RIO DELL CITY COUNCIL AGENDA
CLOSED SESSION – 5:30 P.M.
REGULAR MEETING - 6:30 P.M.
THURSDAY, JANUARY 3, 2019
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.

A. CALL TO ORDER

B. ROLL CALL

C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:

1) 2019/0103.01 – **Conference with Legal Counsel – Anticipated Litigation**
Significant exposure to litigation pursuant to Paragraph (2) or (3) of §54956.9: One case. Facts and circumstances not yet known to potential plaintiff or plaintiffs

D. PUBLIC COMMENT REGARDING CLOSED SESSION

E. RECESS INTO CLOSED SESSION

F. RECONVENE INTO OPEN SESSION – 6:30 P.M.

G. ORAL ANNOUNCEMENTS

H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL MATTERS

J. 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.

K. 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) 2019/0103.02 - Approve Minutes of December 18, 2018 Regular Meeting **(ACTION)** 1

2) 2019/0103.03 - Approve Resolution No. 1412-2019 Authorizing Update of Signature Cards on all US Bank Accounts **(ACTION)** 6

3) 2019/0103.04 - Appoint Real Property Negotiating Team Agency Negotiators: Kyle Knopp, City Manager, Russell Gans, City Attorney. Parties with whom negotiating: Albin, Andrew J. and Sarah E. Property: Humboldt County Parcel: 203 Wildwood Avenue, Rio Dell, 95562 Under Negotiation: Potential purchase or lease**(ACTION)** 10

L. ITEMS REMOVED FROM THE CONSENT CALENDAR

M. REPORTS/STAFF COMMUNICATIONS

1) 2019/0103.05 - City Manager/Staff Update **(RECEIVE & FILE)** 11

N. SPECIAL PRESENTATIONS/STUDY SESSIONS

O. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

1) 2019/0103.06 - Approve Appointment of Councilmembers as Representatives of the City to serve on various Boards, Committees, Commissions and Task Forces 13

(DISCUSSION/POSSIBLE ACTION)

2) 2019/0103.07 - Approve Appointments to the Rio Dell Planning Commission **(DISCUSSION/POSSIBLE ACTION)** 16

3) 2019/0103.08 - Update on Rio Dell Library and Related ADA Compliance **(DISCUSSION/POSSIBLE ACTION)** 32

4) 2019/0103.09 - Provide Staff Direction on Regional Climate Action Plan **(DISCUSSION/POSSIBLE ACTION)** 42

P. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Q. COUNCIL REPORTS/COMMUNICATIONS

R. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:

1) 2019/0103.10 - **Conference with Real Property – Negotiator** (Pursuant to §54956.8) Agency Negotiators: Kyle Knopp, City Manager, Russell Gans, City Attorney. Parties with whom negotiating: Albin, Andrew J. and Sarah E. Property: Humboldt County Parcel: 203 Wildwood Avenue, Rio Dell, 95562. Under Negotiation: Potential purchase or lease/price and terms of payment.

S. PUBLIC COMMENT REGARDING CLOSED SESSION

T. RECESS INTO CLOSED SESSION

U. RECONVENE INTO OPEN SESSION

V. ORAL ANNOUNCEMENT

W. ADJOURNMENT

The next regular City Council meeting is scheduled for
Tuesday, January 15, 2019 *at 6:30 p.m.*

RIO DELL CITY COUNCIL
REGULAR MEETING
DECEMBER 18, 2018
MINUTES

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

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

PUBLIC PRESENTATIONS

Nick Angeloff provided an update on Chamber of Commerce business, gave recognition, and thanks to the many businesses and organizations that donated toward next year's Christmas lights. He also recognized the Kiwanis for their donation of toys for kids in the community.

CONSENT CALENDAR

Councilmember Strahan removed Item 2 from the consent calendar for separate discussion.

Motion was made by Johnson/Garnes to approve the consent calendar including approval of minutes of December 4, 2018; approval of Resolution No. 1411-2018 accepting the Certification of Votes for the November 6, 2018 General Election; to receive and file the Request for City Member Appointment to LAFCo; and to receive and file the Check Register for November 2018. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Resolution No. 1410-2018 Approving Budget Amendment to Increase Appropriations for Wastewater Compliance Project

Councilmember Strahan questioned the increase in appropriations for the wastewater compliance project and if it was an inter-fund transfer.

Finance Director Kerrigan explained that the City Council approved a budget amendment for this project in December 2017. The work was expected to be completed by June 30, 2018 however; it didn't actually take place until September 2018. The appropriation should have been carried over to the current budget, but it was inadvertently left out. The proposed resolution simply amends the Operating and Capital Budget to include the previously approved appropriations.

Councilmember Strahan said she thought that all budgeted appropriations not expended by the end of the fiscal year, automatically moved over to the next year's budget and asked when the check was cut.

Staff responded that the check had not yet been processed.

Councilmember Strahan referred to the timeline presented in the packet, which indicated that the equipment was installed in January 2017 and questioned whether that was correct.

Finance Director Kerrigan clarified that the timeline she was referring to was from an old staff report and that it was included in the packet as backup material.

Water/Roadways Superintendent Jensen reported that the Aeromod equipment was installed in August 2018.

Mayor Wilson invited public comment. No public comment was received.

Motion was made by Johnson/Garnes to approve Resolution No. 1410-2018 *Amending the Operating and Capital Budget for the FY 2018-2019 to Include FY 2017/2018 Carry-Over Amount for Wastewater Compliance Project.* Motion carried 4-1; Councilmember Strahan dissenting.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp pointed out some minor corrections to the first page of the Staff Update and noted that the next City Council meeting will be held on Thursday, January 3, 2019; not January 2nd. He explained that pursuant to the City Council Protocols, when any regular meeting falls on a legal holiday, the regularly scheduled meeting defaults to the following Thursday. The other correction was that the City received its first Measure X tax payment on December 12, 2018, not 2019 as stated in the report.

He also reported that he, along with Councilmember Garnes, attended the County Board of Supervisors meeting today where the Board considered placement options for the Rio Dell library. The three (3) options discussed were placing a mobile unit at City Hall, a mobile unit at 203 Wildwood Ave., or to renegotiate a lease with the Rio Dell Fire Protection District to leave the library at its current location. He noted that each of the various options has a price tag for both the City and the County and that the decision is up to the Fire District and the County as to what they want to do with the current library building. He said that cost estimates were provided to the Board for each of the options and that staff will bring back an update and request for direction of the Council at the January 3, 2019 regular meeting.

Mayor Pro Tem Johnson questioned the possibility of the City securing a grant if the decision is made to purchase the property at 203 Wildwood Ave.

City Manager Knopp indicated that he was not aware of any grant opportunities for that purpose and noted that there are time constraints related to ADA compliance issues with the County since they must have the library issue resolved by September 2019.

Mayor Pro Tem Johnson also thanked the community for their response with regard to the vote for Measure J. He said that passage of the tax measure would give the City Council the opportunity to enhance police services, improve roads and provide economic development opportunities for the City. He suggested the creation of a citizen's advisory committee to oversee how the money is spent over the next five years. He said the City generated approximately $300,000 last year from the tax and if the City continues to grow it could essentially increase to $500,000. He said that citizens deserve to know how the money is spent and suggested updates be provided in the City Newsletters. He added that through Measure J, the City has the ability to have a somewhat meaningful street improvement program.

Mayor Wilson said that he would also like to see an amount allocated in the budget (such as $250,000), identified for a specific street project from Measure J revenue so citizens can see where the money is being utilized.

He then referred to the Staff Update regarding the Terra-Gen Wind Energy Project regarding the use of Monument Road and said in every previous presentation, Terra-Gen said the project would not have any impact to Monument Road.

