stand up and say that they don't want this and felt the Council should issue a statement to the State on the City's position. If the courts determine in Orange County that cities can have a on needle exchange programs, then the matter should come back to the Council for further action to mat same direction.

Mayor asked for a consensus of the Council.

Mayor Pro Tem Johnson, Councilmember Marks and Councilmember Strahan were not in support of a needle exchange program in Rio Dell.

Councilmember Garnes agreed but felt the Council couldn't issue an intelligent position on the subject with only having the information presented a few days prior. She suggested the item come back to the Council for further discussion and that health department representatives be invited to come and speak on the matter.

Mayor Wilson commented that he did some research on the issue and said there is no shortage of information out there. He said he was in favor of Option #3 regarding issuing as position statement that the City does not want a needle exchange program in the City.

City Manager Knopp stated for clarification that the direction of the majority of the Council is that they immediately be notified of any proposed needle exchange program in Rio Dell and to

issue a statement on the City Council's position to the State and other involved parties that the City does not want a needle exchange program in Rio Dell.

Council concurred.

ORDINANCES/SPECIAL RESOLUTIONS

Approve Resolution No. 1405-2018 Adopting a Revised Water Bill Claim Adjustment Policy
Finance Director Kerrigan provided a staff report and noted that the last update to the City's Water Bill Claim Adjustment Policy was in January of 2011 with passage of Resolution No. 1102-2011. She explained that the current policy allows for a maximum of $100 to be waived in circumstances where a customer has incurred an extraordinarily high water bill by reason of excessive use due to a leak or excusable neglect. She said that since the time of adoption of this policy the water rates have increased significantly so the $100 maximum is no longer equitable.

She continued with review of the recommended revisions to the Water Bill Claim Adjustment Policy and said that staff is recommended the $100 maximum adjustment be increased to $150. In addition, a clause was added to allow the City Manager, in rare instances to adjust a customer's bill that has grossly exceeded both the $150 maximum credit in addition to three (3) times the amount of an average water bill. She explained the customer would then be billed three (3) times the amount of an average bill for the month in which the problem occurred. The other recommended revision was to increase the minimum amount in which a claim could be considered to go from $10 to $20.

Mayor Wilson called for public comment on the proposed resolution.

Julie Woodall asked how other cities handle water claims and referred to the $1,200 claim approved at the last meeting and said she doesn't want to see those types of adjustments coming before the Council in the future.

Finance Director Kerrigan said that she found that many jurisdictions take the average bill and subtract that amount from the high bill then adjust the difference by 50%. She explained that with revision of the policy, the City Manager would be allowed to make adjustments beyond the $150 in rare or extreme circumstances.

Julie Woodall noted that she would have preferred to have the Council wait for adoption of the revised policy before approving a water claim that did not follow the current policy.

Mayor Pro Tem Johnson referred her to Section 3(g.) of the Resolution that states that "nothing herein shall, however, be construed to prevent the City Manager from seeking City Council approval of any claims presented pursuant to this Section" stating that it was in existence at the last meeting when the claim was approved.

Discussion continued regarding the City of Fortuna's policy and whether the City used the same 50% rule for adjustments.

Staff clarified that that the existing resolution contained that language and it remains the same in the revised resolution. The only difference is that the cap was increased and from $100 to $150, the minimum claim amount was increased from $10 to $20 and the clause was added to allow the City Manager to approve unusual claims administratively.

Mayor Wilson said he would prefer that all claims exceeding $150 be required to come before the City Council for approval.

Councilmember Garnes asked if water claims go before the City Council in Fortuna. She said it seems that unless a customer disputes a claim, there is no need for it to come before the City Council.

Finance Director Kerrigan explained in Fortuna, the City Manager or a designee settles claims.

Motion was made by Johnson/Garnes to approve Resolution No. 1405-2018 adopting a revised Water Bill Claim Adjustment Policy. Motion carried 3-2; Mayor Wilson and Councilmember Strahan dissenting.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Johnson reported on his attendance at Humboldt County Association of Governments (HCAOG) and said the board authorized him to continue as a member on the Last Chance Grade and said he was looking forward to it and would be happy to report on the progress of the project at the pleasure of the Council.

He also reported on the meeting of the Nuisance Committee earlier in the day and that it was snice to get everyone on the same page and that staff was making quite a bit of progress.

Mayor Wilson announced that the new Councilmembers would be sworn in and seating at the December 18th regular meeting along with the selection of Mayor and Mayor Pro Tem. He recommended the committee assignments be done at the January 3rd meeting.

Mayor Pro Tem Johnson announced that LAFCo has two impending vacancies on its Commission and is requesting interested City Councilmembers submit letters of interest prior to their January 4th meeting.

ADJOURNMENT

Motion was made by Johnson/Garnes to adjourn the meeting at 7:50 p.m. to the December 18, 2018 regular meeting. Motion carried 5-0.

_____
Frank Wilson, Mayor

Attest:

_____
Karen Dunham, City Clerk

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

City of Rio Dell
Staff Report
City Council Agenda
December 18, 2018

To: Members of the City Council

From: Brooke Kerrigan, Finance Director

Through: Kyle Knopp, City Manager

Date: December 18, 2018

Subject: Resolution 1410-2018 Budget Amendment to Increase Appropriations for Wastewater Compliance Project

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RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1410-2018 amending the Operating and Capital budget to include previously approved appropriations for the Wastewater Compliance Project.

BACKGROUND

On December 5, 2017 your City Council approved Resolution 1367-2017 designating funds of $47,075 for the North Coast Regional Water Quality Control Board Compliance Project (NCRWQCB). The NCRWQCB allowed the City to make an improvement to the wastewater treatment plant in lieu of penalties. The Mandatory Minimum Penalties (MMPs) being imposed at the time were $27,000 for exceeding allowable amounts of nitrogen, ammonia, and nitrate during the period of January 31, 2014 to March 31, 2015. The violations resulted in large part due to the fact the wastewater treatment plant was in its early stages of operation.

The budget amendment amount of $47,075 approved in December 2017 was for work to be performed by Aeromod during the time frame of October 2017 through June 2018; however the work was not completed by the end of the 2017/18 fiscal year and was

inadvertently left out of the current year's budget. Staff is seeking Council approval to add the item to the current year's budget for work that was completed in September 2018.

BUDGETARY IMPACT

Increased appropriations for the Sewer Capital Fund (052) for $47,075

ATTACHMENTS

Resolution 1410-2018 Budget Amendment increasing Appropriations

Resolution 1367-2018 approving funds for compliance project

Agendized item from December 5, 2017 City Council Meeting

RESOLUTION NO. 1410-2018
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL
AMENDING THE OPERATING AND CAPITAL BUDGET
FOR THE FISCAL-YEAR 2018-2019
TO INCLUDE FY 2017/18 CARRY-OVER AMOUNT FOR
WASTEWATER COMPLIANCE PROJECT

WHEREAS, the City adopted Resolution 1389-2018 establishing the City's Operating and Capital Budget for the Fiscal-Year 2018-19; and

WHEREAS, the City has approved and its 2018-19 fiscal year Operating and Capital Budgets and have identified an additional cost that should be included to update the 2018-19 fiscal-year budget; and

WHEREAS, from time to time it is recognized that additional appropriations are necessary to cover costs for equipment; and

NOW THEREFORE BE IT RESOLVED, that the City of Rio Dell City Council does hereby amend the City of Rio Dell 2018/19 Operating and Capital Budget for increased appropriations for the inclusion of funds previously adopted in the prior fiscal year 2017/18 through Resolution 1367-2018 for the wastewater compliance project:

$47,075	6000 14 052 0000 9037	Sewer Capital Fund

PASSED AND ADOPTED by the City Council of the Rio Dell on this 18th day of December, 2018 by the following vote:

Ayes:
Noes:
Abstain:
Absent:

_____
Frank Wilson, Mayor

ATTEST:

_____
Karen Dunham, City Clerk

RESOLUTION NO. 1367-2017
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL FOR A TRANSFER OF
RESERVE AMOUNTS AMENDING THE BUDGET FOR WASTEWATER
AND APPROVING RELATED COMPLIANCE PROJECT
RESULTING FROM NORTH COAST REGIONAL WATER QUALITY CONTROL BOARD
ADMINSITRATIVE CIVIL LIABILITY COMPLAINT NO. R1-2016-0050

WHEREAS, the North Coast Regional Water Quality Control Board issued Administrative Civil Liability Complaint No. R1-2016-0050 placing a Mandatory Minimum Penalty (MMP) of $27,000 for effluent limitation violations; and

WHEREAS, the City has proposed a Compliance Project (CP) to improve the treatment facility thereby reducing the risk of future effluent limitation violations and also having the cost of this project applied against the MMP.

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

1) The proposed and attached Compliance Project is hereby approved.
2) $47,075 shall be made available from the City's Wastewater Reserve for the Sewer Capital project and the budget amended accordingly.

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 5th day of December 2017 by the following vote:

Ayes:	Wilson, Johnson, Garnes, Marks and Strahan
Noes:	None
Abstain:	None
Absent:	None

Frank Wilson, Mayor

ATTEST:

Karen Dunham, City Clerk

Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com

December 5, 2017

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action to Approve Resolution No. 1367-2017 Approving the North Coast Regional Water Quality Control Board Compliance Project and Approval of Related Budget Adjustment.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution No. 1367-2017.

