RIO DELL CITY COUNCIL

VIRTUAL MEETING AGENDA

CLOSED SESSION – 5:30 P.M.

REGULAR MEETING - 6:30 P.M.

TUESDAY, JUNE 2, 2020

CITY COUNCIL CHAMBERS

675 WILDWOOD AVENUE, RIO DELL

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

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

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

Public Comment by Email:

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

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

Zoom Public Comment:

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll fee number 888-475-4499, enter Meeting ID 860 9554 0020 and press star (*) 9 on your phone – this will raise your hand. You will continue to hear the meeting on the call. When it is time for public comment on the item you wish to speak on, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. Please state your name and begin your comment. You will have 3 minutes to comment.

A. CALL TO ORDER

B. ROLL CALL

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

1) 2020/0602.01 - **Conference with Labor Negotiator:**
Designated Representative: City Manager Kyle Knopp
Employee Organizations: Rio Dell Police Officers Association, Rio Dell Employees Association and all Contract Employees
(Pursuant to Gov't Code Section 54957.6)

D. PUBLIC COMMENT REGARDING CLOSED SESSION

E. RECESS INTO CLOSED SESSION (REMOTELY/ZOOM)

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

G. ORAL ANNOUNCEMENTS

H. CEREMONIAL MATTERS

I. 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.

J. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually following action on the remaining consent calendar items.

1) 2020/0602.02 - Approve Minutes of the May 19, 2020 Regular Meeting **(ACTION)**

K. ITEMS REMOVED FROM THE CONSENT CALENDAR

L. REPORTS/STAFF COMMUNICATIONS

1) 2020/0602.03 - City Manager/Staff Update **(RECEIVE & FILE)** 17

M. SPECIAL PRESENTATIONS/STUDY SESSIONS

N. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

1) 2020/0602.04 - Annual Rate Adjustment to Solid Waste Agreement with Recology Eel River **(DISCUSSION/POSSIBLE ACTION** 22

2) 2020/0602.05 - Priority Setting Session **(DISCUSSION/POSSIBLE ACTION)** 34

3) 2020/0602.06 – Options for the FY 2020-2021 Recommended Operating and Capital Budget **(DISCUSSION/POSSIBLE ACTION)** 37

O. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

P. COUNCIL REPORTS/COMMUNICATIONS

Q. ADJOURNMENT

The next regular City Council meeting is scheduled for
Tuesday, June 16, 2020 *at 6:30 p.m.*

RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
MAY 19, 2020

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

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

PUBLIC PRESENTATIONS

City Manager Knopp reported a change in the meeting format for public comment and referred to the added section on the agenda under **Zoom Public Comment** and noted that in addition to sending public comment by email, public comment could also be received during the meeting by following the instructions and calling into the meeting.

City Clerk Dunham reported on one online public comment received unrelated to any item on this agenda. The item read as follows:

Subject: Safe Routes to School Project Unresolved Issues
Request: Please place this important issue on the agenda
The project is currently underway and it is important to do it right or we will have to live with consequences such as the City of Rio Dell having to pay for the remedy.

My particular concern is the portion right in front of my house, the intersection of Scenic Way and Eeloa Ave. Needless to say, I am quite familiar with this intersection.

The design has issues that create a conflict in the use of lanes. Trucks with trailers turning left from Scenic Way to Eeloa in the direction of CC Market have to enter and occupy the right turn lane and then swing left onto Eeloa Ave. utilizing the entire bike lane and then the trailer will clip the corner of the traffic lane coming from CC Market. That is with a driver driving with great precision and no room for error. It would take just one foot of misjudgment to strike a vehicle.

This design flaw is unnecessary and a simple fix. There is plenty of room and existing pavement to correct this issue. Why would someone design an intersection that creates a conflict in the use of lanes even allowing the supposed bike lane to be depended upon for turning trucks, bikes, and parked cars opening doors all into that same bike lane?

The fix is to utilize the existing pavement by moving the proposed sidewalk and gutter on the southwest corner of Eeloa and Scenic back toward CC Market thus widening the intersection and making it functional for traffic and pedestrians. The argument is that it would create a longer crosswalk, my response to that is we have even longer crosswalks on Wildwood Ave. that has a greater volume of traffic. The short crosswalk cannot come at the cost of constricting the safe flow of traffic when it is unnecessary to do so. Both pedestrian and vehicle use can be made to function with a balance of safety between the two. This can be done without either one being compromised into a position of dangerous conflict of use.

It is prudent and necessary to halt all work at this intersection until it is resolved.
There was a meeting with City of Rio Dell public works dept., the engineer from GHD, the City Manager, Kyle, and myself. Cones were laid out to give visualization to the current plan and then moved in a way to correct the problems. All were in agreement, it was to be put on a new plan as we all agreed. That is not what was done, it was drawn back up similar as to before. I tried to get this issue on the City Council agenda on Friday. Let us bring everyone back to the table with full accountability and get this done right. GHD engineering's own computer model shows the problem with the plan. I will gladly meet with the Council members or others to go over all the issues with the current proposal.

All the best, most sincerely, Al Petrovich.

Councilmember Strahan questioned whether this issue was an urgent matter requiring immediate attention.

Mayor Garnes explained that since the item was not agenized, the Council could not discuss it.

Councilmembers Strahan and Wilson expressed their concern about the issue.

Councilmember Wilson said that his assumption was that there was an approved set of plans.

Mayor Garnes asked if there was discussion between Mr. Petrovich, staff and the City Engineer as noted in the public comment.

City Manager Knopp explained that there were no changes in the approved scope of work other than minor alterations to address Mr. Petrovich's concerns. He then warned the Council that discussion of the matter was not compliant with the Brown Act. He commented that he is making certain assertions and suggested Council direct staff to have a conversation with the City Engineer. He said if the Council's desire is to discuss this matter further, he would suggest scheduling a special meeting. He pointed out that there would be additional costs associated with modifying the plan and that the item was agenized at the last meeting in which there was no public comment received.

Councilmember Wilson stressed the urgency of needing to act quickly before the work is done.

City Manager Knopp indicated that the Council already approved the project plans and what Mr. Petrovich is requesting would be out of the scope of work and noted that the Council had thirteen meetings on the ATP project with public input. Mr. Petrovich was in agreement with the proposed modifications and now he is claiming it is fundamentally wrong.

Councilmember Wilson commented that Mr. Petrovich showed him modified drawings of the project from GHD versus the previous plans and that the computer model shows trucks moving into the bike lane to make a left turn from Scenic to Eeloa. He said that the modified drawings reflect more than minor changes.

Mayor Garnes posed the idea of scheduling a special meeting as soon as possible to address the concerns.

Councilmember Johnson commented that it is not appropriate to get the City Council involved and that the issue is between the City Manager, the City Engineer and Mr. Petrovich. He suggested the three of them get together and come to an agreement.

Mayor Pro Tem Woodall agreed with Councilmember Johnson and said if they are unable to reach an agreement, then it could come back to the Council at a special meeting.

Councilmember Strahan noted that Mr. Petrovich met with Water/Roadways Superintendent Jensen and went over his concerns and nothing changed. She said that the turn onto Belleview Ave. is also not what was agreed.

After further discussion, the consensus of the Council was to turn it over to the City Manager to resolve.

Mayor Garnes commented that she would be willing to hold a special meeting if the City Manager is not able to resolve the issue but only if the special meeting discussion pertains to the specific concerns of Mr. Petrovich and not the entire ATP project.

Motion was made by Wilson/Woodall directing the City Manager to reach out to Mr. Petrovich and the City Engineer tomorrow and try to come to an agreement. Motion carried 4-1 with Councilmember Johnson dissenting.

CONSENT CALENDAR

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

Motion was made by Johnson/Wilson to approve the consent calendar including approval of minutes of the May 5, 2020 Regular meeting, approval of minutes of the May 12, Special meeting (Budget Workshop), and to receive and file the check register for April 2020. Motion carried 5-0. Mayor Pro Tem Woodall abstained from vote on the May 5, 2020 minutes.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update
City Manager Knopp reminded the Council of the Nuisance Advisory Committee Zoom meeting scheduled for 3:00 tomorrow and asked for questions on the Staff Update.

Councilmember Wilson mentioned that HWMA normally sends out hard copies of the agenda packet but since the pandemic, they only send the packet by email which is cumbersome and difficult to access, making the point that the City's email system is not that user friendly.

He referred to the increase in calls for service at the River Bluff Cottages (355 Center St.) and questioned the cause.