City Manager Knopp explained that in conversations with Nathan Vides he learned that through the EIR process it was determined that they may need to use Monument Road as it seems to be the most direct route for the contractors and sub-contractors to get equipment in. He said if that is the path they plan to take, the impacts to the City need to be explored and some sort of mitigation plan established. He indicated that staff had already sent a letter to County Planning expressing the City's concerns and that staff believes it will have full cooperation from the County.

Councilmember Strahan asked if anyone specific was designated to communicate with SICPA.

City Manager Knopp noted that City Manager, the Finance Director, the Community Development Director and the Accountant were designated to participate in the conference calls with SICPA. He commented that the Community Development Director has been working with the developers and between him and the Chief of Police; the operators are being well monitored.

CEREMONIAL MATTERS

Swearing in and Seating of New Councilmembers

City Clerk Dunham administered the Oath of Allegiance to the three newly elected members of

the City Council; Debra Garnes, Bryan Richter and Julie Woodall and they took their seats on the dais.

Selection of Mayor and Mayor Pro Tem

City Clerk Dunham stated that all councilmembers are considered nominated for the positions of Mayor and Mayor Pro Tem unless a councilmember chooses to decline nomination and that each term will be for two (2) years ending with the 2020 General Election. She then asked if anyone would like to decline nomination.

Mayor Wilson declined nomination for the position of Mayor.

City Clerk Dunham reviewed the procedure for the selection of Mayor and Mayor Pro Tem pursuant to Resolution No. 1127-2011. Ballots for the position of Mayor were provided to each councilmember and they were asked to circle the name of the applicant of their choice, sign their ballot and pass it back to the City Clerk.

Councilmember Richter was elected as Mayor having received three (3) votes and Councilmember Garnes having received two (2) votes.

Mayor Wilson and Councilmember Garnes declined nomination for the position of Mayor Pro Tem.

Councilmember Strahan was elected Mayor Pro Tem having received three (3) votes and Councilmember Woodall having received two (2) votes.

Proclamations Honoring Former Mayor Pro Tem Gordon Johnson and Councilmember Tim Marks

Mayor Richter read the proclamations acknowledging the work and dedication of Gordon Johnson and Tim Marks as former members of the City Council and expressing the City's sincere thanks for their extraordinary service to the citizens of Rio Dell.

Gordon Johnson thanked the Council for the proclamation and said the challenges facing Rio Dell are numerous but the City is in much better shape than it was before because of the previous City Council. He thanked the leadership of Mayor Wilson for staying the course and keeping the City moving forward. He commented that the water and sewer departments are well funded as the result of going through the Prop 218 process and partially well funded in the streets department because of Measure J. He said it makes it much easier for this City Council to have meaningful programs in all of these areas.

He strongly encouraged the new City Councilmembers to take full advantage of the League of California Cities New Mayor and City Councilmember Conference coming up in January as it is absolutely time well-spent. He also challenged them to further look for opportunities to grow and serve the City as they take on the new committee assignments.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Wilson reported on his attendance at Redwood Coast Energy Authority (RCEA) and said he sat in the hall for an hour of the meeting because he had to recuse himself when they discussed the waste contract because he works for Humboldt Redwood Co. (HRC). He said as the Council looks forward and makes the new commission/ committee assignments at the next meeting, he wanted to point out that there is RCEA and some other commissions/committees that are very time consuming and that RCEA is very complicated and something that impacts the whole county. He said that 93% of the people in the County are tied to RCEA unless they opted out of the Community Choice Energy (CCE) Program. He said that it is a community effort and an organization that needs to be paid close attention. He indicated that their annual budget is in excess of $53 million and over $40 million of that is for procurement of fuel.

ADJOURNMENT

Motion was made by Woodall/Wilson to adjourn the meeting at 7:10 p.m. to the January 3, 2019 regular meeting. Motion carried 5-0.

_____
Bryan Richter, Mayor

Attest:

_____
Karen Dunham, City Clerk

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)
E-mail: knoppk@cityofriodell.ca.gov

CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
January 3, 2019

TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager

FROM: Brooke Kerrigan, Finance Director

DATE: January 3, 2019

SUBJECT: Resolution 1412-2019 Authorizing Council Members and City Staff to sign on behalf of the City on all U.S. Bank Accounts.

RECOMMENDATION

Rescind Resolution 1374-2018 and approve Resolution 1412-2019 authorizing the update of Signature Cards on all U.S. Bank Accounts.

BUDGETARY IMPACT

None.

BACKGROUND AND DISCUSSION

The City of Rio Dell has established accounts with U.S. Bank to meet the City's banking needs for daily operations. Maintenance of the accounts is assigned to the finance department and includes daily deposits, check processing and other authorized draws, monitoring and reconciliation. Each draw on the account requires the signature of two authorized signers designated by the City Council.

The City's current signature cards need to be updated to include changes in City Staff and Council Members as there can be difficulties acquiring two signatures. If approved the updated list of signers will be:

Signers: CITY COUNCIL
Debra Garnes, Council Member
Brian Richter, Council Member
Sue Strahan, Council Member
Frank Wilson, Council Member
Julie Woodall, Council Member

Signers Cont.: CITY STAFF
Jeffrey Conner, Chief of Police
Karen Dunham, City Clerk
Kyle Knopp, City Manager

*Authorized Representative: Brooke Kerrigan, Finance Director

The City's Authorized Representative is allowed informational access to the account, and is authorized to make transfers between approved city accounts as listed:

US Bank
General Checking Account #: xxxxxxxx5415
Payroll Checking Account #: xxxxxxxx5571
CDBG Account #: xxxxxxxx9758
Construction Account#: xxxxxxxx5169

RESOLUTION NO. 1412-2019
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AUTHORIZING THE UPDATE OF SIGNATURE CARDS ON ALL U.S. BANK ACCOUNTS

WHEREAS, U.S. Bank was selected and designated as a depositary of funds of this body to meet the City's daily operating needs and is maintained by and in the name of the City of Rio Dell, upon and subject to such terms and conditions as the officers hereinafter designate; and

THEREFORE, BE IT RESOLVED, that all checks, drafts and other instruments for the payment from said account or at said office be signed on behalf of this body by two authorized signers as Listed:

Debra Garnes, Council Member
Brian Richter, Council Member
Sue Strahan, Council Member
Frank Wilson, Council Member
Julie Woodall, Council Member
Jeffrey Conner, Chief of Police
Karen Dunham, City Clerk
Kyle Knopp, City Manager

THEREFORE, BE IT FURTHER RESOLVED, that the Finance Director is listed as a representative of the City with authorization to make deposit and withdrawal transfers between the following authorized accounts:

US Bank
General Checking Account #: xxxxxxxx0525
Payroll Checking Account #: xxxxxxxx5571
CDBG Account #: xxxxxxxx9758
Construction Account#: xxxxxxxx5169

THEREFORE, BE IT RESOLVED, that the Clerk of this body be and hereby is authorized and directed to certify to said agency that these resolutions have been duly adopted and are in conformity with the by-laws of the body, and to further certify to said bank to names and specimen signatures of the present officers of the body authorized to sign as aforesaid, and, if and when any change be made in the personnel of said officers, the fact of such change and the name and specimen signature of each new officer; and

NOW THEREFORE, BE IT RESOLVED, that said agency be and hereby is requested

and authorized to honor, receive, certify or pay any such instrument signed or endorsed in accordance with the foregoing resolutions and the certification then in effect as above provided for, including any such instrument drawn or endorsed to the personal order of, or presented for negotiation or encashment by, any officer signing or endorsing the same; and

BE IT FURTHER RESOLVED, that these resolutions and each such certification shall remain in full force and effect, and said agency is authorized and requested to rely and act thereon, until it shall receive at its office to which the certified copy of these resolutions is delivered, either a certified copy of a further resolution of the Council amending or rescinding these resolutions or a further certification as above provided for, as the case may be.