BACKGROUND AND DISCUSSION

The City of Rio Dell received twelve effluent limit violations from the North Coast Regional Water Quality Control Board (NCRWQCB) between the period of January 31, 2014 and March 31, 2015. These violations were primarily a consequence of bringing the City's new wastewater treatment plant online. Nine of these violations are subject to Mandatory Minimum Penalties (MMP's). The remaining three violations are exempt. Penalties are listed in Attachment A. On October 31, 2016 the North Coast Regional Water Board issued, under the authority of California Water Code section 13323, Administrative Civil Liability Complaint No. R1-2016-0050 related to the effluent limit violations. These MMP's total $27,000 related to exceeding the limitations on Nitrogen, Ammonia and Nitrate.

The City of Rio Dell proposed a compliance project to the NCRWQCB in order to apply the penalty towards an improvement to the Waste Water Treatment Plant (WWTP). A compliance project allows the City to make an improvement to the WWTP and have those costs applied towards the fine, so long as the improvement is related to the violation. In this case, staff is recommending some modifications to the WWTP that will help prevent future violations of State standards. Total budget impacts are expected to be $47,075. The project has been reviewed by the State and approved by the Regional Water Quality Control Board. Project details are listed in Attachment B. Once completed, all fines will be forgiven and the plant will have received needed improvements to help prevent future violations.

Current State Approved Timeline:

Milestone	Description	Completion Date
1	Present CP to council for approval	March 6, 2018
2	Order equipment from Aeromod	March 7, 2018
3	Submit Progress Report	April 30, 2018
4	Install equipment	March – July 31, 2018
5	Submit Progress Report	August 31, 2018
6	Technician from Aeromod to reprogram, update and calibrate equipment	August-September 30, 2018
7	CP completed	November 30, 2018
8	Submit Final Report/Certification of Completion	December 31, 2018

ATTACHMENTS

Resolution No. 1367-2017
Attachment A: Listing of Effluent Limitation Violations
Attachment B: Administrative Civil Liability Complaint No. R1-2016-0050
Attachment C: Letter from the City to NCRWQCB with Settlement Proposal

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Attachment A

Compilation of Violations

Rio Dell City WWTF

WDID No. 1B831340HUM NPDES No. CA0022748

Effluent Limitation Violations Requiring Mandatory Minimum Penalties

#	Violation Number	Violation Date	Constituent	Pollutant Group	Limitation Period	Limit	Result/ Average	Units	Exempted from MMP?	Exempt Reason or otherwise not subject ot MMPs	% Over Limit	Date 180 Days Prior	Serious, Chronic or Exempt Violation?	Type of Exceedance	Mandatory Fine?	Water Code	Penalty
1	964207	01/31/2014	Ammonia, Total (as N)	Group 1	Monthly Average	2.8	4.7	mg/L	N		68%	08/04/2013	Serious	Ct. 1	Y	13385(h)	$3,000
2	966053	02/28/2014	Ammonia, Total (as N)	Group 1	Monthly Average	2.4	14	mg/L	N		483%	09/01/2013	Serious	Ct. 2	Y	13385(h)	$3,000
3	966054	02/28/2014	Nitrogen, Total (as N)	Group 1	Monthly Average	10	14	mg/L	N		40%	09/01/2013	Serious	Ct. 3	Y	13385(h)	$3,000
4	1011622	02/28/2014	Ammonia, Total (as N)	Group 1	Daily Maximum	5.6	14	mg/L	N		150%	09/01/2013	Serious	>Ct. 3	Y	13385(h)	$3,000
5	969664	04/15/2014	Total Coliform	Other	Daily Maximum	230	1600	MPN/100	N		N/A	10/17/2013	Chronic	>Ct. 3	Y	13385(i)	$3,000
6	969662	04/15/2014	Ammonia, Total (as N)	Group 1	Daily Maximum	7.9	15	mg/L	N		90%	10/17/2013	Serious	>Ct. 3	Y	13385(h)	$3,000
7	969663	04/30/2014	Nitrogen, Total (as N)	Group 1	Monthly Average	10	18	mg/L	N		80%	11/01/2013	Serious	>Ct. 3	Y	13385(h)	$3,000
8	1011625	04/30/2014	Ammonia, Total (as N)	Group 1	Monthly Average	2.3	15	mg/L	N		552%	11/01/2013	Serious	>Ct. 3	Y	13385(h)	$3,000
9	985047	12/30/2014	Nitrate, Total (as NO3)	Group 1	Monthly Average	8	9.6	mg/L	N/A	a	12%	7/3/2014	Exempt	Ct. 1	N		$0
10	985048	12/30/2014	Nitrogen, Total (as N)	Group 1	Monthly Average	10	11	mg/L	N/A	a	10%	7/3/2014	Exempt	Ct. 2	N		$0
11	989522	3/31/2015	Nitrogen, Total (as N)	Group 1	Monthly Average	10	13	mg/L	N/A	a	30%	11/1/2014	Exempt	Ct. 3	N		$0
12	989523	03/31/2015	Nitrate, Total (as NO3)	Group 1	Monthly Average	8	12	mg/L	N		50%	10/02/2014	Serious	>Ct. 3	Y	13385(h)	$3,000
															Total Penalty		$ 27,000

Legend of Table

a The first three violations in a six month period shall not receive MMP assesment unless serious.

Ct. Count - The number that follows represents the number of exceedances in the past 180 days, including this violation. A count >Ct. 3 means that a penalty under Water Code section 13385 (i) applies.

1 - Violation occurs on sample date or last date of averaging period.

2 - For Group I pollutants, a violation is serious when the limit is exceeded by more than 40%

- For Group II pollutants, a violation is serious when the limit is exceeded by more than 20%

3 - When a serious violation occurs on the same day as a chronic, the serious violation is only assessed an MMP once and is counted last for the day when determining the number of chronic violations to be assessed a penalty.

Violation period ending the last day of April 2016

Group I Violations Assessed MMP: 8

Group II Violations Assessed MMP: 0

Other Effluent Violations Assessed MMP: 1

Violations Exempt from MMP: 3

Total Violations Assessed MMP: 12

Mandatory Minimum Penalty = (8 Serious Violations + 1 Non-Serious Violations) x $3,000 = $27,000

CALIFORNIA
Water Boards

EDMUND G. BROWN JR.
GOVERNOR

MATTHEW RODRIQUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

North Coast Regional Water Quality Control Board

October 31, 2016

Mr. Kyle Knopp, City Manager
City of Rio Dell
675 Wildwood Avenue
Rio Dell, 95562
cm@riodellcity.com

Dear Mr. Knopp:

Subject: Administrative Civil Liability Complaint No. R1-2016-0050

File: The City of Rio Dell Wastewater Treatment Facility (WWTF), Humboldt County, WDID No. 1B83134OHUM

Enclosed is Administrative Civil Liability (ACL) Complaint No. R1-2016-0050 (Complaint) issued by the California Regional Water Quality Control Board, North Coast Region (Regional Water Board) in the matter of the City of Rio Dell Wastewater Treatment Facility. The Complaint covers the period from May 1, 2012 through April 30, 2016, and alleges that the Rio Dell Wastewater Treatment Facility violated effluent limits in Waste Discharge Requirements (WDRs) Order No. R1-2011-0054 (NPDES Permit No. CA0022748) twelve (12) times during that period. Of the twelve effluent limit violations, nine (9) are subject to Mandatory Minimum Penalties (MMPs), and three (3) are exempt from MMPs. The specific violations alleged are listed in Attachment A to the Complaint. The Complaint proposes that, pursuant to California Water Code section 13385, subdivisions (h) and (i), mandatory minimum penalties in the amount of $27,000 must be imposed.

Additionally, a Fact Sheet is enclosed, along with a Waiver Form. The Fact Sheet describes the Complaint process and explains what the City of Rio Dell (Discharger) can expect and its obligations as the process proceeds. **Please read each document carefully. This Complaint may result in the issuance of an order by the Regional Water Board requiring that the City pay a penalty.**

In accordance with Water Code section 13323, subdivision (b), the Discharger has a right to be heard by the Regional Water Board regarding this matter in a public hearing within

ninety (90) days of issuance of the Complaint. A hearing has been scheduled for January 26, 2017 as described in the enclosed Notice of Public Hearing and Hearing Procedures. If the Discharger wishes to waive its right to a hearing and either pay the MMPs in full or take other action as described in the waiver form, please sign the enclosed waiver form and return it by November 30, 2016. The matter may be settled without a public hearing provided no significant comments are received during the public comment period, which begins with the issuance date of the Complaint and ends on November 30, 2016. The Discharger will be notified of any issues brought forth during the comment period and my decision to settle the matter.

You may contact Nancy Robinson of my staff by telephone at (707) 576-2657 or by email at Nancy.Robinson@waterboards.ca.gov if you have any questions regarding this Complaint.