Chief of Police Conner explained that the majority of the problems are not with the residents but with the guests. He indicated that he would be having a conversation with the managers and noted that the problems are likely not as a result of the Shelter-In-Place orders.

Councilmember Wilson recalled discussions where the concern was that visitors would be trying to take advantage of the people living at the facility.

Chief Conner said that problems at other Danco facilities resulted in the eviction of certain residents that were causing the problems, stressing the importance of enforcing the house rules.

Mayor Pro Tem Woodall asked if there is a security officer on site 24 hours a day.

Chief Conner said that he actually had never seen a security officer on site but he would discuss it with the manager. His understanding was that security would only be on duty at night but the plan may have changed due to COVID-19. He said he would include a report in the next staff update.

Mayor Pro Tem Woodall commented that she was told that visitors were climbing over the fence from the Rio Dell Manor Senior Apartments to get in.

There was no public comment received regarding the Staff Update.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Discussion on Homelessness in Rio Dell

City Manager Knopp said that representatives from the Rio Dell Community Resource Center were on the line to participate in a general discussion on homelessness in Rio Dell and answer questions. Included in the Council packet was a copy of the *Homelessness Task Force Report* prepared by the League of California Cities.

He then reviewed actions taken by the City including a point-in-time count of the homeless population in Rio Dell and associated outreach efforts. He turned it over to Sara Faught and Mary from the Community Resource Center to provide their perspective on the apparent increase of homelessness in the city.

Sara Faught began by stating that it is a hard question to answer and on one hand they have seen unfamiliar faces around but it is normal to see people come and go throughout the year. She noted that they provide bus vouchers and food and more recently they are hearing about some issues and challenges related to fighting. With everyone they encounter, they offer connection with a DHHS Mental Health Case Worker. They are also assessed for various programs such as the HOME Program but one of issues is with people being able to follow through with what they need to do to qualify. Most homeless people don't have a phone and with the Resource Center only open 3 days/week now at the request of the St. Joseph Health System, it puts a hitch in providing housing services.

She reported the biggest need now seems to be with providing food to people noting that there are new people coming into the Resource Center for the first time. She reported an increase in the monthly food distribution at the Journey Church and said for the month of March they distributed food to 1,400 and 1,100 in April yet they were only open nine days that month.

Mary said that one thing to keep in mind is that housing for the homeless is an uphill battle. She said that she understands the community's concerns and that they see more people congregating outside rather than tucked away which is a change. She commented that the resources are going in the right direction but it is a slow process. With the current pandemic, the Department of Motor Vehicles is closed, there is a long process to get certified copies of birth certificates depending on the County where a person was born, and DHHS workers are working remotely which adds to the problem. She explained that some people don't want to be housed but the majority of unhoused people are working toward getting housing but are waiting to obtain the required documents. She said that it is the first time in four years that

waiting to obtain the required documents. She said that it is the first time in four years that she has seen homeless persons congregating in two particular blocks on Wildwood Ave. and that the Resource Center actually put up "No Loitering" signs in front of their building.

Councilmember Wilson acknowledged that they are working diligently with individuals to find them housing and asked how many people there are that are not asking for help such as the group of individuals that live on the river bar.

Sara Faught noted that there are probably four individuals that are camping and are not interested in finding housing. Most of the people that are interested in getting housing are in unstable housing.

Mayor Garnes pointed out that there is the likelihood that no arrests are being made or people moving on during this pandemic which could be part of the reason there seems to be more homeless in town.

Sara Faught made the point that these times are a great exercise for not bettering themselves and a hinderance for those that do want to better themselves.

Mayor Garnes commented that whether there is a pandemic or not, it seems like it is almost impossible to change the situation. Any plan that involves sitting down with the Community Resource Center and DHHS staff to try and resolve the issue would be good.

Sara felt it would be great to have collaboration with everyone and said that one of the problems they have is that they are not allowed to transport people to appointments and clients with severely impacted mental health issues won't get on the bus. Before, DHHS would come and get them but since that has stopped and the issue of caregivers gone away, many of these people have lost hope. She suggested finding a way to have a community conversation and pull in DHHS and really talk about why Rio Dell needs one of their regional team members to see more visual effects and be more active in our community. She said she felt that it would be the exact change that is needed.

Mayor Garnes said as a City Council, they need to do what they can to help and that she would be willing to be part of that conversation.

Councilmember Strahan noted that part of agreement with the River Bluff Cottages was that DHHS was supposed to incorporate these services.

Sara said that the connection they have had with DHHS is that the peer support specialists have been picking up food from the Community Resource Center and the Community Food Distribution Center and taking it to the clients. However, they were under the impression that DHHS was going to have rotating door offices where workers were going to come down and do case management but have not heard of any of that happening. She said that it could be

due to COVID or other reasons but again, from their understanding that never started. Case management is handled through the County and they have not yet connected with people outside the River Bluff Cottages to offer those services.

Mayor Garnes suggested the City Manager reach out to DHHS and perhaps arrange for a Zoom meeting to provide a better understanding about the lack of presence at River Bluff Cottages and their overall lack of engagement.

City Manager Knopp said that he would be happy to arrange the meeting.

Mayor Garnes felt that if a committee was needed for better collaboration then one should be created.

Mayor Pro Tem Woodall asked Chief Conner what types of things are enforceable by the officers and noted that you don't see homeless people sleeping in doorways of businesses in Fortuna. The issue has become a quality of life situation for citizens here.

Chief Conner said they can be cited for open containers in public or in some cases could be cited for trespassing if on private property. Since an open container violation in an infraction, nothing really happens. In terms of people sleeping on private property, they can in some situations issue trespassing orders noting that they do it all the time for businesses. If they come back to that property within a 90-day period, they can be arrested for trespassing. He said that the RIMS System allows them to flag those properties and those persons. In terms of sleeping on sidewalks, they cannot be criminalized for sleeping in public if there are no beds in a shelter, if there is a shelter. He said that it doesn't mean they can set up camp and that he asks people to move along when they have no established camp and are here for short stays.

Councilmember Johnson commented that at the Last Chance Grade Stakeholders meeting he attended in Crescent City a couple of months ago, he sat by a councilmember from Crescent City who worked for the County of Del Norte working with homeless. He said that he was bragging about the Danco project and getting 24 or more people off the streets and his comment to him was that to expect a 10% success ratio, with 90% of those people ending up back on the streets. He commented that this is the results of a government model. He said that he contacted Brian Hall, the Executive Director of the Eureka Rescue Mission and talked to him about some of their programs and that they have a one-year program for men to get them off the streets and help them change their lives through a faith-based program. The success ratio for that program is 90% for those that go through the program. He commented that they also are talking about putting together some type of program for women and pointed out that rather than putting money into government programs perhaps putting it into faith-based programs is the answer.

Councilmember Wilson said that he appreciated Councilmember Johnson's comments.

Mayor Pro Tem Woodall suggested inviting Brian Hall to the meeting with DHHS.

City Manager Knopp announced that Connie Beck from DHHS had just called in and joined the Zoom meeting.

Connie Beck noted that she heard earlier today about the discussion on homelessness being on the agenda and wanted to join in on the discussion. She said that she would love to meet with the Mayor and City Manager to see what they could do to provide support. She said that the Community Resource Center is amazing. She was not aware that DHHS staff was not present at the River Bluff Cottages but thought that good things were happening at the facility with regard to involvement by the Community Resource Center and outreach efforts. She agreed that Brian Hall and the Eureka Rescue Mission does great work and felt that everyone should do as they do. She expressed concern that because of the COVID situation, DHHS would not be able to provide the necessary services to Rio Dell but urged the City to set up a meeting to discuss the issues and try to come up with solutions. She thanked Sara and Mary for their work there.

Councilmember Strahan asked what the current hours are for the Resource Center.

Sara noted that the office is open Tuesday-Thursday from 10 a.m. to 3 p.m.

Mayor Garnes asked if there were any public comments received on this agenda item.

City Clerk Dunham announced that there was one online public comment received which she then read aloud. The comment was from Ranada Laughlin, 570 Gunnerson Lane, and read as follows:

I notice City of Arcata appears to have a dedicated homeless area on "G" street south of the Plaza. There is a collection of tents on a parking area. If we can't "dis-allow" homeless from camping here, perhaps we can dedicate an area that would help promote social distance guidelines, address sanitation, and safety concerns. Not sure if Arcata's area is a publicly owned parcel or if it is public/private partnership. If an area was established perhaps a person limit and time limit could be set; once filled, additional persons could be placed on a waiting list. Those whose time is up, would be asked to leave. Perhaps bus vouchers could be secured for transportation to their next town of choice.