PASSED AND ADOPTED by the City of Rio Dell on this 3rd day of January 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Brian Richter, Mayor

ATTEST:

_____
Karen Dunham, City Clerk

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

January 3, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Action to Appoint a Real Property Negotiation Team Consisting of the City Manager and City Attorney to Negotiate with Albin, Andrew J and Sarah E. over the Property Located at 203 Wildwood Avenue, Rio Dell, CA 95562 for Potential Purchase or Lease.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Appoint a Real Property negotiation team consisting of the City Manager and City Attorney to negotiate with Albin, Andrew J and Sarah E. over the property located at 203 Wildwood Avenue, Rio Dell, CA 95562 for potential purchase or lease.

BACKGROUND AND DISCUSSION

Approval of this item allows the City Council to consider the possible purchase or lease of 203 Wildwood Avenue for potential use as a site for a public library or for other uses.

The County of Humboldt has requested the City's direction on this matter no later than January 9th for their January 15th meeting. If approved, tonight's City Council meeting will include a closed session on this topic at the end of the meeting.

///

Staff Update – 2019-01-03

City Council

Staff is working on mandatory training for Councilmembers, including ethics and sexual harassment. These trainings for Councilmembers will most likely be online. We will also keep the Council apprised of any other regional trainings on similar subjects.

City Manager

Met with City Engineer to go over projects list.

Meeting with Danco over project and submission for design review.

Discussion with CCC to discuss potential Prop 68 grant projects for the Corp in Rio Dell.

Met with City and County Reps on Climate Acton Plan – Rio Dell Participation and splitting coasts for attorney MOU review.

Submitted project completion report for Water Board order related to nitrogen.

City Clerk

Processed five (5) Building Permits:

1) 161 Birch St. – Sewer Cleanout
2) 490 Sequoia Ave. – Carport
3) 510 Pacific Ave. – 100 Amp Electrical Upgrade
4) 344 Dixie St. – Sewer Cleanout
5) 585 Rigby Ave. – 20 x 30 Detached Shop

Processed one (1) Encroachment Permit Application:

1) Installation of 4" sewer cleanout in sidewalk at 64 Davis St.

Processed one (1) Business License Application:

1) K-Designers - Non-Resident Contractor

Completed update of City Council Handbook. City Manager, City Clerk and new Councilmembers met on December 12th to review material.

Responded to multiple requests for information from fellow city clerks on policies and procedures related to the election and swearing in and seating of new councilmembers, received multiple calls related to building permit questions, planning and development and business licenses.

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park

Council Priority Areas

Street Work

River Access

Habitat Parcel

Access warrant being drafted by Chief of Police.

Code Enforcement

Access Humboldt

Access Humboldt is looking at equipment to loan the City on a trial basis for video recording. Most of the bugs with the audio recording should be worked out at this point.

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

STAFF REPORT

TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager

FROM: Karen Dunham, City Clerk

DATE: January 3, 2019

SUBJECT: 2019-2020 Appointments to Boards, Committees and Commissions

RECOMMENDATION

Approve the appointments and alternates to the external organizations and internal advisory bodies listed on the following attachment:

BACKGROUND AND DISCUSSION

Chapter 2.55 of the Rio Dell Municipal Code (RDMC) provides authority for the City Council by majority vote for the appointment of Councilmembers as representatives of the City to serve on various boards, commissions, committees and task forces. The operational identities of such organizations are defined by law, ordinance or resolution. It is the responsibility of those representatives to report events of the organization to the City Manager and Council at reasonable intervals or as defined by ordinance, law or resolution.

Attached is a list of the agencies and their respective meeting days and times. With the seating of the new City Council, appointments will need to be made to the respective external organizations. Please review the list and comment on any changes or suggestions you may have.

ATTACHMENTS:

City Council Board/Committee/Commission Assignments

CITY COUNCIL BOARD/COMMITTEE/COMMISSION ASSIGNMENTS

ORGANIZATION	APPOINTEE	ALTERNATE
Humboldt County Association of Governments (HCAOG)		Strahan
Meets 3rd Thursday at 4:00 p.m. in Eureka		
Humboldt County Convention & Visitors Bureau	Garnes	
Meets Quarterly for lunch (various locations)		
Humboldt Waste Management Authority (HWMA)	Wilson	
Meets 3rd Thursday at 5:30 p.m. in Eureka		
Humboldt Transit Authority (HTA)		Strahan
Meets 3rd Wednesday at 9:00 a.m. at HTA		
League of California Cities Redwood Empire Division (LOCC)		Garnes
Meets Quarterly (various locations)		
Redwood Region Economic Development Commission (RREDC)	Wilson	
Meets 4th Monday at 6:3 p.m. in Eureka		
Local Agency Formation Commission (LAFCo)		None
Redwood Coast Energy Authority (RCEA)	Wilson	
Meets 3rd Monday at 3:00 in Eureka		
Humboldt/Del Norte Hazardous Response Authority	Strahan	Garnes
Meets Quarterly at 4:30 p.m. in Eureka		

INTERNAL COMMITTEES

COMMITTEE	APPOINTEE	ALTERNATE
Traffic Committee: Chief of Police Conner, City Manager Knopp,		
Community Development Director Caldwell, Water/Roadways		
Superintendent Jensen, Rio Dell Fire Chief Wilson, Mayor Wilson,		
and Councilmember Marks		
Nuisance Hearing Committee: City Manager Knopp, Community		
Development Director Caldwell, Chief of Police Conner, Council		
members Johnson and Marks, and 2 public members, Julie Woodall		
and Joseph Frye		
Sculpture Committee: Community Development Director Caldwell,		
Mayor Wilson, Susan Pryor, Robert (Robey) Agnew, and Kim Reid		
Liaison to Rio Dell Fire District:	Garnes	Strahan
Liaison to Rio Dell/Scotia Chamber of Commerce:		Garnes
Labor Adhoc Committee:	Garnes/	
Updated 1/17/17		

675 Wildwood Avenue
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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: January 3, 2019

SUBJECT: Planning Commission Appointments

RECOMMENDATION

Approve appointments to the Rio Dell Planning Commission to fill the following vacancies:

1) Remainder of one (1) 3-year term ending 12/31/19 for Planning Commissioner
2) Three (3) 3-year terms ending 12/31/21 for Planning Commissioner
3) Remainder of one (1) 3-year term ending 12/31/19 for Planning Commission Alternate

BACKGROUND AND DISCUSSION

There are currently five (5) vacancies on the Rio Dell Planning Commission. Three of the vacancies are the result of terms that expired on 12/31/18. The other two (2) vacancies are the result of a Planning Commissioner (Julie Woodall) and a Planning Commission Alternate (Bryan Richter) being elected to the Rio Dell City Council at the November 6, 2018 General Election. The Notice of Vacancy was posted on November 7, 2018 with the last day for submittal of applications being December 21, 2018.

The following five (5) applications were received for the five (5) vacant positions:

- Nick Angeloff
- Melissa Marks
- Arnie Kemp
- Alice Millington
- Larry Arsenault

Resolution No. 1127-2011 establishes the procedures for appointments by the City Council for vacant positions on the various boards and commissions. Provided there are no objections or questions from the Council, staff is requested the Council simply forgo balloting and approve the reappointment of the three (3) applicants whose terms recently expired (Angeloff, Marks and Kemp) to three-year terms ending 12/31/21, appointment of Alice Millington as Planning Commissioner to fill the unexpired term ending 12/31/19, and Larry Arsenault as Planning Commission Alternate to fill the unexpired term ending 12/31/19.

The other option is to follow the procedures outlined in Resolution No. 1127-2011, allow each of the applicants the opportunity to make a short introduction/presentation then vote to appoint four (4) of the applicants to the Rio Dell Planning Commission as Planning Commissioners and one of the applicants as Planning Commission Alternate.