Sincerely,

Shin-Roei Lee
2016.10.31
15:42:21 -07'00'
Water Boards

Shin-Roei Lee, P.E.
Assistant Executive Officer

161031_NKR_dp_RioDell_ACLC_Transl.tr

Enclosures:
1. Complaint No. R1-2016-0050 (with Attachment A)
2. Complaint Waiver Form
3. Notice of Public Hearing and Hearing Procedures
4. Administrative Civil Liability Fact Sheet

Certified-Return Receipt Requested

cc: Matthias St. John, Executive Officer, RWQCB, Matt.St.John@waterboards.ca.gov
Elizabeth Beryt, OCC, Elizabeth.Beryt@waterboards.ca.gov
Cris Carrigan, OE, Cris.Carrigan@waterboards.ca.gov

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

June 30, 2017

Nancy Robinson
North Coast Regional Water Quality Control Board
5550 Skylane Boulevard, Suite A
Santa Rosa, CA 95403

Re: Administrative Civil Liability Complaint No. R1-2016-0050 for the City of Rio Dell Wastewater Treatment Facility (WWTF), Humboldt County, WDID No. 1B831340HUM – Settlement Proposal

Dear Nancy,

The City of Rio Dell is proposing a compliance project (CP) to be used in the place of offsetting the fines for the violations detailed in Administrative Civil Liability Complaint No. R1-2016-0050. The project that the City would like to present would be to upgrade the wastewater plant's computer, installation of 4 new Dissolved Oxygen (DO) probes, and installation of 4 air sensors with actuating valves to better control the air flowing to each aeration tank. Aeromod has implemented the changes described above in all of their new facilities after the completion of the Rio Dell Treatment Plant back in 2013. This a proven standard in the design of their newer facilities.

Purpose of the Project: The Wastewater Treatment Plant will greatly benefit from aeration processes to each aeration basin allowing the treatment plant to benefit from more precise control on the nitrification/denitrification process. The City believes that this project will lower the potential for future violations within the nitrification/denitrification process of the Rio Dell Wastewater Treatment Facility.

Project Description: The project consists of replacing the 2 original DO probes at the first stage of aeration process. Then installing new mounting hardware and wiring followed by the addition of 2 more DO probes on the second stage of the aeration basins. In addition, fabrication of the current air supply lines to house the new air sensors and electronic controlled air positioning valves. Once all the parts have been installed, a technician will be sent out from Manhattan, Kansas to install the new software on the plant's computer. The technician will also be adjusting the parameters of the newly installed parts to make sure they are operating properly and calibrated. From this point, the project should be done and operational.

Estimate of Cost: Please see the attached Quote, dated January 16, 2017 and sent on January 17, 2017 and March 15, 2017. We have contacted Aeromod during the week of June 26, 2017 to identify if the quote would need to be adjusted and we were informed that the quote remains valid. This quote is for $47,075, and does not include installation labor, which will be performed by City Staff. This amount is clearly well in excess of the $27,000 ACLC.

Task	Description	Deadlines	Estimate of Costs
1	Present compliance project to council and move forward with the project once it is approved by council.	October, 2017	$664 (staff)
2	Order the equipment from Aeromod. (Roughly 30 days to receive equipment.)	October, 2017	$332 (staff)
3	Install equipment from Aeromod.	January, 2017	$39,307 (Aeromod) $883 (staff)
4	Coordinate with Aeromod to have their technician come out to Rio Dell from Kansas to reprogram, update, and calibrate the Treatment Plant's computer to except the new installed equipment.	April, 2018	$7,768 (Aeromod)
5	Turn in documents to the SWRCB to show the project is completed and operational.	June, 2018	$664 (staff)
Total	The total is broken down into costs for materials and services from Aeromod and estimated costs for staff time.		$47,075 (Aeromod) $2,543 (staff)

Thank you,

Kyle Knopp
City Manager
City of Rio Dell

AEROMOD
Wastewater Process Solutions

November 22, 2017

To: Randy Jensen

From: Brooks Newbry

Re: Upgrade to Digester & 2nd Stage Aeration System

Randy:

Attached are preliminary drawings for the valve and piping changes proposed for the 2nd Stage Aeration Basins and the Digesters. The upgrade would include a factory fabricated piping arrangement with new electric positioning valves to control the amount of air being sent to the 2nd Stage Aeration Basins and the Digesters along with the flow conditioner and air flow sensor.

Proposed Scope of Services

Two (2) Digester Pipe Assemblies - Each including:

- RCEL Electric Positioning Actuator with new 4" butterfly valve
- 4" Vortab Air Flow Conditioner
- 4" Air Flow Sensor – FCI
- 4" Sch. 10 SS piping
- Two (2) 6" to 4" SS reducers
- 6" SS Flanges on each end

Two (2) 2nd Stage Aeration Basin Pipe Assemblies – Each including:

- RCEL Electric Positioning Actuator with new 6" butterfly valve
- 6" Vortab Air Flow Conditioner
- 6" Air Flow Sensor – FCI
- 6" Sch. 10 SS piping
- Two (2) 8" to 6" SS reducers
- 8" SS Flanges on each end

These assemblies will be factory welded together ready for installation. The existing air piping will need to be cut and a flange added to bolt this assembly in place. The drawing shows an expansion joint to allow for some forgiveness in the vertical distance,

Aero-Mod, Inc.
7927 U.S. Highway 24, Manhattan, KS 66502 • Phone (785) 537-4995 • Fax (785) 537-0813
www.aeromod.com • aeromod@aeromod.com

but that is a field/contractor decision. The existing pneumatic valves will be used and be bolted in place as per the proposed layout.

In addition, the following items are proposed:

(4) DO Probes by Insite

(1) MPA-48 DO Analyzer by Insite

The Insite DO Analyzer will be able to add another two (2) DO probes if the existing Hach DO probes are replaced with new DO probes by Insite.

The existing control panel would need to be modified and have the following installed in the field:

(1) Input I/O module

(1) Output I/O module

(1) Prosoft switch for Modbus communication

Aero-Mod would provide a Field Technician to install the modules/switches required in the existing control panel. The owner is to have all wiring brought to the existing panel ready for the Aero-Mod technician to land them inside the panel. During the site visit the technician will establish communication with the new modules and the existing PLC, down load updated programing to the PLC, and update/program the touchscreen to reflect the latest upgrade.

Contractor Equipment/Piping Requirements:

1. Remove existing pneumatic valve on each Digester and 2nd Stage Aeration Basin pipe.
2. Cut out piping and weld in new flange for installation of new pipe assemblies.
3. Install power and communication wiring in conduit as per Aero-Mod schematic – this schematic will be provided at a later date in order to assist owner in getting contractor pricing.

Contractor Wiring Requirements (Power) provided by contractor:

1. RCEL Actuator – 115 V Power –
2. FCI Air Flow Sensors – 24V DC – this is twisted shield 18 AWG min and is routed from the sensor to the Aero-Mod panel in the blower building.

Contractor Communication Wire Requirements:

1. Air Flow Sensors - Twisted Shield Communication Wire (Total of 1 pair per

Sensor)

2. RCEL Actuator – Twisted Shield Communication Wire (Total of 2 pair per Valve)
3. Twisted Shield wiring from new MPA-48 Analyzer to the existing plant control panel.

Price:

Aero-Mod will supply the equipment and field trip services for **$47,075**. Terms are payment due within 30 days of receipt of the invoice.

If you have any questions, please call me directly (480-364-6439) our call our office and ask for either Brian Thiemann or myself.

Sincerely,

Brooks W. Newbry

Brooks W. Newbry, PhD, PE
Regional Manager, Aero-Mod, Inc.

Approval Signature-_____

P.O.# -_____

Estimate of Cost: Please see the attached Quote, dated January 15, 2017 and sent on January 17, 2017 and March 15, 2017. We have contacted Aeromod during the week of June 26, 2017 to identify if the quote would need to be adjusted and we were informed that the quote remains valid. This quote is for $47,075, and does not include installation labor, which will be performed by City Staff. This amount is clearly well in excess of the $27,000 ACLC

Task	Description	Deadlines	Estimate of Costs
1	Present compliance project to council and move forward with the project once it is approved by council.	October, 2017	$664 (staff)
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4	Coordinate with Aeromod to have their technician come out to Rio Dell from Kansas to reprogram, update, and calibrate the Treatment Plant's computer to except the new installed equipment.	April, 2018	$7,768 (Aeromod)
5	Turn in documents to the SWRCB to show the project is completed and operational.	June, 2018	$664 (staff)
Total	The total is broken down into costs for materials and services from Aeromod and estimated costs for staff time.		$47,075 (Aeromod) $2,543 (staff)

Thank you.