My specific complain(s) about the homeless congregation is concern about their safety (disease transmission/lack of social distancing/lack of hand washing facilities etc.), about sanitation issues that could affect our drinking water supply (homeless camps adjacent to river and sewage runoff into Eel River) and people loitering in front of businesses and wandering into traffic (Wildwood and Monument).

I don't think allowing camping by the river is safe, especially considering communities use the Eel River as a drinking water source. The homelessness issue is a public safety issue and needs thoughtful consideration.

Thank you for opportunity to provide input.

Mayor Garnes stated that hopefully a meeting could be arranged to come up with a solution.

Sara added that transportation is something they have been working on with the Police Department to provide bus tickets and also transportation to get people out of the area. She said if anyone encounters anyone needing a ticket to contact the Resource Center and they can help get the process started.

Sara and Mary signed off and left the meeting.

Presentation on the Proposed Operating and Capital Budget for FY 2020-2021
City Manager Knopp provided a staff report and began by reviewing the budget calendar. He said that the Council held a budget workshop on May 12, 2020 to review the budget and provide direction to staff. He noted that tonight's agenda item represents the official presentation of the recommended Operating and Capital Budget for FY 2020-2021 and provides additional information to address some of the questions raised by the Council at the budget workshop. It was recommended that the Council provide direction to staff, if any, and direct staff to return on June 2, 2020 for possible adoption of the Final Budget or for further discussion on the Recommended Budget with adoption on June 16, 2020.

Next was review of changes to the budget since the last review which included:

- $200,000 added to contingencies per consensus of the Council
- $6,000 added to the City Manager budget for COVID-19 related costs
- A reduction of $20,060 to correct salary costs for Public Works staff
- $3,100 in CDBG revenue added based on budgeted expenses

City Manager Knopp said in terms of a Council priority setting session, staff was unable to prepare it for this meeting but could work it in with the budget session on June 2, 2020. He noted that in the past, top priorities of the Council included Code Enforcement and Economic Development and this proposed budget is in line with those goals. The Council could add or subtract from the previous year's priorities in creating priorities for the upcoming year.

He said with regard to the question raised at the last meeting regarding the City's accounts and investments, the City has money in various accounts including checking accounts for General Fund, Payroll, and CDBG as well as a savings account with the Local Agency Investment Fund (LAIF). He said that this is the basic setup of where funds are deposited and noted that there is protection with LAIF that prevents the State from pulling LAIF funds

out. He noted that the maximum interest with LAIF is 2-2.5% with $30 billion deposited statewide. The checking accounts are standard non-interest-bearing accounts.

City Manager Knopp said that next is review of the Recommended Budget Summary and turned it over to Finance Director Dillingham.

She explained that the total recommended budget for FY 2020-2021 is $4.56 million with the major budgets to include the General Fund, City Operations and Capital Expenditures, the Water Enterprise Funds and Wastewater Enterprise Funds.

She continued with review of the Budget of City-wide appropriations by activity. Total City salary and benefit costs represented $2.07 million (45% of the total budget). There was an increase of $44,095 from the prior year, primarily due to increased health insurance costs.

Councilmember Strahan commented that not every account is listed on the schedule of total expenditures and asked why all expenditures are not included.

Finance Director Dillingham explained that this schedule only represents salaries and benefits and that total expenditures by fund are shown on page 82 of the packet.

Councilmember Strahan referred to the Budget by Activity and asked if 100% of the Water Superintendent's salary was included under the Water Fund.

Finance Director Dillingham explained that a small portion of his salary comes from the Sewer Fund.

Councilmember Strahan noted that when you look at the appropriations for the City Manager, it is not a true representation of his salary and benefits. She asked if the account budget as listed includes 30% from the Water and Sewer funds.

Finance Director Dillingham explained that all appropriations are broken out by department and the City Manager's salary does include appropriations from the various funds.

Councilmember Strahan reiterated that it does not represent a clear picture of the City Manager's salary and benefits and that she wants to make sure it is clear for the public.

Finance Director Dillingham continued with review of the revenues at $4,071,208, representing a decrease of $59.684 from the prior years adopted budget. The City's major funds including the General Fund, the Water and Sewer funds account for 89% of total revenues in the FY 2020-2021 Proposed Budget. The General Fund which supports the Police Department City operations and most of the discretionary costs makes up about 33% of the budget, followed by the Sewer fund at 31%, and the Water fund at 23%.

She pointed out an error on the Recommended Budget Summary for the Sewer Fund Expenditures noting that it should read $1.39 million rather than $1.52 million. She commented that the Police Department is the largest expenditure for the City, followed by Sewer, Capital Projects, Water, and so forth.

She said that there was a question by the Council at the last meeting related to total salaries and benefits and referred to the table she put together showing total salary and benefit costs for FY 2018-2019, the budget for 2019-2020, and the proposed budget for FY 2020-2021 which totaled $2.07 million. She noted that this does not include the $200,000 in contingencies.

Councilmember Strahan said that in going over this schedule, not every account is listed from the schedule provided at the last meeting. She said that she had asked that it be put into another format but this format was chosen instead. She asked if it would be possible to get a total of all expenditures rather than just this portion.

Finance Director Dillingham explained that the total expenditures are represented on the Budget Summary on page 82 of the packet totaling $4,563,555.

Councilmember Strahan asked again if it was a true representation of the City Manager's salary and benefits.

Finance Director Dillingham commented that she didn't quite follow what she was asking because the budget by activity is the total budget by activity, not just salaries and benefits. She noted that it represents what is shown on the detail page for the City Manager in the budget. She explained that this is an allocation by department, not allocation by fund.

She said that there was also a question by the Council at the last meeting related to the Fund Balance and the reason it changed. She explained that the beginning fund is estimated because staff does not know the actual beginning fund balances until around the middle of August. Column A of the table represents the actual beginning fund balance, so at that time, is when there is the actual beginning fund balance which is what was represented to the Council with the year-end budget report. The revenues, expenses and changes in reserves are then shown in the adopted budget.

Finance Director Dillingham then reviewed the changes and noted that $26,000 was carried over from the previous year's budget because all of the budget for RIMS in the Police Department was not spent. The General Fund revenues increased by $88,530 based on current available information.

Councilmember Wilson said that the beginning fund balance in last year's budget booklet showed an estimated ending fund balance of $4.8 million which is less than the beginning fund balance now.

Finance Director Dillingham explained that the estimated ending fund balance was $4.8 million and actual ending fund balance was $6.5 million. She said that the reason for the change was explained with the annual year-end report. It is a process that occurs throughout the year which is the purpose for presenting the year-end report to explain why the ending fund balance changes based on actual activity. She noted that the City has traditionally been very conservative in the budgeting of revenues. There were salary savings in the police department and capital projects that did not get completed during the year. Since no reserves were used, the reserve fund balance increased.

Councilmember Wilson recalled during the year-end presentation that there was discussion about getting the police department fully staffed. He asked if there is a significant difference in costs between having a part-time finance director without benefits versus a full-time finance director with benefits and if it is working out with the position as part-time.

Finance Director Dillingham explained that the proposed budget for FY 2020-2021 includes a full-time finance director with benefits so there would be some salary savings. She noted that she did not calculate that in so the expenditures in the General Fund will be lower than estimated.

Councilmember Wilson asked if the $4.5 million in expenditures includes the $200,000 in contingencies.

Finance Director Dillingham said that is does include the $200,000.

Councilmember Wilson mentioned the Records Tech position being funded out of reserves due to the loss of Measure Z funding and asked if the position was needed. He also asked if the Animal Control officer is part of the Records Tech position.

Chief of Police Conner noted that the Records Tech position is needed and that there was an idea proposed to hire a full-time person in addition to the Records Tech to handle Code Enforcement and Animal Control.

Councilmember Wilson asked what the functions are under General Government.

Finance Director Dillingham explained that it covers things such as when the Community Development Director spends time working on the Housing Element or on Economic Development.

Councilmember Wilson referred to the Sewer Expenditures with an estimated increase of $87,000 and asked if there is a general area within operational costs to account for the increase.

Councilmember Johnson said that a portion of the increase is in full-time salaries.

City Manager Knopp pointed out that sewer expenditures in the FY 2019-2020 budget were $643,150 versus $678,985 in the proposed FY 2020-2021 budget which is closer to a $40,000 difference rather than $87,000.

Councilmember Wilson said that he was looking at the June 30, 2020 estimated expenditures of $592,352 versus the $678, 985.