Attachments:

Notice of Vacancy
Resolution No. 1127-2011
(5) Applications

PUBLIC NOTICE
PLANNING COMMISSION
NOTICE OF COMMISSION VACANCY

NOTICE IS HEREBY GIVEN, that five (5) vacancies will be existing on the Rio Dell Planning Commission as of 12/31/18. The City of Rio Dell is soliciting applications from those who wish to be considered to fill the positions of:

Planning Commissioner and
Planning Commission Alternate

One position is open for the remainder of a 3-year term ending 12/31/19. Three positions are open for full 3-year terms ending 12/31/21. In addition, there is one opening for Planning Commission Alternate for the remainder of a 3-year term ending 12/31/19. The Planning Commission consists of five (5) members and one (1) alternate member who are residents of the City of Rio Dell, and who are not City officials or employees.

Regular meetings are held on the **4th Tuesday of each month at 6:30 p.m.** in Rio Dell City Hall Council Chambers.

Applications may be obtained at and returned to:

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

Applications must be received by **5:00 P.M. Friday, December 21, 2018.** The new Commission appointments will be made at the **January 3, 2019** regular meeting of the Rio Dell City Council. Further information may be obtained by contacting the City Clerk's office at 764-3532 or by e-mailing the City Clerk at dunhamk@cityofriodell.ca.gov.

Karen Dunham

Karen Dunham, CMC
City Clerk, City of Rio Dell
Posted 11/7/18

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

RECEIVED
11-14-18 (RA)

CITY OF RIO DELL CALIFORNIA

CITY OF RIO DELL
APPLICATION FOR
PLANNING COMMISSION APPOINTMENT

Thank you for expressing your interest in serving the community as an appointed member of the Rio Dell Planning Commission. All applicants must permanently reside within the City of Rio Dell at the time of application. The appointed Planning Commissioner will be required to file a Fair Political Practices Commission (FPPC) Statement of Economic Interest Form 700 required by California Government Code §87200 et seq. and the City of Rio Dell Conflict of Interest Code.

This application is considered a public record pursuant to the California Public Records Act (Government Code §6520 et seq.) and may be made available to any member of the public upon request.

PERSONAL DATA:

Name: Nick Angeloff

Address Where you Reside: 156 Grayland Heights Road, Rio Dell, CA 95562

Mailing Address (if different): Same

Home Phone: 707.407.6205 Cell Phone: Same

Email Address: nangeloff.ceo@gmail.com

EDUCATIONAL DATA:

High School: Henry M. Gunn, Palo Alto, CA

College/University: Humboldt State BA, Sacramento State MA

EMPLOYMENT DATA:

Current Employer/Occupation When Employed: Archaeological Research and Supply Company, Owner. 440 Wildwood Avenue, Rio Dell, CA 95562

GENERAL INFORMATION:

Do you currently serve on a City Board or Commission? X Yes _____ No

If yes, please list: Current Planning Commissioner

Please list any past or present community involvement:

Present President of the Rio Dell/Scotia Chamber of Commerce, past Executive Director of Eagle Prairie Arts District, past board representative for Rio Dell/Scotia Eel River Valley Little League, Board member Humboldt Coalition for Property Rights.

Please explain why you are interested in the appointment and what you, as a City Planning Commissioner, would offer to the Planning Commission and the community:

To continue my service to the community in planning the future of Rio Dell in an organized and directed manner.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or entity, or have a contract with or any obligation to any person or entity, that might appear to constitute a conflict of interest for a City Planning Commissioner? For purposes of this question, "entity" specifically includes, but is not limited to, the City of Rio Dell and any entity which receives funds from the City. _____ Yes X No

If yes, please explain:

CERTIFICATE OF APPLICANT:

I certify that: 1) I permanently reside within the City limits of the City of Rio Dell; and 2) all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/13/18 SIGNATURE: _____

RETURN COMPLETED APPLICATION TO:
Karen Dunham, City Clerk
675 Wildwood Avenue
Rio Dell, CA 95562
Phone: 764-3532
admin1@riodellcity.com

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

RECEIVED 12-18-18 (Rec)

CITY OF RIO DELL CALIFORNIA

APPLICATION FOR COMMITTEE/BOARD

NAME Melissa A Marks DATE Dec 12 2018

ADDRESS 560 View Ave HOME PHONE 707 764 3730

Rio Dell BUSINESS PHONE

I AM INTERESTED IN SERVING ON THE FOLLOWING COMMITTEE/BOARD:

OCCUPATION Retired

HOW LONG HAVE YOU LIVED IN RIO DELL? 70+ years

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES Volunteer for Rio Dell Chamber - Rio Dell City Council Bookkeeper

ADDITIONAL PERTINENT INFORMATION/REFERENCES

EDUCATION College of the Redwoods + HSU.

Please answer the following two questions:

Why are you interested in serving on this committee/board?

The board offers an opportunity to give back to my community.

What special talents, experience or education do you posses that will be useful in this position?

CITY OF RIO DELL

DEC 26 2018

RECEIVED

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

APPLICATION FOR COMMISSION/BOARD

NAME Arnold (Arnie) Kemp DATE 12-26-18

ADDRESS 1036 Riverside DR HOME PHONE 707-764-3595

BUSINESS PHONE 707-597-6226

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD/COMMISSION:

Planning Commission

OCCUPATION Self

HOW LONG HAVE YOU LIVED IN RIO DELL? 30 + years

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES

Currently on Planning Commission

ADDITIONAL PERTINENT INFORMATION/REFERENCES

EDUCATION

Please answer the following two questions:

1) Why are you interested in serving on this board/commission?

Currently on Planning Commission

2) What special talents/experience/education do you possess that will be useful in this position?

Building Inspector / Building Official

Note: A Resume may be attached

Return form to the City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562

CITY OF RIO DELL
APPLICATION FOR
PLANNING COMMISSION APPOINTMENT

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This application is considered a public record pursuant to the California Public Records Act (Government Code §6520 et seq.) and may be made available to any member of the public upon request.

PERSONAL DATA:

Name: Alice Millington

Address Where you Reside: 378 Wildwood

Mailing Address (if different):

Home Phone: 764-4081 (cell) Cell Phone:

Email Address: alissmill@tidepool.com

EDUCATIONAL DATA:

High School: Benedictine, Detroit

College/University: HSU

EMPLOYMENT DATA:

Current Employer/Occupation When Employed: Self / Real Estate Broker

GENERAL INFORMATION:

Do you currently serve on a City Board or Commission? _____ Yes ✓ No

If yes, please list: _____

Please list any past or present community involvement: _____

Rio Dell Planning Commission

late 2004 – mid 2016

Please explain why you are interested in the appointment and what you, as a City Planning Commissioner, would offer to the Planning Commission and the community: _____

approach from a Real Estate perspective

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or entity, or have a contract with or any obligation to any person or entity, that might appear to constitute a conflict of interest for a City Planning Commissioner? For purposes of this question, "entity" specifically includes, but is not limited to, the City of Rio Dell and any entity which receives funds from the City. _____ Yes ✓ No

If yes, please explain:

CERTIFICATE OF APPLICANT:

I certify that: 1) I permanently reside within the City limits of the City of Rio Dell; and 2) all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/19/18 SIGNATURE: Alice Mellington

RETURN COMPLETED APPLICATION TO:
Karen Dunham, City Clerk
675 Wildwood Avenue
Rio Dell, CA 95562
Phone: 764-3532
admin1@riodellcity.com

CITY OF RIO DELL
APPLICATION FOR
PLANNING COMMISSION APPOINTMENT

Thank you for expressing your interest in serving the community as an appointed member of the Rio Dell Planning Commission. All applicants must permanently reside within the City of Rio Dell at the time of application. The appointed Planning Commissioner will be required to file a Fair Political Practices Commission (FPPC) Statement of Economic Interest Form 700 required by California Government Code §87200 et seq. and the City of Rio Dell Conflict of Interest Code.