Kyle Knopp
City Manager
City of Rio Dell

Current State Approved Timeline

Milestone	Description	Completion Date
1	Present CP to council for approval	March 6, 2018
2	Order equipment from Aeromod	March 7, 2018
3	Submit Progress Report	April 30, 2018
4	Install equipment	March – July 31, 2018
5	Submit Progress Report	August 31, 2018
6	Technician from Aeromod to reprogram, update and calibrate equipment	August-September 30, 2018
7	CP completed	November 30, 2018
8	Submit Final Report/Certification of Completion	December 31, 2018

ATTACHMENTS

Resolution No 1367-2017
Attachment A Listing of Effluent Limitation Violations
Attachment B. Administrative Civil Liability Complaint No R1-2016-0050
Attachment C· Letter from the City to NCRWQCB with Settlement Proposal

Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com

December 5 2017

TO Rio Dell City Council

FROM Kyle Knopp, City Manager

SUBJECT Discussion and Possible Action to Approve Resolution No 1367-2017 Approving the North Coast Regional Water Quality Control Board Compliance Project and Approval of Related Budget Adjustment

IT IS RECOMMENDED THAT THE CITY COUNCIL

Approve Resolution No 1367-2017

BACKGROUND AND DISCUSSION

The City of Rio Dell received twelve effluent limit violations from the North Coast Regional Water Quality Control Board (NCRWQCB) between the period of January 31, 2014 and March 31 2015 These violations were primarily a consequence of bringing the City's new wastewater treatment plant online Nine of these violations are subject to Mandatory Minimum Penalties (MMP's) The remaining three violations are exempt Penalties are listed in Attachment A On October 31, 2016 the North Coast Regional Water Board issued, under the authority of California Water Code section 13323, Administrative Civil Liability Complaint No R1-2016-0050 related to the effluent limit violations These MMP s total $27,000 related to exceeding the limitations on Nitrogen, Ammonia and Nitrate

The City of Rio Dell proposed a compliance project to the NCRWQCB in order to apply the penalty towards an improvement to the Waste Water Treatment Plant (WWTP) A compliance project allows the City to make an improvement to the WWTP and have those costs applied towards the fine so long as the improvement is related to the violation In this case, staff is recommending some modifications to the WWTP that will help prevent future violations of State standards Total budget impacts are expected to be $47 075 The project has been reviewed by the State and approved by the Regional Water Quality Control Board Project details are listed in Attachment B Once completed all fines will be forgiven and the plant will have received needed improvements to help prevent future violations

675 Wildwood Avenue
Rio Dell, CA 95562

STAFF REPORT

TO: Rio Dell City Council

FROM: Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: December 18, 2018

RE: Accepting Certification of Votes

RECOMMENDATION

Approve Resolution No. 1411-2018 Accepting the Certification of Votes for the November 6, 2018 General Election.

BUDGETARY IMPACT

None

BACKGROUND AND DISCUSSION

The Humboldt County Elections Department officially certified the votes cast in the November 6, 2018 General Election on December 6, 2018. The Resolution accepts the vote count and recognizes the election of the three candidates as Councilmembers Elect for four-year terms ending with the 2022 General Election. The Resolution also recognizes the passage of Measure J for extension of the City's 1% Transactions and Use (Sales) Tax through December 31, 2024.

Swearing in and seating of the new councilmembers elect will take place following the regular agenda items including the selection of Mayor and Mayor Pro Tem for two- year terms.

ATTACHMENTS:

Resolution No. 1411-2018
Official Vote Count

RESOLUTION NO. 1411-2018
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL ACCEPTING THE CERTIFICATION OF VOTES FOR THE NOVEMBER 6, 2018 GENERAL ELECTION

WHEREAS, the Humboldt County Election Division has officially certified the votes cast in the November 6, 2018 General Election for the City of Rio Dell for Rio Dell City Councilmembers and Measure J: Extending a one percent (1.0%) Transaction and Use Tax for general purposes to December 31, 2024 as:

Bryan Richter	-	**598**	**29.78%**		
Julie Woodall	-	**616**	**30.68%**		
John B. McManus	-	303	13.65%		
Debra L. Garnes	-	**447**	**22.26%**		
Measure J	-	**475**	**Yes**	**50.64%**	
		463	No	49.36%	

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIO DELL DOES HEREWITH RESOLVE:

To accept the vote count as certified by the Humboldt County election Division (copy attached); and

To recognize the election of the three (3) candidates as Councilmembers Elect for a four year term or as otherwise prescribed by law; and

To recognize the passage of Measure J; a Ballot Measure for the extension of a local one percent (1.0%) Transaction and Use (Sales) Tax until December 31, 2024, having received the required simple majority of affirmative votes.

PASSED AND ADOPTED this 18th day of December, 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 to be a full, true and correct copy of Resolution No. 1411-2018 adopted by the City Council of the City of Rio Dell on December 18, 2018.

_____

Karen Dunham, CMC

COUNTY OF HUMBOLDT
Office of Elections & Voter Registration

2426 6th Street
Eureka, CA 95501-0788
707-445-7481
Fax 707-445-7204

December 6, 2018

Karen Dunham, City Clerk
City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

Re: Presidential General Election – November 6, 2018
Certification Results

Dear Karen:

Enclosed please find a copy of the County of Humboldt's Certificate of Results of Canvass for the Statewide General Election held on November 6, 2018 for the following:

- Rio Dell City Councilmember
- Measure J

Please feel free to contact our office with questions.

Regards,

Lucinda Jackson
Administrative Analyst
ljackson@co.humboldt.ca.us
707-445-7481

Enclosures

Certificate of Results of Canvass
November 6, 2018
Statewide General Election
Measure J

STATE OF CALIFORNIA }
} SS
COUNTY OF HUMBOLDT }

I, Kelly E. Sanders, Registrar of Voters of the County of Humboldt, do hereby certify that pursuant to the provisions of Section 15301 et al., of the California Elections Code, I did canvass the return of votes cast in the November 6, 2018, Statewide General Election, and that the Statement of Votes Cast to which this Certification is attached shows the total number of votes cast and the total number of votes cast for each measure in each respective precinct therein and that the totals for each measure are true and correct.

WITNESS MY HAND AND OFFICIAL SEAL this 6th Day of December, 2018.

KELLY E. SANDERS
REGISTRAR OF VOTERS

Signed: _____
Deputy

Total Number of Voters : 53,435 of 78,757 = 67.85%

Precincts Reporting 144 of 144 = 100.00%

Party	Candidate	Vote by Mail		Mail Ballot Precincts		Election		Total	
MEASURE I CITY OF EUREKA, Vote For 1									
	YES	3,539	64.19%	250	62.97%	2,093	64.50%	5,882	64.25%
	NO	1,974	35.81%	147	37.03%	1,152	35.50%	3,273	35.75%
	Cast Votes:	5,513	95.71%	397	93.85%	3,245	94.39%	9,155	95.16%
	Over Votes:	1	0.02%	0	0.00%	1	0.03%	2	0.02%
	Under Votes:	246	4.27%	26	6.15%	192	5.58%	464	4.82%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
26	26	100.00%	9,621	14,591	65.94%

MEASURE J CITY OF RIO DELL, Vote For 1									
	YES	312	51.06%	0	0.00%	163	49.85%	475	50.64%
	NO	299	48.94%	0	0.00%	164	50.15%	463	49.36%
	Cast Votes:	611	96.22%	0	0.00%	327	98.79%	938	97.10%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	24	3.78%	0	0.00%	4	1.21%	28	2.90%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
2	2	100.00%	966	1,688	57.23%

MEASURE M CITY OF ARCATA, Vote For 1									
	YES	1,622	32.31%	1	25.00%	838	31.96%	2,461	32.19%
	NO	3,398	67.69%	3	75.00%	1,784	68.04%	5,185	67.81%
	Cast Votes:	5,020	94.52%	4	100.00%	2,622	96.26%	7,646	95.11%
	Over Votes:	1	0.02%	0	0.00%	2	0.07%	3	0.04%
	Under Votes:	290	5.46%	0	0.00%	100	3.67%	390	4.85%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
12	12	100.00%	8,039	11,018	72.96%

Certificate of Results of Canvass
November 6, 2018
Statewide General Election
Rio Dell City Councilmember

STATE OF CALIFORNIA }
} SS
COUNTY OF HUMBOLDT }

I, Kelly E. Sanders, Registrar of Voters of the County of Humboldt, do hereby certify that pursuant to the provisions of Section 15301 et al., of the California Elections Code, I did canvass the return of votes cast in the November 6, 2018, Statewide General Election, and that the Statement of Votes Cast to which this Certification is attached shows the total number of votes cast and the total number of votes cast for each candidate in each respective precinct therein and that the totals for each candidate are true and correct.

WITNESS MY HAND AND OFFICIAL SEAL this 6th Day of December, 2018.

KELLY E. SANDERS
REGISTRAR OF VOTERS

Signed: _____
Deputy

Total Number of Voters : 53,435 of 78,757 = 67.85%

Precincts Reporting 144 of 144 = 100.00%

Party	Candidate	Vote by Mail		Mail Ballot Precincts		Election		Total	
FERNDALE CITY COUNCILMEMBER (2 YR), Vote For 1									
	JENNIFER FISK-BECKER	394	98.01%	0	0.00%	220	97.78%	614	97.93%
	Unresolved Write-Ins	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Unqualified Write-Ins	8	1.99%	0	0.00%	5	2.22%	13	2.07%
	Cast Votes:	402	85.17%	0	0.00%	225	83.64%	627	84.62%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	70	14.83%	0	0.00%	44	16.36%	114	15.38%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
1	1	100.00%	741	966	76.71%

Party	Candidate	Vote by Mail		Mail Ballot Precincts		Election		Total	
FORTUNA CITY COUNCILMEMBER, Vote For 3									
	MIKE JOHNSON	1,610	31.95%	15	34.09%	675	31.87%	2,300	31.94%
	SUE LONG	1,571	31.18%	10	22.73%	659	31.11%	2,240	31.11%
	JEREMY STANFIELD	1,774	35.21%	18	40.91%	743	35.08%	2,535	35.20%
	Unresolved Write-Ins	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Unqualified Write-Ins	84	1.67%	1	2.27%	41	1.94%	126	1.75%
	Cast Votes:	5,039	58.42%	44	61.11%	2,118	57.59%	7,201	58.19%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	3,586	41.58%	28	38.89%	1,560	42.41%	5,174	41.81%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
8	8	100.00%	4,125	6,517	63.30%