City Manager Knopp explained that the City Council did add positions in the Wastewater department noting that the plant now requires more people and more highly trained staff to operate the plant efficiently. He said that the proposed budget reflects two additional OIT positions.

Councilmember Wilson asked if the OIT's would also be working in water.

City Manager Knopp said that they would mostly be working in wastewater because that is where the biggest difficulty is but there is cross-training among staff so they can switch between water and sewer if needed.

Finance Director Dillingham pointed out that $30,000 for the Wastewater Study was also carried over from the previous budget.

Discussion continued regarding the Position Allocation Table. City Manager Knopp noted that the same number of full-time employee (FTE) positions are proposed in the FY 2020-2021 budget.

Going back to the General Fund revenues and the COVID situation, he noted that COVID impacts are related to Sales Tax including the Measure U add on Sales Tax and the Bradley Burns Sales Tax. The current projection is a 10% decline although it is not as large as most other jurisdictions since many of the retail establishments in the City fell under the category of essential businesses.

The good news is that for Rio Dell, General Fund revenues mostly go toward supporting the police department which is generally supported by a State allocation of property taxes which are generally very stable and make up about 42% of the General Fund.

City Manager Knopp further explained that while the City is seeing a downward trend in Sales Tax revenue, one thing that is compensating for that loss is the increase in Cannabis taxes and fees. He noted that a 50% decline in Transient Occupancy Tax (TOT) is projected but since it is a small revenue, the impact is slight. Being predominately a bedroom community is good in a sense.

In terms of moving forward, one of the ideas discussed was to add a Community Services Officer (CSO) position which would be a non-sworn officer to do Code Enforcement and

Animal Control.

City Manager Knopp said that related to the Records Tech position and based on discussions at today's Board of Supervisor's meeting, it doesn't appear the County will be in the position to fund the position from Measure Z for the upcoming year. However, the City's General Fund situation is improving so there may be additional funding to cover that position in the police department.

There may be some other changes necessary such as grant carryovers related to grants already moving forward such as the ATP project, the Sanitary Sewer Evaluation Study (SSES) and Water Planning grant.

In addition, there are Capital project carryovers. It looks like the maintenance paving project would be completed this year but the slurry seal would not be completed until the end of July so it would need to be carried over into the 2020-2021 fiscal year.

City Manager Knopp asked for direction from the Council and said if there are any changes the Council would like to see, staff would put it together and present it to Council for consideration at the next meeting.

Mayor Pro Tem Woodall said that she would like to see a way to budget for a full-time Community Services Officer as discussed.

Council concurred with Councilmember Wilson stating that he would like to see the salary and benefit costs.

Councilmember Wilson asked if the police department was currently down on their normal number of officers.

Chief of Police Conner explained that the department is currently down two officers and that one candidate has completed his background and is scheduled to take a physical on June 15, 2020 and hopefully be coming on board soon. He said if it is the Council's desire, the vacant Police Officer position could be replaced with a non-sworn Community Services Officer (CSO).

Councilmember Wilson commented that if there was a way to utilize those funds and balance the staffing to make it work, he would be on board but that he would like to see a breakdown of costs first.

Mayor Garnes said that there would likely be a cost savings between a sworn officer and a CSO position.

City Manager Knopp indicated that a CSO position would cost significantly less.

Consensus of the Council was that staff bring back a cost comparison at the next meeting.

Councilmember Johnson supported the addition of a CSO but pointed out that he has seen way too many violent swings in the number of police officers in the City and said that in the long run the City would be better served to have seven (7) officers rather than six (6) due to the fact that Rio Dell Police Department will continue to be a training ground. He also commented that the Records Tech position was necessary and felt there were adequate funds in the General Fund to pay for that position.

Mayor Garnes supported the addition of a CSO and the Records Tech position but was unsure if a seventh officer would be allowable under the current budget constraints.

Councilmember Johnson pointed out that even if the Council authorized the seventh officer position now, we would not get a candidate from the Police Academy for months down the road.

City Manager Knopp said that staff would bring back options for including a CSO and Records Tech in the proposed budget.

Mayor Garnes asked for a consensus of the Council regarding adding a seventh police officer to the current budget.

Councilmember Wilson said that he would rather see a breakdown of the costs first.

Councilmember Strahan commented that the City is already in the red by $500,000 so her answer was no.

Mayor Pro Tem Woodall agreed to look at the costs first.

City Manager Knopp agreed to bring back to the Council at the next meeting, options with a breakdown of costs to add a 7th police officer position in the budget.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Wilson reported that HWMA met last week and discussed budget and recycling charges noting that the price of aluminum cans went from around $80/ton down to $30/ton. He noted that is where recycling people make their money. Recology Eel River is looking at adding a fee to pick up recyclables, estimated at less than $1.00/month to the recycling charge.

Mayor Garnes asked if anyone had spoken to the State regarding the recycling fee charge put on containers.

Councilmember Wilson said that the State understands that the consumer is already paying the CRC charge but aren't giving any of that back. He noted that the CRC charge is probably something they will hang onto. He added that CRC recyclables are not being accepted now and that there are additional fees on items that go to the waste center such as carpet.

Councilmember Johnson announced that he had traveled out of the County over the weekend so he went and tested for COVID-19 today and expected to have the results back in 72 hours.

Mayor Garnes reminded everyone about the call with the Council on Thursday at 2:00 p.m. with the County Public Health Officer, Dr. Teresa Frankovich, and the Humboldt County Sheriff to answer questions regarding COVID-19, Shelter-In-Place orders, re-opening of businesses and current COVID-19 numbers. She encouraged the Council to engage and said that it is a good opportunity to ask questions and get clarity on the issues.

Councilmember Wilson said that he would not be able to participate and asked Mayor Garnes to request that they quote the number of current hospitalizations along with the number of new COVID-19 cases.

ADJOURNMENT

Motion was made by Johnson/Woodall to adjourn the meeting at 8:54 p.m. to the June 2, 2020 Regular meeting. Motion carried 5-0.

_____
Debra Garnes, Mayor

Attest:

_____
Karen Dunham, City Clerk

Staff Update – 2020-05-29

City Council

City Manager

Representatives from Pacific Gas and Electric have reported to the City that Rio Dell is included in the islanding of the Humboldt Bay Area electrical grid. A test occurred on May 9th for this new configuration that promises to help shield the area from experiencing Public Safety Power Shutoffs. No negative impact to the Rio Dell grid was reported during the test.

Held a phone call with the Mayor, DHHS and the Rio Dell Community Resource Center.

Discussions with City Engineer over failed pavement on Rigby Avenue. Request for correction sent to DANCO.

New banners have been ordered and will be placed in various locations throughout town to help remind residents how to slow the spread of COVID-19 and keep Rio Dell from being shut down in the future due to a localized spike.

The City has been working with County OES on reviews for the business reopening plans.

The City Manager worked with the City Engineer and a local resident on the local residents' concerns over construction on the ATP project. The Council directed staff to work towards a resolution, which was achieved.

City Clerk

Processed thirteen (13) Building Permits

540 Gunnerson Lane – Sewer Cleanout
221 Ogle Ave. – 20 x 30 Metal Building
585 View Ave. – New Single-Family Residence
144 Wildwood Ave. – Residential Repairs
103 ½ S. Sequoia Ave. – Electric Subpanel
441 First Ave. – Re-Roof Residence
449 First Ave. – Re-Roof Residence
106 Cedar St. – Electric Panel Upgrade
108 Cedar St. – 200 Amp Service & New Wiring
408 Second Ave. – Sewer Lateral
1256 Riverside Dr. – Wood Stove
4 Painter St. – Backflow Device for Well
933 Martin Dr. – Residential Repairs

Processed one (1) Business License Application

BluHundo Life, LLC – Online Clothing Store

Processed one (1) Encroachment Permit Application

PG&E – New Gas Service

Misc.