This application is considered a public record pursuant to the California Public Records Act (Government Code §6520 et seq.) and may be made available to any member of the public upon request.

PERSONAL DATA:

Name: LAWRENCE (LARRY) ARSENAULT

Address Where you Reside: 370 WILDWOOD

Mailing Address (if different):

Home Phone: 707-273-7838 Cell Phone:

Email Address: THESTORYPLEASE@YAHOO.COM

EDUCATIONAL DATA:

High School: NORTHSIDE, ATLANTA, GA

College/University: GA. TECH, LANE COMMUNITY, HUMBOLDT STATE

EMPLOYMENT DATA:

Current Employer/Occupation When Employed: RETIRED TEACHER

GENERAL INFORMATION:

Do you currently serve on a City Board or Commission? _____ Yes X No

If yes, please list: _____

Please list any past or present community involvement: ARTS DISTRICT VOLUNTEER SUMMER 2016

Please explain why you are interested in the appointment and what you, as a City Planning Commissioner, would offer to the Planning Commission and the community: HAVING LIVED, WORKED IN THE NORTHEAST, SOUTHEAST, MIDWEST, OREGON, CALIFORNIA & HUMBOLDT MAINLY FOR PAST 12 YEARS (LAST 7 IN RIO DELL) I WOULD BRING A DIVERSE KNOWLEDGE TO THE PLANNING COMMISSION

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or entity, or have a contract with or any obligation to any person or entity, that might appear to constitute a conflict of interest for a City Planning Commissioner? For purposes of this question, "entity" specifically includes, but is not limited to, the City of Rio Dell and any entity which receives funds from the City. _____ Yes X No

If yes, please explain:

CERTIFICATE OF APPLICANT:

I certify that: 1) I permanently reside within the City limits of the City of Rio Dell; and 2) all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 12/20/18 SIGNATURE: _____

RETURN COMPLETED APPLICATION TO:
Karen Dunham, City Clerk
675 Wildwood Avenue
Rio Dell, CA 95562
Phone: 764-3532
admin1@riodellcity.com

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

January 3, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

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

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive report and provide direction to staff, if any.

BACKGROUND AND DISCUSSION

The City Manager will provide an update on the Rio Dell Library.

The County will meet with the Fire District on January 8, 2019 to discuss a new lease agreement for library building services. The cost estimates for alternative sites continue to escalate and these estimates do not include a "permanent" home for the library. The County appears to be interested in reinvestigating funding the repairs at the library's current location. Initial cost estimates for the County to comply with the USDOJ Consent Decree at the Library's current location are $153,430. This compares to estimated costs for the 203 Wildwood Avenue location at $369,840 and $304,842 for a location at City Hall. These cost estimates do not include path of travel compliance, land acquisition or other costs that would be borne by the City – amounts which will vary with each site location.

The County's architect is not recommending the Triangle Park location.

If negotiations with the Fire District are unsuccessful, the only remaining options will be 203 Wildwood Avenue and the City Hall site. The Council may wish to further narrow down these options or provide additional direction to staff.

It is important to note that the County is under a tight schedule. The BOS will meet on January 15th where it is anticipated this item will be given final direction. The County's agenda notification deadline will be the morning of January 9th and the meeting with the Fire District is on January 8th at 3:00pm.

Staff has separately set up the agenda to have a discussion on the 203 Wildwood Avenue parcel if the Council needs to do so.

///

Humboldt Facilities Master Plan
Rio Dell Library

At the request of the Board of Supervisors, County Administrative Office staff was tasked with conducting a limited feasibility study and proposed budget for relocating Rio Dell Library services to a new modular facility. It can provide a relatively short term solution due to the limited lifespan of a modular building. Three sites that have been considered and evaluated:

- Option 1 - 203 Wildwood Avenue
- Option 2 - Rio Dell City Hall Site
- Option 3 - Park at the Intersection of W Elko Street and Side Street

Option 1 - 203 Wildwood Avenue

The parcels 053-141-021 and 053-141-022 are located at 203 Wildwood Avenue. The total size of these two parcels is 0.36 acres. Parcel 053-141-021 is zoned for Public Land, Schools, Non Taxable Entities & Parcel and it is currently utilized as a parking lot providing 15 regular parking stalls and 1 ADA parking stall. Parcel 053-141-022 is zoned for Improved Single Family Residential and it is occupied by a residential building. The site is relatively flat.

Pros/Cons

This site offers many advantages. First, the site is located on the City's main thoroughfare near other governmental services. Second, the site has adequate space to accommodate the new modular facility and a relatively well suited parking lot which is adequate for 19 regular and 2 ADA parking stalls. In addition, the City may obtain or rent the adjacent parcels (053-141-020, 053-141-037 & 053-141-038) at 255 Wildwood Avenue to co-locate other city facilities. Third, the topography for this site is relatively flat. A minimum amount of site work is required with regard to changing the grade to meet ADA slope requirements. Reuse of this existing paved parking also reduces project development cost.

Some constraints relative to this site are: higher demolition workload and inconvenience of procurement. Parcel 053-141-022 is zoned for Residential and currently one occupied residential building is on this parcel. The City would need to negotiate with the home owner to obtain this parcel. This residential building needs to be demolished to make the space for the Library modular building. Other challenges include the utility boxes and signage located at the existing entrance ramp.

Recommendations

In general, it is recommended to locate the library modular building on this site.

Option 2 - Rio Dell City Hall Site

The Rio Dell City Hall site is located on a triangular parcel between Side Street, Wildwood Avenue and W. Davis Street in Rio Dell. The size of this land parcel is 1.29 acres and zoned for Public Facility (PF). There are 40 regular parking stalls and 2 ADA parking stalls. The site is sloped.

Pro/Cons

There are several advantages of temporarily locating the library modular buildings on this site. First, this location is centrally located on the City's main thoroughfare near other governmental services, shopping and stores, as well as other businesses. It will be convenient for library users to access at this location. Second, the site has sufficient space to place a modular building with a developed existing parking facility as well as other mature site amenities. There are adequate parking stalls (42) on the site. Third, there is a bus stop on the site. People who use the public transportation system can easily get to the site without requiring a long distance walk.

There are several challenges/requirements, however. This scheme requires a moderate amount of site work for utility connections. The landscape topography for this site has a high degree of slope, impacting the path of travel from the public right of way to the proposed building entrance. A long sidewalk is required to meet ADA path of travel requirements. The existing sidewalk surrounding the property has numerous sections which exceed the maximum cross slope allowed by ADA requirements. The existing City Hall parking spaces near the new modular library building would need to be dedicated, including new accessible stalls.

Recommendations

In general, this site will work but is not ideal. The slope of this site is the most challenging feature with regard to accommodating an ADA compliant pathway. The sidewalk needs to be long enough to meet the ADA slope requirements.

Option 3 - Park at the Intersection of W Elko Street and Side Street

This triangular-shaped park site is located between Side Street, Wildwood Avenue and W Elko Street in Rio Dell. The size of this land is about 0.4 acres and is not assigned parcel number according to County's GIS system. This site is zoned for Public Facility (PF) The site is sloped.