Party	Candidate	Vote by Mail		Mail Ballot Precincts		Election		Total	
RIO DELL CITY COUNCILMEMBER, Vote For 3									
	BRYAN RICHTER	387	29.50%	0	0.00%	211	30.32%	598	29.78%
	JULIE WOODALL	394	30.03%	0	0.00%	222	31.90%	616	30.68%
	JOHN B. MCMANUS	208	15.85%	0	0.00%	95	13.65%	303	15.09%
	DEBRA L. GARNES	289	22.03%	0	0.00%	158	22.70%	447	22.26%
	Unresolved Write-Ins	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Unqualified Write-Ins	34	2.59%	0	0.00%	10	1.44%	44	2.19%
	Cast Votes:	1,312	68.87%	0	0.00%	696	70.09%	2,008	69.29%
	Over Votes:	1	0.16%	0	0.00%	0	0.00%	1	0.10%
	Under Votes:	590	30.97%	0	0.00%	297	29.91%	887	30.61%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
2	2	100.00%	966	1,688	57.23%

HUMBOLDT
Local Agency Formation Commission
1125 16th Street, Suite 202, Arcata, CA 95521
(707) 445-7508 / (707) 825-9181 fax
www.humboldtlafco.org

Date: December 7, 2018

To: Mayor City Selection Committee of Humboldt County
City Council Members of Humboldt County

From: Colette Metz, Executive Officer

Subject: **Request for City Member Appointments to LAFCo**

Humboldt LAFCo has two impending vacancies on its Commission and is requesting interested city council members to submit letters of interest for consideration at the upcoming meeting of the Mayor Selection Committee. Two city member seats on LAFCo are becoming vacant due to expiring elected terms for outgoing councilmember Gordon Johnson and mayor Frank Jager. A special meeting of the Mayor City Selection Committee will be scheduled in January 2019 for purposes of appointing two new *regular* city members to fill the balance of the unexpired LAFCo terms, one expiring at the end of June 2020 and the other expiring at the end of June 2022. The current listing of city members appointed to LAFCo is provided below.

Current City Members on LAFCo

Designation	Current Member	Term Expiration
Regular Member	Gordon Johnson, City of Rio Dell	June 30, 2020
Regular Member	Frank Jager, City of Eureka	June 30, 2022
Alternate Member	Sue Long, City of Fortuna	June 30, 2022

Humboldt LAFCo is an independent commission created by the State Legislature to encourage the orderly growth and development of local agencies. LAFCo's mission is to facilitate changes in local governmental structure and boundaries that foster orderly growth and development, promotes the efficient delivery of services, and encourages the preservation of open space and agricultural lands. LAFCo seeks to be proactive in raising awareness and building partnerships to accomplish this through its special studies, programs, and actions.

The Commission is composed of seven regular commissioners: two county supervisorial members, two city council members, two special district members, and one public member, with an alternate for each category. LAFCo meets on the third Wednesday of odd numbered months at 9:00 a.m. in the Humboldt County Board of Supervisors Chamber. Commissioners receive a $20 per diem stipend and mileage reimbursements to help defray the costs of attending meetings. For more information about LAFCo, please visit www.humboldtlafco.org or contact the LAFCo office at 445-7508.

Interested mayors or city council members are encouraged to provide letters of interest or other pertinent information for consideration by the Mayor City Selection Committee. Please send your letters of interest to colettem@humboldtlafco.org.

cc: Kathy Hayes, Clerk of the Board of Supervisors
City Managers

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
7432	11/07/2018	[0576] 101 AUTO PARTS	WIPER BLADES FOR 2017 FORD INTERCEPTOR , IND BELT, PIPE BUSHING; BLASTER; GAUGE , FOUR SPARK PLUGS; RAIN X CLEANER; TWELVE QTS 10W30 OIL, TWO QTS HD30 , TRI-POWER IND V-BELT; PIPETAP; EX-6 EASY OUT , EX-7 SCREW EXTRACTOR; ST-7 STRAIGHT SCRE, EXTRACTOR , SEALANT; PTX ANTISEIZE; D EARTH , THREE FUSES , TWO FUSES , LED SLD BEAM TAIL; LAMP; EMBLEMS , HOLE SAW	361.38
7433	11/07/2018	[6038] ACCURATE TERMITE & PEST SOLUTIONS	MONTHLY RODENT CONTROL @ 475 HILLTOP DR	170.00
7434	11/07/2018	[5235] ADVANTAGE FINANCIAL SERVICES	DOCSTAR USER LICENSES & SYSTEM SOFTWARE	193.00
7435	11/07/2018	[3975] AT&T - 5709	FAX LINE EXPENSES FOR OCTOBER 2018	41.96
7436	11/07/2018	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR NOVEMBER	2,075.00
7437	11/07/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 10/26/18	60.00
7438	11/07/2018	[6396] JEFF N CONNER	MEALS PER DIEM TO ATTEND POST MANAGMENT COURSE SESSION B	152.00
7439	11/07/2018	[1936] CHRIS DAZZI	REFUND ON CONDITIONAL USE PERMIT @ 130 WEBSTER ST	26.61
7440	11/07/2018	[5127] DELTA DENTAL	DENTAL INSURANCE FOR DECEMBER 2018	1,813.57
7441	11/07/2018	[2385] EUREKA READYMIX	25.84 TONS 3/4 BASE ROCK; 26.53 TONS SAND	678.09
7442	11/07/2018	[2405] FORTUNA ACE HARDWARE	TWO IRON UNIONS; TWO GALV NIPPLES , EPOXY INSTANT MIX , 50 EA PLUMBING TUBING	73.30
7443	11/07/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR SRTS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT	16,435.75
7444	11/07/2018	[6486] GREEN TO GOLD ENTERPRISES LLC	PVC BALL VALVE; BRASS SWIVEL, THREE SUPER DUTY FLEXOGEN HOSES; THREE POLY "Y" W/SHUT OFF; BRASS SWIVEL, SUPER DUTY FLEXOGEN HOSE, TWO POLY "Y" W/SHUT OFF	353.66
7445	11/07/2018	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	TWO KPSI SERIES 320 SUBMERSIBLE TRANSMITTER	1,580.36
7446	11/07/2018	[5932] HIGH ROCK CONSERVATION CAMP	BRUSH REMOVAL-W/WW TREATMENT PLANT; BLUE SLIDE RD & EDWARDS DR; MONUMENT RD; IRRIGATION FIELD; NORTHWESTERN AVE	1,200.00
7447	11/07/2018	[2447] HILFIKER PIPE CO.	48" MANHOLE FLAT TOP COVER; 24" CAST IRON FRAME & COVER SD	572.25
7448	11/07/2018	[6136] JB FABRICATION	DESIGN & CUT FOUR WATER BAFFLES	241.05
7449	11/07/2018	[2501] KEENAN SUPPLY	ROMAC SS RPR CLAMPS , PSI POLYETHYLENE PIPE , PSI POLYETHYLENE PIPE , ROMAC DOUBLE STRAP SERVICE SADDLE	196.53
7450	11/07/2018	[3478] MATTHEWS PAINTS	TWO FUSE KTK-R2	14.36
7451	11/07/2018	[6000] McCREA MOTORS	2014 NISSAN ALTIMA OIL CHANGE; TIRE ROTATION; REPAIR EXHAUST PIPE	90.94
7452	11/07/2018	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR OCTOBER 2018	1,000.00
7453	11/07/2018	[4908] MITCHELL BRISSO DELANEY & VRIEZE	LEGAL SERVICES FOR OCTOBER 2018 , LEGAL SERVICES FOR OCTOBER 2018 LEGAL SERVICES FOR OCTOBER 2018	3,804.68
7454	11/07/2018	[5968] MOBLEY CONSTRUCTION	REPAIR PIPE BEHIND POST OFFICE	1,873.60
7455	11/07/2018	[5934] NORTH COAST JOURNAL	EMPLOYMENT ADVERTISEMENT FOR POLICE OFFICER THROUGH ONLINE PORTAL EMPLOYMENT ADVERTISEMENT FOR POLICE OFFICER	130.00