Attended Zoom PACE Board of Directors Meeting

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of May 13, 2020 to May 26, 2020. This period of time saw an above average number of calls for service, an above average number of reports, and a significantly higher than average number of arrests compared to last year. The onset of the Covid-19 pandemic has caused the department to be less proactive so as to reduce unnecessary contacts with the public. The increase in calls for service, reports and arrests during the shelter in place order suggests that a portion of the community is no longer abiding by the order and may be taking advantage of the jail not being able to accept prisoners for most crimes. The summation of Calls for Service may greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Conner	30	1	0
Beauchaine	31	5	1
Landry	57	9	9
Mitchell	61	9	6

Fielder	34	1	0
Totals	183	25	16
Averages	13.1 per day	12.5 per week	8.0 per week
2019 Yearly Average	6.4 per day	10.3 per week	4.6 per week

Calls or Service at 355 Center Street

Type	Date	Time	Location	Primary Officer	Case #
415	5/22/2020	22:53:33	355 CENTER ST	LM614	
415	5/23/2020	23:22:45	355 CENTER ST	LM614	
415M	5/18/2020	16:41:07	355 CENTER ST	R007	
415M	5/25/2020	11:36:21	355 CENTER ST	R007	
488R	5/13/2020	20:31:55	355 CENTER ST	CL613	20-0000192
CUSTODY	5/19/2020	12:36:04	355 CENTER ST	R007	
FOOT	5/21/2020	20:49:36	355 CENTER ST	CL613	
FU	5/13/2020	16:13:49	355 CENTER ST	CL613	
FU	5/16/2020	14:51:12	355 CENTER ST	CL613	
FU	5/18/2020	14:23:55	355 CENTER ST	R007	
FU	5/23/2020	18:55:17	355 CENTER ST	LM614	
SUSP	5/13/2020	02:56:14	355 CENTER ST	CL613	
SUSP	5/16/2020	09:32:01	355 CENTER ST	R002	
VI	5/16/2020	00:20:24	355 CENTER ST	CL613	
WELFARE	5/14/2020	17:22:50	355 CENTER ST	CL613	

415 – Disturbance or argument
415M – Loud Music
FU – Follow up or uncharacterized contact
488R – Theft report
Custody – Child custody dispute
Foot – Foot patrol
Susp – Suspicious Circumstances
VI – Parked vehicle investigation
Welfare – Welfare check on person

CL613 – Officer Crystal Landry
R002 – Sergeant John Beauchaine
R007 – Chief Jeff Conner
LM614 – Officer Logan Mitchell

During the period May 13, 2020, to May 26, 2020, there were four calls for service related to animal control issues. Two dogs were transported to Miranda's Rescue after the woman who was caring for the animals passed away.

On May 15, 2020, Officer Landry stopped a vehicle for running a stop sign. The two men who were in the car both had search clauses as part of their probation. Officers Landry and Mitchell searched the men and did not find any contraband. They then searched the vehicle. In a bag of potato chips they found a small tin wrapped in aluminum foil. The tin contained approximately a half ounce of methamphetamine and about three grams of heroin as well as prescription opioids. Neither man admitted to owning the bag of chips so they were both cited.

On May 21, 2020, Sergeant Beauchaine contacted a man with his pants around his ankles and pornography scattered around his body. The man was arrested for indecent exposure and a violation of his probation. Sergeant Beauchaine cited the man for the violations and then gave him a courtesy ride to Eureka. His probation officer agreed to try and find him lodging in a community with more resources, which this man definitely requires.

Code Enforcement

During the period of May 13, 2020 through May 26, 2020, the Department opened one new junk vehicle case. This vehicle was a trailer filled with trash and it has already been towed. During the same time period, the Department closed two cases. One of these vehicles was moved/removed by the owner while the other was towed by the City. There were seven open cases at the end of the time period that this report covers.

During the period of May 13, 2020, to May 26, 2020, the Department did not open or close any cases. One property on Ogle has seen significant improvement and Officer Fielder has been working with the owners of another house on Belleview that has also seen significant improvement. There were 56 open cases at the end of this reporting period.

Community Development Department

Roof Inspection 441 First Avenue.

Rood Inspection 449 First Avenue.

Continue work on Housing Element.

Foundation Inspection 221 Ogle Avenue.

Solar Inspection 551 Pacific Avenue.

Electrical Panel Inspection 550 Rigby Avenue.

Review Improvement Plans Rio Dell Holdings.

Review and approve Grading Plans Marathon 102.

Various correspondence with PR Consulting, Rio's Diamond Farms.

Review and approve Verizon Antenna replacement Plans.

Intergovernmental

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

June 2, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Annual Adjustment to Solid Waste Franchise Agreement Held by Recology Eel River

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the proposed rate adjustment with Recology Eel River and accept it as an amendment to the Solid Waste and Recycling Franchise Agreement, effective July 1, 2020.

BACKGROUND AND DISCUSSION

The Solid Waste Franchise Agreement with Recology Eel River (RER) (formerly Eel River Disposal) contains a Consumer Price Index (CPI) adjustment in section 2.03.04. As documented in the packet, the new disposal rate per ton is $114.47, an increase of $0.16. The CPI rate adjustment has been identified as 2.5%. Last year, there was an increase in the CPI of 1.9%, leading to a $.09 per ton increase in cost.

Aggregated per ton costs associated with Humboldt Waste Management Authority fees declined by $.01 per ton.

Attachments:

Staff Rate Summary

Recology Eel River Cover Letter and Attachments.

Exhibit A: Disposal Rates

Exhibit A-1: Disposal Rates Per Ton

Exhibit B: Collection Rates

Exhibit B-1: CPI Table

Exhibit C: RCY Processing Rates

Exhibit C-1: RCY Processing Costs Rate Year 2019

Exhibit D: Combined Rates

Exhibit E: Disposal Rate by Size

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Solid Waste Fees - City of Rio Dell
Staff Summary

Effective Date	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019	7/1/2020
FRANCHISE HOLDER FEES						
Franchise Holder	ERD	ERD	ERD	RER	RER	RER
Labor Cost (75% of CPI)	$7.07	$7.14	$7.27	$7.43	$7.50	$7.65
Operations (75% of CPI)	$4.38	$4.43	$4.51	$4.61	$4.66	$4.75
Scale Maintenance (75% of CPI)	$0.77	$0.78	$0.80	$0.81	$0.82	$0.84
Haul Cost Avoidance (75% of CPI)	-$10.71	-$10.82	-$11.02	-$11.26	-$11.37	-$11.60
Capital Cost (fixed fee)	$5.88	$5.88	$5.88	$5.88	$5.88	$5.88
Return on Investment (75% of CPI)	$6.69	$6.76	$6.89	$7.03	$7.10	$7.24
Subtotal	**$14.08**	**$14.17**	**$14.33**	**$14.50**	**$14.59**	**$14.76**
HWMA FEES						
Countywide Program Fees						
Administration	$1.91	$1.91	$1.91	$0.72	$1.40	$1.40
Household Hazardous Waste Program	$6.29	$6.43	$5.15	$6.73	$5.86	$5.87
Cummings Road Landfill Maintenance	$4.67	$4.44	$4.44	$4.44	$4.71	$4.71
Cleanup/Enforcement Programs	$0.57	$0.57	$0.57	$0.56	$0.56	$0.56
Rural Container Program	$4.52	$4.68	$4.81	$4.81	$4.81	$4.81
County/Cities AB939 Programs	$4.93	$4.52	$2.52	$2.14	$2.05	$2.05
Table Bluff Landfill Maintenance	$0.94	$0.81	$0.74	$0.74	$0.74	$0.74
Countywide Enforcement (LEA)	$2.66	$3.13	$3.13	$3.13	$3.13	$3.13
Subtotal	**$26.49**	**$26.49**	**$23.27**	**$23.27**	**$23.26**	**$23.27**
HWMA Base Fees						
Administration	$4.30	$4.30	$4.19	See Subtotal Below	See Subtotal Below	See Subtotal Below
Universal Waste Programs	$0.89	$0.89	$3.51			
Recycling Programs	$6.38	$6.38	$9.20			
Cummings Road Landfill Operations	$5.50	$5.50	$4.00			
Subtotal	**$17.07**	**$17.07**	**$20.90**	**$22.83**	**$25.52**	**$23.80**
Facility Fees						
Operations (Transportation & Disposal)	$55.01	$55.01	$54.40	$52.47	$49.79	$51.49
Indirect	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Capital Expenditures	N/A	N/A	N/A	N/A	N/A	N/A
Subtotal	**$55.01**	**$55.01**	**$54.40**	**$52.47**	**$49.79**	**$51.49**
OTHER FEES						
Fortuna Host Fee (pass through)	$1.15	$1.15	$1.15	$1.15	$1.15	$1.15
Subtotal	**$1.15**	**$1.15**	**$1.15**	**$1.15**	**$1.15**	**$1.15**
TOTAL FEES						
Total Franchise Holder Fees	**$14.08**	**$14.17**	**$14.33**	**$14.50**	**$14.59**	**$14.76**
Total HWMA Fees	**$98.57**	**$98.57**	**$98.57**	**$98.57**	**$98.57**	**$98.56**
Total Other Fees	**$1.15**	**$1.15**	**$1.15**	**$1.15**	**$1.15**	**$1.15**
Grand Total All Fees	**$113.80**	**$113.89**	**$114.05**	**$114.22**	**$114.31**	**$114.47**

Recology
WASTE ZERO

May 21,2020

DELIVERED ELECTRONICALLY

Kyle Knopp
City of Rio Dell
675 Wildwood Ave.
Rio Dell, CA

RE: City of Rio Dell Annual Rate Adjustment-July 1, 2020 to June 30, 2021

Dear Mr. Knopp,

Recology appreciates the opportunity to continue to provide waste and recycling collection services. Attached is the 2020-2021 rate application as permitted through the franchise agreement between Recology Eel River and the City of Rio Dell. The rate increase reflects allowable CPI, changes in recycling processing fees and a percentage of disposal as set forth in the franchise agreement.