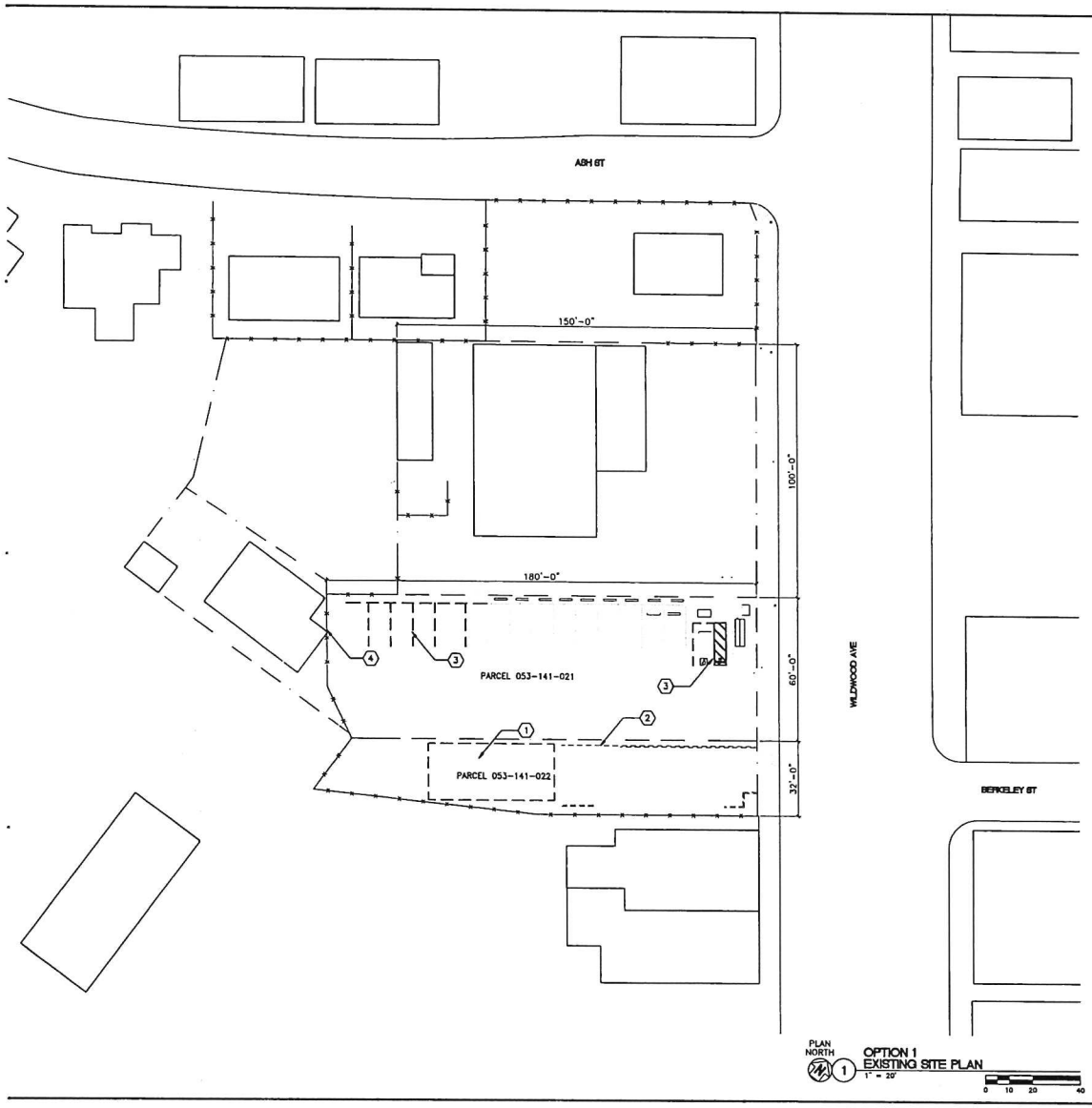
Pro/Cons

The advantages of this site are limited. Its location is next to the City Hall Site and shares similar positive features with Option 2, including close proximity to governmental services, shopping and stores and other business.

There are many challenges and constraints of this site, however. First, replacing a park with governmental facilities is not beneficial to the community. To provide the land for a modular building and associated parking lot, existing grass and trees must be removed and the community will lose a recreational park. Second, the usable/buildable area is limited. The shape of this land is both linear and irregular. With the setbacks typically required, only the north portion of the land can be utilized. Only 7 regular and 2 ADA parking stalls can be provided on this site. Finally, the topography for this site has a moderate degree of slope which may require a long sidewalk to meet the ADA path of travel requirements or some site works to change the grade.

Recommendations

This site is not recommended.



GENERAL NOTES:

1. PROTECT ADJACENT PROPERTIES AND UTILITIES DURING CONSTRUCTION ACTIVITIES
2. DIMENSIONS SHOWN FOR PRELIMINARY ASSESSMENT AND REFERENCE ONLY.

KEYED NOTES:

1. (E) BUILDING TO BE DEMOLISHED
2. (E) CURB TO BE DEMOLISHED
3. (E) STRIP TO BE WHITE OUT
4. (E) FENCE TO BE DEMOLISHED

LEGEND:

(E) FENCE TO BE DEMOLISHED

PARCEL BOUNDARY

KPA ENGINEERS ARCHITECTS
THE KPA GROUP
6700 KOLL CENTER PARKWAY SUITE 125
PLEASANTON, CALIFORNIA 94566
TEL 925.223.8217 www.thekpagroup.com
©THE KPA GROUP 2018

COUNTY OF HUMBOLDT
RIO DELL CITY HALL
MODULAR PAD PREP

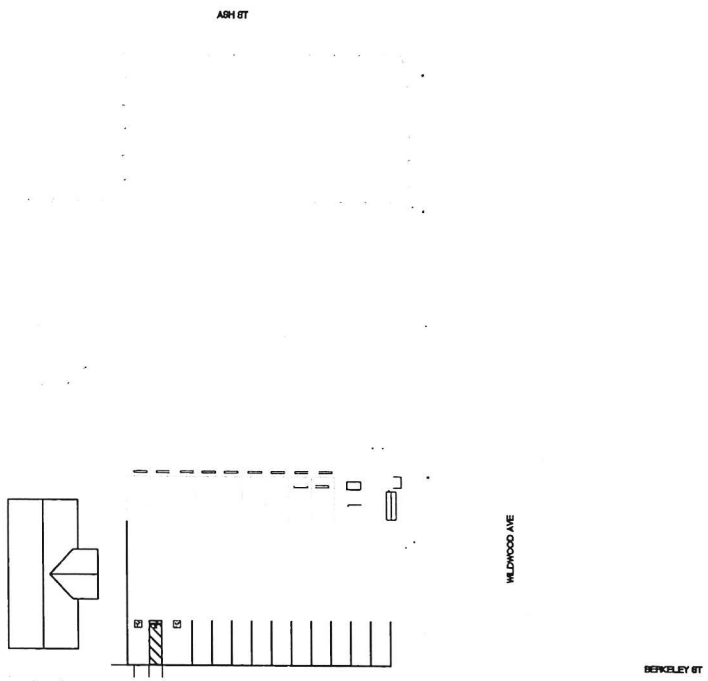
Revisions:

Client Number: 2018-000
Project Number: 000.00
Date: NOV 16, 2018

Sheet Title:
OPTION 1
EXISTING
SITE PLAN

Sheet Number:
C100

GENERAL NOTES:



PLAN NORTH

1 OPTION 1
NEW SITE PLAN
1" = 20'

0 10 20 40

KPA ENGINEERS ARCHITECTS
THE KPA GROUP
6700 KING CENTER PARKWAY, SUITE 125
PLEASANTON, CALIFORNIA 94588
TEL 925.223.8217 www.thekpagroup.com
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COUNTY OF HUMBOLDT
RIO DELL CITY HALL
MODULAR PAD PREP

Revisions:

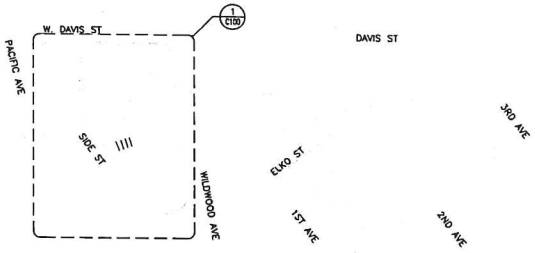
Client Number: 2018-030
Project Number: 000.00
Date: NOV 12, 2018

Sheet Title:
OPTION 1
NEW
SITE PLAN

Sheet Number:
C101

PLAN NORTH (N) 2 SITE PLAN 1" = 20'