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
7456	11/07/2018	[2569] NORTH COAST LABORATORIES, INC.	COLIFORM QUANTI-TRAY	60.00
7457	11/07/2018	[6100] NORTHERN CALIFORNIA GLOVE	FOUR PVC RAINCOATS	239.25
7458	11/07/2018	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR NOVEMBER 15, 2018 THROUGH DECEMBER 2018	1,140.00
7459	11/07/2018	[5973] PRECISION INTERMEDIA	MONTHLY WEB HOSTING FEE FOR NOVEMBER	30.00
7460	11/07/2018	[6323] PURVIS, ETHAN	CUSTOMER DEPOSIT REFUND	162.71
7461	11/07/2018	[4338] QUILL CORPORATION	LASER BLANK TOP CHECKS , ONE BOX EPSON CASH REGISTER RIBBONS , DELL TONER CARTRIDGE	141.78
7462	11/07/2018	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR OCTOBER 2018	429.63
7463	11/07/2018	[5560] REDI-RENTS	NIFTYLIFT RENTAL	879.50
7464	11/07/2018	[2655] RENNER PETROLEUM	DYED DIESEL FUEL	289.21
7465	11/07/2018	[5931] ROBERT COLBURN ELECTRIC, INC.	REPAIR FUSE DUE TO SHORT IN SOLENOID VALVE	412.50
7466	11/07/2018	[2664] ROGERS MACHINERY INC	REPAIRS TO GORMAN RUPP T6A3S-B/F PUMP	1,197.85
7467	11/07/2018	[2693] SHELTON'S AUTO LUBE	2014 FORD INTERCEPTOR FULL OIL CHANGE SERVICE 2014 FORD INTERCEPTOR WIPER BLADES	75.49
7468	11/07/2018	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE, BOX RETRIEVAL & ACCESSION FEE FOR OCTOBER 2018	119.20
7469	11/07/2018	[6506] SICPA PRODUCTS SECURITY, LLC	ITSS FEES - CASH COLLECTED FOR CANNABIS (SEPTEMBER 2018)	1,750.00
7470	11/07/2018	[2710] STARPAGE	PAGING SERVICE 11/1/18 - 11/30/18	12.95
7471	11/07/2018	[6608] SUNNY BRAE ANIMAL CLINIC INC.	FELINE URGENT CARE EXAM & EUTHANASIA	230.00
7472	11/07/2018	[6373] THATCHER COMPANY, INC.	330 G TOTE SANI CHLOR 12.5; TWO 3303 # TOTE SODIUM BISULFITE 25%; CONTAINER DEPOSIT, CONTAINER DEPOSIT REFUND, TWO 330 G TOTE SANI CHLOR 12.5; CONTAINER DEPOSIT	6,294.37
7473	11/07/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 10/26/18	5,486.23
7474	11/07/2018	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR NOVEMBER 2018	534.58
7475	11/07/2018	[2787] WYCKOFF'S	TWO 1X3/4" POLY GALVY MA, 1/2" PIPE TAP, STEEL INSERT ADAPTER; HOSE CLAMPS; GALV COUPLING, BRASS PIPE NIPPLES & TEES, 400-C-AL 4" FEM COUPLER HOSE SHANK FOR VACTOR TRAILER, TWO CHECK VALVES; TWO SCH 80 NIPPLES , ADAPTER; GLUE; BRASS ELBOWS; BRASS PIPE NIPPLES FOUR CHECK VALVES	214.52
7476	11/19/2018	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR OCTOBER 2018	533.91

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
7477	11/19/2018	[2237] BANK OF AMERICA BUSINESS CARD	COSTCO - SPOONS; COMET; SCRUB COMBO, PRINTING SERVICES FOR DOOR HANGERS, COSTCO - HOT CUPS; CLOROX WIPES, LOC - 2019 CITY MANAGER'S FULL CONFERENCE, ADOBE PRO MONTHLY SUBSCRIPTION , USPS EVERY DOOR DIRECT - NEWSLETTER MAILING, SUPPLYME.COM - BORDER TRIMS, LOST COAST COMM - EMPLOYMENT ADVERTISEMENT FOR POLICE OFFICER , SHOPLET - FOUR YEARLY WALL CALENDARS; TWO 3-MONTH WALL CALENDARS; THREE MONTHLY WALL CALENDARS W/RULED DAILY BLOCKS , LODGING TO ATTEND TRAINING, CSMFO CONFERENCE REGISTRATION, LODGING TO ATTEND MMANC, LODGING TO ATTEND ANNUAL SCORE TRAINING & BOD MEETING, LODGING TO ATTEND ANNUAL SCORE TRAINING & BOD MEETING, ROOT 101 - BOLT CUTTER, PRINTRUNNER - DOOR HANGERS,AMAZON - TWO BOXES LEGAL SIZE FASTENER FILE FOLDERS, OWP SAC STATE - ONE SMALL WATER SYSTEM OPERATION & MAINT COURSE PACKCAGE; THREE WATER DISTRIBUTION SYSTEM OPERATION & MAINT COURSE PACKAGES, KAESER - PRESSURE RELEASE VALVE, REPAIR	8,647.63
7478	11/19/2018	[6466] BCR ENVIRONMENTAL CORP	55 GAL DRUM PARATHERM NF	1,762.71
7479	11/19/2018	[2301] MARK A. CLEMENTI, PH.D.	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION FOR POLICE OFFICER	685.00
7480	11/19/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 11/9/18	60.00
7481	11/19/2018	[3385] EVANS MECHANICAL INC.	REPLACE BAD PRESSURE SWITCH AT CITY HALL	308.81
7482	11/19/2018	[2405] FORTUNA ACE HARDWARE	TWO GAL DISTILLED WATER; TWO SHARPIE MARKERS TWENTY TWO 24" SQ STEPPING STONES FOUR 24" SQ STEPPING STONES	363.17
7483	11/19/2018	[4855] FRESHWATER ENVIRONMENTAL SERVICES	CONSULTING SERVICES FOR OERP ORIENTATION	720.00
7484	11/19/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR DRINKING WATER INFRASTRUCTURE IMPROVEMENT FUNDING	22,099.75
7485	11/19/2018	[5468] GREGORY, TODD	CUSTOMER DEPOSIT REFUND	130.00
7486	11/19/2018	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	LAB EQUIPMENT; TWO 10 1/2" ONE HAND WRENCH; FOUR HYDRANT ADJUSTABLE WRENCH, EIGHT 50' FIRE HOSE	2,924.12
7487	11/19/2018	[2110] GRAHAM G HILL	RE-ISSUE REFUND FOR OVERPAYMENT ON COBRA INSURANCE	140.47
7488	11/19/2018	[2474] HUMMEL TIRE & WHEEL, INC	FOUR DURATRAC TIRES; WHEEL BALANCE; FRONT END ALIGNMENT FOR 2002 GMC 2500 HD TRUCK	917.38
7489	11/19/2018	[5942] KEENAN & ASSOCIATES	HEALTH INSURANCE FOR DECEMBER 2018	13,609.88
7490	11/19/2018	[6605] KEN GRADY COMPANY, INC.	ANALYZER REPAIRS	1,451.76
7491	11/19/2018	[6008] SABRINA M LUMPKIN	REIMBURSEMENT FOR INTERIOR CAR DETAILING	175.00
7492	11/19/2018	[5689] MENDES SUPPLY COMPANY	TWO CASES PAPER TOWEL ROLLS; ONE BOX LIQUID HAND SOAP; TWO CASES TOILET TISSUE; ONE CASE DISINFECTANT DAMP MOP CLEANER	358.32
7493	11/19/2018	[4360] MODERN MARKETING, INC	BLACK NITRILE GLOVES	174.77

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
7494	11/19/2018	[5934] NORTH COAST JOURNAL	EMPLOYMENT ADVERTISEMENT FOR POLICE OFFICER THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT FOR POLICE OFFICER	130.00
7495	11/19/2018	[2603] PG&E	UTILITY EXPENSES FOR OCTOBER 2018	18,867.91
7496	11/19/2018	[2694] SHELL OIL CO.	PD FUEL EXPENSES FOR OCTOBER 2018 PW FUEL EXPENSES FOR OCTOBER 2018 ADMIN CAR FUEL EXPENSES FOR OCTOBER 2018 PD FUEL EXPENSES FOR NOVEMBER 2018	2,749.00
7497	11/19/2018	[2319] SUDDENLINK	MONTHLY BROADBAND, INTERNET & PHONE SERVICE 11/10/18 - 12/9/18	875.42
7498	11/19/2018	[6373] THATCHER COMPANY, INC.	330 G TOTE SANI CHLOR 12.5 & CONTAINER DEPOSIT	1,229.12
7499	11/19/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 11/9/18	5,148.07
7500	11/19/2018	[2779] WILDWOOD SAW	ONE GAL BAR OIL; DIAMOND EDGE TRIMMER LINE; STIHL HP MIX	131.71
7501	11/19/2018	[2787] WYCKOFF'S	COUPLINGS; ELBOWS; BUSHINGS	79.64
7502	11/20/2018	[2237] BANK OF AMERICA BUSINESS CARD	HOTEL INCORRECTLY POSTED PERSONAL CHARGE TO HOTEL BILL; REIMBURSED BY PERSONAL CHECK #3209 TO CITY OF RIO DELL	11.50
7503	11/27/2018	[6620] CDTFA	WR STF 094-008969 ANNUAL WATER RIGHTS FEES 7/1/18 - 6/30/19 WR STF 094-008968 ANNUAL WATER RIGHTS FEES 7/1/18 - 6/30/19 WR STF 094-013239 ANNUAL WATER RIGHTS FEES 7/1/18 - 6/30/19	787.07
7504	11/27/2018	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR DECEMBER 2018	277.50
7505	11/27/2018	[2385] EUREKA READYMIX	5.16 TONS 3/8 PEA GRAVEL FOR WATER LEAK ON WILLOW LN	61.16
7506	11/27/2018	[2393] FASTENAL COMPANY	TWO 14" FMP DIAMOND BLADES	221.74
7507	11/27/2018	[2405] FORTUNA ACE HARDWARE	DBL GNG PVC BOX; 3 EA GFI RECEPT; WALLPLATE; 10 EA 60# CONCRETE MIX; 22 EA SQ STEPPING STONES, 6 EA GOPHOR TRAPS; 10 EA 60# CONCRETE MIX; CDX PLYWOOD, DRILL BIT; BOLTS, EIGHT PORTLAND 94# CEMENT FOR PAINTER ST MANHOLE, TRASH BAGS; DRILL BIT; TWO GAL DISTILLED WATER; BOLTS FOR BIO DRYER	656.06
7508	11/27/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR SRTS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT, ENGINEERING SERVICES FOR TSO WASTEWATER SYSTEM; TAC MEETINGS & TRANS PLANNING	9,526.25
7509	11/27/2018	[2569] NORTH COAST LABORATORIES, INC.	NITRATE AND/OR NITRITE; PURGEABLES BY GC/MS; SUBCONTRACTED ANALYSIS; TOTAL DISSOLVED SOLIDS	530.00
7510	11/27/2018	[2662] RIO DELL/SCOTIA CHAMBER OF COMMERCE	REIMBURSEMENT FOR TOWN HOLIDAY DECORATIONS	1,500.00
7511	11/27/2018	[4215] ROCHA'S AUTOMOTIVE	REPAIRS TO 2008 FORD F-250 SUPER DUTY XL V10 6.8L TRUCK	3,548.08
7512	11/27/2018	[2664] ROGERS MACHINERY INC	NEW AQUAVAR INTELLIGENT PUMP CONTROLLER	4,911.69
7513	11/27/2018	[2709] STAPLES DEPT. 00-04079109	EIGHT CASES COPY PAPER, HP LASERJET PRO PRINTER	587.53
7514	11/27/2018	[3829] TELSTAR INSTRUMENTS, INC	BALL VALVE W/MULTIFUNCTION MODULE	229.27
7515	11/27/2018	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR DECEMBER 2018	315.38
7516	11/27/2018	[2772] WENDT CONSTRUCTION, INC	REMOVE & REPLACE SEWER LATERAL AT 229 BELLEVIEW ONE LOAD TOPSOIL DELIVERED	5,065.00