These rates presented in this package reflect an adjustment of a 2.50% for CPI. However, that increase is offset by an adjustment in recycling processing fees. Although recycling processing fees increased, and CPI is indicated, the impact of recycling collected to rates is based on tonnages collected. Recology's true-up for those tonnages, reduce the average rate increase to 0.86%.

Recology's understanding is that the process for annual rate adjustments, after a rate application is submitted, is that the rates are then heard at a City Council meeting. Please let us know when that meeting will occur, as the new rates are to commence July 1, 2020.

Please feel free to contact me with any questions you might have about our application.

Thank you.

Sincerely,

Linda Wise

Linda Wise
Recology Eel River, General Manager

Cc: Ed Farewell, Recology Coast Group Manager
Nikki Burke, Recology
Elizabeth Urschel, Recology
Andrew Camp, Recology
Shawna Brisco, Recology

City of Rio Dell

Disposal Rates [1] [2]

Exhibit A

$114.47 Per Ton
Effective 7-1-20

Bag Service	1 Bag
Regular	$1.93

Monthly Rate 20-Gallon Can	1 Can
1xWeekly	$5.22

Monthly Rate 32-Gallon Can	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$8.35	$16.71	$25.06	$33.42
2xWeekly	$16.71	$33.42	$50.13	$66.84

Monthly Rate 45-Gallon Can	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$11.75	$23.50	$35.25	$46.99
2xWeekly	$23.50	$46.99	$70.49	$93.99

Monthly Rate Bins No Rental	1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
1xWeekly	$52.74	$79.11	$105.48	$158.21	$210.95	$316.43	$421.90
2xWeekly	$105.48	$158.21	$210.95	$316.43	$421.90	$632.85	$843.80
3xWeekly	$158.21	$237.32	$316.43	$474.64	$632.85	$949.28	$1,265.71

(1) 1 lb. per Gallon ;202 lbs. per Cu. Yd.

(2) Frachise fee 5% of gross revenues.

City of Rio Dell
Collection Rates
Exhibit B

Bold Numbers
Effective 7-1-20

CPI Change	2.5%

Bag Service

	1 Bag
Regular	$4.83
	$4.95

Curbside Recycling

	$6.62
	$6.78

Monthly Rate
20-Gallon Can

	1 Can
1xWeekly	$16.45
	$16.86

Monthly Rate
32-Gallon Can

	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$18.82	$26.37	$36.53	$43.03
2xWeekly	$32.84	$49.85	$70.19	$83.22
	$19.29	**$27.03**	**$37.44**	**$44.10**
	$33.66	**$51.09**	**$71.94**	**$85.29**

Monthly Rate
45-Gallon Can

	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$21.52	$30.17	$41.78	$49.22
2xWeekly	$37.57	$57.02	$80.29	$95.19
	$22.06	**$30.92**	**$42.82**	**$50.44**
	$38.50	**$58.44**	**$82.29**	**$97.56**

Monthly Rate
Bins No Rental

	1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
1xWeekly	$31.74	$47.62	$63.56	$95.34	$127.05	$190.67	$254.82
2xWeekly	$56.67	$94.62	$126.29	$189.34	$252.83	$378.79	$505.08
3xWeekly	$95.34	$142.02	$189.34	$284.17	$378.79	$568.13	$757.98
	$32.53	**$48.80**	**$65.14**	**$97.71**	**$130.21**	**$195.41**	**$261.16**
	$58.08	**$96.97**	**$129.43**	**$194.05**	**$259.12**	**$388.21**	**$517.64**
	$97.71	**$145.55**	**$194.05**	**$291.24**	**$388.21**	**$582.26**	**$776.83**

Bins Rental

1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
$21.17	$24.10	$27.08	$33.04	$38.85	$51.11	$59.57
$21.70	**$24.70**	**$27.75**	**$33.86**	**$39.82**	**$52.38**	**$61.05**

City of Rio Dell
CPI Table

CPI-All Urban Consumers (Current Series)
Original Data Value

Series Id: CUUR0000SA0
Not Seasonally Adjusted
Series Title: All items in U.S. city average, all urban
Area: U.S. city average
Item: All items
Base Period: 1982-84=100
Years: 2009-2019

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2	Jan to Jan Change
2009	211.143	212.193	212.709	213.240	213.856	215.693	215.351	215.834	215.969	216.177	216.330	215.949	213.139	215.935	
2010	216.687	216.741	217.631	218.009	218.178	217.965	218.011	218.312	218.439	218.711	218.803	219.179	217.535	218.576	2.6%
2011	220.223	221.309	223.467	224.906	225.964	225.722	225.922	226.545	226.889	226.421	226.230	225.672	223.598	226.280	1.6%
2012	226.665	227.663	229.392	230.085	229.815	229.478	229.104	230.379	231.407	231.317	230.221	229.601	228.850	230.338	2.9%
2013	230.280	232.166	232.773	232.531	232.945	233.504	233.596	233.877	234.149	233.546	233.069	233.049	232.366	233.548	1.6%
2014	233.916	234.781	236.293	237.072	237.900	238.343	238.250	237.852	238.031	237.433	236.151	234.812	236.384	237.088	1.6%
2015	233.707	234.722	236.119	236.599	237.805	238.638	238.654	238.316	237.945	237.838	237.336	236.525	236.265	237.769	-0.1%
2016	236.916	237.111	238.132	239.261	240.229	241.018	240.628	240.849	241.428	241.729	241.353	241.432	238.778	241.237	1.4%
2017	242.839	243.603	243.801	244.524	244.733	244.955	244.786	245.519	246.819	246.663	246.669	246.524	244.076	246.163	2.5%
2018	247.867	248.991	249.554	250.546	251.588	251.989	252.006	252.146	252.439	252.885	252.038	251.233	250.089	252.1245	2.1%
2019	251.712	252.776	254.202	255.548	256.092	256.143	256.571	256.558	256.759	257.346	257.208	256.974	254.412	256.903	1.6%
2020	257.971	258.678	258.115												2.5%

City of Rio Dell
RCY Processing Rates
Exhibit C

Bold Numbers
Effective 7-1-20

RCY % Other Reve	3.9%

Bag Service

Regular	0 Bag
	$0.22
	$0.19

Curbside Recycling

	$0.31
	$0.27

Monthly Rate
20-Gallon Can

1xWeekly	1 Can
	$1.01
	$0.89

Monthly Rate
32-Gallon Can

	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$1.27	$2.02	$2.89	$3.58
2xWeekly	$2.32	$3.90	$5.64	$7.03
	$1.12	**$1.79**	**$2.56**	**$3.17**
	$2.05	**$3.45**	**$4.99**	**$6.22**

Monthly Rate
45-Gallon Can

	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$1.56	$2.52	$3.61	$4.51
2xWeekly	$2.86	$4.88	$7.07	$8.87
	$1.38	**$2.23**	**$3.20**	**$3.99**
	$2.53	**$4.32**	**$6.26**	**$7.85**

Monthly Rate
Bins No Rental

	1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
1xWeekly	$3.97	$5.95	$7.94	$11.91	$15.88	$23.82	$31.79
2xWeekly	$7.62	$11.88	$15.84	$23.76	$31.70	$47.53	$63.38
3xWeekly	$11.91	$17.82	$23.76	$35.65	$47.53	$71.29	$95.08
	$3.51	**$5.27**	**$7.03**	**$10.54**	**$14.06**	**$21.09**	**$28.15**
	$6.75	**$10.52**	**$14.02**	**$21.04**	**$28.07**	**$42.08**	**$56.11**
	$10.54	**$15.78**	**$21.04**	**$31.56**	**$42.08**	**$63.12**	**$84.18**