0 10 20 40



PLAN NORTH (N) 1 AREA PLAN 1" =100'

0 50 100 200

GENERAL NOTES:

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

KEYED NOTES:

1 - ---
2 - ---

KPA ENGINEERS ARCHITECTS
THE KPA GROUP
6700 KOLL CENTER PARKWAY SUITE 125
PLEASANTON, CALIFORNIA 94588
TEL 925.223.8217 www.thekpagroup.com
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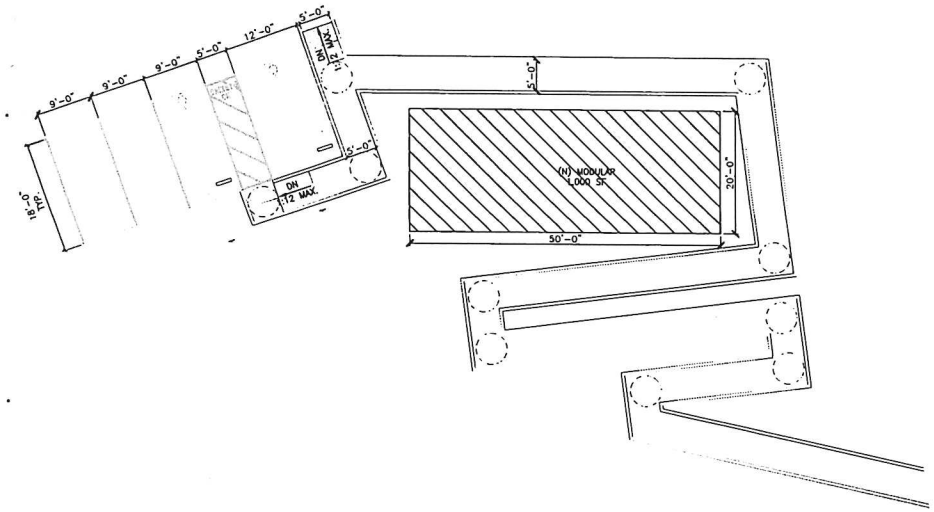
COUNTY OF HUMBOLDT
RIO DELL CITY HALL
MODULAR PAD PREP

Revisions:

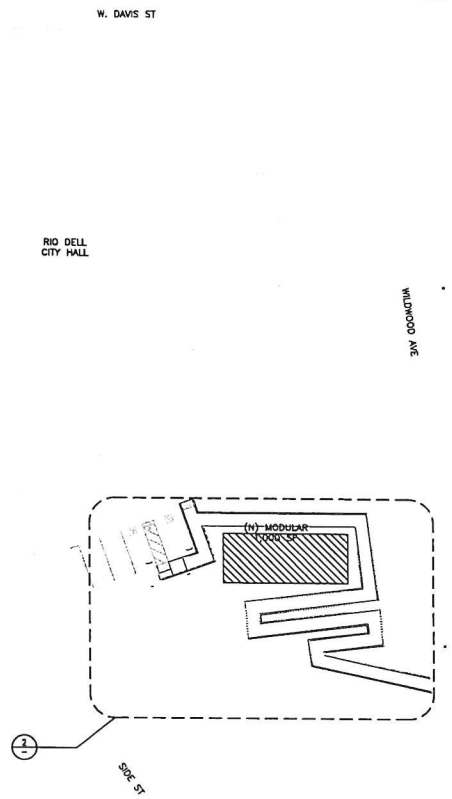
Client Number: 2018-000
Project Number: 000.00
Date: OCT 2, 2018

Sheet Title:
OPTION 2
EXISTING
SITE PLAN

Sheet Number:
C100



PLAN NORTH (2) OPTION 3
NEW SITE ENLARGE PLAN
1/8" = 1'-0"
0 4' 8' 16'



PLAN NORTH (1) OPTION 3
NEW SITE PLAN
1" = 20'
0 10 20 40

KPA ENGINEERS ARCHITECTS
THE KPA GROUP
4700 KING CENTER PARKWAY, SUITE 125
PLEASANTON, CALIFORNIA 94588
TEL 925.233.8217 www.thekpagroup.com
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COUNTY OF HUMBOLDT
RIO DELL CITY HALL
MODULAR PAD PREP

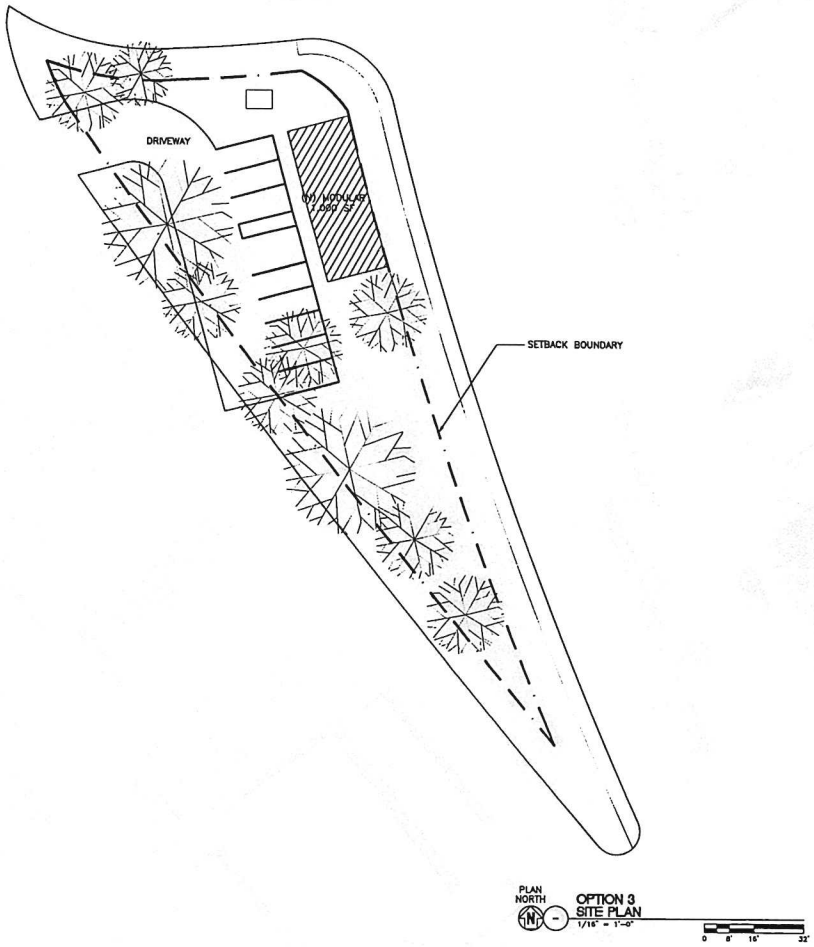
Revisions:

Client Number: 2019-000
Project Number: 000.00
Date: OCT 2, 2019

Sheet Title:
OPTION 2
NEW
SITE PLAN

Sheet Number:
C101

GENERAL NOTES:



KPA ENGINEERS ARCHITECTS
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6700 KOLL CENTER PARKWAY, SUITE 225
PLEASANTON, CALIFORNIA 94566
TEL 925.227.0217 www.thekpagroup.com
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COUNTY OF HUMBOLDT
RIO DELL CITY HALL
MODULAR PAD PREP

Revisions:

Client Number: 2018-000
Project Number: 000.00
Date: NOV 12, 2018

Sheet Title:
OPTION 3
NEW
SITE PLAN

Sheet Number:
C100

OPINION OF PROBABLE CONSTRUCTION COSTS

Owner:	**County of Humboldt**	**Project:**	**Rio Dell Library Modular PAD Prep - Option 1**
City:	**Rio Dell, CA**	**Estimator:**	**Paul Powers**
Date:	**November 15, 2018**	**Project No.:**	**2018-000**