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
7517	11/29/2018	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF NOVEMBER 2018	359.31
Total Checks/Deposits				**165,698.95**

Ref#	Date	Vendor	Description	Amount
5718458	11/01/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR FINAL PAYCHECK - 10/31/2018	-1,091.88
562-432	11/01/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FINAL PAYCHECK - 10/31/2018	-229.20
808118	11/02/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR OCTOBER 2018	-582.66
1500835	11/05/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 10/26/2018	-11,566.12
307-968	11/05/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 10/26/2018	-2,421.93
9424184	11/15/2018	WITHDRAWALS	BANK ANALYSIS FEE FOR NOVEMBER 2018	-139.39
265-408	11/19/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 11/09/18.	-1,979.50
2472085	11/19/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 11/09/18.	-10,837.72
Total EFT's/Bank Withdrawals				**-28,848.40**

Ref#	Date	Vendor	Description	Amount
TRX TO PR	11/13/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 11/09/2018	-28,664.40
TRX TO PR	11/27/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 11/23/2018	-31036.29
Total Transfer Between Accounts				**-59,700.69**

Staff Update – 2018-12-18

City Council

The next City Council meeting will be held on Thursday, January 2, 2019.

City Manager

Staff are looking into the potential need to provide a fibver line into City Hall for internet access. This may be necessitate3d by the adoption of the RIMS system for the Police Department. RIMS is now deployed with all other local law enforcement agencies with the exception of Ferndale and Rio Dell.

CM working with State to finalize the City Engineer Contract.

The City was unsuccessful in moving to the next level on our River Parkways grant submission. Feedback on the grant indicated tough competition from other jurisdictions in Northern California.

The County has issued its Final Cumulative Report for the November election. Measure J, the extension of the Rio Dell Sales and Use Tax, has passed with 475 votes yes, and 463 votes opposed. A special thanks should go to Gordon Johnson who spearheaded the election effort.

The City's new Wastewater Superintendent will have his first day on Wednesday January 2, 2019. We plan to introduce him at the Council's meeting on the 2nd.

Held track and trace conference call update and was informed by SICPA our operators are doing a good job comparative to many operators outside of Rio Dell.

The City has received its first Measure X tax payment on December 12th 2019.

The CM met with representatives from Terra-Gen on 12/13 who are working on the nearby wind energy project. In the past, Terra Gen has insisted that the project would not use Monument Road for construction or operation of the facility. It became clear at the meeting that it was pssible that Monument road may be used. The CM has issued an email to the County asking that the impacts of this new information be looked into in conjunction with the City.

City Clerk

City Attorney

Human Resources, Risk & Training

Finance Department

The tasks of P/R, A/P, A/R, and monthly reconciliations of the G/L are on-going.

DocStar electronic filing continues and has become a daily task for filing and storage of City documents. DocStar has become instrumental in City-wide management of new and historical documents.

Water shut off notices were sent out on December 11th. Customers with past due and current charges (two months) are sent shut off notices (Ord. 13-05-250). Phone calls are also made as a courtesy to customers.

Decals have been placed on payment drop box and the box is available for use. A sign will be put into place identifying the parking spot for payment drop off. The drop slot at City Hall entrance is available for payments and Saturday mail delivery.

Training for AB 1825 Sexual Harassment Training is planned for February 11, 2019 at City Hall from 9:00 am to 12:00 pm. AB 1825, which is required for employees and City Council members, is through Employment Risk Management Authority (ERMA). The City is a member of ERMA through Small Cities Organized Risk Effort (SCORE), which provides liability insurance to the City through joint powers agreement (JPA). ERMA provides this training to member cities free of charge.

Customers have been requesting automatic payment set up for utility bills. Finance staff is researching whether or not this is feasible for the City.

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 November 14 to December 11, 2018. This period of time saw a normal number of calls for service, but fewer incidents requiring reports. The number of arrests was also less than normal. This may be partially due to the colder and wetter weather keeping people inside more.

Officer	Calls for Service	Reports	Arrests
Conner	50	7	1
Beauchaine	48	6	4
Carnahan	25	6	2
Totals	135 (12 unassigned)	19	7

During the period of November 14 to December 12, 2018, the Department opened six new cases dealing with abandoned or junk vehicles. During the same time period, the Department closed five cases. Two cars were towed by the City while the others were removed by their owners. As of December 11, 2018, there were four open junk vehicle cases.

During the period of November 14 to December 11, 2018, there were fifteen calls for service related to animal control issues. Two dogs, eleven cats and seven newborn kittens were transported to Miranda's Rescue during this time period. Ten of the cats came from a house on Second Avenue that recently changed hands and the former occupants left many of their cats behind.

Chief Conner attended background investigator training in Sacramento.

On November 23, 2018, Officer Carnahan was dispatched to a domestic violence incident in progress. The victim escaped out of a bathroom window when the suspect tried to choke her. She then fled to a neighbor's house. The suspect followed and a physical fight ensued between the suspect and the man who lived at the second residence. The man was able to evict the suspect from his house, but the suspect then tried to break down the door. When he was unable to do this, he threw a pumpkin through a large picture window. He then started throwing objects at the couple inside including firewood and a gardening shovel. A large piece of firewood hit the female occupant on the top of her head, which caused a large laceration. The shovel hit the male occupant in the chest, also causing a large laceration. The struggle continued through the window until the suspect withdrew after suffering lacerations to his arm, hand and head. When Officer Carnahan arrived, he kept the peace while medical staff dealt with all four of the participants. Only the initial domestic violence victim was not transported by ambulance to the hospital. Sergeant Beauchaine and Chief Conner both responded to the scene from their homes to help interview the witnesses and to process the crime scene. The suspect has been charged with several felonies including burglary, assault with a dangerous weapon, and domestic violence.

Community Development Department

Review CBC/CRC water storage requirements for fires as part of GHD's study.

Plan Check for John Mela carport. Meet Mr. Mela onsite.

Respond to W-Trans regarding completion of TIS and base line data for ADT.

Meeting with Connor McGuigan regarding Regional Climate Action Plan.

Review revised DANCO site plan and provide comments. Prepare alternative site plan for comment. Discuss with project architect.

Prepare Staff Report for Planning Commission regarding Humboldt Brand's modification request.

Review CDBG files regarding insurance and prepare and send out letters. Prepare spreadsheet on outstanding loan amounts, $ 1,071,008.90.

Reply to LITICA Labs regarding annual fees.

Review Mountain Investments file. Email to principals regarding fees.

Respond to Sue Strahan regarding Smoke and CO2 Affidvait.

Complete HRDBP property tax information regarding increase in property taxes past three years.

Amend Mazur/Fraser Notice of Merger.

Review Mechanical Code regarding intake and exhaust requirements, clearances to openings, electrical panel and gas meter. Review PG&E's Greenbook, tele with Nicole at PG&E. Get back to Bob Secor Heating.

Phone call with Randy Hoisington regarding cultivation of hemp. Review Farm Bill, follow-up email to County Ag Commissioner.

Meet with David and Vince (Humboldt Live Resin) discuss Track and Trace and review updated inventory information.

Respond to Deluca and Monaghan inquiry regarding water costs at HRDBP.

Meeting with Michelle Viltrakis regarding needed corrections at 95 Ogle Avenue. Send her code information on guardrails, handrails and landings.

Respond to Bureau of Cannabis Control regarding Litica labs and Humboldt's Finest (Glenn White Group).

Telephone and email correspondence with Josh Black of Element 7 regarding parcels at the HRDBP and possible retail sales in the City proper.

Purge CDBG files, box-up and take to retention.

Meeting with Glenn White regarding inventory, distribution. Received first tax payment.

Tele with Robert Weiner regarding sprinklers. Review Fire Code and respond.

PC Meeting

Review Fockaert (Berkeley Fourplex) file regarding processing time.

Intergovernmental

Council Priority Areas

Street Work

Preliminary work beginning on FY2018-2019 City funded streets project.