Bins Rental

1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
$0.99	$1.12	$1.26	$1.54	$1.81	$2.38	$2.78
$0.88	**$0.99**	**$1.12**	**$1.36**	**$1.60**	**$2.11**	**$2.46**

City of Rio Dell
Combined Rates (including RCY Processing)
Exhibit D

Effective 7-1-20

Bag Service	1 Bag
Regular	$7.07

Curbside Recycling	$7.05

Monthly Rate 20-Gallon Can	1 Can
1xWeekly	$22.97

Monthly Rate 32-Gallon Can	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$28.76	$45.53	$65.06	$80.69
2xWeekly	$52.42	$87.96	$127.06	$158.35

Monthly Rate 45-Gallon Can	1 Can	2 Cans	3 Cans	4 Cans
1xWeekly	$35.19	$56.65	$81.27	$101.42
2xWeekly	$64.53	$109.75	$159.04	$199.40

Monthly Rate Bins No Rental	1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
1xWeekly	$88.78	$133.18	$177.65	$266.46	$355.22	$532.93	$711.21
2xWeekly	$170.31	$265.70	$354.40	$531.52	$709.09	$1,063.14	$1,417.55
3xWeekly	$266.46	$398.65	$531.52	$797.44	$1,063.14	$1,594.66	$2,126.72

Bins Rental	1 Yard	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
	$22.58	$25.69	$28.87	$35.22	$41.42	$54.49	$63.51

City of Rio Dell
Disposal Rates per Ton
Exhibit A-1

	Rate Effective Year										
	2015	2016		2017		2018		2019		2020	
	$	CPI	$	CPI	$	CPI	$	CPI	$	CPI	$
ERD FEES		1.4%		2.5%		2.1%		1.6%		2.5%	
ERD Labor Cost	$ 7.07	$ 0.07	$ 7.14	$ 0.14	$ 7.28	$ 0.15	$ 7.43	$ 0.07	$ 7.50	$ 0.15	$ 7.65
ERD Operation	4.38	0.05	4.43	0.09	4.52	0.09	4.61	$ 0.05	4.66	$ 0.09	4.75
ERD Scale Maintenance	0.77	0.01	0.78	0.02	0.80	0.02	0.81	$ 0.01	0.82	$ 0.02	0.84
ERD Haul Cost Avoidance	(10.71)	(0.11)	(10.82)	(0.22)	(11.04)	(0.22)	(11.26)	$ (0.11)	(11.37)	$ (0.23)	(11.60)
ERD Capital Cost	5.88		5.88		5.88		5.88		5.88		5.88
ERD Return on Investment	6.69	0.07	6.76	0.14	6.89	0.14	7.03	$ 0.07	7.10	$ 0.14	7.24
Total ERD Fees	$ 14.08	$ 0.09	$ 14.17	$ 0.17	$ 14.33	$ 0.17	$ 14.50	$ 0.09	$ 14.59	$ 0.17	$ 14.76
HWMA FEES (1)											
Operations	$ 54.87		$ 55.01		$ 54.40		$ 52.47		$ 49.79		$ 51.49
Payroll	17.21		17.07		20.90		22.83		25.52		23.80
HHW Program	6.29		6.43		5.15		6.73		5.86		5.87
County/City Recycling Programs	4.93		4.52		2.52		2.14		2.05		2.05
Table Bluff Maintenance	0.94		0.81		0.74		0.74		0.74		0.74
County LEA	2.66		3.13		3.13		3.13		3.13		3.13
Cleanup Fees	0.57		0.57		0.57		0.56		0.56		0.56
Cummings Landfill Maintenance Monitoring	4.67		4.44		4.44		4.44		4.71		4.71
County Rural Container Subsidy	4.52		4.68		4.81		4.81		4.81		4.81
Administration	1.91		1.91		1.91		0.72		1.40		1.40
Fortuna Host fee	1.15		1.15		1.15		1.15		1.15		1.15
Total HWMA Fees	$ 99.72		$ 99.72		$ 99.72		$ 99.72		$ 99.72		$ 99.71
Total Disposal Rate per Ton	$ 113.80		$ 113.89		$ 114.05		$ 114.22		$ 114.31		$ 114.47
			0.08%		0.15%		0.15%		0.08%		0.14%

(1) Based on HWMA published fees in proposed 2020-2021 budget.

City of Rio Dell
RCY Processing Costs Rate Year 2019
Exhibit C-1

	2019 Projected	2019 Actual	2020 Projected
RCY Processing Fee	$ 69.56	$ 69.56	$ 85.65
Rio Dell Annual RCY Tons	204.82	188.43	200.00
RCY Charges for Rate Year	$ 14,247	$ 13,107	$ 17,130
Franchise Fee	750	690	902
Total RCY Charges for Rate Year	$ 14,997	$ 13,797	$ 18,032
Less: Collected	NA	(18,902)	NA
Plus: Carry Over	3,062	3,062	(2,042)
Total Owed for Rate Year	$ 18,059	$ (2,042)	$ 15,989
Rio Dell Annual Revenues (before RCY Processing)	$ 381,649	$ 399,450	$ 404,842
Recycling Processing % Revenues	**4.73%**		**3.95%**

2020-2021 HWMA recycling processing fee is not yet finalized.

Size	Ton [1]	Rate	Rate/ container	Monthly Rate	Rate with Franchise Fee [2]	Monthly Rate with Franchise Fee [2]
20 Gallon	0.0100	$ 114.47	$ 1.14	$ 4.96	$ 1.20	$ 5.22
32 Gallon	0.0160	114.47	1.83	7.94	1.93	8.35
40 Gallon	0.0200	114.47	2.29	9.92	2.41	10.44
64 Gallon	0.0320	114.47	3.66	15.87	3.85	16.71
1 Cu. Yd.	0.1010	114.47	11.56	50.10	12.17	52.74
1.5 Cu. Yd.	0.1515	114.47	17.34	75.15	18.25	79.11
2 Cu. Yd.	0.2020	114.47	23.12	100.19	24.34	105.47
3 Cu. Yd.	0.3030	114.47	34.69	150.29	36.52	158.21
4 Cu. Yd.	0.4040	114.47	46.25	200.39	48.68	210.95
6 Cu. Yd.	0.6060	114.47	69.37	300.58	73.02	316.42
8 Cu. Yd.	0.8080	114.47	92.49	400.78	97.36	421.90

(1) 1 lb. per Gallon :202 lbs. per Cu. Yd.
(2) Frachise fee 5% of gross revenues.

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

June 2, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion on Priority Setting

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Discuss priority setting and provide direction to staff.

BACKGROUND AND DISCUSSION

Staff will conduct the 2020 priority setting session in a virtual format this year. The results will be presented on June 3, 2020.

On April 2, 2019 the City Council and staff held a priority setting session to discuss the priorities of the City Council. The council underwent a priority setting exercise that listed individual councilmembers priorities that were subdivided by topic area. A summary is listed below in no particular order:

Personnel

- Labor negotiations
- Total compensation study & strategy (2 submissions)

Public Safety

- Improved code enforcement (4 submissions)
- Proactive policing
- Employee recruitment/retention/succession (3 submissions)

Finance

- Obtain grants

Economic Development

- Continued effort on Code Enforcement
- Business recruiter for business development

- Separate accounting for Measures J and X revenue / expenditures

City Transparency

- Implement Social Media
- Access Humboldt

Public Works

- Water and Sewer Rates Study (2)
- Street Repairs
- Implement Capital Projects
- Protect Rio Dell Roads from Terra Gen

Organizational Development & Administration

- None submitted

Community Development

- RHNA zoning issues
- Cannabis permit processing in town center (2)

Other

- None Submitted

Outcome of the 2019 Priority Setting Session

Of the broader topical areas, the areas of priority for the Council that garnered three or more councilmember priorities were **1.) Public Safety** (8 submissions), **2.) Public Works** (5 submission) and **3.) Community Development** (3 submissions).

Specific Priority Projects for the Council:

1. Specific priority projects in Public Safety include **Code Enforcement** (4+1) and **Employee Recruitment/Retention/Succession**.

2. The Specific priority project in Public Works include **General Streets/Capital** (3) and **Water/Sewer Study** (2).

3. The specific priority project for Community Development was **Cannabis Retail** (2).

Priorities		
2017	**2018**	**2019**
Street Work	Street Work	Code Enforcement
Habitat Parcel	River Access	PD Employees
I&I Mitigation	Habitat Parcel	Street Work
Tax Measure	Code Enforcement	Water/Sewer Study
Proposition 64	Access Humboldt	Cannabis Retail

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June 2, 2020

TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager

FROM: Cheryl Dillingham, Interim Finance Director

SUBJECT: Options for the Fiscal Year 2020-21 Recommended Budget

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Provide direction to staff, if any, and direct staff to return on June 16, 2020 with adoption of the Final Budget.