	DESCRIPTION	UNIT	PRICE	QTY	COST
01 00 00	**Division 1 - General Requirements**				
	Modular Building	sf	$120.00	1,000	$120,000.00
	SUBTOTAL				**$120,000.00**
02 00 00	**Division 2 - Existing Condition**				
	Existing Buildings Demo	ls	$25,000.00	1	$25,000.00
	Curb Demo	ls	$5,000.00	1	$5,000.00
	SUBTOTAL				**$30,000.00**
03 00 00	**Division 3 - Concrete**				
	Testing & Inspections	ls	$1,000.00	1	$1,000.00
	Sidewalk	sf	$10.00	1,250	$12,500.00
	Truncated Domes/Detectable Warning	sf	$30.00	20	$600.00
	SUBTOTAL				**$14,100.00**
10 00 00	**Division 10 - Specialties**				
10 43 00	Signage & Adjustment	ea	$500.00	2	$1,000.00
	SUBTOTAL				**$1,000.00**
31 00 00	**Division 31 - Earthwork**				
	Testing & Inspections	ls	$1,000.00	1	$1,000.00
	Erosion Control	ls	$2,000.00	1	$2,000.00
	SUBTOTAL				**$3,000.00**
32 00 00	**Division 32 - Exterior Improvements**				
32 17 13	Precast Concrete Wheel Stops	ea	$200.00	12	$2,400.00
	Curb	ls	$5,000.00	1	$5,000.00
32 17 23	Pavement & Curb Markings	ls	$3,000.00	1	$3,000.00
	Concrete Paving & Pad	sf	$20.00	2,125	$42,500.00
	SUBTOTAL				**$52,900.00**
33 00 00	**Division 33 - Utilities**				
	Water	ls	$6,000.00	1	$6,000.00
	Electrical	ls	$15,000.00	1	$15,000.00
	Communications	ls	$6,000.00	1	$6,000.00
	Sewer	ls	$20,000.00	1	$20,000.00
	SUBTOTAL				**$47,000.00**
	CONSTRUCTION COST SUBTOTAL				**$268,000.00**
01 00 00	General Conditions (15%)				$40,200.00
	Contractor Fee (8%)				$21,440.00
	Contingency (10%)				$26,800.00
	Escalation (5%)				$13,400.00
	CONSTRUCTION COST TOTAL				**$369,840.00**

OPINION OF PROBABLE CONSTRUCTION COSTS

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

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

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

For Meeting of: January 3, 2019
☐ Consent Item; ☑ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director

Through: Kyle Knopp, City Manager

Date: December 26, 2018

Subject: Regional Climate Action Plan

Recommendation:

That the City Council:

1. Introduce the item for discussion/action;

2. Receive staff's report;

3. Open the public hearing, receive public input and deliberate; and

4. Provide direction to staff.

Background and Discussion

The State Climate Action Plan, the Global Warming Solutions Act, AB 32 and SB 375 requires jurisdictions to develop and implement a Climate Action Plan (CAP). In addition, in 2009, amendments were made to the California Environmental Quality Act (CEQA) Guidelines providing guidance for analysis and mitigation of the effects of Greenhouse Gas (GHG)

emissions in draft CEQA documents. Furthermore demonstrating consistency with a local or regional climate action plan provides the most defensible method of analyzing and mitigating GHG impacts in CEQA evaluation of development projects.

The County has approached the County's seven (7) cities proposing a Regional Climate Action Plan. The Regional Climate Action Plan will be formatted to include agreed upon regional goals and policies and individual chapters for the County and each of the County's seven (7) cities.

The City's intent would be to incorporate those elements of the Regional Climate Action Plan into the City's Open Space and Conservation Element as required by the State Climate Action Plan, AB 32. In addition, the City hopes to utilize the CAP as a tool in analyzing and mitigating to effects of Green House Gas (GHG) emissions as required by the California Environmental Quality Act (CEQA).

A Regional Climate Action Plan is expected to have additional benefits such as providing enhanced access to grant funds, creating new opportunities for regional collaboration, making more efficient use of limited staff resources, and multiplying the effectiveness of future actions.

Staff recently attended a meeting with representatives from the County, the other cities and staff from the Redwood Coast Energy Authority (RCEA). The County will be contributing $50,000, Eureka will be contributing $20,000 and RCEA will be contributing between $15,000 and $25,000 towards consultant costs. In addition, to staff time the County requested that the other cities contribute to the costs for the consultant. Of course, most, if not all the smaller cities raised concerns regarding providing financial assistance towards the Regional Climate Action Plan.

RCEA has offered to provide a $5,000 grant to the cities, towards staff's time and expenditures related to a Regional Climate Action Plan. RCEA is accessing funds through the Redwood Coast Energy Watch program, a government-community partnership administered by Pacific Gas and Electric (PG&E) Company under the auspices of the California Public Utilities Commission (PUC). In order to access the aforementioned funds, RCEA requested letters from the local jurisdictions indicating their willingness to participate in the preparation of a Regional Climate Action Plan before the end of the year. Staff prepared and submitted the requested letter, see Attachment 1, clearly indicating that final commitment and acceptance of the terms of the partnership, including submittal of monthly activity reports, is contingent upon the City Council's authorization.

Attachment 1: Qualified Letter of Participation to RCEA.

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

December 20, 2018

Mathew Marshall
Redwood Coast Energy Authority
633 3rd Street
Eureka, CA. 95501

Re: Multijurisdictional Climate Action Plan (CAP) Grant Commitment Letter

Dear Mr. Marshall:

The City of Rio Dell truly appreciates the generous offer of up to $5,000 towards staff's time and expenditures towards a Regional Climate Action Plan (RCAP). It is staff's understanding that the RCAP will be formatted to include agreed upon regional goals and policies and individual chapters for the County and each of the County's seven (7) cities. The City's intent would be to incorporate those elements of the RCAP into the City's Open Space and Conservation Element as required by the State Climate Action Plan, AB 32. In addition, the City hopes to utilize the CAP as a tool in analyzing and mitigating to effects of Green House Gas (GHG) emissions as required by the California Environmental Quality Act (CEQA).

We understand that Redwood Coast Energy Authority (RCEA) is accessing funds through the Redwood Coast Energy Watch program, a government-community partnership administered by Pacific Gas and Electric (PG&E) Company under the auspices of the California Public Utilities Commission (PUC). As such, pending formal authorization from the City Council, the City supports the following goals:

- Jurisdiction-specific long-term energy saving goals and energy saving targets for varying metrics (goals and targets may vary between individual jurisdictions);
- Specific, measurable, attainable, relevant and time bound goals and policies that will enhance the likelihood of reaching and/or exceeding savings targets (goals and policies may vary between individual jurisdictions);
- The assessment of funding opportunities and mechanisms that can support and accelerate the effort to meet the set targets; and
- Some degree of alignment with RCEA's Comprehensive Action Plan for Energy (CAPE).

We further understand that in return for the $5,000 grant it is expected that the City will participate in those non-optional tasks identified in the Project Schedule and Tasks included herein as Attachment 1. In addition, the City will submit brief monthly activity reports and monthly invoices to RCEA for cost reimbursement purposes by no later than close of business on the second Wednesday of each month through no later than December 1, 2019.

While staff is supportive of the RCAP, final commitment and acceptance of the terms of the partnership, including submittal of monthly activity reports, is contingent upon the City Council's authorization. As such this letter serves as our general commitment and strong support for the regional CAP. We will ask that the City Council formally approve our participation in the RCAP at their meeting of January 3, 2019.

Kyle Knopp
City Manager
City of Rio Dell

Signature: _____ Date: 12/20/18

RCEA Commitment

RCEA commits to reimbursing The City of Rio Dell's in-scope expenses, where the city submits invoices with brief reports. RCEA commits to a value that is to not exceed $5,000.

Matthew Marshall
Executive Director
Redwood Coast Energy Authority

Signature: _____ Date: 12/21/18