River Access

Habitat Parcel

Seeking final warrant for property access

Code Enforcement

Held Nuisance Committee meeting.

Access Humboldt

As the number of cable subscriptions decline, potential changes in FCC regulations could allow local cable franchisees to reduce or eliminate payments to maintain systems like Access Humboldt. Staff will be presented additional information on this on December 19th.

675 Wildwood Avenue
Rio Dell, CA 95562-1597
(707) 764-3532 - City Hall

CITY OF RIO DELL
OATH OF ALLEGIANCE FOR PUBLIC OFFICIALS

STATE OF CALIFORNIA) ss.
COUNTY OF HUMBOLDT)

I, **Debra Garnes** do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California, and the adopted ordinances and resolutions of the City of Rio Dell; that I take this obligation freely, without any mental reservation or purpose of evasion and that I will well and faithfully discharge the duties upon which I am about to enter.

SUBSCRIBED AND SWORN BEFORE ME THIS 18th day of December 2018.

_____ _____

Karen Dunham, CMC
City Clerk, City of Rio Dell

Signature

675 Wildwood Avenue
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CITY OF RIO DELL
OATH OF ALLEGIANCE FOR PUBLIC OFFICIALS

STATE OF CALIFORNIA) ss.
COUNTY OF HUMBOLDT)

I, **Bryan Richter** do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California, and the adopted ordinances and resolutions of the City of Rio Dell; that I take this obligation freely, without any mental reservation or purpose of evasion and that I will well and faithfully discharge the duties upon which I am about to enter.

SUBSCRIBED AND SWORN BEFORE ME THIS 18th day of December 2018.

_____ _____

Karen Dunham, CMC
City Clerk, City of Rio Dell

Signature

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CITY OF RIO DELL
OATH OF ALLEGIANCE FOR PUBLIC OFFICIALS

STATE OF CALIFORNIA) ss.
COUNTY OF HUMBOLDT)

I, **Julie Woodall** do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California, and the adopted ordinances and resolutions of the City of Rio Dell; that I take this obligation freely, without any mental reservation or purpose of evasion and that I will well and faithfully discharge the duties upon which I am about to enter.

SUBSCRIBED AND SWORN BEFORE ME THIS 18th day of December 2018.

_____ _____

Karen Dunham, CMC
City Clerk, City of Rio Dell

Signature

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

CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA

TO: Mayor and Members of the City Council

FROM: Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: December 18, 2018

SUBJECT: **Election of Mayor and Mayor Pro Tem**

RECOMMENDATION

1. Follow City Council Procedure To Elect a Mayor and Mayor Pro Tem.

BACKGROUND AND DISCUSSION

Resolution No.1127-2011 provides a procedure for appointments by the City Council for vacant positions on the City Council and Commissions and establishes the procedures for selecting the Mayor and Mayor Pro Tem. Section 36801 of the California Government Code also establishes the procedures for choosing the Mayor and Mayor Pro Tem as follows:

> Section 36801: *The City Council shall meet at the meeting at which the declaration of the election results for a general municipal election is made pursuant to Sections 10262 and 10263 of the Elections Code and, following the declaration of the election results and the installation of elected officials, choose one of its members as Mayor, and one of its members as Mayor Pro Tempore.*

All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tem unless a Councilmember chooses to decline nomination. Each term will be for two (2) years ending with the 2020 General Election.

Attachments:

Resolution No. 1127-2011

RESOLUTION NO. 1127-2011
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL PROVIDING A PROCEDURE FOR APPOINTMENTS BY THE CITY COUNCIL FOR VACANT POSITIONS ON THE CITY COUNCIL AND COMMISSIONS

WHEREAS, the City Council is authorized under RDMC Section 2.55 to establish and by a majority vote appoint individuals to commissions, boards and committees; and

WHEREAS, City Council desires to use the same system to select the Mayor and Mayor Pro Tempore as is used to appoint individuals to commissions, boards and committees; and

WHEREAS, when vacancies occur on the City Council and Commissions, the City Council will vote to appoint replacements for the duration of the term (or for a full term when an election is planned and less candidates file than the number of seats that will become vacant); and

WHEREAS, the City Council desires that a set of procedures be in place to formally guide the voting process;

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

1. Upon notice of a vacancy, an application time period shall be designated whereby interested applicants may complete an application to fill the vacant seat.
2. Names of all qualified applicants shall be placed in nomination for the vacant Seat.
3. All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tempore (with the exception of the newly appointed Mayor). Any Councilmember may decline nomination for Mayor or Mayor Pro-Tempore.
4. Applicants shall be given an opportunity to make a short presentation to the Council at a public meeting.
5. At a City Council meeting where the vacancy is agenized, each Councilmember will write the name of the applicant of their choice, and sign their ballot.
6. The ballots will be passed to the City Clerk to be counted and announced by name and for whom they voted.
7. If an applicant receives 3 or more votes, that candidate is chosen for the vacancy. Otherwise, there will be a runoff ballot between the top 2 applicants. Applicants receiving 2 votes will be placed in the runoff, and a separate vote shall be held for those receiving 1 vote if only 1 applicant has 2 votes (i.e. 2,1,1,1).

7. In the case of ties, a revote will be held.
8. After 3 ties, the Council will declare that the item be continued and placed on the next regular agenda.
9. At the next regular or special council meeting where the continued item is agendized, the Council shall re-vote up to 2 more times in the same manner as described above. In the event there is still a tie vote, the Council will declare a deadlock and reopen the application process.

BE IT FURTHER RESOLVED, that the procedure for establishing a system for City Council appointments to commissions, boards and committees and procedures for the selection of Mayor and Mayor Pro Tempore as described in Resolution Nos. 416, 625, 700, and 822-1-2002 are hereby repealed and replaced with the procedure described above.

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 6th day of September, 2011 by the following vote:

AYES: Woodall, Leonard, Marks, Thompson, Wilson
NOES: None
ABSENT: None
ABSTAIN: None

_____
Julie Woodall, Mayor

Attest:

_____
Karen Dunham, City Clerk

PROCLAMATION

ACKNOWLEDGING AND THANKING
GORDON JOHNSON
FOR HIS EXTRAORDINARY SERVICE
TO THE CITIZENS OF RIO DELL

WHEREAS, the City of Rio Dell has been a duly incorporated City in the State of California since 1965; and

WHEREAS, GORDON JOHNSON is an honorable and hardworking man with a long history in and around Rio Dell as a professional and as a dedicated father, husband and grandfather; and

WHEREAS, GORDON JOHNSON has served the citizens of Rio Dell as a member of the Planning Commission since January 18, 2011, The City Council since his appointment on May 7, of 2013 and subsequent election in 2014 and as our Mayor Pro-Tem since 2015; and

WHEREAS, GORDON JOHNSON also represented the citizens of Rio Dell on various committee assignments including the Local Agency Formation Commission, League of California Cities – Redwood Empire Division and the Humboldt County Association of Governments where he provided invaluable expertise and counsel on the Last Chance Grade stakeholders committee; and

WHEREAS, GORDON JOHNSON brought much value to the Council as a former Public Works Director and current Civil Engineer who has a deep understanding of the need to advocate for investment in city infrastructure and to expand economic development to set Rio Dell on a more sustainable path and stable financial footing; and

WHEREAS, GORDON JOHNSON sets an example for all to follow in his willingness to transparently advocate for his opinions, consider all sides of an argument and incorporate facts into his decision-making process; and

WHEREAS, the City Council of the City of Rio Dell wishes to thank "Gordie" (as he was known as a young man) for his many contributions to the community, dedication to public service, kindness and good humor.

NOW, THEREFORE, BE IT PROCLAIMED on this 18th day of December, 2018, by the City Council of the City of Rio Dell that we do acknowledge the works of GORDON JOHNSON as a former member of the City Council, Planning Commission and Mayor Pro-Tem of the City of Rio Dell, and most sincerely thank him for his extraordinary service.

_____

MAYOR

PROCLAMATION

ACKNOWLEDGING AND THANKING

TIMOTHY MARKS

FOR HIS EXTRAORDINARY SERVICE
TO THE CITIZENS OF RIO DELL

WHEREAS, the City of Rio Dell has been a duly incorporated City in the State of California since 1965; and

WHEREAS, TIMOTHY MARKS is an honorable and hardworking man with a long history in and around Rio Dell as a professional and as a dedicated father, husband and grandfather; and

WHEREAS, TIMOTHY MARKS has served the citizens of Rio Dell in many capacities including as a City Council Member duly elected on November 4, 2014; and

WHEREAS, TIMOTHY MARKS also represented the citizens of Rio Dell on various committee assignments including the Redwood Coast Energy Authority and Humboldt Transit Authority ; and

WHEREAS, TIMOTHY MARKS was always available to lend a helping hand in quiet but important ways including but not limited to refurbishing the signs at Memorial Park or walking door-to-door in support of the 2014 ballot Measure U; and

WHEREAS, TIMOTHY MARKS sets an example for all to follow in his commitment, sense of duty and work on behalf of his community and church; and

WHEREAS, the City Council of the City of Rio Dell wishes to thank Tim for his many contributions to the community, dedication to public service, kindness and good humor.

NOW, THEREFORE, BE IT PROCLAIMED on this 18th day of December, 2018, by the City Council of the City of Rio Dell that we do acknowledge the works of **TIM MARKS** as a former member of the City Council and most sincerely thank him for his extraordinary service.

_____
MAYOR