BACKGROUND AND DISCUSSION:

On May 12, 2020 a budget workshop was held for Council to review the budget and provide direction to staff. On May 19, 2020 the Recommended Fiscal Year (FY) 2020-21 Budget was presented to the Council. Council requested that staff bring back options and costs for including a Community Service Officer and Records Tech position in the FY 2020-21 Budget. Those cost are shown below and would impact the General Fund.

Budget Options FY 2020-21

	Estimated Cost		Notes
Community Service Officer			
Full-Time	$	75,985	Full-time, fully benefited, non-sworn position
Full-Time for 10 months	$	63,321	Reduced based on delay in hiring
Part-Time 24 hrs./week	$	26,418	Part-time no benefits
Police Officer			
Full-Time	$	95,811	Base budget includes a currently vacant position
Records Tech			
Part-Time 24 hrs./week	$	23,434	Previously funded with Measure Z

The previously presented Recommended FY 2020-21 Budget Summary by Department and Fund is attached for reference. A a job description for Community Service Officer (CSO) and draft compensation schedule are included for review. The CSO would be a new job classification for the City of Rio Dell. The Records Tech position would need to be added to the General Fund or deleted because Measure Z revenue was not approved by the County for FY 2020-21.

ATTACHMENTS:

- FY 2020-21 Proposed Budget Summary
- Community Service Officer Job Description
- Draft Compensation Schedule

City of Rio Dell

Community Services Officer

May 2020

DEFINITION

Both in the field and at a desk and under general supervision, performs specialized community service work as lead of local code enforcement, lead of animal control and support for law enforcement activities in assistance to sworn personnel. This includes issuing correspondence, citations, reports and reporting to executive management, elected officials, committees and courts of law. This includes investigation, inspection and enforcement of City codes, ordinances and abatement regulations. This includes enforcement of City code regarding stray, dangerous and nuisance animals. This includes organizing and running community prevention efforts in the areas of nuisances, animal control and crime.

DINSTINGUISHING CHARACTERISTICS

The incumbent is expected to exercise considerable independent judgment and discretion in the enforcement of City code, animal control and support of sworn personnel. The incumbent must be able to handle daily a wide array of "lower level" local violations while also administering prevention programs in the areas of nuisances, animal control and crime prevention. The incumbent must have good social and education skills combined with an ability and fortitude to enforce the codes and regulations of the City of Rio Dell.

EXAMPLE OF DUTIES

- Receives and responds to complaints regarding substandard dwellings or structures, zoning violations, signage, animal control problems, debris, unsanitary conditions, abandoned or inoperative vehicles, overgrown vegetation, home occupations, and other zoning and code violations.
- Requests building inspectors and others as appropriate conduct investigations.
- Conduct field investigations of possible violations of City codes.
- Acts as mediator when necessary to resolve complaints and compliance issues.
- Prepares a variety of periodic and specialized reports related to code compliance inspections and activities.
- Issues citations, tickets or other civil enforcement mechanisms and appear in court to testify on these actions.
- May patrol areas to look for evidence of such nuisances and takes appropriate action.
- Organizes and administers code compliance adjudication hearings.

- Maintains communication with all parties involved in compliance activities, mediating as needed.
- Educates the public on common code compliance issues.
- Takes custody of and transports stray, dangerous, uncontrolled, wild or diseased animals.
- Administers animal licensing and spay/neuter program.
- Liaison with animal care facility.
- Establishes and participates in community relations programs such as community action groups, drug abuse prevention and neighborhood watch programs.
- Collects found property, receives and processes abandoned/seized vehicles and coordinates removal of the vehicle.
- Issues citations for violations of specific City codes including parking violations.
- Provides traffic control services for accidents or crime related closures.
- Maintains records.
- Attends and acts as staff to appropriate committee, Council or other public meetings.
- Proactively communicates with the homeless to educate individuals on services available.

QUALIFICATIONS

Knowledge of:

- Business English including spelling, grammar and punctuation.
- Basic law enforcement practices and terminology.
- Methods for evaluating program quality and effectiveness.
- Applicable local codes and state laws and regulations.
- Basic techniques for interviewing.
- Basic recordkeeping.
- Basic species and breed identification of a variety of domestic and common wild animals.
- Symptoms and behavior associated with rabies and other common diseases of animals.
- Behavior and handling of common domestic or wild animals.
- Methods and equipment used in the care and control of animals.
- State and local laws and ordinances pertaining to the proper care and control of animals.
- Principles and methods of enforcing varied codes.
- Techniques for dealing with individuals of various socio- economic, racial or cultural groups, often where relations may be strained.
- Principles and practices of mediation for conflict resolution.
- Business computer applications, particularly as related to recordkeeping.

Skill in:

- Working with and relating to individuals of various socio-economic, racial or cultural backgrounds.
- Dispute resolution and mediation.
- Handling, capturing and controlling animals humanely and effectively under stressful or emergency circumstances.
- Assessing animal behavior and making effective decisions regarding handling, capturing or destroying the animal.
- Maintaining accurate records and preparing reports of work performed.
- Establishing and maintaining effective working relationships with those contacted in the course of the work, including groups and/or hostile or irate citizens.
- Investigating zoning, nuisance and other complaints in a timely and tactful manner. Interpreting and explaining a variety of codes, ordinances and other regulations to the public.
- Making persuasive oral presentations of ideas and recommendations.

Other Requirements:

- Must possess a valid California driver's license. Must be medically capable of working with animals and being able to lift and carry up to 80 pounds. Must be able to pass a detailed background and criminal history check. Must be available to work evenings and weekends.

Desirable Education and Experience:
A typical way to obtain the knowledge and skills outlined above is:

- Public speaking.
- Animal control related work experience.
- Work in the field of law enforcement, security, the enforcement of rules and regulations or in work which has involved explaining and gaining adherence to policies and regulations.
- Ability to complete P.C.832 course within 6 months of hire.

City of Rio Dell
DRAFT COMPENSATION SCHEDULE

Peace Officers Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Police Officer	43,705	45,016	46,367	47,758	49,190
Police Corporal	48,075	49,517	51,003	52,533	54,109
Sergeant	53,895	55,512	57,178	58,893	60,659

Rio Dell Employee's Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Accountant I	44,622	45,961	47,340	48,760	50,223
Accountant II	49,084	50,557	52,074	53,636	55,245
Admin. Assistant	30,356	31,266	32,204	33,170	34,166
Administrative Tech.	36,848	37,954	39,093	40,266	41,474
Community Service Officer	39,985	41,185	42,420	43,693	45,003
Fiscal Assistant I	29,919	30,816	31,740	32,692	33,673
Fiscal Assistant II	33,542	34,548	35,584	36,651	37,750
Office Assistant	24,839	25,584	26,352	27,142	27,956
PW Leadman	34,678	35,718	36,789	37,893	39,030
Records Tech.	34,130	35,154	36,209	37,295	38,414
Operator in Training (OIT)	34,528				
Sr. Fiscal Assistant	38,457	39,611	40,799	42,023	43,284
Utility Worker I	27,400	28,222	29,069	29,941	30,839
Utility Worker II	30,154	31,059	31,991	32,951	33,939
W/WW Plant Op. I	36,334	37,424	38,547	39,703	40,895
W/WW Plant Op. II	39,968	41,167	42,402	43,674	44,984

Contract Employees

JOB TITLE	Salary Range				
	A	B	C	D	E
City Clerk	53,644	55,253	56,911	58,618	60,377
City Manager	106,875	110,081	113,384		
Chief of Police	79,540	81,926	84,384	86,916	89,523
Finance Director	67,473	69,497	71,582		
Community Dev. Dir.	73,394	75,596	77,863	81,756	85,623
Wastewater Sup. Tr.	49,192				
Wastewater Sup.	58,050	59,791	61,585	63,432	65,335
Water/Streets Sup.	61,556	63,403	65,305	67,264	69,282

*ELECTED OFFICIALS**	*Salary Range*				
	A	B	C	D	E
Mayor	-	-	-	-	-
Mayor Pro-tem	-	-	-	-	-
City Council Members	-	-	-	-	-
Planning Commissioner - Chair	-	-	-	-	-
Planning Commissioners	-	-	-	-	-

**Elected officials are reimbursed for travel expenses related to official duties*